

Regular Meeting
Thursday, March 23, 2023 6:00 PM

ALVIN COMMUNITY 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 COMMUNITY COLLEGE DISTRICT
BOARD OF REGENTS
MARCH 23, 2023**

It is hereby certified that a notice of this meeting was posted on the 10th day of March 2023, in a place convenient to the public on the Alvin Community College campus as required by Section 551.002, *Texas Government Code*.

Signed this 10th day of March 2023.



Dr. Robert Exley
President

3. **Executive Session**
4. **Call to Order**
5. **Pledge**
6. **Invocation**
7. **Citizen Inquiries**
8. **Board Chairman Report/Comments**
9. Information Items
 - 9.A. **Personnel Action**



Robert J. Exley, PhD
President

Your College **Right Now**

MEMORANDUM NO: 033-2023

TO: Board of Regents
FROM: Robert J. Exley, PhD *RJE*
DATE: March 2, 2023

SUBJECT: Personnel Recommendation (Replacement): Assistant Director, Physical Plant

The individual listed below has been recommended to fill the full-time position of Assistant Director, Physical Plant.

Candidate

Recommended: **BRYAN HINSHAW**

Education: Central Oklahoma Technology Center
Certification, Commercial Electricity
Certification, Principles of Technology

Experience: Sac and Fox Nation of Oklahoma
Maintenance Director October 2020 - Present

Sac and Fox Nation Juvenile Facility
Maintenance Supervisor March 2008 – October 2020
Maintenance Lead Man February 2003 – March 2008
Maintenance Technician I May 2000 – February 2003

Salary: \$82,535.00
Grade 209, 2022-2023 Staff Salary Schedule

RJE:tg

JOB DESCRIPTION

Job Title:	Assistant Director, Physical Plant		
Department:	Physical Plant	FLSA Status:	Exempt
Reports to:	Director, Physical Plant	Grade Level:	209
Safety Sensitive:	Yes	Job Category:	Professional
HR approved:	L. Hindman/N. Eslinger	Date:	3/31/2022
Last updated by:	K. Stager/H. Majeed	Date:	3/31/2022

SUMMARY

The Physical Plant Assistant Director will serve as the primary backup for the Physical Plant Director, assuming responsibility for heating, air conditioning, building and grounds maintenance work, central HVAC/chilled water systems, transportation and custodial departments when necessary.

This is a security sensitive position, and is considered "key emergency management personnel".

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

- Supervise all environmental systems personnel and oversee start-up, operation and maintenance on the following systems: interior and exterior mechanical, electrical and fire systems, generators, HVAC controls, control air compressor, hot water boilers, water chillers, pumps, motors, air handlers, ventilation equipment, cooling towers, chemical treatment equipment, water coolers, heaters and domestic water heaters.
- The Assistant Director is required to oversee and work alongside the physical plant personnel as a working manager to assist all physical plant departments.
- Oversee the operation and maintenance of water systems, electrical systems, lighting systems, HVAC systems, pneumatic systems, monitoring/control systems, fire systems and emergency generator power systems.
- Manage and conduct major preventive and emergency maintenance repairs on chillers, boilers, air handlers, air compressors, pumps, motors, and auxiliary control mechanisms.
- Install and maintain condensers, relays, controllers, transducers and related electrical components both of primary and secondary voltages.
- Assists and/or supervises technician(s) in performing major repairs in kitchen equipment as needed.
- Plan and perform maintenance and minor repairs on kitchen equipment.
- Conduct preliminary energy audits by gathering consumption data; develops tentative conclusions by comparing consumption data with meteorological tables showing the number of heating degree days and cooling degree days in the periods under study.
- Coordinate and perform routine maintenance on all fire and smoke detection systems, both analog and digital.
- Adjust and repair chemical treatment equipment.
- Execute routine maintenance on all high voltage transformers.
- Properly check the operation of environmental systems equipment and machines.
- Check the operation and calibrate, repair or replace thermostats.
- Perform minor repairs on environmental systems equipment.

- Assist and supervise technician(s) in the installation and maintenance of electrical, electronic, pneumatic, and electro-mechanical controls throughout the physical plant.
- Change light tubes, ballasts, switches, plugs and associated wiring, as needed.
- Service air handler units including the cleaning of coils, the removing and installing of filter system media, V-belt and pulley servicing, and greasing.
- Maintain air conditioning and heating pumps, seals, and shafts.
- Evaluate lays out and supervise construction as requested.
- Perform and coordinate interior and exterior mechanical/electrical environmental systems, duties include in new construction and remodeling.
- Develop and implement an ongoing preventive maintenance program for the interior and exterior mechanical/electrical environmental systems.
- Maintain an inventory on all interior and exterior mechanical/electrical environmental systems equipment, assets and supplies.
- Make certain all mechanical and other working areas are kept in a neat and orderly manner.
- Must be able to read blueprints and provide material estimates.
- Must be knowledgeable of various HVAC, mechanical and electrical environmental systems.
- Assist the Director in working with each department supervisor or lead in preparing a budget for their respective department.
- Manage all expenses as not to exceed the allocated budget and work with and train the respective supervisor or lead of each department to manage their respective departmental expenses in the Self-Service Budget System.
- Keep apprised of all material safety data sheets (MSDS) on all products used within the division and conveys this information to each employee under his/her supervision.
- Must be familiar with hazardous material management, including purchasing, use, and disposal of same.
- Assist the Director in establishing emergency procedures and emergency preparedness.
- Assist the Director in compiling records as to the use and disposal of all hazardous waste materials.
- Conduct safety training sessions for Environmental Systems Technicians as required and ensure that departments take appropriate safety and other applicable training that pertains to their respective department.
- 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.

EDUCATION

- Associate's degree or any equivalent combination of education, training, and/or experience; experience, training, and certifications may be substituted for education.
- College coursework in maintenance, facilities, construction, electrical, air conditioning, and refrigeration preferred.
- North American Technician Excellence and/or HVAC Excellence Certification preferred.
- Licensed electrician preferred.
- Certified Plant Supervisor (CPS) preferred.
- Building Systems Maintenance Certificate (SMC) preferred.

EXPERIENCE

- Minimum of five (5) years of maintenance, water, fire, electrical, HVAC system field experience.
- At least three (3) years of supervising technicians.

KNOWLEDGE, SKILLS, AND ABILITIES

- Must have a valid Driver's License and current automobile insurance.
- Environmental Protection Agency (EPA) Universal license preferred.
- Ability to read blueprints, circuitry diagrams, and construction drawings.
- Work experience interacting with all employee levels and contractors.
- Work experience involving environmental system upgrades, renovation and new construction.
- Will be required to be on call on weekends and holidays.
- May work in inclement weather and other unpleasant conditions; i.e., rain, mud, and cold.
- May work some irregular hours to handle unforeseen situations and to support weekend or evening college activities.

WORKING ENVIRONMENT

- The Assistant Director will be subjected to high noise levels and hazards associated with electrical work.
- Will come in contact with cleaning agents, lubricants, and other chemicals used in industry (i.e., water treatment acids).
- Must be capable of restoring disrupted services under emergency conditions.
- The Assistant Director must exercise great care in the discharge of duties as they are normally performed in the presence of others.

PHYSICAL DEMANDS

- The Assistant Director will be exposed to heavy lifting, climbing to heights in excess of forty (40) feet, pushing, pulling, standing, sitting, stooping, and general physical work approximately fifty (50) percent of the time. May be required to lift items weighing fifty (50) or more pounds.
- Will be exposed to electrical hazards in the discharging of his/her normal duties.

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

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

X

EMPLOYEE PRINTED NAME

X

SUPERVISORS PRINTED NAME

X

EMPLOYEE SIGNATURE AND DATE

X

SUPERVISOR SIGNATURE AND DATE

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



Robert J. Exley, PhD
President

Your College **Right Now**

MEMORANDUM NO: 034-2023

TO: Board of Regents
FROM: Robert J. Exley, PhD *RJE*
DATE: March 2, 2023
SUBJECT: Personnel Recommendation (Replacement): Visual Arts Coordinator

The individual listed below has been recommended to fill the full-time position of Visual Arts Coordinator.

