



Notice/Agenda of October Meeting

The Board of Trustees College of the Mainland

The October Meeting of the Board of Trustees of College of the Mainland will be held Monday, October 26, 2026, beginning at 1:30 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. **Minutes**
 - A. Consideration of and Possible Action to Approve the Full Board Minutes of Monday, September 28, 2026
5. **Comments from the Community**
 - A. Other Citizens
6. **Constituent Leader Activity Reports**
 - A. Faculty Senate - Mike Bell, President
 - B. Professional Council - Dr. Shani Johnson, President
 - C. Classified Council - Sonia Kukuch, President
 - D. Student Government Association (SGA) - Abrielle Serona, President
7. **Limited Tax General Obligation and Refunding Bonds, Series 2026**
8. **Presentation by Minto Communities: Latitude Margaritaville**
9. **Program Spotlight - Surgical Technology**
 - A. Lydia Wardell, Surgical Technology Program Coordinator
10. **Student Spotlight**
 - A. Yuliana Rocha - Surgical Technology
11. **Consideration of and Possible Action to Increase Contract 23-36 with Cannon Design - Furniture Design Studio for Furniture Planning Services for the New**

- Cosmetology and Culinary Center Project in the Amount of \$52,500, Plus Reimbursables, for a Revised Total Contract Amount Not-to-Exceed \$572,500**
12. **Consideration of and Possible Action to Approve Guaranteed Maximum Price (GMP) Amendment No. 1 to Contract 23-53 with Tellepsen Builders for the Interior Demolition Scope of the Cosmetology and Culinary Center Project in an Amount Not-to-Exceed \$442,100**
 13. **Consideration of and Possible Action to Approve Award of Contract 27-13 to Gaumard Scientific for the Purchase of AI Manikins in the Amount of \$374,611.96 to be Paid with Grant Funds**
 14. **Consideration of and Possible Action to Approve an Increase to Contract 18-24 with EAB Global, Inc. for the Purchase of Advanced AI - Navigate 360 Component in the Amount of \$89,412 for a Revised Total Contract Amount Not-to-Exceed \$655,243 through August 31, 2028**
 15. **Consideration of and Possible Action to Approve a One (1) Year Extension to Contract 27-14 with BM Technologies (BMTX) for Student Refund Management Services for a Total Not-to-Exceed Amount of \$19,800 to be Paid from the Operating Budget**
 16. **Financial Report(s)**
 - A. Consideration of and Possible Action to Accept the September 2026 Investment and Financial Reports
 17. **Human Resources Items**
 - A. Appointment Nominations
 1. Consideration of and Possible Action to Approve the Appointment Nomination of Karol Paredes Plascencia to the Position of Enrollment Coach, Continuing Education Department
 2. Consideration of and Possible Action to Approve the Appointment Nomination of Ciara Rougely to the Position of Student Resource Coordinator, Dean of Students Department
 3. Consideration of and Possible Action to Approve the Appointment Nomination of Nicole Van Tassell to the Position of Enrollment Coach, Strategic Enrollment Management Department
 - B. Consideration of and Possible Acceptance of the Non-Contractual Positions Hiring Report as Written
 18. **Board Report**
 19. **President's Report**
 - A. Updates
 1. Community Engagement Report
 2. Houston Endowment Grant Award
 3. 8-Week Advantage Data Summary
 - B. Reminders/Announcements
 1. Board Meetings
December 2026 - Monday, December 7, 2026
January 2027 - Monday, January 25, 2027
February 2027 - Monday, February 22, 2027
 2. Special Called BOT Meeting - Thursday, November 19, 2026, 4:30 p.m., Boardroom
 3. Day of the Dead Celebration - Tuesday, November 3, 2026, 12:30-1:30 p.m., Student Center
 4. Native American History Month Celebration - Tuesday, November 17, 2026, 12:30-1:30 p.m., Conference Center
 5. Holiday Reception - Tuesday, December 1, 2026, 3-5 p.m., Student Center

6. December Graduation - Saturday, December 5, 2026, 10 a.m. & 1 p.m.,
Abundant Life Christian Center
- C. Resignations and Retirement Report
- D. Miscellaneous Updates
20. **Adjournment to a Closed or Executive Session Pursuant to the Texas Government Code of the Open Meetings Act**
21. **Consideration of and Possible Action on any Items Discussed in Closed Session**
22. **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, Tuesday, October 20, 2026, 5:00 P.M..



Leanne Downton
Board Liaison

Administration

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



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
mskipworth@com.edu

Ms. Wilma Green,
Trustee
wilma.green@com.edu

Mr. Kyle L. Dickson,
Board Vice Chair
kdickson1@com.edu

Dr. Bill McGarvey,
Trustee
bmccgarvey@com.edu

Dr. Kimberly Dodson,
Board Secretary
kimberly.dodson@com.edu

Mr. Don Gartman,
Trustee
d.gartman@com.edu

Ms. Patti Hanssard,
Trustee
patti.hanssard@com.edu



MINUTE ORDER

To: Board of Trustees

From: Dr. Helen Brewer, President

Date: October 26, 2026

Subject: Full Board Minutes

AGENDA ITEM DESCRIPTION

Full Board Minutes presented for recommended acceptance to Board of Trustees.

PURPOSE

To ensure accuracy of the monthly minutes.

BACKGROUND

Minutes are brought forward every month for approval.

FUNDING SOURCE

N/A

PROPOSED MOTION

“I move the Board of Trustees approve the Full Board Minutes of September 28, 2026.”

ATTACHMENT(S)

1. Minutes of 9/28/26

**College of the Mainland Board of Trustees
Minutes of Monday, September 28, 2026
1:30 p.m., Doyle Family Administration Building**

Call to Order

Melissa Skipworth called the meeting to order at 1:30 p.m.

Pledge of Allegiance (American Flag), Texas Pledge & Moment of Silence

Roll Call & Determination of Quorum

Roll call indicated that all Trustees were present except Dr. Kimberly Dodson.

Minutes

Consideration of and Possible Action to Approve the Board Workshop Minutes of Monday, August 24, 2026

Dr. Bill McGarvey moved the Board of Trustees approve the Board Workshop Minutes of Monday, August 24, 2026. Wilma Clark Green seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Full Board Minutes of Monday, August 24, 2026

Patti Hanssard moved the Board of Trustees approve the Full Board Minutes of Monday, August 24, 2026. Don Gartman seconded the motion; all voted in approval.

Galveston County Sheriff's Office

Sheriff Jimmy Fullen, Galveston County Sheriff's Office, introduced his team and expressed his appreciation for the partnership with COM, which will serve as the host site for the new Galveston County Law Enforcement Academy.

Don Gartman stated that he is looking forward to working with Sheriff Fullen and the other law enforcement officers with the Galveston County Sheriff's Office.

Comments from the Community

No comments

Constituent Leader Activity Reports

Faculty Senate – Mike Bell, President, updated the Board of faculty activities.

Professional Council – Dr. Shani Johnson, President, updated the Board on professional employee activities.

Classified Council – Sonia Kukuch, President, updated the Board on classified employee activities.

Student Government Association (SGA) – Abrielle Serona, President, updated the Board on student activities.

Program Spotlight – Associate of Science in Natural Science

Dr. Seraiah Smith, Associate Professor, shared information about the Associate of Science in Natural Science degree including program highlights.

Dr. Brewer thanked Dr. Smith for her dedication to the college and for creating unique opportunities for students.

Student Spotlight

Chelsy Bonilla shared why she chose the Associate of Science in Natural Science program at COM, and explained that her plan is to pursue a bachelor's degree in biology.

Consideration of and Possible Action to Approve Award of Contract 27-11 to Datavox for Cisco Switches and Accessories, Licensing, Hardware, and Support in the Amount of \$671,570.68

Dr. Bill McGarvey moved the Board of Trustees approve award of contract 27-11 to Datavox for Cisco switches and accessories, licensing, hardware, and support in the amount of \$671,570.68. Don Gartman seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve Award of Contract 27-12 to Solid IT Networks for HPE Aruba Wireless, Licensing, Hardware, and Support in the Amount of \$239,834.20

Dr. Bill McGarvey moved the Board of Trustees approve award of contract 27-12 to Solid IT Networks for HPE Aruba Wireless, licensing, hardware, and support in the amount of \$239,834.20. Don Gartman seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve an Increase to Contract 25-01 to Weaver & Tidwell for Non-Endowment Fund Deep Dive, Reconciliation, Validation & Process Analysis in the Amount of \$15,000

Dr. Bill McGarvey moved the Board of Trustees approve award of contract 25-01 to Weaver & Tidwell for non-endowment fund deep dive, reconciliation, validation and process analysis in the amount of \$15,000. Don Gartman seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve an Extension to Contract 18-07 Awarded to Weaver & Tidwell for Internal Audit Services for an Additional \$150,000 and a Revised Contract Total Not-to-Exceed \$800,000

Dr. Bill McGarvey moved the Board of Trustees approve an extension to contract 18-07 awarded to Weaver & Tidwell for internal audit services for an additional \$150,000 and a revised contract total not-to-exceed \$800,000. Don Gartman seconded the motion; all voted in approval.

Tax Rate Item(s)

Consideration of and Possible Action to Adopt the Resolution Setting the Total Property Tax Rate for the 2026 Tax Year at \$0.260394 per \$100 of Assessed Valuation, Consisting of a Maintenance and Operations Rate of \$0.141180 and an Interest and Sinking Rate of \$0.119214

NOTE: Roll Call Vote Required

Don Gartman moved the Board of Trustees adopt the resolution setting the total property tax rate for the 2026 tax year at \$0.260394 per \$100 of assessed valuation, consisting of a maintenance and operations rate of \$0.141180 and an interest and sinking rate of \$0.119214. A roll call vote indicated that all members voted in favor; motion passed.

Financial Report(s)

Consideration of and Possible Action to Accept the August 2026 Investment and Financial Reports

Don Gartman moved the Board of Trustees accept the August 2026 Investment and Financial Reports. Dr. Bill McGarvey seconded the motion; all voted in approval.

Consideration of and Possible Action to Accept the August 2026 Quarterly Investment Report

Don Gartman moved the Board of Trustees accept the August 2026 Quarterly Investment Report. Patti Hanssard seconded the motion; all voted in approval.

