

**NOTICE OF REGULAR MEETING  
GALVESTON COMMUNITY COLLEGE DISTRICT  
BOARD OF REGENTS**

In compliance with the Open Meetings Act, Texas Government Code, Section 551.041, notice is hereby given that a Regular Meeting of the Galveston Community College District Board of Regents will be held on **Wednesday, June 11, 2025**, at 5:30 PM in Room M-220 Galveston College, 4015 Avenue Q, Galveston, Texas 77550.

The Board of Regents will gather in Room M-202 for refreshments prior to the Regular Meeting. Although a quorum may be present, no action will be taken by the Board at that time.

**- AGENDA -**

- I. Call to Order Regular Meeting**
- II. Moment of Silence and Pledge of Allegiance
- III. Certification of Posting Notice of Regular Meeting
- IV. Recognition of Guests
- V. Consider Approval of Minutes from the Regular Meeting of May 14, 2025 4  
*(Action Item)*
- VI. Citizens Desiring to Appear Before the Board on Agenda and Non-agenda Items  
*(Please complete a request card prior to the start of the meeting. The Board Chairperson may limit the time of appearance before the Board to three minutes.)*
- VII. Informative Reports:
  - 1. Student Success Story *(Dr. W. Myles Shelton)* 11
  - 2. Monthly Financial Reports - May *(Mr. M. Jeff Engbrock)* 12
- VIII. Consideration of Consent Agenda 37  
*(The purpose of the consent agenda is to allow the Board to identify and approve action items which require no additional information or discussion and for which there is unanimous approval. Regents receive agenda materials in advance of the meeting to prepare for the business to be conducted.)*
- IX. Action Items:
  - 1. Consider Facilities Committee Recommendation Regarding Approval of Bid to Replace the Roof on the Student Housing Located at 4013 Avenue R 39
  - 2. Consider Facilities Committee Recommendation Regarding Final Acceptance of Completed Backfill Renovation Project and Release of Retainage 40
  - 3. Consider Facilities Committee Recommendation Regarding Approval of Proposal to Replace the Roof Top Air-Conditioning Unit for the I.T. Equipment Room 48
  - 4. Consider Acceptance of Fiscal Year 2024-25 Third Quarter Investment Report 51
  - 5. Consider Adoption of Resolution Granting Residence Homestead Tax Exemptions for the 2025 Tax Year 55
  - 6. Consider Approval of Instructional Agreements for Dual Credit/Early Admissions Enrollment Classes for Academic Year 2025-26 Including Addendums: 57
    - A. Galveston Independent School District
    - B. O'Connell College Preparatory School

|   |     |
|---|-----|
| C. Odyssey Academy  |     |
| D. Upward Hope Academy  |     |
| E. Hamshire-Fannett Independent School District   |     |
| F. Dickinson Independent School District  |     |
| 7. Consider Approval of Insurance Coverage Policy Renewals for National Flood Insurance Program (NFIP) and Texas Windstorm Insurance Association (TWIA)   | 180 |
| 8. Consider Approval of Proposal to Purchase Excess Wind & Excess Flood Coverage for Property and Contents from Named or Numbered Storms  | 184 |
| 9. Consider Approval of Proposal to Purchase Texas Association of School Boards Risk Management Fund Insurance Coverage for All Other Perils Property and Contents (Excluding Named or Numbered Windstorms) | 186 |
| 10. Consider Approval of Proposal to Purchase Texas Association of School Boards Risk Management Fund Insurance Coverage for Unemployment and Workers' Compensation   | 219 |
| 11. Consider Approval of Proposals to Purchase Intercollegiate Athletics and Activities Accident and Catastrophic Insurance Policies  | 220 |
| 12. Consider Approval of Insurance Coverage Policy Required for Cupola Loan Agreement   | 224 |
| 13. Consider Approval of Proposal for Moody Gardens Hotel Room and Catering Contract for the 2026 Women In Industry Conference  | 234 |
| 14. Consider Approval of Proposal to Purchase a MacBook for the Drama Department  | 240 |
| 15. Consider Approval of Proposal to Purchase a MacBook for Marketing and Communications as Part of the FY25 Faculty and Staff Computer Refresh   | 241 |
| 16. Consider Approval of Proposal to Purchase Flexible Classroom Furniture  | 242 |
| 17. Consider Approval of Proposal to Purchase Audio Visual Instructional Equipment for the Nuclear Medicine Classroom in the Health Science Education Center  | 243 |
| 18. Consider Approval of Agreement with Lemons Auctioneers, LLC. to Provide Online Auction Services   | 244 |
| 19. Consider Conferment of Faculty Tenure   | 249 |
| X. Special Reports and Comments:  |     |
| 1. Student Representative ( <i>Ms. Marianna Hernandez Lima</i> )  |     |
| 2. Faculty Representative ( <i>Mr. Tyree Bearden</i> )  |     |
| 3. President ( <i>Dr. W. Myles Shelton</i> )  |     |
| 4. Regents  |     |
| 5. Chairperson ( <i>Ms. Karen F. Flowers</i> )  |     |
| XI. Adjournment   |     |

---

The notice for this meeting was posted on June 5, 2025, in compliance with the Texas Open Meetings Act., in compliance with the Texas Open Meetings Act.

W. Myles Shelton, Ed.D., President

**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  
May 14, 2025  
5:30 p.m.**

At the Regular Meeting of the Galveston Community College District Board of Regents, duly held on Wednesday, May 14, 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 (excused)  
Mr. Garrik Addison  
Mr. Armin Cantini  
Dr. Norman Hoffman  
Mr. Raymond Lewis, Jr. (attended virtually)  
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, Dr. Conrad Breitbach, Mr. Ed Chrnko, Mr. Ron Crumedy, Ms. Barbara Dover, Mr. Jeff Engbrock, Ms. Breanne Lorefice, Dr. Cissy Matthews, Mr. Paul Mendoza, Dr. Van Patterson, Dr. Ana Sanchez, 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 Ms. Longoria 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 May 9, 2025.
- IV. RECOGNITION OF GUESTS:** There were no guests in attendance.
- V. CONSIDER APPROVAL OF MINUTES FROM THE REGULAR MEETING OF APRIL 9, 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:** 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 Childcare Needs Assessment. Three different data sources were used, and included the Student Financial Wellness Survey (Trellis Strategies), Student Satisfaction Inventory (RNL), and the Pregnant and Parenting Students' Data Collection (THECB). The presentation also covered the services in the community available to student parents, including the Moody Early Childhood Center, and GISD Morning & After School Programs. In addition, Galveston College Resources include, a liaison to assist parenting students in coordinating college readiness and student success efforts, information available on the GC website for resources such as tutoring, financial aid, advising, and tips for parenting students, a breastfeeding & lactation room in the HSEC, and information on the community resources available. Takeaways include: as many as 1 in 3 GC students may be parenting a minor, parenting students face unique challenges and experiences, and in the absence of childcare, GC offers resources to help parenting students thrive.
2. Monthly Financial Reports –April: Mr. M. Jeff Engbrock, Comptroller/CFO, presented the financial report for the month of April. With 67 percent of the year completed, income generated was \$28,210,612 or 93 percent of the fiscal year 2024-25 revenue budget compared to 91.2 percent this time last year. State funds for March 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 \$5,712,805 or 106.2 percent of the budget compared to 94.3 percent last year. Local taxes are \$17,406,777 or 94.5 percent of the budget compared to 95.3 percent last year. Local Revenue is \$1,192,855 or 86.3 percent of the budget, compared to 85.1 percent last year. He reported that total expenses are \$18,271,441, or 60.2 percent of the expenditure budget, compared to 61.5 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. 3, 4, 7, 8, 9, 10 and 11; Ms. Longoria seconded. The motion passed unanimously. A copy of the Consent Agenda is attached as **Exhibit A**.

**IX. ACTION ITEMS:**

1. Consider Approval of Facilities Committee Recommendation Regarding Bids for the Roof Retrofit for the Main Campus Gym: Mr. Fred Raschke, Facilities Committee Acting Chair presented this item to the Board. The Facilities Committee

met prior to this meeting to consider a recommendation to the Board regarding bids for the Roof Retrofit for the Main campus Gym. The bid included the retrofit of the roof with an alternative bid to include the interior lining. After reviewing the bids, staff recommends the contract be awarded to Hyperion Construction, 12815 S. Palomino Lak Circle, Cypress, Texas 77429, for having the lowest bid for the retrofit of the roof only. The interior lining will be addressed as a future project.

It was the Committee's recommendation, and Mr. Raschke moved to approve the bid from Hyperion Construction in the amount of \$311,340.99; Mr. Lewis seconded. The motion passed unanimously.

2. Consider Approval of Facilities Committee Recommendation Regarding Design (Architectural & Engineering Services) Proposal for Student Housing: Mr. Fred Raschke, Acting 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 design proposal for student housing. The proposal is for Architectural Drawings, Structural Drawings, and MEP Drawings. The scope of work will include site plans, floor plans exterior elevations, roof plan, window and door schedules, electrical plans, interior details, wall sections, cross sections and an exterior detail sheet. The total cost of the proposal is \$40,100.00.

It was the Committee's recommendation, and Mr. Raschke moved to approve the proposal for design (architectural & engineering) services from Creole Designs, in the amount of \$40,100, and authorize the President to execute the contract; Ms. Longoria seconded. The motion passed unanimously.

3. Consider Approval of Senate Bill 17 (2023 Legislative Session) Compliance Reporting Certification Form for FY 2025: The Board unanimously approved the Senate Bill 17 (2023 Legislative Session) Compliance Reporting Certification Form for FY 2025. This item was passed in the Consent Agenda.
4. Consider Approval of FY 2026 Budget and 2025 Tax Rate Planning Calendar: The Board unanimously approved the FY 2026 Budget and 2025 Tax Rate Planning Calendar. This item was passed in the Consent Agenda.
5. Consider Approval of Food Service Contract Effective June 1, 2025: Dr. Shelton presented this item to the Board. Three proposals were received. Mr. C's was the lowest priced and after evaluation of all the bids the recommendation is for Mr. C's to continue providing the food service. The charge does increase to \$24.95 per day/ per student. That is about a 4% increase over what is currently being charged. The anticipated cost to the college is \$2,045.90 per student.

Ms. Sunseri moved to award the food service contract to Lagniappe Dining Service (Mr. C's) effective June 1, 2025; Dr. Hoffman seconded. The motion passed unanimously.

6. Consider Approval of Student Housing and Board Fees Effective June 1, 2025: Dr. Shelton presented this item to the Board. The room costs will remain the same, and no increase is recommended. Due to the increase cost of food, the price to the student will have to increase from \$2,561.74 per semester to \$2,659.67 per semester, or \$5,319.34 annually. It is a 3.82% increase based on the cost of the food increase.

Dr. Hoffman moved to approve the Student Housing and Board Fees, Effective June 1, 2025; Ms. Sunseri seconded. The motion passed unanimously.

7. Consider Approval of Proposal for Fiber Cabling Relocation for the House Located at 2215 38<sup>th</sup> Street: The Board unanimously approved the proposal for fiber cabling relocation for the house located at 2215 38<sup>th</sup> Street. This item was passed in the Consent Agenda.
8. Consider Approval of Change Order to Existing Ferrilli Contract for Continuing Education Grant and Scholarship Packaging: The Board unanimously approved the change order to the existing Ferrilli contract for continuing education grant and scholarship packaging. This item was passed in the Consent Agenda.
9. Consider Approval of Proposal for On-Demand Tutoring Platform: The Board unanimously approved the proposal submitted by Upswing, for the on-demand tutoring platform. This item was passed in the Consent Agenda.
10. Consider Approval of Faculty Change in Rank: The Board unanimously approved the change in rank for Dr. Jacquelyn Cresswell to Assistant Professor. This item was passed in the Consent Agenda.
11. Consider Conferment of Faculty Tenure: The Board unanimously conferred the Faculty Tenure of Ms. Jaime Retiz. 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. Student Government updates since the last meeting are:

March 5<sup>th</sup>: Island Fest  
March 27<sup>th</sup>: Balling on a Budget  
April 17<sup>th</sup>: Easter Egg Hunt  
May 6<sup>th</sup>: Mascot Reveal  
May 7<sup>th</sup>: Induction Ceremony

Ms. Fletcher shared the mascot reveal video with the Board.  
Other updates Included:

- SGA elections were held in April.
- Ms. Fletcher introduced the new SGA President Ms. Mariana Hernandez Lima, who introduced the newly elected Vice President Ms. Chaniya Brown. Other elected positions were: Lydia Ybara, Secretary, Alyssa Berry, Treasurer, and Tenia Grissom, Parliamentarian. Ms. Hernandez Lima thanked the Board for the opportunity and stated that she is excited to get to work.

Ms. Fletcher closed with some remarks thanking the Board.

2. Faculty Representative: Mr. Tyree Bearden, Faculty Senate President, introduced Dr. Sanchez and Ms. Barbara Dover who presented on the Honors STEM Program. Dr. Sanchez gave an overview of the program from its beginning in 2022 until 2024.
3. President: Dr. Shelton congratulated Jamie Retiz on being awarded tenure, and Dr. Cresswell on her change in rank. Dr. Shelton added that Dr. Cresswell was part of a team that was featured in the “Gardens in the Gulf” feature on channel 2. He congratulated her on her work with NOAA.

Dr. Shelton recognized Chef Mendoza for his retirement, and 20 years of service to the College. He thanked him for preparing the meals for the Board and congratulated him on his retirement.

Other updates include:

- Commencement is on Friday, May 16<sup>th</sup>. 690 students are graduating and have earned 844 awards.
- Nursing Pinning is at 1:00 p.m.
- BBS Awards Luncheon is tomorrow at noon.
- Thanks to Ed Chrko and the Marketing Staff for the signed picture and baseball card of Riptide.

Legislative Update:

- SB1 is on track, as is the supplemental appropriations bill, so the community college funding looks good. The Governor is looking to put a writer into the appropriations bill to freeze tuition and fee increases for the next 2 years.
- SB1786 (the update of HB8) looks at defining what a credential of value is. It uses a definition of return on investment.
- SB37 is the bill that redefines how Faculty Senates operate, is being re-written in the House and we expect that to come out of committee this week.
- There are still bills pending on accreditation, residency status, and tax code changes

Salary Study:

- The salary study is almost complete and we anticipate the final report by the end of May. This is a market study, not based on inflation or CPI.

Facilities:

- The Landmark Award was presented to Galveston College and PBK for the new HSEC Building. It established it as a significant educational structure for 2024.
- There is still a punch list to complete on the HSEC.
- Earlier in the meeting, the board approved 36 new housing beds that will be created for students on campus.

Dr. Shelton concluded by letting the Board know that the Dates to Remember sheet is in the Board folders and that June 17<sup>th</sup> is the Board Retreat.

Brief discussion was had on the NSF grant funding and how it would affect the honors program.

4. Regents: There were no Regent reports.
5. Chairperson: Ms. Flowers thanked everyone.

**XI. ADJOURNMENT:** There being no further business to come before the Board, the Regular Meeting adjourned at 6:39 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<br/>Agenda</u> | <u>President<br/>Recommended<br/>Separate Action</u> | <u>Board<br/>Separate<br/>Action</u> | <u>Page<br/>#</u> |
|---|---------------------------|--|--------------------------------------|-------------------|
| #1 - Consider Approval of Policies Committee Recommendation Regarding the Adoption of Proposed Revisions to Local Board Policies and Regulations  |                           | ✓  |                                      | 43                |
| #2 – Consider Approval of Agreement Between The University of Texas Medical Branch at Galveston and Galveston College to Provide Student Health and Counseling Services for the 2025-26 Academic Year | ✓                         |  |                                      | 45                |
| #3 – Consider Ratifying Acceptance of Increase in U.S. Department of Education 2024-2025 Federal Grant Award – (Perkins) Career and Technical Education – Basic Grants                                | ✓                         |  |                                      | 59                |
| #4 – Consider Approval of Change Order to Existing Ferrilli Contract for Continuing Education Grant and Scholarship Packaging   | ✓                         |  |                                      | 61                |
| #5 – Consider Approval of Contract for Disaster Restoration and Recovery Services   | ✓                         |  |                                      | 74                |
| #6 – Consider Approval of Contract Extension for BibliU   | ✓                         |  |                                      | 104               |
| #7 – Consider Faculty Retirement  | ✓                         |  |                                      | 106               |
| #8 – Consider Full-time Faculty Reappointments  |                           | ✓  |                                      | 107               |

Student Success Story

Dr. W. Myles Shelton, President, will present the Student Success Story for the month.

Monthly Financial Reports –May

Attached is the monthly financial report for May, representing encumbrances and pre-encumbrances through May 31, 2025. The report is as follows:

**Education and General Fund:**

- Revenue Summary Sheet
- Expenditure Summary Sheet
- Summary Revenue/Expenditure Report
- Detail Revenue/Expenditure Report by State Classification

**Auxiliary Fund (Bookstore, Snack Bar, Athletics):**

- Summary Revenue/Expenditure Report by State Classification

**Student Services / Student Activity Fund:**

- Summary Revenue/Expenditure Report by State Classification

**Construction Fund:**

- Summary Revenue/Expenditure Report

**Bond Fund:**

- Summary Revenue/Expenditure Report

**Operating Fund**  
**Revenue Summary Sheet**  
**June 2025 Meeting**  
As of May 31, 2025 (75% of Year)

| Source               | Budgeted<br>2024/2025 | Year-to-Date               |                           |                           |
|----------------------|-----------------------|----------------------------|---------------------------|---------------------------|
|                      |                       | Received (\$)<br>2024/2025 | Received (%)<br>2024/2025 | Received (%)<br>2023/2024 |
| State Funds          | \$5,152,193           | \$3,898,145                | 75.7%                     | 75.0%                     |
| Tuition and Fees     | \$5,377,122           | \$6,135,906                | 114.1%                    | 101.7%                    |
| Local Taxes          | \$18,418,045          | \$17,694,608               | 96.1%                     | 97.3%                     |
| Local Revenues       | \$1,382,700           | \$1,321,513                | 95.6%                     | 96.4%                     |
| <b>Total Revenue</b> | <b>\$30,330,060</b>   | <b>\$29,050,172</b>        | <b>95.8%</b>              | <b>94.3%</b>              |

**Operating Fund**  
**Expenditure Summary Sheet**  
**June 2025 Meeting**  
As of May 31, 2025 (75% of Year)

| Source                     | Budgeted<br>2024/2025 | Year-to-Date            |                        |                        |
|----------------------------|-----------------------|-------------------------|------------------------|------------------------|
|                            |                       | Expended (\$) 2024/2025 | Expended (%) 2024/2025 | Expended (%) 2023/2024 |
| Instruction                | \$9,673,781           | \$6,498,651             | 67.2%                  | 69.5%                  |
| Community Service          | \$40,883              | \$40,905                | 100.1%                 | 261.4%                 |
| Academic Support           | \$2,067,109           | \$1,419,093             | 68.7%                  | 73.4%                  |
| Student Services           | \$2,874,218           | \$1,941,638             | 67.6%                  | 69.2%                  |
| Institutional Support      | \$6,253,525           | \$4,219,842             | 67.5%                  | 68.8%                  |
| Staff Benefits             | \$31,874              | \$43,350                | 136.0%                 | 167.5%                 |
| Operations/<br>Maintenance | \$4,006,762           | \$2,722,735             | 68.0%                  | 63.4%                  |
| Interfund Transfers (out)  | \$5,381,908           | \$3,381,112             | 62.8%                  | 63.7%                  |
| <b>Total Expenditures</b>  | <b>\$30,330,060</b>   | <b>\$20,267,327</b>     | <b>66.8%</b>           | <b>68.0%</b>           |

**GALVESTON COLLEGE**  
Fund 11 Education and General

|   | Current year      |                  | Current year      |                  | Current year     |              | Current year |      | Current year |      |
|---|-------------------|------------------|-------------------|------------------|------------------|--------------|--------------|------|--------------|------|
|   | Budget            | (MTD) Actual     | (YTD) Actual      | Encumbrances     | Remaining        | % Expended   | 2025         | 2025 | 2025         | 2025 |
| May 31, 2025                                | 2025              | May              | 2025              | 2025             | 2025             | 2025         | 2025         | 2025 | 2025         | 2025 |
| <b>Revenue by State Classification</b>      |                   |                  |                   |                  |                  |              |              |      |              |      |
| State Funds                                 | 5,152,193         | 0                | 3,898,145         | 0                | 1,254,048        | 75.7%        |              |      |              |      |
| Tuition                                     | 3,152,434         | 245,299          | 3,793,740         | 0                | (641,306)        | 120.3%       |              |      |              |      |
| Course Fees                                 | 3,020,960         | 201,844          | 3,508,688         | 0                | (487,728)        | 116.1%       |              |      |              |      |
| Exemptions\Waivers                          | (796,272)         | (24,122)         | (1,166,522)       | 0                | 370,250          | 146.5%       |              |      |              |      |
| Local Taxes                                 | 18,418,045        | 287,831          | 17,694,608        | 0                | 723,437          | 96.1%        |              |      |              |      |
| Local Revenue                               | 1,374,300         | 128,195          | 1,304,460         | 0                | 69,840           | 94.9%        |              |      |              |      |
| Sales and Services                          | 8,400             | 0                | 17,053            | 0                | (8,653)          | 203.0%       |              |      |              |      |
| <b>Total Revenue</b>                        | <b>30,330,060</b> | <b>839,047</b>   | <b>29,050,172</b> | <b>0</b>         | <b>1,279,888</b> | <b>95.8%</b> |              |      |              |      |
| <b>Expenditures by State Classification</b> |                   |                  |                   |                  |                  |              |              |      |              |      |
| Instruction                                 | 9,668,871         | 779,377          | 6,498,651         | 78,463           | 3,091,757        | 67.2%        |              |      |              |      |
| Community Service                           | 65,783            | 17,845           | 40,905            | 17,646           | 7,231            | 62.2%        |              |      |              |      |
| Academic Support                            | 2,072,809         | 165,399          | 1,419,093         | 12,571           | 641,145          | 68.5%        |              |      |              |      |
| Student Services                            | 2,873,218         | 216,527          | 1,941,638         | 179,924          | 751,657          | 67.6%        |              |      |              |      |
| Institutional Support                       | 6,234,439         | 398,111          | 4,219,842         | 250,538          | 1,764,059        | 67.7%        |              |      |              |      |
| Operation and Maintenance                   | 4,001,158         | 189,333          | 2,722,735         | 643,016          | 635,407          | 68.0%        |              |      |              |      |
| Staff Benefits                              | 31,874            | 0                | 43,350            | 0                | (11,476)         | 136.0%       |              |      |              |      |
| Inter-Fund Appropriations                   | 5,381,908         | 229,418          | 3,381,112         | 0                | 2,000,796        | 62.8%        |              |      |              |      |
| <b>Expenditures Total</b>                   | <b>30,330,060</b> | <b>1,996,010</b> | <b>20,267,327</b> | <b>1,182,158</b> | <b>8,880,575</b> | <b>66.8%</b> |              |      |              |      |
| <b>Expenditures by Type</b>                 |                   |                  |                   |                  |                  |              |              |      |              |      |
| General Operating                           | 3,789,333         | 125,829          | 2,220,608         | 359,213          | 1,209,512        | 58.6%        |              |      |              |      |
| Contracted Services                         | 3,031,807         | 188,871          | 2,285,535         | 385,372          | 360,900          | 75.4%        |              |      |              |      |
| Travel                                      | 434,741           | 34,347           | 258,644           | 4,464            | 171,633          | 59.5%        |              |      |              |      |
| Equipment                                   | 164,679           | 4,262            | 85,483            | 18,900           | 60,297           | 51.9%        |              |      |              |      |
| Utilities                                   | 1,118,100         | 70,817           | 580,422           | 414,209          | 123,470          | 51.9%        |              |      |              |      |
| Faculty Full Time                           | 4,724,151         | 364,653          | 3,173,660         | 0                | 1,550,491        | 67.2%        |              |      |              |      |
| Faculty Overloads\Adjunct                   | 1,868,867         | 185,925          | 1,404,791         | 0                | 464,076          | 75.2%        |              |      |              |      |
| Stipends                                    | 483,097           | 41,479           | 315,129           | 0                | 167,968          | 65.2%        |              |      |              |      |
| Administrator Salaries                      | 2,300,803         | 179,094          | 1,656,510         | 0                | 644,293          | 72.0%        |              |      |              |      |
| Professional Technical Salaries             | 2,227,146         | 181,723          | 1,584,193         | 0                | 642,953          | 71.1%        |              |      |              |      |
| Classified Salaries                         | 2,520,490         | 202,013          | 1,800,551         | 0                | 719,939          | 71.4%        |              |      |              |      |
| Part-Time Salaries                          | 683,523           | 66,380           | 419,465           | 0                | 264,058          | 61.4%        |              |      |              |      |
| Staff Benefits                              | 1,601,415         | 121,200          | 1,101,224         | 0                | 500,191          | 68.8%        |              |      |              |      |

GALVESTON COLLEGE  
Fund 11 Education and General

|                           |            |             |            |           |           |       |
|---------------------------|------------|-------------|------------|-----------|-----------|-------|
| Interfund Appropriations  | 5,381,908  | 229,418     | 3,381,112  | 0         | 2,000,796 | 62.8% |
| <b>Expenditures Total</b> | 30,330,060 | 1,996,010   | 20,267,327 | 1,182,158 | 8,880,575 | 66.8% |
| <b>Excess Rev/Exp</b>     | 0          | (1,156,963) | 8,782,845  |           |           |       |

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of May 2025**

|                            | Budget             | (MTD) Actual     | (YTD) Actual       | Encumbrances | Available          | % of Budget   |
|----------------------------|--------------------|------------------|--------------------|--------------|--------------------|---------------|
|                            | 2025               | May              | 2025               | 2025         | 2025               | 2025          |
| <b>State Appropriation</b> |                    |                  |                    |              |                    |               |
| Academic/Technical         | \$5,152,193        | \$0              | \$3,001,571        | \$0          | \$2,150,622        | 58.3%         |
| Incentive                  | \$0                | \$0              | \$311,852          | \$0          | (\$311,852)        | Infinity      |
| Core                       | \$0                | \$0              | \$584,722          | \$0          | (\$584,722)        | Infinity      |
| Health Insurance           | \$0                | \$0              | \$0                | \$0          | \$0                | NaN           |
| <b>Total</b>               | <b>\$5,152,193</b> | <b>\$0</b>       | <b>\$3,898,145</b> | <b>\$0</b>   | <b>\$1,254,048</b> | <b>75.7%</b>  |
| <b>Tuition</b>             |                    |                  |                    |              |                    |               |
| In-District Tuition        | \$1,220,531        | \$66,752         | \$1,553,195        | \$0          | (\$332,664)        | 127.3%        |
| Out-of-District Tuition    | \$1,193,036        | \$81,413         | \$1,279,973        | \$0          | (\$86,937)         | 107.3%        |
| Non Resident Tuition       | \$373,527          | \$17,787         | \$507,578          | \$0          | (\$134,051)        | 135.9%        |
| CE Workforce Training      | \$94,473           | \$59,150         | \$116,567          | \$0          | (\$22,094)         | 123.4%        |
| CE Workforce Info Tech     | \$0                | \$0              | \$0                | \$0          | \$0                | NaN           |
| CE Workforce Health Prof   | \$208,662          | \$8,220          | \$242,077          | \$0          | (\$33,415)         | 116.0%        |
| CE Leisure Learning        | \$54,205           | \$11,977         | \$91,350           | \$0          | (\$37,145)         | 168.5%        |
| CE Childrens Programs      | \$0                | \$0              | \$0                | \$0          | \$0                | NaN           |
| CE-Misc 3rd Party          | \$8,000            | \$80             | \$3,000            | \$0          | \$5,000            | 37.5%         |
| <b>Total</b>               | <b>\$3,152,434</b> | <b>\$245,379</b> | <b>\$3,793,740</b> | <b>\$0</b>   | <b>(\$641,306)</b> | <b>120.3%</b> |
| <b>Course Fees</b>         |                    |                  |                    |              |                    |               |
| Building Use Fee           | \$1,276,509        | \$77,470         | \$1,511,480        | \$0          | (\$234,971)        | 118.4%        |
| Student Service Fee        | \$62,269           | \$4,191          | \$72,407           | \$0          | (\$10,138)         | 116.3%        |
| General Service Fee        | \$270,093          | \$21,285         | \$319,638          | \$0          | (\$49,545)         | 118.3%        |
| Registration Fee           | \$162,056          | \$12,804         | \$193,017          | \$0          | (\$30,961)         | 119.1%        |
| Out-of-District Fee        | \$553,473          | \$37,795         | \$631,552          | \$0          | (\$78,079)         | 114.1%        |

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of May 2025**

|                               | Budget             |                  | (MTD) Actual       |            | Encumbrances       |      | Available     |      | % of Budget |      |
|-------------------------------|--------------------|------------------|--------------------|------------|--------------------|------|---------------|------|-------------|------|
|                               | 2025               | May              | 2025               | 2025       | 2025               | 2025 | 2025          | 2025 | 2025        | 2025 |
| Course and Lab Fees           | \$335,000          | \$15,716         | \$382,927          | \$0        | (\$47,927)         |      | 114.3%        |      |             |      |
| Distance Education Fees       | \$240,000          | \$23,002         | \$258,760          | \$0        | (\$18,760)         |      | 107.8%        |      |             |      |
| Distance Education Fees N/R   | \$7,830            | \$2,400          | \$10,500           | \$0        | (\$2,670)          |      | 134.1%        |      |             |      |
| Testing Fees                  | \$9,400            | \$190            | \$17,501           | \$0        | (\$8,101)          |      | 186.2%        |      |             |      |
| Testing Fees GED              | \$2,550            | \$0              | \$0                | \$0        | \$2,550            |      | 0.0%          |      |             |      |
| Testing Fees-Contract         | \$2,550            | \$90             | \$16,574           | \$0        | (\$14,024)         |      | 649.9%        |      |             |      |
| Late Registration Fees        | \$6,380            | \$100            | \$6,475            | \$0        | (\$95)             |      | 101.5%        |      |             |      |
| Schedule Change Fees          | \$2,850            | \$30             | \$2,560            | \$0        | \$290              |      | 89.8%         |      |             |      |
| Student Health Insurance Fees | \$60,000           | \$4,730          | \$51,329           | \$0        | \$8,671            |      | 85.5%         |      |             |      |
| SurCharge 3peat > 27 Dev hrs  | \$30,000           | \$2,040          | \$33,969           | \$0        | (\$3,969)          |      | 113.2%        |      |             |      |
| Other fees <sup>80</sup>      | \$0                | \$0              | \$0                | \$0        | \$0                |      | NaN           |      |             |      |
| <b>Total</b>                  | <b>\$3,020,960</b> | <b>\$201,844</b> | <b>\$3,508,688</b> | <b>\$0</b> | <b>(\$487,728)</b> |      | <b>116.1%</b> |      |             |      |
| <b>Exemptions/Waivers</b>     |                    |                  |                    |            |                    |      |               |      |             |      |
| Competitive Waiver            | (\$34,650)         | (\$546)          | (\$18,655)         | \$0        | (\$15,995)         |      | 53.8%         |      |             |      |
| Foster Care                   | (\$23,342)         | \$467            | (\$34,618)         | \$0        | \$11,276           |      | 148.3%        |      |             |      |
| Hazelwood Waiver Credit       | (\$16,830)         | \$0              | (\$13,851)         | \$0        | (\$2,979)          |      | 82.3%         |      |             |      |
| Hazelwood Dependant           | (\$41,200)         | \$0              | (\$57,588)         | \$0        | \$16,388           |      | 139.8%        |      |             |      |
| Concurrent Enrollment         | \$0                | \$0              | \$0                | \$0        | \$0                |      | NaN           |      |             |      |
| Blind                         | (\$5,400)          | \$0              | (\$1,620)          | \$0        | (\$3,780)          |      | 30.0%         |      |             |      |
| Fireman                       | (\$12,400)         | (\$744)          | (\$8,696)          | \$0        | (\$3,704)          |      | 70.1%         |      |             |      |
| Police                        | (\$1,650)          | \$0              | \$0                | \$0        | (\$1,650)          |      | 0.0%          |      |             |      |
| TEC 54.052                    | (\$102,300)        | (\$5,040)        | (\$116,767)        | \$0        | \$14,467           |      | 114.1%        |      |             |      |
| Military Waiver               | (\$13,200)         | \$0              | (\$8,108)          | \$0        | (\$5,092)          |      | 61.4%         |      |             |      |
| GISD Dual Credit              | (\$542,000)        | (\$17,986)       | (\$902,978)        | \$0        | \$360,978          |      | 166.6%        |      |             |      |

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of May 2025**

|                                      | Budget              | (MTD) Actual      | (YTD) Actual         | Encumbrances | Available        | % of Budget   |
|--------------------------------------|---------------------|-------------------|----------------------|--------------|------------------|---------------|
|                                      | 2025                | May               | 2025                 | 2025         | 2025             | 2025          |
| Other                                | (\$3,300)           | (\$273)           | (\$3,640)            | \$0          | \$340            | 110.3%        |
| <b>Total</b>                         | <b>(\$796,272)</b>  | <b>(\$24,122)</b> | <b>(\$1,166,522)</b> | <b>\$0</b>   | <b>\$370,250</b> | <b>146.5%</b> |
| <b>Local Taxes</b>                   |                     |                   |                      |              |                  |               |
| Current Taxes                        | \$18,052,945        | \$257,144         | \$17,305,254         | \$0          | \$747,691        | 95.9%         |
| Delinquent                           | \$230,000           | \$4,639           | \$206,319            | \$0          | \$23,681         | 89.7%         |
| Penalty & Interest                   | \$130,000           | \$18,666          | \$155,591            | \$0          | (\$25,591)       | 119.7%        |
| Other                                | \$5,100             | \$7,383           | \$27,443             | \$0          | (\$22,343)       | 538.1%        |
| <b>Total</b>                         | <b>\$18,418,045</b> | <b>\$287,831</b>  | <b>\$17,694,608</b>  | <b>\$0</b>   | <b>\$723,437</b> | <b>96.1%</b>  |
| <b>Local Revenue</b>                 |                     |                   |                      |              |                  |               |
| Interest Income                      | \$1,200,000         | \$127,779         | \$1,115,470          | \$0          | \$84,530         | 93.0%         |
| Miscellaneous Revenue                | \$10,500            | \$417             | \$29,021             | \$0          | (\$18,521)       | 276.4%        |
| Misc. Revenue-Vehicles               | \$3,000             | \$0               | \$2,693              | \$0          | \$307            | 89.8%         |
| Administrative Allowance             | \$3,800             | \$0               | \$23,173             | \$0          | (\$19,373)       | 609.8%        |
| Indirect Cost Recovery               | \$157,000           | \$0               | \$100,225            | \$0          | \$56,775         | 63.8%         |
| Legal Settlements                    | \$0                 | \$0               | \$0                  | \$0          | \$0              | NaN           |
| Insurance Reimbursements             | \$0                 | \$0               | \$33,880             | \$0          | (\$33,880)       | Infinity      |
| Donations                            | \$0                 | \$0               | \$0                  | \$0          | \$0              | NaN           |
| Sales and Services                   | \$8,400             | \$0               | \$17,053             | \$0          | (\$8,653)        | 203.0%        |
| <b>Total</b>                         | <b>\$1,382,700</b>  | <b>\$128,195</b>  | <b>\$1,321,513</b>   | <b>\$0</b>   | <b>\$61,187</b>  | <b>95.6%</b>  |
| <b>Inter-Fund Appropriations</b>     |                     |                   |                      |              |                  |               |
| Transfers from Ed & Gen (Fund Bal... | \$0                 | \$0               | \$0                  | \$0          | \$0              | NaN           |
| Transfers from Federal Grants        | \$0                 | \$0               | \$0                  | \$0          | \$0              | NaN           |
| Transfers from Bond Revenue          | \$0                 | \$0               | \$0                  | \$0          | \$0              | NaN           |

Galveston College  
Fund 11 Detail Rev\Exp  
as of the end of May 2025

|               | Budget       | (MTD) Actual | (YTD) Actual | Encumbrances | Available   | % of Budget |
|---------------|--------------|--------------|--------------|--------------|-------------|-------------|
|               | 2025         | May          | 2025         | 2025         | 2025        | 2025        |
| Total         | \$0          | \$0          | \$0          | \$0          | \$0         | NaN         |
| Total Revenue | \$30,330,060 | \$839,127    | \$29,050,172 | \$0          | \$1,279,888 | 96%         |

Galveston College

Fund 11 Detail Rev\Exp

as of the end of May 2025

| Budget | (MTD) Actual | (YTD) Actual | Encumbrances | Available | % of Budget |
|--------|--------------|--------------|--------------|-----------|-------------|
| 2025   | May          | 2025         | 2025         | 2025      | 2025        |

Exp by State Classification

Instructional

|                      |           |          |           |          |           |        |
|----------------------|-----------|----------|-----------|----------|-----------|--------|
| Welding              | \$400,476 | \$44,274 | \$277,867 | \$20,249 | \$102,359 | 69.4%  |
| Biology              | \$364,892 | \$32,628 | \$264,351 | \$0      | \$100,541 | 72.4%  |
| Biotechnology        | \$0       | \$0      | \$0       | \$0      | \$0       | NaN    |
| Chemistry            | \$216,115 | \$17,811 | \$145,981 | \$2,706  | \$67,428  | 67.5%  |
| Env Science          | \$41,736  | \$5,275  | \$32,185  | \$16     | \$9,535   | 77.1%  |
| Physics              | \$130,722 | \$8,852  | \$81,042  | \$0      | \$49,680  | 62.0%  |
| Accounting           | \$83,171  | \$6,332  | \$59,091  | \$0      | \$24,080  | 71.0%  |
| Accounting Tech      | \$0       | \$0      | \$0       | \$0      | \$0       | NaN    |
| Business Admin       | \$11,433  | \$703    | \$5,770   | \$0      | \$5,663   | 50.5%  |
| Hosp/Tourism         | \$12,660  | \$1,158  | \$9,976   | \$0      | \$2,684   | 78.8%  |
| Medical Office Admin | \$226,993 | \$22,107 | \$188,056 | \$410    | \$38,527  | 82.8%  |
| Logistics Op         | \$97,538  | \$7,753  | \$44,191  | \$36     | \$53,311  | 45.3%  |
| Med Off Admin        | \$0       | \$0      | \$0       | \$0      | \$0       | NaN    |
| Sm Bus Manage        | \$0       | \$0      | \$0       | \$0      | \$0       | NaN    |
| Office Tech          | \$0       | \$0      | \$0       | \$0      | \$0       | NaN    |
| Paralegal            | \$0       | \$0      | \$0       | \$0      | \$0       | NaN    |
| Speech               | \$104,420 | \$7,597  | \$70,035  | \$0      | \$34,385  | 67.1%  |
| Comp. Science        | \$31,259  | \$3,644  | \$33,056  | \$0      | (\$1,797) | 105.7% |
| Comp. Tech.          | \$104,455 | \$1,196  | \$11,762  | \$0      | \$92,693  | 11.3%  |
| Culinary Arts        | \$169,728 | \$20,331 | \$132,961 | \$2,230  | \$34,538  | 78.3%  |
| Cosmetology          | \$260,815 | \$20,897 | \$211,963 | \$2,450  | \$46,402  | 81.3%  |
| Engineering          | \$5,606   | \$0      | \$0       | \$0      | \$5,606   | 0.0%   |

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of May 2025**

|                   | Budget    |          | (MTD) Actual |         | (YTD) Actual |           | Encumbrances |      | Available |      | % of Budget |      |
|-------------------|-----------|----------|--------------|---------|--------------|-----------|--------------|------|-----------|------|-------------|------|
|                   | 2025      | May      | 2025         | May     | 2025         | 2025      | 2025         | 2025 | 2025      | 2025 | 2025        | 2025 |
| Develop-Read      | \$133,004 | \$12,208 | \$114,025    | \$0     | \$0          | \$18,979  | 85.7%        |      |           |      |             |      |
| Develop-Write     | \$0       | \$0      | \$0          | \$0     | \$0          | \$0       | NaN          |      |           |      |             |      |
| Develop-Other     | \$0       | \$0      | \$0          | \$0     | \$0          | \$0       | NaN          |      |           |      |             |      |
| Education         | \$17,224  | \$3,095  | \$19,084     | \$0     | \$0          | (\$1,860) | 110.8%       |      |           |      |             |      |
| English           | \$338,656 | \$26,439 | \$258,267    | \$0     | \$0          | \$80,389  | 76.3%        |      |           |      |             |      |
| Humanities        | \$5,685   | \$0      | \$568        | \$0     | \$0          | \$5,118   | 10.0%        |      |           |      |             |      |
| Philosophy        | \$22,232  | \$1,899  | \$22,787     | \$0     | \$0          | (\$555)   | 102.5%       |      |           |      |             |      |
| Foreign Lang-SPAN | \$27,526  | \$176    | \$4,783      | \$0     | \$0          | \$22,743  | 17.4%        |      |           |      |             |      |
| Nursing-RN        | \$993,196 | \$64,861 | \$573,065    | \$3,928 | \$0          | \$416,203 | 57.7%        |      |           |      |             |      |
| Nursing Admin     | \$191,897 | \$15,129 | \$125,153    | \$0     | \$0          | \$66,744  | 65.2%        |      |           |      |             |      |
| Allied Health     | \$0       | \$0      | \$0          | \$0     | \$0          | \$0       | NaN          |      |           |      |             |      |
| Clinical Research | \$0       | \$0      | \$0          | \$0     | \$0          | \$0       | NaN          |      |           |      |             |      |
| Emer Med Serv     | \$376,068 | \$34,463 | \$236,130    | \$5,391 | \$0          | \$134,547 | 62.8%        |      |           |      |             |      |
| Imaging-CT        | \$150,356 | \$11,854 | \$100,200    | \$2,441 | \$0          | \$47,715  | 66.6%        |      |           |      |             |      |
| Imaging-MRI       | \$152,337 | \$13,613 | \$109,079    | \$0     | \$0          | \$43,258  | 71.6%        |      |           |      |             |      |
| Imaging-Mam       | \$0       | \$0      | \$0          | \$0     | \$0          | \$0       | NaN          |      |           |      |             |      |
| Imaging-Nuclear   | \$209,887 | \$14,688 | \$131,609    | \$172   | \$0          | \$78,106  | 62.7%        |      |           |      |             |      |
| Imaging-Rad Thy   | \$198,792 | \$14,989 | \$136,534    | \$1,342 | \$0          | \$60,916  | 68.7%        |      |           |      |             |      |
| Imaging-Rad Tch   | \$571,137 | \$40,748 | \$393,943    | \$1,822 | \$0          | \$175,372 | 69.0%        |      |           |      |             |      |
| Ophthalmic Asst   | \$0       | \$0      | \$0          | \$0     | \$0          | \$0       | NaN          |      |           |      |             |      |
| Pharmacy Tech     | \$0       | \$0      | \$0          | \$0     | \$0          | \$0       | NaN          |      |           |      |             |      |
| Phlebotomy Tech   | \$0       | \$0      | \$0          | \$0     | \$0          | \$0       | NaN          |      |           |      |             |      |
| Sonography        | \$226,664 | \$15,614 | \$151,572    | \$675   | \$0          | \$74,417  | 66.9%        |      |           |      |             |      |
| Surgical Tech     | \$151,745 | \$13,098 | \$94,167     | \$1,484 | \$0          | \$56,094  | 62.1%        |      |           |      |             |      |

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of May 2025**

|                            | Budget    |          | (MTD) Actual |           | (YTD) Actual |           | Encumbrances |      | Available |      | % of Budget |      |
|----------------------------|-----------|----------|--------------|-----------|--------------|-----------|--------------|------|-----------|------|-------------|------|
|                            | 2025      | May      | 2025         | May       | 2025         | 2025      | 2025         | 2025 | 2025      | 2025 | 2025        | 2025 |
| Nursing-LVN                | \$173,810 | \$14,637 | \$122,071    | \$122,071 | \$250        | \$51,489  | 70.2%        |      |           |      |             |      |
| Develop-Math               | \$319,917 | \$26,488 | \$246,390    | \$246,390 | \$0          | \$73,527  | 77.0%        |      |           |      |             |      |
| Mathematics                | \$399,810 | \$30,638 | \$270,522    | \$270,522 | \$0          | \$129,288 | 67.7%        |      |           |      |             |      |
| Auto Tech                  | \$0       | \$0      | \$0          | \$0       | \$0          | \$0       | NaN          |      |           |      |             |      |
| HVAC Tech                  | \$126,309 | \$9,720  | \$86,126     | \$86,126  | \$5,411      | \$34,772  | 68.2%        |      |           |      |             |      |
| Industrial Sys             | \$0       | \$0      | \$0          | \$0       | \$0          | \$0       | NaN          |      |           |      |             |      |
| Electrical and Electronics | \$134,310 | \$15,368 | \$89,725     | \$89,725  | \$8,288      | \$36,297  | 66.8%        |      |           |      |             |      |
| Instrumentation            | \$125,950 | \$10,119 | \$90,779     | \$90,779  | \$40         | \$35,131  | 72.1%        |      |           |      |             |      |
| Fitness Center             | \$141,661 | \$10,445 | \$98,815     | \$98,815  | \$475        | \$42,371  | 69.8%        |      |           |      |             |      |
| Physical Ed.               | \$127,884 | \$11,540 | \$105,453    | \$105,453 | \$30         | \$22,402  | 82.5%        |      |           |      |             |      |
| CJ-Académic                | \$88,757  | \$6,707  | \$61,121     | \$61,121  | \$5,820      | \$21,816  | 68.9%        |      |           |      |             |      |
| Law Enforcement            | \$188,159 | \$18,717 | \$123,889    | \$123,889 | \$248        | \$64,022  | 65.8%        |      |           |      |             |      |
| Economics                  | \$63,717  | \$4,475  | \$39,861     | \$39,861  | \$0          | \$23,856  | 62.6%        |      |           |      |             |      |
| Government/PS              | \$123,138 | \$10,161 | \$55,455     | \$55,455  | \$0          | \$67,683  | 45.0%        |      |           |      |             |      |
| History/Geog.              | \$121,008 | \$11,243 | \$112,870    | \$112,870 | \$0          | \$8,138   | 93.3%        |      |           |      |             |      |
| Psychology                 | \$132,662 | \$13,723 | \$113,446    | \$113,446 | \$0          | \$19,216  | 85.5%        |      |           |      |             |      |
| Sociology                  | \$36,948  | \$6,366  | \$37,588     | \$37,588  | \$0          | (\$640)   | 101.7%       |      |           |      |             |      |
| Art                        | \$149,026 | \$11,938 | \$112,660    | \$112,660 | \$162        | \$36,204  | 75.6%        |      |           |      |             |      |
| Digital Imaging            | \$0       | \$0      | \$0          | \$0       | \$0          | \$0       | NaN          |      |           |      |             |      |
| Drama / Theater            | \$163,095 | \$15,989 | \$120,582    | \$120,582 | \$0          | \$42,513  | 73.9%        |      |           |      |             |      |
| Music                      | \$45,377  | \$2,863  | \$29,703     | \$29,703  | \$0          | \$15,674  | 65.5%        |      |           |      |             |      |
| Business (Bachelors)       | \$61,857  | \$0      | \$0          | \$0       | \$0          | \$61,857  | 0.0%         |      |           |      |             |      |
| Medical Bachelors          | \$201,329 | \$15,944 | \$151,234    | \$151,234 | \$0          | \$50,095  | 75.1%        |      |           |      |             |      |
| Nursing BSN                | \$233,856 | \$14,875 | \$81,993     | \$81,993  | \$399        | \$151,463 | 35.1%        |      |           |      |             |      |

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of May 2025**

|                                       | Budget<br>2025     | (MTD) Actual<br>May | (YTD) Actual<br>2025 | Encumbrances<br>2025 | Available<br>2025  | % of Budget<br>2025 |
|---------------------------------------|--------------------|---------------------|----------------------|----------------------|--------------------|---------------------|
| Accreditation                         | \$49,500           | \$0                 | \$25,712             | \$0                  | \$23,788           | 51.9%               |
| Accreditation QEP                     | \$95,237           | \$5,580             | \$55,837             | \$1,650              | \$37,749           | 58.6%               |
| ATD                                   | \$0                | \$0                 | \$0                  | \$0                  | \$0                | NaN                 |
| Faculty Dev.                          | \$59,300           | \$7,031             | \$48,988             | \$0                  | \$10,312           | 82.6%               |
| Lecture Series                        | \$6,250            | \$500               | \$1,261              | \$0                  | \$4,989            | 20.2%               |
| CE-Workforce                          | \$63,100           | \$2,772             | \$23,281             | \$3,033              | \$36,785           | 36.9%               |
| CE Cisco                              | \$0                | \$0                 | \$0                  | \$0                  | \$0                | NaN                 |
| CE Allied Health                      | \$208,480          | \$18,109            | \$154,038            | \$7,304              | \$47,139           | 73.9%               |
| <b>Total Instructional</b>            | <b>\$9,668,871</b> | <b>\$779,377</b>    | <b>\$6,498,651</b>   | <b>\$78,463</b>      | <b>\$3,091,757</b> | <b>67%</b>          |
| <b>Community Service</b>              |                    |                     |                      |                      |                    |                     |
| CE Leisure Learning                   | \$65,783           | \$17,845            | \$40,905             | \$17,646             | \$7,231            | 62.2%               |
| CE Children Programs                  | \$0                | \$0                 | \$0                  | \$0                  | \$0                | NaN                 |
| <b>Total Community Service</b>        | <b>\$65,783</b>    | <b>\$17,845</b>     | <b>\$40,905</b>      | <b>\$17,646</b>      | <b>\$7,231</b>     | <b>62.2%</b>        |
| <b>Academic Support</b>               |                    |                     |                      |                      |                    |                     |
| Vice President of Instruction         | \$303,425          | \$24,551            | \$222,235            | \$64                 | \$81,126           | 73.2%               |
| Arts & Sciences Administration        | \$58,201           | \$4,729             | \$43,444             | \$101                | \$14,656           | 74.6%               |
| Tech\Professional Ed. Administration  | \$261,207          | \$21,368            | \$190,968            | \$668                | \$69,572           | 73.1%               |
| Adult & Continuing Ed. Administration | \$260,515          | \$19,642            | \$174,411            | \$1,028              | \$85,076           | 66.9%               |
| Distance Education Administration     | \$188,995          | \$14,938            | \$137,745            | \$45                 | \$51,205           | 72.9%               |
| Hamshire - Fannett Administration     | \$0                | \$0                 | \$0                  | \$0                  | \$0                | NaN                 |
| Grants Development                    | \$78,339           | \$6,464             | \$22,859             | \$150                | \$55,330           | 29.2%               |
| Library & Learning Resources          | \$452,744          | \$27,109            | \$333,700            | \$9,544              | \$109,500          | 73.7%               |
| Media Services                        | \$57,477           | \$5,812             | \$43,620             | \$905                | \$12,952           | 75.9%               |

