Notice is hereby given that a Regular Board Meeting of the Board of Trustees of Temple College will be held on Monday, February 21, 2022 at 6:00 PM. 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.

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 Special Meeting on December 6, 2021 and the Regular Meeting on January 24, 2022
   B. Consideration of Approval of the Appointment of Full-Time Faculty
   C. Consideration of Approval of the Appointment of Full-Time Professional Staff
   D. Consideration of Approval of the Appointment of Adjunct Faculty
   E. Consideration of Approval of the Equal Employment Opportunity (EEO) Report- 1st Quarter-September 2021-December 2021
   F. Consideration of Approval of the Spring 2022 Part-Time/Overload Salaries for 16- and 1st 8-Weeks
   G. Consideration of Approval of the following LOCAL Policies:
      BBF (LOCAL)-Board Members-Ethics
      DEB- (LOCAL) Compensation and Benefits-Fringe Benefits
      DHC (LOCAL) Employee Standards of Conduct-Child Abuse and Neglect Reporting
      DLB (LOCAL) Employee Performance-Suspension
      DMAA (LOCAL) Term Contracts-Termination Mid-Contract
      DMC (LOCAL)Termination of Employment-Reduction in Force
   H. Consideration of Approval of an Amendment to the FY 2022 Budget to Appropriate Grant Funds Awarded and Recognize an Adjustment to a Previously Budgeted Grant Program
   I. Consideration of Approval of the Monthly Investment Report January FY 2021-2022
5. Consideration of Approval of Disbursements for January 2022

6. Student/Faculty Spotlight
   Student Spotlight
   Temple College SkillsUSA STEM Club Students
   Outstanding Faculty Spotlight
   Dr. Sandra Melendez, Department Chair, Engineering Technology

7. President's Report

8. Reports
   A. Faculty Council 45
   B. Academic Affairs and Student Services Reports 48
   C. Resource Development and External Relations
   D. Board Committees
      1. Building/Facility Planning Committee 59
      2. Finance Committee Report 60
      3. Policy Committee Report 61

9. New Business

10. Miscellaneous

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

12. Adjournment
Minutes of Special Called Board Meeting

The Board of Trustees
Temple College
December 6, 2021

A Special Called Board Meeting of the Board of Trustees of Temple College was held Monday, December 6, 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. Alejandro Arroliga
Dr. Andrejs Avots-Avotins
Katie Burrows
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

OTHERS PRESENT
Susan Allamon
Shawn Dach

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 6:00 p.m.

2. Invocation and Pledge of Allegiance
   John Bailey 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. Tax Abatement
      1. Conduct a Tax Abatement Workshop
         Brandon Bozon deferred this item to Adrian Canady, President and CEO, Temple EDC, to present the background for a request for a Tax Abatement for Polmer LLC, which will abate a percentage of the increases in the taxable value of certain real and personal property located in the Temple Industrial Park.

      2. Consider Adoption of a Policy on Tax Abatement Guidelines and Criteria
         Brandon Bozon presented the Tax Abatement Guidelines and Criteria to be established between Temple College and Polmer LLC.

   B. Approval of City of Temple and Bell County Tax Abatements in Reinvestment Zone
      1. The Board was asked to consider approval of the Tax Abatement Agreements between LJT Texas, LLC and 1) the City of Temple and 2) Bell County which will abate a percentage of the increases in the taxable value of certain real and personal property located at 3601 Eberhardt Road and designated as City of Temple Tax Abatement Reinvestment Zone Number 44.

         On a motion by John Bailey, seconded by Harry Adams, and without negative vote, the Approval of City of Temple and Bell County Tax Abatements in Reinvestment Zone was approved as presented.

      2. Consider approval of Tax Abatement Agreements between Polmer LLC and 1) the City of Temple; and 2) Bell County which will abate a percentage of the increases in the taxable value of certain real and personal property located on an approximately 399.2-acre site at the southeast corner of Industrial Boulevard and Loop 363 and designated as City of Temple Tax Abatement Reinvestment Zone Number 43.

         On a motion by Larry Wilkerson, seconded by Alejandro Arrolina, and without negative vote, the Approval of Tax Abatement Agreements between Polmer LLC and 1) the City of Temple; and 2) Bell County was approved as presented.
5. Miscellaneous
   There were no miscellaneous items for discussion.

6. Executive Session to Consider Business Incentives and Other Economic
   Development Negotiations
   There were no items for discussion and an Executive Session was not held.

7. Adjournment
   There being no further business, the Meeting of the Board of Trustees was
   adjourned on a motion by John Bailey, and seconded by Harry Adams,
   at 6:55 p.m.

NEXT BOARD OF TRUSTEES MEETING:

The next Virtual Regular Board Meeting of the Temple College Board of Trustees
will be held Monday, January 22, 2022 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.

Minutes recorded, transcribed & submitted by:

Judith Dohnalik
Judith Dohnalik, Assistant to the Board of Trustees

Minutes Approved as Submitted: [Signature]
A Regular Board Meeting of the Board of Trustees of Temple College was held Monday, January 24, 2022 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. Alejandro Arroliga
Dr. Andrejs Avots-Avotins-Virtually Attended
Katie Burrows
Steve Niemeier-Virtually Attended
Lydia Santibanez-Ferrell-Virtually Attended
Larry Wilkerson

ADMINISTRATION
Dr. Christy Ponce, President
Judy Dohnalik, Assistant to the President and Board of Trustees.
Dr. Susan Guzmán-Treviño, Vice President, Academic Affairs and Student Services
Brandon Bozon, Vice President, Administrative Services
Dede Griffith, Vice President of Workforce Development
Dr. Evelyn Waiwaiole, Vice President, Development, and Executive Director of the Foundation
Dr. Robbin Ray, Associate Vice President and Chief of Operations, East Williamson County Centers
Susan Allamon, Associate Vice President, Finance
Eric Eckert–Executive Director-Strategic Communications and Outreach, Development and External Relations
Zach Oldham–Executive Director-Creative Marketing, Development and External Relations
OTHERS PRESENT
Rosa Berreles-Acosta
Erica Aguillon, All-State Music Student
Sara Baker
Alex Buss, All-State Music Student
Deon Byrd, All-State Music Student
Adrian Canady, TEDC
Jacoriah Jackson, All-State Music Student,
Monica Lefner
Dane Legg, Lott, Vernon and Company, P.C.
Ethan Matous, All-State Music Student
Amariah Moore, TBI-Hutto Coordinator
Jouper ‘Jo’ Muring, All-State Music Student
Eliezer Ortiz, All-State Music Student
Brian Supak
Claudia Turner
Dr. John White

1. Call to Order
Chairman Browder called the Board of Trustees meeting to order at 6:03 p.m.

2. Invocation and Pledge of Allegiance
John Bailey offered the invocation.
Katie Burrows recited the Pledge of Allegiance.

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

Chairman Browder announced that three agenda items would be taken out of order. As a
courtesy to our guests, Item 6. Spotlight Presentations, followed by Item 9.A. New
Business, and Item 11 Executive Session to discuss matters related to economic
development were addressed.

Item 6. Student/Faculty Spotlight

Student Spotlight
Dr. Susan Guzmán-Treviño asked Dr. Sara Baker to introduce the All-State Choir and
All-State Jazz Band members. Students went through the Texas Music Educators
Association sponsored All-State audition process. The highest-ranking musicians judged
at the TMEA Area competitions qualified to perform in one of 18 Texas All-State
ensembles sponsored by the Band, Orchestra, and Vocal Divisions.

Outstanding Employee Spotlight
Rosa Berreles-Acosta welcomed Amariah Moore as the new TBI-Hutto Coordinator.
Amariah shared her experiences as a former student in the Texas Bioscience Middle
College program in 2015. Her experiences led her to want to work in the TBI program to provide high school juniors and seniors with the same mentoring that she valued as a TBI student.

**Community Spotlight**

Dr. Evelyn Waiwaiole honored the members of the Golf Sponsorship Committee by presenting them appreciation awards. Mr. Adams acknowledged the college students, staff, and faculty for the special efforts that were put into making the tournament such a success.

Item 9. New Business

A. Consideration of Approval of the Annual Financial Audit and Compliance Report for FY2021

Mr. Dane Legg, Auditor, Lott, Vernon & Company, P.C., presented an overview of the unqualified audit report including Assets, Liabilities, and Statement of Net Position Financial Audit and Compliance Report for FY 2021. He reviewed the Statement of Assets and Liabilities on page 16 of the AFR. Dane reported that the Net Position – End of Year was up 4 million. Based on these financial results and Title 4 Audit, the college does qualify as a lower risk auditee for the purpose of federal grant eligibility and result of compliance.

**On a motion by Larry Wilkerson, seconded by Steve Niemeier, and without negative vote, the Annual Financial Audit and Compliance Report for FY2021 was approved as presented.**

Item 11. Executive Session to Consider

At 6:38 p.m., Chairman Browder announced that after a short break, pursuant to Vernon’s Texas Civil Statutes, Article 6252-17, the Board will go into Executive Session to consider Personnel, Legal Matters, and Real Estate.

The Board convened into Executive Session at 6:39 p.m.

The Board reconvened into Regular Session at 7:20 p.m., and there were no deliberations during the Executive Session that required Board action.

Chairman Browder announced that the Board was back in regular session and the agenda would resume with Item 4. Consideration of Consent Agenda.

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

Items for consideration were:
A. Consideration of Approval of Minutes of Regular Meeting on November 15, 2021

B. 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:

★ Marcus Bell—Full-Time—Dual Credit Advisor—Academic Affairs Division

★ Linda Bellamy—Full-Time—Coordinator—Texas Bioscience Institute—Academic Affairs Division

★ Eric Eckert—Full-Time—Executive Director—Strategic Communications and Outreach, Development and External Relations

★ Juanita Lockett, Ed.D—Full-Time—Professional Development Coordinator—Academic Affairs Division

★ Zach Oldham—Full-Time—Executive Director—Creative Marketing, Development and External Relations

C. Consideration of Approval of the Appointment of Full-Time Faculty

The following individual was recommended by the President for appointment as a member of the Full-Time Faculty:

▪ Richard Askey—Full-Time—Industrial Technology Trainer—Business and Continuing Education Division

D. Consideration of Approval of Quarterly Investment Act Report—1st Quarter 2021-2022

5. Approval of Disbursements for November 2021 and December 2021.

On a motion by Larry Wilkerson, seconded by John Bailey, and without negative vote, the disbursements for November 2021 and December 2021 were approved as presented.

