

Regular Meeting-Board of Trustees
Midland College
October 15, 2024 4:00 pm
Gibson Board Room

AGENDA

Call to Order

Public Comments

Introduction of Women's Basketball Team – Coach Ron Jones

Consent Agenda

- A. Minutes of the Tax Rate Public Hearing on September 17, 2024
- B. Minutes of the Board Meeting on September 17, 2024
- C. Approval to Serve Alcoholic Beverages for Special Events (2 memos)
- D. Monthly Statements of Revenues and Expenses through September 30, 2024

Discussion Items

- A. Board Self-Evaluation
- B. Annual Title IX – CEO Report
- C. Strategic Plan

Action Items

- A. Health Sciences Building Design
- B. Master Drainage Plan, Phase 3
- C. Qualification of Construction Manager at Risk Vendors
- D. Investment Committee Appointments
- E. Midland Central Appraisal District Board of Directors Nominations

President's Updates

- A. Monthly Donation Report
- B. Employment of Non-Contractual Full-Time Employees
- C. Resignations and Retirements– Full-Time Non-Contractual and Contractual Employees at the End of the Contract Term
- D. Project Funding Reconciliation
- E. Master Planning
- F. ACCT Leadership Congress
- G. Upcoming Events –Next Board Meeting November 19, 2024

Executive Session

The Board will convene into Executive Session under the provision of Texas Government Code §551.074 (Personnel Matters). The Executive Session will not be open to the public.

Adjournment

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551, subchapters D and E or Texas Government code §418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions or decisions will be taken in open meeting.

Regular Meeting-Board of Trustees
Midland College
October 15, 2024 4:00 p.m.
Gibson Board Room

COMMUNICATIONS TO THE BOARD

1. Call to Order

2. Public Comments

3. Introduction of Women's Basketball Team – Coach Ron Jones

4. Consent Agenda

- A. Minutes of the Tax Rate Public Hearing on September 17, 2024
- B. Minutes of the Board Meeting on September 17, 2024
- C. Approval to Serve Alcoholic Beverages for Special Events (2 memos)
- D. Monthly Statements of Revenues and Expenses through September 30, 2024

5. Discussion Items

- A. Board Self-Eval
- B. Annual Title IX – CEO Report
- C. Strategic Plan

6. Action Items

A. Health Sciences Building Design

Enclosed is a proposal from DLR Group of Texas (DLR) to provide design services for the proposed Health Sciences Building. DLR was selected to submit this proposal based on review of Statements of Qualifications from pre-approved companies.

The administration recommends approval of the proposed design services through Phase B.C.D., Contract Documents, with an associated fee of \$2,394,000.

In addition, the administration recommends approval of reimbursable expenses in the amount of \$41,800. Reimbursable travel will be negotiated with the agreed upon amount specified in the contract which will be brought to the Board of Trustees for approval.

The administration requests approval for DLR to initiate services while the contract is being finalized. A preliminary schedule for the design process is attached.

B. Master Drainage Plan, Phase 3

Enclosed is an amendment to the agreement with Kimley-Horn and Associates for the development of a Master Drainage Plan to be developed in three phases. The Board of Trustees previously approved execution of Phases 1 and 2 of this agreement; Phase 1 has been completed and Phase 2 is nearing completion.

The administration recommends approval of Phase 3 with a cost of \$80,000. Phase 3 addresses drainage within the campus circle and on the area bordering the southern extent of the campus.

C. Qualification of Construction Manager at Risk Vendors

The administration recommends that the Board of Trustees qualify Mid-Tex of Midland, Inc. and Robinson General Contractors, LLC. for Construction Manager at Risk (CMAR) services for Student Housing Phase 1. These vendors meet all the required specifications.

D. Investment Committee Appointments

E. Midland Central Appraisal District Board of Directors Nominations

7. President's Updates

A. Monthly Donation Report

Enclosed from September 10-October 8, 2024

B. Employment of Non-Contractual Full-Time Employees

For your information, Dr. Kennedy has approved the full-time non-contractual

employment of the following individuals in the positions shown.

Lexi Chambers	Assistant Teacher-Pre-K Academy
Alex Chishum	Associate Director-International Admissions & Advising
Olivia Garza	Assistant Coach-Softball
Julie Gomez	Manager-Digital Media
Jeremy Martinez	Director-Testing Services
Eleanor Milner	Accountant
Daniel Ortega	Director-Veterans Services
Katherine Prementine	Director-Alumni Relations & Event Management
Hilda Retana-Love	Coordinator-Mailroom
Sharief Savahl	Police Sergeant
Amber Sims	Director-Student Support Services & Title IX Coordinator
Deann Stamps	Associate Director-Human Resources
Jose Tapia	Groundskeeper I
Cody Vasquez	Director-Academic Engagement
Eric Whitley	Senior Programmer & Technology Analyst

C. Resignations and Retirements– Full-Time Non-Contractual and Contractual Employees at the End of the Contract Term

For your information, the following resignations have been received and were approved from the following full-time employees who held the positions shown.

Alicia Leach	Lab Assistant-Health Sciences
Jasmine Trevino	Specialist-Admissions

For your information, the following retirement has been received and was approved from the following full-time employee who held the position shown.

Rebecca Bell	Executive Director-Internal Communications & Event Management
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D. Project Funding Reconciliation

E. Master Planning

F. ACCT Leadership Congress

G. Upcoming Events –Next Board Meeting November 19, 2024

8. Executive Session

The Board will convene into Executive Session under the provision of Texas Government Code §5510.74 (Personnel Matters). The Executive Session will not be open to the public.

9. Adjournment

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551, subchapters D and E or Texas Government code §418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions or decisions will be taken in open meeting.

Tax Rate Public Hearing Minutes
Board of Trustees
Midland College
September 17, 2024 4:00 pm

A Tax Rate Public Hearing of the Board of Trustees of Midland College was held September 17, 2024, beginning at 4:00 p.m. in the Carrasco Room at 3600 N. Garfield Midland, TX 79705.

Chair Steve Kiser called the meeting to order at 4:00 p.m. Other members present included Mrs. Charlene McBride, Mr. Scott Lynch, Mr. Larry Lawrence, Mr. Adrian Carrasco, Ms. Linda Cowden, Mr. Scott Kidwell, Mr. Mike Oestmann and Mr. Steve Castle.

Call to Order

Public Comments

There were no public comments.

Action Item

A. Adopt Tax Rate for 2024

<u>Proposed Rate</u>		
Maintenance & Operations	<u>\$0.077596</u>	per \$100 valuation
Debt Service	<u>\$0.005384</u>	per \$100 valuation
Total Ad Valorem Tax Rate	<u>\$0.082980</u>	per \$100 valuation

The administration recommends that the Board adopt a rate \$0.08298 per \$100 of valuation. The No-New Revenue Rate is \$0.077501 per \$100 of valuation and the Voter Approval Rate is \$0.083168 per \$100 of valuation.

