

Board of Trustees

Finance and Human Resources Committee Meeting

May 10, 2016

5:30 p.m.

**Ann Richards Administration Building,
Board Room-Pecan Campus-McAllen, TX**



**SOUTH TEXAS
COLLEGE**

South Texas College
Board of Trustees
Finance and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus
Tuesday, May 10, 2016
@ 5:30 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.”

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Approval of April 14, 2016 Finance and Human Resources Committee Minutes

The Minutes for the Finance and Human Resources Committee Meeting of April 14, 2016 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, April 14, 2016
@ 5:30 p.m.
McAllen, Texas**

Minutes

The Finance and Human Resources Committee Meeting was held on Thursday, April 14, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 6:00 p.m. with Dr. Alejo Salinas, Jr., Committee Chair, presiding.

Members present: Dr. Alejo Salinas, Jr. and Ms. Rose Benavidez

Other Trustees Present: Mrs. Graciela Farias and Mr. Gary Gurwitz

Members absent: Mr. Roy de León and Mr. Paul R. Rodriguez

Also present: Dr. Shirley A. Reed, Mrs. Mary Elizondo, Mrs. Becky Cavazos, Mr. George McCaleb, Mrs. Brenda Balderaz, Mr. Paul Varville, Ms. Katarina Bugariu, Mr. Cody Gregg, Mr. Jesus Campos, Ms. Alicia Gomez, Mr. Gustavo Martinez, and Mr. Andrew Fish

Approval of March 8, 2016 Finance and Human Resources Committee Minutes

Upon a motion by Ms. Rose Benavidez and a second by Dr. Alejo Salinas, Jr., the Minutes for the Finance and Human Resources Committee Meeting of March 8, 2016 were approved as written. The motion carried.

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

Approval of Hidalgo and Starr County Tax Resale Properties and the Resolution Authorizing the Tax Resale will be requested at the April 26, 2016 Board meeting.

The law offices of Linebarger Goggan Blair & Sampson, LLP requested consideration and possible action on the tax resale of eighty-nine (89) properties.

On March 1, 2016 Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Hidalgo County Clerk Records Management Facility for thirty-six (36) struck off properties

located within Hidalgo County. The tax resale auction was published in The Monitor and several other newspapers throughout Hidalgo County.

On January 12, 2016, Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Starr County Courthouse for fifty-three (53) struck off properties located within Starr County. The tax resale auction was published in the Starr County Town Crier.

One of the properties in Starr County, identified in that packet as TS-10-64, was rejected by the Starr County Commissioners' Court, and Mr. Gustavo Martinez with Linebarger Goggan Blair & Sampson, LLP, recommended the Finance and Human Resources Committee recommend Board rejection of that bid as well.

With this being the case, the Board would be asked to approve the tax resale auction of 36 properties in Hidalgo County and 52 properties in Starr County, for a total of 88 properties. The total amount the College will receive is \$15,286.26

Linebarger Goggan Blair & Sampson, LLP submitted for the Board of Trustees' consideration the analysis of the bids received.

The Resolution Authorizing the Tax Resale was included in the packet for the Committee's review. A listing of the bids, the legal description for each property, as well as the amount of the bid, the South Texas College amount, and the Analysis of Bids Received were included under separate cover for the Committee's information and review.

Mr. Gustavo Martinez from Linebarger Goggan Blair & Sampson, LLP attended the meeting.

Upon a motion by Ms. Rose Benavidez and a second by Dr. Alejo Salinas, Jr., the Finance and Human Resources Committee recommended Board approval of the Hidalgo and Starr County Tax Resale Bids and the Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented, excluding the property identified as TS-10-64, and contingent upon approval of the tax resale of these same properties by other taxing entities.

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

The Finance and Human Resources Committee was asked to recommend for Board approval of the proposal awards, purchases, and renewals as listed below:

A. Awards

B. Instructional Items

C. Non – Instructional Items

D. Technology Items

A. Awards

- 1) Food and Related Non-Food Related Products (Award):** award the proposal for food related non-food products for the period beginning April 27, 2016 through April 26, 2017 with two one-year options to renew, at an estimated amount of \$346,000.00 based on prior year history. The vendors are as follows:

- **Ben E. Keith** (La Feria, TX)

- **Devin Distributing & Packaging, Inc.** (Palmhurst, TX)
- **La Abuela Mexican Foods, Inc.** (Weslaco, TX)
- **Labatt Food Service** (Harlingen, TX)
- **Sysco Central Texas, Inc.** (New Braunfels, TX)

B. Instructional Items

- 2) Active Learning Classroom Whiteboards (Purchase):** purchase active learning classroom whiteboards from **Gateway Printing and Office Supply, Inc.** (Edinburg, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, at a total amount of \$13,324.36;
- 3) Instructional Oscillator (Purchase):** purchase an instructional oscillator from **CareFusion Respiratory Technologies** (Yorba Linda, CA), a sole source vendor, at a total cost of \$18,000.00;
- 4) Training Simulator (Purchase):** purchase a training simulator from **The Institute for Advanced Clinical Imaging** (Lexington, KY) (New), a sole source vendor, at a total amount of \$24,375.00;
- 5) Ultrasound Training Solution (Purchase):** purchase an ultrasound training solution from **SonoSim, Inc.** (Santa Monica, CA) (New), a sole source vendor, at a total cost of \$13,590.00;

C. Non – Instructional Items

- 6) Furniture (Purchase):** purchase furniture from the National Intergovernmental Purchasing Alliance (NIPA), TCPN, US Communities and the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$95,851.10.

#	Vendor	Amount
A	Allsteel, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$3,397.14
B	Cramer Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$19,503.84
C	Datum Filing Systems Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$7,892.01
D	Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$377.24
E	Exemplis Corporation/Workplace Resources, LLC. (McAllen, TX)	\$2,277.94
F	The Hon Company/Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$1,920.60
G	Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$40,674.23
H	National Office Furniture/Workplace Resource, LLC. (McAllen, TX)	\$5,640.09
I	OFS Brands/Workplace Resources, LLC. (McAllen, TX)	\$6,920.49
J	Versteel/Ditto Sales, Inc./Workplace Resources, LLC. (McAllen, TX)	\$7,247.96
	Total	\$95,851.10

- 7) **Pecan Campus Library Compact Shelving, Installation, and Services (Purchase):** purchase Pecan Campus library compact shelving, installation, and services from **Library Design Systems, Inc.** (Houston, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, at an estimated amount of \$337,269.63;
- 8) **Armored Car Services (Renewal):** renew the armored car services contract with **American Surveillance Co., Inc.** (Brownsville, TX) for the period beginning June 1, 2016 through May 31, 2017, at an amount not to exceed \$1,580.74 per month or \$18,968.88 per year. Special trips will be scheduled on an as needed basis at an approximate cost of \$7,595.82 per year. The total approximate cost for armored car services for the year is \$26,564.70;
- 9) **Travel Services (Renewal):** renew the travel services contract with **Shands-Brooks Travel** (McAllen, TX), for the period beginning May 20, 2016 through May 19, 2017, at a service fee of \$25.00 per airline ticket;
- 10) **Graduation Facility (License Agreement):** lease the graduation facility from the **City of Hidalgo – Texas Municipal Facilities Corporation** (State Farm Arena) (Hidalgo, TX), through an interlocal license agreement for December 16, 2016 beginning at 8:00 a.m. through December 18, 2016 at midnight, at an estimated cost of \$23,000.00;

D. Technology

- 11) **Computers, Laptop, and Tablets (Purchase):** purchase of computers, laptop, and tablets from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP.** (Dallas, TX), in the total amount of \$14,413.17;
- 12) **Server (Purchase):** purchase a server from **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$11,087.97;
- 13) **Password Reset Software Maintenance Agreement (Renewal):** renew the password reset software maintenance agreement with **Namescape Corporation** (Phoenix, AZ), a sole source vendor, for the period beginning May 31, 2016 through May 30, 2017, at a total cost of \$10,425.00;
- 14) **Sonic Wall Firewall Maintenance Agreement (Renewal):** renew the sonic wall firewall maintenance agreement with **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the two year period beginning March 24, 2016 through March 23, 2018, at a total amount of \$32,382.00 to obtain a savings of \$6,000.00.

SUMMARY TOTAL:

The total for all proposal awards, purchases, and renewals was \$966,282.93

Upon a motion by Ms. Rose Benavidez and a second by Dr. Alejo Salinas, Jr., the Finance and Human Resources Committee recommended Board approval of the proposal awards, purchases, and renewals as presented. The motion carried.

**Review and Action as Necessary to Renew the Hidalgo County Agreement
 for Tax Assessment Collection**

Approval to renew the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected from September 1, 2016 through August 31, 2017 will be requested at the April 26, 2016 Board meeting.

Purpose – The Hidalgo County Agreement for Tax Assessment and Collection must be approved by the College by June 1, 2016. Approval of the tax assessment and collection fee was needed in order for the Hidalgo County Tax Assessor to assess and collect taxes levied.

Justification – According to Texas Property Tax Code, Sec. 6.27 (c) Compensation for Assessment and Collection, the assessor or collector was entitled to a reasonable fee, not to exceed actual costs incurred, for which it assesses and collects taxes. The Inter-Local Cooperation Agreement required the County, after reviewing actual collection costs, to submit a proposed fee to the College, which may include a cost increase of no more than 5% per year, prior to May 1st. The College would then have until June 1st to accept the recommended fee.

Background – The Board of Trustees approved the Inter-Local Cooperation Agreement for Tax Assessment and Collection with Hidalgo County on March 11, 1996 with an option to renew for subsequent tax years. The contract was last renewed on April 28, 2015, and the annual fee approved was \$98,304.00. Mr. Pablo Villarreal, Jr., RTA for Hidalgo County, advised the College that the annual fee for tax year 2016 will remain at \$98,304.00. The monthly collection fee of approximately \$8,192.00 was reduced from taxes collected during the month and the remaining funds were wired to the South Texas College’s bank depository account.

Below is a summary of fee increases charged by Hidalgo County each fiscal year since FY 2010.

Eight Year History of Fees for Hidalgo County Tax Assessment and Collection		
Year	Fee	Increase over Previous Year
2016 - 2017	\$98,304.00	0%
2015 - 2016	\$98,304.00	0%
2014 - 2015	\$98,304.00	5%
2013 - 2014	\$93,626.00	0%
2012 - 2013	\$93,626.00	0%
2011 - 2012	\$93,626.00	0%
2010 - 2011	\$93,626.00	5%
2009 - 2010	\$89,167.20	0%

Funding Source – The annual collection fee would be reduced monthly from taxes collected during the month.

Enclosed Documents – The Hidalgo County Collection of Taxes Contract as included in the packet for the Committee's information and review.

Upon a motion by Ms. Rose Benavidez and a second by Dr. Alejo Salinas, Jr., the Finance and Human Resources Committee recommended Board approval of the renewal of the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at an annual fee of \$98,304.00 from September 1, 2016 through August 31, 2017 as presented. The motion carried.

Review and Action as Necessary to Renew the Starr County Agreement for Tax Assessment Collection

Approval to renew the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected from September 1, 2016 through August 31, 2017 will be requested at the April 26, 2016 Board meeting.

Purpose – The Starr County Agreement for Tax Assessment and Collection must be approved by the College by June 1, 2016. Approval of the tax assessment and collection fee was needed in order for the Starr County Tax Assessor to assess and collect taxes levied.

Justification – According to Texas Property Tax Code, Sec. 6.27 (c) Compensation for Assessment and Collection, the assessor or collector was entitled to a reasonable fee, not to exceed actual costs incurred, for which it assesses and collects taxes. The Inter-Local Cooperation Agreement required the County, after reviewing actual collection costs, to submit a proposed fee to the College, which may include a cost increase of no more than 5% per year, prior to May 1st. The College would then have until June 1st to accept the recommended fee.

Background – The Board of Trustees approved the Inter-Local Cooperation Agreement for Tax Assessment and Collection with Starr County on June 18, 2001, with an option to renew for subsequent tax years. The contract was last renewed on April 28, 2015, and the annual fee approved was \$87,886.00. Mr. Juan M. Cantu, Interim Tax Assessor-Collector for Starr County, advised the College that the annual fee for tax year 2016 would remain at \$87,886.00 and would be approved by the Starr County Commissioners Court on April 11, 2016 which was before the April 26, 2016 Board meeting. The monthly collection fee of \$7,323.83 was reduced from taxes collected during the month and the remaining funds collected were paid to the College.

Below is a summary of fee increases charged by Starr County each fiscal year since FY 2010.

Eight Year History of Fees for Starr County Tax Assessment and Collection		
Year	Fee	Increase over Previous Year
2016 - 2017	\$87,886.00	0%
2015 - 2016	\$87,886.00	0%
2014 - 2015	\$87,886.00	0%
2013 - 2014	\$87,886.00	0%
2012 - 2013	\$87,886.00	0%
2011 - 2012	\$87,886.00	0%
2010 - 2011	\$87,886.00	0%
2009 - 2010	\$87,886.00	0%

Funding Source – The annual collection fee would be reduced monthly from taxes collected during the month.

Enclosed Documents – Starr County would provide the Collection of Taxes Contract for taxable year 2016 prior to the April 26, 2016 Board Meeting.

Upon a motion by Ms. Rose Benavidez and a second by Dr. Alejo Salinas, Jr., the Finance and Human Resources Committee recommended Board approval of the renewal of the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at an annual fee of \$87,886.00 from September 1, 2016 through August 31, 2017 as presented. The motion carried.

Review and Action as Necessary on Disposal/Recycle of Technology and Electronic Items with an Original Value of \$1,000 and Over

Approval will be requested at the April 26, 2016 Board of Trustees meeting for disposal/recycle technology and electronic items with an original value of \$1,000 and over through the Texas Department of Criminal Justice (TDCJ), a state of Texas agency approved to properly recycle technology and electronic items as presented.

Purpose – The Fixed Asset/Inventory Department requested the disposal/recycle of technology and electronic items to be in compliance with the Environmental Protection Agency (EPA) regulations. TDCJ provides an environmentally sound way to dispose of surplus technology equipment.

Justification – As technology and electronic items become obsolete, out of warranty or not functioning, it was disposed of according to South Texas Board Policy #5135 Disposal of Surplus Property. TDCJ was the method of disposal to comply with all EPA regulations.

They would clean data from all systems, recycle systems that can be repaired for inmate training or donation to schools and damaged systems were properly disposed of.

The technology and electronic items were located at the South Texas College, Technology Campus, Receiving Department, 3700 West Military Hwy Building D., McAllen, Texas.

Reviewers – These items were inspected by the Technology Resources (TR), Instructional Technologies (IT), and approved by the Interim Vice President for Information Services, Planning and Strategic Initiatives to be disposed after Board approval.

Enclosed Documents - A listing of the technology and electronic items to be disposed/recycled was included in the packet for Committee's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, Dr. David Plummer, Interim Vice President for Information Services, Planning and Strategic Initiatives, and Becky Cavazos, Director of Purchasing, attended the April 14, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

Upon a motion by Ms. Rose Benavidez and a second by Dr. Alejo Salinas, Jr., the Finance and Human Resources Committee recommended Board approval of the disposal/recycle of technology and electronic items with an original value of \$1,000 and over through the Texas Department of Criminal Justice (TDCJ), a State of Texas agency approved to properly recycle technology and electronic items as presented.

Review and Recommend Action on New and Revised Policies

Approval of new and revised policies will be requested at the April 26, 2016 Board meeting.

A. New

1. Adopt New Policy #6313: Vehicle and Body Cameras

Request for the new policy was necessary for the following reason:

- To comply with Texas Occupation Code Section 1701.655, which required that a law enforcement agency that operates a body worn camera program adopts a policy for the use of body worn cameras.
- The policy must include the state law requirements pertaining to the use of body cameras, the retention period of videos, and the restrictions for release of videos to the public.

2. Adopt New Policy #6421: Bicycles, Skateboards, In-Line Skates, Roller Skates, Motorized Scooters, Hoverboards, and Similar Apparatuses

Request for the new policy was necessary for the following reason:

- To describe the proper use of skateboards and similar apparatuses at college campuses.
- To restrict the use of the mentioned apparatuses on campus to increase safety on campus, since their use has increase over the last few years.
- To clarify that individuals not following the policy would be subject to fine and/or disciplinary action.

The proposed fees, listed below, would be presented for recommendation to the Board as part of the Tuition and Fee Schedules at a later date.

Proposed Skateboard and Other Appliance Violation Fees	
Violation Number	Fine
First	Warning
Second	\$30.00
Third	\$50.00
Fourth	\$70.00
Fifth	\$90.00

B. Revised

1. Revise Policy #4205: Equal Education and Employment Opportunities

Request for the revision to the policy was necessary for the following reason:

- To clarify the College was an equal education institution and an equal employment opportunity employer, as requested by faculty senate and student government association.
- To add two additional categories prohibited from discrimination: Sexual Orientation and Gender Identity.
 ⇒ Although previously protected under the general term of sex and gender, the addition of these categories would clarify the Equal Employment Opportunity Commission’s enforcement of Title VII’s prohibition of sex discrimination based on sexual orientation or gender identity.

2. Revise Policy #4110: Filling of Vacancies

Request for the revision to the policy was necessary for the following reason:

- To clarify protected categories under prohibited discrimination and to keep consistent with Policy 4205 – Equal Education and Employment Opportunity
- To add additional categories prohibited from discrimination: Sexual Orientation and Gender Identity.
 - ⇒ Although previously protected under the general term of sex and gender, the addition of these categories would clarify the Equal Employment Opportunity Commission's enforcement of Title VII's prohibition of sex discrimination based on sexual orientation or gender identity.

3. Revise Policy #4216: Discrimination, Harassment, Retaliation, and Sexual Misconduct

Request for the revision to the policy was necessary for the following reason:

- To clarify protected categories under prohibited harassment and to keep consistent with Policy 4205 – Equal Education and Employment Opportunity
- To add two additional categories prohibited from discrimination: Sexual Orientation and Gender Identity, as requested by faculty senate and student government association.
 - ⇒ Although previously protected under the general term of sex and gender, the addition of these categories would clarify the Equal Employment Opportunity Commission's enforcement of Title VII's prohibition of sex discrimination based on sexual orientation or gender identity.

The new and revised policies were included in the packet for the Committee's information and review. The additions to the policies were highlighted in yellow and the deletions were designated with a red strikeout.

Also included were the proposed fees for the Skateboard and Other Appliance Violation for the Committee's information and review.

The new and revised policies were reviewed by staff, the President's Cabinet, President's Administrative Staff, Planning and Development Council (PDC) staff, and/or by Legal Counsel.

Upon a motion by Ms. Rose Benavidez and a second by Dr. Alejo Salinas, Jr., the Finance and Human Resources Committee recommended Board approval of the new and revised policies as presented and which supersedes any previously adopted Board policy.

Review and Recommend Action to Revise the Resolution Authorizing Investment Brokers, Dealers, Banks, and Investment Pools

Approval to revise the Resolution Authorizing Investment Brokers, Dealers, Banks, and Investment Pools will be requested at the April 26, 2016 Board meeting.

Purpose – Two additional banks, Green Bank and Wallis State Bank, were recommended to be added to the approved bank list. The Texas Public Funds Investment Act (PFIA) requires that the Board of Trustees approve any broker and dealer firms that will be used to transact investment business with the College. In addition, the College's Investment Policy requires that the Board of Trustees approve any banks and investment pools that will be used to transact investment business with the College. As per Policy #5120: *Investment Policy* and Investment Strategy Statement and in accordance with the PFIA, the Board of Trustees shall at least annually, review, revise, and adopt a list of qualified Investment Providers.

Justification – The Resolution Authorizing Investment Brokers, Dealers, Banks, and Investment Pools was approved and authorized on June 23, 2015. A revised list of brokers, dealers, banks, and investment pools that included two additional banks, Green Bank and Wallis State Bank, that operate in the Texas public fund arena and have extensive knowledge of the requirements and constraints of the PFIA were included on Exhibit "A".

Background – The Board adopted specific limitations on banks that could be used for College deposits with the adoption of Resolution Authorizing Investment Brokers, Dealers, Banks, and Investment Pools on June 23, 2015. This limitation prevented the use of money market accounts in banks that were not included on the list. Valley View Consulting, LLC, the investment advisor under contract with the College, identified several money market account offerings that would be advantageous to the College, yet because the offering banks were not on the approved list, they could not be utilized.

Reviewers – The Resolution was reviewed by Valley View Consulting, LLC (Investment Advisor) and was previously reviewed by South Texas College's legal counsel. No changes were presented, except for the addition of two banks to Exhibit "A".

Enclosed Documents – The revised Resolution Authorizing Investment Brokers, Dealers, Banks, and Investment Pools was included in the packet for the Committee's information and review.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the April 14, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

Upon a motion by Ms. Rose Benavidez and a second by Dr. Alejo Salinas, Jr., the Finance and Human Resources Committee recommended Board approval of the Resolution Authorizing Investment Brokers, Dealers, Banks, and Investment Pools as presented, and which supersedes any previously adopted Board Resolution. The motion carried.

Review and Action as Necessary on South Texas College Education Foundation’s Registered Agent and Directors

Appointment and approval of a new Registered Agent and a minimum of three new Board of Directors for South Texas College Education Foundation (“ the Foundation”) will be requested at the April 26, 2016 Board meeting.

Purpose – The College proposed the amendment of 1) the College Name, 2) the Registered Agent/Registered Office, and 3) the Articles of Incorporation of the Foundation on Form 424, Certificate of Amendment.

In order to make the changes necessary to update the above mentioned items, Form 424, Certificate of Amendment, must be completed and submitted to the Secretary of State.

Once the Board approved the proposed revisions, the College would submit Form 802, Periodic Report of a Nonprofit Corporation, reflecting the updated information.

Justification – The College was required to file Form 424, Certificate of Amendment, with the Secretary of State to amend 1) the College Name, 2) the Registered Agent/Registered Office, and 3) the Articles of Incorporation of the Foundation.

A nonprofit corporation was required by Section 22.357 of the Texas Business Organization Code to file a period report (Form 802, Periodic Report of a Nonprofit Corporation) every four years that lists the names and addresses of the Registered Agent and all Directors and Officers of the corporation. A minimum of three Board of Directors was required and must include a President and a Secretary.

Background – The original Articles of Incorporation of the Foundation, filed with the Secretary of State of Texas on September 15, 1997, reflected the following Registered Agent and Board of Directors:

Registered Agent: James E. Darling

Board of Directors: Gary Gurwitz, Chairman of the Board
Rosalinda Gonzalez, Vice-Chairman
Glen Roney, Secretary
Manuel Benavidez Jr
Dr. Amparo Cardenas
Dr. Alejo Salinas

Form 424, Certificate of Amendment, must be compiled and filed in order to update the pertinent College information as detailed in Table A, which included the registered agent and the Board of Directors

Form 802, Periodic Report of a Nonprofit Corporation, which must be completed and filed with the Secretary of State in order for the Foundation to remain active would be filed after the College information was updated by Form 424, Certificate of Amendment,

The annual Texas Franchise Tax No Tax Due Information Reports and Texas Franchise Tax Public Information Report were completed by Long Chilton, LLP and filed by the College.

Enclosed Documents – Items that followed in the packet for the Committee’s information and review included: original and proposed revisions to the Articles of Incorporation of South Texas College Education Foundation; Form 424, Certificate of Amendment; and Form 802, Periodic Report of a Nonprofit Corporation.

Reviewers – The Foundation’s write-up was reviewed by South Texas College’s legal counsel, Mr. Chuy Ramirez, who recommended assigning Dr. Reed as the registered agent.

The revisions recommended for the name of the Foundation were necessary to align with the name change from South Texas Community College to South Texas College, which the Board of Trustees officially approved in 2004. The minor revisions to the Article of Incorporation were the following:

Table A			
#	Section	From	To
1	On page 1, title	Deleted <ul style="list-style-type: none"> The word "COMMUNITY" 	
2	On page 1, under Article I	Deleted <ul style="list-style-type: none"> The word "Community" 	
3	On page 1, under Article IV	Deleted <ul style="list-style-type: none"> The word "Community" 	
4	On page 1, under Article V	Deleted <ul style="list-style-type: none"> The words "initial" , "3319 North McColl Road", "initial", and "James E. Darling" 	Added <ul style="list-style-type: none"> The words "3201 West Pecan Boulevard" and "Dr. Shirley A. Reed"
5	On page 1, under Article VI	Deleted <ul style="list-style-type: none"> The words "initial", "six", "initial", and "Chairman of the Board" Rosalinda Gonzalez, Vice-Chairman, Mission CISD, 1201 Bryce Drive, Mission, Texas 78572 Glen Roney, Secretary, 3700 North Tenth, Suite 301, McAllen, Texas 78501 	Added <ul style="list-style-type: none"> The word "seven" Roy de León, Chairman of the Board, 201 Star Street, Mercedes, Texas 78570 Dr. Alejo Salinas, Jr., Vice Chairman, 301 E Peter Street, Edinburg, Texas 78539

Table A			
#	Section	From	To
5	On page 1, under Article VI (continued)	Deleted <ul style="list-style-type: none"> • Manuel Benavidez, Jr., RGCISD, PO Box 139, La Grulla, Texas 78548 • Dr. Amparo Cardenas, St Luke's Home Health, 212 West 3rd Street, Weslaco, Texas 78596 • Dr. Alejo Salinas, Hidalgo ISD, 324 East Flora, PO Drawer D, Hidalgo Texas 78557 	Added <ul style="list-style-type: none"> • Paul R. Rodriguez, Secretary, Valley Land Title Co, 6013 North 10th Street, McAllen, Texas 78504 • Rose Benavidez, Starr County Industrial Foundation, 601 E Main Street, Rio Grande City, Texas 78582 • Graciela Farias, P.O. Box 92, La Joya, Texas 78560, • Jesse Villarreal, Gonzalez Elementary, 3801 W 5 1/2 N, Weslaco, Texas 78596
6	On page 2, under Article VII	Deleted <ul style="list-style-type: none"> • The words "Chairman of the Board" • Rosalinda Gonzalez, Vice-Chairman, Mission CISD, 1201 Bryce Drive, Mission, Texas 78572 • Glen Roney, Secretary, 3700 North Tenth, Suite 301, McAllen, Texas 78501 • Manuel Benavidez, Jr., RGCISD, PO Box 139, La Grulla, Texas 78548 • Dr. Amparo Cardenas, St Luke's Home Health, 212 West 3rd Street, Weslaco, Texas 78596 • Dr. Alejo Salinas, Hidalgo ISD, 324 East Flora, PO Drawer D, Hidalgo Texas 78557 	Added <ul style="list-style-type: none"> • Roy de León, Chairman of the Board, 201 Star Street, Mercedes, Texas 78570 • Dr. Alejo Salinas, Jr., Vice Chairman, 301 E Peter Street, Edinburg, Texas 78539 • Paul R. Rodriguez, Secretary, Valley Land Title Co, 6013 North 10th Street, McAllen, Texas 78504 • Rose Benavidez, Starr County Industrial Foundation, 601 E Main Street, Rio Grande City, Texas 78582 • Graciela Farias, P.O. Box 92, La Joya, Texas 78560, • Jesse Villarreal, Gonzalez Elementary, 3801 W 5 1/2 N, Weslaco, Texas 78596
7	On page 2, second paragraph under Article VIII	Deleted <ul style="list-style-type: none"> • The words "Community" and "community" 	Added <ul style="list-style-type: none"> • The word "public"

Table A			
#	Section	From	To
8	On page 3, first paragraph	Deleted <ul style="list-style-type: none"> • The words "May", "1997", and "COMMUNITY" • Gary Gurwitz • Rosalinda Gonzalez • Glen E Roney • Manuel Benavidez, Jr. • Dr. Amparo Cardenas • Dr. Alejo Salinas 	Added <ul style="list-style-type: none"> • The word "April" and the year "2016" • Roy De León • Dr. Alejo Salinas, Jr. • Paul R. Rodriguez, Secretary • Rose Benavidez • Graciela Farias • Gary Gurwitz, • Jesse Villarreal
9	On page 3, last paragraph	Deleted <ul style="list-style-type: none"> • The year "1997" • Gary Gurwitz • Rosalinda Gonzalez • Manuel Benavidez, Jr. • Dr. Amparo Cardenas • Dr Alejo Salinas 	Added <ul style="list-style-type: none"> • The year "2016" • Roy De León • Dr. Alejo Salinas, Jr. • Paul R. Rodriguez • Rose Benavidez • Graciela Farias • Gary Gurwitz • Jesse Villarreal

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the April 14, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

Upon a motion by Ms. Rose Benavidez and a second by Dr. Alejo Salinas, Jr., the Finance and Human Resources Committee recommended Board approval of a new Registered Agent and a minimum of three Board of Directors. The motion carried.

Presentation on Campus-wide Shuttle Bus Ridership

Mr. Paul Varville, Chief Administrator, was prepared to present on the campus-wide Shuttle Bus Ridership. The presentation was delayed for a subsequent meeting when additional members would be in attendance.

Review of Preliminary Proposed Non-Faculty Salary Adjustments/Reclassifications for FY 2016-2017

Administration reviewed the proposed non-faculty salary adjustments/reclassifications for FY 2016-2017 with staff and supported the recommendations subject to the availability of funding and Board approval of the final budget.

A total of thirty (30) salary adjustments/reclassifications for FY 2016-2017 were requested for a total amount of \$111,149.

The Finance and Human Resources Committee was asked to review the recommended salary adjustments and reclassifications.

A listing of the salary adjustments and reclassifications for FY 2016-2017 was included in the packet for the Committee's information and review.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the April 14, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

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

**Review of Preliminary Proposed Non-Faculty Salary Adjustments/
Reclassifications for FY 2016-2017 as Necessary for the 2013 Bond Construction
Program Facilities Expansion**

Administration reviewed the proposed non-faculty salary adjustments/reclassifications for the 2013 Bond Construction Program Facilities Expansion for FY 2016-2017 with staff and supported the recommendations subject to the availability of funding and Board approval of the final budget.

A total of ten (10) Non-Faculty salary adjustments/reclassifications for the 2013 Bond Construction Program Facilities Expansion were requested for a total amount of \$63,922.

The Finance and Human Resources Committee was asked to review the recommended salary adjustments and reclassifications as necessary for the 2013 Bond Construction Program Facilities Expansion.

A listing of the salary adjustments and reclassifications as necessary for the 2013 Bond Construction Program Facilities Expansion for FY 2016-2017 was included in the packet for the Committee's information and review.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the April 14, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

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

Review and Discussion of Position Vacancy Report for FY 2015-2016

The Staffing Plan Position Vacancy Report for FY 2015-2016 was included in the packet for the Committee's information and review. Information was current as of April 7, 2016.

Dr. Shirley A. Reed, President, and Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, were available to respond to questions from the Committee.

Vacancies at Beginning of Fiscal Year 2015 - 2016

- Fiscal Year 2015-2016 started with 97 vacant Full Time Regular positions from the previous fiscal year, and the Board approved seventy-four (74) additional new positions for a total of 171 vacant Full Time Regular positions.

Positions Filled during Fiscal Year 2015 - 2016

- Ninety-seven (97) Full Time, Regular positions were filled as of April 7, 2016.
- Eighteen (18) Full Time, Regular positions were filled since the last vacancy report provided as of March 3, 2016.

