

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF REGENTS  
GALVESTON COMMUNITY COLLEGE DISTRICT  
4015 Avenue Q  
Galveston, Texas 77550  
Room M-220 – Moody Hall  
September 10, 2025  
5:30 p.m.**

At the Regular Meeting of the Galveston Community College District Board of Regents, duly held on Wednesday, September 10, 2025, in Room M-220 of Moody Hall, commencing at 5:30 p.m., the following Regents were present:

Ms. Karen F. Flowers, Chairperson  
Mr. Fred D. Raschke, Vice Chairperson  
Mr. Michael B. Hughes, Secretary  
Mr. Garrik Addison  
Mr. Armin Cantini  
Dr. Norman Hoffman  
Mr. Raymond Lewis, Jr. (excused)  
Ms. Mary R. Longoria  
Ms. Carolyn L. Sunseri

Faculty and staff present included Dr. W. Myles Shelton, President, Dr. Carmen Allen, Ms. Veronica Atterberry, Dr. Conrad Breitbach, Mr. Ed Chrno, Mr. Ron Crumedy, Mr. Jeff Engbrock, Ms. Breanne Loreface, Dr. Cissy Matthews, Dr. Van Patterson, Ms. LT Rivera, Ms. Elvia Segura, and Dr. Tirizia York.

- I. CALL TO ORDER REGULAR MEETING:** Chair Flowers opened the Regular Meeting at 5:30 p.m. in Room M-220 of Moody Hall and determined a quorum was present.
- II. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE:** Mr. Flowers began with a moment of silence and asked Mr. Raschke to lead the Pledge of Allegiance.
- III. CERTIFICATION OF POSTING NOTICE OF REGULAR MEETING:** Dr. Shelton confirmed that the notice of the Regular Meeting had been properly posted on September 4, 2025.
- IV. RECOGNITION OF GUESTS:** There were no guests in attendance.
- V. CONSIDER APPROVAL OF MINUTES FROM THE WORKSHOP/SPECIAL MEETING OF AUGUST 6, 2025, REGULAR MEETING OF AUGUST 13, 2025, AND THE PUBLIC HEARING/SPECIAL MEETING OF AUGUST 20, 2025: A**

reading of the minutes was waived. Mr. Raschke moved to approve the minutes as published; Ms. Sunseri seconded. The motion passed unanimously.

**VI. CITIZENS DESIRING TO APPEAR BEFORE THE BOARD ON AGENDA AND NON-AGENDA ITEMS:** There were no citizens desiring to appear before the Board.

**VII. INFORMATIVE REPORTS:**

1. Student Success Story: Dr. Shelton introduced this agenda item and Dr. Carmen Allen, who presented on the Dual Enrollment Survey of Student Engagement (DESSE). DESSE was created to help colleges evaluate programs that serve their dually enrolled student population. There are 15 focus areas, and the presentation highlighted a few of them, including Barriers to Persistence, Goals, Reasons to attend a 4-year institution, motivation & preparedness, and student effort. Takeaways from the survey were that the purpose of the survey is to evaluate dual credit programs to better serve students, many students plan to continue their education at GC after graduating from high school, and our students are motivated to succeed, but some populations might need more support.
2. Monthly Financial Reports –August: Mr. M. Jeff Engbrock, Comptroller/CFO, presented the financial report for the month of August. With 100 percent of the year completed, income generated was \$31,894,565 or 105.2 percent of the fiscal year 2024-25 revenue budget compared to 102.9 percent this time last year. State funds for July are \$5,182,362, or 100.6 percent of the budget, based on the change in how state funds are now distributed. Tuition and fees were \$6,237,614 or 116 percent of the budget compared to 101.8 percent last year. Local taxes are \$18,789,011 or 102 percent of the budget compared to 102 percent last year. Local Revenue is \$1,685,578 or 121.9 percent of the budget, compared to 128.2 percent last year. He reported that total expenses are \$27,106,056, or 89.4 percent of the expenditure budget, compared to 86.7 percent last year. Mr. Engbrock gave a brief overview of Funds 71 and 72.

Brief discussion was had about excess revenues that will need to be closed out against Fund 71 and 72. Mr. Engbrock gave a brief update on the accounts receivables.

3. Presentation of Chief Executive Officer Certification and Report Under Texas Education Code, Section 51.253(c) for the 2024-25 Academic Year – First Through Fourth Quarters: Dr. Shelton presented this item to the Board. The College is required to report in either the fall or the spring, on the issues related to sexual harassment, sexual assault, date violence, and stalking that are defined under the Texas Education Code. When complaints are received the College is required to assess those complaints and act on those complaints. Over the last 12 months, one Title IX report was received.

