

AGENDA OF REGULAR MEETING
Odessa College Board of Trustees
Tuesday, January 26, 2021, 6:00 PM
Virtual Meeting
<https://zoom.us/s/93709914423>
Odessa, TX 79764

1. **Call to Order** - Mr. Tommy Clark
2. **Pledge of Allegiance: United States & Texas** - Mr. Tommy Clark
3. **Tribute to Mr. Richard Abalos**- Dr. Greg Williams
4. **Introduce New Employees** - Ms. Lindsey Bryant
5. **Approval of Minutes of Regular Meeting of Dec 3, 2020** - Mr. Tommy Clark 2
6. **Action Items:**
 - A. **Committee Reports:**
 1. **Personnel/Policy Committee**- Mr. Bruce Shearer
 - a. Review & Consider for Approval Policy Update 40 to Odessa College Policy Manual 6
 - b. Review & Consider for Approval Policy Update to AD Local of Odessa College Policy Manual
 - B. **Review of OC Mission Statement**- Dr. Tramiane Anderson
 - C. **Health Science Building Naming Agreement**- Ms. Jacqui Gore
 - D. **Financial Report**- Ms. Brandy Ham
 1. Monthly Financial Statements & Budget Amendments
 2. Quarterly Investment Report
 7. **Informational Items:**
 - A. **Education Report - Graduation, OC2UTPB & BAAS** - Ms. Kim McKay & Dr. Tramaine Anderson
 - B. **Institutional Effectiveness Report** - Mr. Robert Rivas
 - C. **President's Report** - Dr. Gregory Williams
 1. 2021 Odessa College Learning Summit
 2. Spring 2021 Registration Efforts
 3. COVID-19 Vaccines in the Permian Basin
 4. Welcoming Back Our Campus Residents
 8. **Adjournment** - Mr. Tommy Clark

Gregory D. Williams, Ed.D., President

EXECUTIVE/ CLOSED SESSION: If during the course of the meeting, any discussion of any item on the agenda should be held in executive or closed session, the Board will convene in such executive or closed session in accordance with the Texas Open Meeting Act, Section §551.001 of the Texas Government Code.

Minutes of a Regular Meeting of the Odessa College Board of Trustees held Thursday, December 3, 2020, held remotely through Zoom, with the following:

Present

Richard Abalos
Bruce Shearer
Gary Johnson
Larry Johnson
J. E. "Coach" Pressly
Tommy Clark
Trudy Lewis

Absent

Meeting was called to order by Board of Trustees Chair, Mr. Tommy Clark, at 6:01 p.m.

2902 Pledge of Allegiance: United States & Texas

Mr. Tommy Clark led the group in the pledges.

2903 Approval of Minutes of Regular Meeting of November, 3 2020

Mr. Gary Johnson moved, seconded by Mr. Larry Johnson, to approve the minutes of the Regular Meeting of November 3, 2020.

Motion passed unanimously.

2904 Consider and Approval of Health Sciences Building Naming Agreement

Ms. Jacqui Gore, Executive Director of Advancement, brought forward the naming agreement for the new Health Sciences Building. Ms. Gore shared that the Wood Family Foundation has offered a contribution of \$5 million for the naming of this building and seeks board approval.

Mr. Gary Johnson moved, seconded by Dr. Tara Deaver, to approve the naming agreement.
Motion passed unanimously.

2905 Renewal of Terms of Directors for Odessa College Foundation

Ms. Jacqui Gore stated that the mission of the Odessa College Foundation is three-fold: To secure donations for scholarship assistance through the annual campaign and Leave-a-Legacy campaign; to secure donations to the College that foster the continuation and development of projects and training programs; and to unify the community in promoting philanthropy for Higher Education at Odessa College. Ms. Gore presented the existing Foundation directors for renewal of terms:

David Boutin, President
Jeff Adams
Jefferson Cox
Shem Culpepper
Dr. Tara Deaver
Melinda Garriga
Kevin Gray
Lisa Hill
Gary Johnson
Tom Passmore
Tommy Salmon, Jr.
Collin Sewell
Craig Van Amburgh

Mr. Gary Johnson moved, seconded by Dr. Tara Deaver, to approve the renewal of terms for the Odessa College Foundation directors.

Motion passed unanimously.

