

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, January 28, 2014 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

AGENDA

“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. At this meeting, the Board of Trustees may deliberate on and take any action deemed appropriate by the Board of Trustees on the following subjects:”

- I. Call Meeting to Order
- II. Determination of Quorum
- III. Invocation
- IV. Public Comments
- V. Presentations..... 1 - 10
 - A. Overview of Live Broadcast of Board and Committee Meetings
 - B. Recognition of Trustees for Their Service and Contributions to STC
 - C. Recognition of Mrs. Diana Peña, Associate Vice President for Finance
 - D. Presentation on Quarterly and Fiscal-Year End Collections by Linebarger Goggan Blair & Sampson, LLP
- VI. Consideration and Action on Consent Agenda
 - A. Approval of Minutes
 - 1. December 17, 2013 Regular Board Meeting..... 11 - 29
 - B. Approval and Authorization to Accept Grant Award(s)30 - 31
 - 1. The “Winning Reading Program” Grant
 - 2. The Learn and Earn Grant
 - 3. Additional Grants Received/Pending Official Award

VII. Consideration and Action on Committee Agenda Items

A. Finance and Human Resources Committee

1. Consider and Approve an Order Authorizing the Issuance, Sale and Delivery of South Texas College Limited Tax Bonds, Series 2014; Levying a Continuing Direct Annual Ad Valorem Tax Within the Limits Authorized by State Law; Authorizing the Execution of a Bond Purchase Contract; Approving an Official Statement, and Making Other Provisions Regarding Such Bonds and Matters Incident Thereto.....32 - 64
2. Discussion and Action as Necessary on Hidalgo County Tax Resale Property and Resolution Authorizing Tax Resale65 - 70
3. Review and Action as Necessary on Award of Proposals, Purchases, and Renewals.....71 - 76
 - 1) Graduation Caps and Gowns (Award)
 - 2) Computers, Laptop and Server (Purchase)
 - 3) Interactive Pen Displays (Purchase)
 - 4) Internet Services (Purchase)
 - 5) Internet Services – Pecan Campus (Purchase)
 - 6) Predictive Data Analytics Technology/Hosting Service (Purchase)
 - 7) Student Printers (Purchase)
 - 8) Subscription of Online Books (Purchase)
 - 9) Geotechnical Engineering and Materials Testing Services (Renewal)
 - 10) Training Services for Dental Assisting and Dialysis Technician (Renewal)
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The Checks and the Financial Reports presented for approval are included in the Board Packet under SEPARATE COVER:

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- B. Action as Necessary to Engage Legal Services to Respond to Internal Revenue Service Inquiry 112

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- A. Discussion and Action as Necessary Regarding Cause No. 13-70370; Mike Givilancz, III vs. South Texas College 113 - 114

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- Board Committee Meeting Minutes:
 - January 16th, 2014 Facilities Committee 124 - 134
 - January 16th, 2014 Finance and Human Resources Committee..... 135 - 141

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A. Next Meetings:

- Board Work Session, Saturday, February 1, 2014 at 9:00 a.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Education and Workforce Development Committee Meeting, Monday, February 17th, 2014 at 3:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Facilities Committee Meeting, Monday, February 17th, 2014 at 4:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Finance and Human Resources Committee Meeting, Monday, February 17th, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Regular Meeting of the Board of Trustees, Thursday, February 20th, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas

XIII. Adjournment

Presentation

Overview of Live Broadcast of Board and Committee Meetings

Mr. Cody Gregg, Dean of Library Services and Instructional Technologies, will provide an overview of the audio/video system installed to provide live and archived broadcast of all Board and Committee meetings, as required by state law.

Recently passed HB 2668 requires that all public meetings of the STC Board of Trustees, as with all junior colleges enrolling 20,000 students or more per semester, must be live broadcast through the College's website. Under this law, every meeting of the Trustees for which an agenda must be publicly posted must be broadcast in this manner, and all packets and other materials provided in support of public agenda items must also be posted online.

Executive Sessions are protected by state law. In the event that the Board must convene executive session in accordance with the Open Meetings Act, the conference room in X-206 will be kept available to allow for private discussion.

Mr. Gregg's demonstration will help the Board understand the equipment and how it will assist with compliance with this law.

Recognition of Trustees for Their Service and Contributions to STC

Dr. Reed will present an expression of appreciation to the Board of Trustees on the behalf of faculty, staff, students, and constituents for their continued contributions to making STC a premier community college.

Recognition of Mrs. Diana Peña, Associate Vice President for Finance

Mrs. Diana Peña served South Texas College as the Vice President for Finance and Administrative Services for 12 years. During this time, the College has been recognized repeatedly for its excellent stewardship of public funds.

Mrs. Peña has also earned personal accolades while at STC, most recently being named the 2010 Outstanding Chief Business Officer for Region IV of the Community College Business Officers Association.

Before joining South Texas College, Mrs. Peña worked for 30 years at the Rio Grande City Consolidated Independent School District, five years of which she served as the Assistant Superintendent for Business and Operations.

She retired as the Vice President for Finance and Administrative Services in January 2011, but accepted a position as an Associate Vice President for Finance to help the College during the search for a new chief financial officer.

Now that she has seen the College through the transition to a new, highly-qualified Vice President for Finance and Administrative Services and has helped with the first round of sales of the bonds approved by voters in 2013, Mrs. Peña has decided to enjoy retirement full-time.

We wish Mrs. Peña the very best, and give our deepest appreciation for her exemplary leadership, responsible stewardship, and impeccable professional standards, and performance. We thank you, Mrs. Peña.

Presentation on Quarterly and Fiscal-Year End Collections by Linebarger Goggan Blair & Sampson, LLP

Ms. Kelly Salazar, representing Linebarger Goggan Blair & Sampson, LLP, will provide the Board with the Delinquent Tax Report on Collection and Collection Efforts for Hidalgo and Starr Counties for the 2013 fiscal year and also for the past quarter.

No action is required from the Board. These presentations are for the Board's information and feedback to staff.



Delinquent Tax Collection Report

Linebarger Goggan Blair & Sampson, LLP

205 S. Pin Oak Ave., Edinburg, Texas 78539 Phone: 956-383-4500 Fax: 956-383-7820

LAW OFFICES
OF
LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
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EDINBURG, TEXAS 78539

Telephone: (956) 383-4500
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January 21, 2014

Dr. Shirley A. Reed, President
Rose Benavidez, Chair
Roy De Leon, Vice Chair
Graciela Farias, Secretary
Paul R. Rodriguez, Member
Gary Gurwitz, Member
Dr. Alejo Salinas, Jr, Member
Jesse Villarreal, Member
South Texas College
3201 West Pecan Boulevard
McAllen, Texas 78501

**RE: Fiscal Year End Report from September 1, 2012 through August 31, 2013 and
First Quarter Collection Report.**

Dear Dr. Reed:

Our firm is pleased to submit a summary of our collection efforts on behalf of **South Texas College**. We present this summary in an effort to keep you and the **Board of Trustees** informed as to our efforts and activities.

Enclosed, you will find summaries of the different collection efforts made by our office. Understanding the need of each County is unique, we have developed a team approach that individualizes the collection efforts in each area. The **Hidalgo County** team is led by Mrs. Lucy Canales and the **Starr County** team is led by Mr. Gustavo Martinez. Each attorney brings many years of experience to this endeavor and coordinates a team effort in which will result in better collections for **South Texas College**.

Very Truly Yours,



Lucy G. Canales
Capital Partner

Very Truly Yours,



Gustavo Martinez
Partner

LINEBARGER GOGGAN BLAIR & SAMPSON APPROACH

The delinquent tax collection program for the South Texas College continues to emphasize two basic premises: work with individual taxpayers to collect taxes owed to South Texas College and use tool of litigation as a final option.

DEMAND MAILINGS

Our extensive mailing program is designed to advise people who have not paid their South Texas College taxes of their delinquency. During the course of this quarter, we sent delinquent notices, with varying degrees of intensity to the delinquent taxpayer. The intensity of the notice varies on factors, such as, time of year, type of property and the particular needs of the jurisdiction.

Hidalgo County: Nine (9) mailings were completed during this fiscal year.

Starr County: Seven (7) mailings were completed during this fiscal year.

LITIGATION SUMMARY

Filing a lawsuit to collect delinquent taxes is used as a final resort; after diligent efforts to contact and work with taxpayers are fully exhausted. Once the decision to file suit has been made, a complete property title search is conducted, the taxable property is further identified and all interested parties including all lien holders, are identified and served with notice of the lawsuit.

Hidalgo County

Litigation Activity	Cases	Base, Penalty and Interest
• Lawsuits Filed	1,510	\$871,591
• Interventions	634	\$446,204
• Judgments Taken	908	\$730,912
• Tax Warrants	142	\$63,936
• Pending Litigation as of 1/17/2014	3,239	\$2,488,604

- Demand Mailings
- Litigation Statistics
- Taxpayer Contact
- Personal Visits
- Sheriff's Sales

- Over 22,015 Incoming/Outgoing Calls
- Over 4,429 Payoff Requests
- Over 1,327 Payment Agreements Initiated
- Over 3,875 Personal Visits

- *Over 1,508 Incoming/Outgoing Calls*
- *Over 59 payment Agreements Initiated*
- *Over 46 Personal Visits*
- *Over 640 Taxpayer Walk-Ins*

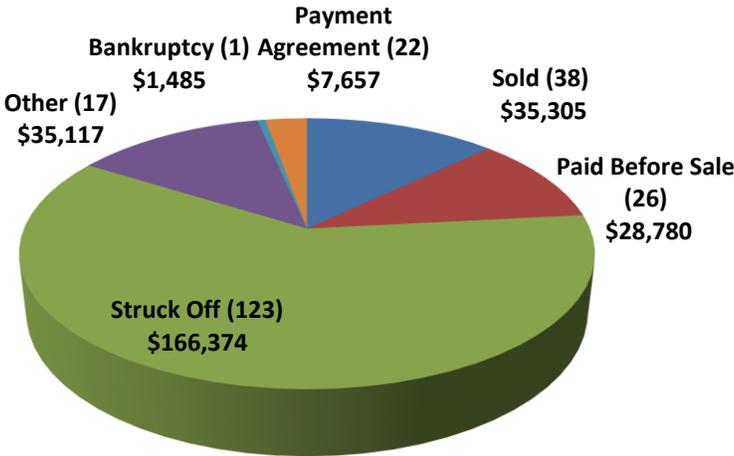
Starr County

Litigation Activity	Cases	Base, Penalty and Interest
• Lawsuits Filed	139	\$198,260
• Lawsuits Disposed	12	\$10,240
• Judgments Taken	55	\$64,194
• Pending Litigation as of 1/17/2014	455	\$649,018

Tax Sale Activity

Hidalgo County

Our Office regularly monitors all judgments we take on behalf of South Texas College. During this reporting period, five (5) tax sales were conducted in Hidalgo County placing two hundred and twenty-seven (227) properties for sale.



- Tax Re-Sale Program***
- *April 2013—received bids on 100 properties for \$36,860*
 - *June 2013—received bids on 104 properties for \$44,272*

Tax Resale Program

Our resale program for struck-off properties to the taxing entities is part of our successful collection program conducted on behalf of the South Texas College. At our expense, the firm markets these struck-off properties through newspaper advertising, our firm’s website, (www.lgbs.com), and a mailing list maintained by our office. After its marketing initiative, the firm conducts a resale of these properties struck-off throughout the year.

BANKRUPTCY CLAIMS FILED

All Bankruptcy Filings

<i>Ch.7</i>	72	\$104,948
<i>CH. 11</i>	70	\$176,500
<i>Ch. 12</i>	2	\$1,032
<i>Ch. 13</i>	920	\$230,017
<i>Total</i>	1,064	\$512,497

South Texas College is represented in all bankruptcies involving a delinquent taxpayer in your jurisdiction. Representation includes filing claims, monitoring the bankruptcy process, attending hearings, engaging in active litigation and doing everything to protect and maximize the South Texas College interest. Our program identifies accounts dismissed and discharged from bankruptcy that are now ready for collections or law suit.

Chapter Seven: Complete liquidation of a debtor's non-exempt assets.

Chapter Eleven: This allows a Corporation to devise a plan to reorganize its debts and obligations to allow extended repayment of its creditors.

Chapter Twelve: Same as Chapter 13 but specifically designed for agricultural businesses.

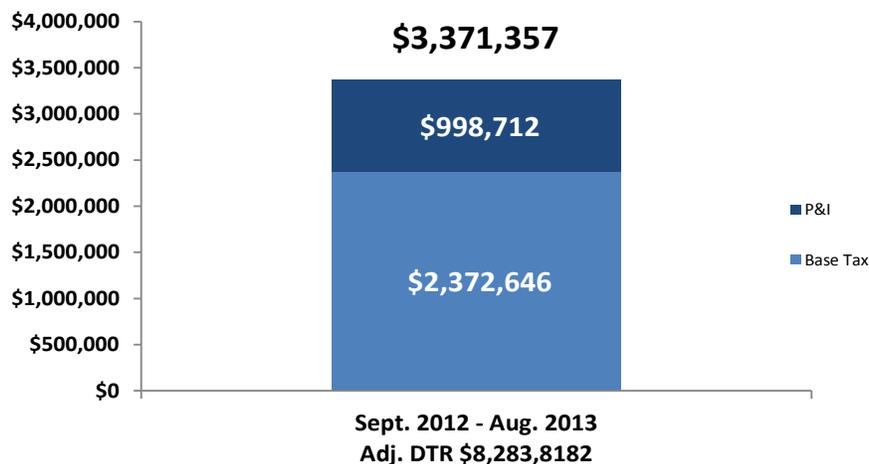
Chapter Thirteen: Entitled "Adjustment of Debts of an Individual with Regular Income," permits a person to retain that amount of earned income necessary for living expenses while paying the court the remainder to be distributed among the individual's creditors to pay off debts on an installment basis.

COLLECTION HIGHLIGHTS

We constantly monitor collections and when we see a decrease in collections, appropriate steps are taken to address collections.

Hidalgo County

Fiscal Year Collections



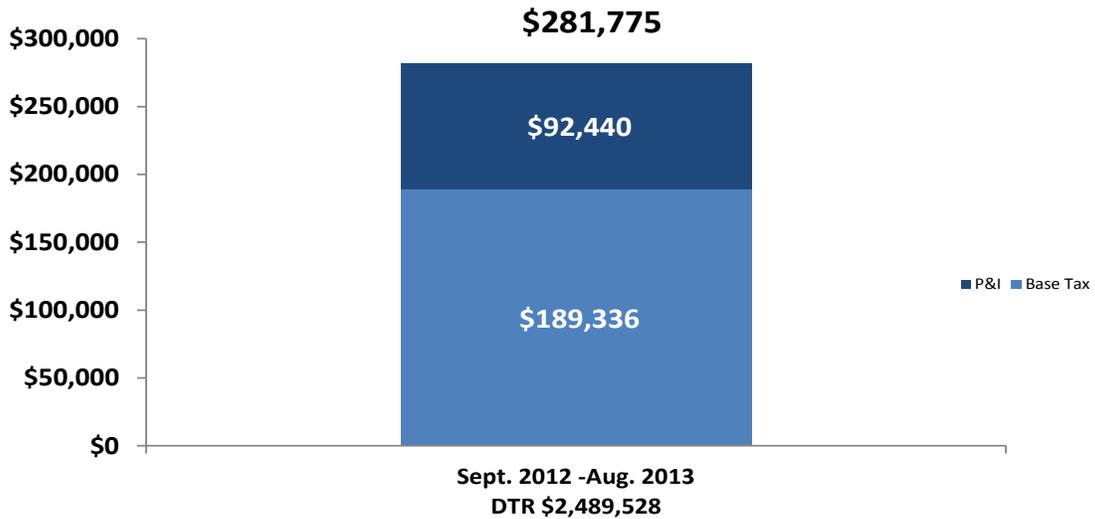
First Quarter Collections



Source: Hidalgo Co. Tax Office

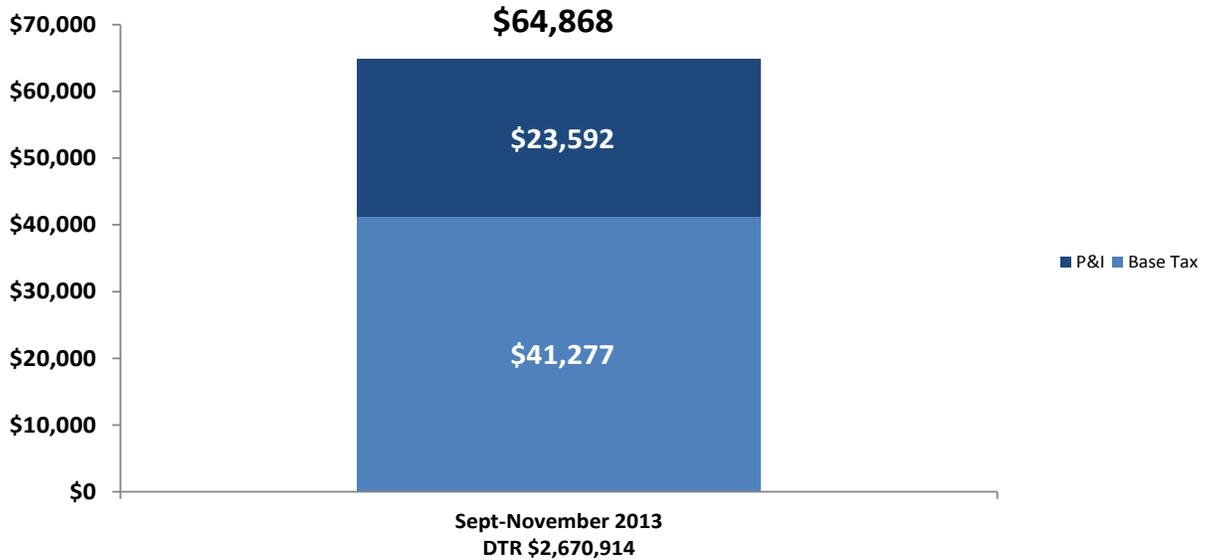
Starr County

Fiscal Year Collections



Source: Starr Co. Tax Office

First Quarter Collections



FUTURE OVERVIEW

Review of Pending Judgments and the Filing of Additional Lawsuits

- During the next quarter we will continue to work pending lawsuits for full payment or payment agreements. We will also continue researching the delinquent tax roll for possible new lawsuits; both real and personal property accounts. We will place high priority on top delinquent accounts for collections that are in litigation.
- We will continue filing lawsuits every month on delinquent accounts owing 3 or more years.

Continued Monitoring of Bankruptcy Accounts

- As a continuation of our standard operating practice, we will actively monitor and verify accounts in bankruptcy for the payment of taxes, penalties, and interest owed to the college.
- We will continue to represent the college in court on all bankruptcy matters.

Mailing Program

Scheduled mailings on behalf of the college for the following months:

January 2014 (Completed)

February 2014

March 2014

Scheduling of Property Sales

As properties are taken to judgment, they will be reviewed and checked for payment. Those judgments with no taxpayer response will be further reviewed and scheduled for possible tax sale.

Property Visits

On site visits are being conducted on targeted accounts weekly.

Execution of the work plan established for the college will include the constant monitoring of collection figures in order to adjust resources and enforce the collection of delinquent taxes. Our collection efforts will also include prosecuting pending suits to conclusion, mailing monthly letters, and filing new suits in order to maximize the collection of taxes. We will continue to work closely with you and your administrative staff to provide assistance and advice on all property tax matters, including changes in the law brought about by amendments to the Texas Property Tax Code.

**Approval of Minutes
December 17, 2013 Regular Board Meeting**

The minutes of the December 17, 2013 Regular Board Meeting are submitted for Board approval.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve the minutes for the December 17, 2013 Regular Board Meeting as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and adopts the minutes for the December 17, 2013 Regular Board Meeting as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR BOARD MEETING
Tuesday, December 17, 2013 at 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, TX 78501**

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, December 17th, 2013 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:32 p.m. with Ms. Rose Benavidez, Chair, presiding.

Members present: Ms. Rose Benavidez, Mr. Roy de León, Mrs. Graciela Farias, Mr. Gary Gurwitz, Dr. Alejo Salinas, Jr., Mr. Jesse Villarreal, and Mr. Paul Rodriguez

Members absent: None

Also present: Dr. Shirley A. Reed, Mrs. Diana Pena, Mrs. Mary Elizondo, Dr. Anahid Petrosian, Mr. Jesus Ramirez, Ms. Myriam Lopez, Mr. Carlos Margo, Mrs. Rebecca Cavazos, Mr. Gerry Rodriguez, Mr. George McCaleb, Mrs. Melba Trevino, Mrs. Brenda Jo Balderaz, Mr. Juan Carlos Aguirre, Mrs. Hannah McCann, Mr. Paul Varville, Mr. Ric de la Garza, Mr. Aaron Rios, Mr. Leonel Garcia, Mr. Michael Hovar, Mrs. Anne Burger Entrekin, Mr. Ruben Moreno, Mr. Mark Michna, Mr. David Diaz, and Mr. Andrew Fish

Determination of a Quorum

A quorum was present and a notice of the meeting was posted.

Invocation:

Mr. Gerry Rodriguez, Director of Facilities Planning and Construction, said the invocation.

Public Comments:

No public comments were given and a notice of the meeting was posted.

**Approval of Minutes
November 23, 2013 Board Work Session**

Upon a motion by Mr. Paul R. Rodriguez and a second by Dr. Alejo Salinas, Jr., the minutes of the November 23, 2013 Board Work Session were approved as written. The motion carried.

Approval of Minutes November 26, 2013 Regular Board Meeting

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the minutes of the November 26, 2013 Regular Board Meeting were approved as written. The motion carried.

Approval and Authorization to Accept Grant Award(s)

Authorization to accept and approve the following grant award(s) and use of related funds as authorized by each grant was requested:

1. Wagner-Peyser 7(b) Grant Funds from the Office of the Governor and the Texas Workforce Commission

South Texas College has received the recommendation from the Office of the Governor for funding in the amount of \$500,000 for the Wagner-Peyser 7(b) Grant from the Texas Workforce Commission.

This grant will help support the ongoing development of new manufacturing training initiatives under the North American Advance Manufacturing Research & Education Initiative (NAAMREI). Such programs include the new cell manufacturing/automation technology and robotics programs.

The grant will also help NAAMREI develop new and innovative customized training programs and certifications as per industry's needs and will provide funding for instructors, professional development, and training. Additionally, the funds will support the annual manufacturing summit which NAAMREI proposes to hold in late spring.

2. The "Displaced Worker Training National Emergency" Grant from the Texas Higher Education Coordinating Board

This authorization would permit the College to accept the "Displaced Worker Training National Emergency" grant from the Texas Higher Education Coordinating Board beginning December 18, 2013 through June 30, 2015 in the amount not to exceed \$137,250.

Authorization is also requested to use the funds for tuition and fees as approved in the grant.

STC's Continuing Education department will prepare 30 educationally disadvantaged, dislocated workers for career-path employment and post-secondary education in high-demand jobs, focusing on vocational ESL, adult education, workforce readiness, entry-level job skills training, and Level 1 Certificate or Marketable Skills Achievement Award training. Targeted occupations include Certified Nurse Assistant, Phlebotomy, Emergency Care

Attendant, Pharmacy Technician Trainee, Health Information Management Clerk, Medical Receptionist, Pipe Welding, and Office Clerk.

3. Reallocated Funds for the Carl Perkins Basic Grant Award

This authorization would permit the College to accept reallocated funds for the Carl Perkins Basic Grant award in the amount of \$57,497 for the period of September 1, 2013 to August 31, 2014 from the Texas Higher Education Coordinating Board. Authorization is requested to approve instructional resources and software, professional development, program promotion and other expenditures as approved by the grant.

Carl Perkins funds are awarded to community and technical colleges to improve graduation, retention, access, quality, and expansion of Career and Technical Education programs. Twenty-eight (28) Career and Technical Education instructional programs have been selected from the Divisions of Nursing and Allied Health; Business and Technology; and Child Care and Sign-Language programs within Liberal Arts & Social Sciences for improvement with these funds. In addition, in support of Career and Technical Education programs and students, funds will also be provided to the Academic Affairs and Student Affairs & Enrollment Management areas.

Altogether, the approved grant(s) will provide \$694,747 in additional funding for the College to provide services and opportunities throughout the region.

Upon a motion by Mr. Roy de León and a second by Mrs. Graciela Farias, the Board of Trustees approved and authorized accepting the presented grant awards and use of related funds as authorized by each grant, contingent upon official award as appropriate. The motion carried.

Review and Action as Necessary on Preliminary Bond Issuance Debt Structure

Approval for the Preliminary Bond Issuance Debt Structure in an amount not to exceed \$75 million was requested.

Ms. Anne Burger Entekin from First Southwest attended the December 17, 2013 Board meeting to bring the Board members and administration up-to-date on the current municipal bond market conditions.

The Municipal Bond Market Update was included in the packet for the Board's review and information.

As of the week of December 2, 2013, it was projected that the amount of the first bond sale will be approximately \$50 million. However, if the prevailing interest rate at the time of the pricing is

lower than it was at the time of the presentation, it would be helpful to have the flexibility to increase the par amount of the sale in order to lock in more proceeds at a lower rate.

The Preliminary Tax Rate Analysis for an initial issuance of \$50 million and \$75 million was included in the packet for the Committee's review and information. Both of the attachments assumed a 1/2 cent tax increase and use of Interest and Sinking fund balance of approximately \$10 million and \$11.9 million respectively.

As of August 31, 2013, the I&S cash fund balance was \$13,668,265. This balance has accumulated as a result of the bond series that are currently outstanding but will be paid off by 2019. The I&S fund balance may only be used to pay down debt.

In both of the Preliminary Tax Rate Analysis included, bonds were estimated to be sold in four (4) issues to keep the I&S tax rate impact as close to the ½ cent increase as possible. Both the \$50 million and the \$75 million initial issuance Preliminary Tax Rate Analysis also assumed the use of the available funds from the I&S fund balance. It was in the College's best interest to use only approximately \$10 million from I&S fund balance.

The Finance and Human Resources Committee also expressed interest in calling a special meeting in mid-January 2014 to consider and take action on the issuance of the bonds. This may allow the College access to a more favorable rate than if the Board takes action at the very end of January 2014. It was later advised that this was not necessary to secure a more favorable rate as discussed.

The Finance and Human Resources Committee recommended Board approval of the Preliminary Bond Issuance Debt Structure in an amount not to exceed \$75 million as presented.

Upon a motion by Mr. Roy de León and a second by Mr. Gary Gurwitz, the Board of Trustees of South Texas College approved and authorized the Preliminary Bond Issuance Debt Structure in an amount not to exceed \$75 million as presented. The motion carried.

Discussion and Action as Necessary Regarding the Fiscal Year 2013 Financial Audit

Acceptance of the Fiscal Year 2013 Financial Audit was requested.

Mr. Ruben Moreno of Long Chilton, LLP reviewed the audit with the Board and respond to questions regarding the audit.

A copy of the Comprehensive Annual Financial Report was included under separate cover for the Board's information and review. There were no findings in the audit.

The Finance and Human Resources Committee reviewed the Comprehensive Annual Financial Report and recommended approval as presented.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Board of Trustees accepted the Fiscal Year 2013 Financial Audit as presented. The motion carried.

Review and Action as Necessary on Award of Proposals, Purchases, and Renewals

The Finance and Human Resources Committee recommended Board approval of the proposal awards, purchases, and renewals as listed below:

- 1) Security Cameras (Award):** award the proposal for security cameras to Halifax Security, Inc./dba North American Video (Brick, NJ) (New Vendor), at a total cost of \$16,071.00;
- 2) Call Center Training Systems (Purchase):** purchase call center training systems from SAVE Corporation (Edgewater, FL), (New Vendor) a sole source vendor, at a total cost of \$23,206.00;
- 3) Computers and Laptops (Purchase):** purchase computers and laptops from the State of Texas Department of Information Resources (DIR) approved vendors Dell Marketing, LP (Dallas, TX) and Apple Computer, Inc. (Dallas, TX) in the total amount of \$391,848.00;
- 4) Door Hardware (Purchase):** purchase door hardware from ADI (Houston, TX), a sole source vendor, at a total cost of \$52,822.75;
- 5) Furniture (Purchase):** purchase furniture from a State of Texas Multiple Award Schedule (TXMAS) approved vendor, at a total amount of \$16,203.71:
 - A) Allsteel, Inc. \$ 2,291.92
 - B) Erg International..... \$ 1,012.75
 - C) Krueger International, Inc..... \$12,899.04
- 6) GED and TSI Testing Materials (Purchase):** purchase GED and TSI testing materials from Dr. Selina Vasquez Mireles/dba SNJ Academics, LLC. (Buda, TX), a sole source vendor, at a total cost of \$17,250.00;
- 7) Law Enforcement Equipment and Supplies (Purchase):** purchase law enforcement equipment and supplies from GT Distributors, Inc. (Austin, TX), a Texas Association of School Boards (TASB) – Buyboard approved vendor, at a total cost of \$29,108.77;
- 8) Maintenance Parts and Supplies (Purchase):** purchase maintenance parts and supplies from Bush Supply Company (Edinburg, TX), a Texas Association of School Boards (TASB) – Buyboard approved vendor, for the period beginning September 1, 2013 through August 31, 2014, at an estimated amount of \$55,000.00 based on prior year history;
- 9) Police Vehicle (Purchase):** purchase a police vehicle from Caldwell Country (Caldwell, TX), a Houston-Galveston Area Council (HGAC) approved vendor, at a total cost of \$27,745.00;
- 10) Time Clocks (Purchase):** purchase time clocks from Troncoso’s Time & Attendance (Pharr, TX), a sole source vendor, at a total cost of \$13,866.00;
- 11) Moving Services (Renewal):** renew the contracts for moving services with Groves Moving & Storage (Harlingen, TX) and Gateway Printing & Office Supply, Inc. (Edinburg,

TX) for the period beginning February 19, 2014 through February 18, 2015, at an estimated annual cost of \$12,000.00;

12)Public Website Hosting Service (Renewal): renew the public website hosting service agreement with Rackspace Managed Hosting (San Antonio, TX), a sole source vendor, for the period beginning February 1, 2014 through January 31, 2015, at an estimated cost of \$37,293.96;

13)Signs, Flags and Banners (Renewal): renew the contracts for signs, flags and banners for the period beginning January 30, 2014 through January 29, 2015, at an estimated amount of \$18,000.00 with the following vendors:

Primary: MPA Digital, LLC. (McAllen, TX)

Secondary: FedEx Office (McAllen, TX)
AGAS, Mfg. (Philadelphia, PA)

14)Third Party Administrator for 403(b) Plan (Renewal): renew the contract for the third party administrator for 403(b) plan with TSA Consulting Group, Inc. (Ft. Walton Beach, FL), for the period beginning March 1, 2014 through February 28, 2015, at a total annual cost of \$6,000.00.

