Notice is hereby given that a Virtual Regular Board Meeting of the Board of Trustees of Temple College will be held on Monday, February 19, 2024, 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 will be as follows:

1. Call to Order
2. Invocation and Pledge of Allegiance
3. Opportunity for Citizens to Address the Board
   A. Citizens who desire to address the Board on any matter listed on the agenda may sign up to do so prior to this meeting. Public Comments will be received during this portion of the meeting. Please limit comments to three minutes. No discussion or final action will be taken by the Board.
4. Consideration of Approval of Consent Agenda
   A. Consideration of Approval of Minutes from the Regular Meeting on January 22, 2024
   B. Consideration of the Appointment of Full-Time Professional Staff
   C. Consideration of the Appointment of Adjunct Faculty
   D. Consideration of Approval of the Spring 2024 Part-Time/Overload Salaries for 16- and 1st 8-Weeks
   E. Consideration of a Grant Budget Amendment
   F. Consider Authorizing the President to Execute Gift/Naming Agreement with Donor
5. Consideration of Approval of Disbursements for January 2024
6. Student, Faculty, and Employee Spotlights
   Student Spotlight
   Richard Ridings, Archer Ford, Connor Stear-Chemistry Students
   Outstanding Faculty Spotlight
   Lance English, Assistant Professor, Chemistry
   Outstanding Employee Spotlight
   Ruth Bridges, Director of Student Life
7. President’s Report
8. Reports
   A. Faculty Council Report
   B. Provost-Academic Affairs and Student Services Reports
9. New Business
   A. Consideration of Approval of the Appointment of a New Member of the Board of Trustees
   B. Administration of the Oath of Office to Newly Appointed Board Member of the Board of Trustees
   C. Consideration of Approval of the Adoption of Temple College Strategic Plan-2023-2028
   D. Consideration of Approval of the Procurement of a New Roof for the Performing Arts Center from Clark Roofing Through the Interlocal Purchasing System Cooperative, Contract #230104
   E. Approval of Associate of Science, Allied Health, TBI STEM
   F. Approval of Associate of Science, Pre-Nursing, TBI STEM
10. Miscellaneous
11. Executive Session to Consider Personnel, Legal Matters, and Real Estate
12. Adjournment

One or more Board Members may be attending the meeting by video conference, in compliance with the Texas Open Meetings Act. A physical quorum of the Board will be present at the posted time and location of the meeting.
A Regular Board Meeting of the Board of Trustees of Temple College was held Monday, January 22, 2024 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; Dr. Alejandro Arroliga; Dr. Andrejs Avots-Avotins; Dr. Mark Durham; Dr. Hope Koch; Steve Niemeier; and Larry Wilkerson

ADMINISTRATION
Dr. Christy Ponce, President; Judy Dohnalik, Assistant to the President and Board of Trustees; Dr. Susan Guzmán-Treviño, Provost; Brandon Bozon, Vice President, Administrative Services; Susan Allamon, Associate Vice President, Finance and Human Resources; and Dr. Robbin Ray, Associate Vice President and Chief of Operations, East Williamson County Centers

OTHERS PRESENT
Suzy Adams, Guest and Board Member Adams' Spouse; Dr. Sara Baker; Shannon Bralley; Alicia Buck; Perry Cloud, Cloud Construction; Thomas Cloud, Cloud Construction; Tracey Cooper; Deric Ence; Jeff Fritz; Veronica Hill, Successful Artist and Art Major; Caleb Hogue; Steve Lemmons; Jason Locklin; John Stevens; Brian Supak; Louis Trevino; and Dr. John White

1. Call to Order
   John Bailey, Chairman, called the Board of Trustees meeting to order at 6:05 p.m.

2. Invocation and Pledge of Allegiance
   Harry Adams offered the Invocation.
   Dr. Mark Durham recited the Pledge of Allegiance.

3. Opportunity for Citizens to Address the Board
   A. Chairman Bailey asked if there was anyone there tonight wishing to speak before the Board. There were no citizens to address the Board.
4. Consideration of Approval of Consent Agenda

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 Dr. Mark Durham, 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 November 20, 2023

B. Consideration of Approval of the Annual Financial Report and Compliance Report for Fiscal Year 2023

   The Board was asked to approve the Annual Financial Report and Compliance Reports for Fiscal Year 2023, audited by Lott, Vernon and Company, P.C. Trustee Wilkerson, provided an overview of that presentation during Board Committee Reports.

C. Consideration of Approval of Full-Time Faculty

   The following individuals were recommended by the President for appointment as members of the Full-Time Faculty
   ★ James Knabe – Assistant Professor, English – Liberal Arts Division.
   ★ Michael Sweeney – Diagnostic Medical Sonography Clinical Coordinator – Health Professions Division

D. Consideration of Approval of Appointment of Full-Time Professional Staff

   The following individual was recommended by the President for appointment as a member of the Full-Time Professional Staff.
   ★ Natalie Bland – Associate Registrar – Student and Enrollment Services Division

E. Consideration of Approval of Appointment of Adjunct Faculty

   The following individuals were recommended by the appropriate departmental and divisional supervisors, and by the Provost, Academic Affairs and Student Services for appointment as members of the Adjunct Faculty.
   ★ Tom Albin - Adjunct Professor, English – Liberal Arts Division
   ★ Karen Schwing - Adjunct Professor, Social Work – Business and Career Professions Division
   ★ Dana Wagner - Adjunct Professor, Associate Degree Nursing – Health Professions Division

F. Consideration of Approval of the September Public Fund Investment Disclosure Report -2023-2024

G. Consideration of Approval of the October Public Fund Investment Disclosure Report -2023-2024

H. Consideration of Approval of the 1st Quarter Public Fund Investment Disclosure Report

I. Consideration of Approval of the First Quarter Investment Report 2024 Chart

J. Consideration of Approval of Budget Revisions 1st Quarter 2023-2024

K. Consideration of Approval of November 2023 Budget vs Actual Report FY 2023-2024

L. Consideration of Approval of "LOCAL" Policy Manual Revisions
   • BBB (LOCAL) Board Members - Elections
   • FLBE (LOCAL) Student Conduct - Alcohol and Drug Use
Item 4-A

- GDA (LOCAL) Community Expression and Use of College Facilities-Conduct on College District Premises
- CD (LOCAL) Accounting

M. Naming Agreements
The Board was asked to authorize the President to execute Gift/Naming Agreements with Donors.

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<thead>
<tr>
<th>Donor</th>
<th>Amount</th>
<th>Naming</th>
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<tr>
<td>Harry and Suzy Adams</td>
<td>$75,000</td>
<td>Temple College Main Lobby and Welcome Center</td>
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<td>Sharon M. Wilson</td>
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<td>Temple College Main Board of Trustees Board Room</td>
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<tr>
<td>Omega Builders</td>
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<td>Visual Arts and Workforce CADD Lab and Construction Classroom</td>
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<td>Melissa Parker</td>
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<td>Melissa Parker</td>
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<tr>
<td>Christa Quigley</td>
<td>$2,500</td>
<td>Visual Arts and Workforce Wellness Room</td>
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</tbody>
</table>

N. Consideration of Approval of Amendment to the FY 2024 Budget-1-22-2024
The Board was asked to approve the increase in the FY 2024 interest earnings budget of $300,000 and an additional $300,000 towards the purchase of Real Estate. Through the first four months of the year, the College has earned $313,176 in interest on its operating funds, and interest earnings for the year are projected to be approximately $300,000 greater than the $615,000 budgeted.

Combined with the use of $425,000 in fund balance, this $300,000 will provide a total of $725,000 in funding towards the purchase of 1802 South First Street, should the Board approve the College acquiring the property. Should the Board not move forward with the purchase of 1802 South First Street, the funds may be transferred back to the operating fund or repurposed at the Board’s direction.

