

South Texas College
Board of Trustees
Finance and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus
Tuesday, October 14, 2014
@ 6:00 p.m.
McAllen, Texas

"At anytime during the course of this meeting, the Board of Trustees may retire to Executive Session under Texas Government Code 551.071(2) to confer with its legal counsel on any subject matter on this agenda in which the duty of the attorney to the Board of Trustees under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. Further, at anytime during the course of this meeting, the Board of Trustees may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code."

I. Approval of September 11, 2014 Finance and Human Resources Committee Minutes	1 - 8
II. Discussion and Action as Necessary on Starr County Tax Resale Property and Resolution Authorizing Tax Resale.....	9 - 12
III. Review and Recommend Action on Award of Proposals, Purchases, Renewals, Leases, and Interlocal Agreement	13 - 104
IV. Review and Discussion on College's Procurement Levels for Purchase of Goods or Services	105 - 108
V. Review and Discussion on the College's Threshold Amounts on Authorization to Sign/Initial Checks and Authorization to Release Checks	109 - 111
VI. Review and Recommend Action to Revise Policy #5120: Investment Policy and Investment Strategy Statement	112 - 135
VII. Review and Recommend Action on Annual Investment Report	136 - 139
VIII. Review and Discussion of Vacancy Report for FY 2014-2015	140 - 145

Approval of September 11, 2014 Finance and Human Resources Committee Minutes

The Minutes for the Finance and Human Resources Committee Meeting of September 11, 2014 are presented for Committee approval.

**South Texas College
Board of Trustees
Finance and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus
Thursday, September 11, 2014
@ 6:30 p.m.
McAllen, Texas**

Minutes

The Finance and Human Resources Committee Meeting was held on Thursday, September 11, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 7:21 p.m. with Mr. Paul R. Rodriguez presiding.

Members present: Mr. Roy de León, Mr. Paul R. Rodriguez, and Ms. Rose Benavidez

Other Trustees Present: Mr. Gary Gurwitz

Members absent: Dr. Alejo Salinas, Jr.

Also present: Dr. Shirley A. Reed, Mrs. Mary Elizondo, Mrs. Becky Cavazos, Mr. George McCaleb, Mr. Lucio Gonzalez, Mr. Paul Varville, Mr. Daniel Ramirez, Mr. Tom Byrne, Mr. Robert MicDaniel, Ms. Gina Lobato, Mr. Randy Jarvis, and Mr. Andrew Fish

Executive Session:

The South Texas College Board Finance and Human Resources Committee convened into Executive Session at 7:21 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.071, Consultations with Attorney
- 1. Discussion and Action as Necessary on College's Depository Bank Services

Open Session:

The South Texas College Board Finance and Human Resources Committee returned to Open Session at 7:35 p.m. No action was taken in Executive Session.

Discussion and Action as Necessary on College’s Depository Bank Services

The agreement for depository bank services was awarded to BBVA Compass at the July 29, 2014 Board meeting for a two (2) year period beginning September 1, 2014 and ending August 31, 2016, with the option to renew for two additional two (2) year periods.

Staff and legal counsel had questions regarding the approved agreement, and reviewed these concerns with the Finance and Human Resources Committee.

Mr. Roy de León abstained from the discussion during executive session and was not present for action on this item. Mr. Gary Gurwitz was not in attendance, having departed prior to discussion and action on this item.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee approved the execution of the agreement as previously approved by the Board. The motion carried.

Approval of August 14, 2014 Finance and Human Resources Committee Minutes

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Minutes for the Finance and Human Resources Committee Meeting of August 14, 2014 were approved as written. The motion carried.

Review and Recommend Action on FY 2014-2015 Committee Meeting Schedule

The Finance and Human Resources Committee was asked to review the following schedule and recommend amendment or approval as appropriate. The Board will be asked to review and take action on a calendar of Committee and Board Meetings for FY 2014-2015 at the September 23, 2014 Board Meeting.

The proposed meeting schedule for the Finance and Human Resources Committee was as follows:

<u>Weekday</u>	<u>Date</u>	<u>Meeting Time</u>
Thursday	September 11, 2014	5:30 p.m.
Tuesday	October 14, 2014	5:30 p.m.
Thursday	November 13, 2014	5:30 p.m.
Thursday	December 11, 2014	5:30 p.m.
Tuesday	January 13, 2015	5:30 p.m.
Thursday	February 12, 2015	5:30 p.m.

Thursday	March 19, 2015	5:30 p.m.
Thursday	April 16, 2015	5:30 p.m.
Thursday	May 14, 2015	5:30 p.m.
Thursday	June 11, 2015	5:30 p.m.
Thursday	July 09, 2015	5:30 p.m.
Thursday	August 13, 2015	5:30 p.m.
Thursday	September 10, 2015	5:30 p.m.

The Finance and Human Resources Committee Meetings were generally scheduled for the second Thursday of each month at 5:30 p.m. unless scheduling conflicts required a schedule adjustment.

A full calendar view of the proposed Committee and Board meeting schedule was included in the packet for the Committee's information.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommended Board approval of the proposed Committee meeting schedule as presented. The motion carried.

Review and Recommend Action on Award of Proposals, Purchases, and Renewals

Approval of the following proposal awards, purchases, and renewals will be requested at the September 23, 2014 Board meeting as follows:

- 1) Beverage Products (Award):** award the proposal for beverage products to PepsiCo (Hidalgo, TX), for the period beginning October 13, 2014 through October 12, 2015 with two one-year options to renew, at an estimated cost of \$50,000.00 based on prior year expenditures. PepsiCo has also included \$15,000.00 annual discretionary payment to the College;
- 2) Management and Leadership Training Services (Award):** award the proposal for management and leadership training services to PD Partners (East Lansing, MI) for the period beginning October 1, 2014 through September 30, 2015 with two one-year options to renew, at an estimated cost of \$20,000.00;
- 3) On-Line Auction Services (Award):** award the proposal for on-line auction services to The Public Group (Provo, UT) for the period beginning October 1, 2014 through September 30, 2015 with two one-year options to renew, at no charge to the College;
- 4) Projector Lamps III (Award):** award the proposal for projector lamps III to Howard Technology Solutions (Ellisville, MS) for the period beginning September 24, 2014 through September 23, 2015 with two one-year options to renew, at an estimated cost of \$12,021.00;
- 5) Advertisement – Classified Ads (Purchase):** purchase advertisement – classified ads from AIM Media Texas/The Monitor (McAllen, TX), a sole source vendor, for the

period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$80,000.00;

- 6) Crime Records Services (Purchase):** purchase crime records services from the Texas Department of Public Safety (DPS) (Austin, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$12,000.00 which is based on prior year expenditures;
- 7) Electrical Parts and Supplies (Purchase):** purchase electrical parts and supplies from Dealers Electric Supply, Co. (McAllen, TX), a Texas Cooperative Purchasing Network (TCPN) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$25,000.00 based on prior year expenditures;
- 8) Professional Market Research Services (Purchase):** purchase professional market research services from Richards Carlberg, Inc./dba Richards/Carlberg, a sole source vendor, for the period beginning October 1, 2014 through August 31, 2015, at an estimated cost of \$261,000.00;
- 9) Registration Advertisement Agreement (Purchase):** purchase a registration advertisement agreement from National CineMedia, LLC. (Centennial, CO), a sole source vendor, for the period beginning October 1, 2014 through July 31, 2015, at an estimated amount of \$44,180.00
- 10) Sponsorship Advertisement Agreement (Purchase):** purchase a sponsorship advertisement agreement from RGV Basketball, LLC. (McAllen, TX), a sole source vendor, for the period beginning September 26, 2014 through April 30, 2015, at a total cost of \$42,000.00;
- 11) Web Conferencing Software (Purchase):** purchase web conferencing software from Blackboard, Inc. (Pittsburgh, PA), a sole source vendor, for the period beginning October 1, 2014 through September 30, 2015, at a total cost of \$63,361.70;
- 12) Computer Based Coursework Agreement (Renewal):** renew the computer based coursework agreement with Edgenuity, Inc. (Scottsdale, AZ), a sole source vendor, for the period beginning October 1, 2014 through September 30, 2015, at a total cost of \$27,880.00;
- 13) Information and Research Databases (Renewal):** renew the information and research databases with ProQuest, LLC. (Chicago, IL), a sole source vendor, for the period beginning November 1, 2014 through October 31, 2015, at a total cost of \$29,040.00;
- 14) Library Database Subscription (Renewal):** renew the library database subscription with EBSCO Publishing/dba EBSCO Information Services Group (Ipswich, MA), a sole source vendor, for the period beginning November 1, 2014 through October 31, 2015, at an estimated cost of \$14,213.00;
- 15) Library Digital Video Subscription (Renewal):** renew the library digital video subscription with Film Media Group/Infobase Learning (New York, NY), a sole source vendor, for the period beginning July 1, 2014 through November 30, 2015, at a total cost of \$19,948.70;
- 16) Lumber and Building Materials (Renewal):** renew the contracts for lumber and building materials for the period beginning October 1, 2014 through September 30, 2015, at an estimated cost of \$40,000.00 with the following vendors:

- Diaz Floors & Interiors (Pharr, TX)
- Lowe's #1702 (Pharr, TX)
- McCoys Building Supply (Pharr, TX)
- Pro Build (McAllen, TX)

17)Online Books and Videos Database Subscription (Renewal): renew the online books and videos database subscription with ProQuest, LLC. (Chicago, IL), a sole source vendor, for the period beginning November 1, 2014 through October 31, 2015, at a total cost of \$13,925.00;

18)TexShare Library Database Program Participation (Renewal): renew the TexShare library database program participation with Texas State Library and Achieves Commission (Austin, TX), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of \$17,051.00. This fee is paid in advance and the vendor requires payment by October 31, 2014;

19)Time Clock Maintenance Agreement (Renewal): renew the time clock maintenance agreement with Troncoso's Time & Attendance (Pharr, TX), a sole source vendor, for the period beginning December 1, 2014 through November 30, 2015, at a total cost of \$21,738.00;

20)Welding Supplies (Renewal): renew the contracts for welding supplies for the period beginning October 1, 2014 through September 30, 2015, at an estimated cost of \$100,000.00 with the following vendors;

- Airgas USA, LLC. (McAllen, TX)
- Alamo Iron Works (Brownsville, TX)
- Matheson Gas Products (San Benito, TX)
- Weldinghouse, Inc. (Pharr, TX)

21)Facility Usage Interlocal Agreements (Lease/Rental): lease/rental facility usage interlocal agreements with the City of McAllen – McAllen Convention Center (McAllen, TX) for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$27,912.00.

SUMMARY TOTAL:

The total for all proposal awards, purchases, and renewals is \$921,270.40

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommended Board approval of the proposal awards, purchases, and renewals as listed. The motion carried.

Review and Recommend Action on Disposal of Surplus Property

Approval to dispose of surplus property valued at \$1,000 and over through The Public Group, a board approved vendor, will be requested at the September 23, 2014 Board meeting.

On September 19, 2011, the Board of Trustees awarded the contract for online auction services for a period beginning October 1, 2011 through September 30, 2012 with two one-year options to renew.

The surplus property went through an evaluation process by the departments to determine if the items were damaged beyond repair and unable to be utilized district wide.

The auction items were located at the South Texas College Receiving Department, 3700 W. Military Hwy., McAllen, TX. The online auction would begin on October 1, 2014 and continue until all items were sold.

A listing of the items to be auctioned was included in the packet for the Committee's information.

The items valued under \$1,000 were not included in the College's inventory but were recorded in a database. The items valued at \$1,000 and over were recorded and maintained in the College's inventory system.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommended Board approval to dispose of surplus property valued at \$1,000 and over through The Public Group, a board approved vendor, as presented. The motion carried.

Review and Recommend Action on Vendor for Operation of College Bookstore

Approval of a vendor for the operation of the College Bookstores will be requested at the September 23, 2014.

Bid proposals were solicited/advertised on June 23, 2014 and June 30, 2014 for the Operation of the College Bookstores. The proposals were opened on July 30, 2014. The new contract period for the operation of the college bookstores begins November 1, 2014.

Bid proposals were sent to six (6) vendors. Four (4) responses were received. A pre-bid conference was held on Tuesday, July 8, 2014 with representatives of four (4) different companies attending.

A bookstore consultant, Tom Byrne from Campus Bookstore Consulting (CBC), was contracted to review and analyze the proposals. Mr. Byrne attended the Committee meeting to discuss the proposals and respond to questions.

The bookstore proposal analysis was provided to the STC evaluation committee. The evaluations were completed by the STC's evaluation committee.

After review and evaluation of the proposals by the STC evaluation committee, the vendors were ranked as follows:

1. Barnes & Noble College Booksellers, LLC. (Basking Ridge, NJ)
2. Nebraska Book Company, Inc./dba Neebo (Lincoln, NE)
3. Follett Higher Education Group, Inc. (Westchester, IL)
4. BBA Solutions (Little Rock, AR)

The Request for Proposals included textbook/course material pricing policy stipulations and also included provisions which would allow the College to explore e-Texts and other textbook resources from other entities.

Mr. Byrne and Mr. George McCaleb discussed the text book vendor responses with the Committee. They identified compliance concerns, and suggested that staff could approach the top-two ranked vendors for a “best and final” offer, to give them both the opportunity to bring their responses into full compliance with the RFP.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommended staff request a “best and final” offer from the two top ranked vendors and clarification on policy compliance issues for presentation for subsequent Board action. The motion carried.

Adjournment

There being no further business to discuss, the Finance and Human Resources Committee Meeting of the South Texas College Board of Trustees adjourned at 7:55 p.m.

I certify that the foregoing are the true and correct minutes of the September 11, 2014 Finance and Human Resources Committee Meeting of the South Texas College Board of Trustees.

Dr. Alejo Salinas, Jr.
Chair

**Discussion and Action as Necessary on Starr County Tax Resale Property
and Resolution Authorizing Tax Resale**

Approval of the Starr County Tax Resale Property Cause No. TS-97-143; Rio Grande C.I.S.D. and Starr County vs. Pablo A. Saenz Jr. and the Resolution Authorizing the Tax Resale will be requested at the October 28, 2014, Board meeting.

The law offices of Linebarger Goggan Blair & Sampson, LLP have requested consideration and possible action on the tax resale of this property.

On July 5, 2011, Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Starr County Courthouse for struck off properties located within Starr County. The tax resale auction was published several times in the Starr County Town Crier. No bids were received at time of auction on any Rio Grande City properties; however on April 30, 2014 a private written bid was received for one (1) property listed as follows:

- Cause No. TS-97-143; Rio Grande C.I.S.D. and Starr County vs. Pablo A. Saenz Jr.

On struck off property as follows:

Lot 9, Block 13, Town of Rio Grande City located at Hwy 83 and North East St. Rio Grande

The total amount the College will receive is \$484.16.

Linebarger Goggan Blair & Sampson, LLP is submitting for the Board of Trustees' consideration the private written bid received.

The private written bid, the legal description for the property, as well as the amount of the bid, the South Texas College amount, the Analysis of Bid Received, and the Resale Resolution follow in the packet for your information and review.

A representative from Linebarger Goggan Blair & Sampson, LLP will be present at the meeting.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the October 28, 2014 Board meeting, the Starr County Tax Resale Property Cause No. TS-97-143; Rio Grande C.I.S.D. and Starr County vs. Pablo A. Saenz Jr. and the Resolution Authorizing the Tax Resale to Hernando and Iris Cardenas as presented.

ANALYSIS OF PRIVATE BID RECEIVED ON STRUCK-OFF PROPERTY

STYLE OF CASE: TS-97-143; Rio Grande C.I.S.D. and Starr County vs. Pablo A. Saenz Jr.

LEGAL DESCRIPTION: Lot 9, Block 13, Town of Rio Grande City
Account No. 14500-01300-00900-000000

PROPERTY LOCATION: Hwy 83 and North East St. Rio Grande

JUDGMENT DATE: December 15, 2000

DATE OF TAX SALE: March 6, 2007

SHERIFF'S DEED RECORDED: May 21, 2007

DATE OF TAX RESALE: July 5, 2011

AMOUNT OF JUDGMENT: \$23,210.40

COSTS OF SALE: \$792.00

AMOUNT OF BID: \$25,000.00

CURRENT APPRAISED VALUE: \$22,820.00

VALUE AT JUDGMENT: \$33,300.00

Entity Name	Amount Due Each Entity	Percentage To Be Received	Amount You Will Receive
Rio Grande City C.I.S.D.	\$38,566.52	64%	\$15,493.12
Starr County	\$19,747.36	33%	\$7,988.64
South Texas College	\$1,500.72	2%	\$484.16
City of Rio Grande City	\$732.06	1%	\$242.08

CONDITIONS OF SALE: COMMENTS: PLEASE APPLY PROCEEDS PURSUANT TO TEXAS PROPERTY TAX CODE SECTION 34.06 (B) - (E). JUDGMENT YEARS ARE TO BE PAID BEFORE POST JUDGMENT YEARS. ANY REMAINING BALANCE SHOULD BE REMOVED.

BIDDERS: Hernando & Iris Cardenas, 809 E Monroe St, Rio Grande City, TX 78582

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
TAX RESALE LIST
RIO GRANDE CITY CISD

SUIT NO.	LEGAL DESCRIPTION	ACCOUNT NUMBER	AMOUNT OF BID	AMOUNT FOR STC
TS-97-143 1	Lot 19, Block 13, Town of Rio Grande City	14500-0130-00900-0000000	\$25,000.00	\$484.16

RESOLUTION AUTHORIZING TAX RESALE

On the 28th day of October 2014, at the regularly scheduled meeting of the South Texas College Board of Education, a motion was duly made and seconded to resell the property described on the attached list, which was acquired by South Texas College through previous tax foreclosure proceedings. The property was sold in accordance with Texas Tax Code Ann. §34.05.

Discussion was then conducted, and upon completion of the same the Chair for South Texas College called for a vote on the motion, and the same was passed by majority. Now therefore:

BE IT RESOLVED that the Board of South Texas College approved the bid received on the property described in the attached list and authorizes the Chair for South Texas College to execute tax resale deed conveying the approved property.

SIGNED on this _____ day of _____, 2014.

Roy de León
Chair

ATTEST:

Secretary of the Board

Review and Recommend Action on Award of Proposals, Purchases, Renewals, Leases, and Interlocal Agreement

Approval of the following proposal awards, purchases, renewals, leases, and interlocal agreement will be requested at the October 28, 2014 Board meeting as follows:

1) Audio Visual Capture Device (Award)

Award the proposal for an audio visual capture device to Audio Visual Aids Corp (San Antonio, TX), at a total cost of \$30,209.00.

The audio visual capture device will be used to provide live streaming and recording of events.

Proposal documents were advertised and issued to five (5) vendors. Three (3) responses were received and reviewed by Instructional Technologies and the Purchasing Department.

Funds for this expenditure are budgeted in the Instructional Technologies Maintenance and Replacement budget for FY 2014-2015.

2) Merchant Services (Award)

Award the proposal for merchant services (credit card processing) to BBVA Compass (McAllen, TX) for the period beginning November 1, 2014 through October 31, 2016 with three one-year options for renew for an estimated annual cost of \$271,582.11, which is based on projected transactions.

Proposal documents were advertised and issued to five (5) vendors. Two (2) responses were received and reviewed by the Business Office and Purchasing Department.

The contract will allow BBVA Compass to provide merchant services which will permit students, faculty, staff, and the general public to pay for services provided by South Texas College with credit/debit cards. The contract will be for a period of two (2) years beginning November 1, 2014, with an option to renew for three (3) additional one-year periods. The proposed contract charges the following fees:

- Percentage rate of 1.74% on credit card, signature debit and PIN debit transactions
- Card Network Access fee of \$0.0195 per transaction
- Kilobyte fee of \$0.02 & Base II fee of 0.02% per Visa/MasterCard/Discover transactions
- Chargeback/Reversal fee of \$15.00 per chargeback/reversal
- Monthly PCI Compliance Solutions fee of \$10.99
- Monthly service support package fee of \$2.99

The current vendor is BBVA Compass and the new percentage rate offered of 1.74% per credit card, signature debit and PIN debit transactions is lower than the rate of 1.77% under the current contract.

Funds for this expenditure are budgeted in the Business Office – Credit Card Charges budget for FY 2014-2015.

3) Online Defensive Driving Training (Award)

Award the proposal for online defensive driving training to I Drive Safely, LLC. (Carlsbad, CA), for the period beginning November 1, 2014 through October 31, 2015 with two one-year options to renew. The College will receive \$8.75 commission payment per student, which is 35% of the total student tuition of \$25.00.

The online defensive driving training will be provided through the South Texas College Continuing Professional & Workforce Education Department. The course provides an alternative to the traditional defensive driving classroom course. The course is available to anyone who desires to improve their driving skills and also provides traffic citation dismissal benefits for those individuals who have received approval from a Texas court.

Proposal documents were advertised and issued to fifteen (15) vendors. Two (2) responses were received and reviewed by the Director of Continuing Professional & Workforce Education and Purchasing Department.

4) Travel Package for TexPrep Program (Reject)

Reject the proposal for travel package for TexPrep program due to the one proposal received being over the allowable grant budget.

Proposal documents were advertised and issued to three (3) vendors. One (1) responses were received and reviewed by the Director of High School Programs and the Purchasing Department.

5) Advertisement Agreement – Buses (Purchase)

Purchase advertisement agreement for buses from Lower Rio Grande Valley Development Council/Valley Metro (Weslaco, TX), a sole source vendor, for the period beginning December 1, 2014 through August 31, 2015, at a total cost of \$29,561.40.

As part of the upcoming branding and enrollment campaign, the advertisement will include the South Texas College logo and artwork displayed/wrapped on two (2) shuttle buses. These shuttle buses travel throughout Hidalgo and Starr County and are moving billboards that offer continuous exposure to the community, drivers and pedestrians.

The Lower Rio Grande Valley Development Council/Valley Metro will purchase the wraps for the buses which will include the South Texas College logo. South Texas College will reimburse The Lower Rio Grande Valley Development Council/Valley Metro for the expenditure.

Funds for this expenditure are budgeted in the Public Relations budget for FY 2014-2015.

6) Advertisement Agreement – Continuing Education (Purchase)

Purchase advertisement agreement for Continuing Education from ACM Valley Multimedia Network/dba Valley Town Crier (McAllen, TX), a sole source vendor, for the period beginning September 17, 2014 through August 31, 2015, at a total cost of 15,480.00.

The advertisement is for all the courses offered through Continuing Education Department, including ESL. This will include the following courses: Alternative Teacher Certification Program, Real Estate, Activity Director, Pharmacy Tech Trainee, Phlebotomy, Certified Nurse Assistant, Computer Applications, Pipe Welding, Certified Dietary Manager, Emergency Attendant, Police Academy, ACT Prep and several other courses.

Funds for this expenditure are budgeted in the Continuing Professional & Workforce Education – PR & Advertising budget for FY 2014-2015.

7) Catering Services (Purchase)

Purchase catering services from Centerplate at McAllen Convention Center (McAllen, TX), a sole source vendor, at an estimated cost of \$28,700.00.

The catering services will be provided for faculty and staff professional development days which will be held at the McAllen Convention Center. It will include the following events:

- September 18, 2014 – College Wide Professional Development for Faculty and Staff
- June 19, 2015 – South Texas Leadership Academy for Staff
- August 15, 2015 – Adjunct/Dual Enrollment Professional Development Day
- August 17, 2015 – Academic Affairs Professional Development Day

Funds for this expenditure are budgeted in the Professional Staff Development – Auxiliary budget for FY 2014-2015.

8) Computers, Laptops, and Tablets (Purchase)

Purchase of computers, laptops, and tablets from the State of Texas Department of Information Resources (DIR) approved vendor Dell Marketing, LP. (Dallas, TX) and from the National Joint Powers Alliance approved vendor CDW Government, in the total amount of \$98,054.44.

All purchase requests for computers, laptops, and tablets have been evaluated by Technology Resources Department and the Chief Information Officer. An itemized list with justification is included for your review and information.

The purchases can be summarized as follows:

- Staff-Use Computers
 - ⇒ 1 Computer for Mathematics
 - ⇒ 1 Computer for CPWE
 - ⇒ 1 Computer for Central Receiving

- ⇒ 3 Computers for Distribution Center
- ⇒ 1 Computer for High School Programs and Services
- ⇒ 1 Computer for Instructional Technologies Maintenance and Replacement

- Faculty-Use Computers
 - ⇒ 3 Computers for Chemistry
 - ⇒ 8 Computers for Physics

- Student-lab Computers
 - ⇒ 24 Computers for CPWE
 - ⇒ 71 Computers for Computer Science

- Staff-Use Laptops
 - ⇒ 1 Laptop for DE Quality and Sustainability
 - ⇒ 2 Laptops for Business Office

- Faculty-Use Laptops
 - ⇒ 3 Laptops for Developmental English

- Staff-Use Tablets
 - ⇒ 1 Tablet for Accreditation
 - ⇒ 1 Tablet for Business Office
 - ⇒ 1 Tablet for Professional Development

- Faculty-Use Tablets
 - ⇒ 2 Tablets for Developmental English

Funds for these expenditures are budgeted in the requesting department budgets for FY 2014-2015 as follows: Mathematics, CPWE, Central Receiving, Distribution Center, High School Programs and Services, Instructional Technologies Maintenance and Replacement, Chemistry, Physics, Computer Science, DE Quality and Sustainability, Business office, Developmental English, Accreditation, and Professional Development.

9) Digital Advertising Agreement (Purchase)

Purchase a digital advertising agreement from Millennial Media, Inc./Jumtap (Baltimore, MD), a sole source vendor, for the period beginning November 1, 2014 through January 31, 2015, at a total cost of \$10,000.00.

As part of the upcoming branding and enrollment campaign, the digital advertising agreement will include mobile ads and mobile apps to be used on tablets and smartphones specifically through mobile-enabled websites. This advertising will reach users wherever they are located, on their smartphones, on their tablets or their computers.

Funds for this expenditure are budgeted in the Public Information budget for FY 2014-2015.

10)Furniture (Purchase)

Purchase furniture from the State of Texas Multiple Award Schedule (TXMAS) and Texas Association of School Boards - Buyboard approved vendors, at a total amount of \$141,456.88.

A	Allsteel, Inc.	\$19,600.09
B	Datum	\$1,275.62
C	Exemplis Corporation	\$3,525.00
D	The Hon Company	\$1,825.48
E	Inscape, Ltd.	\$29,667.59
F	Krueger International, Inc.	\$82,163.11
G	VIA, Inc.	\$3,399.99
	Total Amount	\$141,456.88

The purchases can be summarized as follows:

- Allsteel, Inc./Gateway Printing & Office Supply (Edinburg, TX)
 - Pecan Campus
 - ⇒ Panels for Building K – Student Services
 - ⇒ 38 Chair for Building K – Student Services
 - ⇒ 12 Chairs for Academic Affairs Support
- Datum/Gateway Printing & Office Supply (Edinburg, TX)
 - Pecan Campus
 - ⇒ 4 Shelving units for Building K- Student Services
- Exemplis Corporation/Gateway Printing & Office Supply (Edinburg, TX)
 - Pecan Campus
 - ⇒ 4 Sofas for Building K – Student Services
- The Hon Company/Gateway Printing & Office Supply (Edinburg, TX)
 - Pecan Campus
 - ⇒ 7 Bookcases and 2 Vertical File Cabinets for Building K – Student Services
- Inscape, Ltd./Gateway Printing & Office Supply (Edinburg, TX)
 - Pecan Campus
 - ⇒ Partition Prefabricated Walls for Building K – Student Services
 - Nursing Allied Health Campus
 - ⇒ Partition Prefabricated Walls for the Library
- Krueger International, Inc. / Gateway Printing & Office Supply (Edinburg, TX)
 - Pecan Campus
 - ⇒ 22 Computer Chairs, 35 Guest Chairs, 16 Stackable Chairs, 1 Desk, 4 Round Tables, 1 Work Table, 12 Workstations with Dividers for Building K – Student Services
 - ⇒ Cubicles for Building K – Student Services
 - ⇒ 36 Chairs and 20 Tables for Professional Development Classroom
- VIA, Inc. / Gateway Printing & Office Supply (Edinburg, TX)
 - Pecan Campus
 - ⇒ 11 Chairs for Building K – Student Services

Fund for these expenditures are budgeted in the requesting department budgets for FY 2014-2015 as follows: Academic Affairs Support, Nursing Allied Health Library Quiet Study Area-Construction, Pecan Student Services Administration Offices- FFE, and South Texas College in Focus grant.

