

**San Jacinto Community College District**  
**Regular Board Meeting Minutes**  
**September 8, 2025**

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m. for a regularly scheduled Board meeting on Monday, September 8, 2025, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**Attendance**

**Present:**

**Members:** Dr. Michelle Cantú-Wilson, Erica Davis Rouse, Judy Harrison, Dan Mims, Keith Sinor, Larry Wilson

**Chancellor:** Brenda Hellyer

**Others Present:** Tanesha Antoine, Sendhy Arredondo, Rhonda Bell, Jesse Bernal, Christian Bionat, Matt Crow, Matt Crow, Kim Delauro, Destry Dokes, Chris Duke, Dianne Duron, Teddy Farias, Melissa Fuqua, Rachel Garcia, Damon Harris, Allatia Harris, Carin Hutchins, Sallie Kay Janes, Bryan Jones, Matt Keim, Farrah Khalil, Aaron Knight, Chris Laack, Patsy Laredo, Amy Lopez, Carlos Lopez, Kevin McKisson, Lamar McWaine, Courtney Morris, Kevin Morris, Alexander Okwonna, JoEllen Price, JR Ragaisis, Mandi Reiland, Shelley Rinehart, Angela Russell, Genevieve Scholes, Chuck Smith, Jaclyn Stafford, Jessica Tello, Niki Whiteside, Van Wigginton, Rhonda Williams, Laurel Williamson

I. Call the Meeting to Order

Chair Dan Mims called the regular meeting of the Board of Trustees to order at 7:06 p.m.

II. Roll Call of Board Members

Chair Mims conducted a roll call of the Board members.

Dr. Michelle Cantú-Wilson, Vice Chair  
Erica Davis Rouse, Assistant Secretary  
Judy Harrison  
Dan Mims, Chair  
Keith Sinor, Secretary  
Larry Wilson

III. Invocation and Pledge to the Flags

The invocation and moment of silence were given by Allatia Harris. The pledges to the American and Texas flags were led by Michelle Cantú-Wilson.

IV. Special Announcements, Recognitions, Introductions, and Presentations

1. Carin Hutchins recognized the purchasing department for receiving the 2025 Achievement of Excellence in Procurement Award from National Procurement Institute.
2. Alexander Okwonna recognized the Rotary Club of North Shore - Annual Scholarship Support.

V. Student Success Presentations

Chris Duke provided an overview of the Submission of Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Referral Report

VI. Communications to the Board of Trustees

1. September Opportunity News
2. A thank you was sent to the Board from Brittany Sgarlet for the plant sent in memory of her grandmother.

VII. Public Comment

There were no citizens desiring to speak to the Board.

VIII. Informative Reports to the Board

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

- A. San Jacinto College Financial Statements
  1. San Jacinto College Monthly Financial Statements July 2025
  2. San Jacinto College Monthly Investment Reports July 2025
- B. San Jacinto College Foundation Financial Statements July 2025
- C. Capital Improvement Program
- D. San Jacinto College Board Building Committee Minutes

IX. Consideration of Approval of Amendment to the 2025-2026 Budget for Restricted Revenue and Expenses Relating to Federal, State and Local Grants/Contracts

**Motion 10477:**

Motion moved by Dr. Michelle Cantú-Wilson and motion seconded by Judy Harrison.  
Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Harrison, Sinor, Wilson

Nays: None

X. Consideration of Approval of Policy II.2002.B, Faculty Senate Governance - Second Reading

**Motion 10478:**

Motion moved by Judy Harrison and motion seconded by Keith Sinor. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Harrison, Sinor, Wilson

Nays: None

- XI. Consideration of Approval of Policy VI.6004.E, Campus Hazing Prevention - Second Reading

**Motion 10479:**

Motion moved by Larry Wilson and motion seconded by Erica Davis Rouse. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Harrison, Sinor, Wilson

Nays: None

- XII. Consideration of Approval of Allocation of Capital Project Funds

**Motion 10480:**

Motion moved by Dr. Michelle Cantú-Wilson and motion seconded by Judy Harrison. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Harrison, Sinor, Wilson

Nays: None

- XIII. Consideration of Approval of Banking and Investment Resolutions and Forms

**Motion 10481:**

Motion moved by Keith Sinor and motion seconded by Erica Davis Rouse. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Harrison, Sinor, Wilson

Nays: None

- XIV. Consideration of Approval to Modify Childcare Fees

**Motion 10482:**

Motion moved by Larry Wilson and motion seconded by Judy Harrison. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Harrison, Sinor, Wilson

Nays: None

- XV. Consideration of Approval of 2025 Proposed Tax Rate, Review of Final No-New-Revenue and Voter-Approval Tax Rate Calculations and Approve Date to Adopt Tax Rate

**Motion 10483:**

Motion moved by Judy Harrison and motion seconded by Dr. Michelle Cantú-Wilson.  
Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Harrison, Sinor, Wilson

Nays: None

XVI. Consideration of Approval of Policy IV.4005.A, Remote and Alternate Work Schedule Arrangements - First Reading (Informational Item)

No vote required. Informational item - first reading.

XVII. Consideration of Purchasing Requests

In the purchasing section, on PR #2, Central and North were listed as the two campuses to receive the equipment being requested in this purchasing item. After further review, it was determined to purchase for South and North campuses. There is a greater need at South than Central right now, and there is limited funding. A correction to the item will be made but a motion was made to approve with the change above.

#1	Consideration of Approval to Contract for Scholarship Award and Stewardship Management Services	\$	153,740
#2	Consideration of Approval to Purchase Synthetic Whole Human Cadavers		118,302
#3	Consideration of Delegation of Authority to Contract for North Campus Student Center Plumbing Repairs		500,000
<b>TOTAL OF PURCHASE REQUESTS</b>		<b>\$</b>	<b><u>772,042</u></b>

**Motion 10484:**

Motion moved by Larry Wilson and motion seconded by Dr. Michelle Cantú-Wilson.  
Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Harrison, Sinor, Wilson

Nays: None

XVIII. Consent Agenda

- A. Approval of the Minutes for the August 11, 2025, Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations, 2025-2026 Part-Time Hourly Rate Schedule, and Extra Service Agreements (ESA)
- D. Approval of the Next Regularly Scheduled Meeting

**Motion 10485:**

Motion moved by Larry Wilson and motion seconded by Judy Harrison. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Harrison, Sinor, Wilson

Nays: None

XIX. Items for Discussion/Possible Action

There were no additional items discussed.

XX. Adjournment

Chair Mims adjourned the meeting at 7:35 p.m.