2906 Appointment of New Directors to Odessa College Foundation

Ms. Gore presented the following as new directors for the Odessa College Foundation:

Charles Carlson
Connie Coots
Paul Hinojos
Monica Tschauner

Mr. Larry Johnson moved, seconded by Ms. Trudy Lewis, to approve the new Odessa College Foundation directors as presented.

Motion passed unanimously.

Committee Reports

1. Property Committee

2907 a. Report on Approval of Welding Equipment

Dr. Tara Deaver reported that the property committee met on November 17, 2020, and approved the purchase of welding equipment from WestAirGas of Odessa at a cost of \$55,705.33. This purchase is being funded by the Carl Perkins Grant funds.

2908 b. Report on Approval of Anatomage Table with Digital Library

Dr. Deaver reported that the property committee met on November 17, 2020, and approved the purchase of an anatomage table at a cost of \$81,200. This purchase is being funded by Carl Perkins Grant funds.

2909 c. Report on Approval of Zant Community Room Video Conference Upgrade

Dr. Deaver reported that the property committee met on November 17, 2020, and approved the purchase of updates for the Zant Community Room video conferencing system at a cost of \$136,793.41. This purchase is being funded by institutional funds received from the CARES Act Higher Education Emergency Relief Fund.

2910 2. Finance Committee

a. Approval of Audited Financial Statements

Committee Chair, Mr. Gary Johnson, stated that the Finance Committee met recently to review the 2020 audited financial statements in detail with Whitley Penn. Mr. Scott Brown of Whitley Penn reviewed the Independent Auditors Reports. Ms. Brandy Ham, Chief Financial Officer, presented an overview of the audited financial statements. Mr. Gary Johnson congratulated the OC team for a great job.

Gary Johnson moved, seconded by Bruce Shearer, to approve the audited financial statements.

Motion passed unanimously.

2911 Monthly Financial Statements & Budget Amendments

Brandy Ham, Chief Financial Officer, highlighted various areas of the financial statements and budget amendments as printed below:

Gary Johnson moved, seconded by Ms. Lewis, to approve the Monthly Financial Statements and Budget Amendments.

Motion passed unanimously.

2912 Transition to Remote Instruction

Dr. Tramaine Anderson shared updates on Odessa College's Remote Instruction Transition plan. She reminded the group Odessa College students transitioned to fully remote for the spring semester and returned in the summer to having classes on campus, incorporating our health and safety protocols. These protocols for safe learning continue in the fall & spring semesters. The decision has been made to move instruction to remote during certain transition periods to allow respite for students and instructors when it is likely there will be an increase in positive COVID-19 cases. Students in face-to-face & hybrid classes will be transitioned completely online while faculty will teach from their classrooms during these one-week transitional periods. Early College High School & Dual Credit students will attend on campus during these remote instruction periods. Currently, there are three occasions Odessa College will observe these remote instruction times: the week after Thanksgiving break; the week after the winter break; and the week after spring break. It is our hope allowing students an additional week to ensure they are healthy before returning to campus will limit the spread of COVID-19 on Odessa College's campus.

2913 Education Report: Health Science Building Construction Update

Mr. Ken Zartner updated the campus on the Vision 2030 plan, including the new health science building. Cruz Castillo from JSA Architects was introduced and shared some of the interior and exterior design concepts for the new Health Science Building. Mr. Cruz was joined by Ms. Nicole Hays, interim Dean of School of Health Sciences to describe some of the functionality of the Health Science Building and thank the Wood Family Foundation for their contribution to this project. Ms. Jacqui Gore added that Odessa College has worked closely with hospital leadership across the Permian Basin for input on this building, and they have shown great support. Dr. Greg Williams closed the conversation by thanking the Odessa College community and noting that this night was a historic night. He shared the Wood Family continues to step up to support Odessa College and the students of this community. He also reminded the group that without a healthy community, we lack a community. Dr. Williams shared the corona virus has taught our community to lean on each other and help one another during difficult times.

2914 Institutional Effectiveness Report

Dr. Don Wood shared with the group that this would be his last board meeting. Dr. Wood took time to reflect on the great work and accomplishments Odessa College has seen during his time here. Following national and state recognition, community colleges across the country are now adopting programs that originated at Odessa College. Odessa College has been celebrated as a Leader College by Achieving the Dream and now has been invited to apply to be a Leader College of Distinction by Achieving the Dream. Odessa College has been invited three times to apply to be considered for the Aspen Prize, so far winning two Rising Star awards, and they await the results for the 2021 Aspen Prize. Dr. Wood thanked all of Odessa College for his time at Odessa College and allowing him to be a part of one of the best community colleges in the nation. Mr. Clark thanked Dr. Wood for his service.

