



REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Monday, May 15, 2023 – 6:00 PM

AGENDA

Notice is hereby given that a Virtual Regular Board Meeting of the Board of Trustees of Temple College will be held on Monday, May 15, 2023, at 6:00 PM in the Louise L. Cox Board Room, Room 916, located in the Marc Nigliazzo Administration Building on the Main Campus. 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.

The **Order of Business** is as follows:

1. Call to Order
2. Invocation and Pledge of Allegiance
3. Opportunity for Citizens to Address the Board
 - A. Citizens who desire to address the Board on any matter listed on the agenda may sign up to do so prior to this meeting. Public Comments will be received during this portion of the meeting. Please limit comments to three minutes. No discussion or final action will be taken by the Board.
4. Consideration of Approval of Consent Agenda
 - A. Consideration of Approval of Minutes from the Regular Meeting on April 17, 2023 3
 - B. Consideration of the Appointment of Full-Time Professional Staff 8
 - C. Consideration of the Appointment of Adjunct Faculty 9
 - D. Consideration of Approval of Public Funds Investment Disclosure Report, 2nd Quarter FY2023 10
 - E. Consideration of Approval of the Budget Revision Schedule for 2nd Quarter 2022-2023 11
 - F. Consideration of Approval of Budget Summary Report-February 2023-Current Fiscal Year vs Prior Fiscal Year
 - G. Consideration of Approval of Annual Investment Policy Review
 - H. Consideration of Approval of Lott Vernon as Auditor for FY2023
 - I. Consideration of Approval of an Amendment to the 2023 Budget
5. Consideration of Approval of Disbursements for April 2023

6. Student, Faculty, Staff, and Community Member Spotlights
 - Student Spotlight
Andrew Hart, TBI-Hutto Student
 - Outstanding Faculty Spotlight
Dr. Doug Hales, Professor of History
 - Outstanding Staff Spotlight
Dana Palen, Hispanic Serving Institution (HSI) Administrative Assistant
 - Community Member Spotlight
Reinvest Healthy Foundation -Amru Fadl; Briley Lincycomb
7. President's Report
8. Reports
 - A. Faculty Council
 - B. Provost-Academic Affairs and Student Services
 - C. Resource Development and External Relations
 - D. Workforce Development
9. New Business
 - A. Consideration of Approval of the Purchase of Two Buses from Master's Transportation
 - B. Consideration of Approval of a Guaranteed Maximum Price for the Phase II Early Bid Package, Related to the Purchase of Electrical Servicegear
 - C. Consideration of Approval of a Resolution in Support of Final Recommendation from Texas Commission on Community College Finance
10. Miscellaneous
11. Executive Session to Consider Personnel, Legal Matters, and Real Estate
12. Adjournment



**MINUTES
REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES
APRIL 17, 2023**

A Regular Board Meeting of the Board of Trustees of Temple College was held Monday, April 17, 2023, 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

John Bailey, Chairman; Lydia Santibañez-Farrell, Vice Chairman; Harry Adams, Secretary; Andrejs Avots-Avotins; Mark Durham; Larry Wilkerson

ADMINISTRATION

Dr. Christy Ponce, President; Judy Dohnalik, Assistant to the President and Board of Trustees; Dr. Susan Guzmán-Treviño, Provost, Academic Affairs and Student Services; Brandon Bozon, Vice President, Administrative Services; Dede Griffith, Vice President of Workforce Development (Virtually); Dr. Robbin Ray, Associate Vice President and Chief of Operations, East Williamson County Centers

