



Odessa College

Regular Meeting

Tuesday, October 22, 2019 6:30 PM

AGENDA OF REGULAR MEETING
Odessa College Board of Trustees
Tuesday, October 22, 2019, 6:30 PM
Zant Community Room, 2nd floor, Saulsbury Campus Center

1. **Call to Order** - Mr. Tommy Clark
2. **Pledge of Allegiance: United States & Texas** - Mr. Tommy Clark
3. **Introduce Student Trainers** - Mr. Wayne Baker
4. **Introduce New Employees** - Mr. Ken Zartner
5. **Introduce Student Government Association Officers** - Ms. Kim McKay
6. **Introduce Campus Activities Board Officers** - Ms. Kim McKay
7. **Approval of Minutes of Regular Meeting of September 24, 2019** - Mr. Tommy Clark 4
8. **Action Items:**
 - A. **Committee Reports:**
 1. **Property Committee** - Dr. Tara Deaver
 - a. Consider for Approval Bids for Air Handler Unit for Administration Bldg.
 - b. Report on Approval of Bid for Demolition of Building at 300 W. University Blvd. 8
 2. **Finance Committee** - Mr. Gary Johnson
 - a. Consider for Approval Fee for Spring 2020
 - B. **Monthly Financial Reports** - Ms. Brandy Ham
 1. Monthly Financial Statements & Budget Amendments 10
 2. Quarterly & Annual Investment Reports 13
 - C. **Appoint Member to the Appraisal District Board of Directors for 2020-2021** - Dr. Gregory Williams
9. **Informational Items:**
 - A. **Education Report: Professional Learning Center Update** - Mr. Robert Rivas
 - B. **Institutional Effectiveness Report** - Dr. Donald Wood
 - C. **President's Report** - Dr. Gregory Williams
 1. United Way Auction - November 1
 2. OC Honors - November 12
 3. Annual President's Reception - November 21
 4. Life Simulation Event
 5. OC Volleyball
10. **Adjournment** - Mr. Tommy Clark

EXECUTIVE/ CLOSED SESSION: If during the course of the meeting, any discussion of any item on the agenda should be held in executive or closed session, the Board will convene in such executive or closed session in accordance with the Texas Open Meeting Act, Section §551.001 of the Texas Government Code.

Minutes of a Regular Meeting of the Odessa College Board of Trustees held Tuesday, September 24, 2019, in the Zant Community Room, Saulsbury Campus Center, with the following:

Present

Richard Abalos
Royce Bodiford
Tommy Clark
Dr. Tara Deaver
Neil Grape
Gary Johnson
Larry Johnson
J. E. "Coach" Pressly

Absent

Bruce Shearer

Meeting was called to order by Board of Trustees Chair, Mr. Tommy Clark, at 6:33 p.m.

Pledge of Allegiance: United States & Texas

Mr. Clark led the group in the pledges.

Introduce Volleyball Team

Mr. Wayne Baker, Athletic Director, introduced Coach Rachel Keylon. Coach Keylon introduced the team. Their next meet is in at New Mexico Junior College.

Introduce New Employees

Mr. Ken Zartner, Vice President of Administrative Services, introduced the following new employees:

Melissa Aguirre, Testing Center Clerk
Jerod Beesinger, Mover & Set-Up Technician
Dr. Bradley Day, A & P Instructor
Naomi de Anda, Criminal Justice Instructor
Natasha Enriquez, Student Services Specialist
Yaritza Maldonado, Children's Center Teacher
Dusty Piper, Executive Director of Information Services
Adam Plooster, Auto Tech Instructor
Geneo Roberts, A.D.N. Associate Professor
Jose Rosas, Jr., Aquatics Coordinator
Nancy Russell, Help Desk Coordinator
Imelda Saavedra, College Connection Coach
Maribel Yanez, Financial Aid Outreach Specialist

Pinning Ceremony for Campus Police Officer Anthony Cannon

Mr. Clark invited Officer Anthony Cannon and Sergeant Nick Holbrook to the podium. Mr. Clark introduced Mr. Cannon and read a brief bio. Sergeant Holbrook pinned Officer Cannon.

Approval of Minutes of Regular Meeting of August 27, 2019, Tax Hearing of September 5, 2019, Tax Hearing of September 10, 2019, and Special Meeting of September 10, 2019

Mr. Gary Johnson moved, seconded by Mr. Bodiford, to approve the minutes of the Regular Meeting of August 27, 2019, Tax Hearing of September 5, 2019, Tax Hearing of September 10, 2019, and Special Meeting of September 10, 2019.

Motion passed unanimously.

Consider for Approval 2019 Tax Rate

Mr. Clark read the following:

**RESOLUTION SETTING THE 2019 TAX RATE FOR THE
ODESSA COLLEGE DISTRICT**

WHEREAS, the Board of Trustees of the Odessa College District has adopted a budget for the Fiscal Year beginning September 1, 2019, and ending August 31, 2020;

WHEREAS, it is necessary that Ad Valorem Taxes be levied for the support and maintenance of the Odessa College District for the fiscal year 2019-2020;

WHEREAS, the Board of Trustees conducted two public tax hearings on September 5th and September 10th, 2019, on the proposal to increase total tax revenues;

NOW, THEREFORE, BE IT RESOLVED that an Ad Valorem tax be levied for the Tax Year 2019 on all real property situated in and other property owned within the limits of the Odessa College District on the first day of January, 2019, except so much thereof as may be exempt by the Constitution of the United States and /or the laws of the State of Texas.

BE IT FURTHER RESOLVED that said tax rate be set at **\$0.186790** (18.679 cents) per \$100 (one hundred dollars) of valuations and that said tax rate be composed of the following:

1. A rate of **\$0.159228** (15.9228 cents) per \$100 (one hundred dollars) of valuation for the **Maintenance and Operations** of the Odessa College District.
2. A rate of **\$0.027562** (2.7562 cents) per \$100 (one hundred dollars) of valuation for **General Obligation Debt Service** of the Odessa College District.

IN TESTIMONY WHEREOF, we hereunto sign our names on behalf of said institution this 24th day of September, 2019.

Tommy Clark, Chair
Board of Trustees

CERTIFICATE

I hereby certify that the above is a true and correct copy of a Resolution adopted by the Odessa College Board of Trustees, at the meeting held on the 24th day of September, 2019, at which a quorum was found to be present, said meeting held pursuant to notice and called in accordance with the rules of operation of the Board of Trustees and the Texas Education Code, said notice having been duly posted as required by the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code.

Larry Johnson, Secretary
Board of Trustees

Mr. Gary Johnson moved, seconded by Mr. Bodiford, to approve the proposed 2019 tax rate.

Motion passed unanimously.

Monthly Financial Statements & Budget Amendments

Ms. Brandy Ham, Chief Financial Officer, highlighted various areas of the financial statements and budget amendments as printed below:

(Kristi Gibbs will put financial reports in minute book)

Mr. Gary Johnson moved, seconded by Dr. Grape, to approve the Monthly Financial Statements and Budget Amendments.

