

**NOTICE OF REGULAR MEETING  
GALVESTON COMMUNITY COLLEGE DISTRICT  
BOARD OF REGENTS**

In compliance with the Open Meetings Act, Texas Government Code, Section 551.041, notice is hereby given that a Regular Meeting of the Galveston Community College District Board of Regents will be held on **Wednesday, June 9, 2021**, at 5:30 PM in Room M-220 Galveston College, 4015 Avenue Q, Galveston, Texas 77550.

The Board of Regents will gather in Room M-202 for refreshments prior to the Regular Meeting. Although a quorum may be present, no action will be taken by the Board at that time.

**- AGENDA -**

<b>I. Call to Order Regular Meeting</b>	
II. Moment of Silence and Pledge of Allegiance	
III. Certification of Posting Notice of Regular Meeting	
IV. Recognition of Guests	
V. Consider Approval of Minutes from Regular Meeting of May 12, 2021 ( <i>Action Item</i> )	3
VI. Citizens Desiring to Appear Before the Board on Agenda and Non-agenda Items <i>(Please complete a request card prior to the start of the meeting. The Board Chairperson may limit the time of appearance before the Board to three minutes.)</i>	
VII. Informative Reports:	
1. Student Success Story ( <i>Dr. W. Myles Shelton</i> )	12
2. Monthly Financial Reports - May ( <i>Mr. M. Jeff Engbrock</i> )	13
VIII. Consideration of Consent Agenda <i>(The purpose of the consent agenda is to allow the Board to identify and approve action items that require no additional information or discussion and for which there is unanimous approval. Regents receive agenda materials in advance of the meeting to prepare for the business to be conducted.)</i>	35
IX. Action Items:	
1. Consider Adoption of Reimbursement Resolution Declaring the Official Intent of the Galveston Community College District to Reimburse Itself from the Proceeds of One or More Tax-Exempt Financings for Certain Expenditures Made and/or to be Made in Connection with Acquisition, Construction, and Equipping of Certain Capital Improvements	36
2. Consider Acceptance of Fiscal Year 2020-21 Third Quarter Investment Report	40
3. Consider Approval of Investment Firms	43
4. Review and Consider Reaffirmation of Board Policy CAK Local (Appropriations and Revenue Sources: Investments) and Resolution	44
5. Consider Approval of Contract Extension for Landscaping Maintenance Services	53
6. Consider Acceptance of U.S. Department of Education Higher Education Emergency Relief Fund--Institution at Galveston College Grand Award	54
7. Consider Approval of Insurance Coverage Policy Renewals for National Flood Insurance Program (NFIP) and Texas Windstorm Insurance Association (TWIA)	69

8. Consider Approval of Proposal to Purchase Additional Insurance Coverage (Above NFIP and TWIA Limits) for Property and Contents	72
9. Consider Approval of Proposal to Purchase Texas Association of School Boards Risk Management Fund Insurance Coverage for All Other Perils Property and Contents (Excluding Named or Numbered Windstorms)	80
10. Consider Approval of Proposal to Purchase Texas Association of School Boards Risk Management Fund Insurance Coverage for Unemployment and Workers' Compensation	94
11. Consider Approval of Proposal for Wireless Network Refresh	95
12. Consider Approval of Proposal for Network Switch Refresh	96
13. Consider Approval of Proposal for Computer Lab Desktop Refresh	97
14. Consider Approval of 2021 Budget and Tax Rate Planning Calendar	98
15. Consider Adoption of Resolution Granting Residence Homestead Tax Exemptions for the 2021 Tax Year	100
16. Consider Approval of Faculty Change in Rank	102
17. Consider Acceptance of Faculty Retirement	103
18. Reconsider Appointment of Alternate Voting Delegate for Community College Association of Texas Trustees (CCATT) Annual Conference	104
19. Consider Approval of Facilities Committee Recommendation Regarding Purchase of Real Property	105
X. Special Reports and Comments:	
1. Student Representative	
2. Faculty Representative ( <i>Ms. L. Janene Davison</i> )	
3. President ( <i>Dr. W. Myles Shelton</i> )	
4. Regents	
5. Chairperson ( <i>Ms. Karen F. Flowers</i> )	
XI. Adjournment to Closed Meeting in Room M-202: The Board of Regents, as authorized by the Open Meetings Act, Texas Government Code, Chapter 551, reserves the right to enter into a closed meeting under the following provision of the Act: Section 551.072 - Deliberations about Real Property, to deliberate the purchase and value of real property to avoid any detrimental effect on the position of the College in negotiations with third parties.	106
<b>XII. Reconvene Regular Meeting (Open Meeting) in Room M-220</b>	
XIII. Action Items: ( <i>Continued</i> ) See Action Item No. 19	
XIV. Adjournment	

---

The notice for this meeting was posted on June 3, 2021, in compliance with the Texas Open Meetings Act.

W. Myles Shelton, Ed.D., President

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF REGENTS  
GALVESTON COMMUNITY COLLEGE DISTRICT  
4015 Avenue Q  
Galveston, Texas 77550  
Room M-220 – Moody Hall  
May 12, 2021  
5:30 p.m.**

At the Regular Meeting of the Galveston Community College District Board of Regents, duly held on Wednesday, May 12, 2021, in Room M-220 of Moody Hall, commencing at 5:30 p.m., the following Regents were present:

Ms. Karen F. Flowers, Chairperson  
Mr. Fred D. Raschke, Vice Chairperson  
Mr. Michael B. Hughes, Secretary  
Mr. Armin Cantini  
Mr. Raymond Lewis, Jr.  
Ms. Mary R. Longoria  
Mr. Carroll G. Sunseri  
Ms. Rebecca Trout Unbehagen

Faculty and staff present included Dr. W. Myles Shelton, President, Ms. Carmen Allen, Ms. Veronica Atterberry, Ms. Carla Biggers, Mr. Ron Crumedy, Ms. L. Janene Davison, Mr. M. Jeff Engbrock, Ms. Carol Langston, Dr. Cissy Matthews, Mr. Paul Mendoza, Mr. Jorge Otero, Dr. Van Patterson, and Mr. Jason Smith.

- I. CALL TO ORDER REGULAR MEETING:** Chairperson Flowers opened the Regular Meeting at 5:30 p.m. in Room M-220 of Moody Hall and determined a quorum was present.
- II. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE:** Ms. Flowers began with a moment of silence and asked Ms. Longoria to lead the Pledge of Allegiance.
- III. CERTIFICATION OF POSTING NOTICE OF REGULAR MEETING:** Dr. Shelton confirmed that the notice of the Regular Meeting had been properly posted on May 7, 2021.
- IV. RECOGNITION OF GUESTS:** Dr. Abel Longoria and Mr. M. Theron Waddell were recognized as guests attending the meeting.
- V. CONSIDER APPROVAL OF MINUTES FROM REGULAR MEETING OF APRIL 14, 2021, AND SPECIAL MEETING OF APRIL 27, 2021:** A reading of the minutes was waived. Mr. Raschke moved to approve the minutes as published; Mr. Hughes seconded. The motion passed unanimously.

**VI. CITIZENS DESIRING TO APPEAR BEFORE THE BOARD ON AGENDA AND NON-AGENDA ITEMS:** There were no citizens present desiring to appear before the Board.

**VII. INFORMATIVE REPORTS:**

1. Student Success Story: Ms. Carmen Allen, Director of Institutional Effectiveness and Research, presented this month's student success story on course success from fall 2020 data. Her presentation came from the Monitoring What Matters report. Over the years, data consistently indicated that there were lower course success rates based on gender and race/ethnicity. This prompted the question whether there are specific factors that can predict whether a student is likely to be unsuccessful in one or more courses in a term. By looking at factors beyond gender or race/ethnicity, other factors could be overlooked that impact a student's success. Ms. Allen applied a logistic regression model using course data (grades) from fall 2020. Variables used were: race/ethnicity, Pell-eligibility, first-generation status, gender, program type, college-ready, and age. The latter four were statistically significant in this model for determining the likelihood of student success in a course by earning a grade of "C" or above. Ms. Allen concluded that going forward, these variables can be considered in future programming to enhance student success. Also, conducting interviews or focus groups would help to put more context around this model and understand our students and their stories to ultimately help them be more successful.

Mr. Raschke asked for data on the college readiness of high school students enrolling this fall after the pandemic, whether learning online or in person, and suggestions on how the College can help them be successful. Ms. Unbehagen shared information from another meeting she attended regarding plans to offer a free retake of failed courses for dual credit students. Dr. Matthews responded that she would look into the outcomes of the College's high school dual credit partners to determine if a similar plan would be warranted.

2. Monthly Financial Reports – April: Mr. M. Jeff Engbrock, Comptroller/CFO, presented the financial reports for the month of April 2021. With 66.7 percent of the year completed, income generated was \$20,924,083, or 89.5 percent of the fiscal year 2020-21 revenue budget. He projects the revenue budget will exceed the amount budgeted. Mr. Engbrock reported that total expenses were \$13,470,226, or 57.6 percent of the expenditure budget. The year should end under budget for expenditures. Dr. Shelton prepared a summary of the Coronavirus Response and Relief Supplemental Appropriations Act Higher Education Emergency Relief Fund II (CRRSAA HEERF II) grant which shows requested projects and budgets by staff and the recommended budget for each as of May 11, 2021. There is a little over \$2.0 million in institutional funds available for these projects. Five were included on the Consent Agenda. In addition to institutional funds, the handout also outlines the breakdown of student fund balances. Another grant, the American Rescue Plan HEERF III, has been awarded with over \$4.3 million for institutional needs and student awards. Dr. Shelton gave details of how these funds can be used for both grants.

**VIII. CONSIDERATION OF CONSENT AGENDA:** Ms. Flowers proceeded with the Consent Agenda. Mr. Sunseri moved to approve the Consent Agenda and Action Item Nos. 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 14, and 15; Ms. Longoria seconded. The motion passed unanimously. A copy of the Consent Agenda is attached as **Exhibit A**.

**IX. ACTION ITEMS:**

1. Consider Approval of Contract Between Galveston College and PFM Financial Advisors LLC for Financial Advisory Services and Authorize College President to Execute the Contract: At the April 27, 2021 Special Board Meeting, PFM Financial Advisors LLC was awarded the contract to provide financial advisory services to the College for the issuance of bonds to fund the Nursing and Health Sciences Education Building project. Dr. Shelton presented the agreement for Board approval and stated that the terms parallel the request for proposals (RFP) offering. The document has been reviewed by the College’s attorney, and staff recommended its approval. This agreement shall be effective from May 12, 2021, until May 11, 2024, for the initial term with the option for two one-year renewals. Mr. Raschke moved to approve the PFM contract for financial advisory services and to authorize the College President to execute the contract; Mr. Lewis seconded. The motion passed by a vote of 7-0-1 with Mr. Hughes abstaining.
2. Consider Approval of Proposal for Campus HVAC Bi-Polar Needlepoint Ionization System at Main Campus and Charlie Thomas Family Applied Technology Center: The Board unanimously approved a proposal from Comfort Systems USA-South Central to supply and install an HVAC Bi-Polar Needlepoint Ionization System at the main campus and the Charlie Thomas Family Applied Technology Center. The vendor proposed a project cost of \$124,335 for the ionization systems at both locations. The source of funding is the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Higher Education Emergency Relief Fund (HEERF) II grant. This item was passed in the Consent Agenda.
3. Consider Approval to Extend Contracts for Disaster Restoration and Recovery Services: The Board unanimously approved extending a one-year contract starting June 1, 2021, with three additional 12-month terms for as-needed disaster restoration and recovery services. Cotton Commercial USA, Inc. would be the primary vendor and Blackmon Mooring would be the secondary vendor. The contract would be a “requirements contract” with no quantities guaranteed. There is no retainer charge to keep the contract in effect. It is based on as-needed services in the event of a disaster-generated event, and charges would be determined by an itemized list of services and equipment with a preset cost rate. The source of funding for contract-related expenses (if incurred) would be the Education and General Fund budget. This item was passed in the Consent Agenda.
4. Consider Ratifying Approval of Interagency Cooperation Contract Between University of Houston and Galveston College for Participation in the Houston Guided Pathways to Success (GPS) Initiative “Equity Walk: Building a Postsecondary Blueprint for Equity in the Texas Gulf Coast Region”: The Board

**IX. ACTION ITEMS: (Continued)**

unanimously ratified the approval of the Interagency Cooperation Contract between the University of Houston and Galveston College for participation in the Houston GPS initiative “Equity Walk: Building a Postsecondary Blueprint for Equity in the Texas Gulf Coast Region.” The term of this contract is to begin upon execution and terminate on April 30, 2022. The total amount of this contract shall not exceed \$19,000, which will be transferred from the University of Houston to Galveston College to support and facilitate the College’s involvement in the initiative. This item was passed in the Consent Agenda.

5. Consider Approval of Proposal for 10 Gigabit Fiber for Cheney Student Center and Abe and Annie Seibel Foundation Wing: The Board unanimously approved this proposal to purchase cabling and installation services from Triumph Cabling Services (DIR-TSO-3725) to provide 10 Gigabit fiber for the Abe and Annie Seibel Foundation Wing and the Cheney Student Center. The total cost of this combined proposal is \$16,311.60 and the source of funding is the Higher Education Emergency Relief Fund II (HEERF II) grant. This item was passed in the Consent Agenda.
6. Consider Approval of Change Order to Existing Contract for Migration from ADFS (Active Directory Federation Services) to Azure Authentication for the Portal: The Board unanimously approved a change order to an existing contract with Ferrilli, the College’s enterprise resource planning (ERP) consulting firm, to procure services to migrate the portal’s authentication method from ADFS (Active Directory Federation Services) to Microsoft Azure. The total cost of this dedicated project is \$15,400 plus travel and expenses, and the source of funding is the Higher Education Emergency Relief Fund II (HEERF II) grant. This item was passed in the Consent Agenda.
7. Consider Approval of Proposal for Audio/Visual Refresh for Distance Learning at Main Campus and Charlie Thomas Family Applied Technology Center: The Board unanimously approved this proposal to purchase equipment and installation services from DataVox (TIPS 200105) for an audio/visual refresh at the main campus and the Charlie Thomas Family Applied Technology Center. The total cost of this proposal is \$294,833.40, and the source of funding is the Higher Education Emergency Relief Fund II (HEERF II) grant. This item was passed in the Consent Agenda.
8. Consider Approval of Proposal for Fiber and Network Connectivity for Student Houses: The Board unanimously approved this proposal to purchase cabling and installation services for houses used for student housing from Triumph Cabling Systems (DIR-TSO-3725) for \$141,652.98 and networking hardware and professional services from Presidio (DIR-TSO-4167) for \$19,295.63. The total cost of this combined proposal is \$160,948.61, and the source of funding is the Higher Education Emergency Relief Fund II (HEERF II) grant. This item was passed in the Consent Agenda.

**IX. ACTION ITEMS: (Continued)**

9. Consider Approval of Proposal for Uninterruptible Power Supply (UPS) Deployment of Audio/Visual Equipment for Abe and Annie Seibel Foundation Wing: The Board unanimously approved this proposal to procure electrical services from the College's job order contractor Crescent Electric for \$9,645.97 and hardware from CDW-G (DIR-TSO-3865) for \$3,226.02. This project is for UPS deployment of audio/visual equipment for the Seibel Wing. The total cost of this combined proposal is \$12,871.99, and the source of funding is the Higher Education Emergency Relief Fund II (HEERF II) grant. This item was passed in the Consent Agenda.
10. Consider Approval of Proposal for AT&T Switched Ethernet Service<sup>SM</sup> (with Network on Demand) and Authorize College President to Execute the Contract: The Board unanimously approved a proposal for AT&T (DIR-TSO-3420) Switched Ethernet Service<sup>SM</sup> (with Network on Demand) for a 36-month term. This proposal provides two Gbps of AT&T Switched Ethernet On-Demand: one Gbps port, and one Gbps bandwidth on Business Critical High Circuit. One would be located at 4015 Avenue Q and the other at 301 University Boulevard. The cost per month is \$2,509.14 for a total cost of \$90,329.04. This would be a 36-month contract effective June 1, 2021, through May 31, 2024. The source of funding is the Education and General Fund – Information Technology – Contracted Services account (11-51510-51210). Authorization was given to the College President to execute the contract. This item passed in the Consent Agenda.
11. Consider Acceptance of Living for Zachary Automated External Defibrillator (AED) Donation: The Board unanimously accepted the Living for Zachary automated external defibrillator donation of 12 AED packages. Three AEDs will be installed at the Charlie Thomas Family Applied Technology Center and nine at the main campus (including the baseball/softball field). This item was passed in the Consent Agenda.
12. Consider Approval of Proposed 2022-23 Academic Calendar: Dr. Shelton reminded the Board that the College operates on a two-year calendar. He submitted the proposed 2022-23 academic calendar for the Board's consideration. Last year, the Board reviewed and adopted the 2021-22 calendar. The 2022-23 academic calendar follows the same format. Dr. Shelton reported that faculty and staff were allowed to weigh in and approved the proposed calendar for Board consideration at a President's Council meeting. Mr. Lewis moved to accept the academic calendar as presented for 2022-23; Mr. Cantini seconded. The motion passed unanimously.
13. Consider Approval of Proposal to Purchase Furniture for Whitecaps Apartments: The Board unanimously approved the proposal to purchase furniture for the Whitecaps Apartments from Southwest Contract (E&I Cooperative Services contract #CNR01354). The total cost of this purchase, which includes shipping, handling, and installation services, is \$72,330. The source of funding is the

**IX. ACTION ITEMS: (Continued)**

Education and General Fund – Building Maintenance – Furniture Non-Capital account (11-61020-53150). This item was passed in the Consent Agenda.

14. Consider Acceptance of Faculty Retirement: The Board unanimously accepted the faculty retirement of Dr. Dragoslava Zivadinovic, STEM Curriculum Specialist, effective August 31, 2021. This item was passed in the Consent Agenda.
15. Consider Acceptance of Faculty Resignation: The Board unanimously accepted the faculty resignation of Mr. Brian D. Ayers, EMS Instructor / Program Director, effective April 24, 2021. This item was passed in the Consent Agenda.
16. Consider Appointment of Voting Delegate and Alternate to Community College Association of Texas Trustees (CCATT) Annual Conference: The 2021 CCATT Annual Conference will be held in Austin on September 16-18, 2021. Dr. Shelton said each college has one vote, and the governing body has to appoint its voting delegate and alternate for business purposes. After discussion, the Board nominated Mr. Cantini as the Board’s CCATT voting delegate and Ms. Longoria as the alternate. Mr. Raschke moved to accept the nominations; Mr. Lewis seconded. The motion passed unanimously.

**X. SPECIAL REPORTS AND COMMENTS:**

1. Student Representative: Ms. Maia Adolphs, Student Government Association (SGA) President, gave her final monthly student activities report before graduating. Details were given on the following:
  - SGA and Upward Bound jointly hosted an escape room activity with 35 attendees. They also had 18 attendees for a safe driving trivia event presented by the University of Texas Medical Branch.
  - Several people have signed up for the initial Whitecaps wardrobe distribution. Open pickup days have been scheduled for May 26<sup>th</sup> and May 27<sup>th</sup> from 1:00 p.m. to 5:00 p.m. SGA will still accept donations since this project will be ongoing.
  - There will be a drive-through event on May 24<sup>th</sup> at 3:30 p.m. celebrating the seven Galveston College dual credit graduates from Ball High School, a record number. In addition to herself, Ms. Adolphs announced the names of the other graduates: Kelsey Barillas, Lily Benavidez, Isabella Corrales, Gabriella Corrales, Gabriella Lopez, Kayla Olguin, and Abigayle Pruns. Galveston Independent School District administration decided to bestow these graduates with an official, new blue and orange graduation honor cord for students graduating with an associate degree. Special recognition will be made at the BHS commencement.
  - SGA officer elections for the next school year are planned to take place at the end of the month depending on the number of applications received.

## X. SPECIAL REPORTS AND COMMENTS: *(Continued)*

2. Faculty Representative: Ms. L. Janene Davison, President of the Faculty Senate, presented the following faculty representative report. She commended Dr. Mary Jan Lantz, Director of Human Resources and Risk Management, and her staff for the production of the online employee awards celebration last week. She recognized Regents Cantini (10 years), Lewis (10 years), and Sunseri (30 years) for their service on the Board of Regents. Ms. Davison congratulated faculty members who received exceptional service awards: Ms. Brandi Castillo, Dr. Larry Blomstedt, and Mr. Don Davison. Ms. Davison shared inflation numbers from the U.S. Bureau of Labor Statistics for the Board to keep in mind during the budget and salary discussions at the summer retreat.
  
3. President: Dr. Shelton reported that graduation will be virtual this Friday. There are 596 graduates who have earned 735 different degrees and certificates compared to 528 and 681 last year, respectively. He commented on their perseverance during the pandemic.

Dr. Shelton said June 24, 2021, had originally been scheduled for the 1<sup>st</sup> Budget Workshop and Board Retreat. This date was a conflict for a couple of Regents, so it has been rescheduled for June 21<sup>st</sup>. Ms. Flowers offered the option to split this meeting into two half days. After discussion, it was decided to conduct it on one day, June 21<sup>st</sup>. Dr. Shelton asked the Regents to submit agenda items to Ms. Flowers and him.

Dr. Shelton reported that the estimated 2021 appraisal roll value for the College has been received. It is over \$11.8 billion, a 30 percent increase over last year's total. That number will go down with protests.

Other topics reported were:

- An update on meetings with the PBK Architects and the landscape architect
- Installation of the Mary Moody Northen Center air handler unit this Friday
- *The Daily News* front-page article due to the marketing efforts of Director of Public Affairs Carol Langston and the Admissions staff
- Contracts for the multifunction office machines and phone system are expiring
- The City of Galveston reached out to reform the softball field arrangements
- Legislative update on Senate Bill 1, Senate Bill 1230, TRUE workforce initiative, and others
- Operational guidelines have been issued with revised COVID-19 protocols for the summer effective June 1<sup>st</sup>

The President anticipates the fall semester will be back to “normal” with a combination of in-person and online class offerings. The fall 2021 class schedule is posted online.

4. Regents: Ms. Flowers asked if any of the Regents had a report or comment to submit. Mr. Raschke thanked the faculty, staff, and students for a successful year.

**X. SPECIAL REPORTS AND COMMENTS: (Continued)**

There was a lot to overcome with the pandemic and freeze. He said, “you are appreciated.” Mr. Cantini announced the Galveston College Foundation annual report is going to press and recognized Ms. Carol Langston for her part in its production. Dr. Shelton also included her staff and Director of Development and GC Foundation Kelly Merry for their contributions.

5. Chairperson: Ms. Flowers reminded everyone to be safe and be kind to each other.

**XI. ADJOURNMENT:** There being no further business to come before the Board, the Regular Meeting adjourned at 6:31 p.m.

---

Michael B. Hughes, Secretary

APPROVED AS CORRECT:

---

Karen F. Flowers, Chairperson

## EXHIBIT A

Agenda Item VIII (Action Item)

Board Meeting 5/12/21

### Consideration of Consent Agenda

The consent agenda format is an organization process for meetings that allows the governing board to focus its time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support efficiency and effectiveness of the meeting.