5. Consideration of Approval of Disbursements for November and December 2023
   On a motion by Larry Wilkerson, seconded by Harry Adams, and without negative vote, the disbursements for November and December 2023 were approved as presented.

6. Student, Faculty, and Employee Spotlights
   Student Spotlight
   Veronica Hill, a successful artist and art major, gave a presentation on her journey to success. She will graduate with dual Associate degrees in Art and Studio Art while working as a new Administrative Assistant at Temple College for the Visual Arts Department. Faced with substantial challenges including juggling academic commitments, single motherhood, family responsibilities, work, and stable finances, Veronica reported that Temple Colleges’ faculty and staff consistently offered valuable lessons, understanding, and resources.

   Outstanding Faculty Spotlight
   Alicia Buck, Program Chair, Surgical Technology, in the Health Professions Division, gave an overview of her participation in the peer review program. The Association Review
Council on Education of Surgical Technology and Surgical Assisting (ARC/STA) is a site evaluation or self-study which ensures marketable skills of students to achieve a job.

7. President's Report
Dr. Ponce wished everyone a Happy New Year and welcome to Spring 2024. She said that this will be a special year of opportunities and success.
- Temple College received the Recognition of Dedication to Educational Outcomes (RODEO) award from the Texas Success Center. The award is based on guided pathways work, institutional commitment, and demonstration of student success.
- Enrollment is up for the 2nd 8-weeks classes.
- Dr. Ponce and John Bailey, Board Chair, presented the Temple College Person of the Year proclamation to Harry and Suzie Adams.
- Also, Dr. Ponce and John Bailey, Board Chair, presented a proclamation to Steve Niemeier in recognition of his service as a member of the Board of Trustees from 2006-2024. He served on the Board Finance Committee, served on Student Success Committee, served as a community ambassador, and was actively involved in the development of the new facilities for the college.

8. Reports
A. Faculty Council
   Jeff Fritz reported that the Texas Community College Teachers Association Faculty Salary Report was included in the Faculty Council report in the Board materials. Recognition of the Faculty Council Social Committee was also included in the report. The committee was commended for its efforts in the success of the College Christmas Party and for working the Temple community with various drives including coats, toys, and food.

B. Provost Report
   Dr. Guzmán-Treviño reported on the Legacy Funding Model and the HB 8 Funding Model. It was noted that Texas House Bill 8 increases affordability and financial aid to students, including for low-income students. The bill provides Financial Aid for Swift Transfer (FAST) to students enrolled in an eligible dual credit course at a public-school district or charter school and were qualified for free/reduced-price lunch in any of the four school years before enrolling in the dual credit course. An overview of the FAST provisions was also presented.

C. Vice President Administrative Services & CFO Report
   Brandon Bozon presented a report on the Capital Project Updates for January 2024. Stantec is the Architect and Cloud is the Construction Manager on all projects. A project map of the projects included the Temple College Main; Visual Arts and Workforce Center; Campus Services Center; Health Sciences Center-New; and Health Sciences Center-Renovation. Of the $160 million beginning budget, the total available funds are $143 million.

D. Board Committee Reports
   - Board Policy Committee
     The Board Policy Committee met on January 17, 2024 to review "LOCAL" Policy Manual Revisions
Item 4-A

- BBB (LOCAL) Board Members - Elections
- FLBE (LOCAL) Student Conduct - Alcohol and Drug Use
- GDA (LOCAL) Community Expression and Use of College Facilities-Conduct on College District Premises
- CD (LOCAL) Accounting

The policies were presented and approved on the Consent Agenda under Item L.

- Board Finance Committee

The Board Finance Committee met on January 22, 2024 to review the Annual Financial Report and Compliance Report for Fiscal Year 2023. The college received a clean or “unmodified” position on its FY 2023 Report. The report was included and approved under item 4B.

The Board Finance Committee also received a presentation from Brandon Bozon regarding the FY 2023 budget performance. The presentation was included and approved under Item 4N.

The Board Finance Committee also received a presentation from Brandon Bozon regarding an amendment to the College’s schedule of tuition and fees for academic year 2023-2024 and adoption of the College’s schedule of tuition and fees for academic year 2024-2025. The Finance Committee concurred with the staff’s recommended changes. These recommendations were presented and approved to the full Board under Items 9G and 9H.

Steve Niemeier reported that his resignation as a trustee on the Board of Trustees was a very difficult one and has much pride in helping bring Christy Ponce as president of Temple College.

9. New Business

A. Consider an Order for Election to be Held May 4, 2023 for the Purposes of the Temple College General Election for Board Trustees Place 1, Place 2 and Place 3, and a Special Election to fill the unexpired term for Board Trustee Place 5.

The Board was asked to consider an order of election for an election to be held May 4, 2024 for the purposes of the Temple College General Election for Board of Trustees Place 1, Place 2, and Place 3, and a Special Election to fill the unexpired term for Board Trustee Place 5. The terms of Trustees Bailey (Place 1), Arroliga (Place 2), and Koch (Place 3) conclude in 2024, and a general election for the new terms concluding in 2030 shall be held.

Trustee Niemeier submitted his resignation from Place 5 and a special election to fill the duration of his term concluding 2026 shall be held. The City of Temple will conduct an election. The President will enter into a Joint Election Agreement with the City of Temple.

On a motion by Harry Adams, seconded by Lydia Santibañez-Farrell, and without negative vote, the Order for Election to be Held May 4, 2023 for the Purposes of the Temple College General Election for Board Trustees Place 1, Place 2 and Place 3, and a Special Election to fill the unexpired term for Board Trustee Place 5 were approved as presented.

B. Consideration of Approval of Purchase of Dental Operatories and Related Equipment.
The Board was asked to approve the purchase of Dental Operatories and Related Equipment from Patterson Dental through the E&I Cooperative Contract #EI00077. The College’s Dental Hygiene Department has experienced high demand for its program since their inception date. Purchases made from the E&I Cooperative Contract #EI00077 satisfy the required bidding laws found within Texas Education Code 44.031 and EDGAR 2 CRF 200 for Federal Awards. Funding for the purchase of Dental Operatories and Related Equipment from Patterson Dental is allocated from Fund 62 Bond Proceeds for Capital Improvement and part of the 2.4 million U.S. Department of Commerce grant the College has previously received.

**On a motion by Dr. Hope Koch, seconded by Dr. Mark Durham, and without negative vote, the Purchase of Dental Operatories and Related Equipment was approved as presented.**

C. Consideration of Approval of Guaranteed Maximum Price Amendment for the Renovation of the Health Sciences Center.

The Board was asked to consider approval of a guaranteed maximum price for the Health Science Center Renovation Project. The Capital Improvement Program funded by the 2021 bond program includes the renovation of the existing Health Science Center. The preliminary GMP is $2,022,918, which is approximately 22% less than the estimate of $2,603,000 provided at the end of the design development phase. This project is funded in part by an EDA grant of $2,400,000, which will fund construction and eligible equipment. The grant requires a $600,000 match, which the College will meet. The total cost of construction and dental operatories is $3,149,021, and the total project cost, inclusive of soft costs is estimated at $3,602,212.

**On a motion by Dr. Hope Koch, seconded by Lydia Santibañez-Farrell, and without negative vote, the Guaranteed Maximum Price Amendment for the Renovation of the Health Sciences Center was approved as presented.**

D. Consideration of Approval of Advanced Technical Certificate in Cardiac Sonography.

The Board was asked to approve offering the Advanced Technical Certificate, Cardiac Sonography. This advanced certificate will allow those who already have an AAS in Sonography to obtain the credentials in cardiac sonography. On December 6, 2023, the college Curriculum Committee voted to approve adding this new certificate. If approved by the board, students may enroll in the program for the fall 2024 semester.