11)Overnight Delivery Services (Purchase)

Purchase overnight delivery services from Fedex Government Services (Memphis, TN/ Pharr, TX), a Texas Procurement and Support Services (TPASS) term contract approved vendor, a division of the Texas Comptroller of Public Accounts, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$11,000.00 based on prior year expenditures.

The overnight, second day and ground delivery services will be used for letters and/or packages that are required to be delivered, insured and tracked by various South Texas College departments. The state program provides the services at a significant savings on all packages.

Funds for this expenditure are budgeted in the Postage budget for FY 2014-2015.

12)Police Equipment and Accessories (Purchase)

Purchase police equipment and accessories from GT Distributors, Inc. (Austin, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning October 29, 2014 through August 31, 2015, at a total cost of \$145,000.00.

Throughout the fiscal year, the South Texas College Police Department requires police equipment and accessories to continue operations. This equipment includes items for newly hired police officers and additional items for officers previously on staff. The equipment will include the following items: uniforms, duty gear, protective ballistic vests, protective ballistic shields, first aid supplies, tourniquets, weapons, ammunition, simunitions, belts, flashlights, accident kits, drug/alcohol testing kits, restraints, and traffic control equipment (barricades, cones and flares).

Funds for this expenditure are budgeted in the South Texas College Police budget for FY 2014-2015.

13)Police Vehicle Equipment and Accessories (Purchase)

Purchase police vehicle equipment and accessories from Fleet Safety Equipment, Inc. (Houston, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning October 29, 2014 through August 31, 2015, at an estimated amount of \$90,000.00.

The South Texas College Police Department is equipping police vehicles for patrolling, responding to 911 emergency calls, and other incidents at these campuses. The equipment includes in vehicle video cameras, required by Texas law for abbreviated racial profiling reporting, emergency lights, detention cages, and lockable safes.

Funds for this expenditure are budgeted in the South Texas College Police budget for FY 2014-2015.

14)Servers (Purchase)

Purchase servers from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$36,944.85.

The five (5) servers are needed to replace nine (9) year old hardware that is at end-of-life. These servers will provide additional storage space for computer lab software, as well as, a more reliable hosting environment for software upgrades and deployment to South Texas College computers district-wide.

Funds for this expenditure are budgeted in the Telecom budget for FY 2014-2015.

15)Science Instructional Supplies and Equipment (Purchase)

Purchase science instructional supplies and equipment from Fisher Science Education (Hanover Park, IL), a U. S. Communities (Purchasing Cooperative) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$20,000.00 based on prior year expenditures.

The science instructional supplies and equipment will be used for student instruction in the science and allied health programs.

Funds for this expenditure are budgeted in the Biology, Chemistry, Physics, Geology, Geography and Medical Technology budgets for FY 2014-2015.

16)Student Information Distribution Services (Purchase)

Purchase student information distribution services from Valley Newspaper Holdings, LLP./dba Valley Town Crier (McAllen, TX), a sole source vendor, for the period beginning November 1, 2014 through August 31, 2015, at an estimated cost of \$29,095.00.

The student information distribution services will include inserting the student class schedules for Spring 2015, Summer 2015 and Fall 2014 and Staying Connected Fall 2014, Spring 2015 and Summer 2015 issues in the different newspapers.

Funds for this expenditure are budgeted in the Catalogs and Brochures budget for FY 2014-2015.

17)Testing Materials – CAAP (Purchase)

Purchase testing materials – CAAP from ACT CAAP (Iowa City, IA), a sole source vendor, at an estimated cost of \$18,375.00.

Students enrolled in the BAT Program are administered the Collegiate Assessment of Academic Proficiency (CAAP) in the Fall, Spring and Summer sessions. It is the exam selected to meet SACS quality control management requirement. The exams consist of five sections: Writing Skills, Writing Essay, Mathematics, Reading and Critical Thinking.

Funds for this expenditure are budgeted in the Testing Center budget for FY 2014-2015.

18)Web-Network Advertisement Agreement (Purchase)

Purchase a web-network advertisement agreement from Adiant/Adblade (New York, NY), a sole source vendor, for the period beginning November 1, 2014 through January 31, 2015 at a total cost of \$10,000.00.

As part of the upcoming branding and enrollment campaign, the web-network advertisement will reach the community and students on their favorite sites as they browse their computer or mobile devices. The ads will direct students to a dedicated landing page where they can learn more or begin the registration process.

Funds for this expenditure are budgeted in the Public Information budget for FY 2014-2015.

19)Welding Supplies and Gases (Purchase)

Purchasing welding supplies and gases from AOC Welding Supply/Praxair (McAllen, TX), a Harris County Department of Education – Choice Partner (Purchasing Cooperative) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$25,000.00 based on prior year expenditures.

The welding supplies will be used for student instruction by the Welding Program in the Division of Business and Technology and the Continuing Professional and Workforce Education Department. It will include gases and classroom/lab supplies used by students for hands on instruction in welding classes throughout the district. The Maintenance Department purchases as needed for the day to day operation throughout the district.

Funds for this expenditure are budgeted in the Welding Program, Continuing Education and Facilities Maintenance for FY 2014-2015.

20)Catering Services (Renewal)

Renew the contracts for catering services for the period beginning November 21, 2014 through November 20, 2015, at an estimated cost of \$55,000.00 based on prior year expenditures. The vendors are as follows:

- a. Cornerstone Catering (Edinburg, TX)
- b. Delgar Foods/dba Delia's (Pharr, TX)
- c. Domine Catering, LLC. (McAllen, TX)
- d. El Reno Investments, LLC./dba Subway (Mission, TX)
- e. El Patio Restaurant (Mission, TX)
- f. Esperanza on Fifth, LLC./dba Blimpie (Weslaco, TX)
- g. Jason's Deli (Corpus Christi, TX/McAllen, TX)
- h. Pizza Properties, Inc./dba Peter Piper Pizza (El Paso, TX/McAllen, TX)
- i. Teresita's/dba Atencion Selecta (McAllen, TX)

The catering service are necessary throughout the district for the student activities events, professional development, South Texas College sponsored events and division meetings.

The Board awarded the contracts for catering services at the October 28, 2013 Board of Trustees meeting for one year with two one-year options to renew. The first renewal period begins November 21, 2014 through November 20, 2015.

The vendors have complied with all the terms and conditions of the contract and services have been satisfactory.

Funds for this expenditure are budgeted in the various auxiliary budgets for FY 2014-2015.

21)Chiller Maintenance Services (Renewal)

Renew the contract for chiller maintenance services with Pro Tech Mechanical, Inc. (Corpus Christi, TX), for the period beginning November 21, 2014 through November 20, 2015, at an estimated cost of \$83,705.01.

The chiller maintenance services contract provides scheduled preventive maintenance inspections and emergency service calls for the various chiller units located throughout the College district.

The Board awarded the contract for chiller maintenance services at the October 30, 2012 Board of Trustees meeting for one year with two one-year options to renew. The last renewal period begins November 21, 2014 through November 20, 2015.

The vendor has complied with all the terms and conditions of the contract and services have been satisfactory.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2014-2015.

22)Institutional Membership – AACC (Renewal)

Renew the institutional membership with American Association of Community Colleges (AACC) (Washington, D.C.), a sole source vendor, for the period beginning January 1, 2015 through December 31, 2015, at a total cost of \$15,490.00.

The AACC assists in protecting Pell Grant dollars, working to expand leadership development opportunities and is the national voice with the federal government, national media and business leaders for community colleges.

Funds for this expenditure are budgeted in the Institutional Membership budget for FY 2014-2015.

23)Institutional Membership – TACC (Renewal)

Renew the institutional membership with Texas Association of Community Colleges (TACC) (Austin, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$79,157.00.

The Texas Association of Community Colleges is comprised of all 50 public community college districts in the state and represents the interest of the colleges before the Texas

Legislature and state agencies. The General Appropriations Bill and legislation affecting public community colleges in general have been and remain the principal concern of TACC.

Funds for this expenditure are budgeted in the Institutional Membership budget for FY 2014-2015.

24) Internet Services (Renewal)

Renew the internet services with Time Warner Cable through the State of Texas Department of Information Resources (DIR) for the period beginning April 1, 2015 through March 31, 2016, at a monthly cost of \$15,500.00, a one-time upgrade fee of \$500.00, a monthly federal fee of \$2,790.00, and at an annual cost of \$219,980.00.

The State of Texas Department of Information Resources (DIR) internet service contracts are for a three (3) year period. The total cost of the three-year contract is \$658,940.00.

With this renewal an internet services upgrade is required for the direct service to the Pecan Campus. It will upgrade the current 500 megabits to 2 gigabits of service. The increase is needed to service the new construction that will be completed at that time.

The approval is requested at this time so that the vendor is notified and can begin the infrastructure preparation. With this advance notification, the vendor will be ready to provide service and meet the College's needs by April 1, 2015.

Funds for this expenditure are budgeted in the Telecom budget for FY 2014-2015.

25) Microsoft Campus License Agreement (Renewal)

Renew the Microsoft Campus License agreement with Software House International (SHI) Government (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning November 1, 2014 through October 31, 2015, at a total cost of \$110,623.96.

The Microsoft Campus License agreement includes the following software: Windows 7 Enterprise Upgrade, Microsoft Office Professional Plus 2013, Office for Mac 2011, Microsoft Enterprise Client Access License (CAL) Suite, CAL for Lync Server Plus, CAL for Microsoft Windows Remote Desktop Services, Office 365 Plan A 2 for Faculty/Staff, Office 365 Plan A2 for Students, and Office 365 Plan A3 add on from core CAL Enterprise CAL license.

The agreement will be for a period beginning November 1, 2014 through October 31, 2015. The license agreement is a non-perpetual license with a one year software assurance that includes upgrades for the products mentioned above and ensures that all the College owned computers are Microsoft License compliant.

Funds for this expenditure are budgeted in the Client Services budget for FY 2014-2015.

26) Mobile Storage Services (Renewal)

Renew the contracts for mobile storage services for the period beginning December 18, 2014 through December 17, 2015, at an estimated cost of \$10,000.00. The vendors are as follows:

- Mobile Mini I, Inc. (Tempe, AZ/Pharr, TX)
- PODS of the Rio Grande Valley (Edinburg, TX)

The mobile storage services contracts will provide rental of mobile storage containers to the College as needed throughout the district to store furniture and other equipment during construction and renovation projects.

The Board awarded the contracts for mobile storage services at the November 26, 2013 Board of Trustees meeting for one year with two one-year options to renew. The first renewal period begins December 18, 2014 through December 17, 2015.

The vendors have complied with all the terms and conditions of the contract and services have been satisfactory.

Funds for this expenditure are budgeted in the Facilities Planning and Construction budget for FY 2014-2015.

27) Online Admissions Application Service (Renewal)

Renew the online admissions application service with Texas Higher Education Coordinating Board (Austin, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$10,660.00.

The online admissions application service is the statewide application for college and university admission. South Texas College is requested to use this online application system to admit to the college. All of our new students, transfer and returning students use this application to apply. All Texas colleges and universities are required by state law to use this application called "ApplyTexas".

Funds for this expenditure are budgeted in the Admission & Records budget for FY 2014-2015.

28) Online Course Evaluation License Agreement (Renewal)

Renew the online course evaluation license agreement with Gap Technologies, Inc. (Buffalo, NY), a sole source vendor, for the period beginning January 15, 2015 through January 14, 2016, at an estimated cost of \$22,000.00.

The online course evaluation license agreement is a hosted service that provides the online administration of the Student Evaluations of Faculty which includes detailed reporting tools for analyzing and publishing of evaluation results.

Funds for this expenditure are budgeted in the Curriculum and Student Learning budget for FY 2014-2015.

29)Physical and Mental Fitness Training (Renewal)

Renew the contract for physical and mental fitness training with Cross Fit One (McAllen, TX), for the period beginning November 1, 2014 through October 31, 2015, at no charge to the College. Each student will pay South Texas College \$360.00 for the course and the vendor will bill South Texas College \$325.00. South Texas College will make a commission of \$35.00 per student enrolled in the course, which recovers the administrative costs associated with the program.

The physical and mental training will prepare individuals, including active and in-training peace officers, on how to affect arrests, self-defense tactics and mental conditioning.

The Board awarded the contract for physical and mental fitness training at the October 30, 2012 Board of Trustees meeting for one year with two one-year options to renew. The last renewal period begins on November 1, 2014 through October 31, 2015.

The vendor has complied with all the terms and conditions of the contract and services have been satisfactory.

30)Promotional Items for Student Outreach (Renewal)

Renew the contracts for promotional items for student outreach for the period beginning November 27, 2014 through November 26, 2015, at an estimated cost of \$55,000.00. The vendors are as follows:

- Primary: Authentic Promotions.com (Carmichael, CA)
- Secondary: Safeguard Universal, LLC. (Corpus Christi, TX)
Imprezos Pro Uniforms, LLC. (McAllen, TX)
Images In Ink, Inc. (McAllen, TX)
Elite Promotions (Brownsville, TX)
Gateway Printing & Office Supply (Edinburg, TX)

The promotional items include pens, pencils, sports packs, water bottles, lanyards, canvas bags, folders and key chains with South Texas College logo which will be used to recruit students at local high schools, community events and South Texas College student events.

College Connections and Public Relations and Marketing leverage promotional items to build and sustain a college going culture as well as brand identity and loyalty with prospective students (grades PK-12) and their families, current students, colleagues in K-12, stakeholders, campus visitors and the community. The distribution of promotional items is consistent with strategic direction number three (3): South Texas College leads the transformation of the region to a “college-going” culture whereby attending and completing higher education is expected for all.

The Public Relations and Marketing Office provides promotional items for the college’s community outreach efforts. Items are ordered as needed throughout the fiscal year for the following reasons:

- Increase awareness of South Texas College at different community events

- Promote career/health fairs, festivals, financial aid fairs and campus community events
- Promote numerous community events that benefit the College and college partners
- Promote special recruitment events such as Ladies Night at the Technology Campus, Lunch and Learn program, and registration round-ups
- Create awareness through Jerry the Jaguar appearances at parades and other community events, school events, college activities, etc.
- Alumni & Friends activities for students, graduates and community members to recruit members to the organization
- Promote student recruitment for the certificate, associate degree and bachelor of applied technology programs
- Recognition for speakers and special visitors to the college
- Promote “Junior Jaguar” program to elementary age children to instill a college-going culture
- Promote the “Graduate on Time” program to encourage students to complete graduation

The College Connections Department purchases promotional items for the following:

- Create a college-going culture through College Bound activities for elementary school students participating in the school adoption program. The college has adopted the following eleven (11) elementary schools: Marcell Elementary, Mission CISD; Roosevelt Elementary, McAllen ISD; Cesar Chavez Elementary, Pharr San Juan Alamo ISD; North Grammar Elementary, Rio Grande City CISD; E.B. Reyna Elementary, La Joya ISD; Lincoln Elementary, Edinburg CISD; Progreso ISD; Mercedes ISD and Weslaco, ISD.
- Promote a college-going culture for high school students participating in college bound programming and campus visits. Hidalgo and Starr Counties are home to over 77 high school sites with over 55,000 students in grades 9-12. In 2014, the College Connections and Dual2Degree staff conducted over 100 high school visits, hosted 30 college bound events and welcomed over 150 schools to one of our 5 campuses.

The Board awarded the contracts for promotional items for student outreach at the November 26, 2013 Board of Trustees meeting for one year with two one-year options to renew. The first renewal period begins November 27, 2014 through November 26, 2015.

The vendors have complied with all the terms and conditions of the contract and services have been satisfactory.

Funds for this expenditure are budgeted in the College Connections and Admissions and Dual2Degree and Public Relations and Marketing budgets for FY 2014-2015.

31) Promotional T-Shirts for Student Outreach (Renewal)

Renew the contracts for promotional t-shirts for student outreach for the period beginning November 27, 2014 through November 26, 2015, at an estimated cost of \$71,000.00. The vendors are as follows:

- A & L Athletics (McAllen, TX)
- Authentic Promotions.com (Carmichael, CA)
- Gateway Printing & Office Supply (Edinburg, TX)
- Images in Ink, Inc. (McAllen, TX)
- Imprezos Pro Uniforms, LLC. (Pharr, TX)
- Safeguard Universal, LLC. (Corpus Christi, TX)

The promotional items consist of t-shirts that will be used by Student Activities, Student Outreach and Public Relations and Marketing, for student recruitment and marketing throughout the district. The shirts are used to build brand loyalty and identify with prospective students, their families and the community.

- Student Activities - \$25,000.00
 - ⇒ Student Intramural Sport Teams (Basketball, Soccer, Flag Football, Dodge Ball, Volleyball, etc.)
 - ⇒ Student Leadership Academy and Student Government Association
 - ⇒ South Texas College Fitness Academy for Marketing and Recruitment
 - ⇒ Student Activities and Wellness events for marketing and recruitment (Earth Day, etc.)
 - ⇒ First Year Connection Orientation for new students
- College Connections and Dual2Degree - \$27,000.00
 - ⇒ College Bound t-shirts for elementary school students participating in the school adoption program. Each student received a future student t-shirt that is worn on South Texas College Friday's. The college has the following eleven (11) elementary schools: Marcell Elementary, Mission CISD; Roosevelt Elementary, McAllen ISD; Cesar Chavez Elementary, Pharr San Juan Alamo ISD; North Grammar Elementary, Rio Grande City CISD; E.B. Reyna Elementary, La Joya ISD; Lincoln Elementary, Edinburg CISD; Progreso ISD, Mercedes ISD and Weslaco ISD. The program helps create a college-going culture.
 - ⇒ South Texas College t-shirts for distribution to high school students participating in college bound programming and campus visits. Hidalgo and Starr Counties are home to over 77 high school sites with over 55,000 students in grades 9-12. In 2014, the College Connections and Dual2Degree staff conducted over 100 high school visits, hosted 30 college bound events and welcomed over 150 schools to one of our 5 campuses.
- Public Relations and Marketing - \$19,000.00
 - ⇒ Increase awareness of South Texas College at different community events and organizations, such as Borderfest

- ⇒ Promote career/health fairs, festivals, financial aid fairs and campus community events
- ⇒ Promote numerous community events that benefit the College and college partners
- ⇒ Promote special recruitment events such as Ladies Night at the Technology Campus, Lunch and Learn program and registration round-ups
- ⇒ Create awareness through Jerry the Jaguar appearances at parades and other community events, school events, college activities, etc.
- ⇒ Alumni & Friends activities for students, graduates and community members to recruit members to the organization
- ⇒ Promote student recruitment for the certificate, associate degree and bachelor of applied technology programs
- ⇒ Recognition for speakers and special visitors to the college
- ⇒ Promote “Junior Jaguar” program to elementary age children to instill a college-going culture
- ⇒ Promote the “Graduate on Time” program to encourage students to complete graduation
- ⇒ Promote the educational partnership with the Vipers basketball team

The Board awarded the contracts for promotional t-shirts for student outreach at the November 26, 2013 Board of Trustees meeting for one year with two one-year options to renew. The first renewal period begins November 26, 2014 through November 25, 2015.

The vendors have complied with all the terms and conditions of the contract and services have been satisfactory.

Funds for this expenditure are budgeted in the Student Activities, College Connections and Dual2Degree and Public Information and Marketing budgets for FY 2014-2015.

32)Records Management Services (Renewal)

Renew the contract for records management services with Records Consultant, Inc. (San Antonio, TX), for the period beginning November 1, 2014 through October 31, 2015, at an estimated cost of \$20,000.00.

The records management services will provide boxing of records, dating of records, tracking of records and destruction of records for the Business Office, Admissions, Financial Aid, Human Resources, Accountability, Maintenance, Purchasing and other departments as necessary.

The Board awarded the contract for records management services at the October 30, 2012 Board of Trustees meeting for one year with two one-year options to renew. The last renewal period begins November 1, 2014 through October 31, 2015.

The vendor has complied with all the terms and conditions of the contract and services have been satisfactory.

Funds for this expenditure are budgeted in the Records Retention budget for FY 2014-2015.

33)Billboard Advertising Space (Lease/Purchase)

Lease of billboard advertising space from Lamar Limited Texas (San Benito, TX), a sole source vendor, for the period beginning November 17, 2014 through February 18, 2015, at a total cost of \$40,980.00.

As part of the upcoming branding and enrollment campaign, the billboard advertising space will provide highly visible media that will reach areas in Hidalgo and Starr counties such as:

- 10 billboards, 12 week run
- Targeting 2,058,304 impressions for the entire run
- Rates range from \$500 to \$2,000 per 4 week period
- CPM (Cost to per 1,000 impressions) is \$8.11
- Locations are Donna, Alamo, San Juan, Mercedes, Edinburg, Mission, Palmview, Rio Grande City, Roma, and Weslaco

Funds for this expenditure are budgeted in the Public Information budget for FY 2014-2015.

34)Graduation Facility (License Agreement)

Lease the graduation facility from the City of Hidalgo – Texas Municipal Facilities Corporation (State Farm Arena) (Hidalgo, TX), an interlocal license agreement for May 14, 2015 beginning at 8:00 a.m. through May 16, 2015 at midnight, at an estimated cost of \$23,000.00.

The ceremonies will be held on Friday, May 15, 2015 and Saturday, May 16, 2015.

The facilities will be used for all South Texas College graduation ceremonies in May 2015. The cost includes the use of the facility, audio visual equipment and personnel.

Funds for this expenditure are budgeted in the Graduation Account budget for FY 2014-2015.

35)Online Access to Various Resources and Training Materials (Interlocal Agreement)

Enter into an interlocal agreement with the Oregon State Board of Higher Education through Portland State University, for the period beginning October 1, 2014 through September 30, 2015, at a total cost of \$5,000.00.

This agreement will provide the community with training opportunities in digital literacy and internet use.

Funds for this expenditure are budgeted in the Continuing Professional and Workforce Education Carryover budget for FY 2014-2015.

Recommendation:

It is requested that the Finance and Human Resources Committee recommend for Board approval at the October 28, 2014 Board meeting the proposal awards, purchases, renewals, leases, and interlocal agreement as listed below:

- 1) **Audio Visual Capture Device (Award):** award the proposal for an audio visual capture device to Audio Visual Aids Corp (San Antonio, TX), at a total cost of \$30,209.00;
- 2) **Merchant Services (Award):** award the proposal for merchant services (credit card processing) to BBVA Compass (McAllen, TX) for the period beginning November 1, 2014 through October 31, 2016 with three one-year options to renew for an estimated annual cost of \$271,582.11, which is based on projected transactions;
- 3) **Online Defensive Driving Training (Award):** award the proposal for online defensive driving training to I Drive Safely, LLC. (Carlsbad, CA), for the period beginning November 1, 2014 through October 31, 2015 with two one-year options to renew. The College will receive \$8.75 commission payment per student, which is 35% of the total student tuition of \$25.00;
- 4) **Travel Package for TexPrep Program (Reject):** reject the proposal for travel package for TexPrep program due to the one proposal received being over the allowable grant budget;
- 5) **Advertisement Agreement – Buses (Purchase):** purchase an advertisement agreement for buses from Lower Rio Grande Valley Development Council/Valley Metro (Weslaco, TX), a sole source vendor, for the period beginning December 1, 2014 through August 31, 2015, at a total cost of \$29,561.40;
- 6) **Advertisement Agreement – Continuing Education (Purchase):** purchase an advertisement agreement for Continuing Education from ACM Valley Multimedia Network/dba Valley Town Crier (McAllen, TX), a sole source vendor, for the period beginning September 17, 2014 through August 31, 2015, at a total cost of \$15,480.00;
- 7) **Catering Services (Purchase):** purchase catering services from Centerplate at McAllen Convention Center (McAllen, TX), a sole source vendor, at an estimated cost of \$28,700.00;
- 8) **Computers, Laptops and Tablets (Purchase):** purchase computers, laptops, and tablets from the State of Texas Department of Information Resources (DIR) approved vendor Dell Marketing, LP. (Dallas, TX) and from the National Joint Powers Alliance approved vendor CDW Government, in the total amount of \$98,054.44;
- 9) **Digital Advertising Agreement (Purchase):** purchase a digital advertising agreement from Millennial Media, Inc./Jumtapp (Baltimore, MD), a sole source vendor, for the period beginning November 1, 2014 through January 31, 2015, at a total cost of \$10,000.00;

10)Furniture (Purchase): purchase furniture from the State of Texas Multiple Award Schedule (TXMAS) and Texas Association of School Boards – Buyboard approved vendors, at a total amount of \$141,456.88.

