

**MINUTES OF THE BOARD OF REGENTS
COMMITTEE OF THE WHOLE WORKSHOP
GALVESTON COMMUNITY COLLEGE DISTRICT
4015 Avenue Q
Galveston, Texas 77550
Room M-202 – Moody Hall
January 9, 2019
4:30 p.m.**

At the Galveston Community College District Board of Regents Committee of the Whole Workshop, duly held on Wednesday, January 9, 2019, in Room M-202 of Moody Hall, commencing at 4:30 p.m., the following Regents were present: Ms. Karen F. Flowers, Chairperson, Mr. Armin Cantini, Mr. Michael B. Hughes, Mr. Carl E. Kelly, Mr. Raymond Lewis, Jr., Mr. Fred D. Raschke, Mr. Carroll G. Sunseri, and Ms. Rebecca Trout Unbehagen.

Faculty and staff present for all or part of the workshop included Dr. W. Myles Shelton, President, Ms. Carla Biggers, Dr. Cissy Matthews, Dr. Sandra Metoyer, Dr. Van Patterson, Mr. Timothy Setzer, and Mr. M. Theron Waddell.

- I. CALL TO ORDER:** Chairperson Flowers opened the meeting at 4:30 p.m. in Room M-202 of Moody Hall and determined a quorum was present.
- II. CERTIFICATION OF POSTING NOTICE OF COMMITTEE OF THE WHOLE WORKSHOP:** Dr. Shelton confirmed that the notice of the Committee of the Whole Workshop had been properly posted on January 4, 2019.
- III. UPDATE ON VARIOUS FACILITY PROJECTS:** Dr. Shelton gave an update on the following facility projects completed in the Fall 2018 semester or over the winter break:
 - Refurbished air handler on the 3rd Floor of the Northen Building
 - Replaced compressors in the walk-in cooler and freezer in Culinary
 - Replaced condensers in the air conditioning unit in Information Technology (IT)
 - Refurbished air handler in IT
 - Updated controls, electronic valves, and actuators for the air conditioning system in Moody Hall
 - Mostly completed glass curtain walls in Northen Building
 - Repaired several units and walkway in Whitecaps apartment
 - Advertised a request for proposals for repair of Northen Building elevator
 - Completed remodel of Development Office suite; waiting on delivery of furniture
 - Updated all main campus parking lot lights to LED
 - Completed electronic update to doors at the Applied Technology Center (ATC); overhead doors to be completed by the start of classes (January 22nd)
 - Conducting annual maintenance on four boilers

Upcoming projects include:

- Installation of generator on main campus for IT
- Redesign of library, cyber café, and circulation desk

IV. UPDATE ON U.S. DEPARTMENT OF EDUCATION TITLE V GRANT FACILITY PROJECTS AND DISCUSSION REGARDING ADOPTION OF FISCAL YEAR 2018-19 BUDGET FOR TITLE V GRANT PROJECT – “PATHWAY MODEL FOR IMPROVED TEACHING, ADVISING, AND TRANSFER AT A HISPANIC-SERVING COMMUNITY COLLEGE”:

Dr. Shelton introduced Dr. Cissy Matthews, Vice President of Instruction, and Dr. Sandra Metoyer, Title V Project Director, to brief the Regents on this agenda item. A copy of the proposed fiscal year 2018-19 budget summary for this Title V grant project was provided for discussion. Dr. Matthews began with a recap of the grant award and its pathway focus. The first year of the five-year grant includes two major components to: (1) renovate the library to create a collaborative learning environment and (2) redesign the Moody Hall lobby so it is more welcoming for new students. She explained the proposed budget and noted the grant was written with the total expenditure for the renovations in the first year. Since the College would receive less than the expenditure in Year 1, staff requested a transfer in the amount of \$675,023 from the College’s fund balance to the Title V revenue budget for the renovation projects. This amount would be reimbursed to the College in years two through five. The budget total for FY2019 is \$1,225,019, including the expenditures for the renovations. Mr. Raschke suggested inviting the Moodys once the renovations are complete to thank them again.

Dr. Metoyer discussed other activities in the grant that involve the entire institution. Those activities include working with Advising and Counseling to restructure the onboarding process to create more of a pathway and improve transfer rates. She talked about acquiring a new software advising system. Several vendors are being evaluated. This system will be brought to the Board for consideration by the summer. Dr. Shelton added that by streamlining the current process with this new software, it will not only be more efficient but will allow the College to realize software purchase and maintenance cost savings over time. Another component of the grant involves instruction for student engagement to retain them through completion. This will be accomplished by working with faculty to incorporate strategies for student engagement and motivation.

V. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING ADOPTION OF FISCAL YEAR 2018-19 BUDGET FOR U.S. DEPARTMENT OF EDUCATION TITLE V GRANT PROJECT - “PATHWAY MODEL FOR IMPROVED TEACHING, ADVISING, AND TRANSFER AT A HISPANIC-SERVING COMMUNITY COLLEGE”:

Mr. Raschke moved to recommend to the Board of Regents the adoption of fiscal year 2018-19 budget for the U.S. Department of Education Title V grant project – “Pathway Model for Improved Teaching, Advising, and Transfer at a Hispanic-Serving Community College” as presented by staff; Mr. Lewis seconded. The motion passed unanimously.

VI. UPDATE ON NEW STUDENT HOUSING PROJECT: Dr. Shelton presented written materials on the new student housing project. He started with a review of a progress set of plans drawn by Creole Design in December. Staff will meet with the architect again

VI. UPDATE ON NEW STUDENT HOUSING PROJECT: *(Continued)*

next week. Dr. Shelton explained the site plan developed based on conversations with City of Galveston staff regarding the replatting of the property as one lot. Seven structures are planned. There are issues with garage space requiring a redesign of this site plan. The floor plan for each two-story house has been designed for 10 students. This arrangement could house both the male and female athletes and two assistant coaches. A visit to a similar project in Houston by the same architect was made by Ms. Flowers, Dr. Shelton, and other staff to assist with the specifications. Dr. Shelton reviewed the project timeline:

- April 2018 – Bids to Board for approval
- May 2018 – Begin demolition and construction
- May/June 2019 – Construction complete

Housing for the scholarship athletes during the construction phase was discussed. There is space on campus to house up to 12 while the others could be given vouchers for offsite housing. The students would contract with the property owner rather than the College. To date, transportation has not been an issue for students who lived off campus.

Based on the design and specifications drawn, Dr. Shelton asked Sullivan Brothers Builders to estimate the cost per square foot for construction, which was \$115. He provided estimates of cost per square foot in intervals from \$125 through \$155. Figures including mark up, architect and engineering fees, furniture and finishings, and landscaping were also given. At \$115 per square foot, these add-ons bring the square foot total to \$164.63. These estimates are below the original project, yield more beds, and are aesthetically better for the neighborhood.

Another table was shared for informational purposes on charges for non-scholarship athletes housed in the new facility. Currently, the rate is \$1,075 per semester. Based on the market rate charged by other colleges, Dr. Shelton said it should be around \$1,500 per semester and would proposed that increase in the fall of 2019 for adoption in order to have the correct information during recruitment. He also estimates an 85 percent occupancy over the semester.

VII. DISCUSS FINANCIAL IMPLICATIONS TO GALVESTON COLLEGE AS A RESULT OF THE FEDERAL GOVERNMENT SHUTDOWN: Dr. Shelton reported the College is due approximately \$50,000 from the federal government for a couple of National Science Foundation (NSF) and National Endowment for the Humanities (NEH) grants. These funds will not be received until the government reopens. The \$1.5 million in grants from the U.S. Department of Education (DOE) for Pell Grants, student loans, Title III, Title V, Building Bridges to Success, and Upward Bound are classified as critical and are functioning so students are not impacted. New students who have filed Free Application for Federal Student Aid (FAFSA) forms and selected for electronic verification have been impacted. The DOE issued guidance that the College can accept

VII. DISCUSS FINANCIAL IMPLICATIONS TO GALVESTON COLLEGE AS A RESULT OF THE FEDERAL GOVERNMENT SHUTDOWN: *(Continued)*

paper alternatives for IRS verification but has not for other documentation. Dr. Shelton said the College has discretion on how Texas Public Educational Grants (TPEG) are applied and will use those scholarship monies for students who are impacted and can demonstrate need.

VIII. DISCUSS IMPACT OF MARKET VOLATILITY ON GALVESTON COLLEGE INVESTMENTS AND GALVESTON COLLEGE FOUNDATION

INVESTMENTS: Dr. Shelton informed the Regents that all College funds are invested according to the Public Funds Investment Act which protects the principal and maintains the security of that principal. It also maintains liquidity. All investments are valued above returns and none are at risk. As for the Foundation, that has a different investment policy, some funds are invested in long-term equities that are subject to the market. Two of the Foundation investments will impact the College. One is the Seibel money to be used for student housing. It was invested in short-term securities to protect the principal and will be available to draw down for the student housing project. The other is the \$169,000 in the Title V Endowment Fund that was approved by the Board of Regents for the Development Office renovations. Between the meetings of the Foundation Finance Committee and the Foundation Board of Directors, the market dropped. There is not \$169,000 available for distribution with the market loss at this time. Once the volatility in the market is stabilized and this investment increases, the account receivable will be paid by the Foundation.

IX. ADJOURNMENT: There being no further business to come before the Committee of the Whole, the meeting adjourned at 5:21 p.m.

Carla D. Biggers, Clerk

APPROVED AS CORRECT:

Karen F. Flowers, Chairperson