



## **Notice/Agenda of June 2025 Regular Board Meeting**

**The Board of Trustees  
College of the Mainland  
Doyle Family Administration Boardroom (A129)  
1200 Amburn Road  
Texas City, Texas 77591  
Monday, June 23, 2025**

The June 2025 Regular Board Meeting of the Board of Trustees of College of the Mainland will be held Monday, June 23, 2025, beginning at 1:30 PM in the

Doyle Family Administration Boardroom (A129)  
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 Special Called Minutes of May 28, 2025
  - B. Consideration of and Possible Action to Approve the Full Board Minutes of Wednesday, May 28, 2025
5. **Comments from the Community**
  - A. Employees
  - B. Other Citizens
6. **Constituent Leader Activity Reports**
  - A. Faculty Senate - Candice Edmonston, President
  - B. Professional Council - Alisha Lyon, President
7. **Bond Update - Presented by LAN (Lockwood, Andrews & Newnam, Inc.)**
8. **COMmons - Presentation by Cannon Design**
9. **Human Resources Items**
  - A. Appointment Nominations
    1. Consideration of and Possible Action to Approve the Appointment Nomination of Marcelo Angulo to the Position of Site Manager (League City Campus), Vice President for Student Affairs Department

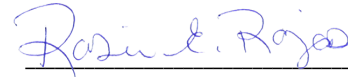
2. Consideration of and Possible Action to Approve the Appointment Nomination of Kathryn Clark to the Position of Academic Advisor, Student Success Center
    3. Consideration of and Possible Action to Approve the Appointment Nomination of Alexis Lopez to the Position of Academic Advisor, Student Success Center
  - B. Consideration of and Possible Acceptance of the Non-Contractual Positions Hiring Report as Written
10. **Consideration of and Possible Action to Update Required Signatories for COM Bank Accounts, as Required by Each Banking Institution**
11. **Financial Report(s)**
  - A. Consideration of and Possible Action to Accept the May 2025 Investment Report and Financial Reports
  - B. Consideration of and Possible Action to Accept the May 2025 Quarterly Investment Report
12. **Consideration of and Possible Action to Set the Date for the December Board of Trustees Meeting on Monday, December 8, 2025**
13. **Board Report**
14. **President's Report**
  - A. Updates
    1. College of the Mainland Academic Master Plan 2024-2027
  - B. Reminders/Announcements
    1. Board Meetings
      - Budget Workshop - Friday, July 18th
      - July 2025 - Monday, July 28th
      - August 2025 - Monday, August 25th
      - September 2025 - Monday, September 22nd
      - October 2025 - Monday, October 27th
    2. Pride Celebration, Tuesday, June 24th, 12:30 p.m., STEAM 120
    3. July 4th Celebration, Tuesday, July 1st, 11:30 a.m., COM Student Center
    4. Fall 2025 Convocation, Monday, August 11th, 9:00 a.m., COM Conference Center
  - C. Resignations and Retirement Report
  - D. Miscellaneous Updates
15. **Adjournment to a Closed or Executive Session Pursuant to the Texas Government Code of the Open Meetings Act**  
**Section 551.072 - For the purpose of discussing the purchase, exchange, lease or value of real property**  
**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**
16. **Discussion of Real Estate Matter**
17. **Consideration of and Possible Action on any Items Discussed in Closed Session**
18. **Consideration of and Possible Action on the Adoption of a Resolution to Appoint \_\_\_\_\_ to Serve the Remaining Term of Trustee, Position 2, College of the Mainland Board of Trustees.**
19. **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, Thursday, June 19, 2025, 3:00 P.M.

## **Administration**

President Warren Nichols, Ed.D.  
Executive Vice President Helen Brewer, Ph.D.  
Vice President David Wesse, Ph.D.



Rosie E. Rojas  
Board Clerk



PRESIDENT'S OFFICE

# Call to Order

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



PRESIDENT'S OFFICE

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

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



College of the Mainland  
Board of Trustees  
2025-2026

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

Ms. Wilma Green,  
Trustee  
7310 Plover Circle  
Texas City, TX 77591  
409-939-0008  
[Greenwc8618@att.net](mailto:Greenwc8618@att.net)

Mr. Kyle L. Dickson,  
Board Vice Chair  
2514 Pilgrim Estate Dr.  
Texas City, TX 77590  
713-256-2343  
[kdickson@murray-lobb.com](mailto:kdickson@murray-lobb.com)

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

Dr. Kimberly Dodson,  
Board Secretary  
4204 Scenic Drive  
Dickinson, TX 77539  
832-284-2448  
[Dodsonkdj@gmail.com](mailto:Dodsonkdj@gmail.com)

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



## **MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 23, 2025  
Subject: Special Called 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 Special Called Board Minutes of May 28, 2025."

### **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 5/28/25

**College of the Mainland Board of Trustees  
Minutes of Wednesday, May 28, 2025  
Special Called Board of Trustees Meeting  
1:00 p.m., Doyle Family Administration Building**

**Call to Order**

Don Gartman called the meeting to order at 1:00 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.

**Consideration of and Possible Action to Approve the Swearing-In of Newly Elected Board of Trustee Members**

Melissa Skipworth moved the Board of Trustees approve the Swearing-In of newly elected Board of Trustee members. Kyle Dickson seconded the motion; all voted in approval.

**Certification of Election**

Christine Brasher, COM General Counsel, distributed the certificate of elections to each of the trustees listed below.

**Certification of Election - Wilma Green, Position 1**

**Certification of Election - Kimberly Dodson, Position 4**

**Certification of Election - William McGarvey, Position 6**

**Statement of Elected Officers**

Christine Brasher, COM General Counsel, distributed the statement of elected officials to each of the trustees listed below.

**The Statement of Elected Officer was signed by Wilma Green, Position 1**

**The Statement of Elected Officer was signed by Kimberly Dodson, Position 4**

**The Statement of Elected Officer was signed by William McGarvey, Position 6**

**Oath of Office**

**The Oath of Office will be Administered to Wilma Green, Position 1,**

Diane Merchant, notary, administered the oath of office to Wilma Green, Position 1.

**The Oath of Office will be Administered to Kimberly Dodson, Position 4**

Jessica Nunes, COM employee and notary, administered the oath of office to Kimberly Dodson, Position 4.

**The Oath of Office will be Administered to Bill McGarvey, Position 6**

Genevieve McGarvey, attorney of law and notary, administered the oath of office to William McGarvey, Position 6.

**Adjournment at 1:09 p.m.**



Melissa Skipworth, Secretary  
Board of Trustees



Don Gartman, Chair  
Board of Trustees



## **MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 23, 2025  
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 28, 2025."

### **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 5/28/25

**College of the Mainland Board of Trustees**  
**Minutes of Wednesday, May 28, 2025**  
**1:30 p.m., Doyle Family Administration Building**

**Call to Order**

Don Gartman called the meeting to order at 1:30 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.

**Minutes**

**Consideration of and Possible Action to Approve the Full Board Minutes of Monday, April 28, 2025**

Melissa Skipworth moved the Board of Trustees approve the Full Board Minutes of Monday, April 28, 2025. Bill McGarvey seconded the motion; all voted in approval.

**Comments from the Community**

No comments

**Constituent Leader Activity Reports**

**Professional Council** – Alisha Lyon, President, updated the Board on professional employee activities.

**Classified Council** – Alexandria Gibbons, Vice President, updated the Board on classified employee activities.

**Bond Update - Presented by LAN (Lockwood, Andrews & Newnam, Inc.)**

Paula Drnevich and C.W. Scheibe, LAN, updated the Board on the bond projects.

**Consideration of and Possible Action to Approve the amendment to the Cannon Design Contract 23-27 for Additional Design and Construction Administrative Services in the Amount of \$331,150**

Bill McGarvey moved the Board of Trustees approve the Amendment to the Cannon Design Contract 23-27 for additional design and construction administrative services in the amount of \$331,150. Melissa Skipworth seconded the motion; all voted in approval.

**Consideration of and Possible Action to Approve Change Order 001 to Purchase Order #B0003181 Awarded to Terracon Consultants, Inc. for PSC Special Inspection & Testing Services, as Presented, in an Amount Not-to-Exceed \$114,500**

Melissa Skipworth moved the Board of Trustees approve change order 001 to purchase order #B0003181 awarded to Terracon Consultants, Inc. for PSC special inspection & testing Services, as presented in an amount not-to-exceed \$114,500. Bill McGarvey seconded the motion; all voted in approval.

**Human Resources Items**

**Appointment Nominations**

**Consideration of and Possible Action to Approve the Appointment Nomination of Dr. Belinda Aaron to the Position of Financial Analyst, Financial Services Department**

Bill McGarvey moved the Board of Trustees approve the appointment of Dr. Belinda Aaron to the position of Financial Analyst, Financial Services Department. Wilma Green seconded the motion; all voted in approval.

**Consideration of and Possible Action to Approve the Appointment Nomination of Karee Carter to the Position of Faculty – Nursing, Nursing Department**

Wilma Green moved the Board of Trustees approve the appointment of Karee Carter to the position of Faculty – Nursing, Nursing Department. Kim Dodson seconded the motion; all voted in approval.

**Consideration of and Possible Action to Approve the Appointment Nomination of Domingue Foster to the Position of Enrollment Coach, Dual Credit Department**

Kim Dodson moved the Board of Trustees approve the appointment of Domingue Foster to the position of Enrollment Coach, Dual Credit Department. Bill McGarvey seconded the motion; all voted in approval.

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

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

**Financial Report(s)**

**Consideration of and Possible Action to Accept the April 2025 Investment and Financial Reports**

Kyle Dickson moved the Board of Trustees accept the April 2025 Investment Report and the April 2025 Financial Reports. Bill McGarvey seconded the motion; all voted in approval.

**Board Report**

**No Board Report this month.**

**President's Report**

**Updates**

**College of the Mainland Academic Master Plan 2024-2027**

A draft copy of the Academic Master Plan was provided to the Board.

**Update on the Emergency Repairs to the Fine Arts Building**

Dr. Nichols updated the Board on the emergency repairs to the Fine Arts Building.

**Reminders/Announcements**

**Board Meetings**

June 2025 – Monday, June 23<sup>rd</sup>

**BUDGET WORKSHOP-** July 18<sup>th</sup>, 9:00 a.m.

July 2025 – Monday, July 28<sup>th</sup>

August 2025 – Monday, August 25<sup>th</sup>

September 2025 – Monday, September 22<sup>nd</sup>

**Juneteenth Celebration - Tuesday, June 17<sup>th</sup>, 12:30 p.m., COM Conference Center**

**Pride Celebration, Tuesday, June 24<sup>th</sup>, 12:30 p.m., STEAM 120**

**Resignations and Retirement Report – included in board packet.**

**Consideration of and Possible Action to Adopt a Process for Filling the Vacancy in Single Member District Position 2 of the Board of Trustees by Appointment**

Melissa Skipworth moved the Board of Trustees approve the process for filling the vacancy in Single Member District (SMD) Position 2 by appointment. Kyle Dickson seconded the motion; all voted in approval.

**Election of Board of Trustees Officers**

**Board Chair**

Bill McGarvey moved to elect Melissa Skipworth as Board Chair. Kim Dodson seconded the motion; all voted in approval.