**On a motion by Dr. Andrejs Avots-Avotins, seconded by Larry Wilkerson, and without negative vote, the Advanced Technical Certificate in Cardiac Sonography was approved as presented.**

E. Consideration of Approval of Associate of Science, Biology, TBI STEM

The Board was asked to approve offering the Associate of Science, TBI STEM. This degree will serve the Texas Bioscience Institute (TBI) students and their particular pathway mandates. On December 6, 2023, the college Curriculum Committee voted
to approve adding this new degree. If approved by the board, students may enroll in the program for the fall 2024 semester.

On a motion by Larry Wilkerson, seconded by Lydia Santibañez-Farrell, and without negative vote, the Associate of Science, Biology, TBI STEM was approved as presented.

F. Consideration of Approval of Associate of Science, Computer Information Science, TBI STEM
The Board was asked to approve offering the Associate of Science, Computer Information Science, TBI STEM. This degree will serve the Texas Bioscience Institute (TBI) students and their particular Science, Technology, Engineering, and Math (STEM) pathway mandates. On December 6, 2023, the college Curriculum Committee voted to approve adding this new degree. If approved by the board, students may enroll in the program for the fall 2024 semester.

On a motion by Lydia Santibañez-Farrell, seconded by Harry Adams, and without negative vote the Associate of Science, Computer Information Science, TBI STEM was approved as presented.

G. Consider an Amendment to the Schedule of Tuition and General Fees for the 2023-2024 Academic Year
The Board was asked to approve amendment of the 2023-2024 Academic Year schedule for tuition and fees to effectively reduce the dual credit billing rate for tuition and general fees to $55 per hour for in-district and $65 per hour for Out-of-district dual credit students.

On a motion by Dr. Andrejs Avots-Avotins, seconded by Steve Niemeier, and without negative vote, the Amendment to the Schedule of Tuition and General Fees for the 2023-2024 Academic Year was approved as presented.

H. Schedule of Tuition and General Fees for the 2024-2025 Academic Year
The Board was asked to approve the 2024-2025 Academic Year schedule for tuition and fees.

On a motion by Steve Niemeier, seconded by Harry Adams, and without negative vote, the Schedule of Tuition and General Fees for the 2024-2025 Academic Year was approved as presented.

I. Consideration for Approval to Purchase One 2024 Chevrolet 2500 Express Cargo Van and One Chevrolet 2500 Silverado 4x2 Crew Cab Through the State of Texas Cooperative Contract 070-M1
The Board was asked to approve the purchase of one 2024 Chevrolet 2500 Express Cargo Van and one Chevrolet 2500 HD Silverado 4x2 Crew Cab from Caldwell Country Chevrolet through the State of Texas Cooperative Contract #070-M1. Purchases made from the State of Texas Cooperative Contract # 070-M1 satisfy
Item 4-A

the required bidding laws found within Texas Education Code 44.031. Based on the information provided, the Board of Trustees was asked to approve the requested purchase.

On a motion by Dr. Hope Koch, seconded by Lydia Santibañez-Farrell, and without negative vote, the Purchase One 2024 Chevrolet 2500 Express Cargo Van and One Chevrolet 2500 Silverado 4x2 Crew Cab Through the State of Texas Cooperative Contract 070-M1 including the authorization of the Vice President of Administration to approve any change orders up to the amount allowed by the Texas Education Code 44.0411, was approved as presented.

J. Consider Ratifying a Purchase Order Issued to Dell Technologies Through the State of Texas DIR Contract #TX IR-TSO-3763

The Board was asked to ratify a purchase issued to Dell Technologies through the State of Texas DIR Contract# TX DIR-TSO-3763. Temple College Information Technology staff members reviewed several options with faculty to address aging computers in some of our classrooms. It was determined that a new classroom set of computers was needed in the CIS department to upgrade the graphics cards needed to teach in today’s environment. Additionally, new all-in-one computers were needed to replace aging computers purchased in 2018. Also, new computers were needed as part of the Baylor Scott & White Sim Center upgrade project. These new computers replace Lenovo computers that were purchased over eight years ago. These computer purchases are being funded by Baylor Scott & White Sim Center Capital Improvement Plan. Purchases made from Dell Technologies through the State of Texas DIR Contract# TX DIR-TSO-3763 satisfy the required bidding laws found within Texas Education Code 44.031. Funding for the computers is available in Funds 10 and 23.

On a motion by Dr. Andrejs Avots-Avotins, seconded by Dr. Mark Durham, and without negative vote the Ratification of a Purchase Order Issued to Dell Technologies Through the State of Texas DIR Contract #TX IR-TSO-3763, including the authorization of the Vice President of Administration to approve any change orders up to the amount allowed by the Texas Education Code 44.0411, was approved as presented.

10. Miscellaneous

Chairman Bailey announced that there were no miscellaneous items for discussion.

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

At 8:33 p.m., Chairman Bailey announced that after a short break, the Board would adjourn to Executive Session in Accordance with Open Meetings Law, Chapter 551, Govt. Code, Vernon’s Texas Codes Annotated in Accordance with the Authority Contained in Section 551.072, for the purpose of Deliberating the Purchase, Exchange, Lease, or Value of Real Property.

12. The Board convened into Executive Session at 8:35 p.m.

A. Consider Authorizing the President to Execute a Contract to Purchase 1802 South First Street, Temple TX 76504
Item 4-A

The Board was asked to authorizing the president to execute a contract to purchase 1802 South First Street, Temple TX 76504.

On a motion by Steve Niemeier, seconded by Dr. Andrejs Avots-Avotins, and without negative vote, the Board authorized the president to execute a contract to purchase 1802 South First Street, Temple TX 76504.

13. Adjournment

There being no further business, the Meeting of the Board of Trustees was adjourned on a motion by Larry Wilkerson, and seconded by Hope Koch at 8:37 p.m.

NEXT BOARD OF TRUSTEES MEETING:

A Regular Meeting of the Temple College Board of Trustees will be held Monday, February 19, 2024 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
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.

★ Emily Ball – Office Manager- Hutto – EWCHEC Hutto Administration-Ms. Ball received her Bachelor of Business Administration degree from Texas A&M University. She has been working for Temple College as an Administrative Assistant in the Nursing department since April of 2023.

★ Madison Christensen – Testing Coordinator – Hutto - Liberal Arts Division – Ms. Christensen received her Bachelor in Biology degree from Texas State University. She has been working for Temple College as a Cashier in Hutto since June of 2023.
AGENDA ITEM 4-C

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 Provost/Vice President, Academic Affairs and Student Services, for appointment as members of the Adjunct Faculty.

★ Alonzo Ellison – Adjunct Professor, Music-Fine Arts Division-Mr. Ellison received his Master’s in Music Education degree from Tarleton State University. He is currently working as a music teacher for Georgetown ISD.

★ David Panahi – Dental Hygiene Clinical -Health Professions Division – Dr. Panahi received his Doctor of Dental Surgery degree from Texas Health Science Center School of Dentistry. He sold his practice in Austin, and is working part time for Cloud Dentistry Agency.
MEMORANDUM

Provost, Vice President of Academic Affairs and Student Services

To: Dr. Christina Ponce

From: Dr. Susan Guzmán-Treviño

Date: February 19, 2024

Re: Spring 2024 Part-Time/Overload Salaries, 16 and 1st 8-Week

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:

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<th>Division</th>
<th>SPR 2023</th>
<th>SPR 2024</th>
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<tbody>
<tr>
<td>Fine Arts</td>
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<tr>
<td>Liberal Arts</td>
<td>$160,112.05</td>
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<td>Business and Career Professions</td>
<td>$46,724.12</td>
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<td>Health Professions**</td>
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<td>**Total</td>
<td>$459,273.69</td>
<td>$506,112.13</td>
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*The Workforce Development classes were previously included in the Business and Career Professions Division.