6. Student/Faculty Spotlight

This item was reported before Item 4 at the beginning of the meeting.

7. President’s Report

- Dr. Ponce presented highlights from the January 10, 2022 Virtual All College Day and gave an overview of the week’s activities.
- Temple College Family Moments to Remember included information about the Drive-By Holiday Luncheon, the Above and Beyond Awards, Dr. John Roueche’s report during All College Week regarding starting a doctoral program at TC beginning this summer, and the Report to the Community publication.
- Ongoing COVID-19 safety guidelines are in place including signs recommending wearing masks indoors and higher levels of building sanitation.
- All faculty, staff, and students are encouraged to use Campus Clear before entering the buildings.
- Administrators and staff welcomed students to campus and distributed masks on the first and second class days.
- Higher Education Emergency Relief Fund (HEERF) financial aid grant funds were awarded to 2,487 students. The individual grant amounts for Spring 2022 were $900 for Dual Credit students, $1,400 for transitional students, and $1,500 for transitional students that were Pell Grant eligible.
- Dr. Ponce provided information on why grants are so important. Grants are so important because they provide the resources to do things and provide services for the college which could not be done otherwise.

- Marketing and Media Relations was left with two vacancies with the retirement of Ellen Davis and Linda Barnes, as well as several major goals left to be addressed. Some of these initiatives include focusing on developing new brochures, expanding outreach to service areas, and developing a new website to allow a better connection for students, among others.

- Two new marketing leaders were introduced and welcomed to the college. Eric Eckert is the new Executive Director, Strategic Communications and Outreach, Development and External Relations, and Zach Oldham is the new Executive Director, Creative Marketing, Development, and External Relations.

- Temple College has entered into a new partnership with The University of Arizona Global Campus (UAGC). This partnership will provide an opportunity for all Temple College associate degree alumni, staff, faculty, and employees’ family members to receive a tuition savings towards a bachelor’s degree.

8. Reports
   A. Faculty Council Report
      Claudia Turner noted that two workshops were presented during Welcome Week, January 202, by the HEB Equity Fellows. Participants were divided into groups to discuss current efforts in support of improving equity on the Temple College Campus and addressed how to effectively improve and support equity. The Faculty Council Report was included in the Board materials.

   B. Academic Affairs and Student Services Reports

      - Dr. Guzmán-Treviño reviewed the Temple College Center for Teaching and Learning mission statement and welcome week sessions and comments. She introduced Dr. Diane Troyer, Leadership Coach, Achieving the Dream. Strategic Priorities were discussed including Teaching and Learning Excellence and Mobility, Workforce Development, Completion (all things completion--to encompass comprehensive completion and transfer pathways, access, persistence, time to completion), Operational Effectiveness, and Equity.

   C. Administrative Services Report

      There were no items for discussion and a report was not given.

   D. Resource Development and External Relations Report

      Dr. Evelyn Waiwairole reported that training and orientation has been held for members of the Temple College Foundation Board. The retirement of Ellen Davis and Linda Barnes have left a valuable void in the Marketing Department.

   E. Board Committees

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

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

3. Policy Committee
   There was no Policy Committee meeting so there is no report this month.

9. New Business
   A. Consideration of Approval of the Annual Financial Audit and Compliance Report for FY 2021
      This item was addressed and approved before Item 4.

   B. Consideration of Approval of Calling the 2022 Trustee Election for May 7, 2022
      The Board was asked to approve a request for the Board to call the 2022 Trustee Election for May 7, 2022. There are 3 positions for appointment in 2022.
      On a motion by Larry Wilkerson, seconded by Lydia Santibanez-Ferrell, and without negative vote, the Board approved calling the 2022 Trustee Election for May 7, 2022 as presented.

   C. Consideration of Approval of an Election Services Contract with the County Elections Officer, State of Texas, County of Bell
      The Board was asked to approve the Election Services Contract with the County Elections Officer, State of Texas, County of Bell, for the 2022 Trustee Election on May 7, 2022.
      On a motion by John Bailey, seconded by Katie Burrows, and without negative vote, the Election Services Contract with the County Elections Officer, State of Texas, County of Bell, was approved as presented.

   D. Consideration of Approval of 2022-2023 Academic Calendar
      The Board was asked to approve the Temple College Academic Calendar 2022-2023. This calendar has been developed in consultation with the Temple College academic and student services leadership, TSTC-Williamson County, and our area independent school districts
      On a motion by Harry Adams, seconded by Lydia Santibanez-Ferrell, and without negative vote, the 2022-2023 Academic Calendar was approved as presented.

   E. Consideration of Approval of Associate of Applied Science, Polysomnography Degree
      This Associate of Applied Science in Polysomnography provides the opportunity for students to earn a high wage in a health care field, and this new credential will fulfill a need in the community. On November 10, 2021, the college Curriculum Committee voted to approve adding this new degree.
On a motion by Dr. Andrejs Avots-Avotins, seconded by John Bailey, and without negative vote, the Associate of Applied Science, Polysomnography Degree was approved as presented.

F. Consideration of Approval of Associate of Science Engineering Technology Degree

This Associate of Science in Engineering Technology is a transferable degree, and this credential aligns with bachelor’s degrees at Texas A&M University-Central Texas and Texas State University. On December 1, 2021, the college Curriculum Committee voted to approve adding this new degree. With Board approval, students may enroll in the program for the fall 2022 semester.

On a motion by John Bailey, seconded by Larry Wilkerson, and without negative vote, the Associate of Science Engineering Technology Degree was approved as presented.

G. Consider adopting a resolution authorizing a Tax Abatement Agreement with Polmer LLC which will abate a percentage of the increases in the taxable value of certain real and personal property located in the Temple Industrial Park.

The Board was asked to adopt a Tax Abatement Agreement with Polmer LLC and to delegate to the President the authority to execute the agreement on behalf of Temple College.

On a motion by Steve Niemeier, seconded by Dr. Andrejs Avots-Avotins, and without negative vote, the Tax Abatement Agreement with Polmer LLC which will abate a percentage of the increases in the taxable value of certain real and personal property located in the Temple Industrial Park was approved as presented.

10. Miscellaneous

There were no miscellaneous items for discussion.

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

An Executive Session was held before Item 4. No items were discussed requiring further 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 9:03 p.m.

NEXT BOARD OF TRUSTEES MEETING:

A Regular Meeting of the Temple College Board of Trustees will be held Monday, February 21, 2022 at 6:00p.m., in the Louise L. Cox Board Room, located in room 916 in the Marc Niglazzio 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
AGENDA ITEM 4-B

Consideration of Approval of Appointment of Full-Time Faculty

Staff Recommendation: Approval

The following individuals are being recommended by the President for appointment as a member of the Full-Time Faculty

★ **Ginger Ketcham**- Assistant Professor-Associate Degree Nursing-Health Professions Division. Ms. Ketcham received a Master of Science in Nursing Education degree from Western Governors University. She has served as a clinical coach and has a desire to work with students. Ms. Ketcham previously worked for Temple College as an Adjunct Instructor in the Associate Degree Nursing program.

★ **Ami Stone** – Associate Professor, Associate Degree Nursing-Health Professions Division. Ms. Stone received a Masters of Science in Nursing Education degree from Indiana State University. She previously taught senior level distance students from Indiana State University. Ms. Stone has also worked for Temple College as an Adjunct Instructor in the Associate Degree Nursing program.
AGENDA ITEM 4-C

Consideration of Approval of Appointment of Full-Time Professional Staff

Staff Recommendation: Approval

The following individuals are being recommended by the President for appointment as members of the Full-Time Professional Staff.

★ Ashli Perkins—Full-Time-IT Support Specialist-Information Technology Services Division—Ms. Perkins received a Master of Business Administration degree from Prairie View A&M University. She works on Temple College’s Hutto campus. Prior to coming to work for us, Ms. Perkins worked as a Help Desk Associate for Lighthouse IT. She has worked in-depth with Microsoft Office.

★ Samuel Tucci—Full-Time-Specialist-Information Technology Infrastructure and Networks—Information Technology Services Division. Mr. Tucci received an Associate of Applied Science in Computer Technology degree from Temple College. He has worked for Temple College since 2015. His previous position was Specialist, Information Technology Support.
AGENDA ITEM-4-D

Consideration of Approval of Appointment of Adjunct Faculty

Staff Recommendation: Approval

The following individuals are being recommended by the appropriate departmental and divisional supervisors, and by the Vice President of Academic Affairs for appointment as members of the Adjunct Faculty.

★ **Carlos Bernal**–Adjunct Professor-EMS, Health Professions Division–Mr. Bernal received a Certificate in EMT from Temple College. He has been employed as a paramedic for the City of Temple EMS since September of 2017

★ **Rusty Holmes, DMA**–Adjunct Professor-Music, Private Lessons Fine Arts Division–Dr. Holmes received a Doctor of Musical Arts, Horn Performance degree from the University of Texas at Austin. He has previous teaching experience working as an assistant for the University of Texas and for Texas State University.

★ **Paula Reeves**–Adjunct Professor–Clinical Teaching Assistant, Nursing–Health Professions Division–Ms. Reeves received a Bachelor of Science in Nursing degree from The University of Texas At Arlington. She has worked as a Registered Nurse for more than ten years and she has a passion for sharing her experience and knowledge with others.

★ **Kelsey Sodek**–Adjunct Professor–EMS, Health Professions Division–Ms. Sodek received an Associate of Applied Science in Emergency Medical Services degree from Temple College. She has over five years of hands on experience working with Emergency Medical Services.

★ **Cynthia Maldonado**–Adjunct Professor-Dental Hygiene, Health Professions Division–Ms. Maldonado received a Bachelor’s Degree in Dental Hygiene from Texas Woman’s University. She has more than 17 years of experience working in the dental field as a dental hygienist.
MEMORANDUM

TO: Dr. Christina Ponce, President

FROM: Brandon Bozon, Vice President, Administrative Services & CFO

DATE: February 10, 2022

RE: Quarterly Equal Employment Opportunity (EEO) Report, 1st Quarter

******************************************************************************

The attached report is part of Temple College’s Strategic Initiative which focuses on employing a diverse, highly qualified workforce. This report is for the 1st Quarter, 2021-2022 Fiscal Year.