A roll call of individual action items will determine the consent agenda. If a Regent has a question or plans to cast a negative vote regarding a specific recommendation, then the Regent(s) need to acknowledge their intention to the Chairperson by show of hand during the roll call. This action item will be considered in the regular order of business as an individual action item.

Those action items that the Regents plan to approve without further question or discussion will be placed on the consent agenda during roll call of individual action items. Upon the creation of the consent agenda, a motion, a second to the motion, and unanimous approval of the Board of Regents are needed to approve the action items. Upon approval of the consent agenda, the Board of Regents will proceed with the remainder of the agenda.

Tally of  
Action Items:

	<u>Consent Agenda</u>	<u>President Recommended Separate Action</u>	<u>Board Separate Action</u>	<u>Page #</u>
#1 – Approve Contract with PFM Financial Advisors LLC and Authorize College President to Execute the Contract	_____	_____✓_____	_____	45
#2 – Approve Proposal for HVAC Bi-Polar Needlepoint Ionization Systems at Main Campus and ATC	_____✓_____	_____	_____	60
#3 – Approve Extension of Contracts for Disaster Restoration and Recovery Services	_____✓_____	_____	_____	61
#4 – Ratify Approval of Interagency Cooperation Contract with University of Houston for Participation in Houston GPS Initiative	_____✓_____	_____	_____	62
#5 – Approve Proposal for 10 Gigabit Fiber for Cheney Student Center and Seibel Wing	_____✓_____	_____	_____	66
#6 – Approve Change Order to Existing Contract for Migration from ADFS to Azure for Portal	_____✓_____	_____	_____	67
#7 – Approve Proposal for A/V Refresh for Distance Learning at Main Campus and ATC	_____✓_____	_____	_____	68
#8 – Approve Proposal for Fiber and Network Connectivity for Student Houses	_____✓_____	_____	_____	69
#9 – Approve Proposal for UPS Deployment of A/V Equipment for Seibel Wing	_____✓_____	_____	_____	70
#10 – Approve Proposal for AT&T Switched Ethernet Service <sup>SM</sup> (with Network on Demand) and Authorize College President to Execute the Contract	_____✓_____	_____	_____	71
#11 – Accept Living for Zachary Defibrillator Donation	_____✓_____	_____	_____	72
#12 – Approve Proposed 2022-23 Academic Calendar	_____	_____✓_____	_____	75
#13 – Approve Proposal to Purchase Furniture for Whitecaps Apartment	_____✓_____	_____	_____	79
#14 – Accept Faculty Retirement	_____✓_____	_____	_____	80
#15 – Accept Faculty Resignation	_____✓_____	_____	_____	81
#16 – Appoint Voting Delegate and Alternate to CCATT Annual Conference	_____	_____✓_____	_____	82

Student Success Story

Dr. W. Myles Shelton, President, will present the Student Success Story for the month.

Monthly Financial Reports – May

Attached are the monthly financial reports for May 2021, representing expenditures, encumbrances and pre-encumbrances through May 31, 2021. These reports represent nine months of operations during fiscal year 2020-21. The reports are as follows:

**Education and General Fund:**

Revenue Summary Sheet

Expenditure Summary Sheet

Summary Revenue/Expenditure Report

Detail Revenue/Expenditure Report by State Classification

**Auxiliary Fund (Bookstore, Snack Bar, Athletics):**

Summary Revenue/Expenditure Report by State Classification

**Student Services / Student Activity Fund:**

Summary Revenue/Expenditure Report by State Classification

**Construction Fund:**

Summary Revenue/Expenditure Report

**Operating Fund  
Revenue Summary Sheet  
June 2021 Meeting**

As of May 31, 2021 (75% of Year)

Source	Budgeted 2020/2021	Year-to-Date		
		Received (\$) 2020/2021	Received (%) 2020/2021	Received (%) 2019/2020
State Funds	\$4,608,371	\$3,295,797	71.5%	71.5%
Tuition and Fees	\$4,158,437	\$4,900,241	117.8%	104.4%
Local Taxes	\$14,408,387	\$13,699,735	95.1%	94.4%
Local Revenues	\$191,550	\$59,773	31.2%	63.3%
<b>Total Revenue</b>	<b>\$23,366,745</b>	<b>\$21,955,547</b>	<b>94.0%</b>	<b>91.1%</b>

**Operating Fund**  
**Expenditure Summary Sheet**  
**June 2021 Meeting**  
As of May 31, 2021 (75% of Year)

Source	Original Budgeted 2020/2021	Year-to-Date		
		Expended (\$) 2020/2021	Expended (%) 2020/2021	Expended (%) 2019/2020
Instruction	\$8,308,997	\$5,523,535	66.5%	68.6%
Community Service	\$34,935	\$4,357	12.5%	18.3%
Academic Support	\$1,725,078	\$1,173,001	68.0%	69.9%
Student Services	\$2,340,250	\$1,522,352	65.1%	68.8%
Institutional Support	\$5,402,686	\$3,404,612	63.0%	59.1%
Staff Benefits	\$22,723	\$18,722	82.4%	0.0%
Operations/ Maintenance	\$2,970,173	\$1,919,172	64.6%	68.1%
Interfund Transfers (out)	\$2,561,903	\$1,595,166	62.3%	62.0%
<b>Total Expenditures</b>	<b>\$23,366,745</b>	<b>\$15,160,916</b>	<b>64.9%</b>	<b>65.3%</b>

**GALVESTON COLLEGE**  
Fund 11 Education and General

May 31, 2021	Current year Budget 2021	Current year (MTD) Actual May	Current year (YTD) Actual 2021	Current year Encumbrances 2021	Current year Remaining 2021	Current year % Expended 2021	Prior Year % Expended 2020
<b>Revenue by State Classification</b>							
State Funds	4,608,371	437,904	3,295,797	0	1,312,574	71.5%	71.5%
Tuition	2,356,878	154,969	2,539,439	0	(182,561)	107.7%	102.1%
Course Fees	2,345,109	186,292	2,903,531	0	(558,422)	123.8%	102.2%
Exemption/Waivers	(543,550)	(10,906)	(542,729)	0	(821)	99.8%	85.0%
Local Taxes	14,408,387	226,207	13,699,735	0	708,652	95.1%	94.4%
Local Revenue	184,750	7,231	59,773	0	124,977	32.4%	57.6%
Sales and Services	6,800	0	0	0	6,800	0.0%	19.2%
<b>Total Revenue</b>	<b>23,366,745</b>	<b>1,001,696</b>	<b>21,955,547</b>	<b>0</b>	<b>1,411,198</b>	<b>94.0%</b>	<b>91.1%</b>
<b>Expenditures by State Classification</b>							
instructions	8,308,959	673,549	5,523,535	71,544	2,713,880	66.5%	68.6%
Community Service	32,785	199	4,357	0	28,428	13.3%	18.3%
Academic Support	1,734,989	120,962	1,173,001	12,413	549,576	67.6%	69.0%
Student Services	2,340,250	170,802	1,522,352	135,005	682,893	65.1%	67.3%
institutional Support	5,053,170	370,114	3,404,612	245,011	1,403,547	67.4%	59.5%
Operations And Maintenances	3,311,966	131,389	1,919,172	700,843	691,951	57.9%	67.6%
Staff Benefits	22,723	0	18,722	0	4,001	82.4%	0.0%
Inter-Fund Appropriation	2,561,903	214,703	1,595,166	0	966,737	62.3%	62.0%
<b>Expenditures Total</b>	<b>23,366,745</b>	<b>1,681,719</b>	<b>15,160,916</b>	<b>1,164,816</b>	<b>7,041,013</b>	<b>64.9%</b>	<b>65.3%</b>
<b>Expenditures by Type</b>							
General Operating	2,741,730	98,785	1,575,682	229,015	937,033	57.5%	55.7%
Contracted Services	2,520,187	166,576	1,602,208	420,320	497,658	63.6%	62.3%
Travel	268,970	7,990	69,209	0	199,761	25.7%	48.2%
Equipment	372,331	36,363	74,861	236,791	60,679	20.1%	35.2%
Utilities	929,133	45,772	425,763	278,690	224,680	45.8%	62.1%
Faculty Full Time	4,174,175	341,372	3,011,027	0	1,163,147	72.1%	73.9%
Faculty Overloads/Adjunct	1,771,729	135,553	1,111,535	0	660,194	62.7%	62.4%
Stipends	377,287	36,755	264,478	0	112,809	70.1%	68.1%
Administrator Salaries	1,894,847	156,801	1,366,394	0	528,453	72.1%	75.0%
Professional Technical Salaries	2,013,929	150,055	1,412,795	0	601,135	70.2%	66.3%
Classified Salaries	2,018,254	160,694	1,493,237	0	525,018	74.0%	72.3%
Part-Time Salaries	331,220	30,876	223,008	0	108,212	67.3%	57.5%
Staff Benefits	1,391,049	99,426	935,554	0	455,496	67.3%	68.2%
Interfund Appropriations	2,561,903	214,703	1,595,166	0	966,737	62.3%	62.0%
<b>Expenditures Total</b>	<b>23,366,745</b>	<b>1,681,719</b>	<b>15,160,916</b>	<b>1,164,816</b>	<b>7,041,013</b>	<b>64.9%</b>	<b>65.4%</b>

GALVESTON COLLEGE  
Fund 11 Education and General

**Excess Rev/Exp**

(0) (680,023) 6,794,631

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of May 2021**

	<b>Budget 2021</b>	<b>(MTD) Actual May</b>	<b>(YTD) Actual 2021</b>	<b>Encumbrances 2021</b>	<b>Available 2021</b>	<b>% of Budget 2021</b>
<b>State Appropriation</b>						
Academic/Technical	\$3,538,300	\$337,186	\$2,537,764	\$0	\$1,000,536	71.7%
Incentive	\$389,665	\$35,032	\$263,664	\$0	\$126,001	67.7%
Core	\$680,406	\$65,686	\$494,370	\$0	\$186,036	72.7%
Health Insurance	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total</b>	<b>\$4,608,371</b>	<b>\$437,904</b>	<b>\$3,295,797</b>	<b>\$0</b>	<b>\$1,312,574</b>	<b>71.5%</b>
<b>Tuition</b>						
In District Tuition	\$912,907	\$52,740	\$1,066,869	\$0	(\$153,962)	116.9%
Out of District Tuition	\$685,980	\$49,527	\$824,714	\$0	(\$138,734)	120.2%
Non Resident Tuition	\$365,991	\$20,640	\$401,532	\$0	(\$35,541)	109.7%
CE Workforce Training	\$150,000	\$3,724	\$68,477	\$0	\$81,524	45.7%
CE Workforce Info Tech	\$17,000	\$0	\$4,889	\$0	\$12,111	28.8%
CE Workforce Health Prof	\$180,000	\$27,123	\$145,043	\$0	\$34,957	80.6%
CE Leisure Learning	\$45,000	\$1,215	\$27,915	\$0	\$17,085	62.0%
CE Childrens Programs	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total</b>	<b>\$2,356,878</b>	<b>\$154,969</b>	<b>\$2,539,439</b>	<b>\$0</b>	<b>(\$182,561)</b>	<b>107.7%</b>
<b>Course Fees</b>						
Building Use Fee	\$964,519	\$61,115	\$1,137,448	\$0	(\$172,929)	117.9%
Student Service Fee	\$59,037	\$4,626	\$65,133	\$0	(\$6,096)	110.3%
General Service Fee	\$259,571	\$21,835	\$263,159	\$0	(\$3,588)	101.4%
Registration Fee	\$155,743	\$13,140	\$159,450	\$0	(\$3,707)	102.4%
Out of District Fee	\$374,291	\$27,997	\$477,292	\$0	(\$103,001)	127.5%
Course and Lab fees	\$223,231	\$17,800	\$290,098	\$0	(\$66,867)	130.0%

**Galveston College  
Fund 11 Detail Rev\Exp  
as of the end of May 2021**

	<b>Budget 2021</b>	<b>(MTD) Actual May</b>	<b>(YTD) Actual 2021</b>	<b>Encumbrances 2021</b>	<b>Available 2021</b>	<b>% of Budget 2021</b>
Distance Education fee	\$146,906	\$22,043	\$353,582	\$0	(\$206,676)	240.7%
Distance Education fee N/R	\$4,463	\$800	\$20,580	\$0	(\$16,117)	461.1%
Testing Fees	\$30,600	\$3,236	\$22,199	\$0	\$8,401	72.5%
Testing Fees GED	\$2,550	\$0	\$4,555	\$0	(\$2,005)	178.6%
Testing Fees-Contract	\$2,550	\$3,533	\$13,946	\$0	(\$11,396)	546.9%
Late Registration Fees	\$6,375	\$225	\$4,398	\$0	\$1,978	69.0%
Schedule Change Fees	\$3,060	\$70	\$1,470	\$0	\$1,590	48.0%
Student Health\Insurance Fees	\$76,300	\$6,153	\$56,574	\$0	\$19,726	74.1%
SurCharge 3peat > 27 Dev hrs	\$35,913	\$3,720	\$33,648	\$0	\$2,265	93.7%
Other fees	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total</b>	<b>\$2,345,109</b>	<b>\$186,292</b>	<b>\$2,903,531</b>	<b>\$0</b>	<b>(\$558,422)</b>	<b>123.8%</b>

**Exemption/Waivers**

Competitive Waiver	(\$31,501)	(\$900)	(\$17,670)	\$0	(\$13,831)	56.1%
Foster Care	(\$19,660)	\$0	(\$14,805)	\$0	(\$4,855)	75.3%
Hazelwood Waiver Credit	(\$18,437)	\$0	(\$9,772)	\$0	(\$8,665)	53.0%
Hazelwood Dependant	(\$32,103)	\$0	(\$30,889)	\$0	(\$1,214)	96.2%
Concurrent Enrollment	(\$463)	\$0	\$0	\$0	(\$463)	0.0%
Blind	(\$4,169)	(\$517)	(\$517)	\$0	(\$3,652)	12.4%
Fireman	(\$5,559)	(\$1,740)	(\$12,845)	\$0	\$7,286	231.1%
Police	(\$1,390)	\$0	(\$405)	\$0	(\$985)	29.1%
TEC 54.052	(\$86,165)	(\$1,980)	(\$88,102)	\$0	\$1,937	102.2%
Military Waiver	(\$11,118)	(\$525)	(\$8,775)	\$0	(\$2,343)	78.9%
GISD Dual Credit	(\$330,205)	(\$4,644)	(\$354,599)	\$0	\$24,394	107.4%
Other	(\$2,780)	(\$600)	(\$4,350)	\$0	\$1,570	156.5%

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of May 2021**

	Budget 2021	(MTD) Actual May	(YTD) Actual 2021	Encumbrances 2021	Available 2021	% of Budget 2021
<b>Total</b>	<b>(\$543,550)</b>	<b>(\$10,906)</b>	<b>(\$542,729)</b>	<b>\$0</b>	<b>(\$821)</b>	<b>99.8%</b>
<b>Local Taxes</b>						
Current Taxes	\$14,045,387	\$197,138	\$13,174,644	\$0	\$870,743	93.8%
Delinquent	\$230,000	\$12,612	\$262,349	\$0	(\$32,349)	114.1%
Penalty & Interest	\$130,000	\$14,853	\$163,034	\$0	(\$33,034)	125.4%
Other	\$3,000	\$1,604	\$99,707	\$0	(\$96,707)	3,323.6%
<b>Total</b>	<b>\$14,408,387</b>	<b>\$226,207</b>	<b>\$13,699,735</b>	<b>\$0</b>	<b>\$708,652</b>	<b>95.1%</b>
<b>Local Revenue</b>						
Interest Income	\$115,000	\$3,343	\$25,398	\$0	\$89,602	22.1%
Miscellaneous Revenue	\$16,500	\$225	\$16,185	\$0	\$315	98.1%
Misc. Revenue-Vehicles	\$15,000	\$0	\$9,180	\$0	\$5,820	61.2%
Administrative Allowance	\$3,250	\$3,663	\$4,831	\$0	(\$1,581)	148.6%
Indirect Cost Recovery	\$35,000	\$0	\$4,180	\$0	\$30,820	11.9%
Donations	\$0	\$0	\$0	\$0	\$0	NaN
Sales and Services	\$6,800	\$0	\$0	\$0	\$6,800	0.0%
<b>Total</b>	<b>\$191,550</b>	<b>\$7,231</b>	<b>\$59,773</b>	<b>\$0</b>	<b>\$131,777</b>	<b>31.2%</b>
<b>Inter-Fund Appropriations</b>						
Transfers from Ed & Gen (Fund Bal...	\$0	\$0	\$0	\$0	\$0	NaN
Transfers from Federal Grants	\$0	\$0	\$0	\$0	\$0	NaN
Transfers from Bond Revenue	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>NaN</b>
<b>Total Revenue</b>	<b>\$23,366,745</b>	<b>\$1,001,696</b>	<b>\$21,955,547</b>	<b>\$0</b>	<b>\$1,411,198</b>	<b>\$1</b>

**Galveston College  
Fund 11 Detail Rev\Exp  
as of the end of May 2021**

Budget 2021	(MTD) Actual May	(YTD) Actual 2021	Encumbrances 2021	Available 2021	% of Budget 2021
----------------	---------------------	----------------------	----------------------	-------------------	---------------------

---

**Exp by State Classification**

**Instructional**

Welding	\$304,815	\$32,265	\$216,669	\$21,111	\$67,035	71.1%
Biology	\$348,491	\$29,735	\$248,661	\$4,593	\$95,236	71.4%
Biotechnology	\$0	\$0	\$0	\$0	\$0	NaN
Chemistry	\$208,990	\$15,177	\$131,804	\$0	\$77,185	63.1%
Env Science	\$96,033	\$4,997	\$47,802	\$0	\$48,231	49.8%
Physics	\$129,860	\$7,815	\$69,177	\$0	\$60,683	53.3%
Accounting	\$71,689	\$5,522	\$48,635	\$0	\$23,055	67.8%
Accounting Tech	\$0	\$0	\$0	\$0	\$0	NaN
Business Admin	\$15,098	\$1,900	\$9,859	\$200	\$5,039	65.3%
Hosp/Tourism	\$0	\$0	\$0	\$0	\$0	NaN
Medical Office Admin	\$184,664	\$17,128	\$150,412	\$609	\$33,643	81.5%
Logistics Op	\$102,363	\$6,682	\$50,544	\$0	\$51,819	49.4%
Med Off Admin	\$0	\$0	\$0	\$0	\$0	NaN
Sm Bus Manage	\$0	\$0	\$0	\$0	\$0	NaN
Office Tech	\$0	\$0	\$0	\$0	\$0	NaN
Paralegal	\$0	\$0	\$0	\$0	\$0	NaN
Speech	\$109,635	\$9,572	\$79,560	\$0	\$30,075	72.6%
Comp. Science	\$85,494	\$6,935	\$62,276	\$295	\$22,922	72.8%
Comp. Tech.	\$125,351	\$6,761	\$71,487	\$0	\$53,864	57.0%
Culinary Arts	\$149,904	\$10,029	\$98,692	\$7,566	\$43,646	65.8%
Cosmetology	\$199,512	\$15,014	\$143,326	\$886	\$55,300	71.8%
Engineering	\$73,611	\$703	\$31,709	\$0	\$41,902	43.1%

**Galveston College  
Fund 11 Detail Rev\Exp  
as of the end of May 2021**

	<b>Budget</b>	<b>(MTD) Actual</b>	<b>(YTD) Actual</b>	<b>Encumbrances</b>	<b>Available</b>	<b>% of Budget</b>
	<b>2021</b>	<b>May</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>
Develop-Read	\$164,845	\$6,976	\$108,564	\$1	\$56,281	65.9%
Develop-Write	\$0	\$0	\$0	\$0	\$0	NaN
Develop-Other	\$0	\$0	\$0	\$0	\$0	NaN
Education	\$9,592	\$1,171	\$8,929	\$120	\$542	93.1%
English	\$267,121	\$17,610	\$172,253	\$181	\$94,686	64.5%
Humanities	\$22,766	\$1,416	\$15,136	\$0	\$7,630	66.5%
Philosophy	\$9,567	\$575	\$6,925	\$0	\$2,641	72.4%
Foreign Lang-SPAN	\$17,400	\$1,214	\$9,543	\$0	\$7,858	54.8%
Nursing-RN	\$948,955	\$76,174	\$573,179	\$460	\$375,317	60.4%
Nursing Admin	\$168,928	\$13,121	\$119,185	\$300	\$49,443	70.6%
Allied Health	\$0	\$0	\$0	\$0	\$0	NaN
Clinical Research	\$0	\$0	\$0	\$0	\$0	NaN
Emer Med Serv	\$318,269	\$27,858	\$244,163	\$3,040	\$71,066	76.7%
Imaging-CT	\$143,330	\$9,680	\$83,821	\$0	\$59,509	58.5%
Imaging-MRI	\$133,157	\$10,238	\$87,568	\$161	\$45,428	65.8%
Imaging-Mam	\$0	\$0	\$0	\$0	\$0	NaN
Imaging-Nuclear	\$143,968	\$12,046	\$108,063	\$215	\$35,690	75.1%
Imaging-Rad Thy	\$189,243	\$12,974	\$136,677	\$0	\$52,565	72.2%
Imaging-Rad Tch	\$287,245	\$26,848	\$222,464	\$0	\$64,781	77.4%
Ophthalmic Asst	\$0	\$0	\$0	\$0	\$0	NaN
Pharmacy Tech	\$0	\$0	\$0	\$0	\$0	NaN
Phlebotomy Tech	\$0	\$0	\$0	\$0	\$0	NaN
Sonography	\$124,376	\$11,605	\$101,714	\$0	\$22,662	81.8%
Surgical Tech	\$128,677	\$12,388	\$107,072	\$0	\$21,605	83.2%

