

*Board of Trustees
Meeting*

February 1, 2021

**NOTICE OF MEETING
BOARD OF TRUSTEES
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto Community College District will meet by videoconference at 5:00 p.m., Monday, February 1, 2021, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this workshop will be available to the public via a live-stream. At least a quorum of the Board will be present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Members of the public may access the live-stream of this workshop as follows:

www.sanjac.edu/board-meeting-videos

The open portions of this meeting will be recorded and made available to the public on the College's website.

**BOARD WORKSHOP
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 and 551.074 of the Texas Open Meetings Act, for the following purposes:**
 - a. Legal Matters - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.
 - b. Personnel Matters - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.
- IV. Reconvene in Open Meeting**
- V. Construction Update**
- VI. Update on Energy Projects**
- VII. Recap of Bond Sale Held on January 26, 2021**
- VIII. Review of Board Election Calendar and Processes**
- IX. Update on COVID-19 Responses and Federal Stimulus Funding**
- X. Update on Promise Program**
- XI. Update on 87th Legislative Session**

- XII. Review of Expressive Activities Policy and Procedure**
- XIII. Review of Calendar**
- XIV. General Discussion of Meeting Items**
 - a. Delegation of Construction Procurement Method**
 - b. Proposed Changes to Budget Development Policy and Procedure**
- XV. Adjournment**

Additional Closed Session Authority

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 *et seq.* of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.

Section 551.072 For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.

Section 551.076 To consider the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.084 For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Section 551.087 To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks or may seek to have locate, stay, or expand in or near the territory of the College and with which the Board is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such business prospect.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

Certification as to Posting or Giving of Notice

On this day, January 28, 2021, this notice was posted, in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor, on the College s website, and is readily accessible to the public upon request.

Brenda Hellyer, Ed.D.

**NOTICE OF MEETING
BOARD OF TRUSTEES
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto Community College District will meet by videoconference at 7:00 p.m. on Monday, February 1, 2021 in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this meeting will be available to the public via a live stream. At least a quorum of the Board will be present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Members of the public may access the live-stream of this meeting as follows:

www.sanjac.edu/board-meeting-videos

An electronic copy of the agenda packet is available on the College s website as follows:

www.sanjac.edu/board-meeting-agendas

Members of the public who desire to address the Board must comply with the following registration procedures:

A link to a public comments form is available at: www.sanjac.edu/request-speak-to-board

The form must be completed prior to 11:00 a.m. on February 1, 2021. After completion of the form, the requestor will be sent call-in information for joining the meeting. Registered participants will be allotted five minutes to address the Board of Trustees during the Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board portion of the meeting. Discussion shall be addressed to the Board Chair and the entire membership of the Board. Discussion shall be limited solely to the matter indicated on the request form. Members of the Board of Trustees and/or administration may not comment or deliberate during a public comment period at the meeting except to state that the Chancellor or designee may follow-up, when appropriate.

The open portions of this meeting will be recorded and made available to the public on the College s website.

Any questions regarding this meeting notice can be directed to Mandi Reiland, Manager of Executive Operations for the Chancellor and Board of Trustees at mandi.reiland@sjcd.edu.

**BOARD MEETING
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Invocation and Pledge to the Flags**
- IV. Special Announcements, Recognitions, Introductions, and Presentations**
 - Announcement of Meeting Process Mandi Reiland
- V. Student Success Presentations**
 - KPI Dashboard: Fall 2020 Headcount George González
 - KPI Dashboard: Graduation Rates and Equity Laurel Williams

- VI. Communications to the Board of Trustees**
- VII. Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board**
- VIII. Informative Reports to the Board**
 - A. San Jacinto College Financial Statements
 - a. San Jacinto College Financial Statements December 2020
 - b. San Jacinto College Monthly Investment Report December 2020
 - c. San Jacinto College Financial Statements November 2020
 - d. San Jacinto College Monthly Investment Report November 2020
 - e. San Jacinto College Quarterly Investment Report September November 2020
 - B. San Jacinto College Foundation Financial Statements
 - a. December 2020
 - b. November 2020
 - C. Capital Improvement Program
 - a. December 2020
 - b. November 2020

ACTION ITEMS

- IX. Consideration of Approval of Amendment to the 2020-2021 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants**
- X. Consideration of Approval to Authorize Resolution to Order a General Election and Execution of Such Order to Hold Trustee Election**
- XI. Consideration of Delegation of Approval of Method of Procurement for Construction Projects**
- XII. Consideration of Approval of Banking and Investment Resolutions and Forms**
- XIII. Consideration of Approval of Policy VII.7003.A, Expressive Activities First Reading (Informational Item)**
- XIV. Consideration of Approval of Policy III.3001.E, Budget Preparation First Reading (Informational Item)**

PURCHASING REQUESTS

- XV. Consideration of Purchasing Requests**

CONSENT AGENDA

- XVI. Consent Agenda**
 (Any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of the Board, otherwise all items will be voted on with one (1) motion.)
 - A. Approval of the Minutes for the December 7, 2020, Workshop and Regular Board Meeting**
 - B. Approval of the Budget Transfers**
 - C. Approval of Personnel Recommendations and Extra Service Agreements**
 - D. Approval of the Affiliation Agreements**
 - E. Approval of the Next Regularly Scheduled Meeting**
- XVII. Items for Discussion/Possible Action**

(Items removed from the Consent Agenda or items discussed in closed session, will be considered at this time)

XVIII. Adjournment

Closed Session Authority

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Brenda Hellyer, Ed.D.

San Jacinto College Financial Statements
December 2020

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Statement of Net Position
December 30,

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Current assets:		
Cash and cash equivalents	\$ 67,002,451	\$ 66,942,016
Accounts receivable - taxes	4,476,059	3,183,068
Accounts receivable	21,980,163	22,184,258
Deferred charges	1,157,094	1,008,272
Inventories	366,250	356,016
Total current assets	<u>94,982,017</u>	<u>93,673,630</u>
Noncurrent assets:		
Restricted cash and cash equivalents	82,475,515	168,137,939
Capital assets, net	649,281,492	575,380,929
Total noncurrent assets	<u>731,757,007</u>	<u>743,518,868</u>
Total assets	<u>826,739,024</u>	<u>837,192,498</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	20,383,403	25,781,981
Deferred outflow related to OPEB	17,632,637	20,497,036
Deferred outflow related to defeased debt	7,276,012	8,534,217
Total deferred outflows of resources	<u>45,292,052</u>	<u>54,813,234</u>
<u>Liabilities</u>		
Current liabilities:		
Accounts payable	15,396,760	16,807,560
Accrued liabilities	9,518,431	11,215,664
Accrued compensable absences and deferred compensation	2,741,917	2,181,388
Deferred revenues	587,219	603,546
Total current liabilities	<u>28,244,327</u>	<u>30,808,158</u>
Noncurrent liabilities:		
Net pension liability	45,813,261	49,494,145
Net OPEB liability	107,182,217	95,083,178
Bonds and notes payable	575,603,939	590,573,456
Total noncurrent liabilities	<u>728,599,417</u>	<u>735,150,779</u>
Total liabilities	<u>756,843,744</u>	<u>765,958,937</u>
Deferred inflows of resources:		
Deferred inflows related to pensions	9,070,812	6,771,550
Deferred inflows related to OPEB	26,740,139	36,803,285
Total deferred inflows of resources	<u>35,810,951</u>	<u>43,574,835</u>
<u>Net assets</u>		
Beginning of year - audited	80,169,233	76,748,779
Current year addition	(792,852)	5,723,181
Total net position	<u>\$ 79,376,381</u>	<u>\$ 82,471,960</u>

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Four Months Ended December 31, 2020

11 Unrestricted Funds

	Adjusted Budget	Actual (33%)	% Actual to Adjusted Budget	12/31/19	% of 8/31/20 Actual
REVENUES:					
State Appropriations	\$ 42,079,966	\$ 18,099,335	43.01	18,099,707	42.88
Local Taxes - Maintenance & Operations	72,940,110	5,571,104	7.64	8,076,396	11.31
Credit Tuition	63,667,000	45,903,409	72.10	49,487,341	78.69
Credit Exemptions & Waivers	(7,900,000)	(7,115,568)	90.07	(6,582,878)	83.07
Continuing Education					
CPET	480,000	53,550	11.16	13,074	13.74
Maritime Transportation	1,200,000	433,834	36.15	346,676	49.27
Continuing Professional Development (CPD)	4,400,000	1,696,062	38.55	1,720,992	35.22
Continuing Education Exemptions & Waivers	-	(55,086)	-	(19,664)	45.40
Bad Debt	(1,900,000)	(633,333)	33.33	(566,668)	123.77
Sales & Services	1,535,000	568,162	37.01	756,576	19.28
Investment Income	500,000	51,555	10.31	518,707	50.13
Total	<u>177,002,076</u>	<u>64,573,024</u>	<u>36.48</u>	<u>71,850,259</u>	<u>40.19</u>
EXPENDITURES:					
Instruction	68,212,407	24,762,002	36.30	26,951,882	36.34
Public Service	5,280,781	1,908,741	36.15	1,850,717	27.15
Academic Support	15,713,547	4,937,933	31.42	5,404,602	39.13
Student Services	16,580,864	4,479,819	27.02	4,471,261	27.13
Institutional Support	44,803,785	12,998,621	29.01	14,009,046	31.77
Physical Plant	22,893,662	4,666,049	20.38	5,564,844	28.53
Total	<u>173,485,046</u>	<u>53,753,165</u>	<u>30.98</u>	<u>58,252,352</u>	<u>33.31</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	3,517,030	38,589	1.10	46,105	0.96
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 10,781,270</u>		<u>\$ 13,551,802</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Four Months Ended December 31, 2020

Federal Restricted Funds

	Adjusted Budget	Actual (33%)	% Actual to Adjusted Budget	12/31/19	% of 8/31/20 Actual
REVENUES:					
Grants	\$ 57,686,670	\$ 18,636,611	32.31	\$ 20,163,564	37.44
Total	<u>57,686,670</u>	<u>18,636,611</u>	<u>32.31</u>	<u>20,163,564</u>	<u>37.44</u>
EXPENDITURES:					
Instruction	1,410,133	209,436	14.85	309,729	15.51
Public Service	498,504	84,639	16.98	66,791	31.60
Academic Support	8,413,598	1,148,268	13.65	727,322	15.22
Student Services	137,489	66,020	48.02	146,891	39.13
Institutional Support	1,619,976	242,375	14.96	294,760	30.60
Scholarships and Fellowships	45,602,869	16,885,884	37.03	18,618,071	41.06
Physical Plant	-	0.00	-	-	-
Total	<u>57,682,569</u>	<u>18,636,622</u>	<u>32.31</u>	<u>20,163,564</u>	<u>37.44</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	(300,000)	-	-	-
Transfers Out	-	300,000	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ 4,101</u>	<u>\$ (11)</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Four Months Ended December 31, 2020

State Restricted Funds

	Adjusted Budget	Actual (33%)	% Actual to Adjusted Budget	12/31/19	% of 8/31/20 Actual
REVENUES:					
State Paid Benefits	\$ 11,597,879	\$ 3,950,083	34.06	\$ 3,968,967	34.78
Grants	3,407,133	1,124,725	33.01	1,056,069	35.10
Total	<u>15,005,012</u>	<u>5,074,808</u>	<u>33.82</u>	<u>5,025,036</u>	<u>34.85</u>
EXPENDITURES:					
Instruction	4,795,102	2,043,101	42.61	1,595,568	27.62
Public Service	408,427	108,104	26.47	98,032	28.86
Academic Support	1,749,654	383,392	21.91	371,408	20.66
Student Services	1,808,769	539,367	29.82	441,169	26.30
Institutional Support	3,539,293	956,830	27.03	1,621,543	52.56
Scholarships and Fellowships	2,703,767	1,046,814	38.72	897,316	51.49
Total	<u>15,005,012</u>	<u>5,077,608</u>	<u>33.84</u>	<u>5,025,036</u>	<u>34.85</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (2,800)</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Four Months Ended December 31, 2020

Local Restricted Funds

	<u>Adjusted Budget</u>	<u>Actual (33%)</u>	<u>% Actual to Adjusted Budget</u>	<u>12/31/19</u>	<u>% of 8/31/20 Actual</u>
REVENUES:					
Local Grants	\$ 3,046,332	\$ 589,728	19.36	\$ 1,109,624	37.36
Total	<u>3,046,332</u>	<u>589,728</u>	<u>19.36</u>	<u>1,109,624</u>	<u>37.36</u>
EXPENDITURES:					
Instruction	32,019	-	-	40,195	99.70
Public Service	216,216	43,665	20.20	46,351	26.40
Academic Support	1,040,083	85,257	8.20	176,752	29.27
Student Services	38,986	7,267	18.64	31,210	80.66
Institutional Support	47,508	2,470	-	1,645	5.32
Scholarships and Fellowships	1,910,000	491,167	25.72	855,589	39.38
Total	<u>3,284,812</u>	<u>629,826</u>	<u>19.17</u>	<u>1,151,742</u>	<u>37.61</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(238,480)	(23,779)	9.97	(46,105)	25.23
Transfers Out	<u>-</u>	<u>(14,810)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (1,509)</u>		<u>\$ 3,987</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Four Months Ended December 31, 2020

27 Texas Public Education Grant

	<u>Adjusted Budget</u>	<u>Actual (33%)</u>	<u>% Actual to Adjusted Budget</u>	<u>12/31/19</u>	<u>% of 8/31/20 Actual</u>
REVENUES:					
Credit Tuition	<u>\$ 3,000,000</u>	<u>\$ 2,158,171</u>	<u>71.94</u>	<u>\$ 2,321,842</u>	<u>77.13</u>
Total	<u>3,000,000</u>	<u>2,158,171</u>	<u>71.94</u>	<u>2,321,842</u>	<u>77.13</u>
EXPENDITURES:					
Scholarships and Fellowships	<u>3,500,000</u>	<u>1,602,963</u>	<u>45.80</u>	<u>1,153,294</u>	<u>44.38</u>
Total	<u>3,500,000</u>	<u>1,602,963</u>	<u>45.80</u>	<u>1,153,294</u>	<u>44.38</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u><u>\$ (500,000)</u></u>	<u><u>\$ 555,208</u></u>		<u><u>\$ 1,168,548</u></u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Four Months Ended December 31, 2020

28 Private Gifts and Donations

	Adjusted Budget	Actual (33%)	% Actual to Adjusted Budget	12/31/19	% of 8/31/20 Actual
REVENUES:					
Sales & Service	\$ -	\$ 24,613	-	\$ 1,160	-
Total	-	24,613	-	1,160	-
EXPENDITURES:					
Instruction	-	5,982	-	4,620	-
Scholarships and Fellowships	-	13,715	-	-	-
Total	-	19,697	-	4,620	-
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ 4,916		\$ (3,460)	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Four Months Ended December 31, 2020

Auxiliary Enterprises

	<u>Adjusted Budget</u>	<u>Actual (33%)</u>	<u>% Actual to Adjusted Budget</u>	<u>12/31/19</u>	<u>% of 8/31/20 Actual</u>
REVENUES:					
Auxiliary Services	\$ 2,753,200	\$ 678,703	24.65	\$ 1,405,214	51.52
Total	<u>2,753,200</u>	<u>678,703</u>	<u>24.65</u>	<u>1,405,214</u>	<u>51.52</u>
EXPENDITURES:					
Non-Instructional Labor	301,176	49,653	16.49	150,507	39.60
Benefits	44,343	114,200	257.54	132,142	35.15
Supplies	354,000	14,273	4.03	197,675	52.94
Travel	158,381	17,333	10.94	57,375	47.85
Contracted Services	398,419	10,205	2.56	97,013	43.38
Scholarships and Fellowships	1,178,117	534,375	45.36	731,331	63.98
Utilities	200	-	-	-	-
Total	<u>2,434,636</u>	<u>740,039</u>	<u>30.40</u>	<u>1,366,043</u>	<u>52.22</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ 318,564</u>	<u>\$ (61,336)</u>		<u>\$ 39,171</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Four Months Ended December 31, 2020

95 Retirement of Indebtedness

	Adjusted Budget	Actual (33%)	% Actual to Adjusted Budget	12/31/19	% of 8/31/20 Actual
REVENUES:					
Investment Income	\$ -	\$ 3,031	-	\$ 89,095	36.28
Local Taxes - Debt Service	<u>36,920,763</u>	<u>2,817,478</u>	<u>7.63</u>	<u>4,197,576</u>	<u>11.29</u>
Total	<u>36,920,763</u>	<u>2,820,509</u>	<u>7.64</u>	<u>4,286,671</u>	<u>11.46</u>
EXPENDITURES:					
Institutional Support - Principal	15,980,930	-	-	-	-
Institutional Support - Interest	<u>24,218,383</u>	<u>7,987,195</u>	<u>32.98</u>	<u>9,440,244</u>	<u>35.26</u>
Total	<u>40,199,313</u>	<u>7,987,195</u>	<u>19.87</u>	<u>9,440,244</u>	<u>24.02</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(3,278,550)	-	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Adjustment for Debt Principal Payment ¹	<u>(15,980,930)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ 15,980,930</u>	<u>\$ (5,166,686)</u>		<u>\$ (5,153,573)</u>	

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Per government accounting practices, principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as a reduction to the appropriate liability line item on the Statement of Net Position.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Four Months Ended December 31, 2020

97 Investment in Plant

	<u>Adjusted Budget</u>	<u>Actual (33%)</u>	<u>% Actual to Adjusted Budget</u>	<u>12/31/19</u>	<u>% of 8/31/20 Actual</u>
EXPENDITURES:					
Depreciation	\$ 20,500,000	\$ 7,156,535	34.91	\$ 5,099,204	27.98
Total	<u>20,500,000</u>	<u>7,156,535</u>	<u>34.91</u>	<u>5,099,204</u>	<u>27.98</u>
Adjustment for Capital Purchases ¹	<u>-</u>	<u>(203,832)</u>	<u>-</u>	<u>(183,806)</u>	<u>-</u>
TRANSFERS AMONG FUNDS:					
Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ (20,500,000)</u>	<u>\$ (6,952,703)</u>		<u>\$ (4,915,398)</u>	

¹ Per government accounting practices, capital purchases included in the expenditure line items for fund type 11, federal and state restricted funds, and auxiliary funds are subsequently deducted from total year-to-date expenditures and reclassified as an increase to the appropriate asset line item on the Statement of Net Position.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Four Months Ended December 31, 2020

Consolidated -All Funds
(Not Including Capital Improvement Program)

	Adjusted Budget	Actual (33%)	% Actual to Adjusted Budget	12/31/19	% of 8/31/20 Actual
REVENUES:					
State Appropriations	\$ 53,677,845	\$ 22,049,418	41.08	\$ 22,068,674	41.15
Local Taxes - Maintenance & Operations	72,940,110	5,571,104	7.64	8,076,396	11.31
Local Taxes - Debt Service	36,920,763	2,817,478	7.63	4,197,576	11.29
Credit Tuition	66,667,000	48,061,580	72.09	51,809,183	78.61
Credit Exemptions & Waivers	(7,900,000)	(7,115,568)	90.07	(6,582,878)	83.07
Continuing Education					
CPET	480,000	53,550	11.16	13,074	14
Maritime Transportation	1,200,000	433,834	36.15	346,676	49.27
Continuing Professional Development	4,400,000	1,696,062	38.55	1,720,992	35.22
Continuing Education Exemptions & Waivers	-	(55,086)	-	(19,664)	45.40
Bad Debt	(1,900,000)	(633,333)	33.33	(566,668)	123.77
Sales & Services	1,535,000	592,775	38.62	757,736	19.30
Investment Income	500,000	54,586	10.92	607,802	47.47
Investment Income - San Jac Tomorrow Program	-	50,799	-	1,032,104	56.62
Auxiliary Services	2,753,200	678,703	24.65	1,405,214	51.52
Grants	61,093,803	19,761,336	32.35	21,219,633	37.31
Local Grants	3,046,332	589,728	19.36	1,109,624	37.36
Total	<u>295,414,053</u>	<u>94,606,966</u>	<u>32.03</u>	<u>107,195,474</u>	<u>36.34</u>
EXPENDITURES:					
Instruction	74,449,661	27,020,521	36.29	28,901,994	35.24
Public Service	6,403,928	2,145,149	33.50	2,061,891	27.33
Academic Support	26,916,882	6,554,850	24.35	6,680,084	31.82
Student Services	18,566,108	5,092,473	27.43	5,090,531	27.41
Institutional Support	90,209,875	22,187,491	24.60	25,367,238	33.85
Physical Plant	22,893,662	4,666,049	20.38	5,564,844	28.25
Scholarships and Fellowships	53,716,636	20,040,543	37.31	21,524,270	41.51
Auxiliary Enterprises	2,434,636	740,039	30.40	1,366,043	52.22
Depreciation	20,500,000	7,156,535	34.91	5,099,204	27.98
Total	<u>316,091,388</u>	<u>95,603,650</u>	<u>30.25</u>	<u>101,656,099</u>	<u>34.29</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(3,517,030)	(23,779)	0.68	(46,105)	0.91
Transfers Out	3,517,030	23,779	0.68	46,105	0.91
Adjustment for Debt Principal Payment ¹	(15,980,930)	-	-	-	-
Adjustment for Capital Purchases ¹	(425,341)	(203,832)	47.92	(183,806)	14.11
Net Increase (Decrease) in Net Position	<u>\$ (4,271,064)</u>	<u>\$ (792,852)</u>		<u>\$ 5,723,181</u>	

¹ Per government accounting practices, capital purchases and principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as an increase or reduction to the appropriate asset or liability line item on the Statement of Net Position.

Capital Improvement Program

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Four Months Ended December 31, 2020

91 Capital Projects

	Adjusted Budget	Actual (33%)	12/31/19
REVENUES:			
Investment Income	\$ -	\$ 50,799	\$ 1,032,104
Total	-	50,799	1,032,104
EXPENDITURES:			
Bond Programs	-	14,935,837	17,611,163
Total	-	14,935,837	17,611,163
Net Increase (Decrease) in Net Position	\$ -	\$ (14,885,038)	\$ (16,579,059)

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Four Months Ended December 31, 2020

93 Generation Park Clear Lake Land Proceeds

	<u>Adjusted Budget</u>	<u>Actual (33%)</u>	<u>12/31/19</u>
REVENUES:			
Land Sale Proceeds	\$ -	\$ -	\$ -
Total	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES:			
Generation Park	<u>117,078</u>	<u>67,126</u>	<u>4,833,321</u>
Total	<u>117,078</u>	<u>67,126</u>	<u>4,833,321</u>
TRANSFERS AMONG FUNDS:			
Transfers In	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ (117,078)</u>	<u>\$ (67,126)</u>	<u>\$ (4,833,321)</u>

San Jacinto College Financial Statements
Monthly Investment Report December 2020

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Portfolio Summary Report
Period Ending December 31, 2020

		<u>Fair Value</u>	<u>Book Value</u>
Beginning Value	December 1, 2020	\$ 151,812,997	\$ 151,812,997
Additions/Subtractions (Net)		(2,316,463)	(2,316,463)
Change in Fair Value*		-	-
Ending Value	December 31, 2020	<u>\$ 149,496,534</u>	<u>\$ 149,496,534</u>
Earnings for December			\$ 17,928
WAM at Ending Period Date (Days)			1.00

*On investments held to term, it is the policy of San Jacinto College to hold investments to maturity thus mitigating the impact of market losses.

The investment portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.

Prepared by:



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Reviewed by:



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SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Weighted Average to Maturity
December 31, 2020

Description	Held At	Annualized Interest Rate	Purchase Date	Maturity	Par	Fair Value	Book Value	% of Total Days to Portfolio Maturity	Weighted Avg. Mat.
Short-Term Investments - Cash & Cash Equivalents									
Credit Cards in Transit	Heartland	N/A	N/A	01/01/21	\$	7,064	7,064	0.00%	1
JP Morgan Accounts Payable Disbursements	JP Morgan Chase Bank	N/A	N/A	01/01/21	N/A	(340,697)	(340,697)	-0.23%	1
JP Morgan Operating	JP Morgan Chase Bank	N/A	N/A	01/01/21	N/A	2,743,911	2,743,911	1.84%	1
JP Morgan Payroll	JP Morgan Chase Bank	N/A	N/A	01/01/21	N/A	(26,649)	(26,649)	-0.02%	1
JP Morgan Workmen's Comp	JP Morgan Chase Bank	N/A	N/A	01/01/21	N/A	(385)	(385)	0.00%	1
Petty Cash	Campus Business Offices	N/A	N/A	01/01/21	N/A	20,025	20,025	0.01%	1
East West MM Operating Account	East West Bank	0.2500%	N/A	01/01/21	N/A	10,002,158	10,002,158	6.69%	1
Texas Citizens Bank	Texas Citizens Bank	0.4000%	N/A	01/01/21	N/A	248,191	248,191	0.17%	1
LSJP Government Overnight Fund - Operating Funds	Lone Star Investment Poc	0.0666%	N/A	01/01/21	N/A	1,631,226	1,631,226	1.09%	1
TexPool - Operating	TexPool	0.0909%	N/A	01/01/21	N/A	10,733	10,733	0.01%	1
TexPool - PRIME - Operating	TexPool	0.1431%	N/A	01/01/21	N/A	57,006,696	57,006,696	38.13%	1
Restricted - Cash & Cash Equivalents									
LSJP Government Overnight Fund - 2008 GOB Bond Proceeds	Lone Star Investment Poc	0.0666%	N/A	01/01/21	N/A	2,584,159	2,584,159	1.73%	1
LSJP Government Overnight Fund - GOB Debt Service	Lone Star Investment Poc	0.0666%	N/A	01/01/21	N/A	10,327,608	10,327,608	6.91%	1
TexPool PRIME - 2019 Bond Proceeds	TexPool	0.1431%	N/A	01/01/21	N/A	65,282,494	65,282,494	43.67%	1
Grand Total Short-Term Investments and Cash & Cash Equivalents					\$	149,496,534	149,496,534	100.00%	1.00

Weighted Average to Maturity at Ending Period Date (Days)

CAFR Note 4	\$	20,025	Petty cash on hand
	\$	136,842,916	Investment pools
	\$	10,250,349	Money market
	\$	2,383,244	Bank deposits - demand deposits
	\$	-	U. S. government securities and municipal bonds
	\$	-	Accrued earnings
	\$	<u>149,496,534</u>	Total cash, cash equivalents, and investments

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Inventory Holdings Report
December 31, 2020

Description	Held At	Annualized Interest Rate	Maturity	Par	11/30/2020		12/31/2020		Change in Fair Value For the Month	December Earnings	Total Earnings To Date
					Ending Fair Value	Ending Book Value	Ending Fair Value	Ending Book Value			
Operating Funds											
Short Term Investments - Maturities less than one year from date of report	Bank of America				\$ -	\$ -	\$ -	\$ -	\$ N/A		
Sub Total Short Term Investments - Operating Funds					\$ -	\$ -	\$ -	\$ -	\$ -		
Operating Funds											
Long Term Investments - Maturities greater than one year from date of report					\$ -	\$ -	\$ -	\$ -	\$ N/A		
Sub Total Long Term Investments - Operating Funds					\$ -	\$ -	\$ -	\$ -	\$ -		
Bond Proceeds Funds											
Short Term Investments - Maturities less than one year from date of report					\$ -	\$ -	\$ -	\$ -	\$ N/A		
Sub Total Short Term Investments - Bond Funds					\$ -	\$ -	\$ -	\$ -	\$ -		
Bond Proceeds Funds											
Long Term Investments - Maturities greater than one year from date of report					\$ -	\$ -	\$ -	\$ -	\$ N/A		
Sub Total Long Term Investments - Bond Funds					\$ -	\$ -	\$ -	\$ -	\$ -		
Sub Total Investments					\$ -	\$ -	\$ -	\$ -	\$ -		
Short-Term Investments - Unrestricted Funds											
Demand Deposits											
Credit Cards in Transit	Heartland	N/A	01/01/21	N/A	\$ 4,475	\$ 4,475	\$ 7,064	\$ 7,064	\$ 2,589	N/A	N/A
JPMorgan Accounts Payable Disbursements	JPMorgan Chase Bank	N/A	01/01/21	N/A	(406,994)	(406,994)	(340,697)	(340,697)	66,297	N/A	N/A
JPMorgan Operating	JPMorgan Chase Bank	N/A	01/01/21	N/A	3,174,758	3,174,758	2,743,911	2,743,911	(430,847)	N/A	N/A
JPMorgan Payroll	JPMorgan Chase Bank	N/A	01/01/21	N/A	(25,007)	(25,007)	(26,649)	(26,649)	(1,642)	N/A	N/A
JPMorgan Workmen's Comp	JPMorgan Chase Bank	N/A	01/01/21	N/A	(2,675)	(2,675)	(385)	(385)	2,290	N/A	N/A
Petty Cash	Campus Business Offices	N/A	01/01/21	N/A	20,025	20,025	20,025	20,025		N/A	N/A
Sub Total Demand Deposits					\$ 2,764,562	\$ 2,764,562	\$ 2,403,269	\$ 2,403,269	\$ (361,313)		
Money Market Accounts											
East West MM Operating Account	East West Bank	0.2500%	01/01/21	N/A	\$ 15,009,386	\$ 15,009,386	\$ 10,002,158	\$ 10,002,158	\$ (5,007,228)	\$ 2,158	\$ 11,544
Texas Citizens Bank	Texas Citizens Bank	0.4000%	01/01/21	N/A	248,107	248,107	248,191	248,191	84	84	340
Sub Total Money Market Accounts					\$ 15,257,493	\$ 15,257,493	\$ 10,250,349	\$ 10,250,349	\$ (5,007,144)	\$ 2,242	\$ 11,884
Pool Accounts											
TexPool - Operating	TexPool	0.0909%	01/01/21	N/A	\$ 56,733	\$ 56,733	\$ 10,733	\$ 10,733	\$ (46,000)	\$ 86	\$ 1,038
TexPool PRIME - Operating	TexPool	0.1431%	01/01/21	N/A	\$ 53,007,760	\$ 53,007,760	\$ 57,006,696	\$ 57,006,696	\$ 3,998,936	\$ 6,696	\$ 38,562
LSIP Government Overnight Fund - Operating Funds	Lone Star Investment Pool	0.0666%	01/01/21	N/A	9,927	9,927	1,631,226	1,631,226	1,621,299	19	72
Sub Total Pool Accounts					\$ 53,074,420	\$ 53,074,420	\$ 58,648,655	\$ 58,648,655	\$ 5,574,235	\$ 6,801	\$ 39,672
Sub Total - Short Term Investments - Unrestricted Funds					\$ 71,096,495	\$ 71,096,495	\$ 71,302,273	\$ 71,302,273	\$ 205,770	\$ 9,043	\$ 51,556
Short-Term Investments - Restricted (Bond) Funds											
Money Market Accounts					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total Money Market Accounts					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Inventory Holdings Report
December 31, 2020

Description	Held At	Annualized Interest Rate	Maturity	Par	11/30/2020		12/31/2020		Change in Fair Value For the Month	December Earnings	Total Earnings To Date
					Ending Fair Value	Ending Book Value	Ending Fair Value	Ending Book Value			
Pool Accounts											
LSP Government Overnight Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	0.0666%	01/01/21	N/A	\$ 2,584,178	\$ 2,584,178	\$ 2,584,159	\$ 2,584,159	\$ (19)	\$ 146	\$ 678
LSP Government Overnight Fund - GOB Debt Service	Lone Star Investment Pool	0.0666%	01/01/21	N/A	8,948,186	8,948,186	10,327,608	10,327,608	1,379,422	537	2,354
TexPool PRIME - 2019 Bond Proceeds	TexPool	0.1431%	01/01/21	N/A	69,184,138	69,184,138	65,282,494	65,282,494	(3,901,644)	8,202	50,800
Sub Total Pool Accounts					\$ 80,716,502	\$ 80,716,502	\$ 78,194,261	\$ 78,194,261	\$ (2,522,241)	\$ 8,885	\$ 53,832
Sub Total - Short Term Investments - Restricted (Bond) Funds					\$ 80,716,502	\$ 80,716,502	\$ 78,194,261	\$ 78,194,261	\$ (2,522,241)	\$ 8,885	\$ 53,832
Accrued Earnings											
Operating Funds	Bank of America	Var	Var	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Funds	Bank of America	Var	Var	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total Accrued Earnings					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total					\$ 151,812,997	\$ 151,812,997	\$ 149,496,534	\$ 149,496,534	\$ (2,316,463)	\$ 17,928	\$ 105,388

The investment portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.

