



## **Notice/Agenda of Regular Meeting (Appomattox)**

**The Board of Trustees  
College of the Mainland  
Appomattox Meeting Room  
Friday, December 11, 2015  
1501 North Amburn Road, Suite 4  
Texas City, Texas 77591**

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A Regular Meeting (Appomattox) of the Board of Trustees of College of the Mainland will be held Friday, December 11, 2015, beginning at 10:00 AM in the Appomattox Meeting Room.

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

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

1. Call to Order
2. Pledge of Allegiance (American Flag), Texas Pledge, & a Moment of Silence
3. Roll Call & Determination of Quorum
4. Discussion and Possible Action on Recognition of Donation from Marathon Petroleum
5. Comments from the Community

Note: A citizen desiring to appear before the Board of Trustees shall complete an application with the Board Clerk prior to the start of the meeting and shall indicate the topic about which they wish to speak. Time allotted each citizen or organization shall be limited to five minutes. Delegations of more than five (5) persons shall appoint one person to present their views before the Board. Let me also note that the Board may stop any speaker who makes complaints or charges or personal attacks against any specific trustee or employee and require that speaker to resume his or her comments only in closed session as permitted under the personnel exception to the Texas Open Meetings Act. We appreciate your concerns. If the matter(s) you raise are not included on the board agenda, state law, specifically the Texas Open Meetings Act, prohibits the Board from discussing, commenting on or taking action on these issues at this board meeting. However, a member of the administration will follow up with you. Thank you.

- A. Students
- B. Employees

C. Other Citizens

6. Minutes

A. Discussion of and Possible Action on the Minutes of Monday, October 26, 2015  
Full Board

B. Discussion and Possible Action on the Minutes of Monday, November 23, 2015  
Special Called Meeting

7. Consent Agenda Items

A. Approved Items from the Finance/Audit Committee

1. Discussion and Possible Action on the Purchase of Equipment for Instructional Networking Program

2. Consideration of and Possible Action on the Minutes of Monday, October 26, 2015

3. Discussion and Possible Acceptance of the following Reports and other Items from the Internal Audit Director: AR2016-01, Board of Trustees Chair – FY 2015 Travel Expenses; AR2016-02, Finance Audit Committee Chair – FY 2015 Travel Expenses; AR2016-03, President – FY 2015 Travel Expenses; AR2016-04, Contract Administration; AR2016-05, Follow-Up Procedures & Reporting as of November 25, 2015; CR2016-03, Oversight of Student Life Events; CR2016-04, Processing Board Travel Expenses; Audit Activity as of November 25, 2015

a. AR2016-01 Board of Trustees Chair - FY 2015 Travel Expenses

b. AR2016-02 Finance Audit Committee Chair - FY 2015 Travel Expenses

c. AR2016-03 President - FY 2015 Travel Expenses

d. AR2016-04 Contract Administration

e. AR2016-05 Follow-Up Procedures & Reporting as of November 25, 2015

f. CR2016-03 Oversight of Student Life Events

g. CR2016-04 Processing Board Travel Expenses

h. Audit Activity as of November 25, 2015

4. Discussion and Possible Action on the 2014-15 Annual Financial and Compliance Report

B. Approved Items from the Policy Committee

1. Consideration of and Possible Action on the Minutes of Monday, October 26, 2015

2. Local Policy Revision(s)

a. Discussion and Possible Action on the Revision of Policy CGD (LOCAL) – Safety Program – Fire Prevention

b. Discussion and Possible Action on the Revision of Policy CHA (LOCAL) – Site Management - Security

c. Discussion and Possible Action on the Revision of Policy DH (LOCAL) – Employee Standards of Conduct

d. Discussion and Possible Action on the Revision of Policy GFA (LOCAL) – Community Use of College District Facilities – Conduct on College District Premises

e. Discussion and Possible Action of the Annual Review and Approval of College of the Mainland's Investment Policy, Investment Strategy, and Annual Appointment of Investment Officers  
CAK(LEGAL) & CAK(LOCAL)

f. Discussion and Possible Action on Revisions to Article I, Section 4 of the Board Bylaws  
Article I, Section 4