A	Allsteel, Inc.	\$19,600.09
B	Datum	\$1,275.62
C	Exemplis Corporation	\$3,525.00
D	The Hon Company	\$1,825.48
E	Inscape, Ltd.	\$29,667.59
F	Krueger International, Inc.	\$82,163.11
G	VIA, Inc.	\$3,399.99
	Total Amount	\$141,456.88

- 11)Overnight Delivery Services (Purchase):** purchase overnight delivery services from FedEx Government Services (Memphis, TN/Pharr, TX), a Texas Procurement and Support Services (TPASS) term contract approved vendor, a division of the Texas Comptroller of Public Accounts, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$11,000.00 based on prior year expenditures;
- 12)Police Equipment and Accessories (Purchase):** purchase police equipment and accessories from GT Distributors, Inc. (Austin, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning October 29, 2014 through August 31, 2015, at a total cost of \$145,000.00;
- 13)Police Vehicle Equipment and Accessories (Purchase):** purchase police vehicle equipment and accessories from Fleet Safety Equipment, Inc. (Houston, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning October 29, 2014 through August 31, 2015, at an estimated amount of \$90,000.00;
- 14)Servers (Purchase):** purchase servers from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$36,944.85;
- 15)Science Instructional Supplies and Equipment (Purchase):** purchase science instructional supplies and equipment from Fisher Science Education (Hanover Park, IL), a U. S. Communities (Purchasing Cooperative) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$20,000.00 based on prior year expenditures;
- 16)Student Information Distribution Services (Purchase):** purchase student information distribution services from Valley Newspaper Holdings, LLP./dba Valley Town Crier (McAllen, TX), a sole source vendor, for the period beginning November 1, 2014 through August 31, 2015, at an estimated cost of \$29,095.00;
- 17)Testing Materials - CAAP (Purchase):** purchase testing materials - CAAP from ACT CAAP (Iowa City, IA), a sole source vendor, at an estimated cost of \$18,375.00;

- 18)Web-Network Advertisement Agreement (Purchase):** purchase a web-network advertisement agreement from Adiant/Adblae (New York, NY), a sole source vendor, for the period beginning November 1, 2014 through January 31, 2015, at a total cost of \$10,000.00;
- 19)Welding Supplies and Gases (Purchase):** purchase welding supplies and gases from AOC Welding Supply/Praxair (McAllen, TX), a Harris County Department of Education – Choice Partner (Purchasing Cooperative) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$25,000.00 based on prior year expenditures;
- 20)Catering Services (Renewal):** renew the contracts for catering services for the period beginning November 21, 2014 through November 20, 2015, at an estimated cost of \$55,000.00 based on prior year expenditures. The vendors are as follows:
- a. Cornerstone Catering (Edinburg, TX)
 - b. Delgar Foods/dba Delia's (Pharr, TX)
 - c. Domine Catering, LLC. (McAllen, TX)
 - d. El Reno Investments, LLC./dba Subway (Mission, TX)
 - e. El Patio Restaurant (Mission, TX)
 - f. Esperanza on Fifth, LLC./dba Blimpie (Weslaco, TX)
 - g. Jason's Deli (Corpus Christ, TX/McAllen, TX)
 - h. Pizza Properties, Inc./dba Peter Piper Pizza (El Paso, TX/McAllen, TX)
 - i. Teresita's/dba Atencion Selecta (McAllen, TX)
- 21)Chiller Maintenance Service (Renewal):** renew the contract for chiller maintenance service with Pro Tech Mechanical, Inc. (Corpus Christi, TX), for the period beginning November 21, 2014 through November 20, 2015, at an estimated cost of \$83,705.01;
- 22)Institutional Membership – AACC (Renewal):** renew the institutional membership with American Association of Community Colleges (AACC) (Washington, D.C.), a sole source vendor, for the period beginning January 1, 2015 through December 31, 2015, at a total cost of \$15,490.00;
- 23)Institutional Membership – TACC (Renewal):** renew the institutional membership with Texas Association of Community Colleges (TACC) (Austin, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$79,157.00;
- 24)Internet Services (Renew):** renew the internet services with Time Warner Cable through the State of Texas Department of Information Resources (DIR) for the period beginning April 1, 2015 through March 31, 2016, at a monthly cost of \$15,500.00, a one-time upgrade fee of \$500.00, a monthly federal fee of \$2,790.00, and at an annual cost of \$219,980.00. The State of Texas Department of Information Resources (DIR) contracts are for a three (3) year period. The total cost of the three-year contract is \$658,940.00;
- 25)Microsoft Campus License Agreement (Renewal):** renew the Microsoft Campus License agreement with Software House International (SHI) Government (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning November 1, 2014 through October 31, 2015, at a total cost of \$110,623.96;

- 26) Mobile Storage Services (Renewal):** renew the contracts for mobile storage services for the period beginning December 18, 2014 through December 17, 2015, at an estimated cost of \$10,000.00. The vendors are as follows:
- Mobile Mini I, Inc. (Tempe, AZ/Pharr, TX)
 - PODS of the Rio Grande Valley (Edinburg, TX)
- 27) Online Admissions Application Service (Renewal):** renew the online admissions application service with Texas Higher Education Coordinating Board (Austin, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$10,660.00;
- 28) Online Course Evaluation License Agreement (Renewal):** renew the online course evaluation license agreement with Gap Technologies, Inc. (Buffalo, NY), a sole source vendor, for the period beginning January 15, 2015 through January 14, 2016, at an estimated cost of \$22,000.00;
- 29) Physical and Mental Fitness Training (Renewal):** renew the contract for physical and mental fitness training with Cross Fit One (McAllen, TX), for the period beginning November 1, 2014 through October 31, 2015, at no charge to the College. Each student will pay South Texas College \$360.00 for the course and the vendor will bill South Texas College \$325.00. South Texas College will make a commission of \$35.00 per student enrolled in the course and provide for the recovery of administrative costs associated with the program.
- 30) Promotional Items for Student Outreach (Renewal):** renew the promotional items for student outreach for the period beginning November 27, 2014 through November 26, 2015, at an estimated cost of \$55,000.00. The vendors are as follows:
- Primary: Authentic Promotions.com (Carmichael, CA)
 - Secondary: Safeguard Universal, LLC. (Corpus Christi, TX)
Imprezos Pro Uniforms, LLC. (Pharr, TX)
Images In Ink, Inc. (McAllen, TX)
Elite Promotions (Brownsville, TX)
Gateway Printing & Office Supply (Edinburg, TX)
- 31) Promotional T-Shirts for Student Outreach (Award):** renew the contracts for promotional t-shirts for student outreach for the period beginning November 27, 2014 through November 26, 2015, at an estimated cost of \$71,000.00. The vendors are as follows:
- A & L Athletics (McAllen, TX)
 - Authentic Promotions.com (Carmichael, CA)
 - Gateway Printing & Office Supply (Edinburg, TX)
 - Images in Ink, Inc. (McAllen, TX)
 - Imprezos Pro Uniforms, LLC. (Pharr, TX)
 - Safeguard Universal, LLC. (Corpus Christi, TX)
- 32) Records Management Services (Renewal):** renew the contract for records management services with Records Consultant, Inc. (San Antonio, TX), for the period beginning November 1, 2014 through October 31, 2015, at an estimated cost of \$20,000.00;

- 33) Billboard Advertising Space (Lease/Purchase):** lease billboard advertising space from Lamar Limited Texas (San Benito, TX), a sole source vendor, for the period beginning November 17, 2014 through February 18, 2015, at a total cost of \$40,980.00;
- 34) Graduation Facility (License Agreement):** lease the graduation facility from the City of Hidalgo – Texas Municipal Facilities Corporation (State Farm Arena) (Hidalgo, TX), an interlocal license agreement for May 14, 2015 beginning at 8:00 a.m. through May 16, 2015 at midnight, at an estimated cost of \$23,000.00;
- 35) Online Access to Various Resources and Training Materials (Interlocal Agreement):** enter into an interlocal agreement with the Oregon State Board of Higher Education through Portland State University, for the period beginning October 1, 2014 through September 30, 2015, at a total cost of \$5,000.00.

SUMMARY TOTAL:

The total for all proposal awards, purchases, renewals, leases, and interlocal agreement is \$1,832,054.65.

SOUTH TEXAS COLLEGE
1. AUDIO VISUAL CAPTURE DEVICE
PROJECT NO. 14-15-1024

NAME		Aisys Consulting, LLC.	Audio Visual Aids Corp		Pro SVL, Inc.			
ADDRESS		1217 E Hackberry Ave		2904 N Flores St		8812 Grow Dr		
CITY/STATE/ZIP		McAllen, TX 78501		San Antonio, TX 78212		Pensacola, FL 32514		
PHONE		956-686-0101		800-422-1282		888-441-8500		
FAX		956-686-0106		800-854-8140		850-484-4201		
CONTACT		Joel Hernandez		Ernest Mendez		Danny Hill		
#	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	
1	1	WIN-SYSCBA- S2HD/C SP-P Camera, Audio & Graphic Capture unit. To include 1 Year Support	\$ 26,596.59	\$ 26,596.59	\$ 24,995.00	\$ 24,995.00	\$ 24,121.37	\$ 24,121.37
2	3	WIN-SYSADD- SDI1/CS P-P, HD/SDI Input. To include 1 Year Support	\$ 1,062.50	\$ 3,187.50	\$ 1,059.00	\$ 3,177.00	\$ 964.67	\$ 2,894.01
3	3	WIN-ACC-CBA-BOB/K IT-P Rack Mount Kit and Break Out Box	\$ 688.24	\$ 2,064.72	\$ 679.00	\$ 2,037.00	\$ 602.87	\$ 1,808.61
4	1	Shipping/Delivery Charge	\$ 150.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -
TOTAL AMOUNT PROPOSED		\$ 31,998.81		\$ 30,209.00		\$ 28,823.99		
TOTAL EVALUATION POINTS		96.2		100		****		
RANKING		2		1		****		

****Vendor did not submit the required documents therefore was not evaluated.

SOUTH TEXAS COLLEGE
1. AUDIO VISUAL CAPTURE DEVICE
PROJECT NO. 14-15-1024
EVALUATION FORM

NAME		Aisys Consulting, LLC.		Audio Visual Aids Corp	
ADDRESS		1217 E Hackberry Ave		2904 N Flores St	
CITY/STATE/ZIP		McAllen, TX 78501		San Antonio, TX 78212	
PHONE		956-686-0101		800-422-1282	
FAX		956-686-0106		800-854-8140	
CONTACT		Joel Hernandez		Ernest Mendez	
1	The purchase price. (up to 50 points)	47.2	47.2	50	50
		47.2		50	
		47.2		50	
2	The reputation of the vendor and the vendor's goods and/or services. (up to 10 points)	10	10	10	10
		10		10	
		10		10	
3	The quality of the vendor's goods and/or services. (up to 18 points)	18	18	18	18
		18		18	
		18		18	
4	The extent to which the vendor's goods and/or services meet the district's needs. (up to 18 points)	18	18	18	18
		18		18	
		18		18	
5	The vendor's past relationship with the College. (up to 3 points)	3	3	3	3
		3		3	
		3		3	
6	The impact on the ability of the College to comply with the laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	1	1
		0		1	
		0		1	
TOTAL EVALUATION POINTS		96.2		100	
RANKING		2		1	

**SOUTH TEXAS COLLEGE
2. MERCHANT SERVICES
PROJECT NO. 14-15-1020**

VENDOR		BBVA Compass	Business Payment Systems
ADDRESS		3900 N 10th St	3900 N Jackson Rd
CITY/STATE/ZIP		McAllen, TX 78501	Pharr, TX 78577
PHONE		956-971-5901	956-631-1234
FAX		956-926-7840	956-631-1222
CONTACT		Gina Lobato	Maria M Yoo
#	Description	Proposed	Proposed
Applicable Charges			
1	Monthly maintenance fee	\$0.00	\$0.00
2	Service Support Package	\$2.99	\$0.00
Per transaction fee on:			
1	Credit card transaction (% and/or flat amount)	\$0.0195	(interchange +) .05%
2	Pin-less debit card transaction	\$0.0195	\$0.07
3	Pin-based debit card transaction	\$0.0195	\$0.07
4	Fees on refund transactions, if any	\$0.00	\$0.00
5	Chargeback fee	\$15.00	\$10.00
6	Retrieval fee	\$15.00	\$10.00
7	Installation Fee (if applicable)	\$0.00	\$0.00
8	Implementation and Conversions Costs (if applicable)	\$0.00	\$0.00
Merchant Discount			
1	MasterCard Transaction	1.740%	0.05%
2	Visa Transaction	1.740%	0.05%
3	Discover Transaction	1.740%	0.05%
4	Processing Method	Dial Pay	0.05%
5	Foreign Handling Fee	\$0.00	0.45%
6	Minimum Discount Fee	\$0.00	\$0.00
Surcharges			
1	Mid Qualified Discount Rate	Flat	NA Pass-thru
2	Non Qualified Discount Rate	Flat	NA Pass-thru
3	PCI Compliance Annual Fee	\$131.88	\$0.00
4	Other fees pertaining to PCI compliance	\$0.00	\$0.00
5	Voice Authorization	\$0.00	\$0.65
6	Internet Processing-Transaction Fee	\$0.00	0.03%
7	Internet Processing-Monthly Gateway Fee	\$0.00	\$0.00
8	BankCard per Authorization	\$0.00	\$0.07

**SOUTH TEXAS COLLEGE
2. MERCHANT SERVICES
PROJECT NO. 14-15-1020**

VENDOR		BBVA Compass	Business Payment Systems
ADDRESS		3900 N 10th St	3900 N Jackson Rd
CITY/STATE/ZIP		McAllen, TX 78501	Pharr, TX 78577
PHONE		956-971-5901	956-631-1234
FAX		956-926-7840	956-631-1222
CONTACT		Gina Lobato	Maria M Yoo
#	Description	Proposed	Proposed
9	Non BankCard per Authorization	\$0.00	\$0.07
10	Data Security Insurance	\$0.00	Pass-thru (PT)
11	Visa Network Access Authorization Fee	\$0.0195	Pass-thru (PT)
12	Visa Acquirer Processing Fee- Credit	\$0.00	Pass-thru (PT)
13	Visa Acquirer Processing Fee- Debit	\$0.00	Pass-thru (PT)
14	MasterCard Network Access Authorization Fee	\$0.0195	Pass-thru (PT)
15	MasterCard Network & Brand Usage Transaction	\$0.00	Pass-thru (PT)
16	Discover Network Access Authorization Fee	\$0.0195	Pass-thru (PT)
17	Credit Card Base II Kilobyte Fee	0.02% + \$0.02	Pass-thru (PT)
18	Other Credit Card Transaction Fee	\$0.00	Pass-thru (PT)
19	Debit Transaction Fee	\$0.00	Pass-thru (PT)
20	Debit Monthly Service Fee	\$0.00	Pass-thru (PT)
21	Cellular Data Fees for Mobile Payments	\$0.00	Pass-thru (PT)
22	Equipment Fee (specify)	Additional credit card machine cost	Pass-thru (PT)
23	Other fee (specify)	\$0.00	Pass-thru (PT)
Escalation			
1	3 rd Year	0.00%	0.03%
2	4 th Year	0.00%	0.30%
3	5 th Year	0.00%	0.03%
TOTAL EVALUATION POINTS		90.75	****
RANKING		1	****

****The vendor did not submit the required documents therefore was not evaluated.

**SOUTH TEXAS COLLEGE
2. MERCHANT SERVICES
PROJECT NO. 14-15-1020
EVALUATION FORM**

VENDOR		BBVA Compass	
STREET		3900 N 10th St	
STATE/ZIP		McAllen, TX 78501	
PHONE		956-971-5901	
FAX		956-926-7840	
CONTACT		Gina Lobato	
1	The purchase price. (up to 40 points)	38	38
		38	
		38	
		38	
2	The reputation of the vendor and the vendor's goods and/or services. (up to 18 points)	17	16.5
		15	
		17	
		17	
3	The quality of the vendor's goods or services. (up to 18 points)	16	16.25
		15	
		17	
		17	
4	The extent to which the good or services meet the district's needs. (up to 15 points)	13	13
		12	
		14	
		13	
5	The vendor's past relationship with the College. (up to 3 points)	3	3
		3	
		3	
		3	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Business. (up to 1 point)	0	0
		0	
		0	
		0	
7	The total long-term cost to the College to acquire the vendor's goods or services. (up to 5 points)	4	4
		4	
		4	
		4	
TOTAL EVALUATION POINTS		90.75	
RANKING		1	

SOUTH TEXAS COLLEGE
3. ON-LINE DEFENSIVE DRIVING TRAINING
PROJECT NO. 14-15-1027

	NAME	Adrenna, Inc.	I Drive Safely, LLC.
	ADDRESS	2200 Pennsylvania Ave 4th Fl East	5760 Fleet St # 210
	CITY/STATE	Washington, DC 20038	Carlsbad, CA 92008
	PHONE	855-237-3662	760-692-3225
	FAX	202-318-4328	760-692-3225
	CONTACT	Thomas W. Winterstein	Gregory Hallinan
#	DESCRIPTION	PROPOSED	PROPOSED
1	Online Defensive Driving Course Fee		\$25.00
2	Commission to the College per Student: 35% of Student Tuition		\$8.75
3	Commission to the College per Student after first 1000: 45% of Student Tuition		\$11.25
4	One-Time Setup Fee	\$18,000.00	
5	Annual Hosting Fee	\$6,000.00	
6	Administrative Support Portal, Phone, Email	\$6,000.00	
7	Administrative Training	\$9,600.00	
8	Professional Services Branding	\$7,500.00	
TOTAL EVALUATION POINTS		53.99	94.32
RANKING		2	1

SOUTH TEXAS COLLEGE
3. ON-LINE DEFENSIVE DRIVING TRAINING
PROJECT NO. 14-15-1027
EVALUATION FORM

VENDOR		Adrenna, Inc.		I Drive Safely, LLC.	
ADDRESS		2200 Pennsylvania Ave 4th Fl East		5760 Fleet St # 210	
CITY/STATE		Washington, DC 2038		Carlsbad, CA 72008	
PHONE		855-237-3662		760-692-3225	
FAX		202-318-4328		760-692-3225	
CONTACT		Thomas W. Winterstein		Gregory Hallinan	
1	The respondent's financial proposal: --Cost of courses --Commission to College (up to 40 points)	20	20	40	40
		20		40	
		20		40	
2	The respondent's reputation and experience. (up to 16 points)	9	9.66	15	15
		12		15	
		8		15	
3	The extent to which the goods and/or services meet the College's needs. (up to 15 points)	5	6	15	15
		8		15	
		5		15	
4	The respondent's success rate for clients for the services provided. (up to 10 points)	8	8	10	9.66
		8		9	
		8		10	
5	The quality of the respondent's proposal, including the responsiveness to requirements and adequacy of information provided. (up to 15 points)	11	10.33	15	14.66
		10		14	
		10		15	
6	The vendor's past relationship with the College. (up to 3 points)	0	0	0	0
		0		0	
		0		0	
7	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Business. (up to 1 points)	0	0	0	0
		0		0	
		0		0	
TOTAL EVALUATION POINTS		53.99		94.32	
RANKING		2		1	

**NO
BACKUP
FOR**

4. Travel Package for
TexPrep Program
(Reject)

SOUTH TEXAS COLLEGE
5. ADVERTISEMENT AGREEMENT - BUSES

		NAME			Lower Rio Grande Valley Development Council/ Valley Metro	
		ADDRESS			510 S Pleasantview Dr	
		CITY/STATE/ZIP			Weslaco, TX 78561	
		PHONE			956-969-5761	
		CONTACT			Gaby Garza	
#	Qty	Description			Unit Price	Extension
1	1	Advertising for Two (2) Valley Metro Buses displaying STC logo/artwork Service Dates: 12/1/14 - 8/31/15			\$ 29,561.40	\$ 29,561.40
TOTAL AMOUNT					\$	29,561.40

SOUTH TEXAS COLLEGE
6. ADVERTISEMENT AGREEMENT - CONTINUING EDUCATION
QUOTE NO. R0063486/R0063489

		NAME	ACM Valley Multimedia Network/dba Valley Town Crier	
		ADDRESS	1811 N 23rd	
		CITY/STATE/ZIP	McAllen, TX 78501	
		PHONE	956-682-2423	
		FAX	956-630-6371	
		CONTACT	Rick de Luna	
#	Qty	Description	Unit Price	Extension
1	1	Advertisement -Continuing Education Courses Period: 9/17/14 - 8/31/15	\$ 7,740.00	\$ 7,740.00
2	1	Advertisement - ESL Courses Period: 9/17/14 - 8/31/15	\$ 7,740.00	\$ 7,740.00
TOTAL AMOUNT			\$	15,480.00

**SOUTH TEXAS COLLEGE
7. CATERING SERVICES**

NAME			Centerplate at McAllen Convention Center	
ADDRESS			700 Convention Ctr Blvd	
CITY/STATE/ZIP			McAllen, TX 78501	
PHONE			956-681-3800	
#	Qty	Description	Unit Price	Extension
1	1	09/18/14 - College Wide Professional Development for Faculty and Staff	\$ 10,000.00	\$ 10,000.00
2	1	6/19/15 - South Texas Leadership Academy for Staff	\$ 7,000.00	\$ 7,000.00
3	1	08/15/15 - Adjunct/Dual Enrollment Professional Development Day	\$ 4,700.00	\$ 4,700.00
4	1	08/17/15 - Academic Affairs Professional Development Day	\$ 7,000.00	\$ 7,000.00
TOTAL AMOUNT			\$	28,700.00

SOUTH TEXAS COLLEGE
8. DISTRICT WIDE TECHNOLOGY REQUEST
OCTOBER 28, 2014

COMPUTERS					
#	Qty	Description	Unit Price	Extension	Requesting Department
1	1	Computer 3020 MT, 3.2GHz 1600MHz, 500GB Hard Drive, 8GB Memory 19" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 687.98	\$ 687.98	Mathematics Program - Mohmoud Fathelden Replacement of 8-yr-old system for Dept Staff
2	3	Computer 3020 MT, 3.2GHz 1600MHz, 500GB Hard Drive, 8GB Memory 19" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 687.98	\$ 2,063.94	Chemistry Program - Enriqueta Cortez Replacement of 5-yr-old systems for Dept Faculty
3	7	Computer 3020 MT, 3.2GHz 1600MHz, 500GB Hard Drive, 8GB Memory 19" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 687.98	\$ 4,815.86	Physics Program - Enriqueta Cortez (1) Replacement of 8-yr-old system for Dept Faculty (4) Replacement of 5-yr-old systems for Dept Faculty (1) Replacement of 4-yr-old system for Dept Faculty (1) Replacement of 2-yr-old system for Dept Faculty
4	25	Computer 3020 MT, 3.2GHz 1600MHz, 500GB Hard Drive, 8GB Memory 19" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 687.98	\$ 17,199.50	CPWE - Juan Carlos Aguirre (16) New systems for new Continuing Education student lab @ PCN Plaza (1) Replacement of 12-yr-old system for Continuing Education student lab (4) Replacement of 9-yr-old systems for Continuing Education student lab (3) Replacement of 8-yr-old systems for Continuing Education student lab (1) Replacement of 8-yr-old system for Dept Staff
5	1	Computer 7010 MT, 3.4GHz 1600MHz, 250GB Hard Drive, 8GB Memory 19" Monitor, 1GB Radeon Video Card, 16X DVD+/-RW, Warranty	\$ 758.00	\$ 758.00	Physics Program - Enriqueta Cortez Replacement of 6-yr-old system for Dept Faculty
6	1	Computer 7010 MT, 3.4GHz 1600MHz, 250GB Hard Drive, 8GB Memory 19" Monitor, 1GB Radeon Video Card, 16X DVD+/-RW, Warranty	\$ 758.00	\$ 758.00	Central Receiving - Becky Cavazos New system for new Dept Staff
7	3	Computer 7010 MT, 3.4GHz 1600MHz, 250GB Hard Drive, 8GB Memory 19" Monitor, 1GB Radeon Video Card, 16X DVD+/-RW, Warranty	\$ 758.00	\$ 2,274.00	Distribution Center - Becky Cavazos Replacement of 6-yr-old systems for Dept Staff
8	71	Computer 7010 MT, 3.4GHz 1600MHz, 250GB Hard Drive, 8GB Memory 19" Monitor, 1GB Radeon Video Card, 16X DVD+/-RW, Warranty	\$ 758.00	\$ 53,818.00	Computer Science - Saeed Molki (36) Replacement of out-of-warranty student lab systems @ PCN M (8) Replacement of 9-yr-old student lab systems @ PCN M (18) Replacement of 7-yr-old student lab systems @ PCN M (4) Replacement of 5-yr-old student lab systems @ PCN M (2) Replacement of 4-yr-old student lab systems @ MV G (2) Replacement of 3-yr-old student lab systems @ PCN M (1) Replacement of 2-yr-old student lab system @ PCN M
9	1	Computer 3020 MT, 3.2GHz 1600MHz, 500GB Hard Drive, 8GB Memory (2) 22" Monitor, 1GB Radeon Video Card, 16X DVD+/-RW, Warranty	\$ 1,291.45	\$ 1,291.45	High School Programs and Services - Nicolas Gonzalez Replacement of 8-yr-old system for Dept Staff

SOUTH TEXAS COLLEGE
8. DISTRICT WIDE TECHNOLOGY REQUEST
OCTOBER 28, 2014

#	Qty	Description	Unit Price	Extension	Requesting Department
10	1	Computer T3610 Workstation, 3.7GHz 1866MHz, 500GB & 2TB Hard Drives, 24" Monitor, 1GB NVIDIA Video Card, 8X Slimline DVD+-RW, Warranty	\$ 2,426.39	\$ 2,426.39	Instructional Technologies Maintenance & Replacement - Marie Evans Replacement of 8-yr-old system for video/audio/photo editing needs @ Starr
		COMPUTER TOTAL		\$ 86,093.12	
LAPTOPS					
11	1	Laptop E6440 Intel Core i5-4310M, 320GB Hard Drive, Battery, 8.0GB Memory, 8X DVD+-RW, HD Graphics 4600 Video Card, Warranty	\$ 1,056.09	\$ 1,056.09	DE Quality and Sustainability - Nicolas Gonzalez New system for new Dept Staff to complete work when out of office
12	2	Laptop E6440 Intel Core i5-4310M, 320GB Hard Drive, Battery, 8.0GB Memory, 8X DVD+-RW, HD Graphics 4600 Video Card, Warranty	\$ 1,143.23	\$ 2,286.46	Business Office - Myriam Lopez Additional systems for Dept Staff to complete work when out of office
13	3	Laptop E6440 Intel Core i5-4310M, 320GB Hard Drive, Battery, 8.0GB Memory, 8X DVD+-RW, HD Graphics 4600 Video Card, Warranty	\$ 1,056.09	\$ 3,168.27	Developmental English - Howard Price Additional systems for Dept Faculty for class instruction
		LAPTOP TOTAL		\$ 6,510.82	
TABLETS					
14	1	Microsoft Surface Pro 3, 128GB Storage, Core i5 4300U / 1.9GHz, 4GB RAM, Type-Cover Keyboard, Warranty	\$ 1,090.10	\$ 1,090.10	Accreditation - Laura Talbot Additional system for Dept Staff to complete work when out of office
15	1	Microsoft Surface Pro 3, 128GB Storage, Core i5 4300U / 1.9GHz, 4GB RAM, Type-Cover Keyboard, Warranty	\$ 1,090.10	\$ 1,090.10	Business Office - Myriam Lopez Additional system for Comptroller to complete work when out of office
16	1	Microsoft Surface Pro 3, 128GB Storage, Core i5 4300U / 1.9GHz, 4GB RAM, Type-Cover Keyboard, Warranty	\$ 1,090.10	\$ 1,090.10	Professional Development - Lee Etheridge Additional system for Dept Staff to complete work when out of office
17	2	Microsoft Surface Pro 3, 128GB Storage, Core i5 4300U / 1.9GHz, 4GB RAM, Type-Cover Keyboard, Warranty	\$ 1,090.10	\$ 2,180.20	Developmental English - Howard Price Additional systems for Dept Faculty for class instruction
		TABLET TOTAL		\$ 5,450.50	
		COMPUTER/LAPTOP/TABLET TOTAL		\$ 98,054.44	

SOUTH TEXAS COLLEGE
9. DIGITAL ADVERTISING AGREEMENT

NAME		Millennial Media, Inc./Jumtap		
ADDRESS		2400 Boston St Ste 201		
CITY/STATE/ZIP		Baltimore, MD 21224		
PHONE		917-301-4174		
FAX		855-845-2581		
CONTACT		Pedraic O' Conner		
#	Qty	Description	Unit Price	Extension
1	1	Digital Advertising and Data Platform Advertising through Mobile-Enabled Devices Period: 11/1/14 - 1/31/15	\$ 10,000.00	\$ 10,000.00
TOTAL AMOUNT			\$	10,000.00