**Board Vice Chair**

Don Gartman moved to elect Kyle Dickson as Board Vice Chair. Wilma Green seconded the motion; all voted in approval.

**Board Secretary**

Kim Dodson self-nominated for the position of Board Secretary. Don Gartman seconded the motion; all voted in approval.

**Adjournment at 2:52 p.m.**

A handwritten signature in blue ink, appearing to read "Melissa Skipworth".

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Melissa Skipworth, Secretary  
Board of Trustees

A handwritten signature in blue ink, appearing to read "Donald S. Garton".

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Don Garton, Chair  
Board of Trustees

## Comments from the Community

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

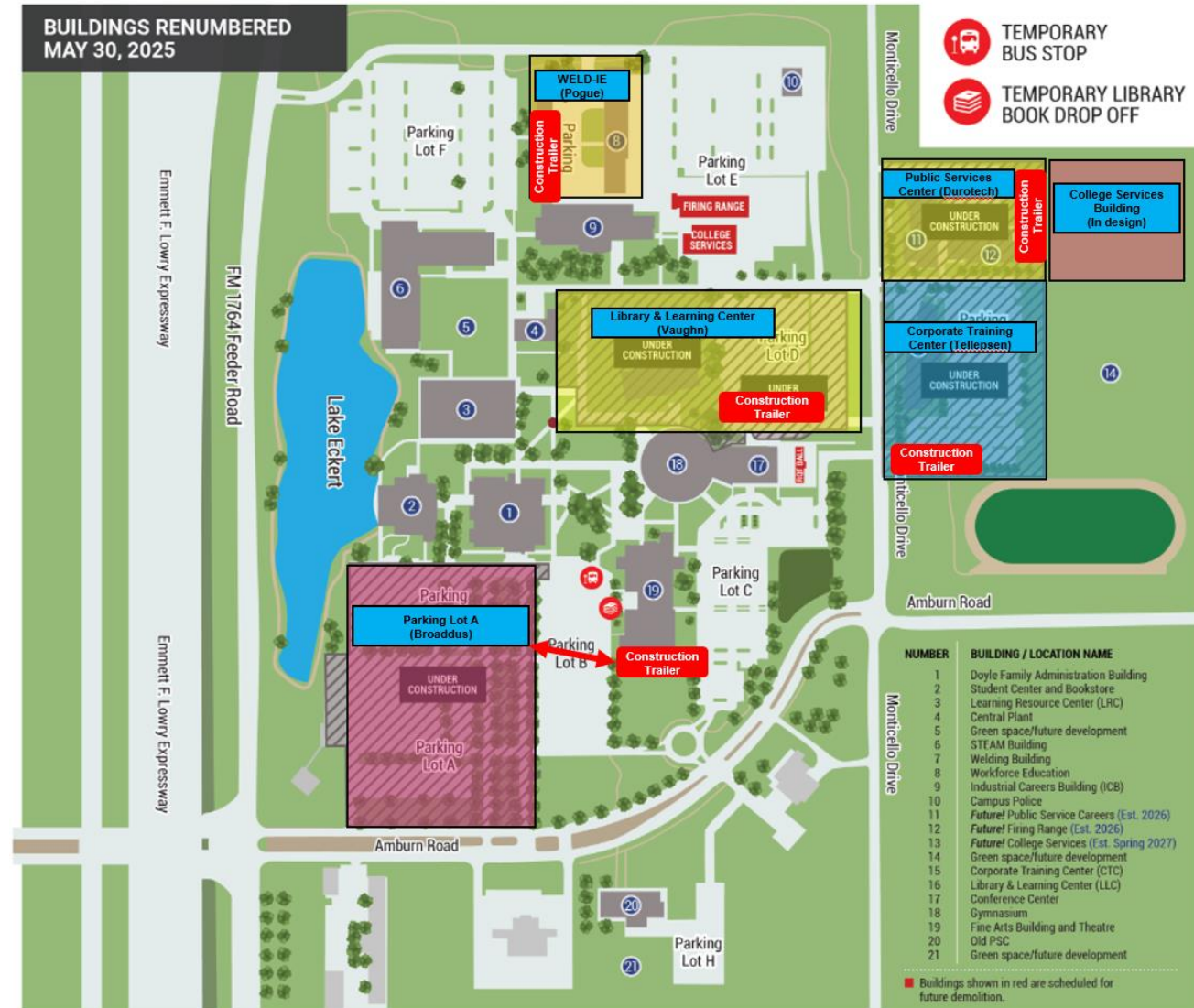


# Bond Update

College of the Mainland, 2023 Bond Program

June 23, 2025

# 2023 Bond Projects



# Welding and Workforce Education Buildings

## Completed Activities:

- Welding Building:
  - CMU Walls
- Workforce Education Building:
  - New RTUs set

## Project Milestones:

- Design Phase: July 2023 – Mar 2024
  - Bidding: Mar 2024 – May 2024
  - Construction Phase: June 2024 – Sep 2025
- Project is on Schedule

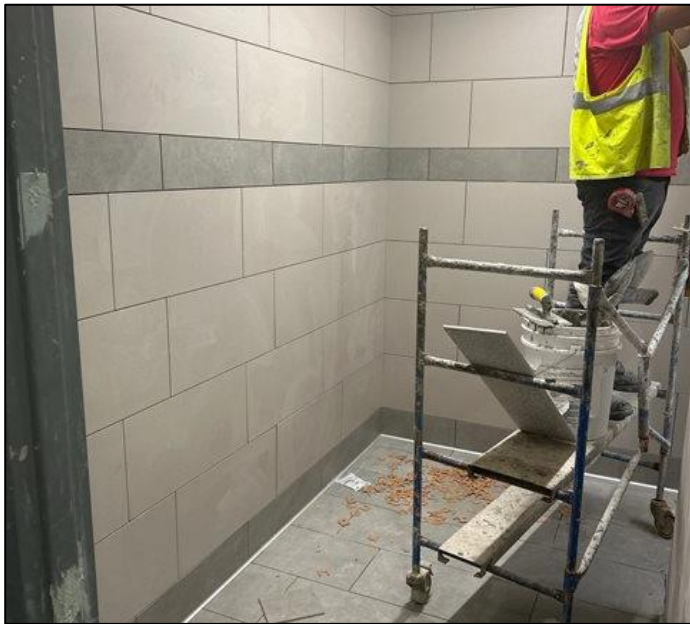
## Ongoing/Upcoming Activities:

- Welding Building:
  - Interior/Exterior door frame installation
  - Seal concrete floors
  - Plumbing fixture installation
  - Interior framing for addition
  - Ductwork installation
- Workforce Education Building:
  - Interior and exterior door frames

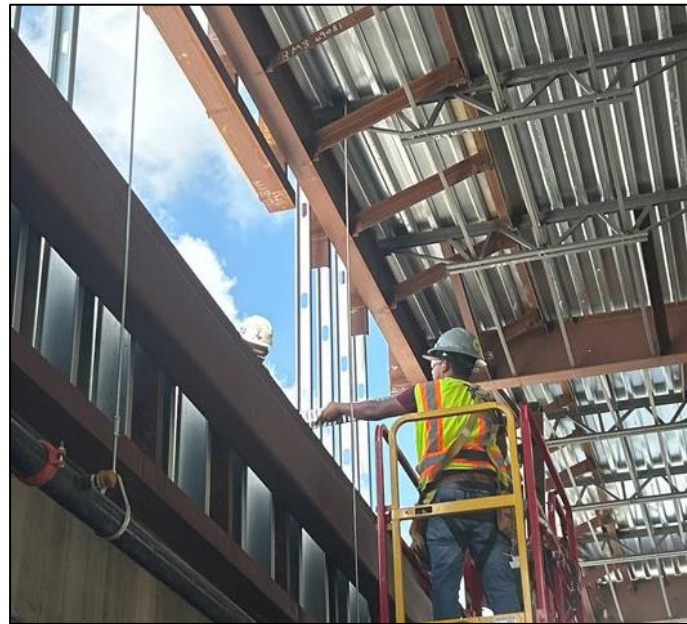
## Project Costs:

- Total Project Budget: \$15,104,670
  - Project Cost to Date: \$10,579,921
  - Total Construction Budget: \$12,372,216
  - Construction Cost to Date: \$9,073,583
- Project is in Budget

# Welding and Workforce Education Buildings



*Tile at Workforce Education Restrooms*



*Metal stud framing at Welding Bldg Addition*

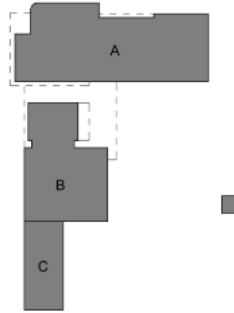


*Above ceiling work at Welding Addition*

# Public Service Careers

## Completed Activities:

- Training Tower structural steel
- CMU at Area B
- Exterior framing and sheathing – Area A



## Project Milestones:

- Design Phase: July 2023 – June 2024
  - Bidding: Aug 2024 – Oct 2024
  - Construction Phase: Nov 2024 – Mar 2026
- Project is on Schedule

## Ongoing/Upcoming Activities:

- Roofing
- Overhead duct work
- Exterior brick
- Interior plumbing and Electrical Rough-in – Area A
- Burn Building Planning (Proposed Timeline):
  - May – July 2025: Lease Negotiation/Board Approval
  - July – Nov 2025: Design
  - Nov 2025 – Jan 2026: Subcontractor Bids
  - Mar 2026 – UTC: Construction

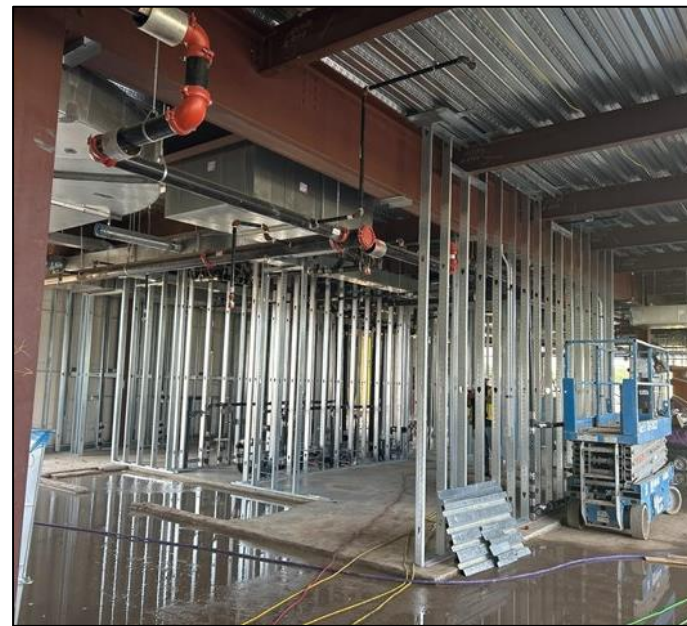
## Project Costs:

- Total Project Budget: \$30,907,763
  - Project Cost to Date: \$9,313,867
  - Total Construction Budget: \$26,785,339
  - Construction Cost to Date: \$7,492,414
- Project is in Budget

