LEE COLLEGE

MEETING OF THE BOARD OF REGENTS
LEE COLLEGE DISTRICT
BOARD MEETING
July 23, 2026

The Board of Regents of the Lee College District met on July 23, 2026, at 5:00 p.m. at John B. Tucker Hall. 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; Weston Cotten; Daryl Fontenot; Mark Hall; Judy Jirrels; Heron Thomas

Jacob Atkin, President

ABSENT: None

INVOCATION AND PLEDGE TO THE FLAG

Regent Mark Hall said the Invocation and led the Pledge to United States Flag and Texas Flag. Also, Regent Hall announced that both himself and President Atkin will perform in the Baytown Little Theater production of the musical, "1776," and he encouraged attendance.

SPOTLIGHT – Houston Livestock Show & Rodeo Scholarships

Leslie Gallagher, Interim Executive Director of Lee College Foundation and Chief Advancement Officer, introduced Kerri Hurlbut, Director of Foundation Board Relations and Operations.

Houston Livestock Show & Rodeo has provided scholarship support annually since 2015, and recently gave $51,800 for 10 scholarships for associate degree nursing students, Ms. Hurlbut said. HLSR donations since 2015 total $385,900, benefiting students in welding, pipefitting, machinist, process technology, instrumentation, and electrical technology, in addition to nursing, she said.

Ms. Hurlbut introduced Fall 2025 scholarship recipient Angel Guajardo, a nursing student who expects to graduate with an associate degree in May 2027, and then to work as a registered nurse while continuing her studies to pursue a bachelor's degree in nursing.

Thanking Houston Livestock Show & Rodeo and the Lee College Foundation for opportunities created for students such as herself, Ms. Guajardo said the scholarship allows her to focus on learning, instead of worrying about how to pay for it. She thanked HLSR and the Foundation for believing in a student's potential long before the student has fulfilled it, or even envisioned it.

Noting she previously worked with Ms. Hurlbut, Regent Warford complimented and thanked her.

47.26 DISPOSITION OF MINUTES

Regent Cotten made a motion, seconded by Regent Jirrels, that the Board approve the minutes for Policy Committee Meeting, June 4, 2026; Workshop Meeting - Facilities Master Plan, June 8, 2026; Budget Workshop Meeting; June 18, 2026; and Board Meeting, June 18, 2026.

The motion passed with no dissenting votes.

REPORT OF THE CHAIRMAN

None.

COMMITTEE REPORTS

- Building Committee – Committee Chair Daryl Fontenot reported that Pfluger Architects presented an update yesterday on the Facilities Master Plan. There are no action items from the committee on the meeting agenda tonight, he said.
- Policy Committee – Committee Chair Mark Hall said the committee covered a variety of items Monday. Review of policies from TASB Update 50 is almost complete, he said. A new policy is being presented for receiving and processing complaints from the public about board members, he noted. Policies reviewed will be considered during the meeting tonight.
- Audit & Investment Committee – Committee Chair Judy Jirrels said the committee did not meet in July. The quarterly investment report was sent electronically to all Regents.

<u>Building and Facilities</u> – Serving on the Building Committee are Daryl Fontenot, Chair; Mark Himsel and Pam Warford
<u>Policy Committee</u> – Serving on the Policy Committee are Mark Hall, Chair; Weston Cotten and Heron Thomas
<u>Audit and Investment Committee</u> – Serving on the Audit and Investment Committee are Judy Jirrels, Chair; Gina Guillory, and Mark Himsel

REPORT OF THE PRESIDENT

- **New Internal Auditor –** Mr. Atkin introduced Elena Martinez, who began working this month as Internal Auditor.
- **Facilities Master Plan –** Sometime after the Ideation phase is complete in mid-August, Pfluger Architects will present an update to the entire Board, Mr. Atkin said.
- **Workday ERP Progress** – Implementation is in Week 26 of 67, Mr. Atkin said, with the project still in green status. Finance and HR data is being transferred into Workday, and testing is taking place with stakeholders across campus, he said. The project remains very time-intensive and demanding, he said, complimenting staff for their work.
- **College Presidents Meeting, Item #1 –** The message to communicate to state legislators should not focus on current adjustments to state appropriations, Mr. Atkin said. Instead it should be that the new model is producing results as intended, increasing performance across Texas, and that continued funding shortfalls that may risk loss of the performance-based model must be avoided, he said. It is possible that a supplemental state funding request may be proposed and approved during the upcoming session of the Texas Legislature, he said.
- **College Presidents Meeting, Item #2 –** There are concerns that the state may change the way ad valorem taxes are managed by community colleges, Mr. Atkin said. He encouraged Regents, as the opportunity arises, to ask state legislators to protect the ability of community colleges to steward ad valorem taxes.