OTHERS PRESENT

Dr. Sara Harris Baker; Diedra Blankenship; Annelise Board (Guest); Alicia Buck; Kaylyn Carew; Tracey Cooper; Emilio DeLa Garza; Nancy Eaton; Eric Eckert; Jeff Fritz; Caleb Hogue; Laura Hutchens; Vel James (Guest); Emmy Johnston; Lisa Keil; Chris Krejci; Monica Lefner; Dr. Jason Locklin; Melissa Machalek; Jana Markum Salvatore (Guest) (Virtually); Megan Markum (Guest) (Virtually); Catlain Melendez (Guest); Dr. Sandra Melendez; Melissa Michalewicz; Hilde Miller (Guest); Monty Miller (Guest); Erica Perrine; Steve Phelps; Evan Polasek; Ahren Shofts, Ahren Shofts Productions (Student); Bobby Steele (Guest) (Virtually); Brian Supak; Bernetta Watkins (Guest); Larry Watkins (Guest); Dr. John White;

1. Call to Order
Chairman Bailey called the Board of Trustees meeting to order at 6:03 p.m.
2. Invocation and Pledge of Allegiance
Harry Adams offered the invocation.
Larry Wilkerson recited the Pledge of Allegiance.
3. Opportunity for Citizens to Address the Board
 - A. Chairman Bailey announced that citizens who desire to address the Board on any matter listed on the agenda were to 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.

There were no citizens to address the Board.

4. Consideration of Approval of Consent Agenda
Chairman Bailey asked if there were any items that the members wanted to remove from the consent agenda. He stated that if there were no objections, these items would be considered. After pausing for any objections, he stated that since there were no objections, these items were ready for consideration.

On a motion by Lydia Santibañez-Farrell, 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 from the Regular Meeting on March 20, 2023
 - B. Consideration of Approval of Appointment of Adjunct Faculty
The following individuals are being recommended by the appropriate departmental and divisional supervisors, and by the Provost for appointment as members of the Adjunct Faculty.
 - ★ **Margaret Guest**-Adjunct Professor-Associate Degree Nursing- Health Professions Division
 - ★ **Christa Oliver**-Adjunct Professor-Dance-Fine Arts Division
 - C. Consideration of Approval of Spring 2023 8-Week Classes Part-Time Overload Salaries
 - D. Consideration of Approval of the Budget Summary Report-January 2023
 - E. Consideration of Approval of the Monthly Investment Report-Public Funds Disclosure Report-January 2023
 - F. Consideration of Approval of a Board Member's Resignation from the Board of Trustees
At the April 17, 2023 Board of Trustees meeting, Katie Burrows resigned from the Board due to personal reasons. While Katie's term ends in May 2024, state law requires the appointed replacement member to be up for election at the next Board of Trustee election cycle. The Board Chair recommended a person to fill Mrs. Burrows' term of office under Item 9.D. on the agenda.
5. Consideration of Approval of Disbursements for March 2023
Mr. Wilkerson reported that he had reviewed the disbursements for March 2023 and did not find any irregularities on the statements.

On a motion by Larry Wilkerson, seconded by Lydia Santibañez-Farrell, and without negative vote, the disbursements for March 2023 were approved as presented.

6. Student and Outstanding Employee Spotlight
Student Spotlight
 - Film Festival participants, Ahren Shorts, who has directed 5 short films featuring actors from across Texas; Savanna Miller, Legacy Early College High School; Grayson White, a sophomore dual credit student from Legacy Early College High School; Emilio De La Garza, Evan Polasek, sophomore dual credit student from Legacy Early College High School; and Eva White, Legacy Early College High

School, were acknowledged for presenting his or her respective short films at the March 23, 2023 Temple College Goes to the Movies at the Beltonian Theater. The event was coordinated by Dr. Derek Mudd, Chair, Department of Speech, Humanities, Drama, and Dance and the films were curated by Dr. Christopher Krejci, Associate Professor of English.