# Public Service Careers



*CMU and metal decking at Vehicle Apparatus Bay*



*Interior Framing, Area A*

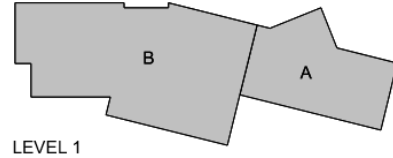


*Training Tower structural steel*

# Corporate Training Center

## Completed Activities:

- Structural Steel
- Site drainage
- Exterior metal framing
- Fiber conduit boring from main campus



## Project Milestones:

- Design Phase: Oct 2023 – July 2024
  - Bidding: Aug 2024 – Oct 2024
  - Construction Phase: Nov 2024 – Dec 2025
- Project is on Schedule

## Ongoing/Upcoming Activities:

- Exterior sheathing and waterproofing
- Above ceiling rough-in
- Roofing

## Project Costs:

- Total Project Budget: \$14,791,197
  - Project Cost to Date: \$4,318,009
  - Total Construction Budget: \$13,007,057
  - Construction Cost to Date: \$3,480,890
- Project is in Budget

# Corporate Training Center



*Interior framing*



*Exterior mock-up*



*Exterior sheathing and waterproofing*

# College Services Building

## Completed Activities:

- Programming Meeting # 2
- Board of Trustees approval for new building – April 2025

## Project Milestones:

- Design Phase: Jan 2025 – Sep 2025
  - Bidding: Oct 2025 – Jan 2026
  - Construction Phase: May 2026 – Apr 2027 (Tentative)
- Project is on Schedule

## Ongoing/Upcoming Activities:

- Schematic Design Review – Meeting with COM scheduled for 6/26/2025
- CMAR Procurement:
  - 1<sup>st</sup> Advertisement – June 24, 2025

## Project Costs:

- Total Project Budget: \$12,547,373
- Project Cost to Date: \$31,948
- Total Construction Budget: \$10,500,000
- Construction Cost to Date: \$0

Project is in Budget



# Library & Learning Center

## Completed Activities:

- Vaughn has mobilized on-site. Permit is purchased.
- Added scope of Parking lot D East and lake fountains was approved to be added to Cannon's contract
- COMmons, site lighting, wayfinding/signage and demo package currently in design. Meeting held June 17. Future GMP amendment for this scope to be presented fall 2025. Present to BOT today.



## Project Milestones:

- Design Phase: Jul 2023 – Feb 2025
- Bidding: Feb 2025 – Mar 2025
- Construction Phase: Apr 2025 – June 2027
- Project is on Schedule

## Ongoing/Upcoming Activities:

- Interior asbestos sampling complete on buildings that will be demolished; exterior samples will be completed late June
- Coordination of a 'phase 1' signage package is ongoing

## Project Costs:

- Total Project Budget: \$ 129,811,536\*
- Project Cost to Date: \$ 5,579,601.95
- Guaranteed Maximum Price: \$ 101,854,219\* inc. Owner's Cont.
- Construction Cost to Date: \$ 0

Project is under budget

\* TPC and GMP reflect increased scope of Parking Lot D, Cooling Tower Replacement and Monticello improvements (north side)

# Library & Learning Center



*Vaughn office mobilization*



*Office trailer setup*



*Laydown yard and material storage*

# Infrastructure – Parking Lots and Underground Utilities

## Completed Activities:

- Phase 1(Lot C) – Complete
- Phase 2 (Lot B) – Complete (replace some palm trees under warranty)

## Project Milestones:

- Phase 1 – Lot C and Underground Utilities:
  - Jul 2024 – Dec 2024
- Phase 2 – Lot B and Underground Utilities:
  - Dec 2024 – Apr 2025
- Phase 3 – Lot A and Lake Eckert Expansion:
  - Apr 2025 – Oct 2025

## Ongoing/Upcoming Activities:

- Complete with the COMmons underground utilities. Final clean-up of utility work ongoing.
- Phase 3 (Lot A and Fred Taylor) Demolition started 4/14/2025, scheduled completion is 10/01/2025.
  - Grading in progress.
  - Underground utilities for Fred Taylor section 95% complete. Expect to turn over Fred Taylor by Aug 1

## Project Costs:

- Total Project Budget: \$12,839,580
- Project Cost to Date: \$ 6,158,820
- Total Construction Budget: \$ 9,762,700
- Construction Cost to Date: \$ 5,909,407

Project is in Budget



# Parking Lots A, B, C



*Demolition – Lot A*



*Demolition – Lot A*



*Demolition Lot A*

# Infrastructure – Reroof of Student Center and Conference Center

## Completed Activities:

- Conference Center:
  - Complete

## Project Milestones:

- Construction Phase: Sep 2024 – June 2025
- Project is on Schedule

## Ongoing/Upcoming Activities:

- Student Center
  - Started 3/15/2025
  - Interior repairs to student area late June
  - Completion 6/15/25, due to weather delays
    - Roofing complete
    - Sheet metal in progress
    - Roof Hatch and Ladder in fabrication

## Project Costs:

- Total Project Budget: \$1,727,985
- Project Cost to Date: \$1,288,280
- Total Construction Budget: \$1,506,223
- Construction Cost to Date: \$1,210,677

Project is in Budget

# Infrastructure – Reroof of Student Center and Conference Center



# Infrastructure – Fine Arts Electrical Upgrades

## Completed Activities:

- Programming and Schematic Design Meeting # 1
- 50% Construction Document review meeting held May 21

## Project Milestones:

- Design Phase: Nov 2024 – July 2025
- Bidding: Aug 2025-Sept 2025
- Construction Phase: Oct 2025 – Feb 2026

## Ongoing/Upcoming Activities:

- Construction Documents being completed
- Will structure bidding so that work can occur over winter break 2025

## Project Costs:

- Total Project Budget: \$1,944,440
- Project Cost to Date: \$ 66,668.31
- Total Construction Budget: \$1,500,000
- Construction Cost to Date: \$0

Project is in Budget



# Bond Campus Furniture

## Completed Activities:

- Vendor contract recommendations approved at March BOT
- Purchase orders issued to vendors

## Project Milestones:

- Design Phase: Apr 2024 – Sep 2024
- Bidding: Jan 2025 – Feb 2025
- Procurement: Jan 2025 – Mar 2025
- Installation Phase: Per Project

## Ongoing/Upcoming Activities:

- Weld/IE order being placed

## Project Costs:

- Total FF&E Budget: \$11,531,102
- Total Furniture Project Budget: \$ 8,000,000
- Purchase Order Total: \$ 5,905,038.95 \*
- Project Cost to Date: \$ 304,897
- Vendor Cost to Date: \$ 0

Project is under Budget

\* Includes owner and possible tariff contingencies



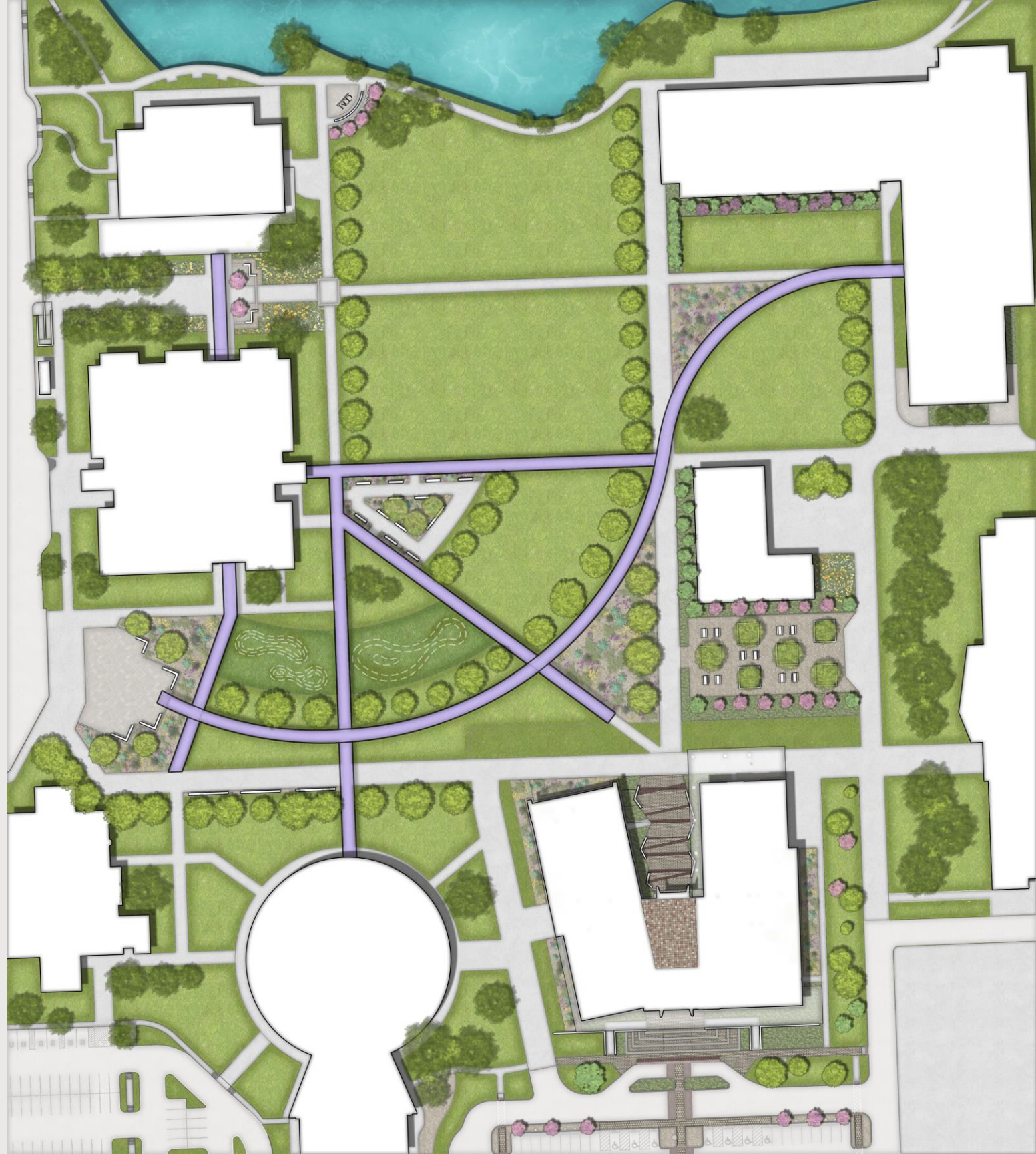
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# Questions?