SUMMARY TOTAL:

The total for all proposal awards, purchases, and renewals was \$719,415.19.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the proposal awards, purchases, and renewals as presented. The motion carried.

Review and Action as Necessary on 2013 Tax Roll/Tax Levy for Hidalgo and Starr Counties

Approval of the 2013 Tax Roll/Tax Levy for Hidalgo and Starr Counties was requested.

The 2013 Tax Roll/Tax Levy for Hidalgo and Starr Counties was requested in order to be in compliance with Section 26.09 Item (e) of the Property Tax Code, which reads:

“The assessor shall enter the amount of tax determined as provided by this section in the appraisal roll and submit it to the governing body of the unit for approval. The appraisal roll with amounts of tax entered as approved by the governing body constitutes the unit’s tax roll.”

Pablo "Paul" Villarreal, Jr., Assessor-Collector of Hidalgo County, and Mrs. Carmen A. Peña, RTA, Assessor-Collector of Starr County, have entered the amount of tax determined as provided by Section 26.09 Item (e) of the Property Tax Code and submitted to South Texas College the tax roll/tax levy totaling \$45,078,971.73. The comparison from the 2012 to 2013 tax levy by county was as follows:

	<u>Tax Year 2012</u> <u>Tax Roll/Levy</u>		<u>Tax Year 2013</u> <u>Tax Roll/Levy</u>
Hidalgo County	\$ 41,616,411.41	Hidalgo County	\$ 42,343,115.93
Starr County	\$ 2,735,414.30	Starr County	\$ 2,735,855.80
Total	<u>\$ 44,351,825.71</u>	Total	<u>\$ 45,078,971.73</u>

The Finance and Human Resources Committee recommended Board approval of the 2013 Tax Roll/Tax Levy for Hidalgo and Starr Counties as presented.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the 2013 Tax Roll/Tax Levy for Hidalgo and Starr Counties as presented. The motion carried.

Review and Action as Necessary on Appraisal District Allocated Cost Payments for Hidalgo County and Starr County

Approval to process payments to the Hidalgo County Appraisal District and Starr County Appraisal District for allocated cost, as described below, was requested.

The Hidalgo County Appraisal District and Starr County Appraisal District were considered a sole source and the College and other taxing entities were required to use their services to determine the assessed valuation of properties.

Each year the chief appraiser prepares a proposed budget for the operations of the appraisal district for the following tax year. The County's Appraiser submits copies of the budget to each taxing unit participating in the district and an estimate of the amount of the budget that will be allocated to each taxing unit.

Texas Property Tax Code Chapter 6 Section 6.06 (d) Appraisal District Budget and Financing indicates that the cost is allocated as follows: "Each taxing unit participating in the district is allocated a portion of the amount of the budget equal to the proportion that the total dollar amount of property taxes imposed in the district by the unit for the tax year in which the budget proposal is prepared bears to the sum of the total dollar amount of property taxes imposed in the district by each participating unit for that year".

Each taxing unit pays its allocation in four equal payments.

The tax year 2013 projected allocations, per the District's budgets, were \$449,667.00 for Hidalgo County Appraisal District and \$78,566.89 for Starr County Appraisal District, for a total of \$528,233.89. The first quarterly invoice was due by December 31, 2013 for Starr County and by January 10, 2014 for Hidalgo County.

The Tax Year 2013 allocations changed from the Tax Year 2012 allocations as follows:

- Hidalgo County Appraisal District increased by \$19,632.00
- Starr County Appraisal District decreased by \$4,229.53

The changes were based on the new year budgets of each Appraisal District.

The Finance and Human Resources Committee recommended Board approval of the payments to the Hidalgo County Appraisal District and the Starr County Appraisal District for the allocated cost as stated in the Texas Property Tax Code, Chapter 6, Section 6.06 (e) and as presented.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the payments to the Hidalgo County Appraisal District and the Starr County Appraisal District for the allocated cost as stated in the Texas Property Tax Code, Chapter 6, Section 6.06 (e) and as presented. The motion carried.

Review and Action as Necessary on Disposal/ Recycle of Automotive Technology Program Donated Vehicles

Approval on disposal/recycle of automotive technology program donated vehicles through Wilkinson Metal Recycling Center (McAllen, TX) with an estimated amount of \$800.00 to be received for the recycling of metal was requested.

This disposal was as per Policy #5135 Disposal of Surplus Property.

The four (4) vehicles were donated to the South Texas College Division of Technology Automotive Technology Program for student instruction by General Motors. After many years of use, the vehicles were no longer beneficial for student instruction due to the age of the vehicles and change in technology.

The General Motors vehicle donation program required that all donated vehicles that are no longer beneficial for student instruction be sent for scrapping at the time of disposal. When General Motors donated these vehicles to the College, it was with the understanding that the vehicles were strictly for student instruction and not to be driven on the road. In order for General Motors to assure that these vehicles will never be driven on the road, they required all instructional institutions to complete a scrapping certification/authorization form.

The list of the vehicles was provided in the packet for the Board's review and discussion.

The Finance and Human Resources Committee recommended Board approval of the disposal/recycle of automotive technology program donated vehicles through Wilkinson Metal Recycling Center (McAllen, TX) with an estimated amount of \$800.00 to be received for the recycling of metal as presented.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the disposal/recycle of automotive

technology program donated vehicles through Wilkinson Metal Recycling Center (McAllen, TX) with an estimated amount of \$800.00 to be received for the recycling of metal as presented. The motion carried.

Review and Action as Necessary on Disposal of Surplus Property with a Value of Over \$1,000 through Online Auction Services

Approval to dispose of surplus property with a value of over \$1,000 through The Public Group, a board approved vendor for online auction services, was requested.

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

The auction items were located at the South Texas College Receiving Department, 3700 W. Military Hwy., McAllen, TX. The online auction would begin on January 6, 2014 and continue until all items are sold.

A listing of the Surplus Property over \$1,000 to be auctioned was provided in the packet for the Board's information and review. These items were included in the College's inventory through the Banner system.

The Finance and Human Resources Committee recommended Board approval to dispose of surplus property with a value of over \$1,000 through The Public Group, a board approved vendor for online auction services, as presented.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the disposal of surplus property with a value of over \$1,000 through The Public Group, a board approved vendor for online auction services, as presented. The motion carried.

Review and Action as Necessary on Purchase of Vehicle Fuel through the State Fleet Card Program

Approval of purchase of motor vehicle fuel through the State Fleet Card Program using U. S. Bank Market Fleet Voyager (Dacula, GA) (New Vendor), through the State of Texas Procurement and Support Services (TPASS) acting by and through the State of Texas Council of Competitive Government (CCG), for the period beginning December 18, 2013 through December 31, 2016, at an estimated annual cost of \$70,000.00 was requested.

The fuel card program would be used for College-owned vehicles used by Mail Services, Central Receiving, Maintenance and Operations, and the STC Police Department for the day-to-day operations of the College.

Use of the fuel cards would be controlled by the STC Business Office in coordination with supervisors from departments using the cards. The Business Office would have the ability to monitor online all fuel purchase transactions.

The advantages of using the state fleet card program are as follows:

- Each card will be issued a personal identification (PIN) number and transaction limits
- Odometer Reading may be required at the pump
- Business Office staff may monitor transactions online
- Rebates/Discounts are paid quarterly
- 40,000 approved locations which include locations less than a mile from the college's campuses (current card is limited to one provider)
- The gas station with the best price can be selected
- Net 30 days for monthly payment with no additional charge
- Various reports are available online for reference

The College would be billed on a monthly basis for the actual fuel charges only. No other type of fees would be assessed to the College. The estimated price per gallon savings would increase from \$.02 to \$.052 which would be received quarterly in the form of a rebate. The rebate would be based on the vendors Texas sales volume average usage which can range from 1.150% to 1.760% as stated in the agreement.

It was anticipated that the fuel costs will remain approximately the same as current costs, however there are various advantages and additional controls through this vendor, as indicated above.

Funds for this expenditure were available in the Mail Services, Central Receiving, Maintenance and Operations, and STC Police Department budgets for FY 2013-2014.

The Finance and Human Resources Committee recommended Board approval of the purchase of motor vehicle fuel through the State Fleet Card Program using U. S. Bank Market Fleet Voyager (Dacula, GA) (New Vendor), through the State of Texas Procurement and Support Services (TPASS) acting by and through the State of Texas Council of Competitive Government (CCG), for the period beginning December 18, 2013 through December 31, 2016 as presented.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the purchase of motor vehicle fuel through the State Fleet Card Program using U. S. Bank Market Fleet Voyager (Dacula, GA)

(New Vendor), through the State of Texas Procurement and Support Services (TPASS) acting by and through the State of Texas Council of Competitive Government (CCG), for the period beginning December 18, 2013 through December 31, 2016 as presented. The motion carried.

Review and Action as Necessary on Texas General Land Office Electric Sales Agreement

Approval to contract with the Texas General Land Office (GLO) State Power Program for the purchase of electricity was requested. The terms could be for a period of one year through five years at varying kilowatt rates. Pricing on electric power and associated services from the State Power Program was administered by Cavallo Energy Texas, LLC. (Houston, TX).

The electric sales agreement, through the General Land Office (GLO), would provide electric power to all STC locations which includes seventy (70) meters. By contracting with the GLO, the College would meet the State procurement requirements. The GLO contract included an exemption to the following charges: gross receipt tax, PUC assessment fee and sales tax. The exemption of gross receipt tax and PUC assessment fee was not available through other providers.

The General Land Office provider offered the following rates which vary by term length:

Start Date	6/1/2014	6/1/2014	6/1/2014	6/1/2014	6/1/2014
Term	12	24	36	48	60
Effective Rate	\$.04947	\$.05027	\$.05052	\$.05059	\$.05052

The following is STC history on providers and rates:

Method	Service Provider	Period	Rate per kWh
General Land Office	Reliant	04/1/02 - 03/31/04	\$0.03944
General Land Office	Reliant	04/01/04 - 05/31/06	\$0.05397
RFP	Hino Electric	06/01/06 - 05/31/07	\$0.08099
RFP	Hino Electric	06/01/07 - 05/31/08	\$0.08650
RFP	Gexa Energy	06/01/08 - 05/31/11	\$0.10200
RFP/General Land Office	Cavallo Energy Texas	06/01/11 - 05/31/14	\$0.05676

Funds for this expenditure were available in the Utilities budget for FY 2013 - 2014.

The Finance and Human Resources Committee previously asked whether it would be advisable to solicit competitive bids from retailers. Mr. George McCaleb, Director of Operations, replied that a competitive bid process could conceivably result in a lower price to the College. However, the GLO has historically been very competitive. Additionally, the time taken to

complete an RFP and evaluation process to provide a recommendation to the Committee and the Board would likely see an increase in energy pricing.

Mr. Mark Michna, Senior Sales Director from Cavallo Energy Texas was at the Finance Committee meeting and spoke regarding volatility of rates and the advantages to securing a long term contract through the GLO. Mr. Michna also attended the December 17, 2013 Board Meeting to share the most current rate information, as well as to verbally commit to honoring the better of the rate presented at the meeting or the rate as of ten a.m. the following morning (which allowed time for the contract to be completed during normal business hours).

Pricing on electric power and associated services from the State Power Program was administered by Cavallo Energy Texas, LLC. (Houston, TX).

The Finance and Human Resources Committee recommended Board approval to contract with the Texas General Land Office State Power Program for the purchase of electricity for a contract period of five years at their effective rate. The effective rate will be established on Tuesday, December 17, 2013 prior to the Board meeting.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized contracting with the Texas General Land Office State Power Program for the purchase of electricity for a contract period of five years at their effective rate. The motion carried.

Review and Action as Necessary to Approve Request for Qualifications for 2013 Bond Construction Program Management Services

Approval of Request for Qualifications for 2013 Bond Construction Program Management Services was requested.

As the College prepared for implementation of the 2013 Bond Construction Program, staff proposed to commence with the solicitation for Qualifications for the Bond Construction Program Management Services. Staff attended at the December 17, 2013 Board meeting to review the proposed Request for Qualifications (RFQ) for Construction Program Management Services.

The proposed RFQ was reviewed by administrative staff, legal counsel, and the Board Facilities Committee, and is presented for review and consideration by the Board. The RFQ was organized by the following sections:

- Section 1 – General information and intent of the RFQ, history and general requirements of the RFQ
- Section 2 – Description of services to be provided
- Section 3 – Requirement for statement of qualifications
- Section 4 – Format for statement of qualifications

Section 5 – Information on pre-qualification conference

The Facilities Committee recommended Board approval of the Request for Qualifications for 2013 Bond Construction Program Management Services and requested a provision be added to prohibit the Construction Program Management firm from using affiliated architects, engineers, contractors, subcontractors, or material suppliers on any projects they would manage under contract with the College. The proposed RFQ included this provision in section 1.9

During the Board Meeting, Legal Counsel proposed additional revision to the language in section 1.9, regarding conflict of interest between the Construction Program Management firm and any design, contractors, subcontractors, or material suppliers involved in the projects it would manage under contract with the College. Legal Counsel suggested language that clarified the nature of the restriction after brief dialogue with the Trustees ensured that the language was clear, concise, and prohibited unethical and unlawful conduct.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the Request for Qualifications for 2013 Bond Construction Program Management Services as revised in consultation with Legal Counsel. The motion carried.

Review and Action as Necessary on Substantial Completion of Hail Damage Repairs for Pecan Campus Buildings M, N, Portable Buildings, and Casso Residence

Approval of substantial completion of Hail Damage Repairs for Pecan Campus Buildings M (Information Technology), N (Institutional Support), Portable Buildings, and Casso Residence was requested.

During the March, 2012 hail storm, buildings on the Pecan Campus were damaged. Repair for these damages were included in the insurance adjuster's list of damaged items. Plans and specifications describing the repairs were issued by Amtech Building Sciences for repair of each building or phase. Job Order Contractor proposals for building repairs were submitted by SpawGlass Contractors and approved. SpawGlass had since accomplished substantial completion for these phases of repair.

Planning & Construction staff along with representatives from Amtech Building Sciences visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, Certificates of Substantial Completion for these phases of repair were prepared. Copies of the Substantial Completion Certificates were included in the packet.

SpawGlass Contractors would continue working on the punch list items identified and would have thirty (30) days to complete before final completion can be recommended for approval. It was anticipated that final acceptance of this project would be recommended for approval at the January, 2014 Board meeting.

The Facilities Committee recommended Board approval of the substantial completion of Hail Damage Repairs for Pecan Campus Buildings M, N, Portable Buildings, and Casso Residence as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the substantial completion of Hail Damage Repairs for Pecan Campus Buildings M, N, Portable Buildings, and Casso Residence as presented. The motion carried.

Review and Action as Necessary on Final Completion of Hail Damage Repairs for Pecan Campus Buildings A, C, and F

Approval of final completion and release of final payments for the Pecan Campus Hail Damage Repairs for Buildings A, C, and F was requested.

It was recommended that final completion and release of final payment for these projects with SpawGlass Contractors be approved. The original costs approved for these projects are summarized in the following chart:

Building	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
A	\$442,045	(\$95,531.43)	\$346,513.57	\$335,172.10	\$11,341.47
C	\$414,294	(\$70,310.16)	\$343,983.84	\$305,215.06	\$38,768.78
F	\$1,018,308	(\$68,796.14)	\$949,511.86	\$774,563.04	\$174,948.82

STC Planning & Construction Department staff and project architect with Amtech Building Sciences inspected the sites to confirm that all punch list items were completed. Amtech Building Sciences provided the letters recommending acceptance of final completion and release of final payment pending delivery of closeout documents.

The Facilities Committee recommended Board approval of the final completion and release of final payments for the Pecan Campus Hail Damage Repairs for Buildings A, C, and F with SpawGlass Contractors as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the final completion and release of final payments for the Pecan Campus Hail Damage Repairs for Buildings A, C, and F with SpawGlass Contractors as presented. The motion carried.

Review and Action as Necessary on Contracting Construction Services for District Wide Automatic Door Openers Phase II

Approval to select a contractor for the District Wide Automatic Door Openers Phase II project was requested.

For fiscal year 2013-2014 construction funds were budgeted for Phase II installation of automatic door openers district wide. Although not required by current ADA code, automatic door openers were installed at high traffic building entrances. Staff surveyed all campus buildings to determine where additional automatic door openers would be most beneficial. The installation of these openers provides convenience for faculty, staff and students with disabilities or who may otherwise have difficulty opening a standard exterior door.

STC staff and ACR Engineering issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began October 28, 2013. One (1) proposal was issued and a total of two (2) proposals were received on November 21, 2013.

Timeline for Solicitation of Competitive Sealed Proposals	
October 28, 2013	Solicitation of competitive sealed proposals. One (1) set of construction documents were issued.
November 21, 2013	Two (2) proposals were received.

Staff evaluated these proposals and prepared a proposal summary, included within the Board packet. It was recommended that the top ranked contractor be recommended for Board approval.

Funds were available in the FY2013-2014 Construction budget.

Source of Funding	Amount Budgeted	Highest Ranked Proposal
Construction	\$130,000	\$96,500

The Facilities Committee recommended Board approval of the contracting of construction services with 5 Star Construction in the amount of \$96,500 for the District Wide Automatic Door Openers Phase II project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized contracting construction services with 5 Star Construction in the amount of \$96,500 for the District Wide Automatic Door Openers Phase II project as presented. The motion carried.

Review and Action as Necessary on Substantial Completion of the Mid Valley Campus South Academic Building Art Lab Improvements

Approval of substantial completion for the Mid Valley Campus South Academic Building Art Lab Improvements was requested.

Engineers with Boultinghouse Simpson Gates Architects and STC staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, a Certificate of Substantial Completion for the project was certified on December 3, 2013. A copy of the Substantial Completion Certificate was provided in the packet.

All Pro Contractors, Inc. would continue working on the punch list items identified and would have thirty (30) days to complete before final completion can be recommended for approval. It was anticipated that final acceptance of this project would be recommended for approval at the January, 2014 Board meeting.

The Facilities Committee recommended Board approval of the substantial completion of the Mid Valley Campus South Academic Building Art Lab Improvements project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias the Board of Trustees of South Texas College approved and authorized the substantial completion of the Mid Valley Campus South Academic Building Art Lab Improvements project as presented. The motion carried.

Update on Status of Construction Projects

The Facilities Planning & Construction staff included a design and construction update. This update summarized the status of each capital improvement project currently in progress. Staff added a new Construction Projects Progress Report that gave a quick, one-page view of ongoing projects.

This item was for the Board's information only. No action was requested.

Consideration and Approval of Checks and Financial Reports

Board action was requested to approve the checks for release and the financial reports for the month of November 2013. The approval was for checks submitted for release in the amount greater than \$50,000 and checks in the amount greater than \$10,000 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, attended to provide a review of the Financial Report for the month of November 2013, as needed.

The checks and the financial reports submitted for approval were included in the Board packet under separate cover.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Board of Trustees approved the submitted checks for release in an amount over \$50,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of November 2013. The motion carried.

Ms. Rose Benavidez announced that the following items were included within the Board Packet:

Informational Items

- President's Report

- Board Committee Meeting Minutes:
 - December 12, 2013 Facilities Committee
 - December 12, 2013 Finance and Human Resources Committee

Announcements

A. Next Meetings:

- Education and Workforce Development Committee Meeting, Thursday, January 16, 2014 at 3:00 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Facilities Committee Meeting, Thursday, Thursday, January 16, 2014 at 4:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Finance and Human Resources Committee Meeting, Thursday, January 16, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Regular Meeting of the Board of Trustees, Tuesday, January 28, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas

B. Other Upcoming News:

- Board Holiday Dinner, Tuesday, December 17, 2013 at 7:30 p.m., *El Divino*, 5001 North 10th Street, McAllen, Texas.

Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 6:52 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, December 17, 2013 Regular Board Meeting of the South Texas College Board of Trustees.

Mrs. Graciela Farias

Secretary

Approval and Authorization to Accept Grant Award(s)

Authorization to accept and approve the following grant award(s) and use of related funds as authorized by each grant is requested:

1. The "Winning Reading Program" Grant

The "Winning Reading Program" grant from The Rotary Club of McAllen will begin February 1, 2014 and run through August 31, 2014 in the amount not to exceed \$3,322.

Authorization is also requested to use the funds for tuition, fees and student materials as approved in the grant.

STC's Continuing Education department will provide 160 hours of reading services to 16 students using the "Winning" Reading Program. The goal of this program is for students to improve their reading skills by gaining a minimum of two grade levels.

2. The Learn and Earn Grant

The Learn and Earn Grant award from the Communities Foundation of Texas and Educate Texas is in the amount of \$10,000 for the period of February 2014 to May 2014. This grant would allow South Texas College to hire students enrolled in the Precision Manufacturing Technology (PMT) program, on a part-time basis, as approved by the awarding organizations. The purpose of this grant is to improve success rates for PMT students by giving them the opportunity to earn an income and work for the program they are majored in while continuing their education.

3. Additional Grants Received/Pending Official Award

The approved grant will provide up to \$13,322 in additional funding for the College to provide services and opportunities throughout the region.

Recommendation:

It is recommended the Board of Trustees approve and authorize accepting the following grant award(s) and use of related funds as authorized by each grant, contingent upon official award as appropriate:

1. The "Winning Reading Program" Grant

2. The Learn and Earn Grant

3. Additional Grants Received/Pending Official Award

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes accepting the following grant award(s) and using related funds as authorized by each grant, contingent upon official award as appropriate:

1. The "Winning Reading Program" Grant
2. The Learn and Earn Grant
3. Additional Grants Received/Pending Official Award

Approval Recommended:

**Shirley A. Reed, M.B.A., Ed.D.
President**

Consider and Approve an Order Authorizing the Issuance, Sale and Delivery of South Texas College Limited Tax Bonds, Series 2014; Levying a Continuing Direct Annual Ad Valorem Tax Within the Limits Authorized by State Law; Authorizing the Execution of a Bond Purchase Contract; Approving an Official Statement, and Making Other Provisions Regarding Such Bonds and Matters Incident Thereto

Approval of Order Authorizing the Issuance, Sale and Delivery of South Texas College Limited Tax Bonds, Series 2014; Levying a Continuing Direct Annual Ad Valorem Tax Within the Limits Authorized by State Law; Authorizing the Execution of a Bond Purchase Contract; Approving an Official Statement, and Making Other Provisions Regarding Such Bonds and Matters Incident Thereto is requested.

First Southwest Company and staff have continued to work on the issuance of the Limited Tax Bonds, Series 2014. Staff has provided updated information for the Preliminary Official Statement and has held conference calls with First Southwest Company, Rating Agencies, Ricardo Perez, underwriter counsel, Jesus Ramirez, STC bond counsel, and representatives of the underwriting syndicate on different issues.

The following timeline was followed:

- Thursday, December 19, 2013 Send Preliminary Official Statement and related documents to rating agencies
- Week of January 13, 2014 Conference calls with rating agencies
- Tuesday, January 21, 2014 Preliminary Official Statement goes to i-Deal web site for posting
- Wednesday, January 22, 2014 Receive ratings
- Monday and Tuesday, January 27-28, 2014 Pricing
- Tuesday, January 28, 2014 Board of Trustees meeting to conduct sale of bonds and to consider the adoption of the Order Authorizing the Issuance of the Tax Bonds and Adopting the Order approving and authorizing the execution of the Bond Purchase Agreement
- Wednesday, February 26, 2014 Closing date

The pricing for the Limited Tax Bonds, Series 2014 will be held on Monday and Tuesday, January 27-28, 2014. A Transaction Summary will be presented at the meeting by Anne Burger Entekin with First Southwest.

The College's legal counsel and bond counsel, Jesus Ramirez prepared a draft Order. The draft Bond Purchase Contract was prepared by the underwriters counsel, Ricardo Perez, and reviewed by the College's bond counsel. Included for your review are Preliminary Official Statement and a Draft Order.

A final Order and all other related documents will be presented at the Board meeting for the Board's consideration and review.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the Order Authorizing the Issuance, Sale and Delivery of South Texas College Limited Tax Bonds, Series 2014; Levying a Continuing Direct Annual Ad Valorem Tax Within the Limits Authorized by State Law; Authorizing the Execution of a Bond Purchase Contract; Approving an Official Statement, and Making Other Provisions Regarding Such Bonds and Matters Incident Thereto as presented and any other necessary action.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the Order Authorizing the Issuance, Sale and Delivery of South Texas College Limited Tax Bonds, Series 2014; Levying a Continuing Direct Annual Ad Valorem Tax Within the Limits Authorized by State Law; Authorizing the Execution of a Bond Purchase Contract; Approving an Official Statement, and Making Other Provisions Regarding Such Bonds and Matters Incident Thereto as presented and any other necessary action.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

ORDER AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF SOUTH TEXAS COLLEGE LIMITED TAX BONDS, SERIES 2014 AND MAKING OTHER PROVISIONS REGARDING SUCH BONDS AND MATTERS INCIDENT THERETO.

STATE OF TEXAS §
COUNTIES OF HIDALGO & STARR §
SOUTH TEXAS COLLEGE §

WHEREAS, the Board of Trustees (the "Board") of the South Texas College (the "College"), by an order adopted on June 25, 2013 called an election (the "Election") for the purpose of obtaining the approval of the resident, qualified electors in the District of the issuance of \$159,028,940 in bonds for the purpose of construction and equipment of school buildings and the purchase of the necessary sites therefor; and

WHEREAS, the Election was held on November 5, 2013, in accordance with provisions of the Texas Constitution and \$159,028,940 in bonds were approved to be issued by a vote of 11,643 to 9,505 as a result of which the College is authorized by the Constitution and laws of the State of Texas, including Sections 45.001 and 45.003(b)(1) of the Texas Education Code, to issue such authorized amount of bonds; and

WHEREAS, \$159,028,940 of the school building bonds remain authorized but unissued; and

WHEREAS, the College further finds and determines that \$50,000,000 of the authorized and unissued school building bonds should be issued and sold at this time; that such amount of the Bonds will be the first installment of bonds authorized at the Election; and that the College will have \$109,028,940 in authorized but unissued school building bonds remaining after the sale and delivery of the bonds to be issued herein.

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF TRUSTEES OF THE SOUTH TEXAS COLLEGE:

1. Definitions. Throughout this Order the following terms and expressions as used herein shall have the meanings set forth below:

The term "Attorney General" shall mean the Attorney General of Texas.

The term "Board" shall mean the Board of Trustees of the College.

The term "Bonds" shall mean the "South Texas College Limited Tax Bonds, Series 2014," (and all other substitute bonds and replacement bonds issued pursuant hereto), and the term "Bond" shall mean any one of the Bonds.

The term "Business Day" shall mean any day that is not a Saturday, Sunday, a day on which the Paying Agent/Registrar is authorized by law or executive order to remain closed or a legal holiday.

The term "Code" shall mean the Internal Revenue Code of 1986, as amended.

The term "Comptroller" shall mean the Comptroller of Public Accounts of the State of Texas.

The term "Debt Service Fund" shall mean the debt service fund required to be established by the College pursuant to Section 20 of this Order.

The term "College" and "District" shall mean the South Texas College District, and any successor to its duties and functions.

The term "DTC" shall mean The Depository Trust Company of New York, New York, or any successor securities depository.

The term "DTC Participant" shall mean brokers and dealers, bank, trust companies, clearing corporations and certain other organizations on whose behalf DTC was created to hold securities to facilitate the clearance and settlement of securities transactions among DTC Participants.

The term "Fiscal Year" shall mean the College's then designated fiscal year, which shall be the twelve-month period beginning on September 1 of one year and ending on August 31 of the following year or such other period of twelve months as may be approved by the Board of Trustees.

The term "Government Securities" means (a) direct, noncallable obligations of the United States of America, including obligations that are unconditionally guaranteed by the United States of America, (b) noncallable obligations of an agency or instrumentality of the United States of America, including obligations that are unconditionally guaranteed or insured by the agency or instrumentality and that are rated as to investment quality by a nationally recognized investment rating firm not less than "AAA" or its equivalent, and (c) noncallable obligations of a state or an agency or a county, municipality, or other political subdivision of a state that have been refunded and that are rated as to investment quality by a nationally recognized investment rating firm not less than "AAA" or its equivalent.

The term "Interest Payment Date" when used in connection with any Bond, shall mean February 15 and August 15 of each year, commencing February 15, 2015 and continuing thereafter until maturity.

The term "Issue Date" shall mean the date on which the Bonds are delivered to, and paid for by the purchasers of the Bonds.

The term "Issuer" shall mean the College.

The term "MSRB" means the Municipal Securities Rulemaking Board.

The term "Order" as used herein and in the Bonds shall mean this order authorizing the Bonds.

