

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

In compliance with the Open Meetings Act, Texas Government Code, Section 551.041, notice is hereby given that a Regular Meeting of the Galveston Community College District Board of Regents will be held on **Wednesday, May 8, 2024**, at 5:30 PM in Room M-220 Galveston College, 4015 Avenue Q, Galveston, Texas 77550.

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

- AGENDA -

I. Call to Order Regular Meeting	
II. Moment of Silence and Pledge of Allegiance	
III. Certification of Posting Notice of Regular Meeting	
IV. Recognition of Guests	
V. Consider Approval of Minutes from the Regular Meeting of April 10, 2024 <i>(Action Item)</i>	3
VI. Citizens Desiring to Appear Before the Board on Agenda and Non-agenda Items <i>(Please complete a request card prior to the start of the meeting. The Board Chairperson may limit the time of appearance before the Board to three minutes.)</i>	
VII. Informative Reports:	
1. Student Success Story <i>(Dr. W. Myles Shelton)</i>	12
2. Monthly Financial Reports - April <i>(Mr. M. Jeff Engbrock)</i>	13
VIII. Consideration of Consent Agenda <i>(The purpose of the consent agenda is to allow the Board to identify and approve action items which require no additional information or discussion and for which there is unanimous approval. Regents receive agenda materials in advance of the meeting to prepare for the business to be conducted.)</i>	37
IX. Action Items:	
1. Consider Approval of Facilities Committee Recommendation Regarding Approval of Proposal to Purchase Furniture for the Northern Backfill Renovation Project	38
2. Consider Facilities Committee Recommendation Regarding Approval of Request from CenterPoint Energy for an Electric Easement for the Health Sciences Education Center Building Transformer	55
3. Consider Approval of Policies Committee Recommendation Regarding the Adoption of New Policies and Proposed Revisions to Local Board Policies and Regulations	62
4. Consider Approval of Senate Bill 17 Compliance Reporting Certification Form for FY 2024	64
5. Consider Approval of 2025 Budget and 2024 Tax Rate Planning Calendar	74
6. Consider Approval of Insurance Coverage Policy required for Cupola Loan Agreement	77
7. Consider Acceptance of Funds in Support of the 2024 Women In Industry Conference	84

8. Consider Approval of Instructional Agreements for Dual Credit/Early Admissions Enrollment Classes for Academic Year 2024-25 Including Addendums:

85

- A. Galveston Independent School District
- B. O'Connell College Preparatory School
- C. Odyssey Academy
- D. Upward Hope Academy
- E. Hamshire-Fannet Independent School District

X. Special Reports and Comments:

- 1. Student Representative (*Ms. Alicia Fletcher*)
- 2. Faculty Representative (*Ms. Liz Lacy*)
- 3. President (*Dr. W. Myles Shelton*)
- 4. Regents
- 5. Chairperson (*Ms. Karen F. Flowers*)

XI. Adjournment

The notice for this meeting was posted on The notice for this meeting was posted on May 3, 2024 in compliance with the Texas Open Meetings Act. , in compliance with the Texas Open Meetings Act.

W. Myles Shelton, Ed.D., President

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF REGENTS
GALVESTON COMMUNITY COLLEGE DISTRICT**

**4015 Avenue Q
Galveston, Texas 77550
Room M-220 – Moody Hall
April 10, 2024
5:30 p.m.**

At the Regular Meeting of the Galveston Community College District Board of Regents, duly held on Wednesday, April 10, 2024 in Room M-220 of Moody Hall, commencing at 5:30 p.m., the following Regents were present:

Ms. Karen F. Flowers, Chairperson (excused)
Mr. Fred D. Raschke, Vice Chairperson
Mr. Michael B. Hughes, Secretary
Mr. Garrik Addison
Mr. Armin Cantini
Dr. Norman Hoffman (attended virtually)
Mr. Raymond Lewis, Jr. (attended virtually)
Ms. Mary R. Longoria
Ms. Carolyn L. Sunseri (excused)

Faculty and staff present included Dr. W. Myles Shelton, President, Ms. Veronica Atterberry, Mr. Ed Chrnko, Ms. Janene Davison, Ms. Shelly Downes, Mr. Jeff Engbrock, Mr. Daniel Fink, Mr. Junior Garcia, Ms. Vicki Jernigan, Ms. Liz Lacy, Ms. Breanne Loreface, Dr. Cissy Matthews, Mr. Paul Mendoza, Dr. Van Patterson, and Ms. Teena Marie Wilson

- I. CALL TO ORDER REGULAR MEETING:** Vice Chairperson Raschke opened the Regular Meeting at 5:34 p.m. in Room M-220 of Moody Hall and determined a quorum was present.
- II. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE:** Mr. Raschke began with a moment of silence and asked Mr. Cantini to lead the Pledge of Allegiance.
- III. CERTIFICATION OF POSTING NOTICE OF REGULAR MEETING:** Dr. Shelton confirmed that the notice of the Regular Meeting had been properly posted on April 5, 2024.
- IV. RECOGNITION OF GUESTS:** Dr. Shelton recognized the students, faculty and staff in attendance. Mr. M. Theron Waddell, retired faculty, was also in attendance.
- V. CONSIDER APPROVAL OF MINUTES FROM THE REGULAR MEETING OF MARCH 20, 2024:** A reading of the minutes was waived. Mr. Hughes moved to approve the minutes as published; Mr. Addison seconded. The motion passed unanimously.

VI. CITIZENS DESIRING TO APPEAR BEFORE THE BOARD ON AGENDA AND NON-AGENDA ITEMS: There were no citizens desiring to appear before the Board.

VII. INFORMATIVE REPORTS:

1. Student Success Story: Dr. Shelton introduced this agenda item and Dr. Cissy Matthews, Vice President of Instruction, who presented on the Trellis Student Financial Wellness Survey Results. This was an online survey that was given nationwide to 142 institutions. The results of the presentation are specific to Galveston College's students. The survey assessed student financial security, perceptions of institutional support, student wellbeing, and special populations. Takeaways from the presentation were that the College should provide financial education for students, ensure that there are adequate support services for students, and that students are aware of them, recognize, empathize with, and direct students in need to appropriate resources for wellbeing, and offer targeted supports for special populations (e.g. first-gen, student parents, full-time workers).

2. Monthly Financial Reports –March: Mr. M. Jeff Engbrock, Comptroller/CFO, presented the financial report for the month of March. With 58 percent of the year completed, income generated was \$25,670,042 or 87.6 percent of the fiscal year 2023-24 revenue budget compared to 84.1 percent this time last year. State funds for January are \$3,653,350, or 75 percent of the budget, based on the change in how state funds are now distributed. Tuition and fees were \$4,329,502 or 82.9 percent of the budget. Local taxes are \$16,653,750 or 93.5 percent of the budget compared to 91 percent last year. Local Revenue is \$1,033,439 or 73.5 percent of the budget, compared to 253.7 percent last year. He reported that total expenses are \$14,744,704, or 50.3 percent of the expenditure budget, compared to 51.6 percent last year.

Some discussion was had on the difference in staff benefits amounts from the previous year. Mr. Engbrock clarified that these funds get allocated throughout the year, and they haven't been allocated yet. Discussion was also had on what the community service funds represented. Mr. Engbrock clarified that those are the Continuing Education courses.

VIII. CONSENT AGENDA: Mr. Raschke proceeded with the Consent Agenda. Ms. Longoria moved to approve the Consent Agenda and Action Item Nos. 1, 3, 4, 5, 6, 7, 8, 9, 10, and 11; Mr. Hughes seconded. The motion passed unanimously. A copy of the Consent Agenda is attached as **Exhibit A**.

Dr. Shelton introduced Dr. Calvin Fogle, new Logistics Program Director, who's contract was approved in the Consent Agenda.

IX. ACTION ITEMS:

1. Consider Approval of Agreement Between The University of Texas Medical Branch at Galveston and Galveston College to Provide Student Health and Counseling Services for the 2024-25 Academic Year: The Board unanimously approve the agreement between The University of Texas Medical Branch at Galveston and Galveston College to Provide Student Health and Counseling Services for the 2024-25 academic year. This item was passed in the Consent Agenda.
2. Consider Approval of Insurance Coverage Policy for National Flood Insurance Program (NFIP) and Texas Windstorm Insurance Association (TWIA) for the Health Sciences Education Center: Ms. Teena Marie Wilson, Director of Human Resources and Risk Management, presented this item to the Board. Galveston Insurance Agency (GIA) provides the quotes for the new Health Science Education Center building TWIA and NFIP policies. The total annual wind premium for the building is \$51,896.00. Since the existing Wind policy term will expire 9/1/24, the pro-rated premium is \$21,754.00; which is for 5 months of coverage. The NFIP annual premium is \$7,828 for the building. According to NFIP rules, there is a 30-day waiting period before coverage can begin. Please note the Total Insured Value (TIV) of Galveston College new Health Science Education Center building with GIA is \$29,582.00. Staff recommends that the Board approve the proposed coverage for the new Health Science Education Center.

Dr. Shelton added that the property and liability insurance associated with the building is through TASB. TASB allows the College to add a building at mid-year, without additional charges. Flood and wind insurance, do not allow us to that. There was some general discussion about the details of the insurance policy. It was clarified that these costs are only for the new building, and that the coverage for wind claims of \$4,424,000 is for each building.

Mr. Lewis moved to approve the proposed coverage for the new Health Science Education Center; Mr. Addison seconded. The motion passed unanimously

3. Consider Approval of Interlocal Agreement with Region 6 Education Service Center (RESC 6): The Board unanimously approved the interlocal agreement with Region 6 Education Service Center (RESC 6). This item was passed in the Consent Agenda.
4. Consider Approval of Proposal to Purchase Networking Equipment for the Northern 2nd Floor Backfill Renovation Project: The Board unanimously approved the proposal to purchase networking equipment for the Northern 2nd Floor Backfill Renovation Project. This item was passed in the Consent Agenda.
5. Consider Approval of Proposal to Purchase Audio/Visual Equipment and Networking Accessories for the Northern 2nd Floor Backfill Renovation Project: The Board unanimously approved the purchase of audio/visual equipment and

networking accessories for the Northern 2nd Floor Backfill Renovation Project. This item was passed in the Consent Agenda.

6. Consider Approval of Proposal to Purchase Desktop Computers for the Northern 2nd Floor Backfill Renovation Project: The Board unanimously approved the proposal to purchase desktop computers for the Northern 2nd Floor Backfill Renovation Project. This item was passed in the Consent Agenda.
 7. Consider Approval of Proposal to Purchase New Printer and Printer Support Extension for the Northern 2nd Floor Backfill Renovation Project: The Board unanimously approved the purchase of a new printer and printer support extension for the Northern 2nd Floor Backfill Renovation Project. This item was passed in the Consent Agenda.
 8. Consider Approval of Proposal to Purchase Video Surveillance Cameras for the Testing Center Backfill Project: The Board unanimously approved the purchase of video surveillance cameras for the Testing Center Backfill Project. This item was passed in the Consent Agenda.
 9. Consider Approval of Faculty Change in Rank: The Board unanimously approved the Faculty Change in Rank for Dr. Laimutis Bytautas from Associate Professor to Professor. This item was passed in the Consent Agenda.
 10. Consider Acceptance of Faculty Resignations: The Board unanimously accepted the faculty resignation of Nichole Stephens, Faculty BSN, effective March 27, 2024. This item was passed in the Consent Agenda.
 11. Consider Ratifying Appointment of Full-time Instructor: The Board unanimously ratified the appointment of Dr. Calvin Fogle, to Faculty Logistics/Program Director. This item was passed in the Consent Agenda.
- X. Adjournment to Closed/Executive Session in Room M-202: The Board of Regents, as authorized by the Open Meetings Act, Texas Government Code, Chapter 551, reserves the right to enter into a closed/executive session under the following provision of the Act: **Section 551.074** – To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

The Board adjourned to closed session in room M-202 at 5:53 p.m.

XI. Reconvene Regular Meeting (Open Meeting) in Room M-220

The Board reconvened the regular meeting in Room M-220 at 6:27 p.m.

12. Consider Reappointment of Full-time Faculty: Dr. Shelton presented this item to the Board. He recommended re-appointment of Full-time Faculty for the fiscal year 2024-2025.

Mr. Addison moved to reappoint the Full-time Faculty for fiscal year 2024-2025; Ms. Longoria seconded. The motion passed unanimously.

XI. SPECIAL REPORTS AND COMMENTS:

1. Student Representative: Ms. Khylise Woodard, SGA Trustee, presented the SGA Report. Student Activities this past month included:

- Lunch League Volleyball
- Easter Egg Hunt
- Karaoke at the ATC
- Dress for Success-this event offers students the chance to access clothing from the career closet, gain insights into makeup techniques, attire selection, and poise. Additionally, the drama club presented skit highlighting interviewing etiquette, showcasing dos and don'ts.

Upcoming Events are:

- April 11: Bowling Night
- April 13: Whitecaps Softball Tailgate
- April 16: Karaoke in the Seibel Wing
- April 17: Volleyball
- April 18: SGA & PTK Election Day
- April 24: Food for Thought distribution
- April 26: Galveston College Beach Retreat Leadership Conference

2. Faculty Representative: Ms. Liz Lacy presented the faculty report. The following was reported:

- Dr. Regina Durante was awarded the 2024 Phi Theta Kappa Paragon Award for new advisors. It is a leadership award presented to only 20 advisors, among 3,000 internationally. It highlights the advisor's contribution to the academic, personal, and professional development of the PTK chapter members, while providing opportunities for them to broaden their leadership skills and prepare for future success.
- There is a juried art exhibition in the art studio. There will be awards at the reception on May 2nd from 4 p.m. to 6 p.m. The exhibition will be on display April 15, 2024-September 20, 2024.
- April 24-27, the Drama Department will present "Airness" about an air guitar competition. It is a comedy that is recommended for mature audiences. There will be a Houston air guitarist coming to speak with students next week.
- Dr. Janene Davidson gave an update on the QEP research project. The QEP deals with learning communities, which are cluster of classes taught in a block were the students can take multiple courses together with their peers. This will help with credit momentum and peer to peer connections, and exposing students to Galveston College resources. We need everyone's help right now to name our QEP. There are three candidates, and faculty and staff can vote for their favorite. You can vote multiple

times. At the end of the voting, a name will be drawn to win a five-pound gummy bear. Voting will continue through Monday, April 15th.

3. President: Dr. Shelton gave the Board an update on the following items:
- The dates to remember sheet is in your board folders. May 3rd is the Employee Awards Banquet at Fisherman's Wharf, and Graduation is on May 10th.
 - Softball is in first place in the conference. Baseball is in 3rd place.
 - Dr. Shelton thanked Dean Lewis and all the faculty and staff that worked on the Women in Industry Conference. It was a great event and 1,400 young women attended the event at Moody Gardens.
 - There was a Lecture Series last night, and it was a great event.
 - The HSEC is on track to reach substantial completion in the next few days. Furniture will start moving in next week. It will take about 30-35 days to move all the furniture in. Faculty furniture will be prioritized.
 - The renovation and backfill projects will begin the week of May 13, for FA-207, and then the 2nd floor Northen Building work will begin on June 3rd.
 - There is a letter in the Board folders from the Secretary of Education regarding the new FAFSA. The implementation of the new FAFSA has not gone well, but our staff has been doing a great job and rolling with the punches.
 - Registration for summer and fall has begun. On Monday and Tuesday, we registered more students in the first two days than we have done in the previous two days.

Dr. Shelton was asked to address the financial aid fraud that is happening in California. There is a group using AI bots to register and file for financial aid at community colleges. Dr. Shelton believes that Galveston College has some manual checks in our process, where students have to appear in person to check in and be registered and get through the financial aid process. We are not seeing that attack, like California is seeing. That's not to say that it can't happen, but we do have some manual processes that help with that.

4. Regents: There were no Regent reports.
5. Chairperson: Mr. Raschke thanked the faculty, staff and regents for being here and supporting our students. He thanked everyone for their reports.

X. ADJOURNMENT: There being no further business to come before the Board, the Regular Meeting adjourned at 6:44 p.m.

APPROVED AS CORRECT:

Michael B. Hughes, Secretary

Karen F. Flowers, Chairperson

Consideration of Consent Agenda

The consent agenda format is an organization process for meetings that allows the governing board to focus its time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support efficiency and effectiveness of the meeting.

A roll call of individual action items will determine the consent agenda. If a Regent has a question or plans to cast a negative vote regarding a specific recommendation, then the Regent(s) need to acknowledge their intention to the Chairperson by show of hand during the roll call. This action item will be considered in the regular order of business as an individual action item.

Those action items that the Regents plan to approve without further question or discussion will be placed on the consent agenda during roll call of individual action items. Upon the creation of the consent agenda, a motion, a second to the motion, and unanimous approval of the Board of Regents is needed to approve the action items. Upon approval of the consent agenda, the Board of Regents will proceed with the remainder of the agenda.

Tally of
Action Items:

	<u>Consent Agenda</u>	<u>President Recommended Separate Action</u>	<u>Board Separate Action</u>	<u>Page #</u>
#1 – Consider Approval of Agreement Between The University of Texas Medical Branch at Galveston and Galveston College to Provide Student Health and Counseling Services for the 2024-25 Academic Year	✓			44
#2 - Consider Approval of Insurance Coverage Policy for National Flood Insurance Program (NFIP) and Texas Windstorm Insurance Association (TWIA) for the Health Sciences Education Center		✓		58
#3 – Consider Approval of Interlocal Agreement with Region 6 Education Service Center (RESC 6)	✓			60
#4 – Consider Approval of Proposal to Purchase Networking Equipment for the Northen 2nd Floor Backfill Renovation Project	✓			66
#5 – Consider Approval of Proposal to Purchase Audio/Visual Equipment and Networking Accessories for the Northen 2nd Floor Backfill Renovation Project	✓			67
#6 – Consider Approval of Proposal to Purchase Desktop Computers for the Northen 2nd Floor Backfill Renovation Project	✓			68
#7 – Consider Approval of Proposal to Purchase New Printer and Printer Support Extension for the Northen 2nd Floor Backfill Renovation Project	✓			70
#8 - Consider Approval of Proposal to Purchase Video Surveillance Cameras for the Testing Center Backfill Project	✓			71

Tally of
Action Items:

	<u>Consent Agenda</u>	<u>President Recommended Separate Action</u>	<u>Board Separate Action</u>	<u>Page #</u>
#9 – Consider Approval of Faculty Change in Rank	✓			72
#10 – Consider Acceptance of Faculty Resignations	✓			73
#11 - Consider Ratifying Appointment of Full-time Instructor	✓			74
#12 – Consider Reappointment of Full-time Faculty		✓		75

Student Success Story

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

Monthly Financial Reports –April

Attached is the monthly financial report for August, representing encumbrances and pre-encumbrances through April 30, 2024. The report is as follows:

Education and General Fund:

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

Auxiliary Fund (Bookstore, Snack Bar, Athletics):

- Summary Revenue/Expenditure Report by State Classification

Student Services / Student Activity Fund:

- Summary Revenue/Expenditure Report by State Classification

Construction Fund:

- Summary Revenue/Expenditure Report

Bond Fund:

- Summary Revenue/Expenditure Report

Operating Fund Revenue Summary Sheet May 2024 Meeting

As of April 30, 2024 (67% of Year)

Source	Original Budgeted 2023/2024	Year-to-Date		
		Received (\$) 2023/2024	Received (%) 2023/2024	Received (%) 2022/2023
State Funds	\$4,871,133	\$3,653,350	75.0%	62.0%
Tuition and Fees	\$5,222,652	\$4,926,984	94.3%	91.8%
Local Taxes	\$17,806,000	\$16,963,011	95.3%	92.6%
Local Revenues	\$1,405,700	\$1,196,717	85.1%	335.2%
Total Revenue	\$29,305,485	\$26,740,062	91.2%	89.4%

Operating Fund
Expenditure Summary Sheet
May 2024 Meeting
As of April 30, 2024 (67% of Year)

Source	Original Budgeted 2023/2024	Year-to-Date		
		Expended (\$) 2023/2024	Expended (%) 2023/2024	Expended (%) 2022/2023
Instruction	\$9,219,910	\$5,643,033	61.2%	59.5%
Community Service	\$22,883	\$42,853	187.3%	18.1%
Academic Support	\$1,954,471	\$1,299,460	66.5%	63.0%
Student Services	\$2,768,784	\$1,682,376	60.8%	62.6%
Institutional Support	\$6,185,224	\$3,871,328	62.6%	63.7%
Staff Benefits	\$27,377	\$45,868	167.5%	68.4%
Operations/ Maintenance	\$3,852,050	\$2,254,176	58.5%	61.2%
Interfund Transfers (out)	\$5,274,786	\$3,184,711	60.4%	74.3%
Total Expenditures	\$29,305,485	\$18,023,805	61.5%	63.5%