Motion passed unanimously.

Review of Organizational Chart

Mr. Ken Zartner reviewed changes to the first four levels of the organizational chart.

Education Report: Faculty Performance Tiers & Institutional Effectiveness Combined Reports

Dr. Don Wood, Vice President for Institutional Effectiveness and Interim Chief Instructional Officer, stated that the college is experiencing very high levels of success, so in order for the college to show improvement, we must improve faculty support. Faculty Performance Tiers were developed from Drop Rate Improvement Program and success rate data. Since the inception of the Drop Rate Improvement Program in 2011, the drop rate has improved annually and for the last 5 years has been about 4%. During the same period of time, the average success rate has risen to over 80% where it has remained since 2013. Faculty Performance Tiers divide faculty members into four tiers based on their drop rates and success rates. Instructors who fall below the 50% average are identified so that support can be offered in areas where they may be struggling. Dr. Wood compared the average success rates of lecture and online classes from 2011-2018. Online classes have a consistently lower success rate, thereby identifying an opportunity to improve online education and raise the bar for everyone. Some processes have already been put in place. At the beginning of the term, check lists have been developed to help instructors be sure that every aspect their classes are ready for the new term. During the middle of the term the new Professional Learning Center offers professional development opportunities for faculty. In the first 5 weeks, the PLC has offered about 60 sessions with close to 300 faculty engagements. At the end of the term, Faculty Performance Tiers have given us the ability to identify instructors who are struggling and know exactly where their challenges lie.

President's Report

1. Permian Basin Fair & Expo

Odessa College employees and student athletes participated in the *Permian Basin Fair & Exposition* on September 5th, 6th, & 7th. Various programs were represented each night and

volunteers handed out OC t-shirt to attendees. 301 employees volunteered during that time.

2. United Way Kick-Off

The annual United Way campaign kick-off will take place during the October 4th *Coffee & Conversations*. We hope to break last year’s record of \$46,727 and 97% employee participation. The silent auction is scheduled for 8 a.m. – 4 p.m. on Oct 30th.

3. Board of Trustees Training

Our annual Board training session is scheduled for, Thursday, October 17, 4 p.m. in the Electronic Technology Bldg., Saulsbury Conference Room. Training will be followed by dinner in Culinary Arts. Your spouses are invited to join us for dinner at 6 p.m.

4. Dr. Chet Cooper & Dr. James Bolton Represented Odessa College at National Workshop

Dr. Chet Cooper, Associate Professor of Anatomy & Physiology, and Dr. James Bolton, Department Chair of Health Careers, were invited to participate in the National Science Foundation’s QEM Workshop to Assist Minority-Serving Institutions to Prepare & Submit Competitive Proposals to the NSF Robert Noyce Teacher Scholarship Program in Washington, DC. Normally reserved for 4-year colleges and universities, Odessa College was the only community college in the continental U.S. represented. Mr. Bolton was asked to serve as a reviewer for the Noyce Program in October 2019. The Noyce program focuses on recruitment, development and support of candidates with STEM backgrounds in order to address the critical need for STEM teachers.

5. Introduce Early College High School Principals

Dr. Williams introduced James Ramage, Principal of Odessa Collegiate Academy and Mr. Karl Miller, Principal of OC TECHS. Both addressed the Board briefly. Dr. Williams presented plaques from the Texas Education Agency noting each school’s distinction designations. Immediately following the Board meeting, Mr. Ramage and Mr. Miller lead Board members on a tour of their high school. The Board also toured the new OC Food Pantry.

Adjournment

The meeting was adjourned at 7:25 p.m.

Secretary

Chair

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**PROPERTY COMMITTEE BID TAB
SUMMARY OF VENDOR PROPOSALS**

BID/RFP NO: RFP 20-004
 PROJECT DESC: Administration AHU Replacement
 OPENING DATE: October 11, 2019

ESTIMATED BUDGET: \$500,000(FY2019 Operating Budget)

ESTIMATED TIMELINE: Start in March, three weeks to complete project

EVALUATION COMMITTEE: Bryan Heifner, Robert Williams, Ken Zartner, and Cindy Curnutt

SCOPE OF PROJECT: New HVAC Air Handler to include equipment, controls, electrical, steel work, and insulation.

REQUEST FOR PROPOSALS: Proposals were sent to competitive mechanical and general contractors and four complete bids were received

JC Roberts Construction. Odessa, Texas	\$679,473
Mid-Tex of Midland Midland, Texas	\$659,000
Cooper Construction Odessa, Texas	\$715,700
First Service Odessa, Texas	\$499,142

Administration Recommends award to First Service, for \$499,142

Property Committee Action:

Award to _____ for \$ _____.

Property Committee Voting **FOR:** _____

Property Committee Voting **AGAINST:** _____

PROPERTY COMMITTEE BID TAB SUMMARY OF VENDOR PROPOSALS

BID/RFP NO: RFP 20-003

PROJECT DESC: **Asbestos Abatement and Demolition**

OPENING DATE: October 16, 2019

ESTIMATED BUDGET: \$ 47,784 (FY2019 Operating Budget)

ESTIMATED TIMELINE: Start November, approximate 55 days from Receipt of Purchase Order

EVALUATION COMMITTEE: Tony Strong, Bryan Heifner, and Cindy Curnutt

SCOPE OF PROJECT: Asbestos Abatement and Demolition of the Terrace Apartments located at 300 West University, Odessa College. Project includes enclosing perimeters with fencing, asbestos abatement, obtaining all permits, demolition, clearing, hauling off, and lot leveled.

REQUEST FOR PROPOSALS: Seven proposals were sent to competitive contractors and two complete bids were received: Lloyd Neighbors, Aisano Demolition, Total Demolition, Oscar Arcudes, TM Trucking, Advanced Environmental, Vanco Insulations.

Contractors:			
Advanced Environmental Odessa, Texas	Abatement 168,000	Demolition 103,444.00	\$ 271,444
Vanco Insulation Midland, Texas	Abatement 144,926	Demolition 83,918.00	\$228,844

Administration Recommends award to Vanco Insulation, for \$228,844.

Property Committee Action:

Award to _____ for \$ _____.