Without Accrued Earnings	\$ 151,812,997
Without Accrued Earnings	\$ 149,496,534

Benchmark - U.S. Department of the Treasury Daily Treasury Yield Curve Rates
<https://www.treasury.gov/resource-center/data-chart-center/interest-rates/pages/txtView.aspx?data=yieldYear&year=2020>

**San Jacinto College District
 Analysis of Benchmark Rates
 For the Fiscal Year Ending August 31, 2021**

Benchmark - U.S. Department of the Treasury Daily Treasury Yield Curve Rates

<https://www.treasury.gov/resource-center/data-chart-center/interest-rates/pages/TextView.aspx?data=yieldYear&year=2020>

	EWB	LSIP	TexPool	TexPool Prime
December 31, 2020	0.2500%	0.0666%	0.0909%	0.1431%
1 yr Tsy = 0.10%				
2 Yr Tsy = 0.13%				
3 Yr Tsy = 0.17%				

	EWB	LSIP	TexPool	TexPool Prime
November 30, 2020	0.2500%	0.0778%	0.1231%	0.1625%
1 yr Tsy = 0.11%				
2 Yr Tsy = 0.16%				
3 Yr Tsy = 0.19%				

	EWB	LSIP	TexPool	TexPool Prime
October 31, 2020	0.2500%	0.0817%	0.1335%	0.2281%
1 yr Tsy = 0.13%				
2 Yr Tsy = 0.14%				
3 Yr Tsy = 0.19%				

	EWB	LSIP	TexPool	TexPool Prime
September 30, 2020	0.2500%	0.0866%	0.1474%	0.2619%
1 yr Tsy = 0.12%				
2 Yr Tsy = 0.13%				
3 Yr Tsy = 0.16%				

San Jacinto College Financial Statements
November 2020

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Statement of Net Position
November 30,

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Current assets:		
Cash and cash equivalents	\$ 67,326,113	\$ 66,232,382
Accounts receivable - taxes	4,476,059	3,183,068
Accounts receivable	19,559,389	20,081,390
Deferred charges	1,422,084	1,235,690
Inventories	366,250	356,016
Total current assets	<u>93,149,895</u>	<u>91,088,546</u>
Noncurrent assets:		
Restricted cash and cash equivalents	84,486,884	174,313,940
Capital assets, net	647,050,691	567,226,871
Total noncurrent assets	<u>731,537,575</u>	<u>741,540,811</u>
Total assets	<u>824,687,470</u>	<u>832,629,357</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	20,383,403	25,781,981
Deferred outflow related to OPEB	17,632,637	20,497,036
Deferred outflow related to defeased debt	7,375,700	8,645,608
Total deferred outflows of resources	<u>45,391,740</u>	<u>54,924,625</u>
<u>Liabilities</u>		
Current liabilities:		
Accounts payable	14,715,032	15,816,352
Accrued liabilities	7,418,777	8,764,274
Accrued compensable absences and deferred compensation	2,741,917	2,181,388
Deferred revenues	594,512	610,838
Total current liabilities	<u>25,470,238</u>	<u>27,372,852</u>
Noncurrent liabilities:		
Net pension liability	45,813,261	49,494,145
Net OPEB liability	107,182,217	95,083,178
Bonds and notes payable	575,807,875	590,777,392
Total noncurrent liabilities	<u>728,803,353</u>	<u>735,354,715</u>
Total liabilities	<u>754,273,591</u>	<u>762,727,567</u>
Deferred inflows of resources -		
Deferred inflows related to pensions	9,070,812	6,771,550
Deferred inflows related to OPEB	26,740,139	36,803,285
Total deferred inflows of resources	<u>35,810,951</u>	<u>43,574,835</u>
<u>Net assets</u>		
Beginning of year - audited	80,169,233	76,724,024
Current year addition	(174,565)	4,527,556
Total net position	<u>\$ 79,994,668</u>	<u>\$ 81,251,580</u>

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Three Months Ended November 30, 2020

11 Unrestricted Funds

	Adjusted Budget	Actual (25%)	% Actual to Adjusted Budget	11/30/19	% of 8/31/20 Actual
REVENUES:					
State Appropriations	\$ 42,079,966	\$ 14,100,501	33.51	14,100,935	33.40
Local Taxes - Maintenance & Operations	72,940,110	302,918	0.42	873,110	1.22
Credit Tuition	63,667,000	40,143,543	63.05	44,202,235	70.28
Credit Exemptions & Waivers	(7,900,000)	(5,055,834)	64.00	(5,191,584)	65.51
Continuing Education					
CPET	480,000	49,754	10.37	7,417	7.80
Maritime Transportation	1,200,000	382,298	31.86	280,100	39.80
Continuing Professional Development (CPD)	4,400,000	1,365,621	31.04	1,371,168	28.06
Continuing Education Exemptions & Waivers	-	(52,636)	-	(15,691)	36.23
Bad Debt	(1,900,000)	(475,000)	25.00	(425,001)	92.83
Sales & Services	1,535,000	457,322	29.79	601,439	15.33
Investment Income	500,000	42,512	8.50	413,204	39.93
Total	<u>177,002,076</u>	<u>51,260,999</u>	<u>28.96</u>	<u>56,217,332</u>	<u>31.45</u>
EXPENDITURES:					
Instruction	68,351,658	18,466,063	27.02	20,008,089	26.98
Public Service	5,142,130	1,428,151	27.77	1,378,433	20.22
Academic Support	15,712,947	3,916,171	24.92	4,336,712	31.39
Student Services	16,580,864	3,334,796	20.11	3,303,952	20.05
Institutional Support	44,803,784	10,166,431	22.69	10,357,914	23.49
Physical Plant	22,893,663	3,422,047	14.95	3,980,375	20.41
Total	<u>173,485,046</u>	<u>40,733,659</u>	<u>23.48</u>	<u>43,365,475</u>	<u>24.80</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	3,517,030	23,779	0.68	30,545	0.64
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 10,503,561</u>		<u>\$ 12,821,312</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Three Months Ended November 30, 2020

Federal Restricted Funds

	Adjusted Budget	Actual (25%)	% Actual to Adjusted Budget	11/30/19	% of 8/31/20 Actual
REVENUES:					
Grants	\$ 57,481,703	\$ 17,885,967	31.12	\$ 19,688,818	36.55
Total	<u>57,481,703</u>	<u>17,885,967</u>	<u>31.12</u>	<u>19,688,818</u>	<u>36.55</u>
EXPENDITURES:					
Instruction	1,410,133	123,485	8.76	247,661	12.40
Public Service	297,638	67,995	22.84	48,082	22.75
Academic Support	8,413,598	920,255	10.94	575,128	12.04
Student Services	137,489	60,331	43.88	122,802	32.71
Institutional Support	1,652,736	175,805	10.64	224,568	23.31
Scholarships and Fellowships	45,570,109	16,538,096	36.29	18,470,577	40.74
Physical Plant	-	-	-	-	-
Total	<u>57,481,703</u>	<u>17,885,967</u>	<u>31.12</u>	<u>19,688,818</u>	<u>36.55</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Three Months Ended November 30, 2020

State Restricted Funds

	Adjusted Budget	Actual (25%)	% Actual to Adjusted Budget	11/30/19	% of 8/31/20 Actual
REVENUES:					
State Paid Benefits	\$ 11,597,879	\$ 2,964,745	25.56	\$ 2,975,094	26.07
Grants	3,407,133	1,044,715	30.66	1,002,105	33.31
Total	<u>15,005,012</u>	<u>4,009,460</u>	<u>26.72</u>	<u>3,977,199</u>	<u>27.58</u>
EXPENDITURES:					
Instruction	5,559,804	1,648,085	29.64	1,115,383	19.31
Public Service	359,344	83,528	23.24	86,064	25.34
Academic Support	1,590,106	284,325	17.88	227,684	12.67
Student Services	1,581,125	419,164	26.51	305,799	18.23
Institutional Support	3,210,866	578,519	18.02	1,352,979	43.86
Scholarships and Fellowships	2,703,767	995,839	36.83	889,290	51.03
Total	<u>15,005,012</u>	<u>4,009,460</u>	<u>26.72</u>	<u>3,977,199</u>	<u>27.58</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Three Months Ended November 30, 2020

Local Restricted Funds

	<u>Adjusted Budget</u>	<u>Actual (25%)</u>	<u>% Actual to Adjusted Budget</u>	<u>11/30/19</u>	<u>% of 8/31/20 Actual</u>
REVENUES:					
Local Grants	\$ 3,046,332	\$ 381,353	12.52	\$ 871,687	29.34
Total	<u>3,046,332</u>	<u>381,353</u>	<u>12.52</u>	<u>871,687</u>	<u>29.34</u>
EXPENDITURES:					
Instruction	32,019	-	-	40,353	100.10
Public Service	216,216	28,706	13.28	30,549	17.40
Academic Support	1,040,083	54,379	5.23	93,053	15.41
Student Services	38,986	4,567	11.71	30,177	77.99
Institutional Support	47,508	-	-	1,645	5.32
Scholarships and Fellowships	1,910,000	318,841	16.69	702,662	32.34
Total	<u>3,284,812</u>	<u>406,493</u>	<u>12.37</u>	<u>898,439</u>	<u>29.34</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(238,480)	(23,779)	9.97	(30,545)	16.72
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (1,361)</u>		<u>\$ 3,793</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Three Months Ended November 30, 2020

27 Texas Public Education Grant

	<u>Adjusted Budget</u>	<u>Actual (25%)</u>	<u>% Actual to Adjusted Budget</u>	<u>11/30/19</u>	<u>% of 8/31/20 Actual</u>
REVENUES:					
Credit Tuition	<u>\$ 3,000,000</u>	<u>\$ 1,892,081</u>	<u>63.07</u>	<u>\$ 2,075,670</u>	<u>68.96</u>
Total	<u>3,000,000</u>	<u>1,892,081</u>	<u>63.07</u>	<u>2,075,670</u>	<u>68.96</u>
EXPENDITURES:					
Scholarships and Fellowships	<u>3,500,000</u>	<u>1,594,105</u>	<u>45.55</u>	<u>1,139,078</u>	<u>43.84</u>
Total	<u>3,500,000</u>	<u>1,594,105</u>	<u>45.55</u>	<u>1,139,078</u>	<u>43.84</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u><u>\$ (500,000)</u></u>	<u><u>\$ 297,976</u></u>		<u><u>\$ 936,592</u></u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Three Months Ended November 30, 2020

28 Private Gifts and Donations

	<u>Adjusted Budget</u>	<u>Actual (25%)</u>	<u>% Actual to Adjusted Budget</u>	<u>11/30/19</u>	<u>% of 8/31/20 Actual</u>
REVENUES:					
Sales & Service	\$ -	\$ 24,613	-	\$ 443	-
Total	<u>-</u>	<u>24,613</u>	<u>-</u>	<u>443</u>	<u>-</u>
EXPENDITURES:					
Instruction	-	4,805	-	2,586	-
Scholarships and Fellowships	-	13,715	-	-	-
Total	<u>-</u>	<u>18,520</u>	<u>-</u>	<u>2,586</u>	<u>-</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 6,093</u>		<u>\$ (2,143)</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Three Months Ended November 30, 2020

Auxiliary Enterprises

	<u>Adjusted Budget</u>	<u>Actual (25%)</u>	<u>% Actual to Adjusted Budget</u>	<u>11/30/19</u>	<u>% of 8/31/20 Actual</u>
REVENUES:					
Auxiliary Services	\$ 2,753,200	\$ 564,994	20.52	\$ 1,264,087	46.35
Total	<u>2,753,200</u>	<u>564,994</u>	<u>20.52</u>	<u>1,264,087</u>	<u>46.35</u>
EXPENDITURES:					
Non-Instructional Labor	301,176	38,957	12.93	115,389	30.36
Benefits	44,343	85,858	193.62	98,705	26.26
Supplies	354,000	9,317	2.63	162,821	43.61
Travel	158,381	13,892	8.77	52,633	43.89
Contracted Services	398,419	9,345	2.35	86,509	38.68
Scholarships and Fellowships	1,178,117	410,365	34.83	482,078	42.17
Utilities	200	-	-	-	-
Total	<u>2,434,636</u>	<u>567,734</u>	<u>23.32</u>	<u>998,135</u>	<u>38.16</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ 318,564</u>	<u>\$ (2,740)</u>		<u>\$ 265,952</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Three Months Ended November 30, 2020

95 Retirement of Indebtedness

	Adjusted Budget	Actual (25%)	% Actual to Adjusted Budget	11/30/19	% of 8/31/20 Actual
REVENUES:					
Investment Income	\$ -	\$ 2,348	-	\$ 68,295	27.81
Local Taxes - Debt Service	<u>36,920,763</u>	<u>148,526</u>	<u>0.40</u>	<u>456,296</u>	<u>1.23</u>
Total	<u>36,920,763</u>	<u>150,874</u>	<u>0.41</u>	<u>524,591</u>	<u>1.40</u>
EXPENDITURES:					
Institutional Support - Principal	15,980,930	-	-	-	-
Institutional Support - Interest	<u>24,218,383</u>	<u>5,991,788</u>	<u>24.74</u>	<u>7,081,398</u>	<u>26.45</u>
Total	<u>40,199,313</u>	<u>5,991,788</u>	<u>14.91</u>	<u>7,081,398</u>	<u>18.02</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(3,278,550)	-	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Adjustment for Debt Principal Payment ¹	<u>(15,980,930)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ 15,980,930</u>	<u>\$ (5,840,914)</u>		<u>\$ (6,556,807)</u>	

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Per government accounting practices, principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as a reduction to the appropriate liability line item on the Statement of Net Position.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Three Months Ended November 30, 2020

97 Investment in Plant

	<u>Adjusted Budget</u>	<u>Actual (25%)</u>	<u>% Actual to Adjusted Budget</u>	<u>11/30/19</u>	<u>% of 8/31/20 Actual</u>
EXPENDITURES:					
Depreciation	\$ 20,500,000	\$ 5,361,573	26.15	\$ 3,898,217	21.39
Total	<u>20,500,000</u>	<u>5,361,573</u>	26.15	<u>3,898,217</u>	21.39
Adjustment for Capital Purchases ¹	<u>-</u>	<u>(181,795)</u>	-	<u>(149,170)</u>	-
TRANSFERS AMONG FUNDS:					
Transfers In	<u>-</u>	<u>-</u>	-	<u>-</u>	-
Net Increase (Decrease) in Net Position	<u>\$ (20,500,000)</u>	<u>\$ (5,179,778)</u>		<u>\$ (3,749,047)</u>	

¹ Per government accounting practices, capital purchases included in the expenditure line items for fund type 11, federal and state restricted funds, and auxiliary funds are subsequently deducted from total year-to-date expenditures and reclassified as an increase to the appropriate asset line item on the Statement of Net Position.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Three Months Ended November 30, 2020

Consolidated -All Funds
(Not Including Capital Improvement Program)

	Adjusted Budget	Actual (25%)	% Actual to Adjusted Budget	11/30/19	% of 8/31/20 Actual
REVENUES:					
State Appropriations	\$ 53,677,845	\$ 17,065,246	31.79	\$ 17,076,029	31.84
Local Taxes - Maintenance & Operations	72,940,110	302,918	0.42	873,110	1.22
Local Taxes - Debt Service	36,920,763	148,526	0.40	456,296	1.23
Credit Tuition	66,667,000	42,035,624	63.05	46,277,905	70.22
Credit Exemptions & Waivers	(7,900,000)	(5,055,834)	64.00	(5,191,584)	65.51
Continuing Education					
CPET	480,000	49,754	10.37	7,417	8
Maritime Transportation	1,200,000	382,298	31.86	280,100	39.80
Continuing Professional Development	4,400,000	1,365,621	31.04	1,371,168	28.06
Continuing Education Exemptions & Waivers	-	(52,636)	-	(15,691)	36.23
Bad Debt	(1,900,000)	(475,000)	25.00	(425,001)	92.83
Sales & Services	1,535,000	481,935	31.40	601,882	15.33
Investment Income	500,000	44,860	8.97	481,499	37.61
Investment Income - San Jac Tomorrow Program	-	42,598	-	807,904	44.32
Auxiliary Services	2,753,200	564,994	20.52	1,264,087	46.35
Grants	60,888,836	18,930,682	31.09	20,690,923	36.38
Local Grants	3,046,332	381,353	12.52	871,687	29.34
Total	<u>295,209,086</u>	<u>76,212,939</u>	<u>25.82</u>	<u>85,427,731</u>	<u>28.96</u>
EXPENDITURES:					
Instruction	75,353,614	20,242,438	26.86	21,414,072	26.11
Public Service	6,015,328	1,608,380	26.74	1,543,128	20.46
Academic Support	26,756,734	5,175,130	19.34	5,232,577	24.93
Student Services	18,338,464	3,818,858	20.82	3,762,730	20.26
Institutional Support	89,914,207	16,912,543	18.81	19,018,504	25.38
Physical Plant	22,893,663	3,422,047	14.95	3,980,375	20.20
Scholarships and Fellowships	53,683,876	19,460,596	36.25	21,201,607	40.89
Auxiliary Enterprises	2,434,636	567,734	23.32	998,135	38.16
Depreciation	20,500,000	5,361,573	26.15	3,898,217	21.39
Total	<u>315,890,522</u>	<u>76,569,299</u>	<u>24.24</u>	<u>81,049,345</u>	<u>27.34</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(3,517,030)	(23,779)	0.68	(30,545)	0.60
Transfers Out	3,517,030	23,779	0.68	30,545	0.60
Adjustment for Debt Principal Payment ¹	(15,980,930)	-	-	-	-
Adjustment for Capital Purchases ¹	(425,341)	(181,795)	42.74	(149,170)	11.45
Net Increase (Decrease) in Net Position	<u>\$ (4,275,165)</u>	<u>\$ (174,565)</u>		<u>\$ 4,527,556</u>	

¹ Per government accounting practices, capital purchases and principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as an increase or reduction to the appropriate asset or liability line item on the Statement of Net Position.

Capital Improvement Program

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Three Months Ended November 30, 2020

91 Capital Projects

	Adjusted Budget	Actual (25%)	11/30/19
REVENUES:			
Investment Income	\$ -	\$ 42,598	\$ 807,904
Total	-	42,598	807,904
EXPENDITURES:			
Bond Programs	-	10,982,464	10,553,946
Total	-	10,982,464	10,553,946
Net Increase (Decrease) in Net Position	\$ -	\$ (10,939,866)	\$ (9,746,042)

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Three Months Ended November 30, 2020

93 Generation Park Clear Lake Land Proceeds

	<u>Adjusted Budget</u>	<u>Actual (25%)</u>	<u>11/30/19</u>
REVENUES:			
Land Sale Proceeds	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES:			
Generation Park	<u>-</u>	<u>6,394</u>	<u>2,593,522</u>
Total	<u>-</u>	<u>6,394</u>	<u>2,593,522</u>
TRANSFERS AMONG FUNDS:			
Transfers In	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u><u>\$ -</u></u>	<u><u>\$ (6,394)</u></u>	<u><u>\$ (2,593,522)</u></u>

San Jacinto College Financial Statements
Monthly Investment Report November 2020

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Portfolio Summary Report
Period Ending November 30, 2020

		<u>Fair Value</u>	<u>Book Value</u>
Beginning Value	November 1, 2020	\$ 164,640,803	\$ 164,640,803
Additions/Subtractions (Net)		(12,827,806)	(12,827,806)
Change in Fair Value*		-	-
Ending Value	November 30, 2020	<u>\$ 151,812,997</u>	<u>\$ 151,812,997</u>

Earnings for November \$ 21,384

WAM at Ending Period Date (Days) 1.00

*On investments held to term, it is the policy of San Jacinto College to hold investments to maturity thus mitigating the impact of market losses.

The investment portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.

Prepared by:



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Reviewed by:



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Reviewed by:



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 Vice Chancellor of Fiscal Affairs

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Weighted Average to Maturity
November 30, 2020

Description	Held At	Annualized Interest Rate	Purchase Date	Maturity	Par	Fair Value	Book Value	% of Total Days to Portfolio Maturity	Weighted Avg. Mat.
Short-Term Investments - Cash & Cash Equivalents									
Credit Cards in Transit	Heartland	N/A	N/A	12/01/20	N/A	\$ 4,475	\$ 4,475	0.00%	1
JP Morgan Accounts Payable Disbursements	JP Morgan Chase Bank	N/A	N/A	12/01/20	N/A	(406,994)	(406,994)	-0.27%	1
JP Morgan Operating	JP Morgan Chase Bank	N/A	N/A	12/01/20	N/A	3,174,758	3,174,758	2.09%	1
JP Morgan Payroll	JP Morgan Chase Bank	N/A	N/A	12/01/20	N/A	(25,007)	(25,007)	-0.02%	1
JP Morgan Workmen's Comp	JP Morgan Chase Bank	N/A	N/A	12/01/20	N/A	(2,675)	(2,675)	0.00%	1
Petty Cash	Campus Business Offices	N/A	N/A	12/01/20	N/A	20,025	20,025	0.01%	1
East West MM Operating Account	East West Bank	0.2500%	N/A	12/01/20	N/A	15,009,386	15,009,386	9.89%	1
Texas Citizens Bank	Texas Citizens Bank	0.4000%	N/A	12/01/20	N/A	248,107	248,107	0.16%	1
LSJP Government Overnight Fund - Operating Funds	Lone Star Investment Poc	0.0778%	N/A	12/01/20	N/A	9,927	9,927	0.01%	1
TexPool - Operating	TexPool	0.1231%	N/A	12/01/20	N/A	56,733	56,733	0.04%	1
TexPool - PRIME - Operating	TexPool	0.1625%	N/A	12/01/20	N/A	53,007,760	53,007,760	34.92%	1
Restricted - Cash & Cash Equivalents									
LSJP Government Overnight Fund - 2008 GOB Bond Proceeds	Lone Star Investment Poc	0.0778%	N/A	12/01/20	N/A	2,584,178	2,584,178	1.70%	1
LSJP Government Overnight Fund - GOB Debt Service	Lone Star Investment Poc	0.0778%	N/A	12/01/20	N/A	8,948,186	8,948,186	5.89%	1
TexPool PRIME - 2019 Bond Proceeds	TexPool	0.1625%	N/A	12/01/20	N/A	69,184,138	69,184,138	45.57%	1
Grand Total Short-Term Investments and Cash & Cash Equivalents						\$ 151,812,997	\$ 151,812,997	100.00%	1.00

Weighted Average to Maturity at Ending Period Date (Days)	
CAFR Note 4	\$ 20,025
Petty cash on hand	133,790,922
Investment pools	15,257,493
Money market	2,744,557
Bank deposits - demand deposits	-
U. S. government securities and municipal bonds	-
Accrued earnings	-
Total cash, cash equivalents and investments	<u>\$ 151,812,997</u>

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Inventory Holdings Report
November 30, 2020

