Notice is hereby given that a Regular Board Meeting of the Board of Trustees of Temple College will be held on Monday, May 20, 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.

A dinner for Board Members will be held at 5:15 p.m., 1st Floor, President's Conference Room, Room 903, Marc Nigliazzo Administration Building, Main Campus.

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 April 15, 2024
   B. Consideration of the Appointment of Adjunct Faculty
   C. Consideration of Approval of an Amendment to the President's Contract
   D. Review and Re-Adoption of Temple College's Investment Policy
      1. Memo-Review and Re-adoption of Temple College's Investment Policy
      2. Investment Policy CAK (LOCAL) 5-20-2024
      3. Investment Policy CAK (LEGAL)-5-20-2024
      4. Investment Policy Resolution
   E. Consideration of Approval of Public Funds Investment Disclosure Report, March 2024
F. Consideration of Approval of Budget Summary Report-February 2024-Current Fiscal Year vs Prior Fiscal Year
G. Consideration of Approval of Lott Vernon as Auditor for FY2024
5. Consideration of Approval of Disbursements for April 2024
6. Student and Outstanding Employees Spotlights
   Student Spotlight
   Barton Mackenzie, Diagnostic Medical Sonography Student
   Outstanding Employees Spotlight
   Jack Edwards, Executive Director, Physical Plant
   Jackie Klaus, Associate Director, Physical Plant
7. President's Report
8. Reports
   A. Faculty Council Report
   B. Provost-Academic Affairs and Student Services Reports
9. New Business
   A. Consider an Order Canvassing of Election Returns for May 4, 2024-General Election
   B. Administration of Oath of Office to Newly-Elected Members of the Board of Trustees
   C. Consideration of Election of Officers for Board of Trustees
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, April 15, 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; Dr. Alejandro Arroliga; Dr. Andrejs Avots-Avotins; Dr. Mark Durham; Dr. Hope Koch; Dr. Jack Myers

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; and Dr. Evelyn Waiwaiole, Vice President, Development, and Executive Director of the Foundation; Dr. Robbin Ray, Associate Vice President and Chief of Operations, East Williamson County Centers

OTHERS PRESENT
Thea Andrews; Dr. Sara Baker; Amanda Burkhart, TC Student; Heather Chandler; Tracey Cooper; Eric Eckert; Jeff Fritz; David Fry; Kim George; Harlee Haley, TC Student; Dr. Jason Locklin; Erica Perrine; Rachel Scott, TC Student; Donny Sims, Dr. John White; Joshua Wilson; Audra Xenakis

1. Call to Order
   John Bailey, Chairman, called the Board of Trustees meeting to order at 6:01 p.m.

2. Invocation and Pledge of Allegiance
   Lydia Santibañez-Farrell offered the Invocation.
   Dr. Andrejs Avots-Avotins 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 Dr. Jack Myers, seconded by Dr. Andrejs Avots-Avotins, and without negative vote, the Board approved the Consent Agenda as presented.

Items for consideration were:

A. Consideration of Approval of Minutes from the Regular Meeting on March 18, 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.
   *Ashley Curry – Dual Credit Navigator – Academic Affairs Division
C. Consideration of Approval of Appointment of Adjunct Faculty
   The following individual was recommended by the appropriate departmental and divisional supervisors, and by the Provost-Academic Affairs and Student Services for appointment as a member of the Adjunct Faculty.
   *Amy Avila – Adjunct Professor, Associate Degree Nursing- Health Profession Divisions
D. 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.
E. Consideration of Approval of Spring 2024 2nd 8-Week Classes Part Time/Overload Salaries.
F. Consideration of Approval of the Budget Summary Report-December 2024
G. Consideration of Approval of the Public Funds Disclosure Report-December 2023
H. Consideration of Approval of Budget Revision Schedule for 2nd Quarter 2023-2024
I. Consideration of Approval of the 2024-2025 College Catalog
   The Board was asked to approve Temple College’s 2024-2025 Catalog which is managed by the software system, Acalog. Instructions to access the online catalog were included in the Board materials. The draft catalog has been reviewed by both instructional and student and enrollment services leadership personnel.
J. Consideration of Approval of Amendments to FY 2024 Budget
   Temple College received an additional funding allocation for the Perkins Basic grant. The amendment to the FY2024 budget will appropriately reflect activity since budget adoption.

5. Consideration of Approval of Disbursements for March 2024
   On a motion by Lydia Santibañez-Farrell, seconded by Dr. Alejandro Arroliga, and without negative vote, the Disbursements for March 2024 were approved as presented.

6. Student, Faculty, and Employee Spotlights
   **Student Spotlight**
   - Amanda Burkhart, President, Associate Degree Nursing Student Organization, Brooke Heaps, Vice President; Rachel Scott, Vice President; Caroline Sims, Secretary; Dania Chavez, Treasurer; Cynthia Andrews, Sponsor; and Angela Guiterre, Sponsor.
Item 4-A

- Harlee Haley, President, Vocational Nursing Student Organization, announced that the VNSO officers are Desirea Wade, Vice President; Cassidy Harmon, Secretary; Patsy Orantes, Treasurer; Dr. Audra Xenakis, Sponsor; Paula Reeve, Sponsor; and Niomi Quinteros, Sponsor.
- Donations are being sought for the Natalie Aviles Memorial Nursing Scholarship.
- The fundraiser committees have been very busy with various activities including a Skill Faculty Challenge, several Self-Care Social Committee activities, Community Service Committee, and the TC Spirit Committee,

Chairman Bailey announced that Item 9. New Business, Item 9-A, would be taken out of agenda order for consideration.

9.A. Consideration of Approval of Faculty Recommended for Tenure Fall 2024

The Board was asked to approve the following faculty who have met all requirements for the granting of tenure for Temple College. The administration recommended that tenure be granted for fall 2024. Dr. Guzmán-Treviño introduced the candidates for Board approval.

Liberal Arts Division
- Heather Chandler – Assistant Professor-Academic Foundations, English
- Dr. Alexander Corbett – Assistant Professor, Music

Fine Arts Division
- Kristen Griffith – Assistant Professor, Economics
- Mark Leech – Assistant Professor, Mathematics

Mathematics/Science/Physical Educations Division
- Donald Sims – Assistant Professor, Respiratory Care

Health Professions Division
- Joshua Wilson -Assistant Professor, Computer Information Systems

On a motion by Lydia Santibañez-Farrell, seconded by Dr. Mark Durham, and without negative vote, faculty who have met all requirements for the granting of tenure for Temple College for Fall 2024 were approved as presented.

Chairman Bailey called for return to the Order of the Day.

7. The President’s Report included the following:
- Dr. Ponce congratulated Coach Craig McMurtry on 800 wins as athletic director and head baseball coach. Coach McMurtry retired from professional baseball in 1998. He was named the athletic director at Temple College in 2013.
- There were many events taking place or will take place at the college and all the teams participating in these events were thanked for their efforts. Some of the happenings include the Transfer Fair, Leopard Fest, the Alumni Association accomplishments, events at Hutto, the upcoming Open House, and the Solar Eclipse event. Temple College hosted a community event featuring Temple High School graduate Keelan Hamilton, NASA astronaut.
- Samsung invited Temple College to its large announcement of new investments and opportunities to partner on training.
8. Reports
   A. Faculty Council Report
      • Nomination requests for the 2024-2025 Claudia and W. T. Barnhart Outstanding Faculty Award will be sent out soon.
      • Faculty Council is conducting elections for all of their committees and executive positions.
      • Faculty Achievements and Sponsors of Student Organizations were acknowledged. They are listed in the Faculty Council Report which was included in the Board materials and the complete report is posted on the Temple College web page.
   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. No oral report was given.