GALVESTON COLLEGE
Fund 11 Education and General

April 30, 2024

	Current year	Current year	Current year	Current year	Current year	Current year	Current year	Current year	Current year
	Budget	(MTD) Actual	(YTD) Actual	Encumbrances	Remaining	% Expended	2024	2024	2024
	2024	April	2024	2024	2024	2024	2024	2024	2024
Revenue by State Classification									
State Funds	4,871,133	0	3,653,350	0	1,217,783	75.0%			
Tuition	2,971,736	291,323	2,794,600	0	177,136	94.0%			
Course Fees	3,015,188	337,483	2,901,500	0	113,688	96.2%			
Exemption\Waivers	(764,272)	(31,324)	(769,116)	0	4,844	100.6%			
Local Taxes	17,806,000	309,261	16,963,011	0	842,989	95.3%			
Local Revenue	1,397,300	161,778	1,187,694	0	209,606	85.0%			
Sales and Services	8,400	1,573	9,023	0	(623)	107.4%			
Total Revenue	29,305,485	1,070,094	26,740,062	0	2,565,423	91.2%			

Expenditures by State Classification

instructions	9,261,901	706,794	5,643,033	80,927	3,537,940	60.9%			
Community Service	50,979	12,057	42,853	4,031	4,095	84.1%			
Academic Support	1,952,519	165,584	1,299,460	12,512	640,548	66.6%			
Student Services	2,768,784	211,421	1,682,376	194,866	891,541	60.8%			
institutional Support	6,117,524	405,143	3,871,328	347,564	1,898,632	63.3%			
Operations And Maintenances	3,852,050	269,430	2,254,176	667,279	930,595	58.5%			
Staff Benefits	27,377	0	45,868	0	(18,491)	167.5%			
Inter-Fund Appropriation	5,274,786	1,501,556	3,184,711	0	2,090,075	60.4%			
Expenditures Total	29,305,920	3,271,984	18,023,805	1,307,180	9,974,935	61.5%			

Expenditures by Type

General Operating	3,521,514	212,247	1,916,562	362,370	1,242,582	54.4%			
Contracted Services	2,816,400	176,814	1,912,041	517,591	386,767	67.9%			
Travel	425,304	34,695	250,493	8,591	166,220	58.9%			
Equipment	479,928	18,500	395,038	50,080	34,810	82.3%			
Utilities	1,013,700	51,392	442,989	368,548	202,163	43.7%			
Faculty Full Time	4,546,665	372,637	2,938,625	0	1,608,040	64.6%			
Faculty Overloads\Adjunct	1,763,381	135,133	963,886	0	799,495	54.7%			
Stipends	458,770	41,484	289,238	0	169,532	63.0%			
Administrator Salaries	2,231,459	183,291	1,480,941	0	750,518	66.4%			
Professional Technical Salaries	2,149,856	174,583	1,367,300	0	782,556	63.6%			
Classified Salaries	2,423,099	192,474	1,567,732	0	855,367	64.7%			
Part-Time Salaries	649,179	58,957	352,134	0	297,046	54.2%			
Staff Benefits	1,551,879	118,221	962,115	0	589,764	62.0%			

GALVESTON COLLEGE
Fund 11 Education and General

Interfund Appropriations	5,274,786	1,501,556	3,184,711	0	2,090,075	60.4%
Expenditures Total	29,305,920	3,271,984	18,023,805	1,307,180	9,974,935	61.5%
Excess Rev/Exp	(435)	(2,201,891)	8,716,257			

Galveston College

Fund 11 Detail Rev\Exp

as of the end of April 2024

	Budget 2024	(MTD) Actual (YTD) Actual		Encumbrances		Available		% of Budget	
		April	2024	2024	2024	2024	2024		
State Appropriation									
Academic/Technical	\$4,871,133	\$0	\$2,813,080	\$0	\$2,058,054	57.8%			
Incentive	\$0	\$0	\$292,268	\$0	(\$292,268)	Infinity			
Core	\$0	\$0	\$548,003	\$0	(\$548,003)	Infinity			
Health Insurance	\$0	\$0	\$0	\$0	\$0	NaN			
Total	\$4,871,133	\$0	\$3,653,350	\$0	\$1,217,783	75.0%			
Tuition									
In District Tuition	\$1,261,975	\$119,970	\$1,134,755	\$0	\$127,220	89.9%			
Out of District Tuition	\$916,696	\$127,686	\$948,850	\$0	(\$32,154)	103.5%			
Non Resident Tuition	\$389,815	\$33,222	\$390,229	\$0	(\$414)	100.1%			
CE Workforce Training	\$140,000	\$0	\$36,421	\$0	\$103,579	26.0%			
CE Workforce Info Tech	\$18,250	\$0	\$788	\$0	\$17,462	4.3%			
CE Workforce Health Prof	\$205,000	\$0	\$184,957	\$0	\$20,043	90.2%			
CE Leisure Learning	\$40,000	\$10,445	\$98,600	\$0	(\$58,600)	246.5%			
CE Childrens Programs	\$0	\$0	\$0	\$0	\$0	NaN			
Total	\$2,971,736	\$291,323	\$2,794,600	\$0	\$177,136	94.0%			
Course Fees									
Building Use Fee	\$1,287,395	\$129,976	\$1,234,461	\$0	\$52,934	95.9%			
Student Service Fee	\$62,060	\$6,920	\$58,970	\$0	\$3,090	95.0%			
General Service Fee	\$285,395	\$34,925	\$260,476	\$0	\$24,919	91.3%			
Registration Fee	\$171,237	\$20,955	\$155,856	\$0	\$15,381	91.0%			
Out of District Fee	\$503,186	\$60,216	\$519,285	\$0	(\$16,099)	103.2%			
Course and Lab fees	\$335,000	\$33,753	\$310,811	\$0	\$24,189	92.8%			

Galveston College
Fund 11 Detail Rev\Exp
as of the end of April 2024

	Budget		(MTD) Actual (YTD) Actual		Encumbrances		Available		% of Budget	
	2024	April	2024	2024	2024	2024	2024	2024	2024	2024
Distance Education fee	\$235,000	\$32,739	\$236,457	\$0	(\$1,457)					100.6%
Distance Education fee N/R	\$14,000	\$4,300	\$10,830	\$0	\$3,170					77.4%
Testing Fees	\$18,800	\$5,248	\$12,780	\$0	\$6,020					68.0%
Testing Fees GED	\$2,550	\$0	\$0	\$0	\$2,550					0.0%
Testing Fees-Contract	\$2,550	\$2,392	\$25,099	\$0	(\$22,549)					984.3%
Late Registration Fees	\$6,375	\$0	\$5,950	\$0	\$425					93.3%
Schedule Change Fees	\$2,600	(\$10)	\$2,560	\$0	\$40					98.5%
Student Health\Insurance Fees	\$60,000	\$4,269	\$42,370	\$0	\$17,630					70.6%
SurCharge 3peat > 27 Dev hrs	\$29,040	\$1,800	\$25,596	\$0	\$3,444					88.1%
Other fees	\$0	\$0	\$0	\$0	\$0					NaN
Total	\$3,015,188	\$337,483	\$2,901,500	\$0	\$113,688					96.2%
Exemption/Waivers										
Competitive Waiver	(\$34,650)	(\$1,092)	(\$29,972)	\$0	(\$4,678)					86.5%
Foster Care	(\$23,342)	(\$1,401)	(\$18,698)	\$0	(\$4,644)					80.1%
Hazelwood Waiver Credit	(\$16,830)	\$0	(\$10,447)	\$0	(\$6,383)					62.1%
Hazelwood Dependant	(\$41,200)	\$0	(\$42,292)	\$0	\$1,092					102.7%
Concurrent Enrollment	\$0	\$0	\$0	\$0	\$0					NaN
Blind	(\$5,400)	\$0	(\$4,581)	\$0	(\$819)					84.8%
Fireman	(\$12,400)	\$0	(\$4,130)	\$0	(\$8,270)					33.3%
Police	(\$1,650)	\$0	(\$495)	\$0	(\$1,155)					30.0%
TEC 54.052	(\$102,300)	(\$10,123)	(\$91,953)	\$0	(\$10,347)					89.9%
Military Waiver	(\$13,200)	\$0	(\$6,642)	\$0	(\$6,558)					50.3%
GISD Dual Credit	(\$510,000)	(\$18,708)	(\$558,704)	\$0	\$48,704					109.5%
Other	(\$3,300)	\$0	(\$1,200)	\$0	(\$2,100)					36.4%

Galveston College

Fund 11 Detail Rev\Exp

as of the end of April 2024

	Budget 2024	(MTD) Actual April	(YTD) Actual 2024	Encumbrances 2024	Available 2024	% of Budget 2024
Total	(\$764,272)	(\$31,324)	(\$769,116)	\$0	\$4,844	100.6%
Local Taxes						
Current Taxes	\$17,440,900	\$273,716	\$16,640,544	\$0	\$800,356	95.4%
Delinquent	\$230,000	\$11,891	\$171,367	\$0	\$58,633	74.5%
Penalty & Interest	\$130,000	\$22,885	\$128,512	\$0	\$1,488	98.9%
Other	\$5,100	\$769	\$22,589	\$0	(\$17,489)	442.9%
Total	\$17,806,000	\$309,261	\$16,963,011	\$0	\$842,989	95.3%
Local Revenue						
Interest Income	\$1,200,000	\$160,976	\$1,152,826	\$0	\$47,174	96.1%
Miscellaneous Revenue	\$10,500	\$802	\$3,272	\$0	\$7,228	31.2%
Misc. Revenue-Vehicles	\$3,000	\$0	\$2,971	\$0	\$29	99.0%
Administrative Allowance	\$3,800	\$0	\$22,799	\$0	(\$18,999)	600.0%
Indirect Cost Recovery	\$180,000	\$0	\$5,825	\$0	\$174,175	3.2%
Insurance Reimbursements		\$0	\$0			
Donations	\$0	\$0	\$0	\$0	\$0	NaN
Sales and Services	\$8,400	\$1,573	\$9,023	\$0	(\$623)	107.4%
Total	\$1,405,700	\$163,351	\$1,196,717	\$0	\$208,983	85.1%
Inter-Fund Appropriations						
Transfers from Ed & Gen (Fund Bal...	\$0	\$0	\$0	\$0	\$0	NaN
Transfers from Federal Grants	\$0	\$0	\$0	\$0	\$0	NaN
Transfers from Bond Revenue	\$0	\$0	\$0	\$0	\$0	NaN
Total	\$0	\$0	\$0	\$0	\$0	NaN
Total Revenue	\$29,305,485	\$1,070,094	\$26,740,062	\$0	\$2,565,423	91%

Galveston College
Fund 11 Detail Rev\Exp
as of the end of April 2024

	Budget 2024	(MTD) Actual (YTD) Actual		Encumbrances		Available		% of Budget	
		April	2024	2024	2024	2024	2024	2024	2024
Exp by State Classification									
Instructional									
Welding	\$418,955	\$29,974	\$260,284	\$40,842	\$117,829	62.1%			
Biology	\$360,768	\$27,551	\$221,496	\$137	\$139,136	61.4%			
Biotechnology	\$0	\$0	\$0	\$0	\$0	NaN			
Chemistry	\$212,226	\$16,412	\$124,881	\$0	\$87,345	58.8%			
Env Science	\$60,096	\$5,937	\$27,182	\$0	\$32,914	45.2%			
Physics	\$122,212	\$8,418	\$67,417	\$0	\$54,795	55.2%			
Accounting	\$72,377	\$6,161	\$47,408	\$0	\$24,969	65.5%			
Accounting Tech	\$0	\$0	\$0	\$0	\$0	NaN			
Business Admin	\$10,921	\$609	\$4,261	\$0	\$6,660	39.0%			
Hosp/Tourism	\$9,740	\$1,093	\$8,265	\$0	\$1,475	84.9%			
Medical Office Admin	\$221,698	\$19,527	\$147,236	\$165	\$74,297	66.4%			
Logistics Op	\$73,384	\$10,479	\$17,227	\$0	\$56,157	23.5%			
Med Off Admin	\$0	\$0	\$0	\$0	\$0	NaN			
Sm Bus Manage	\$0	\$0	\$0	\$0	\$0	NaN			
Office Tech	\$0	\$0	\$0	\$0	\$0	NaN			
Paralegal	\$0	\$0	\$0	\$0	\$0	NaN			
Speech	\$97,429	\$8,020	\$58,879	\$0	\$38,550	60.4%			
Comp. Science	\$27,661	\$2,204	\$23,229	\$0	\$4,432	84.0%			
Comp. Tech.	\$107,511	\$3,382	\$50,043	\$0	\$57,468	46.5%			
Culinary Arts	\$160,258	\$15,125	\$113,252	\$987	\$46,018	70.7%			
Cosmetology	\$275,970	\$18,105	\$166,374	\$6,881	\$102,715	60.3%			
Engineering	\$7,345	\$0	\$0	\$0	\$7,345	0.0%			

Galveston College
Fund 11 Detail Rev\Exp
as of the end of April 2024

	Budget		(MTD) Actual (YTD) Actual		Encumbrances		Available		% of Budget	
	2024	April	2024	2024	2024	2024	2024	2024	2024	2024
Develop-Read	\$110,546	\$8,998	\$76,838	\$0	\$0	\$33,708	69.5%			
Develop-Write	\$0	\$0	\$0	\$0	\$0	\$0	NaN			
Develop-Other	\$0	\$0	\$0	\$0	\$0	\$0	NaN			
Education	\$10,084	\$744	\$5,968	\$0	\$0	\$4,116	59.2%			
English	\$358,634	\$28,856	\$217,786	\$0	\$0	\$140,848	60.7%			
Humanities	\$2,941	\$22	\$244	\$0	\$0	\$2,697	8.3%			
Philosophy	\$14,608	\$2,435	\$16,639	\$0	\$0	(\$2,031)	113.9%			
Foreign Lang-SPAN	\$24,869	\$1,539	\$8,607	\$0	\$0	\$16,262	34.6%			
Nursing-RN	\$973,231	\$49,625	\$543,606	\$0	\$0	\$429,625	55.9%			
Nursing Admin	\$189,701	\$16,243	\$123,651	\$15	\$15	\$66,035	65.2%			
Allied Health	\$0	\$0	\$0	\$0	\$0	\$0	NaN			
Clinical Research	\$0	\$0	\$0	\$0	\$0	\$0	NaN			
Emer Med Serv	\$377,525	\$26,578	\$198,202	\$4,108	\$4,108	\$175,215	52.5%			
Imaging-CT	\$149,113	\$10,331	\$81,178	\$1,782	\$1,782	\$66,153	54.4%			
Imaging-MRI	\$147,322	\$11,999	\$90,158	\$0	\$0	\$57,164	61.2%			
Imaging-Mam	\$0	\$0	\$0	\$0	\$0	\$0	NaN			
Imaging-Nuclear	\$193,939	\$16,429	\$131,322	\$137	\$137	\$62,480	67.7%			
Imaging-Rad Thy	\$189,335	\$14,311	\$118,972	\$229	\$229	\$70,134	62.8%			
Imaging-Rad Tch	\$423,140	\$36,981	\$244,317	\$312	\$312	\$178,511	57.7%			
Ophthalmic Asst	\$0	\$0	\$0	\$0	\$0	\$0	NaN			
Pharmacy Tech	\$0	\$0	\$0	\$0	\$0	\$0	NaN			
Phlebotomy Tech	\$0	\$0	\$0	\$0	\$0	\$0	NaN			
Sonography	\$223,829	\$14,985	\$136,661	\$2,041	\$2,041	\$85,126	61.1%			
Surgical Tech	\$148,396	\$11,142	\$85,481	\$500	\$500	\$62,415	57.6%			

Galveston College

Fund 11 Detail Rev\Exp

as of the end of April 2024

	Budget		(MTD) Actual		(YTD) Actual		Encumbrances		Available		% of Budget	
	2024	April	2024	April	2024	April	2024	April	2024	April	2024	April
Nursing-LVN	\$189,169	\$11,981	\$98,503	\$118	\$90,548	52.1%						
Develop-Math	\$286,554	\$24,976	\$165,807	\$0	\$120,747	57.9%						
Mathematics	\$383,204	\$28,985	\$257,057	\$3,627	\$122,520	67.1%						
Auto Tech	\$0	\$0	\$0	\$0	\$0	NaN						
HVAC Tech	\$125,019	\$10,936	\$75,528	\$1,054	\$48,437	60.4%						
Industrial Sys	\$0	\$0	\$0	\$0	\$0	NaN						
Electrical and Electronics	\$160,405	\$16,362	\$75,792	\$11,425	\$73,187	47.3%						
Instrumentation	\$122,407	\$10,945	\$81,867	\$0	\$40,540	66.9%						
Fitness Center	\$130,327	\$9,027	\$81,068	\$950	\$48,309	62.2%						
Physical Ed.	\$123,816	\$10,005	\$84,298	\$1,203	\$38,315	68.1%						
CJ-Academic	\$82,511	\$6,549	\$52,391	\$0	\$30,120	63.5%						
CJ-Law Enforce	\$176,284	\$15,276	\$115,686	\$1,091	\$59,507	65.6%						
Economics	\$59,378	\$4,270	\$40,180	\$0	\$19,198	67.7%						
Government/PS	\$140,293	\$11,124	\$72,810	\$0	\$67,483	51.9%						
History/Geog.	\$133,708	\$9,093	\$81,915	\$0	\$51,793	61.3%						
Psychology	\$128,400	\$11,739	\$87,424	\$0	\$40,976	68.1%						
Sociology	\$31,635	\$2,151	\$17,950	\$0	\$13,685	56.7%						
Art	\$163,907	\$12,382	\$110,038	\$0	\$53,869	67.1%						
Digital Imaging	\$0	\$0	\$0	\$0	\$0	NaN						
Drama / Theater	\$154,397	\$10,528	\$98,528	\$0	\$55,869	63.8%						
Music	\$60,628	\$4,112	\$48,856	\$0	\$11,772	80.6%						
Medical Bachelors	\$220,830	\$17,532	\$149,569	\$194	\$71,068	67.7%						
Nursing BSN	\$273,258	\$14,499	\$170,975	\$1,275	\$101,007	62.6%						
Accreditation	\$16,000	\$2	\$15,110	\$0	\$890	94.4%						

Galveston College

Fund 11 Detail Rev\Exp

as of the end of April 2024

	Budget		(MTD) Actual (YTD) Actual		Encumbrances		Available		% of Budget	
	2024	April	2024	2024	2024	2024	2024	2024	2024	2024
Accreditation QEP	\$46,562	\$3,570	\$28,328	\$0	\$0	\$18,234	60.8%			
ATD	\$0	\$0	\$0	\$0	\$0	\$0	NaN			
Faculty Dev.	\$52,711	\$7,150	\$37,550	\$0	\$0	\$15,161	71.2%			
Lecture Series	\$4,970	\$9	\$1,816	\$0	\$0	\$3,154	36.5%			
CE-Workforce	\$48,717	\$5,174	\$35,320	\$254	\$0	\$13,143	72.5%			
CE Cisco	\$1,658	\$0	\$634	\$0	\$0	\$1,024	38.2%			
CE Allied Health	\$169,389	\$24,202	\$140,970	\$1,600	\$0	\$26,819	83.2%			
Total Instructional	\$9,261,901	\$706,794	\$5,643,033	\$80,927	\$3,537,940	61%				
Instructional Donations	\$0	\$0	\$0	\$0	\$0	\$0	NaN			
24										
Community Services										
CE Leisure Learning	\$50,979	\$12,057	\$42,853	\$4,031	\$0	\$4,095	84.1%			
CE Children Programs	\$0	\$0	\$0	\$0	\$0	\$0	NaN			
Total Community Service	\$50,979	\$12,057	\$42,853	\$4,031	\$4,095	84.1%				
Academic Support										
Vice President of Instruction	\$294,816	\$24,229	\$191,720	\$201	\$0	\$102,895	65.0%			
Arts & Sciences Administration	\$71,403	\$4,400	\$47,341	\$0	\$0	\$24,063	66.3%			
Tech\Professional Ed. Administration	\$241,856	\$20,499	\$163,422	\$1,527	\$0	\$76,907	67.6%			
Adult & Continuing Ed. Administration	\$252,084	\$21,282	\$161,086	\$1,054	\$0	\$89,944	63.9%			
Distance Education Administration	\$182,890	\$18,233	\$123,138	\$149	\$0	\$59,603	67.3%			
Hamshire - Fannett Administration	\$0	\$0	\$0	\$0	\$0	\$0	NaN			
Grants Development	\$76,392	\$6,246	\$51,503	\$200	\$0	\$24,689	67.4%			
Library & Learning Resources	\$435,689	\$29,085	\$316,537	\$9,289	\$0	\$109,863	72.7%			

