



## REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Monday, June 16, 2025 – 6:00 PM

### AGENDA

Notice is hereby given that a Regular Board Meeting of the Board of Trustees of Temple College will be held on Monday, June 16, 2025, 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 PM, 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 Board of Trustees Meeting, May 19, 2025 3
  - B. Consideration of Approval of the Appointment of Full-Time Professional Staff 9
  - C. Consideration of Approval of the Appointment of Adjunct Faculty 10
  - D. Consideration of Approval of Monthly Investment Report-Public Funds Investment Disclosure Report-April 2025 11
  - E. Consideration of Approval of Budget Summary Report-April 2025-Current Fiscal vs Prior Year 12
  - F. Review and Re-Adoption of Temple College's Investment Policy 13
    1. Memo-Review and Re-adoption of Temple College's Investment Policy
    2. Investment Policy CAK (Local)-6-16-2025
    3. Investment Policy CAK (legal)-6-16-2025
    4. Investment Policy Resolution
5. Consideration of Approval of Disbursements for May 2025

6. <u>Outstanding Community Spotlight</u>	
Recognition of Jon and Katie Burrows	
7. President's Report	
8. Reports	
A. Faculty Council Report	36
B. Provost-Academic Affairs and Student Services Report	38
C. Finance Report	
9. New Business	
A. Consideration and Possible Action on Passing a Resolution to Designate Officer to Calculate the No-New-Revenue Tax Rate and the Voter-Approval Tax Rates for Tax Year 2025	44
B. Consider Ratifying a Purchase Issued to Perry through the Omnia Cooperative Contract #R191804 & R240117	46
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.



**MINUTES**  
**REGULAR BOARD MEETING**  
**OF THE BOARD OF TRUSTEES**  
**Monday, May 19, 2025 - 6:00 PM**

A Regular Board Meeting of the Board of Trustees of Temple College was held Monday, May 19, 2025 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**

Lydia Santibañez-Farrell, Chairman; Larry Wilkerson, Vice Chair; Harry Adams, Secretary; John Bailey; Dr. Jack Myers

**ADMINISTRATION**

Dr. Christy Ponce, President; Judy Dohnalik, Assistant to the President and Board of Trustees; Dr. Susan Guzmán-Treviño, Provost-Academic Affairs and Student Services; Dr. Robbin Ray, Associate Vice President and Chief of Operations, East Williamson County Centers; Dr. Gisela Figueroa, Associate Vice President-Finance

**OTHERS PRESENT**

Dr. Sara Baker; Zechariah Baker, Owner, The Belton Theater; Dusty Brinley, Business Manager, Symmetry Sports Construction; P. J. Carmichael, Guest; Rhein Carmichael; Tracey Cooper; Jeff Fritz; Caleb Hogue; Laura Hutchens; Dr. Chris Krejci; Monica Lefner; Jason Locklin; Craig McMurtry; Derek Mudd; Dana Riegel; James Skinner; John Stevens; Grayson White, Temple College Legacy Early College High School; Amanda, Will, and Jack White, Guests and parents and sibling of Grayson White; Dr. John White

1. Call to Order

Lydia Santibañez-Farrell, Chairman, called the Board of Trustees meeting to order at 6:00 PM.

2. Invocation and Pledge of Allegiance

Harry Adams offered the Invocation.

Dr. Jack Myers recited the Pledge of Allegiance.

3. Opportunity for Citizens to Address the Board

A. Chairman Santibañez-Farrell asked if there were any citizens wishing to speak before the Board. There were no citizens to address the Board.

4. Consideration of Approval of Consent Agenda

Chairman Santibañez-Farrell asked if there were any items that the members wanted to remove from the Consent Agenda. She stated that if there were no objections, these items would be considered. After pausing for any objections, she stated that since there were no objections, these items were ready for consideration.

**On a motion by John Bailey, seconded by Dr. Jack Myers, and without negative vote, the Board approved the Consent Agenda as presented.**

A. Consideration of Approval of Minutes from the Regular Meeting on April 21, 2025

B. Consideration of the Appointment of Full-Time Professional Staff

The following individuals were recommended by the appropriate departmental and divisional supervisors, and by the President for appointment as members of the Full-Time Professional Staff.

★ **Reyes, Lorenzo** – Vice President, Finance – Resource Development and External Relations

★ **Zapata, Carol** – Director of Admissions and Records, Registrar

★ **Wenske, Audrey** – Cashier

★ **Dubuisson, Alyssabeth** – Evening Testing Coordinator

C. Consideration of the 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.

• **Stewart, Eldred** – Adjunct Professor, EMS (Embedded), Health Professions Division

D. Consideration of Approval of an Amendment to the President's Contract

The Board conducted the President's Annual Evaluation on May 13, 2025. The proposed amendment extends the President's contract by one year to August 31, 2026 and provides the same percentage increase received by all employees for FY2026.

E. Consideration of Approval of the Monthly Investment Report-Public Funds Investment Disclosure Report-March 2025

F. Consideration of Approval of Budget Summary Report-March 2025-Current Fiscal Year vs Prior Fiscal Year

G. Consideration of Approval of the 2025-2026 Student Handbook

5. Consideration of Approval of Disbursements for April 2025

**On a motion by John Bailey, seconded by Harry Adams, and without negative vote, the Board approved the Disbursements as presented.**

6. Student, Faculty, and Employee Spotlights

Student Spotlight:

The following Film Festival students were acknowledged:

- Cody Polasek, Legacy Early College High School
- Anthony Rodriguez, Temple
- Mikayla Salazar, Lake Belton High School
- Grayson White, Legacy Early College High School

Outstanding Faculty Spotlights:

Dr. Sara Harris Baker was recognized for her leadership and many accomplishments in the Fine Arts Division and for Temple College.

Community Spotlight:

Zechariah Baker, community member and owner of the Beltonian Theater, was spotlighted for his tremendous support to our Fine Arts Division and Temple College.

7. President's Report

Dr. Ponce noted that May was a month of celebrations.

- An open house was held on the Main Campus on April 24 in the evening. The event was well attended in spite of the sudden downpour during the day. Advising and registration also took place.
- The Kentucky Derby fund raiser was successfully held May 3, 2025 at the Mayborn Center.
- May graduation included over 930 graduates.
- As part of the "SkillsUSA" program, a tour for Kennedy-Powell Elementary School students was held on May 1, 2025, at Temple College's Visual Arts and Workforce building. The tour and competition included students in the Kennedy-Powell Elementary School Robotics Club.
- An athletic update included 16 athletes appointed to the All-Academic Team.
- Dr. Ponce toured the Time Manufacturing Center and mentioned its significance in manufacturing in the workforce.

8. Reports

A. Faculty Council Report

Faculty accomplishments reviewed included:

- Faculty Council held the final Zoom Catch-Up Meeting of the Spring semester April 25.
- Faculty Book Club: Faculty Council partnered with the Center for Teaching and Learning to co-sponsor a Faculty Book Club centered on *Small Teaching*, by James M. Lang, facilitated by Dr. Reid Echols (English). The book club met three times throughout the Spring semester. A total of 20 faculty members participated in the book club.
- Committee Updates
  - Elections Committee (Erica Perrine, Chair): Elections for the 2025-2026 academic year close May 13, 2025.

- Barnhart Award Selection Committee (Erica Perrine, Chair)  
The Barnhart Award Selection Committee has solicited nominations for the 2025-2026 award. Nominees have been notified and have until Aug. 15, to accept the nomination and submit supporting documents.
- Faculty Service and Achievements  
Faculty have closed out the Spring 2025 semester and are getting ready for Summer 2025 classes.
- Brice Olivier accepted the Claudia and W.T. Barnhart Outstanding Faculty award, which includes a plaque and check for \$2,500, during the annual Spring graduation ceremony.

The detailed report was included in the Board materials.

B. Provost-Academic Affairs and Student Services Reports  
Film Festival students highlighted were:

- Cody Polasek, Legacy Early College High School
- Anthony Rodriguez, Temple
- Mikayla Salazar, Lake Belton High School
- Grayson White, Legacy Early College High School

Outstanding Faculty Spotlights

Dr. Sara Harris Baker was recognized for her leadership and many accomplishments in the Fine Arts Division and for Temple College. She has accepted a new position at another college.

Community Spotlight:

Zechariah Baker, owner of The Beltonian Theater, has provided tremendous support to our Fine Arts Division and Temple College.

- A report on Health Professions Outcomes was presented by Jeff Fritz and Tracey Cooper. Statistics on Pass Rates, Retention Rates, and Job Placement Rates were reviewed.

The detailed Provost-Academic Affairs and Student Services Report was included in the Board materials.

9. New Business

A. Consideration of Approval of Purchase Issued to Howard Technology Solutions for Classroom Technology through the TIPS Cooperative

The Board was asked to approve a purchase issued to Howard Technology Solutions for Classroom Technology through the TIPS Cooperative. As part of the new building projects, the Information Technology Services Department is tasked with installing all classroom and office technologies. This purchase helps to provide the Owner-Furnished, Owner-Installed (OFOI) technologies for the Temple Main building project.