# COMmons

Board Presentation

June 23, 2025



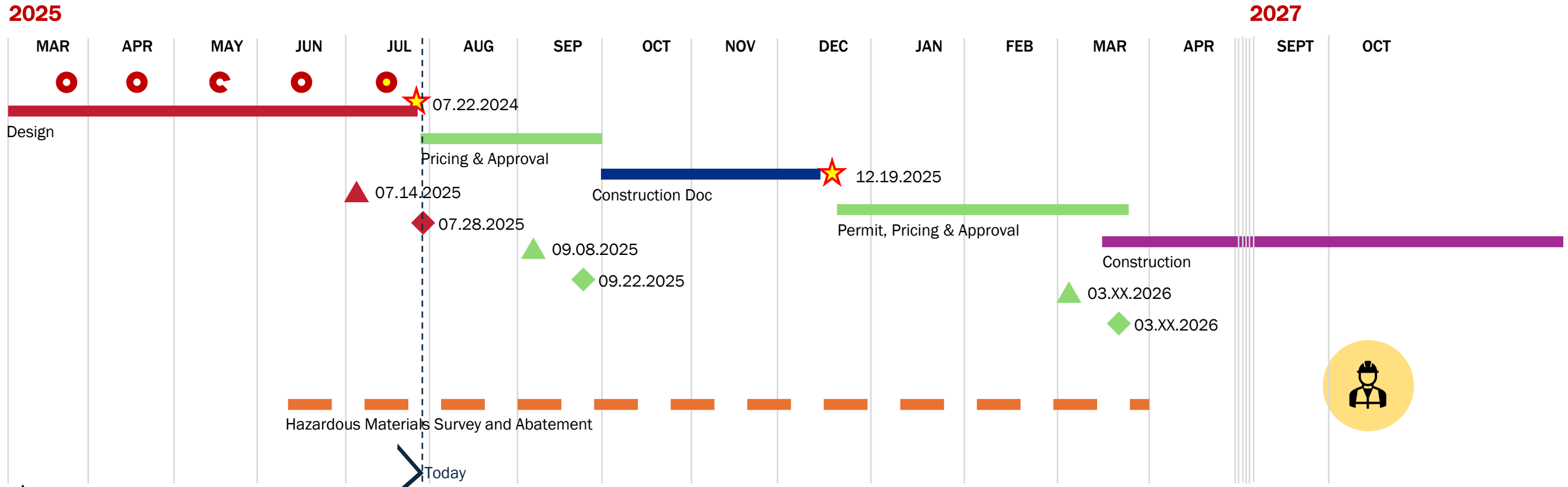
## Objective

Obtain feedback on overall design concept and individual spaces.

## Agenda

- Schedule
- Proposed Design
- Q&A

# Project Schedule

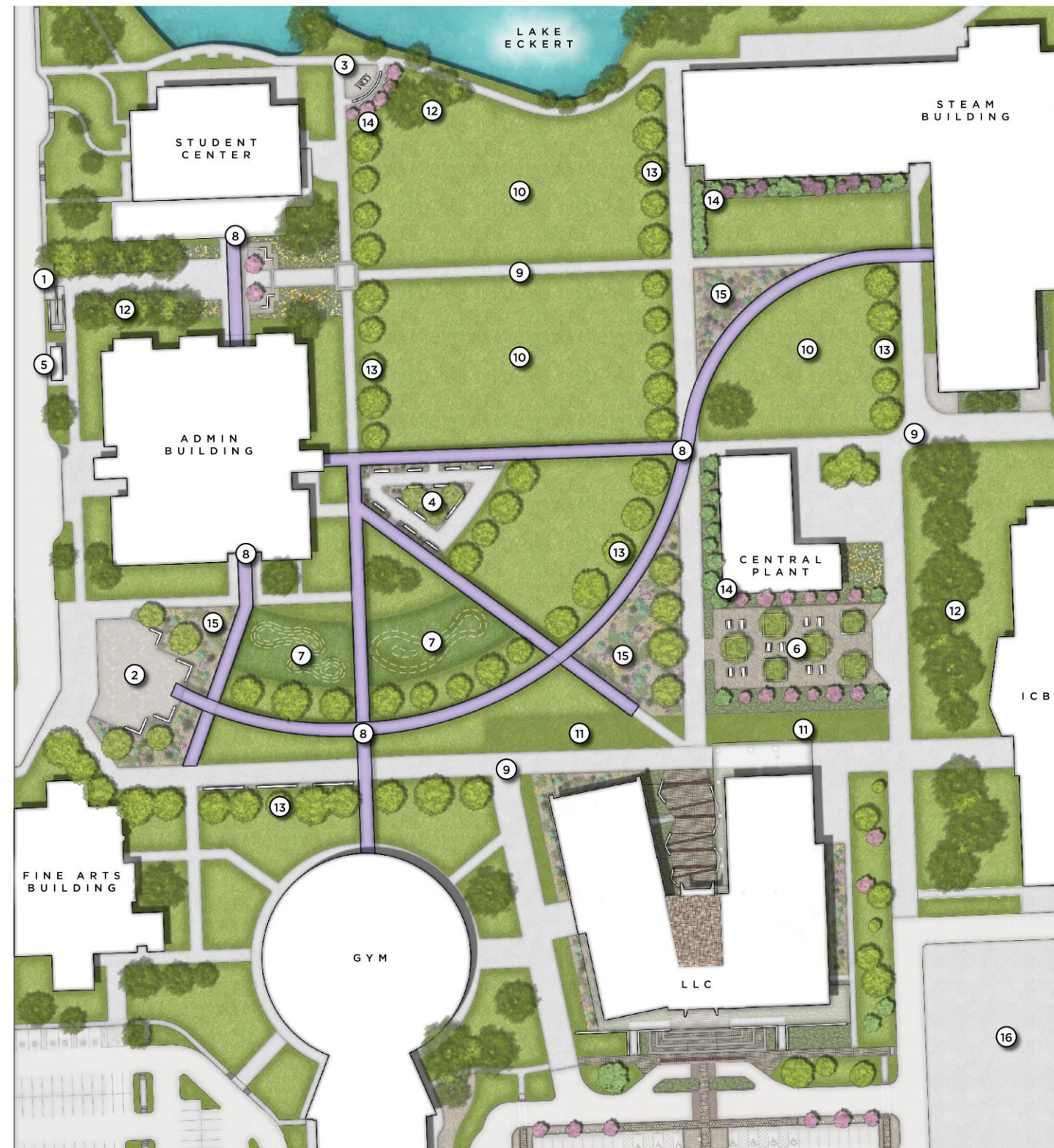


- Steering Committee Meeting
- Board Meeting
- Workshop
- 90% Page Turn
- Final Deliverable

# Proposed Design

**LEGEND**

- ① NORTH ENTRANCE
- ② SOUTH ENTRANCE
- ③ MEMORIAL GARDEN
- ④ STALLWORTH PLAZA
- ⑤ BUS STOP
- ⑥ PICNIC PLAZA
- ⑦ ARTIFICIAL TURF AND BERMS
- ⑧ COVERED WALKWAYS
- ⑨ SIDEWALKS
- ⑩ RECREATIONAL FIELD
- ⑪ FIRE LANE
- ⑫ EXISTING TREES
- ⑬ PROPOSED SHADE TREES
- ⑭ PROPOSED ORNAMENTAL TREES
- ⑮ XERISCAPE PLANTING
- ⑯ FUTURE PARKING LOT



