TEMPLE COLLEGE
Your Community's College

REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES

Monday, November 16, 2026 – 6:00 PM

AGENDA

Notice is hereby given that the Board of Trustees of Temple College will hold a Regular Board Meeting on Monday, November 16, at 6:00 P.M. in the Sharon Wilson Board Room, Temple College, 4th Floor, Temple College Main Building. 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, 4th Floor, Harry Adams Conference Room, Room 405, Temple College Main Building, Temple 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 the Board of Trustees Policy Advisory Committee Recommendations 3
   B. Consideration of Approval of Regular Board of Trustees Meeting Minutes, October 19, 2026 27
   C. Consideration of Approval of Fall 2026 2nd 8-Week Classes Part-Time/Overload Salaries 30
   D. Consideration of Approval of Appointment of Adjunct Faculty 31
5. Consideration of Approval of Disbursements Over 5K for October 2026 32
6. Student, Employee, and Faculty Spotlight

   STUDENT SPOTLIGHT
   Cooper Allen - EMT Student, Hutto High School
   EMPLOYEE SPOTLIGHT
   Brian Kemp - Director, Temple College Library
   Mia Wilson - Programming and Outreach Librarian
   FACULTY SPOTLIGHT

Alicia Buck - 2026/2027 Barnhardt Award Recipient
Department Chair, Surgical Technology, Health Professions

7. President's Report
8. Board Report
   A. Temple College Board Policy Advisory Committee Report
9. Reports
   A. Faculty Council Report 33
   B. Academic Affairs and Student Services Report 41
   C. Administrative Services Report 51
   D. Workforce Development Report 54
10. New Business
   A. Consideration of Approval of Faculty Title Changes — Effective Spring 2027 66
   B. Consideration of Approval of the Purchase of One 2027 Freightliner Cascadia Truck for the Temple College Commercial Driver License Program, funded by the Fund for the Improvement of Postsecondary Education Driving Forward Grant. 67
   C. Consideration of Approval of the Purchase and Installation of Additional Audio/Visual Equipment in the Workforce/Visual Arts Lobby 74
   D. Consideration of Approval of the Purchase and Installation of Audio/Visual Equipment in the Health Science 4th Floor Flex Space 85
   E. Consideration of Approval of the Purchase and Installation of Audio/Visual Equipment in the Harry B. Macey Conference Center 98
   F. Consideration of Approval of the Purchase and Installation of Audio/Visual Equipment in Two Conference Spaces 109
11. Miscellaneous
12. Executive Session to Consider Personnel, Legal Matters, and Real Estate
13. 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.

MEMORANDUM

To: Temple College Board of Trustees

From: Temple College Board Policy Advisory Committee and Dr. Susan Guzmán-Treviño, Provost

Date: November 16, 2026

Re: Consideration and Approval of Temple College Policies

The following policies were considered for review and possible action at Board Policy Advisory Committee meetings on November 9, 2026. The Board Policy Advisory Committee is recommending approval of the following policies.

- BBC Board Members: Vacancies and Removal from Office
- BGC Administrative Organization: Councils and Faculty Senates
- CDDA – Payroll Procedures – Salary Deductions
- EFAA Instructional Programs and Courses: Academic Courses
- EFB Curriculum Design: Degrees and Certificates
- FC Registration and Attendance
- GB Public Complaints and Hearings
- GD Community Expression and Use of College Facilities

1. **Policies ready for Board Policy Advisory Committee (BPAC) to review:**
   - BBC Board Members: Vacancies and Removal from Office – New – Update 51
     - No changes.
     - Send to 21-Day Comment.
     - No comments. Send to BPAC.
     - BPAC discussion about timeline for filling vacancies. Did not change language regarding time.
     - Send to Board of Trustees.
   - BGC Administrative Organization: Councils and Faculty Senates – Update 50 and 51
     - Chris K. noticed this policy does not match what the board approved. He will edit the current policy so that it aligns with the new update and bring the revision back in February.
     - SGT checking with TASB regarding the TC's recommended change of number of members.
     - Chris has restructured this policy to include representation from TC campuses while meeting the concerns of TASB.
     - Hold policy until faculty have time to respond with feedback regarding updated bylaws.
     - SGT noted that the policy listing all the Committees may also need updating after approval.
     - Appeared on Update 51.
     - Edits from Dr. Krejci's BGC Update 50 will be added to BGC Update 51. Update 51 had very minor edits.
     - Send to 21-Day Comment.
     - Comment related to expense reimbursement. Current purchasing procedures that are in place ensure proper approvals are in place. No change to the policy.
     - Send to BPAC Committee.
     - No changes. Send to Board of Trustees
   - CDDA – Payroll Procedures – Salary Deductions (LEGAL) (LOCAL) 3-year rotation
     - Updated language regarding deductions and charitable contributions.
     - Send to 21-day comment.
     - No comments. Send to BPAC Committee.
     - Approved changes by PMRC. Send to Board of Trustees.
   - CM Facilities Construction – Update 50
     - TASB revision included changes to threshold amounts for purchasing. Gisela will align the TC Purchasing Policy AR with CM (LOCAL).
     - No changes were made by the PMRC.
     - Ready for 21-Day Comment.
     - Ready for BPAC Committee.
     - The BPAC Committee agreed to change purchasing thresholds from $50,000 to $100,000.
     - To Board of Trustees
     - Dr. Guzmán-Treviño pulled CM from the Board of Trustees regular agenda due to a discrepancy in the policy revision received and the minutes. Back to BPAC Committee for clarification.
     - Tabled to get clarification on threshold amounts requested by administration. 11/9/26.
   - EFAA Instructional Programs and Courses: Academic Courses – New – Update 50
     - Relating to SB 37. Core Curriculum review by Board of Trustees (BOT) every 5 years, or at their discretion.
     - Three courses have been added to the Core for the 26/27 Catalog. GOVT 2304 and PSYC 2314 were approved by CC Nov. 2025. BUSI 1307 was approved by CC Feb. 25, 2026.
     - SGT will present 3 courses added to the Core to the BOT in the April meeting.
     - Hold policy while SGT and Elizabeth continue to work on process to implement this and review low enrollment classes.
     - BOT approved changes to core in April 2026 meeting.

- Moving forward, the BOT may choose to appoint a committee to review core changes, or the BOT may receive training this summer regarding Core Curriculum requirements and purpose. Timing of BOT meetings is not always conducive to changes needing approval.
- EFAA moved to 21-Day Comment.
- Comments included revising language regarding time stamps, accreditation, and curriculum updates. Comments were thoughtfully reviewed, and the committee agreed that procedures were in place, or being put into place to address commentors concerns. This new policy was recommended by TASB and the language comes directly from the statute – SB 37. The committee voted for no change to the policy.
- To BPAC Committee.
- No changes. Send to Board of Trustees.

- EFB Curriculum Design: Degrees and Certificates – Update 50
  - SB 37 and SB 3039.
  - Hold policy while SGT and Elizabeth to work on process to implement this.
  - Dr. Guzmán-Treviño and Elizabeth Chivers will continue to refine the process that consistently reviews and determines which programs are under performing. Dr. Guzmán-Treviño will present this information to the BOT.
  - EFB to 21-Day Comment.
  - No Comments. To BPAC Committee.
  - No changes. Send to Board of Trustees.
- FC Registration and Attendance – Update 50
  - Student handbook contains important information regarding student attendance. However, the language is not helpful for faculty navigating attendance issues since the attendance policy was suspended during Covid and remains so.
  - Registration requirements are contained in the catalog and not in the Student Handbook. A suggestion was to add a reference in the Student Handbook that registration requirements can be found in the Catalog.
  - Attendance AR to be developed for faculty.
  - Shannon will work on clarifying language and bring back to PMRC.
  - Shannon presented updated language regarding attendance for the Student Handbook. Committee review and tweaked the guideline. Chris Krejci will mirror the language in the handbook to develop an AR and bring back to committee. (3/2026).
  - Shannon Bralley has updated the language in the student handbook regarding attendance. She also has added language in the Advising section of the student handbook that refers students to the catalog for specifics of registration.
  - Dr. Chris Krejci has created an AR regarding attendance. The AR will be tagged to FC.
  - Both policy FC and the new AR-Attendance will be sent to 21-Day Comment.
  - Comment reported suspension of attendance policy. Policy is active and in the student handbook. A new AR has been created to help faculty navigate attendance issues.
  - No changes to the policy. To BPAC Committee.
  - Board member asked if there is a process for new students to be informed of attendance guidelines? New student orientation is offered in-person and virtually to provide students opportunities to learn about policies.
  - No change. Send to Board of Trustees.
- GB Public Complaints and Hearings - Update 50
  - Concerns were raised about the accuracy of AI recordings; however, no changes were made by the PMRC.
  - Send to 21-Day Comment.
  - Comments related to the timeline and a physical form in this policy.
  - The committee agreed the time range for reporting was sufficient. No change.
  - The committee removed the word “form”. All complaints submitted in writing, digital or otherwise, will be deliberated.
  - Send to BPAC Committee.
  - No changes. Send to Board of Trustees.
- GD Community Expression and Use of College Facilities – Update 50
  - Numbering format needs correcting.

- Questions were raised about how this policy affects Temple College's satellite campuses. Dr. Guzmán-Treviño will research.
- Send to 21-Day Comment.
- Comments were evaluated and considered. Commentor suggested change of language to the policy, however, the language in this policy mirrors the language in the legal policy and aligns with the law. Committee decided to leave policy as is.
- PMRC discussed ways to inform Temple College employees about changes in policy and statutes that could not be revised. A time in the ESC meeting is set aside for these announcements.
- Send to BPAC Committee
- No changes. Send to Board of Trustees.

2. Future meeting dates: none

3. Adjourn

Filling a Vacancy

When a vacancy occurs on the Board, the Board shall fill the position by appointment, in accordance with law and the appointment procedures below, or by special election, in accordance with law.

The vacancy shall be filled within 180 days, but, if determined necessary by the Board, the Board may extend the deadline to fill the vacancy. At no time may the Board fill the vacancy later than the uniform election date of the next regular Board election.

Exception for Involuntary Removal from Office

If a Board member is removed from office in accordance with law, the Board shall appoint a candidate to fill the vacancy at the first regularly scheduled Board meeting following the removal. The Board may adjust the deadlines described by this policy as necessary to satisfy this timeline.

Appointment Procedures

To fill a vacancy by appointment, the Board shall accept applications from prospective candidates. The Board shall establish the requirements and deadline for submitting an application.

Call for Applications

The Board shall, for at least 14 days, post a call for applications on the College District's website. Additionally, the Board shall publicize the call for applications in any other manner the Board determines best suited to reach the highest number of eligible candidates.

The call for applications must include the applicant eligibility requirements and the requirements and deadline for submission of an application.

Review of Applications

At a regularly scheduled Board meeting following the application deadline or at a special meeting called for that purpose, the Board shall review the applications and may interview select applicants.

Alternatively, the Board may form a Board committee to assess the applicants and recommend an applicant or applicants for consideration by the Board. [See BCB]

Selection

An applicant must receive the affirmative vote of a majority of Board members to be appointed to the Board.

Duration of Appointment

An appointed Board member shall serve until the next regular election of members to the Board.

Employee Groups Generally

In order to provide the most effective operation of the College District and to maintain open communication and decision-making opportunities, the Board recognizes the following:

1. The faculty senate the staff councils, and other employee groups shall have the right to gather for the purpose of discussing issues and concerns of particular importance to the individual groups; and

2. Except as provided below, the faculty senate and other recognized employee organizations shall have a written constitution and an elected or appointed leader or leaders who will facilitate the work of the component group and serve as the communications link with the administration.

Cabinet Representation

Since the faculty senate represents employee interests, this organization shall have a representative on the College President's executive cabinet. The representative shall serve only in an advisory capacity.

Committee Representation

The College President shall ensure that various employee groups are appropriately represented on committees.

Faculty Senate

The faculty senate is the assembly of representatives of the full-time faculty at the College District. The faculty senate shall serve only in an advisory capacity.

Membership

Each academic unit of the College District shall be represented by two members. One member from the academic unit shall be appointed by the College President, and one member shall be elected by a vote of the faculty of the member's respective academic unit, in accordance with procedures established by the College President or designee.

Term Limits

Appointed Faculty Members

A member of the faculty senate appointed by the College President may serve up to six consecutive one-year terms and then may only be reappointed after the second anniversary of the last day of the member's most recent term.

Elected Faculty Members

An elected member of the faculty senate shall serve a two-year term, staggered in a manner that allows approximately one-half of the elected members to be elected each year, and may only be reelected after the second anniversary of the last day of the member's most recent term.

Removal

A member of the faculty senate may be immediately removed from the faculty senate for:

1. Violating applicable law, College District policy or regulations, or the faculty senate governing documents;

2. Failing to attend meetings; or

3. Engaging in other similar misconduct.

A member may be removed on recommendation of the provost or chief academic officer and approval by the College President.

Officers

The College President shall appoint a presiding officer to preside over faculty senate meetings and represent the faculty senate in communications with the College District administration. The College President shall also appoint an associate presiding officer and secretary f.

Compensation

A faculty member shall not be compensated for service on the faculty senate.

Expense Reimbursement

A member of the faculty council may be reimbursed for reasonable expenses made on behalf of the College District and approved by the College President or designee in accordance with administrative regulations.

Governing Documents

The faculty senate shall adopt a constitution, bylaws, or other governing documents consistent with law, this policy, and associated regulations, including the rules for establishing a quorum.

Faculty Senate Meetings

The College President shall develop regulations addressing faculty senate meeting procedures, in accordance with law.

Notice

At least seven days before a meeting, the faculty senate shall post on the College District's website:

1. An agenda for the meeting indicating the items that will be discussed or subject to a vote; and

2. Any curriculum proposals that will be discussed or voted on at the meeting.

Open Meetings

Meetings at which a quorum is present shall be open to the public.

Meeting Broadcast

The faculty senate shall broadcast a meeting online in accordance with law if more than 50 percent of the faculty senate members are in attendance.

Recording Attendance

The faculty senate shall record the names of members in attendance at a meeting in which the faculty senate conducts business related to a vote of no confidence regarding a College District administrator or policies related to curriculum and academic standards.

Communications

The faculty senate shall not issue any statement or publish a report using the College District's official seal, trademark, or resources funded by the College District on any matter not directly related to the faculty senate's advisory duties.

Harmony with Law

Nothing in this policy or associated regulations may be construed to limit a faculty member from exercising the faculty member's right to freedom of association protected by the U.S. Constitution or Texas Constitution.

The College District shall make deductions from an employee's salary or wages or shall reduce an employee's wages in accordance with law or salary reduction agreements executed between the College District and its employees.

Deductions and Charitable Contributions

In addition to legally required deductions, the Board has determined it to serve a public purpose and benefit employees to permit voluntary deductions for:

1. Approved insurance programs;
2. Annuities/deferred compensation programs;
3. College District cafeteria plan options authorized by the Internal Revenue Service;
4. Faculty organizations as approved by the Board; and
5. Charitable organizations as approved by the Board. To qualify for a deduction listed above, the employee must submit a request in writing, specifying the category of the deduction, the amount to be deducted, and the entity to which the deducted amount is to be transferred, in accordance with administrative procedures. The procedures must address:

1. Enrollment periods, if any; and
2. Any administrative fee to cover the cost of making a deduction.

Charitable Campaigns

The United Way Campaign drive is the only Board of Trustee approved, official, non-college fund-raising activity in which the college participates. Employees are provided the opportunity to contribute but are not required to participate in college sponsored charitable campaigns. The United Way Campaign Liaison, as assigned by the President, is the campus coordinator of the United Way Campaign.

Excess Leave

Deductions shall be made for unauthorized leave or leave taken in excess of earned leave. [See DEC]

Core Curriculum

The College District is responsible for the development of its core curriculum, subject to the approval of the College President and the Board.

General Education Curriculum Review

"General education curriculum" means a core curriculum and any other curriculum or competency all undergraduate students of the College District are required to complete before receiving an undergraduate degree.

Comprehensive Review

The Board shall comprehensively review the College District's general education curriculum every five years but may review it more frequently at the Board's discretion. The Board shall consider the potential costs the curriculum may impose on students and ensure courses in the curriculum:

1. Are foundational and fundamental to a sound postsecondary education;
2. Are necessary to prepare students for civic and professional life;
3. Equip students for participation in the workforce and in the betterment of society;
4. Ensure a breadth of knowledge in compliance with applicable accreditation standards; and
5. Meet any other relevant criteria, as determined by the Board.

Review of Curriculum Changes

The College President or designee shall annually submit an update regarding any changes to the College District's general education curriculum to the Board before submitting changes to the Coordinating Board. The Board may overturn any decision regarding changes to the general education curriculum.

Advisory Committee

The Board may appoint a committee to assist in its review of the general education curriculum.

The Board shall determine the types of degrees and certificates to be awarded by the College District. The degrees and certificates offered by the College District and the associated recommended course sequences developed by the College District administration shall be described in the College District catalog and on the College District website.

Low-Enrollment Certificate Program Review

The College President shall develop procedures for reviewing certificate programs with low enrollment that may require consolidation or elimination. The criteria for review must require that certificate programs have specific industry data to substantiate workforce demand to avoid consideration for consolidation or elimination. The College President shall conduct a review once every five years.

The Board shall approve or deny any decision made by the College President to consolidate or eliminate a certificate program as a result of the review.

The College President shall develop procedures addressing registration and attendance requirements, including procedures for all excused absences consistent with applicable law. The registration and attendance procedures shall be published in the student handbook, official communications, and other appropriate publications.

Complaints

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint Processes

Complaints from the public shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with GB after the relevant complaint process:

1. Complaints concerning a commissioned peace officer who is an employee of the College District. [See CGF]
2. Complaints concerning the withdrawal of consent to remain on campus. [See GDA]

Informal Process

The Board encourages the public to discuss concerns with an appropriate administrator who has the authority to address the concerns.

Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

Formal Process

An individual may initiate the formal process described below by filing a written complaint within 15 business days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

The complaint shall be filed with the lowest level administrator who has the authority to remedy the alleged problem.

If the subject matter of the complaint requires a Board decision, is a complaint about a Board member, or is a complaint about the College President, the complaint shall be initiated at the Board level. A preliminary hearing to develop a record or recommendation for the Board may be conducted by an appropriate administrator.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint was received and immediately forward the complaint to the appropriate administrator.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

Option to Continue Informal Process

Even after initiating the formal complaint process, individuals are encouraged to seek informal resolution of their concerns. An individual whose concerns are resolved may withdraw a formal complaint at any time.

Freedom from Retaliation

Neither the Board nor any College District employee shall unlawfully retaliate against any individual for bringing a concern or complaint.

General Provisions

Filing

Complaints and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling Conferences

The College District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If the individual fails to appear at a scheduled conference, the College District may hold the conference and issue a decision in the individual's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the individual from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the individual's email address of record, or sent by U.S. Mail to the individual's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean College District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."

Representative

"Representative" shall mean any person who or organization that is designated by an individual to represent the individual in the complaint process.

The individual may designate a representative through written notice to the College District at any level of this process. If the individual designates a representative with fewer than three days' notice to the College District before a scheduled conference or hearing, the College District may reschedule the conference or hearing to a

later date, if desired, in order to include the College District's counsel. The College District may be represented by counsel at any level of the process.

Consolidating Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. An individual shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the College District may consolidate the complaints.

Untimely Filings

All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the individual, at any point during the complaint process. The individual may appeal the dismissal by seeking review in writing within 10 days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

Costs Incurred

Each party shall pay its own costs incurred in the course of the complaint.

Complaint and Appeal Forms

Complaints and appeals under this policy shall be submitted in writing.

Copies of any documents that support the complaint should be attached to the complaint. If the individual does not have copies of these documents, copies may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the individual unless the individual did not know the documents existed before the Level One conference.

A complaint or appeal that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiling is within the designated time for filing.

Record

A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the individual who filed the complaint, documents determined relevant by College District personnel, and the decision.

Remand

A complaint or appeal that is incomplete in any material aspect shall be refiled, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint.

If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.

Investigation

The College District may conduct an investigation at any level in the complaint process. If the College District and the complainant mutually agree, all deadlines shall be suspended during an investigation.

Audio Recording

As provided by law, an individual shall be permitted to make an audio recording of a hearing under this policy at which the substance of the individual's complaint is discussed. The individual shall notify all attendees present that an audio recording is taking place.

Complaint Levels

Level One

The appropriate administrator shall schedule a conference with the individual within 10 days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the individual a written response within 10 days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

Level Two

If the individual did not receive the relief requested at Level One or if the time for a response has expired, the individual may request a conference with the College President or designee to appeal the Level One decision.

