

MINUTES of the Regular Board Meeting
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
March 24, 2025

V. Bland Proctor, <i>Chair</i>	Luis A. Guerra, <i>Vice-Chair</i>	John Zacek, <i>Secretary</i>	Dr. Daniel Cano	Catherine McHaney	Dr. Estella De Los Santos	Ron Walker
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Also in attendance: VC Staff: Dr. Jennifer Kent, Mary Ann Rodriguez, Keith Blundell, Terri Kurtz, Matt Wiley, Amy Mundy, Darin Kazmir, Cindy Buchholz, Jacob Flores, Elaine Everett-Hensley, Susie Jechow, Joe Sekul, Jeremy Gould, Ann Kapp, Jannelle Espinoza, Mary Pullin, Amber Baker, Bobby Curbriel, Donna Rodriguez, and several SGA Students.

The Victoria College Board of Trustees met for a regular board meeting on Monday, March 24, 2025 at 4:00 PM in Corporate Training Room 101 in the Academic Building of Victoria College located at 2200 E. Red River, Victoria, TX. Mr. Bland Proctor, Chair, presided over the meeting.

A. Call to Order:

1. Quorum Call:

Mr. Bland Proctor called the meeting to order at 4:20 p.m. and announced that a quorum of board members was present. He also welcomed a group of student visitors that were present in support of some faculty that were being recognized for being granted tenure.

2. Certification of the Posting of the Notice of the Agenda

Dr. Jennifer Kent certified that the agenda had been properly posted per Texas statute also in accordance with the provisions of Sections 551.125 and 551.127 of the Texas Government Code.

B. Citizen Communication:

1. At this time, the public is invited to address the Board of Trustees.

No members of the public spoke to the Board

C. ITEMS FOR CONSIDERATION:

1. CONSIDER Minutes of the Board Workshop held on January 27, 2025

This agenda item is being tabled until next regular board meeting.

2. CONSIDER Minutes of the Regular Board Meeting held on January 27, 2025

Mr. Luis Guerra moved to accept the minutes as presented. Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

3. CONSIDER 2024 December & 2025 January Financial Statements

Mr. Keith Blundell presented. He shared with the board that since the financials are cumulative, he would review only the January financials in detail if everyone was in agreeance. Mr. Blundell then began with the Statement of Net Position as compared to the same time last year, that total current cash and investments are at about \$19.4449 million (which include project funds) compared to about \$41.262 million same time last year. We are down considerably due to construction. He noted there were no changes in OPEB or Capital Assets since the last audit. Mr. Blundell also noted that current liabilities are favorable to prior year. Total net position is at \$32.149 million. Mr. Blundell then reviewed the Statement of Revenues, Expenditures and

Changes in Net Assets for the consolidated fund and the Gonzales Center and other projects funds in detail, asking if any clarification was needed as he proceeded. State appropriations are coming in as planned. To date, three payments have been received. Ad-valorem is still too early. He compared current year actual to 2024 actual and explained any differences. Tuition and fees for credit classes are at about 88%. Credit hours and rates are up. Non-credit is at about 47% of budget and we are at 42% of the year so this is also very good. Mr. Blundell also noted that expenditures are at 45.33% and we are at 42% of the year. He also noted that our net increase is at \$4.507 MIL compared to \$4.715 last year. Mr. Blundell noted on page 12-14 revenues equal expenditures, that is exactly what we want to see. Mr. Blundell also noted on page 15 of 21 that Auxiliary is at about \$194K in the red compared to about (\$98K) last year. He moved on to page 18 of 21, pointed out that budget adjustments are at net \$0. He noted that on page 19, Gonzales Center still shows a balance of \$868 in case any needed projects occur. Mr. Blundell moved on to page 20 and 21. He shared that currently we have around \$23.231 million in the master plan budget with about \$20.845MIL already expended leaving us at about \$2.386 million. He clarified that this total does not include pledges. Mrs. Catherine McHaney moved to accept the statements as presented. Mr. Ron Walker seconded the motion. Motion carried unanimously.