**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.
MEMORANDUM
Office of the Vice President for Administrative Services

To:        Dr. Ponce & Board of Trustees
From:     Brandon Bozon
Date:     February 19, 2024
Re:       Approval of Amendments to the FY 2024 Budget

Temple College is the recipient of a Texas Higher Education Coordinating Board Texas Reskilling and Upskilling through Education (TRUE) grant in the amount of $218,200. The purpose of the grant is to assist in the creation of a Multi-Tech Medical Assistant Certificate program.

Temple College is in year three of the five-year HSI STEM Federal grant program. The Department of Education currently allows institutions to request to carryover unspent funds from the prior program year into the new program year. Temple College was approved to carryover $311,396 from program year two. These funds are in addition to the budgeted $759,481 for the current program year, bringing the total available funding for FY2024 to $1,070,877.

Recommendation: Approve amendments to the FY 2024 budget to appropriate reflect activity since budget adoption.
## TRUE Medical Assistant Grant

### Revenues

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### Expenditures

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## HSI STEM Grant

### Revenues

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### Expenditures

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<td>Subgrants/subcontracts : HSI STEM grant</td>
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**Grand Total** | $ 311,396.00
Gift Agreement

This Gift Agreement ("Agreement"), effective as of December 15, 2023 ("Effective Date"), is made and entered into by and between Harry Macve, whose address is 1234 Main St, Temple, TX ("Donor") and the Board of Trustees of Temple College (the "Board") for the use and benefit of Temple College ("College"). Based upon the Recitals below, and in consideration of the mutual promises and benefits hereunder, the parties hereto hereby agree as follows:

RECITALS

Donor wishes to make a charitable gift to the Board for the use and benefit of the College as set forth in this Agreement.

The Board and College desire to accept such gift, subject to the terms and conditions set forth in this Agreement.

AGREEMENT

1. **Gift.** Donor hereby pledges to the Board for the use and benefit of the College the following gift:

   $ 5,000.00 ("Gift").

2. **Payment of the Gift.** The Gift is an irrevocable pledge that will be paid to College over a period of 60 (6) years. Payments in support of this pledge will begin immediately upon the execution of this Agreement with an initial payment of $ 5,000.00 and will continue annually thereafter on the anniversary of the Effective Date according to the following schedule:

<table>
<thead>
<tr>
<th>Amount of payment by Donor</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>$ 1,667.00 (Streeter)</td>
<td>12/31/22</td>
</tr>
<tr>
<td>$ 1,666.66 (Nix)</td>
<td>12/31/22</td>
</tr>
<tr>
<td>$ 1,666.34 (Macy)</td>
<td>12/31/22</td>
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<td>$</td>
<td>12/31/23</td>
</tr>
<tr>
<td>$</td>
<td>12/31/24</td>
</tr>
</tbody>
</table>

   Donor may accelerate the payment of any or all of this pledge at any time in Donor’s discretion so long as the cumulative total of all gift payments meets the foregoing schedule. Payments shall be paid by Donor to College via check, electronic funds transfer, stocks or other securities, or other methods acceptable to Donor and the Board.

3. **Use of the Gift.** The Gift shall be used for any purposes within College’s mission or purposes.

4. **Acknowledgment.** In consideration for the Gift, the Board and the College will acknowledge the Gift by naming the [insert area or location to be named, including the facility to which it belongs ("Facility"), and then the name of the area or location] ("Naming"). (Example: by naming the Reception Area of the College Medical Building ("Facility") the Donald Donor Reception Area ("Naming")). Before the Naming is erected, Donor shall demonstrate reasonable and timely pledge payments. After the Naming is affixed, Donor will continue pledge payments in accordance with the foregoing schedule. Subject to the terms of this Agreement, the Naming will last for the useful life of the Facility.

5. **Termination of Naming.** In addition to any rights and remedies available at law, the Board may terminate this Agreement and all rights and benefits of the Donor hereunder, including terminating the Naming:

   a. In the event of any default in payment of the Gift as provided in this Agreement, or
   b. In the unlikely event the Board determines in its reasonable and good faith opinion that circumstances have changed such that the Naming chosen by the Donor would adversely impact the reputation, image, mission or integrity of the College or the Board, in the event of a continued association with Donor and the continuation of the Naming provided for herein.

Upon any such termination of this Agreement and/or the Naming hereunder, the Board and College shall have no further obligation or liability to Donor and shall not be required to return any portion of the Gift.
already paid. The Board, however, may in its sole and absolute discretion determine an alternative recognition for the portion of the Gift already received.

6. **Modification of Naming.** If during the useful life of the Facility, the Facility is transferred or conveyed from College, closed, deconstructed, destroyed or severely damaged, significantly renovated, upgraded, or modified; relocated, or replaced, then the Naming will cease. In such event, however, the Donor, if available, and in consultation with and as mutually agreed by the Board and College, will have the right, for no additional payment, to have another available and equivalent College facility named after the Donor.

7. **Publicity.** For purposes of publicizing the Gift and the Naming, College will have the right, without charge, to photograph the Donor and use the names, likenesses, and images of the Donor in photographic, audiovisual, digital or any other form of medium (the "Media Materials") and to use, reproduce, distribute, exhibit, and publish the Media Materials in any manner and in whole or in part, including in brochures, website postings, informational and marketing materials, and reports and publications describing College's development and business activities.

8. **Assignment.** This Agreement and the rights and benefits hereunder may not be assigned by either party without the prior written consent of the other party, which consent shall be in the sole and absolute discretion of the non-assigning party.

9. **Entire Agreement.** This Agreement constitutes the entire agreement of the parties with regard to the matters referred to herein, and supersedes all prior oral and written agreement, if any, of the parties in respect hereto. This Agreement may not be modified or amended except by written agreement executed by both parties hereto. The captions inserted in this Agreement are for convenience only and in no way define, limit, or otherwise describe the scope or intent of this Agreement, or any provision hereof, or in any way affect the interpretation of this Agreement.

10. **Governing Law and Venue.** This Agreement will be governed by and construed in accordance with the laws of the State of Texas without regard to any conflict of laws rule or principle that might refer the governance or construction of this Agreement to the laws of another jurisdiction. Subject to the sovereign immunity of the State of Texas, any legal proceeding brought in connection with disputes relating to or arising out of this Agreement will be filed and heard in Bell County, Texas, and each party waives any objection that it might raise to such venue and any right it may have to claim that such venue is inconvenient.

11. **Board of Trustees Approval.** This Agreement and the recognition and naming provided for herein are subject to the approval by the Board and this Agreement will not be effective unless and until approved by the Board.

ACCEPTED AND AGREED TO:

**DONOR**

By: 

Name: **Harry B. Macy, III**

**TEMPLE COLLEGE**

By: 

Name: Christina Ponce, Ph.D.

Title: President, Temple College
Faculty Council Report to the Temple College Board of Trustees
February 19, 2024

Faculty Service to the College

Faculty have been active and volunteering for activities across the college. In addition to committee work the faculty are engaged in, they have volunteered to help support Skills USA January 27th and the Science Challenge Feb 2nd. For both events, volunteer faculty helped support the events by helping with set up/take down, registration, guides, skills reviewers, and test proctors. I would like to thank those that worked hard to organize these events and get the volunteers needed. The event organizers are dedicated faculty who bring these wonderful opportunities and recognition to Temple College. I would also like thank the faculty volunteers that help support these events. These opportunities bring great attention to Temple College and help support our committees we serve. I wish I had the list of faculty that participated in these events to send each an individual thanks.
THANK YOU!
MEMORANDUM
Provost, Academic Affairs and Student Services

To: Dr. Christina Ponce
From: Dr. Susan Guzmán-Treviño
Subject: February 2024 Academic Affairs and Student Services Report

STUDENT SPOTLIGHT: We will feature chemistry students: Richard Ridings, Archer Ford, and Connor Stear for their exemplary performance on national standardized chemistry exams.