Position Turnover during Fiscal Year 2015 - 2016

- There were thirty-three (33) resignations, terminations, and/or retirement notices submitted for Full Time, Regular positions as of April 7, 2016.
- There were five (5) resignations, terminations, and/or retirement notices submitted since the last vacancy report provided as of March 3, 2016.

Further details could be found in the Position Vacancy Report.

The Position Vacancy Report for Fiscal Year 2015-2016 and Positions Filled and Vacated Report were presented for information and review by the Committee. No action was required from the Committee.

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 6:25 p.m.

I certify that the foregoing are the true and correct Minutes of the April 14, 2016 Finance and Human Resources Committee Meeting of the South Texas College Board of Trustees.

Dr. Alejo Salinas, Jr.
Chair

Review and Recommend Action on Award of Student Insurance

Approval will be requested at the May 24, 2016 Board meeting to award the student insurance proposals for voluntary student accident insurance, voluntary student accident and sickness insurance, student/faculty medical professional liability insurance, and student accident insurance- workforce training programs as follows:

- **Voluntary Student Accident Insurance:**
Student Assurance Services, Inc. / National Guardian Life Insurance Company for the period beginning August 29, 2016 through August 28, 2017. The student accident insurance limit is \$25,000. **This is a voluntary product, so there is no cost to the College.**
- **Voluntary Student Accident and Sickness Insurance:**
No proposals were received for Voluntary Student Accident and Sickness Insurance. The lack of proposals on this line of coverage is due to the implementation of the Affordable Health Care Act which requires individuals to carry personal health insurance.
- **Student / Faculty Medical Professional Liability Insurance:**
Affinity Insurance Services Inc. and C.N.A. American Casualty Company of Reading PA for the period beginning August 29, 2016 through August 28, 2017. The premium is \$25,269 which is approximately \$10 per student.

The recommendation is based on 2,526 students with limits of \$1,000,000 per occurrence / \$5,000,000 aggregate. **The cost for the Medical Professional Liability Insurance is paid by the students enrolled in the Allied Health and Child Development programs. The College and Faculty are insured parties at no cost to the student or to the College.**

- **Student Accident Insurance – Workforce Training Programs:**
Student Assurance Services / National Guardian Life Insurance Company for the period beginning from August 29, 2016 through August 28, 2017. The student accident insurance limit is \$25,000. The annual premium is \$2,700.

The Workforce Training premium is based on 767 participants. These participants are enrolled in non-credit Continuing Education Training Programs such as Phlebotomy, Emergency Care Assistant, Pharmacy Technician, Dental Assistant, Medication Aide, Medical Office Clerk, Forklift, Medical Coding, Welding, Green Retrofit, Logistics and Framing. The premium of \$2,700 includes all participants. **This cost is covered by Workforce Solutions Project Grow and Accelerate Texas grants and cash paying students.**

The request for proposals was advertised and issued to three (3) vendors. Two (2) responses were received and reviewed by Mr. Raul Cabaza, III, Risk Management Consultant, Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, Ken Lyons, Risk Manager and the Purchasing Department.

The recommendation and spreadsheets provided by Mr. Raul Cabaza, III, follows in the packet for your information and review.

Recommend Action - It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 24, 2016 Board meeting, the proposal awards for voluntary student accident insurance, student/faculty medical professional liability insurance, and student accident insurance- workforce training programs as presented.

SHEPARD WALTON KING
INSURANCE GROUP

May 2, 2016

Ms. Mary Elizondo
Vice President for Finance & Administrative Services
South Texas College
PO Box 9701
McAllen, TX 78501

Re: Voluntary Student Accident Insurance RFP #15-16-1062

Dear Ms. Elizondo:

One proposal was received from Student Assurance Services in response to your request for Voluntary Student Accident Insurance.

Voluntary Student Accident Insurance

Student Assurance Services proposed placement of coverage through National Guardian Life Insurance Company on a primary basis for school time or 24-hour basis. The annual premium is \$75 for school time and \$160 on a 24-hour basis and includes an option for dental coverage at cost of \$8 per student.

Recommendation:

Student Assurance Services for Voluntary Student Accident Insurance. This is a voluntary product so there is no budgetary impact to the college.

Sincerely,



Raul Cabaza III, CIC
Managing Vice President

ao

SHEPARD WALTON KING
INSURANCE GROUP

May 2, 2016

Ms. Mary Elizondo
Vice President for Finance & Administrative Services
South Texas College
PO Box 9701
McAllen, TX 78501

Re: Voluntary Student Accident and Sickness Insurance RFP #15-16-1062

Dear Ms. Elizondo:

No proposals were received for Voluntary Student Accident and Sickness Insurance. The lack of proposals on this line of coverage is due to the implementation of the Affordable Health Care Act which requires individuals to carry personal health insurance, thus this is no longer a voluntary product.

In this light, this product is no longer available.

Sincerely,



Raul Cabaza III, CIC
Managing Vice President

ao

SHEPARD WALTON KING
INSURANCE GROUP

May 2, 2016

Ms. Mary Elizondo
Vice President for Finance & Administrative Services
South Texas College
PO Box 9701
McAllen, TX 78501

Re: Medical Professional Liability RFP #15-16-1062

Dear Ms. Elizondo:

One proposal was received for Professional Liability coverage

Medical Professional Liability Insurance:

Affinity Insurance Services, Inc. offered renewal terms through the current carrier, C.N.A. American Casualty Company of Reading PA with the following options:

Limits:	Premium:	Cost per Student
\$1,000,000/\$5,000,000.	\$25,269.	\$10.00
\$2,000,000/\$5,000,000.	\$31,100.	\$12.31
Basis: 2,526 students		

Cost per student at \$1,000,000/\$5,000,000 limit remains at \$10.00 as per expiring.
Number of students has increased from 1,890 to 2,526 resulting in the premium increase.

Coverage Highlights:

Occurrence Form

Insured includes the College and faculty

Defense Costs (Legal Representation) – Outside the Liability Limits

Recommendation:

Affinity Insurance Services and C.N.A. American Casualty Company are recommended at an annual cost of \$25,269.

Sincerely,



Raul Cabaza III, CIC
Managing Vice President

SHEPARD WALTON KING
INSURANCE GROUP

May 2, 2016

Ms. Mary Elizondo
Vice President for Finance & Administrative Services
South Texas College
PO Box 9701
McAllen, TX 78501

Re: Workforce Training Programs Student Accident Insurance RFP #15-16-1062

Dear Ms. Elizondo:

One proposal was received from Student Assurance Services.

Workforce Training Program- Student Accident Insurance

Student Assurance Services proposed placement through National Guardian Life Insurance Company on an Excess Basis for students participating in Workforce related programs.

Accident Medical Expense Limit: \$25,000.
Basis: 767 Participants

Premium: \$2,700.

Recommendation:

Student Assurance Services and National Guardian Life Insurance Company for Workforce Training Student Accident Insurance are recommended.

Sincerely,



Raul Cabaza III, CIC
Managing Vice President

ao

**Review and Recommend Action on Award of Proposals, Purchases, Renewals,
and Amend Previously Approved Purchase**

Approval of the following proposal awards, purchases, renewals, and amend previously approved purchase will be requested at the May 24, 2016 Board meeting as follows:

- | | |
|------------------------------------|--|
| A. Awards | D. Technology Items |
| B. Instructional Items | E. Amend Previously Approved Purchase |
| C. Non- Instructional Items | |

A. Awards

1) Audio Visual Equipment and Parts – I (Award)

Award the proposal for audio visual equipment and parts - I to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$18,032.00.

Purpose – Instructional Technologies is requesting audio visual equipment and parts for two (2) concept rooms at the Pecan Campus and to upgrade the Starr County Campus Cyber Lounge.

Justification and Benefit – The audio visual equipment and parts are needed at Starr County to upgrade the multi-purpose meeting room to meet the needs of faculty, staff, and community for collaborative events and presentations.

The audio visual equipment and parts are needed at Pecan Campus to develop and pilot two proof of concept rooms featuring technology that will be used to upgrade the current institutional classrooms and classrooms which are part of the 2013 Bond construction program.

Background - Proposal documents were advertised on March 28, 2016 and April 4, 2016 and issued to nine (9) vendors. Three (3) responses were received on April 13, 2016 and reviewed by Instructional Technologies and the Purchasing Department.

Funds for this expenditure are budgeted in the Instructional Technologies budget for FY 2015-2016.

2) Audio Visual Equipment and Parts – II (Award)

Award the proposal for audio visual equipment and parts - II to **Adorama, Inc.** (New York, NY), at a total amount of \$15,787.35.

Purpose – Instructional Technologies is requesting audio equipment and parts for the audio system project at the Pecan Campus Cooper Center Theater, which is over seven (7) years old.

Justification and Benefit – The audio visual equipment and parts will include nine (9) large venue full range speakers and two (2) sub-woofers which are needed to upgrade the audio

system in the Cooper Center Theater to allow better support of college/community events through a more intelligible audio system. This will enhance live group events, audio presentation content, and spoken word for multi-person panel events.

Background - Proposal documents were advertised on March 28, 2016 and April 4, 2016 and issued to nine (9) vendors. Three (3) responses were received on April 13, 2016 and reviewed by Instructional Technologies and the Purchasing Department.

Funds for this expenditure are budgeted in the Instructional Technologies budget for FY 2015-2016.

3) Audio Visual Equipment and Parts – III (Award)

Award the proposal for audio visual equipment and parts - III to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$23,772.00.

Purpose – Instructional Technologies is requesting audio visual equipment and parts for the Multi-Purpose Meeting Room display project at the Starr County campus and the Proof of Concept Rooms at Pecan Campus.

Justification and Benefit – The audio visual equipment and parts will include the multimedia displays for 3 rooms: one (1) at Starr County Campus and two (2) at Pecan Campus.

The multimedia displays are needed at Starr County to upgrade the multi-purpose meeting room to meet the needs of faculty, staff, and community for collaborative events and presentations.

The multimedia displays are needed at Pecan Campus to develop and pilot two proof of concept rooms featuring technology to be used to upgrade the current institutional classrooms and classrooms, which are part of the 2013 Bond construction program.

Background - Proposal documents were advertised on March 28, 2016 and April 4, 2016 and issued to nine (9) vendors. Three (3) responses were received on April 13, 2016 and reviewed by Instructional Technologies and the Purchasing Department.

Funds for this expenditure are budgeted in the Instructional Technologies budget for FY 2015-2016.

4) Cooper Center Conference Rooms Audio Visual Upgrade (Award)

Award the proposal for the Cooper Center conference rooms audio visual upgrade to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$95,676.50.

Purpose – Instructional Technologies is requesting to upgrade the audio visual equipment at Cooper Center conference rooms which is used by the faculty, staff, student, and community for various meetings, events, and presentations.

Justification and Benefit – The Cooper Center conference room audio visual equipment upgrade is needed due to the existing audio visual hardware is currently over seven (7) years old, out of warranty, and does not support current digital technologies.

Background - Proposal documents were advertised on March 28, 2016 and April 4, 2016 and issued to seven (7) vendors. Two (2) responses were received on April 12, 2016 and reviewed by Instructional Technologies and the Purchasing Department.

Funds for this expenditure are budgeted in the Instructional Technologies budget for FY 2015-2016.

5) Distance Learning Lab Audio Visual Upgrade (Award)

Award the proposal for the distance learning lab audio visual upgrade to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$23,960.00.

Purpose – Instructional Technologies is requesting the audio visual upgrade for the Distance Learning lab at the Pecan Campus.

Justification and Benefit – The Distance Learning department is requesting an upgrade to existing, outdated audio-visual hardware currently installed in the faculty training lab. This upgrade will help to provide first-rate training to online faculty as well as introduce active learning pedagogy into the trainings.

Background - Proposal documents were advertised on March 28, 2016 and April 4, 2016 and issued to seven (7) vendors. Two (2) responses were received on April 12, 2016 and reviewed by Instructional Technologies and the Purchasing Department.

Funds for this expenditure are budgeted in the Instructional Technologies budget for FY 2015-2016.

6) Library Database Subscription (Award)

Award the proposal for a library database subscription to **Amigos Library Services** (Dallas, TX), for the period beginning August 1, 2016 through July 31, 2017 with two one-year options to renew, at an amount of \$9,940.00.

Purpose – Library services is requesting the purchase of a library database subscription which will serve all the South Texas College Libraries.

Justification and Benefit – The library database subscription LexisNexis Academic available through Amigos Library Services is a comprehensive database service for legal research, news, and company research providing users with a multifaceted view of current events, business, and legal issues. LexisNexis Academic provides coverage of federal and state court cases, secondary legal materials including over 550 law journal articles, federal statutes and statutes from all 50 states. The service provides access to more than 18,000 news and business information sources, including newspapers, newswires, television, and radio transcripts. The service also contains company information for over 80 million public and private companies. LexisNexis Academic resources will support several programs including Government, Communication, English, Business, and

Paralegal studies. It will also support online and distance education students with a comprehensive legal research, news research, and company research tool.

Background - Proposal documents were advertised on March 3, 2016 and March 10, 2016 and issued to two (2) vendors. Two (2) responses were received on April 5, 2016 and reviewed by Library Services and the Purchasing Department.

Funds for this expenditure are budgeted in the Library Acquisition budget for FY 2015-2016.

7) Metal Products for Welding Programs (Award)

Award the proposal for the metal products for welding programs for the period beginning May 29, 2016 through May 28, 2017 with two one-year options to renew, at an estimated amount of \$30,000.00 based on prior history. The vendors are as follows:

- **Alamo Distribution, LLC./dba Alamo Iron Works** (San Antonio, TX)
- **George Baldree Consulting** (Brownsville, TX) (New)
- **Industrial Suppliers Larey, Inc./dba International Industrial Supply, Co.** (Brownsville, TX)
- **Rio Grande Steel** (Edinburg, TX)
- **Rodriguez Pipe & Steel/dba Lone Star Steel & Supply** (McAllen, TX) (New)

Purpose – The Welding programs are requesting the purchase of different types of metal products which will be used by students during class. The products will include some of the following items: aluminum plates, stainless steel plates, black iron pipe, square tubing, flat, and round bar stock.

Justification and Benefit – The metal products for the welding programs will be used for student instruction in the credit and non-credit Welding Programs in the Division of Technology and Continuing, Professional, and Workforce Education.

Background - Proposal documents were advertised on March 21, 2016 and March 28, 2016 and issued to seven (7) vendors. Five (5) responses were received on April 5, 2016 and reviewed by the Purchasing Department.

Funds for this expenditure are budgeted in the Welding Program and Continuing Education budgets for FY 2015-2016 and FY 2016-2017 pending Board approval of the budget.

8) Science and Engineering Labs Analog to Digital Audio Visual Upgrades (Award)

Award the proposal for the science and engineering labs analog to digital audio visual upgrades to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$106,181.00.

Purpose – Instructional Technologies is requesting the analog to digital audio visual upgrades to six (6) science labs and one (1) engineering lab which are located at the Pecan Campus Building G first floor.

Justification and Benefit – The science and engineering labs analog to digital audio visual upgrades is needed for student instruction. The current audio visual equipment is analog

in nature and does not support newer digital technologies. This upgrade will replace the outdated hardware and add components that will give the science program an opportunity to explore/experience for inclusion in the upcoming bond construction projects.

Background - Proposal documents were advertised on March 28, 2016 and April 4, 2016 and issued to seven (7) vendors. Two (2) responses were received on April 12, 2016 and reviewed by Instructional Technologies and the Purchasing Department.

Funds for this expenditure are budgeted in the Instructional Technologies budget for FY 2015-2016.

B. Instructional Items

9) Online Essay Review Services Agreement (Purchase)

Purchase an online essay review services agreement with **Smarthinking/NCS Pearson, Inc.** (Chicago, IL), a sole source vendor, for the period beginning May 25, 2016 through August 31, 2016, at an estimated amount of \$10,000.00 which provides 400 service hours.

Purpose – The Centers for Learning Excellence is requesting additional online essay review services for all South Texas College campuses and students.

Justification and Benefit – Through the online essay review services, students will have 24 hours per day / 7 days a week student access to submit and receive feedback on their essays in a variety of subjects, including but not limited to English, Business, Nursing and Allied Health, History, Spanish, Biology, Chemistry, Physics, Finance, Philosophy, Sociology, Criminal Justice, and Psychology from any location, on-campus or off-campus. These services supplement the services provided at the College's Centers for Learning Excellence by allowing students to access services outside of regular operating hours and from any location. The provision of online tutoring services in accordance with SACS Best Practices for Electronically Offered Degree and Certificate Programs, which stipulate that the institution recognizes that appropriate services must be available for student regardless of their location on-campus or off-campus. Usage of the online essay review service has increased during this academic year and approximately 2/3 of the hours purchased have already been used. The Centers for Learning Excellence is seeking to purchase additional hours to continue providing this service to students for the rest of the academic year.

Funds for this expenditure are budgeted in the Centers for Learning Excellence budget for FY 2015-2016.

10) Simulation Recording System (Purchase)

Purchase a simulation recording system from **Laerdal Medical Corporation** (Wappingers Falls, NY), a sole source vendor, at a total amount of \$21,793.54.

Purpose – The Division of Nursing and Allied Health Clinical Simulation program is requesting to purchase a simulation recording system for student instruction at the Mid-Valley Campus.

Justification and Benefit – The simulation recording system will interact with the College owned manikins and provide training activities for the students. It will capture and record audio and video of simulation and other learning activities for student to later study, replay, and evaluate each learning experience.

Funds for this expenditure are budgeted in the Clinical Simulation budget for FY 2015-2016.

11)Spectrophotometers (Purchase)

Purchase spectrophotometers from **Shimadzu Scientific Instruments** (Houston, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, at a total cost of \$44,724.62.

Purpose - The Chemistry Program in the Division of Math and Science is requesting to purchase two (2) spectrophotometer for student instruction.

Justification and Benefit – The spectrophotometers will be used by students in the Organic I and Organic II courses to identify functional groups in organic compounds. One spectrophotometer will be delivered to the Pecan Campus and the other at the Mid-Valley Campus.

Funds for this expenditure are budgeted in the Chemistry Program budget for FY 2015-2016.

C. Non – Instructional Items

12)Carpet and Installation (Purchase)

Purchase carpet and installation from **Intertech Flooring** (Austin, TX/Mission, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, for the period beginning June 1, 2016 through May 31, 2017, at an estimated amount of \$25,000.00.

Purpose – Facilities Operation and Maintenance is requesting to purchase carpet and installation to replace old and worn carpet in faculty/staff offices and instructional classrooms as needed.

Justification and Benefit – The carpet replacements will take place as needed during small renovation projects, water damaged carpet, or any unforeseen incidents through the College district.

Funds for this expenditure are budgeted in the Facilities – Repair and Maintenance budget for FY 2015-2016 and FY 2016-2017 pending Board approval of the budget.

13)Furniture (Purchase)

Purchase furniture from the National Joint Powers Alliance (NJPA) and the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$143,417.35.

#	Vendor	Amount
A	Cramer, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$10,564.58
B	Exemplis Corporation/ Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$9,886.38
C	The Hon Company/Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$1,743.96
D	Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$121,222.43
	Total	\$143,417.35

The purchases can be summarized as follows:

- Cramer, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Mid Valley Campus
 - 26 Lab stools for the Mid Valley Campus Labs

- Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Pecan Campus
 - 4 Chairs for Computer Science Program
 - 3 Chairs for the Library
 - 1 Chair for Business Office
 - 5 Sofas and 2 Tables for Student Financial Services

- The Hon Company/Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Pecan Campus
 - 2 Storage Cabinets for the World Language Program
 - 2 Storage Cabinets for Student Financial Services

- Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Pecan Campus
 - 14 Chairs for the BAT/BAS Program
 - 40 Chairs for the Library
 - 55 Chairs for the Active Learning Classrooms
 - 1 Service Desk for the Library
 - 8 Chairs and 4 Tables for Student Financial Services
 - 30 Chairs for the Learning Commons and Open Labs
 - ⇒ Technology Campus
 - 24 Computer Tables, 32 Student Chairs, and 16 Tables for the CADD Program
 - 24 Chairs for the Technology Campus
 - 18 Student Chairs and 9 Computer Tables for the Learning Commons and Open Labs

Funds for these expenditures are budgeted in the requesting department budgets for FY 2015-2016 as follows: BAT/BAS, Biology, Business Office, CADD, Computer Science, Grant Compliance HSI Grant, Learning Commons and Open Labs, New Furniture, PCN Library Compact Shelving and Furniture-FFE, Student Financial Services, and World Language.

14) Shuttle Buses (Purchase)

Purchase of shuttle buses from **National Bus Sales** (Justin, TX), a Houston Galveston Area Council (HGAC) approved vendor, at total cost of \$363,975.75.

Purpose – The South Texas College Department of Public Safety is requesting approval for the purchase of three (3) thirty eight (38) passenger shuttle buses to be used on the college Yellow Line and Park and Ride routes.

Justification and Benefit – As of February 2016, ridership on the Yellow Line, servicing the Pecan, Technology, and Nursing Allied Health campuses and the Park & Ride has increased 86% compared to the previous year. It is expected that, with the beginning of bond building construction and increased enrollment, additional riders will take advantage of the shuttle bus service. The need for additional buses has already manifested itself at the Park and Ride, with students unable to board buses due to maximum occupancy during peak periods.

Background – Beginning the fall 2015 semester, the college began operating the Yellow Line and Park and Ride to provide reliable transportation services for college students and employees. Shuttle buses arrive at pickup locations every 20 minutes and transport students to the McAllen campuses and the Park and Ride facility, east of the Pecan campus. As ridership has increased, the need for additional and larger buses has become evident.

Since there are no bus sales companies in the Rio Grande Valley, HGAC purchasing cooperative is used to purchase three (3) thirty eight (38) passenger buses at a cost of \$121,325.25 each and a total of \$363,975.75 for the three buses.

Funds for this expenditure are budgeted in the STC shuttle bus budget for FY 2015-2016.

15) Training Services (Purchase)

Purchase of training services from **The University of Texas Rio Grande Valley** (UTRGV) (McAllen, TX) through an interlocal agreement, for the period beginning June 29, 2016 through July 1, 2016, at a total cost of \$29,250.00.

Purpose -- The Division of Information Services, Planning & Strategic Initiatives is seeking to purchase *Information Technology Information Library (ITIL) Practitioner and Information Technology Information Library (ITIL) Polestar Simulation* training services from The University of Texas Rio Grande Valley. The training services will assist South Texas College, ISP Division, and Technical Resources (TR) department, to develop and improve the delivery of departmental related services across the entire college.

Justification –The benefit of the service will be to assist the Technical Resources Department in analyzing, improving the design/functionality of the department in five (5) areas: (1) Service Management, (2) Guiding Principles, (3) Service Improvement, (4) Organizational Change Management, (5) Metrics and Measurements.

Background –As part of the ISP’s broader plan of an ongoing assessment of the college’s technological related resources and technology support needs, the need for the *Information Technology Information Library (ITIL) Practitioner and Information Technology Information Library (ITIL) Polestar Simulation* was identified. The initiative is in line with the College’s Strategic Direction of innovative redesign of processes and functions and implementation of changes to improve the Technology and Resources Department’s productivity and efficiency.

Funds for this expenditures are budgeted in the Information Services, Planning & Strategic Initiatives budget for FY 2015-2016.

16)Architectural On- Call Services (Renewal)

Renew the contracts for architectural on-call services as needed for district wide non-bond construction projects less than \$500,000.00 in total construction costs for the period beginning June 27, 2016 through June 26, 2017 with the following vendors:

- a. **Boultinghouse Simpson Gates Architects** (McAllen, TX)
- b. **EGV Architects, Inc.** (Hidalgo, TX)
- c. **ERO International, LLP.** (McAllen, TX)
- d. **PBK Architects, Inc.** (McAllen, TX)
- e. **Rike Ogden Figueroa Alex Architects, Inc.** (McAllen, TX)

Purpose – The Office of Planning and Construction has requested the renewal of the non-bond on call architectural services contracts for projects on an as needed basis.

Justification and Benefit – The benefit is time saved by allowing staff to coordinate with vendors from a preapproved list of Architectural firms and recommending contracts with each firm on an as-needed basis for those construction projects under an estimated construction cost \$500,000.00.

The architectural contracts are needed for Capital Improvement projects, and renewal and replacement projects requiring these types of architectural design services.

Background - The Board awarded the contracts for the architectural on call services at the June 26, 2014 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins June 27, 2016 and ends June 26, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/26/14	6/27/14 - 6/26/15	2 – one year options
1 st Renewal	6/23/15		6/27/15 – 6/26/16
2 nd Renewal	5/24/16		6/27/16 – 6/26/17

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 Project Construction budgets for FY 2015-2016 and FY 2016–2017 pending Board approval of the budget.

17)Grounds Maintenance (Renewal)

Renew the grounds maintenance contract with **Maldonado Nursery & Landscape, Inc.** (La Feria, TX), for the period beginning July 26, 2016 through July 25, 2017, at an estimated cost of \$266,894.00.

Purpose – Facilities-Operation and Maintenance has requested the renewal of the grounds maintenance contract for service through the College district.

Justification and Benefit – The services will includes mowing, shredding of grass, tree trimming, flower beds, and landscaping areas with crushed granite for the Pecan Campus, Nursing and Allied Health Campus, Technology Campus, Starr County Campus, and Mid Valley Campus.

Background – The Board awarded the contract for grounds maintenance at the June 26, 2014 Board of Trustees meeting for one year with two one-year option to renew. The last renewal period begins July 26, 2016 and ends July 25, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/26/14	7/26/14 - 7/25/15	2 – one year options
1 st Renewal	4/28/15		7/26/15 – 7/25/16
2 nd Renewal	5/24/16		7/26/16 – 7/25/17

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 Grounds Maintenance budget for FY 2015-2016 and FY 2016-2017 pending Board approval of the budget.

18)Mechanical, Electrical, and Plumbing Engineering On-Call Services (Renewal)

Renew the contracts for Mechanical, Electrical, and Plumbing (MEP) Engineering On-Call Services as needed for district wide non-bond construction projects less than \$300,000.00 in total construction costs for the period beginning July 26, 2016 through July 25, 2017 with the following vendors:

- a. **DBR Engineering Consultants, Inc.** (McAllen, TX)
- b. **Half Associates, Inc.** (McAllen, TX)
- c. **Sigma HN Engineers, PLLC.** (McAllen, TX)

Purpose – The Office of Facilities Planning and Construction has requested the renewal of the non-bond mechanical, electrical, and plumbing engineering on-call services contracts for projects on an as needed basis.

Justification and Benefit – The benefit is time saved by allowing staff to coordinate with vendors from a preapproved list of MEP firms and recommending contracts with each firm on an as-needed basis for those MEP projects under an estimated construction cost \$300,000.00.

The mechanical, electrical, and plumbing engineering on-call services contracts are needed for small renovation projects, lighting projects and capital improvement projects requiring these types of engineering services.

Background – The Board awarded the contracts for the mechanical, electrical, and plumbing engineering on-call services at the June 26, 2014 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins July 26, 2016 and ends July 25, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/26/14	7/26/14 - 7/25/15	2 – one year options
1 st Renewal	6/23/15		7/26/15 – 7/25/16
2 nd Renewal	5/24/16		7/26/16 – 7/25/17

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 Project Construction budgets for FY 2015-2016 and FY 2016-2017 pending board approval of the budget.

19)Online Employee Training Services (Renewal)

Renew the online employee training services contract with **Workplace Answers, LLC.** (Austin, TX) for the period beginning July 1, 2016 through June 30, 2017, at a total amount of \$14,995.00.

Purpose – The Office of Human Resources is requesting the contract for online employee training services be renewed for compliance of employee trainings.

Justification and Benefit – The online employee training services are needed to comply with requirements under the Title IX of the Education Amendments of 1972, Section 703 of Title VI of the 1964 Civil Rights Act, Section 504 of the Rehabilitation Act of 1973, the Federal Clery Act, and requirements under Chapter 51 Education Code, Chapter 261, Family Code.

The online training programs will provide courses for approximately 2,600 employees (both full-time and part-time) and approximately 300 employees designated as Campus Security Authorities with required training.

The online employee training services will include the following courses:

- Child Abuse and Molestation Awareness & Prevention in Texas

- Sexual Violence Awareness & Prevention
- Campus Security Authority Training
- Code of Conduct (Ethics) Training
- Unlawful Harassment Prevention for Faculty and Staff
- Preventing Discrimination and Sexual Violence: Title IX, VAWA, and Clery Act

Background – The Board awarded the contract for online employee training services at the June 26, 2014 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins July 1, 2016 and ends June 30, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/26/14	7/1/14 - 6/30/15	2 – one year options
1 st Renewal	6/23/15		7/1/15 – 6/30/16
2 nd Renewal	5/24/16		7/1/16 – 6/30/17

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 Office of Human Resources budget for FY 2015-2016 and FY 2016-2017 pending Board approval of the budget.

20) 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 23, 2016 through August 26, 2017, at an estimated amount of \$40,177.60.

Purpose – The Office of Professional Development is requesting lease/rental of the McAllen Convention Center for various faculty and staff professional development events.

Justification and Benefits – The four (4) facility usage interlocal agreements are for South Texas College’s Professional Development events held throughout the year for faculty and staff. The events are as follows:

Date	Events	Amount
September 23, 2016	College-Wide Professional Development for Faculty and Staff	\$15,140.80
February 10, 2017	College-Wide Professional Development for Faculty and Staff	\$15,140.80
August 21, 2017	Academic Affairs Professional Development Day	\$5,896.00
August 26, 2017	Adjunct/Dual Enrollment Faculty Professional Development Day	\$4,000.00

Funds for this expenditure are budgeted in the Professional and Organizational Development budgets for FY 2016-2017 pending Board approval of the budget.

D. Technology Items

21)Application Management Services (Purchase)

Purchase application management services from **Texas A&M University – Corpus Christi** on behalf of the **Texas Connection Consortium** and **Ellucian Company, L.P.** for the period beginning June 1, 2016 through August 31, 2018, at a total amount of \$644,684.00. The annual payments are as follows: 1st Year - \$72,924.00, 2nd Year - \$287,622.00, and 3rd Year - \$284,138.00.

Purpose – Technology Resources is requesting to purchase enterprise application management services to assist with the administration of the College’s Enterprise Resources Planning systems, Banner, the Student Degree planner solution, Degree Works, and the Jagnet student portal.

Justification and Benefit – Application Management Services will improve the reliability and availability of the Banner, Degree Works, and Jagnet systems partnering with a dedicated team providing proactive application, server, and network monitoring and troubleshooting. Application and database upgrades will be performed on a regular basis by the engineers to ensure the College’s Banner system is up-to-date and running efficiently at all times.

Background – The Banner system was purchased in 2004. Maintenance and support is purchased annually for updates and technical assistance on minor issues. Major upgrades to Banner, Degree Works, or the Jagnet systems or any of the accompanying applications are performed by Technology Resources.

Funds for this expenditure are budgeted in the Technology Resources Project Management Risk & Security for FY 2015-2016 and FY 2016-2017 and FY 2017-2018 pending Board approval of the budgets.

22)Computers, Laptops, and Tablets (Purchase)

Purchase of computers, laptops, and tablets from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and the Texas Cooperative Purchasing Network (TCPN) approved vendor **CDW Government** (Vernon Hills, IL), in the total amount of \$46,793.61.

