

Regular Meeting
Thursday, July 23, 2026 6:00 PM

ALVIN COLLEGE
3110 Mustang Road
Alvin, TX 77511

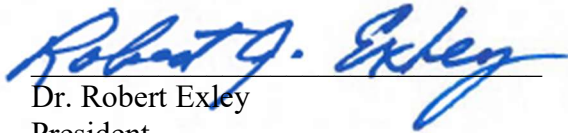
Agenda

1. **Call to Order**
2. **Certification of Posting of Notice**

**CERTIFICATION OF POSTING OF NOTICE TO THE
REGULAR MEETING OF THE
ALVIN COLLEGE DISTRICT
BOARD OF REGENTS
JULY 23, 2026**

It is hereby certified that a notice of this meeting was posted on the 16th day of July 2026, in a place convenient to the public on the Alvin College campus as required by Section 551.002, *Texas Government Code*.

Signed this 16th day of July 2026.


Dr. Robert Exley
President

3. **Board Recognitions**
4. **Pledge**
5. **Invocation**
6. **Citizen Inquiries**
7. **Board Chairman Report/Comments**
8. **Committee Reports**
 - 8.A. Facilities
 - 8.B. Budget
9. Information Items
 - 9.A. Personnel Action (Replacement): Payroll Specialist



Robert J. Exley, PhD
President

MEMORANDUM NO: 098-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD

A handwritten signature in blue ink, appearing to read 'RJE'.

DATE: July 14, 2026

SUBJECT: Personnel Action – Replacement Position, Payroll Specialist

The individual listed below has been recommended to fill the full-time Payroll Specialist position, which is a replacement for Carole Kurtz.

Funding Source: 11-7-10210-61305

Candidate

Recommended: Tracy Stoker

Education: University of Houston – Clear Lake
Bachelor of Business Administration, Marketing

Alvin Community College
Associate's degree, Business Administration

Tracy is an experienced accounting and payroll professional with a strong background in accounts payable, payroll administration, bookkeeping, and financial operations across higher education and private industry. Currently serving as a Part-Time Accounts Payable Specialist at Alvin College, she supports accounts payable, payroll, tax reporting, and compliance functions using Ellucian Colleague ERP. Tracy holds a Bachelor of Business Administration in Marketing from the University of Houston–Clear Lake and brings expertise in payroll compliance, reconciliations, reporting, and process improvement.

Grade 112, 2025 – 2026 / Staff Salary Schedule

RJE:fmj

JOB DESCRIPTION

Job Title:	Payroll Specialist (PID: 215)		
Department:	Fiscal Affairs	FLSA Status:	Non-Exempt
Reports To:	Controller	Job Category:	TSCM
Grade Level:	112		
HR approved:	Jessica Eddy	Date:	3/31/2026
Last updated by:	Beth Nelson & Laurel Joseph	Date:	3/31/2026

SUMMARY

The Payroll Specialist ensures the accurate and timely processing of payroll for all College employees while maintaining compliance with federal and state regulations. Supports institutional financial operations through payroll administration, tax reporting, reconciliations, and collaboration with multiple campus departments.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Coordinates and receives payroll data input from all College departments to maintain accurate employee records and account distributions. Processes payroll for all employees ensuring accurate calculation of wages, deductions, and benefit contributions in compliance with institutional policies and applicable regulations.
- Maintains payroll records and documentation, ensuring data integrity, confidentiality, and compliance with reporting requirements. Serves as the College's Teacher Retirement System of Texas (TRS) reporting official.
- Manages payroll-related financial activities, including processing direct deposits, preparing and submitting payroll liabilities, coordinating electronic fund transfers, and performing reconciliations of payroll transactions and benefit billing statements. Identifies discrepancies and ensures timely resolution.
- Prepares and submits payroll tax reports and filings, including quarterly reporting and annual wage statements (W-2s), ensuring compliance with federal and state requirements. Supports audits by providing payroll documentation and assisting with internal and external review processes.
- Performs manual payroll adjustments and assists with general ledger reconciliation and financial reporting. Collaborates with Business Office staff and other departments to support efficient payroll operations and institutional compliance.
- Other duties as assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform the essential duties and responsibilities listed above. The qualifications listed below are representative of the education, experience, knowledge, skills, and/or abilities required.

REQUIRED QUALIFICATIONS

- Associate degree in Accounting, Business Administration, Payroll Administration, or related field
- Two (2) or more years work experience in payroll processing or payroll management in a high energy, customer service focused environment
- Or equivalent combination of education and experience

PREFERRED QUALIFICATIONS

- Bachelor's degree or higher degree in Accounting, Business Administration, Payroll Administration, or related field.
- Experience working in a higher education or public sector financial environment.
- Experience using enterprise resource planning (ERP) systems for payroll and human resources management.
- Bilingual English/Spanish

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of payroll processing, taxation, benefits administration, and regulatory reporting requirements. Ability to interpret and apply payroll policies and procedures.
- Strong attention to detail and accuracy in financial calculations, reconciliations, and reporting. Ability to maintain confidentiality of sensitive employee and financial information.
- Proficiency in ERP systems for payroll and human resources, as well as spreadsheets and standard office software. Strong organizational, communication, and customer service skills with the ability to work collaboratively across departments.
- Ability to work extended hours as needed during peak payroll processing periods.

WORK ENVIRONMENT

The employee typically works in an office environment and uses a computer, telephone and other office equipment as needed to perform duties. The noise level in the work environment is typical of that of an office. The employee may encounter frequent interruptions throughout the workday.

PHYSICAL DEMANDS

The employee is regularly required to sit, talk, or hear; frequently required to use repetitive hand motion, handle or feel, and to stand, walk, reach, bend or lift up to twenty (20) pounds.

Alvin College is an equal opportunity institution and does not discriminate against anyone on the basis of race, color, national origin, religion, age, disability, sex, or any other basis prohibited by law.

This is a security sensitive position and requires a criminal history and/or motor vehicle records check.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.

This job description may be revised upon development of other duties and changes in responsibilities.

X

EMPLOYEE PRINTED NAME

X

SUPERVISORS PRINTED NAME

X

EMPLOYEE SIGNATURE AND DATE

X

SUPERVISOR SIGNATURE AND DATE

Sign and return to HR for placement into employee personnel file.

9.B. Personnel Action (Replacement): Instructional Support Specialist



Robert J. Exley, PhD
President

MEMORANDUM NO: 099-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD

A handwritten signature in blue ink, appearing to read 'RJE', is placed over the name 'Robert J. Exley, PhD'.

DATE: July 14, 2026

SUBJECT: Personnel Action – Replacement Position, Instructional Support Specialist

The individual listed below has been recommended to fill the full-time Instructional Support Specialist position, which is a replacement for Lori King.

Funding Source: 11-5-10508-61305

Candidate

Recommended: Candace Comyack

Education: Louisiana State University - Alexandria
Bachelor of Science, Business Administration

Candace Comyack is an experienced higher education and business professional with a background in curriculum management, recruiting, operations, and customer service. She is currently serving as a Part-Time Instructional Support Specialist at Alvin College. She supports course scheduling, curriculum and catalog maintenance, and academic records management within the Colleague system while coordinating closely with academic departments across the institution. Candace brings strong experience in process improvement, relationship management, data administration, and operational support gained through leadership roles in education, recruiting, and business operations.

Grade 113, 2025 - 2026 / Staff Salary Schedule

RJE:fmj



Job Description

Job Title: Instructional Support Specialist (PID:152)	Reports to: Director IER & CEWD
Department: IER	Job Category: Full-Time
Salary Grade: 113	FLSA Status: Non-Exempt
ORP Eligible: No	Contractual Position: No
CUPA ID:	SOC Code:

SUMMARY

The Instructional Support Specialist is responsible for Academic and Technical curriculum management which entails course scheduling, course creation and maintenance, and all other components which affect the course files in Colleague (pre-co requisites, fees, location, funding, etc.) The position is also responsible for updating the Academic and Technical portions of the College catalog and coordinating section schedules throughout the year.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Curriculum & Course Management

- Create, update, activate, and inactivate courses in Colleague based on departmental requests.
- Maintain accurate course data, including prerequisites, co-requisites, fees, locations, course types, and coding (CIP and local government codes).
- Ensure course information aligns with ACGM and WECM requirements, including credit and contact hours.
- Manage classroom inventory, capacities, and locations within Colleague and scheduling systems.
- Maintain course descriptions and catalog files within curriculum management systems.
- Perform term roll processes for all credit courses.

Scheduling Coordination

- Collaborate with Deans, Division Chairs, and Department Chairs to develop and maintain course schedules throughout the academic year.
- Prepare and distribute draft schedules and section listings for review and approval.
- Update course sections as needed, including changes to rooms, times, instructors, and section availability.
- Verify and maintain accurate course and section fees.
- Process course section cancellations as requested.

Program & Catalog Management

- Coordinate with Department Chairs and the Registrar to implement program changes and maintain program curriculum in Colleague.
- Prepare, manage, and route all updates to programs through Curriculum software and ensure documentation is ready for the Curriculum Committee.
- Support the development of new program rubrics and ensure program compliance with state requirements (THECB).
- Update and maintain academic and technical content in the college catalog.

State Reporting & Data Integrity

- Enter and maintain course and faculty data for state reporting (CBM004 and CBM008).
- Reconcile reporting errors in collaboration with Institutional Research and ensure data accuracy for assigned sections and faculty.

Full-Time 1

- Other duties as assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform the essential duties and responsibilities listed above. The qualifications listed below are representative of the education, experience, knowledge, skills, and/or abilities required

REQUIRED QUALIFICATIONS

- High School Diplomat or GED
- Three (3) years of experience in office administration or related field

PREFERRED QUALIFICATIONS

- Associate's degree in computer or business-related field
- Direct experience and knowledge of the essential duties and responsibilities described
- Knowledge of and experience in a Student Information System (SIS), preferably Ellucian-Colleague
- Bilingual – English/Spanish

KNOWLEDGE, SKILLS, AND ABILITIES

- Proficiency in Ellucian Colleague, Modern Campus (Catalog and Curriculum), and Microsoft Office Suite
- Ability to manage and interpret complex data and follow institutional and state guidelines
- Strong organizational, multitasking, and attention-to-detail skills
- Effective written and verbal communication skills
- Accurate data entry and record management abilities

WORK ENVIRONMENT

The employee typically works in an office environment and uses a computer, telephone and other office equipment as needed to perform duties. The noise level in the work environment is typical of that of an office. Employee may encounter frequent interruptions throughout the work day.

PHYSICAL DEMANDS

The employee is regularly required to sit, talk, or hear; frequently required to use repetitive hand motion, handle or feel, and to stand, walk, reach, bend or lift up to twenty (20) pounds.

AI Statement:

Working knowledge of artificial intelligence (AI) tools and the ability to use them responsibly, ethically, and in compliance with organizational guidelines.

Alvin College is an equal opportunity institution and does not discriminate against anyone on the basis of race, color, national origin, religion, age, disability, sex, or any other basis prohibited by law.

This is a security-sensitive position and requires a criminal history and/or motor vehicle records check.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow

Full-Time 2

any other job-related instructions and to perform any other job-related duties requested by their supervisor.

This job description may be revised upon development of other duties and changes in responsibilities.

Sign and return to HR for placement into employee personnel file.

EMPLOYEE PRINTED NAME

SUPERVISOR PRINTED NAME

EMPLOYEE SIGNATURE AND DATE

SUPERVISOR SIGNATURE AND DATE

9.C. Personnel Action (Replacement): Child Development Associate Teacher



Robert J. Exley, PhD
President

MEMORANDUM NO: 100-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD

A handwritten signature in blue ink, appearing to read 'RJE', is placed over the name 'Robert J. Exley, PhD'.

DATE: July 14, 2026

SUBJECT: Personnel Action – Replacement Position, Child Development Associate Teacher

The individual listed below has been recommended to fill the full-time Child Development Associate Teacher position, which is a replacement for Samantha Gustafson.