This purchase includes:

- Classroom Interactive Displays
- Digital Signage Displays
- Cameras for HyFlex Learning
- Document Cameras for displaying printed work

Howard Technology Solutions was chosen because of its previous experience with the college and its vendor partnerships to provide the best prices and services. The Board of Trustees was asked to approve purchases to Howard Technology Solutions in the amount of \$94,352.00. The contract is offered through the TIPS Cooperative, contract 230105. This cooperative meets the College's requirements for competitive solicitations found in Texas Education Code 44. The Board of Trustees is also asked to give authority to the Director of Purchasing 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 Dr. Jack Myers, seconded by John Bailey, and without negative vote, the Board approved a Purchase Issued to Howard Technology Solutions for Classroom Technology through the TIPS Cooperative**

- B. Consider Approving a Purchase to Symmetry Sports Construction Through the TIPS Cooperative Contract #24010401  
The Board was asked to approve a purchase from Symmetry Construction through the TIPS Cooperative Contract #24010401. Each of the playing fields has major drainage issues that don't allow playing on the fields at times, which leads to the rescheduling of games and missed opportunities to showcase the College's athletic programs by being able to host conference tournaments, camps, and other recruiting-type events. Temple College staff members reviewed several options to address ongoing issues with our baseball and softball playing fields. Since the inception of the baseball and softball fields in 1999, other than routine maintenance, the college has not invested in field improvements. Since the inception of the baseball and softball fields in 1999, other than routine maintenance, the college has not invested in field improvements. To consider some options to remedy the playing surface issues, our staff members received quotes for turnkey field renovation services, including installing artificial turf fields. The College's Board Building Committee met in May to discuss some of the playing surface issues and was presented with the field renovation option from Symmetry Sports Construction to consider. Purchases made from Symmetry Sports Construction through the TIPS Cooperative satisfy the required bidding laws found within Texas Education Code 44.031. Funding for the baseball and softball field turf projects is available in Fund 62. Based on the information provided, the Board of Trustees was asked to approve the purchase for our field turfing projects from Symmetry Sports Construction in the amount of \$2,684,735 with a \$315,265 contingency through the TIPS Cooperative Contract #24010401. The Board of Trustees was also asked to authorize the Vice President of Administration or designee to approve any change orders up to the amount allowed by the Texas Education Code 44.0411.

**On a motion by Harry Adams, seconded by John Bailey, and without negative vote, the Board approved a Purchase to Symmetry Sports Construction Through the TIPS Cooperative Contract #24010401.**

10. Miscellaneous

Chairman Santibañez-Farrell announced there were no miscellaneous items for discussion.

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

Chairman Santibañez-Farrell 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 John Bailey, and seconded by Larry Wilkerson at 7:07 p.m.

**NEXT BOARD OF TRUSTEES MEETING:**

A Regular Meeting of the Temple College Board of Trustees will be held Monday, June 16, 2025 at 6:00p.m., in the Louise L. Cox Board Room, located in Room 916 in the Marc Nigliazzo Administration Building on the Main Campus.

Minutes recorded, transcribed & submitted by:

*Judith Dohnalik*

**Judith Dohnalik, Assistant to the Board of Trustees**

**Minutes Approved as Submitted: \_\_\_\_\_**  
**Date**

## ITEM 4-B

### Consideration of Approval of Appointment of Full-Time Professional Staff

Staff Recommendation: Approval

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

- ★ **De La Garza, Maria** –ERP Colleague Programmer/Analyst– Mrs. De La Garza earned her Associate in Applied Science degree from University of Texas at Brownsville. She has over 20 years of experience in software development and system analysis.
- ★ **Martinez-Ray, Makayla** –Staff Accountant – Mrs. Martinez-Ray earned her Bachelor's in Business Administration-Accounting degree from Texas A&M University-Central Texas. She has three years of experience in accounting.
- ★ **Hubbard, Shari** –Financial Aid Analyst - Mrs. Hubbard earned her Bachelor's in Business Administration degree from Franklin University. She has 10 years of experience in record and asset management.
- ★ **Del Real, Ruby** –Dual Credit and Early College Enrollment Advisor- Mrs. Del Real earned her Master of Arts degree from Sam Houston State University. She has eight years of experience in education.

## ITEM 4-C

### Consideration of Approval of Appointment of Adjunct Faculty

Staff Recommendation: Approval

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

★ **Valle Cruz, Stephanie**– Adjunct, Dance – Ms. Valle Cruz earned her Master’s in Fine Arts from Sam Houston State University. She has over 10 years’ experience in dance and education.

Item 4-D

**TEMPLE COLLEGE**  
**BOARD OF TRUSTEES MONTHLY INVESTMENT REPORT**  
**PUBLIC FUNDS INVESTMENT DISCLOSURE REPORT**  
**April 2025**

	<b>Interest Rate</b>	<b>Book/Market Value 3/31/2025</b>	<b>Receipts</b>	<b>Interest Earnings</b>	<b>Distributions</b>	<b>Book/Market Value 4/30/2025</b>	<b>Operating Funds</b>	<b>Restricted Funds</b>
<b><u>Cash and Cash Equivalents</u></b>								
Alliance Bank - Money Market	0.95%	\$241,559	\$0	\$189	\$0	\$241,748	\$241,748	\$0
Alliance Bank - Money Market	3.80%	\$5,536,749	\$0	\$17,320	\$0	\$5,554,069	\$5,554,069	\$0
Alliance Bank - Money Market	3.80%	\$2,214,700	\$0	\$6,928	\$0	\$2,221,627	\$0	\$2,221,627
PNC - Money Market	1.87%	\$20,031	\$0	\$30	\$31	\$20,030	\$20,030	\$0
PNC - Operating Account	0.00%	\$2,850,026	\$7,076,867	\$0	\$6,296,026	\$3,630,867	\$84,656	\$3,546,211
PNC - Student Refund Account	0.00%	\$203,368	\$2,104,562	\$0	\$1,988,768	\$319,162	\$319,162	\$0
PNC - Federal Funds Account	0.00%	\$231,837	\$3,192,546	\$0	\$3,174,383	\$250,000	\$0	\$250,000
PNC - Payroll Account	0.00%	\$500	\$2,575,070	\$0	\$2,575,070	\$500	\$500	\$0
PNC - Plant Account	0.00%	\$745,140	\$16,062,886	\$0	\$14,003,598	\$2,804,428	\$2,804,428	\$0
Petty Cash	0.00%	\$3,324	\$0	\$0	\$0	\$3,324	\$3,324	\$0
<b>Subtotal Cash and Cash Equivalents</b>		<b>\$12,047,234</b>	<b>\$31,011,931</b>	<b>\$24,466</b>	<b>\$28,037,877</b>	<b>\$15,045,754</b>	<b>\$9,027,917</b>	<b>\$6,017,838</b>
<b><u>Cash in Investment Pools</u></b>								
TexasClass (MBIA) - Bond Reserves	4.44%	\$7,969,668	\$78,961	\$29,329	\$0	\$8,077,958	\$0	\$8,077,958
TexasClass (MBIA) - Building Improvement Funds	4.44%	\$8,877,091	\$0	\$32,424	\$0	\$8,909,516	\$8,909,516	\$0
TexasClass (MBIA) - Operating Account	4.44%	\$21,445,454	\$276,998	\$77,955	\$3,078,961	\$18,721,446	\$18,721,446	\$0
TexasClass (MBIA) - Board of Trustees Fund	4.44%	\$138,713	\$0	\$508	\$0	\$139,220	\$139,220	\$0
Texas Class Hutto BCMT Reserves	4.44%	\$1,032,683	\$0	\$3,772	\$0	\$1,036,454	\$1,036,454	\$0
Texpool - Building Improvement Funds	4.26%	\$1,172	\$0	\$4	\$0	\$1,176	\$1,176	\$0
Texpool - Operating Account	4.26%	\$1,184	\$0	\$4	\$0	\$1,188	\$1,188	\$0
<b>Subtotal Cash in Investment Pools</b>		<b>\$39,465,965</b>	<b>\$355,958</b>	<b>\$143,996</b>	<b>\$3,078,961</b>	<b>\$36,886,959</b>	<b>\$28,809,002</b>	<b>\$8,077,958</b>
<b><u>Cash Invested in State and Local Government Series Securities</u></b>								
Federal Reserve - Demand Deposit SLGS (none)	3.31%	\$49,406,895	\$0	\$122,864	\$5,400,000	\$44,129,759	\$44,129,759	\$0
<b>Subtotal Operating Funds Invested in Securities</b>		<b>\$49,406,895</b>	<b>\$0</b>	<b>\$122,864</b>	<b>\$5,400,000</b>	<b>\$44,129,759</b>	<b>\$44,129,759</b>	<b>\$0</b>
<b>Total Cash, Cash Equivalents and Investments</b>		<b>\$100,920,094</b>	<b>\$31,367,890</b>	<b>\$291,327</b>	<b>\$36,516,838</b>	<b>\$96,062,473</b>	<b>\$81,966,678</b>	<b>\$14,095,795</b>