**Galveston College  
Fund 11 Detail Rev\Exp  
as of the end of May 2021**

	<b>Budget 2021</b>	<b>(MTD) Actual May</b>	<b>(YTD) Actual 2021</b>	<b>Encumbrances 2021</b>	<b>Available 2021</b>	<b>% of Budget 2021</b>
Nursing-LVN	\$199,477	\$6,903	\$138,850	\$376	\$60,251	69.6%
Develop-Math	\$274,028	\$18,270	\$164,363	\$0	\$109,664	60.0%
Mathematics	\$342,030	\$24,937	\$236,177	\$0	\$105,853	69.1%
Auto Tech	\$0	\$0	\$0	\$0	\$0	NaN
HVAC Tech	\$116,376	\$7,638	\$63,199	\$1,554	\$51,623	54.3%
Industrial Sys	\$0	\$0	\$0	\$0	\$0	NaN
Electrical and Electroncis	\$155,184	\$39,092	\$130,174	\$1,089	\$23,920	83.9%
Instrumentation	\$115,454	\$8,475	\$76,275	\$2,941	\$36,238	66.1%
Fitness Center	\$101,413	\$10,794	\$72,642	\$420	\$28,351	71.6%
Physical Ed.	\$111,952	\$8,620	\$78,488	\$822	\$32,643	70.1%
CJ-Academic	\$101,161	\$7,109	\$65,728	\$250	\$35,183	65.0%
CJ-Law Enforce	\$126,508	\$9,331	\$90,598	\$463	\$35,448	71.6%
Economics	\$58,489	\$3,758	\$39,071	\$0	\$19,419	66.8%
Government/PS	\$119,773	\$10,523	\$80,403	\$95	\$39,275	67.1%
History/Geog.	\$117,898	\$9,605	\$85,777	\$0	\$32,121	72.8%
Psychology	\$111,697	\$24,825	\$93,535	\$0	\$18,162	83.7%
Sociology	\$50,735	\$7,629	\$35,931	\$200	\$14,604	70.8%
Art	\$168,721	\$13,229	\$110,968	\$7,145	\$50,608	65.8%
Digital Imaging	\$0	\$0	\$0	\$0	\$0	NaN
Drama / Theater	\$120,305	\$7,700	\$73,335	\$430	\$46,540	61.0%
Music	\$32,508	\$1,214	\$15,507	\$990	\$16,010	47.7%
Medical Bachelors	\$110,787	\$15,213	\$116,806	\$400	(\$6,419)	105.4%
Nursing BSN	\$104,391	\$0	\$0	\$0	\$104,391	0.0%
Accreditation	\$11,500	\$0	\$600	\$0	\$10,900	5.2%

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of May 2021**

	<b>Budget</b>	<b>(MTD) Actual</b>	<b>(YTD) Actual</b>	<b>Encumbrances</b>	<b>Available</b>	<b>% of Budget</b>
	<b>2021</b>	<b>May</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>
Accreditation QEP	\$0	\$0	\$0	\$0	\$0	NaN
ATD	\$0	\$0	\$0	\$0	\$0	NaN
Faculty Dev.	\$58,176	\$5,120	\$41,081	\$0	\$17,095	70.6%
Lecture Series	\$6,600	\$0	\$2,012	\$0	\$4,588	30.5%
CE-Workforce	\$114,474	\$8,137	\$47,354	\$4,342	\$62,778	41.4%
CE Cisco	\$13,608	\$775	\$4,518	\$0	\$9,090	33.2%
CE Allied Health	\$182,768	\$12,526	\$94,274	\$10,289	\$78,205	51.6%
<b>Total Instructional</b>	<b>\$8,308,959</b>	<b>\$673,549</b>	<b>\$5,523,535</b>	<b>\$71,544</b>	<b>\$2,713,880</b>	<b>66%</b>
Instructional Donations	\$0	\$0	\$0	\$0	\$0	NaN
<b>Community Services</b>						
CE Leisure Learning	\$32,785	\$199	\$4,357	\$0	\$28,428	13.3%
CE Children Programs	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total Community Service</b>	<b>\$32,785</b>	<b>\$199</b>	<b>\$4,357</b>	<b>\$0</b>	<b>\$28,428</b>	<b>13.3%</b>
<b>Academic Support</b>						
Vice President of Instruction	\$262,796	\$20,768	\$191,022	\$21	\$71,753	72.7%
Arts & Sciences Administration	\$65,123	\$5,324	\$48,078	\$208	\$16,837	73.8%
Tech\Professional Ed. Administration	\$212,104	\$14,736	\$142,736	\$5,147	\$64,220	67.3%
Adult & Continuing Ed. Administration	\$228,322	\$17,345	\$156,361	\$0	\$71,960	68.5%
Distance Education Administration	\$165,422	\$9,943	\$106,240	\$396	\$58,787	64.2%
Hamshire - Fannett Administration	\$0	\$0	\$0	\$0	\$0	NaN
Grants Development	\$73,776	\$5,990	\$54,335	\$44	\$19,397	73.6%
Library & Learning Resources	\$385,987	\$29,672	\$294,983	\$6,475	\$84,529	76.4%

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of May 2021**

	<b>Budget</b>	<b>(MTD) Actual</b>	<b>(YTD) Actual</b>	<b>Encumbrances</b>	<b>Available</b>	<b>% of Budget</b>
	<b>2021</b>	<b>May</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>
Media Services	\$49,333	\$3,684	\$35,174	\$121	\$14,038	71.3%
Student Success Center (Tutoring)	\$147,126	\$4,445	\$65,584	\$0	\$81,542	44.6%
Testing Center	\$145,001	\$9,055	\$78,488	\$0	\$66,514	54.1%
<b>Total For Academic Support</b>	<b>\$1,734,989</b>	<b>\$120,962</b>	<b>\$1,173,001</b>	<b>\$12,413</b>	<b>\$549,576</b>	<b>67.6%</b>
<b>Student Services</b>						
Vice President of Student Services	\$306,579	\$19,364	\$189,129	\$0	\$117,450	61.7%
Admissions\Records	\$464,289	\$31,605	\$322,671	\$352	\$141,266	69.5%
Campus Security	\$563,647	\$48,026	\$377,346	\$133,653	\$52,649	66.9%
Counseling	\$614,236	\$43,340	\$393,483	\$0	\$220,753	64.1%
Financial Aid	\$326,021	\$23,132	\$191,787	\$1,000	\$133,234	58.8%
Student Activities	\$65,477	\$5,336	\$47,936	\$0	\$17,541	73.2%
Phi Theta Kappa	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total For Student Services</b>	<b>\$2,340,250</b>	<b>\$170,802</b>	<b>\$1,522,352</b>	<b>\$135,005</b>	<b>\$682,893</b>	<b>65.1%</b>
<b>Institutional Support</b>						
Board of Regents	\$37,562	\$1,011	\$14,031	\$460	\$23,070	37.4%
President	\$441,559	\$32,294	\$288,314	\$51	\$153,194	65.3%
General Institutional Expenses	\$335,913	\$10,917	\$129,849	\$725	\$205,339	38.7%
Vice President for Administration	\$188,702	\$15,001	\$139,378	\$139	\$49,185	73.9%
Business Services	\$741,334	\$72,487	\$536,493	\$13,979	\$190,863	72.4%
Human Resources & Risk Mgmt.	\$423,916	\$29,941	\$286,977	\$24,619	\$112,320	67.7%
Professional Development	\$8,100	\$0	\$144	\$0	\$7,956	1.8%
Purchasing	\$80,482	\$6,372	\$60,429	\$274	\$19,778	75.1%
Research and Planning	\$226,512	\$13,613	\$179,847	\$656	\$46,009	79.4%

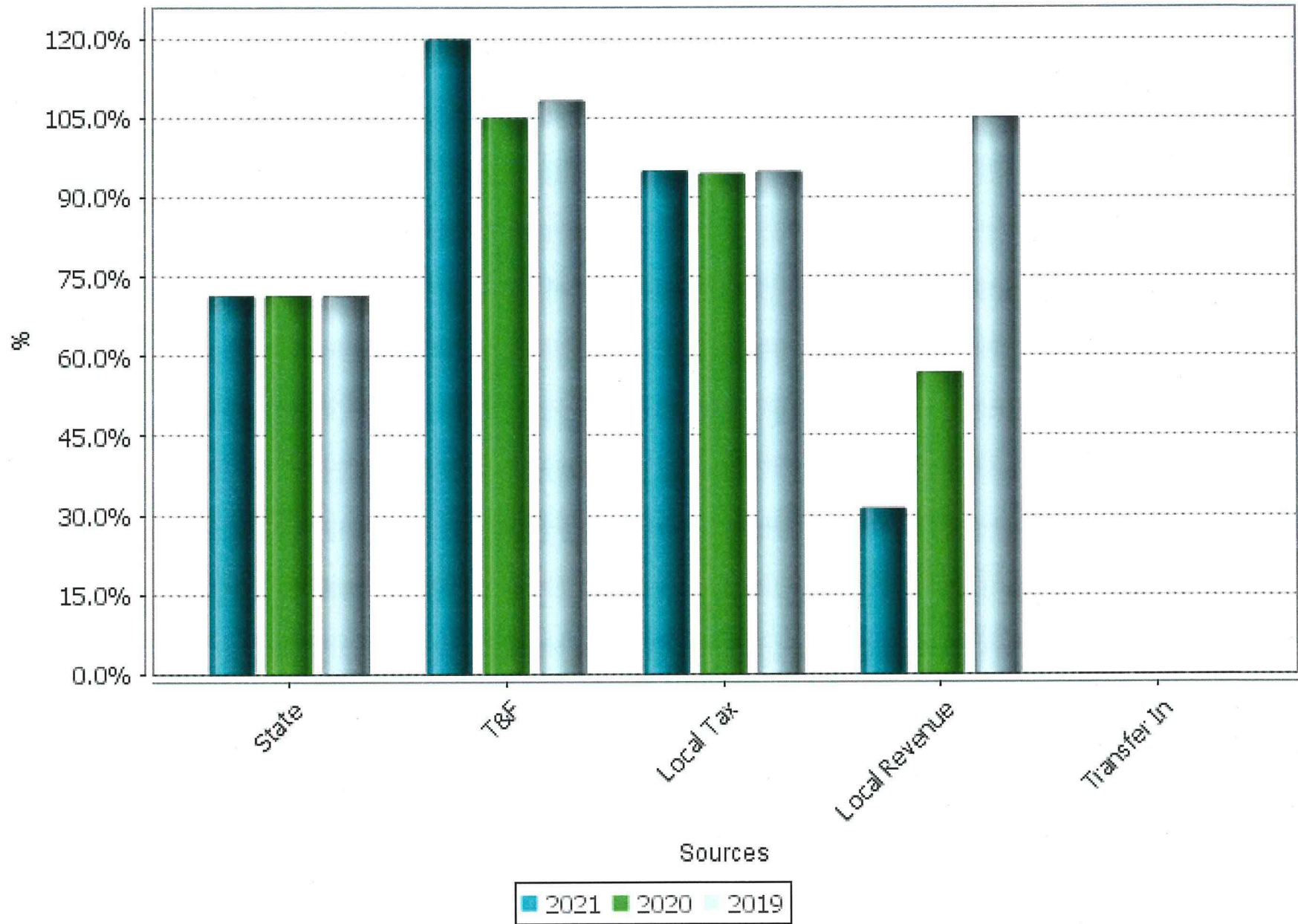
**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of May 2021**

	<b>Budget</b>	<b>(MTD) Actual</b>	<b>(YTD) Actual</b>	<b>Encumbrances</b>	<b>Available</b>	<b>% of Budget</b>
	<b>2021</b>	<b>May</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>
Information Technology	\$1,543,773	\$101,960	\$1,073,308	\$139,211	\$331,254	69.5%
Communications	\$130,524	\$16,654	\$76,686	\$18,425	\$35,413	58.8%
Vice Pres. Community Engagement	\$0	\$0	\$0	\$0	\$0	NaN
Development	\$214,255	\$17,356	\$135,608	\$397	\$78,249	63.3%
GC Foundation	\$55,143	\$4,276	\$28,561	\$347	\$26,235	51.8%
Marketing & Media	\$625,396	\$48,232	\$454,986	\$45,729	\$124,681	72.8%
<b>Total for Institutional Support</b>	<b>\$5,053,170</b>	<b>\$370,114</b>	<b>\$3,404,612</b>	<b>\$245,011</b>	<b>\$1,403,547</b>	<b>67.4%</b>
<b>Staff Benefits</b>						
Staff Benefits - State Eligible	\$22,723	\$0	\$18,722	\$0	\$4,001	82.4%
Staff Benefits - Non-State Eligible	\$0	\$0	\$0	\$0	\$0	NaN
Staff Benefits GASB68		\$0	\$0	\$0		
Staff Benefits - Retirees	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total For Staff Benefits</b>	<b>\$22,723</b>	<b>\$0</b>	<b>\$18,722</b>	<b>\$0</b>	<b>\$4,001</b>	<b>82.4%</b>
<b>Operations and Maintenance</b>						
Plant Administration	\$805,194	\$13,929	\$671,685	\$0	\$133,509	83.4%
Building Maintenance	\$1,108,188	\$36,440	\$503,829	\$385,387	\$218,972	45.5%
Custodial Services	\$452,385	\$28,968	\$308,429	\$14,557	\$129,400	68.2%
Custodial Services Tech Center	\$0	\$0	\$0	\$0	\$0	NaN
Grounds Maintenance	\$94,000	\$8,100	\$47,280	\$38,800	\$7,920	50.3%
Grounds Maintenance Tech Cente	\$0	\$0	\$0	\$0	\$0	NaN
Transportation	\$22,200	\$833	\$12,254	\$1,835	\$8,111	55.2%
Utilities	\$725,000	\$39,690	\$345,047	\$201,129	\$178,824	47.6%
Utilities Tech Center	\$105,000	\$3,429	\$30,648	\$59,136	\$15,217	29.2%

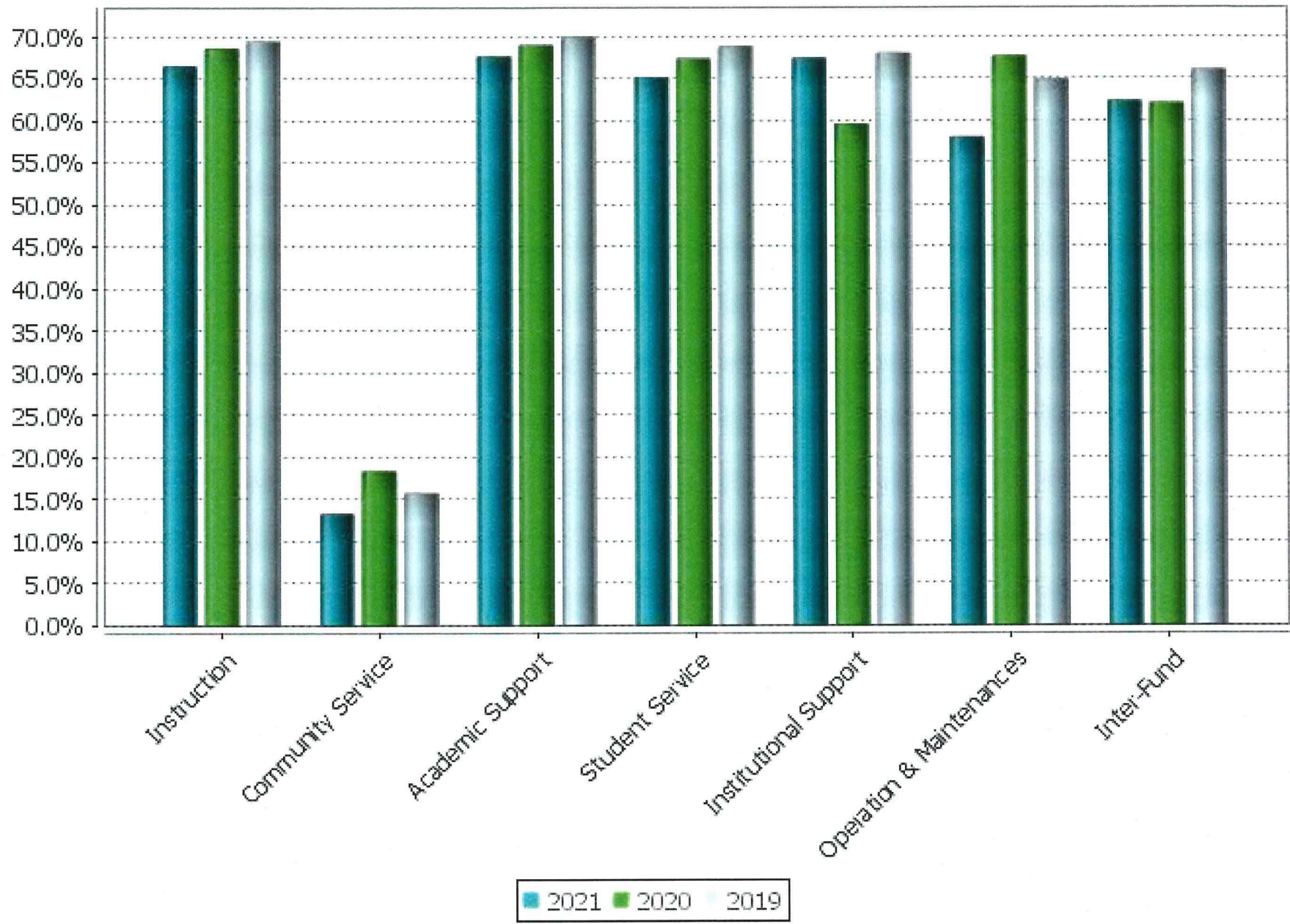
**Galveston College  
Fund 11 Detail Rev\Exp  
as of the end of May 2021**

	<b>Budget 2021</b>	<b>(MTD) Actual May</b>	<b>(YTD) Actual 2021</b>	<b>Encumbrances 2021</b>	<b>Available 2021</b>	<b>% of Budget 2021</b>
<b>Total for Operations and M...</b>	<b>\$3,311,966</b>	<b>\$131,389</b>	<b>\$1,919,172</b>	<b>\$700,843</b>	<b>\$691,951</b>	<b>57.9%</b>
<b>Inter-fund Appropriations</b>						
Transfers to Auxiliary	\$599,604	\$63,584	\$210,431	\$0	\$389,173	35.1%
Transfers to Student Activity Fund	\$59,037	\$4,626	\$65,133	\$0	(\$6,096)	110.3%
Transfer to State Eligible Ben	\$1,331,694	\$108,994	\$870,030	\$0	\$461,664	65.3%
Transfers to State Grants & Aid	\$121,568	\$0	\$112,071	\$0	\$9,497	92.2%
Transfers to Bond Revenue	\$0	\$0	\$0	\$0	\$0	NaN
Transfer to Construction	\$0	\$0	\$0	\$0	\$0	NaN
Transfers to Capital Project	\$450,000	\$37,500	\$337,500	\$0	\$112,500	75.0%
Transfers to Fixed Assets	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total Inter-fund Appropriations</b>	<b>\$2,561,903</b>	<b>\$214,703</b>	<b>\$1,595,166</b>	<b>\$0</b>	<b>\$966,737</b>	<b>62.3%</b>
<b>Expenditures Totals</b>	<b>\$23,366,745</b>	<b>\$1,681,719</b>	<b>\$15,160,916</b>	<b>\$1,164,816</b>	<b>\$7,041,013</b>	<b>64.9%</b>

### 3 Year Revenue by Percentage (YTD)



### Three Year Expense by Percentage (TYD)



**Auxiliary fund  
as of May 31, 2021**

May 31, 2021	Current year Budget 2021	Current year (MTD) Actual May	Current ... (YTD) Act... 2021	Current ... Encumbr... 2021	Current year Remaining 2021	Current year % Expended 2021
<b>Revenue by State Classification</b>						
Interfund Appropriations	\$599,604	\$63,584	\$210,431	\$0	\$389,173	35%
Bookstore Commission	\$55,000	\$0	\$32,102	\$0	\$22,898	58%
Student housing	\$241,520	\$950	\$294,431	\$0	(\$52,911)	122%
Food Service	\$306,928	\$1,154	\$353,121	\$0	(\$46,193)	115%
Special Event	\$0	\$0	\$0	\$0	\$0	NaN
Sales and Services	\$176,960	\$5,308	\$81,874	\$0	\$95,086	46%
<b>Total Revenue</b>	<b>\$1,380,012</b>	<b>\$70,996</b>	<b>\$971,959</b>	<b>\$0</b>	<b>\$408,053</b>	<b>70%</b>
<b>Expenditures by Department</b>						
Bookstore(retiree)	0	0	0	0	\$0	NaN
Student Housing	0	0	8	0	(\$8)	Infinity
Food Service	251,197	29,852	272,338	0	(\$21,141)	108%
Print Shop	143,400	7,515	72,427	53,545	\$17,428	51%
Special Event	0	0	0	0	\$0	NaN
Athletics General	78,239	3,309	41,604	0	\$36,635	53%
Baseball	408,186	21,277	300,737	7,209	\$100,240	74%
Softball	313,990	12,232	210,689	2,347	\$100,955	67%
General Institutional	185,000	2,774	74,155	8,922	\$101,923	40%
<b>Expenditures Total</b>	<b>1,380,012</b>	<b>76,959</b>	<b>971,959</b>	<b>72,022.75</b>	<b>\$336,031</b>	<b>70%</b>

**Auxiliary fund  
as of May 31, 2021**

Expenditures by Type						
General Operating	221,838	8,804	74,207	23,609	124,021.19	33%
Contracted Services	390,992	37,947	349,178	41,579	235.67	89%
Travel	56,900	3,914	20,792	0	36,107.84	37%
Equipment	48,060	3,714	22,080	6,835	19,145.65	46%
Special Event	0	0	0	0	0.00	NaN
Transfer to Scholars...	25,000	0	25,000	0	0.00	100%
Scholarships	393,900	577	293,504	0	100,396.05	75%
Salaries & Stipends	183,816	16,882	143,986	0	39,830.68	78%
Staff Benefits	59,506	5,122	43,212	0	16,293.59	73%
<b>Expenditures Total</b>	<b>1,380,012</b>	<b>76,959</b>	<b>971,959</b>	<b>72,022.75</b>	<b>336,030.67</b>	<b>70%</b>

**Student Service Fund  
as of May 31, 2021**

May 31, 2021	Current year Budget 2021	Current year (MTD) Actual May	Current ... (YTD) Act... 2021	Current ... Encumbr... 2021	Current year Remaining 2021	Current year % Expended 2021
<b>Revenue by State Classification</b>						
Interfund Appropriations	\$59,037	\$4,626	\$65,133	\$0	(\$6,096)	110%
Fund Balance Transfer	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total Revenue</b>	<b>\$59,037</b>	<b>\$4,626</b>	<b>\$65,133</b>	<b>\$0</b>	<b>(\$6,096)</b>	<b>110%</b>
<b>Expenditures by Department</b>						
Student Activities	30,687	0	3,152	47	\$27,487	10% 32
Student Government	25,750	625	6,404	380	\$18,965	25%
Phi Theta Kappa	2,600	0	0	0	\$2,600	0%
<b>Expenditures Total</b>	<b>59,037</b>	<b>625</b>	<b>9,557</b>	<b>428</b>	<b>\$49,052</b>	<b>16%</b>
<b>Expenditures by Type</b>						
General Operating	31,637	625	9,557	428	21,652	30%
Contracted Services	0	0	0	0	0	
Travel	17,400	0	0	0	17,400	0%
Equipment	0	0	0	0	0	NaN
Scholarships	0	0	0	0	0	
Salaries & Stipends	10,000	0	0	0	10,000	
Staff Benefits	0	0	0	0	0	
<b>Expenditures Total</b>	<b>59,037</b>	<b>625</b>	<b>9,557</b>	<b>428</b>	<b>49,052</b>	<b>16%</b>

**GALVESTON COLLEGE**  
**Construction\Capital Project fund**  
**as of May 31, 2021**

May 31, 2021	Current year Budget 2021	Current year (MTD) Actual May	Current year (YTD) Actual 2021	Current year Encumbrances 2021	Current year Remaining 2021
<b>Fund 71</b>					
<b>Future Expension Real Estate</b>					
<b>Revenue</b>					
Fund Balance Transfer	0	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditures</b>					
Land\Building Purchase	0	0	189,577	0	(189,577)
<b>Expenditures Total</b>	<b>0</b>	<b>0</b>	<b>189,577</b>	<b>0</b>	<b>(189,577)</b>
<b>Nursing Health Science Building</b>					
<b>Revenue</b>					
Fund Balance Transfer	150,000	0	0	0	150,000
<b>Total Revenue</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>
<b>Expenditures</b>					
Archt and Engr Fees	150,000	0	0	0	150,000
<b>Expenditures Total</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>
<b>Fund Revenue Total</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>
<b>Fund Expenditures Total</b>	<b>150,000</b>	<b>0</b>	<b>189,577</b>	<b>0</b>	<b>(39,577)</b>
<b>Fund 71 total</b>		<b>0</b>	<b>(189,577)</b>	<b>0</b>	

**GALVESTON COLLEGE**  
**Construction\Capital Project fund**  
**as of May 31, 2021**

May 31, 2021

	Current year Budget 2021	Current year (MTD) Actual May	Current year (YTD) Actual 2021	Current year Encumbrances 2021	Current year Remaining 2021
--	--------------------------------	-------------------------------------	--------------------------------------	--------------------------------------	-----------------------------------

**Capital Projects Fund 72**

**Revenue**

Transfer from Fund 11	450,000	37,500	337,500	0	112,500
<b>Total Revenue</b>	450,000	37,500	337,500	0	112,500

**Expenditures**

Contingency COVID-19	178,256	0	0	0	178,256
Telephone System Upgrade	39,400	0	0	24,439	14,961
IT Backup system	139,605	0	124,269	0	15,336
Replace Business Object with Informer	45,030	2,363	34,646	10,238	147
Media Equipment	47,709	0	47,709	0	0
<b>Expenditures Total</b>	450,000	2,363	206,623	34,677	208,700

<b>Fund Revenue Total</b>	450,000	37,500	337,500		112,500
<b>Fund Expenditures Total</b>	450,000	2,363	206,623		243,377
<b>Fund 72 total</b>		35,138	130,877		

Consideration of Consent Agenda

The consent agenda format is an organization process for meetings that allows the governing board to focus its time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support efficiency and effectiveness of the meeting.