Funding Source: 25-2-35002-61305

Candidate

Recommended: Kennedy Wiltz

Education: Manvel High School
High School Diploma

Kennedy Wiltz is an aspiring educator currently pursuing a bachelor's degree in education at Sam Houston State University, with experience supporting students in classroom, childcare, and behavioral support settings. Most recently serving as a Behavioral Support Paraprofessional and Educational Aide, she assisted students with behavioral, emotional, and developmental needs, implemented behavior intervention strategies, and helped maintain positive, inclusive learning environments. Ms. Wiltz holds an Educational Aide I certification and Adult & Pediatric First Aid/CPR/AED certification. She brings a strong commitment to student development, classroom support, and fostering positive relationships with students and families.

Grade 103, 2025 - 2026 / Staff Salary Schedule

RJE:fmj

JOB DESCRIPTION

Job Title:	Child Development, Associate Teacher (PID: 928)		
Department:	Child Development Laboratory School	FLSA Status:	Non-Exempt
Reports To:	Director, Child Development Lab School	Job Category:	TSCM
Grade Level:	103		
HR approved:	Human Resources/LG	Date:	2/3/2026
Last updated by:	Director/KT, Dean/HG, Assoc. Pro/LM	Date:	2/3/2026

SUMMARY

The Child Development Associate Teacher performs a variety of duties, with the goal of working with and assisting the Lead Teacher to educate, supervise, and support the children in our care.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Work as part of an instructional and organizational team.
- Maintain the established classroom environment that utilizes space, materials, routines, and positive guidance to facilitate physical, social-emotional, and cognitive development within the Lab School and Alvin College guidelines and philosophy.
- Maintain the health, safety, and welfare of the children by providing a clean and healthy environment, constant supervision, and positive interactions both verbally and physically throughout the day.
- Monitor and assist the children with personal hygiene, including hand washing, toileting, and diapering.
- Help the children develop good manners and nutritional habits by serving meals and snacks, eating and interacting with the children, and assisting the children with clean-up.
- Assist with the implementation of the chosen curriculum and assessment tools.
- Assist with implementing indoor and outdoor early childhood learning experiences appropriate to the developmental levels of the children being served. In the absence of the Lead Teacher, implement the planned learning experiences.
- Maintain an educated awareness of child abuse, neglect, child welfare, and all licensing regulations and reporting procedures for the care of young children and implement them when necessary.
- Maintain an educated awareness of licensing standards and Texas Rising Star expectations.
- Assist in completing attendance records, daily headcount sheets, and Procure communication daily.
- Assist in maintaining timely and accurate records of each child's development. Participate in parent conferences at least twice yearly.
- Meet and maintain all state licensing requirements and qualifications and comply with all Alvin College and Lab School policies and procedures.
- Attend staff meetings and actively pursue opportunities for professional development.
- Maintain confidentiality regarding college, staff, children, and family information.

- Effectively communicate with parents, students, state agencies, licensing representatives, and other educational and community institutions that use the laboratory school as a resource location.
- Other related duties as assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform the essential duties and responsibilities listed above. The qualifications listed below represent the required education, experience, knowledge, skills, and abilities.

REQUIRED QUALIFICATIONS

- High School diploma or equivalent
- One (1) year of teaching experience with young children (ages 0-5) in a licensed childcare facility

PREFERRED QUALIFICATIONS

- CDA-Child Development Associate Certification
- Bilingual – English/Spanish

KNOWLEDGE, SKILLS, AND ABILITIES

- Must be able to pass the Child Care Regulation Background Check before the hire date.
- Must be able to bend to a child's level, also stoop and lift regularly.
- Must meet current requirements of regulatory agencies within the first 30 days of employment, including the following minimum certification or training certificates:
 - Pediatric CPR and First Aid
 - Food Handler Certificate
 - Emergency Prep. & Allergies
 - SIDS, Shaken Baby Syndrome, and Brain Development
 - Child Abuse mandated reporter training
- Must complete thirty (30) hours of professional development training annually.
- Must be able to make quick and accurate judgments regarding the health, safety, emotional, and physical needs of children.
- Must be able to physically and mentally react immediately to unexpected circumstances.

WORK ENVIRONMENT

The employee typically works indoors in a classroom setting. Most days, a portion of the day is spent outside in conditions that include inclement weather, cold, heat, and humidity. The noise level is typical of that of an early childhood classroom. The employee will be exposed to loud sounds and high noise levels daily. The incumbent may encounter frequent interruptions throughout the workday. The employee will work very near others and will be exposed to diseases and infections, such as colds and influenza, regularly.

PHYSICAL DEMANDS

While performing the duties of this job, the incumbent is regularly required to:

- Stand, walk, run, stoop, bend, kneel, crawl, balance, and sit on the floor or in child-sized furniture.
- Be physically active at a child's level.
- Reach with arms and hands and use hands and fingers to handle, feel, or grasp.
- Lift or move up to thirty-five (35) pounds regularly throughout the day, and occasionally lift or move up to sixty (60) pounds.
- Talk or hear. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

AI STATEMENT

Working knowledge of artificial intelligence (AI) tools and the ability to use them responsibly, ethically, and in compliance with organizational guidelines.

Alvin College is an equal opportunity institution and does not discriminate against anyone on the basis of race, religion, color, sex, pregnancy, gender equity, sexual orientation, parental status, national origin, age, disability, family medical history or genetic information, political affiliation, military service or veteran's status.

This is a security sensitive position and requires a criminal history and/or motor vehicle records check.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.

This job description may be revised upon development of other duties and changes in responsibilities.

X

EMPLOYEE PRINTED NAME

X

SUPERVISORS PRINTED NAME

X

EMPLOYEE SIGNATURE AND DATE

X

SUPERVISOR SIGNATURE AND DATE

Sign and return to HR for placement into employee personnel file.

9.D. Employee Count

ALVIN COLLEGE
EMPLOYEE CATEGORIES
SUMMER 2026

7/8/2026

JULY

	Budgeted 2025-26	JULY 2026	HR Vacancies
*Administrative	16	15	1
**Professional	98	96	5
Faculty	132	130	3
***Technical Support, Clerical & Maintenance (TSCM)	134	122	12
Total Full-Time (FT) Employees	380	363	21

*Count includes 1 grant funded *administrative* employee

**Count includes 5 grant funded *professional* employees

9.E. Resignation/Retirement Report

Resignation / Termination Report

	Name	Position / Department	Last Day Worked	Reason
1	CIELO SANTOS	CUSTODIAN	7/31/2026	RESIGNED
2	ERIC DAVIDSON	POLICE OFFICER	7/9/2026	RESIGNED
3				
4				
5				
6				
7				
8				
9				
10				

10. **Consent Agenda**

10.A. **Approval of Minutes for the June 17, 2026 Regular Board Meeting, and the
July 13, 2026 Special Called Board Meeting**

**ALVIN COLLEGE
REGULAR MEETING OF JUNE 17, 2026
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met at a regular session on the 17th day of June at 6:00 p.m., with the following members, administrative personnel, and guests present:

Regents Present

'Bel Sanchez	Chairman
Jim Crumm	Vice-Chair
Patty Hertenberger	Secretary
Kam Marvel	Regent
Yvette Reyes-Hall	Regent
Mike Pyburn	Regent
Darren Shelton	Regent
Michael Hoover	Regent
Breah Knape	Regent

Alvin College Administration Present

Robert Exley	President, Alvin College
Stacy Ebert	Alvin College
Beth Nelson	Alvin College
John Matula	Alvin College
Kelly Klimpt	Alvin College
Rene De Leon	Alvin College
Wendy Del Bello	Alvin College

Alvin College Employees & Guests Present

Billy Allen	LaVonna Miller	Pam Kaminsky
Bryan Hinshaw	Leigh Ann Moore	Anita Exley
Estevan Vasquez	Lindsey Hindman	Frank Rizzo
Felicia Jimenez	Linet George	Officer Hernandez
Haley Lovell	Marby McKinney	Foundation Board
Huff Mann	Patty Sanchez	
Jay Johnson	Ronny Phillips	
John Murray	Scott Turnbough	
John Tompkins	Theresa Rios	
Kyle Marasckin	Vivian Jimenez	
Laurel Joseph	Danielle Thomas	

Call to Order

Chair Sanchez called the meeting to order at 6:00 p.m.

Certification of Posting of Notice

Certification of the posting of the notice as listed in the agenda was acknowledged. Dr. Exley certified that a notice of the meeting was posted in accordance with Title 5, Chapter 551, Texas Government Code.

Board Recognitions

On May 17, 2026, Officer Julie Hernandez located and safely assisted a missing autistic and nonverbal child, working with the Alvin Police Department to reunite the child with his family. Her professionalism, compassion, and dedication to public service exemplify the highest standards of the Alvin College Police Department and the mission of Alvin College.

Pledge and Invocation

The invocation was delivered by Regent Marvel.

Citizen Inquiries

There were no citizen inquiries.

Board Comments

Regent Pyburn expressed his approval of the new Alvin College sign on Childress.

Committee Reports

Regent Crumm gave the Facilities committee report which included Frank Rizzo's update on CMAR progress, Bryan Hinsaw's update of current projects, and Fiscal Year 2027 capital projects. Regent Shelton presented the budget and finance report which included discussions on Childcare, opportunity improvements, finding ways to ensure profitability, outcomes funding, and auxiliary enterprises.

Approval of the Consent Agenda

Regent Marvel moved to approve the Consent Agenda, which included the Minutes of the May 12, 2026, Regular Board Meeting and the June 8, 2026 Board Budget Workshop, the Grants report, and Personnel Actions for Faculty, Government 9M, Geology 9M, Business 9M, and Registrar, and Consider Approval of the Resolution Declaring Intention to Reimburse Project Expenditures. Seconded by Regent Pyburn. Motion passed unanimously.

President's Report

Two of our Phi Theta Kappa members were recognized for academic achievement this spring. Inductee Amy Ortiz was recently named Phi Theta Kappa's 2026 Coca Cola World Impact Scholar, and she was awarded a \$2,500 scholarship. Art student Gianina Rockwell recently published artwork in the international journal for Phi Theta Kappa. The painting was chosen from 3,200 entries.

The Alvin College Lady Dolphin Softball team had several players named to three Academic All-American teams for the 2026 season. In all, 14 players were recognized by the National Fastpitch Coaches Association (NFCA) as well as the National Junior College Athletics Association (NJCAA), and the NJCAA Region XIV team.

The college will host Back to Campus week on July 16 from 8 a.m. to 5 p.m. and at the West Campus on July 14 from 5 to 7 p.m. Meet with college staff, learn about campus resources, and prepare for the upcoming Fall semester.

Mr. Toad is almost here with his Mad Adventures. The 41st Summer Children's Theatre Festival starts on June 23.

Our Upward Bound students visited iFLY on June 8, where they learned about careers in science, technology, engineering, and math—and then got to experience the excitement of indoor skydiving.

Business Management students Bessica Hinton and Sofia Incalcaterra recently won a pitch competition hosted by the Sanders Hand Young Billionaires Club and the National Association for Community

College Entrepreneurship. Incalcaterra received \$1,500 and Hinton received \$1,000. The funding will be used for the students to pursue their business ideas presented during the pitch competition.

Continuing Education Workforce Development is offering several camps throughout the summer for engineering, art, welding, pottery, and culinary arts. Visit the Marketplace for dates and registration.

Over the past few months, several of our faculty and staff have been awarded their doctorate degrees, including Mental Health and Addiction Counseling chair Dr. Monica Mehalshick, Business Management instructor, Dr. Tonya Jefferson, Sociology instructor, Dr. Ron Smith, Engineering instructor, Dr. Darrell Mayon, Institutional Effectiveness and Research Director, Dr. Philip O'Brien, and Nursing Instructor, Dr. Amy Childs.

This report was for information only.

Alvin College Foundation Report

Ms. Wendy Del Bello presented the Alvin College Foundation Report. This report was for information only.

Consider Approval of the Board Resolution: Career Focused Advising Model

Regent Shelton moved to adopt the proposed resolution authorizing the Career-Focused Advising Model. Seconded by Regent Reyes-Hall. Motion passed unanimously.