# Campus Entry



# Campus Entry

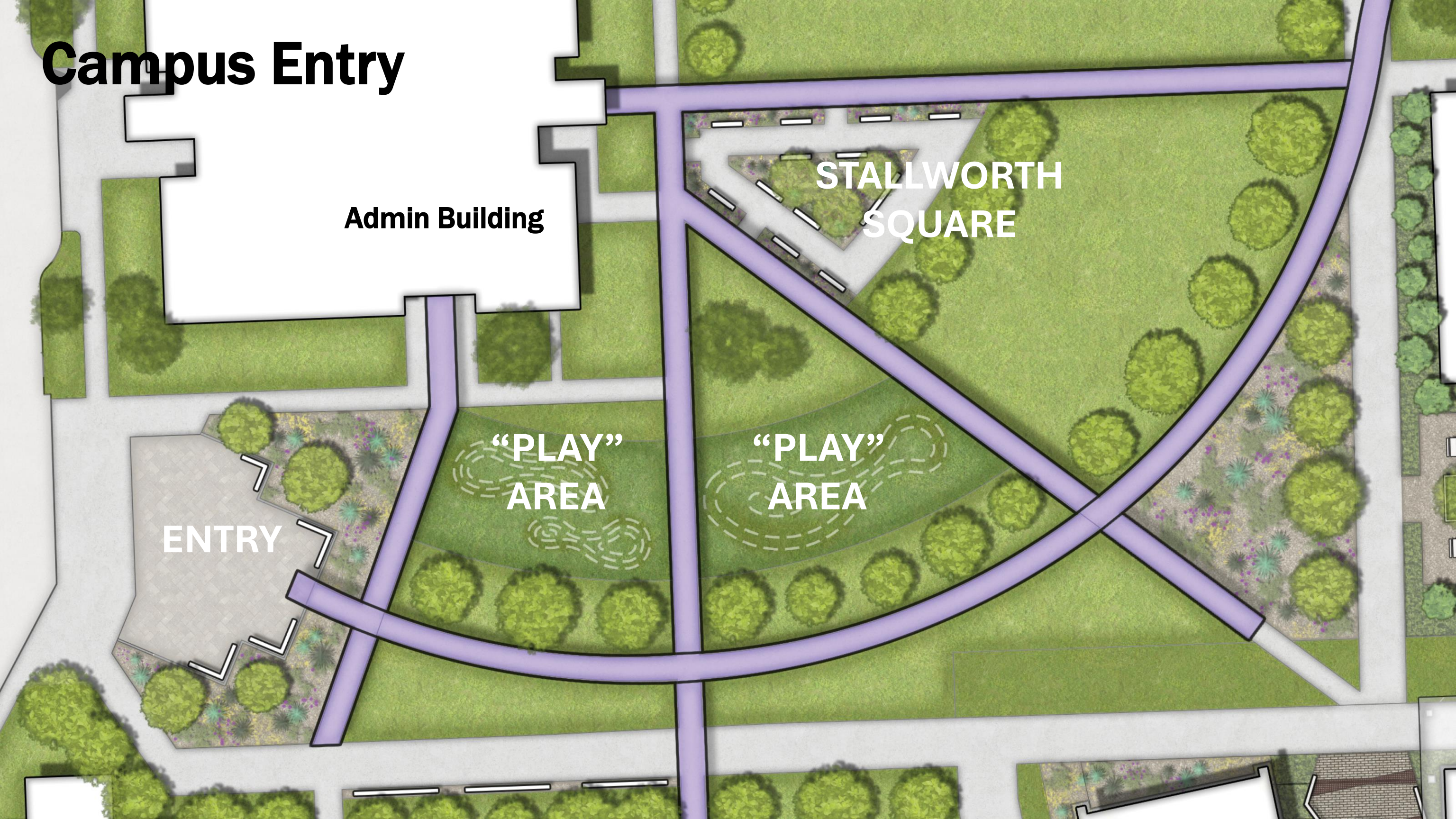
Admin Building

STALLWORTH  
SQUARE

“PLAY”  
AREA

“PLAY”  
AREA

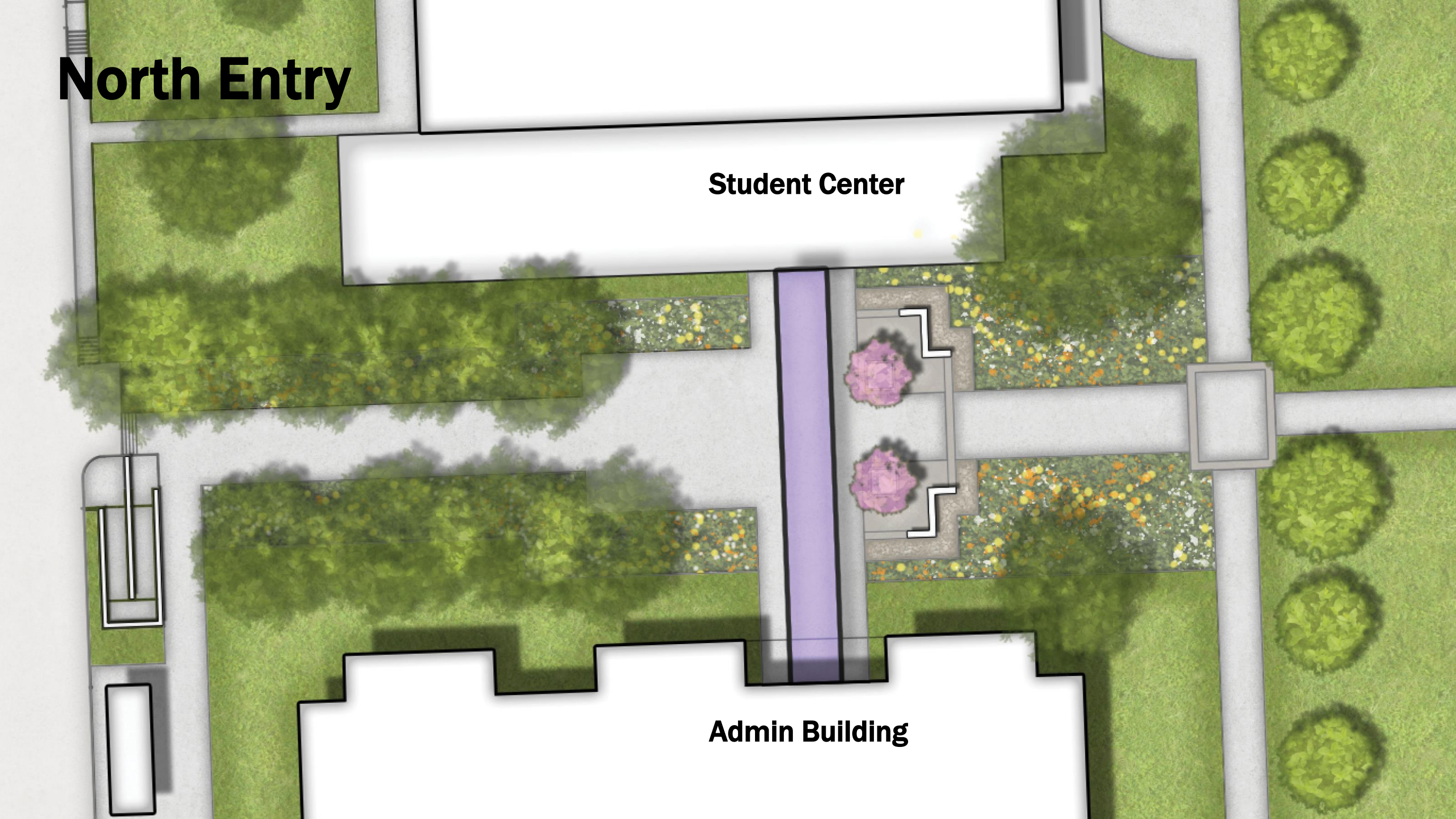
ENTRY



**North Entry**

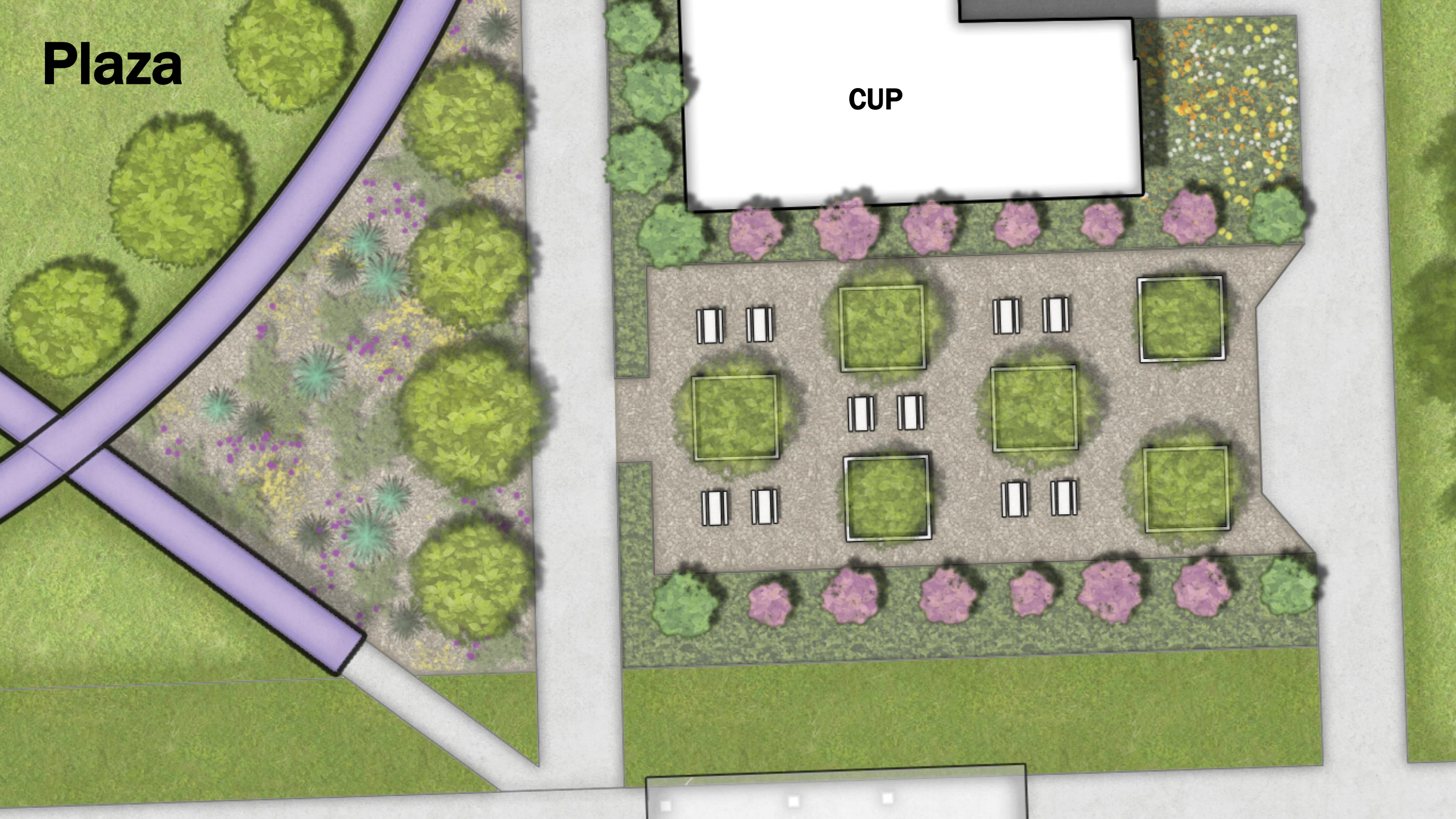
**Student Center**

**Admin Building**



**Plaza**

**CUP**



# Memorial Garden

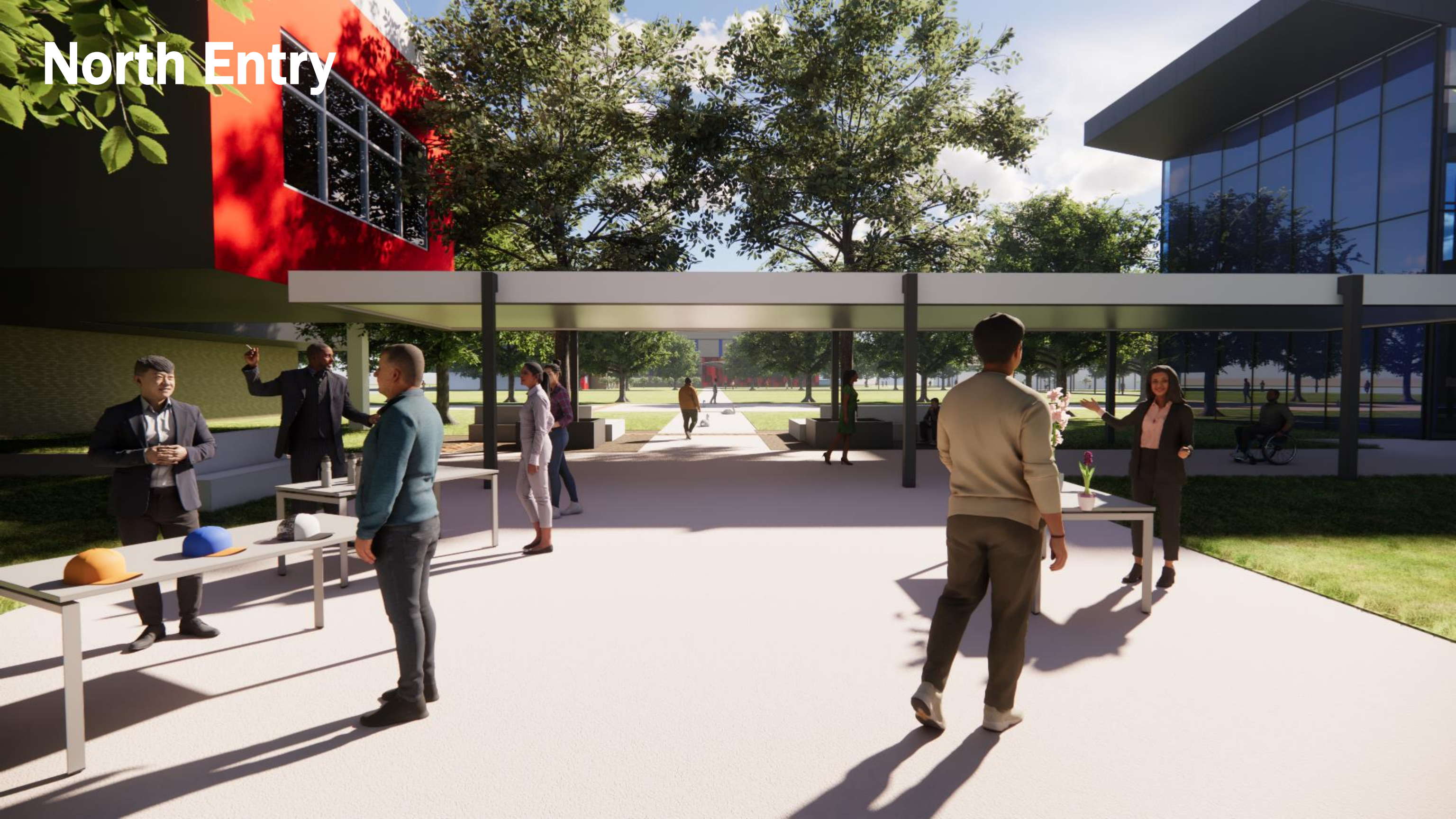


Student Center

# Campus Entry



# North Entry



# Memorial Garden



# Campus Entry Play Area



# Campus Entry Play Area



# Plaza



# Plaza



# Plaza



# View Above Campus Entry



**Thank you**  
**Q&A**



PRESIDENT'S OFFICE

**MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 23, 2025  
Subject: Recommendation – Site Manager (League City Campus) (Replacement)

Presented for recommended approval to the Board of Trustees on June 23, 2025 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 Dr. Marcelo Angulo to the position of Site Manager (League City Campus), Vice President for Student Affairs Department.”**

**PURPOSE**

Reporting directly to the Vice President for Student Affairs, the Site Manager holds a pivotal leadership role in overseeing the daily operations of the League City site. This position is responsible for ensuring that the facility remains safe, functional, welcoming, and responsive to the needs of students. The Site Manager combines operational oversight with a strong commitment to customer service, supporting facilities management, student engagement, and space utilization. As a proactive problem solver and collaborative leader, the Site Manager enhances the overall site experience through effective coordination, strategic thinking, and a consistent focus on operational excellence..