A roll call of individual action items will determine the consent agenda. If a Regent has a question or plans to cast a negative vote regarding a specific recommendation, then the Regent(s) need to acknowledge their intention to the Chairperson by show of hand during the roll call. This action item will be considered in the regular order of business as an individual action item.

Those action items that the Regents plan to approve without further question or discussion will be placed on the consent agenda during roll call of individual action items. Upon the creation of the consent agenda, a motion, a second to the motion, and unanimous approval of the Board of Regents is needed to approve the action items. Upon approval of the consent agenda, the Board of Regents will proceed with the remainder of the agenda.

Tally of  
Action Items:

	Consent Agenda	President Recommended Separate Action	Board Separate Action	Page #
#1 – Adopt Reimbursement Resolution		✓		41
#2 – Accept FY21 Third Quarter Investment Report				45
#3 – Approve Investment Firms				48
#4 – Reaffirm Board Policy CAK Local (Including Investment Strategy) and Resolution		✓		49
#5 – Approve Contract Extension for Landscaping Maintenance Services				58
#6 – Accept U.S. Department of Education Higher Education Emergency Relief Fund-Institution at GC Grant Award				59
#7 – Approve Insurance Coverage – NFIP and TWIA		✓		74
#8 – Approve Additional Insurance Coverage – Property and Contents		✓		77
#9 – Approve Insurance Coverage – TASB All Other Perils Property and Contents		✓		85
#10 – Approve Insurance Coverage – Unemployment and Workers’ Compensation		✓		99
#11 – Approve Proposal for Wireless Network Refresh				100
#12 – Approve Proposal for Network Switch Refresh				101
#13 – Approve Proposal for Computer Lab Desktop Refresh				102
#14 – Approve 2021 Budget and Tax Rate Planning Calendar		✓		103
#15 – Adopt Resolution Granting Residence Homestead Tax Exemptions for the 2021 Tax Year		✓		105
#16 – Approve Faculty Change in Rank				107
#17 – Accept Faculty Retirement				108
#18 – Reconsider Appointment of Alternate Voting Delegate for CCATT Annual Conference		✓		109
#19 – Approve Facilities Committee Recommendation Regarding Purchase of Real Property		✓		110

Consider Adoption of Reimbursement Resolution Declaring the  
Official Intent of the Galveston Community College District to  
Reimburse Itself from the Proceeds of One or More Tax-Exempt Financings for  
Certain Expenditures Made and/or to be Made in Connection with  
Acquisition, Construction, and Equipping of Certain Capital Improvements

Staff is requesting the Board's adoption of the following reimbursement resolution declaring the official intent of the College District to reimburse itself for certain expenditures from proceeds of one or more tax-exempt financings as stated in the resolution.

**A RESOLUTION OF THE GALVESTON COLLEGE BOARD OF REGENTS  
OF GALVESTON COMMUNITY COLLEGE DISTRICT  
DECLARING ITS INTENTION TO REIMBURSE ITSELF FROM  
THE PROCEEDS OF ONE OR MORE TAX-EXEMPT FINANCINGS  
FOR CERTAIN EXPENDITURES MADE AND/OR  
TO BE MADE IN CONNECTION WITH ACQUISITION,  
CONSTRUCTION, AND EQUIPPING OF CERTAIN CAPITAL IMPROVEMENTS**

WHEREAS, Galveston Community College District (the “Issuer”) is a political subdivision organized and existing under the laws of the state of Texas; and

WHEREAS, the Issuer has paid, beginning no earlier than 60 days prior to the date hereof and will pay, on and after the date hereof, certain expenditures (the “Expenditures”) in connection with the capital project (the “Project”), as more fully described in Appendix A attached hereto; and

WHEREAS, Galveston College Board of Regents of the Issuer (the “Board”) has determined that the money previously advanced no more than 60 days prior to the date hereof and to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Issuer for the Expenditures from the proceeds of one or more issues of tax-exempt bonds (the "Bonds").

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

Section 1. The Board hereby declares the Issuer’s intent to reimburse the Issuer with the proceeds of the Bonds for the Expenditures with respect to the Project that were paid by the Issuer no more than 60 days prior to the date hereof or will be paid by the Issuer prior to the closing date of the Bonds. The Issuer reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Bonds.

Section 2. Each Expenditure was and will be properly chargeable to capital account under general federal income tax principles (determined in each case as of the date of the Expenditure) and (b) complies with Texas Law, sections 1201.042(c), Texas Government Code and Federal law, in Treasury Regulation Section 1.150-2, which authorize the use of a reimbursement resolution.

Section 3. The maximum principal amount of Bonds issued for the cost of the Project is expected to be no more than \$32,000,000.

Section 4. The Issuer will make a reimbursement allocation, which is a written allocation by the Issuer that evidences the Issuer’s use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The Division recognizes that exceptions are available for certain “preliminary expenditures,” costs of issuance, certain de minimis amounts, expenditures

by “small issuers” (based on the year of issuance and not the year of expenditure) and expenditures for construction projects of at least five years.

Section 5. This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED on this 9<sup>th</sup> day of June, 2021.

**GALVESTON COMMUNITY COLLEGE DISTRICT**

---

Karen F. Flowers  
Chairperson, Board of Regents

ATTESTED TO:

(DISTRICT SEAL)

---

Michael B. Hughes  
Secretary, Board of Regents

## **APPENDIX A**

### **DESCRIPTION OF PROJECT**

Acquisition, construction, improvement, and equipping of a new Nursing Health Sciences Education Building on the campus of the Issuer.

Consider Acceptance of Fiscal Year 2020-21 Third Quarter Investment Report

Following is the Investment Report describing the fiscal year 2020-21 third quarter investment activity for Galveston College. All investments are in compliance with the Board-approved investment policy, and the report provides detailed information regarding each investment classified by major fund groups.


It is recommended that the Board of Regents accept the Investment Report for the third quarter of fiscal year 2020-21 as presented.

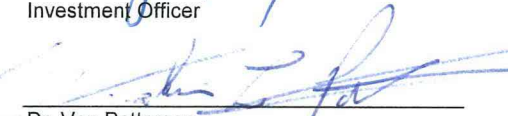
Board Investment Report FY 2021  
Third Quarter of FY 2021  
May 31, 2021


Description of Security	Account No. / CUSIP No.	Maturity Date	Beginning Book Value	Ending Book Value	Beginning Market Value	Additions	Changes	Ending Market Value	Interest Rate	Accrued Interest
<b>OPERATING</b>										
Lone Star Invest. Pool	84502	Demand	8,069,720	5,926,765	8,069,720	1,007,045	(3,150,000)	5,926,765	Variable	-
Logic	151720001	Demand	6,379,952	6,381,330	6,379,952	1,378	-	6,381,330	Variable	-
Texpool	000020101	Demand	5,710,444	5,710,648	5,710,444	203	-	5,710,648	Variable	-
Texas Term Pool	1216-00	Demand	5,114,945	5,115,557	5,114,945	612	-	5,115,557	Variable	-
MNB Repurchase Acct	3128X1PZ4	Open	400,474	661,407	400,474	260,933	-	661,407	Variable	-
Moody Bank CD	60020393	2/12/22	3,000,000	3,007,321	3,000,000	7,321	-	3,007,321	1.000	1,429
Vanguard Mutual Fund	09914660032	Demand	688,783	688,801	688,783	18	-	688,801	Variable	-
<b>TOTAL INVESTMENTS</b>			<b>\$ 29,364,318</b>	<b>\$ 27,491,828</b>	<b>\$ 29,364,318</b>	<b>\$ 1,277,510</b>	<b>\$ (3,150,000)</b>	<b>\$ 27,491,828</b>		

The above reported investments have been recorded in compliance with generally accepted accounting principles. In the opinion of the investment officers of the College, both this report and the investment portfolio of the College are in compliance with the requirements of the Public Funds Investment Act of the State of Texas and the Investment Policy of the Board of Regents of Galveston Community College District.

For information regarding Galveston College's investment portfolio, please contact Jeff Engbrock at (409) 944-1205.

  
\_\_\_\_\_  
W. Myles Shelton, Ed.D.  
Investment Officer

  
\_\_\_\_\_  
Dr. Van Patterson  
Investment Officer

  
\_\_\_\_\_  
Jeff Engbrock  
Investment Officer

**Board Investment Report FY 2021  
Interest Earned - Third Quarter of FY 2021  
For the Quarter Ended 05/31/2021**

---

**Investments**

MNB Money Market Account	512
Lonestar	177
LOGIC	1,378
Texpool	203
Texas Term	612
Vanguard	18
Moody National Bank CD	<u>7,321</u>
Total Investment Interest	10,221

**Demand Deposit**

Moody National Bank	<u>15</u>
Total Demand Deposit Interest	15
<b>TOTAL INTEREST EARNED</b>	<b><u><u>10,236</u></u></b>

Consider Approval of Investment Firms

The Public Funds Investment Act requires the Board of Regents to review, on an annual basis, the investment firms to be used. Staff recommends the utilization of the following investment firms:

Gilford Securities, Inc.

Landenburg Thalmann & Company

LOGIC (Local Government Investment Cooperative)

Lone Star Investment Pool

TexPool

TexTERM

Vanguard (Mutual Funds)

Review and Consider Reaffirmation of Board Policy CAK Local  
(Appropriations and Revenue Sources: Investments) and Resolution

The Public Funds Investment Act requires the Board of Regents to review the College's investment policy and investment strategy annually. Board Policy CAK Local is attached for review and includes the investment strategy. Also attached for adoption is a resolution confirming the Board's review of this policy.

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LOCAL)

The College District shall invest all available funds in conformance with these legal and administrative guidelines.

**Investment Authority**

The President and other person(s) designated by Board resolution shall serve as the investment officer(s) of the College District and shall invest College District funds as directed by the Board and in accordance with the College District's written investment policy and generally accepted accounting procedures. All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

Authorized  
Resolution

A trading resolution shall be established with this investment policy, authorizing the investment officer(s) or agent to engage in investment transactions on behalf of the College District. The trading resolution shall be used to establish brokerage and banking accounts in the performance of this policy. The persons authorized by the trading resolution to transact business for the College District are also authorized to approve wire transfers used in the process of investing.

Prudence

The standard of prudence to be used in the investment function shall be the "prudent person" standard and shall be applied in the context of managing the overall portfolio. This standard states:

"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived."

LIMITATION OF  
PERSONAL  
LIABILITY

The College President, investment officers, and those delegated investment authority under this policy, when acting in accordance with the written procedures and all applicable policies and in accordance with the Prudent Person Rule, shall be relieved of personal responsibility and liability in the management of the College District's portfolio provided that deviations from expectations for a specific security's credit risk or market price change or portfolio shifts are reported in a timely manner and that appropriate action is taken to control adverse market effects.

**Approved  
Investment  
Instruments**

From those investments authorized by law and described further in CAK(LEGAL) under Authorized Investments, the Board shall permit investment of College District funds, including bond proceeds and pledged revenue to the extent allowed by law, in

DATE ISSUED:  
CAK(LOCAL)

ADOPTED:

1 of 7

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LOCAL)

only the following investment types, consistent with the strategies and maturities defined in this policy:

1. Obligations of, or guaranteed by, governmental entities, as permitted by Government Code 2256.009.
2. Certificates of Deposit and share certificates as permitted by Government Code 2256.010.
3. Fully collateralized repurchase agreements permitted by Government Code 2256.011.
4. A securities lending program as permitted by Government Code 2256.0115
5. Banker's acceptances as permitted by Government Code 2256.012.
6. Commercial paper as permitted by Government Code 2256.0013
7. No-load mutual funds, except for bond proceeds, and no-load money market mutual funds as permitted by Government Code 2256.014.
8. A guaranteed investment contract as investment vehicle for bond proceeds, provided it meets the criteria and eligibility requirements established by Government Code 2256.105
9. Public funds investment pools as permitted by Government Code 2256.016
10. Cash management and fixed income funds as permitted by Government Code 2256.020.
11. Negotiable certificates of deposits as permitted by Government Code 2256.020.
12. Corporate bond, debentures, or similar debt obligations as permitted by Government Code 2256.020.

Investments in collateralized mortgage obligations are strictly prohibited. In accordance with Texas state law, the following are not authorized investments:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pay no interest;

DATE ISSUED:  
CAK(LOCAL)

ADOPTED:

2 of 7

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LOCAL)

2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized mortgage obligations that have a stated final maturity of greater than ten years; and
4. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

**Safety**

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio, and offsets during a 12-month period any market price losses resulting from interest-rate fluctuations by income received from the balance of the portfolio. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

**Investment Management**

In accordance with Government Code 2256.005(b)(3), the quality and capability of investment management for College District funds shall be in accordance with the standard of care, investment training, and other requirements set forth in Government Code Chapter 2256.

**Liquidity and Maturity**

Any internally created pool fund group of the College District shall have a maximum dollar weighted maturity of 180 days. The maximum allowable stated maturity of any other individual investment owned by the College District shall not exceed one year from the time of purchase. The Board may specifically authorize a longer maturity for a given investment, within legal limits.

The College District's investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements.

**Diversity**

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer.

**Monitoring Market Prices**

The investment officer(s) shall monitor the investment portfolio and shall keep the Board informed of significant changes in the market value of the College District's investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments,

DATE ISSUED:  
CAK(LOCAL)

ADOPTED:

3 of 7

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LOCAL)

depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

**Monitoring Rating Changes**

In accordance with Government Code 2256.005(b), the investment officer(s) shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

**Collateralization**

Consistent with the requirements of state law, the College District requires all banks, savings banks, and credit union deposits to be federally insured or collateralized with eligible obligations. Financial institutions serving as College District depositories shall be required to sign an agreement with the College District in compliance with federal regulations. The agreement shall require compliance with the PFIA and this investment policy, establish an independent custodian for all pledged collateral, define the eligible collateral and the College District's rights to the collateral in case of default, bankruptcy, or closing, and establish a perfected security interest in compliance with federal and state regulations.

**Allowable Collateral**

For financial institution deposits, the eligible types of collateralization of deposits are defined by the "Public Funds Collateral Act" (Chapter 2257, Texas Government Code). The eligibility of specific issues may at times be restricted or prohibited, at the sole discretion of the College District.

For repurchase agreements, collateral underlying the repurchase agreement is limited to cash and U.S. government and agency obligations, which are eligible for wire transfer (i.e., book entry) to the College District's designated custodian through the Federal Reserve System.

**Collateral Levels**

Collateral is valued at current market plus interest accrued through the date of valuation.

**Monitoring Collateral Adequacy**

For financial institution deposits, the College District requires monthly reports with market values of pledged securities from all financial institutions with which the College District has collateralized deposits. The College District shall regularly monitor the adequacy of collateral.

For repurchase agreements, regular monitoring by the College District of all collateral underlying repurchase agreements shall be required. More frequent monitoring may be necessary during periods of market volatility.

DATE ISSUED:  
CAK(LOCAL)

ADOPTED:

4 of 7

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LOCAL)

Collateral  
Substitution

Collateralized deposits often require substitution of collateral. Any broker/dealer or financial institution requesting substitution must contact the investment officer(s) for approval and settlement. The substituted collateral's value will be calculated and substitution approved if its value is equal to or greater than the required value [see Collateral Levels]. The investment officer(s) shall give immediate notification of the decision to the custodian holding the collateral. Substitution is allowable for all transactions but should be limited, if possible, to minimize potential administrative problems and transfer expense. The investment officer(s) may limit substitution and assess appropriate fees if substitution becomes excessive or abusive.

Collateral  
Reductions

Should the collateral's market value exceed the required amount, any broker/dealer or financial institution may request approval from the investment officer(s) to reduce collateral. Collateral reductions may be permitted only if the College District's records indicate that the collateral's market value exceeds the required amount.

**Funds / Strategies**

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the College District and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

Operating and  
Operating Reserve  
Funds

Investment strategies for operating funds and operating reserve funds (including any commingled pools containing operating funds) shall have as their primary objectives the preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

Debt Service Funds

Investment strategies for debt service funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

Custodial (Agency)  
Funds

Investment strategies for custodial (agency) funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

Capital Project  
Funds

Investment strategies for capital project funds shall have as their primary objective the preservation and safety of the principal and sufficient investment liquidity to timely meet capital project

DATE ISSUED:  
CAK(LOCAL)

ADOPTED:

5 of 7

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LOCAL)

obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.

**Safekeeping and Custody**

The College District shall retain clearly marked receipts providing proof of the College District's ownership. The College District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with College District funds by the investment pool.

**Sellers of Investments / Authorized Financial Dealers and Institutions**

Securities shall only be purchased from those institutions included on the College District's approved list of brokers/dealers. This list of approved brokers/dealers shall be reviewed at least annually by the College District's investment officers.

Prior to handling investments on behalf of the College District, a broker/dealer or qualified representative of a business organization must submit required written documents in accordance with law.

Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC), and be in good standing with the Financial Industry Regulatory Authority (FINRA).

**Soliciting Bids for CDs**

In order to get the best return on its investments, the College District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.

**Interest Rate Risk**

To reduce exposure to changes in interest rates that could adversely affect the value of investments, the College District shall use final and weighted-average-maturity limits and diversification.

The College District shall monitor interest rate risk using weighted average maturity and specific identification.

**Internal Controls**

A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the College District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.

DATE ISSUED:  
CAK(LOCAL)

ADOPTED:

6 of 7

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LOCAL)

4. Clear delegation of authority.
5. Written confirmation of telephone transactions.
6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.
7. Avoidance of bearer-form securities.

These controls shall be reviewed by the College District's independent auditing firm.

**Performance  
Evaluation and  
Reporting**

The investment officer(s) shall submit quarterly reports to the Board containing sufficient information to permit an informed outside reader to evaluate the performance of the investment program. At a minimum, this report shall contain:

1. Beginning and ending market value of the portfolio by market sector and total portfolio;
2. Beginning and ending carrying (book) value of the portfolio by market sector and total portfolio;
3. Transactions that change market and book value;
4. Detail reporting on each asset (book, market, and maturity dates at a minimum);
5. Overall current yield of the portfolio;
6. Overall weighted average maturity of the portfolio; and
7. Maximum maturities in the portfolio.

The report shall be prepared jointly by all involved in the investment activity and signed by the investment officers.

**Annual Review**

The Board shall review this investment policy and investment strategies not less than annually and shall document its review in writing, which shall include whether any changes were made to either the investment policy or investment strategies.

**Annual Audit**

In conjunction with the annual financial audit, the College District shall perform a compliance audit of management controls on investments and adherence to the College District's established investment policies.

**A RESOLUTION OF THE  
GALVESTON COMMUNITY COLLEGE DISTRICT  
BOARD OF REGENTS CONFIRMING THE REVIEW OF THE  
INVESTMENT POLICY AND  
INVESTMENT STRATEGIES; PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Chapter 2256 of the Texas Government Code, also known as the Public Funds Investment Act (PFIA), requires the governing body of an investing entity to adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds and funds under its control; and

WHEREAS, once an investment policy has been adopted, the PFIA also requires the governing body of an investing entity to review its investment policy and investment strategies not less than annually; and

WHEREAS, the PFIA states that the governing body shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF THE GALVESTON COMMUNITY COLLEGE DISTRICT:

Section 1. That the Board of Regents has reviewed the attached investment policy for the Galveston Community College District and the strategies contained therein (Attachment A) and there are no changes from the previous year.

Section 2. That the Board believes that the investment policy meets the provisions of Chapter 2256, Texas Government Code, as it may be amended from time to time.

Section 3. That this Resolution shall be in effect immediately upon its adoption.

PASSED AND ADOPTED this 9<sup>th</sup> day of June, 2021.

**GALVESTON COMMUNITY COLLEGE DISTRICT**

\_\_\_\_\_  
Karen F. Flowers  
Chairperson, Board of Regents

ATTESTED TO:

(DISTRICT SEAL)

\_\_\_\_\_  
Michael B. Hughes  
Secretary, Board of Regents

Consider Approval of Contract Extension for Landscaping Maintenance Services

Staff is requesting Board approval to extend the landscaping maintenance services contract for one year with Beach Town Lawn Service LLC. The original one-year contract was awarded in 2020 with the option of four additional annual renewals to allow for changes in the cost of labor and materials. The current contract, in the amount of \$36,000 annually plus \$1 per palm for trimming, ends on June 30, 2021. Beach Town Lawn Service is requesting an increase of \$160 per month for the maintenance of property recently purchased by the College at 2212 39<sup>th</sup> Street. This contract extension would begin on July 1, 2021, and end on June 30, 2022. When the request for proposals was issued in 2020, Beach Town Lawn Service was the low bidder.

Although this expenditure does not exceed the \$50,000 Board-approved threshold, it is possible that additional services may be needed; therefore, this agenda item is being submitted for approval. The source of funding would be the Education and General Fund – Grounds Maintenance – Contracted Services Account (11-61040-51210).