Galveston College

Fund 11 Detail Rev\Exp

as of the end of April 2024

	Budget		(MTD) Actual (YTD) Actual		Encumbrances		Available		% of Budget	
	2024	April	2024	2024	2024	2024	2024	2024	2024	2024
Media Services	\$59,014	\$7,115	\$37,501	\$93	\$21,420					63.5%
Student Success Center (Tutoring)	\$167,854	\$14,987	\$101,835	\$0	\$66,019					60.7%
Testing Center	\$170,521	\$19,508	\$105,376	\$0	\$65,145					61.8%
Total For Academic Support	\$1,952,519	\$165,584	\$1,299,460	\$12,512	\$640,548					66.6%
Student Services										
Vice President of Student Services	\$359,337	\$28,099	\$225,293	\$1,170	\$132,874					62.7%
Admissions\Records	\$588,885	\$47,299	\$384,550	\$46	\$204,289					65.3%
Campus Security	\$642,290	\$52,264	\$380,626	\$193,463	\$68,201					59.3%
Counseling	\$693,532	\$47,900	\$410,727	\$0	\$282,805					59.2%
Financial Aid	\$400,272	\$29,846	\$235,669	\$187	\$164,416					58.9%
Student Activities	\$84,468	\$6,013	\$45,512	\$0	\$38,956					53.9%
Phi Theta Kappa	\$0	\$0	\$0	\$0	\$0					NaN
Total For Student Services	\$2,768,784	\$211,421	\$1,682,376	\$194,866	\$891,541					60.8%
Institutional Support										
Board of Regents	\$81,960	\$1,762	\$21,964	\$194	\$59,802					26.8%
President	\$592,420	\$36,560	\$299,858	\$390	\$292,172					50.6%
General Institutional Expenses	\$479,687	\$15,173	\$124,278	\$8,216	\$347,192					25.9%
Vice President for Administration	\$214,249	\$18,214	\$139,571	\$197	\$74,481					65.1%
Business Services	\$915,953	\$55,141	\$558,270	\$12,302	\$345,381					60.9%
Human Resources & Risk Mgmt.	\$467,935	\$34,400	\$301,261	\$22,070	\$144,604					64.4%
Professional Development	\$9,600	\$1,626	\$7,684	\$916	\$1,000					80.0%
Purchasing	\$92,045	\$7,008	\$59,050	\$0	\$32,996					64.2%
Research and Planning	\$238,421	\$18,498	\$171,489	\$500	\$66,432					71.9%

Galveston College

Fund 11 Detail Rev\Exp

as of the end of April 2024

	Budget		(MTD) Actual (YTD) Actual		Encumbrances		Available		% of Budget	
	2024	April	2024	2024	2024	2024	2024	2024	2024	2024
Information Technology	\$1,866,618	\$122,041	\$1,472,899	\$173,831	\$219,888					78.9%
Communications	\$90,042	\$3,327	\$57,822	\$1,966	\$30,254					64.2%
Vice Pres. Community Engagement	\$0	\$0	\$0	\$0	\$0					NaN
Development	\$286,494	\$18,658	\$172,967	\$1,660	\$111,868					60.4%
GC Foundation	\$72,040	\$5,635	\$43,838	\$655	\$27,547					60.9%
Marketing & Media	\$710,061	\$67,101	\$440,378	\$124,668	\$145,015					62.0%
Total for Institutional Support	\$6,117,524	\$405,143	\$3,871,328	\$347,564	\$1,898,632					63.3%
Staff Benefits										
Staff Benefits - State Eligible	\$27,377	\$0	\$45,839	\$0	(\$18,462)					167.4%
Staff Benefits - Non-State Eligible	\$0	\$0	\$0	\$0	\$0					NaN
Staff Benefits - Retirees	\$0	\$0	\$29	\$0	(\$29)					Infinity
Total For Staff Benefits	\$27,377	\$0	\$45,868	\$0	(\$18,491)					167.5%
Operations and Maintenance										
Plant Administration	\$941,129	\$38,904	\$664,646	\$0	\$276,483					70.6%
Building Maintenance	\$1,123,028	\$105,407	\$668,390	\$259,042	\$195,596					59.5%
Custodial Services	\$711,943	\$64,354	\$446,193	\$9,176	\$256,574					62.7%
Custodial Services Tech Center	\$0	\$0	\$0	\$0	\$0					NaN
Grounds Maintenance	\$77,250	\$7,230	\$42,477	\$23,037	\$11,735					55.0%
Grounds Maintenance Tech Cente	\$0	\$0	\$0	\$0	\$0					NaN
Transportation	\$20,000	\$3,772	\$4,634	\$9,442	\$5,924					23.2%
Utilities	\$865,000	\$49,319	\$398,672	\$302,745	\$163,583					46.1%
Utilities Tech Center	\$113,700	\$446	\$29,163	\$63,837	\$20,700					25.6%
Total for Operations and M...	\$3,852,050	\$269,430	\$2,254,176	\$667,279	\$930,595					58.5%

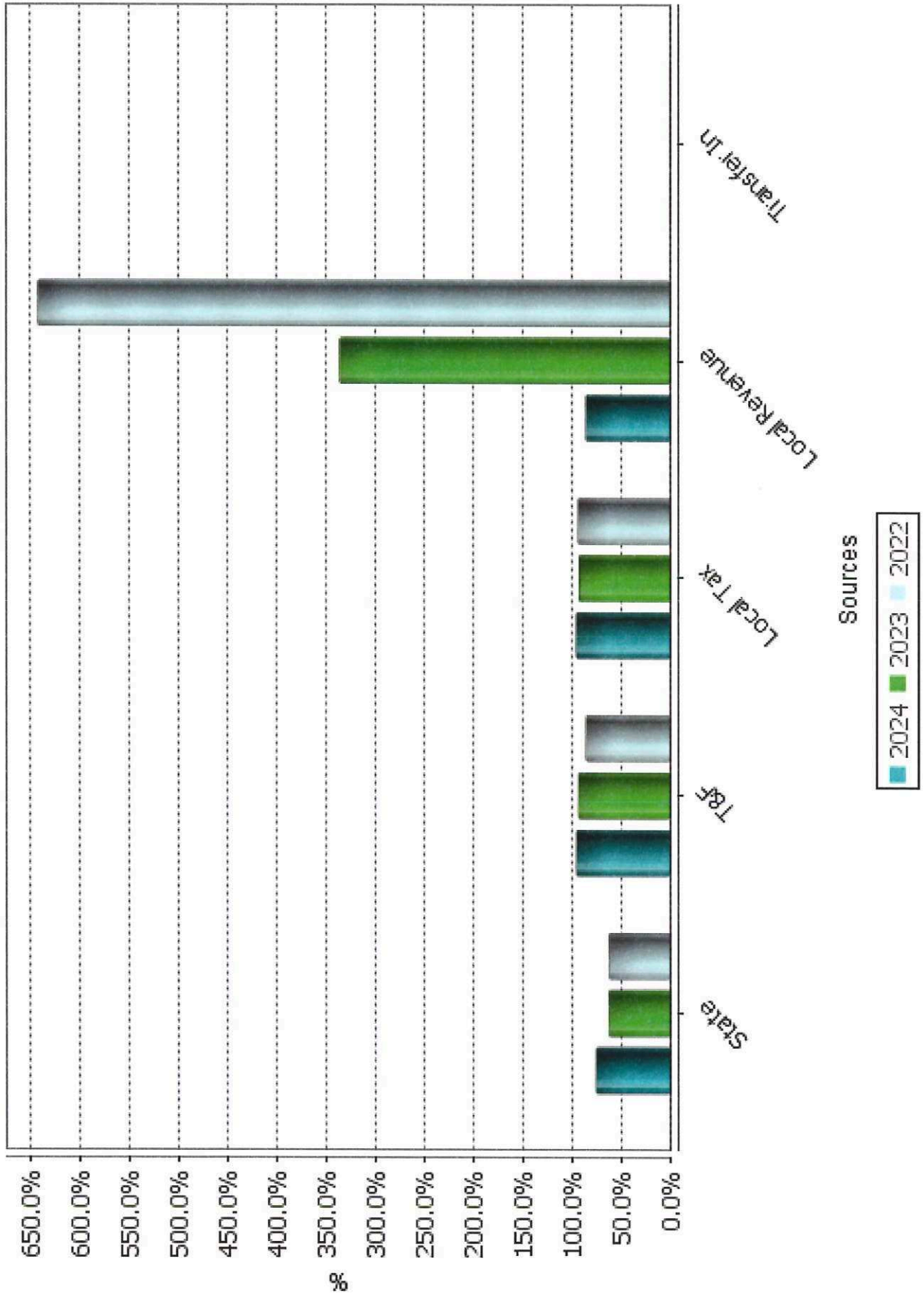
Galveston College

Fund 11 Detail Rev\Exp

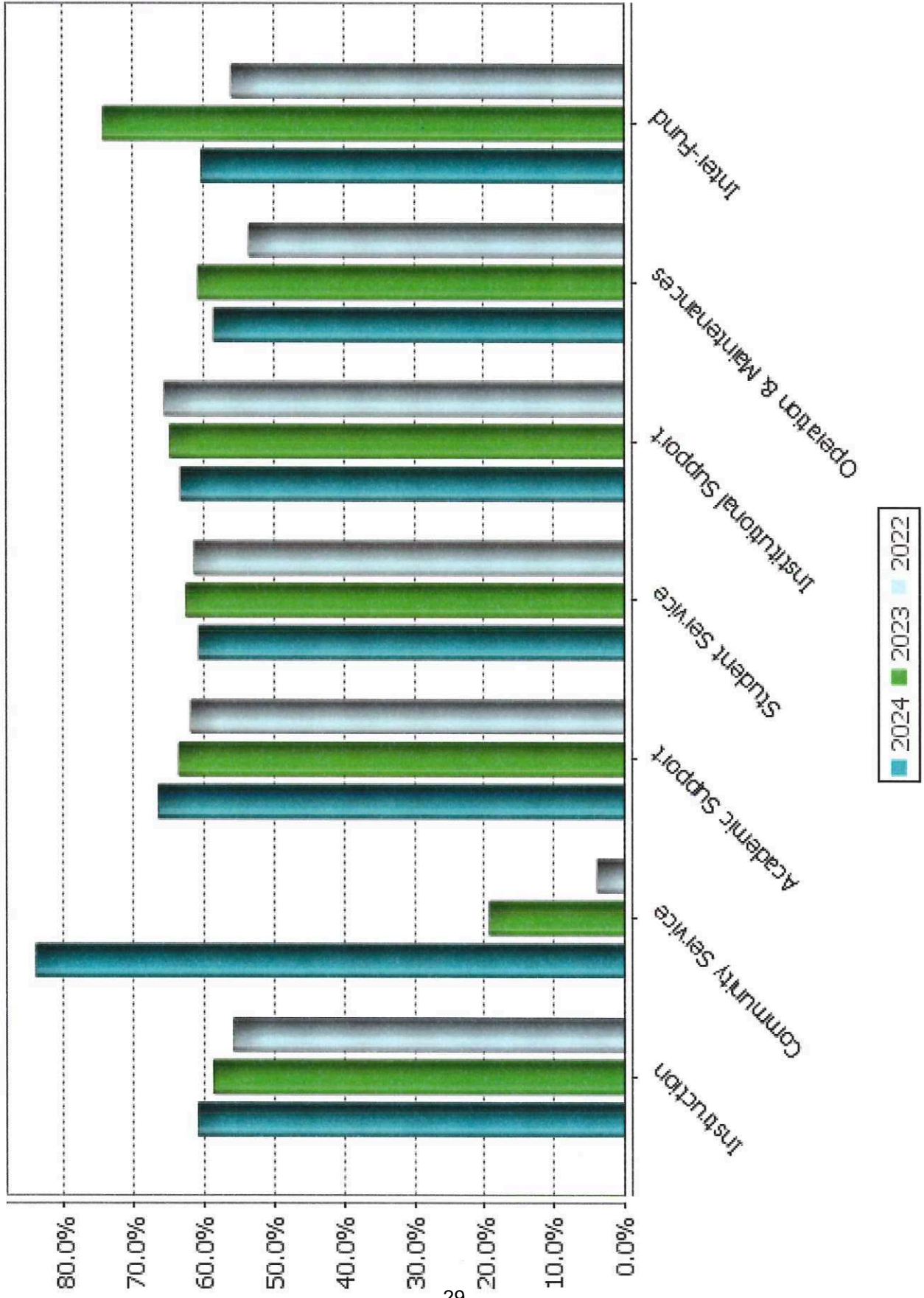
as of the end of April 2024

	Budget 2024	(MTD) Actual April	(YTD) Actual 2024	Encumbrances 2024	Available 2024	% of Budget 2024
Inter-fund Appropriations						
Transfers to Auxiliary	\$672,480	\$71,479	\$286,610	\$0	\$385,870	42.6%
Transfers to Student Activity Fund	\$62,060	\$6,920	\$58,970	\$0	\$3,090	95.0%
Transfer to State Eligible Ben	\$1,520,248	\$110,235	\$840,649	\$0	\$679,599	55.3%
Transfers to State Grants & Aid	\$152,498	\$9,422	\$131,482	\$0	\$21,016	86.2%
Transfers to Bond Revenue	\$1,867,500	\$1,303,500	\$1,867,000	\$0	\$500	100.0%
Transfer to Construction	\$0	\$0	\$0	\$0	\$0	NaN
Transfers to Capital Project	\$1,000,000	\$0	\$0	\$0	\$1,000,000	0.0%
Transfers to Fixed Assets	\$0	\$0	\$0	\$0	\$0	NaN
Total Inter-fund Appropriations	\$5,274,786	\$1,501,556	\$3,184,711	\$0	\$2,090,075	60.4%
Expenditures Totals						
	\$29,305,920	\$3,271,984	\$18,023,805	\$1,307,180	\$9,974,935	61.5%

3 Year Revenue by Percentage (YTD)



Three Year Expense by Percentage (TYD)



**Auxiliary fund
as of April 30, 2024**

April 30, 2024	Current year		Current year	Current ...	Current ...	Current year	Current year
	Budget	(MTD) Actual	April	(YTD) Act...	Encumbr...	Remaining	% Expended
	2024		2024	2024	2024	2024	2024
Revenue by State Classification							
Interfund Appropriations	\$672,480	\$71,479		\$286,610	\$0	\$385,870	43%
Bookstore Commission	\$55,000	\$14,117		\$35,723	\$0	\$19,277	65%
Student housing	\$346,495	\$6,400		\$351,988	\$0	(\$5,493)	102%
Food Service	\$477,394	\$555		\$510,751	\$0	(\$33,357)	107%
Special Event	\$0	\$0		\$0	\$0	\$0	NaN
Sales and Services	\$172,720	\$12,052		\$87,513	\$0	\$85,207	51%
Total Revenue	\$1,724,089	\$104,603		\$1,272,585	\$0	\$451,504	74%

Expenditures by Department

Bookstore(retiree)	0	0		0	0	\$0	NaN
Student Housing	18,090	165		7,827	0	\$10,263	43%
Food Service	393,690	42,205		344,062	0	\$49,628	87%
Print Shop	105,200	5,489		68,940	26,531	\$9,729	66%
Special Event	0	0		0	0	\$0	NaN
Athletics General	108,326	4,504		41,467	860	\$65,999	38%
Baseball	485,940	30,849		410,558	1,216	\$74,166	84%
Softball	396,943	23,768		318,870	1,911	\$76,162	80%
General Institutional	215,900	4,898		80,861	24,362	\$110,676	37%
Transfer to Construction	0	0		0	0	\$0	NaN
Expenditures Total	1,724,089	111,879		1,272,585	54,880.29	\$396,623	74%

**Auxiliary fund
as of April 30, 2024**

Expenditures by Type									
General Operating	260,636	5,434	84,194	27,521	148,920.92	32%			
Contracted Services	515,584	49,582	413,850	24,233	77,501.71	80%			
Travel	143,480	25,738	102,623	0	40,856.67	72%			
Equipment	69,353	2,465	60,042	3,127	6,184.14	87%			
Special Event	0	0	0	0	0.00	NaN			
Transfer to Scholars...	25,000	0	25,000	0	0.00	100%			
Transfer to Construction	0	0	0	0	0.00	NaN			
Scholarships	414,424	4,265	391,454	0	22,970.14	94%			
Salaries & Stipends	225,755	19,000	152,041	0	73,713.85	67%			
Staff Benefits	69,857	5,395	43,381	0	26,475.89	62%			
Expenditures Total	1,724,089	111,879	1,272,585	54,880.29	396,623.32	74%			

**Student Service Fund
as of April 30, 2024**

April 30, 2024	Current year		Current year		Current ...		Current year		Current year	
	Budget	(MTD) Actual	April	(YTD) Act...	Encumbr...	2024	Remaining	2024	% Expended	2024
Revenue by State Classification										
Interfund Appropriations	\$62,060	\$6,920		\$58,970	\$0	\$0	\$3,090		95%	
Fund Balance Transfer	\$0	\$0		\$0	\$0	\$0	\$0		NaN	
Total Revenue	\$62,060	\$6,920		\$58,970	\$0	\$0	\$3,090		95%	

Expenditures by Department

Student Activities	36,450	5,042		12,875	2,050		\$21,524		35%	
Student Government	23,010	2,162		14,558	2,962		\$5,490		63%	
Phi Theta Kappa	2,600	0		168	0		\$2,432		6%	
Expenditures Total	62,060	7,205		27,601	5,012		\$29,447		44%	

Expenditures by Type

General Operating	36,750	2,205		20,386	5,012		11,352		55%	
Contracted Services	0	0		0	0		0			
Travel	15,310	0		215	0		15,095		1%	
Equipment	0	0		0	0		0		NaN	
Scholarships	0	0		0	0		0			
Salaries & Stipends	10,000	5,000		7,000	0		3,000			
Staff Benefits	0	0		0	0		0			
Expenditures Total	62,060	7,205		27,601	5,012		29,447		44%	

GALVESTON COLLEGE
Construction\Capital Project fund
as of April 30, 2024

	Current year Budget 2024	Current year (MTD) Actual April 2024	Current year (YTD) Actual 2024	Current year Encumbrances 2024	Current year Remaining 2024
Fund 71					
Revenue					
Fund Balance Transfer	5,856,864	0	0	0	5,856,864
Proposed Title V Grant Remodel Student Success Center	752,942	0	0	0	752,942
Total Revenue	6,609,806	0	0	0	6,609,806
Expenditures					
Facility Construction *	1,603,458	0	61,441	17,662	1,524,355
Furniture and Equipment *	52,363	0	0	0	52,363
Contingency *	235,000	0	0	0	235,000
Architectural & Engineering fees *	106,000	2,091	43,825	81,575	(19,400)
2nd floor Northern Remodel , Library Testing, and FA-207 Black Box Projects					
Softball Feild-Construction	1,500,000	0	0	0	1,500,000
Softball Feild- Architectural and Engineering fees	150,000	0	0	0	150,000
Electrical Transformer Upgrade- Construction	1,227,406	277,363	1,125,300	102,106	0
Electrical Transformer Upgrade- Archit, and Engin.	60,000	0	3,480	56,520	0
Electrical Transformer Upgrade- Contingency	125,000	0	0	0	125,000
Student Success Center -Remodel- Title V	752,942	0	0	0	752,942
Land\Building Purchase	450,000	0	0	0	450,000
Expenditures Total	6,262,169	279,454	1,234,046	257,863	4,770,260

GALVESTON COLLEGE
Construction\Capital Project fund
as of April 30, 2024

	Current year Budget 2024	Current year (MTD) Actual April	Current year (YTD) Actual 2024	Current year Encumbrances 2024	Current year Remaining 2024
Nursing Health Science Building					
Revenue					
Fund Balance Transfer FY23 Bond Intrest	907,955	0	0	0	907,955
Transfer Bond Reserve intrest	152,625	0	0	0	152,625
Bond Proceeds	6,953,871	323,755	4,725,097	0	2,228,774
Total Revenue	8,014,451	323,755	4,725,097	0	3,289,354
Expenditures					
Contingency-Owner	102,927	0	0	0	102,927
Equipment- Capital	1,600,000	0	300,250	224,831	1,074,919
Furniture- Capital	1,900,000	39,619	1,149,611	245,092	505,297
Facility Construction	4,169,624	189,722	3,001,452	0	1,168,173
Archt and Engr Fees	241,900	94,414	273,784	0	(31,884)
Expenditures Total	8,014,451	323,755	4,725,097	469,923	2,819,431

Nursing Health Science- Moody PEF

Revenue					
Moody PEF Gift -Transfer from fund 25	1,000,000	0	1,000,000	0	0
Total Revenue	1,000,000	0	1,000,000	0	0
Expenditures					
Equipment- Capital	1,000,000	0	1,000,000	39,000	(39,000)
Expenditures Total	1,000,000	0	1,000,000	39,000	(39,000)

GALVESTON COLLEGE
Construction\Capital Project fund
as of April 30, 2024

April 30, 2024

Current year Budget 2024	Current year (MTD) Actual April 2024	Current year (YTD) Actual 2024	Current year Encumbrances 2024	Current year Remaining 2024
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Fund Revenue Total	15,624,257	323,755	5,725,097	0	9,899,160
Fund Expenditures Total	15,276,620	603,209	6,959,143	766,786	7,550,691
Fund 71 total		(279,454)	(1,234,046)	(766,786)	

Capital Projects Fund 72

Revenue

Transfer from fund 11 (1Mil) and fund balance ...	1,832,420	0	0	0	1,832,420
Total Revenue	1,832,420	0	0	0	1,832,420

Expenditures

Contracted service IT issues Carryforward	182,000	0	171,320	0	10,680
Nursing\HS Building Equipment	1,550,420	0	0	0	1,550,420
Facilities Master Plan Archt and Engr	100,000	0	0	0	100,000
Expenditures Total	1,832,420	0	171,320	0	1,661,100

Fund Revenue Total

Fund Revenue Total	1,832,420	0	0	0	1,832,420
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Fund Expenditures Total

Fund Expenditures Total	1,832,420	0	171,320	0	1,661,100
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Fund 72 total

(171,320)

GALVESTON COLLEGE
Bond Funds 51, 52, 53

April 30, 2024

	Current year Budget 2024	Current (MTD) Actual April	Current year (YTD) Actual 2024	Current year Encumbran... 2024	Current year Remaining 2024	Current year % Expended 2024	Prior Year % Expe... 2023
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Fund 51 Revenue-Bond Payment

	Current year Budget 2024	Current (MTD) Actual April	Current year (YTD) Actual 2024	Current year Encumbran... 2024	Current year Remaining 2024	Current year % Expended 2024	Prior Year % Expe... 2023
Revenue							
Transfer from E&G	1,867,500	1,303,500	1,867,000	0	500	100.0%	
Intrest income-Bond	62,625	11,932	168,812	0	(106,187)	269.6%	
Revenue Total	1,930,125	1,315,432	2,035,812	0	(105,687)	105.5%	
Expenses							
Transfers to Bond Reserve (N/A)	62,625	0	0	0	62,625		
Transfer to Intrest and sinking	1,867,500	1,156,984	1,261,230	0	606,270	67.5%	
Expenditures Total	1,930,125	1,156,984	1,261,230	0	668,895	65.3%	

fund 52 Bond Intrest and Sinking Fund

	Current year Budget 2024	Current (MTD) Actual April	Current year (YTD) Actual 2024	Current year Encumbran... 2024	Current year Remaining 2024	Current year % Expended 2024	Prior Year % Expe... 2023
Transfer from Bond Revenue Fd 51	1,867,500	1,156,984	1,261,230	0	606,270	67.5%	
Total Fund Revenue	1,867,500	1,156,984	1,261,230	0	606,270	67.5%	
Expenses							
Admin Fees\Professional Service	500	0	300	0	200	60.0%	
Bond Redemption Principal	740,000	740,000	740,000	0	0	100.0%	
Bond Redemption Intrest	1,127,000	416,984	521,230	0	605,770	46.2%	
Expenditures Total	1,867,000	1,156,984	1,261,530	0	605,470	67.6%	

fund 53 Bond Reserve

	Current year Budget 2024	Current (MTD) Actual April	Current year (YTD) Actual 2024	Current year Encumbran... 2024	Current year Remaining 2024	Current year % Expended 2024	Prior Year % Expe... 2023
Transfers from Bond Revenue	62,625	0	0	0	62,625	0.0%	
Intrest income-Reserve	90,000	8,789	70,313	0	19,687	78.1%	
Revenue Total	152,625	8,789	70,313	0			
Expenses							
Transfer to Construction	152,625	0	0	0	152,625	0.0%	
Expenditures Total	152,625	0	0	0	152,625	0.0%	

Consideration of Consent Agenda

The consent agenda format is an organization process for meetings that allows the governing board to focus its time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support efficiency and effectiveness of the meeting.