Candidate
Recommended: ANGELA DURON-LARSON

Education: Rochester Institute of Technology
Master of Fine Arts, Photographic Imaging Arts
Master of Science, Art Education

Dowling College
Bachelor of Science, Professional and Liberal Art Studies

State University of New York
Associate of Applied Science, Office Management

Experience: University of Houston-Clear Lake
Adjunct Professor/Visiting Professor January 2010 - Present

Freelance Photographer
Events/Portrait Photographer, Graphic Designer January 2004 - Present

East High School, Rochester City School District
Instructor of Photography September 1998 – October 2000

Rochester Institute of Technology
Adjunct Faculty September 1998 – October 2000

Integrated Support Systems
Administrative Aide June 1991 – October 1998

ACC ALVIN COMMUNITY COLLEGE

JOB DESCRIPTION

Job Title:	Visual Arts Coordinator		
Department:	Art	FLSA Status:	Non-Exempt
Reports to:	Art Department Chair	Grade Level:	111
Safety Sensitive:	No	Job Category:	TSCM
HR approved:	Human Resources/JE	Date:	10/31/2022
Last updated by:	Art Dept Chair/CO	Date:	10/31/2022

SUMMARY

This position provides administrative support for the Art Department Chair and coordinates and installs the exhibits, events and schedules for the visual art department. This includes clerical duties, promotional and recruitment matters, assisting in academic scheduling, coordinating information for adjunct faculty, improving and maintaining work environment of the gallery, studios and class rooms. This position will also aid in fund raising events.

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

- Performs the general office duties for the Art Department
- Update department chair on budget information and assists with annual budget needs.
- Purchase supplies and equipment for department and manage purchase orders and credit cards.
- Corresponds with adjunct faculty about art department events and procedures.
- Coordinates and plan fund raising activities, mailings and invitation to events, schedules, inventory of art supplies, work orders.
- Posts and organizes enrichment workshops.
- Plans the visual art exhibit calendar and schedule-
- Recruits local artists, plans receptions, organize guest artist lectures and workshops.
- Oversees the general maintenance and aesthetic improvements of gallery area and studios.
- Promote Art Department events, oversee social media updates of events and photos of current exhibits.
- Coordinate and design the advertising, flyers and brochures to promote events.
- Primary contact for students, faculty, and visitors. Provide information, direct inquiries and solves minor problems.
- Keep track of department scholarships.
- Liaison for GCIC (Gulf Coast Intercollegiate Consortium - a partnership among the music and visual art departments of the 16 community colleges in the greater area).
- 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.

EDUCATION

- Requires Bachelor's Degree.

EXPERIENCE

- Six (6) months office or clerical experience
- Budgeting or purchasing experience
- Fundraising experience
- Recruiting experience
- Event Planning experience
- Gallery management and educational programs experience preferred.

KNOWLEDGE, SKILLS, AND ABILITIES

- Must demonstrate computer proficiency in various software programs and must have working knowledge of calculator, copy and fax machines.
- Creativity and aesthetic talents are necessary for this position.
- Must have agility and physical capability to display large quantities of art in the gallery.
- Must possess a talent in aesthetics to exhibit art.
- Must be self-motivated, organized, and efficient with ability to multitask.
- This position also requires the ability to socialize and plan large events for the public.

WORK ENVIRONMENT

The incumbent typically works in an open area office environment in the art department and uses a computer, telephone and other office equipment as needed to perform duties. The noise level in the work environment is atypical which may include music, class room instruction and frequent interruptions throughout the work day.

PHYSICAL DEMANDS

The employee is regularly required to sit, talk, and hear; frequently required to use a ladder in the gallery, hang and maneuver art pieces, repetitive hand motion, stand, walk, reach, bend or lift up to 20 pounds.

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

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

X

EMPLOYEE PRINTED NAME

X

SUPERVISORS PRINTED NAME

X

EMPLOYEE SIGNATURE AND DATE

X

SUPERVISOR SIGNATURE AND DATE

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

9.B. Headcount Report

ALVIN COMMUNITY COLLEGE

EMPLOYEE CATEGORIES

SPRING 2023 As of 2/28/2023

MARCH

	Budgeted 2022-23	MARCH 2023	HR Vacancies
Administrative	14	12	2
*Professional	88	74	11
Faculty	121	116	2
**Technical Support, Clerical & Maintenance (TSCM)	117	103	11
Total Full-Time (FT) Employees	340	305	26

*Count includes 3 grant funded *professional* employees

**Count includes 2 grant funded *TSCM* employees

9.C. Resignation/Retirement Report

Resignation/Termination Report

	Name	Position / Department	Last Day Worked	Reason
1	Josh Robinson	Pathways Advisor	3/17/2023	Resignation
2	Cameron Thomas	Administrative Assistant, Upward Bound	3/21/2023	Resignation
3	Natalie Freese	Director, Learning Commons	4/14/2023	Resignation
4				
5				
6				
7				
8				

10. **Consent Agenda**
 - 10.A. **Minutes**

**ALVIN COMMUNITY COLLEGE
BOARD RETREAT OF FEBRUARY 18, 2023
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in a Board Retreat on the 18th day of February, 2022 at 8:00 a.m., with the following members, administrative personnel, and guests present:

'Bel Sanchez	Chair
Patty Hertenberger	Secretary
Jim Crumm	Regent
Michael Hoover	Regent
Kam Marvel	Regent
Yvette Reyes-Hall	Regent
Jake Starkey	Regent
Robert Exley	President, Alvin Community College
Stacy Ebert	Alvin Community College
Karl Stager	Alvin Community College

Tammy Giffrow

Dr. Bill Holda

Dick Tyson

Call to Order

The meeting was called to order by Chair Sanchez at 8:12 a.m. at which time she called roll.

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*.

Citizens Inquiry

Mr. Dick Tyson addressed the Board of Regents on thoughts regarding the college.

Executive Session

Chair Sanchez called the retreat into Executive Session at 8:22 and dismissed any visitors. The meeting was called back to order at 8:27 a.m.

Board Team Building with Facilitator

Dr. Bill Holda, ACCT, facilitated team building with the Alvin Community College Board of Regents. The Board engaged in productive dialogue on their backgrounds, community and service, Board involvement in college decision making and processes. The Board agreed that the information that Dr. Holda presented would be useful in navigating future projects and programs.

Executive Session

Chair Sanchez announced the convening of the Board of Regents into Executive Session and dismissed any visitors at 12:08 p.m.

Adjournment

The meeting was called back to order at 1:47 p.m. and adjourned at 1:58 p.m.

Dr. Patty Hertenberger, Secretary

'Bel Sanchez, Chair

**ALVIN COMMUNITY COLLEGE
REGULAR MEETING OF FEBRUARY 23, 2023
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in a regular session on the 23rd day of February at 6:00 p.m., with the following members, administrative personnel, and guests present:

'Bel Sanchez	Chairman
Jody Droege	Vice-Chair
Patty Hertenberger	Secretary
Jim Crumm	Regent
Kam Marvel	Regent
Michael Hoover	Regent
Yvette Reyes-Hall	Regent
Jake Starkey	Regent
Robert Exley, PhD	President, Alvin Community College
Michael Beck	Alvin Community College
Wendy Del Bello	Alvin Community College
Nichole Eslinger	Alvin Community College
Kelly Klimpt	Alvin Community College
John Matula	Alvin Community College
Karl Stager	Alvin Community College

Beth Nelson
Clay Grover
Tammy Giffrow
Kyle Marasckin
John Tompkins
Alyssa Bullock
Nadia Nazarenko

Jeff Parks
Debra Fontenot
Brett Haduch
Anita Exley
Cara Hogan
Laurel Joseph
David Griffith

Patty Sanchez
Patrick Sanger
Hammedah Majeed
Kevin Moody
Jackson Cote
Josh Brindamour

Call to Order

The meeting was called to order by Chair Sanchez at 6:02 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.

