



Notice/Agenda of January Meeting

The Board of Trustees College of the Mainland

The January Meeting of the Board of Trustees of College of the Mainland will be held Monday, January 26, 2026, beginning at 1:30 PM in the

Doyle Family Administration Boardroom (A129)
1200 Amburn Road
Texas City, Texas 77591

Mission: College of the Mainland is a learning-centered, comprehensive community college dedicated to student success and the intellectual and economic enrichment of the diverse communities we serve.

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, Texas Pledge & 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, December 8, 2025
 - B. Consideration of and Possible Action to Approve the Special Called Board Minutes of Wednesday, January 14, 2026
5. **Comments from the Community**
 - A. Other Citizens
6. **Constituent Leader Activity Reports**
 - A. Professional Council - Brad Denison, President
 - B. Classified Council - Alexandria Gibbons, President
 - C. Student Government Association (SGA) - Connor Roberts, Vice President
7. **Bond Update - Presented by LAN (Lockwood, Andrews & Newnam, Inc.)**
8. **Consideration of and Possible Action to Approve Award of Contract 23-52 to RDLR Architects for Architectural Services for the Design of the Existing Public Safety Careers Building for a Not-to-Exceed Amount of 7.75% of the Final Cost of Work, Plus Any Reimbursable and Supplemental Services Approved by Owner**
9. **Consideration of and Possible Action to Approve the Construction Documents for the Campus Services Building Project, as Presented**

10. **Consideration of and Possible Action to Approve the 2026-2027 Police Professional, Flood, Auto, Professional, General, Employee Benefit and Cyber/Privacy Insurance Renewals for a Not-to-Exceed Amount of \$106,587 to be Paid from the FY25-26 Operating Budget**
11. **Consideration of and Possible Action to Approve the 2026-2027 Property and Casualty Insurance Renewals for a Not-to-Exceed Amount of \$2,610,000 to be Paid from the FY25-26 Operating Budget**
12. **Consideration of and Possible Action to Approve an Increase to Contract 25-01 to Weaver & Tidwell for Managed Services for the Office of Planning, Effectiveness, Assessment and Research (OPEAR) in the Amount of \$158,000**
13. **Consideration of and Possible Action to Schedule the May 2026 Board of Trustees Meeting on Monday, May 18, 2026**
14. **Financial Report(s)**
 - A. Consideration of and Possible Action to Accept the November 2025 and December 2025 Investment and Financial Reports
 - B. Consideration of and Possible Action to Accept the November 2025 Quarterly Investment Report
15. **Human Resources Items**
 - A. Appointment Nominations
 1. Consideration of and Possible Action to Approve the Appointment Nomination of Benjamin Ketcherside to the Position of RN-BSN Program Coordinator, Nursing Department
 2. Consideration of and Possible Action to Approve the Appointment Nomination of Nancy Ramirez to the Position of Faculty-Math, Math Department
 3. Consideration of and Possible Action to Approve the Appointment Nomination of Amber Stevens to the Position of Dental Hygiene Program Director/Faculty, Dental Hygiene Department
 4. Consideration of and Possible Action to Approve the Appointment Nomination of Jeannie Knierim to the Position of Director of K-12 Partnerships, Dual Credit Department
 5. Consideration of and Possible Action to Approve the Appointment Nomination of Sarah Plain to the Position of Testing Coordinator, Testing Services Department
16. **Consideration of and Possible Acceptance of the Non-Contractual Positions Hiring Report as Written**
17. **Board Report**
18. **President's Report**
 - A. Updates
 1. Enrollment Update
 - B. Reminders/Announcements
 1. Board Meetings
February 2026 - Monday, February 23, 2026
March 2026 - Monday, March 30, 2026
April 2026 - Monday, April 27, 2026
May 2026 - Monday, May 18, 2026 (Pending BOT approval)
 - C. Black History Month Event - Tuesday, February 24, 2026, 12:30 p.m., Conference Center
 - D. Women's History Month Event - Tuesday, March 24, 2026, 12:30 p.m., Conference Center
 - E. Flock the Block - Saturday, March 28, 2026, 10 a.m.-2 p.m., Parking Lot F

- F. Corporate Training Center Ribbon Cutting - Thursday, April 16, 2026, 3-5 p.m.
- G. Laughs for Lunch - Friday, April 17, 2026, 11:30 a.m.-1:00 p.m., Conference Center
- H. Resignations and Retirement Report
- I. Miscellaneous Updates
- 19. **Adjournment to a Closed or Executive Session Pursuant to the Texas Government Code of the Open Meetings Act**
- 20. **Consideration of and Possible Action on any Items Discussed in Closed Session**
- 21. **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, Tuesday, January 20, 2026, 5:00 PM.



Leanne Downton
Board Liaison

Administration

President, Helen Brewer, Ph.D.
Vice President for Fiscal Affairs, David Wesse, Ph.D.
Vice President for Academic Affairs, Heather Rhodes, Ed.D.
Vice President for Student Affairs, Michelle Brezina
Vice President for Administrative Services, Michael McGee
Vice President for Strategic Initiatives, Diane Burkett



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
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Dickinson, TX 77539
281-684-9146
mskipworth@com.edu

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Mr. Kyle L. Dickson,
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Dr. Kimberly Dodson,
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Mr. Don Gartman,
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MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer, President
Date: January 26, 2026
Subject: Full Board Minutes

AGENDA ITEM DESCRIPTION

Full Board Minutes presented for recommended acceptance to Board of Trustees.

PURPOSE

To ensure accuracy of the monthly minutes.

BACKGROUND

Minutes are brought forward every month for approval.

FUNDING SOURCE

N/A

PROPOSED MOTION

“I move the Board of Trustees approve the Full Board Minutes of December 8, 2025.”

ATTACHMENT(S)

1. Minutes of 12/8/25

**College of the Mainland Board of Trustees
Minutes of Monday, December 8, 2025
1:30 p.m., Doyle Family Administration Building**

Call to Order

Melissa Skipworth called the meeting to order at 1:30 p.m.

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

Roll Call & Determination of Quorum

Roll call indicated that all Trustees were present except Kimberly Dodson and Patti Hanssard.

Minutes

Consideration of and Possible Action to Approve the Full Board Minutes of Monday, October 27, 2025

Bill McGarvey moved the Board of Trustees approve the Full Board Minutes of Monday, October 27, 2025. Kyle Dickson seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Special Called Board Minutes of Tuesday, November 11, 2025

Bill McGarvey moved the Board of Trustees approve the Special Called Board Minutes of Tuesday, November 11, 2025. Don Gartman seconded the motion; all voted in approval.

Comments from the Community

No comments

Constituent Leader Activity Reports

Faculty Senate – Candice Edmonston, President, updated the Board on faculty senate activities.

Professional Council – Brad Denison, President, updated the Board on professional employee activities.

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

Student Government Association (SGA) – Connor Roberts, Vice President, updated the board on student activities.

Consideration of and Possible Action to Approve an Increase to Contract 22-10 Awarded to D2L for the Addition of the Technical Learning Manager (TLM-Plus) Service in the Amount of \$42,004.85 for a Revised Contract Total Not-to-Exceed \$463,515.44

Wilma Clark Green moved the Board of Trustees approve an increase to contract 22-10 awarded to D2L for the addition of the Technical Learning Manager (TLM-Plus) service in the amount of \$42,004.85 for a revised contract total not-to-exceed \$463,515.44. Kyle Dickson seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve Contract 26-05 for Apple Products, Maintenance Support, and Accessories in the Amount of \$112,569.09

Bill McGarvey moved the Board of Trustees approve contract 26-05 for Apple products, maintenance support, and accessories in the amount of \$112,569.09. Kyle Dickson seconded the motion; all voted in approval.

Consideration of and Possible Action to Schedule the March 2026 Board of Trustees Meeting on Monday, March 30, 2026

Don Gartman moved the Board of Trustees schedule the March 2026 Board of Trustees meeting on Monday, March 30, 2026. Bill McGarvey seconded the motion; all voted in approval.

Consideration of and Possible Action to Cast COM's 280 Votes for Matt Doyle to Serve on the Board of Directors of the Galveston Central Appraisal District and Adoption of Resolution Reflecting Same

Kyle Dickson moved the Board of Trustees approve to cast COM's 280 votes for Matt Doyle to serve on the Board of Directors of the Galveston Central Appraisal District and adoption of resolution reflecting the same. Don Gartman seconded the motion; all voted in approval.

Consideration of and Possible Action to Accept the 2024-2025 Annual Financial and Compliance Report

Don Gartman moved the Board of Trustees accept the 2024-2025 Annual Financial and Compliance Report. Bill McGarvey seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Award of Contract 25-01 for House Bill 8 Reporting, Cloud Architecture, and Data Modernization Services to Weaver & Tidwell in the Amount of \$350,000

Bill McGarvey moved the Board of Trustees approve the award of contract 25-01 for House Bill 8 reporting, cloud architecture, and data modernization services to Weaver & Tidwell in the amount of \$350,000. Kyle Dickson seconded the motion; all voted in approval.

Financial Report(s)

Consideration of and Possible Action to Accept the October 2025 Investment Report and Financial Reports

Don Gartman moved the Board of Trustees accept the October 2025 Investment Report and Financial Reports. Kyle Dickson seconded the motion; all voted in approval.

Human Resources Items

Appointment Nominations

Consideration of and Possible Action to Approve the Appointment Nomination of Emilie Mobley to the Position of Faculty - Biology, Science Department

Don Gartman moved the Board of Trustees approve the appointment of Emilie Mobley to the position of Faculty – Biology, Science Department. Bill McGarvey seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Danielle Smith to the Position of Faculty - Math, Math Department

Bill McGarvey moved the Board of Trustees approve the appointment of Danielle Smith to the position of Faculty – Math, Math Department. Don Gartman seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Curtis Wilson to the Position of Instrumentation and Electrical Faculty/Program Coordinator, Industrial Careers Department

Don Gartman moved the Board of Trustees approve the appointment of Curtis Wilson to the position of Instrumentation and Electrical Faculty/Program Coordinator, Industrial Careers Department. Bill McGarvey seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Erin King to the Position of Nursing Simulation Center Coordinator, Nursing Department

Wilma Clark Green moved the Board of Trustees approve the appointment of Erin King to the position of Nursing Simulation Center Coordinator, Nursing Department. Kyle Dickson seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Anna Johnson to the Position of HR Business Partner, Human Resources Department

Wilma Clark Green moved the Board of Trustees approve the appointment of Anna Johnson to the position of HR Business Partner, Human Resources Department. Bill McGarvey seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Phillip Palmer to the Position of Community Events Coordinator, VP Strategic Initiatives Department

Bill McGarvey moved the Board of Trustees approve the appointment of Phillip Palmer to the position of Community Events Coordinator, VP Strategic Initiatives Department. Don Gartman seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Kylee Garza to the Position of Enrollment Coach, Enrollment Management Department

Wilma Clark Green moved the Board of Trustees approve the appointment of Kylee Garza to the position of Enrollment Coach, Enrollment Management Department. Don Gartman seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Connor Jennings to the Position of Graduation and Transfer Coordinator, Student Success Center

Don Gartman moved the Board of Trustees approve the appointment of Connor Jennings to the position of Graduation and Transfer Coordinator, Student Success Center. Kyle Dickson seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Mayra Morales to the Position of Student Recruitment Specialist, Recruitment Department

Don Gartman moved the Board of Trustees approve the appointment of Mayra Morales to the position of Student Recruitment Specialist, Recruitment Department. Bill McGarvey seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Linda Rickman to the Position of Dean of Student Success, Vice President for Student Affairs and Enrollment Management Department

Wilma Clark Green moved the Board of Trustees approve the appointment of Linda Rickman to the position of Dean of Student Success, Vice President for Student Affairs and Enrollment Management Department. Don Gartman seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Nicole Siragusa to the Position of Enrollment Management Coordinator, Enrollment Management Department

Don Gartman moved the Board of Trustees approve the appointment of Nicole Siragusa to the position of Enrollment Management Coordinator, Enrollment Management Department. Bill McGarvey seconded the motion; all voted in approval.

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

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

Board Report

Dr. Brewer, Melissa Skipworth, and Kyle Dickson attended an Aspen Presidents & Trustees Collaborative conference on December 5th to discuss the impact of House Bill 8 and how the Board, the President, and COM administration will collaborate to support student success. Monthly workshops will be provided to the Board to review student success data and develop institutional goals.

President's Report

Dr. Brewer highlighted the enthusiasm surrounding December's graduation, where 455 degrees and certificates were awarded. She emphasized the value of holding two commencement ceremonies to allow more families and friends to celebrate.

Dr. Brewer shared that the Aspen Institute encourages strong engagement between the President and the Board to align on student success goals and metrics. The Presidents & Trustees Collaborative will offer upcoming virtual sessions for the Board.

Updates

2026-2027 Budget Workshop – Friday, May 15, 2026

Dr. Brewer proposed moving the BOT Budget Workshop to an earlier date to give the Business Office additional time to input necessary information. The current plan is to hold the workshop in May and present the final budget for approval in June.

Reminders/Announcements

Board Meetings

January 2026 - Monday, January 26, 2026

February 2026 - Monday, February 23, 2026

March 2026 - Monday, March 30, 2026

April 2026 - Monday, April 27, 2026

Holiday Reception - Monday, December 8, 2025, 3:00-5:00 p.m., Student Center

Convocation - Monday, January 5, 2026, 8:30 a.m., Conference Center

MLK Celebration - Tuesday, January 20, 2026, 12:30-1:30 p.m., Student Center

Resignations and Retirement Report – included in board packet.

Miscellaneous

Adjournment at 2:36 p.m.



Kimberly Dodson, Secretary
Board of Trustees



Melissa Skipworth, Chair
Board of Trustees



MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer, President
Date: January 26, 2026
Subject: Special Called Board Minutes

AGENDA ITEM DESCRIPTION

Special Called Board Minutes presented for recommended acceptance to Board of Trustees.

PURPOSE

To ensure accuracy of the monthly minutes.

BACKGROUND

Minutes are brought forward every month for approval.

FUNDING SOURCE

N/A

PROPOSED MOTION

“I move the Board of Trustees approve the Special Called Board Minutes of January 14, 2026.”

ATTACHMENT(S)

1. Minutes of 1/14/26

**College of the Mainland Board of Trustees
Special Called Minutes of Wednesday, January 14, 2026
3:30 p.m., Doyle Family Administration Building**

Call to Order

Melissa Skipworth called the meeting to order at 3:30 p.m.

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

Roll Call & Determination of Quorum

Roll call indicated that all Trustees were present except Kyle Dickson. Kyle Dickson arrived at 3:31 p.m.

Executive Session 3:32 p.m.

Melissa Skipworth read the paragraph allowing the Board to move into executive session.

Open Session 5:02 p.m.

Consideration of and Possible Action to Approve the Lease Agreement between College of the Mainland and La Marque Outlet Development, LP

Upon reconvening, no action was taken by the Board of Trustees and the meeting was adjourned.

Adjournment at 5:02 p.m.