The information contained in this report is generated from the NeoEd software and includes summary demographic data for new hires made during the quarters.
<table>
<thead>
<tr>
<th>Ethnicity</th>
<th>Applied</th>
<th>Eligible</th>
<th>Referred</th>
<th>Interviewed</th>
<th>Offered</th>
<th>Hired</th>
</tr>
</thead>
<tbody>
<tr>
<td>White or Caucasian</td>
<td>955 (49%)</td>
<td>749 (50%)</td>
<td>744 (50%)</td>
<td>174 (56%)</td>
<td>82 (40%)</td>
<td>72 (39%)</td>
</tr>
<tr>
<td>Hispanic or Latino</td>
<td>287 (15%)</td>
<td>212 (14%)</td>
<td>211 (14%)</td>
<td>51 (16%)</td>
<td>30 (15%)</td>
<td>28 (15%)</td>
</tr>
<tr>
<td>Black or African American</td>
<td>254 (13%)</td>
<td>202 (13%)</td>
<td>199 (13%)</td>
<td>38 (12%)</td>
<td>20 (9.8%)</td>
<td>20 (11%)</td>
</tr>
<tr>
<td>Two or more races</td>
<td>120 (6.2%)</td>
<td>98 (6.5%)</td>
<td>98 (6.5%)</td>
<td>20 (6.4%)</td>
<td>17 (8.3%)</td>
<td>15 (8.2%)</td>
</tr>
<tr>
<td>Asian</td>
<td>119 (6.1%)</td>
<td>78 (5.2%)</td>
<td>76 (5.1%)</td>
<td>12 (3.8%)</td>
<td>2 (1%)</td>
<td>2 (1.1%)</td>
</tr>
<tr>
<td>I choose not to self-identify.</td>
<td>105 (5.4%)</td>
<td>80 (5.3%)</td>
<td>79 (5.3%)</td>
<td>10 (3.2%)</td>
<td>4 (2%)</td>
<td>3 (1.6%)</td>
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<tr>
<td>Not Answered</td>
<td>98 (5%)</td>
<td>81 (5.4%)</td>
<td>81 (5.4%)</td>
<td>2 (0.6%)</td>
<td>48 (23%)</td>
<td>42 (23%)</td>
</tr>
<tr>
<td>American Indian or Alaskan Native</td>
<td>11 (0.6%)</td>
<td>8 (0.5%)</td>
<td>8 (0.5%)</td>
<td>3 (1%)</td>
<td>1 (0.5%)</td>
<td>1 (0.5%)</td>
</tr>
<tr>
<td>Native Hawaiian or Other Pacific Islander</td>
<td>2 (0.1%)</td>
<td>2 (0.1%)</td>
<td>2 (0.1%)</td>
<td>2 (0.6%)</td>
<td>1 (0.5%)</td>
<td>1 (0.5%)</td>
</tr>
</tbody>
</table>

Percentage of Candidates By Ethnicity
September 01, 2020 - November 30, 2021

![Percentage of Candidates By Ethnicity](chart.png)
### Percentage of Candidates By Gender

**September 01, 2021 - November 30, 2021**

<table>
<thead>
<tr>
<th>Gender</th>
<th>Applied</th>
<th>Eligible</th>
<th>Referred</th>
<th>Interviewed</th>
<th>Offered</th>
<th>Hired</th>
</tr>
</thead>
<tbody>
<tr>
<td>Female</td>
<td>194 (58%)</td>
<td>194 (58%)</td>
<td>192 (57%)</td>
<td>44 (67%)</td>
<td>27 (55%)</td>
<td>25 (54%)</td>
</tr>
<tr>
<td>Male</td>
<td>118 (35%)</td>
<td>118 (35%)</td>
<td>117 (35%)</td>
<td>21 (32%)</td>
<td>10 (20%)</td>
<td>9 (20%)</td>
</tr>
<tr>
<td>Not Answered</td>
<td>20 (5.9%)</td>
<td>20 (5.9%)</td>
<td>20 (6%)</td>
<td>0 (0%)</td>
<td>12 (24%)</td>
<td>12 (26%)</td>
</tr>
<tr>
<td>I choose not to self-identify</td>
<td>5 (1.5%)</td>
<td>5 (1.5%)</td>
<td>5 (1.5%)</td>
<td>1 (1.5%)</td>
<td>0 (0%)</td>
<td>0 (0%)</td>
</tr>
</tbody>
</table>

### Percentage of Candidates By Gender

**September 01, 2020 – November 30, 2021**

- **Applied**: Blue
- **Eligible**: Teal
- **Referred**: Purple
- **Interviewed**: Green
- **Offered**: Pink
- **Hired**: Olive

[Graph showing percentage of candidates by gender for the specified period.]
### Percentage of Candidates By Veteran

**September 01, 2021 - November 30, 2021**

<table>
<thead>
<tr>
<th>Veteran</th>
<th>Applied</th>
<th>Eligible</th>
<th>Referred</th>
<th>Interviewed</th>
<th>Offered</th>
<th>Hired</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>260 (77%)</td>
<td>260 (77%)</td>
<td>257 (77%)</td>
<td>52 (79%)</td>
<td>39 (80%)</td>
<td>36 (78%)</td>
</tr>
<tr>
<td>Yes</td>
<td>77 (23%)</td>
<td>77 (23%)</td>
<td>77 (23%)</td>
<td>14 (21%)</td>
<td>10 (20%)</td>
<td>10 (22%)</td>
</tr>
<tr>
<td>Not Answered</td>
<td>0 (0%)</td>
<td>0 (0%)</td>
<td>0 (0%)</td>
<td>0 (0%)</td>
<td>0 (0%)</td>
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</table>

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**Bar Chart**

- **X-axis**: Veteran
- **Y-axis**: Percentage of Candidates
- **Categories**: Applied, Eligible, Referred, Interviewed, Offered, Hired

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20
AGENDA ITEM 4-F

Consideration of the Approval of the Spring 2022 Part-Time/Overload Salaries for 16- and 1st 8-Weeks

Staff Recommendation: Approval

The Board is asked to approve the Spring 2022 Part-Time/Overload Salaries for 16- and 1st 8-Weeks as submitted by the Vice President of Academic Affairs and Student Services with any necessary corrections.
MEMORANDUM

To: Dr. Christina Ponce

From: Dr. Susan Guzmán-Treviño

Date: February 21, 2022

Re: Spring 2022 Part-Time/Overload Salaries, 16- and 1st 8-Weeks

The Vice President of Academic Affairs and Student Services has reviewed the part-time/overload reports for the 16-week and 1st 8-week classes submitted by the academic and technical divisions and is requesting Board approval of these reports, pending any necessary adjustments.

The table below summarizes the part-time/overload salary costs by division:

<table>
<thead>
<tr>
<th>Division</th>
<th>SPR 2021</th>
<th>SPR 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fine Arts</td>
<td>$89,245.00</td>
<td>$71,061.25</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>$134,389.50</td>
<td>$97,966.65</td>
</tr>
<tr>
<td>Business and Career Professions</td>
<td>$68,953.42</td>
<td>$32,097.88</td>
</tr>
<tr>
<td>Math, Science &amp; Physical Education</td>
<td>$106,310.00</td>
<td>$131,826.25</td>
</tr>
<tr>
<td>Health Professions*</td>
<td>$50,432.00</td>
<td>$44,297.25</td>
</tr>
<tr>
<td>Total</td>
<td>$449,779.92</td>
<td>$377,249.28</td>
</tr>
</tbody>
</table>

* The Health Professions total does not include the hourly rate paid for clinical hours, which is reported on a timesheet and paid throughout the semester.
Statement of Ethics

As a member of the Board, I shall strive to improve community college education, and to that end I shall adhere to all state and federal laws, College District policies, and the ethical standards set out in this policy.

Service

1. I shall attend all regularly scheduled Board meetings insofar as possible and devote time, thought, and study to the duties and responsibilities of a Board member, so that I may render effective and creditable service.

2. I shall bring about desired changes through legal and ethical procedures, upholding and enforcing all applicable statutes, regulations, and court decisions pertaining to community colleges.

3. I shall establish and adhere to policies and practices prohibiting unlawful discrimination, including harassment on the basis of sex, gender, race, color, national origin, religion, age, disability, or any other basis prohibited by law.

Collaboration

4. I shall work with my fellow Board members in a spirit of harmony and cooperation and encourage the free expression of opinion in spite of differences that arise during vigorous debates of points of issue.

I shall base my personal decisions upon all available facts in each situation; vote my honest conviction in every case, unswayed by partisan bias of any kind; and abide by and uphold the final majority decisions of the Board.

Authority

5. I shall remember at all times that as an individual I have no legal authority outside the meetings of the Board, and to conduct my relationships with the College District staff, the local citizenry, and all media of the community on the basis of this fact.

I shall resist every temptation and outside influence to use my position as a Board member to benefit myself or any other individual or agency apart from the total interest of the College District.

Roles

I shall recognize that it is as important for the Board to understand and evaluate the educational program of the College District as it is to plan for the business of College District operations.

I shall delegate the administrative matters of the College District to the College President and support the employment of qualified College District staff.

I shall welcome and encourage active cooperation by citizens, organizations, and the College District media by communicating with
Teamwork

6. I shall support state and national organizations in their efforts to benefit Texas community colleges, such as the Community College Association of Texas Trustees, the Texas Association of School Boards, and the Association of Community College Trustees.

7. I shall work step by step toward ideal conditions for the most effective College District Board service to my community, in a spirit of teamwork and devotion to public education as the greatest instrument for the preservation and the perpetuation of our representative democracy.

REFERENCE: derived from the Association of Community College Trustees Guide to Ethical Governance
Cell Phone Stipend

The appropriate vice president shall approve a cell phone stipend for an employee whose duties require that he or she be immediately available outside of his or her assigned work schedule in accordance with administrative procedures.

The stipend shall not exceed $25 per month for a voice-only device or $50 per month for a voice/data device. The type of stipend shall be determined based on the individual employee’s job requirements. The employee shall be responsible for the purchase of the device.

The cell phone stipend shall be paid through the College District’s payroll procedures and shall be subject to all applicable taxes.

If an employee cancels his or her cell phone contract, the College District shall cease payment of the cell phone stipend.

The employee’s supervisor is responsible for an annual review of the business need for a cell phone stipend to determine if stipends should be changed or discontinued.