Executive Session

- *Private consultation with its attorney, when seeking the advice of its attorney in accordance with Section 551.071; Deliberate the evaluation of ACC employees, including, but not limited to, College President's goals as related to President's evaluation and contract, in accordance with Tex. Gov't Code Section 551.074.*

The meeting was called back into session by Chair Sanchez at 6:33 p.m.

- **Pledge**
- **Invocation**
Invocation by Mr. Marvel.

Citizen Inquiries

There were no citizen inquiries.

Board Comments

The Regent comments included: several attended the Board Of Trustees Institute and had great take away information to insure student success and two in particular were “Rethink” and “Momentum”, the Board Retreat on Saturday, February 18, 2023 was very constructive and well done, and noted that Lisa Rios, new Director, is doing a great job in the Fitness Center.

ACC Music students audition for the Texas Music Educators All State Band and All State Choir annually. ACC had five Choir students and two band students receive the distinction for their performances. These students recently attended the Texas Music Educators Association annual clinic and convention in San Antonio to perform. Recognized were All State Choir members: Andre Alberca, Kate Bonaobra, Francisco Juarez, Ira Navarro, Jason Rojas and Morgan White and the All State Band members: Jackson Cote and Josh Brindamour.

Several staff members helped coordinate the college’s efforts for Community College Day in Austin on January 26. Students, staff members and regents met with legislators to talk to them about the importance of implementing outcomes-based funding. Recognized coordinators were: Vice President of Development and Outreach Wendy Del Bello, interim Vice President of Student Services John Matula, Director of College and Career Pathways Dr. Jessica Ranero-Ramirez, Vice President of Strategic Initiatives Dr. Stacy Ebert and Communications Coordinator John Tompkins.

Approval of the Consent Agenda

Chair Sanchez said that she would entertain a motion of approval of the Consent Agenda that included the Minutes Regular Board Meeting of January 12, 2023, Personnel Action (Replacement): Director of Institutional Research (Cara Hogan), Bullet-Resistant Shield Grant, GEER II - Nursing Innovation Grant Program - Nursing Grant Pipeline. A motion to approve the Consent Agenda was made by Mr. Starkey. Seconded by Ms. Reyes-Hall. Motion passed unanimously.

Student Report

President Hailee Fontanez, Secretary Julisa Palacios, and Treasurer Roberto Villanueva reported to the Board and shared what was accomplished over the last month.

The first meeting was held Tuesday, January 31, 2023 with all the club representatives. Interim Vice President of Student Services, Mr. Matula, presented a mental health service presentation, which included information on fees and opportunities. Student feedback supported moving forward with this program.

Through a survey, many students voiced they would like to volunteer to help SGA with future events and host more community engaging fundraising events on their own. An open-floor discussion with the clubs about any new events/ideas and meeting information.

Discussion included upcoming events, fundraisers, and the next meeting. Upcoming events included the Valentines Bake Sale on Monday February 13, 2023, Lunch with Leaders in April (no confirmed date), and the community project 5K Marathon Walk (name pending) scheduled for Saturday, April 22, 2023.

This report was for information only.

President's Report

Dr. Exley gave a summary that included the following:

Our Cybersecurity program recently received a \$346,000 grant from the Jobs and Education for Texans program through the Texas Workforce Commission. The grant will pay for equipment and installation to serve 52 students seeking to become cybersecurity analysts.

This month is Black History month and all throughout February our Student Life department has hosted events on campus including a traveling Black History exhibit, a film screening and will close out the month next Tuesday with the Soulful Fest that will include vendors, food and a live band on campus.

The Foundation will host a Designer Bag Bingo event on Thursday, April 13 at the ACC Gym. Participants will play 20 rounds of bingo to win brand new designer handbags from major designers.

The Softball and Baseball teams have kicked off their spring seasons with a new look. A listing of the roster and schedule is now on the new athletics website.

On January 26 a group of students joined staff members and some of our regents for community college day at the Capitol and had an opportunity to meet with lawmakers and advocate for issues facing colleges in the state.

ACC Counseling and Student Life held a seminar on human trafficking on January 31.

College and Career Pathways hosted the Career Connection on February 18 to give young students an opportunity to learn about their career field and how to pursue their profession. The event included panels of speakers who work in various careers to give students a glimpse of the type of work they could pursue.

ACC hosted the seventh annual Across the Curriculum Conference virtually on February 17. The theme of this year's event is *Meeting in the Middle: Evolving Technology in the Dynamic Classroom*.

The Foundation is now seeking applications for more than 50 scholarships available to Alvin ISD students who want to attend ACC in the Fall. More than \$75,000 is available through the scholarships offered. The deadline to apply for these scholarships is March 1.

Northside Elementary students toured the college campus this past Friday and got a chance to learn about the programs at ACC along with a glimpse of life on campus.

The NDT Department recently received its incubator equipment to enhance training for newborn patients. The equipment was made possible from a grant through the ACC Foundation.

We had three staff members who just returned from Pearland Day in Austin this week and met with lawmakers to talk about issues facing the Pearland community which also includes ACC.

Chair Sanchez, regent Reyes-Hall and regent Hoover joined Dr. Exley earlier this week at the Board of Trustees Institute in Lakeway. The institute focused on the Trustees role in student outcomes.

This report was for information only.

Census Day Internal Enrollment by Location Report

Mr. Patrick Sanger, IER, presented the census day internal enrollment by location information. Included in the report was various components such as enrollment and contract hour increases, location breakdown, formats of courses taken, and demographics of our students. This report was for information only.

Title IX CEO Report

Dr. Exley stated that the Title IX Coordinator Dr. Brett Haduch and Interim Vice President of Student Services, John Matula reported zero reportable incidents. This report was for information only.

Consider Approval of TASB Policy Update 44

The motion to move that the board add, revise, or delete (LOCAL) policies as recommended by TASB Community College Services and according to the instruction sheet for TASB Localized Policy Manual Update 44 was made by Vice Chair Droege. Seconded by Mr. Hoover. Motion passed unanimously.

Consider Approval of Snap-On Tools Industrial Purchases

The motion to approve the request to increase total expenditure approval and allow purchases with Snap-On Industrial for an anticipated annual expenditure of \$154,249.30 was made by Mr. Hoover. Seconded by Mr. Marvel. Motion passed unanimously.

Consider Approval of Gordon Foods Services dba Glazier Foods Purchases

The motion to approve and authorize purchases with Gordon Food Services dba Glazier Foods not to exceed an annual expenditure of \$60,000.00 was made by Dr. Crumm. Seconded by Vice Chair Droege. Motion passed unanimously.

Consider Approval of Tuition and Fees Recommendations

The motion to approve the tuition rates and fees as proposed for the 2023-2024 fiscal year was made by Secretary Hertenberger. Seconded by Vice Chair Droege. Motion passed unanimously.

Financial Report Ending January 2023

Secretary Hertenberger made the motion to approve the financial and investment report for January 2023. Seconded by Mr. Hoover. Motion passed unanimously.

Adjournment

There being no further business before the Board, the meeting was adjourned at 7:28 p.m.

Dr. Patty Hertenberger, Secretary

'Bel Sanchez, Chair

11. **Student Report**
12. **President's Report**
13. **P3 Conference Report**
14. **Racial Profiling Report**



Your College > **Right Now**

Robert J. Exley, PhD
President

MEMORANDUM NO: 029-2023

TO: Board of Regents
FROM: Robert J. Exley, PhD *RJE*
DATE: March 2, 2023
SUBJECT: Annual Racial Profiling Data Report

Under Senate Bill 1074 Section 1, Chapter 2 and the Code of Criminal Procedure, Articles 2.131 through 2.138, Police Chief Ronny Phillips is required to submit a report on racial profiling to the Texas Commission on Law Enforcement and to the Alvin Community College Board of Regents. This report covers the period from January 1, 2022 through December 31, 2022.

This report is for information only.