The appeal notice must be filed in writing, within 10 days of the date of the written Level One response or, if no response was received, within 10 days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The individual may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint and any attachments.
2. All other documents submitted by the individual at Level One.
3. The written response issued at Level One and any attachments.

4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Level Two administrator shall schedule a conference within 10 days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One and identified in the Level Two appeal notice. At the conference, the individual may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Level Two administrator may set reasonable time limits for the conference.

The Level Two administrator shall provide the individual a written response within 10 days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Level Two administrator may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Level Two administrator believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

Level Three

If the individual did not receive the relief requested at Level Two or if the time for a response has expired, the individual may appeal the decision to the Board.

The appeal notice must be filed in writing within 10 days of the date of the written Level Two response or, if no response was received, within 10 days of the Level Two response deadline.

The College President or designee shall inform the individual of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The College President or designee shall provide the Board with the record of the Level Two complaint. The individual may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The written response issued at Level Two and any attachments.
3. All other documents relied upon by the Level Two administrator in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the individual notice of the nature of the evidence at least three days before the hearing.

The College District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BD]

The presiding officer may set reasonable time limits and guidelines for the presentation including an opportunity for the individual and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the individual or the individual's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If for any reason the Board fails to reach a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

Note: For expression and use of College District facilities and distribution of literature by students and registered student organizations, see FLA. For expression and use of College District facilities by employees and employee organizations, see DGC. For use of the College District's internal mail system, see CHE.

Expressive Activities

Community members and community organizations may engage in expressive activities in accordance with this policy. "Expressive activities" means any speech or expressive conduct protected by the First Amendment to the U.S. Constitution or by Texas Constitution Article I, Section 8, and includes assemblies, protests, speeches, the distribution of written material, the carrying of signs, and the circulation of petitions.

Prohibited Speech and Conduct

The term "expressive activities" does not include the following speech and conduct, which is prohibited on College District facilities and grounds and through the use of College District technology and networks:

1. Defamatory statements about public figures or others;
2. Prohibited harassment [see DIAA, DIAB, FFDA, and FFDB];
3. Incitement to imminent lawless or disruptive activity;
4. Obscenity; or
5. Threats to engage in unlawful activity.

The following conduct is also prohibited:

6. Engaging in unlawful conduct.
7. Engaging in expressive activities that materially and substantially disrupt College District operations at any time, including from 10:00 p.m. to 8:00 a.m. and during the last two weeks of each semester or term.
8. Engaging in expressive activities that materially and substantially disrupt College District operations by inviting speakers to speak on campus or by using drums or other percussive instruments during the last two weeks of a semester or term.
9. Using a sound amplification device while engaging in expressive activities during class hours, between 10:00 p.m. to 8:00 a.m., and during the last two weeks of each semester or term to intimidate others, interfere with campus operations, or interfere with a College District employee's or a peace officer's lawful performance of a duty.

10. Camping or erecting tents or other living accommodations, with the exception of reasonable use and modifications of assigned College District housing consistent with administrative regulations. This prohibition applies to shelters that are erected for the purpose of residing within the shelter. It does not apply to other shelters that are erected on a temporary basis to provide protection from the weather or, with approval granted by the vice president, administrative services in accordance with administrative procedures, for special events.
11. Wearing a disguise or other means of concealing a person's identity while engaging in expressive activities with the intent, as determined by the vice president, administrative services or a law enforcement officer to:
    a. Obstruct the enforcement of law or College District policies and regulations by avoiding identification;
    b. Intimidate others; or
    c. Interfere with a College District employee's or a peace officer's lawful performance of a duty.
12. Lowering the College District's U.S. or Texas flag with the intent to raise another nation's flag or the flag representing an organization or group of people.
13. Engaging in expressive activities in a manner that would constitute an immediate and actual danger to the peace or security of the College District that available law enforcement officials could not control with reasonable efforts.
14. Damaging or defacing property.

Use of College District Facilities

The grounds and facilities of the College District shall be made available to members of the College District community and community organizations, including College District support organizations, when such use is for educational, recreational, civic, or social activities and the use does not conflict with use by, or any of the policies and procedures of, the College District.

Requests to Use Facilities

To request permission to meet in College District facilities, interested community members or organizations shall file a written request with the vice president, administrative services in accordance with administrative procedures.

The community members or organization making the request shall indicate that they have read and understand the policies and rules governing use of College District facilities and that they will abide by those rules.

Approval

Requests for community use of College District facilities shall be considered on a first-come, first-served basis.

The vice president, administrative services shall approve or reject the request in accordance with provisions of and deadlines set out in this policy and administrative procedures, without regard to the religious, political, philosophical, ideological, academic viewpoint, or other content of the speech likely to be associated with the community members' or organization's use of the facility.

Approval shall not be granted when the official has reasonable grounds to believe that the use would be prohibited conduct, described above, or that

1. The College District facility requested is unavailable, inadequate, or inappropriate to accommodate the proposed use at the time requested;

2. The applicant is subject to a sanction [see Violations of Policy, below] prohibiting the use of the facility;

3. The applicant owes a monetary debt to the College District and the debt is considered delinquent; or

4. The applicant has previously damaged College District property.

Designated Public Forums

The Board shall designate common outdoor areas where community members and organizations may engage, without prior approval, in expressive activities that do not constitute prohibited speech or conduct. Those areas will be published on the College District website and in other appropriate publications.

Nonprofit Use

The College District shall permit nonprofit organizations to conduct fundraising events on College District property when these activities do not conflict with College District use or with this policy.

Campaign-Related Use

Except to the extent a College District facility is used as an official polling place, College District facilities shall not be available for use by individuals or groups for political advertising, campaign communications, or electioneering, as those terms are used in state law.

Written Notice if Request Rejected

The vice president, administrative services shall provide the applicant a written statement of the grounds for rejection if a request is denied.

Emergency Use

In case of emergencies or disasters, the College President may authorize the use of College District facilities by civil defense, health, or emergency service authorities.

Repeated Use

The College District shall permit repeated use by any community member or organization in accordance with administrative procedures.

Exception Any limitations on repeated use by a community member or organization shall not apply to any group or organization when the primary participants in the activities are College District students, faculty, or staff.

Scheduling Academic and extracurricular activities sponsored by the College District shall always have priority when any use is scheduled. The vice president, administrative services shall have authority to cancel a scheduled use by a community member or organization if an unexpected conflict arises with a College District activity.

Use Agreement Any community member or organization approved for a non-school use of College District facilities shall be required to complete a written agreement indicating receipt and understanding of this policy and any applicable administrative regulations, and acknowledging that the College District is not liable for any personal injury or damages to personal property related to the non-school use. The College District reserves the right to require liability insurance coverage from any entity seeking to use College District facilities.

Fees for Use A community member or organization authorized to use College District facilities shall be charged a fee for the use of designated facilities.

The Board shall establish and publish a schedule of fees based on the cost of the physical operation of the facilities, as well as any applicable personnel costs for supervision, custodial services, food services, security, and technology services.

Exception The College District reserves the right to waive some or all fees when College District buildings are used for public meetings sponsored by state or local governmental agencies.

Required Conduct Community members and organizations using College District facilities shall:

1. Conduct business in an orderly manner;
2. Provide identification when requested to do so by a College District representative;
3. Abide by all laws, policies, and procedures, including, but not limited to, those prohibiting the use, sale, or possession of alcoholic beverages, illegal drugs, and firearms, and the use of tobacco products or e-cigarettes on College District property; [See CHF and GDA]

4. Make no alteration, temporary or permanent, to College District property without prior written consent from the College President; and

5. Be responsible for the cost of repairing any damages incurred during use and shall be required to indemnify the College District for the cost of any such repairs.

Distribution of Literature

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by the College District shall not be sold, circulated, distributed, or posted on any College District premises by any community member or organization, including a College District support organization except in accordance with this policy.

The College District shall not be responsible for, nor shall the College District endorse, the contents of any materials distributed by a community member or organization.

Limitations on Content

Materials shall not be distributed by a community member or organization on College District property if:

1. The materials constitute prohibited speech, described above;

2. The materials constitute unauthorized solicitation [see Use of College District Facilities, above]; or

3. The materials infringe upon intellectual property rights of the College District [see CT].

Time, Place, and Manner Restrictions

Distribution of materials shall be conducted in a manner that:

1. Is not materially and substantially disruptive to College District operations [see FLB];

2. Does not impede reasonable access to College District facilities;

3. Does not result in damage to College District property;

4. Does not coerce, badger, or intimidate a person;

5. Does not interfere with the rights of others; and

6. Does not violate local, state, or federal laws or College District policies and procedures.

The distributor shall clean the area around which the literature was distributed of any materials that were discarded or leftover.

The vice president, administrative services shall designate times, locations, and means by which materials that are appropriate for distribution, as provided in this policy, may be made available or

distributed by community members or organizations to others in College District facilities and in areas that are not considered common outdoor areas.

Posting of Signs

For the purposes of this policy, “sign” shall be defined as a billboard, decal, notice, placard, poster, banner, or any kind of handheld sign; and “posting” shall be defined as any means used for displaying a sign.

No signs may be posted on College District property by a community member or organization unless the posting qualifies as a permitted campaign-related use or is in a common outdoor area subject to administrative procedures.

Exception

A College District support organization may post a sign in College District facilities with prior approval of the vice president, administrative services in accordance with the procedures developed for that purpose.

Identification

A community member or organization distributing materials on campus or using College District facilities shall provide identification when requested to do so by a College District representative engaging in official duties.

Violations of Policy

Failure to comply with law or this policy and associated procedures shall result in appropriate administrative action, including but not limited to, the suspension of the individual’s or organization’s use of College District facilities and the confiscation of nonconforming materials.

Interference with Expression

Faculty members, students, or student organizations that interfere with the expressive activities permitted by this policy shall be subject to disciplinary action in accordance with the College District’s discipline policies and procedures. [See DH, FM, and FMA]

Appeals

Decisions made by the administration in accordance with this policy may be appealed in accordance with GB(LOCAL), DGBA(LOCAL), and FLD(LOCAL) as applicable.

Publication

This policy and associated procedures must be posted on the College District’s website and distributed in the employee and student handbooks and other appropriate publications.

Your Community's College

TEMPLE COLLEGE REGULAR BOARD MEETING MINUTES

Monday, October 19, 2026 | 6:00 p.m.

MEMBERS PRESENT	Mr. Larry Wilkerson, Chair; Dr. Andrejs Avots-Avotins, Secretary; Mr. Harry Adams; Mr. John Bailey; Dr. Hope Koch
ADMINISTRATION	Dr. Christy Ponce, President; Dr. Susan Guzmán-Treviño, Provost/Vice President; Ms. DeDe Griffith, Vice President, Workforce Development
OTHERS PRESENT	Audrena Ativalu; Elizabeth Chivers; DeDe Griffith; Laura Hutchens; Carrie Svayde; Cienna McMurry; Derek Mudd; Patrick Finnegan; James Skinner; Cynthia Gonzales; Jeff Fritz; Christopher Melendez; Robin Ray; Chris Krejci; Tristen Capley; John White; Catlain Melendez; Tracey Cooper; Dana Riegel; Priscilla Santana; Sandra Melendez; Caleb Hogue; Juanita Lockett

Item 1. Call to Order

The Temple College Board of Trustees meeting was called to order at 6:03 p.m.

Item 2. Invocation and Pledge of Allegiance

Mr. Harry Adams offered the invocation, and Mr. John Bailey led the Pledge of Allegiance.

Item 3. Opportunity for Citizens to Address the Board

Citizens were provided the opportunity to address the Board regarding agenda items, with comments limited to three minutes. No discussion or final action would be taken during public comments. No citizens addressed the Board.

Item 4. Consideration of Approval of Consent Agenda

Before consideration of the consent agenda, Chair Larry Wilkerson invited Mr. Harry Adams to provide an update on Item 4.G. Mr. Adams reported that the new Board Policy Advisory Committee consisted of Dr. John (Jack) Myers, Chair; Dr. Mark Durham; Ms. Lydia Santibanez-Farrell; and Mr. Adams. The committee met on September 28 and October 6, 2026, to review the 24 policies included in the October 19 consent agenda and recommended their approval.

Dr. Hope Koch requested that the Sexual Harassment, Employee Grievance, and Artificial Intelligence policies be removed from the consent agenda for discussion. Her comments and the responses were recorded as follows:

Sexual Harassment Policy

Dr. Koch requested an independent telephone reporting option and revisions to provisions that could discourage participation. She also requested clarification of conflicting language regarding discipline and of reporting procedures when a concern involves the Title IX coordinator or a trustee. She emphasized the need for an accessible reporting process, noting that students may be uncomfortable reporting concerns to college employees, and suggested an 800 reporting line.

Dr. Susan Guzmán-Treviño stated that the College's legal consultant had reviewed the policy and that the decision was to retain it. Dr. Christy Ponce stated that a direct reporting number was published. Dr. Koch did not approve the policy because of the concerns stated above.

Employee Grievance Policy

Dr. Koch emphasized the need for a clear, accessible pathway for submitting grievances. She noted that the policy committee's minutes addressed this issue and suggested a monitored application or 800 number. She expressed concern that employees may be reluctant to submit identifiable emails, particularly when reporting a potential violation of law. She stated that she had raised similar concerns in 2025 regarding the sexual harassment and fraud policies. Dr. Koch did not approve the Employee Grievance policy because of these concerns.

Artificial Intelligence Policy

Dr. Koch asked whether the policy should expressly protect Temple College data by restricting employees from uploading College data to public AI sites without enterprise protections. She also asked how the College would retain AI workflows developed by employees and protect that intellectual property when employees leave. Regarding student use of AI for assignments where it is prohibited, she asked whether the policy should address honor code requirements and potential suspension.

Dr. Koch approved the AI policy after the Provost stated that the issue was addressed in another College policy or practice.

Following the discussion, Mr. Wilkerson asked whether any other items should be removed from the consent agenda. No additional items were identified.

Motion: Mr. John Bailey moved to approve the consent agenda; Dr. Andrejs Avots-Avotins seconded.

Action: The motion carried. All members voted in favor except Dr. Hope Koch, who opposed the Sexual Harassment and Employee Grievance policies.

Item 4.H. Disbursements over $5,000 for September 2026

Motion: Mr. John Bailey moved to approve disbursements over $5,000 for September 2026; Mr. Harry Adams seconded.

Action: The motion carried unanimously.

Item 5. Student Faculty and Staff Member Spotlights

Dr. Susan Guzmán-Treviño introduced the spotlight presentations.

A. Student Spotlight

Ms. Priscilla Santana introduced musical theatre student Audrena Ativalu.

B. Alumni and Volunteer Spotlights

Ms. DeDe Griffith recognized Mauricio Leza in the Alumni Spotlight and recognized BEST Robotics Competition volunteers Catlain Melendez, Christopher Melendez, Dr. Sandra Melendez, and Tristan Capley.

C. Community Spotlight

Dr. Ponce recognized University Federal Credit Union representatives Paco Martinez and D.J. Valdez.

Item 6. President's Report

Dr. Ponce presented the President's Report and shared the following updates:

- A tour of the Health Science Building with the Foundation Board.
- A meeting with the Meta CEO and a visit to Fort Hood.
- Service on the planning committee for the Research and Innovation Symposium with Ms. DeDe Griffith.
- Attendance at the Hospice House Gala and the Hutto Chamber luncheon, where Ms. Griffith and several Texas Bio Institute students spoke.
- Information regarding the Centennial Gala.
- An upcoming visit to Temple College by 1,000 third-grade students from Belton ISD.
- The College's receipt of a robotic cat and a robotic dinosaur.

Item 7. Reports

A. Faculty Council Report

Dr. Chris Krejci presented the Faculty Council Report.

B. Academic Affairs and Student Services Report

Dr. Susan Guzmán-Treviño presented the Academic Affairs and Student Services Report.

C. Administrative Services Report

Mr. Glenn Graham presented the Administrative Services Report.

D. Special Development and External Relations Report

Dr. Lorenzo Reyes presented the Special Development and External Relations Report.

E. Workforce Development Report

Ms. DeDe Griffith presented the Workforce Development Report.

Item 8. New Business

A. Purchase of Laptop Computers for Dual Credit Students

Mr. Caleb Hogue presented the proposed purchase of 100 Dell Pro 14 PC14250 laptop computers for dual credit students.

Motion: Dr. Hope Koch moved to approve the purchase; Mr. John Bailey seconded.

Action: The motion carried unanimously.

Item 9. Miscellaneous

No miscellaneous items were presented.

Item 10. Executive Session to Consider Personnel Legal Matters and Real Estate

No executive session was held.

Item 11. Adjournment

The meeting adjourned at 8:21 p.m.

TEMPLE COLLEGE
TEMPLE HUTTO TAYLOR

MEMORANDUM

Provost, Vice President of Academic Affairs and Student Services

To: Dr. Christy Ponce

From: Dr. Susan Guzmán-Treviño

Date: November 16, 2026

Re: Fall 2026 2nd 8-Week Classes Part-Time/Overload Salaries

The Vice President of Academic Affairs and Student Services has reviewed the part-time/overload reports for the 2nd 8-week classes submitted by the academic and technical divisions and is requesting Board approval of these reports, pending any necessary adjustments.

The table below summarizes the part-time/overload salary costs by division for 2nd 8-weeks:

Division	FA 2025 2nd 8-Weeks	FA 2026 2nd 8-Weeks
Fine Arts	$10,134.01	$19,622.81
Liberal Arts	$109,818.60	$171,250.40
Business and Career Professions	$72,204.65	$47,067.45
Natural Sciences	$25,290.00	$16,135.00
Health Professions*	$0.00	$0.00
Workforce Development	$4,384.50	$15,303.15
Total	**$221,831.76**	**$269,378.81**

* Not available at time of report

Please consider this request for approval.

Consideration of Approval of Appointment of Adjunct Faculty

Staff Recommendation: Approval

The following individuals are being recommended by the appropriate departmental and divisional supervisors, and by the Provost-Academic Affairs and Student Services, for appointment as members of the Adjunct Faculty.

★**Suarez-Gomes, Maria del Carmen –** Assistant Professor, Vocational Nursing- Ms. Suarez-Gomes earned her Bachelor of Science, Nursing Degree from Texas Tech Health Science Center. She has eight years' experience in nursing.

★**Skrypkina, Nataliya –** Clinical Instructor, Nursing – Ms. Skrypkina earned her Master of Science, Nursing Education degree from Western Governor's University. She has eleven years' experience in nursing.

★**Tranquille, Guerjine–** Clinical Instructor, Nursing - Ms. Tranquille earned her Bachelor of Science, Nursing degree from University of West Georgia. She has three years' experience in nursing.

★**Leger-Miller, Madeline –** Assistant Professor, Sonography- Ms. Leger-Miller earned her Associate's of Science, Diagnostic Medical Sonography from Platt College. She has eight years' experience in sonography.