Property Committee Voting **FOR:** _____

Property Committee Voting **AGAINST:** _____

ODESSA COLLEGE
BUDGET COMPARISON STATEMENT
CURRENT UNRESTRICTED INCOME & EXPENDITURES
September 30, 2019 and 2018

	THROUGH SEP 2019	ANNUAL BUDGET 2019-2020	PERCENT OF BUDGET	THROUGH SEP 2018	ANNUAL BUDGET 2018-2019	PERCENT OF BUDGET
Revenues:						
State Appropriation	1,157,283	9,641,570	12.0%	1,004,707	8,372,550	12.0%
Ad Valorem Taxes	86,083	25,705,000	0.3%	110,374	23,847,048	0.5%
Tuition and Fees - Credit	5,164,548	11,141,892	46.4%	5,172,660	10,982,652	47.1%
Tuition and Fees - Non Credit	409,319	1,679,750	24.4%	304,379	1,727,055	17.6%
Federal Grants & Contracts	-	13,000	0.0%	-	10,000	0.0%
Other Income	80,013	1,191,100	6.7%	77,123	1,219,763	6.3%
Gift Income	6,882	58,882	11.7%	-	116,245	0.0%
Investment Income	28,332	425,000	6.7%	33,485	350,000	9.6%
Total Revenues	6,932,460	49,856,194	13.9%	6,702,728	46,625,313	14.4%
Salaries and Benefits:						
General Administration	147,544	2,021,468	7.3%	165,338	2,030,089	8.1%
Student Services	225,589	2,709,992	8.3%	199,843	2,516,233	7.9%
General Institutional	229,430	3,280,681	7.0%	182,819	2,713,335	6.7%
Instruction	1,015,711	13,304,944	7.6%	934,254	12,396,830	7.5%
Instructional Support	254,953	3,468,272	7.4%	229,280	3,456,843	6.6%
Public Service	61,915	719,537	8.6%	55,356	693,426	8.0%
Physical Plant	89,596	1,106,614	8.1%	91,615	1,077,186	8.5%
Staff Benefits	508,252	5,592,480	9.1%	467,356	5,284,229	8.8%
Total Payroll	2,532,990	32,203,988	7.9%	2,325,861	30,168,171	7.7%
Other Operating Expenditures:						
General Administration	148,172	347,074	42.7%	116,975	333,861	35.0%
Student Services	98,241	506,264	19.4%	102,312	511,981	20.0%
General Institutional	992,250	4,002,979	24.8%	1,263,972	3,546,504	35.6%
Instruction	31,693	964,760	3.3%	86,992	1,060,169	8.2%
Instructional Support	105,168	595,841	17.7%	96,827	495,920	19.5%
Public Service	3,637	158,842	2.3%	11,074	165,949	6.7%
Physical Plant Operations	531,341	1,756,789	30.2%	431,985	1,544,195	28.0%
Utilities	108,463	1,115,750	9.7%	71,886	1,047,816	6.9%
Scholarships & Allowances	735,278	1,605,000	45.8%	682,255	1,603,700	42.5%
Total Operating Expenditures	2,754,243	11,053,299	24.9%	2,864,278	10,310,095	27.8%
Transfers In:						
Bookstore Profit (Loss)		60,000	0.0%	11,667	65,000	17.9%
OER Reserve Fund	8,333	100,000	8.3%	8,333	100,000	n/a
Other Auxiliary Profit (Loss)	393,382	(117,730)	n/a	166,320	(38,973)	n/a
Investment Income - Plant Funds		20,000	0.0%	8,813	30,000	29.4%
Total Transfers In	401,715	62,270	645.1%	195,133	156,027	125.1%
Transfers Out:						
For Revenue Bond Debt Service	-	-	n/a	210,900	2,484,000	8.5%
Tuition for TPEG Scholarships	196,302	465,000	42.2%	200,849	450,000	44.6%
To Technology Replacement Fund	-	600,000	0.0%	4,047	450,000	0.9%
To Plant Renew/Replace Fund	745	750,000	0.1%	19,130	696,079	2.7%
To Construction Funds	308,334	3,450,000	8.9%	75,000	900,000	8.3%
Athletics Subsidy	281,311	1,357,213	20.7%	191,225	1,296,584	14.7%
Other Transfers	-	38,964	0.0%	-	26,411	0.0%
Total Transfers Out	786,692	6,661,177	11.8%	701,151	6,303,074	11.1%
Excess of Revenues over Expenditures and Transfers	1,260,250	-		1,006,571	-	

**ODESSA COLLEGE
BUDGET ADJUSTMENTS
October 22, 2019**

GENERAL CONTINGENCY EXPENDITURES (11-10390-5388)

Original Budget, September 1, 2019	\$ 600,000
Proposed Adjustments, October 22, 2019	0
Balance Remaining for General Contingencies	<u>\$ 600,000</u>

INCREASES (DECREASES) IN INCOME BUDGETS

None	-
	<u> </u>
	<u>\$ -</u>

INCREASES (DECREASES) IN EXPENDITURE BUDGETS

None	-
	<u> </u>
	<u>\$ -</u>

ODESSA COLLEGE
EXPENDITURE VOUCHERS EXCEEDING \$10,000
Sep. 17 - Oct. 17, 2019

<u>DATE</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
09/18/2019	Advantage USAA Inc	Roof Replacements - Pay Application #10 (Insurance Claim)	\$ 58,685.21
09/18/2019	Great Western Dining	Meal Charges (Week ending 9/11/19)	26,534.81
09/18/2019	Ector County Appraisal Dist	4th Quarter Appraisal and Collection Fees	87,564.75
09/18/2019	Johnson, Miller & Co	Audit Services	26,700.00
09/18/2019	NRG Energy, Inc.	Electric Utilities -August	78,645.47
09/18/2019	First Service	Anne Hathaway Chiller Repairs	15,303.01
09/18/2019	Techsmith Corp.	Renewal of TechSmith Relay 2019-20 school year	29,236.20
09/18/2019	Synetra, a Computex Technology	Smartnet Annual Renewal	77,744.69
09/25/2019	Otis Elevator Company	Elevator maintenance	51,027.15
09/25/2019	Deep East Texas	Workers Compensation Insurance Premium	62,990.00
09/25/2019	TASB Risk Management Fund	Property, Casualty, Liability insurance 2019-20	367,052.00
10/02/2019	Brex, LLC	Contract Instruction - Chevron CE Class Rod Pumping	11,550.00
10/02/2019	GCA Services Group	Custodial Services	58,761.48
10/02/2019	Great Western Dining	Meal Charges (Week ending 9/18/19)	26,504.29
10/02/2019	Severin Intermediate Holdings, LLC	HR Applicant Tracking Software Renewal	44,693.83
10/02/2019	Geary D. Umsted	Contract Instruction - Chevron CE Class Production Operator Fie	12,000.00
10/09/2019	Advantage USAA Inc	Roof Replacements - Pay Application #1 (Insurance Claim)	294,644.02
10/09/2019	City of Odessa	August Water Bill	18,892.92
10/09/2019	Lumen Inc	OER subscription - Fall 2019 enrollments	34,450.00
10/09/2019	U.S. Bancorp Government Leasing	Bus Contract	54,873.93
10/11/2019	ATI	Nursing Practice Exam Software	16,830.00
10/11/2019	ATI	Nursing Practice Exam Software	45,937.50
10/16/2019	Honeywell, Inc.	Building Automation Maintenance Agreement	11,375.21
10/16/2019	Great Western Dining	Meal Charges (Week ending 9/25/19)	27,327.69
10/16/2019	NRG Energy, Inc.	Electric Utilities -September	84,552.18
10/16/2019	Samuel Hernandez	Softball Turf demo and install	17,685.00
10/16/2019	Great Western Dining	Meal Charges (Week ending 10/2/19)	24,989.27



ODESSA COLLEGE
QUARTERLY INVESTMENT REPORT
 Quarter Ending: August 31, 2019



TEXAS PUBLIC FUNDS INVESTMENT ACT

To the best of my knowledge, the investment portfolio of the District, at August 31, 2019, and the investment transactions entered into during the quarter then ended are in compliance with the Texas Public Funds Investment Act.

