

**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
August 13, 2025
5:30 p.m.**

At the Regular Meeting of the Galveston Community College District Board of Regents, duly held on Wednesday, August 13, 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 (attended virtually, due to technical difficulties he left the meeting at 5:47 p.m.)
Dr. Norman Hoffman
Mr. Raymond Lewis, Jr.
Ms. Mary R. Longoria
Ms. Carolyn L. Sunseri

Faculty and staff present included Dr. W. Myles Shelton, President, Dr. Carmen Allen, Ms. Veronica Atterberry, Mr. Tyree Bearden, Ms. Karen Bell, Ms. Cassie Benson, Dr. Conrad Breitbach, Ms. Tenora Charles, Mr. Ed Chrnko, Mr. Ron Crumedy, Ms. Shelby Downes, Mr. Jeff Engbrock, Mr. Daniel Fink, Ms. Tamela Hall, Ms. Angie Hoermann, Ms. Vicki Jernigan, Ms. Liz Lacy, Ms. Breanne Lorefice, Ms. Hong Mai, Dr. Cissy Matthews, Mr. Scott Miles, Dr. Van Patterson, Ms. Rene Sanders, Ms. Elvia Segura, Ms. Ann Silvas, Ms. Maddie Strawn, and Ms. Courtney Unkefer.

- I. CALL TO ORDER REGULAR MEETING:** Chair Flowers opened the Regular Meeting at 5:31 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. Lewis 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 August 7, 2025.
- IV. RECOGNITION OF GUESTS:** Ms. Corlie Jackson, Ms. Aleisha Miles, and Mr. Jeff Martello were in attendance.

V. CONSIDER APPROVAL OF MINUTES FROM THE REGULAR MEETING OF JUNE 11, 2025 AND THE BOARD RETREAT AND BUDGET WORKSHOP OF JUNE 17, 2025: A reading of the minutes was waived. Mr. Raschke moved to approve the minutes as published; Ms. Longoria seconded. The motion passed unanimously.

VI. CITIZENS DESIRING TO APPEAR BEFORE THE BOARD ON AGENDA AND NON-AGENDA ITEMS: Ms. Corlie Jackson, President of the League of Women Voters, addressed the Board. She stated that the League is working on civic information and resources to share with the College. They would like to work with students on voter registration, and civic information and do workshops with dual credit students in economics and governments. The league has many resources that can be used, including seminars on voting. They also work with student governments, host mock elections, and participate in civic holidays like National Voter Registration Day, and National Voter Education Week. They would also like to work with the teachers.

VII. INFORMATIVE REPORTS:

1. Student Success Story: Dr. Shelton introduced this agenda item and Dr. Carmen Allen, who presented on Course Evaluations. The purpose of course evaluations is to measure students' perspectives of learning experiences with an eye towards improving teaching and learning. There are 6 factors that are tracked, and they include Course Organization and Planning, Clarity/Communication, Teacher – Student Interaction, Course Difficulty/Workload, Grading/Examinations, and Student Self-Evaluation. The overall rating in each category was on average just below 4.5. The response rate for the spring semester was 34.2 percent, which was an increase over previous years. Future plans to keep the response rate increasing will include goal setting, collaboration, text analysis, and disaggregation and analyzing of data. Takeaways include, course evaluations measure students' perspectives of learning experiences, the overall ratings are good/excellent and have been on an upward trend, and Future plans are to make data more actionable through response rates, text analysis, and disaggregation.
2. Monthly Financial Reports –June and July: Mr. M. Jeff Engbrock, Comptroller/CFO, presented the financial report for the month of July. With 92 percent of the year completed, income generated was \$31,622,655 or 104.3 percent of the fiscal year 2024-25 revenue budget compared to 102 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 \$6,229,744 or 115.9 percent of the budget compared to 101.7 percent last year. Local taxes are \$18,649,588 or 101.3 percent of the budget compared to 101.4 percent last year. Local Revenue is \$1,560,960 or 112.9 percent of the budget, compared to 118.1 percent last year. He reported that total expenses are \$24,939,697, or 82.2 percent of the expenditure budget, compared to 80 percent last year. Mr. Engbrock gave a brief overview of Funds 71 and 72.