**SOUTH TEXAS COLLEGE
10. DISTRICT WIDE FURNITURE REQUEST
OCTOBER 28, 2014**

#	Qty	Description	Unit Price	Extension	Requesting Department
Allsteel Inc./Gateway Printing & Office Supply (TXMAS-9-711050)					
1	3	ALS894342P Acoustical Panel 43Hx42W Low Profile	\$167.39	\$502.17	Pecan Student Services Admin Office-FFE - Dr. Shirley A. Reed
2	2	ALS893236P Acoustical Panel 32Hx36W Low Profile	\$139.55	\$279.10	ADA compliance reception enclosure for Pecan Campus Bldg. K
2	2	ALS801043P Straight Connector Kit 43H Low Profile	\$23.66	\$47.32	
1	1	ALS CVH11PF Variable Height 11H Low Profile	\$34.10	\$34.10	
1	1	ALS 801143P EII Connector Kit 43H Low Profile	\$35.15	\$35.15	
1	1	ALS801443P Panel End Cover-Fabric 43H Low Profile	\$23.66	\$23.66	
1	1	ALS801432P Panel End Cover-Fabric 32H Low Profile	\$23.66	\$23.66	
1	1	ALS 801132P EII Connector Kit 32H Low Profile	\$35.15	\$35.15	
1	1	ALS854242M Corner 15Dx42Wx42W Center top Flat	\$160.08	\$160.08	
1	1	ALS853636M Corner 15Dx36Wx36W Center top Flat	\$147.61	\$147.61	
1	1	ALS851542M Straight 15Dx42W Center top Flat	\$75.98	\$75.98	
7	7	ALS851500 Center top Brackets Low Profile	\$10.73	\$75.11	
2	38	ALS SPLA-SCU-UWHAIR Custom Scout Chair w/ Adjustable Arms	\$339.62	\$12,905.56	Pecan Student Services Admin Office-FFE - Dr. Shirley A. Reed Chairs to furnish the new offices created in Pecan Campus Bldg. K
3	12	ALS SPLA-SCU-UWHAIR Custom Scout Chair w/ Adjustable Arms	\$339.62	\$4,075.44	Academic Affairs Support - Dr. Anahid Petrosian Chairs for the conference rooms located Pecan Campus Bldg. X
4	1	Labor to receive, inspect, deliver and install	\$1,180.00	\$1,180.00	
		Allsteel Inc. Total		\$19,600.09	
Datum /Gateway Printing & Office Supply (TXMAS-14-71080)					
1	1	4 Post Shelving Unit	\$739.35	\$739.35	Pecan Student Services Admin Office-FFE - Dr. Shirley A. Reed
1	1	Freight	\$345.00	\$345.00	Storage Units for Pecan Campus Bldg. K
1	1	TX Mas Fee	\$11.27	\$11.27	
2	1	Labor to receive, inspect, deliver and install	\$180.00	\$180.00	
		Datum Total		\$1,275.62	
Exemplis Corporation/Gateway Printing & Office Supply (TXMAS-4-7110240)					
1	4	CPF-1 Compositum Flair Seating, Club 34Hx33Wx28D	\$828.63	\$3,314.52	Pecan Student Services Admin Office-FFE - Dr. Shirley A. Reed
4	4	TX MAS Fee	\$12.62	\$50.48	Seating for lobby at Pecan Campus Bldg. K
2	1	Labor to receive, inspect, deliver, install and remove debris	\$160.00	\$160.00	
		Exemplis Corporation Total		\$3,525.00	

**SOUTH TEXAS COLLEGE
10. DISTRICT WIDE FURNITURE REQUEST
OCTOBER 28, 2014**

#	Qty	Description	Unit Price	Extension	Requesting Department
The Hon Company/Gateway Printing & Office Supply (TXMAS-6-71111060-11)					
1	2	H314P Vertical File Cabinet 4 Drawer, Black	\$198.39	\$396.78	Pecan Student Services Admin Office-FFE - Dr. Shirley A. Reed
	7	HS72ABC Brigade Bookcase 5-Shelf 12 5/8Dx34 1/2Wx71H	\$159.10	\$1,113.70	File cabinets and bookcases to furnish the new offices created in Pecan Campus Bldg. K
2	1	Labor to receive, inspect, deliver, install and remove debris	\$315.00	\$315.00	
		The Hon Company Total		\$1,825.48	
Inscape Ltd./Gateway Printing & Office Supply (TXMAS-3-7110170)					
1	1	Partition Prefabricated Walls	\$7,782.25	\$7,782.25	Pecan Student Services Admin Office-FFE - Dr. Shirley A. Reed
	1	Freight	\$2,642.00	\$2,642.00	Wall panels needed to create offices at Pecan Campus Bldg. K
	1	Technical Support	\$2,000.00	\$2,000.00	
	2	Custom Color Paint Match One-Time Only	\$350.00	\$700.00	
2	1	Partition Prefabricated Walls	\$8,072.34	\$8,072.34	NAH Library Quiet Study Area-Const - Dr. Shirley A. Reed
	1	Freight	\$2,990.00	\$2,990.00	Wall panels needed to create an open, quiet study area for students at the Nursing Allied Health Library
	1	Technical Support	\$2,000.00	\$2,000.00	
	2	Custom Color Paint Match One-Time Only	\$350.00	\$700.00	
3	1	Labor to receive, inspect, deliver, install and remove debris	\$2,781.00	\$2,781.00	
		Inscape Ltd. Total		\$29,667.59	
Krueger International, Inc./Gateway Printing & Office Supply (TXMAS-3-7110400)					
1	3	AC8F.108 Activ8 Infeed	\$96.45	\$289.35	Pecan Student Services Admin Office-FFE - Dr. Shirley A. Reed
	4	AC8LP.29 Activ8 Jumper 29" Long	\$30.46	\$121.84	Furniture to furnish a new office and a lab in Pecan Campus Bldg. K
	6	AC8JP.77 Activ8 Jumper 77" Long	\$41.12	\$246.72	
	13	AC8RPTIT.12 Activ8 Module and Attachment Bracket for In Tandem	\$60.92	\$791.96	
	14	ITCL2429 In Tandem "C" Leg 24"Dx29"H	\$67.01	\$938.14	
	12	ITDV1724/E End Divider Screen, 17"Hx24"W	\$71.07	\$852.84	
	6	ITDV1724/M74P Middle Divider Screen 74P Edge, 17"Hx24"W	\$75.13	\$450.78	
	6	ITPS1772 In Tandem Privacy Screen Rect, 17"Hx72"W	\$146.19	\$877.14	
	1	ITSB36/NN/ND In Tandem End of Run Stand Alone, 36"W No Power	\$83.25	\$83.25	
	6	ITSB72/NN/ND In Tandem End of Run Stand Alone, 72" W	\$135.03	\$810.18	
	1	ITWS2436/NB-74P-N In Tandem Worksurface, Rect, No Power, 74P	\$96.45	\$96.45	
	6	ITWS2472/NB-74P-N In Tandem Worksurface, Rect, No Power, 74P	\$146.19	\$877.14	
	12	KOCFUL CPU Holder, Basic with Lock	\$166.50	\$1,998.00	
	22	TPNAU Torsion Pedestal Base Chair, Armless, Uphold Seat/Back	\$262.95	\$5,784.90	
	1	7D/D3054-74P-F Desk, Full Modesty Panel 74P Edge, 30"x54"W	\$361.42	\$361.42	
	1	S7P/1530WBBF File Supporting Ped Box/Box/File 30" Nominal Depth	\$290.36	\$290.36	

**SOUTH TEXAS COLLEGE
10. DISTRICT WIDE FURNITURE REQUEST
OCTOBER 28, 2014**

#	Qty	Description	Unit Price	Extension	Requesting Department
	35	RAPWAUS Rapture Four-Leg Armchair, Uphold Seat/Poly Back	\$143.14	\$5,009.90	
	16	MSP Maestro Stack Chair, Polypropylene	\$48.74	\$779.84	
	1	Set Up Fee for Special Juniper - One Time Charge	\$250.00	\$250.00	
	7	ITPS1772 In Tandem Privacy Screen Rect, 17"Hx72"W	\$146.19	\$1,023.33	
	14	ITDV1724/E End Divider Screen, 17"Hx24"W	\$71.07	\$994.98	
	7	ITDV1724/M74P Middle Divider Screen 74P Edge, 17"Hx24"W	\$75.13	\$525.91	
	4	BR35FX-74P Barron 42" Round Table, Fixed Legs 74P Edge	\$471.07	\$1,884.28	
	1	WBW2472-74P WorkZone Table, 74P Edge, 24"x72"W	\$288.32	\$288.32	
	2	46.0002.24 Wireworks Standard Horizontal Rail, 24"L, Black	\$11.52	\$241.92	Pecan Student Services Admin Office-FFE - Dr. Shirley A. Reed
	21	46.0002.36 Wireworks Standard Horizontal Rail, 36"L, Black	\$14.88	\$312.48	Cubicles to furnish the new offices created in Pecan Campus
	21	46.0002.42 Wireworks Standard Horizontal Rail, 42"L, Black	\$16.32	\$342.72	Bldg. K
	7	46.0017.24 Wireworks Domestic Power Base Trim/Raceway, 24"W	\$27.36	\$191.52	
	7	46.0017.36 Wireworks Domestic Power Base Trim/Raceway, 36"W	\$34.56	\$241.92	
	7	46.0017.42 Wireworks Domestic Power Base Trim/Raceway, 42"W	\$41.76	\$292.32	
	7	46.0040.24 Wireworks Top Caps, 24"W	\$11.04	\$77.28	
	7	46.0040.36 Wireworks Top Caps, 36"W	\$13.44	\$94.08	
	7	46.0040.42 Wireworks Top Caps, 42"W	\$18.24	\$127.68	
	21	46.0365 Wireworks Top Cap Splice Plate	\$0.48	\$10.08	
	7	PCP9066 Wireworks 90 Degree 2-Way "L" Corner, Unuphol, 66"H	\$140.16	\$981.12	
	7	PEP66 Wireworks End of Run Condition, 66"H	\$53.76	\$376.32	
	7	PEP66 Wireworks 180 Degree 2 Way In Line Connection, 66"H	\$35.04	\$245.28	
	14	PLT2418 Wireworks Laminate Tile, 24"Wx18"H	\$119.04	\$1,666.56	
	14	PLT2442 Wireworks Laminate Tile, 24"Wx42"H	\$154.08	\$2,157.12	
	14	PLT3618 Wireworks Laminate, 36"Wx18"H	\$139.68	\$1,955.52	
	14	PLT3642 Wireworks Laminate, 36"Wx42"H	\$191.52	\$2,681.28	
	14	PLT4218 Wireworks Laminate, 42"Wx18"H	\$144.00	\$2,016.00	
	14	PLT4242 Wireworks Laminate, 42"Wx42"H	\$218.88	\$3,064.32	
	6	PRDS36/W/W/PM Wireworks Universal Overhead w/Steel Door, 36"W	\$279.84	\$1,679.04	
	6	PRDS42/W/W/PM Wireworks Universal Overhead w/Steel Door, 42"W	\$294.72	\$1,768.32	
	6	PWC244224-74P Wireworks Curvilinear 90 Degree Corner, 74P Edge	\$221.28	\$1,327.68	
	7	PWM166 Wireworks Adjustable Wall Mount, 66"H	\$99.84	\$698.88	
	12	PWR2436-74P Wireworks Rectangular Worksurface, 74P Edge 24"Hx36"W	\$139.68	\$1,676.16	
	12	PWT30 Wireworks Wall Track, 30"H	\$14.88	\$178.56	
	6	S7P/1524WBBF File Supporting Ped-Box/File - 24" Nominal Depth	\$364.80	\$2,188.80	
	6	S7P/1524WFF File Supporting Ped-File/File 24" Nominal Depth	\$333.60	\$2,001.60	
	6	TLT5.24 Universal Shelf/Cabinet Task Light, 24"W	\$34.56	\$207.36	
	6	TLT5.36 Universal Shelf/Cabinet Task Light, 36"W	\$37.92	\$227.52	

SOUTH TEXAS COLLEGE
10. DISTRICT WIDE FURNITURE REQUEST
 OCTOBER 28, 2014

#	Qty	Description	Unit Price	Extension	Requesting Department
3	36	SNNAU Strive Nesting Armless Chair, Uphold Seat	\$237.79	\$8,560.44	South Texas College in Focus - Samantha Uriegas
	20	HUN2060-74P Hurryup Table, 20"x60", 74P Edge	\$656.16	\$13,123.20	Chairs and tables to convert computer lab into an Active Learning Classroom at Pecan Bldg. C
4	1	Labor to receive, inspect, deliver, install and remove debris	\$5,823.00	\$5,823.00	
		Krueger International, Inc. Total		\$82,163.11	
		VIA, Inc./Gateway Printing & Office Supply (TXMAS-4-7113400)			
1	11	3403-26C-38A4 Riva Act2 Mid Back Upholstered Std Seat, Adjustable Arms	\$279.83	\$3,078.13	Pecan Student Services Admin Office-FFE - Dr. Shirley A. Reed
	11	TXMas Adm Fee	\$4.26	\$46.86	Chairs to furnish the new offices created in Pecan Campus Bldg K
2	1	Labor to receive, inspect, deliver, install and remove debris	\$275.00	\$275.00	
		VIA, Inc. Total		\$3,399.99	
		FURNITURE TOTAL		\$141,456.88	

SOUTH TEXAS COLLEGE
11. OVERNIGHT DELIVERY SERVICES

NAME		Fedex Government Services		
ADDRESS		6625 Lenox Park		
CITY/STATE/ZIP		Memphis, TN 38115		
PHONE		800-645-9424		
FAX		901-224-2471		
LOCAL ADDRESS		902 N Jackson Rd Pharr, TX 78577		
#	Qty	Description	Unit Price	Extension
1	1	Overnight Delivery Services Period: 9/1/14 - 8/31/15	\$ 11,000.00	\$ 11,000.00
TOTAL AMOUNT			\$	11,000.00

SOUTH TEXAS COLLEGE
12. POLICE EQUIPMENT AND ACCESSORIES

NAME			GT Distributors, Inc.	
ADDRESS			2545 Brockton Dr Ste 100	
CITY/STATE/ZIP			Austin, TX 78758	
PHONE			800-252-8310	
FAX			800-480-5845	
CONTACT			Preston Wheelless	
#	Qty	Description	Unit Price	Extension
1	1	Police Equipment and Accessories Period: 10/29/14 - 8/31/15	\$ 145,000.00	\$ 145,000.00
TOTAL AMOUNT			\$	145,000.00

SOUTH TEXAS COLLEGE
13. POLICE VEHICLE EQUIPMENT AND ACCESSORIES

NAME			Fleet Safety Equipment, Inc.	
ADDRESS			5858 Walltrip	
CITY/STATE/ZIP			Houston, TX 77087	
PHONE			800-847-8762	
FAX			901-977-5633	
CONTACT			Darrin Hope	
#	Qty	Description	Unit Price	Extension
1	1	Police Vehicle Equipment and Accessories Period: 10/29/14 - 8/31/15	\$ 90,000.00	\$ 90,000.00
TOTAL AMOUNT			\$	90,000.00

SOUTH TEXAS COLLEGE
14. SERVERS
QUOTE NO. R0063773

NAME			Dell Marketing, LP.	
ADDRESS			P O Box 676021	
CITY/STATE/ZIP			Dallas, TX 75267	
PHONE			800-456-3355	
FAX			800-433-9527	
CONTACT			Luis M Herrera	
#	Qty	Description	Unit Price	Extension
1	5	PowerEdge R620, Intel Xeon E-26XX v2 Processors	\$ 7,388.97	\$ 36,944.85
TOTAL AMOUNT			\$	36,944.85

SOUTH TEXAS COLLEGE
15. SCIENCE INSTRUCTIONAL SUPPLIES AND EQUIPMENT

NAME			Fisher Science Education	
ADDRESS			4500 Turnberry Dr	
CITY/STATE/ZIP			Hanover Park, IL 60133	
PHONE			800-955-1177	
FAX			800-955-0740	
CONTACT			Sally Kaser	
#	Qty	Description	Unit Price	Extension
1	1	Science Instructional Supplies and Equipment Period: 9/1/14 - 8/31/15	\$ 20,000.00	\$ 20,000.00
TOTAL AMOUNT			\$	20,000.00

SOUTH TEXAS COLLEGE
16. STUDENT INFORMATION DISTRIBUTION SERVICES
QUOTE NO. R0063389

NAME		Valley Newspaper Holdings, LLP./ dba Valley Town Crier		
ADDRESS		1811 N 23rd St		
CITY/STATE/ZIP		McAllen, TX 78501		
PHONE		956-682-2423		
FAX		956-630-6371		
CONTACT		Ricardo De Luna		
#	Qty	Description	Unit Price	Extension
1	1	Spring 2015 Course Schedule Inserts	\$ 6,095.00	\$ 6,095.00
2	1	Staying Connected Special Edition Fall Issue 2014	\$ 4,715.00	\$ 4,715.00
3	1	Summer/Fall 2015 Course Schedule	\$ 7,475.00	\$ 7,475.00
4	1	Fall only 2015 Course Schedule	\$ 6,095.00	\$ 6,095.00
5	1	Staying Connected Special Edition Summer Issue 2015	\$ 4,715.00	\$ 4,715.00
TOTAL AMOUNT			\$	29,095.00

**SOUTH TEXAS COLLEGE
17. TESTING MATERIALS -- CAAP
QUOTE NO. R0063136**

NAME			ACT CAAP	
ADDRESS			500 Act Dr	
CITY/STATE/ZIP			Iowa City, IA 52243	
PHONE			319-337-1000	
FAX			319-341-2243	
CONTACT			Jon Holm	
#	Qty	Description	Unit Price	Extension
1	500	CAAP Exams: Mathematics, Writing, Reading and Critical Thinking.	\$ 22.00	\$ 11,000.00
2	500	CAAP Writing Essay	\$ 14.75	\$ 7,375.00
TOTAL AMOUNT			\$	18,375.00

SOUTH TEXAS COLLEGE
18. WEB-NETWORK ADVERTISEMENT AGREEMENT

NAME			Adiant/Adblade	
ADDRESS			236 W 30th St, 11th Floor	
CITY/STATE/ZIP			New York, NY 10001	
PHONE			212-216-9002	
FAX			212-216-9681	
CONTACT			Ryan Donahue	
#	Qty	Description	Unit Price	Extension
1	1	Web-Network Advertisement Agreement Service Dates: 11/1/14 - 1/31/15	\$ 10,000.00	\$ 10,000.00
TOTAL AMOUNT			\$	10,000.00

SOUTH TEXAS COLLEGE
19. WELDING SUPPLIES AND GASES

NAME			AOC Welding Supply/Praxair	
ADDRESS			2508 S 23rd St	
CITY/STATE/ZIP			McAllen, TX 78501	
PHONE			956-682-0181	
FAX			956-682-5338	
CONTACT			Marco Alvarez	
#	Qty	Description	Unit Price	Extension
1	1	Welding Supplies and Gases Period: 9/1/14 - 8/31/15	\$ 25,000.00	\$ 25,000.00
TOTAL AMOUNT			\$	25,000.00



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

**Cornerstone Catering
Attn: Mr. Roberto Ravelo
2702 Cornerstone Blvd
Edinburg, TX 78539**

Dear Mr. Ravelo:

On October 28, 2013, South Texas College awarded a contract to Cornerstone Catering for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2014 through November 20, 2015 which includes a 9% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

A handwritten signature in cursive script that reads 'Rebecca R. Cavazos'.

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

Roberto Ravelo
09/23/2014



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecon Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Delgar Foods/dba Delia's
Attn: Ms. Sofia Lubin
825 W Ferguson
Pharr, TX 78577

Dear Ms. Lubin:

On October 28, 2013, South Texas College awarded a contract to Delgar Foods/dba Delia's for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2014 through November 20, 2015.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: 

Name Printed: SOFIA LUBIN

Date: 09.02.14



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Domine Catering, LLC.
Attn: Mr. Francisco Domine
7304 N 17th St
McAllen, TX 78501

Dear Mr. Domine:

On October 28, 2013, South Texas College awarded a contract to Domine Catering, LLC. for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2014 through November 20, 2015 which includes a 4% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Francisco Domine

Date: 09-4-14



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872 4681
Fax (956) 872 4688

September 2, 2014

El Reno Investments, LLC./dba Subway
Attn: Mr. Alejandro Varela
3005 Las Colinas Ln
Mission, TX 78574

Dear Mr. Varela:

On October 28, 2013, South Texas College awarded a contract to El Reno Investments, LLC./dba Subway for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2014 through November 20, 2015 which includes a 5% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: ALEJANDRO VARELA

Date: 9/4/14



Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

P.O. Box 9701
McAllen, TX 78502-9701

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

El Patio Restaurant
Attn: Mr. Carlo Garza
2003 W Conway
Mission, TX 78572

Dear Mr. Garza:

On October 28, 2013, South Texas College awarded a contract to El Patio Restaurant for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2014 through November 20, 2015.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

Carl M. Garza
9-24-2014



Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

P.O. Box 9701
McAllen, TX 78502-9701

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Esperanza on Fifth, LLC./dba Blimpie Weslaco
Attn: Mr. Robert Calvillo
134 W 5th St
Weslaco, TX 78596

Dear Mr. Calvillo:

On October 28, 2013, South Texas College awarded a contract to Esperanza on Fifth, LLC./dba Blimpie Weslaco for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2014 through November 20, 2015 which includes a 5% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Robert Calvillo

Date: 9/2/14



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Jason's Deli
Attn: Mr. Robert Becquet
8000 S Staples Ste 300
Corpus Christi, TX 78413

Dear Mr. Becquet:

On October 28, 2013, South Texas College awarded a contract to Jason's Deli for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2014 through November 20, 2015.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Robert Becquet

Name Printed: Robert Becquet

Date: 9/2/2014



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Pizza Properties, Inc./dba Peter Piper Pizza
Attn: Ms. Polly Vaughn
4445 N Mesa St 100
El Paso, TX 79902

Dear Ms. Vaughn:

On October 28, 2013, South Texas College awarded a contract to Pizza Properties, Inc./dba Peter Piper Pizza for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2014 through November 20, 2015 which includes a 10% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed:

Polly H. Vaughn

Date:

9/11/2014



Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

P.O. Box 9701
McAllen, TX 78502-9701

(956) 872 4681
Fax (956) 872 4688

September 2, 2014

Teresita Marentes De Sanchez
Dba Atencion Selecta
Attn: Ms. Teresita Marentes de Sanchez
1800 S Main St Ste 125-412
McAllen, TX 78503

Dear Ms. Marentes de Sanchez:

On October 28, 2013, South Texas College awarded a contract to Teresita Marentes de Sanchez/dba Atencion Selecta for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2014 through November 20, 2015 which includes a 3% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Teresita Marentes de Sanchez

Name Printed: TERESITA MARENTES DE SANCHEZ

Date: SEPTEMBER 8, 2014



Purchasing and Distributional Services
3200 W. Pecan Blvd • McAllen, TX 78501

P.O. Box 9701
McAllen, TX 78502-9701

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Pro Tech Mechanical, Inc.
Attn: Dan Whiteside
6346 Harwick Drive
Corpus Christi, TX 78417

Dear Mr. Whiteside:

On October 30, 2012, South Texas College awarded a contract to Pro Tech Mechanical for Chiller Maintenance Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from November 21, 2014 through November 20, 2015 with a 3% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Dan Whiteside

Name Printed: Dan Whiteside

Date: 9-2-14

SOUTH TEXAS COLLEGE
22. INSTITUTIONAL MEMBERSHIP- AACC

NAME			American Assn of Community Colleges (AACC)	
ADDRESS			One Dupont Circle NW Ste 410	
CITY/STATE/ZIP			Washington, DC 20036	
PHONE			202-728-0200	
FAX			202-223-9390	
CONTACT			Walter G. Bumphus	
#	Qty	Description	Unit Price	Extension
1	1	2015 AACC Institutional Membership Period: 1/1/15 - 12/31/15	\$ 15,440.00	\$ 15,440.00
2	1	2015 Presidents Academy Fee	\$ 50.00	\$ 50.00
TOTAL AMOUNT			\$	15,490.00

SOUTH TEXAS COLLEGE
23. INSTITUTIONAL MEMBERSHIP-TACC
QUOTE NO. R0063407

NAME			Texas Association of Community Colleges (TACC)	
ADDRESS			1304 San Antonio Ste 201	
CITY/STATE/ZIP			Austin, TX 78701	
PHONE			512-476-2572	
FAX			512-476-0262	
#	Qty	Description	Unit Price	Extension
1	1	2015 Association Membership Dues Period: 9/1/14 - 8/31/15	\$ 50,816.00	\$ 50,816.00
2	1	Building Assessment Fee	\$ 9,773.00	\$ 9,773.00
3	1	Mathway Assessment	\$ 14,659.00	\$ 14,659.00
4	1	Telecommunication Membership Fee	\$ 3,909.00	\$ 3,909.00
TOTAL AMOUNT			\$	79,157.00

**SOUTH TEXAS COLLEGE
24. INTERNET SERVICES**

NAME			Time Warner Cable/ Department of Information Resources (DIR)	
ADDRESS			300 W 15t St Ste 1300	
CITY/STATE/ZIP			Austin, TX 78701	
PHONE			512-475-4700	
FAX			512-475-4759	
CONTACT			Skip Bartek	
#	Qty	Description	Unit Price	Extension
1	12	Monthly Internet Service Fee Pecan Campus Period: 4/1/15 - 3/31/16	\$ 15,500.00	\$ 186,000.00
2	1	One-Time Upgrade Fee	\$ 500.00	\$ 500.00
3	12	Federal Universal Service Fee	\$ 2,790.00	\$ 33,480.00
TOTAL AMOUNT			\$	219,980.00

SOUTH TEXAS COLLEGE
25. MICROSOFT CAMPUS LICENSE AGREEMENT
QUOTE NO. R0063777

NAME			Software House International (SHI) Government	
ADDRESS			1301 S Mo Pac Expy Ste 375	
CITY/STATE/ZIP			Austin, TX 78746	
PHONE			512-732-8022	
FAX			512-732-0232	
CONTACT			Adrienne Pubyalski	
#	Qty	Description	Unit Price	Extension
Period: 11/1/14 - 10/31/15				
1	1,852	Microsoft Desktop Education w/Enterprise CAL License & Software Assurance - 1 License	\$ 54.18	\$ 100,341.36
2	5	Microsoft Windows Server Datacenter Edition - License & Software Assurance - 2 Processors	\$ 268.00	\$ 1,340.00
3	1,852	Microsoft Office 365 (Plan A2) - Subscription License (1 Month) - 1 User - EDU - For Faculty/Staff	\$ -	\$ -
4	5,802	Microsoft Office 365 (Plan A2) - Subscription License (1 Month) - 1 User - EDU - for Students	\$ -	\$ -
5	600	Microsoft Windows Remote Desktop Services - License & Software Assurance - 1 Device CAL	\$ 8.60	\$ 5,160.00
6	250	Microsoft Lync Server Plus CAL - License & Software Assurance - 1 Device CAL - for Enterprise CAL	\$ 7.70	\$ 1,925.00
7	4	Microsoft Office 365 (Plan A3) - Product upgrade subscription license (1 Month) - 1 User - Upgrade fro Core CAL Suite/Enterprise CAL Suite - EDU	\$ 43.90	\$ 175.60
8	1	Microsoft Windows Remote Services - External Connector License & Software Assurance - unlimited external users	\$ 788.00	\$ 788.00
9	20	Microsoft Windows Server Standard Edition - License & Software Assurance - 2 Processors	\$ 44.70	\$ 894.00
TOTAL AMOUNT			\$	110,623.96



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872 4681
Fax (956) 872-4688

September 2, 2014

Mobile Mini I, Inc.
Attn: Mr. Ron Marshall
7420 S Kyrene Rd Ste 101
Tempe, AZ 85283

Dear Mr. Marshall:

On November 26, 2013, South Texas College awarded a contract to Mobile Mini I, Inc. for Mobile Storage Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from December 18, 2014 through December 17, 2015.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through December 17, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: RICARDO YBARRA JR

Date: 9/22/14



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

PODS of the Rio Grande Valley
Attn: Mr. Brian Madden
615 Blaze Blvd
Edinburg, TX 78539

Dear Mr. Madden:

On November 26, 2013, South Texas College awarded a contract to PODS of the Rio Grande Valley for Mobile Storage Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from December 18, 2014 through December 17, 2015.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through December 17, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: BRIAN KELLY MADDEN

Date: 9/3/14

SOUTH TEXAS COLLEGE
27. ONLINE ADMISSIONS APPLICATION SERVICE
QUOTE NO. R0056260

NAME			Texas Higher Education Coordinating Board	
ADDRESS			1200 E Anderson Ln	
CITY/STATE/ZIP			Austin, TX 78572	
PHONE			512-427-6101	
CONTACT			Harold Hahn	
#	Qty	Description	Unit Price	Extension
1	1	Apply Texas Application System -Annual Fee Period: 9/1/14-8/31/15	\$ 10,660.00	\$ 10,660.00
TOTAL AMOUNT			\$	10,660.00

SOUTH TEXAS COLLEGE
28. ONLINE COURSE EVALUATION LICENSE AGREEMENT
QUOTE NO. R0063130

NAME		Gap Technologies, Inc.		
ADDRESS		431 Cleveland Dr		
CITY/STATE/ZIP		Buffalo, NY 14225		
PHONE		888-309-6373		
FAX		716-715-1054		
CONTACT		Ronald Jennings		
#	Qty	Description	Unit Price	Extension
1	1	Online Course Evaluation License Agreement Period: 1/15/15 - 1/14/16	\$ 22,000.00	\$ 22,000.00
TOTAL AMOUNT			\$	22,000.00



South Texas College

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

P.O. Box 9701
McAllen, TX 78502-9701

(956) 872 4681
Fax (956) 872 4688

September 2, 2014

Cross Fit One
Attn: Mr. Cesar E. Torres
4400 State Hwy 107
McAllen, TX 78504

Dear Mr. Torres:

On October 30, 2012, South Texas College awarded a contract to Cross Fit One for Physical and Mental Fitness Training. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from November 1, 2014 through October 31, 2015.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through October 31, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Cesar Torres

Date: 9-24-14



Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

P.O. Box 9701
McAllen, TX 78502-9701

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Authentic Promotions.com
Attn: Amy Warner
6151 Fair Oaks Blvd
Carmichael, CA 95608

Dear Ms. Warner:

On November 26, 2013, South Texas College awarded a contract to Authentic Promotions.com for Promotional Items for Student Outreach. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 27, 2014 through November 26, 2015.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Becky Cavazos
Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 26, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: *Amy Warner*
Name Printed: Amy Warner
Date: 9-2-14



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecon Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Safeguard Universal, LLC.
Attn: Mr. Anthony Anzaldua
2741 Swanter
Corpus Christi, TX 78404

Dear Mr. Anzaldua:

On November 26, 2013, South Texas College awarded a contract to Safeguard Universal, LLC. for Promotional Items for Student Outreach. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 27, 2014 through November 26, 2015 which includes a 3% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 26, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: ANTHONY ANZALDUA

Date: 9/11/14



South Texas College

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

FAX (956) 872-4681
McAllen, TX 78502-7781

(956) 872-4681
Fax (956) 872-4689

September 2, 2014

Imprazos Pro Uniforms LLC
Attn: Mr. Francisco Morales
109 E. Concha Ave
McAllen, TX 78502

1229 W. US Highway 83
Pharr, TX 78577

Dear Mr. Morales:

On November 26, 2013, South Texas College awarded a contract to Imprazos Pro Uniforms, LLC, for Promotional Items for Student Outreach. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 27, 2014 through November 26, 2015.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@scutexascollege.edu.