Outstanding Employee Spotlight

- Rebecca Ormsbee, Student Success Coach, Student Enrollment Services, was commended by a student who wanted for Rebecca to receive recognition about how she went through obstacles to help the student and never gave up. Rebecca gave the student who was helped to have a totally different outlook of Temple College, that it's a community that looks after and takes care of their students.
- Administer Oath of Office to Chief of Police Carrie Ellis
Michael Markum, outgoing Chief of Police, officially swore in Carrie Ellis, a 29-year veteran of law enforcement and leadership experience, with the Oath of Office as Temple College's Chief of Police. Gene Ellis, Belton's Chief of Police and Assistant City Manager, officially swore in Carrie Ellis with the Statement of Officer.
- Recognize Outgoing Chief of Police Michael Markum for his 20 Years' Service to Temple College
Retiring Chief of Police Michael Markum, joined the Temple College Police Department in 2002. Michael, having served as its Chief of Police since 2013, was awarded Temple College's Distinguished Leadership and Service Award at the meeting.

7. President's Report

- Dr. Ponce thanked Michael Markum for his years of service to Temple College and wished him well.
- Dr. Ponce welcomed Carrie Ellis as the Chief of Police for Temple College.
- The Temple College Groundbreaking Ceremony to help us celebrate the launch of our construction projects on the Temple College Campus in Temple was held May 1, 2023 at 1:00 p.m.
- Commencement will be held Saturday, May 13, 2023, 10:00 a.m., at the Bell County Expo Center.
- There are several upcoming pinnings and silver cord events and they are listed on the events calendar.
- On April 17-18, 2023 Temple College hosted motivational speaker, NASA Astronaut, Engineer Dr. Jose Hernández who offered lectures and meetings with area high school students, college students and community members in Taylor and Temple.
- Dr. Ponce completed 3 years' service as a member of the American Association of Community Colleges.

8. Reports

A. Faculty Council Report

The Faculty Council Report was included in the Board materials. The Wiley report, "Closing the skills gap 2023: Employer perspectives on educating the post-pandemic workforce," was the main focus of the report. Information of the Faculty Council elections and the Faculty Leave Grant was also included.

B. Provost Report

There was no report.

C. Workforce Development Report

There was no report.

9. New Business

A. Consideration of Approval of Faculty Recommended for Tenure Fall 2023

The Board was asked to approve the following faculty who have met all requirements for the granting of tenure for Temple College. The administration recommended that tenure be granted for fall 2023.

Health Professions Division

- Sherrell (Emmy) Johnston, Assistant Professor, [Dental Hygiene](#)
- Nancy Eaton, Simulation Coordinator, Nursing, Vocational Nursing
- Peggy Wright, Assistant Professor, [Associate Degree Nursing](#)
- Melissa Michalewicz, Assistant Professor, [Associate Degree Nursing](#)
- Candice Bahnsen, Clinical Coordinator, [Surgical Technology](#)
- Jewelle Welleh, Assistant Professor, [Vocational Nursing](#)
- Diedra Blankenship, Professor, [Emergency Medical Services](#)

Liberal Arts Division

- Kaylyn Carew, Assistant Professor, Social Sciences 1

Business and Career Profession Division

- Lisa Keil, Assistant Professor, [Business Management](#)
- Donald Marshall, Associate Professor, [Computer Information Science](#)

Engineering Technology Division

- Sandra Melendez, Department Chair

On a motion by Andrejs Avots-Avotins, seconded by Mark Durham, and without negative vote, the Faculty Recommended for Tenure Fall 2023 was approved as presented.

B. Consideration of Approval of the Faculty Development Leave Grant-2023-2024

The Board was asked to approve Lisa Keil, Assistant Professor, Business Management, as the recipient of the Faculty Development Leave Grant for 2023-2024. This nomination was approved by the Faculty Development Leave Committee and the Provost. The President recommended approval.

On a motion by Lydia Santibañez-Farrell, seconded by Harry Adams, and without negative vote, the awarding of the Faculty Development Leave Grant-2023-2024 to Lisa Keil was approved Faculty Development Leave Grant-2023-2024 as presented.

C. Consideration of Approval of Guarantee Maximum Price for the Phase I Early Bid

Package, Related to Asbestos Abatement, Building Demolition and Site Utilities for the Temple College Main Building and Visual Arts and Workforce Building Projects The Board was asked to approve Maximum Price agreements from Cloud Construction Co., Inc. The agreements outline the guaranteed maximum price Temple College will pay for building demolition and site utilities and asbestos abatement on the Temple College Main and Visual Arts/Workforce projects.