Brief discussion was had on surplus in the revenue budget, and the expenses that have yet to be accounted for. Dr. Shelton shared that it is expected that there will be a net good to the budget, but the August expenses, the gym roof and the housing demolition projects are still ongoing, and not reflected in the actual expenses yet.

VIII. CONSENT AGENDA: Ms. Flowers proceeded with the Consent Agenda. Mr. Lewis moved to approve the Consent Agenda and Action Item No. 7, 8, 9, 10, 11, 12, 13, 14, and 17; 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 Release of Partial Payment of Retainage to S&P for the Health Sciences Education Center (HSEC) 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 regarding the release of a partial payment of retainage to S&P for the Health Sciences Education Center (HSEC). The Committee moved to table this item. There was no action taken on this item.
2. 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.
3. Consider Facilities Committee Recommendation Regarding Approval of Bid to Demo and Remove Structures Located at 3802 & 3806 Avenue R: 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 a bid for the demolition and removal of two houses, 3802 & 3806 Avenue R.

It was the Committee's recommendation, and Mr. Hughes moved to approve the bid from JTB Services, Inc. in the amount of \$35,768.00; Mr. Raschke seconded. The motion passed unanimously.

4. Consider Policies Committee Recommendation Regarding the Adoption of Proposed Revisions to Local Board Policies and Regulations, Section B – Local Governance: Ms. Carolyn Sunseri, Policies Committee Chair, presented this item to the Board. The Board Policies Committee met prior to this Regular Board Meeting to review and discuss proposed revisions to local Board policies and regulations in: Section B- Local Governance. Dr. Shelton informed the committee

that the proposed revisions were due to changes in state statutes passed in the last legislative session.

It was the Committee's recommendation, and Ms. Sunseri moved to adopt the proposed local policy and regulation revisions in Section B as presented to the Committee; Mr. Hughes seconded. The motion passed unanimously.

5. Consider Committee of the Whole Recommendation Regarding Approval of Proposal for Police Services: Ms. Karen Flowers, Board Chair, presented this item to the Board. The Committee of the Whole met prior to this meeting to consider a recommendation to the Board regarding a proposal for Police Services.

It was the Committee's recommendation, and Ms. Flowers moved to allow the President to negotiate a contract with the GISD Police Department and bring a contract back to the Board for approval; Mr. Raschke seconded. The motion passed unanimously.

6. Consider Committee of the Whole Recommendation Regarding Approval of Proposal from OPS Inc. Security Services: Ms. Karen Flowers, Board Chair, presented this item to the Board. The Committee of the Whole met prior to this meeting to consider a recommendation to the Board regarding a proposal from OPS Inc. Security Services to provide temporary security services to the College, until a contract can be negotiated and implemented with GISD.

It was the Committee's recommendation, and Ms. Flowers moved to allow the President to negotiate a services, as needed, contract with OPS Inc. Security Service, and to sign all documents; Ms. Sunseri seconded. The motion passed unanimously.

7. Consider Acceptance of Funds in support of the 2026 Women In Industry Conference: The Board unanimously approved the acceptance of funds in support of the 2026 Women in Industry Conference. This item was passed in the Consent Agenda.
8. Consider Approval of Proposal to Contract with Elsevier to Offer Educational Resources to Nursing Students: The Board unanimously approved the proposal to contract with Elsevier to Offer Educational Resources to Nursing Students. This item was passed in the Consent Agenda.
9. Consider Approval of Continuing Education Occupational Skills Award (OSA) Certificates in Biotechnology and CompTIA A+ and Network + : The Board unanimously approved the Continuing Education Occupational Skills Award (OSA) Certificates in Biotechnology and CompTIA A+ and Network+. This item was passed in the Consent Agenda.