RJE:tg

Racial Profiling Report | Full

Agency Name: ALVIN COMMUNITY COLLEGE POLICE DEPT.
Reporting Date: 02/13/2023
TCOLE Agency Number: 039005

Chief Administrator: GEORGE R. PHILLIPS

Agency Contact Information:
Phone: (281) 756-3700
Email: rphillips@alvincollege.edu

Mailing Address:
CAMPUS POLICE
3110 MUSTANG ROAD
ALVIN, TX 77511

This Agency filed a full report

ALVIN COMMUNITY COLLEGE POLICE DEPT. has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the ALVIN COMMUNITY COLLEGE POLICE DEPT. from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the ALVIN COMMUNITY COLLEGE POLICE DEPT. if the individual believes that a peace officer employed by the ALVIN COMMUNITY COLLEGE POLICE DEPT. has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the ALVIN COMMUNITY COLLEGE POLICE DEPT. who, after an investigation, is shown to have engaged in racial profiling in violation of the ALVIN COMMUNITY COLLEGE POLICE DEPT. policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
 - a. the race or ethnicity of the individual detained;
 - b. whether a search was conducted and, if so, whether the individual detained consented to the search;
 - c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
 - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
 - e. the location of the stop;
 - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - a. the Commission on Law Enforcement; and
 - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The ALVIN COMMUNITY COLLEGE POLICE DEPT. has satisfied the statutory data audit requirements as prescribed in Article 2.133(c), Code of Criminal Procedure during the reporting period.

Executed by: GEORGE R. PHILLIPS
Chief of Police

Date: 02/13/2023

Total stops: 59

Street address or approximate location of the stop

City street	18
US highway	0
County road	0
State highway	1
Private property or other	40

Was race or ethnicity known prior to stop?

Yes	0
No	59

Race / Ethnicity

Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	11
White	26
Hispanic / Latino	20

Gender

Female	29
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	7
White	13
Hispanic / Latino	7
Male	30
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	4
White	13
Hispanic / Latino	13

Reason for stop?

Violation of law	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0

Hispanic / Latino	0
Preexisting knowledge	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Moving traffic violation	49
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	10
White	21
Hispanic / Latino	16
Vehicle traffic violation	10
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	5
Hispanic / Latino	4
Was a search conducted?	
Yes	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
No	59
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	11
White	26
Hispanic / Latino	20
Reason for Search?	
Consent	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0

Hispanic / Latino	0
Contraband	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Probable	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Inventory	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Incident to arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0

Was Contraband discovered?

Yes	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
No	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0

Did the finding result in arrest?

(total should equal previous column)

Yes	0	No	0
Yes	0	No	0
Yes	0	No	0
Yes	0	No	0
Yes	0	No	0

Description of contraband

Drugs	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Weapons	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Currency	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Alcohol	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Stolen property	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Other	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0

Result of the stop

Verbal warning	0
-----------------------	----------

Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Written warning	58
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	11
White	25
Hispanic / Latino	20
Citation	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	0
Written warning and arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Citation and arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Arrest based on	
Violation of Penal Code	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0

Black	0
White	0
Hispanic / Latino	0
Violation of Traffic Law	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Violation of City Ordinance	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Outstanding Warrant	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0

Was physical force resulting in bodily injury used during stop?

Yes	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Resulting in Bodily Injury To:	
Suspect	0
Officer	0
Both	0
No	59
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	11
White	26
Hispanic / Latino	20

Number of complaints of racial profiling

Total	0
Resulted in disciplinary action	0
Did not result in disciplinary action	0

Comparative Analysis

Use TCOLE's auto generated analysis	<input checked="" type="checkbox"/>
Use Department's submitted analysis	<input type="checkbox"/>

Optional Narrative

N/A

Submitted electronically to the



The Texas Commission on Law Enforcement

15. **Consider Approval of Budget Amendment and Reclassification/Promotion of Dr. Jessica Ranero-Ramirez**



Your College **Right Now**

Robert J. Exley, PhD
President

MEMORANDUM NO: 032-2023

TO: Board of Regents
FROM: Robert J. Exley, PhD *RJE*
DATE: March 2, 2023
SUBJECT: Budget Amendment Request – Reclassification/Promotion, Dr. Jessica Ranero-Ramirez

Dr. Mike Beck, Vice President, Instruction, and Nichole Eslinger, Vice President, Human Resources are requesting the following reclassification and promotion that will result in a budget increase of \$26,249.45:

- Reclassify and promote Dr. Ranero-Ramirez from Director, College and Career Pathways to Dean, College Access and Partnerships, effective April 1, 2023.
- Dr. Ranero-Ramirez will oversee the operations of dual enrollment and TDCJ which currently account for 50% of the unduplicated headcount at ACC.
- This reclassification will enable Dr. Ranero-Ramirez to have an active role on the Instructional Leadership Team (ILT) to ensure that the College proactively meets the needs of local school districts and TDCJ.
- Director, College and Career Pathways is on professional salary grade 209; minimum starting salary is \$66,668.01; her current salary is \$80,066.94.
- Dean, College Access and Partnerships is on professional salary grade 215; minimum starting salary is \$89,341.51.
- Dr. Ranero-Ramirez has 17 years of related experience and meets the preferred qualifications of a doctorate degree and teaching experience.
- Based on her qualifications, the recommended salary is 19% over minimum, \$106,316.39.
- This is a budget increase of \$26,249.45.

I respectfully recommend the Board approve this budget amendment for the reclassification and promotion of Dr. Ranero-Ramirez effective April 1, 2023.

RJE:tg


16. **Consider Approval of Police Vehicle Purchase and Upgrade**



Your College  **Right Now**

Robert J. Exley, PhD
President

MEMORANDUM NO: 030-2023

TO: Board of Regents
FROM: Robert J. Exley, PhD 
DATE: March 2, 2023
SUBJECT: Police Vehicle and Upgrade

The Alvin Community College Police Department requests authorization to purchase a 2023 Chevrolet Tahoe from Caldwell Country Chevrolet. Coupled with the new vehicle purchase is the need and requirement to “make ready” or upgrade the new unit for police work with decals, special lighting, radios, speakers, etc.

This purchase meets all the State of Texas and Alvin Community College Purchasing requirements as the College intends to utilize the Buyboard Cooperative contract for the purchase. The total cost, including the required upgrades, is \$ 61,729.00.

Maintaining a dependable and professional Alvin Community College fleet is important and necessary.

It is recommended that the Board of Regents authorize the purchase of a 2023 Chevrolet Tahoe (with police upgrades) and the trade-in of an existing unit for \$ 61,729.00.

RJE:tg

17. **Consider Approval of Property and Casualty Insurance Proposed Bid and Renewal**



Your College **Right Now**

Robert J. Exley, PhD
President

MEMORANDUM NO: 031-2023

TO: Board of Regents
FROM: Robert J. Exley, PhD *RJE*
DATE: March 8, 2023
SUBJECT: Insurance Recommendation from Insurance Bid Process

Mr. Karl Stager provides the following information and recommendations for the Board to consider.

Alvin Community College contracted with Mr. Bob Reim, Insurance and Risk Management Consultant, to conduct the bid process for insurance for 2023 with the ability to renew insurance on a yearly basis for 2024, 2025, 2026 and 2027 with the company with the proposal with the best value. This year the proposal with the best value is again from our current carrier, Arthur J. Gallagher Insurance.

Please see the attached summary of the insurance bids received by Mr. Bob Reim along with his analysis.

Based on this summary, I would recommend that the Board accept the bid proposed by Arthur J. Gallagher Insurance.

I would recommend that the Board consider the \$25,000,000 Premium Limit and a 5% named storm deductible. If the Board would like to reduce the risk to the College somewhat then I would recommend that the Board consider the \$25,000,000 Premium Limit and a 3% named storm deductible.

This recommendation is based on the strong inflationary pressure created by the current state of the insurance industry as explained in Mr. Reim's summary memo. The College would be taking on more risk than in our current year, but now that the College's institutional reserve has reached the planned 5-month threshold, this should allow the College to take on some risk using its own funds.

Thank you for your guidance and direction.