Mr. Oestmann made a motion to adopt the tax rate as proposed and Mr. Castle seconded the motion. All those present were in favor and the tax rate passed unanimously.

Adjournment

As there was no other business to come before the Board, Chair Kiser adjourned the Public Hearing at 4:02 p.m.

**Regular Meeting Minutes
Board of Trustees
Midland College
September 17, 2024 4:00 pm**

A regular meeting of the Board of Trustees of Midland College was held September 17, 2024, beginning at 4:00 p.m. in the Carrasco Room at 3600 N. Garfield Midland, TX 79705.

Chair Steve Kiser called the meeting to order at 4:02 p.m. Other members present included Mrs. Charlene McBride, Mr. Scott Lynch, Mr. Larry Lawrence, Mr. Adrian Carrasco, Ms. Linda Cowden, Mr. Scott Kidwell, Mr. Mike Oestmann and Mr. Steve Castle.

Call to Order

Public Comments

Introduction of Women's Volleyball Team – Coach Kristina Gafford

Coach Gafford introduced the volleyball team. 9 players were present out of the 12 rostered.

Consent Agenda

Mrs. McBride wanted to discuss Item B with questions regarding who a few of the schools were. Mrs. McBride made a motion to approve the consent agenda. Mr. Lawrence seconded the motion and all those present voted in favor.

- A. Minutes of the Board Meeting on August 20, 2024
- B. Dual Credit Interlocal Agreements
- C. Revision to Policy BGC(LOCAL) – Administrative Organization-Councils and Faculty Senates
- D. Contract Instructors
- E. Campus Painting Service
- F. Charter Bus Service

Discussion Items

- A. Safety and Security Audit
Mr. Chambers introduced Chief Borgstedte who discussed the results of the Safety and Security Audit required by the Texas School Safety Center. The first part consists of a self-assessment. Within the last year, MC has established an emergency operations committee, led by Dr. Jennifer Myers, a new operations tab in the internal news hub, new radios that connect with local police departments, and have replaced the campus alert system with Alertus. The second part of the audit was a climate survey of 30 questions that harbored 202 responses from students, staff, and faculty. Overall, the findings were that the campus is thought to be a safe place.

Action Items

- A. Certification of Unopposed Candidates for General Election
Steve Castle submitted a Certificate of Withdrawal on August 26, 2024. As a result, the following candidates are unopposed for election to office for the election scheduled to be held on November 5, 2024:

Place 4	Mike Oestmann
Place 5	Christine Foreman
Place 6	Charlene Romero McBride

Ms. Cowden made the motion to approve the Certification of Unopposed Candidates. Mrs. McBride seconded the motion, and the motion was passed unanimously.

- B. Order of Cancellation for General Election
Ms. Cowden made a motion to approve the Order of Cancellation for General Election and Mr. Lynch seconded that motion. The motion was carried unanimously.
- C. Investment Committee Report – Quarter Ending August 31, 2024
Mr. Chambers reviewed the investment reports and statements. The report was already approved by the Investment Committee earlier in the day so there was no requirement for a second to approve. However, Mr. Kidwell made a motion to approve.

D. Rescindment of Administrative Contract Renewal
Ms. Cowden made a motion to rescind the contract for Rebecca Bell, Executive Director-Institutional Advancement & MC Foundation. Mr. Lynch seconded the motion and all those present were in favor.

E. New Administrative Contracts
Mr. Carrasco made a motion to approve the following contracts. Mrs. McBride seconded the motion. All those present were in favor.

Rebecca Bell	Executive Director-Internal Communications & Event Management
Adrian Vega	Vice President of Institutional Advancement

F. New Faculty Contracts
Mrs. McBride made a motion to approve the contracts for the faculty members listed below. Ms. Cowden seconded the motion, and the motion was carried without opposition.

Anirban Bhattacharjee	Faculty-Physics (One-Year Appointment)
Kelly Collins	Faculty-Cosmetology (One-Year Appointment)
Safa Hossain	Faculty-Biology

President’s Updates

A. Monthly Donation Report
Enclosed from August 13-September 9, 2024

B. Employment of Non-Contractual Full-Time Employees
Dr. Kennedy approved the full-time non-contractual employment of the following individuals in the positions shown.

Nicole Cooper	Dean-Student Life
Alexis Gomez	Teacher/Lab Instructor-HLGCC
Jennifer Goolsby	Director-Process Improvement
John Granado	Instructional & Curriculum Lead-Adult Basic Education
Kendra Hefner	Administrative Assistant-Math & Sciences
Hilda Retana-Love	Coordinator-Mailroom
Jaden Ruff	Administrative Assistant III-Vice President of Administrative Services
Sharief Savahl	Police Sergeant
Thomas Sawyer	Instructor-Transportation Training
Anne Smith	Director-Project Management Office

A. Resignations and Retirements– Full-Time Non-Contractual and Contractual Employees at the End of the Contract Term
For your information, the following resignations have been received and were approved from the following full-time employees who held the positions shown.

Marette Handy	Administrative Assistant II-AVP of Organizational Learning & Dev.
Pablo Loya	Police Officer
Payden Montana	Coordinator-Student Activities
Kendra Valdez	Teacher/Lab Instructor-HLGCC
Jack Williams	Faculty-Vocational Nursing-WRTTC

B. Enrollment
Enrollment is projected to show a 15-17% increase over last year. All departments have been heavily engaged in this work.

C. OCR
The corrective action plan was submitted and work to complete action items will begin this year with an anticipated completion in 3-5 years.

D. Annual Board Self-Evaluation
Self-evaluation forms will go out next week for discussion at the next meeting.

E. Voting Delegate Notification for ACCT Leadership Congress

F. Upcoming Events –Next Board Meeting October 20, 2024

Adjournment

As there was no other business to come before the Board, Chair Kiser adjourned the Board meeting at 4:46 p.m.

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551, subchapters D and E or Texas Government code §418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions or decisions will be taken in open meeting.



Midland College

MEMO

TO: Dr. Damon Kennedy

FROM:

Rebecca Bell

DATE: September 23, 2024

SUBJECT: Alcoholic Beverage Requests

Serving of alcoholic beverages is requested for the following events:

- Tuesday, October 22, 2024 at the Jack E. Brown Conference Hall, 5:30 pm
Reception to honor the contributions of Frances & Jack Brown
- Thursday, November 14, 2024 at the Jack E. Brown Conference Hall, 5:30 pm
MC Alumni & Former Students Association networking mixer

Bartending services for both events will be under the direction of Willie Wilson.