Tuition Benefit

A full-time employee, the employee’s spouse, and the employee’s dependent children under the age of 24 shall each be eligible for free College District tuition and any associated activity, technology, distance education, and record fees in accordance with the eligibility schedules below and administrative procedures. Laboratory and any other miscellaneous fees shall be the responsibility of the enrolled employee, spouse, or dependent children.

<table>
<thead>
<tr>
<th>Employee Only</th>
<th>Semester Credit Hours</th>
<th>Semester Credit Hours Per Fiscal Year</th>
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</thead>
<tbody>
<tr>
<td>Employee</td>
<td>6</td>
<td>18</td>
</tr>
<tr>
<td>Employee’s Spouse</td>
<td>6</td>
<td>18</td>
</tr>
<tr>
<td>Employee’s Dependent Children (under age 24)</td>
<td>6</td>
<td>18</td>
</tr>
</tbody>
</table>
### Married Employees

<table>
<thead>
<tr>
<th></th>
<th>Semester Credit Hours</th>
<th>Semester Credit Hours Per Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Each Employee</td>
<td>12</td>
<td>36</td>
</tr>
<tr>
<td>Employees’ Dependent Children (under age 24)</td>
<td>12</td>
<td>36</td>
</tr>
</tbody>
</table>

### Parent/Child Employees

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<thead>
<tr>
<th></th>
<th>Semester Credit Hours</th>
<th>Semester Credit Hours Per Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee (parent)</td>
<td>6</td>
<td>18</td>
</tr>
<tr>
<td>Employee’s (parent) Spouse</td>
<td>6</td>
<td>18</td>
</tr>
<tr>
<td>Employee’s Dependent Children (under age 24 and not employed by College District)</td>
<td>6</td>
<td>18</td>
</tr>
<tr>
<td>Employee’s Dependent Children (under age 24 and employed by College District)</td>
<td>12</td>
<td>36</td>
</tr>
<tr>
<td>Employee’s Children (age 24 and older and also employed by College District)</td>
<td>6</td>
<td>18</td>
</tr>
</tbody>
</table>
### Spouses and Child Employed

<table>
<thead>
<tr>
<th></th>
<th>Semester Credit Hours</th>
<th>Semester Credit Hours Per Fiscal Year</th>
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</thead>
<tbody>
<tr>
<td>Employee (each parent)</td>
<td>12</td>
<td>36</td>
</tr>
<tr>
<td>Employee’s Dependent Children (under age 24 and not employed by College District)</td>
<td>12</td>
<td>18</td>
</tr>
<tr>
<td>Employee’s Dependent Children (under age 24 and employed by College District)</td>
<td>12</td>
<td>36</td>
</tr>
<tr>
<td>Employee’s Children (age 24 and older and also employed by College District)</td>
<td>6</td>
<td>18</td>
</tr>
</tbody>
</table>
EMPLOYEE STANDARDS OF CONDUCT
CHILD ABUSE AND NEGLECT REPORTING

DHC
(LOCAL)

DATE ISSUED: 12/10/2020
UPDATE 40
DHC(LOCAL)-AJC

Reporting

Any person who has cause to believe that a child’s physical or mental health or welfare has been adversely affected by abuse or neglect has a responsibility under state law to immediately report the suspected abuse or neglect to an appropriate authority.

As defined in state law, child abuse and neglect include both sex and labor trafficking of a child.

A professional who has cause to believe that a child has been or may be abused or neglected or may have been a victim of indecency with a child has an additional legal obligation to submit a written or oral report within 48 hours of learning of the facts giving rise to the suspicion of abuse or neglect. A “professional” is anyone licensed or certified by the state who has direct contact with children in the normal course of duties for which the individual is licensed or certified.

A person is required to make a report if the person has cause to believe that an adult was a victim of abuse or neglect as a child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

Making a Report

Reports may be made to any of the following:

1. A state or local law enforcement agency;
2. The Child Protective Services (CPS) division of the Texas Department of Family and Protective Services (DFPS) at (800) 252-5400 or the Texas Abuse Hotline Website;
3. A local CPS office; or
4. If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility.

An individual does not fulfill the person’s responsibilities under the law by only reporting suspicion of abuse or neglect to the College President or another College District staff member. The College District shall not require an employee to first report the employee’s suspicion to a College District or campus administrator.
Confidentiality

In accordance with state law, the identity of a person making a report of suspected child abuse or neglect shall be kept confidential and disclosed only in accordance with the rules of the investigating agency.

Immunity

A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

Failure to Report

By failing to report suspicion of child abuse or neglect, an employee:

1. May be placing a child at risk of continued abuse or neglect;
2. Violates the law and may be subject to legal penalties, including criminal sanctions for knowingly failing to make a required report; and
3. Violates Board policy and may be subject to disciplinary action, including possible termination of employment.

It is a criminal offense to coerce someone into suppressing or failing to report child abuse or neglect.

Responsibilities Regarding Investigations

In accordance with law, College District officials shall be prohibited from:

1. Denying an investigator’s request to interview a child on campus in connection with an investigation of child abuse or neglect;
2. Requiring a parent or College District employee be present during the interview; or
3. Coercing someone into suppressing or failing to report child abuse or neglect.

College District personnel shall cooperate fully and without parental consent with an investigation of reported child abuse or neglect.

Adverse Employment Action Prohibited

The College District prohibits any adverse employment action, including termination or discrimination, against any employee who in good faith reports child abuse or neglect or participates in a related investigation.

Training

The College District shall provide training to employees as required by law. Training shall address reporting requirements and techniques to prevent and recognize sexual abuse, trafficking, and all other maltreatment of children.

1 Texas Abuse Hotline Website: https://www.txabusehotline.org
At-Will Employees

An at-will employee may be suspended by the College President or designee during an investigation of alleged misconduct by the employee or at any time the College District determines that the College District’s best interest will be served by the suspension.

An at-will employee shall not be paid while serving a suspension unless required by law.

Term Contract Employees

Suspension with Pay

A term contract employee/faculty member may be suspended with pay and placed on administrative leave by the College President during an investigation of alleged misconduct or at any time the College President determines that the College District’s best interest will be served by the suspension.

Suspension without Pay

A term contract employee/faculty member may be suspended without pay for good cause as determined by the Board following a hearing held for that purpose in accordance with the procedures applicable to the mid-contract termination of an employee [see DMAA(LEGAL) Term Contracts –Termination Mid-Contract].
An employee/faculty member may be terminated mid-contract for proper cause.

Appeals related to this policy may be submitted through DGBA (LOCAL)-Personnel-Management Relations – Employee Grievances, beginning at the appropriate level.

Alternatively, a faculty member, as defined by Education Code 51.960, may first present a grievance under Section 51.960 to the vice president of administrative services on an issue related to the termination of the faculty member’s contract.

It is required that the faculty member file a request to present the grievance within ten business days after receiving notice of contract termination.

Once a request to present a grievance has been filed, the conference shall be scheduled within seven business days.

The faculty member may appeal the decision of the vice president of administrative services in accordance with DGBA (LOCAL) beginning at the appropriate level.

A contracted, non-faculty employee may present a grievance on an issue related to the termination of his or her contract in accordance with the procedures set forth in DGBA (LOCAL).
Temple College will consider the educational quality of the College before any decision is made for a reduction in force.

Definitions

Definitions used in this policy are as follows:

1. “Reduction in force (RIF)” means the dismissal of an instructor, professor, administrator, or other professional employee before the end of a contract term for reasons of financial exigency or program change. Nonrenewal of an employee’s term contract is not a “reduction in force” as used in this policy.

2. “Financial exigency” means any decline in the Board’s financial resources brought about by decline in enrollment, cuts in funding, decline in tax revenues, or any other actions or events that create a need for the College District to reduce financial expenditures for personnel.

3. “Program change” means any elimination, curtailment, or reorganization of a curriculum offering, program, or College District operation because of a lack of student response to particular course offerings, legislative revisions to program funding, or a reorganization or consolidation of two or more divisions or departments.

General Grounds for Dismissal

All contracts and tenure documents shall, unless excepted by the Board, contain a provision that a reduction in force may take place when the Board determines that a financial exigency or program change requires that the contract or tenure of one or more instructors, administrators, or other professional employees be terminated. Such a determination constitutes the necessary cause for dismissal.

Employment Areas

A reduction in force may be implemented in one, several, or all employment areas. Employment areas shall be defined as:

1. Administration.
2. Associate degree programs.
3. Certificate degree programs.
4. Remedial and other programs.
5. Academic support programs, such as library or computer programs.
6. Counseling and support programs.
7. Other noninstructional professional staff.

Criteria for Decisions
Using the following criteria, the College President shall determine which particular employees shall be terminated and shall submit the recommendation to the Board:

1. Certification: Appropriate degree certificate and/or endorsement for current assignment required by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) or the Coordinating Board.

2. Performance: Employee's effectiveness as reflected by the most recent written evaluations and/or other appraisal documentation.

3. Seniority: Years of service to the College, division or department, depending on the scope of the reduction in force.
   a. A tenured faculty member shall have Seniority over a non-tenured faculty member, regardless of their respective years of service to the College, division, or department.
   b. Whenever the decision to reduce in force involves one or more tenured faculty members, Seniority within the department or program area should be given preference over seniority in the College.

4. Professional Background: Professional education and work experience related to the current assignment.

These criteria are listed in order of importance. The College President shall apply them sequentially to the selected employment areas until the number of staff reductions necessary have been identified, i.e., if all necessary reductions can be accomplished by applying the certification criteria, it is not necessary to apply the performance or subsequent criteria.

Note: Seniority will be considered after Professional Background if it can be clearly demonstrated by the Division Director, and appropriate Vice President that the consideration of Seniority ahead of Professional Background would damage the department’s ability to offer essential courses and programs or perform essential functions.

Board Action

After considering the College President’s recommendation, the Board shall determine which employees shall be dismissed. Each employee shall be given a statement of the reasons and conditions requiring such dismissal and shall, upon request, be given a hearing in accordance with the policy for termination during his or her
contract. [See DMAA-Term Contracts –Termination Mid-Con-
tract and DMB-Termination of Employment--Tenure]

Appeals

Appeals of a dismissal due to a reduction in force shall be handled through the hearing afforded under DMAA or DMB, as appropriate, rather than the grievance policy.