Description	Held At	Annualized Interest Rate	Maturity	Par	10/31/2020		11/30/2020		Change in Fair Value For the Month	November Earnings To Date	Total Earnings To Date
					Ending Fair Value	Ending Book Value	Ending Fair Value	Ending Book Value			
Operating Funds											
Short Term Investments - Maturities less than one year from date of report	Bank of America				\$ -	\$ -	\$ -	\$ -	N/A		
Sub Total Short Term Investments - Operating Funds					\$ -	\$ -	\$ -	\$ -			
Operating Funds											
Long Term Investments - Maturities greater than one year from date of report					\$ -	\$ -	\$ -	\$ -	N/A		
Sub Total Long Term Investments - Operating Funds					\$ -	\$ -	\$ -	\$ -			
Bond Proceeds Funds											
Short Term Investments - Maturities less than one year from date of report					\$ -	\$ -	\$ -	\$ -	N/A		
Sub Total Short Term Investments - Bond Funds					\$ -	\$ -	\$ -	\$ -			
Bond Proceeds Funds											
Long Term Investments - Maturities greater than one year from date of report					\$ -	\$ -	\$ -	\$ -	N/A		
Sub Total Long Term Investments - Bond Funds					\$ -	\$ -	\$ -	\$ -			
Sub Total Investments					\$ -	\$ -	\$ -	\$ -			
Short-Term Investments - Unrestricted Funds											
Demand Deposits											
Credit Cards in Transit	Heartland	N/A	12/01/20	N/A	\$ 22,611	\$ 22,611	\$ 4,475	\$ 4,475	(18,136)	N/A	
JPMorgan Accounts Payable Disbursements	JPMorgan Chase Bank	N/A	12/01/20	N/A	(444,473)	(444,473)	(406,994)	(406,994)	37,479	N/A	
JPMorgan Operating	JPMorgan Chase Bank	N/A	12/01/20	N/A	2,214,395	2,214,395	3,174,758	3,174,758	960,363	N/A	
JPMorgan Payroll	JPMorgan Chase Bank	N/A	12/01/20	N/A	(45,489)	(45,489)	(25,007)	(25,007)	20,492	N/A	
JPMorgan Workmen's Comp	JPMorgan Chase Bank	N/A	12/01/20	N/A	(6,417)	(6,417)	(2,675)	(2,675)	3,742	N/A	
Petty Cash	Campus Business Offices	N/A	12/01/20	N/A	20,025	20,025	20,025	20,025	-	N/A	
Sub Total Demand Deposits					\$ 1,760,642	\$ 1,760,642	\$ 2,764,562	\$ 2,764,562	\$ 1,003,940	N/A	
Money Market Accounts											
East West MM Operating Account	East West Bank	0.2500%	12/01/20	N/A	\$ 15,006,302	\$ 15,006,302	\$ 15,009,386	\$ 15,009,386	\$ 3,084	\$ 3,084	\$ 9,386
Texas Citizens Bank	Texas Citizens Bank	0.4000%	12/01/20	N/A	248,023	248,023	248,107	248,107	84	84	256
Sub Total Money Market Accounts					\$ 15,254,325	\$ 15,254,325	\$ 15,257,493	\$ 15,257,493	\$ 3,168	\$ 3,168	\$ 9,642
Pool Accounts											
TexPool - Operating	TexPool	0.1231%	12/01/20	N/A	\$ 309,619	\$ 309,619	\$ 56,733	\$ 56,733	(252,886)	\$ 28	\$ 982
TexPool PRIME - Operating	TexPool	0.1625%	12/01/20	N/A	60,011,788	60,011,788	53,007,760	53,007,760	(7,004,028)	7,760	31,866
LSIP Government Overnight Fund - Operating Funds	Lone Star Investment Pool	0.0778%	12/01/20	N/A	134,923	134,923	9,927	9,927	(124,996)	4	53
Sub Total Pool Accounts					\$ 60,456,330	\$ 60,456,330	\$ 53,074,420	\$ 53,074,420	(7,381,910)	7,792	\$ 32,871
Sub Total - Short Term Investments - Unrestricted Funds					\$ 77,471,297	\$ 77,471,297	\$ 71,096,495	\$ 71,096,495	(6,374,802)	\$ 10,960	\$ 42,513
Short-Term Investments - Restricted (Bond) Funds											
Money Market Accounts					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total Money Market Accounts					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Inventory Holdings Report
November 30, 2020

Description	Held At	Annualized Interest Rate	Maturity	Par	10/31/2020		11/30/2020		Change in Fair Value For the Month	Total Earnings To Date	
					Ending Fair Value	Ending Book Value	Ending Fair Value	Ending Book Value		November Earnings	To Date
Pool Accounts											
LSP Government Overnight Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	0.0778%	12/01/20	N/A	\$ 2,584,192	\$ 2,584,192	\$ 2,584,178	\$ (14)	\$ 165	\$ 532	
LSP Government Overnight Fund - GOB Debt Service	Lone Star Investment Pool	0.0778%	12/01/20	N/A	8,947,437	8,947,437	8,948,186	749	571	1,817	
TexPool PRIME - 2019 Bond Proceeds	TexPool	0.1625%	12/01/20	N/A	75,637,877	75,637,877	69,184,138	(6,453,739)	9,688	42,598	
Sub Total Pool Accounts					\$ 87,169,506	\$ 87,169,506	\$ 80,716,502	\$ (6,453,004)	\$ 10,424	\$ 44,947	
Sub Total - Short Term Investments - Restricted (Bond) Funds					\$ 87,169,506	\$ 87,169,506	\$ 80,716,502	\$ (6,453,004)	\$ 10,424	\$ 44,947	
Accrued Earnings											
Operating Funds	Bank of America	Var	Var	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Bond Funds	Bank of America	Var	Var	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Sub Total Accrued Earnings					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Grand Total					\$ 164,640,803	\$ 164,640,803	\$ 151,812,997	\$ (12,827,806)	\$ 21,384	\$ 87,460	
						Without Accrued Earnings	Without Accrued Earnings				
					\$ 164,640,803	\$ 164,640,803	\$ 151,812,997	\$ 151,812,997			

The investment portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.

Benchmark - U.S. Department of the Treasury Daily Treasury Yield Curve Rates

<https://www.treasury.gov/resource-center/data-chart-center/interest-rates/pages/txtview.aspx?data=yieldYear&year=2020>

**San Jacinto College District
 Analysis of Benchmark Rates
 For the Fiscal Year Ending August 31, 2021**

Benchmark - U.S. Department of the Treasury Daily Treasury Yield Curve Rates

<https://www.treasury.gov/resource-center/data-chart-center/interest-rates/pages/TextView.aspx?data=yieldYear&year=2020>

	EWB	LSIP	TexPool	TexPool Prime
November 30, 2020	0.2500%	0.0778%	0.1231%	0.1625%
1 yr Tsy = 0.11%				
2 Yr Tsy = 0.16%				
3 Yr Tsy = 0.19%				

October 31, 2020	0.2500%	0.0817%	0.1335%	0.2281%
1 yr Tsy = 0.13%				
2 Yr Tsy = 0.14%				
3 Yr Tsy = 0.19%				

	EWB	LSIP	TexPool	TexPool Prime
September 30, 2020	0.2500%	0.0866%	0.1474%	0.2619%
1 yr Tsy = 0.12%				
2 Yr Tsy = 0.13%				
3 Yr Tsy = 0.16%				

San Jacinto College Financial Statements
Monthly Investment Quarterly Report
September November 2020

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Portfolio Summary Report
Quarterly Investments - September 01, 2020 to November 30, 2020

		<u>Fair Value</u>	<u>Book Value</u>
Beginning Value	September 1, 2020	\$ 182,823,071	\$ 182,823,071
Additions/Subtractions (Net)		(31,010,074)	(31,010,074)
Change in Fair Value*		-	-
Ending Value	November 30, 2020	<u>\$ 151,812,997</u>	<u>\$ 151,812,997</u>

Earnings for the Month of November	\$ 21,384
Earnings for the Quarter ending November 30, 2020	\$ 87,460
WAM at Ending Period Date (Days)	1.00

*On investments held to term, it is the policy of San Jacinto College to hold investments to maturity thus mitigating the impact of market losses.

The investment portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.

Prepared by:



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Reviewed by:



Carin Hutchins
 Associate Vice Chancellor of Finance



Teri Zamora
 Vice Chancellor of Fiscal Affairs

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Weighted Average to Maturity
November 30, 2020

Description	Held At	Coupon Rate	Purchase Date	Maturity	Par	Fair Value	Book Value	% of Total Days to Weighted Portfolio Maturity Avg. Mat.
Short-Term Investments - Cash & Cash Equivalents								
Credit Cards in Transit	Heartland	N/A	N/A	12/01/20	N/A	\$ 4,475	4,475	0.00%
JPMorgan Accounts Payable Disbursements	JPMorgan Chase Bank	N/A	N/A	12/01/20	N/A	(406,994)	(406,994)	-0.27%
JPMorgan Operating	JPMorgan Chase Bank	N/A	N/A	12/01/20	N/A	3,174,758	3,174,758	2.09%
JPMorgan Payroll	JPMorgan Chase Bank	N/A	N/A	12/01/20	N/A	(25,007)	(25,007)	-0.02%
JPMorgan Workmen's Comp	JPMorgan Chase Bank	N/A	N/A	12/01/20	N/A	(2,675)	(2,675)	0.00%
Petty Cash	Campus Business Offices	N/A	N/A	12/01/20	N/A	20,025	20,025	0.01%
East West MM Operating Account	East West Bank	1.450%	N/A	12/01/20	N/A	15,009,386	15,009,386	9.89%
Restricted - Cash & Cash Equivalents								
East West MM Operating Account	Texas Citizens Bank	1.210%	N/A	12/01/20	N/A	248,107	248,107	0.16%
LSJP Government Overnight Fund - Operating Funds	Lone Star Investment Pool	1.584%	N/A	12/01/20	N/A	9,927	9,927	0.01%
TexPool - Operating	TexPool	1.593%	N/A	12/01/20	N/A	56,733	56,733	0.04%
TexPool - PRIME - Operating	TexPool	1.801%	N/A	12/01/20	N/A	53,007,760	53,007,760	34.92%
Restricted - Cash & Cash Equivalents								
East West MM Operating Account	East West Bank	1.450%	N/A	12/01/20	N/A	-	-	0.00%
LSJP Government Overnight Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	1.584%	N/A	12/01/20	N/A	2,584,178	2,584,178	1.70%
LSJP Government Overnight Fund - GOB Debt Service	Lone Star Investment Pool	1.584%	N/A	12/01/20	N/A	8,948,186	8,948,186	5.89%
TexPool PRIME - 2019 Bond Proceeds	TexPool	1.801%	N/A	12/01/20	N/A	69,184,138	69,184,138	45.57%

2 Grand Total Short Term Investments and Cash & Cash Equivalents \$ - \$ 151,812,997 \$ 151,812,997 100.00% 1.00

CAFR Note 4	Weighted Average to Maturity at Ending Period Date (Days)
\$ 20,025	Petty cash on hand
\$ 133,790,922	Investment pools
\$ 15,257,493	Money market
\$ 2,744,557	Bank deposits - demand deposits
\$ -	U. S. government securities and municipal bonds
\$ -	Accrued earnings
\$ 151,812,997	Total cash, cash equivalents and investments
\$ 18,022,075	Bank deposits, credit cards, and petty cash
\$ 122,248,631	TexPool
\$ 11,542,291	LSIP
\$ 151,812,997	SAO report

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments

Annualized
November
Interest
Rate

11/30/2020
Par

8/31/2020
Ending
Fair Value

8/31/2020
Ending
Book Value

11/30/2020
Ending
Fair Value

11/30/2020
Ending
Book Value

Change in
Fair Value
For the Month

September
Through
November
Earnings

Total
Earnings
To Date

Description	Held At	11/30/2020 Par	8/31/2020 Ending Fair Value	8/31/2020 Ending Book Value	11/30/2020 Ending Fair Value	11/30/2020 Ending Book Value	Change in Fair Value For the Month	September Through November Earnings	Total Earnings To Date
Operating Funds									
Short Term Investments - Maturities less than one year from date of report		\$ -	\$ -	\$ -	\$ -	\$ -	N/A		
Sub Total Short Term Investments - Operating Funds		\$ -	\$ -	\$ -	\$ -	\$ -			
Operating Funds									
Long Term Investments - Maturities greater than one year from date of report		\$ -	\$ -	\$ -	\$ -	\$ -	N/A		
Sub Total Long Term Investments - Operating Funds		\$ -	\$ -	\$ -	\$ -	\$ -			
Bond Proceeds Funds									
Short Term Investments - Maturities less than one year from date of report		\$ -	\$ -	\$ -	\$ -	\$ -			
Sub Total Short Term Investments - Bond Funds		\$ -	\$ -	\$ -	\$ -	\$ -			
Bond Proceeds Funds									
Long Term Investments - Maturities greater than one year from date of report		\$ -	\$ -	\$ -	\$ -	\$ -	N/A		
Sub Total Long Term Investments - Bond Funds		\$ -	\$ -	\$ -	\$ -	\$ -			
Sub Total Investments		\$ -	\$ -	\$ -	\$ -	\$ -			
Short-Term Investments - Unrestricted Funds									
Demand Deposits									
Credit Cards in Transit	Heartland	12/01/20	4,475	126,289	4,475	4,475	(121,814)	N/A	N/A
JP Morgan Accounts Payable Disbursements	JP Morgan Chase Bank	12/01/20	(406,994)	(1,559,745)	(406,994)	(406,994)	1,152,751	N/A	N/A
JP Morgan Operating	JP Morgan Chase Bank	12/01/20	3,174,758	3,543,351	3,174,758	3,174,758	(368,593)	N/A	N/A
JP Morgan Payroll	JP Morgan Chase Bank	12/01/20	(25,007)	(21,170)	(25,007)	(25,007)	(3,837)	N/A	N/A
JP Morgan Workmen's Comp	JP Morgan Chase Bank	12/01/20	(2,675)	(95)	(2,675)	(2,675)	(2,580)	N/A	N/A
Petty Cash	Campus Business Offic	12/01/20	20,025	20,200	20,025	20,025	(175)	N/A	N/A
Sub Total Demand Deposits		\$ 2,764,582	\$ 2,108,830	\$ 2,108,830	\$ 2,764,582	\$ 2,764,582	\$ 655,752	N/A	N/A
Money Market Accounts									
East West MM Operating Account	East West Bank	12/01/20	15,009,386	20,004,315	15,009,386	15,009,386	(4,994,929)	3,084	9,386
Texas Citizens Bank	Texas Citizens Bank	12/01/20	248,107	247,851	248,107	248,107	256	84	256
Sub Total Money Market Accounts		\$ 15,257,493	\$ 20,252,166	\$ 20,252,166	\$ 15,257,493	\$ 15,257,493	\$ (4,994,673)	\$ 3,168	\$ 9,642
Pool Accounts									
TexPool - Operating	TexPool	12/01/20	56,733	6,704,128	56,733	56,733	(6,647,395)	28	952
TexPool PRIME - Operating (New 11/01/2018)	TexPool	12/01/20	53,007,760	55,015,902	53,007,760	53,007,760	(2,008,142)	7,760	31,866
LSIP Government Overnight Fund - Operating Funds	Lone Star Investment P	12/01/20	9,927	390,332	9,927	9,927	(380,405)	4	53
Sub Total Pool Accounts		\$ 53,074,420	\$ 62,110,362	\$ 62,110,362	\$ 53,074,420	\$ 53,074,420	\$ (9,635,942)	\$ 7,792	\$ 32,871
Sub Total - Short Term Investments - Unrestricted Funds		\$ 71,096,495	\$ 84,471,359	\$ 84,471,359	\$ 71,096,495	\$ 71,096,495	\$ (13,374,863)	\$ 10,960	\$ 42,513
Short-Term Investments - Restricted (Bond) Funds									
Money Market Accounts									
East West Bank	East West Bank	12/01/20	-	-	-	-	-	-	-
Sub Total Money Market Accounts		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pool Accounts									
LSIP Government Overnight Fund - 2008 GOB Bond Proceeds	Lone Star Investment P	12/01/20	2,584,178	2,669,270	2,584,178	2,584,178	(85,092)	165	532
LSIP Government Overnight Fund - GOB Debt Service	Lone Star Investment P	12/01/20	8,948,186	8,855,287	8,948,186	8,948,186	92,899	571	1,817
TexPool PRIME - 2019 Bond Proceeds	TexPool	12/01/20	69,184,138	86,827,156	69,184,138	69,184,138	(17,643,018)	9,688	42,598
Sub Total Pool Accounts		\$ 80,716,502	\$ 98,351,713	\$ 98,351,713	\$ 80,716,502	\$ 80,716,502	\$ (17,635,211)	\$ 10,424	\$ 44,947
Sub Total - Short Term Investments - Restricted (Bond) Funds		\$ 80,716,502	\$ 98,351,713	\$ 98,351,713	\$ 80,716,502	\$ 80,716,502	\$ (17,635,211)	\$ 10,424	\$ 44,947
Grand Total		\$ 151,812,997	\$ 182,823,071	\$ 182,823,071	\$ 151,812,997	\$ 151,812,997	\$ (31,010,074)	\$ 21,384	\$ 87,460

The investment portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.

**San Jacinto College District
 Analysis of Benchmark Rates
 For the Fiscal Year Ending August 31, 2021**

Benchmark - U.S. Department of the Treasury Daily Treasury Yield Curve Rates

<https://www.treasury.gov/resource-center/data-chart-center/interest-rates/pages/TextView.aspx?data=yieldYear&year=2020>

	EWB	LSIP	TexPool	TexPool Prime
November 30, 2020	0.2500%	0.0778%	0.1231%	0.1625%
1 yr Tsy = 0.11%				
2 Yr Tsy = 0.16%				
3 Yr Tsy = 0.19%				

	EWB	LSIP	TexPool	TexPool Prime
October 31, 2020	0.2500%	0.0817%	0.1335%	0.2281%
1 yr Tsy = 0.13%				
2 Yr Tsy = 0.14%				
3 Yr Tsy = 0.19%				

	EWB	LSIP	TexPool	TexPool Prime
September 30, 2020	0.2500%	0.0866%	0.1474%	0.2619%
1 yr Tsy = 0.12%				
2 Yr Tsy = 0.13%				
3 Yr Tsy = 0.16%				

San Jacinto College Foundation Financial Statements
December 2020

San Jacinto College Foundation
Statement of Financial Position
As of December 31, 2020

ASSETS	Current Year	Previous Year	Difference
Current Assets			
Checking/Savings			
General Fund	\$2,010,485	\$1,677,229	\$333,256
Other Funds	-	-	-
Total Checking/Savings	<u>2,010,485</u>	<u>1,677,229</u>	<u>333,256</u>
Accounts Receivable			
Other Receivables	7,500	7,500	0
Pledge Receivables	187,000	170,600	16,400
Special Events Receivables	59,340	0	59,340
Sponsorship Receivable	4,000,000	16,938	3,983,062
Total Accounts Receivables	<u>4,253,840</u>	<u>195,038</u>	<u>4,058,802</u>
Other Current Assets			
Short Term Investments			
Goldman Sachs	13,003,888	12,015,863	988,025
Capital Bank CD	0	208,572	(208,572)
Prosperity Bank	0	208,461	(208,461)
Total SJC Short Term Investments	<u>13,003,888</u>	<u>12,432,896</u>	<u>570,992</u>
Total Current Assets	<u>19,268,212</u>	<u>14,305,162</u>	<u>4,963,050</u>
TOTAL ASSETS	<u>\$19,268,212</u>	<u>\$14,305,162</u>	<u>\$4,963,050</u>
LIABILITIES & NET ASSETS			
Liabilities			
Current Liabilities			
Accounts Payable			
Grants Payable	23,236	38,100	(14,863)
Programs Payable	5,280	33,164	(27,884)
Endowments Payable	117,849	120,755	(2,906)
Scholarship Payables	146,480	100,324	46,155
Student Success Payables	89,829	121,789	(31,960)
Total Accounts Payable	<u>382,674</u>	<u>414,132</u>	<u>(31,458)</u>
Total Current Liabilities	<u>382,674</u>	<u>414,132</u>	<u>(31,458)</u>
Total Liabilities	382,674	414,132	(31,458)
NET ASSETS			
Net Assets Without Donor Restrictions	4,286,153	3,753,079	533,074
Net Assets With Donor Restrictions	13,847,369	9,005,536	4,841,832
Net Assets	<u>18,133,522</u>	<u>12,758,615</u>	<u>5,343,448</u>
Net Income	752,017	1,132,415	(380,398)
Total Net Assets	<u>18,885,539</u>	<u>13,891,030</u>	<u>4,994,509</u>
TOTAL LIABILITIES & NET ASSETS	<u>\$19,268,212</u>	<u>\$14,305,162</u>	<u>\$4,963,050</u>

San Jacinto College Foundation
Statement of Activities
For the Period Ending December 31, 2020

	Current Year	Last Year	Effect on Net Income	Annual Budget	Actual % of Annual Budget
Ordinary Income/Expense					
Income					
Contributions					
Grant Contributions	18,500	12,500	6,000	71,000	26%
Endowments	61,705	47,343	14,361	75,000	82%
Program Sponsorship	97,682	765,275	(667,593)	275,000	36%
Scholarships	189,666	185,255	4,411	400,000	47%
Total Contributions	<u>367,553</u>	<u>1,010,373</u>	<u>(642,821)</u>	<u>821,000</u>	<u>45%</u>
Other Income					
Special Events	4,562	98,809	(94,247)	-	
Investment Income	143,658	171,705	(28,048)	140,000	103%
Realized Gain / (Loss)	24,772	(2,003)	26,775	-	
Unrealized Gain / (Loss)	906,382	398,553	507,828	-	
Total Other Income	<u>1,079,373</u>	<u>667,064</u>	<u>412,309</u>	<u>140,000</u>	<u>771%</u>
Total Income	<u>1,446,926</u>	<u>1,677,438</u>	<u>(230,512)</u>	<u>961,000</u>	<u>151%</u>
Expense					
Programs					
Scholarships Awarded	431,148	175,491	(255,657)	450,000	96%
Programs Sponsored	226,697	181,259	(45,438)	600,000	38%
Student Success Initiatives	28,857	93,920	65,063	150,000	19%
Total Programs	<u>686,702</u>	<u>450,670</u>	<u>(236,032)</u>	<u>1,200,000</u>	<u>57%</u>
Supporting Services					
Bad Debt Expense	0	0	0	2,000	0%
Supporting Services					
Foundation Expenses	8,007	34,725	26,718	33,000	24%
Fundraising Expenses	0	59,028	59,028	-	
Sponsorship Expense	200	600	400	5,000	4%
Total Supporting Services	<u>8,207</u>	<u>94,353</u>	<u>86,146</u>	<u>38,000</u>	<u>22%</u>
Total Expense	<u>694,909</u>	<u>545,023</u>	<u>(149,886)</u>	<u>1,240,000</u>	<u>56%</u>
Net Ordinary Income	<u>752,017</u>	<u>1,132,415</u>	<u>(380,398)</u>	<u>(279,000)</u>	
Other Income / Expenses					
Increase/Decrease in Net Position	<u><u>\$752,017</u></u>	<u><u>\$1,132,415</u></u>	<u><u>(\$380,398)</u></u>	<u><u>(\$279,000)</u></u>	



Contributions Report
December 2020

Donors	Amount	Fund
Corporations	40,031	American Chemistry Council, Bob & Doylene Perry Scholarship, General Petrochem Scholarships, Kroger Scholarship, North Campus Baseball Program, Promise Program, South Softball Program
Foundations	34,500	Albert & Ethel Herzstein Charitable Foundation, Lubrizol Pro/Occ Tech
Individuals	18,634	Alumni, Brysch Garza Firefighter, John B. "Jack" Niday, Empowering Minority Women, Joseph Cantalamessa Scholarship, Pope Cosmetology Scholarship, Promise Program, San Jac Star Book Fund, San Jac Star Scholarships, Student Emergency Fund, Sue & Jerry Chapman

Total Donation 93,165

Employee Contributions	20,491	Alumni, Ann Dickens, Food Market, General Support, John Locke Memorial, Ryan "Skye" Templet Scholarship, Promise Program, San Jac Star, Student Emergency Fund, Veterans Center
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Total Contributions 113,656

San Jacinto College Foundation Financial Statements
November 2020

San Jacinto College Foundation

Statement of Financial Position

As of November 30, 2020

ASSETS	Current Year	Previous Year	Difference
Current Assets			
Checking/Savings			
General Fund	\$1,965,955	\$1,451,530	\$514,424
Other Funds	-	-	-
Total Checking/Savings	<u>1,965,955</u>	<u>1,451,530</u>	<u>514,424</u>
Accounts Receivable			
Other Receivables	7,500	7,500	0
Pledge Receivables	187,000	170,700	16,300
Special Events Receivables	59,780	0	59,780
Sponsorship Receivable	4,000,000	17,346	3,982,654
Total Accounts Receivables	<u>4,254,280</u>	<u>195,546</u>	<u>4,058,734</u>
Other Current Assets			
Short Term Investments			
Goldman Sachs	12,753,875	11,839,247	914,628
Capital Bank CD	0	208,572	(208,572)
Prosperity Bank	0	208,461	(208,461)
Total SJC Short Term Investments	<u>12,753,875</u>	<u>12,256,279</u>	<u>497,595</u>
Total Current Assets	<u>18,974,110</u>	<u>13,903,356</u>	<u>5,070,754</u>
TOTAL ASSETS	<u>\$18,974,110</u>	<u>\$13,903,356</u>	<u>\$5,070,754</u>
LIABILITIES & NET ASSETS			
Liabilities			
Current Liabilities			
Accounts Payable			
Grants Payable	19,689	50,334	(30,646)
Programs Payable	5,380	33,164	(27,784)
Endowments Payable	125,535	140,199	(14,663)
Scholarship Payables	171,968	134,981	36,987
Student Success Payables	92,108	121,789	(29,681)
Total Accounts Payable	<u>414,680</u>	<u>480,467</u>	<u>(65,787)</u>
Total Current Liabilities	<u>414,680</u>	<u>480,467</u>	<u>(65,787)</u>
Total Liabilities	414,680	480,467	(65,787)
NET ASSETS			
Net Assets Without Donor Restrictions	3,924,422	2,387,937	1,536,485
Net Assets With Donor Restrictions	14,209,099	10,370,678	3,838,421
Net Assets	<u>18,133,522</u>	<u>12,758,615</u>	<u>5,309,120</u>
Net Income	425,908	664,273	(238,366)
Total Net Assets	<u>18,559,429</u>	<u>13,422,889</u>	<u>5,136,540</u>
TOTAL LIABILITIES & NET ASSETS	<u>\$18,974,110</u>	<u>\$13,903,356</u>	<u>\$5,070,754</u>

San Jacinto College Foundation
Statement of Activities
For the Period Ending November 30, 2020

	Current Year	Last Year	Effect on Net Income	Annual Budget	Actual % of Annual Budget
Ordinary Income/Expense					
Income					
Contributions					
Grant Contributions	6,000	0	6,000	71,000	8%
Endowments	47,870	26,844	21,026	75,000	64%
Program Sponsorship	80,378	569,213	(488,835)	275,000	29%
Scholarships	120,422	146,868	(26,447)	400,000	30%
Total Contributions	<u>254,670</u>	<u>742,926</u>	<u>(488,256)</u>	<u>821,000</u>	<u>31%</u>
Other Income					
Special Events	4,562	82,709	(78,147)	-	
Investment Income	79,426	77,545	1,881	140,000	57%
Realized Gain / (Loss)	22,518	(2,301)	24,818	-	
Unrealized Gain / (Loss)	723,008	315,699	407,309	-	
Total Other Income	<u>829,513</u>	<u>473,652</u>	<u>355,861</u>	<u>140,000</u>	<u>593%</u>
Total Income	1,084,183	1,216,578	(132,395)	961,000	113%
Expense					
Programs					
Scholarships Awarded	398,464	233,422	(165,042)	450,000	89%
Programs Sponsored	224,320	139,879	(84,440)	600,000	37%
Student Success Initiatives	28,857	93,920	65,063	150,000	19%
Total Programs	<u>651,641</u>	<u>467,222</u>	<u>(184,419)</u>	<u>1,200,000</u>	<u>54%</u>
Supporting Services					
Bad Debt Expense	0	0	0	2,000	0%
Supporting Services					
Foundation Expenses	6,435	25,455	19,020	33,000	19%
Fundraising Expenses	0	59,028	59,028	-	
Sponsorship Expense	200	600	400	5,000	4%
Total Supporting Services	<u>6,635</u>	<u>85,083</u>	<u>78,448</u>	<u>38,000</u>	<u>17%</u>
Total Expense	<u>658,275</u>	<u>552,305</u>	<u>(105,971)</u>	<u>1,240,000</u>	<u>53%</u>
Net Ordinary Income	425,908	664,273	(238,366)	(279,000)	
Other Income / Expenses					
Increase/Decrease in Net Position	<u>\$425,908</u>	<u>\$664,273</u>	<u>(\$238,366)</u>	<u>(\$279,000)</u>	



Contributions Report
November 2020

Donors	Amount	Fund
Corporations	62,756	Process Technology - Programs, Promise for the Future Endowment, Harris County Promise Program, South Softball Program, Student Emergency Fund
Foundations	8,707	San Jac Star, Student Emergency Fund, South Softball Program
Individuals	6,608	General Support, Harris County Promise Program, Jennifer Puryear Scholarship, Ralph & Krista Hovey Endowment, San Jac Start, Science & Robotic Dept., Veterans Center

Total Donation 78,071

Employee Contributions	4,342	Brysch Garza Firefighter, Chancellor's Cultivation Fund, Food Market, General Support, John Locke Memorial, Promise for their Future Endowment, Harris County Promise Program, San Jac Star, Student Emergency Fund, Veterans Center,
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Total Contributions 82,413