10. Consider Ratifying Acceptance of U.S. Department of Education TRIO – Student Support Services Grant Award – Building Bridges to Success for Project Year 2025-26 : The Board unanimously ratified acceptance of the U.S. Department of Education TRIO – Student Support Services Grant Award – Building Bridges to Success for Project Year 2025-26. This item was passed in the Consent Agenda.
11. Consider Ratifying Acceptance of Greater Texas Foundation Grant for Emergency Aid and Technical Assistance for Texas Community Colleges: Continued Support for Cohort 1: The Board unanimously ratified acceptance of the Greater Texas Foundation Grant for Emergency Aid and Technical Assistance for Texas Community Colleges. This item was passed in the Consent Agenda.
12. Consider Ratifying Acceptance of US Department of Agriculture Grant Titled Rapid Detection of Incursions of SARS-CoV-2 and Novel Coronaviruses on Texas Meat and Dairy Farms: The Board unanimously ratified acceptance of the US Department of Agriculture Grant Titled Rapid Detection of Incursions of SARS-CoV-2 and Novel Coronaviruses on Texas Meat and Dairy Farms. This item was passed in the Consent Agenda.
13. Consider Approval of Payment to Renew Unemployment Coverage Through Texas Association of School Boards (TASB) Risk Management Fund: The Board unanimously approved the payment to renew Unemployment Coverage through TASB Risk Management Fund. This item was passed in the Consent Agenda.
14. Consider Approval of Payment to Renew Workers’ Compensation Coverage Through Texas Association of School Boards (TASB) Risk Management Fund: The Board unanimously approved the payment to renew Workers’ Compensation Coverage through TASB Risk Management Fund. This item was passed in the Consent Agenda.
15. Consider Approval of Proposed Salary Schedules, Part-time Classification and Compensation Schedule, Adjunct and Overload Pay, and Program Coordinator/ Director and Division Director Stipends to be Effective September 1, 2025: Dr. Shelton presented this item to the Board. These are the schedules that were reviewed at the retreat in June and are based on the recommendations of the salary market study from Evergreen. There were 26 positions that were reclassified, overloads and adjunct salaries were increased, part time salary schedules were increased, compensation for division directors, program coordinators and program directors were increased, and market stipends in high demand fields were presented.

Dr. Shelton recommended the schedule to the Board as presented in the Board Book.

Mr. Hughes moved to approve the proposed Salary Schedules, Part-time Classification and Compensation Schedule, Adjunct and Overload Pay, and

Program Coordinator/Director and Division Director Stipends to be effective September 1, 2025: Ms. Longoria seconded.

16. Consider Approval of Fiscal Year 2025-26 Regular Board Meeting Dates: Dr. Shelton presented this item to the Board. There is a conflict with the October date, and Ms. Flowers proposed that the October meeting be moved to October 15th.

Mr. Hughes moved to approve the Fiscal Year 2025-26 Regular Board Meeting Dates except for the October 8th date, and that it be changed to October 15, 2025; Ms. Longoria seconded. The motion passed unanimously.

17. Consider Ratifying Acceptance of Full-time Instructors: The Board unanimously ratified the acceptance of the Full-time Instructors. This item was passed in the Consent Agenda.

X. SPECIAL REPORTS AND COMMENTS:

1. Student Representative: There was no student report.
2. Faculty Representative: Mr. Tyree Bearden, Faculty Senate President, stated that they have been busy with the legislative session. He is looking forward to the fall semester. He introduced four new faculty to the Board, Ms. Tenora Charles, ADN Nursing Faculty, Ms. Cassie Benson, Program Director for Culinary, Mr. Scott Miles, EMS Program Director, and Ms. Rene Sanders, BSN Nursing Faculty.
3. President: Dr. Shelton reported that this is the end of the summer session, General Assembly was on Monday, and we are in the middle of registration. As of this afternoon we had 2,145 students enrolled. This is the first iteration of our 8 week classes, so we are watching the numbers to make sure that we are comparing apples to apples. The trend line is fairly in-line with last year's registration numbers. First day of classes is next Monday. Other updates included:
 - The Texas Legislature is in special session. There are a few bills that we are watching in the Senate. It is anticipated that there will be another special session.
 - SB 9 will redefine how we calculate tax rates across the state.
 - SB 12 that has to do with tax payer funded lobbyists and was passed in the Senate and sent to the House during the Special Session.
 - HB 1522 changes how we post for open meetings. Current law requires posting 72 hours in advance of the meeting. The new bill requires that from the time of post to the time of meeting, there must be 3 business days in between. Instead of posting on Fridays, we will post our meetings on Thursdays. That has passed and will be effective September 1, 2025.