Exception

Appeals of a dismissal due to a reduction in force of a former foster child entitled to an employment preference shall be handled through the hearing afforded under DC. [See DC-Employment Practices]

Rights of Employees

Subject to RIF

An employee dismissed pursuant to this policy, if subsequently re-employed by the College District, shall be credited with the amount of local sick leave that had accrued at the time of dismissal.

Reemployment

Upon written request, an employee dismissed pursuant to this policy shall be notified in writing of any subsequent availability of the position for a period of one calendar year following the effective date of such dismissal. The notice shall be mailed to the address that was on file for the former employee at the time of dismissal, unless the College District has been notified in writing of a change of address. A former employee so notified must respond to the Board in writing within ten calendar days of receipt of such notification if the person wishes to be considered for the position. Any individual who responds shall be considered for employment on the same basis as all other applicants.
To: Dr. Ponce & Board of Trustees

From: Brandon Bozon

Date: February 21, 2022

Re: Approval of Amendment to the FY 2022 Budget

Recently, Temple College has been awarded numerous grants to develop new programs and to assist students in existing programs. A budget amendment is proposed to appropriate the grant funds and recognize the associated grant revenue.

Temple College is a subrecipient of a Texas Reskilling and Upskilling for Education (TRUE) Grant that was awarded to Austin Community College. TC will be designing an Advanced Manufacturing program and purchasing the needed equipment with the grant funds. The amount being passed through to TC is $982,775.

Temple College was directly awarded a TRUE grant to develop a Polysomnography Technician program. The grant award is $498,384.

AETNA awarded Temple College a grant for assisting students in the Certified Nursing Aide Program with tuition, supplies, and various fees. The grant award is $50,000.

American Association of Community Colleges awarded a Cyber Skills for All grant to Temple College for $20,000. This grant will be used to expand our cybersecurity programs to include offering summer camps.

Temple College received an Accelerating Credentials of Purpose and Value grant to offer classes in neuro-diagnostic technology and enhance the polysomnography training area. The grant award is $491,800.

College Credit for Heroes is an existing, multi-year grant that was included in the FY22 budget development process. However, during budget creation, the anticipated expenditures are estimated and will vary from the actual amount remaining as available after FY21 closes. This amendment is a reduction of the budgeted amounts by $15,327 to indicate actual grant program funds remaining, as well as a reallocation among expenditure categories. It is not a return of grant funds.
The attached proposed budget amendment would recognize the anticipated revenues and expenditures, both calculated at $2,027,632 and will have a net zero effect on the overall budget.

Recommendation: Approve amendment to the FY 2022 budget to appropriate grant funds received for TRUE Advanced Manufacturing, TRUE Polysomnography, AETNA Certified Nursing Aide, AACC Cyber Skills for All, and THECB Accelerating Credentials of Purpose and Value grants, and to true up the College Credit for Heroes grant.
# TRUE Advanced Manufacturing

## Revenues

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>21-01-0-01-160101-400863</td>
<td>Other State Grants : TRUE ACC Consortium Grant $ 982,775.00</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>$ 982,775.00</strong></td>
</tr>
</tbody>
</table>

## Expenditures

<table>
<thead>
<tr>
<th>Accounts</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>21-01-1-46-160101-501000</td>
<td>Fac.Sal.-Full Time : TRUE ACC Consortium Grant $ 171,500.00</td>
</tr>
<tr>
<td>21-01-1-46-160101-601020</td>
<td>Non Comp Equip Under $5000 : TRUE ACC Consortium Grant $ 152,129.00</td>
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<tr>
<td>21-01-1-46-160101-603000</td>
<td>Oper Exp : TRUE ACC Consortium Grant $ 22,398.00</td>
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<td>21-01-1-46-160101-603451</td>
<td>Software Lease/Maint.-Other : TRUE ACC Consortium Grant $ 4,783.00</td>
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<td>21-01-1-46-160101-603817</td>
<td>Consultant Costs : TRUE ACC Consortium Grant $ 1,780.00</td>
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<td>21-01-1-46-160101-603823</td>
<td>Marketing/Advertising : TRUE ACC Consortium Grant $ 7,362.00</td>
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<td>21-01-1-46-160101-732800</td>
<td>Equip.(Grant) $5000 &amp; Over : TRUE ACC Consortium Grant $ 622,823.00</td>
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<tr>
<td><strong>Grand Total</strong></td>
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## TRUE Polysomnography

### Revenues

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<td>21-01-0-01-480600-400867</td>
<td>TRUE Polysomnography Grant : Polysomnography $ 498,384.00</td>
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<td><strong>Grand Total</strong></td>
<td><strong>$ 498,384.00</strong></td>
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</tbody>
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### Expenditures

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<thead>
<tr>
<th>Accounts</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>21-01-1-48-480600-501000</td>
<td>Fac.Sal.-Full Time : Polysomnography $ 49,955.00</td>
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<td>Fac.Sal.-Parttime : Polysomnography $ 26,000.00</td>
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<td>21-01-1-48-480600-502110</td>
<td>Adm Salaries FT : Polysomnography $ 10,000.00</td>
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<td>21-01-1-48-480600-504102</td>
<td>TRS Non-State : Polysomnography $ 6,192.00</td>
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<td>21-01-1-48-480600-504200</td>
<td>Soc.Sec. : Polysomnography $ 6,112.00</td>
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<td>21-01-1-48-480600-504302</td>
<td>Medical Non-State : Polysomnography $ 3,940.00</td>
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<td>Non Comp Equip Under $5000 : Polysomnography $ 3,400.00</td>
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<td>21-01-1-48-480600-603000</td>
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<td>21-01-1-48-480600-603817</td>
<td>Consultant Costs : Polysomnography $ 30,000.00</td>
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<td>Marketing/Advertising : Polysomnography $ 10,000.00</td>
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<td>21-01-1-48-480600-732800</td>
<td>Equip.(Grant) $5000 &amp; Over : Polysomnography $ 268,785.00</td>
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<td>21-01-8-81-480600-609225</td>
<td>Grant Scholarships - Other : Polysomnography $ 75,000.00</td>
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<tr>
<td><strong>Grand Total</strong></td>
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## AETNA Certified Nursing Aide Program

### Revenues

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<td>23-01-0-03-433114-402158</td>
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<tr>
<td><strong>Grand Total</strong></td>
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<td><strong>$50,000.00</strong></td>
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### Expenditures

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<td>Marketing/Advertising</td>
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<td>23-01-8-81-433114-609225</td>
<td>Grant Scholarships</td>
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<td><strong>Grand Total</strong></td>
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<td><strong>$50,000.00</strong></td>
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### AACC Cyber Skills for All

#### Revenues

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#### Expenditures

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<td><strong>Grand Total</strong></td>
<td><strong>$20,000.00</strong></td>
</tr>
</tbody>
</table>
# THECB Accelerating Credentials

## Revenues

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>21-01-0-01-480101-400868</td>
<td>THECB Grants : THECB Accel Credentials Grant</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>$491,800.00</strong></td>
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</table>

## Expenditures

<table>
<thead>
<tr>
<th>Accounts</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>21-01-4-48-480101-501000</td>
<td>Fac.Sal.-Full Time : THECB Accel Credentials Grant</td>
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<tr>
<td>21-01-4-48-480101-603451</td>
<td>Software Lease/Maint.-Other : THECB Accel Credentials Grant</td>
</tr>
<tr>
<td>21-01-4-48-480101-603010</td>
<td>Consultants : THECB Accel Credentials Grant</td>
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<tr>
<td>21-01-4-48-480101-601000</td>
<td>Supplies : THECB Accel Credentials Grant</td>
</tr>
<tr>
<td>21-01-4-48-480101-603210</td>
<td>Market/Advertising : THECB Accel Credentials Grant</td>
</tr>
<tr>
<td>21-01-4-48-480101-502120</td>
<td>Adm Salaries PT : THECB Accel Credentials Grant</td>
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<td><strong>Grand Total</strong></td>
<td><strong>$491,800.00</strong></td>
</tr>
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</table>
## College Credit for Heroes

### Revenues

<table>
<thead>
<tr>
<th>Account</th>
<th>Original</th>
<th>Revised</th>
<th>Amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>24-01-0-02-164122-401820 College Credit for Heroes : College Credit for Heroes 21-22</td>
<td>$111,567.00</td>
<td>$96,240.00</td>
<td>$(15,327.00)</td>
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<td></td>
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### Expenditures

<table>
<thead>
<tr>
<th>Accounts</th>
<th>Original</th>
<th>Revised</th>
<th>Amendment</th>
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</thead>
<tbody>
<tr>
<td>24-01-3-60-164122-502815 College Credit for Heroes 21-22 : Salaries-Professional</td>
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<td>$(2,833.00)</td>
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<tr>
<td>24-01-3-60-164122-502842 College Credit for Heroes 21-22 : Salaries-Administrative</td>
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<td>24-01-3-60-164122-601801 College Credit for Heroes 21-22 : Supplies</td>
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<td>$(12,845.00)</td>
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<td>24-01-3-60-164122-602820 College Credit for Heroes 21-22 : Travel</td>
<td>$800.00</td>
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</tr>
<tr>
<td>Grand Total</td>
<td></td>
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<td>$(15,327.00)</td>
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</table>
## TEMPLE COLLEGE
### MONTHLY INVESTMENT REPORT
### PUBLIC FUNDS INVESTMENT DISCLOSURE REPORT
### January 2022

<table>
<thead>
<tr>
<th>Cash and Cash Equivalents</th>
<th>Book/Market Value 12/31/2021</th>
<th>Receipts</th>
<th>Interest Earnings</th>
<th>Distributions</th>
<th>Book/Market Value 1/31/2022</th>
<th>Operating Funds</th>
<th>Restricted Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>BBVA Compass - Money Market</td>
<td>0.01%</td>
<td>$20,003</td>
<td>$4,125,921</td>
<td>$1</td>
<td>$4,125,922</td>
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<td>$20,002</td>
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<tr>
<td>BBVA Compass - Operating Account</td>
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<td>$3,090,890</td>
<td>$7,756,047</td>
<td>$0</td>
<td>$5,722,681</td>
<td>$5,124,257</td>
<td>$2,574,891</td>
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<tr>
<td>BBVA Compass - Student Refund Account</td>
<td>0.00%</td>
<td>$2,197,599</td>
<td>$705,898</td>
<td>$0</td>
<td>$25,934</td>
<td>$2,877,562</td>
<td>$2,877,562</td>
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<tr>
<td>BBVA Compass - Federal Funds Account</td>
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<td>$526,781</td>
<td>$982,468</td>
<td>$0</td>
<td>$1,266,368</td>
<td>$242,881</td>
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<tr>
<td>BBVA Compass - Payroll Account</td>
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<td>$2,387,002</td>
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<td>$2,738,588</td>
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<td>$500</td>
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<tr>
<td>BBVA Compass - Plant Account</td>
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<td>$2,215,822</td>
<td>$3,034,776</td>
<td>$0</td>
<td>$3,000,000</td>
<td>$2,250,598</td>
<td>$2,250,598</td>
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<tr>
<td>Petty Cash</td>
<td>0.00%</td>
<td>$3,250</td>
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<td>$0</td>
<td>$3,250</td>
<td>$3,250</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Subtotal Cash and Cash Equivalents**

| Total | $8,406,430 | $18,992,112 | $1 | $16,879,493 | $10,519,050 | $7,726,803 | $2,792,246 |