Kimberly Dodson, Secretary
Board of Trustees



Melissa Skipworth, 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. Professional Council – Brad Denison, President
- B. Classified Council – Alexandria Gibbons, President
- C. Student Government Association – Connor Roberts, Vice President



Bond Update

College of the Mainland, 2023 Bond Program

January 26, 2026

Welding and Workforce Education Buildings

Completed Activities:

- Welding Building Addition:
 - Fire Marshal and City final – Class started on 1/12/2026
- Welding Building Renovation:
 - Construction Complete – Certificate of Occupancy issued
- Welding and WFE - Furniture delivery and Installation (1/6/2026)

Project Milestones:

- Design Phase: July 2023 – Mar 2024
- Bidding: Mar 2024 – May 2024
- Construction Phase: June 2024 – Dec 2025

Ongoing/Upcoming Activities:

- Welding Building – Punchlist ongoing
- HVAC TAB and Commissioning
- Workforce Education Building :
 - Finalize welding lab renovation
 - City final inspections for welding bay

Project Costs:

- Project Cost to Date: \$14,366,251
- Total Project Budget: \$15,107,765
- Total Construction Budget: \$12,372,216
- Construction Cost to Date: \$ 11,617,351

Project is Under Budget

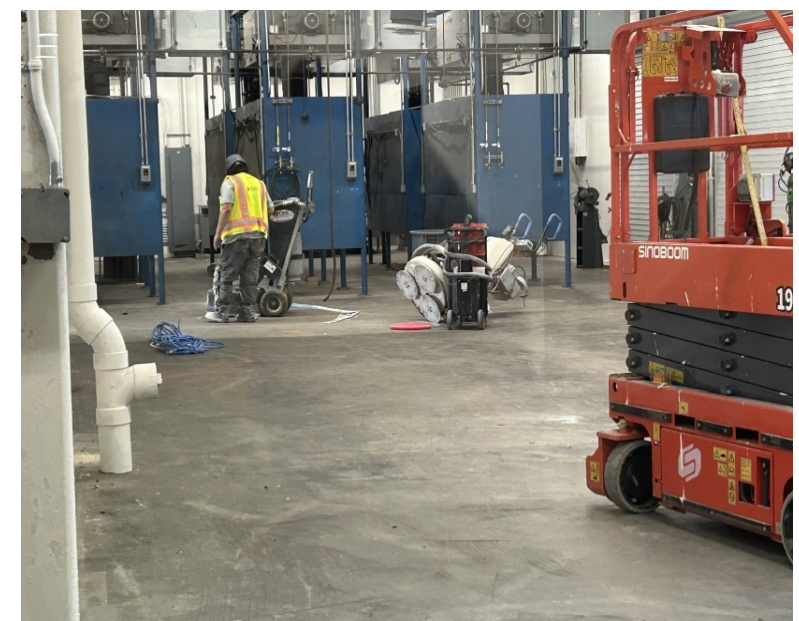
Welding and Workforce Education Buildings



Welding Addition - Landscape



Welding Addition – main corridor

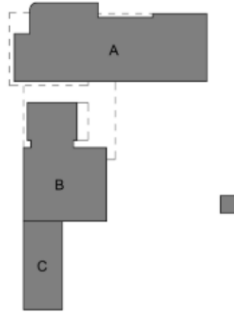


Workforce Education Bldg – Welding Lab Renovation

Public Safety Careers

Completed Activities:

- Window water testing
- Carpet and LVT
- Ceiling tile installed
- Elevator equipment
- Shooting range equipment installed



Project Milestones:

- Design Phase: July 2023 – June 2024
- Bidding: Aug 2024 – Oct 2024
- Construction Phase: Nov 2024 – Mar 2026
- Move In: Mar 2026 – May 2026

Project is on Schedule

Ongoing/Upcoming Activities:

- Irrigation and landscape
- Final interior paint
- Polish concrete
- Overhead metal panel ceilings
- Burn Building:
 - Design to be completed by 2/13/2026
 - GMP Procurement – March 2026 BoT for approval

Project Costs:

- Total Project Budget: \$30,907,763
- Project Cost to Date: \$23,476,806
- Total Construction Budget: \$26,785,339
- Construction Cost to Date: \$ 21,341,059

Project is Under Budget

Public Safety Careers



Aerial View - Front



Shooting Range equipment installation

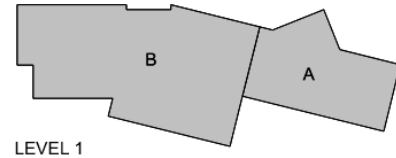


Area A – Ceiling Panels

Corporate Training Center

Completed Activities:

- Construction is complete
- Certificate of Occupancy issued
- HVAC Testing, Adjusting and Balancing
- Owner's Training



Project Milestones:

- Design Phase: Oct 2023 – July 2024
- Bidding: Aug 2024 – Oct 2024
- Construction Phase: Nov 2024 – Dec 2025
- Move In: Dec 2025 - Feb 2026

Project is on Schedule

Ongoing/Upcoming Activities:

- Punchlist items
- Permanent signage – end of January
- President's Hall mural installation
- HVAC Commissioning
- Furniture delivery and install (Jan 26-29)
- Move-in (February 2026)
- Ribbon Cutting Ceremony (April 2026)

Project Costs:

- Total Project Budget: \$14,791,197
- Project Cost to Date: \$ 11,489,054
- Total Construction Budget: \$13,007,057
- Construction Cost to Date: \$ 10,218,515

Project is Under Budget

Corporate Training Center



Exterior – Front at night



Simulation Lab



Serl-Serve Area

Campus Services Building

Completed Activities:

- 90% CD page turn (1/6/2026)
- Bid advertisement # 1 (1/7/2026)
- Bid advertisement # 2 (1/14/2026)

Project Milestones:

- Design Phase: Jan 2025 – Jan 2026
- Bidding: Jan 2026 – Feb 2026
- Construction Phase: Mar 2026 – Feb 2027
- Move In: Mar 2027 – May 2027

Project is on Schedule

Ongoing/Upcoming Activities:

- Submit drawings for permit review
- Subcontractor bidding (bids due 1/27/2026)
- GMP for approval at Feb 2026 BoT Meeting

Project Costs:

- Total Project Budget: \$12,547,373
- Project Cost to Date: \$ 476,728
- Total Construction Budget: \$10,800,000
- Construction Cost to Date: \$ 0

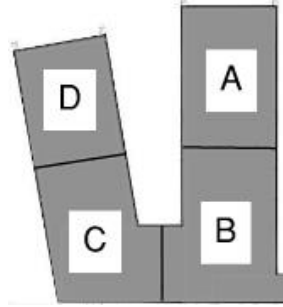
Project is in Budget



Library & Learning Center

Completed Activities:

- Building:
 - Elevated slabs through fifth floor complete – Areas A and B. Areas C and D by 1/16/26
 - Columns up to penthouse level poured.
- Demolition: No update



Project Milestones:

- Design Phase: Jul 2023 – Feb 2025
- Bidding: Feb 2025 – Mar 2025
- Construction Phase: Apr 2025 – June 2027
- Move In: July 2027 – Aug 2027

Project is on Schedule

Project Scope:

- LLC Building, Parking Lot D and Central Plant Upgrades; Monticello landscaping
- COMmons, site lighting, wayfinding/signage
- Demolition of LRC, Firing range, Building 11 (College Services) and racquetball court

Ongoing/Upcoming Activities:

- Building:
 - Topping out celebration January 23
 - Overhead MEP has begun.
 - Interior framing and CMU walls complete in Area A. Continuing in Area B.
 - Electrical ductbank to the Central Plant in progress
 - Construction and testing of mock-up

Project Costs:

- Total Project Budget: \$ 129,811,536
- Project Cost to Date: \$ 28,794,583
- Guaranteed Maximum Price: \$ 101,854,219
- Construction Cost to Date: \$ 21,795,814

Project is under budget

* TPC and GMP reflect increased scope of Parking Lot D, Cooling Tower Replacement and Monticello improvements (north side). Cost of remaining scope to be finalized Spring 2026.

Library & Learning Center (COMmons)

Completed Activities:

- Review meeting held on January 9 and 13
- COMmons 50% Construction Documents issued for budget estimate

Project Milestones:

- Design Phase: Jan 2025 – Jan 2026
- Bidding: Feb 2026 – Mar 2026
- Construction Phase: Nov 2026 – April 2028

Project is on Schedule

Ongoing/Upcoming Activities:

- COMmons 100% Construction Documents to be issued for bid mid-March for GMP

- COMmons package scope:
 - COMmons Reflection Garden
 - Site Lighting Signage and Wayfinding
 - Demolition of 4 buildings

Project Costs:

- Total COMmons Construction Budget: \$ 14,180,711
- Future GMP amendment for this scope to be presented spring 2026.

Library & Learning Center



Cold form framing in progress 1 st floor– Area A, B, C, D



Overhead mechanical, electrical and plumbing 1st floor



Concrete art roof level area B / C

Infrastructure – Parking Lots and Underground Utilities

Completed Activities:

- Pond expansion complete.
- Lot A – Phase 1 complete
- Lot A – Phase 2 complete (opened 10/27/2025)
- Lot A – Cameras and open area by Amburn complete 12/22/2025

Project Milestones:

- Final completion – January 2026

Ongoing/Upcoming Activities:

- Final punch list items

Project Costs:

- Total Project Budget: \$12,839,580
- Project Cost to Date: \$ 9,582,481
- Total Construction Budget: \$ 9,762,700
- Construction Cost to Date: \$ 8,950,804

Project is in Budget

Parking Lots A, B, C



Landscaping at Lot A



New curb strip at Amburn



Fred Taylor and Amburn

Infrastructure – Fine Arts Electrical Upgrades

Completed Activities:

- Abatement completed
- Electrical work completed December 30

Project Milestones:

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

Ongoing/Upcoming Activities:

- Work schedule coordinated with COM staff
 - Final completion of electrical and classroom items
 - Theatre and makeup area ongoing; completion expected by February 12
- Construction OAC meetings continue

Project Costs:

- Total Project Budget: \$1,944,440
- Project Cost to Date: \$ 240,010
- Total Construction Budget: \$1,500,000
- Construction Cost to Date: \$ 123,260

Project is under Budget



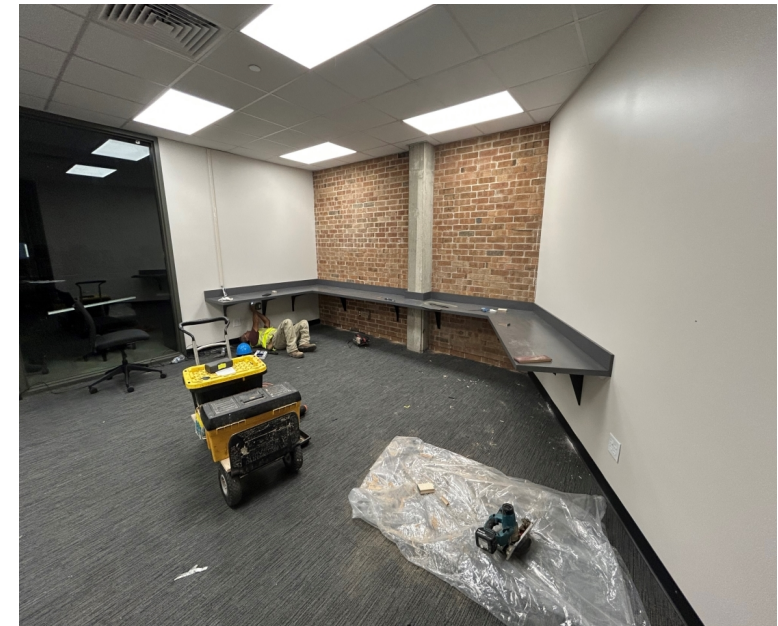
Fine Arts Renovation



New transformers and panels



New wall layout and finishes in progress at wardrobe area.



New countertop and data work in progress.

Bond Campus Furniture

Completed Activities:

- PSC Furniture order placed
- Campus-wide trash/recycle receptacle delivery/installed

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:

- CTC Furniture Delivery and Installation – 1/26/2026
- PSC Furniture Delivery and Installation – April 2026

Project Costs:

- Total FF&E Budget: \$11,531,102
- Total Furniture Budget: \$ 8,000,000
- Purchase Order Total: \$ 5,905,039
- Project Cost to Date: \$ 340,880

Project is under Budget



Questions?



MINUTE ORDER

To: Board of Trustees

From: Dr. Helen Brewer, President

Date: January 26, 2026

Subject: Approval of Contract 23-52: Architectural Services for the Existing Public Safety Careers Addition and Renovation Project

AGENDA ITEM DESCRIPTION

Approval of Contract 23-52: Architectural Services for the Existing Public Safety Careers Addition and Renovation Project.

PURPOSE

Provide Architectural Services for renovations and additions to existing facilities for 2023 Bond projects.

BACKGROUND

On May 2, 2023, the College of the Mainland (COM) received fifteen (15) responses to a Request for Qualifications (RFQ) for Professional Architecture and Engineering Services. Following evaluation of the RFQ submissions and firm interviews, the Evaluation Committee recommended that RDLR Architects be added to the College's pool of qualified architectural firms. This recommendation was presented to and approved by the Board of Trustees at the June 26, 2023 Board Meeting.

Based on review of the scope and size of the Existing Public Safety Careers (PSC) Building Addition and Renovation Project, LAN, in coordination with the COM Administration, recommended RDLR Architects for this project

FUNDING SOURCE

2023 Bond Funds

PROPOSED MOTION

"I move the Board of Trustees approve award of contract 23-52 to RDLR Architects for Architectural Services for the design of the Existing PSC building for a not-to-exceed amount of 7.75% of the Final Cost of Work, plus any Reimbursable and Supplemental Services approved by the Owner"

ATTACHMENT(S)

1. LAN Cover Letter
2. RDLR Proposal



To: Dr. Helen Brewer, President, College of the Mainland (COM)

From: Lockwood, Andrews & Newnam (LAN)

Date: January 15, 2026

Re: Approval of Contract No. 23-52 – Architectural Services for the Existing Public Safety Careers Building Addition & Renovation Project

Background: On May 2, 2023, fifteen (15) firms responded to a Request for Qualifications (RFQ) for Professional Architecture and Engineering Services. Based on the evaluation of RFQ submissions and subsequent firm interviews, the Evaluation Committee recommended adding RDLR Architects (RDLR) to the College's pool of qualified architectural firms. This recommendation was presented to and approved by the Board of Trustees on June 26, 2023.

Following a review of the scope and complexity of the Existing Public Safety Careers (PSC) Building Addition and Renovation Project, LAN recommended RDLR for this project. RDLR subsequently submitted a proposal to provide architectural services under a percentage-based fee structure. The proposal includes a not-to-exceed fee of 7.75% of the Final Cost of the Work, plus any Reimbursable and Supplemental Services approved by the Owner.

Recommendation: LAN recommends Board approval of **Contract No. 23-52** for Architectural Services for the Existing Public Safety Careers Building Addition & Renovation Project for a **not-to-exceed amount of 7.75% of the Final Cost of the Work**, plus any Reimbursable and Supplemental Services approved by the Owner.

A handwritten signature in blue ink that reads "C.W. Scheibe".

C.W. Scheibe, CCM, PMP
Program Manager, LAN
cwscheibe@lan-inc.com
mobile: (972) 890-3002

15 January 2026

Mr. C.W. Scheibe, CCM, PMP
Program Manager
LAN
2952 Briarpark Dr. #400, Houston, TX 77042

RE: **Fee Proposal for Architectural and Engineering Services for
College of the Mainland – Public Services Center Renovations and
Addition**

Dear Mr. Scheibe:

RDLR Architects, Inc. is thankful for the opportunity to work with College of the Mainland and LAN on the Public Services Center Renovations and Additions. We are pleased to present this fee proposal to provide architectural and engineering design services. These fees are based on our understanding of the work and the scope of services, as described in “Exhibit A: Amended B-101-2017” with exceptions as noted in the proposal.

PROJECT DESCRIPTION

The project consists of the renovation of the existing 11,500 SF facility to accommodate modern classrooms and more flexible functions as well as the addition of roughly 14,500 SF for a total of 26,000 GSF. This facility will include programs, classrooms, and offices to help expand COM’s educational programs and provide additional flexibility for the College. Additionally, the project will require site work to accommodate additional parking, utilities, and detention requirements.

The Construction Delivery method will be Construction Manager at Risk (CMAR) and as such the Design Team will work with the General Contractor who will be consulted during the design phase to evaluate costs, schedule, site usage and improvements, alternative design and materials, constructability, and value engineering.

The project will be designed to incorporate sustainability strategies into the project but will not seek any sustainability certifications.

A. SCOPE OF PROFESSIONAL SERVICES

The scope of services for this project are outlined in “Exhibit A: Amended B-101-2017” with exceptions as noted below.

