1. Call to Order
2. Invocation and Pledge of Allegiance
3. Opportunity for Citizens to Address the Board

Citizens who desire to address the Board on any matter listed on the agenda may sign up to do so prior to this meeting. Public Comments will be received during this portion of the meeting. Please limit comments to three minutes. No discussion or final action will be taken by the Board.

4. Consideration of Consent Agenda
   A. Consideration of Approval of Minutes from the Virtual Regular Meeting on September 21, 2020
   B. Consideration of Approval of the Quarterly Equal Employment Opportunity (EEO) Report, 4th Quarter
5. Approval of Disbursements September 2020
6. Student/Faculty Spotlight
   A. Student Spotlight: Tara Ballard-Spoons, EWCHEC Student
   B. Outstanding Faculty/Staff Presentation: Tina Cabrera, Assistant Professor, English
7. President’s Report
8. Reports
   A. Faculty Council
   B. Academic Affairs and Educational Services Reports
   C. Administrative Services Report
      1. Information Technology Report
9. Temple College Foundation
10. Board Committees
    1. Building/Facility Planning Committee Report
    2. Finance Committee Report
       a. Cumulative Budget Information for FY 2020-2021
    3. Policy Committee Report
11. New Business
    A. Consideration of Approval of Faculty Recommended for Tenure Spring 2021
10. Miscellaneous
11. Executive Session to Consider Personnel, Legal Matters, and Real Estate
12. Adjournment
Minutes of Virtual Regular Board Meeting

The Board of Trustees
Temple College
September 21, 2020

A Virtual Regular Meeting of the Board of Trustees of Temple College was held in the Louise L. Cox Board Room located in the Marc Niglazzo Administration Building, on Monday, September 21, 2020 beginning at 6:00 PM.

MEMBERS VIRTUALLY PRESENT
Bob Browder, Chairman
Harry Adams, Secretary
Dr. Alejandro Arroliga
Dr. Andrejs Avots-Avotins
Katie Burrows
Steve Niemeier
Lydia Santibanez
Larry Wilkerson

ADMINISTRATION VIRTUALLY PRESENT
Dr. Christy Ponce, President
Judy Dohnalik, Assistant to the President and Board of Trustees.
Dr. Susan Guzman-Treviño, Vice President, Academic Affairs
Brandon Bozon, Vice President, Administrative Services
Dr. Evelyn Waivaiole, Vice President, Development, and Executive Director of the Foundation
Gary Jackson, Associate Vice-President, Finance
Dr. Randy Baca, Associate Vice-President, Resource Management
Dr. Shelley Pearson, Associate Vice-President, Health Professions
Ellen Davis, Director, Marketing and Media Relations
Dr. Robbin Ray, Center Director, EWCHEC/Hutto Center

OTHERS VIRTUALLY PRESENT
Jody Askins
Cameron Gilmore
Nelva Rodriguez
1. Call to Order
   Bob Browder called the Board of Trustees to order at 6:00 p.m.

2. Invocation and Pledge of Allegiance
   Harry Adams offered the Invocation.
   Bob Browder recited the Pledge of Allegiance

3. Opportunity for Citizens to Address the Board
   A. Bob Browder asked if there was anyone there tonight wishing to speak before the Board. There were no citizens to address the Board.

4. Consideration of Approval of Consent Agenda
   Bob Browder asked if there were any items that the members wanted to remove from the consent agenda. He announced that under Item 4.D. Consideration of Approval of the Appointment of Adjunct Faculty, Melissa Smith has rejected the offer for appointment as an adjunct instructor in the Associate Degree Nursing Program and would not be considered in the approval for appointments. He stated that if there were no objections, these items would be considered. After pausing for any objections, he stated that since there were no objections, these items were ready for consideration.

   On a motion by Larry Wilkerson, seconded by Harry Adams, and without negative vote, the Board approved the Consent Agenda as presented.

