

Board of Trustees

Finance, Audit, and Human Resources Committee Meeting

October 11, 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, Audit, and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus
Tuesday, October 11, 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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Finance, Audit, and Human Resources Committee Meeting
October 11, 2016 @ 5:30 p.m.
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**Approval of September 13, 2016 Finance, Audit, and Human Resources
Committee Minutes**

The Minutes for the Finance, Audit, and Human Resources Committee Meeting of September 13, 2016 are presented for Committee approval.

**South Texas College
Board of Trustees
Finance, Audit, and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas
Tuesday, September 13, 2016 @ 5:30 p.m.**

Minutes

The Finance and Human Resources Committee Meeting was held on Tuesday, September 13, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:47 p.m. with Mr. Paul R. Rodriguez, Committee Chair, presiding.

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

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

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mr. Cobby Caputo (via telephone), Mrs. Mary Elizondo, Dr. David Plummer, Mr. Matthew Hebbard, Mr. Paul Varville, Mrs. Becky Cavazos, Ms. Katarina Bugariu, Mrs. Brenda Jo Balderaz, Mr. Khalil Abdullah, and Mr. Andrew Fish

**Approval of August 9, 2016 Finance, Audit, and Human Resources
Committee Minutes**

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Minutes for the Finance, Audit, and Human Resources Committee Meeting of August 9, 2016 were approved as written. The motion carried.

Review and Recommend Action on Purchases and Renewals

Approval of the following purchases and renewals will be requested at the September 27, 2016 Board meeting as follows:

A. Instructional Item

C. Technology Items

B. Non- Instructional Items

A. Instructional Item

- 1) Student Learning Solution Services (Purchase):** purchase student learning solution services from **Pearson Education, Inc.** (Old Tappan, NJ), a sole source

vendor, for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$158,988.00;

2) Industrial Supplies, Materials, and Accessories (Renewal): renew the industrial supplies, materials, and accessories contracts for the period beginning November 25, 2016 through November 24, 2017, at an estimated amount of \$60,000.00 with the following vendors:

- **Burton Companies** (Weslaco, TX)
- **International Industrial Supply Company** (Brownsville, TX)
- **MSC Industrial Supply Company** (Harlingen, TX)
- **Rex Supply Company** (Pharr, TX)

B. Non – Instructional Items

3) Advertisement – Classified Ads (Purchase): purchase advertisement – classified ads from **AIM Media Texas/The Monitor** (McAllen, TX), a sole source vendor, for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$80,000.00;

4) Lease of Storage Warehouse (Purchase): purchase the lease of warehouse with the **McAllen Foreign Trade Zone** (McAllen, TX), a Board approved vendor, for the period beginning January 1, 2017 through December 31, 2017, at a monthly amount of \$4,680.00 totaling \$56,160.00;

5) Chiller Maintenance Services (Renewal): renew the chiller maintenance services contract with **Johnson Controls, Inc.** (Corpus Christi, TX), for the period beginning November 21, 2016 through November 20, 2017, at an annual amount of \$29,828.88 for scheduled services and an estimated amount of \$75,000.00 for repair services totaling \$104,828.88;

6) Promotional T-Shirts for Student Outreach (Renewal): renew promotional t-shirts for student outreach contracts, for the period beginning November 27, 2016 through November 26, 2017, at an estimated amount of \$55,000.00 with the following vendors:

- a. **A & L Athletics** (McAllen, TX)
- b. **Authentic Promotions.com** (Carmichael, CA)
- c. **Champion Awards** (Weslaco, TX)
- d. **Elite Promotions** (Brownsville, TX)
- e. **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
- f. **Images In Ink, Inc.** (McAllen, TX)
- g. **Imprezos Pro Uniforms, LLC.** (Pharr, TX)
- h. **Tekna Impact, LLC.** (McAllen, TX)

C. Technology

7) Audio Visual Equipment and Supplies (Purchase): purchase audio visual equipment and supplies for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$130,000.00 which is based on prior year expenditures, with the following purchasing cooperative vendors:

Vendor/Purchasing Cooperative	Amount
Audio Visual Aids Corp (San Antonio, TX) – Texas Association of School Boards – Buyboard and TIPS Purchasing Cooperative	\$50,000.00

B & H Foto & Electronics, Corp (New York, NY) – Texas Association of School Boards – Buyboard, Harris County Dept of Ed – Choice Partners, and E & I Cooperative Services	\$50,000.00
Best Buy (Richfield, MN/McAllen, TX) – Texas Association of School Boards – Buyboard	\$10,000.00
PCM Gov, Inc. (Chantilly, VA) – Texas Association of School Boards – Buyboard	\$10,000.00
Audio Fidelity Communications Corp/dba Whitlock (Austin, TX) – State of Texas Department of Information Resources (DIR)	\$10,000.00

- 8) **Computer Components, Peripherals, Software, and Supplies (Purchase):** purchase computer components, peripherals, software, and supplies for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$230,000.00 which is based on prior year expenditures, with the following purchasing cooperative vendors:

Vendor/Purchasing Cooperative	Amount
Best Buy (Richfield, MN/McAllen, TX) – Harris County Dept of Ed – Choice Partners	\$10,000.00
CDW Government (Vernon Hills, IL) – State of Texas Department of Information Resources (DIR), National Intergovernmental Purchasing Alliance (NIPA)/Texas Cooperative Purchasing Network (TCPN), National Joint Power Alliance (NJPA), Harris County Dept of Ed – Choice Partners, and TIPS Purchasing Cooperative	\$80,000.00
Dell Marketing, LP. (McAllen, TX) – Department of Information Resources (DIR)	\$80,000.00
GovConnection (Merrimack, NH) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), E & I Purchasing Cooperative, and National Intergovernmental Purchasing Alliance (NIPA)/Texas Cooperative Purchasing Network (TCPN)	\$20,000.00
PCM Gov, Inc. (Chantilly, VA) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), and TIPS Purchasing Cooperative	\$10,000.00
SHI Government Solutions, Inc. (Austin, TX) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), and Harris County Dept of Ed – Choice Partners	\$30,000.00

- 9) **Computers and Tablets (Purchase):** purchase of computers and tablets from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP.** (Dallas, TX), in the total amount of \$343,763.62;
- 10) **Software and Consulting Services (Purchase):** purchase software and consulting services from **Ellucian Company, LP.** (Fairfax, VA) through Texas A&M University – Corpus Christ acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2016 through August 31, 2017, at an estimated cost of \$300,000.00.

The total for all purchases and renewal was \$1,518,669.02.

Upon a motion by Mr. Roy de León and a second by Dr. Alejo Salinas, Jr., the Finance, Audit, and Human Resources Committee recommended Board approval of the purchases and renewals as presented.

**Review and Discussion of Proposed Implementation of Flat Tuition Rates for
Resident Tuition-In-District, Resident Tuition-Out of District, and
Non-Resident Tuition for FY 2017 – 2018**

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services reviewed the proposed implementation of flat tuition rates for Resident Tuition-In-District, Resident Tuition-Out of District, and Non-Resident Tuition for FY 2017 – 2018.

Purpose – The College’s tuition rate schedule is approved by the Board of Trustees for each fiscal year as per Texas Education Code 54.051. The College’s current Tuition Rates for Resident Tuition-In-District, Resident Tuition-Out of District, and Non-Resident Tuition were tiered whereby the cost per credit hour decreased with the number of credit hours taken. As an example, the credit hour rate for 3 credit hours was \$88.00 and the credit hour rate for 15 credit hours was \$67.00. The College proposed to change from a tiered tuition rate to a flat tuition rate structure.

Justification – The implementation of a flat tuition rate would result in two significant beneficial changes.

1. The current tiered schedule prevented the full automation of the College’s enterprise system processes, requiring complex programming and manual processes to be performed. The implementation of flat tuition rates would reduce the need to perform manual processes.
2. Flat tuition rates would streamline processes, resulting in a decrease of the risk of errors occurring in the tuition tables setup, and would be in compliance with the Texas Higher Education Coordinating Board refund rules.

Additionally, flat tuition rates would result in lower tuition rates for Resident-In-District and Resident-Out of District students taking less than nine (9) credit hours and Non-Resident students taking less than six (6) credit hours.

An analysis was prepared to determine a flat tuition rate that would generate the same amount of revenue being generated by the current tiered tuition schedule. The analysis confirmed the overall tuition revenue would not be negatively impacted by this change. The determined flat tuition rates by student classification were as follows:

Type	Original Rates	Flat Rates	Difference
Resident-In-District			
1-2 credit hours	\$ 100	\$ 70	\$ (30)
3 credit hours	88	70	(18)
4-5 credit hours	78	70	(8)
6-8 credit hours	73	70	(3)
9-11 credit hours	68	70	2
>11 credit hours	67	70	3
Resident-Out of District			
1-2 credit hours	\$ 125	\$ 80	\$ (45)
3 credit hours	103	80	(23)
4-5 credit hours	90	80	(10)
6-8 credit hours	84	80	(4)
9-11 credit hours	77	80	3
12-21 credit hours	76	80	4
>21 credit hours	76	80	4
Non-Resident-Out of State			
1 credit hour	\$ 225	\$ 200	\$ (25)
2 credit hours	225	200	(25)
3 credit hours	213	200	(13)
4-5 credit hours	203	200	(3)
6-8 credit hours	198	200	2
9-11 credit hours	193	200	7
12-21 credit hours	192	200	8
>21 credit hours	100	200	100

Reviewers – The flat tuition rates for Resident Tuition-In-District, Resident Tuition-Out of District, and Non-Resident Tuition for FY 2017 – 2018 were reviewed by the President’s Cabinet.

The Committee asked whether peer institutions used a flat-rate, tiered, or other system for tuition. Mrs. Elizondo confirmed that most peer institutions have implemented a flat-rate tuition system similar to the proposal.

The Committee also asked how the proposed flat rate compared to tuition at University of Texas-Rio Grande Valley (UTRGV). While UTRGV used a tiered system, similar to the current system at South Texas College, tuition at any particularly semester credit hour level was approximately 1/3 the cost at South Texas College as compared to the same course load at UTRGV.

Administration was asked whether the proposed higher flat-rate tuition for out-of-district students was sufficient to make up for the loss of tax revenue from out-of-district students.

A flat out-of-district tuition rate of \$87.50 per credit hour would be 25% above the proposed flat in-district tuition rate of \$70.00 per credit hour. This would be an equitable method to establish tuition costs for out-of-district students and make up for the property tax revenue not received from out-of-district students.

Administration had not recently reviewed the out-of-district flat-rate tuition proposal in relation to tax revenue, and agreed to look further into this issue.

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

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

The Staffing Plan Position Vacancy Report Recap for FY 2015 - 2016 was provided in the packet for the Committee's information and review. Information is current as of August 31, 2016.

Dr. Shirley A. Reed, President, and Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, applauded the Office of Human Resources for processing 4,052 applications and filling 171 positions in FY 2015-2016.

The presentation of the data was modified to help communication with Board members and other individuals.

1) Vacancies at Beginning of Fiscal Year 2015 - 2016 **(EXHIBIT A - VACANT POSITIONS - NEW)** **EXHIBIT B - VACANT POSITIONS - CONTINUING)**

- 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.

2) Positions Filled during Fiscal Year 2015 - 2016 **(EXHIBIT C - HIRED)**

- One hundred seventy-one (171) Full Time, Regular positions have been filled as of August 31, 2016.
- Of the one hundred seventy-one (171) positions filled, there was a total of 4,052 applications; averaging 36 applicants per posting.

3) Position Turnover during Fiscal Year 2015 - 2016
(EXHIBIT D - RESIGNATIONS)

- Seventy-one (71) resignations, terminations, and/or retirement notices were submitted for Full Time, Regular positions as of August 31, 2016.

Further details could be found in the Position Vacancy Report within the packet.

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.

Executive Session:

The South Texas College Board Finance and Human Resources Committee convened into Executive Session at 6:03 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.071, Consultations with Attorney
 1. Discussion and Action as Necessary to Terminate Contract with Cardinal Tracking for the Parking Permit and Citation Management System
 2. Update and Action as Necessary Regarding Texas Higher Education Coordinating Board Audit on Continuing Education Formula Funding

Open Session:

The South Texas College Board Finance and Human Resources Committee returned to Open Session at 6:43 p.m.

No action was taken in Executive Session.

Discussion and Action as Necessary to Terminate Contract with Cardinal Tracking for the Parking Permit and Citation Management System

The Board awarded the proposal for a parking permit and citation management system to Cardinal Tracking, Inc. (Lewisville, TX), at a total cost of \$100,320.00 at their February 16, 2016 meeting.

Administration was considering the option of terminating the contract and would provide notice of such possible action to Cardinal Tracking, Inc.

The parking permit and citation management system was used to input and document the acquisition of parking permits and the issuance of citations for parking and traffic control, including fine accumulations, late fees, dismissals, administrative review hearings, and other

related functions. This contract included the purchase of software, implementation, training, and maintenance and support.

Mr. Jesus Ramirez, legal counsel, and Mary Elizondo, Vice President for Finance and Administrative Services, were present at the Committee meeting to address any questions by the committee.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Finance and Human Resources Committee recommended Board approval for the College President to issue a letter to Cardinal Tracking, Inc. declaring them in default of the contract and terminating said contract for the parking permit and citation management system with Cardinal Tracking, Inc. The motion carried.

Update Regarding Texas Higher Education Coordinating Board Audit on Continuing Education Formula Funding

On July 26, 2016 the Board authorized the President to retain legal counsel regarding the Texas Higher Education Coordinating Board Audit.

An update was provided to the Finance, Audit, and Human Resources Committee regarding the audit.

No action was taken.

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 6:45 p.m.

I certify that the foregoing are the true and correct Minutes of the September 13, 2016 Finance and Human Resources Committee Meeting of the South Texas College Board of Trustees.

Mr. Paul R. Rodriguez
Chair

Review and Recommend Action on Purchases and Renewals

Approval of the following purchases and renewals will be requested at the October 25, 2016 Board meeting as follows:

- A. Instructional Item**
- B. Non- Instructional Items**
- C. Technology Items**

A. Instructional Item

1) Training Mannequins (Purchase)

Purchase training mannequins from **Laerdal Medical Corporation** (Wappingers Fall, NY), a sole source vendor, at a total amount of \$195,717.16.

Purpose – The Associate Degree Nursing Program in the Division of Nursing and Allied Health is requesting to purchase three (3) training mannequins for student instruction. They will provide students the opportunity to perform realistic assessments on patient mannequins and will allow them to practice realistic scenarios which help students learn concepts and skills. The students will perform patient treatments in an advanced simulated clinical environment.

Justification and Benefit – The patient simulators have the ability to create clinical reality-based scenarios for student education. It allows faculty to evaluate the student’s care of patients and provide effective and consistent feedback. In addition, this new avenue of clinical teaching methodology in nursing, allows the faculty to evaluate student’s provision of safe and competent care to assigned patients in a simulation environment. The mannequins assist the student in correcting practical skills and enhancing critical thinking. This hands on experience reinforces theory and skills that help with the board exam and/or a certification. Finally, this simulation clinical pedagogy permits students to be exposed to clinical environments and situations that allow very few students for actual observations and practices in the real clinical setting.

Funds for this expenditure are budgeted in the Jobs and Education for Texans (JET) grant budget and Nursing and Allied Health Program budget for FY 2016 – 2017.

B. Non – Instructional Items

2) Furniture (Purchase)

Purchase furniture from the National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA) and State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$122,639.12.

#	Vendor	Amount
A	Allsteel, Inc./ Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$3,789.80
B	Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$762.13

C	ERG International/Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$8,291.63
D	Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$28,327.47
E	Krueger International Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$56,191.52
F	National Office Furniture/Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$25,276.57
	Total	\$122,639.12

The purchases can be summarized as follows:

- Allsteel, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Pecan Campus
 - ⇒ 10 Chairs for the Enrollment Center
- Datum Filing Systems, Inc./Gateway Printing and Office Supply Inc. (Edinburg, TX)
 - ⇒ Pecan Campus
 - ⇒ 3 Shelves for the BAT Program
- ERG International/ Gateway Printing and Office Supply Inc. (Edinburg, TX)
 - ⇒ Pecan Campus
 - 18 Tables for the Enrollment Center
- Exemplis Corporation/ Gateway Printing and Office Supply Inc. (Edinburg, TX)
 - ⇒ Pecan Campus
 - 30 Soft seating sofas for the Enrollment Center
 - ⇒ 7 Chairs for the Business Office
- Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Pecan Campus
 - ⇒ 7 Workstations for the Business Office
 - ⇒ 86 Stools and 33 Chairs for the Enrollment Center
- National Office Furniture/Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Pecan Campus
 - ⇒ 14 Computer Workstations for the Enrollment Center
 - ⇒ 8 Round Tables for the Enrollment Center

Fund for these expenditures are budgeted in the requesting department budgets for FY 2016 - 2017 as follows: BAT/BAS Program, Business Office, and Construction - Pecan Building K Improvements FFE.

3) Catering Services (Renewal)

Renew the catering services contracts for the period beginning November 21, 2016 through November 20, 2017, at an estimated amount of \$80,000.00 based on prior year expenditures. The vendors are as follows:

a	CB Cafes McAllen I, LLC./dba Corner Bakery Café (McAllen, TX)	b	Cornerstone Catering (Mission, TX)
c	Delgar Foods/dba Delia's (McAllen, TX)	d	Domine Catering, LLC. (McAllen, TX)
e	El Reno Investments, LLC./dba Subway 41178 (Mission, TX)	f	Esperanza on Fifth/dba Blimpie Weslaco (Weslaco, TX)
g	H&B Southern Investments/dba Don Pepe's Mexican Restaurant (McAllen, TX)	h	Jason's Deli (Corpus Christi, TX/McAllen, TX)
i	Pizza Properties, Inc./dba Peter Piper Pizza (El Paso, TX/McAllen, TX)	j	RGV Pizza Hut, LLC. (McAllen, TX)

Purpose – Various College departments and programs are requesting to purchase food and drinks for meetings and events that are attended by employees and the community.

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

Background - The Board awarded the contracts for catering services at the October 27, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins November 21, 2016 and ends November 20, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	10/27/15	11/21/15 - 11/20/16	2 – one year options
1 st Renewal	10/25/16		11/21/16 – 11/20/17

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 various Auxiliary Fund budgets for FY 2016 – 2017.

4) Institutional Membership - TACC (Renewal)

Renew the institutional membership - TACC with the **Texas Association of Community Colleges** (TACC) (Austin, TX), a sole source vendor, for the period beginning September 1, 2016 through August 31, 2017, at an amount of \$79,157.00.

Purpose – The Office of the President is requesting to renew the institutional membership which includes the annual association membership, telecommunication membership, building assessment, and mathways assessment.

Justification and Benefit – TACC is comprised of all 50 public community college districts in the state and represents the interests of the colleges before the Texas Legislature and state agencies. The General Appropriations Bill and legislation affecting public community colleges in general have been and remain the principal concern of TACC.

Funds for this expenditure are budgeted in the Non-Public Fund Project budget for FY 2016 – 2017.

5) Reprographic Services (Renewal)

Renew the reprographic services contract with **RGV Reprographics, Inc.** (McAllen, TX), for the period beginning December 12, 2016 through December 11, 2017, at an estimated amount of \$200,000.00.

Purpose – Facilities - Planning and Construction is requesting to renew the contract for reprographic services which covers Bond and Non-Bond construction projects plans.

Justification and Benefit – The reprographic services will include the printing of construction or renovation project documents and specification manuals for the constructions that are interested in submitting a proposal. These documents and manuals are various sizes which require these services. It is also required that all documents and manuals be tracked when released and contractor must provide a deposit.

Background - The Board awarded the contract for reprographic services at the November 24, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins December 12, 2016 and ends December 11, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	11/24/15	12/12/15 - 12/11/16	2 – one year options
1 st Renewal	10/25/16		12/12/16 – 12/11/17

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 Facilities Planning and Construction and various Construction budgets for FY 2016 – 2017.

6) Testing and Balancing for HVAC Systems-On Call Services (Renewal)

Renew the testing and balancing for HVAC systems-on call services contracts for the period beginning November 26, 2016 through November 25, 2017 with the following vendors:

- **Engineered Air Balance Co., Inc.** (San Antonio, TX)
- **National Precisionaire, LLC.** (Houston, TX)

Purpose – Facilities, Planning and Construction is requesting to renew the testing and balancing services for district-wide non-bond construction projects.

Justification and Benefit – The testing and balancing services are needed to certify all heating, ventilation, and air conditioning (HVAC) equipment and systems are operating at the required design capacities as specified in the construction documents for each building renovation project or addition.

Background - The Board awarded the contracts for testing and balancing services at the November 24, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins November 25, 2016 and ends November 24, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	11/24/15	11/25/15 - 11/24/16	2 – one year options
1 st Renewal	10/25/16		11/25/16 – 11/24/17

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 Facilities Planning and Construction and various Non-Bond Construction budgets for FY 2016 – 2017.

C. Technology Items

7) Microsoft Campus License Agreement (Renewal)

Renew the Microsoft Campus License Agreement with **SHI Government Solutions** (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning November 1, 2016 through October 31, 2017, at a total amount of \$109,699.68.

Purpose – Information Technologies is requesting to renew the non-perpetual license with a one year software assurance that includes upgrades to currently used software products and to ensure that all the College owned computers are Microsoft License compliant. These software licenses are used by the College faculty, staff, and students.

Justification and Benefit - The Microsoft Campus License agreement includes the following software: Windows 7 Enterprise Upgrade, Microsoft Office Professional Plus 2013 and Office for Mac 2011, Microsoft Enterprise Client Access License (CAL) Suite, CAL for Lync Server Plus, Office 365 Plan A 2 for Faculty/Staff, Office 365 Plan A2 for Students, one hundred (100) MS Windows Server Standard licenses, and twenty (20) Microsoft Visual Studio Professional with MSDN licenses.

Funds for this expenditure are budgeted in the Client Services budget for FY 2016-2017.

Recommendation:

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the October 25, 2016 Board meeting the purchases and renewals as listed below:

- A. Instructional Item**
- B. Non- Instructional Items**
- C. Technology Items**

A. Instructional Item

- 1) **Training Mannequins (Purchase):** purchase training mannequins from **Laerdal Medical Corporation** (Wappingers Fall, NY), a sole source vendor, at a total amount of \$195,717.16;

B. Non – Instructional Items

- 2) **Furniture (Purchase):** purchase furniture from the National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA) and State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$122,639.12;

#	Vendor	Amount
A	Allsteel, Inc./ Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$3,789.80
B	Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$762.13
C	ERG International/Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$8,291.63
D	Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$28,327.47
E	Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$56,191.52
F	National Office Furniture/Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$25,276.57
	Total	\$122,639.12

- 3) **Catering Services (Renewal):** renew the catering services contracts for the period beginning November 21, 2016 through November 20, 2017, at an estimated amount of \$80,000.00 based on prior year expenditures. The vendors are as follows:

a	CB Cafes McAllen I, LLC/dba Corner Bakery Café (McAllen, TX)	b	Cornerstone Catering (Mission, TX)
c	Delgar Foods/dba Delia's (McAllen, TX)	d	Domine Catering, LLC. (McAllen, TX)
e	EI Reno Investments, LLC/dba Subway 41178 (Mission, TX)	f	Esperanza on Fifth/dba Blimpie Weslaco (Weslaco, TX)
g	H&B Southern Investments/dba Don Pepe's Mexican Restaurant (McAllen, TX)	h	Jason's Deli (Corpus Christi, TX/McAllen, TX)

i	Pizza Properties, Inc./dba Peter Piper Pizza (El Paso, TX/McAllen, TX)	j	RGV Pizza Hut, LLC. (McAllen, TX)
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- 4) **Institutional Membership – TACC (Renewal):** renew the institutional membership – TACC with the **Texas Association of Community Colleges** (TACC) (Austin, TX), a sole source vendor, for the period beginning September 1, 2016 through August 31, 2017, at an amount of \$79,157.00;
- 5) **Reprographic Services (Renewal):** renew the reprographic services contract with **RGV Reprographics, Inc.** (McAllen, TX), for the period beginning December 12, 2016 through December 11, 2017, at an estimated amount of \$200,000.00;
- 6) **Testing and Balancing for HVAC Systems-On Call Services (Renewal):** renew the testing and balancing for HVAC systems-on call services contracts for the period beginning November 26, 2016 through November 25, 2017 with the following vendors:
 - **Engineered Air Balance Co., Inc.** (San Antonio, TX)
 - **National Precisionaire, LLC.** (Houston, TX)

C. Technology

- 7) **Microsoft Campus License Agreement (Renewal):** renew the Microsoft Campus License Agreement with **SHI Government Solutions** (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning November 1, 2016 through October 31, 2017, at a total amount of \$109,699.68.

Recommend Action - The total for all purchases and renewal is \$787,212.96.

