



Date of Board Meeting: February 21, 2023

Subject: Create a New Career and Transfer Advising Center on Richmond Campus with Title V HSI Grant Funds

Recommendation: Approve Renovation to Create a Career and Transfer Advising Center

Background and Rationale: The Board of Trustees approved seeking the Title V HSI Grant in September 2020 for the purpose of increasing the completion, persistence, and transfer rates of students, particularly Hispanic and First-Time-in-College students, through the creation of a career and transfer center. A Career and Transfer Center was created on the Wharton campus, and now the College would like to allocate an unused student service space on the Richmond campus to create a Career and Transfer Center on that campus. The renovation plans would create a single space where students can receive academic, career, transfer, and financial advising. The cost of the renovation is \$70,000, funded by the Title V grant. The cost of office furniture (\$4500) is not an allowable expense of the grant thus will be funded using the FY23 budget.

Estimated Expenses and Budget

Bass Construction	\$45,000
IT 6 drops, 2 per office	\$1,500
Texan flooring, includes 3 existing offices and 3 new offices	\$10,000
Lowe Group for glass wall at entrance	\$10,000
Miscellaneous Expenses	<u>\$3,500</u>
Total	\$70,000


Cost and Budgetary Support: \$70,000 of Title V HSI Grant funds; \$4500 FY23 budget for office furniture

Strategic Priority Alignment: Student Success ___ Community Impact
 ___ Resource Optimization ___ Institutional Excellence

Resource Person(s):

Leigh Ann Collins, Vice President of Instruction
Michael Adkins, Title V HSI Grant Manager / Director of Academic and Career Advising
Lindsey McPherson, Dean of Student Success
Mike Feyen, Facilities Management Advisor


Signatures:



Originator

2/8/2023 2/9/23

Date

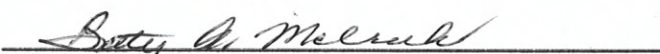


Cabinet-Level Supervisor

Digitally signed by Leigh Ann Collins
Date: 2023.02.09 08:22:43 -06'00'

Date

President's Approval:



President

2-9-23

Date