The investments of the District comply with the investment objectives and strategies as expressed in the Odessa Junior College District Investment Policy.

All business organizations that have sold investments to Odessa College during the quarter have executed a written instrument stating that they meet the requirements of the District's Investment Policy.

Market Value Source: Frost Bank

Asset Class	Face Amount/Shares	Market Value	Book Value	% of Portfolio	YTM @ Cost	Days To Maturity
CDs	2,312,000.00	2,318,620.77	2,312,000.00	8.94	2.20	479
MM & Int Ckg	2,890,234.15	2,890,234.15	2,890,234.15	11.17	2.07	1
Muni Bonds	7,840,000.00	7,973,642.60	7,914,736.87	30.31	2.33	485
Public LGIP	12,826,252.75	12,826,252.75	12,826,252.75	49.58	2.34	1
Total / Average	25,868,486.90	26,008,750.27	25,943,223.77	100.00	2.30	190

 Brandy Ham, Chief Financial Officer

 Date

 Kristi Gibbs, Controller

 Date

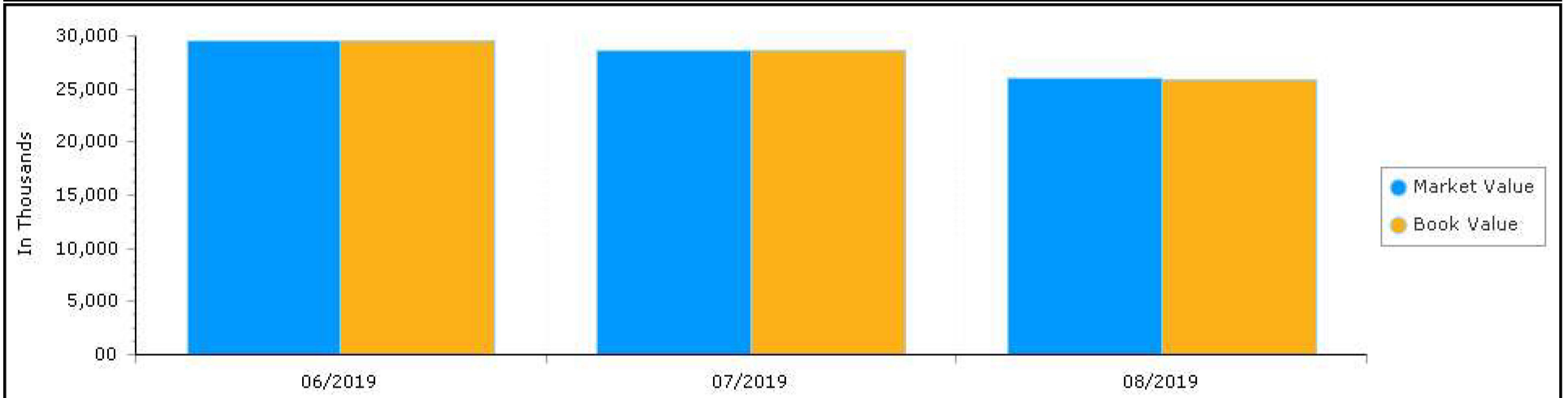


Odessa College Portfolio Summary by Month All Portfolios

Begin Date: 6/30/2019, End Date: 8/31/2019

Month	Market Value	Book Value	Unrealized Gain/Loss	YTM @ Cost	YTM @ Market	Duration	Days To Maturity
6/30/2019	29,582,036.62	29,541,309.36	40,727.26	2.40	2.36	0.51	191
7/31/2019	28,650,361.42	28,615,282.40	35,079.02	2.39	2.33	0.49	185
8/31/2019	26,008,750.27	25,943,223.77	65,526.50	2.30	2.16	0.50	190
Total / Average	28,080,382.77	28,033,271.84	47,110.93	2.36	2.29	0.50	189