SOUTH TEXAS COLLEGE
1. TRAINING MANNEQUINS

VENDOR			Laerdal Medical Corporation	
ADDRESS			167 Myers Corners Rd	
CITY/STATE/ZIP			Wappingers Falls, NY	
PHONE			888-297-7772	
FAX			800-227-1143	
CONTACT			Sherri Brister	
#	Qty	Description	Unit Price	Extension
1	3	SimMan Essential Manikin and Accessories	\$ 37,995.25	\$ 113,985.75
2	3	Laptop LLEAP Instructor	\$ 1,900.00	\$ 5,700.00
3	3	Patient Monitor LLEAP Instructor	\$ 2,997.25	\$ 8,991.75
4	3	Physio-Control Quik-Combo Connector	\$ 41.99	\$ 125.97
5	3	Zoll Defibrillator Connector	\$ 41.99	\$ 125.97
6	3	Defib Training Cable	\$ 112.10	\$ 336.30
7	3	Defib Connection Peg Set (2 pc)	\$ 35.01	\$ 105.03
8	3	SimView Server PC - Digital Only - US Version	\$ 14,999.00	\$ 44,997.00
9	1	SimView Advanced Set Up	\$ 2,635.00	\$ 2,635.00
10	6	SimView IP PTZ Camera	\$ 2,499.00	\$ 14,994.00
11	3	SimView Fixed Camera	\$ 856.80	\$ 2,570.40
12	3	SimView Digital Microphone	\$ 114.10	\$ 342.30
13	3	IP Microphone Cable	\$ 85.40	\$ 256.20
14	2	SimView Advanced Set Up	\$ -	\$ -
15	1	Shipping and Handling	\$ 551.49	\$ 551.49
TOTAL AMOUNT			\$	195,717.16

**SOUTH TEXAS COLLEGE
2. DISTRICT WIDE FURNITURE REQUEST
OCTOBER 25, 2016**

#	Qty	Description	Unit Price	Extension	Requesting Department
Allsteel, Inc./Gateway Printing and Office Supply, Inc. (TXMAS)					
1	10	SCU-UW-DF Scout Adjustable Arms Chair	\$353.98	\$3,539.80	Construction - Pecan Bldg K Improvements FFE - Dr. Shirley A. Reed Chairs will be used at the Pecan Enrollment Center
2	1	Installation	\$250.00	\$250.00	
		Allsteel, Inc. Total		\$3,789.80	
Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc. (TXMAS)					
1	2	2036KS Trakslider Top Shelf 36"w x 20"d	\$13.35	\$26.70	BAT/BAS Program - Ali Esmaili
10		2036SS Slotted Standard Duty Shelf 36"w x 20"d	\$13.35	\$133.50	Shelves will be used to accommodate
2		7620LC Closed "L" Upright 20"d x 76-1/4"h	\$36.42	\$72.84	supplies needed by the Division
1		7620LC Closed "T" Upright 20"d x 76-1/4"h	\$42.06	\$42.06	
4		QB3602 Kick Plate 36"W, 2"H	\$4.72	\$18.88	
10		SB36 Slotted Back Stop 36"w x 2"h	\$3.70	\$37.00	
20		SR20 Shelf Reinforcement 20"	\$1.60	\$32.00	
24		SS-3614 Standard Duty Shelf Support 36", 14 GA	\$2.57	\$61.68	
1		Freight	\$241.00	\$241.00	
1		TXMAS Fee	\$6.47	\$6.47	
2	1	Installation	\$90.00	\$90.00	
		Datum Filing Systems, Inc. Total		\$762.13	
ERG International/Gateway Printing and Office Supply, Inc. (TXMAS)					
1	18	BRH36D Brandon 36"D Bar Height Table	\$397.80	\$7,160.40	Construction - Pecan Bldg K Improvements FFE - Dr. Shirley A. Reed
		Freight	\$501.23	\$501.23	Tables for the Pecan Enrollment Center
2	1	Installation	\$630.00	\$630.00	
		ERG International Total		\$8,291.63	
Exemplis Corporation/Gateway Printing and Office Supply, Inc. (TXMAS)					
1	17	VS.FS8 Visit, Upholstered Arm Chair 35H x 28.5 x 29D	\$880.38	\$14,966.46	Construction Pecan Bldg K Improvements FFE - Dr. Shirley A. Reed
13		VS Visit Armless Single Seat Chair 35H x 22.5 x 29D	\$735.23	\$9,557.99	Soft seating for the Pecan Enrollment Center
2	7	40Y.A17 Multi-Adjustable Arm Chair Upholster Momentum	\$346.86	\$2,428.02	Business Office - Myriam Lopez
					Chairs will be used by the Payroll Department
3	1	Installation	\$1,375.00	\$1,375.00	
		Exemplis Corporation Total		\$28,327.47	

**SOUTH TEXAS COLLEGE
2. DISTRICT WIDE FURNITURE REQUEST
OCTOBER 25, 2016**

#	Qty	Description	Unit Price	Extension	Requesting Department
Krueger International, Inc./Gateway Printing and Office Supply, Inc. (NJPA)					
1	21	Wireworks Standard Horizontal Rail, 24"L Black	\$12.00	\$252.00	Business Office - Myriam Lopez
	21	Wireworks Standard Horizontal Rail, 30"L Black	\$13.44	\$282.24	Workstations will replace the Business Office
	24	Wireworks Standard Horizontal Rail, 42"L Black	\$16.80	\$403.20	Payroll Department desks to have
	7	Wireworks Domestic Power Base Trim/Raceway, 24"W	\$28.32	\$198.24	a more efficient and more productive space area
	7	Wireworks Domestic Power Base Trim/Raceway, 30"W	\$34.08	\$238.56	
	8	Wireworks Domestic Power Base Trim/Raceway, 42"W	\$43.20	\$345.60	
	7	Wireworks Top Caps, 24"W	\$11.52	\$80.64	
	7	Wireworks Top Caps, 30"W	\$13.92	\$97.44	
	8	Wireworks Top Caps, 42"W	\$18.72	\$149.76	
	22	Wireworks Top Cap Splice Plate	\$0.48	\$10.56	
	3	Wireworks 90 Degree 2-way "L" Corner Unupholstered, 66"H	\$144.48	\$433.44	
	10	Wireworks End-of-Run Condition, 66"H	\$55.20	\$552.00	
	7	Wireworks 180 Degree 2-way In-line Connection, 66"H	\$36.00	\$252.00	
	14	Wireworks Laminate Tile, 24"W x 42"H	\$122.40	\$1,713.60	
	14	Wireworks Laminate Tile, 30"W x 42"H	\$158.88	\$2,224.32	
	14	Wireworks Laminate Tile, 30"W x 18"H	\$129.60	\$1,814.40	
	14	Wireworks Laminate Tile, 30"W x 42"H	\$178.08	\$2,493.12	
	16	Wireworks Laminate Tile, 42"W x 18"H	\$148.32	\$2,373.12	
	16	Wireworks Laminate Tile, 42"W x 42"H	\$225.60	\$3,609.60	
	7	Wireworks Universal Overhead w/steel door, on-module, 30"W	\$285.12	\$1,995.84	
	7	Wireworks Universal Overhead w/steel door, on-module, 42"W	\$303.84	\$2,126.88	
	2	Wireworks 3-way "T" Intersection w/3-way cap, Unuphol, 66"H	\$161.76	\$323.52	
	7	Wireworks Curvilinear 60 Deg Cm, 74p Edge, 24x42x24"	\$228.00	\$1,596.00	
	8	Wireworks Adjustable Wall Mount, 66"H	\$102.72	\$821.76	
	7	Wireworks Rectangular Work surface, 74p Edge, 24x30"W	\$134.40	\$940.80	
	7	Wireworks Rectangular Work surface, 74p Edge, 24x36"W	\$144.00	\$1,008.00	
	21	Wireworks Wall Track, 30"H	\$15.36	\$322.56	
	7	700 Series Files Supporting Ped-box/box/File-24" Nominal Depth	\$375.84	\$2,630.88	
	7	701 Series Files Supporting Ped-File/File-24" Nominal Depth	\$343.68	\$2,405.76	
	7	Universal Shelf/Cabinet Task light, 24"W, for 30 & 36 Overheads	\$35.52	\$248.64	
	7	Overhead Task Light, 36"W, for 42 & 48 Overheads	\$38.88	\$272.16	
	2	SLSNAU Strive four-leg Armless Café Stool	\$193.76	\$16,663.36	Construction - Pecan Bldg K Improvements FFE - Dr. Shirley A. Reed
	33	SWNAU Strive High Density Sled Base, Armless Chair	\$149.44	\$4,931.52	Chairs and stools for the Pecan Enrollment Center
	3	Installation	\$2,380.00	\$2,380.00	
		Krueger International, Inc. Total		\$56,191.52	

**SOUTH TEXAS COLLEGE
2. DISTRICT WIDE FURNITURE REQUEST
OCTOBER 25, 2016**

#	Qty	Description	Unit Price	Extension	Requesting Department
National Office Furniture/Gateway Printing and Office Supply, Inc. (TXMAS and NIPA/TCPN)					
1	8	N32T36MGL Reno Table 36 Round	\$497.04	\$3,976.32	Pecan Bldg. K Improvements FFE - Dr. Shirley A. Reed Tables and computer stations for Pecan Enrollment Center
2	2	NCG96299050 Single Sided Strassa Table 24"Dx144"W	\$1,229.26	\$2,458.52	
5	5	NCG96299060 Single Sided Strassa Table 24"Dx192"W	\$1,529.37	\$7,646.85	
2	2	NCG96299070 Single Sided Strassa Table 24"Dx144"W	\$1,104.19	\$2,208.38	
5	5	NCG96299080 Single Sided Strassa Table 24"Dx192"W	\$1,391.30	\$6,956.50	
2	1	Installation	\$2,030.00	\$2,030.00	
		National Office Furniture Total		\$25,276.57	
		FURNITURE TOTAL		\$122,639.12	



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

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

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

July 29, 2016

CB Cafes McAllen I, LLC.
Corner Bakery Cafe
Attn: Adrian Olivarez
3400 Expressway 83
McAllen, TX 78501

Dear Mr. Olivarez:

On October 27, 2015, South Texas College awarded a contract to CB Cafes McAllen I, LLC Corner Bakery Cafe for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2016 through November 20, 2017, which includes a 3% escalation.

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

Sincerely,

A handwritten signature in cursive script that reads 'Becky Cavazos'.

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Adrian Olivarez

Name Printed: Adrian Olivarez

Date: 09/19/2016



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

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

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

July 29, 2016

Cornerstone Catering
Attn: Mr. Roberto Ravelo
4406 Santa Fabiola
Mission, TX 78572

Dear Mr. Ravelo:

On October 27, 2015, South Texas College awarded a contract to Cornerstone Catering for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2016 through November 20, 2017 which includes a 9% escalation.

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

Sincerely,

A handwritten signature in cursive script, appearing to read "Becky Cavazos".

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

Roberto Ravelo
08/11/16



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

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

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

July 29, 2016

Delgar Foods/dba Delia's
Attn: Laura L. Lubin
PO Box 2978
McAllen, TX 78502

Dear Ms. Lubin:

On October 27, 2015, South Texas College awarded a contract to Delgar Foods dba Delia's for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2016 through November 20, 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 November 20, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: Laura Lubin

Date: 8/24/16



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

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

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

July 29, 2016

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

Dear Mr. Domine:

On October 27, 2015, South Texas College awarded a contract to Domine Catering, LLC for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2016 through November 20, 2017 which includes a 4% escalation.

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

Sincerely,

A handwritten signature in cursive script that reads 'Becky Cavazos'.

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Francisco S. Domine

Name Printed: Francisco S. Domine

Date: Aug 23, 2016



South Texas College

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

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

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

July 29, 2016

El Reno Investments, LLC./dba
Subway 41178
Attn: Mr. Alejandro Varela
3005 Las Colunas Lane
Mission, TX 78574

Dear Mr. Varela:

On October 27, 2015, South Texas College awarded a contract to El Reno Investments, LLC dba Subway 41178 for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2016 through November 20, 2017 which includes a 2% escalation.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: ALEJANDRO VARELA

Date: 08/16/16



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

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

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

July 29, 2016

Esperanza on Fifth/dba Blimpie Weslaco
Attn: Mr. Roberto Calvillo
120 West 5th Street
Weslaco, TX 78596

Dear Mr. Calvillo:

On October 27, 2015, South Texas College awarded a contract to Esperanza on Fifth dba Blimpie Weslaco for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2016 through November 20, 2017 which includes a 5% escalation.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Albert Barrera

Name Printed: Albert Barrera

Date: 9/7/2016



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

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

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

July 29, 2016

H&B Southern Investments/dba
Don Pepe's Mexican Restaurant
Attn: Rebecca Jasso
306 N. McCall Road
McAllen, TX 78501

Dear Ms. Jasso:

On October 27, 2015, South Texas College awarded a contract to H&B Southern Investments dba Don Pepe's Mexican Restaurant for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2016 through November 20, 2017 which includes a 10% escalation.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: - General Manager

Name Printed: Lovette Johnson

Date: 8/31/2016



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

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

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

July 29, 2016

Jason's Deli
Attn: Mr. Robert Becquet
6000 S. Staples, Suite 300
Corpus Christi, TX 78413

Dear Mr. Becquet:

On October 27, 2015, South Texas College awarded a contract to Jason's Deli for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2016 through November 20, 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 November 20, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Robert Becquet

Name Printed: Robert Becquet

Date: 8/11/2016



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

Purchasing Department
3200 W Pecan Blvd • McAllen, TX 78501

(956) 872 4681
Fax (956) 872 4688

July 29, 2016

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

Dear Ms. Vaughn:

On October 27, 2015, South Texas College awarded a contract to Pizza Properties, Inc. dba Peter Piper Pizza for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2016 through November 20, 2017, which includes a 3-5% escalation.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Polly H Vaughn

Date: 8/10/2016



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

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

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

July 29, 2016

RGV Pizza Hut, LLC,
Attn: Jose Lozano
2101 N. 23rd Street
McAllen, TX 78501

Dear Mr. Lozano:

On October 27, 2015, South Texas College awarded a contract to RGV Pizza Hut, LLC for Catering Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2016 through November 20, 2017 which includes a 10% escalation.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:
Name Printed: Jose Lozano
Date: 8/19/16

SOUTH TEXAS COLLEGE
4. INSTITUTIONAL MEMBERSHIP - TACC
QUOTE NO. R0078182

VENDOR			Texas Association of Community Colleges (TACC)	
ADDRESS			1304 San Antonio Ste 201	
CITY/STATE/ZIP			Austin, TX 78701	
PHONE			512-476-2572	
FAX			512-476-0262	
CONTACT			Steven Johnson	
#	Qty	Description	Unit Price	Extension
1	1	Association Membership Dues Period: 9/1/16 to 8/31/17	\$ 50,816.00	\$ 50,816.00
2	1	Building Assessment	\$ 9,773.00	\$ 9,773.00
3	1	Mathways Assessment	\$ 14,659.00	\$ 14,659.00
4	1	Telecommunication Membership Fee	\$ 3,909.00	\$ 3,909.00
TOTAL AMOUNT			\$	79,157.00



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

September 2, 2016

RGV Reprographic, Inc.
Attn: Teresa C. Smith
519 S. Broadway
McAllen, TX 78501

Dear Ms. Smith:

On November 24, 2015, South Texas College awarded a contract to RGV Reprographics, Inc. for Reprographic Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from December 12, 2016 through December 11, 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 December 11, 2017 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: DAVID L. Smith

Date: 9/7/2016



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

August 25, 2016

Engineered Air Balance Co., Inc.
Attn: Gary L. Miller
4400 Piedras Drive South, Suite 150
San Antonio, TX 78228

Dear Mr. Miller:

On November 24, 2015, South Texas College awarded a contract to Engineered Air Balance Co., Inc. for Testing and Balancing for HVAC Systems-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 first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 26, 2016 through November 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,

A handwritten signature in cursive script that reads 'Becky Cavazos'.

Rebecca R. Cavazos
Director of Purchasing

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

Authorized Signature: Daryl M Norris

Name Printed: Daryl M Norris

Date: 8-29-16



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

August 25, 2016

National Precisionaire, LLC.
Attn: Felix M. Garza
21321 Inverness Forest Blvd.
Houston, TX 77073

Dear Mr. Garza:

On November 24, 2015, South Texas College awarded a contract to National Precisionaire, LLC for Testing and Balancing for HVAC Systems-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 first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 26, 2016 through November 25, 2017 which includes a 2% escalation.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

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

Authorized Signature: _____

Name Printed: Felix M. Garza

Date: August 25, 2016

SOUTH TEXAS COLLEGE
7. MICROSOFT CAMPUS LICENSE AGREEMENT

VENDOR			SHI Government Solutions	
ADDRESS			1301 S Mo-Pac Expway Ste 375	
CITY/STATE/ZIP			Austin, TX 78746	
PHONE			512-732-8022	
FAX			512-732-0232	
CONTACT			Adrienne Pubylski	
#	Qty	Description	Unit Price	Extension
1	1,876	Microsoft Desktop Education w/Enterprise CAL - License & SW Assurance - 1 license	\$ 54.18	\$ 101,641.68
2	5	Microsoft Windows Server Datacenter Edition - License & SW Assurance - 2 Processors	\$ 312.00	\$ 1,560.00
3	1,876	Microsoft Office 365 (Plan A2) - Subscription License (1 month) - 1 user - EDU - for Faculty and Staff	\$ -	\$ -
4	19,474	Microsoft Office 365 (Plan A2) - Subscription License (1 month) - 1 user - EDU - for students	\$ -	\$ -
5	100	Microsoft Windows Server Standard Edition - License & Software Assurance - 2 Processors	\$ 44.70	\$ 4,470.00
6	19,474	Office 365 Pro Plus for Students - Microsoft	\$ -	\$ -
7	1,876	O365 Pro PlusEdu ALNG SubsVL MVL AddOn toOPP - Microsoft	\$ -	\$ -
8	100	Skype for Business Server Plus CAL - License & Software Assurance - 1 device CAL	\$ 9.10	\$ 910.00
9	20	Microsoft Visual Studio Professional w/MSDN - License & Software Assurance - 1 user - Select - Win - All Languages	\$ 55.90	\$ 1,118.00
TOTAL AMOUNT			\$	109,699.68

Review and Recommend Action on Revision of Policies

Approval on revision of policies will be requested at the October 25, 2016 Board meeting.

A. Revision

1. Revise Policy #5130: Fixed Assets

Request for the revision and renumbering of the policy is necessary as follows:

- Update the financial manager responsibilities and the method of verification
- Update the President and Board of Trustees approval amount levels for write-offs
- Clarify the write-off period needed to remove an asset from the fixed asset module

The current and proposed Fixed Assets Write-Off Levels are as follows:

Approval - Fixed Assets Write-Off Amount Levels				
Required Approval	Current		Proposed	
President	\$1,000 - \$2,999		\$1,000 - \$4,999	
President and Board of Trustees	\$3,000 and over		\$5,000 and over	
Dollar Amount and Number of Assets Based on FY 2016 Actuals				
Required Approval	Current		Proposed	
	Amount	# of Assets	Amount	# of Assets
President	\$288,266.04	164	\$ 466,418.79	210
President and Board of Trustees	\$1,316,933.65	101	\$1,138,780.90	55

2. Revise Policy #5135: Disposal of Surplus Property

Request for the revision and renumbering of the policy is necessary as follows:

- Update the President and Board of Trustees approval amount levels for disposal of surplus property

The current and proposed Disposal of Assets Levels are as follows:

Approval - Disposal of Assets Amount Levels				
Required Approval	Current		Proposed	
President	under \$1,000		\$1,000 - \$4,999	
President and Board of Trustees	\$1,000 and over		\$5,000 and over	
Dollar Amount and Number of Assets Based on FY 2016 Actuals				
Required Approval	Current		Proposed	
	Amount	# of Assets	Amount	# of Assets
President			\$1,901,027.38	1,111
President and Board of Trustees	\$3,504,045.57	1,286	\$1,603,018.19	175

3. Revise Policy #5320: Preparation and Processing of Budget Changes

Request for the revision and renumbering of the policy is necessary as follows:

- To adjust the amount of a budget change requiring President approval from \$1,000 and over to \$5,000 and over for accounts in Unrestricted, Auxiliary, and Restricted Funds
- To set the amount of a budget change requiring President approval to \$10,000 and over for Plant Funds.
- To more clearly define the levels of approval needed for budget changes.
- To update general wording and budget terms on policy, which has not been revised by the Board of Trustees since 2001.
- A matrix of the changes to the Preparation and Processing of Budget Changes Policy follows in the packet for Committee’s information and review.

Summary of the changes to Policy #5320: Preparation and Processing of Budget Changes regarding the required signatures for President approval is as follows:

Budget Categories	Required Signature - President Approval	
	Current	Proposed
Salaries Budgets		
Increases/Decreases	Required \$1,000 or above	Required \$5,000 and above
Benefits Budgets		
Increases/Decreases	Required \$1,000 or above	Required, and VP for FAS
Operating and Travel Budgets		
Increases/Decreases	Required \$1,000 or above	Required \$5,000 and above
Capital Budgets		
Increases/Decreases for Expenditure Reclassification Purposes	Required \$1,000 or above	Required \$5,000 and above
Decreases to Capital for Use of Other Than Intended Purpose	Required \$1,000 or above	Required, and VP for FAS
Plant Budgets		
Increases/Decreases	Required	Required \$10,000 and above

Summary of all the changes to Policy #5320: Preparation and Processing of Budget Changes is as follows:

South Texas College
Budget Changes Policy Matrix
Summary of Impact of Policy 5320: Preparation and Processing of Budget Changes

BUDGET CATEGORIES	Required Signatures							
	FINANCIAL MANAGER		VICE PRESIDENT		PRESIDENT		PRESIDENT	
	CURRENT	PROPOSED	CURRENT	PROPOSED	CURRENT	PROPOSED	CURRENT	PROPOSED
Number of Changes Requiring Approval	1,128	1,128	1,128	1,128	761	442		
Salaries Budgets*								
Increases/Decreases	Not Allowed	Required	Not Allowed	Required	Required	Required	Required	Required
Benefits Budgets								
Increases/Decreases	Not Allowed	Not Allowed	Not Allowed	Not Allowed	Required	Required, and VP FAS	Required, and VP FAS	Required, and VP FAS
Operating and Travel Budgets								
Increases/Decreases	Required	Required	Required	Required	Required	Required	Required	Required
Capital Budgets								
Increases/Decreases for Reclassification Purposes	Required	Required	Required	Required	Required	Required	Required	Required
Decreases to Capital for Use of Other Than Intended Purpose	Required	Not Allowed	Required	Not Allowed	Required	Required, and VP FAS	Required, and VP FAS	Required, and VP FAS
Plant Budgets								
Increases/Decreases	Required	Required	Required	Required	Required	Required	Required	Required

* Changes to the salary budget are processed through the Position Control Budget Change form.

4. Revise Policy #5425: Ad Valorem Taxes

Request for the revision and renumbering of the policy is necessary as follows:

- Remove the specific types of exemptions and the associated amounts from the policy. This change will ensure that the policy will not require updating regardless of changes in property tax laws or board action.
- To update wording on policy, which has not been revised by the Board of Trustees since 2003.
- Background information
 - ⇒ State law provides for a variety of partial or total (absolute) exemptions from property appraised values used to determine property taxes. Taxing units are mandated by the state to offer certain (mandatory) exemptions and have the option to decide locally, upon board action, on whether or not to offer others.
 - ⇒ At the October 20, 2005, the Board of Trustees adopted, by order, a tax ceiling (freeze) on property owned by individuals age 65 or older or disabled. The taxes on the property owner's home cannot increase as long as he or she owns and lives it. The tax ceiling is set at the amount paid in the year that the property owner qualified for the age 65 or older or disabled exemption.
 - ⇒ The Board of Trustees has not adopted any other optional exemptions. According to the Hidalgo County Tax Appraisal Office, the taxing unit must notify their office of any Board action regarding exemptions by December 31st in order for the exemption to take effect in the subsequent tax year.
 - ⇒ The law requires the property owner to apply for an exemption in most circumstances. The Appraisal District Chief Appraisers are responsible for determining whether or not property qualifies for an exemption.

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

The revised policies have been reviewed by staff, the President's Cabinet, Coordinated Operations Council Staff, and/or by Legal Counsel.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval, at the October 25, 2016 Board meeting, the revision of policies as presented and which supersedes any previously adopted Board policy.

MANUAL OF POLICY

Title	Fixed Assets	5130
Legal Authority	Approval of the Board of Trustees	Page 1 of 2
Date Approved by Board	Board Minute Order dated July 10, 1997 As Amended by Board Minute Order dated May 24, 2001 As Amended by Board Minute Order dated January 16, 2003 As Amended by Board Minute Order dated November 17, 2005 As Amended by Board Minute Order dated April 26, 2010 As Amended by Board Minute Order dated October 27, 2011 <i>As Amended by Board Minute Order dated October 25, 2016</i>	

The following guidelines will be utilized in determining procedures and regulations with regard to fixed assets:

It will be the policy of South Texas College to enter into a fixed asset ledger items costing \$1,000 or more having a useful life in excess of one year.

The capitalization threshold for real and personal property includes items with a unit cost of \$5,000 or more and an estimated useful life in excess of one year. Renovations of \$100,000 and above to buildings and infrastructure and land improvements that significantly increase the value or extend the useful life of the structure are capitalized. Library books and materials are capitalized regardless of cost. Component items or a group of items that form one working equipment system or unit type may be combined for capitalization purposes, regardless of cost. For College purposes, donated capital assets are recorded at their estimated fair value at the date of donation. Fair value may be determined by a written appraisal, qualified outside source (e.g., blue book, appraisal district), internal qualified expert on the faculty or staff, or documentation from a vendor regarding the cost of the item.

Capital assets will be depreciated using the straight-line method of depreciation over their estimated useful lives as follows: Buildings and Building Improvements – 50 years, Other Real Estate Improvements – 20 years, Furniture, Machinery, Vehicles, and Other Equipment – 10 years, Telecommunications and Peripheral Equipment – 5 years, and Library Books and Materials – 15 years. Residual values will be maintained for land improvements – 10% and Buildings – 10%.

Work of art, historical treasures, and similar assets are capitalized at their historical cost or fair value at date of donation or purchase (estimated if necessary) whether they are held as an individual item or in a collection. Collections, which are a) held for public exhibition, education, or research in furtherance of public service, rather than financial gain, b) protected, kept unencumbered, cared for, and preserved, c) require the proceeds from sales of collection items to be used to acquire other items for collections, may be charged to operations at time of purchase rather than capitalized.

Financial Managers who are responsible for budget accounts must determine what items are capital outlay prior to purchase so that proper accounting may be done. Supplies and materials must not be charged to capital outlay accounts. Capital outlay items must not be charged to supply and material accounts.

~~Strikethrough denotes deletion~~

Italics denote addition

MANUAL OF POLICY

Title	Fixed Assets	5130
Legal Authority	Approval of the Board of Trustees	Page 2 of 2
Date Approved by Board	Board Minute Order dated July 10, 1997 As Amended by Board Minute Order dated May 24, 2001 As Amended by Board Minute Order dated January 16, 2003 As Amended by Board Minute Order dated November 17, 2005 As Amended by Board Minute Order dated April 26, 2010 As Amended by Board Minute Order dated October 27, 2011 <i>As Amended by Board Minute Order dated October 25, 2016</i>	

Financial Managers are responsible for the control of all fixed asset items for their areas and should know where all items are located.