OUTSTANDING FACULTY SPOTLIGHT: Lance English, Assistant Professor, Chemistry, will be highlighted as he has been instrumental in the success of our students.

OUTSTANDING EMPLOYEE SPOTLIGHT: We will recognize Ruth Bridges, Director of Student Life.

eLEARNING, EDUCATION TECHNOLOGIES and ONLINE SERVICES

eLearning Operations

Simple Syllabus

- Staff are continuing to work with Ellucian consultants and Special Projects Manager, Becky Musil, to ensure that all courses are created each semester.

WaterMark End of Course Survey

- Staff are monitoring process improvements made to “re-sync” any late add courses to course survey list and have assisted Special Projects Manager during fall semester to identify an issue with course sections missing from the end of course survey.

Digital Signage & Messaging

- A large LCD panel in eLearning suite has been configured by IT Services to run campus news announcements.

Texas Statewide Course Sharing Exchange

- The Exchange is live with over 80 course offerings for spring 2024, including 14 2nd 8-week offerings for Temple College in Business, Engineering Technologies, Social Work, Natural Sciences and Child Development.

THECB

- Institutional Plan Distance Education renewal cycle every 10 years, based on the SACSCOC cycle.
● Principles of good practice need to be demonstrated. Online Learning Scorecard should be implemented across all departments. One example is the State University of New York (SUNY) course quality review scorecard to be used.
● Team met with Dr. Susan Guzmán-Treviño before winter break, follow-up meeting scheduled to review next steps to include initial communications to Deans and Department Chairs via Education Services Council. Project plan to be developed and implemented.

D2L Publisher Integrations

BibliU
● Monitoring developments with recent acquisition of Texas Bookstore Company for any trends or technology changes which may require Learning Management Systems integrations.

Edpuzzle
● New integration performed for Alicia Buck for all Surgical Technology (SRGT) courses. Edpuzzle is a platform that lets you create and share interactive video lessons with embedded questions, feedback, and analytics.

Festo
● New integration performed for Workforce faculty Richard Askey for Mechanical Processing course.

OpenStax
● New integration performed for English faculty Wesley Jackson for ENGL 1301 and 1302.

Vendor Management

Honorlock Proctoring Solution
● Honorlock usage data:

<table>
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<tr>
<th>Usage</th>
<th>Mar</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
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<td>12</td>
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<tr>
<td>Unique Exams</td>
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<td>41</td>
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<td>74</td>
<td>79</td>
<td>83</td>
<td>63</td>
<td>16</td>
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<td>Exams Taken</td>
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<td>479</td>
<td>428</td>
<td>303</td>
<td>819</td>
<td>841</td>
<td>744</td>
<td>609</td>
<td>165</td>
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Panopto
D2L integration scheduled for early February. Communications to faculty is scheduled for mid-February, migration to occur over spring semester.

**Tutor.Com**
- Working with Michael Hein, Writing Center and Math Lab Coordinator to market this service to faculty and students. eLearning facilitated a meeting on 7 September with Success Coaches, Michael and his staff to discuss alignment of groups to streamline communications and maximize student support efforts.
- Usage data as for spring semester as of January 31:

| Current Number of Fall Semester Sessions | 203 |
| Active Students                        | 46  |
| Average Session Length (minutes)        | 30.08 |
| Student Rating                         | 4.63/5.00 |
| Recommended Rate                       | 95.7 |
| Contract Hours Used (hours)             | 107.76/ 400 |
| Contract Hours Used (%)                 | 27  |

**Committees**

**Website Steering Committee**
- Christa and the committee are continuing meetings, most recently working on the eyebrow and toolbar contents, what goes where and what is the best wording for ease of use.

**Community**

**Texas Digital Learning Association**
- Public Policy Committee working on redeployment of sub-website on Txdla.org website which will contain news updates, templates and resources for the regions.

**ENGINEERING TECHNOLOGY**

Important Milestones/achievements for the department, individuals, faculty, or staff
- Dr. Melendez completed SWIFT programing training in Tucson, AZ on January 12 -16.

**Community Outreach**
- Mr. Preston Griffith and Mr. Richard Askey were invited by Rural Capital Workforce Solutions to promote careers in engineering Thursday, January 18, 2024.
- Dr. Melendez presented at the Kennedy-Powell Career Day. She presented to the student population on degrees offered at Temple College on Friday, January 12, 2024.

**Upcoming Events**
• Dr. Melendez, Treva Askey, and DeDe Griffith to present at TCCTA (Texas Community Colleges Teachers Association) on Feb 29 – March 2, at Frisco, Texas. Topic: Micro-credentials and Implementation at Temple College.
• Dr. Melendez, to present at TCCTA on Implementing Digital Notebooks in your Curriculum using One Note
• National SkillsUSA Week Feb 5 – 9: SkillsUSA STEM Club students hosting recruiting event at lunch on Wednesday providing pizza to students in Watson Tech #548.

CHILD DEVELOPMENT
• Significant growth in spring semester: Enrollment more than doubled from spring 2022 to 2023; with second eight-week enrollment, the final number could be tripled.
• Preservice Training Module: Final stages of completion; this online module will facilitate mandatory preservice training for all child caregivers in the state. Inquires already being made.
• Partnering with Shared Services: This program through Workforce Solutions will pay for preservice training for all 3- and 4-star Texas Rising Star providers. Currently 9 childcare centers are enrolled with over of 100 training opportunities forthcoming.
• Scholarships from Workforce Solutions: Discussions with Workforce Solutions to provide up to 10 scholarships for 2 CDEC classes. MOU is being created.
• Utilization of TEACH (Teacher Education and Compensation Helps) through TAEYC (Texas Association for the Education of Young Children): Helped Rockdale student walk through the process and acquisition of the scholarship.
• Initial Realignment of Pathways: Working to create a plan for high school students interested teaching/childcare.

WORKFORCE AND CONTINUING EDUCATION

Open Enrollment Career and Workforce Programs:
• Registration is ongoing for the following courses: Electrocardiography (EKG) Technician, Phlebotomy Technician, Clinical Medical Assistant, Patient Care Technician, and Certified Nurse Aide.

Upcoming Community Programs:
• Summer Camp Registration Open
  o 40 + Camps for K-12 students
  o Across Hutto, Taylor, Temple, and Rockdale
  o Science, Technology, Engineering, Arts, & Math focused
  o During the months of June, July, and August
• STEAM Saturdays begin on February 3, 2024 in Temple, February 10, 2024 in Taylor, and February 17, 2024 in Hutto
  o STEAM activities will be held one Saturday a month at each location
  o The first activity is building a pinball machine. Students will design the board, launch, and play, all while discovering pinball game physics!

Dual Enrollment:
New Career and Technical Education (CTE) dual enrollment courses offered to high school students at Texas Bioscience Institute (TBI) Temple and TBI Hutto as well as Holy Trinity Catholic High School including: Customer Service, Electrocardiography (EKG), and Microsoft Office Pro.

New Program Spotlight:
- Workforce and Continuing Education is developing a Non-certified Technician (NCT) program to meet industry demand.

Contract Training:
- Provided Phlebotomy Technician Seminar for Nursing Staff at Central County Services
- Provided Project Management (SCRUM) training for Teachers and Administrators at Belton New Tech High School

Community Outreach:
- Promoted Temple College Workforce Development programs at The Forge University Research Park & Innovation District Summit held at Texas A&M University Central Texas
- Upcoming: February 17 - Troy High School Workforce Pathways Experience
- Upcoming: February 23 – Temple College Preview Day

Upcoming Training:
- Belton Economic Development Corporation (BEDC) Leadership Training
  - Working with the BEDC to provide leadership training for representatives from businesses in Belton. BEDC is covering a portion of the cost of training for each participant. This is the first of several training opportunities planned for businesses in Belton through a partnership with BEDC.
- Staff Professional Development
  - WCE is providing a customer service training to staff. Training includes an opportunity for employees to earn a national certification. In this course, participants will master customer service skills, including understanding the customer life cycle, developing effective strategies to engage customers, and assessing customer needs. They'll also gain crucial workplace skills that include problem-solving, working in teams, reading customer body language and increasing customer satisfaction and retention.
- Leadership Development for Temple College Supervisors
  - Coaching: Moving People Forward is the second course in a three-course series. In this course, leaders recognize the benefits of a growth mindset, and the insight tool measures their general orientation to how they view other’s potential to grow. They learn and practice a practical approach to coaching in the moment, in any situation.