Market Value / Book Value Comparison





Odessa College Distribution by Asset Class - Market Value

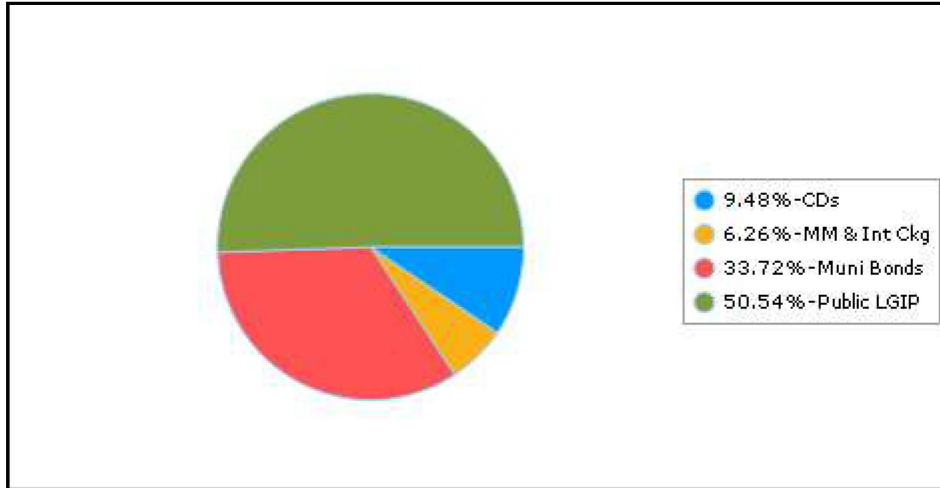
All Portfolios

Begin Date: 6/30/2019, End Date: 8/31/2019

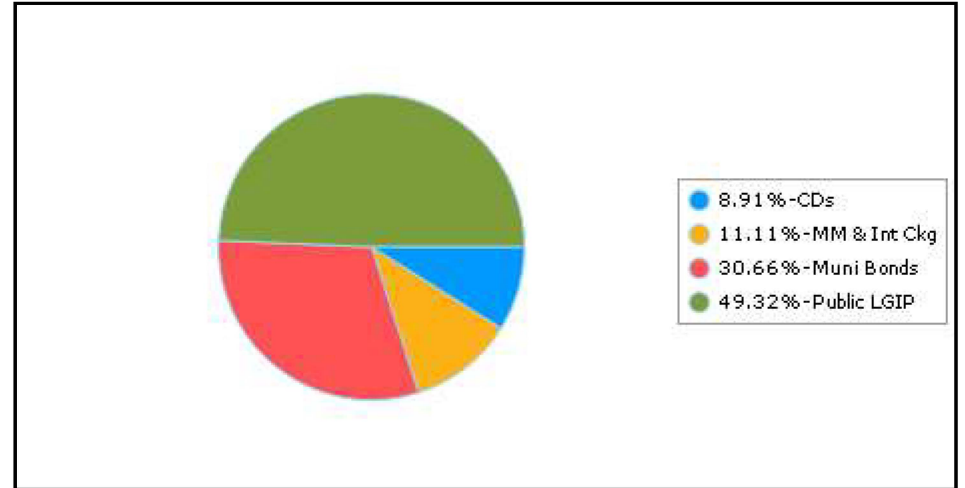
Asset Class Allocation

Asset Class	Market Value 6/30/2019	% of Portfolio 6/30/2019	Market Value 8/31/2019	% of Portfolio 8/31/2019
CDs	2,804,711.05	9.48	2,318,620.77	8.91
MM & Int Ckg	1,852,555.50	6.26	2,890,234.15	11.11
Muni Bonds	9,975,095.95	33.72	7,973,642.60	30.66
Public LGIP	14,949,674.12	50.54	12,826,252.75	49.32
Total / Average	29,582,036.62	100.00	26,008,750.27	100.00

Portfolio Holdings as of 6/30/2019



Portfolio Holdings as of 8/31/2019





Odessa College Distribution by Asset Class - Market Value

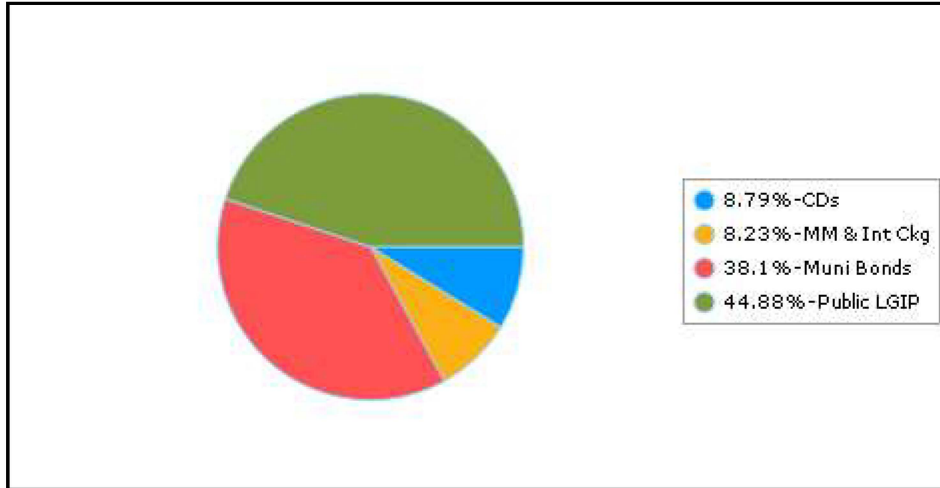
Fund Group: **Pooled Operating**

Begin Date: 6/30/2019, End Date: 8/31/2019

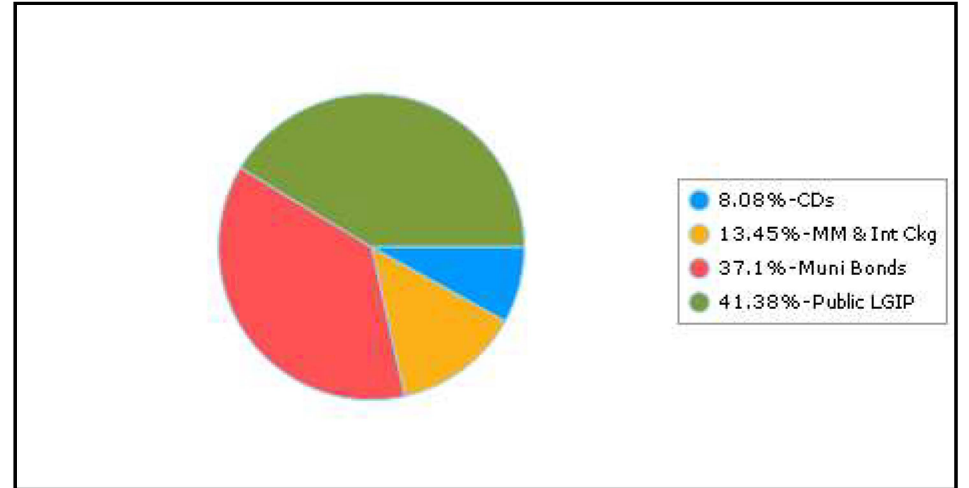
Asset Class Allocation

Asset Class	Market Value 6/30/2019	% of Portfolio 6/30/2019	Market Value 8/31/2019	% of Portfolio 8/31/2019
CDs	1,978,062.89	8.79	1,736,485.73	8.08
MM & Int Ckg	1,852,555.50	8.23	2,890,234.15	13.45
Muni Bonds	8,574,787.95	38.10	7,973,642.60	37.10
Public LGIP	10,102,110.43	44.88	8,894,329.20	41.38
Total / Average	22,507,516.77	100.00	21,494,691.68	100.00