4. CONSIDER Second Quarter Investment Report 2024-2025

Mr. Keith Blundell presented. He shared with the board that this is the required quarterly disclosure of our investments for the quarter ended 02-28-25. Due to the current interest rate environment, the college transferred the majority of its available funds to Texpool Prime. The Endowment Fund, General Fund, Auxiliary Fund, Debt Service Fund and Construction Fund accounts are earned \$162,462.91 for the quarter. Texpool Prime accounts earned an average of 4.560% for the quarter. Mr. John Zacek moved to accept the report as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

5. CONSIDER Proposed 2025-2026 Academic Year Tuition and Fee Schedule

Mr. Keith Blundell presented. He shared with the board that this agenda item was discussed in great detail at the 330PM Workshop right before this meeting. Mr. Blundell informed the board that the President recommends delaying this agenda item until administration determines the direction of the Governor's tuition and fee freeze.

He gave another brief summary in which he shared that in November 2024, Governor Abbot issued a letter extending the freeze of tuition and fees for university systems for two additional years. This freeze was never an official order, and the letter did not mention community colleges. However, when asked, the Governor said he thought it should apply to community colleges. Therefore, we are not recommending any increase in the general tuition and mandatory fees for the 2025-2026 academic year. There is still a chance that community colleges might be excluded from the new rider, so it would be prudent to wait until we know more about the legislation.

It is the intention of the college to continue the state's Financial Aid for Swift Transfer (FAST) program for dual credit students next Fall. That program will separate Educationally Disadvantaged (ED), from non-ED students. ED Students are students on free or reduced lunch. In the FAST program the state will reimburse VC \$58.52 per SCH for the ED students and the college cannot charge the student for anything else, including materials. For the non-ED students, we are limited to \$58.52 SCH for tuition, but we can charge them for fees and materials. We recommend keeping a \$40 SCH in-district tuition rate and maintaining the out-of-district fee of \$43 SCH to these students. The non-resident/foreign tuition rate will hold at \$56 per SCH. The ED students will receive state funding revenue. The recommended tuition and fees for dual credit under the FAST

program are \$66,168 higher than prior year's revenues. Administration further recommends the differential tuition be waived for these students, but lab fees and course fees be charged.

For non-dual credit students, the College is budgeting for a 2.4% decline in semester credit hours (SCH) used to determine tuition and fee revenue for the year. The administration recommends maintaining the required tuition and fees due to the Governor's letter. Therefore, we recommend holding the in-district tuition rate to \$60 per SCH and the out of district fee to \$61 per SCH each. We recommend holding the general fee to \$41 per SCH and the technology fee to \$23 per SCH and no change in the non-resident/foreign tuition rate of \$158 per SCH. We recommend no changes to the differential tuition rate for allied health programs or industrial/workforce programs. These changes would result in an overall decrease in the tuition and fee revenue of \$219,410 or 2.62%

The administration recommends the attached tuition and fee schedule. The total cost per SCH for in-district students will be \$124 SCH. The total cost per SCH for out-of-district students will be \$185 SCH and the total cost per SCH for out-of-state/non-resident students will be \$222 SCH. Students in the programs listed will be subject to either a \$105 or \$40 per SCH differential tuition. Rates for dual credit students will be \$78 SCH for in-district, \$121 SCH for out-of-district and \$137 SCH for non-resident.

Fiscal Impact: This schedule would provide \$219,410 less revenue than the prior year budget.

Mr. Ron Walker moved to table this agenda item until the near future. VC Administration will wait for clarity and request a Special Board Meeting if clarity is received prior to the next regularly scheduled board meeting which is scheduled for May 19, 2025. Dr. Estella De Los Santos seconded the motion. Motion carried unanimously.

6. CONSIDER Purchase of Goods/Supplies

Mr. Keith Blundell presented each purchase separately.

a. PURCHASE – Musculoskeletal Model (SynDaver Education)

He shared that the President recommends award to SynDaver Education.

Also, that the Musculoskeletal Model will be used by the Division of Allied Health. The synthetic human is an elaborate and sophisticated anatomical simulator. The model includes bones, muscles, tendons and ligaments, articulating joints, as well as a functioning respiratory and circulatory systems, complete digestive and urinary tracts, visceral and reproductive organs and the primary arterial and venous trunk leading to extremities.