9. New Business
   A. Consideration of Approval of Faculty Recommended for Tenure Fall 2024
      This item was considered and approved before Item 7.

   B. Approval of Associate of Science, Engineering Technology, TBI STEM
      The Board of Trustees was asked to consider approval for offering the Associate of Science, Engineering, TBI STEM. This degree will serve the Texas Bioscience Institute (TBI) students and their particular Science, Technology, Engineering, and Math (STEM) pathway mandates. On April 3, 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.

      On a motion by Dr. Hope Koch, seconded by Dr. Mark Durham, and without negative vote, the Associate of Science, Engineering Technology, TBI STEM was approved as presented.

   C. Consideration of Approval of an Upgraded Card Access System at Temple, Hutto, and Taylor
      The Board was asked to approve 3 proposals for installing a Lenel S2 Card Access System for Temple, Hutto, and Taylor Campuses from IES Communications through the DIR cooperative. The contract is offered through The Texas Department of Information Resources (DIR) cooperative, contract DIR-CPO-4813. This cooperative meets the College’s requirements for competitive solicitations found in Texas Education Code 44. The Board of Trustees was also asked to give authority to the Vice President of Administration to approve the contract and to approve any change orders up to the amount allowed by the Texas Education Code 44.0411.

      On a motion by Lydia Santibañez-Farrell, seconded by Dr. Andrejs Avots-Avotins, and without negative vote, an Upgraded Card Access System at Temple, Hutto, and Taylor 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
   Chairman Bailey announced that an Executive Session would not be called as there
   were no items for discussion.

12. Adjournment
   There being no further business, the Meeting of the Board of Trustees was
   adjourned on a motion by Dr. Hope Koch, and seconded by Dr. Andrejs Avots-
   Avotins, at 7:11 p.m.

NEXT BOARD OF TRUSTEES MEETING:

A Regular Meeting of the Temple College Board of Trustees will be held
Monday, May 20, 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 individual is being recommended by the appropriate departmental and divisional supervisors, and by the Vice President of Academic Affairs for appointment as a member of the Adjunct Faculty.

★ Chad Pettit - Adjunct Professor, English– Liberal Arts Division – Mr. Petit received his Master of Arts in Rhetoric and Composition degree from Texas A&M University. He currently teaches high school English classes for the Killeen Independent School District.
Consideration of Approval of an Amendment to the President’s Contract

Recommendation: Board Approval

The Board conducted the President’s Annual Evaluation on May 14, 2024. The proposed amendment extends the President’s contract by one year to August 31, 2025 and provides the same percentage increase received by all employees for FY2025.
MEMORANDUM
Office of the Vice President for Administrative Services

To: Board of Trustees and Dr. Ponce
From: Brandon Bozon
Date: May 20, 2024
Re: Review and re-adoption of Temple College’s Investment Policy

Staff Recommendation: Approval

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

There have been no changes to either policy since the last review.
Investment Policy

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

Investment Authority

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

Approved Investment Instruments

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

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

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

**Safety**

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

**Investment Management**

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

**Liquidity and Maturity**

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

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

**Diversity**

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

**Monitoring Market Prices**

The investment officer shall monitor the investment portfolio and shall keep the Board informed of significant changes in the market value of the College District’s investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done at least quarterly, as required by law, or more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.
In accordance with Government Code 2256.005(b), the investment officer shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

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

**Operating Funds**

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

**Custodial Funds**

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

**Debt Service Funds**

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

**Capital Project Funds**

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

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

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

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

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

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

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

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

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

In conjunction with the annual financial audit, the College District shall perform a compliance audit of management controls on investments and adherence to the College District’s established investment policies.
<table>
<thead>
<tr>
<th>Public Funds Investment Act</th>
<th>A college district must comply with the Public Funds Investment Act, Government Code Chapter 2256.</th>
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<tbody>
<tr>
<td>Investment Compliance</td>
<td>All investments made by investing entities, including college districts, shall comply with Government Code Chapter 2256, Subchapter A, and all federal, state, and local statutes, rules, or regulations. <em>Gov't Code 2256.026</em></td>
</tr>
<tr>
<td>Written Policies</td>
<td>The governing body of an investing entity shall adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds under its control. The investment policies must be written; primarily emphasize safety of principal and liquidity; and address investment diversification, yield, and maturity and the quality and capability of investment management; and include:</td>
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<td>1. A list of the types of authorized investments in which the investing entity’s funds may be invested;</td>
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<td>2. The maximum allowable stated maturity of any individual investment owned by the entity;</td>
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<td>3. For pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date of the portfolio;</td>
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<td>4. Methods to monitor the market price of investments acquired with public funds;</td>
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<td>5. A requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis; and</td>
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<td>6. Procedures to monitor rating changes in investments acquired with public funds and the liquidation of such investments consistent with the provisions of Government Code 2256.021 [see Loss of Required Rating, below]. <em>Gov't Code 2256.005(a)–(b)</em></td>
</tr>
<tr>
<td>Annual Review</td>
<td>The governing body of an investing entity shall review its investment policy and investment strategies not less than annually. The governing body shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. <em>Education Code 51.0032; Gov't Code 2256.005(e)</em></td>
</tr>
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</table>
As an integral part of the investment policy, the governing body shall adopt a separate written investment strategy for each of the funds or group of funds under its control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities in order of importance:

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

Gov't Code 2256.005(d)

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

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

Initial Training for Board Members and Investment Officer

Each member of the governing board of a state agency and its investment officer shall attend at least one training session relating to the person’s responsibilities under Government Code Chapter 2256 within six months after taking office or assuming duties. The Coordinating Board shall provide the training under Government Code 2256.007. The training must include education in:

1. Investment controls;
2. Security risks;
3. Strategy risks;
4. Market risks;
5. Diversification of investment portfolio; and
6. Compliance with Chapter 2256.

Gov’t Code 2256.007(a)–(c)

Biennial Training for Investment Officer

The investment officer shall attend a training session not less than once each state fiscal biennium and may receive training from any independent source approved by the governing body of the state agency. Gov’t Code 2256.007(d)

Training for Investment Officer and Other College Officials

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

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

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

Gov’t Code 2256.008(a), (c)

Standard of Care

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

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

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

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

Gov’t Code 2256.006

Personal Interest

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

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

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

_Gov’t Code 2256.005(i)_

Reports

Quarterly Reports

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

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

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

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

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

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

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

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

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

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

*Education Code 51.0032; Gov't Code 2256.001, .002 (9), .023*

**Biennial Report**
The investment officer shall prepare a report on Government Code
Chapter 2256, Subchapter A, and deliver it to the governing body
of the state agency no later than the 180th day after the last day of
each regular session of the legislature. *Gov't Code 2256.007(d)*

**Selection of Broker**
The governing body of an entity subject to Government Code
Chapter 2256, Subchapter A, or a designated investment commit-
tee, shall, at least annually, review, revise, and adopt a list of quali-
fied brokers that are authorized to engage in investment transac-
tions with the entity. *Gov't Code 2256.025*

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

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

*Gov't Code 2256.003(a)–(b), .005(j)*

**Obligations**
Except as provided below, the following are authorized invest-
ments under the Public Funds Investment Act:
1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks;

2. Direct obligations of this state or its agencies and instrumentalities;

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

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

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

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

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

8. Interest-bearing banking deposits other than those described by item 7 if:
   a. The funds invested in the banking deposits are invested through a broker with a main office or branch office in this state that the investing entity selects from a list the governing body or designated investment committee of the entity adopts as required by Government Code 2256.025 or a depository institution with a main office or branch office in this state that the investing entity selects;
   b. The selected broker or depository institution arranges for the deposit of the funds in the banking deposits in one or more federally insured depository institutions, regardless of where located, for the investing entity’s account;
c. The full amount of the principal and accrued interest of the banking deposits is insured by the United States or an instrumentality of the United States; and

d. The investing entity appoints as the entity's custodian of the banking deposits issued for the entity's account the selected depository institution, an entity described by Government Code 2257.041(d), or a clearing broker dealer registered with the Securities and Exchange Commission and operating under Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. 240.15c3-3).