**VIII. CONSENT AGENDA:** Ms. Flowers proceeded with the Consent Agenda. Mr. Raschke moved to approve the Consent Agenda and Action Item No. 4, 5, 6, and 8; Ms. Sunseri seconded. The motion passed unanimously. A copy of the Consent Agenda is attached as **Exhibit A**.

**IX. ACTION ITEMS:**

1. Consider Facilities Committee Recommendation Regarding Bids for Construction Manager at Risk (CMAR) for Student Housing Construction Project: Mr. Michael Hughes, Facilities Committee Chair presented this item to the Board. The Facilities Committee met prior to this meeting to consider a recommendation to the Board regarding the bids for the Construction Manager at Risk for the Student Housing Construction Project. A request for proposals for a construction manager at risk was sent to 11 firms and was advertised in the local newspaper. Two responses were received. After reviewing the proposals received, staff evaluated and interviewed the two firms that responded. Staff recommend the CMAR contract be awarded to Sullivan Brothers, PO Box 17101, Galveston Texas 77553. The staff evaluation concluded that Sullivan Brothers offers the best value for the College. In addition, Sullivan Brothers have more experience building on the island and constructing this specific student housing design.

It is the Committee's Recommendation, and Mr. Hughes move to recommend Sullivan Brothers be awarded the CMAR contract for the Student Housing Construction Project; Ms. Longoria seconded. The motion passed unanimously.

2. Consider Facilities Committee Recommendation Regarding the Health Sciences Education Center (HSEC): Mr. Michael Hughes, Facilities Committee Chair presented this item to the Board. The Facilities Committee met prior to this meeting to consider a recommendation to the Board regarding the Health Sciences Education Center. There was no action taken on this item.
3. Consider Facilities Committee Recommendation Regarding the Purchase of Real Property: Mr. Michael Hughes, Facilities Committee Chair presented this item to the Board. The Facilities Committee met prior to this meeting to consider a recommendation to the Board regarding the purchase of Real Property. There was no action taken on this item.
4. Consider Acceptance of Fiscal Year 2024-25 Fourth Quarter Investment Report: The Board unanimously approved the fiscal year 2024-25 fourth quarter investment report. This item was passed in the Consent Agenda.
5. Consider Acceptance of U.S. Department of Education TRIO Upward Bound Grant Award No Cost Extension for Budget Period 2024-2025: The Board unanimously approved the U.S. Department of Education TRIO Upward Bound Grant Award No Cost Extension for budget period 2024-2025. This item was passed in the Consent Agenda.

6. Consider Approval of HVAC Service and Repair Annual Contracts: The Board unanimously approved the HVAC Service and Repair Annual Contracts. This item was passed in the Consent Agenda.
  7. Consider Appointment of Voting Delegate and Alternative for the 225 Association of Community College Trustees (ACCT) Leadership Congress: Mr. Hughes moved to appoint Mr. Lewis as the voting delegate and Ms. Longoria as the alternate; Ms. Sunseri seconded. The motion passed unanimously.
  8. Consider Acceptance of Faculty Resignation: The Board unanimously accepted the faculty resignation of Christina Johnson. This item was passed in the Consent Agenda.
- X. Adjournment to Closed/Executive Session in Room M-202: The Board of Regents, as authorized by the Open Meetings Act, Texas Government Code, Chapter 551, reserves the right to enter into a closed/executive session under the following provision of the Act: **Section 551.074 – Personnel Matters:** To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

The Board adjourned to Closed/Executive Session at 5:58 p.m.

#### **XI. Reconvene Regular Meeting (Open Meeting) in Room M-220**

The Board reconvened the Regular Meeting at 6:14 p.m.

#### **XII. Action Items: *(Continued)***

9. Consider Acceptance of President's Letter of Retirement Effective August 2026: Mr. Addison moved to accept the President's Letter of Retirement Effective August 2026; Mr. Hughes seconded. The motion passed unanimously.
10. Consider and Give Direction on Process to Select the Next College President: Mr. Hughes moved to authorize staff to solicit proposals for a search consultant to help with the selection of the next college president; Mr. Cantini seconded. The motion passed unanimously.

#### **X. SPECIAL REPORTS AND COMMENTS:**

1. Student Representative: Ms. Mariana Hernandez Lima presented this item to the Board. The following updates were shared:
  - SGA held an orientation on July 9<sup>th</sup> where they welcomed students, told them about SGA and invited them to attend future events.
  - A team bonding activity was held at Clay Cup Studios on August 16<sup>th</sup>.
  - Welcome Week was held August 18<sup>th</sup>-19<sup>th</sup>. There was breakfast and afternoon snacks.

