



**MEETING OF THE BOARD OF REGENTS
LEE COLLEGE DISTRICT
BOARD MEETING
September 22, 2026**

The Board of Regents of the Lee College District met on September 22, 2026, at 6:21 p.m. at the McNulty-Haddick Complex, Room E55. Chairman Santana called the meeting to order stating that the meeting was duly posted and a quorum was present.

PRESENT: Gilbert Santana, Chairman; Pam Warford, Vice Chair; Mark Himsel, Secretary; Gina Guillory, Assistant Secretary; Daryl Fontenot (virtual); Mark Hall; Judy Jirrels; Heron Thomas

Jacob Atkin, President

ABSENT: Weston Cotten

INVOCATION AND PLEDGE TO THE FLAG

Regent Judy Jirrels said the Invocation and led the Pledge to United States Flag and Texas Flag.

SPOTLIGHT – Cristofher Reyes, Work-Based Learning

Dr. Marissa Moreno, Vice President of Transfer, Placement & Workforce Development, said Work-Based Learning provides internships, apprenticeships and employer partnerships that allow students to apply what they learn while still in school. The idea is to turn technical program completions into a career launchpad for students, she said. She introduced student Cristofher Reyes to share his experience with this opportunity, and she gave a shout out to Lakelya “Kel” Bright-Haynes, Director of Work-Based Learning.

Reyes, a dual credit student who graduated from Goose Creek Memorial High School in May, said he got the opportunity after his first semester to be a student worker for instructor Robert Hamilton. Later that year, he entered a Monday-Thursday internship, in which he learned about chillers and HVAC systems beyond residential. He worked in the mornings, and in the afternoons was at his student worker position and in college classes. Tomorrow, he begins a full-time job with GCCISD.

61.26

DISPOSITION OF MINUTES

Regent Hall made a motion, seconded by Regent Jirrels, that the Board approve the minutes for FY 2027 Goals Workshop Meeting, August 20, 2026; Public Hearing FY 2027 Budget, August 20, 2026; and Board Meeting, August 20, 2026.

The motion passed with no dissenting votes. Regent Cotten was absent.

REPORT OF THE CHAIRMAN

Chairman Santana commented that the Community College Association of Texas Trustees conference, held last week at the Hyatt Regency in Baytown, had record attendance and went well. Also, he reminded everyone that the Lee College Foundation Gala is this Friday, September 25.

COMMITTEE REPORTS

- **Building Committee** – Committee Chair Daryl Fontenot reported the committee met September 16, and heard the latest report on the facilities master plan. The FY 2027 vehicle replacement schedule was presented; purchase of five vehicles is scheduled for the board meeting agenda next month. The regular update on current projects also was presented.
- **Policy Committee** – Committee Chair Mark Hall reported the committee is scheduled to meet September 30.
- **Audit & Investment Committee** – Committee Chair Judy Jirrels reported the committee met yesterday. An FY 2026 Audit Status Update was presented; the Contract Management and Cybersecurity audits both are postponed and will be rescheduled. Also presented were the FY 2027 Internal Audit Plan and a preliminary FY 2027 audit time budgeting plan, she said.

Building and Facilities – Serving on the Building Committee are Daryl Fontenot, Chair; Mark Himsel and Pam Warford

Policy Committee – Serving on the Policy Committee are Mark Hall, Chair; Weston Cotten and Heron Thomas

Audit and Investment Committee – Serving on the Audit and Investment Committee are Judy Jirrels, Chair; Gina Guillory and Mark Himsel