Fiscal Impact:

\$59,848.00. Purchase funded by the Johnson Foundation.

Mr. Ron walker moved to accept the purchase as presented. Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

b. PURCHASE – Class B CDL Freightliner (Houston Freightliner, Sterling and Western Star)

Mr. Keith Blundell shared that the President recommends award to Houston Freightliner, Sterling and Western Star. The freightliner will be used by the Career & Technical Education – Continuing Education Department for additional truck driving courses. Graduates of the new course will earn a Class B CDL upon successful completion. Purchase is allowed within the terms of the Texas Reskilling and Upskilling Through Education (TRUE) Grant. The TRUE Grant program is to create,

redesign and expand short-term workforce education and training programs in high-demand occupations. **Fiscal Impact:** \$115,963.18; funded by TRUE Grant

Mrs. Catherine McHaney moved to accept the purchase as presented. Mr. John Zacek seconded the motion. Motion carried unanimously.

c. PURCHASE – Roofing Products and Joc (Job Order Contracting) Services (Garland/DBS, Inc.)

Mr. Blundell shared that the President recommends award to Garland/DBS, Inc. Fully adhere Type III modified bitumen roof system to the Student Services Building with a 30-year manufacturer's NDL warranty.

Fiscal Impact: \$438,891; Major R&R Budget.

Mr. Luis Guerra moved to accept the purchase as presented. Mr. Ron Walker seconded the motion. Motion carried unanimously.

7. CONSIDER Proposed 2025-26 Academic Year Instructional Fee Changes

a. Workforce & Continuing Ed Tuition and Fees – Cindy Buchholz presented.

Truck Driving SOC 53-3032 (100 contact hours)	\$2,800	Selected for this project based on the high demand in the Golden Crescent Workforce Development Area. This new course will provide training and licensing for Class B Commercial Driver's License. Is estimated to be 100 contact hours; take 3 weeks to complete, including road testing; and lead to attainment of a Class B Commercial Driver's License.
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Mr. Ron Walker moved to accept the fee changes as presented. Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

b. Allied Health Fees – Darla Strother presented.

ADN-Generic Program Courses	Current Cost	Increase	Proposed Total	Justification
RNSG 1523 RNSG 2504 RNSG 2514 RNSG 2535	\$316.25	\$68.50	\$384.75	Vendor has increased service cost and product fees.

ADN-Transition Program Courses	Current Cost	Increase	Proposed Total	Justification
RNSG 1327 RNSG 2514 RNSG 2535	\$363.00	\$59.08	\$422.08	Vendor has increased service cost and product fees.
VN-Program Courses	Current Cost	Increase	Proposed Total	Justification
VNSG 1260 VNSG 2260 VNSG 2461	\$363.00	\$38.33	\$401.33	Vendor has increased service cost and product fees.

ExamSoft Fees Allied Health Programs				
ADN-Generic Program Courses	Current Cost	Increase	Proposed Total	Justification
RNSG 1523 RNSG 2504 RNSG 2514 RNSG 2535	\$45.74	\$7.04	\$47.50	Vendor has increased service cost and product fees.
ADN-Transition Program Courses	Current Cost	Increase	Proposed Total	Justification
RNSG 1327 RNSG 2514 RNSG 2535	\$30.49	\$3.54	\$31.66 \$34.03	Vendor has increased service cost and product fees.
VN-Program Courses	Current Cost	Increase	Proposed Total	Justification
VNSG 1122 VNSG 1329 VNSG 1432	\$29.77	\$1.90	\$31.67	Vendor has increased service cost and product fees.

NurseThink Fees Allied Health Programs				
ADN-Generic Program Courses	Current Cost	Increase	Proposed Total	Justification
RNSG 1523 RNSG 2504 RNSG 2514 RNSG 2535	\$66.25	\$0	\$0	Will discontinue the NurseThink products to provide a savings of \$265 to the students
ADN-Transition Program Courses	Current Cost	Increase	Proposed Total	Justification
RNSG 1327 RNSG 2514 RNSG 2535	\$44.17	\$0	\$0	Will discontinue the NurseThink products to provide a savings of \$132.51 to the students.