Consider Acceptance of U.S. Department of Education  
Higher Education Emergency Relief Fund–Institution at Galveston College Grant Award

On March 11, 2021, the American Rescue Plan Act of 2021 (ARP) (Pub. L. 117-2) was signed into law. The ARP appropriated approximately \$39.6 billion for the Higher Education Emergency Relief Fund (HEERF) and represents the third stream of funding appropriated for HEERF to prevent, prepare for, and respond to coronavirus. Taken together, the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (Pub. L. 116–136), the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) (Pub. L. 116-260), and the ARP represent HEERF I, HEERF II, and HEERF III, respectively. HEERF III is structured like the HEERF II programs under the CRRSAA, with some differences.

Galveston College has been awarded \$4,367,587 through the U.S. Department of Education for the ARP HEERF III grant. Of the total amount awarded, a minimum of \$2,249,127 is to be allocated for student aid and a maximum of \$2,118,460 for the institution. The budget period is May 5, 2020 through May 18, 2022.

There are two Grant Award Notifications (GAN) that follow this page. The first GAN shows the previous cumulative amount for HEERF I and HEERF II institutional funds of \$2,698,376. It also shows the current award for new HEERF III institutional grant funds is \$2,118,460. A combined total of \$4,816,836 has been awarded to Galveston College for HEERF institutional grant funds. In addition to the GAN, the second includes the ARP supplemental agreements for the institutional portion and the student portion of the grant. These supplemental agreements provide details of allowable uses.

Staff is requesting the Board’s acceptance of this ARP HEERF III grant award increase of \$2,118,460.



**US Department of Education  
Washington, D.C. 20202**

P425F200925 - 20B

**GRANT AWARD NOTIFICATION**

<b>1</b>	<b>RECIPIENT NAME</b>  Galveston College 4015 Avenue Q Galveston, TX 77550	<b>2</b>	<b>AWARD INFORMATION</b>  PR/AWARD NUMBER      P425F200925 - 20B ACTION NUMBER        6 ACTION TYPE            Revision AWARD TYPE             Formula							
<b>3</b>	<b>PROJECT STAFF</b>  <b>RECIPIENT STATE DIRECTOR</b> Mary Powers                      409=944-1287 <a href="mailto:mpowers@gc.edu">mpowers@gc.edu</a> <b>EDUCATION PROGRAM CONTACT</b> Christopher M Smith              (202) 219-7012 <a href="mailto:christopher.smith@ed.gov">christopher.smith@ed.gov</a> <b>EDUCATION PAYMENT HOTLINE</b> G5 PAYEE HELPDISK              888-336-8930 <a href="mailto:edcaps.user@ed.gov">edcaps.user@ed.gov</a>	<b>4</b>	<b>PROJECT DESCRIPTION</b>  84.425F Higher Education Emergency Relief Fund-Institution at Galveston College							
<b>5</b>	<b>KEY PERSONNEL</b>  N/A									
<b>6</b>	<b>AWARD PERIODS</b>  BUDGET PERIOD            05/05/2020 - 01/19/2022 FEDERAL FUNDING PERIOD    05/05/2020 - 01/19/2022  FUTURE BUDGET PERIODS  N/A									
<b>7</b>	<b>AUTHORIZED FUNDING</b>  CURRENT AWARD AMOUNT            \$2,118,460.00 PREVIOUS CUMULATIVE AMOUNT    \$2,698,376.00 CUMULATIVE AMOUNT                \$4,816,836.00									
<b>8</b>	<b>ADMINISTRATIVE INFORMATION</b>  DUNS/SSN            060716321 REGULATIONS        EDGAR AS APPLICABLE 2 CFR AS APPLICABLE ATTACHMENTS        N/A									
<b>9</b>	<b>LEGISLATIVE AND FISCAL DATA</b>  AUTHORITY:                              PL 116-136 TITLE VIII CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT PROGRAM TITLE:                          EDUCATION STABILIZATION FUND CFDA/SUBPROGRAM NO:                84.425F									
	<b>FUND CODE</b>	<b>FUNDING YEAR</b>	<b>AWARD YEAR</b>	<b>ORG. CODE</b>	<b>CATEGORY</b>	<b>LIMITATION</b>	<b>ACTIVITY</b>	<b>CFDA</b>	<b>OBJECT CLASS</b>	<b>AMOUNT</b>
	0251N	2021	2021	EP000000	B	DRA	STT	425	4101C	\$2,118,460.00



US Department of Education  
Washington, D.C. 20202

P425F200925 - 20B

GRANT AWARD NOTIFICATION

10

PR/AWARD NUMBER: P425F200925 - 20B  
RECIPIENT NAME: Galveston College

TERMS AND CONDITIONS

- (1) THIS ACTION IS TO INCREASE THE GRANT AWARD IN THE AMOUNT SHOWN IN BLOCK 7.
- (2) NEW ARP FUNDS: The grant funds awarded herein pursuant to section 2003 of the American Rescue Plan Act of 2021 (ARP) (Pub. L. 117-2) are governed by section 2003 of the ARP and section 314 of the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) (Pub. L. 116-260) and the terms and conditions of the Supplemental Agreement attached to this GAN.

BY DRAWING DOWN THESE GRANT FUNDS, YOU AGREE TO BE BOUND BY THESE CONDITIONS SET FORTH ON THE BEHALF OF THE INSTITUTION YOU REPRESENT AND YOU WARRANT THAT YOU HAVE THE AUTHORITY TO BIND THE INSTITUTION TO THESE CONDITIONS.

ADMINISTRATIVE COSTS: Institutions may charge reasonable direct administrative costs to the supplemental funds made available under this award.

INDIRECT COSTS: Institutions may charge indirect costs to supplemental funds made available under this award consistent with its negotiated indirect cost rate agreement. If grantee does not have a current negotiated indirect cost rate with its cognizant agency for indirect costs, it may appropriately charge the de minimis rate of ten percent of Modified Total Direct Costs (MTDC) under 2 CFR 200.414.

3-DAY DRAWDOWN AND CASH MANAGEMENT REQUIREMENTS: Consistent with 2 CFR 200.305, grantee must minimize the time between drawing down funds from G5 and paying incurred obligations (liquidation). Grantees that draw down funds and do not pay the incurred obligation (liquidate) within 3 calendar days may be subject to heightened scrutiny by the Department, Grantee s auditors, and/or the Department s Office of the Inspector General (OIG). Grantees that return funds pursuant to mistakes in drawing down excessive grant funds in advance of need may also be subject to heightened scrutiny by the Department, Grantee s auditors, and/or the Department s OIG. Grantee must maintain drawn down grant funds in an interest-bearing account, and any interest earned on all Federal grant funds above \$500 (all Federal grants together) during an institution s fiscal year must be returned (remitted) to the Federal government via a process described here: <https://www2.ed.gov/documents/funding-101/g5-returning-interest.pdf>.

Michelle A Cooper  
Acting Assistant Secretary

05/19/2021

AUTHORIZING OFFICIAL

DATE





US Department of Education  
Washington, D.C. 20202

P425F200925

**GRANT AWARD NOTIFICATION**

**10**

PR/AWARD NUMBER: P425F200925  
RECIPIENT NAME: Galveston College

TERMS AND CONDITIONS

- (1) THE BUDGET PERIOD AND PERFORMANCE PERIOD FOR THIS PROJECT ARE CHANGED TO THE DATES IN BLOCK 6. NO ADDITIONAL FUNDS ARE PROVIDED BY THIS ACTION.

Michelle A Cooper  
Acting Assistant Secretary

05/20/2021

AUTHORIZING OFFICIAL

DATE

## EXPLANATION OF BLOCKS ON THE GRANT AWARD NOTIFICATION

**For Discretionary, Formula and Block Grants** (See Block 2 of the Notification)

- 1. RECIPIENT NAME** - The legal name of the recipient or name of the primary organizational unit that was identified in the application, state plan or other documents required to be submitted for funding by the grant program.
- 2. AWARD INFORMATION** - Unique items of information that identify this notification.
  - PR/AWARD NUMBER** - A unique, identifying number assigned by the Department to each application. On funded applications, this is commonly known as the "grant number" or "document number." The PR/Award Number is also known as the Federal Award Identifying Number, or FAIN.
  - ACTION NUMBER** - A numeral that represents the cumulative number of steps taken by the Department to date to establish or modify the award through fiscal or administrative means. Action number "01" will always be "NEW AWARD"
  - ACTION TYPE** - The nature of this notification (e.g., NEW AWARD, CONTINUATION, REVISION, ADMINISTRATIVE)
  - AWARD TYPE** - The particular assistance category in which funding for this award is provided, i.e., DISCRETIONARY, FORMULA, or BLOCK. If this award was made under a Research and Development grant program, the terms RESEARCH AND DEVELOPMENT will appear under DISCRETIONARY, FORMULA OR BLOCK.
- 3. PROJECT STAFF** - This block contains the names and telephone numbers of the U.S. Department of Education and recipient staff who are responsible for project direction and oversight.
  - \*RECIPIENT PROJECT DIRECTOR** - The recipient staff person responsible for administering the project. This person represents the recipient to the U.S. Department of Education.
  - EDUCATION PROGRAM CONTACT** - The U.S. Department of Education staff person responsible for the programmatic, administrative and business management concerns of the Department.
  - EDUCATION PAYMENT CONTACT** - The U.S. Department of Education staff person responsible for payments or questions concerning electronic drawdown and financial expenditure reporting.
- 4. PROJECT TITLE AND CFDA NUMBER** - Identifies the Catalog of Federal Domestic Assistance (CFDA) subprogram title and the associated subprogram number.
- 5.\* KEY PERSONNEL** - Name, title and percentage (%) of effort the key personnel identified devotes to the project.
- 6. AWARD PERIODS** - Project activities and funding are approved with respect to three different time periods, described below:
  - BUDGET PERIOD** - A specific interval of time for which Federal funds are being provided from a particular fiscal year to fund a recipient's approved activities and budget. The start and end dates of the budget period are shown.
  - PERFORMANCE PERIOD** - The complete length of time the recipient is proposed to be funded to complete approved activities. A performance period may contain one or more budget periods.
  - \*FUTURE BUDGET PERIODS** - The estimated remaining budget periods for multi-year projects and estimated funds the Department proposes it will award the recipient provided substantial progress is made by the recipient in completing approved activities, the Department determines that continuing the project would be in the best interest of the Government, Congress appropriates sufficient funds under the program, and the recipient has submitted a performance report that provides the most current performance information and the status of budget expenditures.
- 7. AUTHORIZED FUNDING** - The dollar figures in this block refer to the Federal funds provided to a recipient during the award periods.
  - \*THIS ACTION** - The amount of funds obligated (added) or de-obligated (subtracted) by this notification.
  - \*BUDGET PERIOD** - The total amount of funds available for use by the grantee during the stated budget period to this date.
  - \*PERFORMANCE PERIOD** - The amount of funds obligated from the start date of the first budget period to this date.
  - RECIPIENT COST SHARE** - The funds, expressed as a percentage, that the recipient is required to contribute to the project, as defined by the program legislation or regulations and/or terms and conditions of the award.
  - RECIPIENT NON-FEDERAL AMOUNT** - The amount of non-federal funds the recipient must contribute to the project as identified in the recipient's application. When non-federal funds are identified by the recipient where a cost share is not a legislation requirement, the recipient will be required to provide the non-federal funds.
- 8. ADMINISTRATIVE INFORMATION** - This information is provided to assist the recipient in completing the approved activities and managing the project in accordance with U.S. Department of Education procedures and regulations.

**DUNS/SSN** - A unique, identifying number assigned to each recipient for payment purposes. The number is based on either the recipient's assigned number from Dun and Bradstreet or the individual's social security number.

**\*REGULATIONS** - Title 2 of the Code of Federal Regulations(CFR), Part 200 as adopted at 2 CFR 3474; the applicable parts of the Education Department General Administrative Regulations (EDGAR), specific program regulations (if any), and other titles of the CFR that govern the award and administration of this grant.

**\*ATTACHMENTS** - Additional sections of the Grant Award Notification that discuss payment and reporting requirements, explain Department procedures, and add special terms and conditions in addition to those established, and shown as clauses, in Block 10 of the award. Any attachments provided with a notification continue in effect through the project period until modified or rescinded by the Authorizing Official.

**9. LEGISLATIVE AND FISCAL DATA** - The name of the authorizing legislation for this grant, the CFDA title of the program through which funding is provided, and U.S. Department of Education fiscal information.

**FUND CODE, FUNDING YEAR, AWARD YEAR, ORG.CODE, PROJECT CODE, OBJECT CLASS -**

The fiscal information recorded by the U.S. Department of Education's Grants Management System (G5) to track obligations by award.

**AMOUNT** - The amount of funds provided from a particular appropriation and project code. Some notifications authorize more than one amount from separate appropriations and/or project codes. The total of all amounts in this block equals the amount shown on the line, "THIS ACTION" (See "AUTHORIZED FUNDING" above (Block 7)).

**10. TERMS AND CONDITIONS** - Requirements of the award that are binding on the recipient.

**\*PARTICIPANT NUMBER** - The number of eligible participants the grantee is required to serve during the budget year.

**\*GRANTEE NAME** - The entity name and address registered in the System for Award Management (SAM). This name and address is tied to the DUNS number registered in SAM under the name and address appearing in this field. This name, address and the associated DUNS is what is displayed in the SAM Public Search.

**\*PROGRAM INDIRECT COST TYPE** - The type of indirect cost permitted under the program (i.e. Restricted, Unrestricted, or Training).

**\*PROJECT INDIRECT COST RATE** - The indirect cost rate applicable to this grant.

**\*AUTHORIZING OFFICIAL** - The U.S. Department of Education official authorized to award Federal funds to the recipient, establish or change the terms and conditions of the award, and authorize modifications to the award

**FOR FORMULA AND BLOCK GRANTS ONLY:**

(See also Blocks 1, 2, 4, 6, 8, 9 and 10 above)

**3. PROJECT STAFF** - The U.S. Department of Education staff persons to be contacted for programmatic and payment questions.

**7. AUTHORIZED FUNDING**

**CURRENT AWARD AMOUNT** - The amount of funds that are obligated (added) or de-obligated (subtracted) by this action.

**PREVIOUS CUMULATIVE AMOUNT** - The total amount of funds awarded under the grant before this action.

**CUMULATIVE AMOUNT** - The total amount of funds awarded under the grant, this action included.

---

\* This item differs or does not appear on formula and block grants.

**American Rescue Plan Act of 2021  
Supplemental Agreement (ALN 84.425F) ((a)(1) Institutional Portion)**

**SUPPLEMENTAL GRANT FUNDS FOR INSTITUTIONS**

The terms, conditions, and requirements governing your institution's (Recipient's) use of these supplemental grant funds awarded pursuant to section 2003 of the American Rescue Plan Act of 2021 (ARP) (Pub. L. 117-2) (supplemental award or grant) by the U.S. Department of Education (Department) are governed by section 2003 of the ARP and section 314 of the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) (Pub. L. 116-260) and the following terms and conditions of this Supplemental Agreement.

**BY DRAWING DOWN THESE GRANT FUNDS, YOU AGREE TO BE BOUND BY THE CONDITIONS SET FORTH ON BEHALF OF THE INSTITUTION YOU REPRESENT, AND YOU WARRANT THAT YOU HAVE THE AUTHORITY TO BIND THE INSTITUTION TO THE FOLLOWING CONDITIONS:**

**Use of Supplemental Grant Funds:**

1. Under section 314(c) of the CRRSAA, Recipient, an institution of higher education as defined in section 101 or 102(c) of the Higher Education Act of 1965, as amended (HEA), 20 USC § 1001 or 1002(c), may use these supplemental grant funds for Recipient's Institutional Costs to defray expenses associated with coronavirus (including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff trainings, and payroll) and make additional emergency financial grants to students, which may be used for any component of the student's cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care), or child care.
2. Under section 2003(5) of the ARP, Recipient must use a portion of their institutional funds received under this supplemental award to (a) implement evidence-based practices to monitor and suppress coronavirus in accordance with public health guidelines and (b) conduct direct outreach to financial aid applicants about the opportunity to receive a financial aid adjustment due to the recent unemployment of a family member or independent student, or other circumstances, described in section 479A of the HEA (20 USC § 1087tt).
3. Recipient may, but is not required to, use funds designated for Recipient's Institutional Costs to provide additional emergency financial aid grants to students. If Recipient chooses to use these grant funds designated for Recipient's Institutional Costs to provide additional emergency financial aid grants to students, then those funds are subject to the requirements described in the ARP Supplemental Grant Funds for Students Agreement.
4. The Secretary urges Recipient to devote the maximum amount of funds possible to emergency financial aid grants to students, including some or all of the funds allocated for Recipient's Institutional Costs. The Secretary urges Recipient to take strong measures

to ensure that emergency financial aid grants to students are made to the maximum extent possible.

5. Recipient acknowledges that no supplemental grant funds may be used to fund construction; acquisition of real property; contractors for the provision of pre-enrollment recruitment activities; marketing or recruitment; endowments; capital outlays associated with facilities related to athletics, sectarian instruction, or religious worship; senior administrator or executive salaries, benefits, bonuses, contracts, incentives; stock buybacks, shareholder dividends, capital distributions, and stock options; or any other cash or other benefit for a senior administrator or executive.
6. Recipient acknowledges that it may voluntarily decline all or a portion of its ARP (a)(1) institutional funds. The recipient may indicate this by submitting the Voluntary Decline of HEERF form (OMB Control Number 1840-0856) to the Department by August 11, 2021. Recipient further acknowledges if it submits this form, it will be ineligible for the future redistribution of ARP HEERF grant funds to other institutions with greater needs due to the coronavirus.

**Grant Administration:**

7. Recipient acknowledges that consistent with 2 CFR § 200.305, it must minimize the time between drawing down funds from G5 and paying incurred obligations (liquidation). Recipient further acknowledges that if it draws down funds and does not pay the incurred obligations (liquidates) within 3 calendar days it may be subject to heightened scrutiny by the Department, Recipient's auditors, and/or the Department's Office of the Inspector General (OIG). Recipient further acknowledges that returning funds pursuant to mistakes in drawing down excessive grant funds in advance of need may also be subject to heightened scrutiny by the Department, Recipient's auditors, and/or the Department's OIG. Finally, Recipient acknowledges that it must maintain drawn down grant funds in an interest-bearing account, and any interest earned on all Federal grant funds above \$500 (all Federal grants together) during an institution's fiscal year must be returned (remitted) to the Federal government via a process described here:  
<https://www2.ed.gov/documents/funding-101/g5-returning-interest.pdf>.
8. Recipient may charge indirect costs to supplemental funds made available under this award consistent with its negotiated indirect cost rate agreement. If Recipient does not have a current negotiated indirect cost rate with its cognizant agency for indirect costs, it may appropriately charge the *de minimis* rate of ten percent of Modified Total Direct Costs (MTDC) under 2 CFR § 200.414. Recipient may also charge reasonable direct administrative costs to the supplemental funds made available under this award.
9. Recipient acknowledges that any obligation under this grant (pre-award costs pursuant to 2 CFR § 200.458) must have been incurred on or after March 13, 2020, the date of the declaration of a National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak ([85 FR 15337](#)).

10. Recipient must promptly and to the greatest extent practicable expend all grant funds from this award within the one-year period of performance (2 CFR § 200.77) specified in Box 6 of this Grant Award Notification (GAN).
11. Recipient must, to the greatest extent practicable, continue to pay its employees and contractors during the period of any disruptions or closures related to coronavirus pursuant to section 315 of the CRRSAA.
12. Recipient acknowledges that its failure to draw down any amount (\$1 or more) of its supplemental grant funds within 90 days of the date of this supplemental award will constitute nonacceptance of the terms, conditions, and requirements of this Supplemental Agreement and of these supplemental grant funds. In such event, the Department, in its sole discretion, may choose to deobligate these supplemental grant funds or take other appropriate administrative action, up to and including terminating the grant award pursuant to 2 CFR § 200.340.

**Reporting and Accountability:**

13. Recipient must promptly and timely provide a detailed accounting of the use and expenditure of the funds provided by this supplemental award in such manner and with such frequency as the Secretary may require.
14. Recipient must comply with all requirements of the Single Audit Act Amendments of 1996, 31 USC § 7501, et seq. (Single Audit Act) and all applicable auditing standards. Considering that the HEERF grant program is a new program not previously audited or subjected to Department oversight, and the inherent risk that comes with a new program, the Department strongly suggests that the HEERF grant program be audited as a major program in the first fiscal year(s) that the institution received a HEERF grant.
15. Recipient acknowledges it is under a continuing affirmative duty to inform the Department if Recipient is to close or terminate operations as an institution or merge with another institution. In such cases, Recipient must promptly notify in writing the assigned education program officer contact in Box 3. Additionally, Recipient must promptly notify the assigned education program officer if the Recipient's Authorized Representative changes.
16. Recipient must cooperate with any examination of records with respect to the advanced funds by making records and authorized individuals available when requested, whether by (a) the Department and/or its OIG; or (b) any other Federal agency, commission, or department in the lawful exercise of its jurisdiction and authority. Recipient must retain all financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal award for a period of three years from the date of submission of the final expenditure report pursuant to 2 CFR § 200.334.
17. Recipient acknowledges that failure to comply with this Supplemental Agreement, its terms and conditions, and/or all relevant provisions and requirements of the CRRSAA or

ARP or any other applicable law may result in Recipient's liability under the False Claims Act, 31 USC § 3729, et seq.; OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485; 18 USC § 1001, as appropriate; and all of the laws and regulations referenced in the "Applicable Law" section of this Supplemental Agreement, below.

**Applicable Law:**

18. Recipient must comply with all applicable assurances in OMB Standard Forms (SF) SF-424B and SF-424D (Assurances for Non-Construction and Assurances for Construction Programs), including the assurances relating to the legal authority to apply for assistance; access to records; conflict of interest; nondiscrimination; Hatch Act provisions; labor standards; Single Audit Act; and the general agreement to comply with all applicable Federal laws, executive orders, and regulations.
19. Recipient certifies that with respect to the certification regarding lobbying in Department Form 80-0013, no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making or supplementing of Federal grants under this program; Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," when required (34 CFR part 82, Appendix B).
20. Recipient must comply with the provisions of all applicable acts, regulations and assurances; the following provisions of *Education Department General Administrative Regulations* (EDGAR) 34 CFR parts 75, 77, 81, 82, 84, 86, 97, 98, and 99; the *OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)* in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485; and the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* in 2 CFR part 200, as adopted and amended as regulations of the Department in 2 CFR part 3474.

**American Rescue Plan Act of 2021  
Supplemental Agreement (ALN 84.425E) ((a)(1) Student Aid Portion)**

**SUPPLEMENTAL GRANT FUNDS FOR STUDENTS**

The terms, conditions, and requirements governing your institution's (Recipient's) use of these supplemental grant funds awarded pursuant to section 2003 of the American Rescue Plan Act of 2021 (ARP) (Pub. L. 117-2) (supplemental award or grant) by the U.S. Department of Education (Department) are governed by section 2003 of the ARP and section 314 of the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) (Pub. L. 116-260) and the following terms and conditions of this Supplemental Agreement.