The term "Outstanding", when used with respect to the Bonds, shall mean, as of a particular date, all Bonds theretofore and thereupon delivered pursuant to this Order except: (a) any Bond canceled by or on behalf of the College at or before such date; (b) any Bond defeased pursuant to the defeasance provisions of this Order or otherwise defeased as permitted by applicable law; and (c) any Bond in lieu of or in substitution for which a replacement Bond shall have been delivered pursuant to this Order.

The term "Owner" shall mean any person who shall be the registered owner of any outstanding Bond.

The term "Paying Agent/Registrar" shall mean BOKF, NA dba Bank of Texas, Austin, Texas and its successors in the capacities of paying agent and registrar for the Bonds.

The term "Purchaser" shall mean the initial purchaser of the Bonds designated in this Order.

The term "Record Date," as used in connection with any Bond, shall mean the close of business on the last business day of the month next preceding each Interest Payment Date.

The term "Register" shall mean the books of registration kept by the Paying Agent/Registrar in which are maintained the names and addresses of, and the principal amounts of the Bonds registered to, each Owner of Bonds.

The term "Registered Owner or Owners" shall mean the person or entity in whose name any Bond is registered in the Register.

The term "Rule" shall mean SEC Rule 15c2-12, as amended from time to time.

The term "SEC" shall mean the United States Securities and Exchange Commission.

All terms defined herein and all pronouns used in this Order shall be deemed to apply equally to singular and plural and to all genders. The titles and headings of the sections are for convenience of reference only and are not to be considered a part hereof and shall not in any way modify or restrict any of the terms and provisions hereof. This Order and all the terms and provisions hereof shall be liberally construed to effectuate the purposes set forth herein and to sustain the validity of the Bonds and the validity of the levy of ad valorem taxes to pay the principal of and interest on the Bonds.

2. Findings. The College hereby finds and determines that the recitals contained in the preamble hereto are true and correct and hereby incorporates the said recitals in the preamble as if set forth in full at this place.

3. Amount; Authorization; Purposes. The Bonds shall be issued in fully registered form, without coupons, in the total authorized aggregate principal amount of Fifty Million Dollars (\$50,000,000) to provide funds to be used for the construction and equipping of college buildings to accommodate increased student enrollment and to pay issuance costs in accordance with the Constitution and laws of the State of Texas, including particularly Section 1207, Texas Government Code, as amended.

4. Designation, Date and Interest Payment Dates. The Bonds shall be designated as the "South Texas College Limited Tax Bonds, Series 2014" and shall be dated for convenience purposes January 15, 2014 (the "Dated Date"). The Bonds shall bear interest at the rates set forth in Section 5 of this Order from the later of the date of delivery, or the most recent Interest Payment Date to which such interest has been paid or duly provided for, calculated on the basis of a 360-day year of twelve 30-day months, payable on February 15 and August 15 of each year, commencing February 15, 2015, until maturity of the Bonds.

5. Initial Bonds; Numbers and Denominations. The Bonds herein authorized shall be issued initially either (i) as a single fully registered Bond in the total principal amount of \$50,000,000 with principal installments to become due and payable as provided in this section 5 and numbered T-1, or (ii) as separate fully registered Bonds for each year of stated maturity in the applicable principal amounts and denominations and to be numbered consecutively from T-1 and upward (the "Initial Bond(s)"), each to become due and payable as provided for in this section 5 hereof. The Initial Bonds shall be registered in the name of the initial Purchaser(s) or the designee(s) thereof.

The Initial Bond(s) shall be submitted to the office of the Attorney General of the State of Texas (hereinafter the "Attorney General") for approval, certified and registered by the office of the Comptroller of Public Accounts (hereinafter the "Comptroller") and delivered to the Initial Purchaser(s). Any time after the delivery of the Initial Bond(s), the Paying Agent/Registrar, pursuant to written instructions from the Purchaser(s), or the designee(s) thereof, shall cancel the Initial Bond(s) delivered hereunder and exchange therefor definitive Bonds of authorized denominations, stated maturities, principal amounts and bearing applicable interests rates for transfer and delivery to the holders named at the addresses identified therefor; all pursuant to and in accordance with such written instructions from the Purchaser(s), or the designee(s) thereof, and such other information and documentation as the Paying Agent/Registrar may reasonably require. The Initial Bond(s) submitted to the Attorney General of Texas may be typewritten or photocopied or otherwise reproduced.

The Bonds shall mature and be payable serially on August 15 in each of the years and in the principal amounts as follows:

MATURITY SCHEDULE

Year Of Maturity	Principal Amount (\$)	Interest Rates (%)
2019		
2020		
2021		
2022		
2023		
2024		
2025		
2026		
2027		
2028		
2029		
2030		
2031		
2032		
2033		
2034		

6. The Bonds are subject to redemption prior to maturity as follows:

(a) The District reserves the right, at its option, to redeem the Bonds having stated maturities on and after February 15, 2024 prior to maturity, in whole or in part, in such manner as the District may select, on February 15, 2023, and on any date thereafter, at a price of par plus accrued interest on the principal amounts called for redemption to the date fixed for redemption. If less than all of the Bonds are redeemed, the particular Bonds or portions thereof to be redeemed shall be selected at random and by lot by the Paying Agent/Registrar on behalf of the District.

(b) The Bonds may be redeemed only in integral multiples of \$5,000 of principal amount. If a Bond subject to redemption is in a denomination larger than \$5,000, a portion of such Bond may be redeemed, but only in integral multiples of \$5,000. In selecting portions of Bonds for redemption, the Paying Agent/Registrar shall treat each Bond as representing that number of Bonds of \$5,000 denomination which is obtained by dividing the principal amount of such Bond by \$5,000. Upon surrender of any Bond for redemption in part, the Paying Agent/Registrar, in accordance with the provisions of this Order, shall authenticate and deliver in exchange therefor a Bond or Bonds of like maturity and interest rate in an aggregate principal amount equal to the unredeemed portion of the Bond so surrendered.

(c) Not less than thirty (30) days prior to redemption date for the Bonds, notice of such redemption shall be sent by U.S. mail, first class postage prepaid, in the name of the District to each Owner of a Bond to be redeemed in whole or in part at the address of such Owner appearing on the Register at the close of business on the Business Day next preceding the date of mailing. Such notices shall state the redemption date, the redemption price, the place at which Bonds are to be surrendered for payment and, if less than all Bonds outstanding are to be

redeemed, the numbers of Bonds or portions thereof to be redeemed. Any notice of redemption so mailed as provided in this section will be conclusively presumed to have been duly given, whether or not the Owner receives such notice. By the date fixed for redemption, due provision shall be made with the Registrar for payment of the redemption price of the Bonds or portions thereof to be redeemed. When Bonds have been called for redemption in whole or in part, notice of redemption has been given as herein provided and due provision has been made to redeem the same, the Bonds or portions thereof so redeemed shall no longer be regarded to be outstanding, except for the purpose of receiving payment solely from the funds so provided for redemption, and interest which would otherwise accrue after the redemption date on any Bond or portion thereof called redemption shall terminate on the date fixed for redemption.

(d) The Paying Agent/Registrar and the District, so long as a Book-Entry-Only System is used for the Bonds, will send any notice of redemption, notice of proposed amendments to the Order or other notices with respect to the Bonds only to DTC. Any failure by DTC to advise any DTC participant, (or of any DTC participant or indirect participant to notify the Beneficial Owner), shall not affect the validity of the redemption of the Bonds called for redemption or any other action premised on any such notice. Redemption of portions of the Bonds by the District will reduce the outstanding principal amount of such Bonds held by DTC. In such event, DTC may implement, through its Book-Entry-Only System, a redemption of such Bonds held for the account of DTC participants in accordance with its rules or other agreements with DTC participants and then DTC participants and indirect participants may implement a redemption of such Bonds from the Beneficial Owners. Any such selection of Bonds to be redeemed will not be governed by the Order and will not be conducted by the District or the Paying Agent/Registrar. Neither the District nor the Paying Agent/Registrar will have any responsibility to DTC participants, indirect participants or the persons for whom DTC participants act as nominees, with respect to the payments on the Bonds or the providing of notice to DTC participants, indirect participants, or Beneficial Owners of the selection of portions of the Bonds for redemption.

7. Execution of Bonds; Seal. The Bonds shall be signed by the Chairperson of the Board and countersigned by the Secretary of the Board, by their manual or facsimile signatures, and the official seal of the College shall be impressed or placed in facsimile thereon. Such facsimile signatures on the Bonds shall have the same effect as if each of the Bonds had been signed manually and in person by each of such officers, and such facsimile seal on the Bonds shall have the same effect as if the official seal of the College had been manually impressed upon each of the Bonds. If any officer of the College whose signature shall be on the Bonds, or on any certification required in connection with the Bonds, shall cease to be such officer before the authentication of such Bonds or before the delivery of such Bonds or certification required in connection with the Bonds, such signature shall nevertheless be valid and sufficient for all purposes as if such officer had remained in such office.

8. Approval by Attorney General; Registration by Comptroller. The Initial Bond(s) shall be delivered to the Attorney General for approval and shall be registered by the Comptroller. The Chairperson and the Secretary of the Board are authorized hereby to have control and custody of the Bonds and all necessary records and proceedings pertaining thereto pending their delivery, and the Chairperson and the Secretary and other officers and employees of the College are

hereby authorized and directed to make such certifications and to execute such instruments as may be necessary to accomplish the delivery of the Bonds and to assure the investigation, examination and approval thereof by the Attorney General and the registration of the Initial Bonds by the Comptroller. Upon registration of the Bonds, the Comptroller (or the Comptroller's bond clerk, or an assistant bond clerk lawfully designated in writing to act for the Comptroller) shall manually execute the registration certificate of the Comptroller substantially in the form provided in Section 17 of this Order, and such certificate shall be affixed or attached to the Bonds to be initially issued, and the seal of the Comptroller shall be impressed, or placed in facsimile, thereon.

9. Authentication. Except for the Initial Bonds, which need not be authenticated by the Paying Agent/Registrar, only such Bonds as shall bear thereon a certificate of authentication, substantially in the form provided in Section 18 of this Order, manually executed by an authorized representative of the Paying Agent/Registrar, shall be entitled to the benefits of this Order or shall be valid or obligatory for any purpose. Such duly executed certificate of authentication shall be conclusive evidence that the Bond so authenticated was delivered by the Paying Agent/Registrar hereunder.

10. Payment of Principal and Interest; Paying Agent/Registrar; Payment of Paying Agency. The Paying Agent/Registrar is hereby appointed as the registrar and paying agent for the Bonds pursuant to the terms and provisions of the Paying Agent/Registrar Agreement, a copy of which is attached hereto as Exhibit "B", which is hereby authorized, approved and incorporated hereto by reference by the Board and which the appropriate officials of the College are hereby authorized to execute. The officers of the College are each hereby authorized to execute, attest and affix the College's seal to the Paying Agent/Registrar Agreement, the terms and provisions of which are hereby approved. Such initial Paying Agent/Registrar and any successor, by undertaking the performance of the duties of the registrar and paying agent hereunder, and in consideration of the payment of any fees pursuant to the terms of the agreement between the Paying Agent/Registrar and the College and/or the deposits of money pursuant to this Order, shall be deemed to accept and agree to abide by the terms of this Order. All money transferred to the Paying Agent/Registrar in its capacity as registrar or paying agent for the Bonds under this Order (except any sums representing registrar or paying agent fees) shall be held in trust for the benefit of the College, shall be the property of the College and shall be disbursed in accordance with this Order. All matured Bonds presented to the Paying Agent/Registrar for payment shall be paid without the necessity of further instructions from the College. Such Bonds shall be canceled as provided herein.

The principal price of the Bonds shall be payable without exchange or collection charges, in any coin or currency of the United States of America which, on the date of payment, is legal tender for the payment of debts due the United States of America, upon their presentation and surrender, as they respectively become due and payable, at the trust office of the Paying Agent/Registrar. The interest on each Bond shall be payable by check dated as of the Interest Payment Date and mailed by the Paying Agent/Registrar on or before each Interest Payment Date to the Owner of record as of the Record Date, to the address of such Owner as shown on the Register. Any accrued interest payable at maturity on a Bond shall be paid upon presentation and surrender of such Bond at the principal trust office of the Paying Agent/Registrar.

If the date for payment of the principal of or interest on any Bond is not a Business Day, then the date for such payment shall be the next succeeding Business Day with the same force and effect as if made on the date payment was originally due.

11. Successor Paying Agents/Registrars. The College covenants that at all times while any Bonds are outstanding it will provide a legally qualified bank, trust company, financial institution or other agency to act as Paying Agent/Registrar for the Bonds. The College reserves the right to change the Paying Agent/Registrar for the Bonds on not less than sixty (60) days' written notice to the Paying Agent/Registrar, as long as any such notice is effective not less than 60 days prior to the next succeeding principal or interest payment date on the Bonds. Promptly upon the appointment of any successor Paying Agent/Registrar, the District or the previous Paying Agent/Registrar, on behalf of the District, shall deliver the Register or a copy thereof to the new Paying Agent/Registrar, and the new Paying Agent/Registrar shall notify each Owner, by United States mail, first class postage prepaid, of such change and of the address of the new Paying Agent/Registrar. Each Paying Agent/Registrar hereunder, by acting in that capacity, shall be deemed to have agreed to the provisions of this Order.

12. Special Record Date. In the event of a nonpayment of interest on any Interest Payment Date which continues for thirty (30) days thereafter, the Paying Agent/Registrar shall establish a new record date for the payment of such interest (the "Special Record Date"). The Paying Agent/Registrar shall establish a Special Record Date upon receipt of funds from or on behalf of the College to make such interest payment. The Special Record Date shall be fifteen days prior to the scheduled payment date of past due interest. Notice of the scheduled payment date of past due interest and the Special Record Date shall be given by U.S. mail, first class postage prepaid, not later than five (5) days prior to the Special Record Date, to each Owner of an affected Bond as of the close of business on the Business Day prior to the mailing of such notice.

13. Ownership; Unclaimed Principal and Interest. The College, the Paying Agent/Registrar and any other person may treat the person in whose name any Bond is registered as the absolute Owner of such Bond for the purpose of making and receiving payment of the principal of or interest on such Bond and for all other purposes, whether or not such Bond is overdue, and neither the College nor the Paying Agent/Registrar shall be bound by any notice or knowledge to the contrary. All payments made to the person deemed to be the Owner of any Bond in accordance with this Section shall be valid and effectual and shall discharge the liability of the College and the Paying Agent/Registrar upon such Bond to the extent of the sums paid.

Amounts held by the Paying Agent/Registrar which represent principal of and interest on the Bonds remaining unclaimed by the Owner after the expiration of three (3) years from the date such amounts have become due and payable shall be reported and disposed of by the Paying Agent/Registrar in accordance with the applicable provisions of Texas law, including, to the extent applicable, Title 6 of the Texas Property Code, as amended. To the extent such provisions of the Texas Property Code do not apply to the funds, such funds shall be paid by the Paying Agent/Registrar to the College upon receipt by the Paying Agent/Registrar of a written request

therefor from the College. The Paying Agent/Registrar shall have no liability to the Owners of the Bonds by virtue of actions taken in compliance with this Section.

14. Registration, Transfer and Exchange. As long as any Bonds remain outstanding, the Paying Agent/Registrar shall keep the Register at its corporate trust office and, subject to such reasonable regulations as it may prescribe, the Paying Agent/Registrar shall provide for the registration and transfer of Bonds in accordance with the terms of this Order.

Each Bond shall be transferable only upon the presentation and surrender thereof at the corporate trust office of the Paying Agent/Registrar, duly endorsed for transfer or accompanied by an assignment duly executed by the registered Owner or his authorized representative in form satisfactory to the Paying Agent/Registrar. Upon due presentation of any Bond in proper form for transfer, the Paying Agent/Registrar shall authenticate and deliver in exchange therefor, within seventy-two (72) hours after such presentation, a new Bond or Bonds, registered in the name of the transferee or transferees, in authorized denominations and of the same maturity and aggregate principal amount and bearing interest at the same rate as the Bond or Bonds so presented.

All Bonds shall be exchangeable upon presentation and surrender thereof at the trust office of the Paying Agent/Registrar for a Bond or Bonds of the same maturity and interest rate and in any authorized denomination, in an aggregate principal amount equal to the unpaid principal amount of the Bond or Bonds presented for exchange. The Paying Agent/Registrar shall be and is hereby authorized to authenticate and deliver exchange Bonds in accordance with the provisions of this Section. Each Bond delivered in accordance with this Section shall be entitled to the benefits and security of this Order to the same extent as the Bond or Bonds in lieu of which such Bond is delivered.

The College or the Paying Agent/Registrar may require the Owner of any Bond to pay a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with the transfer or exchange of such Bond. Any fee or charge of the Paying Agent/Registrar for such transfer or exchange shall be paid by the College.

15. Mutilated, Lost or Stolen Bonds. Upon the presentation and surrender to the Paying Agent/Registrar of a damaged or mutilated Bond, the Paying Agent/Registrar shall authenticate and deliver in exchange therefor a replacement Bond of like maturity, interest rate and principal amount, bearing a number not contemporaneously outstanding. The College or the Registrar may require the Owner of a damaged or mutilated Bond to pay a sum sufficient to cover any tax or other governmental charge that may be imposed in connection therewith, including the fees and expenses of the Registrar.

If any Bond is lost, apparently destroyed or wrongfully taken, the College, pursuant to the applicable laws of the State of Texas and in the absence of notice or knowledge that such Bond has been acquired by a bona fide purchaser, shall execute and the Paying Agent/Registrar shall authenticate and deliver a replacement Bond of like maturity, interest rate and principal amount, bearing a number not contemporaneously outstanding. The College or the Paying

Agent/Registrar may require the Owner of a lost, apparently destroyed or wrongfully taken Bond, before any replacement Bond is issued, to:

- (a) furnish to the College and the Paying Agent/Registrar satisfactory evidence of the ownership of and the circumstances of the loss, destruction or theft of such Bond;
- (b) furnish such security or indemnity as may be required by the Paying Agent/Registrar and the College to save them harmless;
- (c) pay all expenses and charges in connection therewith, including, but not limited to, printing costs, legal fees, fees of the Paying Agent/Registrar and any tax or other governmental charge that may be imposed; and
- (d) meet any other reasonable requirements of the College and the Paying Agent/Registrar.

If, after the delivery of a replacement Bond, a bona fide purchaser of the original Bond in lieu of which such replacement Bond was issued presents for payment such original Bond, the College and the Paying Agent/Registrar shall be entitled to recover such replacement Bond from the person to whom it was delivered or any person taking therefrom, except a bona fide purchaser, and shall be entitled to recover upon the security or indemnity provided therefor to the extent of any loss, damage, cost or expense incurred by the College or the Paying Agent/Registrar in connection therewith.

If any such mutilated, lost, apparently destroyed or wrongfully taken Bond has become or is about to become due and payable, the College in its discretion may, instead of issuing a replacement Bond, authorize the Paying Agent/Registrar to pay such Bond.

In accordance with Chapter 1207, Texas Government Code, as amended, each replacement Bond delivered in accordance with this Section shall be entitled to the benefits and security of this Order to the same extent as the Bond or Bonds in lieu of which such replacement Bond is delivered. This section further constitutes authority for the issuance of any such replacement Bond without necessity of further action by the governing body of the College or any other body or person, and the duty of replacement of such bonds is hereby authorized and imposed upon the Paying Agent/Registrar.

16. Cancellation of Bonds. All Bonds paid or redeemed in accordance with this Order, and all Bonds in lieu of which exchange Bonds or replacement Bonds are authenticated and delivered in accordance herewith, shall be canceled and destroyed upon the making of proper records regarding such payment. The Paying Agent/Registrar shall furnish the College with appropriate certificates of destruction of such Bonds.

17. Book-Entry Only Transfers and Transactions; Depository Trust Corporation

(a) Notwithstanding the provisions contained in Sections 10 and 14 hereof relating to the payment, and transfer/exchange of the Bonds, the College hereby approves and authorizes the

use of "Book-Entry Only" securities clearance, settlement and transfer system provided by the Depository Trust company (DTC), a limited purpose trust company organized under the laws of the State of New York, in accordance with the requirements and procedures identified in the Letter of Representations, by and between the College, the Paying Agent/Registrar and DTC (the "Depository Agreement") relating to the Bonds.

(b) Pursuant to the Depository Agreement and the rules of DTC, the Bonds shall be deposited with DTC who shall hold said Bonds for its participants (the "DTC Participants"). While the Bonds are held by DTC under the Depository Agreement, the Holder of the bonds on the Register for all purposes, including payment and notices, shall be Cede & Co., as nominee of DTC, notwithstanding the Ownership of each actual purchaser or owner of each Bond (the "Beneficial Owners") being recorded in the records of DTC and DTC Participants.

(c) In the event DTC determines to discontinue serving as securities depository for the Bonds or otherwise ceases to provide book-entry clearance and settlement of securities transactions in general or the College determines that DTC is incapable of properly discharging its duties as securities depository for the Bonds, the College covenants and agrees with the Holders of the Bonds to cause Bonds to be printed in definitive form and provide for the Bonds to be issued and delivered to DTC Participants and Beneficial Owners, as the case may be. Thereafter, the Bonds in definitive form shall be assigned, transferred and exchanged on the Security Register maintained by the Paying Agent/Registrar and payment of such Bonds shall be made in accordance with the provisions of Sections 10 and 14 hereof.

(d) The definitive Bonds shall be initially issued in the form of a separate single fully registered Bond for each of the maturities thereof. Upon initial issuance, the ownership of each such Bond shall be registered in the name of Cede & Co., as nominee of DTC, and except as provided in paragraph (g) hereof, all of the Outstanding Bonds shall be registered in the name of Cede & Co., as nominee of DTC. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., and subject to the provisions in this Order with respect to interest checks being mailed to the Registered Owners at the close of business on the Record Date, the word "Cede & Co." in this Order shall refer to such new nominee of DTC.

(e) With respect to Bonds registered in the name of Cede & Co., as nominee of DTC, the College and the Registrar shall have no responsibility or obligation to any DTC Participant or to any person on behalf of whom a DTC Participant holds an interest in the Bonds. Without limiting the immediately preceding sentence, the College and the Registrar shall have no responsibility or obligation with respect to (a) the accuracy of the records of DTC, Cede & Co. or any DTC Participant with respect to any ownership interest in Bonds, (b) the delivery to any DTC Participant or any other person, other than a Registered Owner, as shown on the Register, of any notice with respect to the Bonds, or (c) the payment to any DTC Participant or any other person, other than a Registered Owner, as shown in the Register, of any amount with respect to principal of or interest on the Bonds.

(f) Except as provided in paragraph (g) of this Section, the College and the Paying Agent/Registrar shall be entitled to treat and consider the person in whose name each Bond is

registered in the Register as the absolute owner of such Bond for the purposes of payment of principal of and interest on such Bond and other matters with respect to such Bond, registering transfers with respect to such Bond, and for all other purposes whatsoever. The Registrar shall pay all principal of and interest on the Bonds only to or upon the order of the respective Registered Owners, as shown in the Register as provided in this Order, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the College's obligations with respect to payment of principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than a Registered Owner shall receive a Bond certificate evidencing the obligation of the College to make payments of amounts due pursuant to this Order.

(g) In the event that the College or the Registrar determines that DTC is incapable of discharging its responsibilities described herein and in the representation letter of the College to DTC, and that it is in the best interest of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, the College or the Registrar shall (a) appoint a successor securities depository, qualified to act as such under Section 17(a) of the Securities and Exchange Act of 1934, as amended, notify DTC of the appointment of such successor securities depository and transfer one or more separate Bonds to such successor securities depository or (b) notify DTC Participants of the availability through DTC of Bonds and transfer one or more separate Bonds to DTC Participants having Bonds credited to their DTC accounts. In such event, the Bonds shall no longer be restricted to being registered in the Register in the name of Cede & Co., as nominee of DTC, but may be registered in the name of the successor securities depository, or its nominee, or in whatever name or names Registered Owners transferring or exchanging Bonds shall designate, in accordance with the provision of this Order.

(h) Notwithstanding any other provision of the Order to the contrary, as long as any Bonds are registered in the name of Cede & Co., as nominee of DTC, all payments with respect to principal of and interest on the Bonds and all notices with respect to such Bonds shall be made and given, respectively, in the manner provided in the representation letter of the College to DTC.

18. Form of Bonds. The form of the Bonds, including the form of the Paying Agent/Registrar's Authentication Certificate, the form of Assignment and the form of Registration Certificate of the Comptroller of Public Accounts of the State of Texas, which shall be attached or affixed to the Bonds initially issued shall be, respectively, substantially as follows, with such additions, deletions and variations, including any guarantee legend or statement, as may be necessary or desirable and not prohibited by this Order; except that the form of the single fully registered Initial Bond shall be modified and shall be in the form attached hereto as Exhibit "C":

interest and the Special Record Date shall be given by U.S. mail, first class postage prepaid, not later than five (5) days prior to the Special Record Date, to each Owner of an affected Bond as of the close of business on the Business Day prior to the mailing of such notice.

IF THE DATE for payment of the principal of or interest on any Bond is not a Business Day, then the date for such payment shall be the next succeeding Business Day with the same force and effect as if made on the date payment was originally due.

THIS BOND is one of a duly authorized issue of bonds dated for convenience purposes January 15, 2014, aggregating \$50,000,000 (the "Bonds"), issued for the purpose of providing funds to be used for the construction and equipping of college buildings to accommodate increased student enrollment, and to pay costs and expenses of issuance, all pursuant to the Constitution and laws of the State of Texas and an order adopted by the Board of Trustees of the College on January 28, 2014 (the "Order").

THIS BOND is subject to optional redemption prior to maturity.

THE DISTRICT RESERVES THE RIGHT, at its option, to redeem prior to maturity the Bonds maturing on or after _____, in whole or in part, on _____; or on any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Bonds may be redeemed only in integral multiples of \$5,000 of principal amount. If a Bond subject to redemption is in a denomination larger than \$5,000, a portion of such Bond may be redeemed, but only in integral multiples of \$5,000. In selecting portions of Bonds for redemption, the Paying Agent/Registrar shall treat each Bond as representing that number of Bonds of \$5,000 denomination which is obtained by dividing the principal amount of such Bond by \$5,000. Upon surrender of any Bond for redemption in part, the Paying Agent/Registrar, in accordance with the provisions of this Order shall authenticate and deliver in exchange therefor a Bond or Bonds of like maturity and interest rate in an aggregate principal amount equal to the unredeemed portion of the Bond so surrendered.

If less than all of the Bonds are redeemed, the particular maturities or portions thereof to be redeemed shall be selected by lot by the Paying Agent/Registrar on behalf of the District. If less than all of the Bonds of any maturity are to be redeemed, the particular Bonds or portions thereof to be redeemed shall be selected by lot or other random method in integral multiples of \$5,000 of principal amount.

Not less than thirty (30) days prior to a redemption date for the Bonds, notice of redemption shall be sent by U.S. mail, first class postage prepaid, in the name of the District to each Owner of a Bond to be redeemed in whole or in part at the address of such Owner appearing on the Register at the close of business on the Business Day next preceding the date of mailing. Such notice shall state the redemption date, the redemption price, the place at which Bonds are to be surrendered for payment and, if less than all Bonds outstanding are to be redeemed, the numbers of Bonds or portions thereof to be redeemed. Any notice of redemption so mailed as provided in this section will be conclusively presumed to have been duly given, whether or not the Owner receives such notice. By the date fixed for redemption, due provision

shall be made with the Paying Agent/Registrar for payment of the redemption price of the Bonds or portions thereof to be redeemed. When Bonds have been called for redemption in whole or in part, and notice of redemption has been given as herein provided and due provision has been made to redeem the same, the Bonds or portions thereof so redeemed shall no longer be regarded to be outstanding, except for the purpose of receiving payment solely from the funds so provided for redemption, and interest which would otherwise accrue after the redemption date on any Bond or portion thereof called for redemption shall terminate on the date fixed for redemption.

The Paying Agent/Registrar and the District, so long as a Book-Entry-Only System is used for the Bonds, will send any notice of redemption, notice of proposed amendments to the Order or other notices with respect to the Bonds only to DTC. Any failure by DTC to advise any DTC participant, (or of any DTC participant or indirect participant to notify the Beneficial Owner), shall not affect the validity of the redemption of the Bonds called for redemption or any other action premised on any such notice. Redemption of portions of the Bonds by the District will reduce the outstanding principal amount of such Bonds held by DTC. In such event, DTC may implement, through its Book-Entry-Only System, a redemption of such Bonds held for the account of DTC participants in accordance with its rules or other agreements with DTC participants and then DTC participants and indirect participants may implement a redemption of such Bonds from the Beneficial Owners. Any such selection of Bonds to be redeemed will not be governed by the Order and will not be conducted by the District or the Paying Agent/Registrar. Neither the District nor the Paying Agent/Registrar will have any responsibility to DTC participants, indirect participants or the persons for whom DTC participants act as nominees, with respect to the payments on the Bonds or the providing of notice to DTC participants, indirect participants, or Beneficial Owners of the selection of portions of the Bonds for redemption.

THIS BOND IS TRANSFERABLE only upon presentation and surrender at the trust office of the Paying Agent/Registrar, duly endorsed for transfer or accompanied by an assignment duly executed by the registered owner or his authorized representative, subject to the terms and conditions of the Order.

THIS BOND IS EXCHANGEABLE at the trust office of the Paying Agent/Registrar for the Bonds in the principal amount of \$5,000 or any integral multiple thereof, subject to the terms and conditions of the Order.

THIS BOND shall not be valid or obligatory for any purpose or be entitled to any benefit under the Order unless this Bond is either (i) registered by the Comptroller of Public Accounts of the State of Texas by registration certificate attached or affixed hereto or (ii) authenticated by the Paying Agent/Registrar by due execution of the authentication certificate endorsed hereon.