Signed:

*Mark Ballard*

Director of Accounting Services

## BUDGET SUMMARY REPORT - APRIL 2025

	CURRENT FISCAL YEAR			PRIOR FISCAL YEAR		
	FY25 Budget	Actual 4/30/25	% Actual to Budget	FY24 Budget	Actual 4/30/24	% Actual to Budget
<b>REVENUES</b>						
<b>Educational &amp; General</b>						
State Funds						
State Appropriations	12,999,672	9,628,429	74%	10,635,185	7,989,549	75%
State Grants & Contracts	1,197,786	1,036,478	87%	1,326,192	301,364	23%
Federal Funds						
Federal Grants	1,948,951	762,127	39%	2,235,611	1,169,654	52%
Title IV Grants	8,828,000	10,584,864	120%	8,828,000	8,367,905	95%
Local Funds						
Private Grants, Gifts, & Contracts	4,300,310	3,363,677	78%	4,168,763	4,263,415	102%
Tuition	11,680,725	11,020,364	94%	13,255,506	12,491,290	94%
Fees	6,167,692	5,741,720	93%	4,517,164	4,522,553	100%
Exemptions, Waivers, & Discounts	(1,318,080)	(1,562,111)	119%	(2,122,070)	(2,250,428)	106%
Taxes	18,122,101	17,751,534	98%	16,731,212	16,566,021	99%
Other Local Funds	1,538,032	1,194,348	78%	1,426,832	1,241,703	87%
<b>Total Educational &amp; General</b>	<b>65,465,189</b>	<b>59,521,430</b>	<b>91%</b>	<b>61,002,395</b>	<b>54,663,026</b>	<b>90%</b>
<b>Transfers from OA to Other Funds</b>						
Use Fees	(1,067,429)	(466,738)	44%	(1,201,200)	0	0%
Taxes	(5,724,347)	(6,502,012)	114%	(5,758,697)	(5,658,752)	98%
Parking, Energy Conservation, HVAC	(791,560)	0	0%	(2,738,695)	(1,970,000)	72%
Other	261,872	0	0%	0	0	0%
Transfer - TIF Remittance	0	0	0%	0	0	0%
<b>Total Transfers from OA to Other Funds</b>	<b>(7,321,464)</b>	<b>(6,968,750)</b>	<b>95%</b>	<b>(9,698,592)</b>	<b>(7,628,752)</b>	<b>79%</b>
<b>Auxiliary Enterprises</b>	<b>8,000</b>	<b>6,772</b>	<b>85%</b>	<b>8,000</b>	<b>6,272</b>	<b>78%</b>
<b>TOTAL REVENUES</b>	<b>58,151,725</b>	<b>52,559,452</b>	<b>90%</b>	<b>51,311,803</b>	<b>47,040,546</b>	<b>92%</b>
<b>EXPENDITURES</b>						
<b>Educational &amp; General</b>						
Instruction	18,820,808	11,251,235	60%	17,138,801	10,756,419	63%
Public Service	1,228,084	763,396	62%	1,028,393	1,083,551	105%
Academic Support	4,120,823	3,483,816	85%	3,817,623	2,305,958	60%
Student Services	4,953,115	2,951,642	60%	4,830,116	2,788,193	58%
Institutional Support	11,900,459	6,718,939	56%	10,471,181	6,572,539	63%
Physical Plant	5,126,131	3,482,159	68%	3,864,950	2,227,508	58%
<b>Total Educational &amp; General</b>	<b>46,149,420</b>	<b>28,651,187</b>	<b>62%</b>	<b>41,151,064</b>	<b>25,734,168</b>	<b>63%</b>
<b>Student Aid</b>	<b>10,683,971</b>	<b>12,140,363</b>	<b>114%</b>	<b>10,680,069</b>	<b>9,543,581</b>	<b>89%</b>
<b>Auxiliary Enterprises</b>	<b>1,208,334</b>	<b>855,876</b>	<b>71%</b>	<b>1,032,371</b>	<b>742,464</b>	<b>72%</b>
<b>Contingency for Unexpected Expenditures</b>	<b>110,000</b>	<b>0</b>	<b>0%</b>	<b>118,299</b>	<b>0</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>58,151,725</b>	<b>41,647,426</b>	<b>72%</b>	<b>52,981,803</b>	<b>36,020,213</b>	<b>68%</b>
<b>NET DIFFERENCE</b>	<b>0</b>	<b>10,912,026</b>		<b>(1,670,000)</b>	<b>11,020,333</b>	



MEMORANDUM  
Office of the Vice President for Administrative Services

To: Board of Trustees and Dr. Ponce

From: Gisela Figueroa

Date: June 16, 2025

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.

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTSCAK  
(LOCAL)

- 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.
  3. Fully collateralized repurchase agreements permitted by Government Code 2256.011.
  4. A securities lending program as permitted by Government Code 2256.0115.
  5. Banker's acceptances as permitted by Government Code 2256.012.
  6. Commercial paper as permitted by Government Code 2256.013.
  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.
  9. Public funds investment pools as permitted by Government Code 2256.016.
  10. Cash management and fixed income funds as permitted by Government Code 2256.020.

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LOCAL)

11. Negotiable certificates of deposit as permitted by Government Code 2256.020.
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.

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LOCAL)

<b>Monitoring Rating Changes</b>	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.
<b>Funds / Strategies</b>	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.
<b>Safekeeping and Custody</b>	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.
<b>Sellers of Investments</b>	<p>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.</p> <p>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).</p>

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LOCAL)

**Soliciting Bids for  
CDs**

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.

**Interest Rate Risk**

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.

**Internal Controls**

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.
4. Clear delegation of authority.
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.

**Annual Review**

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.

**Annual Audit**

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.

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LEGAL)

**Public Funds  
Investment Act**

A college district must comply with the Public Funds Investment Act, Government Code Chapter 2256.

**Investment  
Compliance**

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. *Gov't Code 2256.026*

**Written Policies**

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:

1. A list of the types of authorized investments in which the investing entity's funds may be invested;
2. The maximum allowable stated maturity of any individual investment owned by the entity;
3. For pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date of the portfolio;
4. Methods to monitor the market price of investments acquired with public funds;
5. A requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis; and
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].

*Gov't Code 2256.005(a)–(b)*

**Annual Review**

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. *Education Code 51.0032; Gov't Code 2256.005(e)*

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LEGAL)

Investment  
Strategies

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)*

Investment Officer

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)*

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LEGAL)

**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;

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LEGAL)

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-

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LEGAL)

vestment policy and relevant provisions of Government Code Chapter 2256.

If the entity invests in other than money market mutual funds, investment 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 review 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 committee, shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions 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 policies approved by the governing body and according to the standard of care set out in this policy. The governing body of an investing entity may specify in its investment policy that any investment authorized by Government Code Chapter 2256 is not suitable. Investments 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 investment 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, ordinance, or resolution.

*Gov't Code 2256.003(a)–(b), .005(j)*

Obligations

Except as provided below, the following are authorized investments under the Public Funds Investment Act:

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LEGAL)

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;

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LEGAL)

- 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)*

Certificates of  
Deposit and Share  
Certificates

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.

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LEGAL)

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*

Securities Lending  
Program

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*

Banker's  
Acceptance

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;

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LEGAL)

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

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LEGAL)

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*

Guaranteed  
Investment  
Contracts

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

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LEGAL)

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*

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LEGAL)

Authorized  
Investments  
Specific to  
Institutions of  
Higher Education

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*

Change in Law

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*

Loss of Required  
Rating

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*

**Investment of Bond  
Proceeds and  
Pledged Revenue**

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 agree-

ment of a local government; or certificates of participation in a debt or obligation.

*Gov't Code 2256.0208*

**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).

*Education Code 45.112*

**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.

\_\_\_\_\_  
Lydia Santibanez-Farrell, Chairman

ATTEST:

\_\_\_\_\_  
Judy Dohnalik, Assistant to the President  
& Board of Trustees



**Faculty Council Vision for 2024–2025:**  
Building Community, Supporting Each Other

## Faculty Council Report to the Temple College Board of Trustees June 16, 2025

### I. News

- Faculty Council officers are discussing the possible impact of SB 37 on Faculty Council and Watching for additional guidance from THECB that may be forthcoming.
- The Faculty Council President will attend a webinar hosted by Texas State University, Friday, Jun 13, to learn more about the bill.

