



## **Notice/Agenda of June 2021 Regular BOT Meeting**

**The Board of Trustees  
College of the Mainland  
Administration Boardroom Rm 129  
Monday, June 28, 2021  
1200 Amburn Road  
Texas City, TX 77591**

June 2021 Regular BOT Meeting of the Board of Trustees of College of the Mainland will be held Monday, June 28, 2021, beginning at 1:30 PM in the Administration Boardroom (Room 129 - New Administration Building), 1200 Amburn Road, Texas City, Texas 77591.

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.

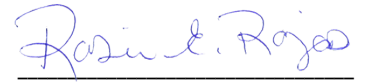
Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. **Call to Order**
2. **Pledge of Allegiance (American Flag), Texas Pledge & a Moment of Silence**
3. **Roll Call & Determination of Quorum**
4. **Minutes**
  - A. Consideration of and Possible Action to Approve the Full Board Minutes of Monday, May 24, 2021
5. **Acknowledgement of Donations**
  - A. Dr. Yolanda and Mr. Alan Waters
  - B. Anonymous
  - C. Dr. Vicki and Mr. Richard Stanfield
6. **Comments from the Community**
  - A. Students
  - B. Employees
  - C. Other Citizens
7. **Constituent Leader Activity Reports**
  - A. Classified Council
  - B. Students
8. **Human Resources Items**
  - A. Consideration of and Possible Action on the Appointment Nomination of Ryan Bullock to the Position of Assistant Professor of Nursing, Nursing Department
  - B. Consideration of and Possible Action on the Appointment Nomination of Donisha Moss to the Position of Career Center Director, Student Services Division
  - C. Consideration of and Possible Action on the Appointment Nomination of Sara Sanchez to the Position of Academic Advisor, Student Success Center

- D. Consideration of and Possible Acceptance of the Non-Contractual Positions Hiring Report
- 9. **Consideration of and Possible Action to Schedule the December 2021 Board Meeting on Tuesday, December 7, 2021**
- 10. **Consideration of and Possible Action to Approve Increase to Contract 20-29 Awarded to Austin Commercial for Construction Manager at Risk (CMAR) Services in Support of the Construction of the Math/Science Building Renovation Project for an Additional Not-to-Exceed (NTE) Amount of \$4,469,864**
- 11. **Academic Master Plan - Dr. Jerry E. Fliger, Vice President for Instruction**
- 12. **Foundation Update - Dr. Lisa Watson, Executive Director of COM Foundation and Resource Development**
- 13. **Financial Report(s)**
  - A. Consideration of and Possible Acceptance of the May 2021 Investment and Financial Reports
- 14. **Board Report**
  - A. Update: Galveston Central Appraisal District 2021 Amended Budget
- 15. **President's Report**
  - A. Updates
    - 1. Update: 87th Legislature - Higher Education Bills
    - 2. Marketing Presentation - Reskilling Marketing Campaign Updates
  - B. Reminders/Announcements
    - 1. 4th of July Celebration - Thursday, July 1st, Noon - 1:30 p.m., STEAM Terrace
    - 2. Board Yearly Training & Budget Meeting - Friday, July 16th, 9:00 a.m. - 3:00 p.m., COM Administration Board Room
    - 3. Fall Graduation
      - Saturday, December 11th, 10:00 a.m., Abundant Life
  - C. Resignations and Retirement Report
  - D. Miscellaneous
- 16. **Adjournment to closed or executive session pursuant to Texas Government Code of the Open Meetings Act**
- 17. **Board of Trustee Officer Elections**
  - A. Board Chair
  - B. Board Vice Chair
  - C. Board Secretary
- 18. **Adjourn**

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

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on, Wednesday, June 23, 2021, 3:00 P.M.



Rosie E. Rojas

Board Clerk

## ***Administration***

President Warren Nichols Ed.D.

Vice President Jerry Fliger, Ph.D.

Vice President Clen Burton, Ph.D.

Vice President Vicki Stanfield, Ed.D.



PRESIDENT'S OFFICE

# Call to Order

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



PRESIDENT'S OFFICE

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

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



College of the Mainland  
Board of Trustees  
May 2019

Mr. Kyle L. Dickson, Board Chair  
2514 Pilgrim Estate Dr.  
Texas City, TX 77590  
281-488-0630  
[kdickson@murray-lobb.com](mailto:kdickson@murray-lobb.com)

Mr. Alan L. Waters, Board  
Vice-Chair  
#1 South Pintail Street  
La Marque, TX 77568  
409-655-5055  
[awaters1@com.edu](mailto:awaters1@com.edu)

Mrs. Dawn King, Trustee  
P.O. Box 1105  
Dickinson, TX 77539  
832-860-0663  
[dking4@com.edu](mailto:dking4@com.edu)

Dr. Verna J. Henson  
7306 Heron Ln.  
Texas City, TX 77591  
409-995-0948  
[vhenson@com.edu](mailto:vhenson@com.edu)

Dr. Bill McGarvey, Trustee  
808 Buttonwood Dr.  
Texas City, TX 77591  
409-770-3537  
[wmcgarvey@gmail.com](mailto:wmcgarvey@gmail.com)

Mr. Don Gartman, Trustee  
2538 Quaker Dr.  
Texas City, 77590  
409-739-2618  
[dgartman@com.edu](mailto:dgartman@com.edu)

Mrs. Melissa Skipworth, Trustee  
1061 Misty Cliff  
Dickinson, TX 77539  
281-684-9146  
[mskipworth@com.edu](mailto:mskipworth@com.edu)



## **MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 28, 2021  
Subject: Full Board Minutes

Presented for recommended acceptance to Board of Trustees on the same date.

### **MINUTE ORDER**

Motion to be acted upon: "I move the Board of Trustees approve the Full Board Minutes of May 24, 2021."

### **PURPOSE**

To ensure accuracy of the monthly minutes.

### **BACKGROUND**

Minutes are brought forward every month for approval.

### **IMPLICATIONS**

Financial: N/A

Strategic Goal #1: Strategic Goal #5: College of the Mainland will provide services/processes that enhance the integrity/safety/quality of the institution (including physical facilities) and that enhance the quality of the faculty and staff.

Human Resources: N/A

### Attachments

1. Minutes of 5/24/21

**College of the Mainland  
Board of Trustees  
Minutes of Monday, May 24, 2021  
1:30 p.m., COM Conference Center**

**Call to Order** – Alan Waters called the meeting to order at 1:31 p.m.

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

**Roll Call & Determination of Quorum**

Roll call indicated that all Trustees were present except Kyle Dickson.

**Minutes**

**Consideration of and Possible Action to Approve the Full Board Minutes of Monday, April 26, 2021**

Melissa Skipworth moved for approval of the Full Board Minutes of Monday, April 26, 2021.  
Bill McGarvey seconded the motion; all voted in approval.

**Acknowledgement of Donation(s)**

**Charles and Mary Ellen Doyle**

Dr. Nichols introduced the Doyle family. Mr. Charles Doyle addressed the Board regarding their donation to the College. Mr. Doyle spoke of his family's commitment to education and announced their \$1M donation to the College of the Mainland.

**Comments from the Community**

There were no comments this month.

**Constituent Leader Activity Reports**

Faculty Senate – Dr. R.E. Davis updated the Board on faculty activities.

Students – Leslie Leyva, SGA Representative, updated the Board on student activities.

Debate Team – Anthony Johnson, Debate Team Advisor, updated the Board on the Team's accomplishments and introduced several students.

**Human Resources Items**

**Appointment Nominations**

**Consideration of and Possible Action on the Appointment Nomination of Dr.**

**Helen Brewer to the Position of Vice President for Student Services, Vice President for Student Services Division**

Melissa Skipworth moved the Board of Trustees approve the appointment of Dr. Helen Brewer to the position of Vice President for Student Services, Vice President for Student Services Division.  
Dawn King seconded the motion; all voted in approval.

**Consideration of and Possible Action on the Appointment Nomination of Dr. Tareq Ismail to the Position of Faculty Mechanical Engineering, Science Department**

Verna Henson moved the Board of Trustees approve the appointment of Dr. Tareq Ismail to the position of Faculty Mechanical Engineering, Science Department. Don Gartman seconded the motion; all voted in approval.

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

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

**Policy Items**

**87th Legislative Session - Higher Ed Bills**

Chris Brasher presented overview of various bills affecting higher education in the current legislative session.

**TASB Update 41 - Legal Policy Packet**

Chris Brasher reviewed the legal policy changes included in the TASB Update 41.

**Consideration of and Possible Acceptance of the 2020 Racial Profile Report**

Bill McGarvey moved the Board of Trustees accept the 2020 Racial Profile Report. Melissa Skipworth seconded the motion; all voted in approval.