Policy

Consideration of and Possible Action to Adopt the Proposed Revisions to COM Local Policies as Presented

Don Gartman moved the Board of Trustees approve to adopt the proposed revisions to COM local policies DCA, FKC, and FLB. Dr. Bill McGarvey seconded the motion; all voted in approval.

Human Resources Items

Appointment Nominations

Consideration of and Possible Action to Approve the Appointment Nomination of Amy Brooks to the Position of Assistant Professor of Nursing (Vocational Nursing Program), Nursing Department

Don Gartman moved the Board of Trustees approve the appointment nomination of Amy Brooks to the position of Assistant Professor of Nursing (Vocational Nursing Program), Nursing Department. Dr. Bill McGarvey seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Michael Khoa Le to the Position of Faculty - Anatomy & Physiology, Science Department

Dr. Bill McGarvey moved the Board of Trustees approve the appointment nomination of Michael Khoa Le to the position of Faculty – Anatomy & Physiology, Science Department. Don Gartman seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Ashlinn Parker to the Position of Student Life Specialist II, Student Life Department

Don Gartman moved the Board of Trustees approve the appointment nomination of Ashlinn Parker to the position of Student Life Specialist II, Student Life Department. Dr. Bill McGarvey seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Scott Raines to the Position of Enrollment Coach – Dual Credit, Dual Credit Department

Patti Hanssard moved the Board of Trustees approve the appointment nomination of Scott Raines to the position of Enrollment Coach – Dual Credit, Dual Credit Department. Don Gartman seconded the motion; all voted in approval.

Consideration of and Possible Acceptance of the Non-Contractual Positions Hiring Report as Written

Patti Hanssard moved the Board of Trustees accept the Non-Contractual Positions Hiring Report as written. Dr. Bill McGarvey seconded the motion; all voted in approval.

Board Report

Melissa Skipworth shared that she has attended several COM events and is excited to see the campus come to life, as well as providing students with opportunities to connect with community leaders.

President's Report

Updates

Dr. Brewer shared that the inaugural Surgical Technology graduating cohort achieved a 100% first-time pass rate on the National Board of Surgical Technology and Surgical Assisting (NBSTSA) Certified Surgical Technologist (CST) Examination, marking an outstanding milestone for the program. Dr. Brewer thanked Dr. Rebecca Montz, Dean of Instruction, for her leadership, and Lydia Wardell, Program Coordinator, and Clevonna Agboyibor, Clinical Coordinator, for their hard work in making the Surgical Technology Program exceptionally strong.

COM National Night Out will be held on Oct. 6th from 5-7 p.m. in Parking Lot C in conjunction with the Galveston County Sheriff's Office.

Community Engagement Report

Dr. Brewer highlighted several community events hosted by COM, including the Pastor Partnership Tour, the Quarterly Chiefs' Meeting with Galveston County law enforcement agencies, and the Hispanic Leaders Invitational.

COM leadership attended Santa Fe Chamber's Public Servant Appreciation Lunch and Galveston Regional Chamber's 19th Annual Women's Conference, where Dr. Brewer received the 2026 Woman of the Year award.

Dr. Brewer served as a panelist at Texas City-La Marque Chamber's State of Education Luncheon and League City Regional Chamber's State of Higher Education Luncheon.

Dr. Brewer, along with representatives from LAN, CannonDesign, and Clearly Zimmerman Engineers, presented a session at the Texas College & University Facilities (TCUF) Professionals Conference.

Texas New Mexico Power donated \$7,500 to the COM Market, while House of Hope Church Texas donated \$5,000 to support the Student Emergency Aid and Promise Programs.

COM leadership attended the Galveston County Sheriff's Office Commissioners Court meeting this morning, where the interlocal agreement was approved. Attendees expressed their enthusiasm for the partnership with COM.

Survey of Entering Student Engagement (SENSE) & Community College Survey of Student Engagement (CCSSE) Report

Michelle Brezina, Vice President for Student Affairs and Enrollment Management, presented the SENSE results across six benchmarks: Early Connections, High Expectations and Aspirations, Clear Academic Plan and Pathway, Effective Track to College Readiness, Engaged Learning, and Academic and Social Support Network.

SENSE is administered within first few weeks of the fall semester.

Dr. Heather Rhodes, Vice President for Academic Affairs, presented the CCSSE results across five benchmarks: Active and Collaborative Learning, Student Effort, Academic Challenge, Student-Faculty Interaction and Support for Learners.

CCSSE is administered in the spring semester.

Gulf Copper Partnership Announcement

Diane Burkett, Vice President for Strategic Initiatives, briefed the Board regarding the partnership with Gulf Copper to offer two maritime programs, Marine Fabricator and Quality Assurance/Quality Control (QA/QC), through the Continuing Education department. These programs are 100% employer-funded training. The programs are designed to provide a pathway into COM credit programs, allowing students to continue their education and pursue an Associate of Applied Science (AAS) or bachelor's degree.

Robert Schwager with Gulf Copper shared the company's plans to expand its shipbuilding operations and discussed its partnership with COM.

A COM & Gulf Copper Joint Announcement and Partner Signing event will be held on Oct. 5th at 12:30 p.m. in the Corporate and Training Center.

Don Gartman, Dr. McGarvey, and Melissa Skipworth voiced their support for the Gulf Copper and COM partnership and recognized the College's efforts to identify opportunities for collaboration.

Reminders/Announcements

Board Meetings

October 2026 – Monday, October 26, 2026

December 2026 – Monday, December 7, 2026

January 2027 – Monday, January 25, 2027

Special Called BOT Meeting - Thursday, November 12, 2026, 4:30 p.m.

Holiday Reception - Tuesday, December 1, 2026, 3-5 p.m., Student Center

December Graduation - Saturday, December 5, 2026, Abundant Life Christian Center

Resignations and Retirement Report – included in board packet.

Miscellaneous

Adjournment at 3:08 p.m.

A handwritten signature in blue ink, appearing to read 'K. Dickson', written over a horizontal line.

Kyle Dickson

Vice Chair, Board of Trustees

A handwritten signature in blue ink, appearing to read 'Melissa Skipworth', written over a horizontal line.

Melissa Skipworth

Chair, Board of Trustees

Comments from the Community

A citizen desiring to appear before the Board of Trustees shall complete a Public Comment Request Form indicating the topic about which they wish to speak which shall be filed with the Board Clerk ten (10) minutes prior to the start of the meeting. Time allotted each citizen or organization shall be limited to five minutes. The total time for hearing of citizens shall be no more than 60 minutes at any one meeting. Presentation of matters concerning a complaint or charge against a College District employee or officer will be heard in closed session unless the individual who is the subject of the charge or complaint requests a public hearing.

We appreciate your concerns. If the matter(s) you raise are not included on the board agenda, state law, specifically the Texas Open Meetings Act, prohibits the Board from discussing, commenting on or taking action on these issues at this board meeting. Thank you.



PRESIDENT'S OFFICE

Constituents Leader Activity Reports

- A. Faculty Senate – Mike Bell, President
- B. Professional Council – Dr. Shani Johnson, President
- C. Classified Council – Sonia Kukuch, President
- D. Student Government Association (SGA) – Abrielle Serona, President



Limited Tax General Obligation and Refunding Bonds, Series 2026

Clarence Grier
RBC Capital Markets



Presentation by Minto Communities: Latitude Margaritaville



Program Spotlight - Surgical Technology

Lydia Wardell, Surgical Technology Program Coordinator



Student Spotlight

Yuliana Rocha, Surgical Technology



MINUTE ORDER

To: Board of Trustees

From: Dr. Helen Brewer, President

Date: October 26, 2026

Subject: Increase to Contract 23-36 with Cannon Design – Furniture Design Studio

AGENDA ITEM DESCRIPTION

Increase Contract 23-36 with Cannon Design – Furniture Design Studio for furniture planning services for the new Cosmetology and Culinary Center Project.

PURPOSE

Provide furniture planning services for the new Cosmetology and Culinary Center project.

BACKGROUND

The College of the Mainland Board of Trustees previously approved Contract 23-36 with Cannon Design – Furniture Design Studio to provide furniture planning services for all projects included in the 2023 Bond Program.

In June 2026, the College expanded the 2023 Bond Program using savings generated from other bond projects. This additional scope includes the renovation and expansion of the existing Public Safety Careers (PSC) Building to create the new Cosmetology and Culinary Center (CCC). Furniture planning services for the CCC project were not included in the original contract with Cannon Design – Furniture Design Studio. To provide these additional services, Contract 23-36 must be increased by an amount not to exceed **\$52,500.00, plus reimbursables**. The original contract amount of **\$520,000.00** will increase to a revised contract amount of **\$572,500.00**.

FUNDING SOURCE

2023 Bond Funds

PROPOSED MOTION

"I move the Board of Trustees approve the increase to Contract 23-36 to Cannon Design – Furniture Design Studio for furniture planning services for the new Cosmetology and Culinary Center Project in the amount of \$52,500, plus reimbursables, for a not-to-exceed amount of \$572,500.00."

ATTACHMENT(S)

1. Proposal from Cannon Design – Furniture Design Studio
2. LAN Cover Letter



To: Dr. Helen Brewer, President, College of the Mainland (COM)

From: Lockwood, Andrews & Newnam (LAN)

Date: October 5, 2026

Re: Increase to Contract 23-36 with Cannon Design – Furniture Design Studio

Background: The College of the Mainland Board of Trustees previously approved Contract 23-36 with Cannon Design – Furniture Design Studio to provide furniture planning services for all projects included in the 2023 Bond Program.

In June 2026, the College expanded the 2023 Bond Program using savings generated from other bond projects. This additional scope includes the renovation and expansion of the existing Public Safety Careers (PSC) Building to create the new Cosmetology and Culinary Center (CCC). Furniture planning services for the CCC project were not included in the original contract with Cannon Design – Furniture Design Studio. To provide these additional services, Contract 23-36 must be increased by an amount not to exceed **\$52,500.00**. The original contract amount of **\$520,000.00** will increase to a revised contract amount of **\$572,500.00**.

Recommendation: LAN recommends that the College of the Mainland Board of Trustees approve an increase to Contract 23-36 with Cannon Design – Furniture Design Studio in the amount of **\$52,500.00** for furniture planning services associated with the Cosmetology and Culinary Center project, resulting in a revised contract amount of **\$572,500.00**.