Midland College

Office of the President

Memo

To: Dr. Damon Kennedy, President
From: Karisa Danley, Executive Director of Marketing, Communications & Public Relations
Re: Request to Serve Alcoholic Beverages
Date: October 8, 2024

Approval is requested to serve alcohol on October 18th, 2024 in Beal Plaza at Reimagine Day and on December 6th, 2024 in the F. Marie Hall Academic Building at the Midland College Employee Christmas Party.

Midland College
Comparative Year-To-Date Operating Revenues
September 30, 2024
(8.33% of Year Completed)

	Fiscal Year 2023-2024			Fiscal Year 2024-2025		
Source of Funds	Total Received FY 2023-2024	Actual thru September	Percent Received	Original Budget	Actual thru September	Percent Received
State Appropriation	9,179,946	875,000	9.53%	9,882,446	875,000	8.85%
Ad Valorem Taxes	38,714,242	92,181	0.24%	41,634,773	48,248	0.12%
Tuition and Fees	12,290,662	4,939,559	40.19%	12,004,813	3,523,063	29.35%
Other Income	6,416,457	108,522	1.69%	3,749,275	185,116	4.94%
Auxiliary	1,473,000	656,968	44.60%	1,430,500	332,324	23.23%
Total Unrestricted and Auxiliary	68,074,307	6,672,230	9.80%	68,701,807	4,963,751	7.23%
Restricted Funds	19,829,884	549,082	2.77%	14,637,910	429,826	2.94%
Total Revenue	87,904,191	7,221,312	8.21%	83,339,717	5,393,577	6.47%

Midland College
Comparative Year-To-Date Operating Expenses
September 30, 2024
(8.33% of Year Completed)

	Fiscal Year 2023-2024			Fiscal Year 2024-2025		
	Total Expended FY 2023-2024	Actual thru September	Percent Expended	Original Budget	Actual thru September	Percent Expended
Instruction	20,633,202	1,393,187	6.75%	21,944,243	1,453,261	6.62%
Public Service/Extension	2,898,329	115,269	3.98%	4,212,858	236,969	5.62%
Academic Support	8,538,667	774,075	9.07%	7,809,408	819,038	10.49%
Student Services	4,142,258	182,771	4.41%	5,297,389	394,564	7.45%
Institutional Expense	8,646,325	556,031	6.43%	13,716,269	899,790	6.56%
Physical Plant	8,435,008	193,429	2.29%	8,921,900	165,731	1.86%
Auxiliary	4,745,220	160,914	3.39%	5,216,708	800,914	15.35%
Transfers	1,645,250	548,111	33.31%	1,643,032	541,969	32.99%
Total Unrestricted and Auxiliary	59,684,259	3,923,787	6.57%	68,761,807	5,312,236	7.73%
Restricted Funds	20,188,770	5,019,648	24.86%	14,637,910	6,029,612	41.19%
Total Current Fund Expenses	79,873,029	8,943,435	11.20%	83,399,717	11,341,848	13.60%

Midland College
Comparative Year-To-Date Operating Expenses
By Natural Expense Classification
Unrestricted and Auxiliary Funds Only
September 30, 2024
(8.33% of Year Completed)

	Fiscal Year 2023-2024			Fiscal Year 2024-2025		
	Total Expended FY 2023-2024	Actual thru September	Percent Expended	Amended Budget	Actual thru September	Percent Expended
Salaries & Benefits						
Non-Faculty Salary-FT	15,639,948	667,999	4.27%	20,021,126	1,342,352	6.70%
Non-Faculty Salary-PT	1,173,356	88,625	7.55%	1,665,060	91,252	5.48%
Faculty & Lab Salaries-FT	10,899,896	881,014	8.08%	12,688,640	946,756	7.46%
Faculty & Lab Salaries-PT	3,923,321	197,743	5.04%	3,813,503	78,248	2.05%
Staff Benefits	7,851,654	536,273	6.83%	8,086,000	861,167	10.65%
Subtotal Salaries & Benefits	39,488,175	2,371,654	6.01%	46,274,329	3,319,775	7.17%
Contracted Services	5,493,851	87,264	1.59%	4,308,138	79,584	1.85%
Utilities	1,569,240	7,247	0.46%	1,944,400	5,070	0.26%
Supplies and Consumables	2,100,977	39,344	1.87%	1,883,550	157,207	8.35%
Other Operating	6,747,833	849,693	12.59%	9,527,723	635,905	6.67%
Travel & Professional Development	675,816	12,770	1.89%	788,306	12,681	1.61%
Equipment and Capital Outlay	905,029	7,704	0.85%	919,463	9,319	1.01%
Scholarships & Financial Aid (Unrestricted)	1,058,088	0	0.00%	1,472,866	550,726	37.39%
Debt Covenant and Other Transfers	1,645,250	548,111	33.31%	1,643,032	541,969	32.99%
Total Unrestricted and Auxiliary	59,684,259	3,923,787	6.57%	68,761,807	5,312,236	7.73%

Pre-K Academy and Teaching Excellence Project
Project Activity Through September 30, 2024

		2021-2022	2022-2023	2023-2024	2024-2025	Receipts	Outstanding Pledges	Receipts Pledges & Transfers
Revenues and Transfers								
	Gifts & Contributions Transferred to College	6,477,510	18,698,931	3,000,000	-	28,176,441	116,667	28,293,108
	Gifts & Contributions held by Midland College Foundation	-	-	300,000	-	300,000		300,000
	Transfers from College Operating Funds	3,000,000	-	-	-	3,000,000		3,000,000
		9,477,510	18,698,931	800,000	-	31,476,441	116,667	31,593,108
	Budget					Expenses to Date	Encumbrance / Commitments	Expenses & Commitments
Expenses								
	General Contractor	26,729,000	1,759,702	23,988,909	1,988,051	27,736,662	167,481	27,904,143
	Underground Fiber/Infrastructure	250,000	245,980	-	-	245,980		245,980
	Architect Fees	1,969,131	1,436,271	506,652	79,528	2,022,451	-	2,022,451
	Project Management	255,000	32,000	199,187	24,822	256,009	-	256,009
	Survey, Engineering, Testing	210,000	118,687	121,473	132,000	372,160	-	372,160
	Furniture, Fixtures & Equipment	629,463	-	840,218	-	840,218	-	840,218
	Electronics/Data	552,326	-	787,684	29,331	817,015	-	817,015
	City of Midland Impact Fees	50,000	-	-	-	-	50,000	50,000
	Owner's Contingency	98,864	-	-	-	-		-
		30,743,784	3,592,640	26,444,123	2,253,731	32,290,495	217,481	32,507,976
Revenues Less Expenses		5,884,870	(7,745,192)	(1,453,731)	-	(814,054)		(914,868)

Chief Executive Officer Report

TO: Midland College Board of Trustees
FROM: Dr. Damon Kennedy, Chief Executive Officer
DATE: August 30, 2024
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 **Midland College Board of Trustees** for the time period of **August 1, 2023** through **July 31, 2024**. 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.midland.edu/tix>.