Capital Improvement Program
December 31, 2020

2008 Bond Program

Report as of December 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
721918 - CC Chiller Optimization	-	350,000	350,000	-	350,000	-	-	350,000	-
721919 - CC Install Backup Chiller C26	-	175,000	175,000	-	175,000	13,060	9,940	152,000	13.14%
721920 - CC Refurbish 4 Cooling Towers	-	150,000	150,000	-	150,000	141,020	-	8,980	94.01%
721921 - CC Re-pave P17 and P18	-	450,000	450,000	-	450,000	413,559	-	36,441	91.90%
Sub-total	-	1,125,000	1,125,000	-	1,125,000	567,639	9,940	547,421	51.34%
North									
	-	-	-	-	-	-	-	-	-
Sub-total	-	-	-	-	-	-	-	-	-
South									
	-	-	-	-	-	-	-	-	-
Sub-total	-	-	-	-	-	-	-	-	-
District									
720100 - Program Management	-	9,605,947	9,605,947	(9,605,947)	-	-	-	-	-
726800 - Contingency	14,626,260	(14,343,023)	283,237	-	283,237	-	-	283,237	-
726907 - Wayfinding Signage	50,000	939,076	989,076	10,924	1,000,000	170,194	483,528	346,278	65.37%
726923 - Replace HVAC, A1	-	350,000	350,000	-	350,000	10,875	26,625	312,500	10.71%
Sub-total	14,676,260	(3,448,000)	11,228,260	(9,595,023)	1,633,237	181,069	510,153	942,015	6.16%
2008 Contingency Supplemental Projects									
726916 - Dist - College Wide Scheduling Sys	-	200,000	200,000	-	200,000	-	-	200,000	-
Sub-total	-	200,000	200,000	-	200,000	-	-	200,000	-
Supplemental Projects closed									
	-	4,169,567	4,169,567	-	4,169,567	-	4,169,567	-	100.00%
Sub-total	-	4,169,567	4,169,567	-	4,169,567	-	4,169,567	-	100.00%
Projects closed									
	280,323,740	(2,046,567)	278,277,173	9,595,023	287,872,196	-	287,872,196	-	100.00%
Sub-total	280,323,740	(2,046,567)	278,277,173	9,595,023	287,872,196	-	287,872,196	-	100.00%
TOTALS	295,000,000	-	295,000,000	-	295,000,000	748,708	292,561,856	1,689,436	99.43%

2015 Bond Program

Report as of December 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
731601 - CC Petrochemical Center	52,450,000	(3,305,414)	49,144,586	2,154,564	51,299,150	530,450	50,768,700	-	100.00%
71601A - CC Petrochem Process Plant	-	6,349,985	6,349,985	278,392	6,628,377	-	6,628,377	-	100.00%
71601B - CC Petrochem Extended Site Development	-	6,980,912	6,980,912	306,052	7,286,964	417,997	5,890,663	978,304	86.57%
731602 - CC Welcome Center	16,600,000	1,498,375	18,098,375	584,783	18,683,158	98,873	18,584,285	-	100.00%
71602A - CC Welcome Center Site Development	-	2,906,100	2,906,100	93,900	3,000,000	8,573	148,636	2,842,791	5.24%
731603 - CC Class Room Building	47,155,000	8,195,219	55,350,219	1,788,440	57,138,659	41,016,364	6,176,268	9,946,027	82.59%
731604 - CC Central Data Closets	2,444,000	(663,779)	1,780,221	57,521	1,837,742	314,470	867,407	655,865	64.31%
731605 - CC Central Access Security	1,852,000	289,991	2,141,991	69,211	2,211,202	27,323	1,115,522	1,068,357	51.68%
731606 - CC Frels Renovation	1,153,000	2,934,789	4,087,789	132,082	4,219,871	258,363	3,813,710	147,798	96.50%
731607 - CC Davison Building Renovation	14,970,000	(4,787,356)	10,182,644	329,015	10,511,659	493,944	9,703,343	314,372	97.01%
731608 - CC McCollum Center Reno Phase I	24,685,000	(13,253,702)	11,431,298	369,361	11,800,659	8,566,572	3,234,087	-	100.00%
71608A - CC McCollum Center Reno Phase II	-	10,483,421	10,483,421	338,733	10,822,154	5,094,465	234,056	5,493,633	49.24%
731609 - CC McCollum North Renovation	2,535,000	1,214,962	3,749,962	121,166	3,871,128	-	116,762	3,754,366	3.02%
731610 - CC Ball Demolition	1,725,000	(125,899)	1,599,101	51,669	1,650,770	100	1,529,141	121,529	92.64%
731611 - CC Anderson Demolition	2,654,000	(236,919)	2,417,081	78,099	2,495,180	52	2,263,638	231,490	90.72%
731612 - CC Stadium and Track Demolition	174,000	(109,420)	64,580	2,087	66,667	-	66,667	-	100.00%
731613 - CC Central DDC Network	1,160,000	356,233	1,516,233	48,992	1,565,225	347,320	741,531	476,373	69.57%
731614 - CC Central Plant Upgrades	1,160,000	68,603	1,228,603	39,698	1,268,301	-	1,263,670	4,631	99.63%
Sub-total	170,717,000	18,796,101	189,513,101	6,843,765	196,356,866	57,174,868	113,146,461	26,035,537	86.74%
North									
732601 - NC Cosmetology & Culinary Center	22,845,000	638,019	23,483,019	758,768	24,241,787	792,427	23,428,344	21,016	99.91%
732602 - NC North Data Closets	915,000	(101,577)	813,423	26,283	839,706	189,509	425,434	224,763	73.23%
732604 - NC Lehr Library Demolition	650,000	(434,122)	215,878	6,975	222,854	-	222,854	-	100.00%
732605 - NC North Access/Security	877,000	147,246	1,024,246	33,095	1,057,341	1,918	426,750	628,672	40.54%
732606 - NC Wheeler Renovation	14,300,000	(53,625)	14,246,375	468,471	14,714,846	3,537,649	7,850,238	3,326,959	77.39%
732607 - NC Brightwell Renovation	6,628,000	2,063,151	8,691,151	280,823	8,971,974	5,872,845	1,518,010	1,581,119	82.38%
732608 - NC Spencer Renovation	13,000,000	(2,003,815)	10,996,185	347,150	11,343,335	2,896,196	8,307,263	139,876	98.77%
732609 - NC North DDC Network	580,000	178,117	758,117	24,496	782,613	5,920	540,353	236,340	69.80%
732610 - NC Underground Utility Tunnel	11,600,000	(7,623,969)	3,976,031	128,471	4,104,502	-	4,016,439	88,063	97.85%
732611 - NC 24 Acres Wetlands Mitigation	2,000,000	(2,000,000)	-	-	-	-	-	-	-
732612 - NC Uvalde Expansion	5,000,000	(5,000,000)	-	-	-	-	-	-	-
732613 - NC Burleson Renovation	-	3,803,606	3,803,606	122,900	3,926,506	616,645	3,140,990	168,870	95.70%
Sub-total	78,395,000	(10,386,968)	68,008,032	2,197,431	70,205,463	13,913,109	49,876,675	6,415,679	90.86%

2015 Bond Program

Report as of December 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
South									
733601 - SC Engineering & Technology Center	28,400,000	(5,795,907)	22,604,093	730,369	23,334,462	1,020,594	22,259,077	54,791	99.77%
733602 - SC Cosmetology Center	16,213,000	(1,199,010)	15,013,990	485,122	15,499,112	21,570	15,240,240	237,302	98.47%
733603 - SC Longenecker Renovation	22,555,000	(2,274,884)	20,280,116	664,794	20,944,911	767,663	19,577,601	599,647	97.14%
733604 - SC South Data Closets	765,000	(98,044)	666,956	21,550	688,507	189,742	346,890	151,875	77.94%
733605 - SC South Primary Electrical Upgrade	5,800,000	966,625	6,766,625	218,639	6,985,264	-	2,650,798	4,334,466	37.95%
733606 - SC South Access/ Security	599,000	105,558	704,558	22,765	727,324	22,560	569,332	135,432	81.38%
733607 - SC South HW/CW Relocation	10,266,000	(6,589,827)	3,676,173	118,782	3,794,955	-	3,460,157	334,798	91.18%
733608 - SC Domestic Water System Rehabilitation	1,160,000	823,696	1,983,696	64,096	2,047,792	277,473	778,255	992,064	51.55%
733609 - SC Fire House Expansion	5,585,000	(5,585,000)	-	-	-	-	-	-	-
733610 - SC Jones Renovation	13,803,000	4,948,177	18,751,177	605,876	19,357,053	1,398,350	1,206,570	16,752,132	13.46%
73610A - SC Jones Cenral Plant Relocation	-	10,573,572	10,573,572	341,646	10,915,218	7,267,894	1,466,283	2,181,040	80.02%
733611 - SC Bruce Student Center Renovation	10,400,000	(8,225,107)	2,174,893	70,274	2,245,167	-	2,053,019	192,148	91.44%
733612 - SC HVAC Tech	312,000	2,372,314	2,684,314	86,734	2,771,048	6,367	2,707,360	57,321	97.93%
733613 - SC South DDC Network	580,000	178,117	758,117	24,496	782,613	81,976	442,148	258,488	66.97%
733614 - SC Academic Building Renovation (S-7&S-9)	-	5,574,163	5,574,163	170,712	5,744,875	1,088,028	4,656,847	-	100.00%
Sub-total	116,438,000	(4,225,556)	112,212,444	3,625,855	115,838,299	12,142,218	77,414,576	26,281,505	77.31%
Maritime									
736603 - MC Maritime Expansion	28,000,000	(27,031,300)	968,700	31,300	1,000,000	124,842	3,145	872,012	12.80%
76603A - MC Maritime Fire Program Relocation	-	1,916,000	1,916,000	84,000	2,000,000	81,560	1,760,635	157,805	92.11%
Sub-total	28,000,000	(25,115,300)	2,884,700	115,300	3,000,000	206,402	1,763,780	1,029,818	65.67%
Generation Park									
726601 - Generation Park	-	6,169,133	6,169,133	199,333	6,368,466	547,178	3,518,039	2,303,249	63.83%
Sub-total	-	6,169,133	6,169,133	199,333	6,368,466	547,178	3,518,039	2,303,249	63.83%
Admin									
736602 - College Development	30,000,000	(29,927,750)	72,250	-	72,250	882	71,368	-	100.00%
736604 - Dist Construction Studies	283,820	35,776	319,596	-	319,596	-	319,596	-	100.00%
76605A - CW Deferred Maintenance	-	11,728,319	11,728,319	378,958	12,107,277	-	-	12,107,277	-
736606 - Parking Garage	-	20,000,000	20,000,000	-	20,000,000	-	-	20,000,000	-
720100 - Program Management - AECOM	-	11,269,416	11,269,416	(10,537,632)	731,783	514,674	-	217,109	70.33%
720100 - Program Management - Other	-	2,823,009	2,823,009	(2,823,009)	-	-	-	-	-
736601 - Contingency	1,166,180	(1,166,180)	-	-	-	-	-	-	-
Sub-total	31,450,000	14,762,590	46,212,590	(12,981,684)	33,230,906	515,556	390,964	32,324,386	2.73%
TOTALS	425,000,000	-	425,000,000	-	425,000,000	84,499,331	246,110,495	94,390,174	77.79%

Generation Park

Report as of December 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Generation Park - 726601									
904605 - 2015 Revenue Bond - 726601	6,787,977	-	6,787,977	-	6,787,977	-	6,787,977	-	100.00%
929603 - Operational - 726601	8,843,556	-	8,843,556	-	8,843,556	49,952	8,793,604	-	100.00%
901609 - 2015 Bond - 726601	6,368,466	-	6,368,466	-	6,368,466	547,179	3,518,039	2,303,249	63.83%
901610 - Generation Park Site Infrastructure - 726601	4,000,000	-	4,000,000	-	4,000,000	462	3,990,913	8,625	99.78%
901610 - Generation Park Parking Lot - 76601A	3,521,892	-	3,521,892	-	3,521,892	102,500	157,500	3,261,892	7.38%
TOTALS	29,521,892	-	29,521,892	-	29,521,892	700,093	23,248,033	5,573,766	81.12%

Repair and Renovation

Report as of December 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
F21004 - CC - Central Misc.	-	19,039	19,039	-	19,039	12,974	4,464	1,600	92%
F21015 - CC - C20 Canopy Repair	-	8,400	8,400	-	8,400	-	-	8,400	-
F21020 - CC - C11 Tier 1 Upgrade	-	11,491	11,491	-	11,491	11,491	-	-	100%
Sub-total	-	38,930	38,930	-	38,930	24,465	4,464	10,000	74%
North									
F21005 - NC - North Misc	-	10,000	10,000	-	10,000	-	-	10,000	-
Sub-total	-	10,000	10,000	-	10,000	-	-	10,000	-
South									
F21006 - SC - South Misc.	-	15,586	15,586	-	15,586	2,410	3,176	10,000	36%
F21022 - SC - S1 Water Purification System	-	26,186	26,186	-	26,186	26,186	-	-	100%
Sub-total	-	41,772	41,772	-	41,772	28,597	3,176	10,000	76%
District									
F21007 - DIST - Campus Misc.	-	10,000	10,000	-	10,000	-	-	10,000	-
F21010 - DIST - Maritime Gate & Seat	-	8,493	8,493	-	8,493	8,492	-	1	100%
Sub-total	-	18,493	18,493	-	18,493	8,492	-	10,001	46%
Contingency (720700) -Major Repairs	200,000	(104,900)	95,100	-	95,100	-	-	95,100	-
Sub-total	200,000	(104,900)	95,100	-	95,100	-	-	95,100	-
TOTALS	200,000	4,295	204,295	-	204,295	61,554	7,640	135,101	34%

Capital Improvement Program
November 30, 2020

2008 Bond Program

Report as of November 30, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
721918 - CC Chiller Optimization	-	350,000	350,000	-	350,000	-	-	350,000	-
721919 - CC Install Backup Chiller C26	-	175,000	175,000	-	175,000	13,060	9,940	152,000	13.14%
721920 - CC Refurbish 4 Cooling Towers	-	150,000	150,000	-	150,000	141,020	-	8,980	94.01%
721921 - CC Re-pave P17 and P18	-	450,000	450,000	-	450,000	398,871	-	51,129	88.64%
Sub-total	-	1,125,000	1,125,000	-	1,125,000	552,951	9,940	562,109	50.03%
North									
	-	-	-	-	-	-	-	-	-
Sub-total	-	-	-	-	-	-	-	-	-
South									
	-	-	-	-	-	-	-	-	-
Sub-total	-	-	-	-	-	-	-	-	-
District									
720100 - Program Management	-	9,605,947	9,605,947	(9,605,947)	-	-	-	-	-
726800 - Contingency	14,626,260	(14,343,023)	283,237	-	283,237	-	-	283,237	-
726907 - Wayfinding Signage	50,000	939,076	989,076	10,924	1,000,000	210,712	443,010	346,278	65.37%
726923 - Replace HVAC, A1	-	350,000	350,000	-	350,000	10,875	26,625	312,500	10.71%
Sub-total	14,676,260	(3,448,000)	11,228,260	(9,595,023)	1,633,237	221,587	469,635	942,015	6.16%
2008 Contingency Supplemental Projects									
726916 - Dist - College Wide Scheduling Sys	-	200,000	200,000	-	200,000	-	-	200,000	-
Sub-total	-	200,000	200,000	-	200,000	-	-	200,000	-
Supplemental Projects closed									
	-	4,169,567	4,169,567	-	4,169,567	-	4,169,567	-	100.00%
Sub-total	-	4,169,567	4,169,567	-	4,169,567	-	4,169,567	-	100.00%
Projects closed									
	280,323,740	(2,046,567)	278,277,173	9,595,023	287,872,196	-	287,872,196	-	100.00%
Sub-total	280,323,740	(2,046,567)	278,277,173	9,595,023	287,872,196	-	287,872,196	-	100.00%
TOTALS	295,000,000	-	295,000,000	-	295,000,000	774,538	292,521,338	1,704,124	99.42%

2015 Bond Program

Report as of November 30, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expended
Central									
731601 - CC Petrochemical Center	52,450,000	(1,879,450)	50,570,550	2,217,080	52,787,630	1,090,582	50,766,666	930,381	98.24%
71601A - CC Petrochem Process Plant	-	7,309,913	7,309,913	320,476	7,630,389	-	6,628,377	1,002,012	86.87%
71601B - CC Petrochem Extended Site Development	-	7,612,277	7,612,277	333,732	7,946,009	433,450	5,696,627	1,815,932	77.15%
731602 - CC Welcome Center	16,600,000	1,994,364	18,594,364	600,809	19,195,173	471,131	18,584,285	139,757	99.27%
71602A - CC Welcome Center Site Development	-	2,906,100	2,906,100	93,900	3,000,000	16,610	135,643	2,847,747	5.08%
731603 - CC Class Room Building	47,155,000	8,195,219	55,350,219	1,788,440	57,138,659	28,200,229	6,146,866	22,791,564	60.11%
731604 - CC Central Data Closets	2,444,000	(75,257)	2,368,743	76,537	2,445,280	284,242	821,269	1,339,769	45.21%
731605 - CC Central Access Security	1,852,000	289,991	2,141,991	69,211	2,211,202	26,664	1,114,719	1,069,819	51.62%
731606 - CC Frels Renovation	1,153,000	2,985,562	4,138,562	133,723	4,272,285	204,488	3,803,917	263,879	93.82%
731607 - CC Davison Building Renovation	14,970,000	(4,787,356)	10,182,644	329,015	10,511,659	535,967	9,641,740	333,953	96.82%
731608 - CC McCollum Center Reno Phase I	24,685,000	(13,253,702)	11,431,298	369,361	11,800,659	9,465,507	2,335,152	-	100.00%
71608A - CC McCollum Center Reno Phase II	-	10,483,421	10,483,421	338,733	10,822,154	5,100,959	216,923	5,504,272	49.14%
731609 - CC McCollum North Renovation	2,535,000	1,214,962	3,749,962	121,166	3,871,128	-	114,442	3,756,686	2.96%
731610 - CC Ball Demolition	1,725,000	(53,993)	1,671,008	53,993	1,725,000	100	1,526,528	198,372	88.50%
731611 - CC Anderson Demolition	2,654,000	(81,728)	2,572,272	83,114	2,655,386	52	2,263,544	391,790	85.25%
731612 - CC Stadium and Track Demolition	174,000	(109,420)	64,580	2,087	66,667	-	66,667	-	100.00%
731613 - CC Central DDC Network	1,160,000	356,233	1,516,233	48,992	1,565,225	351,151	737,496	476,578	69.55%
731614 - CC Central Plant Upgrades	1,160,000	68,603	1,228,603	39,698	1,268,301	-	1,263,670	4,631	99.63%
Sub-total	170,717,000	23,175,739	193,892,739	7,020,066	200,912,805	46,181,133	111,864,528	42,867,144	78.66%
North									
732601 - NC Cosmetology & Culinary Center	22,845,000	638,019	23,483,019	758,768	24,241,787	792,427	23,428,344	21,016	99.91%
732602 - NC North Data Closets	915,000	(28,183)	886,817	28,654	915,472	20,030	422,756	472,685	48.37%
732604 - NC Lehr Library Demolition	650,000	(434,122)	215,878	6,975	222,854	-	222,854	-	100.00%
732605 - NC North Access/Security	877,000	147,246	1,024,246	33,095	1,057,341	1,935	426,305	629,101	40.50%
732606 - NC Wheeler Renovation	14,300,000	(53,625)	14,246,375	468,471	14,714,846	4,466,345	6,910,961	3,337,540	77.32%
732607 - NC Brightwell Renovation	6,628,000	2,063,151	8,691,151	280,823	8,971,974	5,970,082	1,416,512	1,585,380	82.33%
732608 - NC Spencer Renovation	13,000,000	(2,003,815)	10,996,185	347,150	11,343,335	2,791,632	8,274,572	277,130	97.56%
732609 - NC North DDC Network	580,000	178,117	758,117	24,496	782,613	7,555	538,614	236,444	69.79%
732610 - NC Underground Utility Tunnel	11,600,000	(7,606,127)	3,993,873	129,047	4,122,920	-	4,016,439	106,481	97.42%
732611 - NC 24 Acres Wetlands Mitigation	2,000,000	(2,000,000)	-	-	-	-	-	-	-
732612 - NC Uvalde Expansion	5,000,000	(5,000,000)	-	-	-	-	-	-	-
732613 - NC Burselon Renovation	-	3,803,606	3,803,606	122,900	3,926,506	617,055	3,140,581	168,870	95.70%
Sub-total	78,395,000	(10,295,732)	68,099,268	2,200,379	70,299,647	14,667,060	48,797,938	6,834,649	90.28%

2015 Bond Program

Report as of November 30, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budgeted/ Expended
South									
733601 - SC Engineering & Technology Center	28,400,000	(5,795,907)	22,604,093	730,369	23,334,462	1,020,594	22,259,077	54,791	99.77%
733602 - SC Cosmetology Center	16,213,000	(1,147,729)	15,065,271	486,779	15,552,050	95,225	15,243,524	213,301	98.63%
733603 - SC Longenecker Renovation	22,555,000	(2,254,901)	20,300,099	665,449	20,965,549	1,224,183	18,989,368	751,998	96.41%
733604 - SC South Data Closets	765,000	(60,442)	704,558	22,765	727,324	34,785	329,507	363,032	50.09%
733605 - SC South Primary Electrical Upgrade	5,800,000	(2,720,399)	3,079,601	99,506	3,179,107	-	2,650,798	528,309	83.38%
733606 - SC South Access/ Security	599,000	105,558	704,558	22,765	727,324	23,553	568,846	134,925	81.45%
733607 - SC South HW/CW Relocation	10,266,000	(6,366,876)	3,899,124	125,986	4,025,109	-	3,460,157	564,952	85.96%
733608 - SC Domestic Water System Rehabilitation	1,160,000	1,655,581	2,815,581	90,975	2,906,556	498,609	556,913	1,851,034	36.32%
733609 - SC Fire House Expansion	5,585,000	(5,585,000)	-	-	-	-	-	-	-
733610 - SC Jones Renovation	13,803,000	6,885,577	20,688,577	668,476	21,357,053	1,391,762	1,189,109	18,776,182	12.08%
73610A - SC Jones Cenral Plant Relocation	-	8,636,172	8,636,172	279,046	8,915,218	7,771,821	956,153	187,243	97.90%
733611 - SC Bruce Student Center Renovation	10,400,000	(8,225,107)	2,174,893	70,274	2,245,167	-	2,053,019	192,148	91.44%
733612 - SC HVAC Tech	312,000	2,429,828	2,741,828	88,592	2,830,420	6,367	2,707,360	116,693	95.88%
733613 - SC South DDC Network	580,000	178,117	758,117	24,496	782,613	84,319	439,702	258,592	66.96%
733614 - SC Academic Building Renovation (S-7&S-9)	-	5,650,532	5,650,532	173,050	5,823,582	1,240,456	4,534,411	48,715	99.16%
Sub-total	116,438,000	(6,614,996)	109,823,004	3,548,529	113,371,533	13,391,674	75,937,945	24,041,914	78.79%
Maritime									
736603 - MC Maritime Expansion	28,000,000	(27,031,300)	968,700	31,300	1,000,000	117,852	545	881,602	11.84%
76603A - MC Maritime Fire Program Relocation	-	1,916,000	1,916,000	84,000	2,000,000	73,653	1,751,985	174,362	91.28%
Sub-total	28,000,000	(25,115,300)	2,884,700	115,300	3,000,000	191,505	1,752,530	1,055,965	64.80%
Generation Park									
726601 - Generation Park	-	6,169,133	6,169,133	199,333	6,368,466	630,760	3,459,651	2,278,055	64.23%
Sub-total	-	6,169,133	6,169,133	199,333	6,368,466	630,760	3,459,651	2,278,055	64.23%
Admin									
736602 - College Development	30,000,000	(19,544,000)	10,456,000	-	10,456,000	881	71,368	10,383,751	0.69%
736604 - Dist Construction Studies	283,820	174,028	457,848	-	457,848	4,800	319,596	133,452	70.85%
720100 - Program Management - AECOM	-	11,054,218	11,054,218	(10,097,018)	957,200	587,526	-	369,674	61.38%
720100 - Program Management - Other	-	2,986,589	2,986,589	(2,986,589)	-	-	-	-	-
736601 - Contingency	1,166,180	18,010,321	19,176,501	-	19,176,501	-	-	19,176,501	-
Sub-total	31,450,000	12,681,156	44,131,156	(13,083,607)	31,047,549	593,207	390,964	30,063,378	3.17%
TOTALS	425,000,000	-	425,000,000	-	425,000,000	75,655,339	242,203,556	107,141,105	74.79%

Generation Park

Report as of November 30, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Generation Park - 726601									
904605 - 2015 Revenue Bond - 726601	6,787,977	-	6,787,977	-	6,787,977	-	6,787,977	-	100.00%
929603 - Operational - 726601	8,843,556	-	8,843,556	-	8,843,556	52,307	8,732,872	58,377	99.34%
901609 - 2015 Bond - 726601	6,368,466	-	6,368,466	-	6,368,466	630,760	3,459,651	2,278,055	64.23%
901610 - Generation Park Site Infrastructure - 726601	4,000,000	-	4,000,000	-	4,000,000	462	3,990,913	8,625	99.78%
901610 - Generation Park Parking Lot - 76601A	3,521,892	-	3,521,892	-	3,521,892	102,500	157,500	3,261,892	7.38%
TOTALS	29,521,892	-	29,521,892	-	29,521,892	786,029	23,128,914	5,606,949	81.01%

Repair and Renovation

Report as of November 30, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
F21004 - CC - Central Misc.	-	10,000	10,000	-	10,000	4,574	4,464	961	90%
F21015 - CC - C20 Canopy Repair	-	8,400	8,400	-	8,400	-	-	8,400	-
Sub-total	-	18,400	18,400	-	18,400	4,574	4,464	9,361	49%
North									
F21005 - NC - North Misc	-	10,000	10,000	-	10,000	-	-	10,000	-
Sub-total	-	10,000	10,000	-	10,000	-	-	10,000	-
South									
F21006 - SC - South Misc.	-	10,000	10,000	-	10,000	2,410	3,176	4,414	56%
Sub-total	-	10,000	10,000	-	10,000	2,410	3,176	4,414	56%
District									
F21007 - DIST - Campus Misc.	-	10,000	10,000	-	10,000	-	-	10,000	-
F21010 - DIST - Maritime Gate & Seat	-	8,493	8,493	-	8,493	8,493	-	-	100%
Sub-total	-	18,493	18,493	-	18,493	8,493	-	10,000	46%
Contingency (720700) -Major Repairs	200,000	(52,598)	147,402	-	147,402	-	-	147,402	-
Sub-total	200,000	(52,598)	147,402	-	147,402	-	-	147,402	-
TOTALS	200,000	4,295	204,295	-	204,295	15,478	7,640	181,177	11%

Action Item IX
Regular Board Meeting February 1, 2021
Consideration of Approval of Amendment to the 2020-2021 Budget
for Restricted Revenue and Expenses Relating to Federal and State Grants

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve an amendment to the 2020-2021 budget for restricted revenue and expenses related to grants.

BACKGROUND

Federal, state, and local grants may require amendments for receipt of newly awarded grants or changes to existing grants. These amendments should be processed in a timely manner in order to provide the access to funding to meet the objectives set forth within the grant requirements. This budget amendment request includes the additions to restricted revenues and restricted expenses as a result of new awards and changes to existing grants received during the months of January 2021.

IMPACT OF THIS ACTION

Approval of the budget amendment will allow the College's staff to implement the programs in accordance with the requirements of funded award amounts.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Restricted revenues and restricted expenses will each be increased by \$873,771, so the net impact on the College budget is zero.

MONITORING AND REPORTING TIMELINE

The Office of Grants Management provides continuous monitoring of grant operations, which are included in the annual financial report to the Board of Trustees.