### II. Committee Updates

- Barnhart Award Selection Committee (**Erica Perrine**, Chair)
  - The Barnhart Award Selection Committee has solicited nominations for the 2025-2026 award. Nominees have been notified and have until Aug. 15, to accept the nomination and submit supporting documents.
- Elections Committee (**Erica Perrine**, Chair): Elections for the 2025-2026 academic year closed May 13, 2025. There are still a few vacancies that need to be filled prior to the fall. Committee chairs will also be appointed prior to the fall. The following results were announced via email June 6<sup>th</sup>:

Office or Committee	New Members
President	Christopher Krejci, English and Foreign Languages
Vice President	Sandra Melendez, Engineering Technology
Secretary/Treasurer	Lisa Keil, Business Management
Barnhart Award Selection Committee	Geoffrey Lewis, History and Patrick Finnegan, Business Management
Elections Committee Candidates	Raymond Stockstad, English and Foreign Languages and Rebecca Sader, English and Foreign Languages
Faculty Advancement Committee Candidates	Geoffrey Lewis, History; Kim George, English and Foreign Languages; Kerry Bekkedahl, Social Sciences II; Erica Perrine, Nursing
Faculty Development Leave Grant Committee Candidates	Kerry Bekkedahl, Economics; Jennifer Douglass, Business Management; Cynthia Maldonado-Pobocek, Dental Hygiene; Erin Tilton, Physical Sciences
Faculty Orientation Group Committee Candidates	Kimberley Clawson, Biology; Geoffrey Lewis, History; Lily Penfold, Communication; <b>1 Vacancy</b>

Satellite and ISD Campuses Committee Candidates	Brice Olivier, History; Reid Echols, English; Michell McCullough, Psychology; Molly Peterson, Physical Science; Geoffrey Lewis, History; Kim Clawson Biology
Social Committee	Isaac Masoner, Business Management; Melissa Michalewicz, Nursing; Janelle Gill, Nursing; Jessica Just, Art; Yvette Davis, AEL; Sara Holton, Nursing; <b>3 Vacancies</b>
Ways and Means Committee	Raymond Stockstad, English and Foreign Languages; Audra Xinakis, Nursing; Yvette Davis, AEL, Rosemary Berumen, Nursing
Professional Consultation Committee	<b>Vacancy for 1 Tenured Faculty</b>
Ad Hoc Faculty Concerns Committee Candidates	Erin Tilton, Physical Sciences; James Knabe, English; Lily Penfold, Communication; Rebecca Sader, English
Temple College Grievance Committee Candidates	Raymond Stockstad, English; Angela Gutierrez, Nursing; Erica Perrine, Nursing
Temple College Athletic Committee Candidates	Kim Sebek, Kinesiology; Daniel Brown, Social Sciences II; Melissa Machalek, Dental Hygiene
Temple College Safety and Security Committee Candidates	Nancy Eaton, Nursing
Temple College Employee Benefits Committee Candidates	Austin Johnson, Social Sciences II; <b>1 Vacancy</b>
Temple College Policy Review Committee Candidates	Erica Perrine, Nursing; <b>1 Vacancy</b>
Temple College Curriculum Committee Candidates	Jean Montgomery, Nursing; Geoffrey Lewis, Social Sciences I
Temple College IT Advisory Board Candidates	Reid Echols, English; Kimberley Clawson, Biology; Erin Tilton, Chemistry; Molly Peterson, Physical Sciences; Lance English, Chemistry



# MEMORANDUM

## Provost, Academic Affairs and Student Services

**To:** Dr. Christina Ponce  
**From:** Dr. Susan Guzmán-Treviño  
**Subject:** June 2025 Academic Affairs and Student Services Report

**COMMUNITY SPOTLIGHT:** Jon and Katie Burrows will be recognized for their dedication and incredible service to Temple College.

### **eLEARNING, EDUCATION TECHNOLOGIES and ONLINE SERVICES**

eLearning Operations

#### Texas Statewide Course Sharing Exchange

- Christa is working on tasks with Parchment for the Home Institution model setup to fulfill needs for our students:
  - PHYS-2425 University Physics as required for Engineering Technology, Associate of Science
  - MATH 1350 Mathematics for Teachers I and MATH 1351 Mathematics for Teachers II as required for Teaching transfer degrees

#### English New Faculty Deep Dive Session

- Christa participated in the session hosted by Kimberly George, English department chair.
- In late May, Christa received a request from Kim to build 10 D2L English Master Shells, build manual user profiles, enroll one faculty to each shell, and import development course shell information into each shell for faculty to use in developing their courses.

Vendor Management

#### Honorlock Proctoring Solution

- Honorlock usage data as of May 31:

Usage	June	July	Aug	Sept	Oct	Nov	Dec	Jan*	Feb	Mar**	Apr	May***
Courses	25	27	12	35	50	44	41	11	38	11	36	48
Unique Exams	45	50	13	60	81	71	63	17	56	13	56	65

## Item 8-B

Students	293	320	64	470	547	376	225	63	415	96	378	421
Exams Taken	415	547	65	678	733	571	609	93	503	90	484	511

\* Semester started on 1/13

\*\* 2nd 8-week term started on 3/17

\*\*\* Spring semester ended 5/11; Summer semester starts 5/27

### Tutor.com

- Usage data for May 31:

Current Number of Semester Sessions	18
Active Students	6
Average Session Length (minutes)	33.95
Student Rating	5.00/5.00
Recommended Rate	100

### YuJa Panorama

- New Department of Justice requirements for accessibility mandate we address and implement solutions and best practices.
- YuJa Panorama Accessibility Tool is under review for purchase as part of Course Quality initiative.
  - Offers document remediation modules streamlining workflows and ensuring compliance without leaving the D2L platform.
  - Automatically improves the accessibility of digital media and course content and brings artificial intelligence and machine learning capabilities into the digital accessibility.
  - Pricing is approximately \$20K per year.

### Committees

#### AI Task Force

- Final draft of AI policy returned from Policy Review Committee (PRC) to add more robust definition of AI or examples. PRC requested it not go out for 30-day review until after August so faculty who are off-contract have opportunities to review.
- Draft shared with peers at McLennan Community College as we continue partnering with them on future Leopards Learn conference sessions.

### Center for Teaching & Learning

- Summer conference held on May 13
  - Accessibility 101 - presented by John Ghazzagh, Instructional Design and Innovation Coordinator, McLennan Community College (MCC)
  - Debunking the Complexity of Perplexity AI
  - Course Redesign ENGL 1302

## Item 8-B

- Aligning for Success
- Resources for Specific Accommodations
- Beyond HB 2504L Student-Centered Syllabus Design
- Fall Leopard Learn Conference planning is underway for faculty return in August

### Course Quality Champions/Course Redesign Committee

- Accessibility best practices checklist has been drafted and reviewed by team.
- Becky Musil will develop and distribute accessibility Public Service Announcements throughout the summer months.
- We will request a dedicated accessibility session at the chair/dean leadership retreat in August. Following this, we will make our two-page accessibility checklist available for distribution at department meetings.
- We will take a strategic approach to filling Joshua Wilson's position by reviewing previous qualified applicants and soliciting nominations from our current champions. Our goal is to ensure balanced representation perspectives from all divisions.
- Beginning June 4th, we will meet bi-weekly on Wednesdays.

## **STUDENT SERVICES AND ENROLLMENT MANAGEMENT**

### Division Highlights

- The Barron Student Success Center (BSSC) has officially closed for demolition, prompting the relocation of both the Testing Center and Tutoring Services to temporary locations.
- Weekly leadership meetings have been instrumental in aligning policy and practice, enhancing communication, and reinforcing a high standard of customer service.
- On May 12, several team members participated in a Zoom session with Blinn College and the University of Mary Hardin-Baylor to explore opportunities for joint admission programs.
- Ms. Bralley represented Temple College at the Workforce Development Dinner on May 20 and gave a keynote address on "Faith and Education" at Rockdale United Methodist Church on May 21.
- On May 22, Ms. Bralley hosted Brazosport College's HR and Facilities teams, offering a detailed overview of Temple College's Enrollment Redesign and a guided tour of the New Main Building.

### Departmental Updates

#### Admissions and Records

The department has made notable progress in process optimization and fraud prevention:

## Item 8-B

- Ms. Carol Zapata continues training under Ms. Natalie Bland. Together, they attended multiple meetings in May, including a SAFE software demo (May 12) and a Parchment test run for electronic transcripts (May 9).
- The team supported graduation operations on May 9 and handled 881 transcript requests during the month.
- Fraud mitigation efforts included the closure of 18 fraudulent student records and the processing of over 2,200 testing and course equivalencies.

### Graduation – May 2025

- Ms. Kaci Robinson led planning efforts for the May Commencement Ceremony. Preparations began with a walkthrough at the Cadence Bank Center on May 2, and logistics—including equipment and floral arrangements—were finalized by May 8.
- Following the ceremony, a debrief meeting was held to assess strengths and areas for improvement.
- Final graduate records were processed and diplomas were issued to 508 students for Spring 2025 term.

### Enrollment Advising

- Advisors continue serving students through walk-ins and appointments, actively supporting their 300+ student caseloads each.
- The team has attended Financial Aid events at Temple High School and provided admissions and transcript support for AEL learners.
- Early intervention meetings have begun with students on probation or suspension.
- Weekly training sessions for Enrollment Advisors continue to enhance service delivery.

### Financial Aid

- Director Mary Daniel reported disbursement of over \$10.2 million in Pell Grants to 2,423 students and nearly \$7.9 million in Direct Loans to 1,222 students for 2024–2025.
- A total of 8,300 learners have listed Temple College on their 2024–2025 FAFSA, and 4,673 have already listed it for 2025–2026.
- Sheila McMillan and Enrollment Advisors engaged with 220 students at Temple High School in May.