**Galveston College**  
**Fund 11 Detail Rev/Exp**  
**as of the end of May 2025**

|                                    | Budget             |     | (MTD) Actual (YTD) Actual |                    | Encumbrances     |      | Available        |      | % of Budget  |      |
|------------------------------------|--------------------|-----|---------------------------|--------------------|------------------|------|------------------|------|--------------|------|
|                                    | 2025               | May | 2025                      | 2025               | 2025             | 2025 | 2025             | 2025 | 2025         | 2025 |
| Student Success Center (Tutoring)  | \$193,101          |     | \$23,163                  | \$119,955          | \$66             |      | \$73,080         |      | 62.1%        |      |
| Testing Center                     | \$218,805          |     | \$17,623                  | \$130,157          | \$0              |      | \$88,648         |      | 59.5%        |      |
| <b>Total For Academic Support</b>  | <b>\$2,072,809</b> |     | <b>\$165,399</b>          | <b>\$1,419,093</b> | <b>\$12,571</b>  |      | <b>\$641,145</b> |      | <b>68.5%</b> |      |
| <b>Student Services</b>            |                    |     |                           |                    |                  |      |                  |      |              |      |
| Vice President of Student Services | \$374,740          |     | \$25,141                  | \$250,408          | \$15,085         |      | \$109,247        |      | 66.8%        |      |
| Admissions\Records                 | \$609,739          |     | \$50,323                  | \$437,575          | \$27             |      | \$172,136        |      | 71.8%        |      |
| Campus Security                    | \$665,452          |     | \$52,843                  | \$445,581          | \$164,184        |      | \$55,688         |      | 67.0%        |      |
| Counseling                         | \$720,313          |     | \$53,166                  | \$456,216          | \$621            |      | \$263,476        |      | 63.3%        |      |
| Financial Aid                      | \$419,623          |     | \$35,054                  | \$315,643          | \$7              |      | \$103,974        |      | 75.2%        |      |
| Student Activities                 | \$83,351           |     | \$0                       | \$36,215           | \$0              |      | \$47,136         |      | 43.4%        |      |
| Phi Theta Kappa                    | \$0                |     | \$0                       | \$0                | \$0              |      | \$0              |      | NaN          |      |
| <b>Total For Student Services</b>  | <b>\$2,873,218</b> |     | <b>\$216,527</b>          | <b>\$1,941,638</b> | <b>\$179,924</b> |      | <b>\$751,657</b> |      | <b>67.6%</b> |      |
| <b>Institutional Support</b>       |                    |     |                           |                    |                  |      |                  |      |              |      |
| Board of Regents                   | \$47,750           |     | \$38                      | \$26,157           | \$186            |      | \$21,407         |      | 54.8%        |      |
| President                          | \$654,820          |     | \$39,843                  | \$346,941          | \$280            |      | \$307,599        |      | 53.0%        |      |
| General Institutional Expenses     | \$593,038          |     | \$24,834                  | \$144,136          | \$20             |      | \$448,881        |      | 24.3%        |      |
| Vice President for Administration  | \$220,484          |     | \$18,280                  | \$160,150          | \$19             |      | \$60,315         |      | 72.6%        |      |
| Business Services                  | \$962,678          |     | \$96,042                  | \$703,003          | \$11,170         |      | \$248,504        |      | 73.0%        |      |
| Human Resources & Risk Mgmt.       | \$437,859          |     | \$38,369                  | \$291,715          | \$16,828         |      | \$129,316        |      | 66.6%        |      |
| Professional Development           | \$10,400           |     | \$0                       | \$5,559            | \$0              |      | \$4,841          |      | 53.5%        |      |
| Purchasing                         | \$94,338           |     | \$7,102                   | \$66,299           | \$869            |      | \$27,170         |      | 70.3%        |      |
| Research and Planning              | \$254,039          |     | \$10,060                  | \$171,844          | \$691            |      | \$81,505         |      | 67.6%        |      |
| Information Technology             | \$1,814,248        |     | \$96,908                  | \$1,583,970        | \$88,724         |      | \$141,554        |      | 87.3%        |      |

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of May 2025**

|  | Budget 2025        | (MTD) Actual May 2025 | (YTD) Actual 2025  | Encumbrances 2025 | Available 2025     | % of Budget 2025 |
|--|--------------------|-----------------------|--------------------|-------------------|--------------------|------------------|
| Communications                         | \$79,857           | \$3,630               | \$63,938           | \$10,043          | \$5,876            | 80.1%            |
| Vice Pres. Community Engagement        | \$0                | \$0                   | \$0                | \$0               | \$0                | NaN              |
| Development                            | \$282,534          | \$10,799              | \$131,520          | \$896             | \$150,117          | 46.6%            |
| GC Foundation                          | \$72,789           | \$2,691               | \$28,237           | \$373             | \$44,179           | 38.8%            |
| Marketing & Media                      | \$709,605          | \$49,515              | \$496,372          | \$120,438         | \$92,795           | 70.0%            |
| <b>Total for Institutional Support</b> | <b>\$6,234,439</b> | <b>\$398,111</b>      | <b>\$4,219,842</b> | <b>\$250,538</b>  | <b>\$1,764,059</b> | <b>67.7%</b>     |
| <b>Staff Benefits</b>                  |                    |                       |                    |                   |                    |                  |
| Staff Benefits - State Eligible        | \$31,874           | \$0                   | \$43,350           | \$0               | (\$11,476)         | 136.0%           |
| Staff Benefits - Non-State Eligible    | \$0                | \$0                   | \$0                | \$0               | \$0                | NaN              |
| Staff Benefits - Retirees              | \$0                | \$0                   | \$0                | \$0               | \$0                | NaN              |
| <b>Total For Staff Benefits</b>        | <b>\$31,874</b>    | <b>\$0</b>            | <b>\$43,350</b>    | <b>\$0</b>        | <b>(\$11,476)</b>  | <b>136.0%</b>    |
| <b>Operations and Maintenance</b>      |                    |                       |                    |                   |                    |                  |
| Plant Administration                   | \$955,415          | \$16,032              | \$834,546          | \$0               | \$120,869          | 87.3%            |
| Building Maintenance                   | \$1,139,912        | \$43,023              | \$735,108          | \$195,649         | \$209,156          | 64.5%            |
| Custodial Services                     | \$705,331          | \$60,119              | \$520,886          | \$16,653          | \$167,792          | 73.8%            |
| Custodial Services Tech Center         | \$0                | \$0                   | \$0                | \$0               | \$0                | NaN              |
| Grounds Maintenance                    | \$86,000           | \$0                   | \$61,593           | \$17,228          | \$7,179            | 71.6%            |
| Grounds Maintenance Tech Center        | \$0                | \$0                   | \$0                | \$0               | \$0                | NaN              |
| Transportation                         | \$21,000           | \$1,223               | \$5,679            | \$8,379           | \$6,941            | 27.0%            |
| Utilities                              | \$965,000          | \$63,589              | \$511,444          | \$353,964         | \$99,592           | 53.0%            |
| Utilities Tech Center                  | \$128,500          | \$5,348               | \$53,479           | \$51,143          | \$23,878           | 41.6%            |
| <b>Total for Operations and M...</b>   | <b>\$4,001,158</b> | <b>\$189,333</b>      | <b>\$2,722,735</b> | <b>\$643,016</b>  | <b>\$635,407</b>   | <b>68.0%</b>     |
| <b>Inter-Fund Appropriations</b>       |                    |                       |                    |                   |                    |                  |

Galveston College

Fund 11 Detail Rev/Exp

as of the end of May 2025

|                                       | Budget              |  | (MTD) Actual       |                     | (YTD) Actual       |                    | Encumbrances |      | Available |      | % of Budget |              |
|---------------------------------------|---------------------|--|--------------------|---------------------|--------------------|--------------------|--------------|------|-----------|------|-------------|--------------|
|                                       | 2025                |  | May                | 2025                | 2025               | 2025               | 2025         | 2025 | 2025      | 2025 | 2025        | 2025         |
| Transfers to Auxiliary                | \$758,786           |  | \$108,207          | \$354,250           | \$0                | \$404,536          |              |      |           |      |             | 46.7%        |
| Transfers to Student Activity Fund    | \$62,269            |  | \$4,191            | \$72,407            | \$0                | (\$10,138)         |              |      |           |      |             | 116.3%       |
| Transfer to State Eligible Ben        | \$1,528,104         |  | \$117,019          | \$924,206           | \$0                | \$603,898          |              |      |           |      |             | 60.5%        |
| Transfers to State Grants & Aid       | \$169,849           |  | \$0                | \$167,849           | \$0                | \$2,000            |              |      |           |      |             | 98.8%        |
| Transfers to Bond Revenue             | \$1,862,900         |  | \$0                | \$1,862,400         | \$0                | \$500              |              |      |           |      |             | 100.0%       |
| Transfer to Construction              | \$0                 |  | \$0                | \$0                 | \$0                | \$0                |              |      |           |      |             | NaN          |
| Transfers to Capital Project          | \$1,000,000         |  | \$0                | \$0                 | \$0                | \$1,000,000        |              |      |           |      |             | 0.0%         |
| Transfers to Fixed Assets             | \$0                 |  | \$0                | \$0                 | \$0                | \$0                |              |      |           |      |             | NaN          |
| <b>Total Inter-Fund Appropriat...</b> | <b>\$5,381,908</b>  |  | <b>\$229,418</b>   | <b>\$3,381,112</b>  | <b>\$0</b>         | <b>\$2,000,796</b> |              |      |           |      |             | <b>62.8%</b> |
| <b>Expenditures Total</b>             | <b>\$30,330,060</b> |  | <b>\$1,996,010</b> | <b>\$20,267,327</b> | <b>\$1,182,158</b> | <b>\$8,880,575</b> |              |      |           |      |             | <b>66.8%</b> |

**Auxiliary Fund  
as of May 31, 2025**

| May 31, 2025                           | Current year     |                | Current ...      |            | Current ...    |            | Current year |      | Current year |      |
|--|------------------|----------------|------------------|------------|----------------|------------|--------------|------|--------------|------|
|  | Budget           | (MTD) Actual   | (YTD) Act...     | Encumbr... | Remaining      | % Expended | 2025         | 2025 | 2025         | 2025 |
| <b>Revenue by State Classification</b> |                  |                |                  |            |                |            |              |      |              |      |
| Inter-Fund Appropria...                | 758,786          | 108,207        | 354,250          | 0          | 404,536        | 47%        |              |      |              |      |
| Bookstore Commission                   | 45,000           | 0              | 29,607           | 0          | \$15,393       | 66%        |              |      |              |      |
| Student Housing                        | 358,585          | 8,900          | 413,921          | 0          | (55,336)       | 115%       |              |      |              |      |
| Food Service                           | 500,518          | 500            | 525,571          | 0          | (25,053)       | 105%       |              |      |              |      |
| Special Event                          | 0                | 0              | 0                | 0          | 0              | NaN        |              |      |              |      |
| Sales and Services                     | 186,170          | 1,437          | 90,297           | 0          | 95,873         | 49%        |              |      |              |      |
| <b>Total Revenue</b>                   | <b>1,849,059</b> | <b>119,045</b> | <b>1,413,646</b> | <b>0</b>   | <b>435,412</b> | <b>76%</b> |              |      |              |      |

**Expenditures by Department**

|                           |                  |                |                  |                  |                |            |  |  |  |  |
|---------------------------|------------------|----------------|------------------|------------------|----------------|------------|--|--|--|--|
| Bookstore (Retiree)       | 0                | 0              | 0                | 0                | 0              | NaN        |  |  |  |  |
| Student Housing           | 57,691           | 1,934          | 16,168           | 0                | 41,523         | 28%        |  |  |  |  |
| Food Service              | 413,348          | 32,429         | 373,317          | 0                | 40,031         | 90%        |  |  |  |  |
| Print Shop                | 117,096          | 10,875         | 77,285           | 23,016           | 16,795         | 66%        |  |  |  |  |
| Special Event             | 0                | 0              | 0                | 0                | 0              | NaN        |  |  |  |  |
| Athletics General         | 116,335          | 5,375          | 56,307           | 758              | 59,271         | 48%        |  |  |  |  |
| Baseball                  | 504,838          | 70,639         | 447,068          | 1,649            | 56,121         | 89%        |  |  |  |  |
| Softball                  | 423,851          | (31,751)       | 351,153          | 1,780            | 70,918         | 83%        |  |  |  |  |
| General Institutional     | 215,900          | 29,544         | 92,349           | 13,598           | 109,953        | 43%        |  |  |  |  |
| Transfer to Construction  | 0                | 0              | 0                | 0                | 0              | NaN        |  |  |  |  |
| <b>Expenditures Total</b> | <b>1,849,059</b> | <b>119,045</b> | <b>1,413,646</b> | <b>40,801.15</b> | <b>394,612</b> | <b>76%</b> |  |  |  |  |

**Auxiliary Fund  
as of May 31, 2025**

| <b>Expenditures by Type</b> |                  |                |                  |               |                |            |  |  |
|-----------------------------|------------------|----------------|------------------|---------------|----------------|------------|--|--|
| General Operating           | 259,994          | 9,379          | 111,173          | 16,526        | 132,295        | 43%        |  |  |
| Contracted Services         | 544,830          | 43,918         | 461,810          | 20,896        | 62,124         | 85%        |  |  |
| Travel                      | 155,080          | 13,604         | 120,189          | 0             | 34,891         | 78%        |  |  |
| Equipment                   | 73,160           | 0              | 56,233           | 3,379         | 13,548         | 77%        |  |  |
| Special Event               | 0                | 0              | 0                | 0             | 0              | NaN        |  |  |
| Transfer to Scholars...     | 25,000           | 25,000         | 25,000           | 0             | 0              | 100%       |  |  |
| Transfer to Construction    | 0                | 0              | 0                | 0             | 0              | NaN        |  |  |
| Scholarships                | 432,296          | 0              | 397,343          | 0             | 34,953         | 92%        |  |  |
| Salaries & Stipends         | 279,557          | 21,289         | 189,367          | 0             | 90,190         | 68%        |  |  |
| Staff Benefits              | 79,142           | 5,854          | 52,531           | 0             | 26,611         | 66%        |  |  |
| <b>Expenditures Total</b>   | <b>1,849,059</b> | <b>119,045</b> | <b>1,413,646</b> | <b>40,801</b> | <b>394,612</b> | <b>76%</b> |  |  |

**Student Service Fund  
as of May 31, 2025**

| May 31, 2025                           | Current year    |                | Current year    |              | Current ... |                   | Current year |      | Current year |      |
|--|-----------------|----------------|-----------------|--------------|-------------|-------------------|--------------|------|--------------|------|
|  | Budget          | (MTD) Actual   | May             | (YTD) Act... | Encumbr...  | 2025              | Remaining    | 2025 | % Expended   | 2025 |
|  | 2025            |                |                 | 2025         |             | 2025              |              |      |              |      |
| <b>Revenue by State Classification</b> |                 |                |                 |              |             |                   |              |      |              |      |
| Interfund Appropriations               | 62,269          | 4,191          | 72,407          | 0            | 0           | (10,138)          | 116%         |      |              |      |
| Fund Balance Transfer                  | 0               | 0              | 0               | 0            | 0           | 0                 | NaN          |      |              |      |
| <b>Total Revenue</b>                   | <b>\$62,269</b> | <b>\$4,191</b> | <b>\$72,407</b> | <b>\$0</b>   | <b>\$0</b>  | <b>(\$10,138)</b> | <b>116%</b>  |      |              |      |

**Expenditures by Department**

|                           |               |              |               |              |               |            |
|---------------------------|---------------|--------------|---------------|--------------|---------------|------------|
| Student Activities        | 31,950        | 1,278        | 15,613        | 1,519        | 14,818        | 49%        |
| Student Government        | 27,719        | 164          | 24,451        | 4,972        | (1,704)       | 88%        |
| Phi Theta Kappa           | 2,600         | 0            | 0             | 0            | 2,600         | 0%         |
| <b>Expenditures Total</b> | <b>62,269</b> | <b>1,442</b> | <b>40,064</b> | <b>6,491</b> | <b>15,714</b> | <b>64%</b> |

**Expenditures by Type**

|                           |               |              |               |              |               |            |
|---------------------------|---------------|--------------|---------------|--------------|---------------|------------|
| General Operating         | 32,556        | 242          | 13,473        | 6,094        | 12,989        | 41%        |
| Contracted Services       | 0             | 0            | 0             | 0            | 0             | NaN        |
| Travel                    | 19,713        | 0            | 7,141         | 397          | 12,175        | 36%        |
| Equipment                 | 0             | 0            | 12,250        | 0            | (12,250)      | Infinity   |
| Scholarships              | 0             | 0            | 0             | 0            | 0             | NaN        |
| Salaries & Stipends       | 10,000        | 1,200        | 7,200         | 0            | 2,800         | 72%        |
| Staff Benefits            | 0             | 0            | 0             | 0            | 0             | NaN        |
| <b>Expenditures Total</b> | <b>62,269</b> | <b>1,442</b> | <b>40,064</b> | <b>6,491</b> | <b>15,714</b> | <b>64%</b> |

**GALVESTON COLLEGE**  
**Construction\Capital Project fund**  
**as of May 31, 2025**

|  | Current year<br>Budget (MTD) Actual<br>2025 | Current year<br>Actual<br>May 2025 | Current year<br>(YTD) Actual<br>2025 | Current year<br>Encumbrances<br>2025 | Current year<br>Remaining<br>2025 |
|--|---|------------------------------------|--------------------------------------|--------------------------------------|-----------------------------------|
| <b>Fund 71</b>   |   |                                    |                                      |                                      |                                   |
| <b>Revenue 2025</b>  |   |                                    |                                      |                                      |                                   |
| Fund Balance Transfer  | 10,753,540                                  | 0                                  | 0                                    | 0                                    | 10,753,540                        |
| <b>Total Revenue</b>   | <b>10,753,540</b>                           | <b>0</b>                           | <b>0</b>                             | <b>0</b>                             | <b>10,753,540</b>                 |
| <b>Expenditures</b>  |   |                                    |                                      |                                      |                                   |
| <b>2nd Floor Northern Remodel, Library (testing) and FA-207 Black Box Projects</b> |   |                                    |                                      |                                      |                                   |
| Facility Construction  | 2,356,400                                   | 0                                  | 781,182                              | 67,171                               | 1,508,046                         |
| Equipment  | 400,000                                     | 463                                | 44,530                               | 3,304                                | 352,166                           |
| Furniture  | 400,000                                     | 0                                  | 340,272                              | 1,879                                | 57,849                            |
| Contingency  | 235,640                                     | 0                                  | 0                                    | 0                                    | 235,640                           |
| Architectural & Engineering Fees   | 212,000                                     | 0                                  | 15,321                               | 49,554                               | 147,125                           |
| <b>Expenditures Total</b>  | <b>3,604,040</b>                            | <b>463</b>                         | <b>1,181,305</b>                     | <b>121,908</b>                       | <b>2,300,827</b>                  |
| <b>Softball field</b>  |   |                                    |                                      |                                      |                                   |
| Softball Feild-Construction  | 1,500,000                                   | 0                                  | 0                                    | 0                                    | 1,500,000                         |
| Softball Feild- Architectural and Engineering Fees                                 | 150,000                                     | 0                                  | 0                                    | 0                                    | 150,000                           |
| <b>Expenditures Total</b>  | <b>1,650,000</b>                            | <b>0</b>                           | <b>0</b>                             | <b>0</b>                             | <b>1,650,000</b>                  |
| <b>Electrical Transformer Upgrade</b>  |   |                                    |                                      |                                      |                                   |
| Electrical Transformer Upgrade- Construction                                       | 1,835,000                                   | 8,735                              | 651,174                              | 335,481                              | 848,345                           |
| Electrical Transformer Upgrade- Archit, and Engin.                                 | 48,000                                      | 3,480                              | 9,480                                | 44,400                               | (5,880)                           |
| Electrical Transformer Upgrade- Contingency  | 75,000                                      | 0                                  | 0                                    | 0                                    | 75,000                            |
| <b>Expenditures Total</b>  | <b>1,958,000</b>                            | <b>12,215</b>                      | <b>660,654</b>                       | <b>379,881</b>                       | <b>917,465</b>                    |

**GALVESTON COLLEGE**  
**Construction\Capital Project fund**  
**as of May 31, 2025**

| May 31, 2025                       | Current year<br>Budget<br>2025 | Current year<br>(MTD) Actual<br>May | Current year<br>(YTD) Actual<br>2025 | Current year<br>Encumbrances<br>2025 | Current year<br>Remaining<br>2025 |
|------------------------------------|--------------------------------|-------------------------------------|--------------------------------------|--------------------------------------|-----------------------------------|
| <b>Student Housing</b>             |                                |                                     |                                      |                                      |                                   |
| Facility Construction              | 1,500,000                      | 0                                   | 0                                    | 20,439                               | 1,479,561                         |
| Equipment                          | 150,000                        | 0                                   | 0                                    | 0                                    | 150,000                           |
| Furniture                          | 150,000                        | 0                                   | 0                                    | 0                                    | 150,000                           |
| Contingency                        | 300,000                        | 0                                   | 0                                    | 0                                    | 300,000                           |
| Architectural & Engineering Fees   | 150,000                        | 7,100                               | 14,600                               | 0                                    | 135,400                           |
| <b>Expenditures Total</b>          | <b>2,250,000</b>               | <b>7,100</b>                        | <b>14,600</b>                        | <b>20,439</b>                        | <b>2,214,961</b>                  |
| <b>Gym Roof and Floor</b>          |                                |                                     |                                      |                                      |                                   |
| Construction                       | 765,000                        | 0                                   | 0                                    | 0                                    | 765,000                           |
| Architectural and Engineering Fees | 76,500                         | 14,800                              | 14,800                               | 24,800                               | 36,900                            |
| <b>Expenditures Total</b>          | <b>841,500</b>                 | <b>14,800</b>                       | <b>14,800</b>                        | <b>24,800</b>                        | <b>801,900</b>                    |
| <b>Future Expansion</b>            |                                |                                     |                                      |                                      |                                   |
| Land\Bldg Acquisition              | 450,000                        | 0                                   | 757,600                              | 0                                    | (307,600)                         |
| <b>Projects Grand Total</b>        | <b>10,753,540</b>              | <b>34,578</b>                       | <b>2,628,959</b>                     | <b>547,028</b>                       | <b>7,577,553</b>                  |

**GALVESTON COLLEGE**  
**Construction\Capital Project fund**  
**as of May 31, 2025**

| May 31, 2025 | Current year<br>Budget<br>2025 | Current year<br>(MTD) Actual<br>May | Current year<br>(YTD) Actual<br>2025 | Current year<br>Encumbrances<br>2025 | Current year<br>Remaining<br>2025 |
|--------------|--------------------------------|-------------------------------------|--------------------------------------|--------------------------------------|-----------------------------------|
|--------------|--------------------------------|-------------------------------------|--------------------------------------|--------------------------------------|-----------------------------------|

**Nursing Health Sciences Building**

|                                |                  |               |                |          |                  |
|--------------------------------|------------------|---------------|----------------|----------|------------------|
| <b>Revenue</b>                 |                  |               |                |          |                  |
| Bond Proceeds                  | 2,094,367        | 12,325        | 165,233        | 0        | 1,929,134        |
| Transfer Bond Reserve interest | 131,348          | 0             | 0              | 0        | 131,348          |
| <b>Total Revenue</b>           | <b>2,225,715</b> | <b>12,325</b> | <b>165,233</b> | <b>0</b> | <b>2,060,482</b> |

**Expenditures**

|                           |                  |               |                |                 |                  |
|---------------------------|------------------|---------------|----------------|-----------------|------------------|
| Contingency-Owner         | 250,000          | 0             | 0              | 0               | 250,000          |
| Furniture\Equip- Capital  | 286,953          | 0             | 51,778         | (67,789)        | 302,964          |
| Facility Construction     | 1,639,112        | 12,325        | 102,520        | 20,751          | 1,515,841        |
| Arch and Engr Fees        | 49,650           | 0             | 10,935         | 0               | 38,715           |
| <b>Expenditures Total</b> | <b>2,225,715</b> | <b>12,325</b> | <b>165,233</b> | <b>(47,038)</b> | <b>2,107,520</b> |

|                                |            |                 |                    |                  |                  |
|--------------------------------|------------|-----------------|--------------------|------------------|------------------|
| <b>Fund Revenue Total</b>      | 12,979,255 | 12,325          | 165,233            | 0                | 12,814,022       |
| <b>Fund Expenditures Total</b> | 12,979,255 | 46,903          | 2,794,192          | 499,990          | 9,685,073        |
| <b>Fund 71 total</b>           | <b>0</b>   | <b>(34,578)</b> | <b>(2,628,959)</b> | <b>(499,990)</b> | <b>3,128,949</b> |

**GALVESTON COLLEGE**  
**Construction\Capital Project fund**  
**as of May 31, 2025**

|                                  | Current year<br>Budget<br>2025 | Current year<br>(MTD) Actual<br>May | Current year<br>(YTD) Actual<br>2025 | Current year<br>Encumbrances<br>2025 | Current year<br>Remaining<br>2025 |
|----------------------------------|--------------------------------|-------------------------------------|--------------------------------------|--------------------------------------|-----------------------------------|
| <b>Capital Projects Fund 72</b>  |                                |                                     |                                      |                                      |                                   |
| <b>Revenue</b>                   |                                |                                     |                                      |                                      |                                   |
| Transfer from Fund 11            | 1,000,000                      | 0                                   | 0                                    | 0                                    | 1,000,000                         |
| <b>Total Revenue</b>             | <b>1,000,000</b>               | <b>0</b>                            | <b>0</b>                             | <b>0</b>                             | <b>1,000,000</b>                  |
| <b>Expenditures</b>              |                                |                                     |                                      |                                      |                                   |
| IT Equipment                     | 535,400                        | 0                                   | 475,873                              | 0                                    | 59,527                            |
| Contracted Services (CE Program) | 33,000                         | 0                                   | 0                                    | 0                                    | 33,000                            |
| Media Equipment                  | 2,100                          | 0                                   | 0                                    | 0                                    | 2,100                             |
| <b>Expenditures Total</b>        | <b>570,500</b>                 | <b>0</b>                            | <b>475,873</b>                       | <b>0</b>                             | <b>94,627</b>                     |
| <b>Instructional</b>             |                                |                                     |                                      |                                      |                                   |
| Nuclear Medine Classroom         | 15,000                         | 0                                   | 0                                    | 0                                    | 15,000                            |
| <b>Expenditures Total</b>        | <b>15,000</b>                  | <b>0</b>                            | <b>0</b>                             | <b>0</b>                             | <b>15,000</b>                     |
| <b>Facilities</b>                |                                |                                     |                                      |                                      |                                   |
| Master Plan Archit. & Eng. Fees  | 150,000                        | 0                                   | 0                                    | 0                                    | 150,000                           |
| Culinary N-119 Dining Area       | 15,000                         | 0                                   | 0                                    | 0                                    | 15,000                            |
| <b>Expenditures Total</b>        | <b>165,000</b>                 | <b>0</b>                            | <b>0</b>                             | <b>0</b>                             | <b>165,000</b>                    |
| Salary Study                     | 50,000                         | 14,025                              | 28,050                               | 14,450                               | 7,500                             |
| <b>Expenditures Total</b>        | <b>50,000</b>                  | <b>14,025</b>                       | <b>28,050</b>                        | <b>14,450</b>                        | <b>7,500</b>                      |
| Score Board                      | 40,000                         | 0                                   | 39,614                               | 0                                    | 386                               |
| <b>Expenditures Total</b>        | <b>40,000</b>                  | <b>0</b>                            | <b>39,614</b>                        | <b>0</b>                             | <b>386</b>                        |

**GALVESTON COLLEGE**  
**Construction\Capital Project fund**  
**as of May 31, 2025**

| May 31, 2025                          | Current year<br>Budget 2025 | Current year<br>(MTD) Actual<br>May | Current year<br>(YTD) Actual<br>2025 | Current year<br>Encumbrances<br>2025 | Current year<br>Remaining<br>2025 |
|---------------------------------------|-----------------------------|-------------------------------------|--------------------------------------|--------------------------------------|-----------------------------------|
| <b>Student Services</b>               |                             |                                     |                                      |                                      |                                   |
| New- CRM Software                     | 100,000                     | 0                                   | 77,994                               | 0                                    | 22,006                            |
| <b>Expenditures Total</b>             | <b>100,000</b>              | <b>0</b>                            | <b>77,994</b>                        | <b>0</b>                             | <b>22,006</b>                     |
| <b>Student Life</b>                   |                             |                                     |                                      |                                      |                                   |
| E-Sport intial setup                  | 30,000                      | 0                                   | 0                                    | 0                                    | 30,000                            |
| <b>Expenditures Total</b>             | <b>30,000</b>               | <b>0</b>                            | <b>0</b>                             | <b>0</b>                             | <b>30,000</b>                     |
| <b>Virtual Reality\Immersive Tech</b> |                             |                                     |                                      |                                      |                                   |
|                                       | 29,500                      | 0                                   | 0                                    | 0                                    | 29,500                            |
| <b>Expenditures Total</b>             | <b>29,500</b>               | <b>0</b>                            | <b>0</b>                             | <b>0</b>                             | <b>29,500</b>                     |
| <b>Fund Revenue Total</b>             |                             |                                     |                                      |                                      |                                   |
|                                       | 1,000,000                   | 0                                   | 0                                    | 0                                    | 1,000,000                         |
| <b>Fund Expenditures Total</b>        | <b>1,000,000</b>            | <b>14,025</b>                       | <b>621,531</b>                       | <b>14,450</b>                        | <b>364,019</b>                    |
| <b>Fund 72 Total</b>                  | <b>0</b>                    | <b>(14,025)</b>                     | <b>(621,531)</b>                     | <b>(14,450)</b>                      | <b>635,981</b>                    |

GALVESTON COLLEGE

Bond Funds 51, 52, 53

| May 31, 2025                                  | Current year     | Current year     | Current year      | Current year      | Current year     | Current year    | Current year |
|---|------------------|------------------|-------------------|-------------------|------------------|-----------------|--------------|
|   | Budget 2025      | (MTD) Actual May | (YTD) Actual 2025 | Encumbrances 2025 | Remaining 2025   | % Expended 2025 |              |
| <b>Fund 51 Revenue-Bond Payment</b>           |                  |                  |                   |                   |                  |                 |              |
| Revenue                                       |                  |                  |                   |                   |                  |                 |              |
| Transfer from E&G                             | 1,862,900        | 0                | 1,862,400         | 0                 | 500              | 100.0%          |              |
| Interest income-Bond                          | 0                | 6,018            | 63,381            | 0                 | (63,381)         | Infinity        |              |
| <b>Revenue Total</b>                          | <b>1,862,900</b> | <b>6,018</b>     | <b>1,925,781</b>  | <b>0</b>          | <b>(62,881)</b>  | <b>103.4%</b>   |              |
| <b>Expenses</b>                               |                  |                  |                   |                   |                  |                 |              |
| Transfers to Bond Reserve (N/A)               | 0                | 0                | 0                 | 0                 | 0                | NaN             |              |
| Transfer to Interest and Sinking              | 1,862,900        | 0                | 1,272,540         | 0                 | 590,360          | 68.3%           |              |
| <b>Expenditures Total</b>                     | <b>1,862,900</b> | <b>0</b>         | <b>1,272,540</b>  | <b>0</b>          | <b>590,360</b>   | <b>68.3%</b>    |              |
| <b>Fund 52 Bond Interest and Sinking Fund</b> |                  |                  |                   |                   |                  |                 |              |
| Transfer from Bond Revenue Fd 51              | 1,862,900        | 0                | 1,272,540         | 0                 | 590,360          | 68.3%           |              |
| <b>Total Fund Revenue</b>                     | <b>1,862,900</b> | <b>0</b>         | <b>1,272,540</b>  | <b>0</b>          | <b>590,360</b>   | <b>68.3%</b>    |              |
| <b>Expenses</b>                               |                  |                  |                   |                   |                  |                 |              |
| Admin Fees\Professional Service               | 500              | 0                | 300               | 0                 | 200              | 60.0%           |              |
| Bond Redemption Principal                     | 765,000          | 0                | 765,000           | 0                 | 0                | 100.0%          |              |
| Bond Redemption Interest                      | 1,097,400        | 0                | 1,272,540         | 0                 | (175,140)        | 116.0%          |              |
| <b>Expenditures Total</b>                     | <b>1,862,900</b> | <b>0</b>         | <b>2,037,840</b>  | <b>0</b>          | <b>(174,940)</b> | <b>109.4%</b>   |              |
| <b>Fund 53 Bond Reserve</b>                   |                  |                  |                   |                   |                  |                 |              |
| Transfers from Bond Revenue                   | 0                | 0                | 0                 | 0                 | 0                | NaN             |              |
| Interest income-Reserve                       | 72,000           | 7,754            | 71,065            | 0                 | 935              | 98.7%           |              |
| <b>Revenue Total</b>                          | <b>72,000</b>    | <b>7,754</b>     | <b>71,065</b>     | <b>0</b>          | <b>935</b>       | <b>1</b>        |              |
| <b>Expenses</b>                               |                  |                  |                   |                   |                  |                 |              |
| Transfer to Construction                      | 72,000           | 0                | 0                 | 0                 | 72,000           | 0.0%            |              |
| <b>Expenditures Total</b>                     | <b>72,000</b>    | <b>0</b>         | <b>0</b>          | <b>0</b>          | <b>72,000</b>    | <b>0.0%</b>     |              |

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 Approval of Bid<br>to Replace the Roof on the Student Housing<br>Located at 4013 Avenue R  | _____                     | ✓<br>_____   | _____                                | 43                |
| #2 – Consider Facilities Committee<br>Recommendation Regarding Final Acceptance<br>of Completed Backfill Renovation Project and<br>Release of Retainage   | _____                     | ✓<br>_____   | _____                                | 44                |
| #3 – Consider Facilities Committee<br>Recommendation Regarding Approval of<br>Proposal to Replace the Roof Top Air-<br>Conditioning Unit for the I.T. Equipment<br>Room   | _____                     | ✓<br>_____   | _____                                | 52                |
| #4 – Consider Acceptance of Fiscal Year 2024-25<br>Third Quarter Investment Report  | _____                     | _____  | _____                                | 55                |
| #5 – Consider Adoption of Resolution Granting<br>Homestead Exemptions for the 2025 Tax Year   | _____                     | ✓<br>_____   | _____                                | 59                |
| #6 – Consider Approval of Instructional Agreements for<br>Dual Credit/Early Admissions Enrollment Classes<br>for Academic Year 2025-26 Including Addendums  | _____                     | _____  | _____                                | 62                |
| #7 – Consider Approval of Insurance Coverage Policy<br>Renewals for National Flood Insurance Program<br>(NFIP) and Texas Windstorm Insurance Association<br>(TWIA)  | _____                     | _____  | _____                                | 185               |
| #8 – Consider Approval of Proposal to Purchase Excess<br>Wind & Excess Flood Coverage for Property and<br>Contents for Named or Numbered Storms   | _____                     | ✓<br>_____   | _____                                | 189               |
| #9 – Consider Approval of Proposal to Purchase Texas<br>Association of School Boards Risk Management<br>Fund Insurance Coverage for All Other Perils<br>Property and Contents (Excluding Named or<br>Numbered Windstorms) | _____                     | _____  | _____                                | 191               |

|  |       |       |       |       |            |
|--|-------|-------|-------|-------|------------|
| <b>#10</b> – Consider Approval of Proposal to Purchase Texas Association of School Boards Risk Management Fund Insurance Coverage for Unemployment and Workers’ Compensation | <hr/> | <hr/> | <hr/> | <hr/> | <u>207</u> |
| <b>#11</b> – Consider Approval of Proposals to Purchase Intercollegiate Athletics and Activities Accident and Catastrophic Insurance Policies                                | <hr/> | <hr/> | <hr/> | <hr/> | <u>208</u> |
| <b>#12</b> – Consider Approval of Insurance Coverage Policy Required for Cupola Loan Agreement   | <hr/> | <hr/> | <hr/> | <hr/> | <u>212</u> |
| <b>#13</b> - Consider Approval of Proposal for Moody Gardens Hotel Room and Catering Contract for the 2026 Women In Industry Conference                                      | <hr/> | <hr/> | <hr/> | <hr/> | <u>222</u> |
| <b>#14</b> - Consider Approval of Proposal to Purchase a MacBook for the Drama Department  | <hr/> | <hr/> | <hr/> | <hr/> | <u>228</u> |
| <b>#15</b> - Consider Approval of Proposal to Purchase a MacBook for Marketing and Communications as Part of the FY25 Faculty and Staff Computer Refresh                     | <hr/> | <hr/> | <hr/> | <hr/> | <u>229</u> |
| <b>#16</b> - Consider Approval of Proposal to Purchase Flexible Classroom Furniture  | <hr/> | <hr/> | <hr/> | <hr/> | <u>230</u> |
| <b>#17</b> - Consider Approval of Proposal to Purchase Audio Visual Instructional Equipment for the Nuclear Medicine Classroom in the Health Science Education Center        | <hr/> | <hr/> | <hr/> | <hr/> | <u>231</u> |
| <b>#18</b> - Consider Approval of Agreement with Lemons Auctioneers, LLC. to Provide Online Auction Services   | <hr/> | <hr/> | <hr/> | <hr/> | <u>232</u> |
| <b>#19</b> - Consider Conferment of Faculty Tenure   | <hr/> | <hr/> | <hr/> | <hr/> | <u>237</u> |

Consider Facilities Committee Recommendation Regarding Approval of Bid to Replace the Roof on the Student Housing Located at 4013 Avenue R

An Invitation to Bid for the replacement for the roof at 4013 Ave R, went to eleven vendors and was advertised in the local newspaper, two responses were received, one was not accepted due to lack of requested documents. The bids are available for Board review, if desired.

Staff recommends the Board approve the complete bid submitted by Hyperion Construction, 12815 S Palomino Lake Circle, Cypress, Texas 77429 for the replacement of the roof on 4013 Ave R. The cost of this project is \$23,580.12, with an allowance of \$500.00 for any damage discovered. The source of funding for this project is the Education and General Fund.

Mr. Michael B. Hughes, Facilities Committee Chairperson, will provide the Committee’s recommendation for Board consideration.

**BID SUMMARY**  
**ITB: # 25-05-282**

| Vendor   | Warranty                                      | Completion time | Allowance | Total Cost  |
|--|---|-----------------|-----------|-------------|
| Hyperion Construction<br>12815 S Palomino Lake Cir<br>Cypress, Texas 77429               | 1-yr workmanship/<br>Manufactures<br>Warranty | 5 days          | \$500.00  | \$23,580.12 |
| Liqui-Pro Industries, Inc.<br>1851 Gulf Frwy South<br>Ste 36<br>League City, Texas 77573 | Proposal not complete                         |                 |           |             |

Consider Facilities Committee Recommendation Regarding Final Acceptance of Completed Backfill Renovation Project and Release of Retainage

Jamail & Smith Construction has completed the Backfill Renovation project at the campus and has also completed all punch list items. The work has been reviewed and approved by Jason Mooney, Managing Senior Principal with PBK Architects.

Staff recommends acceptance of the Backfill Renovation project and release of the retainage (\$131,925.86) to Jamail & Smith Construction.

Mr. Michael B. Hughes, Facilities Committee Chairperson, will provide a report of the discussion and the Committee's recommendation for Board consideration.

9709 Lakeside Blvd, Suite 400  
The Woodlands, Texas 77381  
Phone: 281-528-1697  
Fax: 281-882-3285  
PBK.com



June 2, 2025

VIA: Email

Dr. Myles Shelton, Ed.D.  
President  
Galveston College  
4015 Avenue Q  
Galveston, Texas 77550

Re: **Galveston College Backfill Renovation**  
Galveston College  
PBK Project No.: 220531

Dear Dr. Shelton,

Attached please find Jamail & Smith Construction LP's Application and Certificate for Payment Number Twelve (12). This application for payment pertains to work on the above-referenced project through April 30, 2025.

We have reviewed this application for payment, and per that review, the quantities, and segregation of items in this application for payment appear to be in order. We recommend payment of the amount certified, and we include, for your information, a copy of our record of payments made to-date / outstanding contract balance.

If you have any questions or need additional information concerning this matter, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'J. Mooney'.

Jason Mooney, AIA  
*Managing Senior Principal*

File: Z:\Projects\WDS\22\220531\Div5-Construct-Legal\5e Contractors App And Cert For Pay\Application for Payment 012



**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

TO OWNER: Galveston College  
4015 Ave Q  
Galveston, TX 77550

PROJECT: Galveston College Backfill Ren  
Job No. 04-24-3001  
4051 Avenue Q  
Galveston, TX 77550

APPLICATION NO: 12-RET  
DRAW NO: Draw00012-RET   
INVOICE NO: 127863  
PERIOD TO: 04/30/2025  
CONTRACT DATE: 1/2/2024  
PO/WO/JL #  
FUND #

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR: Jamail & Smith Construction LP  
PO Box 57808  
Webster, TX 77598

CONTRACT FOR:

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

|   |    |              |
|---|----|--------------|
| 1. ORIGINAL CONTRACT SUM  | \$ | 2,356,400.00 |
| 2. Net change by Change Orders  | \$ | 282,117.23   |
| 3. CONTRACT SUM TO DATE (Line 1 ± 2)                                      | \$ | 2,638,517.23 |
| 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)                    | \$ | 2,638,517.23 |
| 5. RETAINAGE:   |    |              |
| a. _____ % of Completed Work (Column D + E on G703)                       | \$ | _____        |
| b. _____ % of Stored Material (Column F on G703)                          | \$ | _____        |
| Total Retainage (Lines 5a + 5b or Total in Column I of G703)              | \$ | 0.00         |
| 6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)                 | \$ | 2,638,517.23 |
| 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 form prior Certificate) | \$ | 2,506,591.37 |
| 8. CURRENT PAYMENT DUE  | \$ | 131,925.86   |
| 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)            | \$ | 0.00         |

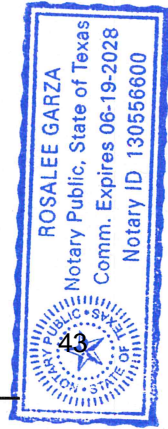
| CHANGE ORDER SUMMARY                               | ADDITIONS  | DEDUCTIONS |
|--|------------|------------|
| Total changes approved in previous months by Owner | 282,117.23 |            |
| Total approved this Month                          |            |            |
| <b>TOTALS</b>                                      | 282,117.23 |            |
| <b>NET CHANGES by Change Order</b>                 | 282,117.23 |            |

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates of Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Jamail & Smith Construction LP

By: Jordan Schenosky Date: May 7, 2025  
Jordan Schenosky (May 7, 2025 13:57 CDT)

State of: Texas County of: Harris  
Subscribed and sworn to before me this 7th day of May 2025  
Notary Public: Rosalee Garza  
My Commission expires: 06-19-2028



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....\$ 131,925.86

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: [Signature] Date: 6/2/2025  
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights the Owner or Contractor under this Contract.

