NOTICE OF A VIRTUAL REGULAR BOARD MEETING 
OF THE BOARD OF TRUSTEES

TEMPLE COLLEGE
Monday, May 17, 2021 – 6:00 PM

AGENDA

Notice is hereby given that a Virtual Regular Board Meeting of the Board of Trustees of Temple College will be held on Monday, May 17, 2021 at 6:00 PM, in the Temple College Main Campus, 2600 South First Street, Temple, TX 76504. The items listed in this notice may be considered in any order at the discretion of the Chair of the Board and items listed for closed session discussion may be discussed and/or approved in open session and vice versa as permitted by law.

Join Zoom Meeting
https://templejc-edu.zoom.us/j/99559682931?pwd=Q1F5WkdBNGJrR2FhQTJHV0JBQmNzdz09

Meeting ID: 920 4892 7909
Passcode: 931562

Dial by your location
888 475 4499 US Toll-free
833 548 0276 US Toll-free
Meeting ID: 920 4892 7909
Passcode: 931562

The Order of Business will be as follows:

1. Call to Order
2. Invocation and Pledge of Allegiance
3. Opportunity for Citizens to Address the Board
   A. 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 Approval of Consent Agenda
   A. Consideration of Approval of Minutes from the Virtual Special Called Meeting on April 13, 2021, the Virtual Regular Meeting on April 19, 2021, and the Virtual Special Called Meeting on May 10, 2021. 3
   B. Consideration of the Appointment of Full-Time Professional Staff 16
   C. Consideration of the Appointment of Adjunct Faculty 17
   D. Consideration of Approval of the Monthly Investment Report-April 2021 18
   E. Consideration of Approval of the 2021-2022 Student Handbook 20
5. Consideration of Approval of Disbursements for April 2021 22
6. Student and Faculty Spotlight
   Student Spotlight
   Marie Ahmed - Returning Adult
   Student Faculty Spotlight

   Introduction of the 2021 National Institute for Staff and Organizational Development (NISOD) Excellence Award Recipients

7. President's Report

8. Reports
   A. Faculty Council Report
   B. Academic Affairs and Student Services Reports
   C. Foundation Report
   D. Board Committees
      1. Building/Facility Planning Committee Report
      2. Finance Committee Report
      3. Policy Committee Report

9. New Business
   A. Consideration of Approval to Conduct the Annual Review of the College's Investment Policy, as Contained in CAK (LEGAL) and CAK (LOCAL)
      1. Review and Re-Adoption of Temple College's Investment Policy
      2. Investment Policy Resolution
   B. Consideration of Election of Officers for the Board of Trustees
   C. Consideration of Approval of an Amendment to the President's Employment Contract

10. Miscellaneous

11. Executive Session to Consider Personnel, Legal Matters, and Real Estate

12. Adjournment
AGENDA ITEM 4-A

Consideration of Approval of Minutes from the Virtual Special Called Meeting on April 13, 2021, the Virtual Regular Meeting on April 19, 2021, and the Virtual Special Called Meeting on May 10, 2021

Staff Recommendation: Approval

Following this cover page for Agenda Item 4-A are the proposed Minutes from the Virtual Special Called Meeting on April 13, 2021, the Virtual Regular Meeting on April 19, 2021, and the Virtual Special Called Meeting on May 10, 2021
A Virtual Special Called Board Meeting of the Board of Trustees of Temple College was held Tuesday, April 13, 2021, beginning at 5:30 PM in the Louise L. Cox Board Room, Room 916, located in the Marc Nigliazzo Administration Building on the Main Campus.

MEMBERS PRESENT
Bob Browder, Chairman
John Bailey, Vice Chairman
Harry Adams, Secretary
Dr. Alex Arroliga
Katie Burrows
Steve Niemeier
Lydia Santibanez
Larry Wilkerson

ADMINISTRATION
Dr. Christy Ponce, President
Judy Dohnalik, Assistant to the President and Board of Trustees.
Dr. Susan Guzman-Treviño, Vice President, Academic and Student Affairs
Brandon Bozon, Vice President, Administrative Services
Dr. Evelyn Waiwaiole, Vice President, Development, and Executive Director of the Foundation
Dr. Randy Baca, Associate Vice-President, Resource Management

OTHERS PRESENT
John Hawkins, Attorney, Naman, Howell, Smith & Lee, PLLC

Chairman Browder announced that 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.

1. Call to Order
   Chairman Browder called the meeting to order at 5:30 p.m.
2. Invocation and Pledge of Allegiance
   John Bailey offered the invocation.
   Bob Browder led the Pledge of Allegiance.

   Chairman Browder asked if there were any citizens to address the Board. There were none.

3. Executive Session to Consider Personnel, Legal Matters, and Real Estate
   At 5:32 p.m., Chairman Browder announced after a short break, pursuant to Vernon’s Texas Civil Statutes, Article 6252-17, the Board would go into Executive Session to consider Personnel, Legal Matters, and Real Estate and the Board will consult with legal counsel regarding non-renewal of a contract for a faculty member.

   The regular session was adjourned at 5:32 p.m. and the Board convened in executive session at 5:33 p.m. The executive session adjourned at 5:50 p.m. and the Board reconvened in regular session at 5:53 p.m.

   Chairman Browder stated that the Board was back in regular session and an item discussed in Executive Session required Board action. A recommendation was made by John Bailey to uphold the decision of non-renewal of a contract for Rick Pretzsch as determined by the president, administration, and various levels of the administration, and that Rick Pretzsch’s appeal be denied.

   On a motion by John Bailey, seconded by Larry Wilkerson, and without negative vote, the Board ratified the denial of an appeal by faculty member, Rick Pretzsch, of a contract non-renewal.

4. Adjournment
   There being no further business, the Meeting of the Board of Trustees was adjourned on a motion by John Bailey, and seconded by Larry Wilkerson, at 5:54 p.m.

**NEXT BOARD OF TRUSTEES MEETING:**
The next Virtual Regular Board Meeting of the Temple College Board of Trustees will be held Monday, April 19, 2021, 6:00p.m., Louise L. Cox Board Room, located in room 916 in the Marc Nigliazzo 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
A Virtual Regular Board Meeting of the Board of Trustees of Temple College was held Monday, April 19, 2021 beginning at 6:00 PM in the Louise L. Cox Board Room, Room 916, located in the Marc Nigliazzo Administration Building on the Main Campus.

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

ADMINISTRATION
Dr. Christy Ponce, President
Judy Dohnalik, Assistant to the President and Board of Trustees.
Dr. Susan Guzman-Treviño, Vice President, Academic Affairs
Dr. Shelley Pearson, Associate Vice-President, Health Professions
Dr. Robbin Ray, Associate Vice President and Chief of Operations, East Williamson County Centers
Susan Allamon, Associate Vice President, Finance
Ellen Davis, Director, Marketing and Media Relations

OTHERS PRESENT
Rosa Berreles-Acosta
Sara Armor
Sara Baker
Shawn Dach
Jennie Dilworth
Jeff Fritz
Gary Jackson
Debra Parten
Carey Rose
Chad Smith
Bobby Steele
John Stevens
Brian Supak
Claudia Turner

1. Call to Order
   Chairman Browder called the Board of Trustees meeting to order at 6:00 p.m.

2. Invocation and Pledge of Allegiance
   Steve Niemeier offered the invocation.
   Bob Browder recited the Pledge of Allegiance.

3. Opportunity for Citizens to Address the Board
   Chairman 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 Consent Agenda
   Chairman Browder asked if there were any items that the members wanted to remove from the consent agenda. 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 Lydia Santibanez, seconded by Harry Adams, and without negative vote, the Board approved the Consent Agenda as presented**

   A. Consideration of Approval of Minutes of Regular Meeting on March 22, 2021
   B. 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.
      ★ **Elizabeth Kiesle**-Adjunct Faculty-Clinical Teaching Assistant-Nursing Department-Health Professions Division
      ★ **Danielle Egan**-Adjunct Faculty-Clinical Teaching Assistant-Nursing Department-Health Professions Division
   C. Consideration of Approval of the Appointment of Full-Time Professional Staff
      The following individuals were recommended by the President for
appointment as members of the Full-Time Professional Staff.

- **Shilo Covey**-Full-Time-Assistant Professor-Associate Degree Nursing (9 Month Tenure Track)-Nursing Department-Health Professions Division
- **Lance English**-Full-Time-Assistant Professor-Chemistry (9 Month Tenure Track)-Chemistry Department-Mathematics, Sciences and Physical Education Division

D. Consideration of Approval of the Monthly Investment Report-March 2021
E. Consideration of Approval of the Spring 2021 2nd 8-Week Classes Part-Time/Overload Salaries
F. Consideration of Approval of the 2021-2022 Temple College Catalog

5. Consideration of Approval of Disbursements for March 2021
   On a motion by Larry Wilkerson, seconded by John Bailey, and without negative vote, the disbursements for March 2021 were approved as presented.