Consider Approval of the Contract Amount Increase - Rogers, Morris & Grover, LLP

Chair Sanchez moved to remove this item from the agenda. Seconded by Regent Shelton. Motion passed unanimously.

Consider Approval of the TASB Local Board Policy Update 51

Regent Knape moved to have the Board add, revise, or delete (LOCAL) policies as recommended by TASB Community College Services and according to the instruction sheet for TASB Localize Policy Manual Update 51. Seconded by Secretary Hertenberger. Motion passed unanimously.

Financial Report Ending May 31, 2026

Regent Shelton moved to approve the Financial Report for May 31, 2026. Seconded by Regent Marvel. Motion passed unanimously.

Regent Shelton requested a total line be added to the bottom of each page of future Financial Reports.

Executive Session

For the purpose of a private consultation with its attorney when seeking the advice of its attorney, in accordance with Tex. Gov't Code Section 551.071; Deliberate the purchase, exchange, lease, or value of real property, if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person, in accordance with Tex. Gov't Code Section 551.072; To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee, in accordance with Tex. Gov't Code Section 551.074.

The meeting was called back into session by Chair Sanchez at 7:57 p.m.

Adjournment

There being no further business before the Board, Chair Sanchez adjourned the meeting at 8:01 p.m.

Dr. Patty Hertenberger, Secretary

Bel Sanchez, Chair

**ALVIN COLLEGE
BOARD SPECIAL CALLED MEETING OF JULY 13, 2026
OFFICIAL MINUTES**

The Board of Regents of Alvin College met for a Special Call Board Meeting on the 13th day of July at 12:00 p.m., with the following members, administrative personnel, and guests present:

Regents Present

'Bel Sanchez	Chairman
Patty Hertenberger	Secretary
Yvette Reyes-Hall	Regent
Mike Pyburn	Regent
Darren Shelton	Regent
Michael Hoover	Regent
Breah Knappe	Regent

Absent

Jim Crumm	Vice-Chair
Kam Marvel	Regent

Alvin College Administration Present

Robert Exley	President
Stacy Ebert	Provost & Vice President of Workforce & Strategy
Beth Nelson	Vice President of Administrative Services
Kelly Klimpt	Vice President of Information Technology
Rene De Leon	Business Intelligence Officer
Wendy Del Bello	Vice President of Outreach & Development
Kelley Peatross	Vice President of Human Resources

Alvin College Employees & Guests Present

Leigh Ann Moore	Alan Phillips
Bryan Hinshaw	Scot Turnbough
LaVonna Miller	Pam Kaminsky
Felicia Jimenez	Stacy Paltiyevich
Kyle Marasckin	Frank Rizzo
Kayla Brown	

Call to Order

Chair Sanchez called the meeting to order at 12:01 p.m.

Certification of Posting of Notice

Certification of the posting of the notice as listed in the agenda was acknowledged. Dr. Exley certified that a notice of the meeting was posted in accordance with Title 5, Chapter 551, Texas Government Code.

Pledge and Invocation

Invocation was delivered by Regent Shelton.

Citizen Inquiries

There were no citizen inquiries.

Consider Authorization for the President to Negotiate and Execute a Contract with the Construction Manager at Risk (CMAR) for the Maintenance Tax Note 2025 MEPT Upgrades and Architectural Services

Regent Shelton moved authorize the President to negotiate and potentially contract with Tellepsen to serve the College as the CMAR. Seconded by Regent Pyburn. Motion passed unanimously.

Consider Approval of the Expenditure for 2027 Commencement Venue

Regent Pyburn moved to authorize the President to negotiate and execute an agreement with Smart Financial Centre in Sugar Land for the College's 2027 Commencement venue in an amount not to exceed \$100,000. Seconded by Regent Hoover. Regent Shelton abstained from the vote. Motion carried 6 yes votes and 1 abstention.

Executive Session

For private consultation with its attorney regarding pending or potential litigation, in accordance with Tex. Gov't Code Section 551.071; for deliberation on the purchase, exchange, lease, or value of real property, in accordance with Tex. Gov't Code Section 551.072; for deliberation on the College President's goals related to evaluation; and for discussions concerning the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, in accordance with Tex. Gov't Code Section 551.074.

The meeting was called back into session by Chair Sanchez at 1:33 p.m.

Adjournment

There being no further business before the Board, Chair Sanchez adjourned the meeting at 1:33 p.m.

Dr. Patty Hertenberger, Secretary

'Bel Sanchez, Chair

10.B. **Grants Report**



Robert J. Exley, PhD
President

MEMORANDUM NO: 106-2026

TO: Board of Regents
FROM: Robert J. Exley, PhD 
DATE: July 14, 2026
SUBJECT: Federal, State, and Private Grants Report

Attached is the Alvin College Grant Status Report as of July 7, 2026.

The first page provides a summary of Alvin College's overall grant activity. Subsequent pages (two through four) include detailed information on current grants, grants in the approval process, and those in the development stage. The final page lists grants that have either been declined for funding or were considered but not submitted.

As of this reporting date:

- Active funded grants total: \$6,222,428.69
- Grant applications under funder review: \$359,865.84
- Grant Applications in Development: \$2,893,711.00

Please let me know if additional information or clarification is needed.

RJE:fmj

Alvin College Grants

July 7, 2026

Alvin College has the following in grant activity:

\$6,222,428.69	Active Funded Grants
\$ 359,865.84	Grant Applications in the Funder Review Process
\$2,893,711.00	Grant Applications in the Development Process

Details on individual grants are attached. The last page lists grants that were reviewed and departments determined not to pursue, or Alvin College was not selected as a recipient.

Alvin College Grant Status Report as of July 7, 2026

Grant Name/Fund Source	Begin Date	End Date	Personnel	Emphasis	Funds Utilization	Amount	Alvin College Role	Partner	Purpose	Grant Type
U.S. Department of Education - Upward Bound #P047A220229	9/1/2022	8/31/2027	Cherilyn Brooks	Upward Bound	Materials, Staffing, Travel, Courses for College Exposure & Preparation	\$ 1,562,400.00	Primary	Alvin ISD	Implement a federally funded college preparatory program for low-income and potential first generation college going participants to increase post-secondary enrollment and graduation (5 years, \$312,480 per year)	Federal Discretionary Competitive
THECB Nursing Shortage Reduction Program #28849	3/6/2023	8/31/2027	Elizabeth Saucedo	Nursing	Professional Development, Equipment, Supplies	\$ 196,673.26	Primary	N/A	Provide support to improve retention and completion rates of Nursing students.	State Formula Non-Competitive
U.S. Department of Labor Strengthening Community Colleges 5 #25A60CC000038	2/1/2025	1/31/2029	Pamela Berry-Richardson	CEWD CNC Machining	Equipment, Personnel, Curriculum Development	\$ 1,514,520.00	Primary	N/A	Funds provide for creating a sector-based strategy to align CNC Machining training to employer needs in the region and increase the number of women in the program.	Federal Discretionary Competitive
THECB Nursing Innovation Grant - Rider 64 #01750	2/1/2025	1/31/2027	Elizabeth Saucedo Justin Morgan	Nursing Pathway	Personnel, Curriculum, Tuition Assistance, Supplies	\$ 999,500.00	Primary	N/A	Funds used to develop a preceptorship program to increase clinical sites for students in Certified Nursing Asst., Clinical Medical Asst. Patient Care Tech., Licensed Vocational Nursing, Associate Degree Nursing, and Bachelors of Science in Nursing programs.	State Discretionary Competitive
THECB Nursing Shortage Reduction Program #02223	3/1/2025	2/28/2027	Elizabeth Saucedo	ADN Program	Professional Development, Equipment, Supplies	\$ 92,913.20	Primary	N/A	Provide support to improve retention and completion rates of Nursing students.	State Formula Non-Competitive
THECB Nursing, Allied Health and Other Health-Related Education Grant Program (NAHP) #02081	6/30/2025	5/31/2027	Ashley White Justin Morgan	ADN Program	Personnel, Equipment, Supplies	\$ 150,000.00	Primary	N/A	Funds provide for equipment and supplies for the ADN program.	State Discretionary Competitive
Texas Workforce Commission Skills Development Funds #2825SDF002	8/6/2025	7/31/2026	Dr. Virginia Champion	CEWD	Instruction and Training	\$ 242,572.00	Primary	Locke Solutions, Frazer, First State Bank - Louise	Skills training for employees of Locke Solutions, Frazer, and First State Bank - Louise.	State Discretionary Competitive
Texas Higher Education Coordinating Board Perkins Basic Grant Project #264205	9/1/2025	8/31/2026	Dr. Marby McKinney	Technical Programs	Technical Supplies, Support, Equipment	\$ 203,801.00	Primary	N/A	Provide supplies and equipment required for technical program instruction.	State Formula Non-Competitive
Texas Higher Education Coordinating Board Perkins Leadership Grant Project #261174	9/1/2025	8/31/2026	Inez Ihezue	Prison Education	Personnel, Student Support	\$ 199,500.00	Primary	N/A	Support participants to obtain CTE training in prison.	State Discretionary Competitive
Office of the Governor Criminal Justice Grant Program #5318301	10/1/2025	9/30/2026	Chief Ronny Phillips	ACPD	Equipment - Radios	\$ 123,739.00	Primary	N/A	Funds provide for 15 personal radios for ACPD officers and 4 mobile unit radios for vehicles and base station.	State Discretionary Competitive
Office of the Governor Criminal Justice Grant Program #5481601	10/1/2025	9/30/2026	Chief Ronny Phillips	ACPD	Equipment - Vehicle	\$ 82,700.00	Primary	N/A	Funds provide for one Chevrolet Silverado 1500 Truck with law enforcement light package.	State Discretionary Competitive
Houston Endowment Planning to Maximize HB 8 Funding and Student Completion Grant #33954	11/1/2025	10/31/2026	Dr. Stacy Ebert	Institutional Improvement	Research and Contract Services	\$ 500,000.00	Primary	N/A	Provides for research services and technical assistance to develop an implementation plan for optimizing HB 8 funding.	Private / Foundation
Office of the Governor State and Local Cybersecurity Grant Program - Mitigation Projects 2	1/1/2026	12/31/2027	Billy Allen	Institutional Cybersecurity	Personnel, Software, Contract Services	\$ 84,276.24	Primary	N/A	Funds provide for upgrading institutional cybersecurity. 20% institutional match required. <i>Application submitted 2/13/2025. Budget amended by funder.</i>	State Discretionary Competitive
Texas Workforce Commission Skills for Small Business	3/17/2026	3/31/2027	Alison Brisco	CEWD	Instruction and Training	\$ 52,500.00	Primary	FlexMore	Skills training for employees of local small businesses.	State Discretionary Competitive
THECB Nursing Shortage Reduction Program (# 2162)	6/24/2026	3/31/2028	Elizabeth Saucedo	ADN Program	Personnel, Curriculum	\$ 87,283.99	Primary	N/A	Provide support to improve retention and completion rates of Nursing students.	State Formula Non-Competitive
STATE/FEDERAL GRANTS SUBTOTAL						\$ 6,092,378.69				

Grant Name/Fund Source	Begin Date	End Date	Personnel	Emphasis	Funds Utilization	Amount	Alvin College Role	Partner	Purpose	Grant Type
2025-2026 Alvin College Foundation Innovative Initiative Grant	9/1/2025	8/31/2026	Thirty Lacy	Vocational Nursing	Professional Development	\$ 2,000.00		N/A	2025 Texas Association of Vocational Nurse Educators (TAVNE) Conference for Vocational Nursing adjunct instructors.	Private / Foundation
2025-2026 Alvin College Foundation Innovative Initiative Grant	9/1/2025	8/31/2026	Dr. Chris Chance	History	Travel	\$ 2,000.00		N/A	Assists with travel costs associated with the Texas Study Abroad project for the Honors-level History of Texas (HIST 2301) course.	Private / Foundation
2025-2026 Alvin College Foundation Innovative Initiative Grant	9/1/2025	8/31/2026	Danielle Kemendo	Diagnostic Cardiovascular Sonography	Equipment & Supplies	\$ 1,500.00		N/A	50 dedicated ultrasound practice probes used by students to ensure they achieve comprehensive ergonomic and scanning proficiency.	Private / Foundation
2025-2026 Alvin College Foundation Innovative Initiative Grant	9/1/2025	8/31/2026	Denise Bates	Communication	Publication	\$ 1,600.00		N/A	Publish a magazine incorporating COMM-2311 Media Writing, COMM-2305 Editing and Layout, collaborating with students in Art courses to develop articles and visuals.	Private / Foundation
2025-2026 Alvin College Foundation Innovative Initiative Grant	9/1/2025	8/31/2026	Alex Ordonez	Art	Equipment & Supplies	\$ 3,000.00		N/A	Integration of a 3D clay printer into the Art Studio Fabrication Lab, enhancing student exposure, engagement, and access to this technology in the fields of Sculpture and Ceramics.	Private / Foundation