**Consideration of and Possible Action to Approve the Order Authorizing the Issuance, Sale and Delivery of College of the Mainland Limited Tax General Obligation Refunding Bonds, Series 2021; Authorizing a Pricing Officer to Approve the Amount, the Interest Rates, Price, Redemption Provisions and Terms Thereof and Certain Other Procedures and Provisions Related Thereto; and Containing Other Matters Related Thereto**

Don Gartman moved the Board of Trustees approve the Order Authorizing the Issuance, Sale and Delivery of College of the Mainland Limited Tax General Obligation Refunding Bonds, Series 2021; Authorizing a Pricing Officer to Approve the Amount, the Interest Rates, Price, Redemption Provisions and Terms Thereof and Certain Other Procedures and Provisions Related Thereto; and Containing Other Matters Related Thereto. Verna Henson seconded the motion; all voted in approval.

**Consideration of and Possible Action on the Approval of the Procurement Method of Utilizing a Construction Manager-At-Risk for the Student Center Landscaping and Hardscape Construction**

Don Gartman moved the Board of Trustees approve the procurement method of utilizing a Request for Competitive Sealed Proposals for the Student Center Landscaping and Hardscape Construction. Dawn King seconded the motion; all voted in approval.

**Consideration of and Possible Action to Approve the Procurement Method of Utilizing a Construction Manager-At-Risk for the Renovation and New Construction of the Fine Arts Building**

Don Gartman moved the Board of Trustees approve the procurement method of utilizing a Construction Manager-At-Risk for the renovation and new construction of the Fine Arts building. Verna Henson seconded the motion; all voted in approval.

**Update Report on Bursar and Cash Management Internal Audit**

Trudy Trochesset and Andrea Phillip presented the Bursar and Cash Management Internal Audit Update.

**Financial Report(s)**

**Consideration of and Possible Acceptance of the April 2021 Investment and Financial Reports**

Verna Henson moved the Board of Trustees accept the April 2021 Investment and Financial Reports. Melissa Skipworth seconded the motion; all voted in approval.

**Board Report**

No board report this month.

**President's Report**

**Updates**

**CARES Act 2.0 and 3.0**

Dr. Lisa Watson and Anita Garcia updated the Board on the CARES Act 2.0 and 3.0.

**Reminders/Announcements**

COM Staff Appreciation Day

Tuesday, May 25th, 4:00-9:00 p.m.

The Texas Xperience (Former Mall of the Mainland)

Return to Campus - June 1st

4th of July Celebration, Thursday, July 1st, Noon - 1:30 p.m., STEAM Building Terrace

Fall Graduation, Saturday, December 11th, 10:00 a.m., Abundant Life

**Resignations and Retirements Report**– report attached in BOT packet.

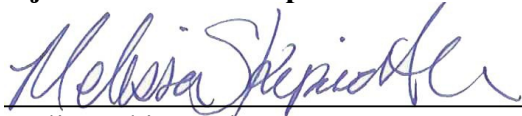
**Executive Session 3:15 p.m.**

Melissa Skipworth read the paragraph allowing the Board to move into executive session, per Texas Open Act Meetings Act Section 51.072.


**Reconvene 5:12 p.m.**

Upon reconvening, the board adjourned the meeting.

**Adjournment at 5:12 p.m.**



Melissa Skipworth, Secretary  
Board of Trustees



Kyle Dickson, Chair  
Board of Trustees



PRESIDENT'S OFFICE

To: Board of Trustees

From: Dr. Warren Nichols, President

Date: June 28, 2021

Subject: Acknowledgment of Donations

- A. Dr. Yolanda and Mr. Alan Waters
- B. Anonymous
- C. Dr. Vicki and Mr. Richard Stanfield

## Comments from the Community

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

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



PRESIDENT'S OFFICE

## Constituents Leader Activity Reports

- A. Classified Council – Laura Horacefield
- B. SGA Representative – Emily Escobar



PRESIDENT'S OFFICE

**MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 28, 2021  
Subject: Recommendation – Assistant Professor of Nursing (Replacement)

Presented for recommended approval to the Board of Trustees on June 28, 2021 and forwarded for recommended approval to Board of Trustees on the same date.

**MINUTE ORDER**

**Motion to be acted upon: "I move the Board of Trustees approve the appointment of Ryan Bullock to the position of Assistant Professor of Nursing, Nursing Department."**

**PURPOSE**

Responsible for providing instruction within the appropriate department/program. Programs include potential assignments in the Associate Degree in Nursing program, Vocational Nursing program, and any additional programs in the COM Nursing Department. Develop and revise curriculum and course work. Provide scheduled office hours for student consultation. Serves on College committees as needed and assigned. Participate in student orientation, instructional, and advisement activities as needed and assigned.

**BACKGROUND**

This is a replacement for Roselyn Ogunkunle who resigned January 2021.

**IMPLICATIONS**

Financial: \$77,120 from budget 11-0-0000-1303-5100.

Strategic Goal 5: College of the Mainland will provide services/processes that enhance the integrity/safety/quality of the institution (including physical facilities) and that enhance the quality of the faculty and staff.

**ATTACHMENTS**

1. Appointment Nomination



PRESIDENT'S OFFICE

**MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 28, 2021  
Subject: Recommendation – Career Center Director (New)

Presented for recommended approval to the Board of Trustees on June 28, 2021 and forwarded for recommended approval to Board of Trustees on the same date.

**MINUTE ORDER**

**Motion to be acted upon: “I move the Board of Trustees approve the appointment of Donisha Moss to the position of Career Center Director, Student Services Division.”**

**PURPOSE**

The Career Center Director is responsible for development and implementation of comprehensive career services and programming related to career development and success of COM students and alumni. This individual will work with various internal and external stakeholders to expand and integrate collaborations with alumni and employers to provide more experiential learning opportunities. The Director will develop and maintain external relationships with employers and professional associations that will foster career opportunities for current students and alumni. The Director will be responsible for individual career-related advising, resume and career document approval, employer relations, career services operations and technology enhancements. This individual will have hiring and staff supervisory responsibilities and will take an active role in College projects and programs.

**BACKGROUND**

This is a new position.

**IMPLICATIONS**

Financial: \$67,709 from budget 11-0-0000-4154-5140.

Strategic Goal 5: College of the Mainland will provide services/processes that enhance the integrity/safety/quality of the institution (including physical facilities) and that enhance the quality of the faculty and staff.

**ATTACHMENTS**

1. Appointment Nomination



**PRESIDENT'S OFFICE**

**MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 28, 2021  
Subject: Recommendation – Academic Advisor (Replacement)

Presented for recommended approval to the Board of Trustees on June 28, 2021 and forwarded for recommended approval to Board of Trustees on the same date.

**MINUTE ORDER**

**Motion to be acted upon: “I move the Board of Trustees approve the appointment of Sara Sanchez to the position of Academic Advisor, Student Success Center.”**

**PURPOSE**

Interviews and advises students regarding information, procedures and academic requirements of a specific program or major. Assists students in exploring careers, evaluating academic abilities, and setting goals.

**BACKGROUND**

This position is replacing Erin Brucia who resigned April 2021.

**IMPLICATIONS**

Financial: \$57,987 from budget 11-0-0000-4103-5140.

Strategic Goal 5: College of the Mainland will provide services/processes that enhance the integrity/safety/quality of the institution (including physical facilities) and that enhance the quality of the faculty and staff.

**ATTACHMENTS**

1. Appointment Nomination



## MINUTE ORDER

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 28, 2021  
Subject: Recommendation – Acceptance of Non-Contractual Positions Hiring Report

Presented for recommended acceptance to Board of Trustees on June 28, 2021.

### MINUTE ORDER

**Motion to be acted upon: “I move the Board of Trustees accept the *Non-Contractual Positions Hiring Report* as written.”**

### PURPOSE

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

### BACKGROUND

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

### IMPLICATIONS

#### Financial:

Dental Hygiene Program Coordinator - \$69,960 from budget 11-0-1040-1307-5100

Strategic Goal #5: College of the Mainland will provide services/processes that enhance the integrity/safety/quality of the institution (including physical facilities) and that enhance the quality of the faculty and staff.

#### Attachments

Non-contractual Positions Hiring Report

	POSITION	DEPARTMENT	CLASS SUMMARY	POSITION STATUS	SELECTED CANDIDATE	SALARY	SALARY RANGE
1	Dental Hygiene Program Coordinator	Academic Planning & Innovation	A full time temporary Dental Hygiene Program Coordinator who will be responsible for developing curricula and coursework for our new Dental Hygiene Degree program and once active, possibly providing quality instruction within the Dental Hygiene and allied (Dental Assistant) programs as qualified. In addition, the coordinator will be responsible for providing scheduled office hours for student consultation, serve on College committees as needed and assigned, and participating in student orientated instructional and advisement activities as needed and assigned.	New, Full Time Temporary Position	Diane Wilson	\$69,960	\$49,970 - \$64,957 - \$79,950
2							
3							
4							
5							
6							



PRESIDENT'S OFFICE

## December 2021 Board Meeting

Consideration of and Possible Action to  
Schedule the December 2021 Board Meeting on  
Tuesday, December 7, 2021



PRESIDENT'S OFFICE

**Minute Order**

**TO:** Board of Trustees  
**FROM:** Dr. Warren Nichols, President  
**DATE:** June 21, 2021  
**SUBJECT:** Agenda Item for COM Board of Trustees

**AGENDA ITEM DESCRIPTION:**

Increase by Change Order proposal to Contract 20-29 Construction Projects Package Two (CPP#2) Guaranteed Maximum Price (GMP)

**FUNDING SOURCE:**

2018 Bond Funds

**PURPOSE:**

Provide funding for Change Order to the contract with the current Construction Manager at Risk (CMAR) as the General Contractor to renovate the Math/Science building as identified in the Master Plan.