A handwritten signature in blue ink that reads "C.W. Scheibe".

C.W. Scheibe, CCM, PMP
Program Manager, LAN
cwscheibe@lan-inc.com
mobile: (972) 890-3002

October 15, 2026

Dr. Helen Castellanos Brewer
President
College of the Mainland

College of the Mainland
1200 Amburn Road
Texas City, TX 77591

Dear Dr. Brewer,

CannonDesign is pleased to present this proposal to provide Furniture Planning Services required for the College of the Mainland. This letter outlines our understanding of the project, the scope for professional design services, the project schedule, assumptions, exclusions, and fee. We look forward with great enthusiasm to continuing to work with your team on this exciting project.

Project Understanding

The following represents CannonDesign's understanding of the project:

College of the Mainland (COM) has requested furniture planning services for the addition and renovation of the existing PSC which will be renamed the Cosmetology & Culinary Center (CCC) upon completion. The project scope will be roughly 31,000 square feet and will include program confirmation, specification development, furniture specification package, furniture bidding management, order tracking, installation management and project closeout. The project is expected to complete in July of 2027 with classes starting in August 2027.

FURNITURE SCOPE OF SERVICES

Furniture Program Confirmation Phase

The Furniture Program Confirmation phase will clarify quantities for each space as well as the functional requirements for each product type.

User Group Furniture Meeting This is the only time we meet with User Groups.

Attendees: LAN, User Group representative, Purchasing, Facilities Management

One (1) 1-hour virtual meeting per Department

Review furniture plans per department to present quantities, locations, and products for furniture in each department.

Discuss required specialty product requirements.

Obtain written approval on all floor plans per department.

Area types to be reviewed are as follows:

Esthetician Practice Room	Cosmetology Client	Shampoo Room
Barber Client	Storage Room	File Room
Private Office	Cosmetology Lab	Student Break Are
Staff Break Room	Lecture Room	Conference Room
Dining Room	Work Room	Computer Lab
Demonstration Kitchen	Reception	Waiting
Quiet Room		

Furniture Specification Development Phase

Furniture Specification Development will result in specific product selection for each product type as well as the furniture finishes, including upholstery.

Design Alignment Meeting with Interior Design firm

Attendees: Interior Designer(s) from RDLR

One (1) 1-hour in-person meeting

Review plans and potential furniture selections

Review direction for furniture finishes

Specification Development Furniture Meeting

Attendees: Furniture Design Task Force, LAN, Purchasing, Facilities Management

One (1) 1-hour in-person meeting

Review cost estimate

Review revised furniture plans; confirm furniture pieces to be used in each area

Present up to (2) furniture finishes and upholstery palettes; presented in concert with interior finishes.

Obtain written approval on furniture finishes and upholstery selections.

Specification Development Furniture Meeting, Continued, *if required*

Attendees: Furniture Design Task Force, LAN, Purchasing, Facilities Management,

One (1) 1-hour meeting

Present any furniture finishes not decided in Furniture Meeting #1.

Obtain written approval on furniture finishes and upholstery selections.

Specification Development Furniture Meeting, Continued, *if required*

Attendees: LAN, and Dr. Brewer

One (1) hour in-person meeting

Present selected furniture products and furniture finishes for approval

****CANNONDESIGN CREATES FURNITURE SPECIFICATION PACKAGE AFTER WE
HAVE WRITTEN APPROVAL FOR ALL REQUIRED FURNITURE****

Furniture Specification Package Phase

The Furniture Specification Package Phase results in a furniture specification package that can be used for the furniture procurement process. The package will include a specification sheet for each piece of furniture as well as a coordinating tagged furniture plan.

- Maximum forty-five (45) specifications; Specification sheets to include:

Product type	Manufacturer name	Product series
Base product number	General description	Dimensions
Finishes	Product code	

- Review final MEP plans and confirm furniture does not conflict with device locations.

Furniture Specification Package Review

Attendees: LAN, Purchasing, Facilities Management

One (1) 1-hour virtual meeting

Page-turn of the Furniture Specification Package

Furniture Bidding/Quote Request Phase

During the Furniture Bidding/Quote Request Phase CannonDesign will support the College of the Mainland procurement department in a closed bidding process.

- Produce Request for Proposal for Furniture Procurement Services
- Provide answers to questions from Bidders
- Provide addenda to the Owner as needed
- Maximum of four (4) sub-packages and (4) bidders

Pre-Bid Furniture Meeting

Attendees: LAN, Potential Bidders

One (1) 1-hour virtual meeting

Review RFP requirements and answer questions from potential bidders

Furniture RFP Submissions Review

Attendees: LAN, Purchasing, Facilities Management

One (1) 1-hour virtual meeting
Bid summary review

Contract Administration Phase & Closeout:

During this phase CannonDesign will complete a punch walk and issue the punch list to the Owner and the furniture dealer(s).

Pre-Installation Furniture Meeting

Attendees: LAN, Facilities Management, GC, furniture dealer(s)

One (1) 1-hour in-person meeting
Discuss installation details

Deliverables

- PDFs of meeting presentations with captured meeting notes included.
- Preliminary furniture floor plans to identify quantity and space layouts.
- Preliminary project timeline for furniture planning, design, procurement, and installation in coordination with construction timeline.
- Preliminary cost estimate based on selected products and potential products.
- Furniture plans with generic tags coordinating with baseline specifications.
- Updated furniture scope project timeline including construction milestones.
- Physical loose samples of recommended furniture upholstery and finishes.
- Draft Furniture Specifications Package
- Final Furniture Specification Package
- Draft Furniture RFP
- Final Furniture RFP
- Order tracking log
- Furniture Punch List
- Electronic As-Built Furniture Specification Binder (No upholstery or finish samples)

ASSUMPTIONS/SPECIAL NOTES

- All furniture will be new.
- Furniture items in Revit model are placeholders and are not the exact pieces being presented.
- Furniture products and furniture finishes to be based on previously developed campus standards to the extent possible.
- Owner's Furniture Budget at the time of proposal is: TBD
- Maximum of forty-five (45) individual specifications.
- Maximum of four (4) bid sub-packages, allocated by manufacturer, to be distributed to up to four (4) bidders/Furniture Dealers.
- Furniture installation is based on installation beginning when the site has reached 'Final completion' complete with architectural punch resolution.
- Cost estimate created using current manufacturer pricing assuming mid-range finish levels if finishes have not yet been selected
- Maximum of two (2) quote reviews per order.
- Estimated escalation will be added to cost estimates, as required.
- Punch walk for general adherence to furniture specifications and layouts.

EXCLUSIONS

- Coordination and/or hosting of furniture evaluation/mockups or samples for testing
- Invoice review and approval
- Coordination of User training sessions for installed furniture
- Physical specification package binder with physical samples of finishes
- Choreography of existing furniture for reuse
- Review of alternates or substitutions during RFP or quote request
- Showroom visits
- Punch list resolution

ADDITIONAL SERVICES ARE AVAILABLE FOR THE FOLLOWING:

- Existing inventory or move management tracking during any phased construction.
- Display boards to show examples of each item and finish.
- Furniture mock-up or evaluation event
- Closeout binder including as-built specifications and tagged plans as well as physical finish samples.

FEES & REIMBURSABLE EXPENSES

- CannonDesign will perform the Services described in this proposal for the following fee. CannonDesign will invoice monthly as a Fixed Fee on a “percentage complete” basis and recognize revenue on a percent completion basis.
- The fixed fee for CannonDesign Furniture Planning Services – SD through Closeout is **\$52,500**, are summarized as follows:

Program Confirmation	15%	\$7,875
Furniture Specification Development	25%	\$13,125
Furniture Specification Package	20%	\$10,500
Furniture Bidding/Quote Request	15%	\$7,875
Furniture Contract Administration & Closeout	25%	\$13,125
Total Fee		\$52,500

- Reimbursables not to exceed \$100.

Sincerely,



Shelby B. Papp
Associate Vice President



MINUTE ORDER

To: Board of Trustees

From: Dr. Helen Brewer, President

Date: October 26, 2026

Subject: Contract 23-53 for the Cosmetology and Culinary Center (CCC) Project
Guaranteed Maximum Price (GMP) No. 1 – Interior Demolition

AGENDA ITEM DESCRIPTION

Approval of GMP # 1 to contract 23-53: Construction Manager at Risk (CMAR) Services for the Cosmetology and Culinary Center (CCC) Project

PURPOSE

To authorize Tellepsen Builders to proceed with the interior demolition scope of the Cosmetology and Culinary Center project.

BACKGROUND

On March 30, 2026, the Board of Trustees approved Tellepsen Builders as the CMAR for the CCC Project. To support the accelerated project schedule and achieve the targeted Substantial Completion date of December 2027, the project is being procured through three (3) Guaranteed Maximum Price (GMP) packages. GMP No. 1 includes the interior demolition of the existing Public Safety Careers (PSC) Building, which will be renovated and repurposed as the future Cosmetology and Culinary Center. Tellepsen Builders has submitted GMP No. 1 in the amount of \$442,100.00 for the interior demolition scope. Approval of this GMP will allow demolition activities to begin while design development of subsequent construction packages continues.

FUNDING SOURCE

2023 Bond Funds

PROPOSED MOTION

"I move that the Board of Trustees approve GMP Amendment No. 1 to Contract 23-53 with Tellepsen Builders for the interior demolition scope of the Cosmetology and Culinary Center Project in an amount not to exceed \$442,100.00."

ATTACHMENT(S)

1. LAN Cover Letter
2. GMP Amendment Proposal Summary from Tellepsen Builders, dated October 13, 2026



To: Dr. Helen Brewer, President, College of the Mainland (COM)

From: Lockwood, Andrews & Newnam (LAN)

Date: October 13, 2026

Re: Approval of Guaranteed Maximum Price (GMP) No. 1, Amendment No. 1 for the Cosmetology and Culinary Center (CCC) Project – Interior Demolition

Background: At its March 30, 2026 meeting, the Board of Trustees approved Tellepsen Builders as the Construction Manager-at-Risk (CMAR) for the Cosmetology and Culinary Center (CCC) project.

