AGENDA

Notice is hereby given that a Virtual Regular Board Meeting of the Board of Trustees of Temple College will be held on Monday, March 18, 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 February 19, 2024
   B. Consideration of Approval of the Appointment of Adjunct Faculty
   C. Consider Authorizing the President to Execute Gift/Naming Agreement with Donor
   D. Consideration of Approval of the Budget Summary Report-December 2023 and January 2024
   E. Consideration of Approval of the Public Funds Disclosure Report-December 2023 and January 2024
   F. Consider Approving a Resolution to Participate in the Bulletproof Vest Partnership for the Safety of the Temple College Department of Public Safety Sworn Employees Through the Submission of a Grant to the Office of the Governor
5. Consideration of Approval of Disbursements for February 2024
6. Student, Faculty, and Employee Spotlights
   A. Student Spotlight
   B. Outstanding Faculty Spotlight
   C. Outstanding Employee Spotlight
7. President's Report
8. Reports
   A. Faculty Council Report
   B. Provost-Academic Affairs and Student Services Report
   C. Resource Development and External Relations Report

9. New Business
   A. Consider Ratifying a Purchase of One 2024 Ford Expedition Max, One 2024 Ford Explorer, and One Ford F250 Crew Cab Truck from Johnson Brothers Ford Through RFP 24-02, Purchase of Fleet Vehicles. In Addition, Consider Ratifying the Purchase of One 2023 Chevrolet Express Van from Caldwell Country Chevrolet Through the BuyBoard Cooperative Contract #724-23

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, February 19, 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; and Dr. Jack Myers

ADMINISTRATION
Dr. Christy Ponce, President; Judy Dohnalik, Assistant to the President and Board of Trustees; Brandon Bozon, Vice President, Administrative Services; and Dr. Evelyn Waiwaiole, Vice President, Development, and Executive Director of the Foundation

OTHERS PRESENT
Shannon Bralley; Chase Bridges, Guest; Harlem Bridges, Guest; LaWanda Bridges, Guest; Ruth Bridges; Selman Bridges, Guest; Sharrod Bridges, Guest; Tyler Bridges, Guest; Zakia Bridges, Guest; Tracey Cooper; Catherine Dittman; Charles Dittman, Guest; Karen Dittman, Guest; Eric Eckert; Lance English; Richard Fleming, Guest; Archer Ford, Temple College Chemistry Student; Max Ford, Guest; Jeff Fritz; Eddie Green, Guest; Latasha Henry, Guest; Caleb Hogue; Draw Johnson, Guest; Jamisha Johnson, Guest; Kason Johnson, Guest; Lorenzo Johnson, Guest; Melissa Jordan, Guest; Steve Lemmons; Jason Locklin; Clarissa Martinez; Erica Perrine; Richard Ridings, Temple College Chemistry Student; Connor Stear, Temple College Chemistry Student; John Stevens; Brian Supak; Erin Tilton; Sheila Washington, Guest; 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
   Lydia Santibañez-Farrell offered the Invocation.
   Harry Adams 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.

Item 9. New Business
Chairman Bailey announced that two items would be considered out of agenda order.
Item 9.A. Consideration of Approval of the Appointment of a New Member of the Board of Trustees was the first item to be taken out of order.

Chairman Bailey recommended the appointment of Dr. John D. (Jack) Myers to fill the unexpired term of Steve Niemeier who resigned from the Board of Trustees on January 22, 2024 and whose term ends in May 2026. He noted that state law requires the appointed replacement member to be up for election at the next Board of Trustee election cycle.

On a motion by Dr. Hope Koch, seconded by Dr. Alejandro Arroliga, and without negative vote, the Appointment of a New Member of the Board of Trustees was approved as presented.

Chairman Bailey announced that Item 9.B. Administration of the Oath of Office to Newly Appointed Board Member of the Board of Trustees was the second item to be addressed out of agenda order.

The Oath of Office was administered by Judy Dohnalik as a Notary Public, State of Texas, County of Bell

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 Harry Adams, seconded by Lydia Santibañez-Farrell, 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 January 22, 2024
B. 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.
   ★ Emily Ball – Office Manager- Hutto – EWCHEC Hutto Administration
   ★ Madison Christensen – Testing Coordinator – Hutto - Liberal Arts Division
C. 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.
   ★ Alonzo Ellison – Adjunct Professor, Music-Fine Arts Division
   ★ David Panahi, D.D.S. – Dental Hygiene Clinical -Health Professions Division
D. Consideration of Approval of the Spring 2024 Part-Time Overload Salaries for 16- and 1st 8-weeks
   The Board was asked to approve the reports, pending any necessary adjustments.

E. Consideration of Approval of a Grant Budget Amendment
   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 Board was asked to approve amendments to the FY 2024 budget to appropriately reflect activity since budget adoption.

F. Consider Authorizing the President to Execute Gift/Naming Agreement with Donor
   A Gift Agreement was presented to the Board and the College from a donor wishing to make a charitable gift to the Board for the use and benefit of the College. The Board will acknowledge the Gift by naming an area or location for the donor.

5. Consideration of Approval of Disbursements for January 2024

   On a motion by Harry Adams, seconded by Dr. Mark Durham, and without negative vote, the disbursements for January 2024 were approved as presented.

6. Student, Faculty, and Employee Spotlights

   Student Spotlight
   Chemistry students Richard Ridings, Archer Ford, and Connor Stear, Lin Cooper, and Catherine Dittman were highlighted for their exemplary performance on national standardized chemistry exams. All 5 met national and department standards by achieving above 90 percentiles.

   Outstanding Faculty Spotlight
   John McClain introduced Lance English, Assistant Professor, Chemistry. Some highlights for Lance include his being one of 12 selected as a member of the 2024 cohort of the ACS (American Chemical Society) Two Year College Community of Practice, the TAS (Texas Academy of Science) Board Position as Academic Director, being on the TCSC (Temple College Science Challenge) steering committee, and also being on the TCSES (Temple College Science Educators Symposium) steering committee. He is also involved in seeking alternative funding for the Chemistry Department.

   Outstanding Employee Spotlight
   Ruth Bridges, Director of Student Life and Community Outreach, was recognized for her contributions to Temple College for over 42 years. Her career span includes clerk in the Admissions area, Records Coordinator, Associate Director of Admissions and her current role as the Director of Student Life and Community Outreach. Her selflessness, professionalism, reliability, and resourcefulness are examples of her value in her role.
7. President's Report
Dr. Ponce’s report included

- Leopard Preview Days: Temple and Hutto are scheduled for February 23 in Temple and March 1st in Hutto as an outreach to apprise the communities about Temple College’s programs.
- A luncheon is being planned to celebrate work anniversaries and milestones for Temple College employees in March.
- The Temple College Science Challenge was held February 2, 2024. The challenge consisted of multiple hands-on laboratory experiences and a competitive exam.
- The Caring Campus initiative for both faculty and staff was launched in Fall 2022. The Caring Campus program’s objective is to increase student retention and success in community colleges.
- Dr. Diane Troyer, Temple College’s Achieving the Dream Coach, visited campus February 14-16.
- Dr. Hope Koch Larry Wilkerson, Trustees, Board of Trustees, attended the 2024 National Legislative Summit in Washington D.C., February 3-8, 2024. Dr. Koch gave an overview of the Summit which is designed to inform and educate community college leaders on federal policy issues that impact postsecondary institutions and students. Participants heard from U.S. Congress members, met with fellow community college leaders and met with their U.S. representatives in Congress.

8. Reports
A. Faculty Council
   Faculty volunteered and helped support Skills USA on January 27, 2024 and the Science Challenge on February 2, 2024. The faculty volunteers were given thanks and appreciation for all of their efforts in the success of the events.

B. Provost Report
   The Provost, Academic Affairs and Student Services Reports were included in the Board materials and are posted on the Temple College web page.

9. New Business
A. Consideration of Approval of the Appointment of a New Member of the Board of Trustees
   Item 9.A. was addressed and approved before Item 4. Consideration of Approval of Consent Agenda

B. Administration of the Oath of Office to Newly Appointed Board Member of the Board of Trustees
   The Oath of Office was administered before Item 4. Consideration of Approval of Consent Agenda.