Exception:

1. Section 2.1 – Our cost estimator is not a licensed architect or engineer but is a CEP – certified estimating professional.
2. Section 2.5.5 – Not all our consultant’s insurance limits will match the insurance limit requirements of the contract. For example, the cost estimator’s limits will be less than required for the prime.
3. Section 2.6 – Add “once paid by owner.” To the end of the last sentence.
4. Section 3.1.4 – We assume Texas City will be the AHJ and that there will be no requirement for the use of a third-party compliance officer.
5. Section 3.1.10 – We assume the cost for the project management software licenses are borne by the architect as a reimbursable expense.
6. Section 3.4.1.1.1 – The term “material error” needs to be defined. After which we reserve the right to provide additional comments.
7. Section 3.4.1.1.4 – This section needs to be modified to indicate how an error or omission will be determined. Additionally, if a material error is determined, then it would be covered by our insurance and not deducted from the fee. We cannot allow a blanket clause like this.
8. Section 3.4.2 - Code changes should only be required to be made up to permitting. If there is a major code revision after permitting, the architect cannot be responsible if an AHJ requires revisions to the plans. The design of minor changes indicated by the Fire Marshall would not be an issue, but there is too much risk in stating that we would bare the responsibility of any code changes.
9. Section 3.6.1.2 – Architects are not being compensated to provide continuous observations of every single aspect of the work. If a construction issue exists at no fault of the architect or owner that requires the architect provide additional services (regardless of when this issue is observed) then those services should be compensated by the CMAR.
10. Section 3.6.2.1 – The word “inspect” should be replaced with the word “observe”.
11. Section 3.6.5.6 – states “The architect shall also transmit an estimate of the cost or credit for the change according to the Architect’s own estimating.” The architect will provide a thorough review of costs provided for changes including labor hours, labor rates, material quantities, and material costs.
12. Section 4.1.1.2 – We would limit the number of drastically different designs to 3. However, we would include revisions to those.

13. Section 6.3 – Will be modified to note that cost estimating is a supplemental service.
14. Section 11.5 – Strike “Compensation for Basic services will be deemed earned upon satisfactory completion of the phases:”. This could be interpreted to mean that we would not be paid until each phase was completed. 11.6 states monthly billings.

B. Schedule

A proposed schedule will be submitted to COM and LAN for review. We would anticipate a 9–11-month design period but could expedite the project through the release of early packages in coordination with the CMAR.

C. Compensation

Basic Services

The services provided are classified into two categories: Basic Services which are defined as the basic A/E design services required for the defines scope of the project, and Additional Services which are defined as services beyond basic A/E design services. Basic services are also outlined in Article 4 of “Exhibit A: Amended B-101-2017” with exceptions as noted below.

1. Section 4.1.1.12 – Change to “not provided”.
2. Section 4.1.1.29.1 – Change to “Additional Service, if required”
3. Section 4.1.1.29.3 – Change to “not provided”
4. Section 4.1.1.29.4 – Change to “not provided”
5. Section 4.1.1.29.5 – Change to “not provided”

The team we propose for basic services includes:

- Salas O'Brian – MEP, Fire Protection
- Dally + Associates – Structural Engineering
- Dunaway – Civil Engineering
- Kudela & Weinheimer – Landscape Architecture, Irrigation
- PGA Engineers – IT/AV/Security

Compensation for this project will be based on a percentage of the cost of work as defined in “Exhibit A: Amended B-101-2017”. Although the cost of work is not currently finalized, the current estimated construction cost limit is \$13,000,000. Total compensation for these services shall be **7.75%**.

Supplemental and Additional Services

Supplemental and Additional services will be incurred for additional scopes of work not currently identified. These are identified in Article 4 of “Exhibit A: Amended B-101-2017”. Additional services shall be performed only upon prior approval of the client.

The team we propose for additional services includes:

- Consultants to be determined- \$175,000

Reimbursable Expenses

Reimbursable expenses will be compensated per section 11.8 of “Exhibit A: Amended B-101-2017”. With the following exception:

1. Geotech, platting, and surveying will be a pass-through expense. We will not pay these consultants until we are paid by the owner.
- Reimbursable Expense Allowance - \$100,000

Fee Total

• Basic Services -	\$1,007,500
• Additional Services -	\$ 175,000
• <u>Reimbursable Expenses-</u>	<u>\$ 100,000</u>
• Fee total-	\$1,282,500

Thank you for the opportunity. Our team is ready to begin promptly and provide excellent service to the College of the Mainland.

Please call or email should you have any questions or comments. We look forward to your feedback.

Sincerely,



Daniel Ortiz, AIA
RDLR Architects, Inc.

File: Document1



MINUTE ORDER

To: Board of Trustees

From: Dr. Helen Brewer, President

Date: January 26, 2026

Subject: Construction Documents Approval for the Campus Services Building project

AGENDA ITEM DESCRIPTION

Approval of the Construction Documents phase of the Campus Services Building project, as presented.

PURPOSE

To obtain Board approval of the Construction Documents phase for the Campus Services Building project.

BACKGROUND

At the October 27, 2025 Board Meeting, the Board of Trustees approved the Design Development package for the new Campus Services Building. Following this approval, RDLR Architects commenced the Construction Document phase. The completed Construction Documents package was presented to the Bond Steering Committee on January 12, 2026, and received a recommendation for Board approval.

FUNDING SOURCE

2023 Bond Funds

PROPOSED MOTION

"I move the Board of Trustees approve the Construction Documents for the Campus Services Building project, as presented."

ATTACHMENT(S)

1. LAN Cover Letter
2. Construction Documents Presentation



To: Dr. Helen Brewer, President, College of the Mainland (COM)

From: Lockwood, Andrews & Newnam (LAN)

Date: January 15, 2026

Re: Construction Documents Approval for the Campus Service Building (CSB) project

Background: At the October 27, 2025 Board Meeting, the Board of Trustees approved the Design Development package for the new Campus Services Building. Following this approval, RDLR Architects commenced the Construction Document phase. The completed Construction Documents package was presented to the Bond Steering Committee on January 12, 2026, and received a recommendation for Board approval.

Recommendation: LAN recommends Board approval of the Construction Documents package for the Campus Services Building project, as presented.

A handwritten signature in blue ink that reads "C.W. Scheibe".

C.W. Scheibe, CCM, PMP
Program Manager, LAN
cwscheibe@lan-inc.com
mobile: (972) 890-3002



RDLR

COLLEGE OF THE MAINLAND - COLLEGE SERVICES BUILDING-NEW CONSTRUCTION

PREPARED FOR THE COLLEGE OF THE MAINLAND

01/19/2026

PROPERTY LINE

PROPERTY LINE

PROPERTY LINE

CTC BUILDING

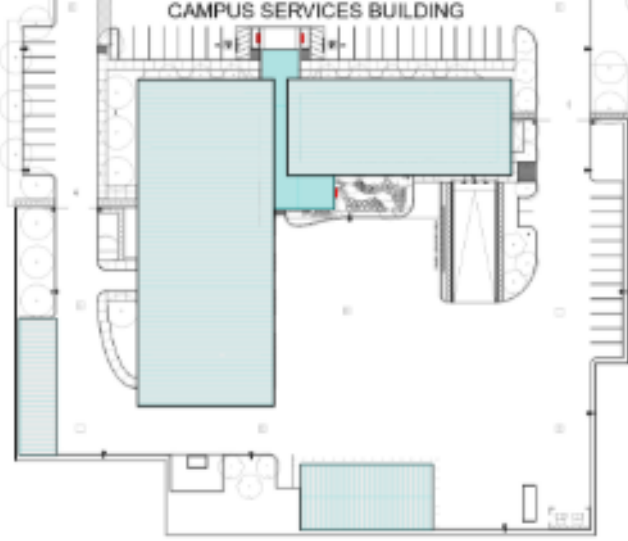
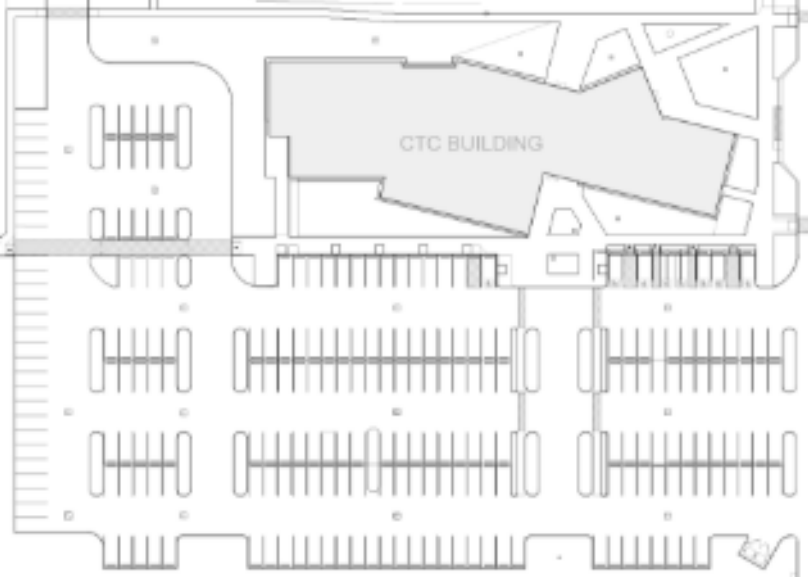
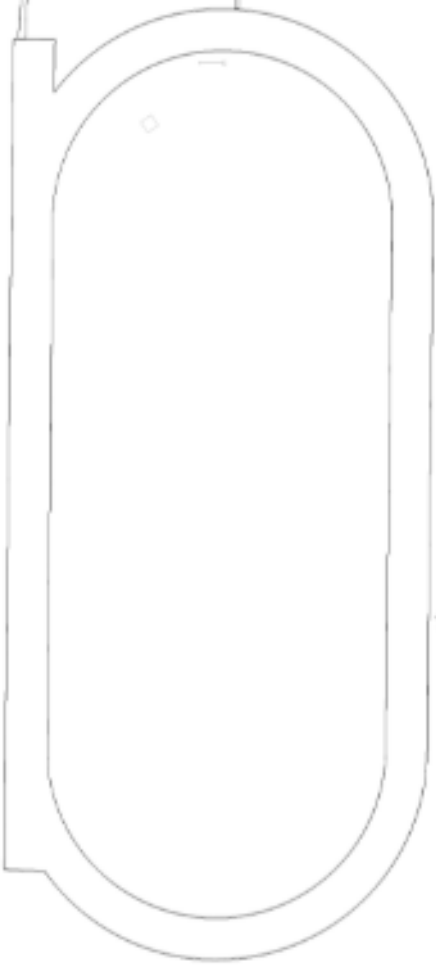
PSC BUILDING

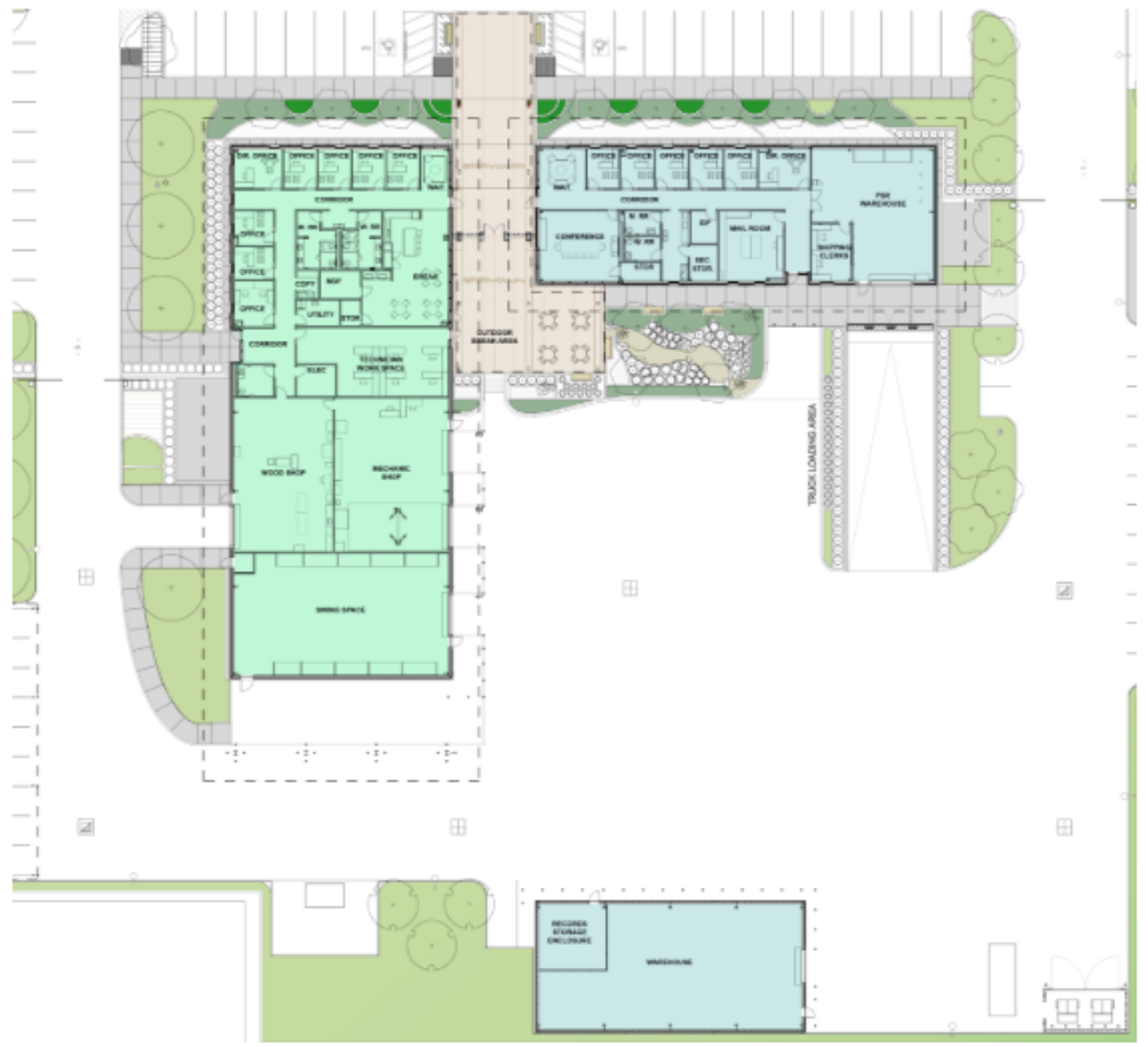
CAMPUS SERVICES BUILDING

PAVE
PARKING

PAVE
PARKING

OVERALL SITE PLAN





- LEGEND:
- FACILITY SERVICES
 - PURCHASING, SHIPPING, & RECEIVING

FLOOR PLAN



AERIAL PERSPECTIVE



NORTH-WEST PERSPECTIVE



NORTH BREEZEWAY PERSPECTIVE



OUTDOOR BREAK AREA PERSPECTIVE



BREAK ROOM



CM

CORRIDOR



CONFERENCE

END





MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer, President
Date: January 15, 2026
Subject: 2026-2027 Plan Year Insurance Renewal

AGENDA ITEM DESCRIPTION:

Consideration of and possible approval of the 2026-2027 Plan Year Auto, Professional, General, Employee Benefit, and Cyber/Privacy Insurance Renewal

PURPOSE:

To provide sufficient liability insurance for all appropriate areas of liability.

BACKGROUND:

In February of 2020, the Board approved a contract award to TASB based on results of a Request for Proposal for property and liability insurance. Previously, the College's appointed Risk Manager coordinated with the College's insurance consultant, RWL Group, to obtain, prepare and submit a schedule of annual liability insurance renewals for all appropriate areas of liability. Based on that experience, the recommended coverage from TASB is indicated on the attached proposal analysis for the 26-27 renewal period.

FUNDING SOURCE:

2025-2026 Budget

PROPOSED MOTION:

Suggested motion: "I move the Board of Trustees approve the 2026-2027 Police Professional, Flood, Auto, Professional, General, Employee Benefit and Cyber/Privacy Insurance Renewals as stated in the 2026-2027 Proposal Analysis for an amount not to exceed \$106,587.00 to be paid from the FY25-26 operating budget."

ATTACHMENT(S)

1. 2026-2027 Proposal Analysis for Renewal
2. 2026-2027 TASB, Auto, Professional, General, Employee Benefit, and Cyber/Privacy documents



December 16, 2025

Belinda Aaron

College of the Mainland

Dear Belinda Aaron,

The TASB Risk Management Fund is pleased to provide the following proposal for renewing coverage with the Fund for the coming year. The proposal reflects the Fund's ongoing commitment to the risk-sharing partnership among its more than 1,000 members.

The Fund is the oldest and largest governmental risk pool serving Texas public schools. A 21-member board comprised of school board members, superintendents, and administrators from member districts governs the Fund. The Fund's board of trustees ensures the Fund remains financially strong and responsive to member needs. Fund programs and coverages continue to respond to the risks shared by Fund members and reflect the challenges Fund members face today.

The coverage proposal on the following pages includes terms and contribution amounts for the programs in which your organization participates. A summary of changes and updates to the Fund's Coverage Agreements is included in this proposal. You can also access coverage agreements on the Fund's website.