All purchase requests for computers, laptops, and tablets have been evaluated by Technology Resources Department and the Chief Information Officer. Technology Resources does not have refurbished systems available for new hires. Instructional and/or business need must be clearly identified/justified for any equipment that is outside standard configuration or does not replace existing office systems. (ex. mobile devices)

An itemized list with justification is included for your review and information.

Technology Resources used the following criteria when recommending the purchase of technology:

- Systems being requested meet the South Texas College standard configuration

- The new systems will replace an older model (5+ years and out of warranty)
- Software requirements exceed the system capacity

The purchases can be summarized as follows:

- Faculty Computers
 - ⇒ 1 Computer for Vocational Nursing Program
 - ⇒ 1 Computer for Criminal Justice Program
 - ⇒ 1 Computer for Computer Science Program
- Staff Computers
 - ⇒ 1 Computer for Student Assessment Center
 - ⇒ 3 Computers for BAT/BAS Program
 - ⇒ 3 Computers for Division of Math, Science & BAT Programs
 - ⇒ 3 Computers for Business Office
 - ⇒ 2 Computers for High School Programs and Services
- Student-Lab Computers
 - ⇒ 10 Computers for Computer Science Program
- Classroom Instruction Laptops
 - ⇒ 3 Laptops for Diesel Technology Program
- Staff Laptop
 - ⇒ 1 Laptop for Division of Liberal Arts & Social Sciences
- Staff Tablets
 - ⇒ 2 Tablets for High School Programs and Services
 - ⇒ 2 Tablets for DE Quality and Sustainability
 - ⇒ 4 Tablets for DE Computer Science Academy
 - ⇒ 1 Tablet for Accreditation Office
 - ⇒ 2 Tablets for Cashier's Office
- Faculty Tablets
 - ⇒ 4 Tablets for Philosophy Program
- Classroom Instruction Tablet
 - ⇒ 1 Tablet for Computer Science Program

Funds for these expenditures are budgeted in the requesting department budgets for FY 2015-2016 as follows: Vocational Nursing, Criminal Justice, Computer Science, Student Assessment Center, BAT/BAS, Division of Math, Science & BA Programs, Business Office, HS Programs and Services, Diesel Technology, Division of Liberal Arts & Social Sciences, DE Quality and Sustainability, DE Computer Science Academy, Accreditation, Cashier's Office, and Philosophy.

23)Integration Services (Purchase)

Purchase of integration services from **Texas A&M University-Corpus Christi** on behalf of **Texas Connection Consortium** and **Ellucian Company, LP.** for the period beginning May 25, 2016 through August 31, 2016, at a total cost of \$20,196.00.

Purpose – The integration services will allow the Department of Public Safety ticket-trac parking system to be infused with the College Banner system. The South Texas College Board of Trustees approved the acquisition of the ticket-trac parking program to provide issuance of parking permits, traffic and parking citations, and a citation appeals process to facilitate the college parking program. Integration of this program with Banner is necessary to assign the permits and citations, along with account holds for violations.

Justification and Benefit –The integration of ticket-trac with the college Banner system is needed to allow the recording of permit purchases, citation fines, and holds for non-payment on student and employee accounts.

Background – South Texas College manages a Board approved parking program that issues in excess of 15,000 parking permits each year. The program includes the issuance of citations for violations of the college traffic and parking rules and regulations and provides an appeals process for individuals who receive citations. The integration of ticket-trac with the college Banner system is required to manage the college parking program.

Funds for this acquisition are from the Technology Resources budget for FY 2015-2016.

24)Online Catalog Management Software (Purchase)

Purchase an online catalog management software from **Leepfrog Technologies** (Iowa City, IA) (New), a sole source vendor, at a cost of \$89,000.00 for the period beginning June 1, 2016 through May 31, 2017. It will include the software license, delivery services, and transition services for the first year of service. On-going costs after the initial year will be \$16,020.00 per year, which includes ongoing support services, upgrades and modifications, maintenance, and training as needed.

Purpose – The Office of Curriculum and Student Learning is requesting the purchase of an online catalog management software tool in order to increase the efficiency of the yearly student catalog update process, which is currently maintained by the Academic Affairs, Student Affairs and Enrollment Management, and Public Relations and Marketing Divisions/Departments.

Justification and Benefit – The production and maintenance of the College Catalog, which includes information on all degrees, certificates, and courses offered at South Texas College, is currently managed through a manual process. The current process often leads to duplication of efforts and inefficiencies of time. The purchase and implementation of the catalog management software will provide the following benefits:

- A more efficient and timely process for updating the catalog
- Student access to a user-friendly online catalog which is easily searchable

- Reduction in the duplication of staff effort (content is integrated with Banner and DegreeWorks, content in the online catalog can be easily copied and replicated on other college webpages)

Funds for this expenditure are budgeted in the Office of Curriculum & Student Learning budget for FY 2015-2016.

25) Network Cabling Services (Renewal)

Renew the network cabling services contract with **BridgeNet Communications, LLC.** (Donna, TX), for the period beginning July 26, 2016 through July 25, 2017, at an estimated amount of \$75,000.00.

Purpose – Technology Resources is requesting the contract for network cabling services be renewed for services throughout the district.

Justification and Benefit – The network cabling services will be used across various South Texas College campuses on an as needed basis. These services will include installing data cabling in new facilities and renovated areas or installing additional lines in existing classrooms and offices.

Background – The Board awarded the contract for network cabling services at the June 26, 2014 Board of Trustees meeting for one year with two one-year options to renew. The last renewal period begins July 26, 2016 and ends July 25, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/26/14	7/26/14 - 7/25/15	2 – one year options
1 st Renewal	6/19/15		7/26/15 – 7/25/16
2 nd Renewal	5/24/16		7/26/16 – 7/25/17

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 various requesting department budgets for FY 2015-2016 and FY 2016-2017 pending Board approval of the budget.

26) Software Maintenance and Support Agreements (Renewal)

Renew the software maintenance and support agreements with **Evisions** (Irvine, CA), a sole source vendor, for the period beginning April 1, 2016 through July 31, 2017, at a total amount of \$22,902.00.

Purpose – The Business Office is requesting to renew the maintenance agreements for software used to print Banner business forms.

Justification and Benefit – The software maintenance and support is for the following Banner forms: purchase orders, student bills, invoices, accounts payable checks, payroll checks, student refund checks, employee W-9 form, report writing, and direct deposit.

Funds for this expenditure are budgeted in the Business Office budget for FY 2015-2016.

E. Amend Previously Approved Purchase

27) Pecan Campus Library Compact Shelving and Installation (Purchase)

At the April 26, 2016 Board Meeting, the Board of Trustees approved the purchase of the Pecan Campus Library Compact Shelving, Installation, and Services from Library Design Systems, Inc. in the amount of \$337,269.64. In discussion with the manufacturer, the purchase order needs to be amended as follows:

- **Compact Shelving and Installation** - Change vendor from Library Design Systems, Inc. (authorized dealer) to **Montel Aetnastak, Inc.** (Satellite Beach, FL) (New), (manufacturer), the State of Texas Multiple Award Schedule (TXMAS) approved vendor. The purchase order is required to be issued to the manufacturer instead of the dealer, according to the TXMAS program.
- **Services** - Remove the services from the purchase, as per manufacturer's request. Services included removing books from the shelves, packing books for storage, disassembling book shelves, unpacking of books, and re-shelving books. The College plans to issue a new RFP in the future to expand the services to cover this project and additional proposed project, such as the 2013 Bond Construction library projects.
- **Total Purchase Amount** - Decrease from \$337,269.64 to \$283,121.63, which will cover the Compact Shelving and Installation.

Purpose: Library and Learning Support Services is requesting to purchase compact shelving for the library collection in the Pecan Campus Library. This is also part of a Capital Improvement Project approved for fiscal year 2016. It will include the compact shelving, installation, and removal of debris.

Justification and Benefit: The compact shelving will allow the storage of books and other library materials in a smaller footprint. Purchasing the compact shelving will condense the square footage of the library collection and will allow Library and Learning Support Services to devote additional square footage on the first floor to group study.

In addition, it will enable the Library and Center for Learning Excellence to offer writing tutoring in the library, which will provide students with access to tutoring, reference librarians, and computing resources in one convenient location. It will also open up the 2nd floor of the Pecan Campus Library so that more space can be dedicated to quiet study. This purchase will provide substantial benefit to students by expanding the amount of space and furniture available for group study, tutoring, and quiet study.

Background: Over the past 8 to 10 years, Library Services has moved toward the Learning Commons service model, which places an emphasis on learning-centered spaces and technology support in libraries. Nationwide, this movement has involved reducing the footprint of library books and other resources and maximizing the space available for

student study and other learning support activities. In planning for the 2013 bond construction, Library Services began evaluating compact shelving systems to standardize the collection storage at each campus and devote additional space to student study. Although the Pecan Campus library is not part of this construction, Library Services seeks to do the same on this campus.

Funds for this expenditure are budgeted in the Construction – Pecan Library Compact Shelving and Furniture budget for FY 2015-2016.

Recommendation:

It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 24, 2016 Board meeting the proposal awards, purchases, renewals, and amend previously approved purchase as listed below:

<p>A. Awards B. Instructional Items C. Non- Instructional Items</p>	<p>D. Technology Items E. Amend Previously Approved Purchase</p>
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A. Awards

- 1) **Audio Visual Equipment and Parts – I (Award):** award the proposal for audio visual equipment and parts – I to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$18,032.00;
- 2) **Audio Visual Equipment and Parts – II (Award):** award the proposal for audio visual equipment and parts – II to **Adorama, Inc.** (New York, NY), at a total amount of \$15,787.35;
- 3) **Audio Visual Equipment and Parts – III (Award):** award the proposal for audio visual equipment and parts – III to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$23,772.00;
- 4) **Cooper Center Conference Rooms Audio Visual Upgrade (Award):** award the proposal for the Cooper Center conference rooms audio visual upgrade to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$95,676.50;
- 5) **Distance Learning Lab Audio Visual Upgrade (Award):** award the proposal for the distance learning lab audio visual upgrade to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$23,960.00;
- 6) **Library Database Subscription (Award):** award the proposal for a library database subscription to **Amigos Library Services** (Dallas, TX), for the period beginning August 1, 2016 through July 31, 2017 with two one-year options to renew, at an amount of \$9,940.00;
- 7) **Metal Products for Welding Programs (Award):** award the proposal for the metal products for welding programs for the period beginning May 29, 2016 through May 28, 2017 with the two one-year options to renew, at an estimated amount of \$30,000.00 based on prior history. The vendors are as follows:
 - **Alamo Distribution, LLC/dba Alamo Iron Works** (San Antonio, TX)
 - **George Baldree Consulting** (Brownsville, TX) (New)

- **Industrial Suppliers Larey, Inc./dba International Industrial Supply, Co.** (Brownsville, TX)
 - **Rio Grande Steel** (Edinburg, TX)
 - **Rodriguez Pipe & Steel/dba Lone Star Steel & Supply** (McAllen, TX) (New)
- 8) **Science and Engineering Labs Analog to Digital Audio Visual Upgrades (Award):** award the proposal for science and engineering labs analog to digital audio visual upgrades to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$106,181.00;

B. Instructional Items

- 9) **Online Essay Review Services Agreement (Purchase):** purchase an online essay review services agreement with **Smarthinking/NCS Pearson, Inc.** (Chicago, IL), a sole source vendor, for the period beginning May 25, 2016 through August 31, 2016, at an estimated amount of \$10,000.00 which provides 400 service hours;
- 10) **Simulation Recording System (Purchase):** purchase a simulation recording system from **Laerdal Medical Corporation** (Wappingers Falls, NY), a sole source vendor, at a total amount of \$21,793.54;
- 11) **Spectrophotometers (Purchase):** purchase spectrophotometers from **Shimadzu Scientific Instruments** (Houston, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, at a total cost of \$44,724.62;

C. Non – Instructional Items

- 12) **Carpet and Installation (Purchase):** purchase carpet and installation from **Intertech Flooring** (Austin, TX/Mission, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, for the period beginning June 1, 2016 through May 31, 2017, at an estimated amount of \$25,000.00;
- 13) **Furniture (Purchase):** purchase furniture from the National Joint Powers Alliance (NJPA) and the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$143,417.35;

#	Vendor	Amount
A	Cramer, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$10,564.58
B	Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$9,886.38
C	The Hon Company/Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$1,743.96
D	Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$121,222.43
	Total	\$143,417.35

- 14) **Shuttle Buses (Purchase):** purchase of shuttle buses from **National Bus Sales** (Justin, TX), a Houston Galveston Area Council (HGAC) approved vendor, at a total cost of \$363,975.75;
- 15) **Training Services (Purchase):** purchase of training services from **The University of Texas Rio Grande Valley (UTRGV)** (McAllen, TX) through an interlocal

agreement, for the period beginning June 29, 2016 through July 1, 2016, at a total cost of \$29,250.00;

- 16) Architectural On-Call Services (Renewal):** renew the contracts for architectural on-call services as needed for district wide non-bond construction projects less than \$500,000.00 in total construction costs for the period beginning June 27, 2016 through June 26, 2017 with the following vendors:
 - a. **Boultinghouse Simpson Gates Architects** (McAllen, TX)
 - b. **EGV Architects, Inc.** (Hidalgo, TX)
 - c. **ERO International, LLP.** (McAllen, TX)
 - d. **PBK Architects, Inc.** (McAllen, TX)
 - e. **Rike Odgen Figueroa Alex Architects, Inc.** (McAllen, TX)
- 17) Grounds Maintenance (Renewal):** renew the grounds maintenance contract with **Maldonado Nursery & Landscape, Inc.** (La Feria, TX), for the period beginning July 26, 2016 through July 25, 2017, at an estimated cost of \$266,894.00;
- 18) Mechanical, Electrical, and Plumbing Engineering On-Call Services (Renewal):** renew the contracts for mechanical, electrical, and plumbing engineering on-call services as needed for district wide non-bond construction projects less than \$300,000.00 in total construction costs for the period beginning July 26, 2016 through July 25, 2017 with the following vendors:
 - a. **DBR Engineering Consultants, Inc.** (McAllen, TX)
 - b. **Half Associates, Inc.** (McAllen, TX)
 - c. **Sigma HN Engineers, PLLC.** (McAllen, TX)
- 19) Online Employee Training Services (Renewal):** renew the online employee training services contract with **Workplace Answer, LLC.** (Austin, TX) for the period beginning July 1, 2016 through June 30, 2017, at a total amount of \$14,995.00;
- 20) 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 23, 2016 through August 26, 2017, at an estimated amount of \$40,177.60;

D. Technology

- 21) Application Management Services (Purchase):** purchase application management services from **Texas A & M University – Corpus Christi** on behalf of the **Texas Connection Consortium** and **Ellucian Company, LP.** for the period beginning June 1, 2016 through August 31, 2018, at a total amount of \$644,684.00. The annual payments are as follows: 1st Year - \$72,924.00, 2nd Year - \$287,622.00, and 3rd Year - \$284,138.00;
- 22) 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 the Texas Cooperative Purchasing Network (TCPN) approved vendor **CDW Government** (Vernon Hill, IL), in the total amount of \$46,793.61;
- 23) Integration Services (Purchase):** purchase of integration services from **Texas A&M University-Corpus Christi** on behalf of **Texas Connection Consortium** and **Ellucian Company, LP.**, for the period beginning May 25, 2016 through August 31, 2016, at a total cost of \$20,196.00;

- 24) Online Catalog Management Software (Purchase):** purchase an online catalog management software from **Leepfrog Technologies** (Iowa City, IA) (New), a sole source vendor, for a cost of \$89,000.00 for the period beginning June 1, 2016 through May 31, 2017. It will include the software license, delivery services, and transition services for the first year of service. On-going cost after the initial year will be \$16,020.00 per year, which includes ongoing support services, upgrades and modifications, maintenance, and training as needed;
- 25) Network Cabling Services (Renewal):** renew the network cabling services contract with **BridgeNet Communications, LLC.** (Donna, TX), for the period beginning July 26, 2016 through July 25, 2017, at an estimated amount of \$75,000.00;
- 26) Software Maintenance and Support Agreements (Renewal):** renew the software maintenance and support agreements with **Evisions** (Irvine, CA), a sole source vendor, for the period beginning April 1, 2016 through July 31, 2017, at a total amount of \$22,902.00;

E. Amend Previously Approved Purchase

- 27) Pecan Campus Library Compact Shelving and Installation (Purchase):** at the April 26, 2016 Board Meeting, the Board of Trustees approved the purchase of the Pecan Campus Library Compact Shelving, Installation, and Services from Library Design Systems, Inc. in the amount of \$337,269.64. In discussion with the manufacturer, the purchase order needs to be amended as follows:
- **Compact Shelving and Installation** - Change vendor from Library Design Systems, Inc. (authorized dealer) to **Montel Aetnastak, Inc.** (Satellite Beach, FL) (New), (manufacturer), the State of Texas Multiple Award Schedule (TXMAS) approved vendor. The purchase order is required to be issued to the manufacturer instead of the dealer, according to the TXMAS program.
 - **Services** - Remove the services from the purchase, as per manufacturer's request. Services included removing books from the shelves, packing books for storage, disassembling book shelves, unpacking of books, and re-shelving books. The College plans to issue a new RFP in the future to expand the services to cover this project and additional proposed project, such as the 2013 Bond Construction library projects.
 - **Total Purchase Amount** - Decrease from \$337,269.64 to \$283,121.63, which will cover the Compact Shelving and Installation.

Recommend Action - The total for all proposal awards, purchases, renewals, and amend previously approved purchase is \$2,465,273.95.

SOUTH TEXAS COLLEGE
1. AUDIO VISUAL EQUIPMENT AND PARTS - I
PROJECT NO. 15-16-1067

NAME		Adorama, Inc.	Audio Visual Aids		Visual Innovations Company, Inc.			
ADDRESS		42 West 18th St	2903 N Flores St		7042 Alamo Downs Pkwy Ste 300			
CITY/STATE/ZIP		New York, NY 10011	San Antonio, TX 78212		San Antonio, TX 78238			
PHONE		212-741-0401	800-422-1282		210-477-5260			
FAX		646-758-8558	800-854-8140		512-334-1133			
CONTACT		Alba Castillo	Ernest Mendez		Chris Murgu			
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Project 1: Concepts Rooms								
1	2	MLC Plus 50 MediaLink Plus Controller, White and Black Faceplates, 2 Gang	No Bid	No Bid	\$576.00	\$1,152.00	\$556.18	\$1,112.36
2	2	MPA 401-70V Mono 70 Amplifier - 40 Watts	No Bid	No Bid	\$262.00	\$524.00	\$252.81	\$505.62
3	2	A Mini/25 3.5 mm Male to Male Stereo Audio Cables	No Bid	No Bid	\$8.50	\$17.00	\$6.74	\$13.48
4	2	DVID DL Pro/50 Dual Link DVI-D Cables from 3' to 200'	No Bid	No Bid	\$262.00	\$524.00	\$252.81	\$505.62
5	2	HDMI DVI-D/35 Standard Speed HDMI to DVI-D Cables from 3' to 50'	No Bid	No Bid	\$157.00	\$314.00	\$151.69	\$303.38
6	2	HDMI Ultra/6 Ultra Flexible High Speed HDMI Cables	No Bid	No Bid	\$48.00	\$96.00	\$39.33	\$78.66
7	2	DTP HDMI 4K 330 TX Long Distance DTP Transmitter for HDMI	No Bid	No Bid	\$320.00	\$640.00	\$308.99	\$617.98
8	2	DTP HDMI 4K 330 Rx Long Distance DTP Receiver for HDMI	No Bid	No Bid	\$320.00	\$640.00	\$308.99	\$617.98
9	2	HDMI Micro/3 MicroDigital Ultra-Flexible HDMI Cables	No Bid	No Bid	\$34.00	\$68.00	\$28.09	\$56.18
10	2	46" High-Performance LED-Backlit LCD Display	\$1,203.50	\$2,407.00	\$1,189.00	\$2,378.00	\$1,467.78	\$2,935.56
11	2	Large Fusion Adjustable Floor AV Stand	\$798.50	\$1,597.00	\$849.00	\$1,698.00	\$805.77	\$1,611.54
12	2	Large Flat Panel Swing Arm Wall Display Mount – 25" Extension	\$325.55	\$651.10	\$349.00	\$698.00	\$346.53	\$693.06
13	2	Fusion Large Flat Panel Ceiling Mount	\$229.99	\$459.98	\$221.00	\$442.00	\$220.88	\$441.76
14	2	Suspended Ceiling Kit	\$140.00	\$280.00	\$119.00	\$238.00	\$121.13	\$242.26
15	2	18" Fixed Extension Column	\$29.60	\$59.20	\$32.00	\$64.00	\$25.52	\$51.04
16	2	18-24" Adjustable Extension Column	\$95.20	\$190.40	\$89.00	\$178.00	\$82.26	\$164.52

SOUTH TEXAS COLLEGE
1. AUDIO VISUAL EQUIPMENT AND PARTS - I
PROJECT NO. 15-16-1067

NAME			Adorama, Inc.		Audio Visual Aids		Visual Innovations Company, Inc.	
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
17	2	High Definition Ceiling Mounted Document Camera	No Bid	No Bid	\$1,659.00	\$3,318.00	\$1,873.33	\$3,746.66
18	1	Shipping and Handling	\$0.00	\$0.00	\$260.00	\$260.00	\$513.66	\$513.66
Project 1 Sub-Total			\$5,644.68		\$13,249.00		\$14,211.32	
Project 2: Starr County Cyber Lounge Upgrade								
1	1	MLC 104 IP Plus AAP MediaLink Controller with Ethernet Control and AAP Opening, Black Faceplate	No Bid	No Bid	\$618.00	\$618.00	\$617.98	\$617.98
2	2	HDMI Pro/50 High Speed and Standard Speed HDMI Cables	No Bid	No Bid	\$216.00	\$432.00	\$207.87	\$415.74
3	1	HDMI Pro/25 High Speed and Standard Speed HDMI Cables	No Bid	No Bid	\$122.00	\$122.00	\$106.74	\$106.74
4	1	HDMI Ultra/6 Ultra Flexible High Speed HDMI Cables	No Bid	No Bid	\$48.00	\$48.00	\$39.33	\$39.33
5	1	VGA M-M MD/50 Male to Male VGA Cables - Molded Connectors	No Bid	No Bid	\$71.00	\$71.00	\$68.54	\$68.54
6	1	VGA-A M-M MD/25 Male to Male VGA and Audio Cables - Molded Connectors 25'	No Bid	No Bid	\$68.00	\$68.00	\$56.18	\$56.18
7	1	VGA-A M-M MD/6 Male to Male VGA and Audio Cables Molded Connectors 6'	No Bid	No Bid	\$30.00	\$30.00	\$24.72	\$24.72
8	1	DA2 HD 4K 4K HDMI Distribution Amplifier, Two Output	No Bid	No Bid	\$402.00	\$402.00	\$387.64	\$387.64
9	1	P/2 DA2xi MT Two Output VGA and Audio Distribution Amplifier	No Bid	No Bid	\$353.00	\$353.00	\$340.45	\$340.45
10	1	Two USB A Female to Two USB B Female on 10" Pigtails, Black	No Bid	No Bid	\$55.00	\$55.00	\$44.94	\$44.94
11	1	One HDMI Female to Female on 10" Pigtail, Black	No Bid	No Bid	\$55.00	\$55.00	\$44.94	\$44.94
12	1	Interface Remote Connector Plate, Interface AAP, Black	No Bid	No Bid	\$74.00	\$74.00	\$64.04	\$64.04
13	1	A RCA/6 RCA Male to Male Stereo Audio Cables	No Bid	No Bid	\$7.00	\$7.00	\$5.62	\$5.62
14	1	CSR 6 Captive Screw to RCA Female Audio Adapter	No Bid	No Bid	\$18.00	\$18.00	\$14.61	\$14.61
15	1	CSM 6 Captive Screw to Female 3.5 mm Mini Stereo Jack Adapter	No Bid	No Bid	\$18.00	\$18.00	\$14.61	\$14.61

SOUTH TEXAS COLLEGE
1. AUDIO VISUAL EQUIPMENT AND PARTS - I
PROJECT NO. 15-16-1067

NAME			Adorama, Inc.		Audio Visual Aids		Visual Innovations Company, Inc.	
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
16	1	A Mini/6 3.5 mm Male to Male Stereo Audio Cables	No Bid	No Bid	\$4.50	\$4.50	\$3.37	\$3.37
17	1	DPM-HDMIF Display Port Male to HDMI Female Active Adapter - 6" Pigtail	No Bid	No Bid	\$34.00	\$34.00	\$28.09	\$28.09
18	1	55" LCD Display Monitor 1080P with Speakers, 3 Years Warranty	\$1,645.00	\$1,645.00	\$1,619.00	\$1,619.00	\$2,320.00	\$2,320.00
19	1	Large Flat Panel Swing Arm Wall Display Mount - 25" Extension	\$325.55	\$325.55	\$349.00	\$349.00	\$346.53	\$346.53
20	1	X-Large Fusion Micro-Adjustable Tilt Wall Mount	\$255.00	\$255.00	\$229.00	\$229.00	\$228.00	\$228.00
21	1	10' Stereo 3.5mm Male to Dual RCA Male Y-Cable	\$6.39	\$6.39	\$4.50	\$4.50	\$4.71	\$4.71
22	2	USB 2.0 A Male To B Male Cable - 15'	\$4.99	\$9.98	\$6.00	\$12.00	\$5.00	\$10.00
23	1	MaxBlox DB9 Male to Terminal Block Connector	No Bid	No Bid	\$17.00	\$17.00	\$19.18	\$19.18
24	1	MaxBlox Clamshell Hood for MaxBlox CD-MX (HD15 & DB9) Connectors	No Bid	No Bid	\$3.00	\$3.00	\$3.41	\$3.41
25	1	Shipping and Handling	\$0.00	\$0.00	\$140.00	\$140.00	\$325.00	\$325.00
Project 2: Sub-Total			\$2,241.92		\$4,783.00		\$5,534.37	
TOTAL AMOUNT PROPOSED			\$7,886.60		\$18,032.00		\$19,745.69	
TOTAL EVALUATION POINTS			52		97.25		93	
RANKING			3		1		2	

SOUTH TEXAS COLLEGE
1. AUDIO VISUAL EQUIPMENT AND PARTS - I
PROJECT NO. 15-16-1067
EVALUATION FORM

NAME		Adorama, Inc.		Audio Visual Aids		Visual Innovations Company, Inc.	
ADDRESS		42 West 18th St		2903 N Flores St		7042 Alamo Downs Pkwy Ste 300	
CITY/STATE/ZIP		New York, NY 10011		San Antonio, TX 78212		San Antonio, TX 78238	
PHONE		212-741-0401		800-422-1282		210-477-5260	
FAX		646-758-8558		800-854-8140		512-334-1133	
CONTACT		Alba Castillo		Ernest Mendez		Chris Murgo	
1	The purchase price. (up to 50 points)	10	10	50	50	46	46
		10		50		46	
		10		50		46	
		10		50		46	
2	The reputation of the vendor and the vendor's goods and/or services. (up to 10 points)	9	9.25	8	9.5	9	9
		10		10		9	
		9		10		9	
		9		10		9	
3	The quality of the vendor's goods and/or services. (up to 18 points)	10	15.25	14	17	14	17
		18		18		18	
		18		18		18	
		15		18		18	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 18 points)	9	14.75	14	17	14	17
		18		18		18	
		18		18		18	
		14		18		18	
5	The vendor's past relationship with the College. (up to 3 points)	2	2.75	2	2.75	3	3
		3		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	1	1
		0		1		1	
		0		1		1	
		0		1		1	
TOTAL EVALUATION POINTS		52		97.25		93	
RANKING		3		1		2	

SOUTH TEXAS COLLEGE
2. AUDIO VISUAL EQUIPMENT AND PARTS - II
PROJECT NO. 15-16-1068

NAME			Adorama, Inc.		Audio Visual Aids		Visual Innovations Company, Inc.	
ADDRESS			42 West 18th St		2903 N Flores St		7042 Alamo Downs Pkwy Ste 300	
CITY/STATE/ZIP			New York, NY 10011		San Antonio, TX 78212		San Antonio, TX 78238	
PHONE			212-741-0401		800-422-1282		210-477-5260	
FAX			646-658-8558		800-854-8140		512-334-1133	
CONTACT			Alba Castillo		Ernest Mendez		Chris Murgo	
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	9	12" 2-Way Line Array Loudspeaker, Black	\$ 1,404.25	\$ 12,638.25	\$ 1,450.00	\$13,050.00	\$ 1,474.86	\$ 13,273.74
2	3	Forged-Shoulder Steel Eyebolt Kit-C	\$ 36.90	\$ 110.70	\$ 41.00	\$ 123.00	\$ 33.52	\$ 100.56
3	2	1,000-Watt 18"Subwoofer, Black	\$ 1,496.75	\$ 2,993.50	\$ 1,532.00	\$ 3,064.00	\$ 1,558.66	\$ 3,117.32
4	1	Steel Eyebolt Kit for KLA181	\$ 44.90	\$ 44.90	\$ 53.00	\$ 53.00	\$ 43.58	\$ 43.58
5	1	Shipping and Handling	\$ -	\$ -	\$ -	\$ -	\$ 25.00	\$ 25.00
TOTAL AMOUNT PROPOSED			\$15,787.35		\$16,290.00		\$16,560.20	
TOTAL EVALUATION POINTS			97.75		96		93.85	
RANKING			1		2		3	

SOUTH TEXAS COLLEGE
2. AUDIO VISUAL EQUIPMENT AND PARTS - II
PROJECT NO. 15-16-1068
EVALUATION FORM

NAME		Adorama, Inc.		Audio Visual Aids		Visual Innovations Company, Inc.	
ADDRESS		42 West 18th St		2903 N Flores St		7042 Alamo Downs Pkwy	
CITY/STATE/ZIP		New York, NY 10011		San Antonio, TX 78212		San Antonio, TX 78238	
PHONE		212-741-0401		800-422-1282		210-477-5260	
FAX		646-658-8558		800-854-8140		512-334-1133	
CONTACT		Alba Castillo		Ernest Mendez		Chris Murgo	
1	The purchase price. (up to 50 points)	50	50	48	48	47.6	47.6
		50		48		47.6	
		50		48		47.6	
		50		48		47.6	
2	The reputation of the vendor and the vendor's goods and/or services. (up to 10 points)	9	9.5	9	9.75	8	8.5
		10		10		9	
		9		10		8	
		10		10		9	
3	The quality of the vendor's goods and/or services. (up to 18 points)	17	17.75	18	18	16	17.5
		18		18		18	
		18		18		18	
		18		18		18	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 18 points)	18	17.75	16	16.25	16	16.5
		18		17		17	
		17		15		16	
		18		17		17	
5	The vendor's past relationship with the College. (up to 3 points)	3	2.75	3	3	3	2.75
		3		3		3	
		2		3		2	
		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	1	1
		0		1		1	
		0		1		1	
		0		1		1	
TOTAL EVALUATION POINTS		97.75		96		93.85	
RANKING		1		2		3	