**PROPOSED MOTION:**

**Suggested Motion:** "I move the Board of Trustees approve an increase to contract 20-29 awarded to Austin Commercial for Construction Manager at Risk (CMAR) Services in support of the construction of the Math/Science Building Renovation Project for an additional not-to-exceed (NTE) amount of \$4,469,864."

**BACKGROUND:**

On October 26, 2020 the Board of Trustees approved the recommendation to award contract 20-29 to Austin Commercial as the Construction Manager at Risk (CMaR) for the new construction of the Industrial Careers and Police Department buildings for a Guaranteed Maximum Price (GMP) of \$35,855,317.00. On April 26, 2021 the Board of Trustees approved the recommendation requesting a Change Order to include the renovations of the Math/Science building as identified in the Master Plan and further identified as the next project to be completed under the Bond. Based on the Board approved recommendations and given Austin Commercial has existing infrastructure in place for current construction projects and has proven to be successful in supporting COM in the previous Bond construction projects, the Administration recommends approving a not-to-exceed Change Order from Austin Commercial to perform the Math/Science Building renovations. This increase changes the contract GMP amount from \$35,855,317.00 to \$40,325,181.00. Therefore, the recommendation to request a Change Order to the current contract is in accordance with Government Code 252.048.



## Academic Master Plan

Dr. Jerry E. Flinger, Vice President for Instruction



# ACADEMIC MASTER PLAN UPDATE

**Created to help implement the College goals set by the BOT**

- Presented an environmental scan of the workforce needs
- Proposed changes
- Informed the Facilities Master Plan

# ACADEMIC MASTER PLAN UPDATE

## Resulted in:

- Recommendation for new programs
- Recommendation for facilities needs

# ACADEMIC MASTER PLAN UPDATE

## Programs recommended:

- Cybersecurity
- Civil Engineering FOS
- Chemical Engineering FOS
- Electrical Engineering FOS
- Mechanical Engineering FOS
- Surgical Tech
- Imaging Tech

# ACADEMIC MASTER PLAN UPDATE

## Programs recommended:

- Dental Hygienist
- Physical Therapy Assistant
- Bachelor's of Science in Nursing
- Communications FOS
- English Language & Literature FOS
- Mexican-American FOS
- Level 1 Barber Certificate

# ACADEMIC MASTER PLAN UPDATE

## Programs recommended:

- Level 1 Massage Therapy
- CE Culinary Arts
- Instrumentation/Analyzer Tech
- Electrical
- Creation of 15 new FTE faculty positions for support

# ACADEMIC MASTER PLAN UPDATE

## Facilities recommended:

- New building to house STEM needs
  - Two biology labs
  - Microbiology lab
  - Anatomy & Physiology labs
  - 5 new Allied Health programs
- New complex for PTEC, GSU, and related career programs
- New space for Gulf Coast Safety Institute

# ACADEMIC MASTER PLAN UPDATE

## Facilities recommended:

- Learning Support Center
- Audio/Video Production space
- Classroom and lab for Culinary Arts
- Building in League City east side for Dual Credit

# ACADEMIC MASTER PLAN UPDATE

## Status of programs from AMP

- Cybersecurity AAS Implemented Fall 2021
- Civil Engineering FOS Eliminated by THECB
- Chemical Engineering FOS AS Implemented AS 2021
- Electrical Engineering FOS Eliminated by THECB
- Mechanical Engineering FOS AS Implemented Fall 2021
- Surgical Tech Planned Spring 2022
- Imaging Tech Planned Fall 2023

# ACADEMIC MASTER PLAN UPDATE

## Status of programs from AMP

- |                                     |                          |
|-------------------------------------|--------------------------|
| ■ Dental Hygienist                  | Planned Fall 2023        |
| ■ Physical Therapy Assistant        | Eliminated               |
| ■ Bachelor's of Science in Nursing  | Applied for Spring 2021  |
| ■ Communications FOS                | Eliminated by THECB      |
| ■ English Language & Literature FOS | AA Implemented Fall 2021 |
| ■ Mexican-American FOS              | Eliminated by THECB      |
| ■ Level 1 Barber Certificate        | Implemented Spring 2021  |

# ACADEMIC MASTER PLAN UPDATE

## Status of programs from AMP

- Level 1 Massage Therapy CE OSA      Fall 2019
- CE Culinary Arts      Under consideration
- Instrumentation/Analyzer Tech      In development
- Electrical In development

Creation of 15 new FTE faculty positions for support

# ACADEMIC MASTER PLAN UPDATE

## Status of Facilities from AMP

- New building to house STEM needs
    - Two biology labs
    - Microbiology lab
    - 4 Anatomy & Physiology labs
    - 5 new Allied Health programs
  - New complex for PTEC, GSU, and related career programs
- Opened Spring 2021  
Completed  
Completed  
Completed  
3 in process  
Opening Fall 2022

# ACADEMIC MASTER PLAN UPDATE

## Status of Facilities from AMP

- New space for Gulf Coast Safety Institute In development
- Learning Support Center Opening Fall 2022
- Audio/Video Production space Opening Fall 2021
- Classroom and lab for Culinary Arts Under consideration
- Building in League City east side  
for Dual Credit Opened Fall 2020

# Questions?



PRESIDENT'S OFFICE

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 28, 2021  
Subject: Foundation Update

Dr. Lisa Watson, Executive Director of COM Foundation and Resource Development will present an update on funds received year-to-date.



## MINUTE ORDER

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 16, 2021  
Subject: Subject: Monthly Financial & Investment Reports

### **AGENDA ITEM DESCRIPTION:**

Consideration of and possible acceptance of the May 2021 Investment and Financial Reports.

### **PURPOSE**

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

### **FUNDING SOURCE:**

N/A

### **PROPOSED MOTION:**

*Suggested motion: "I move the Board of Trustees accept the May 2021 Investment Report and the May 2021 Financial Reports."*

### **BACKGROUND**

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

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

### **ATTACHMENTS**

1. May 2021 Investment Discussion & Report
2. May 2021 Revenue & Expense Summary
3. May 2021 Expense by Division Report



**INVESTMENT REPORT**  
**For the Month Ended May 2021**

**Investment discussion:**

College of the Mainland earned \$4,765 for the month of May on its short-term investments in TexPool & Logic for a total of \$100,707 investment interest earned fiscal year to date. The College earned an additional \$1.00, fiscal year to date, from interest-bearing checking accounts. In total, the College earned \$100,708 interest for the fiscal year to date period ending May: TexPool - \$7,181 Logic 19 - \$16,157, Logic 20 - \$77,370, and TFB - \$1.

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

**Investment Compliance Statement:**

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

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

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

Clen Burton  
Vice President of Fiscal Affairs  
College of the Mainland

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

Trudy Trochesset  
Controller  
College of the Mainland



**TexPool Investments for May 2021.**

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
Operating	11	\$ 27,758,082	\$ -	\$ 1,400,000	237	26,358,319	27,441,983	0.010%
Moody	41	26,599	-	-	0	26,599	26,599	0.014%
<b>Totals</b>		<b>\$ 27,784,681</b>	<b>\$ -</b>	<b>\$ 1,400,000</b>	<b>\$ 238</b>	<b>\$ 26,384,919</b>	<b>\$ 27,468,582</b>	

Note: For the above listed investments in TexPool, book value is equivalent to market value.  
There was no accrued interest as of May 2021.