<table>
<thead>
<tr>
<th>Cash in Investment Pools</th>
<th>Book/Market Value 12/31/2021</th>
<th>Receipts</th>
<th>Interest Earnings</th>
<th>Distributions</th>
<th>Book/Market Value 1/31/2022</th>
<th>Operating Funds</th>
<th>Restricted Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>TexasClass (MBIA) - Bond Reserves</td>
<td>0.10%</td>
<td>$2,855,779</td>
<td>$3,000,000</td>
<td>$295</td>
<td>$0</td>
<td>$5,856,075</td>
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<tr>
<td>2021 Texas Class</td>
<td>0.10%</td>
<td>$124,933,796</td>
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<td>$10,241</td>
<td>$0</td>
<td>$124,944,037</td>
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<tr>
<td>TexasClass (MBIA) - Building Improvement Funds</td>
<td>0.10%</td>
<td>$6,858,403</td>
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<td>$710</td>
<td>$0</td>
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<td>$6,859,113</td>
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<tr>
<td>TexasClass (MBIA) - Operating Account</td>
<td>0.10%</td>
<td>$10,311,688</td>
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<td>$920</td>
<td>$0</td>
<td>$12,312,608</td>
<td>$12,312,608</td>
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<tr>
<td>TexasClass (MBIA) - Board of Trustees Fund</td>
<td>0.10%</td>
<td>$2,112,574</td>
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<td>$173</td>
<td>$0</td>
<td>$2,112,747</td>
<td>$2,112,747</td>
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<tr>
<td>Texpool - Building Improvement Funds</td>
<td>0.00%</td>
<td>$1,032</td>
<td>$0</td>
<td>$0</td>
<td>$1,032</td>
<td>$1,032</td>
<td>$0</td>
</tr>
<tr>
<td>Texpool - Operating Account</td>
<td>0.00%</td>
<td>$1,042</td>
<td>$0</td>
<td>$0</td>
<td>$1,042</td>
<td>$1,042</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Subtotal Cash in Investment Pools**

| Total | $147,074,315 | $5,000,000 | $12,339 | $0 | $152,086,653 | $21,286,542 | $130,800,112 |

| Total Cash, Cash Equivalents and Investments | $155,480,745 | $23,992,112 | $12,339 | $16,879,493 | $162,605,703 | $29,013,345 | $133,592,358 |

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

Signed:

Vice President Administrative Services/CFO
<table>
<thead>
<tr>
<th></th>
<th>CURRENT FISCAL YEAR</th>
<th></th>
<th></th>
<th>PRIOR FISCAL YEAR</th>
<th></th>
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<tr>
<td></td>
<td>Budget 1/31/22</td>
<td>Actual 1/31/22</td>
<td>% Actual to Budget</td>
<td>Budget 1/31/21</td>
<td>Actual 1/31/21</td>
<td>% Actual to Budget</td>
</tr>
<tr>
<td>Educational &amp; General</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Funds</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>State Appropriations</td>
<td>9,230,615</td>
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<td>41%</td>
<td>9,330,815</td>
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<tr>
<td>State Grants &amp; Contracts</td>
<td>965,498</td>
<td>83,632</td>
<td>9%</td>
<td>1,624,457</td>
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<tr>
<td>Federal Funds</td>
<td></td>
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<tr>
<td>Federal Grants</td>
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<tr>
<td>Local Funds</td>
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<td></td>
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<tr>
<td>Private Grants, Gifts, &amp; Contracts</td>
<td>2,770,142</td>
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<td>4,002,540</td>
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<tr>
<td>Exemptions, Waivers, &amp; Discounts</td>
<td>(2,425,732)</td>
<td>(1,980,482)</td>
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<td>(2,201,469)</td>
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<tr>
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<td>531,401</td>
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<tr>
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<td>Transfers from OA to Other Funds</td>
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<tr>
<td>Use Fees</td>
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<td>(215,000)</td>
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<td>Total Transfers from OA to Other Funds</td>
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<td>(4,809,624)</td>
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<td>(3,661,679)</td>
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<tr>
<td>Auxiliary Enterprises</td>
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<td>5,702</td>
<td>114%</td>
<td>12,800</td>
<td>1,128</td>
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<tr>
<td>TOTAL REVENUES</td>
<td>50,292,395</td>
<td>30,779,305</td>
<td>61%</td>
<td>46,793,964</td>
<td>30,101,545</td>
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<td></td>
</tr>
<tr>
<td>Educational &amp; General</td>
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<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>15,522,189</td>
<td>6,002,583</td>
<td>39%</td>
<td>14,820,743</td>
<td>5,889,410</td>
<td>40%</td>
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<tr>
<td>Public Service</td>
<td>1,326,746</td>
<td>405,612</td>
<td>31%</td>
<td>1,879,925</td>
<td>695,060</td>
<td>37%</td>
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<tr>
<td>Academic Support</td>
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<td>Student Services</td>
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<tr>
<td>Physical Plant</td>
<td>3,414,134</td>
<td>1,302,892</td>
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<td>3,139,940</td>
<td>889,511</td>
<td>28%</td>
</tr>
<tr>
<td>Total Educational &amp; General</td>
<td>38,334,310</td>
<td>16,457,809</td>
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<td>34,548,676</td>
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<td>39%</td>
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<td>Student Aid</td>
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<td>10,974,162</td>
<td>4,599,199</td>
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<td>Contingency for Unexpected Expenditures</td>
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<tr>
<td>TOTAL EXPENDITURES</td>
<td>50,292,395</td>
<td>23,959,925</td>
<td>48%</td>
<td>46,793,964</td>
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<td>NET DIFFERENCE</td>
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<td>6,819,380</td>
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<td>0</td>
<td>11,557,116</td>
<td></td>
</tr>
</tbody>
</table>
AGENDA ITEM 8-A

Reports: Faculty Council

Staff Recommendation: No Action Required

Claudia Turner, President of the Temple College Faculty Council, will present the February 2022 report on Faculty Council activities.
At 0800 hours on a cold Saturday morning in January, seven (7) members of the Health Professions (HP) Division Team met in a classroom in the Instructional Services Center waiting for final instructions. Today was the day for which they had prepared. Today they would see the fruits of their labors. TODAY was the day the school buses would arrive on campus with high school students from surrounding areas wearing the Skills USA red blazer and black slacks uniform or the official Skills USA royal blue scrubs. Today was the 2022 Skills USA Texas D-10 Leadership & Skills Conference hosted by Temple College.

As the HP group received the large 9 x 12-inch envelopes containing the names of the competitors and the grading rubrics for the individual events, the group compared notes. Nancy Eaton, Nursing Simulation Coordinator conferred with Assistant Professor Jamie Germond about the Basic Health Skills and Nursing Assistant competitions they were judging. Each had numerous skills to be evaluated and discussed how to work together to accomplish all tasks.

Penny Engelking, Associate Professor, Emergency Medical Services talked with Jeff Fritz, Emergency Medical Services Department Chair, about the CPR First Aid competition. Claudia Turner, Lead Instructor for Associate Degree Nursing chatted with Neil Coker, Director Simulation Teaching & Research, about the medical terminology and health professions portfolio competitions. Bobby Steele, Assistant Professor, Emergency Medical Services, was back at the HP Building preparing for the CERT competition.

Once the briefing with Division Director Stephen Phelps of Business Management was completed, the group traveled to the HP building to make final preparations. Equipment from the nursing simulation lab was brought to the HP building, final touches to the room set-ups were completed, and the group was excited and ready to get the competition underway!

Students arrived by high school groups and were directed to their individual competitions for the first activity of the day. A variety of competitors participated including one visually impaired student for whom assistance was provided by the college. The HP Division team were the judges for the events and scored the competitors by assigning performance points as determined by the rating criteria forms supplied by Skills USA.

Some students competed in one event while others competed in a number of events. Five (5) students competed in the Medical Terminology Competition which was comprised of a written exam consisting of four sections: prefixes, suffixes, abbreviations, and word roots. They also received points for providing a resume and professional dress (Skills USA scrubs or uniform). They took the written test (developed by Turner) which was graded. Performance points were assigned based on the rubric provided by Skills USA. Claudia Turner met with each student to review their exam performance and provide suggestions to improve in the future. The most frequent feedback to competitors was “do not change your answers”. 😊😊

Jamie Germond and Claudia Turner rated the Health Occupations Professional Portfolio competition. This purpose of this competition is to “recognize students for their successful development of a professional portfolio and to evaluate the ability of an individual to present himself or herself to an employer using effective communication skills.” One student submitted a portfolio which was rated by Germond and Turner. The criteria evaluated states: “Create a portfolio notebook that effectively describes health occupation skills attained and meets the structured guidelines established by the contest technical committee.” There were a few moments of panic when the student reported she had turned in her portfolio but we didn’t have it. After a quick phone call to Stephen Phelps, it was determined the competitor had submitted her HP portfolio in the wrong
competition – one of the criminal justice competitions. As is always true with the TC team, the
missing portfolio was quickly found and transported to the HP building via golf cart so it could be
evaluated. The portfolio was rated according to the rubric provided and feedback was given to the
student on how to improve the entry.