   A. Consideration of Approval of Minutes from the Virtual Regular Meeting on August 24, 2020

   B. Consideration of Approval of the Appointment of Full-Time Faculty
      The following individuals were recommended by the appropriate departmental and divisional supervisors, and by the Vice President of Academic Affairs for appointment as members of the Full-Time Faculty.
      - **Philip Friedman** - Full-Time-Assistant Professor--Chemistry (9 Month Tenure Track)-Chemistry and Physical Department-Mathematics, Sciences and Physical Education Division
      - **Jamie Germond** - Full Time-Assistant Professor-Associate Degree Nursing (9 Month Tenure Track)-Nursing Department-Health Professions Division
      - **Reid Echols, Ph.D.** - Full-Time-Assistant Professor-English (9 Month Tenure Track)-English and Foreign Languages Department-Liberal Arts Division
      - **Sarah Honeycutt** - Full-Time-Assistant Professor-English (9 Month Tenure Track)-English and Foreign Languages Department-Liberal Arts Division
      - **Bonnie Walker** - Full-Time-Assistant Professor-Math (9 Month Tenure Track)-Mathematics Department-Mathematics, Sciences and Physical Education Division
• Marquita Brown-Full-Time-Assistant Professor-Associate Degree Nursing (9 Month Tenure Track)-Nursing Department-Health Professions Division
• Rolando Shaw-Full-Time-Department Chair-Visual Arts (10 Month Tenure Track)-Visual Arts Department-Fine Arts Division

C. Consideration of Approval of the Appointment of Adjunct Faculty
The following individuals were recommended by the appropriate departmental and divisional supervisors, and by the Vice President of Academic Affairs for appointment as members of the Adjunct Faculty.
★ Adrienne Hunt-Adjunct Instructor-Clinical Teaching Assistant-Nursing Department-Health Professions Division
★ Robin Sleeth-Adjunct Professor-Dental Hygiene-Dental Hygiene Department-Health Professions Division
★ Yeonjoo Bae-Adjunct Professor-Private Music Lesson-Music Department-Fine Arts Division

D. Consideration of Approval of the Appointment of Full-Time Professional Staff
The following individuals were recommended by the appropriate departmental and divisional supervisor, and by the Vice President of Educational Services, for appointment as members of the Full-Time Professional Staff.
• Amanda Hart-Full-Time Professional Staff-Academic/E-Advisor-Advising Office-Student and Enrollment Services Division
• Tara Odom, Ed.D.-Full-Time Professional Staff-Financial Aid Advisor-Financial Aid Department-Student and Enrollment Services Division
• Becky Martinez-Full-Time Professional Staff-Student Success Coach
• Hattrice Freeman-Full-Time Professional Staff-Academic/E-Advisor-Student and Enrollment Services Division
• Ryan Brown-Full-Time Professional Staff-Director-Information Technology Support-Information & Technology Services Division
• Alexzandria Siprian-Full-Time Professional Staff-Academic Advisor-Student and Enrollment Services Division
• Heidi Heilemann-Full-Time Professional Staff-Office Manager-Texas Bioscience Institute

5. Approval of Disbursements for August 2020
On a motion by Larry Wilkerson, seconded by Harry Adams, and without negative vote, the Board approved the Disbursements for August 2020 as presented.