THE REGISTERED OWNER of this Bond, by acceptance hereof, acknowledges and agrees to be bound by all the terms and conditions of the Order.

THE COLLEGE has covenanted in the Order that it will at all times provide a legally qualified Paying Agent/Registrar for the Bonds and will cause notice of any change of registrar to be mailed to each registered owner.

IT IS HEREBY certified, recited and covenanted that this Bond has been duly and validly issued and delivered; that all acts, conditions and things required or proper to be performed, to exist and to be done precedent to or in the issuance and delivery of this Bond have been performed, exist and have been done in accordance with law; that the Bonds do not exceed any constitutional or statutory limitation; and that annual ad valorem taxes, within legal limit as to rate or amount, sufficient to provide for the payment of the interest on and principal of this Bond, as such interest comes due and such principal matures, have been levied and ordered to be levied against all taxable property in the College and have been pledged irrevocably for such payment.

IN WITNESS WHEREOF, this bond has been signed with the manual or facsimile signature of the Chairperson of the Board of Trustees of the College and countersigned with the manual or facsimile signature of the Secretary of the Board of Trustees of the College, and the official seal of the College has been duly impressed, or placed in facsimile, on this bond.

SOUTH TEXAS COLLEGE

Secretary, Board of Trustees

Chairperson, Board of Trustees

(SEAL)

Form of Registration Certificate
of Comptroller of Public Accounts

COMPTROLLER'S REGISTRATION CERTIFICATE

REGISTER NO. _____

I hereby certify that this bond has been examined, certified as to validity and approved by the Attorney General of the State of Texas, and that this bond has been registered by the Comptroller of Public Accounts of the State of Texas.

WITNESS MY SIGNATURE AND SEAL this _____.

(SEAL)

Comptroller of Public Accounts
of the State of Texas

Form of Paying Agent/Registrar's Authentication Certificate

AUTHENTICATION CERTIFICATE

It is hereby certified that this bond has been delivered pursuant to the Order described in the text of this bond, in exchange for or in replacement of a bond, bonds or a portion of a bond or

bonds of an issue of bonds which was originally approved by the Attorney General of the State of Texas and registered by the Comptroller of Public Accounts of the State of Texas.

Date of Authentication: _____

BOKF, NA dba Bank of Texas
100 Congress Avenue, Ste.250
Austin, Texas 78701
as Paying Agent/Registrar

By: _____
Authorized Signature

Form of Assignment

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____
(Please print or type name, address, and zip code of Transferee) _____ (Please insert Social Security or Taxpayer Identification Number of Transferee) the within bond and all rights thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer such bond on the books kept for registration thereof, with full power of substitution in the premises.

DATED: _____

Signature

Guaranteed: _____
Registered Owner

NOTICE: Signature must be guaranteed by a member of the New York Stock Exchange or a commercial bank or trust company.

NOTICE: The signature above must correspond to the same name of the registered owner as shown on the face of this bond in every particular, without any alteration, enlargement, or change whatsoever.

19. Opinion of Bond Counsel; CUSIP. The approving opinion of The J. Ramirez Law Firm, San Juan, Texas, Bond Counsel and CUSIP numbers may be printed on the Bonds, but errors or omissions in the printing of such information shall have no effect on the validity of the Bonds.

20. Debt Service Fund; Tax Levy. A special fund to be designated "South Texas College Limited Tax Bonds, Series 2014 Debt Service Fund" (the "Debt Service Fund") is hereby created, and the proceeds from all taxes levied, assessed and collected for and on account of the Bonds authorized by this Order shall be deposited, as collected, in the Debt Service Fund. Money on deposit in the Debt Service Fund may, at the option of the College, be invested as permitted

under Texas law, provided that all such investments shall be made in such manner that the money will be available at the proper time or times. For purposes of maximizing investment returns, money in the Debt Service Fund may be invested with other money of the College in common investments, or in a common pool of investments, which shall not be deemed to be or constitute a commingling of such money as long as safekeeping receipts or certificates of participation clearly evidencing the investment or investment pool in which such money is invested and the share thereof purchased with such money or owned by the Debt Service Fund are held by or on behalf of the Debt Service Fund.

While the Bonds or any part of the principal thereof or interest thereon remain outstanding and unpaid, there is hereby levied and there shall be annually assessed and collected in due time, form and manner, and at the same time as other College taxes are assessed, levied and collected, in each year, beginning with the current year, an annual ad valorem tax upon all taxable property in the College, within legal limit as to rate or amount, sufficient to provide for the payment of the interest on and principal of this Bond, as such interest comes due and such principal matures. Such taxes are hereby irrevocably pledged to the payment of the principal of and interest on the Bonds.

21. Sale; Bond Purchase Contract; Ratings. The Bonds are hereby sold and shall be delivered to Estrada Hinojosa & Company, Inc., as the authorized representative of a group of underwriters (the "Underwriters") at an price of \$_____ (representing the par amount of the Bonds, plus a original issue premium on the Bonds of \$_____, and less an Underwriters' discount of \$_____), in accordance with the terms of the bond purchase agreement presented to and hereby approved by the Board, in substantially the form attached hereto as Exhibit "D", which price and terms are hereby found and determined to be the most advantageous reasonably obtainable by the College. The Chairperson of the Board and other appropriate officials of the College are hereby authorized and directed to execute such bond purchase contract on behalf of the College, and the Chairperson of the Board and all other officials, agents and representatives of the College are hereby authorized to do any and all things necessary or desirable to satisfy the conditions set out therein and to provide for the issuance and delivery of the Bonds.

The College hereby approves the form and contents of the Preliminary Official Statement, and the final Official Statement, dated as of the date hereof, relating to the Bonds, and any addenda, supplement or amendment thereto, and ratifies and approves the distribution of such Preliminary Official Statement and Official Statement in the offer and sale of the Bonds and in the reoffering of the Bonds by the Underwriters, with such changes therein or additions thereto as the officers executing same may deem advisable, such determination to be conclusively evidenced by their execution thereof. The Chairperson of the Board is hereby authorized and directed to execute, and the Secretary of the Board is hereby authorized and directed to attest, the final Official Statement. It is further hereby officially found, determined, and declared that the statements and representations contained in the Preliminary Official Statement and final Official Statement are true and correct in all material respects, to the best knowledge and belief of the Board.

22. Covenants Regarding Tax Exemption. (a) Covenants. The District covenants to take any action necessary to assure, or refrain from any action that would adversely affect, the treatment of the Bonds as obligations described in section 103 of the Code, the interest on which is not includable in the "gross income" of the holder for purposes of federal income taxation. In furtherance thereof, the District covenants as follows:

(i) to take any action to assure that no more than 10 percent of the proceeds of the Bonds or any prior obligations or the projects financed or refinanced therewith (less amounts deposited to a reserve fund, if any) are used for any "private business use," as defined in section 141(b)(6) of the Code or, if more than 10 percent of the proceeds of the Bonds or any prior obligations or the projects financed or refinanced therewith are so used, such amounts, whether or not received by the District, with respect to such private business use, do not, under the terms of this Ordinance or any underlying arrangement, directly or indirectly, secure or provide for the payment of more than 10 percent of the debt service on the Bonds, in contravention of section 141(b)(2) of the Code;

(ii) to take any action to assure that in the event that the "private business use" described in subsection (i) hereof exceeds 5 percent of the proceeds of the Bonds or any prior obligations or the projects financed or refinanced therewith (less amounts deposited into a reserve fund, if any) then the amount in excess of 5 percent is used for a "private business use" that is "related" and not "disproportionate," within the meaning of section 141(b)(3) of the Code, to the governmental use;

(iii) to take any action to assure that no amount that is greater than the lesser of \$5,000,000, or 5 percent of the proceeds of the Bonds (less amounts deposited into a reserve fund, if any) is directly or indirectly used to finance loans to persons, other than state or local governmental units, in contravention of section 141(c) of the Code;

(iv) to refrain from taking any action that would otherwise result in the Bonds being treated as "private activity bonds" within the meaning of section 141(b) of the Code;

(v) to refrain from taking any action that would result in the Bonds being "federally guaranteed" within the meaning of section 149(b) of the Code;

(vi) to refrain from using any portion of the proceeds of the Bonds, directly or indirectly, to acquire or to replace funds that were used, directly or indirectly, to acquire investment property (as defined in section 148(b)(2) of the Code) that produces a materially higher yield over the term of the Bonds, other than investment property acquired with –

(A) proceeds of the Bonds invested for a reasonable temporary period of 3 years or less or, in the case of a refunding bond, for a period of 30 days or less until such proceeds are needed for the purpose for which the bonds are issued,

(B) amounts invested in a bona fide debt service fund, within the meaning of section 1.148-1(b) of the Treasury Regulations, and

(C) amounts deposited in any reasonably required reserve or replacement fund to the extent such amounts do not exceed 10 percent of the proceeds of the Bonds;

(vii) to otherwise restrict the use of the proceeds of the Bonds or amounts treated as proceeds of the Bonds, as may be necessary, so that the Bonds do not otherwise contravene the requirements of section 148 of the Code (relating to arbitrage) and, to the extent applicable, section 149(d) of the Code (relating to advance refundings);

(viii) to pay to the United States of America at least once during each five-year period (beginning on the date of delivery of the Bonds) an amount that is at least equal to 90 percent of the "Excess Earnings," within the meaning of section 148(f) of the Code and to pay to the United States of America, not later than 60 days after the Bonds have been paid in full, 100 percent of the amount then required to be paid as a result of Excess Earnings under section 148(f) of the Code; and

(ix) to file or cause to be filed with the Secretary of the Treasury, not later than the 15th day of the second calendar month after the close of the calendar quarter in which the Bonds are issued, an information statement concerning the Bonds, all under and in accordance with section 149(e) of the Code and the applicable Treasury Regulations promulgated thereunder.

(x) The District will not acquire any of the [Board]'s source series bonds in an amount related to the amount of Bonds acquired by the [Board].

(xi) To account for all Gross Proceeds (including all receipts, expenditures and investments thereof) on its books of account separately and apart from all other funds (and receipts, expenditures and investments thereof) and retain all records of such accounting for at least six years after the final Computation Date. The District may, however, to the extent permitted by law, commingle Gross Proceeds of the its Loan with other money of the District, provided that the District separately accounts for each receipt and expenditure of such Gross Proceeds and the obligations acquired therewith;

(xii) Calculate the Rebate Amount with Respect to its Loan, not less frequently than each Computation Date, in accordance with rules set forth in §148(f) of the Code, §1.148-3 of the Regulations, and the rulings thereunder. The District shall maintain a copy of such calculations for at least six years after the final Computation Date;

(xiii) Exercise reasonable diligence to assure that no errors are made in the calculations required by paragraph (xii) and, if such error is made, to discover and promptly to correct such error within a reasonable amount of time thereafter, including payment to the United States of any interest and any penalty required by the Regulations.

(b) Rebate Fund. In order to facilitate compliance with Section (a)(viii) of this Ordinance, a "Rebate Fund" is hereby established by the District for the sole benefit of the United States of America, and such Fund shall not be subject to the claim of any other person, including without limitation the bondholders. The Rebate Fund is established for the additional purpose of compliance with section 148 of the Code.

(c) Use of Proceeds. For purposes of the foregoing covenants, the District understands that the term "proceeds" includes "disposition proceeds" as defined in the Treasury Regulations and, in the case of refunding bonds, transferred proceeds (if any) and proceeds of the refunded bonds expended prior to the date of issuance of the Bonds. It is the understanding of the District that the covenants contained herein are intended to assure compliance with the Code and any regulations or rulings promulgated by the U.S. Department of the Treasury pursuant thereto. In the event that regulations or rulings are hereafter promulgated that modify or expand provisions of the Code, as applicable to the Bonds, the District will not be required to comply with any covenant contained herein to the extent that such failure to comply, in the opinion of nationally recognized bond counsel, will not adversely affect the exemption from federal income taxation of interest on the Bonds under section 103 of the Code. In the event that regulations or rulings are hereafter promulgated that impose additional requirements applicable to the Bonds, the District agrees to comply with the additional requirements to the extent necessary, in the opinion of nationally recognized bond counsel, to preserve the exemption from federal income taxation of interest on the Bonds under section 103 of the Code. In furtherance of such intention, the District hereby authorizes and directs the Mayor or District Manager to execute any documents, certificates or reports required by the Code and to make such elections, on behalf of the District, that may be permitted by the Code as are consistent with the purpose for the issuance of the Bonds.

(d) Allocation of, and Limitation on, Expenditures for the Project. The District covenants to account for the expenditure of sale proceeds and investment earnings to be used for the Project on its books and records in accordance with the requirements of the Code. The District recognizes that in order for the proceeds to be considered used for the reimbursement of costs, the proceeds must be allocated to expenditures within 18 months of the later of the date that (i) the expenditure is made, or (ii) the Project is completed; but in no event later than three years after the date on which the original expenditure is paid. The foregoing notwithstanding, the District recognizes that in order for proceeds to be expended under the Internal Revenue Code, the sale proceeds or investment earnings must be expended no more than 60 days after the earlier of (i) the fifth anniversary of the delivery of the Bonds, or (ii) the date the Bonds are retired. The District agrees to obtain the advice of nationally-recognized bond counsel if such expenditure fails to comply with the foregoing to assure that such expenditure will not adversely affect the tax-exempt status of the Bonds. For purposes hereof, the District shall not be obligated to comply with this covenant if it obtains an opinion that such failure to comply will not adversely affect the excludability for federal income tax purposes from gross income of the interest.

(e) Disposition of Project. The District covenants that the Project (or any portions thereof) will not be sold or otherwise disposed in a transaction resulting in the receipt by the District of cash or other compensation, unless the District obtains an opinion of nationally-recognized bond counsel that such sale or other disposition will not adversely affect the tax-exempt status of the Bonds. For purposes of the foregoing, the portion of the property comprising personal property and disposed in the ordinary course shall not be treated as a transaction resulting in the receipt of cash or other compensation. For purposes hereof, the District shall not be obligated to comply with this covenant if it obtains a legal opinion that such failure to comply will not adversely affect the excludability for federal income tax purposes from gross income of the interest.

(f) Written Procedures. Unless superseded by another action of the District, to ensure compliance with the covenants contained herein regarding private business use, remedial actions, arbitrage and rebate, the Board of the District hereby adopts and establishes the instructions attached hereto as Exhibit A as the City's written procedures.

23. Amendments. The College may amend this Order without the consent of or notice to any registered owners in any manner not detrimental to the interests of the registered owners, including the curing of any ambiguity, inconsistency, or formal defect or omission herein. In addition, the College may, with the written consent of the holders of a majority in aggregate principal amount of the Bonds then outstanding affected thereby, amend, add to, or rescind any of the provisions of this Order; except that, without the consent of the registered owners of all of the Bonds affected, no such amendment, addition, or rescission may (1) change the date specified as the date on which the principal of or any installment of interest on any Bond is due and payable, reduce the principal amount thereof, or the rate of interest thereon, change the place or places at or the coin or currency in which any Bond or interest thereon, change the place or places at or the coin or currency in which any Bond or interest thereon is payable, or in any other way modify the terms of payment of the principal of or interest on the Bonds, (2) give any preference to any Bond over any other Bond, or (3) reduce the aggregate principal amount of Bonds required for consent to any amendment, addition, or waiver.

24. Undertaking to Provide Information. (a) This Section constitutes the written undertaking for the benefit of the holders of the Bonds required by Section (b)(5)(i) of Securities and Exchange Commission Rule 15c2-12 under the Securities Exchange Act of 1934, as amended (17 CFR part 240, §240.15c2-12) (the "Rule"). Capitalized terms used in this Section and not otherwise defined in this Order shall have the meanings assigned such terms in subsection (d) hereof. Under Texas law, the Issuer must keep its fiscal records in accordance with generally accepted accounting principles, must have its financial accounts and records audited by a certified public accountant and must file each audit report with the State Comptroller within 120 days after the close of the Issuer's fiscal year. The Issuer's fiscal records and audit reports are available for public inspection during the regular business hours, and the Issuer is required to provide a copy of the Issuer's audit reports to any bondholder or any member of the public within a reasonable time on request upon payment of charges prescribed by the Texas General Services Commission.

(b) The Issuer, as an "obligated person" within the meaning of the Rule, undertakes to provide the following information as provided in this Section:

- (1) Annual Financial Information;
- (2) Audited Financial Statements, if any; and
- (3) Certain Specified Event Notices.

(c) (1) While any Bonds are Outstanding, the Issuer shall provide the updated Annual Financial Information on or before 6 months from the end of the fiscal year of each year (the "Report Date"), beginning in the year 2014, to the Municipal Securities Rulemaking Board

(the “MSRB”) through its Electronic Municipal Market Access (“EMMA”) system, free of charge at www.emma.org. The Issuer may adjust the Report Date if the Issuer changes its fiscal year by providing written notice of the change of fiscal year and the new Report Date to the MSRB, provided that the new Report Date shall be no later than 6 months after the end of the new fiscal year and provided further that the period between the final Report Date relating to the former fiscal year and the initial Report Date relating to the new fiscal year shall not exceed one year in duration. It shall be sufficient if the Issuer provides to the MSRB, the Annual Financial Information by specific reference to documents previously provided to the MSRB, or filed with the Securities and Exchange Commission and, if such a document is a final Official Statement within the meaning of the Rule, available from the MSRB. The current Report Date is June 30 of each year.

(2) If not provided as part of the Annual Financial Information, the Issuer shall provide the Audited Financial Statements when and if available while any Bonds are Outstanding to the MSRB. If Audited Financial Statements are not available by the required time, the District will provide unaudited financial statements by the required time and Audited Financial Statements when and if such Audited Financial Statements become available.

(3) The Issuer shall provide a Specified Event Notice in a timely manner *not in excess of ten business days* after the occurrence of the event. Each Specified Event Notice shall be so captioned and shall prominently state the date, title and CUSIP numbers of the Bonds.

(4) The Issuer shall provide in a timely manner to the MSRB notice of any failure by the Issuer while any Bonds are Outstanding to provide Annual Financial Information on or before the Report Date.

(d) The following are the definitions of the capitalized terms used in this section not otherwise defined in this Order.

(1) “Annual Financial Information” means the financial information (which shall be based on financial statements prepared in accordance with generally accepted accounting principles (“GAAP”) for governmental units as prescribed by the Governmental Accounting Standards Board (“GASB”) or operating data with respect to the Issuer, provided at least annually, of the type included in those sections of the final official statement with respect to the Bonds contained in Tables 1 through 5 and 7 through 12 and in Appendix B of the Issuer's Official Statement referenced in Section 20(b) of this Order.

(2) “Audited Financial Statements” means the Issuer's annual financial statements, prepared in accordance with GAAP for governmental units as prescribed by GASB, which financial statements shall have been audited by such auditor as shall be then required or permitted by the laws of the State.

(3) “Certain Specified Event” means any of the following events with respect to the Bonds:

- (i) Principal and interest payment delinquencies;

- (ii) Non-payment related defaults;
- (iii) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (iv) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (v) Substitution of credit or liquidity providers, or their failure to perform;
- (vi) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB), or other material notices or determinations with respect to the tax-exempt status of the Bonds, or other material events affecting the tax status of the Bonds;
- (vii) Modifications to rights of holders of the Bonds, if material;
- (viii) Bond calls, if material, and tender offers;
- (ix) Defeasances;
- (x) Release, substitution, or sale of property securing repayment of the Bonds, if material;
- (xi) Rating changes;
- (xii) Bankruptcy, insolvency, receivership, or similar event of the District, which shall occur as described below;
- (xiii) The consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of its assets, other than in the ordinary course of business, the entry into of a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
- (xiv) Appointment of a successor or additional trustee or the change of name of a trustee, if material.

For these purposes, any event described in (xii) above is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent, or similar officer for the District in a proceeding under the United States Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the District, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement, or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the District.

(4) “Specified Event Notice” means electronic notice of a Specified Event.

(e) Unless otherwise required by law and subject to technical and economic feasibility, the Issuer shall employ such methods of information transmission as shall be requested or recommended by the designated recipients of the Issuer’s information.

(f) The continuing obligation hereunder of the Issuer to provide Annual Financial Information, Audited Financial Statements, if any, and Material Event Notices shall terminate

immediately once the Bonds no longer are Outstanding. This section or any provision hereof, shall be null and void in the event that the Issuer delivers to the MSRB the proposed amendment and an opinion of nationally recognized bond counsel to the effect that such amendment, and giving effect thereto, will not adversely affect the compliance of this section and by the Issuer with the Rule.

(g) Any failure by the Issuer to perform in accordance with this Section shall not constitute an event of default under this Order.

UNDER NO CIRCUMSTANCES SHALL THE ISSUER BE LIABLE TO THE HOLDER OR BENEFICIAL OWNER OF ANY BOND OR ANY OTHER PERSON, IN CONTRACT OR IN TORT, FOR DAMAGES RESULTING IN WHOLE OR IN PART FROM ANY BREACH BY THE ISSUER, WHETHER NEGLIGENT OR WITHOUT FAULT ON ITS PART, OF ANY COVENANT SPECIFIED IN THIS SECTION, BUT EVERY RIGHT AND REMEDY OF ANY SUCH PERSON, IN CONTRACT OR TORT, FOR OR ON ACCOUNT OF ANY SUCH BREACH SHALL BE LIMITED TO AN ACTION FOR MANDAMUS OR SPECIFIC PERFORMANCE.

(h) The SEC has adopted amendments to the Rule which approve the establishment by the MSRB of the Electronic Municipal Market Access (“EMMA”) which, as of its implementation effective date of July 1, 2009, is the sole national municipal securities information repository. On and after July 1, 2009, all information and documentation filing required to be made by the District will be made with the MSRB in electronic format only in accordance with MSRB guidelines. Access to such filings is provided, without charge to the general public, by the MSRB.

(i) Nothing in this Section is intended, or shall act, to disclaim, waive, or otherwise limit the duties of the Issuer under federal and state securities laws.

(j) The District has agreed to update information and to provide notices of certain specified events only as described above. The District has not agreed to provide other information that may be relevant or material to a complete presentation of its financial results of operations, condition, or prospects or agreed to update any information that is provided, except as described above. The District makes no representation or warranty concerning such information or concerning its usefulness to a decision to invest in or sell Bonds at any future date. The District disclaims any contractual or tort liability for damages resulting in whole or in part from any breach of its continuing disclosure agreement or from any statement made pursuant to its agreement, although the registered and beneficial owners of Bonds may seek a writ of mandamus to compel the District to comply with its agreement.

(k) The District may amend its continuing disclosure agreement from time to time to adapt to changed circumstances that arise from a change in legal requirements, a change in law, or a change in the identity, nature, status, or type of operations of the District, if (i) the agreement, as amended, would have permitted an underwriter to purchase or sell Bonds in the offering described herein in compliance with the Rule, taking into account any amendments or interpretations of the Rule to the date of such amendment, as well as such changed

circumstances, and (ii) either (a) the registered and beneficial owners of a majority in aggregate principal amount of the outstanding Bonds consent to the amendment or (b) any person unaffiliated with the District (such as nationally recognized bond counsel) determines that the amendment will not materially impair the interests of the registered and beneficial owners of the Bonds. The District may also amend or repeal the provisions of this continuing disclosure agreement if the SEC amends or repeals the applicable provisions of the Rule or a court of final jurisdiction enters judgment that such provisions of the Rule are invalid, but only if and to the extent that the provisions of this sentence would not prevent an underwriter from lawfully purchasing or selling Bonds in the primary offering of the Bonds. If the District so amends the continuing disclosure agreement, it has agreed to include with the next financial information and operating data provided in accordance with its agreement described above under “Annual Reports” an explanation, in narrative form, of the reasons for the amendment and of the impact of any change in the type of financial information and operating data so provided.

(1) During the last five years, the District has complied in all material respects with all continuing disclosure agreements made by it in accordance with the Rule.

25. Related Matters. To satisfy in a timely manner all of the College's obligations under this Order, the bond purchase contract with the Underwriters, the Chairperson and Secretary of the Board and all other appropriate officers, agents and representatives of the College are hereby authorized and directed to take all other actions that are reasonably necessary to provide for the issuance of the Bonds, including, without limitation, executing and delivering on behalf of the College all certificates, consents, receipts, requests and other documents as may be reasonably necessary to satisfy the College's obligations under the bond purchase contract and this Order and to direct the transfer and application of funds of the College consistent with the provisions of this Order.

26. Ratings. The Chairman of the Board and the President, Vice-President, financial advisor and other consultants are hereby authorized to take such action as necessary to obtain ratings on the Bonds from any rating service and any such action is hereby ratified and confirmed.

27. No Personal Liability. No recourse shall be had for payment of the principal of or interest on any Bonds or for any claim based thereon, or on this Order, against any official or employee of the College or any person executing any Bonds.

28. Defeasance. The College may defease the provisions of this Order and discharge its obligation to the Owners of any or all of the Bonds when payment of the principal of and premium, if any, on the Bonds, plus interest thereon to the due date thereof (whether such due date be by reason of maturity, redemption, or otherwise), is provided by irrevocably depositing with a paying agent, in trust (1) money sufficient to make such payment and/or (2) Government Securities, certified by an independent public accounting firm of national reputation to mature as to principal and interest in such amounts and at such times to insure the availability, without reinvestment, of sufficient money to make such payment, and all necessary and proper fees, compensation and expenses of the paying agent for the Bonds. The District reserves the right, subject to satisfying the requirements of (1) and (2) above, to substitute other Government

Securities for the Government Securities originally deposited, to reinvest the uninvested moneys on deposit for such defeasance and to withdraw for the benefit of the District moneys in excess of the amount required for such defeasance. Upon such deposit as described above, such Bonds shall no longer be regarded to be outstanding or unpaid. Provided, however, the District has reserved the option, to be exercised at the time of the defeasance of the Current Interest Bonds, to call for redemption, at an earlier date, those Current Interest Bonds which have been defeased to their maturity date, if the District: (i) in the proceedings providing for the firm banking and financial arrangements, expressly reserves the right to call the Current Interest Bonds for redemption; (ii) gives notice of the reservation of that right to the owners of the Current Interest Bonds immediately following the making of the firm banking and financial arrangements; and (iii) directs that notice of the reservation be included in any redemption notices that it authorizes.

29. Notice. Any notice, demand, direction, request or other instrument authorized or required by this Order to be given to or filed with the College or the Paying Agent/Registrar shall be deemed to have been given only upon receipt. Any notice shall be sent by first class mail, postage prepaid, to the address specified below or, to such other address as may be designated in writing by the parties:

College: South Texas College
3201 W. Pecan Blvd.
McAllen, Texas 78501
Attention: President

Paying Agent/
Registrar: BOKF, NA dba Bank of Texas
100 Congress Avenue, Ste.250
Austin, Texas 78701
Attention: Corporate Trust Department

30. Open Meeting. It is hereby officially found and determined that the meeting at which this Order was adopted was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by the Texas Opening Meetings Act, Chapter 551, Texas Government Code, as amended.

31. Effective Date. This Order shall be in full force and effect from and upon its adoption.

32. Severability. If any section, paragraph, clause or provision of this Order shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Order.

33. Repealer. All orders, resolutions and ordinances, or parts thereof, inconsistent herewith are hereby repealed to the extent of such inconsistency.

PASSED AND APPROVED on _____.

Chairperson, Board of Trustees

ATTEST:

Secretary, Board of Trustees

(SEAL)

Pending Final Pricing

EXHIBIT A

PAYING AGENT/REGISTRAR AGREEMENT

Pending Final Pricing

EXHIBIT B
FORM OF INITIAL BOND

Pending Final Pricing

EXHIBIT C
BOND PURCHASE CONTRACT

Pending Final Pricing

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

Approval of the Hidalgo County Tax Resale Property on Cause No. T-749-03-B; Pharr-San Juan-Alamo I.S.D, City of Pharr, City of San Juan, South Texas College and Hidalgo County vs. Melody Cawthorn and the Resolution Authorizing the Tax Resale is requested.

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

On November 7, 2013, a private written bid was received by Linebarger Goggan Blair & Sampson, LLP for one (1) property listed as follows:

- Cause No. T-749-03-B; Pharr-San Juan-Alamo I.S.D, City of Pharr, City of San Juan, South Texas College and Hidalgo County vs. Melody Cawthorn

On struck off property as follows:

1.00 acre, more or less, out of the southwest corner of Lot 181, Kelly Pharr Subdivision of porciones 69 and 70, a subdivision in Hidalgo County, Texas, as described in volume 794, page 35, deed records of Hidalgo County, Texas. Account No. K2400-00-000-0181-09

The total amount the College will receive is \$1,778.25.

Linebarger Goggan Blair & Sampson, LLP is submitting for the Board of Trustees' consideration the private written bid received. The Tax Resale Property was on the agenda for approval on January 20, 2014 for Pharr-San Juan-Alamo I.S.D and on January 21, 2014 for South Texas ISD and the City of Pharr. All three entities approved the Tax Resale as presented, and approval from the County of Hidalgo is still pending.

The analysis of the written bid received for struck-off property and the Resolution Authorizing Tax Resale follow in the packet for the Committee's review and information.

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

The Finance and Human Resources Committee recommended Board approval of the Hidalgo County Tax Resale Property on Cause No. T-749-03-B; Pharr-San Juan-Alamo I.S.D, City of Pharr, City of San Juan, South Texas College, and Hidalgo County vs. Melody Cawthorn and the Resolution Authorizing the Tax Resale to St. Jude Thaddeus Catholic Church as presented.

Recommendation:

It is recommended the Board of Trustees approve and authorize the Hidalgo County Tax Resale Property on Cause No. T-749-03-B; Pharr-San Juan-Alamo I.S.D, City of Pharr, City of San Juan, South Texas College, and Hidalgo County vs. Melody Cawthorn and the Resolution Authorizing the Tax Resale to St. Jude Thaddeus Catholic Church as presented.