REPORT OF THE PRESIDENT

- **CCATT Conference** – The conference here in Baytown was successful, and feedback was tremendously positive from Lee College facilities tour participants, Mr. Atkin said.
- **Record Set** – Enrollment has reached a record 9,616 students, an increase of 8% over last year, Mr. Atkin said. Growth is a result of increases in dual credit and Huntsville Center students. Main campus enrollment, which decreased by 135 students, will remain an area of focus and recruitment, he said.
- **Foundation Gala** – Friday, September 25, is the date of the annual Gala, with 425 planning to attend – the largest number ever. Numerous students and student organizations will be showcased, Mr. Atkin said.
- **Liberty Center 10-Year Anniversary** – Noting it is a joint effort between Lee College and five area school districts, the South Liberty County Education Center is at near capacity, Mr. Atkin said. He said, in addition to celebrating the 10-year anniversary, that he took time for a haircut by a dual credit student. The school districts are clamoring for more services – particularly in career and technical education, he said.
- **Connections with Industry Partners** – Cabinet members and workforce education instructors toured Chevron Phillips Cedar Bayou Plant, Mr. Atkin reported. CP Chemical leadership is anxious to grow its partnership and engagement with Lee College, he said.
- **Executive Searches** – With acceptance of an offer by Amy Mundy, the search is complete for Vice President of External Affairs and Executive Director of Lee College Foundation. Mr. Atkin briefly noted work experience of Ms. Mundy, who is scheduled to begin work at Lee College on November 16. Interviews for Chief Financial Officer are planned next week.
- **Former Regent Passes Away** – Ronald D. “Ronn” Haddox made significant contributions to the college and will be missed, Mr. Atkin said.
- **Upcoming Events** – Mr. Atkin noted movies this fall at the Performing Arts Center, family Loteria, a solo piano concert, dodgeball (faculty/staff vs. students/Mr. Atkin), and Trunk or Treat are planned. Registration for spring semester begins October 27, he added.

- **Mont Belvieu Campus Update** – Mr. Atkin showed photographs of steel going up on site, as well as the completed central physical plant. The project remains on track for classes to begin next fall, he said.
- **Workday ERP Progress** – Implementation, which remains in status green, is 43% complete, compared to planned progress of 47%, Mr. Atkin said. Crediting employees for their work, he said the expectation remains to be fully live with finance and HR by April 30, 2027.
- **Board Travel Info** – Mr. Atkin presented a summary of Regents travel expenses for 2024, 2025 and 2026. Board travel cost to the college has averaged about \$55,000 per year, he said.
- **Volleyball Team Update** – Last weekend, the volleyball team defeated Trinity Valley, which was ranked 15th in the nation and was in first place in Region XIV, Mr. Atkin said. He encouraged support for the team, which is only two wins out of first place in the region.

INFORMATIONAL REPORTS

Resignations and Retirements – Jacob Atkin, President

Justin Dykes, Faculty, English (Huntsville Center) – Resignation

Therrick Lockette, Technical Career Navigator – Resignation

John Elliott, Faculty, Drafting – Retirement

Steven Showalter, Faculty, Government – Retirement

Financial Report – Renea Woodruff, Controller

Reporting financial results through August 31, Ms. Woodruff said year-end unaudited cash and investments total \$73.6 million. Excluding land held for investment, this total is \$57 million, she said. Year-to-date revenues of \$88 million represent 101.5% of budget; year-to-date expenses of \$82.7 million represent 95.5% of budget. Year-end net revenue over expenses is \$5.2 million. Final revenues exceeded budget by \$1.3 million, with \$700k of that amount being collection of prior year taxes, she said. Final expenses came in \$3.9 million under budget.

Under facility projects, \$505k was paid last month for ADA Phase 2 and Life Safety, Ms. Woodruff reported. Under capital projects, \$9.6 million was budgeted for the year and expenses in August totaled \$578k. She named various capital projects completed last month. Capital project expenses totaled \$2.6 million for the year, leaving \$6.7 million to roll into the new fiscal year, she said. She concluded by summarizing restricted funds activity.

General Education Review, for SB 37 Compliance

Dr. Janena Norris, Vice President of Academic Affairs & Learning Support Services

SB 37 requires governing boards to complete a general education review every five years, with the first cycle to be completed by January 1, 2027, Dr. Norris said. She named four objectives that the board must ensure are being met, and she named nine general education component areas as identified by the Texas Higher Education Coordinating Board. In the Lee College catalog, 97 courses are listed within the nine general education component areas, she said.

Dr. Norris demonstrated how to access the college's online course syllabus library, where course descriptions and student learning outcomes are available on the first page of each syllabus, and she reviewed HIST 1301 as an example. She recommended that a report indicating completion of the review of all 97 general education courses be prepared, accepted, and reflected in minutes of a board meeting. In compliance with a requirement in SB 37 that the board be notified each year of any changes to the core curriculum, Dr. Norris reported BIOL 2420 Microbiology for Non-Science Majors has been added to college's core curriculum.

GENERAL COMMENT

Chairman Santana acknowledged facilities and IT personnel for their quick work in making it possible for the Board of Regents to meet in the McNulty-Haddick Complex after the power failure.

PUBLIC COMMENT

None.