**BY DRAWING DOWN THESE GRANT FUNDS, YOU AGREE TO BE BOUND BY THE CONDITIONS SET FORTH ON BEHALF OF THE INSTITUTION YOU REPRESENT, AND YOU WARRANT THAT YOU HAVE THE AUTHORITY TO BIND THE INSTITUTION TO THE FOLLOWING CONDITIONS:**

**Use of Supplemental Grant Funds:**

1. Section 2003(7) of the ARP requires Recipient, an institution of higher education as defined in section 101 or 102(c) of the Higher Education Act of 1965, as amended (HEA), 20 USC § 1001 or 1002(c), to provide emergency financial aid grants to students in an amount equivalent to the sum of two amounts: 50 percent of the portion of its allocation that is based on formula factors from CRRSAA section 314(a)(1)(A)-(D) and 100 percent of the portion of its allocation that is based on formula factors from CRRSAA section 314(a)(1)(E)-(F). The amount of funds made available by this supplemental award under Assistance Listing Number (ALN) 84.425E represents the minimum amount that Recipient must use for making emergency financial aid grants to students.
2. Under section 2003(7) of the ARP and section 314(c)(3) of the CRRSAA, Recipient must make emergency financial aid grants to students (which may include students exclusively enrolled in distance education), which may be used for any component of the student's cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care), or child care.
3. Recipient acknowledges that it retains discretion to determine the amount and availability of each individual emergency financial aid grant consistent with all applicable laws, including non-discrimination laws. Recipient acknowledges it must not distribute emergency financial aid grants in a manner that discriminates against individuals on the basis of race, color, national origin, disability, or sex. See, e.g., 42 U.S.C. §§ 2000(c)-(d) (Title VI), 29 U.S.C. § 701 et seq., 20 U.S.C. § 1681 (Title IX).
4. Recipient further acknowledges that under CRRSAA section 314(c)(3), it must prioritize grants to students with exceptional need, such as students who receive Pell Grants.

However, students do not need to be Pell recipients or students who are eligible for Pell Grants in order to receive an emergency financial aid grant.

5. Recipient acknowledges that it may not condition the receipt of an emergency financial aid grant on continued or future enrollment with the Recipient. Recipient also acknowledges that it may not require a student to consent to the application of the emergency financial aid grant to the student's outstanding account balance with Recipient as a condition of receipt of or eligibility for an emergency financial aid grant. Recipient also acknowledges that adding preconditions to receiving a financial aid grant that thwart this requirement may be subjected to oversight and corrective action.
6. In consideration for this award, Recipient agrees that Recipient holds these grant funds in trust for students and acts in the nature of a fiduciary for students.
7. Recipient acknowledges that the Secretary recommends (a) the maximum Federal Pell Grant for the applicable award year as an appropriate maximum amount for a student's emergency financial aid grant in most cases, and (b) that the Recipient should consider each student's particular socioeconomic circumstances in the administration of these grants.
8. The Secretary strongly encourages Recipient's financial aid administrator to exercise the use of professional judgment available under HEA section 479A, 20 USC § 1087tt, to make adjustments on a case-by-case basis to exclude individual emergency financial aid grants from the calculation of a student's expected family contribution. The Secretary has determined that these individual emergency financial aid grants do not constitute Federal financial aid under Title IV of the HEA.
9. Recipient acknowledges that it may voluntarily decline all or a portion of its ARP (a)(1) student funds. The recipient may indicate this by submitting the Voluntary Decline of HEERF form (OMB Control Number 1840-0856) to the Department by August 11, 2021. Recipient further acknowledges if it submits this form, it will be ineligible for the future redistribution of ARP HEERF grant funds to other institutions with greater needs due to the coronavirus.

**Grant Administration:**

10. Recipient acknowledges that consistent with 2 CFR § 200.305, it must minimize the time between drawing down funds from G5 and paying incurred obligations (liquidation). Recipient further acknowledges that if it draws down funds and does not pay the incurred obligations (liquidates) within 15 calendar days it may be subject to heightened scrutiny by the Department, Recipient's auditors, and/or the Department's Office of the Inspector General (OIG). Recipient further acknowledges that returning funds pursuant to mistakes in drawing down excessive grant funds in advance of need may also be subject to heightened scrutiny by the Department, Recipient's auditors, and/or the Department's OIG. Finally, Recipient acknowledges that it must maintain drawn down grant funds in an interest-bearing account, and any interest earned on all Federal grant funds above \$500

(all Federal grants together) during an institution's fiscal year must be returned (remitted) to the Federal government via a process described here:

<https://www2.ed.gov/documents/funding-101/g5-returning-interest.pdf>.

11. Recipient may not charge any indirect or administrative costs to funds made available under this supplemental award because the allocation in this grant award represents the minimum amount of funds that must be distributed to students.
12. Recipient acknowledges that any obligation under this grant (pre-award costs pursuant to 2 CFR § 200.458) must have been incurred on or after March 13, 2020, the date of the declaration of a National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak (85 FR 15337).
13. Recipient must promptly and to the greatest extent practicable distribute all grant funds from this award in the form of emergency financial aid grants to students within the one-year period of performance (2 CFR § 200.77) specified in Box 6 of this Grant Award Notification (GAN).
14. Recipient must, to the greatest extent practicable, continue to pay its employees and contractors during the period of any disruptions or closures related to coronavirus pursuant to section 315 of the CRRSAA.
15. Recipient acknowledges that its failure to draw down any amount (\$1 or more) of its supplemental grant funds within 90 days of the date of this supplemental award will constitute nonacceptance of the terms, conditions, and requirements of this Supplemental Agreement and of these supplemental grant funds. In such event, the Department, in its sole discretion, may choose to deobligate these supplemental grant funds or take other appropriate administrative action, up to and including terminating the grant award pursuant to 2 CFR § 200.340.

**Reporting and Accountability:**

16. Recipient must promptly and timely provide a detailed accounting of the use and expenditure of the funds provided by this supplemental award in such manner and with such frequency as the Secretary may require.
17. Recipient must comply with all requirements of the Single Audit Act Amendments of 1996, 31 USC § 7501, et seq. (Single Audit Act) and all applicable auditing standards. Considering that the HEERF grant program is a new program not previously audited or subjected to Department oversight, and the inherent risk that comes with a new program, the Department strongly suggests that the HEERF grant program be audited as a major program in the first fiscal year(s) that the institution received a HEERF grant.
18. Recipient acknowledges it is under a continuing affirmative duty to inform the Department if Recipient is to close or terminate operations as an institution or merge with another institution. In such cases, Recipient must promptly notify in writing the assigned

education program officer contact in Box 3 of the GAN. Additionally, Recipient must promptly notify the assigned education program officer if the Recipient's Authorized Representative changes.

19. Recipient must cooperate with any examination of records with respect to the advanced funds by making records and authorized individuals available when requested, whether by (a) the Department and/or its OIG; or (b) any other Federal agency, commission, or department in the lawful exercise of its jurisdiction and authority. Recipient must retain all financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal award for a period of three years from the date of submission of the final expenditure report pursuant to 2 CFR § 200.334.
20. Recipient acknowledges that failure to comply with this Supplemental Agreement, its terms and conditions, and/or all relevant provisions and requirements of the CRRSAA or ARP or any other applicable law may result in Recipient's liability under the False Claims Act, 31 USC § 3729, et seq.; OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485; 18 USC § 1001, as appropriate; and all of the laws and regulations referenced in the "Applicable Law" section of this Supplemental Agreement, below.

**Applicable Law:**

21. Recipient must comply with all applicable assurances in OMB Standard Forms (SF) SF-424B and SF-424D (Assurances for Non-Construction and Assurances for Construction Programs), including the assurances relating to the legal authority to apply for assistance; access to records; conflict of interest; nondiscrimination; Hatch Act provisions; labor standards; Single Audit Act; and the general agreement to comply with all applicable Federal laws, executive orders, and regulations.
22. Recipient certifies that with respect to the certification regarding lobbying in Department Form 80-0013, no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making or supplementing of Federal grants under this program; Recipient must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," when required (34 CFR part 82, Appendix B).
23. Recipient must comply with the provisions of all applicable acts, regulations and assurances; the following provisions of *Education Department General Administrative Regulations* (EDGAR) 34 CFR parts 75, 77, 81, 82, 84, 86, 97, 98, and 99; the *OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)* in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485; and the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* in 2 CFR part 200, as adopted and amended as regulations of the Department in 2 CFR part 3474.

Consider Approval of Insurance Coverage Policy Renewals for  
National Flood Insurance Program (NFIP) and  
Texas Windstorm Insurance Association (TWIA)

A request for proposal (RFP) on property and contents flood and wind coverage was sent to vendors and was advertised in the local newspaper. Galveston Insurance Agency's (GIA) response to the RFP was the renewal quotes for the TWIA and NFIP policies. These two entities provide the College's baseline coverage for all wind claims (up to \$4,424,000 per building) and flood claims (up to \$500,000 per commercial building) associated with a named or numbered storm. GIA did not include any quotes for excess wind or excess flood coverage above the NFIP and TWIA limits.

The total estimated renewal for all TWIA policies is \$258,530, a 11.12 percent increase from the previous year. The total estimated renewal for all NFIP policies is \$94,557 a 26.57 percent increase from the previous year. A spreadsheet with detailed information of this coverage by property is provided to the Regents.

Staff recommends that the Board approve the renewals for the College's NFIP and TWIA policies through Galveston Insurance Associates (GIA).

**Galveston College  
2021/2022 Wind Flood  
Estimated Premiums**

Updated 5/26/2021

**Wind Coverage - Commercial**

Policy #	Location	Description	100% RC Building Values	TWIA Bldg Limit or Maximum Limit	TWIA 1% Bldg Ded	TWIA Contents Limit	TWIA 1% Cnts Ded	Total Wind Insured	TWIA Current Premiums	TWIA Comm'l Estimated Premiums	Effective Dates
TWIA-000849919-04	4015 Avenue Q	Main Bldg/Office/Bookstore	\$ 9,522,490	\$ 4,424,000	\$ 44,240	Included	Included	\$ 4,424,000	\$ 32,079	\$ 32,079	9/1/21-22
TWIA-000849919-04	4006-28 Avenue R	Regents Hall/Classrooms	\$ 24,044,513	\$ 4,424,000	\$ 44,240	Included	Included	\$ 4,424,000	\$ 67,706	\$ 67,706	9/1/21-22
TWIA-000849919-04	4000-02 Avenue R	Gym-Fine Arts-Fitness Ctr	\$ 13,181,878	\$ 4,424,000	\$ 44,240	Included	Included	\$ 4,424,000	\$ 42,988	\$ 42,988	9/1/21-22
TWIA-000849919-04	4015 Ave Q Rear	Cheney Student Ctr	\$ 1,240,024	\$ 992,019	\$ 9,920	Included	Included	\$ 992,019	\$ 5,356	\$ 5,356	9/1/21-22
TWIA-000849919-04	3916 Avenue Q	9 Unit Apt	\$ 1,108,078	\$ 992,019	\$ 9,920	\$ 188,000	\$ 1,880	\$ 1,180,019	\$ 9,848	\$ 9,848	9/1/21-22
TWIA-000849919-04	4015 Ave Q	Seibel Student Center	\$ 1,750,508	\$ 1,400,407	\$ 14,004	Included	Included	\$ 1,400,407	\$ 7,364	\$ 7,364	9/1/21-22
TWIA-000849919-04	7626 Broadway Bldg 2	ATC-shop	\$ 1,836,964	\$ 1,469,572	\$ 14,696	Included	Included	\$ 1,469,572	\$ 7,728	\$ 7,728	9/1/21-22
TWIA-000849919-04	7626 Broadway Bldg 1	ATC-showroom	\$ 2,618,584	\$ 2,094,868	\$ 20,949	Included	Included	\$ 2,094,868	\$ 28,436	\$ 28,436	9/1/21-22
TWIA-000849919-04	7626 Broadway Bldg 3	ATC-old used car office	\$ 528,341	\$ 422,673	\$ 4,227	Included	Included	\$ 422,673	\$ 2,371	\$ 2,371	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit A-Dorm	Seibel Apartment Homes	\$ 292,493	\$ 292,493	\$ 2,925	\$ 200,000	\$ 2,000	\$ 492,493	\$ 4,120	\$ 4,120	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit A-Rear	Seibel Apartment Homes	\$ 134,351	\$ 134,351	\$ 1,344	\$ 100,000	\$ 1,000	\$ 234,351	\$ 2,042	\$ 2,042	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit B-Dorm	Seibel Apartment Homes	\$ 292,493	\$ 292,493	\$ 2,925	\$ 200,000	\$ 2,000	\$ 492,493	\$ 4,120	\$ 4,120	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit B-Rear	Seibel Apartment Homes	\$ 134,351	\$ 134,351	\$ 1,344	\$ 100,000	\$ 1,000	\$ 234,351	\$ 2,042	\$ 2,042	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit C-Dorm	Seibel Apartment Homes	\$ 292,493	\$ 292,493	\$ 2,925	\$ 200,000	\$ 2,000	\$ 492,493	\$ 4,120	\$ 4,120	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit C-Rear	Seibel Apartment Homes	\$ 134,351	\$ 134,351	\$ 1,344	\$ 100,000	\$ 1,000	\$ 234,351	\$ 2,042	\$ 2,042	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit D-Dorm	Seibel Apartment Homes	\$ 292,493	\$ 292,493	\$ 2,925	\$ 200,000	\$ 2,000	\$ 492,493	\$ 4,120	\$ 4,120	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit D-Rear	Seibel Apartment Homes	\$ 134,351	\$ 134,351	\$ 1,344	\$ 100,000	\$ 1,000	\$ 234,351	\$ 2,042	\$ 2,042	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit E-Dorm	Seibel Apartment Homes	\$ 292,493	\$ 292,493	\$ 2,925	\$ 200,000	\$ 2,000	\$ 492,493	\$ 4,120	\$ 4,120	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit E-Rear	Seibel Apartment Homes	\$ 134,351	\$ 134,351	\$ 1,344	\$ 100,000	\$ 1,000	\$ 234,351	\$ 2,042	\$ 2,042	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit F-Dorm	Seibel Apartment Homes	\$ 292,493	\$ 292,493	\$ 2,925	\$ 200,000	\$ 2,000	\$ 492,493	\$ 4,120	\$ 4,120	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit F-Rear	Seibel Apartment Homes	\$ 134,351	\$ 134,351	\$ 1,344	\$ 100,000	\$ 1,000	\$ 234,351	\$ 2,042	\$ 2,042	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit G-Dorm	Seibel Apartment Homes	\$ 292,493	\$ 292,493	\$ 2,925	\$ 200,000	\$ 2,000	\$ 492,493	\$ 4,120	\$ 4,120	9/1/21-22
TWIA-000849919-04	3826 Ave R Unit G-Rear	Seibel Apartment Homes	\$ 134,351	\$ 134,351	\$ 1,344	\$ 100,000	\$ 1,000	\$ 234,351	\$ 2,042	\$ 2,042	9/1/21-22
<b>TOTALS</b>			<b>\$ 59,313,836</b>	<b>\$ 23,631,466</b>	<b>\$ 236,315</b>	<b>\$ 2,288,000</b>	<b>\$ 22,880</b>	<b>\$ 25,919,466</b>	<b>\$ 247,010</b>	<b>\$ 247,010</b>	

**Flood Coverage - Commercial**

Policy #	Location	Description	100% RC Building Values	NFIP Building Limit	NFIP Bldg Ded	NFIP Contents Limit	NFIP Cnts Ded	NFIP Commercial Current Premiums	NFIP Commercial Estimated Premiums	Effective Dates
42115009515710	4015 Ave Q	Main Bldg/off/bookstore	\$ 9,522,490	\$ 500,000	\$ 1,250	\$ 500,000	\$ 1,250	\$ 3,806	\$ 4,377	9/28/21-22
42115009515810	4006-28 Ave R	Regents Hall/Classrooms	\$ 24,044,513	\$ 500,000	\$ 1,250	\$ 500,000	\$ 1,250	\$ 3,806	\$ 4,377	9/28/21-22
42115009515910	4000-02 Ave R	Gym-Fitness-Fine Arts	\$ 13,181,878	\$ 500,000	\$ 1,250	\$ 500,000	\$ 1,250	\$ 3,806	\$ 4,377	9/28/21-22
42115009516010	4015 Ave Q Rear	Cheney Activities Ctr	\$ 1,240,024	\$ 500,000	\$ 1,250	\$ 500,000	\$ 1,250	\$ 3,806	\$ 4,377	9/28/21-22
42115009816810	3916 Avenue Q	9 Unit Apts	\$ 1,108,078	\$ 500,000	\$ 1,250	\$ 100,000	\$ 1,250	\$ 4,175	\$ 4,384	9/30/21-22
42115058907009	4015 Avenue Q	Seibel Student Center	\$ 1,750,508	\$ 500,000	\$ 1,250	\$ 500,000	\$ 1,250	\$ 3,806	\$ 4,377	9/24/21-22
42115053237709	7626 Broadway Bldg 2	ATC-shop	\$ 1,836,964	\$ 500,000	\$ 2,000	\$ 500,000	\$ 2,000	\$ 20,191	\$ 22,210	7/10/21-22
42115053243309	7626 Broadway Bldg 1	ATC-showroom	\$ 2,618,584	\$ 500,000	\$ 2,000	\$ 450,000	\$ 2,000	\$ 19,205	\$ 21,126	7/10/21-22
42115053246309	7626 Broadway Bldg 3	ATC-old used car office	\$ 528,341	\$ 368,200	\$ 1,250	\$ 200,000	\$ 1,250	\$ 5,636	\$ 5,918	7/10/21-22
<b>TOTALS</b>			<b>\$ 56,325,928</b>	<b>\$ 4,368,200</b>	<b>\$ 12,750</b>	<b>\$ 3,750,000</b>	<b>\$ 12,750</b>	<b>\$ 68,237</b>	<b>\$ 75,522</b>	

**Galveston College  
2021/2022 Wind Flood  
Estimated Premiums**

Updated 5/26/2021

Wind Coverage - Residential									
Policy #	Location	Description	100% RC Building Values	TWIA Building Limit	TWIA Contents Limit	1% Ded Bldg&Cnts	TWIA Current Premiums	TWIA Residential Estimated Premiums	Effective Dates
TWIA-000858276-03	2223 41st St.	Dwelling	\$ 159,483	\$ 149,000	\$ 6,000	\$ 1,590	\$ 1,810	\$ 1,810	9/1/21-22
TWIA-000858276-03	2215 41st St.	Garage Apt	\$ 135,817	\$ 131,000	\$ 6,000	\$ 1,410	\$ 1,593	\$ 1,593	9/1/21-22
TWIA-000858276-03	3815 Ave Q 1/2	Dwelling	\$ 158,000	\$ 158,000	\$ 8,000	\$ 1,680	\$ 1,928	\$ 1,928	9/1/21-22
TWIA-000858276-03	2301 41st St	Dwelling	\$ 90,146	\$ 76,000	\$ 8,000	\$ 860	\$ 943	\$ 943	9/1/21-22
TWIA-000858276-03	2305 41st St	Dwelling	\$ 83,967	\$ 72,000	\$ 8,000	\$ 820	\$ 895	\$ 895	9/1/21-22
TWIA-000858276-03	2307 41st St	Dwelling	\$ 90,146	\$ 76,000	\$ 8,000	\$ 860	\$ 943	\$ 943	9/1/21-22
TWIA-001040386-02	3802 Ave R	Dwelling	\$ 155,613	\$ 155,613	\$ 8,000	\$ 1,656	\$ 1,899	\$ 1,899	9/1/21-22
TWIA-001116643-02	2212 39th St	Dwelling	\$ 124,000	\$ 123,907	\$ 6,000	\$ 1,339	\$ 1,509	\$ 1,509	4/15/22-23
<b>TOTALS</b>			<b>\$ 997,172</b>	<b>\$ 941,520</b>	<b>\$ 58,000</b>	<b>\$ 10,215</b>	<b>\$ 11,520</b>	<b>\$ 11,520</b>	

Flood Coverage - Residential									
Policy #	Location	Description	100% RC Building Values	NFIP Building Coverage	NFIP Contents Coverage	Deds for Bldg/Cnts combined	NFIP Current Premiums	NFIP Residential Estimated Premiums	Effective Dates
42115197388400	3826 Ave R Unit A-Dorm	Dwelling	\$ 292,493	\$ 300,000	\$ 100,000	\$ 2,500	\$ 771	\$ 887	8/5/2021-22
42115197389100	3826 Ave R Unit A-Rear	Dwelling	\$ 134,351	\$ 125,000	\$ 100,000	\$ 2,500	\$ 680	\$ 782	8/5/2021-22
42115197389200	3826 Ave R Unit B-Dorm	Dwelling	\$ 292,493	\$ 300,000	\$ 100,000	\$ 2,500	\$ 771	\$ 887	8/5/2021-22
42115197389400	3826 Ave R Unit B-Rear	Dwelling	\$ 134,351	\$ 125,000	\$ 100,000	\$ 2,500	\$ 680	\$ 782	8/5/2021-22
42115197389500	3826 Ave R Unit C-Dorm	Dwelling	\$ 292,493	\$ 300,000	\$ 100,000	\$ 2,500	\$ 771	\$ 887	8/5/2021-22
42115197389600	3826 Ave R Unit C-Rear	Dwelling	\$ 134,351	\$ 125,000	\$ 100,000	\$ 2,500	\$ 680	\$ 782	8/5/2021-22
42115197389900	3826 Ave R Unit D-Dorm	Dwelling	\$ 292,493	\$ 300,000	\$ 100,000	\$ 2,500	\$ 771	\$ 887	8/5/2021-22
42115197390300	3826 Ave R Unit D-Rear	Dwelling	\$ 134,351	\$ 125,000	\$ 100,000	\$ 2,500	\$ 680	\$ 782	8/5/2021-22
42115197390500	3826 Ave R Unit E-Dorm	Dwelling	\$ 292,493	\$ 300,000	\$ 100,000	\$ 2,500	\$ 771	\$ 887	8/5/2021-22
42115197390600	3826 Ave R Unit E-Rear	Dwelling	\$ 134,351	\$ 125,000	\$ 100,000	\$ 2,500	\$ 680	\$ 782	8/5/2021-22
42115197390700	3826 Ave R Unit F-Dorm	Dwelling	\$ 292,493	\$ 300,000	\$ 100,000	\$ 2,500	\$ 771	\$ 887	8/5/2021-22
42115197390800	3826 Ave R Unit F-Rear	Dwelling	\$ 134,351	\$ 125,000	\$ 100,000	\$ 2,500	\$ 680	\$ 782	8/5/2021-22
42115197391000	3826 Ave R Unit G-Dorm	Dwelling	\$ 292,493	\$ 300,000	\$ 100,000	\$ 2,500	\$ 771	\$ 887	8/5/2021-22
42115197391100	3826 Ave R Unit G-Rear	Dwelling	\$ 134,351	\$ 125,000	\$ 100,000	\$ 2,500	\$ 680	\$ 782	8/5/2021-22
42115187469600	2301 41st St	Dwelling	\$ 90,146	\$ 75,000	\$ 8,000	\$ 2,000	\$ 537	\$ 618	8/18/21-22
42115187469900	2305 41st St	Dwelling	\$ 83,967	\$ 75,000	\$ 8,000	\$ 2,000	\$ 537	\$ 618	8/18/21-22
42115187470000	2307 41st St	Dwelling	\$ 90,146	\$ 75,000	\$ 8,000	\$ 2,000	\$ 537	\$ 618	8/18/21-22
42115173459401	2223 41st St.	Dwelling	\$ 159,483	\$ 150,000	\$ 60,000	\$ 2,500	\$ 696	\$ 800	11/24/21-22
42115173460500	2215 41st St.	Garage Apt	\$ 135,817	\$ 150,000	\$ 60,000	\$ 2,500	\$ 696	\$ 800	11/24/21-22
42115180838001	3815 Ave Q 1/2	Dwelling	\$ 156,746	\$ 150,000	\$ 60,000	\$ 2,500	\$ 718	\$ 826	5/5/22-23
42115205182500	2212 39th St	Dwelling	\$ 124,000	\$ 124,000	\$ 6,000	\$ 4,000	\$ 1,931	\$ 2,221	5/15/22-23
42115194538500	3802 Ave R	Dwelling	\$ 155,613	\$ 150,000	\$ 60,000	\$ 2,500	\$ 743	\$ 854	5/23/22-23
<b>TOTALS</b>			<b>\$ 3,983,826</b>	<b>\$ 3,924,000</b>	<b>\$ 1,670,000</b>	<b>\$ 55,000</b>	<b>\$ 16,552</b>	<b>\$ 19,035</b>	

**Total Wind Premium \$ 258,530**  
**Total Flood Premium \$ 94,557**

Consider Approval of Proposal to Purchase  
Additional Insurance Coverage (Above NFIP and TWIA Limits) for Property and Contents

Galveston College currently purchases Texas Windstorm Insurance Association (TWIA) coverage (\$4,424,000 per building limits) and National Flood Insurance Program (NFIP) coverage (\$500,000 per building limits). The College also purchases all other perils coverage through the Texas Association of School Boards (TASB) Risk Management Fund. The TASB coverage excludes any damages caused by named or numbered storms. Annually, the College also strives to secure excess flood and wind coverage above the TWIA and NFIP limits.