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

August 1, 2023 through July 31, 2024

Texas Education Code, Section 51.252	
Number of reports received under Section 51.252	9
Number of confidential reports ² under Section 51.252	0
Number of investigations conducted under Section 51.252	0
Disposition ³ of any disciplinary processes for reports under Section 51.252:	
a. Concluded, No Finding of Policy Violation	0
b. Concluded, with Employee Disciplinary Sanction	0
c. Concluded, with Student Disciplinary Sanction	0
d. SUBTOTAL	0
Number of reports under Section 51.252 for which the institution determined not to initiate a disciplinary process	2

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.

Chief Executive Officer Annual Certification to THECB

Midland College

for the time period of **August 1, 2023** through **July 31, 2024**

Under Texas Education Code (TEC), Section 51.258, the institution's Chief Executive Officer is required to annually certify in writing to the Coordinating Board that the institution is in substantial compliance with TEC, Title 3, Subtitle A, Chapter 51, Subchapter E-2. Per THECB Rule 3.19, this certification is made annually in October of each year.

By signing this statement, I certify that **Midland College** is in substantial compliance with TEC, Title 3, Subtitle A, Chapter 51, Subchapter E-2.

As evidence of the institution's compliance with Subchapter E-2:

1. The annual Chief Executive Officer Report was submitted to the institution's governing board on October 15, 2024.
2. A summary data report is posted on the institution's website at <https://midland.edu/about/tix/>.

Signature of CEO:



Printed Name:

Dr. Damon Kennedy

Date:

26 Sept 2024



Midland College

Office of the President

Memo

To: Dr. Damon Kennedy, President
From: Dr. Deana Savage, Chief of Staff
Jeff Chambers, Vice President of Administrative Services
Re: Health Science Building Design
Date: October 7, 2024

Attached is a proposal from DLR Group of Texas (DLR) to provide design services for the proposed Health Sciences Building. DLR was selected to submit this proposal based on review of Statements of Qualifications from pre-approved companies.

The administration recommends approval of the proposed design services through Phase B.C.D., Contract Documents, with an associated fee of \$2,394,000.

In addition, the administration recommends approval of reimbursable expenses in the amount of \$41,800. Reimbursable travel will be negotiated with the agreed upon amount specified in the contract which will be brought to the Board of Trustees for approval.

The administration requests approval for DLR to initiate services while the contract is being finalized. A preliminary schedule for the design process is attached.

Thank you for your consideration of this information.



DLR Group inc. of Texas
a Texas corporation

2525 McKinnon, Suite 800
Dallas, TX 75201

August 14, 2024

PROPOSAL:
Midland College Health Sciences Building Design

ATTENTION:
Dr. Damon Kennedy
Midland College President
3600 N. Garfield
Midland, TX 79705

ARCHITECT:
DLR Group
aka DLR Group inc. of Texas
1000 Louisiana Street, Suite 1100
Houston, TX 77002

Midland College is here in after referred to as "Client" and DLR Group is hereinafter referred to as "Architect".

A. PROJECT:

B. GENERAL SCOPE OF SERVICES:

Architect will provide the following services:

B.PS Project Start Up

Architect will conduct one (1) initial meeting with the Client to establish team responsibilities, methods of communication and reporting processes, establish approval processes, establish project procedures, and confirm schedule requirements and critical milestone dates.

Architect will review with the Client the project goals, expectations, and budget parameters.

Architect will review with Client the Client's operational procedure and business approach.

In initial meeting, Client will provide Architect with organizational information including:

- Present Headcount
- Growth Projections
- Organizational Charts
- Types of Work Performed
- Completed building program

ELEVATE *the*
HUMAN EXPERIENCE
THROUGH DESIGN

Deliverables:

- One (1) Project Directory
- One (1) List of Critical Milestones Dates
- One (1) List of Project Goals
- Written Confirmation of Project Budget

B.S D Schematic Design

PROGRAM VISIONING

Architect will review relevant space in Client's present facilities.

Architect will facilitate one (1) Visioning / Values / Strategy Session to develop and define visioning statement/direction and verify project goals.

With recent completion of the POR, Architect is assuming that program does not require verification or updates.

Architect will prepare adjacency diagrams indicating:

1. preliminary location of program elements; preliminary departmental/subdivision locations and adjacencies;
2. prepare test fits to demonstrate Client's program and requirements fit in the existing education building and anticipated addition. Architect will review test fit with Client.

RESEARCH/ SITE ANALYSIS

Architect will coordinate and accompany Client in up to three (3) benchmarking trips of similar facilities at other institutions to collect best practices..

Architect will conduct a site analysis and test fit of up to four (4) different site locations. Analysis will include circulation, sun and building diagrams.

CAMPUS AND COMMUNITY ENGAGEMENT

Architect will conduct up to five (5) interviews/ 1 hr workshops with groups identified by Midland College. Including but not limited to:

1. key personnel of Client's organization
2. current students enrolled in health science programs
3. industry partners
4. local K-12 school districts

Architect will facilitate one (1) Visioning / Values / Workplace Strategy Session to develop and define visioning statement/direction and verify project goals.

SCHEMATIC DEVELOPMENT

Schematic Design Meetings:

- Biweekly virtual project meetings
- Monthly in person project meetings/ Design Workshops
- Final Schematic Design Review Meeting, to take place at least 1 week after final SD package is submitted.

Architect will combine the program, Client information and the Architect's concept to develop a preliminary and schematic building design:

Tasks:

- Finalize arrangements of all building spaces
- Finalize exterior appearance of the building
- Review and confirm Campus standards
- Determine if any early release packages are required

Schematic Design Deliverables:

- One (1) Benchmarking Summary
- One (1) Visioning / Values / Strategy Summary
- One (1) Adjacency Diagrams
- Final Site Selection (Any adjustment to site location after conclusion of programing/ research/ engagement phase will require additional fee)
- One (1) Schematic Design package
- One (1) Schematic Design Basis of Design Report
- Three (3) Design Renderings

B.D D Design Development

Design Development Meetings:

- Biweekly virtual project meetings
- Monthly in person project meetings/ design workshops
- Exterior and interior finish materials presentation.
- BIM/Clash detection review meeting
- Final Design Development Review Meeting, to take place at least 1 week after final DD package is submitted.

Architect will develop and refine design recommendations and details for the project. The approved Schematic Design shall be developed into Design Development documents sufficient to describe all aspects of the project. This will include development of building components to illustrate the proposed aesthetics, construction, systems, utilities, services, and accessories.