6. Student/Faculty Spotlight
A. Highlights of a student, Jim Reece’s, successful completion of obtaining his GED, were presented by Caitlyn Stull, a AEL Part-Time High School Equivalency Instructor and Instructional Coach/Lead; Cameron Gilmore, a Part-Time High School Equivalency Instructor; and Nelva Rodriguez, Specialist 2 in Business and Continuing Education. Each one spoke of Jim’s HSE achievement, despite many challenges, and he has been a great source of inspiration to students currently working on obtaining their HSE credential.
7. President’s Report
- The athletic program returned to campus this fall semester and athletes started conditioning and practice. NJCAA allowed inter-team scrimmages following recommended safety protocols. All fall sports have been moved to the Spring semester.
- Faculty and staff have done an incredible job and the Fall semester is going well with the majority of classes online. Safety protocols are in place and are being updated. All safety measures will continue through the Spring semester. Masks are required on campus, there are daily temperature checks, and health screening forms are constantly being updated.
- Special kudos were given to the Business and Continuing Department for the conversion of classes and training to online and for providing new training. Grants have brought in over $90,000 in skills development funds.
- The college has started a new wellness program through Dr. Patricia Sulak who was the keynote speaker for Fall All-College Day. Dr. Sulak is presenting Wednesday webinars covering different health topics each week. Several health-related activities will be scheduled in the Spring.
- Ellen Davis reported on the Stay Home, Start College campaign. Scholarships in the amount of $500 were offered to 2500 service area 2020 high school graduates. Press releases were published. A direct mail campaign with letters being mailed and included personalized certificates with students’ names on it, a TC pennant, and a student resource guide. The marketing direct campaign included a website on how to start the application process, a lead page on graduation, a Temple Telegram website, Geofencing marketing processes were implemented, social media accounts were included, direct mail pieces went to Hutto and Taylor, and a billboard was placed on I-35. The result of the marketing campaign was the documented 300 high school students enrolled full-time who took advantage of the $500 scholarship.
- The Marketing and Media Relations Department was awarded four medallions from District IV of the National Council for Marketing and Public Relations.
  - Logo Design (Focus2Finish logo)
  - Outdoor Media (summer registration billboard)
  - Successful Recruitment or Marketing Program (Stay Home, Start College campaign)
  - Wild Card (#NewLeopard acceptance piece)

8. Reports
A. Faculty Council
- The Faculty Council purchased a digital library and accounts were set up for its use.
- Kimberley Clawson was chosen as the Claudia and W. T. Barnhart Outstanding Faculty Award Winner for 2020-2021.
- A complete Faculty Council report was including in the Board materials.

B. Academic Affairs and Educational Services Reports
  - The Temple College for Heroes grant funds an instructional designer to work with faculty and the veterans affairs coordinator to simplify the process through which
veterans and active duty service members can accelerate progress toward an industry-recognized credential.

- The Temple College Reaffirmation Timeline for the On-Site Peer Review to be conducted is September 28-October 1, 2020. A Review by SACSCOC Board of Trustees will be held June 14-17, 2021.
- The Quality Enhancement Plan is part of SACSCOC Reaffirmation. Our QEP Focus to Finish topic is “Accelerated Learning with Collaborative Yearlong Scheduling”.
- Jody Askins, Executive Director, Business and Continuing Education, virtually introduced the BCE team to the Board.

C. Temple College Foundation

- Several grant applications have been submitted for computers for BCE students and for establishing an extension of the Texas Bioscience Institute in Taylor.
- An EDA grant (Economic Development Administration grant) was applied for to be used in Phase 1 of the Facility Master Plan for expansion of nursing simulation center.
- An expression of appreciation was addressed to Harry Adams, President, Johnson Brothers Ford, for his sponsorship of the Johnson Brothers Ford Temple College Foundation 2020 Golf Tournament on October 26, 2020. It was noted that a series of COVID-19 safety protocols will be in place at the golf tournament. Sign-up and sponsorship information is set up on the TC website.
- The United Way campaign will be handled through the Foundation Office with a goal of $5,000.
- Plans for an Alumni Association are in progress.
- Over 200 tea cups were sent to students and donors for the virtual tea.
- As part of one of the objectives of the MOU to transition the Foundation into Temple College, Brandon Bozon reviewed the Foundation financial statement. The transition will be fully accomplished by the end of the 2020 calendar year.

D. Board Committees

1. Building/Facility Planning Committee Report
   There was no Building/Facility Planning Committee meeting so there was no report.

2. Finance Committee Report
   There was no Finance Committee meeting so there was no report.

3. Policy Committee Report
   Katie Burrows reported that the Policy Committee had met virtually to review the following Policy Manual Review Committee Revisions and recommended them for submission of approval under Item 9, New Business:
   - FLBE (LOCAL) Student Conduct-Alcohol and Drug Abuse
   - FLA (LOCAL) Student Rights and Responsibilities-Student Expression and Use of College Facilities
   - FI (LOCAL) Solicitations
9. New Business
   A. Policies reviewed by the Policy Committee and recommended for Board approval were:
      FLBE (LOCAL) Student Conduct-Alcohol and Drug Abuse,
      FLA (LOCAL) Student Rights and Responsibilities-Student Expression and Use of College Facilities
      FI (LOCAL) Solicitations

      On a motion by Andrejs Avots-Avotins, seconded by Larry Wilkerson, and without negative vote, the Policy Manual Review Committee Revisions were approved as presented.