Financial Managers are responsible for completing a ~~n annual~~ *physical* inventory *of the fixed assets under their control on an annual basis* and *for* making corrections ~~to the printout fixed asset pages, which are supplied~~ *in the fixed asset module. Financial Managers are responsible for annually verifying the accuracy of the fixed assets recorded in the fixed assets module.* During the year all ~~items~~ *fixed assets*, which have been ~~impaired~~ *damaged*, stolen, destroyed, not located, *or* disposed of per Board Policy No. 5135, Disposal of Surplus Property or transferred, will be *updated in the fixed asset module or* reported immediately to Receiving/Fixed Asset Department *by the Financial Manager. on the appropriate form.*

The Receiving/Fixed Asset Department will keep a record of all transfers of fixed assets and post corrections to the fixed asset ~~ledger~~ *module*.

Write-Off of Assets

Write-off involves removing both the fixed asset and associated accumulated depreciation from the fixed asset ledger and recognizing a gain or loss, if any.

The following approvals shall be required for the write-off of assets which are *obsolete, impaired damaged*, stolen, destroyed, not located, or disposed of per Board Policy No. 5135, Disposal of Surplus Property.

- Fixed assets with a unit ~~acquisition~~ cost of ~~\$3,000~~ *\$5,000* or more must be approved by the President and Board of Trustees.
- Fixed assets with a unit ~~price~~ *cost* of ~~between \$1,000 and \$2,999~~ *\$4,999* must be approved by the President.

A recommendation for write-off shall be made by the Receiving/Fixed Asset Department immediately after an asset has been ~~impaired, stolen or~~ disposed of in accordance with Board Policy No. 5135, Disposal of Surplus Property. A recommendation for write-off shall also be made by the Receiving/Fixed Asset Department ~~two years after~~ *when* an asset has been reported as not located *for two consecutive years* by the appropriate Financial Manager and confirmed by the Receiving/Fixed Asset Department.

~~Strikethrough denotes deletion~~

Italics denote addition

MANUAL OF POLICY

Title: **Disposal of Surplus Property** **5135**

Legal Authority: **Approval of the Board of Trustees** **Page 1 of 2**

Date Approved by Board: **Board Minute Order dated February 15, 2007**
Board Minute Order dated March 26, 2013
As Amended by Board Minute Order dated October 25, 2016

This policy concerns the disposal of surplus property. The disposal of intellectual property or real property is not included in this policy.

For purposes of this policy, “surplus property” is defined as property which may meet one or more of the following descriptions:

- is obsolete, outmoded, or has been identified as having no current or foreseeable use for college operation;
- may have future use but does not justify the cost of maintenance and/or storage;
- through use, time, or accident is so damaged, used or consumed that it has no value for the purpose for which it was originally intended.

~~Before designated as~~ *As a condition to its designation*, surplus ~~, it must be determined that the~~ property *must be determined to be at no reasonable use or value* ~~cannot be used~~ by any College department. Property which is no longer needed by one department shall, to the maximum extent possible, be redistributed to other departments within the College where it may be needed.

South Texas College may use any or all of the following methods for disposition of surplus property:

1. **Sale:** Surplus property may be sold by sealed competitive bid, auction, or direct sale to the public, including a sale using an Internet auction site.
2. **Donation:** Surplus property may be donated to other agencies of the State of Texas or to local governmental agencies in cases where limited proceeds would be derived from a sale, or where such donation helps to further the mission of the College, *in accordance with law*.
3. **Trade-in:** As an alternative to a sale of surplus personal property, the College may include an item(s) as a “trade-in” when a replacement item(s) is purchased under the College’s Purchasing Policy. Property may not always have to be designated as surplus for the College to use the trade-in method of disposition.
4. **Disposal as Waste:** Property which the College is unable to dispose of by any of the above methods shall be treated as waste material and the College shall have it removed by the local community waste disposal service or by any waste collection organization that may recycle or dispose of it as required by local ordinances or rules.
5. **Release to a Party Insuring the Property:** If College property is damaged by a party such as a vendor doing an installation or conducting work for the College and is covered by the party’s liability insurance, the damaged property may be released to the party upon reimbursement of the value of the property to the College, and upon approval by the President.

~~Strikethrough denotes deletion~~
Italics denote addition

MANUAL OF POLICY

Title: Disposal of Surplus Property 5135

Legal Authority: Approval of the Board of Trustees Page 2 of 2

Date Approved by Board: Board Minute Order dated February 15, 2007
Board Minute Order dated March 26, 2013
As Amended by Board Minute Order dated October 25, 2016

Property purchased with grant funds shall be disposed of according to the grant's provisions.

Disposition of property by sale, donation, or trade-in shall require the following approvals:

- **By** President: for property with an original unit ~~cost of~~ **value** less than ~~\$1,000~~ **\$5,000**
- **By** Board: for property with an original unit ~~cost~~ **value** of ~~\$1,000~~ **\$5,000** and over

Except for property acquired through grants or other funding sources which may have their own requirements, all proceeds from the sale of surplus property, net of the expenses related to the sale, will be deposited into the unrestricted fund for the general use of the College.

When disposing of surplus property, South Texas College shall advertise a ~~the~~ **sale of surplus property** at least once in at least one newspaper of general circulation within the ~~e~~ **College** district.

At no time or under any circumstance may College property be disposed of by donation, gift or direct sale without competitive bid or auction to employees or Board members of the College or their immediate families, relatives, firms, employers or agents, *except when permitted by law.*

~~Strikethrough denotes deletion~~
Italics denote addition

MANUAL OF POLICY

Title	Preparation and Processing Of Budget Changes	5320
Legal Authority	Approval of the Board of Trustees	Page 1 of 2
Date Approved by Board	Board Minute Order dated November 9, 1995 As Amended by Board Minute Order dated August 16, 2001 As Amended by Board Minute Order dated October 25, 2016	

The budget approved by the Board of Trustees at the beginning of each fiscal year is the operating document for all College activities for that year. Changes ~~from~~ to the approved Operating Budget are ~~authorized~~ processed through established procedures ~~and approval requirements as stated below.~~

Approval Levels for Budget Changes

Board and Presidential approval is required for:

1. Increases or decreases in total budgeted ~~revenues and~~ expenditures except restricted, auxiliary, and agency funds; ~~or~~
2. Increases or decreases to the number of authorized positions;
3. Increases or decreases between funds ~~types.~~

President and Vice-President for Finance and Administrative Services approval is required for:

1. *Increases or decreases to the Benefits budget.*
2. *Decreases to capital budget for use of other than intended purpose.*

Presidential, ~~Vice-President, and Financial Manager~~ approval is required for budget changes resulting in:

1. Increases or decreases of ~~\$1,000~~ \$5,000 and over within ~~the Unrestricted, Auxiliary, and Restricted Funds~~ a fund for:
 - a. ~~Capital outlay~~ Salary budgeted positions;
 - b. ~~Salary, Benefit, Operating, or Travel~~ Operating or Travel budgets; or
 - c. ~~Funding of all Budgeted positions.~~ Capital budget for expenditure reclassification purposes
2. Increases or decreases of \$10,000 and over within Plant Funds construction budgets. ~~construction and rehabilitation of facilities~~
3. ~~Carry forward of previously approved:~~
 - a. ~~Major repair and rehabilitation project budgets;~~
 - b. ~~Building construction budgets;~~
 - c. ~~Balances of designated, auxiliary or restricted funds accounts.~~
4. ~~Restricted grants and contracts funding.~~

~~Vice President and Account~~ Financial Manager ~~and Vice-Presidential~~ approval is required for budget changes resulting in:

1. Increases or decreases ~~of less than \$5,000~~ within ~~the Unrestricted, Auxiliary, and Restricted Funds~~ a fund of for:
 - a. ~~Capital outlay under \$1,000; or~~ Salary budgeted positions;
 - b. ~~Salary, Operating, or Travel under \$1,000~~ Operating or Travel budgets; or
 - c. ~~Capital budget for expenditure reclassification purposes~~
2. *Increases or decreases of less than \$10,000 within Plant Funds construction budgets.*

~~Strikethrough denotes deletion~~

Italics denote addition

MANUAL OF POLICY

Title	Preparation and Processing Of Budget Changes	5320
Legal Authority	Approval of the Board of Trustees	Page 2 of 2
Date Approved by Board	Board Minute Order dated November 9, 1995 As Amended by Board Minute Order dated August 16, 2001 <i>As Amended by Board Minute Order dated October 25, 2016</i>	

Vice-President for Finance and Administrative Services or Comptroller approval is required for budget changes resulting in:

1. Reallocations due to regular maintenance of *the* General Ledger.

~~Strikethrough denotes deletion~~
Italics denote addition

MANUAL OF POLICY

Title	Ad Valorem Taxes	5425
Legal Authority	Approval of the Board of Trustees	
Date Approved by Board	Board Minute Order dated November 9, 1995 As Amended by Board Minute Order dated February 20, 2003 <i>As Amended by Board Minute Order dated October 25, 2016</i>	

By September 30 *of each calendar year*, the Board shall adopt a tax rate for the current tax year that reflects the two components, namely, debt service and maintenance and operations, and shall notify the assessor of the tax rate adopted. The two components shall be approved separately.

The Board may not impose property taxes in any year until it has adopted a tax rate for that year, and the annual tax rate ~~shall~~ *must* be set by ~~ordinance~~, resolution, or order, depending on the method prescribed by law for adoption of a law by the Board. The vote setting the tax rate must be separate ~~for~~ *from* the vote adopting the budget. The budget shall be adopted before the adoption of the tax rate.

The Board shall not adopt a tax rate that exceeds the *voter* approved tax rate for maintenance and operation.

~~An adult is entitled to exemption from taxation of \$5,000 of the appraised value of the adult's residence homestead. An adult who is disabled or 65 years or older is entitled to an additional \$10,000 exemption of the appraised value of the adult's residence homestead.~~

~~To receive the residence homestead exemptions, the person claiming the exemption must apply for the exemption.~~

The Board may grant ~~additional~~ tax exemptions *and adopt tax ceilings (freeze)* ~~for homestead and historic sites~~, as ~~provided~~ *permitted* by law. *The tax exemptions shall be set by ordinance, resolution, or order, as approved by the Board. Properties that qualify for a tax exemption shall be determined by the Tax Appraisal District.*

The College may enter tax abatement agreements *by adopted resolution of the Board, based on* ~~only if it has~~ established guidelines and criteria for those agreements. ~~and has passed a resolution stating that it elects to be eligible to participate~~ The College shall not enter into a tax abatement agreement unless it *expressly* finds that the agreement meets its guidelines and criteria.

~~Strikethrough denotes deletion~~
Italics denote addition

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

Approval to revise Policy #5120: *Investment Policy* and Investment Strategy Statement will be requested at the October 25, 2016 Board meeting.

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

Justification – Revisions to Policy #5120: *Investment Policy* and Investment Strategy Statement were approved and authorized on October 27, 2015. The administration brings the Investment Policy and Investment Strategy Statement to the Board of Trustees annually, as required.

Background – The College’s Investment Policy and Investment Strategy Statement was submitted and reviewed by the Government Treasurers’ Organization of Texas (GTOT). In July 2016, the College was awarded the Certificate of Distinction by the Government Treasurers’ Organization of Texas (GTOT) for the Investment Policy. This Certificate is for a two-year period ending August 31, 2018.

Reviewers – The Investment Policy and the Investment Strategy Statement were reviewed by South Texas College’s legal counsel, Valley View Consulting, LLC (Investment Advisor) and Long Chilton, LLP (external auditors).

The revisions recommended are necessary to strengthen and enhance understanding of the Investment Policy and Investment Strategy Statement. The revisions include numerous minor changes to wording in an effort to align with the investment strategy of the College, align with the Public Funds Investment Act, correct grammar and provide clarification.

The minor revisions include:

Investment Policy:

	Section	From	To
1	On page 1, Preface On page 13, Section III G 10 On page 1 of the Investment Strategy Statement -to provide clarification as recommended by the Investment Advisor		added “Statement”

2	On page 2, Section I A -to change wording as recommended by Investment Advisor		deleted “or”
3	On page 2, Section I A -to provide clarification as recommended by the Investment Advisor		added “or ‘PFIA’”
4	On page 3, Section II A -to change wording		deleted “also”, “the following”, and “until maturity”
5	On page 3, Section II A -to provide clarification		added “further”, “investment”, and “maturity”
6	On page 3, Section II A -to change wording	“investment types”	“classes of securities and a diversification strategy”
7	On page 3, Section II A On page 6, Section III E 2 a) On page 7, Section III E 2 b) On page 2 of the Investment Strategy Statement -to change wording		deleted “one”
8	On page 3, Section II A On page 6, Section III E 2 a) On page 7, Section III E 2 b) On page 2 of the Investment Strategy Statement -to change wording		added “type”
9	On page 7, Section III E 2 b) -to provide clarification		added “the”
10	On page 7, Section III E 2 c) -to change wording		deleted “shall”, “such”, and “as”
11	On page 7, Section III E 2 c) -to change wording		added “such that”
12	On page 8, Section III E 4 -to provide clarification		added “; and”
13	On page 8, Section III E 4 b) & d) -to change wording as recommended by the Investment Advisor		deleted “collateral”
14	On page 8, Section III E 4 b) & d) -to change wording as recommended by the Investment Advisor		added “securities that are”, “securities”, and “as collateral”
15	On page 8, Section III E 4 d) -to provide clarification		deleted “and”
16	On page 8, Section III E 4 d) -to provide clarification		added “the applicable level of”
17	On page 8, Section III E 4 e) -to provide clarification	“Officer”	“Officers”
18	On page 9, Section III E 6 On page 2 of the Investment Strategy Statement -to provide clarification as recommended by the Investment Advisor		added “eligible”

19	On page 9, Section III F -to provide clarification		deleted “its”
20	On page 10, Section III G 1 -to provide clarification as recommended by the Investment Advisor		added “To ensure qualified and capable investment management,”
21	On page 11, Section III G 1 -to change wording	“and”	“or”
22	On page 11, Section III G 4 -to provide clarification		deleted “(1-3)”
23	On page 12, Section III G 6 -to provide clarification		deleted “and”
24	On page 13, Section III G 10 -to change wording	“its”	“the”
25	On page 13, Section III G 10 -to change wording	“strategies”	“Strategy”
26	On page 2 of the Investment Strategy Statement -to provide clarification as recommended by the Investment Advisor		deleted “securities”
27	On page 2 of the Investment Strategy Statement -to provide clarification as recommended by the Investment Advisor		added “bank deposits”
28	On page 2 of the Investment Strategy Statement -to provide clarification as recommended by the Investment Advisor	“through”	“over”
29	On page 2 of the Investment Strategy Statement -to provide clarification as recommended by the Investment Advisor		deleted “n equally weighted”

In addition, several more significant revisions are being recommended to change the weighted average number of days to maturity, reduce the risk of conflict of updating in several locations throughout the Policy, revise the collateral amount required for Letters of Credit issued by the Federal Home Loan Bank, and clarify the type of eligible money market mutual funds. The significant revisions are being recommended by Valley View Consulting, LLC (Investment Advisor).

The more significant revisions include:

Investment Policy:

	Section	From	To
1	On page 3, Section II A -to reduce the risk of conflict of updating in several locations throughout the Policy as recommended by the Investment Advisor	“the types herein described: obligations of the United States and its Agencies and Instrumentalities, direct or guaranteed obligations of the	“only those authorized in Section III.A in accordance with the PFIA.”

		State of Texas, obligations of states, agencies, counties, cities or other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm of not less than “A” or its equivalent, financial institution deposits which are secured by obligations described above and governed by a depository agreement, money market mutual funds regulated by the SEC, or eligible investment pools organized and operating in compliance with the Public Funds Investment Act.”	
2	On page 3, Section II A -to reduce the risk of conflict of updating in several locations throughout the Policy as recommended by the Investment Advisor	“: U.S. Treasury Bills/Notes/Bonds 100%; U.S. Agencies and Instrumentalities 100%; States, Counties, Cities, and Other 25%; Financial Institution Deposits 100%; Money Market Mutual Funds 25%; and Eligible Investment Pools 50%.”	“In Section III.E.1,”
3	On page 3, Section II A On page 6, Section III E 2 a) On page 7, Section III E 2 b) On page 2 of the Investment Strategy Statement -to increase number of days to maturity as recommended by the Investment Advisor to coincide with industry standards	“270”	“365”
4	On page 4, Section III A 5 b) -to align with requirements by the PFIA as recommended by the Investment Advisor		added “or by Letters of Credit issued by the Federal Home Loan Bank with a value of 100% of the principal amount plus accrued interest of the deposit less the applicable level of FDIC insurance”

5	On page 4, Section III A 6 On page 6, Section III E 1 -to provide clarification as recommended by the Investment Advisor		added "G(g)overnment"
6	On page 8, Section III E 4 b) & d) -to align with requirements by the PFIA as recommended by the Investment Advisor		added ", or 100% for Letters of Credit issued by a Federal Home Loan Bank,"

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

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

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the October 11, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the October 25, 2016 Board meeting, the revisions to Policy #5120: Investment Policy and Investment Strategy Statement as presented and which supersedes any previously adopted Board Policy.

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Date Approved by Board	Board Minute Order Dated October 12, 1995	
Date Amended by Board	As Amended by Board Minute Order Dated August 8, 1996	
	As Amended by Board Minute Order Dated December 11, 1997	
	As Amended by Board Minute Order Dated October 15, 1998	
	As Amended by Board Minute Order Dated October 17, 2002	
	As Amended by Board Minute Order Dated October 16, 2003	
	As Amended by Board Minute Order Dated October 21, 2004	
	As Amended by Board Minute Order Dated November 17, 2005	
	As Amended by Board Minute Order Dated October 19, 2006	
	As Amended by Board Minute Order Dated February 15, 2007	
	As Amended by Board Minute Order Dated October 18, 2007	
	As Amended by Board Minute Order Dated October 13, 2008	
	As Amended by Board Minute Order Dated June 25, 2009	
	As Amended by Board Minute Order Dated November 23, 2009	
	As Amended by Board Minute Order Dated October 25, 2010	
	As Amended by Board Minute Order Dated October 27, 2011	
	As Amended by Board Minute Order Dated October 30, 2012	
	As Amended by Board Minute Order Dated October 28, 2013	
	As Amended by Board Minute Order Dated October 28, 2014	
	As Amended by Board Minute Order Dated October 27, 2015	
	<i>As Amended by Board Minute Order Dated October 25, 2016</i>	

PREFACE

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

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

Investments shall be made with the primary objectives of:

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

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I. PURPOSE

A. Formal Adoption

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

B. Scope

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

This Policy establishes guidelines for:

- 1) Designation of Investment Officers and Investment Committee to invest South Texas College funds,
- 2) Authorized investments, and
- 3) Review and oversight of investments. In addition to this Policy, bond funds (as defined by the Internal Revenue Service) shall be managed in accordance with their issuing documentation and all applicable State and Federal Laws.

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

C. Review and Amendment

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

D. Investment Strategy

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

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

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6) yield.

II. INVESTMENT OBJECTIVES

A. Safety of Principal

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

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

- Credit Risk: In accordance with State law and the College's Investment Policy, the College limits its exposure to credit risk (the risk that the issuer of a debt security will not pay its pay value upon maturity) by limiting its investments to *only those authorized in Section III.A in accordance with the PFIA*. ~~the types herein described: obligations of the United States and its Agencies and Instrumentalities, direct or guaranteed obligations of the State of Texas, obligations of states, agencies, counties, cities or other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm of not less than "A" or its equivalent, financial institution deposits which are secured by obligations described above and governed by a depository agreement, money market mutual funds regulated by the SEC, or eligible investment pools organized and operating in compliance with the Public Funds Investment Act. In Section III.E.1,~~ the College's Investment Policy ~~also~~ seeks to *further* minimize its concentration of credit risk by establishing ~~the following~~ maximum *investment* percentages of *classes of securities and a diversification strategy* ~~investment types~~ for the total College portfolio: ~~U.S. Treasury Bills/Notes/Bonds 100%; U.S. Agencies and Instrumentalities 100%; States, Counties, Cities, and Other 25%; Financial Institution Deposits 100%; Money Market Mutual Funds 25%; and Eligible Investment Pools 50%.~~
- Interest Rate Risk: In accordance with its Investment Policy, the College limits its exposure to interest rate risk by investing in securities whose maturities will not exceed the anticipated cash flow requirements for the funds. College policy states that investments of all fund types, except for Unexpended Plant Funds and Funds for Retirement of Indebtedness, are limited to a weighted average *maturity* of ~~365~~ *270* days ~~until maturity~~ for all investments, with a maximum allowable maturity of two years for any ~~one~~ investment *type*. The investment maturities of Unexpended Plant Funds and of Funds for Retirement of Indebtedness are generally limited to the anticipated cash flow requirements of the funds.

B. Maintenance of Adequate Liquidity

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

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C. Market Rate of Return (Yield)

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

III. INVESTMENT POLICIES

A. Authorized Investments

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

- 1) Obligations, including letters of credit, of the United States or its agencies and instrumentalities.
- 2) Direct obligations of the State of Texas, or its agencies and instrumentalities.
- 3) Other obligations, the principal and interest on which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States.
- 4) Obligations of states, agencies, counties, cities, and other political subdivisions of any State rated as to investment quality by a nationally recognized investment rating firm not less than "A" or its equivalent. The College will take all prudent measures that are consistent with its Investment Policy to liquidate an investment that does not have the minimum rating.
- 5) Financial institution deposits issued by a depository institution that has its main office or branch in Texas and is:
 - a) guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or its successors or the National Credit Union Share Insurance Fund or its successor;
 - b) secured by obligations that are described by the Public Funds Collateral Act (Chapter 2257, Texas Government Code), including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than 102% of the principal amount plus accrued interest of the deposit less the applicable level of FDIC insurance, *or by Letters of Credit issued by the Federal Home Loan Bank with a value of 100% of the principal amount plus accrued interest of the deposit less the applicable level of FDIC insurance*; or
 - c) secured in any other manner and amount provided by law for deposits of the College.
 - d) Issued in a manner consistent with the Act that distributes the deposit among multiple financial institutions to effectively provide FDIC insurance for the entire deposit;
 - e) governed by a Depository Agreement, as described in E.4 of this section, that complies with Federal and State Regulation; and
 - f) solicited for bid orally, in writing, electronically, or any combination of those methods, unless acquired exclusively from the South Texas College depository.
- 6) No-load *government* money market mutual funds registered with and regulated by the Securities and Exchange Commission; provides South Texas College with a prospectus and other information required by the Securities and Exchange Act of 1934 or the Investment Company Act of 1940; has a

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dollar weighted average portfolio maturity of 90 days or less; fully invest dollar-for-dollar all South Texas College funds without sales commissions or loads; and, whose investment objectives include seeking to maintain a stable net asset value of \$1 per share.

- 7) Eligible investment pools organized and operating in compliance with the Public Funds Investment Act that have been authorized by the Board of Trustees by rule, order, ordinance, or resolution and whose investment philosophy and strategy is consistent with this Policy and South Texas College's ongoing investment strategy. A public funds investment pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.

To the extent the bonds or other obligations of the College or a municipal bond insurance policy further limits the types of investments the College makes with funds pledged to the payment of those bonds or obligations, the provisions thereof shall govern.

The College will maintain procedures to monitor rating changes in investments acquired with public funds and to address the liquidation of investments that fall below the required rating consistent with the provisions of Section III.D.

B. Existing Investments

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

C. Prohibited Investment

In accordance with Texas state law, the following are not authorized investments:

- 1) Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
- 2) Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
- 3) Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and
- 4) Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

D. Credit Rating Review and Effect of Loss of Required Rating

The College will seek to control the risk of loss due to failure of an investment issuer by monitoring the ratings of portfolio positions to ensure compliance with the rating requirements imposed by the Public Funds Investment Act. Not less than quarterly, the Investment Officers will obtain, from a reliable source, the current credit rating for each held investment that has a PFIA-required minimum rating. Any authorized investment that requires a minimum rating does not qualify during the period the investment does not have the minimum rating. All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating.

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E. Protection of Principal

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

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

1. Diversification by Investment Type

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

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

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

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

2. Diversification by Investment Maturity

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

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

The weighted average days to maturity for the portfolio of these funds shall be less than ~~365~~ *270* days and the maximum allowable maturity shall be two years for any ~~one~~ investment *type*.

b) Unexpended Plant Funds

The investment maturity of Unexpended Plant Funds, allocable to a bond issue, shall generally be limited to the anticipated cash flow requirements or the “Temporary Period,” as defined by the U.S. Tax Code

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and the regulations thereunder. During the Temporary Period, bond proceeds may be invested at an unrestricted yield. After the expiration of the Temporary Period, bond proceeds subject to yield restriction shall be invested consistent with *the* yield restrictions under the U.S. Tax Code and the regulations thereunder.

The weighted average days to maturity for the Unexpended Plant Funds not allocable to a bond issue shall be less than ~~365~~ 270 days and the maximum allowable maturity shall be two years for any ~~one~~ investment *type*.

c) Funds for Retirement of Indebtedness

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

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

3. South Texas College Liquidity

Liquidity shall be achieved by investing in securities with active secondary markets and by maintaining minimum balances in financial institution deposits, eligible money market mutual funds and eligible investment pools.