### Student Life

- Under Ms. Marcia Temple's leadership, the Arnold Student Union continues to grow as a vibrant campus hub.
- On May 5, the college hosted a well-attended Cinco de Mayo celebration, promoting cultural appreciation.
- Phi Theta Kappa continues to thrive, with strong attendance and active planning for service and scholarship initiatives.

### Student Accommodations

- Ms. Reid participated in multiple leadership meetings and professional development events regarding accommodation software, including demos for Orchestrated AMS and AIM.

## Item 8-B

- She delivered a faculty workshop on accommodations and continues processing summer/fall requests for disability, Title IX, and F1 international students. Currently, 26 F1 visa students are enrolled, with 10 more expected for Fall 2025.
- Summer accommodation letters were sent to instructors in mid-May.

### Testing Center

- Ms. Monique Gibson reports high testing volumes at both ends of the semester, with increased demand for TSIA2, TEAS, Pearson VUE, and TCOLE exams.
- The department successfully transitioned from BSSC to the Academic Center's 3rd floor by May 19 and remains fully operational.
- The Testing Center supported numerous programs, including the Temple Fire Academy and Surgical Technology, and participated in multiple college events and professional conferences.
- They continue to offer remote TSIA2 testing to serve students beyond the region and abroad.

### Tutoring Services

- Tutoring Services transitioned to the library, coordinating closely with campus partners to prepare for the Main Building move. The team acknowledges the outstanding support of Brian Kemp and the library staff.
- Two new tutors, Cyril Kuhns and Abbie Jeffries, joined the team on June 3 to support students across campuses.

### Veterans Affairs

- Ms. Flores represented Temple College at the Veterans Assistance Day hosted by Horny Toad Harley-Davidson on May 17, with future participation planned.
- Military-affiliated enrollment continues to reflect robust engagement, with high participation across multiple GI Bill chapters and military tuition programs.

### Conclusion

May 2025 was a dynamic and productive month across Student Services and Enrollment Management. From the successful relocation of critical services due to the BSSC closure to the orchestration of graduation and expanded partnerships in enrollment and community outreach, the division demonstrated its adaptability, teamwork, and commitment to excellence. We continue to focus on strategic alignment, student engagement, and service enhancements as we prepare for the upcoming academic terms. The division remains energized and mission-driven, ensuring students are supported and empowered at every stage of their Temple College journey.

## **East Williamson County Higher Education Centers**

Student enrollment services and assisting students with the completion of registration continues to be the primary function for Hutto and Taylor staff in June. Several kids/youth camps and short-term classes organized by WCE are being held at the Centers this summer bringing lots of visitors to campuses throughout the upcoming months.

EWCHEC Area Student & Community Events this month:

May 27 – First day of summer classes

## Item 8-B

June 2-30 – TBI Summer Math Camp, Hutto Center

June 2 – ESL Courses begin, Taylor Center

June 11 – Hutto Chamber Luncheon, Hutto Center

June 12 – Hutto Power Breakfast, Hutto Center

June 16 – ESD Strategic Planning Community Session, Hutto Center

June 16-27 – TBI Chemistry Camp, Hutto Center

June 23 – Taylor Chamber Luncheon, Taylor

## **LIBERAL ARTS**

- With dual-credit enrollment continuing to rise, our English and Foreign Languages Department will separate. Our longtime Spanish professor, Aurora Wold-Krogmann, will be chair of the new Foreign Languages department.



MEMORANDUM  
Office of the Vice President for Administrative Services

To: Board of Trustees and Dr. Ponce

From: Gisela Figueroa

Date: June 16, 2025

Re: Consideration and possible action on passing a resolution to designate officer to calculate the No-New-Revenue Tax Rate and the Voter-Approval Tax Rate tax rates for Tax Year 2025.

Staff Recommendation: Approval

The Texas Property Tax Reform and Transparency Act of 2019 (Senate Bill 2), enacted by the 86th Texas Legislature, introduced several requirements to enhance transparency and accountability in the property tax process. Among these is the mandate that the governing body of a taxing unit formally designate an officer or employee to calculate the No-New-Revenue Tax Rate and the Voter-Approval Tax Rate each year.

The No-New-Revenue Tax Rate (formerly known as the effective tax rate) enables the taxing unit to raise the same amount of property tax revenue as the previous year, excluding new property added to the tax roll. The Voter-Approval Tax Rate (formerly the rollback rate) is the maximum rate a taxing unit may adopt without triggering an automatic election.

Staff recommends that the Board designate Gisela Figueroa as the official responsible for calculating the No-New-Revenue and Voter-Approval Tax Rates for the upcoming fiscal year, in accordance with the Texas Property Tax Reform and Transparency Act of 2019.



**RESOLUTION**

**A RESOLUTION TO DESIGNATE OFFICER TO CALCULATE NO-NEW-REVENUE TAX RATE AND THE VOTER-APPROVAL TAX RATE FOR THE TAX YEAR 2025.**

**WHEREAS**, Senate Bill 2, also known as the Texas Property Tax Reform and Transparency Act of 2019, was enacted by the 86th Texas Legislature to improve transparency and taxpayer understanding of the property tax process; and

**WHEREAS**, Section 26.04(c) of the Texas Tax Code, as amended by the Act, requires the governing body of each taxing unit to designate an officer or employee to calculate the No-New-Revenue Tax Rate and the Voter-Approval Tax Rate; and

**WHEREAS**, accurate and timely calculation of these rates is essential for compliance with state law and for ensuring that the public is informed about the potential impact of proposed property tax rates.

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

In accordance with Section 26.04 of the Texas Tax Code, hereby designates Gisela Figueroa as the officer responsible for calculating the No-New-Revenue Tax Rate and the Voter-Approval Tax Rate for the Tax Year 2025.

**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.

\_\_\_\_\_  
Lydia Santibanez-Farrell, Chairman

ATTEST:

\_\_\_\_\_  
Judy Dohnalik, Assistant to the President  
& Board of Trustees

Item 9-B



MEMORANDUM  
Office of the Vice President for Administrative Services

To: Dr. Ponce and the Board of Trustees

From: Gisela Figueroa

Date: June 11, 2025

Re: Consider ratifying a purchase issued to Perry through the Omnia Cooperative Contract #R191804 & R240117

Staff Recommendation: Approval

The Board is asked to ratify a purchase issued to Perry through the Omnia Cooperative Contract #R191804 & R240117



Contract Ratification

Description: Consider ratifying a purchase issued to Perry through the Omnia Cooperative Contract #R191804 & R240117

Recommendation: The Board is asked to ratify a purchase issued to Perry through the Omnia Cooperative Contract #R191804 & R240117

The original Architect and Engineering (A&E) proposal for the new buildings included a cost for a furniture consultant. Purchasing recommended a cost-saving method for our furniture needs by recommending that we remove the consultant from the A/E proposal and consider utilizing a local furniture consultant from Perry (formerly known as Perry Office Plus).

Perry has completed many successful furniture projects throughout the local community for many years. Their client list includes higher education institutions, cities, counties, independent school districts, healthcare systems, and numerous other businesses.

The College contacted Perry to discuss our furniture needs for the Temple College Main Building. After a few vision sessions, their consultant built an initial furniture proposal for the College to consider. After the College reviewed their proposal, a purchase order was issued in May to ensure the furniture items arrived in time for staging and installation before the new facility's initial opening. Additional vision sessions are still needed, and further orders will need to be placed as the building comes online.

Purchases made from Perry through the Omnia Cooperative comply with the required bidding laws outlined in Texas Education Code 44.031.

Funding for the Temple College Main Building furniture is available in Fund 62, Bond Projects. Based on the information provided, the Board of Trustees is now asked to ratify the purchase of furniture for the Temple College Main Building from Perry in the amount up to \$2,700,000 through the Omnia Cooperative Contract #R191804 & R240117. The Board of Trustees is also asked to authorize the Vice President of Administration or designee to approve any change orders up to the amount allowed by the Texas Education Code 44.0411.