**Gov't Code 2256.009(a)**

The following investments are not authorized:

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

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

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

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

**Gov't Code 2256.009(b)**

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

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

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

3. Secured in accordance with Government Code Chapter 2257 or in any other manner and amount provided by law for the deposits of the investing entity.
In addition to the authority to invest funds in certificates of deposit under the previous section, an investment in certificates of deposit made in accordance with the following conditions is an authorized investment under Government Code 2256.010:

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

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

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

4. The investing entity appoints the depository institution selected by the investing entity under item 1, above, or a clearing broker-dealer registered with the Securities and Exchange Commission and operating pursuant to Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. 240.15c3-3) as custodian for the investing entity with respect to the certificates of deposit issued for the account of the investing entity.

Gov’t Code 2256.010

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

Repurchase Agreements

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

1. Has a defined termination date;

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

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

4. Is placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in Texas.

Notwithstanding any other law, the term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by an entity under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

A repurchase agreement made by an investing entity under this provision may be submitted for clearing and settlement to a covered clearing agency, as defined by the Securities and Exchange Commission in Rule 17Ad-22, 17 C.F.R. 240.17Ad-22.

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

An investing entity that contracts with an investment management firm under Government Code 2256.003(b) may authorize the firm to invest the entity's public funds or other funds under the entity's control in repurchase agreements as provided by this section using a joint account.

An investment management firm responsible for managing a repurchase agreement transaction using a joint account on behalf of an investing entity as authorized under this provision must ensure that:

1. Accounting and control procedures are implemented to document the investing entity's aggregate daily investment and pro rata share in the joint account;

2. Each party participating in the joint account retains the sole rights of ownership to the party's pro rata share of assets invested in the joint account, including investment earnings on those assets; and

3. Policies and procedures are implemented to prevent a party participating in the joint account from using any part of a balance of the joint account that is credited to another party.

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

A "joint account" means an account maintained by a custodian bank and established on behalf of two or more parties to engage in aggregate repurchase agreement transactions.

Gov't Code 2256.011

A securities lending program is an authorized investment if:

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

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

3. The terms of the loan require that the securities being held as collateral be pledged to the investing entity, held in the investing entity’s name, and deposited at the time the investment is made with the entity or with a third party selected by or approved by the investing entity; and

4. The loan must be placed through a primary government securities dealer, as defined by 5 C.F.R. 6801.102(f), as that regulation existed on September 1, 2003, or a financial institution doing business in this state.

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

Gov't Code 2256.0115

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

1. Has a stated maturity of 270 days or fewer from the date of issuance;
2. Will be, in accordance with its terms, liquidated in full at maturity;

3. Is eligible for collateral for borrowing from a Federal Reserve Bank; and

4. Is accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank, or of a bank holding company of which the bank is the largest subsidiary, are rated not less than A-1 or P-1 or an equivalent rating by at least one nationally recognized credit rating agency.

Gov't Code 2256.012

Commercial Paper

Commercial paper is an authorized investment if the commercial paper:

1. Has a stated maturity of 365 days or fewer from the date of issuance; and

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

Gov't Code 2256.013

Mutual Funds

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

1. Is registered with and regulated by the Securities and Exchange Commission;

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

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

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

1. Is registered with the Securities and Exchange Commission;

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

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

**Gov’t Code 2256.014**

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

1. Has a defined termination date;
2. Is secured by obligations described by Government Code 2256.009(a)(1), excluding those obligations described by Section 2256.009(b), in an amount at least equal to the amount of bond proceeds invested under the contract; and
3. Is pledged to the entity and deposited with the entity or with a third party selected and approved by the entity.

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

To be eligible as an authorized investment:

1. The governing body of the entity must specifically authorize guaranteed investment contracts as eligible investments in the order, ordinance, or resolution authorizing the issuance of bonds;
2. The entity must receive bids from at least three separate providers with no material financial interest in the bonds from which proceeds were received;
3. The entity must purchase the highest yielding guaranteed investment contract for which a qualifying bid is received;
4. The price of the guaranteed investment contract must take into account the reasonably expected drawdown schedule for the bond proceeds to be invested; and
5. The provider must certify the administrative costs reasonably expected to be paid to third parties in connection with the guaranteed investment contract.

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

Gov’t Code 2256.015

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

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

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

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

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

Gov’t Code 2256.0206

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

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

Gov’t Code 2256.0207
In addition to the authorized investments permitted by Government Code Chapter 2256, Subchapter A, an institution of higher education may purchase, sell, and invest its funds and funds under its control in the following:

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

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

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

Gov’t Code 2256.020

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

An investment that requires a minimum rating under Government Code Chapter 2256, Subchapter A, does not qualify as an authorized investment during the period the investment does not have the minimum rating. An entity shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating. Gov’t Code 2256.021

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

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

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

"Pledged revenue" means money pledged to the payment of or as security for bonds or other indebtedness issued by a local government; obligations under a lease, installment sale, or other agreement.
Investment of Debt Service Funds

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

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

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

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

General Deposits

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

Sellers of Investments

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

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

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

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

Gov’t Code 2256.005(k)–(l)

Donations

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

Electronic Funds Transfer

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

Private Auditor

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

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

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

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

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

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

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

PRESENTED AND ADOPTED on this the 20th day of May, 2025, by a vote of _______ ayes and _______ nays at a regular meeting of the Board of Trustees of Temple College.

___________________________
John Bailey, Chairman

ATTEST:

______________________________
Judy Dohnalik, Assistant to the President
& Board of Trustees
### Temple College
**Board of Trustees Monthly Investment Report**

**Public Funds Investment Disclosure Report**

*March 2024*

#### Cash and Cash Equivalents

<table>
<thead>
<tr>
<th>Interest Rate</th>
<th>Book/Market Value 2/29/2024</th>
<th>Receipts</th>
<th>Interest Earnings</th>
<th>Distributions</th>
<th>Book/Market Value 3/31/2024</th>
<th>Operating Funds</th>
<th>Restricted Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alliance Bank - Money Market</td>
<td>2.13%</td>
<td>$256,988</td>
<td>$0</td>
<td>$457</td>
<td>$0</td>
<td>$257,464</td>
<td>$257,464</td>
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<tr>
<td>Alliance Bank - Money Market</td>
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<td>$243,734</td>
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<td>PNC - Money Market</td>
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<td>$49</td>
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<td>PNC - Operating Account</td>
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<td>PNC - Student Refund Account</td>
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<td>$59,545</td>
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<td>$276,697</td>
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<td>PNC - Federal Funds Account</td>
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<td>$84,225</td>
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<td>PNC - Plant Account</td>
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<td>$54,021,624</td>
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<td>Hilltop Securities: Demand Deposit SLGS Sub.</td>
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<td>Petty Cash</td>
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<td>$0</td>
<td>$0</td>
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</table>