2915 President's Report

1. United Way Update

Odessa College began their annual United Way giving campaign on October 19, with a goal of \$40,000 and 99% employee participation. The donation campaign ended on November 30, with a total \$38,261 of donations and 99% participation. The silent auction this year was virtual and included high bids that added up to \$5,330 in additional funds for United Way. This brought the total donations to \$43,591 and allowed Odessa College to exceed their goal.

2. Wrangler Food Pantry Holiday Food Baskets

The Wrangler Food Pantry put together Holiday Food Baskets to distribute the week before Thanksgiving to OC students. 145 baskets were given to families who might otherwise not have been able to afford to have a Thanksgiving meal.

3. OCLI Class of 2020

The Odessa College Leadership Institute Class of 2020 began their program together in February 2020, and soon after, the world as we know it changed. The 15 graduates of this year's Odessa College Leadership Institute persevered and were quick to adapt to a socially distanced and digital experience growing their leadership skills. This year's class developed new ideas to improve First Time in College enrollment and student persistence.

4. **OC2UTPB Transfer Specialist position**

Odessa College has yet again partnered with the University of Texas Permian Basin to find new ways to help students transfer successfully and navigate their move from Odessa College to UTPB to complete their bachelor's degrees. Professionals from both OC and UTPB will serve on an interview committee to search for the new, shared team member.

5. **Dr. Don Wood named CEO of MDA**

After 12 years at Odessa College, Vice President of Institutional Effectiveness Dr. Donald Wood will return to his "roots" at the Muscular Dystrophy Association to become its chief executive officer. Early in his career, Wood worked with MDA for 20 years in research, advising, consulting, fund-raising and marketing. From associate professor of biology to vice president, Dr. Wood has made a strong impact on Odessa College's past, present and future. The fundamental tenants of the Drop Rate Improvement Program, which he researched, implemented, cultivated and sustained, have become a national model for student success and completion. Dr. William's thanked Dr. Wood for his service to Odessa College.

Adjournment

The meeting was adjourned at 7:26 p.m.

Secretary

Chair

Board Authority

The Board has final authority to determine and interpret the policies that govern the College District and, within the limits imposed by other legal authorities, has complete and full control of the College District.

**Transacting
Business**

Official Board action shall be taken only in meetings that comply with the Open Meetings Act. When a proposal is presented to the Board, the Board shall hold a discussion and reach a decision. The affirmative vote of a majority of all Board members shall be required to transact business. [See BD] Although there may be dissenting votes, which are a matter of public record, each Each action of the Board supported by the majority is binding on the whole Board.

**Individual Authority
for Committing the
Board**

Board members as individuals shall not exercise authority over the College District, its property, or its employees. Except for appropriate duties and functions of the Board Chair, an individual member may act on behalf of the Board only with the express authorization of the Board. Without such authorization, no individual member may commit the Board on any issue. [See BCAB]

**Individual Access to
Information**

An individual Board member, acting in the member's his or her official capacity, shall have the right to seek information pertaining to College District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Public Information Act. Chapter of the Government Code. [See GCA]

Limitations

If a Board member is not acting in the member's official capacity, the Board member has no greater right to College District records than a member of the public.

An individual member shall not have access to confidential student records unless the member is acting in the member's his or her official capacity and has a legitimate educational interest in the records in accordance with policies FJ(LEGAL) and (LOCAL).

Requests for
Records

Individual members shall seek access to records or request copies of records from the College President~~College President~~ or other designated custodian of records. When a custodian of records other than the College President~~College President~~ provides access to records or copies of records to individual Board members, the provider shall inform the College President of the records provided.

