

**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  
March 19, 2025  
5:30 p.m.**

At the Regular Meeting of the Galveston Community College District Board of Regents, duly held on Wednesday, March 19, 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.  
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, Mr. Ed Chrnko, Mr. Ron Crumedy, Ms. Shelly Downes, Mr. Jeff Engbrock, Ms. Angie Hoermann, Ms. Breanne Lorefice, Ms. Hong Mai, Dr. Cissy Matthews, Mr. Paul Mendoza, Dr. Van Patterson, Ms. Elvia Segura, and Dr. Mary Anna Thomas.

- 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:** Ms. 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 March 7, 2025.
- IV. RECOGNITION OF GUESTS:** There were no guests in attendance.
- V. CONSIDER APPROVAL OF MINUTES FROM THE REGULAR MEETING OF FEBRUARY 19, 2025, THE COMMITTEE OF THE WHOLE WORKSHOP OF**

**FEBRUARY 19, 2025, AND THE SPECIAL MEETING OF FEBRUARY 26, 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. Allen who presented on Student Satisfaction and Priorities. The Ruffalo Noel Levitz Student Satisfaction Inventory was sent to students in fall of 2024. The inventory has 12 different scales that measure student satisfaction. Galveston College exceeded the benchmarks in all categories. Individual items are also analyzed and Galveston College showed improvement in 4 categories: This school does whatever it can to help me reach my educational goals, my academic advisor helps me set goals to work towards, financial aid counselors are helpful, and the amount of student parking space on campus is adequate. Student Satisfaction is summarized in 3 categories: Experience exceeded expectations, satisfaction with experience, and would do it again. Galveston College exceeded its national peers in all three categories. Takeaways include that perception is reality, our students are generally more satisfied with their experience than are others nationwide, and we need to celebrate our successes.
2. Monthly Financial Reports –February: Mr. M. Jeff Engbrock, Comptroller/CFO, presented the financial report for the month of February. With 50 percent of the year completed, income generated was \$26,218,014 or 86.4 percent of the fiscal year 2024-25 revenue budget compared to 85.6 percent this time last year. State funds for October are \$3,898,145, or 75.7 percent of the budget, based on the change in how state funds are now distributed. Tuition and fees were \$5,010,978 or 93.2 percent of the budget compared to 82.4 percent last year. Local taxes are \$16,433,151 or 89.2 percent of the budget compared to 91.4 percent last year. Local Revenue is \$875,741 or 63.3 percent of the budget, compared to 59.4 percent last year. He reported that total expenses are \$13,031,467, or 43 percent of the expenditure budget, compared to 43.5 percent last year. Mr. Engbrock gave a brief overview of Funds 71 and 72.

**VIII. CONSENT AGENDA:** Ms. Flowers proceeded with the Consent Agenda. Mr. Lewis moved to approve the Consent Agenda and Action Item No. 1, 5, 6, and 8; Ms. Longoria seconded. The motion passed unanimously. A copy of the Consent Agenda is attached as **Exhibit A**.

**IX. ACTION ITEMS:**

1. Consider Acceptance of Fiscal Year 2024-2025 Second Quarter Investment Report: The Board unanimously accepted the Fiscal Year 2024-2025 Second Quarter Investment Report. This item was passed in the Consent Agenda.
2. Review and Consider Board Policy CAK Local (Appropriations and Revenue Sources: Investments) and Resolution: Dr. Shelton presented this item to the Board. We review this policy annually, and confirm that with the adoption of a resolution. There were some housekeeping changes to clean up some misstated citations. Staff would recommend approval to the Board.

Mr. Raschke moved to approve Board Policy CAK Local (Appropriations and Revenue Sources: Investments) and the Resolution; Mr. Hughes seconded. The motion passed unanimously.

3. Consider Approval of Investment Firms: Dr. Shelton presented this item to the Board. These are the pools that we invest in, and they are consistent with the Public Fund's Investment Act. Staff would recommend these for adoption.

Ms. Sunseri moved to approve the investment firms; Ms. Longoria seconded. The motion passed unanimously.

4. Consider Acceptance of Audit Services Engagement Letter from Carr, Riggs & Ingram, LLC: Dr. Shelton presented this item to the Board. CRI has proposed an audit fee of \$68,500. This is 5 percent higher than last year. The \$10,000 additional program fee has only been paid once, when we accepted the HERF money. The last time that the College went out to bid for audit services was 2018. There is no time requirement for changing auditors or going out to bid. After consultation with the Board Officers this year, it was decided that the College will stay with CRI this year and plan to go out to bid next year.

Mr. Lewis moved to accept the Audit Services Engagement Letter from Carr, Riggs & Ingram, LLC; Mr. Addison seconded. The motion passed unanimously.

5. Consider Approval of Proposal to Purchase Hardware and Installation Services for Independent Controls in the Multi-function Rooms (HS-242 & HS-244) in the Health Sciences Education Center (HSEC): The Board unanimously approved the proposal to purchase hardware and installation services for the independent controls in the multi-function rooms (HS-242 & HS-244 in the Health Sciences Education Center (HSEC). This item was passed in the Consent Agenda.
6. Consider Approval of Proposal to Purchase Instructional Equipment for the Continuing Education Pipefitting Program from the TRUE Grant: The Board unanimously approved the proposal to purchase instructional equipment for the Continuing Education Pipefitting Program from the TRUE Grant. This item was passed in the Consent Agenda.