**Claudia Turner** and **Neil Coker** rated the HP Display Panel Job Exhibit. The purpose of this
competition is to “encourage students currently enrolled in a health occupations / sciences CTE
program to enter a display describing a technical skill learned in their health field program.” One
student entered this contest. Judging criteria included: “Exhibit Construction – Layout Esthetically
Pleasing (40 points); Neatness of the Panel, Clarity of Task / Skill, Safe Practices Noted (50 points);
Originality & Quality of Information (40 points); Technical Skill displayed is typical to the health field
(60 points) for a total of 200 points. Another 200 points was determined from the Notebook that
was also submitted using a rating sheet with criteria including a resume, introduction, materials list
for project, timeline photos & documentation, a narrative that adequately explained the steps in the
project, and a bibliography. In addition, the notebook needed to describe the job or occupation for
which the project was most utilized and how the project met the standards associated with that
profession. This entry was on blood typing. The rating score as well as feedback for improvement
was provided to the competitor.

One of the busiest competitions was the CPR First Aid event. **Penny Engelking** rated competitor
after competitor, many of whom were competing not only in this event but some of the criminal
justice events as well. Those students were escorted back to ISC so they could complete those
events after CPR First Aid. Penny was definitely the first to start and the last to finish. This was a
popular event!

One of the more exciting events found **Jeff Fritz** and **Bobby Steele** outside in the fields in and
around the baseball / softball diamonds. This competition is CERT (Community Emergency
Response Team). Two volunteer “victims” were placed for the high school search team to find.
The team was rated on their ability to not only find the victims but also rescue the victims without
further injury while maintaining team safety. One victim was found quickly. On victim remained
missing for awhile before the team discovered him. There was adrenaline flowing to find the missing
victim but the team was successful in the end!

During the competition, **Stephen Phelps** brought **Jake Lopez, High School Skills USA Texas
Association Director from Arlington, TX**, on a tour to see the competitors in action. Top scoring
competitors in the Temple College event will progress to the Texas State Conference. Winners
from that event will move on to the national competition.

While there were not as many competitors as we anticipated (due to Covid), the groups were
professional, respectful, and displayed their excitement to compete! They were a joy with which to
work! Thanks to **Stephen Phelps** who was on call during the competition to answer questions or
to address concerns.

As with all HP events, the group informally debriefed when all the competitors were finished. We
discussed how to improve our performance and how we can make next year even better! Thanks to
**Nancy, Jamie, Penny, Jeff, Bobby, Neil, and Claudia** for volunteering their Saturday to make this
HP event a success!
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
Provost, Academic Affairs and Student Services

To: Dr. Christina Ponce
From: Dr. Susan Guzmán-Treviño
Subject: February 2022 Academic Affairs and Student Services Report

ACADEMIC AFFAIRS AND STUDENT SERVICES REPORT

STUDENT SPOTLIGHT: We will feature the Temple College SkillsUSA STEM Club students who will highlight their accomplishments.

OUTSTANDING FACULTY SPOTLIGHT: Dr. Sandra Melendez, Department Chair, Engineering Technology, will share her role as STEM Club Advisor and Engineering Technology faculty.

EAST WILLIAMSON COUNTY HIGHER EDUCATION CENTERS (EWCHEC)
• Spring classes are well underway, and staff at both Taylor and Hutto have been busy assisting local high schools with preparations for graduating seniors seeking college admission. Most presentations and student meetings are being held in person at area high schools. Appointments and virtual meetings are also available at the Centers.
• The Centers are collecting warm coats and clothing for distribution to students in need. Hutto and Taylor Enrollment and staff as well as Gay Straight Alliance (GSA) faculty sponsors are available to help students “shop” for items on an individual basis.
• Student life events this month will focus on American Heart Association “Heart Health” Awareness as well as Valentine’s Day.
• EWCHEC student and community events this month:
  o February 4 – University of Arizona – Global Campus Presentation
  o February 9 – Hutto Chamber of Commerce Luncheon
  o February 10 – City of Hutto Power Breakfast
  o February 12 – Hippo Nation University Presentation for Hutto ISD
  o February 16 – Taylor Executive Luncheon Meeting
  o February 16 – East View High School tour

INSTITUTIONAL EFFECTIVENESS
Grants
• Met with Becky Musil to discuss reporting needs for Trellis and Reskilling grants.
• Attended Career and Technical Education (CTE) faculty meeting for Perkins to provide data support to Dr. Keeling-Olson.
• Pulled data for CTE students to forward to department chairs. Unfortunately, it appears the Special Populations report created by Hatem Akl is not pulling spring 2022 students.

Adhoc Data Requests

• Public data request for college apartments, wanting to review current student list.
• Dr. Sara Baker requested Visual Arts majors and their contact information for student communication.
• Dr. Sandra Melendez requested declared majors for her department to ensure students are in the correct classes.
• Data request from Becky Musil for spring 2022 adult learner data contact information.
• Research data pulled for Matthew Wolfe of the Math Lab and data for all students in the same courses. The focus is to show whether students visiting the Math Lab has a positive impact on student grades. We were able to show that.
• Data requested from SACS-COC of data previously reported to IPEDS from fall 2021. While the request was unclear initially, Carey Rose and Joy Row were able to determine which IPEDS reports and which data they wanted.
• Data pull of all spring and summer courses, their location, times, and faculty members for DeDe Griffith.
• Data request from Kim Sebek for Physical Education (PHED) courses during summer and fall 2021.
• Phi Theta Kappa (PTK) eligibility request for Michael Pilgrim. It appears that Grade Point Average (GPA) and attempted credits have moved inside of the Colleague tables. These are no longer pulling from Zogotech.
• Two data requests for Josh Wilson in CIS, both for number of majors declared in CIS. This is for his new program in Cybersecurity.
• Isaac Masoner requested data on his students who have declared a business major. He would like to reach out to these students.
• Upload to National Student Clearinghouse (NSC) to update data in Zogotech.

Surveys

• Updated Continuous Orientation surveys for spring 2022, as requested by Michael Pilgrim.
• Attended “Promoting CCSSE Online” to review ways to promote the online survey administration.

Professional Development

• Taught professional development in Excel during Welcome Week on January 13.

Assessment

• Program review data pulled and presentation compiled for Sonography.
• Met with Dr. Guzman-Trevino and DeDe Griffith to discuss requirements for General Studies program review, which will be presented in May 2022.
• Met with Dr. Felix Guzman to review the program review for sonography.

On-Going Projects

• Attended “Mapping Basic Needs Supports” for Pathways team.
Miscellaneous

Temple College staff and faculty donated hundreds of winter clothing items to distribute to students prior to cold weather on February 2. Staff from the Administration Building held “shopping” hours January 25 and 27 as well as February 1 and 2.

STUDENT ENROLLMENT SERVICES

General Information

- Spring 2022 semester started January 18, 2022 for 1st 8-week and 16-week classes. Second 8-week registration will continue until March 21, 2022.

Academic Advising

- Ms. Suzanna Bachman, Director of Advising, reports Academic Advisors, Ms. Alexz Martinez, Ms. Hattrice Freeman, Ms. Laura Rodriguez, Mr. Derrick Webb, and Director Ms. Suzanna Bachman have been assisting students with spring 2022 registration. We are approving classes on self-service, communicating via email, and in person assistance. In January 2022, Ms. Bachman reports the advising office has seen 991 students, as well as provided email and phone advising assistance on registration, change of majors, graduation applications, add/drops, and assistance using self-service. The Advising Center will continue to enroll students for second 8-week classes.

Admissions and Records

- Ms. Sarah Artus, Associate Director of Admissions and Records reports Admissions and Records has processed 499 applications for admissions to Temple College in the month of January 2022. We have an online application program which enters the basic information of the applicant.

- Admissions and Records entered 3,319 transcripts in students’ records in January. Admissions and Records uses information from external transcripts for testing and course evaluations so that students can register for classes, receive an accurate degree plan, and apply for graduation. Admissions staff assisted with over 165 requests for internal transcripts and processed over 200 education verification requests.

- Ms. Ashley Schoeneman, Admissions and Records Technician has processed 14 additional certificates for fall 2021 graduates. Eleven of these are for students who completed the Advanced Technical Certification in Diagnostic Sonography. At this time, we have received 400 applications for graduation for spring 2022. All applications represent a prospective graduate. Ms. Schoeneman checks each student’s degree plan and application to determine eligibility. All students are sent correspondence regarding their eligibility.

- Admissions and Records’ staff assisted over 185 people in person at the front desk, assisted 71 people in Live Chats on our website using TAWK, received and handled 4,864 phone calls and responded to 2,882 emails.

- Staff received five reverse transfers from other institutions. With this information, staff enters all classes on transcripts and evaluates graduation for each student.
• Admissions and Records processed 12 course substitution forms to ensure that student can register for classes that needed prerequisites and also to complete degree requirements in order to graduate.

• Admissions and Records processed 86 grade changes as requested by faculty for fall 2021.

Financial Aid
• Ms. Mary Daniel, Director of Financial Aid, reports for 2021 - 2022, 1,554 students at Temple College received Pell grants for a total disbursed amount of $3,334,494.25; 855 students received Direct Loans for a total disbursed amount of $3,062,075.00.

• To date, 6,795 students have listed Temple College on their Free Application for Federal Student Aid (FASFA) for 21-22.

• For the month of January, we saw 227 students in our office.

• January is a slow time for us doing FAFSA presentations at the high schools, but we have already scheduled FAFSA presentations for February.

Math Lab
• The Temple College Math Lab is kicking off the new year with strong attendance. A chart representing daily traffic since the start of the semester is shown below. Notably, student attendance for the week of the 25th is up by 55% when compared to the same week of the previous semester. Students are primarily seeking assistance with statistics, pre-calculus, and college algebra. We thank the administration and board of Temple College for enabling us to provide this service to the student community for the coming spring semester.

Retention
• Mr. Adrian Sora, Director of Student Retention reports there are 97 students who received an academic suspension waiver/returned from a previous
suspension/entered Temple College on probation from another institution. The students are required to meet with Mr. Sora or they will be dropped from all classes. This allows both Mr. Sora and the student an opportunity to identify any problems that the student may be having during the term. If a problem is identified early, changes can be made to help the student successfully complete the term with a 2.0 Grade Point Average. The first scheduled meeting deadline is February 11, 2022.

- Mr. Sora reports that there have been 102 faculty alerts that have been reported at this time with 13 faculty members reporting. Mr. Sora and the Success Coaches will work the alerts, based on the alert level.

- Mr. Sora also reports that the spring communication plan was launched on the first day of the semester. All enrolled students were contacted concerning the first day of the semester, campus resources, and a check-in at the end of the first week of class to give students the opportunity to ask questions or discuss any issues they may have. All probation students have been instructed to contact Mr. Sora or a Success Coach, if they run into any issues.