C. Consideration of Approval of the Adoption of the Temple College Strategic Plan-2023-2028
   Dr. Ponce presented the 2023-2028 Temple College Strategic Plan for Board
Item 4-A

approval. She reviewed the mission and vision statements, values, and priority areas. Also included in the report were the goals of Teaching and Learning; Building Talent and Economic Mobility; Completion; Operational Effectiveness; and Student Success.

On a motion by Dr. Alejandro Arroliga, seconded by Dr. Mark Durham, and without negative vote, the Temple College Strategic Plan-2023-2028 was approved as presented.

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 #230104
A Facility Condition Assessment Report was completed in 2019 by Stantec and engineering firm that completed Temple College’s Master Plan at the time. Stantec estimate the life expectancy remaining on the single-ply PVC-based roof to be 2-5 years and it was last replaced in 2003. The Performing Arts Center was identified as one of the most critical roofs needing to be replaced because of leaks over the past few years. 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.

On a motion by Lydia Santibañez-Farrell, seconded by Dr. Alejandro Arroliga, and without negative vote, the Procurement of a New Roof for the Performing Arts Center from Clark Roofing Through the Interlocal Purchasing System Cooperative #230104 was approved as presented.

E. Consideration of Approval of 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. The college Curriculum Committee voted to approve adding this new degree at its February 7, 2024 meeting. Once Approved by the board, students may enroll in the program for the fall 2024 semester.

On a motion by Dr. Hope Koch, seconded by Dr. Alejandro Arroliga, and without negative vote, the Associate of Science, Allied Health, TBI STEM was approved as presented.

F. Consideration of Approval of 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. The college Curriculum Committee voted to approve adding this new degree at its February 7, 2024 meeting. Once Approved by the board, students may enroll in the program for the fall 2024 semester.

On a motion by Dr. Hope Koch, seconded by Lydia Santibañez-Farrell, and without negative vote, the Associate of Science, Pre-Nursing, TBI
Item 4-A

STEM 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 7:27 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.

   The Board convened into Executive Session at 7:29 p.m.

   The Board reconvened into Regular Session at 8:14 p.m., and Chairman Bailey announced that there were no deliberations during the Executive Session that required Board action.

12. Adjournment
   There being no further business, the Meeting of the Board of Trustees was adjourned on a motion by Harry Adams, and seconded by Dr. Hope Koch at 8:15 p.m.

NEXT BOARD OF TRUSTEES MEETING:

A Regular Meeting of the Temple College Board of Trustees will be held Monday, March 18, 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
AGENDA ITEM 4-B

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, Academic Affairs and Student Services for appointment as members of the Adjunct Faculty.

★ **Hina Abbas** – Adjunct Professor, Sonography- Health Profession Divisions – Ms. Abbas received her Master in Health degree from the University of Regina in Saskatchewan. She works full time as a Manager of Cardiac Sonography for Baylor Scott and White.

★ **Micaela Benavidez** -Adjunct Professor, Sociology – Liberal Arts Division – Ms. Benavidez received her Master in Sociology degree from Fayetteville State University. She worked as a Youth Program Assistant in North Carolina prior to moving to Texas.

★ **Keith Marney** -Adjunct Professor, Sonography – Health Professions Division – Mr. Marney received his current certification in Echocardiography through Cardiovascular Credentialing International. He has been a Cardiac Sonographer for 28 years and currently works for Scott and White.
This Gift Agreement ("Agreement"), effective as of February 26, 2024 ("Effective Date"), is made and entered into by and between Perrv Office Plus / Lynnsav & H.B. Macev IV, whose address is 1401 North 3rd Street, Temple, Texas 76501 ("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: $10,000 ("Gift").

2. **Payment of the Gift.** The Gift is an irrevocable pledge that will be paid to College over a period of (1) year. Payments in support of this pledge will begin immediately upon the execution of this Agreement with an initial payment of $10,000, and will continue thereafter 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>$</td>
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</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 with a placard outside of or near the [insert area or room to be named, including the facility to which it belongs ("Facility"), and then noting each space was donated by Donor ("Naming")]. [Example: with a placard outside of the Construction Classroom (37151) in the Visual Arts and Workforce Center ("Facility") noting each space was donated by Omega Builders ("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.

☐ Yes, you can list me as a donor and publicly thank me for giving to the capital campaign in print publications and on social media.

**ACCEPTED AND AGREED TO:**

**DONOR**

By: 

Name: 

**TEMPLE COLLEGE**

By: 

Name: Christina Ponce, Ph.D.
Title: President, Temple College
## BUDGET SUMMARY REPORT - DECEMBER 2023

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<th>REVENUES</th>
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<td>State Funds</td>
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<td>Federal Grants</td>
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<td>Title IV Grants</td>
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<td>Local Funds</td>
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<tr>
<td>Private Grants, Gifts, &amp; Contracts</td>
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<tr>
<td>Tuition</td>
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<td>Fees</td>
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<td>Exemptions, Waivers, &amp; Discounts</td>
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<td>(2,543,887)</td>
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<td>Taxes</td>
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<td>9,234,769</td>
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<td>Other Local Funds</td>
<td>1,126,832</td>
<td>690,874</td>
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<tr>
<td>Total Educational &amp; General</td>
<td>59,732,984</td>
<td>32,542,166</td>
</tr>
</tbody>
</table>

| Transfers from OA to Other Funds | | | | | | |
| Use Fees | (1,201,200) | 0 | 0% | (1,166,100) | (913,437) | 78% |
| Taxes | (5,758,697) | (3,044,242) | 53% | (5,025,759) | (3,820,738) | 76% |
| Parking, Energy Conservation, HVAC | (768,695) | 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 | (7,728,592) | (3,044,242) | 39% | (6,406,859) | (4,734,175) | 74% |

| Auxiliary Enterprises | | | | | | |
| 8,000 | 3,451 | 43% | 5,000 | 3,760 | 75% |

| TOTAL REVENUES | 52,012,392 | 29,501,375 | 57% | 52,045,964 | 33,742,164 | 65% |

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<th>EXPENDITURES</th>
<th>CURRENT FISCAL YEAR</th>
<th>PRIOR FISCAL YEAR</th>
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<td>Academic Support</td>
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<td>10,374,330</td>
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<td>Physical Plant</td>
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<td>1,339,420</td>
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<tr>
<td>Total Educational &amp; General</td>
<td>40,172,578</td>
<td>13,196,463</td>
</tr>
</tbody>
</table>

| Student Aid | 10,662,144 | 5,024,214 | 47% | 10,465,559 | 8,078,617 | 77% |

| Auxiliary Enterprises | 1,032,371 | 420,955 | 41% | 983,627 | 358,197 | 36% |

| Contingency for Unexpected Expenditures | 145,299 | 0 | 0% | 110,000 | 0 | 0% |

| TOTAL EXPENDITURES | 52,012,392 | 18,641,632 | 36% | 52,045,964 | 21,535,122 | 41% |

| NET DIFFERENCE | 0 | 10,859,743 | | 0 | 12,207,042 | |
## BUDGET SUMMARY REPORT - JANUARY 2024

### REVENUES

#### Educational & General

- **State Funds**
  - State Appropriations: 10,635,185 to 5,021,901 = 47%
  - State Grants & Contracts: 1,107,992 to 300,104 = 27%

- **Federal Funds**
  - Federal Grants: 1,883,436 to 408,882 = 27%
  - Title IV Grants: 8,828,000 to 4,375,074 = 50%

- **Local Funds**
  - Private Grants, Gifts, & Contracts: 3,769,727 to 2,612,378 = 69%
  - Tuition: 13,880,800 to 11,301,395 = 81%
  - Fees: 4,851,400 to 4,101,487 = 85%
  - Exemptions, Waivers, & Discounts: (3,081,600) to (2,070,536) = 67%
  - Taxes: 16,731,212 to 14,666,475 = 88%

- **Other Local Funds**
  - 1,126,832 to 797,453 = 71%

**Total Educational & General**

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<thead>
<tr>
<th>Item</th>
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<tr>
<td>Exemptions, Waivers, &amp; Discounts</td>
<td>(3,081,600)</td>
<td>(2,070,536)</td>
</tr>
<tr>
<td>Taxes</td>
<td>16,731,212</td>
<td>14,666,475</td>
</tr>
<tr>
<td>Other Local Funds</td>
<td>1,126,832</td>
<td>797,453</td>
</tr>
</tbody>
</table>