6. Student/Faculty Spotlight
   Rosa Berreles-Acosta, Executive Director, Dual Credit and High School Partnerships, and Melissa Kunze, Coordinator, Dual Credit, presented a report on current and future dual credit projects.
   The Dual Credit Department is made up of 6 programs:
   • ECHS - Legacy Early College High School - Taylor ISD
   • REACH - Ready for Early Access to College in Hutto - Hutto ISD
   • P-TECH - Pathways in Technology -Temple Charter Academy and Buckholts ISD (AAT)
   • T-STEM -Texas Science, Technology, Engineering and Mathematics Academy-Saldo HS
   • TBI - Texas Bioscience Institute - Taylor and Temple
   • Dual Credit
     Dual Credit Partnerships -2020-2021
     *18 school districts in our service area
     *5 additional ISDs (outside of our service area).
     *23 ISD Partners
     *13 embedded instructors
     *1229 dual credit students enrolled
     We will partner with the same 18 schools districts
     5 ISDs (outside of our service area)
     13 embedded instructors
     (4 candidate transcripts under review)

*** Welcome ***
   Bartlett ISD
   Granger ISD
   Lake Belton HS
St. Mary's Catholic School in Taylor
Edward's Academy in Temple

28 total ISDs

Current Dual Credit Projects
- Community Service
  Created to increase rural school involvement in community service.
- Dual Credit Student Involvement at Temple College Campuses
  Created to increase dual credit student involvement at TC.
- Dual Credit Student Support Hours and Dual Credit Student Success Hours
  Created to increase dual credit student accessibility to campus departments and to support their academic success.

Dual Credit student, Angela Ibarra-Jaramillo, described how her experience through dual credit reading books in Spanish to students helped her gain community service hours; dual credit student, Mckenzie McGinniss, reported on her student involvement at Temple College during her senior year; and student, Tyler Van Beber, related his experiences in transitioning from a regular high school student to a dual credit student and how helpful it was utilizing dual credit success and dual credit student support hours.

Future projects include translating marketing materials into Spanish beginning with the TBI-Taylor brochures; updating website and launching a connection newsletter for dual credit students’ parents.

7. President’s Report
- The President’s Report included a reminder that April 19 is the start of early voting and will continue through April 27. Early voting hours are 8am to 5pm April 19-23, 2021 and 7am to 7pm on April 26-27.
- Dr. Ponce and Dr. Nigliazzo made a presentation on April 15 to Temple High School students who are undecided on a post-high school path. Temple College and Texas A&M University-Central Texas’ partnership offers opportunities for students which is a pathway to a four-year degree. A follow-up meeting regarding the TC-TAMU-CT pathway will be held in May for interested parents and students.
- Temple College’s Commencement will be held on May 15, 2021 at the University of Mary Hardin Baylor stadium at 10:00 a.m. and safety measures will be followed. An invitation to last years’ graduates and those interested are invited to participate in the ceremony.

8. Reports
A. Faculty Council
   The 2020 Texas Community College Teachers Association: Faculty Salary Survey was presented as an information item to the Board members for review.
B. Academic Affairs and Educational Services Reports

Highlights of grants and special projects were presented.
- Perkins Basic Grant and the Perkins Leadership Grant – Funds are used to assist Special Populations which include individuals with disabilities, low income, economically disadvantaged, unemployed, individuals from foster care, single parents, and those with limited English proficiency.
- College Credit for Heroes (CCH)-Temple College meets with Texas Workforce Commission (TWC) monthly to discuss progress on this grant.
- Reskilling Grant and Trellis Next Steps Project-The Reskilling Grant helps those impacted by COVI complete a credential to help them get back into workforce by providing funds for students’ tuition and fees. The Trellis Next Steps Project supports Reskilling Grant by providing faculty mentors for returning students.
- Greater Texas Foundation, Pioneer Foundation, Kelly Foundation: Texas Bioscience Institute (TBI)-Taylor-To provide STEM education opportunities for our rural school districts
- The Student Success Initiative: Faculty Tutoring Program includes faculty tutoring in Math, Biology, Chemistry, and English and are offered in virtual and in-person sessions and evening and weekend sessions

C. Board Committees

1. Building/Facility Planning Committee Report
   The Building/Facility Planning Committee has not met since the last Board meeting.
2. Finance Committee Report
   The Finance Committee has not met since the last Board meeting.
3. Policy Committee Report
   The Policy Committee has not met since the last Board meeting.

9. New Business

A. Consideration of Approval of Faculty Recommended for Tenure Effective Fall 2021

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

Jeff Fritz, Department Chair, Emergency Medical Services, Health Professions Division introduced Bobby Steele, Assistant Professor, EMS, Emergency Medical Services Professions Department as a tenure recipient.
Chad Smith, Department Chair, Social and Behavioral Sciences Department I, Liberal Arts Division, introduced Sarah Armor, Assistant Professor, Government, Social and Behavioral Sciences Department I as a tenure recipient.

On a motion by Alex Arroliga, seconded by Harry Adams, and without negative vote, Faculty Recommended for Tenure Effective Fall 2021 were approved as presented.

B. Consideration of Approval of the Faculty Development Leave Grant for 2020-2021
   The Board was asked to approve Kim George, professor, English, as the recipient of the Faculty Development Leave Grant for 2021-2022. This nomination has been approved by the Faculty Development Leave Committee and the Vice President of Academic Affairs. The President recommended approval.

On a motion by Andrejs Avots-Avotins, seconded by Katie Burrows, and without negative vote, the Recipient of the Faculty Development Leave Grant 2020-2021 was approved as presented.

10. Miscellaneous
   There were no miscellaneous items for discussion.

11. Executive Session to Consider Personnel, Legal Matters, and Real Estate
   At 7:08 p.m., Chairman Browder announced that after a short break, pursuant to Vernon’s Texas Civil Statutes, Article 6252-17, the Board would go into Executive Session to consider Personnel, Legal Matters, and Real Estate.
   The Board convened into Executive Session at 7:10 p.m.

   The Board reconvened into Regular Session at 7:25 p.m., and Chairman Browder announced that 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 John Bailey, and seconded by Larry Wilkerson, at 7:26 p.m.

NEXT BOARD OF TRUSTEES MEETING:
The next Virtual Regular Board Meeting of the Temple College Board of Trustees will be held Monday, May 17, 2021, at 6:00p.m., in the Louise L. Cox Board Room, located in room 916 in the Marc Nigliazzo Administration Building on the Main Campus.
A Virtual Special Called Board Meeting of the Board of Trustees of Temple College was held Monday, May 10, 2021, beginning at 5:00 PM in the Louise L. Cox Board Room, Room 916, located in the Marc Nigliazzo Administration Building on the Main Campus.

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

ADMINISTRATION
Dr. Christy Ponce, President
Judy Dohnalik, Assistant to the President and Board of Trustees.
Dr. Susan Guzman-Treviño, Vice President, Academic and Student Affairs
Brandon Bozon, Vice President, Administrative Services
Dr. Evelyn Waiwairole, Vice President, Development, and Executive Director of the Foundation

OTHERS PRESENT
Jennifer Ritter, Managing Director, Specialized Public Finance, Inc.
Gary Jackson
Stephen Phelps
Debra Parten
Sara Baker
Rosa Berreles-Acosta
Chairman Browder announced that 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.

1. Call to Order
   Chairman Browder called the meeting to order at 5:06 p.m.

2. Invocation and Pledge of Allegiance
   Lydia Santibanez offered the invocation.
   Bob Browder led the Pledge of Allegiance.

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

4. New Business
   A. Consider an Order Canvassing Election Returns for the May 1, 2021 Election
      The statute requires the Canvassing Order be approved at a meeting to canvass the election returns not earlier than May 4, 2021 or later than May 12, 2021. Canvassed vote totals must be recorded in the Canvassing Order.

      ORDER CANVASSING ELECTION RETURNS

      THE STATE OF TEXAS §
      COUNTY OF BELL §
      TEMPLE COLLEGE DISTRICT §

      WHEREAS, the Board of Trustees of the Temple College District (the "District") ordered an election to be held in the District on May 1, 2021, on the PROPOSITION hereinafter stated; and

      WHEREAS, the Board of Trustees has investigated all matters pertaining to the election, including the ordering, giving notice, officers, holding, and making returns of the election; and

      WHEREAS, the election officers who held the election have duly made the returns of the results thereof, and the returns have been duly delivered to this Board of Trustees.
THEREFORE, BE IT ORDERED BY THE BOARD OF TRUSTEES OF TEMPLE COLLEGE DISTRICT:

1. The Board of Trustees officially finds and determines that the election was duly ordered, that proper notice of the election was duly given, that proper election officers were duly appointed prior to the election, that the election was duly held, that the District has complied with the Federal Voting Rights Act and the Texas Election Code, that due returns of the result of the election have been made and delivered, and that the Board of Trustees has duly canvassed the returns all in accordance with law and the Order calling the election.