TASB declined to quote any excess flood or excess wind coverage options for the 2021-22 policy renewal. A request for proposal (RFP) on property and contents flood and wind coverage was sent to vendors and was advertised in the local newspaper. Two responses were received. These proposals were submitted by Galveston Insurance Agency (GIA), and McGriff, Seibels & Williams of Texas, Inc. (MSW). The GIA response was the renewal quotes for the TWIA and NFIP policies (please see Action Item No. 7). It did not include any quotes for excess wind or excess flood coverage above the NFIP and TWIA limits.

MSW was the agency that offered the 2020-21 excess wind and flood policy for the College. The 2020-21 policy provided \$10,000,000 in total coverage with a \$5,000,000 excess flood limit, a total insured value of \$55,282,854. The premium was \$211,050. MSW quoted a 2021-22 excess wind and flood policy with the same levels of coverage for a total insured value of \$66,614,586. The premium would be \$279,176 (approximately a 9.78 percent increase per value).

At the time of printing, MSW was asked to provide additional options for excess flood coverage only. The preliminary response was \$50,000 plus surplus lines tax and stamping fee for each \$1,000,000 in excess flood coverage. Additional information and recommendations will be provided at the board meeting.

## Section 3 – Proposed Terms & Conditions

### Commercial Property

Commercial property coverage includes the perils of fire, windstorm, hurricane, hail, riot, civil commotion, vandalism and malicious mischief, theft and other direct physical loss, subject to policy terms, conditions and exclusions.

**Most commercial property policies exclude flood and earthquake unless specifically included.**

Flood Insurance is available under the National Flood Insurance Program (NFIP) in thousands of communities nationwide. It provides coverage for residential and non-residential buildings and their contents, in both high risk as well as low risk areas. Historically, about one quarter of all losses under the NFIP are in low risk areas. Purchasing separate flood insurance (NFIP) coverage will allow covered flood losses to be adjusted in a similar manner as losses from other perils in other property policies.

#### Policy Period:

July 01, 2021 to July 01, 2022

#### Coverage:

Buildings, Personal Property and Extra Expense

#### Perils Insured:

Named Windstorm, Flood, Earthquake Sprinkler Leakage, Earthquake with other exclusions per policy forms and specified in the proposal.

#### Causes of Loss Form:

Windstorm or Hail

#### Total Insured Values:

Per Schedule on File with the Company

\$ 51,402,385	Building
\$ 14,594,554	Business Personal Property
\$ 617,647	Other
<u>Not Covered</u>	Business Income
<b>\$ 66,614,586</b>	<b>Total Insurable Value</b>

#### Locations:

Most recent Schedule on File with Company totaling \$66,614,586

**Limit of Liability:** \$10,000,000 per Occurrence Per schedule

**Sublimits:** All are per Occurrence and are part of, not in addition to the policy limits.

\$ 10,000,000	Earthquake – Annual Aggregate
\$ 5,000,000	Flood– Annual Aggregate
\$ 1,000,000	Accounts Receivable
4 Weeks	Civil Authority (1 mile; 72 hour waiting period)
\$ 100,000	Contractors Equipment (\$25,000 per item)
\$ 250,000	Course of Construction except \$25,000 per occurrence Soft Costs
25% or	
\$ 5,000,000	Debris Removal
\$ 100,000	Electronic Data and Media
\$ 250,000	Errors and Omissions
\$ 1,000,000	Extra Expense
\$ 250,000	Fine Arts
\$ 100,000	Fire Department Service Charge
\$ 15,000	Limited Coverage for “Fungus”, Wet Rot, Dry Rot and Bacteria – Annual Aggregate
\$ 25,000	Lock Replacement
\$ 100,000	Loss Adjustment Costs – Annual Aggregate
\$ 1,000,000	Miscellaneous Unnamed Locations – Including CAT perils
\$ 100,000	Newly Acquired Locations 30 Days Reporting Time Element
\$ 1,000,000	Newly Acquired or Constructed Property - \$100,000 Business Personal Property at each building; 60 Days Reporting
Included	Ordinance or Law – Coverage A
20%, \$5M Max	Ordinance or Law – Coverage B & C Combined
As per	
Schedule	Outdoor Property - Including CAT perils
\$ 2,500	Outdoor Signs
\$ 100,000	Outdoor Trees, Shrub or Plant
\$ 25,000	Each Tree, Shrub or Plant
\$ 2,500	Personal Effects and Property of Others
\$ 100,000	Pollutant Clean-up and Removal – Annual Aggregate
30 Days	Preservation of Property
\$ 100,000	Property in Transit
\$ 10,000	Property off Premises
\$ 25,000	Reward Reimbursement
\$ 25,000	Spoilage (Breakdown or Contamination and/or Power Outage)
\$ 100,000	Utility Service – Direct Damage (Water, Communication and Power Supply; Excluding Overhead T&D lines, except those on or within 1000 feet of the insured’s property; 72 hour waiting period)

\$ 1,000,000	Valuable Papers and Records (other than Electronic Data)
\$ 250,000	Wind Driven Rain Annual Aggregate
\$ 50,000	Underground Pipes, flues and Drains
<b>As Per Schedule Sinkhole Loss Extension</b>	

Sublimits of Liability are Per Occurrence unless otherwise indicated above.

Sublimits of Liability are Included in the Limit of Liability and are not in addition to the Limit of Liability.  
Sublimits of Liability shown above are for summary purposes only and are subject to the terms and conditions of the policy forms.

## Deductibles:

### **Named Windstorm – Building and Contents:**

Moody Building: \$4,424,000  
Regents Building: \$4,424,000  
Northern Building: \$4,424,000  
Fine Arts/Gymnasium Building: \$4,424,000

### **Named Windstorm – Extra Expense and Wind Driven Rain:**

1% Per Location of the sum of all values listed in the most recent Schedule of Values on file with the Company for each location that has sustained a loss or damage and for which a claim is being made under this policy; subject to the minimum deductible of **\$100,000** per occurrence.

### **Named Windstorm – Outdoor Property:**

5% Per Location of the sum of all values listed in the most recent Schedule of Values on file with the Company for each location that has sustained a loss or damage and for which a claim is being made under this policy; subject to the minimum deductible of **\$100,000** per occurrence.

### **Earthquake/Earthquake Sprinkler Leakage**

\$ 50,000 Per Occurrence

### **Flood:**

The maximum amount recoverable under the National Flood Insurance Program for the Real or Personal Property at each Building, whether or not such coverage is purchased or maintained. In addition, the following deductible will apply to property not eligible and coverages not available under the

National Flood Insurance Program that are covered under this policy and any difference in the valuation between the policies:  
\$100,000 Per Occurrence

**Time Element Waiting Period:**

72 Hours

**Valuation:**

Property - Replacement Cost  
BI – Not Covered

**Coinsurance:**

NIL

**Territory:**

USA and its Territories and Possessions

**Terms and  
Conditions:**

As Per Policy form, including but not limited to:

**Illinois Union Insurance Company**

- Accounts Receivable Sub-Limit Endorsement  
ACE0213 (09/13)
- Additional Covered Property CP 14 10 (06/95)
- Asbestos Material Exclusion (Named Peril Exception)  
ACE061 (08/18)
- Building And Personal Property Coverage CP 00 10 (10/12)
- Cancellation Clause Form ACE007 (06/10)
- Causes Of Loss -Windstorm Or Hail ACE052 (10/17)
- CHUBB Producer Compensation Practices & Policies  
ALL-20887 (10/06)
- Claims Directory Property and Inland Marine  
MA-608255p (04/15)
- Commercial Property Conditions ACE0755 (02/13)
- Commercial Property Declarations CPd2 (08/16)
- Common Policy Conditions IL 00 17 (11/98)
- Common Policy Declarations BB-5W58a-PA (05/18)
- Contractor's Equipment Sub-Limit Endorsement  
ACE0763 (09/13)
- Contributing Insurance CP 99 20 (06/07)
- Course Of Construction Sub-Limit Endorsement  
ACE0764 (01/18)
- Definition Of Loss Occurrence Endorsement  
ACE0681 (10/11)
- Earthquake and Volcanic Eruption Endorsement(Sub-Limit  
Form) CP 10 45 (08/99)
- Earthquake Endorsement Declarations CPeed2 (12-08)
- EIFS Construction Provision ACE0834 (05/16)
- Electronic Data Amendment Endorsement ACE126 (10/14)
- Errors And Omissions Endorsement ACE0360 (01/17)

- Exclusions of Loss Due to Virus or Bacteria CP 01 40 (07/06)
- Extra Expense Coverage Form CP 00 50 (10/12)
- Fine Arts Endorsement ACE0363 (01/17)
- Flood Coverage Endorsement CP 10 65 (06/07)
- Flood Endorsement Declarations CPfed2 (05/16)
- Higher Limits CP 04 08 (10/12)
- Hurricane Minimum Earned Premium Endorsement ACE0239 (06/06)
- Leasehold Interest Endorsement ACE0929 (08/18)
- Lock Replacement Sub-Limit Endorsement ACE0482 (10/15)
- Loss Adjustment Costs Sub-Limit Endorsement ACE0483 (10/14)
- Loss Control Inspection Compliance Condition ACE0908 (01/18)
- Miscellaneous Unnamed Locations Endorsement ACE0907 (01/18)
- Named Storm Deductible and Named Storm Definition ACE0244 (07/19)
- Named Storm Restricted Coverage Endorsement ACE0625 (05/18)
- Nuclear, Biological, Chemical, Radiological Exclusion Endorsement ACE0210 (01/08)
- Occurrence Limit Of Liability Endorsement ACE063 (07/16)
- Ordinance Or Law Coverage ACE0774 (10/18)
- Policyholder Disclosure Notice of Terrorism Insurance Coverage TRIA24 (01/15)
- Pre-Existing Property Damage Exclusion ACE0421 (08/09)
- Reward Reimbursement Endorsement ACE0848 (11/16)
- Service of Suit Endorsement SL-34255a (01/16)
- Signature Endorsement LD-5S23j (03/14)
- Spoilage Coverage CP 04 40 (06/07)
- Sub-Limit Provision Endorsement ACE0377 (06/18)
- Surplus Lines Declarations SLPD-PA (04/18)
- Terrorism Exclusion Endorsement ALL-10750 (01/15)
- Texas Notice -Information and Complaints ALL-4Y30f (06/15)
- Trade or Economic Sanctions Endorsement ALL-21101 (11/06)
- U.S. Treasury Departments' Office of Foreign Assets Control ("OFAC") Advisory Notice to Policyholders IL P 001 01 04
- Utility Services-Direct Damage CP 04 17 (10/12)
- Valuable Papers And Records Definition Endorsement ACE0381 (09/13)
- Wind-Driven Rain Additional Coverage and Deductible Endorsement ACE0881 (04/18)
- Windstorm or Hail Exclusion-Direct Damage

CP 10 53 (06/07)

- Windstorm Percentage Deductible (Total Insurable Values Per Location) CP 10 53 (06/07)
- 90 days except 10 days for non-payment of premium or as required by the state of domicile.

### **Endurance American Specialty Insurance Company**

- SN – Texas SN 9040 0914 TX
- Property Declarations ECP 0001 0616
- Forms and Endorsements Schedule ECP 0101 0508
- EASIC Specified Perils Policy ECP 0224 1018
- Definition of Occurrence Endorsement ECP 1331 1016
- Equipment Breakdown Exclusion ECP 0510b 0508
- Flood Coverage Amendatory ECP 0638 1216
- Absolute Pollution Exclusion ECP 0501 0606
- Asbestos Exclusion ECP 0502 0606
- Absolute Mold Exclusion ECP 0505 0606
- Exclusion for Certain Computer Related Losses ECP 0509 0416
- Cosmetic Roof Damage Exclusion ECP 0513 0216
- Communicable Disease Exclusion ECP 0519 0817
- Pre-existing Damages Exclusion ECP 0520 1017
- Hurricane Season Minimum Earned Premium Endorsement ECP 1323 0215
- Supplemental Deductible Endorsement ECP 0104 0315
- Sub-Limits of Liability Endorsement ECP 0102 0216
- Amendment of Cancellation Endorsement ECP 1329 0316
- Loss Adjustment Endorsement ECP 1301 0616
- General Change Endorsement Wind Coverage Excluded for Certain Locations ECP 1001 0606
- Texas Important Notice PN 0025 0520 TX
- Cap On Losses From Certified Acts Of Terrorism IL 1204 0115
- Disclosure Pursuant To The Terrorism Risk Insurance Act IL 1214 0115
- Notice of Loss ECP 1302 0214
- Service Of Suit Endorsement ECP 1307 0316
- Occurrence Limit of Liability Endorsement ECP 1324B 1220
- Office of Foreign Assets Control ("OFAC") PN 0001 0712
- Signature Page IL 1008 0114

### **Policy Conditions:**

- No EIFS/Dryvit on the exterior walls.
- Flood coverage is excess over the maximum limits available under a National Flood Insurance Program (NFIP) policy, whether or not purchased.
- This policy excludes any loss or damage directly or indirectly caused by, resulting from or contributed to by any pre-existing property damage at the time of loss.

- Inspection and compliance with any recommendation deemed essential by the Company
- Outdoor property coverage includes the perils of Named Windstorm and Flood

## Mandatory Exclusion and Amendment:

All policy form exclusions including the following Westchester Exclusions:

- Asbestos Material, Electronic Data/Cyber Risk, Nuclear Biological and Chemical and Radiological Exposures, Occurrence Limit of Liability with paragraph 3.(b) at 100% and Definition of Occurrence Endorsement and Exclusion of Loss Due to Virus or Bacteria
- Windstorm/Hail Coverage excluded at the following buildings:
  - Field House, 2506 83rd Street, Galveston, TX
  - Apartment Building, 3916 Avenue Q, Galveston, TX
  - Student Activity Center, 4015 Avenue Q Galveston, TX
  - Education Building 1, 7626 Broadway Street, Galveston, TX
  - Education Center Building 3, 7626 Broadway Street, Galveston, TX
  - Education Building 2, 7626 Broadway Street, Galveston, TX
  - Education Building 4, 7626 Broadway Street, Galveston, TX
  - 41st Street Home, 2233 41st Street, Galveston, TX
  - 41st Garage Apartment, 2233 41st Street, Galveston, TX

Earthquake Sprinkler Leakage is included in Earthquake

## Estimated Annual Premium:

\$ 266,072.00	Property
\$ 12,904.49	Surplus Lines Tax
\$ 199.55	Stamping Fee
<b>\$ 279,176.04</b>	<b>Total Premium</b>

### **35% MINIMUM EARNED PREMIUM**

**Subject to the Hurricane Season Minimum Earned Premium Endorsement**

## Carriers:

### **Illinois Union Insurance Company**

A.M. Best Rating: A++ XV

### **Endurance American Specialty Insurance Company**

A.M. Best Rating: A+ XV

Consider Approval of Proposal to Purchase  
Texas Association of School Boards Risk Management Fund Insurance Coverage for  
All Other Perils Property and Contents (Excluding Named or Numbered Windstorms)

Staff recommends that the Board approve insurance coverage through an interlocal agreement with the Texas Association of School Boards Risk Management Fund. Details of the coverage are outlined in the following attachment. The cost for these lines is \$66,862, a 24.78 percent increase from the previous year.



May 3, 2021

Mary Jan Lantz

Galveston College

Dear Mary Jan Lantz,

Today, more than ever, strong risk management resources and reliable coverage partners are important to secure and support your operations. We thank you for your membership in the TASB Risk Management Fund and look forward to a continued partnership this year. We are pleased to provide your renewal proposal for 2020-21 coverage with the Fund.

We often point to the **Value of Membership** in the TASB Risk Management Fund. That value makes the Fund the choice of over 1,000 Texas school districts and other educational entities for their risk management and coverage needs:

- **We are invested in you:** The Fund's financial strength, with over \$200 million in Members' Equity, means we have the financial security to handle your claims.
- **We have you covered:** The Fund's broad array of coverage options are tailored for and respond to the unique needs of Texas schools.
- **We are member-focused:** The Fund is committed to delivering the coverage and services that members need. 96% of Fund members are satisfied with their membership in the Fund.
- **We are in it for the long-haul:** Risk management and coverage needs change over time. The Fund has been responsive and innovative in adapting to its members' evolving environments since 1974.
- **We have a heart for education:** The Fund is administered by the Texas Association of School Boards (TASB). TASB understands the uniqueness of each school community in Texas and has Texas school children at the heart of its mission.

This year, the Fund has made several programs changes and updates for your consideration.

- The Fund expanded access to telemedicine options for **Workers' Compensation** members which makes seeking medical care easier for your employees. The Fund has also expanded access to **training** through the SafeSchools platform with new courses based on your program participation. For **Liability** members, this includes a state-approved cybersecurity training course.
- The Fund offers a Wind-Hail Deductible Buy-Down option for **Property** program members who want to lower their wind-hail deductible. Equipment Breakdown and Crime are included at no additional cost. Higher coverage limits are available for single-ply membrane roofing systems that meet independent rating standards (e.g., FM Global, UL) for severe or very severe hail resistance.
- The Fund has extended limited coverage to students participating in career and technology programs under **General Liability** and **Auto Liability** programs to help support innovative options for students.

- The Fund updated its **Privacy & Information Security** coverage (“cyber”) limits to a single \$250,000 combined limit. This replaces the current “three-limit” structure for liability, breach response, and notification costs and is an overall increase in limit. The coverage will continue to be offered without a deductible and the full \$250,000 limit is available for fraudulent direction claims. Due to increased claims costs related to evolving cyber risks, a \$2,500 contribution is being implemented. Higher limits are available for additional contribution.
- The Fund continues to provide \$250,000 of **Violent Acts** coverage to members in three or more Fund programs at no cost. This year, the coverage has been expanded to also include up to \$1 million in coverage for the demolition, remediation, or rebuilding of buildings after a violent act occurs. Violent Acts coverage provides expense reimbursements for post-event emergency costs, including mental health services, crisis communications, and other expenses.

You can accept your renewal proposal online. Please review these renewal proposal documents and then complete your electronic acceptance on the page where you accessed these documents. You may also sign these documents and return them to your Risk Management Marketing Consultant or to [TASBRMF@tasbrmf.org](mailto:TASBRMF@tasbrmf.org).

**Please carefully review all terms, conditions, and pricing of this proposal, including several changes to Fund Coverage Agreements where applicable. If you are unsure about your plans to renew, please note that coverage will automatically renew under the terms of this renewal proposal unless we receive written notice of termination at least 30 days prior to your renewal date.**

If you have any questions about the renewal proposal or any aspect of your Fund membership, please contact Rosa Brown or any member of TASB’s Underwriting and Marketing Division at 800.482.7276. If you are ready to accept your renewal proposal, please type your first and last name and click “Accept and Sign” at the link where you accessed this proposal.

Thank you for your membership in the Fund. We look forward to our continued partnership.

Sincerely,  
Rosa Brown  
Risk Management Marketing Consultant  
Division of Underwriting & Marketing  
Texas Association of Schools Boards, Inc.

TASB Risk Management Fund  
12007 Research Blvd., Austin, Texas 78759-2439  
P.O. Box 301, Austin, Texas 78767-0301  
Toll-Free: 800.482.7276 | Austin area: 512.467.3699

CC:

## Galveston College

### Contribution & Coverage Summary (CCS) Participation Period: 7/1/2021 through 6/30/2022

The following is a summary of coverages, limits, deductibles, and contribution amounts. More information about coverage, limits, deductibles, terms, and conditions are found on following pages and are part of this CCS. Please review all pages of this CCS document.

Coverage	Limit	Deductible	Contribution
<b>Property</b>	See Property Coverage Summary	See Property Coverage Summary	<b>\$49,587</b>
<b>Automobile Liability</b>	\$500K Combined Single Limit	\$1,000	<b>\$2,689</b>
<b>Automobile Physical Damage</b>	Actual Cash Value	See Automobile Coverage Summary	<b>\$1,098</b>
<b>School Liability including Professional Legal, General, and Employee Benefits Liability</b>	See School Liability Coverage Summary	See School Liability Coverage Summary	<b>\$10,988</b>
<b>Privacy &amp; Information Security</b>	\$250,000	\$0	<b>\$2,500</b>
<b>Total Contribution</b>			<b>\$66,862</b>

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

## Summary of Coverage Changes and Clarifications

Effective September 1, 2020

As a part of the annual coverage review, the TASB Risk Management Fund (Fund) implemented the following coverage changes, enhancements, and clarifications for all renewals taking effect on or after September 1, 2020. This document is a summary of changes only; please carefully review the full text of all Fund Coverage Agreements and the member's Contribution and Coverage Summary.

### All Coverage Agreements

- All agreements have been reformatted for clarity and readability, with paragraph headings and sequential numbering.

### Automobile Liability & Physical Damage Coverage Changes

- An amendment was added to the Automobile Liability Coverage to extend coverage to students participating in Fund Member-approved career and technology programs.
- An amendment was added to include Automobile Liability Coverage for non-owned Automobiles while being maintained or operated in a K-12 technology program by Covered Persons.
- An amendment was added to the Automobile Physical Damage coverage that amends the deductible language to require a single deductible when multiple Covered Automobiles are damaged in a comprehensive event.

### Property Coverage Changes

- A clarification was added that each Fund Member warrants and represents that all roofs are well maintained.
- An amendment was added to exclude losses from cyber events, regardless of their origin, except for ensuing loss by explosion or fire unless the loss arises from an unauthorized, malicious, or criminal act.
- A clarification was added to the Named Windstorm definition as to its limitation to tropical storm-based convective storms.
- A clarification was added to the definition of Aesthetic Impairment and a payment provision was added for diminution in aesthetic value.

### School Liability Coverage Changes

- An amendment was added under General Liability that allows liability coverage for students participating in all Career and Technology programs on- or off-campus but limits coverage to \$50,000.
- An amendment was added under Professional Legal Liability to allow for an automatic extended reporting period of 30 days after the Participation Period.
- A clarification was added that all related claims are considered one claim with one limit of liability and deductible.

### **Privacy & Information Security Coverage Changes**

- The coverage agreement was updated to describe all elements of the coverage and replace the previously provided synopsis of coverage.
- A condition was added that the Fund Member is required to implement loss prevention recommendations or forfeit future coverage for a Claim that could have been prevented if the recommendation had been implemented.

### **Violent Act Coverage Changes**

- This ancillary coverage was clarified and enhanced to broaden the coverage extended because of a Violent Act Event. An Event includes an occurrence during which an individual utilizes a weapon with the intent to harm others and inflicts bodily injury on two or more Victims during a Fund Member-sponsored activity regardless of location. Paid expenses include Post Event Emergency Costs, Mental Health Service Costs, Crisis Communication Costs, Essential Support Costs (for travel assistance for Victim's families where needed), with separate Property Reimbursement Costs up to \$1M for the demolition, rebuilding, remediation, or repurposing of buildings after a Violent Act Event.



**Galveston College**

**Property Coverage Summary**  
**Participation Period: 7/1/2021 through 6/30/2022**  
**Total Property Contribution: \$49,587**

The following is an overview of the limits (blanket replacement) and deductibles for risk of Direct Physical Loss to Covered Property. Additional coverages, limits, exclusions, and terms are included in the Fund's Coverage Agreement for this Participation Period.

<b>Coverage</b>	<b>Limit</b>	<b>Deductible</b>
<b>All Perils except Wind, Hail, Named/Numbered Windstorm</b>	\$66,405,586	\$5,000
<b>Wind (Non-Named/Numbered) and Hail</b>	\$66,405,586	\$25,000
<b>Named/Numbered Windstorm Excluded</b>	\$0	
<b>Flood (Not caused by Named/Numbered Windstorm)</b>	\$2,000,000	\$50,000
<b>Earthquake</b>	\$2,000,000	\$50,000
<b>Crime</b>	\$100,000	\$5,000
<b>Equipment Breakdown</b>	\$66,405,586	\$5,000

<b>Additional Deductible for Wind and Hail</b>	<b>Deductible</b>	<b>Maximum Deductible</b>
None		

<b>Additional Sublimit for Wind and Hail</b>	<b>Limit</b>	<b>Deductible</b>
Sublimit for Wind, Hail Loss to Single Ply Membrane roofs and accompanying roof systems; all other deductibles apply. This does not apply to Named/Numbered Windstorm Loss in Tier 1, Tier 2, or Harris counties.	\$1,000,000	Wind and Hail Deductible applies.



<b>Additional Sublimits and/or Deductibles</b>	<b>Limit Per Occurrence</b>	<b>Deductible</b>
Extra Expense & Loss Revenue	\$3,000,000	\$5,000

<b>Excluded Locations</b>	<b>Address</b>	<b>Site</b>
---------------------------	----------------	-------------

None

## Property Conditions

**Named/Numbered Windstorm:** All Loss directly caused by, resulting from, or arising out of any hurricane, typhoon, tropical cyclone, tropical storm, or tropical depression that is designated by name or number by the National Weather Bureau or National Hurricane Center. Including Loss caused by flood, storm surge, wave wash, surface water, overflow of bodies of water, or spray from any of these.

The term “Tier 1” means the Texas counties of Aransas, Brazoria, Calhoun, Cameron, Chambers, Galveston, Jackson, Jefferson, Kenedy, Kleberg, Matagorda, Nueces, Refugio, San Patricio, and Willacy.

The term “Tier 2” means the Texas counties of Bee, Brooks, Fort Bend, Goliad, Hardin, Hidalgo, Jasper, Jim Wells, Liberty, Live Oak, Newton, Orange, Victoria, and Wharton.

The term “Harris County” means the Texas county of Harris.

**Location:** A single street address with Covered Property is sited.

**Flood Zone Exclusions:** As to the Flood endorsement, Fund Member properties are excluded from coverage if they are located in certain Special Flood Hazard Areas (SFHA) identified on the Flood Insurance Rate Map. Fund Member Covered Property in the following SFHAs are excluded: Zone A, Zone AO, Zone AH, Zones A1-A30, Zone AE, Zone A99, Zone AR, Zone AR/AE, Zone AR/AO, Zone AR/A1-A30, Zone AR/A, Zone AR/AH, Zone V, Zone VE, Zone VO, Zones V1-V30. Fund Members with such properties should seek coverage under the National Flood Insurance Program (NFIP) or other flood program.

**Other Limits:** If more than one Per Occurrence Limit may be applicable, the Fund shall determine which limit will apply.

**Statement of Values:** Fund Member has provided the Fund with the most current and accurate statement of values for all applicable property, including a complete and accurate listing of property owned by the Fund Member. Fund Member agrees to allow the Fund to conduct property appraisals of the Fund Members’ property on a periodic basis and agrees to accept values provided by the Fund.

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

**Single Ply Membrane:** ‘Single Ply Membrane’ is synthetic roofing material that includes but is not limited to EPDM, TPO, and PVC membranes.

## Galveston College

### Automobile Coverage Summary Participation Period: 7/1/2021 through 6/30/2022 Total Automobile Contribution: \$3,787

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

Coverage	Limit	Deductible
<b>Automobile Liability</b>	\$500K Combined Single Limit	\$1,000
<b>Automobile Physical Damage - Collision</b>	Actual Cash Value	\$1,000
<b>Automobile Physical Damage - Comprehensive</b>	Actual Cash Value	\$1,000
<b>Automobile Physical Damage - Catastrophic</b>	Actual Cash Value	\$5,000

#### Excluded Vehicles

VIN	Year	Make	Model/Description	Exclusion
-----	------	------	-------------------	-----------

None

### Automobile Terms & Conditions

**Statement of Values:** Fund Member has provided the Fund with the most current and accurate statement of values for all applicable property, including a complete and accurate listing of vehicles owned by the Fund Member. Fund Member agrees to allow the Fund to conduct property appraisals of the Fund Members' property on a periodic basis and agrees to accept values provided by the Fund.

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

**Excluded Vehicles:** The Fund extends coverage for all Fund Member Covered Automobiles. Vehicles listed are excluded from Automobile Liability, Comprehensive, or Comprehensive coverage as noted under 'Exclusion'.



## Galveston College

### School Liability Coverage Summary Participation Period: 7/1/2021 through 6/30/2022 Total School Liability Contribution: \$10,988

The following is an overview of the limits and deductibles for legal, general, and other liability risks. Additional coverages, limits, exclusions, and terms are included in the Fund’s Coverage Agreement for this Participation Period.

Coverage	Limit	Deductible
<b>Professional Legal Liability</b> Subject to \$2,000,000 Maximum Annual Aggregate	\$2,000,000	\$5,000
<b>General Liability</b>	\$2,000,000	\$0
<b>Employee Benefits Liability</b>	\$100,000	\$0

### School Liability Conditions

**Prior Acts:** Fund Member certifies that all known or reported acts for which it is reasonably believed may result in a legal claim against the Fund Member have been fully disclosed. Additionally, Fund Member acknowledges that this coverage excludes any claims arising from such known or reported acts. This Agreement does not void coverage afforded to Fund Member under any previous Fund Agreement.



**Galveston College**

**Privacy & Information Security Coverage Summary**  
**Participation Period: 7/1/2021 through 6/30/2022**  
**Total Privacy & Information Security Contribution: \$2,500**

The following is an overview of the limits and deductibles for privacy and information security risks. Additional coverages, limits, exclusions, and terms are included in the Fund’s Coverage Agreement for this Participation Period.

Coverage	Aggregate Limit Per Event	Deductible
Privacy & Information Security	\$250,000	\$0

**Privacy & Information Security Conditions**

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

## Program Coordinators

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

### Current Program Coordinators

Program	Name	Title	E-mail
<b>TASB Risk Management Fund-Auto</b>	Mary Jan Lantz	Director-HR & Risk Management/Title IX Coordinator	mlantz@gc.edu
<b>TASB Risk Management Fund-Workers' Compensation</b>	Mary Jan Lantz	Director-HR & Risk Management/Title IX Coordinator	mlantz@gc.edu
<b>TASB Risk Management Fund-Unemployment Compensation</b>	Mary Jan Lantz	Director-HR & Risk Management/Title IX Coordinator	mlantz@gc.edu
<b>TASB Risk Management Fund-Liability</b>	Mary Jan Lantz	Director-HR & Risk Management/Title IX Coordinator	mlantz@gc.edu
<b>TASB Risk Management Fund-Property</b>	Mary Jan Lantz	Director-HR & Risk Management/Title IX Coordinator	mlantz@gc.edu

### Program Coordinator Updates

Program	Name	Title	E-mail

If accepting this proposal electronically, you may scan and email this page to [tasbrmf@tasbrmf.org](mailto:tasbrmf@tasbrmf.org) to provide Program Coordinator updates.



## Contribution & Coverage Summary General Conditions

**Coverage:** Coverage terms and limits provided are as set out in this CCS and the Fund’s corresponding Coverage Agreements for this Participation Period.

**Claims Reporting:** Fund Member will provide to the Fund timely notice of all claims as required in the Interlocal Participation Agreement, the applicable Fund Coverage Agreement, or this CCS.

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

**Payment:** The Fund Member agrees to pay contributions based on a plan developed by the Fund. All contributions are payable upon receipt of an invoice from the Fund. The Fund shall determine the contribution for each program and how each contribution is applied. Termination under this Agreement of any program shall not affect the remaining programs.

**Termination:** This CCS may be terminated by either party with termination to be effective on any successive renewal date by giving written notice to the other party no later than 30 days prior to automatic renewal in accordance with Termination provisions in the Interlocal Participation Agreement. If this CCS is not terminated, the renewal of the CCS becomes effective on the automatic renewal date and the member shall be bound by the terms of the renewal CCS.

### Fund Member Authorization:

I approve this Contribution and Coverage Summary (CCS) and certify that this information is correct. I affirm that I am duly authorized to approve this CCS and that I have read and agree to this CCS and the Interlocal Participation Agreement.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

Consider Approval of Proposal to Purchase Texas Association of School Boards Risk Management Fund Insurance Coverage for Unemployment and Workers' Compensation

Staff recommends that the Board approve renewal of insurance policies through an interlocal agreement with the Texas Association of School Boards Risk Management Fund for the College's unemployment and workers' compensation insurance coverage.

NOTE: The rates for workers' compensation and unemployment coverage have not been quoted since the current policies do not expire until September and October 2021, respectively. The carrier predicts that there will be no increase in cost for the workers' compensation policy from the previous year, and the unemployment policy increases have not yet been determined. Once the rates have been quoted, approval of the policy amounts will be submitted to the Board for final approval.

Consider Approval of Proposal for Wireless Network Refresh

Staff requests approval of this proposal to purchase equipment and installation services from DataVox (DIR-TSO-4167) to install and provision replacement wireless access points across many areas at the main campus and the Charlie Thomas Family Applied Technology Center.

Based on the results of a prior wireless survey, this refresh will help provide broader wireless coverage and improve performance for students, faculty, and staff. The total cost of this proposal is \$222,578.12, and the source of funding is the Higher Education Emergency Relief Fund II (HEERF II) grant.

<b>Vendor/Quote</b>	<b>Item</b>	<b>Funding Source</b>	<b>Cost</b>
DataVox Quote DVXQ19789	(2) Cisco 9800L wireless controllers  (65) Cisco 3802I wireless access points  Cabling materials, installation, and provisioning services	HEERF II Grant	\$222,578.12
<b>Total</b>			<b>\$222,578.12</b>

Consider Approval of Proposal for Network Switch Refresh

Staff requests approval of this proposal to purchase equipment and installation services from Presidio (DIR-TSO-4167) to install and provision replacement network switches for various locations on campus. Currently network switches in the following locations are end of support:

- Moody Hall – 1<sup>st</sup> Floor, 3<sup>rd</sup> Floor
- Regents Hall – 2<sup>nd</sup> Floor, 3<sup>rd</sup> Floor
- Mary Moody Northen Center – 2<sup>nd</sup> Floor, 3<sup>rd</sup> Floor

This proposal will help upgrade and replace existing gear in these areas with Cisco 9300 series switches and includes the Cisco DNA Center appliance which will help with improving visibility and management capabilities. The total cost of this proposal is \$290,588.83, and the source of funding is the Higher Education Emergency Relief Fund II (HEERF II) grant.

Vendor/Quote	Item	Funding Source	Cost
Presidio Quote 2003221107179-04	(22) Cisco Catalyst 9300 48-port switches  (1) Cisco DNA Center appliance  Installation and provisioning services	HEERF II Grant	\$290,588.83
<b>Total</b>			<b>\$290,588.83</b>

Consider Approval of Proposal for Computer Lab Desktop Refresh

Staff requests approval of this proposal to purchase 82 Dell All-in-One OptiPlex 7490 AIO series desktops from Dell EMC (DIR Contract No. DIR-TSO-3763) to refresh computer labs at both the main campus and the Charlie Thomas Family Applied Technology Center. Labs being targeted include Room N-119 (Student Success Center) and Room R-357 at the main campus and Room ATC-300 at the Applied Technology Center.

The total cost of this proposal is \$109,880, and the source of funding is various funds as approved in the fiscal year 2021 budget. All desktops come with a three-year warranty.

<b>Vendor/Quote</b>	<b>Item</b>	<b>Funding Sources</b>	<b>Cost</b>
Dell EMC Contract No.: DIR-TSO-3763 Quote No.: 3000086866061.2	(82) Dell All-in-One OptiPlex 7490 AIO series desktops @ \$1,340 each	Various institutional funds as approved in the fiscal year 2021 budget	\$109,880
<b>Total</b>			<b>\$109,880</b>

Consider Approval of 2021 Budget and Tax Rate Planning Calendar

Staff prepared the following 2021 Budget and Tax Rate Planning Calendar for Board consideration.

**DRAFT**

## 2021 Budget and Tax Rate Planning Calendar Galveston Community College District

Date	Action	By
April	Mailing of notices of appraised value by chief appraiser	Appraiser
4/30	Deadline for chief appraiser to provide preliminary values	Appraiser
6/4	72-hour notice for <b>6/10 regular meeting</b> ( <i>Open Meeting Notice</i> )	CDB
6/9 5:30 PM	<b>Regular meeting</b>	BOR
6/17	72-hour <b>notice</b> for <b>6/21 budget workshop</b> ( <i>Open Meeting Notice</i> )	CDB
6/21 8:30 AM	<b>1<sup>st</sup> budget workshop</b> ( <i>Board Retreat</i> )	BOR
7/1	Local deadline to submit TNT information to assessor/collector	JE/CDB
7/25	Deadline for chief appraiser to certify rolls or certified estimate of value to taxing units	Appraiser
7/26	GCTO to begin calculation of rates	GCTO
7/29	72-hour <b>notice</b> for <b>8/4 2<sup>nd</sup> budget workshop and special meeting</b> to adopt proposed budget and proposed tax rate ( <i>Open Meeting Notice</i> )	CDB
7/31	Rates and calculations to governing bodies and posted on assessor/collector and entity websites; for cities with sales tax, entity auditor certifies amount of debt to be paid with sales tax; chief appraiser delivers by mail or email notice of website location for property owners to find estimated amount of taxes (based on 2020 value and proposed rates).	Assessor/Collector GC (JE) Appraiser
8/3	Assessor/collector submits appraisal roll to taxing units and certifies anticipated collection rate for current year. If collection rate in preceding year and actual collection rate exceeded the anticipated rate, collector must also certify the amount of debt taxes collected in excess of the anticipated amount.	Assessor/Collector
8/4 5:30 PM	<b>2<sup>nd</sup> budget workshop and special meeting</b> to adopt proposed budget and proposed tax rate	BOR
8/5	72-hour notice for <b>8/11 regular meeting</b> ( <i>Open Meeting Notice</i> )	CDB
8/7	Publish proposed budget hearing notice; post on entity website	JE/CDB
8/10	Publish proposed tax rate hearing notice in newspaper at least five days before the hearing; post on entity website until the meeting has been held	GCTO/CDB
8/11 5:30 PM	<b>Regular meeting</b>	BOR
8/13	72-hour <b>notice</b> for <b>8/18 public hearings</b> on proposed budget and proposed tax rate followed by <b>special meeting</b> to adopt budget and then the tax rate ( <i>Open Meeting Notice</i> )	CDB
8/18 8:00 AM	<b>Public hearings</b> on proposed budget and proposed tax rate followed by <b>special meeting</b> to adopt budget and then the tax rate (Super majority, 60%, required to adopt the tax rate)	BOR

**Note:** If adopting a tax rate that exceeds the voter-approval rate, the Board calls for an election. The earliest date rate may be adopted is no less than five days after the chief appraiser has delivered notices to property owners and tax rate calculations have been published on the website. A super majority is required to adopt the tax rate.

Consider Adoption of Resolution Granting  
Residence Homestead Tax Exemptions for the 2021 Tax Year

The attached resolution provides for the 2021 tax year designation of property tax exemptions. The exemptions detailed in the resolution are identical to those granted the previous year.

Staff recommends adoption of the resolution as presented.

**A RESOLUTION OF THE  
GALVESTON COMMUNITY COLLEGE DISTRICT  
BOARD OF REGENTS GRANTING  
RESIDENCE HOMESTEAD TAX EXEMPTIONS FOR THE 2021 TAX YEAR**

WHEREAS, Section §11.13 of the Texas Property Tax Code provides for the granting of various residence homestead tax exemptions; and

WHEREAS, the Board of Regents of the Galveston Community College District desires to continue to provide for such exemptions for properties in the College District's tax jurisdiction for the purpose of assessing and collecting taxes for the tax year 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF THE GALVESTON COMMUNITY COLLEGE DISTRICT THAT:

With respect to all real property owned by an individual and occupied by that individual as a residence homestead (as defined in Section 11.13(j) (1) of the Texas Property Tax Code), that, in addition to any other exemptions provided by Section 11.13 of the Texas Property Tax Code, the first \$5,000 or 20 percent of value, whichever is greater, with respect to said property be exempt from ad valorem taxation.

BE IT FURTHER RESOLVED with respect to all real property owned by an individual who is disabled (as defined in Section 11.13(m) (1) of the Texas Property Tax Code) or who is 65 years of age or older and occupied by that individual as a residence homestead (as defined in Section 11.13(j) (1) of the Texas Property Tax Code), that the first \$10,000 of value of said property be exempt from ad valorem taxation.

PASSED AND ADOPTED this 9<sup>th</sup> day of June, 2021.

**GALVESTON COMMUNITY COLLEGE DISTRICT**

\_\_\_\_\_  
Karen F. Flowers  
Chairperson, Board of Regents

ATTESTED TO:

(DISTRICT SEAL)

\_\_\_\_\_  
Michael B. Hughes  
Secretary, Board of Regents

Consider Approval of Change in Faculty Rank

The following individual has petitioned for a change in faculty rank:

<u>Faculty Member</u>	<u>Change in Rank From</u>	<u>Change in Rank To</u>
Clint A. Jones	Instructor	Assistant Professor

Mr. Jones has met the criteria (outlined below) to be considered for a change in faculty rank and has completed the review process conducted by the Rank, Tenure and Sabbatical Committee. The Committee affirms and recommends this change in faculty rank. The Vice President of Instruction agrees with the Committee's recommendation and the President concurs with these endorsements. Change in rank would be effective upon Board approval.

**CRITERIA****Assistant Professor**

Academic Track: Rank of instructor plus 12 additional graduate hours (in a discipline related to the teaching field) beyond those hours required for the master's degree AND three years of satisfactory postsecondary teaching experience OR be awarded tenure OR rank of instructor and have an earned doctorate (not necessarily in the teaching field)

Workforce Track: Rank of instructor plus 15 hours in a discipline related to the teaching field or the equivalent of 15 hours in CEU and professional certifications AND three years of satisfactory postsecondary teaching experience AND five years of work experience in the teaching field

**Instructor**

Academic Track: Eighteen graduate hours in the teaching field and a master's degree (which may or may not be in the teaching field)

Workforce Track: Associate degree or equivalent (e.g. special licensure or certification) plus three years of professional work experience in the program area in which the instructor is teaching

Consider Acceptance of Faculty Retirement

It is recommended that the retirement of the following individual is accepted and that the President acknowledge, with appreciation, service rendered to the College.

<u>Name</u>	<u>Position/Title</u>	<u>Effective Date</u>
Elizabeth A. Tapp	Associate Professor of Psychology / Psychology and Sociology Program Coordinator	5/31/21

Reconsider Appointment of Alternate Voting Delegate for  
Community College Association of Texas Trustees (CCATT) Annual Conference

The Community College Association of Texas Trustees (CCATT) and the Texas Success Center will jointly host the CCATT Annual Conference and the Board of Trustees Institute on September 16-18, 2021. CCATT will hold a business meeting as part of its 2021 Annual Conference. Each college will have a single vote on all business matters to be cast by an appointed delegate or alternate, in cases of absence by the delegate.

The Galveston College Board of Regents appointed its delegate and alternate at the May 12, 2021 Regular Board Meeting. Regent Mary Longoria was appointed as the alternate, but will not be able to attend the conference. The Board will reconsider appointment of its CCATT alternate voting delegate.

Consider Possible Action Regarding Purchase of Real Property

The Board of Regents is scheduled to convene in a closed meeting to deliberate the purchase and value of real property. Following that closed meeting, the Board will reconvene the open meeting and may take action as a result of that discussion.

The Board Facilities Committee was scheduled to meet in a closed meeting prior to the Regular Meeting to discuss the purchase and value of real property as authorized by the Open Meetings Act, Texas Government Code, Chapter 551, under the following provision of the Act: Section 551.072, Deliberations about Real Property. The Board of Regents may adjourn to a closed meeting in Room M-202 under the same provision of the Act. Following this closed meeting, the Board will reconvene the Regular (Open) Meeting in Room M-220 to address **Action Item No. 19**. Mr. Michael B. Hughes, Facilities Committee Chairperson, will present the Committee's recommendation to the Board of Regents for consideration.