SOUTH TEXAS COLLEGE
3. AUDIO VISUAL EQUIPMENT AND PARTS - III
PROJECT NO. 15-16-1069

NAME		Audio Visual Aids	Summit Integration Systems		Visual Innovations Company, Inc.			
ADDRESS		2903 N Flores St	2732 S.P.I.D PMB #382		7042 Alamo Downs Pkwy Ste 300			
CITY/STATE/ZIP		San Antonio, TX 78212	Corpus Christi, TX 78414		San Antonio, TX 78238			
PHONE		800-422-1282	361-500-9320		210-477-5260			
FAX		800-854-8140			512-334-1133			
CONTACT		Ernest Mendez	Jim Brooks		Chris Murgo			
#	Qty	Description	Unit Price	Extension			Unit Price	Extension
1	1	TruTouch 700 HD LED Multi-touch Display	\$ 3,763.00	\$ 3,763.00	\$ 3,828.00	\$ 3,828.00	\$ 4,885.23	\$ 4,885.23
2	2	TruTouch X7 Unified Collaboration System	\$ 9,202.00	\$18,404.00	\$ 9,550.00	\$19,100.00	\$ 9,717.98	\$ 19,435.96
3	1	TruTouch On-Board Computer, 4 GB RAM, HD Video Resolution, i5-4300M 2.6 GHz CPU, 128G SATA SSD Hard Disk and Built-in WiFi	\$ 786.00	\$ 786.00	\$ 775.00	\$ 775.00	\$ 1,192.05	\$ 1,192.05
4	1	TruTouch 550/650/700 Mobile Stand	\$ 819.00	\$ 819.00	\$ 729.00	\$ 729.00	\$ 907.95	\$ 907.95
5	1	Shipping and Handling	\$ -	\$ -	\$ -	\$ -	\$ 25.00	\$ 25.00
TOTAL AMOUNT PROPOSED			\$23,772.00		\$24,432.00		\$26,446.19	
TOTAL EVALUATION POINTS			97.25		88.75		89.25	
RANKING			1		3		2	

SOUTH TEXAS COLLEGE
3. AUDIO VISUAL EQUIPMENT AND PARTS - III
PROJECT NO. 15-16-1069
EVALUATION FORM

NAME		Audio Visual Aids		Summit Integration Systems		Visual Innovations Company, Inc.	
ADDRESS		2903 N Flores St		2732 S.P.I.D PMB #382		7042 Alamo Downs Pkwy Ste 300	
CITY/STATE/ZIP		San Antonio, TX 78212		Corpus Christi, TX 78414		San Antonio, TX 78238	
PHONE		800-422-1282		361-500-9320		210-477-5260	
FAX		800-854-8140				512-334-1133	
CONTACT		Ernest Mendez		Jim Brooks		Chris Murgo	
1	The purchase price. (up to 50 points)	50	50	49	49	45	45
		50		49		45	
		50		49		45	
		50		49		45	
2	The reputation of the vendor and the vendor's goods and/or services. (up to 10 points)	8	9.5	7	8.25	7	8.5
		10		9		9	
		10		9		9	
		10		8		9	
3	The quality of the vendor's goods and/or services. (up to 18 points)	14	16.75	9	14.5	13	16
		18		18		18	
		18		18		18	
		17		13		15	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 18 points)	14	17	9	15	13	16.5
		18		18		18	
		18		18		18	
		18		15		17	
5	The vendor's past relationship with the College. (up to 3 points)	3	3	2	2	2	2.25
		3		2		2	
		3		2		2	
		3		2		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)	1	1	0	0	1	1
		1		0		1	
		1		0		1	
		1		0		1	
TOTAL EVALUATION POINTS		97.25		88.75		89.25	
RANKING		1		3		2	

SOUTH TEXAS COLLEGE
4. COOPER CENTER CONFERENCE ROOMS AUDIO VISUAL UPGRADE
PROJECT NO. 15-16-1065

NAME		Audio Visual Aids	Visual Innovations Company, Inc.
ADDRESS		2903 N Flores St	7042 Alamo Downs Pkwy Ste 300
CITY/STATE/ZIP		San Antonio, TX 78212	San Antonio, TX 78238
PHONE		800-422-1282	210-477-5260
FAX		800-854-8140	512-334-1133
CONTACT		Ernest Mendez	Chris Murgó
#	Description	Proposed	Proposed
1	Cooper Conference Rooms Audio Visual Upgrade Includes: Equipment, Installation, and Cables	\$ 95,676.50	\$ 129,759.03
TOTAL AMOUNT PROPOSED		\$ 95,676.50	\$ 129,759.03
TOTAL EVALUATION POINTS		97	82.5
RANKING		1	2

SOUTH TEXAS COLLEGE
4. COOPER CENTER CONFERENCE ROOMS AUDIO VISUAL UPGRADE
PROJECT NO. 15-16-1065
EVALUATION FORM

NAME		Audio Visual Aids	Visual Innovations Company, Inc.		
ADDRESS		2903 N Flores St	7042 Alamo Downs Pkwy #300		
CITY/STATE/ZIP		San Antonio, TX 78212	San Antonio, TX 78238		
PHONE		800-422-1282	210-477-5260		
FAX		800-854-8140	512-334-1133		
CONTACT		Ernest Mendez	Chris Murgo		
1	The purchase price. (up to 45 points)	45	45	33	33
		45		33	
		45		33	
		45		33	
2	The reputation of the vendor and the vendor's goods and/or services. (up to 15 points)	13	14.5	12	13.75
		15		14	
		15		15	
		15		14	
3	The quality of the vendor's goods and/or services. (up to 16 points)	13	14.5	13	14.25
		15		14	
		16		15	
		14		15	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 20 points)	16	19	15	18.25
		20		20	
		20		18	
		20		20	
5	The vendor's past relationship with the College. (up to 3 points)	3	3	2	2.25
		3		3	
		3		2	
		3		2	
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)	1	1	1	1
		1		1	
		1		1	
		1		1	
TOTAL EVALUATION POINTS		97	82.5		
RANKING		1	2		

SOUTH TEXAS COLLEGE
5. DISTANCE LEARNING LAB AUDIO VISUAL UPGRADE
PROJECT NO. 15-16-1064

NAME		Audio Visual Aids	Visual Innovations Company, Inc.			
ADDRESS		2903 N Flores St	7042 Alamo Downs Pkwy #300			
CITY/STATE/ZIP		San Antonio, TX 78212	San Antonio, TX 78238			
PHONE		800-422-1282	210-477-5260			
FAX		800-854-8140	512-334-1133			
CONTACT		Ernest Mendez	Chris Murgo			
#	Qty	Description	Unit Price	Extension	Unit Price	Extension
1	1	7" Tabletop TouchLink Pro touch panel	\$ 1,191.00	\$ 1,191.00	\$ 1,216.67	\$ 1,216.67
2	1	Eight input HDCP-compliant scaling presentation switcher with DTP 330 extension, control processor, 70V amp, Link License	\$ 3,333.00	\$ 3,333.00	\$ 3,433.33	\$ 3,433.33
3	1	Long distance eight output DTP distribution amplifier	\$ 2,179.00	\$ 2,179.00	\$ 2,216.67	\$ 2,216.67
4	5	Long distance HDMI DTP receiver	\$ 320.00	\$ 1,600.00	\$ 305.56	\$ 1,527.80
5	1	Long distance HDMI DTP transmitter	\$ 320.00	\$ 320.00	\$ 305.56	\$ 305.56
6	4	Two input USB switcher	\$ 344.00	\$ 1,376.00	\$ 327.78	\$ 1,311.12
7	7	6ft Ultra flexible high speed HDMI cable	\$ 48.00	\$ 336.00	\$ 38.89	\$ 272.23
8	1	3ft Standard speed HDMI to DVI-D cable	\$ 28.00	\$ 28.00	\$ 22.22	\$ 22.22
9	4	12ft Ultra flexible high speed HDMI cable	\$ 61.00	\$ 244.00	\$ 50.00	\$ 200.00
10	4	Display Port male to HDMI female active adapter	\$ 34.00	\$ 136.00	\$ 27.78	\$ 111.12
11	4	HDMI female to DVI-D male adapter	\$ 28.00	\$ 112.00	\$ 22.22	\$ 88.88
12	4	6ft Stereo mini audio cable	\$ 5.00	\$ 20.00	\$ 3.33	\$ 13.32
13	4	12ft Stereo mini audio cable	\$ 6.00	\$ 24.00	\$ 4.44	\$ 17.76
14	2	2RU Rack mount utility drawer	\$ 110.00	\$ 220.00	\$ 89.44	\$ 178.88
15	2	Guardian series security rack screw bit	\$ 13.00	\$ 26.00	\$ 9.70	\$ 19.40
16	1	Guardian series security rack screws, 100 pc	\$ 32.00	\$ 32.00	\$ 25.56	\$ 25.56
17	1	Premium rack screws, 100 pc	\$ 48.00	\$ 48.00	\$ 38.89	\$ 38.89

SOUTH TEXAS COLLEGE
5. DISTANCE LEARNING LAB AUDIO VISUAL UPGRADE
PROJECT NO. 15-16-1064

NAME			Audio Visual Aids		Visual Innovations Company, Inc.	
#	Qty	Description	Unit Price	Extension	Unit Price	Extension
18	1	20RU MFR series rack with casters, maple finish	\$ 599.00	\$ 599.00	\$ 548.33	\$ 548.33
19	1	20 outlet multi-mount rack mount power strip	\$ 74.00	\$ 74.00	\$ 62.78	\$ 62.78
20	3	6in USB 2.0 extension adapter cable	\$ 3.00	\$ 9.00	\$ 7.77	\$ 23.31
21	4	15ft USB extension cable, black	\$ 7.00	\$ 28.00	\$ 5.56	\$ 22.24
22	8	10ft USB extension cable, black	\$ 5.00	\$ 40.00	\$ 3.33	\$ 26.64
23	4	55" LED backlit display with integrated tuner	\$ 1,229.00	\$ 4,916.00	\$ 1,393.33	\$ 5,573.32
24	4	Large THINSTALL dual swing arm wall display mount	\$ 359.00	\$ 1,436.00	\$ 338.83	\$ 1,355.32
25	1	Ceiling mounted HD document camera	\$ 1,659.00	\$ 1,659.00	\$ 1,873.33	\$ 1,873.33
26	1	Ceiling mount bridge for CL510 document camera	\$ 226.00	\$ 226.00	\$ 236.67	\$ 236.67
27	2	75ft Shielded CAT 5e data cable, gray	\$ 22.00	\$ 44.00	\$ 19.54	\$ 39.08
28	2	75ft Shielded CAT 5e data cable, blue	\$ 22.00	\$ 44.00	\$ 19.54	\$ 39.08
29	2	75ft Shielded CAT 5e data cable, red	\$ 22.00	\$ 44.00	\$ 19.54	\$ 39.08
30	3	Full range flat field speakers, Pair	\$ 291.00	\$ 873.00	\$ 277.78	\$ 833.34
31	1	Labor for Installation w/ Hardware Cables needed	\$ 2,743.00	\$ 2,743.00		
32	1	Cables & Connectors & Misc Hardware			\$ 1,491.66	\$ 1,491.66
33	1	Integrations & Services			\$ 7,880.09	\$ 7,880.09
TOTAL AMOUNT PROPOSED			\$ 23,960.00		\$ 31,043.68	
TOTAL EVALUATION POINTS			97		84.5	
RANKING			1		2	

SOUTH TEXAS COLLEGE
5. DISTANCE LEARNING LAB AUDIO VISUAL UPGRADE
PROJECT NO. 15-16-1064
EVALUATION FORM

NAME		Audio Visual Aids	Visual Innovations Company, Inc.		
ADDRESS		2903 N Flores St	7042 Alamo Downs Pkwy #300		
CITY/STATE/ZIP		San Antonio, TX 78212	San Antonio, TX 78238		
PHONE		800-422-1282	210-477-5260		
FAX		800-854-8140	512-334-1133		
CONTACT		Ernest Mendez	Chris Murgo		
1	The purchase price. (up to 45 points)	45	45	35	35
		45		35	
		45		35	
		45		35	
2	The reputation of the vendor and the vendor's goods and/or services. (up to 15 points)	13	14.25	12	13.5
		14		13	
		15		14	
		15		15	
3	The quality of the vendor's goods and/or services. (up to 16 points)	13	14.75	13	14.5
		15		15	
		15		15	
		16		15	
4	The extent to which the vendor's goods and/or services meet the district's needs. (up to 20 points)	16	19	15	18.25
		20		20	
		20		20	
		20		18	
5	The vendor's past relationship with the College. (up to 3 points)	3	3	2	2.25
		3		3	
		3		2	
		3		2	
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)	1	1	1	1
		1		1	
		1		1	
		1		1	
TOTAL EVALUATION POINTS		97	84.5		
RANKING		1	2		

SOUTH TEXAS COLLEGE
6. LIBRARY DATABASE SUBSCRIPTION
PROJECT NO. 15-16-1060

	VENDOR	Amigos Library Services	West Publishing Corporation/dba West, a Thomson Reuters Business
	ADDRESS	14400 Midway Rd Ste 200	610 Opperman Dr
	CITY/STATE/ZIP	Dallas, TX 75244	Eagan, MN 55123
	PHONE	800-843-8482	651-687-7000
	FAX	972-991-6061	651-687-5686
	CONTACT	Charles Cason III	John S. Nelson
#	Description	Proposed	Proposed
1	Library Database Subscription Period: 8/1/2016 - 7/31/2017	\$9,940.00 Annually	\$1,693.45/Month \$20,321.40 Annually
Escalation			
2	2nd Year	2% or \$10,138.00	\$1,778.12/Month 5% or \$21,337.44 Annually
3	3rd Year	2% or \$10,341.00	\$1,867.03/Month 5% or \$22,404.36 Annually
TOTAL PROPOSAL AMOUNT		\$9,940.00	\$20,321.40
TOTAL EVALUATION POINTS		95.66	71.46
RANKING		1	2

SOUTH TEXAS COLLEGE
6. LIBRARY DATABASE SUBSCRIPTION
PROJECT NO. 15-16-1060

VENDOR		Amigos Library Services		West Publishing Corporation/dba West, a Thomson Reuters Business	
ADDRESS		14400 Midway Rd Ste 200		610 Opperman Dr	
CITY/STATE/ZIP		Dallas, TX 75244		Eagan, MN 55123	
PHONE		800-843-8482		651-687-7000	
FAX		972-991-6061		651-687-5686	
CONTACT		Charles Cason III		John S. Nelson	
1	The purchase price. (up to 40 points)	40	40	18.8	18.8
		40		18.8	
		40		18.8	
2	The reputation of the vendor's goods or services. (up to 15 points)	15	15	15	15
		15		15	
		15		15	
3	The quality of the goods or services. (up to 16 points)	16	16	15	15
		16		15	
		16		15	
4	The extent to which the goods or services meet the district's needs. (up to 20 points)	17	17.66	17	17.66
		18		18	
		18		18	
5	The vendor's past relationship with the College. (up to 3 points)	2	2	2	2
		2		2	
		2		2	
6	The impact on the ability of the College to comply with laws relating to historically underutilized businesses. (up to 1 point)	0	0	0	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)	5	5	3	3
		5		3	
		5		3	
TOTAL EVALUATION POINTS		95.66		71.46	
RANKING		1		2	

**SOUTH TEXAS COLLEGE
7. METAL PRODUCTS FOR WELDING PROGRAMS
PROJECT NO. 15-16-1063**

VENDOR	Alamo Distributing, LLC./ dba Alamo Iron Works	George Baldree Consulting	Industrial Supplier Larey, Inc./dba International Industrial Supply, Co.	Rio Grande Steel	Rodriguez Pipe & Steel/dba Lone Star Steel & Supply
ADDRESS	943 AT&T Center Pkwy San Antonio, TX 78219	285 Ruben Torres Sr Blvd #104 Brownsville, TX 78520	3620 E 14th St Brownsville, TX 78521	213 E Owassa Edinburg, TX 78541	2029 Beech Ave McAllen, TX 78501
CITY/STATE/ZIP	San Antonio, TX 78219	Brownsville, TX 78520	Brownsville, TX 78521	Edinburg, TX 78541	McAllen, TX 78501
PHONE	800-292-7817	956-280-3578	956-982-1350	956-702-4434	956-630-3385
FAX	210-04-8351		956-982-1397	956-702-4437	956-630-3886
CONTACT	Wayne Dennis	George Baldree	Moises Lara	Gene Espinoza	Omar Rodriguez
#	Description	Proposed	Proposed	Proposed	Proposed
1	Metal Products for Welding Program Discount	0%	5% Discount for paying invoice within 10 days from Date on Invoice	5%	10%
2	Benchmark	Price in effect at time of shipment	Discount applies only to invoices over \$1,000	Off Retail Computer Price	Wholesale
3	Delivery Charges	\$250.00+ steel orders are freight allowed for orders originating and shipping from Pharr or Brownsville warehouse and for delivery in the Lower Rio Grande Valley region of Texas. All steel orders incur a 2% Fuel Surcharge to a maximum of \$18.00.	Free shipping to all South Texas College locations.	\$20.00 per Invoice	\$20.00 each shipment McAllen area
ESCALATION					
4	2nd Year Escalation	+/- 10%	20%	No Response	5%
5	3rd Year Escalation	+/- 10%	20%	No Response	No Response
					Depends on Market
					No Response

SOUTH TEXAS COLLEGE

**8. SCIENCE AND ENGINEERING LABS ANALOG TO DIGITAL AUDIO VISUAL
PROJECT NO. 15-16-1066**

NAME		Audio Visual Aids	Visual Innovations Company, Inc.
ADDRESS		2903 N Flores St	7042 Alamo Downs Pkwy Ste #300
CITY/STATE/ZIP		San Antonio, TX 78212	San Antonio, TX 78238
PHONE		800-422-1282	210-477-5260
FAX		800-854-8140	512-334-1133
CONTACT		Ernest Mendez	Chris Murgo
#	Qty	Description	Proposed
1	1	Science and Engineering Labs - Analog to Digital Audio Visual (7 Rooms) Includes: Equipment, Installation, and Cables	\$ 106,181.00
TOTAL AMOUNT PROPOSED		\$ 106,181.00	\$ 124,390.21
TOTAL EVALUATION POINTS		97.5	86.25
RANKING		1	2

SOUTH TEXAS COLLEGE
8. SCIENCE AND ENGINEERING LABS ANALOG TO DIGITAL AUDIO VISUAL
PROJECT NO. 15-16-1066
EVALUATION FORM

NAME		Audio Visual Aids	Visual Innovations Company, Inc.		
ADDRESS		2903 N Flores St	7042 Alamo Downs Pkwy #300		
CITY/STATE/ZIP		San Antonio, TX 78212	San Antonio, TX 78238		
PHONE		800-422-1282	210-477-5260		
FAX		800-854-8140	512-334-1133		
CONTACT		Ernest Mendez	Chris Murgo		
1	The purchase price. (up to 45 points)	45	45	38	38
		45		38	
		45		38	
		45		38	
2	The reputation of the vendor and the vendor's goods and/or services. (up to 15 points)	13	14.25	12	13
		15		14	
		15		13	
		14		13	
3	The quality of the vendor's goods and/or services. (up to 16 points)	15	15.25	15	14.5
		15		15	
		16		14	
		15		14	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 20 points)	16	19	15	17.25
		20		20	
		20		18	
		20		16	
5	The vendor's past relationship with the College. (up to 3 points)	3	3	2	2.5
		3		2	
		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)	1	1	1	1
		1		1	
		1		1	
		1		1	
TOTAL EVALUATION POINTS		97.5	86.25		
RANKING		1	2		

SOUTH TEXAS COLLEGE
9. ONLINE ESSAY REVIEW SERVICES AGREEMENT
QUOTE NO. R0075698

NAME			Smarthinking/ NCS Pearson, Inc.	
ADDRESS			13036 Collection Center Dr	
CITY/STATE/ZIP			Chicago IL 60693	
PHONE			801-957-1803	
CONTACT			Marjorie McEntire	
#	Qty	Description	Unit Price	Extension
1	1	Online Essay Review Services Quantity: 400 Hours Period: 5/25/16 - 8/31/16	\$ 10,000.00	\$ 10,000.00
TOTAL AMOUNT			\$ 10,000.00	

SOUTH TEXAS COLLEGE
10. SIMULATION RECORDING SYSTEM
QUOTE NO. R0075131

NAME		Laerdal Medical Corporation		
ADDRESS		167 Myers Corners Rd		
CITY/STATE/ZIP		Wappingers Falls, NY 12590		
PHONE		877-523-7325		
FAX		800-227-1143		
CONTACT		Sherri Brister		
#	Qty	Description	Unit Price	Extension
1	1	SimView/AVS Trade US-Digit/Analog	\$ 13,870.00	\$ 13,870.00
2	1	Shipping & Handling	\$ 29.06	\$ 29.06
3	1	Automatic Delivery Module	\$ 7,880.00	\$ 7,880.00
4	1	Shipping & Handling	\$ 14.48	\$ 14.48
TOTAL AMOUNT			\$	21,793.54

SOUTH TEXAS COLLEGE
11. SPECTROPHOTOMETERS
QUOTE NO. R0075154

NAME			Shimadzu Scientific Instruments	
ADDRESS			9940 W Sam Houston Pkwy S	
CITY/STATE/ZIP			Houston, TX 77099	
PHONE			800-739-1942	
CONTACT			Nathan Adcox	
#	Qty	Description	Unit Price	Extension
1	2	Iraffinity-1S FTIR Spectrophotometer	\$ 15,159.37	\$ 30,318.74
2	2	Quest ATR Diamond Accessory-Black Top Plate	\$ 6,798.00	\$ 13,596.00
3	2	Installation and Customer Familiarization	\$ -	\$ -
4	2	1 Year Warranty	\$ -	\$ -
5	2	Standard Workstation PC - Win 7 Pro 64bit	\$ 1,913.19	\$ 3,826.38
6	2	Dell E1910 19" Flat Panel LCD	\$ 225.00	\$ 450.00
7	1	Less Discount	\$ (3,466.50)	\$ (3,466.50)
TOTAL AMOUNT			\$ 44,724.62	

**SOUTH TEXAS COLLEGE
12. CARPET AND INSTALLATION**

NAME		Intertech Flooring		
ADDRESS		P O Box 17217		
CITY/STATE/ZIP		Austin, TX 78760		
LOCAL ADDRESS		1301 Business Park Dr Ste D Mission, TX 78572		
PHONE		956-584-3592		
CONTACT		Vicente Garza		
#	Qty	Description	Unit Price	Extension
1	1	Carpet and Installation Period: 6/1/16 - 5/31/17	\$ 25,000.00	\$ 25,000.00
TOTAL AMOUNT			\$	25,000.00

**SOUTH TEXAS COLLEGE
13. DISTRICT WIDE FURNITURE REQUEST
MAY 24, 2016**

#	Qty	Description	Unit Price	Extension	Requesting Department
Cramer, Inc./Gateway Printing and Office Supply, Inc. (TXMAS)					
1	26	RPMM2-225 Cramer Rhino Plus Medium Back chair	\$375.62	\$9,766.12	Biology Program - Murad Odeh
	1	Adm Fee	\$148.46	\$148.46	Lab stools will replace old and broken stools located Mid Valley Campus labs
2	1	Installation	\$650.00	\$650.00	
		Cramer Inc. Total		\$10,564.58	
Exemplis Corporation/Gateway Printing and Office Supply, Inc. (TXMAS)					
1	4	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	\$346.86	\$1,387.44	Computer Science Program - Saeed Molki Chairs will be used to replace old and broken staff chairs for the Computer Science Program
2	3	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	\$346.86	\$1,040.58	PCN Library Compact Shelving and Furniture - FFE - Dr. Shirley A. Reed Chairs will be used in the Pecan Library 1st Floor Service Desk
3	1	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	\$346.86	\$346.86	Business Office - Myriam Lopez Office Chair for Comptroller
4	1	Compositum Flaire Seating Sofa 34Hx77Wx28D	\$1,588.88	\$1,588.88	Student Financial Services - Miguel Carranza
	4	Compositum Flaire Seating Club 34H X 33W X 28D	\$907.52	\$3,630.08	Lounge Seating for the Veterans Office
	1	Mezzanine Round Table 24Wx24Dx24H	\$546.07	\$546.07	
	1	Mezzanine Oval Top Table 48Wx24Dx18H	\$641.47	\$641.47	
5	1	Installation	\$705.00	\$705.00	
		Exemplis Corporation Total		\$9,886.38	
The Hon Company/Gateway Printing & Office Supply, Inc. (TXMAS)					
1	2	HSC2472 5-Shelf Storage Cabinet, Black	\$360.99	\$721.98	World Language Program - Delia Magdalen Storage Cabinets for the World Language Program Computers located at Pecan Campus
2	2	HSC2472 5-Shelf Storage Cabinet, Black	\$360.99	\$721.98	Student Financial Services - Miguel Carranza Storage Cabinets will be used in the Veterans Office
3	1	Installation	\$300.00	\$300.00	
		The Hon Company Total		\$1,743.96	

SOUTH TEXAS COLLEGE
13. DISTRICT WIDE FURNITURE REQUEST
MAY 24, 2016

#	Qty	Description	Unit Price	Extension	Requesting Department
Krueger International, Inc./Gateway Printing and Office Supply, Inc. (TXMAS/National Joint Power Alliance)					
1	4	WBWD2436-74P WorkZone w/Power Basic Worksurface Laminate	\$530.88	\$2,123.52	CADD Program - Sara Lozano
	8	WBWD2472-74P WorkZone w/Power Basic Worksurface Laminate	\$796.32	\$6,370.56	Tables and chairs will replace the outdated drafting tables that are no longer used in the CADD lab located at Technology Campus Bldg A207. The new furniture will help increase access to emerging technologies
	4	WZ.T6PL29 WorkZone Floor Infeed for 29" Tall Table	\$158.40	\$633.60	
	8	WZ.T6RECP.1 WorkZone Receptacle, 810 6-2-2 (1.12")	\$12.00	\$96.00	
	12	WZ.T6RECP.4I WorkZone Receptacle, 810 6-2-2 (1.12")	\$12.00	\$144.00	
	8	WZ.T6SC18 WorkZone 810 6-2-2 Table to Table Jumper	\$56.64	\$453.12	
	16	SNNAU Strive Nesting Armless Chair	\$228.98	\$3,663.68	
	8	HUN2060-74P Hurry Up Tables 20x60"	\$533.76	\$4,270.08	
2	6	WBWD2436-74P WorkZone w/Power Basic Worksurface Laminate	\$530.88	\$3,185.28	CADD Program - Sara Lozano
	6	WBWD2472-74P WorkZone w/Power Basic Worksurface Laminate	\$796.32	\$4,777.92	Tables and chairs will replace the outdated drafting tables that are no longer used in the CADD lab located at Technology Campus Bldg A208. The new furniture will help increase access to emerging technologies
	6	WZ.T6PL29 WorkZone Floor Infeed for 29" Tall Table	\$158.40	\$950.40	
	6	WZ.T6RECP.1 WorkZone Receptacle, 810 6-2-2 (1.12")	\$12.00	\$72.00	
	12	WZ.T6RECP.4I WorkZone Receptacle, 810 6-2-2 (1.12")	\$12.00	\$144.00	
	6	WZ.T6SC18 WorkZone 810 6-2-2 Table to Table Jumper	\$56.64	\$339.84	
	16	SNNAU Strive Nesting Armless Chair	\$228.98	\$3,663.68	
	8	HUN2060-74P Hurry Up Tables 20x60"	\$533.76	\$4,270.08	
3	14	TPNAU Torsion Pedestal Armless Chair	\$327.36	\$4,583.04	BAT/BAS Program - Ali Esmaili
					Chairs will be used by adjunct faculty in the BAT program at the Pecan Campus
4	40	TPNAU Torsion Pedestal Armless Chair	\$327.36	\$13,094.40	PCN Library Compact Shelving and Furniture - FFE - Dr. Shirley A. Reed
					Chairs will be used by students in the writing center located at the Pecan Library 1st floor
5	24	TPNAU Torsion Pedestal Armless Chair	\$327.36	\$7,856.64	New Furniture - Ricardo De La Garza
					Task chairs needed to replace damaged and broken chairs at the Technology Campus
6	55	SNNAU Strive Nesting Armless Chair	\$225.73	\$12,415.15	Grant Compliance HSI Grant - David Passero
					Chairs will be used in the HSI Grant Active Learning Classrooms
7	18	TPNAU Torsion Pedestal Base Chair	\$327.36	\$5,892.48	Learning Commons and Open Labs - Lelia Salinas
	9	WBWD2472-74P WorkZone w/Power Basic Worksurface, 74P	\$796.32	\$7,166.88	Replacement tables and chairs are needed for student use in the CLE area at the Technology Campus
	9	WZ.T6RECP.1 WorkZone Receptacle, 810 6-2-2 (1.12") #1	\$12.00	\$108.00	
	9	WZ.T6RECP.2 WorkZone Receptacle, 810 6-2-2 (1.12") #2	\$12.00	\$108.00	
	6	WZ.T6SC18 WorkZone 810 6-2-2 Table to Table Jumper	\$56.64	\$339.84	
	3	WZ.T6PL29 WorkZone Floor Infeed for 29" Tall Table	\$158.40	\$475.20	

**SOUTH TEXAS COLLEGE
13. DISTRICT WIDE FURNITURE REQUEST
MAY 24, 2016**

#	Qty	Description	Unit Price	Extension	Requesting Department
8	2	3CMN Center Drawer	\$71.04	\$142.08	PCN Library Compact Shelving and Furniture-FFE - Dr. Shirley A. Reed
	4	46.0002.24 Wireworks Standard Horizontal Rail, 24" L Black	\$12.00	\$48.00	Pecan Library 1st Floor Service Desk
	24	46.0002.36 Wireworks Standard Horizontal Rail 36"L Black	\$15.36	\$368.64	
	2	46.0040.24 Wireworks Top Caps 24"W	\$11.52	\$23.04	
	12	46.0040.36 Wireworks Top Caps 36"W	\$13.92	\$167.04	
	14	46.0365 Wireworks Top Cap Splice Plate	\$0.48	\$6.72	
	2	46.1215.24 Wireworks Tech Panel Single Side Base Raceway w/ Grommet	\$25.92	\$51.84	
	12	46.1215.36 Wireworks Tech Panel Single Side Base Raceway w/ Grommet	\$29.28	\$351.36	
	2	PLT2424 Wireworks Laminate Tile 24x24	\$122.88	\$245.76	
	2	PLT2430 Wireworks Laminate Tile 24x30	\$134.88	\$269.76	
	12	PLT3624 Wireworks Laminate Tile 36x24	\$155.52	\$1,866.24	
	12	PLT3630 Wireworks Laminate Tile 36x30	\$173.76	\$2,085.12	
	2	PWC243624-74P Wireworks Curvilinear 90 Degree Corner 74P Edge	\$215.04	\$430.08	
	3	PWCTWC36-S-74P Wireworks Straight Countertop, No Notch	\$147.36	\$442.08	
	9	PWET6PJ.17 Wireworks 17" Panel to Panel Jumper, 6 Circuit	\$37.92	\$341.28	
	2	PWET6PJ.20 Wireworks 20" Panel to Panel Jumper, 6 Circuit	\$38.40	\$76.80	
	2	PWET6RC.1 Wireworks 15 Amp Duplex Receptacle w/Bezel	\$13.92	\$27.84	
	1	PWET6RC.2 Wireworks 15 Amp Duplex Receptacle w/Bezel	\$13.92	\$13.92	
	2	PWET6RC.3 Wireworks 15 Amp Duplex Receptacle w/Bezel	\$13.92	\$27.84	
	3	PWET6RC.4I Wireworks 15 Amp Duplex Receptacle w/Bezel	\$13.92	\$41.76	
	1	PWET6TF7 Wireworks Top Infeed, 6 Circuit 7 Pole	\$184.32	\$184.32	
	12	PWET6WW.36 Wireworks Rigid Wireway 10 Wire Systems, 6 Circuit	\$53.76	\$645.12	
	4	PWR2436-74P Wireworks Rectangle Worksurface, 74 Edge	\$144.00	\$576.00	
	2	PWR2472-74P Wireworks Rectangular Worksurface, 74P Edge	\$197.76	\$395.52	
	2	S7L/30240HD 700 Series Files Cabinet 1-Shell 30x18x27	\$360.48	\$720.96	
	4	TCP90/30 Wireworks Tech Panel 90 Deg 2-Way L Counter	\$75.36	\$301.44	
	2	TEP/30 Wireworks Tech Panel End of Run	\$28.80	\$57.60	
	9	TFF/30 Wireworks Tech Panel 180 Deg 2 Way In Line Connection	\$19.20	\$172.80	
9	8	TPNAU Torsion Pedestal Armless Chair	\$327.36	\$2,618.88	Student Financial Services - Miguel Carranza
	4	Workzone basic worksurface tables	\$393.60	\$1,574.40	Tables and Chairs for the Veterans Office
10	30	TPNAU Torsion Pedestal Armless Chair	\$327.36	\$9,820.80	Learning Commons and Open Labs - Lelia Salinas
					Replacement chairs needed for student use in the CLE Open Lab at the Pecan Campus
11	1	Installation	\$9,930.00	\$9,930.00	
		Krueger International, Inc. Total		\$121,222.43	
		FURNITURE TOTAL		\$143,417.35	

**SOUTH TEXAS COLLEGE
14. SHUTTLE BUSES**

NAME		National Bus Sales		
ADDRESS		11580 Highway 114		
CITY/STATE/ZIP		Justin, TX 76247		
PHONE		512-750-6115		
FAX		817-636-2947		
CONTACT		Jeff Johnson		
#	Qty	Description	Unit Price	Extension
1	3	Glaval Concorde II 38 Passenger 2WC (total of 40 seats when all seats are down)	\$ 124,125.25	\$ 372,375.75
2	1	HGAC Order Processing Fee	\$ 600.00	\$ 600.00
3	1	Less Discount	\$ (9,000.00)	\$ (9,000.00)
TOTAL AMOUNT			\$	363,975.75

**SOUTH TEXAS COLLEGE
15. TRAINING SERVICES**

NAME		The University of Texas - Rio Grande Valley (UTRGV)		
ADDRESS		1800 S Main St Ste 1100		
CITY/STATE/ZIP		McAllen, TX 78503		
PHONE		956-665-2071		
FAX		956-928-1445		
CONTACT		Javier Zamora		
#	Qty	Description	Unit Price	Extension
1	1	Information Technology Information Library (ITIL) Practitioner - all inclusive for up to 15 attendees. Period: 6/29/16 - 6/30/16	\$ 17,550.00	\$ 17,550.00
2	1	Information Technology Information Library (ITIL) PoleStar Simulation - all inclusive for up to 15 attendees on July 1, 2016	\$ 11,700.00	\$ 11,700.00
TOTAL AMOUNT			\$	29,250.00



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

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

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

April 12, 2016

Boultinghouse Simpson Gates Architects
Attn: Mr. Danny Boultinghouse
3301 N McColl Rd
McAllen, TX 78501

Dear Mr. Boultinghouse,

On June 26, 2014, South Texas College awarded a contract to your company for Architectural On-Call 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 one additional one-year period. The last renewal period will be from June 27, 2016 through June 26, 2017.