ATTACHMENTS

Attachment 1- Budget Amendments-02-01-21

Attachment 2- Grant Detail-02-01-21

RESOURCE PERSONNEL

Teri Zamora

281-998-6306

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Tomoko Olson

281-998-6146

tomoko.olson@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
Federal, State, and Local Grant Amendments
February 1, 2021

	Fund	Org.	Account	Prog.	Amount Debit (Credit)	
<u>U.S. Department of Education/Texas Higher Education Coordinating Board - CARES Act/Governor's Emergency</u>						
<u>Education Relief (GEER) Fund - Texas Reskilling Support Fund Grant Program (New Grant)</u>						
Federal Grant Revenue	538450	56700	554100	110000	(761,842)	
Contractual Services	538450	56700	731000	460914	1,350	
Contractual Services - Temp Services	538450	56700	731305	460914	45,292	
Contractual Svcs - Sub-recipient	538450	56700	731550	460914	415,200	
Student Aid - Scholarships	538450	56700	520233	520233	300,000	\$ -
<u>Texas Workforce Commission - Skills Development Fund - Logistic and Aerospace Grant (New Grant)</u>						
State Grant Revenue	551040	56700	554200	110000	(50,000)	
Student Aid - Scholarships	551040	56700	751009	520235	50,000	-
<u>San Jacinto College Foundation - Student Success Initiatives Spring 2021 Awards (New Grant)</u>						
Local Grant Revenue	571063	56700	554300	110000	(31,929)	
Supplies	571063	56700	711000	466201	23,223	
Contractual Svcs	571063	56700	731000	466201	1,706	
Student Aid - Scholarships	571063	56700	751009	520235	7,000	-
<u>Texas Higher Education Foundation - COVID-19 Emergency Aid Program Grant (New Grant)</u>						
Local Grant Revenue	260141	56235	554400	110000	(30,000)	
Student Aid - Scholarships	260141	56235	751009	520235	30,000	-
Net Increase (Decrease)						\$ -

Note: Credits to revenues are increases and credits to expenses are decreases.
Conversely, debits to revenue are decreases and debits to expenses are increases.

Grant Funding Summary by Agency:

U.S. Department of Education	\$ 761,842
Texas Workforce Commission	50,000
San Jacinto College Foundation	31,929
Texas Higher Education Foundation	30,000
	<u>\$ 873,771</u>

U.S. Department of Education/Texas Higher Education Coordinating Board - CARES Act/Governor s Emergency Education Relief (GEER) Fund - Texas Reskilling Support Fund Grant Program (New Grant)

The Texas Reskilling Support Fund Grant Program provides support to displaced Texas students who have been impacted by the COVID-19 pandemic and who have stopped out of higher education without completing a postsecondary credential. This program will provide financial assistance to these students through coverage of tuition and fees. Partnered with Alvin Community College and Lamar Institute of Technology, the grant will impact a total of 475 students; San Jacinto College 200 students, Alvin Community College 75 students, and Lamar Institute of Technology 200 students. San Jacinto College will serve as the program lead. Funds will be distributed to students during the next 12 months.

Texas Workforce Commission - Skills Development Fund - Logistic and Aerospace Grant (New Grant)

The Skills Development Fund (SDF) Grant for Regional Aerospace and Logistics addresses immediate training needs of companies within these industries. The anchor companies for the project are projected to be Axiom Space and Stolt-Nielsen USA Inc. Axiom Space is hiring a large number of employees quickly and training turnaround expectations are high. Additional aerospace and logistics companies will be notified of the opportunity and will be vetted for participation. San Jacinto College is collaborating with the Gulf Coast Workforce Board-Workforce Solutions to identify appropriate opportunities to support training for Axiom Space and Stolt-Nielsen USA. Apprenticeships and other funding could be considered to braid funding. Average costs of training are expected to be \$2,000 per participant.

San Jacinto College Foundation - Student Success Initiatives Spring 2021 Awards (New Grant)

San Jacinto College Foundation invites faculty and staff to submit proposals designed to support Student Success projects. Preference is given to proposals that directly engage students and focus upon maximizing the probability of academic success. These grants are pilot projects, which, if successful, may continue with express permission of the College if funds are available.

Texas Higher Education Foundation - COVID-19 Emergency Aid Program Grant (New Grant)

This grant award will provide direct emergency aid to students in need who do not qualify for other emergency aid available through the CARES Act. The San Jacinto College Office of Financial Aid will oversee the grant and has developed an online application for students to complete. It uses a similar online form for students to apply for Texas Emergency Aid Program (TEAP) funds. Students will be asked to indicate the type of expenses they have incurred as a result of disruptions related to the COVID-19 pandemic. This will include housing, childcare, utilities, food, transportation, online course-related material they had to purchase, and technology items and services. Financial Aid staff will assess the completed applications and prioritize them based on the highest level of need, with an expected cap of \$500 per award in order to serve the greatest number of students.

Action Item X
Regular Board Meeting February 1, 2021

Consideration of Approval to Authorize Resolution to Order a General Election and Execution of Such Order to Hold Trustee Election

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees authorize a resolution to order a general election and to execute such Order to hold an election for a six-year term for San Jacinto Community College District Trustee Position Five (5), Trustee Position Six (6), and Trustee Position Seven (7) on May 1, 2021, being the first Saturday in May 2021.

BACKGROUND

Texas Election Code Section 3.004(b) and Section 3.005(c) provides authority for the governing body of a Texas political subdivision to order an election for the general election of its members. Such election must be ordered no later than the 78th day prior to the election for elections that are to be held on the general election date for state and county officers. The election order requirements are that the order must state the date of the election and the offices or measures to be voted on at the election.

The attached Election Order has been reviewed by legal counsel and conforms to the requirements of the Texas Election Code.

IMPACT OF THIS ACTION

Adoption of the Election Order will allow the College to conduct an election on May 1, 2021, to fill the contested trustee positions.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Adoption of the Election Order has no budget impact. The related costs of an election are included in the fiscal year 2021 budget.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

- Attachment 1 - Resolution to Order Trustee Election
- Attachment 2 - Election Order, English
- Attachment 3 EXHIBIT A, English
- Attachment 4 - Election Order, Spanish
- Attachment 5 EXHIBIT A, Spanish

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Rosselle Helms	281-998-6306	rosselle.helms@sjcd.edu

RESOLUTION TO ORDER TRUSTEE ELECTION

RESOLUTION AUTHORIZING BOARD OF TRUSTEES OF SAN JACINTO COMMUNITY COLLEGE DISTRICT TO:

- 1. ORDER A GENERAL ELECTION WITHIN THE SAN JACINTO COMMUNITY COLLEGE DISTRICT FOR SAN JACINTO COMMUNITY COLLEGE DISTRICT TRUSTEES FOR THE REGULAR SIX (6) YEAR TERM FOR POSITIONS FIVE (5), SIX (6), AND SEVEN (7) TO BE HELD ON THE 1st SATURDAY OF THE MONTH OF MAY, 2021, BEING MAY 1, 2021 AND ANY RUNOFF ELECTION; AND**
- 2. AUTHORIZE SAN JACINTO COMMUNITY COLLEGE DISTRICT TO CONDUCT ELECTIONS AND ENTER INTO INTERLOCAL AGREEMENT WITH HARRIS COUNTY FOR JOINT ELECTIONS, INCLUDING ALL FACILITIES, EQUIPMENT, PERSONNEL, AND SERVICES NECESSARY FOR THE ELECTION.**

NOW, THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF SAN JACINTO COMMUNITY COLLEGE DISTRICT OF HARRIS COUNTY, TEXAS:

That the Board of Trustees by and through its Chairman and Secretary of San Jacinto Community College District, and/or Chancellor and/or Vice Chancellor of San Jacinto Community College District shall execute an Order calling for general elections for Trustees on May 1, 2021, and enter into Election and Interlocal Agreements to conduct said election or joint elections and any runoff, if necessary.

PASSED AND APPROVED on February 1, 2021.

ATTEST:

SAN JACINTO COMMUNITY COLLEGE DISTRICT

**By: _____
Secretary, Board of Trustees**

**By: _____
Chairperson, Board of Trustees**

**ORDER FOR ELECTIONS OF TRUSTEES FOR THE
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

An election is hereby ordered to be held on May 1, 2021 for the purpose of filling the San Jacinto Community College District Board of Trustees Position No. Five (5), Position No. Six (6), and Position No. Seven (7), each of which is a six-year term.

Applications for a place on the ballot shall be filed by 5:00 p.m. on February 12, 2021. Drawing by lot for place on the ballot by the candidate or their representatives is scheduled for 10:00 a.m. on February 22, 2021 in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, TX 77504.

The locations, dates, and times for early voting in this election are determined by the Harris County Elections Administrator and are set forth in Exhibit A which is attached and included by reference as a part of this Order for all purposes. Should the Harris County Elections Administrator s Office revise the locations, dates, and/or times for early voting, San Jacinto Community College will revise Exhibit A accordingly.

The early voting clerk s mailing address to which applications for ballot by mail shall be mailed to is:

Isabel Longoria
Harris County Elections Administrator
P.O. Box 1148
Houston, TX 77251-1148

An application for ballot by mail must be received no later than the close of business on April 20, 2021.

Issued this the 1st day of February, 2021.

PASSED AND APPROVED on February 1, 2021.

ATTEST: SAN JACINTO COMMUNITY COLLEGE DISTRICT

By: _____
Secretary, Board of Trustees

By: _____
Chairperson, Board of Trustees

Attachment 3

EXHIBIT A

The main early voting by personal appearance will begin April 19, 2021 and end April 27, 2021 at:

The Harris County Law Library Conference Center
1019 Congress Avenue
Houston, TX 77002
Monday – Saturday between the hours of 7:00 a.m. and 7:00 p.m.
Sunday hours between the hours of 12:00 p.m. and 7:00 p.m.

Location and hours are subject to change.

Please visit <https://www.sanjac.edu/about-san-jac/board-trustees/election-information/board-election-may-2021> or <https://www.harrisvotes.com/PollLocations> for the most current information regarding all polling locations for San Jacinto Community College District Board of Trustees election. Information regarding polling sites may also be obtained by emailing elections@sjcd.edu.

**ORDEN DE ELECCIÓN DE SÍNDICOS PARA EL
DISTRITO DE SAN JACINTO COMMUNITY COLLEGE**

Por la presente se ordena la celebración de una elección el 1 de mayo de 2021, con el propósito de cubrir las Posiciones Nro. Cinco (5), la Posición Nro. Seis (6), y la Posición Nro. Siete (7) de Síndicos del Distrito de San Jacinto Community College, cada una de ellas por un mandato de seis años.

Las solicitudes para un lugar en la boleta de votación deberán presentarse antes de las 5:00 p.m. del 12 de febrero de 2021. El sorteo para el lugar en la boleta por el candidato o sus representantes está programado para las 10:00 a.m. del 22 de febrero de 2021 en la Sala 104 del Edificio Administrativo del Distrito Thomas S. Sewell, 4624 Fairmont Parkway, Pasadena, TX 77504.

Los lugares, fechas y horarios para la votación anticipada en esta elección son determinados por el Administradora del Condado de Harris y se indican en el Anexo A que se adjunta e incluye por referencia como parte de esta Orden para todo fin. Si la Oficina del Administradora del Condado de Harris modificara los lugares, las fechas y/o los horarios de la votación anticipada, el Distrito de San Jacinto Community College modificará el Anexo A en consecuencia.

La dirección postal del oficial de votación anticipada a la que deben enviarse las solicitudes de boletas para votar por correo es:

Isabel Longoria
Harris County Elections Administrator
P.O. Box 1148
Houston, TX 77251-1148

Las solicitudes de boletas para votar por correo deben recibirse antes del cierre del horario de oficina el 20 de abril de 2021.

Emitida el 1 de febrero de 2021.

ACEPTADA Y APROBADA el 1 de febrero de 2021.

ATESTIGUA: DISTRITO DE SAN JACINTO COMMUNITY COLLEGE

Por: _____
 Secretario de la Junta de Síndicos

Por: _____
 Presidente de la Junta de Síndicos

Attachment 5

ANEXO A

La votación anticipada principal en persona comenzará el 19 de abril de 2021 y finalizará el 27 de abril de 2021.

The Harris County Law Library Conference Center
1019 Congress Avenue
Houston, TX 77002
Lunes – sábado entre las 7:00 a.m. y las 7:00 p.m.
Domingo entre la 12:00 p.m. y las 7:00 p.m.

Los lugares y horarios están sujetos a cambio.

Por favor visite <https://www.sanjac.edu/about-san-jac/board-trustees/election-information/board-election-may-2021> o <https://www.harrisvotes.com/PollLocations> para información más actualizada sobre los lugares de votación de la elección de Síndicos del Distrito de San Jacinto Community College. También puede obtenerse información sobre los lugares de votación enviando un correo electrónico a elections@sjcd.edu.

Action Item XI
Regular Board Meeting February 1, 2021

Consideration of Delegation of Approval of Method of Procurement for Construction Projects

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees delegate to the Chancellor or her designee the authority to approve the procurement method best suited for each construction or renovation project.

BACKGROUND

When using a method other than competitive bidding for construction services, the Texas Government Code §2269.056 requires the Board of Trustees, before advertising, determine the method which provides the best value for the governmental entity. Texas Government Code §2269.053 allows the Board of Trustees to delegate its authority regarding this action to a designated representative, committee, or other person, provided that the solicitation includes notice of the delegation, the limits of the delegation, and the name or title of each person granted delegated authority.

IMPACT OF THIS ACTION

Delegating the authority to the Chancellor or her designee to approve the method of procurement allows the solicitation process to be de-coupled from the Board meeting calendar, accelerating the start of projects by weeks or months, depending on other events. The need for formal Board actions related to construction projects would also be reduced by approximately one-quarter.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This action would be budget neutral.

MONITORING AND REPORTING TIMELINE

This is a procedural change to be monitored by the contracts and purchasing services and capital projects staff. Reports of delegation decisions could be made as part of regular Board Building Committee meetings if requested.

ATTACHMENTS

None

RESOURCE PERSONNEL

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Ann Kokx-Templet	281-998-6348	ann.kokx-templet@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve resolutions and forms which update signature cards for current bank and investment authorities.

BACKGROUND

Blank resolutions and forms are attached to accomplish the following:

- 1) Update authorized representatives for TexPool Investment Pools
- 2) Update authorized representatives for Lone Star Investment Pool
- 3) Update authorized representatives for JP Morgan Chase bank accounts

The completed resolutions and forms will be provided for signature following the regular Board meeting.

The current employees with training and authority to enact transactions include Teri Zamora (Vice Chancellor Fiscal Affairs), Carin Hutchins (Associate Vice Chancellor Finance), William E. Dickerson (Director - Accounting and Financial Services), Andrea DuBois (Comptroller), and Dianne Duron (Director-Budgets). In addition, Facsimile signatures of the Chair and Secretary of the Board of Trustees are affixed to all checks produced electronically and drawn on the Operating and Payroll accounts at JP Morgan Chase.

IMPACT OF THIS ACTION

This action will allow current employees to effectively manage banking and investing transactions on behalf of the College, as needed.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

No budgetary impact.

MONITORING AND REPORTING TIMELINE

The Board will be notified of any changes that require its action.

ATTACHMENTS

Attachment 1 - Texpool Investment Pools - Resolution Amending Authorized Representatives

Attachment 2 - Lone Star Investment Pool - Authorized Representative Add Form

Attachment 3 - JP Morgan Chase Bank Signature Card

Action Item "XII"
Regular Board Meeting February 1, 2021

Consideration of Approval of Banking and Investment Resolutions and Forms

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Carin Hutchins	281-998-6109	carin.hutchins@sjcd.edu
William E. Dickerson	281-998-6142	bill.dickerson@sjcd.edu

Resolution Amending Authorized Representatives



Please complete this form to amend or designate Authorized Representatives. *This document supersedes all prior Authorized Representative forms.*

*** Required Fields**

1. Resolution

WHEREAS,

Participant Name*

Location Number*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool / Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Name Title
 Phone Fax Email
 Signature

2. Name Title
 Phone Fax Email
 Signature

3. Name Title
 Phone Fax Email
 Signature

1. Resolution (continued)

4.
 Name Title

Phone Fax Email

Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. *This limited representative cannot perform transactions.* If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name Title

Phone Fax Email

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the day of , 2 0 .

Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

Name of Participant*

SIGNED

Signature*

Printed Name*

Title*

ATTEST

Signature*

Printed Name*

Title*

2. Mailing Instructions

The completed Resolution Amending Authorized Representatives can be faxed to TexPool Participant Services at 1-866-839-3291, and mailed to:

TexPool Participant Services
1001 Texas Avenue, Suite 1150
Houston, TX 77002

Authorized Representative Add Form

Name of Participant _____ Participant Number _____

Addition of Authorized Representative

In order to either (i) carry out the role of Investment Officer for the Participant or (ii) aid the Investment Officer of the Participant in the execution of his or her duties pursuant to Texas Government Code, Section 2256.003(c), as the case may be, the following officers, officials, employees, or contractors of the Participant are hereby designated as Authorized Representatives within the meaning of the Investment Agreement (Agreement). These designated Authorized Representatives have full power and authority to execute the Agreement and any other documents, as may be required to deposit money to and withdraw money from the Participant’s Lone Star Investment Pool (Lone Star) account from time to time in accordance with the Agreement and the Information Statement, and take all other actions deemed necessary or appropriate for the investment of local funds of the Participant:

	Rep #1	Rep #2	Rep #3
Printed Name	_____	_____	_____
Title	_____	_____	_____
E-mail address	_____	_____	_____
Signature	_____	_____	_____

In accordance with Lone Star procedures, an Authorized Representative shall promptly notify Lone Star of any changes in who is serving as Authorized Representative.

In addition to the foregoing Authorized Representatives, each Investment Officer of Lone Star appointed by the Lone Star Board of Trustees from time to time is hereby designated as an Investment Officer of the Government Entity and, as such, shall have responsibility for investing the share of Lone Star assets representing local funds of the Government Entity.

PASSED AND APPROVED this _____ day of _____, 20 ____.

By: _____ By: _____

Printed Name, Board President *Printed Name, Board Secretary*

State of Texas,

County of _____

Before me, _____, on this day personally appeared _____, known to
(name of notary) *(name of President and Secretary)*

me (or proved to me on the oath of _____) or through _____ to be the person(s)
(person providing oath) *(identification item)*

whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this _____ day of _____, 20 ____.

(Personalized Seal)

_____ *Notary Public's Signature*

Document Checklist | **JPMORGAN CHASE BANK, N.A.**

19 January 2021
 SAN JACINTO COMMUNITY COLLEGE DISTRICT
 4620 FAIRMONT PKWY A2.214
 PASADENA, TX 775043333
 USA

Thank you for choosing JPMorgan Chase for your banking needs. Below is a list of documents contained in this package that pertain to the products and/or services you have requested, with instructions for each document.

In striving to deliver best-in-class service, we encourage you to complete and return any of the attached documentation requiring signature within **5 business days** from the day you receive this package. Please let us know if there is any way we can assist you. We understand that on occasion this timeline cannot be met due to other priorities, the complexity of requirements, and/or the availability of authorized signatories. In such cases we kindly ask that you advise us when we can anticipate receipt of the documentation or if there is any additional support we can provide. Timely receipt of the documents enables us to better complete your request in the desired timeframe.

For your protection, where documents in this package are being sent as e-mail attachments and have been pre-filled, the account and/or SSN/TIN number has been truncated to the last 4 digits, or the documents have been encrypted and may require a password to open.

We at JPMorgan Chase are fully committed to meeting your banking needs. We are happy to answer any questions you may have regarding the attached documents. If you need assistance, please do not hesitate to call.

Kind regards,

Rhonda Lara
 713-216-5406
 rhonda.lara@jpmorgan.com
 712 Main Street
 Houston, TX 770023201

	Document Name	ID	Instructions
<input checked="" type="checkbox"/>	Business Signature Card	1	Complete, Sign, Return



BUSINESS SIGNATURE CARD

V2.4_09_30_19

This form captures the signatures of authorized account signers of the Customer. Each signer must use black ink to sign inside the signature box or insert a duplicate image of an original signature. They may also provide a facsimile signature (including a computer generated signature) that can be applied to a check drawn on the Customer's account.

Page 1 of 2

Customer details

Legal name	<input type="text"/>		
TIN/SSN	<input type="text"/>	<input type="checkbox"/>	Signatures for new Account(s)
Address	<input type="text"/>	<input type="checkbox"/>	Additional signatures for listed Account(s)
	<input type="text"/>	<input type="checkbox"/>	Replacement of all signatures for listed Account(s)
City, State ZIP	<input type="text"/>	Phone	<input type="text"/>
Account(s)	Number(s) and title(s) → <input type="text"/>		

Account signers

Name	<input type="text"/>	Phone number(s)	<input type="text"/>
Title	<input type="text"/>	Signature	<input type="text"/>
Business email	<input type="text"/>		<input type="text"/>
Name	<input type="text"/>	Phone number(s)	<input type="text"/>
Title	<input type="text"/>	Signature	<input type="text"/>
Business email	<input type="text"/>		<input type="text"/>

Agreement

Customer agrees that:

- it has received and is bound by to Account Terms and any applicable Service Terms, supplements, or amendments
- a facsimile signature may only be used for the issuance or endorsement of checks and that any person who applies such an image is authorized to issue, or verify the issuance of, any check drafted against the listed Account(s) or endorse a check for deposit to the listed Account(s), and
- JPMorgan Chase, N.A. (the bank) can rely on each Account signer's authority until the bank receives written notice to the contrary and has had reasonable opportunity to act on it.

Certification

I certify that I am authorized to sign this document for the Customer and that each:

- statement in this document is correct and satisfies our internal account authorization, organization and governing documents
- Account signer's signature, whether an original or a duplicate image of an original, is an accurate and complete representation of that signer's signature
- Account signer is authorized to sign and act for the Customer for each listed Account (including enrolling in a service), and
- image (including a facsimile signature) is authorized for use when issuing a check, regardless of who applies it or how it is applied.

Signature	<input type="text"/>	Name	<input type="text"/>	Date	<input type="text"/>
		Title	<input type="text"/>		<input type="text"/>
Signature	<input type="text"/>	Name	<input type="text"/>	Date	<input type="text"/>
(if required by your corporate resolution)		Title	<input type="text"/>		<input type="text"/>



Customer details

Legal name	<input type="text"/>
Account(s)	<input type="text"/>

Additional account signers

Name	<input type="text"/>	Phone number(s)	<input type="text"/>
Title	<input type="text"/>	Signature	<input type="text"/>
Business email	<input type="text"/>		
Name	<input type="text"/>	Phone number(s)	<input type="text"/>
Title	<input type="text"/>	Signature	<input type="text"/>
Business email	<input type="text"/>		
Name	<input type="text"/>	Phone number(s)	<input type="text"/>
Title	<input type="text"/>	Signature	<input type="text"/>
Business email	<input type="text"/>		
Name	<input type="text"/>	Phone number(s)	<input type="text"/>
Title	<input type="text"/>	Signature	<input type="text"/>
Business email	<input type="text"/>		
Name	<input type="text"/>	Phone number(s)	<input type="text"/>
Title	<input type="text"/>	Signature	<input type="text"/>
Business email	<input type="text"/>		
Name	<input type="text"/>	Phone number(s)	<input type="text"/>
Title	<input type="text"/>	Signature	<input type="text"/>
Business email	<input type="text"/>		

Action Item XIII
Regular Board Meeting, February 1, 2021
Consideration of Approval of Policy VII.7003.A, Expressive Activities First Reading
(Informational Item)

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve new Policy VII.7003.A, Expressive Activities. The Board of Trustees will not vote on this item but is creating awareness that the policy is temporarily effective under the authority granted to the Chancellor by the Board under Policy II.2000.A, and input was gathered from the College community.

BACKGROUND

The purpose of this policy, and the associated procedure, is to provide guidance to the San Jacinto College community regarding freedom of expression that occurs on the College campuses and district buildings. This was an issue that needed to be implemented to meet legislative requirements and was reviewed by the College's legal counsel.

IMPACT OF THIS ACTION

In response to Senate Bill 18, the College is required to adopt a policy that details a student's rights and responsibilities regarding expressive activities requested by student groups, students, faculty members, staff members, or outside groups on the College campuses and district buildings. The Senate Bill allows for limited time, place, and manner restrictions but does not require the College to place restrictions on expressive activities. Approval of this policy ensures the College is in compliance with state law. Senate Bill 18 required communications to the State's leadership by December 1, 2020 and compliance by August 1, 2020. In order to comply with this legislation, the policy, procedure, and required training were implemented in December 2020. The Chancellor exercised this authority according to Policy II.2000.A.

This policy and associated procedures were sent to the College community on December 9, 2020 and again on January 19, 2021. Comments were reviewed, and any necessary changes were incorporated. The procedure is provided for informational purposes and will not be voted on.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

No budgetary impact.

MONITORING AND REPORTING TIMELINE

The Board will be notified of any changes that require its action.

ATTACHMENTS

- Attachment 1 Summary of Changes
- Attachment 2 Policy VII.7003.A, Expressive Activities

Action Item XIII
Regular Board Meeting, February 1, 2021
Consideration of Approval of Policy VII.7003.A, Expressive Activities First Reading
(Informational Item)

Informational Items Only:

Attachment 3 Procedure VII.7003.A.a, Expressive Activities

RESOURCE PERSONNEL

Laurel Williamson	281-998-6182	laurel.williamson@sjcd.edu
Joanna Zimmermann	281-476-1863	joanna.zimmermann@sjcd.edu

Policies and Procedures Summary of Changes

New Policy Number: **VII.7003.A**
Proposed Policy Name: **Expressive Activities**
Current Policy Number/Name: **N/A**

New Procedure Number: **VII.7003.A.a**
Proposed Procedure Name(s): **Expressive Activities**
Current Procedure Number(s)/Name(s): **N/A**

Action Recommended for Policy: **New**
Action Recommended for Procedures: **New**

Web Links: <https://www.sanjac.edu/policy-vii7003a-expressive-activities>
<https://www.sanjac.edu/procedure-vii7003aa-expressive-activities>

Primary Owner: Deputy Chancellor & President

Secondary Owner: Associate Vice Chancellor, Student Services

Summary:

- Reviewed by the College's legal counsel.
- In response to Senate Bill 18, the College is required to adopt a policy that details a student's rights and responsibilities regarding expressive activities requested by a student group, student, faculty member, staff member, or outside groups on the college campuses and district buildings. The senate bill allows for limited time, place, and manner restrictions but does not require the College to place restrictions on expressive activities.
- A grievance procedure and disciplinary sanctions for the above groups are also included in this procedure.
- Creation of a new policy concerning expressive activities on campus.
- Creation of a new procedure concerning when and how expressive activities are allowed on campus given reasonable time, place, and manner restrictions.
- After additional review, some wording, grammar and punctuation, and formatting changes were done – see track changes on both documents.

Policy VII.7003.A, Expressive Activities

Purpose

The purpose of this policy, and the associated procedure, is to provide guidance to the San Jacinto College community regarding freedom of expression that occurs on the College campuses and District buildings.

Policy

San Jacinto College is committed to fostering a learning environment where free inquiry and expression are encouraged. The College expects that persons engaging in organized expressive activities will demonstrate respect for the safety of persons and property, respect for those who may disagree with their message, and compliance with College policies and applicable local, state, and federal laws.

The College recognizes that freedom of speech is a fundamental right. Per Texas Education Code Section 51.9315, freedom of expression is of critical importance and requires the College to ensure free, robust, and uninhibited debate and deliberations by students enrolled at the institution, regardless of whether the students are on or off campus.

The College recognizes freedom of speech and assembly as central to the mission of institutions of higher education and ensures that all persons may assemble peaceably on College campuses for expressive activities, including to listen to or observe the expressive activities of others.

Notwithstanding these rights and freedoms, the College adopts a policy that imposes reasonable restrictions on the time, place, and manner of expressive activities on the College s campuses.

Definitions

Expressive Activities: Any speech or expressive conduct protected by the First Amendment to the United States Constitution or by Section 8, Article I, Texas Constitution, and includes assemblies, protests, speeches, the distribution of written material, the carrying of signs, and the circulation of petitions. The term does not include commercial speech.

The Authority, Applicability, Sanctions, Exclusions, and Interpretation do not differ from Policy II.2000.A, Policy and Procedures Development, Review, Revision, and Rescission.