**Logic (Hilltop Securities) Investments for May 2021.**

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
COM Bond 2019	(CLOSED)	\$ -	\$ -	\$ -	0	0	-	0.000%
COM Bond 2020	46	\$ 71,496,034	\$ -	\$ 1,770,710	4,527	69,729,850	70,427,059	0.076%
<b>Totals</b>		<b>\$ 71,496,034</b>	<b>\$ -</b>	<b>\$ 1,770,710</b>	<b>\$ 4,527</b>	<b>\$ 69,729,850</b>	<b>\$ 70,427,059</b>	
<b>Totals</b>		<b>\$ 99,280,715</b>	<b>\$ -</b>	<b>\$ 3,170,710</b>	<b>\$ 4,764</b>	<b>\$ 96,114,769</b>	<b>\$ 97,895,641</b>	

Unrestricted Fund (Unaudited)

Summary of Revenue

	<u>Current Actual</u>	<u>2020-21 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<b>Operating revenue</b>						
Tuition-credit	(4,993,087)	(5,201,169)	(208,082)	96%	(5,426,264)	433,176
Tuition-non-credit	(363,593)	(1,288,889)	(925,296)	28%	(435,064)	71,470
Exemptions and waivers	1,513,181	1,368,240	(144,941)	111%	1,544,865	(31,684)
Registration fees	(2,376,756)	(2,209,200)	167,556	108%	(2,384,255)	7,498
Other fees	(117,154)	(168,982)	(51,828)	69%	(91,475)	(25,679)
Grant revenue	(305,091)	(81,568)	223,523	374%	(95,334)	(209,757)
Sales and service revenue	(1,281)	(533,800)	(532,519)	0%	(28,965)	27,684
Miscellaneous revenue	(121,535)	(134,632)	(13,097)	90%	(79,336)	(42,199)
TPEG transfer in/out	0	250,000	250,000	0%	0	0
<b><u>Totals for Operating revenue</u></b>	<b><u>(6,765,317)</u></b>	<b><u>(8,000,000)</u></b>	<b><u>(1,234,683)</u></b>	<b><u>85%</u></b>	<b><u>(6,995,827)</u></b>	<b><u>230,510</u></b>
<b>Non-operating revenue</b>						
State appropriation-Academic	(4,672,699)	(6,533,000)	(1,860,301)	72%	(4,672,726)	27
Property tax revenue	(23,103,249)	(23,450,000)	(346,751)	99%	(23,089,747)	(13,502)
Interest revenue	(7,167)	(350,000)	(342,833)	2%	(146,065)	138,898
FTZ reimbursement	(531,472)	(350,000)	181,472	152%	(483,127)	(48,345)
Renew & replace transfer out	0	1,783,000	1,783,000	0%	0	0
<b><u>Totals for Non-operating revenue</u></b>	<b><u>(28,314,588)</u></b>	<b><u>(28,900,000)</u></b>	<b><u>(585,412)</u></b>	<b><u>98%</u></b>	<b><u>(28,391,665)</u></b>	<b><u>77,077</u></b>
<b><u>Total Revenue</u></b>	<b><u>(35,079,905)</u></b>	<b><u>(36,900,000)</u></b>	<b><u>(1,820,095)</u></b>	<b><u>95%</u></b>	<b><u>(35,387,492)</u></b>	<b><u>307,587</u></b>

Unrestricted Fund (Unaudited)

Summary of Expense

	<u>Current Actual</u>	<u>2020-21 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<b>Salary and wages</b>						
Faculty full-time	5,737,876	7,748,736	2,010,860	74%	5,684,269	53,607
Admin full-time	1,208,427	1,524,001	315,574	79%	1,152,692	55,735
Professional full-time	5,291,677	7,156,023	1,864,346	74%	5,441,744	(150,066)
Classified full-time	312,157	4,102,272	3,790,115	8%	2,968,824	(2,656,667)
Part-time	1,652,349	3,814,716	2,162,367	43%	2,364,805	(712,456)
Salary increase	0	282,223	282,223	0%	0	0
Vacancy savings	0	(970,000)	(970,000)	0%	0	0
<b>Totals for Salary and wages</b>	<b><u>14,202,486</u></b>	<b><u>23,657,971</u></b>	<b><u>9,455,485</u></b>	<b><u>60%</u></b>	<b><u>17,612,334</u></b>	<b><u>(3,409,848)</u></b>
<b>Benefits</b>						
Benefits	3,451,814	4,156,934	705,120	83%	3,387,180	64,634
<b>Totals for Benefits</b>	<b><u>3,451,814</u></b>	<b><u>4,156,934</u></b>	<b><u>705,120</u></b>	<b><u>83%</u></b>	<b><u>3,387,180</u></b>	<b><u>64,634</u></b>
<b>Operating expenses</b>						
Contract services	2,131,508	2,811,902	680,394	76%	2,216,647	(85,139)
Legal	5,346	12,485	7,139	43%	4,209	1,137
Operations	250,043	724,727	474,684	35%	441,969	(191,925)
Utilities and Rent	1,023,088	1,511,863	488,775	68%	1,029,613	(6,525)
Postage, printing, and supplies	501,748	1,379,626	877,878	36%	555,044	(53,296)
Bank fees	45,777	84,000	38,223	54%	45,922	(145)
Capital outlay & leases	51,160	56,503	5,344	91%	48,580	2,580
Insurance	1,639,900	852,013	(787,887)	192%	835,671	804,229
Public relations and advertising	81,057	244,584	163,527	33%	101,699	(20,642)
Misc.	329,563	355,981	26,418	93%	328,017	1,546
Reimbursement from Others	0	(148,590)	(148,590)	0%	0	0
MTN Payment	337,500	1,200,000	862,500	28%	345,075	(7,575)

**Unrestricted Fund (Unaudited)**

<u>Totals for Operating expenses</u>	<u>6,396,690</u>	<u>9,085,095</u>	<u>2,688,405</u>	<u>70%</u>	<u>5,952,446</u>	<u>444,244</u>
<u>Total Expense</u>	<u>24,050,990</u>	<u>36,900,000</u>	<u>12,849,010</u>	<u>65%</u>	<u>26,951,959</u>	<u>(2,900,970)</u>

**Unrestricted Fund (Unaudited)**

**Summary of Fund Bal**

	<u>Current Actual</u>	<u>2020-21 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<b>Operating expenses</b>						
Contract services	387,378	0	(387,378)	0%	176,825	210,554
Operations	0	0	0	0%	22,391	(22,391)
Utilities and Rent	102,659	0	(102,659)	0%	0	102,659
Postage, printing, and supplies	733,978	0	(733,978)	0%	325,685	408,294
Capital outlay & leases	336,199	0	(336,199)	0%	523,702	(187,503)
Misc.	44,570	0	(44,570)	0%	0	44,570
<b><u>Totals for Operating expenses</u></b>	<b><u>1,604,784</u></b>	<b><u>0</u></b>	<b><u>(1,604,784)</u></b>	<b><u>0%</u></b>	<b><u>1,048,603</u></b>	<b><u>556,181</u></b>
<b><u>Total Fund Bal</u></b>	<b><u>1,604,784</u></b>	<b><u>0</u></b>	<b><u>(1,604,784)</u></b>	<b><u>0%</u></b>	<b><u>1,048,603</u></b>	<b><u>556,181</u></b>



**Unrestricted Fund (Unaudited)**

	<u>Current Actual</u>	<u>2020-21 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<b><u>Expense by Division</u></b>						
<b><u>Summary for President</u></b>						
Board of Trustees	12,905	19,400	6,495	67%	25,969	(13,064)
Campus Police	355,441	837,392	481,951	42%	550,656	(195,215)
Emergency Management	0	0	0	0%	195	(195)
Gen Institution	230,261	308,404	78,143	75%	228,664	1,597
Information Technology Serv	1,354,984	1,967,081	612,097	69%	1,438,152	(83,168)
Internal Audit	138,419	150,000	11,581	92%	90,876	47,543
OPEAR	367,230	448,688	81,458	82%	321,980	45,251
Presidents Office	435,106	577,455	142,349	75%	439,939	(4,833)
Self Study SACS	10,363	18,000	7,637	58%	10,759	(396)
Staff Attorney	110,732	172,595	61,863	64%	118,685	(7,953)
<b><u>Totals for President</u></b>	<b><u>3,015,441</u></b>	<b><u>4,499,014</u></b>	<b><u>1,483,573</u></b>	<b><u>67%</u></b>	<b><u>3,225,876</u></b>	<b><u>(210,435)</u></b>
<b><u>Summary for VP Fiscal Affairs</u></b>						
Central Mail	32,336	126,673	94,337	26%	86,783	(54,446)
Custodial Services	117,392	363,278	245,886	32%	266,401	(149,009)
Facilities	3,045,259	3,116,739	71,480	98%	2,603,979	441,281
Financial Services	408,493	872,842	464,350	47%	677,112	(268,619)
Grounds	65,478	115,757	50,279	57%	121,716	(56,238)
Human Resources	344,820	530,088	185,268	65%	362,024	(17,204)
Maintenance Tax Note	337,500	1,200,000	862,500	28%	345,075	(7,575)
Purchasing	210,983	289,876	78,893	73%	203,391	7,592
Records Mgmt	8,240	20,952	12,712	39%	18,135	(9,895)
Reimbursement	0	(148,590)	(148,590)	0%	0	0
Salary Savings	0	(970,000)	(970,000)	0%	0	0
Staff Benefits	682,216	2,416,918	1,734,703	28%	947,957	(265,742)