Tasks:

- Finalize building plans
- Finalize exterior building materials
- Finalize structural and envelope design
- Finalize building systems design
- Finalize equipment list

Design Development Deliverables:

- One (1) 50% Design Development Review package
- One (1) 100% Design Development Review package
- Two (2) 50% & 100% Design Development Basis of Design Report
- Three (3) Presentation Renderings

B.C D Contract Documents

Construction Document Meetings:

- Biweekly virtual project meetings
- Monthly in person project meetings
- Door hardware coordination meeting
- Equipment coordination meeting

Following Client's written approval of Design Development materials, Architect will develop one (1) Final set of Contract Documents detailing the construction work to be performed, resulting in a completed product ready to be used for construction.

Tasks:

- Complete all system coordination, including resolving detected BIM clashes
- Confirm all Campus standards are documented

Construction Document Deliverables:

- One (1) 50% Construction Documents package
- One (1) 90% Construction Documents package
- One (1) 100% Construction Documents package
- Update Three (3) Presentation Renderings if necessary

B.B.P Bidding Process

Following Client's approval of construction documents, Architect will assist CMAR in producing addenda documents and will attend pre-bid conference if required.

B.C.A Contract Administration

Following the award of contracts for construction, Architect will provide intermittent observation of the construction process to confirm work proceeds in accordance with the Contract Documents.

Construction Meetings:

- Monthly in person progress meetings
- Virtual Pre-install meetings, unless coordinated with progress meeting travel
- Up to five (5) additional construction site visits at the request of the Client

REVIEW SHOP DRAWINGS AND SUBMITTALS

Architect will receive and review two (2) versions of shop drawings and submittals to confirm consistency and confirm conformance to design intent.

Shop drawings and submittals are required to be reviewed by CMAR before sending to Architect. If submittal is incomplete or has not been reviewed by CMAR, it will be returned by Architect without review

CONTRACTOR COORDINATION

Architect will transmit required information and directives to contractor to confirm conformance of construction/design intent and transmit copies of correspondences to Client and Client's Project Manager/Construction Manager.

PUNCH LIST

Architect will conduct one (1) final punch list walk-through upon notification of construction completion for the education building and each health & safety upgrade project. The punch list walk-through will be followed up with one (1) progress/completion walk-through/report.

Deliverables:

- Two (2) Rounds (maximum) of Shop Drawings and Submittals Reviews

- One (1) Color board for all exterior and interior colors based on the contractor's manufacturer and/or supplier. The color boards shall be presented to the system member representative for approval.
- Twenty (20) Separate On-site Visits based on twenty (20) month Construction Period
- Report of Each Site Visit
- One (1) Punch List
- One (1) Punch List Follow Up

B.FD Final Drawings

Architect will provide final models, drawings and specifications that reflect all changes made by the Architect during construction. Final digital models will be upgraded to the latest software version in use by the Architect and uploaded in both native file format and IFC fileformat.

Final drawings reflecting all changes made by the Architect, will be provided as individual sheets in both PDF and DWG file formats. The DWG files will include all reference files.

Specifications reflecting all changes made by the Architect, will be provided by section in PDF format.

C. ARCHITECT'S COMPENSATION:

C.1 Project Fee

The Project Fee has been established as \$2,950,000.00. Fees will be invoiced as a percentage of completion each month during the project phase.

C.1.1 Project Fee by Phase

BASE SERVICES			
PHASE	DESCRIPTION	FEE	PERCENT
B.SD	Schematic Design	\$630,000	20%
B.DD	Design Development	\$945,000	30%
B.CD	Contract Documents	\$819,000	26%
B.BP	Bidding Process	\$94,500	3%
B.CA	Contract Administration	\$630,000	20%
B.FD	Final Drawings	\$31,500	1%
SUBTOTAL		\$3,150,000	100%

C.4 Reimbursable Expenses

In addition to the preceding fee, Architect will invoice Client for the following out-of-pocket expenses.

C.4.1 Site Boundary Survey \$15,000

C.4.2 Supplemental Topographic Survey \$20,000

C.4.3 Separate Instrument Easement Document \$1,800 Ea

C.4.2 Registered Accessibility Specialist, including pre-liminary site review \$5,000

C.4.3 Travel Expenses Including travel, hotel and meals Not to Exceed \$320,000 (includes benchmarkingtravel)

C.5 Adjustment of "Project Fee"

The following services shall be invoiced to Client as additional services. These additional charges shall be computed on the basis of fees and expenses set forth in Sections C.1, C.2 and C.3.

Supplemental Architectural Services:

- Expanded Campus Engagement – Visioning workshop and 4 group interviews/meetings included in base fee
- Moveable Furnishings & Equipment
- Detailed Energy Modeling - basic modeling included in base fee
- Any Services not included nor described in this Agreement.
- Cost Estimating
- Net Zero/ Sustainability workshops & research
- Net Zero/ Sustainability design

Supplemental Civil Services

- As-built Survey, or Post Construction ALTA Survey;
- Traffic control plans;
- Offsite improvements;
- Landscape, tree mitigation, and irrigation plans;
- Design of retaining walls or other structures unless specifically noted in the scope;
- Environmental engineering or wetland delineation;
- Hydraulic modeling, FEMA CLOMR/LOMR, or flood study;
- Traffic operational analysis at intersections outside of the study area;
- Signal Designs;
- Traffic simulation or other visualization;
- Event traffic management plans;
- Street and Intersection Striping and geometric diagrams;
- License agreements;

Supplemental MEP Engineering Services

- Life-cycle cost analysis
- Engineering responsibility beyond electrical circuiting for third-party lighting designs, including selections, scheduling, and photometrics

Supplemental Structural Engineering Services

- Design of cranes and equipment (structure to support cranes and equipment is included in base fee)
- Design of extensive sitework such as retention systems, pools, fountains etc.

Program Changes / Out of Sequence Changes:

- Revisions in planning and/or design due to Client activated program changes.
- Changes in work requested after approval granted and authorized by Client.

Rendering(s) and/or Scale Model – Exceeding 3 presentation renderings included in base fee

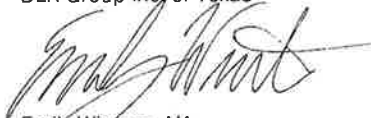
Expanded Design and/or Construction Administration:

- Design is based on a twelve (12) month design period. If design extends beyond a sixteen (16) month time frame, design fee will be increased, and additional services will apply.
- Construction Administration is based on a twenty-four (24) month construction period. If construction extends beyond 28 month time frame, construction administration fee will be increased, and additional services will apply.

DLR Group and our partners look forward to working with Midland College on this important project.

