

**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, May 13, 2026**, 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 -**

- I. Call to Order Regular Meeting**
- II. Moment of Silence and Pledge of Allegiance
- III. Certification of Posting Notice of Regular Meeting
- IV. Recognition of Guests
- V. Administer Oath of Office
- VI. Consider Approval of Minutes from the Regular Meeting of April 8, 2026, 3  
Special Meetings of April 14, 2026, and the Special Meeting of April 20,  
2026 (*Action Item*)
- VII. Citizens Desiring to Appear Before the Board on Agenda and Non-agenda Items  
(*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.*)
- VIII. Informative Reports:
  - 1. Student Success Story (*Dr. W. Myles Shelton*) 16
  - 2. Monthly Financial Reports - April (*Mr. M. Jeff Engbrock*) 17
- IX. Consideration of Consent Agenda 44  
(*The purpose of the consent agenda is to allow the Board to identify and  
approve action items which 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.*)
- X. Action Items:
  - 1. Consider approval of Facilities Committee Recommendation Regarding 46  
the Health Sciences Education Center (HSEC) Project Including, but not  
Limited to Contemplated Litigation
  - 2. Consider Approval of Facilities Committee Recommendation Regarding 47  
the Purchase of Real Property
  - 3. Consider Approval of Facilities Committee Recommendation Regarding 48  
the Proposal from OPS Inc. Security Services for Campus Security Services
  - 4. Consider Approval of Facilities Committee Recommendation Regarding 55  
the Design (Architectural & Engineering) Proposal from Creole Designs for  
Student Housing Along 41st Street
  - 5. Consider Approval of Instructional Agreements for Dual Credit Classes 58  
for Academic Year 2026-27 Including Addendums:
    - A. Galveston Independent School District
    - B. O'Connell College Preparatory School
    - C. Odyssey Academy

D. Upward Hope Academy	
E. Hamshire-Fannett Independent School District	
F. Dickinson Independent School District	
6. Consider Approval of Continuing Education Occupational Skills Award (OSA) Certificate in Shipfitter Helper Fabrication	161
7. Consider Approval of Proposal to Purchase Laptop Computers and Laptop Charging Cart for Engineering Technology	162
8. Consider Approval of Proposal to Purchase Networking Equipment and Video Surveillance Cameras for New Student Residence Halls and Garage Apartments	163
9. Consider Approval to Purchase Two File Cabinets and an Office Chair for the Business Office	164
10. Consider Approval of Senate Bill 17 (2023 Legislative Session) Compliance Reporting Certification Form for FY2026	165
11. Consider Approval of FY 2027 Budget and 2026 Tax Rate Planning Calendar	169
12. Consider Adoption of Local Policy CDB and CDB Regulation	171
13. Consider Approval of Contract Extension for Professional Landscaping Services	184
14. Consider Approval of Proposal to Install New Dugouts at Carter Field	185
15. Consider Approval of Proposal for Moody Gardens Hotel Room and Catering Contract for the 2027 Women In Industry Conference	188
16. Consider Approval of Faculty Change in Rank	193
<b>XI. Adjournment to Closed/Executive Session in Room M-202:</b> The Board of Regents, as authorized by the Open Meetings Act, Texas Government Code, Chapter 551, reserves the right to enter into a closed/executive session under the following provision of the Act: <b>Section 551.074</b> – To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.	
<b>XII. Reconvene Regular Meeting (Open Meeting) in Room M-220</b>	
XIII. Action Items: <i>(Continued)</i>	
1. Consider Appointment of New President and Approval of Contract	194
XIV. Special Reports and Comments:	
1. Student Representative <i>(Ms. Mariana Hernandez Lima)</i>	
2. Faculty Representative <i>(Mr. Tyree Bearden)</i>	
3. President <i>(Dr. W. Myles Shelton)</i>	
4. Regents	
5. Chairperson <i>(Ms. Carolyn Sunseri)</i>	
XV. Adjournment	

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The notice for this meeting was posted on The notice for this meeting was posted on May 6, 2026 in compliance with the Texas Open Meetings Act., 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  
April 8, 2026  
5:30 p.m.**

At the Regular Meeting of the Galveston Community College District Board of Regents, duly held on Wednesday, April 8, 2026, in Room M-220 of Moody Hall, commencing at 5:30 p.m., the following Regents were present:

Ms. Carolyn L. Sunseri, Chairperson  
Mr. Fred D. Raschke, Vice Chairperson  
Mr. Michael B. Hughes, Secretary (excused)  
Mr. Garrik Addison  
Mr. Armin Cantini  
Ms. Karen Flowers (attended virtually)  
Dr. Norman Hoffman  
Mr. Raymond Lewis, Jr. (attended virtually)  
Ms. Mary R. Longoria

Faculty and staff present included Dr. W. Myles Shelton, President, Mr. Daniel Alcantar, Dr. Carmen Allen, Mr. Tyree Bearden, Ms. Karen Bell, Dr. Conrad Breitbart, Mr. Ed Chrnko, Dr. Courtney Cross, Mr. Jeff Engbrock, Mr. Daniel Fink, Dr. Norma Guzman, Ms. Angie Hoermann, Ms. Vicki Jernigan, Ms. Breanne Lorefice, Ms. Hong Mai, Dr. Van Patterson, Ms. Jennifer Prochaska, Ms. LT Rivera, Ms. Rene Sanders, and Dr. Tirizia York.

- I. CALL TO ORDER REGULAR MEETING:** Chair Sunseri opened the Regular Meeting at 5:32 p.m. in Room M-220 of Moody Hall and determined a quorum was present.
- II. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE:** Ms. Sunseri began with a moment of silence and asked Dr. Hoffman 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 April 1, 2026.
- IV. RECOGNITION OF GUESTS:** There were no guests in attendance.
- V. CONSIDER APPROVAL OF MINUTES FROM THE REGULAR MEETING OF MARCH 18, 2026, AND THE SPECIAL MEETING OF MARCH 25, 2026:** A

reading of the minutes was waived. Mr. Raschke moved to approve the minutes as published; Ms. Longoria seconded. The motion passed unanimously.

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

**VII. INFORMATIVE REPORTS:**

1. Student Success Story: Dr. Shelton introduced this agenda item and Ms. Carmen Allen, Director of Institutional Effectiveness and Research, who presented the Trellis Student Financial Wellness Survey Results. The survey evaluates financial security of students, how the students pay for college, if the college has the support services to help students, if students believe the cost of college is a good investment and student wellbeing. Takeaways included that students experiencing financial insecurity find it difficult to focus on academics, if students know support is available, they may feel more connected to their school, and mental health challenges are linked to a higher risk of poor academic performance.
2. Monthly Financial Reports –March: Mr. M. Jeff Engbrock, Comptroller/CFO, presented the financial report for the month of March. With 58 percent of the year completed, income generated was \$28,139,582 or 89.3 percent of the fiscal year 2025-26 revenue budget compared to 98.1 percent this time last year. State funds for March are \$3,956,309 or 75.1 percent of the budget, based on the change in how state funds are now distributed. Tuition and fees were \$5,883,380 or 104.8 percent of the budget compared to 93.8 percent last year. Local taxes are \$17,477,053 or 90.3 percent of the budget compared to 92.5 percent last year. Local Revenue is \$822,839 or 64.9 percent of the budget, compared to 75.5 percent last year. He reported that total expenses are \$16,566,207 or 52.6 percent of the expenditure budget, compared to 49.5 percent last year.
3. Notice to the Board of Regents that the Contract for Campus Security has exceeded \$100,000: The Board approved a proposal to provide campus security from OPS, Inc. Security Services at the Regular Board of Regents Meeting on August 13, 2025. As a part of the approval, Staff is required to notify the Board of Regents when total expenditures for the fiscal year will exceed \$100,000. It is anticipated that the expenditures for OPS, Inc. will exceed \$100,000 and this informational item is to serve as notice to the Board of Regents. The funding for the expenditures is included in the FY 2026 Budget.

**\*Due to technical difficulties, Ms. Flowers and Mr. Lewis were in and out of the meeting at various times. Ms. Flowers was present for votes on action items 1-6.**

**VIII. CONSENT AGENDA:** Ms. Sunseri proceeded with the Consent Agenda. Mr. Raschke moved to approve the Consent Agenda and Action Items No. 4, 5, and 6; 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 Facilities Committee Recommendation Regarding the Health Sciences Education Center (HSEC) Project: Ms. Carolyn Sunseri, Acting Facilities Committee Chair presented this item to the Board. The Facilities Committee met prior to this meeting to consider a recommendation to the Board regarding the Health Sciences Education Center (HSEC) Project. There was no action taken on this item.
2. Consider Approval to Offer Advanced Technical Certificate in Nuclear Medicine: Dr. Matthews presented this item to the Board. Staff is requesting approval to offer an Advanced Technical Certificate in Nuclear Medicine. This will provide an accelerated pathway for registered radiologic technologists to transition into the nuclear medicine profession without the requirement of a second associate degree. Upon completion of the program, graduates will be eligible to sit for the NMTCB and ARRT Nuclear Medicine certification examinations. Courses will be offered on-line or in person.

Dr. Matthews recognized Dr. Courtney Cross who is the program director for this certificate. Just last month Dr. Cross finished her Doctorate of Education, and just with the Consent Agenda, the Board approved her tenure.

Ms. Longoria moved to approve offering the Advanced Technical Certificate in Nuclear Medicine; Mr. Addison seconded. The motion passed unanimously.

3. Consider Approval of Amendment to Interlocal Collection Agreement for Tax Assessment and Collection Services: Dr. Shelton presented this item to the Board. The Galveston County Tax Assessor Collector has indicated that they need to raise their fees from \$0.21 to \$0.27 per parcel beginning in FY2027. There are 51,197 parcels and we anticipate that this will increase this expense from \$10,751 to \$13,823.

Mr. Cantini moved to approve the amendment to the Interlocal Collection Agreement for Tax Assessment and Collection Services; Ms. Flowers seconded. The motion passed unanimously.

4. Consider Approval of Variance to Professional Landscaping Services Contract: The Board unanimously approved the variance to the Professional Landscaping Services Contract. This item was passed in the Consent Agenda.

5. Consider Approval to Purchase Furniture for the Student Success Center: The Board unanimously approved the purchase of furniture for the Student Success Center. This item was passed in the Consent Agenda.
6. Consider Conferment of Faculty Tenure: The Board unanimously approved the tenure of Dr. Courtney Cross. This item was passed in the Consent Agenda.

**X. Adjournment to Closed/Executive Session 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/executive session under the following provision of the Act: **Section 551.074** – To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

The Board adjourned to closed session at 5:58 p.m.

**XI. Reconvene Regular Meeting (Open Meeting) in Room M-220**

The Board reconvened the open meeting in Room M-220 at 6:38 p.m.

**\*Mr. Lewis and Ms. Flowers did not re-join the meeting, following the Closed/Executive Session**

**XII. Action Items: (Continued)**

7. Consider Full-Time Faculty Reappointments: Dr. Shelton presented this item to the Board. Staff would recommend the re-appointments as presented in the Board Book.

Mr. Raschke moved to approve the full-time faculty re-appointments, both tenured and non-tenured as listed in the board materials; Mr. Addison seconded. The motion passed unanimously.

8. Discuss Presidential Interviews and Presidential Candidates: No action was taken on this item.

**XIII. SPECIAL REPORTS AND COMMENTS:**

1. Student Representative: Ms. Mariana Hernandez Lima presented this item to the Board. The following updates were shared:

Events since the last Board meeting:

- March 19<sup>th</sup> – Movie on the Lawn, 20 people participated
- March 25<sup>th</sup> – Island Fest and Spirit Week, 200-250 people participated
- March 31<sup>st</sup> – Egg Hunt, 40-50 people attended
- March 31<sup>st</sup> - Primetime Movie night – 11 students attended

- April 8<sup>th</sup> – Community Pathways Expo

Upcoming Events:

- April 16<sup>th</sup> - Movie on the Lawn – Interstellar
- April 14<sup>th</sup> – Bowling Night
- April 17<sup>th</sup> – Deadline to apply for an SGA position.
- April 22<sup>nd</sup> – Earth Day
- April 23<sup>rd</sup> - Voting Education Seminar in collaboration with the League of Women Voters.
- April 23<sup>rd</sup> - Talent Show for students and staff
- April 25<sup>th</sup> - Softball Tailgate at 11 a.m.
- April 28<sup>th</sup> - Movie Night at Primetime Cinema

2. Faculty Representative: Mr. Tyree Bearden introduced Ms. Karen Bell who presented on the RN-BSN Program. She discussed lessons learned, new software that is helping students format their papers, and program growth.
3. President: Dr. Shelton shared that Daniel Fink earned his Doctorate Degree. Other updates included:
  - April 14<sup>th</sup> are the public forums for the Presidential Search. The first one starts at 8a.m., the second one begins at 3 p.m. You will have an opportunity to submit comments to the Board on the candidates.
  - April 21<sup>st</sup> and 22<sup>nd</sup>, is the Nonsense Dinner Theater.
  - Please note that the end of semester activities are starting to happen. They are listed on your Dates to Remember sheet.
  - The Board retreat will be held at Moody Gardens on June 25<sup>th</sup>.
  - Please complete your cyber-security training.
  - Mayor Debate Luncheon is tomorrow.
  - A new AC was put on the student center yesterday.
  - New student housing is being constructed, and things are starting to be framed.
  - New landscaping is going in at the main campus and ATC.
  - Culinary is getting a new walk-in freezer.
  - New lighting is being installed on the outside stairways at the HSEC.
  - Room N-237 is getting ready to go for the new technology engineering program.
  - There was an editorial in the Galveston Daily News regarding the new Engineering Technology Program.
4. Regents: There were no Regent reports.
5. Chairperson: Ms. Sunseri hoped everyone had a joyous Easter Holiday, and we are looking forward to the rest of the semester and graduation.

**XIV. ADJOURNMENT:** There being no further business to come before the Board, the Regular Meeting adjourned at 7:03 p.m.

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Michael B. Hughes, Secretary

APPROVED AS CORRECT:

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Carolyn L. Sunseri, Chairperson

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:

	<u>Consent Agenda</u>	<u>President Recommended Separate Action</u>	<u>Board Separate Action</u>	<u>Page #</u> _____
#1 – Consider Approval of Facilities Committee Recommendation Regarding the Health Sciences Education Center (HSEC) Project		✓		
#2 – Consider Approval of Advanced Technical Certificate in Nuclear Medicine		✓		
#3 – Consider Amendment to Interlocal Collection Agreement for Tax Assessment and Collection Services		✓		
#4 – Consider Approval of Variance to Professional Landscaping Services Contract	✓			
#5 – Consider Approval of Proposal to Purchase Furniture for the Student Success Center	✓			
#6 – Consider Conferment of Faculty Tenure	✓			
#7 – Consider Full-time Faculty Reappointments		✓		
#8 – Discuss Presidential Interviews and Presidential Candidates		✓		

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF REGENTS  
GALVESTON COMMUNITY COLLEGE DISTRICT  
7 Hope Boulevard  
Galveston, Texas 77554  
Starfish Room – Moody Gardens Hotel, Spa, and Conference Center  
April 14, 2026  
12:00 p.m.**

At the Special Meeting of the Galveston Community College District Board of Regents, duly held on Tuesday, April 14, 2026, in the Starfish Room at Moody Gardens Hotel, Spa, and Conference Center, commencing at 12:00 p.m., the following Regents were present:

Ms. Carolyn Sunseri, Chairperson  
Mr. Fred D. Raschke, Vice Chairperson  
Mr. Michael B. Hughes, Secretary  
Mr. Garrik Addison  
Mr. Armin Cantini  
Ms. Karen F. Flowers  
Dr. Norman Hoffman  
Mr. Raymond Lewis, Jr.  
Ms. Mary R. Longoria

Faculty and staff present included Dr. W. Myles Shelton, President.

- I. CALL TO ORDER SPECIAL MEETING:** Chair Sunseri opened the Special Meeting at 12:10 p.m. in the Starfish Room at Moody Gardens and determined a quorum was present.
- II. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE:** Ms. Sunseri began with a moment of silence and asked everyone to lead the Pledge of Allegiance.
- III. CERTIFICATION OF POSTING NOTICE OF SPECIAL MEETING:** Dr. Shelton confirmed that the notice of the Special Meeting had been properly posted on April 8, 2026.
- IV. RECOGNITION OF GUESTS:** Mr. Jon Watts was in attendance.
- V. CITIZENS DESIRING TO APPEAR BEFORE THE BOARD ON AGENDA AND NON-AGENDA ITEMS:** There were no citizens desiring to appear before the Board.
- VI. INTERVIEW WITH DR. TRACEE WATTS:** The Board adjourned to Closed/Executive Session.

**VII. ADJOURNMENT TO CLOSED/EXECUTIVE SESSION 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/EXECUTIVE SESSION UNDER THE FOLLOWING PROVISION OF THE ACT: SECTION 551.074 – TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE:** The Board adjourned to Closed/Executive Session at 12:11 p.m.

**VIII. RECONVENE REGULAR MEETING (OPEN MEETING) IN ROOM M-220:** The Board reconvened the Regular (Open Meeting) at 1:57 p.m.

**IX. ACTION ITEMS:**

1. Possible action on any item discussed in Closed/Executive Session:  
There was no action taken.

**X. ADJOURN SPECIAL MEETING:** There being no further business to come before the Board, the Special Meeting adjourned at 1:57 p.m.

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Michael B. Hughes, Secretary

APPROVED AS CORRECT:

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Carolyn L. Sunseri, Chairperson

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF REGENTS  
GALVESTON COMMUNITY COLLEGE DISTRICT  
7 Hope Boulevard  
Galveston, Texas 77554  
Starfish Room – Moody Gardens Hotel, Spa, and Conference Center  
April 14, 2026  
6:00 p.m.**

At the Special Meeting of the Galveston Community College District Board of Regents, duly held on Tuesday, April 14, 2026, in the Starfish Room at Moody Gardens Hotel, Spa, and Conference Center, commencing at 6:00 p.m., the following Regents were present:

Ms. Carolyn Sunseri, Chairperson  
Mr. Fred D. Raschke, Vice Chairperson  
Mr. Michael B. Hughes, Secretary  
Mr. Garrik Addison  
Mr. Armin Cantini  
Ms. Karen F. Flowers  
Dr. Norman Hoffman  
Mr. Raymond Lewis, Jr.  
Ms. Mary R. Longoria

Faculty and staff present included Dr. W. Myles Shelton, President.

- I. CALL TO ORDER SPECIAL MEETING:** Chair Sunseri opened the Special Meeting at 6:05 p.m. in the Starfish Room at Moody Gardens and determined a quorum was present.
- II. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE:** Ms. Sunseri began with a moment of silence and asked everyone to lead the Pledge of Allegiance.
- III. CERTIFICATION OF POSTING NOTICE OF SPECIAL MEETING:** Dr. Shelton confirmed that the notice of the Special Meeting had been properly posted on April 8, 2026.
- IV. RECOGNITION OF GUESTS:** Dr. Rachael Sullivan was in attendance.
- V. CITIZENS DESIRING TO APPEAR BEFORE THE BOARD ON AGENDA AND NON-AGENDA ITEMS:** There were no citizens desiring to appear before the Board.
- VI. INTERVIEW WITH MR. CHRIS SULLIVAN:** The Board adjourned to Closed/Executive Session.

**VII. ADJOURNMENT TO CLOSED/EXECUTIVE SESSION 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/EXECUTIVE SESSION UNDER THE FOLLOWING PROVISION OF THE ACT: SECTION 551.074 – TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE:** The Board adjourned to Closed/Executive Session at 6:06 p.m.

**VIII. RECONVENE REGULAR MEETING (OPEN MEETING) IN ROOM M-220:** The Board reconvened the Regular (Open Meeting) at 8:33p.m.

**IX. ACTION ITEMS:**

1. Possible action on any item discussed in Closed/Executive Session:  
There was no action taken.

**X. ADJOURN SPECIAL MEETING:** There being no further business to come before the Board, the Special Meeting adjourned at 8:33 p.m.

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Michael B. Hughes, Secretary

APPROVED AS CORRECT:

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Carolyn L. Sunseri, Chairperson

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF REGENTS  
GALVESTON COMMUNITY COLLEGE DISTRICT  
4015 Avenue Q  
Galveston, Texas 77550  
Room M-220 – Moody Hall  
April 20, 2026  
8:00 a.m.**

At the Special Meeting of the Galveston Community College District Board of Regents, duly held on Monday, April 20, 2026, in Room M-220 of Moody Hall, commencing at 8:00 a.m., the following Regents were present:

Ms. Carolyn Sunseri, Chairperson  
Mr. Fred D. Raschke, Vice Chairperson  
Mr. Michael B. Hughes, Secretary  
Mr. Garrik Addison  
Mr. Armin Cantini  
Ms. Karen F. Flowers  
Dr. Norman Hoffman (excused)  
Mr. Raymond Lewis, Jr. (attended virtually)  
Ms. Mary R. Longoria

Faculty and staff present included Dr. W. Myles Shelton, President, Dr. Conrad Breitbach, Dr. Daniel Fink, Ms. Breanne Loreface, Mr. Ed Chrnko Salas, and Dr. Mary Ana Thomas.

- I. CALL TO ORDER SPECIAL MEETING:** Chair Sunseri opened the Special Meeting at 8:00 a.m. in Room M-220 of Moody Hall and determined a quorum was present.
- II. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE:** Ms. Sunseri began with a moment of silence and asked Dr. Shelton to lead the Pledge of Allegiance.
- III. CERTIFICATION OF POSTING NOTICE OF SPECIAL MEETING:** Dr. Shelton confirmed that the notice of the Special Meeting had been properly posted on April 13, 2026.
- IV. RECOGNITION OF GUESTS:** There were no guests in attendance.
- V. CITIZENS DESIRING TO APPEAR BEFORE THE BOARD ON AGENDA AND NON-AGENDA ITEMS:** There were no citizens desiring to appear before the Board.
- VI. CONSIDER SOLE FINALIST FOR THE POSITION OF PRESIDNT:** The Board adjourned to Closed/Executive Session.
- VII. ADJOURNMENT TO CLOSED/EXECUTIVE SESSION 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/EXECUTIVE SESSION UNDER THE FOLLOWING PROVISION OF THE ACT: SECTION 551.074 – TO DELIBERATE THE**

**APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE:** The Board adjourned to Closed/Executive Session at 8:04 a.m.

**VIII. RECONVENE REGULAR MEETING (OPEN MEETING) IN ROOM M-220:** The Board reconvened the Regular (Open Meeting) at 8:28 a.m.

**IX. ACTION ITEMS:**

1. Consider Naming the Sole Finalist for the Position of President, and Authorizing the Board Chair to Negotiate a Contract with the Sole Finalist for the Position of President: Mr. Raschke moved to name Dr. Tracee Watts as the sole finalist for the position of President and to authorize the Board Chair to negotiate a contract with the sole finalist for the position of President; Mr. Cantini seconded. The motion passed unanimously.

**X. ADJOURN SPECIAL MEETING:** There being no further business to come before the Board, the Special Meeting adjourned at 8:29 a.m.

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Michael B. Hughes, Secretary

APPROVED AS CORRECT:

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Carolyn L. Sunseri, Chairperson

Student Success Story

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

Monthly Financial Report –April

Attached is the monthly financial report for April, representing encumbrances and pre-encumbrances through April 30, 2026. The report is 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

**Bond Fund:**

- Summary Revenue/Expenditure Report

# Operating Fund Revenue Summary Sheet

## May 2026 Meeting

As of April 30, 2026 (67% of Year)

Source	Budgeted 2025/2026	Year-to-Date		
		Received (\$) 2025/2026	Received (%) 2025/2026	Received (%) 2024/2025
State Funds	\$5,270,549	\$3,956,309	75.1%	75.7%
Tuition and Fees	\$5,616,300	\$6,592,034	117.4%	106.2%
Local Taxes	\$19,356,251	\$17,811,546	92.0%	94.5%
Local Revenues	\$1,268,100	\$945,128	74.5%	86.3%
<b>Total Revenue</b>	<b>\$31,511,200</b>	<b>\$29,305,018</b>	<b>93.0%</b>	<b>93.0%</b>

**Operating Fund**  
**Expenditure Summary Sheet**  
**May 2026 Meeting**  
As of April 30, 2026 (67% of Year)

Source	Budgeted 2025/2026	Year-to-Date		
		Expended (\$) 2025/2026	Expended (%) 2025/2026	Expended (%) 2024/2025
Instruction	\$10,087,926	\$6,530,472	64.7%	59.1%
Community Service	\$82,515	\$50,340	61.0%	56.4%
Academic Support	\$2,249,843	\$1,477,119	65.7%	60.6%
Student Services	\$2,943,669	\$1,730,408	58.8%	60.0%
Institutional Support	\$6,823,246	\$4,219,178	61.8%	61.1%
Staff Benefits	\$16,000	\$40,384	252.4%	136.0%
Operations/ Maintenance	\$4,015,842	\$2,684,005	66.8%	63.2%
Interfund Transfers (out)	\$5,292,159	\$3,745,523	70.8%	58.6%
<b>Total Expenditures</b>	<b>\$31,511,200</b>	<b>\$20,477,429</b>	<b>65.0%</b>	<b>60.2%</b>

**GALVESTON COLLEGE**  
Fund 11 Education and General

	Current year	Current year	Current year	Current year	Current year	Current year	Current year	Current year	Current year
	Budget	(MTD) Actual	(YTD) Actual	Encumbrances	Remaining	% Expended	2026	2026	2026
April 30, 2026	2026	April	2026	2026	2026	2026	2026	2026	2026
<b>Revenue by State Classification</b>									
State Funds	5,270,549	0	3,956,309	0	1,314,240	75.1%			
Tuition	3,475,100	326,234	4,126,036	0	(650,936)	118.7%			
Course Fees	3,307,200	398,608	3,766,162	0	(458,962)	113.9%			
Exemptions/Waivers	(1,166,000)	(18,165)	(1,300,164)	0	134,164	111.5%			
Local Taxes	19,356,251	269,821	17,811,546	0	1,544,705	92.0%			
Local Revenue	1,253,800	119,909	932,687	0	321,113	74.4%			
Sales and Services	14,300	2,080	12,441	0	1,859	87.0%			
<b>Total Revenue</b>	<b>31,511,200</b>	<b>1,098,486</b>	<b>29,305,018</b>	<b>0</b>	<b>2,206,182</b>	<b>93.0%</b>			
<b>Expenditures by State Classification</b>									
Instruction	10,149,514	855,062	6,530,472	164,580	3,454,462	64.3%			
Community Service	84,515	8,334	50,340	17,304	16,871	59.6%			
Academic Support	2,251,193	179,841	1,477,119	15,771	758,303	65.6%			
Student Services	2,928,839	233,931	1,730,408	202,557	995,874	59.1%			
Institutional Support	6,705,547	422,280	4,219,178	307,870	2,178,499	62.9%			
Operation and Maintenance	4,084,522	256,470	2,684,005	761,880	638,637	65.7%			
Staff Benefits	14,911	0	40,384	0	(25,473)	270.8%			
Inter-Fund Appropriations	5,292,159	1,917,795	3,745,523	0	1,546,636	70.8%			
<b>Expenditures Total</b>	<b>31,511,200</b>	<b>3,873,712</b>	<b>20,477,429</b>	<b>1,469,962</b>	<b>9,563,809</b>	<b>65.0%</b>			
<b>Expenditures by Type</b>									
General Operating	3,687,876	191,276	2,175,569	338,403	1,173,904	59.0%			
Contracted Services	3,389,986	188,962	2,296,155	502,047	591,785	67.7%			
Travel	460,957	40,256	247,547	1,665	211,744	53.7%			
Equipment	161,172	4,560	68,405	50,212	42,555	42.4%			
Utilities	1,137,600	61,181	518,495	577,635	41,470	45.6%			
Faculty Full Time	4,772,086	394,080	3,129,255	0	1,642,831	65.6%			
Faculty Overloads/Adjunct	2,018,338	193,139	1,383,506	0	634,832	68.5%			
Stipends	573,114	49,471	359,354	0	213,760	62.7%			
Administrator Salaries	2,488,500	207,702	1,638,636	0	849,864	65.8%			
Professional Technical Salaries	2,455,109	198,886	1,652,524	0	802,585	67.3%			
Classified Salaries	2,651,068	215,481	1,712,391	0	938,677	64.6%			
Part-Time Salaries	752,155	77,649	479,205	0	272,950	63.7%			
Staff Benefits	1,671,080	133,275	1,070,864	0	600,216	64.1%			

GALVESTON COLLEGE  
Fund 11 Education and General

Interfund Appropriations	5,292,159	1,917,795	3,745,523	0	1,546,636	70.8%
<b>Expenditures Total</b>	31,511,200	3,873,712	20,477,429	1,469,962	9,563,809	65.0%
<b>Excess Rev/Exp</b>	0	(2,775,226)	8,827,589			