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

4. Depository Agreements

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

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

- the Agreement must be in writing;
- the Agreement has to be executed by the Depository and South Texas College contemporaneously with the acquisition of the asset;
- the Agreement must be executed in compliance with the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA) and approved by the Board of Directors or the loan

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committee of the Depository and a copy of the meeting minutes must be delivered to South Texas College;

- the Agreement must be part of the Depository’s “official record” continuously since its execution; *and*
- the Agreement states the securities and collateral will be held in South Texas College’s name as evidenced by safekeeping receipts of the institution with which the securities are deposited.

a) Allowable Collateral

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

b) Collateral Levels

The market value of the principal portion of *securities that are collateral* pledged *as collateral* must at all times be equal to or greater than 102%, *or 100% for Letters of Credit issued by a Federal Home Loan Bank*, of par value of the time and demand deposits plus accrued interest, less the applicable level of FDIC insurance.

c) Monitoring Collateral Adequacy

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

d) Additional Collateral

If the market value of the *securities collateral* pledged *as collateral* for a deposit falls below 102%, *or 100% for Letters of Credit issued by a Federal Home Loan Bank*, of par value of time and demand deposits plus accrued interest, ~~and~~ less *the applicable level of* FDIC insurance, the institution holding the deposit will be notified by the Investment Officers and will be required to pledge additional allowable collateral as defined above no later than the end of the next succeeding business day.

e) Security Substitution

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

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5. Safekeeping

a) Safekeeping Agreement

South Texas College shall contract with a bank or banks for the safekeeping and custody of securities either owned by South Texas College as a part of its investment portfolio or as part of its depository agreements or held as collateral to secure time and demand deposits. Securities and collateral will be held in South Texas College's name as evidenced by safekeeping receipts of the institution with which the securities are deposited.

b) Safekeeping of Deposit Collateral

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

6. Competitive Bidding

The College will require at least three competitive offers or bids for all individual security purchases and sales (excluding those transactions with financial institution deposits, *eligible* money market mutual funds, and eligible investment pools (Section III.A) and require any investment advisor to do the same. Rather than relying solely on yield, investments in financial institution deposits, *eligible* money market mutual funds, and eligible investment pools shall be based on criteria determined by the Investment Officers.

F. Investment Advisors and Investment Providers

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

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

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

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

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

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

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

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

G. Responsibility and Controls

1. Authority to Invest

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

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

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

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

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To ensure qualified and capable investment management, the Investment Officers shall attend an investment training session not less than once each state fiscal biennium, and receive not less than 10 hours of instruction relating to investment responsibilities that addresses investment controls, security risks, strategy risks, market risks, diversification of investment portfolio and compliance with the Public Funds Investment Act. The investment training session shall be provided by the following approved training sources: the Texas Higher Education Coordinating Board, the Government Finance Officers Association of Texas, the Government Treasurers Organization of Texas, the Texas Municipal League, ~~and~~ *or* the University of North Texas Center for Public Management.

2. Prudent Investment Management

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

3. Standard of Care

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

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

4. Standard of Ethics and Conflicts of Interest

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

- a) the Investment Officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;

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- b) funds received by the Investment Officer from the business organization exceed 10 percent of the Investment Officer's gross income for the previous year; or
- c) the Investment Officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the Investment Officer.

5. Establishment of Internal Controls

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

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

6. Reporting

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

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

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

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

~~Strikethrough denotes deletion~~

Italics denote addition

MANUAL OF POLICY

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

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

Investment transactions will be settled on a delivery versus payment (DVP) basis with the exception of financial institution deposits, investment pool funds and mutual funds.

9. Review by Independent Auditor

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

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

10. Investment Policy Adoption

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

~~Strikethrough denotes deletion~~

Italics denote addition

INVESTMENT STRATEGY STATEMENT

PAGE 1

PREFACE

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

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

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

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

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

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

INVESTMENT STRATEGY

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

A. Funds

South Texas College's funds include:

Unrestricted Fund
Auxiliary Fund
Restricted Fund

~~Strikethrough denotes deletion~~

Italics denote addition

INVESTMENT STRATEGY STATEMENT

PAGE 2

Loan Fund
Endowment Fund
Agency Fund
Funds for Renewal and Replacement
Unexpended Plant Funds
Funds for Retirement of Indebtedness

Suitability: Any investment eligible in the Investment Policy is suitable for all fund types.

Safety of Principal: All investments shall be of high quality ~~securities~~ with no perceived default risk. Market price fluctuations will occur, however by managing the weighted average days to maturity for all fund types, except for Unexpended Plant Funds and Funds for Retirement of Indebtedness, to less than ~~365~~ **270** days for all investments and restricting the maximum allowable maturity to two years for any ~~one~~ investment **type**, the price volatility of the overall portfolio will be minimized. Unexpended Plant Funds investments should be as per Section III.E.2.b and Funds for Retirement of Indebtedness investments should be as per Section III.E.2.c.

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

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

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

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

~~Strikethrough denotes deletion~~
Italics denote addition

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

Approval will be requested at the October 25, 2016 Board of Trustees meeting for dispose/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 is requested.

Purpose – The Fixed Asset/Inventory Department is requesting 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 is disposed of according to South Texas Board Policy #5135 Disposal of Surplus Property. TDCJ is the method of disposal to comply with all EPA regulations. They will clean data from all systems, recycle systems that can be repaired for inmate training or donation to schools and damaged systems are properly disposed of.

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

Reviewers – These items have been inspected by the Instructional Technologies, Educational Technologies, 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 follows 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, will be present at the October 11, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the October 25, 2016 Board meeting, 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.



SOUTH TEXAS COLLEGE
TECHNOLOGY AND ELECTRONICS FOR DISPOSAL/RECYCLE VALUED AT \$1,000 AND OVER
SEPTEMBER 22, 2016

Pallet	Qty	Description	Serial Number	Silver Tag	Green Tag	Purchase Date	Amount	Net Value	Ptag	Condition
12	1 ea	Sony DXC-151A Video Camera	105230	1491		1/16/1998	\$ 2,565.75		000002081	Obsolete
19	1 ea	IBM 265XD Laptop	1S26256R378XHF22	20637		2/23/1998	\$ 2,519.00		000002049	Obsolete
12	1 ea	HP 4000 Printer	USMB124457	1594		4/30/1998	\$ 1,295.00		000002199	Obsolete
12	1 ea	Pasco CI-6552A Power Amplifier	N/A	2705		3/9/1999	\$ 2,226.24		000003553	Obsolete
5	1 ea	HP Laserjet 4100 Printer	USEX040679	2493	5000000188	4/1/1999	\$ 1,069.00		000003167	Obsolete
5	1 ea	HP Laserjet 4100 Printer	USEX040493	2492	5000000190	4/1/1999	\$ 1,069.00		000003166	Obsolete
5	1 ea	HP Laserjet 4000 Printer	USQC001428	2539		4/1/1999	\$ 1,285.00		000002985	Obsolete
12	1 ea	Uchida TG-13 Experimental Apparatus	N/A	2608		4/15/1999	\$ 2,363.52		000003247	Obsolete
12	1 ea	Pasco WA-9301A Dual Function Generator	08210212	2627		4/15/1999	\$ 1,339.20		000003266	Obsolete
12	1 ea	Pasco AP-8210 Millikan Oil Drop Apparatus	N/A	2610		4/15/1999	\$ 1,339.20		000003249	Obsolete
12	1 ea	Pasco WA-9301A Dual Function Generator	08210212	2626		4/15/1999	\$ 1,339.20		000003265	Obsolete
12	1 ea	Pasco WA-9307A Fourier Synthesizer	07270029	2625		4/15/1999	\$ 1,392.00		000003264	Obsolete
12	1 ea	Pasco AP-8210 Millikan Oil Drop Apparatus	N/A	2611		4/15/1999	\$ 1,339.20		000003250	Obsolete
12	1 ea	Pasco WA-9307A Fourier Synthesizer	07270029	2624		4/15/1999	\$ 1,392.00		000003263	Obsolete
12	1 ea	Pasco ME-9279A Rotational Dynamics Apparatus	N/A	2623		4/15/1999	\$ 1,699.20		000003262	Obsolete
4	1 ea	Robotel Electrohome	SC1014	2685	5000002214	4/22/1999	\$ 15,062.85	\$ -	000003576	Obsolete
12	1 ea	Pasco WA-9307A Fourier Synthesizer	01190470	2732	5000000215	5/6/1999	\$ 1,392.00		000003535	Obsolete
12	1 ea	Pasco CI-6552A Power Amplifier	N/A	2709	5000000220	5/6/1999	\$ 2,226.24		000003528	Obsolete
12	1 ea	Pasco CI-6552A Power Amplifier	N/A	2710	5000000219	5/6/1999	\$ 2,226.54		000003529	Obsolete
12	1 ea	Pasco CI-6552A Power Amplifier	N/A	2711	5000000218	5/6/1999	\$ 2,226.24		000003530	Obsolete
12	1 ea	Pasco CI-6552A Power Amplifier	N/A	2712	5000000217	5/6/1999	\$ 2,226.24		000003531	Obsolete
12	1 ea	Pasco WA-9307A Fourier Synthesizer	01190470	2703		5/14/1999	\$ 2,354.88		000003551	Obsolete
11	1 ea	Sanyo Projector X-II	G9504763	2745	5000000184	7/9/1999	\$ 4,048.00		000003527	Obsolete
6	1 ea	HP Laserjet 4050N Printer	USQA036732	2757		8/6/1999	\$ 1,297.00		000003693	Obsolete
11	1 ea	HP Laserjet 4050N	JPPG683390	2754		8/6/1999	\$ 1,297.00		000003717	Obsolete
12	1 ea	Eiki LC-SVGA860 Projector	G9504808	3013		8/10/1999	\$ 4,048.00		000003718	Obsolete
1	1 ea	Sanyo Multimedia Pro X-2	69905616	3510		3/2/2000	\$ 3,221.00		000004212	Obsolete
12	1 ea	Pasco 750 Interface Analog Channel	N/A	4221		3/22/2000	\$ 1,241.00		000004634	Obsolete
12	1 ea	Pasco 750 Interface Analog Channel	N/A	4207		3/22/2000	\$ 1,241.00		000004631	Obsolete
4	1 ea	Robotel Electrohome	D49451	4084		7/3/2000	\$ 10,914.35	\$ -	000004793	Obsolete
12	1 ea	HP C4254A Printer	USCC136260	4847		8/23/2000	\$ 1,574.00		000005225	Obsolete
8	1 ea	Lucent Definity A and B Phone System	N/A	4189		8/31/2000	\$ 69,564.08	\$ -	000004790	Obsolete
12	1 ea	HP 4050TN Printer	USCC165874	18797		8/31/2000	\$ 1,568.97		000005643	Obsolete
11	1 ea	Magnisight Explorer	E-611184	5194		12/5/2000	\$ 1,666.00		000005982	Obsolete
11	1 ea	Magnisight Explorer	N/A	5192	5000002166	12/5/2000	\$ 1,666.00		000005980	Obsolete
4	1 ea	Advanced Cable Trainer	60255400	4786	5000001310	1/9/2001	\$ 4,399.60		000006007	Obsolete
4	1 ea	Advanced Cable Trainer	60635500	4790	5000001307	1/9/2001	\$ 4,399.62		000006011	Obsolete
4	1 ea	Advanced Cable Trainer	60153400	4788	5000001308	1/9/2001	\$ 4,399.62		000006009	Obsolete
4	1 ea	Advanced Cable Trainer	58935300	4793	5000001304	1/9/2001	\$ 4,399.62		000006014	Obsolete
4	1 ea	Advanced Cable Trainer	60535500	4791	5000001305	1/9/2001	\$ 4,399.62		000006012	Obsolete
4	1 ea	Advanced Cable Trainer	60355400	4787	5000001309	1/9/2001	\$ 4,399.62		000006008	Obsolete
4	1 ea	Advanced Cable Trainer	59335000	4794	5000001302	1/9/2001	\$ 4,399.62		000006015	Obsolete

Capital Asset Valued at \$5,000 or more
Grant Funded Asset



SOUTH TEXAS COLLEGE
TECHNOLOGY AND ELECTRONICS FOR DISPOSAL/RECYCLE VALUED AT \$1,000 AND OVER
SEPTEMBER 22, 2016

Pallet	Qty	Description	Serial Number	Silver Tag	Green Tag	Purchase Date	Amount	Net Value	Ptag	Condition
4	1 ea	Advanced Cable Trainer	60435400	4789	5000001306	1/9/2001	\$ 4,399.62		000006010	Obsolete
4	1 ea	Advanced Cable Trainer	59035300	4792	5000001303	1/9/2001	\$ 4,399.62		000006013	Obsolete
12	1 ea	Boxlight M6R-CP-7T00 Projector with Case	G0Y03499	4550		4/3/2001	\$ 2,680.00		000006268	Obsolete
19	1 ea	Gateway Laptop	5082BR301440	4553		4/3/2001	\$ 1,724.00		000006271	Obsolete
19	1 ea	Gateway Laptop	5082BR301487	4552		4/3/2001	\$ 1,724.00		000006270	Obsolete
16	1 ea	Dell 745 Computer	USQ90837	13553		5/31/2001	\$ 1,026.57		N00015668	Obsolete
6	1 ea	Gateway 5300 Laptop	BQB01171239	4569		6/7/2001	\$ 2,465.00		000006349	Obsolete
4	1 ea	Robotel Electrohome	D83097	4714		8/2/2001	\$ 2,778.03		000006714	Obsolete
4	1 ea	HP Laserjet 4100N Printer	USJNF17816	6407		11/28/2001	\$ 2,972.00		000007388	Obsolete
17	1 ea	SIMANN Airman Compressor Unit	01269	6201		12/13/2001	\$ 2,516.39		000012656	Obsolete
9	1 pallet	HP C7097A Printer with Stand	JPMB031486	6741	5000003762	1/22/2002	\$ 1,475.24		000007275	Obsolete
11	1 ea	Fiber Optic Kit	N/A	6807		3/6/2002	\$ 1,345.00		000007680	Obsolete
11	1 ea	Fiber Optic Kit	N/A	6808		3/6/2002	\$ 1,345.00		000007681	Obsolete
11	1 ea	Fiber Optic Kit	N/A	6809		3/6/2002	\$ 1,345.00		000007682	Obsolete
1	1 ea	Elmo Presenter EV-400AF	225126	6824		4/2/2002	\$ 1,900.00		000007464	Obsolete
11	1 ea	Elmo Visual Presenter	225116	6843		4/2/2002	\$ 1,900.00		000007462	Obsolete
11	1 ea	Elmo Visual Presenter	225141	6844		4/2/2002	\$ 1,900.00		000007461	Obsolete
5	1 ea	HP Laserjet 4100 Printer	USJND15028	6879		4/18/2002	\$ 1,045.00		000007716	Obsolete
10	1 ea	Cisco Systems Catalyst 3500	FAB0601W1T2	6186		4/30/2002	\$ 3,196.80		000007695	Obsolete
1	1 ea	Dell 240 Computer	16VPJ11	6972		6/5/2002	\$ 1,342.00		000007952	Obsolete
17	1 ea	SIMANN Airman Compressor Unit	01259	6200		6/5/2002	\$ 1,045.00		000008134	Obsolete
12	1 ea	Sargent Welch	1201480045	7890		6/19/2002	\$ 1,087.80		000008242	Obsolete
7	1 ea	APC Power Source	WS0217150332	6339		6/21/2002	\$ 1,385.00		000008246	Obsolete
11	1 ea	Compact Evo N1000C	1V28KQDZ62WD	7954		8/29/2002	\$ 1,932.00		000008376	Obsolete
11	1 ea	Compact Evo N1000C	1V28KQDZ53NJ	7944		8/29/2002	\$ 1,932.00		000008367	Obsolete
16	1 ea	Dell 260 Computer	4HCXT11	8001		9/16/2002	\$ 1,283.00		000008478	Obsolete
17	1 ea	Dell Latitude Laptop	JYBLZ11	7641		10/21/2002	\$ 2,807.00		000008911	Obsolete
8	1 ea	Dell 260 Computer	5QRF021	7443		10/24/2002	\$ 1,520.36		000008663	Obsolete
8	1 ea	Dell 260 Computer	DJMK021	7628		10/29/2002	\$ 1,956.68		000008954	Obsolete
11	1 ea	Dell 620 Computer	62C1421	7562		12/3/2002	\$ 1,428.20		000008858	Obsolete
11	1 ea	Dell 260 Computer	72C1421	7561		12/3/2002	\$ 1,428.20		000008857	Obsolete
4	1 ea	Epson 1660 Scanner	ETAW020119	8102		12/6/2002	\$ 1,304.00		000008916	Obsolete
6	1 ea	Compaq Evo N100V Laptop	1V2AKQFZX3CZ	8213		1/15/2003	\$ 3,334.00		000009128	Obsolete
2	1 ea	HP Proliant DL380	D327KJN2H156	8518		1/17/2003	\$ 1,873.00		000008909	Obsolete
11	1 ea	HP Laserjet 4200N Printer	853	8236		2/5/2003	\$ 2,089.06		000009178	Obsolete
2	1 ea	HP Proliant DL380	D323KJN2H964	8517		8/28/2003	\$ 4,204.11		000009327	Obsolete
5	1 ea	Sharp PG-A20X LCD Projector	307311344	8502	5000005249	9/17/2003	\$ 2,340.00		000009558	Obsolete
5	1 ea	Compaq Evo N610C Laptop	USD33900BZ	8510	5000006988	10/3/2003	\$ 1,900.00		000009453	Obsolete
4	1 ea	Advanced Cable Trainer	N/A	8594	5000005245	10/23/2003	\$ 1,918.48		000009564	Obsolete
4	1 ea	Advanced Cable Trainer	N/A	8533	5000005247	10/23/2003	\$ 1,918.48		000009562	Obsolete
4	1 ea	Advanced Cable Trainer	N/A	8593	5000005246	10/23/2003	\$ 1,918.48		000009563	Obsolete
19	1 ea	Dell XPX Computer	4R7SN31	8534		10/28/2003	\$ 4,065.00		000009566	Obsolete

 Capital Asset Valued at \$5,000 or more
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SOUTH TEXAS COLLEGE
TECHNOLOGY AND ELECTRONICS FOR DISPOSAL/RECYCLE VALUED AT \$1,000 AND OVER
SEPTEMBER 22, 2016

Pallet	Qty	Description	Serial Number	Silver Tag	Green Tag	Purchase Date	Amount	Net Value	Ptag	Condition
1	1 ea	Smart Simpodium PL-550-12	3FFP00241	7598		12/11/2003	\$ 2,941.66		000009441	Obsolete
8	1 ea	Dell 270 Computer	D1J7041	10552		12/17/2003	\$ 1,325.12		000009495	Obsolete
2	1 ea	HP Proliant DL380	R407LDN10010	27321		3/4/2004	\$ 3,947.70		000010623	Obsolete
7	1 ea	HP Proliant DL380 Server	R407LDN10009	27320		3/4/2004	\$ 3,947.70		000010622	Obsolete
7	1 ea	HP Proliant DL380 Server	R408LDN10001	10852		3/4/2004	\$ 3,947.70		000010626	Obsolete
10	1 ea	Cisco Systems Catalyst 2950	FHK0819Y0CQ	9261		6/8/2004	\$ 3,840.93		000010308	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	CAT0822Y1PE	10834		6/8/2004	\$ 3,893.67		000010271	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	CAT0822Y1XD	9246		6/8/2004	\$ 5,141.60	\$ -	000010276	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	CAT0822Z1MS	9824		6/8/2004	\$ 4,598.10		000010268	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	CAT0822Y1YK	9817		6/8/2004	\$ 4,826.76		000010356	Obsolete
5	1 ea	HP Compaq NX9110 Laptop	CND4260R5N	9319		7/12/2004	\$ 1,695.00		000009983	Obsolete
8	1 ea	Dell 270 Computer	9VTPC51	9024		8/24/2004	\$ 1,251.00		000010163	Obsolete
11	1 ea	Dell 270 Computer	9WTPC51	8944		8/24/2004	\$ 1,251.00		000010057	Obsolete
8	1 ea	Dell 270 Computer	24HHK51	9443		8/25/2004	\$ 1,848.64		000010101	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	CAT0822Y1QM	9302		8/31/2004	\$ 3,864.43		000010543	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	CAT0822Z1PK	9293		8/31/2004	\$ 4,916.03		000010544	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	CAT0822Z1LU	10110		8/31/2004	\$ 4,016.03		000010563	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	CAT0822Z1LV	10833		8/31/2004	\$ 4,016.03		000010565	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	CAT0822Z1PJ	9300		8/31/2004	\$ 4,616.03		00010546	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	CAT0822Y1Z3	10107		8/31/2004	\$ 4,016.03		000010552	Obsolete
1	1 ea	Dell 280 Computer	6LL5G61	11627		9/1/2004	\$ 1,251.00		000011703	Obsolete
3	1 ea	Dell 280 Computer	3KY3G61	11398		9/1/2004	\$ 1,251.00		000011474	Obsolete
3	1 ea	Dell 280 Computer	HJY3G61	11396		9/1/2004	\$ 1,251.00		000011472	Obsolete
3	1 ea	Dell 280 Computer	FJY3G61	11400		9/1/2004	\$ 1,251.00		000011476	Obsolete
3	1 ea	Dell 280 Computer	8PY3G61	11401		9/1/2004	\$ 1,251.00		000011477	Obsolete
3	1 ea	Dell 280 Computer	6JY3G61	11397		9/1/2004	\$ 1,251.00		000011397	Obsolete
3	1 ea	Dell 280 Computer	1NY3G61	11403		9/1/2004	\$ 1,251.00		000011479	Obsolete
3	1 ea	Dell 280 Computer	7JY3G61	11402		9/1/2004	\$ 1,251.00		000011478	Obsolete
8	1 ea	Dell 280 Computer	6ML5G61	11625		9/1/2004	\$ 1,251.00		000011701	Obsolete
17	1 ea	Dell 280 Computer	4XW3G61	11468		9/1/2004	\$ 1,251.00		000011544	Obsolete
17	1 ea	Dell 280 Computer	91YQG61	11666		9/1/2004	\$ 1,251.00		000011742	Obsolete
18	1 ea	Dell GX280 Computer	DHJ3G61	11494		9/1/2004	\$ 1,251.00		000011570	Obsolete
18	1 ea	Dell GX280 Computer	BRJ3G61	11523		9/1/2004	\$ 1,251.00		000011599	Obsolete
18	1 ea	Dell GX280 Computer	GKJ3G61	11496		9/1/2004	\$ 1,251.00		000011572	Obsolete
18	1 ea	Dell GX280 Computer	9YW3G61	11336		9/1/2004	\$ 1,251.00		000011412	Obsolete
18	1 ea	Dell GX280 Computer	7LY3G61	11371		9/1/2004	\$ 1,251.00		000011447	Obsolete
18	1 ea	Dell GX280 Computer	8TJ3G61	11517		9/1/2004	\$ 1,251.00		000011593	Obsolete
18	1 ea	Dell GX280 Computer	FH96G61	11340		9/2/2004	\$ 1,251.00		000011416	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	CAT0834N42U	10800		9/15/2004	\$ 3,897.00		000011913	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	CAT0834X289	10799		9/15/2004	\$ 3,897.00		000011912	Obsolete
7	1 ea	HP Proliant DL380 Server	EA3FLDN73D	10891		10/29/2004	\$ 4,338.67		000010702	Obsolete
17	1 ea	Dell 280 Computer	1CHB761	10266		12/9/2004	\$ 1,591.17		000010916	Obsolete

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Pallet	Qty	Description	Serial Number	Silver Tag	Green Tag	Purchase Date	Amount	Net Value	Ptag	Condition
16	1 ea	Sanyo POC-XU55A Projector	G4601526	9863		12/15/2004	\$ 5,234.39		000012148	Obsolete
16	1 ea	Sanyo POC-XU55A Projector	G4601640	10975		12/15/2004	\$ 5,234.39		000012113	Obsolete
16	1 ea	Sanyo POC-XU55A Projector	G4601583	10189		12/15/2004	\$ 5,234.39		000012161	Obsolete
16	1 ea	Sanyo POC-XU55A Projector	G4601502	10933		12/15/2004	\$ 5,234.39		000012136	Obsolete
20	1 ea	Canon RE-450X Visualizer Document Camera	2870110067	23110		12/15/2004	\$ 4,592.14		000012668	Obsolete
6	1 ea	Dell 280 Computer	BM28J61	9582		1/14/2005	\$ 1,310.67		000010952	Obsolete
5	1 ea	NetBotz 320 Network Monitoring Device with Camera	0002D302AB64	10179		2/24/2005	\$ 1,202.00		000011061	Obsolete
5	1 ea	NetBotz 320 Network Monitoring Device with Camera	0002D302C0B8	10180		2/24/2005	\$ 1,202.00		000011060	Obsolete
5	1 ea	NetBotz 320 Network Monitoring Device with Camera	0002D302C0B3	10181		2/24/2005	\$ 1,202.00		000011062	Obsolete
11	1 ea	Dell Latitude D800	891JY61	9915		3/8/2005	\$ 1,798.54		000011122	Obsolete
3	1 ea	Dell 280 Computer	BPD1Y61	9838	5000006276	3/21/2005	\$ 1,251.00		000011296	Obsolete
3	1 ea	Dell 280 Computer	6PD1Y61	9843	5000006280	3/21/2005	\$ 1,251.00		000011301	Obsolete
3	1 ea	Dell 280 Computer	4QD1Y61	9840	5000006278	3/21/2005	\$ 1,251.00		000011298	Obsolete
3	1 ea	Dell 280 Computer	BQD1Y61	9839	5000006281	3/21/2005	\$ 1,251.00		000011297	Obsolete
3	1 ea	Dell 280 Computer	JPD1Y61	9841	5000006279	3/21/2005	\$ 1,251.00		000011299	Obsolete
3	1 ea	Dell 280 Computer	FPD1Y61	9842	5000006277	3/21/2005	\$ 1,251.00		000011300	Obsolete
5	1 ea	Cisco 2950 Catalyst	FHK0910Y0XY	9988		4/20/2005	\$ 2,397.00		000011141	Obsolete
5	1 ea	Dell Latitude D800 Laptop	9MMP771	9979	5000005583	4/20/2005	\$ 2,385.65		000011246	Obsolete
11	1 ea	Dell Latitude D800	8GFY771	9982		4/20/2005	\$ 1,784.62		000011254	Obsolete
11	1 ea	Dell Latitude D810	52C3871	9984		4/20/2005	\$ 1,823.14		000011169	Obsolete
11	1 ea	Dell 280 Computer	4LNB771	10979	5000005751	4/21/2005	\$ 1,187.88		000011145	Obsolete
19	1 ea	Dell 280 Computer	BLNB771	10978	5000005752	4/21/2005	\$ 1,187.88		000011144	Obsolete
19	1 ea	Dell 280 Computer	8LNB771	9936	5000005550	4/21/2005	\$ 1,187.88		000011143	Obsolete
20	1 ea	Extron System Switcher	856177005	10006	5000005512	4/26/2005	\$ 4,159.07		000011780	Obsolete
10	1 ea	Cisco System Catalyst 2950	FHK0932Y0KQ	12097		5/4/2005	\$ 2,397.00		000012493	Obsolete
10	1 ea	Cisco Systems Catalyst 3560 Series P0E-48	FDO1410X0ZP	21774		5/4/2005	\$ 3,897.00		000012490	Obsolete
6	1 ea	Dell D8610 Latitude Laptop	BNZCH71	10019		5/11/2005	\$ 1,729.44		000011903	Obsolete
4	1 ea	Robotel Electrohome	5010003	10713		5/20/2005	\$ 1,991.43		000011980	Obsolete
4	1 ea	Robotel SC25000IX4 USB	05020260	10714		5/20/2005	\$ 1,511.43		000011981	Obsolete
4	1 ea	Robotel SC25000IX4 USB	05020259	10716		5/20/2005	\$ 1,511.43		000011983	Obsolete
4	1 ea	Robotel SC25000IX4 USB	05020261	10715		5/20/2005	\$ 1,511.43		000011982	Obsolete
4	1 ea	Robotel SC25000IX4 USB	05020240	10807		5/20/2005	\$ 1,511.43		000011984	Obsolete
4	1 ea	Robotel SC2500-H Controler	05050411	11320		5/20/2005	\$ 1,571.43		000011985	Obsolete
12	1 ea	Dell D610 Laptop	7CJQK71	10043		6/1/2005	\$ 1,407.33		000011290	Obsolete
5	1 ea	Dell 280 Computer	GFMBY61	8816		6/18/2005	\$ 1,278.69		000011116	Obsolete
10	1 ea	Cisco Systems Catalyst 3560G	FOC0922U0CP	10707		6/22/2005	\$ 2,877.00		000011836	Obsolete
8	1 ea	Dell 280 Computer	3WK7S71	11764		7/1/2005	\$ 1,315.47		000011877	Obsolete
11	1 ea	Dell 280 Computer	795HS71	11802		7/1/2005	\$ 1,464.18		000011871	Obsolete
3	1 ea	Dell 280 Computer	3MS5581	11862		8/3/2005	\$ 1,304.73		000012372	Obsolete
5	1 ea	Dell 280 Computer	G8X2581	12129		8/3/2005	\$ 1,304.73		000012438	Obsolete
20	1 ea	Extron System Switcher	911439001	11246		8/5/2005	\$ 6,409.56	\$ -	000012504	Obsolete
8	1 ea	Dell 280 Computer	CJTYF81	12237		9/13/2005	\$ 1,216.45		N00012901	Obsolete