Please review all terms, provisions, and features of this renewal proposal. When ready, you may accept this renewal proposal by signing the Contribution & Coverage Summary (CCS) and returning it by email to me or TASBRMF@tasbrmf.org. You may also complete the electronic acceptance using the link in the renewal email sent to the designated Program Contact. All provisions and terms of this CCS, including contribution amounts, are offered by the Fund in total as indicated only; if not accepted by the member in total, please contact your underwriter for other pricing and options.

Please note that if you take no action, coverage will automatically renew under the terms of this renewal proposal. If you wish to terminate coverage, the Fund must receive written notice of termination at least 30 days prior to your renewal date. If you are unsure of your plans to renew or have questions about this renewal proposal or any aspect of your Fund membership, please contact Selma Turner or any member of TASB's Underwriting or Marketing teams at 800.482.7276.

Thank you for your membership in the TASB Risk Management Fund and participation with all Fund members. The Fund is proud to be your partner in managing risk and serving the students and staff in your community.



TASB Risk Management Fund
P.O. Box 301, Austin, Texas 78767-0301 • 800-482-7276
12007 Research Blvd., Austin, Texas 78759-2439 • tasbrmf.org

Administered by the Texas Association of School Boards

Sincerely,
Selma Turner
Senior Risk Management Consultant
Division of Risk Management Marketing & Strategic Partnerships
Texas Association of School Boards, Inc.

TASB Risk Management Fund
12007 Research Blvd., Austin, Texas 78759-2439
P.O. Box 301, Austin, Texas 78767-0301
Toll-Free: 800.482.7276 | Austin area:

CC:

Fund Members' Conference

April 26-28, 2026

Kalahari Resorts and Conventions
Round Rock, Texas

Don't miss the Fund's premier event for learning,
networking, and everything risk management.
Registration opens December 1st!

- ✓ Timely and Relevant Topics
- ✓ Networking Opportunities
- ✓ One Complimentary Hotel Stay at the
Kalahari Resort Per Eligible Fund Member,
Based On Availability.



tasbrmf.org

for more info

Notification of Coverage Changes and Language Refinements Effective July 1, 2025

As a part of the annual coverage review, the TASB Risk Management Fund (Fund) implemented the following coverage changes and language refinements **for all renewals taking effect on or after July 1, 2025**. This document is a summary of changes and refinements only; please carefully review the full text of all Fund Coverage Agreements and any applicable Contribution and Coverage Summary (CCS).

Automobile Liability & Physical Damage Coverage Agreement

- Under Part A, § 3.1 **Automobile**, coordinated coverage for motor-driven equipment and motor vehicles between Automobile Liability, General Liability, and Property coverages and align coverage with evolving Texas common law definitions regarding motor vehicles.

School Liability Coverage Agreement

- Under Part A, § 3.1 **Covered Person**, updated the definition of a **Covered Person** to explicitly name law enforcement employees and employee-participants in the guardian or School Marshal programs to affirm the Fund's coverage for members' law enforcement employees and employees participating in members' safety and security efforts.
- Under Part A, § 3.4 **Automobile**, coordinated coverage for motor-driven equipment and motor vehicles between Automobile Liability, General Liability, and Property coverages and align coverage with evolving Texas common law definitions regarding motor vehicles.
- Under Part F, § 16 Related Acts, clarified that related acts, including the number of events and degree of damage, are considered a single act.

Property Coverage Agreement

- Added coverage for up to 125% of the cost to repair or replace a covered single-ply membrane roof when upgraded to a Very Severe Hail-rated roofing system, not to exceed \$250,000 per occurrence.
- Revised the Named/Numbered Windstorm and Flood Endorsements to indicate that flooding due to a **Named or Numbered Windstorm (NWS)** outside of Tier 1 and Tier 2 coastal counties will be covered under the Flood endorsement and its limit; however, only the higher deductible will apply.
- Added language to maintain claim timelines when losses are initially lower than the deductible.
- Under Part A, § 3.6 (B)(8) **Personal Property**, extend coverage for the personal property of others to include loan agreements in addition to lease or rental agreements.
- Revised the Crime and Employee Dishonesty Endorsement, § 2, Payments (A), to include *abstraction* (a form of embezzlement) and fraudulent or dishonest omission by an employee and (B) to include abstraction and forgery as additional covered losses, all as additional compensable elements for a crime claim.
- Under Part A, § 3.6 (B)(7) **Personal Property**, coordinated coverage for motor-driven equipment and motor vehicles between Automobile Liability, General Liability, and Property coverages and align coverage with evolving Texas common law definitions regarding motor vehicles.

Privacy & Information Security Coverage Agreement

- Changed the coverage agreement's name to Cyber Liability & Security from Privacy & Information Security to better reflect its purpose and scope.

Violent Act Coverage

- No changes.





College of the Mainland

**Contribution & Coverage Summary (CCS)
 Participation Period: 3/1/2026 through 2/28/2027**

The following is a summary of coverages, limits, deductibles, and contribution amounts. More information about coverage, limits, deductibles, terms, and conditions can be found on the following pages and is part of this CCS. Please review all pages of this CCS document and associated Fund Coverage Agreements.

This document is not a declarations page. The Fund is not insurance but a self-insured risk pool through which members agree to share risk and actively participate in their contractual obligations as a member of the Fund.

Coverage	Limit	Deductible	Contribution
Automobile Liability	\$1M Combined Single Limit	\$1,000	\$18,142
Automobile Physical Damage	Actual Cash Value	See Automobile Coverage Summary	\$3,281
School Liability including Professional Legal, General, and Employee Benefits Liability	See School Liability Coverage Summary	See School Liability Coverage Summary	\$72,664
Cyber Liability & Security	\$500,000	\$0	\$12,500
Total Contribution			\$106,587

THIS IS NOT AN INVOICE. The TASB Risk Management Fund will issue an invoice when coverage is accepted by the member. Total Contribution is an estimate and is subject to exposure audit.

All provisions and terms of this CCS, including contribution amounts, are offered by the Fund in total as indicated only; if not accepted by the member in total, please contact your underwriter for other options and updated pricing.



College of the Mainland

Automobile Coverage Summary Participation Period: 3/1/2026 through 2/28/2027 Total Automobile Contribution: \$21,423

The following is an overview of the limits and deductibles for risks associated with the ownership, maintenance, or use of Covered Automobiles. The Fund's Coverage Agreement includes additional coverages, limits, exclusions, and terms for this Participation Period.

Coverage	Limit	Deductible
Automobile Liability	\$1M Combined Single Limit	\$1,000
Automobile Physical Damage - Collision	Actual Cash Value	\$1,000
Automobile Physical Damage - Comprehensive	Actual Cash Value	\$1,000
Automobile Physical Damage - Catastrophic	Actual Cash Value	\$5,000

Automobile Terms & Conditions

Statement of Values: The Fund Member has provided the Fund with the most complete and accurate listing of vehicles owned and leased by the Fund Member and will make this listing current throughout the Participation Period. The Fund Member agrees to allow the Fund to conduct vehicle appraisals of the Fund Members' fleet periodically and agrees to accept values provided by the Fund, if any.

Salvage: The Fund will have the right, at its discretion, to exercise rights of salvage to any damaged property paid for or replaced under the terms of this Agreement.

Excluded Vehicles: Vehicles specifically listed on this CCS are excluded from all Automobile coverage as noted under 'Exclusion.'



College of the Mainland

School Liability Coverage Summary Participation Period: 3/1/2026 through 2/28/2027 Total School Liability Contribution: \$72,664

The following is an overview of the limits and deductibles for legal, general, and other liability risks. The Fund's Coverage Agreement includes additional coverages, limits, exclusions, and terms for this Participation Period.

Coverage	Limit	Deductible
Professional Legal Liability Subject to \$1,000,000 Maximum Annual Aggregate	\$1,000,000	\$100,000
General Liability	\$1,000,000	\$0
Employee Benefits Liability	\$100,000	\$0

School Liability Coverage Provisions

Known Prior Acts: As indicated in the School Liability Coverage Agreement, including in Section 4.1, the Fund Member agrees that all known prior acts (including previously reported acts) that may result in a legal claim against the Fund Member have been fully disclosed to prior carriers, including the Fund, and no coverage will apply to these acts under this CCS. However, this CCS does not void coverage afforded to the Fund Member under any previous CCS.

Fund-requested Settlement Contributions: As indicated in the School Liability Coverage Agreement, including Section 4.6, the Fund may request a monetary or non-pecuniary contribution from the Fund Member to address the portion of a Claim that is not covered by the Coverage Agreement so that the Fund can settle the Claim in its entirety. Any refusal by the Fund Member to contribute to the settlement as requested by the Fund will result in the Fund Member being responsible for further defense costs and indemnity payments other than what the Fund would have paid.

Chapter 118 Coverage: As indicated in the School Liability Coverage Agreement Chapter 118 Endorsement, the Fund will provide limited coverage for K-12 school districts for **Claims** arising from allegations under Chapter 118 of the Texas Civil Practice and Remedies Code. This endorsement excludes coverage under the General Liability Coverage and provides claims-made coverage under the Professional Legal Liability Coverage. The coverage for state court Chapter 118 **Claims** only (those **Claims** that are filed and adjudicated in, or remanded to, the state courts of Texas) will have **Claim Expense** within a \$1 million limit of liability that is the limit per claim and annual aggregate.



College of the Mainland

Cyber Liability & Security Coverage Summary Participation Period: 3/1/2026 through 2/28/2027 Total Cyber Liability & Security Contribution: \$12,500

The following is an overview of the limits and deductibles for cyber liability & security risks. The Fund's Coverage Agreement includes additional coverages, limits, exclusions, and terms for this Participation Period.

Coverage	Aggregate Limit Per Event	Deductible
Cyber Liability & Security	\$500,000	\$0

Cyber Liability & Security Conditions

No Known Losses: Fund Member certifies that all known or reported events occurring prior to the effective date of this coverage, as applicable, which it is reasonably believed may result in a claim under this coverage have been fully disclosed or reported.



Program Coordinators

The Fund Member is required to designate a Program Coordinator (Coordinator) with express authority to represent and bind the Fund Member in all program matters. Below are the current Coordinators associated with the Fund Member. If a Coordinator's name and email address are not listed or the Coordinator identified needs to be updated, please provide updated information to the Fund as soon as possible or include updates in this document.

Current Program Coordinators

Program	Name	Title	E-mail
TASB RMF-Auto	Belinda Aaron	Associate Vice President, Fiscal Affairs	baaron@com.edu
TASB RMF-Liability	Belinda Aaron	Associate Vice President, Fiscal Affairs	baaron@com.edu
TASB RMF-Unemployment Compensation	Andrea Crucian	Director, HR Services	acrucian@com.edu
TASB RMF-Workers' Compensation	Andrea Crucian	Director, HR Services	acrucian@com.edu

Program Coordinator Updates

Program	Name	Title	E-mail

If accepting this proposal electronically, you may scan and email this page to tasbrmf@tasbrmf.org to provide Program Coordinator updates.



Contribution & Coverage Summary General Provisions

Coverage: This CCS, the Fund’s corresponding coverage agreements and their endorsements, the Fund Member’s questionnaire, the Interlocal Participation Agreement (IPA), and the documents incorporated by reference into any of those documents, all for this Participation Period, outline the coverage terms and limits.

Claims Reporting: The Fund Member will provide timely notice of all claims to the Fund as required in the IPA, the applicable Fund coverage agreement, and this CCS. The lack of timely notice may result in a loss of coverage.

Definitions: Any terms not defined in this CCS will use the definition for that term from the corresponding Fund Coverage Agreement.

Payment: The Fund Member agrees to pay contributions based on a plan developed by the Fund. All contributions are payable upon receipt of an invoice from the Fund. The Fund will determine the contribution for each program and how each contribution is applied.

Termination: In addition to any CCS-specific provisions, the IPA outlines the termination-related provisions that govern this CCS. These provisions include the following: this CCS may be terminated by either party, with termination effective at the end of the Participation Period, by giving written notice to the other party no later than 30 days before the end of the Participation Period. If the Fund Member ceases to be an Active or Associate member of the Texas Association of School Boards, Inc., this CCS will terminate at the end of the Participation Period, and the Fund will not offer a renewal CCS. If neither party terminates this CCS, any renewal CCS offered by the Fund becomes effective based on the terms of the renewal CCS and will bind the Fund Member.

Fund Member Authorization:

I have read, approved, and agreed to this Contribution and Coverage Summary (CCS) and certify that this information is correct. I affirm that I am duly authorized to approve this CCS and understand that my signature below contractually binds the entity I represent to this CCS and any other coverage-related or Fund participation agreements.

Authorized Signature

Date

Printed Name

Title



Proof of Auto Liability Coverage

THIS GOVERNMENT VEHICLE IS EXEMPT FROM THE MOTOR VEHICLE SAFETY RESPONSIBILITY ACT. Liability coverage in effect meets the minimum limits required by Texas law.

Member: **College of the Mainland**
Contract Number: **P084503-2026-001**
Contract Period: **3/1/2026** through **2/28/2027**

If you have an accident, please notify the TASB Risk Management Fund at 800.482.7276.

Coverage is applicable to all vehicles owned by the above-named entity. Coverage remains in effect only if contribution has been paid.



Proof of Auto Liability Coverage

THIS GOVERNMENT VEHICLE IS EXEMPT FROM THE MOTOR VEHICLE SAFETY RESPONSIBILITY ACT. Liability coverage in effect meets the minimum limits required by Texas law.

Member: **College of the Mainland**
Contract Number: **P084503-2026-001**
Contract Period: **3/1/2026** through **2/28/2027**

If you have an accident, please notify the TASB Risk Management Fund at 800.482.7276.

Coverage is applicable to all vehicles owned by the above-named entity. Coverage remains in effect only if contribution has been paid.

WHAT TO DO IF YOU HAVE AN ACCIDENT

(Keep this Card in Vehicle at all times)

- Move vehicle to the side of the road if drivable.
- Call 911 immediately. Have driver's license and this card ready to give to police.
- Help the injured by making them comfortable and providing emergency first aid. Call for medical help and provide requested information.
- Report the accident to your supervisor as soon as possible. If you have been injured, notify your supervisor.
- Do not discuss blame or fault. Discuss accident only with the police.
- Collect names, insurance, and other driver's license number. If there are witnesses, collect their names and contact information and give the information to the police and your supervisor.
- Do not sign any documents except as requested by law enforcement.

WHAT TO DO IF YOU HAVE AN ACCIDENT

(Keep this Card in Vehicle at all times)

- Move vehicle to the side of the road if drivable.
- Call 911 immediately. Have driver's license and this card ready to give to police.
- Help the injured by making them comfortable and providing emergency first aid. Call for medical help and provide requested information.
- Report the accident to your supervisor as soon as possible. If you have been injured, notify your supervisor.
- Do not discuss blame or fault. Discuss accident only with the police.
- Collect names, insurance, and other driver's license number. If there are witnesses, collect their names and contact information and give the information to the police and your supervisor.
- Do not sign any documents except as requested by law enforcement.



MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer, President
Date: January 16, 2026
Subject: 2026-2027 Property/Casualty Insurance Renewals

AGENDA ITEM DESCRIPTION:

Consideration of and possible approval of the 2026-2027 Property/Casualty Insurance Renewals.

PURPOSE:

To provide sufficient property and liability insurance for all appropriate properties and areas of liability.

BACKGROUND:

In February of 2020, the Board approved a recommendation for contract award to McGriff, Siebels, & Williams based on results of a request for proposal for property and liability insurance. McGriff is an approved vendor of the Omnia Partners cooperative purchasing organization. McGriff's status with the cooperative was the basis of their original response to provide competitive and best value options for proper coverage throughout campus. Therefore, it is the recommendation of COM administration to renew the property and liability insurance with McGriff, an industry leader to community colleges and universities. Additionally, COM has been extremely satisfied with the services and policy options provided by McGriff for almost a decade. Coverage with McGriff has provided positive outcomes to COM resulting from several disaster claims with their assistance.

FUNDING SOURCE:

2025-2026 Budget and Fund Balance

PROPOSED MOTION:

Suggested motion: "I move the Board of Trustees approve the 2026-2027 Property and Casualty Insurance Renewals as stated in the 2026-2027 Proposal Analysis for an amount not to exceed \$2,610,000.00 to be paid from the FY25-26 operating budget."