We are requesting that you respond to us in writing if you accept this offer to renew. 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 can be faxed back to South Texas College at (956) 872-4688 or emailed to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through June 26, 2017 with no change in the terms and conditions as per the South Texas College proposal previously submitted.

Authorized Signature:

Name (Printed): DANNY BOULTINGHOUSE

Date: 4/14/16



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

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

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

April 12, 2016

EGV Architects, Inc.
Attn: Mr. Eduardo G. Vela
220 S Bridge St
Hidalgo, TX 78557

Dear Mr. Vela,

On June 26, 2014, South Texas College awarded a contract to your company for Architectural On-Call 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 one additional one-year period. The last renewal period will be from June 27, 2016 through June 26, 2017.

We are requesting that you respond to us in writing if you accept this offer to renew. 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 can be faxed back to South Texas College at (956) 872-4688 or emailed to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through June 26, 2017 with no change in the terms and conditions as per the South Texas College proposal previously submitted.

Authorized Signature: 

Name (Printed): EDUARDO G. VELA, AIA

Date: 12 / April / 2014



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

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

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

April 12, 2016

ERO International, LLP
Attn: Mr. Eli R. Ochoa
300 S. 8th Street
McAllen, TX 78501

Dear Mr. Ochoa,

On June 26, 2014, South Texas College awarded a contract to your company for Architectural On-Call 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 one additional one-year period. The last renewal period will be from June 27, 2016 through June 26, 2017.

We are requesting that you respond to us in writing if you accept this offer to renew. 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 can be faxed back to South Texas College at (956) 872-4688 or emailed to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through June 26, 2017 with no change in the terms and conditions as per the South Texas College proposal previously submitted.

Authorized Signature:

Name (Printed):

Eli René Ochoa

Date:

04.13.16



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

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

(956) 872 4681
Fax (956) 872 4688

April 12, 2016

PBK Architects, Inc.
Attn: Mr. Cliff Whittingstall
3900 N 10th St Ste 810
McAllen, TX 78501

Dear Mr. Whittingstall,

On June 26, 2014, South Texas College awarded a contract to your company for Architectural On-Call 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 one additional one-year period. The last renewal period will be from June 27, 2016 through June 26, 2017.

We are requesting that you respond to us in writing if you accept this offer to renew. 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 can be faxed back to South Texas College at (956) 872-4688 or emailed to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through June 26, 2017 with no change in the terms and conditions as per the South Texas College proposal previously submitted.

Authorized Signature:

Name (Printed): Cliff Whittingstall, AIA, LEED AP BD+C - Partner \ Director of Higher Education

Date: April 12, 2016



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

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

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

April 12, 2016

Rike Ogden Figueroa Allex Architects, Inc.
Attn: Mr. Luis Figueroa
1007 Walnut Ave
McAllen, TX 78501

Dear Mr. Figueroa,

On June 26, 2014, South Texas College awarded a contract to your company for Architectural On-Call 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 one additional one-year period. The last renewal period will be from June 27, 2016 through June 26, 2017.

We are requesting that you respond to us in writing if you accept this offer to renew. 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 can be faxed back to South Texas College at (956) 872-4688 or emailed to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through June 26, 2017 with no change in the terms and conditions as per the South Texas College proposal previously submitted.

Authorized Signature:

Name (Printed): LUIS A. FIGUEROA

Date: 4-13-16



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

Purchasing and Distributional Services
3200 W. Facon Blvd. - McAllen, TX 78501

(956) 872 4681
Fax (956) 872 4688

April 6, 2016

Maldonado Nursery & Landscape, Inc.
Attn: Mr. Martin Salazar
509 Beddoes Rd
La Feria, TX 78559

Dear Mr. Salazar:

On June 26, 2014, South Texas College awarded a contract to Maldonado Nursery & Landscape, Inc. for Grounds Maintenance. 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 July 26, 2016 through July 25, 2017.

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 beckvc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through July 25, 2017 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

April 12, 2016

DBR Engineering Consultants, Inc.
Attn: Mr. Edward Puentes
200 S. 10th Street Suite 901
McAllen, TX 78501

Dear Mr. Puentes,

On June 26, 2014, South Texas College awarded a contract to your company for Mechanical Electrical and Plumbing Engineering 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 one additional one-year period. The last renewal period will be from July 26, 2016 through July 25, 2017.

We are requesting that you respond to us in writing if you accept this offer to renew. 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 can be faxed back to South Texas College at (956) 872-4688 or emailed to Becky Cavazos at beckvc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through July 25, 2017 with no change in the terms and conditions as per the South Texas College proposal previously submitted.

Authorized Signature: Edward Puentes

Name (Printed): Edward Puentes

Date: 4-13-16



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

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

(956) 872 4681
Fax (956) 872 4688

April 12, 2016

Halff Associates, Inc.
Attn: Mr. Menton J. Murray III
5000 W Military Highway Ste 100
McAllen, TX 78503

Dear Mr. Murray,

On June 26, 2014, South Texas College awarded a contract to your company for Mechanical Electrical and Plumbing Engineering 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 one additional one-year period. The last renewal period will be from July 26, 2016 through July 25, 2017.

We are requesting that you respond to us in writing if you accept this offer to renew. 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 can be faxed back to South Texas College at (956) 872-4688 or emailed to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through July 25, 2017 with no change in the terms and conditions as per the South Texas College proposal previously submitted.

Authorized Signature:
Name (Printed): Menton J. Murray, III, PE
Date: 4/12/2016



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

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

(956) 872 4681
Fax (956) 872 4688

April 12, 2016

Sigma HN Engineers, PLLC
Mr. J. Gabriel Hinojosa
701 S. 15th Street
McAllen, TX 78501

Dear Mr. Hinojosa,

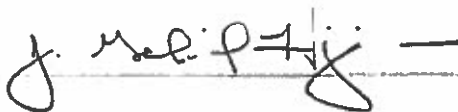
On June 26, 2014, South Texas College awarded a contract to your company for Mechanical Electrical and Plumbing Engineering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for one additional one-year period. The last renewal period will be from July 26, 2016 through July 25, 2017.

We are requesting that you respond to us in writing if you accept this offer to renew. 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 can be faxed back to South Texas College at (956) 872-4688 or emailed to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through July 25, 2017 with no change in the terms and conditions as per the South Texas College proposal previously submitted.

Authorized Signature: 

Name (Printed): J. Gabriel Hinojosa

Date: April 13, 2016



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

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

(956) 872 4681
Fax (956) 872 4688

May 3, 2015

Workplace Answers, LLC.
Attn: Mr. Russell Miller
4030 S Braker Ln Ste 250
Austin, TX 78759

Dear Mr. Miller:

On June 26, 2014, South Texas College awarded a contract to Workplace Answers, LLC. for Workplace Answers, LLC. 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 July 1, 2016 through June 30, 2017.

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 June 30, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: 

Name Printed: Russell Miller

Date: 5/3/2016

SOUTH TEXAS COLLEGE
20. FACILITY USAGE INTERLOCAL AGREEMENTS

NAME		City of McAllen - McAllen Convention Center		
ADDRESS		700 Convention Center Blvd		
CITY/STATE/ZIP		McAllen, TX 78501		
PHONE		956-681-3800		
FAX		956-681-3840		
#	Qty	Description	Unit Price	Extension
1	1	College-Wide Professional Development for Faculty and Staff Date: September 23, 2016	\$ 15,140.80	\$ 15,140.80
2	1	College-Wide Professional Development for Faculty and Staff Date: February 10, 2017	\$ 15,140.80	\$ 15,140.80
3	1	Academic Affairs Professional Development Day Date: August 21, 2017	\$ 5,896.00	\$ 5,896.00
4	1	Adjunct/Dual Enrollment Professional Development Day Date: August 26, 2017	\$ 4,000.00	\$ 4,000.00
TOTAL AMOUNT			\$	40,177.60

SOUTH TEXAS COLLEGE
21. APPLICATION MANAGEMENT SERVICES

NAME			Texas A&M University - Corpus Christi on behalf of Texas Connection Consortium and Ellucian Company, LP.	
ADDRESS			6300 Ocean Dr Unit 5748	
CITY/STATE/ZIP			Corpus Christ, TX 78412	
PHONE			361-825-2134	
FAX			361-825-5810	
CONTACT			Dana Aikman	
#	Qty	Description	Unit Price	Extension
1	1	Application Management Services Period: 6/1/16 - 8/31/16	\$ 72,924.00	\$ 72,924.00
2	1	Application Management Services Period: 9/1/16 - 8/31/17	\$ 287,622.00	\$ 287,622.00
3	1	Application Management Services Period: 9/1/17 - 8/31/18	\$ 284,138.00	\$ 284,138.00
TOTAL AMOUNT			\$	644,684.00

SOUTH TEXAS COLLEGE
22. DISTRICT WIDE TECHNOLOGY REQUEST
MAY 24, 2016

COMPUTERS				
#	Qty	Description	Extension	Requesting Department
	1	Computer 3020 MT, i5-4590 Processor, 500GB Hard Drive, 8GB Memory 20" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 680.00	Vocational Nursing Program - Daphine Mora (1) Replacement of 8-year-old system for Dept Faculty
	1	Computer 3020 MT, i5-4590 Processor, 500GB Hard Drive, 8GB Memory 20" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 680.00	Student Assessment Center - Miguel Carranza (1) Replacement of 7-yr-old system for Dept Staff
	1	Computer 3020 MT, i5-4590 Processor, 500GB Hard Drive, 8GB Memory 20" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 680.00	Criminal Justice Program - James Blair (1) Replacement of 5-year-old system for Dept Faculty
	1	Computer 3020 MT, i5-4590 Processor, 500GB Hard Drive, 8GB Memory 20" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 680.00	BAT/BAS Program - Ali Esmaili (1) Replacement of out-of-warranty system for Dept Staff
	3	Computer 3020 MT, i5-4590 Processor, 500GB Hard Drive, 8GB Memory 20" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 2,040.00	Division of Math, Science & BA Programs - Ali Esmaili (3) Replacement of 5-year-old systems for Dept Staff
	3	Computer 3020 MT, i5-4590 Processor, 500GB Hard Drive, 8GB Memory 20" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 2,040.00	Business Office - Myriam Lopez (3) Replacement of 4-yr-old systems for Dept Staff
	10	Computer 3020 MT, i5-4590 Processor, 500GB Hard Drive, 8GB Memory 20" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 6,800.00	Computer Science Program - Saeed Molki (10) Additional systems for Computer Science student-lab @ Starr
	1	Computer 3020 MT, i5-4590 Processor, 500GB Hard Drive, 8GB Memory (2) 20" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 835.99	BAT/BAS Program - Ali Esmaili (1) New system for new Dept Staff
	2	Computer 3020 MT, i5-4590 Processor, 500GB Hard Drive, 8GB Memory (2) 20" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 1,671.98	HS Programs and Services - Nicolas Gonzalez (2) New systems for new Dept Staff
	1	Computer 9020 MT, i7-4790 Processor, (2) 1TB Hard Drive, 8GB Memory No Monitor, AMD Radeon 1GB Video Card, 16X DVD+/-RW, Warranty	\$ 1,011.86	Computer Science Program - Saeed Molki (1) Replacement of 3-yr-old system for Dept Chair/Faculty to better support numerous department-related educational duties
	1	Computer 3020 MT, i5-4590 Processor, 500GB Hard Drive, 8GB Memory (2) 20" Monitor, Integrated Video Card, 16X DVD+/-RW, Warranty	\$ 1,658.78	BAT/BAS Program - Ali Esmaili (1) New system for new Dept Staff
		COMPUTER TOTAL	\$ 18,778.61	
LAPTOPS				
	3	Laptop E5550 Intel Core i5-5300U, 250GB Hard Drive, Battery, 8.0GB Memory, Intel Dual Band Wireless Card, Warranty	\$ 1,180.00	Diesel Technology Program - Roy Trevino (3) Replacement of 7-yr-old systems for Dept Faculty for class instruction
	1	Laptop MacBook Air, 1.6GHz Dual-Core Intel i5, 128GB Flash Storage, 4GB Memory, Intel Graphics 6000, Messenger Bag, Warranty	\$ 1,163.00	Division of Liberal Arts & Social Sciences - Margaretha Bischoff (1) Mobile system for Dept Staff
		LAPTOP TOTAL	\$ 4,703.00	

SOUTH TEXAS COLLEGE
22. DISTRICT WIDE TECHNOLOGY REQUEST
MAY 24, 2016

#	Qty	Description	Extension	Requesting Department
TABLETS				
	2	Dell Latitude 7275, 128GB Storage, 6th Generation Intel Core, 8GB RAM, Detachable Keyboard/Folio, Warranty	\$ 1,355.00 \$ 2,710.00	HS Programs and Services - Nicolas Gonzalez (2) Mobile systems for Dept Staff
	2	Dell Latitude 7275, 128GB Storage, 6th Generation Intel Core, 8GB RAM, Detachable Keyboard/Folio, Warranty	\$ 1,355.00 \$ 2,710.00	DE Quality & Sustainability - Nicolas Gonzalez (2) Mobile systems for Dept Staff
	4	Dell Latitude 7275, 128GB Storage, 6th Generation Intel Core, 8GB RAM, Detachable Keyboard/Folio, Warranty	\$ 1,355.00 \$ 5,420.00	Philosophy Program - Robert Kennedy (4) Replacement of out-of-warranty obsolete systems for Dept Faculty
	4	Dell Latitude 7275, 128GB Storage, 6th Generation Intel Core, 8GB RAM, Detachable Keyboard/Folio, External Battery Pack, Warranty	\$ 1,434.99 \$ 5,739.96	DE Computer Science Academy - Rebecca De Leon (4) Mobile systems for Dept Staff
	1	Dell Latitude 7275, 128GB Storage, 6th Generation Intel Core, 8GB RAM, Detachable Keyboard/Folio, External Battery Pack, Warranty	\$ 1,456.00 \$ 1,456.00	Accreditation - Laura Sanchez (1) Mobile system for Dept Staff
	2	Dell Latitude 7275, 128GB Storage, 6th Generation Intel Core, 8GB RAM, Detachable Keyboard/Folio, External Battery Pack, Warranty	\$ 1,456.00 \$ 2,912.00	Cashiers Office - Myriam Lopez (2) Mobile systems for Dept Staff
	1	Microsoft Surface Book 6th Generation, 256GB Storage, Core i5 6300U, 8GB RAM, Detachable Keyboard/Folio, Warranty	\$ 2,364.04 \$ 2,364.04	Computer Science Program - Saeed Molki (1) New system for Dept for class instruction
		TABLET TOTAL	\$ 23,312.00	
		COMPUTER/LAPTOP/TABLET TOTAL	\$ 46,793.61	

SOUTH TEXAS COLLEGE
23. INTEGRATION SERVICES

		NAME			Texas A&M University - Corpus Christi on behalf of Texas Connection Consortium and Ellucian Company, LP.	
		ADDRESS			6300 Ocean Dr Unit 5748	
		CITY/STATE/ZIP			Corpus Christ, TX 78412	
		PHONE			361-825-2134	
		FAX			361-825-5810	
		CONTACT			Dana Aikman	
#	Qty	Description			Unit Price	Extension
1	1	Integration Services Period: 5/25/16 - 8/31/16			\$ 20,196.00	\$ 20,196.00
TOTAL AMOUNT					\$	20,196.00

SOUTH TEXAS COLLEGE
24. ONLINE CATALOG MANAGEMENT SOFTWARE

NAME			Leepfrog Technologies	
ADDRESS			2105 Act Circle	
CITY/STATE/ZIP			Iowa City, IA 52245	
PHONE			319-337-3877	
FAX			319-337-6803	
CONTACT			Matthew J Koop	
#	Qty	Description	Unit Price	Extension
1	1	CourseLeaf License - Catalog (CAT)	\$ 37,400.00	\$ 37,400.00
2	1	Delivery Services	\$ 29,375.00	\$ 29,375.00
3	1	Transition Services	\$ 22,225.00	\$ 22,225.00
4	1	DegreeWorks Integration - ScribeStart	Included	Included
TOTAL AMOUNT			\$	89,000.00



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

April 6, 2016

BridgeNet Communications, LLC.
Attn: Mr. Marcos Ramirez
1314 Stites Rd
Donna, TX 78537

Dear Mr. Ramirez:

On June 26, 2014, South Texas College awarded a contract to BridgeNet Communications, LLC. for Network Cabling 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 July 26, 2016 through July 25, 2017.

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 July 25, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Marcos Ramirez

Name Printed: Marcos Ramirez

Date: 4/14/16

SOUTH TEXAS COLLEGE
26. SOFTWARE MAINTENANCE AND SUPPORT AGREEMENTS
QUOTE NO. R0079310

NAME			Evisions	
ADDRESS			440 Exchange Suite 200	
CITY/STATE/ZIP			Irvine, CA 92602	
PHONE			714-824-5252	
CONTACT			Linda Doring	
#	Qty	Description	Unit Price	Extension
1	1	IntelleCheck Annual Software Maintenance/Support Period: 4/1/16 - 3/31/17	\$ 4,106.00	\$ 4,106.00
2	1	FormFusion - Maintenance/Support Renewal Period: 8/1/16 - 7/31/17	\$ 8,548.00	\$ 8,548.00
3	1	IntelleCheck A/P - Maintenance/Support Renewal Period: 8/1/16 - 7/31/17	\$ 4,270.00	\$ 4,270.00
4	1	Argos Software - Maintenance/Support Renewal Period: 8/1/16 - 7/31/17	\$ 5,978.00	\$ 5,978.00
TOTAL AMOUNT			\$	22,902.00

SOUTH TEXAS COLLEGE
27. PECAN CAMPUS LIBRARY COMPACT SHELVING, INSTALLATION,
AND SERVICES

NAME			Montel Aetnastak, Inc.	
ADDRESS			1170 Highway A1A	
CITY/STATE/ZIP			Satellite Beach, FL 32937	
PHONE			321-777-0464	
CONTACT			Jean-Pierre Doucet	
#	Qty	Description	Unit Price	Extension
1	1	Compact Shelving (102,699 Linear Inches of Storage Capacity)	\$ 226,606.05	\$ 226,606.05
2	1	End Panels	\$ 20,061.96	\$ 20,061.96
3	1	Shipping and Handling	\$ 11,300.00	\$ 11,300.00
4	1	Installation Services	\$ 20,906.80	\$ 20,906.80
5	1	TXMAS Contract Fee	\$ 4,246.82	\$ 4,246.82
TOTAL AMOUNT			\$	283,121.63

Review and Recommend Action on Participation in the National Intergovernmental Purchasing Alliance (NIPA) and National Joint Powers Alliance (NJPA) Purchasing Cooperatives

Approval to participate in the National Intergovernmental Purchasing Alliance (NIPA) and National Joint Powers Alliance (NJPA) Purchasing Cooperative will be requested at the May 24, 2016 Board meeting.

Purpose – The Purchasing Department is requesting participation in the two (2) purchasing cooperatives, which will provide larger purchase discounts, reduces administrative cost in preparing request for proposal (RFP), and reduces the solicitation cost.

Justification – The Board of Trustees previously approved the purchasing cooperative participation with the Texas Cooperative Purchasing Network (TCPN) at the October 26, 2000 Board of Trustees Meeting. TCPN has been acquired by the National Intergovernmental Purchasing Alliance to provide a greater number of products and services for public agencies.

National Joint Powers Alliance is also available to all levels of government, schools, higher education institutions, and non-profit entities to provide a greater number of products and services.

The following are some of the benefits:

- There is no membership or participation fee
- No bulk purchasing is required
- Quality products and services
- No purchase obligations
- Significant discounts
- National vendors are available
- No lengthy costly bid processes
- No advertising or posting fees
- Annual evaluation of contracts
- Reasonable shipping fees (if any)
- NIPA and NJPA maintains open competition for purchases by complying with purchasing laws of Texas

Purchases through these cooperatives will be conducted as options and will be completed only after it has been determined to be the best value for the College. Some of the participations in the cooperatives are local vendors.

Participation in these purchasing cooperatives will provide additional sources of vendors which have competitively awarded bids. This membership will not preclude participation in the State of Texas Department of Information Resources (DIR) Purchasing Cooperative, State of Texas Multiple Award Schedule (TXMAS), and State of Texas Term Contracts.

The participation in these purchasing cooperatives will benefit the College during transitions periods of the state contracts and prevent any delaying in procuring products and services.

Mary Elizondo, Vice President for Finance and Administrative Services and Becky Cavazos, Director of Purchasing, will be present at the May 10, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

Recommend Action - It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 24, 2016 Board Meeting to participate in the National Intergovernmental Purchasing Alliance (NIPA) and Nation Joint Powers Alliance (NJPA) Purchasing Cooperatives as presented.

Discussion and Action as Necessary on Proposed Salary Adjustments for Faculty and Non-Faculty Personnel for FY 2016-2017

Approval of the Proposed Salary Adjustments for Faculty and Non-Faculty Personnel for FY 2016-2017 will be requested at the May 24, 2016 Board meeting.

a. Faculty Salary Increases

The College has a Faculty Salary Schedule that includes Steps based on degree attainment and years of service with the College.

The approved Faculty Salary Plan for FY 2015-2016 was based on an average increase of 3%. The base for a master’s degree was increased from \$40,644 to \$41,175 or by an additional \$531.00. The average 3% increase and step adjustments was approved by the Board for FY 2015-2016 at a total cost of approximately \$936,511.

In keeping with the College’s commitment to retain and recruit qualified Faculty, the proposed preliminary faculty salary increase for FY 2016-2017 is approximately \$971,829, which is based on an average increase of 3%. Additional modifications including reductions may be necessary prior to final approval of the Staffing Plan by the Board.

Faculty Salary Increases			
Category	Average Increase Percentage	FY 2015- 2016 Increase Amount	FY 2016-2017 Proposed Increase Amount
Faculty	3%	\$936,511	\$971,829

b. Non-Faculty Personnel Salary Increases

In Fiscal Year 2015-2016, salary increases in the amount of approximately \$806,261 were awarded for existing non-faculty positions which were based on a 3% increase.

In keeping with the College’s commitment to recruit and retain qualified non-faculty personnel, the following estimated salary increases for Fiscal Year 2016-2017 totaling \$755,018, based on 3% increase, are proposed. Additional modifications including reductions may be necessary prior to final approval of the Staffing Plan by the Board.

Non-Faculty Personnel Salary Increases			
Category	Increase Percentage	FY 2015- 2016 Increase Amount	FY 2016-2017 Proposed Increase Amount
Administrative	3%	\$115,899	\$122,731
Executive	3%	16,025	19,109
Classified	3%	227,205	204,647
Professional/Technical, Exempt	3%	157,618	147,918
Professional/Technical, Non Exempt	3%	289,514	260,613
Total		\$806,261	\$755,018

The FY 2016-2017 proposed estimated Salary Adjustments for Faculty are \$971,829 and for Non-Faculty Personnel are \$755,018, for a total of \$1,726.847.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the May 10, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

Recommend Action - It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 24, 2016 Board Meeting the Proposed Salary Adjustments for Faculty and Non-Faculty Personnel for FY 2016-2017 as presented.

**Discussion and Action as Necessary on New Staff Positions
for FY 2016-2017**

Approval of the New Staff Positions for FY 2016-2017 will be requested at the May 24, 2016 Board meeting.

Administration has reviewed with staff the need for additional new non-faculty staffing positions for FY 2016-2017 and supports the recommendations subject to the availability of funding and Board approval of the final budget. Additional modifications including reductions may be necessary prior to final approval of the Staffing Plan by the Board.

A total of twelve (12) new positions are being requested for a total amount of \$494,000. Funding in the amount of \$245,990, for six (6) of these new positions has been identified from salary pools, resulting on a proposed net increase in salary budget of \$248,010, as follows:

Funding	Amount
Funding Requested for New Positions	\$494,000
Less -- Funding from Pool Positions	245,990
Net Salary Budget Increases for New Positions	\$248,010

A listing of the proposed new staff positions for FY 2016-2017 follows in the packet for the Committee's information and review.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the May 10, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

Recommend Action - It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 24, 2016 Board Meeting the New Staff Positions for FY 2016-2017 as presented.

**South Texas College
New Staff Positions for FY 2016 -2017**

	ORG NUMBER	ACCOUNT NAME	TITLE	CLASSIFICATION EXEMPT/NON EXEMPT	GRADE	SALARY BUDGET
Office of the President						
1	120000	Public Relations/Marketing	Chief Photographer	Professional/Technical Non-Exempt	Grade B	\$ 37,500
2	120000	Public Relations/Marketing	Community Relations Assistant	Classified	Grade G	\$ 32,000
Total for Office of the President						\$ 69,500
Vice President for Academic Affairs						
3	223025	Psychology	Faculty Secretary	Classified	Grade A	\$ 25,000
4	223020	History	Faculty Secretary	Classified	Grade A	\$ 25,000
5	224005	Associate Degree Nursing	Faculty Secretary	Classified	Grade A	\$25,000
6	210002	Academic Affairs	Project Manager	Professional/Technical Exempt	Grade E	\$50,000
7	224013	Nursing & Allied Health Division	Project Manager	Professional/Technical Exempt	Grade E	\$50,000
Total for Vice President for Academic Affairs						\$ 175,000
Vice President for Finance and Administrative Services						
8	480001	Compliance	Compliance Manager	Professional/Technical Exempt	Grade G	\$ 60,000
9	480001	Compliance	Compliance Coordinator	Professional/Technical Exempt	Grade C	\$ 42,000
10	400003	Office of VP for Finance & Adm. Services	Project Manager - Finance and Administrative Services	Professional/Technical Exempt	Grade E	\$ 50,000
Total for Vice President for Finance and Administrative Services						\$ 152,000
Vice President for Student Affairs and Enrollment Mgmt.						
11	350001	Student Affairs	Director of Advisement for Dual Enrollment	Administrative/ Exempt	Grade B	\$ 60,000
12	360001	Student Assessment	Testing Specialist	Professional/Technical Non-Exempt	Grade B	\$ 37,500
Total for Vice President for Student Affairs and Enrollment Management						\$ 97,500
Total for Funding for New Positions						\$ 494,000

**Discussion and Action as Necessary on Non-Faculty Salary
Adjustments/Reclassifications for FY 2016-2017**

Approval of the Non-Faculty Salary Adjustments/Reclassifications for FY 2016-2017 will be requested at the May 24, 2016 Board meeting.

Administration has reviewed with staff the proposed non-faculty salary adjustments/reclassifications for FY 2016-2017 and supports the recommendations subject to the availability of funding and Board approval of the final budget. Additional modifications including reductions may be necessary prior to final approval of the Staffing Plan by the Board.

A total of thirty-four (34) salary adjustments/reclassifications for FY 2016-2017 are being requested for a total amount of \$128,208. Funding in the amount of \$87,370 has been identified from salary pools, resulting on a proposed net increase in salary budget of \$40,838.

The Finance and Human Resources Committee is asked to review the recommended salary adjustments and reclassifications.

A listing of the salary adjustments and reclassifications for FY 2016-2017 follows in the packet for the Committee's information and review.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the May 10, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

Recommend Action - It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 24, 2016 Board Meeting the Non-Faculty Salary Adjustments/Reclassifications for FY 2016-2017 as presented.