A Board member who is denied access to a record under this policy may ask the Board to determine whether the record should

<p>Requests for Reports</p>	<p><u>be provided or may file a request under the Public Information Act. [See GCA]</u></p> <p><u>No individual Board member shall direct or require College District employees to prepare reports derived from an analysis of information in existing College District records or to create a new record compiled from information in existing College District records.</u></p> <p>Directives to the College President <u>College President</u> or other College District staff regarding the preparation of reports that will, in the opinion of the College President <u>College President</u>, require excessive staff time or expense shall be authorized by action of the Board.</p>
<p>Confidentiality</p>	<p>At the time Board members are provided access to confidential records or to reports compiled from such records, the College President <u>College President</u> or other College District employee shall advise them of their responsibility to comply with confidentiality requirements <u>and the College District's information security controls.</u></p>
<p>Referring Complaints</p>	<p>If employees, students, or citizens bring a concern or complaint to an individual Board member, the Board member <u>he or she</u> shall refer them to the College President <u>College President</u> or designee, who shall proceed according to appropriate Board policy. [See DGBA, FLD, and GB]</p> <p>When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Board member may request that the issue be placed on the agenda.</p>
<p>Staff Authority</p>	<p>Except as authorized by these policies, no employee or agent shall have the authority to bind the College District contractually.</p>

Within the context of current law, the College District shall be guided by Board-adopted written policies that are given appropriate distribution and are accessible to staff members, students, and community residents.

Organization

Legally referenced policies contain provisions from federal and state statutes and regulations, case law, and other legal authority that together form the framework for local decision making and implementation. These policies are binding on the College District until the cited provisions are repealed, revised, or superseded by legislative, regulatory, or judicial action.

At each policy code, the legally referenced policy and the Board-adopted local policy must be read together to further a full understanding of a topic.

Terms

The terms "Trustee" and "Board member" are used interchangeably in the local policy manual. Both terms are intended to reflect all the duties and obligations of the office.

[See AB for College District name terminology]

Harmony with Law

Newly enacted law is applicable when effective. No policy or regulation, or any portion thereof, shall be operative if it is found to be in conflict with applicable law.

Severability

If any portion of a policy or its application to any person or circumstance is found to be invalid, that invalidity shall not affect other provisions or applications of policy that can be given effect without the invalid provision or application. To this end, the provisions of this policy manual are declared to be severable.

Policy Development

Policies and policy amendments may be initiated by the ~~College President~~College President, Board members, College District personnel, students, or community citizens but generally shall be recommended for the Board's consideration by the ~~College President~~College President.

Adoption and Amendment

Board policies may be adopted, amended, or suspended by a majority vote of the members of the Board.

Local policies and amendments shall become effective upon Board adoption or at a future date established by the Board at the time of adoption.

Legally referenced policies are not adopted by the Board.

Official Policy Manual

The Board shall designate one copy of the local policy manual as the official policy manual of the College District. The official copy shall be kept in the central administration office, and the ~~College President~~College President or designee shall be responsible for its

POLICY AND BYLAW DEVELOPMENT

BE
(LOCAL)

accuracy and integrity and shall maintain a historical record of the College District's policy manual.

TASB Localized
Updates

After Board review of legally referenced policies and adoption of local policies, the new material shall be incorporated into the official policy manual and into other localized policy manuals maintained by the College District. If discrepancies occur between different copies of the manual, the version contained in the official policy manual shall be regarded as authoritative.

Reporting

Any person who has cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect has a responsibility under state law to immediately report the suspected abuse or neglect to an appropriate authority.

As defined in state law, child abuse and neglect include both sex and labor trafficking of a child.

A professional who has cause to believe that a child has been or may be abused or neglected or may have been a victim of indecency with a child has an additional legal obligation to submit a written or oral report within 48 hours of learning of the facts giving rise to the suspicion of abuse or neglect. A "professional" is anyone licensed or certified by the state who has direct contact with children in the normal course of duties for which the individual is licensed or certified.

A person is required to make a report if the person has cause to believe that an adult was a victim of abuse or neglect as a child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

Making a Report

Reports may be made to any of the following:

1. A state or local law enforcement agency;
2. The Child Protective Services (CPS) division of the Texas Department of Family and Protective Services (DFPS) at (800) 252-5400 or the Texas Abuse Hotline Website;
3. A local CPS office; or
4. If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility.

An individual does not fulfill the person's responsibilities under the law by only reporting suspicion of abuse or neglect to the College President or another College District staff member. The College District shall not require an employee to first report the employee's suspicion to a College District or campus administrator.