ATTACHMENT(S):

1. FY26 Estimated Property Insurance Increase Analysis
2. Proposal Analysis: Insurance Plan Year 2026-2027 with Property & Windstorm Insurance

2026 Estimated Property Insurance Increase for FY26

Building	Est. SF	Est. Online	Add'l. Bldg Value	Estimated ANNUAL premium for Building coverage only	Estimated ANNUAL premium for Contents coverage only (TBD)	Est. FY26 Cost
Welding Building Addition	5,000	Jan. 26	\$ 5,066,564	\$ 52,895	\$ 4,232	\$ 57,127
Public Safety Careers	50,884	Mar. 26	\$ 25,870,019	\$ 270,083	\$ 21,607	\$ 291,690

COLLEGE OF THE MAINLAND

PROPOSAL ANALYSIS: INSURANCE PLAN YEAR 2026-2027

02/28/2026 - 02/28/2027

MCGRUFF--MMA

2025-26 -- EXPIRING				
Insurer	Line	Limits	Deductibles	Premiums
Lloyds of London	Terrorism	\$100M	\$10K	19,274
AXA/XL	Boiler & Machinery	\$201,127,162	\$10K	12,336
Travelers	Crime	\$500k	\$5K	6,956
Burlington	General Liability	\$1M	\$1K	7,788
McGriff Subtotal:				46,354
Various Insures	Property	Per SOV Schedule	\$50K AOP	2,227,524
		\$100M	\$50K EQ	
		\$10M Flood	3% NS, Min \$100K	
		\$10M Earth Movement	\$100K Flood Except	
		\$1M Tuition/Fees	No Coverage SFHA	
Property Subtotal:				2,227,524
McGriff Total:				2,273,878

2026-27 -- RENEWING				
Insurer	Line	Limits	Deductibles	Premiums
Lloyds of London	Terrorism	\$100M	\$10K	19,332
AXA/XL	Boiler & Machinery	\$201,374,259	\$10K	12,404
Travelers	Crime	\$500k	\$5K	7,017
Burlington	General Liability	\$1M	\$1K	8,288
McGriff Subtotal:				47,041
Various Insures	Property	Per SOV Schedule	\$50K AOP	2,212,739
		\$100M	\$50K EQ	
		\$10M Flood	2% NS, Min \$100K	
		\$15M Earth Movement	\$100K Flood Except	
		\$1M Tuition/Fees	No Coverage SFHA	
Property Subtotal:				2,212,739
McGriff Total:				2,259,780

Property & Windstorm Insurance - 2/28/2026-27

Coverage	Property/Windstorm Insurance
Total Limit of Liability:	\$100,000,000
Sub-Limits:	
Named Windstorm	\$100,000,000
Flood Zone All Zones Except A&V - Annual Aggregate	\$10,000,000
Earth Movement - Annual Aggregate	\$15,000,000
Accounts Receivable	\$5,000,000
Arson Reward	\$100,000
Civil or Military Authority - 30 days - 1 mile of an insured location	\$5,000,000
Control of Damaged Property	\$1,000,000
Course of Construction (Includes Soft Costs)	\$5,000,000
Debris Removal	\$5,000,000
Decontamination Costs	\$250,000
Demolition, Operation of Building Laws and Increased Cost of Construction (Coverage A)	Included
Demolition, Operation of Building Laws and Increased Cost of Construction (Coverage B)	\$10,000,000
Demolition, Operation of Building Laws and Increased Cost of Construction (Coverage C)	\$10,000,000
Demolition, Operation of Building Laws and Increased Cost of Construction (Coverage D)	Included
Electronic Data & Media	\$5,000,000
Errors & Omissions	\$5,000,000
Extended Period of Indemnity	30 days
Expediting Costs	\$5,000,000
Extra Expense	\$5,000,000
Fine Arts	\$5,000,000 (any one item \$100,000)
Fungus Cleanup - Annual Aggregate	\$500,000
Ingress/Egress - 30 days - 1 mile of an insured location	\$5,000,000
Landscaping	\$500,000 (any one item \$25,000)
Leasehold Interest	\$100,000
Library Books (unscheduled)	\$500,000 (not to exceed \$100 per book)
Land and Water Contaminant or Cleanup, Removal and Disposal of Pollutants – Annual Aggregate	\$100,000
Lock & Key	\$25,000
Loss of Business Income and Rental Value, combined	Included per SOV
Miscellaneous Unnamed Locations	\$5,000,000
Mobile Equipment	Included per SOV
Newly Locations - 90 Day	\$10,000,000
Unscheduled Outdoor Property	\$2,500,000
Personal Effects of Employees	\$500,000
Professional Fees – Annual Aggregate	\$750,000
Protection and Preservation of Property and Fire Brigade Charges	\$2,500,000
Rental Equipment and Rented Mobile Equipment	\$100,000
Royalties	Included
Service Interruption (24 hour qualifying period)	\$5,000,000
Scheduled Outdoor Property	Included as Reported
Spoilage (when not caused by Equipment Breakdown)	\$1,000,000
Temporary Removal of Property	\$250,000
Transit	\$1,000,000
Unscheduled Track and Fields	\$5,000,000
Unscheduled Band Equipment/Uniforms	\$250,000
Valuable Papers & Records	\$5,000,000
Wind Driven Precipitation	Included
Deductibles (per Occurrence unless otherwise noted):	
All Other Perils (Fire)	\$50,000
Flood	\$100,000
Earth Movement	\$50,000
Named Storm Wind/Hail	2% Per Unit of insurance at each building involved in the loss or damage in any one Occurrence, subject a minimum deductible of \$100,000 in any one Occurrence.

Property & Windstorm Insurance - 2/28/2026-27

Coverage	Property/Windstorm Insurance
Wind Driven Rain	\$50,000
All Other Wind/Hail	\$100,000
Band Equipment, Sports Equipment, EDP, Equipment, Mobile Equipment, Exhibition Property and Transit	\$10,000
Valuation:	Limited to Values as Reflected on Statement of Values on file with Carriers
Building Values	\$190,661,717
Business Personal Property/Contents	\$14,408,754
Miscellaneous Equipment	\$400,612
Computer & Ancillary Equipment	\$6,753,884
Outdoor Property	\$1,004,800
Business Income/Loss of Tuition	\$1,000,000
Total Insurable Values (TIV)	\$214,229,767
Lead Carrier:	AmRisc
Premium:	\$2,212,739
Coverage:	AXA Boiler & Machinery
Sub-Limits:	
Business Income/Extra Expense	\$1,000,000
Water Damage	\$250,000
Expediting Expense	\$250,000
Pollutants and/or Hazardous Materials	\$250,000
Data Restoration	\$250,000
Ordinance or Law	\$500,000
Utility Interruption	\$1,000,000
Fungus and Related Perils - Property Damage	\$15,000
Perishable Goods	\$100,000
Off Premises Damage	\$100,000
Deductibles:	
Property Damage, B/EE, Perishable Goods	\$10,000
Time Element Coverages	24 Hours
Premium:	\$12,404
Coverage:	TRIA Terrorism
Sum Insured:	\$100,000,000
Deductible:	\$10,000
Premium:	\$19,332
Coverage:	Crime
Employee Theft	\$500,000
Forgery or Alteration	\$500,000
On Premises	\$250,000
In Transit	\$250,000
Money Orders & Counterfeit Money	\$250,000
Computer Fraud	\$500,000
Funds Transfer Fraud	\$500,000
Claim Expense	\$5,000
Retention:	\$5,000
Premium:	\$7,017

Property & Windstorm Insurance - 2/28/2026-27

Coverage	Property/Windstorm Insurance
Coverage:	Burlington - General Liability Insurance
General & Products Comp/Ops Aggregate	\$2,000,000
Personal/Advertising Injury	\$1,000,000
Per Occurrence	\$1,000,000
Damage to Premises Rented	\$100,000
Medical Payments	\$5,000
Deductible	\$1,000
Premium:	\$8,288
Total Renewal Premium:	\$2,259,780
<i>Note: This exhibit is intended for reference purposes. The actual policy documents shall govern and supersede any representations made herein.</i>	



MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer, President
Date: January 16, 2026
Subject: Managed Services for OPEAR

AGENDA ITEM DESCRIPTION:

Approval to increase contract 25-01 for managed services for the Office of Planning, Effectiveness, Assessment and Research (OPEAR) in the amount of \$158,000.

PURPOSE:

To enhance support for all users of institutional data by adding managed services. This service provides dedicated technical guidance, administrative assistance, and responsive end-user support for faculty and staff, ensuring efficient operation, timely troubleshooting, and improved user experience across the college.

BACKGROUND:

Weaver is currently providing consulting services for various HB8 compliance projects under the subject contract for a not-to-exceed amount of \$615,000.00. The current OPEAR staffing consists of only two full-time experienced Senior Research Analysts and two part-time staff and does not meet the demands of standard institutional research and reporting. This managed services plan replaces the previously budgeted Director of OPEAR position, which has remained vacant since July 2025 due to a limited applicant pool, resulting in improved continuity and overall cost efficiency. This will improve scalability, enhance reporting capabilities, ensure compliance, and reduce operational overhead while maintaining high service quality and data integrity. The increase will amend the total not-to-exceed amount from \$615,000.00 to \$773,000.00.

FUNDING SOURCE:

The first year of the Managed Services for OPEAR will be funded as follows: \$150,000 from the Houston Endowment Grant which runs through November 2026; \$8,000 from Audit: HB8 & Other Services (Fund Balance Project 2026-07)

PROPOSED MOTION:

"I move the Board of Trustees approve the increase of contract 25-01 for managed services for OPEAR as outlined in the attached Statement of Work in the amount of \$158,000."

ATTACHMENT(S): Weaver Statement of Work - OPEAR Managed Service

1. Weaver Statement of Work - Managed Services Plan for OPEAR

Project Scope: Office of Planning, Effectiveness, Assessment/Analysis and Research Managed Service

College of the Mainland seeks to transition its current in-house OPEAR Business Intelligence (BI) reporting group to a managed service model. The goal is to improve scalability, enhance reporting capabilities, ensure compliance, and reduce operational overhead while maintaining high service quality and data integrity. This engagement would assume the current operation technology stack with an intent to transition to a cost-optimized version over the next 12 months.

Scope of Work:

The project would anticipate the following elements as part of the scope of work:

- **Assessment & Planning:** Review current BI architecture, data sources, and reporting workflows.
- **Migration:** Transition maintenance activities of existing reports, dashboards, and data models.
- **Integration:** Ensure connectivity with ERP, SIS, and other institutional systems.
- **Managed Operations:** Provide ongoing report development, maintenance, and performance monitoring.
- **Support & Training:** Offer end-user support and periodic training sessions.
- **Governance & Compliance:** Maintain FERPA, HIPAA, and institutional data security standards.

As on-site presence is critical to the successful management of the service, we would anticipate regular on site presence of a business analyst resource that would serve as a point of contact to solicit feedback and identify service opportunities as well as perform the role of the HB8 Data Reporting Coordinator to ensure high quality data sets are prepared and ready for the required submissions.

Anticipated Service Level Agreements (SLA) – These are the target goals to ensure that the service is operating at a high level of responsiveness and that problems are addressed quickly:

- **Incident Response Time** – The time from when a user reports an issue to when they can expect a response from our team:
 - Critical issues: < 4 hour
 - High priority: < 6 hours
 - Normal: < 24 hours
- **Report Delivery** – The time to develop a dashboard from the point that functional criteria have been defined by the end user for existing data sets in the reporting environment:
 - Standard reports: within 4 business days
 - Ad-hoc requests: within 7 business days
- **Security & Compliance:** Quarterly audits and annual compliance certification.
- **Performance Metrics:** Monthly Key Performance Indicator (KPI) reporting on query performance, user satisfaction, and SLA adherence.

Three-Year Cost Estimate

We anticipate the fees for the remaining current fiscal year as well as the following three fiscal years to be approximately:

- Remaining Current Fiscal Year: \$158,000
- Fiscal Year 2: \$312,000
- Fiscal Year 3: \$328,000

Assumptions

- Weaver will not assume ownership of the institutional reports
- All reports, KPIs, and metrics are defined and approved by stakeholders prior to development
- Stakeholders will be available for requirement gathering, validation, and User Acceptance Testing (UAT)
- Stakeholders will provide timely feedback during UAT cycles
- Access to necessary system credentials and documentation will be provided
- Any changes to the scope will require a formal change request and may impact timeline and cost

Example Timeline of Activities

Activity	M1				M2				M3				M4				M5				M6				M7				M8				M9				M10				M11				M12			
	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4				
Knowledge Transfer	█	█	█																																													
Product Backlog Development		█	█	█																																												
Prioritized Report Development				█																																												
End-User Engagement Training																																																
Optimization Review																																																
Stakeholder Prioritization																																																
Development Activities																																																



PRESIDENT'S OFFICE

Consideration of and Possible Action to Schedule the May 2026 Board of Trustees Meeting on Monday, May 18, 2026



COM
College of the Mainland.

December 2025

Monthly Financial Report

Cash Situation

(in millions)

Gross cash balance at the end of month:	\$26.4
Less pending I&S liability:	\$0
Net unrestricted cash:	<hr/> \$26.4
Minimum required cash :	\$8.2
Excess cash above minimum:	\$18.2

Unaudited Operations

Year to Date *(in millions)*

Revenues

Budget:	\$47.5
Actual:	\$17.4

Expense

Budget:	\$47.5
Actual:	\$14.9



MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer, President
Date: January 26, 2026
Subject: Monthly Investment & Financial Reports

AGENDA ITEM DESCRIPTION:

Consideration of and possible acceptance of the November and December 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.

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.

FUNDING SOURCE:

N/A

PROPOSED MOTION:

Suggested motion: "I move the Board of Trustees accept the November and December 2025 Investment and Financial Reports."

ATTACHMENT(S):

1. November 2025 Investment Discussion & Report
2. November 2025 Revenue & Expense Summary
3. November 2025 Expense by Division Report
4. December 2025 Investment Discussion & Report
5. December 2025 Revenue & Expense Summary



INVESTMENT REPORT
For the Month Ended November 2025

Investment discussion:

College of the Mainland earned \$175,238 for the month of November on its short-term investments in TexPool & Logic for a total of \$514,992 investment interest earned fiscal year to date. The College earned an additional \$1. fiscal year to date, from interest-bearing checking accounts. In total, the College earned \$514,993 interest for the fiscal year to date period ending September TexPool - \$304,145, Logic - \$210,847 and TFB - \$1.

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 74th 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', written over a horizontal line.