2. The Board of Trustees officially finds and determines that the following votes were cast at the election on the submitted PROPOSITION by the resident, qualified electors of said District, who voted at said election.

TEMPEL COLLEGE DISTRICT PROPOSITION A

FOR (1484) THE ISSUANCE OF $124,900,000 OF BONDS TO CONSTRUCT AND EQUIP SCHOOL BUILDINGS IN THE TEMPEL COLLEGE DISTRICT AND LEVYING AN AD VALOREM TAX IN PAYMENT THEREOF.

AGAINST (1219)

3. The Board of Trustees officially finds, determines and declares the result of the election to be that PROPOSITION A so submitted [has/has not] received a favorable majority vote in all respects and [has/has not] carried.

4. The aforesaid bonds authorized by PROPOSITION A [may/may not] be issued, and the aforesaid bond tax [may/may not] be levied, assessed and collected annually, as voted and as provided by law.

B. On a motion by Andrejs Avots-Avotins, seconded by Lydia Santibanez, and without negative vote, the Order Canvassing Election Returns for the May 1, 2021 Election was approved as presented.

5. Adjournment
There being no further business, the Virtual Special Called Meeting of the Board of Trustees was adjourned on a motion by Harry Adams, and seconded by John Bailey at 5:11 p.m.
Consideration of Approval of Appointment of Full-Time Professional Staff

Staff Recommendation: Approval

The following individual is being recommended by the President for appointment as a member of the Full-Time Professional Staff.

- **Rebecca Ormsbee** - Full-Time - Student Success Coach - Student Services Division -
  Ms. Ormsbee received a Master of Science in Clinical Nutrition degree from East Tennessee State University. She completed her Dietetic Internship with the Dept. of Veteran’s Affairs in Johnson City, TN. Rebecca has been employed as a Clinical Dietitian with the Central Texas VA Healthcare system since June of 2019.
AGENDA ITEM 4-C

Consideration of Approval of Appointment of Adjunct Faculty

Staff Recommendation: Approval

The following individual is being recommended by the appropriate departmental and divisional supervisors, and by the Vice President of Academic Affairs for appointment as a member of the Adjunct Faculty.

★ Kirk Fischer, Ph.D.-Adjunct Faculty-Business Management-Business and Career Professions Division-Dr. Fischer received a Doctor of Business Administration in Accounting from Anderson University in Indiana. He has extensive experience in the private sector and he taught Accounting at UMHB for over 10 years. Kirk also coordinated their Master’s program.
AGENDA ITEM 4-D

Approval of Monthly Investment Report April 2021

Staff Recommendation: Approval

Following this cover page is the Monthly Investment Report April 2021 for consideration of Board approval.
## TEMPLE COLLEGE
### BOARD OF TRUSTEES MONTHLY INVESTMENT REPORT
#### April 2021

<table>
<thead>
<tr>
<th>Cash and Cash Equivalents</th>
<th>Interest Rate</th>
<th>3/31/2021</th>
<th>Interest Earnings</th>
<th>Distributions</th>
<th>Book/Market Value 4/30/2021</th>
<th>Operating Funds</th>
<th>Restricted Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>BBVA Compass - Money Market</td>
<td>0.05%</td>
<td>$20,000</td>
<td>$231,888</td>
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<td>BBVA Compass - Student Refund Account</td>
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<td>$3,592</td>
<td>$3,592</td>
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<td><strong>Subtotal Cash and Cash Equivalents</strong></td>
<td></td>
<td>$6,670,520</td>
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<td>$1</td>
<td>$10,130,773</td>
<td>$5,296,887</td>
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</table>

<table>
<thead>
<tr>
<th>Cash in Investment Pools</th>
<th>Interest Rate</th>
<th>3/31/2021</th>
<th>Interest Earnings</th>
<th>Distributions</th>
<th>Book/Market Value 4/30/2021</th>
<th>Operating Funds</th>
<th>Restricted Funds</th>
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<tbody>
<tr>
<td>TexasClass (MBIA) - Bond Reserves</td>
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<td>$217,894</td>
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<td>TexasClass (MBIA) - Building Improvement Funds</td>
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<td><strong>Subtotal Cash in Investment Pools</strong></td>
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<td>$23,582,763</td>
<td>$4,524,454</td>
</tr>
</tbody>
</table>

| Total Cash, Cash Equivalents and Investments | $34,775,799 | $8,975,032 | $1,941 | $10,348,667 | $33,404,104 | $23,791,236 | $9,612,869 |

This schedule is in compliance with the Public Funds Investment Act and the Investment Policy of Temple College

Signed:

Vice President Administrative Services/CFO
AGENDA ITEM 4-E

Consideration of Approval of 2021-2022 Student Handbook

Staff Recommendation: Approval

Dr. Guzman-Trevino will ask the Board to approve the 2021-2022 Student Handbook. This handbook has been updated and aligned with TASB board policies.
Click this link to access the 2021-2022 Student Handbook: [https://templejc.acalogadmin.com/login.php](https://templejc.acalogadmin.com/login.php)

Username is: board.member

Password is: password

Select the 2021-2022 Student Handbook in the drop box and click on Go

Click on Catalog Preview

Click on Preview
AGENDA ITEM 5

Approval of Disbursements for April 2021

Staff Recommendation: Approval

Mr. Wilkerson will review the Summary Check Register for the month of April 2021 before the meeting.
AGENDA ITEM 8-A

Reports: Faculty Council

Staff Recommendation: No Action Required

Claudia Turner, President of the Temple College Faculty Council, will present a report on Faculty Council activities.
Faculty Council Report to the Temple College Board of Trustees
May 2021

On April 15th, Sigma Kappa Delta sponsored a themed creative writing virtual open mic night, "Journal of a Plague Year," inspired by Daniel Defoe's book of the same name about one man's experience of the Great Plague of London in 1665. Although Sigma Kappa Delta has sponsored two other virtual creative writing events this year (an open mic night in the fall and a faculty reading earlier this semester), the event was the first themed session. The total attendance included 45 participants, including 7 faculty members.

In addition to student readers, faculty members Kim George, Tina Cabrera, and Brenda Nicholas also shared work. Bev Van Note hosted the event and started by explaining the theme in opening remarks that set the tone for a moving and inspirational evening: "...Like Defoe's volume, our contemporary experiences with the coronavirus pandemic may be hard to grasp, to classify, to read. But Defoe saw some healing power in telling H.F.'s story.........And like Defoe's narrator, we ultimately can take joy in our survival and our hopes for the future. I invite you to share your story."

Out of respect for student privacy, the session was not recorded. But know that the student work tackled important and timely issues like racism and social justice, immigration, the unexpected death of a family member, substance abuse, emotional trauma, and the importance of finding joy in everyday moments.

W.T. & Claudia Barnhart Award for 2022: Nominations are being requested for the 2022 Barnhart Award. Information on the nominees with their application packets and directions for voting will be emailed on August 11th. Voting will end on September 3rd. The 2022 winner will be announced in Fall, 2021.
Vaccine Clinic: Dr. Shelley Pearson and faculty administered Covid vaccine on Thursday, May 6th, from 2 – 6 p.m. in the Leopard Room. Stephen Phelps, Tori Bryant, and Emma Canales from the Criminal Justice Department provided crowd control while Health Professions faculty Mike Caldwell, Angela Gutierrez, Dawn Riess, Nancy Eaton, Thea Andrews, Autumn Morey, Megan Strmiska, Jarred Wolfe, Rosemary Berumen, Marquita Brown, Jamie Germond, Corina Cain, Neil Coker, Jeff Fritz, Bobby Steele, and Claudia Turner. Four EMS students also participated that allowed them to have supervised practice administering injections. Approximately 150 doses of vaccine were distributed to the community.
AGENDA ITEM 8-B

Reports: Academic Affairs and Student Services

Staff Recommendation: No Action Required

Dr. Susan Guzmán-Treviño prepared an Academic Affairs and Student Services report that follows this cover page.
MEMORANDUM

Vice President of Academic Affairs and Student Services

To: Dr. Christina Ponce
From: Dr. Susan Guzmán-Treviño
Subject: May Academic Affairs and Student Services Report

ACADEMIC AFFAIRS AND STUDENT SERVICES REPORT

Outstanding Faculty and Staff Presentation:
We will present our 2021 National Institute for Staff and Organizational Development (NISOD) Excellence Award Recipients.