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Pallet	Qty	Description	Serial Number	Silver Tag	Green Tag	Purchase Date	Amount	Net Value	Ptag	Condition
3	1 ea	Dell 620 Computer	4B4NM81	10393		10/14/2005	\$ 1,261.86		N00013033	Obsolete
6	1 ea	Dell 620 Computer	3K7YR81	12197		11/7/2005	\$ 1,685.98		N00013154	Obsolete
6	1 ea	Dell 620 Computer	J5H0S81	12198		11/7/2005	\$ 1,202.52		N00013149	Obsolete
17	1 ea	Dell 620 Computer	DMCHQ81	12310		11/7/2005	\$ 1,140.34		N00013014	Obsolete
17	1 ea	Dell 620 Computer	9PCHQ81	12287		11/7/2005	\$ 1,140.34		N00012991	Obsolete
1	1 ea	Dell D610 Laptop	FCKXR81	12400		11/11/2005	\$ 1,468.02		N00013195	Obsolete
4	1 ea	HP Laserjet 4250N Printer	CNGXG04077	10495		11/21/2005	\$ 1,116.00		N00013421	Obsolete
11	1 ea	Dell 620 Computer	7RW2X81	17311		12/2/2005	\$ 1,083.68		N00013500	Obsolete
20	1 ea	Canon RE-455X Visualizer Document Camera	5100000046	17364		1/4/2006	\$ 1,427.23		N00013432	Obsolete
6	1 ea	Dell 620 Computer	13TH491	10442		1/10/2006	\$ 1,278.11		N00014052	Obsolete
6	1 ea	Dell 620 Computer	G2TH491	10443		1/10/2006	\$ 1,278.11		N00014053	Obsolete
5	1 ea	Dell 620 Computer	7XK7391	12679		1/24/2006	\$ 1,102.70		N00014019	Obsolete
6	1 ea	Dell 620 Computer	CPL7391	12710		1/24/2006	\$ 1,102.70		N00013992	Obsolete
6	1 ea	Dell 620 Computer	FNL7391	12905		1/24/2006	\$ 1,102.70		N00013877	Obsolete
8	1 ea	Dell 620 Computer	CTZKY81	19083		1/24/2006	\$ 1,102.70		N00013768	Obsolete
8	1 ea	Dell 620 Computer	HPL7391	12904		1/24/2006	\$ 1,102.70		N00013878	Obsolete
16	1 ea	Dell 620 Computer	455LY81	12523		1/24/2006	\$ 1,102.70		N00013724	Obsolete
3	1 ea	HP Compaq TC 4200 Laptop	CND5470DQ5	12928		1/30/2006	\$ 1,549.00		N00014474	Obsolete
2	1 ea	HP Proliant DL585	EN5ZNSHZ5S	17449		2/1/2006	\$ 22,677.34	\$ -	N00012870	Obsolete
2	1 ea	HP Proliant DL585	EN60NSHZ5S	17444		2/1/2006	\$ 22,677.33	\$ -	N00012871	Obsolete
6	1 ea	Dell 620 Computer	8938K91	15305	5000010074	2/17/2006	\$ 1,102.70		N00014156	Obsolete
3	1 ea	Dell 620 Computer	152VJ91	14925	5000006963	2/23/2006	\$ 1,251.40		N00014297	Obsolete
6	1 ea	Dell 620 Computer	DXCZJ91	13105	5000006968	2/27/2006	\$ 1,159.20		N00014295	Obsolete
6	1 ea	Dell 620 Computer	G9VZJ91	13075	5000010041	2/27/2006	\$ 1,159.20		N00014265	Obsolete
6	1 ea	Dell 620 Computer	GXCZJ91	13087	5000010048	2/27/2006	\$ 1,159.20		N00014277	Obsolete
6	1 ea	Dell 620 Computer	7YCZJ91	13089	5000010050	2/27/2006	\$ 1,159.20		N00014279	Obsolete
6	1 ea	Dell 620 Computer	6XCZJ91	13100	5000006974	2/27/2006	\$ 1,159.20		N00014290	Obsolete
6	1 ea	Dell 620 Computer	9YCZJ91	13091	5000010052	2/27/2006	\$ 1,159.20		N00014281	Obsolete
6	1 ea	Dell 620 Computer	BXCZJ91	13092	5000010053	2/27/2006	\$ 1,159.20		N00014282	Obsolete
6	1 ea	Dell 620 Computer	3YCZJ91	13088	5000010049	2/27/2006	\$ 1,159.20		N00014278	Obsolete
6	1 ea	Dell 620 Computer	2XCZJ91	13097	5000010057	2/27/2006	\$ 1,159.20		N00014287	Obsolete
6	1 ea	Dell 620 Computer	HXCZJ91	13101	5000006973	2/27/2006	\$ 1,159.20		N00014291	Obsolete
6	1 ea	Dell 620 Computer	1YCZJ91	13099	5000006975	2/27/2006	\$ 1,159.20		N00014289	Obsolete
6	1 ea	Dell 620 Computer	2YCZJ91	13090	5000010051	2/27/2006	\$ 1,159.20		N00014280	Obsolete
6	1 ea	Dell 620 Computer	GWCZJ91	13096	5000010058	2/27/2006	\$ 1,159.20		N00014286	Obsolete
6	1 ea	Dell 620 Computer	8XCZJ91	13103	5000006971	2/27/2006	\$ 1,159.20		N00014293	Obsolete
11	1 ea	Dell Latitude D610	2G8CJ91	13124		3/1/2006	\$ 1,457.53		N00014233	Obsolete
19	1 ea	Sharp XG-PH50X Projector	510413046	13232	5000010184	4/4/2006	\$ 4,052.00		N00014864	Obsolete
11	1 ea	Dell 260 Computer	2DS8W91	15430		4/28/2006	\$ 1,287.42		N00014416	Obsolete
5	1 ea	Dell 9400 Laptop	G7TPV91	17389		5/4/2006	\$ 3,020.96		N00014412	Obsolete
20	1 ea	Symposium ID250 Monitor	5LFP00655	17462		5/8/2006	\$ 1,799.00		N00014450	Obsolete
20	1 ea	Symposium ID250 Monitor	5LFP00310	18972		5/8/2006	\$ 1,799.00		N00014449	Obsolete

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3	1 ea	Dell 620 Computer	926K1B1	15534		5/30/2006	\$ 1,072.34		N00014583	Obsolete
3	1 ea	Dell 620 Computer	CSRK1B1	15525	5000007046	5/30/2006	\$ 1,072.34		N00014621	Obsolete
17	1 ea	Dell 620 Computer	826K1B1	15536	5000007010	5/30/2006	\$ 1,072.34		N00014585	Obsolete
11	1 ea	Dell Latitude D820	2ZPG0B1	15437		6/6/2006	\$ 2,247.74		N00014634	Obsolete
11	1 ea	Dell 620 Computer	GR716B1	13294		6/23/2006	\$ 1,923.49		N00014798	Obsolete
5	1 ea	Dell 620 Computer	1WR36B1	14982		6/26/2006	\$ 1,048.64		N00014776	Obsolete
6	1 ea	Dell D820 Latitude Laptop	2TG16B1	15388		6/26/2006	\$ 1,446.20		N00014720	Obsolete
8	1 ea	Dell 620 Computer	BVR36B1	14974		6/26/2006	\$ 1,048.64		N00014768	Obsolete
20	1 ea	Symposium ID350 Monitor	6DFP00771	15088		7/31/2006	\$ 1,874.00		N00014808	Obsolete
13	1 ea	Panasonic Display Monitor	YJ6420502	15200		8/25/2006	\$ 2,527.60		N00014846	Obsolete
13	1 ea	Panasonic Display Monitor	YJ6420343	15189		8/25/2006	\$ 2,608.52		N00014838	Obsolete
13	1 ea	Panasonic Display Monitor	YJ6420306	15201		8/25/2006	\$ 2,527.60		N00014847	Obsolete
13	1 ea	Panasonic TH-42PWD8UK Display Monitor	YJ6420747	15198		8/25/2006	\$ 2,527.60		N00014844	Obsolete
13	1 ea	Panasonic Display Monitor	YJ6420347	15193		8/25/2006	\$ 2,704.61		N00014842	Obsolete
13	1 ea	Panasonic Display Monitor	YJ6420152	15098		8/25/2006	\$ 2,608.44		N00014834	Obsolete
14	1 ea	Panasonic TH-42BWD8UK Display Monitor	YJ6420331	15191		8/25/2006	\$ 2,704.61		N00014840	Obsolete
14	1 ea	Panasonic TH-42PWD8UK Display Monitor	YJ6420197	15188		8/25/2006	\$ 2,608.52		N00014837	Obsolete
14	1 ea	Panasonic TH-42PWD8UK Display Monitor	YJ6420326	15167		8/25/2006	\$ 2,527.60		N00014843	Obsolete
14	1 ea	Panasonic TH-42PWD8UK Display Monitor	YJ6420153	15099		8/25/2006	\$ 2,608.43		N00014835	Obsolete
14	1 ea	Panasonic TH-42PWD8UK Display Monitor	YJ6420140	15192		8/25/2006	\$ 2,704.61		N00014841	Obsolete
18	1 ea	Panasonic TH-42PWD8UK Display Monitor	YJ6420052	15208		8/25/2006	\$ 2,527.61		N00014854	Obsolete
18	1 ea	Panasonic TH-42PWD8UK Display Monitor	YJ6420076	15205		8/25/2006	\$ 2,527.60		N00014851	Obsolete
18	1 ea	Panasonic TH-42PWD8UK Display Monitor	YJ6420766	15207		8/25/2006	\$ 2,527.61		N00014853	Obsolete
18	1 ea	Panasonic TH-42EWE8UK Display Monitor	YJ6420193	15211		8/25/2006	\$ 2,527.61		N00014857	Obsolete
20	1 ea	Panasonic TH-42PWD8UK Display Monitor	YJ6420495	15202		8/25/2006	\$ 2,527.60		N00014848	Obsolete
20	1 ea	Panasonic TH-42PWD8UK Display Monitor	YJ6420305	15210		8/25/2006	\$ 2,527.61		N00014856	Obsolete
20	1 ea	Panasonic TH-42PWD8UK Display Monitor	YJ6420760	15203		8/25/2006	\$ 2,527.60		N00014849	Obsolete
20	1 ea	Panasonic TH-42PWD8UK Display Monitor	YJ6420724	15209		8/25/2006	\$ 2,527.61		N00014855	Obsolete
19	1 ea	Dell 5150 Computer	GH2LMB1	15258		8/29/2006	\$ 2,000.00		N00014904	Obsolete
14	1 ea	Panasonic TH-37PHD8UK Display Monitor	YP6340068	13321		8/31/2006	\$ 2,481.53		N00015004	Obsolete
14	1 ea	Panasonic TH-37PHD8UK Display Monitor	YP6340023	13332		8/31/2006	\$ 2,481.53		N00015005	Obsolete
18	1 ea	Panasonic TH-37PHD8UK Display Monitor	YE6340058	13331		8/31/2006	\$ 2,292.86		N00015013	Obsolete
18	1 ea	Panasonic TH-37PHD8UK Display Monitor	YP6340097	13324		8/31/2006	\$ 2,481.53		N00015006	Obsolete
20	1 ea	Panasonic TH-37PHD8UK Display Monitor	YP6340034	13333		8/31/2006	\$ 2,575.53		N00015002	Obsolete
3	1 ea	Dell 620 Computer	3TBGWB1	15727	5000010655	10/5/2006	\$ 1,048.31		N00015071	Obsolete
3	1 ea	Dell 620 Computer	DVBGWB1	15728	5000010656	10/5/2006	\$ 1,048.31		N00015072	Obsolete
8	1 ea	Dell 620 Computer	7VBGWB1	15733	5000010661	10/5/2006	\$ 1,048.31		N00015077	Obsolete
20	1 ea	Symposium ID350 Monitor	6IFP00342	15742		10/10/2006	\$ 1,817.80		N00015061	Obsolete
1	1 ea	Dell 745 Computer	GT4YZB1	15759		10/27/2006	\$ 1,001.11		N00015103	Obsolete
19	1 ea	HP DL385 Proliant Server	USE635N3FT	15716		10/27/2006	\$ 4,283.66		N00015091	Obsolete
6	1 ea	Dell 745 Computer	15G85C1	15851		12/8/2006	\$ 2,475.48		N00015236	Obsolete
16	1 ea	Sharp XG-C330X Projector	610912192	15286		1/10/2007	\$ 2,033.00		N00015194	Obsolete

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17	1 ea	Dell 745 Computer	2R4F2C1	15942		4/4/2007	\$ 1,128.17		N00015441	Obsolete
19	1 ea	Dell 1950 Power Edge Server	17T0VC1	15267		4/20/2007	\$ 2,995.00		N00015486	Obsolete
8	1 ea	Dell 745 Computer	7BXNVC1	15965		4/24/2007	\$ 1,128.92		N00015509	Obsolete
5	1 ea	Dell 745 Computer	91QXVC1	15971		5/1/2007	\$ 1,002.54		N00015562	Obsolete
11	1 ea	Dell 745 Computer	GFJJZC1	16090		5/24/2007	\$ 1,128.92		N00015612	Obsolete
19	1 ea	Dell 2950 Power Edge Server	7NRGZC1	16094		5/24/2007	\$ 5,126.00	\$ -	N00015570	Obsolete
19	1 ea	Dell 745 Computer	6DJJZC1	16083		5/24/2007	\$ 1,128.92		N00015605	Obsolete
19	1 ea	Dell 745 Computer	FCJJZC1	16084		5/24/2007	\$ 1,128.92		N00015606	Obsolete
20	1 ea	Symposium ID350 Monitor	7AFP00249	13491		5/24/2007	\$ 1,843.65		N00015444	Obsolete
16	1 ea	Dell 745 Computer	C0PSZC1	13560		5/31/2007	\$ 1,026.57		N00015676	Obsolete
20	1 ea	Symposium ID350 Monitor	6JFP00203	16108		6/25/2007	\$ 1,493.93		N00015978	Obsolete
5	1 ea	Dell 745 Computer	GYF55D1	13691		7/3/2007	\$ 1,549.00		N00015824	Obsolete
16	1 ea	Dell 745 Computer	CSF55D1	13643		7/3/2007	\$ 1,384.95		N00015828	Obsolete
19	1 ea	Dell 745 Computer	GSF55D1	13639		7/3/2007	\$ 1,384.95		N00015827	Obsolete
3	1 ea	Dell 745 Computer	1BH76D1	16231		7/12/2007	\$ 1,098.96		N00015844	Obsolete
5	1 ea	Dell 745 Computer	BP476D1	16228		7/12/2007	\$ 1,098.96		N00015835	Obsolete
6	1 ea	Dell D620 Latitude Laptop	9NRM5D1	16176		7/12/2007	\$ 1,378.02		N00016133	Obsolete
8	1 ea	Dell 745 Computer	1CH76D1	16233		7/12/2007	\$ 1,098.96		N00015846	Obsolete
8	1 ea	Dell 745 Computer	CP476D1	16229		7/12/2007	\$ 1,098.96		N00015836	Obsolete
17	1 ea	Dell 745 Computer	8BH76D1	16232		7/12/2007	\$ 1,098.96		N00015845	Obsolete
13	1 ea	Panasonic Display Monitor	MB71570461	16258		7/24/2007	\$ 1,659.16		N00016117	Obsolete
13	1 ea	Panasonic Display Monitor	YJ6420346	15190		7/24/2007	\$ 1,659.16		N00016117	Obsolete
14	1 ea	Panasonic TH-42TH10UK Display Monitor	MB71570142	16255		7/24/2007	\$ 1,659.16		N00016109	Obsolete
15	1 ea	Panasonic TH-42PH10UK Display Monitor	MBY1570234	16252		7/24/2007	\$ 1,659.16		N00016102	Obsolete
15	1 ea	Panasonic TH-42PH10UK Display Monitor	MB71570413	16259		7/24/2007	\$ 1,659.16		N00016120	Obsolete
15	1 ea	Panasonic TH-42PH10UK Display Monitor	MB71570212	16254		7/24/2007	\$ 1,659.16		N00016107	Obsolete
15	1 ea	Panasonic TH-42PH10UK Display Monitor	MB71570412	16260		7/24/2007	\$ 1,659.16		N00016123	Obsolete
15	1 ea	Panasonic TH-42PH10UK Display Monitor	MB71570466	16263		7/24/2007	\$ 1,659.16		N00016131	Obsolete
15	1 ea	Panasonic TH-42PH10UK Display Monitor	MB71570392	16257		7/24/2007	\$ 1,659.16		N00016114	Obsolete
20	1 ea	Panasonic TH-42PH10UK Display Monitor	MB71570096	16253		7/24/2007	\$ 1,659.16		N00016104	Obsolete
13	1 ea	Panasonic Display Monitor	MB71570455	16256		7/27/2007	\$ 1,659.16		N00016111	Obsolete
16	1 ea	Crestron MPS-200 Media System	6501332	23100		8/31/2007	\$ 8,916.53	\$ 891.27	N00016087	Obsolete
20	1 ea	Canon RE-455X Visualizer Document Camera	5220000024	16478		8/31/2007	\$ 4,760.71		N00016081	Obsolete
6	1 ea	Dell 5110CN Printer	3B49B91	16454		9/26/2007	\$ 1,349.00		N00016220	Obsolete
8	1 ea	Dell 745 Computer	3Z11XD1	17037		10/16/2007	\$ 1,340.75		N00016249	Obsolete
2	1 ea	HP Proliant DL585	USE741NCQC	14042		10/17/2007	\$ 11,741.00	\$ -	N00016262	Obsolete
6	1 ea	Dell 745 Computer	2M91ZD1	14119		10/31/2007	\$ 1,101.62		N00016284	Obsolete
4	1 ea	Dell 745 Computer	GWX90F1	14128		11/1/2007	\$ 1,024.89		N00016305	Obsolete
3	1 ea	Dell 745 Computer	1ZC61F1	23863		11/5/2007	\$ 2,268.10		N00016307	Obsolete
6	1 ea	Dell 745 Computer	3M038F1	14130		12/11/2007	\$ 1,000.99		N00016348	Obsolete
4	1 ea	Dell 755 Computer	5148GF1	14079		1/18/2008	\$ 1,103.96		N00016363	Obsolete
11	1 ea	Dell 755 Computer	G3J6JF1	14268		1/23/2008	\$ 1,669.25		N00016373	Obsolete

 Capital Asset Valued at \$5,000 or more
 Grant Funded Asset

SOUTH TEXAS COLLEGE
TECHNOLOGY AND ELECTRONICS FOR DISPOSAL/RECYCLE VALUED AT \$1,000 AND OVER
SEPTEMBER 22, 2016

Pallet	Qty	Description	Serial Number	Silver Tag	Green Tag	Purchase Date	Amount	Net Value	Ptag	Condition
4	1 ea	Toshiba M700 Laptop	18073933H	14253		1/28/2008	\$ 1,581.52		N00016374	Obsolete
11	1 ea	Dell 755 Computer	151ZQF1	14394		3/3/2008	\$ 1,356.88		N00016441	Obsolete
11	1 ea	Dell 755 Computer	251ZQF1	14395		3/3/2008	\$ 1,356.88		N00016440	Obsolete
11	1 ea	Dell 755 Computer	351ZQF1	14380		3/3/2008	\$ 1,356.88		N00016438	Obsolete
20	1 ea	Crestron Digital Joystick Camera Controller Controller	6501119-3162031	13941		3/3/2008	\$ 1,453.13		N00016849	Obsolete
17	1 ea	Dell Precision 490 Computer	H8BWR1	14263		3/4/2008	\$ 3,852.89		N00016445	Obsolete
4	1 ea	Robotel Electrohome	7090008	14308	5000006282	3/11/2008	\$ 13,515.00	\$ -	N00016487	Obsolete
11	1 ea	Dell 755 Computer	3GMD4G1	14441		4/24/2008	\$ 1,549.49		N00016512	Obsolete
11	1 ea	Dell 755 Computer	23YD4G1	14442		4/24/2008	\$ 1,611.79		N00016505	Obsolete
17	1 ea	Dell Laser Printer 3110CN	HX7VNC1	14439		4/24/2008	\$ 1,302.38		N00016507	Obsolete
11	1 ea	Toshiba Portege M700-S7005X	58024533H	11897		5/22/2008	\$ 1,715.02		N00016553	Obsolete
11	1 ea	Toshiba Portege M700-S7005X	58021775H	11894		5/22/2008	\$ 1,715.02		N00016549	Obsolete
11	1 ea	Toshiba Portege M700-S7005X	58024531H	11895		5/22/2008	\$ 1,715.02		N00016550	Obsolete
11	1 ea	Toshiba Portege M700-S7005X	58021275H	14477		5/22/2008	\$ 1,715.02		N00016547	Obsolete
19	1 ea	Toshiba M700-S7005X Laptop	58021304H	14272		5/22/2008	\$ 1,715.02		N00016551	Obsolete
5	1 ea	Toshiba M700 Laptop	58021288H	11892		5/27/2008	\$ 1,695.75		N00016557	Obsolete
6	1 ea	Toshiba M700 Laptop	58021295H	11890		5/27/2008	\$ 1,924.53		N00016611	Obsolete
6	1 ea	Toshiba M700 Laptop	58024529H	11888		5/27/2008	\$ 1,924.53		N00016613	Obsolete
11	1 ea	Dell 755 Computer	F80GCG1	14312		5/27/2008	\$ 1,462.27		N00016633	Obsolete
3	1 ea	Dell 755 Computer	8TVGCG1	11948	5000010743	5/29/2008	\$ 1,299.40		N00016649	Obsolete
3	1 ea	Dell 755 Computer	D6DDNG1	13901	5000010430	6/25/2008	\$ 1,181.81		N00016769	Obsolete
8	1 ea	Dell 755 Computer	JS9JNG1	13909		6/25/2008	\$ 1,479.28		N00016767	Obsolete
11	1 ea	Toshiba Portege M700-S7005X	58066114H	13889		6/30/2008	\$ 1,601.59		N00016759	Obsolete
16	1 ea	Dell 755 Computer	8QD0PG1	14423		6/30/2008	\$ 1,380.88		N00016755	Obsolete
17	1 ea	Power Vault MD1000 Server	D3BBQG1	13703		7/2/2008	\$ 9,100.00	\$ -	N00016753	Obsolete
4	1 ea	Dell 5110CN Printer	FPBBB91	13849		8/14/2008	\$ 1,011.75		N00019276	Obsolete
4	1 ea	Robotel Electrohome	8060032	14303		8/22/2008	\$ 13,515.00	\$ 2,703.37	N00017059	Obsolete
3	1 ea	Dell 755 Computer	9MKLHH1	17576	5000006327	10/1/2008	\$ 1,012.50		N00017290	Obsolete
17	1 ea	Dell Power Edge 2950 Server	611CYH1	17565		1/15/2009	\$ 3,610.15		N00017316	Obsolete
5	1 ea	NetBotz 320 Network Monitoring Device with Camera	0002D303446F	14425		2/3/2009	\$ 1,164.15		N00017340	Obsolete
17	1 ea	Dell Power Edge 2950 Server	H8TR7J1	18957		2/23/2009	\$ 3,433.92		N00017393	Obsolete
7	1 ea	Poweredge 2950 Server	FW7VNJ1	17910		4/6/2009	\$ 4,828.67		N00017491	Obsolete
17	1 ea	Dell Power Edge 2950 Server	GW7VNJ1	17909		4/6/2009	\$ 4,828.67		N00017492	Obsolete
17	1 ea	Dell Power Edge 2950 Server	HRVQJ1	17593		4/21/2009	\$ 3,433.92		N00017493	Obsolete
17	1 ea	Dell Power Edge 2950 Server	GRVQJ1	17594		4/21/2009	\$ 3,433.92		N00017494	Obsolete
11	1 ea	Mac Monitor	QP9210F6259	17970		6/2/2009	\$ 2,218.00		N00019545	Obsolete
16	1 ea	Panasonic PT-F300 Projector	SC9260002	18464		6/10/2009	\$ 2,675.42		N00017674	Obsolete
16	1 ea	Panasonic PT-F300 Projector	SC9260005	18403		6/10/2009	\$ 2,695.44		N00017613	Obsolete
17	1 ea	Dell 760 Computer	C8bt4j1	18634		6/17/2009	\$ 1,142.10		N00019368	Obsolete
17	1 ea	Dell 760 Computer	4YR3CK1	17978		7/15/2009	\$ 1,005.88		N00019384	Obsolete
2	1 ea	Dell Poweredge 2950	956FVH1	18721		7/22/2009	\$ 3,433.92		N00019459	Obsolete
17	1 ea	Dell Power Edge 2950 Server	954FVH1	18715		7/22/2009	\$ 3,433.92		N00019453	Obsolete