**Total Transfers from OA to Other Funds**

<table>
<thead>
<tr>
<th>Item</th>
<th>CURRENT FISCAL YEAR</th>
<th>PRIOR FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Use Fees</td>
<td>(1,201,200)</td>
<td>0</td>
</tr>
<tr>
<td>Taxes</td>
<td>(5,758,697)</td>
<td>(5,034,470)</td>
</tr>
<tr>
<td>Parking, Energy Conservation, HVAC</td>
<td>(768,695)</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transfer - TIF Remittance</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**Total Transfers from OA to Other Funds**

<table>
<thead>
<tr>
<th>Item</th>
<th>CURRENT FISCAL YEAR</th>
<th>PRIOR FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>(7,728,592)</td>
<td>(5,034,470)</td>
<td>65%</td>
</tr>
</tbody>
</table>

**Auxiliary Enterprises**

<table>
<thead>
<tr>
<th>Item</th>
<th>CURRENT FISCAL YEAR</th>
<th>PRIOR FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>8,000</td>
<td>3,709</td>
<td>46%</td>
</tr>
</tbody>
</table>

**TOTAL REVENUES**

<table>
<thead>
<tr>
<th>Item</th>
<th>CURRENT FISCAL YEAR</th>
<th>PRIOR FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>52,012,392</td>
<td>36,483,852</td>
<td>70%</td>
</tr>
</tbody>
</table>

### EXPENDITURES

#### Educational & General

- **Instruction**
  - 16,898,741 to 6,505,657 = 38%
- **Public Service**
  - 1,028,393 to 388,158 = 38%
- **Academic Support**
  - 3,526,973 to 1,392,203 = 39%
- **Student Services**
  - 4,479,191 to 1,723,558 = 38%
- **Institutional Support**
  - 10,396,330 to 4,405,599 = 42%
- **Physical Plant**
  - 3,864,950 to 1,605,817 = 42%

**Total Educational & General**

<table>
<thead>
<tr>
<th>Item</th>
<th>CURRENT FISCAL YEAR</th>
<th>PRIOR FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>40,194,578</td>
<td>16,020,992</td>
</tr>
</tbody>
</table>

**Student Aid**

<table>
<thead>
<tr>
<th>Item</th>
<th>CURRENT FISCAL YEAR</th>
<th>PRIOR FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>10,662,144</td>
<td>5,007,393</td>
<td>47%</td>
</tr>
</tbody>
</table>

**Auxiliary Enterprises**

<table>
<thead>
<tr>
<th>Item</th>
<th>CURRENT FISCAL YEAR</th>
<th>PRIOR FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,032,371</td>
<td>495,826</td>
<td>48%</td>
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</table>

**Contingency for Unexpected Expenditures**

<table>
<thead>
<tr>
<th>Item</th>
<th>CURRENT FISCAL YEAR</th>
<th>PRIOR FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>123,299</td>
<td>0</td>
<td>0%</td>
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</table>

**TOTAL EXPENDITURES**

<table>
<thead>
<tr>
<th>Item</th>
<th>CURRENT FISCAL YEAR</th>
<th>PRIOR FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>52,012,392</td>
<td>21,524,211</td>
<td>41%</td>
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</table>

**NET DIFFERENCE**

<table>
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<tr>
<th>Item</th>
<th>CURRENT FISCAL YEAR</th>
<th>PRIOR FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>14,959,641</td>
<td></td>
</tr>
</tbody>
</table>
### TEMPELE COLLEGE
BOARD OF TRUSTEES MONTHLY INVESTMENT REPORT
PUBLIC FUNDS INVESTMENT DISCLOSURE REPORT
December 2023

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cash and Cash Equivalents</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alliance Bank - Money Market</td>
<td>2.27%</td>
<td>$255,615</td>
<td>$0</td>
<td>$488</td>
<td>$0</td>
<td>$256,103</td>
<td>$256,103</td>
</tr>
<tr>
<td>Alliance Bank - Money Market</td>
<td>5.17%</td>
<td>$0</td>
<td>$60,289,203</td>
<td>$152,427</td>
<td>$0</td>
<td>$60,441,631</td>
<td>$60,441,631</td>
</tr>
<tr>
<td>PNC - Money Market</td>
<td>2.84%</td>
<td>$20,046</td>
<td>$0</td>
<td>$49</td>
<td>$0</td>
<td>$20,094</td>
<td>$20,094</td>
</tr>
<tr>
<td>PNC - Operating Account</td>
<td>0.00%</td>
<td>$1,233,251</td>
<td>$2,789,228</td>
<td>$0</td>
<td>$3,259,925</td>
<td>$762,553</td>
<td>-$1,885,613</td>
</tr>
<tr>
<td>PNC - Student Refund Account</td>
<td>0.00%</td>
<td>$90,231</td>
<td>$196,047</td>
<td>$0</td>
<td>$18,409</td>
<td>$267,869</td>
<td>$267,869</td>
</tr>
<tr>
<td>PNC - Federal Funds Account</td>
<td>0.00%</td>
<td>$322,746</td>
<td>$18,957</td>
<td>$0</td>
<td>$14,522</td>
<td>$237,181</td>
<td>$0</td>
</tr>
<tr>
<td>PNC - Payroll Account</td>
<td>0.00%</td>
<td>$1,208</td>
<td>$2,740,706</td>
<td>$0</td>
<td>$2,740,706</td>
<td>$1,208</td>
<td>$1,208</td>
</tr>
<tr>
<td>PNC - Plant Account</td>
<td>0.00%</td>
<td>$46,097</td>
<td>$9,683,319</td>
<td>$0</td>
<td>$8,924,916</td>
<td>$804,500</td>
<td>$804,500</td>
</tr>
<tr>
<td>Petty Cash</td>
<td>0.00%</td>
<td>$3,271</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$3,271</td>
<td>$3,271</td>
</tr>
</tbody>
</table>

Subtotal Cash and Cash Equivalents

$1,882,464 | $75,717,461 | $152,965 | $1,958,479 | $62,794,410 | $59,909,063 | $2,885,346 |

| **Cash in Investment Pools** | | | | | | | |
| TexasClass (MBIA) - Bond Reserves | 5.57% | $3,423,448 | $2,039,668 | $17,551 | $2,010,566 | $3,470,100 | $0 | $3,470,100 |
| 2021 Texas Class | 5.57% | $62,336,640 | $0 | $284,439 | $2,976,264 | $59,644,815 | $59,644,815 | $0 |
| TexasClass (MBIA) - Building Improvement Funds | 5.57% | $8,323,097 | $0 | $338,968 | $138,568 | $8,223,496 | $8,223,496 | $0 |
| TexasClass (MBIA) - Operating Account | 5.57% | $16,286,880 | $1,878,431 | $70,215 | $4,232,758 | $18,002,769 | $18,002,769 | $0 |
| TexasClass (MBIA) - Board of Trustees Fund | 5.57% | $129,489 | $0 | $615 | $0 | $130,104 | $130,104 | $0 |
| Texas Class Hutto BCMT Reserves | 5.57% | $309,159 | $0 | $1,467 | $0 | $310,626 | $310,626 | $0 |
| Texpool - Building Improvement Funds | 5.42% | $1,097 | $0 | $5 | $0 | $1,102 | $1,102 | $0 |
| Texpool - Operating Account | 5.42% | $1,108 | $0 | $5 | $0 | $1,112 | $1,112 | $0 |

Subtotal Cash in Investment Pools

$90,810,916 | $3,918,099 | $433,265 | $9,358,155 | $85,784,125 | $82,314,025 | $3,470,100 |

| **Cash Invested in Certificates of Deposit** | | | | | | | |
| Alliance Bank - 364 days CD (8/4/2024) | 5.00% | $5,163,346 | $0 | $0 | $0 | $5,163,346 | $5,163,346 | $0 |
| Alliance Bank - 364 days CD (8/4/2024) | 5.00% | $2,065,339 | $0 | $0 | $0 | $2,065,339 | $2,065,339 | $0 |