EMPLOYEE STANDARDS OF CONDUCT
CHILD ABUSE AND NEGLECT REPORTING

DHC
(LOCAL)

<u>Confidentiality</u>	<u>In accordance with state law, the identity of a person making a report of suspected child abuse or neglect shall be kept confidential and disclosed only in accordance with the rules of the investigating agency.</u>
<u>Immunity</u>	<u>A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.</u>
<u>Failure to Report</u>	<u>By failing to report suspicion of child abuse or neglect, an employee:</u> <ol style="list-style-type: none"><u>1. May be placing a child at risk of continued abuse or neglect;</u><u>2. Violates the law and may be subject to legal penalties, including criminal sanctions for knowingly failing to make a required report; and</u><u>3. Violates Board policy and may be subject to disciplinary action, including possible termination of employment.</u> <u>It is a criminal offense to coerce someone into suppressing or failing to report child abuse or neglect.</u>
<u>Responsibilities Regarding Investigations</u>	<u>In accordance with law, College District officials shall be prohibited from:</u> <ol style="list-style-type: none"><u>1. Denying an investigator's request to interview a child on campus in connection with an investigation of child abuse or neglect;</u><u>2. Requiring a parent or College District employee be present during the interview; or</u><u>3. Coercing someone into suppressing or failing to report child abuse or neglect.</u> <u>College District personnel shall cooperate fully and without parental consent with an investigation of reported child abuse or neglect.</u>
Adverse Employment Action Prohibited	The College District prohibits any adverse employment action, including termination or discrimination, against any employee who in good faith reports child abuse or neglect or participates in a related investigation.
<u>Training</u>	<u>The College District shall provide training to employees as required by law. Training shall address reporting requirements and techniques to prevent and recognize sexual abuse, trafficking, and all other maltreatment of children.</u>

[Texas Abuse Hotline Website: https://www.txabusehotline.org](https://www.txabusehotline.org)

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.

Explanatory Notes

Community College Localized Policy Manual Update 40

Odessa College

ATTN(NOTE)

GENERAL INFORMATION ABOUT THIS UPDATE

Unless otherwise noted, references to legislative bills throughout these explanatory notes refer to Senate Bills (SB) or House Bills (HB) from the 86th Regular Legislative Session. All referenced bills have already gone into effect unless otherwise noted.

A25(INDEX)

CROSS-INDEX

The cross-index has been updated to incorporate recommended course sequences at EFB and the mentorship program at FEB.

BBBB(LLEGAL)

ELECTIONS: ETHICS

A statutory citation has been updated in this policy due to Administrative Code renumbering.

BBE(LOCAL)

BOARD MEMBERS: AUTHORITY

Recommended revisions to this policy include:

- When Transacting Business, board members must discuss all proposals presented to the board and reach decisions, which can include dissenting votes;
- Board members have Limitations in relation to requesting records and Requests for Reports; and
- Board members must adhere to the college district's security controls for Confidentiality reasons.

BDB(LLEGAL)

BOARD MEETINGS: PUBLIC PARTICIPATION

A citation to a recent Attorney General opinion has been added addressing Reasonable Rules for conducting a public comment period.

BE(LOCAL)

POLICY AND BYLAW DEVELOPMENT

A revision to this local policy clarifies that a college district's legally referenced policies are not adopted by the board. Also, the Official Policy Manual is the sole responsibility of the chief executive officer of the college district and cannot be designated to another employee.

CAAB(LLEGAL)

STATE AND FEDERAL REVENUE SOURCES: FEDERAL

This legally referenced policy has been updated to reflect recent U.S. Office of Management and Budget (OMB) amendments to its guidance for grants and agreements.

CAI(LLEGAL)

APPROPRIATIONS AND REVENUE SOURCES: AD VALOREM TAXES

This policy was updated in response to SB 2, effective January 1, 2021, which requires an officer or employee designated by the college district to submit the college district's Tax Rate Calculation forms to the county assessor-collector for each applicable county.

CC(LLEGAL)

ANNUAL OPERATING BUDGET

Effective January 1, 2021, SB 2 requires a college district's governing body to include the forms used by the college district in the appendix to its budget.

CDA(LLEGAL)

ACCOUNTING: FINANCIAL REPORTS AND STATEMENTS

This legally referenced policy has been updated at Form and Availability and Posting to reflect recent changes to Administrative Code rules related to the Annual Local Debt Report.

Explanatory Notes

Community College Localized Policy Manual Update 40

Odessa College

CGE(LLEGAL) SAFETY PROGRAM: MEDICAL TREATMENT

This legally referenced policy has been updated to reflect recent Administrative Code changes related to the Administration of Epinephrine. The administration of epinephrine is also addressed in the FAQ [What Do Colleges Need to Know About Epinephrine Auto-Injectors?](#), available on [TASB College eLaw](#).