RJE:tg

ROBERT V. REIM COMPANY
School Insurance and Risk Management Consulting
4200 TURKEY CREEK DRIVE
AUSTIN, TEXAS 78730

PHONE: (512) 345-8921

BOBREIM@ROBERTREIM.COM

FAX: (607) 428-7054

February 20, 2023

Alan Phillips
Alvin Community College

SUBJECT: PROPERTY CASUALTY INSURANCE RENEWAL RESULTS

Market Conditions

Business Insurance January 3, 2023 (Reuters) — Global insurers face a test in 2023 as reinsurers hike rates on key business lines by as much as 200%. Reinsurers have suffered sharp losses from the Ukrainian conflict and from natural catastrophes such as Hurricane Ian in Florida, which one broker described as the second most expensive natural catastrophe ever in terms of insured losses.”

Texas has experienced massive hurricane, freeze, tornado, hail and flood losses that have affected RFP responses.

Process

Invitations were sent to agents and companies who had previously expressed an interest in offer a proposal for the College’s insurance. In addition, newspaper ads were placed locally as required by law. Three responses were received with agents offering proposals.

Response

Today’s coastal marketplace is very limited. Over the past few years, Companies have either withdrawn or reduced the amount of coverage. When companies are assigned, placements can not be competed because there is not enough capacity. All proposals included multiple companies and those companies require reinsurance. Reinsurance contracts renew January 1, creating a hesitancy in establishing pricing. One proposal was received for Liability and five Property proposals were received from two agents.

<u>Liability Highlights</u>	Current	2023 Proposal	2023 Proposal
Coverage	Gallagher	Gallagher	TASB RMF
Liability Limit	5,000,000	5,000,000	No Proposal
Auto Deductible	1,000	1,000	
Premises Deductible	None	None	
Educator Liability Deductible	10,000	10,000	
Cyber Limit	3,000,000	3,000,000	
Cyber Deductible	50,000	50,000	
Premium	\$115,330	\$95,757	

Property Highlights	Current	2023	2023	2023
Coverage	Gallagher	Gallagher	Gallagher	McGriff
10,000,000 Limit Premium		\$627,444	\$595,179	
25,000,000 Limit Premium		\$837,761	\$792,381	\$1,163,385
35,000,000 Limit Premium	\$606,237	\$892,800	\$847,419	
Replacement Cost Values	94,040,947	94,118,393	94,118,393	94,118,393
Other than Wind Deductible	25,000	25,000	25,000	50,000
Wind/Hail Deductible	100,000	100,000	100,000	100,000
Named Storm Deductible	3%	3%	5%	5%
Named Storm Max Ded	2,821,228	2,823,552	4,705,920	4,705,920
Equipment Breakdown	Included	Included	Included	Included
Business Interruption	Not Covered	Not Covered	Not Covered	Not Covered
Terrorism	Not Covered	Not Covered	Not Covered	Not Covered

Bob R...

18. **Financial Report**



Robert J. Exley, PhD
President

Your College > Right Now

MEMORANDUM NO: 026-2023

TO: Board of Regents
FROM: Robert J. Exley, PhD *RJE*
DATE: March 8, 2023
SUBJECT: Financial Report Ending February 28, 2023

Mr. Karl Stager 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 2022-2023 fiscal year. Table 1 provides an overview.

Table 1.

<i>Revenues</i>	<i>M&O Budget</i>	<i>M&O Actual</i>	<i>% of Budget</i>	<i>Remaining Budget</i>
<i>Total Operating Revenues</i>	6,758,719	5,412,570	80.08%	(1,346,149)
<i>Total Non-Operating Revenues</i>	33,312,330	26,658,346	80.03%	(6,653,984)
<i>Total Revenues</i>	40,071,049	32,070,916	80.04%	(8,000,133)

<i>Expenses</i>	<i>M&O Budget</i>	<i>M&O Actual</i>	<i>% of Budget</i>	<i>Remaining Budget</i>
<i>Total Operating Expenses</i>	40,071,049	16,843,889	42.04%	23,227,160

This represents the first six months of the fiscal year and revenues are on track and expenses are consistent with projections.

RJE:tg

TO: Board of Regents
 FROM: Elizabeth (Beth) Nelson
 DATE: March 9, 2023
 SUBJECT: Investment Transactions Report

Investment Position:

As of February 28, 2023, Alvin Community College had \$ 25,850,000 invested in 15 certificates of deposit purchased through First National Bank-Alvin, one certificate of deposit purchased through Texas Advantage Bank, one certificate of deposit purchased through the CDARS program using Texas Advantage Bank and one purchased from Amoco Federal Credit Union.

Summary:

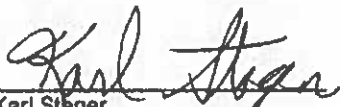
Beginning market value	12/1/2022	\$	14,950,000
a. Sale of CDs			(9,900,000)
b. Purchase of CDs			20,800,000
c. TexSTAR			1,127,749
Ending market value	2/28/2023	\$	<u>26,977,749</u>
Fully accrued interest		\$	141,585
Interest earned on Bond Note funds		\$	11,695

Pooled Funds:


\$ 26,977,749 currently invested was taken from the following major fund groups:

\$ 25,850,000	General Fund	11
\$ 1,127,749	2018 Maintenance Tax Note	66

We certify that the investments made during this reporting period are in compliance with Alvin Community College's Investment Policy and the Texas Government Code.


 Karl Steger


 Elizabeth Nelson


 Laurel Joseph

Alvin Community College
 3110 Mustang Road
 Alvin, TX 77511
 (281) 756-3508
bnelson@alvincollege.edu

ALVIN COMMUNITY COLLEGE
Investment Schedule
December 1, 2022 - February 28, 2023

Alvin Community College's investments for the quarter ended February 28, 2023 are as follows. All securities were purchased according to the investment policy approved by the Board of Regents at the August 11, 2022 board meeting

CD No.	Purchase Date	Due Date	Interest Rate	Term	Days Held	Principal	Interest Earned	Accrued Interest	Total
BEGINNING INVESTMENTS:									
520890	02/21/20	02/21/23	1.700%	1096	83	250,000			250,000 a
1861710	01/10/22	01/10/23	1.050%	1096	90	250,000			250,000 c
1016372516	02/23/20	02/23/23	1.700%	1096	85	250,000			250,000 b
200000512	02/06/20	02/05/23	1.500%	1095	67	1,000,000			1,000,000
200000634	05/24/22	12/12/22	1.589%	202	12	1,800,000			1,800,000
200000636	06/23/22	01/13/23	2.361%	204	44	1,800,000			1,800,000
200000639	07/21/22	02/21/23	2.700%	215	83	1,800,000			1,800,000
200000640	08/03/22	12/01/22	2.713%	120	1	1,500,000			1,500,000
200000642	08/25/22	03/24/23	3.175%	211	90	1,800,000			1,800,000
200000644	09/08/22	01/03/23	3.097%	117	34	1,500,000			1,500,000
200000647	10/07/22	03/03/23	3.920%	147	90	1,500,000			1,500,000
200000648	11/03/22	04/03/23	4.400%	151	90	1,500,000			1,500,000
Subtotal for CD Investments for Beginning of the Period						\$ 14,950,000	\$ -	\$ -	\$ 14,950,000

SALES:

520890	02/21/20	02/21/23	1.700%	1096	83	250,000			250,000 a
1016372516	02/23/20	02/23/23	1.700%	1096	85	250,000			250,000 b
200000512	02/06/20	02/05/23	1.500%	1095	67	1,000,000			1,000,000
200000634	05/24/22	12/12/22	1.589%	202	12	1,800,000			1,800,000
200000636	06/23/22	01/13/23	2.361%	204	44	1,800,000			1,800,000
200000639	07/21/22	02/21/23	2.700%	215	83	1,800,000			1,800,000
200000640	08/03/22	12/01/22	2.713%	120	1	1,500,000			1,500,000
200000644	09/08/22	01/03/23	3.097%	117	34	1,500,000			1,500,000
Total Sales						9,900,000	-	-	9,900,000

PURCHASES:

520890	02/21/23	02/21/26	1.700%	1096	7	250,000			250,000 a
1016798627	02/16/23	02/12/26	3.000%	1092	16	250,000			250,000 b
200000654	12/01/22	05/03/23	4.655%	153	90	1,500,000			1,500,000
200000655	12/01/22	04/24/23	4.594%	144	90	1,800,000			1,800,000
200000660	12/12/22	05/22/23	4.670%	161	78	1,800,000			1,800,000
200000679	01/03/23	06/05/23	4.670%	153	56	2,000,000			2,000,000
200000685	01/13/23	06/22/23	4.725%	160	46	1,800,000			1,800,000
200000688	01/25/23	07/22/23	4.864%	178	34	1,800,000			1,800,000
200000689	01/26/23	01/25/24	4.842%	364	34	1,000,000			1,000,000
200000690	01/26/23	08/22/23	4.729%	208	33	1,800,000			1,800,000
200000691	02/06/23	02/05/26	4.199%	1095	22	1,000,000			1,000,000
200000692	02/14/23	07/06/23	4.871%	142	14	2,000,000			2,000,000
200000693	02/14/23	08/03/23	5.024%	170	14	2,000,000			2,000,000
200000694	02/21/23	09/25/23	5.068%	216	7	1,800,000			1,800,000
Total Purchases						20,800,000	-	-	20,800,000

ENDING INVESTMENTS:

520890	02/21/23	02/21/26	1.700%	1096	7	250,000		82	250,082 a
1016798627	02/16/23	02/12/26	3.000%	1092	16	250,000		329	250,329 b
1861710	01/10/22	01/10/23	1.050%	1096	90	250,000		647	250,647 c
200000642	08/25/22	03/24/23	3.175%	211	90	1,800,000		14,092	1,814,092
200000647	10/07/22	03/03/23	3.920%	147	54	1,500,000		8,699	1,508,699
200000648	11/03/22	04/03/23	4.400%	151	27	1,500,000		4,882	1,504,882
200000654	12/01/22	05/03/23	4.655%	153	90	1,500,000		17,217	1,517,217
200000655	12/01/22	04/24/23	4.594%	144	90	1,800,000		20,390	1,820,390
200000660	12/12/22	05/22/23	4.670%	161	78	1,800,000		17,964	1,817,964
200000679	01/03/23	06/05/23	4.670%	153	56	2,000,000		14,330	2,014,330
200000685	01/13/23	06/22/23	4.725%	160	46	1,800,000		10,719	1,810,719
200000688	01/25/23	07/22/23	4.864%	178	34	1,800,000		8,156	1,808,156
200000689	01/26/23	01/25/24	4.842%	364	34	1,000,000		4,511	1,004,511
200000690	01/26/23	08/22/23	4.729%	208	33	1,800,000		7,696	1,807,696
200000691	02/06/23	02/05/26	4.199%	1095	22	1,000,000		2,531	1,002,531
200000692	02/14/23	07/06/23	4.871%	142	14	2,000,000		3,737	2,003,737
200000693	02/14/23	08/03/23	5.024%	170	14	2,000,000		3,854	2,003,854
200000694	02/21/23	09/25/23	5.068%	216	7	1,800,000		1,750	1,801,750
Total for End of Period for CD Investments						\$ 25,850,000	\$ -	\$ 141,585	\$ 25,991,585

INVESTMENT POOL

TexasSTAR	\$ 1,116,054	\$ 11,695	\$ -	\$ 1,127,749
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- a Texas Advantage Bank
- b Texas Advantage CDARS (First National Bank of Michigan and Mutual of Omaha Bank)
- c Amoco Federal Credit Union

ALVIN COMMUNITY COLLEGE FOUNDATION
Investment Schedule
December 1, 2022 - February 28, 2023

Below is a list of Alvin Community College Foundation's investments for the quarter ended February 28, 2023
All securities have been purchased according to the investment policy approved by the ACC
Foundation Board of Directors at the February 17, 2015 board meeting.

BEGINNING INVESTMENTS	\$	4,012,458
Deposits		224,585
Sales Proceeds/Redemptions		-
Dividends		34,329
Interest		348
Capital Gains		120,224
Fees		(9,015)
Withdrawals		(47,264)
Change in value of priced securities		<u>(173,127)</u>
ENDING INVESTMENTS AS OF 02/28/23	\$	<u>4,162,538</u>

Alvin Community College
Consolidated Statements of Net Assets

	February 28, 2023	February 28, 2022	Variance	Explanations/Descriptions
Current Assets				
Cash and cash equivalents	12,359,847	23,001,771	(10,641,924)	
Short-term investments	24,850,000	8,150,000	16,700,000	
Accounts receivable, net	1,132,464	4,546,755	(3,414,291)	Installment Plans outstanding, billing outstanding to sponsors and third parties, grant billings, and CE billings
Prepays	6,233	2,520	3,713	Travel advances and prepaid expenses
Inventories	180,602	162,201	18,401	
Total Current Assets	38,529,146	33,863,247	2,665,899	
Noncurrent assets				
Long-term investments	1,000,000	1,000,000	-	
Capital assets, net	47,360,309	45,576,905	1,783,404	
Total Assets	86,889,455	82,440,151	4,449,304	
Deferred Outflows of Resources				
Deferred outflows - pensions	2,742,173	3,651,781	(909,608)	TRS pension
Deferred outflows - OPEB	9,508,808	9,755,156	(246,348)	OPEB
Total Deferred Outflows of Resources	12,250,981	13,406,937	(1,155,956)	
Liabilities				
Accounts payable & accrued liabilities	128,676	37,909	90,767	
Net pension liability	4,646,479	9,854,249	(5,207,770)	
Net OPEB liability	30,508,483	28,599,258	1,909,225	
Funds held for others	54,418	51,000	3,418	Agency funds - groups, clubs, etc on campus
Deferred revenues	220,687	28,163	192,524	Grants paid in advance and fall registrations
Compensated absences	506,807	465,914	40,893	
Bonds payable, net of premiums	3,120,000	4,752,263	(1,632,263)	Annual payment
Tax note payable, net of premiums	18,820,000	19,640,000	(820,000)	Annual payment
Total Liabilities	58,005,550	63,428,756	(5,423,206)	
Deferred Inflows of Resources				
Deferred inflows - pensions	1,987,835	1,499,947	487,888	TRS pension
Deferred inflow - OPEB	7,293,974	7,280,493	13,481	OPEB
Deferred inflow - premium on tax note	2,332,712	1,698,503	(365,791)	
Total Deferred Inflows of Resources	11,614,521	11,478,944	135,578	
Net Assets				
Fund Balance - Equity	29,520,365	20,939,388	8,580,977	
Total Net Assets	29,520,365	20,939,388	8,580,977	

Alvin Community College
Consolidated Statements of Revenue and Expense
February 28, 2023 and February 28, 2022