**BACKGROUND**

This is a replacement position for Christina Bergvall.

**IMPLICATIONS**

Financial: \$65,699 from budget 11-0-0000-5119-5140.

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 23, 2025  
Subject: Recommendation – Academic Advisor (New)

Presented for recommended approval to the Board of Trustees on June 23, 2025 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 Kathryn Clark to the position of Academic Advisor, Student Success Center.”**

**PURPOSE**

The Academic Advisor provides comprehensive student support to a caseload of students, evaluating test scores for course placement, assisting with course selection, and guiding students through the online registration process. The Advisor will meet regularly with students to review degree progress, monitor advancement towards graduation requirements, and provide guidance on academic policies, procedures, and campus resources.

**BACKGROUND**

This position is new position approved by the Board of Trustees.

**IMPLICATIONS**

Financial: \$57,045 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



PRESIDENT'S OFFICE

**MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 23, 2025  
Subject: Recommendation – Academic Advisor (Replacement)

Presented for recommended approval to the Board of Trustees on June 23, 2025 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 Alexis Lopez to the position of Academic Advisor, Student Success Center.”**

**PURPOSE**

The Academic Advisor provides comprehensive student support to a caseload of students, evaluating test scores for course placement, assisting with course selection, and guiding students through the online registration process. The Advisor will meet regularly with students to review degree progress, monitor advancement towards graduation requirements, and provide guidance on academic policies, procedures, and campus resources.

**BACKGROUND**

This position is a replacement position for Angela Tuel.

**IMPLICATIONS**

Financial: \$50,758 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 23, 2025  
Subject: Recommendation – Acceptance of Non-Contractual Positions Hiring Report

Presented for recommended acceptance to Board of Trustees on June 23, 2025.

### 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:

Scholarship Specialist - \$52,745 from budget 11-0-0000-4113-5160

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	Scholarship Specialist	Student Financial Services	Develops and implements strategies to facilitate enrollment and tracking students in the Opening Doors Promise Scholarship, oversees the management of donor funded restricted and unrestricted scholarships, and oversees the application review for the Student Emergency Assistance program. This person serves as a liaison to donors, area high school districts, other COM departments, and the community. The Scholarship Specialist partners with Enrollment Management for FAFSA presentation/workshops.	Replacement for Monique Wylie	Stephanie Aise	\$52,745	\$47,781 - \$59,726 - \$71,672
2							
3							
4							
5							
6							
7							
8							



## MINUTE ORDER

To: Board of Trustees

From: Dr. Warren Nichols, President

Date: May 29, 2025

Subject: Approval of Authorized Signatories for COM Banking Institutions

### **AGENDA ITEM DESCRIPTION:**

Discussion and possible action to update required signatories for COM bank accounts, as required by each banking institution.

### **PURPOSE:**

To request the approval of authorized signatories for COM banking institutions from the Board of Trustees.

### **FUNDING SOURCE:**

N/A

### **PROPOSED MOTION:**

**Suggested motion:** *“I move the Board of Trustees remove Don G. Gartman, former Board Chair, as an authorized signatory on COM bank accounts, as required by each banking institution.*

*Further, I move that Melissa Skipworth, Board Chair, and Kimberly Dodson, Board Secretary, shall be added as authorized signatories on College of the Mainland bank accounts and that David Wesse, Vice President of Fiscal Affairs, and Trudy Trochesset, Controller, shall retain signatory authority, as required by each banking institution.*

May 2025

# Monthly Financial Report

# Cash Situation

*(in millions)*

Gross cash balance at the end of month:	\$44.5
Less pending I&S liability:	\$7.1
Net unrestricted cash:	<hr/> \$37.4
Minimum required cash :	\$8.2
Excess cash above minimum:	\$29.2

# Unaudited Operations

## Year to Date *(in millions)*

### Revenues

Budget: \$45.0

Actual: \$40.5

(90% earned at 75% of year)

### Expense

Budget: \$45.0

Actual: \$34.3

(76% Spent at 75% of year)



## MINUTE ORDER

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 13, 2025  
Subject: Monthly Investment & Financial Reports

### **AGENDA ITEM DESCRIPTION:**

Consideration of and possible acceptance of the May 2025 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 2025 Investment Report and May 2025 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 2025 Investment Discussion & Report
2. May 2025 Revenue & Expense Summary
3. May 2025 Expense by Division Report



**INVESTMENT REPORT**  
**For the Month Ended May 2025**

**Investment discussion:**

College of the Mainland earned \$236,344 for the month of May on its short-term investments in TexPool & Logic for a total of \$1,839,270 investment interest earned fiscal year to date. The College earned an additional \$3 fiscal year to date, from interest-bearing checking accounts. In total, the College earned \$1,839,273 interest for the fiscal year to date period ending May TexPool - \$1,209,167, Logic - \$630,103 and TFB - \$3.

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

**Investment Compliance Statement:**

We provide reasonable assurance that the attached listing constitutes all investments currently owned by the College of the Mainland District as of the date indicated and that all these investments and investing procedures conform to the "Public Funds Investment Act" as amended by House Bill 2459 of the 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 'D. Wesse', positioned above a horizontal line.

David Wesse  
Vice President of Fiscal Affairs  
College of the Mainland

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

Trudy Trochesset  
Controller  
College of the Mainland



**TexPool Investments for May 2025**

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
Operating	11	\$ 48,335,510	\$ -	\$ 4,000,000	172,534	44,508,045	47,169,222	4.389%
Moody	41	30,347	-	-	111	30,458	30,354	4.389%
<b>Totals</b>		<b>\$ 48,365,857</b>	<b>\$ -</b>	<b>\$ 4,000,000</b>	<b>\$ 172,645</b>	<b>\$ 44,538,502</b>	<b>\$ 47,199,576</b>	

Note: For the above listed investments in TexPool, book value is equivalent to market value.  
There was no accrued interest as of May 2025

**Logic (Hilltop Securities) Investments for May 2025**

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
COM Bond 2020	45	\$ 815,263	\$ -	\$ 129,373	2,779	688,669	739,819	4.422%
COM Pre Bond 2023	46	\$ 16,664,357	\$ 25,000,000	\$ 3,771,691	60,920	37,953,585	16,215,110	4.422%
<b>Totals</b>		<b>\$ 17,479,620</b>	<b>\$ 25,000,000</b>	<b>\$ 3,901,064</b>	<b>\$ 63,699</b>	<b>\$ 38,642,254</b>	<b>\$ 16,954,929</b>	
<b>Totals</b>		<b>\$ 65,845,477</b>	<b>\$ 25,000,000</b>	<b>\$ 7,901,064</b>	<b>\$ 236,344</b>	<b>\$ 83,180,757</b>	<b>\$ 64,154,505</b>	



## May 2025- Revenue and Expense Summary

### Unrestricted Fund (Unaudited)

#### Summary of Revenue

	<u>Current Actual</u>	<u>2024-25 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	(7,758,201)	(6,212,056)	1,546,145	125%	(6,128,291)	(1,629,910)
Tuition-non-credit	(530,456)	(455,044)	75,412	117%	(447,423)	(83,033)
Exemptions and waivers	198,214	1,454,802	1,256,588	14%	1,446,146	(1,247,931)
Registration fees	(161,171)	(2,308,635)	(2,147,464)	7%	(2,312,628)	2,151,457
Other fees	251,160	(197,847)	(449,007)	-127%	(172,973)	424,133
Grant revenue	(76,847)	(145,552)	(68,705)	53%	(126,629)	49,782
Sales and service revenue	(33,571)	(55,066)	(21,495)	61%	(37,408)	3,837
Miscellaneous revenue	(228,457)	(528,567)	(300,110)	43%	(511,243)	282,786
TPEG transfer in/out	0	0	0	0%	0	0
<b><u>Totals for Operating revenue</u></b>	<b><u>(8,339,329)</u></b>	<b><u>(8,447,965)</u></b>	<b><u>(108,636)</u></b>	<b><u>99%</u></b>	<b><u>(8,290,449)</u></b>	<b><u>(48,879)</u></b>
<b>Non-operating revenue</b>						
State appropriation-Academic	(6,071,417)	(7,738,496)	(1,667,079)	78%	(5,803,872)	(267,545)
Property tax revenue	(24,912,648)	(26,525,693)	(1,613,045)	94%	(24,076,913)	(835,735)
Interest revenue	(1,208,150)	(1,404,824)	(196,675)	86%	(1,084,453)	(123,697)
FTZ reimbursement	0	(883,022)	(883,022)	0%	(883,022)	883,022
Renew & replace transfer out	0	0	0	0%	0	0
<b><u>Totals for Non-operating revenue</u></b>	<b><u>(32,192,215)</u></b>	<b><u>(36,552,035)</u></b>	<b><u>(4,359,821)</u></b>	<b><u>88%</u></b>	<b><u>(31,848,260)</u></b>	<b><u>(343,955)</u></b>
<b><u>Total Revenue</u></b>	<b><u>(40,531,543)</u></b>	<b><u>(45,000,000)</u></b>	<b><u>(4,468,457)</u></b>	<b><u>90%</u></b>	<b><u>(40,138,709)</u></b>	<b><u>(392,834)</u></b>



## May 2025- Revenue and Expense Summary

### Unrestricted Fund (Unaudited)

Summary of Expense	Current <u>Actual</u>	2024-25 <u>Budget</u>	Budget <u>Remaining</u>	Budget <u>Pct.YTD</u>	Prior Year to <u>Actual</u>	Curr. vs Prior <u>Year to Year</u>
<b>Salary and wages</b>						
Faculty full-time	5,886,965	8,558,126	2,671,161	69%	5,839,135	47,830
Admin full-time	1,600,055	2,123,029	522,974	75%	1,307,444	292,610
Professional full-time	6,215,221	9,153,285	2,938,065	68%	6,089,503	125,718
Classified full-time	3,269,220	4,353,439	1,084,219	75%	3,020,787	248,434
Part-time	3,437,586	3,691,157	253,571	93%	2,671,454	766,132
Salary increase	0	1,176,795	1,176,795	0%	0	0
Vacancy savings	0	(1,808,239)	(1,808,239)	0%	0	0
<b><u>Totals for Salary and wages</u></b>	<b><u>20,409,047</u></b>	<b><u>27,247,594</u></b>	<b><u>6,838,547</u></b>	<b><u>75%</u></b>	<b><u>18,928,323</u></b>	<b><u>1,480,724</u></b>
<b>Benefits</b>						
Benefits	3,715,779	4,467,658	751,878	83%	3,606,800	108,979
<b><u>Totals for Benefits</u></b>	<b><u>3,715,779</u></b>	<b><u>4,467,658</u></b>	<b><u>751,878</u></b>	<b><u>83%</u></b>	<b><u>3,606,800</u></b>	<b><u>108,979</u></b>
<b>Operating expenses</b>						
Contract services	3,570,824	4,425,671	854,846	81%	3,050,540	520,285
Legal	31,534	5,939	(25,595)	531%	281	31,252
Operations	570,738	920,833	350,096	62%	517,825	52,913
Utilities and Rent	1,822,314	2,891,290	1,068,976	63%	1,612,889	209,425
Postage, printing, and supplies	842,555	1,418,038	575,483	59%	770,693	71,863
Bank fees	106,683	90,100	(16,583)	118%	105,814	870
Capital outlay & leases	96,261	172,603	76,342	56%	62,834	33,427
Insurance	2,512,928	2,850,837	337,909	88%	2,607,695	(94,767)
Public rel, marketing and advert	184,704	268,588	83,883	69%	121,949	62,755
Misc.	450,542	550,500	99,957	82%	460,273	(9,730)
Reimbursement from Others	0	(309,649)	(309,649)	0%	0	0
<b><u>Totals for Operating expenses</u></b>	<b><u>10,189,084</u></b>	<b><u>13,284,749</u></b>	<b><u>3,095,665</u></b>	<b><u>77%</u></b>	<b><u>9,310,792</u></b>	<b><u>878,291</u></b>