A model local policy is available for this code. If the college district is considering adopting a policy addressing the administration of epinephrine, please contact the college district's policy consultant to request the model.

CHE(LLEGAL) SITE MANAGEMENT: MAIL AND DELIVERY

This legally referenced policy has been updated at Political Advertising to reflect the renumbering of the Administrative Code provision. Additional changes were made to align more closely with the Administrative Code.

CIA(LLEGAL) EQUIPMENT AND SUPPLIES MANAGEMENT: RECORDS MANAGEMENT

In the Note, the cross references to additional records retention provisions have been replaced with a global reference to policies containing retention provisions found in specific laws.

CKE(LLEGAL) INSURANCE AND ANNUITIES MANAGEMENT: WORKERS' COMPENSATION

A paragraph at Leaves of Absence that described a court decision related to employees who violate absence policies has been replaced with a reference to related provisions in policy DEC.

CRA(LLEGAL) TECHNOLOGY RESOURCES: WEBSITE POSTINGS

Beginning the 2021–22 academic year, SB 25 requires college districts to develop at least one recommended course sequence for each undergraduate certificate or degree program they offer.

CS(LLEGAL) INFORMATION SECURITY

This legally referenced policy has been updated to include additional statutory information addressing the Biennial Information Security Plan. Additionally, citations were updated throughout.

DAA(LLEGAL) EMPLOYMENT OBJECTIVES: EQUAL EMPLOYMENT OPPORTUNITY

This legally referenced policy has been updated to include the U.S. Supreme Court decision in *Bostock v. Clayton County, Georgia* that states Title VII prohibits discrimination based on sexual orientation and gender identity.

DEA(LOCAL) COMPENSATION AND BENEFITS: SALARIES AND WAGES

A new version of this policy that includes a section on Premium Pay During Disasters is now available.

Please contact your policy consultant if you are interested in this version. Note that, in most circumstances, the language would need to be adopted before the emergency occurs to qualify for FEMA reimbursement.

DHC(LOCAL) EMPLOYEE STANDARDS OF CONDUCT: CHILD ABUSE AND NEGLECT REPORTING

Revisions throughout this policy reflect Education Code requirements that a college district must develop procedures governing the reporting of child abuse and neglect as required by the Family Code.

Explanatory Notes

Community College Localized Policy Manual Update 40

Odessa College

EFB(LLEGAL) CURRICULUM DESIGN: DEGREES AND CERTIFICATES

Beginning the 2021–22 academic year, SB 25 requires college districts to develop at least one Recommended Course Sequence for each undergraduate certificate or degree program they offer.

EFB(LOCAL) CURRICULUM DESIGN: DEGREES AND CERTIFICATES

Because of changes in law that will take effect in the near future, we are reissuing this policy for your review.

Revisions were added to comply with provisions in SB 25 that require college districts to develop at least one recommended course sequence for each undergraduate degree or certificate program beginning with the 2021–22 academic year.

EFB(REGULATION) CURRICULUM DESIGN: DEGREES AND CERTIFICATES

The local policy for this code has been issued to the college district in this update. Our records indicate that you have a regulation at this code that you may need to review and revise in light of the changes in this update. Please advise us:

- If this regulation is obsolete and should be deleted from your localized policy manual; or
- If you have revisions that you wish to submit for editorial and legal review and incorporation into your localized policy manual.

EI(LLEGAL) TESTING PROGRAMS

The TSI Assessment Time Periods section has been removed from this policy to align more closely with the Administrative Code.

FAA(LLEGAL) EQUAL EDUCATIONAL OPPORTUNITY: SERVICE ANIMALS

The U.S. Department of Housing and Urban Development provided new guidance related to a Fair Housing Act Assistance Animal. The new guidance prohibits housing providers from reassessing requests granted before this guidance was issued.

FEA(LLEGAL) FINANCING EDUCATION: FINANCIAL AID AND SCHOLARSHIPS

This policy has been revised at Contents of Disclosures to reflect recent changes to the Administrative Code clarifying that student debt letters are not required to include private loan information.

FEB(LLEGAL) FINANCING EDUCATION: WORK STUDY

This legally referenced policy has been updated in response to recent amendments to the Administrative Code that incorporate an existing Mentorship Program into provisions addressing the Texas College Work-Study Program.