A roll call of individual action items will determine the consent agenda. If a Regent has a question or plans to cast a negative vote regarding a specific recommendation, then the Regent(s) need to acknowledge their intention to the Chairperson by show of hand during the roll call. This action item will be considered in the regular order of business as an individual action item.

Those action items that the Regents plan to approve without further question or discussion will be placed on the consent agenda during roll call of individual action items. Upon the creation of the consent agenda, a motion, a second to the motion, and unanimous approval of the Board of Regents is needed to approve the action items. Upon approval of the consent agenda, the Board of Regents will proceed with the remainder of the agenda.

Tally of
Action Items:

	Consent <u>Agenda</u>	President Recommended <u>Separate Action</u>	Board Separate <u>Action</u>	Page #
#1 - Consider Approval of Facilities Committee Recommendation Regarding Approval of Proposal to Purchase Furniture for the Northen Backfill Renovation Project		✓		42
#2 - Consider Facilities Committee Recommendation Regarding Approval of Request from CenterPoint Energy for an Electric Easement for the Health Sciences Education Center Building Transformer		✓		59
#3 – Consider Approval of Policies Committee Recommendation Regarding the Adoption of New Policies and Proposed Revisions to Local Board Policies and Regulations		✓		66
#4 - Consider Approval of Senate Bill 17 Compliance Reporting Certification Form for FY2024				68
#5 – Consider Approval of 2025 Budget and 2024 Tax Rate Planning Calendar		✓		78
#6 – Consider Approval of Insurance Coverage Policy Required for Cupola Loan Agreement				80
#7 – Consider Acceptance of Funds in Support of the 2024 Women In Industry Conference				87
#8 – Consider Approval of Instructional Agreements for Dual Credit/Early Admissions Enrollment Classes for Academic Year 2024-25 Including Addendums				88

Consider Approval of Facilities Committee Recommendation Regarding Approval of Proposal to Purchase Furniture for the Northern Backfill Renovation Project

Staff requests Board approval to purchase new office, testing center, computer lab and lounge furnishings for the Northern Backfill project. A spec sheet with details on the furniture is attached for your reference.

McCoy Rockford Commercial Interiors (Steelcase E&I CDA # 21Z00987 & Sit On It Omnia Contract #R191803 TVR # 914440), 6869 Old Katy Road, Houston TX 77024 will fill the order, which is priced at \$366,889.82. Funding for this project will come out of the FY25 budget Construction Fund. Proposal available for review upon request.

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

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

C.01

STEELCASE | Series 2 Chair

PART NUMBER

436UPH

ATTRIBUTES

Upholstered Seat and Back

Plastic Mesh Back Outside Shell

Mid Back

Non-Contrasting Fabric

Armless

Plastic Base and Frame

Hard Casters

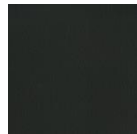
FINISHES

①



Seat/Back
ArcCom
Transform
AC-64145
Midnight #16

②



Base/Frame
Black Plastic



GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

C.02

STEELCASE | Amia Work Chair

PART NUMBER

4821410

ATTRIBUTES

Fully Upholstered
Non-Contrasting Fabric
H/W/P/D Adjustable Arms
Plastic Base and Frame
Hard Casters

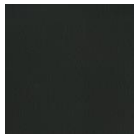
FINISHES

①



Seat/Back
ArcCom
Transform
AC-64149
Stone #20

②



Base/Frame
Black Plastic



40

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

C.04

STEELCASE | Move Chair

PART NUMBER

490410U

ATTRIBUTES

Upholstered Back and Seat

No Arms

Glides



41

FINISHES

①



Seat/Back
ArcCom
Transform
AC-64145
Midnight #16

②



Frame
Platinum Metallic
4799

③



Shell Plastic
Platinum Solid
6249

11/8/2021

MR

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

L.01

COALESSE | Bob Chair

PART NUMBER

221

ATTRIBUTES

34.25"D x 35"W x 41.25"H

High-Back

Fully Upholstered

No Return



42

FINISHES

①



Upholstery
ArcCom
Rodeo AC-69967
Denim #28

②



Base
TBD

11/8/2021

MR

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

L.02

COALESSE | Circa Lounge

PART NUMBER

451-5000

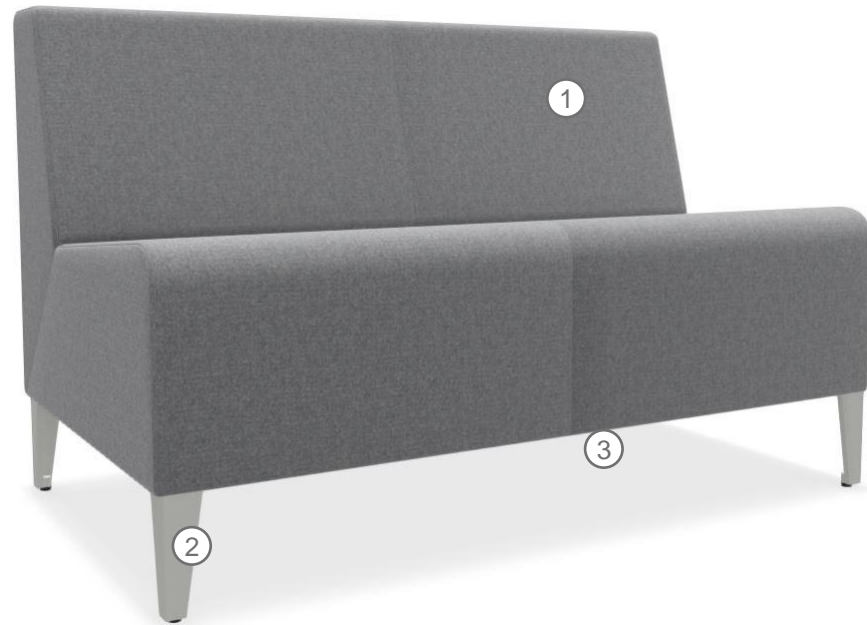
ATTRIBUTES

28"D x 50"W x 29.5"H x 17.25"SH

Non-contrasting Upholstery

Tapered Wood Legs

Add-on Power Unit Mounted Below Seat



43



NEMA
5-20R Outlet

FINISHES

①



Upholstery
ArcCom
Rodeo AC-69967
Denim #28

②



Metal Leg
4710 Low Gloss
Black

③



Power Unit

11/8/2021

MR

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

L.05

COALESSE | Joel Lounge

PART NUMBER

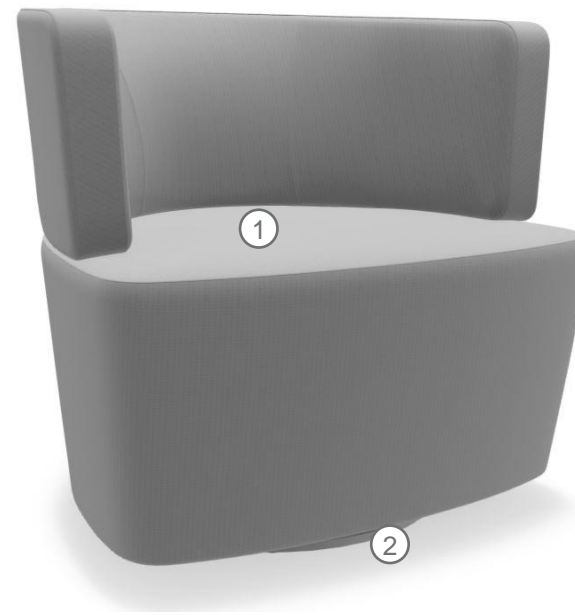
COWK100

ATTRIBUTES

29"D x 30.25"W x 27.5"H x 17.5"SH

Fully Upholstered

Swivel Return



44

FINISHES

①



Upholstery
ArcCom
Ambiance AC-63788
Shark #19

②



Base
Chrome Plated Steel

11/8/2021

MR

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

P.01

STEELCASE | Migration/Currency Office

PART NUMBER

Build-Up

ATTRIBUTES

28" x 70" Height Adjustable Laminate
Desk with Laminate Modesty Panel

24" x 36" Return worksurface with BBF
Lateral Below

15.75" x 66.5" BF Tower with Wardrobe
Cabinet

36"W Overhead Storage with Hinged
Doors

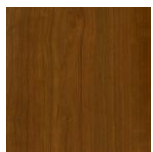
36"W Tackboard and Wall-mounted
Slatwall with Organizational Worktools

30" x 37" Ceramicsteel Markerboard



FINISHES

①



Laminate
Natural Cherry

②



Painted Metal
Black

③



Tackboard
Alloy
Skim

④



Slatwall
Platinum Metallic

11/8/2021

MR

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

P.02

STEELCASE | Migration/Currency Office

PART NUMBER

Build-Up

ATTRIBUTES

36" x 72" Laminate Desk with Recessed Full Modesty and BBF Pedestal

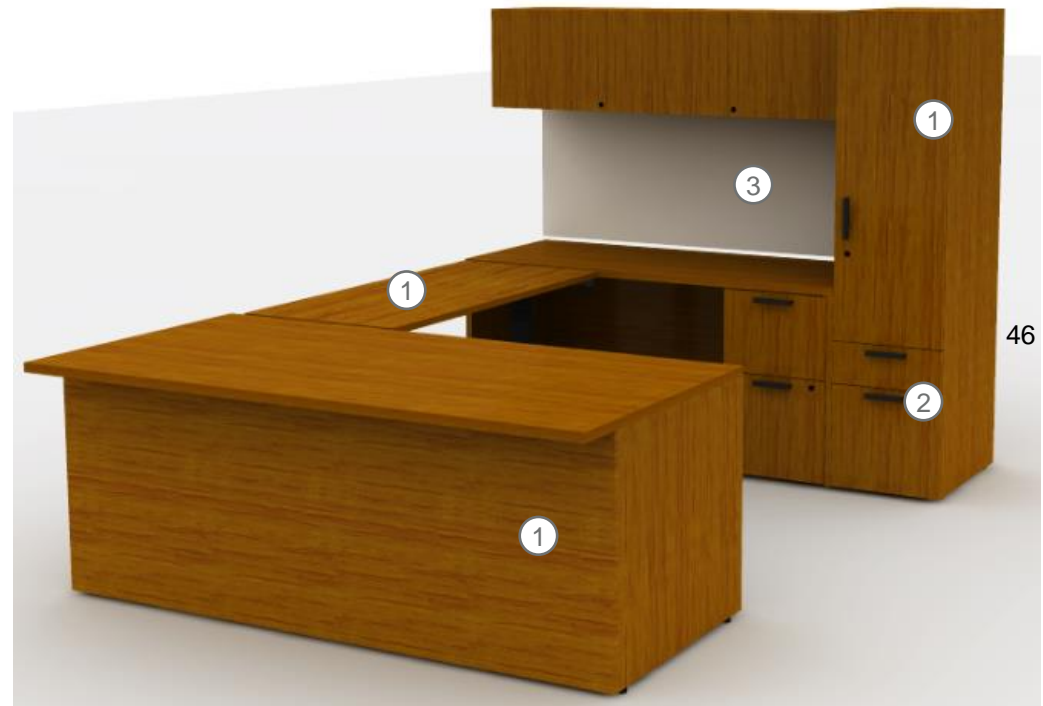
23" x 52" Height Adjustable Laminate Bridge

24" x 60" Credenza Surface with FF Pedestal

15.75" x 66.5" BF Tower with Wardrobe Cabinet

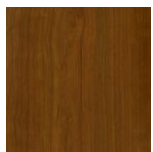
60"W Overhead Storage with Hinged Doors

60"W Tackboard



FINISHES

①



Laminate
Natural Cherry

②



Painted Metal
Black

③



Tackboard
Alloy
Skim

11/8/2021

MR

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

PW.01

STEELCASE | Thread - Hub

PART NUMBER

PFLHUB

ATTRIBUTES

37.125”H Worksurface Height

Standard NEMA 3-Prong Plug

6 Outlets

FINISHES

①



Paint
Platinum Metallic



GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

RD.01

DARRAN | Custom Reception

PART NUMBER

CUSTOM

ATTRIBUTES

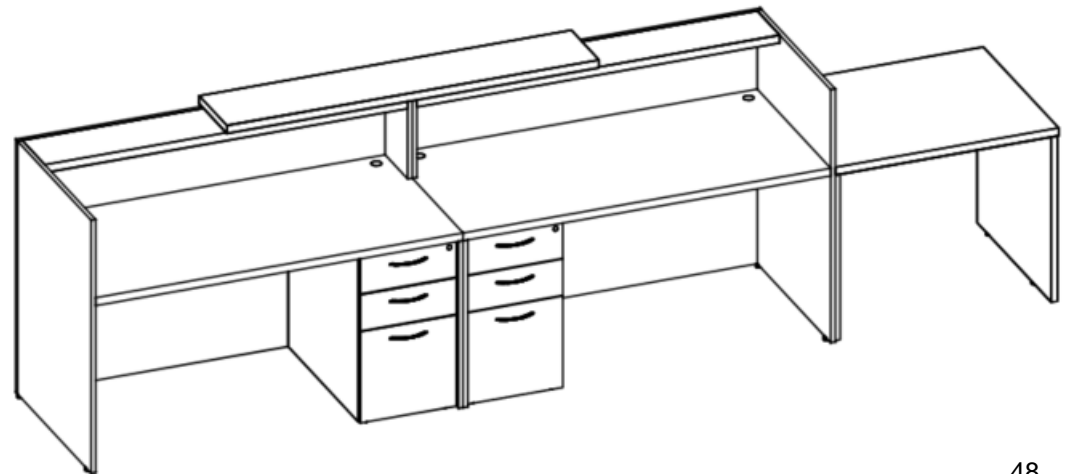
156"W x 30"D x 29"H (Worksurface) 42"H (Transaction)

Laminate Reception Desk with
Worksurface Grommets

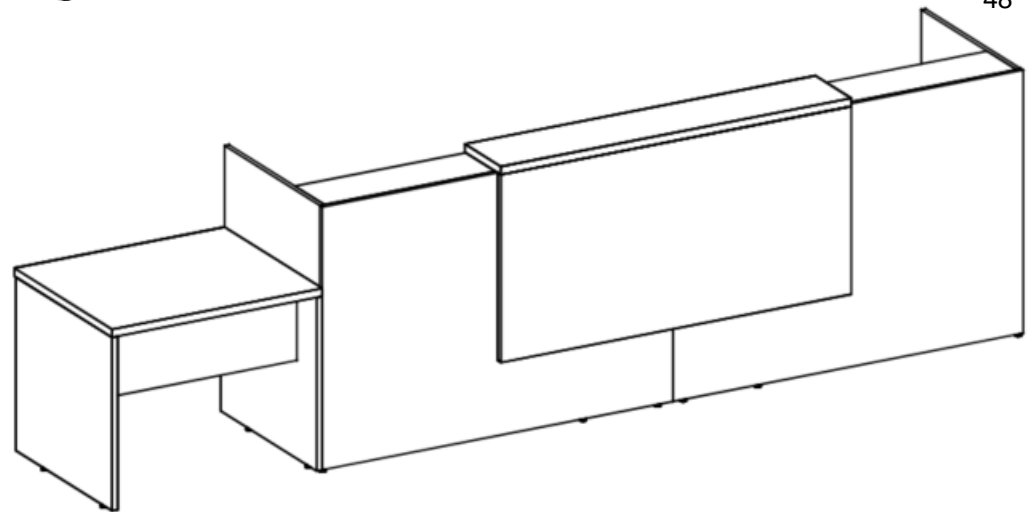
36"W ADA Pull Up Counter with Modesty

2 BBF Pedestals

Total Qty 2



48



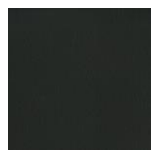
FINISHES

①



Laminate
Honey Cherry

②



Pulls
Black

11/8/2021

MR

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

S.01

DARRAN | Buffet Credenza

PART NUMBER

CPC5824CA126MX1

ATTRIBUTES

Set of 3 – 58x24x34 Buffet Credenza

Laminate

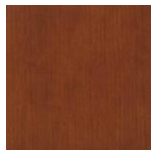
Storage Cabinets with Drawers Above

49



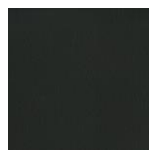
FINISHES

①



Laminate
Honey Cherry

②



Pulls
Black

11/8/2021

MR

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

T.01

COALESSE | Circa Table

PART NUMBER

45-T42RD

ATTRIBUTES

42" Dia x 15375"H

Laminate Top

Metal Legs

Power Module in Surface



50

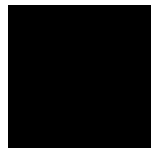
FINISHES

①



Laminate
Natural Cherry

②



Painted Metal
Black

③



Power Unit
Black



11/8/2021

MR

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

T.02

COALESSE | Lagunitas Personal Table

PART NUMBER

COLAGTP

ATTRIBUTES

24"W x 13"D x 25"H

Rectangular Laminate Surface

Rounded Edges

Powdercoated Base

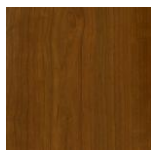
4 Non-adjustable Glides



51

FINISHES

①



Worksurface
Natural Cherry

②



Painted Metal
Black

11/8/2021

MR

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

T.03

STEELCASE | Elbrook Group Table

PART NUMBER

ETGRP

ATTRIBUTES

72"W x 32"D

Organic Laminate Surface

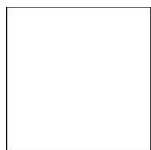
Powder-coated Legs



52

FINISHES

①



Worksurface
Arctic White

②



Paint
Platinum Metallic

11/8/2021

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

T.04

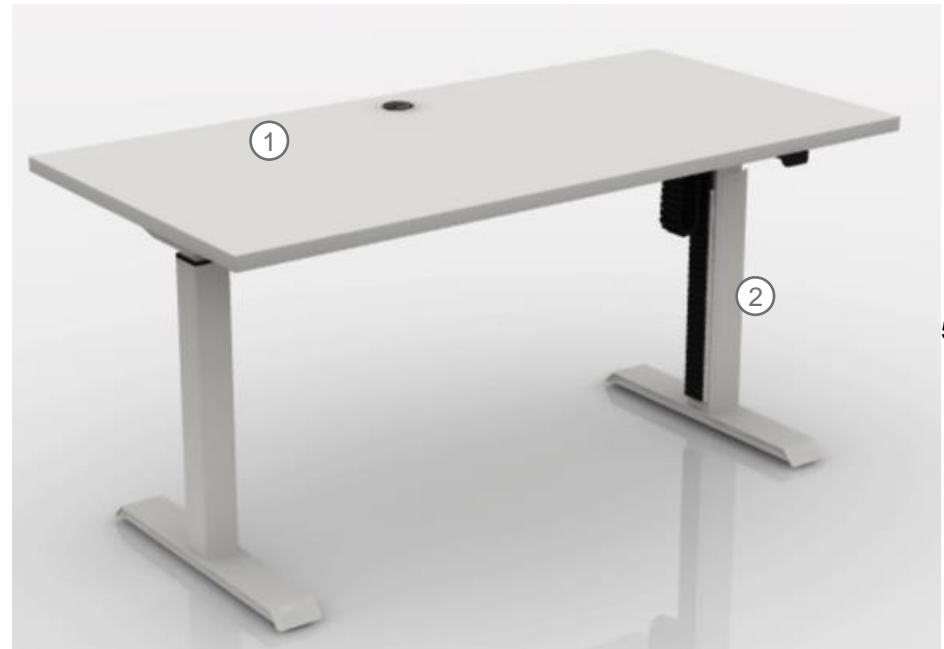
KIMBALL | Height Adjustable Desk

PART NUMBER

45FTBTSEF9P / AC48WSSR / SS3060WSSL3

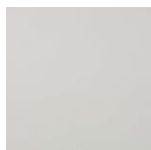
ATTRIBUTES

29x60 Laminate Top with Center Grommet
Xsede T-Leg Freestanding Adjustable Base
Undersurface Support Rail
Vertical Cable Manager