To support the accelerated schedule and achieve the targeted Substantial Completion date of December 2027, the project is being procured through three Guaranteed Maximum Price (GMP) packages, as summarized below:

GMP	Scope	Anticipated Board Approval	Cost
GMP No. 1	Interior Demolition	October 2026	\$442,100.00
GMP No. 2	Foundations, Site Work, Structural Systems, Underground Utilities, and Mechanical Equipment Procurement	November 12, 2026 (Special Called Board Meeting)	TBD
GMP No. 3	Building Shell and Interior Buildout	January 2027	TBD

Recommendation: LAN recommends Board approval of GMP # 1 for the Cosmetology and Culinary Center, Interior Demolition scope.

A handwritten signature in blue ink that reads "C.W. Scheibe".

C.W. Scheibe, CCM, PMP

Program Manager, LAN

cwscheibe@lan-inc.com

mobile: (972) 890.3002

October 13, 2026

Total Building Area (SF): 11,220

DESCRIPTION		UNIT	TOTAL
01 00 00 General Requirements		\$2.71	\$30,420
02 00 00 Existing Conditions		\$6.27	\$70,343
22 00 00 Plumbing		\$0.65	\$7,250
26 00 00 Electrical		\$0.09	\$1,000
Base Estimate Direct Cost		\$9.72	\$109,013
COH Permit and Plan Fee		\$0.06	\$720
Performance Bond	1.70%	\$0.67	\$7,516
Builders Risk	0.65%	\$0.26	\$2,874
General Liability Insurance	0.80%	\$0.32	\$3,537
Subcontractor Default Insurance	1.50%	\$0.15	\$1,635
Warranty Allowance	0.10%	\$0.04	\$442
AGC Services	0.10%	\$0.04	\$442
Contractor's Contingency		\$0.89	\$10,000
Plan Development Contingency	2.00%	\$0.22	\$2,524
Fee	2.45%	\$0.30	\$3,398
General Conditions		\$26.74	\$300,000
Base Estimate Indirect Cost		\$29.69	\$333,087
Base Estimate Total Cost		\$39.40	\$442,100

October 13, 2026

Total Building Area (SF): 11,220

DESCRIPTION	QUANTITY	UNIT	TOTAL
01 00 00 General Requirements			
01 50 00 Temporary Facilities and Controls			
01 52 00 Construction Facilities			
010000.0193 Temp Fencing	1,690.00	lf	\$30,420
TOTAL: 01 52 00 Construction Facilities			\$30,420
TOTAL: 01 50 00 Temporary Facilities and Controls			\$30,420
TOTAL: 01 00 00 General Requirements			\$30,420
02 00 00 Existing Conditions			
02 00 00 Existing Conditions			
02 40 10 Demolition Subcontractor			
024100.0100 Demolition Sub	11,220.00	sf	\$70,343
TOTAL: 02 40 10 Demolition Subcontractor			\$70,343
TOTAL: 02 00 00 Existing Conditions			\$70,343
TOTAL: 02 00 00 Existing Conditions			\$70,343
22 00 00 Plumbing			
22 00 00 Plumbing			
22 00 10 Plumbing Subcontractor			
220523.0090 Add Hose Bib	1.00	ls	\$2,500
220523.0090 Plumbing Subcontractor	1.00	ls	\$4,750
TOTAL: 22 00 10 Plumbing Subcontractor			\$7,250
TOTAL: 22 00 00 Plumbing			\$7,250
TOTAL: 22 00 00 Plumbing			\$7,250
26 00 00 Electrical			
26 00 00 Electrical			
26 00 00 Electrical Subcontractor			
260000.0100 Electrical Subcontractor	1.00	ls	\$1,000
TOTAL: 26 00 00 Electrical Subcontractor			\$1,000
TOTAL: 26 00 00 Electrical			\$1,000
TOTAL: 26 00 00 Electrical			\$1,000



MINUTE ORDER

To: Board of Trustees

From: Dr. Helen Brewer, President

Date: October 26, 2026

Subject: Approval of contract 27-13: Gaumard Scientific AI Manikins

AGENDA ITEM DESCRIPTION

Approval of Contract 27-13 for Gaumard Scientific AI Manikins in the amount of \$374,611.96.

PURPOSE

To provide students with high-fidelity simulation experiences that enhance clinical decision-making, critical thinking, patient assessment, and workforce readiness.

BACKGROUND

The requested Gaumard Scientific AI-enabled Simulation Manikins were specifically identified in the JET Grant application, budget, and project narrative that were submitted and approved for funding. The grant award was based on the equipment proposed within that application. The features, educational scenarios, and proprietary technology are unique to the products included in the grant proposal. Acquiring the equipment identified in the approved grant application supports compliance with the grant objectives and ensures the project delivers the educational and workforce outcomes outlined in the funded proposal. Gaumard Scientific is an approved and awarded vendor under the BuyBoard contract. Therefore, the competitive bid requirements as stated in the Texas Education Code 44.031 have been met.

FUNDING SOURCE

JET Grant

PROPOSED MOTION

“I move the Board of Trustees approve award of Contract 27-13 to Gaumard Scientific for the purchase of AI Manikins in the amount of \$374,611.96 to be paid with Grant funds.

ATTACHMENT(S)

Gaumard Scientific quote
BuyBoard Contract



Gaumard®
Simulators for Health Care Education

Quotation

14700 SW 136th Street
Miami FL 33196
T: 305-971-3790 | F: 305-252-0755

Quote Number: 143527
Quote Date: 10/09/26

Page: 1 of 3
Contract# Buy Board Contract No.
804-26

Quoted To:

College Of The Mainland
1200 N Amburn Rd
Texas City TX 77591-2435
USA

Ship To:

College Of The Mainland
1200 N AMBURN RD Central Receiving, Bldg 22 - STEAM /A
Texas City TX 77591-2435
USA

Contact:

Rachel Fano

rfano@com.edu

Customer ID	Good Through	Shipping Method	Sales Representative
C100818	11/09/26	ABF Freight	Abigail Blake

Qty.	Item	Description	Unit Price	Amount
1	GP-S5301.008.D	HAL® S5301 - Advanced Interdisciplinary Patient Simulator Package with Bedside Virtual Monitor and GC 3Y S5301 Service Plan Continental US.	122,770.00	122,770.00
1	GP-S5301.007.L	HAL® S5301 - Advanced Interdisciplinary Patient Simulator Package with GC 3Y S5301 Service Plan Continental US	122,770.00	122,770.00
1	GP-S2225.047.M	Advanced Pediatric HAL® medium skin tone advanced five year old simulator, Bedside Virtual Monitor for Pediatric HAL®, One day Installation and In-Service	59,900.00	59,900.00
1	GP-S2400.013.M	SUSIE® S2400 – Comprehensive Patient Care Simulator Package (USA) with Bedside Virtual Monitor, Male Genitalia Kit, Medium, Surgical Trachea Kit, Medium, Modified Physio Defibrillation Snap Adapter, Simulated Blood Concentrate, Rectum Tank replacement for SUSIE® S2400 adult female advanced simulator, Sealed bags. And Adult Simulated Glucose Solution Kit consumable for HAL® advanced interdisciplinary patient simulator, Intestine Bag replacement for SUSIE® S2400 adult female advanced simulator, Central Venous Line Insert replacement part for SUSIE® S2400 medium skin tone adult female advanced simulator, Geriatric Face Skin accessory for SUSIE® S2400 medium skin tone adult female advanced simulator, includes: Medium skin geriatric face overlay and removable wig (grey), Amputation Stump Module accesory for SUSIE® S2400 medium skin tone adult female advanced simulator. Package includes lower right leg assembly with four interchangeable amputation stumps: post-operative,	54,761.25	54,761.25

Prices and taxes are subject to change without notice.

To gather information about the products quote we invite you to visit our website: <http://www.gaumard.com>

If you should have any questions, please feel free to contact your sales representative Abigail Blake at abigailr@gaumard.com

All sales are subject to Gaumard Scientific terms and conditions which can be viewed at <https://www.gaumard.com/sales-term-conditions>.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity and/or national origin, or for inquiring about, discussing, or disclosing information about compensation. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.



Gaumard®
Simulators for Health Care Education

Quotation

14700 SW 136th Street
Miami FL 33196
T: 305-971-3790 | F: 305-252-0755

Quote Number: 143527
Quote Date: 10/09/26

Page: 2 of 3
Contract# Buy Board Contract No.
804-26

Quoted To:

College Of The Mainland
1200 N Amburn Rd
Texas City TX 77591-2435
USA

Ship To:

College Of The Mainland
1200 N AMBURN RD Central Receiving, Bldg 22 - STEAM /A
Texas City TX 77591-2435
USA

Contact:

Rachel Fano

rfano@com.edu

Qty.	Item	Description	Unit Price	Amount
		healed, infected, gangrenous. With 2 consecutive installation days. With GC Plus 5 Year for S3000, S2000, S2101, S2400 or S574.100. Includes parts and labor for covered repairs; plan includes loaner service for repairs (if available); also includes annual PM service at Gaumard facility. Shipping to Gaumard facility is included for repair and PM services. All repairs include head to toe inspection and a supplementary PM service. Additional PM service not required if simulator repaired within 150 days of PM service due date. The standard support of 24 hour email; live Tech Support M-F 8am -5:30pm EST is included. All warranty work is guaranteed for term of the plan coverage. Gaumard will repair or replace product at its sole discretion. Access to continued product knowledge training (at Gaumard, or via webinars) is available for lifetime of plan coverage. Onsite repairs and or training is not covered by this plan, but is available for per occurrence additional fee. Onsite PM service is available for an additional fee per occurrence		

Prices and taxes are subject to change without notice.

To gather information about the products quote we invite you to visit our website: <http://www.gaumard.com>

If you should have any questions, please feel free to contact your sales representative Abigail Blake at abigailr@gaumard.com

All sales are subject to Gaumard Scientific terms and conditions which can be viewed at <https://www.gaumard.com/sales-term-conditions>.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity and/or national origin, or for inquiring about, discussing, or disclosing information about compensation. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.