Subtotal Cash Invested in Certificates of Deposit

$7,228,685 | $0 | $0 | $0 | $0 | $7,228,685 | $7,228,685 | $0 |

| **Total Cash, Cash Equivalents and Investments** | | | | | | | |
| Total Cash | $99,922,065 | $79,635,560 | $566,230 | $2,4316,634 | $155,807,220 | $149,451,773 | $6,355,447 |

Signed:

[Signature]

Vice President Administrative Services/CFO
### Temple College

**Board of Trustees Monthly Investment Report**

**Public Funds Investment Disclosure Report**

**January 2024**

#### Cash and Cash Equivalents

<table>
<thead>
<tr>
<th>Book/Market Value</th>
<th>Interest Rate</th>
<th>Receipts</th>
<th>Interest Earnings</th>
<th>Distributions</th>
<th>Book/Market Value</th>
<th>Operating Funds</th>
<th>Restricted Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/31/2023</td>
<td>12/31/2023</td>
<td></td>
<td></td>
<td></td>
<td>1/31/2024</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Alliance Bank - Money Market**: 2.13%
  - Cash: $256,103, Receipts: $0, Earnings: $457, Distributions: $0, Book/Market Value: $256,560
- **Alliance Bank - Money Market**: 5.18%
  - Cash: $60,441,631, Receipts: $0, Earnings: $251,436, Distributions: $0, Book/Market Value: $60,693,067
- **PNC - Money Market**: 2.84%
  - Cash: $20,094, Receipts: $0, Earnings: $48, Distributions: $0, Book/Market Value: $20,048
- **PNC - Operating Account**: 0.00%
  - Cash: $762,553, Receipts: $5,864,500, Earnings: $0, Distributions: $2,929,276, Book/Market Value: $3,697,781
- **PNC - Student Refund Account**: 0.00%
  - Cash: $267,869, Receipts: $625,184, Earnings: $0, Distributions: $519,257, Book/Market Value: $519,257
- **PNC - Federal Funds Account**: 0.00%
  - Cash: $237,181, Receipts: $198,257, Earnings: $0, Distributions: $242,973, Book/Market Value: $0
- **PNC - Payroll Account**: 0.00%
  - Cash: $1,208, Receipts: $2,408,800, Earnings: $0, Distributions: $1,208, Book/Market Value: $242,973
- **PNC - Student Refund Account**: 0.00%
  - Cash: $804,500, Receipts: $11,233,179, Earnings: $0, Distributions: $795,878, Book/Market Value: $795,878
- **Petty Cash**: 0.00%
  - Cash: $3,271, Receipts: $0, Earnings: $0, Distributions: $3,064, Book/Market Value: $0

**Subtotal Cash and Cash Equivalents**: $62,794,410

#### Cash in Investment Pools

<table>
<thead>
<tr>
<th>Book/Market Value</th>
<th>Interest Rate</th>
<th>Receipts</th>
<th>Interest Earnings</th>
<th>Distributions</th>
<th>Book/Market Value</th>
<th>Operating Funds</th>
<th>Restricted Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/31/2024</td>
<td>1/31/2024</td>
<td></td>
<td></td>
<td></td>
<td>1/31/2024</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **TexasClass (MBIA) - Bond Reserves**: 5.54%
  - Cash: $3,470,100, Receipts: $1,990,228, Earnings: $23,248, Distributions: $0, Book/Market Value: $5,483,576
- **2021 Texas Class**: 5.54%
- **TexasClass (MBIA) - Building Improvement Funds**: 5.54%
  - Cash: $8,223,496, Receipts: $38,500, Earnings: $191,360, Distributions: $8,070,636, Book/Market Value: $8,070,636
- **TexasClass (MBIA) - Operating Account**: 5.54%
  - Cash: $14,002,769, Receipts: $5,731,706, Earnings: $4,240,228, Distributions: $15,575,605, Book/Market Value: $15,575,605
- **Texas Class Hutto BCMT Reserves**: 5.54%
  - Cash: $130,104, Receipts: $611, Earnings: $0, Distributions: $130,715, Book/Market Value: $130,715
- **Texpool - Building Improvement Funds**: 5.32%
  - Cash: $1,102, Receipts: $0, Earnings: $5, Distributions: $1,107, Book/Market Value: $1,107
- **Texpool - Operating Account**: 5.32%
  - Cash: $1,112, Receipts: $0, Earnings: $5, Distributions: $1,117, Book/Market Value: $1,117

**Subtotal Cash in Investment Pools**: $85,784,125

#### Cash Invested in Certificates of Deposit

<table>
<thead>
<tr>
<th>Book/Market Value</th>
<th>Interest Rate</th>
<th>Receipts</th>
<th>Interest Earnings</th>
<th>Distributions</th>
<th>Book/Market Value</th>
<th>Operating Funds</th>
<th>Restricted Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/31/2024</td>
<td>1/31/2024</td>
<td></td>
<td></td>
<td></td>
<td>1/31/2024</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Alliance Bank - 364 days, CD (8/4/2024)**: 5.00%
  - Cash: $5,163,346, Receipts: $0, Earnings: $0, Distributions: $0, Book/Market Value: $5,163,346
- **Alliance Bank - 364 days, CD (8/4/2024)**: 5.00%
  - Cash: $2,065,339, Receipts: $0, Earnings: $0, Distributions: $0, Book/Market Value: $2,065,339

**Subtotal Cash Invested in Certificates of Deposit**: $7,228,685

**Total Cash, Cash Equivalents and Investments**: $155,807,220

---

**Signed**: [Signature]

Vice President Administrative Services/CFO
BULLETPROOF VEST PARTNERSHIP RESOLUTION

A RESOLUTION TO PARTICIPATE IN THE BULLETPROOF VEST PARTNERSHIP FOR THE SAFETY OF THE TEMPLE COLLEGE DEPARTMENT OF PUBLIC SAFETY SWORN EMPLOYEES THROUGH THE SUBMISSION OF A GRANT TO THE OFFICE OF THE GOVERNOR. THE PARTNERSHIP REQUIRES A COMMITMENT OF FUNDS FROM TEMPLE COLLEGE FOR THE PURCHASE OF BULLETPROOF VESTS.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF TEMPLE COLLEGE:

WHEREAS, The Temple College Board of Trustees finds it in the best interest of the citizens of Temple College that the BV-Bulletproof Vest Program be operated for the 2024-2025; and

WHEREAS, Temple College Board of Trustees agrees to provide applicable matching funds for the said project as required by the Bulletproof Vest Partnership (BVP) Federal Award grant application; and

WHEREAS, Temple College Board of Trustees agrees that in the event of loss or misuse of the Office of the Governor funds, Temple College Board of Trustees assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, Governor funds, Temple College Board of Trustees designates the Chief of Police as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that Temple College Board of Trustees approves submission of the grant application for the Bulletproof Vest Partnership (BVP) Federal Award to the Office of the Governor.

Signed by:

Passed and Approved this _____ (Day) of ________________ (Month), _____ (Year)

Grant Number: 4929101
Faculty Council Report to the Temple College Board of Trustees
March 15, 2024

Faculty Council Elections

It is ELECTION TIME EVERYWHERE! Faculty council is conducting elections for all of their committees and executive positions. I would like to thank the many faculty members that have already self-nominated or agreed to be nominated to ballots. We continue to look for more faculty to serve on various committees. Nominations of yourself or another faculty member can be completed at this form link: https://forms.gle/iYCrTZrXjPkQ2yUf8. Committee descriptions can be found on the faculty council D2L page. If you need any access to any of these forms because you know somebody who would like to serve, please reach out to me, Erica Perrine at erica.perrine@templejc.edu.

Faculty Achievements

Certificates/Fellowships/Continued Education
Temple College Faculty have a dedication to education and excellence. Research shows that professional development leads to better instruction and improved student learning (University of San Diego, 2024). Students then learn from highly trained educators and are privy to the latest teaching strategies that are shown to be most effective in ensuring positive learning outcomes (University of San Diego, 2024). To achieve excellence many faculty seek out opportunities for growth and development on their own to bring back to their practice as educators here at Temple College.