10. Miscellaneous
    There were no miscellaneous items for discussion.

11. Executive Session to Consider Personnel, Legal Matters, and Real Estate
    Bob Browder announced that the time is 7:35 p.m. After a short break, pursuant to Vernon's Texas Civil Statutes, Article 6252-17, the Board went into Executive Session to consider Personnel, Legal Matters, and Real Estate.

    The Board convened into Executive Session at 7:36 p.m.

    The Board reconvened into Regular Session at 8:51 p.m. There were no deliberations during the Executive Session that required Board action.

12. Adjournment
    There being no further business, the meeting of the Board of Trustees was adjourned on a motion by Alejandro Arroliga, and seconded by Larry Wilkerson at 8:51 p.m.

NEXT BOARD OF TRUSTEES MEETING:
The next regular Board Meeting of the Temple College Board of Trustees will be held virtually on Monday, October 19, 2020 at 6:00 p.m., in the Marc Niglazzo Administration Building on the Main Campus.

Minutes recorded, transcribed & submitted by:

Judith Dohnalik
Judith Dohnalik, Assistant to the Board of Trustees

Minutes Approved as Submitted: ____________________ Date
### TEMPLE COLLEGE
#### BOARD OF TRUSTEES MONTHLY INVESTMENT REPORT
#### September 2020

<table>
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<tr>
<th>Interest Rate</th>
<th>Cash and Cash Equivalents</th>
<th>Book/Market Value</th>
<th>Operating Funds</th>
<th>Restricted Funds</th>
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<td>Cash and Cash Equivalents</td>
<td>Interest Receipts</td>
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<td>Distributions</td>
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<tr>
<td>0.00%</td>
<td>BBVA Compass - Money Market</td>
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**Subtotal Cash and Cash Equivalents:** $3,663,008

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**Subtotal Cash in Investment Funds:** $19,244,882

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**Subtotal Cash Invested in Certificates of Deposit:** $1,994,000

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<th>Book/Market Value</th>
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This schedule is in compliance with the Public Funds Investment Act and the Investment Policy of Temple College.

SIGNED:

CFO/VP Finance and Administrative Services
Connecting with institutional goals: WE NOT ONLY SURVIVED THE SACSCOC VIRTUAL VISIT – WE THRIVED WITH NO RECOMMENDATIONS FROM THE ON-SITE COMMITTEE!! There were no recommendations for the reaffirmation criteria and no recommendations for the Quality Enhancement Plan (QEP). Thank you to everyone who participated in making this virtual visit a success!

Connecting to professional development: MAGNA COMMONS is HERE! By now you should have received an email with information on creating your account. This information may also be found on the Center for Teaching & Learning site.

There are over 200 Professional Development programs on Magna Commons, ranging in time from 30 minutes to 2 hours. Topics include Course Design, Teaching Strategies (including strategies for online classes), Student Engagement, Inclusion, Critical Thinking, and much more. PLEASE take advantage of this great resource! Create your account today if you have not already.

Connecting with students: Pre-covid, Face-to-Face classes usually involved discussions of the content. How is that going in a covid period remote learning environment? In an article from Faculty Focus (a Magna Publication) Jill Abney and Trey Conatser discuss “How to Make Your Virtual Discussions Engaging, Effective, and Equitable in Eight Steps”. (Link to article: https://www.facultyfocus.com/articles/online-education/how-to-make-your-virtual-discussions-engaging-effective-and-equitable-in-eight-steps/)

When reading this article, I was particularly enlightened by tip number 5: 5. “Recruit help in managing the virtual space. It’s normal to feel intimidated by the amount of information to track during a virtual discussion. (Hopefully, someone) can help by monitoring the participants and chat window, bringing things to your attention at the right moment or preemptively responding to questions.” Who can you get to do this? Abney and Conaster suggest “this can be a rotating responsibility among the students themselves, perhaps articulated formally as part of their participation grade, with the secondary effect of fostering communal rapport and advocacy among peers. Boosting the signal of a peer’s question or comment, perhaps with additional thoughts, provides students with additional opportunities for meaningful participation. It also encourages them to practice embedding their thoughts and questions in a larger context, a key skill for research and research-based communication.” Maybe you could even create an assignment (with a grading rubric) so the students could take turns facilitating virtual discussions on specific topics in your course. Check out the article for more ideas and information.
Connecting with each other:

We have some newly published authors in the house!