C. Approved Items from the Human Resources Committee

1. Consideration of and Possible Action on the Minutes of Monday, October 26, 2015
2. Consideration of and Possible Action on Appointment Nomination(s)
  - a. Discussion and Possible Action on Appointment of Assistant Professor of Nursing (ADN)  
Tanya Bell, Assistant Professor of Nursing (ADN), Nursing/Allied Health Careers Department
  - b. Discussion and Possible Action on Appointment of Academic Advisor  
Erin Brucia, Academic Advisor, Student Success Center
  - c. Discussion and Possible Action on Appointment of Assistant Professor of Vocational Nursing  
Cynthia Fletcher, Assistant Professor of Vocational Nursing, Nursing/Allied Health Careers Department
  - d. Discussion and Possible Action on Appointment of ADN Program Coordinator/Faculty  
Jennifer Kelly, ADN Program Coordinator/Faculty, Nursing Department
  - e. Discussion and Possible Action on Appointment of Assistant Professor of Biology  
Candice Ratley, Assistant Professor of Biology, Math/Science Department
3. Consideration of and Possible Action on Tenure File(s)
  - a. Discussion and Possible Action on Granting of Tenure to LaWanda Franks, Assistant Professor of Psychology
  - b. Discussion and Possible Action on Granting of Tenure to Kristy Peet, Assistant Professor of Photography
8. Consideration of and Possible Acceptance of Investment Report
  - A. October 2015
9. Consideration of and Possible Action on Monthly Financial Report
  - A. September 2015
10. Discussion and Possible Action on Galveston Central Appraisal District (GCAD) Board Member Election
11. Board Report
  - A. Report on Trustees Dickson and Waters' Satisfaction of Financial Training Requirement
  - B. Miscellaneous Updates from Board Chair
12. President's Report
  - A. Miscellaneous Updates from Dr. Lewis
13. Adjournment to closed or executive session pursuant to Texas Government Code Sections 551.071, 551.072, and 551.074, the Open Meetings Act, for the following purposes:
  - A. Legal Matters
    1. Consultation with legal counsel concerning matters on which the attorney's duty to the System under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Laws.
    2. Consultation with Legal Counsel on Pending Legal Matters
  - B. Personnel Matters
    1. Deliberate Individual/Faculty/Administration Classified Staff
    2. Deliberate the appointment, employment, evaluation, reassignment, duties, leave, discipline, contract status, or dismissal or to hear complaints or charges against the president, employees or board members.
  - C. Real Estate and Property Matters

1. Deliberate the purchase, exchange, lease, or value of real property for Agenda items if deliberation in an open meeting would have a detrimental effect on negotiations.

2. Discussion of Potential Real Estate Purchase(s)

#### 14. Additional Closed or Executive Session Authority

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

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

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

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

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

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

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

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

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

A. The open meeting covered by this Notice upon the reconvening of the public meeting, or

B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

#### 15. Reconvene in Open Meeting

#### 16. Possible Action on Agenda Items, Including Closed Session Matters

#### 17. Adjourn

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*If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board reserves the right to conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E, including but not limited to the following provisions; 1)Section 551.071-consultation with attorney, 2)Section 551.072-deliberation regarding real property, 3) Section 551.073-deliberation regarding prospective gifts, 4)Section 551.074-deliberation regarding personnel*

*matters, and/or complaints against school personnel, 5)Section 551.082-deliberation regarding student disciplinary matters and/or complaints against personnel and/or, 6)Section 551.087-deliberation regarding economic development negotiations. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.*

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on, Friday, December 4, 2015 4:00 P.M..



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Rosie E. Rojas  
Board Clerk