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF 4 PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT , containing Contractor's signed certification is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 127863-Draw00012-RET  
 APPLICATION DATE: 4/30/2025  
 PERIOD TO: 4/30/2025  
 ARCHITECT'S PROJECT NO:

| A<br>ITEM<br>NO. | B<br>DESCRIPTION OF WORK     | C<br>SCHEDULED<br>VALUE | D<br>WORK COMPLETED                     |             | F<br>MATERIALS<br>PRESENTLY<br>STORED<br>(NOT IN<br>D OR E) | G  |              | H<br>BALANCE<br>TO FINISH<br>(C - G) | I<br>RETAINAGE<br>(IF VARIABLE<br>RATE) |
|------------------|------------------------------|-------------------------|---|-------------|---|--|--------------|--------------------------------------|---|
|                  |                              |                         | FROM PREVIOUS<br>APPLICATION<br>(D + E) | THIS PERIOD |   | TOTAL<br>COMPLETED<br>AND STORED<br>TO DATE<br>(D+E+F) | %<br>(D ÷ C) |                                      |   |
|                  |                              |                         |   |             |   |  |              |                                      |   |
| 01-001           | Bonds                        | 41,000.00               | 41,000.00                               |             |   | 41,000.00  | 100.00       |                                      |   |
| 01-002           | Insurance                    | 16,000.00               | 16,000.00                               |             |   | 16,000.00  | 100.00       |                                      |   |
| 01-003           | Supervision/Mgnt PH 1        | 55,390.00               | 55,390.00                               |             |   | 55,390.00  | 100.00       |                                      |   |
| 01-004           | Supervision/Mgnt PH 2        | 87,860.00               | 87,860.00                               |             |   | 87,860.00  | 100.00       |                                      |   |
| 01-005           | Supervision/Mgnt PH 3        | 47,750.00               | 47,750.00                               |             |   | 47,750.00  | 100.00       |                                      |   |
| 01-006           | Temp Facilites PH 1          | 14,326.00               | 14,326.00                               |             |   | 14,326.00  | 100.00       |                                      |   |
| 01-007           | Temp Facilites PH 2          | 22,724.00               | 22,724.00                               |             |   | 22,724.00  | 100.00       |                                      |   |
| 01-008           | Temp Facilites PH 3          | 12,350.00               | 12,350.00                               |             |   | 12,350.00  | 100.00       |                                      |   |
| 01-009           | Clean & Dumpsters PH 1       | 2,320.00                | 2,320.00                                |             |   | 2,320.00   | 100.00       |                                      |   |
| 01-010           | Clean & Dumpsters PH 2       | 3,680.00                | 3,680.00                                |             |   | 3,680.00   | 100.00       |                                      |   |
| 01-011           | Clean & Dumpsters PH 3       | 2,000.00                | 2,000.00                                |             |   | 2,000.00   | 100.00       |                                      |   |
| 01-012           | Close Out PH 1               | 580.00                  | 580.00                                  |             |   | 580.00   | 100.00       |                                      |   |
| 01-013           | Close Out PH 2               | 920.00                  | 920.00                                  |             |   | 920.00   | 100.00       |                                      |   |
| 01-014           | Close Out PH 3               | 500.00                  | 500.00                                  |             |   | 500.00   | 100.00       |                                      |   |
| 02-001           | Building Selective Demo - L  | 45,000.00               | 45,000.00                               |             |   | 45,000.00  | 100.00       |                                      |   |
| 05-001           | Misc Metals - M              | 1,200.00                | 1,200.00                                |             |   | 1,200.00   | 100.00       |                                      |   |
| 05-002           | Misc Metals - L              | 1,800.00                | 1,800.00                                |             |   | 1,800.00   | 100.00       |                                      |   |
| 06-001           | Blocking - M                 | 400.00                  | 400.00                                  |             |   | 400.00   | 100.00       |                                      |   |
| 06-002           | Blocking - L                 | 600.00                  | 600.00                                  |             |   | 600.00   | 100.00       |                                      |   |
| 07-001           | Building Caulking - M        | 3,600.00                | 3,600.00                                |             |   | 3,600.00   | 100.00       |                                      |   |
| 07-002           | Building Caulking - L        | 5,400.00                | 5,400.00                                |             |   | 5,400.00   | 100.00       |                                      |   |
| 08-001           | Doors, Frames & Hardware - M | 63,000.00               | 63,000.00                               |             |   | 63,000.00  | 100.00       |                                      |   |
| 08-002           | Doors, Frames & Hardware - L | 5,000.00                | 5,000.00                                |             |   | 5,000.00   | 100.00       |                                      |   |
| 08-003           | Glass & Glazing - M          | 8,000.00                | 8,000.00                                |             |   | 8,000.00   | 100.00       |                                      |   |
| 08-004           | Glass & Glazing - L          | 12,000.00               | 12,000.00                               |             |   | 12,000.00  | 100.00       |                                      |   |

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 3 OF 4 PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 127863-Draw00012-RET  
 APPLICATION DATE: 4/30/2025  
 PERIOD TO: 4/30/2025  
 ARCHITECT'S PROJECT NO:

| A<br>ITEM<br>NO. | B<br>DESCRIPTION OF WORK      | C<br>SCHEDULED<br>VALUE | D<br>WORK COMPLETED                     |             | F<br>MATERIALS<br>PRESENTLY<br>STORED<br>(NOT IN<br>D OR E) | G  |              | H<br>BALANCE<br>TO FINISH<br>(C - G) | I<br>RETAINAGE<br>(IF VARIABLE<br>RATE) |
|------------------|-------------------------------|-------------------------|---|-------------|---|--|--------------|--------------------------------------|---|
|                  |                               |                         | FROM PREVIOUS<br>APPLICATION<br>(D + E) | THIS PERIOD |   | TOTAL<br>COMPLETED<br>AND STORED<br>TO DATE<br>(D+E+F) | %<br>(D ÷ C) |                                      |   |
|                  |                               |                         |   |             |   |  |              |                                      |   |
| 08-005           | Glass Divider Wall - M        | 19,200.00               | 19,200.00                               |             |   | 19,200.00  | 100.00       |                                      |   |
| 08-006           | Glass Divider Wall - L        | 28,800.00               | 28,800.00                               |             |   | 28,800.00  | 100.00       |                                      |   |
| 09-001           | Drywall - M                   | 52,000.00               | 52,000.00                               |             |   | 52,000.00  | 100.00       |                                      |   |
| 09-002           | Drywall - L                   | 78,000.00               | 78,000.00                               |             |   | 78,000.00  | 100.00       |                                      |   |
| 09-003           | Acoustical Ceiling Panles - M | 37,600.00               | 37,600.00                               |             |   | 37,600.00  | 100.00       |                                      |   |
| 09-004           | Acoustical Ceiling Panles - L | 56,400.00               | 56,400.00                               |             |   | 56,400.00  | 100.00       |                                      |   |
| 09-005           | Flooring - M                  | 22,400.00               | 22,400.00                               |             |   | 22,400.00  | 100.00       |                                      |   |
| 09-006           | Flooring - L                  | 33,600.00               | 33,600.00                               |             |   | 33,600.00  | 100.00       |                                      |   |
| 09-007           | Paint - M                     | 16,400.00               | 16,400.00                               |             |   | 16,400.00  | 100.00       |                                      |   |
| 09-008           | Paint - L                     | 24,600.00               | 24,600.00                               |             |   | 24,600.00  | 100.00       |                                      |   |
| 10-001           | Room Plaques - M              | 1,600.00                | 1,600.00                                |             |   | 1,600.00   | 100.00       |                                      |   |
| 10-002           | Room Plaques - L              | 2,400.00                | 2,400.00                                |             |   | 2,400.00   | 100.00       |                                      |   |
| 10-003           | Lockers - M                   | 26,000.00               | 26,000.00                               |             |   | 26,000.00  | 100.00       |                                      |   |
| 10-004           | Lockers - L                   | 39,000.00               | 39,000.00                               |             |   | 39,000.00  | 100.00       |                                      |   |
| 10-005           | Fire Extinguishers - M        | 400.00                  | 400.00                                  |             |   | 400.00   | 100.00       |                                      |   |
| 10-006           | Fire Extinguishers - L        | 600.00                  | 600.00                                  |             |   | 600.00   | 100.00       |                                      |   |
| 11-001           | Stage Curtains & Rigging - M  | 21,600.00               | 21,600.00                               |             |   | 21,600.00  | 100.00       |                                      |   |
| 11-002           | Stage Curtains & Rigging - L  | 32,400.00               | 32,400.00                               |             |   | 32,400.00  | 100.00       |                                      |   |
| 12-001           | Casework - M                  | 6,000.00                | 6,000.00                                |             |   | 6,000.00   | 100.00       |                                      |   |
| 12-002           | Casework - L                  | 9,000.00                | 9,000.00                                |             |   | 9,000.00   | 100.00       |                                      |   |
| 12-003           | Window Treatment - M          | 4,000.00                | 4,000.00                                |             |   | 4,000.00   | 100.00       |                                      |   |
| 12-004           | Window Treatment - L          | 6,000.00                | 6,000.00                                |             |   | 6,000.00   | 100.00       |                                      |   |
| 21-001           | Fire Sprinkler - M            | 10,400.00               | 10,400.00                               |             |   | 10,400.00  | 100.00       |                                      |   |
| 21-002           | Fire Sprinkler - L            | 15,600.00               | 15,600.00                               |             |   | 15,600.00  | 100.00       |                                      |   |
| 23-001           | HVAC - M                      | 82,000.00               | 82,000.00                               |             |   | 82,000.00  | 100.00       |                                      |   |

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 4 OF 4 PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 127863-Draw00012-RET  
 APPLICATION DATE: 4/30/2025  
 PERIOD TO: 4/30/2025  
 ARCHITECT'S PROJECT NO:

| A<br>ITEM<br>NO. | B<br>DESCRIPTION OF WORK | C<br>SCHEDULED<br>VALUE | D<br>WORK COMPLETED                     |             | F<br>MATERIALS<br>PRESENTLY<br>STORED<br>(NOT IN<br>D OR E) | G  |              | H<br>BALANCE<br>TO FINISH<br>(C - G) | I<br>RETAINAGE<br>(IF VARIABLE<br>RATE) |
|------------------|--------------------------|-------------------------|---|-------------|---|--|--------------|--------------------------------------|---|
|                  |                          |                         | FROM PREVIOUS<br>APPLICATION<br>(D + E) | THIS PERIOD |   | TOTAL<br>COMPLETED<br>AND STORED<br>TO DATE<br>(D+E+F) | %<br>(D ÷ C) |                                      |   |
|                  |                          |                         |   |             |   |  |              |                                      |   |
| 23-002           | HVAC - L                 | 123,000.00              | 123,000.00                              |             |   | 123,000.00   | 100.00       |                                      |   |
| 26-001           | Electrical - M           | 322,800.00              | 322,800.00                              |             |   | 322,800.00   | 100.00       |                                      |   |
| 26-002           | Electrical - L           | 484,200.00              | 484,200.00                              |             |   | 484,200.00   | 100.00       |                                      |   |
| 27-001           | Data - M                 | 30,800.00               | 30,800.00                               |             |   | 30,800.00  | 100.00       |                                      |   |
| 27-002           | Data - L                 | 46,200.00               | 46,200.00                               |             |   | 46,200.00  | 100.00       |                                      |   |
| 27-003           | AV For Theater - M       | 54,000.00               | 54,000.00                               |             |   | 54,000.00  | 100.00       |                                      |   |
| 27-004           | AV For Theater - L       | 81,000.00               | 81,000.00                               |             |   | 81,000.00  | 100.00       |                                      |   |
| 28-001           | Fire Alarm - M           | 44,800.00               | 44,800.00                               |             |   | 44,800.00  | 100.00       |                                      |   |
| 28-002           | Fire Alarm - L           | 67,200.00               | 67,200.00                               |             |   | 67,200.00  | 100.00       |                                      |   |
| 28-003           | Access Control - M       | 9,200.00                | 9,200.00                                |             |   | 9,200.00   | 100.00       |                                      |   |
| 28-004           | Access Control - L       | 13,800.00               | 13,800.00                               |             |   | 13,800.00  | 100.00       |                                      |   |
| 99-001           | Change Order #01         | 74,178.10               | 74,178.10                               |             |   | 74,178.10  | 100.00       |                                      |   |
| 99-002           | Change Order #02         | 127,355.14              | 127,355.14                              |             |   | 127,355.14   | 100.00       |                                      |   |
| 99-003           | Change Order #03         | 27,364.02               | 27,364.02                               |             |   | 27,364.02  | 100.00       |                                      |   |
| 99-004           | Change Order #04         | 28,531.29               | 28,531.29                               |             |   | 28,531.29  | 100.00       |                                      |   |
| 99-005           | Change Order #05         | 11,263.08               | 11,263.08                               |             |   | 11,263.08  | 100.00       |                                      |   |
| 99-006           | Change Order #06         | 13,425.60               | 13,425.60                               |             |   | 13,425.60  | 100.00       |                                      |   |
|                  | <b>GRAND TOTALS</b>      | 2,638,517.23            | 2,638,517.23                            |             |   | 2,638,517.23   | 100.00       |                                      |   |

46

Users may obtain validation of this document by requesting of the licensee a completed AIA Document D401 - Certification of Document's Authenticity

**FORM 3: CONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT**

**PROJECT: BACKFILL RENOVATION**

**OWNER: GALVESTON COLLEGE**

**ARCHITECT'S PROJECT NUMBER: 220531**

On receipt by the signer of this document of a check from Galveston College (maker of check) in the sum of \$ 131,925.86 payable to: Jamail & Smith Construction (payee or payees of check) and when the check has been properly endorsed and has been paid by the bank on which it is drawn, this document becomes effective to release any mechanic's lien right, any right arising from a payment bond that complies with a state or federal statute, any common law payment bond right, any claim for payment, and any rights under any similar ordinance, rule, or statute related to claim or payment rights for persons in the signer's position that the signer has on the property of Galveston College (Owner) located at 4051 Avenue Q, Galveston, Texas 77550 (location) to the following extent:

Galveston College Backfill Reno (job description).

This release covers the final payment to the signer for all labor, services, equipment, or materials furnished to the property or to Galveston College (person with whom signer contracted).

47

Before any recipient of this document relies on this document, the recipient should verify evidence of payment to the signer.

The signer warrants that the signer has already paid or will use the funds received from this final payment to promptly pay in full all of the signer's laborers, subcontractors, materialmen, and suppliers for all work, materials, equipment, or services provided for or to the above referenced project up to the date of this waiver and release.

Date: May 7, 2025

Company Name: Jamail & Smith Construction

Signature: Jordan Schenowsky  
Jordan Schenowsky (May 7, 2025 13:55 CDT)

Title: Project Manager

Consider Facilities Committee Recommendation Regarding Approval of Proposal to Replace the Roof Top Air-Conditioning Unit for the I.T. Equipment Room

Staff requests Board approval to have American Mechanical Services (Buy Board #756-24) replace the roof top air conditioning unit that controls the I.T. Equipment room. American Mechanical Services is the College’s JOC Contractor and the scope of work is listed below. Funding for this project will come from the Education and General Fund.

| Company  | Scope of Work   | Price       |
|--|---|-------------|
| AMS<br>13627 Stafford<br>Road<br>Stafford, TX<br>77477 | <ol style="list-style-type: none"> <li>1. Purchase condenser form manufacturer lead time (6 to 8 weeks)</li> <li>2. Mobilize with new condenser</li> <li>3. Create a clean and safe working environment</li> <li>4. Pump down system and recover refrigerant and dispose of per EPA standards</li> <li>5. Lock-Out-Tag-Out Unit at the electrical disconnect</li> <li>6. Disconnect Controls</li> <li>7. Provide crane to hoist condenser to 3rd floor roof</li> <li>8. Lift new condenser and remove old from roof</li> <li>9. Flush line sets and make clean for new installation of condenser</li> <li>10. Install new condenser</li> <li>11. Pressurize system with nitrogen and check for leaks</li> <li>12. Pull vacuum on system to 500 microns</li> <li>13. Leave on vacuum for 24 hours</li> <li>14. Install virgin 407C refrigerant to system per OEM specifications</li> <li>15. Startup Unit and cycle multiple times for correct operation and condensation protocol</li> <li>16. Clean up and removal of all debris</li> <li>17. Check out with Facilities</li> </ol> | \$60,275.00 |

Mr. Michael B. Hughes, Facilities Committee Chairperson, will provide the Committee’s recommendation for Board consideration.



May 30, 2025

BuyBoard Contract -Building Maintenance, Repair, Operations Supplies and Equipment #756-24

Galveston College  
4015 Avenue Q  
Galveston, TX 77550

Attention: Tracy Morgan  
Subject: Liebert Condenser replacement IT room  
Location: Galveston College  
4015 Avenue Q  
Galveston, TX 77550

Thank you for choosing American Mechanical Service of Houston. We are pleased to propose the following for consideration, **to replace defective Liebert condenser unit and replace with new condenser below:**

We propose to furnish all labor and materials required (after hours overtime) for a **price Not to Exceed: \$ 60,275.00**

\*\*\* IF overtime can be avoided and project performed during normal business hours please deduct (- \$6,340)

**Scope:**

1. Purchase condenser form manufacturer lead time (6 to 8 weeks)
2. Mobilize with new condenser
3. Create a clean and safe working environment
4. Pump down system and recover refrigerant and dispose of per EPA standards
5. Lock-Out-Tag-Out Unit at the electrical disconnect
6. Disconnect Controls
7. Provide crane to hoist condenser to 3<sup>rd</sup> floor roof. .8 Ton Unit
8. Lift new condenser and remove old from roof
9. Flush line sets and make clean for new installation of condenser
10. Install new condenser
11. Pressurize system with nitrogen and check for leaks
12. Pull vacuum on system to 500 microns
13. Leave on vacuum for 24 hours
14. Install virgin 407C refrigerant to system per OEM specifications
15. Startup Unit and cycle multiple times for correct operation and condensation protocol
16. Clean up and removal of all debris
17. Check out with Facilities

**Note:**

Unforeseen existing damages on any of the equipment/property prior to arrival will not be the responsibility of AMERICAN MECHANICALSERVICES OF HOUSTON LLC

- This project is based on overtime M-F 4PM – 7:59AM and Saturday
- Project location and road closure required and that is why we suggest overtime/ after hours install
- Any delay in access to the tower will result in extra charges to the customer.
- Additional unforeseen repair(s) will be quoted separately based on time and material.

Regulated by the Texas Department of Licensing and Regulation  
P.O. Box 12157 Austin, TX 78711  
1-800-803-9202, 512-463-6599  
TACLA 020690E RMP#40092

13627 Stafford Rd. Stafford, TX 77477 Tel: (281) 403-1701 Fax: (281) 403-1201



**Exclusions:**

Tariffs, Overtime, Sunday work, Taxes, Addition freight charges, Mold or Asbestos abatement, Insulation, Shutdown and drainage of building, Paint, Tile work grout or replacement, Wall repairs cut of patch of sheet rock, Ceiling tile or grid work, Electrical work, Concrete patch or repair, Fire protection, Excavation, Personal lift equipment, Crane equipment, Fence replacement or repair, Controls, Parking fees, Appliances

\*\*\*Any current or future tax, duty, tariff or governmental charge affecting the manufacturer costs of production, sales, services, delivery and shipment of Equipment, Material or Parts which the Contractor is otherwise required to pay or collect in connection with the sale, purchase, delivery, performance, storage, processing, use or consumption of Equipment, Material or Parts after the contract award shall be the responsibility of the customer to pay. Said tax, future tax, duty, tariff, or governmental charge will be added to the price of the contract or work order after notification to the customer of said increase. \*\*\*

All new materials and workmanship shall be installed according to specifications. Our goal is to serve clients to the best of our ability.

This proposal may be withdrawn by us if not accepted within 30-days.

Should you have any questions, or if we can be of further assistance to you, please do not hesitate to contact AMS!

Brian Kisiel  
\*Call Kisiel\*  
Executive Account Manager  
American Mechanical Services of Houston, LLC  
www.amsofhoutx.com U.S. ARMY Veteran  
TXST'04  
M# 832.474.4277

Purchase Order #: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Date: \_\_\_\_\_



Building Maintenance, Repair, Operations Supplies and Equipment #756-24 HVAC Equipment, Supplies, and Installation of HVAC Equipment, #720-23 Trade Services #733-24



The Right Resources. Right Now. 24/047TC-04 JOC Division 22,23,26

Regulated by the Texas Department of Licensing and Regulation  
P.O. Box 12157 Austin, TX 78711  
1-800-803-9208 (T) 12-463-6599  
TACLA 020690E RMP#40092

13627 Stafford Rd. Stafford, TX 77477 Tel: (281) 403-1701 Fax: (281) 403-1201

Consider Acceptance of Fiscal Year 2024-2025 Third Quarter Investment Report

Following is the Investment Report describing the fiscal year 2024-25 third quarter investment activity for Galveston College. All investments are in compliance with the Board-approved investment policy, and the report provides detailed information regarding each investment classified by major fund groups.

It is recommended that the Board of Regents accept the Investment Report for the third quarter of fiscal year 2024-25 as presented.


**Board Investment Report FY 2025  
Cash Equivalents and Investments  
Third Quarter Fiscal Year 2025 Activity  
For March 1, 2025 through May 31, 2025**


|                                 | <u>Fair Value</u>    | <u>Book Value</u>    |
|---------------------------------|----------------------|----------------------|
| Beginning Value - March 1, 2025 | \$ 44,590,802        | \$ 44,590,802        |
| Additions/Subtractions (Net)    | (6,088,857)          | (6,088,857)          |
| Change in Fair Value            | -                    | -                    |
| Ending Value - May 31, 2025     | <u>\$ 38,501,945</u> | <u>\$ 38,501,945</u> |

|  |         |
|--|---------|
| Earnings for the Third Quarter                             | 441,634 |
| Weighted Average Maturity at Ending Period Date (Days)     | 1       |
| Weighted Average Earnings Rate for the Third Quarter       | 4.36%   |
| Benchmark - Quarterly Average of the 4 Week Treasury Yield | 4.23%   |

The above reported investments have been recorded in compliance with generally accepted accounting principles. In the opinion of the investment officers of the College, both this report and the investment portfolio of the College are in compliance with the requirements of the Public Funds Investment Act of the State of Texas and the Investment Policy of the Board of Regents of Galveston Community College District.

For information regarding Galveston College's investment portfolio, please contact Jeff Engbrock at (409) 944-1215.

  
 \_\_\_\_\_  
 W. Myles Shelton, Ed.D.  
 Investment Officer

  
 \_\_\_\_\_  
 Dr. Van Patterson  
 Investment Officer

  
 \_\_\_\_\_  
 Jeff Engbrock  
 Investment Officer

Board Investment Report FY 2025  
 Cash Equivalents and Investments  
 Third Quarter Fiscal Year 2025 Activity  
 For March 1, 2025 through May 31, 2025


| Description of Security                | Account No. / CUSIP No. | Average Interest Rate | Maturity Date | Beginning Book Value | Ending Book Value | Beginning Fair Value | Ending Fair Value | Additions        | Withdrawals        | Ending Fair Value | % of Total Portfolio | Weighted Avg. Earnings Rate | Accrued Interest | Days to Maturity | Weighted Avg. Maturity-Days |
|--|-------------------------|-----------------------|---------------|----------------------|-------------------|----------------------|-------------------|------------------|--------------------|-------------------|----------------------|-----------------------------|------------------|------------------|-----------------------------|
| <b>OPERATING</b>                       |                         |                       |               |                      |                   |                      |                   |                  |                    |                   |                      |                             |                  |                  |                             |
| Lone Star Investment Pool - Corp       | 84502                   | 4.453%                | Demand        | 145,551              | 147,183           | 145,551              | 147,183           | 1,632            | -                  | 147,183           | 0.38%                | 0.02%                       | -                | 1                | 0.00                        |
| Lone Star Investment Pool - Gov        | 84502                   | 4.586%                | Demand        | 17,910,557           | 13,235,473        | 17,910,557           | 13,235,473        | 1,424,916        | (6,100,000)        | 13,235,473        | 34.38%               | 1.58%                       | -                | 1                | 0.34                        |
| Logic                                  | 151720001               | 4.465%                | Demand        | 7,263,459            | 7,345,150         | 7,263,459            | 7,345,150         | 81,691           | -                  | 7,345,150         | 19.08%               | 0.85%                       | -                | 1                | 0.19                        |
| Texpool                                | 000020101               | 4.346%                | Demand        | 6,468,143            | 6,538,924         | 6,468,143            | 6,538,924         | 70,781           | -                  | 6,538,924         | 16.98%               | 0.74%                       | -                | 1                | 0.17                        |
| Texas Term Pool                        | 1216-00                 | 4.353%                | Demand        | 5,796,490            | 5,860,037         | 5,796,490            | 5,860,037         | 63,547           | -                  | 5,860,037         | 15.22%               | 0.66%                       | -                | 1                | 0.15                        |
| MNB Repurchase Account                 | 3128X1PZ4               | 0.100%                | Open          | 2,367,122            | 805,675           | 2,367,122            | 805,675           | -                | (1,561,447)        | 805,675           | 2.09%                | 0.00%                       | -                | 1                | 0.02                        |
| Vanguard Mutual Fund                   | 09914660032             | 4.256%                | Demand        | 778,433              | 786,774           | 778,433              | 786,774           | 8,342            | -                  | 786,774           | 2.04%                | 0.09%                       | -                | 1                | 0.02                        |
| <b>TOTAL OPERATING</b>                 |                         |                       |               | <b>40,729,755</b>    | <b>34,719,217</b> | <b>40,729,755</b>    | <b>34,719,217</b> | <b>1,650,910</b> | <b>(7,661,447)</b> | <b>34,719,217</b> | <b>90.18%</b>        | <b>3.93%</b>                | <b>-</b>         | <b>1</b>         | <b>0.90</b>                 |
| <b>RESTRICTED</b>                      |                         |                       |               |                      |                   |                      |                   |                  |                    |                   |                      |                             |                  |                  |                             |
| Lone Star Invest. - 2022 Bond Proceeds | 84502                   | 4.336%                | Demand        | 1,754,239            | 1,652,906         | 1,754,239            | 1,652,906         | 18,695           | (120,028)          | 1,652,906         | 4.29%                | 0.19%                       | -                | 1                | 0.04                        |
| Lone Star Invest. - 2022 Bond Reserve  | 84502                   | 4.338%                | Demand        | 2,106,808            | 2,129,821         | 2,106,808            | 2,129,821         | 23,013           | -                  | 2,129,821         | 5.53%                | 0.24%                       | -                | 1                | 0.06                        |
| <b>TOTAL RESTRICTED</b>                |                         |                       |               | <b>3,861,047</b>     | <b>3,782,728</b>  | <b>3,861,047</b>     | <b>3,782,728</b>  | <b>41,708</b>    | <b>(120,028)</b>   | <b>3,782,728</b>  | <b>9.82%</b>         | <b>0.43%</b>                | <b>-</b>         | <b>1</b>         | <b>0.10</b>                 |
| <b>GRAND TOTAL</b>                     |                         |                       |               | <b>44,590,802</b>    | <b>38,501,945</b> | <b>44,590,802</b>    | <b>38,501,945</b> | <b>1,692,618</b> | <b>(7,781,475)</b> | <b>38,501,945</b> | <b>100%</b>          | <b>4.36%</b>                | <b>-</b>         | <b>1</b>         | <b>1.00</b>                 |

(6,088,857)


The above reported investments have been recorded in compliance with generally accepted accounting principles. In the opinion of the investment officers of the College, both this report and the investment portfolio of the College are in compliance with the requirements of the Public Funds Investment Act of the State of Texas and the Investment Policy of the Board of Regents of Galveston Community College District.

For information regarding Galveston College's investment portfolio, please contact Jeff Engbrock at (409) 944-1215.

W. Myles Shelton, Ed.D.  
 Investment Officer



Jan Patterson, Ed.D.  
 Investment Officer



Jeff Engbrock  
 Investment Officer

**Board Investment Report FY 2025**  
**Interest Earned - Third Quarter of FY 2025**  
**For March 1, 2025 through May 31, 2025**

| <u>Investments</u>                          | <u>May</u>     | <u>3rd Quarter</u> | <u>Fiscal YTD</u> |
|---|----------------|--------------------|-------------------|
| <b>Operating</b>                            |                |                    |                   |
| MNB Money Market Account                    | 101            | 447                | 1,444             |
| Lonestar Corp                               | 550            | 1,632              | 5,073             |
| Lonestar Gov                                | 51,612         | 173,480            | 415,253           |
| LOGIC                                       | 27,484         | 81,691             | 252,187           |
| Texpool                                     | 23,836         | 70,781             | 219,143           |
| Texas Term                                  | 21,378         | 63,547             | 196,443           |
| Vanguard                                    | 2,817          | 8,342              | 25,897            |
| <b>Total Investment Operating Interest</b>  | <b>127,778</b> | <b>399,920</b>     | <b>1,115,441</b>  |
| <b>Restricted</b>                           |                |                    |                   |
| Lonestar - 2022 Bond Reserve                | 6,018          | 18,695             | 63,046            |
| Lonestar - 2022 Bond Proceeds               | 7,754          | 23,013             | 71,401            |
| <b>Total Investment Restricted Interest</b> | <b>13,772</b>  | <b>41,708</b>      | <b>134,446</b>    |
| <b>Demand Deposit</b>                       |                |                    |                   |
| Moody National Bank                         | 1              | 5                  | 29                |
| <b>Total Demand Deposit Interest</b>        | <b>1</b>       | <b>5</b>           | <b>29</b>         |
| <b>GRAND TOTAL INTEREST EARNED</b>          | <b>141,550</b> | <b>441,634</b>     | <b>1,249,916</b>  |

Consider Adoption of Resolution Granting  
Residence Homestead Tax Exemptions for the 2025 Tax Year

The attached resolution provides for the 2025 tax year designation of property tax exemptions. The exemptions detailed in the resolution are identical to those granted the previous year.

Staff recommends adoption of the resolution as presented.

**A RESOLUTION OF THE GALVESTON  
COMMUNITY COLLEGE DISTRICT  
BOARD OF REGENTS GRANTING  
RESIDENCE HOMESTEAD TAX EXEMPTIONS FOR THE 2025 TAX YEAR**

WHEREAS, Section §11.13 of the Texas Property Tax Code provides for the granting of various residence homestead tax exemptions; and

WHEREAS, the Board of Regents of the Galveston Community College District desires to continue to provide for such exemptions for properties in the College District's tax jurisdiction for the purpose of assessing and collecting taxes for the tax year 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF THE GALVESTON COMMUNITY COLLEGE DISTRICT THAT:

With respect to all real property owned by an individual and occupied by that individual as a residence homestead (as defined in Section 11.13(j) (1) of the Texas Property Tax Code), that, in addition to any other exemptions provided by Section 11.13 of the Texas Property Tax Code, the first \$5,000 or 20 percent of value, whichever is greater, with respect to said property be exempt from ad valorem taxation.

BE IT FURTHER RESOLVED with respect to all real property owned by an individual who is disabled (as defined in Section 11.13(m) (1) of the Texas Property Tax Code) or who is 65 years of age or older and occupied by that individual as a residence homestead (as defined in Section 11.13(j) (1) of the Texas Property Tax Code), that the first \$10,000 of value of said property be exempt from ad valorem taxation.

PASSED AND ADOPTED this 11<sup>th</sup> day of June, 2025.

**GALVESTON COMMUNITY COLLEGE DISTRICT**

\_\_\_\_\_  
Karen F. Flowers  
Chairperson, Board of Regents

ATTESTED TO:

(DISTRICT SEAL)

\_\_\_\_\_  
Michael B. Hughes Secretary,  
Board of Regents

Consider Approval of Instructional Agreements for Dual Credit / Early Admissions Enrollment Classes for Academic Year 2025-26 Including Addendums

Staff is seeking Board approval of the following agreements between Galveston College and:

- A. Galveston Independent School District
- B. O’Connell College Preparatory School
- C. Odyssey Academy
- D. Upward Hope Academy
- E. Hamshire-Fannett Independent School District
- F. Dickinson Independent School District

These agreements facilitate dual credit and early admissions enrollment of college courses offered for the immediate award of high school credit and award of college credit toward an associate degree or credit certificate and the early admissions option for eligible students.

The effective date of each agreement is contingent upon the approval of the Board of Regents and the governing body of each entity and shall be for the 2025-26 academic year.

---

Sec. 54.216. STUDENTS ENROLLED IN COURSE FOR CONCURRENT HIGH SCHOOL AND COLLEGE-LEVEL CREDIT; OPTIONAL WAIVER. The governing board of an institution of higher education may waive all or part of the tuition and fees charged by the institution for a student enrolled in a course for which the student is entitled to simultaneously receive both:

- (1) course credit toward the student’s high school academic requirements;  
and
- (2) course credit toward a degree offered by the institution.

Added by Acts, 2003, 78<sup>th</sup> Leg., ch. 812, Sec. 1, eff. June 20, 2003.

Amended by Acts, 2011, 82<sup>nd</sup> Leg., R.S., Ch. 359 (S.B. 32), Sec. 1, eff. January 1, 2012.



**Galveston  
College**

**DUAL CREDIT**

**INSTRUCTIONAL AGREEMENT**

*between*

*Galveston College*

*and*

*Galveston Independent School District*

## **INSTRUCTIONAL AGREEMENT**

Galveston College (herein as the "College") and Galveston Independent School District, (herein as "GISD") enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2025-2026**.

### **I. PURPOSE**

Galveston College and the Galveston Independent School District support and believe in a partnership that will provide opportunities for qualified high school students to participate in early admission classes, to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, the College agrees to provide college-level instruction for GISD. Further, the College and GISD agree that it is the responsibility of the College to grant college credit, and it is the responsibility of GISD to grant high school credit.

### **II. DUAL CREDIT PROGRAM GOALS**

According to Texas HB 1638, the College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent school districts and institutions, the College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

### **III. STUDENT ELIGIBILITY REQUIREMENTS**

Students enrolled at GISD may be eligible to participate in dual credit/early admission classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an Associate Degree may be admitted if the student:
  - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), or as per the [Texas Administrative Code Rule §4.86](#)
    - a1. The college may enroll students who have not met this eligibility in MATH 1332 which can be used as a College Connect Course, or as per the [Texas Administrative Code Rule §4.344](#)
    - a2. Students may enroll as non-degree seeking and be allowed to take standard academic classes on their first semester up to 14 credit hours on a case by case basis.
  - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
  
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
  - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
  - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
  
3. A student who has been enrolled in a non-traditional program of study (i.e., a home school or a non-accredited high school) and who is now enrolled within GISD must satisfy paragraphs 1, 2, or 3 of these subsections.
  
4. To be eligible for enrollment in a dual credit course offered by the College, a student must meet all of the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.,).
  
5. In the case of certain emergencies such as hurricane, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and GISD will employ holistic advising to ensure proper student eligibility.

#### **IV. LOCATION AND STUDENT COMPOSITION OF CLASSES**

1. Dual Credit courses may be taught on the College campus, online, or on the high school campus. Early Admissions courses will be taught at the College. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus

instruction, as promulgated by the THECB.

2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit only and partly of students enrolled for early admission, AP, and/or college credit, may be allowed under one of the following conditions:
  - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course;
  - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
  - c. If the course is a career and technology/college workforce course and high school credit-only students are able to earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Early Admissions/Dual Credit classes regardless of location will follow an approved College calendar.

## **V. FACULTY SELECTION, SUPERVISION, AND EVALUATION**

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
3. Instructors teaching courses which result in the award of college credit will be employed faculty members of the College or must meet the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College. All faculty selected by the College to teach early admission enrollment classes will be considered employees of the College and will be compensated by the College in accordance with College policy, procedures, and guidelines.
4. All instructor's applications for employment and official transcripts from each college or university attended will be kept on file at the College.
5. The College and GISD agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and GISD personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

## **VI. ELIGIBLE COURSES**

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOOSC or POSC. Courses offered as Early Admission courses and taken at the College's main campus must be identified as a college-level academic course in the current edition of the ACGM and may or may not be included in the College's core curriculum. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.

2. Remedial and developmental courses may not be offered for dual credit course credit and are not eligible courses under this agreement.
3. Approved courses being taught for Dual Credit (academic or workforce) and/or Early Admission credit, must follow the College syllabus. It is the responsibility of GISD to work with the College to align the high school curriculum with the college course syllabus.
4. A course equivalency crosswalk of academic and workforce dual credit courses and high school classes are included in Appendix A and B.

## **VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.
2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit and early admissions courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Textbooks should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the textbook must be approved in advance by the appropriate instructional department of the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Courses that offer Inclusive Access will need to be accepted by the student to guarantee access to course materials.
5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the appropriate course syllabus. Faculty teaching dual credit courses will report a general scale mid-term letter grade and final grade as required by college policy and as outlined in the syllabus to the College, and will report a numeric grade to GISD which is responsible for recording the numeric grade in accordance with their established policies and guidelines.

6. The College and GISD agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and GISD will collaborate on ways to ensure that all Dual Credit students are provided the means to succeed.
7. Faculty, who are responsible for teaching dual credit and/or early admission enrollment classes, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or GISD. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

### **VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES**

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.
2. Student Services
  - a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit and/or early admissions classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
  - b. GISD agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. GISD further agrees to provide official high school transcripts, test scores, and such certifications that may be required by the College during the admission and registration process.
  - c. The College and GISD agree to work together to plan and to try to schedule early admission and/or dual credit enrollment classes a semester in advance of offering the course(s).

### 3. Learning Resources

- a. The College agrees to grant GISD students enrolled in College courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. GISD agrees to allow those students currently enrolled in College courses, within the GISD's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and GISD agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistent with their policies and procedures to ensure that the past due books and/or materials are returned in as expedient a manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.
- e. To be eligible for these privileges at the College a student must present proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

### **IX. TRANSCRIPTING OF CREDIT**

1. For workforce and academic dual credit and/or early admission courses which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.

2. For workforce and academic early admission or dual credit courses which may result in high school-level credit, GISD will transcript all course work in accordance with the District's normal policies and procedures immediately following the end date of the course. Further, GISD agrees to make available in the same manner as it does to its other students an official high school transcript that may be sent to other schools, colleges, or locations, as the student so designates.

## **X. FUNDING**

1. College Tuition and Fees.
  - a. The college agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
  - b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
  - c. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
  - d. The College and GISD agree to collaborate to submit applications for the Financial Aid for Swift Transfer (FAST) scholarships for all qualified students.
  - e. GISD agrees to pay for the cost of tuition, fees, textbooks, and required student supplies or to indicate to the College who is responsible for tuition, fees, textbooks, and required student supply items.
  - f. GISD agrees to settle all account receivables with the College within 30 days of the billing date. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.
  
2. Drops and Withdrawals - Tuition and Fee Refunds.
  - a. If for any reason it becomes necessary for a student who has registered for a college class to withdraw or drop the class, the College and GISD agree that it is the responsibility of the student to officially withdraw or drop the

college course.

- b. A student may add or drop a course prior to the official census date for the course. Student must clear any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind.
- c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.
- d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for the course.

**XI. TERMS OF THE AGREEMENT**

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of the Galveston Independent School District. If so approved, the Agreement shall be for the 2025-2026 academic year.

The agreement may be amended or extended by written addendum to this agreement.

If it is the intention of one party to terminate this agreement, the one party shall provide a one hundred twenty (120) day written notice to the other party of their intention to terminate this Agreement.

All notices and communications related to this agreement shall be addressed to the respective educational administrator.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the Galveston Independent School District Board of Trustees, executed by the Galveston Independent School District, and signed by its Superintendent.

By \_\_\_\_\_  
Dr. Matthew Neighbors, Superintendent

Date \_\_\_\_\_

## ADDENDUM - A

- I. Galveston College will waive all tuition and required fees for eligible students taking dual credit English Composition (ENGL 1301 and ENGL 1302) and United States History (HIST 1301, HIST 1302, HIST 2311 and HIST 2312) classes at Ball High School. For these classes, the class composition shall be 100 percent dual credit students
- II. Students who are enrolled in other dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course). All standard required fees shall be waived not including special course fees such as insurance, student health insurance, Inclusive Access, and exam fees which will be paid by GISD or they will indicate to the College who is responsible for payment.
- III. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
- IV. Galveston College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, at Galveston College, and online.
- V. Galveston College agrees to waive the minimum registration requirements of six (6) credit hours for dual credit students taking classes at the high school, at Galveston College, and online.
- VI. Galveston ISD shall pay to Galveston College an amount equal to the amount that would have been spent for 2025-2026 salary and benefits for the high school English and History teachers who have taught the dual credit English and History classes at Ball High School. Galveston College will invoice the District on a quarterly basis. Payment is due 30 days following receipt of the invoice.
- VII. Galveston College shall use the designated funds to hire two (2) full-time College faculty to teach dual credit English composition and U.S. History classes at Ball High School.
- VIII. In accordance with current rules and guidelines, required college textbooks and materials shall be furnished to the student enrolled in dual credit classes at Galveston ISD at no charge to the student by the School.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the Galveston Independent School District Board of Trustees, executed by the Galveston Independent School District, and signed by its Superintendent.

By \_\_\_\_\_  
Dr. Matthew Neighbors, Superintendent

Date \_\_\_\_\_

## APPENDIX- A

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Academic Credits** -These are general education courses that prepare students for transferring to a university. All GC dual credit classes are part of the Texas Common Core: classes that all public Texas Colleges and Universities must accept. However, it is highly recommended to speak with the intended transfer institution to discuss which courses will be accepted and how those courses will apply to a degree plan.

| High School Course Name               | Galveston College Course | Galveston College Course Name         | Term Offered    |
|---------------------------------------|--------------------------|---------------------------------------|-----------------|
| Anatomy & Physiology                  | BIOL 2401                | Anatomy & Physiology I                | FALL            |
| Anatomy & Physiology                  | BIOL 2402                | Anatomy & Physiology II               | SPRING          |
| Biology                               | BIOL 1406                | General Biology I                     | FALL            |
| Biology                               | BIOL 1407                | General Biology II                    | SPRING          |
| Business & Professional Communication | SPCH 1321                | Business & Professional Communication | FALL & SPRING   |
| Calculus                              | MATH 2413                | Calculus I                            | FALL            |
| Calculus                              | MATH 2414                | Calculus II                           | SPRING          |
| Chemistry                             | CHEM 1411                | General Chemistry I                   | NIGHT or SUMMER |
| Chemistry                             | CHEM 1412                | General Chemistry II                  | NIGHT or SUMMER |
| College Algebra                       | MATH 1314                | College Algebra                       | FALL & SPRING   |
| College Statistics                    | MATH 1342                | Elementary Statistics                 | FALL            |
| Contemporary Math                     | MATH 1332                | Contemporary Mathematics              | FALL            |
| Economics                             | ECON 2301                | Principles of Macroeconomics          | *SPRING 2026    |
| Education                             | EDUC 1301                | Intro to Education                    | FALL            |
| Education                             | EDUC 2301                | Intro to Special Populations          | SPRING          |
| English III or IV                     | ENGL 1301                | Composition I                         | FALL            |
| English III or IV                     | ENGL 1302                | Composition II                        | SPRING          |
| English IV                            | ENGL 2322                | British Literature I                  | SPRING          |
| English IV                            | ENGL 2311                | Technical Writing                     | FALL            |
| Environmental Science +Lab            | ENVR 1301/<br>ENVR 1101  | Environmental Science I + Lab         | FALL            |
| Environmental Science + Lab           | ENVR 1302/<br>ENVR 1102  | Environmental Science II + Lab        | SPRING          |
| Federal Government                    | GOVT 2305                | Federal Government                    | FALL & SPRING   |
| Learning Framework                    | PSYC / EDUC 1300         | Learning Framework                    | FALL & SPRING   |
| Music Appreciation                    | MUSI 1306                | Music Appreciation                    | FALL & SPRING   |
| Philosophy                            | PHIL 1301                | Intro to Philosophy                   | FALL & SPRING   |
| Physics                               | PHYS 1401                | College Physics I                     | NIGHT or SUMMER |

Continued Academic Courses

71

|                      |           |                         |                 |
|----------------------|-----------|-------------------------|-----------------|
| Physics              | PHSY 1402 | College Physics II      | NIGHT or SUMMER |
| Pre-Calculus         | MATH 2312 | Pre-Calculus            | SPRING          |
| Psychology           | PSYC 2301 | General Psychology      | FALL & SPRING   |
| Sociology            | SOCI 1301 | Introductory Sociology  | FALL & SPRING   |
| Texas Government     | GOVT 2305 | Texas Government        | FALL & SPRING   |
| US History           | HIST 1301 | US History I            | FALL            |
| US History           | HIST 1302 | US History II           | SPRING          |
| Western Civilization | HIST 2311 | Western Civilization I  | FALL            |
| Western Civilization | HIST 2312 | Western Civilization II | SPRING          |
|                      |           |                         |                 |
|                      |           |                         |                 |

## APPENDIX B

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Workforce credits-** These are courses within programs that prepare students for specific careers and vocations such as Cosmetology, HVAC, Welding, Medical Administration, etc.,. Students may be able to earn a certificate or and associate degree in these programs.

| COSMETOLOGY          | Galveston College Course | Galveston College Course Name      | Term Offered |
|----------------------|--------------------------|------------------------------------|--------------|
| Intro to Cosmetology | CSME 1501                | Orientation to Cosmetology         | FALL         |
| Intro to Cosmetology | CSME 1410                | Intro to Haircutting & Theory      | SPRING       |
| Cosmetology 1 + Lab  | CSME 1354                | Artistry of Hair Design            | FALL         |
| Cosmetology 1 + Lab  | CSME 1543                | Manicuring & Theory                | SPRING       |
| Cosmetology 2        | CSME 1453                | Chemical Reformation & Theory      | FALL         |
| Cosmetology 2        | CSME 2401                | Principles of Hair Color & Theory  | SPRING       |
| Esthetics            | CSME 1547                | Principles of Skin Care/ Facials   | FALL         |
| Esthetics            | CSME 2541                | Preparation for State License Exam | SPRING       |

| CULINARY  | Galveston College Course | Galveston College Course Name            | Term Offered  |
|---|--------------------------|--|---------------|
| Principles of Hospitality & Tourism *articulated credit | HAMG 1321                | Intro to Hospitality Industry            | FALL & SPRING |
| Intro to Culinary                                       | CHEF 1205                | Sanitation & Safety                      | FALL          |
| Intro to Culinary                                       | IFWA 1217                | Food Production/Planning & Culinary Math | SPRING        |
| Culinary Arts   | CHEF 1301                | Basic Food Preparation                   | FALL          |
| Culinary Arts   | CHEF 2302                | Saucier                                  | SPRING        |
| Advanced Culinary Arts                                  | CHEF 1302                | Principles of Healthy Cuisine            | FALL          |
| Adv. Culinary Arts                                      | PSTR 1301                | Fundamentals of Baking                   | SPRING        |

| EMT BASIC  | Galveston College Course | Galveston College Course Name                 | Term Offered  |
|--|--------------------------|---|---------------|
| Principles of Health Science *articulated credit | HPRS 1201                | Intro to Health Professions                   | FALL & SPRING |
| Medical Terminology                              | HITT 1305                | Medical Terminology                           | FALL          |
| Medical Terminology                              | HITT 1353                | Legal & Ethical Aspects of Health Information | SPRING        |
| Emergency Medical Technician                     | EMSP 1501                | EMT   | FALL          |
| Emergency Medical Technician                     | EMSP 1160                | Clinical - EMT                                | SPRING        |

#### Continued Workforce Courses

| HEALTH INFORMATICS | Galveston College Course | Galveston College Course Name | Term Offered |
|--------------------|--------------------------|-------------------------------|--------------|
|--------------------|--------------------------|-------------------------------|--------------|

|   |           |   |               |
|---|-----------|---|---------------|
| Principles of Health Science<br>*articulated credit | HPRS 1201 | Intro to Health Professions                   | FALL & SPRING |
| Medical Terminology                                 | HITT 1305 | Medical Terminology                           | FALL          |
| Medical Terminology                                 | HITT 1353 | Legal & Ethical Aspects of Health Information | SPRING        |
| Medical Intervention, Evaluation & Research         | HITT 2330 | Pathophysiology & Pharmacology                | FALL          |
| Medical Intervention, Evaluation & Research         | MDCA 1309 | A & P Medical Assistants                      | SPRING        |
| Healthcare Management & Administration              | POFM 1327 | Medical Insurance                             | FALL          |
| Healthcare Management & Administration              | HITT 1341 | Coding and Classification                     | SPRING        |

| HOSPITALITY   | Galveston College Course | Galveston College Course Name                     | Term Offered  |
|---|--------------------------|---|---------------|
| Principles of Hospitality & Tourism<br>* articulated credit | HAMG 1321                | Intro to Hospitality Industry                     | FALL & SPRING |
| Intro to Events & Meeting Planning                          | HAMG 1313                | Front Office Management                           | FALL          |
| Intro to Events & Meeting Planning                          | HAMG 2330                | Convention & Group Management Services            | SPRING        |
| Hospitality Services  | HAMG 1324                | Hospitality HR Management                         | FALL          |
| Hospitality Services  | HAMG 2188                | Internship - Hospitality HR Mgmt.                 | SPRING        |
| Practicum in Hospitality Services                           | HAMG 2305                | Hospitality Management & Leadership               | FALL          |
| Practicum in Hospitality Services                           | HAMG 2189                | Internship- Hospitality Management and Leadership | SPRING        |

| Imaging Technology Radiography                     | Galveston College Course | Galveston College Course Name        | Term Offered |
|--|--------------------------|--------------------------------------|--------------|
| Intro to Imaging Technology<br>*articulated credit | RADR 1309                | Intro to Radiology and Patient Care  | FALL         |
| Intro to Imaging Technology<br>*articulated credit | RADR 2313                | Radiology Biology and Safety         | SPRING       |
| Imaging Technology I                               | RADR 2209                | Radiology Imaging Equipment          | FALL         |
| Imaging Technology I                               | RADR 1411                | Basic Radiology Procedures           | SPRING       |
| Math for Medical Professions                       | BIOL 2401                | Anatomy & Physiology I               | FALL         |
| Math for Medical Professions                       | MATH 1314                | College Algebra                      | SPRING       |
| Imaging Technology II                              | RADR 2401                | Intermediate Radiographic Procedures | FALL         |

**Continued Workforce Courses**

|                             |           |                                       |        |
|-----------------------------|-----------|---------------------------------------|--------|
| Imaging Technology II       | RADR 1313 | Principles of Radiographic Imaging I  | SPRING |
| Imaging Technology II       | RADR 1166 | Practicum I                           | FALL   |
| Imaging Technology II       | RADR 2305 | Principles of Radiographic Imaging II | SPRING |
| Practicum of Health Science | RADR 1268 | Practicum II                          | FALL   |
| Practicum of Health Science | RADR 1368 | Practicum III                         | SPRING |

| LOGISTICS                                   | Galveston College Course | Galveston College Course Name                | Term Offered |
|---|--------------------------|--|--------------|
| Principles of D & L                         | LMGT 1319                | Introduction to Business Logistics           | FALL         |
| Principles of D & L                         | LMGT 1321                | Introduction to Materials Handling           | SPRING       |
| Concepts of D & L Technology                | OSHT 1301                | Introduction to Safety and Health            | FALL         |
| Concepts of D & L Technology                | NAUT 1305                | Maritime Law and Regulations                 | SPRING       |
| Occupational Safety & Environmental Tech. I | IBUS 1341                | Global Supply Chain Management               | FALL         |
| Occupational Safety & Environmental Tech. I | NAUT 1255                | Introduction to Ships and Shipping           | SPRING       |
| Practicum of D & L                          | LMGT 1425                | Warehouse and Distribution Center Management | FALL         |
| Practicum of D & L                          | NAUT 2310                | Seamanship II                                | SPRING       |
| Practicum of D & L                          | NAUT 1230                | Marine Engineering Familiarization           | SPRING       |

| PARALEGAL STUDIES                     | Galveston College Course | Galveston College Course Name | Term Offered |
|---------------------------------------|--------------------------|-------------------------------|--------------|
| Public Safety, Corrections & Security | CRIJ 1301                | Intro to Criminal Justice     | FALL         |
| Public Safety, Corrections & Security | CRIJ 1310                | Fundamentals of Criminal Law  | SPRING       |
| Legal Research and Writing            | LGLA 1301                | Legal Research and Writing    | FALL         |
| Advanced Legal Skills Professions     | LGLA 1313                | Intro to Paralegal Studies    | SPRING       |
| Business Law                          | LGLA 1345                | Civil Litigation              | FALL         |
| Courts Systems Practices              | LGLA 1317                | Law Office Technology         | SPRING       |

#### Continued Workforce Courses

| SURGICAL TECHNICIAN                                 | Galveston College Course    | Galveston College Course Name                 | Term Offered  |
|---|-----------------------------|---|---------------|
| Principles of Health Science<br>*articulated credit | HPRS 1201                   | INTRO TO HEALTH PROFESSIONS                   | FALL & SPRING |
| Medical Terminology                                 | HITT 1305                   | MEDIAL TERMINOLOGY I                          | FALL          |
| Medical Terminology                                 | HITT 1353                   | LEGAL & ETHICAL ASPECTS OF HEALTH INFORMATION | SPRING        |
| Practicum in Health Science                         | MDCA 1309<br>(OR SCIT 1307) | ANATOMY & PHYSIOLOGY FOR MEDICAL ASSISTANTS   | FALL          |
| Practicum in Health Science                         | SRGT 1505                   | INTRO TO SURGICAL TECHNOLOGY                  | SPRING        |

| TEACHING & LEARNING               | Galveston College Course | Galveston College Course Name           | Term Offered |
|-----------------------------------|--------------------------|---|--------------|
| Practicum in Education & Training | EDUC 1301                | Introduction to the Teaching Profession | FALL         |
| Practicum in Education & Training | EDUC 2301                | Introduction to Special Populations     | SPRING       |

| WELDING                                  | Galveston College Course | Galveston College Course Name                 | Term Offered |
|--|--------------------------|---|--------------|
| Intro to Welding<br>* Articulated Credit | WLDG 1313                | Intro Blueprint Reading                       | FALL         |
| Intro to Welding<br>* Articulated Credit | WLDG 1407                | Intro to Welding Using Multiple Processes     | SPRING       |
| Welding 1                                | WLDG 1428                | Intro to Shielded Metal Arc Welding (SMAW)    | FALL         |
| Welding 1                                | WLDG 1434                | Intro to Gas Tungsten Arc Welding (GTAW)      | SPRING       |
| Welding 2 + Lab                          | WLDG 2443                | Advanced Shield Metal Arc Welding             | FALL         |
| Welding 2 + Lab                          | WLDG 1435                | Intro to Pipe                                 | SPRING       |
| Extended Welding Practicum               | WLDG 2413                | Intermediate Welding Using Multiple Processes | FALL         |
| Extended Welding Practicum               | WLDG 1317                | Introduction to Layout and Fabrication        | SPRING       |



**DUAL CREDIT**

**MAIN CAMPUS**

4015 Avenue Q Galveston, TX 77550

**CHARLIE THOMAS FAMILY  
APPLIED TECHNOLOGY CENTER**

7626 Broadway Galveston, TX 77554

**PHONE**

409-944-4242

**WEBSITE**

GC.EDU





**Galveston  
College**

**DUAL CREDIT**

**MEMORANDUM OF UNDERSTANDING**

*between*

*Galveston College*

*and*

*Galveston Independent School District*

## MEMORANDUM OF UNDERSTANDING

Galveston College (herein as the "College") and Galveston Independent School District, (herein as the "School District") enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2025-2026**.