- An ice cream social was held on September 10<sup>th</sup> in conjunction with a Clubs & Organizations Fair.
  - Upcoming events include Constitution Day and Movie on the Lawn.
  - Ms. Lydia Ybarra, SGA Secretary was introduced.
2. Faculty Representative: Dr. Creswell presented on the Environmental Science Costa Rica study abroad program. The goal of the course is for students to gain general knowledge about environmental science and apply that information and skills to their lives and academic pathways. The course is designed to increase student inquiry within STEM and give them an opportunity to use scientific tools and methods to answer questions. Most important is that students increase their confidence in learning, but help them develop problem solving, communication, and critical thinking skills. This course has been offered every two years at the College and is funded by the National Science Foundation. Dr. Creswell and Dr. Sanchez were able to take 10 students in May 2025.
3. President: Dr. Shelton reported that the preliminary enrollment head count is 2,624 students, the largest preliminary head count in the history of the college. It is a nine percent enrollment increase over last fall. He commended all the admissions, financial aid, educational services, student services are all to be commended for this, and for their hard work. Dr. Shelton gave the following updates.
- Legislative update:
- There were no bills passed in the special session that affect community colleges
  - We have a concern that a federal government shutdown could happen on October 1<sup>st</sup>. The Title IV funding should all be flowing and should not be a problem during our registration period.
  - Next week there is a SACSCOC site visit to look at the Dickinson High School Dual Credit program. The College offers an LMRT dual credit program at Dickinson High School.
- Facilities Update:
- The gym roof is almost finished
  - The physical plant is also almost complete
  - Demo has taken place on lots on Avenue R, and new student housing is anticipated to be finished by next fall.
4. Regents: There were no Regent reports.
5. Chairperson: Ms. Flowers thanked the faculty and staff for their time and effort. She added that the Board thinks so highly of Dr. Shelton and the Board will move forward together.

**XI. ADJOURNMENT:** There being no further business to come before the Board, the Regular Meeting adjourned at 6:31 p.m.

APPROVED AS CORRECT:

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Michael B. Hughes, Secretary

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Karen F. Flowers, Chairperson

Consideration of Consent Agenda

The consent agenda format is an organization process for meetings that allows the governing board to focus its time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support efficiency and effectiveness of the meeting.

A roll call of individual action items will determine the consent agenda. If a Regent has a question or plans to cast a negative vote regarding a specific recommendation, then the Regent(s) need to acknowledge their intention to the Chairperson by show of hand during the roll call. This action item will be considered in the regular order of business as an individual action item.

Those action items that the Regents plan to approve without further question or discussion will be placed on the consent agenda during roll call of individual action items. Upon the creation of the consent agenda, a motion, a second to the motion, and unanimous approval of the Board of Regents is needed to approve the action items. Upon approval of the consent agenda, the Board of Regents will proceed with the remainder of the agenda.

Tally of  
Action Items:

|                                                                                                                                                            | <u>Consent<br/>Agenda</u> | <u>President<br/>Recommended<br/>Separate Action</u> | <u>Board<br/>Separate<br/>Action</u> | <u>Page<br/>#</u> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|------------------------------------------------------|--------------------------------------|-------------------|
| #1 - Consider Facilities Committee<br>Recommendation Regarding Bids for<br>Construction Manager at Risk (CMAR) for<br>Student Housing Construction Project |                           | ✓                                                    |                                      | 58                |
| #2 – Consider Facilities Committee<br>Recommendation Regarding the HSEC                                                                                    |                           | ✓                                                    |                                      | 59                |
| #3 – Consider Facilities Committee<br>Recommendation Regarding Purchase of Real<br>Property                                                                |                           | ✓                                                    |                                      | 60                |
| #4 – Consider Acceptance of Fiscal Year 2024-25<br>Fourth Quarter Investment Report                                                                        | ✓                         |                                                      |                                      | 61                |
| #5 – Consider Acceptance of U.S. Department of<br>Education TRIO Upward Bound Grant Award No<br>Cost Extension for Budget Period 2024-2025                 | ✓                         |                                                      |                                      | 65                |
| #6 – Consider Approval of HVAC Service and Repair<br>Annual Contracts                                                                                      | ✓                         |                                                      |                                      | 68                |
| #7 – Consider Appointment of Voting Delegate and<br>Alternative for the 2025 Association of Community<br>College Trustees (ACCT) Leadership Congress       |                           | ✓                                                    |                                      | 69                |
| #8 – Consider Acceptance of Faculty Resignation                                                                                                            | ✓                         |                                                      |                                      | 70                |
| #9 – Consider Acceptance of President’s Letter of<br>Retirement Effective August 2026                                                                      |                           | ✓                                                    |                                      | 71                |
| #10 – Consider and Give Direction on Process to Select<br>the Next College President                                                                       |                           | ✓                                                    |                                      | 74                |