2025-2026 Alvin College Foundation Innovative Initiative Grant	9/1/2025	8/31/2026	Michael Mejia	Welding	Equipment & Supplies	\$ 3,000.00	N/A	Purchase an entry-level CNC plasma table to integrate advanced cutting technology into student training, providing hands-on experience with digital fabrication and aligning with industry standards.	Private / Foundation
2025-2026 Alvin College Foundation Innovative Initiative Grant	9/1/2025	8/31/2026	Dr. Alex Marriot	History	Production	\$ 950.00	N/A	The Make History Sing project, a collaboration between the History and Music Departments, will recreate lost and forgotten songs that touch upon significant historical themes from the Library of Congress's Music for the Nation: American Sheet Music, ca. 1820-1885 collection. One song per semester will be professionally recorded under the supervision of Dr. Kevin Moody and the Music Department. Recordings will be used in classroom instruction and permanently archived on the ACC website.	Private / Foundation
2025-2026 Alvin College Foundation Innovative Initiative Grant	9/1/2025	8/31/2026	Marby McKinney	Respiratory Care	Instruction	\$ 3,000.00	N/A	Resuscitation Quality Improvement (RQI) program curriculum to provide students with high-frequency, hands-on CPR training.	Private / Foundation
2025-2026 Alvin College Foundation Innovative Initiative Grant	9/1/2025	8/31/2026	Linley Glover	Nursing	Training, Equipment & Supplies, Travel	\$ 3,000.00	N/A	The Virtual Dementia Tour (VDT) allows students, faculty, and the community to experience a simulation of what life is like for people living with dementia.	Private / Foundation
Dow Foundation	9/1/2025	8/31/2026	Wendy Del Bello	Process Technology	Equipment	\$ 100,000.00	Primary	Funds provide for a portion of the cost of Process Technology simulation software for troubleshooting.	Private / Foundation
National Association for Community College Entrepreneurship Everyday Entrepreneur Grant	7/14/2025	7/13/2026	Dr. Mary Jove	Business	Personnel, Student Support, Marketing	\$ 5,000.00	Primary	Funds provide to conduct a student pitch competition around entrepreneurship.	Private / Foundation
Lyondell Basell	2/2/2026	8/31/2026	Wendy Del Bello	Student Support	Scholarships	\$ 5,000.00	Primary	Provides scholarships for Process Technology students.	Private Foundation
ALVIN COLLEGE FOUNDATION GRANTS SUBTOTAL						\$ 130,050.00			
TOTAL, ALL ACTIVE GRANTS						\$ 6,222,428.69			

Grant Name/Fund Source	Begin Date	End Date	Personnel	Emphasis	Funds Utilization	Amount	Alvin College Role	Partner	Purpose	Grant Type
Office of the Governor Criminal Justice Grant Program - Camera Project	10/1/2026	9/30/2027	Chief Ronny Phillips	Police Department	Equipment	\$ 44,646.36	Primary	N/A	Funds provide body-worn cameras for the Alvin College Police Department. <i>Application submitted February 12, 2026.</i>	State Discretionary Competitive
Office of the Governor Criminal Justice Grant Program	10/1/2026	9/30/2027	Chief Ronny Phillips	Police Department	Equipment	\$ 25,384.15	Primary	N/A	Funds provide equipment for the Alvin College Police Department. <i>Application submitted February 12, 2026.</i>	State Discretionary Competitive
Office of the Governor State and Local Cybersecurity Grant Program - Mitigation Projects 3	9/1/2026	8/31/2027	Billy Allen	Institutional Cybersecurity	Personnel, Software, Contract Services	\$ 79,835.33	Primary	N/A	Funds provide for upgrading institutional cybersecurity. 30% institutional match required. <i>Application submitted February 11, 2026.</i>	State Discretionary Competitive
Texas New Mexico Power Grants	9/1/2026	8/31/2027	Wendy Del Bello	Student Resource Center	Student Support	\$ 10,000.00	Primary	N/A	Provides funds to support students needing assistance with transportation, utilities, and basic needs items. <i>Application submitted May 28, 2026.</i>	Private Foundation
THECB Student Success And Acceleration Program (SSAP 3.0)	9/1/2026	8/31/2028	Lilly Guu	Wrap-around Services	Student Support	\$ 200,000.00	Primary	N/A	Provides financial supports for students with barriers to participation and completion. <i>Application submitted June 15, 2026.</i>	State Discretionary Competitive
Total, Grants in Funder Review						\$ 359,865.84				

Grant Name/Fund Source	Begin Date	End Date	Personnel	Emphasis	Funds Utilization	Amount	Alvin College Role	Partner	Purpose	Grant Type
Houston Endowment Implementation Grant	11/1/2026	10/31/2029	TBD	Student Services, CDL, and Logistics	Personnel, Equipment, Contract Services, Professional Development, Software	\$ 2,682,187.00	Primary	N/A	Supports a CDL and Logistics workforce training project, including student support services, a CRM system with early alert, equipment, and professional development. <i>Application due July 15, 2026.</i>	Private / Foundation
THECB Perkins Basic Grant	9/1/2026	8/31/2027	Dr. Deb Fontenot	Technical Programs	Personnel, Support, Technical Supplies, Equipment	\$ 211,524.00	Primary	N/A	Provide personnel, student assistance, supplies, and equipment required for technical program instruction. <i>Application due June 30, 2026.</i>	State Formula Non-Competitive
Total, Grants in Application Development						\$ 2,893,711.00				

Grants Reviewed by Alvin College but Not Pursued or Not Selected for Funding

Grant Name/Fund Source	Application Due Date	Application Submitted	Department	Amount	Alvin College Role	Partner	Purpose	Grant Type	Reason Declined / Not Funded
ACCTAC US-UK Community College and Technical Education Exchange Grant	10/3/2025	Y	Study Abroad	\$ 18,250.00	Primary	N/A	Provides funds for travel to the United Kingdom, program development and student scholarships	Private Foundation	Alvin College was not selected.
THECB Texas Reskilling and Upskilling for Education (TRUE) Grant	9/8/2025	Y	CEWD EMT Program	\$ 500,000.00	Primary	N/A	Provide for expanding CEWD EMT program by adding Paramedic.	State Discretionary Competitive	Alvin College was not selected.
Texas Historical Foundation	10/14/2025	Y	History Program	\$ 7,120.00	Primary	N/A	Funds support the <i>Experiencing Texas History</i> program for students to visit key prehistoric and historic sites as part of the Honors-level History of Texas Course.	Private Foundation	Alvin College was not selected.
U.S. Department of Education FIPSE Special Projects	12/5/2025	N	Program Development	\$ 1,000,000.00	Primary	N/A	Funds would be used to develop new trades programs.	Federal Discretionary Competitive	Alvin College determined there was not enough time to assemble an application. The college will pursue preparing an application for a future competition.
TWC College Credit for Heroes Grant	11/6/2025	Y	Pathways	\$ 200,000.00	Primary	N/A	Provide personnel to develop a fully integrated system for standardized evaluation of Military Transcripts.	State Discretionary Non-Competitive	Alvin College was not selected.
TWC JET Grant (Jobs and Education for Texans) 2026	1/12/2026	N	Welding	\$ 375,000.00	Primary	N/A	Funds provide for Welding equipment. 5-10% institutional match required.	State Discretionary Competitive	The identified departments did not meet application requirements, therefore, the college did not apply at this time.
TWC Governor's Texas Talent Connection Grant under the Wagner-Peyser 7(b) Fund	3/31/2026	N	Fire Academy	\$ 350,000.00	Primary	N/A	Funds would be used to develop a new fire academy program.	State Discretionary Competitive	Alvin College determined that more research is needed before proceeding with a program such as this.
Texas New Mexico Power Non-Traditional Education Pathways Grant	7/8/2025	Y	STRIVE Program	\$ 15,000.00	Primary	N/A	Supports STRIVE students with job exploration.	Private Foundation	Alvin College was not selected.
Texas New Mexico Power Grant	8/29/2025	Y	Law Enforcement Academy	\$ 10,000.00	Primary	N/A	Provides the Law Enforcement Academy with two commercial rowing machines for cadet physical training. <i>Application submitted August 29, 2025.</i>	Private Foundation	Alvin College was not selected.
TWC College Credit for Heroes Grant	3/6/2026	Y	Veterans	\$ 200,000.00	Primary	N/A	Provide personnel to develop a fully integrated system for standardized evaluation of Military Transcripts.	State Discretionary Non-Competitive	Alvin College was not selected.

10.C. **Personnel Action (Replacement): Faculty, Chemistry 9M**



Robert J. Exley, PhD
President

MEMORANDUM NO: 101-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD

A handwritten signature in blue ink, appearing to read 'RJE', is placed over the 'FROM' line.

DATE: July 14, 2026

SUBJECT: Personnel Action – Replacement Position, Faculty, Chemistry 9M

The individual listed below has been recommended to fill the full-time Faculty, Chemistry 9M position, which is a replacement for Brian Berger.

Funding Source: 11-3-14200-61405

Candidate

Recommended: Dr. Todd Gatlin

Education: University of South Florida
Doctor of Philosophy, Chemistry

Clemson University
Master of Science, Chemistry

University of Mississippi
Bachelor of Arts in Secondary Education

Dr. Todd Gatlin is an accomplished chemistry educator with a Ph.D. in Chemistry from the University of South Florida and more than 15 years of teaching experience at both the secondary and post-secondary levels. He is currently teaching AP Chemistry, Honors Chemistry, and Chemistry at Angleton ISD. He has also served as an adjunct instructor at the University of Michigan-Dearborn and brings extensive experience in curriculum development, laboratory instruction, teacher training, and student success initiatives. Dr. Gatlin is a recognized award-winning educator, earning the 2024 ACS Brazosport Excellence in Teaching Award and multiple Distinguished Educator honors for excellence in STEM education.

Grade 9/PHD/Step 10, 2025 - 2026 / 9 Month Faculty Salary Schedule

RJE:fmj

JOB DESCRIPTION

Job Title:	Faculty, Chemistry (PID:15)		
Department:	Natural & Physical Sciences	FLSA Status:	Exempt
Reports To:	Dean of Arts & Sciences	Salary Step:	Based on Contract Length / Degree
ORP Eligible:	Yes	Job Category:	Full-Time Faculty
Contractual Position:	Yes		
HR approved:	Human Resources/LG	Date:	2/9/2026
Last updated by:	Dean A&S/Dr. George	Date:	2/5/2026

SUMMARY

The instructor will teach a variety of courses within the Chemistry discipline in the Department of Natural and Physical Sciences.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Instruct and supervise a diverse population of students in the classroom at various times and locations (Alvin College Main campus, satellite campuses, dual enrollment campuses, TDCJ, online, etc.)
- Demonstrate a strong commitment to student engagement, academic success, and instructional excellence.
- Prepare and utilize course syllabi, learning objectives, and assessments in alignment with institutional guidelines and accreditation standards.
- Utilize innovative teaching methodologies, instructional technologies, and diverse educational resources to enhance student learning.
- Assist in the recruitment, retention and student success initiatives
- Advise students in academic matters or refers students to appropriate resources
- Assess students' performance through a range of measurement activities and keeps them informed of their progress in a timely manner
- Engage students through posted office hours and electronic communication
- Utilize technology to facilitate learning and to access data, maintain records, generate reports, and communicate with others
- Assist in the development, distribution and collection of assessments for courses and program objectives
- Foster a collegial and professional environment by building positive relationships with students, faculty, administrators, and the community.
- Submit timely college reports and forms to the appropriate divisions and departments
- Provide recommendations to the Instructional Dean, Department Chair, and appropriate college committees regarding curriculum, instruction and division operations
- Engage in professional development to stay current with advancements in the respective disciplines and higher education pedagogy.
- Serve on departmental, division or college taskforces or committees or any institutional service opportunity.