EAST WILLIAMSON COUNTY HIGHER EDUCATION CENTERS

- Spring term classes are well underway, and staff at both Taylor and Hutto have been busy assisting students with enrollment processes for next 8-week classes and next term. FAFSA (Free Application for Federal Student Aid) presentations are also underway at area high schools. Enrollment, recruitment, and financial aid staff are teaming up to support our service area high schools with presentations and hands-on help for parents and students completing FAFSAs.
- Community outreach continues with presentations this month to Hutto Economic Development Corporation, Thrall ISD, Hutto City Council, and Taylor ISD.
Presentations are focused on reinforcing the benefits of Temple College to the communities and the new programs and activities being offered at the Centers.

- The Hutto Center is hosting Skills USA February 1-3, 2024. The event is being organized by our partners at EWCHEC and will bring in 350 – 400 high school students to participate in the competitions throughout the weekend.
- Planning is fully underway for the upcoming Preview Event at the Hutto Center on March 1, 2024. The event is geared toward high school prospective students but is open to the public and anyone interested in learning more about Temple College offerings in Williamson County.

EWCHEC Student & Community Events this month:
- February 1 – Thrall ISD presentation
- February 1 – Taylor HS FAFSA Presentations
- February 1-3 – Skills USA @ Hutto Center
- February 6 – Hutto Adopt-a-school 100th Day event
- February 7 – Rockdale HS FAFSA Presentations
- February 8 – Hutto Power Breakfast @ Hutto Center
- February 8 – Thrall HS FAFSA Presentations
- February 9 – Legacy HS Freshman TC Applications Event
- February 10 – WCE STEAM Saturdays @ Taylor Center
- February 12 – Legacy ECHS FAFSA Presentations
- February 13 – TBI Hutto Open House
- February 13 – Thorndale FAFSA Presentations
- February 14 – Hutto Chamber Luncheon @ Hutto Center
- February 15 – Hutto City Council Presentation
- February 15 – Rockdale HS College Fair
- February 17 – WCE STEAM Saturdays @ Hutto Center
- February 26 – Taylor Chamber Luncheon
- February 28 – Hutto HS Volleyball Banquet @ Hutto Center

STUDENT SERVICES AND ENROLLMENT MANAGEMENT

Ms. Shannon Bralley, Associate Vice President of Student Services and Enrollment Management reports the Student Services and Enrollment Management (SS & EM) Division is off to a strong start in 2024.

- To work with students and provide flexibility for financial challenges they may face, SS & EM has revised the enrollment process to provide outreach and support to students who owe a balance, while assuring them they will not be dropped for non-payment. This process has allowed staff members to spend time one-on-one with students in the first weeks of classes exploring options such as short-term loans through the SS & EM division, contacting the Leopard Loan office, or setting up a payment plan through the college. This approach aligns with the college's goal to create a culture of caring, where students feel that Temple College is working with them to resolve any barriers they may face.
• Ms. Shannon Bralley actively participated in All College Day by moderating a student panel with the focus of describing the student experience and highlighting for faculty and staff the impact they have on the lives of several Temple College students. This panel was a huge hit, with both employees who were highly interested in the student stories, as well as with the students, who expressed that they enjoyed giving back to the college. Ms. Bralley also introduced the Staff Caring Campus teams who explored the first two behavioral commitments of creating a caring campus: Nametags and identification, and the 10-foot rule of welcoming and assisting campus visitors.

• During All College Week, Ms. Shannon Bralley moderated a data share-out session with Mr. Dan Brown, History faculty, on the topic of data takeaways from the faculty roll-out of the Caring Campus Initiative. Ms. Bralley, along with Registrar, Suzanna Bachman also presented a fun and engaging Taylor Swift-themed session about the Professional Learning Community takeaways from groups that met on belonging, diversity, and customer service.

• Ms. Bralley is currently teaching a Continuing Education class on 'Atomic Habits' through February.

• Ms. Bralley is presently collaborating with representatives from Phi Theta Kappa, and Marketing and Outreach for upcoming Campus Preview Days, Career Preparation Workshops, and College Transfer Fair.

• Ms. Bralley and Ms. Bachman, Registrar, provided the fall 2023 Honors List to Marketing for publication.

Departmental Reports

Academic Advising

• Academic Advisors, Ms. Alexz Martinez, Ms. Hattrice Freeman, Ms. Laura Rodriguez, and Mr. Derrick Webb have been assisting students with spring 2024 registration as well as 16-week and first 8-week add/drops

• Over the winter break in December 2023, Mr. Derrick Webb and Ms. Laura Rodriguez responded to 142 inquiries via email and TAWK chat.

• In January 2024, Ms. Bachman, acting Advising Director, reported the Advising Center served 633 students in person, in addition to email, chat, and phone requests for advising, including change of majors, graduation applications, add/drops, and Self-Service course approval and virtual advising.

• The Advising Center has processed over 100 graduation applications while the Admissions and Records Office undergoes the hiring process for a new graduation specialist.

• Beginning in January 2024, the Advising Center has begun utilizing a new sign-in service called QLess. The Academic Advisors have been adapting to this new service and assisting students with the service as well.

• On January 11, 2024, academic advisors met with the HSI team to discuss new operations for a fluid collaboration.

• Academic Advisors assisted in training the new HSI Advisor, Jessica Napolez.

• Academic Advisors attended All College Day, January 8, 2024, where Laura Rodriguez was recognized for 10 years of service and Alexz Martinez was recognized for 5 years.
Admissions and Records

- Jessica Fettig was nominated as Admissions and Records Employee of the Month by her colleagues in January at the monthly Admissions team meeting.
- An interview committee, comprised of Suzanna Bachman, Natalie Bland, Rebecca Ormsbee, and Travis French, was established to review applicants for the two open Admissions Technician Roles for the front desk and Graduation Specialist.
- New hire, Veronica Suniga began training on document entry and application processing. She will begin her next training on equating soon.
- Ms. Bachman attended the Temple ISD Dual Credit design meeting on January 3, 2024.
- Admissions staff attended All College Day on January 8 where Erica Arredondo was recognized for 5 years at Temple College and Suzanna Bachman was recognized for 10 years.
- Christal Fiedler was nominated as Captain for the SS & EM Party People Committee.
- Ms. Bachman presented with Shannon Bralley during Welcome Week over the SS & EM Professional Learning Communities.
- Ms. Bachman met with Leah from the HSI team to discuss recruitment strategies for the HSI cohorts.
- Ms. Bland and Ms. Bachman trained with Miriam Foster, Colleague Support, to ensure the new program building was done efficiently.
- Ms. Bland served on the interview committee for the Financial Aid front desk role.
- Ms. Bachman continues to work on the Caring Campus - Caring in Action committee. In addition, she is part of the Website Advisor committee.
- Admissions and Records entered 3464 transcripts (both college and high school) in students' records. Information is pulled for testing and course evaluations so that students can register for classes, receive an accurate degree plan, and apply for graduation.
- Admissions and Records has imported 930 applications and processed 38 new applications that need manual adjustments in the Recruit online application system.