Checks Over $5k
October 2026 Report

Check Number	Check Date	Department	Payee	Description	Amount
4380	10/30/2026	2020 GO Bond Series	Internal Revenue Service	Arbitrage Rebate Pymt for Bond	$5,120,592.57
4367	10/1/2026	2021 GO Bonds Series	Cloud Construction Co Inc	New HSC Bldg Construction	$1,177,655.45
214908	10/1/2026	*Multi Department Check	TASB Risk Management Fund	FY 26-27 Insurance (Property, Workers Comp. Liability)	$596,392.00
4369	10/1/2026	HVAC Repairs	Texas AirSystems, LLC	Temple Campus HVAC Repairs	$389,537.66
4372	10/8/2026	2021 GO Bonds Series	Wahsega Labs, LLC	Carina Software Emergency Mgmt	$208,820.60
214975	10/8/2026	IT	Ellucian Company, LLC	Ellucian CRM Software	$161,640.00
214860	10/1/2026	Distance Educ (e-Learning)	D2L Ltd	D2L Annual Renewal	$147,248.85
4377	10/29/2026	Major Building Repairs	Centerline Welding, LLC	Softball Batting Cage	$99,160.00
215184	10/29/2026	AEL 26-27	Temple College	AEL Course Tuition Reimb.	$53,573.00
214987	10/8/2026	Utilities	NRG Business	Main Campus Electricity	$48,558.10
4375	10/15/2026	2021 GO Bonds Series	Perry	New TCHS Furniture	$41,640.23
215121	10/22/2026	Library	Ovid Technologies Inc	Library Journals Resource	$33,013.00
4371	10/8/2026	2021 GO Bonds Series	All County Surveying Inc	After Build Survey for New Buildings	$28,500.00
214916	10/1/2026	General Insurance	USI Insurance Services LLC SW	CyberLiability Insurance	$26,558.15
4376	10/22/2026	2021 GO Bonds Series	AVI Systems_ Inc	HDMI Extenders for Main & WFVA Classrooms	$26,095.00
214877	10/1/2026	*Multi Department Check	Ricoh USA_ Inc.	UV Printer for Media Center	$20,564.00
214852	10/1/2026	Fed AEL 24-25	Central Tx Council of Governments	Infrastructure pymt from	$19,139.00
214969	10/8/2026	IT	Carahsoft Technology Corporation	Jotform Annual Renewal	$17,328.39
214985	10/8/2026	Student Accommodations	Masterword Services Inc.	Summer 2026 ASL Interpretation	$16,646.64
214874	10/1/2026	TC Centennial	Great Western Dining Service Inc.	Centennial Gala Catering	$16,436.10
215172	10/29/2026	Copiers	Kirbo's Office Systems LLC	New/Replacement Copiers	$16,080.00
214839	10/1/2026	Testing	Assesment Technologies Institute, LLC	ADN / LVN PreTesting	$15,400.00
214918	10/1/2026	IT	Watermark Insights, LLC	Course Eval & Surveys Annual Subscription	$14,586.86
215170	10/29/2026	Security Systems	Howard Technology Solutions	Addt'l Cameras for New Buildings	$14,550.00
215012	10/15/2026	Utilities	Ammper Power Holdco USA Corporation	TCHS Bldg. Electricity	$13,763.74
214968	10/8/2026	Auditing	Brockway Gersbach Franklin	Interim bill audit of Financials	$13,700.00
215180	10/29/2026	Mail Service	PBGFS	New Compliant Mail Machine	$12,121.67
214976	10/8/2026	A.D.N.	Elsevier Inc.	Exams - RN Exit NGN	$12,042.00
214983	10/8/2026	Golf Carts	Mission Golf Cars	New Mailroom Golfcart	$11,565.55
215126	10/22/2026	Major Repairs & Rehab	Robert William Halford	Restriping of Pavilion Parking Lot	$10,980.00
214848	10/1/2026	Custodial Services	Brett Properties LLC	Hutto Custodial Services	$10,387.00
214885	10/1/2026	Bus_ Vans_ SUV_ Cars	Lonestar Truck Group Temple	Bus Repairs	$10,026.53
214850	10/1/2026	AEL 26-27	ATDS	CDL Training	$9,990.00
215153	10/29/2026	AEL 26-27	ATDS	CDL Training	$9,990.00
215070	10/15/2026	*Multi Department Check	TY Ink Promotions, Inc.	Promotional Items	$9,469.10
215169	10/29/2026	Sonography	HomeTrust Bank	Ultrasound Machines Qrtly Payment	$9,083.38
214907	10/1/2026	IT	System Five Ltd Co	Backup Server Annual Maint.	$9,004.38
214865	10/1/2026	Building Maintenance	Firetrol Protection Systems Inc	Annual Fire Alarm Monitoring	$8,693.62
215152	10/29/2026	*Multi Department Check	TBC-Temple College Bookstore	Bookstore Charges	$8,599.11
215001	10/8/2026	Building Maintenance	Chill Tech Services	WTC HVAC Unit & Install	$8,500.00
215122	10/22/2026	VP Workforce Development	Paul Funk Leadership Consulting, LLC	Consulting Services	$8,333.67
215187	10/29/2026	Men's Basketball	BSN SPORTS, LLC	Men's Basketball Uniforms	$8,306.41
215068	10/15/2026	Baseball	Triple S Sales Inc.	Baseball Supplies	$7,072.94
215176	10/29/2026	NAHP Grant	Medical Shipment, LLC	Nursing Blood Pressure Arm	$6,551.21
4373	10/15/2026	2021 GO Bonds Series	B&H Photo Video	Visual Arts Printer Ink Kit	$6,145.00
214911	10/1/2026	IT	TextExpander Inc.	TextExpander Credits	$5,992.80
215165	10/29/2026	Building Maintenance	Firetrol Protection Systems Inc	Hutto Annual Fire Alarm Monitoring	$5,774.38
214962	10/8/2026	Utilities	Atmos Energy	Main Campus Gas	$5,561.82
4374	10/15/2026	2021 GO Bonds Series	CDW Government	TCHS Privacy Screens	$5,553.90
214988	10/8/2026	Engineering Technology	NCS Pearson, Inc.	Autodesk Licenses	$5,522.00
215143	10/29/2026	*Multi Department Check	4IMPRINT Inc.	Promotional Items	$5,507.15
215081	10/22/2026	*Multi Department Check	4IMPRINT Inc.	Promotional Items	$5,390.62
214994	10/8/2026	IT	Staples	Office Chairs	$5,339.80
215118	10/22/2026	Softball	Mizuno USA Inc.	Softball Supplies	$5,245.34
214840	10/1/2026	Institutional Memberships	ACCT	Membership Dues	$5,147.00
214971	10/8/2026	Utilities	City of Hutto	Hutto Water Utilities	$5,128.20
215054	10/15/2026	Softball	Mizuno USA Inc.	Softball Uniforms	$5,101.93
214844	10/1/2026	Plant Support	Baylor Scott & White Health	Oct. TBI Facility Rental	$5,000.00
215150	10/29/2026	Plant Support	Baylor Scott & White Health	Nov. TBI Facility Rental	$5,000.00

Temple College Faculty Senate

Faculty Senate is a body of elected and appointed Faculty Advisory Council members who work to promote the interests of faculty individually and collectively. Faculty Advisory Council is open to all faculty, offers Faculty Senate strategic and specialized guidance, and provides faculty opportunities to participate in shared governance through committee work.

Faculty Senate Report to the Temple College Board of Trustees
November 16, 2026

I. News

A. We are happy to announce that Alicia Buck (Surgical Technology) is the recipient of the 2027 Claudia and W.T. Barnhart Award and the Temple College nominee for Minnie Stevens Piper Professor Award.

II. Committee Reports

A. Faculty Advancement Committee (Geoff Lewis, Chair)**:** At the time of this report, the committee has awarded the following grants:

- Alex Corbett for $291.00
- Jeff Troy for $1,000.00
- Lily Penfold for $641.01
- Prudie York-Hammons for $1,000 (new since last report)
- Kerry Bekkedahl for $897.94 (new since last report)
- Choongwoo Steve Ko for $1,000 (new since last report)

There is one grant pending for $50. If approved, the committee will have $3,120.05 left in the account.

Dr. York-Hammons will use the funds to attend the 52nd AMATYC Annual Conference and Delegate Assembly in Philadelphia, PA from November 18-23, 2026. The content of this conference is specifically targeted to provide excellent professional development for Mathematics faculty teaching at Two-Year colleges. There are three days of concurrent sessions as well as exhibits and affiliate meetings (SW Regional AMATYC and TexMATYC). Dr. York-Hammons will be focusing on sessions related to College Algebra, Contextualized Mathematics, Data Science, and AI in the Math curriculum, as well as improving online instruction. She will be assigned sessions as a presider as well as serve as a delegate to the National Assembly.

Prof. Bekkedahl will use the funds to attend the National Association of Economic Educators (NAEE), whose mission is to advance economic and financial literacy by serving educators. Its professional development conferences give attendees a chance to share best practices and learn about programs and resources for teaching economics, personal finance, and entrepreneurial literacy, along with activity-based, student-centered teaching methods. The

2027 Spring Professional Development Conference will be held at the Federal Reserve Bank of St. Louis from March 3-5, 2027.

Dr. Ko will use the funds to attend the 2027 American Choral Directors Association (ACDA) National Conference, which will take place March 7–10, 2027, in Minneapolis, Minnesota. The conference features choral performances, educational sessions, repertoire reading sessions, publisher exhibits, and professional networking. Participation will include exploring new repertoire and teaching practices, supporting the introduction of Korean choral publications on which Dr. Ko has collaborated, and potentially serving as a Korean–English translator while representing Temple College.

June 17, 2026
Claudia & W.T. Barnhart Teacher of the Year Award Selection Committee
Temple College

Re: 2026-2027 Claudia & W.T. Barnhart Teacher of the Year Award

Dear Members of the Selection Committee,

It is my privilege to nominate Alicia Buck for the 2026-2027 Claudia & W.T. Barnhart Teacher of the Year Award. Throughout my career in higher education, I have encountered few faculty members who embody the spirit of transformational teaching as completely as Alicia. She is an educator, mentor, innovator, and servant leader whose impact extends far beyond the classroom and into the lives of her students, colleagues, and community. Her enthusiasm is contagious.

Alicia is an outstanding teacher because she approaches education as an opportunity to transform lives. Having begun her own educational journey at Temple College and earned her Surgical Technology certificate here before advancing to bachelor's and master's degrees, she understands firsthand the power of education to open doors and create opportunities. Her personal journey allows her to connect with students in authentic and meaningful ways. She sees potential in every student and relentlessly works to help them recognize and achieve it.

What truly sets Alicia apart is her willingness to ask, "What if?" What if we could better prepare students for the demands of healthcare? What if we could create a more engaging learning experience? What if a struggling student simply needs someone who believes in them? These questions drive her to think creatively, challenge assumptions, and continually seek new ways to improve teaching and learning. She does not settle for maintaining the status quo. Instead, she consistently pursues excellence and innovation in every aspect of her work.

Alicia's commitment goes far beyond what is expected of an average educator. As Program Director, Department Chair, and Associate Professor, she balances leadership responsibilities while teaching across the full spectrum of the Surgical Technology curriculum—from introductory courses to clinical experiences and capstone preparation. Yet even with these responsibilities, she remains deeply invested in individual students. She dedicates additional time to mentoring, coaching, and supporting students both academically and professionally, ensuring they not only master technical competencies but also develop the confidence and professionalism necessary to succeed in healthcare.

Alicia also excels because she is a true team player. She willingly shares her knowledge, collaborates with colleagues, and invests herself in the growth and success of others. She is confident in her abilities yet remarkably humble in her approach. She celebrates the accomplishments of her peers, welcomes new ideas, and continuously seeks opportunities for

her own personal and professional growth. Her leadership style is grounded in service, authenticity, and a genuine desire to elevate those around her. Her commitment to being part of a great good spills over into the Temple College, and she actively participates on multiple committees as well as carrying a board position for her affiliated professional organization. She embodies leadership in the classroom, in the department, at Temple College, and far beyond the scope of her employment. She demonstrates purposeful commitment to her profession and to seeing other grow and develop.

Exceptional educators are remembered not only for what they teach but for the possibilities they inspire in others. Alicia Buck exemplifies this kind of transformational educator not only for her students but also her peers. She leads with heart, teaches with purpose, and serves with humility. Her dedication to students, commitment to innovation, and unwavering pursuit of excellence make her extraordinarily deserving of this prestigious recognition.

I offer my highest recommendation and strongest endorsement of Alicia Buck for the 2026-2027 Claudia & W.T. Barnhart Teacher of the Year Award. She represents the very best of our profession and the very best of Temple College.

Sincerely,



Becky D. Musi, Ed.D
Director, Special Projects
Phone: 512-750-1660
Email: becky.musil@templejc.edu
Temple College

September 2, 2026

Dear Faculty Council Members,

I am deeply humbled to receive this nomination for the 2027 Claudia and W.T. Barnhart Teacher of the Year award. Temple College and the surgical technology program are the absolute foundation of my professional journey, enabling me to obtain my first degree, enter the healthcare field, and eventually transition into faculty. I was incredibly fortunate to learn from exceptional educators at Temple College, such as Dr. Pat Simpson and Mrs. Nancy Whitmire, who believed in me, supported me, and inspired my own path. Having the opportunity to now give back to our community and support true student success is both an honor and a blessing.

Guided by my own experiences, my focus is to support our surgical technology students as they navigate their education while paying forward the mentorship that shaped my career. It is a true privilege to work with a collaborative team of faculty and administration, all united by a shared commitment to student success and community growth.

Thank you for the nomination and consideration,



Alicia Buck

Program Director / Department Chair Surgical Technology

Alicia.buck@templejc.edu

Alicia Buck, MS, BAAS, CST

Alicia.buck@templejc.edu

EDUCATION

Master of Science in Organizational Learning & Technology
Texas A&M University–Commerce, Commerce, TX | 2019
Bachelor of Applied Arts and Sciences
Texas A&M University–Commerce, Commerce, TX | 2016
Associate of Arts in General Studies
Temple College, Temple, TX | 2014
Certificate of Completion in Surgical Technology
Temple College, Temple, TX | 2011

ACADEMIC APPOINTMENTS

Temple College, Temple, TX
Program Director & Associate Professor, Surgical Technology | 2018–Present
Clinical Coordinator & Instructor, Surgical Technology | 2015–2018
Adjunct Instructor, Surgical Technology | 2013–2014

CLINICAL EXPERIENCE

Baylor Scott & White Memorial, Temple, TX
Certified Surgical Technologist (CST) | 2011–Present (PRN)

CURRICULUM & INSTRUCTIONAL DEVELOPMENT

- **Course Redesign (HPRS 2302):** Overhauled *Medical Terminology for Allied Healthcare* to utilize Open Educational Resources (OER); built interactive H5P learning modules and rewrote all major examinations (2024).
- **Clinical Evaluation Digitalization:** Redesigned clinical competency tracking to align with program objectives; developed an automated, faculty-friendly digital evaluation form for tracking grades and signatures (2023).
- **Workforce Program Development:** Authored and launched the *Central Sterile Supply and Distribution* curriculum for the Workforce and Continuing Education department; developed syllabi, core functions, assessments, and course content (2022).
- **Curriculum Realignment:** Revised the Surgical Technology curriculum to meet national standards outlined in the Association of Surgical Technologists (AST) 7th Edition Core Curriculum (2021).

- **Course Creation (SRGT 1244):** Developed and introduced *Technological Sciences*, a course covering advanced modalities including surgical robotics, lasers, and interventional radiology (2021).
- **Course Creation (SRGT 1160):** Designed and implemented a new pre-clinical rotation course to transition students from laboratory environments to active clinical practice (2021).
- **Instructional Media Production:** Produced an in-house laboratory skills video series to support hybrid and remote instructional delivery (2020–2021).
- **AAS Program Restructuring:** Transitioned the Surgical Technology program from a 12-month certificate pathway to a 17-month Associate of Applied Science (AAS) degree cohort (2021).
- **Degree Pathway Creation:** Engineered the first Associate of Applied Science (AAS) degree pathway for Surgical Technology at Temple College, including articulation tracks for legacy certificate holders (2016, revised 2019).
- **Laboratory Manual Publication:** Authored the program's primary *Surgical Technology Laboratory Manual*, aligning learning outcomes with foundational clinical entry skills (2019).

PROFESSIONAL LEADERSHIP & NATIONAL SERVICE

Accreditation Review Council on Surgical Technology and Surgical Assisting (ARC/STSA)
Vice President, Board of Directors | 2024–Present
Site Evaluator for Programmatic Accreditation | 2022–Present
Texas Higher Education Coordinating Board (THECB)
Sub-Committee Member, Texas Workforce Education Manual Revision | 2022

INSTITUTIONAL SERVICE

Temple College

- Member, Course Quality Champions Committee | 2025–2026
- Member, Center for Teaching and Learning | 2025
- Member, Return to Campus Committee | 2020–2021
- Member, Circle of Support Committee | 2019–2020
- Member, Student Success Council | 2018–2020
- Member, Health Sciences Orientation Committee | Summer 2017
- Faculty Advisor, Association of Surgical Technology Students | 2014–Present

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CONFERENCE PRESENTATIONS

- "Writing Effective Syllabi & Lesson Plans for Student Success." *Association of Surgical Technologists 28th Annual Educator Conference*, New Orleans, LA | February 2025.
- "Tackling Retention Head On – Student Success Strategies from Enrollment to Certification and Beyond: Standard IV." *AccredX 3rd Annual Surgical Technology and Surgical Assisting Accreditation Conference*, Indianapolis, IN | October 2024.
- "Transition from Practitioner to Educator." *AccredX 3rd Annual Surgical Technology and Surgical Assisting Accreditation Conference*, Indianapolis, IN | October 2024.
- "DIY Laboratory Simulations on a Budget." *AccredX 2nd Annual Surgical Technology and Surgical Assisting Accreditation Conference*, Norfolk, VA | November 2023.
- "Promoting Self-Regulated Learning." *Association of Surgical Technologists 23rd Annual National Educator Conference*, San Antonio, TX | February 2020.

HONORS & AWARDS

- NISOD Excellence Award | 2025
- Texas Community College Teachers Association (TCCTA) Faculty Fellow | 2019–2020

PROFESSIONAL MEMBERSHIPS

- Association of Surgical Technologists (AST) | 2011–Present
- Texas Community College Teachers Association (TCCTA) | 2019–Present
- National Society of Leadership and Success (NSLS) | 2015
- Phi Theta Kappa (PTK) | 2010

COMMUNITY SERVICE

- Committee Member, Rogers ISD Project Celebration, Rogers, TX | 2025–2026
- Financial Sub-Committee Member, Ocker Brethren Church, Zabcikville, TX | 2019, 2025
- Committee Member, Unity of the Brethren Christian Sisters, Zabcikville, TX | 2015–Present
- Foster Volunteer, Association for Pet Adoption, Temple, TX | 2014–2019

MEMORANDUM

Provost, Academic Affairs and Student Services

To: Dr. Christina Ponce

From: Dr. Susan Guzmán-Treviño

Subject: November 2026 Academic Affairs and Student Services Report

STUDENT SPOTLIGHT:
Cooper Allen – EMT Student, Hutto High School

EMPLOYEE SPOTLIGHT:
Brian Kemp, Director, Temple College Library
Mia Wilson, Programming and Outreach Librarian

FACULTY SPOTLIGHT:
Alicia Buck – 2026/2027 Barnhardt Award Recipient
Department Chair, Surgical Technology, Health Professions

eLEARNING, EDUCATION TECHNOLOGIES and ONLINE SERVICES
Special Projects

D2L Course Access for Department Chairs and Deans

- Project completed, accounts created for (7) Deans, (1) Director, and (26) Department Chairs. Feedback has been very positive.

Google Docs integration completed

- This will greatly simplify document assignment upload process for those students using Google Docs.

Software Integrations

- Auralia: Music Department

Software Solutions/Vendor Management

Copyleaks

- Usage data for October:

Number of Scans	2539
Average AI Score (%)	87

Honorlock Proctoring Solution

- Usage data for October:

Usage	Jan*	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct
Courses	22	57	73	60	71	33	37	18	75	85

Unique Exams	38	99	129	156	178	74	140	140	137	160
Students	174	699	817	486	628	370	484	484	1008	1095
Exams Taken	213	1177	1259	952	1213	818	1348	1348	1908	1858

Panopto Video Recorder

- Usage data for October:

Number of recording views	79,447

Tutor.com

- Usage data for October:

Current Number of Semester Sessions	63
Active Students	19
Average Session Length (minutes)	29.40
Student Rating	4.9/5.00
Recommended Rate	100

YuJa Panorama Accessibility Software

- Data for October:

Overall Accessibility Score (%)	80.8
Total Files Auto Processed & Reviewed	24,441
Total Remediations Performed	345

Committees

Community

- Brian St. Amour participated in Temple Corporate Challenge Fun Run in November.

STUDENT SERVICES AND ENROLLMENT MANAGEMENT

Dr. Shannon Bralley reports that the Student Services and Enrollment Management division is supporting students in their current courses, assisting with spring 2027 registration, and onboarding new students for the spring semester. For fall 2026, the rate of returning traditional students increased by approximately 5%, while new traditional student enrollment increased by 15% compared with fall 2025.

New Hires

Two new directors will join the division in November. Missy Kunze will begin as Director of Enrollment Advising on November 6, and Zamika Wagner will begin as Director of Student Life on November 16.

Belton ISD Third Grade Visit
Temple College welcomed 500 Belton ISD third graders to campus. Students rotated through activity stations in the Main Building, Workforce Building, and Health Professions Building. Another visit is scheduled for November 6.

Pathways Conferences
Dr. Bralley will attend the Rural Pathways Conference in October and the Texas Pathways Conference November 18–20.

Admissions and Records
Ms. Natalie Bland reports the following for the Admissions and Records Department: The Admissions team continues to monitor and process documents received through the National Student Clearinghouse, Parchment, ApplyTexas, and SPEEDE.

Graduation
Ms. Kaci Robinson reports the following graduation activities and student support updates.
Graduation Applications and Degree Audits
• Continued reviewing fall 2026 graduation applications and conducting degree audits to identify outstanding requirement and contacted students regarding requirements.
• Prepared for the opening of spring 2027 graduation applications on November 1, 2026.
• Provided individualized guidance on graduation eligibility, course substitutions, and degree completion and helped them plan for future semesters.
• Reviewed potential Dual Credit graduates from Rockdale and Legacy Early College High School.