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2016-2017
(Non Bond, Non Faculty, Not Vacant)

	TITLE	CLASSIFICATION EXEMPT/ NON-EXEMPT	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
Office of the President						
1	Title Change from Coordinator of Publications (Position 700462) to Creative Services Manager	Professional/ Technical Exempt	Grade C to Grade E	\$ 54,442	\$ 7,558	\$ 62,000
Rationale: <ul style="list-style-type: none"> • Current title is outdated and doesn't accurately reflect the services the area provides. In recent years Publications has evolved into an agency-level creative services area. The Manager would oversee the creative services area of the department. • Important roles for this position would include implementing, maintaining, updating, supervising and enforcing graphic and identity standards that ensure brand consistency for the College. • Also provide creative and artistic direction for projects and align with similar adjustments made last year to the Digital Services for department. 						
Total for Office of the President					\$ 7,558	
Vice President for Academic Affairs						
2	Title Change from Learning Outcomes Technician (Position 701335) to Learning Outcomes Specialist	Classified to Professional/Technical Non-Exempt	Grade C to Grade B	\$ 26,099	\$ 7,901	\$ 34,000
Rationale: <ul style="list-style-type: none"> • Salary Adjustment and Title Change to align title with current job duties and responsibilities including working collaboratively with faculty and chairs; overseeing upgrades and maintenance to the JagPride student learning outcome assessment system. 						
3	Title Change from Lab Specialist I (Position 703202) to Lab Specialist II	Professional/ Technical Non-Exempt	Grade A to Grade B	\$ 31,640	\$ 2,000	\$ 33,640
Rationale: <ul style="list-style-type: none"> • Salary Adjustment and Title Change to align title with job responsibilities in order to keep up with job market and to compensate for education requirements and job experience. • She holds Bachelor's Degree in respective discipline. 						
4	Title Change from Lab Specialist I (Position 705415) to Lab Specialist II	Professional/ Technical Non-Exempt	Grade A to Grade B	\$ 29,400	\$ 2,000	\$ 31,400
Rationale: <ul style="list-style-type: none"> • Salary Adjustment and Title Change to align title with job responsibilities in order to keep up with job market and to compensate for education requirements and job experience. 						
5	Title Change from Lab Specialist I (Position 701202) to Lab Specialist II	Professional/ Technical Non-Exempt	Grade A to Grade B	\$ 32,194	\$ 2,000	\$ 34,194
Rationale: <ul style="list-style-type: none"> • Salary Adjustment and Title Change to align title with job responsibilities in order to keep up with job market and to compensate for education requirements and job experience. 						

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2016-2017
(Non Bond, Non Faculty, Not Vacant)

	TITLE	CLASSIFICATION EXEMPT/ NON-EXEMPT	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
6	Title Change from Lab Specialist I (Position 702200) to Lab Specialist II	Professional/ Technical Non-Exempt	Grade A to Grade B	\$ 29,294	\$ 2,000	\$ 31,294
Rationale: <ul style="list-style-type: none"> Salary Adjustment and Title Change to align title with job responsibilities in order to keep up with job market and to compensate for education requirements and job experience. 						
7	Title Change from Distance Education Media Technician (Position 702374) to Distance Learning Assistive Technologies Specialist	Professional/ Technical Non-Exempt to Professional/ Technical Exempt	Grade B to Grade C	\$ 41,942	\$ 8,000	\$ 49,942
Rationale: <ul style="list-style-type: none"> Align title with increase in responsibilities. The position will support online faculty, online students, and staff in providing assistive technology services in order to fully meet ADA and online learning accessibility compliance. In Fall 2015, there were 15 visually impaired and 38 deaf students in the college (there were 447 students with disabilities in total). Some of these students took online or hybrid classes who needed modifications and ADA services. At a meeting with VP Information Services and Planning and Director, Instructional Technology we discussed how we could better serve our students with disabilities to ensure compliance. The college does not currently have assistive technology designated positions and so it was recommended at the meeting for Distance Learning and Instructional Technologies to identify and convert one position each to fulfil the needs of students with disabilities. The converted position from Distance Learning will service online students while the other position at Instructional Technology Department will service face-to-face students. Position will also help Human Resources Department in serving the needs of staff with disabilities. To fund this position a vacant position #701274 will be eliminated (due to department reorganization). 						
8	Reclassification of Distance Education Technologies Specialist (Position 702276)	Professional/ Technical Non-Exempt	Grade C	\$ 34,359	\$ 6,000	\$ 40,359
Rationale: <ul style="list-style-type: none"> Align salary with increased responsibilities resulting from eliminating vacant position 701274 due to department reorganization. Some of the responsibilities of position 701274 will be performed by the Distance Education Technologist in addition to current responsibilities. 						
9	Title Change from Coordinator of Distance Learning Technologies (Position 701276) to Distance Learning Media Manager	Professional/ Technical Exempt	Grade C to Grade F	\$ 52,270	\$ 6,000	\$ 58,270
Rationale: <ul style="list-style-type: none"> Align title with responsibilities of the position. The position currently performs high level functions that assists the Dean of Distance Learning in supervising and managing all distance learning initiatives and staff in a manner that assures the maintenance of professional standards for quality distance learning. 						

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2016-2017
(Non Bond, Non Faculty, Not Vacant)

	TITLE	CLASSIFICATION EXEMPT/ NON-EXEMPT	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
10	Reclassification of Instructional Technologies (Position 705276)	Professional/ Technical Exempt	Grade D to Grade E	\$ 43,775	\$ 3,000	\$ 46,775
Rationale: <ul style="list-style-type: none"> • The request is made to align salary with similar positions in other community colleges and for the purposes of instructional designer staff retention. Instructional designer position has become very difficult to fill as a result of non-competitive salary. • The department has lost experienced instructional designers and replacement designers have declined job offers due to salaries. 						
11	Reclassification of Instructional Technologies (Position 706276)	Professional/ Technical Exempt	Grade D to Grade E	\$ 52,270	\$ 3,000	\$ 55,270
Rationale: <ul style="list-style-type: none"> • The request is made to align salary with similar positions in other community colleges and for the purposes of instructional designer staff retention. Instructional designer position has become very difficult to fill as a result of non-competitive salary. • The department has lost experienced instructional designers and replacement designers have declined job offers due to salaries. 						
12	Reclassification of Instructional Technologies (Position 704276)	Professional/ Technical Exempt	Grade D to Grade E	\$ 52,270	\$ 3,000	\$ 55,270
Rationale: <ul style="list-style-type: none"> • The request is made to align salary with similar positions in other community colleges and for the purposes of instructional designer staff retention. Instructional designer position has become very difficult to fill as a result of non-competitive salary. • The department has lost experienced instructional designers and replacement designers have declined job offers due to salaries. 						
Total for Vice President for Academic Affairs					\$ 44,901	
Vice President for Finance and Administrative Services						
13	Reclassification of Director of Purchasing (Position 700219)	Administrative/ Exempt	Grade C	\$ 85,438	\$ 5,807	\$ 91,245
Rationale: <ul style="list-style-type: none"> • Adjustment to salary based on level of responsibilities and in accordance with compensation study which identified salary at 26% below market. 						
14	Reclassification of Associate Director of Purchasing (Position 704580)	Administrative/ Exempt	Grade B	\$ 68,518	\$ 4,657	\$ 73,175
Rationale: <ul style="list-style-type: none"> • Adjustment to salary based on increased level of responsibilities including expanded review of legal agreements, contracts, and purchasing documents. 						
15	Title Change from Director of Accountability (Position 702160) to Director of Accountability, Risk, and Compliance	Administrative/ Exempt	Grade B to Grade C	\$ 71,000	\$ 4,816	\$ 75,816
Rationale: <ul style="list-style-type: none"> • Reclass to higher pay grade based on creation of new department by combining accountability and risk functions and adding a compliance function and staff. 						
Total for Vice President for Finance and Administrative Services					\$ 15,280	

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2016-2017
(Non Bond, Non Faculty, Not Vacant)

	TITLE	CLASSIFICATION EXEMPT/ NON-EXEMPT	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
Vice President for Information Services & Planning						
16	Reclassification of Director of Library Public Services (Position 700060)	Administrative/ Exempt	Grade C	\$ 64,340	\$ 10,000	\$ 74,340
Rationale: • Reorganization of Library Services to streamline administrative personnel.						
17	Reclassification of Instructional Technologies Assistant I (Position 700085)	Classified	Grade C	\$ 24,075	\$ 2,000	\$ 26,075
Rationale: • Reorganization of Library Services to streamline administrative personnel.						
18	Reclassification of Instructional Technologies Assistant I (Position 706102)	Classified	Grade C	\$ 32,884	\$ 2,000	\$ 34,884
Rationale: • Reorganization of Library Services to streamline administrative personnel.						
19	Reclassification of Instructional Technologies Assistant I (Position 705102)	Classified	Grade C	\$ 26,608	\$ 2,000	\$ 28,608
Rationale: • Reorganization of Library Services to streamline administrative personnel.						
20	Reclassification of Instructional Technologies Assistant I (Position 721102)	Classified	Grade C	\$ 24,000	\$ 2,000	\$ 26,000
Rationale: • Reorganization of Library Services to streamline administrative personnel.						
21	Reclassification of Instructional Technologies Assistant I (Position 710102)	Classified	Grade C	\$ 24,570	\$ 2,000	\$ 26,570
Rationale: • Reorganization of Library Services to streamline administrative personnel.						
22	Reclassification of Instructional Technologies Assistant I (Position 700186)	Classified	Grade C	\$ 25,584	\$ 416	\$ 26,000
Rationale: • Reorganization of Library Services to streamline administrative personnel.						
23	Reclassification of Instructional Technologies Assistant I (Position 707271)	Classified	Grade C	\$ 22,000	\$ 2,000	\$ 24,000
Rationale: • Reorganization of Library Services to streamline administrative personnel.						

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2016-2017
(Non Bond, Non Faculty, Not Vacant)

	TITLE	CLASSIFICATION EXEMPT/ NON-EXEMPT	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
24	Reclassification of Instructional Technologies Assistant I (Position 707102)	Classified	Grade C	\$ 23,433	\$ 2,000	\$ 25,433
Rationale: <ul style="list-style-type: none"> • Reorganization of Library Services to streamline administrative personnel. 						
25	Reclassification of Instructional Technologies Assistant I (Position 704102)	Classified	Grade C	\$ 25,472	\$ 2,000	\$ 27,472
Rationale: <ul style="list-style-type: none"> • Reorganization of Library Services to streamline administrative personnel. 						
26	Reclassification of Instructional Technologies Assistant I (Position 703100)	Classified	Grade C	\$ 22,297	\$ 2,000	\$ 24,297
Rationale: <ul style="list-style-type: none"> • Reorganization of Library Services to streamline administrative personnel. 						
27	Reclassification of Instructional Technologies Assistant I (Position 720102)	Classified	Grade C	\$ 22,158	\$ 2,000	\$ 24,158
Rationale: <ul style="list-style-type: none"> • Reorganization of Library Services to streamline administrative personnel. 						
28	Title Change from Instructional Technologies Assistant II (Position 702102) to ADA Instructional Technologies Specialist	Classified to Professional/Technical Exempt	Grade D to Grade B	\$ 32,395	\$ 10,105	\$ 42,500
Rationale: <ul style="list-style-type: none"> • Upgrade in position needed to meet ADA compliance for classroom, student and staff support. 						
Total for Vice President for Information Services & Planning					\$ 40,521	
Vice President for Student Affairs and Enrollment Management						
29	Title Change from Financial Aid Technician (Position 705440) to Financial Aid Specialist	Classified to Professional/Technical Non-Exempt	Grade B to Grade B	\$ 24,694	\$ 4,306	\$ 29,000
Rationale: <ul style="list-style-type: none"> • The department needs cross functional teams to perform at a higher skill level as a result of verification, compliance requirements and new regulations. • Staff meets the Bachelor Degree requirements. 						
30	Title Change from Financial Aid Technician (Position 700103) to Financial Aid Specialist	Classified to Professional/Technical Non-Exempt	Grade B to Grade B	\$ 23,664	\$ 5,336	\$ 29,000
Rationale: <ul style="list-style-type: none"> • The department needs cross functional teams to perform at a higher skill level as a result of verification, compliance requirements and new regulations. • Staff meets the Bachelor Degree requirements. 						

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2016-2017
(Non Bond, Non Faculty, Not Vacant)

	TITLE	CLASSIFICATION EXEMPT/ NON-EXEMPT	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
31	Title Change from Financial Aid Technician (Position 709440) to Financial Aid Specialist	Classified to Professional/Technical Non-Exempt	Grade B to Grade B	\$ 24,694	\$ 4,306	\$ 29,000
Rationale: <ul style="list-style-type: none"> • The department needs cross functional teams to perform at a higher skill level as a result of verification, compliance requirements and new regulations. • Staff meets the Bachelor Degree requirements. 						
32	Title Change from Financial Aid Technician (Position 707440) to Financial Aid Specialist	Classified to Professional/Technical Non-Exempt	Grade B to Grade B	\$ 30,787	\$ 2,000	\$ 32,787
Rationale: <ul style="list-style-type: none"> • The department needs cross functional teams to perform at a higher skill level as a result of verification, compliance requirements and new regulations. • Staff meets the Bachelor Degree requirements. 						
33	Title Change from Financial Aid Technician (Position 700187) to Financial Aid Specialist	Classified to Professional/Technical Non-Exempt	Grade B to Grade B	\$ 33,205	\$ 2,000	\$ 35,205
Rationale: <ul style="list-style-type: none"> • The department needs cross functional teams to perform at a higher skill level as a result of verification, compliance requirements and new regulations. • Staff meets the Bachelor Degree requirements. 						
34	Title Change from Counselor (Position 700172) to Licensed Counselor	Professional/ Technical Exempt	Grade C to Grade D	\$ 46,149	\$ 2,000	\$ 48,149
Rationale: <ul style="list-style-type: none"> • Title IV has impacted the level of services required for accommodations (ADA,Pregnancy) and sexual assault, harrasment, BIT cases. • The Masters and Licensed Professional Counseling Certification will be required. • Counselors that completed their LPC certification were receiving an educational supplement. (Completed LPC certification in 2014-2015) 						
Total for Vice President for Student Affairs and Enrollment Management					\$ 19,948	
Total for Salary Adjustments/Reclassifications					\$ 128,208	

**Discussion and Action as Necessary on New Non-Faculty Staff
Positions for FY 2016-2017 as Necessary for the 2013 Bond
Construction Program Facilities Expansion**

Approval of the New Non-Faculty Staff Positions for FY 2016-2017 as necessary for the 2013 Bond Construction Program Facilities Expansion for FY 2016-2017 will be requested at the May 24, 2016 Board meeting.

An estimated 600,000 square feet of facilities will be added to the South Texas College campuses by the 2013 Bond Construction Program. As a result, it is anticipated that additional staff will be required to service, operate, and maintain the facilities.

Administration has reviewed with staff the need for additional new non-faculty staffing positions necessary for the expanded facility scope for FY 2016-2017 and supports the recommendations subject to the availability of funding and Board approval of the final budget. Additional modifications including reductions may be necessary prior to final approval of the Staffing Plan by the Board.

A total of 151 new positions for occupying and maintaining the new facilities is being requested for a total amount of \$2,381,769. The new positions are proposed to be hired between the period of October 2016 through August 2017 in preparation of the completion and occupancy of the new facilities.

Funding Requested	Amount
2013 Bond Construction Program Facilities Expansion	
New Non-Faculty Staff Positions	\$2,381,769

A list of the preliminary proposed positions follows in the packet for the Committee's information and review.

A summary of the preliminary proposed new staff positions by Classification necessary for the expanded facility scope are as follows:

a. New Non-Faculty Staff Positions

- Academic Affairs - 16 position titles
 - ⇒ 7 Classified
 - 4 Faculty Secretary
 - 2 Lab Assistant
 - 1 Speech Lab Technician
 - ⇒ 2 Professional/Technical Exempt
 - 1 Distance Learning Instructional Facilitator
 - 1 Simulation Coordinator

- ⇒ 7 Professional/Technical Non-Exempt
 - 1 Biomedical Simulation Specialist
 - 1 Lab Coordinator
 - 1 Lab Specialist II
 - 2 Student Services Specialist II
 - 2 Student Success Specialists
- Finance and Administrative Services – 100 position titles
 - ⇒ 2 Administrative/Exempt
 - 1 Assistant Director of Facilities Operations and Maintenance
 - 1 Assistant Director of Facilities Planning and Construction
 - ⇒ 76 Classified
 - 1 Administrative Assistant
 - 2 Carpenter
 - 28 Custodian
 - 3 Electrician
 - 2 Energy Technician
 - 2 Fixed Asset & Receiving Technician
 - 5 Floor Technicians
 - 1 FPC Project Technician
 - 2 HR Assistant
 - 4 Lead Custodian
 - 1 Locksmith
 - 3 Maintenance Assistant
 - 4 Maintenance Technician
 - 2 Painter
 - 3 Plumber
 - 12 Security Guard
 - 1 Warehouse Technician
 - ⇒ 5 Professional/Technical Exempt
 - 2 Campus Facility Manager
 - 1 Facilities Operations & Maintenance Administrative Coordinator
 - 1 FPC Project Manager
 - 1 Buyer
 - ⇒ 17 Professional/Technical Non-Exempt
 - 1 Accounting Specialist
 - 1 Accounts Payable Specialist
 - 1 Construction Supervisor
 - 1 Coordinator or Emergency Preparedness and Training
 - 1 Custodial Supervisor
 - 1 Distribution Services Specialist
 - 1 HR Staffing Specialist
 - 1 Operations Support Coordinator

- 1 Payroll Specialist
 - 1 Police Compliance Coordinator
 - 5 Police Officer
 - 1 Security Support Specialist
 - 1 Technical Facilities Specialist
- Information Services and Planning – 23 position titles
 - ⇒ 13 Classified
 - 2 IT Assistant I (MV)
 - 1 IT Assistant I (STR)
 - 1 IT Assistant I (TCH)
 - 2 IT Assistant I (PCN)
 - 1 IT Assistant II (MV)
 - 1 IT Assistant II (TCH)
 - 5 Open Lab Technician
 - ⇒ 1 Professional/Technical Exempt
 - 1 Project Manager – Instructional Technologies
 - ⇒ 9 Professional/Technical Non-Exempt
 - 1 Client Services Specialist
 - 1 Computer Analyst
 - 3 Computer Services Specialist
 - 1 Network Services Analyst I
 - 1 Custodial Supervisor
 - 1 Open Labs Analyst
 - 1 Technology Specialist
 - Student Affairs and Enrollment Management – 12 position titles
 - ⇒ 2 Classified
 - 2 Secretary (Student Activities)
 - ⇒ 4 Professional/Technical Exempt
 - 2 Coordinator of Student Activities for Events
 - 2 Counselor (Veterans Support)
 - ⇒ 6 Professional/Technical Non-Exempt
 - 2 Admissions Specialist
 - 2 Financial Aid Specialist for Veterans
 - 2 Student Activities Specialist

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the May 10, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

Recommend Action - It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 24, 2016 Board Meeting the New Non-Faculty Staff Positions for FY 2016-2017 as necessary for the 2013 Bond Construction Program Facilities Expansion for FY 2016-2017, as presented.

South Texas College
New Non-Faculty Staff Positions for FY 2016 -2017
Necessary for the 2013 Bond Construction Program Facilities Expansion

	ORG NUMBER	ACCOUNT NAME	TITLE	CLASSIFICATION EXEMPT/NON EXEMPT	GRADE	SALARY BUDGET
Vice President for Academic Affairs						
1	224013	Nursing & Allied Health Division	Biomedical Simulation Specialist	Professional/Technical Non-Exempt	Grade C	\$ 32,083
2	211001	Distance Learning	Distance Learning Instructional Facilitator	Professional/Technical Exempt	Grade E	\$ 50,000
3	224013	Nursing & Allied Health Division	Faculty Secretary	Classified	Grade A	\$ 8,333
4	224013	Nursing & Allied Health Division	Faculty Secretary	Classified	Grade A	\$ 8,333
5	223012	LASS	Faculty Secretary	Classified	Grade A	\$ 12,000
6	223012	LASS	Faculty Secretary	Classified	Grade A	\$ 12,000
7	224013	Nursing & Allied Health Division	Lab Assistant	Classified	Grade B	\$ 8,333
8	224013	Nursing & Allied Health Division	Lab Assistant	Classified	Grade B	\$ 8,333
9	221303	Math, Science, & Bachelor Program	Lab Coordinator	Professional/Technical Non-Exempt	Grade C	\$ 12,031
10	221302	Math, Science, & Bachelor Program	Lab Specialist II	Professional/Technical Non-Exempt	Grade B	\$ 13,292
11	224013	Nursing & Allied Health Division	Simulation Coordinator	Professional/Technical Exempt	Grade E	\$ 50,000
12	223003	Speech	Speech Lab Technician	Classified	Grade D	\$ 12,000
13	217301	Starr County Campus	Student Services Specialist II	Professional/Technical Non-Exempt	Grade B	\$ 13,000
14	217101	Mid-Valley	Student Services Specialist II	Professional/Technical Non-Exempt	Grade B	\$ 13,000
15	223012	LASS	Student Success Specialists	Professional/Technical Non-Exempt	Grade C	\$ 17,500
16	223012	LASS	Student Success Specialists	Professional/Technical Non-Exempt	Grade C	\$ 17,500
Total for Vice President for Academic Affairs						\$ 287,738
Vice President for Finance and Administrative Services						
17	410013	Business Office	Accounting Specialist	Professional/Technical Non-Exempt	Grade B	\$ 17,500
18	410013	Business Office	Accounts Payable Specialist	Professional/Technical Non-Exempt	Grade B	\$ 17,500
19	430001	Dir Fac Planning & Consturction	Administrative Assistant	Classified	Grade F	\$ 18,667
20	450006	Facility Maintenance	Assistant Director of Facilities Operations and Maintenance	Administrative/ Exempt	Grade A	\$ 17,935
21	430001	Dir Fac Planning & Consturction	Assistant Director of Facilities Planning and Construction	Administrative/ Exempt	Grade A	\$ 43,333
22	420007	Purchasing	Buyer	Professional/Technical Exempt	Grade B	\$ 23,334
23	450006	Facility Maintenance	Campus Facility Manager	Professional/ Technical Exempt	Grade E	\$ 26,719

South Texas College
New Non-Faculty Staff Positions for FY 2016 -2017
Necessary for the 2013 Bond Construction Program Facilities Expansion

	ORG NUMBER	ACCOUNT NAME	TITLE	CLASSIFICATION EXEMPT/NON EXEMPT	GRADE	SALARY BUDGET
24	450006	Facility Maintenance	Campus Facility Manager	Professional/ Technical Exempt	Grade E	\$ 26,719
25	450006	Facility Maintenance	Carpenter	Classified	Grade C	\$ 12,325
26	450006	Facility Maintenance	Carpenter	Classified	Grade C	\$ 12,325
27	450006	Facility Maintenance	Construction Supervisor	Professional/Technical Non-Exempt	Grade C	\$ 13,854
28	450051	Department of Public Safety	Coordinator of Emergency Preparedness and Training	Professional/Technical Non-Exempt	Grade C	\$ 10,500
29	450004	Custodial	Custodial Supervisor	Professional/Technical Non-Exempt	Grade C	\$ 10,391
30	450004	Custodial	Custodian	Classified	Grade A	\$ 16,721
31	450004	Custodial	Custodian	Classified	Grade A	\$ 14,631
32	450004	Custodial	Custodian	Classified	Grade A	\$ 14,631
33	450004	Custodial	Custodian	Classified	Grade A	\$ 14,631
34	450004	Custodial	Custodian	Classified	Grade A	\$ 12,541
35	450004	Custodial	Custodian	Classified	Grade A	\$ 12,541
36	450004	Custodial	Custodian	Classified	Grade A	\$ 12,541
37	450004	Custodial	Custodian	Classified	Grade A	\$ 12,541
38	450004	Custodial	Custodian	Classified	Grade A	\$ 12,541
39	450004	Custodial	Custodian	Classified	Grade A	\$ 12,541
40	450004	Custodial	Custodian	Classified	Grade A	\$ 10,450
41	450004	Custodial	Custodian	Classified	Grade A	\$ 10,450
42	450004	Custodial	Custodian	Classified	Grade A	\$ 10,450
43	450004	Custodial	Custodian	Classified	Grade A	\$ 10,450
44	450004	Custodial	Custodian	Classified	Grade A	\$ 10,450
45	450004	Custodial	Custodian	Classified	Grade A	\$ 8,360
46	450004	Custodial	Custodian	Classified	Grade A	\$ 8,360
47	450004	Custodial	Custodian	Classified	Grade A	\$ 8,360
48	450004	Custodial	Custodian	Classified	Grade A	\$ 8,360
49	450004	Custodial	Custodian	Classified	Grade A	\$ 8,360
50	450004	Custodial	Custodian	Classified	Grade A	\$ 8,360

South Texas College
New Non-Faculty Staff Positions for FY 2016 -2017
Necessary for the 2013 Bond Construction Program Facilities Expansion

	ORG NUMBER	ACCOUNT NAME	TITLE	CLASSIFICATION EXEMPT/NON EXEMPT	GRADE	SALARY BUDGET
51	450004	Custodial	Custodian	Classified	Grade A	\$ 6,270
52	450004	Custodial	Custodian	Classified	Grade A	\$ 6,270
53	450004	Custodial	Custodian	Classified	Grade A	\$ 6,270
54	450004	Custodial	Custodian	Classified	Grade A	\$ 6,270
55	450004	Custodial	Custodian	Classified	Grade A	\$ 6,270
56	450004	Custodial	Custodian	Classified	Grade A	\$ 6,270
57	450004	Custodial	Custodian	Classified	Grade A	\$ 6,270
58	420004	Central Receiving	Distribution Services Specialist	Professional/Technical Non-Exempt	Grade B	\$ 23,334
59	450006	Facility Maintenance	Electrician	Classified	Grade G	\$ 15,026
60	450006	Facility Maintenance	Electrician	Classified	Grade G	\$ 15,026
61	450006	Facility Maintenance	Electrician	Classified	Grade G	\$ 15,026
62	450006	Facility Maintenance	Energy Technician	Classified	Grade F	\$ 11,678
63	450006	Facility Maintenance	Energy Technician	Classified	Grade F	\$ 11,678
64	450003	Operations & Maintenance	Facilities Operations & Maintenance Administrative Coordinator	Professional/ Technical Exempt	Grade E	\$ 10,500
65	420004	Central Receiving	Fixed Asset & Receiving Technician	Classified	Grade A	\$ 16,667
66	420004	Central Receiving	Fixed Asset & Receiving Technician	Classified	Grade A	\$ 16,667
67	450004	Custodial	Floor Technicians	Classified	Grade A	\$ 8,360
68	450004	Custodial	Floor Technicians	Classified	Grade A	\$ 6,270
69	450004	Custodial	Floor Technicians	Classified	Grade A	\$ 6,270
70	450004	Custodial	Floor Technicians	Classified	Grade A	\$ 6,270
71	450004	Custodial	Floor Technicians	Classified	Grade A	\$ 6,270
72	430001	Dir Fac Planning & Construction	FPC Project Manager	Professional/ Technical Exempt	Grade F	\$ 40,000
73	430001	Dir Fac Planning & Construction	FPC Project Technician	Classified	Grade E	\$ 16,000
74	460001	Human Resources	HR Assistant	Classified	Grade C	\$ 26,583
75	460001	Human Resources	HR Assistant	Classified	Grade C	\$ 26,583
76	460001	Human Resources	HR Staffing Specialist	Professional/Technical Non-Exempt	Grade B	\$ 32,083
77	450004	Custodial	Lead Custodian	Classified	Grade C	\$ 17,255

South Texas College
New Non-Faculty Staff Positions for FY 2016 -2017
Necessary for the 2013 Bond Construction Program Facilities Expansion

	ORG NUMBER	ACCOUNT NAME	TITLE	CLASSIFICATION EXEMPT/NON EXEMPT	GRADE	SALARY BUDGET
78	450004	Custodial	Lead Custodian	Classified	Grade C	\$ 14,790
79	450004	Custodial	Lead Custodian	Classified	Grade C	\$ 9,860
80	450004	Custodial	Lead Custodian	Classified	Grade C	\$ 9,860
81	450006	Facility Maintenance	Locksmith	Classified	Grade F	\$ 10,617
82	450006	Facility Maintenance	Maintenance Assistant	Classified	Grade E	\$ 13,307
83	450006	Facility Maintenance	Maintenance Assistant	Classified	Grade E	\$ 13,307
84	450006	Facility Maintenance	Maintenance Assistant	Classified	Grade E	\$ 13,307
85	450006	Facility Maintenance	Maintenance Technician	Classified	Grade F	\$ 14,598
86	450006	Facility Maintenance	Maintenance Technician	Classified	Grade F	\$ 14,598
87	450006	Facility Maintenance	Maintenance Technician	Classified	Grade F	\$ 14,598
88	450006	Facility Maintenance	Maintenance Technician	Classified	Grade F	\$ 14,598
89	450003	Operations & Maintenance	Operations Support Coordinator	Professional/Technical Non-Exempt	Grade C	\$ 8,975
90	450006	Facility Maintenance	Painter	Classified	Grade A	\$ 10,450
91	450006	Facility Maintenance	Painter	Classified	Grade A	\$ 10,450
92	410013	Business Office	Payroll Specialist	Professional/Technical Non-Exempt	Grade B	\$ 17,500
93	450006	Facility Maintenance	Plumber	Classified	Grade A	\$ 10,450
94	450006	Facility Maintenance	Plumber	Classified	Grade A	\$ 10,450
95	450006	Facility Maintenance	Plumber	Classified	Grade A	\$ 10,450
96	450051	Department of Public Safety	Police Compliance Coordinator	Professional/Technical Non-Exempt	Grade C	\$ 12,031
97	450051	Department of Public Safety	Police Officer	Professional/Technical Non-Exempt	Grade C	\$ 32,000
98	450051	Department of Public Safety	Police Officer	Professional/Technical Non-Exempt	Grade C	\$ 32,000
99	450051	Department of Public Safety	Police Officer	Professional/Technical Non-Exempt	Grade C	\$ 32,000
100	450051	Department of Public Safety	Police Officer	Professional/Technical Non-Exempt	Grade C	\$ 32,000
101	450051	Department of Public Safety	Police Officer	Professional/Technical Non-Exempt	Grade C	\$ 32,000
102	450002	Safety and Security	Security Guard	Classified	Grade D	\$ 15,333
103	450002	Safety and Security	Security Guard	Classified	Grade D	\$ 15,333
104	450002	Safety and Security	Security Guard	Classified	Grade D	\$ 15,333

South Texas College
New Non-Faculty Staff Positions for FY 2016 -2017
Necessary for the 2013 Bond Construction Program Facilities Expansion