## May 2025- Revenue and Expense Summary

### Unrestricted Fund (Unaudited)

<u>Total Expense</u>	<u>34,313,909</u>	<u>45,000,000</u>	<u>10,686,091</u>	<u>76%</u>	<u>31,845,915</u>	<u>2,467,995</u>
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## May 2025- Revenue and Expense Summary

### Unrestricted Fund (Unaudited)

#### Summary of Fund Bal

	<u>Current Actual</u>	<u>2024-25 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>Benefits</b>						
Benefits	8,738	0	(8,738)	0%	899	7,839
<b><u>Totals for Benefits</u></b>	<b><u>8,738</u></b>	<b><u>0</u></b>	<b><u>(8,738)</u></b>	<b><u>0%</u></b>	<b><u>899</u></b>	<b><u>7,839</u></b>
<b>Operating expenses</b>						
Contract services	1,276,399	0	(1,276,399)	0%	794,279	482,120
Legal	0	0	0	0%	40,000	(40,000)
Operations	6,102	0	(6,102)	0%	33,961	(27,859)
Utilities and Rent	0	0	0	0%	2,920	(2,920)
Postage, printing, and supplies	125,171	0	(125,171)	0%	183,172	(58,002)
Capital outlay & leases	289,731	0	(289,731)	0%	431,533	(141,802)
Public rel, marketing and advert	75,717	0	(75,717)	0%	15,981	59,736
Misc.	2,314	0	(2,314)	0%	9,950	(7,636)
<b><u>Totals for Operating expenses</u></b>	<b><u>1,775,434</u></b>	<b><u>0</u></b>	<b><u>(1,775,434)</u></b>	<b><u>0%</u></b>	<b><u>1,511,796</u></b>	<b><u>263,638</u></b>
<b><u>Total Fund Bal</u></b>	<b><u>1,784,172</u></b>	<b><u>0</u></b>	<b><u>(1,784,172)</u></b>	<b><u>0%</u></b>	<b><u>1,512,695</u></b>	<b><u>271,477</u></b>



## May 2025 - Expense by Division Report

### Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2024-25 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	5,531	19,700	14,169	28%	2,300	3,231
Campus Police	581,735	862,801	281,065	67%	509,377	72,358
EVP-Academic & Student	376,530	822,222	445,692	46%	59,181	317,348
Gen Institution	413,185	409,037	(4,148)	101%	381,076	32,109
Human Resources	26	0	(26)	0%	0	26
Information Technology Serv	1,977,494	2,520,817	543,323	78%	1,881,411	96,083
Internal Audit	273,455	150,000	(123,455)	182%	128,730	144,725
OPEAR	411,898	496,259	84,361	83%	298,196	113,701
Presidents Office	489,722	693,637	203,915	71%	592,532	(102,810)
Self Study SACS	10,581	12,137	1,556	87%	500	10,081
Staff Attorney	235,599	334,801	99,202	70%	222,388	13,211
<b><u>Totals for President</u></b>	<b><u>4,775,755</u></b>	<b><u>6,321,410</u></b>	<b><u>1,545,655</u></b>	<b><u>76%</u></b>	<b><u>4,075,691</u></b>	<b><u>700,064</u></b>
<b><u>Summary for VP Fiscal Affairs</u></b>						
Central Mail	94,358	134,385	40,028	70%	85,384	8,973
Custodial Services	1,118,230	1,498,287	380,057	75%	944,529	173,701
Facilities	4,339,641	5,384,796	1,045,155	81%	4,045,870	293,771
Financial Services	625,868	811,548	185,680	77%	707,713	(81,845)
Grounds	325,338	531,995	206,657	61%	322,970	2,368
Human Resources	634,916	817,067	182,150	78%	525,442	109,475
Purchasing	282,602	346,750	64,148	82%	264,922	17,680
Records Mgmt	8,590	20,952	12,362	41%	11,899	(3,309)
Reimbursement	0	(309,649)	(309,649)	0%	0	0
Salary Savings	0	(1,808,239)	(1,808,239)	0%	0	0
Staff Benefits	958,292	3,218,489	2,260,197	30%	971,789	(13,498)



## May 2025 - Expense by Division Report

### Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2024-25 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	350,823	440,000	89,177	80%	303,256	47,567
Utilities	659,497	1,180,000	520,503	56%	765,076	(105,579)
Vehicle Operations	99,562	114,220	14,658	87%	97,484	2,078
VP College & Fin Svcs	225,560	282,890	57,330	80%	206,397	19,162
<b><u>Totals for VP Fiscal Affairs</u></b>	<b><u>9,723,276</u></b>	<b><u>12,663,489</u></b>	<b><u>2,940,213</u></b>	<b><u>77%</u></b>	<b><u>9,252,732</u></b>	<b><u>470,545</u></b>
<b><u>Summary for VP Institutional Advancement</u></b>						
COM Foundation Dept	52,608	108,061	55,452	49%	84,825	(32,217)
Marketing and Communications	756,016	1,123,887	367,871	67%	619,574	136,442
VP Institutional Advancement	438,064	616,907	178,843	71%	461,095	(23,031)
<b><u>Totals for VP Institutional Advancement</u></b>	<b><u>1,246,689</u></b>	<b><u>1,848,855</u></b>	<b><u>602,167</u></b>	<b><u>67%</u></b>	<b><u>1,165,495</u></b>	<b><u>81,194</u></b>
<b><u>Summary for VP Instruction</u></b>						
Acad Succ Re/Wr	927,815	1,058,929	131,114	88%	802,246	125,569
Academic Planning	8,206	31,140	22,934	26%	166,125	(157,918)
Accting-Credit	96,996	106,073	9,077	91%	86,643	10,352
Adm-C.I.D.T.	62,979	76,318	13,339	83%	62,254	725
Adm-Cont Ed	348,420	436,412	87,992	80%	336,441	11,979
Adm-Ind Tech	0	8,000	8,000	0%	6,385	(6,385)
Adm-Instruct	50,102	61,536	11,434	81%	28,767	21,335
Adm-Math	48,750	7,364	(41,386)	662%	0	48,750
Adm-Perf & Vis Arts	54,940	66,699	11,759	82%	48,663	6,277
Adm-Pub Svc Ed	113,887	136,928	23,041	83%	88,983	24,904
Adm-Science	55,817	77,483	21,666	72%	52,285	3,532
Adm-Soc Sci	61,811	76,216	14,405	81%	60,108	1,703
Adult Education	83,202	157,070	73,868	53%	191,229	(108,027)
Allied Health Admin	7,396	9,395	1,999	79%	9,772	(2,376)
Allied Health CE	185,849	213,491	27,642	87%	51,631	134,218
Art	238,250	281,680	43,430	85%	214,775	23,475



May 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current</u> <u>Actual</u>	<u>2024-25</u> <u>Budget</u>	<u>Budget</u> <u>Remaining</u>	<u>Budget</u> <u>Pct.YTD</u>	<u>Prior Year to</u> <u>Actual</u>	<u>Curr. vs Prior</u> <u>Year to Year</u>
Art Gallery	23,019	6,836	(16,183)	337%	10,625	12,394
Biol & Nutrition	802,357	957,270	154,913	84%	676,600	125,757
C.I.S.	104,946	112,932	7,986	93%	91,123	13,823
CE-CAN Program	11,340	20,589	9,249	55%	17,566	(6,227)
CE-CPR	343	0	(343)	0%	0	343
CE-Dental	510	5,756	5,246	9%	0	510
Chemistry	167,736	192,116	24,381	87%	158,808	8,928
Child Develop	83,169	94,637	11,468	88%	77,978	5,191
Cmnty Theater	274,278	364,430	90,152	75%	267,833	6,445
Collegiate H.S.-CR	132,801	168,313	35,512	79%	131,027	1,773
Cosmetology	636,184	711,325	75,142	89%	605,428	30,756
Criminal Justice	1,197,323	1,809,282	611,959	66%	1,384,960	(187,638)
Culinary Arts	105,135	134,396	29,261	78%	47,946	57,189
Dean Cont Ed	170,470	210,747	40,277	81%	163,058	7,412
Dean Gen Ed	185,508	217,980	32,472	85%	212,847	(27,339)
Dean of Instruction-Workforce	164,401	220,514	56,113	75%	0	164,401
Dental Hygiene	268,497	453,927	185,429	59%	74,750	193,747
Distance Ed	335,464	428,468	93,004	78%	313,835	21,629
Drafting	0	0	0	0%	6,414	(6,414)
Dual Credit Dept	161,200	193,991	32,791	83%	138,914	22,286
Economics	85,587	94,179	8,592	91%	68,973	16,614
EMS-Credit	282,174	318,640	36,466	89%	179,127	103,047
Engineering	41,127	62,837	21,711	65%	39,145	1,981
Fire Tech	402,042	402,169	127	100%	331,504	70,539
Firearms Acad	35,309	40,150	4,841	88%	36,623	(1,314)
Foreign Lang	59,049	72,715	13,666	81%	56,426	2,623
Gen Bus-Credit	312,149	327,517	15,367	95%	248,299	63,850
Geology	76,204	93,540	17,336	81%	91,633	(15,429)