- Adhere to Alvin College's policies and procedures.
- Perform other duties as assigned in support of the institution's mission and academic excellence.
- Other duties as assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform the essential duties and responsibilities listed above. The qualifications listed below are representative of the education, experience, knowledge, skills, and/or abilities required.

REQUIRED QUALIFICATIONS

- Master's degree in chemistry or Biochemistry or Chemical Engineering **OR** a Master's degree with 18 graduate hours in Chemistry.

PREFERRED QUALIFICATIONS

- Prior teaching experience at the college level.
- Bilingual – English/Spanish

KNOWLEDGE, SKILLS, AND ABILITIES

- Demonstrate effective communication skills, both written and oral
- Knowledge of established laboratory safety guidelines and procedures
- Must have a working knowledge of Microsoft Office programs, as well as intermediate computer skills
- Must be familiar with interactive teaching methods and instruction via the Internet
- Demonstrates an understanding of Alvin College's core values in serving in a manner that promotes the College as a strong community asset, being accountable, acting in a manner that is responsive, striving for excellence, and maintaining a student-centered focus

WORK ENVIRONMENT

The employee typically works in an office environment and uses a computer, telephone and other office equipment as needed to perform duties. The noise level in the work environment is typical of that of an office. Employee may encounter frequent interruptions throughout the work day.

PHYSICAL DEMANDS

The employee is regularly required to sit, talk, or hear; frequently required to use repetitive hand motion, handle or feel, and to stand, walk, reach, bend or lift up to twenty (20) pounds.

AI STATEMENT

Working knowledge of artificial intelligence (AI) tools and the ability to use them responsibly, ethically, and in compliance with organizational guidelines.

Alvin College is an equal opportunity institution and does not discriminate against anyone on the basis of race, religion, color, sex, pregnancy, gender equity, sexual orientation, parental status, national origin, age, disability, family medical history or genetic information, political affiliation, military service or veteran's status.

This position requires a criminal history and/or motor vehicle records check.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.

This job description may be revised upon development of other duties and changes in responsibilities.

X

EMPLOYEE PRINTED NAME

X

SUPERVISORS PRINTED NAME

X

EMPLOYEE SIGNATURE AND DATE

X

SUPERVISOR SIGNATURE AND DATE

Sign and return to HR for placement into employee personnel file.

10.D. **Personnel Action (Replacement): Faculty, Automotive Technology 12M**



Robert J. Exley, PhD
President

MEMORANDUM NO: 102-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD *RJE*

DATE: July 14, 2026

SUBJECT: Personnel Action – Replacement Position, Faculty, Automotive Technology 12M

The individual listed below has been recommended to fill the full-time Faculty, Automotive Technology 12M position, which is a replacement for David Mustain.

Funding Source: 11-3-13080-61406

Candidate

Recommended: Lloyd Whitaker

Education:

Texas A& M University - Commerce

Bachelor of Applied Arts and Sciences, Organizational Leadership

San Jacinto College

Associates of Applied Science, Automotive Technology

Mr. Whitaker is an accomplished automotive educator and ASE Master Automotive Technician with nearly 20 years of experience leading secondary automotive technology programs and more than 25 years of industry experience in vehicle diagnostics, repair, and service operations. He is currently serving as an Automotive Instructor at Atascocita High School. He successfully developed and expanded the program, aligned curriculum and equipment to achieve ASE MLR accreditation, and serves as Chair of the Humble ISD Business and Education Advisory Committee for automotive programs. Mr. Whitaker holds a Bachelor of Applied Arts and Sciences in Organizational Leadership from Texas A&M University-Commerce and an Associate of Applied Science in Automotive Technology from San Jacinto College, bringing expertise in curriculum development, leadership, workforce training, and industry engagement

Grade 12/TECH/Step 10, 2025 - 2026 / 12 Month Faculty Salary Schedule

RJE:fmj

JOB DESCRIPTION

Job Title:	Faculty, Automotive Technology 12 Month (PID:101)		
Department:	Automotive Technology	FLSA Status:	Exempt
Reports To:	Dean, Career & Technical Programs	Salary Step:	Based on Contract Length / Degree
ORP Eligible:	Yes	Job Category:	Full-Time Faculty
Contractual Position:	Yes		
HR approved:	Human Resources/LG	Date:	4/21/2026
Last updated by:	David Mustain/Harold Griffin/LAM	Date:	4/17/2026

SUMMARY

The full-time Automotive Technology Instructor will primarily provide hands-on instruction in all areas of automotive repair and maintenance for adult learners within the Texas Department of Criminal Justice (TDCJ) at the Jester 3 Unit in Richmond, Texas. This position supports workforce development and reentry efforts by preparing students with the technical knowledge, industry certifications, and employability skills needed for success in the automotive field. The instructor will deliver curriculum aligned with state and college standards, ensure a safe and productive learning environment, and collaborate with TDCJ staff and college administrators to maintain compliance with institutional and facility guidelines. The ideal candidate will possess strong communication skills, demonstrated expertise in automotive systems, and a commitment to student growth, rehabilitation, and professional excellence.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Instruct and supervise a diverse population of students in the classroom at various times and locations
- Possess a commitment to student engagement, student success, and instructional excellence
- Demonstrate effective communication skills, both written and oral
- Prepare and utilize a course syllabus and assessments for each course using guidelines established by the institution
- Maintain current knowledge of effective teaching methodologies and utilizes a variety of instructional delivery methods, classroom media, and educational resources
- Assist in the recruitment and retention of students
- Advise students in academic matters or refers students to appropriate resources
- Assess students' performance through a range of measurement activities and keeps them informed of their progress in a timely manner
- Engage students face-to-face and through electronic communications
- Utilize technology to facilitate learning and to access data, maintain records, generate reports, and communicate with others
- Assist in the development, distribution and collection of assessments for courses and program objectives

- Build positive and professional relationship with students, colleagues, college administration, TDCJ staff, TDCJ administration, and the community
- Submit timely college reports and forms to the appropriate divisions and departments
- Provide recommendations to the Instructional Dean, Department Chair, and appropriate college committees regarding curriculum, instruction and division operations
- Exhibit a commitment to lifelong learning through participation in professional development activities
- Adhere to Alvin College's policies and procedures
- Attend institutional meetings as required
- Maintain automotive tool and equipment inventory as per TDCJ regulations.
- Maintain log books for chemical supplies as per TDCJ regulations to also include SDS files.
- Other duties as assigned

To perform this job successfully, an individual must be able to perform the essential duties and responsibilities listed above. The qualifications listed below are representative of the education, experience, knowledge, skills, and/or abilities required.

QUALIFICATIONS

REQUIRED QUALIFICATIONS

- Associate's degree or higher in Automotive Technology or related field and three (3) years of non-teaching work experience in the field or
- Automotive Service Excellence (ASE) Master certification and three (3) years of non-teaching work experience in the field

PREFERRED QUALIFICATIONS

- Bilingual - English/Spanish
- Current ASE Certification in all eight (8) areas L1 and G1
- Prior teaching experience at the college level

KNOWLEDGE, SKILLS, AND ABILITIES

- Must have a working knowledge of Microsoft Office programs, as well as intermediate computer skills.
- Must be familiar with interactive teaching methods and instruction via the Internet.
- Working knowledge of Blackboard course management system.

WORK ENVIRONMENT

The incumbent typically works in classroom and lab environments and uses computers, machinery, and instructional tools. The incumbent may be expected to deliver industry-based courses at physical locations away from the main campus (companies, AC West, etc.). Noise level is typical of automotive shop setting, so precautions should be taken to protect hearing. The temperature level in the work environment is typical of that of an unairconditioned classroom/automotive shop. The instructor must be aware of and enforce all safety protocols.

PHYSICAL DEMANDS

The employee is regularly required to stand, walk, and use hands to handle tools or equipment. Must be able to lift to fifty (30) pounds and work in a physically active environment.

Alvin College is an equal opportunity institution and does not discriminate against anyone based on race, religion, color, sex, pregnancy, gender equity, sexual orientation, parental status, national origin, age, disability, family medical history or genetic information, political affiliation, military service or veteran's status.

This is a security sensitive position and requires a criminal history and/or motor vehicle records check.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.

This job description may be revised upon development of other duties and changes in responsibilities.

X

EMPLOYEE PRINTED NAME

X

SUPERVISORS PRINTED NAME

X

EMPLOYEE SIGNATURE AND DATE

X

SUPERVISOR SIGNATURE AND DATE

Sign and return to HR for placement into employee personnel file.

11. **President's Report**
12. **Campus Modernization Status Report**
13. **Consider Approval of the Learning Management System**



Robert J. Exley, PhD
President

MEMORANDUM NO: 094-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD *RJE*

DATE: July 8, 2026

SUBJECT: Learning Management System

Over the last twenty-plus years, the College has exclusively relied on and contracted with Blackboard for a Learning Management System (LMS) for the provision of a digital platform that centralizes course delivery, student tracking, and engagement, enhancing both teaching and learning experiences.

Recently, faculty and staff engaged three DIR (Texas Department of Information Resources) cooperative contract providers, Canvas, D2L, and Blackboard, to provide proposals and pricing for a five-year LMS agreement. Each provider brings a unique and formidable solution for consideration. Pricing for a five-year agreement would be:

- Blackboard – \$574,630
- D2L – \$576,520
- Canvas – \$509,014

Last year, the College migrated to the Ultra Experience with Blackboard. Faculty perceptions of the move were overwhelmingly positive, based on a survey conducted by Dr. Mann and Institutional Effectiveness and Research (IER).

The pricing above is not fully apples-to-apples. Ally, an accessibility tool, is included in the Blackboard quote but not in the Canvas quote; that tool alone costs \$59,712 over five years. Adjusting the Canvas total to include a comparable accessibility tool brings its effective five-year cost to approximately \$568,726, still below Blackboard's price, but by a narrower margin than the headline numbers suggest.

In addition, the Canvas quote includes a free first year as a transition incentive. Without that incentive, Canvas's five-year price would have been approximately \$615,000.00, making it more expensive than Blackboard rather than less. If the College were to move away from Blackboard, it would also need to budget for at least one additional year of overlapping Blackboard service during the transition, estimated at approximately \$85,000.00. Factoring in both the loss of the first-year discount and the overlap cost, switching to Canvas would carry a real additional cost beyond its quoted price.

Separately, the renewed agreement with Blackboard would now include Video Studio and an AI Virtual Assistant, tools not currently under contract with the College, at a discounted cost of approximately \$29,000 per year if we go with a 5-year contract rather than a 3-year contract.

Recommendation: Staff and faculty recommend that the Board authorize the President to negotiate and contract with Blackboard for a five-year agreement for LMS, for an amount not to exceed \$574,630, effective September 1, 2026.

RJE:fmj

14. **Consider Approval of Legal Fee Increase - Rogers, Morris & Grover, LLP**



Robert J. Exley, PhD
President

MEMORANDUM NO: 103-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD

A handwritten signature in blue ink, appearing to read 'RJE', is placed over the name 'Robert J. Exley' in the 'FROM' field.

DATE: July 16, 2026

SUBJECT: Consider Approval of Legal Fee Increase - Rogers, Morris & Grover, LLP

The College has a contract for legal services with Rogers, Morris & Grover, LLP ("RMG"). These services include and are not limited to General Counsel to the Board and legal advisory to the President and the Executive Leadership.

In the August 2025 Annual Purchasing Request, the Board of Regents authorized the College to encumber \$170,000 for legal services in the current fiscal year. However, throughout the fiscal year, the need for legal consultations exceeded initial projections.