**Unrestricted Fund (Unaudited)**

	<u>Current Actual</u>	<u>2020-21 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Tax Admin	188,661	232,631	43,970	81%	181,285	7,376
Telecommunications	0	0	0	0%	594	(594)
Utilities	413,712	625,000	211,288	66%	435,605	(21,893)
Vehicle Operations	51,822	105,390	53,568	49%	80,289	(28,467)
VP College & Fin Svcs	153,124	235,181	82,058	65%	191,299	(38,175)
<b><u>Totals for VP Fiscal Affairs</u></b>	<b><u>6,060,036</u></b>	<b><u>9,132,736</u></b>	<b><u>3,072,700</u></b>	<b><u>66%</u></b>	<b><u>6,521,645</u></b>	<b><u>(461,609)</u></b>
<b><u>Summary for VP Institutional Advancement</u></b>						
COM Foundation Dept	31,037	108,540	77,503	29%	65,959	(34,922)
Marketing and Communications	484,550	817,617	333,068	59%	586,407	(101,857)
VP Institutional Advancement	451,865	567,099	115,234	80%	423,841	28,023
<b><u>Totals for VP Institutional Advancement</u></b>	<b><u>967,451</u></b>	<b><u>1,493,256</u></b>	<b><u>525,804</u></b>	<b><u>65%</u></b>	<b><u>1,076,206</u></b>	<b><u>(108,755)</u></b>
<b><u>Summary for VP Instruction</u></b>						
Acad Succ Re/Wr	731,348	799,534	68,186	91%	724,592	6,757
Accting-Credit	144,890	105,931	(38,959)	137%	118,483	26,407
Adm-C.I.D.T.	14,050	67,508	53,459	21%	45,645	(31,595)
Adm-Cont Ed	300,606	360,528	59,923	83%	401,403	(100,797)
Adm-Ind Tech	0	8,000	8,000	0%	3,529	(3,529)
Adm-Instruct	13,028	75,845	62,817	17%	48,696	(35,669)
Adm-Perf & Vis Arts	19,285	79,058	59,773	24%	58,532	(39,247)
Adm-Pub Svc Ed	11,981	60,044	48,064	20%	68,200	(56,219)
Adm-Science	6,450	64,189	57,740	10%	24,457	(18,007)
Adm-Soc Sci	17,733	78,009	60,276	23%	53,110	(35,377)
Adult Education	96,665	199,674	103,010	48%	138,448	(41,784)
Allied Health CE	194,243	266,959	72,716	73%	208,804	(14,562)
Art	186,291	231,488	45,198	80%	184,518	1,773
Art Gallery	45,859	58,412	12,552	79%	45,098	762
Biol & Nutrition	537,161	686,352	149,190	78%	546,636	(9,475)

**Unrestricted Fund (Unaudited)**

	<u>Current Actual</u>	<u>2020-21 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Bus Ed-NonCR	0	0	0	0%	0	0
Bus Tech	14,664	10,586	(4,078)	139%	21,763	(7,099)
C.I.S.	75,862	88,857	12,995	85%	76,345	(484)
Chemistry	149,280	183,322	34,042	81%	159,214	(9,935)
Child Dev CE	0	0	0	0%	0	0
Child Develop	59,260	69,614	10,355	85%	58,968	292
Child Develop Lab	0	0	0	0%	429,272	(429,272)
Cmnty Theater	229,033	386,643	157,610	59%	258,548	(29,516)
Collegiate H.S.-CR	89,267	145,871	56,604	61%	116,229	(26,962)
Cosmetology	500,621	628,535	127,914	80%	482,125	18,495
Criminal Justice	70,919	85,372	14,453	83%	78,353	(7,434)
Dean Cont Ed	513	173,672	173,159	0%	1,047	(534)
Dean Gen Ed	109,989	193,063	83,074	57%	147,467	(37,478)
Distance Ed	347,220	413,211	65,991	84%	359,250	(12,029)
Drafting	61,865	72,591	10,726	85%	69,994	(8,129)
Dual Credit Dept	93,072	170,049	76,977	55%	128,681	(35,609)
Economics	63,435	74,757	11,322	85%	61,981	1,454
Emergency Management Credit	0	0	0	0%	18,602	(18,602)
EMS-Credit	230,468	246,305	15,837	94%	207,614	22,854
Fire Tech	263,795	248,630	(15,164)	106%	218,813	44,982
Firearms Acad	16,608	104,901	88,294	16%	71,150	(54,542)
Foreign Lang	55,651	67,155	11,504	83%	56,930	(1,279)
Gen Bus-Credit	68,321	86,519	18,198	79%	50,588	17,734
Geology	61,134	74,964	13,829	82%	57,418	3,717
Government	260,026	298,951	38,925	87%	268,816	(8,790)
Graphic Arts	85,722	94,145	8,423	91%	99,810	(14,088)
Health and PE Credit	123,789	141,130	17,340	88%	125,671	(1,881)
Health Info Mgmt	140,117	201,981	61,864	69%	137,157	2,960

**Unrestricted Fund (Unaudited)**

	<u>Current Actual</u>	<u>2020-21 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Hist & Geog	241,278	277,069	35,791	87%	244,879	(3,600)
Humanities	176,460	198,388	21,927	89%	162,203	14,257
Instr Tech Department	124,703	237,244	112,541	53%	163,145	(38,442)
Instr Tech Lab Mgrs	32,112	181,425	149,313	18%	210,205	(178,092)
Law Enforcement	71,133	104,144	33,011	68%	64,273	6,860
Law Enforcemnt-NonCR	56,464	22,696	(33,768)	249%	47,039	9,426
LC Ctr Admin	4,618	13,005	8,388	36%	20,366	(15,749)
Library	435,375	639,747	204,371	68%	461,237	(25,861)
Management	50,570	72,948	22,377	69%	77,951	(27,381)
Massage Therapy	0	7,400	7,400	0%	759	(759)
Math	583,992	731,813	147,821	80%	662,232	(78,239)
Medical Assistant	61,307	97,519	36,212	63%	71,920	(10,613)
Music	285,099	348,635	63,536	82%	294,579	(9,480)
Networking	69,562	91,646	22,084	76%	77,725	(8,163)
Nursing Administration	220,712	384,751	164,039	57%	289,511	(68,799)
Nursing-AD	1,047,519	1,507,890	460,372	69%	1,127,578	(80,059)
Nursing-VN	261,695	332,038	70,343	79%	265,565	(3,871)
Pharmacy Tech	77,915	93,392	15,476	83%	79,285	(1,369)
Philosophy	36,766	13,502	(23,264)	272%	44,181	(7,416)
Physics	110,547	116,449	5,902	95%	123,939	(13,391)
Process Tech	513,250	597,409	84,159	86%	556,965	(43,716)
Prof Develop Acad	0	12,000	12,000	0%	37,111	(37,111)
Psychology	300,967	351,042	50,075	86%	305,192	(4,225)
QEP	0	0	0	0%	0	0
Safety-CR	68,558	106,531	37,974	64%	91,731	(23,173)
Senior Adult Dept	118,559	228,014	109,455	52%	287,455	(168,896)
Social Science Non CR	33,027	69,608	36,581	47%	25,757	7,270
Sociology	59,751	66,614	6,863	90%	60,608	(857)

**Unrestricted Fund (Unaudited)**

	<u>Current Actual</u>	<u>2020-21 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Speaking,Reading,Writing	376,328	524,028	147,700	72%	398,461	(22,133)
Theater Arts-Credit	51,071	81,377	30,306	63%	46,760	4,311
Thermal Tech-NonCR	49,209	45,705	(3,504)	108%	67,258	(18,050)
Virtual College TX	1,120	1,120	0	100%	0	1,120
VP Instruction	324,872	2,281,806	1,956,933	14%	195,406	129,467
Welding-Cred	375,512	611,283	235,770	61%	411,924	(36,412)
<b><u>Totals for VP Instruction</u></b>	<b><u>11,710,270</u></b>	<b><u>17,850,591</u></b>	<b><u>6,140,321</u></b>	<b><u>66%</u></b>	<b><u>13,405,155</u></b>	<b><u>(1,694,886)</u></b>
<b><u>Summary for VP Student Services</u></b>						
Admissions	197,745	344,616	146,871	57%	286,283	(88,538)
Advise Center	530,183	689,567	159,384	77%	447,306	82,877
Career & Placement	0	68,266	68,266	0%	0	0
Career Svcs	0	1,715	1,715	0%	281	(281)
Counseling	0	265	265	0%	59,243	(59,243)
Enrollment Mgmt	85,439	76,489	(8,950)	112%	25,455	59,984
Facilities & Student Recreat	53,218	120,247	67,028	44%	142,417	(89,198)
Judicial Affairs	114,408	187,607	73,200	61%	204,350	(89,943)
Multicultural Department	2,494	12,500	10,006	20%	7,964	(5,470)
Recruitment	249,402	460,905	211,503	54%	361,617	(112,214)
Stu Financial Svcs	328,165	601,459	273,294	55%	426,379	(98,214)
Stu Organizations	186,279	305,328	119,049	61%	107,560	78,719
Student Graduation	30,111	74,080	43,969	41%	933	29,178
Svcs-Disab Students	5,889	50,112	44,224	12%	59,259	(53,370)
Testing	91,727	368,309	276,582	25%	222,086	(130,359)
Title V Grant	0	0	0	0%	243	(243)
Veteran Affairs	125,738	155,153	29,415	81%	120,725	5,013
VP Student Services	296,992	407,785	110,793	73%	250,977	46,015
<b><u>Totals for VP Student Services</u></b>	<b><u>2,297,791</u></b>	<b><u>3,924,403</u></b>	<b><u>1,626,612</u></b>	<b><u>59%</u></b>	<b><u>2,723,076</u></b>	<b><u>(425,285)</u></b>