Gaumard®
Simulators for Health Care Education

14700 SW 136th Street
Miami FL 33196
T: 305-971-3790 | F: 305-252-0755

Quotation

Quote Number: 143527
Quote Date: 10/09/26

Page: 3 of 3
Contract# Buy Board Contract No.
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Quoted To:

College Of The Mainland
1200 N Amburn Rd
Texas City TX 77591-2435
USA

Ship To:

College Of The Mainland
1200 N AMBURN RD Central Receiving, Bldg 22 - STEAM /A
Texas City TX 77591-2435
USA

Contact:

Rachel Fano

rfano@com.edu

Qty.	Item	Description	Unit Price	Amount
1	GP-S901.005.L	SUSIE® light skin tone adult female simulator OMNI 2 Ready with Bedside Virtual Monitor, Defibrillation-Pacing Snap, ECG Snap Option, and Modified Physio (Lifepack) Defibrillation Snaps	12,119.50	12,119.50
All Quotes are subject to credit approval			Subtotal	372,320.75
Customer must supply Sales Tax Exempt Certificate and W-9 with Purchase Order, if applicable			Est. Freight & Handling	2,291.21
If your shipping address differs from that of your billing address, please include the information with your order.			Est. Sales Tax	0.00
We impose a surcharge of 3% on the transaction amount on credit cards, which is not greater than our cost of acceptance. Payment options with no surcharge are also available.			Total US\$	374,611.96

NOTE TO CUSTOMER: THIS SHIPMENT WILL BE DELIVERED ON PALLET(S) VIA FORKLIFT BY A FREIGHT CARRIER. IF YOUR ORGANIZATION IS NOT EQUIPPED TO RECEIVE PALLETS, PLEASE NOTIFY US IMMEDIATELY.

Estimated shipping date: Approximately 10 to 12 weeks after receipt of order.
Shipment Via: ABF Freight

Gaumard Scientific is the sole source for this tetherless simulator(s).

For credit approval, please submit completed customer forms to GaumardCR@gaumard.com. Customer forms may be obtained by emailing a request to QuoteEmailGroup@gaumard.com.

Prices and taxes are subject to change without notice.

To gather information about the products quote we invite you to visit our website: <http://www.gaumard.com>

If you should have any questions, please feel free to contact your sales representative Abigail Blake at abigailr@gaumard.com

All sales are subject to Gaumard Scientific terms and conditions which can be viewed at <https://www.gaumard.com/sales-term-conditions>.

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Vendor Contract Information Summary

Vendor	Gaumard Scientific Company, Inc.
Contact	Ambar Ness
Phone	(305) 971-3790
Phone Extension	2197
Email	mabels@gaumard.com
Vendor Website	www.gaumard.com
TIN	59-1150440
Address Line 1	14700 SW 136th Street
Vendor City	Miami
Vendor Zip	33196
Vendor State	FL
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	Net 30
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Prepaid/Add to Invoice
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	All Texas Regions
States	All States
Contract Name	First Aid, Emergency Medical, and Athletic Trainer Supplies and Equipment
Contract No.	804-26
Effective	06/01/2026
Expiration	05/31/2029
Accepts RFQs	Yes
Quote Reference Number	Buy Board Contract No. 804-26
Return Policy	Please see attachment



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees

From: Dr. Helen Brewer, President

Date: October 26, 2026

Subject: Increase to Contract 18-24: Success Management Software Navigate 360 CRM Component

AGENDA ITEM DESCRIPTION

Consider approval to increase Contract 18-24 for an additional \$89,412.00 to purchase the Advanced AI Capabilities - Navigate360 component to the current Customer Relationship Management (CRM) software contract awarded to EAB.

PURPOSE

Support enrollment success by utilizing Advanced AI Capabilities - Navigate 360 component for added functionality offered under the current CRM software platform.

BACKGROUND

On June 25, 2018, the Board approved the subject contract award to EAB for Student Success Management Software (CRM) in an amount not-to-exceed \$380,208.10 for an initial contract term of five (5) years. The CRM platform suite consists of several components including Academic Planning, Academic Planning Registration, Intelligence, Milestone Guidance and Student Success Collaborative. Each individual component was added during various intervals of the initial contract period. On December 6, 2022, the Board approved the recommendation to co-term all modules to align contract renewal periods with the start and end of the fiscal year budget cycle and extend the contract through August 31, 2028 for a revised contract amount of \$565,831.00. The proposed component adds Advanced AI - Navigate 360 for Enrollment Success as an additional component under the Master Agreement suite for an additional \$89,412.00 in support of COM undergraduate students. The program terms align with the College's existing EAB agreement for a revised total contract value not-to-exceed \$655,243.00 through August 31, 2028.

FUNDING SOURCE

Fund Balance Project ID: 2027-11

PROPOSED MOTION

"I move that the Board of Trustees approve an increase to Contract 18-24 with EAB Global, Inc. for the purchase of Advanced AI - Navigate 360 in the amount of \$89,412.00 for a revised total contract amount not-to-exceed \$655,243.00 through August 31, 2028."

ATTACHMENT(S)

EAB Global, Inc. Program Order Form (Proposal Q-465482), dated 10/15/2026



EAB Global, Inc.
2445 M Street NW
Washington, DC 20037

Program Order Form

Organization: College of the Mainland

Date: 10/15/2026

Attn: Mrs. Deborah Fregia
3125 Bay Spring Dr
Texas City, TX null

Program and Program Fees:

Organization will have access to the Program services set forth below (the “Services”), which are as described in greater detail in each applicable Program Scope available here:

Navigate - <https://scopes.eab.com/navigate>

During the Program Term, the Services will be delivered in all material respects as described in each applicable Program Scope.

Program Term: October 30, 2026 - August 31, 2027		Quantity		Fees	
Advanced AI Capabilities (fees: scopes.eab.com/aipricing)					
Navigate360	6,409 Undergraduate	6,409 Total Students	USD	32,672.00	
Navigate360 for Enrollment Success CRM					
Travel and Digital Services Fee			USD	0.00	
Total			USD	32,672.00	

Program Term: September 1, 2027 - August 31, 2028		Quantity		Fees	
Advanced AI Capabilities (fees: scopes.eab.com/aipricing)					
Navigate360	6,409 Undergraduate	6,409 Total Students	USD	41,740.00	
Navigate360 for Enrollment Success CRM					
Travel and Digital Services Fee			USD	0.00	
Total			USD	41,740.00	

One Time Fee:

Program Term: October 30, 2026 - August 31, 2027		Fees
Navigate360		
Implementation Fee	USD	15,000.00
Total	USD	15,000.00

The fees offered in this Program Order Form are based on the Program(s) above and any other existing Programs you may have purchased from us. In the event you terminate or discontinue any Program, including any Program in this Program Order Form, prior to the expiration of its Program

Term, the Fees may be subject to increase. Any Fees, unless denoted as one-time, reflect the annual price for each year of the Program Term or any portion thereof (each, a "Year").

This Program Order Form is made pursuant to the Master Agreement dated as of 3/30/2021, which along with the applicable Program Scope which are incorporated herein by reference, form the entire agreement between the parties with respect to the Programs (and together with any other applicable agreements or supplements, the "Agreement").

Invoicing:

Services will commence on the initial date of the first Program Term (the "Start Date"). Organization will be invoiced in advance of Services and payment is due within 30 days of the invoice date. Any One-Time Fees will be invoiced at 100% with the Program Fees on the initial invoice of each Year of this Agreement as outlined below.

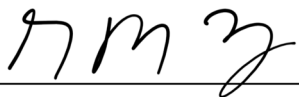
All Program Fees for the first Year will be billed and due within 30 days of the signature of this Agreement or Start Date, whichever is later. In subsequent years, all Program Fees will be billed and due on or before the start of each Year.

Each party represents and warrants to the other that the individual signing below on its behalf is authorized to enter into this Agreement and bind such party. The parties agree and acknowledge that any purchase order or other document subsequently provided by Organization with respect to the Programs above that contain additional, conflicting, or different term and condition or otherwise would amend, modify, or supplement this Agreement are unenforceable and shall be deemed null and void.

Please sign this Program Order Form and return it to Trina Jeffer tjeffer@eab.com to initiate your participation in the Program(s) **no later than** 11/10/2026 (after which fees and terms set forth above are subject to change).

EAB Global, Inc.

Signature: _____



Name: Gregory Quantz

Title: Managing Director

Date: 10/15/2026

College of the Mainland

Signature: _____

Name: _____

Title: _____

Date: _____

OPTIONAL FOR BILLING PURPOSES ONLY

If your Organization maintains a valid sales tax exemption certificate, please provide a copy to EAB's Tax Team for review at tax@eab.com.

Invoices should be sent to this Email Address: _____

Billing Contact Name: _____

Billing Contact Email Address: _____

Billing Contact Phone: _____

Purchase Order No. (if applicable): _____



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees

From: Dr. Helen Brewer, President

Date: October 26, 2026

Subject: Extension of Contract 27-14: Student Refund Management Services

AGENDA ITEM DESCRIPTION

Consider approval of extension to Contract 27-14: Student Refund Management Services with BM Technologies (BMTX) in the amount of \$19,800.

PURPOSE

Provide a refund management tool to ensure the delivery of financial aid credit balances, tuition over-payments, and other student refunds processed by the Financial Aid and Accounts Receivable departments.

BACKGROUND

On June 1, 2012, the Board of Trustees approved the award of a contract to BM Technologies in an amount not-to-exceed \$100,000 for an initial contract term of five (5) years for student refund management. The services launched September 1, 2012 through October 1, 2017, with three (3) renewal options for additional 3-year periods. The contract has reached the end of the final renewal option as of October 1, 2026.

Given the College's current student refund management needs, the Business Office recommends a one (1) year extension to the subject contract to ensure continuity of student refund management and disbursement services while the College continues to assess its long-term service needs and research options for continued services that may be needed beyond the end of the extended term. The one (1) year contract extension as proposed is not-to-exceed \$19,800.

FUNDING SOURCE

Operating Budget

PROPOSED MOTION

"I move the Board of Trustees approve a one (1) year extension to contract 27-14 for Student Refund Management Services with BM Technologies (BMTX) for a total not-to-exceed amount of \$19,800 to be paid from the Operating Budget.

ATTACHMENT(S)

BM Technologies Amendment Renewal

AMENDMENT TO SERVICES AGREEMENT

THIS AMENDMENT TO SERVICES AGREEMENT (this "Amendment") is entered into by and between BMTX, Inc., a Pennsylvania corporation (hereinafter, "BM Technologies") and **College of the Mainland** (the "Institution"). The effective date of this Amendment shall be the last date that a party hereto executes and delivers this Amendment (such date, the "Amendment Effective Date").