Sincerely,

Becky Cavazos
Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 26, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Francisco J. Morales

Date: 09-3-14



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Images In Ink, Inc.
Attn: Viola Hanshaw
3327 N Ware Rd Ste 1
McAllen, TX 78501

Dear Ms. Hanshaw:

On November 26, 2013, South Texas College awarded a contract to Images In Ink, Inc. for Promotional Items for Student Outreach. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 27, 2014 through November 26, 2015 which includes a 10% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 26, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Viola Hanshaw

Name Printed: VIOLA HANSHAW

Date: 9/15/14



Purchasing Department
3200 W. Pacon Blvd. • McAllen, TX 78501

P.O. Box 9701
McAllen, TX 78502-9701

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Elite Promotions
Attn: Ms. Thelma Leal
50 E Elizabeth
Brownsville, TX 78520

Dear Ms. Leal:

On November 26, 2013, South Texas College awarded a contract to Elite Promotions for Promotional Items for Student Outreach. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 27, 2014 through November 26, 2015.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 26, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Gateway Printing & Office Supplies
Attn: Mr. Butch Shook
315 S Closner
Edinburg, TX 78539

Dear Mr. Shook:

On November 26, 2013, South Texas College awarded a contract to Gateway Printing & Office Supplies for Promotional Items for Student Outreach. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 27, 2014 through November 26, 2015 which includes a 3% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 26, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: B. Shook

Name Printed: Butch Shook

Date: 9/2/2014



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

A & L Athletics
Attn: Ms. Gilma Salinas
2208 Primrose Bldg O
McAllen, TX 78504

Dear Ms. Salinas:

On November 28, 2013, South Texas College awarded a contract to A & L Athletics for Promotional T-Shirts for Student Outreach. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 27, 2014 through November 26, 2015 which includes a 10% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 26, 2015 with no change in terms and conditions as per the South Texas College bid previous / submitted.

Authorized Signature:

Name Printed: Gilma Salinas

Date: 9-2-14



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Authentic Promotions.com
Attn: Amy Warner
6151 Fair Oaks Blvd
Carmichael, CA 95608

Dear Ms. Warner:

On November 26, 2013, South Texas College awarded a contract to Authentic Promotions.com for Promotional T-Shirts for Student Outreach. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 27, 2014 through November 26, 2015.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 26, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Amy Warner

Name Printed: Amy Warner

Date: 9-2-14



Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

P.O. Box 9701
McAllen, TX 78502-9701

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Gateway Printing & Office Supplies
Attn: Mr. Butch Shook
315 S Closner
Edinburg, TX 78539

On November 26, 2013, South Texas College awarded a contract to Gateway Printing & Office Supplies for Promotional T-Shirts for Student Outreach. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 27, 2014 through November 26, 2015 which includes a 3% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 26, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: B. Shook

Name Printed: Butch Shook

Date: 9/11/2014

Gateway Printing & Office Supply, Inc.
315 S. Closner
Edinburg, TX 78539
(956) 383-3861 P • (956) 383-4674 F
Butch Shook



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Images In Ink, Inc.
Attn: Viola Hanshaw
3327 N Ware Rd Ste 1
McAllen, TX 78501

Dear Ms. Hanshaw:

On November 26, 2013, South Texas College awarded a contract to Images In Ink, Inc. for Promotional T-Shirts for Student Outreach. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 27, 2014 through November 26, 2015 which includes a 10% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 26, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Viola Hanshaw

Name Printed: VIOLA, HANSHAW

Date: 9/15/14



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Imprezos Pro Uniform, LLC.
Attn: Mr. Francisco Morales
1229 W US Hwy 83
Pharr, TX 78577

Dear Mr. Morales:

On November 26, 2013, South Texas College awarded a contract to Imprezos Pro Uniform, LLC. for Promotional T-Shirts for Student Outreach. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 27, 2014 through November 26, 2015.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 26, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Francisco Javier Morales

Date: 10-3-14



P.O. Box 9701
McAllen, TX 78502-9701

Purchasing Department
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

September 2, 2014

Safeguard Universal, LLC.
Attn: Mr. Anthony Anzaldua
2741 Swarter
Corpus Christi, TX 78404

Dear Mr. Anzaldua:

On November 28, 2013, South Texas College awarded a contract to Safeguard Universal, LLC. for Promotional T-Shirts for Student Outreach. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 27, 2014 through November 28, 2015 which includes a 4% escalation.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 28, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature

Name Printed: Anthony Anzaldua

Date: 9/11/14



Purchasing and Distributional Services
3200 W. Pecan Blvd • McAllen, TX 78501

P.O. Box 9701
McAllen, TX 78502-9701

(956) 872-4681
Fax (956) 872-4688

September 1, 2014

Records Consultant, Inc.
Mr. Dan W. Gibbens
12829 Wetmore Rd
San Antonio, TX 78247

Dear Mr. Gibbens:

On October 30, 2012, South Texas College awarded a contract to Records Consultants, Inc. for Records Management Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from November 1, 2014 through October 31, 2015.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through October 31, 2015 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: DANIEL W. GIBBENS

Date: SEPT. 2, 2014

SOUTH TEXAS COLLEGE
33. BILLBOARD ADVERTISING SPACE

NAME			Lamar Limited Texas	
ADDRESS			2001 Industrial Way	
CITY/STATE/ZIP			San Benito, TX 78586	
PHONE			956-373-0272	
FAX			956-399-4993	
CONTACT			Tracy White	
#	Qty	Description	Unit Price	Extension
1	1	Leasing Billboard Advertising Space Service Dates: 11/17/14 - 2/18/15	\$ 40,980.00	\$ 40,980.00
TOTAL AMOUNT			\$	40,980.00

**SOUTH TEXAS COLLEGE
34. GRADUATION FACILITY**

		City of Hidalgo - Texas Municipal Facilities Corporation (State Farm Arena)		
NAME				
ADDRESS		2600 N 10th St		
CITY/STATE/ZIP		Hidalgo, TX 78557		
PHONE		956-843-5501		
FAX		956-843-5539		
CONTACT		Gloria Tovar		
#	Qty	Description	Unit Price	Extension
1	1	Lease Facility-Graduation Ceremonies May 14, 2015 - May 16, 2015	\$ 23,000.00	\$ 23,000.00
TOTAL AMOUNT			\$	23,000.00

**Learner Web Educational Community
Access Agreement**

This “Agreement” for access to the Learner Web Educational Community is between the “Subscribing Organization” hereafter referred to as “Subscriber”, and the Oregon State Board of Higher Education acting by and through Portland State University, an institution of higher education in the State of Oregon, located in Portland, Oregon, hereafter referred to as “University”. The parties agree as follows:

Background

University desires to have organizations join the Learner Web educational community, to create content and serve their learners.

Subscriber is an organization involved in education or development of educational content and/or courses, and desires access to the Learner Web community. Subscriber requires access to the software, and may desire limited training and certain technical support from University.

Definitions

“Administrative Contact” means an individual authorized by Subscriber to receive access to the Work and notices from University. Each Region will have an Administrative Contact listed on Schedule B.

“Agreement” means this Access Agreement, with attached Schedules.

“Content” means educational plans, resources, and other materials which comply with Standard and which Subscriber inserts into Work.

“Effective Date” shall be the date on which this web form is submitted.

“Learner” means Users who access content through Subscriber.

“License Fee” shall mean the amount due from Subscriber for the permissions provided by this Agreement, as set forth on Schedule B.

“Region” means a distinct web URL and portal controlled by Subscriber.

“Standard” means the Learner Web standard available from University which describes the mechanism for linking and providing learning resources to Users.

“Technical Contact” means an individual authorized by Subscriber to contact University for Technical Support. Each Region will have a Technical Contact listed on Schedule B.

“Users” means individuals authorized to access content Subscriber places into Work.

“Virtual Seats” means Learners accessing Work concurrently across all Regions in Subscriber’s license.

“Work” means the Learner Web educational community, as described more fully in Schedule A. Work specifically excludes the Learner Web

Standard and Content that the Subscriber or third parties add to the Work.

Access

Beginning on the Effective Date, University hereby grants to Subscriber, and Subscriber accepts, a limited, non-transferable, non-exclusive license to display Work, provided Subscriber complies with the terms of this Agreement.

Subscriber may add and link Content to the Work, may grant Users access to the Work, and may participate in the public features of the Work.

Subscriber must submit the form on Schedule B. Two (2) Regions and twenty (20) Virtual Seats per Subscriber are included in a Basic License. Additional Regions and Virtual Seats are available for Medium and Network Licenses. Subscriber may allow partner organizations to administer Regions under Subscriber's license provided that the total Regions under a Subscriber's license do not exceed time and resources available under Subscriber's Technical Support package as outlined in Schedule C. Subscriber may recover costs of its License Fee from such partner organizations provided that the total recovered costs for all Regions under a Subscriber's license do not exceed the Subscriber's License Fee for the term of the license.

Conditions

Subscriber acquires no proprietary interest in Work. Subscriber shall not remove or obscure rights management markings, such as copyright and trademark notices, from Work or printouts from Work.

Except with advance written approval from University, Subscriber shall not charge Users for access to the Work.

Subscriber retains all of ownership rights in Content. As between University and Subscriber, University does not acquire any ownership rights in Content. However, by submitting Content to Work, Subscriber hereby grants University a worldwide, non-exclusive, royalty-free license to use, reproduce, distribute to Users or others authorized to receive Content, prepare derivative works of, display, and perform the Content in connection with the Work, including without limitation for promoting and redistributing part or all of the Work (and derivative works thereof) in any media formats and through any media channels.

Subscriber acknowledges that University will have access to data and content generated by Users. University shall abide by the Privacy Policy noted on Schedule D, and shall inform Users through an initial click-through license regarding University's use of User and Subscriber data.

Subscriber shall not sublicense, sell, display, lend, rent, lease or otherwise transfer all or any of Work. Subscriber agrees not to circumvent, disable or otherwise interfere with security-related features of the Work.

University does not endorse any Content or any opinion, recommendation, or advice expressed therein.

Subscriber Content Subscriber may add Content to Work. Subscriber shall use reasonable efforts to insure that Content is of high educational quality, complies with Standard, and is suitable for broad public distribution.

Subscriber agrees not to alter or modify any part of the Work, except for adding permitted Content.

Subscriber agrees not to use or launch any automated system, including without limitation, "robots," "spiders," or "offline readers," that accesses the Work in a manner that sends more request messages to the Work servers in a given period of time than a human can reasonably produce in the same period by using a conventional on-line web browser. Subscriber agrees not to collect or harvest any personally identifiable information, including account names, from the Work, nor to use the communication systems provided by the Work (e.g. comments, email) for any commercial solicitation purposes.

Subscriber is solely responsible for Content and the consequences of posting or publishing Content on Work. In connection with Content, Subscriber affirms, represents, and warrants that: Subscriber owns or has the necessary licenses, rights, consents, and permissions to use and authorize University to distribute Work and Content to Users.

Subscriber further agrees that Subscriber will not submit Content that is defamatory, copyrighted, protected by trade secret or otherwise subject to third party proprietary rights, including privacy and publicity rights, unless Subscriber is the owner of such rights or has permission from their rightful owner to post the material and to grant University the license rights granted herein.

Communications University will provide certain training to Subscriber, to enable Subscriber's optimal use of the Work. Notices to Subscriber shall be sent to the Administrative Contact, and any Technical Support shall be provided through the Technical Contact.

Confidentiality "Proprietary Information" means information of any form or format disclosed by University to Subscriber pertaining to the Work and identified by University at the time of disclosure as not for public release, or if orally disclosed, reduced to written form and identified by University as not for public release within thirty (30) days of disclosure. Proprietary Information does not include information which (i) Subscriber can demonstrate was previously known to Subscriber, or (ii) has been independently developed by Subscriber by those without access to Proprietary Information, or (iii) has been obtained by Subscriber from sources not breaching any obligation to University; or (iv) which is or in the future becomes public knowledge other than through acts or omissions of Subscriber; or (v) is required to be disclosed by operation of law or the action of a court of competent jurisdiction.

Subscriber shall hold Proprietary Information in confidence for ten (10) years from date of disclosure, using safeguards at least comparable to those by which Subscriber handles its own similar proprietary information, but in any case not less than reasonable safeguards. Subscriber shall not disclose Proprietary Information to any third party, including without limitation any patent or copyright office.

Subscription Outside the context of the Technical Support packages in Schedule C, University shall endeavor to respond to routine requests for clarifications sent to: help@learnerweb.org, or 503-725-8720. Any such efforts by University, however, shall be on an “as available” basis.

Delivery University shall provide Subscriber access to Work by means of password and internet address for Work. Delivery is authorized by Subscriber to be made to the Administrative Contact, who shall serve as Subscriber’s contact for University with respect to Work. University shall contact Administrative Contact within five (5) business days of receipt of this signed Agreement.

Payment Subscriber shall pay to University License Fee as set forth on Schedule B, due upon execution of this Agreement. Should payment not be received from Subscriber upon execution of this agreement, University, at its sole discretion, may end Subscriber’s access to Work.

Term This license shall be effective for one year from the Effective Date, and shall automatically renew on an annual basis upon payment of yearly invoices for the license fees commensurate with Subscriber’s license status as outlined in Schedule B.

Notices All notices to University shall be sent by U.S. mail or email per the following:

Portland State University
 PO Box 751, Mailcode RSP
 Portland, OR 97207
 Attention: Director, Innovation & Intellectual Property
 Telephone: 503.725.8454
 Email: iip@pdx.edu

All notices to Subscriber shall be sent by U.S. mail or email to the Administrative Contact listed at the end of this Agreement.

Termination Provided Subscriber has paid License Fee, Subscriber may terminate this Agreement at any time upon thirty (30) days written notice to University. University shall not refund to Subscriber any portion of License Fee received by University for early termination.

University may terminate this Agreement upon notice if Subscriber is in breach of this Agreement and fails within thirty (30) days of a written

demand for performance to cure such breach. After notice period elapses, access to Work will be immediately terminated. If University determines that University can no longer administer this Agreement, University may terminate the Agreement upon ninety (90) days notice to Subscriber.

The provisions under which this Agreement may be terminated shall be in addition to any and all other legal remedies which either party may have for the enforcement of any and all terms hereof, and do not in any way limit any other legal remedy such party may have.

Termination of this Agreement shall terminate all rights and permissions granted to Subscriber relating to Work. The obligation to pay any required License Fee survives termination of this Agreement.

Disclaimers

The Work has been developed as part of research conducted at Portland State University. The Work is experimental in nature and is made available "AS IS," without obligation by University to provide accompanying services or support except as specified in this Agreement. The entire risk as to the quality and performance of the Work is with Subscriber.

UNIVERSITY EXPRESSLY DISCLAIMS ANY AND ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, PERTAINING TO THE MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OF WORK OR ANY SUBJECT MATTER OTHERWISE PROVIDED TO SUBSCRIBER UNDER THIS AGREEMENT.

The Work may contain links to third party websites that are not owned or controlled by University. University has no control over, and assumes no responsibility for, the content, privacy policies, or practices of any third party websites. In addition, University will not and cannot censor or edit the content of any third-party site. By using the Work, Subscriber expressly agrees that University has no liability arising from Subscriber's use of any third-party website. University does not guarantee security or privacy of any Content.

University does not permit copyright infringing activities and infringement of intellectual property rights on Work, and University will remove all Content if properly notified that such Content infringes on another's intellectual property rights.

University reserves the right to remove Content without prior notice.

Indemnification

Subscriber shall save, hold harmless and indemnify the State of Oregon, the State Board of Higher Education, University, and their agencies, subdivisions, officers, employees and agents from and against any and all claims, suits, actions, losses, demands, damages, costs, expenses (including, but not limited to, those arising out of personal injuries, wrongful death or property damage suffered by any third party) and reasonable attorneys' fees incurred by University, arising out of or

relating to the use of Work or any other activities of Subscriber or its officers, employees, subcontractors or agents under this Agreement.

General

Subscriber may not assign any of its rights under this Agreement. The failure of either party to assert a right hereunder or to insist upon compliance with any term or condition of the Agreement shall not constitute a waiver of that right or excuse a similar subsequent failure to perform any such term or condition by the other party. In the event that any provision hereof is found to be invalid or unenforceable pursuant to a final judgment or decree, the remainder of this Agreement shall remain valid and enforceable according to its terms. Nothing contained in this Agreement shall be construed as creating a joint venture, partnership or employment relationship between the parties hereto. Except as specified herein, neither party shall have the right, power or implied authority to create any obligation or duty, express or implied, on behalf of the other party hereto. Subscriber and University are the only parties to this Agreement and are the only parties entitled to enforce its terms; nothing in this Agreement gives or is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to any third persons. Subscriber agrees not to use the name of University or any of its employees, in any advertisement or sales promotion relating to any Work without prior written approval by University. This document represents the entire Agreement between the parties as to the matters set forth and integrates all prior discussions or understandings between them. This Agreement may only be modified or amended in writing by a document signed by an authorized representative of University and Subscriber.

Access Agreement
Schedule A
Work

Work

The Work is the various implementations of the core Learner Web (LW) software at PSU and in the educational community of organizations that use it to support adult learners. The LW is an innovative web-based and telephony-based technology that will:

- help adults improve their basic skills
- help adults identify goals, plan realistically for learning, and connect with and utilize supportive resources appropriate to their goals and plans
- be nationally scalable while being embedded in and customizable by local communities
- strengthen community collaboration around adults' learning needs

The LW is a web- and telephone-accessed application providing online facilitation and support to adults seeking to improve their basic skills, prepare for the GED or pursue other learning goals such as citizenship, family literacy or preparing for college. The LW makes literacy resources accessible to learners on their own time and in their own environment. A learner's goals and skill needs are matched to supportive resources available online or offline in their local communities. The communities define the content appropriate to their learners.

Learners can also be connected with volunteer tutors in their community. The LW is designed to support and enhance, not replace, existing educational programs and resources in the community.

The Learner Web is quite different in conception and design from other online adult education websites and distance education systems. In fact, distance education systems, websites, print materials and other supports are entries (called Resources) in the Learner Web database that are matched to adults' individual goals, needs, skills and plans. In this way, the LW connects with and leverages other programs and resources, either online or offline in local communities. It connects learners with tutors, helpers and counselors either through the internet, over the phone, or face-to-face in their local community, depending on the preferences of learners and local partnering organizations and communities.

**Access Agreement
Schedule B
License Fee and Contacts**

See web form above.

**Access Agreement
Schedule C
Technical Support**

Basic Level (included with all licenses)

- Unlimited use of bug reporting and feature request software
- Unlimited use of online support materials, training manuals and videos, pre-recorded webinars, and user forums
- Unlimited participation in community webinars
- One telephone consultation for technical assistance
- Three email consultations for technical assistance

Advanced Level (\$3000)

- Unlimited use of bug reporting and feature request software
- Unlimited use of online support materials, training manuals and videos, and pre-recorded webinars
- Unlimited participation in community webinars
- Up to 30 hours of technical assistance by telephone and email
- 1 day of hands-on training in Portland or in mutually agreeable location (trainer's travel expenses must be paid separately by licensee if outside of Portland)*
- 3 two-hour webinars customized for training needs of licensee*

*Multiple members of licensee's organization may participate in these trainings

Notes:

1. One person designated by licensee will be authorized to contact PSU for Technical Support; licenses with multiple support packages can have one additional authorized contact person per additional support package
2. Licensee may purchase multiples of Advanced packages to achieve desired level of support
3. Portland State will keep track of time spent on technical support by telephone and email (this includes research time spent by staff resolving issues between telephone and email communications)

**Access Agreement
Schedule D
Privacy Policy**

For Subscribers

We provide information about individuals and progress through specific plans in detailed form, or as reasonably requested, to the Technical Contact of the Subscriber. Subscriber and University will create a reporting schedule which is workable for both parties.

Contact Joseph Janda (at iip@pdx.edu or 503-725-8454) with any general concerns or questions about our website privacy.

For Users (something substantially similar to this language will display to all Users)

People who use the web are often concerned about what information about them is collected and retained by University, and for what purpose. This document describes how University manages information collected by University and Subscriber.

When visitors view our web pages, we automatically collect and aggregate some basic information. This means that the information we have is passed on only as large numbers and do not specifically identify individuals for these purposes: (1) to document visits for reporting purposes – to the federal government to demonstrate use of this resource under the grant; and (2) to further improve this resource and make it more useful for visitors.

Examples of this Automatically-Collected Basic Information

The following information is automatically collected: (1) the IP address/hostname used to access our website, (2) date of the visit, and (3) the pages that were visited. The IP address under (1) is used only to generate an approximate count of visits. Most IP addresses are allocated dynamically or configured in such a way that they are not traceable to individual users, and at any rate we do not use this for any other purpose. No information such as names, computer characteristics, or computer content is collected. We do not sell or distribute any web visitor information.

Specific Identifiable Information

In addition, to demonstrate progress on a specific Learning Plan, we must have information about individuals and progress through specific plans. We provide information to the “owner” of the Learner Web through which you are subscribed to this Learning Community, which may include information about you and your progress through the Learning Plans.

We also provide access to this information, with identifying information (such as your name and address) removed to researchers who are studying how people learn. We do this so we all can improve Learning Plans and resources.

This information is maintained in secure databases only for the stated purpose and is not used in any other way. We do not sell or distribute any email list, mailing list, or publications request information.

Review and Discussion on College’s Procurement Levels for Purchase of Goods or Services

Discussion is requested to review the procurement levels for the purchase of goods or services

Section 44.031 of the Education Code, Purchasing; Contracts, generally states the following:

contracts for the purchase of goods and services, except contracts for the purchase of produce or vehicle fuel, valued at **\$50,000** or more in the aggregate for each 12-month period shall be made by a specific type of method, such as **competitive bidding** for services other than construction services, **competitive sealed proposals** for services other than construction services, **request for proposals** for services other than construction, an interlocal contract, etc.

The College currently distinguishes the purchasing of goods and services among three different levels as follows:

Level	Requirement	Amount
Level I	One Written Quote	\$0-\$4,999
Level II	Three Written Quotes or One Purchasing Cooperative Quote	\$5,000 - \$9,999
Level III	RFP, RFQ or One Purchasing Cooperative Quote	\$10,000 and Above

Administration is proposing that the Board consider increasing the procurement thresholds for each level. The proposed thresholds will remain within the limit of the Texas Education Code for Purchasing; Contracts.

The current levels and proposed levels based upon dollar value and method of procurement for Board consideration are as follows:

Level	Current	Proposed
Level I	<p><u>Purchases valued less than \$5,000</u> When the College seeks to purchase personal property or services of a value less than \$1,000, quotations will be verbally accepted. Purchases or \$1,000 to \$5,000 will require written quotes. The purchasing decision will be based upon experience with the vendor, considering price, quality and deliver date.</p>	<p><u>Purchases valued less than or at \$9,999</u> When the College seeks to purchase personal property or services of a value less than \$1,000, quotations will be verbally accepted. Purchases of \$1,000 to \$9,999 will require one (1) written quote. The purchasing decision will be based upon past experience with the vendor, considering price, quality and delivery date.</p>

Level	Current	Proposed
Level II	<u>Purchases valued \$5,000 to \$9,999</u> When the College seeks to purchase property or services of a value of \$5,000 to \$10,000 , the College requires at least three written quotations which may include a quote or quotes from a catalog issued under an approved government purchasing program. Quotations will be recorded and kept with the purchasing files.	<u>Purchases valued \$10,000 to \$49,999</u> When the College seeks to purchase personal property or services of a value of \$10,000 to \$49,999 , the College shall require at least three written quotations. <i>This</i> may include a quote or quotes from <i>vendors</i> under <i>State of Texas</i> approved government purchasing program <i>such as the Department of Information Resources (DIR) and Texas Multiple Award Schedule (TXMAS) program.</i> Quotations will be recorded and kept with the purchasing file.
Level III	<u>Purchases valued at or above \$10,000</u> All College purchases and contracts valued above \$10,000 shall be made by one of the methods authorized by Section 44.021 Texas Education Code, Local Government Code 271.082 or 271.083 and/or 271.102 or 271.103 and in accordance with the procurement required.	<u>Purchases valued at or above \$50,000</u> All College purchases and contracts valued at or above \$50,000 shall be made by one of the methods authorized by Section 44.031 Texas Education Code, Local Gov't Code 271.082 or 271.083 and/or 271.102 or 271.103 and in accordance with the procedures required.

The benefits to increasing the Level II amount from \$9,999 to \$49,999.99 and Level III amount from at or above \$10,000 to at or above \$50,000 thresholds include the following:

- Increased participation by vendors who claim contract amounts are too low to justify the effort required in preparing a proposal
- Reduction in administrative costs and time associated with solicitation, preparation, advertising, and evaluation committee staff time
- Reduction in delays for purchase of items needed by students. This is often the case for grants where a short timeline is available to acquire the items needed by students.
- Expedite purchases related to the 2013 Bond Construction Program.

The table below is a comparison of the number of goods or services purchased for the last five years that currently require Board approval and the number of purchasing items that would require Board approval under the proposed new threshold:

Fiscal Year	Current # of Items Above \$10,000	Proposed # of Items at or Above \$50,000	Variance – Reduction of Purchases Presented to Board	Percentage Reduction
2013-2014	286	89	197	69%
2012-2013	250	89	161	64%
2011-2012	227	79	148	65%
2010-2011	242	102	140	58%
2009-2010	239	96	143	60%

Below is a summary of the purchasing items by amount ranges for the following fiscal years.