- Kimberley Clawson, 2021 Barnhart Award Winner, Professor, Biology
- Christopher Cregar, Professor, English
- Brice Olivier, Associate Professor, History
- Julie Escamilla, Director of Workforce Development, Business and Continuing Education
- Patricia (Pat) Kirkpatrick, Clinical Medical Assistant Faculty and Program Director, Business and Continuing Education
- Nancy Eaton, Simulation Coordinator, Nursing Department
- Victoria Bryant, Administrative Assistant, Business and Career Professions
- Stephen Phelps, Division Director, Business and Career Professions
- Ruth Bridges, Director, Student Life
- Rosa Berreles-Acosta, Executive Director for Dual Credit and High School Partnerships
- Dr. Shelley Pearson, Associate Vice President, Health Professions
- Dr. John McClain, Department Chair, Chemistry and Physics
- Mary Hatsell, Professor, Math
- Jan Bogucki, Administrative Assistant, Fine Arts

eLEARNING
Ellucian Intelligent Learning Platform (iLP)
- Intelligent Learning Platform testing went well in test server site and decision made to implement in our production (live) site for summer semester. Summer semester course shells will be created the week of May 3 utilizing the new intelligent learning platform (ILP), which replaces our legacy SIS nightly batch process).
- Course names will be very similar with just a few slight changes, such as inclusion of course section number for easier course management and removal of faculty name.

Vendor Management
- Inclusive Access Pilot
Planning committee engaged to implement for Science Department for fall semester. An integration work session will be scheduled to set up an integration in D2L.

- VISTA Higher Learning
  - D2L integration for SPAN courses was held on April 15.

Planning
- Business and Continuing Education
  - eLearning has been continually engaging with Julie Escamilla, Director of Workforce Development and Sara Solis, Coordinator to formalize process for Ellucian/Colleague course offering builds and creation of D2L course shells.

- Adult Education
  - eLearning met with Adult Education and Literacy Interim Director Javier Ruiz to discuss formalization of course offering builds and creation of D2L course shells.

- WEAVE
  - 2020/2021 Weave Online department plan to be closed out and completed week of May 10.

Digital Higher Education Consortium of Texas (DigiTex)
- Christa has been in communication with the new Acadeum Regional VP of Academic Partnerships to discuss the differences between the course offering consortium through the for-profit Acadeum and the old non-profit Virtual College of Texas (VCT).
- Christa has spoken several times with Mandy Hart concerning Acadeum. Mandy is working with her staff to identify the needs of students for courses to complete or transfer that we are not currently offering that we could utilize the Acadeum course sharing consortium to benefit our students.
- Currently we still have established financial aid consortium processes with three community colleges to make sure students are able to complete their degree plans or transfers on-time.

Student Success
Open Education Resources (OER)
- Christa was contacted by two faculty who also attended the Open Texas 2021 Conference virtually in March, and they provided their feedback.

Department Web Page Updates
- Awaiting Webmaster progress on inclusion of quiz for learners on resource page.

Committees
Proctored Testing Committee
- Kick-off meeting was held on April 6. Two sub-committees were created – Policy Committee to be chaired by Shannon Braley, Director of Testing Services and Technology Solutions Committee to be chaired by Brian St. Amour, Director of eLearning to re-evaluate Honorlock and investigate other possible candidates such as Examsoft and Proctorio.
• Christa works with the Return to Campus Working Group, and participants are sharing information and examples of how institutions and agencies are successfully managing the pandemic and its effects on higher education.

Compliance
Higher Education Regional Council
• The 2021/2022 report was completed and submitted to Region 7. The regional meeting is scheduled for June 17.

EAST WILLIAMSON COUNTY HIGHER EDUCATION CENTERS (EWCHEC)
• Staff at EWCHEC-Taylor and Hutto Centers are focused on summer and fall registration. Staff are meeting students and continue to process new student TSI scores and admissions paperwork. College information presentations were held at Thorndale, Rockdale, and Hutto High Schools.
• Individual advising appointments are ongoing with the dual credit REACH students and incoming high school graduates as a part of in-person “Temple Tuesdays” at Hutto High School. Staff are working with Taylor area school districts for permission to hold in-person meetings with graduating seniors at their high schools to assist with the enrollment and registration process for summer and fall. Marketing postcards are being mailed to Hutto and Taylor postal addresses to advertise fall classes and should reach mailboxes on May 24.
• Taylor Center computers have been replaced with new equipment, and faculty offices, classrooms, and storage areas are being re-organized to accommodate the new TBI-Taylor program. A ribbon cutting ceremony is being planned by the Temple College Foundation for September 23 to celebrate the opening of the TBI – Taylor program.

INSTITUTIONAL EFFECTIVENESS
Adhoc Data Requests
• Rosa Berreles-Acosta, Executive Director for Dual Credit and High School Partnerships requested basic dual credit enrollment numbers for May’s board report.
• Demographic data was requested from Dr. Ponce.
• Dr. Lesley Keeling-Olson requested Perkins grant contact data for Career and Technical Education (CTE) special populations for spring and summer 2020.
• Dual Credit graduation data was requested from Dr. Guzmàn-Treviño.

Assessment
A reminder e-mail was sent to faculty and staff to complete assessment reports by May 19. Several faculty and staff have requested reviews of their reports, and official reviews will begin May 20.

Grants
• TC completed a Perkins site visit virtually on April 13. This visit was led by Dr. Lesley Keeling-Olson, and in attendance were the Perkins director for our region and TC Perkins participants.
• Joy Row was asked to co-facilitate a Perkins talking session with Dr. Lesley Keeling-Olson and Texas Perkins directors and coordinators from around the state. This session was attended by close to 40 institutions. Miriam Foster from Ellucian and Ms. Row presented our strategies for solving our data collection and reporting issues for Perkins V, which requires tracking of nine special populations within CTE.
Commitees

- Alumni and Friends Advisory Board meeting on April 6
- Center for Teaching and Learning committee meeting April 21
- As part of the Center for Teaching and Learning, Joy Row created a poll for staff, asking what professional development they would be of interest. The results show that staff want professional development that will help them in their daily work. Specifically they have requested Excel training, training in creating fillable forms, Google docs/sheets, Zoom, equity, and Outlook.

Planning and Processes

- As part of the correction process for course departments and divisions within the college section schedule, Ms. Row reviewed and corrected all “active courses” in Colleague, a downloaded spreadsheet showing all our courses within Colleague. Dr Guzman-Trevino brought this discussion to ESC for further discussion. We will conduct training over the summer to ensure admin assistants are knowledgeable in this process.
- We began discussions in March around the number of SurveyMonkey accounts TC is paying for and how to limit the total number of accounts. Brandon Bozon, Dr. Keeling-Olson, and Joy Row moved the IERP account under Dr. Keeling-Olson’s account which will give IERP access to a premium account. Having limited accounts will give greater control over when and how many surveys are delivered to faculty, staff, and students.
- IT transferred responsibility of managing the NSC password to Joy Row on April 7.
- While reviewing other data, Dr. Guzmán-Treviño and Joy Row discussed equity in relation to our service area. From that conversation, Ms. Row has run ethnicity data for our service area zip codes and counties and created a comparative report. These data will provide insights in our future equity discussions.

Surveys

- The Employee Engagement Survey was deployed April 5 and closed April 19; 245 employees participated in the survey, and the results will be presented at a later date.
- A Computer Information Science survey was conducted April 8-16 to investigate interest in a Cyber Security degree or certificate program. Students in their second year at Temple College showed the most interest in both the degree and the certificate. This report will be used to develop the degree and certificate, and possibly work in conjunction with a Project Vision grant.
- The Department Chair and Division Director evaluative surveys were sent out to all faculty on April 27. This survey is part of the employee evaluation process.

STUDENT ENROLLMENT SERVICES

General Information

Summer 2021 registration will continue until May 27, 2021. Summer classes will start June 1, 2021. Fall 2021 registration will start May 3, 2021 for priority registration and May 10, 2021 for regular registration.

Adult Education and Literacy (AEL)

- Mr. James Skinner, Adult Education and Literacy Associate Director, reports Ms. Carolyn Beatty, the newly hired Enrollment Office Assistant, reports for her first day of work on May 3, 2021. Ms. Beatty’s bilingualism will greatly enhance the English as a Second Language program enrollment process. Mr. Brian Williams was hired as an
IET instructor with a payroll start date of May 03, 2021. He will be employed as a dedicated Career Pathways instructor.

- In support of the new Hutto campus ABE courses initiative, the department is aggressively seeking applicants for the ABE math and ELA instructor positions. Mr. Mike Kennedy, who has extensive experience (30+ years) in teaching developmental math is scheduled for an interview on May 08, 2021. Additionally, the AEL department is seeking two ABE math instructors to teach classes at Temple College's main campus beginning the fall semester.

- The Central Texas College (CTC) AEL program completed a quarterly audit that revealed numerous issues that may hinder them being reinstated as a sub grantee for the new program year. Mandatory correction dates have been established, and a follow-on audit will be conducted.

- Through the month of March, TC AEL enrollment is at 56.30% of the required target and slightly above the Texas AEL average. TC AEL has exceeded targets in EL Civics and IETs.