Subtotal Cash and Cash Equivalents: $66,828,415

<table>
<thead>
<tr>
<th>Book/Market Value 3/31/2024</th>
<th>Operating Funds</th>
<th>Restricted Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>$256,613,141</td>
<td>$395,493</td>
<td>$116,396,082</td>
</tr>
<tr>
<td>$61,814,967</td>
<td>$50,151,253</td>
<td>$50,151,253</td>
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</table>

#### Cash in Investment Pools

<table>
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<tr>
<th>Book/Market Value 3/31/2024</th>
<th>Operating Funds</th>
<th>Restricted Funds</th>
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<tbody>
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<tr>
<td>$61,814,967</td>
<td>$50,151,253</td>
<td>$50,151,253</td>
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#### Cash in Certificates of Deposit

<table>
<thead>
<tr>
<th>Book/Market Value 3/31/2024</th>
<th>Operating Funds</th>
<th>Restricted Funds</th>
</tr>
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<tbody>
<tr>
<td>$256,613,141</td>
<td>$395,493</td>
<td>$116,396,082</td>
</tr>
<tr>
<td>$61,814,967</td>
<td>$50,151,253</td>
<td>$50,151,253</td>
</tr>
</tbody>
</table>

#### Total Cash, Cash Equivalents and Investments

| Total | $162,209,625 | $114,169,703 | $588,225 | $118,377,795 | $158,589,756 | $149,024,893 | $9,564,862 |

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**Signed:**

[Signature]

**Associate Vice President, Finance & Human Resources**

Susan Allamon, CPA, CGFO
## BUDGET SUMMARY REPORT - MARCH 2024

<table>
<thead>
<tr>
<th>Item</th>
<th>CURRENT FISCAL YEAR</th>
<th>PRIOR FISCAL YEAR</th>
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<tbody>
<tr>
<td></td>
<td>Budget 3/31/24</td>
<td>Actual 3/31/24</td>
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<tr>
<td>REVENUES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Educational &amp; General</td>
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<tr>
<td>State Funds</td>
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<tr>
<td>State Appropriations</td>
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<td>State Grants &amp; Contracts</td>
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<td>301,364</td>
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<td>Federal Funds</td>
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<tr>
<td>Federal Grants</td>
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<td>Title IV Grants</td>
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<tr>
<td>Local Funds</td>
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<tr>
<td>Private Grants, Gifts, &amp; Contracts</td>
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<td>4,298,125</td>
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<td>Tuition</td>
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<td>11,939,406</td>
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<tr>
<td>Fees</td>
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<td>4,318,992</td>
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<td>Exemptions, Waivers, &amp; Discounts</td>
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<td>1,970,000</td>
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<tr>
<td>Taxes</td>
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<tr>
<td>Other Local Funds</td>
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<tr>
<td>Total Educational &amp; General</td>
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<td>53,842,140</td>
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<tr>
<td>Transfers from OA to Other Funds</td>
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<td>Use Fees</td>
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<td>Taxes</td>
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<td>(6,387,118)</td>
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<td>Parking, Energy Conservation, HVAC</td>
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<td>Other</td>
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<tr>
<td>Transfer - TIF Remittance</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Transfers from OA to Other Funds</td>
<td>(9,698,592)</td>
<td>(8,357,118)</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>8,000</td>
<td>5,415</td>
</tr>
<tr>
<td>TOTAL REVENUES</td>
<td>51,271,024</td>
<td>45,490,437</td>
</tr>
<tr>
<td>EXPENDITURES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Educational &amp; General</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>17,138,801</td>
<td>9,414,438</td>
</tr>
<tr>
<td>Public Service</td>
<td>1,028,393</td>
<td>929,640</td>
</tr>
<tr>
<td>Academic Support</td>
<td>3,816,373</td>
<td>2,009,315</td>
</tr>
<tr>
<td>Student Services</td>
<td>4,790,587</td>
<td>2,378,917</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>10,471,181</td>
<td>5,932,458</td>
</tr>
<tr>
<td>Physical Plant</td>
<td>3,864,950</td>
<td>2,003,239</td>
</tr>
<tr>
<td>Total Educational &amp; General</td>
<td>41,110,285</td>
<td>22,668,007</td>
</tr>
<tr>
<td>Student Aid</td>
<td>10,680,069</td>
<td>8,109,707</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>1,032,371</td>
<td>661,696</td>
</tr>
<tr>
<td>Contingency for Unexpected Expenditures</td>
<td>118,299</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL EXPENDITURES</td>
<td>52,941,024</td>
<td>31,439,410</td>
</tr>
<tr>
<td>NET DIFFERENCE</td>
<td>(1,670,000)</td>
<td>14,051,027</td>
</tr>
</tbody>
</table>
MEMORANDUM

Office of the Vice President for Administrative Services

To: Board of Trustees and Dr. Ponce
From: Brandon Bozon
Date: May 20, 2024
Re: Approval of Lott, Vernon & Company P.C. as auditor for FY 2024

Staff Recommendation: Approval

Temple College is required to have an audit of its financial statements conducted every year, as well as a Single Audit as required by Federal and State grant guidance. Lott, Vernon & Company P.C. has performed these services for the College for over 20 years, and the firm is proposing to perform the financial statement audit and Single Audit for the College for Fiscal Year 2024. The fee for completing both audits is not to exceed $41,500. Enclosed is the Engagement Letter from the firm.
April 24, 2024

To Board of Trustees and Management
Temple College
2600 So. 1st Street
Temple, Texas 76501

We are pleased to confirm our understanding of the services we are to provide for Temple College for the year ended August 31, 2024.

Audit Scope and Objectives

We will audit the financial statements (as listed in the Table of Contents) of Temple College, including the disclosures, which collectively comprise the basic financial statements, of Temple College as of and for the year ended August 31, 2024. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management’s discussion and analysis (MD&A), to supplement Temple College’s basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Temple College’s RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1) Management’s Discussion and Analysis.
2) Schedule of College’s Proportionate Share of Net Pension Liability
3) Schedule of College’s Contributions for Pensions
4) Schedule of College’s Proportionate Share of Net OPEB Liability
5) Schedule of College’s Contributions for OPEB
6) Notes to Required Supplementary Information

We have also been engaged to report on supplementary information other than RSI that accompanies Temple College’s financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor’s report on the financial statements.

1) Supplementary Schedules (as listed in the Table of Contents)
In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

1) Organizational Data

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor’s report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and Government Auditing Standards will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with Government Auditing Standards.

- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

Auditor’s Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and Government Auditing Standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, Government Auditing Standards do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and Government Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.
In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement and they may bill you for responding to this inquiry.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Revenue, Receivables, and Receipts
- Debt – GASB 96

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, Government Auditing Standards, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Temple College's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.
The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of Temple College’s major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Temple College’s compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers) and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the college’s ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management’s responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.
You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management’s views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information on the website with the original document.