**Unrestricted Fund (Unaudited)**

	<u>Current Actual</u>	<u>2020-21 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<b><u>Totals for Expense</u></b>	<b><u>24,050,990</u></b>	<b><u>36,900,000</u></b>	<b><u>12,849,010</u></b>	<b><u>65%</u></b>	<b><u>26,951,959</u></b>	<b><u>(2,900,970)</u></b>
<b><u>Fund Bal by Division</u></b>						
<b><u>Summary for President</u></b>						
Fund Balance - IT	0	0	0	0%	1,254	(1,254)
<b><u>Totals for President</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0%</u></b>	<b><u>1,254</u></b>	<b><u>(1,254)</u></b>
<b><u>Summary for VP Fiscal Affairs</u></b>						
Fund Balance - Academic Support	0	0	0	0%	56,643	(56,643)
Fund Balance - Institutional Support	599,072	0	(599,072)	0%	517,539	81,533
Fund Balance - Instruction	817,235	0	(817,235)	0%	279,857	537,378
Fund Balance - Oper & Maint	82,763	0	(82,763)	0%	23,064	59,699
Fund Balance - Public Service	0	0	0	0%	3,252	(3,252)
Fund Balance - Student Services	105,713	0	(105,713)	0%	166,994	(61,280)
<b><u>Totals for VP Fiscal Affairs</u></b>	<b><u>1,604,784</u></b>	<b><u>0</u></b>	<b><u>(1,604,784)</u></b>	<b><u>0%</u></b>	<b><u>1,047,348</u></b>	<b><u>557,436</u></b>
<b><u>Totals for Fund Bal</u></b>	<b><u>1,604,784</u></b>	<b><u>0</u></b>	<b><u>(1,604,784)</u></b>	<b><u>0%</u></b>	<b><u>1,048,603</u></b>	<b><u>556,181</u></b>
<b><u>Totals for Report</u></b>	<b><u>25,655,774</u></b>	<b><u>36,900,000</u></b>	<b><u>11,244,226</u></b>		<b><u>28,000,562</u></b>	<b><u>(2,344,788)</u></b>



# Monthly Financial Report

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# Cash Situation

- Cash balance at the end of month was: \$26.4 million
- Minimum required cash : \$7.1 million
- Excess cash above minimum: \$19.3 million

# Unaudited Operations Year to Date

- Revenues: Budget: \$36.9 million  
Actual: \$ 35.1 million
  
- Expense: Budget: \$36.9 million  
Actual: \$ 24.0 million  
(65% Spent at 75% of year)



PRESIDENT'S OFFICE

## Board Report

Presenter: Board Chair

- A. Update: Galveston Central Appraisal District 2021 Amended Budget
- B. Miscellaneous Updates



# GALVESTON CENTRAL APPRAISAL DISTRICT

Tommy Watson, Chief Appraiser

9850 Emmett F. Lowry Expressway, Suite A - Texas City, Texas 77591

Telephone: (409) 935-1980 or toll-free (866) 277-4725

Fax: (409) 935-4319

June 10, 2021

Mr. Kyle Dickson  
Board of Trustees Chairman  
College of the Mainland  
1200 Amburn Road  
Texas City, TX 77591

*RE: Proposed Amendment to the 2021 Approved Budget*

Dear Mr. Dickson,

Recently you received a copy of our 2020 Financial Audit that was presented at our May 12, 2021 board meeting by our auditor, Patrick Simmons of Whitley Penn. The Galveston Central Appraisal Board was informed that we have excess funds of \$358,799.

The usual process is to refund these dollars to all Taxing Entities which would be subtracted from their allocation payment. At this time, we are asking that we retain the money (\$358,799) to help pay our legal fees.

Attached you will find the Resolution to Amend our 2021 Approved Budget in the amount of \$358,799, that will increase legal fees from \$600,000 to \$958,799.

According to Section 6.06(c) of the Texas Property Tax Code, the board may amend the approved budget at any time, but the secretary of the board must deliver a written copy of a proposed amendment to the presiding officer of the governing body of each taxing unit participating in the district not later than the 30<sup>th</sup> day before the date the board acts on it.

This is our written notice to each entity that participate with the Galveston Central Appraisal District of a proposed amendment to our 2021 Approved Budget.

Sincerely,

A handwritten signature in black ink, appearing to read "Bruce Clawson".

Bruce Clawson  
Board Secretary  
Galveston Central Appraisal District

Enc.  
BC/ldf



RESOLUTION TO AMEND THE APPROVED 2021 BUDGET

RESOLUTION No. 1-2021

WHEREAS, in accordance to Section 6.06(c) of the Texas Property Tax Code, the District's Board of Directors, may amend the approved budget at any time; it is, therefore

RESOLVED, that the Board of Directors of the Galveston Central Appraisal District hereby amends the Approved 2021 Budget, increasing budgeted amount for Account No. 10-420-4150, from \$600,000 to \$958,799, effective this \_\_\_ day of \_\_\_\_\_, 2021.

Motion made by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

I hereby certify that the foregoing Motion was adopted by the Board of Directors of the Galveston Central Appraisal District on this \_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
PRESIDING OFFICER, BOARD OF DIRECTORS  
GALVESTON CENTRAL APPRAISAL DISTRICT

\_\_\_\_\_  
SECRETARY, BOARD OF DIRECTORS  
GALVESTON CENTRAL APPRAISAL DISTRICT

ATTEST:

\_\_\_\_\_  
SIGNATURE AND TITLE



PRESIDENT'S OFFICE

## President's Report

Presenter: Dr. Warren Nichols

### A. Updates

1. Update: 87<sup>th</sup> Legislature – Higher Education Bills
2. Marketing Update

### B. Reminders/Announcements

1. 4<sup>th</sup> of July Celebration  
Thursday, July 1<sup>st</sup>, Noon – 1:30 p.m.  
STEAM Building Terrace
2. Board Yearly Training & Budget Meeting – Friday, July 16<sup>th</sup>, 9:00 a.m. – 3:00 p.m., COM Administration Boardroom
3. Fall Graduation  
Saturday, December 11<sup>th</sup>, 10:00 a.m.  
Abundant Life

### C. Resignations and Retirement Report

### D. Miscellaneous Updates



PRESIDENT'S OFFICE

**MEMORANDUM**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 28, 2021  
Subject: 87th Legislature - Higher Education Bills

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Included for review and informational purposes is a synopsis of bills introduced in the 87th Legislature affecting Higher Education that have been signed into law.

**ATTACHMENT**

Texas Legislature - 87th Legislature Regular Session - Higher Education Bills signed into law.



**TEXAS LEGISLATURE**  
**87<sup>TH</sup> LEGISLATURE REGULAR SESSION**  
**HIGHER EDUCATION 6/17/2021**

**BILL STAGES:**

<b>Stage 1</b>	<b>Filed in Senate or House</b>
<b>Stage 2</b>	<b>Out of Committee (Senate or House)</b>
<b>Stage 3</b>	<b>Voted on by Senate or House</b>
<b>Stage 4</b>	<b>Out of Committee (Senate or House)</b>
<b>Stage 5</b>	<b>Voted on by Senate or House</b>
<b>Stage 6</b>	<b>Governor Action</b>
<b>Stage 7</b>	<b>Becomes Law</b>

**BILLS SIGNED INTO LAW**

**SB 165 (Stage 7) EFFECTIVE IMMEDIATELY** Allows a student at an institution of higher education to drop more than six courses without being penalized if a disaster declaration by the governor results in a bar or limit on in-person course attendance. This bill is retroactive and prohibits a college from counting courses toward the number of courses permitted to be dropped if the courses were dropped by a student during the 2020 spring semester or summer term or the 2020-2021 academic year because of a bar or limit on in-person course attendance due to the COVID-19 pandemic. **Author: Creighton/Powell**