- The Summer Career Pathway enrollment was extended, and a Success Prep course added, to accommodate students who failed to qualify for the Skills Grant.

Advising Center

- Ms. Mandy Hart, Director of Advising reports Academic Advisors, Mr. Derrick Webb, Ms. Hattrice Freeman, Ms. Alexz Siprian, and Ms. Laura Rodriguez, have been assisting students register for summer 2021 courses on self-service and in person. Since summer 2021 registration has opened, the department has assisted over 800 students with summer 2021 registration. Advising has been preparing for fall 2021 registration which begins May 3rd.

- Ms. Danya Bailey, Transfer Specialist/Athletic Advisor, finished making all the degree plan course changes and updating catalog links for the 2021-2022 Associate of Arts (AA), Associate of Science (AS), Associate of Applied Science (AAS), and Certificate academic maps. These updated maps were provided to all academic advisors and enrollment coordinators for review and editing. Upon the completion of the review process, the 2021-2022 academic maps will be provided to all new students during advising, eAdvising, and Zoom advising/registration session.

- Ms. Danya Bailey also updated degree plan and core curriculum changes to the programs in Colleague to ensure that the 2021-2022 changes are visible to advisors and enrollment coordinators on a student’s program graduation evaluation and for students in the Student Planning module.

Financial Aid

- Ms. Mary Daniel, Director of Financial Aid, reports for 2020- 2021, 2,020 students at Temple College received Pell grants for a total disbursed amount of $6,606,712.67; 2,100 students received Direct Loans for a total disbursed amount of $7,004,977.00.

- To date, 7,225 students have listed Temple College on their Free Application for Federal Student Aid (FASFA) for 20-21 and the FAFSA for 21-22 we currently have 3,354 students who have completed the application.
• Ms. Blanca Diaz and Ms. Sheila McMillan went with the Recruiting and Dual Credit Departments to Bartlett High School on April 13 and assisted 30 students with the FAFSA.

• Ms. Blanca Diaz went with Recruiting and Dual Credit to Thorndale ISD on April 20. There were about 30 students in attendance, and she helped them begin completing the FAFSA.

• On April 22, Ms. Kelly Czapnik and Ms. Emily Nicholas went with Dual Credit and Recruiting to Buckholts High School and assisted 20 students in beginning the FAFSA.

Recruitment
• Mr. Michael Pilgrim, Coordinator of Recruitment Programs reports Recruiting has been working with Dual Credit, Financial Aid, and Admissions and Records visiting with district high school students to discuss college after graduation. Recruiting staff have let high schools know we can meet them in any manner they feel comfortable, online, or in person.

• According to Recruit Records in April, Temple College received 839 applications new applications. To date in April 400 students have submitted their application and may move forward once we receive supplemental items such as shot records or transcripts.

• Mr. Pilgrim and Mrs. Kristin Griffith, advisors for Phi Theta Kappa (PTK), attended the 2021 International PTK Catalyst convention held online April 8-10, 2021. Many students from the Temple College Lambda Theta Chapter also attended the event. This year’s PTK College Project was to help establish the Temple College Alumni and Friends Association. Our students submitted their project and results and won the Distinguished College Project Award. This is an International level award given to only 50 colleges out of over 1200 chapters.

Retention
• Mr. Adrian Sora, Director of Student Retention reports there have been 1,081 Faculty Alert cases submitted to the Office of Student Retention. Mr. Sora ensures that all cases are being handled appropriately by the Success Coaches. This outreach is done to identify at risk behavior in the classroom, so we can intervene on the students’ behalf and help them be successful.

• Ms. Rebecca Ormsbee-Renner has been hired as the new Success Coach, to replace Joseph Shilo. She will begin on May 10, 2021.

• There are currently 19 student approved for Title IX Pregnancy Services for the spring 2021 semester.

Testing Center
Ms. Shannon Bralley reports during the month of April 2021, the Temple College Testing Centers at Temple and at EWCEH-Hutto had a month heavy with appointments for TSIA2 testing, HESI testing for both Nursing entrance and Diagnostic Medical Sonography, and TEAS testing for Allied Health programs. In addition to administering make-up classroom exams, daily GED testing, and offering services for students with disability accommodations, other key events this month included:

• Holding 15 remote TSIA sessions via Zoom (up to five students per session)
• Proctoring TSIA2 at Holland High School over two days, April 12th and 20th
• Administering the ACT on April 17th
• Participating in a campus tour for Central Texas College representatives regarding participation with AEL programs on April 23rd
• Proctored 42 CASAS testing sessions with up to six students per session on behalf of the AEL department

Accommodations
• As of April 28, 2021, Ms. Misty Reid is currently working with new accommodation students for summer and fall classes.
• On April 12, 2021, Ms. Reid attended a Texas Association on Higher Education and Disability webinar.
• On April 14, 2021, Ms. Reid attended a NAFSA International Online Conference for advising International Students.
• On April 15, 2021, Ms. Reid presented “How to access academic accommodations for college classes” at a virtual Texas Workforce transition day for area high school seniors who will be applying for accommodations for college.
• Ms. Reid is currently working with Temple ISD, Belton ISD, and Texas Workforce Commission and UMHB to have a Disability Job Fair for high school and college students with disabilities to be held in the near future at UMHB.

Veteran’s Affairs
• Mr. Brian Williams, Veteran Affairs Coordinator reports the VA Office has registered 143 Veteran students for the summer 2021 semester as of this date. Since last report, we have entered 266 certifications in the VAONCE (Veterans On-Line Certification Entry system).
• Ms. Laresa Trusty and Mr. Brian Williams had virtual meetings to gain information on processes for College Credit for Heroes. The department met our nursing department to develop criteria for equating military credit. Ms. Trusty continues to add courses to a crosswalk spreadsheet to present to department chairs and the CCH Board for course equating of military credit(s).

As of today, VA has four courses that are approved for course substitution of Military training:
  o SPCH-1311 – Intro to Speech Communication
  o BIOL-2404 – Intro to A&P
  o CJSA 1342/ CRIJ 2314 - Investigative Theory
  o CJCR 1307/ CRIJ 2313 - Correctional Systems and Practices

Writing Center
Dr. Wes Wellborn, Writing Center Coordinator reports the Writing Center is staffed by highly qualified tutors who are diligent and effective in assisting students toward academic and personal success. Students consistently express gratitude for the assistance they receive. In April, two of our staff accepted new positions in academia and journalism. We wish them success in their new endeavors, and we thank the administration and board of Temple College for enabling us to employ such excellent team members.
Temple College Foundation Director’s Report-May 2021

Staff Recommendation: No Action Required

Evelyn Waiwaiole, Vice President Development and Executive Director of the Foundation, will provide a Foundation report.
AGENDA ITEM 8-D-

Board Committees: Building/Facility Planning Committee Report

Staff Recommendation: No Action Required

Mr. John Bailey, Chairman, will report that the Building/Facility Planning Committee has not met since the last Board meeting.
AGENDA ITEM 8-D-

Board Committees: Finance Committee

Staff Recommendation: No Action Required

The Board Finance Committee did not meet in May 2021.
AGENDA ITEM 8-D-3

Board Committees: Policy Committee

Staff Recommendation: No Action Required

Mrs. Burrows will report that the Policy Committee has not met since the last Board meeting.
To: Board of Trustees and Dr. Ponce
From: Brandon Bozon
Date: May 12, 2021
Re: Review and re-adoption of Temple College’s Investment Policy

Staff Recommendation: Approval

As required by Public Funds Investment Act, Government Code Chapter 2256, Temple College must annually review and adopt its Investment Policy. The local and legal policies (CAK) address the requirements for an Investment Policy. The policies serve as a guide for Temple College’s Investment Officers in areas such as investing strategies, authorized types of investments and collateral, quarterly reporting to the Board, and internal control safeguards.

There have been no changes to either policy since the last review in 2020.
RESOLUTION

A RESOLUTION ATTESTING TO BOARD OF TRUSTEES REVIEW OF THE INVESTMENT POLICY OF TEMPLE COLLEGE

WHEREAS, the Public Funds Investment Act (PFIA), Chapter 2256 of the Texas Government Code, requires the governing body of an investing entity to review its investment policy and investment strategies not less than annually; and

WHEREAS, the policy has been presented to and reviewed by the Board of Trustees of Temple College at its regular meeting held this date; and

WHEREAS, the College’s investment policies conform to the provisions of the PFIA and investment officers for the District have obtained the necessary training required under the PFIA.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF TEMPLE COLLEGE:

That the Investment Policies for Temple College, attached hereto at Exhibit “A” and incorporated herein for all intents and purposes, is hereby officially reviewed and readopted.

PRESENTED AND ADOPTED on this the 17th day of May, 2021, by a vote of _______ ayes and _______ nays at a regular meeting of the Board of Trustees of Temple College.