Funds Available:

- Budgeted
- Fund Balance
- Other: Fund 62 (Bond Projects)

Item 9-B



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Approved:

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Gisela Figueroa  
Vice President for Administrative Services

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Date

**Item 9-B**



2600 South First Street  
 Temple, Texas 76504-7499

TEL: 254-298-8609  
 FAX: 254-298-8222

**PURCHASE ORDER**

This is a tax exempt institution

PO. No: **B0005187**

Date: **05/20/25**

**IMPORTANT! The Purchase Order Number  
 Must Appear on ALL Invoices and Packing Lists.**

Mail Statements and Invoices in duplicate  
 to the attention of the Purchasing Office

To: Perry  
 P O Box 1200  
 Temple TX 76503

**TERMS: NET 30 DAYS**

QUANTITY	UNIT	ITEM	DESCRIPTION	UNIT PRICE	AMOUNT
			Main Building Furniture  Temple College is Sales Tax Exempt  Pricing per Omnia Contract# R240117  Quote:Classroom Quote All Levels.sp4  Please contact Elvis Bromley to schedule delivery.  Email: jessica.speer@perryop.com		467,934.60
				<b>TOTAL</b>	<b>467,934.60</b>

SHIP TO: Temple College/ Elvis Br  
 Main Building  
 2600 S. 1st St. Bldg#38  
 Temple TX 76504-7499

Approved By:

49

Brian Supak, Purchasing Director or  
 Gisela Figueroa, AVP Finance

**THIS ORDER NOT VALID UNTL APPROVED BY PURCHASING OFFICE**

Item 9-B



**OMNIA Contract# R240117**  
 The Hon Company c/o Perry Office Plus

**WWW.PERRYOP.COM**  
 1401 N. 3rd Street  
 Temple, TX 76503  
 Office 254-778-4755  
 Fax 254-778-3535

**Please allow 4-6 weeks for delivery.**  
**Quote is valid for 30 days.**

**Address Purchase Order To:**  
**Perry Office Plus**  
**1401 N Third St**  
**Temple, TX 76501**

Prepared For

Prepared By

Jessica Speer  
 Furniture Consultant  
 (254)778-4755  
 jessica.speer@perryop.com

Date: 5/15/2025  
 eral Classroom QUOTE All Levels.sp4

Line #	Notes	Qty	Mfg	Part No.	Part Description	List	% Discount	Sell	Ext Sell
1	<b>CLASSROOM</b>	380	HON	HMVR-2460G-FX	Motivate Table Rect 24Dx60W 2mm Edge Fixed	\$ 1,211.00	68.00	\$ 387.52	\$147,257.60
				.N	Base No Grommets				
				\$(L1STD)	Grd L1 Standard Laminates				
				.LAHD	Handspun Dove				
				.K	Platinum				
				.C	Caster				
				\$(P1)	P1 Paint Opts				
				.P	Black				
2	<b>CLASSROOM</b>	20	HON	HMVR-2460G-AH	Motivate Table Rect 24Dx60W 2mm Edge Adj	\$ 1,584.00	68.00	\$ 506.88	\$10,137.60
				.N	Ht Base No Grommets				
				\$(L1STD)	Grd L1 Standard Laminates				
				.LAHD	Handspun Dove				
				.K	Platinum				
				.C	Caster				
				\$(P1)	P1 Paint Opts				
				.P	Black				
3	<b>CLASSROOM</b>	400	HON	HMTUMOD50	Universal Mod Panel for 60" Motivate tables	\$ 341.00	68.00	\$ 109.12	\$43,648.00
				\$(P2)	P2 Paint Opts				
				.T1	Platinum Metallic				
4	<b>CLASSROOM</b>	834	HON	HNR6	HON Nucleus Recharged Guest Chair	\$ 709.00	66.50	\$ 237.52	\$198,091.68
				.N	No Arm				
				.S	All-Surface Caster				
				.IC	4-Way Charcoal				
				\$(3)	Grade 3 Uph				
				.GTWY	Getaway				
				15	Brig				
				.T	Black				
				.P71	Black				
5	<b>TESTING</b>	15	HON	HMVR-2460G-FX	Motivate Table Rect 24Dx60W 2mm Edge Fixed	\$ 1,257.00	68.00	\$ 402.24	\$6,033.60
				.G1	Base 4x8 Electrical Port				
				\$(L15TD)	Grd L1 Standard Laminates				
				.LAHD	Handspun Dove				
				.K	Platinum				
				.C	Caster				
				\$(P1)	P1 Paint Opts				
				.P	Black				
6	<b>TESTING</b>	15	HON	HMAGANG	Interlink IQ Elect Ganging Hardware	\$ 145.00	68.00	\$ 46.40	\$696.00
7	<b>TESTING</b>	4	HON	HQB	Interlink IQ Power Base In-Feed	\$ 697.00	68.00	\$ 223.04	\$892.16

**Item 9-B**

Line #	Notes	Qty	Mfg	Part No.	Part Description	List	% Discount	Sell	Ext Sell
8	TESTING	15	HON	HJTRGH36	36" Cable Management Tray - Black Only	\$ 121.00	68.00	\$ 38.72	\$580.80
				.P	Black				
9	TESTING	15	HON	HQH5-P-3P1B	MhoB G1 Pop-up Port for IQ 3 AC/1 Blank	\$ 502.00	68.00	\$ 160.64	\$2,409.60
				.SVR	Silver				
10	TESTING	15	HON	HQJ3	Interlink IQ Power Jumper 3ft	\$ 146.00	68.00	\$ 46.72	\$700.80
11	TESTING	17	HON	HMTUMOD50	Universal Mod Panel for 60" Motivate tables	\$ 341.00	68.00	\$ 109.12	\$1,855.04
				\$(P2)	P2 Paint Opts				
				.T1	Platinum Metallic				
12	TESTING	2	HON	HMVR-2460G-FX	Motivate Table Rect 24Dx60W 2mm Edge Fixed	\$ 1,211.00	68.00	\$ 387.52	\$775.04
				.N	Base No Grommets				
				\$(L1STD)	Grd L1 Standard Laminates				
				.LAHD	Handspun Dove				
				.K	Platinum				
				.C	Caster				
				\$(P1)	P1 Paint Opts				
				.P	Black				
13	TESTING	2	HON	HWR2460PN	Systems Rectangular Wksfc Edgeband 24D x 60W N	\$ 652.00	75.00	\$ 163.00	\$326.00
				\$(L1STD)	Grd L1 Standard Laminates				
				.LAHD	Handspun Dove				
				.K	Platinum				
14	TESTING	2	HON	HHATB2S2LT	2 Stage 2 Leg Rectangle T Foot	\$ 1,090.00	68.00	\$ 348.80	\$697.60
				\$(P1)	P1 Paint Opts				
				.P71	Black				
				.X	Standard Glide				
				.UD	Basic Up/Down				
15		1		PERFREIGHT	SHIPPING	\$ 20,705.08	0.00	\$ 20,705.08	\$20,705.08
16		1		PERINSTALL	INSTALLATION	\$ 33,128.00	0.00	\$ 33,128.00	\$33,128.00
<b>Project Total:</b>									<b>\$467,934.60</b>

Line #	Notes	Qty	Mfg	Part No.	Part Description	List	% Discount	Sell	Ext Sell
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**FURNITURE QUOTE ACCEPTANCE FORM**  
**Terms and Conditions of Sale for Furniture Purchases**

**ORDER PLACEMENT INFORMATION**

Approval of Credit- All orders are subject to approval of Credit and, unless already on file, must be accompanied by a Perry Business Credit Application. A deposit may be required and if so, the order will be on hold until deposit is received.

Order Acceptance- Perry requires all orders to be in writing to assure completeness and to avoid errors and duplications. Delivery lead times are estimated from the date a valid order is submitted to Perry and all holds have been released, not from the date of this quotation.

Order Changes and Cancellations- Requests for changes or cancellations in orders previously received by Perry must be made within 24 hours of order submission. Changes must be in writing and are subject to additional charges if made after the first 24 hours. Changes, if approved, may alter delivery dates. **To avoid significant change order fees, Buyer is strongly encouraged to provide accurate delivery date and location at time of order and avoid making any changes after 24-hour order submission window. Any fees charged to Perry by the furniture manufacturer because of order changes will be the responsibility of the Buyer.**

Return Policy- Manufacturer Direct/Custom orders shall only be returnable if defective/damaged at time of delivery and installation. Perry, at its own discretion, may approve non-direct, non-custom product for return. Product approved for return will be subject to a restock fee. Design, assembly, installation, handling, and delivery charges are non-refundable.

**BILLING POLICIES**

Invoicing & Taxes- All invoices are due and payable no later than the 10th day of the month following the date of the invoice. Perry creates product invoices at the time of product delivery or 30 days after receipt of product in Perry warehouse, whichever comes first. Orders will be invoiced in the calendar year in which they shipped. Unless specified, the prices do not include any applicable taxes. The buyer agrees to pay or reimburse Perry for any such taxes Perry is required to pay. Any specified taxes are subject to change in accordance with the laws of the governing agency.

**SHIPPING, DELIVERY, INSTALLATION & ACCEPTANCE**

Delivery Dates- Perry shall exercise every possible means to ensure a timely arrival. However, Perry shall not be held liable for failure to meet requested delivery dates. Perry is not responsible for changes to manufacturer lead times or product shipment schedules.

Freight & Surcharges- Charges are estimates, actual freight charges may vary. Perry will make every effort to anticipate and acknowledge all freight charges at time of order. **Unexpected freight or product surcharges due to economic uncertainty will be the responsibility of the Buyer.**

Site Security, Loss, or Damage- Buyer is responsible for all worksite security. Once the product has been delivered to Buyer's location, Buyer is solely responsible for loss or damage to the product. Lost or damaged product shall be repaired or replaced at Perry's sole discretion.

Storage- Orders shipped to Perry may be stored for 30 days after shipment at no charge. After 30 days orders will be invoiced, and Buyer will be assessed a weekly storage charge of 1% of the total amount of the order until it is delivered.