Congratulations to:
Jamie Arnold, Social Sciences - Completing a certificate in Instructional Leadership from Harvard University this May.
Lisa Keil, Business Management - Completing her doctorate this June/July.
Erica Perrine, Nursing - Completed ACTE NextLevel Leadership Fellowship for 2023

National Institute for Staff and Organizational Development (NISOD) Excellence Awards:
The NISOD Excellence Awards were established in 1991 to provide NISOD member colleges with an opportunity to recognize individuals doing extraordinary work on their campuses. NISOD member colleges submit the names of men and women each year who have demonstrated an outstanding commitment and contribution to their students and colleagues. (https://www.nisod.org/excellence-awards/)

Temple College Faculty award winners for 2024 are Patrick Finnegan (Business Management), Marcos Gomez (Workforce and Continuing Education), Benjamin Irom (Music), Erica Perrine (Nursing), Molly Peterson (Chemistry), Chad Smith (Social Sciences II), Prudence York-Hammons. The complete list of Faculty and staff recipients can be found at https://www.nisod.org/excellence-awards/current-recipients/
see recipients photos and statements from the recipients you can go to https://www.nisod.org/excellence-awards-archives/.

**SkillsUSA:**
SkillsUSA is the #1 workforce development organization for students. We empower students to become skilled professionals, career-ready leaders and responsible community members. SkillsUSA Advisor of the Year Award honors SkillsUSA’s most dedicated career and technical education instructors. These talented instructors serve SkillsUSA advisors and embrace the SkillsUSA Framework and national programming to create career-ready graduates and opportunities for every member. (https://www.skillsusa.org/programs/awards-programs/#:~:text=Andrea%20Barallardos%20is%20the%202023%20SkillsUSA%20Advisor%20of%20the%20Year!) We are fortunate to have a SkillsUSA Advisor of the Year for 2024 at Temple College. Congratulations Sandra Melendez, Engineering Technology.

**Reference**
MEMORANDUM
Provost, Academic Affairs
and Student Services

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

STUDENT SPOTLIGHT: We will highlight dental hygiene student, Kristina Napolitano.

OUTSTANDING FACULTY/EMPLOYEE SPOTLIGHT: Dr. Derek Mudd, Department Chair, Speech, Humanities, Drama, and Dance will be spotlighted.

eLEARNING, EDUCATION TECHNOLOGIES and ONLINE SERVICES
Texas Higher Education Coordinating Board (THECB)

- Staff is working with Dr. Guzmán-Treviño to plan out next steps in the process for engagement with department chairs and deans. Brian and Christa are researching outside speaker(s) from McLennan Community College or the Instructional Design Network (IDN) of which they are members.

WaterMark End of Course Survey
- Christa Quigley reviewed the project listing for courses to bump against Informer and D2L course listings to make sure all courses were identified.

- Christa worked with Dr. Jamie Arnold and Kim George to guide them to access the Watermark Evaluation Toolkit dashboard through D2L. She trained them on how to pull the evaluations for their faculty to use for performance evaluations.

Texas Statewide Course Sharing Exchange
- The Exchange is live with over 40 course section offerings for 2nd 8-weeks, with 13 of those offerings from Temple College in Business.

Publisher Integrations
Niche Academy
- Brian St. Amour engaged with Brian Kemp, Director of Library Services regarding integration of Niche Academy into D2L Brightspace.

New Pearson Support Website
- New AskPearsonSupport support site for both students and faculty for Pearson Mastering and MyLab issues that can easily help resolve problems. This site is
strongly recommended for sending students and faculty here should they encounter problems. This new information will be communicated to faculty, so they can include the information in their course shell resources for students.

ReadSpeak
- Vendor meeting was held with Misty Reid, Accommodations Coordinator, and Ginger Dewey of ReadSpeak on February 15 to discuss the text-to-speech software program for Temple College to use for our students with disabilities to help ensure access for exams and content to be read aloud.

Vendor Management
Panopto
- D2L integration and Single-Sign-On projects were completed in February. Pilot program and training program will occur during March. A communications campaign to faculty is in development.

Honorlock Proctoring Solution
- Usage data as of February 28:

<table>
<thead>
<tr>
<th>Usage</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>
<th>Jan</th>
<th>Feb</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses</td>
<td>12</td>
<td>29</td>
<td>23</td>
<td>18</td>
<td>25</td>
<td>45</td>
<td>61</td>
<td>43</td>
<td>41</td>
<td>12</td>
<td>40</td>
</tr>
<tr>
<td>Unique Exams</td>
<td>18</td>
<td>42</td>
<td>41</td>
<td>44</td>
<td>29</td>
<td>74</td>
<td>79</td>
<td>83</td>
<td>63</td>
<td>16</td>
<td>62</td>
</tr>
<tr>
<td>Students</td>
<td>293</td>
<td>249</td>
<td>243</td>
<td>212</td>
<td>266</td>
<td>555</td>
<td>629</td>
<td>494</td>
<td>445</td>
<td>148</td>
<td>470</td>
</tr>
<tr>
<td>Exams Taken</td>
<td>540</td>
<td>358</td>
<td>479</td>
<td>428</td>
<td>303</td>
<td>819</td>
<td>841</td>
<td>744</td>
<td>609</td>
<td>165</td>
<td>649</td>
</tr>
</tbody>
</table>

Tutor.com
- Usage data as of February 28:

| Current Number of Fall Semester Sessions | 312 |
| Active Students                         | 57  |
| Average Session Length (minutes)        | 32.41 |
| Student Rating                          | 4.69/5.00 |
| Recommended Rate (%)                    | 97.1 |
| Contract Hours Used (hours)             | 174.56/400 |
| Contract Hours Used (%)                 | 44  |
Committees
Caring Campus
- eLearning continues participation in the Caring Campus meetings reviewing progress of four subcommittees; 10-Foot Rule, Nametags, Communications and Caring-in-Action.

Center for Teaching and Learning
- Christa and Brian continue participation in meetings. We are currently tasked with reviewing the revised administrative regulation for professional development to be forwarded to the Policy Committee.

Surgical technology Program Advisory Committee (PAC)
- Brian St. Amour to be Distance Education representative on Program Advisory Committee (PAC) for surgical technology.

Website Steering Committee
- Christa continues participation on the committee. Academic pages have been shared with Deans and Department Chairs to assist with the verbiage for their pages.
- Christa has recommended coordination with all department and division stakeholders to review their page resources, hardcopy, and electronic documents and videos provided to staff, faculty, and students to ensure consistency with the launch of the new website. eLearning will work with stakeholders to determine the best way to accomplish this.

Community
Service Award Luncheon
- Brian St. Amour and Christa Quigley to attend the service award luncheon on March 7, celebrating 15 and 10 years of service.

TxDLA Annual Conference
- Brian St. Amour and Wade Howard of Honorlock promoted the presentation as a part of a TxDLA conference coming attractions event on February 14.
- Brian St. Amour will attend the annual conference on March 25 – 28 as a presenter, performing regional representative, leadership team, and conference committee duties.

Western Governors University (WGU)
- A Zoom meeting was held on January 19 with WGU Strategic Partnerships Manager Jim Johnson, representing Austin and Central Texas. Temple College has a long-standing MOU with WGU, renewed under Dr. Ponce. Jim has been engaged with Tracy Cooper for the past few years regarding transfer opportunities for some of our nursing students. An email introduction was sent to Joshua Wilson, Isaac Masoner and Stephen Phelps to determine if there might be any opportunities for engagement.
ENGINEERING TECHNOLOGY
Important Milestones/achievements for the department, individuals, faculty, or staff

- National SkillsUSA Week February 5 – 9: SkillsUSA STEM Club students are hosting recruiting event at lunch on Wednesday providing Pizza to students in Watson Tech #548.

Community Outreach
- Dr. Melendez presented Engineering Technology degree plans to 8th graders at Rockdale High School January 26, 2024.
- Mr. Askey, Dr. Melendez, and SkillsUSA Students attended the Troy Science Saturday. The stations included pipe bending, CAD, 3D printer, robotics, VR Oculus and Bionics by Festo.
- STEM Club volunteered at Kennedy-Powell STEM days on February 9, 2024.
- Mr. Askey, Dr. Melendez, and SkillsUSA Students presented to students at the Preview Day on February 23, 2024.