The increase was driven by several factors. The issues that arose after the original budget was set included: personnel/human resource matters, real estate transactions, the issuance of a maintenance tax note, as well as architecture/engineering (A/E) and construction management at-risk (CMAR) matters related to a large construction project. Accordingly, the College is requesting an additional spending authorization of \$150,000 for the remainder of this fiscal year.

Staff recommends authorizing the President and the Vice President of Administration to increase legal services spending authority by \$150,000 for the remainder of the fiscal year.

RJE:fmj

15. **Consider Approval of the Employee Contract Recommendations for 2026-2027**



Robert J. Exley, PhD
President

MEMORANDUM NO: 096-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD *RJE*

DATE: July 8, 2026

SUBJECT: Contract Recommendations 2026-2027

Attached is a list of employment contract recommendations for the 2026–2027 fiscal year for the Board's consideration and approval that includes Administrative and Professional employees.

All recommendations may be impacted by the need to reduce financial expenditures if the College faces a situation of financial exigency.

RJE:fmj

CONTRACT RECOMMENDATIONS FY 2026-2027

ADMINISTRATIVE

1	Wendy Del Bello	VP, Development & Outreach
2	Stacy Ebert	Provost & VP, Workforce & Strategy
3	Linnet George	Dean, Arts & Sciences
4	Kelly Klimpt	VP, Information Technology
5	Haley Lovell	Dean, General Education & Academic Support
6	John Matula	VP, Student Services
7	Marby McKinney	Dean, Health Sciences
8	Leigh Ann Moore	Associate Provost
9	John Murray	Executive Director, Legal Studies
10	Beth Nelson	VP & CFO
11	Kelley Peatross	VP, Human Resources
12	Jessica Ranero-Ramirez	Dean, College Access & Partnerships
13	Patrick Sanger	Dean / Executive Director, IER
14	Vacant	Dean Career & Technical Programs

PROFESSIONAL

1	William "Billy" Allen	Director, I.T. Operations
2	Sharmeal Archie	Director, Dual Enrollment
3	Lilly Garcia	Director, Grants
4	Lola "Lilly" Guu	Director, Student Accessibility & Counseling
5	Lindsey Hindman	Executive Director, Human Resources
6	Bryan Hinshaw	Director, Physical Plant
7	Cara Hogan	Director, Institutional Research & CEWD
8	Chakoa Jefferson	Director, TDCJ
9	Laurel Joseph	Controller
10	Gabriela Leon	Director, Financial Aid
11	Mark Love	Director, Library & Academic Support
12	Huff Mann	Director, Distance Education
13	Philip O'Brien	Director, Institutional Effectiveness
14	Danielle Thomas	Registrar
15	Alan Phillips	Director, Purchasing
16	Elizabeth Saucedo	Director, Nursing Programs
17	Michelle Shadrake	Director, Enterprise Applications
18	Amanda Smithson	Director, Recruitment / Enrollment
19	Danielle Thomas	Registrar
20	Karen Tofte	Director, Child Development Lab School
21	John Tompkins	Director, Government Affairs
22	Luis G "William" Trevino	Director, Testing
23	Scott Turnbough	Director, Marketing & Media
24	Juan Estevan Vasquez	Director, Athletics

16. **Consider Approval of a Resolution for Prevailing Wage Rate for Facilities Projects**



Robert J. Exley, PhD
President

MEMORANDUM NO: 093-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD *RJE*

DATE: July 8, 2026

SUBJECT: Consideration of a Resolution for Prevailing Wage Rate for Facilities Projects

Texas Government Code Chapter 2258 requires a current analysis of Prevailing Wage Rates in connection with construction of a public building with public funds. PBK Architects, Inc., on behalf of public-school districts and public community colleges in the area, conducted a survey (the "Study") of Prevailing Wage Rates for construction trades in accordance with the requirements of Texas Government Code Chapter 2258. PBK Architects, Inc. has expressly authorized the College's use of the Study attached hereto as Exhibit "A."

The proposed Resolution adopts the Prevailing Wage Rates as indicated. It should be noted that failure to adopt this resolution will automatically default on the wage rates to Davis Bacon. Davis Bacon rates are higher than local prevailing rates.

Staff recommends that the Board of Regents adopt the wage rates in Exhibit A and permit the Board Chairperson to execute the Resolution.

RJE:fmj

RESOLUTION OF THE BOARD OF REGENTS OF ALVIN COLLEGE

The Board of Regents of Alvin College (the “College”) hereby makes the following findings in connection with College facilities projects:

1. Texas Government Code Chapter 2258 requires a current analysis of Prevailing Wage Rates in connection with construction of a public building with public funds;
2. PBK Architects, Inc., on behalf of public school districts and public community colleges in the area, conducted a survey (the “Study”) of Prevailing Wage Rates for construction trades in accordance with the requirements of Texas Government Code Chapter 2258;
3. PBK Architects, Inc. has expressly authorized the College’s use of the Study attached hereto as Exhibit “A.”

BE IT, THEREFORE, RESOLVED that Alvin College hereby adopts the Prevailing Wages reflected in the Study for use on all College facilities projects.

Passed the ____ day of _____, 2026.

President, Board of Regents
Alvin College

Attest: _____
Secretary, Board of Trustees
Alvin College

EXHIBIT A

Prevailing Wage Rate Determination Information

The following information is from Chapter 2258 Texas Government Code:

Sec. 2258.021. Right to be Paid Prevailing Wage Rates.

- (a) A worker employed on a public work by or on behalf of the state or a political subdivision of the state shall be paid:
 - (1) not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the work is performed; and
 - (2) not less than the general prevailing rate of per diem wages for legal holiday and overtime work.
- (b) Subsection (a) does not apply to maintenance work.
- (c) A worker is employed on a public work for the purposes of this section if the worker is employed by a contractor or subcontractor in the execution of a contract for the public work with the state, a political subdivision of the state, or any officer or public body of the state or a political subdivision of the state.

Sec. 2258.023. Prevailing Wage Rates to be paid by Contractor and Subcontractor; Penalty.

- (a) The contractor who is awarded a contract by a public body or a subcontractor of the contractor shall pay not less than the rates determined under Section [2258.022](#) to a worker employed by it in the execution of the contract.
- (b) A contractor or subcontractor who violates this section shall pay to the state or a political subdivision of the state on whose behalf the contract is made, \$60 for each worker employed for each calendar day or part of the day that the worker is paid less than the wage rates stipulated in the contract. A public body awarding a contract shall specify this penalty in the contract.
- (c) A contractor or subcontractor does not violate this section if a public body awarding a contract does not determine the prevailing wage rates and specify the rates in the contract as provided by Section [2258.022](#).
- (d) The public body shall use any money collected under this section to offset the costs incurred in the administration of this chapter.
- (e) A municipality is entitled to collect a penalty under this section only if the municipality has a population of more than 10,000.

Sec. 2258.051. Duty of Public Body to Hear Complaints and Withhold Payment.

A public body awarding a contract, and an agent or officer of the public body, shall:

- (1) take cognizance of complaints of all violations of this chapter committed in the execution of the contract; and
- (2) withhold money forfeited or required to be withheld under this chapter from the payments to the contractor under the contract, except that the public body may not withhold money from other than the final payment without a determination by the public body that there is good cause to believe that the contractor has violated this chapter.

Prevailing Wage Rates – School Construction Trades

June 2, 2025

Texas Gulf Coast Area

CLASSIFICATION	2025 HOURLY RATE
ASBESTOS WORKER	\$27.20
BRICKLAYER; MASON	\$24.90
CARPENTER; CASEWORKER	\$23.13
CARPET LAYER; FLOOR INSTALLER	\$26.20
CONCRETE FINISHER	\$23.83
DATA COMM/TELE COMM	\$24.33
DRYWALL INSTALLER; CEILING INSTALLER	\$24.33
ELECTRICIAN	\$29.86
ELEVATOR MECHANIC	\$39.78
FIREPROOFING INSTALLER	\$22.99
GLAZIER	\$23.25
HEAVY EQUIPMENT OPERATOR	\$22.17
INSULATOR	\$21.95
IRONWORKER	\$26.50
LABORER, HELPER	\$19.81
LATHERER; PLASTERER	\$22.75
LIGHT EQUIPMENT OPERATOR	\$28.75
METAL BUILDING ASSEMBLER	\$24.00
PAINTER; WALL COVERING INSTALLER	\$20.17
PIPEFITTER	\$29.82
PLUMBER	\$27.98
ROOFER	\$22.50
SHEET METAL WORKER	\$29.96
SPRINKLER FITTER	\$23.00
STEEL ERECTOR	\$26.00
TERRAZZO WORKER	\$22.75
TILE SETTER	\$22.00
WATERPROOFER; CAULKER	\$24.00

This document was developed by PBK Architects, Inc., in strict accordance with Chapter 2258 of the Texas Government Code.

Prevailing Wage Rates

Worker Classification Definition Sheet

CLASSIFICATION	DEFINITION
ASBESTOS WORKER	Worker who removes and disposes of asbestos materials.
BRICKLAYER; MASON	Craftsman who works with masonry products, stone, brick, block, or any material substituting those materials and accessories.
CARPENTER; CASEWORKER	Worker who build wood structures or structures of any material which has replaces wood. Includes rough and finish carpentry, hardware and trim.
CARPET LAYER; FLOOR INSTALLER	Worker who installs carpets and /or floor coverings, vinyl tile.
CONCRETE FINISHER	Worker who floats, trowels, and finishes concrete.
DATA COMM/TELE COMM	Worker who installs data/telephone and television cable and associate equipment and accessories.
DRYWALL; CEILING INSTALLER	Worker who installs metal framed walls and ceiling, drywall coverings, ceiling grids, and ceilings.
ELECTRICIAN	Skilled craftsman who installs or repairs electrical wiring and devices. Includes fire alarm systems and HVAC electrical controls.
ELEVATOR MECHANIC	Craftsman skilled in the installation and maintenance of elevators.
FIREPROOFING INSTALLER	Worker who sprays or applies fire proofing materials.
GLAZIER	Worker who installs glass, glazing, and glass framing.
HEAVY EQUIPMENT OPERATOR	Includes but not limited to: all CAT tractors, all derrick-powered, all power operated cranes, back-hoes, back-fillers, power operated shovels, winch trucks, and all trenching machines.
INSULATOR	Worker who applies, sprays, or installs insulation.
IRONWORKER	Skilled craftsman who erects structural steel framing, and installs structural concrete Rebar.
LABORER, HELPER	Worker qualified for only unskilled or semi-skilled work. Lifting, carrying materials or tools, hauling, digging, clean up.
LATHERER; PLASTERER	Worker who installs metal framing and lath. Worker who applies plaster to lathing and installs associated accessories.
LIGHT EQUIPMENT OPERATOR	Includes but not limited to , air compressors, truck crane drivers, flex planes, building elevators, form graders, concrete mixers less than 14cf, conveyers.
METAL BUILDING ASSEMBLER	Worker who assembles pre-made metal buildings.
PAINTER; WALL COVERING INSTALLER	Worker who prepares wall surfaces and applies paint and/or wall coverings, tape, and bedding.
PIPEFITTER	Trained worker who installs piping systems, chilled water piping and hot water (boiler) piping, pneumatic tubing controls, chillers, boilers, and associated mechanical equipment.
PLUMBER	Skilled craftsman who installs domestic hot and cold water piping, waste piping, storm system piping, water closets, sinks, urinals, and related work.
ROOFER	Worker who installs roofing materials, Bitumen (asphalt and coal tar) felts, flashings, all types of roofing membranes, and associated products.
SHEET METAL WORKER	Worker who installs sheet metal products, Roof metal, flashings and curbs, ductwork, mechanical equipment, and associated metals.
SPRINKLER FITTER	Worker who installs fire sprinklers systems and fire protectant equipment.
STEEL ERECTOR	Worker who erects and dismantles structural steel frames of buildings and other structures.
TERRAZZO WORKER	Craftsman who places and finishes Terrazzo
TILE SETTER	Worker who prepares wall and/or floor surfaces and applies ceramic tiles to these surfaces.
WATERPROOFER; CAULKER	Worker who applies water proofing material to buildings. Products include sealant, caulk, sheet membranes, and liquid membranes, sprayed, rolled or brushed.