Fiscal Year	Amount Ranges					
	\$0 to \$10,000	\$10,000.01 to \$14,999.99	\$15,000 to \$19,999.99	\$20,000 to \$24,999.99	\$25,000 to \$49,999.99	\$50,000 and above
2013-2014	6,821	40	37	23	97	89
2012-2013	7,034	40	28	23	70	89
2011-2012	6,892	39	19	25	65	79
2010-2011	7,346	35	30	18	57	102
2009-2010	7,718	34	36	14	59	96

The procurement levels for various Texas Community College follows in the packet for the Committee's information and review.

The proposed dollar level limits have been reviewed by the College's Internal Auditor who has indicated that the proposed thresholds are appropriately in compliance with state requirements for purchasing and that the changes would make the process more efficient.

No action is required from the Committee. This item is presented for information and feedback to staff.

Texas Community Colleges Procurement Levels

	Alamo Community College	Austin Community College	El Paso Community College	Lone Star College	San Jacinto Community College	Tarrant County Community College	Current South Texas College	Proposed South Texas College	State Requirements
Level I One Written Quote	\$0 to \$2,000	\$0 to \$10,000	\$0 to \$10,000	\$0 to \$10,000	\$0 to \$5,000	\$0 to \$5,000	\$0 to \$5,000	\$0 to \$9,999.99	N/A
Level II Three Written Quotes or One Purchasing Cooperative Quote	\$2,000 to \$50,000	\$10,000 to \$50,000	\$10,000 to \$50,000	\$10,000 to \$50,000	\$5,000 to \$50,000	\$5,000 to \$50,000 (Two Quotes or One Coop Quote)	\$5,000 to \$10,000	\$10,000 to \$49,999.99	N/A
Level III RFP, RFQ, or One Purchasing Cooperative Quote	\$50,000 and above	\$50,000 and above	\$50,000 and above	\$50,000 and above	\$50,000 and above	\$50,000 and above	\$10,000 and above	\$50,000 and above	\$50,000 and above
Level IV				\$100,000 Board Approval		\$100,000 Board Approval			N/A

Review and Discussion on the College’s Threshold Amounts on Authorization to Sign/Initial Checks and Authorization to Release Checks

Review and discussion is requested on the College’s threshold amount requirements related to check signatures/initials requirements and the authorization to release checks.

The current thresholds related to check signatures/initials requirements and the authorization to release checks are as follows:

Current Threshold Levels	Authorized Signatures (Two required)	Initials Required (Two required)	Authorized Release of Checks
\$0 - \$9,999	President VPFAS Comptroller	No	<ul style="list-style-type: none"> • Business Office
\$10,000 - \$49,999	President VPFAS Comptroller	Yes	<ul style="list-style-type: none"> • VPFAS • President
\$50,000 and above	President VPFAS Comptroller	Yes	<ul style="list-style-type: none"> • VPFAS • President • Board of Trustees

Administration is proposing to increase the threshold amount requirements. The proposed thresholds related to check signatures/initials requirements and the authorization to release checks are as follows:

Proposed Threshold Levels	Authorized Signatures (Two required)	Initials Required (Two required)	Authorized Release of Checks
\$0 - \$24,999	President VPFAS Comptroller	No	<ul style="list-style-type: none"> • Business Office
\$25,000 - \$124,999	President VPFAS Comptroller	Yes	<ul style="list-style-type: none"> • VPFAS • President
\$125,000 and above	President VPFAS Comptroller	Yes	<ul style="list-style-type: none"> • VPFAS • President • Board of Trustees

Below is a summary of the number of checks by ranges for Fiscal Year 2013 – 2014:

Fiscal Year	\$0 to \$9,999	\$10,000 to \$24,999	\$25,000 to \$49,999	\$50,000 to \$99,999	\$100,000 to \$124,999	\$125,000 and Above
2013 - 2014	65,780	334	129	50	9	25

The table on the following page shows the effect of the proposed changes, including the number of checks expected to be affected at each level.

Administration recommends the current thresholds be revised to increase the amounts on authorization to sign/initial checks and authorization to release checks. The benefits of increasing the threshold include the following:

- Expedite the process to release vendor checks. Prior to vendor payment, the Board of Trustees has approved the College's purchases and/or services above \$10,000 in compliance with the purchasing policy.
- Expedite payments related to the new bond program.
- Reduce administrative costs associated with handling and routing checks.
- Positive impact on the College's credit rating and vendor relationships due to prompt vendor payments.

No action is required from the Committee. This item is presented for information and feedback to staff.

As a result of the proposed change in the threshold amounts, the number of checks to be initialed and authorized to be released by levels will increase/decrease as follows:

Authorized Signatures (Two required)	Initials Required (Two required)	Authorized Release of Checks	Current		Proposed		Variance	
			Threshold Level	No. of Checks	Threshold Level	No. of Checks	Inc/<Dec> of Checks	Perc. Inc/<Dec>
President VPFAS Comptroller	No	<ul style="list-style-type: none"> Business Office 	\$0 - \$9,999	65,780	\$0 - \$24,999	66,114	334	0.5%
President VPFAS Comptroller	Yes	<ul style="list-style-type: none"> VPFAS President 	\$10,000 - \$49,999	463	\$25,000 - \$124,999	188	<275>	<59%>
President VPFAS Comptroller	Yes	<ul style="list-style-type: none"> VPFAS President Board of Trustees 	\$50,000 and above	84	\$125,000 and above	25	<59>	<70%>

An example of the checks between \$10,000 and \$24,999 that would not require VPFAS and President initials will be payments for supplies, services, equipment, and maintenance agreements.

An example of the checks between \$50,000 and \$124,999 that would not require Board of Trustees approval will be payments for construction services, appraisal district charges, Technology Resources software, hardware, and licenses, and library subscriptions.

Review and Recommend Action to Revise Policy #5120: Investment Policy and Investment Strategy Statement

Approval to revise Policy #5120: Investment Policy and Investment Strategy Statement will be requested at the October 28, 2014 Board meeting.

The Public Funds Investment Act (PFIA), Chapter 2256.005 (e) requires the governing body of an investing entity to review its Investment Policy and Investment Strategy Statement not less than annually. The governing body must adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the Investment Policy and Investment Strategy Statement and that the written instrument so adopted shall record any changes made to either the Investment Policy or Investment Strategy Statement.

The College's Investment Policy and Investment Strategy Statement was submitted and reviewed by the Government Treasurers' Organization of Texas (GTOT). Our Policy reflects several revisions recommended by GTOT. The College was awarded the Certificate of Distinction by the Government Treasurers' Organization of Texas (GTOT) for the Investment Policy. This Certificate is for a two-year period ending August 31, 2016.

The administration brings the Investment Policy and Investment Strategy Statement to the Board of Trustees annually, as required. The Investment Policy and Investment Strategy Statement were reviewed by South Texas College's legal counsel and Long Chilton, LLP, external auditors.

The following revisions are necessary to enhance understanding of the Investment Policy and Investment Strategy Statement.

Investment Policy:

- On page 2, Section I B – deleted the word “and”; and changed “Section III.D.1” to “Section III.G.1.” (to correct section reference)
- On page 3, Section II A – changed “avoided” to “minimized” and “construction” to “Unexpended Plant.” (to change wording and correct fund name)
- On page 4-5, Section III A 7 – added the word “with,” “has,” and “be”; added the statements “provides South Texas College with a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940” and “and conforms to the requirements set forth in Sections 2256.016(b) and (c) of the Act relating to the eligibility of investment pools to receive and invest funds of investing entities”; and deleted the words “with,” “that,” “money market,” “and” and “no-load.” (to comply with PFIA and GTOT)
- On page 5, Section III A 8 – added the phrase “by rule, order, ordinance, or resolution.” (to comply with PFIA)

- On page 5, Section III E – added the phrase “by qualifying the broker, dealer, and financial institution with whom the College will transact” (to minimize the risk of loss)
- On page 7-8, Section III E 4 – added the statement “the Agreement states the securities and collateral will be held in South Texas College’s name as evidenced by safekeeping receipts of the institution with which the securities are deposited.” (to comply with GTOT)
- On page 8, Section III E 4 c – added the phrases “and liable” and “the collateral and.” (to strengthen the monitoring of collateral)
- On page 8-9, Section III E 5 – added the words “and custody” and added the statements “or held as collateral to secure time and demand deposits” (to strengthen the requirement for safekeeping) and “Securities and collateral will be held in South Texas College’s name as evidenced by safekeeping receipts of the institution with which the securities are deposited.” (to comply with GTOT)
- On page 9-10, Section III F – changed “Investment Officers” and “Investment Committee” to “Board of Trustees,” “including” to “include,” and “registered principal” to “qualified representative”; added the statements “The Board of Trustees may contract with an investment management firm registered under the Investment Advisers Act of 1940 or with the State Securities Board to provide for the investment and management of its public funds under its control. The contract period will be for a maximum of two years, and a renewal or extension of the contract must be made by the Board of Trustees by order, ordinance, or resolution” and “, as defined in the Act”; added the words “the following,” “dealers,” “banks,” and “pools,”; added the phrase “investment providers”; and deleted the phrase “Investment Officers will establish.” (to comply with PFIA)
- On page 10, Section III G 1 – deleted the phrase “the Associate Vice President for Financial Services”; changed “six” to “twelve”; and added the phrase “review brokers/dealers/banks/pools and independent training sources.” (to comply with PFIA)
- On page 12, Section III G 6 – changed the statement “state agency or local government” to “College” and “agency’s or local government’s” to “College’s.” (to correct College reference)
- On page 12, Section III G 7 – added the statement “The methods/sources to be used to monitor the market price of investments that have been acquired with public funds shall be from sources deemed reliable by an Investment Advisor, brokers/dealers”; added the phrase “or other market pricing services”; and deleted the phrase “will be used to monitor the market price of acquired investments.” (to include additional methods of monitoring market price)
- On page 13, Section III G 10 – deleted the statement “The College’s Investment Policy shall be adopted annually by resolution of the College’s Board of Trustees”;

deleted the word “Advisory”; added the word “Investment”; and added the phrase “and Investment Strategy.” (to remove duplicate statement)

Investment Strategy Statement:

- On page 2 of the Investment Strategy Statement – changed the phrases “Operating Funds, Construction and Unexpended Plant Funds and Funds for Retirement of Indebtedness” to “all fund types” and “the Operating Funds portfolio” to “all fund types, except for Unexpended Plant Funds and Funds for Retirement of Indebtedness”; and deleted the words “Construction and.” (to change wording on fund types)

In addition, minor grammatical changes were made throughout the documents.

The revised Policy follows in the packet for the Committee’s information and review. The additions to the Policy are in italics and highlighted in yellow and the deletions are designated with a strikeout.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the October 28, 2014 Board meeting, the revisions to Policy #5120: Investment Policy and Investment Strategy Statement as presented and which supersedes any previously adopted Board Policy.

MANUAL OF POLICY

Title	Investment Policy	5120
Legal Authority	Approval of the Board of Trustees	Page 1 of 13
Date Approved by Board	Board Minute Order Dated October 12, 1995	
Date Amended by Board	As Amended by Board Minute Order Dated August 8, 1996 As Amended by Board Minute Order Dated December 11, 1997 As Amended by Board Minute Order Dated October 15, 1998 As Amended by Board Minute Order Dated October 17, 2002 As Amended by Board Minute Order Dated October 16, 2003 As Amended by Board Minute Order Dated October 21, 2004 As Amended by Board Minute Order Dated November 17, 2005 As Amended by Board Minute Order Dated October 19, 2006 As Amended by Board Minute Order Dated February 15, 2007 As Amended by Board Minute Order Dated October 18, 2007 As Amended by Board Minute Order Dated October 13, 2008 As Amended by Board Minute Order Dated June 25, 2009 As Amended by Board Minute Order Dated November 23, 2009 As Amended by Board Minute Order Dated October 25, 2010 As Amended by Board Minute Order Dated October 27, 2011 As Amended by Board Minute Order Dated October 30, 2012 As Amended by Board Minute Order Dated October 28, 2013 <i>As Amended by Board Minute Order Dated October 28, 2014</i>	

PREFACE

It is the policy of South Texas College that, giving due regard to the safety and risk of investment, all available funds shall be invested in conformance with State and Federal Regulations, applicable Bond Resolution requirements, adopted Investment Policy and adopted Investment Strategy.

Effective cash management is recognized as essential to good fiscal management. Aggressive cash management and effective investment strategy development will be pursued to take advantage of interest earnings as viable and material revenue to all South Texas College funds. The South Texas College portfolio shall be designed and managed in a manner responsive to the public trust and consistent with this Policy.

Investments shall be made with the primary objectives of:

- Preservation of capital and safety of South Texas College funds,
- Maintenance of sufficient liquidity,
- Maximization of return within acceptable risk constraints, and
- Diversification of investments.

~~Strikethrough denotes deletion~~
Italics denote addition

MANUAL OF POLICY

Title	Investment Policy	5120
Legal Authority	Approval of the Board of Trustees	Page 2 of 13

I. PURPOSE

A. Formal Adoption

This Investment Policy (hereinafter “Investment Policy” or “Policy”) is authorized by South Texas College in accordance with Chapter 2256, Texas Government Code, the Public Funds Investment Act (hereinafter the “Act” or “Public Funds Investment Act”) and shall be interpreted to at all times to comply with the Act.

B. Scope

This Investment Policy applies to all financial assets of South Texas College and includes the following funds or fund types: Unrestricted, Auxiliary, Restricted, Loan, Endowment, Agency, Funds for Renewal and Replacement, Unexpended Plant Funds, ~~and~~ Funds for Retirement of Indebtedness, and any other funds which have been contractually delegated to South Texas College for management purposes.

This Policy establishes guidelines for:

- 1) who can invest South Texas College funds,
- 2) how South Texas College funds will be invested, and
- 3) when and how a periodic review of investments will be made. In addition to this Policy, bond funds (as defined by the Internal Revenue Service) shall be managed in accordance with their issuing documentation and all applicable State and Federal Laws.

All investments made with South Texas College (hereinafter “South Texas College” or the “College”) funds prior to the adoption of this Investment Policy shall be held or liquidated as determined by the Investment Committee (defined hereinafter in Section III.G D.1 of the Policy) to be in the best interest of the financial well-being of South Texas College.

C. Review and Amendment

This Policy shall be reviewed annually by the Board of Trustees. Amendments must be adopted by the Board of Trustees.

D. Investment Strategy

In conjunction with the annual Policy review, the Board of Trustees shall review the separate written investment strategy for each of South Texas College’s funds. The investment strategy must describe the investment objectives for each fund according to the following priorities:

- 1) understanding of the suitability of the investment to the financial requirements of South Texas College
- 2) preservation and safety of principal,
- 3) liquidity,
- 4) marketability of the investment if the need arises to liquidate the investment prior to maturity,
- 5) diversification of the investment portfolio, and
- 6) yield.

MANUAL OF POLICY

Title	Investment Policy	5120
Legal Authority	Approval of the Board of Trustees	Page 3 of 13

II. INVESTMENT OBJECTIVES

A. Safety of Principal

The primary objective of all investment activity is the preservation of capital and the safety of principal in the overall portfolio. Each investment transaction shall seek to ensure first that capital losses are **minimized** ~~avoided~~, whether they are from securities defaults or erosion of market value.

The objective will be to mitigate credit and interest rate risk.

- **Credit Risk:** In accordance with State law and the College's Investment Policy, the College limits its exposure to credit risk, the risk that the issuer of a debt security will not pay its pay value upon maturity, by limiting its investments to the types herein described: obligations of the United States and its Agencies and Instrumentalities, direct or guaranteed obligations of the State of Texas, obligations of states, agencies, counties, cities or other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm of not less than "A" or its equivalent, certificates of deposit which are secured by obligations described above and governed by a depository agreement, money market mutual funds regulated by the SEC, or eligible investment pools organized and operating in compliance with the Public Funds Investment Act. The College's Investment Policy also seeks to minimize its concentration of credit risk by establishing the following maximum percentages of investment types for the total College portfolio: U.S. Treasury Bills/Notes/Bonds 100%; U.S. Agencies and Instrumentalities 100%; States, Counties, Cities, and Other 25%; Certificates of Deposit 100%; Money Market Mutual Funds 25%; and Eligible Investment Pools 50%.
- **Interest Rate Risk:** In accordance with its Investment Policy, the College limits its exposure to interest rate risk by investing in securities whose maturities will not exceed the anticipated cash flow requirements for the funds. College policy states that investments of operating funds are limited to a weighted average of 270 days until maturity for all investments, with a maximum allowable maturity of two years for any one investment. The investment maturities of **Unexpended Plant** ~~construction~~ Funds and of Funds for Retirement of Indebtedness are generally limited to the anticipated cash flow requirements of the funds.

B. Maintenance of Adequate Liquidity

The investment portfolio will remain sufficiently liquid to meet the cash flow requirements that might be reasonably anticipated. Liquidity shall be achieved by matching investment maturity with forecasted cash flow requirements; investing in securities with active secondary markets; and maintaining appropriate portfolio diversification.

MANUAL OF POLICY

Title	Investment Policy	5120
Legal Authority	Approval of the Board of Trustees	Page 4 of 13

C. Market Rate of Return (Yield)

The College's investment portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, consistent with the College's investment risk constraints and the cash flow needs projected. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

III. INVESTMENT POLICIES

A. Authorized Investments

Investments described below are authorized by the Public Funds Investment Act as eligible securities. South Texas College restricts its investments to the following securities authorized by the Public Funds Investment Act.

- 1) Obligations, including letters of credit, of the United States or its agencies and instrumentalities.
- 2) Direct obligations of the State of Texas, or its agencies and instrumentalities.
- 3) Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States.
- 4) Other obligations, the principal and interest on which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States.
- 5) Obligations of states, agencies, counties, cities, and other political subdivisions of any State rated as to investment quality by a nationally recognized investment rating firm not less than "A" or its equivalent. The College will take all prudent measures that are consistent with its Investment Policy to liquidate an investment that does not have the minimum rating.
- 6) Certificates of deposit issued by a depository institution that has its main office or branch in Texas and is:
 - a) guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or its successors or the National Credit Union Share Insurance Fund or its successor;
 - b) secured by obligations that are described by 1- 5 above, including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates; or
 - c) secured in any other manner and amount provided by law for deposits of the College.
 - d) governed by a Depository Agreement, as described in E.4 of this section, that complies with Federal and State Regulation; and
 - e) solicited for bid orally, in writing, electronically, or any combination of those methods, unless acquired exclusively from the South Texas College depository.
- 7) No-load money market mutual funds registered *with* and regulated by the Securities and Exchange Commission; *provides South Texas College with a prospectus and other information required by the Securities and Exchange Act of 1934 or the Investment Company Act of 1940; has with* a dollar weighted average portfolio maturity of 90 days or less; ~~that~~ fully invest dollar-for-dollar all South Texas College funds without sales commissions or loads; and, whose investment objectives include seeking to maintain a stable net asset value of \$1 per share. No-load ~~money-market~~ mutual funds

MANUAL OF POLICY

Title	Investment Policy	5120
Legal Authority	Approval of the Board of Trustees	Page 5 of 13

must be registered with the Securities and Exchange Commission (SEC), have an average weighted maturity of less than two years, be invested exclusively in obligations approved in this section, **and be** is continuously rated as to investment quality by at least one nationally recognized investment rating firm of not less than AAA or its equivalent, **and conforms to the requirements set forth in Sections 2256.016(b) and (c) of the Act relating to the eligibility of investment pools to receive and invest funds of investing entities.** South Texas College may not invest funds under its control in an amount that exceeds 15% of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service in no-load ~~money market~~ mutual funds. The College may not invest any portion of bond proceeds, reserves and funds held for debt service, in no-load ~~money market~~ mutual funds or invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one ~~no-load money market~~ mutual fund in an amount that exceeds 10 percent of the total assets of the mutual fund.

- 8) Eligible investment pools organized and operating in compliance with the Public Funds Investment Act that have been authorized by the Board of Trustees **by rule, order, ordinance, or resolution** and whose investment philosophy and strategy is consistent with this Policy and South Texas College's ongoing investment strategy. A public funds investment pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.
- 9) To the extent the bonds or other obligations of the College or a municipal bond insurance policy further limits the types of investments the College makes with funds pledged to the payment of those bonds or obligation, the provisions thereof shall govern.
- 10) Procedures to monitor rating changes in investments acquired with public funds and the liquidation of such investments consistent with the provisions of Section III D.

B. Existing Investments

The College is not required to liquidate investments that were authorized investments at the time of the purchase.

C. Prohibited Investment

South Texas College expressly prohibits any direct investment in asset or mortgage backed securities. South Texas College expressly prohibits the acceptance for collateralized deposits in interest-only and principal-only mortgage backed securities and collateralized mortgage obligations.

D. Effect of Loss of Required Rating

All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating.

E. Protection of Principal

South Texas College shall seek to control the risk of loss due to the failure of a security issuer or grantor. Such risk shall be controlled by investing only in the safest types of securities as defined in the Policy; **by qualifying the broker, dealer, and financial institution with whom the College will transact;** by collateralization as required by law; and through portfolio diversification by maturity and type.

MANUAL OF POLICY

Title	Investment Policy	5120
Legal Authority	Approval of the Board of Trustees	Page 6 of 13

The purchase of individual securities shall be executed “delivery versus payment” (DVP) through the South Texas College Safekeeping Agent. By so doing, South Texas College’s funds are not released until South Texas College has received, through the Safekeeping Agent, the securities purchased.

1. Diversification by Investment Type

Diversification by investment type shall be maintained by ensuring an active and efficient secondary market in portfolio investments and by opportunity risks associated with specific investment types.

Diversification by investment type shall be established by the following maximum percentages of investment type to the total South Texas College investment portfolio at the time of each investment transaction:

- a. U.S. Treasury Bills/Notes/Bonds 100%
- b. U.S. Agencies and Instrumentalities 100%
- c. States, Counties, Cities, and Other 25%
- d. Certificates of Deposit 100%
- e. Money Market Mutual Funds 25%
- f. Eligible Investment Pools 50%

Bond proceeds may be invested in a single security or investment if the Investment Committee determines that such an investment is necessary to comply with Federal arbitrage restrictions or to facilitate arbitrage record-keeping and calculations.

2. Diversification by Investment Maturity

In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the funds. Maturity guidelines by fund are as follows: (Investment transactions made prior to the adoption of this Policy are not subject to these guidelines).

a) Unrestricted, Auxiliary, Restricted, Loan, Endowment, Agency and Plant Renewal and Replacement Funds

The weighted average days to maturity for the portfolio of these funds shall be less than 270 days and the maximum allowable maturity shall be two years for any one investment.

b) Unexpended Plant Funds

The investment maturity of Unexpended Plant Funds, allocable to a bond issue, shall generally be limited to the anticipated cash flow requirements or the “Temporary Period,” as defined by the U.S. Tax Code and the regulations thereunder. During the Temporary Period, bond proceeds may be invested at an unrestricted yield. After the expiration of the Temporary Period, bond proceeds subject to yield restriction shall be invested consistent with yield restrictions under the U.S. Tax Code and the regulations thereunder.

MANUAL OF POLICY

Title	Investment Policy	5120
Legal Authority	Approval of the Board of Trustees	Page 7 of 13

The weighted average days to maturity for the unexpended plant funds not allocable to a bond issue shall be less than 270 days and the maximum allowable maturity shall be two years for any one investment.

c) Funds for Retirement of Indebtedness

Funds, along with other available monies, shall be invested to ensure adequate funding for debt service payment. The Investment Officers shall ensure that the investments shall mature on such dates as the available monies and the anticipated receipts from investments will be sufficient to pay, when due, the principal, interest and call premiums, if any, of the outstanding obligations.

South Texas College's funds that are considered "bond proceeds" for arbitrage purposes will be invested using a more conservative approach than the standard investment strategy when arbitrage rebate rules require rebate of excess earnings. All earnings in excess of the allowable arbitrage earnings ("rebate liability") will be segregated and made available for any necessary payments to the U.S. Treasury.

3. South Texas College Liquidity

Liquidity shall be achieved by anticipating cash flow requirements, by investing in securities with active secondary markets and by investing in eligible money market mutual funds and local government investment pools.

A security may be liquidated to meet unanticipated cash requirements, to redeploy cash into other investments expected to outperform current holdings, or otherwise to adjust the portfolio.

4. Depository Agreements

Consistent with the requirements of State law, South Texas College requires all bank deposits to be federally insured or collateralized with eligible securities. Financial institutions serving as South Texas College's Depositories will be required to sign a Depository Agreement (hereinafter "Agreement") with South Texas College and South Texas College's safekeeping agent.

The safekeeping portion of the Agreement shall define South Texas College's rights to the collateral in case of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

- the Agreement must be in writing;
- the Agreement has to be executed by the Depository and South Texas College contemporaneously with the acquisition of the asset;
- the Agreement must be executed in compliance with the Financial Institutions Resource and Recovery Enforcement Act (FIRREA) and approved by the Board of Directors or the loan committee of the Depository and a copy of the meeting minutes must be delivered to South Texas College;
- the Agreement must be part of the Depository's "official record" continuously since its execution.

MANUAL OF POLICY

Title **Investment Policy** **5120**
Legal Authority **Approval of the Board of Trustees** **Page 8 of 13**

- *the Agreement states the securities and collateral will be held in South Texas College's name as evidenced by safekeeping receipts of the institution with which the securities are deposited.*

a) Allowable Collateral

Eligible securities for collateralization of deposits are defined by the Public Funds Collateral Act, Chapter 2257, Texas Government Code, as amended, and those that meet the constraints of this Policy.

b) Collateral Levels

The market value of the principal portion of collateral pledged must at all times be equal to or greater than 102% of par value of the time and demand deposits plus accrued interest, less the applicable level of FDIC insurance.

c) Monitoring Collateral Adequacy

South Texas College shall require monthly reports with market values of pledged securities from all financial institutions with which South Texas College has collateralized deposits. The bank shall be responsible *and liable* for monitoring and maintaining *the collateral and* collateral margins on a daily basis and for reporting these activities monthly. The Investment Officers will monitor adequacy of collateralization levels to verify market values and total collateral positions.

d) Additional Collateral

If the market value of the collateral pledged for a deposit falls below 102% of par value of time and demand deposits, plus accrued interest and less FDIC insurance, the institution holding the deposit will be notified by the Investment Officers and will be required to pledge additional allowable collateral as defined above no later than the end of the next succeeding business day.

e) Security Substitution

Collateralized deposits often require substitution of securities. Any financial institution requesting substitution must contact the Investment Officers for approval and settlement. The substituted security's value will be calculated and substitution approved if the substitution maintains a pledged value equal to or greater than the required security level. An Investment Officer must provide written notification of the decision to the bank or the safekeeping agent holding the security prior to any security release. Substitution is allowable for all transactions, but should be limited, if possible, to minimize potential administrative problems and transfer expense. The Investment Officer may limit substitution and assess appropriate fees if substitution becomes excessive or abusive.

5. Safekeeping

a) Safekeeping Agreement

South Texas College shall contract with a bank or banks for the safekeeping *and custody* of securities either owned by South Texas College as a part of its investment portfolio or as part of its depository

MANUAL OF POLICY

Title Investment Policy 5120

Legal Authority Approval of the Board of Trustees Page 9 of 13

agreements or *held as collateral to secure time and demand deposits.* *Securities and collateral will be held in South Texas College's name as evidenced by safekeeping receipts of the institution with which the securities are deposited.*

b) Safekeeping of Deposit Collateral

All collateral securing bank and savings and loan deposits must be held by a third party banking institution acceptable to and under contract with South Texas College or by the Federal Reserve Bank.