Sincerely,

DLR Group inc. of Texas



Emily Winters, AIA
Vice President



DLR Group inc. of Texas
a Texas corporation

1000 Louisiana Street, Suite 1100
Houston, TX 77002

Midland College Applied Technology (Health Science)

SCHEDULE r1

Description	Date
Project Kick-off	Oct 3, 2024
SD Phase Start (8 weeks)	Oct 7, 2024
SD Package Issue – Deadline	Dec 6, 2024
Midland College Review (2 weeks)	Dec 9, 2024 thru Dec 20, 2024
DD Phase Start (8 weeks)	Dec 9, 2024
DD Package Issue – Deadline	Feb 7, 2025
Midland College Review (2 weeks)	Feb 10, 2025 thru Feb 21, 2025
CD Phase Start (8 weeks)	Feb 10, 2025
CD 90% Package Issue – Deadline	Apr 11, 2025
Midland College Review (2 weeks)	Apr 14, 2025 thru Apr 25, 2025
CD Package Issue – Deadline	May 9, 2025
Bidding (4 weeks)	May 19, 2025 thru June 13, 2025
Construction (104 weeks)	June 16, 2025 thru June 11, 2027
Owner Move-In / FF&E (8 weeks)	June 14, 2027 thru Aug 13, 2027



Midland College

Office of the President

Memo

To: Dr. Damon Kennedy, President
From: Dr. Deana Savage, Chief of Staff
Jeff Chambers, Vice President of Administrative Services
Re: Master Drainage Plan, Phase 3
Date: October 7, 2024

Attached is an amendment to the agreement with Kimley-Horn and Associates for the development of a Master Drainage Plan to be developed in three phases. The Board of Trustees previously approved execution of Phases 1 and 2 of this agreement; Phase 1 has been completed and Phase 2 is nearing completion.

The administration recommends approval of Phase 3 with a cost of \$80,000. Phase 3 addresses drainage within the campus circle and on the area bordering the southern extent of the campus.

Thank you for your consideration of this request.

**AMENDMENT NUMBER 1 TO THE AGREEMENT BETWEEN CLIENT AND KIMLEY-HORN
AND ASSOCIATES, INC.**

This is Amendment number 1 dated August 13, 2024 to the agreement between Midland College ("Client") and Kimley-Horn and Associates, Inc. ("Consultant") dated December 13, 2023 ("the Agreement") concerning Master Drainage Plan Phase 1 (the "Project").

The Consultant has entered into the Agreement with Client for the furnishing of professional services, and the parties now desire to amend the Agreement.

The Agreement is amended to include services to be performed by Consultant for compensation as set forth below in accordance with the terms of the Agreement, which are incorporated by reference.

Consultant will perform the following services:

Task 516 Phase 2 – Western Campus Master Planning \$60,000

KH will prepare master planning for drainage associated with the western edge of the campus adjacent to Garfield Road. A portion of this area includes the western extent of the CTE area and the proposed conference center and will be draining to the east. The remainder of the area will drain to the south parallel to Garfield Road. The Client will provide a site plan for the area to be used as the basis of the planning effort. KH will perform the following efforts:

- Revise the hydrologic modeling/calculations based on the Client selected trunk line improvements;
- Evaluate capacity of existing and proposed roadway sections and identify locations for curb breaks and inlets;
- Review drainage in the vicinity of Garfield Road and the CTE area to develop concepts to improve drainage.
- Calculate sizes for proposed storm sewer and channel improvements;
- Update the conceptual OPCC for identified improvements;
- Meet with College staff up to 2 times (virtually) to discuss the results of the concept planning;

KH will provide digital copies of a technical memo summarizing the plan and exhibit illustrating the conceptual improvements. KH will prepare a presentation to be given to the Board of Trustees to update the results of the Master Drainage Plan.

Task 517 Phase 3 – Inner Campus Master Planning \$80,000

KH will prepare master planning for drainage associated with the area within the on-campus loop road, as well as the area bordering the southern extent of campus. The Client will provide a site plan for the area to be used as the basis of the planning effort. KH will perform the following efforts:

- Revise the hydrologic modeling/calculations based on the Client selected trunk line improvements;
- Review drainage in the green spaces within the loop and develop up to two concepts to improve drainage in up to three areas;
- Review drainage in the parking and paved areas within the loop and develop up to two concepts to improve drainage in up to three areas;
- Meet with College staff 2 times (virtually) to discuss the concept improvements;
- Prepare concept grading, inlet locations, and pipe locations and sizes for selected improvement concepts;
- Update the conceptual OPCC for identified improvements;

KH will provide digital copies of a technical memo summarizing the plan and exhibit illustrating the conceptual improvements. KH will prepare a presentation to be given to the Board of Trustees to update the results of the Master Drainage Plan.

Task 518

Letter of Map Revision (LOMR)

\$46,000

Consultant will prepare a LOMR for the Zone AH floodplain located at the northeast corner of the Midland College campus. The limits of the LOMR will be the campus boundary. Consultant will:

- Delineate the on- and off-site areas that drain to the Zone AH located on the campus and the adjacent airport.
- Assign hydrologic characteristics for the combined drainage area
- Create a rain-on-grid HEC-RAS 2D model of the drainage area. Rainfall will be based on Atlas-14 and City criteria.
- Conduct one in person meeting with City staff and one in person meeting with airport staff to discuss the results of the HEC-RAS 2D modeling and our approach to the LOMR submittal.
- Prepare a LOMR application for submittal to the City and the Federal Emergency Management Agency (FEMA). The application will consist of :
 - LOMR Report;
 - HEC-RAS Hydrologic and Hydraulic Modeling;
 - Hydraulic Modeling Output;
 - FEMA Forms;
 - Topographic Map;
 - Annotated FIRM;
 - Digital Files
- Submit the LOMR application electronically to the City and FEMA.
- Address up to two rounds of City comments and up to two rounds of FEMA comments.

This scope of services does not anticipate reclamation of floodplain area based on proposed grading. If effort not specifically detailed in this scope is required, Consultant will invoice the additional effort based upon the then-current hourly rate schedule upon written authorization from the Client.

The online FEMA LOMR fee is currently \$8,000. This fee and all other potential review, submittal, or project related fees will be paid directly by the Client.

Consultant will endeavor to obtain City and FEMA approval of this application; however, this approval is not guaranteed.

The project will begin upon receipt of the signed amendment.

For the services set forth above, Client shall pay Consultant the following compensation:

Task 516	Phase 2 – Western Campus Master Planning	\$60,000 LS
Task 517	Phase 3 – Inner Campus Master Planning	\$80,000 LS
Task 518	Letter of Map Revision	\$46,000 LS
Total		\$186,000 LS

CLIENT:

MIDLAND COLLEGE

By: Danmon E.

Title: PRESIDENT

Date: 26 Aug 2024

CONSULTANT:

KIMLEY-HORN AND ASSOCIATES, INC.

By: _____

Title: _____

Date: _____



Midland College

**Qualification Request
Regular Board Meeting October 15, 2024
Consideration of Approval to Qualify CMAR Vendors for
Student Housing Phase I Renovations**

QUALIFICATION RECOMMENDATION

The administration recommends that the Board of Trustees qualify Mid-Tex of Midland, Inc. and Robinson General Contractors, LLC. for Construction Manager at Risk (CMAR) services for Student Housing Phase 1. These vendors meet all the required specifications.