The following Minute Order is proposed for consideration by the Board of

Trustees:

The Board of Trustees of South Texas College approves and authorizes the Hidalgo County Tax Resale Property on Cause No. T-749-03-B; Pharr-San Juan-Alamo I.S.D, City of Pharr, City of San Juan, South Texas College, and Hidalgo County vs. Melody Cawthorn and the Resolution Authorizing the Tax Resale to St. Jude Thaddeus Catholic Church as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.

President

**ANALYSIS OF WRITTEN BID RECEIVED FOR STRUCK-OFF
PROPERTY**

STYLE OF CASE: T-749-03-B; PHARR-SAN JUAN-ALAMO I.S.D., CITY OF PHARR, CITY OF SAN JUAN, SOUTH TEXAS COLLEGE AND HIDALGO COUNTY VS MELODY CAWTHORN

LEGAL DESCRIPTION: 1.00 acre, more or less, out of the southwest corner of Lot 181, Kelly Pharr Subd. of Porciones 69 and 70
Account No. K2400-00-000-0181-09

PROPERTY LOCATION: 701 S. Ironwood St.

JUDGMENT DATE: February 13, 2013

DATE OF TAX SALE: May 7, 2013

YEARS IN JUDGMENT: 1982-2012

SHERIFF'S DEED RECORDED: July 16, 2013

AMOUNT OF JUDGMENT: \$165,491.20

COSTS OF SALE: \$5,725.00

AMOUNT OF BID: \$65,000.00

CURRENT APPRAISED VALUE: \$146,361.00

VALUE AT JUDGMENT: \$146,361.00

Entity Name	Judgment Amount Due Each Entity	Percentage To Be Received	Amount You Will Receive
Pharr-San Juan-Alamo I.S.D.	\$80,058.22	48%	\$28,452.00
South Texas I.S.D.	\$2,595.34	2%	\$1,185.50
South Texas College	\$5,153.79	3%	\$1,778.25
City of Pharr	\$41,196.25	25%	\$14,818.75
Hidalgo County	\$30,596.30	18%	\$10,669.50
Hidalgo Co. Drain Dist. No. 1	\$5,891.30	4%	\$2,371.00

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: St. Jude Thaddeus Catholic Church

Notice of confidentiality rights: If you are a natural person, you may remove or strike any or all of the following information from any instrument that transfers an interest in real property before it is filed for record in the public records: your social security number or your driver's license number.

RESOLUTION AUTHORIZING TAX RESALE

WHEREAS, by Constable's Sale conducted on May 7, 2013, the property described below was struck-off to Pharr-San Juan-Alamo Independent School District, Trustee, pursuant to a delinquent tax foreclosure decree of the 93rd Judicial District Court, Hidalgo County, Texas, and

WHEREAS, the sum of \$65,000.00 has been tendered by St. Jude Thaddeus Church of Hidalgo County for the purchase of said property pursuant to Section 34.05, Texas Tax Code Ann. (Vernon, 1982);

NOW, THEREFORE, BE IT RESOLVED by the Board of South Texas College that its Board Chair, Rose Benavidez, be and she is hereby authorized to execute a tax resale deed on behalf of South Texas College conveying to St. Jude Thaddeus Church all of the right, title, and interest of South Texas College and all other taxing units interested in the tax foreclosure judgment in the following described real property located in Hidalgo County, Texas

**1.00 ACRE, MORE OR LESS, OUT OF THE SOUTHWEST
CORNER OF LOT 181, KELLY PHARR SUBDIVISION OF
PORCIONES 69 AND 70, A SUBDIVISION IN HIDALGO
COUNTY, TEXAS, AS DESCRIBED IN VOLUME 794, PAGE 35,
DEED RECORDS OF HIDALGO COUNTY, TEXAS.
ACCOUNT NO. K2400-00-000-0181-09**

PASSED AND APPROVED this ____ day of _____, 2014.

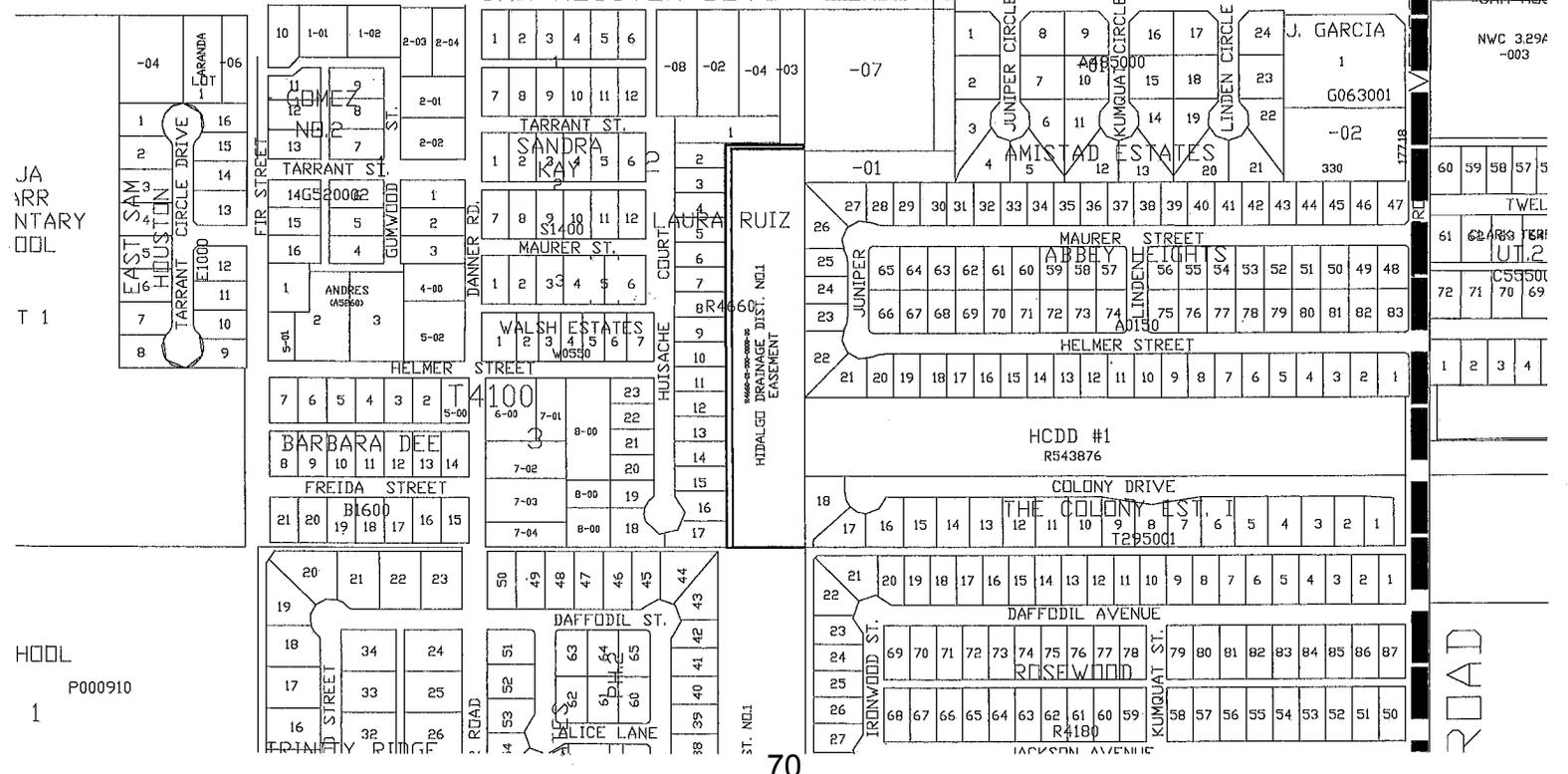
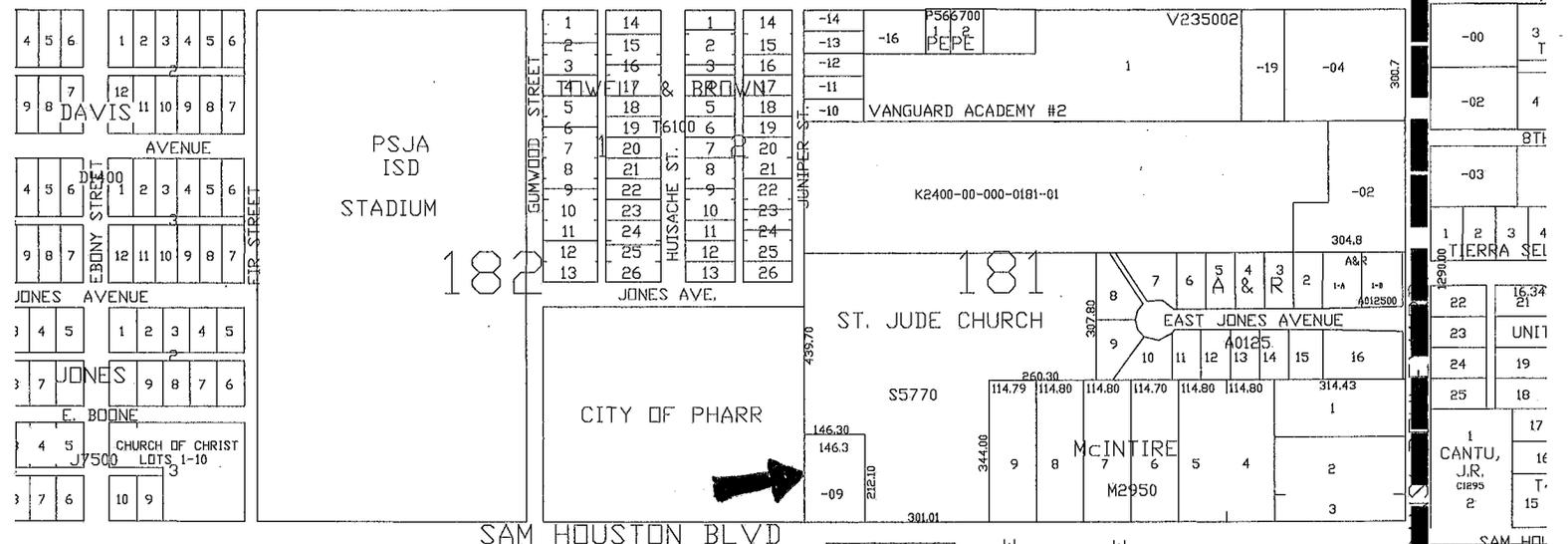
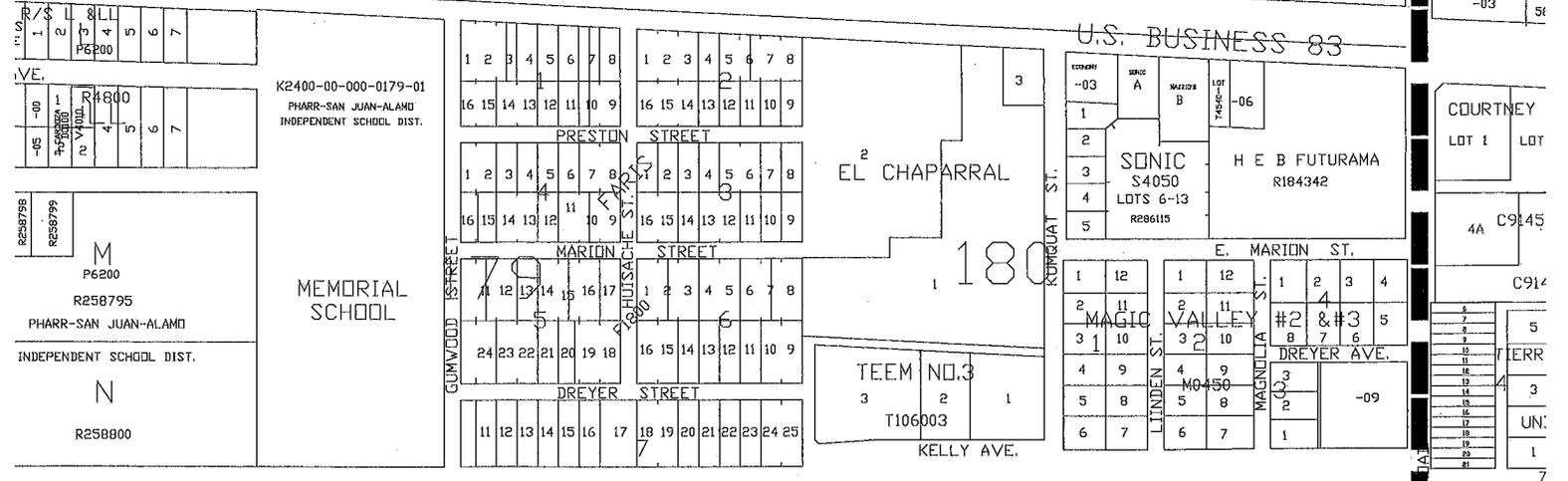
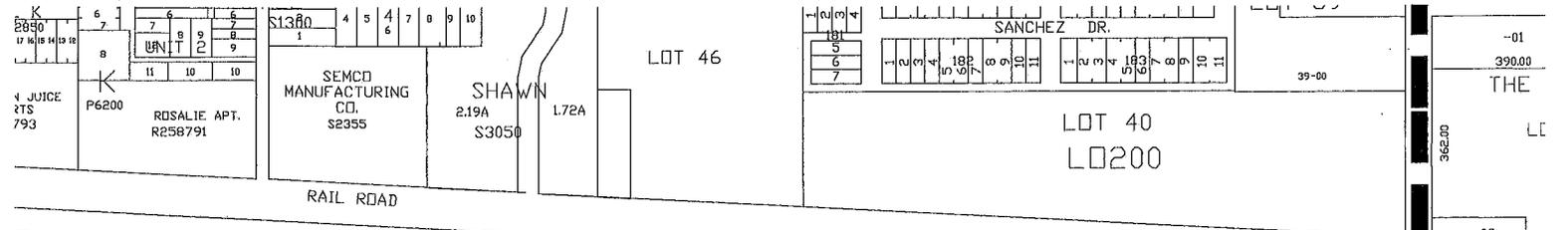
Rose Benavidez
Board Chair

ATTEST:

Secretary to the Board



01/07/2014



Review and Action as Necessary on Award of Proposals, Purchases, and Renewals

Approval of the following proposal awards, purchases, and renewals is requested as follows:

1) Graduation Caps and Gowns (Award)

Award the proposal for graduation caps and gowns to Jostens, Inc. (Minneapolis, MN) for the period beginning February 1, 2014 through January 31, 2015 with two one year options to renew, at an estimated cost of \$36,696.75.

The graduation caps and gowns will be issued to all STC graduates attending the May 2014 commencement ceremonies.

Proposal documents were advertised and sent to five (5) vendors. Four (4) responses were received and reviewed by Admissions and Records and Purchasing Department.

Funds for this expenditure are budgeted in the Graduation budget for FY 2013-2014.

2) Computers, Laptop and Server (Purchase)

Purchase computers, laptop and server from the State of Texas Department of Information Resources (DIR) approved vendors Dell Marketing, LP (Dallas, TX) and Apple Computer, Inc. (Dallas, TX) in the total amount of \$17,529.00.

All purchase requests for computers and laptops have been evaluated by Technology Resources Department and the Chief Information Officer. An itemized list with justification is included for your review and information. The purchases can be summarized as follows:

The purchases can be summarized as follows:

- Staff-Use Computers
 - ⇒ 2 Computers for Accountability and Management Services

- Faculty-Use Computers
 - ⇒ 2 Computers for Mathematics
 - ⇒ 2 Computers for World Language Department
 - ⇒ 2 Computers for Medical Information

- Staff-Use Laptop
 - ⇒ 1 Laptop for World Language Department

- Server
 - ⇒ 1 Server for Public Relations/Marketing

Funds for these expenditures are budgeted in the requesting department's budget for FY 2013-2014 as follows: Accountability and Management Services, Mathematics, World Language Department, Medical Information, and Public Relations/Marketing.

3) Interactive Pen Displays (Purchase)

Purchase interactive pen displays from Computime (Saint Louis, MO) (New Vendor), a sole source vendor, at a total cost of \$20,430.13.

The nineteen (19) interactive pen displays will be used for student instruction in the Computer Aided Drafting and Design (CADD) program in the Division of Technology. These displays/monitors will enable the students to draw with a digital pen using specific applications (Photoshop and other art software). It will enhance the students drawing skills using the latest technology.

Funds for this expenditure are budgeted in the CADD program budget for FY 2013-2014.

4) Internet Services (Purchase)

Purchase internet services from AT&T Corporation (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning March 1, 2014 through February 28, 2017, at a monthly cost of \$3,750.88 and an annual amount of \$45,010.56 for the following locations:

- Nursing Allied Health Campus - \$700.00 per month: \$8,400.00 annually
- Technology Campus - \$767.20 per month: \$9,206.40 annually
- Pecan Plaza - \$694.40 per month; \$8,332.80 annually
- Hidalgo Training Center - \$869.12 per month; \$10,429.44 annually
- Pharr Training Center - \$720.16 per month: \$8,641.92 annually

The State of Texas Department of Information Resources (DIR) contracts are for a three (3) year period. The total cost of the three-year contract is \$135,031.68.

The internet services will be provided from the STC Pecan Campus at 3200 W. Pecan Blvd. to the various locations which will be utilized by students, faculty and staff and will replace the current services provided by AT&T located at 3201 W. Pecan Blvd.

Funds for this expenditure are budgeted in the Phones Central Office budget for FY 2013-2014 and FY 2014-2017 pending board approval of budgets.

5) Internet Services – Pecan Campus (Purchase)

Purchase internet services – Pecan Campus from AT&T Corporation (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning March 1, 2014 through February 28, 2017, at a monthly cost of \$6,246.46 and an annual amount of \$74,957.52 and a one-time installation charge of \$5,600.00.

The State of Texas Department of Information Resources (DIR) contracts are for a three (3) year period. The total cost of the three-year contract is \$224,872.56.

The internet services will be provided to the STC Pecan Campus at 3200 W. Pecan Blvd. to be utilized by students, faculty and staff and will replace the current AT&T services located at 3201 W. Pecan Blvd.

Funds for this expenditure are budgeted in the Phones Central Office budget for FY 2013-2014 and FY 2014-2017 pending board approval of budgets.

6) Predictive Data Analytics Technology/Hosting Service (Purchase)

Purchase predictive data analytics technology from Civitas Learning, Inc. (Austin, TX) (New Vendor), for the period beginning February 1, 2014 through January 31, 2015, at a total cost to STC of \$75,000.00. The total investment is \$300,000.00 which the Texas Higher Education Coordinating Board (THECB) will pay \$150,000 and Texas A & M University – Commerce will pay \$75,000.00.

The Bachelors of Applied Science in Organizational Leadership (BAS-OL) was approved by the Southern Association of Colleges and Schools (SACS) on December 18, 2013. As a part of this program, the College is required to have in place a student learning and analytic assessment solution. The BAS-OL program will begin Spring 2014 with 15 students. By Fall of 2014, the program will grow to have over 100 students. This degree is part of a grant project being completed with THECB and Texas A & M University – Commerce.

The predictive analytics technology/hosting service is a cloud based service that also includes integrative applications (APPS). The technology platform delivers real time data analytics recommendations based on inputs from various information systems internal to the college (Banner, Blackboard, etc.). The platform takes in information from these various systems and makes predictions about student performance and success. This information is refreshed and updated in real time and predictions are adjusted accordingly. Based on these predictions information is sent to students, faculty, advisors, and administrators within the college, allowing for real time action and interventions.

This technology will be utilized to analyze student data to make predictions about student performance and success. These predictions will serve as triggers so that all parties know what type and when intervention is required to ensure student progress and success. It is a behavioral based technology that looks at past and present student performance to make predictions about future success. The technology allows students, faculty, advisors, and administrators to implement informative, individualized, preventive measures to aid in student performance and success. The Bachelors of Applied Science in Organizational Leadership degree is structured with six seven week terms. As such early identification and intervention will be critical to ensuring student success.

The predictive analysis technology/hosting service benefits are as follows:

- Students can easily select the best courses and degree plans for themselves, and identify ideal support resources to achieve their goals
- Faculty and advisors increase student engagement, understand which students are at risk, and know the right time to intervene
- Administrators analyze student performance, correctly identify which investments are working, and forecast needs for staffing, programs, and courses

- Ability to capture and understand performance of competency-based students in comparison to the student completing the curriculum in the traditional manner
- Facilitates degree completion, supports STC Comprehensive mission and strategic initiatives by being student centered, affordable, accessible, providing an alternative pathway to a bachelor degree with an emphasis on student success and completion.

Funds for this expenditure are budgeted in the BAT/BAS budget for FY 2013-2014.

7) Student Printers (Purchase)

Purchase student printers from Reyna Enterprises, Inc./dba Computer Repair Center (CRC) (McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$11,058.00.

The six (6) student printers will be installed at the following campuses: two (2) printers will be replaced at the Mid-Valley Library and two (2) at the Mid-Valley Open Labs. Two (2) printers will be set up at the NAH campus. These campuses have high volume printing and the printers at these campuses are obsolete and out of warranty.

Funds for this expenditure are budgeted in the Instructional Resources Open Lab budget for FY 2013-2014.

8) Subscription of Online Books (Purchase)

Purchase a subscription of online books from EBSCO Information Services (Dallas, TX), a sole source vendor, for the period beginning March 1, 2014 through February 28, 2015, at a total cost of \$11,277.00.

The subscription of online books includes 121,000 current electronic titles that will be concurrently accessible by faculty, staff and students. It will support online research across most academic and vocational disciplines including, art, business, economics, education, engineering, English, history, leadership, mathematics, nursing, performing arts, philosophy, political science, social sciences and technology. The digital format will be especially suitable for distance education and dual enrollment courses.

Funds for this expenditure are budgeted in the Library Services budget for FY 2013-2014.

9) Geotechnical Engineering and Materials Testing Services (Renewal)

Renew the geotechnical engineering and materials testing services contracts to provide services on an as needed basis for projects with a fee not to exceed \$30,000 per project beginning February 19, 2014 through February 18, 2015 with the following firms:

- Raba-Kistner Consultants, Inc. (McAllen, TX)
- Terracon Consultants, Inc. (Pharr, TX)

Some of the anticipated testing services which may be provided are as follows: environmental conditions including air quality, identifying asbestos type materials, soil conditions for proper foundation design, select fill dirt for proper compaction during construction, concrete samples during concrete pours, sub-grades, caliche base and asphalt for parking and road construction, structural steel reinforcing during construction, steel welding during construction and floors for levelness during construction.

The Board awarded the contracts for geotechnical engineering and materials testing services at the January 31, 2012 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins February 19, 2014 through February 18, 2015.

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

Funds for this expenditure are budgeted in the Construction budgets for F 2013-2014 and FY 2014-2015 pending Board approval of the budget.

10) Training Services for Dental Assisting and Dialysis Technician (Renewal)

Renew the contract for training services for dental assisting and dialysis technician with Condensed Curriculum International (Fairfield, NJ) for the period beginning February 1, 2014 through January 31, 2015, at a commission of 20% - 35% depending on the number of students per class.

The training services for dental assistant and dialysis technician will prepare participants for jobs in these demand fields. These training services are provided through South Texas College's Department of Continuing Professional and Workforce Education.

The Board awarded the contract for training services for dental assisting and dialysis technician at the January 29, 2013 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins February 1, 2014 through January 31, 2015.

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

Recommendation:

The Finance and Human Resources Committee recommended Board approval of the proposal awards, purchases, and renewals as listed below:

- 1) Graduation Caps and Gowns (Award):** award the proposal for graduation caps and gowns to Jostens, Inc. (Minneapolis, MN) for the period beginning February 1, 2014 through January 31, 2015 with two one year options to renew, at an estimated cost of \$36,696.75;
- 2) Computers, Laptop and Server (Purchase):** purchase computers, laptop and server from the State of Texas Department of Information Resources (DIR) approved vendor Dell Marketing, LP (Dallas, TX) and Apple Computer, Inc. (Dallas, TX) in the total amount of \$17,529.00;
- 3) Interactive Pen Displays (Purchase):** purchase interactive pen displays from Computime (Saint Louis, MO) (New Vendor), a sole source vendor, at a total cost of \$20,430.13;
- 4) Internet Services (Purchase):** purchase internet services from AT&T Corporation (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning March 1, 2014 through February 28, 2017, at a monthly cost of \$3,750.88 and an annual amount of \$45,010.56 for the following locations:
 - Nursing Allied Health Campus - \$700.00 per month; \$8,400.00 annually
 - Technology Campus - \$767.20 per month; \$9,206.40 annually
 - Pecan Plaza - \$693.40 per month; \$8,332.80 annually
 - Hidalgo Training Center - \$869.12 per month; \$10,429.44 annually

- Pharr Training Center - \$720.16 per month; \$8,641.92 annually
- 5) **Internet Services – Pecan Campus (Purchase):** purchase internet services – Pecan Campus from AT&T Corporation (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning March 1, 2014 through February 28, 2017, at a monthly cost of \$6,246.46 and an annual amount of \$74,957.52 and a one-time installation charge of \$5,600.00;
- 6) **Predictive Data Analytics Technology/Hosting Service (Purchase):** purchase predictive data analytics technology from Civitas Learning, Inc. (Austin, TX) (New Vendor), a sole source vendor, for the period beginning February 1, 2014 through January 31, 2015, at a total cost to STC of \$75,000.00. The total investment is \$300,000.00 which the THECB will pay \$150,000 and Texas A & M University – Commerce will pay \$75,000.00;
- 7) **Student Printers (Purchase):** purchase student printers from Reyna Enterprises, Inc./dba Computer Repair Center (CRC) (McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$11,058.00;
- 8) **Subscription of Online Books (Purchase):** purchase a subscription of online books from EBSCO Information Services (Dallas, TX), a sole source vendor, for the period beginning March 1, 2014 through February 28, 2015, at a total cost of \$11,277.00;
- 9) **Geotechnical Engineering and Materials Testing Services (Renewal):** renew the geotechnical engineering and materials testing services contracts to provide services on an as needed basis for projects with a fee not to exceed \$30,000 per project beginning February 19, 2014 through February 18, 2015 with the following firms:
 - Raba-Kistner Consultants, Inc. (McAllen, TX)
 - Terracon Consultants, Inc. (Pharr, TX)
- 10) **Training Services for Dental Assisting and Dialysis Technician (Renewal):** renew the contract for training services for dental assisting and dialysis technical with Condensed Curriculum International (Fairfield, NJ), for the period beginning February 1, 2014 through January 31, 2015, at a commission of 20% - 35% depending on the number of students per class.

SUMMARY TOTAL:

The total for all proposal awards, purchases, and renewals is \$291,958.96.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the proposal awards, purchases, and renewals as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

Review and Action as Necessary on Establishing a Bank Account for the Bond Construction Program

Approval to establish a new bank account at the College's depository bank is requested.

The primary purpose of establishing a new bank account is for depositing the proceeds of the South Texas College District Limited Tax Bonds, Series 2014, as needed to pay for the construction and equipping of College buildings in the College District.

Per Board Policy #5110: Comptrollership Function: Collection, Deposit, and Disbursement of College and Grant Funds, the Board of Trustees must approve the establishment of a bank account. The College expects to sell Bonds in January 2014 and to receive the bond proceeds in February 2014.

The funds will be deposited in accordance with the STC Board of Trustees approved Investment Policy and in a manner meeting the construction payment requirements of the College.

The Finance and Human Resources Committee recommended Board approval to establish a new bank account at the College's depository bank for the primary purpose of depositing the proceeds of the South Texas College District Limited Tax Bonds, Series 2014, as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the establishment of a new bank account at the College's depository bank for the primary purpose of depositing the proceeds of the South Texas College District Limited Tax Bonds, Series 2014, as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the establishment of a new bank account at the College's depository bank for the primary purpose of depositing the proceeds of the South Texas College District Limited Tax Bonds, Series 2014, as presented..

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

Review and Action as Necessary on Substantial Completion of Hail Damage Repairs for Pecan Campus Buildings H and J

Approval of substantial completion of Hail Damage Repairs for Pecan Campus Building H (Student Activities Center) and Building J (South Academic) is requested.

During the March, 2012 hail storm, buildings on the Pecan Campus were damaged. Repairs for these damages have been included in the insurance adjuster's list of damaged items. Plans and specifications describing the repairs were issued by Amtech Building Sciences for repair of each building or phase. Job Order Contractor proposals for building repairs were submitted by SpawGlass Contractors and approved. SpawGlass has since accomplished substantial completion for these phases of repair.

Planning & Construction staff along with representatives from Amtech Building Sciences visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, Certificates of Substantial Completion for these phases of repair were prepared. Copies of the Certificates of Substantial Completion are attached.

Contractor SpawGlass Contractors will continue working on the punch list items identified and will have thirty (30) days to complete before final completion can be recommended for approval. It is anticipated that final acceptance of this project will be recommended for approval at the February, 2014 Board meeting.

The Facilities Committee recommended Board approval of the substantial completion of Hail Damage Repairs for Pecan Campus Building H (Student Activities Center) and Building J (South Academic) as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the substantial completion of Hail Damage Repairs for Pecan Campus Building H (Student Activities Center) and Building J (South Academic) as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the substantial completion of Hail Damage Repairs for Pecan Campus Building H (Student Activities Center) and Building J (South Academic) as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President



AIA[®] Document G704[™] – 2000

Certificate of Substantial Completion

PROJECT:
(Name and address)

 Repair of Pecan Campus Hail
 Damaged Roofs and Related Equipment
 Phase 7 - Bldg H (P.O. Phase XII -
 P0059590)

PROJECT NUMBER: 12-011/

CONTRACT FOR: General Construction

CONTRACT DATE: August 10, 2012

 OWNER:

 ARCHITECT:

 CONTRACTOR:

 FIELD:

 OTHER:
TO OWNER:
(Name and address)

 South Texas College
 3200 W. Pecan Blvd
 McAllen, Texas 78501

TO CONTRACTOR:
(Name and address)

 SpawGlass Contractors, Inc.
 4909 E. Grimes, Ste. 116
 Harlingen, Texas 78550

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

Building H

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

Warranty

Garland Co. 15 Yr. NDL Warranty

All other Warranties

Date of Commencement

The 15 yr. Garland NDL Warranty will not commence until all roofs at the STC Pecan Campus that use Garland Co. Roofing Materials are Substantially Complete.