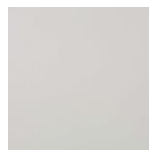
FINISHES

①



Worksurface
Cloud

②



Painted Metal
Cloud

11/8/2021

MR

GALVESTON COLLEGE – BACKFILL FURNITURE SPECIFICATIONS

WS.01/WS.02

KIMBALL | Narrate

PART NUMBER

BUILDUP

ATTRIBUTES

67.5”H Narrate Panels – Laminate Exterior

42”D Divider panels

30x36 Standard Worksurface

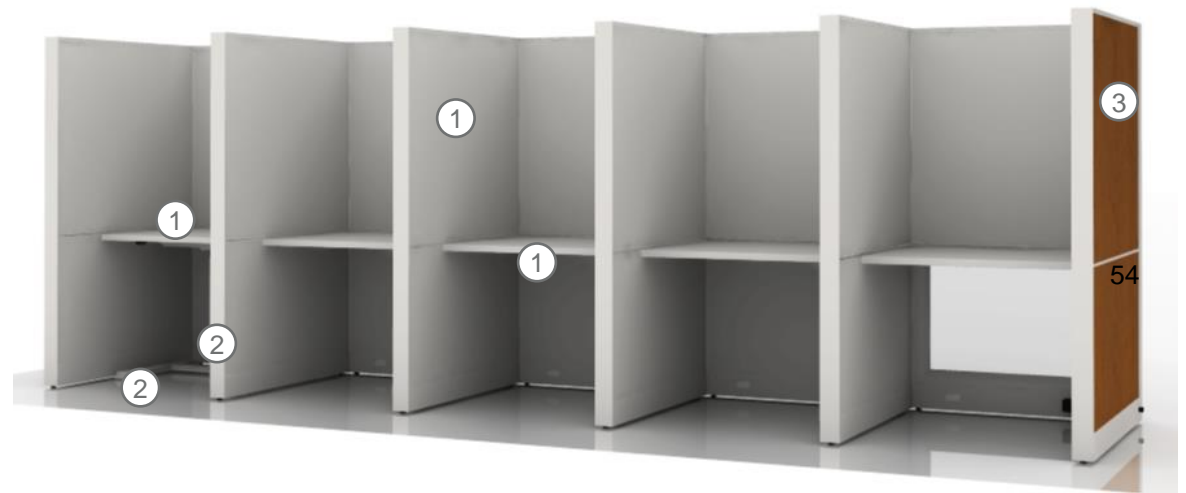
Height Adjustable Desk with H-Leg (1 per Room)

-29x35.5 (N-222 & N-226)

-29x48 (N-228 & N-230)

2 Duplex Receptacles per Station

Open Panel Access for Infeeds



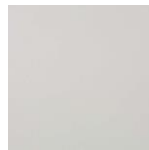
FINISHES

①



Worksurface/Panel
Laminate
Cloud

②



Painted Metals
Cloud

③



Laminate Skins
Cordoba

11/8/2021

MR

Consider Facilities Committee Recommendation Regarding Approval of Request from CenterPoint Energy for an Electric Easement for the Health Sciences Building Transformer

CenterPoint Energy Houston Electric, P.O. Box 1700, Houston Texas 77251-1700 is requesting an updated exclusive perpetual easement for electric distribution and related communications facilities consisting of a variable number of wires and cables and all necessary and desirable equipment and appurtenances, including, but not limited to, towers or poles made of wood, metal or other materials, props and guys, located within a portion of the following described lands owned by Galveston College, to wit:

That certain tract of land being the West one-half (1/2) of Outlot 109 and the West 40 feet of the Southeast quarter of Outlot 109 situated in the Michael B. Menard League, Abstract 628, Galveston County, Texas, being the same property described in a deed from St. Mary's Orphan Asylum of Galveston to Galveston Junior College District of Galveston County, Texas, dated July 31, 1967 and filed for record in Volume 1881, Page 395, in the Official Public Records of said County and State.

The unobstructed easement area(s) herein granted, hereinafter referred to as the "Easement Area", whether one or more, are described as follows:

1. An easement sixteen (16) feet wide and twenty-four (24) feet long for Grantee's pad-mounted transformer station, the location of which is shown by the crosshatched area on Plat No. 24-0216, attached hereto and made a part hereof.
2. An easement ten (10) feet wide, the location of the centerline of which is shown by the dot-dash symbol on said attached Plat No. 24- 0216.

Staff is requesting Board approval of CenterPoint's request for a perpetual easement for the transformer it placed to support the Health Sciences Building. This request is more detailed and specific concerning the actual location of the transformer than the "Short Form Blanket Easement 3-Phase Overhead and Underground" approved by the Board on 3/8/23, which allowed CenterPoint to begin to remove and add a power pole and install a transformer to power the new building. Please see Exhibit A – Electric Easement for additional details.

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

The unobstructed easement area(s) herein granted, hereinafter referred to as the "Easement Area", whether one or more, are described as follows:

1. An easement sixteen (16) feet wide and twenty-four (24) feet long for Grantee's pad-mounted transformer station, the location of which is shown by the crosshatched area on Plat No. 24-0216, attached hereto and made a part hereof.
2. An easement ten (10) feet wide, the location of the centerline of which is shown by the dot-dash symbol on said attached Plat No. 24-0216.

Grantor shall observe and exercise all notification laws as per the Underground Facility Damage Prevention and Safety Act, also known as "ONE CALL" & "CALL BEFORE YOU DIG", when working in or near the Easement Area.

To the extent that such laws and codes apply to Grantor, its successors and assigns, Grantor, its successors and assigns shall observe all safety codes and laws which apply to working along, within and/or near the Easement Area and Facilities during construction activities and safe clearance from such Facilities, including the Occupational Safety and Health Administration ("OSHA"), Chapter 752 of the Texas Health and Safety Code ("THSC"), the National Electric Code ("NEC"), and the National Electrical Safety Code ("NESC").

Absent written authorization by the Grantee, all utility and aerial easements must be kept unobstructed from any non-utility improvements or obstructions by Grantor. Any unauthorized improvements or obstructions may be removed by Grantee at the Grantor's expense. While wooden posts and paneled wooden fences along the perimeter and back to back easements and alongside rear lots lines are permitted, they too may be removed by Grantee at the Grantor's expense should they be an obstruction. Grantee may put said wooden posts and paneled wooden fences back up, but generally will not replace them

with new fencing.

Grantee shall not deny or obstruct ingress or egress to or from Grantor's Property, and Grantor retains all rights to cross the Easement Area for access, but not interfering with the utility purpose for which the Easement is granted. Grantor shall have the right to construct or locate in a near perpendicular fashion, utilities, drainage, ditches, roadways, driveways, across, but not along or solely along, within or under the Easement Area herein granted. Grantor assumes all responsibility for the cost of constructing, paving and maintaining said roadways or driveways within easement crossing areas. In the event Grantor constructs, or causes to be constructed, any utilities, drainage, ditches, roadways, and/or driveways which results in the relocation of Grantee's Facilities, the Grantor will be responsible for all costs associated with the relocation and/or removal of Grantee's Facilities. Grantor is prohibited from using the Easement Area for stockpile, spoil, water retention or detention, or lay down areas.

Grantee shall also have reasonable rights of ingress and egress to and from said Easement Area, together with reasonable working space, for the purposes of erecting, installing, operating, maintaining, replacing, inspecting, and removing said Facilities, together with the additional right to remove from said Easement Area and Grantor's Property immediately adjoining thereto, all bushes, trees and parts thereof, or other structures or improvements which are within, protrude, bisect, encroach or overhang into said Easement Area and which, in the sole opinion of Grantee, endanger or may interfere with the efficient, safe and proper operation, and maintenance of said Facilities. Further, in the event dead or dangerous trees exist within the fall range of overhead electrical facilities, then Grantee shall have the right to take down dead or dangerous trees based on Grantee's discretion.

TO HAVE AND TO HOLD the above described Easement, together with all and singular the rights and appurtenances thereto in anywise belonging, unto Grantee, forever, and Grantor does hereby bind itself and its successors, heirs, assigns, and legal representatives, to fully warrant and forever defend all and singular the above described Easement and rights unto said Grantee, against every person whomsoever lawfully claiming or to claim the same or any part thereof, by, through or under Grantor, but not otherwise. In the event of a deficiency in title or actions taken by others which results in the relocation of Grantee's Facilities, the Grantor herein, its successors and assigns, will be responsible for all costs associated with the relocation and/or removal of Grantee's Facilities.

The terms, conditions and provisions contained herein constitute the complete and final agreement between Grantor and Grantee, (collectively the "Parties") with respect to the subject matter hereof and supersedes all prior agreements, representations and understandings of the Parties and, by Grantor's signature affixed hereto and Grantee's use of the Easement, the Parties evidence their agreement thereof. No oral or written agreements made or discussed prior to, or subsequent to, the execution of this Easement shall supersede those contained herein. Any and all revisions, amendments and/or exceptions to the terms, conditions and provisions contained in this Easement shall be in written, recordable form and executed by both parties, or their respective successors or assigns in order to be deemed valid.

EXECUTED this [] day of [], 20[].

GALVESTON JUNIOR COLLEGE DISTRICT OF GALVESTON COUNTY, TEXAS,
A JUNIOR COLLEGE DISTRICT ORGANIZED UNDER THE LAWS OF TEXAS
AND USUALLY KNOWN AS GALVESTON COMMUNITY COLLEGE

BY: []
Signature

[]
Name typed or printed

[]
Title

STATE OF TEXAS }

COUNTY OF [] }

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas,
on this day personally appeared [],
[] of Galveston Junior College District of Galveston
County, Texas, a Junior College District organized under the laws of Texas and usually
known as Galveston Community College, known to me to be the person whose name is
subscribed to the foregoing instrument and acknowledged to me that ()he executed the
same for the purposes and consideration therein expressed, in the capacity therein
stated, and as the act and deed of said entity.

Given under my hand and seal of office this [] day of [], 20[].

[]
Notary's Signature

[]
Name typed or printed

[]
Commission Expires

**AFTER RECORDING RETURN TO:
SURVEYING & RIGHT OF WAY
CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC
P. O. BOX 1700
HOUSTON, TX 77251-1700**



CITY OF GALVESTON
OUTLOT - 109
 (UNRECORDED)

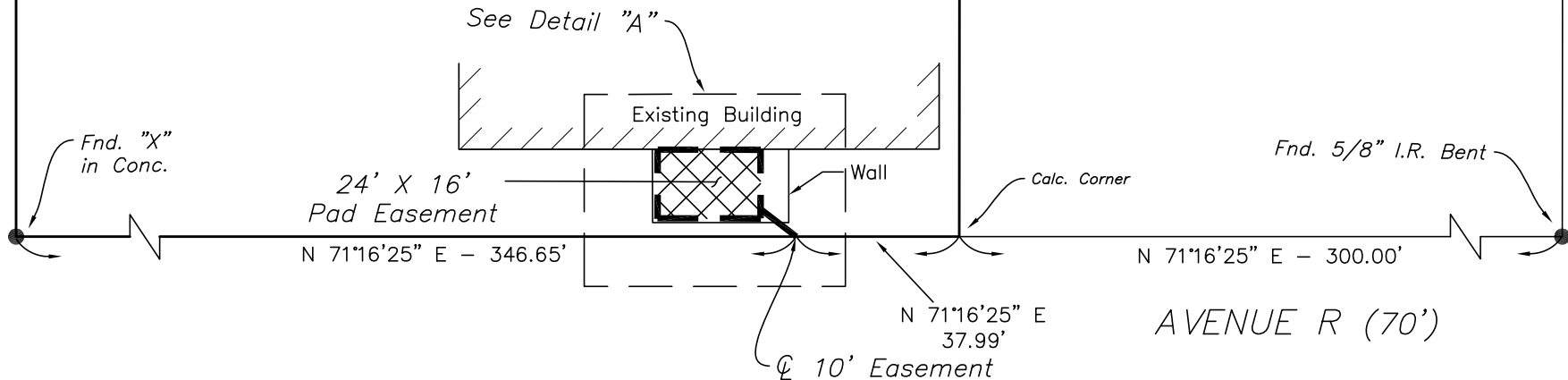
GALVESTON JUNIOR COLLEGE DISTRICT OF GALVESTON COUNTY, TEXAS
 WEST ONE-HALF OF OUTLOT 109 AND THE WEST 40 FEET OF SOUTHEAST QUARTER OF OUTLOT 109
 VOL. 1881 PG. 395 D.R.

MICHAEL B. MENARD
LEAGUE, A-628

GALVESTON COLLEGE
ADDITION
 LOT 1
 (CALLED 3.463 AC.)
 C.C.F. #2018002253 M.R.

THIRTY NINTH STREET (80')

JACK JOHNSON BLVD (80')
 F.K.A. FORTY FIRST STREET

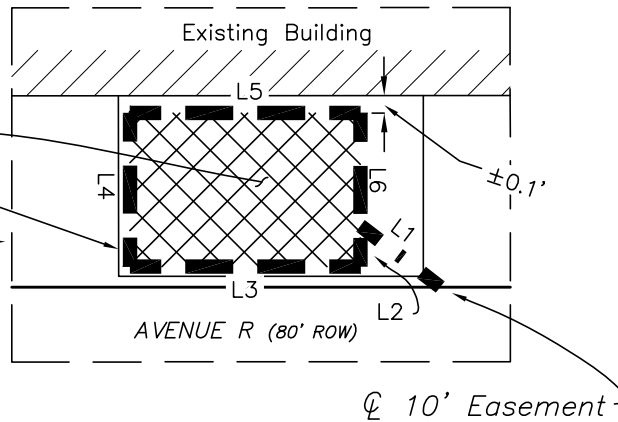


OUTLOT - 134

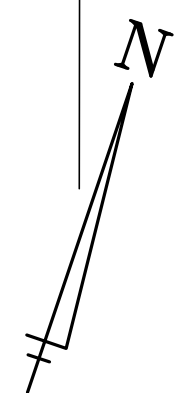
24' X 16' Pad Easement

Wall

Detail "A" Not to Scale



Line Table		
Line #	Length	Direction
L1	10.50'	N 71°19'16" W
L2	2.13'	S 18°41'00" E
L3	24.00'	S 71°19'00" W
L4	16.00'	N 18°41'00" W
L5	24.00'	N 71°19'00" E
L6	13.87'	S 18°41'00" E



Bearing Basis:
 Texas Coordinate System of 1983, South Central Zone (TXSC Zone 4204); NAD 83



NOTE: THE EXTERIORS OF ALL EASEMENTS ARE TO INTERSECT WITH THE EXTERIORS OF ALL ADJOINING EASEMENTS OR WITH ADJOINING PROPERTY LINES.

REV.1:JOB NO.	BY:	DATE:	REV.2:JOB NO.	BY:	DATE:
EASEMENT - UNOBSTRUCTED					
COUNTY: GALVESTON		LAST PLOT DATE: 4-1-2024			
SURVEY DATE: 3-16-2024		DRAWN BY: J.R.P.			
SCALE: 1" = 40'		MAP NO: 6838			
FILE NO. - BOOK: 2022		JOB NO: 104283470A			
		CHECKED BY: A.B.			

CenterPoint Energy
 SURVEYING & RIGHT OF WAY
 P.O. Box 1700 Houston, TX 77251-1700
 713-207-2222
 Firm Number: 10027400
 PLAT NO. 24-0216

Consider Approval of Policies Committee Recommendation Regarding the Adoption of New Policies and Proposed Revisions to Local Board Policies and Regulations

Staff will present proposed revisions to Local Board Policies and regulations in:

- Section B – Local Governance (BBD, BBI, BG)
- Section C – Business and Support Services (CFE, CGC, CS, CU)
- Section D – Personnel (DAA, DIAA, DIAB)
- Section E – Instruction (ECC)
- Section F – Students (FAA, FAB, FFDA, FFDB)

Ms. Carolyn Sunseri, Policies Committee Chairperson, will present a report of that meeting and the Committee's recommendation for Board consideration.

An index follows with a summary of the proposed revisions to these policies and regulations. To review the proposed revisions in detail, they are available in the May 8, 2024 Policies Committee Report either in hard copy or online.

**GALVESTON COLLEGE
PROPOSED BOARD POLICIES**

Policy		Policy Title	Comments
BBD	Local	Board Members: Orientation and Training	Updates information concerning public information training for Board members
BBI	Local	Board Members: Technology Resources and Electronic Communications	Updates policy reference for information security (CS)
BG	Local	Administrative Organization	Proposed new policy for the implementation of SB17 (Diversity, Equity, and Inclusion) (from the 2023 legislative session)
CFE	Local	Purchasing and Acquisition: Vendor Relations	Proposed new policy for the implementation of SB17 (Diversity, Equity, and Inclusion) (from the 2023 legislative session)
CGC	Local	Safety Program: Emergency Plans and Alerts	Updates language to be able to address other requirements as established by the Texas School Safety Center.
CS	Local	Information Security	Updates language to clarify a security incident (as defined by law).
CU	Local	Research	Proposed new policy to establish parameters for security of research and designate the Director of Institutional Effectiveness and Research as GC' research security officer.
DAA	Local	Employment Objectives: Equal Employment Opportunity	Proposed new policy for the implementation of SB17 (Diversity, Equity, and Inclusion) (from the 2023 legislative session)
DIAA	Local	Freedom from Discrimination, Harassment, and Retaliation: Sex and Sexual Violence	Updates the named Title IX officer.
DIAB	Local	Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics	Updates the named ADA / Section 504 Coordinator
ECC	Local	Instructional Arrangements: Student Course Load and Schedules	Updates and provides additional exceptions for good cause for students who need to exceed the limit on number of dropped courses.
FAA	Local	Equal Educational Opportunity: Diversity, Equity, and Inclusion	Proposed new policy for the implementation of SB17 (Diversity, Equity, and Inclusion) (from the 2023 legislative session)
FAB	Local	Equal Educational Opportunity: Pregnant and Parenting Students	Proposed new policy to implement legislation protect and accommodate pregnant and parenting students.
FFDA	Local	Freedom from Discrimination, Harassment, and Retaliation: Sex and Sexual Violence	Updates the named Title IX officer.
FFDB	Local	Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics	Updates the named ADA / Section 504 Coordinator

Consider Approval of Senate Bill 17 Compliance Reporting Certification Form For
FY2024

Senate Bill 17 requires the governing board of each Texas public institution of higher education to annually certify compliance with the bill's provisions for the preceding fiscal year to the Texas legislature and the Texas Higher Education Coordinating Board (THECB). Galveston College may not spend money that has been appropriated to it for fiscal year 2025 until the governing board certifies its compliance for fiscal year 2024 to the legislature and the Coordinating Board.

The certification is due to the legislature and the Coordinating Board on or before September 1, 2024. Upon approval, and signature from the Board Chair and President, this certification will be submitted as required.

I certify, under penalty of perjury and the loss of funding to Galveston College, that Galveston College has complied with the requirements in Tex. Educ. Code § 51.3525:

[] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(A), this institution does not, except as required by federal law, have any office, division or unit with the established purpose of:

- influencing hiring or employment practices at the institution with respect to race, sex, color, or ethnicity, other than through the use of color-blind and sex-neutral hiring processes in accordance with any applicable state and federal antidiscrimination laws;
- promoting differential treatment of or providing special benefits to individuals on the basis of race, color, or ethnicity;
- promoting policies or procedures designed or implemented in reference to race, color, or ethnicity, other than policies or procedures approved in writing by this institution's general counsel and the Texas Higher Education Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law; or
- conducting trainings, programs, or activities designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation, other than trainings, programs, or activities developed by an attorney and approved in writing by this institution's general counsel and the Texas Higher Education Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law.

[] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(B), this institution has not, except as required by federal law, hired or assigned an employee of the institution, or contracted with a third party to perform the duties of a diversity, equity, and inclusion office as defined in Tex. Educ. Code § 51.3525(a).

[] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(C), this institution does not, except as required by federal law, compel, require, induce, or solicit any person to provide a diversity, equity, and inclusion statement or give preferential consideration to any person based on the provision of a diversity, equity, and inclusion statement.

[] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(D), this institution does not, except as required by federal law, give preference on the basis of race, sex, color,

ethnicity, or national origin to an applicant for employment, an employee, or a participant in any function of the institution.

[_____] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(E), this institution does not, except as required by federal law, require any person, as a condition of enrolling at the institution or performing any institution function, to participate in diversity, equity, and inclusion training, which includes a training, program, or activity designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation, unless the training meets the exception in Tex. Educ. Code § 51.3525(b)(1)(E)(ii).

[_____] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(2), that this institution has adopted policies and procedures for appropriately disciplining, including by termination, an employee or contractor of the institution who engages in conduct in violation of Tex. Educ. Code § 51.3525(b)(1)(A)-(E).

[_____] I certify, in accordance with Tex. Educ. Code § 51.3525(e), that no state appropriations to this institution for 2025 have been spent prior to submission of this certification report to the Legislature and the Texas Higher Education Coordinating Board.

[_____] I understand the State Auditor's Office will conduct a compliance audit for this institution and if violations of Tex. Educ. Code § 51.3525 are found, this institution must cure the violation within 180 days or become ineligible to receive formula funding increases, institutional enhancements, or exceptional items during the state fiscal biennium immediately following the state fiscal biennium in which the determination is made.

[_____] I understand all complaints regarding any violations made by this institution will be sent to the State Auditor's Office for review.

To ensure full compliance with Tex. Educ. Code § 51.3525, in the past fiscal year Galveston College has adopted:

- Local Policy BG: prohibiting the establishment of, or maintenance of a diversity, equity, and inclusion office, or officers
- Local Policy CFE: prohibiting diversity, equity, and inclusion initiatives related to purchasing and inappropriate vendor relations
- Local Policy DAA: prohibiting diversity, equity, and inclusion initiatives related to employment
- Local Policy FAA: prohibiting diversity, equity, and inclusion initiatives related to admissions, and conditions of enrollment

- Please note that prior to adoption of Tex. Educ. Code § 51.3525, Galveston did not have a diversity, equity, and inclusion office, or officers, and has since adopted the policies outlined above.

(supporting documentation is attached).

Failure to return a certification form to the Texas Higher Education Coordinating Board by September 1, 2024, will be considered an act of non-compliance with the law and can subject the above referenced institution to all penalties allowed by law.

Signature of Galveston College President: _____

Date: _____

Signature of Galveston College Board Chair: _____

Date: _____

Date submitted to THECB: _____

Date submitted to the Legislature: _____

Note: For related information on diversity, equity, and inclusion initiatives, see CFE for contractor discipline, DAA for employees, DH for employee discipline, and FAA for students.

Diversity, Equity, and Inclusion Office

Except as required by federal law, the College District shall not:

1. Establish or maintain a diversity, equity, and inclusion office; or
2. Hire or assign an employee or contract with a third party to perform the duties of a diversity, equity, and inclusion office.

"Diversity, equity, and inclusion office" means an office, division, or other unit of the College District established for the purpose of:

1. Influencing hiring or employment practices at the College District with respect to race, sex, color, or ethnicity, other than through the use of color-blind and sex-neutral hiring processes in accordance with any applicable state and federal antidiscrimination laws;
2. Promoting differential treatment of or providing special benefits to individuals on the basis of race, color, or ethnicity;
3. Promoting policies or procedures designed or implemented in reference to race, color, or ethnicity, other than policies or procedures approved in writing by the College District's general counsel and the Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law; or
4. Conducting trainings, programs, or activities designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation, other than trainings, programs, or activities developed by an attorney and approved in writing by the College District's general counsel and the Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law.

Exceptions

Nothing in this section may be construed to limit or prohibit the College District or a College District employee from, for purposes of applying for a grant or complying with the terms of accreditation by an accrediting agency, submitting to the grantor or accrediting agency a statement that:

1. Highlights the College District's work in supporting first-generation college students, low-income students, or underserved student populations; or

2. Certifies compliance with state and federal antidiscrimination laws.

The prohibitions do not apply to:

1. Academic course instruction;
2. Scholarly research or a creative work by College District employees or students;
3. An activity of a student organization registered with or recognized by the College District;
4. Guest speakers or performers on short-term engagements;
5. A policy, practice, procedure, program, or activity to enhance student academic achievement or postgraduate outcomes that is designed and implemented without regard to race, sex, color, or ethnicity;
6. Data collection; or
7. Student recruitment or admissions.

**Diversity, Equity,
and Inclusion
Initiatives**

The President or designee shall develop procedures addressing the discipline, up to and including termination, of a College District contractor who violates Education Code 51.3525(b)(1). [See BG, DAA, and FA]

Note: For complaints of discrimination, harassment, and retaliation targeting employees on the basis of a protected characteristic, see DIAA and DIAB.

**Diversity, Equity,
and Inclusion
Initiatives**

Except as required by federal law, the College District shall not:

1. Compel, require, induce, or solicit any person to provide a diversity, equity, and inclusion statement or give preferential consideration to any person based on the provision of a diversity, equity, and inclusion statement;
2. Give preference on the basis of race, sex, color, ethnicity, or national origin to a participant in any College District function; or
3. Require as a condition of enrolling at the College District or performing any College District function any person to participate in diversity, equity, and inclusion training that references race, color, ethnicity, gender identity, or sexual orientation, unless it was developed by an attorney and approved in writing by the College District's general counsel and the Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law.

Exceptions

Nothing in this section may be construed to limit or prohibit the College District or a College District employee from, for purposes of applying for a grant or complying with the terms of accreditation by an accrediting agency, submitting to the grantor or accrediting agency a statement that:

1. Highlights the College District's work in supporting first-generation college students, low-income students, or underserved student populations; or
2. Certifies compliance with state and federal antidiscrimination laws.

The prohibitions do not apply to:

1. Submitting a statement as part of a grant application or to comply with the terms of accreditation that highlights the College District's work in supporting first-generation college students, low-income students, or underserved student populations, or that certifies compliance with state and federal antidiscrimination laws;
2. Academic course instruction;
3. Scholarly research or a creative work by College District employees or students;

4. An activity of a student organization registered with or recognized by the College District;
5. Guest speakers or performers on short-term engagements;
6. A policy, practice, procedure, program, or activity to enhance student academic achievement or postgraduate outcomes that is designed and implemented without regard to race, sex, color, or ethnicity;
7. Data collection; or
8. Student recruitment or admissions.

Note: For related information on diversity, equity, and inclusion initiatives, see BG for diversity, equity, and inclusion offices, CFE for contractor discipline, DH for employee discipline, and FA for students.

Note: For complaints of discrimination, harassment, and retaliation on the basis of a protected characteristic, see FFDA and FFDB.

**Diversity, Equity,
and Inclusion
Initiatives**

Except as required by federal law, the College District shall not:

1. Compel, require, induce, or solicit any person to provide a diversity, equity, and inclusion statement or give preferential consideration to any person based on the provision of a diversity, equity, and inclusion statement;
2. Give preference on the basis of race, sex, color, ethnicity, or national origin to a participant in any College District function; or
3. Require as a condition of enrolling at the College District or performing any College District function any person to participate in diversity, equity, and inclusion training that references race, color, ethnicity, gender identity, or sexual orientation, unless it was developed by an attorney and approved in writing by the College District's general counsel and the Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law.

Exceptions

The prohibitions do not apply to:

1. Academic course instruction;
2. Scholarly research or a creative work by College District employees or students;
3. An activity of a student organization registered with or recognized by the College District;
4. Guest speakers or performers on short-term engagements;
5. A policy, practice, procedure, program, or activity to enhance student academic achievement or postgraduate outcomes that is designed and implemented without regard to race, sex, color, or ethnicity;
6. Data collection; or
7. Student recruitment or admissions.

Note: For related information on diversity, equity, and inclusion initiatives, see BG for diversity, equity, and inclusion offices, CFE for contractor discipline, DAA for employees, and DH for employee discipline.

Consider Approval of 2025 Budget and 2024 Tax Rate Planning Calendar

Staff prepared the following 2025 Budget and 2024 Tax Rate Planning Calendar for Board consideration.

2025 Budget and 2024 Tax Rate Planning Calendar

Galveston Community College District

Date	Action	By
April	Mailing of notices of appraised value by chief appraiser	Appraiser
4/30	Deadline for chief appraiser to provide preliminary values	Appraiser
6/7	72-hour notice for 6/8 regular meeting (<i>Open Meeting Notice</i>)	BL
6/12 5:30 PM	Regular meeting	BOR
6/14	72-hour notice for 6/18 budget workshop (<i>Open Meeting Notice</i>)	BL
6/18 8:30 AM	1st budget workshop (<i>Board Retreat</i>)	BOR
7/8	Local deadline to submit TNT information to assessor/collector	JE/BL
7/25	Deadline for chief appraiser to certify rolls or certified estimate of value to taxing units Assessor/collector submits appraisal roll to taxing units and certifies anticipated collection rate for current year. If collection rate in preceding year and actual collection rate exceeded the anticipated rate, collector must also certify the amount of debt taxes collected in excess of the anticipated amount.	Appraiser
7/26		Assessor/Collector
7/29	GCTO to begin calculation of rates	GCTO
8/1	72-hour notice for 8/7 2nd budget workshop and special meeting to adopt proposed budget and proposed tax rate (<i>Open Meeting Notice</i>)	BL
8/7 5:30 PM	2nd budget workshop and special meeting to adopt proposed budget and proposed tax rate	BOR
8/8	72-hour notice for 8/14 regular meeting (<i>Open Meeting Notice</i>)	BL
8/9	Rates and calculations to governing bodies and posted on assessor/collector and entity websites; for cities with sales tax, entity auditor certifies amount of debt to be paid with sales tax; chief appraiser delivers by mail or email notice of website location for property owners to find estimated amount of taxes (based on 2023 value and proposed rates).	Assessor/Collector GC (JE) Appraiser
8/14 5:30 PM	Regular meeting	BOR
8/15	Publish proposed budget hearing notice; post on entity website	JE/BL
8/15	Publish proposed tax rate hearing notice in newspaper at least five days before the hearing; post on entity website until the meeting has been held	GCTO/BL
8/16	72-hour notice for 8/21 public hearings on proposed budget and proposed tax rate followed by special meeting to adopt budget and then the tax rate (<i>Open Meeting Notice</i>)	BL
8/21 8:00 AM	Public hearings on proposed budget and proposed tax rate followed by special meeting to adopt budget and then the tax rate (Super majority, 60%, required to adopt the tax rate)	BOR

Note: If adopting a tax rate that exceeds the voter-approved rate, the Board calls for an election. The earliest date rate may be adopted is no less than five days after the chief appraiser has delivered notices to property

owners and tax rate calculations have been published on the website. A super majority is required to adopt the tax rate.

Consider Approval of Insurance Coverage Policy Required for Cupola Loan Agreement

Galveston Insurance Agency (GIA) has proposed coverage for Cupola's TWIA and NFIP policies required to extend the loan agreement between the United States Coast Guard and Galveston College for the Cupola. The proposal includes an insurance certificate confirming coverage of \$50,000.00.

The total cost for the Cupola TWIA and NFIP policies is \$3,990.01. A detailed proposal outlining the coverage and the associated invoice is attached to this item. Staff recommends that the Board approve this for the College's NFIP and TWIA policies through Galveston Insurance Associates.

BUSINESS INSURANCE PROPOSAL

FOR

GALVESTON COLLEGE

MAY 2, 2024

PRESENTED BY:



Please remember that the extent of any insurance provided to you is at all times governed by the complete terms and conditions of the issued policy itself.

This presentation is a summary only and does not constitute coverage. You must sign and return all required documentation along with payment for the premium amount due before a request for coverage can be made to the Insurance Company

From June through November insurance companies may stop binding coverage when a 'tropical disturbance' enters the Gulf of Mexico or Caribbean Sea. In these cases, coverage quoted in this proposal cannot be put in effect until the company lifts its binding restrictions.



May 2, 2024

Galveston College
4015 Avenue Q
Galveston TX 77550

Re: Proposal for Inland Marine – Cupola
Proposed Effective – Annual Policy Term

Dear Ms. Wilson:

THANK YOU FOR YOUR BUSINESS!

We are pleased to enclose a presentation for the above referenced policy or line(s) of coverage. We would like to point out that this presentation outlines a few of the coverage and/or limitation features of the coverage line(s) being presented, others may apply. We strongly encourage you to review the presentation closely and call us should you have any questions or concerns. *Please remember that the extent of any insurance provided to you is at all times governed by the complete terms and conditions of the issued policy itself. This presentation does not constitute coverage. You must sign and return all required documentation along with payment for the premium before a request for coverage can be made to the insurance company.*

We would also like to remind you that your exposure to a loss may exceed your current limits. Higher limits may be available.

GIA offers a full line of insurance products including Employee Benefits to help meet all your insurance needs.

If you have ANY questions concerning this presentation or any other insurance matter, please let us know.

Sincerely,

Stephanie Rippard

Stephanie Rippard

Enclosure



GALVESTON COLLEGE'S SERVICE TEAM

Garry Kaufman

Account Executive

Phone: (409)740-1251

Fax: (409)740-0513

Email: Garry.Kaufman@gia-tx.com

Garry Kaufman is responsible for overseeing all aspects of your insurance program.

Stephanie Rippard

Account Manager

Phone: (409)740-1251

Fax: (409)740-0513

Email: Stephanie.Rippard@gia-tx.com

Stephanie Rippard is responsible for the daily servicing of your account including endorsements, certificate requests, client services, program design, accounting, quality assurance and market relationships.

Please feel free to contact us if you have any questions or concerns regarding your insurance program.



INLAND MARINE COVERAGE

I N S U R A N C E

Company:	Underwriters at Lloyd's London
AM Best Rating:	A XV
Policy Term:	One Year
Premium:	\$3,990.01
	<i>Rates are not guaranteed. They are set by the company and subject to change.</i>

Description of Property: Cupola from Galveston South Jetty Light, 1916, loaned to Galveston College by U.S. Coast Guard

Location: 4015 Avenue Q, Galveston TX 77550

Covered Property Limit: \$50,000

Deductibles:

\$1,000 Per Occurrence	Any one loss or series of losses arising from one event
\$10,000 Per Occurrence	Flood
\$0 Per Occurrence	Earthquake
\$10,000 Per Occurrence	Named Windstorm

Valuation: Agreed Scheduled Value

Coverage Includes:

Additional Named Insured: U.S. Coast Guard
 Loss Mitigation Sublimit of \$25,000 (Covers costs incurred in respect of defense, safeguard and recovery of the insured property)

Subject To: Signed and dated Terrorism coverage acceptance/rejection letter; Receipt and acceptable review of hard copy loss runs prior to binding; Any newly acquired location must be submitted for approval.

**Important Exclusions:
 (Others May Apply)** Absolute Fungus Microorganisms Mold or Spores; Communicable Disease; Limited Cyber coverage; Loss of Market; Radioactive Contamination; Sanction Limitation; Seepage and or Pollution and or Contamination; Territorial-Coverage limited to scheduled location.

*10% Minimum Earned Premium Applies
 \$800.00 Non-Refundable Policy Fee is Included*

*** Notice regarding values:** We are pleased to assist you with your own final determination of the values you decide to insure. Please see Disclaimers pages.



DISCLAIMERS

Notice regarding Values: *The replacement cost determined by this form is an estimate based on average construction costs adjusted for regional differences. Actual replacement cost will be determined at the time of loss and may be impacted by the cost of materials, supplies, labor, ordinances or laws, inflation or other factors. This estimate is not a guarantee of replacement cost. For a more accurate estimate of replacement, contact an architect or contractor.*

Notice regarding Higher Liability Limits: *Your exposure to a liability loss may exceed your limits and even those quoted here. Higher liability limits may be available. Please let us know if you would like additional information or a quote.*

Texas Windstorm Insurance Association (TWIA) / National Flood Insurance Program (NFIP) - State & Federal programs with uniform rates. *Differences in premiums from different agents indicate a difference in coverage and/or rating information. Contact us for an explanation.*

TWIA:

Building & contents deductibles apply separately per occurrence.

*** ICC: Increased Cost of Construction** – *When covered structure is wind/hail damaged and when required by enforcement of any ordinance & laws, pays increased costs incurred to:*

- *Demolish, rebuild or repair wind/hail damaged part of structure to current building codes;*
- *Demolish and rebuild undamaged part of covered structure if required due to wind/hail damage of structure;*
- *Remove or replace portion of undamaged part of structure necessary to repair or replace damaged part.*
- *Increased Cost of Construction to meet current windstorm building codes needed to maintain wind insurance through TWIA.*

* There is no automatic coverage for detached buildings or structures located wholly or partially over water. If coverage is desired for these structures, they must be specifically insured by being listed on the policy with a premium charged.

*Wind-Driven Rain Coverage is not available with TWIA for Commercial Properties.

Minimum Retained Premium applies: For policies effective 9/1/23 and after, when a policy is cancelled by the policyholder, TWIA retains the entire annual premium, unless the policy was cancelled for one of the following reasons: purchase of similar coverage in the private market, death of the policyholder, total loss of the property, or sale of the insured property.

NFIP:

Flood deductibles (building/contents) apply separately.

Flood Insurance policies do not provide coverage for Additional Living Expenses.

30-day waiting period (from date of application and payment to company) if Flood insurance not required by Mortgage Company.



DISCLAIMERS

Our Agency may provide certain services that you request or that are necessary to place or maintain your insurance. Sections 550.001, 4005.003 and 4005.004 of the Texas Insurance Code authorize us to charge a fee for services if we obtain your written consent prior to providing the service or incurring the expense. The fee may be charged in addition to any commission we may receive from the insurance company providing the insurance coverage. This amount will be included in the total premium quoted for this policy.

This is neither a contract nor part of any contract. It is meant as a summary description providing a broad overview of the policy form(s). Coverage under any policy is subject to the specific terms, conditions and exclusions applicable to that policy. You should carefully read all applicable policy forms, endorsements and declarations pages to completely understand the coverage available under any insurance policy.

Consider Acceptance of Funds in Support of the 2024 Women In Industry Conference

Staff requests acceptance of the funds listed below in support of the 7th Women In Industries Conference held on April 3, 2024, at Moody Gardens Hotel, Spa, and Conference Center. This conference provided information about high-wage, high-demand jobs in the petrochemical and construction fields. Participants heard from women in the industry about specific careers and what it takes to obtain a position in that field and get college information regarding classes, financial aid, degrees, and certificates in the petrochemical and construction fields.

Program	Donor	Amount	Source
Women In Industry Conference	Lyondell Chemical Company 1221 McKinney, Suite 300 Houston, TX 77010	\$5,000.00	Electronic Payment 04/24/2024 6900383194
Women In Industry Conference	Dow Chemical Company Global Contributions 1254 Enclave Pkwy Houston, TX 77077	\$5,000.00	Electronic Payment 04/26/2024

Consider Approval of Instructional Agreements for Dual Credit / Early Admissions Enrollment Classes for Academic Year 2024-25 Including Addendums

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

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

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

The effective date of each agreement is contingent upon the approval of the Board of Regents and the governing body of each entity and shall be for the 2024-25 academic year.

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

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

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

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



**Galveston
College**

DUAL CREDIT

INSTRUCTIONAL AGREEMENT

between

Galveston College

and

Galveston Independent School District

INSTRUCTIONAL AGREEMENT

Galveston College (herein as the "College") and Galveston Independent School District, (herein as "GISD") enter into the following Instructional Agreement, evidenced by the following, for the Academic Year 2024-2025.

I. PURPOSE

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

II. DUAL CREDIT PROGRAM GOALS

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

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

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

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

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

III. STUDENT ELIGIBILITY REQUIREMENTS

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

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

IV. LOCATION AND STUDENT COMPOSITION OF CLASSES

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

V. FACULTY SELECTION, SUPERVISION, AND EVALUATION

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

VI. ELIGIBLE COURSES

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

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

VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING

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

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

VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES

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

3. Learning Resources

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

IX. TRANSCRIPTING OF CREDIT

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

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

X. FUNDING

1. College Tuition and Fees.
 - a. The college agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
 - b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
 - c. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
 - d. The College and GISD agree to collaborate to submit applications for the Financial Aid for Swift Transfer (FAST) scholarships for all qualified students.
 - e. GISD agrees to pay for the cost of tuition, fees, textbooks, and required student supplies or to indicate to the College who is responsible for tuition, fees, textbooks, and required student supply items.
 - f. GISD agrees to settle all account receivables with the College within 30 days of the billing date. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 3 of this agreement.
2. Drops and Withdrawals - Tuition and Fee Refunds.
 - a. If for any reason it becomes necessary for a student who has registered for a college class to withdraw or drop the class, the College and GISD agree that it is the responsibility of the student to officially withdraw or drop the college course.