BACKGROUND

Midland College wishes to renovate O'Shaughnessy Hall in phase I of our student housing renovation project through the CMAR method approved in August. A Request for Qualifications was issued and we received responses from Mid-Tex of Midland and Robinson General Contractors.

IMPACT OF THIS ACTION

If approved, both of the companies will be qualified for CMAR services for Midland College. The committee will interview both and a negotiated contract will be brought back to the Board to approve for CMAR services.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This approval only qualifies the companies to offer CMAR services to Midland College.

PURCHASING CONTRACT TIMELINE

Committee interviews are set for later this month and we plan on bringing a CMAR contract to the Board in November for approval.

ATTACHMENTS

None



MIDLAND CENTRAL APPRAISAL DISTRICT
4631 ANDREWS HWY.
P. O. BOX 908002 MIDLAND, TEXAS 79708-0002
(432) 699-4991 FAX (432) 689-7185

September 13, 2024

Mr. Steven C. Kiser
Chairman, Board of Trustees
Midland College District
3600 N. Garfield
Midland, Texas 79705

Dear Mr. Kiser:

It is time once again to begin the selection process for the Appraisal District's Board of Directors. Only County, City and School districts, and Junior College districts, can cast ballots for directors. The five directors chosen will serve a two-year term beginning in January 2025. The directors will be sworn in at our January 2025 meeting.

To be eligible to serve on the Board of Directors, an individual must be a resident of the district and must have resided in the district for at least two years immediately preceding the date the individual takes office. An employee of a taxing unit that participates in the district is not eligible to serve on the board unless the individual is also a member of the governing body or an elected official of a taxing unit in the district.

An individual is ineligible to serve on the Appraisal District Board of Directors and is disqualified from employment as Chief Appraiser if the individual is related within the second degree by consanguinity or affinity, as determined under Article 5996h, Revised Statutes, to an individual who is engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property for compensation in proceedings under this title in the Appraisal District.

The presiding officer of each unit must submit a written resolution to the Chief Appraiser that includes the names and addresses of each unit's nominees by October 15 or as soon thereafter as practical. Each voting unit may nominate a candidate for each position filled.

By October 30, or as soon thereafter as practical, the Chief Appraiser will prepare a ballot listing the nominees alphabetically by each candidate's last name. The Chief Appraiser will deliver a copy of this ballot to the presiding officer of the governing body of each voting unit.

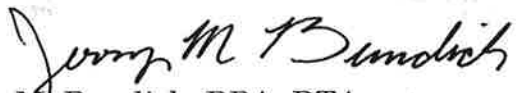
Before November 15, or as soon thereafter as practical, each voting unit will cast its votes by written resolution and submit it to the Chief Appraiser. A voting unit must cast its votes for a person nominated. There is no provision for write-in candidates. The Chief Appraiser may not count votes cast for someone not listed on the official ballot.

Chief Appraiser will count the votes from the voting units and declare the candidates who received the largest vote totals. The Chief Appraiser will notify all taxing units (voting and non-voting) and all candidates (winners and losers) of the outcome. This will occur as soon as all votes from all voting units are received.

Enclosed please find a calculation of the number of votes that each voting unit may cast, and a Resolution that may be used in the nomination process.

If you have any questions regarding the selection of directors for the Appraisal District, please do not hesitate to give me a call.

Sincerely,

A handwritten signature in black ink, reading "Jerry M. Bundick". The signature is written in a cursive, flowing style.

Jerry M. Bundick, RPA, RTA
Chief Appraiser

Enclosure

cc: Dr. Damon Kennedy, President
Mr. Jeff Chambers, Vice President of Administrative Services

RESOLUTION NO. _____

**RESOLUTION NOMINATING CANDIDATES FOR THE
MIDLAND CENTRAL APPRAISAL DISTRICT BOARD OF
DIRECTORS**

WHEREAS, pursuant to the Tax Code, Section 6.03, it is incumbent upon the Board of Trustees of Midland College to make nominations for the Board of Directors of the Midland Central Appraisal District;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MIDLAND COLLEGE;

SECTION ONE. That the following persons are hereby nominated for membership on the Board of Directors of the Midland Central Appraisal District:

	<u>NAME</u>	<u>ADDRESS</u>	<u>TELEPHONE #</u>
1.			
2.			
3.			

SECTION TWO. That the President of the Midland College, deliver a copy of this resolution to the Chief Appraiser of the Midland Central Appraisal District.

On motion of Board member _____, seconded by Board member _____, the above and foregoing resolution was adopted by the Board of Trustees of Midland College at a regular meeting on the _____ day of _____, A. D., 2024 by the following vote:

Board members voting "AYE": _____

Board members voting "NAY": _____

Mr. Steven C. Kiser
Chairman, Board of Trustees

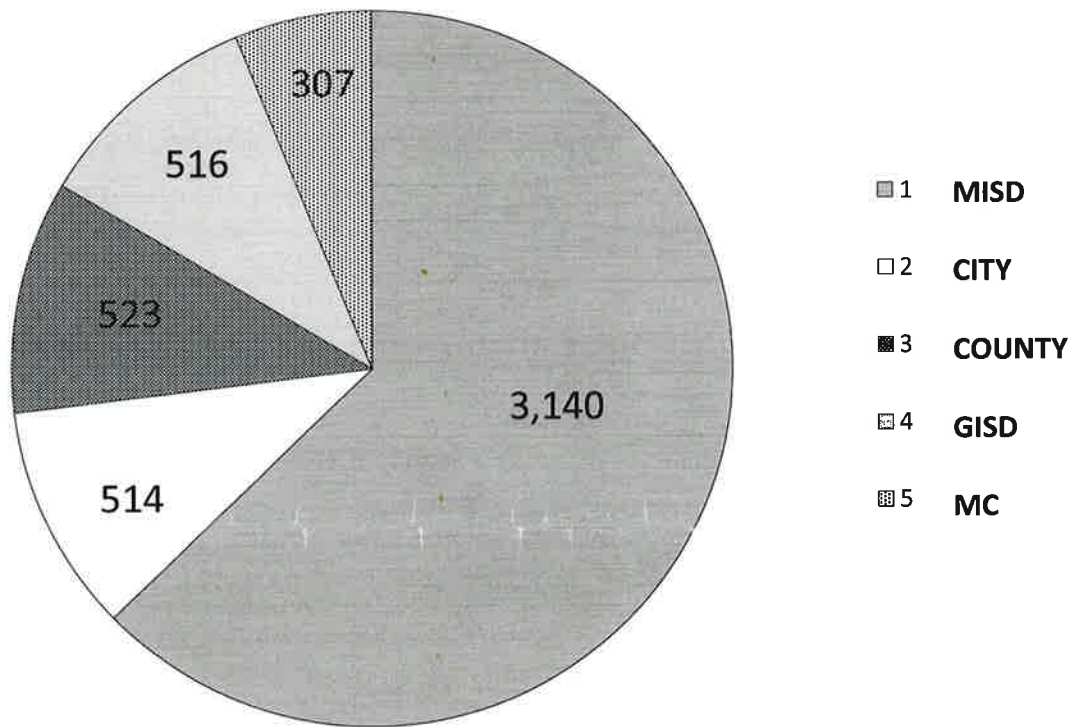
ATTEST:

Secretary

CALCULATION OF VOTES FOR MIDLAND CENTRAL APPRAISAL DISTRICT

BOARD OF DIRECTORS FOR 2025 & 2026

JURISDICTION		2023 TAX LEVY	PERCENTAGE OF TOTAL LEVY	NUMBER OF VOTES
MIDLAND I S D	\$	403,688,701.98	62.81%	3,140
CITY OF MIDLAND	\$	66,039,692.89	10.28%	514
MIDLAND COUNTY	\$	67,269,012.58	10.47%	523
GREENWOOD I S D	\$	66,285,177.30	10.31%	516
MIDLAND COLLEGE	\$	39,404,301.53	6.13%	307
TOTAL	\$	642,686,886.28	100.00%	5,000





**Midland College/Midland College Foundation Donations
September 10, 2024-October 8, 2024**

Friends of the Series	\$ 39,075
Reception Sponsor	3,000
Diesel Technology Program	5,000
Student Emergency Fund	1,775
Veterans Student Association	1,070
Various Programs - \$1,000 donation or less	2,543
Grants	
Business & Economic Development Center (Grant from Wells Fargo)	20,000
Scholarships	
General Scholarship Fund	56,050
Permian Basin Chapter of Texas CPAs Scholarship	1,500
Vangie Lindsey Art Scholarship	5,000
Various Scholarships - \$1,000 donation or less	1,685
Total Donations	\$ 136,697



Midland College

Office of the President

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Damon Kennedy, President

DATE: October 15, 2024

SUBJECT: Employment of Non-Contractual Full-Time Employees

For your information, I have approved the full-time non-contractual employment of the following individuals in the positions shown.

Lexi Chambers	Assistant Teacher-Pre-K Academy
Alex Chishum	Associate Director-International Admissions & Advising
Olivia Garza	Assistant Coach-Softball
Julie Gomez	Manager-Digital Media
Jeremy Martinez	Director-Testing Services
Eleanor Milner	Accountant
Daniel Ortega	Director-Veterans Services
Katherine Prementine	Director-Alumni Relations & Event Management
Hilda Retana-Love	Coordinator-Mailroom
Sharief Savahl	Police Sergeant
Amber Sims	Director-Student Support Services & Title IX Coordinator
Deann Stamps	Associate Director-Human Resources
Jose Tapia	Groundskeeper I
Cody Vasquez	Director-Academic Engagement
Eric Whitley	Senior Programmer & Technology Analyst



Midland College

Office of the President

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Damon Kennedy, President

DATE: October 15, 2024

SUBJECT: Resignations & Retirements
Full-Time Non-Contractual Employees and Contractual Employees at the End of the Contract Term

For your information, the following resignations have been received and were approved from the following full-time employees who held the positions shown.

Alicia Leach	Lab Assistant-Health Sciences
Jasmine Trevino	Specialist-Admissions

For your information, the following retirement has been received and was approved from the following full-time employee who held the position shown.

Rebecca Bell	Executive Director-Internal Communications & Event Management
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Upcoming Events

10/16 Wednesday	Lady Chaps Volleyball vs Amarillo College	Chap Center 6:00 pm-8:00 pm
10/18 Friday	Reimagine Day	Campus Wide 1:00 pm-5:00 pm
10/18 Friday	Chaps Baseball vs El Paso Community College	Christensen Stadium 2:00 pm-5:30 pm
10/19 Saturday	First Generation First-to-College Student Resource Fair	Carrasco Room 9:00 am-1:00 pm
10/19 Saturday	Lady Chaps Volleyball vs Western Texas College	Chap Center 2:00 pm-4:00 pm
10/22 Tuesday	Reception Honoring Contributions of Frances & Jack Brown	JEB 5:30 pm-7:00 pm
10/23-26 Wed-Sat	ACCT Leadership Congress	Seattle, WA
10/24 Thursday	ECHS@MC Annual Fall Festival	ECHS Parking Lot 6:00 pm-8:00 pm
10/25 Friday	Chaps Baseball vs Odessa College	Christensen Stadium 2:00 pm-5:30 pm
10/26 Saturday	Free Basketball Clinic hosted by MC Women's Basketball	PE 9:30 am-11:30 pm
10/26 Saturday	Lady Chaps Volleyball vs New Mexico Junior College	Chap Center 2:00 pm-4:00 pm
10/29 Tuesday	Entrepreneur Interview w/ Dr. Kennedy ft Michael Shapiro	Carrasco Room 9:00 am-10:30 am
10/30 Wednesday	Lady Chaps Volleyball vs New Mexico Military Institute	Chap Center 6:00 pm-8:00 pm
10/31-11/1 Thurs-Fri	MC Golf @ Wrangler Invitational Tournament	Odessa Country Club 8:00 am-10:30 pm
11/1 Friday	Lady Chaps Softball vs UTPB	MC Softball 12:00 pm-2:30 pm

11/1 Friday	BioLunch	Fox Science 160 12:00 pm-12:45 pm
11/2 Saturday	Super Smash Bros. Ultimate Tournament	SSC 12:30 pm-4:00 pm
11/7 Thursday	Chaps Basketball Bob Chapman Classic vs Strength N Motion Prep	Chap Center 6:00 pm-8:00 pm
11/7 Thursday	MCF/MMH Annual Estate Planning Seminar	Carrasco Room 8:00 am
11/8 Friday	U.S. Marines Birthday Cake Cutting Celebration	SSC 11:00 am-12:00 pm
11/8 Friday	Chaps Basketball Bob Chapman Classic vs Northlake College	Chap Center 5:00 pm-8:00 pm
11/9 Saturday	Veterans Day Celebration	Allison Fine Arts Building 8:00 am-8:30 pm
11/9 Saturday	Chaps Basketball Bob Chapman Classic vs Weatherford College	Chap Center 5:00 pm-8:00 pm
11/14 Thursday	MC Alumni Mixer	LRC 5:00 pm-7:30 pm
11/19 Tuesday	MC Board of Trustees Meeting	Board Room 4:00 pm
11/19 Tuesday	Chaps Basketball vs University of the Southwest JV	Chap Center 6:00 pm-8:00 pm