	ORG NUMBER	ACCOUNT NAME	TITLE	CLASSIFICATION EXEMPT/NON EXEMPT	GRADE	SALARY BUDGET
105	450002	Safety and Security	Security Guard	Classified	Grade D	\$ 15,333
106	450002	Safety and Security	Security Guard	Classified	Grade D	\$ 15,333
107	450002	Safety and Security	Security Guard	Classified	Grade D	\$ 15,333
108	450002	Safety and Security	Security Guard	Classified	Grade D	\$ 23,000
109	450002	Safety and Security	Security Guard	Classified	Grade D	\$ 23,000
110	450002	Safety and Security	Security Guard	Classified	Grade D	\$ 23,000
111	450002	Safety and Security	Security Guard	Classified	Grade D	\$ 23,000
112	450002	Safety and Security	Security Guard	Classified	Grade D	\$ 23,000
113	450002	Safety and Security	Security Guard	Classified	Grade D	\$ 23,000
114	450002	Safety and Security	Security Support Specialist	Professional/Technical Non-Exempt	Grade B	\$ 9,969
115	430001	Dir Fac Planning & Construction	Technical Facilities Specialist	Professional/Technical Non-Exempt	Grade B	\$ 21,333
116	450006	Facility Maintenance	Warehouse Technician	Classified	Grade E	\$ 12,541
Total for Vice President for Finance and Administrative Services						\$ 1,528,847
Vice President for Information Services and Planning						
117	511001	Client Support Services	Client Services Specialist	Professional/Technical Non-Exempt	Grade B	\$ 11,250
118	520005	Technology Support Services	Computer Analyst	Professional/Technical Non-Exempt	Grade D	\$ 27,147
119	520005	Technology Support Services	Computer Services Specialist	Professional/Technical Non-Exempt	Grade B	\$ 15,750
120	520005	Technology Support Services	Computer Services Specialist	Professional/Technical Non-Exempt	Grade B	\$ 15,750
121	520005	Technology Support Services	Computer Services Specialist	Professional/Technical Non-Exempt	Grade B	\$ 15,750
122	540001	Instructional Technologies	IT Assistant I (MV)	Classified	Grade C	\$ 7,667
123	540001	Instructional Technologies	IT Assistant I (MV)	Classified	Grade C	\$ 7,667
124	540001	Instructional Technologies	IT Assistant I (STR)	Classified	Grade C	\$ 7,667
125	540001	Instructional Technologies	IT Assistant I (TCH)	Classified	Grade C	\$ 7,667
126	540001	Instructional Technologies	IT Assistant I (PCN)	Classified	Grade C	\$ 15,333
127	540001	Instructional Technologies	IT Assistant I (PCN)	Classified	Grade C	\$ 15,333
128	540001	Instructional Technologies	IT Assistant II (MV)	Classified	Grade E	\$ 8,667
129	540001	Instructional Technologies	IT Assistant II (TCH)	Classified	Grade E	\$ 8,667
130	530013	Library Public Services	Library Specialist	Professional/Technical Non-Exempt	Grade B	\$ 22,000

South Texas College
New Non-Faculty Staff Positions for FY 2016 -2017
Necessary for the 2013 Bond Construction Program Facilities Expansion

	ORG NUMBER	ACCOUNT NAME	TITLE	CLASSIFICATION EXEMPT/NON EXEMPT	GRADE	SALARY BUDGET
131	520002	Telecom	Network Services Analyst I	Professional/Technical Non-Exempt	Grade C	\$ 27,417
132	540005	Learning Commons and Open Labs	Open Lab Technician	Classified	Grade E	\$ 13,000
133	540005	Learning Commons and Open Labs	Open Lab Technician	Classified	Grade E	\$ 13,000
134	540005	Learning Commons and Open Labs	Open Lab Technician	Classified	Grade E	\$ 17,333
135	540005	Learning Commons and Open Labs	Open Lab Technician	Classified	Grade E	\$ 17,333
136	540005	Learning Commons and Open Labs	Open Lab Technician	Classified	Grade E	\$ 17,333
137	540005	Learning Commons and Open Labs	Open Labs Analyst	Professional/Technical Non-Exempt	Grade C	\$ 24,000
138	540001	Instructional Technologies	Project Manager - Instructional Technologies	Professional/ Technical Exempt	Grade E	\$ 21,333
139	540005	Learning Commons and Open Labs	Technology Specialist	Professional/Technical Non-Exempt	Grade B	\$ 22,000
Vice President for Information Services and Planning						\$ 359,064
Vice President for Student Affairs and Enrollment Mgmt.						
140	320001	Admissions & Records	Admissions Specialist	Professional/Technical Non-Exempt	Grade C	\$ 29,166
141	320001	Admissions & Records	Admissions Specialist	Professional/Technical Non-Exempt	Grade C	\$ 14,583
142	350032	Student Affairs	Coordinator of Student Activities	Professional/ Technical Exempt	Grade D	\$ 19,500
143	350032	Student Affairs	Coordinator of Student Activities	Professional/ Technical Exempt	Grade D	\$ 16,250
144	330004	Student Affairs	Counselor (Veterans Support)	Professional/ Technical Exempt	Grade C	\$ 25,000
145	330004	Student Affairs	Counselor (Veterans Support)	Professional/ Technical Exempt	Grade C	\$ 12,500
146	310012	Student Financial Services	Financial Aid Specialist for Veterans	Professional/Technical Non-Exempt	Grade B	\$ 24,167
147	310012	Student Financial Services	Financial Aid Specialist for Veterans	Professional/Technical Non-Exempt	Grade B	\$ 12,083
148	350032	Student Affairs	Secretary (Student Activities)	Classified	Grade B	\$ 9,748
149	350032	Student Affairs	Secretary (Student Activities)	Classified	Grade B	\$ 8,123
150	350032	Student Affairs	Student Activities Specialist	Professional/Technical Non-Exempt	Grade C	\$ 17,500
151	350032	Student Affairs	Student Activities Specialist	Professional/Technical Non-Exempt	Grade C	\$ 17,500
Total for Vice President for Student Affairs and Enrollment Management						\$ 206,120
Total for Funding for New Positions Related to Bond Construction						\$ 2,381,769

Discussion and Action as Necessary on Non-Faculty Salary Adjustments/Reclassifications for FY 2016-2017 as Necessary for the 2013 Bond Construction Program Facilities Expansion

Approval of the Non-Faculty Salary Adjustments/Reclassifications for FY 2016-2017 as Necessary for the 2013 Bond Construction Program Facilities Expansion will be requested at the May 24, 2016 Board meeting.

Administration has reviewed with staff the proposed non-faculty salary adjustments/reclassifications for the 2013 Bond Construction Program Facilities Expansion for FY 2016-2017 and supports the recommendations subject to the availability of funding and Board approval of the final budget. Additional modifications including reductions may be necessary prior to final approval of the Staffing Plan by the Board.

A total of ten (10) Non-Faculty salary adjustments/reclassifications for the 2013 Bond Construction Program Facilities Expansion are being requested for a total amount of \$80,341.

The Finance and Human Resources Committee is asked to review the recommended salary adjustments and reclassifications as necessary for the 2013 Bond Construction Program Facilities Expansion.

A listing of the salary adjustments and reclassifications as necessary for the 2013 Bond Construction Program Facilities Expansion for FY 2016-2017 follows in the packet for the Committee's information and review.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the May 10, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

Recommend Action - It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 24, 2016 Board Meeting the Non-Faculty Salary Adjustments/Reclassifications for FY 2016-2017 as necessary for the 2013 Bond Construction Program Facilities Expansion as presented.

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2016 - 2017
Bond (Not Vacant)

	TITLE	CLASSIFICATION EXEMPT/ NON-EXEMPT	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
Vice President for Finance and Administrative Services						
1	Title Change from Receiving & Distribution Supervisor (Position 700584) to Receiving & Distribution Manager	Professional/ Technical Exempt	Grade E to Grade F	\$ 61,805	\$ 13,820	\$ 75,625
Rationale: • Align title with increased responsibilities resulting from Bond: increase in facilities and additional department staff.						
2	Title Change from Operations Contract Manager (Position 700310) to Operations Contract Support Manager	Professional/ Technical Exempt	Grade E to Grade E	\$ 51,000	\$ 8,900	\$ 59,900
Rationale: • 2013 Bond Construction - 40% increase of sqft, three new physical plants to service, four (4) new emergency generators to maintain, 18 new fire suppression systems to manage, provide pest control and lawn maintenance district-wide.						
3	Title Change from Operations Procurement Manager (Position 717501) to Operations Inventory Procurement Manager	Professional/ Technical Exempt	Grade E to Grade E	\$ 51,700	\$ 8,750	\$ 60,450
Rationale: • 2013 Bond Construction - 40% increase of sqft, one new employee, three new physical plants and increase of inventory to manage district-wide.						
4	Title Change from Lead Custodian III (Position 700259) to Custodial Supervisor	Classified to Professional/Technical Non-Exempt	Grade F to Grade C	\$ 38,841	\$ 6,000	\$ 44,841
Rationale: • 2013 Bond Construction - Mid Valley Campus will have a sqft increase of 43% , 8 new custodians and one physical plant with an inventory room to manage.						
5	Title Change from Lead Custodian III (Position 752502) to Custodial Logistics Supervisor	Classified to Professional/Technical Non-Exempt	Grade F to Grade C	\$ 42,700	\$ 5,000	\$ 47,700
Rationale: • 2013 Bond Construction - 40% increase of sqft district wide and with an increase of moves and setups to manage district-wide.						
6	Title Change from Lead Custodian III (Position 700070) to Custodial Supervisor	Classified to Professional/Technical Non-Exempt	Grade F to Grade C	\$ 43,974	\$ 5,000	\$ 48,974
Rationale: • 2013 Bond Construction - Pecan Campus will have a sqft increase of 30% and 14 new custodians.						
7	Title Change from HVAC Supervisor (Position 716501) to HVAC Supervisor II	Professional/Technical Non-Exempt	Grade C to Grade C	\$ 46,412	\$ 8,588	\$ 55,000
Rationale: • 2013 Bond Construction - 40% increase of sqft, four (4) new employees, three new physical plants and HVAC equipment to service district-wide.						

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2016 - 2017
Bond (Not Vacant)

	TITLE	CLASSIFICATION EXEMPT/ NON-EXEMPT	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
8	Title Change from Plumbing Supervisor (Position 714501) to Plumbing Supervisor II	Professional/Technical Non-Exempt	Grade C to Grade C	\$ 47,801	\$ 8,199	\$ 56,000
Rationale: • 2013 Bond Construction - 40% increase of sqft, three (3) new employees, three new physical plants and plumbing equipment to service district-wide.						
9	Title Change from Electrician Supervisor (Position 715501) to Electrician Supervisor II	Professional/Technical Non-Exempt	Grade C to Grade C	\$ 52,234	\$ 8,044	\$ 60,278
Rationale: • 2013 Bond Construction - 40% increase of sqft, three (3) new employees, three new physical plants and electrical equipment to maintain district-wide.						
10	Title Change from Locksmith Supervisor (Position 712501) to Locksmith Supervisor II	Professional/Technical Non-Exempt	Grade B to Grade C	\$ 46,854	\$ 8,040	\$ 54,894
Rationale: • 2013 Bond Construction - 40% increase of sqft, one(1) new employees, numerous access control devices and door hardware to maintain district-wide.						
Total for Vice President for Finance and Administrative Services					\$ 80,341	
Total for Salary Adjustments/Reclassifications - BOND					\$ 80,341	

**Review and Discussion of Preliminary Summary of Projected Revenues
and Expenditures for FY 2016-2017 with Comparison to FY 2015-2016
Approved Budget**

Enclosed is the Preliminary Summary of Projected Revenues and Expenditures for FY 2016-2017 with comparison to the FY 2015-2016 approved budget for your information and review.

Dr. Reed and Mrs. Mary Elizondo will discuss the preliminary revenues and expenditures projections with the Committee.

This is a preliminary plan for the next fiscal year that includes the following assumptions:

Revenues:

- State appropriation revenue is projected to remain at the FY 2016 level since FY 2017 is the second year of the biennium. An increase is projected in other state revenues consisting of TRS, ORP, and medical insurance for FY 2017, in the amount of \$218,282. The state appropriation amount is based on the allocations in HB1 and the other state revenue is based on state allocation schedules.
- Tuition for FY 2017 is based on projected enrollment of 19,755 traditional students, a 2% increase from Fall 2015, and 16,796 dual enrollment tuition free students for Fall 2016. The projections indicate an increase in tuition of approximately \$36,208 in FY 2017 and include the Board approved increases to the Biology and Chemistry differential tuition rates of \$5 per semester credit hour.
- Fees for FY 2017 are based on the same enrollment projections as tuition. The projections include the Board approved increase of \$50 per student and course for the Dual Credit Late Processing Fee, the increase of \$10 per student for the Registration Fee, the increase of \$10 per student for the Registration Fee After Deadline, the increase of \$2 per semester credit hour for the Information Technology Fee, the increase of \$1 per semester credit hour for the Learning Support Fee, the increase of \$5 for the Installment Plan Fee, the increase of \$5 for the Installment Plan Late Payment Fee, and the \$5 increase for the Emergency Loan Late Payment Fee. The projections indicate an increase in fees of approximately \$1,564,386 in FY 2017.
- Other revenue is expected to increase \$412,012 in FY 2017. The projected increase is mainly due to the increased interest revenue.
- Tax revenue for FY 2017 is expected to increase \$1,000,000, due to an increase in tax appraised values. Of the total increase in tax revenue, approximately \$200,000 is due to the increase tax rate of 3 cents related to the 2013 Bond Program.

- Carryover Allocations is projected to increase \$12,637,859 in FY 2017. The increase mainly resulted from the decrease of \$2,000,000 in the transfer to the Unexpended Plant Fund, the increase of \$1,886,634 in the Capital Carryover, and the increase of \$12,751,225 funded from FY 2015 and FY 2016 M&O tax revenue which will be used for furniture and equipment.

Expenditures:

- The Salary expenditures budget is proposed to increase by \$8,120,962 in FY 2017 mainly due to the following:

Addition of new faculty positions approved by the Board of Trustees at the November 24, 2015 Board Meeting	\$550,000
Proposed salary adjustments for faculty and staff	1,726,847
New proposed non faculty positions	248,010
Full funding of previously partially funded positions	1,732,835
Adjunct Pool Salary Increase approved by the Board of Trustees at the January 22, 2016 Board Meeting	1,174,339
Salary Adjustments/Reclassifications and Pool Adjustments	226,821
Bond-New Positions	2,381,769
Bond-Salary Adjustments/Reclassifications	80,341
Total	\$8,120,962

- The Benefits expenditures budget for FY 2017 is proposed to increase by \$1,241,887.
- The Operating expenditures budget for FY 2017 is proposed to increase by \$9,298,435.
 - ⇒ The operating budget is proposed to decrease by \$264,984 based on the needs of the College’s departments.
 - ⇒ In addition, the operating budget is proposed to increase by \$9,563,419 for furniture and equipment for the new bond buildings to be funded from the new bond M&O tax revenue.
- The Travel expenditures budget for FY 2017 is proposed to increase by \$127,383. Approximately 25 percent of the travel budget represents local mileage reimbursement for faculty.
- The Capital Outlay expenditures budget for FY 2017 is proposed to increase by \$3,860,167.

- ⇒ The capital budget is proposed to increase by \$672,361 based on the needs of the College's departments.
- ⇒ In addition, the capital budget is proposed to increase by \$3,187,806 for equipment for the new bond buildings to be funded from the new bond M&O tax revenue.
- The Transfers and Contingencies budget for FY 2017 is proposed to decrease by \$6,780,087. The decrease is primarily due to the decrease of \$4,776,487 to the M&O Tax Bond Program Reserve because a portion of the M&O tax revenue generated in FY 2017 will be used to fund salaries, benefits, operating, and capital expenditures. The transfer to the Unexpended Plant Fund decreased by \$2,000,000 and the MTR Bond Series 2007 debt service is projected to decrease by \$3,600 in FY 2017. This debt service is paid from maintenance and operations taxes.

The Preliminary Summary of Projected Revenues and Expenditures for FY 2016-2017 with Comparison to the FY 2015-2016 approved budget follows in the packet.

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

South Texas College

Preliminary

Unrestricted Fund

Preliminary Summary of Projected Revenues and Expenditures

Fiscal Years 2016-2017

May 5, 2016

Summary of Revenues	FY 2016 Approved Budget	FY 2017 Requested Budget	Difference FY 2016 Approved to FY 2017 Requested
State Appropriation Revenue	\$ 38,583,036	\$ 38,583,036	\$ -
<i>Other State Revenue-ORP</i>	467,199	509,894	42,695
<i>Other State Revenue-TRS</i>	1,921,405	2,096,992	175,587
<i>Other State Revenue-HEGI</i>	4,641,377	4,641,377	-
Other State Revenue Subtotal	7,029,981	7,248,263	218,282
Total State Revenues	45,613,017	45,831,299	218,282
Total Tuition	31,960,703	31,996,911	36,208
Total Fees	26,274,482	27,838,868	1,564,386
Total Other Revenues	3,801,648	4,213,660	412,012
Total Local Taxes	36,508,562	37,308,562	800,000
Total M&O Tax Bond Program 2013	9,063,214	9,263,214	200,000
Total Carryover Allocations	9,954,060	22,591,919	12,637,859
Total Revenues	\$ 163,175,686	\$ 179,044,433	\$ 15,868,747

Summary of Expenditures	FY 2016 Approved Budget	FY 2017 Requested Budget	Difference FY 2016 Approved to FY 2017 Requested
Total Salaries	\$ 85,239,693	\$ 93,360,655	\$ 8,120,962
Total Benefits	24,732,821	25,974,708	1,241,887
Total Operating	31,995,989	41,294,424	9,298,435
Total Travel	1,968,296	2,095,679	127,383
Total Capital Outlay	2,214,273	6,074,440	3,860,167
Total Expenditures	\$ 146,151,072	\$ 168,799,906	\$ 22,648,834
Transfers & Reserves			
Debt Service (MTR Bond Series 2007)	397,400	393,800	(3,600)
Transfer to Unexpended Plant Fund	5,000,000	3,000,000	(2,000,000)
Transfer to NAAMREI/IAM	564,000	564,000	-
Contingency Fund	2,000,000	2,000,000	-
M&O Tax Bond Program 2013	9,063,214	4,286,727	(4,776,487)
Total Transfers & Reserves	17,024,614	10,244,527	(6,780,087)
Total Expenditures, Transfers and Reserves	\$ 163,175,686	\$ 179,044,433	\$ 15,868,747

Revenues over Expenditures	\$ -	\$ -	\$ -
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Discussion and Action as Necessary on Proposed Projects for Internal Auditor

Approval of proposed projects for the Internal Auditor will be requested at the May 24, 2016 Board meeting.

Staff is recommending projects for the Board's consideration for the Internal Auditor's review for this Fiscal Year and Fiscal Year 2016-2017. The projects listed below are proposed as the assignments for the Internal Auditor.

- FY 2015-2016 (Scheduled)
 1. Fraud Survey
 2. Surprise Cash Counts – Cashiers Office
 3. Departmental Fixed Assets
 4. Human Resources - Employment Eligibility Verification Form I-9 (U.S. Citizenship and Immigration Services)
 5. Mileage Reimbursement Procedures
 6. Food Services Department Cash Handling Procedures

- FY 2016-2017 (Scheduled)
 1. Property Taxes – Internal controls of Hidalgo County and Starr County Tax Assessor-Collectors' tax assessing, collecting, and reporting procedures and processes (pertaining to the College's tax transactions)
 2. Fraud Survey
 3. Time Keeping System Compliance
 4. Custodial Services - Work Orders, Purchase Orders, and Inventory
 5. Student Activities Procedures
 6. Banner Computer System Security and Access

The list of Internal Audits conducted for FY 2003-2004 through FY 2016-2017 follows in the packet for the Committee's information and review.

Recommend Action - It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 24, 2016 Board Meeting, the proposed projects for the Internal Auditor as presented.

**South Texas College
Internal Auditing Services for the Period of FY 2004 through FY 2017**

	Audit Area	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
1	Accounts Payable -Operations				07/24/07										
2	Accounts Payable -Purchasing & A/P								06/30/11						
3	Cash -Controls and safeguards -Bank Reconciliation -Check and deposit preparation					02/06/08									
4	Cash -Bank Reconciliation								06/15/11						
5	Contracts -Solicitation/Renewal Process -Record keeping					06/25/08				06/28/12					
6	Student Receivables/ Third Party -Billing -Collections -Reconciliation							05/25/10							
7	Scholarship Funds -Valley Scholars -Pledges -Awards -Other Scholarships							05/25/10			08/22/13				
8	Property Taxes -Rec. & Rollback Taxes								10/14/10			Requested- Not Performed	Proposed Not Completed		Proposed
9	Grants- Title V				01/08/07										
10	Grants- Wired						05/19/09 06/19/09								
11	Financial Aid -Accounting -Awards -Reporting				03/01/07						05/07/13				
12	Fraud Survey		10/27/04	09/22/05	02/19/07	11/22/07	11/03/08	11/18/09	11/12/10	11/08/11	10/18/12	11/08/13	Complete	Proposed	Proposed



**South Texas College
Internal Auditing Services for the Period of FY 2004 through FY 2017**

	Audit Area	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
13	Investments -Compliance -Collateral Documentation -Transfers for Debt Service -System for Monitoring Maturities			08/28/06				02/19/10							
14	Travel			06/27/06											
15	Purchasing		06/30/05					02/19/10							
16	Grants - Federal Workstudy, Federal Pell Grant, Carl Perkins, and Workforce Investment Act	06/30/04		10/27/05			01/19/09								
17	Human Resources and Payroll -Compliance & Controls			01/31/06						10/21/11					
18	Surprise Cash Counts and Cash Handling Controls over Student Tuition and Fees Collection		06/30/05						10/20/10 06/16/11			Requested- Not Performed	Proposed Not Completed	Proposed	
19	Fixed Assets		09/28/04												
20	Fixed Assets -Capital Assets							02/19/10	07/01/11						
21	Construction Contracts	02/11/04													
22	Debt Service -Bond Payments -Continuing Disclosure Requirements -Arbitrage -Bond Restrictions			03/01/06					10/14/10 10/14/10						
23	Copiers														
24	Cell Phones														
25	Fuel Cards & Related Expenditures														

**South Texas College
Internal Auditing Services for the Period of FY 2004 through FY 2017**

	Audit Area	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
26	TimeForce Time Keeping System Compliance -Internal Control Procedures								5/5/2011 In Progress Not completed						
27	Time Keeping System Compliance -Departmental Procedures											Requested - Not Performed	Proposed Not Completed		Proposed
28	Red Flag Rules									01/06/12					
29	Continuing Professional and Workforce Education Department									01/05/12					
30	Fraud Hotline Calls/Investigations											10/29/13			
31	Facilities, Operation & Maintenance- Workorders and Purchase Orders										07/18/13				
32	IT Security and Procedures											09/05/13			
33	Custodial Services- Work Orders, Purchase Orders and Inventory											Requested - Not Performed	Proposed Not Completed		Proposed
34	Departmental Fixed Assets											Requested - Not Performed	Proposed Not Completed		
35	Human Resources- Employment Eligibility Verification Form I-9 (U.S. Citizenship and Immigration Services)											Requested - In Progress	In Progress		Proposed
36	Instructional Technologies Inventory											Requested - In Progress	11/06/14		
37	Student Activities Procedures												Proposed Not Completed		Proposed

**South Texas College
Internal Auditing Services for the Period of FY 2004 through FY 2017**

	Audit Area	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
38	Mileage Reimbursement Procedures												Proposed Not Completed	Proposed	
39	Banner Computer System Security and Access												Proposed Not Completed		Proposed
40	Food Services Department Cash Handling Procedures												Proposed Not Completed	Proposed	
	Total Number of Audits Completed	2	4	6	4	4	7	6	9	5	4	3		6 proposed	6 proposed

Review and Discussion of Position Vacancy Report for FY 2015-2016

The Staffing Plan Position Vacancy Report for FY 2015-2016 follows in the packet for the Committee's information and review. Information is current as of May 5, 2016.

Dr. Shirley A. Reed, President, and Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will be available to respond to questions from the Committee.

Vacancies at Beginning of Fiscal Year 2015 - 2016

- Fiscal Year 2015-2016 started with 97 vacant Full Time Regular positions from the previous fiscal year, and the Board approved seventy four (74) additional new positions for a total of 171 vacant Full Time Regular positions.

Positions Filled during Fiscal Year 2015 - 2016

- One hundred fifteen (115) Full Time, Regular positions have been filled as of May 5, 2016.
- Eighteen (18) Full Time, Regular positions have been filled since the last vacancy report provided as of April 7, 2016.

Position Turnover during Fiscal Year 2015 - 2016

- There have been thirty nine (39) resignations, terminations, and/or retirement notices submitted for Full Time, Regular positions as of May 5, 2016.
- There have been six (6) resignations, terminations, and/or retirement notices submitted since the last vacancy report provided as of April 7, 2016.

Further details can be found in the Position Vacancy Report on the following pages.

The Position Vacancy Report for Fiscal Year 2015-2016 and Positions Filled and Vacated Report are presented for information and review by the Committee. No action is required from the Committee.

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
Academic Advancement							
Academic Advancement	700089	CONT	Classified Non-Exempt	Administrative Assistant	08-31-15	Filled	02-01-16
Curriculum & Student Learning	703335	NEW	Prof/Tech Support Exempt	Curriculum & Scheduling Coordinator	New for FY16	Filled	01-11-16
HS Programs and Services	703285	CONT	Prof/Tech Support Non-Exempt	Academics Specialist	09-30-15	Filled	04-18-16
HS Programs and Services	701286	CONT	Administrative Exempt	Dir of Academics & HS Projects	08-31-15	Filled	12-07-15
HS Programs and Services	702203	CONT	Classified Non-Exempt	Secretary	09-30-15	Filled	03-21-16
Academic Affairs							
Academic Affairs	708279	CONT	Prof/Tech Support Exempt	Academic Grants & Proj Offcr	08-23-15	Filled	02-15-16
Distance Learning	701374	CONT	Prof/Tech Support Non-Exempt	Course Development Specialist	06-30-15	Filled	11-09-15
Distance Learning	704276	CONT	Prof/Tech Support Exempt	Instructional Designer	08-31-15	Filled	01-11-16
Division of Business and Technology							
Business and Technology	701264	CONT	Classified Non-Exempt	Lab Assistant - Business and	09-01-15	Filled	12-01-15
Division of Liberal Arts and Social Sciences							
Division of Liberal Arts and Social Sciences	702222	CONT	Classified Non-Exempt	Faculty Secretary	08-31-15	Filled	05-09-16
Division of Liberal Arts and Social Sciences	704150	CONT	Classified Non-Exempt	Faculty Secretary	02-29-16	Filled	05-16-16
Division of Math, Science and Bachelor Programs							
Biology	700204	CONT	Prof/Tech Support Non-Exempt	Lab Specialist II - Biology	07-10-15	Filled	11-09-15
Biology	701204	CONT	Prof/Tech Support Non-Exempt	Lab Specialist II - Biology	08-21-15	Filled	03-01-16
Division of Math, Science & BA Programs	707416	NEW	Prof/Tech Support Exempt	Academic Coach	New for FY16	Filled	05-02-16
Division of Math, Science & BA Programs	708416	NEW	Prof/Tech Support Exempt	Science Lab Coordinator	New for FY16	Filled	05-02-16
Physics	702202	CONT	Classified Non-Exempt	Faculty Secretary	08-18-15	Filled	04-11-16
Division of Nursing and Allied Health							
Associate Degree Nursing	704557	CONT	Prof/Tech Support Non-Exempt	Licensed Lab Assistant -ADN	09-01-15	Filled	02-01-16
Emergency Medical Technology	700012	CONT	Classified Non-Exempt	Faculty Secretary	08-05-15	Filled	04-25-16
Finance and Administrative Services							
Accountability Svcs	705160	CONT	Classified Non-Exempt	Accountability Assistant	Frozen in FY14 & FY15	Filled	02-29-16
Business Office	736184	CONT	Prof/Tech Support Non-Exempt	Accountant	06-30-14	Filled	03-21-16
Business Office	728184	CONT	Prof/Tech Support Non-Exempt	Accountant	06-30-14	Filled	04-28-16
Business Office	704184	CONT	Classified Non-Exempt	Accounting Assistant	02-18-15	Filled	01-01-16
Business Office	738184	CONT	Classified Non-Exempt	Accounting Assistant	07-05-15	Filled	02-01-16
Business Office	702184	CONT	Prof/Tech Support Non-Exempt	Accounting Specialist	04-30-14	Filled	05-02-16
Business Office	748184	NEW	Prof/Tech Support Non-Exempt	Accounting Specialist	New for FY16	Filled	05-09-16
Business Office	745184	CONT	Administrative Exempt	Associate Comptroller	09-01-14	Filled	09-01-15
Cashiers Office	700050	CONT	Classified Non-Exempt	Cashier	03-31-15	Filled	09-14-15
Cashiers Office	727184	CONT	Classified Non-Exempt	Cashier	04-05-15	Filled	11-02-15
Cashiers Office	794184	CONT	Classified Non-Exempt	Cashier	06-15-15	Filled	05-09-16

Positions Filled in FY2015-2016

As of May 5, 2016

Hired

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
Central Receiving	711584	NEW	Classified Non-Exempt	Fixed Asset and Receiving Technician	New for FY16	Filled	05-02-16
Central Receiving	710584	NEW	Classified Non-Exempt	Fixed Asset and Receiving Technician	New for FY16	Filled	05-02-16
Custodial	700502	CONT	Classified Non-Exempt	Custodian	03-06-15	Filled	11-09-15
Custodial	721502	CONT	Classified Non-Exempt	Custodian	01-23-15	Filled	12-01-15
Custodial	753502	CONT	Classified Non-Exempt	Lead Custodian	05-11-15	Filled	05-02-16
Fac Planning & Construction	719501	NEW	Classified Non-Exempt	Space Management Technician	New for FY16	Filled	03-21-16
Facility Maintenance	702515	CONT	Classified Non-Exempt	Electrician	05-31-15	Filled	11-10-15
Human Resources	722240	NEW	Administrative Exempt	Employee Relations Officer	New for FY16	Filled	04-01-16
Human Resources	717240	CONT	Classified Non-Exempt	Payroll Assistant - Human Resources	06-07-15	Filled	09-09-15
Human Resources	702240	CONT	Classified Non-Exempt	Payroll Assistant - Human Resources	02-28-16	Filled	05-16-16
Internal Audits	700273	NEW	Administrative Exempt	Internal Auditor	New for FY16	Filled	04-04-16
Office of Safety and Security	749514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	746514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	743514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	747514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	733514	NEW	Prof/Tech Support Non-Exempt	Security Guard Specialist	New for FY16	Filled	12-01-15
Office of Safety and Security	745514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	751514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	757514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	753514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	754514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	752514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	756514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	758514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	759514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	750514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-01-15
Office of Safety and Security	755514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	12-04-15
Office of Safety and Security	742514	NEW	Classified Non-Exempt	Security Guard	New for FY16	Filled	04-11-16
Office of Safety and Security	734514	NEW	Prof/Tech Support Non-Exempt	Security Guard Specialist	New for FY16	Filled	12-01-15
Office of Safety and Security	740514	NEW	Prof/Tech Support Non-Exempt	Security Guard Specialist	New for FY16	Filled	12-01-15
Office of Safety and Security	735514	NEW	Prof/Tech Support Non-Exempt	Security Guard Specialist	New for FY16	Filled	12-01-15
Office of Safety and Security	736514	NEW	Prof/Tech Support Non-Exempt	Security Guard Specialist	New for FY16	Filled	12-01-15
Office of Safety and Security	737514	NEW	Prof/Tech Support Non-Exempt	Security Guard Specialist	New for FY16	Filled	12-01-15
Office of Safety and Security	739514	NEW	Prof/Tech Support Non-Exempt	Security Guard Specialist	New for FY16	Filled	12-01-15
Office of Safety and Security	741514	NEW	Prof/Tech Support Non-Exempt	Security Guard Specialist	New for FY16	Filled	12-01-15
Office of Safety and Security	732514	NEW	Prof/Tech Support Non-Exempt	Security Guard Specialist	New for FY16	Filled	01-04-16