Portfolio Holdings as of 6/30/2019



Portfolio Holdings as of 8/31/2019





Odessa College Distribution by Asset Class - Market Value

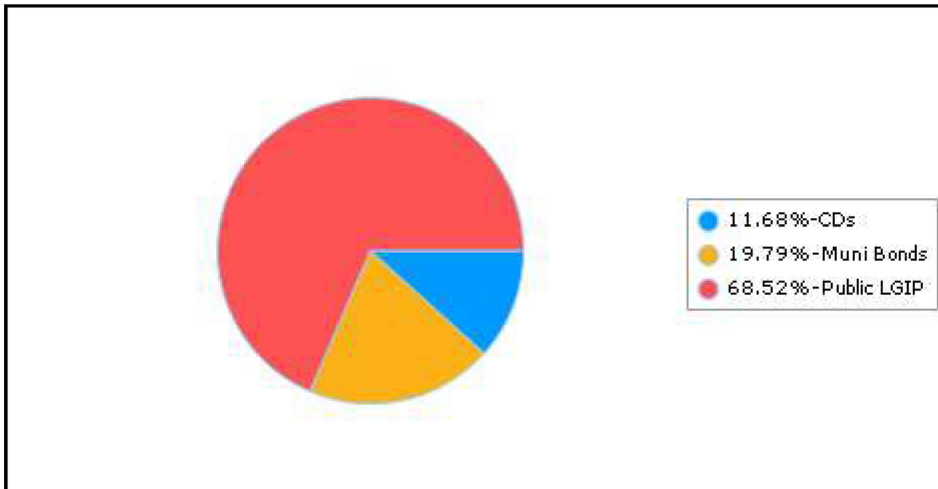
Fund Group: **Debt Service**

Begin Date: 6/30/2019, End Date: 8/31/2019

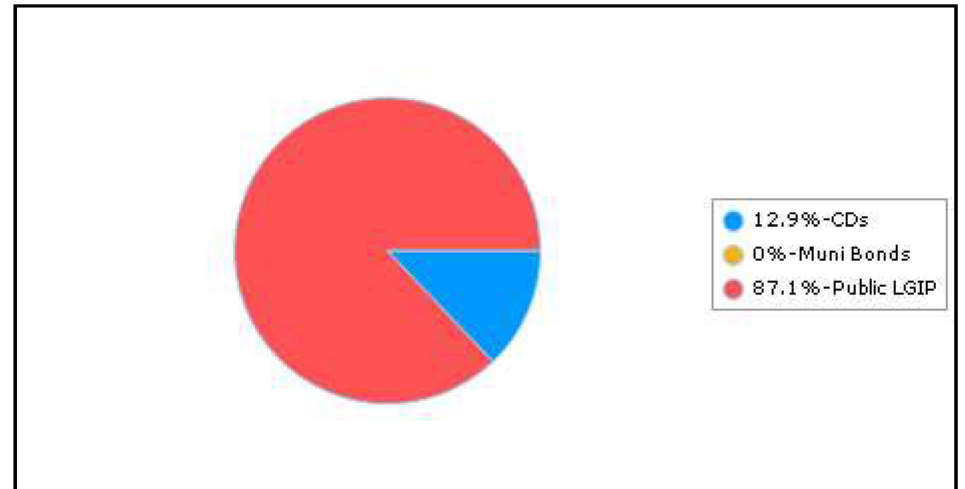
Asset Class Allocation

Asset Class	Market Value 6/30/2019	% of Portfolio 6/30/2019	Market Value 8/31/2019	% of Portfolio 8/31/2019
CDs	826,648.16	11.68	582,135.04	12.90
Muni Bonds	1,400,308.00	19.79	0.00	0.00
Public LGIP	4,847,563.69	68.52	3,931,923.55	87.10
Total / Average	7,074,519.85	100.00	4,514,058.59	100.00

Portfolio Holdings as of 6/30/2019



Portfolio Holdings as of 8/31/2019

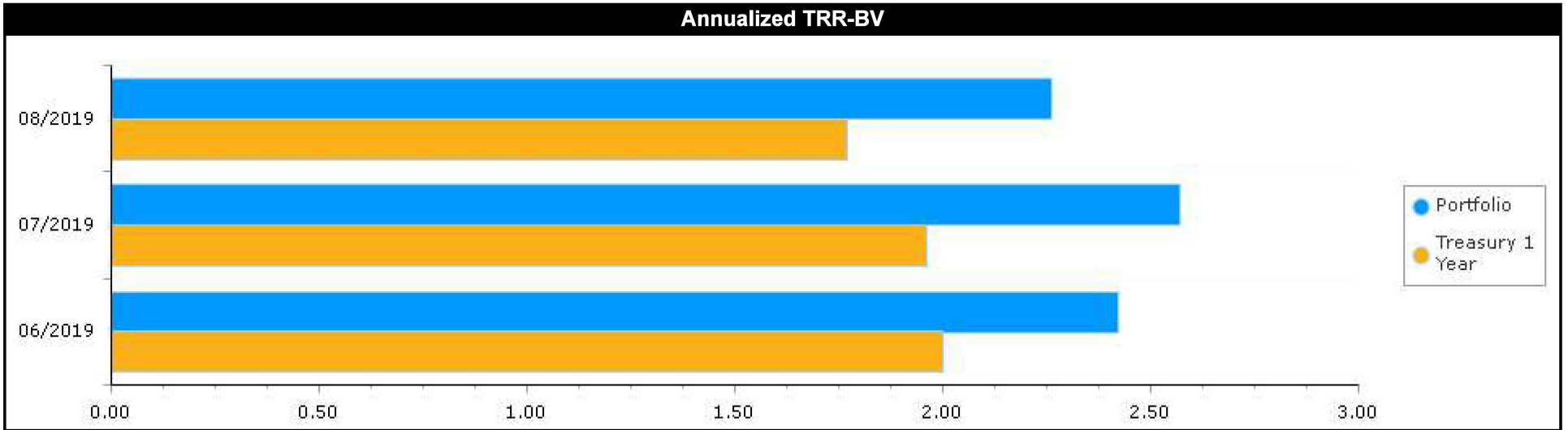




Odessa College Total Rate of Return - Book Value by Month All Portfolios

Begin Date: 6/30/2019, End Date: 8/31/2019

Month	Beginning BV + Accrued Interest	Interest Earned During Period-BV	Realized Gain/Loss-BV	Investment Income-BV	Average Capital Base-BV	TRR-BV	Annualized TRR-BV	Treasury 1 Year
6/30/2019	31,352,710.02	61,061.45	0.00	61,061.45	30,551,929.91	0.20	2.42	2.00
7/31/2019	29,636,325.34	61,122.00	0.00	61,122.00	28,825,019.04	0.21	2.57	1.96
8/31/2019	28,727,992.65	51,979.18	0.00	51,979.18	27,827,230.61	0.19	2.26	1.77



TRR-BV: Total Rate of Return - Book Value Benchmark: US Treasury 1 Year

Interest Earned: Quarterly \$ 174,163 / Fiscal YTD: \$ 713,711



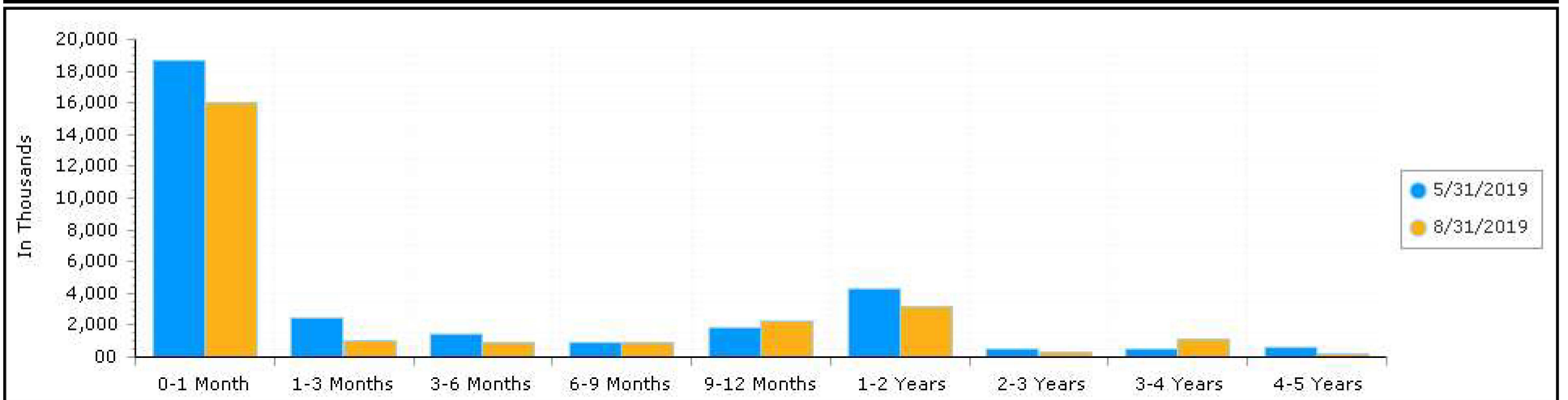
Odessa College Distribution by Maturity Range - Market Value All Portfolios

