

**San Jacinto Community College District**  
**Regular Board Meeting Minutes**  
**October 6, 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, October 6, 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, Rhonda Bell, Jesse Bernal, Meghan Bourda, Tiffany Burton, Dena Carlson, Jacquelynn Conger, Matt Crow, Kim Delauro, Dianne Duron, Teddy Farias, Rachel Garcia, Damon Harris, Allatia Harris, Carin Hutchins, Sallie Kay Janes, Bryan Jones, Matt Keim, Aaron Knight, Kevin McKisson, Chris McLaren, Lamar McWaine, DeRhonda McWaine, Kevin Morris, Sabrina Naulings, Alexander Okwonna, JoEllen Price, JR Ragaisis, Mandi Reiland, Shelley Rinehart, Chuck Smith, Jessica Tello, Sonia Townsend, Jose Valentine, Emely Webster, Niki Whiteside, Van Wigginton, Chris Wild, Joanna Zimmermann

I. Call the Meeting to Order

Chair Dan Mims called the regular meeting of the Board of Trustees to order at 7:35 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 was given by Aaron Knight. The San Jacinto College Police Department Honor Guard provided the presentation of colors. The pledges to the American and Texas flags were led by Keith Sinor.

IV. Special Announcements, Recognitions, Introductions, and Presentations

1. Chancellor Brenda Hellyer presented a proclamation received from the City of Houston.

2. Michelle Cantú-Wilson, Judy Harrison, and Dan Mims provided an update from the Community College Association of Texas Trustees Annual Conference.

V. Student Success Presentations

JoEllen Price provided an overview of Financial Aid.

VI. Communications to the Board of Trustees

1. The October Opportunity News was provided.
2. The San Jacinto Community College District Budget for 2025-2026 was provided.
3. A thank you was sent to the Board from the family of Herb Hildebrand for the plant sent in his memory.

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 - August 2025
  2. San Jacinto College Monthly Investment Reports - August 2025
  3. San Jacinto College Quarterly Investment Report - June-August 2025
- B. San Jacinto College Foundation Financial Statements - August 2025
- C. Capital Improvement Program
- D. San Jacinto College Board Building Committee Minutes
- E. San Jacinto College Board Finance 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 10486:**

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 Allocation of Capital Project Funds

**Motion 10487:**

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

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

Nays: None

XI. Consideration of Adoption of Ad Valorem Property Tax Rate

**Motion 10488:**

Michelle Cantú-Wilson moved that the total property tax rate be decreased by the adoption of a tax rate of 0.154615, which is a decrease of .16 percent from the prior year total tax rate and 0.35 percent lower than the no-new-revenue rate.

Motion moved by Dr. Michelle Cantú-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 Chancellor's Employment Contract with San Jacinto College District

**Motion 10489:**

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

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

Nays: None

XIII. Consideration of Approval of Policy IV.4005.A, Remote and Alternate Work Schedule Arrangements - Second Reading

**Motion 10490:**

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

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

Nays: None

XIV. Consideration of Approval of Policy III.3006.H, Campus Programs with Minors - First Reading (Informational Item)

No vote required. Informational item - first reading.

XV. Consideration of Approval of Policy VII.7003.A, Expressive Activities - First Reading (Informational Item)

No vote required. Informational item - first reading.

XVI. Consideration of Purchasing Requests

|    |   |    |           |
|----|---|----|-----------|
| #1 | Consideration of Delegation of Authority to Contract for Central Campus Building C12/C13 Roof Coating | \$ | 1,600,000 |
|----|---|----|-----------|

|    |  |           |
|----|--|-----------|
| #2 | Consideration of Delegation of Authority to Contract for Central Campus Building C3 Roof Upgrade         | 1,060,000 |
| #3 | Consideration of Approval to Renew the Contract for Asphalt, Concrete, and Parking Lot Striping Services | 500,000   |

|                                   |                     |
|-----------------------------------|---------------------|
| <b>TOTAL OF PURCHASE REQUESTS</b> | <b>\$ 3,160,000</b> |
|-----------------------------------|---------------------|

**Motion 10491:**

Motion moved by Erica Davis Rouse and motion seconded by Judy Harrison. Motion carried.

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

Nays: None

XVII. Consent Agenda

- A. Approval of the Minutes for the September 8, 2025, Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations and Extra Service Agreements
- D. Approval of the Next Regularly Scheduled Meeting on November 3, 2025

**Motion 10492:**

Motion moved by Dr. Michelle Cantú-Wilson and motion seconded by Erica Davis Rouse. Motion carried.

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

Nays: None

XVIII. Items for Discussion/Possible Action

There were no additional items discussed.

XIX. Adjournment

Chair Mims adjourned the meeting at 8:05 p.m.