Congratulations to Kimberly George, Dr. Christopher Krejci, and Dr. Beverly Van Note on their wonderful accomplishment. So how did this happen?

Last year (pre-covid) these three Liberal Arts faculty received funding from the Faculty Council Faculty Advancement Committee (and their department) to attend the Two-Year College English Association-Southwest (TYCA-SW) conference in Houston. That presentation led to an article in the TYCA-SW Newsletter. (Here is a link to the newsletter:

http://tycasw.org/Newsletters/Spring2020.pdf)

Here they are at the conference outside their Breakout Room. The topic of their presentation was: “Time’s Up! Confronting Toxic Masculinity in British Literature.” Check out their article for more information.

Again, Congratulations to Kim, Chris, and Bev.

What accomplishments / news do you have in your departments?
How are things going?

Let me know...Claudia.turner@templejc.edu
MEMORANDUM

Vice President of Academic Affairs

To: Dr. Christina Ponce
From: Dr. Susan Guzmán-Treviño
Subject: October 19, 2020 Academic Affairs Report

ACADEMIC AFFAIRS REPORT
Student Spotlight: Tara Bullard-Spoons, EWCHEC Student, will share her experiences taking 8-week classes as part of our QEP: Focus to Finish.

Outstanding Faculty Presentation: Tina Cabrera, Assistant Professor, English, will share information on her new book, Giving Up the Ghost (and Other Hauntings).

ACCREDITATION
• The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) off-site committee conducted a virtual reaffirmation visit September 28-October 1, 2020. Temple College staff, faculty, and students provided virtual tours for the committee that included our EWCHEC Taylor and Hutto campuses, Cameron Yoe High School, Rosebud-Lott High School, TBI, and main campus. The committee issued no recommendations and was very pleased with our “Focus to Finish” Quality Enhancement Plan.

DIVISION OF LIBERAL ARTS
• In the English Department, Dr. Christopher Krejci, Dr. Beverly Van Note, and Ms. Kimberly George wrote an article about teaching British Literature within contemporary contexts, which has been published in the Two-Year College English Association-Southwest Newsletter.

• The Creative Writing Open Mic that was started last fall at the Hutto Center partnered with Sigma Kappa Delta (SKD) and was presented virtually on Thursday, October 1, at 7 p.m. We can report 31 attendees participated in the SKD Virtual Open Mic: 24 students and 7 faculty members. Thirteen students read from their work, which included poetry, short fiction, and a short essay. In addition, three faculty members—Tina Cabrera, Brenda Nicholas, and Chris Krejci—also shared poems or excerpts from longer creative works. Dr. Beverly Van Note, one of the event’s organizers, reports that “As I told the attendees last night, I continue to be wowed by the raw talent of our students and faculty. I am thankful to have such support from my colleagues in keeping this event running, despite having to switch to a virtual format.”

• Liberal Arts faculty members are working with our IT department to schedule times for Adobe software to be remotely installed to their work computers. The software will allow PDF documents, such as monthly faculty leave forms, to be digitally signed and dated, which will streamline many processes, including payroll.
eLEARNING
Fall Semester Logistics
- We have (170) 2nd 8-week course shells as of this report. Nightly batch process continues to work correctly. We are managing course section builds and faculty and student enrollments.

Spring Semester Logistics
- eLearning will await the final schedule due from departmental administrative assistants. Ellucian will return to the use of the single term semester format of SP2021, rather than three terms per semester as this was problematic in the fall semester, affecting departments including eLearning, Financial Aid, the Business Office, and Retention.

- We are waiting the decision from Administration and Faculty Council regarding early course access for students (2-3 days prior to semester start). This request is a simple setting in D2L to facilitate early access, but this is a change that faculty and administration must negotiate.