Bob Browder, Chairman

ATTEST:

Judy Dohnalik, Assistant to the President
& Board of Trustees
All investments made by investing entities, including college districts, shall comply with the Public Funds Investment Act, Government Code Chapter 2256, Subchapter A, and all federal, state, and local statutes, rules, or regulations. *Gov't Code 2256.026*

**Written Policies**

The governing body of an investing entity shall adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds under its control. The investment policies must be written; primarily emphasize safety of principal and liquidity; and address investment diversification, yield, and maturity and the quality and capability of investment management; and include:

1. A list of the types of authorized investments in which the investing entity’s funds may be invested;
2. The maximum allowable stated maturity of any individual investment owned by the entity;
3. For pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date of the portfolio;
4. Methods to monitor the market price of investments acquired with public funds;
5. A requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis; and
6. Procedures to monitor rating changes in investments acquired with public funds and the liquidation of such investments consistent with the provisions of Government Code 2256.021 [see Loss of Required Rating, below].

*Gov’t Code 2256.005(b)*

**Annual Review**

The governing body of an investing entity shall review its investment policy and investment strategies not less than annually. The governing body shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. *Education Code 51.0032; Gov’t Code 2256.005(e)*

**Investment Strategies**

As an integral part of the investment policy, the governing body shall adopt a separate written investment strategy for each of the funds or group of funds under its control. Each investment strategy
must describe the investment objectives for the particular fund using the following priorities in order of importance:

1. Understanding of the suitability of the investment to the financial requirements of the entity;
2. Preservation and safety of principal;
3. Liquidity;
4. Marketability of the investment if the need arises to liquidate the investment before maturity;
5. Diversification of the investment portfolio; and
6. Yield.

Gov’t Code 2256.005(d)

Each investing entity shall designate, by rule, order, ordinance, or resolution, as appropriate, one or more officers or employees as investment officer to be responsible for the investment of its funds consistent with the investment policy adopted by the entity. If the governing body of an investing entity has contracted with another investing entity to invest its funds, the investment officer of the other investing entity is considered to be the investment officer of the first investing entity for purposes of Government Code Chapter 2256. Authority granted to a person to invest an entity's funds is effective until rescinded by the investing entity, until the expiration of the officer's term or the termination of the person's employment by the investing entity, or if an investment management firm, until the expiration of the contract with the investing entity. In the administration of the duties of an investment officer, the person designated as investment officer shall exercise the judgment and care, under prevailing circumstances, that a prudent person would exercise in the management of the person’s own affairs, but the governing body of the investing entity retains the ultimate responsibility as fiduciaries of the assets of the investing entity. Unless authorized by law, a person may not deposit, withdraw, transfer, or manage in any other manner the funds of the investing entity. Gov’t Code 2256.005(f)

Government Code Chapter 2256 does not prohibit an investing entity or investment officer from using the entity’s employees or the services of a contractor of the entity to aid the investment officer in the execution of the officer’s duties under Government Code Chapter 2256. Gov’t Code 2256.003(c)

Each member of the governing board of a state agency and its investment officer shall attend at least one training session relating to the person’s responsibilities under the Public Funds Investment Act.
within six months after taking office or assuming duties. The Coordinating Board shall provide the training under Government Code 2256.007. The training must include education in:

1. Investment controls;
2. Security risks;
3. Strategy risks;
4. Market risks;
5. Diversification of investment portfolio; and
6. Compliance with the Public Funds Investment Act.

The investment officer shall attend a training session not less than once each state fiscal biennium and may receive training from any independent source approved by the governing body of the state agency. The investment officer shall prepare a report on the Public Funds Investment Act and deliver it to the governing body of the state agency no later than the 180th day after the last day of each regular session of the legislature.

*Gov't Code 2256.007*

The treasurer, the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a local government shall:

1. Attend at least one training session from an independent source approved by the governing body of the local government or a designated investment committee advising the investment officer as provided for in the investment policy of the local government and containing at least ten hours of instruction relating to the treasurer’s or officer’s responsibilities under Government Code Chapter 2256, Subchapter A within 12 months after taking office or assuming duties; and

2. Attend an investment training session not less than once in a two-year period that begins on the first day of that local government’s fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than ten hours of instruction relating to investment responsibilities under Chapter 2256, Subchapter A from an independent source approved by the governing body of the local government or a designated investment committee advising the investment officer as provided for in the investment policy of the local government.
The training must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with Government Code Chapter 2256.

*Gov't Code 2256.008(a), (c)*

**Standard of Care**

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of his or her own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following objectives in order of priority:

1. Preservation and safety of principal;
2. Liquidity; and
3. Yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the following shall be taken into consideration:

1. The investment of all funds, or funds under the entity’s control over which the officer had responsibility rather than a consideration as to the prudence of a single investment; and
2. Whether the investment decision was consistent with the written investment policy of the entity.

*Gov't Code 2256.006*

**Personal Interest**

An investment officer of an entity who has a personal business relationship with a business organization offering to engage in an investment transaction with the entity shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity, as determined by Government Code Chapter 573, to an individual seeking to sell an investment to the investment officer’s entity shall file a statement disclosing that relationship. A required statement must be filed with the Texas Ethics Commission and the governing body of the entity. For purposes of this policy, an investment officer has a personal business relationship with a business organization if:

1. The investment officer owns ten percent or more of the voting stock or shares of the business organization or owns $5,000 or more of the fair market value of the business organization;
2. Funds received by the investment officer from the business organization exceed ten percent of the investment officer’s gross income for the previous year; or

3. The investment officer has acquired from the business organization during the previous year investments with a book value of $2,500 or more for the personal account of the investment officer.

_Gov’t Code 2256.005(i)_

**Quarterly Reports**

Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of investment transactions for all funds covered by the Public Funds Investment Act for the preceding reporting period. This report shall be presented not less than quarterly to the governing body and the chief executive officer of the entity within a reasonable time after the end of the period. The report must:

1. Describe in detail the investment position of the entity on the date of the report;

2. Be prepared jointly by all investment officers of the entity;

3. Be signed by each investment officer of the entity;

4. Contain a summary statement for each pooled fund group (i.e., each internally created fund of an investing entity in which one or more institutional accounts of the investing entity are invested) that states the:
   a. Beginning market value for the reporting period;
   b. Ending market value for the period; and
   c. Fully accrued interest for the reporting period;

5. State the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;

6. State the maturity date of each separately invested asset that has a maturity date;

7. State the account or fund or pooled group fund in the state agency or local government for which each individual investment was acquired; and

8. State the compliance of the investment portfolio of the state agency or local government as it relates to the investment
strategy expressed in the agency’s or local government’s investment policy and relevant provisions of Government Code Chapter 2256.

If the entity invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports prepared by the investment officer under Government Code Chapter 2256 shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the governing body by that auditor.

_Education Code 51.0032; Gov’t Code 2256.001(9), .023_

**Selection of Broker**

The governing body of an entity subject to Government Code Chapter 2256, Subchapter A or a designated investment committee, shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the entity. _Gov’t Code 2256.025_

**Authorized Investments**

Each governing body of a local government or a state agency may purchase, sell, and invest its funds and funds under its control in investments described below, in compliance with investment policies approved by the governing body and according to the standard of care set out in this policy. The governing body of an investing entity may specify in its investment policy that any investment authorized by Government Code Chapter 2256 is not suitable. Investments may be made directly by the governing body or by a nonprofit corporation acting on behalf of the governing body or an investment pool acting on behalf of two or more local governments, state agencies, or a combination of those entities.

In the exercise of these powers, the governing body of an investing entity may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of its public funds or other funds under its control. A contract made for such purpose may not be for a term longer than two years. A renewal or extension of the contract must be made by the governing body of an investing entity by order, ordinance, or resolution.

_Gov’t Code 2256.003(a)–(b), .005(j)_

**Obligations**

Except as provided below, the following are authorized investments under the Public Funds Investment Act:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks;
2. Direct obligations of this state or its agencies and instrumentalities;

3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;

4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the state of Texas, the United States, or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States;

5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent;

6. Bonds issued, assumed, or guaranteed by the state of Israel;

7. Interest-bearing banking deposits that are guaranteed or insured by:
   a. The FDIC or its successor; or
   b. The National Credit Union Share Insurance Fund or its successor; and

8. Interest-bearing banking deposits other than those described by item 7 if:
   a. The funds invested in the banking deposits are invested through a broker with a main office or branch office in this state that the investing entity selects from a list the governing body or designated investment committee of the entity adopts as required by Government Code 2256.025 or a depository institution with a main office or branch office in this state that the investing entity selects;
   b. The selected broker or depository institution arranges for the deposit of the funds in the banking deposits in one or more federally insured depository institutions, regardless of where located, for the investing entity’s account;
   c. The full amount of the principal and accrued interest of the banking deposits is insured by the United States or an instrumentality of the United States; and
d. The investing entity appoints as the entity's custodian of the banking deposits issued for the entity's account the selected depository institution, an entity described by Government Code 2257.041(d), or a clearing broker dealer registered with the Securities and Exchange Commission and operating under Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. 240.15c3-3).