On a motion by Andrejs Avots-Avotins, seconded by Larry Wilkerson, and without negative vote, the Guarantee Maximum Price for the Phase I Early Bid Package, Related to Asbestos Abatement, Building Demolition and Site Utilities

for the Temple College Main Building and Visual Arts and Workforce Building Projects was approved as presented.

- D. Consideration of Approval of the Appointment of a New Board Member
Chairman Bailey announced that Dr. Hope Koch is the nominee to fill Katie Burrows spot until the next Board of Trustee election in May 2024.

On a motion by Larry Wilkerson, seconded by Andrejs Avots-Avotins , and without negative vote, the Appointment of Dr. Hope Koch as a New Member of the Temple College Board of Trustees was approved.

- E. Administration of the Oath of Office to Newly Appointed Member of the Board of Trustees
Dr. Hope Koch was sworn in as a board member. Dr. Koch was appointed to fill the unexpired term of Katie Burrows, who resigned due to personal reasons. The Oath of Office was administered by Judith Dohnalik, State of Texas Notary Public and Assistant to the President and Board of Trustees.

10. Miscellaneous

There were no miscellaneous items.

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

Chairman Bailey announced that an Executive Session would not be called as there were no items for discussion.

12. Adjournment

There being no further business, the Meeting of the Board of Trustees was adjourned on a motion by Mark Durham, and seconded by Larry Wilkerson, at 7:15 p.m.

NEXT BOARD OF TRUSTEES MEETING:

A Regular Meeting of the Temple College Board of Trustees will be held Monday, May 15, 2023 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:

Date

ITEM 4-B

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.

★**Brenda Taylor**-Full-Time-Specialist-Information Technology Infrastructure and Networks-Information and Technology Services–Mrs. Taylor received her Master of Science in Information Systems and Technology degree from California State University. She has been working for Temple College as an IT Support Specialist since October of 2021.

★**Sheila McMillan**-Full-Time-Associate Director-Financial Aid–Student and Enrollment Services Division. Ms. McMillan has been working for Temple College as a Financial Aid Advisor since 2019. She was recently promoted to the position of Associate Director, Financial Aid.

ITEM 4-C

Consideration of Approval of Appointment of Adjunct Faculty

Staff Recommendation: Approval

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

- ★ **George Solano**-Adjunct Professor-Spanish–Liberal Arts Division–Mr. Solano received his Master of Arts in Mexican Literature Studies degree from the University of Guadalajara. He taught Spanish for Legacy Early College High School in Taylor Texas for ten years.

Item 4-D

**TEMPLE COLLEGE
BOARD OF TRUSTEES QUARTERLY INVESTMENT REPORT
PUBLIC FUNDS INVESTMENT DISCLOSURE REPORT
2nd Quarter FY 2023**