WHEREAS, The State of Texas mandated via House Bill 5, Section 10 that each school district shall partner with at least one institution of higher education to develop and provide courses in college preparatory Mathematics and English Language Arts.

WHEREAS the parties have agreed to enter into a collaborative agreement where students who are deemed to not be college ready per House Bill 10, Section 10;

WHEREAS, Galveston Independent School District (GISD) and Galveston College (GC) jointly recognized an opportunity to create seamless pathways for students to enter into college level work in Mathematics and English Language Arts without further remediation;

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this MOU and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, GISD and GC, agree as follows:

Scope of Services. GISD and GC agree to collaborate to develop and maintain college preparatory Mathematics and English Language Arts courses that meet the terms of this agreement as outlined below. GISD and GC will meet regularly to maintain the integrity and evaluate the effectiveness of the program.

Term. The initial term of this MOU shall be for the 2025-2026 academic year. Either party may terminate this MOU, without cause, upon at least thirty (30) calendar days prior written notice to the other party, with termination effective upon the expiration of the thirty (30) days or as mutually agreed to by the parties.

The College agrees to the following for both the Mathematics and English Language Arts courses:

- To share data and provide feedback regarding student success on entry-level college Mathematics and English Language Arts courses, and
- To ensure that students are counseled into appropriate Mathematics and English Language Arts, and/or all other courses that require college preparation in Mathematics and English Language Arts.

The College agrees to the following for the college-preparatory Mathematics course(s):

- To provide the Student Learning Outcomes;
- To provide the syllabi for the courses being offered.

The College agrees to the following for the college-preparatory English Language Arts course(s):

- To provide the Student Learning Outcomes;
- To provide the syllabi for the courses being offered.

The School District agrees to the following for both the Mathematics and English Language Arts college-preparatory courses:

- To identify students who are not college ready as stated in HB 5;
- To provide professional development and resources required to teach the Mathematics and English Language Arts college preparatory courses;
- To identify successful completion of the course(s) on the student transcripts as determined by the State of Texas PEIMS number;
- To deny students enrolled in these course exemptions from final exams; and,
- To provide assistance with college enrollment and financial aid applications.

The School District agrees to the following for the college preparatory mathematics course(s):

- To recommend to students who complete the final transition course in mathematics that they are ready to attempt an approved TSI test.

The School District agrees to the following for the college preparatory English Language Arts course:

- To recommend to students who have completed the final transition course in English Language Arts that they are ready to attempt an approved TSI test.

Governing Law and Venue. This MOU shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflicts of law's provisions. The mandatory and exclusive venue for the adjudication or resolution of any dispute arising out of this Agreement shall be in Galveston County, Texas.

Entire Agreement. This MOU and the attached and incorporated addendum or exhibit, if any, contain the entire agreement of the parties relative to the purpose(s) of the MOU and supersede any other representations, agreements, arrangements, negotiations, or understanding, oral or written, between the parties to this MOU.

Severability. In the event that any one or more of the provisions contained in this MOU shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the MOU shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

Changes and Amendments. This MOU may be amended, modified, and/or supplemented only by the mutual agreement of the parties, in writing, to be attached to and incorporated in this MOU.

Approved and executed by Galveston College and signed by its President.

\_\_\_\_\_  
Dr. W. Myles Shelton, President

\_\_\_\_\_  
Date

Approved and executed by the Galveston Independent School District and signed by its Superintendent.

\_\_\_\_\_  
Dr. Matthew Neighbors, Superintendent

\_\_\_\_\_  
Date



**Galveston  
College**

**DUAL CREDIT**

**INSTRUCTIONAL AGREEMENT**

between

**Galveston College**

and

**O'Connell College Preparatory School**

## **INSTRUCTIONAL AGREEMENT**

Galveston College (herein as the "College") and O'Connell College Preparatory School, a Texas private preparatory school (referred to herein as the "School"), enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2025-2026**.

### **I. PURPOSE**

Galveston College and the O'Connell Preparatory School support and believe in a partnership that will provide opportunities for qualified high school students to participate in early admission classes, to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, Galveston College agrees to provide college-level instruction for O'Connell Preparatory School. Further, the College and O'Connell Preparatory School agree that it is the responsibility of the College to grant college credit, and it is the responsibility of O'Connell Preparatory School to grant high school credit.

### **II. DUAL CREDIT PROGRAM GOALS**

According to Texas HB 1638, Galveston College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent school districts and institutions, Galveston College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

### **III. STUDENT ELIGIBILITY REQUIREMENTS**

Students enrolled at O'Connell Preparatory School may be eligible to participate in dual credit/early admission classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an Associate Degree may be admitted if the student:
  - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), or as per the [Texas Administrative Code Rule §4.86](#)
    - a1. The college may enroll students who have not met this eligibility in MATH 1332 which can be used as a College Connect Course, or as per the [Texas Administrative Code Rule §4.344](#)
    - a2. Students may enroll as non-degree seeking and be allowed to take standard academic classes on their first semester up to 14 credit hours on a case by case basis.
  - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
  - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
  - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
3. A student who has been enrolled in a non-traditional program of study (i.e., a home school or a non-accredited high school) and who is now enrolled within O'Connell Preparatory School must satisfy paragraphs 1, 2, or 3 of this subsection.
4. To be eligible for enrollment in a dual credit course offered by the College, a student must meet all of the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).
5. In the case of certain emergencies such as hurricane, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and O'Connell Preparatory School will employ holistic advising to ensure proper student eligibility.

### **IV. LOCATION AND STUDENT COMPOSITION OF CLASSES**

1. Dual Credit courses may be taught on the College campus, online, or on the high school campus. Early Admissions courses will be taught at Galveston College. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus instruction, as promulgated by the THECB.
2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit only and partly of students enrolled for early admission, AP, and/or college credit, may be allowed under one of the following conditions:
  - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course;
  - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
  - c. If the course is a career and technology/college workforce course and high school credit-only students are able to earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Early Admissions/Dual Credit classes regardless of location will follow an approved College calendar.

## **V. FACULTY SELECTION, SUPERVISION, AND EVALUATION**

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
3. Instructors teaching courses which result in the award of college credit will be employed faculty members of the College or must meet the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College. All faculty selected by the College to teach early admission enrollment classes will be considered employees of the College and will be compensated by the College in accordance with College policy, procedures, and guidelines.
4. All instructor's applications for employment and official transcripts from each college or university attended will be kept on file at the College.
5. The College and the School agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and School personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

## **VI. ELIGIBLE COURSES**

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOSC or POSC. Courses offered as Early Admission courses and taken at the College's main campus must be identified as a college-level academic course in the current edition of the ACGM and may or may not be included in the College's core curriculum. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.

2. Remedial and developmental courses may not be offered for dual credit course credit and are not eligible courses under this agreement.
3. Approved courses being taught for Dual Credit (academic or workforce) and/or Early Admission credit, must follow the College syllabus. It is the responsibility of the O'Connell Preparatory School to work with the College to align the high school curriculum with the college course syllabus.
4. A course equivalency crosswalk of academic and workforce dual credit courses and high school classes are included in Appendix A and B.

## **VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.
2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit and early admissions courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Textbooks should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the textbook must be approved in advance by the appropriate instructional department of the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Textbooks purchases, aside from those made by grants, scholarships and other financial aid, will be made by the student and/or guardian.
5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the appropriate course syllabus. Whereas, the college uses a letter grade and the school requires a numeric grade, faculty teaching dual credit courses will report a letter grade as required by college policy and as outlined in the syllabus to the College, and will report a numeric grade to the school. The school is responsible for recording the numeric grade in accordance with their established policies and guidelines.

6. The College and O'Connell Preparatory School agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and the School will collaborate on ways to ensure that all Dual Credit students are provided the means to succeed.
7. Faculty, who are responsible for teaching dual credit and/or early admission enrollment classes, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or the O'Connell Preparatory School. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

## **VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES**

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.
2. Student Services
  - a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit and/or early admissions classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
  - b. O'Connell Preparatory School agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. The School further agrees to provide official high school transcripts, test scores, and such certifications that may be required by the College during the admission and registration process.
  - c. The College and O'Connell Preparatory School agree to work together to plan and to try to schedule early admission and/or dual credit enrollment classes a semester in advance of offering the course(s).

### 3. Learning Resources

- a. The College agrees to grant O'Connell Preparatory School students enrolled in College courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, Galveston College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. O'Connell Preparatory School agrees to allow those students currently enrolled in Galveston College courses, within the school 's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and O'Connell Preparatory School agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistent with their policies and procedures to ensure that the past due books and/or materials are returned in as an expedient a manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.
- e. To be eligible for these privileges at the College a student must present proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

### **IX. TRANSCRIPTING OF CREDIT**

1. For workforce and academic dual credit and/or early admission courses which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.

2. For workforce and academic early admission or dual credit courses which may result in high school-level credit, O'Connell Preparatory School will transcript all course work in accordance with the school's normal policies and procedures immediately following the end date of the course. Further, O'Connell Preparatory School agrees to make available in the same manner as it does to its other students an official high school transcript that may be sent to other schools, colleges, or locations, as the student so designates.

## **X. FUNDING**

1. College Tuition and Fees.
  - a. The College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
  - b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
  - c. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
  - d. O'Connell Preparatory School agrees to pay for the cost of tuition, fees, textbooks, and required student supplies or to indicate to the College who is responsible for tuition, fees, textbooks, and required student supply items.
  - e. The College and O'Connell Preparatory School agree that tuition and fees which are to be paid by the student are due and payable in full at the time of registration. If O'Connell Preparatory School alone is to be responsible for payment of a student's tuition and fees, the College agrees to bill O'Connell Preparatory School immediately following registration. O'Connell Preparatory School agrees to settle all account receivables with the College within 30 days of the billing date.
  - f. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.
2. Drops and Withdrawals - Tuition and Fee Refunds.
  - a. If for any reason it becomes necessary<sup>90</sup> for a student who has registered for

- a College class to withdraw or drop the class, the College and O'Connell Preparatory School agree that it is the responsibility of the student to officially withdraw or drop the college course.
- b. A student may add or drop a course prior to the official census date for the course. Student must clear any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind; tuition and fees will be refunded in accordance with the College approved refund schedule.
  - c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.
  - d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for the course.
  - e. Students who officially withdraw from the College shall have their tuition and mandatory fees refunded according to the official refund policy schedule. Tuition and fees paid directly to the College by O'Connell Preparatory School, sponsor, donor, or scholarship fund shall be refunded to the source rather than directly to the student.

**XI. TERMS OF THE AGREEMENT**

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of the O’Connell Preparatory School. If so approved, the Agreement shall be for the 2025-2026 academic year.

The agreement may be amended or extended by written addendum to this agreement.

If it is the intention of one party to terminate this agreement, the one party shall provide a one hundred twenty (120) day written notice to the other party of their intention to terminate this Agreement.

All notices and communications related to this agreement shall be addressed to the respective educational administrator.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. W. Myles Shelton, President

Approved by the O’Connell Preparatory School Board of Trustees, executed by the O’Connell College Preparatory School, and signed by its Principal.

By \_\_\_\_\_ Date \_\_\_\_\_  
Ms. Patti Abbott, Principal

**ADDENDUM - A**

- I. Students who are enrolled in other dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course). All standard required fees shall be waived not including special course fees such as insurance, student health insurance, Inclusive Access, and exam fees which will be paid by the School or they will indicate to the College who is responsible for payment.
- II. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
- III. Galveston College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, at Galveston College, and online.
- IV. Galveston College agrees to waive the minimum registration requirements of six (6) credit hours for dual credit students taking classes at the high school, at Galveston College, and online.
- V. Early admission academic courses or dual credit workforce courses/programs located on the campus of Galveston College shall be charged at the regular in-district tuition and fee rates established by the College.
- VI. In accordance with current rules and guidelines, required college textbooks and materials shall be furnished to the student enrolled in dual credit classes at O'Connell College Preparatory at no charge by the School.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the O'Connell College Preparatory School Board of Trustees, executed by the O'Connell Preparatory School, and signed by its Principal.

By \_\_\_\_\_  
Ms. Patti Abbott, Principal

Date \_\_\_\_\_

## APPENDIX- A

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Academic Credits** -These are general education courses that prepare students for transferring to a university. All GC dual credit classes are part of the Texas Common Core: classes that all public Texas Colleges and Universities must accept. However, it is highly recommended to speak with the intended transfer institution to discuss which courses will be accepted and how those courses will apply to a degree plan.

| High School Course Name               | Galveston College Course | Galveston College Course Name         | Term Offered    |
|---------------------------------------|--------------------------|---------------------------------------|-----------------|
| Anatomy & Physiology                  | BIOL 2401                | Anatomy & Physiology I                | FALL            |
| Anatomy & Physiology                  | BIOL 2402                | Anatomy & Physiology II               | SPRING          |
| Biology                               | BIOL 1406                | General Biology I                     | FALL            |
| Biology                               | BIOL 1407                | General Biology II                    | SPRING          |
| Business & Professional Communication | SPCH 1321                | Business & Professional Communication | FALL & SPRING   |
| Calculus                              | MATH 2413                | Calculus I                            | FALL            |
| Calculus                              | MATH 2414                | Calculus II                           | SPRING          |
| Chemistry                             | CHEM 1411                | General Chemistry I                   | NIGHT or SUMMER |
| Chemistry                             | CHEM 1412                | General Chemistry II                  | NIGHT or SUMMER |
| College Algebra                       | MATH 1314                | College Algebra                       | FALL & SPRING   |
| College Statistics                    | MATH 1342                | Elementary Statistics                 | FALL            |
| Contemporary Math                     | MATH 1332                | Contemporary Mathematics              | FALL            |
| Economics                             | ECON 2301                | Principles of Macroeconomics          | *SPRING 2026    |
| Education                             | EDUC 1301                | Intro to Education                    | FALL            |
| Education                             | EDUC 2301                | Intro to Special Populations          | SPRING          |
| English III or IV                     | ENGL 1301                | Composition I                         | FALL            |
| English III or IV                     | ENGL 1302                | Composition II                        | SPRING          |
| English IV                            | ENGL 2322                | British Literature I                  | SPRING          |
| English IV                            | ENGL 2311                | Technical Writing                     | FALL            |
| Environmental Science +Lab            | ENVR 1301/<br>ENVR 1101  | Environmental Science I + Lab         | FALL            |
| Environmental Science + Lab           | ENVR 1302/<br>ENVR 1102  | Environmental Science II + Lab        | SPRING          |
| Federal Government                    | GOVT 2305                | Federal Government                    | FALL & SPRING   |
| Learning Framework                    | PSYC / EDUC 1300         | Learning Framework                    | FALL & SPRING   |
| Music Appreciation                    | MUSI 1306                | Music Appreciation                    | FALL & SPRING   |
| Philosophy                            | PHIL 1301                | Intro to Philosophy                   | FALL & SPRING   |
| Physics                               | PHYS 1401                | College Physics I                     | NIGHT or SUMMER |

Continued Academic Courses

94

|                      |           |                         |                 |
|----------------------|-----------|-------------------------|-----------------|
| Physics              | PHSY 1402 | College Physics II      | NIGHT or SUMMER |
| Pre-Calculus         | MATH 2312 | Pre-Calculus            | SPRING          |
| Psychology           | PSYC 2301 | General Psychology      | FALL & SPRING   |
| Sociology            | SOCI 1301 | Introductory Sociology  | FALL & SPRING   |
| Texas Government     | GOVT 2305 | Texas Government        | FALL & SPRING   |
| US History           | HIST 1301 | US History I            | FALL            |
| US History           | HIST 1302 | US History II           | SPRING          |
| Western Civilization | HIST 2311 | Western Civilization I  | FALL            |
| Western Civilization | HIST 2312 | Western Civilization II | SPRING          |
|                      |           |                         |                 |
|                      |           |                         |                 |

## APPENDIX B

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Workforce credits-** These are courses within programs that prepare students for specific careers and vocations such as Cosmetology, HVAC, Welding, Medical Administration, etc.,. Students may be able to earn a certificate or and associate degree in these programs.

| COSMETOLOGY          | Galveston College Course | Galveston College Course Name      | Term Offered |
|----------------------|--------------------------|------------------------------------|--------------|
| Intro to Cosmetology | CSME 1501                | Orientation to Cosmetology         | FALL         |
| Intro to Cosmetology | CSME 1410                | Intro to Haircutting & Theory      | SPRING       |
| Cosmetology 1 + Lab  | CSME 1354                | Artistry of Hair Design            | FALL         |
| Cosmetology 1 + Lab  | CSME 1543                | Manicuring & Theory                | SPRING       |
| Cosmetology 2        | CSME 1453                | Chemical Reformation & Theory      | FALL         |
| Cosmetology 2        | CSME 2401                | Principles of Hair Color & Theory  | SPRING       |
| Esthetics            | CSME 1547                | Principles of Skin Care/ Facials   | FALL         |
| Esthetics            | CSME 2541                | Preparation for State License Exam | SPRING       |

| CULINARY  | Galveston College Course | Galveston College Course Name            | Term Offered  |
|---|--------------------------|--|---------------|
| Principles of Hospitality & Tourism *articulated credit | HAMG 1321                | Intro to Hospitality Industry            | FALL & SPRING |
| Intro to Culinary                                       | CHEF 1205                | Sanitation & Safety                      | FALL          |
| Intro to Culinary                                       | IFWA 1217                | Food Production/Planning & Culinary Math | SPRING        |
| Culinary Arts   | CHEF 1301                | Basic Food Preparation                   | FALL          |
| Culinary Arts   | CHEF 2302                | Saucier                                  | SPRING        |
| Advanced Culinary Arts                                  | CHEF 1302                | Principles of Healthy Cuisine            | FALL          |
| Adv. Culinary Arts                                      | PSTR 1301                | Fundamentals of Baking                   | SPRING        |

| EMT BASIC  | Galveston College Course | Galveston College Course Name                 | Term Offered  |
|--|--------------------------|---|---------------|
| Principles of Health Science *articulated credit | HPRS 1201                | Intro to Health Professions                   | FALL & SPRING |
| Medical Terminology                              | HITT 1305                | Medical Terminology                           | FALL          |
| Medical Terminology                              | HITT 1353                | Legal & Ethical Aspects of Health Information | SPRING        |
| Emergency Medical Technician                     | EMSP 1501                | EMT   | FALL          |
| Emergency Medical Technician                     | EMSP 1160                | Clinical - EMT                                | SPRING        |

#### Continued Workforce Courses

| HEALTH INFORMATICS | Galveston College Course | Galveston College Course Name | Term Offered |
|--------------------|--------------------------|-------------------------------|--------------|
|--------------------|--------------------------|-------------------------------|--------------|

|   |           |   |               |
|---|-----------|---|---------------|
| Principles of Health Science<br>*articulated credit | HPRS 1201 | Intro to Health Professions                   | FALL & SPRING |
| Medical Terminology                                 | HITT 1305 | Medical Terminology                           | FALL          |
| Medical Terminology                                 | HITT 1353 | Legal & Ethical Aspects of Health Information | SPRING        |
| Medical Intervention, Evaluation & Research         | HITT 2330 | Pathophysiology & Pharmacology                | FALL          |
| Medical Intervention, Evaluation & Research         | MDCA 1309 | A & P Medical Assistants                      | SPRING        |
| Healthcare Management & Administration              | POFM 1327 | Medical Insurance                             | FALL          |
| Healthcare Management & Administration              | HITT 1341 | Coding and Classification                     | SPRING        |

| HOSPITALITY   | Galveston College Course | Galveston College Course Name                     | Term Offered  |
|---|--------------------------|---|---------------|
| Principles of Hospitality & Tourism<br>* articulated credit | HAMG 1321                | Intro to Hospitality Industry                     | FALL & SPRING |
| Intro to Events & Meeting Planning                          | HAMG 1313                | Front Office Management                           | FALL          |
| Intro to Events & Meeting Planning                          | HAMG 2330                | Convention & Group Management Services            | SPRING        |
| Hospitality Services  | HAMG 1324                | Hospitality HR Management                         | FALL          |
| Hospitality Services  | HAMG 2188                | Internship - Hospitality HR Mgmt.                 | SPRING        |
| Practicum in Hospitality Services                           | HAMG 2305                | Hospitality Management & Leadership               | FALL          |
| Practicum in Hospitality Services                           | HAMG 2189                | Internship- Hospitality Management and Leadership | SPRING        |

| Imaging Technology Radiography                     | Galveston College Course | Galveston College Course Name        | Term Offered |
|--|--------------------------|--------------------------------------|--------------|
| Intro to Imaging Technology<br>*articulated credit | RADR 1309                | Intro to Radiology and Patient Care  | FALL         |
| Intro to Imaging Technology<br>*articulated credit | RADR 2313                | Radiology Biology and Safety         | SPRING       |
| Imaging Technology I                               | RADR 2209                | Radiology Imaging Equipment          | FALL         |
| Imaging Technology I                               | RADR 1411                | Basic Radiology Procedures           | SPRING       |
| Math for Medical Professions                       | BIOL 2401                | Anatomy & Physiology I               | FALL         |
| Math for Medical Professions                       | MATH 1314                | College Algebra                      | SPRING       |
| Imaging Technology II                              | RADR 2401                | Intermediate Radiographic Procedures | FALL         |

**Continued Workforce Courses**

|                             |           |                                       |        |
|-----------------------------|-----------|---------------------------------------|--------|
| Imaging Technology II       | RADR 1313 | Principles of Radiographic Imaging I  | SPRING |
| Imaging Technology II       | RADR 1166 | Practicum I                           | FALL   |
| Imaging Technology II       | RADR 2305 | Principles of Radiographic Imaging II | SPRING |
| Practicum of Health Science | RADR 1268 | Practicum II                          | FALL   |
| Practicum of Health Science | RADR 1368 | Practicum III                         | SPRING |

| LOGISTICS                                   | Galveston College Course | Galveston College Course Name                | Term Offered |
|---|--------------------------|--|--------------|
| Principles of D & L                         | LMGT 1319                | Introduction to Business Logistics           | FALL         |
| Principles of D & L                         | LMGT 1321                | Introduction to Materials Handling           | SPRING       |
| Concepts of D & L Technology                | OSHT 1301                | Introduction to Safety and Health            | FALL         |
| Concepts of D & L Technology                | NAUT 1305                | Maritime Law and Regulations                 | SPRING       |
| Occupational Safety & Environmental Tech. I | IBUS 1341                | Global Supply Chain Management               | FALL         |
| Occupational Safety & Environmental Tech. I | NAUT 1255                | Introduction to Ships and Shipping           | SPRING       |
| Practicum of D & L                          | LMGT 1425                | Warehouse and Distribution Center Management | FALL         |
| Practicum of D & L                          | NAUT 2310                | Seamanship II                                | SPRING       |
| Practicum of D & L                          | NAUT 1230                | Marine Engineering Familiarization           | SPRING       |

| PARALEGAL STUDIES                     | Galveston College Course | Galveston College Course Name | Term Offered |
|---------------------------------------|--------------------------|-------------------------------|--------------|
| Public Safety, Corrections & Security | CRIJ 1301                | Intro to Criminal Justice     | FALL         |
| Public Safety, Corrections & Security | CRIJ 1310                | Fundamentals of Criminal Law  | SPRING       |
| Legal Research and Writing            | LGLA 1301                | Legal Research and Writing    | FALL         |
| Advanced Legal Skills Professions     | LGLA 1313                | Intro to Paralegal Studies    | SPRING       |
| Business Law                          | LGLA 1345                | Civil Litigation              | FALL         |
| Courts Systems Practices              | LGLA 1317                | Law Office Technology         | SPRING       |

**Continued Workforce Courses**

| SURGICAL TECHNICIAN                                 | Galveston College Course    | Galveston College Course Name                 | Term Offered  |
|---|-----------------------------|---|---------------|
| Principles of Health Science<br>*articulated credit | HPRS 1201                   | INTRO TO HEALTH PROFESSIONS                   | FALL & SPRING |
| Medical Terminology                                 | HITT 1305                   | MEDIAL TERMINOLOGY I                          | FALL          |
| Medical Terminology                                 | HITT 1353                   | LEGAL & ETHICAL ASPECTS OF HEALTH INFORMATION | SPRING        |
| Practicum in Health Science                         | MDCA 1309<br>(OR SCIT 1307) | ANATOMY & PHYSIOLOGY FOR MEDICAL ASSISTANTS   | FALL          |
| Practicum in Health Science                         | SRGT 1505                   | INTRO TO SURGICAL TECHNOLOGY                  | SPRING        |

| TEACHING & LEARNING | Galveston | Galveston College | Term Offered |
|---------------------|-----------|-------------------|--------------|
|---------------------|-----------|-------------------|--------------|

|                                   | College Course | Course Name                             |        |
|-----------------------------------|----------------|---|--------|
| Practicum in Education & Training | EDUC 1301      | Introduction to the Teaching Profession | FALL   |
| Practicum in Education & Training | EDUC 2301      | Introduction to Special Populations     | SPRING |

| WELDING                                  | Galveston College Course | Galveston College Course Name                 | Term Offered |
|--|--------------------------|---|--------------|
| Intro to Welding<br>* Articulated Credit | WLDG 1313                | Intro Blueprint Reading                       | FALL         |
| Intro to Welding<br>* Articulated Credit | WLDG 1407                | Intro to Welding Using Multiple Processes     | SPRING       |
| Welding 1                                | WLDG 1428                | Intro to Shielded Metal Arc Welding (SMAW)    | FALL         |
| Welding 1                                | WLDG 1434                | Intro to Gas Tungsten Arc Welding (GTAW)      | SPRING       |
| Welding 2 + Lab                          | WLDG 2443                | Advanced Shield Metal Arc Welding             | FALL         |
| Welding 2 + Lab                          | WLDG 1435                | Intro to Pipe                                 | SPRING       |
| Extended Welding Practicum               | WLDG 2413                | Intermediate Welding Using Multiple Processes | FALL         |
| Extended Welding Practicum               | WLDG 1317                | Introduction to Layout and Fabrication        | SPRING       |



# Galveston College

DUAL CREDIT

## MAIN CAMPUS

4015 Avenue Q Galveston, TX 77550

## CHARLIE THOMAS FAMILY APPLIED TECHNOLOGY CENTER

7626 Broadway Galveston, TX 77554

## PHONE

409-944-4242

## WEBSITE

GC.EDU





**Galveston  
College**

**DUAL CREDIT**

**INSTRUCTIONAL AGREEMENT**

*between*

*Galveston College*

*and*

*Odyssey Academy*

## **INSTRUCTIONAL AGREEMENT**

Galveston College (herein as the "College") and Odyssey Academy, a Texas public charter district (referred to herein as the "School"), enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2025-2026**.

### **I. PURPOSE**

Galveston College and Odyssey Academy support and believe in a partnership that will provide opportunities for qualified high school students to participate in early admission classes, to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, Galveston College agrees to provide college-level instruction for Odyssey Academy. Further, the College and Odyssey Academy agree that it is the responsibility of the College to grant college credit, and it is the responsibility of Odyssey Academy to grant high school credit.

### **II. DUAL CREDIT PROGRAM GOALS**

According to Texas HB 1638, Galveston College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent schools and institutions, Galveston College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

### **III. STUDENT ELIGIBILITY REQUIREMENTS**

Students enrolled at Odyssey Academy may be eligible to participate in dual credit/early admission classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an Associate Degree may be admitted if the student:
  - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), or as per the [Texas Administrative Code Rule §4.86](#)
    - a1. The college may enroll students who have not met this eligibility in MATH 1332 which can be used as a College Connect Course, or as per the [Texas Administrative Code Rule §4.344](#)
    - a2. Students may enroll as non-degree seeking and be allowed to take standard academic classes on their first semester up to 14 credit hours on a case by case basis.
  - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
  - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
  - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
3. A student who has been enrolled in a non-traditional program of study (i.e., a home school or a non-accredited high school) and who is now enrolled within Odyssey Academy must satisfy paragraphs 1, 2, or 3 of these subsections.
4. To be eligible for enrollment in a dual credit course offered by the College, a student must meet all of the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).
5. In the case of certain emergencies such as hurricane, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and Odyssey Academy will employ holistic advising to ensure proper student eligibility.

### **IV. LOCATION AND STUDENT COMPOSITION OF CLASSES**

1. Dual Credit courses may be taught on the College campus, online, or on the high school campus. Early Admissions courses will be taught at Galveston College. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus instruction, as promulgated by the THECB.
2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit only and partly of students enrolled for early admission, AP, and/or college credit, may be allowed under one of the following conditions:
  - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course;
  - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
  - c. If the course is a career and technology/college workforce course and high school credit-only students are able to earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Early Admissions/Dual Credit classes regardless of location will follow an approved College calendar.

## **V. FACULTY SELECTION, SUPERVISION, AND EVALUATION**

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
3. Instructors teaching courses which result in the award of college credit will be employed faculty members of the College or must meet the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College. All faculty selected by the College to teach early admission enrollment classes will be considered employees of the College and will be compensated by the College in accordance with College policy, procedures, and guidelines.
4. All instructor's applications for employment and official transcripts from each college or university attended will be kept on file at the College.
5. The College and the School agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and School personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

## **VI. ELIGIBLE COURSES**

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOSC or POSC. Courses offered as Early Admission courses and taken at the College's main campus must be identified as a college-level academic course in the current edition of the ACGM and may or may not be included in the College's core curriculum. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.

2. Remedial and developmental courses may not be offered for dual credit course credit and are not eligible courses under this agreement.
3. Approved courses being taught for Dual Credit (academic or workforce) and/or Early Admission credit, must follow the College syllabus. It is the responsibility of the Odyssey Academy to work with the College to align the high school curriculum with the college course syllabus.
4. A course equivalency crosswalk of academic and workforce dual credit courses and high school classes are included in Appendix A and B.

## **VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.
2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit and early admissions courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Textbooks should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the textbook must be approved in advance by the appropriate instructional department of the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Courses that offer Inclusive Access will need to be accepted by the student to guarantee access to course materials.
5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the appropriate course syllabus. Faculty teaching dual credit courses will report a general scale mid-term letter grade and final grade as required by college policy and as outlined in the syllabus to the College, and will report a numeric grade to the school, which is responsible for recording the numeric grade in accordance with their established policies and guidelines.

6. The College and Odyssey Academy agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and School will collaborate on ways to ensure that all Dual Credit students are provided the means to succeed.
7. Faculty, who are responsible for teaching dual credit and/or early admission enrollment classes, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or the Odyssey Academy. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

## **VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES**

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.
2. Student Services
  - a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit and/or early admissions classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
  - b. Odyssey Academy agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. The School further agrees to provide official high school transcripts, test scores, and such certifications that may be required by the College during the admission and registration process.
  - c. The College and Odyssey Academy agree to work together to plan and to try to schedule early admission and/or dual credit enrollment classes a semester in advance of offering the course(s).

### 3. Learning Resources

- a. The College agrees to grant Odyssey Academy students enrolled in College courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, Galveston College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. Odyssey Academy agrees to allow those students currently enrolled in Galveston College courses, within the Odyssey Academy 's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and Odyssey Academy agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistent with their policies and procedures to ensure that the past due books and/or materials are returned in as an expedient a manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.
- e. To be eligible for these privileges at the College a student must present proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

### **IX. TRANSCRIPTING OF CREDIT**

1. For workforce and academic dual credit and/or early admission courses which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.

2. For workforce and academic early admission or dual credit courses which may result in high school-level credit, Odyssey Academy will transcript all course work in accordance with the schools 's normal policies and procedures immediately following the end date of the course. Further, Odyssey Academy agrees to make available in the same manner as it does to its other students an official high school transcript that may be sent to other schools, colleges, or locations, as the student so designates.

## **X. FUNDING**

1. College Tuition and Fees.
  - a. The College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
  - b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
  - c. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
  - d. The College and Odyssey Academy agree to collaborate to submit applications for the Financial Aid for Swift Transfer (FAST) scholarships for all qualified students.
  - e. Odyssey Academy agrees to pay for the cost of tuition, fees, textbooks, and required student supplies or to indicate to the College who is responsible for tuition, fees, textbooks, and required student supply items.
  - f. Odyssey Academy agrees to settle all account receivables with the College within 30 days of the billing date. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.
  
2. Drops and Withdrawals - Tuition and Fee Refunds.
  - a. If for any reason it becomes necessary for a student who has registered for a College class to withdraw or drop the class, the College and Odyssey Academy agree that it is the responsibility of the student to officially

withdraw or drop the college course.

- b. A student may add or drop a course prior to the official census date for the course. Student must clear any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind.
- c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.
- d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for the course.

**XI. TERMS OF THE AGREEMENT**

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of Odyssey Academy. If so approved, the Agreement shall be for the 2025-2026 academic year.

The agreement may be amended or extended by written addendum to this agreement.

If it is the intention of one party to terminate this agreement, the one party shall provide a one hundred twenty (120) day written notice to the other party of their intention to terminate this Agreement.

All notices and communications related to this agreement shall be addressed to the respective educational administrator.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the Odyssey Academy Board of Trustees, executed by Odyssey Academy, and signed by its Superintendent.

By \_\_\_\_\_  
Dr. Jennifer Goodman, Superintendent

Date \_\_\_\_\_

**ADDENDUM - A**

- I. Students who are enrolled in other dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course). All standard required fees shall be waived not including special course fees such as insurance, student health insurance, Inclusive Access, and exam fees which will be paid by Odyssey Academy or they will indicate to the College who is responsible for payment.
- II. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
- III. Galveston College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, at Galveston College, and online.
- IV. Galveston College agrees to waive the minimum registration requirements of six (6) credit hours for dual credit students taking classes at the high school, at Galveston College, and online.
- V. Early admission academic courses or dual credit workforce courses/programs located on the campus of Galveston College shall be charged at the regular in-district tuition and fee rates established by the College.
- VI. In accordance with current rules and guidelines, required college textbooks and materials shall be furnished to the student enrolled in dual credit classes at Odyssey Academy at no charge to the student by the School.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. W. Myles Shelton, President

Approved by the Odyssey Academy Board of Trustees, executed by Odyssey Academy, and signed by its Superintendent.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. Jennifer Goodman, Superintendent

## APPENDIX- A

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Academic Credits** -These are general education courses that prepare students for transferring to a university. All GC dual credit classes are part of the Texas Common Core: classes that all public Texas Colleges and Universities must accept. However, it is highly recommended to speak with the intended transfer institution to discuss which courses will be accepted and how those courses will apply to a degree plan.

| High School Course Name               | Galveston College Course | Galveston College Course Name         | Term Offered    |
|---------------------------------------|--------------------------|---------------------------------------|-----------------|
| Anatomy & Physiology                  | BIOL 2401                | Anatomy & Physiology I                | FALL            |
| Anatomy & Physiology                  | BIOL 2402                | Anatomy & Physiology II               | SPRING          |
| Biology                               | BIOL 1406                | General Biology I                     | FALL            |
| Biology                               | BIOL 1407                | General Biology II                    | SPRING          |
| Business & Professional Communication | SPCH 1321                | Business & Professional Communication | FALL & SPRING   |
| Calculus                              | MATH 2413                | Calculus I                            | FALL            |
| Calculus                              | MATH 2414                | Calculus II                           | SPRING          |
| Chemistry                             | CHEM 1411                | General Chemistry I                   | NIGHT or SUMMER |
| Chemistry                             | CHEM 1412                | General Chemistry II                  | NIGHT or SUMMER |
| College Algebra                       | MATH 1314                | College Algebra                       | FALL & SPRING   |
| College Statistics                    | MATH 1342                | Elementary Statistics                 | FALL            |
| Contemporary Math                     | MATH 1332                | Contemporary Mathematics              | FALL            |
| Economics                             | ECON 2301                | Principles of Macroeconomics          | *SPRING 2026    |
| Education                             | EDUC 1301                | Intro to Education                    | FALL            |
| Education                             | EDUC 2301                | Intro to Special Populations          | SPRING          |
| English III or IV                     | ENGL 1301                | Composition I                         | FALL            |
| English III or IV                     | ENGL 1302                | Composition II                        | SPRING          |
| English IV                            | ENGL 2322                | British Literature I                  | SPRING          |
| English IV                            | ENGL 2311                | Technical Writing                     | FALL            |
| Environmental Science +Lab            | ENVR 1301/<br>ENVR 1101  | Environmental Science I + Lab         | FALL            |
| Environmental Science + Lab           | ENVR 1302/<br>ENVR 1102  | Environmental Science II + Lab        | SPRING          |
| Federal Government                    | GOVT 2305                | Federal Government                    | FALL & SPRING   |
| Learning Framework                    | PSYC / EDUC 1300         | Learning Framework                    | FALL & SPRING   |
| Music Appreciation                    | MUSI 1306                | Music Appreciation                    | FALL & SPRING   |
| Philosophy                            | PHIL 1301                | Intro to Philosophy                   | FALL & SPRING   |
| Physics                               | PHYS 1401                | College Physics I                     | NIGHT or SUMMER |

Continued Academic Courses

113

|                      |           |                         |                 |
|----------------------|-----------|-------------------------|-----------------|
| Physics              | PHSY 1402 | College Physics II      | NIGHT or SUMMER |
| Pre-Calculus         | MATH 2312 | Pre-Calculus            | SPRING          |
| Psychology           | PSYC 2301 | General Psychology      | FALL & SPRING   |
| Sociology            | SOCI 1301 | Introductory Sociology  | FALL & SPRING   |
| Texas Government     | GOVT 2305 | Texas Government        | FALL & SPRING   |
| US History           | HIST 1301 | US History I            | FALL            |
| US History           | HIST 1302 | US History II           | SPRING          |
| Western Civilization | HIST 2311 | Western Civilization I  | FALL            |
| Western Civilization | HIST 2312 | Western Civilization II | SPRING          |
|                      |           |                         |                 |
|                      |           |                         |                 |

## APPENDIX B

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Workforce credits-** These are courses within programs that prepare students for specific careers and vocations such as Cosmetology, HVAC, Welding, Medical Administration, etc.,. Students may be able to earn a certificate or and associate degree in these programs.

| COSMETOLOGY          | Galveston College Course | Galveston College Course Name      | Term Offered |
|----------------------|--------------------------|------------------------------------|--------------|
| Intro to Cosmetology | CSME 1501                | Orientation to Cosmetology         | FALL         |
| Intro to Cosmetology | CSME 1410                | Intro to Haircutting & Theory      | SPRING       |
| Cosmetology 1 + Lab  | CSME 1354                | Artistry of Hair Design            | FALL         |
| Cosmetology 1 + Lab  | CSME 1543                | Manicuring & Theory                | SPRING       |
| Cosmetology 2        | CSME 1453                | Chemical Reformation & Theory      | FALL         |
| Cosmetology 2        | CSME 2401                | Principles of Hair Color & Theory  | SPRING       |
| Esthetics            | CSME 1547                | Principles of Skin Care/ Facials   | FALL         |
| Esthetics            | CSME 2541                | Preparation for State License Exam | SPRING       |

| CULINARY  | Galveston College Course | Galveston College Course Name            | Term Offered  |
|---|--------------------------|--|---------------|
| Principles of Hospitality & Tourism *articulated credit | HAMG 1321                | Intro to Hospitality Industry            | FALL & SPRING |
| Intro to Culinary                                       | CHEF 1205                | Sanitation & Safety                      | FALL          |
| Intro to Culinary                                       | IFWA 1217                | Food Production/Planning & Culinary Math | SPRING        |
| Culinary Arts   | CHEF 1301                | Basic Food Preparation                   | FALL          |
| Culinary Arts   | CHEF 2302                | Saucier                                  | SPRING        |
| Advanced Culinary Arts                                  | CHEF 1302                | Principles of Healthy Cuisine            | FALL          |
| Adv. Culinary Arts                                      | PSTR 1301                | Fundamentals of Baking                   | SPRING        |

| EMT BASIC  | Galveston College Course | Galveston College Course Name                 | Term Offered  |
|--|--------------------------|---|---------------|
| Principles of Health Science *articulated credit | HPRS 1201                | Intro to Health Professions                   | FALL & SPRING |
| Medical Terminology                              | HITT 1305                | Medical Terminology                           | FALL          |
| Medical Terminology                              | HITT 1353                | Legal & Ethical Aspects of Health Information | SPRING        |
| Emergency Medical Technician                     | EMSP 1501                | EMT   | FALL          |
| Emergency Medical Technician                     | EMSP 1160                | Clinical - EMT                                | SPRING        |

#### Continued Workforce Courses

| HEALTH INFORMATICS | Galveston College Course | Galveston College Course Name | Term Offered |
|--------------------|--------------------------|-------------------------------|--------------|
|--------------------|--------------------------|-------------------------------|--------------|

|   |           |   |               |
|---|-----------|---|---------------|
| Principles of Health Science<br>*articulated credit | HPRS 1201 | Intro to Health Professions                   | FALL & SPRING |
| Medical Terminology                                 | HITT 1305 | Medical Terminology                           | FALL          |
| Medical Terminology                                 | HITT 1353 | Legal & Ethical Aspects of Health Information | SPRING        |
| Medical Intervention, Evaluation & Research         | HITT 2330 | Pathophysiology & Pharmacology                | FALL          |
| Medical Intervention, Evaluation & Research         | MDCA 1309 | A & P Medical Assistants                      | SPRING        |
| Healthcare Management & Administration              | POFM 1327 | Medical Insurance                             | FALL          |
| Healthcare Management & Administration              | HITT 1341 | Coding and Classification                     | SPRING        |

| HOSPITALITY   | Galveston College Course | Galveston College Course Name                     | Term Offered  |
|---|--------------------------|---|---------------|
| Principles of Hospitality & Tourism<br>* articulated credit | HAMG 1321                | Intro to Hospitality Industry                     | FALL & SPRING |
| Intro to Events & Meeting Planning                          | HAMG 1313                | Front Office Management                           | FALL          |
| Intro to Events & Meeting Planning                          | HAMG 2330                | Convention & Group Management Services            | SPRING        |
| Hospitality Services  | HAMG 1324                | Hospitality HR Management                         | FALL          |
| Hospitality Services  | HAMG 2188                | Internship - Hospitality HR Mgmt.                 | SPRING        |
| Practicum in Hospitality Services                           | HAMG 2305                | Hospitality Management & Leadership               | FALL          |
| Practicum in Hospitality Services                           | HAMG 2189                | Internship- Hospitality Management and Leadership | SPRING        |

| Imaging Technology Radiography                     | Galveston College Course | Galveston College Course Name        | Term Offered |
|--|--------------------------|--------------------------------------|--------------|
| Intro to Imaging Technology<br>*articulated credit | RADR 1309                | Intro to Radiology and Patient Care  | FALL         |
| Intro to Imaging Technology<br>*articulated credit | RADR 2313                | Radiology Biology and Safety         | SPRING       |
| Imaging Technology I                               | RADR 2209                | Radiology Imaging Equipment          | FALL         |
| Imaging Technology I                               | RADR 1411                | Basic Radiology Procedures           | SPRING       |
| Math for Medical Professions                       | BIOL 2401                | Anatomy & Physiology I               | FALL         |
| Math for Medical Professions                       | MATH 1314                | College Algebra                      | SPRING       |
| Imaging Technology II                              | RADR 2401                | Intermediate Radiographic Procedures | FALL         |

**Continued Workforce Courses**

|                             |           |                                       |        |
|-----------------------------|-----------|---------------------------------------|--------|
| Imaging Technology II       | RADR 1313 | Principles of Radiographic Imaging I  | SPRING |
| Imaging Technology II       | RADR 1166 | Practicum I                           | FALL   |
| Imaging Technology II       | RADR 2305 | Principles of Radiographic Imaging II | SPRING |
| Practicum of Health Science | RADR 1268 | Practicum II                          | FALL   |
| Practicum of Health Science | RADR 1368 | Practicum III                         | SPRING |

| LOGISTICS                                   | Galveston College Course | Galveston College Course Name                | Term Offered |
|---|--------------------------|--|--------------|
| Principles of D & L                         | LMGT 1319                | Introduction to Business Logistics           | FALL         |
| Principles of D & L                         | LMGT 1321                | Introduction to Materials Handling           | SPRING       |
| Concepts of D & L Technology                | OSHT 1301                | Introduction to Safety and Health            | FALL         |
| Concepts of D & L Technology                | NAUT 1305                | Maritime Law and Regulations                 | SPRING       |
| Occupational Safety & Environmental Tech. I | IBUS 1341                | Global Supply Chain Management               | FALL         |
| Occupational Safety & Environmental Tech. I | NAUT 1255                | Introduction to Ships and Shipping           | SPRING       |
| Practicum of D & L                          | LMGT 1425                | Warehouse and Distribution Center Management | FALL         |
| Practicum of D & L                          | NAUT 2310                | Seamanship II                                | SPRING       |
| Practicum of D & L                          | NAUT 1230                | Marine Engineering Familiarization           | SPRING       |

| PARALEGAL STUDIES                     | Galveston College Course | Galveston College Course Name | Term Offered |
|---------------------------------------|--------------------------|-------------------------------|--------------|
| Public Safety, Corrections & Security | CRIJ 1301                | Intro to Criminal Justice     | FALL         |
| Public Safety, Corrections & Security | CRIJ 1310                | Fundamentals of Criminal Law  | SPRING       |
| Legal Research and Writing            | LGLA 1301                | Legal Research and Writing    | FALL         |
| Advanced Legal Skills Professions     | LGLA 1313                | Intro to Paralegal Studies    | SPRING       |
| Business Law                          | LGLA 1345                | Civil Litigation              | FALL         |
| Courts Systems Practices              | LGLA 1317                | Law Office Technology         | SPRING       |

#### Continued Workforce Courses

| SURGICAL TECHNICIAN                                 | Galveston College Course    | Galveston College Course Name                 | Term Offered  |
|---|-----------------------------|---|---------------|
| Principles of Health Science<br>*articulated credit | HPRS 1201                   | INTRO TO HEALTH PROFESSIONS                   | FALL & SPRING |
| Medical Terminology                                 | HITT 1305                   | MEDIAL TERMINOLOGY I                          | FALL          |
| Medical Terminology                                 | HITT 1353                   | LEGAL & ETHICAL ASPECTS OF HEALTH INFORMATION | SPRING        |
| Practicum in Health Science                         | MDCA 1309<br>(OR SCIT 1307) | ANATOMY & PHYSIOLOGY FOR MEDICAL ASSISTANTS   | FALL          |
| Practicum in Health Science                         | SRGT 1505                   | INTRO TO SURGICAL TECHNOLOGY                  | SPRING        |

| TEACHING & LEARNING | Galveston | Galveston College | Term Offered |
|---------------------|-----------|-------------------|--------------|
|---------------------|-----------|-------------------|--------------|

|                                   | College Course | Course Name                             |        |
|-----------------------------------|----------------|---|--------|
| Practicum in Education & Training | EDUC 1301      | Introduction to the Teaching Profession | FALL   |
| Practicum in Education & Training | EDUC 2301      | Introduction to Special Populations     | SPRING |

| WELDING                                  | Galveston College Course | Galveston College Course Name                 | Term Offered |
|--|--------------------------|---|--------------|
| Intro to Welding<br>* Articulated Credit | WLDG 1313                | Intro Blueprint Reading                       | FALL         |
| Intro to Welding<br>* Articulated Credit | WLDG 1407                | Intro to Welding Using Multiple Processes     | SPRING       |
| Welding 1                                | WLDG 1428                | Intro to Shielded Metal Arc Welding (SMAW)    | FALL         |
| Welding 1                                | WLDG 1434                | Intro to Gas Tungsten Arc Welding (GTAW)      | SPRING       |
| Welding 2 + Lab                          | WLDG 2443                | Advanced Shield Metal Arc Welding             | FALL         |
| Welding 2 + Lab                          | WLDG 1435                | Intro to Pipe                                 | SPRING       |
| Extended Welding Practicum               | WLDG 2413                | Intermediate Welding Using Multiple Processes | FALL         |
| Extended Welding Practicum               | WLDG 1317                | Introduction to Layout and Fabrication        | SPRING       |



# Galveston College

DUAL CREDIT

## MAIN CAMPUS

4015 Avenue Q Galveston, TX 77550

## CHARLIE THOMAS FAMILY APPLIED TECHNOLOGY CENTER

7626 Broadway Galveston, TX 77554

## PHONE

409-944-4242

## WEBSITE

GC.EDU





**Galveston  
College**

**DUAL CREDIT**

MEMORANDUM OF UNDERSTANDING

*between*

*Galveston College*

*and*

*Odyssey Academy*

## MEMORANDUM OF UNDERSTANDING

Galveston College (herein as the "College") and Odyssey Academy, (herein as the "School") enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2025-2026**.

WHEREAS, The State of Texas mandated via House Bill 5, Section 10 that each school district shall partner with at least one institution of higher education to develop and provide courses in college preparatory Mathematics and English Language Arts.

WHEREAS the parties have agreed to enter into a collaborative agreement where students who are deemed to not be college ready per House Bill 10, Section 10;

WHEREAS, Odyssey Academy, and Galveston College (GC) jointly recognized an opportunity to create seamless pathways for students to enter into college level work in Mathematics and English Language Arts without further remediation;

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this MOU and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Odyssey Academy, and GC, agree as follows:

Scope of Services. Odyssey Academy, and GC agree to collaborate to develop and maintain college preparatory Mathematics and English Language Arts courses that meet the terms of this agreement as outlined below. Odyssey Academy, and GC will meet regularly to maintain the integrity and evaluate the effectiveness of the program.