**Engagement Administration, Fees, and Other**

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations and schedules we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management’s responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor’s reports, and corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor’s reports or nine months after the end of the audit period.
We will provide copies of our reports to the college; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Lott, Vernon & Company, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a federal agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Lott, Vernon & Company, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the federal agency or its designee. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Dane Legg is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit in July of 2024.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, confirmation service provider fees, etc.) except that we agree that our gross fee, including expenses, will not exceed $41,500. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

In the unlikely event that circumstances occur which we in our sole discretion believe could create a conflict with either the ethical standards of our firm or the ethical standards of our profession in continuing our engagement, we may suspend our services until a satisfactory resolution can be achieved or we may resign from the engagement. We will notify you of such conflict as soon as practicable, and will discuss with you any possible means of resolving them prior to suspending our services. Both of us agree that any dispute between you and Lott, Vernon & Company, P.C., arising from the engagement, this agreement, or the breach of it, may, if negotiations and other discussion fail be first submitted to mediation in accordance with the provisions of the Commercial Mediation Rules of the American Arbitration Association (AAA) then in effect. Both of us agree to conduct any mediation in good faith and make reasonable efforts to resolve any dispute by mediation. Mediation is not a pre-condition to the arbitration provided for below and the failure or refusal by either party to request or participate in mediation shall not preclude the right of either party to initiate arbitration. We agree to conduct the mediation in Bell County, Texas or another mutually agreed upon location.

Both of us agree that any dispute arising from the engagement, this agreement or the breach of it shall be subject to binding arbitration under the provisions of the Federal Arbitration Act (9 U.S.C. § 1, et seq.) and of the Dispute Resolution Rules for Professional Accounting and Related Services Disputes of the AAA (the Rules), and judgment on the award rendered by the arbitrator may be entered in any court of competent jurisdiction. The arbitration shall be heard before one or more arbitrators selected in accordance with the Rules. The parties agree to conduct the arbitration in Bell County, Texas or another mutually agreed upon location. The arbitrator may only award direct damages and may not award consequential, exemplary, or punitive damages. The prevailing party in any arbitration or litigation shall be entitled to recover from the other party reasonable attorneys’ and expert witness fees, court costs, and the administrative costs, arbitrator’s fees, and expenses of the AAA incurred in the arbitration or litigation in addition to any other relief that may be awarded.
Notwithstanding the provisions of the immediately preceding paragraph, neither of us shall be compelled to arbitrate any dispute between us which arises out of any claim asserted against either of us by a third party, unless the third party (whether one or more) agrees to join the arbitration or can be compelled to join it.

**Reporting**

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to governing board of Temple College, which will also address other information in accordance with AU-C 720, The Auditor’s Responsibilities Relating to Other Information Included in Annual Reports. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor’s report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity’s internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to Temple College and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

Lott, Vernon & Company, P.C.

RESPONSE:

This letter correctly sets forth the understanding of Temple College.

Management signature: ______________________

Title: ______________________________________

Governance signature: ______________________

Title: ______________________________________
Faculty Council Report to the Temple College Board of Trustees
May 20, 2024

I am sorry I will not be with you at this board meeting. Please let me know if you have any questions, comments, or concerns. Thank you.

Faculty Advancement

Faculty Advancement committee has been busy this Scholastic year. We have awarded funds to 6: Prudence York-Hammons, Michael Foote, Martha Hartt, Lisa Keil, Derek Mudd, Lily Penfold. We are so happy to be able to help support the faculty and the students with the most up to date in education. We do have some funds left if any one has a summer education event they would like to attend. The application can be found on the Faculty Council D2L Course Page or you can reach out to

Faculty Council Elections

We will beholding our election at the start of Fall 2023. I would like to think 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. Nomination forms and 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.

End of Year Thank you’s and Congratulations

Thank you to all the faculty for the hardwork you do to ensure the students are receiving the best eduation and support. Thank you for working on the Faculty Council and Temple College Committee’s. Your insites and perspectives help to make Temple College an excellent place for education and to work. Thank you for the volunteer work and College events you help to support. And thank you for sponsoring student Organizations. You help the students to feel welcome on campus and get them networking connections that are so important for their future careers.

Below is the copy of the Faculty that served on Faculty Council Committees. This does not include the faculty on all the various Temple College Committees, volunteer work, College events, and sponsors for student organizations.

Congratulations to the Temple College Faculty that are retiring. Thank you for your dedication to the students, faculty, and to Temple College. Our retirees this year: Claudia Turner.
EXECUTIVE COMMITTEE

PRESIDENT: Erica Perrine, Nursing
VICE-PRESIDENT: Sandra Melendez, Engineering Tech.
SECRETARY-TREASURER: Alexander Corbett, Music
PAST PRESIDENT: Claudia Turner

Barnhart Award Selection Committee
(2 elected, 1 appointed)
1. Craig Collins, Computer Info Systems
2. Claudia Turner, Nursing
   ➢ Prudence York-Hammons, Math

Elections Committee
(2 elected, 1 appointed)
1. Sudeep Majumdar, Biology
2. John White, Chemistry
   ➢ Isaac Masoner, Business Mang

Faculty Advancement Committee
(4 elected, 1 appointed)
1. Isaac Masoner, Business Mang
2. Claudia Turner, Nursing
3. Angela Gutierrez, Nursing
4. Emmy Johnston, Dental Hygiene

Faculty Development Leave Grant
(4 elected, 1 appointed)
1. Isaac Masoner, Business Mang
2. Donny Sims, Respiratory Therapy
3. Craig Collins, CIS
4. Wendy Armstrong, Biology

Faculty Orientation Group (FOG)
(4 elected, 1 appointed)
1. Melissa Parker, Child Development
2. Heather Chandler, Academic Foundation
4. Prudence York-Hammons, Math

Professional Consultation Committee
(President of College or President of Faculty Council may call a meeting)
Exec. Committee (Perrine, Melendez, Corbett, Turner)
Craig Collins, CIS (tenured) (2 year term)
Brice Olivier (tenured) (1 year term)
Kim George (tenured) (1 year term)

Satellite and ISD Campuses Committee
(6 elected, 1 appointed)
1. Wesley Jackson, Social Sciences
2. Erin Tilton, Physical Sciences
3. Robert Hamilton, English
4. Sudeep Majumdar – Biology / EWCHEC-Hutto
5. Reid Echols – English / ISD
6. Wendy Armstrong – Biology
   ➢ Kim Clawson, Biology

Social Committee
(VP serves as Chair, 9 elected, 1 (or more) appointed)
Sandra Melendez, Vice-President (Chair)
1. Shilo Covey, Nursing
2. Melissa Michealwicz, Nursing
3. Peggy Wright, Nursing
4. Angela Gutierrez, Nursing
5. Cynthia Maldonado, Health Professions
7. Candice Bahnsen, Surgical Technology
8. Claudia Turner, Nursing
9. Wendy Armstrong, Biology

Ways and Means Committee
(4 elected, 1 appointed)
1. Paula Eubanks, Nursing
2. John White, Chemistry
TEMPLE COLLEGE CAMPUS COMMITTEES

Educational Services Committee
Erica Perrine, President

College Curriculum Committee
Sandra Melendez, Vice-President

Athletic Committee (5 elected per schedule)
Paul Foutz, Math (2-year term)
Melissa Machalek, Dental Hygiene (2-year term)
Jamie Germond, Nursing (2-year term)
Kurt Terry, Social Science (1yr term)
Kim Sebek, Athletics (1-year term)
Shelly Buuck, Math (1-year term)

Safety and Security Committee (2 elected)
1. Debra Blankenship, Emergency Medical Services
2. Nancy Eaton, Nursing
3. Shilo Covey, Nursing
4. Richard Askey, Electromechanical Engineering

Temple College Policy Committee
Christopher Krejci, English (1-year term)
Sandra Melendez, Engineering Tech (1-year term)
Westley Jackson, Social Sciences (2-year term)

Temple College Grievance Committee
(9 elected first year, 3 per year after that)

Wendy Armstrong, Biology (3-year term)
Rosemary Berumen, Nursing (3-year term)
Christopher Krejci, English (3-year term)
Kim George, English (1-year term)
Christine Simon, Psychology (1-year term)
Brice Olivier, History (1-year term)
Kimberley Clawson, Biology (2-year term)
Mary Hatsell, Math (2-year term)
Claudia Turner, Nursing (2-year term)
MEMORANDUM
Provost, Academic Affairs and Student Services

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

STUDENT SPOTLIGHT: We will highlight Barton Mackenzie, Diagnostic Medical Sonography student, for her outstanding accomplishments.