May 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current</u> <u>Actual</u>	<u>2024-25</u> <u>Budget</u>	<u>Budget</u> <u>Remaining</u>	<u>Budget</u> <u>Pct.YTD</u>	<u>Prior Year to</u> <u>Actual</u>	<u>Curr. vs Prior</u> <u>Year to Year</u>
Government	360,352	392,188	31,836	92%	306,851	53,501
Graphic Arts	165,693	122,754	(42,939)	135%	126,274	39,419
Health and PE Credit	125,345	151,545	26,200	83%	125,217	128
Health Info Mgmt	165,920	252,109	86,189	66%	209,903	(43,983)
Hist & Geog	352,388	455,733	103,345	77%	327,661	24,727
Humanities	179,888	195,913	16,025	92%	159,111	20,777
Instr Tech Department	248,305	271,261	22,956	92%	207,488	40,817
Instr Tech Lab Mgrs	0	0	0	0%	4,086	(4,086)
Law Enforcement	176,285	175,029	(1,256)	101%	157,740	18,546
Law Enforcemnt-NonCR	54,275	63,188	8,913	86%	59,956	(5,681)
LC Ctr Admin	82,160	113,151	30,992	73%	4,604	77,556
Library	642,446	780,343	137,897	82%	604,629	37,817
Massage Therapy	0	5,240	5,240	0%	3,512	(3,512)
Math	834,198	967,068	132,870	86%	692,284	141,914
Medical Assistant	84,251	107,836	23,585	78%	77,143	7,108
Music	155,921	266,733	110,812	58%	202,010	(46,089)
Networking	53,157	98,866	45,708	54%	90,777	(37,620)
Nursing Administration	327,084	585,977	258,894	56%	355,039	(27,955)
Pharmacy Tech	83,865	100,643	16,778	83%	76,049	7,816
Philosophy	73,505	68,390	(5,115)	107%	48,765	24,740
Physics	91,766	101,894	10,128	90%	87,539	4,227
Process Tech	368,260	701,276	333,016	53%	403,081	(34,822)
Prof Develop Acad	0	0	0	0%	850	(850)
Program Development	50	0	(50)	0%	83,358	(83,308)
Psychology	347,394	412,068	64,674	84%	314,260	33,134
QEP	7,059	377	(6,682)	1871%	9,630	(2,571)
Radiography	209,272	239,839	30,567	87%	117,388	91,883
Safety-CR	74,294	108,104	33,810	69%	63,011	11,283



## May 2025 - Expense by Division Report

### Unrestricted Fund (Unaudited)

	<u>Current</u> <u>Actual</u>	<u>2024-25</u> <u>Budget</u>	<u>Budget</u> <u>Remaining</u>	<u>Budget</u> <u>Pct.YTD</u>	<u>Prior Year to</u> <u>Actual</u>	<u>Curr. vs Prior</u> <u>Year to Year</u>
Senior Adult Dept	214,462	237,910	23,447	90%	215,306	(844)
Social Science Non CR	39,398	40,282	884	98%	34,943	4,455
Sociology	72,684	83,521	10,837	87%	65,506	7,178
Speaking,Reading,Writing	451,073	601,301	150,228	75%	410,772	40,302
Theater Arts-Credit	119,612	144,739	25,127	83%	122,743	(3,132)
Thermal Tech-NonCR	83,927	82,137	(1,789)	102%	84,812	(885)
VP Instruction	207,816	621,545	413,729	33%	256,099	(48,284)
Welding-Cred	365,695	442,823	77,128	83%	365,160	535
<b><u>Totals for VP Instruction</u></b>	<b><u>15,280,539</u></b>	<b><u>19,511,773</u></b>	<b><u>4,231,234</u></b>	<b><u>78%</u></b>	<b><u>14,111,306</u></b>	<b><u>1,169,233</u></b>
<b><u>Summary for VP Student Services</u></b>						
Admissions	336,245	416,421	80,176	81%	317,091	19,155
Advise Center	525,086	738,382	213,295	71%	461,693	63,393
Career & Placement	40,876	120,113	79,238	34%	68,867	(27,991)
Dean of Student Services	201,114	281,610	80,497	71%	0	201,114
Enrollment Mgmt	47,245	42,139	(5,106)	112%	46,108	1,137
Facilities & Student Recreat	80,914	188,010	107,096	43%	91,798	(10,884)
Judicial Affairs	185,204	312,888	127,684	59%	162,865	22,339
Multicultural Department	25,323	32,500	7,178	78%	21,931	3,391
Recruitment	508,438	762,053	253,614	67%	539,126	(30,688)
Stu Financial Svcs	488,179	617,598	129,419	79%	440,443	47,735
Stu Organizations	164,105	261,165	97,060	63%	273,673	(109,568)
Student Graduation	52,353	87,700	35,347	60%	58,120	(5,767)
Svcs-Disab Students	38,215	46,565	8,349	82%	38,126	89
Testing	273,914	355,941	82,027	77%	241,982	31,932
Veteran Affairs	157,176	191,264	34,089	82%	149,801	7,375
VP Student Services	163,263	200,124	36,861	82%	329,066	(165,803)
<b><u>Totals for VP Student Services</u></b>	<b><u>3,287,650</u></b>	<b><u>4,654,473</u></b>	<b><u>1,366,822</u></b>	<b><u>71%</u></b>	<b><u>3,240,691</u></b>	<b><u>46,959</u></b>



May 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2024-25 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>Totals for Expense</b>	<b><u>34,313,909</u></b>	<b><u>45,000,000</u></b>	<b><u>10,686,091</u></b>	<b><u>76%</u></b>	<b><u>31,845,915</u></b>	<b><u>2,467,995</u></b>
<b>Fund Bal by Division</b>						
<b>Summary for VP Fiscal Affairs</b>						
Fund Balance - Institutional Support	438,536	0	(438,536)	0%	738,996	(300,460)
Fund Balance - Instruction	305,325	0	(305,325)	0%	256,383	48,942
Fund Balance - Oper & Maint	741,316	0	(741,316)	0%	245,601	495,715
Fund Balance - Student Services	298,994	0	(298,994)	0%	271,715	27,279
<b>Totals for VP Fiscal Affairs</b>	<b><u>1,784,172</u></b>	<b><u>0</u></b>	<b><u>(1,784,172)</u></b>	<b><u>0%</u></b>	<b><u>1,512,695</u></b>	<b><u>271,477</u></b>
<b>Totals for Fund Bal</b>	<b><u>1,784,172</u></b>	<b><u>0</u></b>	<b><u>(1,784,172)</u></b>	<b><u>0%</u></b>	<b><u>1,512,695</u></b>	<b><u>271,477</u></b>
<b>Totals for Report</b>	<b><u>36,098,081</u></b>	<b><u>45,000,000</u></b>	<b><u>8,901,919</u></b>		<b><u>33,358,609</u></b>	<b><u>2,739,471</u></b>



## MINUTE ORDER

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 13, 2025  
Subject: May 2025 Quarterly Investment Report

### **AGENDA ITEM DESCRIPTION:**

Consideration of and possible acceptance of the May 2025 Quarterly Investment Report.

### **PURPOSE**

To report to the Board of Trustees the College's current cash balance. To report to the Board of Trustees the quarterly investments for the College.

### **FUNDING SOURCE:**

N/A

### ***PROPOSED MOTION:***

***Suggested motion: "I move the Board of Trustees accept the May 2025 Investment Quarterly Report."***

### **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 2025 Quarterly Investment Report



Quarterly Summary of Investments

Quarter Ending	COM Fund	Type	Beginning Book Balance	Beginning Market Value	Deposits	Withdrawals	Ending Book Balance	Ending Market Value
May 2025	11	TexPool-Operating	\$ 52,514,435	\$ 52,514,435	\$ 1,543,610	\$ 9,550,000	\$ 44,508,044	\$ 44,508,044
	41	TexPool-Moody	30,127	30,127	331	-	30,457	30,457
	45	Logic - Bond 2020	1,298,723	1,298,723	10,853	620,908	688,669	688,669
	46	Logic- Pre Bond 2023	25,149,631	25,149,631	25,221,871	12,417,917	37,953,585	37,953,585
Total investments all funds for quarter:			<u>\$ 78,992,915</u>	<u>\$ 78,992,915</u>	<u>\$ 26,776,665</u>	<u>\$ 22,588,825</u>	<u>\$ 83,180,756</u>	<u>\$ 83,180,756</u>

I certify that the attached listing constitutes all investments currently owned by the College of the Mainland District as of the date indicated and all of these investments and investing procedures conform to the "Public Funds Investment Act" as amended by House Bill 2459 of the 74th Texas Legislature. Furthermore, these same investments are in compliance with the College of the Mainland's Investment Policy and Strategy as adopted by the College of the Mainland's Board of Trustees.

David Wesse  
Vice President of Fiscal Affairs

Trudy Trochesset  
Controller



PRESIDENT'S OFFICE

## Consideration of and Possible Action to Set the Date for the December Board of Trustees Meeting

I move the Board set the date for the December Board of Trustees meeting on Monday, December 8, 2025, 1:30 p.m.



PRESIDENT'S OFFICE

## Board Report

Presenter: Board Chair

A. Miscellaneous Updates



PRESIDENT'S OFFICE

President's Report

Presenter: Dr. Warren Nichols

A. Updates

1. College of the Mainland Academic Master Plan 2024-2027

B. Reminders/Announcements

1. Board Meetings

- a. Board Budget Workshop – Friday, July 18<sup>th</sup>, 9:00 a.m.
  - b. July 2025 – Monday, July 28<sup>th</sup>
  - c. August 2025 – Monday, August 25<sup>th</sup>
  - d. September 2025 – Monday, September 22<sup>nd</sup>
  - e. October 2025 – Monday, October 27<sup>th</sup>
2. Pride Celebration, Tuesday, June 24<sup>th</sup>, 12:30 p.m., STEAM 120
  3. July 4<sup>th</sup> Celebration, Tuesday, July 1<sup>st</sup>, 11:30 a.m., COM Student Center
  4. Fall 2025 Convocation, Monday, August 11<sup>th</sup>, 9:00 a.m., COM Conference Center

C. Resignations and Retirement Report

D. Miscellaneous Updates



PRESIDENT'S OFFICE

**Resignations & Retirements**

<b>Last Name</b>	<b>First Name</b>	<b>Position</b>	<b>Hire Date</b>	<b>Last Date of Work</b>	<b>Termination Reason</b>
Clamont	Lorena	Success Coach	01/02/2024	06/11/2025	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.

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

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



PRESIDENT'S OFFICE

## **Possible Action on Agenda Items, Including Closed Session Matters**

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



## MINUTE ORDER

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: June 23, 2025  
Subject: Recommendation to approve Resolution appointing candidate to Board of Trustees

### **AGENDA ITEM DESCRIPTION:**

Discussion and possible action on the adoption of a Resolution to appoint \_\_\_\_\_ to serve the remaining term of Trustee, Position 2, College of the Mainland Board of Trustees.

Presented and recommended for approval to the Board of Trustees on June 23, 2025.

### **PROPOSED MOTION:**

*“I move the Board of Trustees approve the Resolution to Appoint \_\_\_\_\_ Trustee to Position 2 as presented.”*

### **ATTACHMENT**

Resolution 062325

**Resolution to Appoint Trustee**  
**College of the Mainland Board of Trustees**

**WHEREAS**, the Board of Trustees recognizes a vacancy exists in Position 2 of the Board of Trustees, College of the Mainland, and

**WHEREAS**, **[Candidate Name]** has been identified as a suitable candidate demonstrating a commitment to higher education and support for the mission, strategic goals and objectives of College of the Mainland.

**THEREFORE, BE IT RESOLVED** that **[Candidate Name]** is hereby appointed as Trustee, Position 2 of College of the Mainland, effective July 18, 2025, and

**BE IT FURTHER RESOLVED** that the Board extends its appreciation to **[Candidate Name]** for their willingness to serve in this capacity and that this Resolution be included in the permanent minutes of this Board.

**ADOPTED THIS** 23<sup>rd</sup> day of June 2025 by the Board of Trustees of College of the Mainland.

**COLLEGE OF THE MAINLAND**

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Melissa Skipworth, Board Chair  
Board of Trustees

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Kimberly Dodson, Secretary  
Board of Trustees