Financial Aid

- Mary Daniel, Director of Financial Aid, reports for 2023-2024; 1699 learners at Temple College received Pell grants for a total disbursed amount of $4,241,521.50; 955 learners received Direct Loans for a total disbursed amount of $3,605,317.00.
- For the 2023-2024 school year, 7550 learners have listed Temple College on their Free Application for Federal Student Aid (FASFA).
- On January 30, 2024, the Financial Aid office was notified that the Department of Ed was delaying pushing out the FAFSA to schools and it would not be until the middle of March that we would be able to process them.
- Sheila McMillan conducted a FAFSA workshop for Holland ISD. There were 13 students and 9 parents in attendance.
- The staff is preparing for a busy February with 13 FAFSA workshops scheduled for area schools.

Student Accommodations/International Advising/Foster Care Liaison

- On January 4 - Ms. Reid attended a Zoom meeting with area accommodation coordinators to discuss disability-related issues for students on our campus and how we implement their accommodations.
On January 9 - Ms. Reid presented a Welcome Week Accommodations training for faculty and staff via Hyflex in the Academic Center (AC) building.

On January 9 - Ms. Reid attended the Poss-Abilities Job Fair planning meeting with TX Workforce, UMHB, Central Counties Services, Temple ISD, and Belton ISD to plan for the Job Fair for students with disabilities that will be held at Temple College on March 22 from 9:00-3:00.

On January 10 - Ms. Reid emailed 364 accommodation letters to instructors for 119 accommodation students in the spring 24 semester.

On January 11 - Ms. Reid attended the HSI advising meeting to learn more about the HSI program how they advise students and the resources available to those students.

Ms. Reid is currently accepting applications for accommodation students for the spring 24 semester.

Ms. Reid is currently accepting applications for international F1 visa students for the fall 2024 semester. Temple College currently has nineteen F1 visa international students attending for spring 2024 with more students still in the application process for fall 2024.

For the fall 2023 semester, we had fourteen F1 visa students attending and for spring 2024 we had nineteen F1 visa students attending. Each semester the F1 visa student numbers increase.

Student Life
Ms. Ruth Bridges reports the following upcoming student events and recognitions for February 2024:

February 1           National Freedom Day- Celebrating Black History Month
                    Showing “Freedom Riders” and handing out snacks
                    WGU Display, Table Arnold Student Union
February 2           National Wear “Red Day”
February 5           “Black History” Black Inventors Display, Arnold Student Union
February 6           Decorate Valentine’s Cookies at ASU
                    Black History “Crossword Puzzle”
February 7           Make a Card for a friend, ASU
                    Immanuel Baptist provides free: Chick-fil-A, ASU
February 8           National Fly A Kite Date
                    Come to Arnold Student Union to fly a kite
February 9           Wear your favorite Jersey
February 13          Handout: Mardi Gras Mask & Beads
                    Pass out King Cake
February 14          Pass out Valentine Candy & Bibles, Baptist Student Ministries
                    Valentine Photo Booth: Faculty, Student & Staff
February 15          Black History “Black History Quiz”
February 19          President's Day Display, ASU
                    Tug of War, ASU
                    Black History “Black Athletic Display”
February 21          HSI Job Fair
February 22          National Margarita Day
                    Handout Virgin Margaritas
                    SkillsUSA Fundraiser at Texas Roadhouse
February 23          Campus-wide Preview Day
Student Retention

- Mr. Adrian Sora, Director of Student Retention reports that there have been 156 faculty alerts that have been reported at this time with 21 faculty members reporting. Mr. Sora and the Success Coaches work the alerts, based on the alert level.
- Mr. Sora reports that the Success Coaches have begun to offer their Success Coach Sessions. The sessions will be offered every two weeks on Tuesday and Wednesday. There will be two face-to-face sessions and one Zoom session for online students, students at our satellite locations, and students who simply could not make it to campus. The first session that was offered on January 30th and 31st was the "chat with your coaches" session. On February 13th and 14th, they will host the “Study Skills” sessions. The last session of the month will be February 27th and 28th “Test Anxiety.” This is a proactive approach that will help students before they become “at-risk.”
- There are currently 10 women approved for Title IX Pregnancy Services for the SP24 semester.
- Mr. Sora has created a new dashboard within CRM Advise for the Student Accommodations and International Student Office. The dashboard allows the Coordinator of Student Accommodations, Misty Reid, to easily handle the caseload of students. Ms. Reid will also be able to input and access meeting notes and send email, and text messages to her students. Mrs. Reid's training has begun.

Testing Center

- Ms. Monique Gibson reports on the successful initial month for the Temple College Testing Centers for spring 2024. Collaborating with Stephen Phelps, the Testing department administered 50 TCOLE (Texas Commission on Law Enforcement) and 15 CASA (Court-appointed special advocate) exams for Adult Education and Literacy. There has been an uptick in proctoring services for Temple College class exams, Pearson professional certifications, and exams from other outside institutions at both Temple and Hutto locations.
- The Full-Time Hutto Coordinator position has been filled by Madison Christensen, and recruitment for a Temple Testing Specialist is ongoing.
- With spring 2024 deadlines approaching, students are actively testing for Allied Health program entry (HESI and TEAS examinations) at both Temple and Hutto Testing Centers.
- Both the Temple and Hutto Testing Centers have seen a consistent flow of student testers taking the Texas Success Initiative exam (TSIA2) for spring 2024.
- Facility enhancements include expanded Quiet Room accommodations at the Temple/Hutto Testing Center.
Additional testing activities include conducting remote testing for TSIA2 testers, implementing new Fire Department software (TCFP), and proctoring exams for 7 CLEP testers.

Veteran Affairs

- Mr. French and Ms. McCauley have registered 276 veteran students and their dependents for a combined total of 2597 credit hours for the spring 2024 semester as of this date. The VA office is actively registering and certifying for the spring 2024 semester.
- Mr. French and Ms. McCauley are working with the Texas Veterans Commission on updating the school’s degree plans within the VA system so that the newly added degree plans can be certified for VA benefits. This also includes certifications and classes within the Workforce and Continuing Education department. This process usually takes about 4 months before final approval is given.
- Mr. French has just briefed the new cadets participating in the Temple College Police Academy on how to use their benefits. This is something Mr. French has been doing for some time now as several of the cadets are prior military and wish to use their VA benefits during the academy.

Writing Center and Math Lab

- Mr. Mike Hein, Coordinator, reports the Math Lab (ML) and Writing Center (WC) have seen significant utilization of tutoring sessions by students from December 14, 2023, to January 30, 2024.
- Mr. Hein continues to work on several committees/work groups to ensure the WC is in alignment with TC’s vision and goals. Also, work on our CTL (Center for Teaching & Learning) committee and our Science Challenge team provides opportunities for internal marketing and cross-departmental awareness. Meetings continue to be frequent.
- The ML piloted an achievement awards program for students. We provided a certificate of achievement and a small gift to the student who utilized our services the most and made the most progress during the 2022-2023 year. We plan to expand this program and begin marketing during spring 2024.
- Marketing has included:
  - presentation of services at our first CTL Conference during Welcome Week 2024
  - four days of tabling and two weeks of classroom visits where students hear about their tutoring services resources.
  - The ML and WC homepages now include a breakdown of tutor availability by subject.

- Collaboration with our HSI L.E.A.D.S. team has resulted in a lateral transfer of one of our tutors, improving the ML’s budget forecast, adding to the HSI L.E.A.D.S. tutoring component, and increasing the number of hours and rate of pay for the tutor – a win, win, win.
- Multiple team members have reengaged with professional development opportunities offered by the coordinator resulting in the refinement of processes and materials.
- The coordinator has implemented the first iteration of guidelines to address the use of AI. Guidelines have been developed from conversations with the team, by reviewing
TC’s CTL website, and through collaboration with the English Department, most notably, Professor Heather Chandler.