David Wesse
Vice President of Fiscal Affairs
College of the Mainland

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

Freda Davis
Controller
College of the Mainland



TexPool Investments for November 2025

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
Operating	11	\$ 28,684,580	\$ -	\$ -	94,035	28,778,615	28,693,983	3.933%
Totals		\$ 28,684,580	\$ -	\$ -	\$ 94,035	\$ 28,778,615	\$ 28,693,983	

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

Logic (Hilltop Securities) Investments for November 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	\$ 261,997	\$ -	\$ 61,445	764	201,316	227,178	4.091%
COM Pre Bond 2023	46	\$ 25,462,117	\$ -	\$ 4,337,841	80,439	21,204,714	23,927,365	4.091%
Totals		\$ 25,724,114	\$ -	\$ 4,399,286	\$ 81,203	\$ 21,406,030	\$ 24,154,544	
Totals		\$ 54,408,693	\$ -	\$ 4,399,286	\$ 175,238	\$ 50,184,645	\$ 52,848,527	



November 2025- Revenue and Expense Summary

Unrestricted Fund (Unaudited)

Summary of Revenue	Current <u>Actual</u>	2025-26 <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>
Operating revenue						
Tuition-credit	(5,917,427)	(7,819,778)	(1,902,351)	76%	(5,609,297)	(308,130)
Tuition-non-credit	(331,984)	(601,700)	(269,716)	55%	(281,256)	(50,728)
Exemptions and waivers	133,717	172,570	38,853	77%	107,828	25,889
Registration fees	(115,926)	(162,700)	(46,774)	71%	(125,949)	10,023
Other fees	263,481	(914,500)	(1,177,981)	-29%	278,217	(14,736)
Grant revenue	(24,540)	(96,700)	(72,160)	25%	(24,885)	345
Sales and service revenue	(12,619)	(59,000)	(46,381)	21%	(12,551)	(68)
Miscellaneous revenue	(81,050)	(275,500)	(194,450)	29%	(102,950)	21,900
<u>Totals for Operating revenue</u>	<u>(6,086,348)</u>	<u>(9,757,308)</u>	<u>(3,670,960)</u>	<u>62%</u>	<u>(5,770,843)</u>	<u>(315,505)</u>
Non-operating revenue						
State appropriation-Academic	(4,328,930)	(8,408,692)	(4,079,762)	51%	(3,680,619)	(648,310)
Property tax revenue	(724,385)	(26,891,000)	(26,166,615)	3%	(1,586,584)	862,198
Interest revenue	(304,145)	(1,520,000)	(1,215,855)	20%	(268,578)	(35,567)
FTZ reimbursement	0	(923,000)	(923,000)	0%	0	0
<u>Totals for Non-operating revenue</u>	<u>(5,357,460)</u>	<u>(37,742,692)</u>	<u>(32,385,232)</u>	<u>14%</u>	<u>(5,535,781)</u>	<u>178,321</u>
<u>Total Revenue</u>	<u>(11,443,808)</u>	<u>(47,500,000)</u>	<u>(36,056,192)</u>	<u>24%</u>	<u>(11,306,624)</u>	<u>(137,184)</u>



November 2025- Revenue and Expense Summary

Unrestricted Fund (Unaudited)

Summary of Expense	Current <u>Actual</u>	2025-26 <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>
Salary and wages						
Faculty full-time	1,974,588	9,176,548	7,201,960	22%	1,973,604	983
Admin full-time	571,239	2,182,578	1,611,339	26%	517,212	54,027
Professional full-time	2,036,620	9,674,044	7,637,424	21%	2,065,278	(28,658)
Classified full-time	1,116,366	4,677,872	3,561,506	24%	1,092,982	23,385
Part-time	1,562,069	3,636,039	2,073,970	43%	869,136	692,934
Salary increase	0	954,151	954,151	0%	0	0
Vacancy savings	0	(1,698,986)	(1,698,986)	0%	0	0
<u>Totals for Salary and wages</u>	<u>7,260,883</u>	<u>28,602,246</u>	<u>21,341,364</u>	<u>25%</u>	<u>6,518,212</u>	<u>742,671</u>
Benefits						
Benefits	1,201,398	4,730,762	3,529,364	25%	1,247,421	(46,023)
<u>Totals for Benefits</u>	<u>1,201,398</u>	<u>4,730,762</u>	<u>3,529,364</u>	<u>25%</u>	<u>1,247,421</u>	<u>(46,023)</u>
Operating expenses						
Contract services	1,819,671	4,961,079	3,141,408	37%	1,486,932	332,739
Legal	(2,914)	12,000	14,914	-24%	1,260	(4,174)
Operations	194,193	1,025,717	831,523	19%	194,689	(495)
Utilities and Rent	609,017	2,972,465	2,363,448	20%	699,348	(90,331)
Postage, printing, and supplies	273,539	1,471,290	1,197,751	19%	335,337	(61,798)
Bank fees	35,133	96,100	60,967	37%	26,133	9,000
Capital outlay & leases	44,050	121,899	77,849	36%	19,475	24,575
Insurance	30,077	2,856,397	2,826,320	1%	24,765	5,312
Public rel, marketing and advert	124,581	479,537	354,956	26%	64,563	60,018
Misc.	248,732	478,800	230,068	52%	267,052	(18,321)
Reimbursement from Others	0	(309,649)	(309,649)	0%	0	0
<u>Totals for Operating expenses</u>	<u>3,376,078</u>	<u>14,165,634</u>	<u>10,789,556</u>	<u>24%</u>	<u>3,119,553</u>	<u>256,525</u>



November 2025- Revenue and Expense Summary

Unrestricted Fund (Unaudited)

<u>Total Expense</u>	<u>11,838,359</u>	<u>47,498,642</u>	<u>35,660,283</u>	<u>25%</u>	<u>10,885,186</u>	<u>953,173</u>
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November 2025- Revenue and Expense Summary

Unrestricted Fund (Unaudited)

Summary of Fund Bal

	<u>Current Actual</u>	<u>2025-26 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>
Salary and wages						
Professional full-time	16,918	0	(16,918)	0%	0	16,918
<u>Totals for Salary and wages</u>	<u>16,918</u>	<u>0</u>	<u>(16,918)</u>	<u>0%</u>	<u>0</u>	<u>16,918</u>
Benefits						
Benefits	2,647	1,358	(1,289)	195%	0	2,647
<u>Totals for Benefits</u>	<u>2,647</u>	<u>1,358</u>	<u>(1,289)</u>	<u>195%</u>	<u>0</u>	<u>2,647</u>
Operating expenses						
Contract services	209,552	0	(209,552)	0%	434,858	(225,306)
Postage, printing, and supplies	105,001	0	(105,001)	0%	24,388	80,613
Capital outlay & leases	167,293	0	(167,293)	0%	122,600	44,692
Public rel, marketing and advert	0	0	0	0%	30,287	(30,287)
Misc.	6,000	0	(6,000)	0%	250	5,750
<u>Totals for Operating expenses</u>	<u>487,845</u>	<u>0</u>	<u>(487,845)</u>	<u>0%</u>	<u>612,382</u>	<u>(124,537)</u>
<u>Total Fund Bal</u>	<u>507,410</u>	<u>1,358</u>	<u>(506,051)</u>	<u>37359%</u>	<u>612,382</u>	<u>(104,973)</u>



November 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2025-26 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>
<u>Expense by Division</u>						
<u>Summary for President</u>						
Board of Trustees	9,611	19,700	10,089	49%	2,250	7,361
Campus Police	240,437	867,478	627,041	28%	192,567	47,870
COM Foundation	11,214	100,407	89,192	11%	24,130	(12,916)
EVP-Academic & Student	25,208	3,664	(21,544)	688%	107,380	(82,172)
General Counsel	98,963	335,245	236,282	30%	91,039	7,924
General Institution	137,262	388,340	251,078	35%	144,380	(7,118)
Human Resources	0	0	0	0%	26	(26)
Information Technology Serv	1,128,937	2,568,012	1,439,075	44%	1,067,349	61,588
Institutional Advancement	144,104	524,716	380,612	27%	145,740	(1,636)
Internal Audit	144,274	150,000	5,726	96%	23,669	120,605
Presidents Office	166,484	739,119	572,635	23%	161,609	4,875
Self Study SACS	12,173	13,233	1,060	92%	10,581	1,592
<u>Totals for President</u>	<u>2,118,666</u>	<u>5,709,913</u>	<u>3,591,247</u>	<u>37%</u>	<u>1,970,719</u>	<u>147,947</u>
<u>Summary for VP Academic Affairs</u>						
Academic Planning & Innovation	0	113,573	113,573	0%	0	0
Accounting-Credit	33,068	66,925	33,857	49%	27,589	5,479
Adult Education	42,006	150,131	108,125	28%	41,810	196
Allied Health	3,095	9,210	6,115	34%	2,142	953
Art	81,107	251,179	170,071	32%	79,336	1,772
Art Gallery	8,877	6,163	(2,714)	144%	7,005	1,872
Biol & Nutrition	300,926	899,775	598,849	33%	245,467	55,460
C.I.D.T. Admin	20,397	71,944	51,547	28%	20,853	(456)
C.I.S.	29,300	71,554	42,254	41%	33,402	(4,101)
Chemistry	59,792	159,611	99,820	37%	53,839	5,952



November 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current</u>	<u>2025-26</u>	<u>Budget</u>	<u>Budget</u>	<u>Prior Year to</u>	<u>Curr. vs Prior</u>
	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Pct.YTD</u>	<u>Actual</u>	<u>Year to Year</u>
Cosmetology	220,217	529,325	309,108	42%	202,861	17,355
CPR	2,561	73	(2,489)	3531%	0	2,561
Criminal Justice	428,438	1,605,694	1,177,257	27%	451,523	(23,085)
Culinary Arts	59,121	126,684	67,563	47%	38,889	20,231
Dean of General Education	58,626	214,406	155,781	27%	70,562	(11,936)
Dean of Instruction Workforce	59,771	216,724	156,953	28%	46,014	13,757
Dental Hygiene	157,609	298,525	140,917	53%	71,987	85,621
Distance Ed	123,962	415,043	291,081	30%	132,728	(8,766)
Economics	25,008	77,319	52,311	32%	23,646	1,362
Education	24,375	89,126	64,751	27%	30,135	(5,760)
EMS-Credit	160,924	214,819	53,895	75%	79,136	81,788
Engineering	19,805	77,659	57,854	26%	9,570	10,235
English	274,788	934,148	659,360	29%	295,823	(21,036)
Fire Tech	183,488	184,451	964	99%	122,981	60,507
Firearms Acad	2,702	40,150	37,448	7%	3,201	(498)
Foreign Lang	32,164	71,672	39,508	45%	19,704	12,459
General Business-Credit	112,700	225,452	112,752	50%	93,100	19,600
Geology	24,992	83,097	58,104	30%	22,931	2,062
Government	129,980	327,064	197,085	40%	109,606	20,374
Graphic Arts	46,668	125,389	78,721	37%	45,413	1,255
Health and PE Credit	44,751	137,884	93,133	32%	42,252	2,499
Health Info Mgmt	57,146	209,377	152,231	27%	50,698	6,448
Hist & Geog	103,281	315,309	212,027	33%	101,010	2,272
Humanities	14,277	1,115	(13,162)	1280%	10,702	3,575
Humanities Admin	14,690	53,424	38,734	27%	16,007	(1,317)
industrial Technology Admin	0	8,000	8,000	0%	0	0
Instructional Technology	70,626	316,855	246,229	22%	74,152	(3,526)
Law Enforcement	73,355	147,153	73,799	50%	53,773	19,581



November 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current</u>	<u>2025-26</u>	<u>Budget</u>	<u>Budget</u>	<u>Prior Year to</u>	<u>Curr. vs Prior</u>
	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Pct.YTD</u>	<u>Actual</u>	<u>Year to Year</u>
Library	301,655	779,966	478,311	39%	268,284	33,372
Math	255,522	902,552	647,030	28%	251,361	4,161
Math Admin	16,549	56,569	40,020	29%	16,294	255
Medical Assistant	30,957	100,153	69,195	31%	27,292	3,665
Music	52,008	251,147	199,140	21%	45,394	6,614
Networking	21,170	54,962	33,792	39%	13,504	7,666
Nursing Admin	119,577	565,570	445,993	21%	118,792	785
Occupational Safety	24,378	105,450	81,072	23%	23,193	1,185
Perf & Visual Arts Admin	18,598	61,255	42,658	30%	18,845	(247)
Pharmacy Tech	27,979	90,423	62,444	31%	26,197	1,782
Philosophy	27,592	26,522	(1,069)	104%	18,393	9,199
Physics	33,978	81,971	47,993	41%	28,365	5,613
Process Technology	128,943	610,745	481,801	21%	126,980	1,964
Program Development	0	0	0	0%	50	(50)
Psychology	119,886	331,660	211,774	36%	110,307	9,579
Public Service Ed Admin	23,951	120,336	96,386	20%	38,655	(14,704)
QEP	1,595	95	(1,500)	1682%	3,339	(1,744)
Radiography	108,014	199,469	91,455	54%	64,194	43,820
Science Admin	19,058	72,800	53,742	26%	19,497	(439)
Social Science Admin	20,267	73,891	53,624	27%	20,730	(463)
Sociology	26,063	71,594	45,531	36%	23,908	2,155
Speech	60,342	137,485	77,143	44%	54,627	5,715
Student Theater	93,127	386,095	292,968	24%	94,865	(1,738)
Surgical Technician	52,349	28,874	(23,475)	181%	0	52,349
Theater Arts-Credit	39,658	190,422	150,764	21%	37,105	2,553
VP Academic Affairs	102,808	3,101,549	2,998,741	3%	75,916	26,892
Welding	140,591	392,022	251,431	36%	116,640	23,951



November 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2025-26 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>
<u>Totals for VP Academic Affairs</u>	<u>4,971,208</u>	<u>17,639,580</u>	<u>12,668,371</u>	<u>28%</u>	<u>4,372,572</u>	<u>598,637</u>
<u>Summary for VP Administrative Services</u>						
COM-League City	27,543	109,370	81,827	25%	27,658	(115)
Custodial Services	276,722	1,492,472	1,215,750	19%	309,577	(32,855)
Facilities	646,080	5,692,240	5,046,160	11%	742,528	(96,448)
Grounds	105,318	670,163	564,846	16%	81,333	23,985
Human Resources	176,726	774,308	597,582	23%	196,456	(19,730)
Utilities	338,227	1,280,000	941,773	26%	212,679	125,548
Vehicle Operations	29,011	109,870	80,859	26%	25,685	3,327
VP Administrative Services	43,834	154,219	110,384	28%	0	43,834
<u>Totals for VP Administrative Services</u>	<u>1,643,461</u>	<u>10,282,642</u>	<u>8,639,181</u>	<u>16%</u>	<u>1,595,915</u>	<u>47,546</u>
<u>Summary for VP Fiscal Affairs</u>						
Business Office	231,070	866,194	635,123	27%	204,805	26,266
Central Mail Delivery	32,904	130,965	98,061	25%	35,438	(2,535)
OPEAR	86,915	578,798	491,883	15%	122,859	(35,943)
Purchasing	96,925	335,678	238,753	29%	92,873	4,051
Records Management	2,476	20,952	18,476	12%	1,341	1,134
Reimb from Other Funds	0	(309,649)	(309,649)	0%	0	0
Salary Savings	0	(1,698,986)	(1,698,986)	0%	0	0
Staff Benefits	304,639	4,802,753	4,498,114	6%	330,146	(25,507)
Tax Admin	122,893	591,000	468,107	21%	110,201	12,692
VP Fiscal Affairs	111,356	284,184	172,828	39%	74,407	36,949
<u>Totals for VP Fiscal Affairs</u>	<u>989,178</u>	<u>5,601,889</u>	<u>4,612,711</u>	<u>18%</u>	<u>972,070</u>	<u>17,108</u>
<u>Summary for VP Strategic Initiatives</u>						
Allied Health-NonCr	33,146	270,299	237,153	12%	58,739	(25,594)
Certified Nursing Assistant	1,088	11,106	10,019	10%	4,643	(3,555)



November 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current</u> <u>Actual</u>	<u>2025-26</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>
Continuing Education	72,821	485,219	412,398	15%	96,039	(23,218)
Dental Assistant-NonCr	539	5,759	5,220	9%	371	168
Industrial-NonCr	52,418	29,320	(23,098)	179%	24,199	28,219
Law Enforcemnt-NonCR	2,392	38,572	36,180	6%	17,139	(14,747)
Lifelong Learning	87,022	174,504	87,482	50%	73,096	13,926
Marketing and Communications	373,725	1,241,461	867,736	30%	276,216	97,509
Massage Therapy	0	5,240	5,240	0%	0	0
VP Strategic Initiatives	13,504	152,500	138,995	9%	0	13,504
Totals for VP Strategic Initiatives	<u>636,656</u>	<u>2,413,980</u>	<u>1,777,324</u>	<u>26%</u>	<u>550,442</u>	<u>86,214</u>
<u>Summary for VP Student Affairs</u>						
Admissions	112,812	396,296	283,485	28%	110,637	2,175
Advisement Center	211,529	715,562	504,033	30%	177,375	34,154
Career Services	23,524	122,636	99,112	19%	25,677	(2,153)
Collegiate H.S.-CR	43,817	155,262	111,445	28%	45,791	(1,974)
Dean of Continuing Education	57,473	206,815	149,342	28%	55,595	1,878
Dean of Student Services	13,476	174,973	161,497	8%	73,421	(59,945)
Dean of Students	69,982	255,182	185,200	27%	56,702	13,280
Disability Services	13,000	45,390	32,390	29%	12,761	240
Dual Credit Dept	29,967	168,214	138,247	18%	47,697	(17,730)
Enrollment Management	151,148	573,357	422,209	26%	178,447	(27,298)
Facilities & Student Recreat	19,169	178,508	159,339	11%	38,058	(18,889)
Financial Aid	219,070	605,881	386,811	36%	164,293	54,777
Multicultural Department	10,120	32,500	22,380	31%	11,527	(1,406)
Office of Veterans Success	51,988	184,574	132,585	28%	53,884	(1,896)
Recruitment	21,039	259,559	238,519	8%	0	21,039
Student Graduation	17,719	87,700	69,981	20%	9,698	8,021
Student Help Center	20,823	40,867	20,044	51%	13,206	7,616