Enrollment Advising
Spring 2027 registration opened Monday, October 26, with more than 1,000 students enrolled by the second day. Enrollment Advisors are scheduling check-in meetings with returning students to confirm spring course selections while continuing to assist new students with advising and registration.

Enrollment Advisors are also participating in FAFSA nights throughout the local community, helping high school seniors and their families navigate the financial aid process.

Career, Transfer, and Athlete Advising
Ms. Araceli Urquiza reports continued progress in student-athlete advising, academic support, transfer planning, and student engagement.

• Enrollment Advisors received new transfer guides from Tarleton University, Texas Tech Nursing, and St. Edward's University.
• Ms. Urquiza launched a survey to the entire student body to learn about students' plans after Temple College. More than 300 students participated. The submitted survey results show 205 students planning to transfer to a university (50%), 156 planning to use their degree or credential to obtain a new job (38%), 18 planning to remain in their current position (4%), and 33 who are unsure (8%).

Student Plans Survey
• The top three institutions of transfer interest were Texas A&M University–Central Texas, Texas A&M University in College Station, and The University of Texas at Austin.

Student Athlete Enrollment and Engagement
Reported first-term academic results included the following:
• 49 student-athletes maintained a 4.0 GPA.
• 38 student-athletes maintained a 3.0–3.7 GPA.
• 15 student-athletes maintained a 2.0–2.7 GPA.
• Three student-athletes received a GPA below 1.0.
• Two student-athletes are completing 16-week classes and participating in a research cooperative with Professor Locklin.

Professor Kim George, Co-Chair of the English Department, shared the following feedback: “The athletes did great this semester.”

Student Engagement and Communication
Ms. Urquiza continues using award incentives to encourage students to regularly check and respond to their Temple College email and stay informed about academic, advising, transfer, and campus communications.

Financial Aid
Ms. Mary Daniel, Director of Financial Aid, reports the following Financial Aid activities and service updates for October 2026.

Department Activities and Partnerships
• Ms. Sheila McMillan, Associate Director of Financial Aid, provided a FAFSA information session for Holland High School on October 22.
• The second eight-week disbursement is scheduled for November 6, 2026.

Student Accommodations and International Students
Ms. Misty Reid, Director of Accommodations, F-1 Visa International Student Advisor, and Foster Care Liaison, reports the following October activities and service updates.
International Student Services

Accommodation applications continue to be accepted for fall 2026 and spring 2027.
• A total of 220 students are receiving disability-related accommodations during Fall 2026.
• A total of 16 students are receiving Title IX pregnancy accommodations.
• A total of six students are receiving student-parent accommodations.

Department Activities and Partnerships
• October 2: Presented virtual ElevateEDU training for faculty and staff on disability laws, Title IX pregnancy and student-parent legislation, and implementing accommodations.
• October 9: Presented a second virtual ElevateEDU accommodations training for faculty and staff on these topics.

• October 9: Participated in an online regional pregnancy and parenting check-in with student-parent liaisons across the state to discuss issues and challenges students face in higher education.
• October 13: Met with Veterans Affairs and Career and Transfer staff to begin planning the Operation Opportunity Job and Transfer Fair, to be held April 15 at Temple College.
• October 21: Attended the TX AHEAD virtual fall conference for professional development on supporting students with disabilities in higher education.

Student Life
Dr. Shannon Bralley reports that Ms. Zamika Wagner has been hired as Temple College's new Director of Student Life, effective November 16. Ms. Wagner joins the College from Texas A&M University-Central Texas, where she serves in a similar role.

Temple College hosted the 2026 Ruth Bridges Fall Festival on October 24, welcoming hundreds of community visitors to campus. More than 30 groups hosted themed tables and distributed candy. The event featured inflatables, food trucks, a costume contest, free face painting, and a soft playscape for younger children. Student athletes gave out 'autographs' to young visitors. Festive costumes and activities helped create a welcoming, family-friendly experience for the community.

Student Success Center
Ms. Cynthia Martinez, Director of the Student Success Center, reports the following activities and service updates for October 2026.

The Center completed its final Allied Health Study Session for students interested in Nursing, Polysomnography, Dental Hygiene, Radiologic Technology, and Surgical Technology. More than 60 students registered for the October 2 session, which provided preparation in Vocabulary and Science. Students expressed appreciation for the additional support as they prepared for their entrance examinations.
During October, tutoring services supported 302 duplicated student visits and provided a total of 308 tutoring hours.

Testing Center
Ms. Monique Gibson, Director of Testing, reports during Fall 2026, the Temple and Hutto Testing Centers experienced a significant increase in demand while supporting Temple College students, external institutions, community partners, and workforce.

Service Activity and Outcomes
• Increase in external proctoring services, reflecting expanded outreach and partnerships with institutions, including Rio Salado and Navarro College.
• Facilitated TCOLE examinations for Limestone County and surrounding areas, as well as TCOLE and D2L examinations for Temple College Police Academy cadets.
• Implemented remote TSIA2 testing for prospective Temple College students, including students residing outside of Texas and internationally.
• Administered and updated HVAC and TSTC examinations at the Hutto Testing Center.
• Provided CASA testing services in collaboration with Adult Education and Literacy (AEL) for GED and ESL testing at the Hutto Testing Center.
• Provided services for Texas Commission on Fire Protection (TCFP) examinations, supporting fire departments utilizing both the Hutto and Temple Testing Centers.

• Experienced an increase in HESI and ATI testing due to October application and admission deadlines.

The department plans to continue growth, collaboration, and service improvements throughout the 2026–2027 academic year while providing a welcoming, supportive, and efficient testing environment.

Veterans Affairs
The Veterans Excellence Center reports the following Veterans Affairs activities and service updates for October 2026. The Center continues providing certification and support services to military-affiliated students throughout Fall 2026.

Student Veterans of America Temple College Chapter
On October 13, James Nickerson with the Texas Veterans Commission presented the chapter with a certificate recognizing its efforts and commitment. The chapter's student veterans and military-affiliated students continue to demonstrate leadership and service to the campus and community.



Upcoming VA Activities
• November 14: Women Veteran Resource Fair
• November 17: Kalahari event
• November 21: Veterans' Assistance Day

FINE ARTS

- UMHB Guest Artist: David Hill presented an artist talk "Vessels and Vestments" on Thursday, October 22nd at the Workforce and Visual Arts Building.
- Melissa Green, Associate Professor of Communication and Theatre directed the play *Wait Until Dark* for Waco Civic Theatre. She also designed costumes for the TC theatre production of *Sophocles' Antigone*.
- Lily Penfold, Assistant Professor of Communication, attended the Texas Speech Communication Association conference in Rockwall.

- Michael Donahue, Professor of Visual Arts, and Deric Ence, Visual Arts Department Chair represented Temple College Visual Arts at the TASA conference in Odessa.
- Guest Artist: Baylor Professor of Musical Theatre, Lexie Rains, presented a masterclass on musical theatre techniques to our MT majors.
- Dr. Nathan Siegel, Assistant Professor of Music, presented a solo percussion recital at Texas Lutheran University on October 23. He also brought the Temple College Jazz Ensemble to Waco to perform for the Music Association of Central Texas Fall Music and Arts Festival on October 24.
- Priscilla Santana, Dean, brought the TC Vocal Point to the Temple Civic Theatre to perform at the Fall Festival on Saturday, October 24th.
- Dr. Benjamin Irom, Professor of Music, led the Temple Jazz Orchestra in a joint concert with the Waco Jazz Orchestra on October 27. He is also set to judge the TMEA All-State Jazz Piano auditions in November 2026.
- Benoit Symposium Guest artist David Thompson presented a percussion recital on October 25.
- Dr. Derek Mudd, Department Chair for Communication, Theatre, and Humanities is directing the Fall theatrical production, *Sophocles' Antigone*, a new version of the Greek tragedy adapted by Georgia-based playwright, John Patrick Bray. This was the theatre program's 4th collaboration with playwrights on adaptations and the first non-comedy produced by the new theatre program.
- Jessica Just, Assistant Professor of Visual Arts, and her visual arts students will be visiting Armstrong Browning Library for hands on interaction, studying photography from 1800's archival sources on October 28th.

Upcoming Events:

- Theatre Department presents Sophocles' *Antigone*: Friday November 6th and Saturday November 7th, 7;30p.m. Backstage Theatre $10 Adults, Students Free
- 47th Annual Central Texas Art Competition & Exhibition Reception: Saturday, November 7th, 6:00p.m. Workforce and Visual Arts Building. Runs until December 2nd.
- Temple College Jazz Ensemble joint concert with Temple High School Highlighters: Sunday, November 8th 3:00p.m. Mary Alice Marshall Performing Arts Center. $5 Adults, Students Free
- Temple College Chorale Concert "*Sing Out*": Tuesday, November 10th, 7:30p.m. Mary Alice Marshall Performing Arts Center. $5 Adults, Students Free
- Benoit Symposium Series: Guest Artist Mina Ahn, Baylor University, clarinet recital, Sunday November 15th 3:00p.m. Backstage Theatre

EAST WILLIAMSON COUNTY HIGHER EDUCATION CENTERS

Fall classes are going well, and EWCHEC-Taylor and Hutto Centers are both focused on Spring 2027 registration and student advising.

Temple College sponsored two home football games in Williamson County (Taylor Ducks and Hutto Hippos). Staff was on-site to hand out swag and visit with prospective

students and the community prior to the start of the games. Both games were held on October 16th at their respective high school stadiums.

The Hutto Center will be hosting a Fall Celebration Day November 4th at the Hutto campus. This student life event will include food trucks and games for students to enjoy while on campus that day.

EWCHEC Area Student & Community Events this month:

November 2 – Winter Wear Clothing Drive Begins
November 4 – Fall Celebration, Hutto Center
November 5 – Pathways to Possibilities for Hutto 8th grade students
November 10 – Taylor Pre-Legislative Summit, Taylor Chamber
November 11 – Hutto Chamber Luncheon, Hutto Center
November 11 – Greater Taylor Community Foundation Meeting, Taylor
November 12 – Hutto Power Breakfast, Hutto Center
November 14 – Taylor's 150 Event, Taylor
November 16 – Taylor Chamber Luncheon, Taylor
November 17 – Hutto YMCA Inspirational Luncheon, Hutto
November 18 – Taylor CEO Power Breakfast, Taylor
November 25 – Professional Women of Williamson County, Hutto Center

Curriculum Committee Minutes

October 7, 2026 TC MAIN 463

Call to Order: Dr. Susan Guzmán-Treviño

Old Business & Updates:

- Program Reviews
  - Program review
    - Be sure to enter your evaluation and comments at this link within the next 10 days. Everyone in attendance is asked to fill out this evaluation. 2026-2027 Program Review Peer Assessment
    - The presenting department chair will receive an anonymous aggregated report.
    - Presenting chair: be sure to complete a summative evaluation on each program review before the end of the semester in which you present. *Summative Reviews for spring programs are due by the end of the semester.* Send to Dr. Guzmán-Treviño and/or Randi Fishbeck.
  - Business, Management, and Office Occupations – October 2026
    - Isaac Masoner, Department Chair, presented the program review.
    - Some highlights of the presentation include:
      - Twenty percent of this fall's enrollment are dual credit students.
      - Personal Finance course recently required by state.
      - Due to Temple College's rural initiative, business courses are now taught in Taylor and Cameron. We were able to add embedded faculty at several locations.
      - Emerging need from employers – AI skills and soft skills.
      - Student interest in entrepreneurship
      - Future goals for the Business department include implementing a customer Service, marketing and Quick Books certification.
      - WEAVE goal includes increase student success in Spreadsheet class. Still in progress.
      - Challenges of the program are a need for more faculty, and quality professional development relating to business courses.
  - Computer Information Systems – November 2026
  - Child Development – December 2026
  - Engineering Technology/Computer Aided Design – January 2027

- Talent Strong Texas Pathways – Dr. Guzmán-Treviño
  - November Institute will continue to focus on dual credit success and credentialing embedded faculty.
  - There will be a repeat workshop coming in November of Dual Flex Mentor training.
- NCII Rural Guided Pathways Project – Dr. Guzmán-Treviño
  - October Institute will focus on transfer pathways especially in rural ISDs.

- Texas Transfer Advisory Council (TTAC) – Dr. Guzmán-Treviño
    - No update
- THECB Career and Technical Education Guidelines – Dr. Guzmán-Treviño https://reportcenter.highered.texas.gov/agency-publication/guidelines-manuals/career-and-technical-education-guidelines/

    - No update

- SACSCOC/QEP – Dr. Guzmán-Treviño
    - Annual Departmental Report (all departments/divisions).
    - The feedback from site visit was very positive. The SACS reviewers were able to visit three local high schools that participate in Temple College's dual credit program.
    - The 5th year report has been submitted. No response from SACS yet.
- THECB Program Changes – Dr. Guzmán-Treviño
    - Program Modifications and New Program Approvals https://www.highered.texas.gov/new-program-development/

Miscellaneous:

New Business:

- Revised Proposal Forms were presented to the committee. The updates include adding a line for the Division, and updating approval signatures. Randi Fishbeck will email updated forms out to the committee and place a copy in the TEAMS folder.

Curriculum /Degree Plan Changes:

Note: The next meeting is scheduled for **November 4, 2026** immediately following the ESC meeting. Anyone is welcome to attend the meetings as an observer.

MEMORANDUM

From the Office of the Vice President of Administrative Services

To: Temple College Board of Trustees

From: Glenn Graham, Vice President, Administrative Services

Date: November 5, 2026

Re: Notification of Monthly Resignation Report

In accordance with DMD (LOCAL), the College President or designee shall notify the Board as soon as possible after accepting a contracted employee's resignation.

NAME	END DATE	POSITION TITLE
Ann Rabara	9/2/2026	Enrollment Advisor
Cienna McMurry	11/10/2026	Purchasing Coordinator

Budget Analysis Narrative: For the Month Ending October 31, 2026

Revenues:

- **State Funds**
    - **State Appropriations** are slightly lower due to a reduction in appropriation funding by the state for FY 2027.
    - **State Grants and Contracts** are higher due to the timing of grant revenue received**.**

- **Federal Funds**
    - **Federal Grants** are lower due to the timing of federal grant reimbursements.
    - **Title IV Grants** are higher due to the timing of Title grant reimbursements.

- **Local Funds**
    - **Tuition and Fees** are slightly higher due to an increase in enrollment.
    - **Exemptions, Waivers & Discounts** are lower due to fewer exemptions for FY 2027 thus far.
    - **Taxes** are lower due to the timing of tax collections remitted by Bell County,
    - **Other local funds** are higher due to miscellaneous funds collected in the previous year.

Expenditures:

Overall Expenditures are higher due to the compensation increase approved by the Board of Trustees for the 2026 – 2027 operating budget and additional instructional operational expenditures for additional educational programs offered this academic year.

- **Public Service** – expenditures are higher due to additional salary expenditures from Adult Education funded by federal grants.

Net Operating

The net surplus in FY2027 stands at $4.51 million as compared to $5.03 million at this time in FY 2026.

Temple College
Statement of Revenues and Expenditures
For The Period Ending October 31, 2026

	CURRENT FISCAL YEAR			Fiscal Year 2026		
	Approved Budget	Actual 10/31/26	% Actual to Budget	Final Budget	Actual 10/31/25	% Actual to Budget
REVENUES						
Educational & General						
State Funds						
State Appropriations	10,096,293	4,120,256	41%	11,089,880	4,588,377	41%
State Grants & Contracts	972,218	301,083	31%	1,450,819	6,895	0%
Federal Funds						
Federal Grants	1,224,410	70,397	6%	2,153,710	1,763,508	82%
Title IV Grants	8,828,000	5,300,000	60%	8,828,000	3,200,000	36%
Local Funds						
Private Grants, Gifts, & Contracts	5,581,044	0	0%	5,381,046	0	0%
Tuition	11,942,500	6,847,183	57%	11,942,500	6,872,490	58%
Fees	6,119,000	3,594,812	59%	6,119,000	3,393,977	55%
Exemptions, Waivers, & Discounts	(1,470,000)	(592,099)	40%	(1,470,000)	(745,647)	51%
Taxes	26,309,197	32,211	0%	20,102,526	82,245	0%
Other Local Funds	1,489,032	578,066	39%	1,604,032	498,135	31%
Total Educational & General	**71,091,694**	**20,251,909**	**28%**	**67,201,513**	**19,659,980**	**29%**
Transfers from OA to Other Funds						
Use Fees	(1,055,600)	0	0%	(1,055,600)	0	0%
Taxes	(9,211,164)	0	0%	(5,495,860)	0	0%
Parking, Energy Conservation, HVAC	15,000	0	0%	0	0	0%
Other	860,462	0	0%	(1,071,752)	0	0%
Transfer - TIF Remittance	0	0	0%	0	0	0%
Total Transfers from OA to Other Funds	**(9,391,302)**	**0**	**0%**	**(7,623,212)**	**0**	**0%**
Auxiliary Enterprises	**0**	**1,978**	0%	**8,000**	**1,629**	**20%**
TOTAL REVENUES	**61,700,392**	**20,253,887**	**33%**	**59,586,301**	**19,661,609**	**33%**
EXPENDITURES						
Educational & General						
Instruction	20,721,400	3,134,973	15%	19,884,959	3,020,985	15%
Public Service	1,088,530	264,123	24%	1,328,680	146,211	11%
Academic Support	4,372,468	1,035,163	24%	4,018,764	957,584	24%
Student Services	4,914,591	701,806	14%	5,437,218	754,363	14%
Institutional Support	15,028,961	2,705,137	18%	12,329,918	2,480,938	20%
Physical Plant	4,590,835	952,183	21%	4,518,751	727,957	16%
Total Educational & General	**50,716,785**	**8,793,385**	**17%**	**47,518,290**	**8,088,038**	**17%**
Student Aid	**9,456,100**	**6,684,163**	**71%**	**10,685,271**	**6,269,558**	**59%**
Auxiliary Enterprises	**1,427,507**	**262,136**	**18%**	**1,242,638**	**272,004**	**22%**
Contingency for Unexpected Expenditures	**100,000**	**0**	**0%**	**140,102**	**0**	**0%**
TOTAL EXPENDITURES	**61,700,392**	**15,739,684**	**26%**	**59,586,301**	**14,629,600**	**25%**
NET DIFFERENCE	**0**	**4,514,203**		**0**	**5,032,009**	

TEMPLE COLLEGE
WORKFORCE DEVELOPMENT

BLUE ORIGIN

BUILDING THE AEROSPACE WORKFORCE OF CENTRAL TEXAS

Customized Talent Development &
Strategic Workforce Solutions



INDUSTRY PARTNERSHIP

WORKFORCE INNOVATION

PIPELINE DEVELOPMENT

TALENT SOLUTIONS

COMMUNITY IMPACT

STRONGER TOGETHER.
READY FOR WHAT'S NEXT.

THE PIPELINE BEGINS EARLY



Community & Alumni Spotlights → BEST Robotics → Aerospace careers

COMMUNITY & ALUMNI

Four field builders recognized tonight

BEST ROBOTICS

Hands-on engineering and teamwork

HIGH SCHOOL PATHWAYS

Belton & Hutto engineering / CTE

TEMPLE COLLEGE

Robotics, electromechanical, manufacturing

AEROSPACE INDUSTRY

Skilled technicians and engineers

Our workforce strategy starts with inspiring the next generation—not just training today's workforce.