17. **Consider Approval of the Childcare Fee Changes**



Robert J. Exley, PhD
President

MEMORANDUM NO: 105-2026

TO: Board of Regents
FROM: Robert J. Exley, PhD 
DATE: July 14, 2026
SUBJECT: Childcare Fee Changes

Attached is the recommended fee increase schedule for the Childcare Lab School for Fiscal Year 2027, to take effect at the beginning of the new school year.

These adjustments are necessary to help offset the rising costs of maintenance and operations associated with the Childcare Lab School.

RJE:fmj

2026-2027 Tuition and Fees Recommendations

Department	Requested By	Description of Request	Old Fee	Amt of Increase/ Decrease	Updated or New Fee	Rationale	Effective Date	Tuition Fee Course Fee Cashier Fee
Lab School	Karen Tofte	Increase in Childcare Fees - Toddlers	\$ 185.00	\$ 15.00	\$ 200.00	1. Rising operating costs 2. Closer alignment with fees charged by area centers	Fall 2026	Childcare Fees
Lab School	Karen Tofte	Increase in Childcare Fees - Twos	\$ 180.00	\$ 15.00	\$ 195.00	1. Rising operating costs 2. Closer alignment with fees charged by area centers	Fall 2026	Childcare Fees
Lab School	Karen Tofte	Increase in Childcare Fees - Threes, Preschool, and Pre-K	\$ 170.00	\$ 20.00	\$ 190.00	1. Rising operating costs 2. Closer alignment with fees charged by area centers	Fall 2026	Childcare Fees

18. **Consider Approval of the Repeal of Policy EGAB(Local)**



Robert J. Exley, PhD
President

MEMORANDUM NO: 104-2026

TO: Board of Regents
FROM: Robert J. Exley, PhD *RJE*
DATE: July 14, 2026
SUBJECT: Repeal of Policy EGAB (Local)

Policy EGAB (Local) currently requires the College to publish a schedule of final exams to occur during a final exam period designated on the academic calendar. This provision assumes a distinct "final exam period" separate from regular instruction, requiring its own published schedule.

The practice became increasingly impractical following the adoption of 8-week semesters. With a mix of 16-week and 8-week courses, developing a schedule for the first 8-week session created conflicts with courses offered across the full 16-week term. Furthermore, the scheduling constraints resulted in a shortened second 8-week session, reducing flexibility and creating additional operational challenges.

In current practice, final exams are administered during the final week of each semester at each course's regularly scheduled class meeting time. There is no separate final exam period requiring a distinct published schedule, as classes simply conclude with an exam session at their normal time and location. As a result, the policy no longer reflects actual institutional practice and creates an administrative requirement, publishing a standalone exam schedule that serves no practical function.

Administration recommends that the Board of Regents repeal Policy EGAB (Local) in its entirety, as it is superseded by current academic scheduling practice and no longer serves an operational purpose.

RJE:fmj

The College President or designee shall develop a schedule of final exams to occur during each final exam period designated on the academic calendar. The final exam schedule shall be published in the College District catalog.

19. **Consider Approval of the Nursing Licensure Preparation Services**



Robert J. Exley, PhD
President

MEMORANDUM NO: 095-2026

TO: Board of Regents
FROM: Robert J. Exley, PhD *RJE*
DATE: July 8, 2026
SUBJECT: Nursing Licensure Preparation Services

The Nursing program relies heavily on licensure preparation services for the NCLEX-RN and the NCLEX-PN. Over the years, these services have proved invaluable to our students, faculty, and staff.

In the Spring of this year, the Nursing Program Director and Purchasing office developed a scope of work and issued an RFP (26-103) for the licensure and preparation services. On March 17, 2026, four responses were received by the College. The responses were evaluated by faculty and staff based on the criteria detailed in the solicitation. Unfortunately, it was immediately evident that the scope was too broad and did not meet all the needs of the College.

On April 29, 2026, Purchasing released a re-advertisement of the RFP with a more defined scope and desirable outcomes. Responses from six potential providers were received. Again, faculty and staff formally evaluated the responses and met with two respondents (Elsevier and ATI Testing) for clarity and presentation of the offering. After careful consideration and evaluation, faculty have determined that the best overall value to Nursing students would be an agreement with Elsevier for the LVN program and ATI Testing for the ADN program. Pricing for the programs are as follows, per student:

LVN (Licensed Vocational Nurse): The program with Elsevier will commence with incoming sixty (60) students in June 2027 and end with the class in May 2028. The cost per student is \$1,976.00, which includes textbooks paid through course fees. Total for the two-year agreement is approximately \$240,000.00.

ADN (Associates Degree in Nursing): The program with ATI will commence with the incoming one-hundred sixteen (116) students in January 2027 and end with the class in December 2028. The cost per student is \$1,895.00 (first year) and \$1,995.00 (second year), which includes resources paid through course fees. Total for the two-year agreement is approximately \$452,000.00.

Staff recommends that the Board of Regents authorize the President to conduct any necessary negotiations with both Elsevier and ATI Testing and to contract for a period of two years for an approximate total of \$692,000.00 and consider options to renew annually for three additional years.

RJE:fmj

20. **Consider Approval of the 2026-2027 Board of Regents Meeting Schedule**



Robert J. Exley, PhD
President

MEMORANDUM NO: 097-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD *RJE*

DATE: July 8, 2026

SUBJECT: Consider Approval of the 2026-2027 Board of Regents Meeting Schedule

The proposed meeting schedule for the 2026–2027 fiscal year requires official Board action for adoption. A copy of the calendar will be provided at the Board meeting.

It is recommended that the Board of Regents adopt the proposed meeting schedule for the 2026–2027 fiscal year as presented.

RJE:fmj



BOARD of REGENTS
Meeting Schedule: September 2026 – August 2027

Fall 2026

Wednesday	September 23, 2026	Regular Board Meeting	6:00 p.m.
Thursday	October 29, 2026	Regular Board Meeting	6:00 p.m.
Thursday	November 19, 2026	Regular Board Meeting	6:00 p.m.

Spring 2027

Saturday	January 9, 2027	Annual Board Retreat	TBD
Thursday	January 14, 2027	Regular Board Meeting	6:00 p.m.
Thursday	February 25, 2027	Regular Board Meeting	6:00 p.m.
Thursday	March 25, 2027	Regular Board Meeting	6:00 p.m.
Thursday	April 29, 2027	Regular Board Meeting	6:00 p.m.
Thursday	May 20, 2027	Regular Board Meeting	6:00 p.m.

Summer 2027

Monday	June 7, 2027	Budget Workshop	NOON – 3:30 p.m.
Thursday	June 24, 2027	Regular Board Meeting	6:00 p.m.
Monday	July 12, 2027	Board Workshop	NOON – 3:30 p.m.
Thursday	July 22, 2027	Regular Board Meeting	6:00 p.m.
Monday	August 9, 2027	Budget Workshop	NOON – 3:30 p.m.
Thursday	August 19, 2027	Regular Board Meeting	6:00 p.m.

21. **Financial Report Ending June 30, 2026**



Robert J. Exley, PhD
President

MEMORANDUM NO: 109-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD

A handwritten signature in blue ink, appearing to read 'RJE', is placed over the name 'Robert J. Exley'.

DATE: July 16, 2026

SUBJECT: Financial Report - Year-to-Date Ending June 30, 2026

Elizabeth Nelson, CFO, will provide the monthly financial report for the board.

The monthly report will provide an update of our revenues and expenses year-to-date compared to our budget projections for the 2025-2026 fiscal year. Table 1 provides an overview.

Table 1.

					Over/(Under)
	Revenues	M&O Budget	M&O Actual	% of Budget	Budget
	Total Operating Revenues	7,919,280	8,843,727	111.67%	924,447
	Total Non-Operating Revenues	47,972,843	46,888,427	97.74%	(1,084,416)
	Total Revenues	55,892,123	55,732,154	99.71%	(159,969)

					Over/(Under)
	Expenses	M&O Budget	M&O Actual	% of Budget	Budget
	Total Operating Expenses	55,892,123	40,775,322	72.95%	(15,116,801)

This represents ten months (or 83.3%) of the fiscal year, with operating revenues on track and expenses consistent with projections.

RJE:fmj

Alvin College
Consolidated Statements of Net Assets

	June 30, 2026	June 30, 2025	Variance	Explanations/Descriptions
Current Assets				
Cash and cash equivalents	57,567,014	7,821,210	49,745,804	
Short-term investments	22,249,286	27,412,058	(5,162,772)	
Accounts receivable, net	4,684,932	3,566,166	1,118,766	Installment Plans outstanding, billing outstanding to sponsors and third parties, grant billings, and CE billings
Prepays	2,207	1,760	447	Travel advances and prepaid expenses
Inventories	160,217	174,128	(13,911)	
Total Current Assets	84,663,656	38,975,322	45,688,334	
Noncurrent assets				
Long-term investments	3,000,000	3,000,000	-	
Capital assets, net	46,419,880	45,843,870	576,010	
Total Assets	134,083,536	87,819,192	46,264,344	
Deferred Outflows of Resources				
Deferred outflows - pensions	2,809,276	4,464,295	(1,655,019)	TRS pension
Deferred outflows - OPEB	6,879,635	7,091,967	(212,332)	OPEB
Total Deferred Outflows of Resources	9,688,912	11,556,263	(1,867,351)	
Liabilities				
Accounts payable & accrued liabilities	1,936,423	251,822	1,684,601	
Net pension liability	11,288,701	12,102,291	(813,590)	
Net OPEB liability	23,196,327	21,631,335	1,564,992	
Funds held for others	61,595	54,225	7,370	Agency funds - groups, clubs, etc on campus
Deferred revenues	2,600,273	2,435,398	(2,435,398)	Grants paid in advance and fall registrations
Compensated absences	2,282,898	2,045,199	237,699	
Tax note payable, net of premiums	46,170,000	17,050,000	29,120,000	Annual payment
Total Liabilities	87,536,217	55,570,270	29,365,674	
Deferred Inflows of Resources				
Deferred inflows - pensions	870,725	673,010	197,715	TRS pension
Deferred inflow - OPEB	4,620,884	7,552,205	(2,931,321)	OPEB
Deferred inflow - premium on tax note	5,779,378	1,962,634	3,816,744	
Total Deferred Inflows of Resources	11,270,987	10,187,849	1,083,138	
Net Assets				
Fund Balance - Equity	44,965,244	33,617,336	11,347,908	
Total Net Assets	44,965,244	33,617,336	11,347,908	

Alvin College
Consolidated Statements of Revenue and Expense
June 30, 2026 and June 30, 2025