Capital Asset Valued at \$5,000 or more
 Grant Funded Asset

SOUTH TEXAS COLLEGE
TECHNOLOGY AND ELECTRONICS FOR DISPOSAL/RECYCLE VALUED AT \$1,000 AND OVER
SEPTEMBER 22, 2016

Pallet	Qty	Description	Serial Number	Silver Tag	Green Tag	Purchase Date	Amount	Net Value	Ptag	Condition
17	1 ea	Dell Power Edge 2950 Server	954HVH1	18720		7/22/2009	\$ 3,433.92		N00019458	Obsolete
19	1 ea	Dell 2950 Power Edge Server	955HVH1	18718		7/22/2009	\$ 3,433.92		N00019456	Obsolete
19	1 ea	Dell 2950 Power Edge Server	955FVH1	18716		7/22/2009	\$ 3,433.92		N00019454	Obsolete
17	1 ea	Dell 760 Computer	F2W3JK1	19847		10/27/2009	\$ 1,033.32		N00019475	Obsolete
20	1 ea	Symphonium ID370 Monitor	8HFP00128	17797		11/4/2009	\$ 2,081.39		N00019468	Obsolete
10	1 ea	Disk Array Enclosure	FCNCH093501239	18115		11/24/2009	\$ 9,240.00	\$ -	N00017774	Obsolete
17	1 ea	Dell 760 Computer	6DPRML1	18319		1/19/2010	\$ 1,637.59		N00019274	Obsolete
16	1 ea	Panasonic PT-F300 Projector	SC0250118	16699		6/1/2010	\$ 2,697.29		N00018096	Obsolete
16	1 ea	Panasonic PT-F300 Projector	SC0250062	16698		6/1/2010	\$ 2,697.29		N00018095	Obsolete
16	1 ea	Panasonic PT-F300 Projector	SC0240107	16703		6/1/2010	\$ 2,616.11		N00018148	Obsolete
16	1 ea	Panasonic PT-F300 Projector	SC0260174	16704		6/1/2010	\$ 2,616.11		N00018153	Obsolete
16	1 ea	Eiki LC-XB 200 Projector	H99A2361	16798		6/22/2010	\$ 1,651.95		N00018307	Obsolete
16	1 ea	Eiki LC-XB 200 Projector	H99A2246	16824		6/22/2010	\$ 1,651.95		N00018333	Obsolete
16	1 ea	Eiki LC-XB 200 Projector	H9XA2697	16823		6/22/2010	\$ 1,651.95		N00018332	Obsolete
16	1 ea	Eiki LC-XB 200 Projector	H9XA2734	16802		6/22/2010	\$ 1,651.95		N00018311	Obsolete
16	1 ea	Eiki LC-XB 200 Projector	H9XA2970	16799		6/22/2010	\$ 1,651.95		N00018308	Obsolete
16	1 ea	Eiki LC-XB 200 Projector	H9XA2881	16826		6/22/2010	\$ 1,651.95		N00018335	Obsolete
16	1 ea	Eiki LC-XB 200 Projector	H99A2108	16818		6/22/2010	\$ 1,651.95		N00018327	Obsolete
16	1 ea	Eiki LC-XB 200 Projector	H99A2241	16813		6/22/2010	\$ 1,651.95		N00018322	Obsolete
16	1 ea	Eiki LC-XB 200 Projector	H99A2097	16803		6/22/2010	\$ 1,651.95		N00018312	Obsolete
16	1 ea	Eiki LC-XB 200 Projector	H99A2137	16805		6/22/2010	\$ 1,651.95		N00018314	Obsolete
16	1 ea	Eiki LC-XB 200 Projector	H99A2263	16820		6/22/2010	\$ 1,651.95		N00018329	Obsolete
16	1 ea	Eiki LC-XB 200 Projector	H9XA2887	16817		6/22/2010	\$ 1,651.95		N00018326	Obsolete
10	1 ea	Sun Microsystem Sunfire T2000	0632NNN0P7	14838		8/12/2010	\$ 6,800.00	\$ -	N00018444	Obsolete
17	1 ea	Power Vault MD1000 Server	C19XKN1	19089		10/12/2010	\$ 8,622.54	\$ -	N00018599	Obsolete
17	1 ea	Dell 780 Computer	C0XS3P1	19128		11/9/2010	\$ 1,443.37		N00018668	Obsolete
10	1 ea	Disk Array Enclosure	FCNLC104201423	19405		4/18/2011	\$ 28,650.51	\$ -	N00018857	Obsolete
16	1 ea	Panasonic PT-F300 Projector	SC1266048	19600		6/13/2011	\$ 3,982.49		N00019164	Obsolete
12	1 ea	Ingenico Card Reader	6665501021082826	19704		7/22/2011	\$ 1,000.00		N00019241	Obsolete
12	1 ea	Ingenico Card Reader	6665501021082828	19703		7/22/2011	\$ 1,000.00		N00019240	Obsolete
16	1 ea	Eiki LC-XB 250 Projector	H1AX1594	20070		12/9/2011	\$ 2,323.00		N00019944	Obsolete
4	1 ea	Advanced Cable Trainer	N/A	20137	5000015382	1/10/2012	\$ 2,081.20		N00019879	Obsolete
16	1 ea	Eiki LC-XB 250 Projector	H1XA1519	20116		1/10/2012	\$ 1,095.00		N00019932	Obsolete
12	1 ea	NAE Metasys Controls	MSNAE4511-2	19903		2/21/2012	\$ 4,141.00		N00020089	Obsolete
16	1 ea	Panasonic PT-FX400U Projector	SC2256031	23853		6/18/2012	\$ 2,113.00		N00020284	Obsolete
16	1 ea	Panasonic PT-FX400U Projector	SC2256024	23852		6/18/2012	\$ 2,163.00		N00020285	Obsolete
1	1 ea	Dell 270 Computer	1R3PN31	8588	5000006009	10/28/2003	\$ 1,791.40		000009448	Obsolete
1	1 ea	Dell 745 Computer	FL91ZD1	14157		10/31/2007	\$ 1,101.62		N00016271	Obsolete
1	1 ea	Dell 620 Computer	9GFRJ91	13068		2/27/2006	\$ 1,166.65		N00014222	Obsolete
1	1 ea	Dell D610 Laptop	J08FQ91	15390	5000010186	4/4/2006	\$ 1,492.00		N00014351	Obsolete
1	1 ea	Dell 755 Computer	DZQ2CG1	14486		5/22/2008	\$ 1,265.58		N00016610	Obsolete
1	1 ea	Dell 280 Computer	4T8YN71	10096		6/13/2005	\$ 1,266.77		000011283	Obsolete

Capital Asset Valued at \$5,000 or more
Grant Funded Asset

**SOUTH TEXAS COLLEGE
TECHNOLOGY AND ELECTRONICS FOR DISPOSAL/RECYCLE VALUED AT \$1,000 AND OVER
SEPTEMBER 22, 2016**

Pallet	Qty	Description	Serial Number	Silver Tag	Green Tag	Purchase Date	Amount	Net Value	Ptag	Condition
1	1 ea	HP Laserjet 450TN Printer	USCC137612	4856		8/23/2000	\$ 1,574.00		000005253	Obsolete
1	1 ea	HP Laserjet 450TN Printer	USCC096436	4857		8/23/2000	\$ 1,574.00		000005250	Obsolete
1	1 ea	Dell 280 Computer	HMS5581	11846		8/3/2005	\$ 1,304.73		000012356	Obsolete
							\$ 997,798.33			

Capital Asset Valued at \$5,000 or more
 Grant Funded Asset

**Review and Recommend Action on Write-off of Obsolete
Fixed Assets and Capital Assets at \$3,000 and Over**

Approval to write-off obsolete fixed assets and capital assets at \$3,000 and over will be requested at the October 25, 2016 Board of Trustees meeting.

Purpose – The Fixed Asset/Inventory Department is requesting to write-off obsolete fixed assets and capital assets at \$3,000 and over, for assets that were obsolete and reported as not found during the verification process for the last two fiscal years. These assets will be removed, as applicable, from the College's inventory system and general ledger at a total amount of \$51,871.79.

Justification – As per Policy #5130: Fixed Assets, the capital assets value and associated accumulated depreciation will be written-off from the College's capital asset ledger and the reduction will be reflected on the Comprehensive Annual Financial Report as of August 31, 2017.

Reviewers – These items have been inspected by the College's Financial Managers and the Fixed Assets Department as of August 31, 2015.

Enclosed Documents - A listing of the fixed assets and capital assets valued at \$3,000 and over follows in the packet for Committee's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, and Becky Cavazos, Director of Purchasing, will be present at the October 11, 2016 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the October 25, 2016 Board meeting, to write-off obsolete fixed assets and capital assets at \$3,000 and over as presented.

**SOUTH TEXAS COLLEGE
PHYSICAL INVENTORY OBSOLETE AT \$3,000 AND OVER
OCTOBER 25, 2016**

#	Silver Tag	Ptag	ASSET_DESCRIPTION	Acquisition Date	Amount	Net Value	Financial Mgr
1	13906	N00017058	Gateway Laptop 2550	3/22/2000	\$ 3,005.00		Gomez, Alicia
2	0000001323	1972	Ibm Pc 300pl Pent200 Mmx	10/20/1997	\$ 3,014.00		Cavazos, Rebecca
3	0000006153	6870	Ibm Pc 560e	8/18/1997	\$ 3,203.00		Gomez, Alicia
4	0000008215	8942	Seagate Barracuda Hard Drive	7/16/1996	\$ 3,205.00		Hernandez, Pablo
5	0000010952	12178	Xga Lcd Projector Xg-C40xu	1/16/2003	\$ 3,230.00		Evans, Maria
6	0000001288	1626	Hp Laserjet Printer 4600dn	7/9/2002	\$ 3,436.00		Gomez, Alicia
7	0000001289	1627	Viewstation Sp 128	4/9/2003	\$ 4,024.00		Hernandez, Pablo
8	0000001225	1225	Ibm Thinkpad 760	6/17/1997	\$ 4,070.00		Gomez, Alicia
9	0000003548	4234	Ibm Thinkpad 760	6/17/1997	\$ 4,070.00		Gomez, Alicia
10	0000007082	8263	Gateway Laptop 9100	11/20/1997	\$ 4,760.00		Hernandez, Pablo
11	21624	1522	3D Spine Phantom, Code# 025	8/27/2008	\$ 4,969.95		Bird, Crystal
12	0000001401	1991	Sharp Lcd Projector Pg-C30xu Xga	8/31/2001	\$ 5,148.55	\$ -	Evans, Maria
13	0000008408	9205	Sanyo Projector	12/15/2004	\$ 5,736.29	\$ -	Evans, Maria
					\$ 51,871.79		

Capital Asset
(\$5,000 and over)

Review and Recommend Action on Proposed Implementation of Flat Tuition Rates for Resident Tuition-In-District, Resident Tuition-Out of District, and Non-Resident Tuition for FY 2017 – 2018

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services will review with the Committee the proposed implementation of flat tuition rates for Resident Tuition-In-District, Resident Tuition-Out of District, and Non-Resident Tuition for FY 2017 – 2018.

Purpose – The College’s tuition rate schedule is approved by the Board of Trustees for each fiscal year as per Texas Education Code 54.051. The College’s current Tuition Rates for Resident Tuition-In-District, Resident Tuition-Out of District, and Non-Resident Tuition are tiered whereby the cost per credit hour decreases with the number of credit hours taken. As an example, the credit hour rate for 3 credit hours is \$88.00 and the credit hour rate for 15 credit hours is \$67.00. The administration is proposing to change from a tiered tuition rate to a flat tuition rate structure.

Justification – The implementation of a flat tuition rate would result in two significant beneficial changes.

1. The current tiered schedule prevents the full automation of necessary changes in the College’s computer system, requiring tedious programming and manual processes to be performed. The implementation of flat tuition rates would reduce the need to perform manual processes.
2. Flat tuition rates would streamline processes, result in less errors occurring in the tuition table setup, and increase the level of compliance with the Texas Higher Education Coordinating Board refund rules.

Flat tuition rates would result in lower tuition rates for Resident-In-District and Resident-Out of District students taking less than nine (9) credit hours and for Non-Resident students taking less than six (6) credit hours.

A flat out-of-district tuition rate of \$80.00 per credit hour would be 14.3% above the proposed flat in-district tuition rate of \$70.00 per credit hour. The additional amount of \$10.00 per credit hour covers the property tax revenue not received from out of district students.

Background – An analysis was prepared to determine a flat tuition rate that would generate the same amount of revenue being generated by the current tiered tuition schedule. The determined flat tuition rates by student classification are as follows:

Type	Original Rates	Flat Rates	Difference
Resident-In-District			
1-2 credit hours	\$ 100	\$ 70	\$ (30)
3 credit hours	88	70	(18)
4-5 credit hours	78	70	(8)
6-8 credit hours	73	70	(3)
9-11 credit hours	68	70	2
>11 credit hours	67	70	3
Resident-Out of District			
1-2 credit hours	\$ 125	\$ 80	\$ (45)
3 credit hours	103	80	(23)
4-5 credit hours	90	80	(10)
6-8 credit hours	84	80	(4)
9-11 credit hours	77	80	3
12-21 credit hours	76	80	4
>21 credit hours	76	80	4
Non-Resident-Out of State			
1 credit hour	\$ 225	\$ 200	\$ (25)
2 credit hours	225	200	(25)
3 credit hours	213	200	(13)
4-5 credit hours	203	200	(3)
6-8 credit hours	198	200	2
9-11 credit hours	193	200	7
12-21 credit hours	192	200	8
>21 credit hours	100	200	100

Reviewers – The flat tuition rates for Resident Tuition-In-District, Resident Tuition-Out of District, and Non-Resident Tuition for FY 2017 – 2018 have been reviewed by the President’s Cabinet.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval, at the October 25, 2016 Board meeting, the implementation of flat tuition rates for Resident Tuition-In-District, Resident Tuition-Out of District, and Non-Resident Tuition for FY 2017 – 2018 as presented.

**Discussion and Action as Necessary on Proposed New Faculty Positions
for FY 2017 - 2018**

Approval of the proposed new faculty positions for FY 2017 - 2018 will be requested at the October 25, 2016 Board of Trustees meeting.

Administration recommends the addition of forty (40) new faculty positions in FY 2017 - 2018. These new faculty positions are requested to keep abreast of enrollment growth in traditional and dual enrollment courses and to support the thirty (30) Early College High Schools.

These positions will be funded from the existing salary pool for full time temporary faculty, public school cost recovery funds, state appropriations, and student tuition and fees.

A listing of the proposed new faculty positions follows in the packet for Committee's information and review.

This request is being made prior to the development of the FY 2017 – 2018 budget, so that the College may begin the recruiting process, which may take as long as six months.

Administration has extensively reviewed with staff the need for additional faculty positions for FY 2017 - 2018 and recommends approval of the new positions subject to the availability of funding and Board approval of the final budget.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the October 25, 2016 Board meeting, the proposed new faculty positions for FY 2017 - 2018 as recommended and subject to the availability of funding and final budget approval as presented.

**FY 2017 - 2018 New Faculty Position Request
Pending Budget and Board Approval**

Updated: September 28, 2016

Division and Department	New (FTR) Position Request FY 2017 - 2018
BT	
Automotive Technology	1
Economics	1
Fire Science	1
Heating Ventilation, Air Condition	1
Human Resource	1
Law Enforcement	1
Paralegal	1
Precision Manufacturing	2
Welding	2
Total	11
LASS	
Criminal Justice	1
Education	2
English	2
Kinesiology	1
Music - Male Voice	1
Music - Upper String	1
Philosophy	1
Political Science	1
Psychology	2
Sociology	1
Total	13
Math & Science	
Biology	1
Chemistry	1
Engineering	1
Mathematics	1
Physics	1
Total	5
NAH	
Associate Degree Nursing	2
College Success for Healthcare	1
Diagnostic Medical Sonography	1
Emergency Medical Technology	2
Occupational Therapy Assistant	1
Patient Care	2
Radiologic Technology	1
Respiratory Therapy	0
Vocational Nursing	1
Total	11
Total	40

Review and Discussion of New Department of Labor Overtime Regulations and Proposed Implementation at South Texas College for December 1, 2016

The United States Department of Labor published the final rule, effective December 01, 2016, on the changes to the Fair Labor Standards Act (FLSA) overtime rules. The new regulation sets a new salary minimum of \$47,476 for positions meeting the duties test to be eligible for exempt status. To be considered “exempt”, the employee must satisfy three tests (salary-level test; salary-basis test; duties test) that focus on how employee is paid and the type of job duties the employee performs. The employee is not entitled to overtime pay with exempt status. On the contrary, non-exempt employees are entitled to overtime pay.

To meet and comply with the new regulation, the Office of Human Resources has been meeting with Deans/Directors/Financial Managers to determine how the new regulation will impact the employee and recommend an action plan. The following recommendations have been discussed, after reviewing the duties test for each position:

- Continue the employee with Exempt status and raise salary
- Change employee status to Non-exempt with monitored overtime

The Department of Labor regulations will establish the following measures effective December 1, 2016 for Exempt status positions:

- The salary threshold indicating exempt status eligibility will change from \$24,000 to \$47,476 minimum salary per year.
- Automatically update the minimum salary threshold every three years, based on wage growth over time.

The College’s proposed recommendation to comply with the Department of Labor regulations is as follows:

- Option 1 -- Reclassify Employees as Non-Exempt status (which would be subject to overtime pay of the not less than one-and-a-half times their hourly rate for any hours worked beyond 40 each week).
- Option 2 – Raise the salary minimum of exempt positions for those under the new minimum salary of \$47,476.

Below is the current Pay Grade classification table for “EXEMPT” positions and the proposed new table:

Grade	Minimum	Midpoint (Average)	Maximum		Proposed Minimum
Professional/Technical Exempt - A	\$28,000.00	\$38,500.00	\$49,000.00		Delete
Professional/Technical Exempt - B	\$30,000.00	\$41,250.00	\$52,500.00		Delete
Professional/Technical Exempt - C	\$36,000.00	\$49,500.00	\$63,000.00		Delete
Professional/Technical Exempt - D	\$39,000.00	\$53,625.00	\$68,250.00		Delete
Professional/Technical Exempt - E	\$45,000.00	\$61,875.00	\$78,750.00	*	A - \$47,476
Professional/Technical Exempt - F	\$55,000.00	\$75,625.00	\$96,250.00	*	B - \$55,000
Professional/Technical Exempt - G	\$60,000.00	\$82,500.00	\$105,000.00	*	C - \$60,000

* Midpoint and Maximum would remain the same.

Pay Grades A thru E will be deleted and revised to new grades A thru C with a minimum salary of \$47,476.

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.

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

Review and Discussion of Position Vacancy Report for FY 2016 - 2017

The Staffing Plan Position Vacancy Report for FY 2016 - 2017 follows in the packet for the Committee’s information and review. Information is current as of October 6, 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.

The presentation of the data has been modified to detail the status of each position.

1) Vacancies at Beginning of Fiscal Year 2016 - 2017

(EXHIBIT A - VACANT POSITIONS - NEW)

EXHIBIT B - VACANT POSITIONS - CONTINUING)

- Fiscal Year 2016 - 2017 started with 143 vacant Full Time Regular positions from the previous fiscal year, and the Board approved one hundred and sixty five (165) additional new positions for a total of 308 vacant Full Time Regular positions.

2) Positions Filled during Fiscal Year 2016 - 2017

(EXHIBIT C - HIRED)

- Twenty six (26) Full Time, Regular positions have been filled as of October 6, 2016.

3) Position Turnover during Fiscal Year 2016 - 2017

(EXHIBIT D - RESIGNATIONS)

- There have been five (5) resignations, terminations, and/or retirement notices submitted for Full Time, Regular positions as of October 6, 2016.

Vacancies, Filled Positions, and Resignations FY 2016 - 2017					
	FY15 - 16 Vacant Positions	New Positions for FY 2016 - 2017			Total
		Non- Bond	Bond	Total	
Vacancies as of September 1, 2016	143	13	152	165	308
Filled as of Oct. 6, 2016	24	0	2	2	26
Total	119	13	150	163	282
Resignations as of Oct. 6, 2016	5	0	0	0	5
Vacancies Balance as of Oct. 6, 2016	124	13	150	163	287

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

The Position Vacancy Report for Fiscal Year 2016 - 2017 and Positions Filled and Vacated Report are presented for information and review by the Committee. No action is required from the Committee.

<p style="text-align: center;">South Texas College NEW Vacant Full-Time Regular Positions Approved for FY 2016 - 2017 As of October 06, 2016</p>							<p style="font-size: 1.2em;">New Positions</p>	
Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 7)	Position Status	Proposed Hire Date	
Academic Affairs								
Academic Affairs	709279	NEW	Prof/Tech Support Exempt	Project Manager - Academic Affairs	4	Screening in Progress	11-01-16	
Distance Learning	710276	NEW-BOND	Prof/Tech Support Exempt	Distance Learning Instr Facilitator	7	Bond Position	09-01-16	
Mid Valley Campus	701269	NEW-BOND	Prof/Tech Support Non-Exempt	Student Services Specialist II	7	Bond Position	05-01-17	
Starr County Campus	704267	NEW-BOND	Prof/Tech Support Non-Exempt	Student Services Specialist II	7	Bond Position	05-01-17	
Division of Liberal Arts and Social Sciences								
Division of Liberal Arts and Social Sciences	711150	NEW-BOND	Classified Non-Exempt	Faculty Secretary	7	Bond Position	03-01-17	
Division of Liberal Arts and Social Sciences	710150	NEW-BOND	Classified Non-Exempt	Faculty Secretary	7	Bond Position	03-01-17	
Division of Liberal Arts and Social Sciences	712150	NEW-BOND	Prof/Tech Support Non-Exempt	Student Success Specialist	7	Bond Position	03-01-17	
Division of Liberal Arts and Social Sciences	713150	NEW-BOND	Prof/Tech Support Non-Exempt	Student Success Specialist	7	Bond Position	03-01-17	
History	701225	NEW	Classified Non-Exempt	Faculty Secretary	1	Pending Requisition	12-01-16	
Psychology	701134	NEW	Classified Non-Exempt	Faculty Secretary	5	Recommendation in Progress	10-17-16	
Speech	701228	NEW-BOND	Classified Non-Exempt	Speech Lab Technician	7	Bond Position	03-01-17	
Division of Math, Science and Bachelor Programs								
Engineering	701412	NEW-BOND	Prof/Tech Support Non-Exempt	Lab Specialist II - Engineering	7	Bond Position	05-01-17	
Physics	704202	NEW-BOND	Prof/Tech Support Non-Exempt	Lab Coordinator	7	Bond Position	06-01-17	
Division of Nursing and Allied Health								
Associate Degree Nursing	720556	NEW	Classified Non-Exempt	Faculty Secretary	4	Screening in Progress	10-17-16	
Division of Nursing and Allied Health	712557	NEW-BOND	Prof/Tech Support Non-Exempt	Biomedical Simulation Specialist	7	Bond Position	10-01-16	
Division of Nursing and Allied Health	708557	NEW-BOND	Classified Non-Exempt	Faculty Secretary	7	Bond Position	05-01-17	
Division of Nursing and Allied Health	710557	NEW-BOND	Classified Non-Exempt	Faculty Secretary	7	Bond Position	05-01-17	
Division of Nursing and Allied Health	707557	NEW-BOND	Classified Non-Exempt	Lab Asst - NAH	7	Bond Position	05-01-17	
Division of Nursing and Allied Health	709557	NEW-BOND	Classified Non-Exempt	Lab Asst - NAH	7	Bond Position	05-01-17	
Division of Nursing and Allied Health	706557	NEW	Prof/Tech Support Exempt	Project Manager - NAH	5	Recommendation in Progress	10-10-16	
Division of Nursing and Allied Health	711557	NEW-BOND	Prof/Tech Support Exempt	Simulation Coordinator	7	Bond Position	09-01-16	
Finance and Administrative Services								
Accountability, Risk, and Compliance	706160	NEW	Prof/Tech Support Exempt	Compliance Coordinator	1	Pending Requisition	12-01-16	
Accountability, Risk, and Compliance	708160	NEW	Prof/Tech Support Exempt	Compliance Manager	1	Pending Requisition	12-01-16	
Business Office	751184	NEW-BOND	Prof/Tech Support Non-Exempt	Accounting Specialist	7	Bond Position	03-01-17	
Business Office	752184	NEW-BOND	Prof/Tech Support Non-Exempt	Accounts Payable Specialist	7	Bond Position	03-01-17	
Business Office	753184	NEW-BOND	Prof/Tech Support Non-Exempt	Payroll Specialist	7	Bond Position	03-01-17	
Campus Police	775514	NEW-BOND	Prof/Tech Support Non-Exempt	Coord Emer Preparedness & Trng	7	Bond Position	06-01-17	
Campus Police	762514	NEW-BOND	Prof/Tech Support Non-Exempt	Police Compliance Coordinator	7	Bond Position	06-01-17	
Campus Police	768514	NEW-BOND	Prof/Tech Support Non-Exempt	Police Officer	7	Bond Position	01-01-17	

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
 6 - Frozen in FY17
 7 - Bond Position
 x - Position Change