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of April 2026**

	Budget 2026	(MTD) Actual April	(YTD) Actual 2026	Encumbrances 2026	Available 2026	% of Budget 2026
<b>State Appropriation</b>						
Academic/Technical	\$5,270,549	\$0	\$3,956,309	\$0	\$1,314,240	75.1%
Incentive	\$0	\$0	\$0	\$0	\$0	NaN
Core	\$0	\$0	\$0	\$0	\$0	NaN
Health Insurance	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total</b>	<b>\$5,270,549</b>	<b>\$0</b>	<b>\$3,956,309</b>	<b>\$0</b>	<b>\$1,314,240</b>	<b>75.1%</b>
<b>Tuition</b>						
In-District Tuition	\$1,398,600	\$126,490	\$1,587,088	\$0	(\$188,488)	113.5%
Out-of-District Tuition	\$1,225,000	\$148,826	\$1,331,365	\$0	(\$106,365)	108.7%
Non-Resident Tuition	\$451,000	\$32,193	\$541,577	\$0	(\$90,577)	120.1%
CE Workforce Training	\$94,500	\$8,250	\$181,452	\$0	(\$86,952)	192.0%
CE Workforce Info Tech	\$0	\$0	\$0	\$0	\$0	NaN
CE Workforce Health Prof	\$220,400	\$3,270	\$367,227	\$0	(\$146,827)	166.6%
CE Leisure Learning	\$80,600	\$7,205	\$113,997	\$0	(\$33,397)	141.4%
CE Childrens Programs	\$0	\$0	\$0	\$0	\$0	NaN
CE-Misc 3rd Party	\$5,000	\$1,977	\$3,330	\$0	\$1,670	66.6%
<b>Total</b>	<b>\$3,475,100</b>	<b>\$328,211</b>	<b>\$4,126,036</b>	<b>\$0</b>	<b>(\$650,936)</b>	<b>118.7%</b>
<b>Course Fees</b>						
Building Use Fee	\$1,416,000	\$143,644	\$1,560,402	\$0	(\$144,402)	110.2%
Student Service Fee	\$66,000	\$7,246	\$73,359	\$0	(\$7,359)	111.2%
General Service Fee	\$309,400	\$33,996	\$322,416	\$0	(\$13,016)	104.2%
Registration Fee	\$185,700	\$20,411	\$192,592	\$0	(\$6,892)	103.7%
Out-of-District Fee	\$558,700	\$69,072	\$659,138	\$0	(\$100,438)	118.0%

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of April 2026**

	Budget		(MTD) Actual		YTD Actual		Encumbrances		Available		% of Budget	
	2026		April	2026	2026	2026	2026	2026	2026	2026	2026	2026
Course and Lab Fees	\$390,500		\$59,586	\$457,794	\$0		(\$67,294)					117.2%
Distance Education Fees	\$240,000		\$45,080	\$381,411	\$0		(\$141,411)					158.9%
Distance Education Fees N/R	\$7,800		\$1,000	\$7,400	\$0		\$400					94.9%
Testing Fees	\$8,000		\$596	\$11,797	\$0		(\$3,797)					147.5%
Testing Fees GED	\$0		\$0	\$0	\$0		\$0					NaN
Testing Fees-Contract	\$24,000		\$6,618	\$19,117	\$0		\$4,883					79.7%
Late Registration Fees	\$5,800		\$0	\$4,600	\$0		\$1,200					79.3%
Schedule Change Fees	\$2,500		\$0	\$1,600	\$0		\$900					64.0%
Student Health Insurance Fees	\$62,200		\$9,319	\$50,243	\$0		\$11,957					80.8%
SurCharge 3peat > 27 Dev hrs	\$30,600		\$2,040	\$24,060	\$0		\$6,540					78.6%
Other Fees	\$0		\$0	\$235	\$0		(\$235)					Infinity
<b>Total</b>	<b>\$3,307,200</b>		<b>\$398,608</b>	<b>\$3,766,162</b>	<b>\$0</b>		<b>(\$458,962)</b>					<b>113.9%</b>
<b>Exemptions/Waivers</b>												
Competitive Waiver	(\$24,000)		(\$546)	(\$39,039)	\$0		\$15,039					162.7%
Foster Care	(\$28,000)		(\$2,264)	(\$40,551)	\$0		\$12,551					144.8%
Hazelwood Waiver Credit	(\$12,000)		\$0	(\$10,055)	\$0		(\$1,945)					83.8%
Hazelwood Dependant	(\$60,000)		(\$2,726)	(\$66,163)	\$0		\$6,163					110.3%
Concurrent Enrollment	\$0		\$0	\$0	\$0		\$0					NaN
Blind	(\$5,400)		(\$2,232)	(\$11,506)	\$0		\$6,106					213.1%
Fireman	(\$12,400)		\$0	(\$3,136)	\$0		(\$9,264)					25.3%
Police	(\$1,700)		\$0	\$0	\$0		(\$1,700)					0.0%
TEC 54.052	(\$102,300)		\$0	(\$4,369)	\$0		(\$97,931)					4.3%
Military Waiver	(\$13,200)		(\$1,638)	(\$8,827)	\$0		(\$4,373)					66.9%
GISD Dual Credit	(\$904,000)		(\$8,122)	(\$1,110,875)	\$0		\$206,875					122.9%

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of April 2026**

	Budget		(MTD) Actual (YTD) Actual		Encumbrances		Available		% of Budget	
	2026	April	2026	2026	2026	2026	2026	2026	2026	2026
Other	(\$3,000)	(\$637)	(\$5,642)	\$0	\$2,642	188.1%				
<b>Total</b>	<b>(\$1,166,000)</b>	<b>(\$18,165)</b>	<b>(\$1,300,164)</b>	<b>\$0</b>	<b>\$134,164</b>	<b>111.5%</b>				
<b>Local Taxes</b>										
Current Taxes	\$18,837,251	\$223,212	\$17,380,424	\$0	\$1,456,827	92.3%				
Delinquent	\$295,000	\$18,298	\$241,041	\$0	\$53,959	81.7%				
Penalty & Interest	\$190,000	\$23,804	\$170,319	\$0	\$19,681	89.6%				
Other	\$34,000	\$4,506	\$19,762	\$0	\$14,238	58.1%				
<b>Total</b>	<b>\$19,356,251</b>	<b>\$269,821</b>	<b>\$17,811,546</b>	<b>\$0</b>	<b>\$1,544,705</b>	<b>92.0%</b>				
<b>Local Revenue</b>										
Interest Income	\$1,200,000	\$119,817	\$893,461	\$0	\$306,539	74.5%				
Miscellaneous Revenue	\$10,500	\$92	\$16,507	\$0	(\$6,007)	157.2%				
Misc. Revenue-Vehicles	\$3,000	\$0	\$2,217	\$0	\$783	73.9%				
Administrative Allowance	\$5,400	\$0	\$19,841	\$0	(\$14,441)	367.4%				
Indirect Cost Recovery	\$34,900	\$0	\$660	\$0	\$34,240	1.9%				
Legal Settlements	\$0	\$0	\$0	\$0	\$0	NaN				
Insurance Reimbursements	\$0	\$0	\$0	\$0	\$0	NaN				
Donations	\$0	\$0	\$0	\$0	\$0	NaN				
Sales and Services	\$14,300	\$2,080	\$12,441	\$0	\$1,859	87.0%				
<b>Total</b>	<b>\$1,268,100</b>	<b>\$121,989</b>	<b>\$945,128</b>	<b>\$0</b>	<b>\$322,972</b>	<b>74.5%</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				

Galveston College  
Fund 11 Detail Rev\Exp  
as of the end of April 2026

	Budget 2026	(MTD) Actual (YTD) Actual		Encumbrances 2026	Available 2026	% of Budget 2026
		April	2026			
<b>Total</b>	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total Revenue</b>	\$31,511,200	\$1,100,463	\$29,305,018	\$0	\$2,206,182	93%

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of April 2026**

	Budget	(MTD) Actual	(YTD) Actual	Encumbrances	Available	% of Budget
	2026	April	2026	2026	2026	2026
<b>Exp by State Classification</b>						
<b>Instructional</b>						
Welding	\$445,071	\$39,251	\$276,322	\$52,284	\$116,465	62.1%
Biology	\$392,775	\$36,310	\$256,205	\$0	\$136,570	65.2%
Biotechnology	\$0	\$0	\$0	\$0	\$0	NaN
Chemistry	\$242,161	\$20,210	\$160,209	\$1,918	\$80,034	66.2%
Env Science	\$48,412	\$4,407	\$23,164	\$200	\$25,048	47.8%
Physics	\$122,052	\$9,760	\$77,691	\$0	\$44,361	63.7%
Accounting	\$86,844	\$5,917	\$49,887	\$0	\$36,957	57.4%
Accounting Tech	\$0	\$0	\$0	\$0	\$0	NaN
Business Admin	\$11,846	\$1,284	\$13,252	\$0	(\$1,406)	111.9%
Hosp/Tourism	\$0	\$0	\$0	\$0	\$0	NaN
Medical Office Admin	\$241,006	\$19,846	\$150,751	\$15,773	\$74,482	62.6%
Logistics Op	\$108,835	\$8,003	\$67,807	\$93	\$40,935	62.3%
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	\$97,046	\$9,895	\$67,982	\$0	\$29,064	70.1%
Comp. Science	\$37,363	\$2,351	\$26,540	\$0	\$10,823	71.0%
Comp. Tech.	\$10,133	\$0	\$0	\$0	\$10,133	0.0%
Culinary Arts	\$166,921	\$19,206	\$125,280	\$5,483	\$36,159	75.1%
Cosmetology	\$288,891	\$21,054	\$210,992	\$6,354	\$71,545	73.0%
Engineering	\$0	\$0	\$0	\$0	\$0	NaN

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of April 2026**

	Budget		(MTD) Actual		(YTD) Actual		Encumbrances		Available		% of Budget	
	2026		April	2026	2026	2026	2026	2026	2026	2026	2026	2026
Engineering Technology Dept	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NaN	NaN
Develop-Read	\$141,609	\$11,934	\$89,532	\$52,077	\$0	\$0	\$0	\$0	\$52,077	\$0	63.2%	63.2%
Develop-Write	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NaN	NaN
Develop-Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NaN	NaN
Education	\$16,096	\$2,244	\$20,317	(\$4,221)	\$0	\$0	\$0	\$0	(\$4,221)	\$0	126.2%	126.2%
English	\$337,600	\$23,516	\$231,516	\$105,760	\$324	\$324	\$324	\$324	\$105,760	\$0	68.6%	68.6%
Humanities	\$6,042	\$537	\$3,709	\$2,281	\$52	\$52	\$52	\$52	\$2,281	\$0	61.4%	61.4%
Philosophy	\$31,142	\$3,514	\$26,792	\$4,298	\$52	\$52	\$52	\$52	\$4,298	\$0	86.0%	86.0%
Foreign Lang-SPAN	\$10,170	\$0	\$3,514	\$6,656	\$0	\$0	\$0	\$0	\$6,656	\$0	34.5%	34.5%
Nursing-RN	\$984,802	\$63,040	\$554,986	\$436,069	(\$6,253)	(\$6,253)	(\$6,253)	(\$6,253)	\$436,069	\$0	56.4%	56.4%
Nursing Admin	\$194,715	\$15,690	\$126,368	\$68,257	\$90	\$90	\$90	\$90	\$68,257	\$0	64.9%	64.9%
Allied Health	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NaN	NaN
Clinical Research	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NaN	NaN
Emer Med Serv	\$333,677	\$36,811	\$198,517	\$132,537	\$2,623	\$2,623	\$2,623	\$2,623	\$132,537	\$0	59.5%	59.5%
Imaging-CT	\$158,549	\$12,143	\$98,474	\$57,293	\$2,781	\$2,781	\$2,781	\$2,781	\$57,293	\$0	62.1%	62.1%
Imaging-MRI	\$179,656	\$16,624	\$115,665	\$63,991	\$0	\$0	\$0	\$0	\$63,991	\$0	64.4%	64.4%
Imaging-Mam	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NaN	NaN
Imaging-Nuclear	\$228,406	\$18,102	\$144,037	\$82,206	\$2,164	\$2,164	\$2,164	\$2,164	\$82,206	\$0	63.1%	63.1%
Imaging-Rad Thy	\$216,712	\$15,655	\$135,377	\$78,918	\$2,418	\$2,418	\$2,418	\$2,418	\$78,918	\$0	62.5%	62.5%
Imaging-Rad Tch	\$754,492	\$63,608	\$495,914	\$257,030	\$1,548	\$1,548	\$1,548	\$1,548	\$257,030	\$0	65.7%	65.7%
Ophthalmic Asst	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NaN	NaN
Pharmacy Tech	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NaN	NaN
Phlebotomy Tech	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NaN	NaN
Sonography	\$239,943	\$18,200	\$142,166	\$97,777	\$0	\$0	\$0	\$0	\$97,777	\$0	59.2%	59.2%

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of April 2026**

	Budget		(MTD) Actual		Actual (YTD)		Encumbrances		Available		% of Budget	
	2026		April	2026	2026	2026	2026	2026	2026	2026	2026	2026
Surgical Tech	\$162,187		\$10,944	\$87,099	\$6,983	\$68,105						53.7%
Nursing-LVN	\$195,380		\$15,262	\$97,578	\$460	\$97,342						49.9%
Develop-Math	\$304,651		\$29,452	\$215,870	\$21	\$88,760						70.9%
Mathematics	\$446,023		\$36,874	\$289,974	\$0	\$156,049						65.0%
Auto Tech	\$0		\$0	\$0	\$0	\$0						NaN
HVAC Tech	\$150,032		\$16,582	\$99,999	\$2,163	\$47,870						66.7%
Industrial Sys	\$0		\$0	\$0	\$0	\$0						NaN
Electrical and Electroncis	\$143,152		\$9,848	\$76,558	\$189	\$66,406						53.5%
Instrumentation	\$130,719		\$10,483	\$84,557	\$369	\$45,793						64.7%
Fitness Center	\$152,454		\$11,384	\$91,978	\$1,822	\$58,654						60.3%
Physical Ed.	\$146,219		\$12,235	\$91,164	\$1,646	\$53,409						62.3%
CJ-Academic	\$111,718		\$7,383	\$59,020	\$0	\$52,698						52.8%
Law Enforce	\$196,411		\$14,841	\$134,023	\$4,428	\$57,960						68.2%
Economics	\$76,776		\$9,844	\$49,764	\$0	\$27,012						64.8%
Government/PS	\$117,998		\$13,141	\$96,873	\$61	\$21,064						82.1%
History/Geog.	\$141,765		\$12,425	\$94,800	\$26	\$46,939						66.9%
Psychology	\$145,781		\$17,583	\$137,802	\$0	\$7,979						94.5%
Sociology	\$40,870		\$4,786	\$36,995	\$0	\$3,875						90.5%
Art	\$150,515		\$11,183	\$96,469	\$1,898	\$52,149						64.1%
Digital Imaging	\$0		\$0	\$0	\$0	\$0						NaN
Drama / Theater	\$205,069		\$14,331	\$120,807	\$42,348	\$41,913						58.9%
Music	\$35,453		\$4,752	\$29,588	\$22	\$5,843						83.5%
Business (Bachelors)	\$126,390		\$10,649	\$75,776	\$2,029	\$48,585						60.0%
Medical Bachelors	\$137,419		\$9,772	\$95,864	\$1,921	\$39,634						69.8%

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of April 2026**

	Budget		(MTD) Actual		Actual		Encumbrances		Available		% of Budget	
	2026		April	2026	2026	2026	2026	2026	2026	2026	2026	2026
Nursing BSN	\$231,420		\$22,039	\$170,276	\$0	\$61,145						73.6%
Accreditation	\$18,025		\$0	\$11,988	\$0	\$6,037						66.5%
Accreditation QEP	\$83,563		\$3,819	\$53,820	\$3,617	\$26,125						64.4%
ATD	\$0		\$0	\$0	\$0	\$0						NaN
Faculty Dev.	\$69,500		\$7,723	\$40,060	\$0	\$29,440						57.6%
Lecture Series	\$4,250		\$6	\$20	\$0	\$4,231						0.5%
CE-Workforce	\$63,482		\$5,358	\$25,341	\$1,363	\$36,779						39.9%
CE Cisco	\$0		\$0	\$0	\$0	\$0						NaN
CE Allied Health	\$229,325		\$33,251	\$173,446	\$5,312	\$50,568						75.6%
<b>Total Instructional</b>	<b>\$10,149,514</b>		<b>\$855,062</b>	<b>\$6,530,472</b>	<b>\$164,580</b>	<b>\$3,454,462</b>						<b>64%</b>
<b>Community Service</b>												
CE Leisure Learning	\$84,515		\$8,334	\$50,340	\$17,304	\$16,871						59.6%
CE Children Programs	\$0		\$0	\$0	\$0	\$0						NaN
<b>Total Community Service</b>	<b>\$84,515</b>		<b>\$8,334</b>	<b>\$50,340</b>	<b>\$17,304</b>	<b>\$16,871</b>						<b>59.6%</b>
<b>Academic Support</b>												
Vice President of Instruction	\$325,635		\$26,541	\$210,309	\$313	\$115,012						64.6%
Arts & Sciences Administration	\$59,479		\$5,156	\$39,830	\$162	\$19,487						67.0%
Tech\Professional Ed. Administration	\$287,619		\$24,739	\$187,618	\$7,699	\$92,302						65.2%
Adult & Continuing Ed. Administration	\$264,001		\$25,039	\$173,994	\$920	\$89,087						65.9%
Distance Education Administration	\$272,024		\$19,897	\$164,250	\$207	\$107,566						60.4%
Hamshire - Fannett Administration	\$0		\$0	\$0	\$0	\$0						NaN
Grants Development	\$84,453		\$6,755	\$54,040	\$250	\$30,163						64.0%
Library & Learning Resources	\$422,500		\$25,804	\$301,684	\$1,307	\$119,509						71.4%

**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of April 2026**

	Budget		(MTD) Actual		(YTD) Actual		Encumbrances		Available		% of Budget	
	2026		April		2026		2026		2026		2026	
Media Services	\$58,662		\$4,312		\$36,894		\$0		\$21,768			62.9%
Student Success Center (Tutoring)	\$242,789		\$21,647		\$165,296		\$1,363		\$76,130			68.1%
Testing Center	\$234,032		\$19,953		\$143,203		\$3,550		\$87,278			61.2%
<b>Total For Academic Support</b>	<b>\$2,251,193</b>		<b>\$179,841</b>		<b>\$1,477,119</b>		<b>\$15,771</b>		<b>\$758,303</b>			<b>65.6%</b>
<b>Student Services</b>												
Vice President of Student Services	\$360,199		\$34,137		\$200,984		\$7,743		\$151,472			55.8%
Admissions\Records	\$630,779		\$51,833		\$401,030		\$272		\$229,477			63.6%
Campus Security	\$675,095		\$47,710		\$315,431		\$187,046		\$172,619			46.7%
Counseling	\$727,665		\$56,027		\$456,934		\$4,690		\$266,040			62.8%
Financial Aid	\$449,691		\$38,406		\$306,054		\$2,154		\$141,482			68.1%
Student Activities	\$85,410		\$5,819		\$49,974		\$652		\$34,784			58.5%
Phi Theta Kappa	\$0		\$0		\$0		\$0		\$0			NaN
<b>Total For Student Services</b>	<b>\$2,928,839</b>		<b>\$233,931</b>		<b>\$1,730,408</b>		<b>\$202,557</b>		<b>\$995,874</b>			<b>59.1%</b>
<b>Institutional Support</b>												
Board of Regents	\$86,750		\$1,432		\$20,577		\$144		\$66,029			23.7%
President	\$705,783		\$44,949		\$344,378		\$367		\$361,038			48.8%
General Institutional Expenses	\$511,612		\$28,412		\$151,090		\$9		\$360,514			29.5%
Vice President for Administration	\$276,693		\$22,967		\$180,114		\$216		\$96,364			65.1%
Business Services	\$993,702		\$58,232		\$648,860		\$2,418		\$342,424			65.3%
Human Resources & Risk Mgmt.	\$501,582		\$57,658		\$335,714		\$22,472		\$143,396			66.9%
Professional Development	\$11,600		\$0		\$4,977		\$1,348		\$5,275			42.9%
Purchasing	\$107,757		\$5,797		\$69,157		\$493		\$38,107			64.2%
Research and Planning	\$272,784		\$17,666		\$191,695		\$1,126		\$79,963			70.3%

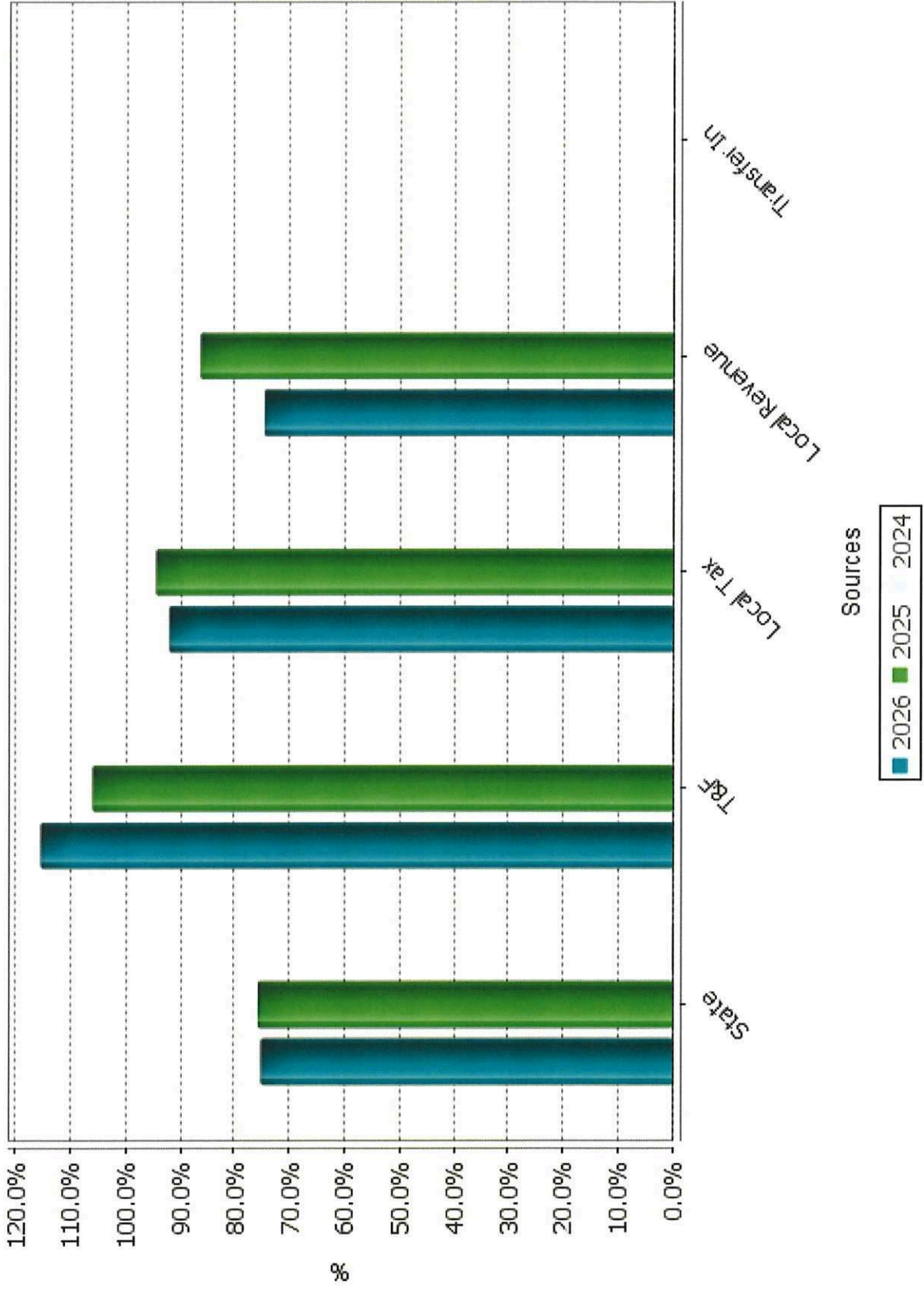
**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of April 2026**

	Budget	(MTD) Actual	(YTD) Actual	Encumbrances	Available	% of Budget
	2026	April	2026	2026	2026	2026
Information Technology	\$2,023,241	\$113,835	\$1,585,314	\$134,902	\$303,025	78.4%
Communications	\$83,217	\$3,737	\$62,368	\$9,230	\$11,618	74.9%
Vice Pres. Community Engagement	\$0	\$0	\$0	\$0	\$0	NaN
Development	\$316,873	\$22,148	\$165,358	\$508	\$151,007	52.2%
GC Foundation	\$78,651	\$6,245	\$42,832	\$212	\$35,607	54.5%
Marketing & Media	\$735,302	\$39,203	\$416,744	\$134,426	\$184,132	56.7%
<b>Total for Institutional Support</b>	<b>\$6,705,547</b>	<b>\$422,280</b>	<b>\$4,219,178</b>	<b>\$307,870</b>	<b>\$2,178,499</b>	<b>62.9%</b>
<b>Staff Benefits</b>						
Staff Benefits - State Eligible	\$14,911	\$0	\$40,384	\$0	(\$25,473)	270.8%
Staff Benefits - Non-State Eligible	\$0	\$0	\$0	\$0	\$0	NaN
GASB 67/78 TRS net	\$0	\$0	\$0	\$0	\$0	NaN
GASB 74/75 ERS net	\$0	\$0	\$0	\$0	\$0	NaN
Staff Benefits - Retirees	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total For Staff Benefits</b>	<b>\$14,911</b>	<b>\$0</b>	<b>\$40,384</b>	<b>\$0</b>	<b>(\$25,473)</b>	<b>270.8%</b>
<b>Operations and Maintenance</b>						
Plant Administration	\$1,021,187	\$7,860	\$865,819	\$0	\$155,368	84.8%
Building Maintenance	\$1,080,544	\$119,066	\$765,337	\$129,911	\$185,296	70.8%
Custodial Services	\$740,931	\$63,855	\$485,163	\$9,989	\$245,780	65.5%
Custodial Services Tech Center	\$0	\$0	\$0	\$0	\$0	NaN
Grounds Maintenance	\$101,430	\$4,760	\$49,745	\$38,685	\$13,000	49.0%
Grounds Maintenance Tech Centre	\$0	\$0	\$0	\$0	\$0	NaN
Transportation	\$27,430	\$1,463	\$11,816	\$14,891	\$723	43.1%
Utilities	\$995,000	\$49,807	\$462,808	\$497,610	\$34,583	46.5%

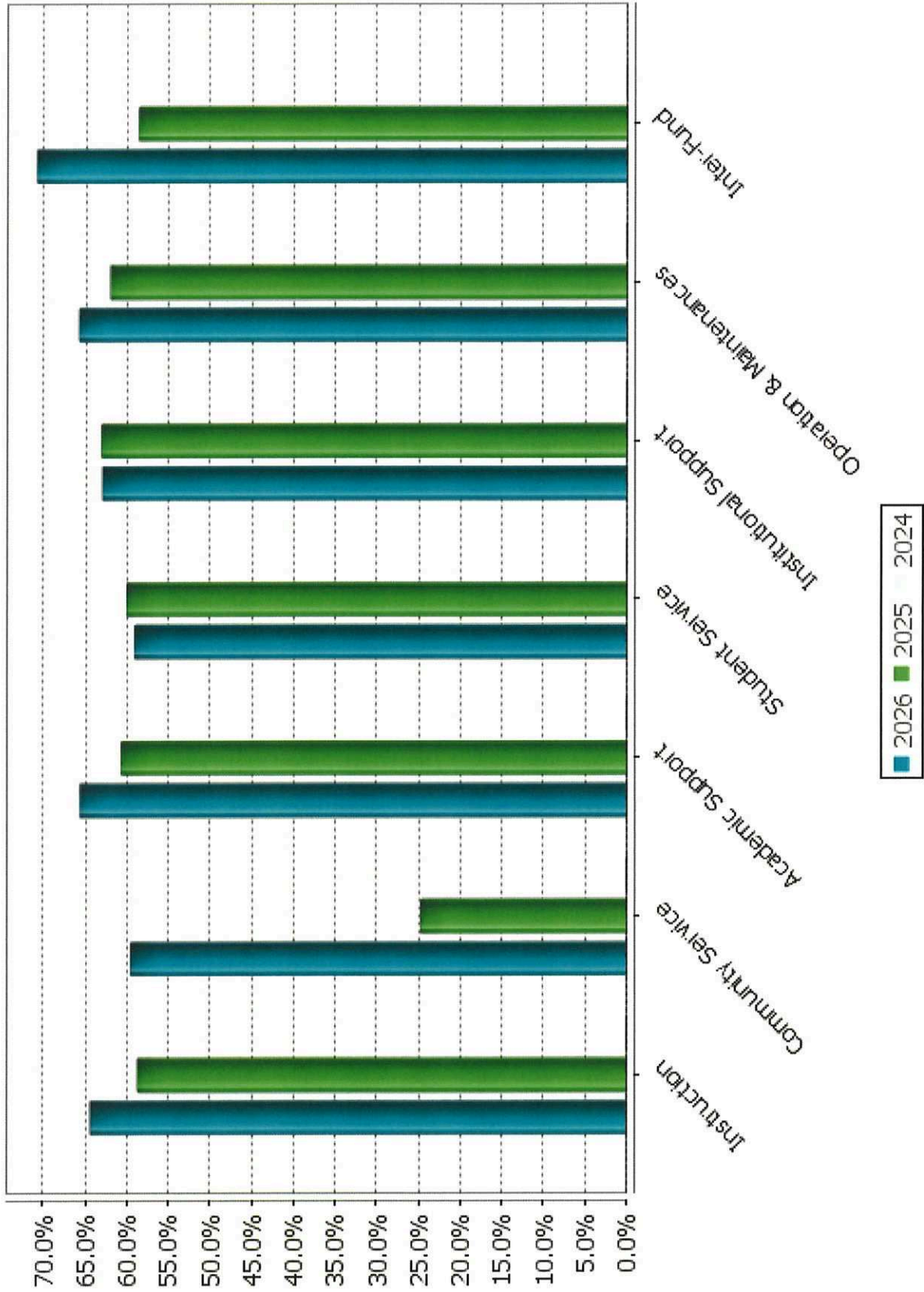
**Galveston College**  
**Fund 11 Detail Rev\Exp**  
**as of the end of April 2026**

	Budget	(MTD) Actual	(YTD) Actual	Encumbrances	Available	% of Budget
	2026	April	2026	2026	2026	2026
Utilities Tech Center	\$118,000	\$9,657	\$43,318	\$70,795	\$3,887	36.7%
<b>Total for Operations and M...</b>	<b>\$4,084,522</b>	<b>\$256,470</b>	<b>\$2,684,005</b>	<b>\$761,880</b>	<b>\$638,637</b>	<b>65.7%</b>
<b>Inter-Fund Appropriations</b>						
Transfers to Auxiliary	\$721,760	\$142,100	\$383,513	\$0	\$338,247	53.1%
Transfers to Student Activity Fund	\$66,000	\$7,246	\$73,359	\$0	(\$7,359)	111.2%
Transfer to State Eligible Ben	\$1,657,293	\$133,961	\$909,114	\$0	\$748,179	54.9%
Transfers to State Grants & Aid	\$179,806	\$0	\$183,932	\$0	(\$4,126)	102.3%
Transfers to Bond Revenue	\$1,867,300	\$1,333,400	\$1,866,800	\$0	\$500	100.0%
Transfer to Construction	\$0	\$0	\$0	\$0	\$0	NaN
Transfers to Capital Project	\$800,000	\$301,088	\$328,806	\$0	\$471,194	41.1%
Transfers to Fixed Assets	\$0	\$0	\$0	\$0	\$0	NaN
<b>Total Inter-Fund Appropriat...</b>	<b>\$5,292,159</b>	<b>\$1,917,795</b>	<b>\$3,745,523</b>	<b>\$0</b>	<b>\$1,546,636</b>	<b>70.8%</b>
<b>Expenditures Total</b>	<b>\$31,511,200</b>	<b>\$3,873,712</b>	<b>\$20,477,429</b>	<b>\$1,469,962</b>	<b>\$9,563,809</b>	<b>65.0%</b>

### 3 Year Revenue by Percentage (YTD)



Three Year Expense by Percentage (TYD)



**Auxiliary Fund**  
as of April 30, 2026

	Current year		Current year		Current year		Current year		Current year	
	Budget	(MTD) Actual	April	(YTD) Actual	Encumbr...	Remaining	% Expended	2026	2026	2026
April 30, 2026	2026									
<b>Revenue by State Classification</b>										
Inter-Fund Appropriat...	793,760	142,100		383,513	0	410,247				48%
Bookstore Commission	45,000	0		17,688	0	\$27,312				39%
Student Housing	358,585	3,625		368,411	0	(9,826)				103%
Food Service	545,445	(188)		582,336	0	(36,891)				107%
Special Event	0	0		0	0	0				NaN
Sales and Services	157,630	11,451		93,058	0	64,572				59%
<b>Total Revenue</b>	<b>1,900,420</b>	<b>156,988</b>		<b>1,445,006</b>	<b>0</b>	<b>455,414</b>				<b>76%</b>

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<b>Expenditures by Department</b>										
Student Housing	28,738	2,174		16,699	0	12,039				58%
Food Service	415,700	42,868		384,654	0	31,046				93%
Print Shop	131,296	6,155		60,954	65,878	4,464				46%
Special Event	0	0		0	0	0				NaN
Athletics General	128,014	5,957		56,114	1,650	70,250				44%
Baseball	535,119	32,863		458,781	165	76,173				86%
Softball	440,553	27,837		353,836	614	86,103				80%
General Institutional	221,000	33,402		102,684	17,964	100,352				46%
Transfer to Construction	0	0		0	0	0				NaN
<b>Expenditures Total</b>	<b>1,900,420</b>	<b>151,256</b>		<b>1,433,722</b>	<b>86,271.60</b>	<b>380,426</b>				<b>75%</b>

**Auxiliary Fund  
as of April 30, 2026**

<b>Expenditures by Type</b>							
General Operating	272,825	8,534	117,605	26,312	128,908	43%	
Contracted Services	563,496	50,660	456,235	58,158	49,103	81%	
Travel	157,804	31,945	123,821	0	33,983	78%	
Equipment	75,400	2,344	58,845	1,801	14,754	78%	
Special Event	0	0	0	0	0	NaN	
Transfer to Scholarships	25,000	25,000	25,000	0	0	100%	
Transfer to Construction	0	0	0	0	0	NaN	
Scholarships	443,254	3,534	419,721	0	23,533	95%	
Salaries & Stipends	284,143	22,949	182,901	0	101,242	64%	
Staff Benefits	78,498	6,291	49,595	0	28,903	63%	
<b>Expenditures Total</b>	<b>1,900,420</b>	<b>151,256</b>	<b>1,433,722</b>	<b>86,272</b>	<b>380,426</b>	<b>75%</b>	

**Student Service Fund**  
as of April 30, 2026

April 30, 2026	Current year		Current year		Current ...		Current ...		Current year	
	Budget	(MTD) Actual	April	(YTD) Act...	Encumbr...	2026	Remaining	2026	% Expended	2026
	66,000	7,246	73,359	0	0	(7,359)			111%	
Fund Balance Transfer	0	0	0	0	0	0			NaN	
<b>Total Revenue</b>	<b>\$66,000</b>	<b>\$7,246</b>	<b>\$73,359</b>	<b>\$0</b>	<b>(\$7,359)</b>				<b>111%</b>	

**Revenue by State Classification**

Interfund Appropriations	66,000	7,246	73,359	0	0	(7,359)			111%	
Fund Balance Transfer	0	0	0	0	0	0			NaN	
<b>Total Revenue</b>	<b>\$66,000</b>	<b>\$7,246</b>	<b>\$73,359</b>	<b>\$0</b>	<b>(\$7,359)</b>				<b>111%</b>	

**Expenditures by Department**

Student Activities	27,825	2,114	18,126	2,578	7,121	65%
Student Ambassador	16,355	3,950	13,176	313	2,866	81%
Student Government	19,220	367	17,807	605	808	93%
Phi Theta Kappa	2,600	0	0	0	2,600	0%
<b>Expenditures Total</b>	<b>66,000</b>	<b>6,431</b>	<b>49,108</b>	<b>3,496</b>	<b>13,396</b>	<b>74%</b>

**Expenditures by Type**

General Operating	42,900	2,481	36,108	3,496	3,296	84%
Contracted Services	0	0	0	0	0	NaN
Travel	9,100	0	0	0	9,100	0%
Equipment	0	0	0	0	0	NaN
Scholarships	0	0	0	0	0	NaN
Salaries & Stipends	14,000	3,950	13,000	0	1,000	93%
Staff Benefits	0	0	0	0	0	NaN
<b>Expenditures Total</b>	<b>66,000</b>	<b>6,431</b>	<b>49,108</b>	<b>3,496</b>	<b>13,396</b>	<b>74%</b>

**GALVESTON COLLEGE**  
**Construction\Capital Project fund**  
**as of April 30, 2026**

April 30, 2026	Current year Budget (MTD) Actual 2026	Current year Actual April	Current year (YTD) Actual 2026	Current year Encumbrances 2026	Current year Remaining 2026
<b>Fund 71</b>					
<b>Revenue 2025</b>					
Fund Balance Transfer	7,958,000	0	0	0	7,958,000
<b>Total Revenue</b>	<b>7,958,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,958,000</b>
<b>Expenditures</b>					
<b>Softball Field</b>					
Softball Field-Construction	1,500,000	0	0	0	1,500,000
Softball Field- Architectural and Engineering Fees	150,000	0	0	0	150,000
<b>Expenditures Total</b>	<b>1,650,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,650,000</b>
<b>Student Housing</b>					
Facility Construction	4,320,000	0	42,493	0	4,277,507
Equipment	150,000	0	0	0	150,000
Furniture	150,000	0	0	105,212	44,788
Contingency	450,000	0	0	0	450,000
Architectural & Engineering Fees	150,000	0	21,728	0	128,272
<b>Expenditures Total</b>	<b>5,220,000</b>	<b>0</b>	<b>64,221</b>	<b>105,212</b>	<b>5,050,567</b>
<b>HVAC Campus Upgrades</b>					
Chiller and HVAC upgrade	638,000	352,150	375,091	171,759	91,150
<b>Expenditures Total</b>	<b>638,000</b>	<b>352,150</b>	<b>375,091</b>	<b>171,759</b>	<b>91,150</b>
<b>Future Expansion</b>					
Land\Bldg Acquisition	450,000	13,535	652,456	0	(202,456)

**GALVESTON COLLEGE**  
**Construction\Capital Project fund**  
**as of April 30, 2026**

April 30, 2026	Current year Budget (MTD) Actual 2026	Current year Actual April	Current year (YTD) Actual 2026	Current year Encumbrances 2026	Current year Remaining 2026
<b>Projects Grand Total</b>	7,958,000	365,685	1,091,768	276,971	6,589,261

**GALVESTON COLLEGE**  
**Construction\Capital Project fund**  
**as of April 30, 2026**

	Current year	Current year	Current year	Current year	Current year	Current year
	Budget	(MTD) Actual	(YTD) Actual	Encumbrances	Remaining	
April 30, 2026	2026	April	2026	2026	2026	2026

**Nursing Health Sciences Building**

<b>Revenue</b>						
Bond Proceeds	1,991,585	0	0	0	0	1,991,585
Transfer Bond Reserve interest	131,348	0	0	0	0	131,348
<b>Total Revenue</b>	<b>2,122,933</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,122,933</b>

**Expenditures**

Contingency-Owner	445,106	0	0	0	0	445,106
Furniture\Equip- Capital	0	0	0	(6,500)	0	6,500
Facility Construction	1,639,112	0	0	0	0	1,639,112
Archt and Engr Fees	38,715	0	0	0	0	38,715
<b>Expenditures Total</b>	<b>2,122,933</b>	<b>0</b>	<b>0</b>	<b>(6,500)</b>	<b>0</b>	<b>2,129,433</b>

<b>Fund Revenue Total</b>	<b>10,080,933</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,080,933</b>
<b>Fund Expenditures Total</b>	<b>10,080,933</b>	<b>365,685</b>	<b>1,091,768</b>	<b>270,471</b>	<b>8,718,694</b>	<b>8,718,694</b>
<b>Fund 71 total</b>	<b>0</b>	<b>(365,685)</b>	<b>(1,091,768)</b>	<b>(270,471)</b>	<b>1,362,239</b>	<b>1,362,239</b>

**GALVESTON COLLEGE**  
**Construction\Capital Project fund**  
**as of April 30, 2026**

	Current year Budget 2026	Current year (MTD) Actual April	Current year (YTD) Actual 2026	Current year Encumbrances 2026	Current year Remaining 2026
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**Capital Projects Fund 72**

	Revenue				
Inkinds Service pay off PTK	150,000	0	0	0	150,000
Transfer from Fund 11	800,000	301,088	328,806	0	471,194
<b>Total Revenue</b>	<b>950,000</b>	<b>301,088</b>	<b>328,806</b>	<b>0</b>	<b>621,194</b>

**Instruction Expenditures**

IT\Media Equipment\upgrades	223,134	64,059	126,424	94,152	2,558
Physic Lab Furniture	14,900	0	0	14,898	2
Medical Admin- Equipment	10,000	6,346	6,346	0	3,654
Culinary Arts- Equipment	30,000	0	24,704	4,000	1,296
Cosmetology- Equipment\Services	13,500	0	0	8,937	4,563
HVAC- Equipment	8,000	0	0	4,594	3,406
Physical Ed\Fitness Center- Equipment	13,750	0	10,820	1,600	1,330
Art- Equipment	11,000	4,991	4,991	5,000	1,009
Drama- Equipment	8,000	0	0	0	8,000
Security/Lockdown- Equipment	30,000	0	0	0	30,000
<b>Expenditures Total</b>	<b>362,284</b>	<b>75,396</b>	<b>173,286</b>	<b>133,181</b>	<b>55,818</b>

**GALVESTON COLLEGE**  
**Construction\Capital Project fund**  
**as of April 30, 2026**

	Current year	Current year	Current year	Current year	Current year	Current year
	Budget (MTD) 2026	Actual April	(YTD) Actual 2026	Encumbrances 2026	Remaining 2026	

April 30, 2026

**Facilities Expenditures**

Master Plan- Architectural and Eng Fees	150,000	0	0	0	0	150,000
Equipment ( Culinry Dinning, Blinds, Welding Shop, Cosmetology Ventilations, Electrical Lab )	293,500	119,561	187,851	104,287	1,362	
<b>Expenditures Total</b>	<b>443,500</b>	<b>119,561</b>	<b>187,851</b>	<b>104,287</b>	<b>151,362</b>	

**Athletic\Student Life Expenditures**

Baseball Rework Home Plate- Equipment	28,000	0	28,000	0	0	
Softball Scoreboard and Fencing- Equipment	65,116	0	65,080	0	36	
E-Sports- Equipment	30,000	18,643	20,143	8,850	1,008	
Virtual Reality- Equipment	21,100	4,446	4,446	0	16,654	
<b>Expenditures Total</b>	<b>144,216</b>	<b>23,089</b>	<b>117,669</b>	<b>8,850</b>	<b>17,697</b>	

<b>Fund Revenue Total</b>	950,000	301,088	328,806	0	621,194
<b>Fund Expenditures Total</b>	950,000	218,045	478,806	246,317	224,877
<b>Fund 72 Total</b>	0	83,042	(150,000)	(246,317)	396,317



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:

	<u>Consent Agenda</u>	<u>President Recommended Separate Action</u>	<u>Board Separate Action</u>	<u>Page #</u> _____
#1 – Consider Approval of Facilities Committee Recommendation Regarding the Health Sciences Education Center (HSEC) Project Including, but not Limited to Contemplated Litigation	_____	_____ ✓	_____	_____ 51
#2 – Consider Approval of Facilities Committee Recommendation Regarding the Purchase of Real Property	_____	_____ ✓	_____	_____ 52
#3 – Consider Approval of Facilities Committee Recommendation Regarding the Proposal from OPS Inc. Security Services for Campus Security Services	_____	_____ ✓	_____	_____ 53
#4 – Consider Approval of Facilities Committee Recommendation Regarding the Design (Architectural & Engineering) Proposal from Creole Designs for Student Housing Along 41st Street	_____	_____ ✓	_____	_____ 60
#5 – Consider Approval of Instructional Agreements for Dual Credit Classes for Academic Year 2026-27 Including Addendums	_____	_____	_____	_____ 63
#6 – Consider Approval of Continuing Education Occupational Skills Award (OSA) Certificate in Shipfitter Helper Fabrication	_____	_____ ✓	_____	_____ 166
#7 – Consider Approval of Proposal to Purchase Laptop Computers and Laptop Charging Cart for Engineering Technology	_____	_____	_____	_____ 167

	<u>Consent Agenda</u>	<u>President Recommended Separate Action</u>	<u>Board Separate Action</u>	<u>Page #</u>
<b>#8</b> – Consider Approval of Proposal to Purchase Networking Equipment and Video Surveillance Cameras for New Student Residence Halls and Garage Apartments				<u>168</u>
<b>#9</b> – Consider Approval to Purchase Two File Cabinets and an Office Chair for the Business Office				<u>169</u>
<b>#10</b> – Consider Approval of Senate Bill 17 (2023 Legislative Session) Compliance Reporting Certification Form for FY2026				<u>170</u>
<b>#11</b> – Consider Approval of FY 2027 Budget and 2026 Tax Rate Planning Calendar		✓		<u>174</u>
<b>#12</b> – Consider Adoption of Local Policies CDB and CDB Regulation				<u>176</u>
<b>#13</b> – Consider Approval of Contract Extension for Professional Landscaping Services				<u>189</u>
<b>#14</b> – Consider Approval of Proposal to Install New Dugouts at Carter Field				<u>190</u>
<b>#15</b> - Consider Approval of Proposal for Moody Gardens Hotel Room and Catering Contract for the 2027 Women In Industry Conference				<u>193</u>
<b>#16</b> - Consider Approval of Faculty Change in Rank				<u>199</u>
<b>#17</b> - Consider Appointment of New President and Approval of Contract		✓		<u>201</u>

Consider Approval of Facilities Committee Recommendation Regarding the Health Sciences Education Center (HSEC) Project Including, but not Limited to Contemplated Litigation

The Board Facilities Committee was scheduled to meet prior to the May 13, 2026 Regular Meeting of the Board of Regents to consider a recommendation to the Board regarding Health Sciences Education Center (HSEC) Project.

Mr. Michael B. Hughes, Facilities Committee Chairperson, will provide the Committee's recommendation for Board consideration.

Consider Approval of Facilities Committee Recommendation Regarding the Purchase of Real Property

The Board Facilities Committee was scheduled to meet prior to the May 13, 2026, Regular Meeting of the Board of Regents to consider a recommendation to the Board regarding the purchase of real property.

Mr. Michael B. Hughes, Facilities Committee Chairperson, will provide the Committee's recommendation for Board consideration.

Consider Approval of Facilities Committee Recommendation Regarding the Proposal from OPS Inc. Security Service for Campus Security Services

Prior to the Regular Board Meeting, the Board Facilities Committee met and considered a proposal for campus security services. Since September of 2025, OPS Inc. Security Services 8200 Wednesbury Ln, Suite 330A, Houston, Texas (Buy Board Contract 768-25) has stationed armed guards at the College to provide a visible deterrent against crime, and protection for faculty, staff and students. The current contract with OPS Inc. Security Services is approved on a month-to-month basis.

Staff is requesting Board approval to allow President Myles Shelton to execute a new contract with OPS Inc. Security Services that would have a term ending on August 31, 2027, at which time another request would be brought to the board for consideration.

The estimated cost will be \$298,355.20. The source of funding will be the Education and General Fund.

Mr. Michael B. Hughes, Facilities Committee Chairperson, will provide the Committee's recommendation for Board consideration.



**OPS**

OPS INC. SECURITY SERVICES

**SECURITY SERVICES**  
**SAFETY FIRST**

**OPS INC Security Services**  
**Security Services Agreement**

This Security Services Agreement (the "Agreement") is made and entered into as of June 11, 2026, by and between OPS INC Security Services, a domestic business corporation licensed by the Texas Department of State, Division of Licensing Services, as Watch-Guard and Patrol Agency, having its principal business at 8200 Wednesbury Ln, Suite 330A Houston, TX 77074, ("OPS Inc."), and Galveston College with the job location at 4015 Avenue Q, Galveston, TX 77550 ("Client").

WHEREAS, Client wishes to engage OPS Inc. in accordance with the provisions of this Agreement to perform Security Services as defined and detailed further below.

WHEREAS, according to Texas Occupations Code Title 10 Section 1702.108, A person acts as a guard company for the purposes of this chapter if the person engages in the business of or undertakes to provide a private watchman, guard, or street patrol service on a contractual basis for another person to: (1) prevent entry, larceny, vandalism, abuse, fire, or trespass on private property; (2) prevent, observe, or detect unauthorized activity on private property; (3) control, regulate, or direct the movement of the public, whether by vehicle or otherwise, only to the extent and for the time directly and specifically required to ensure the protection of property; (4) protect an individual from bodily harm including through the use of a personal protection officer; or (5) perform a function similar to a function listed in this section.

WHEREAS, OPS Inc. will provide specified security services in a specified geographical location for Client (hereinafter referred to as "Specified Security Services" and further defined in Clause 1: "Scope of Services") in exchange for good and valuable consideration, the sufficiency of which is hereby acknowledged and detailed below,

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and intending to be legally bound, the parties hereto agree as follows:

- 1. Scope of Services:** OPS Inc. agrees to only provide the Specified Security Services for the Client as laid out in Exhibit A of this Agreement and no other services. Exhibit A is incorporated here by reference ("Specified Security Services").
- 2. Term:** This Agreement shall commence on September 1, 2026, and shall continue until TBD, unless otherwise terminated as provided in this Agreement.
- 3. Payment:** Initial payment shall be made in advance of any Specified Security Services. Every subsequent payment shall be made NET 10 following the initial payment, to the address set forth below, or as otherwise specified in writing by OPS Inc. Client specifically understands and acknowledges that failure to make timely payment may

subject Client to a 10% additional payment penalty per month for any payment(s) in arrears, termination of this agreement by OPS Inc., and the forwarding of any unpaid invoices to a third-party collections agency.

- 4. Termination:** Either party may terminate this Agreement upon thirty (30) days written notice to the other party. In the event of termination, OPS Inc. shall be entitled to payment for services performed through the date of termination.

If Client fails to make timely payment to OPS Inc. pursuant to this Agreement, OPS Inc. reserves the right to terminate this Agreement upon three (3) days written notice to Client.

Client specifically understands that if anything regarding this Agreement, including but not limited to the Specified Security Services, is deemed to be more risky, dangerous, or requires additional resources by OPS Inc., to be determined in OPS Inc.'s sole discretion, then OPS Inc. reserves the right to immediately terminate this Agreement upon written notice to Client.

- 5. Warranties and Representations:** OPS Inc. represents and warrants that it has the right to enter into this Agreement and to provide the Specified Security Services set forth in this Agreement. Client represents and warrants that it has the right to occupy and use the Premises, and that the Premises will be used in a lawful manner.

Client further represents and warrants that it has hired OPS Inc. to perform the Specified Security Services only and Client will abide by OPS Inc. judgment, in OPS Inc. sole discretion, if additional guards or safety precautions are needed for the proper execution of Specified Security Services, all at Client's additional expense. Client specifically understands that failure to abide by OPS Inc.'s judgment may result in immediate termination of this Agreement pursuant to Paragraph 4 of this Agreement.

- 6. Indemnification:** To the extent allowed by law, Client shall indemnify, defend and hold harmless OPS Inc., its officers, directors, employees, agents, heirs and assigns from and against any and all claims, demands, losses, damages, costs, and expenses (including attorney's fees) arising out of or in connection with the Client's use and occupancy of the Premises, except to the extent such claims, demands, losses, damages, costs, and expenses are caused by the gross negligence or intentional misconduct of OPS Inc., its officers, directors, employees, agents or assigns.

- 7. Limited Liability:** Client agrees that in no event shall OPS Inc., its directors, officers, employees, heirs or assigns, agents or affiliates, be liable for any indirect, special, incidental, consequential, punitive, or exemplary damages, including without limitation, property damage, damages for loss of profits, or business interruption, even if advised of the possibility of such damages.

- 8. Changes to Agreement:** Any changes to this Agreement shall only be validated by written amendments to this Agreement and signed by all the parties and duly witnessed and dated in a like manner to the below.

**9. Confidentiality:** "Confidential Information" means any and all information, regardless of the form or medium, that is disclosed or made available by OPS Inc. to Client and which is not generally known to the public, including but not limited to, trade secrets and any personal information related to OPS Inc., its owners, employees, and independent contractors. Client agrees that it will not, without the prior written consent of OPS Inc., directly or indirectly, use, disclose, or permit the use or disclosure of any Confidential Information. Client agrees to take all reasonable measures to protect the confidentiality of the Confidential Information. Client acknowledges that any breach of this confidentiality clause may cause irreparable harm to OPS Inc. and that monetary damages may not be sufficient to remedy such harm. Accordingly, OPS Inc. may be entitled to seek injunctive relief or other equitable remedies, in addition to any other rights or remedies available at law.

**10. No Assignability:** Client shall not assign or transfer any of its rights or obligations under this Agreement, in whole or in part, without the prior written consent of OPS Inc., which consent may be withheld in OPS Inc.'s sole discretion. Any attempted assignment or transfer in violation of this provision shall be null and void. OPS Inc. may assign this Agreement, in whole or in part, to any person or entity without the prior written consent of the Client.

**11. No Obligation:** OPS Inc. is under no obligation, express or implied, to provide any security services beyond the Specified Security Services specifically set forth in this Agreement. OPS Inc. shall not be liable for any losses, damages, or claims arising from any failure to provide security services beyond the Specified Security Services in this Agreement, or for any delays, interruptions, or other problems that may arise in connection with the provision of such services. The Client acknowledges and agrees that it is solely responsible for assessing and managing its own security risks and for taking any necessary measures to mitigate such risks.

Nothing in this Agreement shall be construed to suggest that OPS Inc., its employees, agents, or security guards are compelled, required, contracted, or willing to protect the life, lives, and/or property of persons unless specifically listed in Exhibit A of this Agreement.

**12. Force Majeure:** In the event OPS Inc. is unable to perform its obligations under the terms of this Agreement because of acts of God, strikes, natural disasters, pandemic, epidemic, or other causes reasonably beyond OPS Inc.'s control, OPS Inc. shall not be liable for damages to Client for any damages resulting from such failure to perform or otherwise from such causes.

**13. Texas Law; Arbitration:** This Agreement shall be governed and construed under the applicable laws of the State of Texas. The parties hereto agree that any claim

of violation of this Agreement or arising out of or related to this Agreement shall be resolved finally through binding arbitration before a neutral, mutually selected arbitrator, pursuant to the procedural rules of the American Arbitration Association. The prevailing party in any such dispute shall be entitled to an award of fees and costs, including attorneys' fees, as well as all other available forms of monetary relief or damages, limited to those not strictly prohibited by this Agreement.

**14. Severability:** Any paragraph/provision under this Agreement determined to be void or illegal under applicable law of the State of Texas shall be deemed severable, and all other provisions of this Agreement shall remain in full force and effect.

**15. Binding Effect:** This Agreement and all provisions herein shall bind the parties hereto and their respective trustee(s), heir(s), successor(s), executor(s), administrator(s), assign(s), and legal representative(s) for as long as this Agreement lasts (refer to Paragraphs 2 & 4 related to "Term" & "Termination").

**16. Titles and Headings:** Titles and headings contained in this Agreement are for convenience only and shall not affect the construction of any provision of this Agreement.

**17. No Force or Duress:** Client confirms and acknowledges that it agrees to all terms of this Agreement and Client's decision to agree to the terms of this Agreement has been made knowingly and voluntarily, and in the absence of force or duress.

**18. Complete Understanding of the Agreement by Client:** Client hereby specifically acknowledges that it has read this Agreement in its entirety, has understood this Agreement in its entirety, and has been advised to seek the advice of independent legal counsel in the review and signing of this Agreement.

**19. Digital Signature will Suffice.** The parties agree that this Agreement may be executed and delivered by electronic signatures and that the signatures appearing on this Agreement are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.

**20. Entire Agreement.** This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, understandings, and agreements between the parties, whether written or oral, relating to the subject matter of this Agreement.

\_\_\_\_\_  
Client's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
OPS Inc.  
Authorized Signatory

\_\_\_\_\_  
Date

**EXHIBIT A (Specified Security Services)**

<b>Job Location:</b>	4015 Avenue Q, Galveston, TX 77550 7626 Broadway, Galveston TX, 77554
<b>Dates/Times:</b>	4 armed for 4-8 weeks and as needed throughout the academic year (Academic calendar schedule: September 1, 2026, to August 31, 2027)  5 days a week, Monday to Friday 7am to 3pm (8hrs.) – 2 guards 3pm to 11pm (8hrs) – 2 guards  Coverage during various holidays such as but not limited to: Thanksgiving, Christmas, and Spring Break
<b>Location Contact:</b>	Van Patterson
<b>Contact Telephone:</b>	<a href="mailto:Vpatterson@gc.edu">Vpatterson@gc.edu</a> (409) 944-1205
<b>Payment Terms:</b>	Zelle; Wire Transfer (Strictly NET 10)
<b>Rate (U.S. Dollars):</b>	Hourly Rate: \$35.86 Total Hours per Day: 32 hours (4 guards × 8 hours) Daily Rate: \$1,147.52 Weekly Rate: \$5,737.60
<b>Uniform:</b>	Provided
<b>Guard Details:</b>	Armed Guard
<b>Job Details:</b>	Security guard will provide a visible deterrent for crimes against the client’s protection and property.

Consider Approval of Facilities Committee Recommendation Regarding the Design (Architectural & Engineering Services) Proposal for Student Housing Along 41<sup>st</sup> Street

Prior to the Regular Board Meeting, the Board Facilities Committee considered a contract with Creole Designs, 505 Merrill Street, Houston, TX 77009, for Architectural and Engineering Services for the proposed new student housing, and to authorize the President to execute the contract. The scope of work will include site plans, floor plans exterior elevations, roof plan, widow and door schedules, electrical plans, interior details, wall sections, cross sections and an exterior detail sheet. If approved, the total cost of the proposal is \$58,720, and the funding source will be institutional funds. A breakdown of the cost is included in the table below.

Mr. Michael B. Hughes, Facilities Committee Chairperson, will provide the Committee’s recommendation for Board consideration.

**Cost Summary**

Architectural Drawings	\$33,577
Structural Drawings	\$13,143
MEP Drawings	\$12,000
<b>Total</b>	<b>\$58,720</b>



## DESIGN AGREEMENT

April 8, 2026

**Dr. Myles Shelton - President**  
**Galveston College**  
**4015 Avenue Q**  
**Galveston, TX 77550**

Re: student housing – design proposal – 2105, 2223 and 2203 41<sup>st</sup> Street, Galveston, Texas 77550

Dear Dr. Shelton,

Thank you for contacting Creole Design regarding the design of new student housing at 2105, 2223 and 2203 41<sup>st</sup> Street. I would like to submit the following proposal:

❖ **Architectural drawings:**

- Custom units:
  - 2 story unit - approximately 1,904 sq.ft. @ \$6.50/sq.ft. based on the framed area - \$12,376.00
  - 3<sup>rd</sup> floor option – approximately 954 sq.ft. @ \$6.50/sq.ft. - \$6,201.00
  - 6 repeats @ \$2,500/repeat - \$15,000

Approximate total amount due for architectural drawings: \$33,577.00

The scope of our work will be as follows:

- architectural drawings:
  - Site plan
  - Floor plans
  - Exterior elevations
  - Roof plan
  - Window and door schedules
  - Electrical plans
  - Interior details
  - Wall sections
  - Cross sections
  - Exterior detail sheet

Any revisions to the drawings after the floor plans are approved by the Client will be charged at \$200.00/hour for Principal's time, and at \$110.00/hour for AutoCAD work.

Client will receive 2 sets of final prints. Additional sets of plans requested by the client will be billed according to the size and number of pages.

505 MERRILL ST., HOUSTON, TX 77009  
713 880-3158 FAX: 713 880-4416

Invoicing and Payment:

- 25% deposit (\$8,394.25) due upon execution of this agreement
- 25% due upon completion of the floor plans
- 25% due upon completion of the elevations
- Balance due when the drawings are ready to be submitted for engineering

❖ **Structural drawings** (by others) –

- 2 story unit: 1,904 sq.ft. @ \$1.50/sq.ft. - \$2,856.00
- 3 story unit: 2,858 sq.ft @ \$1.50/sq.ft. - \$4,287.00
- 6 repeats @ \$1,000/repeat - \$6,000.00
- Estimated total \$13,143.00

❖ **MEP drawings** (by others) – estimated price \$12,000 – based on 4- 2 story units and 4 – 3 story units

Price does not include ADA plans and permits, civil plans (drainage), City of Galveston permit fees and permitting.

No representations and warranties are made as to conformity with covenants, deed restrictions, or other possible legal restrictions affecting Client's property.

The drawings, including, but not limited to, plans, details, specifications, renderings, and marketing plans shall remain the exclusive property of Creole Design, LLC. Client's right to use of same is conditioned and limited to a one-time use to construct per the description and location of the project in the proposal. It is further understood by client that if client uses the same or similar plans at another location, without prior written consent of Creole Design, LLC and compensation to Creole Design, LLC then we will consider this a violation of Creole Design, LLC ownership and subject to legal action.

If these terms are acceptable to you, please sign where indicated below and return the signed proposal to our office.

Sincerely,



Sam Gianukos  
Creole Design, LLC

Accepted: \_\_\_\_\_  
Dr. Myles Shelton

Date: \_\_\_\_\_

Consider Approval of Instructional Agreements for Dual Credit Classes for Academic Year 2026-27 Including Addendums

Staff is seeking Board approval of the following agreements between Galveston College and:

- A. Galveston Independent School District
- B. O’Connell College Preparatory School
- C. Odyssey Academy
- D. Upward Hope Academy
- E. Hamshire-Fannett Independent School District
- F. Dickinson Independent School District

These agreements facilitate dual credit enrollment of college courses offered for the immediate award of high school credit and award of college credit toward an associate degree or credit certificate and the early admissions option for eligible students.

The effective date of each agreement is contingent upon the approval of the Board of Regents and the governing body of each entity and shall be for the 2026-27 academic year.

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Sec. 54.216. STUDENTS ENROLLED IN COURSE FOR CONCURRENT HIGH SCHOOL AND COLLEGE-LEVEL CREDIT; OPTIONAL WAIVER. The governing board of an institution of higher education may waive all or part of the tuition and fees charged by the institution for a student enrolled in a course for which the student is entitled to simultaneously receive both:

- (1) course credit toward the student’s high school academic requirements;  
and
- (2) course credit toward a degree offered by the institution.

Added by Acts, 2003, 78<sup>th</sup> Leg., ch. 812, Sec. 1, eff. June 20, 2003.

Amended by Acts, 2011, 82<sup>nd</sup> Leg., R.S., Ch. 359 (S.B. 32), Sec. 1, eff. January 1, 2012.



**Galveston  
College**

**DUAL CREDIT**

## **INSTRUCTIONAL AGREEMENT**

**Galveston College**

**and**

**Galveston Independent School District**

**ACADEMIC YEAR**

**2026-2027**

## INSTRUCTIONAL AGREEMENT

Galveston College (herein as the "College") and Galveston Independent School District, (herein as "GISD") enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2026-2027**.

### **I. PURPOSE**

Galveston College and the Galveston Independent School District support and believe in a partnership that will provide opportunities for qualified high school students to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, the College agrees to provide college-level instruction for GISD. Further, the College and GISD agree that it is the responsibility of the College to grant college credit, and it is the responsibility of GISD to grant high school credit.

### **II. DUAL CREDIT PROGRAM GOALS**

According to Texas HB 1638, the College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent school districts and institutions, the College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

### **III. STUDENT ELIGIBILITY REQUIREMENTS**

Students enrolled at GISD may be eligible to participate in dual credit classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an associate degree may be admitted if the student:
  - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), or as per the [Texas Administrative Code Rule §4.86](#)
    - a1. The college may enroll students who have not met this eligibility in MATH 1332 which can be used as a College Connect Course, or as per the [Texas Administrative Code Rule §4.344](#)
    - a2. Students may enroll as non-degree seeking and be allowed to take standard academic classes on their first semester up to 14 credit hours on a case-by-case basis.
  - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
  - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
  - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
3. To be eligible for enrollment in a dual credit course offered by the College, a student must meet all the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.,).
4. In the case of certain emergencies such as hurricanes, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and GISD will employ holistic advising to ensure proper student eligibility.

### **IV. LOCATION AND STUDENT COMPOSITION OF CLASSES**

1. Dual Credit courses may be taught on the College campus, online, or on the high school campus. Dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus instruction, as promulgated by the THECB.

2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit only and partly of students enrolled for AP, and/or college credit, may be allowed under one of the following conditions:
  - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course.
  - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
  - c. If the course is a career and technology/college workforce course and high school credit-only students can earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Dual Credit classes regardless of location will follow the approved College calendar.

## **V. FACULTY SELECTION, SUPERVISION, AND EVALUATION**

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by College Policy and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
3. Instructors teaching courses which result in the award of college credit will be employed faculty members of the College and will be subject to the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College.
4. All instructors' applications for employment and official transcripts from each college or university attended will be kept on file at the College.

5. The College and GISD agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and GISD personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

## **VI. ELIGIBLE COURSES**

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOSC or POSC. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.
2. Remedial and developmental courses may not be offered for dual credit courses and are not eligible courses under this agreement.
3. A course equivalency crosswalk of academic and workforce dual credit courses and high school classes are included in Appendix A and B.

## **VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.
2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Course materials including textbooks or electronic textbooks (Inclusive Access material) should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the instructional materials must be approved in advance by the appropriate instructional department of the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Courses that offer Inclusive Access will need to be accepted by the student to guarantee access to course materials.
5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the

appropriate course syllabus. Faculty teaching dual credit courses will report a general scale mid-term letter grade and final grade as required by college policy and as outlined in the syllabus to the College and will report a numeric grade to GISD which is responsible for recording the numeric grade in accordance with their established policies and guidelines.

6. The College and GISD agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and GISD will collaborate on ways to ensure that all Dual Credit students are provided with the means to succeed.
7. Faculty, who are responsible for teaching dual credit enrollment classes, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or GISD. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

## **VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES**

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.
2. Student Services
  - a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
  - b. GISD agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. GISD further agrees to provide official high school transcripts, test scores, and certifications that may be required by the College during the admission and registration process.
  - c. The College and GISD agree to work together to plan and to try to schedule dual credit enrollment classes a semester in advance of offering the course(s).

### 3. Learning Resources

- a. The College agrees to grant GISD students enrolled in college courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, Galveston College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. GISD agrees to allow those students currently enrolled in college courses, within the GISD's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and GISD agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistent with their policies and procedures to ensure that the past due books and/or materials are returned in an expedient manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.
- e. To be eligible for these privileges at the College a student must present proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

### **IX. TRANSCRIPTING OF CREDIT**

1. For workforce and academic dual credit courses, which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.
2. For workforce and dual credit courses which may result in high school-level credit, GISD will transcript all course work in accordance with the district's normal policies and procedures immediately following the end date of the course. Further, GISD agrees to make available in the same manner as it does to its other students an official high school transcript that may be sent to other schools, colleges, or locations, as the student so designates.

## X. FUNDING

### 1. College Tuition and Fees.

- a. The college agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
- b. GISD agrees to pay for the cost of tuition, fees, and instructional materials, or indicate prior to the Census date of the enrolled term to the College who is responsible for tuition, fees, instructional materials, and required student supply items.
- c. The College and GISD agree to collaborate to submit applications for the Financial Aid for Swift Transfer (FAST) scholarships for all qualified students.
- d. GISD will provide student TSDS ID# for all enrolled dual credit students in a timely manner to determine student FAST scholarship qualifications based on TEA and THECB shared reports for eligible students.
- e. GISD agrees to settle all accounts receivables with the College within 30 days of the billing date. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.

### 2. Drops and Withdrawals - Tuition and Fee Refunds.

- a. If for any reason it becomes necessary for a student who has registered for a college class to withdraw or drop the class, the College and GISD agree that it is the responsibility of the student to officially withdraw or drop the college course.
- b. A student may add or drop a course prior to the official census date for the course. Students must clear up any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind.
- c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.
- d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for

the course.

**XI. TERMS OF THE AGREEMENT**

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of the Galveston Independent School District. If so approved, the Agreement shall be for the 2026-2027 academic year.

The agreement may be amended or extended by written addendum to this agreement.

If it is the intention of one party to terminate this agreement, the one party shall provide a one hundred twenty (120) day written notice to the other party of their intention to terminate this Agreement.

All notices and communications related to this agreement shall be addressed to the respective educational administrators.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the Galveston Independent School District Board of Trustees, executed by the Galveston Independent School District, and signed by its Superintendent.

By \_\_\_\_\_  
Dr. Matthew Neighbors, Superintendent

Date \_\_\_\_\_

## ADDENDUM - A

- I. Galveston College will waive all tuition and required fees for eligible students taking dual credit English Composition (ENGL 1301 and ENGL 1302) and United States History (HIST 1301, HIST 1302, HIST 2311 and HIST 2312) classes at Ball High School. For these classes, the class composition shall be 100 percent dual credit students.
- II. Galveston ISD shall pay to Galveston College an amount equal to the amount that would have been spent for 2026-2027 salary and benefits for the high school English and History teachers who have taught the dual credit English and History classes at Ball High School. Galveston College will invoice the district on a quarterly basis. Payment is due 30 days following receipt of the invoice.
- III. Galveston College shall use the designated funds to hire two (2) full-time College faculty to teach dual credit English composition and U.S. History classes at Ball High School.
- IV. Students who are enrolled in other dual credit classes besides ENGL and HIST courses listed above, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course).
- V. Galveston College agrees to WAIVE the following required FEES for dual credit students taking classes at the high school, at Galveston College, or online:
  - a. Building use, general services, student services, registration, lab, and internet fees.
  - b. Out-of-district and non-residential fees.
  - c. The minimum registration requirement of six (6) credit hours.
- VI. GISD agrees to PAY for the following FEES aggregated to cost of tuition for dual credit students, as applicable per students' enrolled courses and their sponsorship, or as designated by the school.
  - a. Course fees
  - b. Student insurance
  - c. Inclusive Access
  - d. Exam fees
- VII. In accordance with current rules and guidelines, required college instructional materials shall be furnished to the student enrolled in dual credit classes at Galveston ISD either through Inclusive Access with registration of course(s) or provided at no charge to the student by the school.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the Galveston Independent School District Board of Trustees, executed by the Galveston Independent School District, and signed by its Superintendent.

By \_\_\_\_\_  
Dr. Matthew Neighbors, Superintendent

Date \_\_\_\_\_

## APPENDIX- A

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Academic Credits** -These are general education courses that prepare students for transferring to a university. All GC dual credit classes are part of the Texas Common Core: classes that all public Texas Colleges and Universities must accept. However, it is highly recommended to speak with the intended transfer institution to discuss which courses will be accepted and how those courses will apply to a degree plan.

High School Course Name	Galveston College Course	Galveston College Course Name	Term Offered
Anatomy & Physiology	BIOL 2401	Anatomy & Physiology I	FALL
Anatomy & Physiology	BIOL 2402	Anatomy & Physiology II	SPRING
Biology	BIOL 1406	General Biology I	FALL
Biology	BIOL 1407	General Biology II	SPRING
Business & Professional Communication	SPCH 1321	Business & Professional Communication	FALL & SPRING
Calculus	MATH 2413	Calculus I	FALL
Calculus	MATH 2414	Calculus II	SPRING
Chemistry	CHEM 1411	General Chemistry I	NIGHT or SUMMER
Chemistry	CHEM 1412	General Chemistry II	NIGHT or SUMMER
College Algebra	MATH 1314	College Algebra	FALL & SPRING
College Statistics	MATH 1342	Elementary Statistics	FALL
Contemporary Math	MATH 1332	Contemporary Mathematics	FALL
Economics	ECON 2301	Principles of Macroeconomics	SPRING
Education	EDUC 1301	Intro to Education	FALL
Education	EDUC 2301	Intro to Special Populations	SPRING
English III or IV	ENGL 1301	Composition I	FALL
English III or IV	ENGL 1302	Composition II	SPRING
English IV	ENGL 2322	British Literature I	SPRING
English IV	ENGL 2311	Technical Writing	FALL
Environmental Science + Lab	ENVR 1301/ ENVR 1101	Environmental Science I + Lab	FALL
Environmental Science + Lab	ENVR 1302/ ENVR 1102	Environmental Science II + Lab	SPRING
Federal Government	GOVT 2305	Federal Government	FALL & SPRING
Learning Framework	PSYC / EDUC 1300	Learning Framework	FALL & SPRING
Music Appreciation	MUSI 1306	Music Appreciation	FALL & SPRING
Philosophy	PHIL 1301	Intro to Philosophy	FALL & SPRING

Physics	PHYS 1401	College Physics I	NIGHT or SUMMER
Physics	PHYS 1402	College Physics II	NIGHT or SUMMER
Pre-Calculus	MATH 2312	Pre-Calculus	SPRING
Psychology	PSYC 2301	General Psychology	FALL & SPRING
Sociology	SOCI 1301	Introductory Sociology	FALL & SPRING
Texas Government	GOVT 2305	Texas Government	FALL & SPRING
US History	HIST 1301	US History I	FALL
US History	HIST 1302	US History II	SPRING
Western Civilization	HIST 2311	Western Civilization I	FALL
Western Civilization	HIST 2312	Western Civilization II	SPRING

## APPENDIX B

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Workforce credits**- These are courses within programs that prepare students for specific careers and vocations such as Cosmetology, HVAC, Welding, Medical Administration, etc. Students may be able to earn a certificate or an associate degree in these programs.

COSMETOLOGY	Galveston College Course	Galveston College Course Name	Term Offered
Intro to Cosmetology	CSME 1501	Orientation to Cosmetology	FALL
Intro to Cosmetology	CSME 1410	Intro to Haircutting & Theory	SPRING
Cosmetology 1 + Lab	CSME 1354	Artistry of Hair Design	FALL
Cosmetology 1 + Lab	CSME 1543	Manicuring & Theory	SPRING
Cosmetology 2	CSME 1453	Chemical Reformation & Theory	FALL
Cosmetology 2	CSME 2401	Principles of Hair Color & Theory	SPRING
Esthetics	CSME 1547	Principles of Skin Care/ Facials	FALL
Esthetics	CSME 2541	Preparation for State License Exam	SPRING

CULINARY	Galveston College Course	Galveston College Course Name	Term Offered
Principles of Hospitality & Tourism *articulated credit	HAMG 1221	Intro to Hospitality Industry	FALL & SPRING
Intro to Culinary	CHEF 1205	Sanitation & Safety	FALL
Intro to Culinary	RSTO 23207	Catering	SPRING
Culinary Arts	CHEF 1301	Basic Food Preparation	FALL
Culinary Arts	CHEF 2302	Saucier	SPRING
Advanced Culinary Arts	PSTR 1301	Fundamentals of Baking	FALL
Adv. Culinary Arts	CHEF 1341	American Regional Cuisine	SPRING

<b>EMT BASIC</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of Health Science *articulated credit	HPRS 1201	Intro to Health Professions	FALL & SPRING
Medical Terminology	HITT 1305	Medical Terminology	FALL
Medical Terminology	HITT 1353	Legal & Ethical Aspects of Health Information	SPRING
Emergency Medical Technician	EMSP 1501	EMT	FALL
Emergency Medical Technician	EMSP 1160	Clinical - EMT	SPRING

<b>HEALTH INFORMATICS</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of Health Science *articulated credit	HPRS 1201	Intro to Health Professions	FALL & SPRING
Medical Terminology	HITT 1305	Medical Terminology	FALL
Medical Terminology	HITT 1353	Legal & Ethical Aspects of Health Information	SPRING
Medical Intervention, Evaluation & Research	HITT 2330	Pathophysiology & Pharmacology	FALL
Medical Intervention, Evaluation & Research	MDCA 1309	A & P Medical Assistants	SPRING
Healthcare Management & Administration	POFM 1327	Medical Insurance	FALL
Healthcare Management & Administration	HITT 1341	Coding and Classification	SPRING

<b>Imaging Technology Radiography</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Intro to Imaging Technology *Articulated credit	RADR 1309	Intro to Radiology and Patient Care	FALL
Medical Terminology *Articulated credit	RADR 2209	Radiology Imaging Equipment	SPRING
Imaging Technology I	RADR 2313	Radiology Biology and Safety	FALL
Imaging Technology I	RADR 1411	Basic Radiology Procedures	SPRING
Imaging Technology II	RADR 1302 RADR 1313	Radiographic Image Evaluation I Principles of Radiographic Imaging I	FALL
Imaging Technology II	RADR 1166 RADR 2217	Practicum I Pathology	SPRING
Practicum in Health Science	RADR 1268	Practicum II	FALL
Practicum in Health Science	RADR 1368 RADR 2235	Practicum III Seminar Class	SPRING

<b>LOGISTICS</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of D & L	LMGT 1319	Introduction to Business Logistics	FALL
Principles of D & L	LMGT 1321	Introduction to Materials Handling	SPRING
Concepts of D & L Technology	OSHT 1301	Introduction to Safety and Health	FALL
Concepts of D & L Technology	IBUS 1341	Global Supply Chain Management	SPRING
Occupational Safety & Environmental Tech. I	LMGT 1425	Warehouse and Distribution Center Management	FALL
Occupational Safety & Environmental Tech. I	BMGT 1331	Production and Operations Management	SPRING
Practicum of D & L	IBUS 1301 IBUS 1302	Principles of Exports Principles of Imports	FALL
Practicum of D & L	LMGT 1393 LMGT 1423	Special Topics in Logistics Domestic and International Transportation	SPRING

<b>PARALEGAL STUDIES</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Public Safety, Corrections & Security	CRIJ 1301	Intro to Criminal Justice	FALL
Public Safety, Corrections & Security	CRIJ 1310	Fundamentals of Criminal Law	SPRING
Legal Research and Writing	LGLA 1301	Legal Research and Writing	FALL
Advanced Legal Skills Professions	LGLA 1313	Intro to Paralegal Studies	SPRING
Business Law	LGLA 1345	Civil Litigation	FALL
Courts Systems Practices	LGLA 1317	Law Office Technology	SPRING

<b>SURGICAL TECHNICIAN Prerequisites</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of Health Science *articulated credit	HPRS 1201	INTRO TO HEALTH PROFESSIONS	FALL & SPRING
Medical Terminology	HITT 1305	MEDIAL TERMINOLOGY I	FALL
Medical Terminology	HITT 1353	LEGAL & ETHICAL ASPECTS OF HEALTH INFORMATION	SPRING
Practicum in Health Science	MDCA 1309 (OR SCIT 1307)	ANATOMY & PHYSIOLOGY FOR MEDICAL ASSISTANTS	FALL
Practicum in Health Science	SRGT 1505	INTRO TO SURGICAL TECHNOLOGY	SPRING

<b>TEACHING &amp; LEARNING</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Practicum in Education & Training	EDUC 1301	Introduction to the Teaching Profession	FALL
Practicum in Education & Training	EDUC 2301	Introduction to Special Populations	SPRING

<b>WELDING</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Intro to Welding * Articulated Credit	WLDG 1313	Intro Blueprint Reading	FALL
Intro to Welding * Articulated Credit	WLDG 1407	Intro to Welding Using Multiple Processes	SPRING
Welding 1	WLDG 1428	Intro to Shielded Metal Arc Welding (SMAW)	FALL
Welding 1	WLDG 1434	Intro to Gas Tungsten Arc Welding (GTAW)	SPRING
Welding 2 + Lab	WLDG 2443	Advanced Shield Metal Arc Welding	FALL
Welding 2 + Lab	WLDG 1435	Intro to Pipe	SPRING
Extended Welding Practicum	WLDG 2413	Intermediate Welding Using Multiple Processes	FALL
Extended Welding Practicum	WLDG 1317	Introduction to Layout and Fabrication	SPRING



**DUAL CREDIT**

**MAIN CAMPUS**

4015 Avenue Q Galveston, TX 77550

**CHARLIE THOMAS FAMILY  
APPLIED TECHNOLOGY CENTER**

7626 Broadway Galveston, TX 77554

**PHONE**

409-944-4242

**WEBSITE**

GC.EDU





**Galveston  
College**

**DUAL CREDIT**

**INSTRUCTIONAL AGREEMENT**

**Galveston College**

**and**

**O'Connell College Preparatory**

**ACADEMIC YEAR**

**2026-2027**

## INSTRUCTIONAL AGREEMENT

Galveston College (herein as the "College") and O'Connell College Preparatory School, a Texas private school (referred to herein as the "School"), enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2026-2027**.

### **I. PURPOSE**

Galveston College and the O'Connell Preparatory School support and believe in a partnership that will provide opportunities for qualified high school students to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, Galveston College agrees to provide college-level instruction for O'Connell Preparatory School. Further, the College and O'Connell Preparatory School agree that it is the responsibility of the College to grant college credit, and it is the responsibility of O'Connell Preparatory School to grant high school credit.

### **II. DUAL CREDIT PROGRAM GOALS**

According to Texas HB 1638, Galveston College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent school districts and institutions, Galveston College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

### **III. STUDENT ELIGIBILITY REQUIREMENTS**

Students enrolled at O'Connell Preparatory School may be eligible to participate in dual credit classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an Associate Degree may be admitted if the student:
  - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), **or** as per the [Texas Administrative Code Rule §4.86](#)
    - a1. The college may enroll students who have not met this eligibility in MATH 1332 which can be used as a College Connect Course, **or** as per the [Texas Administrative Code Rule §4.344](#)
    - a2. Students may enroll as non-degree seeking and be allowed to take standard academic classes on their first semester up to 14 credit hours on a case by case basis.
  - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
  - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
  - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
3. To be eligible for enrollment in a dual credit course offered by the College, a student must meet all of the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).
4. In the case of certain emergencies such as hurricanes, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and O'Connell Preparatory School will employ holistic advising to ensure proper student eligibility.

#### IV. LOCATION AND STUDENT COMPOSITION OF CLASSES

1. Dual Credit courses may be taught on the College campus, online, or on the high school campus. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus instruction, as promulgated by the THECB.
2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit AP, and/or college credit, may be allowed under one of the following conditions:
  - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course;
  - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
  - c. If the course is a career and technology/college workforce course and high school credit-only students can earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Dual Credit classes regardless of location will follow an approved College calendar.

## **V. FACULTY SELECTION, SUPERVISION, AND EVALUATION**

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
3. Instructors teaching courses which result in the award of college credit will be employed faculty members of the College or must meet the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College.
4. All instructor's applications for employment and official transcripts from each college or university attended will be kept on file at the College.
5. The College and the School agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and School personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

## **VI. ELIGIBLE COURSES**

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOSC or POSC. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.
2. Remedial and developmental courses may not be offered for dual credit course credit and are not eligible courses under this agreement.
3. A course equivalency crosswalk of academic and workforce dual credit courses and high school classes are included in Appendix A and B.

## **VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.

2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Course materials including textbooks or electronic textbooks (Inclusive Access material) should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the textbook must be approved in advance by the appropriate instructional department of the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Courses that offer Inclusive Access will need to be accepted by the student to guarantee access to course materials. Textbook purchases, aside from those made by grants, scholarships and other financial aid, will be made by the student and/or guardian.
5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the appropriate course syllabus. Whereas, the college uses a letter grade and the school requires a numeric grade, faculty teaching dual credit courses will report a letter grade as required by college policy and as outlined in the syllabus to the College and will report a numeric grade to the school. The school is responsible for recording the numeric grade in accordance with their established policies and guidelines.
6. The College and O'Connell Preparatory School agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and the School will collaborate on ways to ensure that all Dual Credit students are provided the means to succeed.
7. Faculty, who are responsible for teaching dual credit enrollment classes, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or the O'Connell Preparatory School. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

## **VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES**

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.

## 2. Student Services

- a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
- b. O'Connell Preparatory School agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. The School further agrees to provide official high school transcripts, test scores, and such certifications that may be required by the College during the admission and registration process.
- c. The College and O'Connell Preparatory School agree to work together to plan and to try to schedule dual credit enrollment classes a semester in advance of offering the course(s).

## 3. Learning Resources

- a. The College agrees to grant O'Connell Preparatory School students enrolled in College courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, Galveston College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. O'Connell Preparatory School agrees to allow those students currently enrolled in Galveston College courses, within the school's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and O'Connell Preparatory School agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistent with their policies and procedures to ensure that the past due books and/or materials are returned in an expedient manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.

- e. To be eligible for these privileges at the College a student must present proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

## **IX. TRANSCRIPTING OF CREDIT**

1. For workforce and academic dual credit courses, which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.
2. For workforce and academic dual credit courses which may result in high school-level credit, O'Connell Preparatory School will transcript all course work in accordance with the school's normal policies and procedures immediately following the end date of the course. Further, O'Connell Preparatory School agrees to make available in the same manner as it does to its other students an official high school transcript that may be sent to other schools, colleges, or locations, as the student so designates.

## **X. FUNDING**

1. College Tuition and Fees.
  - a. The College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
  - b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
  - c. Standard required fees include building use, general services, student services, registration, lab, and internet fees.
  - d. O'Connell Preparatory School agrees to pay for the cost of tuition, fees, instructional materials, and required student supplies or to indicate to the College who is responsible for tuition, fees, textbooks, and required student supply items.
  - e. O'Connell Preparatory School agrees to settle all account receivables with the College within 30 days of the billing date. Students whose tuition and fees are not paid by the official college census day of the class or who do

not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.

## 2. Drops and Withdrawals - Tuition and Fee Refunds.

- a. If for any reason it becomes necessary for a student who has registered for a College class to withdraw or drop the class, the College and O'Connell Preparatory School agree that it is the responsibility of the student to officially withdraw or drop the college course.
- b. A student may add or drop a course prior to the official census date for the course. Student must clear any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind; tuition and fees will be refunded in accordance with the College approved refund schedule.
- c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.
- d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for the course.
- e. Students who officially withdraw from the College shall have their tuition and mandatory fees refunded according to the official refund policy schedule. Tuition and fees paid directly to the College by O'Connell Preparatory School, sponsor, donor, or scholarship fund shall be refunded to the source rather than directly to the student.

**XI. TERMS OF THE AGREEMENT**

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of the O’Connell Preparatory School. If so approved, the Agreement shall be for the 2026-2027 academic year.

The agreement may be amended or extended by written addendum to this agreement.

If it is the intention of one party to terminate this agreement, the one party shall provide a one hundred twenty (120) day written notice to the other party of their intention to terminate this Agreement.

All notices and communications related to this agreement shall be addressed to the respective educational administrator.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. W. Myles Shelton, President

Approved by the O’Connell Preparatory School Board of Trustees, executed by the O’Connell College Preparatory School, and signed by its Principal.

By \_\_\_\_\_ Date \_\_\_\_\_  
Ms. Patti Abbott, Principal

**ADDENDUM - A**

- I. Students who are enrolled in other dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course).
  
- II. Galveston College agrees to WAIVE the following required FEES for dual credit students taking classes at the high school, at Galveston College, or online:
  - a. Building use, general services, student services, registration, lab, and internet fees.
  - b. Out-of-district and non-residential fees.
  - c. The minimum registration requirement of six (6) credit hours.
  
- III. O'Connell College Preparatory agrees to PAY for the following FEES aggregated to cost of tuition for dual credit students, as applicable per students' enrolled courses.
  - a. Course fees
  - b. Student insurance
  - c. Inclusive Access
  - d. Exam fees
  
- IV. In accordance with current rules and guidelines, required college instructional materials shall be furnished to the student enrolled in dual credit classes at O'Connell College Preparatory at no charge to the student by the School.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the O'Connell College Preparatory School Board of Trustees, executed by the O'Connell Preparatory School, and signed by its Principal.

By \_\_\_\_\_  
Ms. Patti Abbott, Principal

Date \_\_\_\_\_

## APPENDIX- A

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Academic Credits** -These are general education courses that prepare students for transferring to a university. All GC dual credit classes are part of the Texas Common Core: classes that all public Texas Colleges and Universities must accept. However, it is highly recommended to speak with the intended transfer institution to discuss which courses will be accepted and how those courses will apply to a degree plan.

High School Course Name	Galveston College Course	Galveston College Course Name	Term Offered
Anatomy & Physiology	BIOL 2401	Anatomy & Physiology I	FALL
Anatomy & Physiology	BIOL 2402	Anatomy & Physiology II	SPRING
Biology	BIOL 1406	General Biology I	FALL
Biology	BIOL 1407	General Biology II	SPRING
Business & Professional Communication	SPCH 1321	Business & Professional Communication	FALL & SPRING
Calculus	MATH 2413	Calculus I	FALL
Calculus	MATH 2414	Calculus II	SPRING
Chemistry	CHEM 1411	General Chemistry I	NIGHT or SUMMER
Chemistry	CHEM 1412	General Chemistry II	NIGHT or SUMMER
College Algebra	MATH 1314	College Algebra	FALL & SPRING
College Statistics	MATH 1342	Elementary Statistics	FALL
Contemporary Math	MATH 1332	Contemporary Mathematics	FALL
Economics	ECON 2301	Principles of Macroeconomics	SPRING
Education	EDUC 1301	Intro to Education	FALL
Education	EDUC 2301	Intro to Special Populations	SPRING
English III or IV	ENGL 1301	Composition I	FALL
English III or IV	ENGL 1302	Composition II	SPRING
English IV	ENGL 2322	British Literature I	SPRING
English IV	ENGL 2311	Technical Writing	FALL
Environmental Science + Lab	ENVR 1301/ ENVR 1101	Environmental Science I + Lab	FALL
Environmental Science + Lab	ENVR 1302/ ENVR 1102	Environmental Science II + Lab	SPRING
Federal Government	GOVT 2305	Federal Government	FALL & SPRING
Learning Framework	PSYC / EDUC 1300	Learning Framework	FALL & SPRING
Music Appreciation	MUSI 1306	Music Appreciation	FALL & SPRING
Philosophy	PHIL 1301	Intro to Philosophy	FALL & SPRING

Physics	PHYS 1401	College Physics I	NIGHT or SUMMER
Physics	PHYS 1402	College Physics II	NIGHT or SUMMER
Pre-Calculus	MATH 2312	Pre-Calculus	SPRING
Psychology	PSYC 2301	General Psychology	FALL & SPRING
Sociology	SOCI 1301	Introductory Sociology	FALL & SPRING
Texas Government	GOVT 2305	Texas Government	FALL & SPRING
US History	HIST 1301	US History I	FALL
US History	HIST 1302	US History II	SPRING
Western Civilization	HIST 2311	Western Civilization I	FALL
Western Civilization	HIST 2312	Western Civilization II	SPRING

## APPENDIX B

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Workforce credits**- These are courses within programs that prepare students for specific careers and vocations such as Cosmetology, HVAC, Welding, Medical Administration, etc. Students may be able to earn a certificate or an associate degree in these programs.

COSMETOLOGY	Galveston College Course	Galveston College Course Name	Term Offered
Intro to Cosmetology	CSME 1501	Orientation to Cosmetology	FALL
Intro to Cosmetology	CSME 1410	Intro to Haircutting & Theory	SPRING
Cosmetology 1 + Lab	CSME 1354	Artistry of Hair Design	FALL
Cosmetology 1 + Lab	CSME 1543	Manicuring & Theory	SPRING
Cosmetology 2	CSME 1453	Chemical Reformation & Theory	FALL
Cosmetology 2	CSME 2401	Principles of Hair Color & Theory	SPRING
Esthetics	CSME 1547	Principles of Skin Care/ Facials	FALL
Esthetics	CSME 2541	Preparation for State License Exam	SPRING

CULINARY	Galveston College Course	Galveston College Course Name	Term Offered
Principles of Hospitality & Tourism *articulated credit	HAMG 1221	Intro to Hospitality Industry	FALL & SPRING
Intro to Culinary	CHEF 1205	Sanitation & Safety	FALL
Intro to Culinary	RSTO 23207	Catering	SPRING
Culinary Arts	CHEF 1301	Basic Food Preparation	FALL
Culinary Arts	CHEF 2302	Saucier	SPRING
Advanced Culinary Arts	PSTR 1301	Fundamentals of Baking	FALL
Adv. Culinary Arts	CHEF 1341	American Regional Cuisine	SPRING

<b>EMT BASIC</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of Health Science *articulated credit	HPRS 1201	Intro to Health Professions	FALL & SPRING
Medical Terminology	HITT 1305	Medical Terminology	FALL
Medical Terminology	HITT 1353	Legal & Ethical Aspects of Health Information	SPRING
Emergency Medical Technician	EMSP 1501	EMT	FALL
Emergency Medical Technician	EMSP 1160	Clinical - EMT	SPRING

<b>HEALTH INFORMATICS</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of Health Science *articulated credit	HPRS 1201	Intro to Health Professions	FALL & SPRING
Medical Terminology	HITT 1305	Medical Terminology	FALL
Medical Terminology	HITT 1353	Legal & Ethical Aspects of Health Information	SPRING
Medical Intervention, Evaluation & Research	HITT 2330	Pathophysiology & Pharmacology	FALL
Medical Intervention, Evaluation & Research	MDCA 1309	A & P Medical Assistants	SPRING
Healthcare Management & Administration	POFM 1327	Medical Insurance	FALL
Healthcare Management & Administration	HITT 1341	Coding and Classification	SPRING

<b>Imaging Technology Radiography</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Intro to Imaging Technology *Articulated credit	RADR 1309	Intro to Radiology and Patient Care	FALL
Medical Terminology *Articulated credit	RADR 2209	Radiology Imaging Equipment	SPRING
Imaging Technology I	RADR 2313	Radiology Biology and Safety	FALL
Imaging Technology I	RADR 1411	Basic Radiology Procedures	SPRING
Imaging Technology II	RADR 1302 RADR 1313	Radiographic Image Evaluation I Principles of Radiographic Imaging I	FALL
Imaging Technology II	RADR 1166 RADR 2217	Practicum I Pathology	SPRING
Practicum in Health Science	RADR 1268	Practicum II	FALL
Practicum in Health Science	RADR 1368 RADR 2235	Practicum III Seminar Class	SPRING

<b>LOGISTICS</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of D & L	LMGT 1319	Introduction to Business Logistics	FALL
Principles of D & L	LMGT 1321	Introduction to Materials Handling	SPRING
Concepts of D & L Technology	OSHT 1301	Introduction to Safety and Health	FALL
Concepts of D & L Technology	IBUS 1341	Global Supply Chain Management	SPRING
Occupational Safety & Environmental Tech. I	LMGT 1425	Warehouse and Distribution Center Management	FALL
Occupational Safety & Environmental Tech. I	BMGT 1331	Production and Operations Management	SPRING
Practicum of D & L	IBUS 1301 IBUS 1302	Principles of Exports Principles of Imports	FALL
Practicum of D & L	LMGT 1393 LMGT 1423	Special Topics in Logistics Domestic and International Transportation	SPRING

<b>PARALEGAL STUDIES</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Public Safety, Corrections & Security	CRIJ 1301	Intro to Criminal Justice	FALL
Public Safety, Corrections & Security	CRIJ 1310	Fundamentals of Criminal Law	SPRING
Legal Research and Writing	LGLA 1301	Legal Research and Writing	FALL
Advanced Legal Skills Professions	LGLA 1313	Intro to Paralegal Studies	SPRING
Business Law	LGLA 1345	Civil Litigation	FALL
Courts Systems Practices	LGLA 1317	Law Office Technology	SPRING

<b>SURGICAL TECHNICIAN Prerequisites</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of Health Science *articulated credit	HPRS 1201	INTRO TO HEALTH PROFESSIONS	FALL & SPRING
Medical Terminology	HITT 1305	MEDIAL TERMINOLOGY I	FALL
Medical Terminology	HITT 1353	LEGAL & ETHICAL ASPECTS OF HEALTH INFORMATION	SPRING
Practicum in Health Science	MDCA 1309 (OR SCIT 1307)	ANATOMY & PHYSIOLOGY FOR MEDICAL ASSISTANTS	FALL
Practicum in Health Science	SRGT 1505	INTRO TO SURGICAL TECHNOLOGY	SPRING

<b>TEACHING &amp; LEARNING</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Practicum in Education & Training	EDUC 1301	Introduction to the Teaching Profession	FALL
Practicum in Education & Training	EDUC 2301	Introduction to Special Populations	SPRING

<b>WELDING</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Intro to Welding * Articulated Credit	WLDG 1313	Intro Blueprint Reading	FALL
Intro to Welding * Articulated Credit	WLDG 1407	Intro to Welding Using Multiple Processes	SPRING
Welding 1	WLDG 1428	Intro to Shielded Metal Arc Welding (SMAW)	FALL
Welding 1	WLDG 1434	Intro to Gas Tungsten Arc Welding (GTAW)	SPRING
Welding 2 + Lab	WLDG 2443	Advanced Shield Metal Arc Welding	FALL
Welding 2 + Lab	WLDG 1435	Intro to Pipe	SPRING
Extended Welding Practicum	WLDG 2413	Intermediate Welding Using Multiple Processes	FALL
Extended Welding Practicum	WLDG 1317	Introduction to Layout and Fabrication	SPRING



# Galveston College

DUAL CREDIT

## MAIN CAMPUS

4015 Avenue Q Galveston, TX 77550

## CHARLIE THOMAS FAMILY APPLIED TECHNOLOGY CENTER

7626 Broadway Galveston, TX 77554

## PHONE

409-944-4242

## WEBSITE

GC.EDU





**Galveston  
College**

**DUAL CREDIT**

**INSTRUCTIONAL AGREEMENT**

**Galveston College**

**and**

**Odyssey Academy**

**ACADEMIC YEAR**

**2026-2027**

## **INSTRUCTIONAL AGREEMENT**

Galveston College (herein as the "College") and Odyssey Academy, a Texas public charter district (referred to herein as the "School"), enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2026-2027**.

### **I. PURPOSE**

Galveston College and Odyssey Academy support and believe in a partnership that will provide opportunities for qualified high school students to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, Galveston College agrees to provide college-level instruction for Odyssey Academy. Further, the College and Odyssey Academy agree that it is the responsibility of the College to grant college credit, and it is the responsibility of Odyssey Academy to grant high school credit.

### **II. DUAL CREDIT PROGRAM GOALS**

According to Texas HB 1638, Galveston College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent schools and institutions, Galveston College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

### III. STUDENT ELIGIBILITY REQUIREMENTS

Students enrolled at Odyssey Academy may be eligible to participate in dual credit classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an Associate Degree may be admitted if the student:
  - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), or as per the [Texas Administrative Code Rule §4.86](#)
    - a1. The college may enroll students who have not met this eligibility in MATH 1332 which can be used as a College Connect Course, or as per the [Texas Administrative Code Rule §4.344](#)
    - a2. Students may enroll as non-degree seeking and be allowed to take standard academic classes on their first semester up to 14 credit hours on a case by case basis.
  - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
  - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
  - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
3. To be eligible for enrollment in a dual credit course offered by the College, a student must meet all of the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).
4. In the case of certain emergencies such as hurricanes, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and Odyssey Academy will employ holistic advising to ensure proper student eligibility.

#### **IV. LOCATION AND STUDENT COMPOSITION OF CLASSES**

1. Dual Credit courses may be taught on the College campus, online, or on the high school campus. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus instruction, as promulgated by the THECB.
2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit only, AP, and/or college credit, may be allowed under one of the following conditions:
  - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course;
  - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
  - c. If the course is a career and technology/college workforce course and high school credit-only students can earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Dual Credit classes regardless of location will follow an approved College calendar.

## **V. FACULTY SELECTION, SUPERVISION, AND EVALUATION**

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
3. Instructors teaching courses which result in the award of college credit will be employed faculty members of the College or must meet the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College
4. All instructor's applications for employment and official transcripts from each college or university attended will be kept on file at the College.
5. The College and the School agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and School personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

## **VI. ELIGIBLE COURSES**

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOSC or POSC. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.
2. Remedial and developmental courses may not be offered for dual credit course credit and are not eligible courses under this agreement.
3. A course equivalency crosswalk of academic and workforce dual credit courses and high school classes are included in Appendix A and B.

## **VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.

2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Course materials including textbooks or electronic textbooks (Inclusive Access material) should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the textbook must be approved in advance by the appropriate instructional department of the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Courses that offer Inclusive Access will need to be accepted by the student to guarantee access to course materials.
5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the appropriate course syllabus. Faculty teaching dual credit courses will report a general scale mid-term letter grade and final grade as required by college policy and as outlined in the syllabus to the College, and will report a numeric grade to the school, which is responsible for recording the numeric grade in accordance with their established policies and guidelines.
6. The College and Odyssey Academy agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and School will collaborate on ways to ensure that all Dual Credit students are provided the means to succeed.
7. Faculty, who are responsible for teaching dual credit classes, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or the Odyssey Academy. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

## **VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES**

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.

## 2. Student Services

- a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
- b. Odyssey Academy agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. The School further agrees to provide official high school transcripts, test scores, and such certifications that may be required by the College during the admission and registration process.
- c. The College and Odyssey Academy agree to work together to plan and to try to schedule dual credit enrollment classes a semester in advance of offering the course(s).

## 3. Learning Resources

- a. The College agrees to grant Odyssey Academy students enrolled in College courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, Galveston College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. Odyssey Academy agrees to allow those students currently enrolled in Galveston College courses, within the Odyssey Academy 's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and Odyssey Academy agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistent with their policies and procedures to ensure that the past due books and/or materials are returned in an expedient manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.
- e. To be eligible for these privileges at the College a student must present

proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

## **IX. TRANSCRIPTING OF CREDIT**

1. For workforce and academic dual credit courses, which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.
2. For workforce and academic dual credit courses which may result in high school-level credit, Odyssey Academy will transcript all course work in accordance with the schools 's normal policies and procedures immediately following the end date of the course. Further, Odyssey Academy agrees to make available in the same manner as it does to its other students an official high school transcript that may be sent to other schools, colleges, or locations, as the student so designates.

## **X. FUNDING**

1. College Tuition and Fees.
  - a. The College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
  - b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
  - c. Standard required fees include building use, general services, student services, registration, lab, and internet fees.
  - d. The College and Odyssey Academy agree to collaborate to submit applications for the Financial Aid for Swift Transfer (FAST) scholarships for all qualified students.
  - e. Odyssey Academy agrees to pay for the cost of tuition, fees, instructional materials, and required student supplies or to indicate to the College who is responsible for tuition, fees, instructional materials, and required student supply items.

- f. Odyssey Academy agrees to settle all account receivables with the College within 30 days of the billing date. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.

## 2. Drops and Withdrawals - Tuition and Fee Refunds.

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- b. A student may add or drop a course prior to the official census date for the course. Student must clear any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind.
- c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.
- d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for the course.
- e. Students who officially withdraw from the College shall have their tuition and mandatory fees refunded according to the official refund policy schedule. Tuition and fees paid directly to the College by O'Connell Preparatory School, sponsor, donor, or scholarship fund shall be refunded to the source rather than directly to the student.

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All notices and communications related to this agreement shall be addressed to the respective educational administrator.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the Odyssey Academy Board of Trustees, executed by Odyssey Academy, and signed by its Superintendent.

By \_\_\_\_\_  
Dr. Jennifer Goodman, Superintendent

Date \_\_\_\_\_

**ADDENDUM - A**

- I. Students who are enrolled in other dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course).
  
- II. Galveston College agrees to WAIVE the following required FEES for dual credit students taking classes at the high school, at Galveston College, or online:
  - a. Building use, general services, student services, registration, lab, and internet fees.
  - b. Out-of-district and non-residential fees.
  - c. The minimum registration requirement of six (6) credit hours.
  
- III. Odyssey Academy agrees to PAY for the following FEES aggregated to cost of tuition for dual credit students, as applicable per students' enrolled courses.
  - a. Course fees
  - b. Student insurance
  - c. Inclusive Access
  - d. Exam fees
  
- IV. In accordance with current rules and guidelines, required college textbooks and materials shall be furnished to the student enrolled in dual credit classes at Odyssey Academy at no charge to the student by the School.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. W. Myles Shelton, President

Approved by the Odyssey Academy Board of Trustees, executed by Odyssey Academy, and signed by its Superintendent.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. Jennifer Goodman, Superintendent

## APPENDIX- A

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Academic Credits** -These are general education courses that prepare students for transferring to a university. All GC dual credit classes are part of the Texas Common Core: classes that all public Texas Colleges and Universities must accept. However, it is highly recommended to speak with the intended transfer institution to discuss which courses will be accepted and how those courses will apply to a degree plan.

High School Course Name	Galveston College Course	Galveston College Course Name	Term Offered
Anatomy & Physiology	BIOL 2401	Anatomy & Physiology I	FALL
Anatomy & Physiology	BIOL 2402	Anatomy & Physiology II	SPRING
Biology	BIOL 1406	General Biology I	FALL
Biology	BIOL 1407	General Biology II	SPRING
Business & Professional Communication	SPCH 1321	Business & Professional Communication	FALL & SPRING
Calculus	MATH 2413	Calculus I	FALL
Calculus	MATH 2414	Calculus II	SPRING
Chemistry	CHEM 1411	General Chemistry I	NIGHT or SUMMER
Chemistry	CHEM 1412	General Chemistry II	NIGHT or SUMMER
College Algebra	MATH 1314	College Algebra	FALL & SPRING
College Statistics	MATH 1342	Elementary Statistics	FALL
Contemporary Math	MATH 1332	Contemporary Mathematics	FALL
Economics	ECON 2301	Principles of Macroeconomics	*SPRING 2026
Education	EDUC 1301	Intro to Education	FALL
Education	EDUC 2301	Intro to Special Populations	SPRING
English III or IV	ENGL 1301	Composition I	FALL
English III or IV	ENGL 1302	Composition II	SPRING
English IV	ENGL 2322	British Literature I	SPRING
English IV	ENGL 2311	Technical Writing	FALL
Environmental Science +Lab	ENVR 1301/ ENVR 1101	Environmental Science I + Lab	FALL
Environmental Science + Lab	ENVR 1302/ ENVR 1102	Environmental Science II + Lab	SPRING
Federal Government	GOVT 2305	Federal Government	FALL & SPRING
Learning Framework	PSYC / EDUC 1300	Learning Framework	FALL & SPRING
Music Appreciation	MUSI 1306	Music Appreciation	FALL & SPRING
Philosophy	PHIL 1301	Intro to Philosophy	FALL & SPRING
Physics	PHYS 1401	College Physics I	NIGHT or SUMMER

**Continued Academic Courses**

<b>High School Course Name</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Physics	PHSY 1402	College Physics II	NIGHT or SUMMER
Pre-Calculus	MATH 2312	Pre-Calculus	SPRING
Psychology	PSYC 2301	General Psychology	FALL & SPRING
Sociology	SOCI 1301	Introductory Sociology	FALL & SPRING
Texas Government	GOVT 2305	Texas Government	FALL & SPRING
US History	HIST 1301	US History I	FALL
US History	HIST 1302	US History II	SPRING
Western Civilization	HIST 2311	Western Civilization I	FALL
Western Civilization	HIST 2312	Western Civilization II	SPRING

## APPENDIX B

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Workforce credits**- These are courses within programs that prepare students for specific careers and vocations such as Cosmetology, HVAC, Welding, Medical Administration, etc. Students may be able to earn a certificate or an associate degree in these programs.

COSMETOLOGY	Galveston College Course	Galveston College Course Name	Term Offered
Intro to Cosmetology	CSME 1501	Orientation to Cosmetology	FALL
Intro to Cosmetology	CSME 1410	Intro to Haircutting & Theory	SPRING
Cosmetology 1 + Lab	CSME 1354	Artistry of Hair Design	FALL
Cosmetology 1 + Lab	CSME 1543	Manicuring & Theory	SPRING
Cosmetology 2	CSME 1453	Chemical Reformation & Theory	FALL
Cosmetology 2	CSME 2401	Principles of Hair Color & Theory	SPRING
Esthetics	CSME 1547	Principles of Skin Care/ Facials	FALL
Esthetics	CSME 2541	Preparation for State License Exam	SPRING

CULINARY	Galveston College Course	Galveston College Course Name	Term Offered
Principles of Hospitality & Tourism *articulated credit	HAMG 1221	Intro to Hospitality Industry	FALL & SPRING
Intro to Culinary	CHEF 1205	Sanitation & Safety	FALL
Intro to Culinary	RSTO 23207	Catering	SPRING
Culinary Arts	CHEF 1301	Basic Food Preparation	FALL
Culinary Arts	CHEF 2302	Saucier	SPRING
Advanced Culinary Arts	PSTR 1301	Fundamentals of Baking	FALL
Adv. Culinary Arts	CHEF 1341	American Regional Cuisine	SPRING

<b>EMT BASIC</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of Health Science *articulated credit	HPRS 1201	Intro to Health Professions	FALL & SPRING
Medical Terminology	HITT 1305	Medical Terminology	FALL
Medical Terminology	HITT 1353	Legal & Ethical Aspects of Health Information	SPRING
Emergency Medical Technician	EMSP 1501	EMT	FALL
Emergency Medical Technician	EMSP 1160	Clinical - EMT	SPRING

<b>HEALTH INFORMATICS</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of Health Science *articulated credit	HPRS 1201	Intro to Health Professions	FALL & SPRING
Medical Terminology	HITT 1305	Medical Terminology	FALL
Medical Terminology	HITT 1353	Legal & Ethical Aspects of Health Information	SPRING
Medical Intervention, Evaluation & Research	HITT 2330	Pathophysiology & Pharmacology	FALL
Medical Intervention, Evaluation & Research	MDCA 1309	A & P Medical Assistants	SPRING
Healthcare Management & Administration	POFM 1327	Medical Insurance	FALL
Healthcare Management & Administration	HITT 1341	Coding and Classification	SPRING

<b>Imaging Technology Radiography</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Intro to Imaging Technology *Articulated credit	RADR 1309	Intro to Radiology and Patient Care	FALL
Medical Terminology *Articulated credit	RADR 2209	Radiology Imaging Equipment	SPRING
Imaging Technology I	RADR 2313	Radiology Biology and Safety	FALL
Imaging Technology I	RADR 1411	Basic Radiology Procedures	SPRING
Imaging Technology II	RADR 1302 RADR 1313	Radiographic Image Evaluation I Principles of Radiographic Imaging I	FALL
Imaging Technology II	RADR 1166 RADR 2217	Practicum I Pathology	SPRING
Practicum in Health Science	RADR 1268	Practicum II	FALL
Practicum in Health Science	RADR 1368 RADR 2235	Practicum III Seminar Class	SPRING

<b>LOGISTICS</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of D & L	LMGT 1319	Introduction to Business Logistics	FALL
Principles of D & L	LMGT 1321	Introduction to Materials Handling	SPRING
Concepts of D & L Technology	OSHT 1301	Introduction to Safety and Health	FALL
Concepts of D & L Technology	IBUS 1341	Global Supply Chain Management	SPRING
Occupational Safety & Environmental Tech. I	LMGT 1425	Warehouse and Distribution Center Management	FALL
Occupational Safety & Environmental Tech. I	BMGT 1331	Production and Operations Management	SPRING
Practicum of D & L	IBUS 1301 IBUS 1302	Principles of Exports Principles of Imports	FALL
Practicum of D & L	LMGT 1393 LMGT 1423	Special Topics in Logistics Domestic and International Transportation	SPRING

<b>PARALEGAL STUDIES</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Public Safety, Corrections & Security	CRIJ 1301	Intro to Criminal Justice	FALL
Public Safety, Corrections & Security	CRIJ 1310	Fundamentals of Criminal Law	SPRING
Legal Research and Writing	LGLA 1301	Legal Research and Writing	FALL
Advanced Legal Skills Professions	LGLA 1313	Intro to Paralegal Studies	SPRING
Business Law	LGLA 1345	Civil Litigation	FALL
Courts Systems Practices	LGLA 1317	Law Office Technology	SPRING

<b>SURGICAL TECHNICIAN Prerequisites</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of Health Science *articulated credit	HPRS 1201	INTRO TO HEALTH PROFESSIONS	FALL & SPRING
Medical Terminology	HITT 1305	MEDIAL TERMINOLOGY I	FALL
Medical Terminology	HITT 1353	LEGAL & ETHICAL ASPECTS OF HEALTH INFORMATION	SPRING
Practicum in Health Science	MDCA 1309 (OR SCIT 1307)	ANATOMY & PHYSIOLOGY FOR MEDICAL ASSISTANTS	FALL
Practicum in Health Science	SRGT 1505	INTRO TO SURGICAL TECHNOLOGY	SPRING

<b>TEACHING &amp; LEARNING</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Practicum in Education & Training	EDUC 1301	Introduction to the Teaching Profession	FALL
Practicum in Education & Training	EDUC 2301	Introduction to Special Populations 113	SPRING

<b>WELDING</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Intro to Welding * Articulated Credit	WLDG 1313	Intro Blueprint Reading	FALL
Intro to Welding * Articulated Credit	WLDG 1407	Intro to Welding Using Multiple Processes	SPRING
Welding 1	WLDG 1428	Intro to Shielded Metal Arc Welding (SMAW)	FALL
Welding 1	WLDG 1434	Intro to Gas Tungsten Arc Welding (GTAW)	SPRING
Welding 2 + Lab	WLDG 2443	Advanced Shield Metal Arc Welding	FALL
Welding 2 + Lab	WLDG 1435	Intro to Pipe	SPRING
Extended Welding Practicum	WLDG 2413	Intermediate Welding Using Multiple Processes	FALL
Extended Welding Practicum	WLDG 1317	Introduction to Layout and Fabrication	SPRING



# Galveston College

**DUAL CREDIT**

## **MAIN CAMPUS**

4015 Avenue Q Galveston, TX 77550

## **CHARLIE THOMAS FAMILY APPLIED TECHNOLOGY CENTER**

7626 Broadway Galveston, TX 77554

## **PHONE**

409-944-4242

## **WEBSITE**

GC.EDU





**Galveston  
College**

**DUAL CREDIT**

**INSTRUCTIONAL AGREEMENT**

**Galveston College**

**and**

**Upward Hope Academy**

**ACADEMIC YEAR**

**2026-2027**

## **INSTRUCTIONAL AGREEMENT**

Galveston College (herein as the "College") and Upward Hope Academy, a Texas private school (herein as the "School") enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2026-2027**.

### **I. PURPOSE**

Galveston College and the Upward Hope Academy support and believe in a partnership that will provide opportunities for qualified high school students to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, Galveston College agrees to provide college-level instruction for Upward Hope Academy. Further, the College and Upward Hope Academy agree that it is the responsibility of the College to grant college credit, and it is the responsibility of Upward Hope Academy to grant high school credit.

### **II. DUAL CREDIT PROGRAM GOALS**

According to Texas HB 1638, Galveston College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent school districts and institutions, Galveston College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

### **III. STUDENT ELIGIBILITY REQUIREMENTS**

Students enrolled at Upward Hope Academy may be eligible to participate in dual credit classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an Associate Degree may be admitted if the student:
  - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), or as per the [Texas Administrative Code Rule §4.86](#)
    - a1. The college may enroll students who have not met this eligibility in MATH 1332 which can be used as a College Connect Course, or as per the [Texas Administrative Code Rule §4.344](#)
    - a2. Students may enroll as non-degree seeking and be allowed to take standard academic classes on their first semester up to 14 credit hours on a case by case basis.
  - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
  - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
  - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
3. To be eligible for enrollment in a dual credit course offered by the College, a student must meet all of the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).
4. In the case of certain emergencies such as hurricanes, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and Upward Hope Academy will employ holistic advising to ensure proper student eligibility.

#### **IV. LOCATION AND STUDENT COMPOSITION OF CLASSES**

1. Dual Credit courses may be taught on the College campus, online, or on the high school campus. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus instruction, as promulgated by the THECB.
2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit only, AP, and/or college credit, may be allowed under one of the following conditions:
  - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course;
  - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
  - c. If the course is a career and technology/college workforce course and high school credit-only students can earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Dual Credit classes regardless of location will follow an approved College calendar.

## **V. FACULTY SELECTION, SUPERVISION, AND EVALUATION**

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
3. Instructors teaching courses which result in the award of college credit will be employed faculty members of the College or must meet the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College.
4. All instructor's applications for employment and official transcripts from each college or university attended will be kept on file at the College.
5. The College and the School agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and School personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

## **VI. ELIGIBLE COURSES**

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOSC or POSC. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.
2. Remedial and developmental courses may not be offered for dual credit course credit and are not eligible courses under this agreement.
3. A course equivalency crosswalk of academic and workforce dual credit courses and high school classes are included in Exhibit A.

## **VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.

2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Course materials including textbooks or electronic textbooks (Inclusive Access material) should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the textbook must be approved in advance by the appropriate instructional department of the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Courses that offer Inclusive Access will need to be accepted by the student to guarantee access to course materials.
5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the appropriate course syllabus. Faculty teaching dual credit courses will report a general scale mid-term letter grade and final grade as required by college policy and as outlined in the syllabus to the College and will report a numeric grade to Upward Hope Academy which is responsible for recording the numeric grade in accordance with their established policies and guidelines.
6. The College and Upward Hope Academy agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and the School will collaborate on ways to ensure that all Dual Credit students are provided the means to succeed.
7. Faculty, who are responsible for teaching dual credit, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or the Upward Hope Academy. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

## **VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES**

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.

## 2. Student Services

- a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
- b. Upward Hope Academy agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. The School further agrees to provide official high school transcripts, test scores, and such certifications that may be required by the College during the admission and registration process.
- c. The College and Upward Hope Academy agree to work together to plan and to try to schedule dual credit enrollment classes a semester in advance of offering the course(s).

## 3. Learning Resources

- a. The College agrees to grant Upward Hope Academy students enrolled in College courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, Galveston College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. Upward Hope Academy agrees to allow those students currently enrolled in Galveston College courses, within the school's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and Upward Hope Academy agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistent with their policies and procedures to ensure that the past due books and/or materials are returned in an expedient manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.

- e. To be eligible for these privileges at the College a student must present proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

## **IX. TRANSCRIPTING OF CREDIT**

1. For workforce and academic dual credit courses, which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.
2. For workforce and academic dual credit courses which may result in high school-level credit, Upward Hope Academy will transcript all course work in accordance with the Upward Hope Academy normal policies and procedures immediately following the end date of the course. Further, Upward Hope Academy agrees to make available in the same manner as it does to its other students an official high school transcript that may be sent to other schools, colleges, or locations, as the student so designates.

## **X. FUNDING**

1. College Tuition and Fees.
  - a. The College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
  - b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
  - c. Standard required fees include building use, general services, student services, registration, lab, and internet fees.
  - d. Upward Hope Academy agrees to pay for the cost of tuition, fees, instructional materials, and required student supplies or to indicate to the College who is responsible for tuition, fees, textbooks, and required student supply items.
  - e. Upward Hope Academy agrees to settle all account receivables with the College within 30 days of the billing date. Students whose tuition and fees are not paid by the official college census day of the class or who do not

have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.

## 2.. Drops and Withdrawals - Tuition and Fee Refunds.

- a. If for any reason it becomes necessary for a student who has registered for a College class to withdraw or drop the class, the College and Upward Hope Academy agree that it is the responsibility of the student to officially withdraw or drop the college course.
- b. A student may add or drop a course prior to the official census date for the course. Student must clear any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind; tuition and fees will be refunded in accordance with the College approved refund schedule.
- c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.
- d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for the course.
- e. Students who officially withdraw from the College shall have their tuition and mandatory fees refunded according to the official refund policy schedule. Tuition and fees paid directly to the College by Upward Hope Academy, sponsor, donor, or scholarship fund shall be refunded to the source rather than directly to the student.

**XI. TERMS OF THE AGREEMENT**

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of the Upward Hope Academy. If so approved, the Agreement shall be for the 2026-2027 academic year.

The agreement may be amended or extended by written addendum to this agreement.

If it is the intention of one party to terminate this agreement, the one party shall provide a one hundred twenty (120) day written notice to the other party of their intention to terminate this Agreement.

All notices and communications related to this agreement shall be addressed to the respective educational administrator.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the Upward Hope Academy Board of Trustees, executed by Upward Hope Academy, and signed by its Principal.

By \_\_\_\_\_  
Ms. Kathy Whatley, Principal

Date \_\_\_\_\_

**ADDENDUM - A**

- I. Students who are enrolled in other dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course).
  
- II. Galveston College agrees to WAIVE the following required FEES for dual credit students taking classes at the high school, at Galveston College, or online:
  - a. Building use, general services, student services, registration, lab, and internet fees.
  - b. Out-of-district and non-residential fees.
  - c. The minimum registration requirement of six (6) credit hours.
  
- III. Upward Hope Academy agrees to PAY for the following FEES aggregated to cost of tuition for dual credit students, as applicable per students' enrolled courses.
  - a. Course fees
  - b. Student insurance
  - c. Inclusive Access
  - d. Exam fees
  
- IV. In accordance with current rules and guidelines, required college instructional materials shall be furnished to the student enrolled in dual credit classes at Upward Hope Academy at no charge by the School.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by Upward Hope Academy Board of Trustees, executed by the Upward Hope Academy, and signed by its Principal.

By \_\_\_\_\_  
Ms. Kathy Whatley, Principal

Date \_\_\_\_\_

## APPENDIX- A

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Academic Credits** -These are general education courses that prepare students for transferring to a university. All GC dual credit classes are part of the Texas Common Core: classes that all public Texas Colleges and Universities must accept. However, it is highly recommended to speak with the intended transfer institution to discuss which courses will be accepted and how those courses will apply to a degree plan.

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Anatomy & Physiology	BIOL 2401	Anatomy & Physiology I	FALL
Anatomy & Physiology	BIOL 2402	Anatomy & Physiology II	SPRING
Biology	BIOL 1406	General Biology I	FALL
Biology	BIOL 1407	General Biology II	SPRING
Business & Professional Communication	SPCH 1321	Business & Professional Communication	FALL & SPRING
Calculus	MATH 2413	Calculus I	FALL
Calculus	MATH 2414	Calculus II	SPRING
Chemistry	CHEM 1411	General Chemistry I	NIGHT or SUMMER
Chemistry	CHEM 1412	General Chemistry II	NIGHT or SUMMER
College Algebra	MATH 1314	College Algebra	FALL & SPRING
College Statistics	MATH 1342	Elementary Statistics	FALL
Contemporary Math	MATH 1332	Contemporary Mathematics	FALL
Economics	ECON 2301	Principles of Macroeconomics	*SPRING 2026
Education	EDUC 1301	Intro to Education	FALL
Education	EDUC 2301	Intro to Special Populations	SPRING
English III or IV	ENGL 1301	Composition I	FALL
English III or IV	ENGL 1302	Composition II	SPRING
English IV	ENGL 2322	British Literature I	SPRING
English IV	ENGL 2311	Technical Writing	FALL
Environmental Science +Lab	ENVR 1301/ ENVR 1101	Environmental Science I + Lab	FALL
Environmental Science + Lab	ENVR 1302/ ENVR 1102	Environmental Science II + Lab	SPRING
Federal Government	GOVT 2305	Federal Government	FALL & SPRING
Learning Framework	PSYC / EDUC 1300	Learning Framework	FALL & SPRING
Music Appreciation	MUSI 1306	Music Appreciation	FALL & SPRING
Philosophy	PHIL 1301	Intro to Philosophy	FALL & SPRING
Physics	PHYS 1401	College Physics I	NIGHT or SUMMER

**Continued Academic Courses**

Physics	PHSY 1402	College Physics II	NIGHT or SUMMER
Pre-Calculus	MATH 2312	Pre-Calculus	SPRING
Psychology	PSYC 2301	General Psychology	FALL & SPRING
Sociology	SOCI 1301	Introductory Sociology	FALL & SPRING
Texas Government	GOVT 2305	Texas Government	FALL & SPRING
US History	HIST 1301	US History I	FALL
US History	HIST 1302	US History II	SPRING
Western Civilization	HIST 2311	Western Civilization I	FALL
Western Civilization	HIST 2312	Western Civilization II	SPRING

## APPENDIX B

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Workforce credits**- These are courses within programs that prepare students for specific careers and vocations such as Cosmetology, HVAC, Welding, Medical Administration, etc. Students may be able to earn a certificate or an associate degree in these programs.

COSMETOLOGY	Galveston College Course	Galveston College Course Name	Term Offered
Intro to Cosmetology	CSME 1501	Orientation to Cosmetology	FALL
Intro to Cosmetology	CSME 1410	Intro to Haircutting & Theory	SPRING
Cosmetology 1 + Lab	CSME 1354	Artistry of Hair Design	FALL
Cosmetology 1 + Lab	CSME 1543	Manicuring & Theory	SPRING
Cosmetology 2	CSME 1453	Chemical Reformation & Theory	FALL
Cosmetology 2	CSME 2401	Principles of Hair Color & Theory	SPRING
Esthetics	CSME 1547	Principles of Skin Care/ Facials	FALL
Esthetics	CSME 2541	Preparation for State License Exam	SPRING

CULINARY	Galveston College Course	Galveston College Course Name	Term Offered
Principles of Hospitality & Tourism *articulated credit	HAMG 1221	Intro to Hospitality Industry	FALL & SPRING
Intro to Culinary	CHEF 1205	Sanitation & Safety	FALL
Intro to Culinary	RSTO 23207	Catering	SPRING
Culinary Arts	CHEF 1301	Basic Food Preparation	FALL
Culinary Arts	CHEF 2302	Saucier	SPRING
Advanced Culinary Arts	PSTR 1301	Fundamentals of Baking	FALL
Adv. Culinary Arts	CHEF 1341	American Regional Cuisine	SPRING

<b>EMT BASIC</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of Health Science *articulated credit	HPRS 1201	Intro to Health Professions	FALL & SPRING
Medical Terminology	HITT 1305	Medical Terminology	FALL
Medical Terminology	HITT 1353	Legal & Ethical Aspects of Health Information	SPRING
Emergency Medical Technician	EMSP 1501	EMT	FALL
Emergency Medical Technician	EMSP 1160	Clinical - EMT	SPRING

<b>HEALTH INFORMATICS</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of Health Science *articulated credit	HPRS 1201	Intro to Health Professions	FALL & SPRING
Medical Terminology	HITT 1305	Medical Terminology	FALL
Medical Terminology	HITT 1353	Legal & Ethical Aspects of Health Information	SPRING
Medical Intervention, Evaluation & Research	HITT 2330	Pathophysiology & Pharmacology	FALL
Medical Intervention, Evaluation & Research	MDCA 1309	A & P Medical Assistants	SPRING
Healthcare Management & Administration	POFM 1327	Medical Insurance	FALL
Healthcare Management & Administration	HITT 1341	Coding and Classification	SPRING

<b>Imaging Technology Radiography</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Intro to Imaging Technology *Articulated credit	RADR 1309	Intro to Radiology and Patient Care	FALL
Medical Terminology *Articulated credit	RADR 2209	Radiology Imaging Equipment	SPRING
Imaging Technology I	RADR 2313	Radiology Biology and Safety	FALL
Imaging Technology I	RADR 1411	Basic Radiology Procedures	SPRING
Imaging Technology II	RADR 1302 RADR 1313	Radiographic Image Evaluation I Principles of Radiographic Imaging I	FALL
Imaging Technology II	RADR 1166 RADR 2217	Practicum I Pathology	SPRING
Practicum in Health Science	RADR 1268	Practicum II	FALL
Practicum in Health Science	RADR 1368 RADR 2235	Practicum III Seminar Class	SPRING

<b>LOGISTICS</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of D & L	LMGT 1319	Introduction to Business Logistics	FALL
Principles of D & L	LMGT 1321	Introduction to Materials Handling	SPRING
Concepts of D & L Technology	OSHT 1301	Introduction to Safety and Health	FALL
Concepts of D & L Technology	IBUS 1341	Global Supply Chain Management	SPRING
Occupational Safety & Environmental Tech. I	LMGT 1425	Warehouse and Distribution Center Management	FALL
Occupational Safety & Environmental Tech. I	BMGT 1331	Production and Operations Management	SPRING
Practicum of D & L	IBUS 1301 IBUS 1302	Principles of Exports Principles of Imports	FALL
Practicum of D & L	LMGT 1393 LMGT 1423	Special Topics in Logistics Domestic and International Transportation	SPRING

<b>PARALEGAL STUDIES</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Public Safety, Corrections & Security	CRIJ 1301	Intro to Criminal Justice	FALL
Public Safety, Corrections & Security	CRIJ 1310	Fundamentals of Criminal Law	SPRING
Legal Research and Writing	LGLA 1301	Legal Research and Writing	FALL
Advanced Legal Skills Professions	LGLA 1313	Intro to Paralegal Studies	SPRING
Business Law	LGLA 1345	Civil Litigation	FALL
Courts Systems Practices	LGLA 1317	Law Office Technology	SPRING

<b>SURGICAL TECHNICIAN Prerequisites</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Principles of Health Science *articulated credit	HPRS 1201	INTRO TO HEALTH PROFESSIONS	FALL & SPRING
Medical Terminology	HITT 1305	MEDIAL TERMINOLOGY I	FALL
Medical Terminology	HITT 1353	LEGAL & ETHICAL ASPECTS OF HEALTH INFORMATION	SPRING
Practicum in Health Science	MDCA 1309 (OR SCIT 1307)	ANATOMY & PHYSIOLOGY FOR MEDICAL ASSISTANTS	FALL
Practicum in Health Science	SRGT 1505	INTRO TO SURGICAL TECHNOLOGY	SPRING

<b>TEACHING &amp; LEARNING</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Practicum in Education & Training	EDUC 1301	Introduction to the Teaching Profession	FALL
Practicum in Education & Training	EDUC 2301	Introduction to Special Populations 132	SPRING

<b>WELDING</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Intro to Welding * Articulated Credit	WLDG 1313	Intro Blueprint Reading	FALL
Intro to Welding * Articulated Credit	WLDG 1407	Intro to Welding Using Multiple Processes	SPRING
Welding 1	WLDG 1428	Intro to Shielded Metal Arc Welding (SMAW)	FALL
Welding 1	WLDG 1434	Intro to Gas Tungsten Arc Welding (GTAW)	SPRING
Welding 2 + Lab	WLDG 2443	Advanced Shield Metal Arc Welding	FALL
Welding 2 + Lab	WLDG 1435	Intro to Pipe	SPRING
Extended Welding Practicum	WLDG 2413	Intermediate Welding Using Multiple Processes	FALL
Extended Welding Practicum	WLDG 1317	Introduction to Layout and Fabrication	SPRING



**Galveston  
College**

**DUAL CREDIT**

**MAIN CAMPUS**

4015 Avenue Q Galveston, TX 77550

**CHARLIE THOMAS FAMILY  
APPLIED TECHNOLOGY CENTER**

7626 Broadway Galveston, TX 77554

**PHONE**

409-944-4242

**WEBSITE**

GC.EDU





**Galveston  
College**

**DUAL CREDIT**

**INSTRUCTIONAL AGREEMENT**

**Galveston College**

**and**

**Hamshire-Fannett Independent School District**

**ACADEMIC YEAR**

**2026-2027**

## **INSTRUCTIONAL AGREEMENT**

Galveston College (herein as the "College") and Hamshire-Fannett Independent School District, (herein as the "HFISD") enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2026-2027**.

### **I. PURPOSE**

Galveston College and the Hamshire-Fannett Independent School District support and believe in a partnership that will provide opportunities for qualified high school students to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, Galveston College agrees to provide college-level instruction for HFISD. Further, the College and the HFISD agree that it is the responsibility of the College to grant college credit, and it is the responsibility of HFISD to grant high school credit.

### **II. DUAL CREDIT PROGRAM GOALS**

According to Texas HB 1638, Galveston College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent school districts and institutions, Galveston College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

### III. STUDENT ELIGIBILITY REQUIREMENTS

Students enrolled at HFISD may be eligible to participate in dual credit classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an Associate Degree may be admitted if the student:
  - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), or as per the [Texas Administrative Code Rule §4.86](#)
    - a1. The college may enroll students who have not met this eligibility in MATH 1332 which can be used as a College Connect Course, or as per the [Texas Administrative Code Rule §4.344](#)
    - a2. Students may enroll as non-degree seeking and be allowed to take standard academic classes on their first semester up to 14 credit hours on a case by case basis.
  - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
  - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
  - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
3. To be eligible for enrollment in a dual credit course offered by the College, a student must meet all of the College's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).
4. In the case of certain emergencies such as hurricane, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and HFISD will employ holistic advising to ensure proper student eligibility.

#### **IV. LOCATION AND STUDENT COMPOSITION OF CLASSES**

1. Dual Credit courses may be taught on the College campus, online, or on the high school campus. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus instruction, as promulgated by the THECB.
2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit only and partly of students enrolled for AP, and/or college credit, may be allowed under one of the following conditions:
  - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course;
  - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
  - c. If the course is a career and technology/college workforce course and high school credit-only students are able to earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Dual Credit classes regardless of location will follow an approved College calendar.

#### **V. FACULTY SELECTION, SUPERVISION, AND EVALUATION**

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). 138

3. Instructors teaching courses which result in the award of college credit will be employed faculty members of the College or must meet the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College.
4. All instructor's applications for employment and official transcripts from each college or university attended will be kept on file at the College.
5. The College and the School District agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and School District personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

## **VI. ELIGIBLE COURSES**

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOSC or POSC. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.
2. Remedial and developmental courses may not be offered for dual credit and are not eligible courses under this agreement.
3. A course equivalency crosswalk of academic dual credit courses and high school classes are included in Appendix A.

## **VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.
2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Instructional materials should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the instructional material must be approved in advance by the appropriate instructional department of

the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Courses that offer Inclusive Access will need to be accepted by the student to guarantee access to course materials.

5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the appropriate course syllabus. Faculty teaching dual credit courses will report a general scale mid-term letter grade and final grade as required by college policy and as outlined in the syllabus to the College and will report a numeric grade to HFISD which is responsible for recording the numeric grade in accordance with their established policies and guidelines.
6. The College and HFISD agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and School District will collaborate on ways to ensure that all Dual Credit students are provided with the means to succeed.
7. Faculty, who are responsible for teaching dual credit classes, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or the HFISD. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

## **VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES**

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.
2. Student Services
  - a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
  - b. HFISD agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. The School District further agrees to provide official high school transcripts, test scores, and certifications that may be required by the College during the admission and

registration process.

- c. The College and HFISD agree to work together to plan and to try to schedule dual credit enrollment classes a semester in advance of offering the course(s).

### 3. Learning Resources

- a. The College agrees to grant HFISD students enrolled in College courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, Galveston College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. HFISD agrees to allow those students currently enrolled in Galveston College courses, within the school's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and HFISD agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistently with their policies and procedures to ensure that the past due books and/or materials are returned in an expedient a manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.
- e. To be eligible for these privileges at the College a student must present proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

## **IX. TRANSCRIPTING OF CREDIT**

1. For workforce and academic dual credit courses, which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.

2. For workforce and academic dual credit courses which may result in high school-level credit, HFISD will transcript all course work in accordance with the HFISD's normal policies and procedures immediately following the end date of the course. Further, HFISD agrees to make available in the same manner as it does to its other students an official high school transcript that may be sent to other schools, colleges, or locations, as the student so designates.

## **X. FUNDING**

1. College Tuition and Fees.
  - a. The College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
  - b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
  - c. Standard required fees include building use, general services, student services, registration, lab, and internet fees.
  - d. The College and HFISD agree to collaborate to submit applications for the Financial Aid for Swift Transfer (FAST) scholarships for all qualified students.
  - e. HFISD will provide student TSDS ID# for all enrolled dual credit students in a timely manner to determine student FAST scholarship qualifications based on TEA and THECB shared reports for eligible students.
  - f. HFISD agrees to pay for the cost of tuition, fees, instructional materials, and required student supplies or to indicate to the College who is responsible for tuition, fees, instructional materials, and required student supply items.
  - g. HFISD agrees to settle all account receivables with the College within 30 days of the billing date. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.
2. Drops and Withdrawals - Tuition and Fee Refunds.
  - a. If for any reason it becomes necessary for a student who has registered for a College class to withdraw or drop the class, the College and HFISD agree

that it is the responsibility of the student to officially withdraw or drop the college course.

- b. A student may add or drop a course prior to the official census date for the course. Students must clear any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind.
- c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.
- d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for the course.

**XI. TERMS OF THE AGREEMENT**

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of the Hamshire-Fannett Independent School District. If so approved, the Agreement shall be for the 2026-2027 academic year.

The agreement may be amended or extended by written addendum to this agreement.

If it is the intention of one party to terminate this agreement, the one party shall provide a one hundred twenty (120) day written notice to the other party of their intention to terminate this Agreement.

All notices and communications related to this agreement shall be addressed to the respective educational administrator.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the Hamshire-Fannett Independent School District Board of Trustees, executed by the Hamshire-Fannett Independent School, and signed by its Superintendent.

By \_\_\_\_\_  
Dr. Dwaine K. Augustine, Superintendent

Date \_\_\_\_\_  
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**ADDENDUM - A**

- I. Students who are enrolled in dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course).
  
- II. Galveston College agrees to WAIVE the following required FEES for dual credit students taking classes at the high school, at Galveston College, or online:
  - a. Building use, general services, student services, registration, lab, and internet fees.
  - b. Out-of-district and non-residential fees.
  - c. The minimum registration requirement of six (6) credit hours.
  
- III. Hamshire-Fannett ISD agrees to PAY for the following FEES aggregated to cost of tuition for dual credit students, as applicable per students' enrolled courses.
  - a. Course fees
  - b. Student insurance
  - c. Inclusive Access
  - d. Exam fees
  
- IV. In accordance with current rules and guidelines, required college instructional materials shall be furnished to the student enrolled in dual credit classes at Hamshire-Fannett ISD either through Inclusive Access with registration of course(s) or provided at no charge to the student by the school.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. W. Myles Shelton, President

Approved by the Hamshire-Fannett Independent School District Board of Trustees, executed by the Hamshire-Fannett Independent School District, and signed by its Superintendent.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. Dwaine K. Augustine, Superintendent

## APPENDIX- A

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Academic Credits** -These are general education courses that prepare students for transferring to a university. All GC dual credit classes are part of the Texas Common Core: classes that all public Texas Colleges and Universities must accept. However, it is highly recommended to speak with the intended transfer institution to discuss which courses will be accepted and how those courses will apply to a degree plan.

High School Course Name	Galveston College Course	Galveston College Course Name	Term Offered
Anatomy & Physiology	BIOL 2401	Anatomy & Physiology I	FALL
Anatomy & Physiology	BIOL 2402	Anatomy & Physiology II	SPRING
Biology	BIOL 1406	General Biology I	FALL
Biology	BIOL 1407	General Biology II	SPRING
Business & Professional Communication	SPCH 1321	Business & Professional Communication	FALL & SPRING
Calculus	MATH 2413	Calculus I	FALL
Calculus	MATH 2414	Calculus II	SPRING
Chemistry	CHEM 1411	General Chemistry I	NIGHT or SUMMER
Chemistry	CHEM 1412	General Chemistry II	NIGHT or SUMMER
College Algebra	MATH 1314	College Algebra	FALL & SPRING
College Statistics	MATH 1342	Elementary Statistics	FALL
Contemporary Math	MATH 1332	Contemporary Mathematics	FALL
Economics	ECON 2301	Principles of Macroeconomics	*SPRING 2026
Education	EDUC 1301	Intro to Education	FALL
Education	EDUC 2301	Intro to Special Populations	SPRING
English III or IV	ENGL 1301	Composition I	FALL
English III or IV	ENGL 1302	Composition II	SPRING
English IV	ENGL 2322	British Literature I	SPRING
English IV	ENGL 2311	Technical Writing	FALL
Environmental Science +Lab	ENVR 1301/ ENVR 1101	Environmental Science I + Lab	FALL
Environmental Science + Lab	ENVR 1302/ ENVR 1102	Environmental Science II + Lab	SPRING
Federal Government	GOVT 2305	Federal Government	FALL & SPRING
Learning Framework	PSYC / EDUC 1300	Learning Framework	FALL & SPRING
Music Appreciation	MUSI 1306	Music Appreciation	FALL & SPRING
Philosophy	PHIL 1301	Intro to Philosophy	FALL & SPRING
Physics	PHYS 1401	College Physics I	NIGHT or SUMMER

**Continued Academic Courses**

<b>High School Course Name</b>	<b>Galveston College Course</b>	<b>Galveston College Course Name</b>	<b>Term Offered</b>
Physics	PHSY 1402	College Physics II	NIGHT or SUMMER
Pre-Calculus	MATH 2312	Pre-Calculus	SPRING
Psychology	PSYC 2301	General Psychology	FALL & SPRING
Sociology	SOCI 1301	Introductory Sociology	FALL & SPRING
Texas Government	GOVT 2305	Texas Government	FALL & SPRING
US History	HIST 1301	US History I	FALL
US History	HIST 1302	US History II	SPRING
Western Civilization	HIST 2311	Western Civilization I	FALL
Western Civilization	HIST 2312	Western Civilization II	SPRING



**Galveston  
College**

**DUAL CREDIT**

**MAIN CAMPUS**

4015 Avenue Q Galveston, TX 77550

**CHARLIE THOMAS FAMILY  
APPLIED TECHNOLOGY CENTER**

7626 Broadway Galveston, TX 77554

**PHONE**

409-944-4242

**WEBSITE**

GC.EDU





**Galveston  
College**

**DUAL CREDIT**

**INSTRUCTIONAL AGREEMENT**

**GALVESTON COLLEGE**

**and**

**Dickinson Independent School District**

**ACADEMIC YEAR**

**2026-2027**

## INSTRUCTIONAL AGREEMENT

Galveston College (herein as the "College") and Dickinson ISD, a Texas public charter district (referred to herein as the "School"), enter into the following Instructional Agreement, evidenced by the following, for the Academic Year **2026-2027**.

### **I. PURPOSE**

Galveston College and Dickinson ISD support and believe in a partnership that will provide opportunities for qualified high school students to participate in dual credit classes, academic and workforce, all of which may allow the high school student to receive both high school and college-level credit for successfully completing college-level courses. Therefore, Galveston College agrees to provide college-level instruction for Dickinson ISD. Further, the College and Dickinson ISD agree that it is the responsibility of the College to grant college credit, and it is the responsibility of Dickinson ISD to grant high school credit.

### **II. DUAL CREDIT PROGRAM GOALS**

According to Texas HB 1638, Galveston College has established four overall goals that guide every facet of the Dual Credit program:

Goal 1: In conjunction with partner independent schools and institutions, Galveston College will utilize meaningful and relevant outreach strategies to ensure that students and parents are given information regarding all aspects of the Dual Credit program, including benefits of participation, enrollment and financial policies.

Goal 2: The Dual Credit program will facilitate effective and collaborative procedures that ensure students successfully transition to post-secondary education as well as accelerate through degree programs for maximum student success and achievement.

Goal 3: Every Dual Credit student will receive and have continual access to advising in academic and college readiness domains as well as support services that will help in the successful completion of post-secondary courses.

Goal 4: Dual Credit courses offered will be of the highest academic quality and offer a rigorous post-secondary curriculum that will be sufficient enough to ensure student success in all other post-secondary courses taken.

### **III. STUDENT ELIGIBILITY REQUIREMENTS**

Students enrolled at Dickinson ISD may be eligible to participate in dual credit classes at the College based on the following conditions:

1. A high school student who seeks to enroll in an academic course(s), a transfer course(s), or courses leading to an associate degree may be admitted if the student:
  - a. Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative on relevant section(s) of an assessment instrument approved by the Texas Higher Education Coordinating Board (THECB), or as per the [Texas Administrative Code Rule §4.86](#)
    - a1. The college may enroll students who have not met this eligibility in MATH 1332 which can be used as a College Connect Course, or as per the [Texas Administrative Code Rule §4.344](#)
    - a2. Students may enroll as non-degree seeking and be allowed to take standard academic classes on their first semester up to 14 credit hours on a case by case basis.
  - b. Demonstrates that he or she is exempt under the provisions of the Texas Success Initiative.
2. A high school student is eligible to enroll in workforce education dual credit classes if the student demonstrates that he or she has achieved the minimum high school-level competencies in the areas of Mathematics and/or English/Language Arts as required for entry into the workforce program.
  - a. A student may enroll only in those workforce-education dual credit courses for which the student has demonstrated eligibility.
  - b. A student who is exempt from taking an exit-level test may be otherwise evaluated by the College to determine eligibility for enrolling in a workforce-education dual credit course(s).
3. In the case of certain emergencies such as hurricanes, pandemic or other forced closures and the previously mentioned measurements are not available, both the College and Dickinson ISD will employ holistic advising to ensure proper student eligibility.

#### **IV. LOCATION AND STUDENT COMPOSITION OF CLASSES**

1. Dual Credit courses may be taught on the College campus, online, or on the high school campus. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught online the College shall comply with all applicable rules and procedures relating to distance education and off-campus instruction, as promulgated by the THECB.
2. Dual credit courses may be composed of dual credit students only or a class may be composed of dual credit students and regular college-credit students. Exceptions for a mixed class, a class composed partly of students enrolled for high school credit only and partly of students enrolled for AP, and/or college credit, may be allowed under one of the following conditions:
  - a. If the course involved is required for completion under the State Board of Education's Foundation High School Program, Foundation with Endorsement or Foundation with Endorsement Distinguished Level's graduation requirements, and the high school is otherwise unable to offer such a course;
  - b. If the course involved is limited to dual credit students and College Board Advanced Placement students; or,
  - c. If the course is a career and technology/college workforce course and high school credit-only students can earn articulated college credit.
3. Students must be registered for college credit by the official census date for the dual credit course; otherwise, the student will not be considered a dual credit student and will not be awarded college credit for the course.
4. It is the responsibility of the high school to certify to the College that these requirements have been met, and it is the responsibility of the College to verify that classes are taught in compliance with this section. Further, should it be determined that this section has been violated, at the sole discretion of the College, the College may deny credit to any single student and/or all students who participated in an unapproved mixed class.
5. Dual Credit classes regardless of location will follow an approved College calendar.

#### **V. FACULTY SELECTION, SUPERVISION, AND EVALUATION**

1. The College will select, supervise, and evaluate instructors for courses which result in the award of college credit. The College shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the College.
2. All instructors must meet the requirements of the College and the minimal requirements as specified by College Policy and SACSCOC.
3. Instructors teaching courses which result in the award of college credit will be

employed faculty members of the College and will be subject to the same standards, review, and approval procedures used by the College to select faculty responsible for teaching the courses at the main campus of the College.

4. All instructor's applications for employment and official transcripts from each college or university attended will be kept on file at the College.
5. The College and the DISD agree to share information regarding Dual Credit faculty through safe and discreet methods. These methods will include password protected documents, collaboration with appropriate College and School personnel to ensure confidentiality among others to ensure all information is transmitted and shared securely.

## **VI. ELIGIBLE COURSES**

1. Academic courses offered for Dual Credit must be identified as a college-level academic course in the current edition of the Community College Academic Course Guide Manual (ACGM) and must be simultaneously identified by the College as a course that has been included in the College's core curriculum, or foreign language course, or state approved FOSC or POSC. College-level workforce courses offered by the College must be included in an approved Associate of Applied Science (AAS) Degree or certificate program.
2. Remedial and developmental courses may not be offered for dual credit courses and are not eligible courses under this agreement.
3. A course equivalency crosswalk of workforce dual credit courses and high school classes are included in Appendix A.

## **VII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

1. The College shall ensure that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, rigor, and method of student evaluation. These standards shall be upheld regardless of the student composition of the class.
2. Identified course outcomes/learning objectives must meet all college requirements.
3. The regular academic policies applicable to courses taught at the College's main campus will apply to the dual credit courses. These policies include an appeal process for disputed grades, drop policy, the communication of the grading policy to students, when the syllabus must be distributed, etc.
4. Course materials including textbooks or electronic textbooks (Inclusive Access material) should be identical to those approved for use on the main campus. Should an instructor propose an alternative textbook, the instructional materials must be approved in advance by the appropriate instructional department of the College. Other instructional materials for dual credit courses must be identical or at an equivalent level to materials used on the main campus of the College. Courses that

offer Inclusive Access will need to be accepted by the student to guarantee access to course materials.

5. Courses which result in college-level credit will follow the standard grading practices of the College, as identified in college policy and as set forth in the appropriate course syllabus. Faculty teaching dual credit courses will report a general scale mid-term letter grade and final grade as required by college policy and as outlined in the syllabus to the College, and will report a numeric grade to the DISD, which is responsible for recording the numeric grade in accordance with their established policies and guidelines.
6. The College and Dickinson ISD agree to provide quality online learning experiences for all Dual Credit students. As online instructional needs arise, the College and DISD will collaborate on ways to ensure that all Dual Credit students are provided the means to succeed.
7. Faculty, who are responsible for teaching dual credit classes, are responsible for keeping appropriate records, certifying census day class rolls at the beginning of the semester, providing interim reports, certifying final grade reports at the end of the semester, certifying attendance, and providing other reports and information as may be required by the College and/or the Dickinson ISD. Faculty and appropriate College Dual Credit staff will communicate how students can view their grades; utilize college communication tools such as e-mail as well as manage FERPA expectations.

## **VIII. STUDENT AND EDUCATIONAL SUPPORT SERVICES**

1. Students in dual credit courses shall be eligible to utilize the same or comparable support services that are afforded to college students on the main campus. The College is responsible for ensuring timely and efficient access to such services as academic advising and counseling, learning resources (e.g., library resources), and other benefits for which the student may be eligible.
2. Student Services
  - a. The College agrees to provide appropriate academic support services, including academic advising/counseling, to students who are participating in dual credit classes. Further, the College agrees to assist students in completion of the admission and registration forms and provide an accessible process.
  - b. Dickinson ISD agrees to work with the College to provide an appropriate and accessible registration process and agrees to assist students in the completion of the admission and registration forms. Dickinson ISD further agrees to provide official high school transcripts, test scores, and such certifications that may be required by the College during the admission and registration process.
  - c. The College and Dickinson ISD agree to work together to plan dual

credit enrollment classes a semester in advance of offering the course(s).

### 3. Learning Resources

- a. The College agrees to grant Dickinson ISD students enrolled in College courses the same rights, privileges, and access to the library's collections and services as students enrolled in courses on the College campuses. In addition, Galveston College will offer these students access to the library's electronic information resources through the Internet, subject to the College's licensing contracts with its vendors and available technology.
- b. Dickinson ISD agrees to allow those students currently enrolled in Galveston College courses, within the Dickinson ISD's facilities, access to the information resources available in the district. These students are under the same rules and regulations as other students of the district and are subject to the same fines and penalties.
- c. The College and Dickinson ISD agree that if at the end of a semester, there are overdue materials belonging to one institution which were used in the completion of the other's course, the lending library will notify the other so that the student's record will show the obligation. Each library will take steps consistently with their policies and procedures to ensure that the past due books and/or materials are returned in an expedient a manner as possible. Upon return of the material the lending library will notify the other that the student has cleared their obligation.
- d. The College will, in conjunction with the partner institution, consider the use of free or low-cost open educational resources in dual credit courses.
- e. To be eligible for these privileges at the College a student must present proof of current enrollment. This may take the form of, but is not limited to, a current student ID card, bill for registration, or a class schedule.

### **IX. TRANSCRIPTING OF CREDIT**

1. For workforce and academic dual credit courses, which may result in college-level credit, the College will transcript all course work in accordance with the College's normal policies and procedures immediately following the end date of the course. Furthermore, the College agrees to make available in the same manner as it does to its regular college students an official college transcript of credits that may be sent to the college, university, or other location of the student's choice.
2. For workforce and academic dual credit courses which may result in high school-level credit, Dickinson ISD will transcript all course work in accordance with the schools 's normal policies and procedures immediately following the end date of the course. Further, Dickinson ISD agrees to make available in the same manner as it does to its other students an official high school transcript

that may be sent to other schools, colleges, or locations, as the student so designates.

## **X. FUNDING**

### 1. College Tuition and Fees.

- a. The College agrees to waive out-of-district and non-resident fees for dual credit students taking classes at the high school, the College, or online.
- b. The College agrees to charge the standard tuition and special course fees, excluding standard required, out-of-district and non-resident fees, unless noted otherwise in Addendum A, as approved by the Galveston College Board of Regents and as published in the Galveston College Catalog. The Galveston College Board of Regents reserves the right to change the policies and procedures of the College, without notice, including tuition and fees, in accordance with the cost of instruction and state laws.
- c. Standard required fees include building use, general services, student services, registration, lab, and internet fees.
- d. The College and Dickinson ISD agree to collaborate to submit applications for the Financial Aid for Swift Transfer (FAST) scholarships for all qualified students.
- e. Dickinson ISD will provide student TSDS ID# for all enrolled dual credit students in a timely manner to determine student FAST scholarship qualifications based on TEA and THECB shared reports for eligible students.
- f. Dickinson ISD agrees to pay for the cost of tuition, fees, instructional materials, and required student supplies or to indicate to the College who is responsible for tuition, fees, instructional materials, and required student supply items.
- g. Dickinson ISD agrees to settle all account receivables with the College within 30 days of the billing date. Students whose tuition and fees are not paid by the official college census day of the class or who do not have a valid account receivable as of the official college census date will be dropped from the college roll and must be removed from the class in accordance with Section X Part 2 of this agreement.

### 2. Drops and Withdrawals - Tuition and Fee Refunds.

- a. If for any reason it becomes necessary for a student who has registered for a College class to withdraw or drop the class, the College and Dickinson ISD agree that it is the responsibility of the student to officially withdraw or drop the college course.

- b. A student may add or drop a course prior to the official census date for the course. Students must clear any changes with High School Counselor. Students who drop prior to the official college census date will not receive a college grade of any kind.
- c. A student may withdraw from a course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester or on or before the last day to drop a class of a term as designated in the college calendar.
- d. Students attending class on or off campus may initiate a withdrawal through the Student Success Advisor for Dual Credit. A student who discontinues class attendance and does not officially drop the course on or before the last day to drop a course will receive a performance grade for the course.

**XI. TERMS OF THE AGREEMENT**

This agreement shall not become effective unless and until approved by the Galveston College Board of Regents and the Board of Trustees of Dickinson ISD. If so approved, the Agreement shall be for the 2026-2027 academic year.

The agreement may be amended or extended by written addendum to this agreement.

If it is the intention of one party to terminate this agreement, the one party shall provide a one hundred twenty (120) day written notice to the other party of their intention to terminate this Agreement.

All notices and communications related to this agreement shall be addressed to the respective educational administrator.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_  
Dr. W. Myles Shelton, President

Date \_\_\_\_\_

Approved by the Dickinson ISD Board of Trustees, executed by Dickinson ISD, and signed by its Superintendent.

By \_\_\_\_\_  
Dr. Rebecca Brown, Superintendent

Date \_\_\_\_\_

**ADDENDUM - A**

- I. Students who are enrolled in dual credit classes, regardless of location or mode of instruction, shall pay \$56 per semester hour (\$168 per 3 semester hour course or \$224 per 4 semester hour course).
  
- II. Galveston College agrees to WAIVE the following required FEES for dual credit students taking classes at the high school, at Galveston College, or online:
  - a. Building use, general services, student services, registration, lab, and internet fees.
  - b. Out-of-district and non-residential fees.
  - c. The minimum registration requirement of six (6) credit hours.
  
- III. Dickinson ISD agrees to PAY for the following FEES aggregated to cost of tuition for dual credit students, as applicable per students' enrolled courses.
  - a. Course fees
  - b. Student insurance
  - c. Inclusive Access
  - d. Exam fees
  
- IV. In accordance with current rules and guidelines, required college instructional materials shall be furnished to the student enrolled in dual credit classes at Dickinson ISD either through Inclusive Access with registration of course(s) or provided at no charge to the student by the School.

Approved by the Galveston College Board of Regents, executed by Galveston College, and signed by its President.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. W. Myles Shelton, President

Approved by the Dickinson ISD Board of Trustees, executed by Dickinson ISD, and signed by its Superintendent.

By \_\_\_\_\_ Date \_\_\_\_\_  
Dr. Rebecca Brown, Superintendent

## APPENDIX- A

### GALVESTON COLLEGE COURSE EQUIVALENCY CROSSWALK

**Academic Credits** -These are general education courses that prepare students for transferring to a university. All GC dual credit classes are part of the Texas Common Core: classes that all public Texas Colleges and Universities must accept. However, it is highly recommended to speak with the intended transfer institution to discuss which courses will be accepted and how those courses will apply to a degree plan.

Imaging Technology Radiography	Galveston College Course	Galveston College Course Name	Term Offered
Intro to Imaging Technology	RADR 1309	Intro to Radiology and Patient Care	FALL
Medical Terminology	RADR 2209	Radiology Imaging Equipment	SPRING
Imaging Technology I	RADR 2313	Radiology Biology and Safety	FALL
Imaging Technology I	RADR 1411	Basic Radiology Procedures	SPRING
Imaging Technology II	RADR 1302 RADR 1313	Radiographic Image Evaluation I Principles of Radiographic Imaging I	FALL
Imaging Technology II	RADR 1166 RADR 2217	Practicum I Pathology	SPRING
Practicum in Health Science	RADR 1268	Practicum II	FALL
Practicum in Health Science	RADR 1368 RADR 2235	Practicum III Seminar Class	SPRING



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College**

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Consider Approval of Continuing Education Occupational Skills Award (OSA) Certificate in Shipfitter Helper Fabrication

Staff is requesting Board approval to offer additional Continuing Education Certificates in Shipfitting beginning in the Summer 2026 semester. This new certificate will prepare students for work in the ship building industry. This program was developed in collaboration with a local employer and is tailored to prepare individuals for careers in ship building, fabrication, and pipefitting within the maritime industry.

Shipfitters are responsible for using various tools and equipment in the fabrication, assembly, and erection of metal parts for the construction of modular units, which are utilized in the various stages of building a marine vessel. Adding these CE certificates will allow the College to officially graduate these students with an award that will be recognized by potential employers.

Shipfitter Helper Fabrication OSA Certificate (CIP Code 48.0511)

Prefix	Number	Course Name	Course Type	Contact Hours
SHPF	1077	Intermediate Blueprints for Shipfitters	WECM	96
SHPF	1078	Ship Fabrication and Installation II	WECM	128
TECM	1001	Industrial Mathematics	WECM	48
<b>OSA Certificate Total</b>				<b>272</b>

Consider Approval of Proposal to Purchase Laptop Computers  
and Laptop Charging Cart for Engineering Technology

Staff requests approval of this proposal to purchase new laptop computers and laptop charging cart for the instructional lab for the Engineering Technology Program. All hardware will be acquired from Dell Midwestern Higher Education Compact (MHEC) Master Agreement (Contract Code C000000979569), and the total cost of purchase is \$43,679.84. The source of the funding is the Education and General Fund. A breakdown of the cost along with equipment specifications follows:

- Laptop Computers:
  - Model: Dell Pro 14
  - CPU: Intel Core 5 10 Core CPU rated up to 5GHz
  - Memory: 16 Gigabytes
  - Hard Drive: 1 TB Non-Volatile Memory Solid State Hard Drive
  - Built-In Screen Size: 14” Touch Screen
  
- Laptop Charging Cart:
  - Ergotron YES36 Adjustable, Pre-Wired Charging Cart

All equipment includes a 3-year warranty.

Vendor/Quotes	Item/Quotes	Funding Sources	Cost
Dell Midwestern Higher Education Compact (MHEC) Master Agreement Contract Code: C000000979569	3000200917542.1 N-237 Instructional Lab Laptops and Laptop Charging Cart	Capital Equipment Fund	\$43,679.84
Total:			\$43,679.84

Consider Approval of Proposal to Purchase Networking Equipment and Video Surveillance Cameras for New Student Residence Halls and Garage Apartments

Staff requests approval of this proposal to purchase networking equipment and supplies from Presidio (DIR-CPO-5347), and video surveillance cameras from DSC (Choice Partners Vendor #24/050MR-04) for new Student Residence Halls and Garage Apartments. The total cost of this proposal is \$145,090.15 and the source of funding is the Capital Project Fund.

The project encompasses purchasing networking equipment such as switches (and enclosures to secure them), uninterruptible power supplies (UPS'), and wireless access points to provide network connectivity for students staying at the new Residence Halls and Garage Apartments. This will then serve network connectivity and power to the video surveillance cameras which will be strategically placed for safety and security.

<b>Vendor/Quote</b>	<b>Item/Quote</b>	<b>Funding Source</b>	<b>Cost</b>
Presidio Systems Contract No: DIR-CPO-5347	Switching gear, UPS for uninterruptible power, fiber transceivers	Capital Project Fund	\$110,484.41
Design Security Controls, LLC (DSC) Choice Partners Vendor #24/050MR-04	Video surveillance cameras for security		\$34,605.74
<b>Total</b>			<b>\$145,090.15</b>

Consider Approval to Purchase Two File Cabinets and an Office Chair for the Business Office

Staff requests Board approval to purchase two additional file cabinets, the same model currently in use, and a new office chair from Office Depot (Omina Partner #54140). The file cabinets will replace existing units that are more than 20 years old, and cost \$859.96 each, for a total of \$1,719.92. The office chair is \$379.28. The total cost for both purchases is \$2,099.20.

This purchase will ensure consistency with existing equipment and support operational needs. It requires board approval, as total furniture expenditures for the fiscal year have exceeded \$100,000. Funding for this purchase will be the Education and General Fund.

Staff recommends approval.

Consider Approval of Senate Bill 17 (2023 Legislative Session) Compliance Reporting  
Certification Form for FY2026

Senate Bill 17 requires the governing board of each Texas public institution of higher education to annually certify compliance with the bill's provisions for the preceding fiscal year to the Texas legislature and the Texas Higher Education Coordinating Board (THECB). Galveston College may not spend money that has been appropriated to it for fiscal year 2027 until the governing board certifies its compliance for fiscal year 2026 to the legislature and the Coordinating Board.

The certification is due to the legislature and the Coordinating Board on or before September 1, 2026. Upon approval, and signature from the Board Chair and President, this certification will be submitted as required.

I certify, under penalty of perjury and the loss of funding to Galveston College, that Galveston College has complied with the requirements in Tex. Educ. Code § 51.3525:

(\_\_\_\_\_), I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(A), this institution does not, except as required by federal law, have any office, division or unit with the established purpose of:

- influencing hiring or employment practices at the institution with respect to race, sex, color, or ethnicity, other than through the use of color-blind and sex-neutral hiring processes in accordance with any applicable state and federal antidiscrimination laws;
- promoting differential treatment of or providing special benefits to individuals on the basis of race, color, or ethnicity;
- promoting policies or procedures designed or implemented in reference to race, color, or ethnicity, other than policies or procedures approved in writing by this institution's general counsel and the Texas Higher Education Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law; or
- conducting trainings, programs, or activities designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation, other than trainings, programs, or activities developed by an attorney and approved in writing by this institution's general counsel and the Texas Higher Education Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law.

(\_\_\_\_\_) I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(B), this institution has not, except as required by federal law, hired or assigned an employee of the institution, or contracted with a third party to perform the duties of a diversity, equity, and inclusion office as defined in Tex. Educ. Code § 51.3525(a).

(\_\_\_\_\_) I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(C), this institution does not, except as required by federal law, compel, require, induce, or solicit any person to provide a diversity, equity, and inclusion statement or give preferential consideration to any person based on the provision of a diversity, equity, and inclusion statement.

(\_\_\_\_\_) I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(D), this institution does not, except as required by federal law, give preference on the basis of race, sex, color,

ethnicity, or national origin to an applicant for employment, an employee, or a participant in any function of the institution.

(\_\_\_\_\_) I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(E), this institution does not, except as required by federal law, require any person, as a condition of enrolling at the institution or performing any institution function, to participate in diversity, equity, and inclusion training, which includes a training, program, or activity designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation, unless the training meets the exception in Tex. Educ. Code § 51.3525(b)(1)(E)(ii).

(\_\_\_\_\_) I certify, in accordance with Tex. Educ. Code § 51.3525(b)(2), that this institution has adopted policies and procedures for appropriately disciplining, including by termination, an employee or contractor of the institution who engages in conduct in violation of Tex. Educ. Code § 51.3525(b)(1)(A)-(E).

(\_\_\_\_\_) I certify, in accordance with Tex. Educ. Code § 51.3525(e), that no state appropriations to this institution for 2025 have been spent prior to submission of this certification report to the Legislature and the Texas Higher Education Coordinating Board.

(\_\_\_\_\_) I understand the State Auditor's Office will conduct a compliance audit for this institution and if violations of Tex. Educ. Code § 51.3525 are found, this institution must cure the violation within 180 days or become ineligible to receive formula funding increases, institutional enhancements, or exceptional items during the state fiscal biennium immediately following the state fiscal biennium in which the determination is made.

(\_\_\_\_\_) I understand all complaints regarding any violations made by this institution will be sent to the State Auditor's Office for review.

To ensure full compliance with Tex. Educ. Code § 51.3525, in the past fiscal year Galveston College has revised:

- Local policy AD: Education Role, Mission, Purpose, and Responsibility
- Local Policy AE: College District Goals and Objectives
- Local Policy BG: prohibiting the establishment of, or maintenance of a diversity, equity, and inclusion office, or officers
- Local Policy CFE: prohibiting diversity, equity, and inclusion initiatives related to purchasing and inappropriate vendor relations
- Local Policy DAA: prohibiting diversity, equity, and inclusion initiatives related to employment
- Local Policy FAA: prohibiting diversity,<sup>167</sup> equity, and inclusion initiatives related to admissions, and conditions of enrollment

- Please note that prior to adoption of Tex. Educ. Code § 51.3525, Galveston did not have a diversity, equity, and inclusion office, or officers, and has since adopted the policies outlined above.

(supporting documentation is attached).

Failure to return a certification form to the Texas Higher Education Coordinating Board by September 1, 2025, will be considered an act of non-compliance with the law and can subject the above referenced institution to all penalties allowed by law.

Signature of Galveston College President: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Galveston College Board Chair: \_\_\_\_\_

Date: \_\_\_\_\_

Date submitted to THECB: \_\_\_\_\_

Date submitted to the Legislature: \_\_\_\_\_

Consider Approval of FY 2027 Budget and 2026 Tax Rate Planning Calendar

Staff prepared the following FY 2027 Budget and 2026 Tax Rate Planning Calendar for Board consideration.

# 2027 Budget and 2026 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
6/3	3 business day notice for <b>6/10 regular meeting</b> ( <i>Open Meeting Notice</i> )	BL
6/10 5:30 PM	<b>Regular meeting</b>	BOR
6/18	3 business day notice for <b>6/25 budget workshop</b> ( <i>Open Meeting Notice</i> )	BL
6/25 8:30 AM	<b>1<sup>st</sup> budget workshop</b> ( <i>Board Retreat</i> )	BOR
7/10	Local deadline to submit TNT information to assessor/collector	JE/BL
7/27	Deadline for chief appraiser to certify rolls or certified estimate of value to taxing units	Appraiser
7/29	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
7/29	GCTO to begin calculation of rates	GCTO
7/29	3 business day notice for <b>8/5 2<sup>nd</sup> budget workshop and special meeting</b> to adopt proposed budget and proposed tax rate ( <i>Open Meeting Notice</i> )	BL
8/5 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	3 business day notice for <b>8/12 regular meeting</b> ( <i>Open Meeting Notice</i> )	BL
8/9	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 2023 value and proposed rates).	Assessor/Collector GC (JE) Appraiser
8/12 5:30 PM	<b>Regular meeting</b>	BOR
8/11	Publish proposed budget hearing notice; post on entity website	JE/BL
8/11	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/BL
8/13	3 business day notice for <b>8/19 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> )	BL
8/19 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 Local Policy CDB and CDB Regulation

Staff is recommending adoption of local policy CDB and CDB Regulation which will raise the capitalization threshold from \$5,000 to \$10,000, in keeping with guidelines established by the Texas Comptroller's State Property Accounting (SPA) Process User's Guide.

A copy of the policy follows with the proposed revisions.

CAPITALIZATION  
THRESHOLD

~~The capitalization threshold for fixed assets shall be \$5,000. Fixed assets shall be tracked for items equal to or greater than \$2,000, and items valued at less than \$5,000 shall be inventoried but not capitalized.~~ The capitalization thresholds for fixed assets at Galveston College shall be consistent with the recommendations and requirements of the Texas Comptroller's State Property Accounting (SPA) Process Users Guide.

<u>Asset Class</u>	<u>Capitalization Threshold</u>
Land / Land Improvements	Capitalize All
Building and Building Improvements*	\$100,000
Facilities and Other Improvements*	\$100,000
Infrastructure (Depreciable)*	\$500,000
Furniture, Equipment, and Vehicles	\$10,000
Library Books (Collections)	Capitalize All
Works of Art / Historical Treasures	Capitalize All
Computer Software (Purchased)	\$100,000

*\*Improvements are expenditures that materially increase the usefulness of the asset, enhance its efficiency, or prolong the useful life of the asset.*

Controlled Assets

Controlled assets are assets that must be secured and tracked. A controlled asset's value is below the capitalization threshold and is not depreciated or reported on the balance sheet. Controlled assets include assets with an individual acquisition cost of greater than \$2,000 and less than \$9,999.99. Computer equipment and other designated items, regardless of cost, shall be tracked and secured in accordance with College District asset control procedures.

ACCOUNTING  
INVENTORIES

CDB  
(LOCAL)

DEPRECIATION AND  
USEFUL LIVES

The College District shall use the straight-line method of depreciation. Assets shall be grouped into the categories listed below and depreciated as detailed in CDB (REGULATION):

1. Buildings;
2. Facilities and Other Improvements;
3. Furniture, Machinery, Vehicles, and Other Equipment;
4. Telecommunications and Peripheral Equipment; and
5. Library Books.

WORKS OF ART AND  
HISTORICAL  
TREASURES

Donations of works of art, historical treasures, and similar assets shall be recognized as revenues in accordance with GASB Statement No. 33.

Whether donated or purchased, collections of works of art, historical treasures, and all additions thereto shall also be capitalized if they meet all of the following conditions:

1. The collection is held for public exhibition, education, or research in furtherance of public service, rather than financial gain;
2. The collection is protected, kept unencumbered, cared for, and preserved; and
3. The collection is subject to an organizational policy that requires the proceeds from sales of collection items to be used to acquire other items for collection.

ADDITIONS,  
DISPOSALS, AND  
DELETIONS

The College District shall follow generally accepted accounting principles (GAAP), including applicable GASB statements, when accounting for additions, disposals, and deletions of fixed assets.

<b>Asset Groups and Classifications</b>	<b>Useful Life</b>	<b>Residual Value</b>
<b>Asset Groups Summary</b>		
<b>Buildings</b>	<b>50 Years</b>	<b>10%</b>
<b>Facilities and Other Improvements</b>	<b>20 Years</b>	<b>10%</b>
<b>Furniture, Machinery, Vehicles, and Other Equipment</b>	<b>10 Years</b>	<b>None</b>
<b>Telecommunications and Peripheral Equipment</b>	<b>5 Years</b>	<b>None</b>
<b>Library Books</b>	<b>15 years</b>	<b>None</b>
 <b>Detail Asset Classifications</b>		
<b>Buildings</b>		
<b>Buildings and Building Improvements</b>		
Building Exterior: Residential	50 Years	10%
Building Exterior: Office	50 Years	10%
Building Exterior: Correctional Facilities	50 Years	10%
Building Exterior: Farm	50 Years	10%
Building Exterior: Storage or Warehouse	50 Years	10%
Building Exterior: Garage or hangar	50 Years	10%
Building Exterior: Hospital	50 Years	10%
Building Exterior: Education	50 Years	10%
Building Exterior: Research	50 Years	10%
Building Exterior: Museum	50 Years	10%
Building Exterior: Chilling station/Boiler	50 Years	10%
Building Exterior: Clinics	50 Years	10%
Building Interior: Elevator	50 Years	10%
Building Interior: Carpet	50 Years	10%

<b>Asset Groups and Classifications</b>	<b>Useful Life</b>	<b>Residual Value</b>
Building Interior: Modular/Fixed furniture	50 Years	10%
Building Interior: Sprinkler system	50 Years	10%
Building Interior: Electrical	50 Years	10%
Building Interior: Ceiling	50 Years	10%
Building Interior: Curtains and drapes	50 Years	10%
Building Interior: Water system	50 Years	10%
Building Interior: Heating/Cooling system/Air circulation	50 Years	10%
Building Interior: Security	50 Years	10%
Building Interior: Cabling	50 Years	10%
Building Interior: Fire alarm system	50 Years	10%
Leasehold Improvements	50 Years	10%
<b>Facilities and Other Improvements</b>		
Fencing and Gates	20 Years	10%
Landscaping	20 Years	10%
Parking Lots/Driveways/Parking Barriers	20 Years	10%
Outside Sprinkler Systems	20 Years	10%
Recreation Areas and Athletic Fields (including bleachers)	20 Years	10%
Golf Course Facilities	20 Years	10%
Paths and Trails	20 Years	10%
Septic Systems	20 Years	10%
Stadiums	20 Years	10%
Swimming Pools, Tennis Courts	20 Years	10%
Fountains	20 Years	10%

<b>Asset Groups and Classifications</b>	<b>Useful Life</b>	<b>Residual Value</b>
Plazas and Pavilions	20 Years	10%
Retaining Walls	20 Years	10%
 <b>Furniture, Machinery, Vehicles, and Other Equipment</b>		
<b>Firearms</b>		
Hand Guns	10 Years	None
Rifles	10 Years	None
<b>Furniture</b>		
Desks	10 Years	None
Tables	10 Years	None
Chairs	10 Years	None
Cases, Cabinets, and Credenzas	10 Years	None
Personal Furniture: Bed, Dresser, Rocker	10 Years	None
Modular Furniture	10 Years	None
<b>Instructional</b>		
Musical Instruments	10 Years	None
Isolator	10 Years	None
Instructional Equipment	10 Years	None
Industrial/Manufacturing Machinery	10 Years	None
Cosmetology	10 Years	None
Kitchen Appliances and Equipment	10 Years	None
Laundry Equipment	10 Years	None
Miscellaneous Lab and Scientific Equip- ment	10 Years	None
Patient Care Miscellaneous	10 Years	None

<b>Asset Groups and Classifications</b>	<b>Useful Life</b>	<b>Residual Value</b>
Ovens and Ranges (lab)	10 Years	None
Clinical Diagnostic Instruments	10 Years	None
Analyzer (all types)	10 Years	None
Freezer (lab)	10 Years	None
Autoclaves and Sterilizers	10 Years	None
Densitometer	10 Years	None
Electrophoresis Apparatus	10 Years	None
Optical Equipment	10 Years	None
Spectrofluorometer	10 Years	None
Spectrometer	10 Years	None
Tanks, Containers, Chambers (all types)	10 Years	None
Table (exam)	10 Years	None
Wheelchairs	10 Years	None
Miscellaneous Surgical Instruments	10 Years	None
Amplifiers (all types)	10 Years	None
Baths, Water, and Shakers	10 Years	None
Centrifuge	10 Years	None
Cryostat	10 Years	None
Counter Laboratory Assembly	10 Years	None
X-Ray Equipment	10 Years	None
Dental Equipment	10 Years	None
Chromatograph	10 Years	None
Evaporators	10 Years	None
Homogenizer	10 Years	None
Micromanipulator	10 Years	None

<b>Asset Groups and Classifications</b>	<b>Useful Life</b>	<b>Residual Value</b>
Meters, Gauges, Indicators	10 Years	None
Refrigerators (lab)	10 Years	None
Ultrasound Equipment	10 Years	None
Stereotaxic Instrument and Accessories	10 Years	None
Stimulator	10 Years	None
Patient Monitoring Systems	10 Years	None
Defibrillator	10 Years	None
Electronic Module	10 Years	None
Water Purification	10 Years	None
Balance	10 Years	None
Animal Cages and Accessories	10 Years	None
Fraction Collector	10 Years	None
Hood (all types)	10 Years	None
Incubators and Accessories	10 Years	None
Micro tomes, Diamond Knives, Sharpeners	10 Years	None
Spectrophotometer	10 Years	None
Freeze Dryers and Accessories	10 Years	None
Microscopes and Accessories	10 Years	None
Oscilloscope	10 Years	None
Recording Systems	10 Years	None
Scintillation Systems	10 Years	None
Tables, Dissecting, Operating, Balancing	10 Years	None
Breathing Apparatus, Respirator	10 Years	None
EKG/ECG/EEG Apparatus	10 Years	None

<b>Asset Groups and Classifications</b>	<b>Useful Life</b>	<b>Residual Value</b>
Dialysis Equipment	10 Years	None
<b>Livestock</b>		
Horses	10 Years	None
Cows	10 Years	None
Sheep	10 Years	None
Swine	10 Years	None
Other Animals	10 Years	None
<b>Maintenance</b>		
Uninterruptible Power Supply	10 Years	None
Marine Equipment	10 Years	None
Tools	10 Years	None
Agricultural Equipment	10 Years	None
Weather Equipment	10 Years	None
Building Maintenance and Safety Equipment	10 Years	None
Power Supply, Battery, Generator	10 Years	None
Portable Building	10 Years	None
Ice machines (lab)	10 Years	None
Pumps	10 Years	None
Boat (20 ft. and longer)	10 Years	None
Boat (shorter than 20 ft.)	10 Years	None
Boat (accessories, motors)	10 Years	None
Boat (other, canoe, rowboat)	10 Years	None
Warehouse Equipment: Forklift	10 Years	None
Rotors and Heads	10 Years	None

<b>Asset Groups and Classifications</b>	<b>Useful Life</b>	<b>Residual Value</b>
Conveyer Systems	10 Years	None
Drills, Stationary	10 Years	None
Gin Machinery	10 Years	None
Grinders, Stationary	10 Years	None
Lathes, Stationary	10 Years	None
Metal Working Machines, Other, Stationary	10 Years	None
Milling Machines	10 Years	None
Pallet Trucks, Lifts, jacks, hydraulic	10 Years	None
Saws, Stationary	10 Years	None
Scales	10 Years	None
Shapers, Joiners, Planers, Stationary	10 Years	None
Sharpeners, Stationary	10 Years	None
Shears	10 Years	None
Textile Machinery	10 Years	None
Wood Working Machines, Other, Stationary	10 Years	None
Ferries	10 Years	None
<b>Office Machines / Other</b>		
GPS Equipment	10 Years	None
Calculators	10 Years	None
Typewriters, Word Processors	10 Years	None
Photocopying Equipment	10 Years	None
Fax Machines, Telecopier	10 Years	None
Office Machines	10 Years	None
Other Office Furniture	10 Years	None

<b>Asset Groups and Classifications</b>	<b>Useful Life</b>	<b>Residual Value</b>
Recreational Equipment: Bicycle, Pool Table	10 Years	None
Other Equipment	10 Years	None
<b>Services</b>		
Printing Machines and Bookbinding Equipment	10 Years	None
Security System - Card Reader, Camera and Monitor (not built-in)	10 Years	None
Mailroom Equipment: Folder, Inserter, Labeler, Band Tier	10 Years	None
<b>Vehicles</b>		
Passenger Cars	10 Years	None
Motorcycles	10 Years	None
Vehicle Inventory Components/Life	10 Years	None
Light/Medium Trucks (8600 - 14999 lbs. GVW)	10 Years	None
Medium Trucks (15000 - 26000 lbs. GVW)	10 Years	None
Vehicle Maintenance Equipment	10 Years	None
Utility Vehicles (carryalls, cargo vans, two- and four-wheel utility, SUV)	10 Years	None
Vans (up to 15 passenger)	10 Years	None
Light Trucks (under 8600 lbs. GVW)	10 Years	None
Buses (up to 28 passenger)	10 Years	None
Mounted Equipment with Truck Chassis	10 Years	None
Heavy Trucks (26001 lbs. and over)	10 Years	None
Self-propelled Roadway Equipment	10 Years	None
Trailers	10 Years	None

<b>Asset Groups and Classifications</b>	<b>Useful Life</b>	<b>Residual Value</b>
Towed Roadway Equipment	10 Years	None
Buses (29 passengers and over)	10 Years	None
Vehicle (other)	10 Years	None
 <b>Telecommunications and Peripheral Equipment</b>		
Docking Station	5 Years	None
Image Scanner	5 Years	None
Supercomputer	5 Years	None
Peripheral Devices Microcomputer: Disk, Tape, Optical	5 Years	None
Other Computer Hardware	5 Years	None
Modem and Related Devices	5 Years	None
Digital and Channel Service Units	5 Years	None
Multiplexor, Mau	5 Years	None
Communication Controllers	5 Years	None
Protocol Converters	5 Years	None
VSAT S	5 Years	None
Data Communications Diagnostic Systems	5 Years	None
Other Communications Hardware	5 Years	None
Lan/Wan Switching - Hubs, Switches, and Routers	5 Years	None
Purchased Software	5 Years	None
Internally Developed Software	5 Years	None
Customized Software (such as ISAS)	5 Years	None
Servers, Minicomputers	5 Years	None

<b>Asset Groups and Classifications</b>	<b>Useful Life</b>	<b>Residual Value</b>
Desktop CPU	5 Years	None
Terminal, Monitor	5 Years	None
Controllers: Tape, Disk, Terminal	5 Years	None
Data Projectors: 'Proxima' or Dataviewers w/o Projector	5 Years	None
Barcode Scanner	5 Years	None
Portable CPU	5 Years	None
Enterprise Software	5 Years	None
Printer	5 Years	None
Portable Printer	5 Years	None
Mainframe Computer Equipment and Channel Extenders	5 Years	None
Scan Systems	5 Years	None
Computer Equipment Racks, Shelving, Chassis	5 Years	None
PBX, KSU, Voice Mail, Phone System	5 Years	None
Automatic Call Distributors	5 Years	None
Phone Equipment (other than systems)	5 Years	None
Video Conference Equipment	5 Years	None

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**Note:** ~~\$5,000 threshold per item for capitalization~~

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Consider Approval of Contract Extension for Professional Landscaping Services

Staff requests Board approval to extend the existing contract between Galveston College and Beach Town Lawn Service LLC, 7718 Beluche Dr., Galveston, TX 77551, for professional landscaping maintenance services.

The Board previously approved Beach Town Lawn Service LLC as the College's landscaping services vendor for the period of July 1, 2023 through June 30, 2026, with the option for two additional one-year terms. This request is to exercise the first one-year renewal option, extending the contract from July 1, 2026 through June 30, 2027. The annual contract amount will remain \$53,700.00 and includes routine landscaping services such as chemical applications, aeration, and irrigation inspections. Palm tree pruning will continue to be performed on an as-needed basis at a rate of \$40.00 per palm.

Beach Town Lawn Service LLC has provided satisfactory service during the initial contract term. Extending the agreement will ensure continuity of services and maintain current pricing. The funding source is the Education and General Fund.

It is recommended that the Board approve the one-year contract extension with Beach Town Lawn Service LLC.

Consider Approval of Proposal to Install New Dugouts at Carter Field

Staff is requesting Board approval of the proposal from Foster Fence Ltd, (Buy Board Contract numbers 783-25 and 757-24) PO Box 96116, Houston, TX 77213 in the amount of \$34,599.40 to install two new dugouts at Carter Field which is located on the Galveston Lassie League Complex.

The project includes removing approximately 75 feet of existing fence and gate; installing 30 feet of 8 foot black vinyl fence on the backside of dugout; installing approximately 45 feet of 9 foot tall black vinyl chain link fence on the front of the dugout facing field; installing 4 inch support posts and 2x4 framing for roof structure, installing white R-Panel roof to frame and trim edges, and slope roof away from field; and install new walk gate powder coated black to match fence.

The project will be charged to the Education and General Fund.



Quote Number: 3AR29JAN26 Rev 1.0

To: Galveston College

Attention: Kelley Raines

Project: New dug outs

Date: 29-Jan-2026 Revised

Foster Fence will provide and install the following:

- Home and Visitor Dugouts
- Remove approximately 75' feet of exiting fence and gate.
- Install 30 feet of 8' tall black vinyl chain link fence on backside of dugout.
- Install approximately 45' of 9' tall black vinyl chain link fence on the front of the dugout facing field.
- Install 4" support post and 2X4 framing for roof structure, install white R-Panel roof to frame and trim edges. Roof to slope away from field.
- Install new walk gate powder coated black to match fence.

Total \$34,599.40 Tax not included

Estimated Taxes \$ \*If applicable

\*Quote is good for 30 days

Alan Ratjen - arajtjen@fosterfence.com - 832-763-2812

\*Lead times are projected after submittals are approved

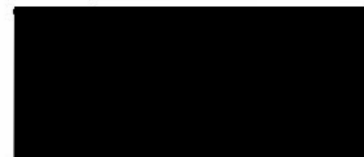
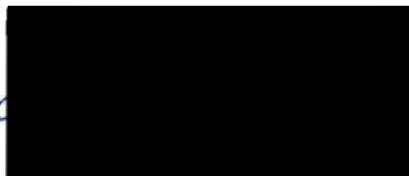


Standard Exclusions- unless specifically included in the quote:

- Work to be performed during standard business hours, 7am-5pm Monday through Friday. Any work that needs to be performed after hours or on the weekend will come at an added cost and will need to be quoted accordingly.
- Demolition, clearing & grubbing, spoil removal.
- Electrical work, access controls, and conduits.
- Fence and controls grounding.
- Engineered drawings and Building Information Modeling (BIM).
- Fence of fire department permitting.
- Property surveying and site layout. The final location of the fence installation is to be verified with the customer/agent and Foster Fence staff before starting the installation.
- Tree protection, silt fence, temporary fence.
- Hand digging, hydro-excavation, core drilling, rock drilling, and probing.
- Concrete & asphalt breaks.
- Signage, bollards, concrete mow strip.
- Painting, staining and galvanizing after fabrication.
- Utility locates beyond 811 One call, location of water lines. Private utility lines are not covered by 811. Locating private lines is the responsibility of the property owner.
- OQ training, OSHA 30 Training, site, or hazard-specific training greater than 30 minutes.
- Re-mobilizations, downtime, standby time.
- OCIP, CCIP, Builders Risk, Payment, and Performance Bonds.
- In order to keep your fence and gates in safe working order, customers are strongly advised to follow the maintenance guidelines provided on our website, visit [fosterfence.com/resources](http://fosterfence.com/resources) for more detailed information.

Commercial Conditions:

- All projects requiring special fabrication as well as contracts with a value greater than \$75,000 will require signed and approved submittals before Foster Fence, Ltd. proceeds with construction.
- Lead times are projected after submittals are approved.
- Terms – Net 30, unless otherwise expressly negotiated.
- All standby/downtime of more than 30 minutes will be billed at a rate of \$400 per hour.
- Restocking fee for standard stock materials 25%, non-stock materials 100%.
- Foster Fence Ltd. agrees to guarantee all materials are free from defects in materials and workmanship. for a period of one year from installation. This guarantee does not cover abuse, Acts of God, nature, or other external sources.





## Moody Gardens Hotel Room and Catering Contract

Seven Hope Blvd, Galveston, Texas 77554

1-409-741-8484

Reservations: 1-409-683-1299

**Today's Date:** Wednesday, May 6, 2026

**Booking Number:** 12817

**Name of Group:** GC Women In Industry Conference

**Meeting Name:** Women in Industry Conference 2027

**Name of Contact:** Vera Lewis-Jasper

**Address of Contact:** 4015 Avenue Q, GALVESTON, TX 77550

<b>Phone:</b> 404.520.0757	<b>Email:</b> vlewis@gc.edu	<b>Number People:</b> 1200
<b>Arrival:</b> Tuesday April 13, 2027		<b>Departure:</b> Thursday April 14, 2027
<b>Sales Manager:</b> Cindi Smith	<b>Catering Manager:</b> Gaylyn Wisko	<b>Room Nights:</b> 83

### ACCOMODATION DETAILS

<b>Guest Rooms</b>	<b>Apr 13, 2027</b>
Two Queens Bedrooms	80

<b>Guest Rate</b>	<b>Apr 13, 2027</b>
Two Queens Bedrooms	179.00

**ACCOMMODATIONS:** We, Moody Gardens, Inc. (the "Hotel"), will compliment one (1) room with every fifty (50) rooms used, minus any discounted rooms or other complimentary rooms, based on your total pick-up. The Hotel may, at its sole discretion and based upon availability, upgrade VIP's up to and including a standard suite or a junior suite at the group rate. The Hotel provides complimentary wireless internet access throughout the property, including the guest rooms Complimentary self-parking is available for all guests or valet parking is available for \$30.00 for overnight, \$13.00 for garage self-parking. Group rates are available two (2) days before and after the above-referenced Guestroom Block dates, based upon availability.

**ROOM BLOCK ATTRITION:** This Sales Contract (the "Agreement") between the Hotel and the group (as listed above and referred to as the "Group") is based on the number of room nights contracted. Should the actual number of rooms reserved, i.e., the room pickup, be less than 80% of the contracted room nights above, an attrition charge, based on the group rate, \$179.00 per room, times the number of rooms needed to reach 80% will be posted to your master account and Group agrees to promptly pay such amount to Hotel.

<b>RESERVATIONS BY:</b>	Individual Call In
<b>CUTOFF DATE:</b>	Wednesday March 24, 2027
All reservations received after this cut off date will be accepted on a space available basis and only at the Hotel's then prevailing Best Available Rate. Group rate may not be available.	

**IMPORTANT:** On individual reservations, all reservations **must** be guaranteed by a major credit card and will be charged for the first night's room and tax seventy-two (72) hours prior to the scheduled date of arrival. Cancellations of such individual

reservations **must** be made seventy-two (72) hours prior to arrival or one (1) night’s room and tax will be charged on the provided credit card as a penalty. If Group would prefer to send a rooming list for all rooms, this must be sent before the cutoff date listed above.

**CHECK-IN TIME:** 4:00 pm

**CHECK-OUT TIME:** 12:00 pm (NOON)

Additional accommodations for varying check-in and check-out times for Groups will not be made without prior written consent from the Hotel. Hotel, at its discretion, may charge additional fees if a Group fails to observe and comply with the Check-Out time. Baggage storage for early arrival is available for a small handling fee.

**SCHEDULE OF EVENTS**

Date	Start Time	End Time	Function	Room Name	AGR	Room Rental
Apr 13, 2027	07:00am	07:00pm	Group Activity	Expo-A4	2000	
Apr 13, 2027	07:00am	06:00pm	Setup	Floral-AB	2000	
Apr 13, 2027	08:00am	07:00pm	Setup	Expo ABC	2000	
Apr 13, 2027	08:00am	07:00pm	Setup	Ivy	100	
Apr 13, 2027	08:00am	07:00pm	Setup	Training Room	6	
Apr 13, 2027	08:00am	07:00pm	Registration	Expo Reg Desk	3	
Apr 13, 2027	08:00am	07:00pm	Office	Expo Office	3	
Apr 13, 2027	03:00pm	08:00pm	Dinner	Garden Cay	50	
Apr 14, 2027	07:00am	07:00pm	Office	Expo Office	3	
Apr 14, 2027	07:00am	07:00pm	Registration	Expo Reg Desk	3	
Apr 14, 2027	07:00am	07:00pm	GRP	Prefunction	100	
Apr 14, 2027	07:00am	07:00pm	Meeting	Expo-A1	300	
Apr 14, 2027	07:00am	07:00pm	Meeting	Expo-A2	300	
Apr 14, 2027	07:00am	07:00pm	Meeting	Expo-A3	300	
Apr 14, 2027	07:00am	07:00pm	Exhibits	Expo-B	150	
Apr 14, 2027	07:00am	07:00pm	Meeting	HibDaf	40	
Apr 14, 2027	07:00am	07:00pm	Meeting	Iris-Wisteria	40	
Apr 14, 2027	08:00am	06:00pm	Meeting	Floral-A1	200	
Apr 14, 2027	08:00am	06:00pm	Meeting	Floral-A2	200	
Apr 14, 2027	08:00am	06:00pm	Setup	Training Room	75	
Apr 14, 2027	08:00am	09:30am	Breakfast	South Lobby	1200	
Apr 14, 2027	12:00pm	01:30pm	Lunch	South Lobby	1400	
Apr 14, 2027	12:00pm	07:00pm	Lunch	Expo C	1200	
Apr 14, 2027	01:00pm	07:00pm	Meeting	Tulip	20	
Apr 14, 2027	01:00pm	07:00pm	Meeting	Bluebonnet-Jasmine	50	
Apr 14, 2027	01:00pm	07:00pm	Meeting	Orchid-Rose	50	
Apr 14, 2027	03:00pm	07:00pm	Break	South Lobby	350	
Apr 14, 2027	05:00pm	07:00pm	Meeting	Expo-A4	300	
Apr 14, 2027	05:00pm	07:00pm	Setup	North Lobby	10	

Based on this agenda we will compliment your meeting space with a total of 65 sleeping room nigts and a minimum of \$80,000.00 in catered food and beverage. There will be a \$300.00 charge for every 25 rooms less. There will be a one time setup fee of \$500.00

*\*Specific meeting rooms cannot be guaranteed and are subject to change*

The Hotel guarantees food prices three (3) months from first day of the group.

<b>STATE AND LOCAL TAXES: 15% ON ROOMS; 8.25% ON FOOD. Rates are subject to change.</b>			
Tax Exempt:	No	Yes	If yes, please send Hotel a copy of exemption form.

\*Please note, tax exemptions cannot be accommodated until Hotel receives the appropriate tax exemption form.

**CATERING SERVICES:** Your food and beverage commitment will include all agreed-upon details in regards to your banquet set up, full menu pricing per person before tax (Hotel guarantees food prices three (3) months from first day of the group) and estimated final bill. If you selected specific colors for your linens, these costs will be added to your contract at

market pricing. The hotel does not allow outside catering, miscellaneous food items and beverages to be brought into the meeting rooms or pre-function space. If the space is left excessively dirty, there will be a \$500.00 cleaning fee.

**SERVICE CHARGE:** 22% on all catered functions. Rates are subject to change.

**BANQUET FUNCTION SPACE:** The Hotel charges for the use of its function space. However, the Hotel has guidelines pursuant to which it may provide some function space on a complimentary basis. The amount of complimentary function space provided will be directly related to the number of guestrooms utilized and/or the amount of food and beverage in conjunction with the amount of space needed. In accordance with Group requirements, Hotel will place a tentative hold on the space and guest rooms.

There is a fee for each vendor table (6ft.) with two chairs and an separate fee for electrical for vendors. There is a drayage fee for vendors shipping packages to the hotel.

**AUDIO VISUAL:** Unless the Group receives written consent from the Hotel prior to their stay (which may be granted or withheld in Hotel’s sole discretion), Group agrees to work exclusively with Encore, the Hotel’s in-house audio visual provider. Encore will contact the Group and bill separately for all services provided. If your group decides to use a third party for all audio-visual equipment, a 15% surcharge will be billed with all other charges.

**OPTION DATE:** This Agreement must be signed and returned to the Hotel by **04/10/2026** or all commitments are released and details outlined are no longer valid or applicable.

<b><u>METHOD OF PAYMENT:</u></b>	Direct Bill:	___	Credit Card:	___	Cash/Check:	___
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All estimated charges presented will presume payment via Direct Bill, Cash, Check or Wire Transfer. Payments by credit card will require a 3.5% administration charge in addition to the total due. This includes all Catering Services as well as Hotel Rooms paid for by the group directly.

**BILLING PROCEDURES:** Unless direct billing has been established, Group will pay a deposit equal to \$1000.00 Fifty percent (50%) of the Deposit must be made three (3) months’ prior to the scheduled arrival date, with the remaining fifty percent (50%) balance of the Deposit due two (2) weeks prior to the scheduled arrival date. Hotel offers direct billing to groups with an approved credit application by Hotel’s accounting department based upon credit history. Any outstanding balance of the master account will be due and payable upon receipt of invoice. If payment is not received within thirty (30) days, a finance charge of one and one-half percent per month (18% percent annual rate.) or the maximum allowed by law, whichever is less, will be added to the unpaid balance commencing on the invoice date.

**CANCELLATION FEES:** If cancellation of the entire Group becomes necessary within ninety (90) days of arrival, Group is subject to and liable for cancellation fees equal to the total estimated room charges and catering revenue. If cancellation becomes necessary between ninety-one (91) days and one hundred eighty (180) days prior to arrival, Group is subject to and liable for cancellation fees equal to seventy-five (75%) of estimated room charges and catering revenue. If cancellation becomes necessary between one hundred eighty-one (181) days and two hundred seventy (270) days prior to arrival, Group is subject to and liable for cancellation fees equal to fifty percent (50%) of estimated room charges and catering revenue. If cancellation becomes necessary between two hundred seventy-one (271) days and three hundred sixty-five (365) days prior to arrival, Group is subject to and liable for cancellation fees equal to twenty-five (25%) of estimated room charges and catering revenue. If cancellation becomes necessary between twelve (12) and twenty-four (24) months prior to arrival, Group is subject to and liable for cancellation fees equal to ten percent (10%) of estimated room charges and catering revenue. To avoid forfeiture of deposits paid or cancellation fees, the Hotel **must** receive written notice of cancellation at least two years prior to the arrival date. Hotel may apply any and all deposits received from the Group towards cancellation charges.

In the unlikely event that the Group must cancel this event, the Hotel agrees to allow Group to utilize up to fifty percent (50%) of any cancellation fees paid as an advance deposit towards a future event to be held within one (1) year of Group's original arrival date. Said monies shall be applied at a rate of \$.50 per dollar consumed.

**FORCE MAJEURE:** Neither party is liable for any failure to perform its obligation under this Agreement due to causes beyond its reasonable control including, but not limited to, acts of God, war, government regulation, acts of civil or military authority, acts or threats of terrorism, natural or weather related disaster, pandemic, civil disorder, or any other emergency of a comparable nature beyond the parties' control, making it impossible, illegal, or materially affects a party's ability to perform its obligation under this sales contract. It is provided that this Agreement may be terminated for any one or more of such reasons by written notice from one party to the other without liability. Any deposits made shall be refunded by check to Group within thirty (30) days of the Force Majeure event occurring.

**IN-HOUSE EQUIPMENT:** The Hotel will provide at no charge a reasonable amount of meeting equipment, i.e., chairs, linens, etc. Upgraded equipment and linens are available for a charge. Hotel will provide note pads, pens, hard candies and water stations in each meeting room at a central location unless otherwise noted.

**INSURANCE:** The Hotel and Group shall obtain and maintain evidence of insurance upon request in amounts sufficient to provide coverage of any liabilities which may reasonably arise out of or result from the respective obligations pursuant to this Agreement.

**INDEMNIFICATION:** Group hereby agrees to indemnify, defend and hold Hotel, The City of Galveston, The Park Board of Trustees of the City of Galveston and The Moody Foundation harmless from and against any and all loss, liability, cost or damages resulting from actual or threatened claims or causes of action directly or indirectly arising out of or caused by the negligence, gross negligence or intentional misconduct of the Group or its respective officers, directors, employees and agents, contractors, members or participants (as applicable) provided that with respect to officers, directors, employees and agents, such individuals are acting within the scope of their employment or agency, as applicable. The Hotel shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such claims.

**GOVERNING LAW:** This Agreement is governed by the laws of the State of Texas. Any dispute related to the subject matter of this Agreement shall be brought exclusively in a court of competent jurisdiction in Galveston County, Texas.

**COMPLIANCE WITH LAWS:** Both the Group and Hotel agree to comply with all applicable US, Federal, State and Local laws governing the Agreement and the event, including rules, regulations or requests of the US Department of Homeland Security.

**NOTICE:** Any notice required or permitted by the terms of this Agreement must be in writing. Notice may be sent via Email and will be considered effective as the date and time the email was sent.

**ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement of the parties and supersedes all prior negotiations, representations, or agreements. This Agreement may only be modified in writing and signed by both the Hotel and the Group.

**WAIVER:** If either party agrees to waive its right to enforce any term of this Agreement, it does not waive the right to enforce any other terms of this Agreement. Further if any provision of this Agreement is deemed invalid or unenforceable, that provision shall be struck and remaining provisions of this Agreement shall remain enforceable.

**AUTHORIZATION, ACKNOWLEDGEMENT AND APPROVAL:** The undersigned agrees and acknowledges that the contents of the Agreement meet with my approval. The undersigned represents and warrants that he/she is an authorized representative of the Group and this Agreement shall be binding and enforceable against the Group. I consider all arrangements definite and confirmed as stated herein. This Agreement is effective upon the date signed below.

**ACCEPTED AND AGREED TO:**

GM Signature: \_\_\_\_\_  
GM Name: Steve Kalbaugh  
Sales Manager Signature: \_\_\_\_\_  
Sales Manager Name: Cindi Smith  
Date: \_\_\_\_\_

Client Signature: \_\_\_\_\_  
Client Name: Dr. W. Myles Shelton  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Consider Approval of Faculty Change in 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>
Ms. Rayssa Salinas	Instructor	Assistant Professor

Ms. Salinas has met the criteria (outlined below) to be considered for a change in faculty rank and has completed the review process conducted by the Faculty Orientation, Rank, Tenure, Emeritus, 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 AND three years of satisfactory postsecondary teaching experience OR be awarded tenure OR have earned a master’s degree (not necessarily in the teaching field)

Consider Appointment of New President and Approval of Contract

The Board will meet in Closed/Executive Session to discuss the appointment of the new President and approving the contract for the new President. Following the Closed/Executive Session, the Board will take action on appointing the new President and approving the contract for the new President.