INFORMATIONAL REPORTS

Resignations and Retirements – Jacob Atkin, Interim President

Judy Baker, Faculty, Business - Huntsville Center – Retirement
John Ditto, Executive Director, Facilities – Retirement

Jodi Gomez, Recruitment & Outreach Specialist – Resignation
Luis Hernandez, Manager, Network & Telecom Operations – Resignation
Jasmine James, Transfer Advisor - Resignation
Cynthia Martinez, Service Coordinator, Liberty Center – Resignation
David Rosen, Faculty, Biology – Retirement

Financial Report – Renea Woodruff, Controller

Reporting financial results through June 30, Ms. Woodruff said cash and investments total $86 million. Year-to-date revenues of $87.5 million represent 100.9% of budget; year-to-date expenses of $66.8 million represent 77.1% of budget, she said. A year-end operating surplus of $4.1 million is predicted, based on revenues coming in $2.4 million over budget and expenses finishing at $1.6 million under budget, she said. However, she cautioned that the surplus figure may change slightly, when fiscal year-end adjustments and accruals are recorded.

Ms. Woodruff reported that $1.5 million remains under facility projects for ADA Phase 2, and that $6.8 million remains for capital projects. She concluded by summarizing restricted funds activity.

Chairman Santana expressed a reminder that, over roughly the last eight years, the college has put about $40 million of improvements into facilities without a bond issue.

Regent Hall asked if calculation of college reserves includes the valuation of property held by the college. Mr. Atkin said it does not, because the property is not a liquid asset. Chairman Santana said the Board and the institution have done a great job in establishing a strong financial position.

PUBLIC COMMENT

David Isaac commented about references made earlier in the meeting to the musical, “1776,” and discussed the naming rights for the Lee College basketball court.

ITEMS OF ACTION

A. PERSONNEL

48.26 CONSENT Agenda – Consideration of New Hires

The Administration recommends that the Board approve the new hires as presented:
Ms. Anke Arizmendi, Faculty, English & Humanities
Mr. Victor Seaborn, Manager, Technical Support Services

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

The motion passed with no dissenting votes.

49.26 Consideration of Lee College Employee Contracts Fiscal Year 2026-2027

The Administration recommends that the Board approve contracts for the academic year 2026 - 2027 for employees listed.

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

The motion passed with no dissenting votes.

B. NEW BUSINESS

50.26 Consideration of Adoption of Board Policy Revisions for Local Policies

The Administration and Board Policy Committee recommend that the Board approve and adopt the revisions to Local Board Policies as presented and recommended by Texas Association of School Boards (TASB) Update 50, and one other policy.

Regent Hall made a motion, seconded by Regent Cotten, that the Board approve the recommendation.

The motion passed with no dissenting votes.

51.26 Consideration of Purchase of D2L-H5P Premium, Enterprise Software

The Administration recommends that the Board authorize the President or his designee to negotiate final terms and approve purchase of a three-year contract for software license and implementation of D2L-H5P Premium, Enterprise, an interactive software that promotes interaction and student engagement in the learning management system and in the classroom, from D2L for $103,634.90.

Regent Guillory made a motion, seconded by Regent Jirrels, that the Board approve the recommendation. Chairman Santana clarified that this proposal involves a three-year agreement.

The motion passed with no dissenting votes.

EXECUTIVE SESSION

The Board of Regents closed the Open Session at 5:40 p.m. and convened into Executive Session at 5:42 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 6:51 p.m. and reconvened into Open Session at 6:52 p.m.
(Regent Hall left the meeting when Executive Session ended, and was not present when Open Session reconvened.)

MATTERS OF CONCERN FOR FUTURE AGENDAS

Regent Himsel requested that advice from legal counsel be obtained to clarify guidelines for the Public Comment portion of the board meeting. Brief discussion ensued. Chairman Santana indicated he would refer the matter to the Policy Committee.

ADJOURNMENT

Chairman Santana declared the meeting adjourned at 6:55 p.m.

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Chairman, Board of Regents Secretary, Board of Regents