Technology Integrations
- WaterMark Course Evaluation Kit integration – test site integration and setup was replicated for the D2L production site, and e-mails went out to 1st 8-week students on announcing new evaluation process availability. D2L News Item also explains new evaluation process.

- Integrated Learning Platform (iLP) Project – D2L and Ellucian test sites are set up and communicating with each other. Next steps are to review logistics and considerations such as: changes to course names and formatting.

- Honorlock proctoring solution – continue to gather faculty and student feedback and document in “Bits and Bytes” documents. Working with IT Services to be subject matter experts to assist with student support.

Regulatory Compliance and Oversight
- eLearning met with SACSCOC Auditors to review and discuss section 10.6.

- Preferred Name Subcommittee has been created on TEAMS, and a meeting was held to discuss requirements and engage invested departments in discussions. Sara Baker will draft a policy and provide to members for review. The policy must drive the process, so A&R can develop procedures and ITS and D2L can create system fields and parameters. D2L offers a preferred name module; however, it must be driven by the Ellucian systems and ultimately the policy and practice.

Online Tutorials for Students, COVID-19 resources
- The draft site of the eLearning web page has been reviewed and final edits submitted back to Webmaster Lindsay Williams. She is working with LiveWhale on the student quiz and certificate section for the D2L Quickstart Video and will communicate a go-live date when determined.
• Christa updated the Web Advisory Committee on the progress of the redesigns to the eLearning webpage.

Business and Community Education
• CMA Program - Create 2nd group of D2L course shells for newly added program. Plan is to create four sections and manually enroll by section. This will be the last manual build process as iLP is expected to generate courses for the future.

Digital Higher Education Consortium of Texas (DigiTex)
• Christa requested and received a listing of past courses offerings from Academiu’s partnered six schools from the sales representative. She is matching those courses against our offerings to determine gaps for both home (formerly HOST) and teaching (formerly PROVIDER) models.
• She will engage with the new Director of Advising to gather feedback on what courses we may be able to offer through an Acadeum partnership that cannot be taken through one of the three institutions we currently have an established financial aid consortium processes with.

Student Success Council
eLearning Workshops for New Students
• eLearning will be meeting with Admissions & Records, Advising, Recruiting, Ellucian and other invested departments to determine the process for using the new AMELW code “Attend eLearning Workshop” courses for First-time at Temple College Students (FTTC).
• Face-to-face workshops will not be held for Spring 2020 due to COVID-19 restrictions. However, the D2L Quickstart Video with quiz and certificate process will be available along with online videos and tutorials for technology to assist students.

Open Education Resources (OER)
• The sub-committee received six responses from Department Chairs for listing of SP2020, SU2020 and FA2020 OER/ZTC materials.
• THECB has launched the OER Repository funded by HB3652, “a web-based repository to provide Texas students and public and private higher education institutions access to high quality OER materials”. https://oertx.highered.texas.gov/
• The sub-committee will report status at the next SSC and determine next steps, our focus, and what data to collect and review.

Quality Enhancement Plan (QEP)
Faculty Training and Online Course Quality for 8-week courses
• We continue to work with faculty for online class development, software integrations, troubleshooting, and D2L functionality to support our 8-week course offerings.
MEMORANDUM

Vice President, Educational Services

To: Dr. Christina Ponce
From: Dr. Susan Guzmán-Treviño
Subject: October 19, 2020 Educational Services Report

BUSINESS AND CONTINUING EDUCATION (BCE)

Health Professions
BCE registration begins October 12 for the following health professions programs beginning January 2021:
- EKG Technician
- Phlebotomy Technician
- Medical Billing and Coding
- Pharmacy Technician
- Clinical Medical Assistant
- BCE registration for health professions programs in Taylor begins November 2.

Community Programs
- BCE presented department goals to the Belton Rotary Club.

Customized Training
- CompTIA training for Whinstone’s frontline supervisors
- COVID-19 Safety and Sanitation training for AIS Inc.