Gov't Code 2256.009(a)

The following investments are not authorized:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.

2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.

3. Collateralized mortgage obligations that have a stated final maturity date of greater than ten years.

4. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

Gov't Code 2256.009(b)

A certificate of deposit or share certificate is an authorized investment if the certificate is issued by a depository institution that has its main office or a branch office in Texas and is:

1. Guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor;

2. Secured by obligations described by Government Code 2256.009(a) above, including mortgage-backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage-backed securities of the nature described by Section 2256.009(b); or

3. Secured in accordance with Government Code Chapter 2257 or in any other manner and amount provided by law for the deposits of the investing entity.

In addition to the authority to invest funds in certificates of deposit under the previous section, an investment in certificates of deposit
made in accordance with the following conditions is an authorized investment under Government Code 2256.010:

1. The funds are invested by an investing entity through a broker that has its main office or a branch office in this state and is selected from a list adopted by the investing entity as required by Government Code 2256.025, or a depository institution that has its main office or a branch office in this state and that is selected by the investing entity;

2. The broker or depository institution selected by the investing entity arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the investing entity;

3. The full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and

4. The investing entity appoints the depository institution selected by the investing entity under paragraph (a) above or a clearing broker-dealer registered with the Securities and Exchange Commission and operating pursuant to Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. 240.15c3-3) as custodian for the investing entity with respect to the certificates of deposit issued for the account of the investing entity.

Gov't Code 2256.010(a)-(b)

The investment policies may provide that bids for certificates of deposit be solicited orally, in writing, electronically, or in any combination of those methods. Gov't Code 2256.005(c)

A fully collateralized repurchase agreement is an authorized investment under the Public Funds Investment Act if the repurchase agreement:

1. Has a defined termination date;

2. Is secured by a combination of cash and obligations described by Government Code 2256.009(a)(1) or 2256.013 or, if applicable, 2256.0204;

3. Requires the securities being purchased by the entity or cash held by the entity to be pledged to the entity, held in the entity's name, and deposited with the entity or a third party selected and approved by the entity; and

4. Is placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in Texas.
Notwithstanding any other law, the term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by an entity under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

Government Code 1371.059(c) applies to the execution of a repurchase agreement by an investing entity.

A "repurchase agreement" means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date obligations described by Section 2256.009(a)(1) or 2256.013 or, if applicable, 2256.0204, at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. The term includes a direct security repurchase agreement and a reverse security repurchase agreement.

Gov't Code 2256.011

A securities lending program is an authorized investment if:

1. The value of securities loaned must not be less than 100 percent collateralized, including accrued income, and the loan must allow for termination at any time;

2. The loan must be secured by:
   a. Pledged securities described by Government Code 2256.009;
   b. Pledged irrevocable letters of credit issued by a bank that is organized and existing under the laws of the United States or any other state and continuously rated by at least one nationally recognized investment rating firm at not less than A or its equivalent; or
   c. Cash invested in accordance with Government Code 2256.009, 2256.013, 2256.014, or 2256.016;

3. The terms of the loan require that the securities being held as collateral be pledged to the investing entity, held in the investing entity's name, and deposited at the time the investment is made with the entity or with a third party selected by or approved by the investing entity; and
4. The loan must be placed through a primary government securities dealer, as defined by 5 C.F.R. 6801.102(f), as that regulation existed on September 1, 2003, or a financial institution doing business in this state.

An agreement to lend securities under a securities lending program must have a term of one year or less.

Gov't Code 2256.0115

Banker's Acceptance

A banker’s acceptance is an authorized investment if the banker’s acceptance:

1. Has a stated maturity of 270 days or fewer from the date of issuance;
2. Will be, in accordance with its terms, liquidated in full at maturity;
3. Is eligible for collateral for borrowing from a Federal Reserve Bank; and
4. Is accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank, or of a bank holding company of which the bank is the largest subsidiary, are rated not less than A-1 or P-1 or an equivalent rating by at least one nationally recognized credit rating agency.

Gov't Code 2256.012

Commercial Paper

Commercial paper is an authorized investment if the commercial paper:

1. Has a stated maturity of 365 days or fewer from the date of issuance; and
2. Is rated not less than A1-1 or P-1 or an equivalent rating by at least two nationally recognized credit rating agencies, or by one nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States or any state.

Gov't Code 2256.013

Mutual Funds

A no-load money market mutual fund is an authorized investment if the mutual fund:

1. Is registered with and regulated by the Securities and Exchange Commission;
2. Provides the investing entity with a prospectus and other information required by the Securities and Exchange Act of 1934 (15 U.S.C. 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. 80a-1 et seq.); and

3. Complies with federal Securities and Exchange Commission Rule 2a-7 (17 C.F.R. Section 270.2a-7), promulgated under the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.).

A no-load mutual fund is an authorized investment if the mutual fund:

1. Is registered with the Securities and Exchange Commission;

2. Has an average weighted maturity of less than two years; and

3. Either has a duration of one year or more and is invested exclusively in obligations approved by Government Code Chapter 2256, Subchapter A, regarding authorized investments (Public Funds Investment Act) or has a duration of less than one year and the investment portfolio is limited to investment grade securities, excluding asset-backed securities.

Investments in no-load money market mutual funds shall be limited to the percentages authorized by Government Code 2256.014(c). In addition, the investing entity may not invest any portion of bond proceeds, reserves, and funds held for debt service, in no-load mutual funds.

Gov't Code 2256.014

A guaranteed investment contract is an authorized investment for bond proceeds if the guaranteed investment contract:

1. Has a defined termination date;

2. Is secured by obligations described by Government Code 2256.009(a)(1), excluding those obligations described by Section 2256.009(b), in an amount at least equal to the amount of bond proceeds invested under the contract; and

3. Is pledged to the entity and deposited with the entity or with a third party selected and approved by the entity.

Bond proceeds, other than bond proceeds representing reserves and funds maintained for debt service purposes, may not be invested in a guaranteed investment contract with a term longer than five years from the date of issuance of the bonds.

To be eligible as an authorized investment:
1. The governing body of the entity must specifically authorize guaranteed investment contracts as eligible investments in the order, ordinance, or resolution authorizing the issuance of bonds;

2. The entity must receive bids from at least three separate providers with no material financial interest in the bonds from which proceeds were received;

3. The entity must purchase the highest yielding guaranteed investment contract for which a qualifying bid is received;

4. The price of the guaranteed investment contract must take into account the reasonably expected drawdown schedule for the bond proceeds to be invested; and

5. The provider must certify the administrative costs reasonably expected to be paid to third parties in connection with the guaranteed investment contract.

Government Code 1371.059(c) applies to the execution of a guaranteed investment contract by an investing entity.

Gov't Code 2256.015

Investment Pools

A public funds investment pool is an authorized investment if it meets the requirements of Government Code 2256.016 and 2256.019, including that the governing body of the entity authorizes the investment in the particular pool by rule, order, ordinance, or resolution, as appropriate. Gov't Code 2256.016, .019

Hedging Transactions

A hedging transaction is an authorized investment if an eligible entity meets the requirements of Government Code 2256.0206.

"Eligible entity" means a political subdivision, including a college district, that has:

1. A principal amount of at least $250 million in outstanding long-term indebtedness, long-term indebtedness proposed to be issued, or a combination of outstanding long-term indebtedness and long-term indebtedness proposed to be issued; and

2. Outstanding long-term indebtedness that is rated in one of the four highest rating categories for long-term debt instruments by a nationally recognized rating agency for municipal securities, without regard to the effect of any credit agreement or other form of credit enhancement entered into in connection with the obligation.

Gov't Code 2256.0206
Funds from Mineral Rights

The governing board of a public junior college district may invest funds received by the district from a lease or contract for the management and development of land owned by the district and leased for oil, gas, or other mineral development in any investment authorized to be made by a trustee under Property Code Title 9, Subtitle B (Texas Trust Code).

Funds invested by the governing board of a public junior college district under this section shall be segregated and accounted for separately from other funds of the district.

Gov't Code 2256.0207

Authorized Investments Specific to Institutions of Higher Education

In addition to the authorized investments permitted by Government Code Chapter 2256, Subchapter A, an institution of higher education may purchase, sell, and invest its funds and funds under its control in the following:

1. Cash management and fixed income funds sponsored by organizations exempt from federal income taxation under Section 501(f), Internal Revenue Code of 1986, 26 U.S.C. Section (f);

2. Negotiable certificates of deposit issued by a bank that has a certificate of deposit rating of at least 1 or the equivalent by a nationally recognized credit rating agency or that is associated with a holding company having a commercial paper rating of at least A-1, P-1, or the equivalent by a nationally recognized credit rating agency; and

3. Corporate bonds, debentures, or similar debt obligations rated by a nationally recognized investment rating firm in one of the two highest long-term rating categories, without regard to gradations within those categories.