	Year-To-Date					Prior Year-To-Date				
	All Other Funds Actual	M&O Actual	M&O Budget	Remaining Budget	% of Budget	All Other Funds Actual	M&O Actual	M&O Budget	Remaining Budget	% of Budget
Revenues										
Operating revenues										
Tuition and fees	3,305,413	8,768,067	7,869,280	898,787	111.42%	2,722,660	7,887,800	7,213,058	674,742	109.35%
Federal grants and contracts	7,584,547	-	-	-	0.00%	8,236,311	-	-	-	0.00%
State grants (Fund 34)	1,488,382	-	-	-	0.00%	1,612,058	-	-	-	0.00%
Local grants (Fund 31 & 32)	925,755	-	-	-	0.00%	271,087	-	-	-	0.00%
Auxiliary enterprises	2,855,299	-	-	-	0.00%	2,348,844	-	-	-	0.00%
Other operating revenues	225,868	75,660	50,000	25,660	151.32%	142,802	59,907	70,000	(10,093)	85.58%
Total operating revenues	16,385,264	8,843,727	7,919,280	924,447	111.67%	15,333,762	7,947,707	7,283,058	664,649	109.13%
Expenses										
Operating expenses										
Administrative	-	9,332,057	13,144,943	3,812,886	70.99%	-	9,323,191	11,949,948	2,626,757	78.02%
Institutional	-	9,622,209	12,061,562	2,439,353	79.78%	-	8,892,600	10,965,056	2,072,456	81.10%
Technical Instruction	-	6,468,494	8,335,543	1,867,049	77.60%	-	5,831,862	7,577,766	1,745,904	76.96%
Academic Instruction	-	7,722,461	10,918,509	3,196,048	70.73%	-	7,563,553	9,925,917	2,362,364	76.20%
Student Services	-	4,179,957	5,869,277	1,689,320	71.22%	-	3,861,794	5,335,706	1,473,912	72.38%
Physical Plant	-	3,450,144	5,562,291	2,112,147	62.03%	-	3,918,369	4,968,106	1,049,737	78.87%
Unbudgeted Unrestricted (Fund 12)	1,262,283	-	-	-	0.00%	1,262,692	-	-	-	0.00%
Continuing Education	992,573	-	-	-	0.00%	934,552	-	-	-	0.00%
Auxiliary Enterprises	2,620,256	-	-	-	0.00%	2,650,788	-	-	-	0.00%
Local grants (Fund 31)	542,465	-	-	-	0.00%	-	-	-	-	0.00%
TPEG (Fund 32)	251,811	-	-	-	0.00%	264,350	-	-	-	0.00%
Institutional Scholarships (Fund 33)	233,986	-	-	-	0.00%	168,089	-	-	-	0.00%
State grants (Fund 34)	1,803,275	-	-	-	0.00%	1,790,286	-	-	-	0.00%
Federal Grants (Fund 35 & 36)	10,704,534	-	-	-	0.00%	9,666,167	-	-	-	0.00%
Donor Scholarships (Fund 30)	414,343	-	-	-	0.00%	264,406	-	-	-	0.00%
Unexpended Plant Fund	245,052	-	-	-	0.00%	101,012	-	-	-	0.00%
Depreciation	-	-	-	-	0.00%	-	-	-	-	0.00%
Debt Retirement	5,000	-	-	-	0.00%	8,083	-	-	-	0.00%
Gain on Sale of Property	-	-	-	-	0.00%	-	-	-	-	0.00%
Tax maintenance Note	567,494	-	-	-	0.00%	448,875	-	-	-	0.00%
Total operating expenses	19,643,072	40,775,322	55,892,123	15,116,801	72.95%	17,559,300	39,391,369	50,722,499	11,331,130	77.66%
Operating Gain/(Loss)	(3,257,808)	(31,931,595)	(47,972,843)	(14,192,354)		(2,225,538)	(31,443,662)	(43,439,441)	(10,666,481)	
Nonoperating revenues										
State appropriations*	-	11,259,500	11,154,315	105,185	100.94%	-	8,243,995	10,684,942	(2,440,947)	77.16%
State appropriations - FAST Funding	-	1,202,051	750,000	452,051	160.27%	-	317,449	-	317,449	0.00%
Property tax revenue	3,274	33,605,525	35,568,528	(1,963,003)	94.48%	1,487,626	30,301,708	32,254,499	(1,952,791)	93.95%
Investment income	61,218	728,261	500,000	228,261	145.65%	16,813	883,226	500,000	383,226	176.65%
Other non-operating revenues	166,495	93,090	-	93,090	0.00%	126,541	11,498	-	11,498	0.00%
Total nonoperating revenues	230,987	46,888,427	47,972,843	(1,084,416)	97.74%	1,630,980	39,757,876	43,439,441	(3,681,565)	91.52%
Provided by the State										
Revenue for Insurance and Retirement	-	2,448,305	-	2,448,305	0.00%	-	2,197,706	-	2,197,706	0.00%
State Insurance Match	-	(1,028,759)	-	(1,028,759)	0.00%	-	(876,809)	-	(876,809)	0.00%
State Retirement Match	-	(834,246)	-	(834,246)	0.00%	-	(789,503)	-	(789,503)	0.00%
State Retiree Insurance	-	(585,300)	-	(585,300)	0.00%	-	(531,394)	-	(531,394)	0.00%
Increase/(decrease) in net assets	(3,026,821)	14,956,832	0	(15,276,770)		(594,558)	8,314,214	-	(14,348,045)	
* State Approp portion generated by CE =	290,495					212,695				
Institutional Reserve	23,501,369					23,187,225				
Capital Reserve	8,966,301					3,630,977				

Alvin College
Consolidated Statements of Revenue and Expense
June 30, 2026 and June 30, 2025

	Year-To-Date					Prior Year-To-Date				
	All Other Funds Actual	M&O Actual	M&O Budget	Remaining Budget	% of Budget	All Other Funds Actual	M&O Actual	Amended M&O Budget	Remaining Budget	% of Budget
Revenues										
Operating revenues										
Total operating revenues	16,385,264	8,843,727	7,919,280	924,447	111.67%	15,333,762	7,947,707	7,283,058	664,649	109.13%
Nonoperating revenues										
Total nonoperating revenues	230,987	46,888,427	47,972,843	(1,084,416)	97.74%	1,630,980	39,757,876	43,439,441	(3,681,565)	91.52%
Less Expenses										
Operating expenses										
Total operating expenses	(19,643,072)	(40,775,322)	(55,892,123)	(15,116,801)	72.95%	(17,559,300)	(39,391,369)	(50,722,499)	(11,331,130)	77.66%
Increase/(decrease) in net assets	(3,026,821)	14,956,832	0	(15,276,770)		(594,558)	8,314,214	-	(14,348,046)	

* State Approp portion generated by CE =	290,495	212,695
Institutional Reserve	23,501,369	23,187,225
Capital Reserve	8,966,301	3,630,977

Alvin College
Continuing Education Statement of Revenue and Expense
June 30, 2026

	Year-To-Date					
	Actual Revenue	TPEG	Exemptions	Net Revenue	Actual Expense	Net Margin
Administration	290,495	628	(10,465)	280,658	307,024	(26,366)
Transcript Fees	195	-		195	-	195
Late Registration Fees	-	-		-	-	-
EKG	33,125	(1,988)		31,138	17,464	13,674
Dental Assistant	26,250	(1,575)		24,675	10,191	14,484
Emergency Medical Tech	46,710	(2,803)		43,907	21,280	22,627
Phlebotomy	97,565	(5,854)		91,711	45,720	45,991
CPR	5,800	-		5,800	3,515	2,285
Medication Aide	19,735	(1,184)		18,551	17,110	1,441
Patient Care	-	-		-	-	-
Certified Nursing Assistant	65,080	(3,905)		61,175	24,604	36,571
Biotech	42,840	(2,570)		40,270	24,444	15,826
Medical Office Billing	33,290	(1,997)		31,293	5,760	25,533
Truck Driving	247,451	(14,847)		232,604	234,323	(1,719)
LVN Bridge	11,565	(694)		10,871	1,920	8,951
Kids College	20,710	-		20,710	862	19,848
Correctional Officer	-	-		-	4,362	(4,362)
Occupational Health & Safety	-	-		-	-	-
Community Programs	2,950	-		2,950	4,385	(1,435)
Computer Aided Drafting (CAD)	321	(18)		303	-	303
Clinical Medical Assistant	71,295	(4,278)		67,017	36,570	30,447
Machinist Program	106,085	(6,365)		99,720	42,793	56,927
STRIVE	166,621	(9,631)		156,990	90,765	66,225
TWC TJL SDF Grant	69,503	(4,170)		65,333	6,224	59,109
TWC Frazer Locke SDF Grant	175,196	(117)		175,079	71,196	103,883
TWC Small Business SSD Grant	20,000	-		20,000	16,500	3,500
CE Options Program	-	-		-	-	-
Restaurant Mgmt	-	-		-	-	-
Testing	2,475	(149)		2,327	2,327	-
Forklift Training	3,500	(210)		3,290	1,075	2,215
Crane Operations	9,635	(578)		9,057	2,160	6,897
Total	1,568,392	(62,305)	(10,465)	1,495,622	992,573	503,049

*2.58% of the state appropriation for FY25/26 is attributed to CE hours. This funding is used to offset administrative costs.

Alvin College
Auxiliary Profit/(Loss) Statement Year-To-Date Through June 30, 2026 and June 30, 2025

	Parking	Student Activities	Bookstore	Vending	Childcare	Fitness Center	Total	Prior Year-To-Date
Revenue								
Sales & services			1,836,637	13,542	373,030	13,097	2,236,306	1,758,536
Student Fees	346,800	272,193					618,993	590,308
	346,800	272,193	1,836,637	13,542	373,030	13,097	2,855,299	2,348,844
Expenses								
Purchases & Returns			1,329,716				1,329,716	1,385,232
Salaries		143,325	210,868		308,664	51,050	713,907	736,173
Staff Benefits		22,108	52,504		86,458	1,277	162,347	180,189
Supplies & Other Operating Expenses	212,799	65,287	17,278	10,439	28,244	1,409	335,456	315,099
Equipment	5,522		48,435				53,957	23,318
Bank Charges			15,180		9,693		24,873	10,777
Scholarships							-	-
	218,321	230,720	1,673,981	10,439	433,059	53,736	2,620,256	2,650,788
Excess revenue over expenses	128,479	41,473	162,656	3,103	(60,029)	(40,639)	235,043	(301,944)
Assets:								
Cash & Petty Cash			2,513				2,513	2,513
Accounts Receivable			155,405				155,405	147,295
Interfund Receivables	10,217	372,358	580,418	12,197	(220,414)	(137,732)	617,044	670,869
Inventory			160,217				160,217	174,128
Total Assets	10,217	372,358	898,553	12,197	(220,414)	(137,732)	935,179	994,805
Liabilities:								
Accounts Payable/Gift Certificates	4,214	1,585	16,680		4,908	49	27,436	31,396
Deferred Revenue	75,387	59,040	264,158			490	399,075	383,568
Total Liabilities	79,601	60,625	280,838	-	4,908	539	426,511	414,964
Restricted Fund Balance (includes inventories)		-	160,217	-			160,217	174,128
Unrestricted Fund Balance	(69,384)	311,733	457,498	12,197	(225,322)	(138,271)	348,451	405,712
Total Liabilities & Fund Balance	10,217	372,358	898,553	12,197	(220,414)	(137,732)	935,179	994,805

Alvin College
Auxiliary Profit/(Loss) Statement - Year-To Date Through June 30, 2025

	Parking	Student Activities	Bookstore	Vending	Childcare	Fitness Center	Total
Revenue							
Sales & services			1,361,797	9,949	367,231	19,559	1,758,536
Student Fees	327,651	262,657					590,308
	327,651	262,657	1,361,797	9,949	367,231	19,559	2,348,844
Expenses							
Purchases & Returns			1,385,232				1,385,232
Salaries	97,127	132,996	190,482		267,967	47,601	736,173
Staff Benefits	24,304	23,669	48,228		82,572	1,416	180,189
Supplies & Other Operating Expenses	196,665	49,927	12,093	10,408	40,944	5,062	315,099
Equipment	480		22,838				23,318
Bank Charges			10,770			7	10,777
Scholarships							-
	318,576	206,592	1,669,643	10,408	391,483	54,086	2,650,788
Excess revenue over expenses	9,075	56,065	(307,846)	(459)	(24,252)	(34,527)	(301,944)
Assets:							
Cash & Petty Cash			2,513				2,513
Accounts Receivable			147,295				147,295
Interfund Receivables	(93,605)	375,170	615,541	6,098	(144,105)	(88,230)	670,869
Inventory			174,128				174,128
Total Assets	(93,605)	375,170	939,477	6,098	(144,105)	(88,230)	994,805
Liabilities:							
Accounts Payable/Gift Certificates	4,214	1,585	25,526			71	31,396
Deferred Revenue	67,648	52,890	257,622		4,908	500	383,568
Total Liabilities	71,862	54,475	283,148	-	4,908	571	414,964
Restricted Fund Balance (includes inventories)		-	174,128	-			174,128
Unrestricted Fund Balance	(165,467)	320,695	482,201	6,098	(149,013)	(88,801)	405,712
Total Liabilities & Fund Balance	(93,605)	375,170	939,477	6,098	(144,105)	(88,230)	994,805

22. **Executive Session**
23. **Call to Order**
24. **Adjournment**