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

XI. TERMS OF THE AGREEMENT

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of the Galveston Independent School District. If so approved, the Agreement shall be for the 2024-2025 academic year.

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

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

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

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

By _____
Dr. W. Myles Shelton, President

Date _____

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

By _____
Dr. Matthew Neighbors, Superintendent

Date _____

ADDENDUM - A

- I. Galveston College will waive all tuition and required fees for eligible students taking dual credit English Composition (ENGL 1301 and ENGL 1302) and United States History (HIST 1301, HIST 1302, HIST 2311 and HIST 2312) classes at Ball High School. For these classes, the class composition shall be 100 percent dual credit students
- II. Students who are enrolled in other dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course). All standard required fees shall be waived not including special course fees such as insurance, student health insurance, Inclusive Access, and exam fees which will be paid by GISD or they will indicate to the College who is responsible for payment.
- III. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
- IV. Galveston College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, at Galveston College, and online.
- V. Galveston College agrees to waive the minimum registration requirements of six (6) credit hours for dual credit students taking classes at the high school, at Galveston College, and online.
- VI. Galveston ISD shall pay to Galveston College an amount equal to the amount that would have been spent for 2024-2025 salary and benefits for the high school English and History teachers who have taught the dual credit English and History classes at Ball High School. Galveston College will invoice the District on a quarterly basis. Payment is due 30 days following receipt of the invoice.
- VII. Galveston College shall use the designated funds to hire two (2) full-time College faculty to teach dual credit English composition and U.S. History classes at Ball High School.
- VIII. In accordance with current rules and guidelines, required college textbooks and materials shall be furnished to the student enrolled in dual credit classes at Galveston ISD at no charge to the student by the School.

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

By _____
Dr. W. Myles Shelton, President

Date _____

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

By _____
Dr. Matthew Neighbors, Superintendent

Date _____

EXHIBIT A

The following is a course equivalency crosswalk of academic and workforce dual credit courses and high school classes.

ACADEMIC COURSE EQUIVALENCY CROSSWALK

High School Course Name	Galveston College Course	Galveston College Course Name	Term Offered
Anatomy & Physiology I	BIOL 2401	Anatomy & Physiology I	FALL
Anatomy & Physiology II	BIOL 2402	Anatomy & Physiology II	SPRING
Art Appreciation	ARTS 1301	Art Appreciation	FALL & SPRING
Biology I	BIOL 1406	General Biology I	FALL
Biology II	BIOL 1407	General Biology II	SPRING
XXXXXXXXXX	BIOL 2401	Anatomy & Physiology I	FALL
XXXXXXXXXX	BIOL 2402	Anatomy & Physiology II	SPRING
Business & Professional Communication	SPCH 1321	Business & Professional Communication.	FALL & SPRING
Calculus I	MATH 2413	Calculus I	FALL
Calculus II	MATH 2414	Calculus II	SPRING
Chemistry I	CHEM 1411	General Chemistry I	FALL
Chemistry II	CHEM 1412	General Chemistry II	SPRING
College Algebra	MATH 1314	College Algebra	FALL
Intro to Criminal Justice	CRIJ 1301	Intro to Criminal Justice	FALL
Court Systems & Practices	CRIJ 1306	Court Systems & Practices	FALL
Correctional Services	CRIJ 2313	Correctional Systems & Practices	SPRING
Police Systems & Practices	CRIJ 2328	Police Systems & Practices	SPRING
English III or IV	ENGL 1301	Composition I	FALL
English III or IV	ENGL 1302	Composition II	SPRING
English IV	ENGL 2322	British Literature I	SPRING
English IV	ENGL 2311	Technical Writing	FALL
Environmental Science I +Lab	ENVR 1301/ENVR 1101	Environmental Science I	FALL

ACADEMIC COURSE EQUIVALENCY CROSSWALK

High School Course Name	Galveston College Course	Galveston College Course Name	Term Offered
Environmental Science II + Lab	ENVR 1302/ ENVR 1102	Environmental Science II	SPRING
Federal Government	GOVT 2305	Federal Government	FALL & SPRING
German III	GERM 1411	Beginning German, I	FALL
German III	GERM 1412	Beginning German II	SPRING
German IV	GERM 2311	Intermediate German I	FALL
German IV	GERM 2312	Intermediate German II	SPRING
Law Enforcement 1	CRIJ 1301	Intro to Criminal Justice	FALL
Law Enforcement 2	CRIJ 2328	Police Systems & Practices	SPRING
Learning Framework	PSYC /EDUC 1300	Learning Framework	FALL & SPRING
Music Appreciation	MUSI 1306	Music Appreciation	FALL & SPRING
Physics I	PHYS 1401	College Physics I	FALL
Physics II	PHSY 1402	College Physics II	SPRING
Pre-Calculus	MATH 2312	Pre-Calculus	SPRING
Psychology	PSYC 2301	General Psychology	FALL & SPRING
Sociology	SOCI 1301	Introductory Sociology	FALL & SPRING
Spanish I	SPAN 1411	Beginning Spanish I	FALL
Spanish II	SPAN 1412	Beginning Spanish II	SPRING
US History I	HIST 1301	US History I	FALL
US History II	HIST 1302	US History II	SPRING
Western Civilization I	HIST 2311	Western Civilization I	FALL
Western Civilization II	HIST 2312	Western Civilization II	SPRING

WORKFORCE COURSE EQUIVALENCY CROSSWALK

(Ms. Edenfield will provide the class title)

Audio Visual Communication	Galveston College Course	Galveston College Course Name	TSI/ Pre-Req	Term Offered
	IMED 1301	Introduction to Digital Media		FALL
	ARTC 1302	Digital Imaging I		SPRING
	ARTV 1351	Digital Video		FALL
	ARTV 2341	Advanced Digital Video		SPRING
	RTVB 1325	TV Studio Production		FALL
	RTVB 1321	TV/Field Video Production		SPRING

WORKFORCE COURSE EQUIVALENCY CROSSWALK

Cosmetology	Galveston College Course	Galveston College Course Name	TSI/ Pre-Req	Term Offered
Intro to Cosmetology	CSME 1501	Orientation to Cosmetology	NONE	FALL
Intro to Cosmetology	CSME1410	Intro to Haircutting & Theory	NONE	FALL
Cosmetology 1	CSME 1354	Artistry of Hair Design	NONE	SPRING
Cosmetology 1	CSME 1543	Manicuring & Theory	NONE	SPRING
Cosmetology 2 + Lab	CSME 1453	Chemical Reformation & Theory	NONE	FALL
Cosmetology 2 + Lab	CSME 2401	Principles of Hair Color & Theory	NONE	FALL
Cosmetology 2 + Lab	CSME 1547	Principles of Skin Care/ Facials	NONE	SPRING
Cosmetology 2 + Lab	CSME 2541	Preparation for State License Exam	NONE	SPRING

Culinary	Galveston College Course	Galveston College Course Name	TSI/ Pre-Req	Term Offered
Principles of Hospitality & Tourism * Articulated Credit	HAMG 1321	Intro to Hospitality Industry	NONE	FALL
Intro to Culinary	CHEF 1205	Sanitation & Safety	NONE	SPRING
Intro to Culinary	IFWA 1217	Food Production/Planning & Culinary Math	NONE	FALL
Culinary Arts	CHEF 1301	Basic Food Preparation	NONE	FALL
Culinary Arts	CHEF 2302	Saucier	NONE	SPRING
Advanced Culinary Arts	CHEF 1302	Principles of Healthy Cuisine	NONE	FALL
Adv. Culinary Arts	PSTR 1301	Fundamentals of Baking	NONE	SPRING

WORKFORCE COURSE EQUIVALENCY CROSSWALK

EMT Basic	Galveston College Course	Galveston College Course Name	TSI/ Pre-Req	Term Offered
Emergency Medical Technician	EMSP 1501	EMT	EMSP 1160	FALL
Emergency Medical Technician	EMSP 1160	Clinical - EMT	EMSP 1501	FALL

Hospitality	Galveston College Course	Galveston College Course Name	TSI/ Pre-Req	Term Offered
Principles of Hospitality & Tourism * Articulated Credit	HAMG 1321	Intro to Hospitality Industry	NONE	FALL
Principles of Hospitality & Tourism * Articulated Credit	CHEF 1205	Sanitation & Safety	NONE	SPRING
Intro to Events & Meeting Planning	HAMG 1313	Front Office Management	NONE	FALL
Intro to Events & Meeting Planning	HAMG 2330	Convention & Group Management Services	NONE	SPRING
Hospitality Services	HAMG 1324	Hospitality HR Management	NONE	FALL
Hospitality Services	HAMG 2188	Internship – Hospitality HR Mgmt.	HAMG 1324	SPRING
Practicum in Hospitality Services	HAMG 2305	Hospitality Management & Leadership	NONE	FALL
Practicum in Hospitality Services	HAMG 2189	Internship- Hospitality Management and Leadership	HAMG 2305	SPRING

WORKFORCE COURSE EQUIVALENCY CROSSWALK

Networking (I.T.)	Galveston College Course	Galveston College Course Name	TSI/ Pre-Req	Term Offered
Networking Plus Lab	ITSC 1425	Personal Computer Hardware	NONE	FALL
Networking Plus Lab	ITNW 1425	Fundamentals of Networking	NONE	SPRING
Practicum In STEM	ITSC 1405	Introduction to PC Operating Systems	NONE	FALL
Practicum in Manufacturing	ITMT 1457	Administering a Windows Serve Operating System	NONE	SPRING

Logistics	Galveston College Course	Galveston College Course Name	TSI/ Pre-Req	Term Offered
Principles of D & L	LMGT 1319	Introduction to Business Logistics	NONE	FALL
Principles of D & L	IBUS 1341	Global Supply Chain Management	NONE	SPRING
Concepts of D & L	LMGT 1321	Introduction to Materials Handling	NONE	FALL
Concepts of D & L	NAUT 1305	Intro to Ships and Shipping	NONE	SPRING
Occupational Safety & Environmental Tech. 1	OSHT 1301	Introduction to Safety and Health	NONE	FALL
Occupational Safety & Environmental Tech. 1	NAUT 1255	Maritime Law and Regulations	NONE	SPRING
Practicum of D & L	LMGT 1425	Warehouse Management	NONE	FALL
Practicum of D & L	NAUT 2310 or NAUT 2415	Seamanship II or Terrestrial Navigation	NONE	FALL
Practicum of D & L	NAUT 1230	Engineering Familiarization	NONE	SPRING
Practicum of D & L	XXXX XXXX	CLT Certification (MSSC)	NONE	SPRING

WORKFORCE COURSE EQUIVALENCY CROSSWALK

Medical Coding & Billing	Galveston College Course	Galveston College Course Name	TSI/ Pre-Req	Term Offered
Medical Terminology	HITT 1305	Medical Terminology	NONE	FALL
Healthcare Management & Administration	HITT 1353	Legal & Ethical Aspects of Health Information	NONE	SPRING
Medical Intervention, Evaluation & Research	HITT 2330	Pathophysiology & Pharmacology	NONE	FALL
Medical Intervention, Evaluation & Research	HITT 1341	Coding and Classification Systems	NONE	SPRING
Healthcare Management & Administration	POFM 1327	Medical Insurance	NONE	FALL
Medical Terminology	MDCA 1309	A & P Medical Assistants	NONE	SPRING

Robotics	Galveston College Course	Galveston College Course Name	TSI/ Pre-Req	Term Offered
ENGR 1201 YEAR 1 * Articulated Credit	ENGR 1201	Introduction to Engineering	MATH 1314	FALL
ENGR 1304 YEAR 1 * Articulated Credit	ENGR 1304	Engineering Graphics	MATH 1314	SPRING
Robotics 1	RBTC 1305	Robotics Fundamentals	NONE	FALL
Robotics 1	ELPT 1221	Introduction to Electrical Safety and Tools	NONE	SPRING
Robotics 2	ELPT 2319	Programmable Logic Controllers	NONE	FALL
Robotics 2	ELMT 2333	Industrial Electronics	NONE	SPRING
Engineering Design & Presentation	RBTC 2339	Robot Programming and Diagnostics	NONE	FALL
Engineering Design & Presentation	DFTG 2319	Intermediate Computer-Aided Drafting	NONE	SPRING

WORKFORCE COURSE EQUIVALENCY CROSSWALK

Welding	Galveston College Course	Galveston College Course Name	TSI/ Pre-Req	Term Offered
Intro to Welding * Articulated Credit	WLDG 1313	Intro Blue Print Reading	NONE	FALL
Freshmen Year 1 * Articulated Credit	WLDG 1407	Intro to Welding Using Multiple Processes	NONE	SPRING
Welding 1	WLDG 1428	Intro to Shielded Metal Arc Welding (SMAW)	NONE	FALL
Welding 1	WLDG 1434	Intro to Gas Tungsten Arc Welding (GTAW)	NONE	SPRING
Welding 2 + Lab	WLDG 2443	Advanced Shield Metal Arc Welding	NONE	FALL
Welding 2 + Lab	WLDG 1435	Intro to Pipe	NONE	SPRING
Practicum in STEM	WLDG 2413	Intermediate Welding Using Multiple Processes	NONE	FALL
Practicum in Manufacturing	WLDG 1317	Introduction to Layout and Fabrication	NONE	SPRING



Galveston College

DUAL CREDIT

MAIN CAMPUS

4015 Avenue Q Galveston, TX 77550

CHARLIE THOMAS FAMILY APPLIED TECHNOLOGY CENTER

7626 Broadway Galveston, TX 77554

PHONE

409-944-4242

WEBSITE

GC.EDU





**Galveston
College**

DUAL CREDIT

INSTRUCTIONAL AGREEMENT

between

Galveston College

and

Hamshire-Fannett Independent School District

INSTRUCTIONAL AGREEMENT

Galveston College (herein as the "College") and Hamshire-Fannett Independent School District, (herein as the "HFISD") enter into the following Instructional Agreement, evidenced by the following, for the Academic Year 2024-2025.

I. PURPOSE

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

II. DUAL CREDIT PROGRAM GOALS

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

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

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

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

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

III. STUDENT ELIGIBILITY REQUIREMENTS

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

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

IV. LOCATION AND STUDENT COMPOSITION OF CLASSES

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

V. FACULTY SELECTION, SUPERVISION, AND EVALUATION

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

VI. ELIGIBLE COURSES

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

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

VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING

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

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

VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES

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

3. Learning Resources

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

IX. TRANSCRIPTING OF CREDIT

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

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

X. FUNDING

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

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

XI. TERMS OF THE AGREEMENT

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of the Hamshire-Fannett Independent School District. If so approved, the Agreement shall be for the 2024-2025 academic year.

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

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

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

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

By _____
Dr. W. Myles Shelton, President

Date _____

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

By _____
Dr. Dwaine K. Augustine, Superintendent

Date _____

ADDENDUM - A

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

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

By _____ Date _____
Dr. W. Myles Shelton, President

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

By _____ Date _____
Dr. Dwaine K. Augustine, Superintendent

APPENDIX- A

GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

High School Course Name	Galveston College Course	Galveston College Course Name	Term Offered
Anatomy & Physiology I	BIOL 2401	Anatomy & Physiology I	FALL
Anatomy & Physiology II	BIOL 2402	Anatomy & Physiology II	SPRING
Biology I	BIOL 1406	General Biology I	FALL
Biology II	BIOL 1407	General Biology II	SPRING
Business & Professional Communication	SPCH 1321	Business & Professional Communication.	FALL & SPRING
Calculus I	MATH 2413	Calculus I	FALL
Calculus II	MATH 2414	Calculus II	SPRING
Chemistry I	CHEM 1411	General Chemistry I	NIGHT or SUMMER
Chemistry II	CHEM 1412	General Chemistry II	NIGHT or SUMMER
College Algebra	MATH 1314	College Algebra	FALL
College Statistics	MATH 1342	Elementary Statistics	FALL
English III or IV	ENGL 1301	Composition I	FALL
English III or IV	ENGL 1302	Composition II	SPRING
English IV	ENGL 2322	British Literature I	SPRING
English IV	ENGL 2311	Technical Writing	FALL
Environmental Science I +Lab	ENVR 1301/ENVR 1101	Environmental Science I	FALL
Environmental Science II + Lab	ENVR 1302/ ENVR 1102	Environmental Science II	SPRING
Federal Government Learning Framework	GOVT 2305	Federal Government Learning Framework	FALL & SPRING
Music Appreciation	PSYC /EDUC 1300	Music Appreciation	FALL & SPRING
Physics I	MUSI 1306	Music Appreciation	FALL & SPRING
Physics II	PHYS 1401	College Physics I	NIGHT or SUMMER
Pre-Calculus	PHYS 1402	College Physics II	NIGHT or SUMMER
Psychology	MATH 2312	Pre-Calculus	SPRING
Sociology	PSYC 2301	General Psychology	FALL & SPRING
US History I	SOCI 1301	Introductory Sociology	FALL & SPRING
US History II	HIST 1301	US History I	FALL
Western Civilization I	HIST 1302	US History II	SPRING
Western Civilization II	HIST 2311	Western Civilization I	FALL
	HIST 2312	Western Civilization II	SPRING
AUDIO VISUAL COMMUNICATION	Galveston College Course	Galveston College Course Name	Term Offered
AV Production I	IMED 1301	Introduction to Digital Media	FALL

AV Production I	ARTC 1302	Digital Imaging, I	SPRING
AV Production II	ARTV 1351	Digital Video	FALL
AV Production II	ARTV 2341	Advanced Digital Video	SPRING
Practicum in AV Production	RTVB 1325	TV Studio Production	FALL
Practicum in AV Production	RTVB 1321	TV/Field Video Production	SPRING

COSMETOLOGY	Galveston College Course	Galveston College Course Name	Term Offered
Intro to Cosmetology	CSME 1501	Orientation to Cosmetology	FALL
Intro to Cosmetology	CSME1410	Intro to Haircutting & Theory	FALL
Cosmetology 1 + Lab	CSME 1354	Artistry of Hair Design	SPRING
Cosmetology 1 + Lab	CSME 1543	Manicuring & Theory	SPRING
Cosmetology 2	CSME 1453	Chemical Reformation & Theory	FALL
Cosmetology 2	CSME 2401	Principles of Hair Color & Theory	FALL
Esthetics	CSME 1547	Principles of Skin Care/ Facials	SPRING
Esthetics	CSME 2541	Preparation for State License Exam	SPRING

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

EMT BASIC	Galveston College Course	Galveston College Course Name	Term Offered
Emergency Medical Technician	EMSP 1501	EMT	FALL
Emergency Medical Technician	EMSP 1160	Clinical - EMT	FALL

HEALTH INFORMATICS	Galveston College Course	Galveston College Course Name	Term Offered
Medical Terminology	HITT 1305	Medical Terminology	FALL
Medical Terminology	HITT 1353	Legal & Ethical Aspects of Health Information	SPRING
Medical Intervention, Evaluation & Research	HITT 2330	Pathophysiology & Pharmacology	FALL
Medical Intervention, Evaluation & Research	MDCA 1309	A & P Medical Assistants	SPRING
Healthcare Management & Administration	POFM 1327	Medical Insurance	FALL
Healthcare Management & Administration	HITT 1341	Coding and Classification	SPRING

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

LOGISTICS	Galveston College Course	Galveston College Course Name	Term Offered
Principles of D & L	LMGT 1319	Introduction to Business Logistics	FALL
Principles of D & L	IBUS 1341	Global Supply Chain Management	SPRING
Concepts of D & L Technology	LMGT 1321	Introduction to Materials Handling	FALL
Concepts of D & L Technology	NAUT 1305	Introduction to Ships and Shipping	SPRING
Occupational Safety & Environmental Tech. I	OSHT 1301	Introduction to Safety and Health	FALL
Occupational Safety &	NAUT 1255	Maritime Law and Regulations	SPRING

Environmental Tech. I			
Practicum of D & L	LMGT 1425	Warehouse and Distribution Center Management	FALL
Practicum of D & L	NAUT 2310	Seamanship II	FALL
Practicum of D & L	NAUT 1230	Marine Engineering Familiarization	SPRING

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

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



DUAL CREDIT
123

MAIN CAMPUS

4015 Avenue Q Galveston, TX 77550

**CHARLIE THOMAS FAMILY
APPLIED TECHNOLOGY CENTER**

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**Galveston
College**

DUAL CREDIT

INSTRUCTIONAL AGREEMENT

between

Galveston College

and

O'Connell College Preparatory School

INSTRUCTIONAL AGREEMENT

Galveston College (herein as the "College") and O'Connell College Preparatory School, a Texas private preparatory school (referred to herein as the "School"), enter into the following Instructional Agreement, evidenced by the following, for the Academic Year 2023-2024.