Vacant Positions - New - EXHIBIT A

Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 7)	Position Status	Proposed Hire Date
Campus Police	764514	NEW-BOND	Prof/Tech Support Non-Exempt	Police Officer	7	Bond Position	01-01-17
Campus Police	765514	NEW-BOND	Prof/Tech Support Non-Exempt	Police Officer	7	Bond Position	01-01-17
Campus Police	766514	NEW-BOND	Prof/Tech Support Non-Exempt	Police Officer	7	Bond Position	01-01-17
Campus Police	767514	NEW-BOND	Prof/Tech Support Non-Exempt	Police Officer	7	Bond Position	01-01-17
Central Receiving	714584	NEW-BOND	Prof/Tech Support Non-Exempt	Distribution Services Specialist	7	Bond Position	01-01-17
Central Receiving	712584	NEW-BOND	Classified Non-Exempt	Fixed Assets and Receiving Technician	7	Bond Position	01-01-17
Central Receiving	713584	NEW-BOND	Classified Non-Exempt	Fixed Assets and Receiving Technician	7	Bond Position	01-01-17
Custodial	793502	NEW-BOND	Prof/Tech Support Non-Exempt	Custodial Supervisor	7	Bond Position	06-01-17
Custodial	766502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	04-01-17
Custodial	787502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	06-01-17
Custodial	769502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	04-01-17
Custodial	767502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	04-01-17
Custodial	771502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	05-01-17
Custodial	764502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	03-01-17
Custodial	763502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	03-01-17
Custodial	768502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	04-01-17
Custodial	776502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	05-01-17
Custodial	770502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	04-01-17
Custodial	772502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	05-01-17
Custodial	773502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	05-01-17
Custodial	774502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	05-01-17
Custodial	775502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	05-01-17
Custodial	785502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	06-01-17
Custodial	784502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	06-01-17
Custodial	783502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	06-01-17
Custodial	760502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	03-01-17
Custodial	781502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	06-01-17
Custodial	782502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	06-01-17
Custodial	786502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	06-01-17
Custodial	761502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	03-01-17
Custodial	762502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	03-01-17
Custodial	754502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	01-01-17
Custodial	755502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	02-01-17
Custodial	756502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	02-01-17
Custodial	757502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	02-01-17
Custodial	759502	NEW-BOND	Classified Non-Exempt	Custodian	7	Bond Position	03-01-17
Custodial	791502	NEW-BOND	Classified Non-Exempt	Floor Technician	7	Bond Position	06-01-17
Custodial	792502	NEW-BOND	Classified Non-Exempt	Floor Technician	7	Bond Position	06-01-17

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
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- 5 - Recommendation in Progress
- 6 - Frozen in FY17
- 7 - Bond Position
- x - Position Change

Vacant Positions - New - EXHIBIT A

Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 7)	Position Status	Proposed Hire Date
Custodial	788502	NEW-BOND	Classified Non-Exempt	Floor Technician	7	Bond Position	06-01-17
Custodial	789502	NEW-BOND	Classified Non-Exempt	Floor Technician	7	Bond Position	06-01-17
Custodial	780502	NEW-BOND	Classified Non-Exempt	Floor Technician	7	Bond Position	05-01-17
Custodial	765502	NEW-BOND	Classified Non-Exempt	Lead Custodian	7	Bond Position	03-01-17
Custodial	778502	NEW-BOND	Classified Non-Exempt	Lead Custodian	7	Bond Position	05-01-17
Custodial	758502	NEW-BOND	Classified Non-Exempt	Lead Custodian	7	Bond Position	02-01-17
Custodial	779502	NEW-BOND	Classified Non-Exempt	Lead Custodian	7	Bond Position	05-01-17
Custodial	724501	NEW-BOND	Classified Non-Exempt	Administrative Assistant	7	Bond Position	01-01-17
Facilities Planning and Construction	721501	NEW-BOND	Administrative Exempt	Assistant Director Facilities Planning & Cons	7	Bond Position	01-01-17
Facilities Planning and Construction	722501	NEW-BOND	Prof/Tech Support Exempt	Facil Ping and Constr Project Manager	7	Bond Position	01-01-17
Facilities Planning and Construction	723501	NEW-BOND	Classified Non-Exempt	Facil Ping and Constr Technician	7	Bond Position	01-01-17
Facilities Planning and Construction	725501	NEW-BOND	Prof/Tech Support Non-Exempt	Technical Facilities Specialist	7	Bond Position	01-01-17
Facilities Operations and Maintenance	726501	NEW-BOND	Prof/Tech Support Non-Exempt	Facil Oper and Maint Admin Coord	7	Bond Position	06-01-17
Facilities Operations and Maintenance	727501	NEW-BOND	Prof/Tech Support Non-Exempt	Operations Support Coordinator	7	Bond Position	06-01-17
Facility Maintenance	740499	NEW-BOND	Administrative Exempt	Assistant Director Facil Oper & Maint	7	Bond Position	06-01-17
Facility Maintenance	716499	NEW-BOND	Prof/Tech Support Exempt	Campus Facility Manager	7	Bond Position	03-01-17
Facility Maintenance	717499	NEW-BOND	Prof/Tech Support Exempt	Campus Facility Manager	7	Bond Position	03-01-17
Facility Maintenance	733499	NEW-BOND	Classified Non-Exempt	Carpenter	7	Bond Position	04-01-17
Facility Maintenance	732499	NEW-BOND	Classified Non-Exempt	Carpenter	7	Bond Position	04-01-17
Facility Maintenance	739499	NEW-BOND	Prof/Tech Support Non-Exempt	Construction Supervisor	7	Bond Position	05-01-17
Facility Maintenance	725499	NEW-BOND	Classified Non-Exempt	Electrician	7	Bond Position	04-01-17
Facility Maintenance	724499	NEW-BOND	Classified Non-Exempt	Electrician	7	Bond Position	04-01-17
Facility Maintenance	723499	NEW-BOND	Classified Non-Exempt	Electrician	7	Bond Position	04-01-17
Facility Maintenance	737499	NEW-BOND	Classified Non-Exempt	Energy Technician	7	Bond Position	05-01-17
Facility Maintenance	738499	NEW-BOND	Classified Non-Exempt	Energy Technician	7	Bond Position	05-01-17
Facility Maintenance	729499	NEW-BOND	Classified Non-Exempt	Locksmith	7	Bond Position	04-01-17
Facility Maintenance	734499	NEW-BOND	Classified Non-Exempt	Maintenance Assistant	7	Bond Position	04-01-17
Facility Maintenance	735499	NEW-BOND	Classified Non-Exempt	Maintenance Assistant	7	Bond Position	04-01-17
Facility Maintenance	736499	NEW-BOND	Classified Non-Exempt	Maintenance Assistant	7	Bond Position	04-01-17
Facility Maintenance	720499	NEW-BOND	Classified Non-Exempt	Maintenance Technician	7	Bond Position	04-01-17
Facility Maintenance	721499	NEW-BOND	Classified Non-Exempt	Maintenance Technician	7	Bond Position	04-01-17
Facility Maintenance	722499	NEW-BOND	Classified Non-Exempt	Maintenance Technician	7	Bond Position	04-01-17
Facility Maintenance	719499	NEW-BOND	Classified Non-Exempt	Maintenance Technician	7	Bond Position	04-01-17
Facility Maintenance	731499	NEW-BOND	Classified Non-Exempt	Painter	7	Bond Position	04-01-17
Facility Maintenance	730499	NEW-BOND	Classified Non-Exempt	Painter	7	Bond Position	04-01-17
Facility Maintenance	726499	NEW-BOND	Classified Non-Exempt	Plumber	7	Bond Position	04-01-17
Facility Maintenance	727499	NEW-BOND	Classified Non-Exempt	Plumber	7	Bond Position	04-01-17
Facility Maintenance	728499	NEW-BOND	Classified Non-Exempt	Plumber	7	Bond Position	04-01-17

Legend-Tiered steps in Hiring Process

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- x - Position Change

Vacant Positions - New - EXHIBIT A

Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 7)	Position Status	Proposed Hire Date
Facility Maintenance	718499	NEW-BOND	Classified Non-Exempt	Warehouse Technician	7	Bond Position	03-01-17
Finance and Administrative Services	706625	NEW	Prof/Tech Support Exempt	Project Manager - FAS	4	Screening in Progress	11-01-16
Human Resources	719240	NEW-BOND	Prof/Tech Support Non-Exempt	Human Resources Staffing Specialist	7	Bond Position	10-01-16
Human Resources	725240	NEW-BOND	Classified Non-Exempt	Human Resources Assistant	4	Screening in Progress	10-17-16
Human Resources	726240	NEW-BOND	Classified Non-Exempt	Human Resources Assistant	4	Screening in Progress	10-17-16
Purchasing	729580	NEW-BOND	Prof/Tech Support Exempt	Buyer	7	Bond Position	01-01-17
Safety and Security	771514	NEW-BOND	Classified Non-Exempt	Security Guard	7	Bond Position	01-01-17
Safety and Security	769514	NEW-BOND	Classified Non-Exempt	Security Guard	7	Bond Position	01-01-17
Safety and Security	770514	NEW-BOND	Classified Non-Exempt	Security Guard	7	Bond Position	01-01-17
Safety and Security	774514	NEW-BOND	Classified Non-Exempt	Security Guard	7	Bond Position	01-01-17
Safety and Security	773514	NEW-BOND	Classified Non-Exempt	Security Guard	7	Bond Position	01-01-17
Safety and Security	772514	NEW-BOND	Classified Non-Exempt	Security Guard	7	Bond Position	01-01-17
Safety and Security	781514	NEW-BOND	Classified Non-Exempt	Security Guard	4	Screening in Progress	10-17-16
Safety and Security	779514	NEW-BOND	Classified Non-Exempt	Security Guard	5	Recommendation in Progress	10-10-16
Safety and Security	778514	NEW-BOND	Classified Non-Exempt	Security Guard	5	Recommendation in Progress	10-10-16
Safety and Security	776514	NEW-BOND	Classified Non-Exempt	Security Guard	5	Recommendation in Progress	10-10-16
Safety and Security	763514	NEW-BOND	Prof/Tech Support Non-Exempt	Security Support Specialist	7	Bond Position	06-01-17
Information Services, Planning and Strategic Initiatives							
Client Services	703394	NEW-BOND	Prof/Tech Support Non-Exempt	Client Services Specialist	7	Bond Position	04-01-17
Educational Technologies	719271	NEW-BOND	Prof/Tech Support Non-Exempt	Digital Signage/Classroom Tech Trng Spec	7	Bond Position	01-01-17
Educational Technologies	711271	NEW-BOND	Classified Non-Exempt	Educational Technologies Assistant I	7	Bond Position	01-01-17
Educational Technologies	712271	NEW-BOND	Classified Non-Exempt	Educational Technologies Assistant I	7	Bond Position	01-01-17
Educational Technologies	713271	NEW-BOND	Classified Non-Exempt	Educational Technologies Assistant I	7	Bond Position	05-01-17
Educational Technologies	714271	NEW-BOND	Classified Non-Exempt	Educational Technologies Assistant I	7	Bond Position	05-01-17
Educational Technologies	715271	NEW-BOND	Classified Non-Exempt	Educational Technologies Assistant I	7	Bond Position	05-01-17
Educational Technologies	716271	NEW-BOND	Classified Non-Exempt	Educational Technologies Assistant I	7	Bond Position	05-01-17
Educational Technologies	718271	NEW-BOND	Classified Non-Exempt	Educational Technologies Assistant II	7	Bond Position	05-01-17
Educational Technologies	717271	NEW-BOND	Classified Non-Exempt	Educational Technologies Assistant II	7	Bond Position	05-01-17
Educational Technologies	720271	NEW-BOND	Prof/Tech Support Exempt	Project Manager - Educational Technologies	7	Bond Position	01-01-17
Learning Commons and Open Labs	724397	NEW-BOND	Classified Non-Exempt	Open Lab Technician	7	Bond Position	01-01-17
Learning Commons and Open Labs	723397	NEW-BOND	Classified Non-Exempt	Open Lab Technician	7	Bond Position	03-01-17
Learning Commons and Open Labs	722397	NEW-BOND	Classified Non-Exempt	Open Lab Technician	7	Bond Position	01-01-17
Learning Commons and Open Labs	721397	NEW-BOND	Classified Non-Exempt	Open Lab Technician	7	Bond Position	01-01-17
Learning Commons and Open Labs	719397	NEW-BOND	Classified Non-Exempt	Open Lab Technician	7	Bond Position	03-01-17
Learning Commons and Open Labs	718397	NEW-BOND	Classified Non-Exempt	Open Lab Technician	7	Bond Position	01-01-17
Learning Commons and Open Labs	717397	NEW-BOND	Prof/Tech Support Non-Exempt	Open Labs Analyst	7	Bond Position	01-01-17
Learning Commons and Open Labs	716397	NEW-BOND	Prof/Tech Support Non-Exempt	Technology Specialist	7	Bond Position	01-01-17

Legend-Tiered steps in Hiring Process

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- 4 - Screening in Progress
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- 6 - Frozen in FY17
- 7 - Bond Position
- x - Position Change

Vacant Positions - New - EXHIBIT A

Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 7)	Position Status	Proposed Hire Date
Library Public Services	743101	NEW-BOND	Prof/Tech Support Non-Exempt	Library Specialist	7	Bond Position	01-01-17
Technology Support	719392	NEW-BOND	Prof/Tech Support Non-Exempt	Computer Analyst	7	Bond Position	02-01-17
Technology Support	717392	NEW-BOND	Prof/Tech Support Non-Exempt	Computer Services Spec	7	Bond Position	02-01-17
Technology Support	716392	NEW-BOND	Prof/Tech Support Non-Exempt	Computer Services Spec	7	Bond Position	02-01-17
Technology Support	718392	NEW-BOND	Prof/Tech Support Non-Exempt	Computer Services Spec	7	Bond Position	02-01-17
Telecom	702390	NEW-BOND	Prof/Tech Support Non-Exempt	Network Svcs Analyst I	7	Bond Position	02-01-17
Office of the President							
Public Relations/Marketing	724462	NEW	Prof/Tech Support Non-Exempt	Chief Photographer	1	Pending Requisition	12-01-16
Public Relations/Marketing	725462	NEW	Classified Non-Exempt	Community Relations Asst	1	Pending Requisition	12-01-16
Student Affairs and Enrollment Management							
Admissions and Records	723612	NEW-BOND	Prof/Tech Support Non-Exempt	Admissions Specialist	7	Bond Position	04-01-17
Admissions and Records	722612	NEW-BOND	Prof/Tech Support Non-Exempt	Admissions Specialist	7	Bond Position	11-01-16
Counseling and Disability Services	704336	NEW-BOND	Prof/Tech Support Exempt	Counselor	7	Bond Position	04-01-17
Counseling and Disability Services	700336	NEW-BOND	Prof/Tech Support Exempt	Counselor	7	Bond Position	11-01-16
Student Activities & Wellness	704192	NEW-BOND	Prof/Tech Support Exempt	Coordinator of Stu Activities for Events	7	Bond Position	03-01-17
Student Activities & Wellness	706192	NEW-BOND	Prof/Tech Support Exempt	Coordinator of Stu Activities for Events	7	Bond Position	04-01-17
Student Activities & Wellness	705192	NEW-BOND	Classified Non-Exempt	Secretary	7	Bond Position	03-01-17
Student Activities & Wellness	707192	NEW-BOND	Classified Non-Exempt	Secretary	7	Bond Position	04-01-17
Student Activities & Wellness	702192	NEW-BOND	Prof/Tech Support Non-Exempt	Student Activities Specialist	7	Bond Position	03-01-17
Student Activities & Wellness	703192	NEW-BOND	Prof/Tech Support Non-Exempt	Student Activities Specialist	7	Bond Position	03-01-17
Student Affairs	703191	NEW	Administrative Exempt	Dir of Advisement for Dual Enrollment	1	Pending Requisition	12-01-16
Student Assessment Center	722331	NEW		Testing Specialist	4	Screening in Progress	11-01-16
Student Financial Services	728440	NEW-BOND	Prof/Tech Support Non-Exempt	Fin Aid Specialist for Veterans	7	Bond Position	04-01-17
Student Financial Services	727440	NEW-BOND	Prof/Tech Support Non-Exempt	Fin Aid Specialist for Veterans	7	Bond Position	11-01-16

Legend-Tiered steps in Hiring Process

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- 7 - Bond Position
- x - Position Change

South Texas College
Vacant - Continuing Full-Time Regular Positions from FY 2016 - 2017
 As of October 06, 2016

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	707332	CONT	Prof/Tech Support Non-Exempt	Student Success Specialist	06-20-16	1	Pending Requisition	12-01-16
Curriculum and Student Learning	700095	CONT	Classified Non-Exempt	Administrative Assistant	02-08-16	4	Screening in Progress	11-01-16
HS Programs and Services	705285	CONT	Prof/Tech Support Non-Exempt	Dual Enrollment Program Specialist	08-07-16	4	Screening in Progress	11-01-16
HS Programs and Services	705286	CONT	Prof/Tech Support Non-Exempt	Early College High School Specialist	08-12-15	4	Screening in Progress	11-01-16
Professional & Organizational Dev	705352	CONT	Prof/Tech Support Exempt	Instructional Coach	FY17 Position Chng	1	Pending Requisition	12-01-16
Professional & Organizational Dev	701352	CONT	Prof/Tech Support Non-Exempt	Professional Development Trainer	08-16-15	4	Screening in Progress	10-17-16
Professional & Organizational Dev	703352	CONT	Prof/Tech Support Non-Exempt	Professional Development Trainer	07-22-16	1	Pending Requisition	12-01-16
Academic Affairs								
Academic Affairs	703279	CONT	Executive Exempt	Vice President for Academic Affairs	08-31-13	1	Pending Requisition	12-01-16
Mid Valley Campus	700281	CONT	Classified Non-Exempt	Faculty Secretary	06-14-16	4	Screening in Progress	10-17-16
Division of Business and Technology								
Division of Business and Technology	701264	CONT	Classified Non-Exempt	Lab Assistant - Business and Technology	07-01-16	4	Screening in Progress	10-17-16
HVACR	701304	CONT	Classified Non-Exempt	Faculty Secretary	10-02-16	1	Pending Requisition	12-01-16
Welding	707415	CONT	Classified Non-Exempt	Lab Assistant - Welding	New for FY16	4	Screening in Progress	10-17-16
Division of Liberal Arts and Social Sciences								
Division of Liberal Arts and Social Sciences	702426	CONT	Classified Non-Exempt	Developmental Lab Technician	07-13-12	1	Pending Requisition	12-01-16
MV-Child Care & Development	703137	CONT	Prof/Tech Support Non-Exempt	Early Childhood Educator II	07-15-16	4	Screening in Progress	11-01-16
Division of Math, Science and Bachelor Programs								
Chemistry	702200	CONT	Prof/Tech Support Non-Exempt	Lab Specialist II - Chemistry	FY17 Position Chng	2	Requisition in Progress	12-01-16
Division of Math, Science & Bachelor Programs	701416	CONT	Classified Non-Exempt	Administrative Assistant	11-30-15	1	Pending Requisition	12-01-16
Division of Math, Science & Bachelor Programs	701298	CONT	Classified Non-Exempt	Administrative Assistant	09-01-13	1	Pending Requisition	12-01-16
Division of Nursing and Allied Health								
Division of Nursing and Allied Health	701557	CONT	Classified Non-Exempt	Lab Asst - NAH	05-01-16	4	Screening in Progress	10-17-16
Division of Nursing and Allied Health	700225	CONT	Classified Non-Exempt	Lab Asst - NAH	09-07-16	4	Screening in Progress	10-17-16
Division of Nursing and Allied Health	700164	CONT	Prof/Tech Support Non-Exempt	Senior Administrative Assistant	01-31-16	4	Screening in Progress	10-17-16
Division of Nursing and Allied Health	700557	CONT	Administrative Exempt	Dean for Nursing and Allied Health	08-14-15		On Hold	
Emergency Medical Technology	701555	CONT	Prof/Tech Support Non-Exempt	Licensed Lab Assistant - EMT	05-15-14	4	Screening in Progress	11-01-16
Finance and Administrative Services								
Accountability, Risk, and Compliance	701162	CONT	Prof/Tech Support Non-Exempt	Actbly, Risk, & Compl Sup Spec	Frozen in FY16	1	Pending Requisition	12-01-16
Business Office	749184	CONT	Prof/Tech Support Non-Exempt	Accountant	New for FY16	3a	Re-Advertised	10-03-16
Business Office	717184	CONT	Prof/Tech Support Non-Exempt	Accounting Specialist	04-27-16	5	Progress	10-10-16
Campus Police	703514	CONT	Prof/Tech Support Non-Exempt	Police Dispatcher	07-31-16	4	Screening in Progress	11-01-16
Campus Police	713514	CONT	Prof/Tech Support Non-Exempt	Police Officer	08-05-16	4	Screening in Progress	11-01-16
Cashiers Office	739184	CONT	Prof/Tech Support Exempt	Business System Analyst	Frozen in FY14 & FY15	4	Screening in Progress	10-17-16
Cashiers Office	731184	CONT	Classified Non-Exempt	Cashier II	01-04-16	4	Screening in Progress	10-17-16
Cashiers Office	712184	CONT	Classified Non-Exempt	Cashier II	09-01-14	4	Screening in Progress	10-17-16
Central Receiving	701584	CONT	Classified Non-Exempt	Fixed Assets and Receiving Technician	09-03-16	4	Screening in Progress	11-01-16
Central Receiving	710584	CONT	Classified Non-Exempt	Fixed Assets and Receiving Technician	New for FY16	5	Progress	10-10-16

705352 - Position was advertised 3 times, then cancelled as per Dr. Petrosian - position will be filled in FY 2016 - 2017.

700557 - Position was advertised, then cancelled as per Dr. Petrosian - position will be filled in FY 2016 -

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
 6 - Frozen in FY17
 7 - Bond Position
 x - Position Change

South Texas College

Vacant - Continuing Full-Time Regular Positions from FY 2016 - 2017

As of October 06, 2016

Vacant Positions - Continuing

Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status (Steps 1 - 5)	Position Status	Proposed Hire Date
Central Receiving	703584	CONT	Classified Non-Exempt	Fixed Assets and Receiving Technician	09-11-16	4	Screening in Progress	11-01-16
Custodial	709502	CONT	Classified Non-Exempt	Custodian	02-05-16	3a	Re-Advertised	11-14-16
Custodial	700090	CONT	Classified Non-Exempt	Custodian	08-31-16	3	Advertised	11-14-16
Custodial	708502	CONT	Classified Non-Exempt	Custodian	Frozen in FY16	1	Pending Requisition	12-01-16
Custodial	726502	CONT	Classified Non-Exempt	Custodian	Frozen in FY16	4	Screening in Progress	10-17-16
Custodial	701502	CONT	Classified Non-Exempt	Lead Custodian	Frozen in FY16	5	Progress	10-17-16
Custodial	715502	CONT	Classified Non-Exempt	Lead Custodian	Frozen in FY16	3a	Re-Advertised	11-14-16
Fac Planning & Construction	707501	CONT	Prof/Tech Support Exempt	Senior Facilities Planning and Construction Project Manager	05-31-16	4	Screening in Progress	11-01-16
Facility Maintenance	700004	CONT	Prof/Tech Support Exempt	Maintenance Manager	08-21-13	3	Advertised	11-14-16
Facility Maintenance	710501	CONT	Prof/Tech Support Exempt	Operations Energy Manager	03-31-16	2	Requisition in Progress	12-01-16
Facility Maintenance	711499	CONT	Classified Non-Exempt	Staff Secretary	08-31-16	4	Screening in Progress	11-01-16
Human Resources	704240	CONT	Administrative Exempt	Assistant Director of Human Resources	09-01-14	4	Screening in Progress	10-17-16
Human Resources	711240	CONT	Prof/Tech Support Non-Exempt	Benefits Specialist	10-03-16	3	Advertised	11-14-16
Human Resources	701240	CONT	Classified Non-Exempt	Human Resources Assistant	06-19-16	4	Screening in Progress	10-17-16
Human Resources	724240	CONT	Prof/Tech Support Non-Exempt	Human Resources Specialist - Employee Relations	New for FY16	3a	Re-Advertised	11-14-16
Human Resources	723240	CONT	Prof/Tech Support Non-Exempt	Human Resources Specialist	Frozen in FY16	1	Pending Requisition	12-01-16
Human Resources	700240	CONT	Prof/Tech Support Non-Exempt	Human Resources Staffing Specialist	08-05-16	1	Pending Requisition	12-01-16
Human Resources	701273	CONT	Prof/Tech Support Non-Exempt	Staff Audit Specialist	New for FY16	4	Screening in Progress	11-01-16
Purchasing	727580	CONT	Prof/Tech Support Exempt	Construction Buyer	New for FY16	5	Progress	10-10-16
Purchasing	725580	CONT	Prof/Tech Support Exempt	Contracts Manager	09-01-15	1	Pending Requisition	12-01-16
Purchasing	728580	CONT	Prof/Tech Support Exempt	Specifications Writer	New for FY16	3a	Re-Advertised	11-14-16
Safety and Security	760514	CONT	Classified Non-Exempt	Security Guard	09-01-15	4	Screening in Progress	10-03-16
Safety and Security	755514	CONT	Classified Non-Exempt	Security Guard	8/31/2016	1	Pending Requisition	12-01-16
Safety and Security	749514	CONT	Classified Non-Exempt	Security Guard	New for FY16	4	Screening in Progress	11-01-16
Safety and Security	756514	CONT	Classified Non-Exempt	Security Guard	New for FY16	4	Screening in Progress	11-01-16
Safety and Security	738514	CONT	Prof/Tech Support Non-Exempt	Security Guard Specialist	New for FY16	5	Progress	10-03-16
Information Services, Planning and Strategic Initiatives								
Centers for Learning Excellence	705423	CONT	Classified Non-Exempt	Secretary	06-30-16	1	Pending Requisition	12-01-16
Centers for Learning Excellence	720426	CONT	Classified Non-Exempt	Student Learning Assistant	New for FY16	4	Screening in Progress	12-01-16
Client Services	711392	CONT	Prof/Tech Support Non-Exempt	Client Services Specialist	07-29-16	5	Progress	10-10-16
Educational Technologies	707271	CONT	Classified Non-Exempt	Educational Technologies Assistant I	08-05-16	4	Screening in Progress	11-01-16
Information Security	709392	CONT	Prof/Tech Support Exempt	Information Security Analyst	05-27-16	5	Progress	10-10-16
Information Services and Planning	729101	CONT	Prof/Tech Support Exempt	Project Manager - IS&P	Frozen in FY16	1	Pending Requisition	12-01-16
Information Services and Planning	701625	CONT	Executive Exempt	VP for Info Services, Plan, Perfor and Strategic Initiative	08-31-14	1	Pending Requisition	12-01-16
Information Technology	700242	CONT	Classified Non-Exempt	Administrative Assistant	02-13-15	1	Pending Requisition	12-01-16
Information Technology	710262	CONT	Classified Non-Exempt	Administrative Assistant	New for FY16	1	Pending Requisition	12-01-16
Information Technology	700396	CONT	Administrative Exempt	Asst. Chief Information Officer for Software Development	07-21-16	1	On Hold	12-01-16
Information Technology	700062	CONT	Prof/Tech Support Exempt	Business Analyst	FY17 Position Chng	4	Screening in Progress	11-01-16
Information Technology	708395	CONT	Prof/Tech Support Non-Exempt	Computer Services Specialist	11-05-15	5	Progress	10-10-16