Term. The initial term of this MOU shall be for the 2025-2026 academic year. Either party may terminate this MOU, without cause, upon at least thirty (30) calendar days prior written notice to the other party, with termination effective upon the expiration of the thirty (30) days or as mutually agreed to by the parties.

The College agrees to the following for both the Mathematics and English Language Arts courses:

- To share data and provide feedback regarding student success on entry-level college Mathematics and English Language Arts courses, and
- To ensure that students are counseled into appropriate Mathematics and English Language Arts, and/or all other courses that require college preparation in Mathematics and English Language Arts.

The College agrees to the following for the college-preparatory Mathematics course(s):

- To provide the Student Learning Outcomes;
- To provide the syllabi for the courses being offered.

The College agrees to the following for the college-preparatory English Language Arts course(s):

- To provide the Student Learning Outcomes;
- To provide the syllabi for the courses being offered.

The School agrees to the following for both the Mathematics and English Language Arts college-preparatory courses:

- To identify students who are not college ready as stated in HB 5;
- To provide professional development and resources required to teach the Mathematics and English Language Arts college preparatory courses;
- To identify successful completion of the course(s) on the student transcripts as determined by the State of Texas PEIMS number;
- To deny students enrolled in these course exemptions from final exams; and,
- To provide assistance with college enrollment and financial aid applications.

The School agrees to the following for the college preparatory mathematics course(s):

- To recommend to students who complete the final transition course in mathematics that they are ready to attempt an approved TSI test.

The School agrees to the following for the college preparatory English Language Arts course:

- To recommend to students who have completed the final transition course in English Language Arts that they are ready to attempt an approved TSI test.

Governing Law and Venue. This MOU shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflicts of law's provisions. The mandatory and exclusive venue for the adjudication or resolution of any dispute arising out of this Agreement shall be in Galveston County, Texas.

Entire Agreement. This MOU and the attached and incorporated addendum or exhibits, if any, contain the entire agreement of the parties relative to the purpose(s) of the MOU and supersede any other representations, agreements, arrangements, negotiations, or understanding, oral or written, between the parties to this MOU.

Severability. In the event that any one or more of the provisions contained in this MOU shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the MOU shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

Changes and Amendments. This MOU may be amended, modified, and/or supplemented only by the mutual agreement of the parties, in writing, to be attached to and incorporated in this MOU.

Approved and executed by Galveston College and signed by its President.

\_\_\_\_\_  
Dr. W. Myles Shelton, President

\_\_\_\_\_  
Date

Approved and executed by Odyssey Academy, and signed by its Superintendent.

\_\_\_\_\_  
Dr. Jennifer Goodman, Superintendent

\_\_\_\_\_  
Date



**Galveston  
College**

**DUAL CREDIT**

**INSTRUCTIONAL AGREEMENT**

*between*

*Galveston College*

*and*

*Upward Hope Academy*

## **INSTRUCTIONAL AGREEMENT**

Galveston College (herein as the "College") and Upward Hope Academy, a Texas private preparatory school (herein as the "School") enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2025-2026**.

### **I. PURPOSE**

Galveston College and the Upward Hope Academy support and believe in a partnership that will provide opportunities for qualified high school students to participate in early admission classes, to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, Galveston College agrees to provide college-level instruction for Upward Hope Academy. Further, the College and Upward Hope Academy agree that it is the responsibility of the College to grant college credit, and it is the responsibility of Upward Hope Academy to grant high school credit.

### **II. DUAL CREDIT PROGRAM GOALS**

According to Texas HB 1638, Galveston College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent school districts and institutions, Galveston College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

### **III. STUDENT ELIGIBILITY REQUIREMENTS**

Students enrolled at Upward Hope Academy may be eligible to participate in dual credit/early admission classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an Associate Degree may be admitted if the student:
  - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), or as per the [Texas Administrative Code Rule §4.86](#)
    - a1. The college may enroll students who have not met this eligibility in MATH 1332 which can be used as a College Connect Course, or as per the [Texas Administrative Code Rule §4.344](#)
    - a2. Students may enroll as non-degree seeking and be allowed to take standard academic classes on their first semester up to 14 credit hours on a case by case basis.
  - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
  - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
  - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
3. A student who has been enrolled in a non-traditional program of study (i.e., a home school or a non-accredited high school) and who is now enrolled within Upward Hope Academy must satisfy paragraphs 1, 2, or 3 of this subsection.
4. To be eligible for enrollment in a dual credit course offered by the College, a student must meet all of the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).
5. In the case of certain emergencies such as hurricane, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and Upward Hope Academy will employ holistic advising to ensure proper student eligibility.

### **IV. LOCATION AND STUDENT COMPOSITION OF CLASSES**

1. Dual Credit courses may be taught on the College campus, online, or on the high school campus. Early Admissions courses will be taught at Galveston College. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus instruction, as promulgated by the THECB.
2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit only and partly of students enrolled for early admission, AP, and/or college credit, may be allowed under one of the following conditions:
  - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course;
  - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
  - c. If the course is a career and technology/college workforce course and high school credit-only students are able to earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Early Admissions/Dual Credit classes regardless of location will follow an approved College calendar.

## **V. FACULTY SELECTION, SUPERVISION, AND EVALUATION**

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
3. Instructors teaching courses which result in the award of college credit will be employed faculty members of the College or must meet the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College. All faculty selected by the College to teach early admission enrollment classes will be considered employees of the College and will be compensated by the College in accordance with College policy, procedures, and guidelines.
4. All instructor's applications for employment and official transcripts from each college or university attended will be kept on file at the College.
5. The College and the School agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and School personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

## **VI. ELIGIBLE COURSES**

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOSC or POSC. Courses offered as Early Admission courses and taken at the College's main campus must be identified as a college-level academic course in the current edition of the ACGM and may or may not be included in the College's core curriculum. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.

2. Remedial and developmental courses may not be offered for dual credit course credit and are not eligible courses under this agreement.
3. Approved courses being taught for Dual Credit (academic or workforce) and/or Early Admission credit, must follow the College syllabus. It is the responsibility of the Upward Hope Academy to work with the College to align the high school curriculum with the college course syllabus.
4. A course equivalency crosswalk of academic and workforce dual credit courses and high school classes are included in Exhibit A.

## **VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.
2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit and early admissions courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Textbooks should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the textbook must be approved in advance by the appropriate instructional department of the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Courses that offer Inclusive Access will need to be accepted by the student to guarantee access to course materials.
5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the appropriate course syllabus. Faculty teaching dual credit courses will report a general scale mid-term letter grade and final grade as required by college policy and as outlined in the syllabus to the College, and will report a numeric grade to GISD which is responsible for recording the numeric grade in accordance with their established policies and guidelines.

6. The College and Upward Hope Academy agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and the School will collaborate on ways to ensure that all Dual Credit students are provided the means to succeed.
7. Faculty, who are responsible for teaching dual credit and/or early admission enrollment classes, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or the Upward Hope Academy. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

## **VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES**

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.
2. Student Services
  - a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit and/or early admissions classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
  - b. Upward Hope Academy agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. The School further agrees to provide official high school transcripts, test scores, and such certifications that may be required by the College during the admission and registration process.
  - c. The College and Upward Hope Academy agree to work together to plan and to try to schedule early admission and/or dual credit enrollment classes a semester in advance of offering the course(s).

### 3. Learning Resources

- a. The College agrees to grant Upward Hope Academy students enrolled in College courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, Galveston College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. Upward Hope Academy agrees to allow those students currently enrolled in Galveston College courses, within the school 's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and Upward Hope Academy agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistent with their policies and procedures to ensure that the past due books and/or materials are returned in as an expedient a manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.
- e. To be eligible for these privileges at the College a student must present proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

### **IX. TRANSCRIPTING OF CREDIT**

1. For workforce and academic dual credit and/or early admission courses which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.

2. For workforce and academic early admission or dual credit courses which may result in high school-level credit, Upward Hope Academy will transcript all course work in accordance with the Upward Hope Academy normal policies and procedures immediately following the end date of the course. Further, Upward Hope Academy agrees to make available in the same manner as it does to its other students an official high school transcript that may be sent to other schools, colleges, or locations, as the student so designates.

## **X. FUNDING**

1. College Tuition and Fees.
  - a. The College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
  - b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
  - c. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
  - d. Upward Hope Academy agrees to pay for the cost of tuition, fees, textbooks, and required student supplies or to indicate to the College who is responsible for tuition, fees, textbooks, and required student supply items.
  - e. The College and Upward Hope Academy agree that tuition and fees which are to be paid by the student are due and payable in full at the time of registration. If Upward Hope Academy alone is to be responsible for payment of a student's tuition and fees, the College agrees to bill Upward Hope Academy immediately following registration. The school agrees to settle all account receivables with the College within 30 days of the billing date.
  - f. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.
2. Drops and Withdrawals - Tuition and Fee Refunds.
  - a. If for any reason it becomes necessary for a student who has registered for

- a College class to withdraw or drop the class, the College and Upward Hope Academy agree that it is the responsibility of the student to officially withdraw or drop the college course.
- b. A student may add or drop a course prior to the official census date for the course. Student must clear any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind; tuition and fees will be refunded in accordance with the College approved refund schedule.
  - c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.
  - d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for the course.
  - e. Students who officially withdraw from the College shall have their tuition and mandatory fees refunded according to the official refund policy schedule. Tuition and fees paid directly to the College by Upward Hope Academy, sponsor, donor, or scholarship fund shall be refunded to the source rather than directly to the student.

**XI. TERMS OF THE AGREEMENT**

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of the Upward Hope Academy. If so approved, the Agreement shall be for the 2025-2026 academic year.

The agreement may be amended or extended by written addendum to this agreement.

If it is the intention of one party to terminate this agreement, the one party shall provide a one hundred twenty (120) day written notice to the other party of their intention to terminate this Agreement.

All notices and communications related to this agreement shall be addressed to the respective educational administrator.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the Upward Hope Academy Board of Trustees, executed by Upward Hope Academy, and signed by its Principal.

By \_\_\_\_\_  
Ms. Kathy Whatley, Principal

Date \_\_\_\_\_

**ADDENDUM - A**

- I. Students who are enrolled in other dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course). All standard required fees shall be waived not including special course fees such as insurance, student health insurance, Inclusive Access, and exam fees which will be paid by the School or they will indicate to the College who is responsible for payment.
- II. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
- III. Galveston College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, at Galveston College, and online.
- IV. Galveston College agrees to waive the minimum registration requirements of six (6) credit hours for dual credit students taking classes at the high school, at Galveston College, and online.
- V. Early admission academic courses or dual credit workforce courses/programs located on the campus of Galveston College shall be charged at the regular in-district tuition and fee rates established by the College.
- VI. In accordance with current rules and guidelines, required college textbooks and materials shall be furnished to the student enrolled in dual credit classes at Upward Hope Academy at no charge by the School.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by Upward Hope Academy Board of Trustees, executed by the Upward Hope Academy, and signed by its Principal.

By \_\_\_\_\_  
Ms. Kathy Whatley, Principal

Date \_\_\_\_\_

## APPENDIX- A

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Academic Credits** -These are general education courses that prepare students for transferring to a university. All GC dual credit classes are part of the Texas Common Core: classes that all public Texas Colleges and Universities must accept. However, it is highly recommended to speak with the intended transfer institution to discuss which courses will be accepted and how those courses will apply to a degree plan.

| High School Course Name               | Galveston College Course | Galveston College Course Name         | Term Offered    |
|---------------------------------------|--------------------------|---------------------------------------|-----------------|
| Anatomy & Physiology                  | BIOL 2401                | Anatomy & Physiology I                | FALL            |
| Anatomy & Physiology                  | BIOL 2402                | Anatomy & Physiology II               | SPRING          |
| Biology                               | BIOL 1406                | General Biology I                     | FALL            |
| Biology                               | BIOL 1407                | General Biology II                    | SPRING          |
| Business & Professional Communication | SPCH 1321                | Business & Professional Communication | FALL & SPRING   |
| Calculus                              | MATH 2413                | Calculus I                            | FALL            |
| Calculus                              | MATH 2414                | Calculus II                           | SPRING          |
| Chemistry                             | CHEM 1411                | General Chemistry I                   | NIGHT or SUMMER |
| Chemistry                             | CHEM 1412                | General Chemistry II                  | NIGHT or SUMMER |
| College Algebra                       | MATH 1314                | College Algebra                       | FALL & SPRING   |
| College Statistics                    | MATH 1342                | Elementary Statistics                 | FALL            |
| Contemporary Math                     | MATH 1332                | Contemporary Mathematics              | FALL            |
| Economics                             | ECON 2301                | Principles of Macroeconomics          | *SPRING 2026    |
| Education                             | EDUC 1301                | Intro to Education                    | FALL            |
| Education                             | EDUC 2301                | Intro to Special Populations          | SPRING          |
| English III or IV                     | ENGL 1301                | Composition I                         | FALL            |
| English III or IV                     | ENGL 1302                | Composition II                        | SPRING          |
| English IV                            | ENGL 2322                | British Literature I                  | SPRING          |
| English IV                            | ENGL 2311                | Technical Writing                     | FALL            |
| Environmental Science +Lab            | ENVR 1301/<br>ENVR 1101  | Environmental Science I + Lab         | FALL            |
| Environmental Science + Lab           | ENVR 1302/<br>ENVR 1102  | Environmental Science II + Lab        | SPRING          |
| Federal Government                    | GOVT 2305                | Federal Government                    | FALL & SPRING   |
| Learning Framework                    | PSYC / EDUC 1300         | Learning Framework                    | FALL & SPRING   |
| Music Appreciation                    | MUSI 1306                | Music Appreciation                    | FALL & SPRING   |
| Philosophy                            | PHIL 1301                | Intro to Philosophy                   | FALL & SPRING   |
| Physics                               | PHYS 1401                | College Physics I                     | NIGHT or SUMMER |

Continued Academic Courses

136

|                      |           |                         |                 |
|----------------------|-----------|-------------------------|-----------------|
| Physics              | PHSY 1402 | College Physics II      | NIGHT or SUMMER |
| Pre-Calculus         | MATH 2312 | Pre-Calculus            | SPRING          |
| Psychology           | PSYC 2301 | General Psychology      | FALL & SPRING   |
| Sociology            | SOCI 1301 | Introductory Sociology  | FALL & SPRING   |
| Texas Government     | GOVT 2305 | Texas Government        | FALL & SPRING   |
| US History           | HIST 1301 | US History I            | FALL            |
| US History           | HIST 1302 | US History II           | SPRING          |
| Western Civilization | HIST 2311 | Western Civilization I  | FALL            |
| Western Civilization | HIST 2312 | Western Civilization II | SPRING          |
|                      |           |                         |                 |

## APPENDIX B

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Workforce credits-** These are courses within programs that prepare students for specific careers and vocations such as Cosmetology, HVAC, Welding, Medical Administration, etc.,. Students may be able to earn a certificate or and associate degree in these programs.

| COSMETOLOGY          | Galveston College Course | Galveston College Course Name      | Term Offered |
|----------------------|--------------------------|------------------------------------|--------------|
| Intro to Cosmetology | CSME 1501                | Orientation to Cosmetology         | FALL         |
| Intro to Cosmetology | CSME 1410                | Intro to Haircutting & Theory      | SPRING       |
| Cosmetology 1 + Lab  | CSME 1354                | Artistry of Hair Design            | FALL         |
| Cosmetology 1 + Lab  | CSME 1543                | Manicuring & Theory                | SPRING       |
| Cosmetology 2        | CSME 1453                | Chemical Reformation & Theory      | FALL         |
| Cosmetology 2        | CSME 2401                | Principles of Hair Color & Theory  | SPRING       |
| Esthetics            | CSME 1547                | Principles of Skin Care/ Facials   | FALL         |
| Esthetics            | CSME 2541                | Preparation for State License Exam | SPRING       |

| CULINARY  | Galveston College Course | Galveston College Course Name            | Term Offered  |
|---|--------------------------|--|---------------|
| Principles of Hospitality & Tourism *articulated credit | HAMG 1321                | Intro to Hospitality Industry            | FALL & SPRING |
| Intro to Culinary                                       | CHEF 1205                | Sanitation & Safety                      | FALL          |
| Intro to Culinary                                       | IFWA 1217                | Food Production/Planning & Culinary Math | SPRING        |
| Culinary Arts   | CHEF 1301                | Basic Food Preparation                   | FALL          |
| Culinary Arts   | CHEF 2302                | Saucier                                  | SPRING        |
| Advanced Culinary Arts                                  | CHEF 1302                | Principles of Healthy Cuisine            | FALL          |
| Adv. Culinary Arts                                      | PSTR 1301                | Fundamentals of Baking                   | SPRING        |

| EMT BASIC  | Galveston College Course | Galveston College Course Name                 | Term Offered  |
|--|--------------------------|---|---------------|
| Principles of Health Science *articulated credit | HPRS 1201                | Intro to Health Professions                   | FALL & SPRING |
| Medical Terminology                              | HITT 1305                | Medical Terminology                           | FALL          |
| Medical Terminology                              | HITT 1353                | Legal & Ethical Aspects of Health Information | SPRING        |
| Emergency Medical Technician                     | EMSP 1501                | EMT   | FALL          |
| Emergency Medical Technician                     | EMSP 1160                | Clinical - EMT                                | SPRING        |

#### Continued Workforce Courses

| HEALTH INFORMATICS | Galveston College Course | Galveston College Course Name | Term Offered |
|--------------------|--------------------------|-------------------------------|--------------|
|--------------------|--------------------------|-------------------------------|--------------|

|   |           |   |               |
|---|-----------|---|---------------|
| Principles of Health Science<br>*articulated credit | HPRS 1201 | Intro to Health Professions                   | FALL & SPRING |
| Medical Terminology                                 | HITT 1305 | Medical Terminology                           | FALL          |
| Medical Terminology                                 | HITT 1353 | Legal & Ethical Aspects of Health Information | SPRING        |
| Medical Intervention, Evaluation & Research         | HITT 2330 | Pathophysiology & Pharmacology                | FALL          |
| Medical Intervention, Evaluation & Research         | MDCA 1309 | A & P Medical Assistants                      | SPRING        |
| Healthcare Management & Administration              | POFM 1327 | Medical Insurance                             | FALL          |
| Healthcare Management & Administration              | HITT 1341 | Coding and Classification                     | SPRING        |

| HOSPITALITY   | Galveston College Course | Galveston College Course Name                     | Term Offered  |
|---|--------------------------|---|---------------|
| Principles of Hospitality & Tourism<br>* articulated credit | HAMG 1321                | Intro to Hospitality Industry                     | FALL & SPRING |
| Intro to Events & Meeting Planning                          | HAMG 1313                | Front Office Management                           | FALL          |
| Intro to Events & Meeting Planning                          | HAMG 2330                | Convention & Group Management Services            | SPRING        |
| Hospitality Services  | HAMG 1324                | Hospitality HR Management                         | FALL          |
| Hospitality Services  | HAMG 2188                | Internship - Hospitality HR Mgmt.                 | SPRING        |
| Practicum in Hospitality Services                           | HAMG 2305                | Hospitality Management & Leadership               | FALL          |
| Practicum in Hospitality Services                           | HAMG 2189                | Internship- Hospitality Management and Leadership | SPRING        |

| Imaging Technology Radiography                     | Galveston College Course | Galveston College Course Name        | Term Offered |
|--|--------------------------|--------------------------------------|--------------|
| Intro to Imaging Technology<br>*articulated credit | RADR 1309                | Intro to Radiology and Patient Care  | FALL         |
| Intro to Imaging Technology<br>*articulated credit | RADR 2313                | Radiology Biology and Safety         | SPRING       |
| Imaging Technology I                               | RADR 2209                | Radiology Imaging Equipment          | FALL         |
| Imaging Technology I                               | RADR 1411                | Basic Radiology Procedures           | SPRING       |
| Math for Medical Professions                       | BIOL 2401                | Anatomy & Physiology I               | FALL         |
| Math for Medical Professions                       | MATH 1314                | College Algebra                      | SPRING       |
| Imaging Technology II                              | RADR 2401                | Intermediate Radiographic Procedures | FALL         |

| Continued Workforce Courses |           |                                       |        |
|-----------------------------|-----------|---------------------------------------|--------|
| Imaging Technology II       | RADR 1313 | Principles of Radiographic Imaging I  | SPRING |
| Imaging Technology II       | RADR 1166 | Practicum I                           | FALL   |
| Imaging Technology II       | RADR 2305 | Principles of Radiographic Imaging II | SPRING |
| Practicum of Health Science | RADR 1268 | Practicum II                          | FALL   |
| Practicum of Health Science | RADR 1368 | Practicum III                         | SPRING |

| LOGISTICS                                   | Galveston College Course | Galveston College Course Name                | Term Offered |
|---|--------------------------|--|--------------|
| Principles of D & L                         | LMGT 1319                | Introduction to Business Logistics           | FALL         |
| Principles of D & L                         | LMGT 1321                | Introduction to Materials Handling           | SPRING       |
| Concepts of D & L Technology                | OSHT 1301                | Introduction to Safety and Health            | FALL         |
| Concepts of D & L Technology                | NAUT 1305                | Maritime Law and Regulations                 | SPRING       |
| Occupational Safety & Environmental Tech. I | IBUS 1341                | Global Supply Chain Management               | FALL         |
| Occupational Safety & Environmental Tech. I | NAUT 1255                | Introduction to Ships and Shipping           | SPRING       |
| Practicum of D & L                          | LMGT 1425                | Warehouse and Distribution Center Management | FALL         |
| Practicum of D & L                          | NAUT 2310                | Seamanship II                                | SPRING       |
| Practicum of D & L                          | NAUT 1230                | Marine Engineering Familiarization           | SPRING       |

| PARALEGAL STUDIES                     | Galveston College Course | Galveston College Course Name | Term Offered |
|---------------------------------------|--------------------------|-------------------------------|--------------|
| Public Safety, Corrections & Security | CRIJ 1301                | Intro to Criminal Justice     | FALL         |
| Public Safety, Corrections & Security | CRIJ 1310                | Fundamentals of Criminal Law  | SPRING       |
| Legal Research and Writing            | LGLA 1301                | Legal Research and Writing    | FALL         |
| Advanced Legal Skills Professions     | LGLA 1313                | Intro to Paralegal Studies    | SPRING       |
| Business Law                          | LGLA 1345                | Civil Litigation              | FALL         |
| Courts Systems Practices              | LGLA 1317                | Law Office Technology         | SPRING       |

#### Continued Workforce Courses

| SURGICAL TECHNICIAN                                 | Galveston College Course    | Galveston College Course Name                 | Term Offered  |
|---|-----------------------------|---|---------------|
| Principles of Health Science<br>*articulated credit | HPRS 1201                   | INTRO TO HEALTH PROFESSIONS                   | FALL & SPRING |
| Medical Terminology                                 | HITT 1305                   | MEDIAL TERMINOLOGY I                          | FALL          |
| Medical Terminology                                 | HITT 1353                   | LEGAL & ETHICAL ASPECTS OF HEALTH INFORMATION | SPRING        |
| Practicum in Health Science                         | MDCA 1309<br>(OR SCIT 1307) | ANATOMY & PHYSIOLOGY FOR MEDICAL ASSISTANTS   | FALL          |
| Practicum in Health Science                         | SRGT 1505                   | INTRO TO SURGICAL TECHNOLOGY                  | SPRING        |

| TEACHING & LEARNING | Galveston | Galveston College | Term Offered |
|---------------------|-----------|-------------------|--------------|
|---------------------|-----------|-------------------|--------------|

|                                   | College Course | Course Name                             |        |
|-----------------------------------|----------------|---|--------|
| Practicum in Education & Training | EDUC 1301      | Introduction to the Teaching Profession | FALL   |
| Practicum in Education & Training | EDUC 2301      | Introduction to Special Populations     | SPRING |

| WELDING                                  | Galveston College Course | Galveston College Course Name                 | Term Offered |
|--|--------------------------|---|--------------|
| Intro to Welding<br>* Articulated Credit | WLDG 1313                | Intro Blueprint Reading                       | FALL         |
| Intro to Welding<br>* Articulated Credit | WLDG 1407                | Intro to Welding Using Multiple Processes     | SPRING       |
| Welding 1                                | WLDG 1428                | Intro to Shielded Metal Arc Welding (SMAW)    | FALL         |
| Welding 1                                | WLDG 1434                | Intro to Gas Tungsten Arc Welding (GTAW)      | SPRING       |
| Welding 2 + Lab                          | WLDG 2443                | Advanced Shield Metal Arc Welding             | FALL         |
| Welding 2 + Lab                          | WLDG 1435                | Intro to Pipe                                 | SPRING       |
| Extended Welding Practicum               | WLDG 2413                | Intermediate Welding Using Multiple Processes | FALL         |
| Extended Welding Practicum               | WLDG 1317                | Introduction to Layout and Fabrication        | SPRING       |



# Galveston College

DUAL CREDIT

## MAIN CAMPUS

4015 Avenue Q Galveston, TX 77550

## CHARLIE THOMAS FAMILY APPLIED TECHNOLOGY CENTER

7626 Broadway Galveston, TX 77554

## PHONE

409-944-4242

## WEBSITE

GC.EDU





**Galveston  
College**

**DUAL CREDIT**

**INSTRUCTIONAL AGREEMENT**

*between*

*Galveston College*

*and*

*Hamshire-Fannett Independent School District*

## **INSTRUCTIONAL AGREEMENT**

Galveston College (herein as the "College") and Hamshire-Fannett Independent School District, (herein as the "HFISD") enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2025-2026**.

### **I. PURPOSE**

Galveston College and the Hamshire-Fannett Independent School District support and believe in a partnership that will provide opportunities for qualified high school students to participate in early admission classes, to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, Galveston College agrees to provide college-level instruction for HFISD. Further, the College and the HFISD agree that it is the responsibility of the College to grant college credit, and it is the responsibility of HFISD to grant high school credit.

### **II. DUAL CREDIT PROGRAM GOALS**

According to Texas HB 1638, Galveston College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent school districts and institutions, Galveston College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

### **III. STUDENT ELIGIBILITY REQUIREMENTS**

Students enrolled at HFISD may be eligible to participate in dual credit/early admission classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an Associate Degree may be admitted if the student:
  - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), or as per the [Texas Administrative Code Rule §4.86](#)
    - a1. The college may enroll students who have not met this eligibility in MATH 1332 which can be used as a College Connect Course, or as per the [Texas Administrative Code Rule §4.344](#)
    - a2. Students may enroll as non-degree seeking and be allowed to take standard academic classes on their first semester up to 14 credit hours on a case by case basis.
  - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
  - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
  - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
3. A student who has been enrolled in a non-traditional program of study (i.e., a home school or a non-accredited high school) and who is now enrolled within HFISD must satisfy paragraphs 1, 2, or 3 of these subsections.
4. To be eligible for enrollment in a dual credit course offered by the College, a student must meet all of the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).
5. In the case of certain emergencies such as hurricane, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and HFISD will employ holistic advising to ensure proper student eligibility.

### **IV. LOCATION AND STUDENT COMPOSITION OF CLASSES**

1. Dual Credit courses may be taught on the<sup>145</sup> College campus, online, or on the high

school campus. Early Admissions courses will be taught at Galveston College. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus instruction, as promulgated by the THECB.

2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit only and partly of students enrolled for early admission, AP, and/or college credit, may be allowed under one of the following conditions:
  - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course;
  - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
  - c. If the course is a career and technology/college workforce course and high school credit-only students are able to earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Early Admissions/Dual Credit classes regardless of location will follow an approved College calendar.

## **V. FACULTY SELECTION, SUPERVISION, AND EVALUATION**

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
3. Instructors teaching courses which result in the award of college credit will be employed faculty members of the College or must meet the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College. All faculty selected by the College to teach early admission enrollment classes will be considered employees of the College and will be compensated by the College in accordance with College policy, procedures, and guidelines.
4. All instructor's applications for employment and official transcripts from each college or university attended will be kept on file at the College.
5. The College and the School District agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and School District personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

## **VI. ELIGIBLE COURSES**

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOSC or POSC. Courses offered as Early Admission courses and taken at the College's main campus must be identified as a college-level academic course in the current edition of the ACGM and may or may not be included in the College's core curriculum. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.

2. Remedial and developmental courses may not be offered for dual credit course credit and are not eligible courses under this agreement.
3. Approved courses being taught for Dual Credit (academic or workforce) and/or Early Admission credit, must follow the College syllabus. It is the responsibility of the HFISD to work with the College to align the high school curriculum with the college course syllabus.
4. A course equivalency crosswalk of academic dual credit courses and high school classes are included in Appendix A.

## **VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.
2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit and early admissions courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Textbooks should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the textbook must be approved in advance by the appropriate instructional department of the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Courses that offer Inclusive Access will need to be accepted by the student to guarantee access to course materials.
5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the appropriate course syllabus. Faculty teaching dual credit courses will report a general scale mid-term letter grade and final grade as required by college policy and as outlined in the syllabus to the College, and will report a numeric grade to GISD which is responsible for recording the numeric grade in accordance with their established policies and guidelines.

7. The College and HFISD agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and School District will collaborate on ways to ensure that all Dual Credit students are provided the means to succeed.
8. Faculty, who are responsible for teaching dual credit and/or early admission enrollment classes, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or the HFISD. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

## **VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES**

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.
2. Student Services
  - a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit and/or early admissions classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
  - b. HFISD agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. The School District further agrees to provide official high school transcripts, test scores, and such certifications that may be required by the College during the admission and registration process.
  - c. The College and HFISD agree to work together to plan and to try to schedule early admission and/or dual credit enrollment classes a semester in advance of offering the course(s).

### 3. Learning Resources

- a. The College agrees to grant HFISD students enrolled in College courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, Galveston College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. HFISD agrees to allow those students currently enrolled in Galveston College courses, within the school's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and HFISD agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistent with their policies and procedures to ensure that the past due books and/or materials are returned in as an expedient a manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.
- e. To be eligible for these privileges at the College a student must present proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

### **IX. TRANSCRIPTING OF CREDIT**

1. For workforce and academic dual credit and/or early admission courses which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.

2. For workforce and academic early admission or dual credit courses which may result in high school-level credit, HFISD will transcript all course work in accordance with the HFISD's normal policies and procedures immediately following the end date of the course. Further, HFISD agrees to make available in the same manner as it does to its other students an official high school transcript that may be sent to other schools, colleges, or locations, as the student so designates.

## **X. FUNDING**

1. College Tuition and Fees.
  - a. The College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
  - b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
  - c. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
  - d. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.
2. Drops and Withdrawals - Tuition and Fee Refunds.
  - a. If for any reason it becomes necessary for a student who has registered for a College class to withdraw or drop the class, the College and HFISD agree that it is the responsibility of the student to officially withdraw or drop the college course.
  - b. A student may add or drop a course prior to the official census date for the course. Student must clear any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind.
  - c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.

- d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for the course.

**XI. TERMS OF THE AGREEMENT**

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of the Hamshire-Fannett Independent School District. If so approved, the Agreement shall be for the 2025-2026 academic year.

The agreement may be amended or extended by written addendum to this agreement.

If it is the intention of one party to terminate this agreement, the one party shall provide a one hundred twenty (120) day written notice to the other party of their intention to terminate this Agreement.

All notices and communications related to this agreement shall be addressed to the respective educational administrator.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the Hamshire-Fannett Independent School District Board of Trustees, executed by the Hamshire-Fannett Independent School, and signed by its Superintendent.

By \_\_\_\_\_  
Dr. Dwaine K. Augustine, Superintendent

Date \_\_\_\_\_

**ADDENDUM - A**

- I. Students who are enrolled in dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course). All standard regular required fees shall be waived not including special course fees such as insurance, student health insurance, Inclusive Access, and exam fees which will be paid by HFISD or they will indicate to the College who is responsible for payment.
- II. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
- III. Galveston College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, at Galveston College, and online.
- IV. Galveston College agrees to waive the minimum registration requirements of six (6) credit hours for dual credit students taking classes at the high school, at Galveston College, and Online.
- V. Early admission academic courses or dual credit workforce courses/programs located on the campus of Galveston College shall be charged at the regular in-district tuition and fee rates established by the College.
- VI. In accordance with current rules and guidelines, required college textbooks and materials shall be furnished to the student enrolled in dual credit classes at Hamshire-Fannett ISD at no charge to the student by the School.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. W. Myles Shelton, President

Approved by the Hamshire-Fannett Independent School District Board of Trustees, executed by the Hamshire-Fannett Independent School District, and signed by its Superintendent.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. Dwaine K. Augustine, Superintendent

## APPENDIX- A

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Academic Credits** -These are general education courses that prepare students for transferring to a university. All GC dual credit classes are part of the Texas Common Core: classes that all public Texas Colleges and Universities must accept. However, it is highly recommended to speak with the intended transfer institution to discuss which courses will be accepted and how those courses will apply to a degree plan.

| High School Course Name               | Galveston College Course | Galveston College Course Name         | Term Offered    |
|---------------------------------------|--------------------------|---------------------------------------|-----------------|
| Anatomy & Physiology                  | BIOL 2401                | Anatomy & Physiology I                | FALL            |
| Anatomy & Physiology                  | BIOL 2402                | Anatomy & Physiology II               | SPRING          |
| Biology                               | BIOL 1406                | General Biology I                     | FALL            |
| Biology                               | BIOL 1407                | General Biology II                    | SPRING          |
| Business & Professional Communication | SPCH 1321                | Business & Professional Communication | FALL & SPRING   |
| Calculus                              | MATH 2413                | Calculus I                            | FALL            |
| Calculus                              | MATH 2414                | Calculus II                           | SPRING          |
| Chemistry                             | CHEM 1411                | General Chemistry I                   | NIGHT or SUMMER |
| Chemistry                             | CHEM 1412                | General Chemistry II                  | NIGHT or SUMMER |
| College Algebra                       | MATH 1314                | College Algebra                       | FALL & SPRING   |
| College Statistics                    | MATH 1342                | Elementary Statistics                 | FALL            |
| Contemporary Math                     | MATH 1332                | Contemporary Mathematics              | FALL            |
| Economics                             | ECON 2301                | Principles of Macroeconomics          | *SPRING 2026    |
| Education                             | EDUC 1301                | Intro to Education                    | FALL            |
| Education                             | EDUC 2301                | Intro to Special Populations          | SPRING          |
| English III or IV                     | ENGL 1301                | Composition I                         | FALL            |
| English III or IV                     | ENGL 1302                | Composition II                        | SPRING          |
| English IV                            | ENGL 2322                | British Literature I                  | SPRING          |
| English IV                            | ENGL 2311                | Technical Writing                     | FALL            |
| Environmental Science +Lab            | ENVR 1301/<br>ENVR 1101  | Environmental Science I + Lab         | FALL            |
| Environmental Science + Lab           | ENVR 1302/<br>ENVR 1102  | Environmental Science II + Lab        | SPRING          |
| Federal Government                    | GOVT 2305                | Federal Government                    | FALL & SPRING   |
| Learning Framework                    | PSYC / EDUC 1300         | Learning Framework                    | FALL & SPRING   |
| Music Appreciation                    | MUSI 1306                | Music Appreciation                    | FALL & SPRING   |
| Philosophy                            | PHIL 1301                | Intro to Philosophy                   | FALL & SPRING   |
| Physics                               | PHYS 1401                | College Physics I                     | NIGHT or SUMMER |

Continued Academic Courses

155

|                      |           |                         |                 |
|----------------------|-----------|-------------------------|-----------------|
| Physics              | PHSY 1402 | College Physics II      | NIGHT or SUMMER |
| Pre-Calculus         | MATH 2312 | Pre-Calculus            | SPRING          |
| Psychology           | PSYC 2301 | General Psychology      | FALL & SPRING   |
| Sociology            | SOCI 1301 | Introductory Sociology  | FALL & SPRING   |
| Texas Government     | GOVT 2305 | Texas Government        | FALL & SPRING   |
| US History           | HIST 1301 | US History I            | FALL            |
| US History           | HIST 1302 | US History II           | SPRING          |
| Western Civilization | HIST 2311 | Western Civilization I  | FALL            |
| Western Civilization | HIST 2312 | Western Civilization II | SPRING          |
|                      |           |                         |                 |
|                      |           |                         |                 |

## APPENDIX B

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Workforce credits-** These are courses within programs that prepare students for specific careers and vocations such as Cosmetology, HVAC, Welding, Medical Administration, etc.,. Students may be able to earn a certificate or and associate degree in these programs.

| COSMETOLOGY          | Galveston College Course | Galveston College Course Name      | Term Offered |
|----------------------|--------------------------|------------------------------------|--------------|
| Intro to Cosmetology | CSME 1501                | Orientation to Cosmetology         | FALL         |
| Intro to Cosmetology | CSME 1410                | Intro to Haircutting & Theory      | SPRING       |
| Cosmetology 1 + Lab  | CSME 1354                | Artistry of Hair Design            | FALL         |
| Cosmetology 1 + Lab  | CSME 1543                | Manicuring & Theory                | SPRING       |
| Cosmetology 2        | CSME 1453                | Chemical Reformation & Theory      | FALL         |
| Cosmetology 2        | CSME 2401                | Principles of Hair Color & Theory  | SPRING       |
| Esthetics            | CSME 1547                | Principles of Skin Care/ Facials   | FALL         |
| Esthetics            | CSME 2541                | Preparation for State License Exam | SPRING       |

| CULINARY  | Galveston College Course | Galveston College Course Name            | Term Offered  |
|---|--------------------------|--|---------------|
| Principles of Hospitality & Tourism *articulated credit | HAMG 1321                | Intro to Hospitality Industry            | FALL & SPRING |
| Intro to Culinary                                       | CHEF 1205                | Sanitation & Safety                      | FALL          |
| Intro to Culinary                                       | IFWA 1217                | Food Production/Planning & Culinary Math | SPRING        |
| Culinary Arts   | CHEF 1301                | Basic Food Preparation                   | FALL          |
| Culinary Arts   | CHEF 2302                | Saucier                                  | SPRING        |
| Advanced Culinary Arts                                  | CHEF 1302                | Principles of Healthy Cuisine            | FALL          |
| Adv. Culinary Arts                                      | PSTR 1301                | Fundamentals of Baking                   | SPRING        |

| EMT BASIC  | Galveston College Course | Galveston College Course Name                 | Term Offered  |
|--|--------------------------|---|---------------|
| Principles of Health Science *articulated credit | HPRS 1201                | Intro to Health Professions                   | FALL & SPRING |
| Medical Terminology                              | HITT 1305                | Medical Terminology                           | FALL          |
| Medical Terminology                              | HITT 1353                | Legal & Ethical Aspects of Health Information | SPRING        |
| Emergency Medical Technician                     | EMSP 1501                | EMT   | FALL          |
| Emergency Medical Technician                     | EMSP 1160                | Clinical - EMT                                | SPRING        |

#### Continued Workforce Courses

| HEALTH INFORMATICS | Galveston College Course | Galveston College Course Name | Term Offered |
|--------------------|--------------------------|-------------------------------|--------------|
|--------------------|--------------------------|-------------------------------|--------------|

|   |           |   |               |
|---|-----------|---|---------------|
| Principles of Health Science<br>*articulated credit | HPRS 1201 | Intro to Health Professions                   | FALL & SPRING |
| Medical Terminology                                 | HITT 1305 | Medical Terminology                           | FALL          |
| Medical Terminology                                 | HITT 1353 | Legal & Ethical Aspects of Health Information | SPRING        |
| Medical Intervention, Evaluation & Research         | HITT 2330 | Pathophysiology & Pharmacology                | FALL          |
| Medical Intervention, Evaluation & Research         | MDCA 1309 | A & P Medical Assistants                      | SPRING        |
| Healthcare Management & Administration              | POFM 1327 | Medical Insurance                             | FALL          |
| Healthcare Management & Administration              | HITT 1341 | Coding and Classification                     | SPRING        |

| HOSPITALITY   | Galveston College Course | Galveston College Course Name                     | Term Offered  |
|---|--------------------------|---|---------------|
| Principles of Hospitality & Tourism<br>* articulated credit | HAMG 1321                | Intro to Hospitality Industry                     | FALL & SPRING |
| Intro to Events & Meeting Planning                          | HAMG 1313                | Front Office Management                           | FALL          |
| Intro to Events & Meeting Planning                          | HAMG 2330                | Convention & Group Management Services            | SPRING        |
| Hospitality Services  | HAMG 1324                | Hospitality HR Management                         | FALL          |
| Hospitality Services  | HAMG 2188                | Internship - Hospitality HR Mgmt.                 | SPRING        |
| Practicum in Hospitality Services                           | HAMG 2305                | Hospitality Management & Leadership               | FALL          |
| Practicum in Hospitality Services                           | HAMG 2189                | Internship- Hospitality Management and Leadership | SPRING        |

| Imaging Technology Radiography                     | Galveston College Course | Galveston College Course Name        | Term Offered |
|--|--------------------------|--------------------------------------|--------------|
| Intro to Imaging Technology<br>*articulated credit | RADR 1309                | Intro to Radiology and Patient Care  | FALL         |
| Intro to Imaging Technology<br>*articulated credit | RADR 2313                | Radiology Biology and Safety         | SPRING       |
| Imaging Technology I                               | RADR 2209                | Radiology Imaging Equipment          | FALL         |
| Imaging Technology I                               | RADR 1411                | Basic Radiology Procedures           | SPRING       |
| Math for Medical Professions                       | BIOL 2401                | Anatomy & Physiology I               | FALL         |
| Math for Medical Professions                       | MATH 1314                | College Algebra                      | SPRING       |
| Imaging Technology II                              | RADR 2401                | Intermediate Radiographic Procedures | FALL         |

| Continued Workforce Courses |           |                                       |        |
|-----------------------------|-----------|---------------------------------------|--------|
| Imaging Technology II       | RADR 1313 | Principles of Radiographic Imaging I  | SPRING |
| Imaging Technology II       | RADR 1166 | Practicum I                           | FALL   |
| Imaging Technology II       | RADR 2305 | Principles of Radiographic Imaging II | SPRING |
| Practicum of Health Science | RADR 1268 | Practicum II                          | FALL   |
| Practicum of Health Science | RADR 1368 | Practicum III                         | SPRING |

| LOGISTICS                                   | Galveston College Course | Galveston College Course Name                | Term Offered |
|---|--------------------------|--|--------------|
| Principles of D & L                         | LMGT 1319                | Introduction to Business Logistics           | FALL         |
| Principles of D & L                         | LMGT 1321                | Introduction to Materials Handling           | SPRING       |
| Concepts of D & L Technology                | OSHT 1301                | Introduction to Safety and Health            | FALL         |
| Concepts of D & L Technology                | NAUT 1305                | Maritime Law and Regulations                 | SPRING       |
| Occupational Safety & Environmental Tech. I | IBUS 1341                | Global Supply Chain Management               | FALL         |
| Occupational Safety & Environmental Tech. I | NAUT 1255                | Introduction to Ships and Shipping           | SPRING       |
| Practicum of D & L                          | LMGT 1425                | Warehouse and Distribution Center Management | FALL         |
| Practicum of D & L                          | NAUT 2310                | Seamanship II                                | SPRING       |
| Practicum of D & L                          | NAUT 1230                | Marine Engineering Familiarization           | SPRING       |

| PARALEGAL STUDIES                     | Galveston College Course | Galveston College Course Name | Term Offered |
|---------------------------------------|--------------------------|-------------------------------|--------------|
| Public Safety, Corrections & Security | CRIJ 1301                | Intro to Criminal Justice     | FALL         |
| Public Safety, Corrections & Security | CRIJ 1310                | Fundamentals of Criminal Law  | SPRING       |
| Legal Research and Writing            | LGLA 1301                | Legal Research and Writing    | FALL         |
| Advanced Legal Skills Professions     | LGLA 1313                | Intro to Paralegal Studies    | SPRING       |
| Business Law                          | LGLA 1345                | Civil Litigation              | FALL         |
| Courts Systems Practices              | LGLA 1317                | Law Office Technology         | SPRING       |

#### Continued Workforce Courses

| SURGICAL TECHNICIAN                                 | Galveston College Course    | Galveston College Course Name                 | Term Offered  |
|---|-----------------------------|---|---------------|
| Principles of Health Science<br>*articulated credit | HPRS 1201                   | INTRO TO HEALTH PROFESSIONS                   | FALL & SPRING |
| Medical Terminology                                 | HITT 1305                   | MEDIAL TERMINOLOGY I                          | FALL          |
| Medical Terminology                                 | HITT 1353                   | LEGAL & ETHICAL ASPECTS OF HEALTH INFORMATION | SPRING        |
| Practicum in Health Science                         | MDCA 1309<br>(OR SCIT 1307) | ANATOMY & PHYSIOLOGY FOR MEDICAL ASSISTANTS   | FALL          |
| Practicum in Health Science                         | SRGT 1505                   | INTRO TO SURGICAL TECHNOLOGY                  | SPRING        |

| TEACHING & LEARNING | Galveston | Galveston College | Term Offered |
|---------------------|-----------|-------------------|--------------|
|---------------------|-----------|-------------------|--------------|

|                                   | College Course | Course Name                             |        |
|-----------------------------------|----------------|---|--------|
| Practicum in Education & Training | EDUC 1301      | Introduction to the Teaching Profession | FALL   |
| Practicum in Education & Training | EDUC 2301      | Introduction to Special Populations     | SPRING |

| WELDING                                  | Galveston College Course | Galveston College Course Name                 | Term Offered |
|--|--------------------------|---|--------------|
| Intro to Welding<br>* Articulated Credit | WLDG 1313                | Intro Blueprint Reading                       | FALL         |
| Intro to Welding<br>* Articulated Credit | WLDG 1407                | Intro to Welding Using Multiple Processes     | SPRING       |
| Welding 1                                | WLDG 1428                | Intro to Shielded Metal Arc Welding (SMAW)    | FALL         |
| Welding 1                                | WLDG 1434                | Intro to Gas Tungsten Arc Welding (GTAW)      | SPRING       |
| Welding 2 + Lab                          | WLDG 2443                | Advanced Shield Metal Arc Welding             | FALL         |
| Welding 2 + Lab                          | WLDG 1435                | Intro to Pipe                                 | SPRING       |
| Extended Welding Practicum               | WLDG 2413                | Intermediate Welding Using Multiple Processes | FALL         |
| Extended Welding Practicum               | WLDG 1317                | Introduction to Layout and Fabrication        | SPRING       |



# Galveston College

DUAL CREDIT

## MAIN CAMPUS

4015 Avenue Q Galveston, TX 77550

## CHARLIE THOMAS FAMILY APPLIED TECHNOLOGY CENTER

7626 Broadway Galveston, TX 77554

## PHONE

409-944-4242

## WEBSITE

GC.EDU





**Galveston  
College**

**DUAL CREDIT**

MEMORANDUM OF UNDERSTANDING

*between*

*Galveston College*

*and*

*Hamshire-Fannett Independent School District*

## MEMORANDUM OF UNDERSTANDING

Galveston College (herein as the "College") and Hamshire-Fannett Independent School District, (herein as the "School District") enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2025-2026**.

WHEREAS, The State of Texas mandated via House Bill 5, Section 10 that each school district shall partner with at least one institution of higher education to develop and provide courses in college preparatory Mathematics and English Language Arts.

WHEREAS the parties have agreed to enter into a collaborative agreement where students who are deemed to not be college ready per House Bill 10, Section 10;

WHEREAS, Hamshire-Fannett Independent School District (HFISD) and Galveston College (GC) jointly recognized an opportunity to create seamless pathways for students to enter into college level work in Mathematics and English Language Arts without further remediation;

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this MOU and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, HFISD and the GC, agree as follows:

Scope of Services. HFISD and GC agree to collaborate to develop and maintain college preparatory Mathematics and English Language Arts courses that meet the terms of this agreement as outlined below. HFISD and GC will meet regularly to maintain the integrity and evaluate the effectiveness of the program.

Term. The initial term of this MOU shall be for the 2025-2026 academic year. Either party may terminate this MOU, without cause, upon at least thirty (30) calendar days prior written notice to the other party, with termination effective upon the expiration of the thirty (30) days or as mutually agreed to by the parties.

The College agrees to the following for both the Mathematics and English Language Arts courses:

- To share data and provide feedback regarding student success on entry-level college Mathematics and English Language Arts courses, and
- To ensure that students are counseled into appropriate Mathematics and English Language Arts, and/or all other courses that require college preparation in Mathematics and English Language Arts.

The College agrees to the following for the college-preparatory Mathematics course(s):

- To provide the Student Learning Outcomes;
- To provide the syllabi for the courses being offered.

The College agrees to the following for the college-preparatory English Language Arts course(s):

- To provide the Student Learning Outcomes;
- To provide the syllabi for the courses being offered.

The School District agrees to the following for both the Mathematics and English Language Arts college-preparatory courses:

- To identify students who are not college ready as stated in HB 5;
- To provide professional development and resources required to teach the Mathematics and English Language Arts college preparatory courses;
- To identify successful completion of the course(s) on the student transcripts as determined by the State of Texas PEIMS number;
- To deny students enrolled in these course exemptions from final exams; and,
- To provide assistance with college enrollment and financial aid applications.

The School District agrees to the following for the college preparatory mathematics course(s):

- To recommend to students who complete the final transition course in mathematics that they are ready to attempt an approved TSI test.

The School District agrees to the following for the college preparatory English Language Arts course:

- To recommend to students who have completed the final transition course in English Language Arts that they are ready to attempt an approved TSI test.

Governing Law and Venue. This MOU shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflicts of law's provisions. The mandatory and exclusive venue for the adjudication or resolution of any dispute arising out of this Agreement shall be in Galveston County, Texas.