I. PURPOSE

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

II. DUAL CREDIT PROGRAM GOALS

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

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

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

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

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

III. STUDENT ELIGIBILITY REQUIREMENTS

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

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

IV. LOCATION AND STUDENT COMPOSITION OF CLASSES

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

V. FACULTY SELECTION, SUPERVISION, AND EVALUATION

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

VI. ELIGIBLE COURSES

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

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

VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING

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

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

VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES

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

3. Learning Resources

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

IX. TRANSCRIPTING OF CREDIT

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

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

X. FUNDING

1. College Tuition and Fees.
 - a. The College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
 - b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
 - c. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
 - d. O'Connell Preparatory School agrees to pay for the cost of tuition, fees, textbooks, and required student supplies or to indicate to the College who is responsible for tuition, fees, textbooks, and required student supply items.
 - e. The College and O'Connell Preparatory School agree that tuition and fees which are to be paid by the student are due and payable in full at the time of registration. If O'Connell Preparatory School alone is to be responsible for payment of a student's tuition and fees, the College agrees to bill O'Connell Preparatory School immediately following registration. O'Connell Preparatory School agrees to settle all account receivables with the College within 30 days of the billing date.
 - f. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 3 of this agreement.
3. Drops and Withdrawals - Tuition and Fee Refunds.
 - a. If for any reason it becomes necessary¹³³ for a student who has registered for

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

XI. TERMS OF THE AGREEMENT

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of the O’Connell Preparatory School. If so approved, the Agreement shall be for the 2023-2024 academic year.

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

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

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

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

By _____ Date _____
Dr. W. Myles Shelton, President

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

By _____ Date _____
Ms. Patti Abbott, Principal

ADDENDUM - A

- I. Students who are enrolled in other dual credit classes, regardless of location or mode of instruction, shall pay \$50 per semester hour (\$150 per 3 semester hour course or \$200 per 4 semester hour course). All standard required fees shall be waived not including special course fees such as insurance, student health insurance, Inclusive Access, and exam fees which will be paid by the School or they will indicate to the College who is responsible for payment.
- II. Standard required fees include building use, student services, registration, lab, distance education, and general services fees.
- III. Galveston College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, at Galveston College, and online.
- IV. Galveston College agrees to waive the minimum registration requirements of six (6) credit hours for dual credit students taking classes at the high school, at Galveston College, and online.
- V. Early admission academic courses or dual credit workforce courses/programs located on the campus of Galveston College shall be charged at the regular in-district tuition and fee rates established by the College.
- VI. In accordance with current rules and guidelines, required college textbooks and materials shall be furnished to the student enrolled in dual credit classes at O'Connell College Preparatory at no charge by the School.

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

By _____
Dr. W. Myles Shelton, President

Date _____

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

By _____
Ms. Patti Abbott, Principal

Date _____

APPENDIX- A

GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

High School Course Name	Galveston College Course	Galveston College Course Name	Term Offered
Anatomy & Physiology I	BIOL 2401	Anatomy & Physiology I	FALL
Anatomy & Physiology II	BIOL 2402	Anatomy & Physiology II	SPRING
Biology I	BIOL 1406	General Biology I	FALL
Biology II	BIOL 1407	General Biology II	SPRING
Business & Professional Communication	SPCH 1321	Business & Professional Communication.	FALL & SPRING
Calculus I	MATH 2413	Calculus I	FALL
Calculus II	MATH 2414	Calculus II	SPRING
Chemistry I	CHEM 1411	General Chemistry I	NIGHT or SUMMER
Chemistry II	CHEM 1412	General Chemistry II	NIGHT or SUMMER
College Algebra	MATH 1314	College Algebra	FALL
College Statistics	MATH 1342	Elementary Statistics	FALL
English III or IV	ENGL 1301	Composition I	FALL
English III or IV	ENGL 1302	Composition II	SPRING
English IV	ENGL 2322	British Literature I	SPRING
English IV	ENGL 2311	Technical Writing	FALL
Environmental Science I +Lab	ENVR 1301/ENVR 1101	Environmental Science I	FALL
Environmental Science II + Lab	ENVR 1302/ ENVR 1102	Environmental Science II	SPRING
Federal Government	GOVT 2305	Federal Government	FALL & SPRING
German III	GERM 1411	Beginning German I	FALL
German III	GERM 1412	Beginning German II	SPRING
German IV	GERM 2311	Intermediate German I	FALL
German IV	GERM 2312	Intermediate German II	SPRING
Learning Framework	PSYC /EDUC 1300	Learning Framework	FALL & SPRING
Music Appreciation	MUSI 1306	Music Appreciation	FALL & SPRING
Physics I	PHYS 1401	College Physics I	NIGHT or SUMMER
Physics II	PHSY 1402	College Physics II	NIGHT or SUMMER
Pre-Calculus	MATH 2312	Pre-Calculus	SPRING
Psychology	PSYC 2301	General Psychology	FALL & SPRING
Sociology	SOCI 1301	Introductory Sociology	FALL & SPRING
US History I	HIST 1301	US History I	FALL
US History II	HIST 1302	US History II	SPRING
Western Civilization I	HIST 2311	Western Civilization I	FALL
Western Civilization II	HIST 2312	Western Civilization II	SPRING

AUDIO VISUAL COMMUNICATION	Galveston College Course	Galveston College Course Name	Term Offered
AV Production I	IMED 1301	Introduction to Digital Media	FALL

AV Production I	ARTC 1302	Digital Imaging, I	SPRING
AV Production II	ARTV 1351	Digital Video	FALL
AV Production II	ARTV 2341	Advanced Digital Video	SPRING
Practicum in AV Production	RTVB 1325	TV Studio Production	FALL
Practicum in AV Production	RTVB 1321	TV/Field Video Production	SPRING

COSMETOLOGY	Galveston College Course	Galveston College Course Name	Term Offered
Intro to Cosmetology	CSME 1501	Orientation to Cosmetology	FALL
Intro to Cosmetology	CSME1410	Intro to Haircutting & Theory	FALL
Cosmetology 1 + Lab	CSME 1354	Artistry of Hair Design	SPRING
Cosmetology 1 + Lab	CSME 1543	Manicuring & Theory	SPRING
Cosmetology 2	CSME 1453	Chemical Reformation & Theory	FALL
Cosmetology 2	CSME 2401	Principles of Hair Color & Theory	FALL
Esthetics	CSME 1547	Principles of Skin Care/ Facials	SPRING
Esthetics	CSME 2541	Preparation for State License Exam	SPRING

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

EMT BASIC	Galveston College Course	Galveston College Course Name	Term Offered
Emergency Medical Technician	EMSP 1501	EMT	FALL
Emergency Medical Technician	EMSP 1160	Clinical - EMT	FALL

HEALTH INFORMATICS	Galveston College Course	Galveston College Course Name	Term Offered
Medical Terminology	HITT 1305	Medical Terminology	FALL
Medical Terminology	HITT 1353	Legal & Ethical Aspects of Health Information	SPRING
Medical Intervention, Evaluation & Research	HITT 2330	Pathophysiology & Pharmacology	FALL
Medical Intervention, Evaluation & Research	MDCA 1309	A & P Medical Assistants	SPRING
Healthcare Management & Administration	POFM 1327	Medical Insurance	FALL
Healthcare Management & Administration	HITT 1341	Coding and Classification	SPRING

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

LOGISTICS	Galveston College Course	Galveston College Course Name	Term Offered
Principles of D & L	LMGT 1319	Introduction to Business Logistics	FALL
Principles of D & L	IBUS 1341	Global Supply Chain Management	SPRING
Concepts of D & L Technology	LMGT 1321	Introduction to Materials Handling	FALL
Concepts of D & L Technology	NAUT 1305	Introduction to Ships and Shipping	SPRING
Occupational Safety &	OSHT 1301	Introduction to Safety and Health	FALL

Environmental Tech. I			
Occupational Safety & Environmental Tech. I	NAUT 1255	Maritime Law and Regulations	SPRING
Practicum of D & L	LMGT 1425	Warehouse and Distribution Center Management	FALL
Practicum of D & L	NAUT 2310	Seamanship II	FALL
Practicum of D & L	NAUT 1230	Marine Engineering Familiarization	SPRING

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

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



Galveston College

DUAL CREDIT

MAIN CAMPUS

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**Galveston
College**

DUAL CREDIT

INSTRUCTIONAL AGREEMENT

between

Galveston College

and

Odyssey Academy

INSTRUCTIONAL AGREEMENT

Galveston College (herein as the "College") and Odyssey Academy, a Texas public charter district (referred to herein as the "School"), enter into the following Instructional Agreement, evidenced by the following, for the Academic Year 2024-2025.

I. PURPOSE

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

II. DUAL CREDIT PROGRAM GOALS

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

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

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

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

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

III. STUDENT ELIGIBILITY REQUIREMENTS

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

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

IV. LOCATION AND STUDENT COMPOSITION OF CLASSES

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

V. FACULTY SELECTION, SUPERVISION, AND EVALUATION

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

VI. ELIGIBLE COURSES

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

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

VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING

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

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

VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES

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

3. Learning Resources

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

IX. TRANSCRIPTING OF CREDIT

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

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

X. FUNDING

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

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

XI. TERMS OF THE AGREEMENT

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of Odyssey Academy. If so approved, the Agreement shall be for the 2024-2025 academic year.

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

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

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

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

By _____
Dr. W. Myles Shelton, President

Date _____

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

By _____
Dr. Jennifer Goodman, Superintendent

Date _____

ADDENDUM - A

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

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

By _____ Date _____
Dr. W. Myles Shelton, President

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

By _____ Date _____
Dr. Jennifer Goodman, Superintendent

APPENDIX- A

GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

High School Course Name	Galveston College Course	Galveston College Course Name	Term Offered
Anatomy & Physiology I	BIOL 2401	Anatomy & Physiology I	FALL
Anatomy & Physiology II	BIOL 2402	Anatomy & Physiology II	SPRING
Biology I	BIOL 1406	General Biology I	FALL
Biology II	BIOL 1407	General Biology II	SPRING
Business & Professional Communication	SPCH 1321	Business & Professional Communication.	FALL & SPRING
Calculus I	MATH 2413	Calculus I	FALL
Calculus II	MATH 2414	Calculus II	SPRING
Chemistry I	CHEM 1411	General Chemistry I	NIGHT or SUMMER
Chemistry II	CHEM 1412	General Chemistry II	NIGHT or SUMMER
College Algebra	MATH 1314	College Algebra	FALL
College Statistics	MATH 1342	Elementary Statistics	FALL
English III or IV	ENGL 1301	Composition I	FALL
English III or IV	ENGL 1302	Composition II	SPRING
English IV	ENGL 2322	British Literature I	SPRING
English IV	ENGL 2311	Technical Writing	FALL
Environmental Science I +Lab	ENVR 1301/ENVR 1101	Environmental Science I	FALL
Environmental Science II + Lab	ENVR 1302/ ENVR 1102	Environmental Science II	SPRING
Federal Government Learning Framework	GOVT 2305	Federal Government Learning Framework	FALL & SPRING
Music Appreciation	PSYC /EDUC 1300	Music Appreciation	FALL & SPRING
Physics I	MUSI 1306	Music Appreciation	FALL & SPRING
Physics II	PHYS 1401	College Physics I	NIGHT or SUMMER
Pre-Calculus	PHYS 1402	College Physics II	NIGHT or SUMMER
Psychology	MATH 2312	Pre-Calculus	SPRING
Sociology	PSYC 2301	General Psychology	FALL & SPRING
US History I	SOCI 1301	Introductory Sociology	FALL & SPRING
US History II	HIST 1301	US History I	FALL
Western Civilization I	HIST 1302	US History II	SPRING
Western Civilization II	HIST 2311	Western Civilization I	FALL
	HIST 2312	Western Civilization II	SPRING
AUDIO VISUAL COMMUNICATION	Galveston College Course	Galveston College Course Name	Term Offered
AV Production I	IMED 1301	Introduction to Digital Media	FALL

AV Production I	ARTC 1302	Digital Imaging, I	SPRING
AV Production II	ARTV 1351	Digital Video	FALL
AV Production II	ARTV 2341	Advanced Digital Video	SPRING
Practicum in AV Production	RTVB 1325	TV Studio Production	FALL
Practicum in AV Production	RTVB 1321	TV/Field Video Production	SPRING

COSMETOLOGY	Galveston College Course	Galveston College Course Name	Term Offered
Intro to Cosmetology	CSME 1501	Orientation to Cosmetology	FALL
Intro to Cosmetology	CSME1410	Intro to Haircutting & Theory	FALL
Cosmetology 1 + Lab	CSME 1354	Artistry of Hair Design	SPRING
Cosmetology 1 + Lab	CSME 1543	Manicuring & Theory	SPRING
Cosmetology 2	CSME 1453	Chemical Reformation & Theory	FALL
Cosmetology 2	CSME 2401	Principles of Hair Color & Theory	FALL
Esthetics	CSME 1547	Principles of Skin Care/ Facials	SPRING
Esthetics	CSME 2541	Preparation for State License Exam	SPRING

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

EMT BASIC	Galveston College Course	Galveston College Course Name	Term Offered
Emergency Medical Technician	EMSP 1501	EMT	FALL
Emergency Medical Technician	EMSP 1160	Clinical - EMT	FALL

HEALTH INFORMATICS	Galveston College Course	Galveston College Course Name	Term Offered
Medical Terminology	HITT 1305	Medical Terminology	FALL
Medical Terminology	HITT 1353	Legal & Ethical Aspects of Health Information	SPRING
Medical Intervention, Evaluation & Research	HITT 2330	Pathophysiology & Pharmacology	FALL
Medical Intervention, Evaluation & Research	MDCA 1309	A & P Medical Assistants	SPRING
Healthcare Management & Administration	POFM 1327	Medical Insurance	FALL
Healthcare Management & Administration	HITT 1341	Coding and Classification	SPRING

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

LOGISTICS	Galveston College Course	Galveston College Course Name	Term Offered
Principles of D & L	LMGT 1319	Introduction to Business Logistics	FALL
Principles of D & L	IBUS 1341	Global Supply Chain Management	SPRING
Concepts of D & L Technology	LMGT 1321	Introduction to Materials Handling	FALL
Concepts of D & L Technology	NAUT 1305	Introduction to Ships and Shipping	SPRING
Occupational Safety & Environmental Tech. I	OSHT 1301	Introduction to Safety and Health	FALL
Occupational Safety &	NAUT 1255	Maritime Law and Regulations	SPRING

Environmental Tech. I			
Practicum of D & L	LMGT 1425	Warehouse and Distribution Center Management	FALL
Practicum of D & L	NAUT 2310	Seamanship II	FALL
Practicum of D & L	NAUT 1230	Marine Engineering Familiarization	SPRING

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

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



DUAL CREDIT
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MAIN CAMPUS

4015 Avenue Q Galveston, TX 77550

**CHARLIE THOMAS FAMILY
APPLIED TECHNOLOGY CENTER**

7626 Broadway Galveston, TX 77554

PHONE

409-944-4242

WEBSITE

GC.EDU





**Galveston
College**

DUAL CREDIT

INSTRUCTIONAL AGREEMENT

between

Galveston College

and

Upward Hope Academy

INSTRUCTIONAL AGREEMENT

Galveston College (herein as the "College") and Upward Hope Academy, a Texas private preparatory school (herein as the "School") enter into the following Instructional Agreement, evidenced by the following, for the Academic Year 2024-2025.

I. PURPOSE

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

II. DUAL CREDIT PROGRAM GOALS

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

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

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

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

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

III. STUDENT ELIGIBILITY REQUIREMENTS

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

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

IV. LOCATION AND STUDENT COMPOSITION OF CLASSES

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

V. FACULTY SELECTION, SUPERVISION, AND EVALUATION

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

VI. ELIGIBLE COURSES

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

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

VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING

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

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

VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES

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

3. Learning Resources

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

IX. TRANSCRIPTING OF CREDIT

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

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

X. FUNDING

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

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

XI. TERMS OF THE AGREEMENT

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of the Upward Hope Academy. If so approved, the Agreement shall be for the 2024-2025 academic year.

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

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

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

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

By _____
Dr. W. Myles Shelton, President

Date _____

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

By _____
Ms. Kathy Whatley, Principal

Date _____

ADDENDUM - A

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

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

By _____
Dr. W. Myles Shelton, President

Date _____

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

By _____
Ms. Kathy Whatley, Principal

Date _____

APPENDIX- A

GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

High School Course Name	Galveston College Course	Galveston College Course Name	Term Offered
Anatomy & Physiology I	BIOL 2401	Anatomy & Physiology I	FALL
Anatomy & Physiology II	BIOL 2402	Anatomy & Physiology II	SPRING
Biology I	BIOL 1406	General Biology I	FALL
Biology II	BIOL 1407	General Biology II	SPRING
Business & Professional Communication	SPCH 1321	Business & Professional Communication.	FALL & SPRING
Calculus I	MATH 2413	Calculus I	FALL
Calculus II	MATH 2414	Calculus II	SPRING
Chemistry I	CHEM 1411	General Chemistry I	NIGHT or SUMMER
Chemistry II	CHEM 1412	General Chemistry II	NIGHT or SUMMER
College Algebra	MATH 1314	College Algebra	FALL
College Statistics	MATH 1342	Elementary Statistics	FALL
English III or IV	ENGL 1301	Composition I	FALL
English III or IV	ENGL 1302	Composition II	SPRING
English IV	ENGL 2322	British Literature I	SPRING
English IV	ENGL 2311	Technical Writing	FALL
Environmental Science I +Lab	ENVR 1301/ENVR 1101	Environmental Science I	FALL
Environmental Science II + Lab	ENVR 1302/ ENVR 1102	Environmental Science II	SPRING
Federal Government Learning Framework	GOVT 2305	Federal Government Learning Framework	FALL & SPRING
Music Appreciation	PSYC /EDUC 1300	Music Appreciation	FALL & SPRING
Physics I	MUSI 1306	Music Appreciation	FALL & SPRING
Physics II	PHYS 1401	College Physics I	NIGHT or SUMMER
Pre-Calculus	PHYS 1402	College Physics II	NIGHT or SUMMER
Psychology	MATH 2312	Pre-Calculus	SPRING
Sociology	PSYC 2301	General Psychology	FALL & SPRING
US History I	SOCI 1301	Introductory Sociology	FALL & SPRING
US History II	HIST 1301	US History I	FALL
Western Civilization I	HIST 1302	US History II	SPRING
Western Civilization II	HIST 2311	Western Civilization I	FALL
	HIST 2312	Western Civilization II	SPRING
AUDIO VISUAL COMMUNICATION	Galveston College Course	Galveston College Course Name	Term Offered
AV Production I	IMED 1301	Introduction to Digital Media	FALL

AV Production I	ARTC 1302	Digital Imaging, I	SPRING
AV Production II	ARTV 1351	Digital Video	FALL
AV Production II	ARTV 2341	Advanced Digital Video	SPRING
Practicum in AV Production	RTVB 1325	TV Studio Production	FALL
Practicum in AV Production	RTVB 1321	TV/Field Video Production	SPRING

COSMETOLOGY	Galveston College Course	Galveston College Course Name	Term Offered
Intro to Cosmetology	CSME 1501	Orientation to Cosmetology	FALL
Intro to Cosmetology	CSME1410	Intro to Haircutting & Theory	FALL
Cosmetology 1 + Lab	CSME 1354	Artistry of Hair Design	SPRING
Cosmetology 1 + Lab	CSME 1543	Manicuring & Theory	SPRING
Cosmetology 2	CSME 1453	Chemical Reformation & Theory	FALL
Cosmetology 2	CSME 2401	Principles of Hair Color & Theory	FALL
Esthetics	CSME 1547	Principles of Skin Care/ Facials	SPRING
Esthetics	CSME 2541	Preparation for State License Exam	SPRING

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

EMT BASIC	Galveston College Course	Galveston College Course Name	Term Offered
Emergency Medical Technician	EMSP 1501	EMT	FALL
Emergency Medical Technician	EMSP 1160	Clinical - EMT	FALL

HEALTH INFORMATICS	Galveston College Course	Galveston College Course Name	Term Offered
Medical Terminology	HITT 1305	Medical Terminology	FALL
Medical Terminology	HITT 1353	Legal & Ethical Aspects of Health Information	SPRING
Medical Intervention, Evaluation & Research	HITT 2330	Pathophysiology & Pharmacology	FALL
Medical Intervention, Evaluation & Research	MDCA 1309	A & P Medical Assistants	SPRING
Healthcare Management & Administration	POFM 1327	Medical Insurance	FALL
Healthcare Management & Administration	HITT 1341	Coding and Classification	SPRING

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

LOGISTICS	Galveston College Course	Galveston College Course Name	Term Offered
Principles of D & L	LMGT 1319	Introduction to Business Logistics	FALL
Principles of D & L	IBUS 1341	Global Supply Chain Management	SPRING
Concepts of D & L Technology	LMGT 1321	Introduction to Materials Handling	FALL
Concepts of D & L Technology	NAUT 1305	Introduction to Ships and Shipping	SPRING
Occupational Safety & Environmental Tech. I	OSHT 1301	Introduction to Safety and Health	FALL
Occupational Safety &	NAUT 1255	Maritime Law and Regulations	SPRING

Environmental Tech. I			
Practicum of D & L	LMGT 1425	Warehouse and Distribution Center Management	FALL
Practicum of D & L	NAUT 2310	Seamanship II	FALL
Practicum of D & L	NAUT 1230	Marine Engineering Familiarization	SPRING

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

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



Galveston College

DUAL CREDIT

MAIN CAMPUS

4015 Avenue Q Galveston, TX 77550

CHARLIE THOMAS FAMILY APPLIED TECHNOLOGY CENTER

7626 Broadway Galveston, TX 77554

PHONE

409-944-4242

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GC.EDU

