



Notice/Agenda of Special Called Meeting

The Board of Trustees College of the Mainland

The Special Called Meeting of the Board of Trustees of College of the Mainland will be held Tuesday, November 11, 2025, beginning at 3:00 PM in the

Doyle Family Administration Boardroom (A129)
1200 Amburn Road
Texas City, Texas 77591

Mission: College of the Mainland is a learning-centered, comprehensive community college dedicated to student success and the intellectual and economic enrichment of the diverse communities we serve.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. The items listed in this notice may be considered in any order at the discretion of the Chair or Board and items listed for closed session discussion may be discussed and/or approved in open session and vice versa as permitted by law.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. **Call to Order**
2. **Pledge of Allegiance, Texas Pledge & Moment of Silence**
3. **Roll Call & Determination of Quorum**
4. **Consideration of and Possible Action to Approve the Update to Required Signatories for COM Bank Accounts, as Required by Each Banking Institution**
5. **Consideration of and Possible Action to Approve Dr. David Wesse, Vice President for Fiscal Affairs, and Freda Davis, Controller, as the College's Investment Officers, Effective for Fiscal Year 2025-2026**
6. **Consideration of and Possible Action to Approve the Proposed Revisions to Local Policy EGC to Allow College of the Mainland to Award a Degree Posthumously**
7. **Adjournment to a Closed or Executive Session Pursuant to the Texas Government Code of the Open Meetings Act
Section 551.071 - consultation with attorney
Section 551.072 - deliberation regarding real property**
8. **Consideration of and Possible Action on any Items Discussed in Closed Session**
9. **Consideration of and Possible Action to Authorize the President to Negotiate and Execute Such Lease[s] as Proposed and to Take Such Other Action as Warranted to Ensure Program Integrity**
10. **Adjourn**

**If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board reserves the right to conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E, including but not limited to the following provisions; 1)Section 551.071-consultation with attorney, 2)Section 551.072-deliberation regarding real property, 3) Section 551.073-deliberation regarding prospective gifts, 4)Section 551.074-deliberation regarding personnel matters, and/or complaints against school personnel, 5)Section 551.082-deliberation regarding student disciplinary matters and/or complaints against personnel. 6)Section 551.087-deliberation regarding economic development negotiations, and/or 7)Section 551.089 – deliberation regarding security devices or security audits. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.*

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on, Wednesday, November 5, 2025, 5:00 PM.



Leanne Downton
Board Liaison

Administration

President, Helen Brewer, Ph.D.
Vice President for Fiscal Affairs, David Wesse, Ph.D.
Vice President for Academic Affairs, Heather Rhodes, Ed.D.
Vice President for Student Affairs, Michelle Brezina
Vice President for Administrative Services, Michael McGee
Vice President for Strategic Initiatives, Diane Burkett



PRESIDENT'S OFFICE

Call to Order

Call to Order on **(insert date)**
at **(insert time)**



PRESIDENT'S OFFICE

Pledge of Allegiance to the American Flag
Texas Pledge
Moment of Silence

The Texas State Flag Pledge
"Honor the Texas flag; I pledge
allegiance to thee, Texas, one state under
God, one and indivisible."



College of the Mainland
Board of Trustees
2025-2026

Mrs. Melissa Skipworth,
Board Chair
1061 Misty Cliff
Dickinson, TX 77539
281-684-9146
mskipworth@com.edu

Ms. Wilma Green,
Trustee
7310 Plover Circle
Texas City, TX 77591
409- 939-0008
Greenwc8618@att.net

Mr. Kyle L. Dickson,
Board Vice Chair
2514 Pilgrim Estate Dr.
Texas City, TX 77590
713-256-2343
kdickson@murray-lobb.com

Dr. Bill McGarvey,
Trustee
808 Buttonwood Dr.
Texas City, TX 77591
409-770-3537
wmcgarvey@gmail.com

Dr. Kimberly Dodson,
Board Secretary
4204 Scenic Drive
Dickinson, TX 77539
832-284-2448
Dodsonkdj@gmail.com

Mr. Don Gartman,
Trustee
2538 Quaker Dr.
Texas City, 77590
409-739-2618
d.gartman@com.edu

Ms. Patti Hanssard,
Trustee
6202 Woodacres Drive
Hitchcock, TX 77563
409-739-4494
patti.hanssard@com.edu



MINUTE ORDER

To: Board of Trustees

From: Dr. Helen Brewer, President

Date: November 11, 2025

Subject: Approval of Authorized Signatory for COM Banking Institutions

AGENDA ITEM DESCRIPTION:

Discussion and possible action to update required signatories for COM bank accounts, as required by each banking institution.