U.S. SPACE FORCE | WHY SPACE MATTERS

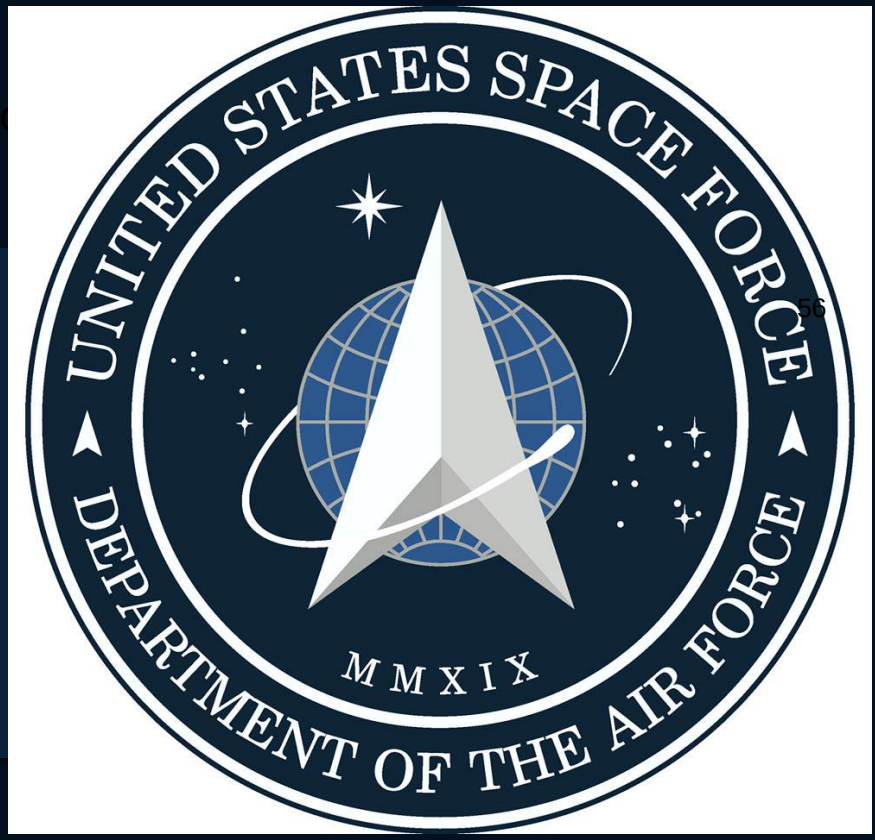
Established 2019 • ~9,400 active-duty Guardians • Protecting critical spac

DEC 20, 2019 | Sixth U.S. military branch

~9,400 active-duty Guardians (Space Force published figure)

ACADEMY | U.S. Air Force Academy, Colorado Springs

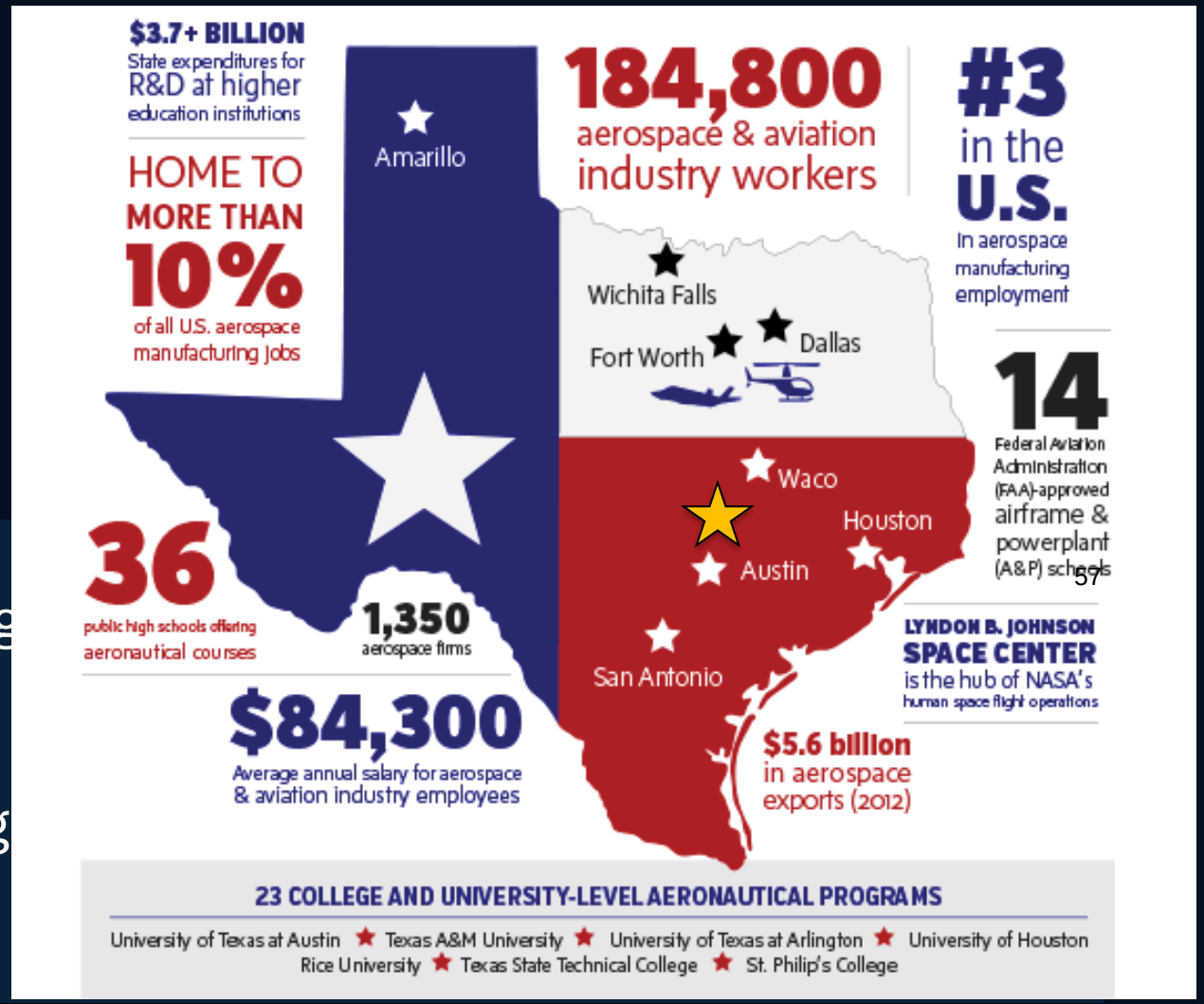
MISSION | Satellites, GPS, communications & space security



WHY TEXAS?

A statewide aerospace ecosystem

- Houston operations and manufacturing
- West Texas launch activity
- Central Texas advanced manufacturing



WHAT IS A SPACEPORT?

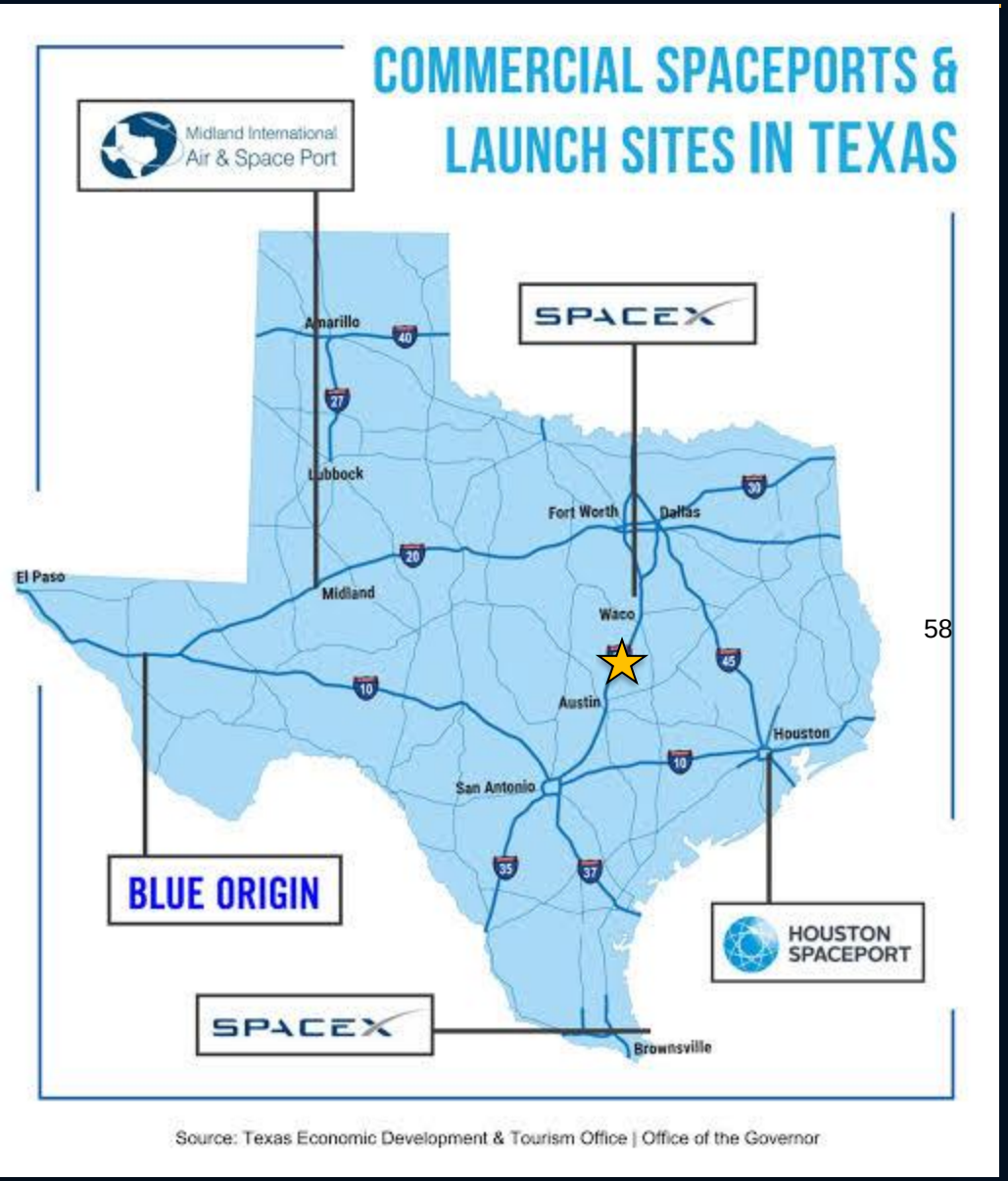
More than a rocket launchpad

Houston Spaceport illustrates how aerospace businesses, testing, production, research and education can cluster in one ecosystem.

Houston operations and manufacturing

West Texas launch activity

Central Texas advanced manufacturing

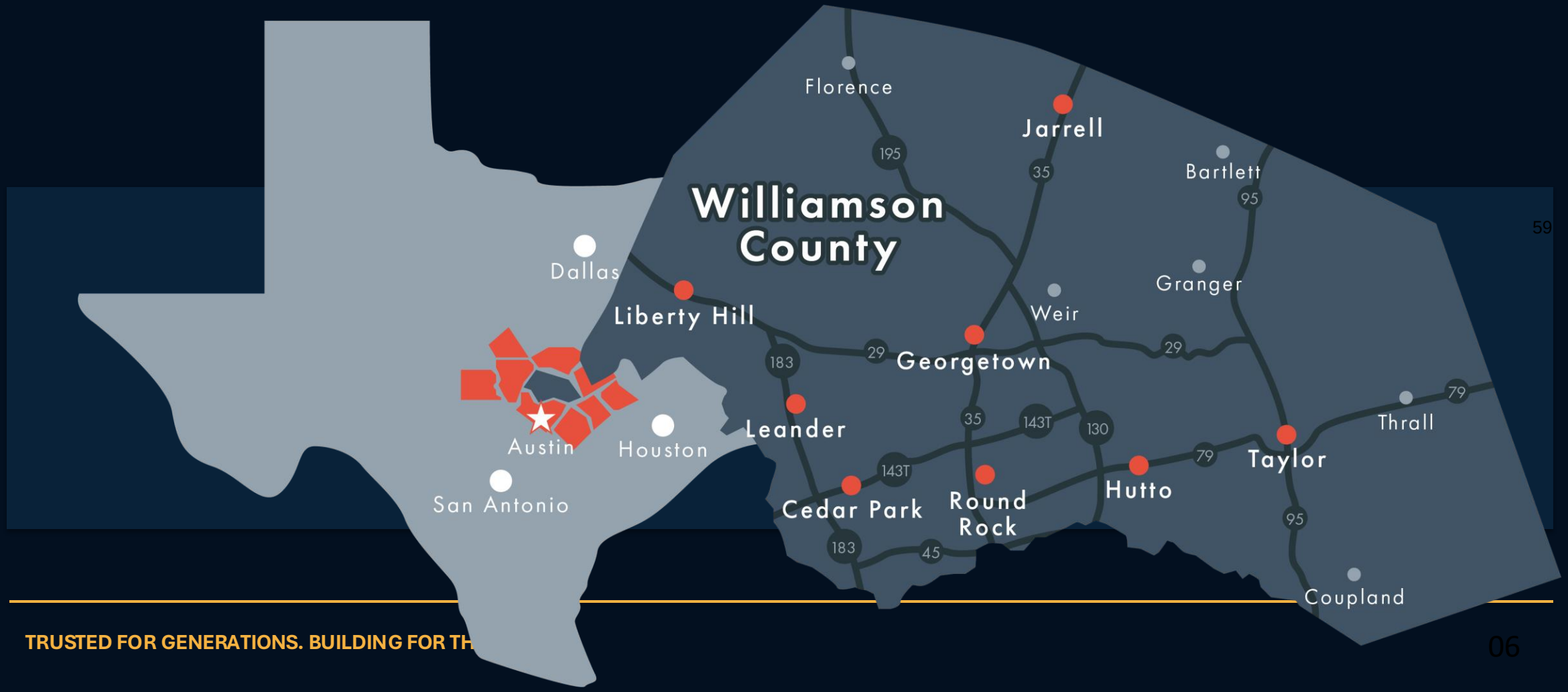


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CENTRAL TEXAS SPACEPORT

An emerging concept—not yet a completed campus

Proposed regional aerospace / defense innovation infrastructure



BLUE ORIGIN CHOOSES HUTTO

Aerospace manufacturing becomes local

Constellation Park • announced October 2026 • satellite and communications manufacturing • more than 2,000 projected jobs
1.3 million sq ft facility

$18.17 million state grant

$554.8M in Capital Investment



OUR INDUSTRY ENGAGEMENT

Relationships preceded the announcement

FIREFLY: hosted at Temple College | SPACEX: repeated discussions, site visit, spring delegation planned | BLUE ORIGIN: met before site selection

Blue Origin Hutto

Satellite & Communications Production: Serves as a central production hub for TeraWave (its enterprise and government satellite network), Quartz (global ground communications), solar arrays, avionics, and satellite hardware

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TWO COMPLEMENTARY PATHWAYS

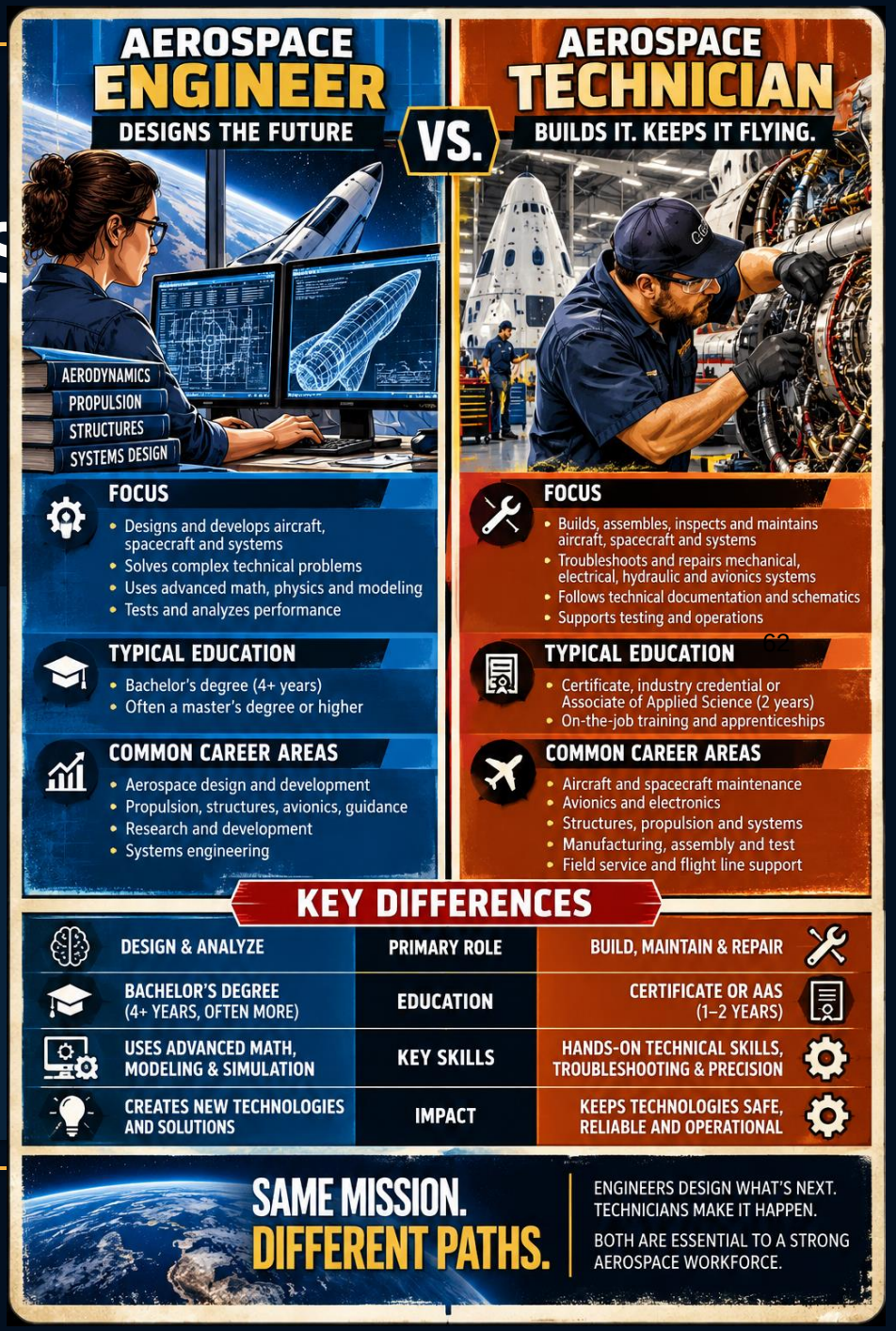
Engineering + specialized technical careers

ENGINEERING: high school → university → design / analysis |

3 applicants for every job

TECHNICIAN: CTE / college → certificates / apprenticeships → build / integrate / test

< 1 applicant for every job



THE TECHNICIAN SKILL STACK



Existing Temple College capabilities translate

Electromechanical systems • integrated robotics • automated manufacturing • electrical diagnostics • precision fabrication • specialty welding • semiconductors • construction • electrical diagnostics • control systems & sensors • additive and subtractive manufacturing



REGIONAL PATHWAYS & SWIFT

Connect high school, college and industry

64

Belton ISD aerospace pathway • SWIFT industry-informed capstones • high school-to-college technician progression • Automation & Robotics

HUTTO: EQUIPMENT ARRIVING TODAY

Technical training is being put in place now



TODAY: new equipment delivered to Hutto ISD | Engineering • electromechanical • integrated robotics • automated manufacturing

Engineering Technology on the planned 2027 TBI Hutto program list | Employer-aligned credentials and technical pathways

Consideration and Approval of Faculty Title Changes – Effective Spring 2027

Staff Recommendation: Approval

The Board is asked to approve the following faculty member title changes. The faculty have met the criteria for the title changes.

Name	Division	Department	Current Title	Requested Title
Lamen Ramirez	Health Professions	Nursing	Assistant Professor	Associate Professor
Michelle Morphis	Health Professions	Radiologic Technology	Assistant Professor	Professor
Dr. Sandra Melendez	Workforce	Engineering Technology	Associate Professor	Professor

MEMORANDUM
Office of the Vice President for Workforce Development
To: Dr. Ponce and the Board of Trustees
From: DeDe Griffith
Date: November 16, 2026

RE: Consideration of Approval of the purchase of one 2027 Freightliner Cascadia truck for the Temple College Commercial Driver License program through Sourcewell Daimler Contract #032824-DAI, funded by the Fund for the Improvement of Postsecondary Education (FIPSE) Driving Forward grant.

Staff Recommendation: Approval
The Board is asked to consider the purchase of one 2027 Freightliner Cascadia truck from Lonestar Truck Group through Sourcewell Daimler Contract #032824-DAI for $185,666.00. The truck will support hands-on instruction in Temple College's Commercial Driver License (CDL) program. The quoted price includes an extended six-year/600,000-mile engine warranty. Funding is proposed through the FIPSE Driving Forward grant.

Purchase Approval

Description
Consider purchasing one 2027 Freightliner Cascadia truck from Lonestar Truck Group through **Sourcewell Daimler Contract #032824-DAI** for Temple College's CDL program, funded by the FIPSE Driving Forward grant.

Recommendation

The Board is asked to approve the purchase of one 2027 Freightliner Cascadia truck, including the quoted extended engine warranty, for a total of $185,666.0, funded by the FIPSE Driving Forward Grant.

Background

Temple College is developing its CDL training program through the FIPSE Driving Forward grant. Purchasing a truck will provide equipment for instructor-led training and support the College's ability to deliver commercial driver instruction.

The proposed truck will give students practical experience with commercial vehicle systems and operating procedures as they prepare for Class A CDL testing and employment in transportation and logistics.

Purpose

The proposed purchase is one 2027 Freightliner Cascadia sleeper-cab truck. The accompanying vehicle specification sheet identifies the following features:

- Detroit DD15 engine rated at 505 horsepower
- Detroit DT12-1750-OH transmission
- 72-inch raised-roof sleeper
- Tandem rear axles, air suspension, and an air-slide fifth wheel
- Stock #VSXP1509; VIN 3AKJJHDR6VSXP1509

The truck will support instruction in vehicle inspections, vehicle control, backing and maneuvering, coupling and uncoupling, and road driving. The purchase will provide students with experience using equipment representative of commercial trucking operations.