November 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	Current <u>Actual</u>	2025-26 <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>
Student Life	62,730	249,911	187,181	25%	61,388	1,342
Testing	82,097	371,098	289,000	22%	86,436	(4,338)
Tutoring Center	161,853	587,646	425,793	28%	156,550	5,303
VP Student Affairs	85,852	438,709	352,857	20%	44,326	41,525
<u>Totals for VP Student Affairs</u>	<u>1,479,190</u>	<u>5,850,638</u>	<u>4,371,448</u>	<u>25%</u>	<u>1,423,469</u>	<u>55,721</u>
<u>Totals for Expense</u>	<u>11,838,359</u>	<u>47,498,642</u>	<u>35,660,283</u>	<u>25%</u>	<u>10,885,186</u>	<u>953,173</u>

Fund Bal by Division

Summary for VP Fiscal Affairs

Fund Balance - Oper & Maint	56,267	0	(56,267)	0%	110,221	(53,954)
Fund Balance-Academic	109,499	0	(109,499)	0%	193,562	(84,063)
Fund Balance-Institutional	192,180	0	(192,180)	0%	197,015	(4,835)
Fund Balance-Instruction	149,464	1,358	(148,105)	11005%	111,585	37,879
<u>Totals for VP Fiscal Affairs</u>	<u>507,410</u>	<u>1,358</u>	<u>(506,051)</u>	<u>37359%</u>	<u>612,382</u>	<u>(104,973)</u>
<u>Totals for Fund Bal</u>	<u>507,410</u>	<u>1,358</u>	<u>(506,051)</u>	<u>37359%</u>	<u>612,382</u>	<u>(104,973)</u>
<u>Totals for Report</u>	<u>12,345,769</u>	<u>47,500,000</u>	<u>35,154,231</u>		<u>11,497,568</u>	<u>848,200</u>



INVESTMENT REPORT
For the Month Ended December 2025

Investment discussion:

College of the Mainland earned \$138,894 for the month of December on its short-term investments in TexPool & Logic for a total of \$653,886 investment interest earned fiscal year to date. The College earned an additional \$1. fiscal year to date, from interest-bearing checking accounts. In total, the College earned \$653,887 interest for the fiscal year to date period ending December TexPool - \$391,456, Logic - \$262,430 and TFB - \$1.

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 74th 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', written over a horizontal line.

David Wesse
Vice President of Fiscal Affairs
College of the Mainland

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

Freda Davis
Controller
College of the Mainland



TexPool Investments for December 2025

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
Operating	11	\$ 28,778,615	\$ -	\$ 2,500,000	87,311	26,365,926	26,845,947	3.903%
Totals		\$ 28,778,615	\$ -	\$ 2,500,000	\$ 87,311	\$ 26,365,926	\$ 26,845,947	

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

Logic (Hilltop Securities) Investments for December 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	\$ 201,316	\$ -	\$ 5,879	662	196,100	197,334	3.952%
COM Pre Bond 2023	46	\$ 21,204,714	\$ -	\$ 7,885,549	50,921	13,370,086	15,370,086	3.952%
Totals		\$ 21,406,030	\$ -	\$ 7,891,428	\$ 51,583	\$ 13,566,185	\$ 15,567,419	
Totals		\$ 50,184,645	\$ -	\$ 10,391,428	\$ 138,895	\$ 39,932,112	\$ 42,413,367	



December 2025- Revenue and Expense Summary

Unrestricted Fund (Unaudited)

Summary of Revenue

	<u>Current Actual</u>	<u>2025-26 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>
Operating revenue						
Tuition-credit	(6,463,602)	(7,819,778)	(1,356,176)	83%	(6,173,624)	(289,977)
Tuition-non-credit	(376,764)	(601,700)	(224,936)	63%	(326,671)	(50,092)
Exemptions and waivers	150,676	172,570	21,894	87%	132,315	18,361
Registration fees	(121,761)	(162,700)	(40,939)	75%	(132,984)	11,223
Other fees	282,376	(914,500)	(1,196,876)	-31%	297,604	(15,229)
Grant revenue	(25,168)	(96,700)	(71,532)	26%	(33,295)	8,127
Sales and service revenue	(13,171)	(59,000)	(45,829)	22%	(13,797)	627
Miscellaneous revenue	(113,121)	(275,500)	(162,379)	41%	(124,374)	11,253
<u>Totals for Operating revenue</u>	<u>(6,680,534)</u>	<u>(9,757,308)</u>	<u>(3,076,774)</u>	<u>68%</u>	<u>(6,374,826)</u>	<u>(305,708)</u>
Non-operating revenue						
State appropriation-Academic	(4,328,930)	(8,408,692)	(4,079,762)	51%	(3,680,619)	(648,310)
Property tax revenue	(6,026,457)	(26,891,000)	(20,864,543)	22%	2,109,756	(8,136,213)
Interest revenue	(391,456)	(1,520,000)	(1,128,544)	26%	(352,668)	(38,788)
FTZ reimbursement	0	(923,000)	(923,000)	0%	0	0
<u>Totals for Non-operating revenue</u>	<u>(10,746,843)</u>	<u>(37,742,692)</u>	<u>(26,995,849)</u>	<u>28%</u>	<u>(1,923,531)</u>	<u>(8,823,312)</u>
<u>Total Revenue</u>	<u>(17,427,377)</u>	<u>(47,500,000)</u>	<u>(30,072,623)</u>	<u>37%</u>	<u>(8,298,358)</u>	<u>(9,129,020)</u>



December 2025- Revenue and Expense Summary

Unrestricted Fund (Unaudited)

Summary of Expense	Current <u>Actual</u>	2025-26 <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>
Salary and wages						
Faculty full-time	2,647,927	9,176,548	6,528,622	29%	2,649,906	(1,979)
Admin full-time	793,388	2,182,578	1,389,190	36%	696,905	96,483
Professional full-time	2,706,893	9,674,044	6,967,152	28%	2,742,357	(35,464)
Classified full-time	1,491,871	4,677,872	3,186,001	32%	1,461,282	30,588
Part-time	1,923,084	3,636,039	1,712,955	53%	1,275,823	647,261
Salary increase	0	954,151	954,151	0%	0	0
Vacancy savings	0	(1,698,986)	(1,698,986)	0%	0	0
<u>Totals for Salary and wages</u>	<u>9,563,162</u>	<u>28,602,246</u>	<u>19,039,084</u>	<u>33%</u>	<u>8,826,274</u>	<u>736,888</u>
Benefits						
Benefits	1,464,715	4,730,762	3,266,046	31%	1,557,509	(92,793)
<u>Totals for Benefits</u>	<u>1,464,715</u>	<u>4,730,762</u>	<u>3,266,046</u>	<u>31%</u>	<u>1,557,509</u>	<u>(92,793)</u>
Operating expenses						
Contract services	2,109,991	4,961,079	2,851,088	43%	1,816,531	293,459
Legal	(1,040)	12,000	13,040	-9%	1,555	(2,595)
Operations	225,749	1,021,321	795,572	22%	214,405	11,344
Utilities and Rent	669,663	2,972,465	2,302,802	23%	912,096	(242,433)
Postage, printing, and supplies	314,759	1,472,290	1,157,531	21%	368,764	(54,005)
Bank fees	38,101	96,100	57,999	40%	32,005	6,095
Capital outlay & leases	47,913	121,899	73,986	39%	24,651	23,262
Insurance	42,463	2,856,397	2,813,934	1%	36,823	5,640
Public rel, marketing and advert	125,325	479,537	354,212	26%	72,172	53,152
Misc.	292,603	482,196	189,593	61%	309,572	(16,969)
Reimbursement from Others	0	(309,649)	(309,649)	0%	0	0
<u>Totals for Operating expenses</u>	<u>3,865,526</u>	<u>14,165,634</u>	<u>10,300,108</u>	<u>27%</u>	<u>3,788,575</u>	<u>76,950</u>



December 2025- Revenue and Expense Summary

Unrestricted Fund (Unaudited)

<u>Total Expense</u>	<u>14,893,403</u>	<u>47,498,642</u>	<u>32,605,239</u>	<u>31%</u>	<u>14,172,357</u>	<u>721,046</u>
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December 2025- Revenue and Expense Summary

Unrestricted Fund (Unaudited)

Summary of Fund Bal

	<u>Current Actual</u>	<u>2025-26 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>
Salary and wages						
Professional full-time	22,557	0	(22,557)	0%	0	22,557
<u>Totals for Salary and wages</u>	<u>22,557</u>	<u>0</u>	<u>(22,557)</u>	<u>0%</u>	<u>0</u>	<u>22,557</u>
Benefits						
Benefits	3,383	1,358	(2,025)	249%	0	3,383
<u>Totals for Benefits</u>	<u>3,383</u>	<u>1,358</u>	<u>(2,025)</u>	<u>249%</u>	<u>0</u>	<u>3,383</u>
Operating expenses						
Contract services	336,361	0	(336,361)	0%	563,027	(226,666)
Postage, printing, and supplies	107,019	0	(107,019)	0%	24,906	82,113
Capital outlay & leases	210,114	0	(210,114)	0%	122,600	87,513
Public rel, marketing and advert	0	0	0	0%	30,287	(30,287)
Misc.	6,000	0	(6,000)	0%	415	5,585
<u>Totals for Operating expenses</u>	<u>659,494</u>	<u>0</u>	<u>(659,494)</u>	<u>0%</u>	<u>741,236</u>	<u>(81,742)</u>
<u>Total Fund Bal</u>	<u>685,433</u>	<u>1,358</u>	<u>(684,075)</u>	<u>50466%</u>	<u>741,236</u>	<u>(55,802)</u>



December 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2025-26 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>
<u>Expense by Division</u>						
<u>Summary for President</u>						
Board of Trustees	9,797	19,700	9,903	50%	2,250	7,547
Campus Police	316,267	875,856	559,588	36%	255,915	60,353
COM Foundation	16,865	101,023	84,158	17%	30,443	(13,577)
EVP-Academic & Student	33,404	4,678	(28,726)	714%	147,550	(114,146)
General Counsel	129,391	338,107	208,716	38%	109,477	19,914
General Institution	143,329	388,340	245,011	37%	176,748	(33,419)
Human Resources	0	0	0	0%	26	(26)
Information Technology Serv	1,311,524	2,579,568	1,268,044	51%	1,232,261	79,263
Institutional Advancement	196,389	528,116	331,727	37%	207,666	(11,277)
Internal Audit	169,285	150,000	(19,285)	113%	45,746	123,539
Presidents Office	228,298	745,459	517,162	31%	214,785	13,513
Self Study SACS	12,173	13,233	1,060	92%	10,581	1,592
<u>Totals for President</u>	<u>2,566,723</u>	<u>5,744,081</u>	<u>3,177,358</u>	<u>45%</u>	<u>2,433,448</u>	<u>133,275</u>
<u>Summary for VP Academic Affairs</u>						
Academic Planning & Innovation	0	113,573	113,573	0%	0	0
Accounting-Credit	41,349	67,917	26,567	61%	36,316	5,034
Adult Education	55,559	151,518	95,959	37%	47,520	8,039
Allied Health	3,799	9,491	5,692	40%	2,846	953
Art	107,955	253,646	145,691	43%	102,771	5,183
Art Gallery	10,166	6,350	(3,815)	160%	9,486	679
Biol & Nutrition	388,493	908,457	519,964	43%	324,943	63,549
C.I.D.T. Admin	27,562	72,703	45,141	38%	27,399	163
C.I.S.	39,294	72,426	33,132	54%	45,224	(5,930)
Chemistry	79,472	161,215	81,743	49%	72,290	7,182



December 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current</u>	<u>2025-26</u>	<u>Budget</u>	<u>Budget</u>	<u>Prior Year to</u>	<u>Curr. vs Prior</u>
	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Pct.YTD</u>	<u>Actual</u>	<u>Year to Year</u>
Cosmetology	280,885	535,917	255,032	52%	268,980	11,906
CPR	2,561	73	(2,489)	3531%	0	2,561
Criminal Justice	540,669	1,618,108	1,077,439	33%	601,846	(61,177)
Culinary Arts	76,631	127,752	51,121	60%	48,068	28,563
Dean of General Education	77,899	216,220	138,321	36%	89,832	(11,933)
Dean of Instruction Workforce	79,146	218,443	139,298	36%	65,640	13,505
Dental Hygiene	189,929	302,334	112,404	63%	100,948	88,982
Distance Ed	150,174	418,358	268,184	36%	165,397	(15,223)
Economics	32,954	78,093	45,139	42%	33,208	(254)
Education	35,280	90,171	54,891	39%	36,952	(1,672)
EMS-Credit	204,895	218,551	13,656	94%	110,486	94,409
Engineering	27,046	78,360	51,314	35%	14,464	12,582
English	370,154	943,963	573,810	39%	395,156	(25,003)
Fire Tech	217,361	188,075	(29,286)	116%	169,397	47,964
Firearms Acad	2,702	40,150	37,448	7%	7,437	(4,734)
Foreign Lang	41,464	72,651	31,186	57%	26,248	15,216
General Business-Credit	147,086	229,385	82,299	64%	123,917	23,169
Geology	35,067	83,866	48,799	42%	30,837	4,231
Government	171,492	331,893	160,401	52%	148,820	22,672
Graphic Arts	61,486	126,872	65,386	48%	62,341	(855)
Health and PE Credit	58,442	139,658	81,216	42%	56,204	2,237
Health Info Mgmt	75,028	211,323	136,295	36%	68,346	6,683
Hist & Geog	139,462	319,060	179,598	44%	132,655	6,807
Humanities	21,770	1,621	(20,150)	1343%	14,794	6,976
Humanities Admin	21,804	53,998	32,194	40%	20,688	1,116
industrial Technology Admin	0	8,000	8,000	0%	0	0
Instructional Technology	93,466	319,377	225,912	29%	99,021	(5,555)
Law Enforcement	86,349	148,529	62,180	58%	75,694	10,655



December 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current</u>	<u>2025-26</u>	<u>Budget</u>	<u>Budget</u>	<u>Prior Year to</u>	<u>Curr. vs Prior</u>
	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Pct.YTD</u>	<u>Actual</u>	<u>Year to Year</u>
Library	353,922	784,919	430,997	45%	334,339	19,583
Math	350,073	910,951	560,879	38%	338,185	11,888
Math Admin	21,899	57,293	35,394	38%	21,695	204
Medical Assistant	38,187	101,154	62,967	38%	35,163	3,025
Music	69,104	252,749	183,645	27%	64,372	4,732
Networking	28,648	55,621	26,973	52%	18,293	10,355
Nursing Admin	149,621	568,458	418,837	26%	157,281	(7,660)
Occupational Safety	31,751	106,275	74,524	30%	30,482	1,269
Perf & Visual Arts Admin	24,570	62,883	38,314	39%	24,545	25
Pharmacy Tech	39,476	91,350	51,874	43%	37,355	2,121
Philosophy	35,130	27,193	(7,937)	129%	25,093	10,037
Physics	45,212	82,966	37,754	54%	38,091	7,121
Process Technology	168,449	614,364	445,915	27%	171,181	(2,732)
Program Development	0	0	0	0%	50	(50)
Psychology	163,478	336,189	172,712	49%	150,607	12,870
Public Service Ed Admin	32,770	123,348	90,578	27%	53,993	(21,222)
QEP	2,126	126	(2,000)	1682%	4,401	(2,275)
Radiography	134,080	205,098	71,018	65%	86,469	47,611
Science Admin	24,847	73,893	49,047	34%	26,000	(1,153)
Social Science Admin	26,754	74,553	47,799	36%	27,120	(366)
Sociology	36,072	72,458	36,386	50%	31,282	4,790
Speech	80,230	139,438	59,208	58%	73,562	6,668
Student Theater	132,517	388,747	256,230	34%	123,567	8,950
Surgical Technician	71,272	30,715	(40,557)	232%	0	71,272
Theater Arts-Credit	55,101	191,721	136,620	29%	49,705	5,397
VP Academic Affairs	142,214	3,093,637	2,951,424	5%	97,818	44,396
Welding	179,802	395,630	215,828	45%	153,056	26,746