Upcoming Events
- Dr. Melendez, Treva Askey, and DeDe Griffith to Present at TCCTA on Feb 29 – March 2, 2024 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.
- Dr. Melendez, president of Texas Association of Community College Engineering Educators will be hosting annual meeting at TCCTA.

EAST WILLIAMSON COUNTY HIGHER EDUCATION CENTERS

- Taylor and Hutto staff continue to work with our local high schools with on-site visits to assist graduating seniors seeking college admission. 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.
- The staff participated in a Trades Day Career Fair at the Wilco Expo Center for the public and area ISDs on February 28, 2024 focusing on our Taylor Center, Career and Technical Education (CTE), and Workforce and Continuing Education (WCE) programs. An estimated 1,000 8th grade and high school students attended from area schools and districts with Taylor, Burnet, Pflugerville, Temple, Elgin, Hutto, and Rockdale participating. The event allowed for students around the area to learn in an engaging way about technical careers and programs offered at the Taylor and Hutto locations.
- A Preview Event will be held 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. The event will include conference style sessions on business and career professions,
faculty presentations, health professions, high school programs, and university transfer options. Current students will also host a Q&A panel and serve as team leaders for prospective student small groups. The event will also include a browsing area for programs, organizations, and resources. Games, lunch, door prizes and fun are all included throughout the event.

- **Student & Community Events this month:**
  - March 1 – Preview Day – Hutto Center
  - March 4 – FAFSA Night – Taylor Center
  - March 4 – TBI Open House – Hutto Center
  - March 5 – Faculty/Staff Appreciation Day – Hutto & Taylor Centers
  - March 9 – WCE STEAM Saturdays – Taylor Center
  - March 11-15 – Spring Break
  - March 13 – eSTREAM Learning Labs – Hutto & Taylor Centers
  - March 13 – Hutto Chamber Luncheon – Hutto Center
  - March 14 – Hutto Power Breakfast – Hutto Center
  - March 15 – Hutto Fire Academy Graduation Event
  - March 16 – WCE STEAM Saturdays – Hutto Center
  - March 18 – Taylor Chamber Luncheon
  - March 19 – Faculty/Staff Awards Luncheon & Celebrations
  - March 29 – Good Friday

**STUDENT SERVICES AND ENROLLMENT MANAGEMENT (SS and EM)**

Staff Professional Development
- Ms. Monique Gibson, Director of Testing, Ms. Angelita Ybarra and Ms. Madison Christianson, Testing Coordinators, Ms. Abigail Heglund and Ms. Yolanda Jones Testing Specialists, Ms. Emily Nicholas, Financial Aid Advisor, Ms. Christal Fiedler, Records Technician, and Ms. Laura Rodriguez, Academic Advisor are participating in Rise Up Customer Service Training through the Workforce and Continuing Education Department. This class which is 4 weeks in length began February 5, 2024, and will end with a certification exam. Customer Service is one of the primary areas of focus for Student Services and Enrollment Management in the 2023-2024 academic year.
- On February 23 and March 1st, supervisors within the SS and EM division attended the second part of the Communication for Supervisors series provided by HR.
- Ms. Mary Daniel, Director of Financial Aid, attended the SWASFAA (Southwest Association of Student Financial Aid Administrators) Leadership and Management Institute in Grapevine, TX February 27 & 28, 2024.
- Mr. Derrick Webb, Academic Advisor, attended the TEXAAN Advising conference in Fort Worth from February 21 to February 24. Mr. Webb also enrolled in several NeoEd professional development classes online.

Cross-Campus Collaboration
Student Services and Enrollment Management staff are actively participating in Get Fit Texas by logging miles and in the Literacy Reading Counts by logging minutes reading.

Admissions hosted a luncheon for division administrative assistants on Tuesday, February 20. This luncheon focused on appreciation for the efforts of Division Administrative Assistants, building best practices, and fostering a relationship across departments.

Ms. Christal Fiedler, Records Technician, and Ms. Shannon Bralley, AVP of SS and EM have volunteered to read to classes at Kennedy-Powell Elementary School the last week of February.

Student Services and Enrollment Management staff members volunteered to support check-in for Temple Preview Day, as well as welcome all visiting students through the One College Center in small groups of about 50 students every 10 minutes. During these sessions, Ms. Shannon Bralley walked students through the steps to enrollment and what resources are located on campus for students. Students left with an enrollment checklist and plan to register for Summer or Fall 2024 classes.

Ms. Bralley, Ms. Bachman, Mr. Webb, and Ms. Gibson are participating in a committee evaluating the college's TSI Plan, and the currently offered Study Skills and EDUC 1300 courses currently being offered by Temple College. The committee is researching best practices state-wide for TSI evaluation and courses to help students develop the needed skills to be successful students.

All leadership positions within the SS and EM division met this month to discuss pending catalog updates for the upcoming academic year. In March the team will reconvene to review the updates made and double-check for any additional updates that might be needed.

Student Parent Legislation Updates

Ms. Shannon Bralley, AVP is leading a committee implementing recent legislation pertaining to Student Parents. Over the past month, the committee has selected a Parent Student Liaison, Director of Retention Adrian Sora. A new Parent-Student Resource page has been added to the Temple College webpage. Additionally, the college has reevaluated our registration schedule, allowing all students to begin registration at the same time. A hold has been created and added to students currently self-selected as parenting students, which will allow the college to report associated data to the state beginning this semester.

Caring Campus

Staff Caring Campus continues to roll out the first two behavioral commitments: nametags and the 10-Foot-Rule. Caring Coupons were distributed to all staff and faculty at All College Day, and the first 'Caring Champion', Dr. Wendy Armstrong, was recognized by four of her peers for her caring behaviors and commitment to students. The 'Caring Fairies' gathered to deliver a prize and recognize Dr. Armstrong for her efforts.

Departmental Updates
• Nominations are being collected for the Admissions and Records Employee of the Month. The top nominee will be announced at the Admissions team meeting on February 29.
• On February 1, interviews were conducted for the two open technician positions, and final candidates were selected. Ms. Kaci Robinson was offered the open Technician-Graduation role. Her first day is March 1. Ms. Kristi Staebler was offered the second open Technician position and will begin in March.
• Ms. Fielder participated in the Fine Arts Major Day with the divisions of Fine Arts on Monday, February 19.
• Ms. Erica Arredondo, Records Technician has been training on course date correcting Admission budget. She is now an additional contact for Administrative Assistants.
• Ms. Bland and Ms. Bachman completed curriculum changes submitted in the past 6 months.
• Ms. Bachman has been working with Billie Logiudice on the upcoming transfer fair.
• On February 13, Ms. Bachman attended a website steering committee meeting.
• Reminders for summer and fall schedule submissions and registration were sent to all administrative assistants.
• At the TACRAO conference, Admissions collaborated with a free vendor International Education Evaluators, to expedite foreign transcripts that need evaluation through NACES for a lower cost with just a link from the college website. Admissions will add this feature when the new Temple College website is live.
• Admissions and Records entered 2749 transcripts (both college and high school) in students' records. Information is gathered for testing and course evaluations so that students can register for classes, receive an accurate degree plan, and apply for graduation. Ms. Chriss Brown (Taylor) and Ms. Julie Enriquez (Evening Coordinator) have been assisting with equating as we train our new technician.
• Admissions and Records has imported 848 applications and processed 6 new applications that need manual adjustments in the Recruit online application system.