Drop Ship Orders- Buyer must have safe and adequate storage space made available for drop ship orders. Unless otherwise agreed in writing, Buyer is responsible for receipt, delivery, installation, damage claims and all other service and freight issues associated with a drop ship order. Orders redirected to Perry warehouse will incur change order fees plus 1% storage fee beginning at time of delivery.

Delivery & Installation- The job site shall be clear and free of debris prior to delivery and installation. Adequate electrical current and lighting as well as areas for off-loading, staging, moving, and handling shall be provided by the Buyer. Buyer shall provide access to all facilities required for delivery, including but not limited to elevators and loading docks. Unless specified, Perry shall not handle any of Buyer's existing furniture or equipment. Under no circumstances shall Perry handle any of the following equipment: computers, printers, copiers, fax or postage machines, telephones, or any other data storage device. Perry, at its sole discretion, may provide services needed to move, rearrange, or reconfigure existing furniture. Buyer must request these services in advance. Perry standard labor charges will apply, according to the circumstances. Unless otherwise noted, delivery and installation shall be made Monday thru Friday 8:00 am to 5:00 pm. Perry, at its sole discretion, will determine the method and type of labor for all delivery and installation charges. Buyer shall be responsible for any required specialized methods of delivery or installation and/or specialized labor (electricians, data, phone, union labor, etc.). Delivery and installation charges are subject to state sales tax and are due and payable upon invoice. If any of the above conditions are not met, the delivery and installation charges are subject to change.

Force Majeure- Perry shall not be liable for any failure to perform if such failure results directly or indirectly from: its inability to obtain materials, parts or supplies at reasonable prices or through usual and regular sources or on a timely basis; interruption of transportation, government regulation, labor disputes, strikes, riots, insurrection, war, civil commotion, fire, flood, accident, storm, act of God, or any other circumstances beyond Perry control.

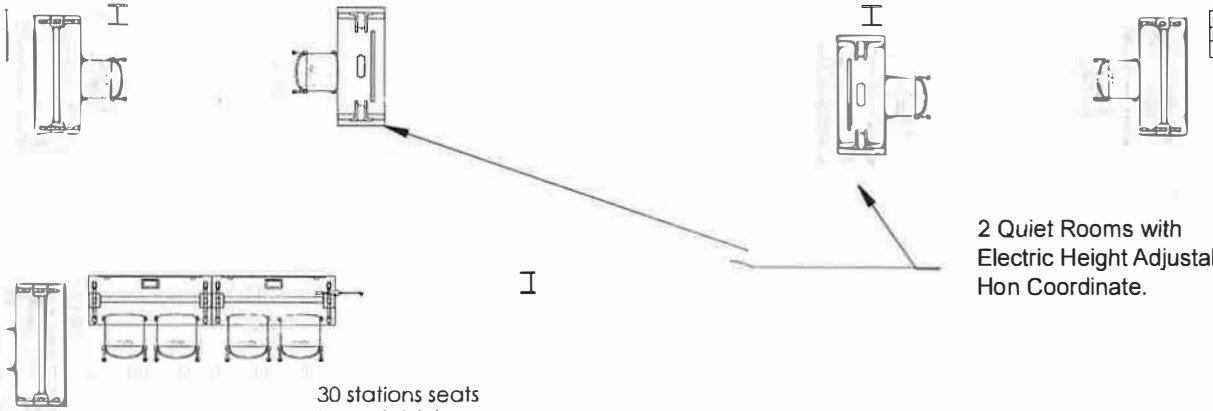
Acceptance- Immediately after delivery/ installation Perry and Buyer shall perform an inspection for conformity to the order and for defects or damages, and shall note, in writing, all mutually agreed upon items on a punch list. Upon completion of the inspection, Perry and Buyer shall sign a Service Report or packing slip, which shall constitute the Buyer's acceptance of the products as received and installed, subject only to the contents of the punch list.

**By returning this form you (Buyer) give your consent to place the furniture order according to the attached quote, and you (Buyer) accept the terms and conditions stated above.**

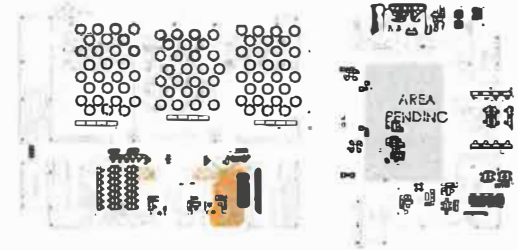
Quote Accepted By: Brian Supak Today's Date: 5-20-25  
 Delivery Point of Contact Name: Elvis Bromley POC Phone: (254) 298-8699  
 Delivery Address: 2600 S. 1st St. Bldg # 38 City/State/Zip: Temple, TX 76504  
 Requested Delivery Date: ASAP PO#: BO # B0005187

Smaller Testing Lab & Quiet Testing Rms

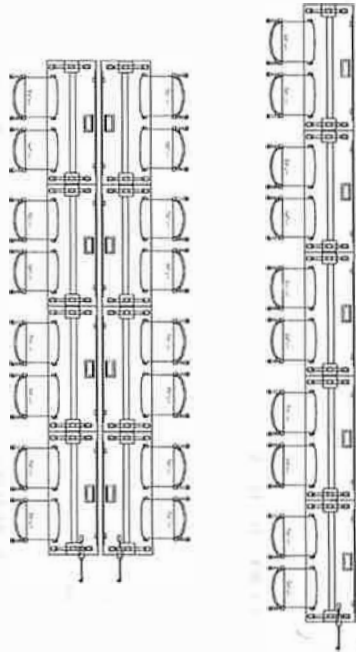
Item 9-B



2 Quiet Rooms with  
Electric Height Adjustable Table.  
Hon Coordinate.



30 stations seats  
(2 per table)  
no built in dividers



Small Testing room same style tables as classrooms, with power added.  
Each tables features power unit, wire trough, ganging hardware, power jumper,  
4 infeeds total.



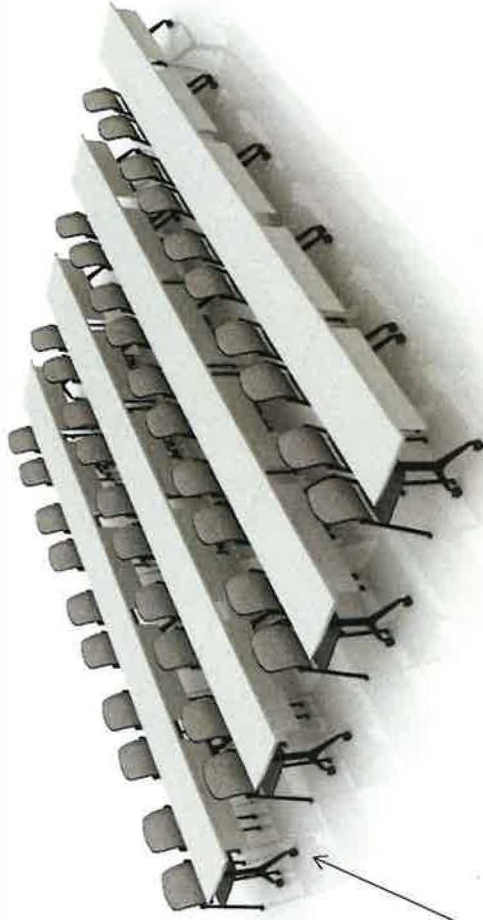
Power Harness - 5' with 4" x 8" Pop-Up Port (3 Power, 1 Blank)

APPROVAL SIGN & DATE:

TEMPLE COLLEGE MAIN  
LEVEL 2

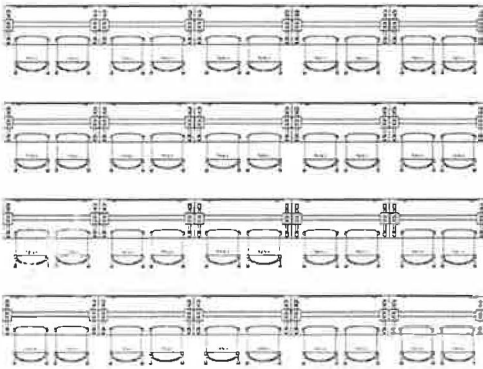
This proposal is provided for your review only. It is not a contract. It is subject to change without notice. Perry Contract Manager is not responsible for any errors or omissions in this proposal.