**SB 959/HB 1312 (Stage 7) EFFECTIVE 9/1/21** Requires the THECB to consider achievement in qualified continuing workforce education programs offered by those colleges but for which credit toward a certificate, associate's degree, or bachelor's degree is not awarded in making its recommendations for success-based junior college funding (i.e., performance-based funding, which amounts to roughly 10 percent of state appropriations to junior colleges). S.B. 959 amends current law relating to student success-based funding recommendations for certain continuing workforce education courses offered by public junior colleges. **Author: Zaffirini/Romero**

**SB 994/HB 4491/HB 4487 (Stage 7) EFFECTIVE 9/1/21 Texas Recovery Act.** Incentivizes public institutions of higher education to steer students toward completion in critical fields and to partner with businesses to provide relevant job training. The Texas Recovery Act will:

1. Provide stopped-out adult learners who have completed 75 percent of their coursework a "signing bonus" through their institution to apply toward their tuition and fees and encourage them to return and complete;
2. Incentivize public institution recruitment and counseling outside of the current formula for adult learner completion, with an additional incentive for completion in critical fields;
3. Work with business partners to provide on-the-job training as part of students' completion process that meets regional workforce needs; and

4. Provide a wrap-around stipend for learners as they are completing their externship. **Authors: Powell/Blanco/Eckhardt/Hinojosa/Johnson/Zwiener/Rosenthal**

**SB 1102/HB 3003 (Stage 7) EFFECTIVE IMMEDIATELY** The Texas Reskilling and Upskilling through Education (TRUE) program aims to prepare students for in-demand careers accelerating their transition to work while also building an enduring education infrastructure to support a thriving Texas economy throughout the diverse regions of the state. **Author: Creighton/Parker**

**S.B. 1230/HB 3351 (Stage 7) EFFECTIVE 9/1/21** Amends the Education Code to establish a 12-member Texas Commission on Community College Finance to make recommendations for consideration by the 88<sup>th</sup> Legislature regarding the state funding formula and funding levels for public junior colleges that would be sufficient to sustain viable junior college education and training offerings throughout the state and improve student outcomes in alignment with state postsecondary goals. **Author: Taylor**

**S.B. 1531 (Stage 7) EFFECTIVE 9/1/21** Amends current law relating to formula funding for excess undergraduate credit hours at public institutions of higher education and to the tuition rate that may be charged for those credit hours. The bill applies a cap of 75 formula funded hours for community college students pursuing an academic tracked associate degree. Such a cap would include the current exception in statute for hours earned through examination; hours from college preparatory, technical courses, workforce education courses, or other courses that would not generate credit that qualifies to be applied to an academic degree at the institution; and hours earned at a private or out-of-state institution, as to not harm any student upskilling or reskilling. **Author: West**

**SB 1277/ HB 4403 (Stage 7) EFFECTIVE IMMEDIATELY** Relating to an agreement between a school district and public institution of higher education to provide a dual credit program to high school students enrolled in the district. This bill amends the Education Code to require any agreement between a public school district and public institution of higher education providing for a dual credit program to designate at least one employee of the district or institution as responsible for providing academic advising to a student who enrolls in a dual credit course under the program before the student begins the course. **Author: Turner/West**

**SB 1300/HB 3348 (Stage 7) EFFECTIVE IMMEDIATELY** Amends the Education Code which currently limits eligible community colleges to having only three baccalaureate degree programs at any time, except for that those that had previously participated in a pilot program. The institutions that had participated in a pilot program could offer up to five baccalaureate degree programs. This legislation repeals this limitation allowing community colleges to offer up to five baccalaureate degrees. **Author: Creighton**

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### **SB-1 Appropriations (Stage 5) – Sent to the Comptroller.**

To learn more and follow these and other proposed bills go to <https://capitol.texas.gov/>

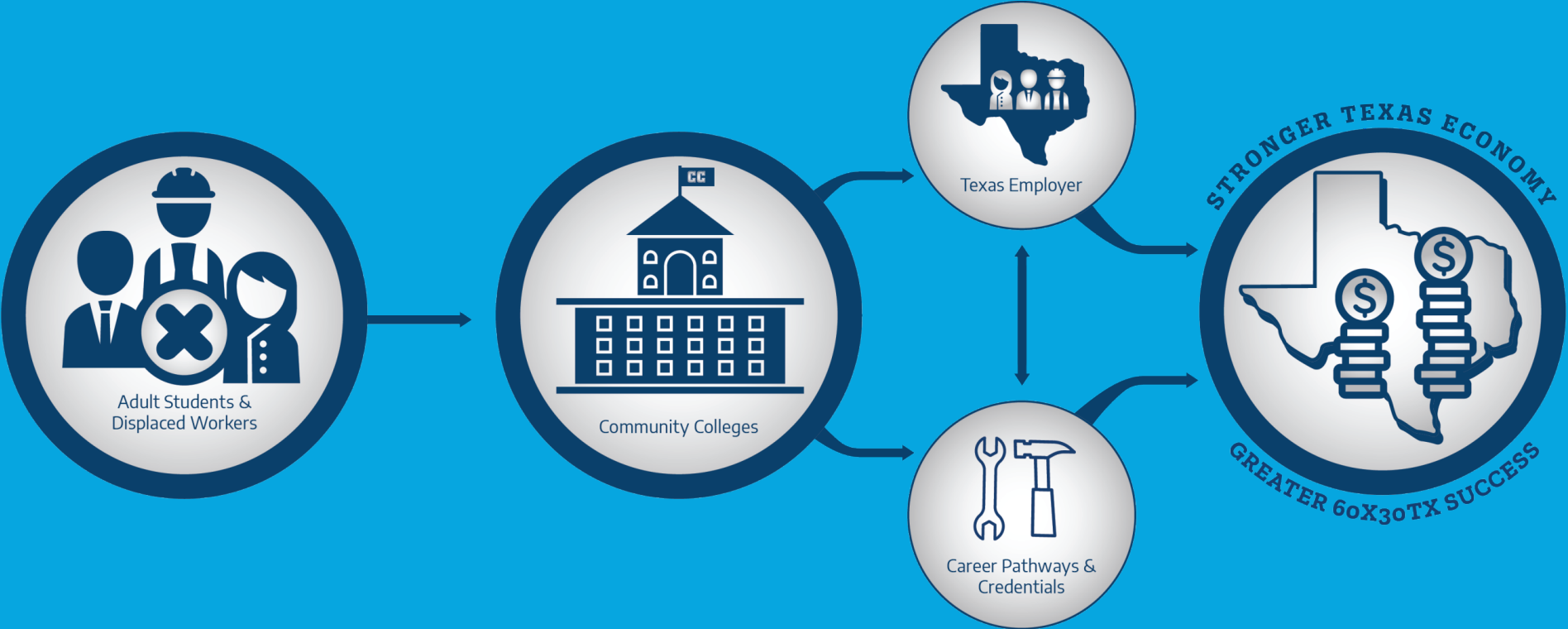


# Reskilling

## Marketing Campaign Updates

Board of Trustees | June 28, 2021

# Texas Reskilling & Upskilling through Education (TRUE)





**60×30TX**



Texas Higher Education  
Coordinating Board

At least 60 percent of  
Texans ages 25-34 will have  
a degree or certificate.

# Campaign Objective

Raise awareness for College of the Mainland and drive prospective student leads to rapidly equip displaced and underemployed workers with the skills needed to fill critical industry needs.

# What is **Smarter Education**?

## **Faster**

Degrees, programs and certificates on your schedule. Get work-ready in weeks not years.

## **Simpler**

Because registering for class shouldn't be harder than the course itself.

## **Fights Fear**

Our courses are low risk and high reward so students can feel good about their investment.

## **More Affordable**

Flexible scholarship options make us built for all budgets.

## **More Efficient**

No busy work. No jumping through hoops. Just the skills you need to land the job you want.

# Smarter Education **Fights Fear**

~~It's too  
expensive.~~

Prove yourself  
wrong.

smarter education  
COM  
College of the Mainland.

~~I'm too  
old.~~

Prove yourself  
wrong.

smarter education  
COM  
College of the Mainland.

~~I failed  
last time.~~

Prove yourself  
wrong.

smarter education  
COM  
College of the Mainland.

We've  
got this

Gain in-demand skills in a year  
or less with affordable programs  
at College of the Mainland.

smarter education  
COM  
College of the Mainland.

Smarter  
Education is  
**More  
Affordable**

~~Can you afford to?~~  
Can you afford not to?

Change your life with low-cost programs in high-paying industries.

smarter education

**COM**  
College of the Mainland.

# Smarter Education is **Faster**

No shortcuts.  
Just a shorter path.

Gain in-demand skills  
in a year or less with our  
affordable programs.