RECITALS:

WHEREAS, BM Technologies and the Institution are parties to that certain Services Agreement with an Effective Date of **June 1, 2012** (together with all amendments thereto, the "Agreement");

WHEREAS, the parties desire to extend the term of the Agreement;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, BM Technologies and the Institution hereby agree as follows:

1. The current term of the Agreement ending on October 1, 2026, shall be extended an additional one-year through October 1, 2027. Thereafter, the Agreement may renew upon signed mutual agreement.
2. The notice address for BM Technologies under the Agreement is hereby changed to:

BMTX, Inc.
171 N Winstead Ave
Rocky Mount, NC 27804
Attn: Contract Administrator
Email: contracts@firstcarolinabank.com

All other terms and conditions of the Agreement shall remain in full force and effect. In the event the terms of this Amendment conflict with the terms of the Agreement, the terms of this Amendment shall govern. For the avoidance of doubt, capitalized terms used herein and not otherwise defined shall have the meanings assigned to them in the Agreement.

IN WITNESS WHEREOF, the Institution and BM Technologies have caused this Amendment to be executed by their duly authorized representative effective as of the Amendment Effective Date.

BMTX, INC.,
a wholly owned subsidiary of BM Technologies, Inc.

INSTITUTION

By: Brian Suponcic
Name: Brian Suponcic
Title: Senior Managing Director – Higher Education
Date: 9-30-2026

By: _____
Name: _____
Title: _____
Date: _____



MINUTE ORDER

To: Board of Trustees

From: Dr. Helen Brewer, President

Date: October 26, 2026

Subject: Monthly Investment & Financial Reports

AGENDA ITEM DESCRIPTION:

Consideration of and possible acceptance of the September 2026 Investment and Financial Reports.

PURPOSE:

To report to the Board of Trustees the year-to-date revenues and expenses for the college, comparison of revenues and expenses to budget, and the college's current cash balance.

BACKGROUND:

The investment officer shall prepare and submit to the Board a written report of investment transactions for all funds covered by the PFIA under Education Code 51.0032 and Government Code 2256.023.

In accordance with COM policy CDA (LOCAL) – Periodic financial reports shall be submitted to the Board outlining the progress of the budget to that date and reporting on the status of all District funds and District accounts.

FUNDING SOURCE:

N/A

PROPOSED MOTION:

Suggested motion: "I move the Board of Trustees accept the September 2026 Investment Report and Financial Reports."

ATTACHMENT(S):

1. September 2026 Investment Discussion & Report
2. September 2026 Revenue & Expense Summary
3. September 2026 Expense by Division Report



INVESTMENT REPORT
For the Month Ended September 2026

Investment discussion:

For the month of September, College of the Mainland earned \$185,958 in investment interest from its short-term investments in TexPool and Logic. Total investment interest income for the fiscal year to date through September was \$185,958, reflecting the following earnings:

- TexPool: \$101,984
- Logic: \$83,974
- Total Interest Earned: \$185,958

Investments in the TexPool & Logic investment pools remain more profitable than the fixed rate certificate of deposits purchased at our depository bank. In addition, the investment pool provides more efficient liquidity than certificates of deposit, which are restricted to specific term lengths. Therefore, all investment funds remain in TexPool, Logic and interest earning checking accounts.

Investment Compliance Statement:

We provide reasonable assurance that the attached listing constitutes all investments currently owned by the College of the Mainland District as of the date indicated and that all these investments and investing procedures conform to the “Public Funds Investment Act” as amended by House Bill 2459 of the 74th Texas Legislature.

Furthermore, these same investments are in compliance with College of the Mainland’s investment policy and strategy as adopted by the College of the Mainland’s Board of Trustees.

A handwritten signature in blue ink, reading 'Belinda Aaron', positioned above a horizontal line.

Dr. Belinda Aaron
Interim Vice President of Fiscal Affairs
College of the Mainland

A handwritten signature in blue ink, reading 'Freda Davis', positioned above a horizontal line.

Freda Davis
Controller
College of the Mainland



TexPool Investments for September 2026

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
Operating	11	34,557,515.40	-	3,400,000.00	101,983.80	31,259,499.20	33,020,914.86	3.830%
Totals		34,557,515.40	-	3,400,000.00	101,983.80	31,259,499.20	33,020,914.86	

Note: For the above listed investments in TexPool, book value is equivalent to market value.
There was no accrued interest as of September 2026

Logic (Hilltop Securities) Investments for September 2026

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
COM Bond 2020	45	66,096.85	-	-	211.47	66,308.32	66,096.85	3.892%
COM Pre Bond 2023	46	29,564,491.61	-	5,061,687.18	83,762.59	24,586,567.02	26,206,220.89	3.892%
Totals		29,630,588.46	-	5,061,687.18	83,974.06	24,652,875.34	26,272,317.74	
Totals		64,188,103.86	-	8,461,687.18	185,957.86	55,912,374.54	59,293,232.60	

September 2026 - Expense by Division Report

Unrestricted Fund (Unaudited)

<u>Current Actual</u>	<u>2026-27 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
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Expense by Division

Summary for President

Board of Trustees	345	19,700	19,355	2%	4,837	(4,492)
Campus Police	78,512	871,320	792,808	9%	86,542	(8,030)
COM Foundation	9,026	120,220	111,193	8%	356	8,670
EVP-Academic & Student	0	0	0	0%	8,398	(8,398)
General Counsel	30,452	347,986	317,534	9%	39,919	(9,467)
General Institution	57,594	388,340	330,746	15%	36,579	21,015
Information Technology Serv	241,610	2,632,420	2,390,810	9%	639,290	(397,679)
Institutional Advancement	48,310	535,432	487,122	9%	66,535	(18,225)
Internal Audit	0	150,000	150,000	0%	0	0
Presidents Office	49,553	743,048	693,495	7%	55,583	(6,030)
Self Study SACS	0	13,233	13,233	0%	12,173	(12,173)
<u>Totals for President</u>	<u>515,403</u>	<u>5,821,700</u>	<u>5,306,297</u>	<u>9%</u>	<u>950,212</u>	<u>(434,809)</u>

Summary for VP Academic Affairs

September 2026 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2026-27 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Academic Planning & Innovation	0	124,489	124,489	0%	0	0
Accounting-Credit	12,081	65,710	53,630	18%	11,835	246
Adult Education	9,632	150,633	141,002	6%	13,759	(4,128)
Allied Health	703	9,136	8,433	8%	703	0
Art	28,884	252,689	223,805	11%	26,328	2,556
Art Gallery	2,979	4,760	1,781	63%	2,892	87
Biol & Nutrition	112,261	903,701	791,440	12%	93,844	18,417
C.I.D.T. Admin	708	70,838	70,129	1%	6,658	(5,950)
C.I.S.	9,917	71,933	62,016	14%	9,045	872
Chemistry	23,840	161,468	137,628	15%	19,891	3,950
Cosmetology	74,802	529,404	454,602	14%	63,643	11,159
CPR	0	0	0	0%	1,986	(1,986)
Criminal Justice	139,487	1,627,621	1,488,134	9%	120,415	19,072
Culinary Arts	20,704	126,374	105,670	16%	14,697	6,007
Dean of General Education	20,486	216,552	196,066	9%	19,520	967
Dean of Instruction Workforce	21,058	219,302	198,245	10%	20,144	913
Dental Hygiene	53,066	405,776	352,710	13%	46,998	6,068
Distance Ed	206,030	417,288	211,258	49%	50,813	155,217
Economics	9,834	78,046	68,211	13%	8,050	1,785
Education	7,339	88,984	81,644	8%	6,980	359
EMS-Credit	35,656	211,775	176,118	17%	53,745	(18,088)
Engineering	7,264	78,456	71,192	9%	5,109	2,154
English	80,892	939,637	858,745	9%	82,002	(1,109)
Fire Tech	60,496	182,613	122,116	33%	56,168	4,328
Firearms Acad	572	40,150	39,578	1%	0	572
Foreign Lang	9,155	71,945	62,790	13%	13,338	(4,184)
General Business-Credit	35,267	225,065	189,798	16%	32,826	2,441
Geology	8,282	83,594	75,312	10%	8,295	(13)

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2026-27 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Government	40,994	323,986	282,992	13%	36,684	4,309
Graphic Arts	16,010	126,323	110,312	13%	15,242	768
Health and PE Credit	15,445	137,665	122,220	11%	14,886	559
Health Info Mgmt	24,137	211,662	187,525	11%	17,287	6,850
Hist & Geog	30,328	316,814	286,486	10%	28,388	1,941
Humanities	3,513	363	(3,150)	968%	3,346	167
Humanities Admin	5,342	53,425	48,083	10%	4,627	715
Industrial Craft	0	0	0	0%	0	0
industrial Technology Admin	0	8,000	8,000	0%	0	0
Instructional Technology	31,281	321,197	289,916	10%	23,467	7,814
Law Enforcement	12,036	145,152	133,115	8%	19,195	(7,158)
Library	70,456	796,458	726,002	9%	143,267	(72,811)
Math	77,248	911,310	834,063	8%	76,494	753
Math Admin	5,800	56,505	50,705	10%	5,513	287
Medical Assistant	3,614	97,356	93,742	4%	9,930	(6,316)
Millwrt/Mach-NonCR	0	0	0	0%	0	0
Music	17,296	256,334	239,037	7%	14,035	3,261
Networking	10,334	57,349	47,015	18%	4,726	5,608
Nursing Admin	40,159	561,853	521,694	7%	38,740	1,420
Nursing-AD	0	0	0	0%	0	0
Nursing-VN	0	0	0	0%	0	0
Occupational Safety	8,391	106,698	98,307	8%	8,338	53
Perf & Visual Arts Admin	6,130	61,135	55,005	10%	5,935	195
Pharmacy Tech	12,080	90,000	77,921	13%	8,641	3,438
Philosophy	8,050	26,194	18,143	31%	7,554	496
Physics	10,190	81,875	71,685	12%	9,744	447
Pipefitting	0	0	0	0%	0	0
Process Technology	46,218	619,587	573,370	7%	37,764	8,454