	Year-To-Date					Prior Year-To-Date				
	All Other Funds Actual	M&O Actual	M&O Budget	Remaining Budget	% of Budget	All Other Funds Actual	M&O Actual	Amended M&O Budget	Remaining Budget	% of Budget
Revenues										
Operating revenues										
Tuition and fees	1,292,397	5,383,542	6,688,719	(1,305,177)	80.49%	1,392,326	5,393,835	6,688,719	(1,294,884)	80.64%
Federal grants and contracts	5,139,466	-	-	-	0.00%	9,358,815	-	245,993	(245,993)	0.00%
State grants	331,142	-	-	-	0.00%	332,745	-	-	-	0.00%
Local grants	185,949	-	-	-	0.00%	195,898	-	-	-	0.00%
Auxiliary enterprises	1,151,023	-	-	-	0.00%	1,065,211	-	-	-	0.00%
Other operating revenues	280,055	29,028	70,000	(40,972)	41.47%	238,100	23,826	75,000	(51,174)	31.77%
Total operating revenues	8,380,032	5,412,570	6,758,719	(1,346,149)	80.08%	12,583,095	5,417,661	7,009,712	(1,592,051)	77.29%
Expenses										
Operating expenses										
Administrative	-	4,158,199	8,960,337	4,802,138	46.41%	-	3,788,162	7,869,087	4,080,925	48.14%
Institutional	-	2,677,440	7,911,150	5,238,710	33.78%	-	2,374,980	7,588,392	5,213,412	31.30%
Designated for Institutional Reserve	-	-	-	-	0.00%	-	-	-	-	0.00%
Occupational Technical Instruction	-	2,890,487	6,546,064	3,655,577	44.16%	-	2,578,868	6,329,305	3,750,437	40.74%
University Parallel Instruction	-	3,761,569	8,362,715	4,601,146	44.98%	-	3,664,730	8,296,763	4,632,033	44.17%
Student Services	-	2,076,762	4,725,992	2,649,230	43.94%	-	2,167,854	5,043,330	2,875,476	42.98%
Physical Plant	-	1,284,432	3,564,791	2,280,359	36.03%	-	1,305,844	3,301,962	1,996,118	39.55%
Unbudgeted Unrestricted (Fund 12)	672,543	-	-	-	0.00%	698,458	-	-	-	0.00%
Continuing Education	321,229	-	-	-	0.00%	420,838	-	-	-	0.00%
Auxiliary Enterprises	1,363,188	-	-	-	0.00%	1,149,172	-	-	-	0.00%
Local Grants	5,000	-	-	-	0.00%	5,027	-	-	-	0.00%
TPEG	187,593	-	-	-	0.00%	222,222	-	-	-	0.00%
Institutional Scholarships	148,565	-	-	-	0.00%	97,256	-	-	-	0.00%
State Grants	331,142	-	-	-	0.00%	332,745	-	-	-	0.00%
Federal Grants	5,139,466	-	-	-	0.00%	9,359,755	-	-	-	0.00%
Donor Scholarships	250,876	-	-	-	0.00%	270,870	-	-	-	0.00%
Unexpended Plant Fund	629,269	-	-	-	0.00%	672,926	-	-	-	0.00%
Depreciation	-	-	-	-	0.00%	-	-	-	-	0.00%
Debt Retirement	23,893	-	-	-	0.00%	154,601	-	-	-	0.00%
Gain on Sale of Property	-	-	-	-	0.00%	-	-	-	-	0.00%
Tax maintenance Note	330,980	-	-	-	0.00%	978,072	-	-	-	0.00%
Total operating expenses	9,403,743	16,843,889	40,071,049	23,227,160	42.04%	14,361,942	15,880,438	38,428,839	22,548,401	41.32%
Operating Gain/(Loss)	(1,023,712)	(11,431,319)	(33,312,330)	(24,573,309)		(1,778,847)	(10,462,777)	(31,419,127)	(24,140,432)	
Nonoperating revenues										
State appropriations*	-	3,262,677	7,587,622	(4,324,945)	43.00%	-	3,447,692	7,587,622	(4,139,930)	45.44%
Property tax revenue - Current	1,461,633	22,952,209	25,599,708	(2,647,499)	89.66%	1,465,473	21,234,033	23,612,061	(2,378,028)	89.93%
Property tax revenue/Asset Reserve	-	-	-	-	0.00%	-	144,444	144,444	-	0.00%
Property tax revenue - Delinquent	4,359	59,267	-	59,267	0.00%	6,173	76,160	-	76,160	0.00%
Property tax revenue - Interest & Penalties	2,725	38,745	-	38,745	0.00%	2,905	36,577	-	36,577	0.00%
Investment income	22,867	334,359	125,000	209,359	267.49%	230	20,799	75,000	(54,201)	27.73%
Other non-operating revenues	176,755	11,090	-	11,090	0.00%	205,057	6,817	-	6,817	0.00%
Total nonoperating revenues	1,668,339	26,658,346	33,312,330	(6,653,984)	80.03%	1,679,838	24,966,522	31,419,127	(6,452,605)	79.46%
Provided by the State										
Revenue for Insurance and Retirement	-	537,101	-	537,101	0.00%	-	985,299	-	985,299	0.00%
State Insurance Match	-	(164,063)	-	(164,063)	0.00%	-	(407,876)	-	(407,876)	0.00%
State Retirement Match	-	(375,363)	-	(375,363)	0.00%	-	(358,347)	-	(358,347)	0.00%
State Retiree Insurance	-	7,325	-	7,325	0.00%	-	(219,076)	-	(219,076)	0.00%
Increase/(decrease) in net assets	644,627	15,227,027	-	(31,227,293)		(99,009)	14,593,746	-	(30,593,057)	

* State Approp portion generated by CE = 84,177

88,950

* Institutional Reserve 14,929,374

10,868,668

Alvin Community College
Consolidated Statements of Revenue and Expense
February 28, 2023 and February 28, 2022

	Year-To-Date					Prior Year-To-Date				
	All Other Funds Actual	M&O Actual	M&O Budget	Remaining Budget	% of Budget	All Other Funds Actual	M&O Actual	Amended M&O Budget	Remaining Budget	% of Budget
Revenues										
Operating revenues										
Total operating revenues	8,380,032	5,412,570	6,758,719	(1,346,149)	80.08%	12,583,095	5,417,661	7,009,712	(1,592,051)	77.29%
Nonoperating revenues										
Total nonoperating revenues	1,668,339	26,658,346	33,312,330	(6,653,984)	80.03%	1,679,838	24,966,522	31,419,127	(6,452,605)	79.46%
Less Expenses										
Operating expenses										
Total operating expenses	(9,403,743)	(16,843,889)	(40,071,049)	(23,227,160)	42.04%	(14,361,942)	(15,880,438)	(38,428,839)	(22,548,401)	41.32%
Increase/(decrease) in net assets	644,627	15,227,027	-	(31,227,293)		(99,009)	14,503,746	-	(30,593,057)	

- State Approp portion generated by CE = 84,177 88,950
- Institutional Reserve 14,929,374 10,868,668

Alvin Community College
Auxiliary Profit/(Loss) Statement Year-To-Date Through February 28, 2023 and February 28, 2022

	Parking	Student Activities	Bookstore	Vending	Childcare	Fitness Center	Total	Prior Year-To-Date
Revenue								
Sales & services	176,464		603,211	2,661	182,822	8,663	973,821	886,095
Student Fees		177,201					177,201	179,116
	176,464	177,201	603,211	2,661	182,822	8,663	1,151,023	1,065,211
Expenses								
Purchases & Returns			618,629				618,629	495,703
Salaries	41,414	71,287	106,598		131,766	22,014	373,080	339,906
Staff Benefits	12,685	12,924	23,318		45,998	2,185	97,110	94,682
Supplies & Other Operating Expenses	125,117	68,128	17,103	4,998	14,154	1,616	231,115	154,252
Equipment		13,174	15,220				28,394	54,468
Building Repairs							-	-
Bank Charges			5,638		372	7,249	13,459	6,261
Contingency							-	-
Scholarships		1,400					1,400	3,900
	179,217	166,912	786,506	4,998	192,490	33,065	1,363,188	1,149,172
Excess revenue over expenses	(2,753)	10,289	(183,295)	(2,337)	(9,669)	(24,401)	(212,165)	(83,961)
Assets:								
Cash & Petz Cash			2,513				2,513	2,513
Accounts Receivable			38,574				38,574	-
Interfund Receivables	39,175	336,154	349,210	480	(42,682)	23,033	705,469	1,343,361
Prepaid Expenses							-	-
Inventory			180,602				180,602	162,201
Total Assets	39,175	336,154	570,899	480	(42,682)	23,033	927,158	1,508,075
Liabilities:								
Accounts Payable/Gift Certificates	8,092	1,642	19,390		5,393	108	34,625	36,172
Deferred Revenue			9,257				9,257	-
Deposits							-	-
Total Liabilities	8,092	1,642	28,647	-	5,393	108	43,882	46,172
Restricted Fund Balance (includes inventories)			180,602				180,602	162,201
Unrestricted Fund Balance	31,183	324,511	361,650	480	(48,075)	22,925	702,675	1,299,703
Total Liabilities & Fund Balance	39,275	326,154	570,899	480	(42,682)	23,033	927,158	1,508,075