Gov't Code 2256.020

Change in Law

Except as provided by Government Code Chapter 2270, an entity is not required to liquidate investments that were authorized investments at the time of purchase. Gov't Code 2256.017

Loss of Required Rating

An investment that requires a minimum rating under Government Code Chapter 2256 does not qualify as an authorized investment during the period the investment does not have the minimum rating. An entity shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating. Gov't Code 2256.021
Investment of Bond Proceeds and Pledged Revenue

The investment officer of a local government, including a college district, may invest bond proceeds or pledged revenue only to the extent permitted by Government Code Chapter 2256, in accordance with:

1. Statutory provisions governing the debt issuance or the agreement, as applicable; and

2. The local government's investment policy regarding the debt issuance or the agreement, as applicable.

"Pledged revenue” means money pledged to the payment of or as security for bonds or other indebtedness issued by a local government; obligations under a lease, installment sale, or other agreement of a local government; or certificates of participation in a debt or obligation.

Gov’t Code 2256.0208

Investment of Debt Service Funds

A school district, including a junior college district, may enter into a contract with a term not to exceed seven years to purchase investments with the proceeds of taxes levied or to be levied by the district for the purpose of paying debt service on bonds issued by the district.

A contract under this section may provide for the purchase of investments at a stated yield or yields.

Before entering a contract under this section, a school district must solicit and receive bids from at least three separate providers. The district must accept the qualifying bid that provides for the highest yield investments over the term of the contract.

A contract under this section may provide only for the purchase of an obligation described by Government Code 2256.009(a)(1), other than an obligation described by Government Code 2256.009(b).

Education Code 45.112

General Deposits

The governing board of each institution of higher education may invest the funds received as general deposits authorized by Education Code 54.502 in the manner provided under either Education Code 51.003 or 51.0031. Education Code 54.5022

Sellers of Investments

A written copy of the investment policy shall be presented to any business organization offering to engage in an investment transaction with an investing entity. For purposes of Government Code 2256.005, “business organization” means an investment pool or an investment management firm under contract with an investing entity to invest or manage the entity’s investment portfolio that has
accepted authority granted by the entity under the contract to exercise investment discretion in regard to the investing entity's funds. The qualified representative of the business organization offering to engage in an investment transaction with an investing entity shall execute a written instrument in a form acceptable to the investing entity and the business organization substantially to the effect that the business organization has:

1. Received and reviewed the investment policy of the entity; and

2. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the entity and the organization that are not authorized by the entity's policy, except to the extent that this authorization is dependent on an analysis of the makeup of the entity's entire portfolio, requires an interpretation of subjective investment standards, or relates to investment transactions of the entity that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

The investment officer of an entity may not acquire or otherwise obtain any authorized investment described in the investment policy of the investing entity from a business organization that has not delivered to the entity the instrument described above.

Gov't Code 2256.005(k)–(l)

Donations

Government Code Chapter 2256, Subchapter A does not apply to an investment donated to an investing entity for a particular purpose or under terms of use specified by the donor. Gov't Code 2256.004(b)

Electronic Funds Transfer

Any local government, including a college district, may use electronic means to transfer or invest all funds collected or controlled by the local government. Gov't Code 2256.051

Private Auditor

Notwithstanding any other law, a state agency, including a college district, shall employ a private auditor if authorized by the legislative audit committee either on the committee's initiative or on request of the governing body of the agency. Gov't Code 2256.052
Investment Policy

This policy, in conjunction with CAK(LEGAL), shall serve as the College District’s written investment policy as required by the Public Funds Investment Act, Government Code Chapter 2256.

Investment Authority

The College President or other person designated by Board resolution shall serve as the investment officer of the College District and shall invest College District funds as directed by the Board and in accordance with the College District’s written investment policy and generally accepted accounting procedures. All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

Approved Investment Instruments

From those investments authorized by law and described further in CAK(LEGAL) under Authorized Investments, the Board shall permit investment of College District funds, including bond proceeds and pledged revenue to the extent allowed by law, in only the following investment types, consistent with the strategies and maturities defined in this policy:

1. Obligations of, or guaranteed by, governmental entities as permitted by Government Code 2256.009.
2. Certificates of deposit and share certificates as permitted by Government Code 2256.010.
5. Banker’s acceptances as permitted by Government Code 2256.012.
7. No-load mutual funds, except for bond proceeds, and no-load money market mutual funds as permitted by Government Code 2256.014.
8. A guaranteed investment contract as an investment vehicle for bond proceeds, provided it meets the criteria and eligibility requirements established by Government Code 2256.015.

12. Corporate bonds, debentures, or similar debt obligations as permitted by Government Code 2256.020.

**Safety**

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio, and offsets during a 12-month period any market price losses resulting from interest-rate fluctuations by income received from the balance of the portfolio. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

**Investment Management**

In accordance with Government Code 2256.005(b)(3), the quality and capability of investment management for College District funds shall be in accordance with the standard of care, investment training, and other requirements set forth in Government Code Chapter 2256.

**Liquidity and Maturity**

Any internally created pool fund group of the College District shall have a maximum dollar weighted maturity of 180 days. The maximum allowable stated maturity of any other individual investment owned by the College District shall not exceed two years from the time of purchase. The Board may specifically authorize a longer maturity for a given investment, within legal limits.

The College District’s investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements.

**Diversity**

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer.

**Monitoring Market Prices**

The investment officer shall monitor the investment portfolio and shall keep the Board informed of significant changes in the market value of the College District’s investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done at least quarterly, as required by law, or more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.
### Monitoring Rating Changes

In accordance with Government Code 2256.005(b), the investment officer shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

### Funds / Strategies

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the College District and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

#### Operating Funds

Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

#### Custodial Funds

Investment strategies for custodial funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

#### Debt Service Funds

Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.

#### Capital Project Funds

Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.

### Safekeeping and Custody

The College District shall retain clearly marked receipts providing proof of the College District’s ownership. The College District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with College District funds by the investment pool.

### Sellers of Investments

Prior to handling investments on behalf of the College District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law.

Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC), and be in good standing with the Financial Industry Regulatory Authority (FINRA).
In order to get the best return on its investments, the College District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.

To reduce exposure to changes in interest rates that could adversely affect the value of investments, the College District shall use final and weighted-average-maturity limits and diversification. The College District shall monitor interest rate risk using weighted average maturity and specific identification.

A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the College District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.
5. Written confirmation of telephone transactions.
6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.
7. Avoidance of bearer-form securities.

These controls shall be reviewed by the College District’s independent auditing firm.

The Board shall review this investment policy and investment strategies not less than annually and shall document its review in writing, which shall include whether any changes were made to either the investment policy or investment strategies.

In conjunction with the annual financial audit, the College District shall perform a compliance audit of management controls on investments and adherence to the College District’s established investment policies.
To: Board of Trustees and Dr. Ponce
From: Brandon Bozon
Date: May 12, 2021
Re: Adoption of Investment Officer Resolution

Staff Recommendation: Approval

As required by Public Funds Investment Act, Government Code Chapter 2256, Temple College must adopt a resolution naming the Investment Officers for the College. Brandon Bozon is the Investment Officer, and this resolution will add Susan Allamon.
RESOLUTION

A RESOLUTION ATTESTING TO BOARD OF TRUSTEES REVIEW OF THE INVESTMENT POLICY OF TEMPLE COLLEGE

WHEREAS, the Investment Policies of Temple College have been duly reviewed and adopted by the Board of Trustees; and

WHEREAS, the Investment Policies of Temple College and the Public Funds Investment Act (PFIA), Chapter 2256.005(f) of the Texas Government Code, requires the governing body of an investing entity to designate one or more officers or employees as investment officer;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF TEMPLE COLLEGE:

That the following persons are appointed to serve as investment officers for Temple College: Brandon Bozon and Susan Allamon.

PRESENTED AND ADOPTED on this the 17th day of May, 2021 by a vote of _______ ayes and _______ nays at a regular meeting of the Board of Trustees of Temple College.

____________________
Bob Browder, Chairman

ATTEST:

Judy Dohnalik, Assistant to the President & Board of Trustees
AGENDA ITEM 9-B

Consideration of Election of Officers for the Board of Trustees

Recommendation: Approval

The Nominating Committee will present recommendations for Temple College Board of Trustee Officers for consideration.
AGENDA ITEM 9-C

Consideration of the Approval of Extending the President’s Contract for One Year.

Recommendation: Board Approval Required

The Board is asked to consider approval of extending the President’s Contract for One Year. A Virtual Called Special Board Meeting was held prior to the Virtual Regular Meeting of the Board of Trustees on May 17, 2021 for conducting the President’s Annual Evaluation Pursuant to Section 551.074 of Texas Government Code.