PURPOSE:

To request the approval to add Freda Davis, Controller, as an authorized signatory for COM banking institutions and to remove Trudy Trochesset, retiring Controller, as an authorized signatory. Dr. David Wesse, Vice President for Fiscal Affairs, will be retained as an authorized signatory. This action is required by each banking institution and will be effective December 1, 2025.

FUNDING SOURCE:

N/A

PROPOSED MOTION:

“I move the Board of Trustees remove Trudy Trochesset as an authorized signatory on COM bank accounts and add Freda Davis, Controller, as an authorized signatory effective December 1, 2025.”



MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer, President
Date: November 4, 2025
Subject: Revised Appointment of Investment Officers

AGENDA ITEM DESCRIPTION

Approval of Appointment of Investment Officers effective December 1, 2025

PURPOSE

For the Board of Trustees to approve the Investment Officers effective December 1, 2025.

BACKGROUND

The current investment officer is Trudy Trochesset, Controller. Ms. Trochesset is retiring from COM employment effective 12/31/25. Freda Davis is her replacement. Ms. Davis will assume the duties of the investment officer effective 12/1/25.

FUNDING SOURCE

N/A

PROPOSED MOTION

“I move the Board of Trustees accept David Wesse, Vice President for Fiscal Affairs, and Freda Davis, Controller, as the College’s Investment Officers, effective for Fiscal Year 2025-2026 as of December 1, 2025.”

ATTACHMENT(S)



MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer, President
Date: November 11, 2025
Subject: Recommendation to adopt revisions to COM Local Policy EGC

AGENDA ITEM DESCRIPTION

Discussion and possible action on the proposed revisions to COM Local Policy EGC to allow COM to award a degree posthumously.

Presented and recommended for approval to the Board of Trustees on November 11, 2025.

PURPOSE

In addition to ensuring the College establishes clear graduation requirements for all degrees and certificates in accordance with law, it is recommended that COM Local policy be revised to include a provision to allow for the award of a degree posthumously as may be appropriate.

BACKGROUND

College of the Mainland upholds clear and consistent graduation standards in compliance with the law. This policy outlines the degrees and certificates offered by the College and establishes a process for reviewing students' academic progress to identify those who have met all graduation requirements. COM policy currently does not provide for the posthumous award of a degree for meritorious students.

FUNDING SOURCE

Not applicable

PROPOSED MOTION

"I move the Board of Trustees adopt the revisions to Local Policy EGC as presented."

ATTACHMENT(S)

1. EGC (Local) Draft/Final *Academic Achievement: Graduation*

ACADEMIC ACHIEVEMENT
GRADUATION

EGC
(LOCAL)

The Board shall establish graduation requirements in a manner consistent with applicable law. The College District catalog shall address the degrees and certificates, the semester credit hours or continuing education units, and other requirements that must be satisfied to obtain each degree or certificate awarded by the College District.

Each semester, the College District will review students' academic progress toward completion and will identify those who have met the graduation requirements for their program of study on record. Upon meeting the graduation requirements, the College District will automatically award the degree or certificate and post the credential to the official transcript.

College of the Mainland may award a degree posthumously when a student has substantially completed all requirements for the degree and met other such criteria as outlined in COM Regulation EGC.

ACADEMIC ACHIEVEMENT
GRADUATION

EGC
(LOCAL)

The Board shall establish graduation requirements in a manner consistent with applicable law. The College District catalog shall address the degrees and certificates, the semester credit hours or continuing education units, and other requirements that must be satisfied to obtain each degree or certificate awarded by the College District.

Each semester, the College District will review students' academic progress toward completion and will identify those who have met the graduation requirements for their program of study on record. Upon meeting the graduation requirements, the College District will automatically award the degree or certificate and post the credential to the official transcript.

College of the Mainland may award a degree posthumously when a student has substantially completed all requirements for the degree and met other such criteria as outlined in COM Regulation EGC.



PRESIDENT'S OFFICE

Possible Action on Agenda Items, Including Closed Session Matters

Consideration of and Possible Action on any items discussed in closed session.