Begin Date: 5/31/2019, End Date: 8/31/2019

Maturity Range Allocation

Maturity Range	Market Value 5/31/2019	% of Portfolio 5/31/2019	Market Value 8/31/2019	% of Portfolio 8/31/2019
0-1 Month	18,715,350.70	59.95	16,051,493.01	61.72
1-3 Months	2,495,616.11	7.99	1,047,961.30	4.03
3-6 Months	1,384,262.96	4.43	901,785.78	3.47
6-9 Months	901,526.08	2.89	953,987.82	3.67
9-12 Months	1,830,147.91	5.86	2,218,298.70	8.53
1-2 Years	4,242,776.47	13.59	3,184,507.11	12.24
2-3 Years	539,419.25	1.73	279,540.25	1.07
3-4 Years	503,966.14	1.61	1,124,679.87	4.32
4-5 Years	605,892.00	1.94	246,496.43	0.95
Total / Average	31,218,957.62	100.00	26,008,750.27	100.00

Portfolio Holdings





Odessa College Portfolio Holdings by Portfolio Name All Portfolios

Date: 8/31/2019

Description CUSIP	Face Amount / Shares	Settlement Date YTM @ Cost	Cost Value Book Value	Market Price YTM @ Market	Market Value Accrued Interest	% Portfolio Unre. Gain/Loss	Credit Rating Credit Rating	Days To Call/Maturity Duration To Maturity
Debt Service - Fixed Income								
Barclays Bank 2.05 12/17/2019 06740KJC2	247,000.00	12/17/2014 2.05	247,000.00 247,000.00	100.05 1.86	247,128.93 1,040.45	0.95% 128.93	NR NR	108 0.3
Customers Bank PA 2.1 9/10/2019 23204HCA4	245,000.00	9/10/2014 2.10	245,000.00 245,000.00	100.00 2.07	245,000.98 2,452.68	0.94% 0.98	NR NR	10 0.03
Signature Bank AR 1.6 9/27/2019 82669LFX6	90,000.00	9/29/2015 1.60	90,000.00 90,000.00	100.01 1.52	90,005.13 7.89	0.35% 5.13	NR NR	27 0.07
Sub Total Debt Service - Fixed Income	582,000.00	2.00	582,000.00	1.90	582,135.04 3,501.02	2.24% 135.04		54 0.15
Debt Service - Liquid Assets								
TexPool - Prime LGIP LGIP0003P	1,970,452.97	4/30/2017 2.35	1,970,452.97 1,970,452.97	100.00 2.35	1,970,452.97	7.6% 0.00	NR NR	1 0
TexPool - Prime LGIP LGIP0007P	177,386.23	4/30/2017 2.35	177,386.23 177,386.23	100.00 2.35	177,386.23	0.68% 0.00	NR NR	1 0
TexPool - Prime LGIP LGIP0005P	118,424.80	4/30/2017 2.35	118,424.80 118,424.80	100.00 2.35	118,424.80	0.46% 0.00	NR NR	1 0
TexPool - Prime LGIP LGIP0001P	1,662,659.55	4/30/2017 2.35	1,662,659.55 1,662,659.55	100.00 2.35	1,662,659.55	6.41% 0.00	NR NR	1 0
TexPool LGIP LGIP0002	3,000.00	4/30/2017 2.17	3,000.00 3,000.00	100.00 2.17	3,000.00	0.01% 0.00	NR NR	1 0
Sub Total Debt Service - Liquid Assets	3,931,923.55	2.35	3,931,923.55	2.35	3,931,923.55	15.16% 0.00		1 0
Pooled Operating - Fixed Income								
Ally Bank 2 10/26/2020 02006L6F5	247,000.00	10/26/2017 2.00	247,000.00 247,000.00	100.29 1.75	247,707.41 1,718.85	0.95% 707.41	NR NR	422 1.14
Amarillo TX Economic Dev Corp 2.657 8/15/2023 023026CL9	600,000.00	5/8/2019 2.57	602,082.00 601,928.52	103.24 1.81	619,410.00 708.53	2.32% 17,481.48	S&P-AA- NR	1445 3.78



Odessa College Portfolio Holdings by Portfolio Name All Portfolios

Date: 8/31/2019

Description CUSIP	Face Amount / Shares	Settlement Date YTM @ Cost	Cost Value Book Value	Market Price YTM @ Market	Market Value Accrued Interest	% Portfolio Unre. Gain/Loss	Credit Rating Credit Rating	Days To Call/Maturity Duration To Maturity
BMW Bank UT 1.95 5/22/2020 05580ABS2	247,000.00	5/22/2015 1.95	247,000.00 247,000.00	100.13 1.77	247,323.82 1,332.78	0.95% 323.82	NR NR	265 0.72
California State Gov Bonds 6.2 10/1/2019-18 13063A7G3	300,000.00	12/16/2014 2.00	357,279.00 301,014.66	100.31 2.40	300,933.00 7,750.00	1.16% -81.66	Moodys-Aa3 S&P-AA	31 0.08
Cit Bank UT 2.1 11/13/2019 17284C3N2	247,000.00	11/13/2014 2.10	247,000.00 247,000.00	100.03 1.93	247,078.30 1,563.21	0.95% 78.30	NR NR	74 0.2
Denver Colo Pub Schs 2.168 12/15/2020 249218AT5	780,000.00	10/27/2017 2.00	783,946.80 781,626.98	100.35 1.89	782,722.20 3,569.97	3.01% 1,095.22	Moodys-Aa3 Fitch-AA	472 1.27
District Columbia 5.27 6/1/2020-19 25476FKZ0	500,000.00	6/25/2015 2.27	569,700.00 510,630.89	102.27 2.20	511,345.00 6,587.50	1.97% 714.11	Moodys-Aa1 S&P-AA	275 0.74
District Columbia 5.27 6/1/2020-19 25476FKZ0	355,000.00	7/31/2015 2.20	404,700.00 362,734.86	102.27 2.20	363,054.95 4,677.12	1.4% 320.09	Moodys-Aa1 S&P-AA	275 0.74
EL PASO TX TXBL REF GO UNLTD 3.112 8/15/2020 283734SX0	800,000.00	1/24/2019 2.65	805,592.00 803,439.72	101.17 1.88	809,328.00 1,106.49	3.1% 5,888.28	S&P-AA NR	350 0.95
Goldman Sachs Bank 2.55 6/26/2024-19 38149MBZ5	246,000.00	6/26/2019 2.55	246,000.00 246,000.00	100.20 2.51	246,496.43 1,254.60	0.95% 496.43	NR NR	117 4.54
Greater Orlando FL 3.733 10/1/2020 392274A97	250,000.00	10/9/2015 1.80	272,915.00 255,001.24	101.92 1.94	254,787.50 3,888.54	0.98% -213.74	Moodys-Aa3 S&P-AA-	397 1.06
Hale County TX 3 2/15/2023 405468CT4	250,000.00	5/7/2019 2.50	254,465.00 254,089.68	103.22 2.03	258,047.50 333.33	0.98% 3,957.82	S&P-AA- None	1264 3.31
Houston TXXBL Public Impt 2.17 3/1/2021 442331YU2	250,000.00	1/22/2019 2.75	247,045.00 247,894.23	100.76 1.66	251,892.50 2,712.50	0.96% 3,998.27	S&P-AA NR	548 1.47
HSBC Bank VA Step 11/17/2020-18 40434AC72	248,000.00	11/17/2015 2.33	248,000.00 248,000.00	101.51 1.83	251,744.55 2,232.68	0.96% 3,744.55	NR NR	444 1.19