VN-Program Courses	Current Cost	Increase	Proposed Total	Justification
VNSG 1329 VNSG 1423 VNSG 1432	\$31.67	\$0	\$0	Will discontinue the NurseThink products to provide a savings of \$95.01 to the students

Physical Therapy Assistant Program

Program Course	Current Cost	Increase	Proposed Total	Justification
PTHA 2366	\$0	\$35	\$35	The mock exam to help practice and assess students in areas of weakness in preparation for the national board.

My Clinical Exchange Fees Respiratory Therapy Program

Program Course	Current Cost	Increase	Proposed Total	Justification
RSPT 2360	\$0	\$20	\$20	For scheduling within the Driscoll Children's hospital system. This is needed for the clinic pediatric rotations.

NSO Affinity Insurance- AH Liability Insurance

Program Courses	Current Cost	Decrease	Proposed Total	Justification
PTHA 1266, RNSG 1260, 1261, 2362, RSPT 1360, 2360, VNSG 1260, MDCA 1091, NURA 1060, NURA 1013, PHRA 1001, PLAB 1023, VTHT 1008	\$20	\$4	\$16	The Vendor decreased Fees.

Fiscal Impact:

The total cost increase for ADN Transition students for ATI services is \$177.24 per student. The total cost increase for ADN Transition ExamSoft products is \$3.54 per student. Discontinuing NurseThink products and services for ADN Transition students saves \$132.51. The total net cost increase for Transition students is \$48.27.

The total cost increase for VN students ATI services is \$114.99 per student. The total cost increase for ExamSoft products is \$5.70 per student. Discontinuing Nurse Think products and services for VN students saves \$95.01. The total net cost increase for the VN program is \$25.68.

The total cost increase for each student enrolled in the PTA program will be \$35 once within the 2-year program. The total cost for each student enrolled in the RT program will be \$20 once within the 2-year program.

All AH students will save \$4 per clinical course for liability insurance for the next two years.

Mrs. Catherine McHaney moved to accept the fee changes as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously

c. **EMS Course Fees** – Susie Jechow presented.

FEES	COURSE	CURRENT	PROPOSED	JUSTIFICATION
Additional Fees- Liability Insurance	EMSP 1160,1261,2262,2363	\$20	\$16	Vendor decreased cost
Additional Fees – CPR Certification	EMSP 1501	New	\$15	Additional course certification
Testing Fees – Standard Computerized Testing	EMSP 1501	\$30	\$52	Vendor increased cost
Testing Fees – Standard Computerized Testing	EMSP 1438	\$30	\$70	Vendor increased cost
Testing Fees – Standard Computerized Testing	EMSP 2243	\$120	\$99	Changed vendor – decreased cost
Course Fees – Web based clinical documentation	EMSP 1160	\$52	\$33	Changed vendor – decreased cost
Course Fees – Web based clinical documentation	EMSP 1261, 2262, 2363	\$84	\$33	Changed vendor – decreased cost
Laboratory Fees – Critical Care Cadaver Lab	EMSP 2343, 2444	\$150	\$172.50	Cost is spread over two courses – increase is due to regulatory human waste fees

Mr. John Zacek moved to accept the fees as presented. Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

8. **CONSIDER Proposed 2025-2026 Academic Year Student Services Fee Changes**

Donna Rodriguez presented.

College Board ATI TEAS				
ATI TEAS	Current Cost	Increase	Proposed Total	Justification
Exam Registration Fee	\$75	\$5	\$80	Registration fee increase

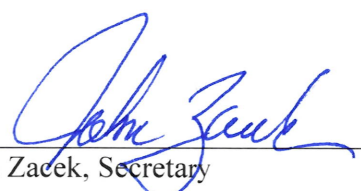
Mr. Luis Guerra moved to accept the fees as presented. Dr. Estella De Los Santos seconded the motion. Motion carried unanimously.

D. Informational Items:

1. Instructional Progress Report presented by Cindy Buchholz.
2. Communications Update presented by Darin Kazmir.
3. President's Report

There being no further business, the meeting was adjourned at 6:01 PM


Bland Proctor, Chair


John Zacek, Secretary