OUTSTANDING EMPLOYEE SPOTLIGHT: Jack Edwards, Executive Director, Physical Plant, and Jacqueline Klaus, Associate Director, Physical Plant, will be recognized for exemplifying Caring Campus at Temple College.

eLEARNING, EDUCATION TECHNOLOGIES and ONLINE SERVICES

eLearning Operations
Budget
● The eLearning annual department budget was submitted. The total budget increase for the 2024/2025 period is approximately 9.2% ($18,104) compared to the 2023/2024 academic period. Changes include:
  o Addition of two new software solutions; Panopto screen recording software replacing VidGrid, and new ReadSpeaker screen reader ($17,254 increase)
  o Slight increase for travel due to more events and community/regional engagements/conferences (an increase of $850)

H.S.I. Resource Course Shell
● eLearning met with staff to discuss logistics regarding creation and management of non-credit course D2L course shell which will serve as a resource shell for H.S.I. students.

Micro Grant
● Brian St. Amour assisted Dr. Sandra Melendez in packaging and delivery of course developed for submission and review by the sponsoring grant-funded auditing body.

Publisher Integrations
BibliU/Texas Bookstore
● BibliU integration will replace VitalSource starting this fall semester.

Vendor Management
Niche Academy
● eLearning and Library Services will continue to monitor the pilot program with English professors to ensure that integration operates smoothly.
Honorlock Proctoring Solution

- Usage data as of 4/30:

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<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
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Turnitin/ExamSoft

- Turnitin has purchased ExamSoft within the past year. ExamSoft is being used by Nursing, Surgical Technology, and other medical professions departments for compliance with oversight and licensure agencies.

Tutor.com

- Usage data as of 4/30:

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<td>Average Session Length (minutes)</td>
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<td>Recommended Rate (%)</td>
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<tr>
<td>Contract Hours Used (hours)</td>
<td>228.33/400</td>
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<tr>
<td>Contract Hours Used (%)</td>
<td>57</td>
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</table>

Committees
Center for Teaching and Learning

- Adjunct Training 2024 training logistics was discussed. In-person and virtual events are planned.

Website Steering Committee

- Christa and Brian will meet with marketing and implementation team to discuss planning the eLearning department website pages for the new website, and a meeting is scheduled for May 8.
Community
Graduation ceremony
● Brian St. Amour and Christa Quigley will attend commencement ceremony at Bell County Exposition Center on May 11.

ReadSpeaker Advisory Committee
● Brian St. Amour was invited to join the ReadSpeaker Advisory committee.

TxDLA
● The Virtual Conference was held April 16 and 17, and Brian St. Amour presented on Honorlock and Student Success and use of proctoring data for aiding faculty and students

Temple College Open House
● eLearning will participate in the open house on April 25 to showcase services and technologies available to students. Give-a ways were donated by various vendors.

ENGINEERING TECHNOLOGY

Important milestones/achievements for the department, individuals, faculty, or staff:

14 students competed at SkillsUSA in Houston, Texas on April 18th this month.

The results for the Texas State competition are as follows:

Models of Excellence one of 18 schools in the country.
The first community college in the State of Texas to receive this honor at Nationals on June 24 – 29 in Atlanta, Georgia.

Outstanding Chapter, Gold
Community Service, Gold
Quiz Bowl, Gold
Mobile Robotics, Gold
Carpentry, Gold

Urban Search and Rescue, Silver
Engineering Design, Silver
Technical Drawing, Silver
Technical Math, Bronze

Community Outreach
● April 13, 2024, Dr. Melendez, Mr. Pilgrim, the TC Trailer and the SkillsUSA STEM Club students participated in TISD Spring into STEM event at Santa Fe Plaza.
• April 22-25 NC3 training was held at Temple College’s main campus.
• Mr. Askey and Mr. Griffith attended Automated Robotics.
• Dr. Melendez attended AC fundamentals, DC fundamentals, Fundamentals of Pneumatics and Fundamentals of Hydraulics.

Upcoming Events
April 30 OPEN HOUSE
May 11 Graduation
May 31 TISD Teacher training on Dremel Printing Certification by Dr. Melendez
May 30 NC3 Round Up - Mr. Askey and Mr. Griffith to attend
June 17–21 Summer Camp
June 24 – 28 SkillsUSA National Competition
July 16, 17 Summer Bridge Program

EAST WILLIAMSON COUNTY HIGHER EDUCATION CENTERS

• Fall and summer registrations are underway, and students are meeting with their Enrollment Coordinators to plan schedules. Enrollment and recruitment staff continue to work with our local high schools by having on-site “Temple Tuesday” visits to assist graduating seniors seeking college admission for fall 2024.
• Temple College will be the presenting speaker of this month’s Taylor Chamber Luncheon on May 20th. This month, we will be hosting the luncheon in the Legacy Early College High School cafeteria with opening remarks from Dr. Ponce and the Taylor Superintendent Dr. Garcia-Edwardsen. The luncheon will include a tour of the Taylor Center facility to highlight our academic and workforce programs currently available in Taylor as well as a preview of programs on the horizon for that area. Along with their desserts, guests will receive a coffee mug branded with “Temple College + Taylor = Opportunities” to represent our partnerships in the community.
• Temple College will also be the focus presentation of the May 9th, Hutto Power Breakfast held at the EWCHEC-Hutto Center and open to the public. This monthly breakfast allows for brief updates from all the city, government, education, and primary community resources in Hutto followed by a key note presenter. This month, Dr.
Ponce will provide an update for Temple College in the East Williamson County area and introduce our upcoming Hutto master plan process.

- Temple College- Hutto Center will once again host the Hutto ISD STEM Nation event on May 16th. The evening event highlights science, technology, robotics, and engineering projects from every grade level across the Hutto school district. Bringing in about 1,000 visitors, students display and discuss their projects for family and friends to view. District awards are announced at the conclusion of the event. Temple College will have an interactive recruitment booth at the event including VR headsets for students to play and the Mobile Go Center.