6. Competitive Bidding

The College will require at least three competitive offers or bids for all individual security purchases and sales (excluding money market mutual funds, certificates of deposit, and local government investment pools (Section III A)) and require any investment advisor to do the same.

F. Investment Advisors and Investment Providers

Investment Advisors shall adhere to the spirit, philosophy, and specific term of this Policy and shall invest within the same "Standard of Care." Investment Providers shall adhere to the spirit and philosophy of this Policy and shall avoid recommending or suggesting transactions outside that "Standard of Care."

Selection of Investment Advisors and Investment Providers will be performed by the *Board of Trustees Investment Officers.* *The Board of Trustees may contract with an investment management firm registered under the Investment Advisers Act of 1940 or with the State Securities Board to provide for the investment and management of its public funds under its control. The contract period will be for a maximum of two years, and a renewal or extension of the contract must be made by the Board of Trustees by order, ordinance, or resolution.* The ~~Investment Officers~~ will establish criteria to evaluate Investment Advisors and Investor Providers, including the following:

- a) Adherence to South Texas College's policies and strategies,
- b) Investment performance and transaction pricing within accepted risk constraints,
- c) Responsiveness to South Texas College's requests for services, information and open communication,
- d) Understanding of the inherent fiduciary responsibility of investing public funds, and
- e) Similarity in philosophy and strategy with South Texas College's objectives.

Selected Investment Advisors and Investment Providers shall provide timely transaction confirmations and monthly activity reports.

Business organizations eligible to transact investment business with South Texas College shall be presented a written copy of this Investment Policy. Additionally, the *qualified representative* registered principal of the business organization, *as defined in the Act,* seeking to transact investment business shall execute a written instrument substantially to the effect that the *qualified representative* registered principal has:

MANUAL OF POLICY

Title	Investment Policy	5120
Legal Authority	Approval of the Board of Trustees	Page 10 of 13

- 1) received and thoroughly reviewed this Investment Policy, and
- 2) acknowledged that the organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between South Texas College and the organization that are not authorized by the College's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the College's entire portfolio or requires an interpretation of subjective investment standards.

South Texas College shall not enter into an investment transaction with a business organization prior to receiving the written instrument described above.

The designated **Board of Trustees Investment Committee** of South Texas College shall, at least annually, review, revise, and adopt a list of qualified **Investment Providers** (brokers/**dealers/banks/pools**) that are authorized to engage in investment transactions with the College.

G. Responsibility and Controls

1. Authority to Invest

South Texas College's "Investment Officers" are the Vice President for Finance and Administrative Services, ~~the Associate Vice President for Financial Services~~, the Comptroller, and one of South Texas College's elected officials (selected by the Board of Trustees). Acting as a committee, the Investment Officers are authorized to deposit, withdraw, invest, transfer, execute documentation, and otherwise manage South Texas College's funds according to this Policy. The Investment Officers may authorize one Investment Officer to deposit, withdraw, or transfer funds out of or into an investment pool or money market mutual fund in order to meet daily operating needs of South Texas College.

The Board of Trustees' Finance and Human Resources Committee shall be the Investment Committee. The Investment Committee shall review the investment portfolio's status and performance, determine and implement appropriate portfolio adjustments, **review brokers/dealers/banks/pools and independent training sources**, oversee South Texas College's Investment Advisor, monitor compliance with the Investment Policy and Investment Strategy Statement, and perform other duties as necessary to manage South Texas College's funds.

Each member of the Board of Trustees and the Investment Officers shall attend at least one training session, relating to the person's responsibilities under the Act within six months after taking office or assuming duties. The Texas Higher Education Coordinating Board shall provide the training.

The Investment Officers shall receive not less than 10 hours of instruction within the first **twelve** ~~six~~ months after taking office or assuming duties. The investment officer shall prepare a report on any changes in the Public Funds Investment Act and deliver the report to the Board of Trustees not later than the 180th day after the last day of each regular session of the legislature.

The Investment Officers shall attend an investment training session not less than once each state fiscal biennium, and receive not less than 10 hours of instruction relating to investment responsibilities that

MANUAL OF POLICY

Title	Investment Policy	5120
Legal Authority	Approval of the Board of Trustees	Page 11 of 13

addresses investment controls, security risks, strategy risks, market risks, diversification of investment portfolio and compliance with the Public Funds Investment Act. The investment training session shall be provided by the following approved training sources: the Texas Higher Education Coordinating Board, the Government Finance Officers Association of Texas, the Government Treasurers Organization of Texas, the Texas Municipal League, and the University of North Texas Center for Public Management.

2. Prudent Investment Management

The designated Investment Officers shall perform their duties in accordance with the adopted Investment Policy and internal procedures. In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the investment of all funds over which the Investment Officer had responsibility, rather than the prudence of a single investment, shall be considered. Investment Officers acting in good faith and in accordance with these policies and procedures shall be relieved of personal liability.

3. Standard of Care

The standard of care used by the College shall be the “prudent investor rule” and shall be applied in the context of managing the overall portfolio within the applicable legal constraints. The Public Funds Investment Act states:

“Investments shall be made with judgment and care, under circumstances then prevailing, that a person of prudence, discretion, and intelligence would exercise in the management of the person’s own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived.”

4. Standard of Ethics and Conflicts of Interest

The designated Investment Officers shall act as custodians of the public trust avoiding any transaction which might involve a conflict of interest, the appearance of a conflict of interest, or any activity which might otherwise discourage public confidence. Investment Officers shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. If the Investment Officer has a personal business relationship with a business organization offering to engage in an investment transaction with South Texas College, the Investment Officer shall file a statement disclosing that personal business interest. If the Investment Officer is related within the second degree by affinity or consanguinity, as determined under Chapter 573 of the Texas Government Code, to an individual seeking to sell an investment to South Texas College, the Investment Officer shall file a statement disclosing that relationship as stated in the Public Funds Investment Act Chapter 2256.005 (i) (1-3). This disclosure statement must be filed with the Texas Ethics Commission and the Board of Trustees. An Investment Officer has a personal business relationship with a business organization if:

- a) the Investment Officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
- b) funds received by the Investment Officer from the business organization exceed 10 percent of the Investment Officer’s gross income for the previous year; or

MANUAL OF POLICY

Title	Investment Policy	5120
Legal Authority	Approval of the Board of Trustees	Page 12 of 13

- c) the Investment Officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the Investment Officer.

5. Establishment of Internal Controls

South Texas College's Investment Officers will maintain a system of internal controls over the investment activities of South Texas College.

South Texas College, in conjunction with its annual financial audit, shall perform a compliance audit of management controls on investments and adherence to South Texas College's Investment Policy and Investment Strategy Statement.

6. Reporting

Investment performance will be monitored and evaluated by the Investment Officers. The Investment Officers shall submit an investment report to the Board of Trustees and the President quarterly. This investment report shall:

- 1) describe in detail the investment position of South Texas College
- 2) be prepared jointly by all Investment Officers of the College
- 3) be signed by each Investment Officer of the College
- 4) contain a summary statement of each pooled fund group that states the:
 - a. beginning market value for the reporting period,
 - b. ending market value for the period and
 - c. fully accrued interest for the reporting period.
- 5) state the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested
- 6) state the maturity date of each separately invested asset that has a maturity date
- 7) state the account or fund or pooled group fund in the **College** ~~state agency or local government~~ for which each individual investment was acquired; and
- 8) state the compliance of the investment portfolio of the **College** ~~state agency or local government~~ as it relates to:
 - a) the investment strategy expressed in the **College's** ~~agency's or local government's~~ Investment Policy; and
 - b) relevant provisions of the Act.

7. Methods used to Monitor the Market Price of Acquired Investments

The methods/sources to be used to monitor the market price of investments that have been acquired with public funds shall be from sources deemed reliable by an Investment Advisor, brokers/dealers, the Wall Street Journal or other market pricing services. ~~will be used to monitor the market price of acquired investments.~~

MANUAL OF POLICY

Title	Investment Policy	5120
Legal Authority	Approval of the Board of Trustees	Page 13 of 13

8. Investment Transactions must be Settled on a Delivery Versus Payment Basis

Investment transactions will be settled on a delivery versus payment (DVP) basis with the exception of investment pools and mutual funds.

9. Review by Independent Auditor

In conjunction with its annual financial audit, the auditor shall perform a compliance audit of management controls on investments and adherence to the College's established Investment Policy. The results of the audit shall be reported to the College's Board of Trustees by the auditor.

If the College invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports prepared by the investment officers must be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the Board of Trustees by the auditor.

10. Investment Policy Adoption

~~The College's Investment Policy shall be adopted annually by resolution of the College's Board of Trustees. The **Investment Policy and Investment Strategy** shall be reviewed annually by the Investment Advisory Committee and any modifications made thereto must be approved by the Board of Trustees. The Board of Trustees shall review its Investment Policy and investment strategies not less than annually. The Board shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the Investment Policy and Investment Strategy and that the written instrument so adopted shall record any changes made to either the Investment Policy or Investment Strategy.~~

INVESTMENT STRATEGY STATEMENT

Page 1

PREFACE

It is the policy of South Texas College that, giving due regard to the safety and risk of investment, all available funds shall be invested in conformance with State and Federal Regulations, applicable Bond Resolution requirements, adopted Investment Policy and adopted Investment Strategy.

In accordance with the Public Funds Investment Act, South Texas College's investment strategies shall address the following priorities (in order of importance):

- * Understanding of the suitability of the investment to the financial requirements of South Texas College,
- * Preservation and safety of principal,
- * Liquidity,
- * Marketability of the investment if the need arises to liquidate the investment prior to maturity,
- * Diversification of the investment portfolio, and
- * Yield

Effective investment strategy development coordinates the primary objectives of South Texas College's Investment Policy and cash management procedures to enhance interest earnings and reduce investment risk. Aggressive cash management will increase the available "investment period" and subsequently interest earnings. Maturity selections shall be based on cash flow and market conditions to take advantage of various interest rate cycles. South Texas College's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with the Investment Policy.

Each major fund type has varying cash flow requirements and liquidity needs. Therefore specific strategies shall be implemented considering the fund's unique requirements. South Texas College's funds shall be analyzed and invested according to the following fund types:

- a) Unrestricted,
- b) Auxiliary,
- c) Restricted,
- d) Loan,
- e) Endowment,
- f) Agency,
- g) Funds for Renewal and Replacement,
- h) Unexpended Plant Funds, and
- i) Funds for Retirement of Indebtedness

INVESTMENT STRATEGY

In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the fund. Investment guidelines for all fund-types are as follows:

A. Funds

South Texas College's funds include:

- Unrestricted Fund
- Auxiliary Fund
- Restricted Fund
- Loan Fund
- Endowment Fund
- Agency Fund

INVESTMENT STRATEGY STATEMENT

Page 2

Funds for Renewal and Replacement
Unexpended Plant Funds
Funds for Retirement of Indebtedness

Suitability: Any investment eligible in the Investment Policy is suitable for the *all fund types* ~~Operating Funds, Construction and Unexpended Plant Funds and Funds for Retirement of Indebtedness.~~

Safety of Principal: All investments shall be of high quality securities with no perceived default risk. Market price fluctuations will occur. However by managing the weighted average days to maturity for *all fund types, except for Unexpended Plant Funds and Funds for Retirement of Indebtedness,* ~~the Operating Funds portfolio~~ to less than 270 days for all investments and restricting the maximum allowable maturity to two years for any one investment, the price volatility of the overall portfolio will be minimized. ~~Construction and Unexpended Plant Funds investment should be as per Section III E 2 b and Funds for Retirement of Indebtedness investment should be as per Section III E 2 c.~~

Marketability: Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash requirement. Historical market “spreads” between the bid and offer prices of a particular security-type of less than a quarter of a percentage point shall define an efficient secondary market. ~~Construction and Unexpended Plant Funds investment should be as per Section III E 2 b and Funds for Retirement of Indebtedness investment should be as per Section III E 2 c.~~

Liquidity: ~~The Operating Funds~~ *All fund types, except for Unexpended Plant Funds and Funds for Retirement of Indebtedness* require the greatest short-term liquidity of any of the fund types. Short-term investment pools and money market mutual funds shall provide daily liquidity and may be utilized as a competitive yield alternative to fixed maturity investments.

Diversification: Investment maturities shall be staggered throughout the budget cycle to provide cash flow based on the anticipated operating needs of South Texas College. Market cycle risk will be reduced by diversifying the appropriate maturity structure out through two years.

Yield: Attaining a competitive market yield for comparable security-types and portfolio restrictions is the desired objective. The yield of an equally weighted, rolling three months Treasury bill portfolio shall be the minimum yield objective.

GLOSSARY OF COMMON TREASURY TERMINOLOGY

Page 1

Accrued Interest: The accumulated interest due on a bond as of the last interest payment made by the issuer.

Agency: A debt security issued by a federal or federally sponsored agency. General agencies are backed by the full faith and credit of the U.S. Government. Federally sponsored agencies (FSAs) are backed by each particular agency with a market perception that there is an implicit government guarantee. An example of federal agency is the Government National Mortgage Association (GNMA). An example of a FSA is the Federal National Mortgage Association (FNMA).

Asked: The price at which securities are offered.

Bankers' Acceptance (BA): A draft of bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

Basis Point: A unit of measurement used in the valuation of fixed-income securities equal to 1/100 of a percent of yield. e.g., "1/4" of 1 percent is equal to 25 basis points.

Bid: The indicated price at which a buyer is willing to purchase a security or commodity.

Book Value: The value at which a security is carried on the inventory lists or other financial records of an investor. The book value may differ significantly from the security's current value in the market.

Broker: A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position. In the money market, brokers are active in markets in which banks buy and sell money and in inter-dealer markets.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

Collateral: Securities, evidence of deposit or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

Collateralization: Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

Commercial Paper: An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

Comprehensive Annual Financial Report (CAFR): The official annual report for the College includes the basic financial statements prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed statistical section.

Coupon Rate: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

Credit Quality: The measurement of the financial strength of a bond issuer. This measurement helps an investor to understand an issuer's ability to make timely interest payments and repay the loan principal upon maturity. Generally, the higher the credit quality of a bond issuer, the lower the interest rate paid by the issuer because the risk of default is lower. Credit quality ratings are provided by nationally recognized rating agencies.

Credit Risk: The risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

GLOSSARY OF COMMON TREASURY TERMINOLOGY

Page 2

Current Yield (Current Return): A yield calculation determined by dividing the annual interest received on a security by the current market price of that security.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment (DVP): There are two methods of delivery of securities: delivery versus payment and delivery versus receipt (DVR) (also called free). Delivery versus payment means delivery of securities with an exchange of money for the securities. Delivery versus receipt means delivery of securities with an exchange of a signed receipt for the securities.

Derivative Security: Financial instrument created from, or whose value depends upon, one or more underlying assets or indexes of asset values.

Discount: The difference between the cost price of a security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, for example, U.S. Treasury bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Fair Value: The amount at which an investment could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, for example, S & L's, small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits.

Federal Funds (Fed Funds): Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis through the Federal Reserve banking system. Fed funds are considered to be immediately available funds.

Federal Funds Rate (the Fed Rate): The rate of interest at which Federal funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB): The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks in relation to member commercial banks.

Federal National Mortgage Association (FNMA or Fannie Mae): FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development, H.U.D. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and secondary loans in addition to fixed-rate mortgages. FNMA's securities are highly liquid and

GLOSSARY OF COMMON TREASURY TERMINOLOGY

Page 3

widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The president of the New York Federal Reserve Bank is a permanent member while the other presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of government securities in the open-market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., twelve (12) regional banks, and about 5,700 commercial banks that are members of the system.

Government National Mortgage Association (GNMA or Ginnie Mae): Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. The security holder is protected by the full faith and credit of the U.S. Government. Ginnie Mae securities are backed by FHA, VA, or FMHM mortgages. The term pass-through is often used to describe Ginnie Mae.

Interest Rate Risk: The risk associated with declines or rises in interest rates which cause an investment in a fixed-income security to increase or decrease in value.

Internal Control: An internal control structure designated to ensure that the assets of the entity are protected from loss, theft, or misuse. The internal control structure is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognized that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Internal controls should address the following points:

Control of collusion – Collusion is a situation where two or more employees are working in conjunction to defraud their employer.

Separation of transaction authority from accounting and record keeping – By separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction a separation of duties is achieved.

Custodial safekeeping – Securities purchased from any bank or dealer including appropriate collateral (as defined by state law) shall be placed with an independent third party for custodial safekeeping.

Investment Policy: A concise and clear statement of the objectives and parameters formulated by an investor or investment manager for a portfolio of investment securities.

Letter of Credit: A letter issued by a bank authorizing the bearer to draw a stated amount of money from the issuing bank, its branches, or other associated banks or agencies.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable quantities can be purchased at those quotes.

Local Government Investment Pool (LGIP): The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Market Risk: The risk that the value of a security will rise or decline as a result of changes in market conditions.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

GLOSSARY OF COMMON TREASURY TERMINOLOGY

Page 4

Master Repurchase Agreement: To protect investors, many public investors will request that repurchase agreements be preceded by a master repurchase agreement between the investor and the financial institution or dealer. The master agreement should define the nature of the transaction, identify the relationship between the parties, establish normal practices regarding ownership and custody of the collateral securities during the term of the investment, provide remedies in the case of default by either party, and clarify issues of ownership. The master repurchase agreement protects the investors to liquidate collateral if a bank or dealer defaults during the term of the agreement.

Maturity: The date at which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Money Market Mutual Fund: Mutual funds that invest solely in money market instruments.

Mutual Fund: An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments. Mutual funds are regulated by the Investment Company Act of 1940.

National Association of Securities Dealers (NASD): A self-regulatory organization (SRO) of brokers and dealers in the over-the-counter securities business. Its regulatory mandate includes authority over firms that distribute mutual fund shares as well as other securities.

Net Asset Value: The market value of one share of an investment company, such as a mutual fund. This figure is calculated by totaling a fund's assets which includes securities, cash, and any accrued earnings, subtracting this from the fund's liabilities, and dividing this total by the number of shares outstanding. This is calculated once a day based on the closing price for each security in the fund's portfolio.

No Load Mutual Fund: A mutual fund which does not levy a sales charge on the purchase of its shares.

Nominal Yield: The stated rate of interest that a bond pays its current owner, based on par value of the security. It is also known as the "coupon, coupon rate, or interest rate".

Offer: The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See Asked and Bid.

Open Market Operations: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

Par: Face value or principal value of a bond, typically \$1,000 per bond.

Portfolio: Collection of securities held by an investor.

Positive Yield Curve: A chart formation that illustrates short-term securities having lower yields than long-term securities.

Premium: The amount by which the price paid for a security exceeds the security's par value.

GLOSSARY OF COMMON TREASURY TERMINOLOGY

Page 5

Prime Rate: A preferred interest rate charged by commercial banks to their most creditworthy customers. Many interest rates are keyed to this rate.

Primary Dealer: A primary dealer is made up of a group of government securities dealers that submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities broker-dealers, banks and a few unregulated firms.

Principal: The face value or par value of a debt instrument. Also may refer to the amount of capital invested in a given security.

Prospectus: A legal document that must be provided to any prospective purchaser of a new securities offering registered with the SEC. This can include information on the issuer, the issuer's business, the proposed use of proceeds, the experience of the issuer's management, and certain certified financial statement.

Prudent Person Rule: An investment standard. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Qualified Public Depositories: A financial institution that does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, and that has segregated for the benefit of the Public Deposit Protection Commission eligible collateral having a value of not less than its maximum liability and which has been approved by the commission to hold public deposits.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Repurchase Agreement (RP or REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers used RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money to increase bank reserves.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SEC Rule 15C3-1: See uniform Net Capital Rule.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission (SEC): Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Securities & Exchange Commission (SEC) Structured Notes: Notes issued by Government Sponsored Enterprises (FHLB, FNMA, SLMA, etc.) and Corporations which have imbedded options (e.g., call features, step-up coupons, floating rate coupons, derivative-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

Serial Bond: A bond issue, usually of a municipality, with various maturity dates scheduled at regular intervals until the entire issue is retired.

GLOSSARY OF COMMON TREASURY TERMINOLOGY

Page 6

Sinking Fund: Money accumulated on a regular basis in a separate custodial account that is used to redeem debt securities or preferred stock issues.

Swap: Trading one asset for another.

Term Bond: Bonds comprising a large part of all or a particular issue which come due in a single maturity. The issuer usually agrees to make periodic payments into a sinking fund for mandatory redemption of term bonds before maturity.

Total Return: The sum of all investment income plus changes in the capital value of the portfolio. For mutual funds, return on an investment is composed of share price appreciation plus any realized dividends or capital gains. This is calculated by taking the following components during a certain time period. (Price Appreciation) + (Dividends paid) + (Capital gains) = Total Return.

Treasury Bills (T Bills): A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

Treasury Bond: Long-term U.S. Treasury securities having initial maturities of more than ten years.

Treasury Notes: Intermediate-term, coupon-bearing U.S. Treasury securities having initial maturities from one to ten years.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities. This is one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Volatility: A degree of fluctuation in the price and valuation of securities.

Yield: The rate of annual income return on an investment, expressed as a percentage. (a) Income Yield is obtained by dividing the current dollar income by the current market price of the security. (b) Net Yield or Yield to Maturity is the current income yield minus any premium above par.

Yield-to-maturity: The rate of return yielded by a debt security held to maturity when both interest payments and the investor's potential capital gain or loss are included in the calculation of return.

Review and Recommend Action on Annual Investment Report

Approval of the Annual Investment Report for FY 2013-2014 will be requested at the October 28, 2014 Board Meeting.

The Annual Investment Report for FY 2013–2014 follows in the packet for your information and review. Also included is the Annual Investment Report prepared for the State Auditor's Office.

As required, all College funds are deposited at the College's Depository, BBVA Compass Bank, in public funds interest checking accounts or certificates of deposit. The attached report reflects the total interest earned during the fiscal year and the unaudited reconciled balance of each account at August 31, 2014.

At August 31, 2014, the College had a total amount of \$240,790,545.44 in bank deposits, in seven (7) public funds interest checking accounts totaling \$76,182,904.75, and seven (7) certificates of deposit totaling \$164,607,640.69. In addition, the College held an endowment investment in the form of a coin collection valued at \$5,589.70 and maintained change funds available for cashiering purposes in the amount of \$8,950.00. As of August 31, 2014, the investments and cash on hand totaled \$240,805,085.14.

Total interest revenue earned on public funds interest checking accounts and certificates of deposit during FY 2013-2014 totaled \$214,914.66.

All the College's funds were properly collateralized during the fiscal year.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the October 28, 2014 Board meeting, the Annual Investment Report for FY 2013-2014, as presented.

South Texas College

Annual Investment Report - Fiscal Year 2013 - 2014 - Unaudited
Interest Checking (Chkg) Accounts and Certificates of Deposit (CD) Accounts
As of August 31, 2014

Operating (Unrestricted Fund, Auxiliary Fund,
Restricted Fund, Agency Fund, Endowment Fund,
Payroll, Federal Draw Down and Student)

No.	Certificate of Deposit (CD) or Interest Checking (Chkg)	Bank Acct. No.	Interest Revenue	Reconciled Bank Balance
1	Chkg - Operating	51015560	\$ 17,413.47	\$ 47,878,051.20
2	CD - Operating	6721404763	79,919.01	69,180,513.98
3	CD - Operating #1	6721402728	24,971.31	30,494,329.34
4	CD - Operating #2	6720461747	43,582.26	0.00
5	CD - Endowment - Alfredo De Los Santos	6721406103	17.40	15,107.49
6	CD - Endowment - Futuro Brillante	6721402310	231.36	200,199.25
7	CD - Endowment - Glen & Rita Roney	6721403899	134.93	116,757.88
8	Chkg - Payroll	51025558	319.26	30,919.89
9	Chkg - Federal Draw Down	51015544	159.75	0.00
10	Chkg - Student	41376536	752.44	822,883.56
	Total		\$ 167,501.19	\$ 148,738,762.59

Unexpended Plant Fund - Non Bond
Transfers from Unrestricted

No.	Certificate of Deposit (CD) or Interest Checking (Chkg)	Bank Acct. No.	Interest Revenue	Reconciled Bank Balance
11	CD - Construction - E&G Transfer	6721403309	\$ 11,075.01	\$ 9,586,898.15
12	CD - Construction - E&G Transfer #1	6720462328	3,624.77	-
13	Chkg - Construction - E&G Transfer	51067625	2,446.25	7,208,141.37
	Total		\$ 17,146.03	\$ 16,795,039.52

Unexpended Plant Fund - Bond
Bonds Series 2014

No.	Certificate of Deposit (CD) or Interest Checking (Chkg)	Bank Acct. No.	Interest Revenue	Reconciled Bank Balance
14	CD - Construction - LT Bonds Series 2014	6721394822	\$ 16,094.55	\$ 55,013,834.60
15	Chkg - Construction - LT Bonds Series 2014	6720987978	1,735.23	4,916,523.44
	Total		\$ 17,829.78	\$ 59,930,358.04

Retirement of Indebtedness - Plant Fund
Bond 1996, 2002, 2003, 2004, 2007, 2010 & 2013 - Interest & Sinking (I&S)
Bond 1999 & 2007 - Interest & Sinking (I&S)

No.	Certificate of Deposit (CD) or Interest Checking (Chkg)	Bank Acct. No.	Interest Revenue	Reconciled Bank Balance
16	Chkg I&S - Bond 1999 & 2007	51060671	\$ 12.84	\$ 465.10
17	Chkg I&S - Bond 1996, 2002, 2003, 2004, 2007, 2010 & 2013	51029782	9,397.41	15,325,920.19
18	CD - Interest and Sinking	6716251517	3,027.41	0.00
	Total		\$ 12,437.66	\$ 15,326,385.29

Grand Total
Total Reconciled Bank & General Ledger Balances

\$ 214,914.66	\$ 240,790,545.44
	\$ 240,790,545.44

19 Miscellaneous Coins \$ 5,589.70
20 Cash on hand 8,950.00

Total Investments and Cash on hand

\$ 240,805,085.14

South Texas College
Annual Investment Report (Including Deposits)

August 31, 2014
Market Value

Investment or Deposit Type

Publicly Traded Equity and Similar Investments	
Common Stock (U.S. and foreign stocks held in separately managed accounts or internally managed by institution investment staff; exclude mutual or commingled funds)	
Equity/Stock Mutual Funds	
Balanced Mutual Funds (where target allocation is > 50% equities)	
"Commonfund" Equity Commingled Funds	
Other Equity Commingled Funds (if primarily invested in publicly traded equities)	
Preferred Stock	
Other - list by type	
Total Publicly Traded Equity and Similar Investments	0.00

"Other" Investments - Other than Publicly Traded Equity and Debt Investments	
Real Estate (include direct ownership & investments in real estate limited partnerships, private REITs, or similar vehicles; include a portfolio of publicly traded REITs if managed as a separate asset allocation category rather than comprising part of a broadly diversified stock portfolio)	
Other Real Asset Investments (e.g. investments in infrastructure funds)	
Private Equity	
Hedge Funds	
"Commonfund" Alternative Asset Commingled Funds (Real Estate, Private Equity, Hedge Funds, Commodities, etc.)	
Annuities	
Commodities	
Collectibles	
Other - Miscellaneous Coins	
Total "Other" Investments - Other than Publicly Traded Equity & Debt Investments	5,589.70

Publicly Traded Debt & Similar Investments >1 year maturity	
U.S. Government Securities ("Treasuries")	
U.S. Government Agency Securities ("Agencies")	
Mortgage Pass-Throughs - "Agency"	
Mortgage Pass-Throughs - "Private Label"	
Asset-Backed Securities (ABS) (other than mortgage-backed securities)	
Sovereign Debt (non-U.S.)	
Municipal Obligations	
Collateralized Mortgage Obligations (CMOs) - list below by category	
Interest Only Strips (IOs)	
Principal Only Strips (POs)	
Inverse Floaters	
Stated Final Maturity longer than 10 years	
Other CMOs - "Agency"	
Other CMOs - "Private Label"	
Corporate Obligations (U.S. or foreign companies) - list below by rating	
Highly Rated (AAA/AA or equivalent)	
Other Investment Grade (A/BBB or equivalent)	
High Yield Bonds (<BBB or equivalent)	
Not Rated (NR)	
Fixed Income/Bond Mutual Funds (longer term; registered with the SEC)	
Balanced Mutual Funds (where target allocation is > 50% bonds or other debt securities)	
"Commonfund" Fixed Income/Bond Commingled Funds	

**South Texas College
Annual Investment Report (Including Deposits)**

August 31, 2014
Market Value

Investment or Deposit Type

Other Fixed Income/Bond Commingled Funds (primarily invested in publicly traded debt securities; not registered with the SEC)

GICs (Guaranteed Investment Contracts)

Other - list by type

Total Publicly Traded Debt & Similar Investments >1 year	0.00
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Short-Term Investments & Deposits
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U.S. Government Securities ("Treasuries")

U.S. Government Agency Securities ("Agencies")

Bankers' Acceptances

Commercial Paper - A1/P1 (or equivalent)

Other Commercial Paper - lower rated

Repurchase Agreements (Repos)

Money Market Mutual Funds (registered with the SEC)

Short-Term Mutual Funds Other than Money Market Mutual Funds (registered with the SEC)

Public Funds Investment Pool Created to Function as a Money Market Mutual Fund (not registered w/ SEC but "2a7-like")

TexPool (and TexPool Prime)

Other Public Funds Investment Pools Functioning as Money Market Mutual Funds

Other Investment Pools - Short-Term (not created to function as a money market mutual fund)

Certificates of Deposit (CD) - Nonnegotiable	164,607,640.69
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Certificates of Deposit (CD) - Negotiable

Bank Deposits	76,182,904.75
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Cash Held at State Treasury

Securities Lending Collateral Reinvestments (direct investments or share of pooled collateral)

Other - Cash on hand	8,950.00
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Total Short-Term Investments & Deposits	240,799,495.44
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TOTAL INVESTMENTS and DEPOSITS	240,805,085.14
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Annual Investment Report - Prepared for State Auditor's Office

Review and Discussion of Vacancy Report for FY 2014-2015

The Staffing Plan Vacancy Report for FY 2014-2015 follows in the packet for the Committee's information and review. Information is current as of October 8, 2014.