Associated Procedures

Procedure VII.7003.A.a, Expressive Activities

Attachment 2

Date of Board Approval	This policy was effective as of December 9, 2020, under the Chancellor s authority granted by the Board under Policy II.2000.A, Policy and Procedure Development, Review, Revision, and Rescission. Permanent affirmation of the change will follow the standard policy review process at the next regularly scheduled meetings of the Board. Anticipated March 1, 2021 (Scheduled first reading on February 1, 2021)
Effective Date	December 9, 2020
Primary Owner	Deputy Chancellor & President
Secondary Owner	Associate Vice Chancellor, Student Services

Procedure VII.7003.A.a, Expressive Activities

Associated Policy

Policy VII.7003.A, Expressive Activities

Procedures

I. Overview

- A. San Jacinto College is committed to fostering a learning environment where free inquiry and expression are encouraged. The College may not take action against a College-related organization (student or employee) or outside organization or deny these organizations any benefit generally available to other organizations at the College on the basis of a political, religious, philosophical, ideological, or academic viewpoint expressed by the organizations or of any expressive activities of the organizations. College-related organizations (student or employee) or outside organizations may, subject to this policy, invite speakers to speak on campus.
- B. The College expects that persons engaging in organized expressive activities will demonstrate respect for the safety of persons and property, respect for those who may disagree with their message, and compliance with College policies and applicable local, state, and federal laws. As permitted by law, San Jacinto College imposes reasonable time, place, and manner restrictions on organized expressive activities. Additionally, any expressive activities that are unlawful or materially and substantially disruptive to the normal operations of the College will not be tolerated. Groups or individuals engaging in disruptive activities, unduly interfering with the expressive activities of others on campus or failing to comply with College policies and procedures and applicable local, state, and federal laws may face immediate removal from the campus and other appropriate and lawful sanctions. See Section IV, Violations and Sanctions, for further information.
- C. These guidelines regulate the time, place, and manner of organized expressive activities by (i) individuals and groups that are affiliated with the College (current students, faculty, and staff) and (ii) individuals and groups that are not affiliated with the College. The location of organized expressive activities will depend upon the factors listed in these guidelines, including the size of the audience for the activity. Decisions to be made by College officials will be based on these guidelines and will not be based on the content or viewpoint of a proposed organized expressive activity, or on any anticipated controversy related to the proposed event. Organized expressive activities permitted under these guidelines do not imply official endorsement by the College.
- D. The Chancellor, Deputy Chancellor and College President, or other designated College representatives retain the authority to take such steps to prevent expressive activities that materially interfere with the educational mission of the College. Permissible activities must be conducted in a manner that does not disturb or interfere

with the academic programs or administrative or business activities of San Jacinto College or any program or activity that is conducted by or is authorized by the College. Additionally, permissible activities shall not:

- interfere with the free entry to or exit from a building, structure, or facility;
- interfere with the flow of pedestrians or vehicular traffic on sidewalks or streets or at places of ingress and egress to and from property, buildings, or facilities;
- deny the use of offices or other facilities to the students, faculty, staff, or guests of the College;
- threaten or endanger the safety of any person on a campus;
- engage in conduct that is likely to result in damage to or destruction of College property or to cause disruption in utilities;
- create a sustained or repeated noise disturbance that substantially interferes with a speaker's ability to communicate with others and/or the rights of others to listen; or
- attempt to prevent a College event or other lawful assembly by the threat or use of force or violence.

Additionally, no person, including a student or employee of the College or outside group, shall distribute any petition, handbill, object, or piece of literature; post or carry any sign, placard, or banner; or engage in speech or conduct on property or in buildings or facilities owned or controlled by the College if it is obscene, libelous, or directed to inciting or producing imminent lawless action and is likely to incite or produce such action.

E. These guidelines do not apply to official College activities.

II. Definitions

- A. *Amplified sound*: The use of any loudspeaker, loudspeaker system, sound amplifier, or any other machine or device that produces, reproduces, or amplifies sound.
- B. *College*: The San Jacinto College and any of its campuses or buildings.
- C. *College department*: Any academic or non-academic unit or division or any other official College entity.
- D. *College grounds*: Any College-owned, leased, or maintained property, including, but not limited to, the College's South Campus, Central Campus, North Campus, Maritime Campus, Generation Park Campus, and District Administration Building.
- E. *Commercial activity*: The selling of objects or services by an individual, organization, or company for personal gain or for the financial benefit of owners or investors.
- F. *Non-profit group*: A group whose purpose is to serve a public or mutual benefit other than the pursuit or accumulation of profits for owners or investors. The term includes,

but is not limited to, registered student organizations, public charities, social welfare agencies, religious organizations, and organizations exempt from federal income tax.

- G. *Official College event or activity*: Any event, program, or activity sponsored by a College department or division in the course of fulfilling its College mission, activities that occur within the classroom, or events that occur within the regular or recurring sphere of activity of a College department or division.
- H. *Organized expressive activity*: Any rally, parade, demonstration, stationary structure or display, concert or other similar event designed to attract a gathering of twenty-five or more people during a specified period of time. The term also includes a stationary structure, display, or activity that is scheduled to be in the same location for two or more hours in a single day and that is intended to distribute or is prepared to distribute literature or materials to twenty-five or more people.
- I. *Outside group*: A group not affiliated with the College and who requests indoor or outdoor expressive activities and/or literature distribution on College property.
- J. *Registered student organization*: A student organization officially registered with the Office of Student Engagement & Activities at the College.

III. Use of Outdoor Space by Individuals Affiliated and Not-affiliated with the San Jacinto College

A. Time, Place, and Manner for Outdoor Expression

Common outdoor areas are traditional public forums and are not subject to the same approval procedures. Students, employees, student organizations, and outside groups may engage in expressive activities in common outdoor areas without prior approval or reservation, unless:

- a. The person's conduct is unlawful;
- b. The activity is commercial activity rather than expressive activity;
- c. The use would constitute an immediate and actual danger to the peace or security of the College District that available law enforcement officials could not control with reasonable efforts;
- d. There is inclement weather;
- e. The use would materially or substantially disrupt or disturb the regular academic program; or
- f. The use would result in damage to or defacement of property.

B. Areas Where Outdoor Expressive Activity May Not Take Place

The College will regulate outdoor expressive activity under criteria that is content and viewpoint neutral and is narrowly tailored to serve significant institutional interest.

Therefore, an outdoor expressive activity may not take place:

- a. In areas already reserved for an official College event during the specific times reserved for the official College event;

Attachment 3

- b. In areas that block free movement of pedestrian or vehicle traffic;
- c. In areas that prevent or substantially hinder entry or exit of a campus building;
or
- d. In any areas on campus during times that the College campus is closed to the public.

C. Reserving Space for Outdoor Expression

While no approval or reservation is required by the College to engage in outdoor expressive activity, individuals affiliated or not affiliated with the College have the ability to reserve an outdoor space on campus in order to guarantee their desired space of expression is kept available to them during the specific date/time of their planned activity. To make reservations for an outdoor expressive activity, individuals must:

- a. Contact the Student Engagement & Activities Office on the campus of their planned activity and complete an Outdoor Expressive Activity Reservation Form.
- b. Student Engagement and Activities will ensure the space is not already reserved for the desired date/time and send the requestor a confirmation within 5 business days. While there is no limit to the frequency that an organization may engage in expressive activity on campus, an organization may only reserve a specific location in advance up to four times per calendar month.
- c. Individuals affiliated or not affiliated with the College reserving an outdoor space may not assign or delegate any control or responsibility of that reservation to any other person, agent, or third party without prior written approval of the respective campus Student Engagement & Activities Coordinator. All individuals affiliated or not affiliated with the College requesting a reservation must be clearly identified prior to confirmation of a reservation. Reservations of an outdoor expressive activity space may not be used for a different activity without written approval of the respective campus Student Engagement & Activities Coordinator.

E. Other Considerations

Amplified sound is allowed, but bullhorns are prohibited. Noise levels should not interfere with classes, meetings, or activities in progress. Making sustained or repeated noise in a manner that substantially, unduly interferes with a speaker's ability to communicate his/her message is not permitted. A student, faculty member, or staff member responsible for a structure or display must remain with the structure or display at all times.

The College may move a scheduled or reserved event to a different location upon the occurrence of:

- a. circumstances beyond the control of the College, such as facility infrastructure disruption and/or inclement weather;
- b. unanticipated needs of the College for use of the space for College purposes;
- c. substantial changes in the needs or size of the scheduled event; or
- d. subsequent disruption to previously scheduled College events.

The Student Engagement & Activities Office will consult with the organizer of the scheduled event to consider other feasible locations or the rescheduling of the event. The Student Engagement & Activities Office will move the event to an agreed-upon location or to the nearest suitable location. The College is not responsible for any costs incurred by the organizers of the scheduled event that may result from a change in location.

Note: Each individual or organization granted a reservation is responsible for removing personal items and trash generated as a result of the activity. If the individual or organization does not comply with this notice, the individual or organization may be denied future access to expressive activity areas.

IV. Distribution of Literature by Persons Affiliated with San Jacinto College

If San Jacinto College faculty, staff, students, or members of registered student organizations desire to distribute literature or other printed materials and the proposed distribution satisfies the definition of "organized expressive activity," then the distribution shall occur in an area designated for organized expressive activities in accordance with these guidelines.

If College faculty, staff, students, or members of registered student organizations desire to distribute literature or other printed materials, this may occur in the College's outdoor common areas such as sidewalks, walkways, and plazas. No prior approval is required.

Additionally, no person, including a student or employee of the College, shall distribute any petition, handbill, object, or piece of literature; post or carry any sign, placard, or banner; or engage in speech or conduct on property or in buildings or facilities owned or controlled by the College if it is obscene, libelous, or directed to inciting or producing imminent lawless action and is likely to incite or produce such action. All literature distribution by San Jacinto College faculty, staff, students, or members of registered student organizations, regardless of the size of the expected or intended audience, must comply with the following rules:

- Literature or other printed materials must be distributed in person.
- Literature or other printed materials must not be forced upon others.
- The materials must not be considered prohibited harassment.
- The materials must not infringe upon intellectual property rights of the College.
- The free flow of pedestrian, vehicular, or other traffic must not be obstructed at any point at any time. Entrances and exits shall not be blocked, and pedestrians shall have sufficient space to safely maneuver around the individual(s) offering literature or material.

- Groups or individuals are responsible for ensuring that literature/printed materials do not litter the area.
 - Literature/printed materials must not promote non-permitted commercial activities.
 - Faculty, staff, and students must produce upon request by a College official their College identification or other objective proof that the faculty member, staff member, or student is currently affiliated with the College.
- Additionally, as permitted by Section 51.209 of the Texas Education Code, it shall violate these regulations for any person who is on any property or in a building owned or controlled by the College to fail to identify themselves in response to a request by an institutional representative. For the purpose of this section, a person identifies themselves by: (1) giving their name and complete address substantiated by a current driver's license, voter registration card, or other official documentation; and (2) stating truthfully whether they are a student or employee of the College, institutional representative, outside group, or outside individual. An "institutional representative" is any member of the Board of Trustees; any College administrator or manager; or any peace officer or security officer of the College acting pursuant to authority of Texas law. Any person who refuses to properly identify themselves in accordance with this regulation may be required to leave the premises and may be subject to arrest for trespass.

V. Distribution of Literature by Persons Not Affiliated with San Jacinto College

Individuals and non-profit organizations that are not affiliated with the College may distribute literature and materials in the outdoor common areas of the College in accordance with these guidelines.

No person, including a student or employee of the College, shall distribute any petition, handbill, object, or piece of literature; post or carry any sign, placard, or banner; or engage in speech or conduct on property or in buildings or facilities owned or controlled by the College if it is obscene, libelous, or directed to inciting or producing imminent lawless action and is likely to incite or produce such action. All literature distribution, regardless of the size of the expected or intended audience, must comply with the following rules:

- Literature or other printed materials must be distributed in person.
- Literature or other printed materials must not be forced upon others.
- The materials must not be considered prohibited harassment.
- The materials must not infringe upon intellectual property rights of the College.
- The free flow of pedestrian, vehicular, or other traffic must not be obstructed at any point at any time. Entrances and exits shall not be blocked, and pedestrians shall have sufficient space to safely maneuver around the individual(s) offering literature or material.

- Groups or individuals are responsible for ensuring that literature/printed materials do not litter the area.
- Literature/printed materials must not promote non-permitted commercial activities.

Additionally, as permitted by Section 51.209 of the Texas Education Code, it shall violate these regulations for any person who is on any property or in a building owned or controlled by the College to fail to identify themselves in response to a request by an institutional representative. For the purpose of this section, a person identifies themselves by: (1) giving their name and complete address substantiated by a current driver's license, voter registration card, or other official documentation; and (2) stating truthfully whether they are a student or employee of the College, institutional representative, outside group, or outside individual. An "institutional representative" is any member of the Board of Trustees; any College administrator or manager; or any peace officer or security officer of the College acting pursuant to authority of Texas law. Any person who refuses to identify themselves properly in accordance with this regulation may be required to leave the premises and may be subject to arrest for trespass.

VI. Reservation of Indoor Space

The buildings and facilities owned or controlled by the San Jacinto College District generally are not traditional public forums open for assembly, debate, demonstrations, or similar activities by members of the general public or by students or employees of the College. The space and facilities of the College are intended primarily for the support of the instructional programs of the College and for the support of programs conducted or sponsored by the College's academic and administrative departments or organizations affiliated with those departments. The responsibility of the College to operate and maintain an effective and efficient institution of higher education requires that the College regulate the time, place, and manner of assembly, speech, and other expressive activities inside the buildings of the College.

A. Authorized Uses

The College permits individuals and organizations to reserve a table (also known as a booth) in certain designated areas of certain campus buildings for certain limited purposes. Authorized uses include the distribution of literature to promote a College or community event or to provide information about the organization or its activities; membership recruitment; and fundraising by a non-profit organization.

Identification of Sponsor: applicants may not assign or delegate any control or responsibility to any other applicant or co-sponsor, agent, or third party without prior written approval of the respective campus Student Engagement & Activities Coordinator. All applicants or co-sponsors of indoor expressive activities must be clearly identified prior to confirmation of a reservation. Reservations of an indoor expressive activity space may not be used for a different activity without written

approval of the respective campus Student Engagement & Activities Coordinator. Indoor site availability is determined by the days and times that the building is open to the public.

Designated indoor sites:

Central Campus

- *Newton Student Center northwest lobby*

Maritime Campus

- *First floor covered open area adjacent to the main entrance*

North Campus

- *Slovacek Student Center 1st floor west entrance*

Generation Park Campus

- *First floor covered open area adjacent to the main entrance*

South Campus

- *Bruce Student Center, 1st floor west atrium adjacent to stairway*

District Building 1

- *First Floor Lobby area outside of and adjacent to the Boardroom (A-1.104)*

B. Restrictions on Use of Space

Tables/booths may be reserved by individual students, student organizations, employees, and employee organizations. Tables/booths also may be reserved by groups and non-profit organizations that are not affiliated with the College so long as their purpose is non-commercial in nature. The tables/booths may not be used for a commercial purpose or a for-profit business activity. Fundraising is not permitted unless the group is affiliated with a registered College student organization or any official College entity.

C. Table/Booth Restrictions

Persons distributing information at a reserved table/booth must remain within three feet of their reserved table space. Tables/booths may not be moved and must remain in the location designated by the College. Signs and displays at reserved tables/booths may not extend beyond three (3) feet of the reserved table space and may not exceed six (6) feet in height. Under no circumstances may any stationary display, exhibit, or structure present a significant safety hazard or threat to public safety. A member of the group reserving the table/booth must tend the table/booth at all times.

D. Distribution of Printed Materials

Literature or other printed materials must be distributed in person. Individuals or groups distributing literature or other materials may not force literature or materials upon others. The free flow of pedestrian, vehicular, or other traffic may not be obstructed at any point at any time. Groups or individuals are responsible for ensuring that literature/printed materials do not litter the area. At the conclusion of the reservation, the individual or organization is responsible for removing personal items and trash generated as a result of the activity.

Additionally, no person, including a student or employee of the College, shall distribute any petition, handbill, object, or piece of literature; post or carry any sign, placard, or banner; or engage in speech or conduct on property or in buildings or facilities owned or controlled by the College if it is obscene, libelous, or directed to inciting or producing imminent lawless action and is likely to incite or produce such action. All literature distribution, regardless of the size of the expected or intended audience, must comply with the following rules:

- Literature or other printed materials must be distributed in person.
- Literature or other printed materials must not be forced upon others.
- The materials must not be considered prohibited harassment.
- The materials must not infringe upon intellectual property rights of the College.
- The free flow of pedestrian, vehicular, or other traffic must not be obstructed at any point at any time. Entrances and exits shall not be blocked, and pedestrians shall have sufficient space to safely maneuver around the individual(s) offering literature or material.
- Groups or individuals are responsible for ensuring that literature/printed materials do not litter the area.
- Literature/printed materials must not promote non-permitted commercial activities.

E. Restrictions on Amplified Sound

Amplified sound is allowed but bull-horns are prohibited. Noise levels should not interfere with or disrupt classes, meetings or activities in progress. Making sustained or repeated noise in a manner that substantially interferes or disrupts with a speaker's ability to communicate his/her message is not permitted.

F. Space Availability

The space available for reserved tables/booths is limited. Other than the designated table/booth located in the student centers, all other indoor areas on campus may only be reserved by official College departments or organizations. To ensure that all eligible groups have a reasonable opportunity to reserve a table/booth, eligible individuals and organizations will be limited to a maximum of four advance reservations per space each month. Eligible individuals or a group may inquire with the Student Engagement & Activities Coordinators/Event Services Coordinator about

same-day table/booth availability beginning at 8:30 AM. If the designated space has not been reserved then an application for that same-day usage can be submitted and accepted on a first-come, first-served basis. All applications actually received between 8:30 AM. and 4:00 PM. on the same day will be eligible for selection using the neutral, random method.

G. Application Process

Eligible individuals or groups may request the use of indoor space by completing an application. Applications are available at the Student Engagement & Activities Offices. The requesting group or individual must submit a completed Application to Reserve Indoor Space for Organized Expressive Activity to the relevant campus. Reservations must be made at least five business days in advance of the planned event but no more than sixty days in advance of the planned event. Reservations are accepted on a first-come, first-served basis. An application is "received" for purpose of this section if it is actually received between the hours of 8:30 AM. and 4:00 PM. Reservations may be sent via email, but such reservations are not considered received until opened. Registered student organizations and/or College employees are given priority over outside organizations if a campus receives two or more applications on the same day seeking to reserve the same location at the same or conflicting times. In the event of conflicting applications between multiple registered student organizations and/or College employees, applications will be selected using a neutral, random method. In the event of conflicting applications between organizations not affiliated with the College, applications will be selected using a neutral, random method.

The Student Engagement & Activities Coordinator, or his or her designee, will approve or deny a requested reservation within three business days of receiving the application. Applicants must supply the following information:

- Date of application;
- Proposed date(s) of the reservation;
- Proposed start and finish times;
- Proposed location;
- Name of the activity;
- Anticipated attendance;
- Advertising methods;
- Description of the activities planned for the table/booth and the dimensions of any display or exhibit;
- Campus sponsoring organization name, if any;
- Contact person name, address, phone number, and email address; and
- Applicant's signature.

Applicants must supply all of the above information. If the College, in its sole discretion, determines that a proposed event poses a potential hazard to public safety,

Attachment 3

the expressive activity may be cancelled or denied. An application may be denied for the following reasons:

1. the applicant failed to supply requested information on the application;
2. the requested space is not available because it has already been reserved;
3. the application contains a material misrepresentation of fact;
4. the applicant is ineligible due to a previous violation of these regulations within the previous six months (including prior non-compliances, including but not limited to, failure to remove personal items and trash during prior expressive activity requests);
5. the proposed use is not suitable for the location because the anticipated attendance exceeds the reasonable capacity of the space;
6. the proposed use is not suitable for the location because the design or dimensions of the display will substantially interfere with pedestrian access, traffic flow, or public safety;
7. the proposed use would constitute an immediate and actual danger to the peace or security of the College and/or the local community, that available law enforcement officials could not control with reasonable efforts;
8. the proposed use would constitute a material and substantial disruption to the regular academic program or other operation of the College;
9. the proposed use conflicts with previously scheduled activities and events in the same area; and/or
10. the proposed activity is commercial in nature.

Additionally, the campus Administration may move a scheduled event to a different location upon the occurrence of:

- circumstances beyond the control of the College, such as facility infrastructure disruption and/or inclement weather;
- unanticipated needs of the College for use of the space for College purposes;
- substantial changes in the needs or size of the scheduled event; and/or
- subsequent disruption to previously scheduled College events.

The Administration will consult with the organizer of the scheduled event to consider other feasible locations. The Administration will move the event to an agreed-upon location or to the nearest suitable location, which may include an outdoor location if available. The College is not responsible for any costs incurred by the organizers of the scheduled event that may result from a change in location.

The decision to grant or deny a reservation will not be based on the content or viewpoint of the organized expressive activity or upon the expected reaction of others to the activity.

VII. Violations and Sanctions

Any individuals or groups who unduly interferes with the expressive activities of others on campus or are found in violation of this procedure will be asked to immediately correct the behavior or instance that caused the violation. Any further, continued violation may result in being barred from the ability to use any indoor or outdoor expressive activity area for a specified period of time, as determined by the Student Engagement & Activities Office of the respective campus.

If the violator is a College student, the Student Engagement & Activities Office may also file a complaint with the Compliance & Judicial Affairs Office. If the violator is a College employee, notification of the continued violation will be sent to the employee's leader.

VIII. Appeals

Any person who feels their right to free expression on-campus has been denied or prevented may appeal to the Compliance & Judicial Affairs Office using the College's established and published complaint procedures.

Definitions

Expressive Activities: Any speech or expressive conduct protected by the First Amendment to the United States Constitution or by Section 8, Article I, Texas Constitution, and includes assemblies, protests, speeches, the distribution of written material, the carrying of signs, and the circulation of petitions. The term does not include commercial speech.

Date of SLT Approval	December 9, 2020
Effective Date	December 9, 2020
Associated Policy	Policy VII.7003.A, Expressive Activities
Primary Owner of Policy Associated with the Procedure	Deputy Chancellor & President
Secondary Owner of Policy Associated with the Procedure	Associate Vice Chancellor, Student Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve revisions to Policy III.3001.E, Budget Preparation. The Board of Trustees will not vote on this item but is creating awareness that the policy is being considered and input is being gathered.

BACKGROUND

The annual budget preparation process is guided by state law and local procedures and practices. The attached policy and procedure on budget preparation combine the requirements of state law with the College's requirements that:

- The Chancellor is the responsible official charged with budget development.
- The budget conforms to the requirements of state law.
- The budget is to be developed according to an internally developed calendar.
- The budget development process provides for adequate communication of the proposed budget to taxpayers.
- The budget development process provides the requirements for adoption and amendment.

IMPACT OF THIS ACTION

Approval of these revisions ensures the Budget Preparation Policy and Procedures remain consistent with state law and local procedures and practices.

This policy and associated procedures were sent to the College community on January 29, 2021. Comments will be reviewed, and any necessary changes will be incorporated. The procedure is provided for informational purposes and will not be voted on.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

No budgetary impact.

MONITORING AND REPORTING TIMELINE

Evaluation of management's compliance with the Budget Preparation Policy is periodically evaluated by the College's independent auditors. Reporting to the Board will be according to the annual budget calendar.

ATTACHMENTS

- Attachment 1 Summary of Changes
- Attachment 2 Policy III.3001.E: Policy on Budget Preparation (current policy)
- Attachment 3 Policy III.3001.E: Policy on Budget Preparation (proposed policy track changes)

Action Item XIV
Regular Board Meeting, February 1, 2021
Consideration of Approval of Policy III.3001.E, Budget Preparation First Reading
(Informational Item)

Informational Items Only:

Attachment 4 Procedure III.3001.E.a, Budget Preparation (current procedure)

Attachment 5 Procedure III.3001.E.a, Budget Preparation (proposed procedures track changes)

RESOURCE PERSONNEL

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Policies and Procedures Summary of Changes

New Policy Number: N/A

Proposed Policy Name: N/A

Current Policy Number/Name: Policy III.3001.E, Budget Preparation

New Procedure Number: N/A

Proposed Procedure Name(s): N/A

Current Procedure Number(s)/Name(s): Procedure III.3001.E.a, Budget Preparation

Action Recommended for Policy: Revise

Action Recommended for Procedures: Revise

Web Links:

<https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/policy-v-policy-budget-preparation>

<https://www.sanjac.edu/procedure-iii3001ea-budget-preparation>

Primary Owner: Chancellor

Secondary Owner: Vice Chancellor, Fiscal Affairs

Summary of Changes:

Policy Changes:

- Removed section, Public Hearing on the Budget, since a public hearing is not required by law
- Added language for citizen comment in the Budget Adoption section
- Made other minor edits for clarification

Procedure Changes:

- Added Budget Amendments section

Policy III.3001.E, Budget Preparation

Purpose

The purpose of this policy is to provide guidance surrounding the annual budget process for San Jacinto College (College).

Policy

The College shall produce a budget annually that conforms to the requirements of the Texas Higher Education Coordinating Board (THECB) and that meet the standards of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

Budget Officer

The Chancellor shall serve as budget officer for the College.

Duties

The budget officer's duties shall include:

1. Responsibility for the preparation of a budget covering estimated revenue and proposed expenditures of the College for the following year.
2. Maintenance of proper records and responsibility to file copies of all budget forms and all other reports with the proper authorities at the proper times.

Deputy Budget Officer

The Chancellor shall designate the Vice Chancellor of Fiscal Affairs as deputy budget officer. The deputy budget officer shall assist in professional and technical aspects of the budget preparation.

Preparation

In accordance with Texas Administrative Code, Title 19, Rule 13.45, the annual budgets shall:

1. Include general revenue, local funds, and estimated institutional funds;
2. Include detail by department for current and prior year;
3. Include a summary by functional categories for current and prior year;
4. Include a summary of the instructional budget for the current and preceding year;
5. Include a summary by amount and method of finance for each listed informational item in the general appropriation act; and
6. Be prepared within the limits of revenue available.

Availability of Proposed Budget

After the proposed budget is presented to the Board and prior to adoption, a copy of the proposed budget shall be available for inspection at the College district s administrative offices during regular business hours.

Public Hearing on the Budget

After the proposed budget has been prepared, the Board Chair shall call a public hearing for the purpose of adopting a budget for the succeeding fiscal year. Any member of the general public may be present and participate in the hearing. The hearing must comply with the notice requirements of the Open Meetings Act.

The annual public hearing on the proposed budget shall be conducted as follows:

1. The Board Chair shall request at the beginning of the hearing that all persons who desire to speak should register.
2. Prior to the beginning of the hearing, the Board may establish time limits for speakers and may determine the number of speakers for group presentations.
3. Speakers shall confine their remarks to the appropriation of funds as contained in the proposed budget.
4. No officer or employee of the College shall be required to respond to questions from speakers at the hearing.

Budget Adoption

The Board shall adopt a budget on or before August 31 annually. The adopted budget provides authority to expend funds for the purposes indicated and in accordance with state law, Board policy, and the College's approved purchasing procedures. The expenditure of funds shall be under the direction of the Chancellor or designee who shall ensure that funds are expended in accordance with the adopted budget.

Copies of each annual budget shall be furnished to the THECB, the Legislative Budget Board, the Governor's Budget and Planning Office, and the Legislative Reference Library by December 1 of each year. Annual budgets are provided to other related parties as required.

Copies shall be maintained in the College libraries and on the College website.

Authorized Expenditures

No public funds of the College may be spent in any manner other than as provided for in the budget adopted by the Board. The College shall not lend its credit or gratuitously grant public money or things of value in aid of any individual, association, or corporation.

The College shall not grant any extra compensation, fee, or allowance to a public officer, agent, servant, or contractor after service has been rendered or a contract entered into and performed in whole or in part. Nor shall the College pay or authorize the payment of any claim against the College under any agreement or contract made without authority of law.

Commitment of Current Revenue

A contract for the acquisition, including lease, of real or personal property is a commitment of the College's current revenue only, provided the contract contains either or both of the following provisions:

1. Retains to the Board the continuing right to terminate the contract at the expiration of each budget period during the term of the contract.
2. Is conditioned on a best efforts attempt by the Board to obtain and appropriate funds for payment of the contract

Budget Amendments

The Board may amend the budget at any time during the fiscal year. The Chancellor or designee shall develop procedures for budget amendments.

The Authority, Applicability, Sanctions, Exclusions, and Interpretation do not differ from Policy II.2000.A, Policy and Procedures Development, Review, Revision, and Rescission.

Associated Procedures

Procedure III.3001.E.a, Budget Preparation

Date of Board Approval	October 7, 2019
Effective Date	October 8, 2019
Primary Owner	Chancellor
Secondary Owner	Vice Chancellor, Fiscal Affairs

Policy III.3001.E, Budget Preparation

Purpose

The purpose of this policy is to provide guidance surrounding the annual budget process for San Jacinto College (College).