Positions Filled in FY2015-2016

As of May 5, 2016

Hired

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
STC Police	722514	CONT	Prof/Tech Support Non-Exempt	Police Dispatcher	12-31-14	Filled	09-14-15
STC Police	703514	CONT	Prof/Tech Support Non-Exempt	Police Dispatcher	08-31-15	Filled	02-01-16
STC Police	715514	CONT	Prof/Tech Support Non-Exempt	Police Officer	06-21-15	Filled	10-19-15
STC Police	724514	CONT	Prof/Tech Support Non-Exempt	Police Sergeant	12-31-15	Filled	05-09-16
Information Services, Planning and Strategic Initiatives							
Centers for Learning Excellence	720423	CONT	Prof/Tech Support Non-Exempt	CLE Manager	05-08-15	Filled	01-11-16
Centers for Learning Excellence	721423	CONT	Prof/Tech Support Non-Exempt	CLE Manager	07-31-15	Filled	02-08-16
Centers for Learning Excellence	703591	CONT	Administrative Exempt	Director of Ctrs for Lrng Excellence	09-01-05	Filled	12-01-15
Centers for Learning Excellence	722426	NEW	Prof/Tech Support Non-Exempt	Learning Excellence Specialist	New for FY16	Filled	05-02-16
Centers for Learning Excellence	705423	CONT	Classified Non-Exempt	Secretary	08-01-15	Filled	11-02-15
Client Services	704392	CONT	Prof/Tech Support Non-Exempt	Client Services Specialist	07-31-14	Filled	10-19-15
Infrastructure	717393	CONT	Prof/Tech Support Exempt	Applications Analyst III	09-01-14	Filled	10-14-15
Infrastructure	716393	CONT	Prof/Tech Support Exempt	Applications Analyst III	09-01-14	Filled	11-02-15
Infrastructure	710395	CONT	Prof/Tech Support Non-Exempt	Web Application Specialist	08-31-13	Filled	05-02-16
Instructional Technologies	700186	CONT	Classified Non-Exempt	Instructional Technologies Assistant I	09-13-15	Filled	04-04-16
Learning Commons and Open Labs	715397	NEW	Prof/Tech Support Non-Exempt	Lab Supervisor	New for FY16	Filled	12-01-15
Learning Commons and Open Labs	712397	CONT	Prof/Tech Support Non-Exempt	Lab Supervisor	11-17-15	Filled	02-17-16
Learning Commons and Open Labs	715102	CONT	Classified Non-Exempt	Open Lab Technician	05-20-15	Filled	09-11-15
Learning Commons and Open Labs	701397	CONT	Classified Non-Exempt	Open Lab Technician	08-20-15	Filled	11-16-15
Learning Commons and Open Labs	702423	CONT	Classified Non-Exempt	Open Lab Technician	09-01-15	Filled	01-04-16
Learning Commons and Open Labs	702271	CONT	Classified Non-Exempt	Open Lab Technician	11-30-15	Filled	03-21-16
Library Acquisition	746101	NEW	Prof/Tech Support Non-Exempt	Graphics and Multimedia Specialist	New for FY16	Filled	02-01-16
Library Public Services	739101	CONT	Prof/Tech Support Non-Exempt	Library Specialist	05-31-15	Filled	09-14-15
Library Public Services	732101	CONT	Prof/Tech Support Non-Exempt	Library Specialist	04-19-15	Filled	09-21-15
Library Public Services	738101	CONT	Prof/Tech Support Non-Exempt	Library Specialist	09-30-15	Filled	05-02-16
Research and Analytical Services	702170	CONT	Prof/Tech Support Exempt	Institutional Research Analyst	07-13-15	Filled	12-01-15
Technology Support	710392	CONT	Prof/Tech Support Exempt	Manager	05-31-14	Filled	09-01-15
Office of the President							
CPWE - State	706587	CONT	Classified Non-Exempt	Customer Service Technician	07-20-15	Filled	04-11-16
CPWE - State	704587	CONT	Classified Non-Exempt	Customer Service Technician	07-31-15	Filled	04-11-16
Grant Development and Compliance	701321	CONT	Administrative Exempt	Director of Grant Dev, Mgmt & Compl	08-31-14	Filled	02-15-16
Public Relations/Marketing	722462	NEW	Prof/Tech Support Non-Exempt	Multimedia Designer	New for FY16	Filled	02-08-16
Public Relations/Marketing	702462	CONT	Prof/Tech Support Non-Exempt	Public Relations Specialist	08-31-15	Filled	05-16-16
Public Relations/Marketing	721462	NEW	Prof/Tech Support Non-Exempt	Social Media Specialist	New for FY16	Filled	03-07-16
Student Affairs and Enrollment Management							
Admissions & Records	713612	CONT	Classified Non-Exempt	Records Technician	03-31-15	Filled	11-02-15

Positions Filled in FY2015-2016
As of May 5, 2016

Hired

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
Advising	732332	CONT	Prof/Tech Support Non-Exempt	Advisor	09-01-14	Filled	10-01-15
Advising	706332	CONT	Prof/Tech Support Non-Exempt	Advisor	10-15-15	Filled	03-07-16
Counseling & Disability Services	700141	CONT	Prof/Tech Support Exempt	Counselor	09-30-15	Filled	03-21-16
Dual2Degree	706610	CONT	Classified Non-Exempt	Administrative Assistant	08-05-15	Filled	02-15-16
Dual2Degree	706190	CONT	Prof/Tech Support Non-Exempt	College Connection Specialist/Recruiter	10-30-15	Filled	03-01-16
Dual2Degree	707190	CONT	Prof/Tech Support Non-Exempt	College Connection Specialist/Recruiter	09-22-15	Filled	03-01-16
Dual2Degree	722610	CONT	Prof/Tech Support Non-Exempt	Coordinator of Dual Enrollment	06-30-15	Filled	11-12-15
Dual2Degree	711610	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	07-02-15	Filled	11-16-15
Dual2Degree	710610	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	10-07-15	Filled	02-15-16
Dual2Degree	700112	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	11-11-15	Filled	04-04-16
Dual2Degree	704610	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	07-31-15	Filled	04-04-16
Judicial Affairs	707191	NEW	Classified Non-Exempt	Secretary	New for FY16	Filled	03-07-16
Student Assessment Center	710331	CONT	Prof/Tech Support Non-Exempt	Testing Specialist	08-17-15	Filled	01-12-16
Student Assessment Center	716331	NEW	Prof/Tech Support Non-Exempt	Testing Specialist	New for FY16	Filled	03-02-16
Student Assessment Center	705331	CONT	Classified Non-Exempt	Staff Secretary	07-05-15	Filled	11-09-15
Student Financial Services	725440	NEW	Prof/Tech Support Exempt	Coordinator of Scholarships	New for FY16	Filled	04-20-16
Student Financial Services	720440	CONT	Prof/Tech Support Non-Exempt	Data Management Coordinator	09-16-15	Filled	03-08-16
Student Financial Services	726440	NEW	Prof/Tech Support Non-Exempt	Financial Aid Specialist	New for FY16	Filled	05-09-16
Total	115						

Vacant Positions - Continuing

Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status (Steps 1 - 5)	Position Status	Proposed Hire Date
Academic Advancement								
Academic Excellence	701279	CONT	Classified Non-Exempt	Valley Scholars Assistant	11-05-15	4	Screening in Progress	05-16-16
Curriculum and Student Learning	700095	CONT	Classified Non-Exempt	Administrative Assistant	02-08-16	4	Screening in Progress	05-16-16
Curriculum and Student Learning	702283	CONT	Prof/Tech Support Non-Exempt	Curriculum Specialist	01-10-16	4	Screening in Progress	05-16-16
HS Programs and Services	701285	CONT	Prof/Tech Support Exempt	Coord of Academics and High School Projects	12-06-15	4	Screening in Progress	06-01-16
HS Programs and Services	705286	CONT	Prof/Tech Support Non-Exempt	Early College High School Specialist	08-12-15	4	Screening in Progress	05-16-16
Professional & Organizational Dev	705352	CONT	Prof/Tech Support Exempt	Coord for Professional & Organizational Dev	09-01-14	4	On Hold	05-02-16
Professional & Organizational Dev	701352	CONT	Prof/Tech Support Non-Exempt	Professional Development Trainer	08-16-15	4	Screening in Progress	05-16-16
Professional & Organizational Dev	704352	CONT	Prof/Tech Support Non-Exempt	Professional Development Specialist	08-23-15	4	Screening in Progress	05-16-16
Academic Affairs								
Distance Learning	706276	CONT	Prof/Tech Support Exempt	Instructional Designer	12-16-15	4	Screening in Progress	06-01-16
Distance Learning	701274	CONT	Prof/Tech Support Non-Exempt	Help Desk Specialist	09-17-15	1	Pending Requisition	06-20-16
Mid Valley Campus	702269	CONT	Classified Non-Exempt	Faculty Secretary	11-15-16	5	Recommendation in Progress	05-16-16
Division of Business and Technology								
Welding	701311	CONT	Classified Non-Exempt	Lab Assistant - Welding	10-03-14	5	Recommendation in Progress	05-16-16
Division of Math, Science and Bachelor Programs								
Chemistry	702200	CONT	Prof/Tech Support Non-Exempt	Lab Specialist I - Chemistry	09-14-15	1	Pending Requisition	06-20-16
Division of Math, Science and Bachelor Programs	701416	CONT	Classified Non-Exempt	Administrative Assistant	11-30-15	1	Pending Requisition	06-01-16
Division of Math, Science and Bachelor Programs	701298	CONT	Classified Non-Exempt	Administrative Assistant	09-01-13	2	Requisition in Progress	06-20-16
Mathematics	702415	CONT	Classified Non-Exempt	Faculty Secretary	08-07-15	4	Screening in Progress	05-16-16
Division of Nursing and Allied Health								
Division of Nursing and Allied Health	701557	CONT	Classified Non-Exempt	Lab Asst - NAH	05-01-16	1	Pending Requisition	06-20-16
Division of Nursing and Allied Health	700164	CONT	Prof/Tech Support Non-Exempt	Senior Administrative Assistant	01-31-16	4	Screening in Progress	05-16-16
Division of Nursing and Allied Health	700557	CONT	Administrative Exempt	Dean for Nursing and Allied Health	08-14-15	3a	Re-Advertised	09-01-16
Emergency Medical Technology	701555	CONT	Prof/Tech Support Non-Exempt	Licensed Lab Assistant - EMT	05-15-14	3a	Re-Advertised	06-01-16
Health Information	700555	CONT	Classified Non-Exempt	Faculty Secretary	10-16-15	4	Screening in Progress	05-16-16
Finance and Administrative Services								
Business Office	701184	CONT	Prof/Tech Support Non-Exempt	Accountant	03-31-16	5	Recommendation in Progress	05-16-16
Business Office	792184	CONT	Classified Non-Exempt	Accounting Assistant	06-22-15	4	Screening in Progress	05-16-16
Business Office	719184	CONT	Classified Non-Exempt	Accounting Assistant	05-01-16	1	Pending Requisition	06-20-16
Business Office	795184	CONT	Classified Non-Exempt	Accounting Assistant	05-08-16	1	Pending Requisition	06-20-16
Business Office	719184	CONT	Classified Non-Exempt	Accounting Assistant	05-01-16	1	Pending Requisition	06-20-16
Business Office	717184	CONT	Prof/Tech Support Non-Exempt	Accounting Specialist	04-27-16	1	Pending Requisition	06-20-16
Business Office	717184	CONT	Prof/Tech Support Non-Exempt	Accounting Specialist	04-27-16	1	Pending Requisition	06-20-16
Cashiers Office	739184	CONT	Prof/Tech Support Exempt	Business System Analyst	Frozen in FY14 & FY15	3a	Re-Advertised	06-01-16
Cashiers Office	712184	CONT	Classified Non-Exempt	Cashier II	09-01-14	5	Recommendation in Progress	05-16-16
Cashiers Office	731184	CONT	Classified Non-Exempt	Cashier II	01-04-16	3	Advertised	06-20-16
Custodial	735502	CONT	Classified Non-Exempt	Custodian	Frozen in FY15	4	Screening in Progress	05-16-16
Custodial	741502	CONT	Classified Non-Exempt	Custodian	06-16-15	5	Recommendation in Progress	05-16-16
Custodial	700180	CONT	Classified Non-Exempt	Custodian	06-21-15	4	Screening in Progress	05-16-16

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress
- x - Position Change

South Texas College

Vacant-Continuing Full-Time Regular Positions from FY2014-2015

As of May 5, 2016

Vacant Positions - Continuing

Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status (Steps 1 - 5)	Position Status	Proposed Hire Date
Custodial	712502	CONT	Classified Non-Exempt	Custodian	08-31-15	5	Recommendation in Progress	05-16-16
Custodial	709502	CONT	Classified Non-Exempt	Custodian	01-25-16	5	Recommendation in Progress	05-16-16
Custodial	737502	CONT	Classified Non-Exempt	Custodian	01-28-16	3a	Re-Advertised	06-01-16
Custodial	707502	CONT	Classified Non-Exempt	Custodian	03-31-16	3	Advertised	06-01-16
Custodial	706502	CONT	Classified Non-Exempt	Custodian	04-22-16	2	Requisition in Progress	06-20-16
Custodial	700007	CONT	Classified Non-Exempt	Custodian	05-01-16	1	Pending Requisition	06-20-16
Fac Planning & Construction	701501	CONT	Administrative Exempt	Director of Facilities Planning and Construction	05-31-15	4	Screening in Progress	05-16-16
Fac Planning & Construction	718501	CONT	Prof/Tech Support Exempt	Facil Plng & Constr Proj Mgr	12-14-15	5	Recommendation in Progress	05-16-16
Fac Planning & Construction	703501	CONT	Prof/Tech Support Exempt	Facil Plng & Constr Proj Mgr	02-24-16	5	Recommendation in Progress	05-16-16
Facility Maintenance	704499	CONT	Classified Non-Exempt	Maintenance Assistant	11-09-15	5	Recommendation in Progress	05-16-16
Facility Maintenance	710501	CONT	Prof/Tech Support Exempt	Operations Energy Manager	03-31-16	1	Pending Requisition	06-20-16
Facility Maintenance	711499	CONT	Classified Non-Exempt	Staff Secretary	08-31-16	2	Requisition in Progress	06-20-16
Human Resources	704240	CONT	Administrative Exempt	Assistant Director of Human Resources	05-01-14	4	Screening in Progress	06-01-16
Human Resources	721240	CONT	Prof/Tech Support Non-Exempt	Human Resources Specialist	09-31-15	4	Screening in Progress	06-01-16
Human Resources	700057	CONT	Prof/Tech Support Non-Exempt	Human Resources Specialist	03-31-16	2	Requisition in Progress	06-20-16
Human Resources	703241	CONT	Prof/Tech Support Exempt	Staffing and Compensation Manager	09-01-14	5	Recommendation in Progress	05-16-16
Office of Safety and Security	708499	CONT	Classified Non-Exempt	Administrative Assistant	08-21-15	2	Requisition in Progress	06-20-16
Office of Safety and Security	709514	CONT	Prof/Tech Support Non-Exempt	Security Support Specialist	03-11-16	4	Screening in Progress	06-01-16
Information Services, Planning and Strategic Initiatives								
Centers for Learning Excellence	707423	CONT	Classified Non-Exempt	Administrative Assistant	09-01-15	4	Screening in Progress	05-16-16
Centers for Learning Excellence	705279	CONT	Prof/Tech Support Non-Exempt	Learning Excellence Specialist	01-10-16	4	Screening in Progress	05-16-16
Infrastructure	703395	CONT	Prof/Tech Support Non-Exempt	Applications Analyst I	06-07-15	4	Screening in Progress	05-16-16
Infrastructure	700194	CONT	Prof/Tech Support Non-Exempt	Reporting Analyst I	05-31-15	3a	Re-Advertised	06-01-16
Infrastructure	703393	CONT	Prof/Tech Support Non-Exempt	Systems Specialist	12-01-15	2	Requisition in Progress	06-20-16
Infrastructure	715393	CONT	Prof/Tech Support Non-Exempt	Web Application Specialist	10-31-13	4	Screening in Progress	05-16-16
Inst'l Effectiveness and Assessment	702171	CONT	Classified Non-Exempt	Administrative Assistant	05-31-16	1	Pending Requisition	06-20-16
Inst'l Effectiveness and Assessment	703625	CONT	Administrative Exempt	Dir Inst'l Effect & Assmnt	08-31-15	4	Screening in Progress	06-01-16
Learning Commons and Open Labs	720397	CONT	Prof/Tech Support Non-Exempt	Lab Specialist II - Open Lab	02-16-16	3	Screening in Progress	06-01-16
Library Acquisition	700258	CONT	Prof/Tech Support Non-Exempt	Library Technical Services Spec	09-20-15	5	Recommendation in Progress	05-16-16
Library Public Services	700060	CONT	Administrative Exempt	Director of Library Public Services	01-31-16	x	Position Chng for FY17	09-01-16
Library Public Services	716101	CONT	Prof/Tech Support Exempt	Librarian II	10-14-15	4	Screening in Progress	06-01-16
Library Public Services	731101	CONT	Prof/Tech Support Exempt	Librarian III	07-31-14	x	Position Chng for FY17	09-01-16
Library Public Services	712101	CONT	Classified Non-Exempt	Library Technical Services Technician	07-20-15	5	Recommendation in Progress	05-16-16
Technology Resources	700242	CONT	Classified Non-Exempt	Administrative Assistant	02-13-15	1	Pending Requisition	06-20-16
Technology Resources	708395	CONT	Prof/Tech Support Non-Exempt	Computer Services Specialist	11-05-15	2	Requisition in Progress	06-20-16
Telecom	702392	CONT	Prof/Tech Support Non-Exempt	Network Services Specialist	06-01-14	5	Recommendation in Progress	05-16-16
TR PM Risk and Security - Instr	709391	CONT	Prof/Tech Support Exempt	Information Security Analyst	07-13-15	5	Recommendation in Progress	05-16-16
TR PM Risk and Security - Instr	701171	CONT	Prof/Tech Support Exempt	Project Manager - Technology Resources	09-01-15	4	Screening in Progress	05-16-16

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress
- x - Position Change

South Texas College

Vacant-Continuing Full-Time Regular Positions from FY2014-2015

As of May 5, 2016

Vacant Positions - Continuing

Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status (Steps 1 - 5)	Position Status	Proposed Hire Date
Office of the President								
Alternative Teacher Certification	701873	CONT	Classified Non-Exempt	Customer Service Technician	09-01-09	4	Screening in Progress	06-01-16
CPWE - State	714590	CONT	Classified Non-Exempt	Customer Service Technician	06-30-12	4	Screening in Progress	06-01-16
CPWE - State	701880	CONT	Administrative Exempt	Director of College and Career Preparation	09-01-15	1	Pending Requisition	06-20-16
CPWE - State	720565	CONT	Administrative Exempt	Director of Professional and Workforce Education	09-01-15	4	Screening in Progress	06-01-16
Grant Development and Compliance	700123	CONT	Prof/Tech Support Exempt	Grant Development Officer	02-21-16	4	Screening in Progress	05-16-16
Grant Development and Compliance	700316	CONT	Prof/Tech Support Exempt	Grant Development Officer	06-22-15	1	Pending Requisition	06-20-16
Office of President	704362	CONT	Classified Non-Exempt	Administrative Assistant	09-01-05	1	Pending Requisition	06-20-16
Office of President	701340	CONT	Executive Exempt	Executive Vice President for Student Success	09-01-14	1	Pending Requisition	06-20-16
Public Relations/Marketing	701462	CONT	Classified Non-Exempt	Administrative Assistant	05-04-16	1	Pending Requisition	06-20-16
Public Relations/Marketing	711462	CONT	Prof/Tech Support Non-Exempt	Coordinator of Community Relations	06-21-15	4	Screening in Progress	05-16-16
Public Relations/Marketing	720462	CONT	Prof/Tech Support Non-Exempt	Web Specialist	05-19-16	1	Pending Requisition	06-20-16
Student Affairs and Enrollment Management								
Career & Employer Services	701275	CONT	Prof/Tech Support Exempt	Coord of Career Services	08-13-15	4	Screening in Progress	06-01-16
College Connections	700126	CONT	Prof/Tech Support Non-Exempt	Student Services Specialist I	11-08-15	4	Screening in Progress	06-01-16
Counseling & Disability Services	703336	CONT	Prof/Tech Support Exempt	Coordinator of ADA Services	01-15-16	2	Requisition in Progress	06-20-16
Student Activities and Wellness	700080	CONT	Prof/Tech Support Non-Exempt	Student Activities Specialist	06-05-15	4	Screening in Progress	05-16-16
Student Activities and Wellness	722330	CONT	Prof/Tech Support Non-Exempt	Student Activities Specialist	03-06-16	4	Screening in Progress	05-16-16
Student Activities and Wellness	702330	CONT	Prof/Tech Support Non-Exempt	Student Activities Specialist	02-29-16	4	Screening in Progress	05-16-16
Student Activities and Wellness	720330	CONT	Prof/Tech Support Non-Exempt	Student Activities Specialist	04-30-16	2	Requisition in Progress	06-20-16
Student Affairs & Enrollment Management	700190	CONT	Executive Exempt	VP Student Affairs & Enrollment Management	08-31-13	4	Screening in Progress	06-01-16
Student Assessment Center	706331	CONT	Classified Non-Exempt	Testing Technician	01-11-16	4	Screening in Progress	05-16-16
Student Assessment Center	702331	CONT	Classified Non-Exempt	Testing Technician	03-01-16	4	Screening in Progress	06-01-16
Student Financial Services	700068	CONT	Classified Non-Exempt	Financial Aid Technician	12-12-14	4	Screening in Progress	06-01-16
Student Financial Services	700015	CONT	Classified Non-Exempt	Financial Aid Technician	04-29-16	1	Pending Requisition	06-20-16
Student Financial Services	722440	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	09-01-14	4	Screening in Progress	05-16-16
Student Financial Services	710440	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	04-08-16	2	Requisition in Progress	06-20-16
Student Financial Services	712440	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	03-07-16	4	Screening in Progress	06-01-16

Budget Unavailable = Budget is allocated and being used for another position, such as a temporary position or direct wage employee

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress
- x - Position Change

Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 5)	Position Status	Proposed Hire Date
Academic Advancement							
HS Programs and Services	720286	NEW	Prof/Tech Support Exempt	Coordinator of Early College High Schools	4	Screening in Progress	06-01-16
Division of Business and Technology							
Welding	707415	NEW	Classified Non-Exempt	Lab Assistant - Welding	2	Requisition in Progress	06-20-16
Division of Liberal Arts and Social Sciences							
Kinesiology	701130	NEW	Prof/Tech Support Exempt	Facilities	4	Screening in Progress	05-16-16
Division of Math, Science and Bachelor Programs							
Division of Math, Science & BA Programs	705416	NEW	Prof/Tech Support Exempt	Center Officer	4	Screening in Progress	05-16-16
Finance and Administrative Services							
Business Office	749184	NEW	Prof/Tech Support Non-Exempt	Accountant	3a	Re-Advertised	06-01-16
Business Office	750184	NEW	Prof/Tech Support Exempt	Financial Analyst	4	Screening in Progress	05-16-16
Human Resources	724240	NEW	Prof/Tech Support Non-Exempt	Human Resources Specialist	4	Screening in Progress	05-16-16
Internal Audits	701273	NEW	Prof/Tech Support Non-Exempt	Staff Audit Specialist	3a	Re-Advertised	06-01-16
Office of Safety and Security	744514	NEW	Classified Non-Exempt	Security Guard	4	Screening in Progress	05-16-16
Office of Safety and Security	738514	NEW	Prof/Tech Support Non-Exempt	Security Guard Specialist	5	Recommendation in Progress	05-16-16
Office of Safety and Security	735514	NEW	Prof/Tech Support Non-Exempt	Security Guard Specialist	3	Advertised	06-20-16
Purchasing	727580	NEW	Prof/Tech Support Exempt	Construction Buyer	4	Screening in Progress	05-16-16
Purchasing	726580	NEW	Prof/Tech Support Non-Exempt	Purchasing Specialist	4	Screening in Progress	05-16-16
Purchasing	728580	NEW	Prof/Tech Support Exempt	Specifications Writer	4	Screening in Progress	05-16-16
Information Services, Planning and Strategic Initiatives							
Centers for Learning Excellence	720426	NEW	Classified Non-Exempt	Student Learning Assistant	2	Requisition in Progress	06-13-16
Centers for Learning Excellence	721426	NEW	Prof/Tech Support Non-Exempt	Learning Excellence Specialist	4	Screening in Progress	05-16-16
Infrastructure - Instruction	719393	NEW	Prof/Tech Support Exempt	Database Analyst	4	Screening in Progress	05-16-16
Institutional Effectiveness and Assessment	709171	NEW	Prof/Tech Support Exempt	Institutional Effectiveness Analyst	3a	Re-Advertised	06-01-16
Research and Analytical Services	715170	NEW	Prof/Tech Support Exempt	Institutional Research Analyst	5	Recommendation in Progress	05-16-16
Technology Resources	710262	NEW	Classified Non-Exempt	Administrative Assistant	4	Screening in Progress	05-16-16
Office of the President							
Public Relations/Marketing	723462	NEW	Prof/Tech Support Non-Exempt	Copy Writer	4	Screening in Progress	05-16-16
Student Affairs and Enrollment Management							
Advising	733332	NEW	Prof/Tech Support Non-Exempt	Advisor	4	Screening in Progress	05-16-16
Advising	734332	NEW	Prof/Tech Support Non-Exempt	Advisor	4	Screening in Progress	05-16-16
Advising	735332	NEW	Prof/Tech Support Non-Exempt	Advisor	4	Screening in Progress	05-16-16
Counseling & Disability Services	709336	NEW	Classified Non-Exempt	Secretary	5	Recommendation in Progress	05-16-16

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress
- x - Position Change

Resignations

Division	Position	Type	Category	Title	Date Position Vacated
Academic Advancement					
Academic Excellence	701279	CONT	Classified Non-Exempt	Valley Scholars Assistant	11-05-15
Curriculum and Student Learning	700095	CONT	Classified Non-Exempt	Administrative Assistant	02-08-16
Academic Affairs					
Distance Learning	701274	CONT	Prof/Tech Support Non-Exempt	Help Desk Specialist	09-17-15
Distance Learning	706276	CONT	Prof/Tech Support Exempt	Instructional Designer	12-16-15
Division of Liberal Arts and Social Sciences					
Division of Liberal Arts and Social Sciences	704150	CONT	Classified Non-Exempt	Faculty Secretary	02-29-16
Division of Math, Science and Bachelor Programs					
Chemistry	702200	CONT	Prof/Tech Support Non-Exempt	Lab Specialist I - Chemistry	09-14-15
Div. of Math, Science & BA Programs	701416	CONT	Classified Non-Exempt	Administrative Assistant	11-30-15
Division of Nursing and Allied Health					
Health Information	700555	CONT	Classified Non-Exempt	Faculty Secretary	10-16-15
Finance and Administrative Services					
Business Office	701184	CONT	Prof/Tech Support Non-Exempt	Accountant	03-31-16
Cashiers Office	731184	CONT	Classified Non-Exempt	Cashier II	01-04-16
Custodial	709502	CONT	Classified Non-Exempt	Custodian	02-05-16
Custodial	737502	CONT	Classified Non-Exempt	Custodian	01-28-16
Custodial	707502	CONT	Classified Non-Exempt	Custodian	03-31-16
Custodial	706502	CONT	Classified Non-Exempt	Custodian	04-22-16
Fac Planning & Construction	703501	CONT	Prof/Tech Support Exempt	Facil Plng & Constr Proj Mgr	02-24-16
Fac Planning & Construction	718501	CONT	Prof/Tech Support Exempt	Facil Plng & Constr Proj Mgr	12-14-15
Facility Maintenance	710501	CONT	Prof/Tech Support Exempt	Operations Energy Manager	03-31-16
Office of Safety and Security	709514	CONT	Prof/Tech Support Non-Exempt	Security Support Specialist	03-11-16
Office of Safety and Security	735514	NEW	Prof/Tech Support Non-Exempt	Security Guard Specialist	03-31-16
Information Services, Planning and Strategic Initiatives					
Infrastructure	714393	CONT	Prof/Tech Support Non-Exempt	Applications Analyst II	10-23-15
Infrastructure	703393	CONT	Prof/Tech Support Non-Exempt	Systems Specialist	12-01-15
Inst'l Effectiveness and Assessment	702171	CONT	Classified Non-Exempt	Administrative Assistant	05-31-16
Learning Commons and Open Labs	712397	CONT	Prof/Tech Support Non-Exempt	Lab Supervisor	11-17-15
Library Acquisition	700258	CONT	Prof/Tech Support Non-Exempt	Library Technical Services Spec	09-20-15
Library Public Services	700060	CONT	Administrative Exempt	Director of Library Public Services	01-31-16
Library Public Services	716101	CONT	Prof/Tech Support Exempt	Librarian II	10-14-15
Technology Resources	708395	CONT	Prof/Tech Support Non-Exempt	Computer Services Specialist	11-05-15
Office of the President					
Public Relations/Marketing	701462	CONT	Classified Non-Exempt	Administrative Assistant	05-04-16
Public Relations/Marketing	720462	CONT	Prof/Tech Support Non-Exempt	Web Specialist	05-19-16
Student Affairs and Enrollment Management					
Advising	706332	CONT	Prof/Tech Support Non-Exempt	Advisor	10-15-15
Counseling & Disability Services	700141	CONT	Prof/Tech Support Exempt	Counselor	09-30-15
Counseling & Disability Services	703336	CONT	Prof/Tech Support Exempt	Coordinator of ADA Services	01-15-16

South Texas College

Resignations in FY2015-2016

As of May 5, 2016

Resignations

Division	Position	Type	Category	Title	Date Position Vacated
Dual2Degree	707190	CONT	Prof/Tech Support Non-Exempt	College Connection Specialist/Recruiter	09-22-15
Dual2Degree	706190	CONT	Prof/Tech Support Non-Exempt	College Connection Specialist/Recruiter	10-30-15
Dual2Degree	710610	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	10-07-15
Student Activities and Wellness	720330	CONT	Prof/Tech Support Non-Exempt	Student Activities Specialist	04-30-16
Student Financial Services	720440	CONT	Prof/Tech Support Non-Exempt	Data Management Coordinator	09-16-15
Student Financial Services	710440	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	04-08-16
Student Financial Services	700015	CONT	Classified Non-Exempt	Financial Aid Technician	04-29-16