	Interest Rate	Book/Market Value 12/1/2022	Receipts	Interest Earnings	Distributions	Book/Market Value 2/28/2023	Unrestricted Funds	Restricted Funds
<u>Cash and Cash Equivalents</u>								
Alliance Bank - Money Market	1.00%	\$250,775	\$0	\$915	\$0	\$251,690	\$251,690	\$0
PNC - Money Market	2.35%	\$3,623,159	\$0	\$2,777	\$3,605,900	\$20,036	\$20,036	\$0
PNC - Operating Account	0.00%	\$3,290,980	\$14,108,958	\$0	\$16,199,068	\$1,200,869	-\$1,824,589	\$3,025,458
PNC - Student Refund Account	0.00%	\$400,026	\$1,788,815	\$0	\$2,018,602	\$170,239	\$170,239	\$0
PNC - Federal Funds Account	0.00%	\$237,224	\$4,474,638	\$0	\$4,469,161	\$242,701	\$0	\$242,701
PNC - Payroll Account	0.00%	\$500	\$7,194,872	\$0	\$7,195,405	-\$33	-\$33	\$0
PNC - Plant Account	0.00%	\$465,537	\$2,034,916	\$0	\$2,046,475	\$453,978	\$453,978	\$0
Petty Cash	0.00%	\$3,271	\$0	\$0	\$0	\$3,271	\$3,271	\$0
Subtotal Cash and Cash Equivalents		\$8,271,472	\$29,602,198	\$3,691	\$35,534,610	\$2,342,752	-\$925,408	\$3,268,159
<u>Cash in Investment Pools</u>								
TexasClass (MBIA) - Bond Reserves	4.76%	\$3,999,501	\$5,222,902	\$59,382	\$2,562,607	\$6,719,178	\$0	\$6,719,179
2021 Texas Class	4.76%	\$124,184,092	\$0	\$1,398,517	\$16,900	\$125,565,709	\$125,565,709	\$0
TexasClass (MBIA) - Building Improvement Funds	4.76%	\$7,167,625	\$0	\$83,168	\$0	\$7,250,793	\$7,250,792	\$0
TexasClass (MBIA) - Operating Account	4.76%	\$9,417,995	\$7,008,657	\$137,899	\$1,173,279	\$15,391,273	\$15,391,273	\$0
TexasClass (MBIA) - Board of Trustees Fund	4.76%	\$123,023	\$0	\$1,386	\$0	\$124,408	\$124,408	\$0
Texpool - Building Improvement Funds	4.13%	\$1,044	\$0	\$11	\$0	\$1,055	\$1,055	\$0
Texpool - Operating Account	4.13%	\$1,055	\$0	\$11	\$0	\$1,066	\$1,066	\$0
Subtotal Cash in Investment Pools		\$144,894,336	\$12,231,559	\$1,680,374	\$3,752,786	\$155,053,483	\$148,334,304	\$6,719,179
<u>Cash Invested in Certificates of Deposit</u>								
Alliance Bank - 364 days. CD (8/4/2023)	2.00%	\$2,000,000	\$0	\$0	\$0	\$2,000,000	\$2,000,000	\$0
Alliance Bank - 364 days. CD (8/4/2023)	2.00%	\$5,000,000	\$0	\$0	\$0	\$5,000,000	\$5,000,000	\$0
Subtotal Cash Invested in Certificates of Deposit		\$7,000,000	\$0	\$0	\$0	\$7,000,000	\$7,000,000	\$0
Total Cash, Cash Equivalents and Investments		\$160,165,808	\$41,833,758	\$1,684,065	\$39,287,396	\$164,396,235	\$154,408,896	\$9,987,338

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

Signed: 
 Vice President Administrative Services/CFO

**BUDGET REVISION SCHEDULE
FOR SECOND QUARTER 2022-2023**

BUDGET REVISION NUMBER	DEPARTMENT TITLE REVENUE ACCOUNTS:	DECEMBER	JANUARY	FEBRUARY
	BUDGET AT BEGINNING OF MONTH	\$52,045,964	\$52,045,964	\$52,045,964
	TOTAL REVENUE	\$52,045,964	\$52,045,964	\$52,045,964
	EXPENDITURE ACCOUNTS:			
	BUDGET AT BEGINNING OF MONTH	\$52,045,964	\$52,045,964	\$52,045,964
2023-09	Reallocation of expenses for Perkins Non-Traditional: \$16,250			
2023-10	Reallocation of expenses for Circle of Support: \$1,000			
2023-13	Reallocation of expenses for Chemistry & Physical Sciences: \$12,605			
2023-14	Reallocation of expenses for VP Academic Affairs: \$300			
2023-15	Reallocation of expenses for Kineiology: \$53			
2023-16	Reallocation of expenses for Business & Career Professions: \$813			
2023-17	Reallocation of expenses for Strategic Communications: \$18,000			
2023-18	Reallocation of expenses for Sonography: \$3,564			
2023-19	Reallocation of expenses for Testing: \$1,000			
2023-20	Reallocation of expenses for Finance/Admin Services: \$1,150			
2023-21	Reallocation of expenses for Student Accommodations: \$3,000			
2023-22	Reallocation of expenses for Circle of Support: \$300			
2023-23	Reallocation of expenses for Student Enrollment Services: \$2,000			
2023-24	Reallocation of expenses for Retention and Recruitment: \$2,000			
	TOTAL EXPENDITURES	\$52,045,964	\$52,045,964	\$52,045,964