No other warranties shall commence before December 23, 2013. Should any Manufacturer's and/or Installer's Warranties list a commencement date before December 23, 2013, they shall be revised to reflect December 23, 2013 as the warranty commencement date.

Michael D. Hovar, AIA, LEED AP

ARCHITECT

BY

12/23/2013

DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

Cost estimate of Work that is incomplete or defective: \$2,200.00

The Contractor will complete or correct the Work on the list of items attached hereto within Thirty (30) days from the above date of Substantial Completion.

Clayton Frady, Project Manager

SpawGlass Contractors, Inc.

CONTRACTOR

BY

DATE

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User Notes:

(2020168048)

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at _____ (time) on _____ (date).

Dr. Shirley A. Reed, President
South Texas College

OWNER

BY

DATE

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)

The Contractor accepts responsibility for the safety of the building occupants and passers-by while undertaking the corrective measures outlined in the punch-list. The Owner accepts responsibility for insurance, maintenance, utilities and damages to the work - other than damage caused by the Contractor while in the process of undertaking the corrective measures - as the date of Substantial Completion.





AIA Document G704™ – 2000

Certificate of Substantial Completion

PROJECT:

(Name and address)

Repair of Pecan Campus Hail
Damaged Roofs and Related Equipment
Phase 6 - Bldg J (P.O. Phase X -
P0059205)

PROJECT NUMBER: 12-011/

CONTRACT FOR: General Construction

CONTRACT DATE: August 10, 2012

OWNER:

ARCHITECT:

CONTRACTOR:

FIELD:

OTHER:

TO OWNER:

(Name and address)

South Texas College
3200 W. Pecan Blvd
McAllen, Texas 78501

TO CONTRACTOR:

(Name and address)

SpawGlass Contractors, Inc.
4909 E. Grimes, Ste. 116
Harlingen, Texas 78550

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

Building J

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

Warranty

Garland Co. 15 Yr. NDL Warranty

All other Warranties

Date of Commencement

The 15 yr. Garland NDL Warranty will not commence until all roofs at the STC Pecan Campus that use Garland Co. Roofing Materials are Substantially Complete.

No other warranties shall commence before December 23, 2013. Should any Manufacturer's and/or Installer's Warranties list a commencement date before December 23, 2013, they shall be revised to reflect December 23, 2013 as the warranty commencement date.

Michael D. Hovar, AIA, LEED AP

ARCHITECT

Michael D. Hovar
BY

12/23/2013

DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

Cost estimate of Work that is incomplete or defective: \$20,000.00

The Contractor will complete or correct the Work on the list of items attached hereto within Thirty (30) days from the above date of Substantial Completion.

Clayton Frady, Project Manager
SpawGlass Contractors, Inc.

CONTRACTOR

Clayton Frady
BY

1/8/14
DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at _____ (time) on _____ (date).

Dr. Shirley A. Reed, President
South Texas College

OWNER

BY

DATE

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)

The Contractor accepts responsibility for the safety of the building occupants and passers-by while undertaking the corrective measures outlined in the punch-list. The Owner accepts responsibility for insurance, maintenance, utilities and damages to the work - other than damage caused by the Contractor while in the process of undertaking the corrective measures - as the date of Substantial Completion.



Review and Action as Necessary on Contracting Civil Engineering Services for Preparation of a Subdivision Plat for the Nursing & Allied Health Campus West 6.63 Acres

Approval to contract civil engineering services for the preparation of a subdivision plat for the Nursing & Allied Health Campus west 6.63 acres is requested.

In 2010, the City of McAllen committed to provide STC 6.63 acres for the expansion of the Nursing & Allied Health Campus. In order for the City to authorize future construction projects on the west 6.63 acres, a subdivision plat must be prepared and recorded with the County of Hidalgo.

It is standard practice for STC staff to meet with the City's Planning, Utilities, Engineering and Code Enforcement staff to provide them with information on proposed projects and review the City's requirements affecting each project and therefore a meeting was held to review the proposed parking lot design. Perez Consulting Engineers (PCE) was included in this meeting since they were recently approved to design the parking expansion for the Nursing & Allied Health Campus. During this meeting, it was determined that the 6.63 acres offered by the City have not been previously platted and therefore a subdivision plat is required before new construction can proceed.

It will be beneficial to the parking lot expansion project to have Perez Consulting Engineers prepare the subdivision plat so they can become familiar with the property's characteristics and limitations which will affect the design of the parking lot expansion. Although civil engineers from the annually approved list are normally approved based on rotation order and total amount of fees approved, in this case Perez Consulting Engineers is being recommended based on the knowledge they will acquire during subdivision process which will impact the parking lot design.

Perez Consulting Engineers is currently under a one year approval to provide civil engineering services for projects under \$500,000. Fees for preparing and recording the subdivision plat are estimated to be between \$15,000 and \$18,000. A fee proposal will be requested and negotiated with Perez Consulting Engineers upon Board approval. It is recommended that Perez Consulting Engineers be contracted to develop and record the subdivision plat for this campus.

Five civil engineering firms listed below were previously approved by the Board for one year to provide professional services as needed for projects under \$500,000.00.

1. Dannenbaum Engineering
2. Half Associates, Inc.
3. Meldon & Hunt
4. Perez Consulting Engineers
5. R. Gutierrez Engineering

Based on the benefits anticipated for the design of the parking lot expansion, Perez Consulting Engineers is recommended to provide engineering services for the preparation of a subdivision plat for this campus.

Funds are budgeted in the FY 2013-2014 Land budget which are available for this service.

Project Budget		
Budget Components	Amount Budgeted	Actual Cost
Design	\$20,000	Actual design fees are estimated at \$18,000 and will be finalized during contract negotiations

The Facilities Committee recommended Board approval to contract civil engineering services with Perez Consulting Engineers for the preparation of a subdivision plat for the Nursing & Allied Health Campus west 6.63 acres as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting civil engineering services with Perez Consulting Engineers for the preparation of a subdivision plat for the Nursing & Allied Health Campus west 6.63 acres as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes contracting civil engineering services with Perez Consulting Engineers for the preparation of a subdivision plat for the Nursing & Allied Health Campus west 6.63 acres as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

Civil Engineering Services On Call

Board Approval	Project Awarded	Firm	Campus	Project	Amount	Totals	Percent Fee	Construction Amount
11/28/2011		Dannenbaum Engineering Half Associates, Inc. Meldon & Hunt Perez Consulting Engineers R. Gutierrez Engineering		Award: 11/29/11 to 11/28/12 w/ two one-year renewals	Projects under \$500K			
	9/19/2011	R. Gutierrez Engineering	Other	Starr/HUD Demolition of Housing Units	41,275.00		20.97%	\$ 196,841.00
		R. Gutierrez Engineering				41,275.00		
	2/23/2012	Half Associates	Mid Valley	2012 Parking Expansion	59,000.00		14.42%	\$ 409,041.90
		Half Associates				59,000.00		
	11/27/2012	Dannenbaum Engineering	District-wide	ADA Improvements for Building to Building Access	25,000.00		11.55%	\$ 216,535.81
		Dannenbaum Engineering				25,000.00		
	11/27/2012	Perez Consulting Engineers	Pecan	Demolition of James Property	12,960.00		29.59%	\$ 43,801.00
		Perez Consulting Engineers				12,960.00		
9/27/2012				1st Renewal: 11/29/12 to 11/28/13				
	1/29/2013	Meldon & Hunt	Mid Valley	Resurfacing Existing Parking Lot 4	21,925.25		14.62%	\$ 149,933.65
		Meldon & Hunt				21,925.25		
	2/26/2013	R. Gutierrez Engineering	Pecan Plaza	Parking Lot Resurfacing and Area Lighting Replacement	21,591.55		10.00%	\$ 215,915.50
		R. Gutierrez Engineering				21,591.55		
	10/28/2013	Half Associates	Technology	Detention Pond Improvements	8,500.00		28.33%	30,000.00*
		Half Associates				8,500.00		
	11/26/2013	Perez Consulting Engineers	NAH	Parking Lot Expansion	22,000.00*		9.17%	240,000.00*
		Perez Consulting Engineers				22,000.00*		
				TOTALS	212,251.80	212,251.80		

* Estimated Amount

** Fees for demolition design services are not consistent with fees for design of new construction.

Civil Engineering Services On Call - Contract Period Ending 11/28/14

	Contract Awards		Future		Total
	11/29/11 - present	Current Project	Projects (Estimated)	(Estimated)	
Dannebaum Engineering	\$ 25,000.00	\$ -	\$ 20,000.00	\$ 45,000.00	
Half Associates, Inc.	\$ 67,500.00	\$ -	\$ -	\$ 67,500.00	
Meldon & Hunt	\$ 21,925.25	\$ -	\$ 24,000.00	\$ 45,925.25	
Perez Consulting Engineers	\$ 34,960.00	\$ 18,000.00	\$ -	\$ 52,960.00	
R. Gutierrez Engineering	\$ 62,866.55	\$ -	\$ -	\$ 62,866.55	
Total	\$ 212,251.80	\$ 18,000.00	\$ 44,000.00	\$ 274,251.80	

Other future projects will continue to be awarded based on rotation, project cost amount, and other pertinent information.

Review and Action as Necessary on Contracting Electrical Engineering Design Services for Pecan G, H, and X Electrical Disconnects

Approval to contract electrical engineering design services for the Pecan Campus Building G (North Academic Building), H (Student Activities Building), and X (Ann Richards Administrative Annex) Electrical Disconnects project is requested.

These proposed improvements include the replacement of three electrical disconnects which provide electrical service to three buildings on the Pecan Campus. These units are approximately fifteen years old and have met their expected life cycle. The metal housings have rusted openings where moisture enters and causes them to shut down on wet days. The presence of moisture in and around these electrical power units has also become a safety concern. Replacement of these units is included in staff's deferred maintenance plan and therefore has been included in the FY 2013-2014 Renewal and Replacement budget. The attached photo shows the current condition of one unit.

It is recommended that the services of an electrical engineer be contracted to prepare plans and specifications for this deferred maintenance project. When complete, the plans and specifications will be used for solicitation of construction services.

Two Mechanical, Electrical and Plumbing (MEP) engineering firms listed below were previously approved by the Board for one year to provide professional services as needed for projects under \$300,000.00.

1. ACR Engineering
2. Half Associates, Inc.

Based on the order of previously approved services and total amount of fees paid to these firms, ACR Engineering is recommended to provide electrical engineering services for this project. Fees previously approved for ACR Engineer are approximately half of those approved for the other firm.

Funds in the amount of \$50,000 are budgeted in the FY 2013-2014 Renewals and Replacements budget for these improvements and \$7,500 is budgeted for design services with final amount to be negotiated.

Project Budget		
Budget Components	Amount Budgeted	Actual Cost
Design	\$7,500	Actual design fees are estimated at \$7,000 and will be finalized during contract negotiations
Construction	\$50,000	Actual cost will be determined after the solicitation of construction proposals

The Facilities Committee recommended Board approval, to contract electrical engineering services with ACR Engineering for the Pecan Campus Buildings G, H, and X Electrical Disconnects as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting electrical engineering services with ACR Engineering for the Pecan Campus Buildings G, H, and X Electrical Disconnects as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes contracting electrical engineering services with ACR Engineering for the Pecan Campus Buildings G, H, and X Electrical Disconnects as presented.

Approval Recommended:

**Shirley A. Reed, M.B.A., Ed.D.
President**



Electrical Disconnect
Unit Serving the
Ann Richards
Administrative Annex

Mechanical Electrical Plumbing (MEP) Engineering Services On Call

Board Approval	Project Awarded	Firm	Campus	Project	Amount	Totals	Percent Fee	Construction Amount
7/25/2011	ACR Engineering Halff Associates			Award: 7/26/11 to 7/25/2012	Projects Under \$300K			
	11/28/2011 Halff Associates		Starr County	HVAC Chiller Replacement	28,500.00		9.88%	288,500.00
	4/4/2012 Halff Associates		Technology	Fire Sprinkler Renovation	7,500.00		4.57%	164,147.00
	12/12/2011 ACR Engineering		Pecan	Demarcation Engineering Study	3,500.00			N/A
9/27/2012	ACR Engineering Halff Associates			Renewal: 7/26/12 to 7/25/13		3,500.00		
	11/27/2012 ACR Engineering		Pecan	Demarcation Relocation Improvements	12,656.00		22.15%	57,149.00
	6/18/2013 ACR Engineering		District Wide	Automatic Doors	6,000.00		6.22%	96,500.00
	12/11/2012 Halff Associates		Pecan	Art Lab Building Improvements	6,925.00	18,656.00	29.38%	23,568.00
5/28/2013	ACR Engineering Halff Associates			Renewal: 7/26/13 to 7/25/14		6,925.00		
	8/15/2013 Halff Associates		Pecan	Information Booths	4,650.00			TBD
	11/26/2013 Halff Associates		Pecan	Pecan G226 and Pecan Plaza 2605 Computer Lab Improvements	TBD			44,000.00*
	10/28/2013 ACR Engineering		Starr County	Parking Lot 5 Lighting and South Drive Lighting	9,000.00	4,650.00	8.57%	105,000.00*
						9,000.00		
				TOTALS	78,731.00	78,731.00		

*Estimated

Mechanical Engineering Plumbing (MEP) Engineering Services On Call - Contract Period Ending 7/25/14

	Contract Awards		Current		Future		Total
	7/26/11 - present	Project	Project	Projects (Estimated)	Projects (Estimated)	(Estimated)	
ACR Engineering	\$ 31,156.00	\$ 7,500.00	\$ 7,500.00	\$ 22,000.00	\$ 22,000.00	\$ 60,656.00	
Halff Associates, Inc.	\$ 47,575.00	\$ -	\$ -	\$ 25,500.00	\$ 25,500.00	\$ 73,075.00	
Total	\$ 78,731.00	\$ 7,500.00	\$ 7,500.00	\$ 47,500.00	\$ 47,500.00	\$ 133,731.00	

Other future projects will continue to be awarded based on rotation, project cost amount, and other pertinent information.

Review and Action as Necessary on Contracting Construction Services for Electrical Improvements for the Pecan Campus Information Booth

Approval to select a contractor for the Electrical Improvements for the Pecan Campus Information Booth project is requested.

For fiscal year 2013-2014 construction funds have been budgeted for placement of two temporary information/security booths at two main entrances on the Pecan Campus. Booths have been placed in their respective locations which are being monitored to determine if the locations are the most beneficial. These booths are mobile and can be relocated if the current locations prove to be problematic.

Because they are mobile, electrical power for each booth is currently provided by generators. After three months of use and monitoring, staff has concluded that the booth located at the 29th Street entrance should remain as a permanent location and therefore permanent electrical power should be provided. To prepare for installation of permanent power, an electrical engineer with Halff Associates assisted staff with preparation of plans and specifications.

STC staff and Halff Associates have issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began December 9, 2013. Five (5) proposals were issued and a total of three (3) were received on January 7, 2014.

Timeline for Solicitation of Competitive Sealed Proposals	
December 9, 2013	Solicitation of competitive sealed proposals. Five (5) sets of construction documents were issued.
January 7, 2014	Three (3) proposals were received.

Staff evaluated these proposals and prepared the attached proposal summary. It is recommended that the top ranked contractor be recommended for Board approval. Funds are available in the FY 2013-2014 Construction budget through other project savings.

The Facilities Committee recommended Board approval to contract construction services with Alpha Building Corporation in the amount of \$31,500 for the Pecan Campus Information Booth project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting construction services with Alpha Building Corporation in the amount of \$31,500 for the Pecan Campus Information Booth project as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes contracting construction services with Alpha Building Corporation in the amount of \$31,500 for the Pecan Campus Information Booth project as presented.

Approval Recommended:

**Shirley A. Reed, M.B.A., Ed.D.
President**

**SOUTH TEXAS COLLEGE
 PECAN CAMPUS INFORMATION BOOTH ELECTRICAL IMPROVEMENTS
 PROJECT NO. 13-14-1033**

VENDOR		Alpha Building Corporation	Metro Electric, Inc.	Zitro Electric
ADDRESS		222 E Van Buren #503	1901 Industrial Dr	604 Palmview Dr
CITY/STATE		Harlingen, TX 78550	McAllen, TX 78504	Palmview, TX 78574
PHONE		956-622-3242	956-686-2323	956-581-8899
FAX		956-622-3102	956-686-2406	956-581-8892
CONTACT		Gustavo E. Grajales	Michael A. Gerdes	Mike Peña
#	Description	Proposed	Proposed	Proposed
1	Base Bid: Pecan Campus Information Booth Electrical Improvements	\$ 31,500.00	\$ 48,456.00	\$ 49,500.00
2	Notice to Proceed	10 days	10 days	10 days
3	Completion of Work	30 days	90 days	30 days
TOTAL PROPOSAL AMOUNT		\$ 31,500.00	\$ 48,456.00	\$ 49,500.00
TOTAL EVALUATION POINTS		93.7	65.5	63.1
RANKING		1	2	3

**SOUTH TEXAS COLLEGE
PECAN CAMPUS INFORMATION BOOTH ELECTRICAL IMPROVEMENTS
PROJECT NO. 13-14-1033
EVALUATION FORM**

VENDOR		Alpha Building Corporation	Metro Electric, Inc.	Zitro Electric			
ADDRESS		222 E Van Buren #503	1901 Industrial Dr	604 Palmview Dr			
CITY/STATE		Harlingen, TX 78550	McAllen, TX 78504	Palmview, TX 78574			
PHONE/FAX		956-622-3242	956-686-2323	956-581-8899			
FAX		956-622-3102	956-686-2406	956-581-8892			
CONTACT		Gustavo E. Grajales	Michael A. Gerdes	Mike Peña			
1	The Respondent's price proposal. (up to 50 points)	50	50	32.5	32.5	32	32
		50		32.5		32	
		50		32.5		32	
		50		32.5		32	
		50		32.5		32	
2	The Respondent's experience and reputation. (up to 10 points)	8.5	8.8	9	9	9	8.3
		9		9		8	
		8		9		8	
		9		9		8	
		9.5		9		8.5	
3	The Respondent's financial standing. (up to 10 points)	9	8.3	7	6.2	6	5
		8		5		4	
		9		7		7	
		7		5		4	
		8.5		7		4	
4	The Respondent's organization and approach to the project. (up to 10 points)	7.5	7.9	7	6	5	5
		9		5		4	
		6		7		7	
		8		5		5	
		9		6		4	
5	The Respondent's time frame for completing the project. (up to 10 points)	10	10	3	3	10	10
		10		3		10	
		10		3		10	
		10		3		10	
		10		3		10	
6	The Respondent's job site safety program. (up to 10 points)	8.5	8.7	9	8.8	2	2.8
		9		8		2	
		9		9		5	
		8		9.5		2	
		9		8.5		3	
TOTAL EVALUATION POINTS		93.7		65.5		63.1	
RANKING		1		2		3	

Review and Action as Necessary on Contracting Construction Services for Pecan Campus and Starr County Campus Buildings Exterior Painting

Approval to select a contractor for the Pecan Campus and Starr County Campus Exterior Painting project is requested.

It has become apparent over the past six to nine years that bold colors on building exteriors on the Pecan Campus and Starr County Campus have faded in areas with a stucco type finish. There are a total of three buildings on the Pecan Campus and three buildings on the Starr County Campus which are in need of improvement to dark colors such as purple, red, blue, green, and yellow. Color on these surfaces was applied as an integral pigment in the final cement finish coat. Time has shown that these bold colors applied in this manner lose their intensity because of the sun's ultra violet rays.

As a remedy to the color fading, staff researched various options and proposes to bring the colors back to their original look by using paint over the original stucco finish. With the proper paint product designed to withstand fading caused by UV rays, colors will have a longer life cycle and can be readily maintained using the same paint when needed.

STC staff issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began November 11, 2013. A total of nine (9) proposals were issued and a total of four (4) proposals were received on November 26, 2013.

Timeline for Solicitation of Competitive Sealed Proposals	
November 11, 2013	Solicitation of competitive sealed proposals. Nine (9) sets of construction documents were issued.
November 26, 2013	Four (4) proposals were received.

Staff evaluated these proposals and prepared the attached proposal summary.

Funds are available in the FY 2013-2014 Renewals and Replacements budget.

Source of Funding	Amount Budgeted	Highest Ranked Proposal
Renewal and Replacements	\$210,000	\$145,475

The Facilities Committee recommended Board approval to contract construction services with Alpha Building Corporation in the amount of \$145,475 for the Pecan Campus and Starr County Campus Exterior Painting project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting construction services with Alpha Building Corporation in the amount of \$145,475 for the Pecan Campus and Starr County Campus Exterior Painting project as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes contracting construction services with Alpha Building Corporation in the amount of \$145,475 for the Pecan Campus and Starr County Campus Exterior Painting project as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.

President

**SOUTH TEXAS COLLEGE
 PECAN CAMPUS & STARR COUNTY CAMPUS BUILDINGS EXTERIOR PAINTING
 PROJECT NO. 13-14-1031**

VENDOR	Alpha Building Corporation	Bougambillas Construction, LLC.	RGV Alliance Construction, LLC.	Rojas Lath & Plaster, Inc.	
ADDRESS	222 E Van Buren #503	1352 W Levee St	P O Box 5711	1016 N 47th	
CITY/STATE	Harlingen, TX 78550	Brownsville, TX 78520	McAllen, TX 78502	McAllen, TX 78501	
PHONE	956-622-3242	956-541-1390	956-287-1819	956-212-6819	
FAX	956-622-3102	956-541-1925	956-287-1712	956-992-8904	
CONTACT	Gustavo E. Grajales	Miguel A. Cisneros	Jesus Gonzalez, Jr.	Gilbert Rojas	
Description	Proposed	Proposed	Proposed	Proposed	
Option A: Make designated joint sealant repairs, make designated repairs to stucco and EIFS walls and apply the specified Coating System (Paint) by Dryvit over existing textured EIFS and stucco clad walls; all at the designated wall areas of:					
1	Pecan Campus Bldgs: L, M & N	\$ 77,218.00	\$ 73,012.00	\$ 169,464.65	\$ 296,050.00
2	Starr Campus Bldgs: E, G & H	\$ 105,903.00	\$ 116,365.00	\$ 131,753.89	\$ 195,850.00
3	Total Proposal Amount for Option A	\$ 183,121.00	\$ 189,377.00	\$ 301,218.54	\$ 491,900.00
Option B: Make designated joint sealant repairs, make designated repairs to the stucco and EIFS walls, and apply the specified Coating System (Paint) by Sherwin Williams over existing textured EIFS and stucco clad walls; all at the designated wall areas of:					
4	Pecan Campus Bldgs: L, M & N	\$ 61,067.00	\$ 74,191.00	\$ 161,807.54	\$ 330,357.00
5	Starr Campus Bldgs: E, G & H	\$ 84,408.00	\$ 54,354.00	\$ 124,311.64	\$ 230,452.00
6	Total Proposal Amount for Option B	\$ 145,475.00	\$ 128,545.00	\$ 286,119.18	\$ 560,809.00
7	Bid Bond	Yes	Yes	Yes	Not Provided
8	Begin Work within	10 working days	10 working days	15 working days	No Response
9	Time of Completion	60 calendar days	60 calendar days	180 calendar days	No Response
Total Proposal Amount for Option A		\$ 183,121.00	\$ 189,377.00	\$ 301,218.54	\$ 491,900.00
Total Proposal Amount for Option B		\$ 145,475.00	\$ 128,545.00	\$ 286,119.18	\$ 560,809.00
Total Evaluation Points		89	78.6	51.4	****
Ranking		1	2	3	

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

**SOUTH TEXAS COLLEGE
PECAN CAMPUS & STARR COUNTY CAMPUS BUILDINGS EXTERIOR PAINTING
PROJECT NO. 13-14-1031
EVALUATION FORM**

VENDOR		Alpha Building Corporation	Bougambilias Construction, LLC.	RGV Alliance Construction, LLC.			
ADDRESS		222 E Van Buren #503	1352 W Levee St	P O Box 5711			
CITY/STATE		Harlingen, TX 78550	Brownsville, TX 78520	McAllen, TX 78502			
PHONE		956-622-3242	956-541-1390	956-287-1819			
FAX		956-622-3102	956-541-1925	956-287-1712			
CONTACT		Gustavo E. Grajales	Miguel A. Cisneros	Jesus Gonzalez, Jr.			
1	The Respondent's price proposal. (up to 50 points)	44	44	50	50	22	22
		44		50		22	
		44		50		22	
		44		50		22	
		44		50		22	
2	The Respondent's experience and reputation. (up to 10 points)	9	9.1	7	6.6	8	8.4
		10		5		8	
		9		7		9	
		8		6		8	
		9.5		8		9	
3	The Respondent's financial standing. (up to 10 points)	8	8.7	6	4.6	3	3.2
		10		3		2	
		9		6		4	
		8		3		3	
		8.5		5		4	
4	The Respondent's organization and approach to the project. (up to 10 points)	9	8.9	6	5.2	7	6.4
		9		3		5	
		9.5		6		7	
		8		5		6	
		9		6		7	
5	The Respondent's time frame for completing the project. (up to 10 points)	10	10	10	10	3	3
		10		10		3	
		10		10		3	
		10		10		3	
		10		10		3	
6	The Respondent's job site safety program. (up to 10 points)	9	8.3	2	2.2	9	8.4
		9		3		8	
		8		2		9	
		7		2		9	
		8.5		2		7	
TOTAL EVALUATION POINTS		89	78.6	51.4			
RANKING		1	2	3			

Review and Action as Necessary on Substantial Completion for Pecan Plaza Parking Lot Resurfacing and Area Lighting Replacement

Approval of substantial completion for the Pecan Plaza Parking Lot Resurfacing and Area Lighting Replacement project is requested.

Engineers with R. Gutierrez Engineering and STC staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, a Certificate of Substantial Completion for the project was certified on January 5, 2014. A copy of the Substantial Completion Certificate is attached.

SDM Construction & Development will continue working on the punch list items identified and will have thirty (30) days to complete before final completion can be recommended for approval. It is anticipated that final acceptance of this project will be recommended for approval at the February, 2014 Board meeting.

The Facilities Committee recommended Board approval of the substantial completion of Pecan Plaza Parking Lot Resurfacing and Area Lighting Replacement project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the substantial completion of Pecan Plaza Parking Lot Resurfacing and Area Lighting Replacement project as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the substantial completion of Pecan Plaza Parking Lot Resurfacing and Area Lighting Replacement project as presented.

Approval Recommended:

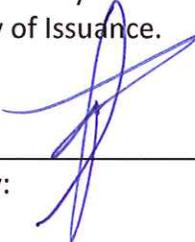
Shirley A. Reed, M.B.A., Ed.D.
President

Certificate of Substantial Completion

PROJECT: STC PECAN PLAZA PARKING LOT IMPROVEMENTS
PROJECT NUMBER: ENG13.007
OWNER: SOUTH TEXAS COLLEGE
CONTRACTOR: SDM CONSTRUCTION AND DEVELOPMENT, LLC

The Work performed under this Contract has been reviewed and found, to the Engineer’s best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below: Construction time is stopped at the day of Issuance.

Hernan A. Lugo, P.E.
Engineer

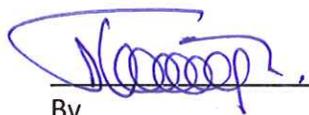
By: 

1/5/2014
Date of Issuance

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

The Contractor will complete or correct the Work on the list of items attached hereto and complete the work by January 17, 2014.

SDM Construction & Development, LLC
Contractor

By: 

01/09/2014
Date

The Owner accepts the Work or designated portion as substantially complete and will assume full possession thereof, in accordance with the contract documents.

SOUTH TEXAS COLLEGE
Owner

By: _____

_____ Date

Update on Status of Construction Projects

The Facilities Planning & Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement project currently in progress. Staff have added a new Construction Projects Progress Report that gives a quick, one-page view of ongoing projects.

This item is for the Board's information only. No action is requested.