Facilities Updates Included:

- The Board passed the demolition of the two properties on Avenue R, so we will move forward with contracts to develop new student housing
- The Gym roof should be completed by the end of the month.
- The seals on the windows in the HSEC are broken, we are working through that and it will be a multi-month process.

Dr. Shelton thanked the board for adopting the pay schedules and making sure our faculty and staff are fairly compensated. He added that the Board approved \$474,00 in grants coming to the college to help our students this year.

Dr. Shelton has submitted his Retirement and that will be on September agenda for Board acceptance and to discuss how to start the selection process.

Some discussion was had on the number of dual credit students. There are currently 557 students enrolled. They still have this week to sign up.

4. Regents: There were no Regent reports.
5. Chairperson: Ms. Flowers thanked the faculty and staff. She thanked the Board for being prepared and being at all the meetings tonight.

XI. ADJOURNMENT: There being no further business to come before the Board, the Regular Meeting adjourned at 6:15 p.m.

APPROVED AS CORRECT:

Michael B. Hughes, Secretary

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 Agenda</u>	<u>President Recommended Separate Action</u>	<u>Board Separate Action</u>	<u>Page #</u>
#1 - Consider Facilities Committee Recommendation Regarding Release of Partial Payment of Retainage to S&P for the Health Sciences Education Center (HSEC) Project		✓		76
#2 – Consider Facilities Committee Recommendation Regarding Purchase of Real Property		✓		77
#3 – 3. Consider Facilities Committee Recommendation Regarding Approval of Bid to Demo and Remove Structures Located at 3802 & 3806 Avenue R		✓		78
#4 – Consider Policies Committee Recommendation Regarding the Adoption of Proposed Revisions to Local Board Policies and Regulations		✓		79
#5 – Consider Committee of the Whole Recommendation Regarding Approval of Proposal for Police Services		✓		81
#6 – Consider Committee of the Whole Recommendation Regarding Approval of Proposal from OPS Inc. Security Services		✓		82
#7 – Consider Acceptance of Funds in Support of the 2026 Women In Industry Conference	✓			89
#8 – Consider Approval of Proposal to Contract with Elsevier to Offer Educational Resources to Nursing Students	✓			91
#9 – Consider Approval of Continuing Education Occupational Skills Award (OSA) Certificates in Biotechnology and CompTIA A+ and Network +	✓			92

#10 – Consider Ratifying Acceptance of U.S. Department of Education TRIO – Student Support Services Grant Award – Building Bridges to Success for Project Year 2025-26	✓			93
#11 –Consider Ratifying Acceptance of Greater Texas Foundation Grant for Emergency Aid and Technical Assistance for Texas Community Colleges: Continued Support for Cohort 1	✓			99
#12 –Consider Ratifying Acceptance of US Department of Agriculture Grant Titled Rapid Detection of Incursions of SARS-CoV-2 and Novel Coronaviruses on Texas Meat and Dairy Farms	✓			115
#13 -Consider Approval of Payment to Renew Unemployment Coverage Through Texas Association of School Boards (TASB) Risk Management Fund	✓			117
#14 -Consider Approval of Payment to Renew Workers’ Compensation Coverage Through Texas Association of School Boards (TASB) Risk Management Fund	✓			123
#15 -Consider Approval of Proposed Salary Schedules, Part-time Classification and Compensation Schedule, Adjunct and Overload Pay, and Program Coordinator/ Director and Division Director Stipends to be Effective September 1, 2025		✓		127
#16 - Consider Approval of Fiscal Year 2025-26 Regular Board Meeting Dates		✓		132
#17 -Consider Ratifying Acceptance of Full-time Instructors	✓			133