Odessa College Portfolio Holdings by Portfolio Name All Portfolios

Date: 8/31/2019

Description CUSIP	Face Amount / Shares	Settlement Date YTM @ Cost	Cost Value Book Value	Market Price YTM @ Market	Market Value Accrued Interest	% Portfolio Unre. Gain/Loss	Credit Rating Credit Rating	Days To Call/Maturity Duration To Maturity
JP MORGAN CHASE BANK 3.1 1/31/2023-20 48128HBN7	246,000.00	1/31/2019 3.10	246,000.00	100.50 2.95	247,222.37 647.69	0.95% 1,222.37	NR NR	153 3.26
Kansas City MO 3.68 3/1/2020 485106GP7	500,000.00	8/8/2017 1.75	524,085.00 504,708.93	100.83 2.01	504,130.00 9,200.00	1.95% -578.93	Moody's-A1 S&P-AA-	183 0.49
Milwaukee WI TXBL Promissory 2.75 4/1/2021 602366XJ0	355,000.00	2/7/2019 2.75	355,000.00	101.18 1.99	359,185.45 4,067.71	1.37% 4,185.45	NR NR	579 1.54
OHIO ST MAJOR NEW ST 4.418 6/15/2020 677581DV9	525,000.00	8/31/2018 2.80	539,700.00 531,495.87	101.82 2.07	534,570.75 4,896.62	2.05% 3,074.88	Moody's-Aa2 S&P-AA	289 0.78
Ohio State 4.621 3/1/2020-19 6775206N3	200,000.00	10/5/2015 2.00	221,996.00 202,501.72	101.27 2.06	202,534.00 4,621.00	0.78% 32.28	Moody's-Aa1 S&P-AA+	183 0.49
San Marcos ISD 5 8/1/2021 798781XT2	250,000.00	5/7/2019 2.40	264,042.50 262,048.71	106.03 1.78	265,082.50 1,041.67	1.01% 3,033.79	Moody's-Aa2 None	701 1.85
Sterling Bank MO 1.8 1/28/2020 85916VBZ7	249,000.00	8/28/2017 1.80	249,000.00	99.97 1.89	248,912.85 36.84	0.96% -87.15	NR NR	150 0.41
Texas A & M University 4 5/15/2021 88213ACH6	250,000.00	2/13/2018 2.40	262,445.00 256,531.79	103.87 1.69	259,665.00 2,944.44	0.99% 3,133.21	Moody's-Aaa S&P-AAA	623 1.65
Texas A&M University 2.246 5/15/2022 88213AEH4	275,000.00	11/7/2017 2.05	277,315.50 276,386.49	101.65 1.62	279,540.25 1,818.64	1.07% 3,153.76	Moody's-Aaa S&P-AAA	988 2.62
Texas State 1.986 10/1/2019 882723PM5	500,000.00	5/19/2015 1.50	510,230.00 500,198.70	99.99 2.09	499,950.00 4,137.50	1.93% -248.70	Moody's-Aaa S&P-AAA	31 0.08
Tulsa Co ISD 3.125 6/1/2021 899593MA2	500,000.00	6/7/2018 2.87	503,475.00	102.34 1.76	511,720.00 3,906.25	1.94% 8,245.00	Moody's-Aa2 NR	640 1.71
University of Houston TX Univ Rev 5.05 2/15/2020 914301P26	400,000.00	12/11/2018 2.80	410,336.00 404,028.88	101.44 1.87	405,744.00 897.78	1.56% 1,715.12	Moody's-Aa2 S&P-AA	168 0.46



Odessa College
Portfolio Holdings by Portfolio Name
All Portfolios

Date: 8/31/2019

Description CUSIP	Face Amount / Shares	Settlement Date YTM @ Cost	Cost Value Book Value	Market Price YTM @ Market	Market Value Accrued Interest	% Portfolio Unre. Gain/Loss	Credit Rating Credit Rating	Days To Call/Maturity Duration To Maturity
			9,896,349.80		9,710,128.33	37.2%		440
Sub Total Pooled Operating - Fixed Income	9,570,000.00	2.32	9,644,736.87	1.97	77,652.24	65,391.46		1.35
Pooled Operating - Liquid Assets								
BBVA Compass - Checking MM MM0597	1,634.42	5/31/2017 2.30	1,634.42 1,634.42	100.00 2.30	1,634.42	0.01% 0.00	NR NR	1 0
Invesco MM MM1215	2,888,599.73	4/30/2018 2.07	2,888,599.73 2,888,599.73	100.00 2.07	2,888,599.73	11.13% 0.00	NR NR	1 0
LOGIC LGIP LGIP7010	3,845,947.68	4/30/2017 2.33	3,845,947.68 3,845,947.68	100.00 2.33	3,845,947.68	14.82% 0.00	NR NR	1 0
Lone Star LGIP LGIP8501	44,553.20	4/30/2017 2.16	44,553.20 44,553.20	100.00 2.16	44,553.20	0.17% 0.00	NR NR	1 0
Lone Star LGIP LGIP8501P	4,416,481.61	4/30/2017 2.34	4,416,481.61 4,416,481.61	100.00 2.34	4,416,481.61	17.02% 0.00	NR NR	1 0
TexPool - Prime LGIP LGIP0002P	513,741.53	4/30/2017 2.35	513,741.53 513,741.53	100.00 2.35	513,741.53	1.98% 0.00	NR NR	1 0
TexPool LGIP LGIP0002	73,605.18	4/30/2017 2.17	73,605.18 73,605.18	100.00 2.17	73,605.18	0.28% 0.00	NR NR	1 0
Sub Total Pooled Operating - Liquid Assets	11,784,563.35	2.27	11,784,563.35	2.27	11,784,563.35	45.41% 0.00		1 0
TOTAL PORTFOLIO	25,868,486.90	2.30	26,194,836.70 25,943,223.77	2.16	26,008,750.27 81,153.26	100.00% 65,526.50		165 0.51