September 2026 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2026-27 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Program Development	0	0	0	0%	0	0
Psychology	38,221	332,711	294,490	11%	27,963	10,258
Public Service Ed Admin	6,751	120,129	113,378	6%	6,724	27
QEP	0	0	0	0%	532	(532)
Radiography	34,571	200,073	165,502	17%	34,451	119
Science Admin	6,510	72,983	66,472	9%	5,857	653
Social Science Admin	8,116	73,874	65,758	11%	6,521	1,595
Sociology	7,856	71,951	64,095	11%	8,319	(463)
Speech	17,664	137,147	119,484	13%	15,885	1,779
Student Theater	24,757	394,051	369,294	6%	34,087	(9,331)
Surgical Technician	27,246	189,590	162,344	14%	9,424	17,822
Theater Arts-Credit	17,498	187,745	170,246	9%	12,578	4,921
VP Academic Affairs	32,446	3,161,408	3,128,963	1%	31,836	610
Welding	46,383	393,362	346,979	12%	49,166	(2,784)
Welding-NonCR	0	0	0	0%	0	0
<u>Totals for VP Academic Affairs</u>	<u>1,754,466</u>	<u>18,060,201</u>	<u>16,305,734</u>	<u>10%</u>	<u>1,566,833</u>	<u>187,633</u>
<u>Summary for VP Administrative Services</u>						
COM-League City	8,939	137,753	128,814	6%	5,285	3,654
Custodial Services	10,218	1,491,476	1,481,257	1%	10,600	(382)
Facilities	208,546	5,804,924	5,596,378	4%	174,748	33,798
Grounds	5,981	138,224	132,244	4%	6,252	(272)
Human Resources	63,942	801,246	737,304	8%	59,432	4,510
Utilities	(23,960)	1,280,000	1,303,960	-2%	135,377	(159,338)
Vehicle Operations	6,406	109,555	103,149	6%	9,787	(3,380)
VP Administrative Services	15,242	175,604	160,362	9%	14,611	631
<u>Totals for VP Administrative Services</u>	<u>295,313</u>	<u>9,938,783</u>	<u>9,643,469</u>	<u>3%</u>	<u>416,092</u>	<u>(120,779)</u>

Summary for VP Fiscal Affairs

September 2026 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2026-27 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Business Office	64,730	872,772	808,042	7%	72,669	(7,939)
Central Mail Delivery	10,970	130,852	119,881	8%	8,584	2,387
Maintenance	0	0	0	0%	0	0
Major Repairs	0	0	0	0%	0	0
OPEAR	43,033	586,021	542,988	7%	33,613	9,419
Purchasing	42,145	430,862	388,717	10%	32,105	10,040
Records Management	0	20,952	20,952	0%	0	0
Reimb from Other Funds	0	(309,649)	(309,649)	0%	0	0
Salary Savings	0	(2,080,647)	(2,080,647)	0%	0	0
Staff Benefits	18,504	6,111,029	6,092,524	0%	177,179	(158,675)
Tax Admin	0	591,000	591,000	0%	0	0
VP Fiscal Affairs	14,962	396,400	381,438	4%	37,033	(22,071)
<u>Totals for VP Fiscal Affairs</u>	<u>194,344</u>	<u>6,749,592</u>	<u>6,555,248</u>	<u>3%</u>	<u>361,183</u>	<u>(166,839)</u>
<u>Summary for VP Strategic Initiatives</u>						
Allied Health-NonCr	9,925	109,115	99,191	9%	9,367	558
Certified Nursing Assistant	151	11,111	10,960	1%	0	151
Continuing Education	24,974	501,167	476,193	5%	22,897	2,077
Dental Assistant-NonCr	0	5,756	5,756	0%	0	0
Industrial-NonCr	11,817	28,391	16,574	42%	16,384	(4,566)
Law Enforcemnt-NonCR	0	38,707	38,707	0%	797	(797)
Lifelong Learning	29,516	162,058	132,541	18%	29,340	176
Marketing and Communications	65,745	1,179,661	1,113,916	6%	159,432	(93,687)
Massage Therapy	0	5,240	5,240	0%	0	0
VP Strategic Initiatives	15,324	317,521	302,197	5%	0	15,324
<u>Totals for VP Strategic Initiatives</u>	<u>157,453</u>	<u>2,358,727</u>	<u>2,201,274</u>	<u>7%</u>	<u>238,216</u>	<u>(80,763)</u>
<u>Summary for VP Student Affairs</u>						
Admissions	42,354	399,351	356,997	11%	34,989	7,365

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2026-27 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Advisement Center	82,904	716,929	634,025	12%	64,733	18,171
Career Services	10,179	121,465	111,286	8%	9,662	517
Collegiate H.S.-CR	15,333	156,646	141,313	10%	14,601	732
Dean of Continuing Education	19,791	208,705	188,914	9%	18,905	886
Dean of Student Services	17,924	277,201	259,277	6%	4,492	13,432
Dean of Students	24,877	342,276	317,399	7%	23,342	1,536
Disability Services	3,486	45,051	41,565	8%	4,331	(845)
Dual Credit Dept	10,708	166,755	156,047	6%	10,250	458
Enrollment Management	37,895	699,721	661,826	5%	61,076	(23,182)
Facilities & Student Recreat	7,915	182,354	174,439	4%	4,191	3,724
Financial Aid	55,905	599,093	543,188	9%	73,351	(17,445)
Multicultural Department	450	32,500	32,050	1%	3,751	(3,301)
Office of Veterans Success	16,042	183,958	167,916	9%	17,179	(1,138)
Recruitment	27,144	286,557	259,413	9%	0	27,144
Student Graduation	4,260	79,450	75,190	5%	787	3,474
Student Help Center	5,214	40,031	34,818	13%	6,210	(996)
Student Life	13,118	251,368	238,250	5%	21,535	(8,417)
Testing	26,687	374,302	347,615	7%	26,589	98
Tutoring Center	60,949	611,626	550,677	10%	54,116	6,833
VP Student Affairs	21,990	495,657	473,667	4%	26,566	(4,575)
Totals for VP Student Affairs	505,125	6,270,998	5,765,873	8%	480,655	24,471
Totals for Expense	3,422,105	49,200,000	45,777,896	7%	4,013,191	(591,087)

Fund Bal by Division

Summary for President

Fund Balance - IT	0	0	0	0%	0	0
Totals for President	0	0	0	0%	0	0

September 2026 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2026-27 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<u>Summary for VP Fiscal Affairs</u>						
Fund Balance - Facilities	0	0	0	0%	0	0
Fund Balance - Oper & Maint	0	0	0	0%	6,089	(6,089)
Fund Balance-Academic	112,559	0	(112,559)	0%	109,499	3,060
Fund Balance-Institutional	0	0	0	0%	0	0
Fund Balance-Institutional	3,070	0	(3,070)	0%	11,138	(8,068)
Fund Balance-Instruction	0	0	0	0%	80,883	(80,883)
Fund Balance-Student Services	0	0	0	0%	0	0
<u>Totals for VP Fiscal Affairs</u>	<u>115,629</u>	<u>0</u>	<u>(115,629)</u>	<u>0%</u>	<u>207,608</u>	<u>(91,979)</u>
<u>Totals for Fund Bal</u>	<u>115,629</u>	<u>0</u>	<u>(115,629)</u>	<u>0%</u>	<u>207,608</u>	<u>(91,979)</u>
<u>Totals for Report</u>	<u>3,537,734</u>	<u>49,200,000</u>	<u>45,662,267</u>		<u>4,220,800</u>	<u>(683,066)</u>

Unrestricted Fund (Unaudited)

Summary of Revenue

	<u>Current Actual</u>	<u>2026-27 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Operating revenue						
Tuition-credit	(3,751,628)	(8,084,100)	(4,332,472)	46%	(3,668,201)	(83,427)
Tuition-non-credit	(222,801)	(605,750)	(382,949)	37%	(274,850)	52,049
Exemptions and waivers	132,351	175,470	43,119	75%	101,375	30,976
Registration fees	(84,789)	(153,200)	(68,411)	55%	(59,344)	(25,445)
Other fees	(44,365)	(218,700)	(174,335)	20%	(53,536)	9,171
Grant revenue	0	(75,700)	(75,700)	0%	(10,466)	10,466
Sales and service revenue	(2,557)	(51,700)	(49,143)	5%	(5,908)	3,350
Miscellaneous revenue	(27,515)	(297,112)	(269,597)	9%	(35,906)	8,391
<u>Totals for Operating revenue</u>	<u>(4,001,304)</u>	<u>(9,310,792)</u>	<u>(5,309,488)</u>	<u>43%</u>	<u>(4,006,835)</u>	<u>5,532</u>
Non-operating revenue						
State appropriation-Academic	0	(7,915,368)	(7,915,368)	0%	(5,473)	5,473
Property tax revenue	(127,338)	(29,155,001)	(29,027,663)	0%	(90,340)	(36,997)
Interest revenue	(101,984)	(1,076,840)	(974,856)	9%	(107,890)	5,906
FTZ reimbursement	0	(1,030,000)	(1,030,000)	0%	0	0
FAST - HB8	213,026	(712,000)	(925,026)	-30%	196,698	16,327
<u>Totals for Non-operating revenue</u>	<u>(16,296)</u>	<u>(39,889,209)</u>	<u>(39,872,913)</u>	<u>0%</u>	<u>(7,005)</u>	<u>(9,291)</u>
<u>Total Revenue</u>	<u>(4,017,600)</u>	<u>(49,200,000)</u>	<u>(45,182,401)</u>	<u>8%</u>	<u>(4,013,841)</u>	<u>(3,759)</u>

Unrestricted Fund (Unaudited)