- EWCHEC Student & Community Events this month:
  - May 1 – Hutto ISD Teacher Career Fair, Hutto Center
  - May 3 – Hutto Fire Department Trainings, Hutto Center
  - May 8 – Hutto HS Robotics Banquet, Hutto Center
  - May 8 – Hutto Chamber of Commerce Luncheon, Hutto Center
  - May 9 – Hutto Power Breakfast, Hutto Center
  - May 11 – STEAM Saturday, Taylor Center
  - May 14 – Hutto HS Baseball Banquet, Hutto Center
  - May 14 – Planetarium event for TC Adopt-a-Schools, Taylor FBC
  - May 16 – STEM Nation, Hutto Center
  - May 18 – STEAM Saturday, Hutto Center
  - May 20 – Taylor Chamber Luncheon, Taylor Center
  - May 21 – TBI Hutto - New Parent Orientation, Hutto Center
  - May 29 – LEAD Hutto Graduation, Hutto Center

STUDENT SERVICES AND ENROLLMENT MANAGEMENT

Division Updates

- On April 9th through April 10th Ms. Shannon Bralley, Associate Vice President of Student Services and Enrollment Management attended the Texas Community College Leadership Academy Learning Session in Round Rock, Texas as part of the first Leadership Academy Cohort.
- On April 10th through April 12th Ms. Bralley attended the Texas Pathways Institute where she served as Lead for the Temple College Pathways team.
- Ms. Bralley participated in an Information Technology Advisory Board Meeting Monday, April 29th.
- Wednesday, April 17th Spring Fling took place on the Temple College main campus. Student organizations held fundraisers, Student Life provided free snacks and games, and many students and employees took part in this fun campus event.
On April 19, 2024 Ms. Alexz Martinez, Ms. Rebecca Ormsbee, Ms. Becky Martinez, Ms. Monique Gibson, Ms. April Jones, Ms. Misty Reid, and Ms. Christal Fiedler joined a group of Temple College representatives in attendance at the Trellis Foundation Summit, which discussed the importance of supporting students’ mental health and wellness as key components to their academic success.
• Ms. Bralley and Ms. Bachman attended the Silver Eagle Boy Scout Luncheon Tuesday, April 23rd.

• The Student Services and Enrollment Management Division held a ‘Bread and Oil’ fundraiser to benefit the Student Emergency fund, raising $465 on behalf of the Student Emergency Fund.

Cross-Campus Collaboration
• Ms. Bralley helped coordinate the highly successful University Transfer Fair Monday, April 2nd, with the Marketing and Outreach and the HSI/STEM team.

– Ms. Bralley spoke at both sessions of the President’s Coffee Chats to share a Texas Pathways Institute presentation about Temple College’s Caring Campus efforts and the innovative ways Temple College faculty and staff are improving the student’s experience on campus.

• The Student Services and Enrollment Management Division supported Open House Thursday, April 27th to serve prospective and enrolling students. All departments were present, with students able to apply for admission or financial aid, submit enrollment documents, speak with an advisor, speak with the student accommodation coordinator, learn more about using VA benefits, schedule testing, register for classes, and learn more about academic support services. Students received exceptional customer service and were productive in moving through the enrollment process.
• Ms. Christal Fiedler, Records Technician, volunteered to lead a tour group Friday April 26th from Manor Middle School.

• Ms. Bralley and Ms. Misty Reid, Student Accommodations Coordinator spoke to a group of visiting students from TAMRA Learning Academy about the Temple College enrollment process, student supports, and the student learning accommodations processes.

Caring Campus
• While representing Temple College at the Texas Pathways Talent Strong Institute, Ms. Bralley presented on the Caring Campus and Front Door Experience that Temple College offers to students, and the resulting positive implications for Temple College students and the community.

• Ms. Bachman, Ms. Rebecca Ormsbee, and Ms. Becky Martinez recognized Henry Morin, Enrollment Coordinator in Hutto with the Fun Fairies on April 15, bringing him congratulations and gifts.

Departmental Updates

Admissions and Records
• Kristi Staebler was nominated as Admissions and Records Employee of the Month by her colleagues in April at the monthly Admissions team meeting.

• Ms. Bachman and Ms. Bland completed 31 grade changes this month.

• Ms. Staebler has completed all back-logged transcript equating.

• Ms. Bland, Ms. Ortega, Ms. Bachman have been attending virtual meetings for the Apply Texas website changes. New programs have been added to the Apply Texas and Recruit applications.
• Ms. Bland completed adding all new fall 2024 courses and programs into Colleague.
• Ms. Bachman attended the Texas Pathways conference April 10-12.
• Admissions and Records staff helped at the Temple College Open House event on April 25.
• Ms. Bland and Ms. Bachman regularly attend weekly CRM meetings to ensure application processes are running smoothly.
• Ms. Bachman is now assigning new faculty on CRM-Advise access for retention alerts.

Graduation – April 2024
• Ms. Bachman and Ms. Robinson completed staff assignments for commencement.
• The final graduate list was sent to Marketing for the commencement program.
• Ms. Robinson met via Zoom with the Graduation Coordinator, Amelia Smith, from TAMUCT to discuss some logistics from the commencement ceremony.
• Fall graduation applications have opened online for students since fall registration has begun.
• April 23, 2024 a graduation meeting was held to discuss duties to staff and new processional path. April 24, 2024 a Zoom meeting was held for staff unable to attend the in-person meeting.
• Ms. Robinson is collaborating with Advising to complete final course substitutions for graduate’s degree plans.
• Admissions & Records has coordinated with students who need accommodations for the commencement ceremony.
• Ms. Robinson continues to process summer graduation letters to students.
• Ms. Bachman is updating the graduation orientation video which will be sent to students in May.

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 drops as well as summer and fall registration.
• On April 2, 2024, Ms. Freeman welcomed students at the University Transfer Fair on campus.
• Ms. Bachman and Ms. Freeman served on the hiring panel for a new office manager for the Advising Center and selected a candidate who is set to begin on May 6, 2024.
• On April 23, 2024, Ms. Freeman, Ms. Rodriguez, Mr. Webb, and Ms. Martinez attended the first Graduation Ceremony meeting of the year, which entailed duties for Commencement.
• On April 25, 2024, Ms. Rodriguez, Mr. Webb, and Ms. Martinez joined the campus in welcoming students at the Open House, while also registering students who were ready to enroll in classes.

Financial Aid
• Ms. Mary Daniel, Director of Financial Aid, reports for 2023-2024, 2089 learners at Temple College received Pell grants for a total disbursed amount of $8,101,596.64; 1206 learners received Direct Loans for a total disbursed amount of $7,521,316.00.
• For the 23-24 school year 7980 learners have listed Temple College on their Free Application for Federal Student Aid (FASFA).
• The Department of Education has started to release the 2024-2025 FAFSA. We are currently in the testing phase to make sure all the changes are current in Colleague. We plan to start bringing them in live in May.

Student Retention
• Ms. Becky Martinez, Success Coach is in the process of revising communications for Probation and Suspension students to be more student friendly and restorative in nature, encouraging students to get back on track with their program and to improve their academic standing.
• Ms. Rebecca Ormsbee has developed a new process for specific cohorts of students and the departments that serve these students. Dual Credit, Athletes, and HSI/STEM will receive the alerts directly for their students and be able to utilize Advise for communicating with and documenting interactions with student resulting from these alerts. Ms. Ormsbee will coordinate training for each area to help them understand the technology and develop best practices for respond to alerts.
• Ms. Martinez and Ms. Ormsbee have collaborated with other departments across the division to develop a better understanding of how each department’s work functions and to build strong relationships with faculty and staff from other areas.