December 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2025-26 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>
<u>Totals for VP Academic Affairs</u>	<u>6,432,152</u>	<u>17,779,826</u>	<u>11,347,674</u>	<u>36%</u>	<u>5,809,872</u>	<u>622,279</u>
<u>Summary for VP Administrative Services</u>						
COM-League City	35,070	110,254	75,184	32%	37,591	(2,521)
Custodial Services	285,971	1,493,858	1,207,887	19%	407,961	(121,990)
Facilities	814,238	5,700,491	4,886,253	14%	952,066	(137,829)
Grounds	153,163	671,002	517,839	23%	119,348	33,815
Human Resources	234,183	780,877	546,694	30%	317,248	(83,065)
Utilities	334,199	1,280,000	945,801	26%	297,723	36,475
Vehicle Operations	36,056	110,732	74,676	33%	34,343	1,713
VP Administrative Services	58,436	155,227	96,791	38%	0	58,436
<u>Totals for VP Administrative Services</u>	<u>1,951,316</u>	<u>10,302,441</u>	<u>8,351,125</u>	<u>19%</u>	<u>2,166,281</u>	<u>(214,965)</u>
<u>Summary for VP Fiscal Affairs</u>						
Business Office	329,910	874,991	545,081	38%	275,774	54,135
Central Mail Delivery	41,745	132,107	90,362	32%	44,530	(2,785)
OPEAR	196,617	580,669	384,052	34%	159,034	37,583
Purchasing	127,696	339,026	211,330	38%	124,418	3,278
Records Management	2,476	20,952	18,476	12%	1,341	1,134
Reimb from Other Funds	0	(309,649)	(309,649)	0%	0	0
Salary Savings	0	(1,698,986)	(1,698,986)	0%	0	0
Staff Benefits	315,660	4,535,857	4,220,198	7%	341,148	(25,488)
Tax Admin	122,893	591,000	468,107	21%	110,201	12,692
VP Fiscal Affairs	148,251	287,884	139,632	51%	99,027	49,224
<u>Totals for VP Fiscal Affairs</u>	<u>1,285,247</u>	<u>5,353,850</u>	<u>4,068,603</u>	<u>24%</u>	<u>1,155,474</u>	<u>129,774</u>
<u>Summary for VP Strategic Initiatives</u>						
Allied Health-NonCr	38,107	270,770	232,663	14%	81,884	(43,777)
Certified Nursing Assistant	1,383	11,116	9,734	12%	8,492	(7,110)



December 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	<u>Current</u> <u>Actual</u>	<u>2025-26</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>
Continuing Education	82,652	486,341	403,689	17%	129,099	(46,446)
Dental Assistant-NonCr	879	5,759	4,880	15%	371	508
Industrial-NonCr	58,961	29,859	(29,102)	197%	32,614	26,346
Law Enforcemnt-NonCR	3,190	38,620	35,430	8%	23,835	(20,645)
Lifelong Learning	105,804	176,692	70,889	60%	98,084	7,720
Marketing and Communications	419,308	1,245,777	826,469	34%	343,153	76,155
Massage Therapy	0	5,240	5,240	0%	0	0
VP Strategic Initiatives	26,862	153,686	126,824	17%	0	26,862
Totals for VP Strategic Initiatives	<u>737,145</u>	<u>2,423,861</u>	<u>1,686,715</u>	<u>30%</u>	<u>717,532</u>	<u>19,613</u>
<u>Summary for VP Student Affairs</u>						
Admissions	150,059	400,379	250,320	37%	148,094	1,966
Advisement Center	282,187	723,329	441,142	39%	236,297	45,890
Career Services	30,344	123,324	92,980	25%	33,251	(2,908)
Collegiate H.S.-CR	58,201	156,763	98,562	37%	60,522	(2,321)
Dean of Continuing Education	76,171	208,591	132,420	37%	74,647	1,524
Dean of Student Services	17,959	175,310	157,351	10%	98,021	(80,062)
Dean of Students	93,323	257,503	164,180	36%	73,769	19,554
Disability Services	17,228	45,897	28,669	38%	17,000	228
Dual Credit Dept	48,012	169,284	121,273	28%	62,254	(14,243)
Enrollment Management	182,073	576,706	394,633	32%	237,781	(55,708)
Facilities & Student Recreat	24,238	178,728	154,490	14%	45,845	(21,608)
Financial Aid	274,859	611,538	336,680	45%	219,717	55,142
Multicultural Department	11,120	32,500	21,380	34%	12,093	(973)
Office of Veterans Success	68,888	186,483	117,595	37%	71,415	(2,527)
Recruitment	41,679	261,799	220,120	16%	0	41,679
Student Graduation	33,182	87,700	54,518	38%	29,215	3,967
Student Help Center	23,633	41,148	17,514	57%	18,902	4,732



December 2025 - Expense by Division Report

Unrestricted Fund (Unaudited)

	Current <u>Actual</u>	2025-26 <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>
Student Life	83,166	251,950	168,784	33%	72,169	10,997
Testing	98,214	372,882	274,668	26%	112,354	(14,140)
Tutoring Center	201,012	592,330	391,318	34%	206,013	(5,001)
VP Student Affairs	105,272	440,439	335,166	24%	60,391	44,882
Totals for VP Student Affairs	<u>1,920,819</u>	<u>5,894,583</u>	<u>3,973,764</u>	<u>33%</u>	<u>1,889,750</u>	<u>31,069</u>
Totals for Expense	<u>14,893,403</u>	<u>47,498,642</u>	<u>32,605,239</u>	<u>31%</u>	<u>14,172,357</u>	<u>721,046</u>

Fund Bal by Division

Summary for VP Fiscal Affairs

Fund Balance - Oper & Maint	154,958	0	(154,958)	0%	218,952	(63,995)
Fund Balance-Academic	109,499	0	(109,499)	0%	209,265	(99,766)
Fund Balance-Institutional	265,007	0	(265,007)	0%	200,750	64,257
Fund Balance-Instruction	155,970	1,358	(154,612)	11484%	112,269	43,701
Totals for VP Fiscal Affairs	<u>685,433</u>	<u>1,358</u>	<u>(684,075)</u>	<u>50466%</u>	<u>741,236</u>	<u>(55,802)</u>
Totals for Fund Bal	<u>685,433</u>	<u>1,358</u>	<u>(684,075)</u>	<u>50466%</u>	<u>741,236</u>	<u>(55,802)</u>
Totals for Report	<u>15,578,836</u>	<u>47,500,000</u>	<u>31,921,164</u>		<u>14,913,593</u>	<u>665,243</u>



MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer, President
Date: January 26, 2026
Subject: November 2025 Quarterly Investment Report

AGENDA ITEM DESCRIPTION:

Consideration of and possible acceptance of the November 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.

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.

FUNDING SOURCE:

N/A

PROPOSED MOTION:

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

ATTACHMENTS

1. November 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
September 2025	11	TexPool-Operating	\$ 32,752,680	\$ 32,752,680	\$ 5,334,934	\$ 9,309,000	\$ 28,778,614	\$ 28,778,614
	41	TexPool-Moody	30,789	30,789	-	30,789	(0)	(0)
	45	Logic - Bond 2020	281,017	281,017	2,658	82,359	201,316	201,316
	46	Logic- Pre Bond 2023	16,475,465	16,475,465	25,208,189	20,478,940	21,204,714	21,204,714
Total investments all funds for quarter:			<u>\$ 49,539,951</u>	<u>\$ 49,539,951</u>	<u>\$ 30,545,781</u>	<u>\$ 29,901,089</u>	<u>\$ 50,184,643</u>	<u>\$ 50,184,643</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

Freda Davis
Controller



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer
Date: January 26, 2026
Subject: RN-BSN Program Coordinator (Replacement)

AGENDA ITEM DESCRIPTION

Presented for recommended approval to the Board of Trustees on January 26, 2026 and forwarded for recommended approval to Board of Trustees on the same date.

BACKGROUND

The RN-BSN Program Coordinator job responsibilities are described below. The RN-BSN Program Coordinator is assigned a range of administrative/coordinating responsibilities to assist the nurse administrator in the fulfillment of the goals of the RN-BSN Program and achieve the program's end-of-program student learning outcomes and program outcomes.

FUNDING SOURCE

RN-BSN Program Coordinator - \$101,445 from budget 11-0-0000-1304-5100

PROPOSED MOTION

"I move the Board of Trustees approve the appointment of Benjamin Ketcherside to the position of RN-BSN Program Coordinator, Nursing Department."

ATTACHMENTS

1. Appointment Nomination



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer
Date: January 26, 2026
Subject: Faculty - Math (New)

AGENDA ITEM DESCRIPTION

Presented for recommended approval to the Board of Trustees on January 26, 2026 and forwarded for recommended approval to Board of Trustees on the same date.

BACKGROUND

The Faculty – Math position is responsible for delivering high-quality instruction in mathematics courses that support academic transfer, workforce, and developmental programs. This role includes planning and teaching courses in accordance with approved curricula, assessing student learning outcomes, maintaining regular student engagement and availability, and contributing to departmental and institutional initiatives. Faculty are expected to support student success through effective instruction, advising, and participation in college service activities while maintaining compliance with accreditation standards and college policies.

FUNDING SOURCE

Faculty - Math - \$53,050 from budget 11-0-0000-1114-5100

PROPOSED MOTION

“I move the Board of Trustees approve the appointment of Nancy Ramirez to the position of Faculty-Math, Math Department.”

ATTACHMENTS

1. Appointment Nomination



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer
Date: January 26, 2026
Subject: Dental Hygiene Program Director/Faculty (Replacement)

AGENDA ITEM DESCRIPTION

Presented for recommended approval to the Board of Trustees on January 26, 2026 and forwarded for recommended approval to Board of Trustees on the same date.

BACKGROUND

The Dental Hygiene Program Director provides overall leadership, strategic direction, and administrative oversight for the CODA-accredited Dental Hygiene Program, including the on-campus dental clinic. The Director ensures compliance with CODA Accreditation Standards, institutional policies, state dental practice acts, and all relevant regulatory bodies. Responsibilities include curriculum development, faculty supervision, program assessment, student success initiatives, clinical operations management, budget oversight, and community partnerships.

FUNDING SOURCE

Dental Hygiene Program Director/Faculty - \$93,736 from budget 11-0-0000-1324-5100

PROPOSED MOTION

"I move the Board of Trustees approve the appointment of Amber Stevens to the position of Dental Hygiene Program Director/Faculty, Dental Hygiene Department."

ATTACHMENTS

1. Appointment Nomination



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer
Date: January 26, 2026
Subject: Director of K-12 Partnerships (Replacement)

AGENDA ITEM DESCRIPTION

Presented for recommended approval to the Board of Trustees on January 26, 2026 and forwarded for recommended approval to Board of Trustees on the same date.

BACKGROUND

The Director of K-12 Partnerships is responsible for leading, developing, and managing strategic partnerships with local school districts (ISD's) to expand access to dual credit, early college, and college transition programs. This role oversees dual credit operations, serves as the primary liaison between the college and K-12 partners, and leads outreach and recruitment initiatives targeting high school students. The Director of K-12 Partnerships ensures that the dual credit program is administered in accordance with standards established by COM policies and procedures, and the Texas Higher Education Coordinating Board. The position will create systems to track and document that dual credit guidelines are being met and is responsive to changing technologies and advances in delivery.

FUNDING SOURCE

Director of K-12 Partnerships - \$87,446 from budget 11-0-0000-4133-5140

PROPOSED MOTION

"I move the Board of Trustees approve the appointment of Jeannie Knierim to the position of Director of K-12 Partnerships, Dual Credit Department."

ATTACHMENTS

1. Appointment Nomination



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer
Date: January 26, 2026
Subject: Testing Coordinator (Replacement)

AGENDA ITEM DESCRIPTION

Presented for recommended approval to the Board of Trustees on January 26, 2026 and forwarded for recommended approval to Board of Trustees on the same date.

BACKGROUND

Testing Coordinator is responsible for coordinating and supervising all activities related to the Testing Center. Position is responsible for overseeing and implementing operational processes, procedures and policies for the Testing Center. The coordinator works with other areas of student affairs, faculty, and other staff members to better serve the College of the Mainland student body as well as prospective students.

FUNDING SOURCE

Testing Coordinator - \$56,447 from budget 11-0-0000-4136-5140

PROPOSED MOTION

"I move the Board of Trustees approve the appointment of Sarah Plain to the position of Testing Coordinator, Testing Services Department."

ATTACHMENTS

1. Appointment Nomination



MINUTE ORDER

To: Board of Trustees
From: Dr. Helen Brewer, President
Date: January 26, 2026
Subject: Non-Contractual Positions Hiring Report

AGENDA ITEM DESCRIPTION

Presented for recommended acceptance of Non-Contractual Positions Hiring Report.

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.

FUNDING SOURCE

Executive Administrative Assistant – \$65,305 from budget 11-0-0000-4146-5160
Director, Student Support Services (TRIO) - \$68,070 from budget code 32-0-3090-4199-5140

PROPOSED MOTION

“I move the Board of Trustees to accept the Non-Contractual Positions Hiring Report as written.”

ATTACHMENT(S)

Non-contractual Positions Hiring Report

	POSITION	DEPARTMENT	CLASS SUMMARY	POSITION STATUS	SELECTED CANDIDATE	SALARY	SALARY RANGE
1	Executive Administrative Assistant	VP, Strategic Initiatives	Provides varied secretarial and office administrative assistance to the Vice President and associated professional staff. In addition to providing secretarial and office administrative services for a designated unit or section and related supervisory and/or professional staff, incumbents also have responsibility for the work of additional office support personnel.	Replacement for Manda Young	Alycia Hardin	\$65,305	\$52,559 - \$65,699- \$78,839
2	Director of Student Support Services - TRIO (Grant Funded)	Student Support Services (TRIO)	Responsible for directing and supervising all activities related to the provision of Student Support Services (TRIO) programs. This is a grant funded position.	Replacment for Marcelo Angulo	Deatra Greene-Ndiaye	\$68,070	\$53,532 - \$72,269 - \$91,006
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Board Report

Presenter: Board Chair

A. Miscellaneous Updates



PRESIDENT'S OFFICE

President's Report

Presenter: Dr. Helen Brewer

- a. Updates
 - 1. Enrollment Update
- b. Reminders/Announcements
 - 1. Board Meetings
 - a. February 2026 – Monday, February 23, 2026
 - b. March 2026 – Monday, March 30, 2026
 - c. April 2026 – Monday, April 27, 2026
 - d. May 2026 – Monday, May 18, 2026 (Pending BOT approval)
 - 2. Black History Month Event – Tuesday, February 24, 2026, 12:30 p.m., Conference Center
 - 3. Women's History Month Event – Tuesday, March 24, 2026, 12:30 p.m., Conference Center
 - 4. Flock the Block – Saturday, March 28, 2026, 10 a.m.-2 p.m., Parking Lot F
 - 5. Corporate Training Center Ribbon Cutting – Thursday, April 16, 2026, 3-5 p.m.
 - 6. Laughs for Lunch – Friday, April 17, 2026, 11:30 a.m.-1:00 p.m., Conference Center
- c. Resignations and Retirement Report
- d. Miscellaneous Updates



PRESIDENT'S OFFICE

Resignations & Retirements

Last Name	First Name	Position	Hire Date	Last Date of Work	Termination Reason
Falls	Emily	Dental Hygiene Program Director	08/15/2022	12/11/2025	Resignation
Roy	William	Safety Officer/Energy Specialist	03/01/2002	12/31/2025	Retirement
Faour	William	Assistant Professor - English	08/11/2025	12/11/2025	Temporary Assignment Ended
Masum	Abbas	Assistant Professor - Math	08/11/2025	12/11/2025	Temporary Assignment Ended
Wyssbrod	Margarita	Admin Assistant IV - Title V Grant	11/08/2023	01/08/2026	Resignation
Holmes	Candace	Enrollment Coach	01/02/2023	01/09/2026	Resignation
Perez-Lozano	Eloisa	Community Outreach Coordinator	09/13/2023	01/21/2026	Resignation
Schneider	Laura	Veterans Officer/School Certifying Official	03/27/2023	01/30/2026	Resignation



PRESIDENT'S OFFICE

Possible Action on Agenda Items, Including Closed Session Matters

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