Summary of Expense

	<u>Current Actual</u>	<u>2026-27 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Salary and wages						
Faculty full-time	688,959	9,577,495	8,888,536	7%	648,844	40,115
Admin full-time	209,506	2,363,618	2,154,111	9%	182,426	27,080
Professional full-time	721,340	10,402,375	9,681,035	7%	676,445	44,895
Classified full-time	357,169	4,964,471	4,607,302	7%	371,111	(13,943)
Part-time	483,777	3,623,390	3,139,613	13%	444,159	39,619
Salary increase	0	1,702,777	1,702,777	0%	0	0
Vacancy savings	0	(2,080,647)	(2,080,647)	0%	0	0
<u>Totals for Salary and wages</u>	<u>2,460,751</u>	<u>30,553,479</u>	<u>28,092,728</u>	<u>8%</u>	<u>2,322,985</u>	<u>137,766</u>
Benefits						
Benefits	342,372	4,732,120	4,389,747	7%	469,101	(126,729)
<u>Totals for Benefits</u>	<u>342,372</u>	<u>4,732,120</u>	<u>4,389,747</u>	<u>7%</u>	<u>469,101</u>	<u>(126,729)</u>
Operating expenses						
Contract services	349,342	4,536,120	4,186,778	8%	671,728	(322,386)
Legal	0	12,000	12,000	0%	(4,208)	4,208
Operations	10,586	1,095,031	1,084,445	1%	14,626	(4,039)
Utilities and Rent	84,164	2,984,480	2,900,316	3%	218,978	(134,814)
Postage, printing, and supplies	58,216	1,544,551	1,486,335	4%	46,304	11,912
Bank fees	33,528	96,100	62,572	35%	7,533	25,994
Capital outlay & leases	9,686	121,899	112,213	8%	12,030	(2,344)
Insurance	1,628	2,856,397	2,854,769	0%	25,222	(23,594)
Public rel, marketing and advert	9,184	454,504	445,320	2%	99,997	(90,813)
Misc.	62,843	522,969	460,126	12%	128,895	(66,052)
Reimbursement from Others	0	(309,649)	(309,649)	0%	0	0
<u>Totals for Operating expenses</u>	<u>619,178</u>	<u>13,914,402</u>	<u>13,295,224</u>	<u>4%</u>	<u>1,221,105</u>	<u>(601,927)</u>



September 2026 - Revenue and Expense Summary

Unrestricted Fund (Unaudited)

<u>Total Expense</u>	<u>3,422,301</u>	<u>49,200,000</u>	<u>45,777,700</u>	<u>7%</u>	<u>4,013,191</u>	<u>(590,891)</u>
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Unrestricted Fund (Unaudited)

Summary of Fund Bal

	<u>Current Actual</u>	<u>2026-27 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
	0	0	0	0%	0	0
<u>Totals for</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>	<u>0</u>	<u>0</u>
Salary and wages						
Professional full-time	0	0	0	0%	5,639	(5,639)
<u>Totals for Salary and wages</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>	<u>5,639</u>	<u>(5,639)</u>
Benefits						
Benefits	0	0	0	0%	879	(879)
<u>Totals for Benefits</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>	<u>879</u>	<u>(879)</u>
Operating expenses						
Contract services	112,559	0	(112,559)	0%	195,002	(82,443)
Operations	3,070	0	(3,070)	0%	0	3,070
Postage, printing, and supplies	0	0	0	0%	6,089	(6,089)
Capital outlay & leases	0	0	0	0%	0	0
Insurance	0	0	0	0%	0	0
Misc.	0	0	0	0%	0	0
<u>Totals for Operating expenses</u>	<u>115,629</u>	<u>0</u>	<u>(115,629)</u>	<u>0%</u>	<u>201,090</u>	<u>(85,461)</u>
<u>Total Fund Bal</u>	<u>115,629</u>	<u>0</u>	<u>(115,629)</u>	<u>0%</u>	<u>207,608</u>	<u>(91,979)</u>

September 2026

Monthly Financial Report

Cash Situation

(in millions)

Gross cash balance at the end of month	\$31.3
Less pending I&S liability	
Net unrestricted cash	\$31.3
Minimum required cash	\$8.2
Excess cash above minimum	\$23.1

Unaudited Operations

Year to Date *(in millions)*

Revenues

Budget	\$49.2
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Actual	\$ 4.0
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Expense

Budget	\$47.5
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Actual	\$ 3.4
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PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer
Date: October 26, 2026
Subject: Enrollment Coach (Replacement)

AGENDA ITEM DESCRIPTION

Presented for recommended approval to the Board of Trustees on October 26, 2026 and forwarded for recommended approval to Board of Trustees on the same date.

BACKGROUND

In this role, the Enrollment Coach serves as the primary point of contact for individuals exploring continuing education and workforce training programs. The coach supports students from first connection through registration and the start of class, helping them identify the right program based on their career and educational goals.

FUNDING SOURCE

Enrollment Coach - \$55,780 from budget 11-0-0000-3401-5140

PROPOSED MOTION

"I move the Board of Trustees approve the appointment of Karol Paredes Plascencia to the position of Enrollment Coach, Continuing Education Department."

ATTACHMENTS

1. Appointment Nomination



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees

From: Dr. Helen Brewer

Date: October 26, 2026

Subject: Student Resource Coordinator (Replacement)

AGENDA ITEM DESCRIPTION

Presented for recommended approval to the Board of Trustees on October 26, 2026 and forwarded for recommended approval to Board of Trustees on the same date.

BACKGROUND

Under the leadership of the Dean of Students, the Student Resource Coordinator is responsible for coordinating services for students in need. Responsible for coordinating advocacy services and providing case management to students by connecting them with local community resources. The Student Resource Coordinator is responsible for building relationships with community services and following up with students who are referred to these services.

FUNDING SOURCE

Student Resource Coordinator - \$62,115 from budget 11-0-0000-4123-5140

PROPOSED MOTION

"I move the Board of Trustees approve the appointment of Ciara Rougely to the position of Student Resource Coordinator, Dean of Students Department."

ATTACHMENTS

1. Appointment Nomination



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer
Date: October 26, 2026
Subject: Enrollment Coach (Replacement)

AGENDA ITEM DESCRIPTION

Presented for recommended approval to the Board of Trustees on October 26, 2026 and forwarded for recommended approval to Board of Trustees on the same date.

BACKGROUND

Performs moderately complex work advising students from connection to entry. Responsible for implementing recruitment and enrollment strategies and utilizing a caseload management approach to support students throughout the enrollment process.

FUNDING SOURCE

Enrollment Coach - \$62,115 from budget 11-0-0000-4131-5140

PROPOSED MOTION

"I move the Board of Trustees approve the appointment of Nicole Van Tassell to the position of Enrollment Coach, Strategic Enrollment Management Department."

1. Appointment Nomination



MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer, President
Date: October 26, 2026
Subject: Non-Contractual Positions Hiring Report

AGENDA ITEM DESCRIPTION

Presented for recommended acceptance of Non-Contractual Positions Hiring Report.

PURPOSE

The *Non-Contractual Positions Hiring Report* is being presented to the Board of Trustees for review and acceptance.

BACKGROUND

Notwithstanding Board policy DC (Local) which states that the Board delegates to the College President final authority to employ and dismiss non-contractual classified employees on an at-will basis, based on recommendations from the staff the persons listed on the attached Non-Contractual Positions Hiring Report is recommended for employment.

FUNDING SOURCE

Scholarship Specialist - \$56,867 from budget code 11-0-0000-4113-5160

Administrative Assistant II - \$36,952 from budget code 11-0-0000-5119-5160

Administrative Assistant IV - \$52,101 from budget code 11-0-0000-3204-5160

PROPOSED MOTION

"I move the Board of Trustees to accept the Non-Contractual Positions Hiring Report as written."

ATTACHMENT(S)

Non-contractual Positions Hiring Report

	POSITION	DEPARTMENT	CLASS SUMMARY	POSITION STATUS	SELECTED CANDIDATE	SALARY	SALARY RANGE
1	Scholarship Specialist	Student Financial Aid	The Scholarship Specialist promotes scholarship opportunities, assists students with the scholarship application process, and coordinates the awarding of scholarships through the Financial Aid Office. This position increases student awareness of available funding opportunities, provides guidance on eligibility and application requirements, maintains scholarship software and ensures accurate processing and awarding of scholarships to support student enrollment and success.	Replacement for vacant position.	Alexandria Gibbons	\$56,867	\$49,692 - \$62,115 - \$74,59
2	Administrative Assistant II	League City Center	Incumbent is responsible for providing a variety of administrative support duties to ensure the successful planning, organization, and execution of daily operations and services at the College of the Mainland League City Center.	New Position	Bailey Martinez	\$36,952	\$34,450 - \$43,062 - \$51,674
3	Administrative Assistant IV	Business	Provides a variety of administrative support duties in relation to the Business Department	Replacment for vacant position.	Tammy Bird	\$52,101	\$41,684 - \$52,105 - \$62,526
4							
5							



Board Report

Presenter: Board Chair

A. Miscellaneous Updates



PRESIDENT'S OFFICE

President's Report

Presenter: Dr. Helen Brewer

- a. Updates
 - 1. Community Engagement Report
 - 2. Houston Endowment Grant Award
 - 3. 8-Week Advantage Data Summary
- b. Reminders/Announcements
 - 1. Board Meetings
 - a. December 2026 – Monday, December 7, 2026
 - b. January 2027 – Monday, January 25, 2027
 - c. February 2027 – Monday, February 22, 2027
 - 2. Special Called BOT Meeting – Thursday, November 19, 2026, 4:30 p.m., Boardroom
 - 3. Day of the Dead Celebration – Tuesday, November 3, 2026, 12:30-1:30 p.m., Student Center
 - 4. Native American History Month Celebration – Tuesday, November 17, 2026, 12:30-1:30 p.m., Conference Center
 - 5. Holiday Reception – Tuesday, December 1, 2026, 3-5 p.m., Student Center
 - 6. December Graduation – Saturday, December 5, 2026, 10 a.m. & 1 p.m., Abundant Life Christian Center
- c. Resignations and Retirement Report
- d. Miscellaneous Updates



Houston Endowment Grant Award

Dr. Heather Rhodes, Vice President for Academic Affairs



8-Week Advantage Data Summary

Dr. Rocky Barney, Dean of Instruction



PRESIDENT'S OFFICE

Resignations & Retirements

Last Name	First Name	Position	Hire Date	Last Date of Work	Separation Reason
Jackson	Reginald	TRIO Upward Bound, Academic Advisor	03/16/2026	10/05/2026	Resignation
Starz	Kari	Administrative Assistant IV	01/05/2007	01/31/2027	Retirement



PRESIDENT'S OFFICE

Executive Session

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.

Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.

Section 551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.082 – For the purpose of considering discipline of a student or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.



PRESIDENT'S OFFICE

Possible Action on Agenda Items, Including Closed Session Matters

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