Fiscal Impact

The purchase will be made through Lonestar Truck Group utilizing Sourcewell Cooperative Purchasing Program, Temple College Member Account #90050 and Daimler Contract #032824-

DAI, ensuring a competitive, compliant, and cost-effective procurement process. Funding will be drawn from the Capital Campaign Equipment & Naming Fund.

Funding will be drawn from the **FIPSE Driving Forward grant**.
Purchases made through Sourcewell satisfy competitive bidding requirements in accordance with **Texas Education Code § 51.9335** and the Texas Interlocal Cooperation Act **(Texas Government Code Chapter 791)**. This cooperative program has utilized an open competitive proposal process to evaluate the best value, allowing the institution to satisfy state procurement requirements while capturing volume-discount efficiencies.

The quoted purchase price is below:

Cost component	**Amount**
Chassis price before Sourcewell discount	$267,412.00
Chassis price after Sourcewell discount	$180,851.00
2027 model year increase	$3,250.00
Tariff charges	$5,000.00
Extended EW4 6YR/600K engine warranty	$7,765.00
Total chassis price	$196,866.00
Special customer discount	($11,200.00)
Total purchase amount for one truck	**$185,666.00**

Total Purchase Amount: $185,666.0
Funds Available
_____ Budgeted
_____ Fund Balance
X Other: FIPSE Driving Forward grant

Approved:

Dr. Gisela Figueroa Date
Associate Vice President for Finance

TEMPLE COLLEGE
TEMPLE HUTTO TAYLOR

Approved:

Glenn Graham Date
Vice President for Finance

Lonestar Truck Group

Temple 4848 North General Bruce Dr Temple, TX 76501

Main: 888-500-0537

SOURCEWELL QUOTE SHEET

10/30/2026

Temple College
2600 S First St
Temple, TX 76504

Member Account # 90050 Daimler Contract # 032824-DAI

2027 MY Freightliner Cascadia

Chassis Price	
Pre Discount Price:	$267,412
Sourcewell Discount:	(32.37%)
Discounted Price to Sourcewell Member:	$180,851
Non Discountable Items	
2027 MY Increase:	$3,250
Tariff Charges:	$5,000
Extended EW4 6YR/600K Engine Warranty:	$7,765
Total Chassis Price:	$196,866
Special Customer Discount:	($11,200)
Total Sales Price with Discount:	$185,666
Quantity:	1
Final Selling Price:	$185,666

Lonestar Truck Group | Waco

4800 NORTH INTERSTATE 35

WACO TX, 76705

(254)752-9735

2027 Freightliner PJ126SLP

Vehicle Details	
Stock#	VSXP1509
Year	2027
Make	Freightliner
Model	PJ126SLP
VIN	3AKJJHDR6VSXP1509
Odometer	859
Color	WHITE ELITE EY
Interior Color	MIDNIGHT
Wheelbase	231
Frame	Standard Steel
GVWR	52,500
Fifth Wheel	AIR SLIDE
Steering	TILT TELESCOPIC
Driver Seat	AIR RIDE
Passenger Seat	AIR RIDE
Radio	BLUETOOTH & SATELLITE
Sleeper	
Sleeper	72
Sleeper Type	Raised Roof
Engine	
Engine	Detroit
Engine Model	DD15
HP	505
Engine Brake	Yes
Transmission	
Transmission	Detroit
Transmission Model	DT12-1750-OH
Speeds	DT12-1750-OH spd
Axle Information	
Axles	Tandem Axle
FA Weight	12,500
RA Weight	40,000
Ratio	2.64
Suspension	
Suspension	40,000
Suspension Type	Airliner
Fuel Tank	
Tank LH	140
Tank RH	140
Wheels/Tires	
Tire Size	295/75R22.5



Call Us!!

For More Info Contact: Lance Robelia | (254)749-8551 | Lance.Robelia@tntxtruck.com

TEMPLE COLLEGE
TEMPLE HUTTO TAYLOR

MEMORANDUM
Office of the Chief Information Officer

To: Dr. Ponce and the Board of Trustees

From: Caleb Hogue

Date: November 16, 2026

Re: Consideration for approval of the purchase and installation of additional Audio/Visual Equipment in the Workforce/Visual Arts Lobby from Avinext through the TIPS cooperative.

Staff Recommendation: Approval

The Board is asked to approve the purchase and installation of additional Audio/Visual Equipment in the Workforce/Visual Arts Lobby from Avinext through the TIPS cooperative.

TEMPLE COLLEGE
TEMPLE HUTTO TAYLOR

Purchase Approval

Description: Consideration for approval of the purchase and installation of additional Audio/Visual Equipment in the Workforce/Visual Arts Lobby from Avinext through the TIPS cooperative.

Recommendation: The Board is asked to approve the purchase and installation of additional Audio/Visual Equipment in the Workforce/Visual Arts Lobby from Avinext through the TIPS cooperative.

The Workforce Lobby has become an excellent meeting space for large groups in the Workforce/Visual Arts building. With the addition of the large DirectView LED screen and the speaking podium, this space has been utilized for visiting speakers, poster presentations, art gallery openings, and many other uses. In order to support these and many other functions in the future, this proposal would add permanent audio equipment with microphones to the space and allow for wireless video presentation to make the space more flexible. This would reuse and adjust the existing speakers in the space while providing four new microphones

The existing College-owned displays, furniture, infrastructure, and other equipment will continue to be used. The project also includes system design documentation, on-site training following installation and testing, and three years of on-site warranty coverage and support.

Proposals from three audio/visual solution providers were reviewed to evaluate potential solutions for this room. Based on the proposed system design, ability to meet the College's needs, recommendations from other colleges familiar with their work, and proximity to the College, Avinext was selected as the preferred vendor for the project. Avinext is based in College Station, Texas.

The Board of Trustees is asked to approve purchases of Audio/Visual Equipment and installation services in the amount of $46,420.30. The contract is offered through The Interlocal Purchasing System (TIPS) Contract 250106 Technology Solutions, Products and Services. This contract 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 Chief Financial Officer to approve the contract and to approve any change orders up to the amount allowed by Texas Education Code 44.0411.

Funds Available:
_____ Budgeted
_____ Fund Balance
___X___ Other: Bond Funds

Approved:

_____ _____

Christina Ponce
President

Date

Avinext

YOUR TECHNOLOGY SOLUTIONS COMPANY

IT - Security - AV



Proposal

Workforce Lobby AV Upgrades

Temple College

2600 S First St
Temple, TX 76504

Presented to: **Caleb Hogue**

Presented by: **Jonathan Reed**
On 11/6/2026

1400 University Drive East
College Station, Texas 77840

979-846-9727
Sales@Avinext.com

Avinext.com

Executive Summary

The Workforce Lobby is a large open gathering space outside of the Michael Donahue Gallery- which is a split/combine classroom that features the AV rack for the Workforce Lobby. After this AV system was installed- a 135” DVLED was installed in the Lobby.

It has become a large gathering space, the customer has staged a lectern and portable powered speakers. This has led to hazards by cabling installed.

Avinext aims to resolve the cabling trip hazards by providing a wireless video solution for the DVLED, and tuning existing speakers in aims to allow for the portables to be removed.

Though the current space has different acoustical and material concerns, Avinext aims to create a seamless look and feel. The proposal provided outlines our plan to alleviate the concern for safety while enhancing the gathering space for future needs and usage.

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Avinext

Your Technology and Managed Service Solution

With Avinext on your side, you receive the same knowledge, level of expertise, and impeccable service you might experience with providers from larger cities but with the friendliness of home—and all with faster response times.

Our Difference

PEOPLE

Our experienced and courteous Avinext professionals always put the customer first and become a vital part of your team. If you are not completely satisfied with our solutions, we WILL make it right!

EXPERTISE

For more than 35 years, our highly trained staff has provided unmatched technology expertise, striving to stay ahead of innovation so our customers always have access to the latest and greatest solutions.

APPROACH

We clearly communicate every solution we recommend, but only after we take the time to fully understand your business. We won't use any confusing jargon or hard-sell tactics, so you can be sure your service meets your specific needs.

Our Proven Process

COMPLIMENTARY CONSULTATION

Avinext learns more about your specific business, your challenges, and your objectives.

ASSESSMENT

Our experts conduct a comprehensive assessment to identify needs and opportunities.

PROPOSAL

Our proposal includes cost estimates, scope of work, and course of action.

EXECUTION

Implementation of the agreed upon plan.

ONGOING SUPPORT

We continue to care for and nurture your solution to minimize downtime and keep your business running at peak performance.

Repeat!

Why Us

OUR SOLUTIONS

Avinext solutions are tailored to your specific needs, whether you need a short-term audio-visual, security, or IT networking and infrastructure project or long-term managed services, we have the right solution for you.

IT

First class technology services with multiple options to remotely monitor IT infrastructure and end-user systems on a proactive basis.

SECURITY

Stay at the forefront of technology innovation with world-class security for equipment, for customized video, and access control management.

AV

Truly connect, whether reaching 1,000 people or one-on-one. Avinext provides AV solutions for a wide range of audiences and environments.

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Scope of Work

Video System

Video Inputs

- There's currently an HDMI taped across the floor to the customers' lectern, which is a direct input to the customers' wall mounted DVLED.
  - Avinext will provide a Wireless HDMI sharing device with USB-C puck, to eliminate the cabling trip hazard

Audio System

The goal is to update the QSC system and test the ceiling speakers already installed in the Workforce Lobby. Once tuned and tested, Avinext will provide the customer feedback for further ceiling speaker enhancements if required. Ideally this set up being tuned properly and easier to navigate on the Touch Panel for end users- will allow for the temporary powered speaker set up to be removed.

- The customers existing QSC Core 110F will remain as the system DSP
  - Avinext to update/test the DSP file
- The customers existing QSC Amplifier and speakers will remain
- The customers existing QLXD single channel mic receivers will remain apart of the split/combine classroom
- Due to rack space and mic channel needs, a different microphone series will be provided for the Lobby- as the QLXD does not offer a 4-channel chassis option:
  - (1) Shure ULXD Series Quad Channel Wireless Microphone Receiver will be installed
    - (2) SM 58 Handhelds will be provided
    - (1) ULXD1 Bodypack with Lapel will be provided
    - (1) ULXD8 Gooseneck will be provided
    - Field Antennas will be installed to promote reliable wireless signal coverage for the Lobby
    - (4) Rechargeable batteries and (2) dual battery charging stations will be provided

Control System

- The customer will provide DSP/Control code for Avinext to edit
- The customer will provide an Ipad for wireless end user interface, a GUI page for the Lobby features will be generated for wireless control in the lobby
  - Wi-Fi network coordination required with customer

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Furniture and equipment

- The customers' existing rack & lectern/podiums will be utilized

Owner Responsibilities

- Owner to provide as-built schematics and code from previous vendor
  - Final project budget confirmation from Avinext once as-built is reviewed to verify compatibility in design

Project Assumptions

- OFE (Owner Furnished Equipment) is assumed to be in working order
  - Avinext will present a change order to remedy faulty owner equipment observed during project commissioning
- Out of scope additions or revisions after project acceptance are subject to change order presentation for parts & labor
- Assumes project installation will take place during standard business hours, Monday to Friday 8AM to 5PM
  - After-hours or weekend requests are subject to change order presentation
- The customer will provide their lift for working heights required in the project

Avinext Design Services

Avinext will document and update the entire system design document set to provide the best support for the system moving forward.

These design documents will be generated after this proposal is accepted, prior to system installation.

RCP	Elevations	System Schematics	Rack Elevations	As-Built Update
X	X	X	X	X

System Training

Silver training is included after system updates are completed:

- **Training: Silver**
  - ***One time** Scheduled on-site 2-hour training for 1-3 end users

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Budget

QTY	Description	UNIT Price	Total Price
1	TIPS Contract 250106 Technology Solutions, Products and Services	$0.00	$0.00
1	Labor for AV Upgrades	$18,946.00	$18,946.00
1	Materials for AV Upgrades	$22,125.30	$22,125.30
1	Optional 3 Year On-Site Warranty	$5,349.00	$5,349.00
		SubTotal	$46,420.30
		Sales Tax	$0.00
		Total	$46,420.30

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Avinext

Avinext Limited Installation Warranty



Avinext warrants labor for 30 days starting at substantial completion unless stated otherwise on the original invoice or Statement of Work. This warranty covers all equipment sold and installed by Avinext as part of the original installation. The limited warranty covers parts, labor, and standard shipping required to return the system to proper working condition. Extended warranty may be purchased and will be indicated on the original invoice or Statement of Work if applicable.

THE LIMITED WARRANTY COVERS THE FOLLOWING

- Improper workmanship directly associated with the installation of equipment by Avinext personnel
- Premature failure of equipment due to normal operation (as determined by Avinext and/or the manufacturer)

THE LIMITED WARRANTY DOES NOT COVER THE FOLLOWING

- Consumable items such as batteries
- Ground loop problems caused by faulty or dirty power
- Routine maintenance as recommended by the manufacturer or as conditions require
- Programming changes
- Firmware or software updates made available by the manufacturer after the original installation
- Requests for service due to operator error
- Service required as a result of negligence, misuse, or attempted repairs by anyone other than Avinext or the manufacturer
- Connections or dis-connections made by others
- Removal or reinstallation of equipment
- Damage caused by lightning, electrical surges, brownouts, overloaded circuits, or acts of God

The warranty statement above describes the Avinext Limited Installation Warranty and begins at substantial completion. However, this warranty does not change or modify the manufacturer's warranty in any way. Consult the owner's manual for details about the manufacturer's limited warranty.

For incidents where warranty status can only be determined by a service visit, Avinext will send a technician onsite to diagnose the problem.

If the problem is determined to be a non-warranty issue, Avinext will inform client of warranty status, seek authorization to proceed on billable work, and the customer will be responsible for paying for the initial service event to diagnose the problem regardless of whether they chose to repair the system. Avinext will require written authorization (and a PO if applicable) to complete the service work for problems deemed non-warranty. Standard service and travel rates apply. Avinext will make a best effort to restore system functionality as quickly as possible.

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OWNER FURNISHED EQUIPMENT

If owner is providing equipment (racks, furniture, electronics, etc.) to Avinext for installation, owner agrees to have equipment delivered to site or other agreed upon location in advance of commencement of work.

Failure to provide equipment in a timely manner may result in delays to the project schedule and completion.

WORKSITE RESPONSIBILITIES

Provide access to the work site during agreed upon times for work to be performed Monday thru Friday from 8am to 5pm.

Ensure that during agreed upon work times, client shall provide keys, ID badges, security clearance, parking, and access to loading docks as may be required by Avinext.

Client understands that if work is stopped at their request that it may result in changes to project schedule or result in rescheduling of the project.

Client shall inform Avinext of any work areas where it has knowledge or reason to believe that facility may have hazardous materials such as Asbestos, Lead, or PCB's.

ELECTRICAL, DATA, FIRE ALARM AND TELECOM PROVISIONS

Client acknowledges that Avinext is not a certified electrician and will not provide any electrical wiring and/or connections. All power connections will be the responsibility of owner unless otherwise specified in the scope of work. It is recommended to have security controllers directly wired to a circuit with battery backup.

Client also agrees to provide necessary Data, CATV, and/or Telecom connections required to connect to equipment as necessary, including switch ports and POE capacity.

Client is responsible for coordination with customer's Fire Alarm vendor for any code required system integration to fire alarm system and to have Fire Alarm vendor present for any required AHJ inspections.

Client is responsible for any required programming of client's existing phone system to integrate with Avinext installed systems.

PROJECT MANAGEMENT PROCESS

Changes are a common occurrence in any project. However, if not managed properly changes can create problems for both the client and Avinext. Common problems caused by changes are project delays, unanticipated cost increases, prolonged construction in work areas, reduced testing and training opportunities, etc.

Unless specifically defined in the Statement of Work, it is agreed that e-mail will serve as the preferred method for all communication relating to this project.

Client agrees to involve necessary personnel from their organization in the planning phases to ensure that sufficient input is gathered up front and incorporated into a final design.

Prior to acceptance of the scope of work, owner will identify a project manager to be a liaison between Avinext and owner's organization.

Client agrees that it is in everyone's best interest if communication between the parties is channeled through the designated Avinext project manager to avoid miscommunications between client, owner, and contractor.

Any changes requested by client shall be communicated via a written change order request by e-mail and said changes are not considered to be accepted until the designated Avinext contact has responded in writing, and any price changes or changes to the scope of work have been signed by both parties.

Client agrees that Avinext installation personnel will NOT be asked to change or modify the project while they are working onsite. Avinext installation personnel are NOT authorized to implement changes and have specifically been instructed not to do so.

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Avinext

How to Get Service

CONTACT
Service Department

(979) 846-9727, option 1
Ticket@Avinext.com

Service Request

Please include the following information in your service request to expedite the processing of service:

1. **PRIMARY CONTACT**
   name, number and email
2. **EQUIPMENT MODEL**
   and serial number
3. **ORGANIZATION**
   or department name
4. **DETAILED PROBLEM DESCRIPTION**
   including what you were doing when the issue occurred
5. **ROOM AVAILABILITY**
   and contact for the facilities coordinator to expedite scheduling and ensure access to the equipment
6. **LOCATION**
   including building/room number and/or physical address



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College Station, Texas 77840

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TEMPLE COLLEGE
TEMPLE HUTTO TAYLOR

MEMORANDUM
Office of the Chief Information Officer

To: Dr. Ponce and the Board of Trustees

From: Caleb Hogue

Date: November 16, 2026

Re: Consideration for approval of the purchase and installation of Audio/Visual Equipment in the Health Science 4th Floor Flex Space from Avinext through the TIPS cooperative.

Staff Recommendation: Approval

The Board is asked to approve the purchase and installation of Audio/Visual Equipment in the Health Science 4th Floor Flex Space from Avinext through the TIPS cooperative.

TEMPLE COLLEGE
TEMPLE HUTTO TAYLOR

Purchase Approval

Description: Consideration for approval of the purchase and installation of Audio/Visual Equipment in the Health Science 4th Floor Flex Space from Avinext through the TIPS cooperative.

Recommendation: The Board is asked to approve the purchase and installation of Audio/Visual Equipment in the Health Science 4th Floor Flex Space from Avinext through the TIPS cooperative

The Temple College Health Sciences 4th Floor Flex Space was designed to be flexible for any event, student function, or student and staff need possible. To help outfit this space, the college purchased three mobile displays to support the smaller events. As the space's needs grow, the IT department recommends building out the space with audio/visual equipment to support any possible event or function.

This proposal includes adding ceiling speakers and wireless microphones to the space to support any poster presentations, pinning ceremonies, or other events in this space without having to set up a temporary portable system. This proposal also includes an additional portable 135-inch ViewSonic display to provide visual support across the entire space for larger events, along with all of the infrastructure and cabling needed to support these functions. The capabilities of this space would be similar to the spaces in the Workforce/Visual Arts conference room or the Harry B. Macey Conference Center in Temple Main, while allowing all of the equipment to be portable and movable if the space needed to be cleared for another event or for student study space.

The existing College-owned displays, furniture, infrastructure, and other equipment will continue to be used. The project also includes system design documentation, on-site training following installation and testing, and three years of on-site warranty coverage and support.

Proposals from three audio/visual solution providers were reviewed to evaluate potential solutions for this room. Based on the proposed system design, ability to meet the College's needs, recommendations from other colleges familiar with their work, and proximity to the College, Avinext was selected as the preferred vendor for the project. Avinext is based in College Station, Texas.

The Board of Trustees is asked to approve purchases of Audio/Visual Equipment and installation services in the amount of $193,881.52. The contract is offered through The Interlocal Purchasing System (TIPS) Contract 250106 Technology Solutions, Products and Services. This contract 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 Chief Financial Officer to approve the contract and to approve any change orders up to the amount allowed by Texas Education Code 44.0411.

Funds Available:
_____ Budgeted
_____ Fund Balance
___X___ Other: Bond Funds

Approved:

_____ _____

Christina Ponce Date
President

Avinext

YOUR TECHNOLOGY SOLUTIONS COMPANY

IT - Security - AV



Proposal

Health Science 4th Floor Flex Space

Temple College

2600 S First St
Temple, TX 76504

Presented to: **Caleb Hogue**

Presented by: **Jonathan Reed**
On 11/6/2026

1400 University Drive East
College Station, Texas 77840

979-846-9727
Sales@Avinext.com

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Executive Summary

The goal for this open space is to provide a split/combine style AV system in which the goal is for flexible set up by the customer, in which a variety of locations can be “patched in” for video input and output purposes.