Entire Agreement. This MOU and the attached and incorporated addendum or exhibits, if any, contain the entire agreement of the parties relative to the purpose(s) of the MOU and supersede any other representations, agreements, arrangements, negotiations, or understanding, oral or written, between the parties to this MOU.

Severability. In the event that any one or more of the provisions contained in this MOU shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the MOU shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

Changes and Amendments. This MOU may be amended, modified, and/or supplemented only by the mutual agreement of the parties, in writing, to be attached to and incorporated in this MOU.

Approved and executed by Galveston College and signed by its President.

\_\_\_\_\_  
Dr. W. Myles Shelton, President

\_\_\_\_\_  
Date

Approved and executed by the Hamshire-Fannett Independent School District and signed by its Superintendent.

\_\_\_\_\_  
Dr. Dwaine K. Augustine, Superintendent

\_\_\_\_\_  
Date



**Galveston  
College**

**DUAL CREDIT**

**INSTRUCTIONAL AGREEMENT**

*between*

*GALVESTON COLLEGE*

*and*

*DICKINSON ISD*

## INSTRUCTIONAL AGREEMENT

Galveston College (herein as the "College") and Dickinson ISD, a Texas public charter district (referred to herein as the "School"), enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2025-2026**.

### **I. PURPOSE**

Galveston College and Dickinson ISD support and believe in a partnership that will provide opportunities for qualified high school students to participate in early admission classes, to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, Galveston College agrees to provide college-level instruction for Dickinson ISD. Further, the College and Dickinson ISD agree that it is the responsibility of the College to grant college credit, and it is the responsibility of Dickinson ISD to grant high school credit.

### **II. DUAL CREDIT PROGRAM GOALS**

According to Texas HB 1638, Galveston College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent schools and institutions, Galveston College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

### **III. STUDENT ELIGIBILITY REQUIREMENTS**

Students enrolled at Dickinson ISD may be eligible to participate in dual credit/early admission classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an Associate Degree may be admitted if the student:
  - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), or as per the [Texas Administrative Code Rule §4.86](#)
    - a1. The college may enroll students who have not met this eligibility in MATH 1332 which can be used as a College Connect Course, or as per the [Texas Administrative Code Rule §4.344](#)
    - a2. Students may enroll as non-degree seeking and be allowed to take standard academic classes on their first semester up to 14 credit hours on a case by case basis.
  - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
  - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
  - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
3. A student who has been enrolled in a non-traditional program of study (i.e., a home school or a non-accredited high school) and who is now enrolled within Dickinson ISD must satisfy paragraphs 1, 2, or 3 of these subsections.
4. To be eligible for enrollment in a dual credit course offered by the College, a student must meet all of the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).
5. In the case of certain emergencies such as hurricane, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and Dickinson ISD will employ holistic advising to ensure proper student eligibility.

### **IV. LOCATION AND STUDENT COMPOSITION OF CLASSES**

1. Dual Credit courses may be taught on the College campus, online, or on the high school campus. Early Admissions courses will be taught at Galveston College. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus instruction, as promulgated by the THECB.
2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit only and partly of students enrolled for early admission, AP, and/or college credit, may be allowed under one of the following conditions:
  - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course;
  - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
  - c. If the course is a career and technology/college workforce course and high school credit-only students are able to earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Early Admissions/Dual Credit classes regardless of location will follow an approved College calendar.

## **V. FACULTY SELECTION, SUPERVISION, AND EVALUATION**

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
3. Instructors teaching courses which result in the award of college credit will be employed faculty members of the College or must meet the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College. All faculty selected by the College to teach early admission enrollment classes will be considered employees of the College and will be compensated by the College in accordance with College policy, procedures, and guidelines.
4. All instructor's applications for employment and official transcripts from each college or university attended will be kept on file at the College.
5. The College and the School agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and School personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

## **VI. ELIGIBLE COURSES**

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOSC or POSC. Courses offered as Early Admission courses and taken at the College's main campus must be identified as a college-level academic course in the current edition of the ACGM and may or may not be included in the College's core curriculum. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.

2. Remedial and developmental courses may not be offered for dual credit course credit and are not eligible courses under this agreement.
3. Approved courses being taught for Dual Credit (academic or workforce) and/or Early Admission credit, must follow the College syllabus. It is the responsibility of the Dickinson ISD to work with the College to align the high school curriculum with the college course syllabus.
4. A course equivalency crosswalk of academic and workforce dual credit courses and high school classes are included in Appendix A and B.

## **VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.
2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit and early admissions courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Textbooks should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the textbook must be approved in advance by the appropriate instructional department of the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Courses that offer Inclusive Access will need to be accepted by the student to guarantee access to course materials.
5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the appropriate course syllabus. Faculty teaching dual credit courses will report a general scale mid-term letter grade and final grade as required by college policy and as outlined in the syllabus to the College, and will report a numeric grade to the school, which is responsible for recording the numeric grade in accordance with their established policies and guidelines.

6. The College and Dickinson ISD agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and School will collaborate on ways to ensure that all Dual Credit students are provided the means to succeed.
7. Faculty, who are responsible for teaching dual credit and/or early admission enrollment classes, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or the Dickinson ISD. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

## **VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES**

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.
2. Student Services
  - a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit and/or early admissions classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
  - b. Dickinson ISD agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. The School further agrees to provide official high school transcripts, test scores, and such certifications that may be required by the College during the admission and registration process.
  - c. The College and Dickinson ISD agree to work together to plan and to try to schedule early admission and/or dual credit enrollment classes a semester in advance of offering the course(s).

### 3. Learning Resources

- a. The College agrees to grant Dickinson ISD students enrolled in College courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, Galveston College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. Dickinson ISD agrees to allow those students currently enrolled in Galveston College courses, within the Dickinson ISD's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and Dickinson ISD agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistent with their policies and procedures to ensure that the past due books and/or materials are returned in as an expedient a manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.
- e. To be eligible for these privileges at the College a student must present proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

### **IX. TRANSCRIPTING OF CREDIT**

1. For workforce and academic dual credit and/or early admission courses which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.
2. For workforce and academic early admission or dual credit courses which may result in high school-level credit, Dickinson ISD will transcript all course work in accordance with the schools 's normal policies and procedures immediately following the end date of the course. Further, Dickinson ISD agrees to make available in the same manner as it does to its other students an official high school transcript that may be sent to other schools, colleges, or locations, as the student so designates.

### **X. FUNDING**

## 1. College Tuition and Fees.

- a. The College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
- b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
- c. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
- d. The College and Dickinson ISD agree to collaborate to submit applications for the Financial Aid for Swift Transfer (FAST) scholarships for all qualified students.
- e. Dickinson ISD agrees to pay for the cost of tuition, fees, textbooks, and required student supplies or to indicate to the College who is responsible for tuition, fees, textbooks, and required student supply items.
- f. Dickinson ISD agrees to settle all account receivables with the College within 30 days of the billing date. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.

## 2. Drops and Withdrawals - Tuition and Fee Refunds.

- a. If for any reason it becomes necessary for a student who has registered for a College class to withdraw or drop the class, the College and Dickinson ISD agree that it is the responsibility of the student to officially withdraw or drop the college course.
- b. A student may add or drop a course prior to the official census date for the course. Student must clear any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind.
- c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the

12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.

- d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for the course.

**XI. TERMS OF THE AGREEMENT**

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of Dickinson ISD. If so approved, the Agreement shall be for the 2025-2026 academic year.

The agreement may be amended or extended by written addendum to this agreement.

If it is the intention of one party to terminate this agreement, the one party shall provide a one hundred twenty (120) day written notice to the other party of their intention to terminate this Agreement.

All notices and communications related to this agreement shall be addressed to the respective educational administrator.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the Dickinson ISD Board of Trustees, executed by Dickinson ISD, and signed by its Superintendent.

By \_\_\_\_\_  
Dr. Rebecca Brown, Superintendent

Date \_\_\_\_\_

**ADDENDUM - A**

- I. Students who are enrolled in other dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course). All standard required fees shall be waived not including special course fees such as insurance, student health insurance, Inclusive Access, and exam fees which will be paid by Dickinson ISD or they will indicate to the College who is responsible for payment.
- II. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
- III. Galveston College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, at Galveston College, and online.
- IV. Galveston College agrees to waive the minimum registration requirements of six (6) credit hours for dual credit students taking classes at the high school, at Galveston College, and online.
- V. Early admission academic courses or dual credit workforce courses/programs located on the campus of Galveston College shall be charged at the regular in-district tuition and fee rates established by the College.
- VI. In accordance with current rules and guidelines, required college textbooks and materials shall be furnished to the student enrolled in dual credit classes at Dickinson ISD at no charge to the student by the School.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. W. Myles Shelton, President

Approved by the Dickinson ISD Board of Trustees, executed by Dickinson ISD, and signed by its Superintendent.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. Rebecca Brown, Superintendent

## APPENDIX- A

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

| Healthcare Diagnostics (Imaging)                          | Galveston College Course # | Galveston College Course Name                             | Term Offered |
|---|----------------------------|---|--------------|
| Introduction to Imaging Technology<br>*articulated credit | RADR 1309                  | Intro to Rad and Patient Care                             | FALL         |
| Medical Terminology<br>*articulated credit                | RADR 2313                  | Rad Bio and Safety  | SPRING       |
| Imaging Technology I                                      | RADR 2209                  | Radiographic Imaging Equipment                            | FALL         |
| Imaging Technology I                                      | RADR 1411                  | Basic Rad Procedures                                      | SPRING       |
| Imaging Technology II                                     | RADR 2401<br>RADR 1313     | Intermediate Rad Procedure<br>Principles of Rad Imaging I | FALL         |
| Imaging Technology II                                     | RADR 1166<br>RADR 2305     | Practicum I<br>Principles Imaging II                      | SPRING       |
| Practicum in Health Science                               | RADR 1268                  | Practicum II  | FALL         |
| Practicum in Health Science                               | RADR 1368                  | Practicum III   | SPRING       |

**Certification:** Limited Medical Radiologic Technologist (LMRT)



# Galveston College

DUAL CREDIT

## MAIN CAMPUS

4015 Avenue Q Galveston, TX 77550

## CHARLIE THOMAS FAMILY APPLIED TECHNOLOGY CENTER

7626 Broadway Galveston, TX 77554

## PHONE

409-944-4242

## WEBSITE

GC.EDU



Consider Approval of Insurance Coverage Policy Renewals for National Flood Insurance Program (NFIP) and Texas Windstorm Insurance Association (TWIA)

Galveston Insurance Agency's (GIA) provides the renewal quotes for the College's TWIA and NFIP policies. These two entities provide the College's baseline coverage for all wind claims (up to \$4,424,000 per building) and flood claims (up to \$500,000 per commercial building) associated with a named or numbered storm.

The total estimated renewal for all TWIA policies is \$391,264 a 4 percent increase from the previous year. The total estimated renewal for all NFIP policies is \$144,792 a 12 percent increase from the previous year. A spreadsheet with detailed information of this coverage by property is provided to the Regents.

Please note the Total Insured Value (TIV) of Galveston College properties with GIA was \$105,810,330 The TIV of Galveston College properties for 2025-26 was reassessed and increased to \$106,567,763 (.72 percent increase). Carriers (TASB, TWIA & NFIP) use different assessment methods to predict current TIVs.

Staff recommends that the Board approve the renewals for the College's NFIP and TWIA policies through Galveston Insurance Associates.

# Galveston College

## 2025/2026 Wind Flood Estimated Premiums

Updated  
5/21/2025

| Wind Coverage - Commercial |          |                        |                            |                         |                                  |                   |                     |                  |                      |                     |                              |
|----------------------------|----------|------------------------|----------------------------|-------------------------|----------------------------------|-------------------|---------------------|------------------|----------------------|---------------------|------------------------------|
| #                          | Eff      | Location               | Description                | 100% RC Building Values | TWIA Bldg Limit or Maximum Limit | TWIA 1% Bldg Ded  | TWIA Contents Limit | TWIA 1% Cnts Ded | Total Wind Insured   | 24/25 TWIA Premiums | TWIA Comm Est 25/26 Premiums |
| 1                          | 9/1/2025 | 4015 Avenue Q          | Moody Hall-Bldg 2          | \$ 13,796,363           | \$ 4,423,000                     | \$ 44,230         | \$ 1,000            | \$ 1,000         | \$ 4,424,000         | \$ 35,853           | \$ 35,853                    |
| 2                          | 9/1/2025 | 4006-28 Avenue R       | Regents Hall/Classrooms    | \$ 35,404,125           | \$ 4,423,000                     | \$ 44,230         | \$ 1,000            | \$ 1,000         | \$ 4,424,000         | \$ 79,565           | \$ 83,543                    |
| 3                          | 9/1/2025 | 4000-02 Avenue R       | Gym-Fine Arts-Fitness Ctr  | \$ 19,098,154           | \$ 4,423,000                     | \$ 44,230         | \$ 1,000            | \$ 1,000         | \$ 4,424,000         | \$ 50,606           | \$ 53,136                    |
| 4                          | 9/1/2025 | 4015 Ave Q Rear        | Cheney Bldg 1              | \$ 1,796,570            | \$ 1,438,000                     | \$ 14,380         | \$ 1,000            | \$ 1,000         | \$ 1,439,000         | \$ 7,946            | \$ 8,343                     |
| 5                          | 9/1/2025 | 3916 Avenue Q          | 9 Unit Apt                 | \$ 1,502,479            | \$ 1,202,000                     | \$ 12,020         | \$ 188,000          | \$ 1,880         | \$ 1,390,000         | \$ 11,964           | \$ 12,562                    |
| 6                          | 9/1/2025 | 4015 Ave Q             | Seibel Student Ctr-Bldg 7  | \$ 2,577,519            | \$ 2,029,000                     | \$ 20,290         | \$ 1,000            | \$ 1,000         | \$ 2,030,000         | \$ 10,462           | \$ 10,985                    |
| 7                          | 9/1/2025 | 7626 Broadway Bldg 2   | ATC-Office/Cosmetology     | \$ 2,624,234            | \$ 2,100,000                     | \$ 21,000         | \$ 1,000            | \$ 1,000         | \$ 2,101,000         | \$ 10,827           | \$ 11,368                    |
| 8                          | 9/1/2025 | 7626 Broadway Bldg 1   | ATC-Elect/HVAC/Weld        | \$ 3,590,916            | \$ 2,843,000                     | \$ 28,430         | \$ 1,000            | \$ 1,000         | \$ 2,844,000         | \$ 39,390           | \$ 41,360                    |
| 9                          | 9/1/2025 | 7626 Broadway Bldg 3   | ATC-old used car office    | \$ 765,471              | \$ 613,000                       | \$ 6,130          | \$ 1,000            | \$ 1,000         | \$ 614,000           | \$ 3,480            | \$ 3,654                     |
| 10                         | 9/1/2025 | 4015 Ave Q             | New Nursing Health Science | \$ 19,067,109           | \$ 4,423,000                     | \$ 44,230         | \$ 1,000            | \$ 1,000         | \$ 4,424,000         | \$ 51,896           | \$ 54,491                    |
| 11                         | 9/1/2025 | 3826 Ave R Unit A-Dorm | Seibel Apartment Homes     | \$ 396,600              | \$ 318,000                       | \$ 3,180          | \$ 200,000          | \$ 2,000         | \$ 518,000           | \$ 4,541            | \$ 4,768                     |
| 12                         | 9/1/2025 | 3826 Ave R Unit A-Rear | Seibel Apartment Homes     | \$ 182,170              | \$ 146,000                       | \$ 1,460          | \$ 100,000          | \$ 1,000         | \$ 246,000           | \$ 2,266            | \$ 2,379                     |
| 13                         | 9/1/2025 | 3826 Ave R Unit B-Dorm | Seibel Apartment Homes     | \$ 396,600              | \$ 318,000                       | \$ 3,180          | \$ 200,000          | \$ 2,000         | \$ 518,000           | \$ 4,541            | \$ 4,768                     |
| 14                         | 9/1/2025 | 3826 Ave R Unit B-Rear | Seibel Apartment Homes     | \$ 182,170              | \$ 146,000                       | \$ 1,460          | \$ 100,000          | \$ 1,000         | \$ 246,000           | \$ 2,266            | \$ 2,379                     |
| 15                         | 9/1/2025 | 3826 Ave R Unit C-Dorm | Seibel Apartment Homes     | \$ 396,600              | \$ 318,000                       | \$ 3,180          | \$ 200,000          | \$ 2,000         | \$ 518,000           | \$ 4,541            | \$ 4,768                     |
| 16                         | 9/1/2025 | 3826 Ave R Unit C-Rear | Seibel Apartment Homes     | \$ 182,170              | \$ 146,000                       | \$ 1,460          | \$ 100,000          | \$ 1,000         | \$ 246,000           | \$ 2,266            | \$ 2,379                     |
| 17                         | 9/1/2025 | 3826 Ave R Unit D-Dorm | Seibel Apartment Homes     | \$ 396,600              | \$ 318,000                       | \$ 3,180          | \$ 200,000          | \$ 2,000         | \$ 518,000           | \$ 4,541            | \$ 4,768                     |
| 18                         | 9/1/2025 | 3826 Ave R Unit D-Rear | Seibel Apartment Homes     | \$ 182,170              | \$ 146,000                       | \$ 1,460          | \$ 100,000          | \$ 1,000         | \$ 246,000           | \$ 2,266            | \$ 2,379                     |
| 19                         | 9/1/2025 | 3826 Ave R Unit E-Dorm | Seibel Apartment Homes     | \$ 396,600              | \$ 318,000                       | \$ 3,180          | \$ 200,000          | \$ 2,000         | \$ 518,000           | \$ 4,541            | \$ 4,768                     |
| 20                         | 9/1/2025 | 3826 Ave R Unit E-Rear | Seibel Apartment Homes     | \$ 182,170              | \$ 146,000                       | \$ 1,460          | \$ 100,000          | \$ 1,000         | \$ 246,000           | \$ 2,266            | \$ 2,379                     |
| 21                         | 9/1/2025 | 3826 Ave R Unit F-Dorm | Seibel Apartment Homes     | \$ 396,600              | \$ 318,000                       | \$ 3,180          | \$ 200,000          | \$ 2,000         | \$ 518,000           | \$ 4,541            | \$ 4,768                     |
| 22                         | 9/1/2025 | 3826 Ave R Unit F-Rear | Seibel Apartment Homes     | \$ 182,170              | \$ 146,000                       | \$ 1,460          | \$ 100,000          | \$ 1,000         | \$ 246,000           | \$ 2,266            | \$ 2,379                     |
| 23                         | 9/1/2025 | 3826 Ave R Unit G-Dorm | Seibel Apartment Homes     | \$ 396,600              | \$ 318,000                       | \$ 3,180          | \$ 200,000          | \$ 2,000         | \$ 518,000           | \$ 4,541            | \$ 4,768                     |
| 24                         | 9/1/2025 | 3826 Ave R Unit G-Rear | Seibel Apartment Homes     | \$ 182,170              | \$ 146,000                       | \$ 1,460          | \$ 100,000          | \$ 1,000         | \$ 246,000           | \$ 2,266            | \$ 2,379                     |
| <b>TOTALS</b>              |          |                        |                            | <b>\$ 104,274,330</b>   | <b>\$ 31,165,000</b>             | <b>\$ 311,650</b> | <b>\$ 2,297,000</b> | <b>\$ 31,880</b> | <b>\$ 33,462,000</b> | <b>\$ 349,638</b>   | <b>\$ 365,327</b>            |

| Flood Coverage - Commercial |           |                      |                            |                         |                     |                  |                     |                  |                     |                     |                              |
|-----------------------------|-----------|----------------------|----------------------------|-------------------------|---------------------|------------------|---------------------|------------------|---------------------|---------------------|------------------------------|
| #                           | Eff       | Location             | Description                | 100% RC Building Values | NFIP Building Limit | NFIP Bldg Ded    | NFIP Contents Limit | NFIP Cnts Ded    | Total Flood Insured | 24/25 NFIP Premiums | NFIP Comm Est 25/26 Premiums |
| 1                           | 9/28/2025 | 4015 Ave Q           | Moody Hall-Bldg 2          | \$ 13,796,363           | \$ 500,000          | \$ 1,250         | \$ 500,000          | \$ 1,250         | \$ 1,000,000        | \$ 6,792            | \$ 8,150                     |
| 2                           | 9/28/2025 | 4006-28 Ave R        | Reg/North Bld3&4           | \$ 35,404,125           | \$ 500,000          | \$ 1,250         | \$ 500,000          | \$ 1,250         | \$ 1,000,000        | \$ 6,792            | \$ 8,150                     |
| 3                           | 9/28/2025 | 4000-02 Ave R        | FineArt/Fitness 5&6        | \$ 19,098,154           | \$ 500,000          | \$ 1,250         | \$ 500,000          | \$ 1,250         | \$ 1,000,000        | \$ 6,627            | \$ 7,952                     |
| 4                           | 9/28/2025 | 4015 Ave Q Rear      | Cheney Bldg 1              | \$ 1,796,570            | \$ 500,000          | \$ 1,250         | \$ 500,000          | \$ 1,250         | \$ 1,000,000        | \$ 6,791            | \$ 8,149                     |
| 5                           | 9/30/2025 | 3916 Avenue Q        | 9UnitApts                  | \$ 1,502,479            | \$ 500,000          | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 600,000          | \$ 6,772            | \$ 8,126                     |
| 6                           | 9/24/2025 | 4015 Avenue Q        | Seibel Bldg 7              | \$ 3,590,916            | \$ 500,000          | \$ 1,250         | \$ 500,000          | \$ 1,250         | \$ 1,000,000        | \$ 6,794            | \$ 8,153                     |
| 7                           | 7/10/2025 | 7626 Broadway Bldg 2 | ATC-shop                   | \$ 2,624,234            | \$ 500,000          | \$ 2,000         | \$ 500,000          | \$ 2,000         | \$ 1,000,000        | \$ 21,214           | \$ 22,275                    |
| 8                           | 7/10/2025 | 7626 Broadway Bldg 1 | ATC-ATC-Elect/HVAC/Weld    | \$ 3,590,916            | \$ 500,000          | \$ 2,000         | \$ 450,000          | \$ 2,000         | \$ 950,000          | \$ 20,730           | \$ 21,767                    |
| 9                           | 7/10/2025 | 7626 Broadway Bldg 3 | ATC-old used car office    | \$ 765,471              | \$ 369,000          | \$ 1,250         | \$ 200,000          | \$ 1,250         | \$ 569,000          | \$ 9,151            | \$ 10,981                    |
| 10                          | 5/11/2026 | 4015 Ave Q           | New Nursing Health Science | \$ 19,067,109           | \$ 500,000          | \$ 1,250         | \$ 500,000          | \$ 1,250         | \$ 1,000,000        | \$ 8,058            | \$ 8,461                     |
| <b>TOTALS</b>               |           |                      |                            | <b>\$ 101,236,337</b>   | <b>\$ 4,869,000</b> | <b>\$ 14,000</b> | <b>\$ 4,250,000</b> | <b>\$ 14,000</b> | <b>\$ 9,119,000</b> | <b>\$ 99,721</b>    | <b>\$ 112,165</b>            |

## Galveston College 2025/2026 Wind Flood Estimated Premiums

| Wind Coverage - Residential |           |                |             |                         |                     |                  |                     |                  |                     |                     |                               |
|-----------------------------|-----------|----------------|-------------|-------------------------|---------------------|------------------|---------------------|------------------|---------------------|---------------------|-------------------------------|
| #                           | Eff       | Location       | Description | 100% RC Building Values | TWIA Building Limit | TWIA 1% Bldg Ded | TWIA Contents Limit | TWIA 1% Cnts Ded | Total Wind Insured  | 24/25 TWIA Premiums | TWIA Resid Est 25/26 Premiums |
| 1                           | 7/21/2025 | 2203 41st St   | Dwelling    | \$ 300,977              | \$ 301,000          | \$ 3,010         | \$ 8,000            | \$ 1,000         | \$ 309,000          | \$ 3,827            | \$ 4,018                      |
| 2                           | 9/1/2025  | 2223 41st St.  | Dwelling    | \$ 241,185              | \$ 194,000          | \$ 2,412         | \$ 6,000            | \$ 1,000         | \$ 200,000          | \$ 2,468            | \$ 2,591                      |
| 3                           | 9/1/2025  | 2215 41st St.  | Garage Apt  | \$ 198,742              | \$ 160,000          | \$ 1,987         | \$ 6,000            | \$ 1,000         | \$ 166,000          | \$ 2,038            | \$ 2,140                      |
| 4                           | 9/1/2025  | 3815 Ave Q 1/2 | Dwelling    | \$ 225,325              | \$ 187,000          | \$ 2,253         | \$ 8,000            | \$ 1,000         | \$ 195,000          | \$ 2,390            | \$ 2,510                      |
| 5                           | 9/1/2025  | 3802 Ave R     | Dwelling    | \$ 243,801              | \$ 196,000          | \$ 2,438         | \$ 8,000            | \$ 1,000         | \$ 204,000          | \$ 2,503            | \$ 2,628                      |
| 6                           | 9/13/2025 | 2215 38th St   | Dwelling    | \$ 310,763              | \$ 249,000          | \$ 3,108         | \$ 8,000            | \$ 1,000         | \$ 257,000          | \$ 3,171            | \$ 3,330                      |
| 7                           | 2/19/2026 | 3806 Ave R     | Dwelling    | \$ 281,364              | \$ 226,000          | \$ 2,814         | \$ 8,000            | \$ 1,000         | \$ 234,000          | \$ 2,882            | \$ 3,026                      |
| 8                           | 4/4/2026  | 4013 Ave R     | Dwelling    | \$ 331,276              | \$ 266,000          | \$ 3,313         | \$ 8,000            | \$ 1,000         | \$ 274,000          | \$ 3,385            | \$ 3,554                      |
| 9                           | 4/15/2026 | 2212 39th St   | Dwelling    | \$ 160,000              | \$ 150,000          | \$ 1,600         | \$ 6,000            | \$ 1,000         | \$ 156,000          | \$ 2,038            | \$ 2,140                      |
| <b>TOTALS</b>               |           |                |             | <b>\$ 2,293,433</b>     | <b>\$ 1,929,000</b> | <b>\$ 22,934</b> | <b>\$ 66,000</b>    | <b>\$ 9,000</b>  | <b>\$ 1,995,000</b> | <b>\$ 24,702</b>    | <b>\$ 25,937</b>              |

| Flood Coverage - Residential |            |                        |             |                         |                        |                  |                     |                  |                     |                  |                               |
|------------------------------|------------|------------------------|-------------|-------------------------|------------------------|------------------|---------------------|------------------|---------------------|------------------|-------------------------------|
| #                            | Eff        | Location               | Description | 100% RC Building Values | NFIP Building Coverage | NFIP Bldg Ded    | NFIP Contents Limit | NFIP Cnts Ded    | Total Flood Insured | 24-25 Prem       | NFIP Resid Est 25/26 Premiums |
| 1                            | 8/5/2025   | 3826 Ave R Unit A-Dorm | Dwelling    | \$ 396,600              | \$ 330,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 430,000          | \$ 1,222         | \$ 1,405                      |
| 2                            | 8/5/2025   | 3826 Ave R Unit A-Rear | Dwelling    | \$ 182,170              | \$ 138,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 238,000          | \$ 1,049         | \$ 1,206                      |
| 3                            | 8/5/2025   | 3826 Ave R Unit B-Dorm | Dwelling    | \$ 396,600              | \$ 330,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 430,000          | \$ 1,222         | \$ 1,405                      |
| 4                            | 8/5/2025   | 3826 Ave R Unit B-Rear | Dwelling    | \$ 182,170              | \$ 138,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 238,000          | \$ 1,049         | \$ 1,206                      |
| 5                            | 8/5/2025   | 3826 Ave R Unit C-Dorm | Dwelling    | \$ 396,600              | \$ 330,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 430,000          | \$ 1,222         | \$ 1,405                      |
| 6                            | 8/5/2025   | 3826 Ave R Unit C-Rear | Dwelling    | \$ 182,170              | \$ 138,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 238,000          | \$ 1,049         | \$ 1,206                      |
| 7                            | 8/5/2025   | 3826 Ave R Unit D-Dorm | Dwelling    | \$ 396,600              | \$ 330,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 430,000          | \$ 1,222         | \$ 1,405                      |
| 8                            | 8/5/2025   | 3826 Ave R Unit D-Rear | Dwelling    | \$ 182,170              | \$ 138,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 238,000          | \$ 1,049         | \$ 1,206                      |
| 9                            | 8/5/2025   | 3826 Ave R Unit E-Dorm | Dwelling    | \$ 396,600              | \$ 330,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 430,000          | \$ 1,222         | \$ 1,405                      |
| 10                           | 8/5/2025   | 3826 Ave R Unit E-Rear | Dwelling    | \$ 182,170              | \$ 138,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 238,000          | \$ 1,049         | \$ 1,206                      |
| 11                           | 8/5/2025   | 3826 Ave R Unit F-Dorm | Dwelling    | \$ 396,600              | \$ 330,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 430,000          | \$ 1,222         | \$ 1,405                      |
| 12                           | 8/5/2025   | 3826 Ave R Unit F-Rear | Dwelling    | \$ 182,170              | \$ 138,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 238,000          | \$ 1,049         | \$ 1,206                      |
| 13                           | 8/5/2025   | 3826 Ave R Unit G-Dorm | Dwelling    | \$ 396,600              | \$ 330,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 430,000          | \$ 1,222         | \$ 1,405                      |
| 14                           | 8/5/2025   | 3826 Ave R Unit G-Rear | Dwelling    | \$ 182,170              | \$ 138,000             | \$ 1,250         | \$ 100,000          | \$ 1,250         | \$ 238,000          | \$ 1,049         | \$ 1,206                      |
| 15                           | 8/20/2025  | 2203 41st St-Dwelling  | Dwelling    | \$ 300,000              | \$ 250,000             | \$ 1,250         | \$ 9,000            | \$ 1,000         | \$ 259,000          | \$ 1,835         | \$ 1,927                      |
| 16                           | 11/25/2025 | 2223 41st St.          | Dwelling    | \$ 220,000              | \$ 150,000             | \$ 1,250         | \$ 60,000           | \$ 1,000         | \$ 210,000          | \$ 1,007         | \$ 1,158                      |
| 17                           | 11/25/2025 | 2215 41st St.          | Garage Apt  | \$ 185,000              | \$ 150,000             | \$ 1,250         | \$ 60,000           | \$ 1,000         | \$ 210,000          | \$ 1,010         | \$ 1,162                      |
| 18                           | 3/21/2026  | 3806 Ave R             | Dwelling    | \$ 281,364              | \$ 250,000             | \$ 1,250         | \$ 63,000           | \$ 1,000         | \$ 313,000          | \$ 2,151         | \$ 2,259                      |
| 19                           | 5/4/2026   | 4013 Ave R             | Dwelling    | \$ 331,276              | \$ 250,000             | \$ 1,250         | \$ 60,000           | \$ 1,000         | \$ 310,000          | \$ 2,264         | \$ 2,377                      |
| 20                           | 5/5/2026   | 3815 Ave Q 1/2         | Dwelling    | \$ 203,000              | \$ 165,000             | \$ 1,250         | \$ 63,000           | \$ 1,000         | \$ 228,000          | \$ 1,181         | \$ 1,358                      |
| 21                           | 5/23/2026  | 3802 Ave R             | Dwelling    | \$ 220,000              | \$ 165,000             | \$ 1,250         | \$ 63,000           | \$ 1,000         | \$ 228,000          | \$ 1,158         | \$ 1,332                      |
| 22                           | 5/15/2026  | 2212 39th St           | Dwelling    | \$ 160,000              | \$ 137,000             | \$ 2,000         | \$ 7,000            | \$ 2,000         | \$ 144,000          | \$ 991           | \$ 1,140                      |
| 23                           | 10/13/2025 | 2215 38th St           | Dwelling    | \$ 275,000              | \$ 220,000             | \$ 1,250         | \$ 9,000            | \$ 1,000         | \$ 229,000          | \$ 1,556         | \$ 1,634                      |
| <b>TOTALS</b>                |            |                        |             | <b>\$ 6,227,030</b>     | <b>\$ 5,013,000</b>    | <b>\$ 29,500</b> | <b>\$ 1,794,000</b> | <b>\$ 27,500</b> | <b>\$ 6,807,000</b> | <b>\$ 29,050</b> | <b>\$ 32,627</b>              |

Estimated Total Wind Premium **\$391,264**      **4% % chg**  
 Estimated Total Flood Premium **\$144,792**      **12% % chg**

Approved for renewal by the Board of Regents

Expiring Total Wind Premium **\$375,575**  
 Expiring Total Flood Premium **\$128,771**

Signature: \_\_\_\_\_



**INVOICE**

All premiums payable on or before effective date of policy.

ACCOUNT NO. DATE  
00001494 / May 21, 2025

Galveston College  
4015 Avenue Q  
Galveston, TX 77550

FOR: \_\_\_\_\_

\$ \_\_\_\_\_  
PAYMENT ENCLOSED

| PROPOSED EFFECTIVE DATE  | PROPOSED EXPIRATION DATE | QUOTE / POLICY # | DESCRIPTION  | AMOUNT              |
|--|--------------------------|------------------|--|---------------------|
| Various Dates  | Various Dates            | See Schedule     | Flood renewals – Estimated Premiums                          | \$144,792.00        |
| Various Dates  | Various Dates            | See Schedule     | Commercial & Residential Wind Renewals<br>Estimated Premiums | \$391,264.00        |
| <p><b>PLEASE MAKE CHECK PAYABLE TO GIA</b><br/><b>Thank you!</b></p> <p><b>PAYMENT DUE BY</b><br/><b>Monday, July 7, 2025</b><br/><b>TO AVOID A LAPSE IN COVERAGE.</b></p> |                          |                  |  |                     |
| <p><i>Payment and signed documents must be returned to GIA before a request for coverage can be made to the Insurance Company</i></p>                                      |                          |                  |  |                     |
|  |                          |                  | <b>TOTAL ESTIMATED AMOUNT DUE</b>                            | <b>\$536,056.00</b> |

**Thank you for your payment. We greatly appreciate your business!**

Consider Approval of Proposal to Purchase Excess Wind & Excess Flood Coverage for Property and Contents for Named or Numbered Storms

McGriff, Seibels & Williams of Texas, Inc. (MSW) has proposed two options for excess wind and flood coverage:

- Option 1: \$5 million Named Storm Excess of TWIA
  - Total Premium: \$276,385
  
- Option 2: \$5 million Named Storm Excess of TWIA and \$2.5 million Flood Excess of NFIP
  - Total Premium: \$340,893

The Total Insured Value (TIV) consideration of the 2024-25 coverage was \$86,932,880. The College's TIV was reassessed and increased to \$132,134,000 for 2025-26 (52 percent increase) as a result of adding the Health Science Education Center. Details of the proposed coverage are attached.



# Galveston College

## Excess Named Storm & Excess Flood Program Renewal

Effective Date: 07/01/2025 – 07/01/2026

|  |   |
|--|---|
| <b>Total Insurable Values (TIV)</b>  | <b>\$132,134,000</b>                                  |
| TWIA Limits  | \$47,592,000  |
| Excess TWIA  | \$84,542,000  |
| <b>Perils:</b>   | Named Storm Wind & Flood                              |
| <b>Named Storm Total Limit:</b>  | \$5,000,000 Excess TWIA                               |
| <b>Flood Total Limit:</b>  | \$2,500,000 Excess NFIP                               |
| <b>Deductibles:</b>  |   |
| Named Storm  | Excess of TWIA's limit of \$4,927,000                 |
| Flood  | Max Available NFIP Limit Whether Purchased or Not     |
| <b>Valuation:</b>  | Replacement Cost                                      |
| <b>Roof Coverings:</b>   | Actual Cash Value on Roof Coverings 15 Years or Older |
| <b>Carrier:</b>  | Endurance American Specialty Ins. Co.                 |
| <b>Option 1 - \$5MM Named Storm excess TWIA</b>  | <b>\$276,385 Total Premium</b>                        |
| <b>Option 2 - Add \$2.5MM Flood excess NFIP (\$5MM Named Wind &amp; \$2.5MM Flood)</b> | <b>\$340,893 Total Premium</b>                        |

Consider Approval of Proposal to Purchase Texas Association of School Boards Risk Management Fund Insurance Coverage for All Other Perils Property and Contents (Excluding Named or Numbered Windstorms)

Staff recommends that the Board approve insurance coverage through an interlocal agreement with the Texas Association of School Boards Risk Management Fund. Details of the coverage are outlined in the following attachment. The cost for these lines is \$230,559, a 16.64 percent increase from the previous year.

Please note the Total Insured Value (TIV) of Galveston College properties with TASB for 2024-25 was \$120,042,880. The TIV of Galveston College properties for 2025-26 was reassessed and increased to \$132,134,000 (10.07 percent).

## **Notification of Coverage Changes and Language Refinements Effective July 1, 2025**

As a part of the annual coverage review, the TASB Risk Management Fund (Fund) implemented the following coverage changes and language refinements *for all renewals taking effect on or after July 1, 2025*. This document is a summary of changes and refinements only; please carefully review the full text of all Fund Coverage Agreements and any applicable Contribution and Coverage Summary (CCS).

### **Automobile Liability & Physical Damage Coverage Agreement**

- Under Part A, § 3.1 **Automobile**, coordinate coverage for motor-driven equipment and motor vehicles between Automobile Liability, General Liability, and Property coverages and align coverage with evolving Texas common law definitions regarding motor vehicles.

### **School Liability Coverage Agreement**

- Under Part A, § 3.1 Covered Person, update the definition of a Covered Person to explicitly name law enforcement employees and employee-participants in the guardian or School Marshal programs to affirm the Fund's coverage for members' law enforcement employees and employees participating in members' safety and security efforts.
- 4 Automobile, coordinate coverage for motor-driven equipment and motor vehicles between Automobile Liability, General Liability, and Property coverages and align coverage with evolving Texas common law definitions regarding motor vehicles.
- Under Part F, § 16 Related Acts, clarify that related acts, including the number of events and degree of damage, are considered a single act.

### **Property Coverage Agreement**

- Add coverage for up to 125% of the cost to repair or replace a covered single-ply membrane roof when upgraded to a Very Severe Hail-rated roofing system, not to exceed \$250,000 per occurrence.
- Revise the Named/Numbered Windstorm and Flood Endorsements to indicate that flooding due to a **Named or Numbered Windstorm (NWS)** outside of Tier 1 and Tier 2 coastal counties will be covered under the Flood endorsement and its limit; however, only the higher deductible will apply.
- Add language to maintain claim timelines when losses are initially lower than the deductible.
- Under Part A, § 3.6 (B)(8) **Personal Property**, extend coverage for the personal property of others to include loan agreements in addition to lease or rental agreements.
- Revise the Crime and Employee Dishonesty Endorsement, § 2, **Payments (A)**, to include a fraudulent or dishonest omission as a covered act and add abstraction (a form of embezzlement) as additional compensable elements for a claim.
- Under Part A, § 3.6 (B)(7) **Personal Property**, coordinate coverage for motor-driven equipment and motor vehicles between Automobile Liability, General Liability, and Property coverages and align coverage with evolving Texas common law definitions regarding motor vehicles.

### **Privacy & Information Security Coverage Agreement**

- Change the coverage agreement's name to Cyber Liability & Security from Privacy & Information Security to better reflect its purpose and scope.

### **Violent Act Coverage**

- No changes.





## Galveston College

### Contribution & Coverage Summary (CCS) Participation Period: 7/1/2025 through 6/30/2026

The following is a summary of coverages, limits, deductibles, and contribution amounts. More information about coverage, limits, deductibles, terms, and conditions can be found on the following pages and is part of this CCS. Please review all pages of this CCS document and associated Fund Coverage Agreements.

This document is not a declarations page. The Fund is not insurance but a self-insured risk pool through which members agree to share risk and actively participate in their contractual obligations as a member of the Fund.

| Coverage  | Limit                                 | Deductible                            | Contribution     |
|---|---------------------------------------|---------------------------------------|------------------|
| Property  | See Property Coverage Summary         | See Property Coverage Summary         | <b>\$194,348</b> |
| Automobile Liability  | \$500K Combined Single Limit          | \$1,000                               | <b>\$2,981</b>   |
| Automobile Physical Damage  | Actual Cash Value                     | See Automobile Coverage Summary       | <b>\$844</b>     |
| School Liability including Professional Legal, General, and Employee Benefits Liability | See School Liability Coverage Summary | See School Liability Coverage Summary | <b>\$12,386</b>  |
| Privacy & Information Security  | \$500,000                             | \$0                                   | <b>\$20,000</b>  |
| <b>Total Contribution</b>   |                                       |                                       | <b>\$230,559</b> |

**THIS IS NOT AN INVOICE.** The TASB Risk Management Fund will issue an invoice when coverage is accepted by the member. Total Contribution is an estimate and is subject to exposure audit.

**All provisions and terms of this CCS, including contribution amounts, are offered by the Fund in total as indicated only; if not accepted by the member in total, please contact your underwriter for other options and updated pricing.**



**Galveston College**

**Property Coverage Summary**  
**Participation Period: 7/1/2025 through 6/30/2026**  
**Total Property Contribution: \$194,348**

The following is an overview of the limits and deductibles for risk of Direct Physical Loss to Covered Property. Additional coverages, limits, exclusions, and terms are included in the Fund's Coverage Agreement for this Participation Period. All limits are per Occurrence unless otherwise shown.

| Coverage  | Limit         | Deductible              |
|---|---------------|-------------------------|
| All Perils not specified  | \$132,134,000 | \$25,000                |
| Weather Perils except Named/Numbered Windstorm                          | \$132,134,000 | 1%<br>Minimum \$100,000 |
| Named/Numbered Windstorm Excluded                                       | \$0           |                         |
| Flood – Annual Aggregate Limit (Not caused by Named/Numbered Windstorm) | \$2,000,000   | \$50,000                |
| Earthquake – Annual Aggregate Limit                                     | \$2,000,000   | \$50,000                |
| Crime   | \$100,000     | \$5,000                 |
| Equipment Breakdown   | \$100,000,000 | \$25,000                |

| Additional Sublimit for Weather Perils  | Limit       | Deductible                        |
|---|-------------|-----------------------------------|
| Sublimit for Wind, Hail Loss to Single Ply Membrane roofs and accompanying roof systems; all other deductibles apply. This does not apply to Named/Numbered Windstorm Loss in Tier 1, Tier 2, or Harris counties. | \$1,000,000 | Weather Perils Deductible applies |



| <b>Additional Sublimits and/or Deductibles</b> | <b>Limit Per Occurrence</b> | <b>Deductible</b>   |
|--|-----------------------------|---------------------|
| Extra Expense & Loss in Revenue                | \$3,000,000                 | Per Underlying Loss |



## Property Coverage Provisions

**Weather Perils:** Weather Perils is an Occurrence of wind, hail, convective storm, or freeze. The Weather Perils Limit and Deductible shown on this CCS will apply to Loss (including ensuing Loss) by a Weather Peril. Weather Perils does not include Named/Numbered Windstorm.

**Named/Numbered Windstorm:** Named/Numbered Windstorm (NWS) is an Occurrence directly caused by, resulting from, or arising from any hurricane, typhoon, tropical cyclone, tropical storm, or tropical depression (but not other convective storms) that is designated by name or number by the National Weather Bureau, National Hurricane Center, or any recognized meteorological authority, including any related wind-driven rain, flood, tidal water or wave, storm surge, wave wash, surface water, overflow of bodies of water, or spray from any of these conditions. The NWS Limit and Deductible indicated on this CCS will apply to Loss (including ensuing Loss) by an NWS to Locations in Tier 1, Tier 2, and Harris counties. In Tier 3, the Weather Perils Limit and Deductible indicated on this CCS will apply to Loss to Covered Property directly caused by, resulting from, or arising from NWS.

The term "Tier 1" means the Texas counties of Aransas, Brazoria, Calhoun, Cameron, Chambers, Galveston, Jackson, Jefferson, Kenedy, Kleberg, Matagorda, Nueces, Refugio, San Patricio, and Willacy.

The term "Tier 2" means the Texas counties of Bee, Brooks, Fort Bend, Goliad, Hardin, Hidalgo, Jasper, Jim Wells, Liberty, Live Oak, Newton, Orange, Victoria, and Wharton.

The term "Harris County" means the Texas county of Harris.

The term "Tier 3" means all other Texas counties.

**Percent Deductible/Occurrence Minimum Deductible: General.** When Covered Property sustains a Loss caused by a Weather Peril or a Named/Numbered Windstorm (NWS), the Fund Member's deductible will be a Percent-based Deductible or an Occurrence-based Minimum Deductible; the higher deductible applies. For Weather Perils or NWS in Tier 3, Covered Property structures that do not appear on the Statement of Values schedule and sustain a Loss will be subject to the applicable deductible based on its Total Covered Value at the time of the Loss. For Fund Members with Locations in Tier 3 and Tier 1/2/Harris County, additional provisions included on the Property Coverage Summary page may apply.

**Deductible calculation—Weather Peril or NWS in Tier 3.** The Percent Deductible amount for Weather Peril Occurrences or NWS in Tier 3 Locations will be calculated based on the designated percent, as shown on the CCS, applied to the Total Covered Value of the Loss-affected structure (including contents) in the Statement of Values schedule, which is considered a part of this CCS. This designated percent is reflected on the schedule as the deductible dollar amount listed under a Loss-affected structure's deductible column. This structure may be eligible for payment once the covered Loss amount for a Loss-affected structure exceeds the Percent Deductible amount listed on the schedule. For only one Loss-affected structure, the Percent Deductible amount for that structure will be compared with the Occurrence Minimum Deductible amount; the higher deductible applies.

**Deductible calculation—NWS in Tier 1/2/Harris County Locations.** The Percent Deductible amount for NWS Occurrences in Tier 1, Tier 2, or Harris County Locations will be calculated based on the designated percent per Location, as shown on the CCS, applied to the Total Covered Value of all structures (including contents) at that Location. All Loss-affected structures may be eligible for payment once the covered Loss amount in that Location exceeds the Percent Deductible (per Location) listed on the CCS. If there is only one Loss-affected Location, the Percent Deductible amount for that Location will be compared with the Occurrence Minimum Deductible amount; the higher deductible applies.

**Multiple-structure or—Location Loss—General.** In the case of an Occurrence causing Loss to more than one member structure or Location, the member may incur multiple Percent-based Deductibles, which will be added to determine the total percent deductible.

**Multiple-structure Loss—Weather Peril or Tier 3 NWS.** In the case of multiple Loss-affected structures for Weather Peril or NWS in Tier 3 Locations, the member will incur multiple Percent Deductibles, each calculated the same as one Loss-affected structure only. These Percent Deductible amounts will be added to determine the Total Percent Deductible amount for comparison with the Occurrence Minimum Deductible. (However, for payment purposes, the Total Percent Deductible calculation below will not affect the Percent Deductible application to each structure.)



To determine whether the Total Percent Deductible or the Occurrence Minimum Deductible applies when multiple structures are Loss-affected under these perils, only the actual Loss amount within each structure's Percent Deductible amount will apply toward the summed Total Percent Deductible amount, which is then compared with the Occurrence Minimum Deductible amount; the higher deductible applies.

Multiple-Location Loss—NWS in Tier 1/2/Harris County Locations. In the case of Loss-affected structures at multiple Locations for NWS in Tier 1, Tier 2, or Harris County Locations, the member will incur multiple Percent Deductibles. These multiple Location-based Percent Deductible amounts will be added to determine the Total Percent Deductible amount, which is then compared with the Occurrence Minimum Deductible amount; the higher deductible applies.

Payment obligation—Weather Peril or NWS in Tier 3. In either case (single or multiple Loss-affected structures), if the Fund has any payment obligation above the Occurrence Minimum Deductible, this payment will be based on the Loss amount for each structure exceeding that structure's scheduled Percent Deductible amount.

Payment obligation—NWS in Tier 1/2/Harris County Locations. In either case (single or multiple Loss-affected Locations), if the Fund has any payment obligation above the Occurrence Minimum Deductible, this payment will be based on the Covered Property Loss amount for each Location exceeding that Location's Percent Deductible amount.

Occurrence Minimum Deductible—General. Regardless of the Total Percent Deductible, the amount of Loss sustained, the number of Loss-affected structures or Locations in an Occurrence, or any other factor, in no event will the member's Percent Deductible obligation (Total or individual) be less than the Occurrence-based Minimum Deductible listed on the CCS.

**Location:** Location is a single street address that is the site of the Covered Property. Locations may have multiple Covered Properties, including structures.

**Flood Zone Exclusions:** The Fund Member's Covered Property (as defined in the Coverage Agreement) is excluded from coverage under the Flood Endorsement of the Coverage Agreement if any portion of the Covered Property subject to loss is located in any Special Flood Hazard Areas (SFHA) beginning with 'A' or 'V' as identified on the most recently published pre-Loss FEMA Flood Insurance Rate Map (FIRM).

**Other Limits:** If more than one Per Occurrence Limit may be applicable, the Fund will determine which limit will apply.

**Statement of Values:** The Statement of Values schedule will be provided to the Fund Member before the beginning of the Participation Period and is considered incorporated into the Agreements between the Fund and the member. The Fund Member agrees to allow the Fund to conduct property appraisals of the Fund Member's property periodically and agrees to accept values provided by the Fund. The Fund reserves the right to adjust the Fund Member's contribution for newly-constructed Buildings or Other Structures that are Covered Property and accepted within the Participation Period based on the certificate of occupancy date. The Fund reserves the right to adjust the Fund Member's contribution for newly-acquired Buildings or Other Structures that are Covered Property and acquired within the Participation Period based on the acquisition date.