HEALTH PROFESSIONS II

The division is excited to report that the official NCLEX results are here; NCLEX-PN is 90.32% and NCLEX-RN is 95.56%! The Board of Nursing is now reporting per calendar year so this is for everyone who tested last year.
AGENDA ITEM 9-A

Consideration of the Approval of the Appointment of a New Board Member

Recommendation: Approval

At the January 22, 2024 Board of Trustees meeting, Stephen H. Niemeier submitted his resignation from the Board. While Mr. Niemeier’s term ends in May 2026, state law requires the appointed replacement member to be up for election at the next Board of Trustee election cycle.

The Board Chair is recommending a person to fill Mr. Niemeier’s term of office.
ITEM 9-B

Administration of the Oath of Office to Newly-Elected Member of the Board of Trustees

Recommendation:  No Action Required

The new member will take the Oath of Office to serve on the Temple College Board of Trustees.
The mission of Temple College is to foster student success for our diverse community by providing quality lifelong learning and enrichment experiences that empower students to achieve their dreams and aspirations.

Temple College will be recognized as a community college of excellence, offering quality credentials of value that lead to high-demand careers in the community and successful transfer pathways. We will be the trusted and recognized partner across industry sectors and education partners, working together to increase postsecondary credentials that address economic mobility.
OUR VALUES

Excellence: We embrace innovation to provide high-quality education through collaboration and strong partnerships.

Integrity: We foster an environment that promotes trust and accountability through transparency and responsible action.

Community: We care for our Temple College family and those we serve, working together to promote well-being and success.

Respect: We commit to a campus culture where all can thrive.

PRIORITY AREAS:

• Teaching and Learning
• Building Talent and Economic Mobility
• Completion
• Operational Effectiveness
• Student Success
TEACHING AND LEARNING

Goal: Ensure student success by scaling high-impact practices and increasing student engagement.

**Strategies:**
- Implement Talent Strong Texas Pathways to support innovation, student success, and academic excellence.
- Expand high-quality, effective professional development opportunities that support student success.
- Increase flexible, accelerated, collaborative, and convenient class schedule options.

BUILDING TALENT AND ECONOMIC MOBILITY

Goal: Design and deliver 21st-century career pathways to stimulate economic development and produce a skilled workforce aligned with labor market needs.

**Strategies:**
- Build strong business and industry partnerships.
- Expand enrollment in training programs by developing new physical locations and offerings.
- Increase industry-recognized credentials of value with professional tools and industry-standard equipment.
- Develop innovative programming, competency-based learning, and training solutions.
**COMPLETION**

Goal: Accelerate success into and through Temple College pathways.

**Strategies:**
- Increase enrollment across the Temple College service area.
- Align Pathways from all student entry points to facilitate completion and employment.
- Improve completion across certificates, degree programs, and postsecondary credentials of value.
- Increase transfer success.
- Reduce time to completion.

**OPERATIONAL EFFECTIVENESS**

Goal: Align resources with Temple College priorities to provide exceptional opportunities for our students, employees, and community.

**Strategies:**
- Provide high-quality learning environments and facilities.
- Modernize business processes and technology.
- Improve strategic communications and marketing.
- Increase advocacy and external relations across the Temple College service area.
- Invest in talent.
- Enhance financial sustainability and capacity building.
STUDENT SUCCESS

Goal: Create a college culture that values all voices and enables success.

Strategies:
- Build connections that create a sense of belonging and a welcoming environment.
- Redesign the entry experience using Pathways principles.
- Enhance academic and non-academic support services.
- Leverage data systems and technology to improve performance-based outcomes.
- Create strategies to remove financial barriers to make college affordable.
MEMORANDUM
Office of the Vice President for Administrative Services

To: Dr. Ponce and the Board of Trustees

From: Brandon Bozon

Date: February 6, 2024

Re: Consideration for approval of the Procurement of a New Roof for the Performing Arts Center from Clark Roofing through The Interlocal Purchasing System Cooperative, Contract #230104.

Staff Recommendation: Approval

The Board is asked to approve the Procurement of a New Roof for the Performing Arts Center From Clark Roofing through The Interlocal Purchasing System Cooperative, Contract# 230104.
Description: Consideration for approval of the Procurement of a New Roof for the Performing Arts Center from Clark Roofing through The Interlocal Purchasing System Cooperative, Contract #230104.

Recommendation: The Board is asked to approve the Procurement of a New Roof for the Performing Arts Center from Clark Roofing through The Interlocal Purchasing System Cooperative (TIPS), Contract # 230104.

A Facility Condition Assessment report was completed in 2019 by Stantec an engineering firm that completed our Master Plan at the time. The report identified several facilities that either needed to have their roofs repaired or replaced soon. The report indicated the roof at the Performing Arts Center was a single-ply PVC-based roof approaching the end of life soon. Stantec estimated the life expectancy remaining on the roof to be 2-5 years and it was last replaced in 2003.

A condensed list of the facilities needing immediate attention was presented to the Board Building Committee on July 6, 2023. The report identified the Performing Arts Center as one of the most critical roofs that needed to be replaced, as this facility has been experiencing a few leaks over the past few years.

Our Maintenance Department identified several vendors to conduct surveys of the work that needed to be completed at the Performing Arts Center. The Maintenance Department identified Clark Roofing as the vendor that displayed the best skill, knowledge, reputation, and price to complete the needed roof replacement at the Performing Arts Center. A recent roof replacement job was completed by Clark Roofing at the Gymnasium and our Maintenance Department cited their work and communication as impeccable.

To expedite the purchase of the new roof a quote was provided to the College through the TIPS cooperative. Purchases made from Clark Roofing through the TIPS cooperative satisfy the required bidding laws found within Texas Education Code 44.031.

Funding for the roof replacement at the Performing Arts Center is available through Fund 62. Based on the information provided, the Board of Trustees is now asked to approve a purchase in the amount of $382,934.80 from Clark Roofing through The Interlocal Purchasing System Contract# 230104. The Board of Trustees also is asked to authorize the Vice President of Administration to approve any change orders up to the amount allowed by the Texas Education Code 44.0411.
Funds Available:

________ Budgeted

________ Fund Balance

___X___ Other: Fund 62
MEMORANDUM

PROVOST, VICE PRESIDENT OF ACADEMIC AFFAIRS AND STUDENT SERVICES

To: Dr. Christina Ponce

From: Dr. Susan Guzmán-Treviño

Date: February 19, 2024

RE: Approval of Associate of Science, Allied Health, TBI STEM

We are requesting the Board of Trustees approve offering the Associate of Science, Allied Health, TBI STEM.

This degree will serve the Texas Bioscience Institute (TBI) students and their particular Science, Technology, Engineering, and Math (STEM) pathway mandates. On February 7, 2024, the college Curriculum Committee voted to approve adding this new degree. If approved by the board, students may enroll in the program for the fall 2024 semester.

Please see Page 2 of this memo for the recommended degree plan.

We appreciate your consideration of this request.
## Associate of Science - Allied Health TBI

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<thead>
<tr>
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**Total Hours First Year** 32

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**Total Hours Second Year** 28

**Grand Total Hours** 60
MEMORANDUM

PROVOST, VICE PRESIDENT OF ACADEMIC AFFAIRS AND STUDENT SERVICES

To: Dr. Christina Ponce

From: Dr. Susan Guzmán-Treviño

Date: February 19, 2024

RE: Approval of Associate of Science, Pre-Nursing, TBI STEM

We are requesting the Board of Trustees approve offering the Associate of Science, Pre-Nursing, TBI STEM.

This degree will serve the Texas Bioscience Institute (TBI) students and their particular Science, Technology, Engineering, and Math (STEM) pathway mandates. On February 7, 2024, the college Curriculum Committee voted to approve adding this new degree. If approved by the board, students may enroll in the program for the fall 2024 semester.

Please see Page 2 of this memo for the recommended degree plan.

We appreciate your consideration of this request.
## Associate of Science - Pre-Nursing TBI

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