Alvin Community College
Auxiliary Profit/(Loss) Statement - Year-To Date Through February 28, 2022

	Parking	Student Activities	Bookstore	Vending	Childcare	Fitness Center	Total
Revenue							
Sales & services	179,825		543,128	1,555	159,160	2,427	886,095
Student Fees		179,116					179,116
	179,825	179,116	543,128	1,555	159,160	2,427	1,065,211
Expenses							
Purchases & Returns			495,591	112			495,703
Salaries	50,919	45,852	103,113		136,575	3,248	339,906
Staff Benefits	14,777	7,716	26,460		45,566	163	94,682
Supplies & Other Operating Expenses	88,218	40,260	13,995		11,567	212	154,252
Equipment	39,680		14,788				54,468
Building Repairs							-
Bank Charges			4,379		1,882		6,261
Contingency							-
Scholarships		3,900					3,900
	193,593	97,728	658,526	112	195,590	3,623	1,149,172
Excess revenue over expenses	(13,768)	81,388	(115,398)	1,443	(36,430)	(1,196)	(83,961)
Assets:							
Cash & Petty Cash			2,513				2,513
Accounts Receivable							-
Interfund Receivables	254,549	474,668	526,755	4,732	7,816	74,840	1,343,361
Prepaid Expenses							-
Inventory			162,201				162,201
Total Assets	254,549	474,668	691,469	4,732	7,816	74,840	1,508,075
Liabilities:							
Accounts Payable/Grift Certificates	6,063	638	32,010		7,459		46,172
Deferred Revenue							-
Deposits							-
Total Liabilities	6,063	638	32,010	-	7,459	-	46,172
Restricted Fund Balance (includes inventories)			162,201				162,201
Unrestricted Fund Balance	248,486	474,030	497,258	4,732	357	74,840	1,299,703
Total Liabilities & Fund Balance	254,549	474,668	691,469	4,732	7,816	74,840	1,508,075

Alvin Community College
Continuing Education Statement of Revenue and Expense
February 28, 2023

	Year-To-Date					
	Actual Revenue	TPEG	Exemptions	Net Revenue	Actual Expense	Net Margin
Administration	84,177	880	(14,671)	70,387	137,746	(67,359)
GED	-	-	-	-	-	-
Motorcycle	-	-	-	-	221	(221)
Real Estate	307	-	-	307	-	307
Dental Assistant	59,540	(3,572)	-	55,968	33,423	22,545
Phlebotomy	7,950	(477)	-	7,473	1,369	6,104
Health and Medical	-	-	-	-	-	-
Certified Nursing / Medication Aide	35,115	(2,107)	-	33,008	8,294	24,714
Welding	1,128	(68)	-	1,060	1,608	(548)
Truck Driving	150,695	(8,613)	-	142,082	71,794	70,288
Center for Professional Workforce Dev	-	-	-	-	-	-
Education to Go	1,742	-	-	1,742	-	1,742
Concealed Handguns	-	-	-	-	-	-
Occupational Health & Safety	2,107	-	-	2,107	520	1,587
Community Programs	158	-	-	158	1,736	(1,578)
Clinical Medical Assistant	30,510	(1,831)	-	28,679	9,277	19,403
Vet Assistant	-	-	-	-	-	-
Yoga	2,210	-	-	2,210	1,400	810
Human Resource Program	-	-	-	-	-	-
Activity Director Program	-	-	-	-	-	-
Machinist Program	5,584	(335)	-	5,249	4,050	1,199
TWC Pipefitter Program	-	-	-	-	-	-
STRIVE	97,665	(5,860)	-	91,805	47,806	43,999
TWC INEOS/TEAM	-	-	-	-	-	-
TWC Ascend	3,900	-	-	3,900	1,985	1,915
Options Program	-	-	-	-	-	-
Industrial Maintenance	-	-	-	-	-	-
TWC Building Construction Trades	-	-	-	-	-	-
Total	482,787	(21,982)	(14,671)	446,135	321,229	124,906

*2.58% of the state appropriation for FY21/22 is attributed to CE hours. This funding is used to offset administrative costs.

Departments highlighted generate the CE hours that contribute to the calculation of ACC's state appropriations.

Alvin Community College
Consolidated Detail Expense by Type
February 28, 2023 and February 28, 2022

	Year-To-Date					Prior Year-To-Date				
	All Other Funds Actual	M&O Actual	M&O Budget	Remaining Budget	% of Budget Expended	All Other Funds Actual	M&O Actual	M&O Budget	Remaining Budget	% of Budget Expended
Administrative Sal	4,631	852,084	1,792,544	940,460	47.53%	42,768	886,496	1,755,274	868,778	50.50%
Professional Sal	377,315	2,423,637	5,655,893	3,232,256	42.85%	288,478	2,343,215	5,490,048	3,146,833	42.68%
Tech/Clerical Sal	365,615	2,383,410	5,398,237	3,014,827	44.15%	365,805	2,254,847	5,135,350	2,880,503	43.91%
Faculty Sal	133,462	5,564,972	12,448,788	6,883,816	44.70%	147,163	5,354,255	12,289,001	6,934,746	43.57%
Misc Sal	720	100,681	204,965	104,284	49.12%	27,659	71,660	144,855	73,195	49.47%
Reg Students Sal	41,978	39,726	211,376	171,650	18.79%	14,698	22,027	161,279	139,252	13.66%
Work Study Students Sal	64,332	-	-	-	0.00%	27,127	-	-	-	0.00%
Staff Benefits	138,155	2,027,449	4,290,630	2,263,181	47.25%	131,469	1,848,799	4,305,770	2,456,971	42.94%
Subtotal	1,126,208	13,391,959	30,002,433	16,610,474	44.64%	1,045,167	12,781,298	29,281,577	16,500,279	43.65%
Equipment	79,779	24,676	31,900	7,224	77.35%	12,090	18,710	-	(18,710)	0.00%
Computer Hardware	113,118	-	72,000	72,000	0.00%	-	4,627	-	(4,627)	0.00%
Capital Improvements	-	-	-	-	0.00%	39,680	-	-	-	0.00%
Designated for Instt Reserve	-	-	150,000	150,000	0.00%	-	-	144,444	144,444	0.00%
Travel/Prof Development	21,831	170,038	540,442	370,404	31.46%	10,087	75,637	213,374	137,737	35.45%
Supplies & Exp	1,014,511	3,253,360	7,044,474	3,790,914	46.19%	1,135,475	2,903,994	6,574,244	3,670,250	44.17%
Institutional Scholarships	148,565	3,656	248,300	244,644	1.47%	97,256	96,171	333,700	237,529	28.82%
Financial Aid	5,046,084	-	-	-	0.00%	9,450,127	-	-	-	0.00%
Donor Scholarships	250,876	-	-	-	0.00%	270,870	-	-	-	0.00%
Purchases (Store/Concession)	618,629	-	-	-	0.00%	495,591	-	-	-	0.00%
Contingency Expense	-	-	200,000	200,000	0.00%	-	-	100,000	100,000	0.00%
Depreciation	-	-	-	-	0.00%	-	-	-	-	0.00%
Debt Retirement (Int & Amort)	23,893	-	-	-	0.00%	154,601	-	-	-	0.00%
Tax Maintenance Note	330,980	-	1,781,500	1,781,500	0.00%	978,072	-	1,781,500	1,781,500	0.00%
Unexpended Plant	629,269	-	-	-	0.00%	672,926	-	-	-	0.00%
	9,403,743	\$ 16,843,889	\$ 40,071,049	\$ 23,227,160	42.04%	\$ 14,361,942	\$ 15,880,438	\$ 38,428,839	\$ 22,548,401	41.32%
State Insurance Match	-	164,063	-	(164,063)	0.00%	-	407,876	-	(407,876)	0.00%
State Retirement Match	-	375,363	-	(375,363)	0.00%	-	358,347	-	(358,347)	0.00%
State Retiree Insurance	-	(7,325)	-	7,325	0.00%	-	219,076	-	(219,076)	0.00%

19. **Adjournment**