**Salvage:** The Fund will have the right, at its discretion, to exercise rights of salvage to any damaged property paid for or replaced under the terms of this Agreement.

**Single Ply Membrane:** 'Single Ply Membrane' is a synthetic roofing material that includes EPDM, TPO, and PVC membranes. For Weather Perils, Single Ply Membrane roofs are subject to the Single Ply Membrane sublimit and deductible indicated on the CCS, except for roofs rated for Very Severe Hail by FM Global or UL Solution's equivalent rating, which are subject to the Weather Perils limit and deductible.

**Fund Member Mitigation:** As indicated in the Property Coverage Agreement, including Sections 9.29 and 12.5, the Fund Member must preserve Covered Property before and after Loss, or the Fund may exclude coverage.

**Fund Member Notice:** As indicated in the Property Coverage Agreement, including Section 13.1, time is of the essence for the Fund Member to give notice of a claim for all Loss. Coverage is only available if the Fund Member reports all Loss within 365 days of an Occurrence.

**Limit Elimination:** The Fund may reduce all Property limits to zero and cease all payments (promised or otherwise) to the member for any claim under this CCS if the Fund's applicable property reinsurance coverage exhausts during the Participation Period through any property claim payment to any Fund member.



## Galveston College

### Automobile Coverage Summary Participation Period: 7/1/2025 through 6/30/2026 Total Automobile Contribution: \$3,825

The following is an overview of the limits and deductibles for risks associated with the ownership, maintenance, or use of Covered Automobiles. The Fund's Coverage Agreement includes additional coverages, limits, exclusions, and terms for this Participation Period.

| Coverage                                   | Limit                        | Deductible |
|--|------------------------------|------------|
| Automobile Liability                       | \$500K Combined Single Limit | \$1,000    |
| Automobile Physical Damage - Collision     | Actual Cash Value            | \$1,000    |
| Automobile Physical Damage - Comprehensive | Actual Cash Value            | \$1,000    |
| Automobile Physical Damage - Catastrophic  | Actual Cash Value            | \$5,000    |

### Automobile Terms & Conditions

**Statement of Values:** The Fund Member has provided the Fund with the most complete and accurate listing of vehicles owned and leased by the Fund Member and will make this listing current throughout the Participation Period. The Fund Member agrees to allow the Fund to conduct vehicle appraisals of the Fund Members' fleet periodically and agrees to accept values provided by the Fund, if any.

**Salvage:** The Fund will have the right, at its discretion, to exercise rights of salvage to any damaged property paid for or replaced under the terms of this Agreement.

**Excluded Vehicles:** Vehicles specifically listed on this CCS are excluded from all Automobile coverage as noted under 'Exclusion.'



**Galveston College**

**School Liability Coverage Summary**  
**Participation Period: 7/1/2025 through 6/30/2026**  
**Total School Liability Contribution: \$12,386**

The following is an overview of the limits and deductibles for legal, general, and other liability risks. The Fund's Coverage Agreement includes additional coverages, limits, exclusions, and terms for this Participation Period.

| Coverage   | Limit       | Deductible |
|--|-------------|------------|
| <b>Professional Legal Liability</b><br>Subject to \$2,000,000 Maximum Annual Aggregate | \$2,000,000 | \$5,000    |
| <b>General Liability</b>   | \$2,000,000 | \$0        |
| <b>Employee Benefits Liability</b>   | \$100,000   | \$0        |

**School Liability Coverage Provisions**

**Known Prior Acts:** As indicated in the School Liability Coverage Agreement, including in Section 4.1, the Fund Member agrees that all known prior acts (including previously reported acts) that may result in a legal claim against the Fund Member have been fully disclosed to prior carriers, including the Fund, and no coverage will apply to these acts under this CCS. However, this CCS does not void coverage afforded to the Fund Member under any previous CCS.

**Fund-requested Settlement Contributions:** As indicated in the School Liability Coverage Agreement, including Section 4.6, the Fund may request a monetary or non-pecuniary contribution from the Fund Member to address the portion of a Claim that is not covered by the Coverage Agreement so that the Fund can settle the Claim in its entirety. Any refusal by the Fund Member to contribute to the settlement as requested by the Fund will result in the Fund Member being responsible for further defense costs and indemnity payments other than what the Fund would have paid.



**Galveston College**

**Cyber Liability & Security Coverage Summary**  
**Participation Period: 7/1/2025 through 6/30/2026**  
**Total Cyber Liability & Security Contribution: \$20,000**

The following is an overview of the limits and deductibles for cyber liability & security risks. The Fund's Coverage Agreement includes additional coverages, limits, exclusions, and terms for this Participation Period.

| Coverage                   | Aggregate Limit Per Event | Deductible |
|----------------------------|---------------------------|------------|
| Cyber Liability & Security | \$500,000                 | \$0        |

**Cyber Liability & Security Conditions**

**No Known Losses:** Fund Member certifies that all known or reported events occurring prior to the effective date of this coverage, as applicable, which it is reasonably believed may result in a claim under this coverage have been fully disclosed or reported.



### Program Coordinators

The Fund Member is required to designate a Program Coordinator (Coordinator) with express authority to represent and bind the Fund Member in all program matters. Below are the current Coordinators associated with the Fund Member. If a Coordinator's name and email address are not listed or the Coordinator identified needs to be updated, please provide updated information to the Fund as soon as possible or include updates in this document.

#### Current Program Coordinators

| Program                            | Name          | Title                                      | E-mail            |
|------------------------------------|---------------|--|-------------------|
| TASB RMF - Property                | Van Patterson | Vice President of Admin & Student Services | vpatterson@gc.edu |
| TASB RMF-Auto                      | Van Patterson | Vice President of Admin & Student Services | vpatterson@gc.edu |
| TASB RMF-Liability                 | Van Patterson | Vice President of Admin & Student Services | vpatterson@gc.edu |
| TASB RMF-Unemployment Compensation | Van Patterson | Vice President of Admin & Student Services | vpatterson@gc.edu |
| TASB RMF-Workers' Compensation     | Van Patterson | Vice President of Admin & Student Services | vpatterson@gc.edu |

#### Program Coordinator Updates

| Program | Name | Title | E-mail |
|---------|------|-------|--------|
|         |      |       |        |
|         |      |       |        |
|         |      |       |        |
|         |      |       |        |
|         |      |       |        |

If accepting this proposal electronically, you may scan and email this page to [tasbrmf@tasbrmf.org](mailto:tasbrmf@tasbrmf.org) to provide Program Coordinator updates.



## Contribution & Coverage Summary General Provisions

**Coverage:** This CCS, the Fund's corresponding coverage agreements and their endorsements, the Fund Member's questionnaire, the Interlocal Participation Agreement (IPA), and the documents incorporated by reference into any of those documents, all for this Participation Period, outline the coverage terms and limits.

**Claims Reporting:** The Fund Member will provide timely notice of all claims to the Fund as required in the IPA, the applicable Fund coverage agreement, and this CCS. The lack of timely notice may result in a loss of coverage.

**Definitions:** Any terms not defined in this CCS will use the definition for that term from the corresponding Fund Coverage Agreement.

**Payment:** The Fund Member agrees to pay contributions based on a plan developed by the Fund. All contributions are payable upon receipt of an invoice from the Fund. The Fund will determine the contribution for each program and how each contribution is applied.

**Termination:** In addition to any CCS-specific provisions, the IPA outlines the termination-related provisions that govern this CCS. These provisions include the following: this CCS may be terminated by either party, with termination effective at the end of the Participation Period, by giving written notice to the other party no later than 30 days before the end of the Participation Period. If the Fund Member ceases to be an Active or Associate member of the Texas Association of School Boards, Inc., this CCS will terminate at the end of the Participation Period, and the Fund will not offer a renewal CCS. If neither party terminates this CCS, any renewal CCS offered by the Fund becomes effective based on the terms of the renewal CCS and will bind the Fund Member.

### Fund Member Authorization:

I have read, approved, and agreed to this Contribution and Coverage Summary (CCS) and certify that this information is correct. I affirm that I am duly authorized to approve this CCS and understand that my signature below contractually binds the entity I represent to this CCS and any other coverage-related or Fund participation agreements.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title



**Proof of Auto Liability Coverage**

**THIS GOVERNMENT VEHICLE IS EXEMPT FROM THE MOTOR VEHICLE SAFETY RESPONSIBILITY ACT. Liability coverage in effect meets the minimum limits required by Texas law.**

Member: **Galveston College**  
Contract Number: **P084502-2025-001**  
Contract Period: **7/1/2025 through 6/30/2026**

If you have an accident, please notify the TASB Risk Management Fund at 800.482.7276.

**Coverage is applicable to all vehicles owned by the above-named entity. Coverage remains in effect only if contribution has been paid.**



**Proof of Auto Liability Coverage**

**THIS GOVERNMENT VEHICLE IS EXEMPT FROM THE MOTOR VEHICLE SAFETY RESPONSIBILITY ACT. Liability coverage in effect meets the minimum limits required by Texas law.**

Member: **Galveston College**  
Contract Number: **P084502-2025-001**  
Contract Period: **7/1/2025 through 6/30/2026**

If you have an accident, please notify the TASB Risk Management Fund at 800.482.7276.

**Coverage is applicable to all vehicles owned by the above-named entity. Coverage remains in effect only if contribution has been paid.**

**WHAT TO DO IF YOU HAVE AN ACCIDENT**

**(Keep this Card in Vehicle at all times)**

- Move vehicle to the side of the road if drivable.
- Call 911 immediately. Have driver's license and this card ready to give to police.
- Help the injured by making them comfortable and providing emergency first aid. Call for medical help and provide requested information.
- Report the accident to your supervisor as soon as possible. If you have been injured, notify your supervisor.
- Do not discuss blame or fault. Discuss accident only with the police.
- Collect names, insurance, and other driver's license number. If there are witnesses, collect their names and contact information and give the information to the police and your supervisor.
- Do not sign any documents except as requested by law enforcement.

**WHAT TO DO IF YOU HAVE AN ACCIDENT**

**(Keep this Card in Vehicle at all times)**

- Move vehicle to the side of the road if drivable.
- Call 911 immediately. Have driver's license and this card ready to give to police.
- Help the injured by making them comfortable and providing emergency first aid. Call for medical help and provide requested information.
- Report the accident to your supervisor as soon as possible. If you have been injured, notify your supervisor.
- Do not discuss blame or fault. Discuss accident only with the police.
- Collect names, insurance, and other driver's license number. If there are witnesses, collect their names and contact information and give the information to the police and your supervisor.
- Do not sign any documents except as requested by law enforcement.



**Galveston College**  
**Statement of Values**  
**As of date: 5/19/2025**  
**Participation Period: 7/1/2025 through 6/30/2026**

| Campus Name – Site Address  | Building ID | Building Name           | Total Covered Value | Weather Perils Deductible |
|---|-------------|-------------------------|---------------------|---------------------------|
| 38TH STREET TEACHERAGE, 2215 38TH STREET, GALVESTON, TX, 77550    | 29709       | 38TH STREET TEACHERAGE  | \$344,000           | \$3,440                   |
| AVENUE Q TEACHERAGE, 3815 AVENUE Q 1/2 REAR, GALVESTON, TX, 77550 | 16649       | TEACHERAGE 3815         | \$176,000           | \$1,760                   |
| AVENUE R DORMS, 4013 AVENUE R, GALVESTON, TX, 77550               | 30269       | 4013 AVENUE R           | \$374,000           | \$3,740                   |
| AVENUE R DORMS, 3826 D AVENUE R, GALVESTON, TX, 77550             | 9808        | DORM D GARAGE APARTMENT | \$166,000           | \$1,660                   |
| AVENUE R DORMS, 3826 A AVENUE R, GALVESTON, TX, 77550             | 9798        | UNIT A DORM             | \$418,000           | \$4,180                   |
| AVENUE R DORMS, 3826 A AVENUE R, GALVESTON, TX, 77550             | 9799        | UNIT A GARAGE APARTMENT | \$166,000           | \$1,660                   |
| AVENUE R DORMS, 3826 B AVENUE R, GALVESTON, TX, 77550             | 9800        | UNIT B DORM             | \$418,000           | \$4,180                   |
| AVENUE R DORMS, 3826 B AVENUE R, GALVESTON, TX, 77550             | 9801        | UNIT B GARAGE APARTMENT | \$166,000           | \$1,660                   |
| AVENUE R DORMS, 2826 C AVENUE R, GALVESTON, TX, 77550             | 9802        | UNIT C DORM             | \$418,000           | \$4,180                   |
| AVENUE R DORMS, 3826 C AVENUE R, GALVESTON, TX, 77550             | 9806        | UNIT C GARAGE APARTMENT | \$166,000           | \$1,660                   |
| AVENUE R DORMS, 3826 D AVENUE R, GALVESTON, TX, 77550             | 9807        | UNIT D DORM             | \$418,000           | \$4,180                   |
| AVENUE R DORMS, 3826 E AVENUE R, GALVESTON, TX, 77550             | 9809        | UNIT E DORM             | \$418,000           | \$4,180                   |
| AVENUE R DORMS, 3826 E AVENUE R, GALVESTON, TX, 77550             | 9810        | UNIT E GARAGE APARTMENT | \$166,000           | \$1,660                   |
| AVENUE R DORMS, 3826 F AVENUE R, GALVESTON, TX, 77550             | 9811        | UNIT F DORM             | \$418,000           | \$4,180                   |



|   |                     |                                  |              |           |
|---|---------------------|----------------------------------|--------------|-----------|
| AVENUE R DORMS, 3826 F AVENUE R, GALVESTON, TX, 77550                         | 9803                | UNIT F GARAGE APARTMENT          | \$166,000    | \$1,660   |
| AVENUE R DORMS, 3826 G AVENUE R, GALVESTON, TX, 77550                         | 9804                | UNIT G DORM                      | \$418,000    | \$4,180   |
| AVENUE R DORMS, 3826 G AVENUE R, GALVESTON, TX, 77550                         | 9805                | UNIT G GARAGE APARTMENT          | \$166,000    | \$1,660   |
| CHARLES THOMAS APPLIED TECHNOLOGY, 7626 BROADWAY STREET, GALVESTON, TX, 77550 | 084502-11717-4A     | EDUCATION BUILDING #1            | \$3,403,000  | \$34,030  |
| CHARLES THOMAS APPLIED TECHNOLOGY, 7626 BROADWAY STREET, GALVESTON, TX, 77550 | 084502-11717-4C     | EDUCATION BUILDING #2            | \$5,492,000  | \$54,920  |
| CHARLES THOMAS APPLIED TECHNOLOGY, 7626 BROADWAY STREET, GALVESTON, TX, 77550 | 084502-11717-4B     | EDUCATION CENTER BUILDING #3     | \$1,174,000  | \$11,740  |
| FIELD HOUSE, 2506 83RD STREET, GALVESTON, TX, 77550                           | 084502-11713-4A     | SOFTBALL FIELD HOUSE             | \$70,000     | \$700     |
| GALVESTON COLLEGE, 4015 AVENUE Q, GALVESTON, TX, 77550                        | 084502-11716-1E     | FINE ARTS/GYMNASIUM BUILDING     | \$20,215,000 | \$202,150 |
| GALVESTON COLLEGE, 4015 AVENUE Q, GALVESTON, TX, 77550                        | 26675               | HEALTH SCIENCES EDUCATION CENTER | \$37,247,000 | \$372,470 |
| GALVESTON COLLEGE, 4015 AVENUE Q, GALVESTON, TX, 77550                        | 084502-11716-1A     | MOODY BUILDING                   | \$11,841,000 | \$118,410 |
| GALVESTON COLLEGE, 4015 AVENUE Q, GALVESTON, TX, 77550                        | 084502-11716-1D     | NORTHERN BUILDING                | \$18,066,000 | \$180,660 |
| GALVESTON COLLEGE, 4015 AVENUE Q, GALVESTON, TX, 77550                        | 084502-11716-1C     | REGENTS BUILDING                 | \$21,163,000 | \$211,630 |
| GALVESTON COLLEGE, 4015 AVENUE Q, GALVESTON, TX, 77550                        | 084502-11716-1B     | STUDENT ACTIVITY CENTER          | \$5,007,000  | \$50,070  |
| HOUSE 3806, 3806 AVENUE R, GALVESTON, TX, 77550                               | 29711               | HOUSE 3806                       | \$420,000    | \$4,200   |
| TEACHERAGE 2212, 2212 MIKE GAIDO BOULEVARD, GALVESTON, TX, 77550              | 16645               | GARAGE                           | \$30,000     | \$300     |
| TEACHERAGE 2212, 2212 MIKE GAIDO BOULEVARD, GALVESTON, TX, 77550              | 10049               | TEACHERAGE 2212                  | \$170,000    | \$1,700   |
| TEACHERAGE 2215, 2215 41ST STREET, GALVESTON, TX, 77550                       | 084502-14812-450431 | LAUNDRY BUILDING                 | \$162,000    | \$1,620   |
| TEACHERAGE 2215, 2215 41ST STREET, GALVESTON, TX, 77550                       | 084502-14812-450429 | TEACHERAGE 2215                  | \$280,000    | \$2,800   |



|  |                 |                    |             |          |
|--|-----------------|--------------------|-------------|----------|
| TEACHERAGE 2223, 2223 41ST STREET, GALVESTON, TX, 77550    | 9791            | TEACHERAGE 2223    | \$152,000   | \$1,520  |
| TEACHERAGE 3802, 3802 AVENUE R, GALVESTON, TX, 77550       | 9786            | TEACHERAGE 3802    | \$240,000   | \$2,400  |
| WHITE CAPS APARTMENTS, 3916 AVENUE Q, GALVESTON, TX, 77550 | 084502-11714-3A | APARTMENT BUILDING | \$1,237,000 | \$12,370 |



May 12, 2025

Van Patterson

Galveston College

Dear Van Patterson,

The TASB Risk Management Fund is pleased to provide the following proposal for renewing coverage with the Fund for the coming year. The proposal reflects the Fund's ongoing commitment to the risk-sharing partnership among its more than 1,000 members.

The Fund is the oldest and largest governmental risk pool serving Texas public schools. A 21-member board comprised of school board members, superintendents, and administrators from member districts governs the Fund. The Fund's board of trustees ensures the Fund remains financially strong and responsive to member needs. Fund programs and coverages continue to respond to the risks shared by Fund members and reflect the challenges Fund members face today.

The coverage proposal on the following pages includes terms and contribution amounts for the programs in which your organization participates. A summary of changes and updates to the Fund's Coverage Agreements is included in this proposal. You can also access coverage agreements on the Fund's website.

Please review all terms, provisions, and features of this renewal proposal. When ready, you may accept this renewal proposal by signing the Contribution & Coverage Summary (CCS) and returning it by email to me or [TASBRMF@tasbrmf.org](mailto:TASBRMF@tasbrmf.org). You may also complete the electronic acceptance using the link in the renewal email sent to the designated Program Contact. All provisions and terms of this CCS, including contribution amounts, are offered by the Fund in total as indicated only; if not accepted by the member in total, please contact your underwriter for other pricing and options.

**Please note that if you take no action, coverage will automatically renew under the terms of this renewal proposal. If you wish to terminate coverage, the Fund must receive written notice of termination at least 30 days prior to your renewal date.** If you are unsure of your plans to renew or have questions about this renewal proposal or any aspect of your Fund membership, please contact Rosa Brown or any member of TASB's Underwriting or Marketing teams at 800.482.7276.

Thank you for your membership in the TASB Risk Management Fund and participation with all Fund members. The Fund is proud to be your partner in managing risk and serving the students and staff in your community.



**TASB Risk Management Fund**  
P.O. Box 301, Austin, Texas 78767-0301 • 800-482-7276  
12007 Research Blvd., Austin, Texas 78759-2439 • [tasbrmf.org](http://tasbrmf.org)

*Administered by the Texas Association of School Boards*

Sincerely,  
Rosa Brown  
Senior Risk Management Consultant  
Division of Risk Management Marketing & Strategic Partnerships  
Texas Association of School Boards, Inc.

TASB Risk Management Fund  
12007 Research Blvd., Austin, Texas 78759-2439  
P.O. Box 301, Austin, Texas 78767-0301  
Toll-Free: 800.482.7276 | Austin area: 1 (512) 505-2810

CC:

## **Notification of Coverage Changes and Language Refinements Effective July 1, 2025**

As a part of the annual coverage review, the TASB Risk Management Fund (Fund) implemented the following coverage changes and language refinements *for all renewals taking effect on or after July 1, 2025*. This document is a summary of changes and refinements only; please carefully review the full text of all Fund Coverage Agreements and any applicable Contribution and Coverage Summary (CCS).

### **Automobile Liability & Physical Damage Coverage Agreement**

- Under Part A, § 3.1 **Automobile**, coordinate coverage for motor-driven equipment and motor vehicles between Automobile Liability, General Liability, and Property coverages and align coverage with evolving Texas common law definitions regarding motor vehicles.

### **School Liability Coverage Agreement**

- Under Part A, § 3.1 Covered Person, update the definition of a Covered Person to explicitly name law enforcement employees and employee-participants in the guardian or School Marshal programs to affirm the Fund's coverage for members' law enforcement employees and employees participating in members' safety and security efforts.
- 4 Automobile, coordinate coverage for motor-driven equipment and motor vehicles between Automobile Liability, General Liability, and Property coverages and align coverage with evolving Texas common law definitions regarding motor vehicles.
- Under Part F, § 16 Related Acts, clarify that related acts, including the number of events and degree of damage, are considered a single act.

### **Property Coverage Agreement**

- Add coverage for up to 125% of the cost to repair or replace a covered single-ply membrane roof when upgraded to a Very Severe Hail-rated roofing system, not to exceed \$250,000 per occurrence.
- Revise the Named/Numbered Windstorm and Flood Endorsements to indicate that flooding due to a **Named or Numbered Windstorm (NWS)** outside of Tier 1 and Tier 2 coastal counties will be covered under the Flood endorsement and its limit; however, only the higher deductible will apply.
- Add language to maintain claim timelines when losses are initially lower than the deductible.
- Under Part A, § 3.6 (B)(8) **Personal Property**, extend coverage for the personal property of others to include loan agreements in addition to lease or rental agreements.
- Revise the Crime and Employee Dishonesty Endorsement, § 2, **Payments (A)**, to include a fraudulent or dishonest omission as a covered act and add abstraction (a form of embezzlement) as additional compensable elements for a claim.
- Under Part A, § 3.6 (B)(7) **Personal Property**, coordinate coverage for motor-driven equipment and motor vehicles between Automobile Liability, General Liability, and Property coverages and align coverage with evolving Texas common law definitions regarding motor vehicles.

### **Privacy & Information Security Coverage Agreement**

- Change the coverage agreement's name to Cyber Liability & Security from Privacy & Information Security to better reflect its purpose and scope.

### **Violent Act Coverage**

- No changes.





## Galveston College

### Contribution & Coverage Summary (CCS) Participation Period: 7/1/2025 through 6/30/2026

The following is a summary of coverages, limits, deductibles, and contribution amounts. More information about coverage, limits, deductibles, terms, and conditions can be found on the following pages and is part of this CCS. Please review all pages of this CCS document and associated Fund Coverage Agreements.

This document is not a declarations page. The Fund is not insurance but a self-insured risk pool through which members agree to share risk and actively participate in their contractual obligations as a member of the Fund.

| Coverage  | Limit                                 | Deductible                            | Contribution     |
|---|---------------------------------------|---------------------------------------|------------------|
| Property  | See Property Coverage Summary         | See Property Coverage Summary         | <b>\$194,348</b> |
| Automobile Liability  | \$500K Combined Single Limit          | \$1,000                               | <b>\$2,981</b>   |
| Automobile Physical Damage  | Actual Cash Value                     | See Automobile Coverage Summary       | <b>\$844</b>     |
| School Liability including Professional Legal, General, and Employee Benefits Liability | See School Liability Coverage Summary | See School Liability Coverage Summary | <b>\$12,386</b>  |
| Privacy & Information Security  | \$500,000                             | \$0                                   | <b>\$20,000</b>  |
| <b>Total Contribution</b>   |                                       |                                       | <b>\$230,559</b> |

**THIS IS NOT AN INVOICE.** The TASB Risk Management Fund will issue an invoice when coverage is accepted by the member. Total Contribution is an estimate and is subject to exposure audit.

**All provisions and terms of this CCS, including contribution amounts, are offered by the Fund in total as indicated only; if not accepted by the member in total, please contact your underwriter for other options and updated pricing.**



**Galveston College**

**Property Coverage Summary**  
**Participation Period: 7/1/2025 through 6/30/2026**  
**Total Property Contribution: \$194,348**

The following is an overview of the limits and deductibles for risk of Direct Physical Loss to Covered Property. Additional coverages, limits, exclusions, and terms are included in the Fund's Coverage Agreement for this Participation Period. All limits are per Occurrence unless otherwise shown.

| Coverage  | Limit         | Deductible              |
|---|---------------|-------------------------|
| All Perils not specified  | \$132,134,000 | \$25,000                |
| Weather Perils except Named/Numbered Windstorm                          | \$132,134,000 | 1%<br>Minimum \$100,000 |
| Named/Numbered Windstorm Excluded                                       | \$0           |                         |
| Flood – Annual Aggregate Limit (Not caused by Named/Numbered Windstorm) | \$2,000,000   | \$50,000                |
| Earthquake – Annual Aggregate Limit                                     | \$2,000,000   | \$50,000                |
| Crime   | \$100,000     | \$5,000                 |
| Equipment Breakdown   | \$100,000,000 | \$25,000                |

| Additional Sublimit for Weather Perils  | Limit       | Deductible                        |
|---|-------------|-----------------------------------|
| Sublimit for Wind, Hail Loss to Single Ply Membrane roofs and accompanying roof systems; all other deductibles apply. This does not apply to Named/Numbered Windstorm Loss in Tier 1, Tier 2, or Harris counties. | \$1,000,000 | Weather Perils Deductible applies |



| <b>Additional Sublimits and/or Deductibles</b> | <b>Limit Per Occurrence</b> | <b>Deductible</b>   |
|--|-----------------------------|---------------------|
| Extra Expense & Loss in Revenue                | \$3,000,000                 | Per Underlying Loss |



## Property Coverage Provisions

**Weather Perils:** Weather Perils is an Occurrence of wind, hail, convective storm, or freeze. The Weather Perils Limit and Deductible shown on this CCS will apply to Loss (including ensuing Loss) by a Weather Peril. Weather Perils does not include Named/Numbered Windstorm.

**Named/Numbered Windstorm:** Named/Numbered Windstorm (NWS) is an Occurrence directly caused by, resulting from, or arising from any hurricane, typhoon, tropical cyclone, tropical storm, or tropical depression (but not other convective storms) that is designated by name or number by the National Weather Bureau, National Hurricane Center, or any recognized meteorological authority, including any related wind-driven rain, flood, tidal water or wave, storm surge, wave wash, surface water, overflow of bodies of water, or spray from any of these conditions. The NWS Limit and Deductible indicated on this CCS will apply to Loss (including ensuing Loss) by an NWS to Locations in Tier 1, Tier 2, and Harris counties. In Tier 3, the Weather Perils Limit and Deductible indicated on this CCS will apply to Loss to Covered Property directly caused by, resulting from, or arising from NWS.

The term "Tier 1" means the Texas counties of Aransas, Brazoria, Calhoun, Cameron, Chambers, Galveston, Jackson, Jefferson, Kenedy, Kleberg, Matagorda, Nueces, Refugio, San Patricio, and Willacy.

The term "Tier 2" means the Texas counties of Bee, Brooks, Fort Bend, Goliad, Hardin, Hidalgo, Jasper, Jim Wells, Liberty, Live Oak, Newton, Orange, Victoria, and Wharton.

The term "Harris County" means the Texas county of Harris.

The term "Tier 3" means all other Texas counties.

**Percent Deductible/Occurrence Minimum Deductible: General.** When Covered Property sustains a Loss caused by a Weather Peril or a Named/Numbered Windstorm (NWS), the Fund Member's deductible will be a Percent-based Deductible or an Occurrence-based Minimum Deductible; the higher deductible applies. For Weather Perils or NWS in Tier 3, Covered Property structures that do not appear on the Statement of Values schedule and sustain a Loss will be subject to the applicable deductible based on its Total Covered Value at the time of the Loss. For Fund Members with Locations in Tier 3 and Tier 1/2/Harris County, additional provisions included on the Property Coverage Summary page may apply.

**Deductible calculation—Weather Peril or NWS in Tier 3.** The Percent Deductible amount for Weather Peril Occurrences or NWS in Tier 3 Locations will be calculated based on the designated percent, as shown on the CCS, applied to the Total Covered Value of the Loss-affected structure (including contents) in the Statement of Values schedule, which is considered a part of this CCS. This designated percent is reflected on the schedule as the deductible dollar amount listed under a Loss-affected structure's deductible column. This structure may be eligible for payment once the covered Loss amount for a Loss-affected structure exceeds the Percent Deductible amount listed on the schedule. For only one Loss-affected structure, the Percent Deductible amount for that structure will be compared with the Occurrence Minimum Deductible amount; the higher deductible applies.

**Deductible calculation—NWS in Tier 1/2/Harris County Locations.** The Percent Deductible amount for NWS Occurrences in Tier 1, Tier 2, or Harris County Locations will be calculated based on the designated percent per Location, as shown on the CCS, applied to the Total Covered Value of all structures (including contents) at that Location. All Loss-affected structures may be eligible for payment once the covered Loss amount in that Location exceeds the Percent Deductible (per Location) listed on the CCS. If there is only one Loss-affected Location, the Percent Deductible amount for that Location will be compared with the Occurrence Minimum Deductible amount; the higher deductible applies.

**Multiple-structure or—Location Loss—General.** In the case of an Occurrence causing Loss to more than one member structure or Location, the member may incur multiple Percent-based Deductibles, which will be added to determine the total percent deductible.

**Multiple-structure Loss—Weather Peril or Tier 3 NWS.** In the case of multiple Loss-affected structures for Weather Peril or NWS in Tier 3 Locations, the member will incur multiple Percent Deductibles, each calculated the same as one Loss-affected structure only. These Percent Deductible amounts will be added to determine the Total Percent Deductible amount for comparison with the Occurrence Minimum Deductible. (However, for payment purposes, the Total Percent Deductible calculation below will not affect the Percent Deductible application to each structure.)



To determine whether the Total Percent Deductible or the Occurrence Minimum Deductible applies when multiple structures are Loss-affected under these perils, only the actual Loss amount within each structure's Percent Deductible amount will apply toward the summed Total Percent Deductible amount, which is then compared with the Occurrence Minimum Deductible amount; the higher deductible applies.

Multiple-Location Loss—NWS in Tier 1/2/Harris County Locations. In the case of Loss-affected structures at multiple Locations for NWS in Tier 1, Tier 2, or Harris County Locations, the member will incur multiple Percent Deductibles. These multiple Location-based Percent Deductible amounts will be added to determine the Total Percent Deductible amount, which is then compared with the Occurrence Minimum Deductible amount; the higher deductible applies.

Payment obligation—Weather Peril or NWS in Tier 3. In either case (single or multiple Loss-affected structures), if the Fund has any payment obligation above the Occurrence Minimum Deductible, this payment will be based on the Loss amount for each structure exceeding that structure's scheduled Percent Deductible amount.

Payment obligation—NWS in Tier 1/2/Harris County Locations. In either case (single or multiple Loss-affected Locations), if the Fund has any payment obligation above the Occurrence Minimum Deductible, this payment will be based on the Covered Property Loss amount for each Location exceeding that Location's Percent Deductible amount.

Occurrence Minimum Deductible—General. Regardless of the Total Percent Deductible, the amount of Loss sustained, the number of Loss-affected structures or Locations in an Occurrence, or any other factor, in no event will the member's Percent Deductible obligation (Total or individual) be less than the Occurrence-based Minimum Deductible listed on the CCS.

**Location:** Location is a single street address that is the site of the Covered Property. Locations may have multiple Covered Properties, including structures.

**Flood Zone Exclusions:** The Fund Member's Covered Property (as defined in the Coverage Agreement) is excluded from coverage under the Flood Endorsement of the Coverage Agreement if any portion of the Covered Property subject to loss is located in any Special Flood Hazard Areas (SFHA) beginning with 'A' or 'V' as identified on the most recently published pre-Loss FEMA Flood Insurance Rate Map (FIRM).

**Other Limits:** If more than one Per Occurrence Limit may be applicable, the Fund will determine which limit will apply.

**Statement of Values:** The Statement of Values schedule will be provided to the Fund Member before the beginning of the Participation Period and is considered incorporated into the Agreements between the Fund and the member. The Fund Member agrees to allow the Fund to conduct property appraisals of the Fund Member's property periodically and agrees to accept values provided by the Fund. The Fund reserves the right to adjust the Fund Member's contribution for newly-constructed Buildings or Other Structures that are Covered Property and accepted within the Participation Period based on the certificate of occupancy date. The Fund reserves the right to adjust the Fund Member's contribution for newly-acquired Buildings or Other Structures that are Covered Property and acquired within the Participation Period based on the acquisition date.

**Salvage:** The Fund will have the right, at its discretion, to exercise rights of salvage to any damaged property paid for or replaced under the terms of this Agreement.

**Single Ply Membrane:** 'Single Ply Membrane' is a synthetic roofing material that includes EPDM, TPO, and PVC membranes. For Weather Perils, Single Ply Membrane roofs are subject to the Single Ply Membrane sublimit and deductible indicated on the CCS, except for roofs rated for Very Severe Hail by FM Global or UL Solution's equivalent rating, which are subject to the Weather Perils limit and deductible.

**Fund Member Mitigation:** As indicated in the Property Coverage Agreement, including Sections 9.29 and 12.5, the Fund Member must preserve Covered Property before and after Loss, or the Fund may exclude coverage.

**Fund Member Notice:** As indicated in the Property Coverage Agreement, including Section 13.1, time is of the essence for the Fund Member to give notice of a claim for all Loss. Coverage is only available if the Fund Member reports all Loss within 365 days of an Occurrence.

**Limit Elimination:** The Fund may reduce all Property limits to zero and cease all payments (promised or otherwise) to the member for any claim under this CCS if the Fund's applicable property reinsurance coverage exhausts during the Participation Period through any property claim payment to any Fund member.



## Galveston College

### Automobile Coverage Summary Participation Period: 7/1/2025 through 6/30/2026 Total Automobile Contribution: \$3,825

The following is an overview of the limits and deductibles for risks associated with the ownership, maintenance, or use of Covered Automobiles. The Fund's Coverage Agreement includes additional coverages, limits, exclusions, and terms for this Participation Period.

| Coverage                                   | Limit                        | Deductible |
|--|------------------------------|------------|
| Automobile Liability                       | \$500K Combined Single Limit | \$1,000    |
| Automobile Physical Damage - Collision     | Actual Cash Value            | \$1,000    |
| Automobile Physical Damage - Comprehensive | Actual Cash Value            | \$1,000    |
| Automobile Physical Damage - Catastrophic  | Actual Cash Value            | \$5,000    |

### Automobile Terms & Conditions

**Statement of Values:** The Fund Member has provided the Fund with the most complete and accurate listing of vehicles owned and leased by the Fund Member and will make this listing current throughout the Participation Period. The Fund Member agrees to allow the Fund to conduct vehicle appraisals of the Fund Members' fleet periodically and agrees to accept values provided by the Fund, if any.

**Salvage:** The Fund will have the right, at its discretion, to exercise rights of salvage to any damaged property paid for or replaced under the terms of this Agreement.

**Excluded Vehicles:** Vehicles specifically listed on this CCS are excluded from all Automobile coverage as noted under 'Exclusion.'



**Galveston College**

**School Liability Coverage Summary**  
**Participation Period: 7/1/2025 through 6/30/2026**  
**Total School Liability Contribution: \$12,386**

The following is an overview of the limits and deductibles for legal, general, and other liability risks. The Fund's Coverage Agreement includes additional coverages, limits, exclusions, and terms for this Participation Period.

| Coverage   | Limit       | Deductible |
|--|-------------|------------|
| <b>Professional Legal Liability</b><br>Subject to \$2,000,000 Maximum Annual Aggregate | \$2,000,000 | \$5,000    |
| <b>General Liability</b>   | \$2,000,000 | \$0        |
| <b>Employee Benefits Liability</b>   | \$100,000   | \$0        |

**School Liability Coverage Provisions**

**Known Prior Acts:** As indicated in the School Liability Coverage Agreement, including in Section 4.1, the Fund Member agrees that all known prior acts (including previously reported acts) that may result in a legal claim against the Fund Member have been fully disclosed to prior carriers, including the Fund, and no coverage will apply to these acts under this CCS. However, this CCS does not void coverage afforded to the Fund Member under any previous CCS.

**Fund-requested Settlement Contributions:** As indicated in the School Liability Coverage Agreement, including Section 4.6, the Fund may request a monetary or non-pecuniary contribution from the Fund Member to address the portion of a Claim that is not covered by the Coverage Agreement so that the Fund can settle the Claim in its entirety. Any refusal by the Fund Member to contribute to the settlement as requested by the Fund will result in the Fund Member being responsible for further defense costs and indemnity payments other than what the Fund would have paid.



**Galveston College**

**Cyber Liability & Security Coverage Summary**  
**Participation Period: 7/1/2025 through 6/30/2026**  
**Total Cyber Liability & Security Contribution: \$20,000**

The following is an overview of the limits and deductibles for cyber liability & security risks. The Fund's Coverage Agreement includes additional coverages, limits, exclusions, and terms for this Participation Period.

| Coverage                   | Aggregate Limit Per Event | Deductible |
|----------------------------|---------------------------|------------|
| Cyber Liability & Security | \$500,000                 | \$0        |

**Cyber Liability & Security Conditions**

**No Known Losses:** Fund Member certifies that all known or reported events occurring prior to the effective date of this coverage, as applicable, which it is reasonably believed may result in a claim under this coverage have been fully disclosed or reported.



## Program Coordinators

The Fund Member is required to designate a Program Coordinator (Coordinator) with express authority to represent and bind the Fund Member in all program matters. Below are the current Coordinators associated with the Fund Member. If a Coordinator's name and email address are not listed or the Coordinator identified needs to be updated, please provide updated information to the Fund as soon as possible or include updates in this document.

### Current Program Coordinators

| Program                            | Name          | Title                                      | E-mail            |
|------------------------------------|---------------|--|-------------------|
| TASB RMF - Property                | Van Patterson | Vice President of Admin & Student Services | vpatterson@gc.edu |
| TASB RMF-Auto                      | Van Patterson | Vice President of Admin & Student Services | vpatterson@gc.edu |
| TASB RMF-Liability                 | Van Patterson | Vice President of Admin & Student Services | vpatterson@gc.edu |
| TASB RMF-Unemployment Compensation | Van Patterson | Vice President of Admin & Student Services | vpatterson@gc.edu |
| TASB RMF-Workers' Compensation     | Van Patterson | Vice President of Admin & Student Services | vpatterson@gc.edu |

### Program Coordinator Updates

| Program | Name | Title | E-mail |
|---------|------|-------|--------|
|         |      |       |        |
|         |      |       |        |
|         |      |       |        |
|         |      |       |        |
|         |      |       |        |

If accepting this proposal electronically, you may scan and email this page to [tasbrmf@tasbrmf.org](mailto:tasbrmf@tasbrmf.org) to provide Program Coordinator updates.



## Contribution & Coverage Summary General Provisions

**Coverage:** This CCS, the Fund's corresponding coverage agreements and their endorsements, the Fund Member's questionnaire, the Interlocal Participation Agreement (IPA), and the documents incorporated by reference into any of those documents, all for this Participation Period, outline the coverage terms and limits.

**Claims Reporting:** The Fund Member will provide timely notice of all claims to the Fund as required in the IPA, the applicable Fund coverage agreement, and this CCS. The lack of timely notice may result in a loss of coverage.

**Definitions:** Any terms not defined in this CCS will use the definition for that term from the corresponding Fund Coverage Agreement.

**Payment:** The Fund Member agrees to pay contributions based on a plan developed by the Fund. All contributions are payable upon receipt of an invoice from the Fund. The Fund will determine the contribution for each program and how each contribution is applied.

**Termination:** In addition to any CCS-specific provisions, the IPA outlines the termination-related provisions that govern this CCS. These provisions include the following: this CCS may be terminated by either party, with termination effective at the end of the Participation Period, by giving written notice to the other party no later than 30 days before the end of the Participation Period. If the Fund Member ceases to be an Active or Associate member of the Texas Association of School Boards, Inc., this CCS will terminate at the end of the Participation Period, and the Fund will not offer a renewal CCS. If neither party terminates this CCS, any renewal CCS offered by the Fund becomes effective based on the terms of the renewal CCS and will bind the Fund Member.

### Fund Member Authorization:

I have read, approved, and agreed to this Contribution and Coverage Summary (CCS) and certify that this information is correct. I affirm that I am duly authorized to approve this CCS and understand that my signature below contractually binds the entity I represent to this CCS and any other coverage-related or Fund participation agreements.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title



**Proof of Auto Liability Coverage**

**THIS GOVERNMENT VEHICLE IS EXEMPT FROM THE MOTOR VEHICLE SAFETY RESPONSIBILITY ACT. Liability coverage in effect meets the minimum limits required by Texas law.**

Member: **Galveston College**  
Contract Number: **P084502-2025-001**  
Contract Period: **7/1/2025 through 6/30/2026**

If you have an accident, please notify the TASB Risk Management Fund at 800.482.7276.

**Coverage is applicable to all vehicles owned by the above-named entity. Coverage remains in effect only if contribution has been paid.**



**Proof of Auto Liability Coverage**

**THIS GOVERNMENT VEHICLE IS EXEMPT FROM THE MOTOR VEHICLE SAFETY RESPONSIBILITY ACT. Liability coverage in effect meets the minimum limits required by Texas law.**

Member: **Galveston College**  
Contract Number: **P084502-2025-001**  
Contract Period: **7/1/2025 through 6/30/2026**

If you have an accident, please notify the TASB Risk Management Fund at 800.482.7276.

**Coverage is applicable to all vehicles owned by the above-named entity. Coverage remains in effect only if contribution has been paid.**

**WHAT TO DO IF YOU HAVE AN ACCIDENT**

**(Keep this Card in Vehicle at all times)**

- Move vehicle to the side of the road if drivable.
- Call 911 immediately. Have driver's license and this card ready to give to police.
- Help the injured by making them comfortable and providing emergency first aid. Call for medical help and provide requested information.
- Report the accident to your supervisor as soon as possible. If you have been injured, notify your supervisor.
- Do not discuss blame or fault. Discuss accident only with the police.
- Collect names, insurance, and other driver's license number. If there are witnesses, collect their names and contact information and give the information to the police and your supervisor.
- Do not sign any documents except as requested by law enforcement.

**WHAT TO DO IF YOU HAVE AN ACCIDENT**

**(Keep this Card in Vehicle at all times)**

- Move vehicle to the side of the road if drivable.
- Call 911 immediately. Have driver's license and this card ready to give to police.
- Help the injured by making them comfortable and providing emergency first aid. Call for medical help and provide requested information.
- Report the accident to your supervisor as soon as possible. If you have been injured, notify your supervisor.
- Do not discuss blame or fault. Discuss accident only with the police.
- Collect names, insurance, and other driver's license number. If there are witnesses, collect their names and contact information and give the information to the police and your supervisor.
- Do not sign any documents except as requested by law enforcement.



**Galveston College**  
**Statement of Values**  
**As of date: 5/19/2025**  
**Participation Period: 7/1/2025 through 6/30/2026**

| Campus Name – Site Address  | Building ID | Building Name           | Total Covered Value | Weather Perils Deductible |
|---|-------------|-------------------------|---------------------|---------------------------|
| 38TH STREET TEACHERAGE, 2215 38TH STREET, GALVESTON, TX, 77550    | 29709       | 38TH STREET TEACHERAGE  | \$344,000           | \$3,440                   |
| AVENUE Q TEACHERAGE, 3815 AVENUE Q 1/2 REAR, GALVESTON, TX, 77550 | 16649       | TEACHERAGE 3815         | \$176,000           | \$1,760                   |
| AVENUE R DORMS, 4013 AVENUE R, GALVESTON, TX, 77550               | 30269       | 4013 AVENUE R           | \$374,000           | \$3,740                   |
| AVENUE R DORMS, 3826 D AVENUE R, GALVESTON, TX, 77550             | 9808        | DORM D GARAGE APARTMENT | \$166,000           | \$1,660                   |
| AVENUE R DORMS, 3826 A AVENUE R, GALVESTON, TX, 77550             | 9798        | UNIT A DORM             | \$418,000           | \$4,180                   |
| AVENUE R DORMS, 3826 A AVENUE R, GALVESTON, TX, 77550             | 9799        | UNIT A GARAGE APARTMENT | \$166,000           | \$1,660                   |
| AVENUE R DORMS, 3826 B AVENUE R, GALVESTON, TX, 77550             | 9800        | UNIT B DORM             | \$418,000           | \$4,180                   |
| AVENUE R DORMS, 3826 B AVENUE R, GALVESTON, TX, 77550             | 9801        | UNIT B GARAGE APARTMENT | \$166,000           | \$1,660                   |
| AVENUE R DORMS, 2826 C AVENUE R, GALVESTON, TX, 77550             | 9802        | UNIT C DORM             | \$418,000           | \$4,180                   |
| AVENUE R DORMS, 3826 C AVENUE R, GALVESTON, TX, 77550             | 9806        | UNIT C GARAGE APARTMENT | \$166,000           | \$1,660                   |
| AVENUE R DORMS, 3826 D AVENUE R, GALVESTON, TX, 77550             | 9807        | UNIT D DORM             | \$418,000           | \$4,180                   |
| AVENUE R DORMS, 3826 E AVENUE R, GALVESTON, TX, 77550             | 9809        | UNIT E DORM             | \$418,000           | \$4,180                   |
| AVENUE R DORMS, 3826 E AVENUE R, GALVESTON, TX, 77550             | 9810        | UNIT E GARAGE APARTMENT | \$166,000           | \$1,660                   |
| AVENUE R DORMS, 3826 F AVENUE R, GALVESTON, TX, 77550             | 9811        | UNIT F DORM             | \$418,000           | \$4,180                   |



|   |                     |                                  |              |           |
|---|---------------------|----------------------------------|--------------|-----------|
| AVENUE R DORMS, 3826 F AVENUE R, GALVESTON, TX, 77550                         | 9803                | UNIT F GARAGE APARTMENT          | \$166,000    | \$1,660   |
| AVENUE R DORMS, 3826 G AVENUE R, GALVESTON, TX, 77550                         | 9804                | UNIT G DORM                      | \$418,000    | \$4,180   |
| AVENUE R DORMS, 3826 G AVENUE R, GALVESTON, TX, 77550                         | 9805                | UNIT G GARAGE APARTMENT          | \$166,000    | \$1,660   |
| CHARLES THOMAS APPLIED TECHNOLOGY, 7626 BROADWAY STREET, GALVESTON, TX, 77550 | 084502-11717-4A     | EDUCATION BUILDING #1            | \$3,403,000  | \$34,030  |
| CHARLES THOMAS APPLIED TECHNOLOGY, 7626 BROADWAY STREET, GALVESTON, TX, 77550 | 084502-11717-4C     | EDUCATION BUILDING #2            | \$5,492,000  | \$54,920  |
| CHARLES THOMAS APPLIED TECHNOLOGY, 7626 BROADWAY STREET, GALVESTON, TX, 77550 | 084502-11717-4B     | EDUCATION CENTER BUILDING #3     | \$1,174,000  | \$11,740  |
| FIELD HOUSE, 2506 83RD STREET, GALVESTON, TX, 77550                           | 084502-11713-4A     | SOFTBALL FIELD HOUSE             | \$70,000     | \$700     |
| GALVESTON COLLEGE, 4015 AVENUE Q, GALVESTON, TX, 77550                        | 084502-11716-1E     | FINE ARTS/GYMNASIUM BUILDING     | \$20,215,000 | \$202,150 |
| GALVESTON COLLEGE, 4015 AVENUE Q, GALVESTON, TX, 77550                        | 26675               | HEALTH SCIENCES EDUCATION CENTER | \$37,247,000 | \$372,470 |
| GALVESTON COLLEGE, 4015 AVENUE Q, GALVESTON, TX, 77550                        | 084502-11716-1A     | MOODY BUILDING                   | \$11,841,000 | \$118,410 |
| GALVESTON COLLEGE, 4015 AVENUE Q, GALVESTON, TX, 77550                        | 084502-11716-1D     | NORTHERN BUILDING                | \$18,066,000 | \$180,660 |
| GALVESTON COLLEGE, 4015 AVENUE Q, GALVESTON, TX, 77550                        | 084502-11716-1C     | REGENTS BUILDING                 | \$21,163,000 | \$211,630 |
| GALVESTON COLLEGE, 4015 AVENUE Q, GALVESTON, TX, 77550                        | 084502-11716-1B     | STUDENT ACTIVITY CENTER          | \$5,007,000  | \$50,070  |
| HOUSE 3806, 3806 AVENUE R, GALVESTON, TX, 77550                               | 29711               | HOUSE 3806                       | \$420,000    | \$4,200   |
| TEACHERAGE 2212, 2212 MIKE GAIDO BOULEVARD, GALVESTON, TX, 77550              | 16645               | GARAGE                           | \$30,000     | \$300     |
| TEACHERAGE 2212, 2212 MIKE GAIDO BOULEVARD, GALVESTON, TX, 77550              | 10049               | TEACHERAGE 2212                  | \$170,000    | \$1,700   |
| TEACHERAGE 2215, 2215 41ST STREET, GALVESTON, TX, 77550                       | 084502-14812-450431 | LAUNDRY BUILDING                 | \$162,000    | \$1,620   |
| TEACHERAGE 2215, 2215 41ST STREET, GALVESTON, TX, 77550                       | 084502-14812-450429 | TEACHERAGE 2215                  | \$280,000    | \$2,800   |



|  |                 |                    |             |          |
|--|-----------------|--------------------|-------------|----------|
| TEACHERAGE 2223, 2223 41ST STREET, GALVESTON, TX, 77550    | 9791            | TEACHERAGE 2223    | \$152,000   | \$1,520  |
| TEACHERAGE 3802, 3802 AVENUE R, GALVESTON, TX, 77550       | 9786            | TEACHERAGE 3802    | \$240,000   | \$2,400  |
| WHITE CAPS APARTMENTS, 3916 AVENUE Q, GALVESTON, TX, 77550 | 084502-11714-3A | APARTMENT BUILDING | \$1,237,000 | \$12,370 |

Consider Approval of Proposal to Purchase Texas Association of School Boards Risk Management Fund Insurance Coverage for Unemployment and Workers' Compensation

Staff recommends that the Board approve renewal of insurance policies through an interlocal agreement with the Texas Association of School Boards Risk Management Fund for the College's unemployment and workers' compensation insurance coverage.

