



**MEETING OF THE BOARD OF REGENTS  
LEE COLLEGE DISTRICT  
BOARD MEETING  
March 19, 2026**

The Board of Regents of the Lee College District met on March 19, 2026, at 6:00 p.m. at John B. Tucker Hall. Chairman Santana called the meeting to order stating that the meeting was duly posted and a quorum was present.

**PRESENT:** Gilbert Santana, Chairman; Pam Warford, Vice Chair; Mark Himsel, Secretary; Gina Guillory, Assistant Secretary; Weston Cotten, Daryl Fontenot, Mark Hall, Judy Jirrels, Heron Thomas  
  
Jacob Atkin, Interim President

**ABSENT:** None

**INVOCATION AND PLEDGE TO THE FLAG**

Regent Pam Warford said the Invocation and led the Pledge to United States Flag and Texas Flag.

**STUDENT SPOTLIGHT – Matthias Biermann-Ratjen, Navigators Basketball Team**

Nicholas Wade, Athletic Director and Head Basketball Coach, noted the Region XIV basketball tournament was “an incredible week for the city.” Although the team fell one win short of the championship and a national tournament berth, the players have much to be proud of, he said. The team played in its third tournament championship game in five years, he noted.

Mr. Wade named numerous accolades earned by sophomore Josh Smith, not only in basketball, but also in graduating this May with an associate degree. Three other sophomores were not present because they were on visits to four-year universities, he said. Also, he called attention to freshman Moh Tounkawa for a great season.

Saying he has a great department and great staff, Mr. Wade introduced Russell Bundage, a full-time teacher with Goose Creek CISD who is a volunteer coach with Lee College. Coach Casey Apetrei is on a recruiting trip, and was not present this evening, he said.

Mr. Wade introduced Matthias Biermann-Ratjen, a redshirt freshman from Hamburg, Germany. Mr. Ratjen said the example of his older sister, who played Division I college field hockey in the United States, inspired in him a desire to play college basketball. As a young teenager, he made the state team, which gave him the opportunity to practice daily and to develop as a player. A few years later, he had the opportunity to train away from home at a basketball academy. After recovering from a knee injury, he spent a redshirt year at University of Texas-Tyler before transferring to Lee College this year. He said he intends to earn a bachelor's degree in psychology.

**15.26**

**DISPOSITION OF MINUTES**

Regent Cotten made a motion, seconded by Regent Warford, that the Board approve the minutes for Special Board Meeting, February 2, 2026; Policy Committee Meeting, February 3, 2026; Special Virtual Board Meeting, February 4, 2026; Audit & Investment Committee Meeting, February 16,

2026; Building Committee Meeting, February 18, 2026; Board Meeting, February 19, 2026; Special Board Meeting, February 26, 2026; Board Retreat Workshop Meeting, February 27, 2026; and Board Retreat Workshop Meeting, February 28, 2026.

The motion passed with no dissenting votes.

### **REPORT OF THE CHAIRMAN**

The basketball team gave the college and community exciting games, especially during the regional tournament, Chairman Santana said. The groundbreaking ceremony at the Barbers Hill branch campus was well attended, he said. And he recognized Interim President Jacob Atkin as being among professionals who were profiled recently in The Baytown Sun.

### **COMMITTEE REPORTS**

- Building Committee – Committee Chair Daryl Fontenot reported the committee yesterday heard a review of progress on the facilities master plan, including workshops held recently. He said the facilities master plan steering committee will have its first meeting next week. Also, a briefing was presented on a proposed land swap between the City of Baytown and Lee College, and updates were presented on current projects, he reported.
- Policy Committee – Committee Chair Mark Hall reported the committee has not met.
- Audit & Investment Committee – Committee Chair Judy Jirrels said the committee is scheduled to meet April 13.

Building and Facilities – Serving on the Building Committee are Daryl Fontenot, Chair; Mark Himsel and Pam Warford

Policy Committee – Serving on the Policy Committee are Mark Hall, Chair; Weston Cotten and Heron Thomas

Audit and Investment Committee – Serving on the Audit and Investment Committee are Judy Jirrels, Chair; Gina Guillory, and Mark Himsel

### **REPORT OF THE PRESIDENT**

- **Groundbreaking in Mont Belvieu** – Emphasizing the importance of this milestone, Mr. Atkin named instructional program fields to be offered at this campus, and added that students will be able to acquire up to 42 credit hours of general education courses.
- **Region XIV Basketball Tournament** – With Lee College completing the second of two years hosting this annual event, Mr. Atkin said the college has the best facility in Region XIV, and received compliments from the participating teams. He expressed confidence that the tournament will return to Lee College after the next two years in Tyler.
- **SNAP E&T** – Lee College is first in Texas to be approved as a third-party provider for the federal Supplemental Nutrition Assistance Program (SNAP) Employment & Training program, Mr. Atkin said. In implementing this program, which supports student attainment of high wage and in-demand career opportunities, Lee College plans to be a model, he said.
- **ERP Implementation** – The college is receiving a Workday implementation status report each Friday, Mr. Atkin said. Planning stage activities are to be completed March 27, with architecture and implementation to follow, he said. Many employees in finance, HR and IT are working extra hours to ensure this project remains on time and on target, he noted.
- **Learning Management System Upgrade** – The college underwent a competitive process which resulted in selection of Blackboard Ultra, Mr. Atkin said. More than 100 faculty

participated in the process and submitted survey responses, he said. An agreement beyond year to year is not required for use of Blackboard Ultra, he noted.