**Academic Advising/ Enrollment Coordinators**

- Academic Advisors, Ms. Alexz Martinez, Ms. Hattrice Freeman, Ms. Laura Rodriguez, and Mr. Derrick Webb have been assisting students with spring 2024 second 8-week registration, planning summer classes, as well as 16-week and first 8-week drops.
- In February 2024, Ms. Bachman, acting Advising Director, reports the Advising Center served 528 students.
- Ms. Bachman emailed students regarding the summer schedule being published. Another email will be sent on February 26 including the first 8-week drop information.
- Ms. Freeman will help serve on the interview committee once the administrative assistant position is posted, as Ms. Robinson is transitioning to a new role with the college.
- Academic Advisors continue to be liaisons to department chairs for syllabus reviews to help students equate transfer classes.
- Enrollment Coordinators at Hutto and Taylor will support Campus Preview Day at the EWCHEC center, with additional support from Temple Campus staff members from SS and EM.
Financial Aid

- Mary Daniel, Director of Financial Aid, reports for 2023-2024, 1986 learners at Temple College received Pell grants for a total disbursed amount of $ 6,768,390.54; 1118 learners received Direct Loans for a total disbursed amount of $6,192,774.00.
- For the 23-24 school year, 7652 learners have listed Temple College on their Free Application for Federal Student Aid (FASFA).
- February was a busy month for FAFSA (Free Application for Federal Student Aid) presentations and assistance in the schools. Below is a chart of which high schools we went to, the staff that covered the event, and the number of attendees.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>School</th>
<th>Advisor</th>
<th># of Student's</th>
<th># of parent's</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/31/2024</td>
<td>5:30 - 7:30</td>
<td>Cameron Yoe</td>
<td>Emily Nicholas</td>
<td>17</td>
<td>6</td>
</tr>
<tr>
<td>2/1/2024</td>
<td>3:00 - 7:00</td>
<td>Taylor</td>
<td>Mary Daniel</td>
<td>24</td>
<td>14</td>
</tr>
<tr>
<td>2/6/2024</td>
<td>6:00 - 8:00</td>
<td>Lake Belton</td>
<td>Amber Cripe</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>2/7/2024</td>
<td>6:00 - 8:00</td>
<td>Rockdale</td>
<td>Amber Cripe</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>2/8/2024</td>
<td>8:00 - 4:00</td>
<td>Academy</td>
<td>Kelly Czapnik</td>
<td>66</td>
<td>0</td>
</tr>
<tr>
<td>2/13/2024</td>
<td>5:30 - 7:30</td>
<td>Thorndale</td>
<td>Sheila McMillan</td>
<td>4</td>
<td>1</td>
</tr>
<tr>
<td>2/15/2024</td>
<td>6:00 - 8:00</td>
<td>Rosebud-Lott</td>
<td>Sheila McMillan</td>
<td>10</td>
<td>10</td>
</tr>
</tbody>
</table>

*Additionally, eight events have been scheduled for the remaining dates in February.

Student Retention

- Mr. Adrian Sora, Director of Student Retention reports 559 faculty alerts have been reported at this time with 49 faculty members reporting. Mr. Sora and the Success Coaches will work the alerts, based on the alert level. Success Coach Rebecca Ormsbee has worked 140 alerts, Becky Martinez has worked 157 alerts, and Mr. Sora has worked 256 alerts.
- 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 can 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 spring 2024 semester. Mr. Sora has just been named Temple College’s Student Parent Liaison. He will be reporting parenting student outcomes to the state at the end of each semester/year.

Student Accommodations/International Advising/Foster Care Liaison

- On February 1st Ms. Reid attended a webinar with area community college Accommodation Coordinators to discuss disability-related accommodation issues on campus and current accommodation guidelines.
• On February 1\textsuperscript{st} Ms. Reid emailed foster care students resources for the extra money they can apply for from the Education Training Voucher they can use for housing/tuition, food, and other expenses related to continuing their education, also sending foster care students’ information about the Texas Tuition and Exemption Waiver they may be eligible for that will exempt all tuition for foster care students at any public funded institution of higher education in Texas.
• On February 5\textsuperscript{th} Ms. Reid attended a Zoom meeting to learn about Kurzweil read-aloud software and how it may support students with disabilities to read text-to-speech aloud on the computer.
• On February 8\textsuperscript{th} Ms. Reid attended a Zoom meeting with BISD, TISD, Texas Workforce Commission, Central Counties Services, and UMHB to plan for the Poss-Abilities Job Fair that will be held on March 22\textsuperscript{nd}, 2024 in the Academic Center for students with disabilities to help students with disabilities find employment.
• On February 15\textsuperscript{th} Ms. Reid attended a Zoom meeting to learn more about ReadSpeaker software that can be implemented into D2L allowing students to have the text on tests and exams read aloud.
• On February 20\textsuperscript{th} Ms. Reid attended a Zoom meeting to learn more about SignGlasses technology that can help visually impaired students in the classroom with interpreting services via special glasses and a forward-facing camera on the laptop.
• On February 21\textsuperscript{st} Ms. Reid attended a Zoom meeting to learn more about Glean note-taking software for the classroom that can help our students with disabilities capture notes and get transcripts and closed captioning from their laptop or tablet.
• Ms. Reid currently is working with 137 accommodation students and is accepting applications for accommodation students for the Summer and Fall 2024 semesters.
• Ms. Reid is accepting applications for international F1 visa students for the fall 2024 semester. Temple College currently has eighteen F1 visa international students attending for spring 2024 with more students still in the application process for fall 2024.

**Student Life**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>March  1</td>
<td>Preview Day EWCHEC – Hutto</td>
</tr>
<tr>
<td>March  4</td>
<td>National Snack Day (Pass out snacks)</td>
</tr>
<tr>
<td></td>
<td>Howard Payne University to set up table ASU</td>
</tr>
<tr>
<td></td>
<td>Open “Karaoke”</td>
</tr>
<tr>
<td>March  5</td>
<td>Corn Hole Toss</td>
</tr>
<tr>
<td>March  6</td>
<td>Table Games “Card, Checkers, Chess”</td>
</tr>
<tr>
<td></td>
<td>National Oreo Day (Handout)</td>
</tr>
<tr>
<td>March  7</td>
<td>Nachos Chips, and Soda</td>
</tr>
<tr>
<td>March 17</td>
<td>St. Patrick’s Day</td>
</tr>
<tr>
<td>March 18</td>
<td>Popcorn &amp; Soda</td>
</tr>
<tr>
<td>March 19</td>
<td>International Color Day “Color Easter Egg”</td>
</tr>
<tr>
<td>March 20</td>
<td>Easter Movie “Easter Parade”</td>
</tr>
<tr>
<td>March 21</td>
<td>Diagnostic Ultrasound, Fundraiser BJ’S Brewhouse</td>
</tr>
<tr>
<td>March 25</td>
<td>Hide and seek “Golden Egg”</td>
</tr>
</tbody>
</table>

EWCHEC-Taylor
Item 8-B

EWCHEC- Hutto
Texas Bioscience
Main Campus

March 26 Wear A Hat Day
March 27 World Theater Day: Movie “Risen”
Popcorn & Soda
Gay Straight Alliance "GSA Monthly Check-in" (EWCHEC-Taylor)
March 28 Find the ‘Golden Egg” Win Prize
EWCHEC-Taylor
EWCHEC- Hutto
Texas Bioscience
Main Campus

Testing Center

- Ms. Monique Gibson, Director of Testing reports the successful management of the Spring 2024 testing periods at the Temple College Testing Centers. Over the 16-week and 8-week exam periods, the centers efficiently handled walk-ins and appointment requests. Collaborating with Stephen Phelps, the Testing department administered TCOLE and CASA 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.
- Spring 2024 deadlines are approaching, students are actively testing for program entry (HESI and TEAS examinations) at Temple and Hutto Testing Centers. The Temple and Hutto Testing Centers have consistently seen student testers taking the Texas Success Initiative exam (TSIA2) for Spring 2024.
- Two remote testing sessions were administered for two TSIA2 testers who are not local to Temple College. Two CLEP exams were administered in February 2024. Temple Testing staff participated in administering the ACT exam on the national date of February and will administer the ACT again on the national April ACT date.
- Both Testing Center locations have implemented online Fire Department software (TCFP) allowing local fire agencies to send qualified personnel to test and become certified or promoted. Rather than testing in a large group on scheduled dates, we can now accommodate single testers as they become ready to test.

Tutoring Services

- Mr. Mike Hein, Coordinator, reports the Math Lab (ML) and Writing Center (WC) have seen significant utilization of tutoring sessions by students from January 31, 2024, to February 26, 2024.
- Outreach/collaboration and internal marketing have included the following:
  - continuing to work closely with HSI L.E.A.D.S. and their tutors; the coordinator will attend AHSIE 2024 in March to better understand our role as an HSI
  - tabling at preview days (February 23 complete and March 01 forthcoming)
  - DC/TBI to ensure hours for Hutto and Taylor match students’ and faculty’s needs
The coordinator developed and implemented student volunteer training for this year's Science Challenge and supported the Geology activity for cross-departmental awareness and marketing of the ML and WC.