ITEMS OF ACTION

A. PERSONNEL

62.26 CONSENT Agenda – Consideration of New Hires

The Administration recommends that the Board approve the new hires as presented:

Ms. Rachelle Dodson, Program Manager, Healthcare
Mr. Joshua Ramirez, Transfer Success Coach
Ms. Danielle Redhead, Transfer Success Coach

Regent Guillory made a motion, seconded by Regent Warford, that the Board approve the recommendation.

The motion passed with no dissenting votes. Regent Cotten was absent.

B. NEW BUSINESS

63.26 Consideration of Elimination of International Education Fee

The Administration recommends that the Board authorize the President or his designee to approve elimination of the \$2.00 per semester International Education student fee effective Spring 2027.

Regent Guillory made a motion, seconded by Regent Jirrels, that the Board approve the recommendation.

The motion passed with no dissenting votes. Regent Cotten was absent.

64.26 Consideration of Contract with Outreach Strategists, LLC, for Rebranding Consulting Services

The Administration recommends that the Board authorize the President or his designee to negotiate final terms and approve an agreement with Outreach Strategists, LLC, in the amount of \$137,860.

Regent Warford made a motion, seconded by Regent Himsel, that the Board approve the recommendation. During Q&A that ensued, Mr. Atkin explained previous work by the company for Lee College, identified specifics of the scope of this rebranding project including a mascot change, and said the deliverable that will matter most is a major overhaul of the college website. Regent Guillory stated this project is not to change the name of Lee College; Mr. Atkin confirmed. Chairman Santana noted the process will include community involvement; Mr. Atkin confirmed.

The motion passed 7-1, with Regent Thomas dissenting. Regent Cotten was absent.

65.26 Consideration of New Associate Degree Program – Respiratory Therapy

The Administration recommends that the Board authorize the President or his designee to pursue approval by the Texas Higher Education Coordinating Board and The Commission on Colleges and Universities for a new Associate Degree program in Respiratory Therapy.

Chairman Santana noted this program will be offered by Lee College and Barbers Hill ISD. Regent Jirrels made a motion, seconded by Regent Warford, that the Board approve the recommendation.

The motion passed with no dissenting votes. Regent Cotten was absent.

66.26 Consideration and Approval of Resolution Adopting the Certified Appraisal Rolls for Chambers and Harris Counties for the 2026 Tax Roll Year

The Administration recommends in accordance with Section 26.04 of the State Property Tax Code that the governing board receive the submission and issue the attached resolution adopting the 2026 Certified Tax Appraisal Roll for Chambers County, and the Harris County Certified Tax Appraisal Rolls.

Regent Hall made a motion, seconded by Regent Guillory, that the Board approve the recommendation. The Administration plans to propose the same tax rate as the current year, Mr. Atkins said. Chairman Santana then read the proposed resolution. In answer to a question by Regent Hall, Mr. Atkins said the same tax rate, and the appraised property value as being presented today, would generate additional tax revenue of \$1,231,305, compared to the year just ended.

The motion passed with no dissenting votes. Regent Cotten was absent.

67.26 Consideration of a Proposed Tax Rate and Setting Date for a Public Meeting to Adopt Tax Rate for the 2026-27 Fiscal Year

The Administration recommends, in accordance with current legislation, that the Board propose by recorded vote the 2026 proposed tax rate for the 2026-2027 fiscal year, and set the date for a public meeting for adoption of the proposed 2026-2027 tax rate.

Regent Himsel made a motion, seconded by Regent Warford, that the Board approve the recommendation. Chairman Santana noted the meeting to adopt the proposed tax rate (\$0.18706 per \$100 valuation) is scheduled for October 15, 2026, which is the next regular board meeting date.

The motion passed with no dissenting votes. Regent Cotten was absent.

EXECUTIVE SESSION

The Board of Regents closed the Open Session at 7:15 p.m. and convened into Executive Session at 7:18 p.m. in accordance with the Texas Open Meetings Act regarding:

1. Consult with Board Attorney regarding legal advice on any item on the agenda. [TX Gov't Code § 551.071]
2. Discussion of Lee College President's duties and responsibilities [TX Gov't Code § 551.071]

No action is taken while the Board is recessed into Executive Session.

The Board ended Executive Session at 7:44 p.m. and reconvened into Open Session at 7:44 p.m. Upon return to Open Session, Regent Fontenot was absent, along with Regent Cotten.

MATTERS OF CONCERN FOR FUTURE AGENDAS

None.

ADJOURNMENT

Chairman Santana declared the meeting adjourned at 7:45 p.m.

Chairman, Board of Regents

Secretary, Board of Regents