A speaker system is proposed that will support content audio and in-room voice lift for presentations. Due to a drywall “rectangle” offset in the near middle of the room which houses HVAC ducting- the room will be described as “A Side” which is larger- and “B Side” which is smaller due to this “rectangle” being a natural room split architectural point.

Avinext has generated a supplemental marked up PDF which shows the proposed A/B sides and their general sizes. Each side will be able to function as its own standalone AV system or combined into one large space.

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Scope of Work

Video System

The Video system proposed will be a QSC IP Video encoder/decoder solution, which allows for source routing from each input to each output.

Video Inputs

- (4) Total Input locations will be staged for end user video connection. These will be labeled network keystone jacks for AV purposes only, in which the lectern will have a QSC encoder installed and when patched in, will activate the QSC video system on the AV POE Network switch. This will empower a variety of locations to stage the lectern workstations for end users.
  - (2) for the A Side
  - (2) for the B Side
  - *Final locations can be verified in project final design*
- There will be (2) QSC Encoders provided for each new Spectrum Lectern. A wireless video sharing device will be installed in each lectern and route directly into the encoder. A pass-thru HDMI will be staged tabletop of the lectern for end user BYOD input connection, which when connected will override the wireless video sharing signal. The second encoder at each lectern will support a dedicated customer PC

Video outputs

- (6) Total Output locations will be staged for end user video connection. These will be labeled network keystone jacks for AV purposes only, in which the owners displays will have a QSC encoder installed and when patched in, will activate the QSC video system on the AV POE Network switch. This will empower a variety of locations to stage the lectern workstations for end users.
  - (3) for the A Side
  - (3) for the B Side
  - *Final locations can be verified in project final design*
- There will be (4) QSC Decoders provided for (3) described owner provided displays to be utilized in the space all at once
  - (2) OFE 98” displays on stands will each have (1) QSC Decoder
  - (1) OFE 136” Foldable stand DVLED will have (1) QSC Decoder
  - (1) New 136” Foldable stand DVLED will have (1) QSC Decoder
  - *Additional decoders would be required for more displays to be utilized at the same time*

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Audio System

- (1) QSC MPA-Q series networked amplifier will be installed to power both A and B side ceiling speakers, Ease Address audio software was utilized to verify room dimensions and standing speaker height for speaker coverage in the space:
  - A-SIDE: (15) QSC AD Series 6.5” Ceiling Speaker will be installed into the T-Grid Ceiling
  - B-SIDE: (9) QSC AD Series 6.5” Ceiling Speaker will be installed into the T-Grid Ceiling
  - *Each described side will have its own independent volume adjustment*
- Ceiling Subwoofer enhancement is presented as an optional upgrade to the audio in this system
  - A-SIDE: (6) QSC AD Series 8” Ceiling Subwoofers will be installed into the T-Grid Ceiling
  - B-SIDE: (4) QSC AD Series 8” Ceiling Subwoofers will be installed into the T-Grid Ceiling
  - An additional QSC Amplifier is included in this breakout budget which includes parts + Labor from Avinext
  - *Each described side will have its own independent volume adjustment*
- A Shure ULXD wireless microphone system will be provided that will see each lectern populated with rechargeable microphones & battery charging stations to support:
  - (1) Wireless Gooseneck
  - (1) Wireless bodypack with lapel
  - (2) Wireless handhelds
  - This design sees (2) Quad Receivers installed in the AV rack to support both systems operating independently in split A/B mode, and in combined full room mode
  - Antenna distribution will be installed for reliable wireless signal

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Control System

- (1) QSC Core 8 Flex will serve as the system DSP & Core Control Processor
  - Control & DSP Programming by Avinext
- (2) QSC 7" Wall mounted Touch Panels will be installed; one for each room side; Avinext will program the GUI (Graphical User Interface) to include:
  - Wireless Microphone Mute/Unmute, volume adjustment
  - Display ON/OFF and Input Selection
  - Ceiling Speaker Volume UP/DOWN
  - Split/combine modes
- Avinext has included programing time to provide a mirrored GUI control for (1) owner provided wireless solution (such as an iPad)
- (1) POE AV Switch will be installed in the AV Rack
  - To power field AV devices, and support Dante networked audio traffic. Switch not required to connect to owners LAN
    - *This rack location will be right next to the owners LAN 2-post rack if LAN ports are required for AV devices*

Furniture and equipment

- (2) Temple College Standard Spectrum Industries Pivot Premier 48" lecterns are included in the Avinext budget
  - Assembly by Avinext included
  - Per previous Spectrum designs, the Temple College logo, color scheme, and accessories are included in the budget presented
    - Accessories include CPU sling, Keyboard tray, and 48" undermount AV channel
    - *PC's and Monitors for the lecterns provided by owner*
- (1) Middle Atlantic BGR Series 45 RU rack will be installed
  - Design Goal: To replace the unused 2-post rack location in IDF 412
  - (1) 9-outlet 1RU rack mounted surge protector will be installed
  - (1) Rack fan kit will be installed
  - (1) 10-Outlet vertical power strip will be installed
  - Avinext to furnish lacing bars for cable management and blank/vented panels between devices for a clean finish look
- Existing low voltage cabling pathways above the T-Grid ceiling will be utilized, once cabling enters the IDF the existing cable trays will be followed neatly and new cabling will land into the new AV 4-post rack location

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Project Assumptions

- OFE (Owner Furnished Equipment) is assumed to be in working order
  - Avinext will present a change order to remedy faulty owner equipment observed during project commissioning
- Out of scope additions or revisions after project acceptance are subject to change order presentation for parts & labor
- Assumes project installation will take place during standard business hours, Monday to Friday 8AM to 5PM
  - After-hours or weekend requests are subject to change order presentation
- High Voltage electrical installation not included by Avinext; to be purchased by the customer
  - Planned input/output locations can be coordinated with the customer where power is already local to that location, negating the project expense of requiring additional power installation
- Paint/patch drywall repair not included by Avinext; to be purchased by the customer

Avinext Design Services

Full design services are included in the project budget presented.

These design documents will be generated after this proposal is accepted, prior to system installation.

RCP	Elevations	System Schematics	Rack Elevations	As-Built Update
X	X	X	X	X

System Training

Silver training is included in the project budget

- **Training: Silver**
  - ***One time** Scheduled on-site 2-hour training for 1-3 end users

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Budget

QTY	Description	UNIT Price	Total Price
1	TIPS Contract 250106 Technology Solutions, Products and Services	$0.00	$0.00
1	Labor for Flex Space	$36,380.00	$36,380.00
1	Materials for Flex Space	$128,358.52	$128,358.52
1	Optional 3-Year On-Site Warranty	$20,000.00	$20,000.00
1	Optional Sub Enhancement	$9,143.00	$9,143.00
		SubTotal	$193,881.52
		Sales Tax	$0.00
		Total	$193,881.52

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Avinext

Avinext Limited Installation Warranty



Avinext warrants labor for 30 days starting at substantial completion unless stated otherwise on the original invoice or Statement of Work. This warranty covers all equipment sold and installed by Avinext as part of the original installation. The limited warranty covers parts, labor, and standard shipping required to return the system to proper working condition. Extended warranty may be purchased and will be indicated on the original invoice or Statement of Work if applicable.

THE LIMITED WARRANTY COVERS THE FOLLOWING

- Improper workmanship directly associated with the installation of equipment by Avinext personnel
- Premature failure of equipment due to normal operation (as determined by Avinext and/or the manufacturer)

THE LIMITED WARRANTY DOES NOT COVER THE FOLLOWING

- Consumable items such as batteries
- Ground loop problems caused by faulty or dirty power
- Routine maintenance as recommended by the manufacturer or as conditions require
- Programming changes
- Firmware or software updates made available by the manufacturer after the original installation
- Requests for service due to operator error
- Service required as a result of negligence, misuse, or attempted repairs by anyone other than Avinext or the manufacturer
- Connections or dis-connections made by others
- Removal or reinstallation of equipment
- Damage caused by lightning, electrical surges, brownouts, overloaded circuits, or acts of God

The warranty statement above describes the Avinext Limited Installation Warranty and begins at substantial completion. However, this warranty does not change or modify the manufacturer's warranty in any way. Consult the owner's manual for details about the manufacturer's limited warranty.

For incidents where warranty status can only be determined by a service visit, Avinext will send a technician onsite to diagnose the problem.

If the problem is determined to be a non-warranty issue, Avinext will inform client of warranty status, seek authorization to proceed on billable work, and the customer will be responsible for paying for the initial service event to diagnose the problem regardless of whether they chose to repair the system. Avinext will require written authorization (and a PO if applicable) to complete the service work for problems deemed non-warranty. Standard service and travel rates apply. Avinext will make a best effort to restore system functionality as quickly as possible.

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OWNER FURNISHED EQUIPMENT

If owner is providing equipment (racks, furniture, electronics, etc.) to Avinext for installation, owner agrees to have equipment delivered to site or other agreed upon location in advance of commencement of work.

Failure to provide equipment in a timely manner may result in delays to the project schedule and completion.

WORKSITE RESPONSIBILITIES

Provide access to the work site during agreed upon times for work to be performed Monday thru Friday from 8am to 5pm.

Ensure that during agreed upon work times, client shall provide keys, ID badges, security clearance, parking, and access to loading docks as may be required by Avinext.

Client understands that if work is stopped at their request that it may result in changes to project schedule or result in rescheduling of the project.

Client shall inform Avinext of any work areas where it has knowledge or reason to believe that facility may have hazardous materials such as Asbestos, Lead, or PCB's.

ELECTRICAL, DATA, FIRE ALARM AND TELECOM PROVISIONS

Client acknowledges that Avinext is not a certified electrician and will not provide any electrical wiring and/or connections. All power connections will be the responsibility of owner unless otherwise specified in the scope of work. It is recommended to have security controllers directly wired to a circuit with battery backup.

Client also agrees to provide necessary Data, CATV, and/or Telecom connections required to connect to equipment as necessary, including switch ports and POE capacity.

Client is responsible for coordination with customer's Fire Alarm vendor for any code required system integration to fire alarm system and to have Fire Alarm vendor present for any required AHJ inspections.

Client is responsible for any required programming of client's existing phone system to integrate with Avinext installed systems.

PROJECT MANAGEMENT PROCESS

Changes are a common occurrence in any project. However, if not managed properly changes can create problems for both the client and Avinext. Common problems caused by changes are project delays, unanticipated cost increases, prolonged construction in work areas, reduced testing and training opportunities, etc.

Unless specifically defined in the Statement of Work, it is agreed that e-mail will serve as the preferred method for all communication relating to this project.

Client agrees to involve necessary personnel from their organization in the planning phases to ensure that sufficient input is gathered up front and incorporated into a final design.

Prior to acceptance of the scope of work, owner will identify a project manager to be a liaison between Avinext and owner's organization.

Client agrees that it is in everyone's best interest if communication between the parties is channeled through the designated Avinext project manager to avoid miscommunications between client, owner, and contractor.

Any changes requested by client shall be communicated via a written change order request by e-mail and said changes are not considered to be accepted until the designated Avinext contact has responded in writing, and any price changes or changes to the scope of work have been signed by both parties.

Client agrees that Avinext installation personnel will NOT be asked to change or modify the project while they are working onsite. Avinext installation personnel are NOT authorized to implement changes and have specifically been instructed not to do so.

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How to Get Service

CONTACT
Service Department

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Service Request

Please include the following information in your service request to expedite the processing of service:

1. **PRIMARY CONTACT**
   name, number and email
2. **EQUIPMENT MODEL**
   and serial number
3. **ORGANIZATION**
   or department name
4. **DETAILED PROBLEM DESCRIPTION**
   including what you were doing when the issue occurred
5. **ROOM AVAILABILITY**
   and contact for the facilities coordinator to expedite scheduling and ensure access to the equipment
6. **LOCATION**
   including building/room number and/or physical address



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TEMPLE COLLEGE
TEMPLE HUTTO TAYLOR

MEMORANDUM
Office of the Chief Information Officer

To: Dr. Ponce and the Board of Trustees

From: Caleb Hogue

Date: November 16, 2026

Re: Consideration for approval of the purchase and installation of additional Audio/Visual Equipment in the Harry B. Macey Conference Center from Avinext through the TIPS cooperative.

Staff Recommendation: Approval

The Board is asked to approve the purchase and installation of additional Audio/Visual Equipment in the Harry B. Macey Conference Center from Avinext through the TIPS cooperative.

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Description: Consideration for approval of the purchase and installation of additional Audio/Visual Equipment in the Harry B. Macey Conference Center from Avinext through the TIPS cooperative.

Recommendation: The Board is asked to approve the purchase and installation of additional Audio/Visual Equipment in the Harry B. Macey Conference Center from Avinext through the TIPS cooperative.

As the College has begun using the new facilities, additional audiovisual needs have been identified in the Harry B. Macey Conference Center. The existing 98-inch display at the center rear of the room does not provide adequate visibility throughout the space and is not replicated in the two outer divisible rooms. The proposed project adds three 110-inch rear confidence displays—one in each room—to improve presentation visibility for presenters and guests, particularly those seated at round tables. This project would also provide video and professional audio inputs at a convenient location to improve the space's usability for larger events.

The existing College-owned displays, furniture, infrastructure, and other equipment will continue to be used, and the replaced equipment will be repurposed for use in other classrooms. The project also includes system design documentation, on-site training following installation and testing, and three years of on-site warranty coverage and support.

Proposals from three audio/visual solution providers were reviewed to evaluate potential solutions for this room. Based on the proposed system design, ability to meet the College's needs, recommendations from other colleges familiar with their work, and proximity to the College, Avinext was selected as the preferred vendor for the project. Avinext is based in College Station, Texas.

The Board of Trustees is asked to approve purchases of Audio/Visual Equipment and installation services in the amount of $98,885.48. The contract is offered through The Interlocal Purchasing System (TIPS) Contract 250106 Technology Solutions, Products and Services. This contract 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 Chief Financial Officer to approve the contract and to approve any change orders up to the amount allowed by Texas Education Code 44.0411.

Funds Available:
_____ Budgeted
_____ Fund Balance
___X___ Other: Bond Funds

Approved:

_____ _____
Christina Ponce Date
President

Avinext

YOUR TECHNOLOGY SOLUTIONS COMPANY

IT - Security - AV



Proposal

Conference Center

Temple College

2600 S First St
Temple, TX 76504

Presented to: **Caleb Hogue**

Presented by: **Jonathan Reed**
On 11/6/2026

1400 University Drive East
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Executive Summary

This space is a large *Ballroom* type 3-way split combine AV system, that can accommodate up to 600 people when serving as a full 1-room system. It features a projection system as the primary display type for each room, and the entire system is the QSC platform.

Due to the size of the room and 1st/2nd Fl alignment, there are two AV racks interconnected over fiber. On the “presenter/projection screen” front side- there's a closet with a 45RU rack hosting the bulk of the AV equipment. At the “audience/confidence monitor” rear side- there's a pedestrian hallway and local to the room is “IDF 113” which is primarily a Telecom closet, with an additional AV switch for devices on that side of the room.

The customer would like some enhancements to the existing system such as larger fixed confidence monitor solutions, portable confidence monitors, updates to input/output locations, and fixing a failed Bluetooth input.

Equipment that will remain will be defined as OFE, Owner Furnished Equipment.

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Technical Narrative

Video System

Video Inputs

- The OFE existing inputs will remain
- (1) QSC Encoder wall plate will be added at the back center of the room for a customer requested additional video input location

Video outputs

- The OFE Projection system will remain
- There are (3) wall plate locations, one local to each divisible room behind the lectern floor boxes- in which a “video out” Cat6 port is already staged
- 110” display solutions for each room (total of 3) to serve as a fixed, rear room confidence monitor are provided
  - QSC decoder included with each display

Audio System

- (1) QSC Dante networked wall plate will be installed at the rear of the room, local to the new HDMI Input wall plate
  - To route L/R XLR audio into the AV system (DJ input)
- (1) Bluetooth Wall plate at the front of the room will be replaced with a RDL Bluetooth wall plate
  - *The OFE QSC Bluetooth wall plate here isn’t working, and this model is discontinued. Avinext has standardized on the RDL solution since QSC does not offer a Bluetooth solution anymore*
  - End users connected device must stay within 10-FT of the Bluetooth wall plate for reliable connection
- The OFE Audio system will remain which includes
  - Speakers, Amplifiers, QSC I/O Expanders, QSC Core110F DSP, Assisted Listening System, and Wireless Mic System

Control System

- The customer will provide the DSP & Control code files for Avinext to update
- Existing Touch Panel GUI’s will be updated

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Cameras

- The OFE Aver PTZ cameras will remain. These are supposed to be ai capable, but the customer has observed you have to “hold” a button the touch panel for it to work. Avinext will troubleshoot this and provide a change order if additional parts or licenses are required for automation of the ai tracking

Furniture and equipment

- The OFE lectern, & AV rack locations will remain

Owner Responsibilities

- Owner to provide campus lift for working heights
- Owner to provide QSC code access/passwords for updating of existing code
- Owner to purchase electrical contractor for high voltage project requirements
- Owner to purchase paint/patch drywall repair

Project Assumptions

- OFE (Owner Furnished Equipment) is assumed to be in working order
  - Avinext will present a change order to remedy faulty owner equipment observed during project commissioning
- Out of scope additions or revisions after project acceptance are subject to change order presentation for parts & labor
- Assuming project installation will take place during standard business hours, Monday to Friday 8AM to 5PM
  - After-hours or weekend requests are subject to change order presentation

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Avinext Design Services

Full design services are included in the presented project budget.

These design documents will be generated after this proposal is accepted, prior to system installation.

RCP	Elevations	System Schematics	Rack Elevations	As-Built Update
X	X	X	X	X

System Training

- **Training: Gold**
  - ***One time** Scheduled 4-hour training for unlimited end users
  - Training presentation
  - Shadowed end user training

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Budget

QTY	Description	UNIT Price	Total Price
1	TIPS Contract 250106 Technology Solutions, Products and Services	$0.00	$0.00
1	Labor for Conference Center	$30,416.00	$30,416.00
1	Materials for Conference Center	$17,744.48	$17,744.48
1	3 Year On-Site Warranty	$11,368.00	$11,368.00
1	110" Displays Option	$39,357.00	$39,357.00
		SubTotal	$98,885.48
		Sales Tax	$0.00
		Total	$98,885.48

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Avinext

Avinext Limited Installation Warranty

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- Improper workmanship directly associated with the installation of equipment by Avinext personnel
- Premature failure of equipment due to normal operation (as determined by Avinext and/or the manufacturer)

THE LIMITED WARRANTY DOES NOT COVER THE FOLLOWING

- Consumable items such as batteries
- Ground loop problems caused by faulty or dirty power
- Routine maintenance as recommended by the manufacturer or as conditions require
- Programming changes
- Firmware or software updates made available by the manufacturer after the original installation
- Requests for service due to operator error
- Service required as a result of negligence, misuse, or attempted repairs by anyone other than Avinext or the manufacturer
- Connections or dis-connections made by others
- Removal or reinstallation of equipment
- Damage caused by lightning, electrical surges, brownouts, overloaded circuits, or acts of God

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For incidents where warranty status can only be determined by a service visit, Avinext will send a technician onsite to diagnose the problem.

If the problem is determined to be a non-warranty issue, Avinext will inform client of warranty status, seek authorization to proceed on billable work, and the customer will be responsible for paying for the initial service event to diagnose the problem regardless of whether they chose to repair the system. Avinext will require written authorization (and a PO if applicable) to complete the service work for problems deemed non-warranty. Standard service and travel rates apply. Avinext will make a best effort to restore system functionality as quickly as possible.

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WORKSITE RESPONSIBILITIES

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Ensure that during agreed upon work times, client shall provide keys, ID badges, security clearance, parking, and access to loading docks as may be required by Avinext.

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Client shall inform Avinext of any work areas where it has knowledge or reason to believe that facility may have hazardous materials such as Asbestos, Lead, or PCB's.

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Client also agrees to provide necessary Data, CATV, and/or Telecom connections required to connect to equipment as necessary, including switch ports and POE capacity.

Client is responsible for coordination with customer's Fire Alarm vendor for any code required system integration to fire alarm system and to have Fire Alarm vendor present for any required AHJ inspections.

Client is responsible for any required programming of client's existing phone system to integrate with Avinext installed systems.

PROJECT MANAGEMENT PROCESS

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Unless specifically defined in the Statement of Work, it is agreed that e-mail will serve as the preferred method for all communication relating to this project.

Client agrees to involve necessary personnel from their organization in the planning phases to ensure that sufficient input is gathered up front and incorporated into a final design.