- The coordinator continues to work to assess AI tools to implement more formal processes and procedures. Among other research, this month Chegg was considered and ultimately rejected given the consensus that there are too many concerns regarding academic integrity surrounding the company.
- Work has begun on a project to expand resources for scholarship writing which will be posted on the WC’s webpages.
- Mr. Hein continues to work on committees/work groups to ensure the ML and WC are in alignment with TC’s vision and goals. Meetings continue to be frequent.

**Veterans Affairs**

- Mr. Travis French and Ms. McCauley have entered 433 amendments, enrollments, and terminations in the Enrollment Manager system for the February 2024 period. The Enrollment Manager report system notifies the VA of how many credit hours Veteran students are enrolled in and how much to pay the school and the veteran.
- Staff 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.
- Mr. French is collaborating with Mary Daniel to identify a more efficient way of reporting VA students by term at Temple College. The current reporting process is outdated, and the technology available will allow for a better system. The goal is to have this new reporting system functioning by the end of March 2024.
MEMORANDUM
Office of the Vice President for Administrative Services

To: Dr. Ponce and the Board of Trustees

From: Brandon Bozon

Date: March 6, 2024

Re: Consider ratifying a purchase of one 2024 Ford Expedition Max, one 2024 Ford Explorer, and one Ford F250 Crew Cab Truck from Johnson Brothers Ford through RFP 24-02, Purchase of Fleet Vehicles. In addition, consider ratifying the purchase of one 2023 Chevrolet Express Van from Caldwell Country Chevrolet through the BuyBoard Cooperative contract# 724-23.

Staff Recommendation: Approval

The Board is asked to ratify a purchase of one 2024 Ford Expedition Max, one 2024 Ford Explorer, and one Ford F250 Crew Cab Truck from Johnson Brothers Ford through RFP 24-02, Purchase of Fleet Vehicles. In addition, consider ratifying the purchase of one 2023 Chevrolet Express Van from Caldwell Country Chevrolet through the BuyBoard Cooperative contract# 724-23.
Item 9-A

Description: Consider ratifying a purchase of one 2024 Ford Expedition Max, one 2024 Ford Explorer, and one Ford F250 Crew Cab Truck from Johnson Brothers Ford through RFP 24-02, Purchase of Fleet Vehicles. In addition, consider ratifying the purchase of one 2023 Chevrolet Express Van from Caldwell Country Chevrolet through the BuyBoard Cooperative contract# 724-23.

Recommendation: The Board is asked to ratify a purchase of one 2024 Ford Expedition Max, one 2024 Ford Explorer, and one Ford F250 Crew Cab Truck from Johnson Brothers Ford through RFP 24-02, Purchase of Fleet Vehicles. In addition, consider ratifying the purchase of one 2023 Chevrolet Express Van from Caldwell Country Chevrolet through the BuyBoard Cooperative contract# 724-23.

The College currently has one 2008 Ford Expedition and one 2012 Dodge Journey that needed to be replaced due to its age and some interior space restrictions. These vehicles are currently assigned to our internal rental fleet and are available for employees to reserve for training events, moving items throughout the College, etc.

To address the age of the vehicles and space issues the College released a request for proposals (RFP) to find replacement vehicles. To quickly address the vehicle issues it was determined to move forward with the purchase of several new vehicles that could be purchased from the dealers who may have the needed vehicles within their current available inventory. After careful evaluation of the offers received, the College clarified some of the offers and then worked on the best and final offer negotiations. After the conclusion of the negotiations, several vehicles were purchased. The 2024 Ford Expedition Max should help alleviate some of the space issues seen with the current Ford Expedition (a 16-year-old vehicle) and the 2024 Ford Explorer will allow the College to have a more dependable vehicle as it’s replacing the Dodge Journey (a 12-year-old vehicle).

In 2017, the current mailroom truck (a 2007 Dodge Dakota Quad Cab) was reallocated to the Hutto Campus for Maintenance support and the College purchased a 2017 Ford Transit Connect for the mailroom needs. The Dodge Dakota truck is experiencing some ongoing mechanical issues mainly due to the age of the vehicle (a 17-year-old vehicle). To address the issue, the College purchased a 2024 Ford Crew Cab to replace the aging vehicle.

Also included within the RFP was an additional need for a 15-passenger van, however, that vehicle was removed during the solicitation process via an addendum. The College had been searching for a multi-passenger van for some time now. We’ve been communicating with several vendors that have cooperative contracts to help us try to find one. Caldwell Country Chevrolet was able to find a 15-passenger van for us to purchase through the BuyBoard Cooperative contract. These vans are very difficult to find, so we quickly moved to accept their offer.

In the past, the College had a 2008 14-passenger bus that was being utilized for our Golf and Tennis teams, however, when those teams were disbanded the bus wasn’t being utilized because the driver of
Item 9-A

the bus needed a Commercial Driver’s License (CDL) to operate it. The College decided to sell the bus in an auction in 2016. Since 2016, the College has been renting vans from Enterprise and Hertz, however, due to COVID, the College has had some difficulty renting these vans, as they are in high demand and are in low supply. The 2023 Chevrolet Express Van that has been purchased will alleviate these issues and like the new Ford Expedition Max and Explorer, the Chevrolet Express Van will be placed within the College’s internal rental fleet for use. The Chevrolet Express Van doesn’t require a CDL, so this multi-passenger vehicle is available to more employees to use once they complete our internal driver’s safety training program.

The Purchasing Department and our Administration met to review some of the offers received as a result of the RFP. The solicitation was advertised in the Temple Daily Telegram as required by the Texas Education Code. It was also posted on the State of Texas Electronic State Business Daily and each new vehicle dealer within Temple College’s servicing district was sent a copy. At the closing date and time of the RFP, the College received two responses. One from Gilchrist Automotive and another from Johnson Brother Ford.

The two responses were measured by price, delivery timeline, the extent to which the vehicle offered would best meet the College’s needs, and experience and stated references. The evaluation scores are shown in the table below:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Vehicle Type</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Johnson Brothers Ford</td>
<td>Mid-Sized SUV</td>
<td>96.00</td>
</tr>
<tr>
<td>Gilchrist Automotive</td>
<td>Mid-Sized SUV</td>
<td>87.51</td>
</tr>
<tr>
<td>Johnson Brothers Ford</td>
<td>Full-Sized SUV</td>
<td>98.00</td>
</tr>
<tr>
<td>Gilchrist Automotive</td>
<td>Full-Sized SUV</td>
<td>92.07</td>
</tr>
<tr>
<td>Johnson Brothers Ford</td>
<td>Crew Cab WT</td>
<td>92.26</td>
</tr>
<tr>
<td>Gilchrist Automotive</td>
<td>Crew Cab WT</td>
<td>92.00</td>
</tr>
</tbody>
</table>

Johnson Brothers Ford scored the highest in each vehicle category and as a result, the Purchasing Department began the best and final offer negotiations with them to purchase one 2024 Ford Expedition Max, one 2024 Ford Explorer, and one 2024 Ford Crew Cab Truck.

The purchase of the 15-passenger van made through the BuyBoard Cooperative Contract#724-23 from Caldwell County Chevrolet satisfies the required bidding laws found within Texas Education Code 44.031.

The Purchasing Department will prepare the 2007 Dodge Dakota, 2008 Ford Expedition, and 2012 Dodge Journey for auction once the new vehicles are received. Once the auction is finalized and the funds received, the funds will be deposited within the College’s General Fund.

Funding for the purchase of the 2024 Ford Expedition Max, 2024 Ford Explorer, and Chevrolet 15-passenger Express Van is available in the newly established, vehicle replacement fund in Fund 63.
2024 Ford Crew Cab Truck will be funded from the Hutto maintenance and operations budget contained in Fund 10.

Based on the information provided, the Board of Trustees is now asked to ratify the purchase of one 2024 Ford Expedition Max for $64,344.88, one 2024 Ford Explorer for $39,772.94, and one 2024 Ford Crew Cab Truck for $47,882.18 through the award of RFP 24-02, Purchase of Vehicles. The Board of Trustees is also asked to ratify the purchase of one 2023 Chevrolet 15-passenger Express Van for $43,565.00 through the BuyBoard Cooperative Contract#724-23. 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: Funds 10 and 63