Student Accommodations/International Advising/Foster Care Liaison
• On April 9th- Ms. Reid attended a WEAVE training session for Temple College.
• On April 16th -Ms. Reid attended a webinar with area with the Association on Higher Education and Disability for discussion for assisting students with disabilities on campus. We discussed types of documentation needed and ways to set up accommodations for the student.
• On April 22nd Ms. Reid met with SEVIS and ICE area representative to discuss current F1 visa students we have on Temple College campus and regulations and documentation needed for each international student.
• Ms. Reid currently has 150 accommodation students and is currently accepting applications for accommodation students for summer and fall 24” semesters. Ms. Reid is currently accepting Title IX pregnancy accommodation applications for students for the spring and summer semesters.
• Ms. Reid is currently 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
Student life scheduled events for May 2024:
  May 1-2 Graduation Cap Decoration Week
  May 2- LULAC Bi-Monthly Meeting
  May 6-10- Finals week- provide snacks around campus for study groups
  May 11- Temple College Commencement

Testing Center
Ms. Monique Gibson presents a comprehensive report on the successful management of the Spring 2024 testing periods at the Temple College Testing Centers. Throughout the 16-week and 2<sup>nd</sup> 8-week exam periods, the centers efficiently handled walk-ins and appointment requests. Temple Testing continues to proctor CASA exams for Adult Education and Literacy programs. Additionally, the testing center is actively preparing for finals for Spring 2024. Testing has seen an increase in proctoring services for Temple College class exams, Pearson professional certifications, and exams from external institutions at both Temple and Hutto locations. As the Spring 2024 deadlines approach, students are actively testing for program entry, particularly through HESI (nursing and sonography) and TEAS examinations at Temple and Hutto Testing Centers. Moreover, the Temple and Hutto Testing Centers have consistently observed a high number of student testers taking the Texas Success Initiative exam (TSIA2) for Spring 2024.

Upon leaving and accepting another position, testing has collaborated with Stephen Phelps to temporarily oversee the administration of TCOLE testing for several counties until his position is filled.

Temple College proctored TSI exams for 27 Holland High School students at the Temple Testing Center.

Ms. Gibson participated in interviews on the Advisory Committee for the Advising Department as well as worked with Marketing to update Testing Center brochures.

**Tutoring Services**

Mr. Mike Hein, Coordinator, reports the Math Lab (ML) and Writing Center (WC) has seen significant utilization of tutoring sessions by students from March 29, 2024 to April 26, 2024.

Outreach/collaboration and internal marketing has included the following:

- continuing to work closely with HSI L.E.A.D.S. and their tutors
- tabling at the Hutto campus
- collaborating with the library’s hiring committee
- participation in TC’s Open House

Thanks to the continued engagement and input of our tutors, the ML team launched a monthly update to professors on student visits to the ML. Feedback has been positive so far.

A survey is being created and a QR code will be posted on the inside of our main entrance’s/exit’s door to encourage students to review our services.

Mr. Hein continues to work on committees/work groups to ensure the ML is in alignment with TC’s vision and goals. Meetings continue to be frequent.

Work continues on a project to expand resources for scholarship writing which will be posted on the WC’s webpages.

Thanks to the input of team members, revisions to our training program continue. We expect turnover of at least two consultants over the next month and hope to pilot our new training with incoming staff.

**Veterans Affairs**
• Mr. French and Ms. McCauley have entered 110 amendments/enrollments/terminations in the Enrollment Manager system for the April 2024 period.
• Students have begun their registrations for the summer 2024 and fall 2024 semester.
• Mr. French and Ms. McCauley have received final approval from the Texas Veterans Commission on newly added degree plans. These new degrees have been added into the VA WEAMS system and the VA officials can now certify students for those new degrees. Ms. McCauley has begun the process of the TVC application for the 2024-2025 catalog.
• Mr. French and Ms. McCauley were recently contacted by an official representing the SVA (Student Veterans of America) about the potential for reviving the SVA chapter that was previously here at Temple College. The desire to revive it has been relayed to the representative in the hopes that Temple College VA can get it up and going.

WORKFORCE AND CONTINUING EDUCATION

Open Enrollment Career and Workforce Programs:
• Registration is ongoing for the following summer courses: Non-Certified Technician, Certified Nurse Aide, Patient Care Technician, Sterile Processing, Medical Coding.

Upcoming Community Programs:
• **Summer Camp Registration Open**
  o 40 + Camps for K-12 students
    Across Hutto, Taylor, Temple, and Rockdale
    Science, Technology, Engineering, Arts, & Math focused
• **Scholarships Available**
  o Summer camp scholarships are available for all campus locations.
  o Scholarships will be awarded based on financial need, special circumstances, and availability. All students are encouraged to apply!
• **Summer Feeding Program**
  In partnership with Temple Independent School District, anyone 18 and under is eligible to receive free breakfast and lunch on the Temple College campus this summer. Meals will be served in the Arnold Student Union, Monday – Friday, beginning June 30 – August 2.
  Breakfast: 7:30 am – 8:30 am
  Lunch: 11:30 am – 12:30 pm

Dual Enrollment Partnerships:
• The Workforce and Continuing Education Division is offering a series of Texas Success Initiative Assessment (TSIA) Boot Camps to support local school districts with ensuring students meet eligibility requirements for dual credit courses. Belton ISD, Temple ISD, and Hutto ISD have reserved camp seats for their respective students.

Recruitment Events:
• The Temple College Workforce Development Division hosted National Career and Technical Education (CTE) Signing Day. National Signing Day honors students who are making a commitment to pursue a technical career. The significance of National Signing Day for Career and Technical Education (CTE) is to elevate technical
education and recognize it as a choice that leads individuals to a gratifying and well-paying career.

- **70+ students attended the event and signed, acknowledging their commitment to Temple College and Career and Technical Education.**

New Program Spotlight:
- **Workforce and Continuing Education has been approved through the Texas Medical Board to offer a Non-certified Technician (NCT) program. The program was developed to meet request from local industry partners.**

Contract Training:
- **Provided Leadership Training for employees at Charlotte Pipe in Cameron, TX**
- **Provided Project Management (SCRUM) training for Teachers and Administrators at Belton New Tech High School**

Community Outreach:
Over 100 individuals attended the NASA Speaking Event held at the Temple College Pavilion on April 10. The audience included students bussed from local school districts, community members, students, teachers, faculty, and staff. The event was successful, and similar events will be planned in the future.

Upcoming Training:
- **Belton Economic Development Corporation (BEDC) Leadership Training**
  - Working with the BEDC to provide Microsoft Excel training for representatives from businesses in Belton. BEDC is covering a portion of the cost of training for each participant. This is the second course of several training opportunities planned for businesses in Belton through a partnership with BEDC.
- **Staff Professional Development**
  - WCE delivered the third course of a three-course leadership series. Temple College supervisors attended Addressing Poor Performance. This course builds leaders' skills in handling chronic performance problems. They learn how to document and present a solid case for needed improvement and use effective interaction skills. Leaders identify the steps to take after the performance problem discussion to provide ongoing feedback and support, and determine if it is necessary to impose formal consequences.
### Statistics

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AGENDA ITEM 9-B

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

Recommendation: No Action Required

Three Board of Trustee positions were up for election in May 2024.

Four incumbent candidates re-elected to the
Board are:
John R. Bailey-Place 1-Term will expire
2030
Dr. Alejandro "Alex" Arroliga-Place 2-Term
will expire 2030
Dr. Hope Koch-Place 3-Term will expire
2030
Dr. John D. "Jack" Myers-Place 5-Term will
expire 2030

There were 4 candidates who filed for election at the May 4, 2024 General Election. The
3 newly-elected members will take the Oath of Office at the meeting. The Oath of Office
will be administered by Judy Dohnalik as a Notary Public, State of Texas, County of Bell.
ITEM 9-C

Consideration of Election of Officers for the Board of Trustees

Recommendation: Approval

The Nominating Committee will present recommendations for Temple College Board of Trustees Officers for consideration of approval.