Dr. Shirley A. Reed and Mrs. Mary Elizondo will discuss the report with the Committee.

The Vacancy Report for FY 2014-2015 is based on the following:

- **Vacant Full Time Regular Positions - NEW - Board Approved Positions for FY 2014-2015:**
 - ⇒ A list of twenty-eight (28) new positions for FY2014-2015 represents the new board-approved staffing plan positions for FY2014-2015. These positions will be advertised until filled. Approximately 64% are currently advertised and the remaining personnel requisitions are currently in progress for final approval.

- **Vacant Full Time Regular Positions – Continuing – CONTINUED from FY 2013-2014:**
 - ⇒ A list of vacant positions due to employee resignations, terminations, and retirement is included and designated as Continuing. These positions are advertised until filled. Approximately 94% of these positions are currently advertised and the remaining personnel requisitions are currently in progress for final approval. Four of these positions are on hold due to funding allotted for temporary positions.

- **Full Time Regular Positions – Partially Funded in FY 2014-2015:**
 - ⇒ A list of thirty vacant positions is provided which are partially funded (less than 100%) in the FY 2014-2015 staffing plan in order to balance the total projected expenditures and total projected revenues. As a result, these positions are scheduled to be filled on or after December 15, 2014. These positions are included on the staffing plan with a salary amount of \$2.00 and the total actual salary budget is designated under a “70% Salary Pool” in each account.

The Vacancy Report for Fiscal Year 2014-2015 is presented for information and review by the Committee. No action is required from the Committee.

28 NEW Vacant Full-Time Regular Positions Approved for FY2014-2015

AS OF OCTOBER 08, 2014

New

Division	Position	Type	Category	Title	POSITION STATUS	Proposed Hire Date	Budget
Academic Advancement							\$ 191,500.00
Academic Advancement	702284	New	Prof/Tech Support Exempt	Project Manager	Advertised	11-01-14	
HS Programs and Services	703284	New	Prof/Tech Support Exempt	Coord for CTE - Early College High Schools	Pending Requisition	11-01-14	
HS Programs and Services	705286	New	Prof/Tech Support Non-Exempt	Early College High School Specialist	Advertised	11-01-14	
HS Programs and Services	707286	New	Prof/Tech Support Non-Exempt	Early College High School Specialist	Advertised	11-01-14	
Professional & Organizational Dev	705352	New	Prof/Tech Support Exempt	Coord for Professional & Organizational Dev	Advertised	11-21-14	
Finance and Administrative Services							\$ 744,255.00
Business Office	745184	New	Administrative Exempt	Associate Comptroller	Pending Requisition	12-01-14	
Business Office	746184	New	Prof/Tech Support Non-Exempt	Accountant	Advertised	11-01-14	
Dir Fac Planning & Construction	701513	New	Classified Non-Exempt	Facilities Planning & Constr Accounts Asst	Pending Requisition	11-01-14	
Dir Fac Planning & Construction	703501	New	Prof/Tech Support Exempt	Facilities Planning & Constr Project Mgr	Pending Requisition	11-01-14	
Human Resources	703241	New	Prof/Tech Support Exempt	Coordinator for Human Resources	Advertised	11-01-14	
Human Resources	702241	New	Prof/Tech Support Non-Exempt	Benefits Specialist	Advertised	11-01-14	
Human Resources	700240	New	Prof/Tech Support Non-Exempt	HR Staffing Specialist	Advertised	11-01-14	
STC Police	723514	New	Prof/Tech Support Non-Exempt	Police Dispatcher	Requisition in process	01-01-14	
STC Police	726514	New	Prof/Tech Support Non-Exempt	Police Officer	Advertised	12-01-14	
STC Police	727514	New	Prof/Tech Support Non-Exempt	Police Officer	Advertised	12-01-14	
STC Police	728514	New	Prof/Tech Support Non-Exempt	Police Officer	Advertised	12-01-14	
STC Police	729514	New	Prof/Tech Support Non-Exempt	Police Officer	Advertised	12-01-14	
STC Police	730514	New	Prof/Tech Support Non-Exempt	Police Officer	Advertised	12-01-14	
STC Police	731514	New	Prof/Tech Support Non-Exempt	Police Officer	Advertised	12-01-14	
STC Police	724514	New	Prof/Tech Support Non-Exempt	Police Sergeant	Advertised	01-01-15	
STC Police	725514	New	Prof/Tech Support Non-Exempt	Police Sergeant	Advertised	01-01-15	
Information Services, Planning and Strategic Initiatives							\$ 255,000.00
Infrastructure	716393	New	Prof/Tech Support Exempt	Applications Analyst III	Requisition in process	12-15-14	
Infrastructure	717393	New	Prof/Tech Support Exempt	Applications Analyst III	Requisition in process	12-15-14	
Research and Analytical Services	703320	New	Administrative Exempt	Assoc Dean of Inst'l Research and Effectiveness	Requisition in process	01-12-15	
Research and Analytical Services	705170	New	Prof/Tech Support Exempt	Institutional Research Analyst	Pending Requisition	02-02-15	
Office of the President							\$ 120,000.00
Office of President	701340	New	Executive Exempt	Executive Vice President for Student Success	Pending Requisition	06-15-15	
Student Affairs and Enrollment Management							\$ 35,000.00
Student Affairs & Enrollment Mgt	718612	New/Adj	Classified Non-Exempt	Senior Administrative Assistant	Requisition in process	10-30-14	
				Grand Total			\$ 1,345,755.00

Partially Funded

**South Texas College
Full Time Regular Vacant Positions - Partial-Funded Percentage in Salary Pool (Not at 100%)
AS OF OCTOBER 08, 2014**

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Proposed Hire Date	Budget
Academic Affairs	703279	FUND%-CONT	Executive Exempt	VP for Academic Affairs	8/31/13	Funding Encumbered	03-15-15	\$ 2.00
Academic Affairs_VP Admin								\$ 2.00
Div Liberal Arts & Social Sciences	702050	FUND%-CONT	Administrative Exempt	Dean for Liberal Arts	Funding Encumbered	On hold	03-01-15	\$ 48.00
Finance and Administrative Services	702160	FUND%-CONT	Administrative Exempt	Director of Accountability Svcs	3/28/14	Advertised	01-05-15	\$ 2.00
Accountability & Management Svcs	705160	FUND%-CONT	Classified Non-Exempt	Accountability Assistant	9/13/09	Pending Requisition	01-15-15	\$ 2.00
Accountability & Management Svcs	701160	FUND%-CONT	Prof/Tech Support Exempt	Project Manager - Accountability	4/30/12	Pending Requisition	01-15-15	\$ 2.00
Business Office	795184	FUND%-CONT	Classified Non-Exempt	Accounting Assistant	1/20/14	Advertised	01-05-15	\$ 2.00
Business Office	701184	FUND%-CONT	Prof/Tech Support Non-Exempt	Accountant	10/14/13	Advertised	01-05-15	\$ 2.00
Business Office	702184	FUND%-CONT	Prof/Tech Support Non-Exempt	Accounting Specialist	4/30/14	Advertised	01-05-15	\$ 2.00
Cashiers Office	712184	FUND%-CONT	Classified Non-Exempt	Cashier II	9/1/14	Advertised	01-05-15	\$ 2.00
Cashiers Office	731184	FUND%-CONT	Classified Non-Exempt	Cashier II	9/1/14	Advertised	01-05-15	\$ 2.00
Cashiers Office	739184	FUND%-CONT	Prof/Tech Support Exempt	Systems Analyst I - FAS	11/1/13	Pending Requisition	01-05-15	\$ 2.00
Custodial	730502	FUND%-CONT	Classified Non-Exempt	Custodian	5/12/14	Advertised	12-15-14	\$ 2.00
Custodial	732502	FUND%-CONT	Classified Non-Exempt	Custodian	3/31/14	Advertised	12-15-14	\$ 2.00
Custodial	700117	FUND%-CONT	Classified Non-Exempt	Lead Custodian III	1/31/14	Advertised	01-05-15	\$ 2.00
Distribution Center	702583	FUND%-CONT	Classified Non-Exempt	General Services Technician	8/31/14	Advertised	10-27-14	\$ 2.00
Facility Maintenance	700004	FUND%-CONT	Prof/Tech Support Non-Exempt	Maintenance Manager	8/21/13	Advertised	12-15-14	\$ 2.00
Finance & Administrative Services	704360	FUND%-CONT	Prof/Tech Support Exempt	Project Manager - FAS	1/31/14	Advertised	12-15-14	\$ 2.00
Finance & Administrative Services	703360	FUND%-CONT	Prof/Tech Support Exempt	FAS Support Specialist	1/14/14	Advertised	12-15-14	\$ 2.00
General Services	700310	FUND%-CONT	Prof/Tech Support Exempt	Operations Contract Manager	4/30/14	Advertised	01-05-15	\$ 2.00
Human Resources	704240	FUND%-CONT	Administrative Exempt	Assistant Director of Human Resources	9/1/14	Funding Encumbered	01-15-15	\$ 2.00
Human Resources	706240	FUND%-CONT	Classified Non-Exempt	Administrative Assistant	8/16/13	Advertised	11-15-14	\$ 2.00
Human Resources	720240	FUND%-CONT	Prof/Tech Support Exempt	Benefits and Payroll Manager	6/30/14	Advertised	12-15-14	\$ 2.00
STC Police	705514	FUND%-CONT	Prof/Tech Support Exempt	Police Compliance Coord	11/17/13	Requisition in Process	12-15-14	\$ 2.00
Purchasing	705580	FUND%-CONT	Classified Non-Exempt	Administrative Assistant	1/5/14	Advertised	12-15-14	\$ 2.00
Purchasing	701580	FUND%-CONT	Classified Non-Exempt	Purchasing Technician	7/16/14	Recommendation in Process	10-27-14	\$ 2.00
STC Police	712514	FUND%-CONT	Prof/Tech Support Exempt	Police Lieutenant	5/30/14	Advertised	11-15-14	\$ 2.00
Information Services, Planning and Strategic Initiatives								\$ 28.00
Infrastructure	702393	FUND%-CONT	Prof/Tech Support Exempt	Applications Analyst II	8/31/13	Advertised	12-15-14	\$ 2.00
Infrastructure	704395	FUND%-CONT	Prof/Tech Support Exempt	Information Tech Risk and Sec Mgr	5/31/14	Requisition in Process	12-15-14	\$ 2.00
Infrastructure	707392	FUND%-CONT	Prof/Tech Support Non-Exempt	Reporting Analyst II	3/31/14	Advertised	12-15-14	\$ 2.00
Infrastructure	705393	FUND%-CONT	Prof/Tech Support Non-Exempt	Web Application Specialist	7/31/11	Requisition in Process	12-15-14	\$ 2.00
Infrastructure	710395	FUND%-CONT	Prof/Tech Support Non-Exempt	Web Application Specialist	8/31/13	Requisition in Process	12-15-14	\$ 2.00
Infrastructure	715393	FUND%-CONT	Prof/Tech Support Non-Exempt	Web Application Specialist	10/31/13	Requisition in Process	12-15-14	\$ 2.00
Inst'l Effectiveness and Assessment	701171	FUND%-CONT	Prof/Tech Support Exempt	Project Manager - IEA	3/16/14	Pending Requisition	01-15-15	\$ 2.00
Instructional Resource Open Lab	713397	FUND%-CONT	Prof/Tech Support Non-Exempt	Lab Supervisor	3/31/14	Requisition in Process	01-15-15	\$ 2.00
Instructional Technologies	713102	FUND%-CONT	Classified Non-Exempt	Instructional Technologies Managed Services Specialist	6/12/14	Pending Requisition	01-15-15	\$ 2.00
Library Public Services	700031	FUND%-CONT	Classified Non-Exempt	Library Tech	5/23/14	Pending Requisition	01-15-15	\$ 2.00
Library Public Services	731101	FUND%-CONT	Prof/Tech Support Exempt	Librarian III	7/31/14	Pending Requisition	01-15-15	\$ 2.00

South Texas College
Full Time Regular Vacant Positions - Partial-Funded Percentage in Salary Pool (Not at 100%)
 AS OF OCTOBER 08, 2014

Partially Funded

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Proposed Hire Date	Budget
Office of Strategic Initiatives	702320	FUND%-CONT	Prof/Tech Support Exempt	Project Manager - OSI	9/1/14	Recommendation in Process	10-27-14	\$ 2.00
Technology Support	706394	FUND%-CONT	Prof/Tech Support Non-Exempt	Computer Services Spec	6/30/13	Requisition in Process	12-15-14	\$ 2.00
Technology Support	712392	FUND%-CONT	Prof/Tech Support Non-Exempt	Computer Services Spec	6/1/14	Requisition in Process	12-15-14	\$ 2.00
Office of the President								\$ 2.00
Office of President	701369	FUND%-CONT	Administrative Exempt	Director of Fundraising	On hold	On hold	02-25-15	\$ 2.00
Student Affairs and Enrollment Management								\$ 12.00
Advising	732332	FUND%-NEW	Prof/Tech Support Non-Exempt	Advisor	9/1/14	Pending Requisition	02-15-15	\$ 2.00
Advising	730332	FUND%-CONT	Prof/Tech Support Non-Exempt	Special Programs Spec	Funding Encumbered	Funding Encumbered	03-01-15	\$ 2.00
Student Affairs & Enrollment Mgt	703190	FUND%-CONT	Administrative Exempt	Director of College of Connections & Adm-Dual Enr	10/24/10	Recommendation in Process	10-30-14	\$ 2.00
Student Financial Services	721440	FUND%-CONT	Administrative Exempt	Director of Testing Services	9/1/14	Advertised	01-15-15	\$ 2.00
Student Financial Services	722440	FUND%-CONT	Prof/Tech Support Non-Exempt	Financial Aid Outreach Spec	9/1/14	Funding Encumbered	04-01-15	\$ 2.00
Student Outreach Center	723610	FUND%-NEW	Prof/Tech Support Exempt	Coord of Dual Enrollment	9/1/14	Requisition in Process	01-15-15	\$ 2.00
Grand Total								\$ 94.00

South Texas College
Vacant-Continuing Full-Time Regular Positions from FY2013-2014
AS OF OCTOBER 08, 2014

Continued

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Proposed Hire Date	Budget
Academic Advancement								\$ 127,795.00
Academic Advancement	701284	Cont	Classified Non-Exempt	Administrative Assistant	10/1/14	Advertised	11-01-14	
Centers for Learning Excellence	703591	Cont	Administrative Exempt	Director of Ctrs for Lrng Excellence	Funding Encumbered	On hold	01-01-15	
Centers for Learning Excellence	704426	Cont	Classified Non-Exempt	Learning Excellence Lab Tech	3/11/11	Advertised	12-08-14	
Centers for Learning Excellence	702423	Cont	Classified Non-Exempt	Learning Excellence Lab Tech	10/5/14	Pending Requisition	01-12-15	
Centers for Learning Excellence	706423	Cont	Prof/Tech Support Exempt	Coord of Supplemental Instr	9/30/13	Recommendation in progress	10-20-14	
Centers for Learning Excellence	704423	Cont	Prof/Tech Support Exempt	Coord of Learning Support	7/25/14	Advertised	11-10-14	
Academic Affairs								\$ 149,018.00
Distance Education-Instructional	705276	Cont	Prof/Tech Support Exempt	Instructional Designer	9/1/14	Advertised	10-27-14	
Mid Valley Campus	700176	Cont	Classified Non-Exempt	Secretary	6/1/14	Recommendation in progress	10-08-14	
Starr County Campus	700274	Cont	Administrative Exempt	Campus Administrator-Starr	1/31/13	Advertised	11-01-14	
Starr County Campus	702267	Cont	Classified Non-Exempt	Faculty Secretary	7/31/08	Pending Requisition	11-01-14	
Administrative								\$ 21,398.00
Public Relations/Marketing	710462	Cont	Classified Non-Exempt	Secretary	12/13/11	Advertised	11-03-14	
Community Engagement and Workforce Development								\$ 372,873.00
Alternative Teacher Certification	701873	Cont	Classified Non-Exempt	Customer Service Technician	Funding Encumbered	Funding Encumbered	01-12-15	
Alternative Teacher Certification	701880	Cont	Prof/Tech Support Exempt	Program Manager	11/30/07	Pending Requisition	12-01-14	
CPWE -State	705587	Cont	Classified Non-Exempt	Compliance Assistant	Funding Encumbered	Funding Encumbered	01-12-15	
CPWE -State	708587	Cont	Classified Non-Exempt	Customer Service Technician	11/9/12	Funding Encumbered	11-03-14	
CPWE -State	707587	Cont	Classified Non-Exempt	Customer Service Technician	Funding Encumbered	Funding Encumbered (full time temp)	09-01-15	
CPWE -State	714590	Cont	Classified Non-Exempt	Customer Service Technician	6/30/12	Funding Encumbered (full time temp)	09-01-15	
CPWE -State	716590	Cont	Prof/Tech Support Exempt	Continuing Education Coord	11/30/10	Funding Encumbered (full time temp)	09-01-15	
CPWE -State	718590	Cont	Prof/Tech Support Exempt	Program Developer and Coordinator	Funding Encumbered	Pending Requisition	01-12-15	
CPWE -State	720565	Cont	Prof/Tech Support Exempt	Program Developer and Manager	3/3/09	Pending Requisition	01-12-15	
Grant Development & Compliance	704160	Cont	Prof/Tech Support Exempt	Grants and Contracts Compliance Manager	8/4/14	Requisition in process	01-12-15	
Grant Development & Compliance	701321	Cont	Administrative Exempt	Director of Grant Dev and Mgmt	8/31/14	Advertised	11-15-14	
Division of Business and Technology								\$ 67,864.00
Culinary Arts	701264	Cont	Classified Non-Exempt	Lab Assistant - Culinary Arts	Funding Encumbered	Pending Requisition	11-15-14	
Welding	701311	Cont	Classified Non-Exempt	Lab Assistant - Welding	10/3/14	Pending Requisition	11-07-14	
Electrician Assistant	701310	Cont	Classified Non-Exempt	Lab Assistant	1/31/13	Recommendation in progress	10-24-14	
Div Liberal Arts & Social Sciences								\$ 56,803.00
Div Liberal Arts & Social Sciences	702426	Cont	Classified Non-Exempt	Developmental Lab Technician	Funding Encumbered	On hold	09-01-15	
Div Liberal Arts & Social Sciences	700173	Cont/Adj	Classified Non-Exempt	Senior Administrative Assistant	1/21/14	Advertised	12-01-14	
Division of Math, Science and Bachelor Programs								\$ 118,603.00
Biology	705204	Cont	Classified Non-Exempt	Lab Specialist II - Biology	11/10/13	Requisition in process	11-01-14	
Div of Math, Science & BA Programs	701298	Cont	Classified Non-Exempt	Administrative Assistant	Funding Encumbered	Advertised	11-01-14	
Computer Science	702406	Cont	Classified Non-Exempt	Lab Assistant - Computer Science	9/11/14	Requisition in process	11-10-14	
Div of Math, Science & BA Programs	706203	Cont/Adj	Classified Non-Exempt	Senior Administrative Assistant	7/31/13	Advertised	11-01-14	
Div of Math, Science & BA Programs	703416	Cont/Adj	Prof/Tech Support Non-Exempt	Student Success Specialist	Funding Encumbered	Advertised	11-01-14	
Division of Nursing and Allied Health								\$ 91,425.00
Associate Degree Nursing	704557	Cont	Prof/Tech Support Non-Exempt	Certified Lab Asst	6/30/11	Advertised	11-01-14	
Emergency Medical Technology	700012	Cont	Classified Non-Exempt	Faculty Secretary	2/1/14	Recommendation in progress	10-15-14	
Emergency Medical Technology	701555	Cont	Prof/Tech Support Non-Exempt	Licensed Lab Assistant	5/15/14	Advertised	11-01-14	

South Texas College
Vacant-Continuing Full-Time Regular Positions from FY2013-2014
 AS OF OCTOBER 08, 2014

Continued

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Proposed Hire Date	Budget
Finance and Administrative Services								\$ 393,342.00
Business Office	736184	Cont/Adj	Prof/Tech Support Non-Exempt	Accountant	6/30/14	Advertised	11-15-14	
Business Office	728184	Cont/Adj	Prof/Tech Support Non-Exempt	Accounting Group Supervisor	6/30/14	Advertised	11-15-14	
Business Office	706184	Cont	Classified Non-Exempt	Payroll Assistant - Business Office	9/22/14	Advertised	11-15-14	
Custodial	706502	Cont	Classified Non-Exempt	Custodian	9/1/14	Requisition in process	12-01-14	
Custodial	741502	Cont	Classified Non-Exempt	Custodian	9/1/14	Requisition in process	12-01-14	
Custodial	711502	Cont	Prof/Tech Support Exempt	Custodial Manager	9/1/14	Pending Requisition	01-12-15	
Distribution Center	701584	Cont	Classified Non-Exempt	Fixed Assets & Receiving Technician	9/9/14	Advertised	11-01-14	
Human Resources	705240	Cont	Classified Non-Exempt	Records Technician	7/31/14	Advertised	11-01-14	
Human Resources	700057	Cont	Prof/Tech Support Non-Exempt	HR Specialist	9/1/14	Advertised	11-01-14	
Office of Safety and Security	708499	Cont	Classified Non-Exempt	Administrative Assistant	7/9/14	Recommendation in progress	11-01-14	
Office of Safety and Security	718514	Cont	Classified Non-Exempt	Security Guard	11/12/13	Pending Requisition	01-12-15	
STC Police	705514	Cont/Adj	Prof/Tech Support Exempt	Police Compliance Coord	9/1/14	Requisition in process	12-01-14	
STC Police	712514	Cont/Adj	Prof/Tech Support Exempt	Police Lieutenant	9/1/14	Requisition in process	12-01-14	
STC Police	721514	Cont	Prof/Tech Support Non-Exempt	Police Dispatcher	9/1/14	Pending Requisition	11-01-14	\$ 476,999.00
Information Services, Planning and Strategic Initiatives								
Information Services and Planning	701625	Cont	Executive Exempt	VP for Info Svcs, Planning & Strategic Initiatives	8/31/14	Pending Requisition	12-01-14	
Client Services	704392	Cont	Prof/Tech Support Non-Exempt	Client Services Specialist	7/31/14	Requisition in process	12-15-14	
Information Security	706395	Cont	Administrative Exempt	Chief Info Security Officer	8/31/14	Advertised	12-15-14	
Infrastructure	711393	Cont	Prof/Tech Support Exempt	Applications Analyst III	9/30/14	Requisition in process	12-15-14	
Inst'l Effectiveness and Assessment	703160	Cont	Prof/Tech Support Exempt	Institutional Effectiveness Analyst	7/3/14	Advertised	11-01-14	
Technology Support	710392	Cont	Prof/Tech Support Exempt	Tech & Client Svcs Manager	5/31/14	Requisition in process	11-01-14	
Information Services and Planning	729101	Cont	Prof/Tech Support Exempt	Project Manager - IS&P	8/6/14	Advertised	11-17-14	
Instructional Resource Open Lab	713397	Cont/Adj	Prof/Tech Support Non-Exempt	Lab Supervisor	3/31/14	Requisition in process	11-01-14	
Instructional Resource Open Lab	702271	Cont	Prof/Tech Support Non-Exempt	Lab Excellence Tech	10/5/14	Pending Requisition	01-12-15	
Technology Support	706394	Cont	Prof/Tech Support Non-Exempt	Computer Services Spec	6/30/13	Advertised	12-15-14	
Technology Support	712392	Cont	Prof/Tech Support Non-Exempt	Computer Services Spec	6/1/14	Advertised	12-15-14	
Telecom	702392	Cont	Prof/Tech Support Non-Exempt	Network Specialist	6/1/14	Advertised	12-15-14	
Office of the President								
Office of President	704362	Cont	Classified Non-Exempt	Administrative Assistant	Funding Encumbered	On hold	11-01-14	\$ 123,506.00
Office of President	702022	Cont	Classified Non-Exempt	Administrative Assistant	9/9/08	Pending Requisition	11-01-14	
Office of President	703362	Cont	Prof/Tech Support Non-Exempt	Administrative Spec for Board Relations	11/11/11	In progress	11-01-14	
Student Affairs and Enrollment Management								
Admissions & Records	703612	Cont	Administrative Exempt	Director of Degree & Certificate Completion	10/13/13	Recommendation in progress	11-01-14	
Admissions & Records	700072	Cont	Classified Non-Exempt	Admissions Technician	5/31/14	Advertised	11-01-14	
Admissions & Records	720612	Cont	Prof/Tech Support Non-Exempt	Admissions Specialist	7/13/14	Advertised	11-01-14	
Advising	700081	Cont	Prof/Tech Support Non-Exempt	Advisor	4/6/14	Recommendation in progress	11-01-14	
Advising	714332	Cont	Prof/Tech Support Non-Exempt	Advisor	8/1/14	Recommendation in progress	11-01-14	
Student Affairs & Enrollment Mgt	708190	Cont	Prof/Tech Support Non-Exempt	College Connection Specialist / Recruiter	9/18/14	Advertised	11-01-14	
Student Financial Services	714440	Cont	Prof/Tech Support Non-Exempt	Financial Aid Specialist	7/25/14	Advertised	11-01-14	
Student Information Center	700032	Cont	Prof/Tech Support Non-Exempt	Student Services Spec II	7/31/14	Advertised	11-01-14	\$ 2,303,934.00