Learn  
more

# Digital: Social



# Digital: Ads

The image displays a variety of digital ad formats for College of the Mainland (COM). Each ad features a dark blue background with white and yellow text. The primary headline is "Can you afford ~~not~~ to make a change?". The ads are organized as follows:

- 300x600:** A large vertical ad with the headline, followed by "Substantial financial aid.", "In-demand skills.", and "Quick programs." Below this is "smarter education" and the COM logo. A yellow "Learn more" button is at the bottom left.
- 160x600:** A vertical ad with the headline, followed by "Substantial financial aid.", "In-demand skills.", and "Quick programs." Below this is "smarter education" and the COM logo. A yellow "Learn more" button is at the bottom.
- 120x600:** A vertical ad with the headline, followed by "Substantial financial aid.", "In-demand skills.", and "Quick programs." Below this is "smarter education" and the COM logo. A yellow "Learn more" button is at the bottom.
- 728x90:** A horizontal ad with the headline, followed by "Substantial financial aid.", "In-demand skills.", and "Quick programs." To the right is the COM logo and a yellow "Learn more" button.
- 970x90:** A horizontal ad with the headline, followed by "Substantial financial aid.", "In-demand skills.", and "Quick programs." To the right is "smarter education", the COM logo, and a yellow "Learn more" button.
- 300x250:** A vertical ad with the headline, followed by "Substantial financial aid.", "In-demand skills.", and "Quick programs." Below this is "smarter education" and the COM logo. A yellow "Learn more" button is at the bottom right.
- 336x280:** A vertical ad with the headline, followed by "Substantial financial aid.", "In-demand skills.", and "Quick programs." Below this is "smarter education" and the COM logo. A yellow "Learn more" button is at the bottom right.
- 320x50:** A small horizontal ad with the headline, followed by "Substantial financial aid.", "In-demand skills.", and "Quick programs." To the right is the COM logo.
- 320x100:** A small horizontal ad with the headline, followed by "Substantial financial aid.", "In-demand skills.", and "Quick programs." To the right is the COM logo.

# Billboards

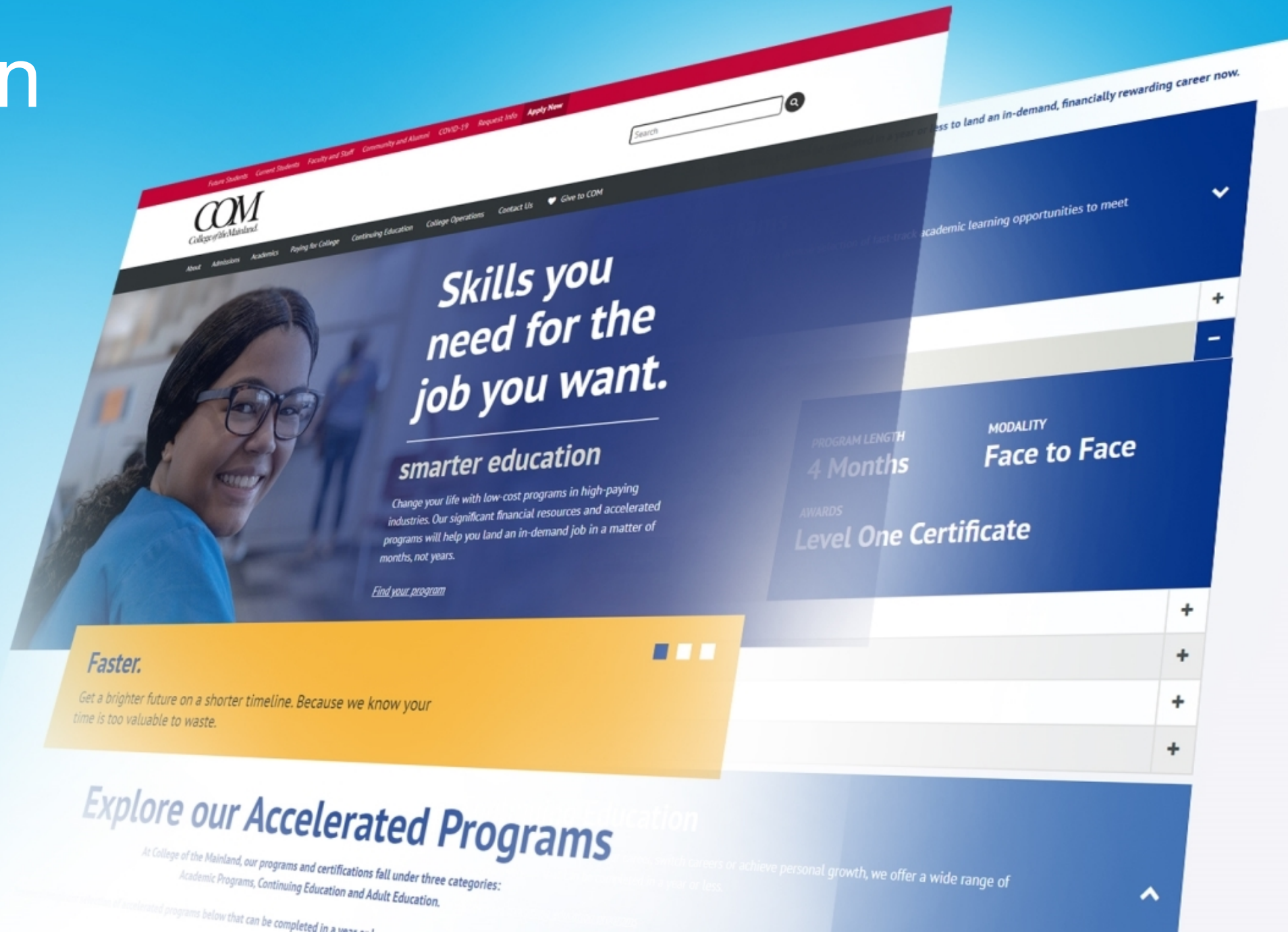
**COM**  
*College of the Mainland.*

**Get in-demand  
skills for less.**

**smarter education**

COM | *College of the Mainland.*

# Campaign Landing Page



# New Program Pages That Encourage Action

## Who Should Attend

- You take pleasure in working outdoors
- You love exploring on your own
- You are curious and interested
- You enjoy working with your hands

[Get Started!](#)

## Program Details

### PROGRAM LENGTH

298 total clock hours or  
37 weeks

### LEARNING FORMAT

Face to Face

### CAMPUS

Main Campus

### AWARDS

Non-credit Occupational Skills Award

## Career Insights

Occupational summary for Heating, Air Conditioning, and Refrigeration Mechanics and Installers



1,510

Annual Job Openings  
(2019)



4%

Projected Growth  
(2019-2029)



\$50,590 yr  
Median Salary / \$24.32 hr

# Centralized Financial Information

## Financial Resources

Our substantial financial aid makes our programs more affordable than you think.

Explore our financial resources to learn how we can make your journey toward higher education more manageable.

We look forward to assisting you in meeting your educational goals!

[Paying for College](#)

[Tuition and Fees](#)

[Financial Aid](#)

[Apply for Scholarships](#)

[Military Benefits](#)

[Emergency Aid](#)

# Featured Programs

- Academic
  - Advanced EMT
  - Day Fire Academy
  - Law Enforcement
  - Medical Assisting
  - Pharmacy Technician
  - Web Design
- Continuing Education
  - CNA
  - Phlebotomy
  - EKG Technician
  - Massage Therapy
  - HVAC
  - Pipefitting
- Adult Education
  - High School Equivalency (HSE)
  - English as a Second Language (ESL)

Thank You



PRESIDENT'S OFFICE

Resignations & Retirements

Last Name	First Name	Position	Hire Date	Last Date of Work	Termination Reason
Pannell	Carlene	Faculty – Health Info. Mgmt.	09/01/2012	05/28/2021	Deceased
Gwin	Pamela	Faculty - Nursing	09/01/2010	06/04/2021	Retirement
Glasgow	Adam	Media Specialist	01/02/2019	06/18/2021	Resignation
Williams	Melvin	Faculty – Business & Computer Technologies	08/12/1985	08/31/2021	Retirement
Aguilera	Danny	Faculty – Welding	09/01/2018	08/31/2021	Resignation
King	Charles	Director – Facility Services	03/03/2014	09/21/2021	Retirement
Ching	Lorin	Maintenance Electrician	11/24/2014	09/17/2021	Retirement
Hollman	Christopher	Program Manager	07/13/2015	08/31/2021	Resignation
Lewis	Cynthia	Director – Gulf Coast Safety Institute	07/01/2012	08/31/2021	Resignation



## PRESIDENT'S OFFICE

# Executive Session

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

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

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

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

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

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

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

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

Section 551.089 – For purpose of discussing security devices or security audits.

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.

1200 Amburn Road • Texas City, TX 77591 • 409-938-1211 • 1-888-258-8859 • [www.com.edu](http://www.com.edu)



PRESIDENT'S OFFICE

## Board of Trustee Officer Election

### **Chair**

“I nominate \_\_\_\_\_ for the position of Board Chair.”

### **Vice Chair**

“I nominate \_\_\_\_\_ for the position of Board Vice Chair.”

### **Secretary**

“I nominate \_\_\_\_\_ for the position of Board Secretary.”