CONSTRUCTION PROJECTS PROGRESS REPORT 01/16/14

Project number	PROJECT DESCRIPTION	Project Development				Design Phase				Solicitation of Proposals			Construction Phase				
		Board approval of AVE	Programming	Concept development	Schematic Approval	30%	60%	95%	100%	Solicitation of Proposals	Board approval of contractor	Construction start	30%	50%	75%	95%	100%
Pecan Campus and Pecan Plaza																	
1-004	Pecan Plaza - Police Department Space Renovation																
1-005	Pecan - Cooper Center Conf Rm Acoustic Upgrades	N/A															
1-006	Pecan - Information Booths Electrical Connection	N/A	N/A	N/A	N/A												
1-007	Pecan - Library Staff Offices Re-Carpeting (RR)	N/A															
1-008	Pecan - Annex Re-Carpeting (RR)	N/A															
1-009	Pecan - M, N & L Repaint Purple Areas (RR)																
1-010	Plaza - Resurface Parking Lot/Replace Area Lighting (RR)																
1-011	Pecan - Hail Damage Repairs (RR)																
1-012	Pecan - Annex Grant/Accountability Office Improvements																
1-013	Pecan - NAB G226 Astronomy Computer Lab																
1-014	Pecan - Art Building Ceramics Studio Improvements																
1-015	Pecan - Stud Serv Bldg Admissions Office Modifications																
1-016	Plaza - Continuing Education Space Renovation																
1-017	Plaza - 2605 GED Computer Testing Lab																
1-021	Pecan - Building G, H & X Electrical Disconnects																
Mid Valley Campus																	
2-002	MV - SAB Art Lab Improvements																
2-003	MV - Resurface Parking Lot 4 (RR)																
Technology Campus																	
3-001	TC - Welding Lab Expansion Ph II																
3-003	TC - Modifications for Career Planning Services Center	N/A								N/A	N/A						
3-005	TC - Detention Pond Improvements (RR)																
Nursing and Allied Health Campus																	
4-001	NAH - Parking Lot Expansion																
Starr County Campus																	
5-001	Starr - HVAC Chiller Replacement (RR)																
5-002	Starr - Stucco Painting for Buildings (RR)																
5-003	Starr - Parking Lot 5 Lighting																
5-004	Starr - South Drive Lighting																
5-006	Starr - Repair Building H Concrete Columns	N/A	N/A														
District Wide Improvements																	
6-002	DW - Secured Storage Areas	N/A															
6-003	DW - ADA Automatic Door Openers																
6-004	DW - Building to Building ADA Accessibility																
6-005	DW - Outdoor Furniture	N/A															
6-006	DW - Directional Signage	N/A	N/A	N/A	N/A												
6-007	DW - Classroom Remote Door Lock System and Hardware	N/A	N/A	N/A	N/A												

For FY 2013-2014 there are currently 34 projects in progress or completed and 24 scheduled for commencement during this fiscal year

Status of Construction Projects January 2014

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Pecan Campus							
Pecan Plaza Renovations for Police Department	30%	May, 2014	1. Construction Phase 2. Construction is in progress	\$1,200,000	\$864,000	\$41,325	\$822,675
Acoustical Panels for Cooper Center Conference Rooms	30%	February, 2014	1. Construction Phase 2. Materials have been ordered and will be installed during the month of February, 2014	\$18,000	\$14,920.96	\$0	\$14,920.96
Electrical Improvements to Pecan Campus Information Booth	05%	March, 2014	1. Construction Phase 2. Request Board approval of contractor in January, 2014	\$0	TBD	\$0	TBD
Library carpet replacement	100%	September, 2013	1. Construction Phase 2. Carpet has been installed	\$36,000	\$32,395	\$32,395	\$0
Administrative Building Carpet Replacement	100%	December, 2013	1. Construction Phase 2. Installation was completed during the Winter Break	\$57,200	\$37,282	\$37,282	\$0
Stucco Painting for Buildings M, N & L	05%	April, 2014	1. Construction phase 2. Request Board approval of contractor in January, 2014	\$210,000	TBD	\$0	TBD
Pecan Plaza Parking Lot Resurfacing and Area Lighting	95%	January, 2014	1. Construction phase 2. Substantial Completion was certified on January 5, 2014	\$200,000	\$220,045.93	\$37,102.72	\$182,943.21
Hail Damage Repairs Design	100%	August, 2013	1. Design Phase 2. Amtech has completed design of all design phases 3. They will continue with construction administration	Design \$550,000	Design \$452,012.85	Design \$380,548.88	Design \$71,463.97
Hail Damage Repairs Construction	85%	February, 2014	1. Construction Phase 2. Phases 1 through 10,12,13,14,16, and 17 are substantially complete 3. Phase 11,15,19 and 20 are in progress	Const. \$5,500,000	Const. \$8,411,854	Const. \$6,151,810.18	Const. \$1,726,691.81

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Grant/Accountability Office Improvements	15%	February, 2014	1. Design Phase 2. Staff is working with architect on design development	\$4,000	TBD	\$0	TBD
North Academic Building G226 Astronomy Computer Lab	10%	February, 2014	1. Design Phase 2. Staff is working with electrical engineer on design of additional electrical circuits and data cabling	\$3,700	TBD	\$0	TBD
Art Building Ceramics Studio Improvements	5%	February, 2014	1. Design Phase 2. Staff is working with architect on design development 3. Possible relocation of proposed improvements to adjacent lab	\$3,000	TBD	\$0	TBD
Student Services Building Offices Modifications	15%	March, 2014	1. Design Phase 2. Staff is working with architect on design development	\$23,108	TBD	\$0	TBD
Pecan Plaza Continuing Education classrooms improvements	20%	January, 2014	1. Design Phase 2. Working with staff and architect to develop schematic design floor plan	\$25,500	TBD	\$0	TBD
Pecan Plaza 2605 GED Computer Testing Lab	10%	February, 2014	1. Design Phase 2. Staff is working on design of computer data ports to be added 3. Electrical engineer will not be required due to sufficient existing electrical power	\$6,000	TBD	\$0	TBD
Pecan Campus Buildings G, H & X Electrical Disconnects	0%	April, 2014	1. Design Phase 2. Request Board approval of electrical engineer in January, 2014	\$50,000	TBD	\$0	\$50,000
Mid Valley Campus							
South Academic Building Art Lab Improvements	95%	January, 2014	1. Construction Phase 2. Construction work is substantially complete 3. Punch list work is in progress	\$40,000	\$42,500	\$32,623	\$9,877

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Resurfacing Parking Lot 4	99%	August, 2013	<ol style="list-style-type: none"> 1. Construction Phase 2. Engineer has certified Substantial Completion 3. Punch list work was completed during the month of September 4. During the Winter Break, contractor corrected areas which did not drain well as a result of the new asphalt surface 5. Pending inspection of all completed work 	\$300,000	\$149,933.65	\$123,162.97	\$26,770.68
Technology Campus							
Welding Lab Expansion	80%	February, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Work is currently in progress and on schedule 	\$100,000	\$116,000	\$81,795	\$34,205
Modifications for Career Planning Services Center	30%	February, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Improvements are minor and are being done by STC Maintenance staff 3. Work is in progress 	\$15,000	TBD	\$0	TBD
Detention Pond Improvements	10%	January, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is working with civil engineer to finalize schematic design 	\$3,000	\$8,000	\$0	\$8,000
Nursing and Allied Health Campus							
Parking Expansion	10%	March, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is working with engineer to develop schematic design 3. City has requested that a sub-division plat be prepared 	\$54,000	TBD	\$0	TBD

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Starr County Campus							
HVAC Chiller Replacement	95%	March, 2013	<ol style="list-style-type: none"> 1. Construction Phase 2. Substantial Completion approved in March, 2013 – chiller is in operation 3. Substantial completion was late by twenty one days and liquidated damages was be enforced 4. Contractor has signed a deductive change order for liquated damages 5. Pending resolution from chiller manufacture on improper performance by water pumps 6. Staff has given contractor deadline for update on pending punch list items. If contractor cannot complete these items, staff will recommend termination and proceed to complete items using other resources. 7. Contractor has responded and completed 80% of the pending items 	\$290,000	\$299,000	\$284,050	\$4,450
Stucco Painting for Buildings E, G, & H	05%	April, 2014	<ol style="list-style-type: none"> 1. Construction phase 2. Request Board approval of contractor in January, 2014 	\$60,000	TBD	\$0	TBD
Parking Lot 5 Lighting	30%	January, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is working with engineer on design development 	\$6,000	TBD	\$0	\$6,000
South Drive Lighting	30%	January, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is working with engineer on design development 	\$10,000	TBD	\$0	\$10,000
Repair Student Activities Building Columns	N/A	N/A	Repairs have been placed on hold due to building expansion as part of the Bond construction program	\$0	\$0	\$0	\$0

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
District Wide							
Secured Storage Rooms Hardware for Instructional Technologies	10%	March, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Door hardware has been received 3. Maintenance Department Staff will begin installation 	\$250,000	\$52,822.75	\$0	\$52,822.75
ADA Automatic Door Openers	5%	April, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Contractor was approved during the December, 2013 Board meeting 3. Contract negotiation is in progress 	\$130,000	TBD	\$0	TBD
Building to Building Accessibility	30%	February, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Construction is in progress 	\$200,000	\$218,618.81	\$0	\$218,618.81
Outdoor furniture	30%	February, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Installation of replacement benches is in progress 	\$25,000	TBD	\$0	TBD
Directional Signage	10%	February, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is working with Innerface Architectural Signage to define the scope of additional signage needed 	\$15,000	TBD	\$0	TBD
Classroom Remote Door Lock System and Hardware	5%	March, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is working on finalizing quantities and locations where hardware will be installed 3. Staff will requests quotes for purchase of door hardware 	\$50,000	TBD	\$0	TBD
For FY 2013-2014 a total of 34 projects are currently in progress and 24 pending start up in phases later in the fiscal year							

Consideration and Approval of Checks and Financial Reports

Board action is requested to approve the checks for release and the financial reports for the month of December 2013. The approval is for checks submitted for release in the amount greater than \$50,000 and checks in the amount greater than \$10,000 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will provide a review of the Financial Report for the month of December 2013, and will respond to questions posed by the Board.

The checks and the financial reports submitted for approval are included in the Board packet under separate cover.

Recommendation:

It is recommended that the Board of Trustees approve the submitted checks for release in an amount over \$50,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of December 2013.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the submitted checks for release in an amount over \$50,000.00, the checks that were released as authorized by Board Policy #5610 and the financial reports submitted for the month of December 2013.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

Consideration and Approval of Checks and Financial Reports

The Checks and the Financial Reports presented for approval are included in the Board Packet under SEPARATE COVER:

- A. Release of Checks for \$10,000.00 - \$50,000.00
Released Prior to Board Approval for December 2013
- B. Release of Checks for \$50,000.00 and Above
Board of Trustees Approval Required for December 2013
- C. Release of Checks for \$50,000.00 and Above
Released Prior to Board Approval (Policy 5610) for December 2013
- D. Release of Construction Fund Checks for December 2013
- E. Quarterly Investment Report for December 2013
- F. Summary of Revenue for December 2013
- G. Summary of State Appropriations Income for December 2013
- H. Summary of Property Tax Income for December 2013
- I. Summary of Expenditures by Classification for December 2013
- J. Summary of Expenditures by Function for December 2013
- K. Summary of Auxiliary Fund Revenues and Expenditures for December 2013
- L. Summary of Grant Revenues and Expenditures, December 2013
- M. Summary of Bid Solicitations
- N. Check Register for December 2013

FINANCIAL REPORTS

The Financial Reports are included in your Board packet under separate cover.

Review of May 10, 2014 Election Timeline for South Texas College Single-Member Districts #5 and #7

The Board of Trustees of South Texas College will need to order an election for May 10, 2014 to elect Trustees to represent the South Texas College Board of Trustees Single-Member District #5 and Single-Member District #7. .

State law establishes the following deadlines that the Board should note:

<u>Date</u>	<u>Event</u>
Wednesday, January 29, 2014	First Day to File for a Place on Ballot
Thursday, February 20, 2014	STC Board Action to Call Election (Deadline 02/28/2014)
Friday, February 28, 2014	Last Day to Order General Election Last Day to File for a Place on Ballot Last Day for Write-In Candidates
Wednesday, March 5, 2014	Last Day to Withdraw & Have Name Omitted from Ballot
Tuesday, March 11, 2014	First Day to Apply for a Ballot by Mail
Thursday, April 10, 2014	Last Day to Register to Vote Campaign Finance Report Due (30th day before the May 10, 2014, uniform election)
Monday, April 28, 2014	First Day of Early Voting
Thursday, May 1, 2014	Last Day to Apply for Ballot by Mail
Friday, May 2, 2014	Campaign Finance Report Due (8th day before May 10, 2014, uniform election)
Saturday, May 10, 2014	Election Day
Tuesday, May 13, 2014	First Possible Day to Conduct Official Local Canvass of Returns
Wednesday, May 21, 2014	Last Day for Official Canvass of Returns
Tuesday, July 15, 2014	Campaign Finance Report Due (July semiannual)

As shown, the Board agenda for February 20, 2014 will include an item to take action to Order the election, as required prior to February 28, 2014.

Staff has been coordinating with local entities which may have concurrent elections to determine whether resources such as polling places and staff could be shared.

<u>STC</u>		
<u>District</u>	<u>Name</u>	<u>May 2014 Election(s)</u>
5	Edinburg Consolidated Independent School District	No Election
5	McAllen	No Election
5	McAllen Independent School District	No Election
5	Pharr	No Election
5	Pharr-San Juan-Alamo Independent School District	No Election
5	San Juan	Mayor
5	San Juan	Commissioner Place 2
5	San Juan	Commissioner Place 3
5	South Texas Independent School District	No Election
7	Alamo	No Election
7	Donna	No Election
7	Donna Independent School District	No Election
7	Edcouch	No Election
7	Edcouch-Elsa Independent School District	No Election
7	Edinburg	No Election
7	Elsa	Mayor
7	Elsa	City Council
7	La Villa	No Election
7	La Villa Independent School District	No Election
7	Lyford Consolidated Independent School District (partial)	No Election
7	Mercedes	Mayor
7	Mercedes	Commissioner Place 1
7	Mercedes	Commissioner Place 3
7	Mercedes Independent School District	No Election
7	Monte Alto Independent School District	No Election
7	Weslaco	No Election
7	Weslaco Independent School District	No Election

The County of Hidalgo will not have any items on the ballot for the May 10, 2014 election.

This information is for the Board's review and feedback to staff in preparation of the Election Order, and no action is requested at this time.

Action as Necessary to Engage Legal Services to Respond to Internal Revenue Service Inquiry

The College has received an inquiry from the Internal Revenue Service (IRS) regarding the Limited Tax Refunding Bonds, Series 2007.

Upon consultation with Anne Burger Entekin, Financial Advisor with First Southwest Company, and Chuy Ramirez, the College's Legal Counsel, administration is recommending the engagement of the law office of McCall, Parkhurst, & Horton L.L.P. to respond to the IRS inquiry. This firm specializes in responding to these inquiries, and has been recommended for selection by the Board.

Recommendation:

It is recommended that the Board of Trustees authorize the College President to engage legal services with McCall, Parkhurst, & Horton L.L.P. as necessary to respond to the Internal Revenue Service inquiry,

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College authorizes the College President to engage legal services with McCall, Parkhurst, & Horton L.L.P. as necessary to respond to the Internal Revenue Service inquiry,

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

EXECUTIVE SESSION

Discussion and Action as Necessary Regarding Cause No. 13-70370; Mike Givilancz, III vs. South Texas College

Legal action was taken against the College by Mike Givilancz. The lawsuit was submitted to the College's insurance carrier, Texas Association of School Boards (TASB). TASB assigned Edward Garza from Esparza & Garza, L.L.P to handle the case.

Mr. Garza has requested a meeting with the Board during executive session to discuss this cause. Any action taken by the Board will occur in accordance with the Texas Open Meeting Act.

Informational Items

- President's Report

- Board Committee Meeting Minutes:
 - January 16th, 2014 Facilities Committee
 - January 16th, 2014 Finance and Human Resources Committee

President's Report



STC faculty and staff have returned from the well-deserved semester break (12/19/13-1/5/14) and welcome the start of the new semester. Spring enrollment will continue to exceed 31,000 students. Those students who have not paid their tuition as of Census Date (2/5/2014) will be dropped for non-payment. Efforts to minimize drops for non-payment is fully underway with the Financial Aid and Cashier's offices continued efforts to work with students. Additionally, the Call Center staff is making calls to reach the students on the unpaid list.



Coordinated a luncheon for Chancellor Francisco Cigarroa and a UT System Delegation. The event took place on Tuesday, January 14th at the College's Nursing & Allied Health Campus. Dr. Cigarroa requested this non-media event because he wanted to spend some quality time learning about South Texas College, its students, and faculty. The agenda included a welcome, introductions, a presentation by me on STC, a working lunch and an opportunity for interaction with STC's current and former students (who are now professionals in the medical field or soon will become MDs) and

lastly, a discussion of opportunities to work collaboratively with the new UT Rio Grande Valley. The Chancellor and UT Delegation were quite impressed and pleased with their visit. Chancellor Cigarroa shared the following statement "*Working together as a team makes us all stronger,*" as well as this photo on the UT System website.



Roz Moore, Business Administrator, Instructor and Program Coordinator at STC was on Fox 2 Good Day Valley to talk about the current bachelor's degrees being offered at STC plus the new Bachelor's of Applied Science in Organizational Leadership that is being added this Spring.



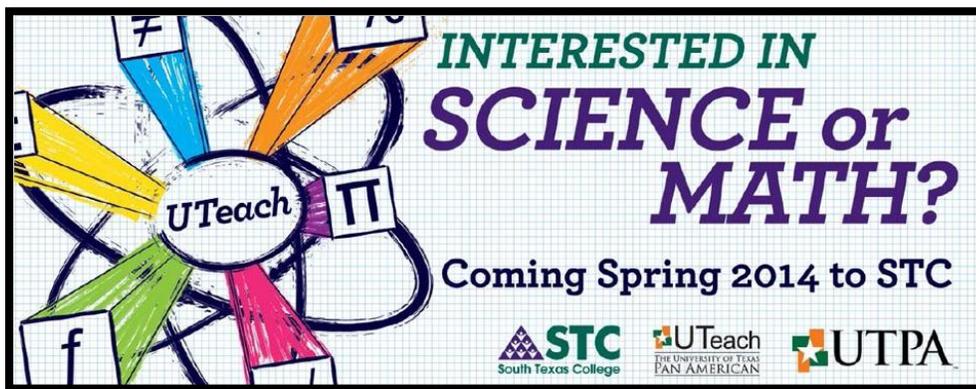
South Texas College history professor Dr. Trinidad Gonzales was elected to the American Historical Association's (AHA) Council Teaching Division in November, and began his three-year term on Jan. 2, 2014 at the Association's annual meeting in Washington, D.C. He was elected by his peers to represent them on the Council, and was one of 14,000 AHA members considered for the position. Dr. Gonzales' leadership role within the division will involve policy-making decisions for the AHA and providing standards for the profession of history, and to advocate for the highest degree of respect for the

importance of history to the nation's educational policy makers.



STC Radio on KMBH 88FM was launched on January 17th at 12:30 pm. STC Radio is a "monthly," 30 minute show, broken down into four segments and features timely topics from various campus departments, courses offered, events, etc.

The first show featured interviews about mini-mesters, an upcoming folklorico event, financial aid and registration, and the STC Veterans Assistance Programs.



New this Spring 2014 semester is Uteach. This is a highly successful and innovative national teacher preparation program for science and math majors. Through a partnership between STC and UTPA, the first two courses for the UTeach program will be offered at STC for STC students. Students who transfer to UTPA will be able to continue with the UTeach program as they complete their degree. The benefits to students entering the Uteach program are:

- Earn a STEM degree with teacher certification by the time they graduate.
- Obtain valuable teaching experience at the elementary, middle school, and high school levels.

- Receive individual support and mentoring from faculty and mentor teachers.
- Tuition is reimbursed for the first two courses completed.
- Qualify for scholarships and paid internships.

Students were encouraged to take the first step by enrolling in UTeach at STC. Students will gain teaching experience in a local classroom starting with their first semester in the program, and will earn their science or math degree, plus secondary teacher certification.



REGISTER TODAY!

\$18 PER MONTH 30
CONSECUTIVE DAYS OR
\$72 PER SEMESTER FULL
SEMESTER www.marktplacelife.southtexascollege.edu

MEMBERSHIP INCLUDES:

- Personal Training
- Group Fitness Classes
- Weekly In-Body Analysis
- Access To Showers and Locker Rooms
- Access to Both Mid-Valley and Pecan Facilities

PECAN GROUP FITNESS CLASS SCHEDULE

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
5:00 PM	KICKBOXING	BODY SCULPT (Female Class)	KICKBOXING	BODY SCULPT (Female Class)
5:30 PM	BRAZILIAN JIU-JITSU	BRAZILIAN JIU-JITSU	BRAZILIAN JIU-JITSU	BRAZILIAN JIU-JITSU
	SPINNING	ZUMBA	SPINNING	ZUMBA
6:15 PM	YOGA		YOGA	
6:30 PM	FIGHT CAMP	500 ABS	FIGHT CAMP	500 ABS
7:00 PM		BOXING		BOXING

Please note the group fitness class schedule is subject to change according to participation and instructor availability.

SOUTH TEXAS COLLEGE
CAMPUS REC
HEALTH & WELLNESS INTRAMURAL SPORTS

SPRING 2014 HOURS OF OPERATION:

MONDAY - THURSDAY 8 a.m. - 9 p.m.
FRIDAY 8 a.m. - 5 p.m.
Closed Saturday & Sunday

EXTENDED HOURS

2 DAY PASS

Stop by the Health & Wellness Center to learn about the great services and opportunities available to enhance your health!

To a group fitness class, work with a personal trainer, or create your own workout with the latest fitness equipment!

The offer is valid at both locations and does not have to be used consecutively.

You must be a current STC student, staff or faculty member.

One pass per person per semester.

MID-VALLEY 973-0477
PECAN 872-3838

The Health & Wellness Center has made available its Spring 2014 schedule. Students, faculty and staff are encouraged to join the Wellness Center this Spring 2014 semester!

STC's Phi Theta Kappa Beta Epsilon Mu Chapter held a presentation on **Citrus Greening Disease: How you can save our Citrus!** The presentation was led by Heidi Arteaga, the Texas A&M Agrilife Extension Service Citrus Greening Project Coordinator. The presentation included:

- What is Citrus Greening Disease?
- How did it get here?
- What can we do to stop it?

The event was held on January 23, 2014 at the Pecan Campus.



PHI THETA KAPPA
HONOR SOCIETY

Beta Epsilon Mu Chapter presents

Citrus Greening Disease
How you can save our Citrus!

Join us for a presentation on Citrus Greening Disease from Texas A&M Agrilife Extension Service Citrus Greening Project Coordinator, Heidi Arteaga.

Find out: What is Citrus Greening Disease? How did it get here? What can we do to stop it?

Thursday, January 23, 2014
1:00 p.m. - 2:00 p.m.
Bldg. H Student Lounge
(next to Cafeteria)

Free Snacks at Event! Please Join Us!

Students, under the direction of advisors, are responsible for producing and publishing this document. Students bear the primary responsibility for the production and its contents do not necessarily reflect the opinions and beliefs of the South Texas College faculty, staff, administration and Board of Trustees.

~Office of Student Conduct~
-Student Code of Conduct & Judicial Process-



The Office of Student Conduct will be hosting workshops to discuss the Student Code of Conduct, the Judicial Process and Due Process Rights for students.

Please join us to get the latest information about the Student Judicial Process and the Student Code of Conduct.

We will also be conducting a live demonstration of the Eye-Witness-Reporting System where faculty can report concerning student behavior and violations of the Code of Conduct.

The Workshops will be held on the Pecan Campus:

Date	Location	Times			
January 13	J1.412	9:00 - 10:00	11:00 - 12:00	1:00 - 2:00	3:00 - 4:00
January 14	J1.412	9:00 - 10:00	11:00 - 12:00	1:00 - 2:00	3:00 - 4:00
January 15	J1.412	9:00 - 10:00	11:00 - 12:00	1:00 - 2:00	3:00 - 4:00
January 16	J1.412	9:00 - 10:00	11:00 - 12:00	1:00 - 2:00	3:00 - 4:00
January 17	J1.412	9:00 - 10:00	11:00 - 12:00	1:00 - 2:00	3:00 - 4:00
January 18	J1.412	-None-	-None-	1:00 - 2:00	3:00 - 4:00

The Office of Student Conduct hosted workshops to discuss the Student Code of Conduct, the Judicial Process and Due Process Rights for students. The workshops were held January 13-18th at the Pecan Campus.

It is with a heavy heart that I share the sad news about Dr. John Shook, Jr., Education Instructor. Dr. Shook passed away in his sleep on Saturday evening, January 11, 2014. He joined STC's Education Department in Fall 2002, where he currently served as an Education Instructor. He earned his Ph.D. in Educational Leadership from the University of Missouri. Dr. Shook was a veteran of the U.S. Army, having served in the Gulf War. He is survived by his wife, Sara, and sixteen siblings. He will be missed by his students and all who worked with him.



STC welcomed Laura Requena as its new Employee Relations Officer. Ms. Requena previously served as Interim Director of Human Resources for Laredo Community College. Her experience includes oversight of all aspects of staff operations; performance evaluations, contracts, progressive discipline, mediation of staff disputes and grievance procedures in accordance with applicable laws; provided leadership in the setting and achieving of strategic and organizational goals for SACS requirements. Prior to this, serving as Human Resources Assistant Director at Laredo Community College, she was responsible for (i) managing the daily operations of the office; (ii) assisting in resolving personnel issues; (iii) completing state surveys; (iv) coordinating student faculty evaluations and reviewing employee evaluations for completeness and equity issues; and (v) assisting in responding to Public Information requests. Ms. Requena earned her PHR in 2011; graduated in 2004 from Texas A&M International with a Bachelor of Business Administration/Accounting and continued at Texas A&M International and earned her Master's in Business Administration in 2006. Her experience in the community college setting and Human Resources will prove her a most valuable addition to the Human Resources team. Ms. Requena may be reached at the Office of Human Resources, (956) 872-3646, or via email at lrequena@southtexascollege.edu

- Participated in the Mid Valley Campus Coordinator Search Committee. The Committee selected six finalists for on campus interviews. Following the interviews, the Committee selected Mr. Daniel Montez, who currently serves as Program Chair for Business Administration at STC. He has accepted the position of Campus Administrator for the Mid Valley Campus and will be starting his new assignment on February 1, 2014.
- Participated in the **Degree Works** Kick-Off Information Session and Demo. Degree Works provides a comprehensive set of web-based academic advising, degree audit, and transfer articulation tools to help students, faculty, and advisors navigate the pathway to degree completion. South Texas College is preparing to launch Degree Works for all students by the end of the Fall 2014 semester. Administrators, faculty, staff, and students were invited to participate in an informational session and demonstration of Degree Works on Tuesday, January 7, 2014, at the Pecan Campus Library Rainbow Room. Consultants from the Strata Information Group (SIG) provided an overview presentation and will conduct demonstrations of Degree Works functionality using STC student data. Degree Works will impact how all of STC's students view their educational progress and plan for the future. Individuals, who work directly with students, in a support capacity or in the classroom, were highly encouraged to attend.

- Helped to coordinate, and attended the 2014 GED® Program Presentation hosted by Ruben Cortez, Texas State Board of Education District 2 Member. With the rollout of the new 2014 GED program in 2014, it was important for the communities we serve to be familiar with the program tools and services. GED Testing Service® President, Randy Trask, presented the program information to a “packed house” from Hidalgo county school districts, Chambers of Commerce, and agencies/organizations such as Workforce Solutions, VIDA, DARS, and L.U.P.E., just to name a few. The event was held at STC’s Pecan Campus Library Rainbow Room.
- Attended a Scholarship Opportunity for DREAMers meeting at UTPA, regarding an opportunity to provide DREAMers with access to scholarship funds through THE DREAM.US. Dr. Robert Nelsen, President of UTPA, and Candy S. Marshall, President of THE DREAM.US were in attendance. We were also joined by key STC and UTPA administrators for this introductory meeting. THE DREAM.US is seeking to partner with educational institutions that:
 - Are focused on college completion and have a demonstrated record of serving low-income students who graduate with career-ready degrees and obtained employment upon graduation.
 - Offer academic and social support services to under-resourced students and commit to providing advising in developing and managing individual education plans; and
 - Offer associate and bachelor career-ready degrees for less than \$12,500 and \$25,000, respectively.
- Participated in a luncheon with Dr. Mark White, Vice President for Research from the Center for Regional Economic Competitiveness in Arlington, Virginia, and his research team. They visited the NAAMREI partnership and met with NAAMREI alliance members. They are working on behalf of the National Institute for Standards and Technology’s Manufacturing Extension Partnership (NIST MEP) and are looking at best practices at a regional level that support manufacturing initiatives. NAAMREI was selected as one of 10 case studies from across the country. This visit was an excellent opportunity for the College to showcase NAAMREI in a case study that will ultimately have national implications. The kinds of questions they asked included:
 - The challenges and opportunities that inspired the NAAMREI partnerships,
 - How these partnerships were formed,
 - How this work fits within each of the individual partners’ overall mission,
 - What each partner brings to the effort, and what they hope to get out of it,
 - What strategies have produced the most successful results, and what strategies either did not work or require more work,
 - To what extent is this work/project transferable to other metro areas and regions, and
 - What advice would you all give to other regions looking launch similar initiatives?

The luncheon was held on Thursday, January 16th at STC’s Technology Campus from 11:30 am to 1:30 pm. Kudos to Carlos Margo, Interim Executive Director for NAAMREI and his staff for coordinating this effort.

- Key STC staff and I met with Diane Troyer, Educational Consultant specializing on access and completion in public community colleges and currently a Leadership Coach for Achieving the Dream, Tony Digiovanni, CEO -- Ameritas Education Services, Inc., and Liz Lamboy-Naughton, Executive Vice President -- Ameritas Hispanic Pathways. The purpose for their visit was to introduce us to the **Ameritas Hispanic Pathways** program. This program has the potential to provide STC with an innovative and valuable platform for greater student success. Their goal is to combine STC, El Paso Community College, and Palo Alto Community College into a learning community where best practices can be shared by all. They will forward additional materials for our review and consideration.
- Participated in a meeting at PSJA's College, Career & Technology Academy in Pharr. Superintendent King and his key staff at the PSJA ISD hosted school representatives from North Carolina. They asked for my participation with this visit and my role was to share information on the STC/PSJA partnership and our collaborative efforts. The visitors had a keen interest in learning about dual/concurrent enrollment, early college high schools, and drop-out recovery programs.
- Traveled to Austin for the Texas Association of Community Colleges (TACC) Quarterly Meeting on Wednesday, January 22, 2014. Prior to the TACC meeting, I attended the Lamar Medal Award Ceremony and Luncheon in recognition of Joe and Theresa Long of the Long Foundation for their scholarship contributions to Texas students. Additionally, the Long Foundation helped fund the Valley Scholars Program for many years while the program was in its infancy.
- Met with key staff to coordinate and review the morning activities for College-wide Professional Development Day scheduled Friday, February 14th at the McAllen Convention Center, that will include unique strategies to secure input from faculty and staff on the "rebranding" of STC.
- Participated in the McAllen Economic Development Corp.'s video testimonials for their new website.
- Coordinated the agendas for the Facilities Committee meeting, Finance Committee meeting, and Regular Board meeting.
- Continue to meet with STC's President's Cabinet to:
 - facilitate administrative planning on a weekly basis;
 - review and address issues of concern;
 - formulate strategic direction and problem solving; and
 - provide communication and feedback among the President and the Vice Presidents
- Continue to meet with STC's President's Administrative Staff. The purpose of the President's Administrative Staff is to communicate information to all administrative staff and to provide the opportunity for discussion on areas of concern regarding the leadership and strategic direction for the College.

