



## **Notice/Agenda of Committee Meetings**

**The Board of Trustees  
College of the Mainland  
Texas City – La Marque Chamber Office  
Monday, August 27, 2018  
9702 Emmett F Lowry Expy,  
Texas City, TX 77591**

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The Committee Meetings of the Board of Trustees of College of the Mainland will be held Monday, August 27, 2018, beginning at 9:00 AM in the Texas City - La Marque Chamber Office.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

### **1. Finance/Audit Committee**

A. Call to Order - Rachel Delgado, Chair

B. Consideration of and Possible Action on the Minutes of Monday, July 23, 2018

C. Consideration of and Possible Adoption of the College of the Mainland "Fiscal Analysis and Budget" as Presented by the Administration for Academic/Fiscal Year 2018-2019

D. Discussion of Tax Rate for 2018

E. Office Depot Solutions

1. Consideration of and Possible Approval to Award Contract 19-07 to Office Depot Solutions for the Purchase of Office Supplies in an Amount Not-to-Exceed \$85,000 to be Paid from FY19 Operating Budget

2. Consideration of and Possible Action on the Award of Contract 19-08 to Office Depot Solutions for the Purchase of Printing and Document Copy Services in an Amount Not-to-Exceed \$65,000 to be Paid from FY19 Operation Budget

F. Facilities/Maintenance Contract Renewals

1. Consideration of and Possible Approval of the Extension of Contract 16-05 for Plumbing & Utility Repair Services in an Amount Not-to-Exceed \$45,000 to be Paid from the FY19 Operating Budget

2. Consideration of and Possible Action on Approval of Award of Contract 18-10 to Grainger for the Purchase of Janitorial and Maintenance Supplies for an Amount Not-to-Exceed \$75,000 to be Paid from FY19 Operating Budget

3. Consideration of and Possible Action on Approval of the Extension of Contract 16-04 for Campus Removal & Replacement of Acoustical Ceiling Tile Services for a Not-to-Exceed Amount of \$20,000 to be Paid from the FY19 Operating Budget

4. Consideration of and Possible Approval of Extension of Contract 16-03 for Drywall, Paint

& Carpentry Services for Not-to-Exceed Amount of \$45,000 to be Paid from the FY19 Operating Budget

5. Consideration of and Possible Action on Renewal of Contract 16-24 for Landscaping Services for a Not-to-Exceed Amount of \$55,000 to be Paid from the FY19 Operating Budget

G. Consideration of and Possible Action on Award of Contract 19-03 to Coastal Welding Supply for Welding Gases & Supplies in an Amount Not-to-Exceed \$135,000 to be Paid from FY19 Operating Budget

H. Consideration of and Possible Action on the Renewal of Contract 18-18 for Blackboard Software for a Not-to-Exceed Amount of \$290,000 to be Paid from Title V Grant Funds and FY19 Operating Budget

I. Consideration of and Possible Action on the Approval to Renew the Ellucian Colleague Annual Maintenance Agreement in an Amount Not-to-Exceed \$401,162

J. Consideration of and Possible Approval of the Use of Fund Balance for a Not-to-Exceed \$400,000 for Furniture Purchases from Facility Interiors. It is the Intent to reimburse Fund Balance with Contingency Funds Remaining from the architect and Contract Manager at Risk Fees Allocated to the Maintenance Tax Note Projects

K. Consideration of and Possible Acceptance of the Workers' Compensation & Unemployment Insurance Renewal Proposal from TASB Risk Management in the Amount of \$137,412 & \$57,820 Respectively

L. Consideration of and Possible Approval of the Renewal of Contract 18-07 with Weaver & Tidwell in an Amount Not-to-Exceed \$150,000 Annually

M. Internal Auditor Report(s)

1. Consideration of and Possible Acceptance of the Internal Audit Report on Information Technology Services

2. Consideration of and Possible Approval of the Annual Internal Audit Report

2. Human Resources Committee

A. Call to Order - Bennie Matthews, Chair

B. Consideration of and Possible Action on the Minutes of Monday, July 23, 2018

C. Consideration of and Possible Adoption of the 2018-2019 Compensation Plan as Presented by the Administration for Academic/Fiscal Year 2018-19

D. Appointment Nomination(s)

1. Consideration of and Possible Action on the Appointment of Sara Chippewa-Garcia to the Position of Assistant Professor of Nursing-ADN, Nursing Department

2. Consideration of and Possible Action on the Appointment of Deborah George to the Position of Associate Degree Nursing Faculty, Nursing Department

3. Consideration of and Possible Action on the Appointment of Ronald LeVick to the Position of Chief Information Officer, Information Technology Services Department

4. Consideration of and Possible Action on the Appointment of George Njoku to the Position of Faculty - Occupational Safety & Health Technology, Industrial Careers Department

5. Consideration of and Possible Action on the Appointment of Janet Parrish to the Position of Associate Dean of Continuing Education, Continuing Education Department

6. Consideration of and Possible Action on the Appointment of Elizabeth Richards to the Position of Director of Tutoring Center, Tutoring Center

7. Consideration of and Possible Action on the Appointment of Sonia Robinson to the Position of Teacher - Lab School Child Care, Child Lab School Department

8. Consideration of and Possible Action on the Appointment of Bernard Scott to the Position

of Assistant Professor of Nursing - Vocational Nursing, Nursing Department

9. Consideration of and Possible Action on the Appointment of Bridgett Simmons to the Position of Teacher - Lab School Child care, Child Lab School Department

10. Consideration of and Possible Action on the Appointment of Robert Wright to the Position of Executive Director of Marketing & Public Affairs, Marketing & Communications Department

E. Consideration of and Possible Acceptance of Non-Contractual Positions Hiring Report

3. Policy Committee

A. Call to Order - Rosalie Kettler, Chair

B. Consideration of and Possible Action on the Minutes of Monday, July 23, 2018

C. Consideration of and Possible Action on the Revision(s) of Local Policies

1. ECC(LOCAL) - Instructional Arrangements - Course Load and Schedules

4. 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, Wednesday, August 22, 2018, 3:00 P.M..

**Building & Grounds Committee:**

Don Gartman, Chair  
Alan Waters  
Rosalie Kettler

**Human Resources Committee:**

Bennie Matthews, Chair  
Rachel Delgado  
Melissa Skipworth

**Finance/ Audit Committee:**

Rachel Delgado, Chair  
Alan Waters  
Kyle Dickson

**Policy Committee:**

Rosalie Kettler, Chair  
Kyle Dickson  
Don Gartman



Rosie E. Rojas  
Board Clerk