BUDGET SUMMARY REPORT - FEBRUARY 2023

	CURRENT FISCAL YEAR			PRIOR FISCAL YEAR		
	Budget 2/28/23	Actual 2/28/23	% Actual to Budget	Budget 2/28/22	Actual 2/28/22	% Actual to Budget
REVENUES						
Educational & General						
State Funds						
State Appropriations	9,291,477	4,168,929	45%	9,230,615	4,129,948	45%
State Grants & Contracts	1,605,312	718,970	45%	965,498	583,930	60%
Federal Funds						
Federal Grants	5,745,435	4,007,589	70%	6,597,953	8,765,627	133%
Title IV Grants	8,827,698	6,267,213	71%	8,805,354	5,303,305	60%
Local Funds						
Private Grants, Gifts, & Contracts	3,312,204	2,242,499	68%	2,770,142	1,985,820	72%
Tuition	12,890,900	11,474,804	89%	12,856,900	10,461,633	81%
Fees	4,244,824	3,941,315	93%	3,954,925	3,247,868	82%
Exemptions, Waivers, & Discounts	(2,651,245)	(2,372,771)	89%	(2,425,732)	(2,023,444)	83%
Taxes	14,760,186	14,676,566	99%	13,178,149	12,781,138	97%
Other Local Funds	421,032	421,722	100%	421,219	196,464	47%
Total Educational & General	58,447,823	45,546,836	78%	56,355,023	45,432,289	81%
Transfers from OA to Other Funds						
Use Fees	(1,166,100)	(1,070,243)	92%	(1,222,000)	(983,078)	80%
Taxes	(5,025,759)	(4,994,016)	99%	(4,630,628)	(4,520,334)	98%
Parking, Energy Conservation, HVAC	(215,000)	0	0%	(215,000)	0	0%
Other	0	0	0%	0	0	0%
Transfer - TIF Remittance	0	0	0%	0	0	0%
Total Transfers from OA to Other Funds	(6,406,859)	(6,064,259)	95%	(6,067,628)	(5,503,412)	91%
Auxiliary Enterprises	5,000	24,266	485%	5,000	11,102	222%
TOTAL REVENUES	52,045,964	39,506,843	76%	50,292,395	39,939,979	79%
EXPENDITURES						
Educational & General						
Instruction	17,066,288	7,969,727	47%	15,522,189	7,211,105	46%
Public Service	1,211,097	412,732	34%	1,326,746	474,858	36%
Academic Support	3,799,086	1,956,115	51%	3,197,411	2,994,003	94%
Student Services	4,879,806	2,168,538	44%	4,414,352	1,623,853	37%
Institutional Support	9,865,914	4,958,142	50%	10,459,478	5,204,350	50%
Physical Plant	3,664,587	1,639,220	45%	3,414,134	1,521,306	45%
Total Educational & General	40,486,778	19,104,474	47%	38,334,310	19,029,475	50%
Student Aid	10,465,559	11,262,292	108%	10,937,765	11,824,119	108%
Auxiliary Enterprises	983,627	538,714	55%	915,320	490,407	54%
Contingency for Unexpected Expenditures	110,000	0	0%	105,000	0	0%
TOTAL EXPENDITURES	52,045,964	30,905,480	59%	50,292,395	31,344,001	62%
NET DIFFERENCE	0	8,601,363		0	8,595,978	