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
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- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress
- 6 - Frozen in FY17
- 7 - Bond Position
- x - Position Change

South Texas College

Vacant - Continuing Full-Time Regular Positions from FY 2016 - 2017

As of October 06, 2016

Vacant Positions - Continuing

Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status (Steps 1 - 5)	Position Status	Proposed Hire Date
Infrastructure	703395	CONT	Prof/Tech Support Non-Exempt	Applications Analyst I	06-07-15	5	Progress	10-10-16
Infrastructure	712393	CONT	Prof/Tech Support Non-Exempt	Applications Analyst I	01-05-15	2	Requisition in Progress	12-01-16
Infrastructure	714393	CONT	Prof/Tech Support Non-Exempt	Applications Analyst II	07-31-16	4	Screening in Progress	10-17-16
Infrastructure	700028	CONT	Prof/Tech Support Exempt	Applications Analyst III	06-30-16	3a	Re-Advertised	11-14-16
Infrastructure	711393	CONT	Prof/Tech Support Exempt	Applications Analyst III	10-31-14	3a	Re-Advertised	11-14-16
Infrastructure	716393	CONT	Prof/Tech Support Exempt	Applications Analyst III	09-09-16	3	Advertised	11-14-16
Infrastructure	700194	CONT	Prof/Tech Support Exempt	Service Delivery Manager	FY17 Position Chng	2	Requisition in Progress	12-01-16
Infrastructure	703393	CONT	Prof/Tech Support Non-Exempt	Systems Specialist	12-01-15	2	Requisition in Progress	12-01-16
Infrastructure	715393	CONT	Prof/Tech Support Non-Exempt	Web Application Specialist	10-31-13	4	Screening in Progress	10-17-16
Infrastructure	705393	CONT	Prof/Tech Support Non-Exempt	Web Application Specialist	08-25-16	1	Pending Requisition	12-01-16
Library Public Services	701103	CONT	Classified Non-Exempt	Administrative Assistant	06-30-16	4	Screening in Progress	10-17-16
Library Public Services	700060	CONT	Administrative Exempt	Associate Dean of Library Services	FY17 Position Chng	3	Advertised	11-14-16
Library Public Services	716101	CONT	Prof/Tech Support Exempt	Librarian II - Programming	10-14-15	5	Progress	10-10-16
Library Public Services	731101	CONT	Prof/Tech Support Exempt	Librarian III	07-31-14	x	Position Chng for FY17	12-01-16
Library Public Services	707391	CONT	Classified Non-Exempt	Library Technician	FY17 Position Chng	4	Screening in Progress	11-01-16
Research and Analytical Services	703170	CONT	Prof/Tech Support Exempt	Institutional Research Analyst	07-24-16	4	Screening in Progress	11-01-16
Research and Analytical Services	715170	CONT	Prof/Tech Support Exempt	Institutional Research Analyst	New for FY16	5	Progress	10-10-16
Technology Support	713392	CONT	Prof/Tech Support Non-Exempt	Computer Services Analyst I	06-06-16	2	Requisition in Progress	10-17-16
Telecom	702392	CONT	Prof/Tech Support Non-Exempt	Network Services Specialist	06-01-14	4	Screening in Progress	10-17-16
TR PM Risk and Security	719395	CONT	Prof/Tech Support Exempt	Information Security Analyst	09-01-15	1	Pending Requisition	12-01-16
TR PM Risk and Security	701171	CONT	Prof/Tech Support Exempt	Project Manager - Information Technology	09-01-15	1	Pending Requisition	12-01-16
Office of the President								
Alternative Teacher Certification	701873	CONT	Classified Non-Exempt	Customer Service Technician	09-01-09	4	Screening in Progress	10-17-16
Community Engagement and Wrkforce Dev	707160	CONT	Administrative Exempt	Associate Dean Comm Eng/Wrkforce Dev	Frozen in FY16	6	Frozen in FY17	09-01-18
CPWE - State	705587	CONT	Classified Non-Exempt	Compliance Assistant	09-01-09	1	Pending Requisition	12-01-16
CPWE - State	713590	CONT	Classified Non-Exempt	Compliance Technician	06-30-16	1	Pending Requisition	12-01-16
CPWE - State	714590	CONT	Classified Non-Exempt	Customer Service Technician	06-30-12	4	Screening in Progress	10-17-16
CPWE - State	707587	CONT	Classified Non-Exempt	Customer Service Technician	09-01-09	1	Pending Requisition	12-01-16
CPWE - State	708587	CONT	Classified Non-Exempt	Customer Service Technician	11-09-12	1	Pending Requisition	12-01-16
CPWE - State	701880	CONT	Administrative Exempt	Director of College and Career Preparation	09-01-15	1	Pending Requisition	12-01-16
CPWE - State	720565	CONT	Administrative Exempt	Director of Professional and Workforce Education	09-01-15	4	Screening in Progress	10-17-16
CPWE - State	718590	CONT	Prof/Tech Support Exempt	Program Developer and Coordinator	09-01-00	1	Pending Requisition	12-01-16
CPWE - State	716590	CONT	Prof/Tech Support Exempt	Program Developer and Coordinator	11-30-10	1	Pending Requisition	12-01-16
Grant Dev., Management, and Compliance	700316	CONT	Prof/Tech Support Exempt	Grant Development Officer	06-22-15	1	Pending Requisition	12-01-16
Institutional Advancement	702650	CONT	Administrative Exempt	Director of Fundraising and Legislative Affairs	Frozen in FY16	6	Frozen in FY17	09-01-18
Institutional Advancement	700650	CONT	Executive Exempt	Vice President for Institutional Advan	Frozen in FY16	6	Frozen in FY17	09-01-18
Office of President	704362	CONT	Classified Non-Exempt	Administrative Assistant	09-01-05	1	Pending Requisition	12-01-16
Office of President	700202	CONT	Classified Non-Exempt	Administrative Assistant	09-09-08	1	Pending Requisition	12-01-16
Office of President	706362	CONT	Administrative Exempt	Asst to Pres Pbl Sch Rel/Pshps	Frozen in FY16	6	Frozen in FY17	09-01-18

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
- 6 - Frozen in FY17
- 7 - Bond Position
- x - Position Change

South Texas College

Vacant - Continuing Full-Time Regular Positions from FY 2016 - 2017

As of October 06, 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 President	701369	CONT	Administrative Exempt	Director of Fundraising	Frozen in FY16	1	Pending Requisition	12-01-16
Office of President	701340	CONT	Executive Exempt	Executive Vice President for Student Success	09-01-14	1	Pending Requisition	12-01-16
Office of President	702362	CONT	Executive Exempt	Special Assistant to the President	Frozen in FY16	6	Frozen in FY17	09-01-18
Office of President	700321	CONT	Prof/Tech Support Exempt	Workforce Contract Manager	Frozen in FY16	6	Frozen in FY17	09-01-18
Public Relations/Marketing	701462	CONT	Classified Non-Exempt	Administrative Assistant	05-04-16	1	Pending Requisition	12-01-16
Public Relations/Marketing	711462	CONT	Prof/Tech Support Non-Exempt	Coordinator of Community Relations	06-21-15	4	Screening in Progress	11-01-16
Public Relations/Marketing	707462	CONT	Prof/Tech Support Non-Exempt	Coordinator of Public Relations	07-10-16	4	Screening in Progress	10-17-16
Public Relations/Marketing	721462	CONT	Prof/Tech Support Non-Exempt	Social Media Specialist	New for FY16	3	Advertised	11-14-16
Public Relations/Marketing	720462	CONT	Prof/Tech Support Non-Exempt	Web Specialist	05-19-16	5	Progress	10-17-16
Workforce Develop and External Affairs	700307	CONT	Executive Exempt	Exec Offr Workforce Develop and External Affairs	Frozen in FY16	6	Frozen in FY17	09-01-18
Student Affairs and Enrollment Management								
Advising	724332	CONT	Prof/Tech Support Non-Exempt	Advisor	08-10-16	5	Progress	10-10-16
Advising	733332	CONT	Prof/Tech Support Non-Exempt	Advisor	New for FY16	5	Progress	10-10-16
Advising	734332	CONT	Prof/Tech Support Non-Exempt	Advisor	New for FY16	5	Progress	10-10-16
Advising	730332	CONT	Prof/Tech Support Non-Exempt	Special Programs Specialist	Frozen in FY16	6	Frozen in FY17	09-01-18
Career and Employer Services	701275	CONT	Prof/Tech Support Exempt	Coord of Career Services	08-13-15	4	Screening in Progress	10-17-16
College Connections	707612	CONT	Classified Non-Exempt	Admissions Technician	08-25-16	x	Position Chng for FY17	12-01-16
College Connections	720612	CONT	Prof/Tech Support Non-Exempt	Admissions Specialist	Pending	1	Pending Requisition	12-01-16
College Connections	700272	CONT	Prof/Tech Support Non-Exempt	Student Services Specialist I	08-17-16	3	Advertised	11-14-16
College Connections	700257	CONT	Prof/Tech Support Non-Exempt	Student Services Specialist II	09-14-16	3	Advertised	11-14-16
Dual2Degree	701612	CONT	Prof/Tech Support Non-Exempt	Dual Credit Records and Registration Specialist	08-07-16	4	Screening in Progress	11-01-16
Dual2Degree	712610	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	07-17-16	5	Progress	10-17-16
Dual2Degree	705610	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	06-19-16	5	Progress	10-17-16
Office of Enrollment Services	704612	CONT	Administrative Exempt	Dean of Enrollment Services	08-31-16	1	Pending Requisition	12-01-16
Student Affairs and Enrollment Management	704190	CONT	Prof/Tech Support Exempt	Student Services Training Manager	Frozen in FY16	6	Frozen in FY17	09-01-18
Student Financial Services	700015	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	04-29-16	4	Screening in Progress	10-03-16
Student Financial Services	710440	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	04-08-16	5	Progress	10-03-16
Student Financial Services	707440	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	FY17 Position Chng	1	Pending Requisition	12-01-16
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
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- 4 - Screening in Progress
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South Texas College		Positions Filled in FY 2016 - 2017					Hired		
As of October 06, 2016		Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
Academic Advancement		Academic Excellence	701279	CONT	Classified Non-Exempt	Valley Scholars Assistant	11-05-15	Filled	09-12-16
Finance and Administrative Services		Business Office	792184	CONT	Classified Non-Exempt	Accounting Assistant	06-22-15	Filled	10-03-16
	Business Office	719184	CONT	Classified Non-Exempt	Accounting Assistant	Accounting Assistant	05-01-16	Filled	10-03-16
	Business Office	795184	CONT	Classified Non-Exempt	Accounting Assistant	Accounting Assistant	05-08-16	Filled	10-03-16
	Business Office	750184	CONT	Prof/Tech Support Exempt	Financial Analyst	Financial Analyst	New for FY16	Filled	09-12-16
	Custodial	737502	CONT	Classified Non-Exempt	Custodian	Custodian	01-28-16	Filled	11-01-16
	Department of Public Safety	708499	CONT	Classified Non-Exempt	Administrative Assistant	Administrative Assistant	08-21-15	Filled	09-06-16
	Facility Maintenance	704499	CONT	Classified Non-Exempt	Maintenance Assistant	Maintenance Assistant	11-09-15	Filled	09-12-16
	Central Receiving	700040	CONT	Classified Non-Exempt	Fixed Assets and Receiving Technician	Fixed Assets and Receiving Technician	06-30-16	Filled	Pending
	Human Resources	700057	CONT	Prof/Tech Support Non-Exempt	Human Resources Specialist - Employee Relations	Human Resources Specialist - Employee Relations	03-31-16	Filled	10-03-16
	Finance and Administrative Services	704360	CONT	Prof/Tech Support Exempt	Project Manager - Finance and Administrative Services	Project Manager - Finance and Administrative Services	04-29-16	Filled	10-03-16
	Safety and Security	752514	CONT	Classified Non-Exempt	Security Guard	Security Guard	New for FY16	Filled	10-03-16
	Safety and Security	742514	CONT	Classified Non-Exempt	Security Guard	Security Guard	New for FY16	Filled	10-10-16
	Safety and Security	782514	NEW-BOND	Classified Non-Exempt	Security Guard	Security Guard	New for FY17	Filled	11-01-16
	Safety and Security	761514	CONT	Classified Non-Exempt	Security Guard	Security Guard	New for FY16	Filled	10-03-16
	Safety and Security	748514	CONT	Classified Non-Exempt	Security Guard	Security Guard	09-01-15	Filled	10-03-16
	Safety and Security	780514	NEW-BOND	Classified Non-Exempt	Security Guard	Security Guard	New for FY17	Filled	10-03-15
Information Services, Planning and Strategic Initiatives		Client Services	710391	CONT	Prof/Tech Support Non-Exempt	Client Services Specialist	06-08-16	Filled	10-03-16
	Infrastructure	719393	CONT	Prof/Tech Support Exempt	Database Analyst	Database Analyst	New for FY16	Filled	09-06-16
	Inst'l Effectiveness and Assessment	702171	CONT	Classified Non-Exempt	Administrative Assistant	Administrative Assistant	05-31-16	Filled	10-03-16
	Learning Commons and Open Labs	735101	CONT	Classified Non-Exempt	Open Lab Technician	Open Lab Technician	06-30-16	Filled	10-10-16
Division of Math, Science and Bachelor Programs		Biology	713272	CONT	Classified Non-Exempt	Faculty Secretary	08-31-16	Filled	10-03-16
Office of the President		Grant Development, Management, and Compliance	700123	CONT	Prof/Tech Support Exempt	Grant Development Officer	02-21-16	Filled	10-03-16
Student Affairs and Enrollment Management		Admissions and Records	715612	CONT	Prof/Tech Support Non-Exempt	Transcript/Graduation Analyst	New for FY16	Filled	10-03-16
	Student Affairs and Enrollment Management	700190	CONT	Executive Exempt	VP Student Affairs & Enrollment Management	VP Student Affairs & Enrollment Management	08-31-13	Filled	09-01-16
	Student Financial Services	700068	CONT	Classified Non-Exempt	Financial Aid Specialist	Financial Aid Specialist	12-12-14	Filled	10-03-16
Total			26						

Resignations						
South Texas College Resignations in FY 2016 - 2017 As of October 06, 2016						
Division	Position	Type	Category	Title	Date Position Vacated	
Finance and Administrative Services						
Central Receiving	701584	CONT	Classified Non-Exempt	Fixed Assets and Receiving Technician	09-03-16	
Human Resources	711240	CONT	Prof/Tech Support Non-Exempt	Benefits Specialist	10-03-16	
Information Services, Planning and Strategic Initiatives						
Infrastructure	716393	CONT	Prof/Tech Support Exempt	Applications Analyst III	09-09-16	
Division of Nursing and Allied Health						
Division of Nursing and Allied Health	700225	CONT	Classified Non-Exempt	Lab Asst - NAH	09-07-16	
Student Affairs and Enrollment Management						
College Connections	700257	CONT	Prof/Tech Support Non-Exempt	Student Services Specialist II	09-14-16	

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

The law offices of Linebarger Goggan Blair & Sampson, LLP have requested consideration and possible action on the tax resale of the following properties:

a. Cause No. TS-13-41;

On struck off property as follows:

Tract 3, Lot 8, Block 11, City of Roma, Starr County, TX, Lot 10-0880-04, Account No. 0013237 (15000-01100-00800-000000).

Tract 2, Lot 1, Block1, City of Roma, Starr County, TX Lot 10-0010-04, Account No. 0013233 (15000-00100-00100-000000).

- b. The City of Roma has submitted a written bid to Linebarger Goggan Blair & Sampson, LLP with an amount to purchase the above properties.

Linebarger Goggan Blair & Sampson, LLP is submitting for the Board of Trustees' consideration the analysis of the bids received. The total amount the College will receive is \$463.81.

Enclosed Documents - The Resolution Authorizing the Tax Resale and the Analysis of Bids Received for Tax Resale Properties, a written letter from the City of Roma listing the bids, the legal description of each property and the municipal need of each property follow in the packet for your information and review.

A representative from Linebarger Goggan Blair & Sampson, LLP will be present at the meeting to address any questions by the committee.

This item will be discussed in Executive Session.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the October 25, 2016 Board meeting, the tax resale of the properties on Cause No. TS-13-41 and the approval of the Resolution authorizing the tax resale to the City of Roma as presented.

SOUTH TEXAS COLLEGE

RESOLUTION NO. _____

On the 25th day of October 2016, at the regularly scheduled meeting of the South Texas College Board of Trustees, a motion was duly made and seconded to resell the properties described on the attached list, which were acquired by the District through previous tax foreclosure proceedings. The properties were sold in accordance with Texas Tax Code Ann. §34.05.

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

BE IT RESOLVED that the Board of Trustees of South Texas College approved the bids received on the properties described on the attached list and authorizes the Board Chair for South Texas College to execute the tax resale deeds conveying the approved properties.

SIGNED on this 25th day of October, 2016.

Dr. Alejo Salinas, Jr.
Board Chair

ATTEST:

Jesse Villarreal
Secretary

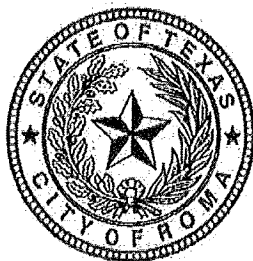
LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
October 25th, 2016
SOUTH TEXAS COLLEGE

SUIT NO.	LEGAL DESCRIPTION	ACCOUNT NUMBER	OPENING BID	AMOUNT OF BID	AMOUNT FOR DISTRICT
TS-13-41 1	Lot 1, Block 1, City of Roma, Lot 10-0010-04	0013233	\$44,4326.43	\$10,000.00	\$299.81
TS-13-41 2	Lot 8, Block 11, City of Roma, Lot 10-0880-04	0013237	\$30,721.64	\$5,000.00	\$164.00

Total \$463.81

CITY COUNCIL

ROBERTO A. SALINAS, *Mayor*
JOEL HINOJOSA, Jr., *Councilman*
RAMIRO SARABIA, *Councilman*
MARY LOU G. CRUZ, *Councilwoman*
GILBERTO RAMIREZ, Jr., *Councilman*
CARLOS M. GONZALEZ, Jr., *Councilman*



October 4, 2016

Linebarger Goggan Blair & Sampson, LLP
Ms. Chris Villarreal, Attorney
205 South Pin Oak Avenue
Edinburg, Texas 78539

Ref: Auction Properties of July 5, 2016

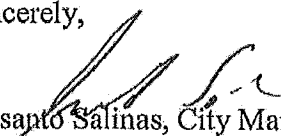
Dear Ms. Villarreal:

The City of Roma would like to make an offer of ten-thousand dollars (\$10,000.00) for #TS-13-41, Tract 2, Lot 1, Block 1, City of Roma, Lot 10-0010-04, Account No. 0013233 (15000-00100-00100-000000). Some of the heirs to this property have stated that they are interested in donating such property to the City. The City has received a title report on this property and discovered that it cannot obtain a clear title. Consequently, the City has no choice but to obtain the property through a tax sale. The City has invested over \$50,000.00 on repairing the roof of such property. Currently, the City is in the process of receiving a \$50,000.00 grant with a one-to-one match to restore and rehabilitate the exterior, wall, windows, and doors of this building. The grant stipulates that the City has to be the owner in order to qualify for the funds.

The property is located at the Roma's National Historic Landmark District. John Vale, an immigrant from Sweden built the two-story, sandstone dwelling in 1853. Traditional Swedish building practices may have influenced the siting, proportions and original design, which are unusual in Roma. In 1856, Noah Cox bought the building. Cox operated a mercantile business with the New Orleans firm of Staderker & Mecklinburer on the ground floor, living in the quarters above. Original roof was of flat chipichil type. By the 1894 Sanborn mapping, the Vale-Cox house had been updated with a Colonial Revival shingled hip roof and plaza-facing dormer. The framing of this, presumably second, roof is of milled lumber with square-cut nails and is clearly visible in the attic space.

The citizens of Roma would greatly appreciate that you consider our offer in order to enhance our history, heritage, and our architecture for present and future generations.

Sincerely,


Crisanto Salinas, City Manager
City of Roma, Texas

P. O. BOX 947

ROMA, TEXAS 78584-0947

956-849-1411

FAX 956-849-3963

This Institution is an Equal Opportunity Provider and Employer.

ANALYSIS OF BID RECEIVED FOR TAX RESALE PROPERTY

STYLE OF CASE: TS-13-41; ROMA INDEPENDENT SCHOOL DISTRICT, STARR COUNTY AND SOUTH TEXAS COLLEGE VS V C GUERRA ESTATE

LEGAL DESCRIPTION: Lot 1, Block 1, City of Roma, Lot 10-0010-04
0013233

PROPERTY LOCATION: SE CORNER OF ESTRELLA AVE & JUAREZ AVE.

JUDGMENT DATE: 05/31/2016

DATE OF TAX SALE: 07/05/2016

YEARS IN JUDGMENT: 1974-2015

SHERIFF'S DEED RECORDED:

AMOUNT OF JUDGMENT: \$44,119.76

COSTS OF SALE: \$408.00

AMOUNT OF BID: \$10,000.00

CURRENT APPRAISED VALUE: \$20,400.00

VALUE AT JUDGMENT: \$20,400.00

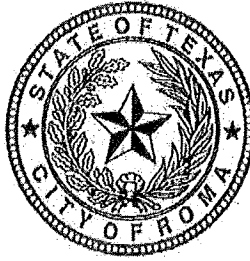
Entity Name	Judgment Amount Due Each Entity	Percentage To Be Received	Amount You Will Receive
Roma .I.S.D.	\$22,215.15	58.02%	\$5,564.89
South Texas College	\$1,196.83	3.13%	\$299.81
Starr County	\$14,879.47	38.86%	\$3,727.30

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

BIDDER: CITY OF ROMA P.O. BOX 947 ROMA TX.
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CITY COUNCIL

ROBERTO A. SALINAS, *Mayor*
JOEL HINOJOSA, Jr., *Councilman*
RAMIRO SARABIA, *Councilman*
MARY LOU G. CRUZ, *Councilwoman*
GILBERTO RAMIREZ, Jr., *Councilman*
CARLOS M. GONZALEZ, Jr., *Councilman*



October 4, 2016

Linebarger Goggan Blair & Sampson, LLP
Ms. Chris Villarreal, Attorney
205 South Pin Oak Avenue
Edinburg, Texas 78539

Ref: Auction Properties of July 5, 2016

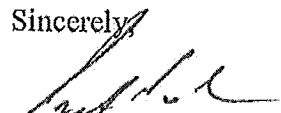
Dear Ms. Villarreal:

The City of Roma would like to make an offer of five-thousand dollars (\$5,000.00) for #TS-13-41, Tract 3, Lot 8, Block 11, City of Roma, Lot 10-0880-04, Account No. 0013237 (15000-01100-00800-000000).

The property is a one-story, brick building located at the southeast corner of Estrella and Juarez within the Roma National Historic Landmark District. Location on Juarez Street, with its wharf access dominating street use in the 19th century, suggests at least a partial commercial function. Classical detailing is evocative of builder-architect Portscheller. Design highlights include a banded box treatment of the Estrella façade, molded-brick dentilated cornice and tall, narrowly proportioned fenestration. Interior space is divided into three main rooms, with a rear brick unit addition making the structure a modified ell. A shallow basement is visible through deteriorated flooring. In the main room (east), near the center of the building, a ceiling beam is dated "Junio 1" "1884" in burned lettering.

The citizens of Roma would greatly appreciate that you consider our offer in order to enhance our history, heritage, and our architecture for present and future generations, and restore it for public use.

Sincerely,


Crisanto Salinas, City Manager
City of Roma, Texas

P. O. BOX 947

ROMA, TEXAS 78584-0947

956-849-1411

FAX 956-849-3963

This Institution is an Equal Opportunity Provider and Employer.

ANALYSIS OF BID RECEIVED FOR TAX RESALE PROPERTY

STYLE OF CASE: TS-13-41; ROMA INDEPENDENT SCHOOL DISTRICT, STARR COUNTY AND SOUTH TEXAS COLLEGE VS V C GUERRA ESTATE

LEGAL DESCRIPTION: LT 8 BLK 11 ROMA LOT 10-0880-04.
0013237

PROPERTY LOCATION: SE CORNER OF ESTRELLA AVE & JUAREZ AVE.

JUDGMENT DATE: 05/31/2016

DATE OF TAX SALE: 07/05/2016

YEARS IN JUDGMENT: 1974-2015

SHERIFF'S DEED RECORDED:

AMOUNT OF JUDGMENT: \$30,386.01

COSTS OF SALE: \$408.00

AMOUNT OF BID: \$5,000.00

CURRENT APPRAISED VALUE: \$15,210.00

VALUE AT JUDGMENT: \$15,210.00

Entity Name	Judgment Amount Due Each Entity	Percentage To Be Received	Amount You Will Receive
Roma .I.S.D.	\$15,041.89	56.90%	\$2,612.81
South Texas College	\$946.44	3.58%	\$164.00
Starr County	\$10,447.75	39.52%	\$1,814.80

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

BIDDER: CITY OF ROMA P.O. BOX 947 ROMA TX.
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