TWC Grants
BCE is working with the following companies to provide training through Skills Development Grants:
- CGI

BCE has submitted application for the following companies to receive training through the Skills Development Fund COVID-19 Special Initiative:
- Whinstone US. Inc. – Approved
- Mine Services Inc. – Approved
- AIS Inc. – Approved
- Butler Weldments – Approved

Featured Courses
- Project Management: Part 2 beginning October 19
STUDENT AND ENROLLMENT SERVICES

General Information
The Student Enrollment Services team is currently registering for 2nd 8-week Fall 2020 classes and preparing the class schedule for Spring 2021 classes. Registration for spring classes will start October 26, 2020 for priority and November 2, 2020 for regular registration.

Advising
- Ms. Mandy Hart, Director of Advising reports academic advisors, Mr. Derrick Webb, Ms. Hattrice Freeman, Ms. Alexz Siprian have been assisting students enroll and approve courses on Self-Service for the 2nd 8-week Fall 2020 session which starts October 19, 2020. Office Assistant, Ms. Kaci Robinson has been providing students with directions on using their Self-Service to add courses for advisor approval. The department has been working on creating a new Self-Service document which will guide students to use their course progress to select courses for upcoming semesters.

Admissions and Records
- Ms. Sarah Artus, Associate Director of Admission and Records reports in September 2020. Admissions and Records processed 587 applications for admissions. All applicants were emailed acceptance notifications. The acceptance email notifies perspective and returning students of the necessary steps to registration, email addresses to various departments at Temple College as well as the availability of other services.
- Admissions and Records entered 5,010 transcripts in students’ records. Admissions and Records uses information from external transcripts for testing and course evaluations so that students can register for classes, receive an accurate degree plan, and apply for graduation.
- Admissions and Records has received 99 applications for fall graduation with a total of 111 degrees and certificates. Ms. Vicki Hanaway, Graduation Specialist, ran an audit report and found 5 additional students who are eligible for graduations.
- Admissions and Records received 2 reverse transfers for students that completed graduation requirements at other institutions. We will process graduation for these students.
- Admission and Records received reverse transfer information from University of Texas at Austin containing about 1,800 courses for 60 students. Dawn Ditto, Records Specialist, is processing this report to evaluate incoming credits so we can determine eligibility for graduation.
- On September 15, 2020, Ms. Theresa Stifflemire and Mr. Henry Morin, Coordinators, Student Enrollment Services were requested to be guest speakers for the EDUC 1300 Learning Frameworks class taught by Ms. Shirley Reich via Zoom. This class is filled with REACH students only, REACH students are dual credit students from Hutto Independent School District, and they only attend dual credit classes. At the end of the program, they not only graduates from Hutto High School, but they also graduated with their Associate of Arts in General Studies from Temple College. Coordinators spoke at the beginning of the class for 30 minutes going over more details of the REACH program and other important subjects such as student services offered like counseling, tutoring, and advising.
- On September 23, 2020, Ms. Erica Blando, Hutto High School, College and Career Counselor reached out to the Hutto Coordinators to pass along dates for Hutto High
School’s FAFSA Workshops that will be occurring in October 2020. The Austin Chamber of Commerce will host the FAFSA workshops. One workshop will be held online via Zoom while the other is planned to be held at Hutto High School in the library.

Student Life
Ms. Eva Garcia volunteered with the Temple College LULAC organization in a voting registration event on September 22, 2020.

Ms. Ruth Bridges, Director of Student Life reports there are many events planned for the month of October.

October 1  National Night Out – Safety measures will be in place.
October 7  Taste of Sopapillas, Bolillo, and Concha’s to Celebrate Hispanic Heritage
            Gay Straight Alliance will host a virtual lunchbox.
October 12 Celebrate Columbus Day with a display in One College Centre.
October 14 Gay Straight Alliance will host a virtual lunchbox.
            Pinto Beans & Tortillas will be provided to Celebrate Hispanic Heritage.
October 15 Pink Ribbons will be distributed on campus for Breast Cancer Awareness.
October 16 Virtual transfer preview Southern Methodist University
October 21 Gay Straight Alliance will host a virtual lunchbox.
October 22 Red Ribbons will be distributed for AIDS Awareness.
October 28 Gay Straight Alliance will host a virtual lunchbox.
October 29 National Bullying Prevention information will be sent to students.