- Continue to meet with the College's Vice Presidents, Administrators, Planning and Development Council, Coordinated Operations Council, and other Councils to address immediate concerns and issues facing the College. Topics covered from November 27, 2013 thru December 17, 2013 included:
 - Update on Spring 2014 Student Enrollment
 - Discussion of College-Wide Professional Development Day Morning Activities
 - Update and Discussion of RAND Corp Visit to Discuss Applied Baccalaureate Degrees
 - Review and Discussion of Proposed Budget Adjustments for FY 2013-2014
 - Review of the Texas Higher Education Coordinating Board's TSI Regional Meeting Scheduled Friday, January 31, 2014 at STC's Cooper Center
 - Review of the Texas Education Agency's 2014 GED® Program Presentation Scheduled Monday, January 13, 2014 at STC's Pecan Campus Rainbow Room
 - Review and Discussion of Participation and Preparation for CB Study on Community College Baccalaureate Programs Scheduled During the Week of 2/3-2/7/2014
 - Review of Meeting Scheduled with Chancellor Cigarroa Scheduled Tuesday, January 14, 2014 at the Nursing & Allied Health Campus
 - Discussion of Alignment of Dual to Degree and Dual to Career Initiatives
 - Discussion of Participation in Texas Higher Education Leaders Consortium
 - Review and Discussion of Dr. Nelsen's Request for a *UTPA & STC Executive Teams & Deans Working Breakfast* Sometime in February
 - Discussion of Options for Serving International Students
 - Discussion of Collective Impact's Interest in Developing a "Common" College Prep Course as Required by HB5
 - Discussion and Reflections on Chancellor Cigarroa's Visit
 - Discussion of College-Wide Professional Development Day Morning Activities
 - Update on Planning for Summit
 - Update on Performance Measures for Graduate on Time (GOT) Program
 - Update on Literature Review of Persistence and Student Success Levers
 - Review and Discussion of Coordinating Board Regional Meeting on Operational Plan for Implementation of Texas Success Initiative
 - Overview
 - Talking Points
 - Discussion and Feedback on Proposed Agenda for 9th Annual Summit on College and Career Readiness

*Facilities Committee
Minutes
January 16th, 2014*

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus
Thursday, January 16, 2014
@ 4:30 PM
McAllen, Texas**

MINUTES

The Facilities Committee Meeting was held on Thursday, January 16, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:34 with Ms. Rose Benavidez presiding.

Members present: Ms. Rose Benavidez

Other Trustees Present: Dr. Alejo Salinas, Jr. and Mr. Paul R. Rodriguez

Members absent: Mr. Gary Gurwitz and Mr. Jesse Villarreal

Also present: Dr. Shirley A. Reed, Congressman Rubén Hinojosa, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mrs. Diana Pena, Mr. Gerry Rodriguez, Mr. Cody Gregg, Mr. Mike Trippel, Mr. Victor Garza, Mrs. Frances Rocha, Ms. Cindy Garza, Ms. Michelle Villarreal, Mr. Tony Flores, Mr. Alex Rios, Mr. Alex Folchi, and Mr. Andrew Fish

Overview of Live Broadcast of Board and Committee Meetings

Mr. Cody Gregg, Dean of Library Services and Instructional Technologies, provided an overview of the audio/video system installed to provide live and archived broadcast of all Board and Committee meetings, as required by state law.

Recently passed HB 2668 required that all public meetings of the STC Board of Trustees, as with all junior colleges enrolling 20,000 students or more per semester, must be live broadcast through the College's website. Under this law, every meeting of the Trustees for which an agenda must be publicly posted must be broadcast in this manner, and all packets and other materials provided in support of public agenda items must also be posted online.

Executive Sessions are protected by state law. In the event that the Board must convene executive session in accordance with the Open Meetings Act, the conference room in X-206 will be kept available to allow for private discussion.

Mr. Gregg's identified the equipment and showed the Committee the broadcast stream, allowing them to see what public viewers would see.

No action was requested.

Approval of December 12, 2013 Facilities Committee Meeting Minutes

The Minutes for the Facilities Committee Meeting of December 12, 2013 were presented for Committee approval.

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the December 12, 2013 Facilities Committee Meeting Minutes as presented. The motion carried.

Discussion with Representatives from the Delta Region Regarding Needs of the Region

U.S. Congressman Rubén Hinojosa asked representatives of the Delta Region Revitalization Corp., or DRRC, to provide a brief presentation to the STC Board Facilities Committee regarding the educational needs and opportunities in the Delta Region.

The Congressman previously met with Mr. Roy de León, Board Vice-Chair, who represents the Delta region, and Dr. Shirley Reed, College President. Together they toured facilities at the Mercado in Edcouch, TX and visited with Edcouch-Elsa ISD Board members.

The representatives from the DRRC were Mr. Mike Trippel, Mrs. Frances Rocha, and DRRC Legal Counsel Victor Garza. They were joined by Congressman Hinojosa and members of his staff, as well as staff from the offices of Texas Representatives Oscar Longoria, Jr. and Terry Canales.

The Delta Region Revitalization Corp representatives and the staff members from the State Representatives' offices spoke about the educational needs in the Delta region, and their belief that additional partnerships with South Texas College would provide crucial support to that area.

Congressman Hinojosa sat with the Committee to share his observations of the high caliber of talented residents of the Delta region, and to encourage the Board of Trustees to consider the best ways to increase higher education opportunities to students from that area.

No action was requested at this time. This item was for a discussion with the Congressman and the DRRC delegates.

Update on Hail Damage Repairs

Mr. Gerry Rodriguez, Director of Facilities Planning and Construction, provided an update on status of hail damage repairs during the January 16, 2014 Facilities Committee meeting.

The following table provides status of each phase of hail damage repairs:

Phase	Description	Design	Proposal	Construction
	Tech Campus Shipping & Receiving	N/A	Approved	Complete
I	HVAC chilled water lines	Complete	Approved	Complete
II	HVAC cooling towers	Complete	Approved	Complete
III	Administration Building A	Complete	Approved	Complete
IV	Administration Building X	Complete	Approved	Complete
V	Administration Building D	Complete	Approved	Complete
VI	Library Building F	Complete	Approved*	Complete
VII	Center for Learning Excellence Building C	Complete	Approved	Complete
VIII	North Academic Building G	Complete	Approved*	Complete
IX	Portable Buildings and Casso's Residence	Complete	Approved	Complete
X	South Academic Building J	Complete	Approved*	Complete
XI	Student Services Building K	Complete	Approved*	80%
XII	Student Activities Building H	Complete	Approved*	Complete
XIII	Thermal Plant Building E	Complete	Approved	Complete
XIV	Art Building B	Complete	Approved	Complete
XV	Cooper Center Building L	Complete	Approved*	80%
XVI	IT Building M	Complete	Approved	Complete
XVII	Administrative Services Building N	Complete	Approved	Complete
XVIII	West Academic Building T	No Repairs Required		
XIX	Chilled water piping insulation	Complete	Approved*	90%
	Pecan Plaza Human Resources	Completed	Approved	90%

* Proposal amount exceeded \$500,000 and required Board approval

Staff was waiting on a response from Chubb representative for information submitted to them in November. Chubb representative Rodger Blackburn had acknowledged receipt of the information and stated he would review and provide an update. Now that most repair

work had been completed and documentation from STC had been forwarded, it was anticipated that Chubb's response would describe their position regarding this claim. Tables outlining current repair costs, balances to be paid, and projected final costs were included in the packet. This item was for the Committee's information only. No action was requested.

Review and Recommend Action on Substantial Completion of Hail Damage Repairs for Pecan Campus Buildings H and J

Approval of substantial completion of Hail Damage Repairs for Pecan Campus Building H (Student Activities Center) and Building J (South Academic) will be requested at the January 28, 2014 Board meeting.

During the March, 2012 hail storm, buildings on the Pecan Campus were damaged. Repairs for these damages were included in the insurance adjuster's list of damaged items. Plans and specifications describing the repairs were issued by Amtech Building Sciences for repair of each building or phase. Job Order Contractor proposals for building repairs were submitted by SpawGlass Contractors and approved. SpawGlass has since accomplished substantial completion for these phases of repair.

Planning & Construction staff along with representatives from Amtech Building Sciences visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, Certificates of Substantial Completion for these phases of repair were prepared. Copies of the Certificates of Substantial Completion were provided in the packet.

Contractor SpawGlass Contractors would continue working on the punch list items identified and would have thirty (30) days to complete before final completion can be recommended for approval. It was anticipated that final acceptance of this project would be recommended for approval at the February, 2014 Board meeting.

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the substantial completion of Hail Damage Repairs for Pecan Campus Building H (Student Activities Center) and Building J (South Academic) as presented. The motion carried.

**Review and Recommend Action on Contracting Civil Engineering Services for
Preparation of a Subdivision Plat for the Nursing & Allied Health Campus
West 6.63 Acres**

Approval to contract civil engineering services for the preparation of a subdivision plat for the Nursing & Allied Health Campus west 6.63 acres will be requested at the January 28, 2014 Board meeting.

In 2010 the City of McAllen committed to provide STC 6.63 acres for the expansion of the Nursing & Allied Health Campus. In order for the City to authorize future construction projects on the west 6.63 acres, a subdivision plat must be prepared and recorded with the County of Hidalgo.

It was standard practice for STC staff to meet with the City's Planning, Utilities, Engineering and Code Enforcement staff to provide them with information on proposed projects and review the City's requirements affecting each project and therefore a meeting was held to review the proposed parking lot design. Perez Consulting Engineers (PCE) was included in this meeting since they were recently approved to design the parking expansion for the Nursing & Allied Health Campus. During this meeting, it was determined that the 6.63 acres acquired from the City had not been previously platted and therefore a subdivision plat was required before new construction can proceed.

It would be beneficial to the parking lot expansion project to also have Perez Consulting Engineers prepare the subdivision plat so they can become familiar with the property's characteristics and limitations which would affect the design of the parking lot expansion. Although civil engineers from the annually approved list were normally approved based on rotation order and total amount of fees approved, in this case Perez Consulting Engineers was recommended based on the knowledge they will acquire during subdivision process which will impact the parking lot design.

Perez Consulting Engineers was under a one year approval to provide civil engineering services for projects under \$500,000. Fees for preparing and recording the subdivision plat were estimated to be between \$15,000 and \$18,000. A fee proposal would be requested and negotiated with Perez Consulting Engineers upon Board approval. It was recommended that Perez Consulting Engineers be contracted to develop and record the subdivision plat for this campus.

Five civil engineering firms listed below were previously approved by the Board for one year to provide professional services as needed for projects under \$500,000.00. A firm is selected for each project on a rotating basis and considering the amount of fees paid for previous projects and other pertinent information.

1. Dannenbaum Engineering
2. Halff Associates, Inc.
3. Meldon & Hunt

4. Perez Consulting Engineers
5. R. Gutierrez Engineering

Based on the benefit described above, Perez Consulting Engineers was recommended to provide engineering services for the preparation of a subdivision plat for this campus.

Funds were budgeted in the FY 2013-2014 Land budget and were available for this service.

Project Budget		
Budget Components	Amount Budgeted	Actual Cost
Design	\$20,000	Actual design fees are estimated at \$18,000 and will be finalized during contract negotiations

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to contract civil engineering services with Perez Consulting Engineers for the preparation of a subdivision plat for the Nursing & Allied Health Campus west 6.63 acres as presented. The motion carried.

Review and Recommend Action on Contracting Electrical Engineering Design Services for Pecan G, H, and X Electrical Disconnects

Approval to contract electrical engineering design services for the Pecan Campus Building G (North Academic Building), H (Student Activities Building), and X (Ann Richards Administrative Annex) Electrical Disconnects project will be requested at the January 28, 2014 Board meeting.

These proposed improvements included the replacement of three electrical disconnects which provide electrical service to three buildings on the Pecan Campus. These units were approximately fifteen years old and had met their expected life cycle. The metal housings had rusted openings where moisture enters and caused them to shut down on wet days. The presence of moisture in and around these electrical power units had also become a safety concern. Replacement of these units was included in staff's deferred maintenance plan and therefore had been included in the FY 2013-2014 Renewal and Replacement budget. A photo showing the current condition of one unit was included within the packet.

It was recommended that the services of an electrical engineer be contracted to prepare plans and specifications for this deferred maintenance project. When complete, the plans and specifications would be used for solicitation of construction services.

Two Mechanical, Electrical and Plumbing (MEP) engineering firms listed below were previously approved by the Board for one year to provide professional services as needed for projects under \$300,000.00. A firm is selected for each project on a rotating basis

and considering the amount of fees paid for previous projects and other pertinent information.

1. ACR Engineering
2. Halff Associates, Inc.

ACR Engineering was recommended to provide electrical engineering services for this project based on the amount of fees paid for previous projects. Fees previously approved for ACR Engineering were approximately half of those approved for the other firm.

Funds in the amount of \$50,000 were budgeted in the FY 2013-2014 Renewals and Replacements budget for these improvements and \$7,500 was budgeted for design services with final amount to be negotiated.

Project Budget		
Budget Components	Amount Budgeted	Actual Cost
Design	\$7,500	Actual design fees are estimated at \$7,000 and will be finalized during contract negotiations
Construction	\$50,000	Actual cost will be determined after the solicitation of construction proposals

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to contract electrical engineering services with ACR Engineering for the Pecan Campus Buildings G, H, and X Electrical Disconnects as presented. The motion carried.

Review and Recommend Action on Contracting Construction Services for Electrical Improvements for the Pecan Campus Information Booth

Approval to select a contractor for the Electrical Improvements for the Pecan Campus Information Booth project will be requested at the January 28, 2014 Board meeting.

For fiscal year 2013-2014 construction funds were budgeted for placement of two temporary information/security booths at two main entrances on the Pecan Campus. Booths were placed in their respective locations which were being monitored to determine if the locations were the most beneficial. These booths were mobile and could be relocated if the current locations proved to be problematic.

Because they were mobile, electrical power for each booth was provided by generators. After three months of use and monitoring, staff concluded that the booth located at the 29th Street entrance should remain as a permanent location and therefore permanent electrical power should be provided. To prepare for installation of permanent power, an electrical engineer with Halff Associates assisted staff with preparation of plans and specifications.

STC staff and Halff Associates issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began December 9, 2013. Five (5) proposals were issued and a total of three (3) were received on January 7, 2014.

Timeline for Solicitation of Competitive Sealed Proposals	
December 9, 2013	Solicitation of competitive sealed proposals. Five (5) sets of construction documents were issued.
January 7, 2014	Three (3) proposals were received.

Staff evaluated these proposals and prepared a proposal summary, included within the packet. It was recommended that the top ranked contractor be recommended for Board approval. Funds were available in the FY 2013-2014 Construction budget through other project savings.

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to contract construction services with Alpha Building Corporation in the amount of \$31,500 for the Pecan Campus Information Booth project as presented. The motion carried.

Review and Recommend Action on Contracting Construction Services for Pecan Campus and Starr County Campus Buildings Exterior Painting

Approval to select a contractor for the Pecan Campus and Starr County Campus Exterior Painting project will be requested at the January 28, 2014 Board meeting.

It had become apparent over the past six to nine years that bold colors on building exteriors on the Pecan Campus and Starr County Campus had faded in areas with a stucco type finish. There were a total of three buildings on the Pecan Campus and three buildings on the Starr County Campus which were in need of improvement to dark colors such as purple, red, blue, green, and yellow. Color on these surfaces was applied as an integral pigment in the final cement finish coat. Time had shown that these bold colors applied in this manner lost their intensity because of the sun's ultra violet rays.

As a remedy to the color fading, staff researched various options and proposes to bring the colors back to their original look by using paint over the original stucco finish. With the proper paint product designed to withstand fading caused by UV rays, colors would have a longer life cycle and could be readily maintained using the same paint when needed.

STC staff issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began

November 11, 2013. A total of nine (9) proposals were issued and a total of four (4) proposals were received on November 26, 2013.

Timeline for Solicitation of Competitive Sealed Proposals	
November 11, 2013	Solicitation of competitive sealed proposals. Nine (9) sets of construction documents were issued.
November 26, 2013	Four (4) proposals were received.

Staff evaluated these proposals and prepared a proposal summary, included within the packet. It was recommended that the top ranked contractor be recommended for Board approval.

Funds were available in the FY 2013-2014 Renewals and Replacements budget.

Source of Funding	Amount Budgeted	Highest Ranked Proposal
Renewal and Replacements	\$210,000	\$145,475

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to contract construction services with Alpha Building Corporation in the amount of \$145,475 for the Pecan Campus and Starr County Campus Exterior Painting project as presented. The motion carried.

Review and Recommend Action on Substantial Completion for Pecan Plaza Parking Lot Resurfacing and Area Lighting Replacement

Approval of substantial completion for the Pecan Plaza Parking Lot Resurfacing and Area Lighting Replacement project will be requested at the January 28, 2014 Board meeting.

Engineers with R. Gutierrez Engineering and STC staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, a Certificate of Substantial Completion for the project was certified on January 5, 2014. A copy of the Substantial Completion Certificate was included within the packet.

SDM Construction & Development would continue working on the punch list items identified and would have thirty (30) days to complete before final completion could be recommended for approval. It was anticipated that final acceptance of this project would be recommended for approval at the February, 2014 Board meeting.

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the substantial completion of Pecan Plaza Parking Lot Resurfacing and Area Lighting Replacement project as presented. The motion carried.

Update on Status of Construction Projects

The Facilities Planning & Construction staff prepared a design and construction update, which was included within the packet. This update summarized the status of each capital improvement project currently in progress. Gerry Rodriguez was present to respond to questions and address concerns of the Committee. No questions or concerns were expressed.

Adjournment

There being no further business to discuss, the Facilities Committee Meeting of the South Texas College Board of Trustees adjourned at 5:40 p.m.

I certify that the foregoing are the true and correct minutes of the January 16th, 2014 Facilities Committee Meeting of the South Texas College Board of Trustees.

Mr. Gary Gurwitz, Chairman

*Finance & Human
Resources Committee
Minutes
January 16th, 2014*

**South Texas College
Board of Trustees
Finance and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus
Thursday, January 16th, 2014
@ 5:30 p.m.
McAllen, Texas**

Minutes

The Finance and Human Resources Committee Meeting was held on Thursday, January 16th, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:30 p.m. with Mr. Paul R. Rodriguez presiding.

Members present: Mr. Paul R. Rodriguez and Ms. Rose Benavidez

Other Board Members present: None

Members absent: Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mrs. Mary Elizondo, Mrs. Diana A. Peña, Mr. Chuy Ramirez, Mrs. Becky Cavazos, Ms. Myriam Lopez, Mr. Matt Hebbard, Mr. Cody Gregg, Dr. Ali Esmaeili, Mr. Lucio Gonzalez, Ms. Anne Burger Entrekin, Ms. Kelly Salazar, and Mr. Andrew Fish

Overview of Live Broadcast of Board and Committee Meetings

Mr. Cody Gregg, Dean of Library Services and Instructional Technologies, prepared an overview of the audio/video system installed to provide live and archived broadcast of all Board and Committee meetings, as required by state law.

The Trustees present at this Committee meeting had each attended the preceding Facilities Committee meeting and had seen the presentation. The presentation was skipped, and no action was requested or taken.

Approval of December 12, 2013 Finance and Human Resources Committee Minutes

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee Meeting of December 12, 2013 were approved as written. The motion carried.

Update on Municipal Bond Market and Bond Issuance Debt Structure

First Southwest Company continued to work on the preparations for the sale of the Limited Tax Bonds, Series 2014. Staff provided updated information for the Preliminary Official Statement. The following was the proposed timeline:

- Thursday, December 19, 2013 Send Preliminary Official Statement and related documents to rating agencies
- Week of January 13, 2014 Conference calls with rating agencies
- Friday, January 17, 2014 Receive ratings
- Tuesday, January 21, 2014 Preliminary Official Statement goes to i-Deal web site for posting
- Monday and Tuesday, January 27-28, 2014 Pricing
- Tuesday, January 28, 2014 Board of Trustees meeting to conduct sale of bonds and to consider the adoption of the Order Authorizing the Issuance of the Tax Bonds and Adopting the Order approving and authorizing the execution of the Bond Purchase Agreement
- Wednesday, February 26, 2014 Closing date

A Municipal Bond Market Update and a Tax Rate Impact Analysis was provided in the packet for the Committee's review and information.

Ms. Anne Burger Entrekin from First Southwest Company attended the meeting to discuss the Municipal Bond Market Update and the Tax Rate Impact Analysis for an initial issuance of \$42.5 million and \$50 million.

The College's legal counsel and bond counsel, Chuy Ramirez, was working to prepare the Order after the pricing and it would be presented for consideration and approval at the January 28, 2014 Board meeting.

This item was for discussion only and no action was taken.

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

Approval of the Hidalgo County Tax Resale Property on Cause No. T-749-03-B; Pharr-San Juan-Alamo I.S.D, City of Pharr, City of San Juan, South Texas College and Hidalgo

County vs. Melody Cawthorn and the Resolution Authorizing the Tax Resale will be requested at the January 28, 2014 Board meeting.

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

On November 7, 2013, a private written bid was received by Linebarger Goggan Blair & Sampson, LLP for one (1) property listed as follows:

- Cause No. T-749-03-B; Pharr-San Juan-Alamo I.S.D, City of Pharr, City of San Juan, South Texas College and Hidalgo County vs. Melody Cawthorn

On struck off property as follows:

1.00 acre, more or less, out of the southwest corner of Lot 181, Kelly Pharr Subdivision of porciones 69 and 70, a subdivision in Hidalgo County, Texas, as described in volume 794, page 35, deed records of Hidalgo County, Texas. Account No. K2400-00-000-0181-09

The total amount the College would receive was \$1,778.25.

Linebarger Goggan Blair & Sampson, LLP submitted for the Board of Trustees' consideration the private written bid received. The Tax Resale Property was on the agenda for approval on January 20, 2014 for Pharr-San Juan-Alamo I.S.D and on January 21, 2014 for South Texas ISD. The City of Pharr and Hidalgo County were still pending.

The analysis of written bid received for struck-off property and the Resolution Authorizing Tax Resale were included in the packet for the Committee's review and information.

Ms. Kelly Salazar from Linebarger Goggan Blair & Sampson, LLP attended the meeting.

Ms. Rose Benavidez moved to recommend Board approval of the Hidalgo County Tax Resale Property on Cause No. T-749-03-B; Pharr-San Juan-Alamo I.S.D, City of Pharr, City of San Juan, South Texas College, and Hidalgo County vs. Melody Cawthorn contingent upon the approval of the same from other entities that were concurrently reviewing the same cause. Mr. Paul R. Rodriguez seconded the motion.

During discussion, Legal Counsel advised that a recommendation without the contingency may aid the other entities in their approval processes. Ms. Benavidez rescinded her motion in accordance with Legal Counsel's advice.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommended Board approval of the Hidalgo County Tax Resale Property on Cause No. T-749-03-B; Pharr-San Juan-Alamo I.S.D, City of Pharr, City of San Juan, South Texas College, and Hidalgo County vs. Melody Cawthorn and the Resolution Authorizing the Tax Resale to St. Jude Thaddeus Catholic Church as presented. The motion carried.

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

Approval of the following proposal award, purchases, and renewals will be requested at the January 28, 2014 Board meeting as follows:

- 1) Graduation Caps and Gowns (Award):** award the proposal for graduation caps and gowns to Jostens, Inc. (Minneapolis, MN) for the period beginning February 1, 2014 through January 31, 2015 with two one year options to renew, at an estimated cost of \$36,696.75;
- 2) Computers, Laptop and Server (Purchase):** purchase computers, laptop and server from the State of Texas Department of Information Resources (DIR) approved vendor Dell Marketing, LP (Dallas, TX) and Apple Computer, Inc. (Dallas, TX) in the total amount of \$17, 529.00;
- 3) Interactive Pen Displays (Purchase):** purchase interactive pen displays from Computime (Saint Louis, MO) (New Vendor), a sole source vendor, at a total cost of \$20,430.13;
- 4) Internet Services (Purchase):** purchase internet services from AT&T Corporation (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning March 1, 2014 through February 28, 2017, at a monthly cost of \$3,750.88 and an annual amount of \$45,010.56 for the following locations:
 - Nursing Allied Health Campus - \$700.00 per month; \$8,400.00 annually
 - Technology Campus - \$767.20 per month; \$9,206.40 annually
 - Pecan Plaza - \$693.40 per month; \$8,332.80 annually
 - Hidalgo Training Center - \$869.12 per month; \$10,429.44 annually
 - Pharr Training Center - \$720.16 per month; \$8,641.92 annually
- 5) Internet Services – Pecan Campus (Purchase):** purchase internet services – Pecan Campus from AT&T Corporation (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning March 1, 2014 through February 28, 2017, at a monthly cost of \$6,246.46 and an annual amount of \$74,957.52 and a one-time installation charge of \$5,600.00;
- 6) Predictive Data Analytics Technology/Hosting Service (Purchase):** purchase predictive data analytics technology from Civitas Learning, Inc. (Austin, TX) (New Vendor), a sole source vendor, for the period beginning February 1, 2014 through January 31, 2015, at a total cost to STC of \$75,000.00. The total investment is \$300,000.00 which the THECB will pay \$150,000 and Texas A & M University – Commerce will pay \$75,000.00;
- 7) Student Printers (Purchase):** purchase student printers from Reyna Enterprises, Inc./dba Computer Repair Center (CRC) (McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$11,058.00;
- 8) Subscription of Online Books (Purchase):** purchase a subscription of online books from EBSCO Information Services (Dallas, TX), a sole source vendor, for the period beginning March 1, 2014 through February 28, 2015, at a total cost of \$11,277.00;
- 9) Geotechnical Engineering and Materials Testing Services (Renewal):** renew the geotechnical engineering and materials testing services contracts to provide services on an as needed basis for projects with a fee not to exceed \$30,000 per project beginning February 19, 2014 through February 18, 2015 with the following firms:
 - Raba-Kistner Consultants, Inc. (McAllen, TX)
 - Terracon Consultants, Inc. (Pharr, TX)

- 10) Training Services for Dental Assisting and Dialysis Technician (Renewal):** renew the contract for training services for dental assisting and dialysis technical with Condensed Curriculum International (Fairfield, NJ), for the period beginning February 1, 2014 through January 31, 2015, at a commission of 20% - 35% depending on the number of students per class.

SUMMARY TOTAL:

The total for all proposal award, purchases, and renewals is \$291,958.96.

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

Review and Recommend Action on Establishing a Bank Account for the Bond Construction Program

Approval to establish a new bank account at the College's depository bank will be requested at the January 28, 2014 Board meeting.

The primary purpose of establishing a new bank account was for depositing the proceeds of the South Texas College District Limited Tax Bonds, Series 2014, as needed to pay for the construction and equipping of College buildings in the College District.

Per Board Policy #5110: Comptrollership Function: Collection, Deposit, and Disbursement of College and Grant Funds, the Board of Trustees must approve the establishment of a bank account. The College anticipated the sale of Bonds in January 2014 and receipt of bond proceeds in February 2014.

The funds would be deposited in accordance with the STC Board of Trustees approved Investment Policy and in a manner meeting the construction needs of the College.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommended Board approval to establish a new bank account at the College's depository bank for the primary purpose of depositing the South Texas College District Limited Tax Bonds, Series 2014 proceeds, as presented. The motion carried.

Review and Discussion of the Texas Higher Education Coordinating Board Enrollment Data Audit Report

Matthew Hebbard, Dean of Enrollment Services and Registrar, presented the Texas Higher Education Coordinating Board Enrollment Data Audit Report.

The Texas Higher Education Coordinating Board is authorized, per Rider 8 of the General Appropriations Act, 82nd Legislature, Regular Session and Texas Administrative Code Section 13, to review the accuracy of the contact hour data reported to the Coordinating

Board by community college districts. In the event of data reporting errors, the Coordinating Board is authorized to adjust the fiscal year's formula appropriations as necessary to reflect the corrected data elements.

South Texas College complied with all of the relevant rules and regulations for the enrollment data used for formula funding and therefore, no adjustment to the College's formula appropriations is necessary.

The Enrollment Data Audit Report was included in the packet for the Committee's review and information.

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

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 6:00 p.m.

I certify that the foregoing are the true and correct minutes of the January 16th, 2014 Finance and Human Resources Committee Meeting of the South Texas College Board of Trustees.

Mr. Roy de León
Chair

Announcements

A. Next Meetings:

- Board Work Session, Saturday, February 1, 2014 at 9:00 a.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Education and Workforce Development Committee Meeting, Monday, February 17th, 2014 at 3:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Facilities Committee Meeting, Monday, February 17th, 2014 at 4:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Finance and Human Resources Committee Meeting, Monday, February 17th, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Regular Meeting of the Board of Trustees, Thursday, February 20th, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas