

Regular Meeting
Wednesday, September 23, 2026 6:00 PM

ALVIN COLLEGE
3110 Mustang Road
Alvin, TX 77511

Agenda

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

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

It is hereby certified that a notice of this meeting was posted on the 17th day of September 2026, in a place convenient to the public on the Alvin College campus as required by Section 551.002, *Texas Government Code*.

Signed this 17th day of September 2026.



Dr. Robert Exley
President

3. **Board Recognitions**
4. **Executive Session**
5. **Call to Order**
6. **Pledge**
7. **Invocation**
8. **Citizen Inquiries**
9. **Board Chairman Report/Comments**
10. **Committee Reports**
 - 10.A. Facilities
 - 10.B. Finance
11. Information Items
 - 11.A. Personnel Action (Repurposed) Director, Human Resources Workforce Strategy



Robert J. Exley, PhD
President

MEMORANDUM NO: 133-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD

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

DATE: September 11, 2026

SUBJECT: Personnel Action – Repurposed Position, Director, Human Resources Workforce Strategy

The individual listed below has been recommended to fill the full-time Director, Human Resources Workforce Strategy position, which is a repurposed position for the Learning and Organizational Development Specialist, replacing Stephen Reynolds.

Funding Source: 11-7-10350-61105

Candidate

Recommended: Henry “Jay” Johnson

Education: Columbia Southern University

Master of Business Administration, Finance

Bachelor of Science, Business Administration

- Human Resource Management Concentration

Associate of Arts, General Studies

Henry “Jay” Johnson is a retired U.S. Navy Chief bringing over a decade of executive-level administrative and human resources experience. He has managed teams, overseen budgets, policy development, and records compliance within complex government operations. Mr. Johnson’s extensive leadership, organizational, and compliance background makes him well-suited to contribute effectively to Alvin Community College’s administrative and HR operations.

Grade 213, 2026 - 2027 / Staff Salary Schedule

RJE:fmj

Job Description

Job Title: Director, Human Resources Workforce Strategy (PID: 1038)

Department: Human Resources

Salary Grade: 213

ORP Eligible: Yes

CUPA ID:

Reports to: VP, Human Resources

Job Category: Full-Time

FLSA Status: Exempt

Contractual Position: Yes

SOC Code:

SUMMARY

The Director of Human Resources Workforce Strategy provides operational leadership for the day-to-day delivery of Human Resources services and workforce support across the College. This position is responsible for ensuring HR processes, staffing workflows, onboarding activities, and operational priorities are executed effectively to support employees, supervisors, and campus leadership.

The Director evaluates workforce needs, operational capacity, and service delivery to ensure departments are supported effectively and HR operations remain responsive to changing institutional demands. This role focuses on implementation, coordination, and continuous operational improvement rather than compliance auditing or regulatory oversight. The position works in partnership with HR leadership to ensure policies, training initiatives, and workforce strategies are carried out effectively in daily practice.

This position also serves as the coordinator for institution-wide Title IX employee training and oversees learning and development initiatives that support supervisor effectiveness, employee growth, and campus operational improvement.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- The duties of the Director of Human Resources Workforce Strategy reflect a general overview of responsibilities, which may change based on the individual filling the role, the talents they possess, and the needs of Human Resources and the College.
- Provides operational leadership for day-to-day HR functions to ensure consistent service delivery and responsiveness to campus needs.
- Evaluates workforce needs, staffing capacity, and operational demands to support departments in meeting institutional goals.
- Supports workforce planning activities including position analysis, staffing alignment, and operational workforce recommendations in collaboration with HR leadership.
- Partners with the Executive Director of Human Resources and campus leadership to identify operational challenges and implement process improvements that enhance efficiency and service delivery.
- Coordinates onboarding processes and workforce transitions to ensure effective integration of employees into the institution.
- Leads the coordination and implementation of institutional learning and development initiatives to support employee and supervisor effectiveness.

Full-Time 1

- Designs and facilitates leadership and supervisor development programs aligned with institutional priorities.
- Collaborates with campus leadership to identify training needs that improve operational effectiveness and employee performance.
- Serves as the institutional coordinator for employee Title IX training delivery in collaboration with the Title IX Coordinator and HR leadership.
- Coordinates assignment, tracking, and completion of required Title IX training for applicable employee groups.
- Supports campus awareness efforts related to reporting responsibilities and employee training requirements.
- Leads HR operational projects that enhance efficiency, service delivery, and system integration.
- Supports organizational design and classification reviews in collaboration with HR leadership.
- Serves as a resource to supervisors and departments regarding workforce structure, staffing needs, and operational effectiveness.
- Supports operational implementation of HR processes and training initiatives aligned with Board policy and regulatory requirements.
- Executes special projects as determined and assigned by the Vice President for Human Resources.
- Other duties as assigned.

QUALIFICATIONS

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

REQUIRED QUALIFICATIONS

- Bachelor's degree in human resources, business administration, organizational leadership, or a related field.
- Minimum of five (5) years of progressively responsible professional experience in human resources, workforce operations, training and development, or organizational operations.
- Experience coordinating projects, operational initiatives, or workforce-related programs across multiple departments.
- Experience supporting supervisors or leadership teams in workforce or operational decision-making.

PREFERRED QUALIFICATIONS

- Master's degree in Human Resources, Business Administration, Organizational Leadership, or related field.
- Professional HR certification (PHR, SPHR, SHRM-CP, or SHRM-SCP).
- Experience in higher education or public sector environment.
- Experience with HRIS systems such as Ellucian/Colleague and learning management systems such as NEOGOV Learn.
- Experience developing or facilitating leadership or supervisor development programs.

KNOWLEDGE, SKILLS, AND ABILITIES

- Works with discretion and maintains confidentiality.
- Possesses a service-oriented and operationally focused approach with initiative and self-motivation.
- Ability to coordinate multiple operational priorities and projects simultaneously.
- Ability to collaborate effectively with HR leadership, supervisors, and campus stakeholders.
- Strong communication and interpersonal skills.
- Ability to evaluate operational processes and recommend practical improvements.
- Ability to support change management and organizational improvement initiatives.
- Demonstrated ability to build collaborative working relationships across departments.
- Strong organizational skills and attention to detail.

WORK ENVIRONMENT

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

PHYSICAL DEMANDS

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

AI Statement:

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

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

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

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

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

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

EMPLOYEE PRINTED NAME

SUPERVISOR PRINTED NAME

EMPLOYEE SIGNATURE AND DATE

SUPERVISOR SIGNATURE AND DATE

11.B. Personnel Action (Replacement) Campus Police Chief



Robert J. Exley, PhD
President

MEMORANDUM NO: 134-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD

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

DATE: September 11, 2026

SUBJECT: Personnel Action – Replacement Position, Campus Police Chief

The individual listed below has been recommended to fill the full-time Campus Police Chief position, which is a replacement for Ronny Phillips.

Funding Source: 11-7-10400-61105

Candidate

Recommended: Douglas Lauersdorf

Education: Sam Houston State University
Bachelor's, Criminal Justice

Doug Lauersdorf is an experienced law enforcement leader with command-level responsibility for police administration, professional standards, internal affairs, training, recruitment, background investigations, and hiring. As Commander of Administration, he provides leadership for the School Resource Officer program, including campus security, threat assessment coordination, and law enforcement support across six campuses, while also overseeing major departmental projects, facilities, radio systems, and other operational functions. His background includes supervision of sworn personnel, coordination with school and community partners, project and vendor management, and service as a SWAT Tactical Team member.

Grade P3, 2026 - 2027 / Staff Salary Schedule

RJE:fmj

Job Description

Job Title: Chief, Campus Police (PID: 200)
Department: Campus Police
Salary Grade: P3
ORP Eligible: Yes
CUPA ID:

Reports to: Vice President, Human Resources
Job Category: Full-Time
FLSA Status: Exempt
Contractual Position: Yes
SOC Code:

SUMMARY

This position is responsible for the effective leadership, management and operation of the College Police Department including planning, organizing and directing the activities of the department and assuring that law and order is maintained, state laws and Alvin College Board of Regents policies are enforced and appropriate measures are implemented to prevent crime, protect the campus and ensure the public safety of the College community.

ESSENTIAL DUTIES AND RESPONSIBILITIES include, but are not limited to the following.

- Management of College's police and security officers, commissioned and non-commissioned.
- Development and implementation of training programs for officers and staff.
- Collaboration with local government, law enforcement and fire-fighting agencies.
- Development of effective and collaborative working relationships with the various College departments and student organizations.
- Planning and scheduling of work of subordinates ensuring proper distribution of assignments and adequate staffing, space and facilities for subsequent performance of duties.
- Participation in public relations activities using departmental policies and procedures, city ordinances and other departmental information sources in order to increase public awareness of law enforcement's role in the community, representation for the department at community functions, and establishment of favorable community, media and other public relations.
- Responsible for compliance of Jeanne Clery Act and FBI uniform crime reports.
- Responsible for compliance of Texas Law Enforcement Agency Racial Profiling Report.
- Maintains records on employees to ensure compliance with state and federal laws.
- Oversees key control and lock maintenance in conjunction with the Director, Physical Plant.
- Maintains and services burglar alarms systems.
- Ensures compliance for fire alarm systems.
- Oversees all investigations concerning offenses, incidents and accidents.
- Establish police procedures for first aid, transportation of injured persons; motor assist; emergency notifications, etc.
- Coordinate enforcement activities with the executive leadership team and work cooperatively to develop and implement preventative security and other safety programs.
- Ensure enforcement of all laws and ordinances within the scope of board policy and the jurisdiction of the college.
- Serve as the College's liaison to state and local law enforcement agencies and represent the College on assigned committees and task forces.

- Oversees transportation services, for drivers of college vehicles (i.e. driving records and insurance).
- Assist in the development of long range and master facilities safety plans to address growth and support the existing infrastructure.
- Prepare and submit for approval an annual budget in support of emergency management & safety.
- Use management practices that promote collegiality, teamwork, and collaborative decision making among staff members.
- Provide effective two-way communications channel with staff, faculty and students.
- Other duties as assigned

QUALIFICATIONS

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

REQUIRED QUALIFICATIONS

- Associate's degree in law enforcement, public administration, criminal justice or related field
- Certified Texas Peace Officer
- TCOLE Master Peace Officer Certification
- Five (5) years administrative experience as a Captain or higher rank, including three (3) years in supervising police personnel
- **OR**
- Seven (7) years administrative experience as a Sergeant or higher rank, including three (3) years in supervising police personnel.

PREFERRED QUALIFICATIONS

- Bachelor's degree in law enforcement, public administration, criminal justice or related field
- Bilingual – English/Spanish

KNOWLEDGE, SKILLS, AND ABILITIES

- The employee should have knowledge in occupational safety and possess a general working knowledge of fire and burglar alarm systems.
- Knowledge of overall operations of a police department.
- Knowledge of criminal investigations, police report writing, and criminal law.
- Ability to manage budget and personnel.
- Bondable as required by Texas Education Code §37.081(h).
- Strong public relations, organizational, communication, and interpersonal skills.
- Thorough knowledge of modern law enforcement principles, procedures, techniques, and equipment. Thorough knowledge of applicable laws, ordinances, and department rules and regulations.
- Advanced technical and working knowledge of school district operations.
- Ability to use personal computer and software to develop spreadsheets, perform data analysis and interpret data.
- Implement policy and procedures.
- Coordinate district functions.
- Ability to facilitate long range & master facilities planning and district demographic studies

WORK ENVIRONMENT

Work environment involves some exposure to hazards or physical risks, which require following basic safety precautions. May involve moderate exposure to unusual elements such as extreme temperatures, dirt, dust, fumes, smoke, unpleasant odors, and/or loud noises.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to walk and hear. The employee frequently is required to stand; use hands to finger, handle, or feel; reach with hands and arms; talk. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; or smell. The employee must frequently lift and/or move up to twenty-five (25) pounds and occasionally lift and/or move more than one-hundred (100) pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

AI Statement:

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

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

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

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

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

Sign and return to HR for placement into employee personnel

EMPLOYEE PRINTED NAME

SUPERVISOR PRINTED NAME

EMPLOYEE SIGNATURE AND DATE

SUPERVISOR SIGNATURE AND DATE

11.C. Personnel Action (New) FY2627 Conversion, Employee Relations Specialist



Robert J. Exley, PhD
President

MEMORANDUM NO: 135-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD

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

DATE: September 11, 2026

SUBJECT: Personnel Action – New for FY2627 Conversion, Employee Relations Specialist

The individual listed below has been recommended to fill the full-time Employee Relations Specialist position, which is a new conversion for FY2627 from the HR Business Associate.

Funding Source: 11-7-10350-61105

Candidate

Recommended: Maida Collier

Education:

Alvin College

Bachelor's Business Administration

Associates of Applied Science, Office Professional

Maida is a human resource professional with progressive experience at Alvin College, currently serving as a Human Resources Business Associate supporting recruitment, onboarding, employee records, HRIS transactions, compliance, and the employee lifecycle for adjunct faculty and student workers. She also brings experience handling confidential information, employee inquiries, HR audits, performance review tracking, and employee programs, supported by a B.A.S. in Business Administration & Management and an A.A.S. in Office Professional from Alvin College.

Grade 205, 2026 - 2027 / Staff Salary Schedule

RJE:fmj

Job Description

Job Title: Employee Relations Specialist (PID: 1055)

Department: Human Resources

Salary Grade: 205

ORP Eligible: No

CUPA ID:

Reports to: Executive Director, Human Resources

Job Category: Full-Time

FLSA Status: Exempt

Contractual Position: No

SOC Code:

SUMMARY

Supports employee relations through workplace conflict resolution, investigations, performance management, policy interpretation, and compliance with applicable laws and College policies. Provides comprehensive oversight of the employment lifecycle for adjunct faculty and student workers, supporting a consistent and effective employee experience from recruitment through separation. Coordinates HR initiatives while providing exceptional customer service and maintaining the highest standards of professionalism and confidentiality.

Bilingual skills and a background in HR are preferred.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provides employee relations support by serving as an initial point of contact for workplace concerns, complaints, and employee issues; conducts intake, gathers relevant information, and provides basic guidance and referrals as appropriate.
- Assists with employee relations matters, including investigations, conflict resolution, grievances, behavioral issues, performance management, corrective action, and related documentation.
- Interprets and applies institutional policies, procedures, and employment practices to routine employee relations matters and provides guidance to employees and supervisors within established HR practices.
- Refers complex, sensitive, or high-risk employee-relations matters to HR leadership as appropriate and assists with follow-up and resolution.
- Administers and coordinates employment processes for adjunct faculty and student workers, including recruitment, hiring, onboarding, employee data processing, development, retention, and separation, while ensuring compliance with applicable policies and procedures.
- Serves as backup for the full-time faculty recruitment and employment process.
- Partners with hiring managers and search committees by providing guidance throughout recruitment, selection, offer preparation, onboarding, and related employment transactions.
- Maintains accurate personnel records and HRIS data, processes employment transactions, supports records retention, and coordinates employment and income verifications.
- Ensures compliance with federal and state employment laws, College policies, I-9/eVerify requirements, HR audits, and other regulatory reporting requirements.
- Prepares HR metrics and reports, assists with performance management processes, and monitors organizational timelines and compliance.
- Assist in special projects assigned by leadership.
- Other duties as assigned.

QUALIFICATIONS

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

REQUIRED QUALIFICATIONS

- Associate's degree or higher in Human Resources or related field
- Minimum of two (2) years' experience in Human Resources or a comparable environment

PREFERRED QUALIFICATIONS

- Bachelor's degree or higher in Human Resources or related field
- Current Human Resources certification, such as PHR, SPHR, SHRM-CP, or SHRM-SCP
- Experience with Ellucian/Colleague and/or applicant tracking system NEOED/NEOGOV
- Experience working in a college, university, or other education setting
- Bilingual – English/Spanish

KNOWLEDGE, SKILLS, AND ABILITIES

- Strong organizational and time management skills
- Excellent verbal and written communication skills
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)
- Ability to maintain confidentiality and handle sensitive information with a high level of professionalism and discretion
- Strong attention to detail and accuracy
- Should have a welcoming and professional demeanor with a focus on providing excellent customer service to employees and visitors
- Demonstrates respect, cooperation, and works collaboratively with the HR team, ACC campus community, and external communities and partners
- Proactive approach to tasks and problem-solving

WORK ENVIRONMENT

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

PHYSICAL DEMANDS

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

AI Statement:

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

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

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

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

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

Sign and return to HR for placement into employee personnel

EMPLOYEE PRINTED NAME

SUPERVISOR PRINTED NAME

EMPLOYEE SIGNATURE AND DATE

SUPERVISOR SIGNATURE AND DATE

11.D. Personnel Action (New) FY2627 Conversion, FT Dual Enrollment Admissions
Counselor



Robert J. Exley, PhD
President

MEMORANDUM NO: 136-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD

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

DATE: September 11, 2026

SUBJECT: Personnel Action – New for FY2627 Conversion, FT Dual Enrollment Admissions Counselor

The individual listed below has been recommended to fill the full-time Dual Enrollment Admissions Counselor position, which is a new conversion for FY2627 from the part-time Dual Enrollment Admissions Specialist.

Funding Source: 11-5-10506-61305

Candidate

Recommended: Pamela Richards-Bocard

Education: University of Houston – Victoria

Master of Science, Computer Information Systems

University of Houston – Downtown

Bachelor of Science, Business Computer Information Systems

Pamela brings more than 33 years of professional experience, primarily in information technology, project management, data analysis, and organizational leadership, supported by a Master of Science in Computer Information Systems and PMP certification. Most recently, she served as a Part-Time Dual Enrollment Admissions Specialist at Alvin College, supporting students through the application and registration process, verifying eligibility, maintaining records, and collaborating with advisors, counselors, and school partners. Her extensive background in communication, process coordination, data management, and cross-functional collaboration complements her direct experience supporting dual enrollment students and operations.

Grade 111, 2026 - 2027 / Staff Salary Schedule

RJE:fmj

Job Description

Job Title: Dual Enrollment Admissions Counselor (PID: 1061)	Reports to: Director, Dual Enrollment
Department: Recruitment & Enrollment	Job Category: Full-Time
Salary Grade: 111	FLSA Status: Non-Exempt
ORP Eligible: No	Contractual Position: No
CUPA ID: 543000	SOC Code: 43-4199

SUMMARY

The Dual Enrollment Admissions Counselor provides comprehensive admissions, recruitment, and enrollment support for prospective and new dual enrollment students within the Guided Pathways framework. Manages students through the enrollment journey, builds connections with students, families, and school partners, and coordinates outreach and onboarding activities to promote successful enrollment, transition, and continued education at the College.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provides admissions counseling and enrollment case management for an assigned caseload of prospective and new dual enrollment students. Monitors student progress, identifies outstanding requirements, and conducts proactive follow-up to guide students through application, testing, documentation, residency, onboarding, and enrollment processes.
- Serves as a primary resource for students and families regarding admissions requirements, deadlines, institutional policies, and enrollment procedures. Provides information on educational pathways, degree and certificate options, workforce programs, transfer opportunities, and career exploration resources available through dual enrollment.
- Coordinates and participates in dual enrollment recruitment, outreach, and onboarding activities, including school visits, presentations, parent nights, information sessions, application events, orientations, Career Connections, and other enrollment initiatives.
- Processes and maintains student records within Colleague and other institutional systems, including data entry, documentation review, record updates, and placement or removal of applicable holds. Ensures student records and enrollment documentation are accurate, complete, and maintained in accordance with FERPA and institutional requirements.
- Collaborates with dual enrollment advisors, school partners, and campus departments to verify eligibility, resolve enrollment barriers, obtain required documentation, and facilitate students' transition to academic advising, registration, and other College resources.
- Supports matriculation efforts by conducting outreach to dual enrollment students interested in continuing at the College following high school graduation. Maintains and monitors enrollment reports, records, and communications to support recruitment, enrollment, compliance, and departmental goals.
- Maintains current knowledge of applicable state, federal, and institutional requirements, including residency, tuition exemptions and waivers, THECB guidelines, FERPA, and other regulations affecting student admissions and enrollment. Participates in professional development, departmental activities, and College committees as assigned.

QUALIFICATIONS

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

REQUIRED QUALIFICATIONS

- Associate's degree in a related field
- One (1) year of related customer service experience
- **Or** equivalent combination of completed college courses and experience

PREFERRED QUALIFICATIONS

- Bachelor's degree in a related field
- Related certifications or continuing education training beyond the required education
- Two (2) years of experience in a directly related role at a community college or university
- Bilingual – English/Spanish

KNOWLEDGE, SKILLS, AND ABILITIES

- Strong customer service, interpersonal, and communication skills with the ability to provide clear information, deliver presentations, and interact professionally with students, parents, school partners, and College personnel.
- Strong organizational, problem-solving, and time management skills with the ability to manage multiple priorities, maintain accuracy and attention to detail, and remain professional in a fast-paced, high-volume environment.
- Proficiency with computers, student information systems, and standard office technology, with the ability to accurately maintain student records and confidential information.
- Ability to work extended hours during peak enrollment periods and travel to off-site locations, including partner schools and College outreach events, as required. Valid driver's license and current automobile insurance required.

WORK ENVIRONMENT

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

PHYSICAL DEMANDS

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

AI Statement:

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

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

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

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

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

Sign and return to HR for placement into employee personnel

EMPLOYEE PRINTED NAME

SUPERVISOR PRINTED NAME

EMPLOYEE SIGNATURE AND DATE

SUPERVISOR SIGNATURE AND DATE

11.E. Personnel Action (New) FY2627 Conversion, Financial Aid Advisor



Robert J. Exley, PhD
President

MEMORANDUM NO: 137-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD 

DATE: September 11, 2026

SUBJECT: Personnel Action – New for FY2627 Conversion, Financial Aid Advisor

The individual listed below has been recommended to fill the full-time Financial Aid Advisor position, which is a new conversion for FY2627 from the part-time Financial Aid Advisor.

Funding Source: 11-6-15300-61305

Candidate

Recommended: Natalie Aguilar

Education:

Alvin College

Bachelor's Business Administration

Associates of Applied Science, Business Administration

Natalie brings hands-on financial aid experience at Alvin College, currently serving as a Part-Time Financial Aid Advisor assisting students with FAFSA and TASFA completion, financial aid questions, fee statements, and related documentation. She previously supported the Financial Aid Office as a Student Work Study and brings additional administrative and customer service experience, along with proficiency in English and Spanish. She holds an Associate of Science in Business Administration from Alvin College and is pursuing a Bachelor of Science in Business Administration & Management.

Grade 108, 2026 - 2027 / Staff Salary Schedule

RJE:fmj

Job Description

Job Title: Financial Aid Advisor (PID: 190)
Department: Financial Aid
Salary Grade: 108
ORP Eligible: No
CUPA ID:

Reports to: Director, Financial Aid
Job Category: Full-Time
FLSA Status: Non-Exempt
Contractual Position: No
SOC Code:

SUMMARY

The Financial Aid Advisor counsels prospective and current students on availability and eligibility requirements for financial aid and prepares applications for processing. Duties include ensuring completion of Alvin College admission requirements. The Advisor must stay current on federal and state regulations and policies to perform verification and exercise professional judgment for special circumstances. Communication, Satisfactory Academic Progress, and file tracking must also be maintained for the financial aid population.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provides comprehensive financial aid counseling to students, parents, and other stakeholders regarding aid availability, eligibility requirements, Satisfactory Academic Progress, and options for enrollment, withdrawal, and regaining eligibility to support educational goal attainment.
- Conducts verification of student and parent application data in accordance with federal, state, and institutional requirements, including review of required data elements and evaluation of special circumstances using professional judgment. Maintains current knowledge of applicable federal, state and/or local regulations and agency requirements.
- Evaluates academic history to determine and monitor Satisfactory Academic Progress eligibility each semester and collaborates on student appeals related to eligibility determinations.
- Ensures the security and confidentiality of student educational records in compliance with FERPA, state law, system regulations, and College policies, demonstrating the highest standards of integrity and ethical conduct.
- Collaborates with multiple college departments to resolve data discrepancies, ensure regulatory compliance, and support efficient service delivery.
- Participates in the development and implementation of institutional financial aid policies and procedures to improve efficiency and service quality. Maintains responsibility for assigned federal, state, or institutional financial aid programs.
- Delivers high-quality, student-centered customer service through timely, accurate communication via in-person counseling, phone, email, and written correspondence, and assists with special projects as assigned.
- Other duties as assigned.

QUALIFICATIONS

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

REQUIRED QUALIFICATIONS

- Associate's degree
- Six (6) months high level customer service skills
- Six (6) months office/clerical experience

PREFERRED QUALIFICATIONS

- Bachelor's degree or higher
- One (1) year work experience in a higher education / student services setting
- Bilingual – English/Spanish

KNOWLEDGE, SKILLS, AND ABILITIES

- Must possess ability to interact with a large student population in an effective and appropriate manner
- Requires well developed critical thinking skills for professional judgment
- The position requires the ability to multi-task and prioritize
- The position requires proficiency in the use of a computer and average ability with the use of a calculator to perform basic to intermediate financial calculations
- Experience with outreach, communication, and presentation strategies to effectively convey financial aid information to a variety of audiences.

WORK ENVIRONMENT

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

PHYSICAL DEMANDS

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

AI Statement:

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

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

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

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

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

Sign and return to HR for placement into employee personnel

EMPLOYEE PRINTED NAME

SUPERVISOR PRINTED NAME

EMPLOYEE SIGNATURE AND DATE

SUPERVISOR SIGNATURE AND DATE

11.F. Personnel Action (New) FY2627 Conversion, Child Care Food Service



Robert J. Exley, PhD
President

MEMORANDUM NO: 140-2026

TO: Board of Regents
FROM: Robert J. Exley, PhD *RJE*
DATE: September 15, 2026
SUBJECT: Personnel Action – New for FY2627 Conversion, Child Care Food Service Technician

The individual listed below has been recommended to fill the full-time Child Care Food Service Technician position, which is a new conversion for FY2627 from the part-time Child Care Food Service Technician.

Funding Source: 25-2-35002-61305

Candidate
Recommended: Claudia Gonzalez

Education: Escuela Preparatoria #2
High School Diploma

Claudia is a reliable food service professional with more than 20 years of experience in food preparation, childcare, housekeeping, and senior care, with a strong focus on maintaining safe and sanitary environments. Currently serving as a part-time Child Care Food Service Technician at the Alvin College Child Care Center, she prepares meals and snacks, accommodates food allergies and special dietary needs, manages inventory, and coordinates menus and meal service with staff. Her prior food service experience includes meal preparation, food safety, sanitation, and meal service within Pearland ISD

Grade 103, 2026 - 2027 / Staff Salary Schedule

RJE:fmj

Job Description

Job Title: Child Care Food Service Technician
(PID: 1067)

Department: Child Development Lab

Salary Grade: 103

ORP Eligible: No

CUPA ID: 817000

Reports to: Director, Child Development Lab

Job Category:

Full-Time

FLSA Status:

Non-Exempt

Contractual Position:

No

SOC Code: 35-2021

SUMMARY

The Food Service Technician prepares any food necessary for the Child Development Laboratory School under the childcare licensing requirements by the Texas Department of Family Protective Services. Also responsible for maintaining the lab school kitchen to meet all safety and sanitary requirements outlined by the Brazoria County Health Department.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Maintain prompt hours, notifying the Director in the event of tardiness or illness
- Maintain a neat and well-groomed appearance
- Prepare the food served to the children in accordance with the meal patterns required by the Minimum Standards for Licensed Child Care Centers and CACFP
- Wash, rinse, and sanitize dishes, pots, and pans and replace on shelves or in cabinets
- Follow and implement the menus that have been developed and notify the director of any deviation from the posted menu
- Must meet guidelines for all applicable state agencies, including Texas Department of Health and Texas Health and Human Services
- Follow all personnel policies
- Attends staff meetings and functions
- Arrange with director and order food and paper items.
- Maintain effective interpersonal interactions with staff, children, parents, and visitors.
- Assume responsibility for maintaining a safe kitchen environment
 - *Performs the following cleaning duties daily:*
 - Scour sinks
 - Straighten and wipe out refrigerator
 - Check thermometers for appropriate temperatures
 - Wipe down stove and fan
 - *Performs the following duties weekly:*
 - Review menus, check inventory to ensure all components are in stock to meet the meal pattern and portion requirements.
 - Submit food orders and pick up any local groceries
 - Pull backdated food items forward upon the arrival of new food items.
 - Put new food on shelves or in appropriate containers.
 - Submit necessary changes to director for approval.
 - *Performs the following cleaning duties as needed:*
 - Clean and sanitize countertops between each use
 - Clean and sanitize carts after each use
 - Defrost and clean out freezers
- Maintain a high level of cleanliness in accordance with all regulatory agencies.
- Respond to any emergency as it may arise

Full-Time 1

- Assist in classrooms as needed
- Other related duties as assigned

QUALIFICATIONS

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

REQUIRED QUALIFICATIONS

- High School Diploma or equivalent
- Six (6) months of required experience in quantity cooking

PREFERRED QUALIFICATIONS

- Bilingual – English/Spanish

KNOWLEDGE, SKILLS, AND ABILITIES

- Must have the Texas Food Safety Manager Certification or be able to obtain within thirty (30) days of hire
- Have working knowledge of kitchen safety and sanitation
- Ability to follow menus, recipes, and schedules
- Working knowledge of kitchen appliances (i.e. gas stove, dishwasher, chopper, etc.)
- Effective communication is required with the childcare administration, childcare teachers, parents, delivery personnel, state agencies, licensing representatives, and other educational and community institutions that use the laboratory school as a resource location
- The ability to make sound judgments regarding food safety and economics
- Will on occasion lift, stack, store, and utilize kitchen supplies of up to 50 lbs
- Must be able to remain on feet, standing or walking, for 90% of the time

WORK ENVIRONMENT

The employee typically works indoors in a kitchen setting. The noise level is typical of that of a kitchen as well as an early childhood school. The employee will be exposed to loud sounds and high noise levels on a daily basis. The employee may encounter frequent interruptions throughout the workday. The employee will work very near others and will be exposed to diseases and infections, such as colds and influenza, on a weekly basis.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to stand, walk, stoop, bend, kneel, crawl, and sit on the floor; reach with arms and hands and use hands and fingers to handle, feel, or grasp. Acute situations may necessitate the ability to run or climb. The employee must regularly lift and/or move up to ten (10) pounds and occasionally lift and/or move up to sixty (60) pounds. While performing this job, the employee is frequently required to talk or hear. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

AI Statement:

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

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

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

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

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

Sign and return to HR for placement into employee personnel
--

EMPLOYEE PRINTED NAME

SUPERVISOR PRINTED NAME

EMPLOYEE SIGNATURE AND DATE

SUPERVISOR SIGNATURE AND DATE

11.G. Personnel Action (New) Faculty/Program Director RN to BSN Nursing 12 Month



Robert J. Exley, PhD
President

MEMORANDUM NO: 141-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD 

DATE: September 15, 2026

SUBJECT: Personnel Action – New Position, Faculty/Program Director RN to BSN Nursing 12 Month

The individual listed below has been recommended to fill the full-time Faculty/Program Director, RN to BSN Nursing 12M position, which is a new position in FY2627 due to the new BSN program.

Funding Source: 11-3-13660-61105

Candidate
Recommended: Ashley White

Education: American College of Education
Doctorate, Nursing Education

Texas Woman's University
Master of Science, Nursing
Bachelor of Science, Nursing

Ashley White is an experienced nursing educator and Registered Nurse with more than 13 years of nursing faculty experience at Alvin College, including prior service as Interim Director of Nursing, where she supported program operations, admissions, and faculty leadership. She holds a Doctor of Education in Nursing Education, a Master of Science in Nursing Education, and a Bachelor of Science in Nursing, and is a Certified Nurse Educator with prior clinical experience at MD Anderson Cancer Center. Her background combines nursing education, curriculum and course coordination, clinical instruction, program leadership, and student success.

Grade 12/PHD/Step 19, 2026 - 2027 / 12 Month Faculty Salary Schedule

RJE:fmj

Job Description

Job Title: Faculty/Program Director, RN to BSN Nursing 12 Month (PID: xxx)	Reports to: Department Chair, Nursing
Department: Nursing	Job Category: Full-Time
Salary Grade: Faculty	FLSA Status: Exempt
ORP Eligible: Yes	Contractual Position: Yes
CUPA ID:	SOC Code:

SUMMARY

The Faculty/Program Director, BSN Nursing teaches at a reduced workload and leads the planning, implementation, evaluation, and continuous improvement of the RN-to-BSN Program in accordance with institutional standards, Texas Board of Nursing requirements, and applicable accrediting expectations.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Directs the RN-to-BSN Program in accordance with institutional standards, Texas Board of Nursing requirements, and applicable accrediting expectations.
- Oversees student recruitment, admission, progression, program completion, and graduation processes.
- Establishes, implements, and evaluates program policies related to admission, progression, probation, dismissal, and completion.
- Leads curriculum planning, implementation, assessment, and continuous quality improvement activities.
- Coordinates RN-to-BSN faculty assignments, orientation, development, program documentation, and follow-up in collaboration with the Department Chair, Nursing.
- Monitors student completion of program requirements and ensures compliance with program policies and standards.
- Represents the program with healthcare partners, community stakeholders, clinical agencies, regulatory bodies, and accrediting agencies to support program goals.
- Leads faculty meetings, program committees, documentation, and follow-up related to program decisions and actions.
- Contributes to strategic planning, program evaluation, budgeting, and resource allocation to support program effectiveness.
- Identifies personnel, instructional resources, equipment, and facility needs to support program operations.
- Other duties as assigned.

Teaching Responsibilities

Teaches at a reduced workload in compliance with institutional standards, Texas Board of Nursing requirements, and applicable accrediting expectations.

QUALIFICATIONS

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

REQUIRED QUALIFICATIONS

- Master's degree in nursing.
- Doctoral degree in nursing or a related field.
- Current, unencumbered license to practice as a Registered Nurse in the State of Texas.
- At least 3 years of teaching experience in a professional nursing education program.
- Current American Heart Association BLS for Health Care Provider certification.

PREFERRED QUALIFICATIONS

- Doctoral degree in nursing
- Bilingual – Speak English/Spanish

KNOWLEDGE, SKILLS, AND ABILITIES

- Demonstrated knowledge, skills, and abilities in nursing education program administration.

WORK ENVIRONMENT

The incumbent typically works in an office or instructional environment and uses a computer, telephone, and other office equipment as needed. The noise level is typical of an office environment, and interruptions may occur throughout the workday.

PHYSICAL DEMANDS

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

AI Statement:

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

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

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

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

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

Sign and return to HR for placement into employee personnel

EMPLOYEE PRINTED NAME

SUPERVISOR PRINTED NAME

Last Update by: Marby McKinney, 8/31/2026
HR Approved by: Lily Galindo, 8/31/2026

Full-Time 2

EMPLOYEE SIGNATURE AND DATE

SUPERVISOR SIGNATURE AND DATE

11.H. Employee Count

	Budgeted 2026-27	SEPT 2026	HR Vacancies
*Administrative	16	16	0
**Professional	102	98	4
Faculty	132	126	6
***Technical Support, Clerical & Maintenance (TSCM)	135	122	13
Total Full-Time (FT) Employees	385	362	23

**Count includes 5 grant funded *professional employees*

11.I. Resignation/Retirement Report

Resignation / Termination Report

	Name	Position / Department	Last Day Worked	Reason
1	Emilio "Chicky" Esquivel	Police Officer	8/31/2026	Retirement
2	Gabrielle Ceora Chambers	Police Officer	9/17/2026	Resignation
3				
4				
5				
6				
7				
8				
9				
10				

12. **Consent Agenda**

12.A. **Minutes**

12.A.1. August 20, 2026, Regular Board Meeting

**ALVIN COLLEGE
REGULAR MEETING OF AUGUST 20, 2026
OFFICIAL MINUTES**

The Board of Regents of Alvin College met at a regular session on the 20th day of August at 6:00 p.m., with the following members, administrative personnel, and guests present:

Regents Present

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

Alvin College Administration Present

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

Alvin College Employees & Guests Present

Alan Phillips	Leigh Ann Moore	Anita Exley
Bryan Hinshaw	Michael Smith	Kyle Stone
Felicia Jimenez	Patrick Sanger	Misty Abraham
Haley Lovell	Marby McKinney	Billy Allan
Huff Mann	Scott Turnbough	Krista Andersen
Jessica Ranero-Ramirez	Theresa Rios	
John Murray	Lilly Garcia	
John Tompkins	Patty Sanchez	
Kyle Marasckin	Scott Turnbough	
Laurel Joseph	Doug Lauersdorf	
LaVonna Miller		

Call to Order

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

Certification of Posting of Notice

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

Board Recognitions

Over the past year, Alvin College has worked hard to develop a new program with the Houston Endowment planning grant to optimize HB8 funding and apply for the second phase of the grant. Our Grants Director Lilly Garcia poured countless late nights and weekends into these submissions, making sure every detail was right and every deadline was met. Her dedication went well beyond what was asked of her, and it reflects the genuine care she brings to her work and to Alvin College. We are deeply grateful for her commitment and for the difference her efforts have made in advancing opportunities for the college and our students.

Pledge and Invocation

The invocation was delivered by Secretary Hertenberger.

Citizen Inquiries

There were no citizen inquiries.

Board Chairman Report/Comments

Regents commented on the well-attended lectures given by Dr. Exley and Darren Shelton, the new setup at Convocation, and wished staff the best with the start of the new year.

Committee Reports

The Facilities and Finance Committees met on August 31, 2026.

Vice Chair Crumm presented the Facilities Committee report. The committee discussed roofing on Buildings S and T, installation of a surge protector for the central plant, the boiler in Building E, brick column repairs across campus, and repairs to the air-handling unit in Building S.

Regent Shelton presented the Finance Committee report. The committee discussed the proposed 2026–2027 budget.

Approval of the Consent Agenda

Regent Shelton moved to approve the Consent Agenda, which included the Minutes of the July 20, 2026 Board Workshop, the July 23, 2026 Regular Board Meeting, the August 10, 2026 Special Called Board Meeting, and the August 10, 2026 Board Budget Workshop; the Grants Report; the Texas Higher Education Coordinating Board Nursing Shortage Reduction Program (NSRP) Grant; the Texas Workforce Commission Skills Development Fund (SDF) Grant; and the Personnel Action for the Dean of Career and Technical Programs. Seconded by Regent Marvel. Motion passed unanimously.

President's Report

- **New BSN Program:** Alvin College received approval from the Texas Board of Nursing to move forward with developing its online Bachelor of Science in Nursing program, with plans to begin in the spring.
- **Fall Convocation:** Faculty and staff participated in Fall Convocation, including campus updates, breakout sessions, and division meetings in preparation for the new semester.
- **Permission to Pause:** Employees enjoyed an opportunity to relax, connect with colleagues, and spend time with puppies following Monday's convocation.
- **Community Leadership:** Dr. Exley presented adaptive leadership to the Pearland Chamber of Commerce at Alvin College West, focusing on resilient teams, navigating challenges, and fostering innovation.
- **Campus Updates & Support:** New artwork was installed in the S Building, and the college hosted a clothing drive benefiting students through the Student Resource Center.
- **State of D.C. Luncheon:** Congressmen Troy Nehls and Randy Weber discussed current federal issues and legislative activity at the August 11 luncheon.
- **Student Activities:** Incoming students participated in orientation sessions to learn about college resources and services, while Lab School students celebrated with a foam party.
- **Alvin ISD Partnership:** College administrators met with new Alvin ISD Superintendent Dr. Rhonda Mason to discuss the existing partnership and future opportunities.
- **Student Resource Center Impact:** According to the Houston Food Bank, the center served 233 students, distributed more than 63,665 meals and 76,399 pounds of food, and generated an economic impact of more than \$90,000 for the community.

This report was for information only.

Consider Approval of the President's Goals for 2026-2027

Regent Knappe moved to approve the President's Goals for 2026-2027 as presented during the August 10, 2026, Board Workshop. Seconded by Regent Marvel. Motion passed unanimously.

Consider Adoption of the 2026-2027 Fiscal Year Budget

Secretary Hertenberger moved to approve the adoption of the 2026-2027 budget of \$57,288,219, as presented. Effective September 1, 2026, this budget includes a salary increase for eligible employees of 3%. Eligible employees are full-time faculty, full-time staff, and part-time staff hired on or before March 1, 2026. Faculty will receive a one-step increase and an additional pay increase that together will equal 3%. Seconded by Regent Hoover. Votes not in favor were cast by Regents Shelton, Marvel, Knappe, and Pyburn. Motion passed 5-4.

Consider Approval of the Proposed Tax Rate for the 2026-2027 Fiscal Year

Vice Chair Crumm moved that the Board take a record vote to propose a hearing to be held on September 23, 2026, at 6:00 p.m. in the Nolan Ryan Center immediately followed by a Board meeting to consider the proposal of adopting a tax rate of \$0.162500, which is above the No New Revenue Tax Rate but not above the Voter Approval Tax Rate for FY 2026-2027. Seconded by Secretary Hertenberger. Votes not in favor were cast by Regents Shelton, Marvel, Knappe, and Pyburn. Motion passed 5-4.

Consider Approval of Fiscal Year 2026-2027 Cooperative Purchasing Programs

Regent Marvel moved to approve the utilization of purchasing cooperatives and interlocal agreements on an as-needed basis for authorized expenditures utilizing fiscal year 2026-2027 funds. Seconded by Regent Shelton. Motion passed unanimously.

Consider Approval of Annual Purchasing Requests for Fiscal Year 2027

Secretary Hertenberger moved to approve the Annual Purchasing Requests for Fiscal Year 2026-2027, which includes annual contract renewals and anticipated expenditures in excess of \$100,000.00. Seconded by Regent Hoover. Votes not in favor were cast by Regents Shelton, Marvel, and Pyburn. Motion passed 6-3.

Consider Approval of FXRizzo Consulting as Staff Augmentation Project Manager During the Maintenance Tax Note

Secretary Hertenberger moved to authorize the President to negotiate and enter into a contract with FXRizzo Consulting to serve as the Staff Augmentation Project Manager for the Maintenance Tax Note for 3 years, with options to renew for up to 3 additional years. Seconded by Regent Shelton. Motion passed 9-0.

Consider Approval of the Investment Strategy

Regent Shelton moved to adopt the Investment Strategy with noted amendments for the 2026-2027 fiscal year. Seconded by Regent Hoover. Regent Shelton abstained from voting due to a conflict of interest. Motion passed 8-0, with one abstaining.

Financial Report Ending July 31, 2026

Regent Marvel moved to approve the Financial Report for July 31, 2026. Seconded by Secretary Hertenberger. Motion passed unanimously.

Executive Session

For the purpose of a private consultation with its attorney when seeking the advice of its attorney about pending or contemplated litigation, or a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this Chapter, in accordance with Tex. Gov't Code Section 551.071; or to deliberate the purchase, exchange, lease, or value of real property, if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person, in accordance with Tex. Gov't Code Section 551.072; or to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee, in accordance with Tex. Gov't Code Section 551.074.

The meeting was called back into session by Chair Sanchez at 9:15 p.m.

Adjournment

There being no further business before the Board, Chair Sanchez adjourned the meeting at 9:15 p.m.

Dr. Patty Hertenberger, Secretary

'Bel Sanchez, Chair

12.A.2. September 8, 2026, Special Called Board Meeting

**ALVIN COLLEGE
BOARD SPECIAL CALLED MEETING OF September 8, 2026
OFFICIAL MINUTES**

The Board of Regents of Alvin College met for a Special Call Board Meeting on the 8th day of September at 10:45 a.m., with the following members, administrative personnel, and guests present:

Regents Present

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

Absent

Mike Pyburn	Regent
Kam Marvel	Regent

Alvin College Administration Present

Dr. Robert Exley	President
Dr. Stacy Ebert	Provost & Vice President of Workforce & Strategy
Beth Nelson	Vice President of Administrative Services
Kelly Klimpt	Vice President of Information Technology
Wendy Del Bello	Vice President of Outreach & Development
John Matula	Vice President of Student Services
Rene De Leon	Business Intelligence Officer

Alvin College Employees & Guests Present

Felicia Jimenez
Kyle Stone

Call to Order

Chair Sanchez called the meeting to order at 10:48 a.m.

Certification of Posting of Notice

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

Pledge and Invocation

Invocation was delivered by Regent Shelton.

Citizen Inquiries

There were no citizen inquiries.

Consider Approval of Amendment to the Proposed Tax Rate for the 2026-2027 Fiscal Year

Regent Reyes-Hall moved to amend the property tax rate for FY 2026-2027 proposed at the August 20, 2026, Board Meeting by inserting <0.156543> in place of <0.162500>. Seconded by Regent Hoover. The motion passed 7-0.

Secretary Hertenberger amended the motion that the Board take a record vote to propose a hearing to be held on September 23, 2026, at 6:00 pm in the Nolan Ryan Center to consider the proposal of adopting a tax rate of <0.156543>, which is above the No New Revenue Tax Rate but not above the Voter Approval Tax Rate for FY 2026-2027. Seconded by Regent Hoover. The motion passed 7-0.

Adjournment

There being no further business before the Board, Chair Sanchez adjourned the meeting at 10:51 a.m.

Dr. Patty Hertenberger, Secretary

'Bel Sanchez, Chair

12.B. **Grants Report**



Robert J. Exley, PhD
President

MEMORANDUM NO: 138-2026

TO: Board of Regents
FROM: Robert J. Exley, PhD 
DATE: September 15, 2026
SUBJECT: Federal, State, and Private Grants Report

Attached is the Alvin College Grant Status Report as of September 1, 2026.

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

As for this reporting date:

- Active funded grants total: \$5,519,505.69
- Grant applications under funder review: \$3,281,309.84
- Grant Applications in Development: N/A

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

RJE:fmj

Alvin College Grants

September 1, 2026

Alvin College has the following in grant activity:

\$5,519,505.69	Active Funded Grants
\$3,281,309.84	Grant Applications in the Funder Review Process
N/A	Grant Applications in the Development Process

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

Alvin College Grant Status Report as of September 1, 2026

Grant Name/Fund Source	Begin Date	End Date	Personnel	Emphasis	Funds Utilization	Amount	Alvin College Role	Partner	Purpose	Grant Type
U.S. Department of Education - Upward Bound #P047A220229	9/1/2022	8/31/2027	Cherilyn Brooks	Upward Bound	Materials, Staffing, Travel, Courses for College Exposure & Preparation	\$ 1,562,400.00	Primary	Alvin ISD	Implement a federally funded college preparatory program for low-income and potential first generation college going participants to increase post-secondary enrollment and graduation (5 years, \$312,480 per year)	Federal Discretionary Competitive
THECB Nursing Shortage Reduction Program #28849	3/6/2023	8/31/2027	Elizabeth Saucedo	Nursing	Professional Development, Equipment, Supplies	\$ 196,673.26	Primary	N/A	Provide support to improve retention and completion rates of Nursing students.	State Formula Non-Competitive
U.S. Department of Labor Strengthening Community Colleges 5 #25A60CC000038	2/1/2025	1/31/2029	Pamela Berry-Richardson	CEWD CNC Machining	Equipment, Personnel, Curriculum Development	\$ 1,514,520.00	Primary	N/A	Funds provide for creating a sector-based strategy to align CNC Machining training to employer needs in the region and increase the number of women in the program.	Federal Discretionary Competitive
THECB Nursing Innovation Grant - Rider 64 #01750	2/1/2025	1/31/2027	Elizabeth Saucedo Justin Morgan	Nursing Pathway	Personnel, Curriculum, Tuition Assistance, Supplies	\$ 999,500.00	Primary	N/A	Funds used to develop a preceptorship program to increase clinical sites for students in Certified Nursing Asst., Clinical Medical Asst. Patient Care Tech., Licensed Vocational Nursing, Associate Degree Nursing, and Bachelors of Science in Nursing programs.	State Discretionary Competitive
THECB Nursing Shortage Reduction Program #02223	3/1/2025	2/28/2027	Elizabeth Saucedo	ADN Program	Professional Development, Equipment, Supplies	\$ 92,913.20	Primary	N/A	Provide support to improve retention and completion rates of Nursing students.	State Formula Non-Competitive
THECB Nursing, Allied Health and Other Health-Related Education Grant Program (NAHP) #02081	6/30/2025	5/31/2027	Ashley White Justin Morgan	ADN Program	Personnel, Equipment, Supplies	\$ 150,000.00	Primary	N/A	Funds provide for equipment and supplies for the ADN program.	State Discretionary Competitive
Office of the Governor Criminal Justice Grant Program #5318301	10/1/2025	9/30/2026	TBD	ACPD	Equipment - Radios	\$ 123,739.00	Primary	N/A	Funds provide for 15 personal radios for ACPD officers and 4 mobile unit radios for vehicles and base station.	State Discretionary Competitive
Office of the Governor Criminal Justice Grant Program #5481601	10/1/2025	9/30/2026	TBD	ACPD	Equipment - Vehicle	\$ 82,700.00	Primary	N/A	Funds provide for one Chevrolet Silverado 1500 Truck with law enforcement light package.	State Discretionary Competitive
Houston Endowment Planning to Maximize HB 8 Funding and Student Completion Grant #33954	11/1/2025	10/31/2026	Dr. Stacy Ebert	Institutional Improvement	Research and Contract Services	\$ 500,000.00	Primary	N/A	Provides for research services and technical assistance to develop an implementation plan for optimizing HB 8 funding.	Private / Foundation
Office of the Governor State and Local Cybersecurity Grant Program - Mitigation Projects 2	1/1/2026	12/31/2027	Billy Allen	Institutional Cybersecurity	Personnel, Software, Contract Services	\$ 84,276.24	Primary	N/A	Funds provide for upgrading institutional cybersecurity. 20% institutional match required. <i>Application submitted 2/13/2025. Budget amended by funder.</i>	State Discretionary Competitive
Texas Workforce Commission Skills for Small Business	3/17/2026	3/31/2027	Alison Brisco	CEWD	Instruction and Training	\$ 52,500.00	Primary	FlexMore	Skills training for employees of local small businesses.	State Discretionary Competitive
Texas Workforce Commission Skills Development Fund #2826SDF004	7/30/2026	6/30/2027	Alison Brisco	CEWD	Instruction and Training	\$ 50,000.00	Primary	SolvChem, TJL Industries	Skills training for employees of SolvChem and TJL Industries. Awarded as a contingency contract; businesses to be formally added.	State Discretionary Competitive
THECB Nursing Shortage Reduction Program #1096.2162	6/24/2026	3/31/2028	Elizabeth Saucedo	ADN Program	Personnel, Curriculum	\$ 87,283.99	Primary	N/A	Provide support to improve retention and completion rates of Nursing students.	State Formula Non-Competitive
STATE/FEDERAL GRANTS SUBTOTAL						\$ 5,496,505.69				

Grant Name/Fund Source	Begin Date	End Date	Personnel	Emphasis	Funds Utilization	Amount	Alvin College Role	Partner	Purpose	Grant Type
2026-2027 Alvin College Foundation Innovative Initiative Grant	9/1/2026	8/31/2027	Misty Abraham	Student Services	Student Scholarships	\$ 3,000.00		N/A	Funds student scholarships for Discovery Day/Back to Campus event.	Private / Foundation
2026-2027 Alvin College Foundation Innovative Initiative Grant	9/1/2026	8/31/2027	Laura Trigo	Culinary	Equipment & Supplies	\$ 1,000.00		N/A	Funds provide for culinary students participating in the Alvin Music Festival's community BBQ cook-off.	Private / Foundation
2026-2027 Alvin College Foundation Innovative Initiative Grant	9/1/2026	8/31/2027	Bryan Hinshaw and Melinda Laurence	Facilities	Equipment & Supplies	\$ 3,000.00		N/A	Funds the installation of a campus covered seating or gazebo to enhance student life and outdoor spaces.	Private / Foundation
2026-2027 Alvin College Foundation Innovative Initiative Grant	9/1/2026	8/31/2027	Michael Mejia	Welding	Equipment & Supplies	\$ 3,000.00		N/A	Funds cover the purchase of protection safety equipment to safeguard welding students and provide hands-on training in workplace safety.	Private / Foundation

2026-2027 Alvin College Foundation Innovative Initiative Grant	9/1/2026	8/31/2027	Stephanie Martinez	Employee/ Student Wellness	Supplies	\$ 1,000.00		N/A	Funds educational materials for the Campus Wellness Collaborative - A Unified Approach to Employee and Student Wellbeing.	Private / Foundation
2026-2027 Alvin College Foundation Innovative Initiative Grant	9/1/2026	8/31/2027	Heather Lewis	Biology	Supplies	\$ 2,000.00		N/A	Funds support the purchase of pocket prairie plant tags for the Alvin College Pollinator Project and Pocket Prairie initiative, providing hands-on educational opportunities for biology students and the community.	Private / Foundation
2026-2027 Alvin College Foundation Innovative Initiative Grant	9/1/2026	8/31/2027	Sergeant Jessica Trevino	Campus Police	Equipment	\$ 2,000.00		N/A	Funds cover the purchase and installation of illuminated traffic signs on campus to improve driver visibility and enhance campus safety.	Private / Foundation
2026-2027 Alvin College Foundation Innovative Initiative Grant	9/1/2026	8/31/2027	Brittani Bewick	CEWD BioTechnology	Instruction	\$ 3,000.00		N/A	Funds support the creation of a Mixed-Reality Biomanufacturing Lab, giving students cutting-edge immersive training.	Private / Foundation
National Association for Community College Entrepreneurship Everyday Entrepreneur Grant	7/14/2025	12/31/2026	Dr. Mary Jove	Business	Personnel, Student Support, Marketing	\$ 5,000.00	Primary	N/A	Funds provide to conduct a student pitch competition around entrepreneurship.	Private / Foundation
ALVIN COLLEGE FOUNDATION GRANTS SUBTOTAL						\$ 23,000.00				
TOTAL, ALL ACTIVE GRANTS						\$ 5,519,505.69				

Grant Name/Fund Source	Begin Date	End Date	Personnel	Emphasis	Funds Utilization	Amount	Alvin College Role	Partner	Purpose	Grant Type
Office of the Governor Criminal Justice Grant Program - Camera Project	10/1/2026	9/30/2027	TBD	Police Department	Equipment	\$ 44,646.36	Primary	N/A	Funds provide body-worn cameras for the Alvin College Police Department. <i>Application submitted February 12, 2026.</i>	State Discretionary Competitive
Office of the Governor Criminal Justice Grant Program	10/1/2026	9/30/2027	TBD	Police Department	Equipment	\$ 25,384.15	Primary	N/A	Funds provide equipment for the Alvin College Police Department. <i>Application submitted February 12, 2026.</i>	State Discretionary Competitive
Office of the Governor State and Local Cybersecurity Grant Program - Mitigation Projects 3	9/1/2026	8/31/2027	Billy Allen	Institutional Cybersecurity	Personnel, Software, Contract Services	\$ 79,835.33	Primary	N/A	Funds provide for upgrading institutional cybersecurity. 30% institutional match required. <i>Application submitted February 11, 2026.</i>	State Discretionary Competitive
THECB Perkins Basic Grant	9/1/2026	8/31/2027	Dr. Debra Fontenot	Technical Programs	Personnel, Support, Technical Supplies, Equipment	\$ 211,524.00	Primary	N/A	Provide personnel, student assistance, supplies, and equipment required for technical program instruction. <i>Application submitted July 10, 2026.</i>	State Formula Non-Competitive
Houston Endowment Implementation Grant	11/1/2026	10/31/2029	TBD	Student Services, CDL, and Logistics	Personnel, Equipment, Contract Services, Professional Development, Software	\$ 2,919,920.00	Primary	N/A	Supports a CDL and Logistics workforce training project, including student support services, a CRM system with early alert, equipment, and professional development. <i>Application submitted July 31, 2026.</i>	Private / Foundation
Total, Grants in Funder Review						\$ 3,281,309.84				

Grant Name/Fund Source	Begin Date	End Date	Personnel	Emphasis	Funds Utilization	Amount	Alvin College Role	Partner	Purpose	Grant Type
No grants currently in development										
Total, Grants in Application Development						\$ -				

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

Grant Name/Fund Source	Application Due Date	Application Submitted	Department	Amount	Alvin College Role	Partner	Purpose	Grant Type	Reason Declined / Not Funded
ACCTAC US-UK Community College and Technical Education Exchange Grant	10/3/2025	Y	Study Abroad	\$ 18,250.00	Primary	N/A	Provides funds for travel to the United Kingdom, program development and student scholarships.	Private Foundation	Alvin College was not selected.
THECB Texas Reskilling and Upskilling for Education (TRUE) Grant	9/8/2025	Y	CEWD EMT Program	\$ 500,000.00	Primary	N/A	Provide for expanding CEWD EMT program by adding Paramedic.	State Discretionary Competitive	Alvin College was not selected.
Texas Historical Foundation	10/14/2025	Y	History Program	\$ 7,120.00	Primary	N/A	Funds support the <i>Experiencing Texas History</i> program for students to visit key prehistoric and historic sites as part of the Honors-level History of Texas Course.	Private Foundation	Alvin College was not selected.
U.S. Department of Education FIPSE Special Projects	12/5/2025	N	Program Development	\$ 1,000,000.00	Primary	N/A	Funds would be used to develop new trades programs.	Federal Discretionary Competitive	Alvin College determined there was not enough time to assemble an application. The college will pursue preparing an application for a future competition.
TWC College Credit for Heroes Grant	11/6/2025	Y	Pathways	\$ 200,000.00	Primary	N/A	Provide personnel to develop a fully integrated system for standardized evaluation of Military Transcripts.	State Discretionary Non-Competitive	Alvin College was not selected.
TWC JET Grant (Jobs and Education for Texans) 2026	1/12/2026	N	Welding	\$ 375,000.00	Primary	N/A	Funds provide for Welding equipment. 5-10% institutional match required.	State Discretionary Competitive	The identified departments did not meet application requirements, therefore, the college did not apply at this time.
TWC Governor's Texas Talent Connection Grant under the Wagner-Peyser 7(b) Fund	3/31/2026	N	Fire Academy	\$ 350,000.00	Primary	N/A	Funds would be used to develop a new fire academy program.	State Discretionary Competitive	Alvin College determined that more research is needed before proceeding with a program such as this.
Texas New Mexico Power Non-Traditional Education Pathways Grant	7/8/2025	Y	STRIVE Program	\$ 15,000.00	Primary	N/A	Supports STRIVE students with job exploration.	Private Foundation	Alvin College was not selected.
Texas New Mexico Power Grant	8/29/2025	Y	Law Enforcement Academy	\$ 10,000.00	Primary	N/A	Provides the Law Enforcement Academy with two commercial rowing machines for cadet physical training.	Private Foundation	Alvin College was not selected.
TWC College Credit for Heroes Grant	3/6/2026	Y	Veterans	\$ 200,000.00	Primary	N/A	Provide personnel to develop a fully integrated system for standardized evaluation of Military Transcripts.	State Discretionary Non-Competitive	Alvin College was not selected.
Texas New Mexico Power Grants	5/28/2026	Y	Student Resource Center	\$ 10,000.00	Primary	N/A	Provides funds to support student assistance with transportation, utilities, and basic needs items.	Private Foundation	Alvin College was not selected.
Student Success and Acceleration Program (SSAP 3.0)	6/15/2026	Y	Student Resource Center	\$ 200,000.00	Primary	N/A	Provides financial supports for students with barriers to participation and completion. Application submitted June 15, 2026.	State Discretionary Competitive	Alvin College was not selected.
THECB Texas Reskilling and Upskilling for Education (TRUE) Grant	9/9/2026	N	CEWD Industrial Technology	\$ 500,000.00	Primary	N/A	Funding provides for the creation of new, the revision of existing, or the expansion of short-term CTE programs in high-demand and high-wage occupations.	State Discretionary Competitive	Alvin College determined there was not enough time to assemble an application. The college will pursue preparing an application for a future competition.
Greater Texas Foundation	8/13/2026	N	TBD	\$ 250,000.00	Primary	TBD	TBD	Private Foundation	Alvin College determined this was not a good fit for institutional needs at this time.

12.C. **Consider Approval to Sunset the HIM Program**



Robert J. Exley, PhD
President

MEMORANDUM NO: 142-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD 

DATE: September 15, 2026

SUBJECT: Recommendation to Sunset the Health Information Management (HIM) Program

The Health Information Management “HIM” program has been offered by Alvin College since Fall 2019, preparing students for careers in medical coding, records management, and health data administration. Over the past seven academic years, program enrollment, retention, and student completion has declined.

The College has developed a comprehensive teach-out strategy to ensure continuity of instruction and student support. Students will continue to have access to required HIM coursework, academic advising, and individualized degree planning.

Student progression will be monitored individually throughout the teach-out period, and the College will review enrollment and course scheduling each semester to ensure affected students can complete required coursework and program requirements through Spring 2028.

The College is also pursuing a Memorandum of Understanding with the College of the Mainland HIM Program to provide an alternative completion pathway should a student be unable to complete requirements through the institutional teach-out process. Details concerning transfer and enrollment will be communicated when the agreement is finalized.

The President recommends that the Board of Regents approve the sunset of the HIM program, effective Fall 2026 M2, with no new student admissions after that date and a teach-out plan for currently enrolled students as described below.

RJE:fmj

13. **President's Report**
14. **Fall Enrollment Report**
15. **Alvin College West Report**
16. **Title IX Report**

Chief Executive Officer Title IX Report

TO: **ACC Board of Regents**
FROM: **Dr. Robert J. Exley**, Chief Executive Officer 
DATE: **September 01, 2025-August 31, 2026**
RE: Chief Executive Officer Reporting Requirements under Tex. Educ. Code § 51.253(c)

Under the Texas Education Code (TEC), Section 51.253(c), the institution's Chief Executive Officer is required to submit a report at least once during each fall or spring semester to the institution's governing body and post on the institution's internet website a report concerning the reports received by employees under the TEC, Section 51.252, concerning "sexual harassment," "sexual assault," "dating violence," or "stalking" as defined in the TEC, Section 51.251, and any disciplinary actions taken under TEC, Section 51.255.

For the purposes of complying with the Chief Executive Officer's reporting requirements under TEC, Section 51.253(c), the attached summary data report¹ includes all of the required reporting information to the **ACC Board of Regents** for the time period of **September 01, 2025** through **August 31, 2026**. The summary data report is categorized based on the reporting requirements under TEC, Section 51.253(c). The reports received may be applicable in multiple reporting categories, and therefore, the summary data in the categories may not add up to the totals of other categories.

The summary data report is also posted on the institution's website as per the public reporting requirements under TEC, Section 51.253(c) at <https://www.alvincollege.edu/student-information/Title-IX.html>.

Note: Any additional reports received by the Title IX Coordinator that do not meet the required reporting criteria in the Texas Education Code have been omitted for the compliance purposes of this specific report.

¹ When identifiable, duplicate reports were consolidated and counted as one report in the summary data, and confidential employee reporting is noted as a sub-set to the total number of reports received.

CEO Summary Data Report

September 01, 2025 through August 31, 2026.

Texas Education Code, Section 51.252	
Number of reports received under Section 51.252	7
Number of confidential reports ² under Section 51.252	0
Number of investigations conducted under Section 51.252	7
Disposition ³ of any disciplinary processes for reports under Section 51.252:	
a. Concluded, No Finding of Policy Violation	6
b. Concluded, with Employee Disciplinary Sanction	0
c. Concluded, with Student Disciplinary Sanction	1
d. SUBTOTAL	7
Number of reports under Section 51.252 for which the institution determined not to initiate a disciplinary process	6
Texas Education Code, Section 51.255	
Number of reports received that include allegations of an employee's failure to report or who submits a false report to the institution under Section 51.255(a)	0
Any disciplinary action taken, regarding failure to report or false reports to the institution under Section 51.255(c) :	
a. Employee termination	0
b. Institutional intent to termination, in lieu of employee resignation	0

² "Number of confidential reports" is a sub-set of the total number of reports that were received under Section 51.252, by a confidential employee or office (e.g., Counseling Center, Student Health Center, Victim Advocate for Students, or Student Ombuds).

³ "Disposition" means "final result under the institution's disciplinary process" as defined in the Texas Higher Education Coordinating Board's (THECB) rules for TEC, Section 51.259 [See 19 Texas Administrative Code, Section 3.6(3) (2019)]; therefore, pending disciplinary processes will not be listed until the final result is rendered.

17. **Consider Approval of the Tax Rate for Fiscal Year 2026-2027**



Robert J. Exley, PhD
President

MEMORANDUM NO: 144-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD

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

DATE: September 16, 2026

SUBJECT: Tax Rate for 2026-2027 Fiscal Year

During the August 20, 2026, Board meeting, Regents approved the Fiscal Year 2026-2027 budget of \$57,288,219. At the Special Called Meeting held on September 8, 2026, Regents proposed to adopt a total tax rate of .156543, which is above the No New Revenue Tax Rate but below the Voter Approval Rate.

The “Notice of Meeting to Vote on Tax Rate” on the following page has been posted on the College website and is included here for the Board of Regents’ reference. A motion to adopt an ordinance, resolution, or order setting the tax rate must be a record vote, and 60% of the governing body must vote in favor of the adoption of the tax rate.

Recommendation

IT IS RECOMMENDED THAT THE BOARD ADOPT THE TOTAL TAX RATE OF \$0.156543 FOR THE 2026-2027 FISCAL YEAR. THIS YEAR’S PROPOSED TAX RATE IS ABOVE THE NO NEW REVENUE RATE BUT BELOW THE VOTER APPROVAL RATE.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR’S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 0.00 PERCENT.

Debt Rate:	\$0.000000
M&O Rate:	\$0.156543
Total Rate	\$0.156543

RJE:fmj

Section 26.05(b) of Property Tax Code
Worksheet for Determination of Steps Required for Adoption of Tax Rate
ALVIN COLLEGE

M&O Tax Increase in Current Year	
1. Last year's taxable value, adjusted for court-ordered reductions. Enter Line 8 of the No-New-Revenue Tax Rate Worksheet.	\$22,616,995,341
2. Last year's M&O tax rate. Enter Line 29 of the Voter-Approval Tax Rate Worksheet.	\$0.156543/\$100
3. M&O taxes refunded for years preceding tax year 2025.	\$278,355
4. TIF Adjustment. Enter Line 32B of the Voter-Approval Tax Rate Worksheet.	\$0
5. Last year's M&O tax levy. Multiply line 1 times line 2 and divide by 100. To the result, add line 3 and subtract line 4.	\$35,683,678
6. This year's total taxable value. Enter line 22 of the No-New-Revenue Tax Rate Worksheet.	\$23,810,114,990
7. This year's proposed M&O tax rate. Enter the proposed M&O tax rate approved by the Governing Body.	\$0.156543/\$100
8. This year's M&O tax levy. Multiply line 6 times line 7 and divide by 100.	\$37,273,068
9. M&O Tax Increase (Decrease). Subtract line 5 from line 8.	\$1,589,390
Comparison of Total Tax Rates	
10. No-New-Revenue Total Tax Rate.	\$0.154953/\$100
11. This year's proposed total tax rate.	\$0.156543/\$100
12. This year's rate minus No-New-Revenue rate. Subtract line 10 from line 11.	\$0.001590
13. Percentage change in total tax rate. Divide Line 12 by line 10.	1.03%
Comparison of M&O Tax Rates	
14. No-New-Revenue M&O Tax Rate. Enter line 40 of the Voter-Approval Tax Rate Worksheet.	\$0.156858/\$100
15. This year's proposed M&O tax rate.	\$0.156543/\$100
16. This year's rate minus No-New-Revenue rate. Subtract line 14 from line 15.	\$-0.000315
17. Percentage change in M&O tax rate. Divide line 16 by line 14.	-0.20%
Raised M&O Taxes on a \$100,000 Home	
18. This year's taxable value on a \$100,000 home.	\$100000
19. Last year's M&O tax rate.	\$0.156543/\$100
20. This year's proposed M&O tax rate.	\$0.156543/\$100
21. This year's raised M&O taxes. Subtract line 19 from line 20 and multiply result by line 18.	\$0.00
22. Percentage change in M&O taxes.	0.00%

18. **Financial Report Ending August 31, 2026**



Robert J. Exley, PhD
President

MEMORANDUM NO: 143-2026

TO: Board of Regents

FROM: Robert J. Exley, PhD *RJE*

DATE: September 15, 2026

SUBJECT: Financial Report - Year-to-Date Ending August 31, 2026 - UNAUDITED

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

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

Table 1.

					<i>Over/(Under)</i>
	<i>Revenues</i>	<i>M&O Budget</i>	<i>M&O Actual</i>	<i>% of Budget</i>	<i>Budget</i>
	<i>Total Operating Revenues</i>	7,919,280	8,811,060	111.26%	891,780
	<i>Total Non-Operating Revenues</i>	47,972,843	48,478,674	101.05%	505,831
	<i>Total Revenues</i>	55,892,123	57,289,734	102.50%	1,397,611
	<i>Expenses</i>	<i>M&O Budget</i>	<i>M&O Actual</i>	<i>% of Budget</i>	<i>Over/(Under)</i>
	<i>Total Operating Expenses</i>	55,892,123	50,531,568	90.41%	(5,360,555)

This represents twelve months (or 100.0%) of the fiscal year, with operating revenues on track and expenses consistent with projections.

RJE:fmj

Alvin College
Consolidated Statements of Net Assets

	August 31, 2026	August 31, 2025	Variance	Explanations/Descriptions
Current Assets				
Cash and cash equivalents	54,729,330	16,404,684	38,324,646	
Short-term investments	22,249,286	17,713,977	4,535,309	
Accounts receivable, net	4,887,517	5,204,060	(316,543)	Installment Plans outstanding, billing outstanding to sponsors and third parties, grant billings, and CE billings
Prepays	4,935	1,245,865	(1,240,930)	Travel advances and prepaid expenses
Inventories	197,705	214,817	(17,112)	
Total Current Assets	82,068,773	40,783,403	41,285,370	
Noncurrent assets				
Long-term investments	3,000,000	3,000,000	-	
Capital assets, net	46,419,880	46,419,880	0	
Total Assets	131,488,653	90,203,283	41,285,370	
Deferred Outflows of Resources				
Deferred outflows - pensions	2,809,276	2,809,276	-	TRS pension
Deferred outflows - OPEB	6,879,635	6,879,635	-	OPEB
Total Deferred Outflows of Resources	9,688,912	9,688,912	-	
Liabilities				
Accounts payable & accrued liabilities	2,042,793	2,287,530	(244,737)	
Net pension liability	11,288,701	11,288,701	-	
Net OPEB liability	23,196,327	23,196,327	-	
Funds held for others	62,020	57,168	4,852	Agency funds - groups, clubs, etc on campus
Deferred revenues	5,711,755	6,015,594	(6,015,594)	Grants paid in advance and fall registrations
Compensated absences	2,282,898	2,282,898	-	
Tax note payable, net of premiums	45,896,300	17,050,000	28,846,300	Annual payment
Total Liabilities	90,480,794	62,178,218	22,590,821	
Deferred Inflows of Resources				
Deferred inflows - pensions	870,725	870,725	-	TRS pension
Deferred inflow - OPEB	4,620,884	4,620,884	-	OPEB
Deferred inflow - premium on tax note	5,779,378	1,777,596	4,001,782	
Total Deferred Inflows of Resources	11,270,987	7,269,205	4,001,782	
Net Assets				
Fund Balance - Equity	39,425,784	30,444,772	8,981,012	
Total Net Assets	39,425,784	30,444,772	8,981,012	

Alvin College
Consolidated Statements of Revenue and Expense
August 31, 2026 and August 31, 2025

	Year-To-Date - UNAUDITED					Prior Year-To-Date				
	All Other Funds Actual	M&O Actual	M&O Budget	Remaining Budget	% of Budget	All Other Funds Actual	M&O Actual	M&O Budget	Remaining Budget	% of Budget
Revenues										
Operating revenues										
Tuition and fees	3,405,896	8,715,030	7,869,280	845,750	110.75%	2,795,106	7,854,545	7,213,058	641,487	108.89%
Federal grants and contracts	10,482,580	-	-	-	0.00%	10,103,588	-	-	-	0.00%
State grants (Fund 34)	1,745,855	-	-	-	0.00%	2,390,647	-	-	-	0.00%
Local grants (Fund 31 & 32)	924,789	-	-	-	0.00%	271,231	-	-	-	0.00%
Auxiliary enterprises	3,092,296	-	-	-	0.00%	2,614,594	-	-	-	0.00%
Other operating revenues	278,897	96,030	50,000	46,030	192.06%	209,497	79,331	70,000	9,331	113.33%
Total operating revenues	19,930,313	8,811,060	7,919,280	891,780	111.26%	18,384,663	7,933,876	7,283,058	650,818	108.94%
Expenses										
Operating expenses										
Administrative	-	11,414,519	13,144,943	1,730,424	86.84%	-	10,545,095	11,949,948	1,404,853	88.24%
Institutional	-	12,221,153	12,061,562	(159,591)	101.32%	-	8,398,262	10,965,056	2,566,794	76.59%
Technical Instruction	-	7,757,437	8,335,543	578,106	93.06%	-	6,948,602	7,577,766	629,164	91.70%
Academic Instruction	-	9,396,203	10,918,509	1,522,306	86.06%	-	9,255,071	9,925,917	670,846	93.24%
Student Services	-	5,108,781	5,869,277	760,496	87.04%	-	4,698,817	5,335,706	636,889	88.06%
Physical Plant	-	4,633,475	5,562,291	928,816	83.30%	-	5,052,676	4,968,106	(84,570)	101.70%
Unbudgeted Unrestricted (Fund 12)	1,408,327	-	-	-	0.00%	1,322,960	-	-	-	0.00%
Continuing Education	1,227,577	-	-	-	0.00%	1,174,771	-	-	-	0.00%
Auxiliary Enterprises	3,072,352	-	-	-	0.00%	3,222,753	-	-	-	0.00%
Local grants (Fund 31)	572,012	-	-	-	0.00%	-	-	-	-	0.00%
TPEG (Fund 32)	276,313	-	-	-	0.00%	287,349	-	-	-	0.00%
Institutional Scholarships (Fund 33)	239,965	-	-	-	0.00%	174,511	-	-	-	0.00%
State grants (Fund 34)	1,990,331	-	-	-	0.00%	2,389,292	-	-	-	0.00%
Federal Grants (Fund 35 & 36)	11,097,888	-	-	-	0.00%	10,103,587	-	-	-	0.00%
Donor Scholarships (Fund 30)	420,549	-	-	-	0.00%	267,281	-	-	-	0.00%
Unexpended Plant Fund	378,227	-	-	-	0.00%	154,353	-	-	-	0.00%
Depreciation	-	-	-	-	0.00%	992,698	-	-	-	0.00%
Debt Retirement	10,000	-	-	-	0.00%	6,338	-	-	-	0.00%
Gain on Sale of Property	-	-	-	-	0.00%	-	-	-	-	0.00%
Tax maintenance Note	1,738,364	-	-	-	0.00%	876,870	-	-	-	0.00%
Total operating expenses	22,431,904	50,531,568	55,892,123	5,360,555	90.41%	20,972,763	44,898,523	50,722,499	5,823,976	88.52%
Operating Gain/(Loss)	(2,501,591)	(41,720,508)	(47,972,843)	(4,468,775)		(2,588,100)	(36,964,647)	(43,439,441)	(5,173,158)	
Nonoperating revenues										
State appropriations*	-	11,259,500	11,154,315	105,185	100.94%	-	10,732,439	10,684,942	47,497	100.44%
State appropriations - FAST Funding	-	1,202,051	750,000	452,051	160.27%	-	652,551	-	652,551	0.00%
Property tax revenue	4,541	35,134,803	35,568,528	(433,725)	98.78%	1,606,204	31,726,844	32,254,499	(527,655)	98.36%
Investment income	133,806	835,928	500,000	335,928	167.19%	150,226	1,183,028	500,000	683,028	236.61%
Other non-operating revenues	497,999	46,392	-	46,392	0.00%	290,971	(44,847)	-	(44,847)	0.00%
Total nonoperating revenues	636,346	48,478,674	47,972,843	505,831	101.05%	2,047,401	44,250,015	43,439,441	810,574	101.87%
Provided by the State										
Revenue for Insurance and Retirement	-	2,980,557	-	2,980,557	0.00%	-	5,224,284	-	5,224,284	0.00%
State Insurance Match	-	(1,265,305)	-	(1,265,305)	0.00%	-	(1,196,882)	-	(1,196,882)	0.00%
State Retirement Match	-	(1,007,818)	-	(1,007,818)	0.00%	-	(1,924,388)	-	(1,924,388)	0.00%
State Retiree Insurance	-	(707,434)	-	(707,434)	0.00%	-	(2,103,014)	-	(2,103,014)	0.00%
Increase/(decrease) in net assets	(1,865,245)	6,758,166	0	(3,962,944)		(540,699)	7,285,368	-	(4,362,583)	
* State Approp portion generated by CE =	290,495					276,897				
Institutional Reserve	23,501,369					23,187,225				
Capital Reserve	8,966,301					3,630,977				

Alvin College
Consolidated Statements of Revenue and Expense
August 31, 2026 and August 31, 2025

	Year-To-Date - UNAUDITED					Prior Year-To-Date				
	All Other Funds Actual	M&O Actual	M&O Budget	Remaining Budget	% of Budget	All Other Funds Actual	M&O Actual	Amended M&O Budget	Remaining Budget	% of Budget
Revenues										
Operating revenues										
Total operating revenues	19,930,313	8,811,060	7,919,280	891,780	111.26%	18,384,663	7,933,876	7,283,058	650,818	108.94%
Nonoperating revenues										
Total nonoperating revenues	636,346	48,478,674	47,972,843	505,831	101.05%	2,047,401	44,250,015	43,439,441	810,574	101.87%
Less Expenses										
Operating expenses										
Total operating expenses	(22,431,904)	(50,531,568)	(55,892,123)	(5,360,555)	90.41%	(20,972,763)	(44,898,523)	(50,722,499)	(5,823,976)	88.52%
Increase/(decrease) in net assets	(1,865,245)	6,758,166	0	(3,962,944)		(540,699)	7,285,368	-	(4,362,584)	

* State Approp portion generated by CE =	290,495	276,897
Institutional Reserve	23,501,369	23,187,225
Capital Reserve	8,966,301	3,630,977

Alvin College
Continuing Education Statement of Revenue and Expense
August 31, 2026

	Year-To-Date					
	Actual Revenue	TPEG	Exemptions	Net Revenue	Actual Expense	Net Margin
Administration	290,495	634	(10,565)	280,564	375,587	(95,023)
Transcript Fees	225	-		225	-	225
Late Registration Fees	-	-		-	-	-
EKG	37,680	(2,261)		35,419	21,027	14,392
Dental Assistant	26,250	(1,575)		24,675	11,414	13,261
Emergency Medical Tech	46,710	(2,803)		43,907	26,480	17,427
Phlebotomy	97,565	(5,854)		91,711	54,022	37,689
CPR	6,900	-		6,900	3,690	3,210
Medication Aide	18,750	(1,125)		17,625	22,261	(4,636)
Certified Nursing Assistant	64,530	(3,872)		60,658	30,796	29,862
Biotech	42,840	(2,570)		40,270	29,865	10,405
Medical Office Billing	33,290	(1,997)		31,293	5,760	25,533
Truck Driving	260,406	(15,624)		244,782	285,498	(40,716)
LVN Bridge	11,565	(694)		10,871	5,760	5,111
Kids College	21,390	-		21,390	4,098	17,292
Correctional Officer	-	-		-	5,080	(5,080)
Community Programs	7,585	-		7,585	4,944	2,641
Computer Aided Drafting (CAD)	321	(18)		303	-	303
Clinical Medical Assistant	71,295	(4,278)		67,017	37,642	29,375
Machinist Program	112,480	(6,749)		105,731	75,126	30,605
STRIVE	166,621	(9,631)		156,990	104,717	52,273
TWC TJL SDF Grant	69,503	(4,170)		65,333	6,724	58,609
TWC Frazer Locke SDF Grant	191,731	(195)		191,536	82,977	108,559
TWC Small Business SSD Grant	20,000	-		20,000	16,500	3,500
Restaurant Mgmt	2,600	(156)		2,444	520	1,924
Testing	7,589	(455)		7,134	7,134	-
Forklift Training	4,205	(252)		3,953	1,075	2,878
Crane Operations	9,635	(578)		9,057	8,880	177
Total	1,622,161	(64,224)	(10,565)	1,547,371	1,227,577	319,795

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

Alvin College
Auxiliary Profit/(Loss) Statement Year-To-Date Through August 31, 2026 and August 31, 2025

	Parking	Student Activities	Bookstore	Vending	Childcare	Fitness Center	Total	Prior Year-To-Date
Revenue								
Sales & services			1,981,873	16,618	461,257	14,702	2,474,450	2,017,593
Student Fees	343,818	274,028					617,846	597,001
	343,818	274,028	1,981,873	16,618	461,257	14,702	3,092,296	2,614,594
Expenses								
Purchases & Returns			1,558,488				1,558,488	1,715,041
Salaries		177,178	256,539		372,404	60,814	866,935	892,062
Staff Benefits		26,689	63,085		104,749	1,520	196,043	217,940
Supplies & Other Operating Expenses	226,346	73,298	23,600	10,439	31,572	3,740	368,995	366,844
Equipment	4,195		48,435				52,630	480
Bank Charges			17,750		11,511		29,261	30,386
Scholarships							-	-
	230,541	277,165	1,967,897	10,439	520,236	66,074	3,072,352	3,222,753
Excess revenue over expenses	113,277	(3,137)	13,976	6,179	(58,979)	(51,372)	19,944	(608,159)
Assets:								
Cash & Petty Cash			2,513				2,513	2,513
Accounts Receivable			206,502				206,502	212,463
Interfund Receivables	57,633	376,812	701,564	15,273	(219,364)	(148,034)	783,884	710,255
Inventory			197,705				197,705	214,817
Total Assets	57,633	376,812	1,108,284	15,273	(219,364)	(148,034)	1,190,604	1,140,048
Liabilities:								
Accounts Payable/Gift Certificates	4,214	1,585	20,741		4,908	50	31,498	39,665
Deferred Revenue	138,005	108,104	618,508			920	865,537	826,759
Total Liabilities	142,219	109,689	639,249	-	4,908	970	897,035	866,424
Restricted Fund Balance (includes inventories)		-	197,705	-			197,705	214,817
Unrestricted Fund Balance	(84,586)	267,123	271,330	15,273	(224,272)	(149,004)	95,864	58,806
Total Liabilities & Fund Balance	57,633	376,812	1,108,284	15,273	(219,364)	(148,034)	1,190,604	1,140,048

Alvin College
Auxiliary Profit/(Loss) Statement - Year-To Date Through August 31, 2025

	Parking	Student Activities	Bookstore	Vending	Childcare	Fitness Center	Total
Revenue							
Sales & services			1,547,477	12,946	434,259	22,911	2,017,593
Student Fees	330,295	266,706					597,001
	330,295	266,706	1,547,477	12,946	434,259	22,911	2,614,594
Expenses							
Purchases & Returns			1,715,041				1,715,041
Salaries	118,980	157,271	232,702		325,625	57,484	892,062
Staff Benefits	29,929	28,595	58,086		99,616	1,714	217,940
Supplies & Other Operating Expenses	204,227	75,211	32,695	10,408	37,346	6,957	366,844
Equipment	480						480
Bank Charges			18,068		12,203	115	30,386
Scholarships							-
	353,616	261,077	2,056,592	10,408	474,790	66,270	3,222,753
Excess revenue over expenses	(23,321)	5,629	(509,115)	2,538	(40,531)	(43,359)	(608,159)
Assets:							
Cash & Petty Cash			2,513				2,513
Accounts Receivable			212,463				212,463
Interfund Receivables	(136,921)	378,756	716,400	9,094	(160,385)	(96,689)	710,255
Inventory			214,817				214,817
Total Assets	(136,921)	378,756	1,146,193	9,094	(160,385)	(96,689)	1,140,048
Liabilities:							
Accounts Payable/Gift Certificates	4,214	1,585	33,832			34	39,665
Deferred Revenue	56,729	106,911	657,301		4,908	910	826,759
Total Liabilities	60,943	108,496	691,133	-	4,908	944	866,424
Restricted Fund Balance (includes inventories)		-	214,817	-			214,817
Unrestricted Fund Balance	(197,864)	270,260	240,243	9,094	(165,293)	(97,633)	58,806
Total Liabilities & Fund Balance	(136,921)	378,756	1,146,193	9,094	(160,385)	(96,689)	1,140,048

19. **Adjournment**