Prepared by: Jessica Speer  
Prepared for: DR PONCE  
Project: TC MAIN  
4/30/2025



1 Manual Height Adjustable Table per Classroom. Hon Motivate.

I I

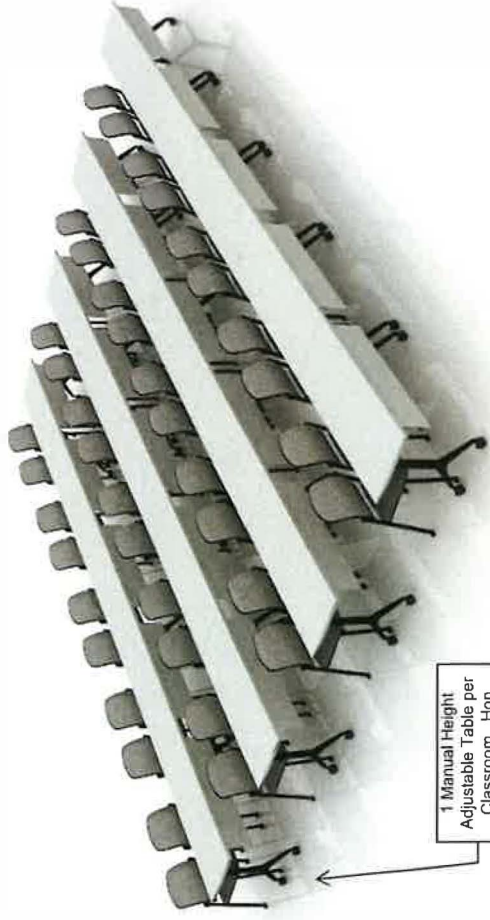


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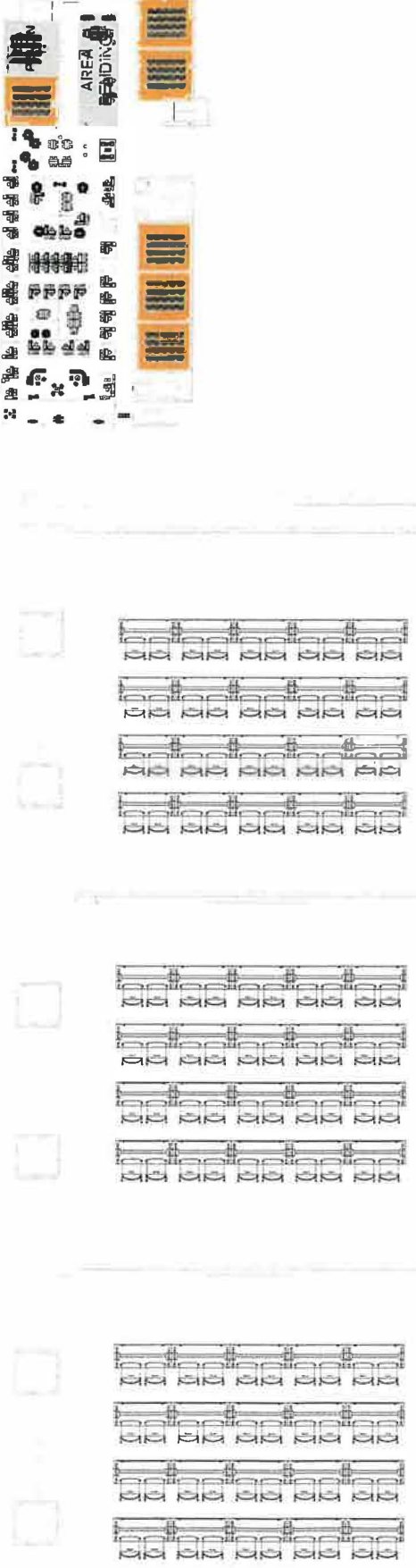
APPROVAL SIGN & DATE:

TEMPLE COLLEGE MAIN  
LEVEL 3

Prepared by: Jessica Speer  
Prepared for: DR PONCE  
Project: TC MAIN  
4/30/2025

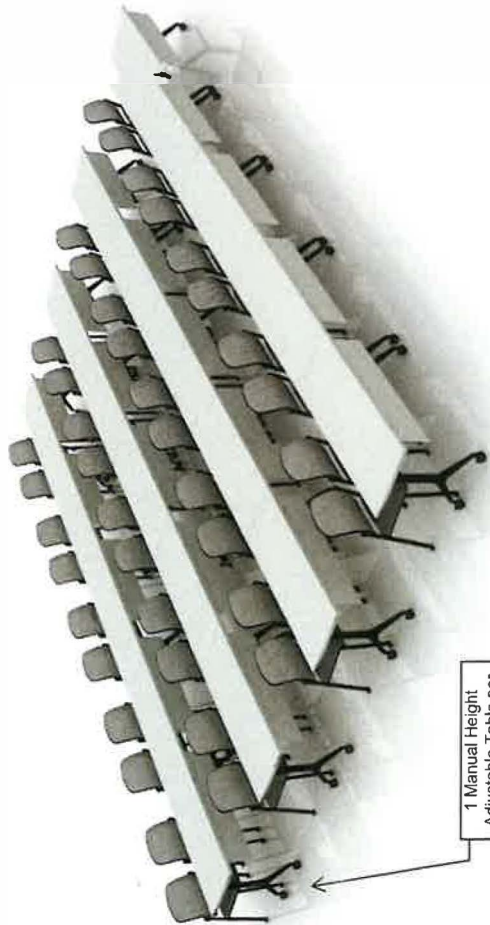


1 Manual Height Adjustable Table per Classroom. Hon Motivate.

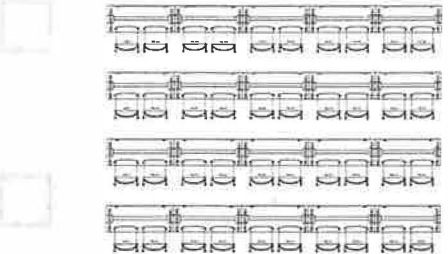
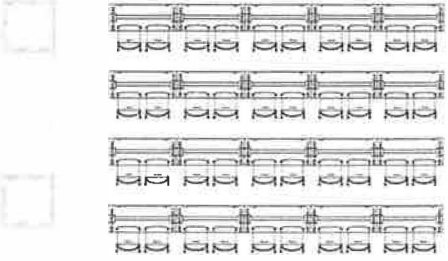
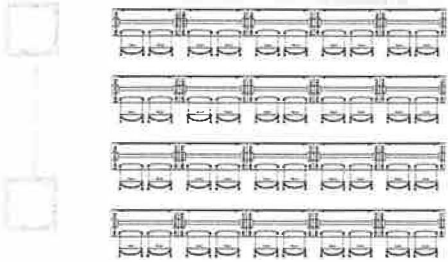


Classrooms

This document is prepared by Perry and is for informational purposes only. It is not intended to be used as a contract or any other legal document. Perry is not responsible for any errors or omissions in this document.



1 Manual Height Adjustable Table per Classroom. Hon Motivate.



Item 9-B

Temple College MAIN Order Summary

TC PO# B0005187

Section	\$ Total	Ship Date	Delivery Date	Notes
Classrooms	\$ 467,934.60	7/10/2025	7/14/2025	Ship set 16291852.1 Full truck worksurface, chairs - to site. Delivery date 7/14 8am
		7/14/2025	7/15/2025	Ship set 16291852.2 Full truck worksurface, chairs - to site. Delivery date 7/15 8am
		7/17/2025	7/18/2025	Ship set 16291852.3 Full truck chairs - to site. Delivery date 7/18 8am
		7/25/2025	7/28/2025	Ship set 16291852.4 Full truck chairs - to site. Delivery date 7/28 8am
		7/29/2025	7/30/2025	Ship set 16291852.5 Full truck chairs - to site. Delivery date 7/30 8am
Level 1 Offices/Conf/Workrm	\$ 77,276.48			Budget only, not ordered
Level 1 Large Meeting Rm (Ballroom)	\$ 126,704.07			Budget only, not ordered
Level 1 Enrollment Advisor Offices/Workstations	\$ 147,574.39			Budget only, not ordered
Level 1 Open Area	\$ 57,016.74			Budget only, not ordered
Level 1 Large Testing Room	\$ 79,377.22			Budget only, not ordered
Level 1 Breakroom	\$ 3,787.91			Budget only, not ordered
Level 2 Coffee Shop, Open Area, Booths	\$ 91,917.15			Budget only, not ordered
Level 3 Offices/Conf/Tutor/Univ	\$ 289,449.36			Budget only, not ordered
Level 3 Open Area	\$ 125,726.51			Budget only, not ordered
Level 3 Workstations	\$ 31,757.22			Budget only, not ordered
Level 3 A&P Lab	\$ 32,961.01			Budget only, not ordered
Level 3 outdoor patio	\$ 7,838.00			Budget only, not ordered
Level 4 Offices	\$ 94,142.64			Budget only, not ordered
Level 4 Exec Offices	\$ 48,980.38			Budget only, not ordered
Level 4 Presidents open area	\$ 25,690.54			Budget only, not ordered
Level 4 President's Conf rm	\$ 26,093.60			Budget only, not ordered
Level 4 cybersecurity lab & small lab	\$ 35,424.80			Budget only, not ordered
Level 4 board room & conf rm	\$ 55,367.96			Budget only, not ordered
Level 4 Flex space	\$ 125,726.51			Budget only, not ordered
Level 4 outdoor patio	\$ 7,838.00			Budget only, not ordered
All Levels Task Seating	\$ 53,783.00			Budget only, not ordered
Waste Receptacles Interior & Exterior Patios	\$ 4,000.00			Budget only, not ordered
Lecterns for Classrooms	\$ 57,684.00			Budget only, not ordered
<b>Total</b>	<b>\$ 2,074,052.09</b>			