Policy

The College shall produce a budget annually that conforms to the requirements of the Texas Higher Education Coordinating Board (THECB) and that meets the standards of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

Budget Officer

The Chancellor shall serve as [the](#) budget officer for the College.

Duties

The budget officer's duties shall include:

1. Responsibility for the preparation of a budget covering estimated revenue and proposed expenditures of the College for the following year.
2. Maintenance of proper records and responsibility to file copies of all budgets [forms](#) and all other [budget related](#) reports with the proper authorities at the proper times.

Deputy Budget Officer

The Chancellor shall designate the Vice Chancellor of Fiscal Affairs as [the](#) deputy budget officer. The deputy budget officer shall assist in professional and technical aspects of the budget preparation.

[Minimum Budget Requirements Preparation](#)

In accordance with Texas Administrative Code, Title 19, Rule 13.45, the annual budgets shall:

1. Include general revenue, local funds, and estimated institutional funds;
2. Include detail by department for current and prior year;
3. Include a summary by functional categories for current and prior year;
4. Include a summary of the instructional budget for the current and preceding year;
5. Include a summary by amount and method of finance for each listed informational item in the general appropriation act; and
6. Be prepared within the limits of revenue available.

Availability of Proposed Budget

[The proposed budget will be available online with the Board Agenda for the regular or special Board meeting where the budget will be considered. Public comments may be made during the public comment section of the appropriate meeting, after following the directions to sign up. After the proposed budget is presented to the Board and prior to adoption, a copy of the proposed budget shall be available for inspection at the College district s administrative offices-](#)

~~during regular business hours.~~

Public Hearing on the Budget

~~After the proposed budget has been prepared, the Board Chair shall call a public hearing for the purpose of adopting a budget for the succeeding fiscal year. Any member of the general public may be present and participate in the hearing. The hearing must comply with the notice requirements of the Open Meetings Act.~~

~~The annual public hearing on the proposed budget shall be conducted as follows:~~

- ~~1. The Board Chair shall request at the beginning of the hearing that all persons who desire to speak should register.~~
- ~~2. Prior to the beginning of the hearing, the Board may establish time limits for speakers and may determine the number of speakers for group presentations.~~
- ~~3. Speakers shall confine their remarks to the appropriation of funds as contained in the proposed budget.~~
- ~~4. No officer or employee of the College shall be required to respond to questions from speakers at the hearing.~~

Budget Adoption

The Board shall adopt a budget on or before August 31 annually during a scheduled regular or special meeting, allowing for citizen comment through the normal process.

The adopted budget provides authority to expend funds for the purposes indicated and in accordance with state law, Board policy, and the College's approved purchasing procedures. The expenditure of funds shall be under the direction of the Chancellor or designee who shall ensure that funds are expended in accordance with the adopted budget.

Copies of each annual budget shall be furnished to the THECB, the Legislative Budget Board, the Governor's Budget and Planning Office, and the Legislative Reference Library by December 1 of each year. Annual budgets are provided to other related parties as required.

Copies shall be maintained in the College libraries and on the College website.

Authorized Expenditures

No public funds of the College may be spent in any manner other than as provided for in the budget adopted by the Board. The College shall not lend its credit or gratuitously grant public money or things of value in aid of any individual, association, or corporation.

The College shall not grant any extra compensation, fee, or allowance to a public officer, agent, servant, or contractor after service has been rendered or a contract entered into and performed in whole or in part. Nor shall the College pay or authorize the payment of any claim against the College under any agreement or contract made without authority of law.

Commitment of Current Revenue

A contract for the acquisition, including lease, of real or personal property is a commitment of the College's current revenue only, provided the contract contains either or both of the following provisions:

1. ~~Retains to the Board~~ The continuing right of the Board to terminate the contract at the expiration of each budget period during the term of the contract.
2. Is conditioned on a best efforts attempt by the Board to obtain and appropriate funds for payment of the contract.

Budget Amendments

The Board may amend the budget at any time during the fiscal year. The Chancellor or designee shall develop procedures for budget amendments.

The Authority, Applicability, Sanctions, Exclusions, and Interpretation do not differ from Policy II.2000.A, Policy and Procedures Development, Review, Revision, and Rescission.

Associated Procedures

Procedure III.3001.E.a, Budget Preparation

Date of Board Approval	October 7, 2019 <u>Anticipated March 1, 2021</u>
Effective Date	October 8, 2019 <u>Anticipated March 2, 2021</u>
Primary Owner	Chancellor
Secondary Owner	Vice Chancellor, Fiscal Affairs

Procedure III.3001.E.a, Budget Preparation

Associated Policy

Policy III.3001.E, Budget Preparation

Procedures

Budget Planning

Budget planning shall be an integral part of overall program planning so that the budget effectively reflects the strategic plan and annual operating goals of the College and provides the resources to implement them. In the planning process, general educational goals, specific program goals, and alternatives for achieving program goals shall be considered. Budget planning and evaluation are continuous processes and should be a part of each month's activities.

Calendar

The Chancellor or designee shall supervise the development of a budget calendar and a specific plan for budget preparation that ensures appropriate input from all levels of operation within the District.

Reporting

The Vice Chancellor of Fiscal Affairs will provide the Board of Trustees a monthly financial report that includes balance sheets for all College operating funds as well as a status of current budgeted revenues and expenditures.

Date of SLT Approval	September 3, 2019
Effective Date	October 8, 2019
Associated Policy	Policy III.3001.E, Budget Preparation
Primary Owner	Vice Chancellor, Fiscal Affairs
Secondary Owner	Director, Budget Control

Procedure III.3001.E.a, Budget Preparation

Associated Policy

Policy III.3001.E, Budget Preparation

Procedures

Budget Planning

Budget planning shall be an integral part of overall program planning so that the budget effectively reflects the strategic plan and annual operating goals of the College and provides the resources to implement them. In the planning process, general educational goals, specific program goals, and alternatives for achieving program goals shall be considered. Budget planning and evaluation are continuous processes and should be a part of each month's activities.

Calendar

The Chancellor or designee shall supervise the development of a budget calendar and a specific plan for budget preparation that ensures appropriate input from all levels of operation within the College District.

Reporting

The Vice Chancellor of Fiscal Affairs will provide the Board of Trustees a monthly financial report that includes balance sheets for all College operating funds as well as a status of current budgeted revenues and expenditures.

Budget Amendments

Adoption of the budget by the Board of Trustees prior to September 1 of each year serves as the authorization to expend funds for the next fiscal year. The budget is adopted by functional classification (or cost elements: Instruction, Academic Support, Student Services, Institutional Support, and Operation and Maintenance of Plant) as defined by the National Association of College and University Business Officers (NACUBO).

Realizing that the budget is a living document that reflects the evolving needs of the College in terms of meeting goals and objectives, occasional movement of budgeted funds between cost elements is desirable and warranted. These budget transfers represent previously authorized expenditures that are requested to be reclassified from one cost element to another cost element and will be presented to the Board of Trustees monthly at the scheduled regular meetings.

In addition, when a permanent increase or decrease to the total budget is required, the change will be presented to the Board of Trustees for approval at the next scheduled regular or special Board meeting. Notification of a permanent increase or decrease is required with agencies and others who received the original approved budget.

Date of SLT Approval January 27, 2021

Effective Date Anticipated March 2, 2021

Associated Policy Policy III.3001.E, Budget Preparation

Attachment 5 Proposed Procedure

Primary Owner	Vice Chancellor, Fiscal Affairs
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Secondary Owner	Associate Vice Chancellor, Finance
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**SAN JACINTO COMMUNITY COLLEGE DISTRICT
PURCHASE RECAP
February 1, 2021**

PURCHASE REQUESTS AND CONTRACT RENEWALS

Purchase Request #1		
Contract for College-Wide Parking Lot Light Fixture Replacement (pgs. 2-4)	\$	275,000
Purchase Request #2		
Contract for Design-Build Services for Maritime Davit Upgrades (pgs. 5-6)		565,168
Purchase Request #3		
Contract for Engineering Services for Electrical Infrastructure Upgrades (pgs. 7-8)		280,500
Purchase Request #4		
Additional Funds for Construction Audit Services (pg. 9)		80,000
Purchase Request #5		
Method of Procurement for CPET Extended Site Lighting (pg. 10)		-
Purchase Request #6		
Method of Procurement for Central Campus C-26 Detention Pond Repairs (pg. 11)		-
Purchase Request #7		
Method of Procurement for College-wide Fire Alarm Integration (pgs. 12-13)		-
Purchase Request #8		
Contract for Architectural Services for the South Campus General Services Building (pg. 14-15)		-
Purchase Request #9		
Contract for Promotional Items (pgs. 16-18)		300,000
Purchase Request #10		
Additional funds for Grant Development Services (pg. 19)		54,000
Purchase Request #11		
Contract for Customized National Center for Construction Education & Research (NCCER) Core Training (pg. 20)		<u>130,000</u>
TOTAL OF PURCHASE REQUESTS		<u><u>\$1,684,668</u></u>

**Purchase Request #1
Regular Board Meeting February 1, 2021
Consideration of Approval to Contract for
College-Wide Parking Lot Light Fixture Replacement**

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with E3 Entegral Solutions for the replacement of approximately 360 high intensity discharge (HID) parking lot fixtures with light emitting diode (LED) equivalents.

BACKGROUND

On October 5, 2020, the Board authorized the competitive sealed proposals (CSP) procurement method for the parking lot fixture replacement project. Energy Systems Associates, Inc. developed project plans and specifications for the documentation package required for public solicitation of proposals in accordance with the Texas Government Code §2269.151.

CSP #21-06 was issued on October 28, 2020 and fourteen proposals were received and evaluated by a team comprised of representatives from facilities services staff, capital projects staff, and AECOM, the program manager for this project. The evaluation and ranking of the submittals were based on criteria published in the solicitation. E3 Entegral Solutions received the highest overall score.

IMPACT OF THIS ACTION

This project will complete the conversion of the College's parking lights from the previous 400-watt high intensity discharge metal halide and high-pressure sodium lamps with equivalent light output light emitting diode products. Conservatively, each lamp replaced will use approximately 75% of the electricity of the existing HID bulbs, and require servicing or replacement one-third less often than the HID equivalent, resulting in a return on investment of 245% in current dollars. In addition, a small number of new poles will be installed around the surface parking lot at the location of the former tennis courts at North Campus.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for this project will be \$275,000 which includes contingency funds and will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

The work will commence upon execution of a contract and is expected to be completed during the current fiscal year. This project will be monitored by capital projects personnel and program management will be provided by AECOM.

ATTACHMENTS

Attachment 1 Tabulation

**Purchase Request #1
Regular Board Meeting February 1, 2021
Consideration of Approval to Contract for
College-Wide Parking Lot Light Fixture Replacement**

RESOURCE PERSONNEL

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Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

ATTACHMENT NO. 1

**CSP 21-06 LED Parking Lot Light Replacement
Evaluation Summary**

Criteria Descriptions	Maximum Value	Capp Electric Company	E3 Entegral Solutions	Eco Engineering, Inc	Eco Engineering, Inc (Alternate Products)	Green Light National	Millennium Projects Solutions, Inc.	Pfeiffer & Son, LTD	Pieper Houston Electric L.P.
Proposed Contract Amount	35	18.60	31.72	20.75	30.68	17.77	30.57	26.74	20.80
General Information, Management	25	20.00	19.20	11.80	11.80	18.05	19.50	20.20	17.90
History, Experience, and References	25	21.70	21.00	12.60	12.60	14.40	15.80	18.20	8.80
Safety Record and Program	10	8.50	3.80	4.60	4.60	7.90	7.80	6.10	6.30
Financial Records	5	4.90	4.60	3.80	3.80	3.90	4.40	4.30	3.60
Total	100	73.70	80.32	53.55	63.48	62.02	78.07	75.54	57.40

Criteria Descriptions	Maximum Value	Prism Electric Inc	Spark Lighting	Spark Lighting (Alternate Products)	The Brandt Companies, LLC	Valderrama Energy Services	Wingo Service Company	Yankon Industries Inc (DBA) Energetic Lighting	Zara LED
Proposed Contract Amount	35	23.37	23.40	35.00	17.60	26.18	22.51	18.19	18.40
General Information, Management	25	15.70	13.80	13.80	18.60	19.60	19.80	3.10	9.10
History, Experience, and References	25	22.20	14.60	14.60	18.20	18.10	18.10	12.50	4.70
Safety Record and Program	10	8.70	6.90	6.90	8.30	8.40	7.50	0.80	1.90
Financial Records	5	4.90	3.90	3.90	4.60	4.40	4.30	2.50	0.00
Total	100	74.87	62.60	74.20	67.30	76.68	72.21	37.09	34.10

Final Ranking		
1	E3 Entegral Solutions	80.32
2	Millennium Projects Solutions, Inc.	78.07
3	Valderrama Energy Services	76.68
4	Pfeiffer & Son, LTD	75.54
5	Prism Electric Inc	74.87
6	Spark Lighting (Alternate Proposal)	74.20
7	Capp Electric Company	73.70
8	Wingo Service Company	72.21
9	The Brandt Companies, LLC	67.30
10	Eco Engineering, Inc (Alternate Proposal)	63.48
11	Spark Lighting	62.60
12	Green Light National	62.02
13	Pieper Houston Electric L.P.	57.40
14	Eco Engineering, Inc	53.55
15	Yankon Industries Inc DBA Energetic Lighting	37.09
16	Zara LED	34.10

Purchase Request #2
Regular Board Meeting February 1, 2021
Consideration of Approval to Contract for
Design-Build Services for Maritime Davit Upgrades

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract for design-build (DB) services with W & R Construction Co., LLC (W & R) for the Maritime Campus davit upgrades.

BACKGROUND

The College's maritime program requires an updated lifeboat and davits to comply with the International Convention on Standards of Training, Certification and Watchkeeping (STCW) which regulates the training of seafarers on commercial vessels. The current lifeboat standards for certifying mariners in the Proficiency in Survival Craft courses are being phased out and require the use of fully enclosed lifeboats. Fully enclosed lifeboats provide a safe environment against inclement weather and cold and rough waves, which can cause open lifeboats to capsize. The new lifeboat has been purchased by the College using 2015 Bond Program funds. The old lifeboat will either be sold at auction or donated to a high school or community educational program.

On August 3, 2020, the Board approved the design-build delivery method for the Maritime Campus davit upgrades. Project number DB #21-07 was issued on November 12, 2020, which utilized a two-step solicitation process to procure services in accordance with the Texas Government Code §2269.301. Ten firms reviewed the requirements; however, due to the specialized nature of the work, only two firms responded. One of those firms was deemed technically non-responsive, resulting in W & R as the only qualified firm. Members of the selection committee concluded this vendor has the requisite background in the required type of work and would be able to provide the necessary services for the College.

IMPACT OF THIS ACTION

The award of this contract will allow for the development, design, and construction services for the entire project. The project includes deck preparation for the new davit, upgrade or replacement of the existing two point davit for use with the new compliant lifeboat, and installation of a new single point davit for the existing rescue boat.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The total projected contract amount is estimated to be \$565,168. This includes pre-construction and engineering services for a lump sum fee of \$11,500, cost of work of \$350,000, the design-builder's construction fee of ten percent of the final cost of work, for an estimated fee of \$35,000, and general conditions for two months of construction of \$96,450. A fifteen percent contingency fee of \$72,218 has been added. This project will be funded from the 2015 Bond Program.

**Purchase Request #2
Regular Board Meeting February 1, 2021
Consideration of Approval to Contract for
Design-Build Services for Maritime Davit Upgrades**

MONITORING AND REPORTING TIMELINE

Design and pre-construction efforts by W & R will begin immediately upon award in February 2021, and construction is anticipated to take two months. Design and construction will be monitored by capital projects personnel and program management will be conducted by AECOM.

ATTACHMENTS

None

RESOURCE PERSONNEL

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Angela Klaus	281-998-6327	angela.klaus@sjcd.edu

Purchase Request #3
Regular Board Meeting February 1, 2021
Consideration of Approval to Contract for Engineering Services
for Electrical Infrastructure Upgrades

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with ACR Engineering, Inc. to provide engineering services for the South Campus primary electrical upgrade, phases III and IV.

BACKGROUND

In January 2019, the Board approved ACR Engineering to provide engineering services for the primary electrical service upgrade phases I and II at South Campus, which have been satisfactorily completed. In December 2020, the Board agreed to a re-allocation of residual bond funds, which included provisions for the implementation of phases III and IV of the South Campus primary electrical service upgrade. ACR is recommended as the engineer of record for the continuation of this project.

ACR was included in a pool of recommended technical professional consultants that were screened, pre-qualified and approved by the Board on November 7, 2016, for use on projects on an as needed basis. Engineering services are classified as professional services pursuant to the Texas Government Code Section 2254.

IMPACT OF THIS ACTION

Continuation of ACR s services for this project will result in the expeditious completion of plans and specifications for the project, allowing the electrical upgrades to be integrated into the ongoing Central Plant and Jones Building Capital Renewal projects with maximum efficiency.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The not-to-exceed lump sum fee for the proposed engineering services is \$280,500, which represents 8.5 percent of the estimated cost of construction. This expenditure will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

All services are estimated to be completed within twenty-four (24) months from issuance of the notice to proceed to project completion. Design and construction will be monitored by capital projects personnel and program management provided by AECOM.

ATTACHMENTS

None

Purchase Request #3
Regular Board Meeting February 1, 2021
Consideration of Approval to Contract for Engineering Services
for Electrical Infrastructure Upgrades

RESOURCE PERSONNEL

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

Purchase Request #4
Regular Board Meeting February 1, 2021

Consideration of Approval for Additional Funds for Construction Audit Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the expenditure of additional funds for construction audit services by R. L. Townsend & Associates, LLC for the 2015 Capital Improvement Program.

BACKGROUND

Request for proposals #18-16 was issued in December 2017 to procure construction audit services for the 2015 Capital Improvement Program. The Board approved the contract with R. L. Townsend in March 2018.

R. L. Townsend services to date have returned between one to three percent of the amount audited per project in the Bond Program. They have completed audits on \$113 million in construction value, directly recovering \$1,134,623. Additional expenses were also likely avoided due to the involvement of the auditor.

IMPACT OF THIS ACTION

The additional funds requested will allow for the continuation of R.L. Townsend s services on additional projects not originally included in their contract. These projects include the Central Campus Classroom Building and Central McCollum projects, as well as the South Campus Jones Building renovation project.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

In March 2018, the Board approved an expenditure of \$206,000 for construction audit services. The amount was based on ten percent of the project construction cost to be audited. This request will increase the total contract amount approved by \$80,000 to a total of \$286,000. This expenditure will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

All services are estimated to be completed within the contract period. Services will be monitored by capital projects personnel with program management conducted by AECOM.

ATTACHMENTS

None

RESOURCE PERSONNEL

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

Purchase Request #5
Regular Board Meeting February 1, 2021
Consideration of Approval of Method of Procurement
for CPET Extended Site Lighting

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the competitive sealed proposals (CSP) procurement method for the provision and installation of drive and walkway lighting as part of the extended site development package for the LyondellBasell Center for Petrochemical, Energy, & Technology (CPET) project.

BACKGROUND

In November 2019, the Board approved the CSP method of construction for a new entrance road which the Board awarded to Millennium Project Solutions, Inc. in January 2020. Construction was completed in December 2020.

In November 2020, the Board approved the Job Order Contracting (JOC) method of construction for a connecting walkway with the main campus and delegated authority to the Chancellor to contract. Construction Masters of Houston was awarded the contract and construction has begun.

The CSP procurement method is recommended for this project as it has proven to be effective for projects of this size and complexity. This lighting project will complete the extended site development under the 2015 Bond. Specifications and plans will be prepared by ACR Engineering, Inc. and will be used as part of the documentation required for public solicitation of construction proposals in accordance with Texas Government Code §2269.151.

IMPACT OF THIS ACTION

This action will provide the mechanism to allow the College to publicly solicit, select, and recommend a contract for construction services to complete the construction of the proposed access roadway.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for this project is not expected to exceed \$250,000 and will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

The estimated project completion date is September 2021 and will be monitored by capital projects/facilities services personnel and program management will be provided by AECOM.

ATTACHMENTS

None

RESOURCE PERSONNEL

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

Purchase Request #6
Regular Board Meeting February 1, 2021
Consideration of Approval of Method of Procurement for
Central Campus C-26 Detention Pond Repairs

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the competitive sealed proposals (CSP) procurement method for the execution of repairs to the detention pond at the Automotive and Career Center (C-26).

BACKGROUND

In July 2020, facilities services staff observed approximately ninety linear feet of the detention pond wall at Central Campus building C-26 had collapsed. During the following several months, capital projects staff, assisted by Huitt-Zollars and Henderson Rogers Structural Engineers, investigated the situation. The evaluated alternatives for repair, culminating in the issuance of repair documents and a rough order of magnitude repair cost estimate at the end of October 2020.

The CSP procurement method is recommended as it has proven to be effective for projects of this size and complexity. Specifications were prepared by Huitt-Zollars and plans were prepared by Henderson Rogers Structural Engineers and will be used as part of the documentation required for public solicitation of construction proposals in accordance with Texas Government Code §2269.151.

IMPACT OF THIS ACTION

This action will provide the mechanism to allow the College to publicly solicit, select, and recommend a contract for construction services to complete the repair of the detention structure.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for this project is not expected to exceed \$600,000 and will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

The estimated project completion date is November 2021 and will be monitored by capital projects/facilities services personnel and program management will be provided by AECOM.

ATTACHMENTS

None

RESOURCE PERSONNEL

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

Purchase Request #7
Regular Board Meeting February 1, 2021
Consideration of Approval of Method of Procurement for
College-wide Fire Alarm Integration

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the competitive sealed proposals (CSP) procurement method for the provision and installation of College-wide fire alarm upgrade and integration services.

BACKGROUND

The College's fire alarm systems are currently comprised of a mixture of numerous systems which are no longer supported and a supported Siemens Desigo Systems. Several years ago, facilities services began planning for a College-wide upgrade of fire alarm systems due to the discontinuation of original server platforms, building panels reaching the end of their useful life, lack of available useful parts, and the need to upgrade copper connectors to fiber optics. In 2018, the College followed the decision by opening our building automation systems to a two-party competition in order to improve cost and service parameters. The two approved providers are Siemens Industry and Johnson Controls.

The current project is intended to replace the fire alarm system front-end or central monitoring servers and hardware and ancillary components as required to ensure correct functioning of the entire system. Individual building devices will remain Johnson Controls or Siemens Industry, as appropriate. The new front-end equipment will support systems manufactured by either provider through a standard BACnet protocol.

Both providers have national service contracts, however, the optimal solution will likely be obtained through the evaluation of vendor specific options that make proposal evaluation more effective than hiring an engineer to design the front-end system in advance.

The CSP procurement method is recommended as it has proven to be effective for projects of this size and complexity. Specifications and plans will be prepared by facilities services with the assistance of ACR Engineering, Inc. for public solicitation of construction proposals in accordance with Texas Government Code §2269.151.

IMPACT OF THIS ACTION

This action will provide the mechanism to allow the College to replace aging fire alarm systems and obtain College-wide visibility from the existing building automation network.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for this project will be \$870,000 and will be funded from the 2015 Bond Program.

Purchase Request #7
Regular Board Meeting February 1, 2021
Consideration of Approval of Method of Procurement for
College-wide Fire Alarm Integration

MONITORING AND REPORTING TIMELINE

The solicitation and evaluation of proposals for this project is expected to be complete by July 2021. This project will be monitored by capital projects/facilities services personnel and program management will be provided by AECOM.

ATTACHMENTS

None

RESOURCE PERSONNEL

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

Purchase Request #8
Regular Board Meeting February 1, 2021
Consideration of Approval to Contract for Architectural Services for
the South Campus General Services Building

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with Huitt-Zollars to provide architectural services for design of the South Campus General Services Building renovation.

BACKGROUND

Request for qualifications #16-15 was issued on March 4, 2016 to procure architectural services for the 2015 Bond Program. Thirty-seven firms submitted a written statement of qualifications and were evaluated by a team comprised of College leadership, administrators and staff. The Board approved the top seven firms to serve the College for use throughout the Bond Program in accordance with the Texas Government Code Section §2254, which governs the selection process for professional services.

A review process is conducted to assess which firm is best suited for each project. It is recommended that Huitt-Zollars is the most qualified to provide design services for the South Campus General Services Building.

IMPACT OF THIS ACTION

This action will authorize a contract for architectural design services of the South Campus General Services Building renovations. This contract will provide services to develop design solutions for improvements and upgrades to the General Services Building that will extend the service of the building for another twenty to thirty years.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The proposed architect s fee will be 7.5 percent of the \$2.3 million estimated renovation cost of work. This fee proposal is within the Board approved guidelines established for renovation projects in the 2015 Bond Program. These expenditures will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

Architectural design of this project will require approximately seven (7) months following the issuance of a notice to proceed. Design will be monitored by the College s capital projects personnel, with program management provided by AECOM.

ATTACHMENTS

None

Purchase Request #8
Regular Board Meeting February 1, 2021
Consideration of Approval to Contract for Architectural Services for
the South Campus General Services Building

RESOURCE PERSONNEL

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

Purchase Request #9
Regular Board Meeting February 1, 2021
Consideration of Approval to Contract for Promotional Items

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve contracts with 4Imprint, Brand IQ, Club Colors Buyer, LLC, Popular Embroidery Designs, Inc., and You Name It Specialties for promotional items, screen printed apparel, embroidered apparel/items, awards and trophies for various departments.

BACKGROUND

Request for proposals #21-08 was issued to procure promotional items. Seventeen responses were received and evaluated by a team comprised of representatives from student engagement, foundation, and marketing, who determined the proposals submitted by 4Imprint, Brand IQ, Club Colors Buyer, LLC, Popular Embroidery Designs, Inc., and You Name It Specialties will provide the best value for the College.

Brand IQ and Popular Embroidery Designs, Inc. are incumbent providers for these types of services and both have provided high quality service and products. In order to accommodate periods of high demand and to provide a variety of options, it is recommended the College award multiple contracts, and thus also award contracts to 4Imprint, Club Colors Buyer, LLC, and You Name It Specialties. It is not uncommon to have multiple promotional, t-shirt, and apparel projects in process simultaneously. Having access to more than one firm will allow for the College to receive more economical pricing and better service.

IMPACT OF THIS ACTION

The College orders promotional items and apparel to promote the College name in the community, at recruiting events, and for general marketing purposes. Printed apparel with the College name embroidered on it is used for uniform wear in various departments. Overall, promotional items and apparel are a necessity to continue building College awareness in the community.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$300,000 and will be funded from various department s 2020-2021 operating budgets and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

The initial one-year award term will commence on February 4, 2021, with renewal options of four (4) one-year terms.

ATTACHMENTS

Attachment 1 - Tabulation

Purchase Request #9
Regular Board Meeting February 1, 2021
Consideration of Approval to Contract for Promotional Items

RESOURCE PERSONNEL

Teri Crawford	281-998-6151	teri.crawford@sjcd.edu
Farrah Khalil	281-998-6326	farrah.khalil@sjcd.edu

Project Name Promotional Items
 Project Number 21-08
 Number of Evaluators 6

Stated Criteria	Criteria Explanation	Total Points Available	4Imprint	Ace T-Shirts	Apollo Signs	Authentic Promotions	Awards by GCT	Brand IQ	Buffalo Specialties	Butler Business	Charco Promotional	Club Colors	Crown Trophy	Follett	Insight Branding	Popular Embroidery	Redline Print	World of Promotions	You Name It Specialties
Project Understanding, Approach, Management	Request: Included is the management and technical approach as well as a description of services offered by the proposer. Included are details pertaining to the firm's approach, implementation, product identification, and capabilities as are relevant to this proposal, delivery, installation, orientation, or maintenance, as proposer anticipates performing.	35	192	150	0	153	163	205	167	92	149	173	132	144	115	176	168	75	187
Qualifications and Experience of Firm	Request: Included is a description of the firm's history, size, and professional staff composition. Information is provided regarding how long the proposer has provided services requested in this RFP.	35	197	162	0	167	182	204	176	92	158	189	142	108	113	189	178	86	195
Qualifications and Experience of Personnel	Request: Included is a project-staffing plan for all proposed key staff members who will be assigned to projects. Included is a brief description of the qualifications and experience of personnel.	15	62	76	0	77	84	87	79	48	70	82	67	35	55	80	79	33	85
Price Proposal	Request: If catalog and prices are not published digitally, Contractor shall submit with proposals two (2) sets of current catalogs and current published price lists. Included are any fees or charges that the College could incur.	15	88	48	10	74	67	81	72	25	76	82	58	54	45	66	44	54	85
		100	539	436	10	471	496	577	494	257	453	526	399	341	328	511	469	248	552
			Total Points Received																

Final Ranking	
Vendor Name	Total Score
Brand IQ	577
You Name It Specialties	552
4Imprint	539
Club Colors Buyer, LLC	526
Popular Embroidery Designs	511
Awards by GCT	496
Buffalo Specialties	494
Authentic Promotions	471
Redline Print	469
Charco Promotional	453
Ace T-Shirts	436
Crown Trophy	399
Follett	341
Insight Branding	328
Butler Business	257
World of Promotions	248
Apollo Signs	10

Purchase Request #10
Regular Board Meeting February 1, 2021

Consideration of Approval of Additional Funds for Grant Development Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the expenditure of additional funds for the purchase of grant development services from Ellucian for the office of grant management (OGM) department.