Prior to acceptance of the scope of work, owner will identify a project manager to be a liaison between Avinext and owner's organization.

Client agrees that it is in everyone's best interest if communication between the parties is channeled through the designated Avinext project manager to avoid miscommunications between client, owner, and contractor.

Any changes requested by client shall be communicated via a written change order request by e-mail and said changes are not considered to be accepted until the designated Avinext contact has responded in writing, and any price changes or changes to the scope of work have been signed by both parties.

Client agrees that Avinext installation personnel will NOT be asked to change or modify the project while they are working onsite. Avinext installation personnel are NOT authorized to implement changes and have specifically been instructed not to do so.

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Service Request

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1. **PRIMARY CONTACT**
   name, number and email
2. **EQUIPMENT MODEL**
   and serial number
3. **ORGANIZATION**
   or department name
4. **DETAILED PROBLEM DESCRIPTION**
   including what you were doing when the issue occurred
5. **ROOM AVAILABILITY**
   and contact for the facilities coordinator to expedite scheduling and ensure access to the equipment
6. **LOCATION**
   including building/room number and/or physical address



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TEMPLE COLLEGE
TEMPLE HUTTO TAYLOR

MEMORANDUM
Office of the Chief Information Officer

To: Dr. Ponce and the Board of Trustees

From: Caleb Hogue

Date: November 16, 2026

Re: Consideration for approval of the purchase and installation of Audio/Visual Equipment in two conference spaces from Avinext through the TIPS cooperative.

Staff Recommendation: Approval

The Board is asked to the purchase and installation of Audio/Visual Equipment in two conference spaces from Avinext through the TIPS cooperative.

TEMPLE COLLEGE
TEMPLE HUTTO TAYLOR

Purchase Approval

Description: Consideration for approval of the purchase and installation of Audio/Visual Equipment in two conference spaces from Avinext through the TIPS cooperative.

Recommendation: The Board is asked to approve the purchase and installation of Audio/Visual Equipment in two conference spaces from Avinext through the TIPS cooperative.

This proposal will provide new pan-tilt-zoom (PTZ) cameras, ceiling speakers, ceiling microphones, and a Zoom control hub for both the Board Conference Room in Temple Main and the Corporate Conference Center on the second floor of the Workforce Visual Arts Center. This will allow users to quickly and easily connect to a Zoom or Teams video conference using all of the equipment in the room with a simple touch panel on the table.

The goal of this project is to address limitations of the existing all-in-one webcam, microphone, and speaker systems in these larger conference rooms while simplifying the user experience. The existing All-in-one conferencing systems were designed for smaller meeting spaces and have led to limitations in audio coverage, camera flexibility, and overall meeting reliability. The proposed systems will provide distributed ceiling microphones and speakers, multiple PTZ cameras, and standardized touch-panel controls designed to make starting and managing Zoom and Teams meetings easier for users. The standardized controls and remote management capabilities are also expected to reduce on-site technical support needs and allow Information Technology staff to more efficiently diagnose and resolve meeting-room issues. The existing College-owned displays, furniture, infrastructure, and other equipment will continue to be used, and the replaced conferencing equipment will be repurposed for use in other classrooms. The project also includes system design documentation, on-site training following installation and testing, and three years of on-site warranty coverage and support.

Proposals from three audio/visual solution providers were reviewed to evaluate potential solutions for these conference rooms. Based on the proposed system design, ability to meet the College's needs, recommendations from other colleges familiar with their work, and proximity to the College, Avinext was selected as the preferred vendor for the project. Avinext is based in College Station, Texas.

The Board of Trustees is asked to approve purchases of Audio/Visual Equipment and installation services in the amount of $98,907.78. The contract is offered through The Interlocal Purchasing System (TIPS) Contract 250106 Technology Solutions, Products and Services**.** This contract 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 Chief Financial Officer to approve the contract and to approve any change orders up to the amount allowed by Texas Education Code 44.0411.

Funds Available:
_____ Budgeted
_____ Fund Balance
___X___ Other: Bond Funds

Approved:

_____ _____

Christina Ponce Date
President

Avinext

YOUR TECHNOLOGY SOLUTIONS COMPANY

IT - Security - AV



Proposal

Board and 2nd Floor Conference Room Upgrades

Temple College

2600 S First St
Temple, TX 76504

Presented to: **Caleb Hogue**

Presented by: **Jonathan Reed**
On 11/6/2026

1400 University Drive East
College Station, Texas 77840

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Executive Summary

Current State and Business Need
Avinext representative met with Temple College to discuss the needs of some conference room upgrades. During this meeting and subsequent walk, it was determined that the current setup in these larger rooms was inadequate. This proposal is to address these issues in both the Board Conference Room as well as the 218 Conference room. These two conference rooms currently rely on Logitech Rally Bars. These all-in-one bars are designed for smaller meeting spaces and cannot deliver consistent coverage, intelligibility, or camera framing across the larger room footprints. The result is uneven audio pickup, limited camera flexibility, and recurring support tickets that consume IT time and disrupt meetings.

Recommended Solution
Replace the Rally Bars with a purpose-built Q-Sys system centered on PTZ cameras, microphone arrays, and ceiling-recessed speakers. This architecture is engineered for larger spaces and delivers clear gains in performance, reliability, and operational efficiency. The Q-Sys system will have an easy-to-use control panel designed for use in the Zoom environment.

Ease of Use & Operational Time Savings
The upgraded system is designed for one-touch or automated start of meetings, reducing the need for manual camera and audio adjustments. Standardized controls and remote management capabilities allow IT to diagnose and resolve issues without visiting the room in most cases. Fewer support tickets, faster resolution times, and more reliable meetings translate directly into measurable time savings for both end users and support staff.

Recommendation
Proceed with the upgrade of both conference rooms to a Q-Sys system. This investment will improve meeting quality, reduce support burden, and provide a scalable foundation aligned with modern hybrid collaboration requirements.

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With Avinext on your side, you receive the same knowledge, level of expertise, and impeccable service you might experience with providers from larger cities but with the friendliness of home—and all with faster response times.

Our Difference

PEOPLE

Our experienced and courteous Avinext professionals always put the customer first and become a vital part of your team. If you are not completely satisfied with our solutions, we WILL make it right!

EXPERTISE

For more than 35 years, our highly trained staff has provided unmatched technology expertise, striving to stay ahead of innovation so our customers always have access to the latest and greatest solutions.

APPROACH

We clearly communicate every solution we recommend, but only after we take the time to fully understand your business. We won't use any confusing jargon or hard-sell tactics, so you can be sure your service meets your specific needs.

Our Proven Process

COMPLIMENTARY CONSULTATION

Avinext learns more about your specific business, your challenges, and your objectives.

ASSESSMENT

Our experts conduct a comprehensive assessment to identify needs and opportunities.

PROPOSAL

Our proposal includes cost estimates, scope of work, and course of action.

EXECUTION

Implementation of the agreed upon plan.

ONGOING SUPPORT

We continue to care for and nurture your solution to minimize downtime and keep your business running at peak performance.

Repeat!

Why Us

OUR SOLUTIONS

Avinext solutions are tailored to your specific needs, whether you need a short-term audio-visual, security, or IT networking and infrastructure project or long-term managed services, we have the right solution for you.

IT

First class technology services with multiple options to remotely monitor IT infrastructure and end-user systems on a proactive basis.

SECURITY

Stay at the forefront of technology innovation with world-class security for equipment, for customized video, and access control management.

AV

Truly connect, whether reaching 1,000 people or one-on-one. Avinext provides AV solutions for a wide range of audiences and environments.

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Technical Scope of Work

Temple College Board Room Conference Room

The goal for the Board Room system is to be upgraded to a premier QSC system, with a UC Touch Panel Interface that will be configured for the customers' Standard Zoom platform. The customers IT Team will “point” other Teams calls through their Zoom interface.
This conference room has a long table just under 30 feet that sits up to 24 end users. There is an AV rack located within 100 FT of the room, in a closet labeled “AV 407”, in which there is plenty of open rack space for adding equipment. This existing equipment also controls the Board Room, which is connected to this space.
The Board Room will not see any upgrades during this project; it will remain as is. A breakout service call is presented for troubleshooting the Aver camera “ai tracking” features that seems to be the only complaint with that system.

OFE Stands for Owner Furnished Equipment- this existing equipment will remain and be integrated by Avinext during this project

Video System
Video Inputs
- (1) USB-C & HDMI input will be staged at the customers preferred cable cubby
  - QSC encoder supports both modern connections, only one can be utilized at a time by end users
  - For BYOD laptop sharing

Video outputs
- (3) OFE 90” ViewSonic Interactive displays will remain wall mounted on their existing wall mounts
  - The front wall display will be the “primary” display and Touchback to the end user’s laptop will be supported
  - The two side wall displays will be “secondary” with no touch back

Audio System
- (8) 6.5” Recessed ceiling speakers will be installed into the T-Grid ceiling
- (1) 70V amplifier will be installed in the OFE AV rack, QSC eco system
  - Will be cabled as two speaker zones, but for end user operation volume adjustment will be UP/DOWN of a single shared volume zone
- (2) Shure 2-FT Ceiling Array Microphone will be installed to the T-Grid ceiling above the conference table
  - Avinext to digitally configure the microphone lobes to best capture all seating positions

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Control System

- There are (4) OFE QSC NV-32's installed in current AV rack, all have (1) HDMI input routed into them
  - Avinext will take over one of these products to serve as the “Core” controller for this system. The HDMI will be routed into a different NV-32 Input, and updated in the existing QSC design file for the board room
  - QSC expansion licenses required (such as Dante) will be provided for this to serve as the Core controller of the Board Room
- (1) Lenovo10” Tabletop Touch Panel will be staged at the conference table, Avinext will program the GUI (Graphical User Interface) to include:
  - PTZ Camera view adjustment & Preset recall
  - Ceiling Microphone Mute/Unmute
  - Display ON/OFF and Input Selection
- *Mirrored content routing only customer requirement for the room displays*
  - Ceiling Speaker Volume UP/DOWN
- (1) POE AV Switch will be installed in the OFE AV rack
  - Small form factor to power field AV devices, and support Dante networked audio traffic. Not required to connect to Temple College LAN
- USB extension will be provided and installed for the primary display touch back capability

Cameras

- (2) QSC PTZ Cameras will be wall mounted
  - (1) At the Front of room
  - (1) At the rear of the room

Furniture and equipment

- The customers OFE AV closest rack will be utilized for new AV equipment
- The customers OFE Conference Table and cable cubbies will be utilized for AV equipment cabling
  - No new table cabby or grommet installation is included
  - There is an existing cable floor core box under the table for retrofitting bulk cabling
- There’s a wireless mic antenna for the boardroom wall mounted on this side of the room- this is functioning fine for their needs and will not be relocated during this project

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Owner Responsibilities

- Owner to help coordinate office space access below the Board Room, for retrofitting of floor core cabling path
- High voltage electrical work not included by Avinext; to be purchased by the customer
  - Not anticipated, current project scope sees power outlets already in place for AV equipment locations
- Paint/Patch drywall repair not included by Avinext; to be purchased by the customer
  - Unknown if required, when installers are retrofitting cabling through wall cavities, blocking could be encountered that requires additional holes cut while retrofitting cabling

Project Assumptions

- OFE (Owner Furnished Equipment) is assumed to be in working order
  - Avinext will present a change order to remedy faulty owner equipment observed during project commissioning
- Out of scope additions or revisions after project acceptance are subject to change order presentation for parts & labor
- Assuming project installation will take place during standard business hours, Monday to Friday 8AM to 5PM
  - After-hours or weekend requests are subject to change order presentation

Avinext Design Services

Full Avinext designs services are included in the budget presented. These will include the Board Room Conference system only; the Board Room system will remain an independent system with its own existing as-built documentation.
These design documents will be generated after this proposal is accepted, prior to system installation.

RCP	Elevations	System Schematics	Rack Elevations	As-Built Update
X	X	X	X	X

System Training

Silver training is included by Avinext, to be conducted after the system is tested and in working order

- **Training: Silver**
  - ***One time** Scheduled on-site 2-hour training for 1-3 end users

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QSC Room Suite: 218 Corporate Conference Center

The system presented is the new QSC kit to compete with a Logitech Rally plug & play AV video conference system.
The benefit of this system is a series of QSC products (and third-party Shure Microphone support) that are plug & play in the Room Suite Ecosystem. This minimizes system programming, as a Web GUI is utilized to select which POE ports on the QSC products are selected. Once selected, the system is auto generated on the Touch Panel for an intuitive room control for end users. This vastly decreases project expense as custom Touch Panel & control programming for advanced systems.

The products supported in The Room Suite system are premier products Avinext includes in many advanced spaces, natively support in this simple application.

The presented design includes:

- The QSC Room Suite Bundle
  - Includes a “table hub”- which would be installed under the customers table, and provide USB + Video input connections for end user BYOD to utilize the VC system
  - Includes a “display hub”- which would be installed behind the rooms display. A mirrored output HDMI signal would be routed to the rooms second display
- (1) Lenovo Zoom Room UC Bundle
  - Includes a 10” Tabletop touch panel for end user interface
  - Please note the Room Suite UC system will allow for “touch back” only to the Lenovo PC, and not via BYOD laptop devices
- (4) QSC T-Grid POE networked speakers, powered by the “display hub”
- (2) Wall mounted QSC PTZ Camera, powered by the “display hub”
- (1) Ceiling mounted Shure Ceiling Array microphone, powered by the podium “table hub”

The customers’ two existing wall mounted displays will remain. Avinext will swap one display mount to a chief tempo service mount to install the “display hub” and equipment. There is a floor core local to the rooms tables that will be utilized for table hub cabling. This will require first floor coordination, in which the customer has a lift onsite for Avinext to utilize for the open ceiling heights below in the tech labs.

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Owner Responsibilities

- Paint/patch wall repair not included by Avinext; to be purchased by the customer
  - Likely not required unless retrofitting cables sees blockage in walls that require additional holes cut
- High voltage electrical installation not included by Avinext; to be purchased by the customer
  - Not anticipated in current project scope
- Provide working lift for floor core access

Project Assumptions

- OFE (Owner Furnished Equipment) is assumed to be in working order
  - Avinext will present a change order to remedy faulty owner equipment observed during project commissioning
- Out of scope additions or revisions after project acceptance are subject to change order presentation for parts & labor
- Assumes project installation will take place during standard business hours, Monday to Friday 8AM to 5PM
  - After-hours or weekend requests are subject to change order presentation

Avinext Design Services

Full Avinext designs services are included in the budget presented.
These design documents will be generated after this proposal is accepted, prior to system installation.

RCP	Elevations	System Schematics	Rack Elevations	As-Built Update
X	X	X	X	X

System Training

Silver training is included for the customer hand off after the system is tested and in working order

- **Training: Silver**
  - ***One time** Scheduled on-site 2-hour training for 1-3 end users

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Budget

QTY	Description	UNIT Price	Total Price
1	TIPS Contract 250106 Technology Solutions, Products and Services	$0.00	$0.00
1	Labor for Board Room Conference System	$16,746.00	$16,746.00
1	Parts for Board Room Conference System	$36,547.40	$36,547.40
1	Optional 3-Year On-site warranty for Board Room Conference System	$5,900.00	$5,900.00
1	Board Room: Aver AI Troubleshooting	$420.00	$420.00
1	Labor for 218 Corporate Conference Center	$9,490.00	$9,490.00
1	Parts for 218 Corporate Conference Center	$25,904.38	$25,904.38
1	Optional 3-Year On-site warranty for 218 Corporate Conference Center	$3,900.00	$3,900.00
		SubTotal	$98,907.78
		Sales Tax	$0.00
		Total	$98,907.78

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Avinext Limited Installation Warranty

Avinext warrants labor for 30 days starting at substantial completion unless stated otherwise on the original invoice or Statement of Work. This warranty covers all equipment sold and installed by Avinext as part of the original installation. The limited warranty covers parts, labor, and standard shipping required to return the system to proper working condition. Extended warranty may be purchased and will be indicated on the original invoice or Statement of Work if applicable.



THE LIMITED WARRANTY COVERS THE FOLLOWING

- Improper workmanship directly associated with the installation of equipment by Avinext personnel
- Premature failure of equipment due to normal operation (as determined by Avinext and/or the manufacturer)

THE LIMITED WARRANTY DOES NOT COVER THE FOLLOWING

- Consumable items such as batteries
- Ground loop problems caused by faulty or dirty power
- Routine maintenance as recommended by the manufacturer or as conditions require
- Programming changes
- Firmware or software updates made available by the manufacturer after the original installation
- Requests for service due to operator error
- Service required as a result of negligence, misuse, or attempted repairs by anyone other than Avinext or the manufacturer
- Connections or dis-connections made by others
- Removal or reinstallation of equipment
- Damage caused by lightning, electrical surges, brownouts, overloaded circuits, or acts of God

The warranty statement above describes the Avinext Limited Installation Warranty and begins at substantial completion. However, this warranty does not change or modify the manufacturer's warranty in any way. Consult the owner's manual for details about the manufacturer's limited warranty.

For incidents where warranty status can only be determined by a service visit, Avinext will send a technician onsite to diagnose the problem.

If the problem is determined to be a non-warranty issue, Avinext will inform client of warranty status, seek authorization to proceed on billable work, and the customer will be responsible for paying for the initial service event to diagnose the problem regardless of whether they chose to repair the system. Avinext will require written authorization (and a PO if applicable) to complete the service work for problems deemed non-warranty. Standard service and travel rates apply. Avinext will make a best effort to restore system functionality as quickly as possible.

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OWNER FURNISHED EQUIPMENT

If owner is providing equipment (racks, furniture, electronics, etc.) to Avinext for installation, owner agrees to have equipment delivered to site or other agreed upon location in advance of commencement of work.

Failure to provide equipment in a timely manner may result in delays to the project schedule and completion.

WORKSITE RESPONSIBILITIES

Provide access to the work site during agreed upon times for work to be performed Monday thru Friday from 8am to 5pm.

Ensure that during agreed upon work times, client shall provide keys, ID badges, security clearance, parking, and access to loading docks as may be required by Avinext.

Client understands that if work is stopped at their request that it may result in changes to project schedule or result in rescheduling of the project.

Client shall inform Avinext of any work areas where it has knowledge or reason to believe that facility may have hazardous materials such as Asbestos, Lead, or PCB's.

ELECTRICAL, DATA, FIRE ALARM AND TELECOM PROVISIONS

Client acknowledges that Avinext is not a certified electrician and will not provide any electrical wiring and/or connections. All power connections will be the responsibility of owner unless otherwise specified in the scope of work. It is recommended to have security controllers directly wired to a circuit with battery backup.

Client also agrees to provide necessary Data, CATV, and/or Telecom connections required to connect to equipment as necessary, including switch ports and POE capacity.

Client is responsible for coordination with customer's Fire Alarm vendor for any code required system integration to fire alarm system and to have Fire Alarm vendor present for any required AHJ inspections.

Client is responsible for any required programming of client's existing phone system to integrate with Avinext installed systems.

PROJECT MANAGEMENT PROCESS

Changes are a common occurrence in any project. However, if not managed properly changes can create problems for both the client and Avinext. Common problems caused by changes are project delays, unanticipated cost increases, prolonged construction in work areas, reduced testing and training opportunities, etc.

Unless specifically defined in the Statement of Work, it is agreed that e-mail will serve as the preferred method for all communication relating to this project.

Client agrees to involve necessary personnel from their organization in the planning phases to ensure that sufficient input is gathered up front and incorporated into a final design.

Prior to acceptance of the scope of work, owner will identify a project manager to be a liaison between Avinext and owner's organization.

Client agrees that it is in everyone's best interest if communication between the parties is channeled through the designated Avinext project manager to avoid miscommunications between client, owner, and contractor.

Any changes requested by client shall be communicated via a written change order request by e-mail and said changes are not considered to be accepted until the designated Avinext contact has responded in writing, and any price changes or changes to the scope of work have been signed by both parties.

Client agrees that Avinext installation personnel will NOT be asked to change or modify the project while they are working onsite. Avinext installation personnel are NOT authorized to implement changes and have specifically been instructed not to do so.

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How to Get Service

CONTACT
Service Department

(979) 846-9727, option 1
Ticket@Avinext.com

Service Request

Please include the following information in your service request to expedite the processing of service:

1. **PRIMARY CONTACT**
   name, number and email
2. **EQUIPMENT MODEL**
   and serial number
3. **ORGANIZATION**
   or department name
4. **DETAILED PROBLEM DESCRIPTION**
   including what you were doing when the issue occurred
5. **ROOM AVAILABILITY**
   and contact for the facilities coordinator to expedite scheduling and ensure access to the equipment
6. **LOCATION**
   including building/room number and/or physical address



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