This month the Office of Student Life will be recognizing Aids Awareness Month, Breast Cancer Awareness Month, National Dental Hygiene Month, National Bullying Prevention Month, and Respiratory Care Week October 25-31, 2020.

Testing Center
- Ms. Shannon Bralley, Director of Testing, reports the Testing Centers at Temple and Hutto have seen an increase in students testing for course exams utilizing accommodations, and students making up missed exams.

- Staff attended a series of webinars September 21-23, 2020 to learn about the new changes to TSIA and the upcoming launch of the TSIA2 beginning in January. Once the proposed score ranges are approved by the Texas State Higher Education Coordinating Board, these new ranges will be distributed across campus, built into Colleague Datatel, and updated on the college’s publications.

- Beginning in October 2020, the Temple Testing location will be administering the CASAS exam on behalf of the Adult Education and Literacy departments. Staff have completed the necessary certifications and plan to begin offering these tests the first week of October, Mondays through Thursdays.
• Currently the Hutto Testing center has a vacancy in the full-time Test Coordinator position. Interviews are scheduled to take place September 30, 2020, and we hope to have the position filled and trained by the end of October.

Writing Center
The Writing Center continues its efforts to serve an increasing number of students. Of special note is our presence at the Hutto campus. Under the direction of Dr. Susan Miller-DeFrancesco, that office has seen a 30 percent increase in the number of students served. We are truly fortunate to have such capable and dedicated Writing Center consultants.

Veteran’s Affairs
Mr. Brian Williams, Coordinator of Veteran Affairs, reports the VA Office has registered 614 Veteran students for the Fall 2020 semester as of this date and will continue to register students for the second 8-week classes up until the first day of class.
<table>
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<th></th>
<th>CURRENT FISCAL YEAR</th>
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<th>PRIOR FISCAL YEAR</th>
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<td>Actual 9/30/20</td>
<td>% Actual to Budget</td>
<td>Budget 9/30/19</td>
<td>Actual 9/30/19</td>
<td>% Actual to Budget</td>
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<tr>
<td>Educational &amp; General</td>
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<td>(2,090,332)</td>
<td>(1,039,962)</td>
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<td>(2,364,463)</td>
<td>(4,603)</td>
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<td>Parking, Energy Conservation, HVAC</td>
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<td>(215,000)</td>
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<td>0%</td>
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<td>Other</td>
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<td>0</td>
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<td>0</td>
<td>0</td>
<td>0%</td>
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<td>Transfer - TIF Remittance</td>
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<tr>
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<td>12,800</td>
<td>30</td>
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<td>Educational &amp; General</td>
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<tr>
<td>Instruction</td>
<td>14,702,725</td>
<td>1,151,140</td>
<td>8%</td>
<td>14,596,451</td>
<td>1,200,751</td>
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<td>1,316,486</td>
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<td>Physical Plant</td>
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<td>3,138,640</td>
<td>178,764</td>
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<td><strong>Total Educational &amp; General</strong></td>
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<td>33,161,534</td>
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<td>Student Aid</td>
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<td>9,516,592</td>
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<td>Auxiliary Enterprises</td>
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<td>105,000</td>
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<td>0%</td>
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<td><strong>TOTAL EXPENDITURES</strong></td>
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<td><strong>NET DIFFERENCE</strong></td>
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<td>(1,101,924)</td>
<td>3,819,218</td>
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</table>
Consideration of Approval of Faculty Recommended for Tenure Effective Spring 2021

Staff Recommendation: Approval

The Board is asked to approve the following faculty who have met all requirements for the granting of tenure for Temple College. The administration recommends that tenure be granted for spring 2021.

★ **Associate Degree Nursing Department/Health Professions Division**
   Erica Perrine, Assistant Professor, Associate Degree Nursing

★ **Associate Degree Nursing Department/Health Professions Division**
   Brooke Robinson, Assistant Professor, Associate Degree Nursing

★ **Social and Behavioral Sciences II Department/Liberal Arts Division**
   Earl Young, Assistant Professor, History

Each tenure candidate will be introduced by the appropriate department chair or division director.