7. Consider Approval of Course Fees for Academic Year 2025-26, Effective April 1, 2025: Dr. Matthews presented this item to the Board. The Board was provided a spreadsheet of the recommended fee changes. Dr. Matthews gave an overview of the fee changes. Some discussion was had on what causes changes to fees. Dr. Matthews clarified that they are pass through fees. The College does not collect any profit for them. Further discussion was had on the nursing fees which are changing due to a change to a different company that will be providing the instructional materials.

Ms. Sunseri moved to approve the Course Fee for Academic Year 2025-26, effective April 1, 2025; Dr. Hoffman seconded. The motion passed unanimously.

8. Consider Ratifying Appointment of Full-time Instructor: The Board unanimously ratified the appointment of Tenora Charles, Nursing Instructor. This item was passed in the Consent Agenda.

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

1. Student Representative: Ms. Alicia Fletcher, SGA President, presented the SGA report. SGA updates included:
  - February 26th SGA helped with the Savor the Flavor event.
  - March 5<sup>th</sup> was Island Fest-lots of students attended. SGA helped to run the check-in table.
  - March 7<sup>th</sup> SGA attended the Texas Junior College Spring Region 5 Conference.
  - March 25<sup>th</sup> SGA will host E-sports Call of Duty
  - March 26<sup>th</sup> SGA will host Wheels 101 in partnership with BBS. University Credit Union is sponsoring the event. It will be held in M-220 and will focus on how to purchase a vehicle.
  - In April SGA is planning an Empowerment Event.
2. Faculty Representative: Mr. Tyree Bearden, Faculty Senate President, shared that James Love, Welding Instructor, took students to the Houston Rodeo where they won four different awards:
  1. BEST OF SHOW / Project Execution: Reserve Grand Champion
  2. Project Execution: 1<sup>st</sup> place
  3. Safety: 3<sup>rd</sup> Place
  4. Built to Specification: 3<sup>rd</sup> place

This was his first time being invited to and participating in the contest, so winning these awards in a field of so many groups across the state is a HUGE deal.

Mr. Bearden also introduced Ms. Shelly Downes who presented on building Chat GPT Bots. Ms. Downes created a tutor bot and demonstrated what it can do. The tutor is programmed so that it can only respond with information from the Stanford Encyclopedia of Philosophy, and will explain answers using pop culture references. She gave a brief demonstration on how the tutor bot works. The goal is to have students use Chat GPT in a moral way.

Some discussion was had on what faculty does to detect if AI is being used by students to write papers. Ms. Downes shared that the college does use a program, and that the teachers are also reading the papers and looking for clues, such as certain vocabulary that seems out of character. They are also going back to more in class writing.

2. President: Dr. Shelton reported that the Dates to Remember sheet is in the Board folders.

- April 1: Women in Industry conference
- April 23: Theater Department is presenting School House Rock
- April 8: President's Reception
- May 9: Employee Awards Reception
- May 13: Graduation at 6 p.m. and Nursing Pinning at 1 p.m.
- June 24: Tentative date for Board Budget Workshop and Retreat

Other updates included:

- The welding students did great at the Houston Rodeo.
- Baseball and Softball teams are doing great. Baseball is sitting 3<sup>rd</sup> in our region, and the softball team is sitting first in our region
- The salary study is in progress and we hope to give you some preliminary information in the coming weeks.
- The Legislature has lots happening. The appropriations bill and supplemental appropriations bill have been filed and the necessary budget is included in the base bill.
- There are 2 bills, one in the house and one in the senate, that are the HB 8 adjustments that will allow colleges to count students that transfer to private colleges. There is also an increased focus on return on investment and wage outcomes.
- There are a number of bills on undocumented students, taxes, purchasing, and using public funds for lobbying.
- SB 37 talks about governance and additional duties and training for Board Members, including annual course review that would have to be verified by the board to ensure that DEI ideologies are not being taught. There are faculty senate issues in this bill, and this bill would establish the Office of Excellence in Higher Education. It comes up for a hearing tomorrow and we will know more then.
- We have a chiller out on the campus. Previously, all of our chillers were replaced about the same time frame, so we anticipate that we may need to replace more than one chiller.

There was some discussion on the I-45 expansion. There is nothing new to report and there is no additional information available.

3. Regents: There were no Regent reports.
4. Chairperson: Ms. Flowers hopes everyone enjoyed their Spring Break. Thank you for all you do.

**XIII. ADJOURNMENT:** There being no further business to come before the Board, the Regular Meeting adjourned at 6:32 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:

	Consent <u>Agenda</u>	President Recommended <u>Separate Action</u>	Board Separate <u>Action</u>	Page #	
#1 - Consider Acceptance of Fiscal Year 2024-2025 Second Quarter Investment Report	✓				46
#2 – Review and Consider Board Policy CAK Local (Appropriations and Revenue Sources: Investments) and Resolution			✓		50
#3 – Consider Approval of Investment Firms			✓		60
#4 – Consider Acceptance of Audit Services Engagement Letter from Carr, Riggs & Ingram, LLC			✓		61
#5 – Consider Approval of Proposal to Purchase Hardware and Installation Services for Independent Controls in the Multi-function Rooms (HS-242 & HS-244) in the Health Sciences Education Center (HSEC)	✓				74
#6 – Consider Approval of Proposal to Purchase Instructional Equipment for the Continuing Education Pipefitting Program from the TRUE Grant	✓				75
#7 – Consider Approval of Course Fees for Academic Year 2025-26, Effective April 1, 2025			✓		76
#8 – Consider Ratifying Appointment of Full-time Instructor	✓				83