- Mr. Sora will identify all “high” at-risk students and will begin contacting them throughout the semester.

- There are currently 14 students approved for Title IX Pregnancy Services for the spring 2022 semester.

Student Life

Ms. Ruth Bridges has the following events planned for the month of January.

- February 1, 2022  Stem Club Meeting - Pizza & Fun in the Arnold Student Union
- Business Club meeting
- National Freedom Day
- Decorate ASU for Valentine Day
- February 2  Slave Ship (Video) Celebrating Black History Month in the ASU
- February 3  Baptist Student Ministries in the ASU
- February 4  Rosa Parks Day (Video) in the ASU
- February 9  Plantation Living (Video) Celebrating Black History Month
- Make Personalize Valentine Cards in the ASU
- February 10  Baptist Student Ministries in the ASU
- February 14  Hand out Valentine Candy on campus
- February 15  African American Church (Speaker) in the ASU
- February 16  Display Sororities and Fraternities Celebrating Black History Month
- February 17  Baptist Student Ministries in the ASU
- February 21  President Day (Video) in the ASU
- February 22  Margarita Day (Virgin) in the ASU
- February 23  Battle of the Alamo (Video) in the ASU
- Black History Quiz (Win A Prize) in the ASU
February 24 Baptist Student Ministries in the ASU

Testing Center

- The Testing Centers have resumed classroom testing for the first 8-week spring session and have seen a steady flow of testers enrolling in various Allied Health programs. January 31st, a newly employed full-time Testing Specialist, Ms. April Jones will begin training with the Temple Testing location. Remote TSIA testing has increased, specifically for students at a distance who will be attending Temple College in the fall. Ten remote TSIA sessions took place in January.

- The Testing Center held 38 Core Academic Skills Assessment (CASA) testing sessions on behalf of the Adult Education and Literacy (AEL) department for English Language Learners and Adult Basic Education placement, in January.

- Working with AEL, the department has revised our check-in process working with English Language Learners to eliminate confusion for students with limited understanding of English language.

- Testing Director Shannon Bralley is working with Math and Writing Lab staff to develop TSI remediation strategies and workflow for students interested in improving their TSI placement.

- Ms. Bralley developed a TSI Resources handout to be provided to students and partnering districts, with the most effective online TSI preparation services currently available.

Writing Center (WC)

- Writing Center Coordinator, Michael Hein, reports the Writing Center (WC) has focused on outreach and the marketing of services to students and faculty during the first month of spring 2022. The Center hosted an open house. The chairs of four key departments have been contacted individually to advertise Center services, and informational interviews have been planned or completed with two. An overview of WC services and an up-to-date newsletter is now posted on the Sigma Kappa Delta (SKD, a student English organization) website. The WC Coordinator has visited all Temple College (TC) campuses to meet students, faculty, and administrators and provide information about the WC. We have also expanded our services. WC Consultant, Sue Defrancesco, is now providing in-person service to Taylor students once a week. Finally, planning for increased support for students taking or re-taking the TSI and for students with assignments from departments other than English is underway.

WC Progress Details:

Utilization: Student Consultations (01/06 – 01/26)

- In-Person – 5
- Online – 0
- TC Outreach

1. 1st Open House Completed; 2nd Open House to be held 01/27
2. WC information now available on SKD website at
   a. https://sites.google.com/templejc.edu/sigmakappadelta/news
3. Coordinator presented WC overview of services at
   a. TBI DC Annual Counselor’s Meeting (01/11)
   b. TBI Temple and Hutto, and Hutto’s New Student/Continuous Orientations (01/13, 01/25)
   c. an introductory and follow-up visits to Taylor (1/13, 01/25)

**Expansion of Services/Materials**

1. Taylor in-person consulting now available Mondays, 2:30 p.m. – 4 p.m.
2. Consultant Kit printed professionally by TC Media Center distributed to Main Campus, Taylor, and Hutto
3. Planning for increased support for students preparing to take/re-take TSI underway
   a. Testing Center/WC initial meeting held
4. Planning for Summer 2022 PD for WC staff to better serve depts. outside of English

**DIVISION OF BUSINESS AND CAREER PROFESSIONS**

- Departmental faculty from Computer Information Systems (CIS) and Business Management (BMGT) are developing curriculum on a Data Analytics program with Texas A&M University-Central Texas (TAMUCT); this endeavor is grant funded. This program will be just like their other certificates and degrees, 100% transferable. In addition to this, CIS is working on summer activities in both Williamson and Bell counties.

- Criminal Justice (CJ) coordinated the SkillsUSA challenge in January. There were approximately 125 competitors that came through various CJ and Health Science challenges. For the CJ events, we had representatives from the Temple Police Department, Belton Police Department, and the Bell County Sheriff’s Office acting as judges. Additionally, we had Mr. Patrick Finnegan (Business Management), Mr. Randy Rendon (Police Academy), and Mr. Brian Williams (VA) assisting with judging. With Health Sciences, we were assisted with judging by Mr. Neil Coker, Ms. Claudia Turner, Ms. Jamie Germond, Mr. Jeff Fritz, Mr. Bobby Steele, and Ms. Nancy Eaton. Additionally, we had assistance in acting and crowd control from multiple staff members from Student Enrollment Services (SES), and Business and Career Professions (BCP), to include student workers and volunteers.

- The Police Academy’s current class passed the state exam on their 1st attempt maintaining the 100% pass rate for the Temple Police Academy. This class brings the total count to 285 officers who have completed the Temple Police Academy, all passing on their 1st attempt.

**eLearning, Education Technologies and Online Services**

**Honorlock**

- Usage for December
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Technology/Vendors

D2L/Brightspace

- Staff are closing out Single-Sign-On implementation project. Policies and process are much improved.

- Ellucian needs to investigate an issue in which a student was not enrolled into D2L and their courses as a result of the student being registered a day before the application was completed.

ProctorU

- Met with ProctorU to update to existing zero-dollar, open contract to include semester terms spring semester 2022 term and beyond. Although Temple College uses Honorlock for proctored testing, the ProctorU solution is reserved for very special circumstances in which the student pays $15-20 as a special case, fee-based service for unusual circumstances (business travel, out of the region/country/etc.). This solution is at no cost to the college and is seldom used for more than a handful of students; however, it does meet a special need thereby justifying the need to offer such a solution.

Student Success

Open Education Resources (OER)

- The Digital Higher Education Consortium of Texas (DigiTex) has allocated funds to pay for new memberships for up to 18 Texas community colleges in Open Education Global, which includes membership in the Community College Consortium for Open Educational Resources (CCCOER). Temple College has obtained the paperwork to begin the membership process as they are being awarded on a first-come, first-served basis. DigiTex has found membership in both OE Global and CCCOER to be invaluable to facilitate the work to support Open Education policy and practice across Texas. eLearning will gauge the level of OER usage in our courses to determine how best to allocate the resources that will be provided with this CCCOER membership. eLearning will be communicating with Department Chairs and faculty to obtain
information on OER usage in addition to other information such as where the ER materials originated from, has faculty added to the materials, were any additions to the materials shared back, were TC’s OER resources utilized in development of the OER materials used, etc. All information gathered will assist us in making decisions in the future about continuing membership in OEG for CCOER or pursuing other OER resources to assist faculty.

Committees

Proctored Testing Solutions Committee

- The Distance Committee has been reactivated to continue to monitor faculty usage, feedback, industry trends, developments, enhancements, and updates made to Honorlock. Terry Austin, Jason Locklin and a few other faculty presented a great session during Welcome Week on using Honorlock.

President’s Council

- Brian to attend as standing member February 3.

DIVISION OF BUSINESS AND CONTINUING EDUCATION (BCE)

- Open Enrollment
  o Registration is still open for Sterile Processing, Pharmacy Technician, Project Management, CDL, SHRM Certification Prep, Essentials of HR.
  o Taylor classes: Computer Applications courses, CMA, Pharmacy.

- TWC Grants
  o Skills Development Fund Grant with Baylor Scott and White Health:
    ▪ Additional funds of $216,315 were awarded to train 90 additional employees.
  o BCE has applied for a Skill for Small Business grant for $20,000 to provide training to local small business employers.

- Employer Engagement
  o BCE continues to provide a monthly leadership training series to Wilsonart’s frontline supervisors and area managers.
  o BCE is providing leadership-training course to Central Texas Housing Consortium Residents on February 7. This course is requested annually and will be facilitated by Dr. D. Kirkland.

- Community Outreach
  o BCE presented information to staff of Workforce Solutions of Central Texas. The presentation included program information and requirements, financial assistance overview, and opportunities for employers.

- Financial Opportunities for Students
o BCE received a great response from the community regarding the Aetna Better Health Foundation scholarship opportunity. There were many inquiries from interested participants. We have identified 30 individuals to receive the available scholarships. BCE is working to secure additional funding to award to 10 more students who are on a waiting list.

o Reskilling Grant opportunities are still available for students. If eligible, grant will cover up to $2,500 per student.

- Program Spotlight
  o Registration is open for Go2Work: Customer Service Certification.
  o Course dates: March 28 - April 1, 8 am – 5pm
  o Go2Work is a regional collaborative effort supported by local organizations. The program provides job training and employment opportunities to unemployed and under-employed Bell County residents.
AGENDA ITEM 8-D-1

Board Committees: Building/Facility Planning Committee Report

Staff Recommendation: No Action Required

Mr. John Bailey, Chairman, Building/Facility Planning Committee, will report that the committee has not met since the last Board meeting.
AGENDA ITEM 8-E-2

Board Committees: Finance Committee

Staff Recommendation: No Action Required

The Board Finance Committee has not met since the last Board meeting.
AGENDA ITEM 8-D-3

Board Committees: Policy Committee

Staff Recommendation: No Action Required

The policies for which we are seeking approval have been thoroughly reviewed by the Policy Committee and have gone through a comment period for all employees.

The following policies have been reviewed and approved by the board policy committee:

- BBF (LOCAL) Board Members-Ethics
- DEB (Local) Compensation and Benefits – Fringe Benefits
- DHC (LOCAL) Employee Standards of Conduct - Child Abuse and Neglect Reporting
- DLB (Local) – Employee Performance – Suspension
- DMAA (Local) – Term Contracts – Termination Mid-Contract
- DMC (LOCAL) Termination of Employment – Reduction in Force