BACKGROUND

OGM supports the College by seeking out, developing, and maintaining fiscal management of external, supplemental grant funding for academic support, workforce development, skills training, and other post-secondary educational programs. The number of available grant-funded opportunities from which the College can benefit from has increased in recent years. Many of these opportunities are in the form of large federal grants, which require a substantial amount of manpower to prepare the proposal, a significant amount of grant development coordination, planning sessions with College administrators and faculty, and complex budget planning within short timelines.

Request for proposals #20-20 was issued in January 2020 to procure grant development services and the Board approved a contract with Ellucian in April 2020.

IMPACT OF THIS ACTION

Approval of the expenditure of additional funds will provide resources needed to apply for additional grant-funded activities and services and provide the College the means to take full advantage of all upcoming funding opportunities to support expanded student services and academic programs. These grants will support the College's strategic initiatives and goals through federal, state, and/or local funding opportunities.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

In April 2020, the Board approved an expenditure of \$162,000. This request will increase the total amount approved by \$54,000 to a total of \$216,000 for use through August 31, 2021. This expenditure will be funded from the OGM department's 2020-2021 operating budget.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Tomoko Olson	281-998-6146	tomoko.olson@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

Purchase Request #11
Regular Board Meeting February 1, 2021
Consideration of Approval to Contract for Customized National Center for
Construction Education & Research (NCCER) Core Training

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with Apache Industrial Services for Customized National Center for Construction Education & Research (NCCER) Core training for the Continuing & Professional Development (CPD) department.

BACKGROUND

Apache Industrial Services will provide the following three prerequisite apprenticeship-specific programs for employee training: (1) Scaffolding and Erector Technician, (2) Insulation Technician, and (3) Coating and Lining Specialist with embedded non-technical training to include safety, assessment programming, employee success skills, and life skills.

Request for proposals #21-10 was issued to procure NCCER Core training services. One response was received and evaluated by a team comprised of representatives from the CPD department who determined the proposal submitted by Apache Industrial Services will provide the best overall value for the College.

IMPACT OF THIS ACTION

Apache Industrial Services will provide the required subject matter experts, who are able to teach the curriculum, beyond the current offerings of San Jacinto College. Training opportunities associated with Texas Workforce Commission (TWC) Skills Development Fund (SDF) COVID Response Grants provide site-specific, customized training opportunities for Texas businesses and their employees to increase the skill level and wages of the Texas workforce.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$130,000 and will be funded from the Continuing Professional Development department's TWC SDF COVID Response Grant.

MONITORING AND REPORTING TIMELINE

The initial eight-month award term, consisting of a total of five (5) NCCER Core Training Courses, will commence in January of 2021 and conclude on or before August 31, 2021.

ATTACHMENTS

None

RESOURCE PERSONNEL

Kenneth Tidwell	281-478-3684	kenneth.tidwell@sjcd.edu
Farrah Khalil	281-998-6326	farrah.khalil@sjcd.edu

Item A
Regular Board Meeting February 1, 2021
Approval of the Minutes for the December 7, 2020
Workshop and Regular Board Meeting

RECOMMENDATION

The Chancellor requests that the Board of Trustees approve the minutes for the December 7, 2020, Workshop and Regular Board Meeting.

San Jacinto College District Board Workshop December 7, 2020

The Board of Trustees of the San Jacinto Community College District met by videoconference at 5:00 p.m., Monday, December 7, 2020, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this workshop was made available to the public via a live-stream. At least a quorum of the Board was present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

MINUTES

	Board Workshop Attendees:	Board Members: Erica Davis Rouse, Marie Flickinger, Dan Mims, Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Absent: John Moon, Jr. Chancellor: Brenda Hellyer Other: Celina Cereceres (Whitley Penn), Allatia Harris, Paul Lamp (via conference call), Sandra Ramirez, Mandi Reiland, Patrick Simmons (Whitley Penn), Van Wigginton, and Teri Zamora
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Board Chair, Marie Flickinger, called the workshop to order at 5:02 p.m.
II.	Roll Call of Board Members	Marie Flickinger, Erica Davis Rouse, Dan Mims, John Moon, Jr. (absent), Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
III.	Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 of the Texas Open Meetings Act, for the following purposes: Legal Matters	Chair Flickinger adjourned to closed session at 5:03 p.m. a. Legal Matters - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law. <ul style="list-style-type: none"> • Sandra Ramirez, Mandi Reiland, and Teri Zamora were present for the closed session consultation with attorney, Paul Lamp, via conference call.
IV.	Reconvene in Open Meeting	The meeting reconvened to the open meeting at 5:23 p.m.

<p>V.</p>	<p>Review of 2019-2020 Comprehensive Annual Financial Report</p>	<p>Celina Cereceres and Patrick Simmons joined the meeting.</p> <p>Teri Zamora introduced Celina Cereceres and Patrick Simmons who are representatives of the College s audit firm, Whitley Penn.</p> <p>Celina provided an overview of the Fiscal Year 2020 Audit Results which include the financial statement audit and federal and state single audits. She reviewed the audit firm engagement leadership team and the audit process.</p> <p>She stated that the auditor s report on the financial statements was an unmodified or clean opinion. This audit was conducted in accordance with generally accepted auditing standards and government auditing standards. She added that the auditor s report on internal control and compliance was a clean report. No material weaknesses were identified, and no significant deficiencies were reported on internal control over financial reporting. No instances of noncompliance direct and material to the financial statements were noted.</p> <p>She stated that the federal and state single audits were clean. Celina reviewed the programs that were audited and are as follows:</p> <ul style="list-style-type: none"> ○ Federal Major Programs <ul style="list-style-type: none"> Student Financial Assistance Cluster CARES Act - Higher Education Emergency Relief Fund (HEERF) Adult Education ○ State Major Programs <ul style="list-style-type: none"> Texas Education Opportunity Grant Program (TEOG) Nursing Shortage Reduction Under 70 <p>An unmodified opinion was issued over each major federal and stated program.</p> <p>Celina provided an overview of the single audit major program expenditures, the statement of net position, and the College s proportionate share of the net pension liability for the Teacher Retirement System of Texas and Employee Retirement System. She also highlighted the revenues and expenses for the year ended August 31, 2020. Celina reviewed the required communications to the Board which included statements on significant accounting policies and accounting estimates. She emphasized that the</p>
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		<p>financials are based on management representation, and there were no difficulties encountered in performing the audit, no material misstatements, and no disagreements with management. There were no questions for the auditors by the Board members.</p> <p>Celina Cereceres and Patrick Simmons left the meeting.</p> <p>Teri Zamora reviewed highlights from the fiscal year 2020 financials. She also reviewed a calculation completed based on guidance from the Southern Association of Colleges and Schools Commission on Colleges regarding Unrestricted Assets Net of Plan+ and Plant-Related Debt (SACSCOC UNAEP). She added that SACSCOC has issued a pandemic position statement that explains it is aware of financial challenges impacting institutions, but there is still a responsibility for safeguarding and managing resources. The statement also explains for institutions to replace resources or redefine programs and services, protect educational quality, and describe rational for decisions. Teri provided an overview of the changes in operating results which include reduction in operating revenues, increase in non-operating revenues, and increase in operating expenses.</p> <p>Brenda added that the comprehensive annual financial report was distributed to the Board for review prior to the meeting. No significant changes have occurred with that draft.</p>
<p>Allatia Harris and Van Wigginton joined the meeting.</p>		
<p>VI.</p>	<p>Review Plan for Upcoming Issuance of General Obligation Bonds, Refinancing and Defeasance</p>	<p>Teri reviewed the plan for the upcoming issuance of general obligation bonds, and related refinancing and defeasance. She explained that voters approved \$425 million in general obligation debt. She added that \$150 million was issued in March 2016, and \$150 million was issued in February 2019. The plan is to issue \$85 million in February 2021 for continuation of approved projects. The remaining \$40 million is authorized but unissued with General Obligation Bonds to be issued at a later date. She noted that the timing is based on projections of project spending, and we are trying to manage the debt service tax rate.</p>

		<p>She expanded on the delay in issuing the last \$40 million. This final portion of the authorized bonds are not expected to be needed for several years as projects continue to progress. Future anticipated projects include a Generation Park parking garage, deferred maintenance projects, and final amounts to finish ongoing construction projects. The decision to delay issues of the remaining \$40 million assists, along with other measures, in minimizing the debt service tax rate.</p> <p>Teri explained that there is an opportunity to refinance approximately \$21.17 million in callable General Obligation Bonds. It is anticipated that the net present value of savings over the life of the refunding bonds is \$5.67 million or 26.78%.</p> <p>Additionally, she explained that we will be defeasing approximately \$4.8 million in General Obligation Bonds which are callable February 2022. The anticipated net present value of savings is \$6,000 which will assist with managing the tax rate.</p> <p>Teri reviewed the current transactions that will have an effect on debt tax rate and the history of the past tax rates.</p> <p>Teri presented the professional team list which included the underwriters, independent municipal advisor, bond counsel, and disclosure counsel. She stated that all fourteen Board approved underwriters are being utilized in the 2015 Bond Referendum, but for this specific planned bond transaction four will be utilized. These include Goldman Sachs, Mesirov Financial, Morgan Stanley, and Piper Jaffray & Co.</p> <p>She then reviewed the anticipated timeline for this process and the estimated financing results.</p>
<p>VII.</p>	<p>Proposed Reallocation within 2015 Bond Proceeds</p>	<p>Teri Zamora reviewed the proposed reallocation within the 2015 Bond proceeds. She explained that as completed projects are closed, they would like to sweep the residual funds to the program contingency. She added that the proposal is to restore approximately \$3.8 million to the South Campus primary electrical upgrade project, transfer \$2 million from the Jones building renovation to the Jones central plant project, reserve \$20 million of program contingency for a future Generation park garage, and</p>

		<p>create a \$12 million deferred maintenance project. She clarified that the South Campus primary electrical upgrade originally started with half the budget and only priority items were completed to ensure there were resources for other projects. Now that additional funds are available this will allow the remaining electrical items to be completed. She explained that plans for the Generation Park garage are preliminary, and the plan will be to reassess in a year. She clarified that future operating budgets will likely not have allocations for major maintenance projects, so the deferred maintenance dollars previously referenced could be used for future priority projects. A chart visual was presented to show the detail on the current and revised dollar amounts for each project reviewed.</p> <p>Brenda provided a brief overview of current projects at each campus and added that the plan is to restart the Building and Finance Committee meetings in January 2021. She added that there are three action items on the Board meeting agenda that pertain to the items just reviewed.</p>
VIII.	Review of Board Election Calendar	<p>Teri reviewed the Board election calendar. She presented a timeline that includes pre-election activities and election activities. She noted that the first day for a candidate to file for a place on the ballot is January 13, 2021, and the deadline for candidates to file is February 12, 2021. Position 5, 6, and 7 are up for election in 2021, and the incumbents are John Moon, Jr., Dan Mims, and Keith Sinor, respectively.</p>
IX.	Update on COVID-19 Responses and Spring Plans	<p>Brenda provided an update on COVID-19 responses and plans for spring. She explained that total campus visits since April 2020 were 228,202. There have been zero confirmed on campus transmissions and four confirmed off campus transmissions, which occurred in student housing for athletes. In total, there have been 22 employees who have been on campus that are confirmed positive cases and 32 that have only been offsite. In total, there have been 111 confirmed cases of students who have been on campus and four off campus. She added that she, Teri Zamora, and the Office of Emergency Management (OEM) team are continuously monitoring this data, tracking state and local information, and other various COVID-19 related progress. She explained that the COVID dashboard is available on the College website.</p>

		<p>She reviewed the plans for spring moving forward. The current plan is to expand face-to-face instruction following two guiding principles (safety protocols and flexibility) and with a goal to design schedules that provide flexibility in a changing environment. The two principles are to fulfill student demand as measured by enrollments in face-to-face sections and to utilize only those rooms large enough to maintain appropriate social distancing guidelines and safety protocols. She reviewed the five spring modalities which are face-to-face, online anytime, online-on-a-schedule, flex campus, and hands-on hybrid. Brenda also reviewed the enrollment in fall 2020 by modalities, a comparison of spring 2020 to spring 2021, and an enrollment modality comparison for spring 2021.</p> <p>Brenda explained that for employees, the plan is to remain in the current altered operation mode through at least February 14, 2021. The current mode is a minimum of 50% on site for staff and administrators, and faculty are remote unless teaching onsite in face-to-face or hybrid modalities. The plans will be reassessed in January, and we will continue to revise protocols as more information develops. Brenda explained the holiday schedule and the virtual commencement plan.</p> <p>Erica asked what the marketing plan is for face-to-face protocols. Brenda replied that there are currently videos that show the processes and additional videos are made as protocols change. She added that marketing has a comprehensive marketing plan in motion.</p> <p>Brenda provided an update on the cooperation with Harris County Health. The College continues to partner with them including the following.</p> <ul style="list-style-type: none">○ Hosting COVID testing site on Central Campus parking lot until need diminishes○ Intermittent temporary COVID testing sites at North and South○ Convenient for students, employees, and athletes○ In conversation regarding the possibility of becoming a flu vaccination site; COVID vaccinations will be distributed in a different manner <p>Brenda reviewed the Higher Education Emergency</p>
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		<p>Relief Fund (HEERF) student aid use and said that all of the \$4.475 million was utilized. This included 4,137 grants awarded to students with an average award of \$1,082. Grant awards are determined on a case-by-case basis, based on information provided on grant applications. She also reviewed the HEERF institutional and Minority Serving Institution (MSI) use. There is a remaining balance of \$1.305 million of the \$4.475 million institutional dollars and \$133,000 of the \$589,000 of MSI dollars remaining. The plan for using the remaining balances is on hardware and software; special labor needs, including those performing screening and monitoring services; and physical needs to ensure the safety of students, faculty, staff, and community (PPE, signage, etc.).</p> <p>She added that the College also received \$332,000 in emergency student funding from the State and use of a portion of the remaining CARES Act funds as emergency funding for students in Spring 2021 is under consideration.</p> <p>Brenda mentioned that they will assess vaccine protocols when more information becomes available.</p>
<p>X.</p>	<p>Overview of Workforce Training Programs</p>	<p>Allatia Harris and Van Wigginton provided an overview of the College's workforce training programs.</p> <p>Van reviewed a graphic showing the spring 2020 incompletes remaining by day. As of May 15, 2020, there were 2,806 incompletes and it drastically and then steadily decreased through November 16, 2020 with only 557 incompletes remaining. This was accomplished by bringing students onsite in small groups while adhering to social distancing and all safety protocols.</p> <p>Allatia reviewed the credit enrollments. From fall 2019 to fall 2020, we saw technical enrollments decline across most areas. She then reviewed the programs that had an increase in headcount and contact hours. Allatia added that maritime credit enrollment was stable and the Dual Credit maritime program with La Porte High School began in summer 2020. Distance learning for this program was expedited (with Coast Guard approval) and recruiting has transitioned to virtual methods. She reviewed the maritime commercial revenue.</p>

		<p>Allatia explained that continuing and professional development (CPD) post COVID is still struggling with financial viability for some programs like truck driving. Some courses were successfully transitioned to online with some success. Hybrid models for CPR classes are working. There will be a major push for information technology classes after January 1, 2021.</p> <p>Allatia provided an overview of the EDGE Center updates. An advisory council/committee met in June and August. Six programs will be offering 11 different courses. There are four students enrolled in the core class, and one student completed and is now in the Composite Program. Drone classes are also being offered at the Center.</p> <p>Allatia reviewed the list of apprenticeship updates. She added that there are several grants that are supportive of apprenticeship programs. Lists were provided to the Board.</p> <p>Van provided updates on business & technology and the health sciences. He highlighted the TRIO program for pre-apprenticeships and the Aggreko partnership. He added that we held the fall 2019 Gulf Coast Regional Perkins V Conference which included many students, business and industry partners, community members, and College employees. As a result of this conference and listening to our students, we modified funding throughout the last few years to add not only childcare funds but also clinical transportation, practicum transportation, and health screenings.</p> <p>Van reviewed success and challenges of the business and technology program. These include virtual recruiting, internships, and advisory committees. For health science programs, there were successes in simulation/virtual learning, advisory committees, and take-home learning kits. The challenges have been clinical assignments, lab sizes, and advisory committees.</p> <p>Van reviewed the current progress of the CPET programs. Credit enrollment has been for hands-on-hybrid and the glass lab should be operational soon. Incumbent training has also been occurring, and continuous improvements are being made.</p>
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		<p>He provided information on the RN-BSN program and reviewed the cohort enrollment for current and future semesters. He also provided the course curriculum and clinical applications.</p> <p>Van stated that the College received an Excellence and Equity in Community College STEM Award from the Aspen Institute. This award allowed the College s nursing and process technology program to each award \$50,000 in scholarships.</p> <p>Allatia provided information on the recovering economy and impending retirements by sector which provide opportunities for our graduates.</p> <p>Van reviewed plans for 2021 which include building connections through the San Jac Cares program, informational sessions and open houses/tours, participation in competitive events for students, technology support, adapting social distancing to work-based leaning opportunities, expanding competency based education, review effectiveness of adaptive modalities, and expanding partnerships with career services.</p>
<p>XI.</p>	<p>Review Revised Associate of Arts and Associate of Science Degrees, and Core Curriculum Changes</p>	<p>Brenda provided an overview of the revised associate of arts (AA) and associate of science (AS) degrees and the core curriculum changes. There is an action item in the Board meeting on this item. Upon approval by the San Jacinto College Board of Trustees, the revised AA and AS degrees, as well as updates to the College s Core Curriculum, will be submitted to The Texas Higher Education Coordinating Board (THECB) for approval. Implementation is anticipated fall 2021.</p> <p>Erica stated that she understands the purpose of this action but asked if now is a good time to change the student success course requirements with everything going on due to COVID. Brenda replied that many of the student learning outcomes are being imbedded into other courses so the three-hour requirement can be successfully reduced to an intensive one-hour student success course. Van expanded on this item and the transition of the requirements. He stated that this change will actually better prepare the students because of the intensive focus in the new course.</p>

		<p>Brenda added that there have been many discussions and analysis on this change as well as the computer literacy course elimination. The skills that were being taught in this course are being taught in other required courses.</p> <p>The group discussed the proposed changes.</p> <p>Erica asked how this aligns with other colleges. Brenda replied that she would verify this information and provide an update.</p>
XII.	Review of Calendar	Brenda reviewed the calendar with the Board.
XIII.	General Discussion of Meeting Items	There were no additional items to discuss.
XIV.	Adjournment	Workshop adjourned at 7:10 p.m.

**San Jacinto College District
Regular Board Meeting Minutes**

December 7, 2020

The Board of Trustees of the San Jacinto Community College District met by videoconference at 7:00 p.m., Monday, December 7, 2020, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this meeting was available to the public via a live stream. At least a quorum of the Board was present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Board of Trustees: Erica Davis Rouse, Assistant Secretary
Marie Flickinger, Chair
Dan Mims
Keith Sinor, Secretary
Dr. Ruede Wheeler
Larry Wilson

Absent: John Moon, Jr., Vice Chair

Chancellor: Brenda Hellyer

Others Present: Jose DejesusGil
George González
Bo Hopper
Matt Keim
Mandi Reiland
Teri Zamora
Joanna Zimmermann

Call the Meeting to order: Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:18 p.m.

Roll Call of Board Members: Chair Marie Flickinger conducted a roll call of the Board members:
Erica Davis Rouse
Dan Mims
John Moon, Jr. absent
Keith Sinor
Dr. Ruede Wheeler
Larry Wilson

Invocation and Pledges to the Flags:

The invocation was given by Teri Zamora. The pledges to the American flag and the Texas flag were led by Larry Wilson.

Special Announcements, Recognitions, Introductions, and Presentations:

1. Mandi Reiland read an announcement regarding the meeting process.

Student Success Presentations

1. George González provided an overview of the High School Capture Rate and Joanna Zimmermann and Jose DejesusGil provided an update on Outreach and Recruiting.

Communications to the Board:

The following items were reviewed and distributed to the Board as communication items.

1. Fall 2020 Career Focus
2. December Opportunity News
3. 2020-2021 Budget

Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:

There were no citizens desiring to be heard before the Board.

Informative Reports:

Chair Marie Flickinger indicated such reports were available in the Board documents and online.

- A. San Jacinto College Financial Statements
 - a. San Jacinto College Financial Statements October 2020
 - b. San Jacinto College Monthly Investment Report October 2020
- B. San Jacinto College Foundation Financial Statements October 2020
 - a. October 2020
 - b. Financial Audit June 30, 2020 and 2019
- C. Capital Improvement Program

Motion 10069 Consideration of Approval of Rescission of Policy VI-G, Policy on Semester Reports Second Reading

Motion was made by Keith Sinor, seconded by Dan Mims, for approval of Rescission of Policy VI-G, Policy on Semester Reports Second Reading.

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson
Nays: None

**Motion 10070
Consideration of
Approval of Policy
V.5001.C, Student
Final Grade Appeal
Second Reading**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, for approval of Policy V.5001.C, Student Final Grade Appeal Second Reading.

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson
Nays: None

**Motion 10071
Consideration of
Approval of 2021-
2022 Academic
Calendar**

Motion was made by Larry Wilson, seconded by Dan Mims, for approval of 2021-2022 Academic Calendar.

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson
Nays: None

**Motion 10072
Consideration of
Acceptance of the
2019-2020
Comprehensive
Annual Financial
Report**

Motion was made by Erica Davis Rouse, seconded by Keith Sinor, for acceptance of the 2019-2020 Comprehensive Annual Financial Report.

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson
Nays: None

**Motion 10073
Consideration of
Approval of
Financing Team and
Related Expenditures**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, for approval of Financing Team and Related Expenditures.

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson
Nays: None

**Motion 10074
Consideration of
Approval to Adopt an
Order Authorizing
the Issuance of San
Jacinto Community
College District
Limited Tax General
Obligation Building
and/or Refunding
Bonds; Setting
Certain Parameters**

Motion was made by Keith Sinor, seconded by Dan Mims, for approval to Adopt an Order Authorizing the Issuance of San Jacinto Community College District Limited Tax General Obligation Building and/or Refunding Bonds; Setting Certain Parameters for the Bonds; Authorizing the Vice Chancellor of Fiscal Affairs to Approve the Amount, the Interest Rate, Price, Including the Terms Thereof and Certain Other Procedures and Provisions Related Thereto.

Motion Carried.

Yeas: Davis Rouse, Flickinger, Mims, Sinor, Wheeler, Wilson

**for the Bonds;
Authorizing the Vice
Chancellor of Fiscal
Affairs to Approve
the Amount, the
Interest Rate, Price,
Including the Terms
Thereof and Certain
Other Procedures and
Provisions Related
Thereeto**

Nays: None

**Motion 10075
Consideration and
Approval of
Resolution
Authorizing the
Defeasance of Bonds**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, for approval of Resolution Authorizing the Defeasance of Bonds.

Motion Carried.

Yeas: Davis Rouse, Flickinger, Mims, Sinor, Wheeler, Wilson
Nays: None

**Motion 10076
Consideration of
Approval of Revised
Associate of Arts and
Associate of Science
Degrees, and Core
Curriculum Changes**

Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, for approval of Revised Associate of Arts and Associate of Science Degrees, and Core Curriculum Changes.

Motion Carried.

Yeas: Davis Rouse, Flickinger, Mims, Sinor, Wheeler, Wilson
Nays: None

**Motion 10077
Consideration of
Purchasing Requests**

Motion was made by Dan Mims, seconded by Larry Wilson, for approval of the purchasing requests.

Purchase Request #1	
Method of Procurement and Delegate Authority to Award Contract for Traffic and Accessibility Sign Upgrades	\$200,000
Purchase Request #2	
Guaranteed Maximum Price for South Campus Jones Building Renovation	13,000,000
Purchase Request #3	
Additional Funds for Direct Digital Controls Network Upgrades, Package VI	140,000
Purchase Request #4	
Renew Contracts for Temporary Personnel Services	900,000

Purchase Request #5	
Contract for Printing Services	<u>285,000</u>
TOTAL OF PURCHASE REQUESTS	\$14,525,000

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson
 Nays: None

**Motion 10078
 Consent Agenda**

Chair Flickinger stated an additional affiliation agreement for medical assisting at North was added to the consent agenda after the paper versions of the Board book were sent out. The electronic versions all included the addition and was posted at least 72 hours prior to the meeting start time. A copy of the final item was distributed for reference prior to voting.

Motion was made by Larry Wilson, seconded by Dr. Ruede Wheeler, to approve the consent agenda.

- A. Approval of the Minutes for the November 2, 2020, Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations and Extra Service Agreements
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson
 Nays: None

**Items for Discussion/
 Possible Action**

There were no additional items discussed.

Adjournment:

Chair Marie Flickinger adjourned the meeting at 8:00 p.m.

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve budget transfers for November/December which have been made in accordance with State accounting procedures.

BACKGROUND

Adoption of the budget by the Board of Trustees prior to September 1 of each year serves as the authorization to expend funds for the next fiscal year. The budget is adopted by functional classification (or cost elements: Instruction, Academic Support, Student Services, Institutional Support, and Operation and Maintenance of Plant) as defined by the National Association of College and University Business Officers (NACUBO). Realizing that the budget is a living document that reflects the evolving needs of the College in terms of meeting goals and objectives, occasional movement of budgeted funds between cost elements is desirable and warranted. The budget transfers under consideration represent previously authorized expenditures that are requested to be reclassified from one cost element to another cost element.

IMPACT OF THIS ACTION

Approval of the budget transfers will allow the College to more effectively utilize existing resources in fulfilling its instructional objectives.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This request is a reclassification of existing authorizations.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

Attachment 1 Budget Transfers

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Carin Hutchins	281-998-6109	carin.hutchins@sjcd.edu
Dianne Duron	281-998-6347	dianne.duron@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
 Budget Transfers related to Fiscal Year 2020-21
 for November/December 2020

ELEMENT OF COST	DEBIT	CREDIT
INSTRUCTION	\$ 600	\$ 3,900
PUBLIC SERVICE	\$ -	\$ -
ACADEMIC SUPPORT	\$ -	\$ 995
STUDENT SERVICES	\$ -	\$ 1,871
INSTITUTIONAL SUPPORT	\$ 11,871	\$ -
PHYSICAL PLANT	\$ 4,295	\$ 10,000
AUXILIARY ENTERPRISES	\$ -	\$ -
	\$ 16,766	\$ 16,766

RECOMMENDATION

The administration recommends that the Board of Trustees approve the following Affiliation Agreements:

Central Campus

Department

Medical Laboratory Technology Program
(2nd Amendment)

Affiliation Entity

Methodist Health Centers dba Houston
Methodist Sugar Land Hospital

South Campus

Department

Physical Therapist Assistant Program

Affiliation Entity

Harris Health System

North Campus

Department

Medical Assisting Program

Affiliation Entity

Brian C. Douglas M.D. P.A.

Medical Assisting Program

D&S Medical Services dba
Occupational Healthcare

Mental Health Program

The Harris Center for Mental Health
and IDD

Mental Health Program

Management and Training
Corporation

RATIONALE

The Affiliation Agreements were reviewed by the College's external legal counsel.

FISCAL IMPLICATIONS TO THE COLLEGE

N/A

CONTACT PERSONNEL

Daniel J. Snooks, Attorney
Laurel Williamson

281-998-6184

laurel.williamson@sjcd.edu

Item E
Regular Board Meeting February 1, 2021
Approval of the Next Regularly Scheduled Meeting

RECOMMENDATION

The next regularly scheduled meeting of the Board of Trustees will be Monday, March 1, 2021.