NOTE: The rates for workers' compensation and unemployment coverage have not been quoted since the current policies do not expire until September and October 2025, respectively. The carrier predicts that there will be no increase and possibly a decrease in the workers' compensation policy rate from the previous year, and predicts the same for the unemployment policy rate. Once the rates have been quoted, approval of the policy payment amounts will be submitted to the Board for final approval.

Consider Approval of Proposals to Purchase Intercollegiate Athletics and Activities  
Accident and Catastrophic Insurance Policies

Staff requests Board approval to purchase insurance for Intercollegiate Athletics and Activities, through Universal Fidelity Life Insurance company, 13931 Quail Pointe Drive, Oklahoma City, OK 73134. If approved, the policy would be effective August 1, 2025 for a term of one year. The cost of the policy is \$7,500.

In addition, the NJCAA highly recommends that each NJCAA member college purchase a lifetime catastrophic insurance policy for their student athletes. Staff is also requesting Board approval to purchase lifetime catastrophic insurance through Risk Strategies, 120 W. 12<sup>th</sup> Street, Ste. 1000, Kansas City, MO 64105-1938. If approved, the policy would be effective August 1, 2025 for a term of one year. The cost of the policy is \$2,419.00.

The total cost for both policies is \$9,919.00. Staff would recommend approval to purchase both policies.

2025-2026

**Application for  
Intercollegiate  
Athletics and Activities  
Accident Insurance**



13931 Quail Pointe Drive  
Oklahoma City, OK 73134

**GENERAL INFORMATION**

School/College Galveston College  
Address 4015 Avenue Q  
City Galveston State TX Zip 77550 County Galveston  
Telephone: 409-944-1215 Fax: \_\_\_\_\_  
Policy Effective Date: 8/1/2025 1<sup>st</sup> Day of Football Practice: \_\_\_\_\_

**SPONSORED ACTIVITIES**

List Sponsored Activities to be Covered (example: Baseball, Basketball, Student Trainers, Student Managers, Golf, etc):

Baseball (M), and Softball (W)

| Texas Kids First Plan Selection<br><i>Application will only cover Sponsored Activities listed above.</i> | Plan Designs             |                                     |                          | Intercollegiate Football Rider                                      | Premium            |
|--|--------------------------|-------------------------------------|--------------------------|---|--------------------|
|  | Lone Star Custom         | Lone Star Advantage                 | Lone Star                |   |                    |
| <input checked="" type="checkbox"/> Intercollegiate Athletics and Activities                             | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | \$ <u>7,500.00</u> |
| <input type="checkbox"/> School Activities including Intercollegiate Athletics                           | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/>            | \$ _____           |
| <input type="checkbox"/> School Activities Excluding Intercollegiate Athletics                           | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | N/A   | \$ _____           |

**AUTHORIZED SIGNATURES**

School Official's Name (print): \_\_\_\_\_  
School Official's Title (print): \_\_\_\_\_  
School Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Agent Name (print): Rommie Maxey  
Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return to:

For Office Use Only:

221 Deductible: \$ 0



# Junior College Intercollegiate Sports Catastrophic Insurance Enrollment Form

Underwritten by: Mutual of Omaha Insurance Company; 3300 Mutual of Omaha Plaza; Omaha, NE 68175

## General

|                      |                   |           |       |
|----------------------|-------------------|-----------|-------|
| Name of Institution  | Galveston College |           |       |
| Address              | 4015 Ave G        | Galveston | TX    |
|                      | Street            | City      | State |
| Contracting Official |                   |           |       |
|                      | Name              | Title     | Phone |
| E-mail Address       |                   |           | Fax   |

## Sports Census

Please enter the number of participants for every sport in the table below and add any sports that are not listed.

**Note:** For Track & Field, enter the maximum number of participants between indoor and outdoor to avoid double counting. For Football, enter the maximum number of participants between spring and fall to avoid double counting.

| Sports  | # of Sport Participants |     |       |
|---|-------------------------|-----|-------|
|   | Women                   | Men | Total |
| Baseball  |                         | 54  | 54    |
| Basketball  |                         |     | 0     |
| Bowling   |                         |     | 0     |
| Cheerleading                                      |                         |     | 0     |
| Cross Country Running                             |                         |     | 0     |
| Dance   |                         |     | 0     |
| Football  |                         |     | 0     |
| Golf  |                         |     | 0     |
| Lacrosse  |                         |     | 0     |
| Rodeo   |                         |     | 0     |
| Soccer  |                         |     | 0     |
| Softball  | 26                      |     | 26    |
| Student Coaches/Student Managers/Student Trainers |                         |     | 0     |
| Swimming & Diving                                 |                         |     | 0     |
| Tennis  |                         |     | 0     |
| Track & Field                                     |                         |     | 0     |
| Volleyball  |                         |     | 0     |
| Wrestling   |                         |     | 0     |
|   |                         |     | 0     |
|   |                         |     | 0     |
|   |                         |     | 0     |
|   |                         |     | 0     |
| <b>Grand Total:</b>                               | 26                      | 54  | 80    |

Name of Institution:

Premium

Please select the desired benefit period and deductible combination in the table below.

| Select Plan                         | Benefit Period | Deductible | Total Premium |
|-------------------------------------|----------------|------------|---------------|
| <input checked="" type="checkbox"/> | Lifetime       | \$25,000   | 2419.00       |
| <input type="checkbox"/>            | Lifetime       | \$35,000   |               |
| <input type="checkbox"/>            | Lifetime       | \$50,000   |               |
| <input type="checkbox"/>            | 10-Year        | \$25,000   |               |
| <input type="checkbox"/>            | 10-Year        | \$35,000   |               |
| <input type="checkbox"/>            | 10-Year        | \$50,000   |               |

Make premium check payable to Risk Strategies and mail payment along with this completed form to one of the following offices:

**Kansas City:**  
 120 W. 12th Street, Ste. 1000  
 Kansas City, MO 64105-1938  
 913-815-1300  
 Attn: Stephanie Williams

**Salt Lake City:**  
 2180 South, 1300 East, Suite 450  
 Salt Lake City, UT 84106  
 801-412-2622  
 Attn: Carol Malouf

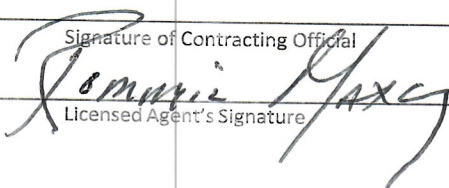
Term of Coverage

It is understood that the effective date of coverage under this program will be either the **date requested** or the **date this form and the premium are received** and accepted by the Company, whichever is later (for a requested effective date of August 1 we must receive the enrollment form no later than October 1 of the current year). Coverage expires one year from the effective date.

Desired Effective Date \_\_\_\_\_

By \_\_\_\_\_

Signature of Contracting Official



Licensed Agent's Signature

Date \_\_\_\_\_

916136

License Number

05/20/2025

Date

Consider Approval of Insurance Coverage Policy Required for Cupola Loan Agreement

Galveston Insurance Agency (GIA) has proposed coverage for Cupola's TWIA and NFIP policies required to extend the loan agreement between the United States Coast Guard and Galveston College for the Cupola. The proposal includes an insurance certificate confirming coverage of \$50,000.00.

The total cost for the Cupola TWIA and NFIP policies is \$3,675.34. This cost represents a 7.9 percent decrease from the previous year.

A detailed proposal outlining the coverage and the associated invoice is attached to this item. Staff recommends that the Board approve this for the College's NFIP and TWIA policies through Galveston Insurance Associates.



## **Business Insurance Proposal**

**For:**  
**Galveston College**  
**05/21/2025**



# THANK YOU FOR YOUR BUSINESS!

---

We are pleased to enclose a presentation for the above referenced policy or line(s) of coverage. We would like to point out that this presentation outlines a few of the coverage and/or limitation features of the coverage line(s) being presented, others may apply. We strongly encourage you to review the presentation closely and call us should you have any questions or concerns. Please remember that the extent of any insurance provided to you is at all times governed by the complete terms and conditions of the issued policy itself. This presentation does not constitute coverage. You must sign and return all required documentation along with payment for the premium before a request for coverage can be made to the insurance company.

We would also like to remind you that your exposure to a loss may exceed your current limits. Higher limits may be available.

GIA offers a full line of insurance products including Employee Benefits to help meet all your insurance needs.

If you have ANY questions concerning this presentation or any other insurance matter, please let us know.

## Service Team

| Name              | Title           | E-mail                       |
|-------------------|-----------------|------------------------------|
| Stephanie Rippard | Account Manager | Stephanie.Rippard@gia-tx.com |



# Premium Summary

---

| Coverage Type                     | Premium    | Admitted or Non-Admitted |
|-----------------------------------|------------|--------------------------|
| Inland Marine Coverage for Cupola | \$3,675.34 | Non-Admitted             |

Premiums displayed are inclusive of all surcharges, taxes, fees and commissions as provided at the time of this proposal. Any changes made to your coverages may result in these premiums being adjusted.

## Minimum Earned Premium Agreement

I understand that my policies are subject to minimum earned premium. This amount plus all applicable fees and taxes are due before binding. The money collected for minimum earned premium will not be refundable for any reason.

## Premium Audit Disclosure

Commercial General Liability and Workers' Compensation premium is based upon estimated exposures during the policy period and is subject to audit by the Insurance Company at policy expiration which could result in additional premium due.

## Payment Options:

Coverage premium written on a direct bill basis are the sole responsibility of the insured. Premiums will be billed directly from the insurance carrier. Finance options are available upon request.

You can pay for the policy via our ePay Website: <https://gia-tx.epaypolicy.com>

ePay charges apply: ePay charges apply: ACH Fee 1% up to \$10 max (per transaction) and 3.50% for credit card payments.



# Named Insured

---

| Named Insured                             |
|---|
| Galveston College                         |
| US Coast Guard – Additional Named Insured |



# Commercial Inland Marine

---

**Location:**

| Address    | City      | State | Zip   |
|------------|-----------|-------|-------|
| 4015 Ave Q | Galveston | TX    | 77550 |

|                              |  |
|------------------------------|--|
| <b>Property Description:</b> | Cupola from Galveston South Jetty Light, 1916, loaned to Galveston College by U.S. Coast Guard |
|------------------------------|--|

| Property Limit |
|----------------|
| \$50,000       |

| Deductibles |                |   |
|-------------|----------------|---|
| \$1,000     | Per Occurrence | All Other Perils, except                  |
| \$10,000    | Per Occurrence | Flood                                     |
| \$0         | Per Occurrence | Earthquake & Earthquake Sprinkler Leakage |
| \$10,000    | Per Occurrence | Named Windstorm                           |
| \$10,000    | Per Occurrence | All Other Windstorm                       |

Deductible applies: Per any one loss or series of losses arising from one event

Valuation: Agreed Scheduled Value

**Important Exclusions:**

Absolute Fungus Microorganisms Mold or Spores; Communicable Disease; Limited Cyber coverage; Loss of Market; Radioactive Contamination; Sanction Limitation; Seepage and or Pollution and or Contamination; Territorial-Coverage limited to scheduled location.



# Premium Comparison

## Premium Comparison

---

| Coverage                          | Proposed Annual Premium | Expiring Premium  |
|-----------------------------------|-------------------------|-------------------|
| Inland Marine Coverage for Cupola | \$3,675.34              | \$3,990.01        |
| <b>TOTALS</b>                     | <b>\$3,675.34</b>       | <b>\$3,990.01</b> |

\*Premiums quotes shown are based on information provided by you or by others on your behalf. Any changes to exposures, limits or coverages may result in a change in rates.



# DISCLAIMERS

---

Please remember that the extent of any insurance provided to you is at all times governed by the complete terms and conditions of the issued policy itself.

This presentation is a summary only and does not constitute coverage. You must sign and return all required documentation along with payment for the premium amount due before a request for coverage can be made to the Insurance Company.

From June through November, insurance companies may stop binding coverage when a "tropical disturbance" enters the Gulf of Mexico or Caribbean Sea. In these cases, coverage quoted in this proposal cannot be put into effect until the company lifts its binding restriction.

Notice regarding Values: The replacement cost determined by this form is an estimate based on average construction costs adjusted for regional differences. Actual replacement cost will be determined at the time of loss and may be impacted by the cost of materials, supplies, labor, ordinances or laws, inflation or other factors. This estimate is not a guarantee of replacement cost. For a more accurate estimate of replacement, contact an architect or contractor.

Notice regarding Higher Liability Limits: Your exposure to a liability loss may exceed your limits and even those quoted here. Higher liability limits may be available. Please let us know if you would like additional information or a quote.

Texas Windstorm Insurance Association (TWIA) / National Flood Insurance Program (NFIP) - State & Federal programs with uniform rates. Differences in premiums from different agents indicate a difference in coverage and/or rating information. Contact us for an explanation.

TWIA:

Building & contents deductibles apply separately per occurrence.

\* ICC: Increased Cost of Construction – When covered structure is wind/hail damaged and when required by enforcement of any ordinance & laws, pays increased costs incurred to:

- Demolish, rebuild or repair wind/hail damaged part of structure to current building codes.
- Demolish and rebuild undamaged part of covered structure if required due to wind/hail damage of structure.
- Remove or replace portion of undamaged part of structure necessary to repair or replace damaged part.
- Increased Cost of Construction to meet current windstorm building codes needed to maintain wind insurance through TWIA.

\* There is no automatic coverage for detached buildings or structures located wholly or partially over water. If coverage is desired for these structures, they must be specifically insured by being listed on the policy with a premium charged.

\*Wind-Driven Rain Coverage is not available with TWIA for Commercial Properties.



Minimum Retained Premium applies: For policies effective 9/1/23 and after, when a policy is cancelled by the policyholder, TWIA retains the entire annual premium, unless the policy was cancelled for one of the following reasons: purchase of similar coverage in the private market, death of the policyholder, total loss of the property, or sale of the insured property.

NFIP:

Flood deductibles (building/contents) apply separately.

Flood Insurance policies do not provide coverage for Additional Living Expenses.

30-day waiting period (from date of application and payment to company) if Flood insurance not required by Mortgage Company.

Our Agency may provide certain services that you request or that are necessary to place or maintain your insurance. Sections 550.001, 4005.003 and 4005.004 of the Texas Insurance Code authorize us to charge a fee for services if we obtain your written consent prior to providing the service or incurring the expense. The fee may be charged in addition to any commission we may receive from the insurance company providing the insurance coverage. This amount will be included in the total premium quoted for this policy.

This is neither a contract nor part of any contract. It is meant as a summary description providing a broad overview of the policy form(s). Coverage under any policy is subject to the specific terms, conditions and exclusions applicable to that policy. You should carefully read all applicable policy forms, endorsements and declarations pages to completely understand the coverage available under any insurance policy.





**INVOICE**

All premiums payable on or before effective date of policy.

ACCOUNT NO. DATE  
00001494 / Revised May 28, 2025

Galveston College  
4015 Avenue Q  
Galveston, TX 77550

FOR: \_\_\_\_\_

\$ \_\_\_\_\_  
PAYMENT ENCLOSED

| PROPOSED EFFECTIVE DATE  | PROPOSED EXPIRATION DATE | QUOTE / POLICY # | DESCRIPTION  | AMOUNT            |
|--|--------------------------|------------------|--|-------------------|
| 6/17/2025  | 6/17/2026                | TFA000063        | Inland Marine Coverage for Cupola<br><br><b>PLEASE MAKE CHECK PAYABLE TO GIA<br/>Or Pay Online at<br/><a href="https://gia-tx.epaypolicy.com">https://gia-tx.epaypolicy.com</a></b><br><br><b>PAYMENT DUE BY<br/>Monday June 16<sup>th</sup>, 2025<br/>TO AVOID A LAPSE IN COVERAGE.</b> | \$3,675.34        |
| <i>Payment and signed documents must be returned to GIA before a request for coverage can be made to the Insurance Company</i> |                          |                  |  |                   |
|  |                          |                  | <b>TOTAL ESTIMATED AMOUNT DUE</b>  | <b>\$3,675.34</b> |

**Thank you for your payment. We greatly appreciate your business!**

Consider Approval of Proposal for Moody Gardens Hotel Room and Catering Contract for the 2026 Women In Industry Conference

Staff requests approval of this proposal to host the 9<sup>th</sup> Annual Women In Industries Conference on March 5, 2026, at Moody Gardens Hotel, Spa, and Conference Center. This conference will provide information about high-wage, high-demand jobs in the petrochemical and construction fields. Participants will hear from women in the industry about specific careers and what it takes to obtain a position in that field, and get college information regarding classes, financial aid, degrees, and certificates in the petrochemical and construction fields.

This proposal would be considered a sole source since Moody Gardens is the only location in Galveston with the large spaces needed to hold over 1,100 attendees and the smaller spaces needed for breakout sessions. Other venues on the island were considered, but none of them could accommodate the conference's needs.

The funding source for this project is corporate sponsorships and ticket sales.

| Program                            | Services  | Vendor  | Cost                                    | Funding Source                          |
|------------------------------------|---|---|---|---|
| Technical & Professional Education | Meeting Rooms <ul style="list-style-type: none"> <li>• Floral-A1</li> <li>• Floral-A2</li> <li>• Expo Office</li> <li>• Expo Reg Desk</li> <li>• Prefunction</li> <li>• South Lobby</li> <li>• Expo-A1</li> <li>• Expo-A2</li> <li>• Expo-A3</li> <li>• Expo-B</li> <li>• Expo C</li> <li>• Hib/Daf</li> <li>• Iris-Wisteria</li> <li>• Tulip</li> <li>• Bluebonnet-Jasmine</li> <li>• Orchid-Rose</li> <li>• Expo-A4</li> <li>• North Lobby</li> <li>• Garden Cay</li> <li>• Expo Reg Desk</li> <li>• Expo Office</li> <li>• Prefunction</li> <li>• Expo-A1</li> <li>• Expo-A2</li> <li>• Expo-A3</li> <li>• Ivy</li> </ul> Catering<br>Audio/visual Services<br><br>Total Costs | Moody Gardens<br>Hotel, Spa &<br>Conference Center<br>Seven Hope Blvd,<br>Galveston, Texas<br>77554<br>1-409-741-8484 | \$136,000<br>\$ 19,000<br><br>\$155,000 | Corporate Sponsorships and ticket sales |



**Moody Gardens Hotel Room and Catering Contract**  
 Seven Hope Blvd, Galveston, Texas 77554  
 1-409-741-8484  
 Reservations: 1-409-683-1299

**Today's Date:** Tuesday, May 27, 2025  
**Name of Group:** GC Women In Industry Conference  
**Meeting Name:** GC Women in Industry Conference 2026  
**Name of Contact:** Vera Lewis-Jasper  
**Address of Contact:** 4015 Avenue Q, GALVESTON, TX 77550

**Booking Number:** 11431

|   |                                       |  |
|---|---------------------------------------|--|
| <b>Phone:</b> 404.520.0757              | <b>Email:</b> vlewis@gc.edu           | <b>Number People:</b> 204              |
| <b>Arrival:</b> Wednesday March 4, 2026 |                                       | <b>Departure:</b> Friday March 6, 2026 |
| <b>Sales Manager:</b> Cindi Smith       | <b>Catering Manager:</b> Gaylyn Wisko | <b>Room Nights:</b> 102                |

**ACCOMODATION DETAILS**

|                    |                    |
|--------------------|--------------------|
| <b>Guest Rooms</b> | <b>Mar 4, 2026</b> |
| 2 Queen Bedrooms   | 100                |
| <b>Guest Rate</b>  | <b>Mar 4, 2026</b> |
| 2 Queen Bedrooms   | 174.00             |

**ACCOMMODATIONS:** We, Moody Gardens, Inc. (the "Hotel"), will compliment one (1) room with every fifty (50) rooms used, minus any discounted rooms or other complimentary rooms, based on your total pick-up. The Hotel may, at its sole discretion and based upon availability, upgrade VIP's up to and including a standard suite or a junior suite at the group rate. The Hotel provides complimentary wireless internet access throughout the property, including the guest rooms Complimentary self-parking is available for all guests or valet parking is available for \$25.00 for overnight, \$13.00 for garage self-parking and \$6.50 for day parking. Group rates are available two (2) days before and after the above-referenced Guestroom Block dates, based upon availability.

**ROOM BLOCK ATTRITION:** This Sales Contract (the "Agreement") between the Hotel and the group (as listed above and referred to as the "Group") is based on the number of room nights contracted. Should the actual number of rooms reserved, i.e., the room pickup, be less than 80% of the contracted room nights above, an attrition charge, based on the group rate, **\$174.00** per room, times the number of rooms needed to reach 80% will be posted to your master account and Group agrees to promptly pay such amount to Hotel.

|   |                          |
|---|--------------------------|
| <b><u>RESERVATIONS BY:</u></b>  | Individual Call In       |
| <b><u>CUTOFF DATE:</u></b>  | Friday February 13, 2026 |
| All reservations received after this cut off date will be accepted on a space available basis and only at the Hotel's then prevailing Best Available Rate. Group rate may not be available. |                          |

**IMPORTANT:** On individual reservations, all reservations **must** be guaranteed by a major credit card and will be charged for the first night’s room and tax seventy-two (72) hours prior to the scheduled date of arrival. Cancellations of such individual reservations **must** be made seventy-two (72) hours prior to arrival or one (1) night’s room and tax will be charged on the provided credit card as a penalty. If Group would prefer to send a rooming list for all rooms, this must be sent before the cutoff date listed above.

**CHECK-IN TIME:** 4:00 pm

**CHECK-OUT TIME:** 12:00 pm (NOON)

Additional accommodations for varying check-in and check-out times for Groups will not be made without prior written consent from the Hotel. Hotel, at its discretion, may charge additional fees if a Group fails to observe and comply with the Check-Out time. Baggage storage for early arrival is available for a small handling fee.

**SCHEDULE OF EVENTS**

| Date        | Start Time | End Time | Function       | Room Name          | AGR  | Room Rental |
|-------------|------------|----------|----------------|--------------------|------|-------------|
| Mar 4, 2026 | 07:00am    | 07:00pm  | Group Activity | Expo-A4            | 1200 |             |
| Mar 4, 2026 | 07:00am    | 06:00pm  |                | Floral-AB          | 1200 |             |
| Mar 4, 2026 | 08:00am    | 07:00pm  | Setup          | Expo ABC           | 1200 |             |
| Mar 4, 2026 | 08:00am    | 07:00pm  | Setup          | Ivy                | 100  |             |
| Mar 4, 2026 | 08:00am    | 07:00pm  | Setup          | Training Room      | 6    |             |
| Mar 4, 2026 | 08:00am    | 07:00pm  | Registration   | Expo Reg Desk      | 3    |             |
| Mar 4, 2026 | 08:00am    | 07:00pm  | Office         | Expo Office        | 3    |             |
| Mar 4, 2026 | 06:30pm    | 08:30pm  | Dinner         | Garden Cay         | 60   |             |
| Mar 5, 2026 | 07:00am    | 07:00pm  | Office         | Expo Office        | 3    |             |
| Mar 5, 2026 | 07:00am    | 07:00pm  | Registration   | Expo Reg Desk      | 3    |             |
| Mar 5, 2026 | 07:00am    | 07:00pm  | GRP            | Prefunction        | 100  |             |
| Mar 5, 2026 | 07:00am    | 07:00pm  | Meeting        | Expo-A1            | 300  |             |
| Mar 5, 2026 | 07:00am    | 07:00pm  | Meeting        | Expo-A2            | 300  |             |
| Mar 5, 2026 | 07:00am    | 07:00pm  | Meeting        | Expo-A3            | 300  |             |
| Mar 5, 2026 | 07:00am    | 07:00pm  | Exhibits       | Expo-B             | 150  |             |
| Mar 5, 2026 | 07:00am    | 07:00pm  | Meeting        | HibDaf             | 40   |             |
| Mar 5, 2026 | 07:00am    | 07:00pm  | Meeting        | Iris-Wisteria      | 40   |             |
| Mar 5, 2026 | 08:00am    | 06:00pm  | Meeting        | Floral-A1          | 200  |             |
| Mar 5, 2026 | 08:00am    | 06:00pm  | Meeting        | Floral-A2          | 200  |             |
| Mar 5, 2026 | 08:00am    | 06:00pm  | Setup          | Training Room      | 75   |             |
| Mar 5, 2026 | 08:00am    | 09:30am  | Breakfast      | South Lobby        | 1200 |             |
| Mar 5, 2026 | 12:00pm    | 01:30pm  | Lunch          | South Lobby        | 1400 |             |
| Mar 5, 2026 | 12:00pm    | 07:00pm  | Lunch          | Expo C             | 1200 |             |
| Mar 5, 2026 | 01:00pm    | 07:00pm  | Meeting        | Tulip              | 20   |             |
| Mar 5, 2026 | 01:00pm    | 07:00pm  | Meeting        | Bluebonnet-Jasmine | 50   |             |
| Mar 5, 2026 | 01:00pm    | 07:00pm  | Meeting        | Orchid-Rose        | 50   |             |
| Mar 5, 2026 | 03:00pm    | 07:00pm  | Break          | South Lobby        | 350  |             |
| Mar 5, 2026 | 05:00pm    | 07:00pm  | Meeting        | Expo-A4            | 300  |             |
| Mar 5, 2026 | 05:00pm    | 07:00pm  | Setup          | North Lobby        | 10   |             |

**Based on this agenda we will compliment your meeting space with a total of 70 sleeping room nigts and a minimum of \$80,000.00 in catered food and beverage. There will be a \$300.00 charge for every 25 rooms less. There will be a one time setup fee of \$500.00**

*\*Specific meeting rooms cannot be guaranteed and are subject to change*

The Hotel guarantees food prices three (3) months from first day of the group.

|   |    |     |   |
|---|----|-----|---|
| <b>STATE AND LOCAL TAXES: 15% ON ROOMS; 8.25% ON FOOD. Rates are subject to change.</b> |    |     |   |
| Tax Exempt:   | No | Yes | If yes, please send Hotel a copy of exemption form. |

\*Please note, tax exemptions cannot be accommodated until Hotel receives the appropriate tax exemption form.

**CATERING SERVICES:** Your food and beverage commitment will include all agreed-upon details in regards to your banquet set up, full menu pricing per person before tax (Hotel guarantees food prices three (3) months from first day of the group) and estimated final bill. If you selected specific colors for your linens, these costs will be added to your contract at market pricing. The hotel does not allow outside catering, miscellaneous food items and beverages to be brought into the meeting rooms or pre-function space. If the space is left excessively dirty, there will be a \$500.00 cleaning fee.

**SERVICE CHARGE:** 22% on all catered functions. Rates are subject to change.

**BANQUET FUNCTION SPACE:** The Hotel charges for the use of its function space. However, the Hotel has guidelines pursuant to which it may provide some function space on a complimentary basis. The amount of complimentary function space provided will be directly related to the number of guestrooms utilized and/or the amount of food and beverage in conjunction with the amount of space needed. In accordance with Group requirements, Hotel will place a tentative hold on the space and guest rooms.

There is a fee for each vendor table (6ft.) with two chairs and an separate fee for electrical for vendors. There is a drayage fee for vendors shipping packages to the hotel.

**AUDIO VISUAL:** Unless the Group receives written consent from the Hotel prior to their stay (which may be granted or withheld in Hotel’s sole discretion), Group agrees to work exclusively with Encore, the Hotel’s in-house audio visual provider. Encore will contact the Group and bill separately for all services provided. If your group decides to use a third party for all audio-visual equipment, a 15% surcharge will be billed with all other charges.

**OPTION DATE:** This Agreement must be signed and returned to the Hotel by **06/30/2025** or all commitments are released and details outlined are no longer valid or applicable.

|                           |                    |                    |                   |
|---------------------------|--------------------|--------------------|-------------------|
| <b>METHOD OF PAYMENT:</b> | Direct Bill: _____ | Credit Card: _____ | Cash/Check: _____ |
|---------------------------|--------------------|--------------------|-------------------|

All estimated charges presented will presume payment via Direct Bill, Cash, Check or Wire Transfer. Payments by credit card will require a 3.5% administration charge in addition to the total due. This includes all Catering Services as well as Hotel Rooms paid for by the group directly.

**BILLING PROCEDURES:** Unless direct billing has been established, Group will pay a deposit equal to \$1000.00 Fifty percent (50%) of the Deposit must be made three (3) months’ prior to the scheduled arrival date, with the remaining fifty percent (50%) balance of the Deposit due two (2) weeks prior to the scheduled arrival date. Hotel offers direct billing to groups with an approved credit application by Hotel’s accounting department based upon credit history. Any outstanding balance of the master account will be due and payable upon receipt of invoice. If payment is not received within thirty (30) days, a finance charge of one and one-half percent per month (18% percent annual rate.) or the maximum allowed by law, whichever is less, will be added to the unpaid balance commencing on the invoice date.

**CANCELLATION FEES:** If cancellation of the entire Group becomes necessary within ninety (90) days of arrival, Group is subject to and liable for cancellation fees equal to the total estimated room charges and catering revenue. If cancellation becomes necessary between ninety-one (91) days and one hundred eighty (180) days prior to arrival, Group is subject to and liable for cancellation fees equal to seventy-five (75%) of estimated room charges and catering revenue. If cancellation becomes necessary between one hundred eighty-one (181) days and two hundred seventy (270) days prior to arrival, Group is subject to and liable for cancellation fees equal to fifty percent (50%) of estimated room charges and catering revenue. If cancellation becomes necessary between two hundred seventy-one (271) days and three hundred sixty-five (365) days prior to arrival, Group is subject to and liable for cancellation fees equal to twenty-five (25%) of estimated room charges and catering revenue. If

cancellation becomes necessary between twelve (12) and twenty-four (24) months prior to arrival, Group is subject to and liable for cancellation fees equal to ten percent (10%) of estimated room charges and catering revenue. To avoid forfeiture of deposits paid or cancellation fees, the Hotel **must** receive written notice of cancellation at least two years prior to the arrival date. Hotel may apply any and all deposits received from the Group towards cancellation charges.

In the unlikely event that the Group must cancel this event, the Hotel agrees to allow Group to utilize up to fifty percent (50%) of any cancellation fees paid as an advance deposit towards a future event to be held within one (1) year of Group's original arrival date. Said monies shall be applied at a rate of \$.50 per dollar consumed.

**FORCE MAJEURE:** Neither party is liable for any failure to perform its obligation under this Agreement due to causes beyond its reasonable control including, but not limited to, acts of God, war, government regulation, acts of civil or military authority, acts or threats of terrorism, natural or weather related disaster, pandemic, civil disorder, or any other emergency of a comparable nature beyond the parties' control, making it impossible, illegal, or materially affects a party's ability to perform its obligation under this sales contract. It is provided that this Agreement may be terminated for any one or more of such reasons by written notice from one party to the other without liability. Any deposits made shall be refunded by check to Group within thirty (30) days of the Force Majeure event occurring.

**IN-HOUSE EQUIPMENT:** The Hotel will provide at no charge a reasonable amount of meeting equipment, i.e., chairs, linens, etc. Upgraded equipment and linens are available for a charge. Hotel will provide note pads, pens, hard candies and water stations in each meeting room at a central location unless otherwise noted.

**INSURANCE:** The Hotel and Group shall obtain and maintain evidence of insurance upon request in amounts sufficient to provide coverage of any liabilities which may reasonably arise out of or result from the respective obligations pursuant to this Agreement.

**INDEMNIFICATION:** Group hereby agrees to indemnify, defend and hold Hotel, The City of Galveston, The Park Board of Trustees of the City of Galveston and The Moody Foundation harmless from and against any and all loss, liability, cost or damages resulting from actual or threatened claims or causes of action directly or indirectly arising out of or caused by the negligence, gross negligence or intentional misconduct of the Group or it's respective officers, directors, employees and agents, contractors, members or participants (as applicable) provided that with respect to officers, directors, employees and agents, such individuals are acting within the scope of their employment or agency, as applicable. The Hotel shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such claims.

**GOVERNING LAW:** This Agreement is governed by the laws of the State of Texas. Any dispute related to the subject matter of this Agreement shall be brought exclusively in a court of competent jurisdiction in Galveston County, Texas.

**COMPLIANCE WITH LAWS:** Both the Group and Hotel agree to comply with all applicable US, Federal, State and Local laws governing the Agreement and the event, including rules, regulations or requests of the US Department of Homeland Security.

**NOTICE:** Any notice required or permitted by the terms of this Agreement must be in writing. Notice may be sent via Email and will be considered effective as the date and time the email was sent.

**ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement of the parties and supersedes all prior negotiations, representations, or agreements. This Agreement may only be modified in writing and signed by both the Hotel and the Group.

**WAIVER:** If either party agrees to waive its right to enforce any term of this Agreement, it does not waive the right to enforce any other terms of this Agreement. Further if any provision of this Agreement is deemed invalid or unenforceable, that provision shall be struck and remaining provisions of this Agreement shall remain enforceable.

**AUTHORIZATION, ACKNOWLEDGEMENT AND APPROVAL:** The undersigned agrees and acknowledges that the contents of the Agreement meet with my approval. The undersigned represents and warrants that he/she is an authorized representative of the Group and this Agreement shall be binding and enforceable against the Group. I consider all arrangements definite and confirmed as stated herein. This Agreement is effective upon the date signed below.

**ACCEPTED AND AGREED TO:**

GM Signature: \_\_\_\_\_

Client Signature: \_\_\_\_\_

GM Name: Steve Kalbaugh

Client Name: Dr. W. Myles Shelton

Sales Manager Signature: \_\_\_\_\_

Title: President

Sales Manager Name: Cindi Smith

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Consider Approval of Proposal to Purchase a MacBook for the Drama Department

Staff requests Board approval to purchase a new MacBook Pro for the Drama department. This purchase would replace the current computer the department has that was purchased ten years ago. Faculty use this computer to teach students about several industry standard software used to edit and run sound for theatre performances. These software programs are designed to be used on Apple products. This purchase will be paid for with funds from the Education and General Fund.

| Vendor   | Equipment   | Cost            |
|--|---|-----------------|
| Apple Store for Education<br>Choice Partners<br>Contract # 23/036SG-01 | 14-inch MacBook Pro: Apple M4 Max chip with 14-core CPU and 32-core GPU | \$ 2,899        |
|  | 4-year AppleCare+ for Schools   | \$ 319          |
|  | USB-C Power Adapter   | \$ 79           |
|  | Magic Keyboard with Touch ID  | \$ 179          |
| <b>Total</b>   |   | <b>\$ 3,476</b> |

Consider Approval of Proposal to Purchase a MacBook  
For Marketing and Communications as Part of the FY25 Faculty and Staff Computer  
Refresh

Staff requests approval of this proposal to purchase a new MacBook Pro for the FY25 Faculty and Staff Refresh for a staff member in the Marketing and Communications Department. All hardware will be acquired from Apple (ADCA Customer Contract Number: 1694447) and the total cost of purchase is \$2,048.00. The source of the funding is the Capital Equipment Fund. A breakdown of the cost along with equipment specifications follows:

- Laptop Computers:
  - Model: MacBook Pro 4 14”
  - CPU: Apple M4 Pro 12-core CPU rated up to 4.6GHz
  - Memory: 24 Gigabytes
  - Hard Drive: 512 GB Non-Volatile Memory Solid State Hard Drive
  - Built-In Screen Size: 14” Screen

Equipment includes a 3-year warranty.

| <b>Vendor/Quotes</b>                   | <b>Item/Quotes</b>         | <b>Funding Sources</b> | <b>Cost</b>       |
|--|----------------------------|------------------------|-------------------|
| ADCA Customer Contract Number: 1694447 | 2112142102 MacBook Pro 14” | Capital Equipment Fund | \$2,048.00        |
| <b>Total:</b>                          |                            |                        | <b>\$2,048.00</b> |

Consider Approval of Proposal to Purchase Flexible Classroom Furniture

Staff requests Board approval to purchase flexible classroom furniture for rooms FA-319, FA-320, and FA-321. This flexible furniture helps the faculty easily change the layout of the classroom to support various active learning activities. The purchase will be made from HBI Office Solutions, AGATI E&I Contract # CNR01372. The proposed cost of \$62,801.70 includes the furniture, delivery, and set-up. This item will be paid for with funds from the Education and General Fund.

| <b>Vendor</b>   | <b>Equipment</b>  | <b>Cost</b>        |
|---|---|--------------------|
| HBI Office Solutions<br>308 Hwy 75 North<br>Huntsville, TX 77320<br>AGATI E&I Contract # CNR01372 | Three (3) set of flexible classroom furniture. Each set includes 30 tables and chairs | \$60,577.20        |
|   | Delivery and Installation   | \$375.00           |
|   | Steelcase Tariff Recovery Charge  | \$1,849.50         |
| <b>Total</b>  |   | <b>\$62,801.70</b> |

Consider Approval of Proposal to Purchase Audio Visual Instructional Equipment for the Nuclear Medicine Classroom in the Health Science Education Center

Staff is recommending approval to purchase new audio visual instructional equipment for the Nuclear Medicine classroom. The equipment will be purchased through Data Vox (TIPS #230105), and will include display screens, video conferencing equipment, and a control system. This proposal will be paid for with funds from the Education and General Fund.

Staff is requesting Board approval for this proposal.

| Program          | Vendor  | Description   | Unit | Total      |
|------------------|---|---|------|------------|
| Nuclear Medicine | DataVox<br>6650 W Sam Houston Pkwy S<br>Houston, Texas 77072<br>TIPS # 230105 | AudioVisual<br>Equipment (Smart<br>Classroom setup) | 1    | \$5,535.95 |
| Total Project    |   |   |      | \$5,535.95 |

Consider Approval of Agreement with Lemons Auctioneers, LLC. to Provide  
Online Auction Services

Staff requests Board approval of a 3-year agreement with, Lemons Auctioneers, LLC. and Online Pros, 18810 Juergen Road, Tomball, Texas, 77377, BuyBoard Contract # 620-20, to sell surplus assets designated by the College.

The Collage shall pay Auctioneer the sales fee equal to eighteen percent (18%) of the gross proceeds of the sale of all merchandise, if the auctioneer conducts asset tracking. If the college conducts the asset tracking the college shall pay the Auctioneer sales fee equal to seven percent (7%) of the gross proceeds of the sale of all merchandise. An administrative fee of 3.25% will be charged to Galveston College.

The term of this agreement will be from June 12<sup>th</sup>, 2025, through June 12<sup>th</sup>, 2028.

**THE LOCAL GOVERNMENT PURCHASING COOPERATIVE  
(BUYBOARD) #708-23  
ONLINE AUCTION AGREEMENT  
AUCTIONEER CONDUCTS ASSET TRACKING**

This Online Auction Agreement (the "Agreement") is made and entered into this June 12, 2025, through June 12, 2028, between the Galveston College, Texas (the "Seller") and Lemons Auctioneers, LLC. and Online Pros, (the "Auctioneer").

**WITNESSETH:**

Seller hereby employs Auctioneer to sell the surplus assets designated by Seller at an online auction at Seller's appointed auction locations.

**AUCTIONEER AGREES TO SELL SURPLUS ASSETS DESIGNATED BY SELLER (THE MERCHANDISE") UPON THE TERMS AND CONDITIONS SET FORTH BELOW:**

1. The merchandise shall be sold online on an appointed day, date, and time, and shall be available for preview on an appointed day, date, and time and place. All merchandise shall be sold "AS IS" and "WHERE IS" to the highest bidder, and without warranty except for warranty of title to the merchandise, and shall be auctioned **WITHOUT MINIMUMS, RESERVES, OR CONFIRMATIONS**, unless otherwise agreed to in writing by Seller and Auctioneer. Seller warrants and represents to Auctioneer that Seller has good title to the merchandise and that all such merchandise is free of any liens, claims or encumbrances.
2. The Seller agrees to grant Auctioneer the exclusive right to market and sell the merchandise appointed for auction by Seller. The Seller may add additional merchandise to each auction at any time. Accordingly, the property cannot be withdrawn from the sale by the Seller for any reason without the consent of the Auctioneer in writing or by email. The Seller may not attempt to sell, transfer, destroy, or alter the merchandise during the auction process.
- 3A. **Auctioneer Conducts Asset Tracking:** Seller shall pay Auctioneer the Local Government Purchasing Cooperative (Buyboard) discount auction sales fee equal to eighteen percent (18%) of the gross proceeds of the sale of all merchandise. Auctioneer will charge the buyer a buyer's premium equal to fourteen percent (14%) of the gross purchase price of each item purchased by such buyer paid to Auctioneer. Auctioneer will charge a (3.25%) administrative fee to buyers who choose to purchase their merchandise using a credit card paid to Auctioneer.
- 3B. **Seller Conducts Asset Tracking:** Seller shall pay Auctioneer the Local Government Purchasing Cooperative (BuyBoard) discount auction sales fee equal to seven percent (7%) of the gross proceeds of the sale of all merchandise. Auctioneer will charge the buyer a buyer's premium equal to fourteen percent (14%) of the gross purchase price of each item purchased by such buyer paid to Auctioneer. Auctioneers will charge a (3.25%) administrative fee to buyers who choose to purchase their merchandise using a credit card paid to Auctioneer.
4. Auctioneers agree to promote the sale of the merchandise by mass e-mail, web analytics, and multiple promotional internet websites or use of personal contacts. The type of

6.2.25 1

promotion to be used shall be determined by Auctioneer in its sole discretion. All newspaper advertising shall be discussed between Seller and Auctioneer before any such placement at Seller's expense. Auctioneer shall also place Seller's listing on Auctioneer's Website at [www.lemonsauctioneers.com](http://www.lemonsauctioneers.com) or [www.onlinepros.com](http://www.onlinepros.com).

5. Seller shall be responsible for placing all merchandise in the assigned auction areas. Auctioneer/Seller per Agreement shall supply experienced staff to conduct asset tracking and take digital photographs of all merchandise prior to the date of the online auction, conduct online auction services, and supervise with all auction removal.

6. Auctioneer may, at its discretion, display photos or descriptions of the merchandise on a third-party website to market and sell the merchandise. Auctioneers will watermark all photos placed on the internet for marketing purposes to defer fraudulent misuse of photographs.

7. Seller assumes all risk of loss. Auctioneer shall not be responsible, under any circumstances, for any loss, theft, or damage to the merchandise, either at its present location or at the appointed auction locations, whether before, during, or after-said auction.

8. Seller shall provide Auctioneer with all information pertaining to the merchandise, but not be limited to a written description, current condition, use, salvage, parts missing, damaged, current title to all titled vehicles, and any available manuals or reports.

9. Seller's name, or designated business name as noted in the Agreement, will be publicized on Auctioneer's website, on any marketing material, third party websites, to promote the sale merchandise.

10 Auctioneer may display Seller's logo on Auctioneers website, third party websites, and any marketing material to promote the sale merchandise.

11. Auctioneer shall approve all online bidders, manage the online auction for ten (10) consecutive days, receive, manage, and disburse all payments, and coordinate with Seller regarding all pickups and checkouts.

12. Proceeds shall be payable by cash, credit or debit card, Cashier's Check, Money Order, or wire transfer. The auctioneer shall offer the option of making payments in cash at its offices located at 18810 Juergen Road, Tomball, Texas. Seller shall not be charged a fee for sales that are paid through Auctioneer's Credit Card Gateway. Auctioneers will not be responsible for buyers who default on payment; however, Auctioneer shall make diligent attempts to collect all monies due to Seller from the proceeds of the auction. If monies are not collected on an item sold by auction, the Auctioneer will contact Seller and discuss the option of relisting said merchandise or Seller may remove and dispose of merchandise as Seller sees fit. Bidders that do not pay for their purchases during the stated deadline may be permanently banned from future online auctions.

13. Seller understands that if the scheduled auction is canceled by Seller, the uncollected advertising shall be reimbursed to Auctioneer, upon presentation to Seller of Auctioneer's valid invoices.

14. Auctioneer shall not be responsible for removal of any auction items. Auctioneer will assist with the communication between Buyers and Seller during the removal process. Auctioneer will not be responsible for any verbal or written agreement between the Buyer and Seller during the online auction process.

15. Seller understands that Auctioneer shall deposit all auction proceeds into an Escrow Account located at Woodforest National Bank in Tomball, Texas. Auctioneer is licensed and regulated by the Texas Department of Licensing and Regulation. A license issued by said Department does not imply approval or endorsement of Auctioneer by the State of Texas. If there are unresolved complaints, they can be made by mail to the Texas Department of Licensing and Regulation, P.O. Box 12157, Austin, Texas 78711, or by calling (800) 803-9202.

16. The proceeds from the auction shall be delivered to Seller not later than fifteen (15) banking days, contingent to Auctioneer receiving final online payment and finalization of the removal process. Auctioneer's auction sales fee and approved newspaper advertising fees shall be deducted from the gross proceeds of the auction.

17. Auctioneer shall remit to the Texas Comptroller of Public Accounts all sales taxes collected from purchasers that are due and payable to the State of Texas. Auctioneers shall account for noncollection of sales tax to persons or entities holding valid tax exemption or resale certificates. A copy of the Auctioneers sales tax number is available upon request.

18. Auctioneer shall furnish to Seller an itemized statement of all auction proceeds. Such a statement shall include the lot number and description of all merchandise, the amount collected, and a final accounting of all transactions.

19. Auctioneer shall be responsible for all vehicle and bus title transfers and documentation at Sellers discretion. Auctioneers shall charge the purchaser of each vehicle a \$35.00 title preparation fee for each unit purchased. The auctioneer will submit to the Texas Department of Motor Vehicles current buyer information for all titled vehicles.

20. Auctioneer shall issue all Bills of Sale upon request.

21. Merchandise removal shall be on appointed days, dates, and times as stated on the online auction timeline. If merchandise is not removed by the designated date, the ownership of the merchandise will revert to the Seller and the Seller may dispose of or resale the items/lots at their discretion. The default buyer's account will be suspended, and no refund will be available per Seller's instructions. Auctioneer will not be responsible for the lot/items not removed during the stated deadline. Seller may charge a \$10.00 per day per lot/item late removal fee if noted on the Sellers online auction in Special Instructions.

22. This Agreement may be terminated by either party upon written notice to the other party given not less than thirty (30) days prior to the auction date.

23. All notice required or permitted to be given to Seller or Auctioneer pursuant to this Agreement shall be in writing and sent by certified mail, return receipt requested to the address shown below each parties' signature or by email. Any party may change its address for notice in

the manner provided above.

24. Seller represents and warrants to Auctioneer that: (a) Seller has the right, power and authority to appoint the merchandise for sale and to enter into this Agreement and to perform all obligations, the merchandise is, and, until sold, shall remain free and clear of all liens, encumbrances or claims of third parties of any kind whatsoever; (b) good title will pass to the buyer upon sale; (c) there are no restrictions on Auctioneer to reproduce photographs of the merchandise and (d) the information the Seller has provided to Auctioneer in the Agreement is true and correct.

25. The Seller has read and understands the terms and conditions of this agreement. Both parties acknowledge that they have carefully read this Agreement, understand the contents thereof, and sign this Agreement as their own free act and deed. It is understood by Seller that, upon execution of this Agreement, Auctioneer shall commence to perform all services set out herein.

**THE FOLLOWING INDIVIDUALS SHALL BE RESPONSIBLE FOR REPRESENTING THE SELLER:  
GALVESTON COLLEGE**

By: X \_\_\_\_\_

Name: Dr. W. Myles Shelton \_\_\_\_\_

Title: President \_\_\_\_\_

Address: 4015 Avenue Q \_\_\_\_\_

Galveston, Texas 77550 \_\_\_\_\_

Date: X \_\_\_\_\_

**THE FOLLOWING INDIVIDUALS SHALL BE RESPONSIBLE FOR REPRESENTING THE AUCTIONEER:  
LEMONS AUCTIONEERS, LLC. AND ONLINE PROS**

By: \_\_\_\_\_

Name: Lori Campbell, TCAP, CAI, GPPA \_\_\_\_\_

Title: President #7341 \_\_\_\_\_

Address: 18810 Juergen Road \_\_\_\_\_

Tomball, Texas 77377 \_\_\_\_\_

Date: \_\_\_\_\_

Consider Conferment of Faculty Tenure

In accordance with Board Policy DCB Local, Employment Practices: Tenure, Dr. Tirizia York is being recommended to the Board for the conferment of faculty tenure. Dr. York has met the eligibility requirements to be considered for tenure and has completed their tenure review process. Their applications for tenure has been reviewed by the faculty Rank, Tenure, and Sabbatical Committee and unanimous endorsements for candidacy were received. The Vice President for Instruction recommend tenure for this candidate. Dr. W. Myles Shelton, President, concurs with this endorsements. Instructions were given to the Board members on how to access the candidates online tenure portfolio for review prior to the meeting.

It is the recommendation of the President that the Board grant tenure for Dr. York beginning in the 2025-26 academic year.