- **Nursing Graduates Achievement** – Mr. Atkin said 95 percent of nursing students who graduated in December have passed the exam for state licensure as a registered nurse. He credited Lee College nursing program faculty and students for this success rate.
- **Identifying Student Learning Needs** – Completion of a pilot program for diagnostic pre-assessment testing in entry-level math and English means the college will provide better tutoring assistance and other intervention services to help students succeed, Mr. Atkin said.

Regent Jirrels thanked Mr. Atkin, and Lee College faculty and staff, who went to Alamo Elementary School recently to participate in Read Across America Day.

## **INFORMATIONAL REPORTS**

### **Resignations and Retirements – Jacob Atkin, Interim President**

David Hainline, Faculty, English & Humanities – Retirement  
Amanda DeVore, Faculty, English - Huntsville Center – Resignation

### **Financial Report – Renea Woodruff, Controller**

Financial report as of February 28, 2026, is halfway through the fiscal year. Cash position is strong, with \$46.5 million in the operating fund, and \$34.6 million in restricted funds, Ms. Woodruff said. Unrestricted funds represent about seven months of operating funds, and restricted funds represent about five months of operating expenses, she said.

Tax collections reached 100% of budget as of February 28, Ms. Woodruff reported. The final state allocation payment for the year will be received in June. Tuition & fee revenue is at 86% for the year, which is ahead of budget. Expenses are at 50 percent for the fiscal year. Ms. Woodruff said a possible \$3.4 million surplus is projected at fiscal year end, resulting from revenues at \$1.5 million over budget and expenses nearly \$1.9 million under budget.

There was no facility project activity during February, Ms. Woodruff said. Under capital projects, expenses were \$224,000 during February, she said.

## **PUBLIC COMMENT**

David Isaac acknowledged the basketball team, and shared comments regarding transparency and accountability.

## **ITEMS OF ACTION**

### **A. PERSONNEL**

#### **16.26     **CONSENT Agenda – Consideration of New Hires****

The Administration recommends that the Board approve the new hires as presented:  
Ms. Yasmeen Hasan, Executive Director, Procurement and Administrative Services  
Mr. Anthony Wells, Director, Respiratory Therapy Program

Regent Warford made a motion, seconded by Regent Hall, that the Board approve the Administration's recommendation.

The motion passed with no dissenting votes.

**17.26 Consideration of Developmental Leave Recommendation for Fiscal Year 2026-2027**

The Administration recommends that the Board approve Developmental Leave for Curtis White.

Regent Himself made a motion, seconded by Regent Cotten, that the Board approve the Administration's recommendation.

The motion passed with no dissenting votes.

**18.26 Consideration of Approval of the Academic Calendar for January to December 2028**

The Administration recommends that the Board approve the Academic Calendar for the 2028 calendar year.

Regent Jirrels made a motion, seconded by Regent Cotten, that the Board approve the Administration's recommendation.

The motion passed with no dissenting votes.

**19.26 Consideration of Purchase of Simulation Manikins and Related Equipment**

The Administration recommends that the Board approve the use of Texas Nursing Shortage Reduction Program (NSRP) grant funds to purchase simulation manikins and related equipment from Laerdal for \$207,536.75 and Gaumard for \$135,876.40, for a total expenditure of \$343,413.15.

Regent Guillory made a motion, seconded by Regent Cotten, that the Board approve the Administration's recommendation.

The motion passed with no dissenting votes.

**EXECUTIVE SESSION**

The Board of Regents closed the Open Session at 6:39 p.m. and convened into Executive Session at 6:40 p.m. in accordance with the Texas Open Meetings Act regarding:

1. Consult with legal counsel regarding advice on any item on the agenda. [TX Gov't Code § 551.071]
2. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, dismissal, or compensation of the Interim College President [TX Gov't Code § 551.074]
3. Discussion regarding Real Property. [TX Gov't Code § 551.072]
4. Discussion of Lee College Interim President's duties and responsibilities. [TX Gov't Code § 551.074]

No action is taken while the Board is recessed into Executive Session.

The Board ended Executive Session at 8:24 p.m. and reconvened into Open Session at 8:26 p.m.

**20.26 Consideration of Lee College Employee Contracts for Fiscal Year 2026-2027**

The Administration recommends that the Board approve contracts for the academic year 2026-2027 for employees listed.

Regent Guillory made a motion, seconded by Regent Cotten, that the Board approve the Administration's recommendation.

The motion passed with no dissenting votes.

**21.26 Consideration of Approval of the College's Organizational Restructure**

The Administration recommends that the Board approve the proposed organizational restructuring. Regent Warford made a motion, seconded by Regent Jirrels, that the Board approve the Administration's recommendation.

The motion passed with no dissenting votes.

**22.26 Consideration of Supplemental Duties Agreement for Interim College President and Related Action**

Approval is recommended of the proposed agreement for Mr. Jacob Atkin, Interim College President.

Regent Hall made a motion to authorize the Board Chair to negotiate final terms and enter into a supplemental duties agreement for the Interim College President on behalf of the Board, and take related action. This motion was seconded by Regent Cotten.

The motion passed with no dissenting votes.

**MATTERS OF CONCERN FOR FUTURE AGENDAS**

None.

**ADJOURNMENT**

Chairman Santana declared the meeting adjourned at 8:28 pm.

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Chairman, Board of Regents

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Secretary, Board of Regents