

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, September 23, 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. Consideration and Action on Agenda Items:
 - A. Review and Recommend Action on Order Adopting the Tax Rate for 2014 1 - 4
- VI. Consideration and Action on Consent Agenda
 - A. Approval of Minutes5 - 39
 - 1. August 26, 2014 Public Hearing and Special Board Meeting on the FY 2014-2015 Budget
 - 2. August 26, 2014 Regular Board Meeting
 - 3. September 11, 2014 Public Hearing and Special Meeting on the Proposed 2014 Tax Rate
 - 4. September 11, 2014 Special Board Meeting
 - 5. September 18, 2014 Public Hearing and Special Meeting on the Proposed 2014 Tax Rate
 - B. Approval and Authorization to Accept Grant Award(s)40 - 43
 - 1. The “STC In FOCUS - *Focus On Creating Ultimate Student Success*” Grant from the U.S. Department of Education in the amount of \$2,568,075
 - 2. The City of McAllen Phase 18 Grant Award from the City of McAllen in the amount of \$500,000

3. The Wagner-Peyser 7(B) Governor’s STC Advanced Manufacturing Partnership Initiative and the Texas Workforce Commission funding in the amount of \$750,000
4. Alternative Teacher Certification in the amount of \$24,000
5. Additional funds for VIDA College Prep Academy in the amount of \$26,600
6. The “Child and Adult Care Food Program” grant from Texas Department of Agriculture in the amount of \$65,639.49
7. Career Pathways to High-Wage High-Demand Welding Jobs in the amount of \$5,000
8. Additional Grants Received/Pending Official Award

C. Approval and Adoption of the Board of Trustees and Board Committee Meeting Schedule for FY2014-2015.....44 - 45

VII. Consideration and Action on Committee

A. Education and Workforce Development Committee Items

1. Review of Education and Workforce Development Committee Items.....46 - 47
 - 1) Presentation on Professional and Organizational Development Opportunities at South Texas College
 - 2) Presentation on “T-STEM Challenge Scholarships” Funded by a Grant from the Texas Higher Education Coordinating Board
 - 3) Presentation on Precision Manufacturing Technology

B. Finance and Human Resources Committee

1. Review and Action as Necessary on Award of Proposals, Purchases, and Renewals.....48 - 57
 - 1) Beverage Products (Award)
 - 2) Management and Leadership Training Services (Award)
 - 3) On-Line Auction Services (Award)
 - 4) Projector Lamps III (Award)
 - 5) Advertisement – Classified Ads (Purchase)
 - 6) Crime Records Services (Purchase)
 - 7) Electrical Parts and Supplies (Purchase)
 - 8) Professional Market Research Services (Purchase)
 - 9) Registration Advertisement Agreement (Purchase)
 - 10) Sponsorship Advertisement Agreement (Purchase)
 - 11) Web Conferencing Software (Purchase)
 - 12) Computer Based Coursework Agreement (Renewal)
 - 13) Information and Research Databases (Renewal)
 - 14) Library Database Subscription (Renewal)
 - 15) Library Digital Video Subscription (Renewal)

- 16) Lumber and Building Materials (Renewal)
- 17) Online Books and Videos Database Subscription (Renewal)
- 18) TexShare Library Database Program Participation (Renewal)
- 19) Time Clock Maintenance Agreement (Renewal)
- 20) Welding Supplies (Renewal)
- 21) Facility Usage Interlocal Agreements (Lease/Rental)
- 22) Uninterruptable Power Supplies (UPS) (Emergency Purchase)

- 2. Review and Action as Necessary on Disposal of Surplus Property58 - 60
- 3. Review and Recommend Action on Vendor for Operation of College Bookstore61 - 69

C. Facilities Committee

- 1. Update on 2013 Bond Construction Program70 - 71
- 2. Review and Action as Necessary on Selection of Architectural Firms and Assignments of Construction Projects for the 2013 Bond Construction Program72 - 77
- 3. Review and Action as Necessary on Architectural and Engineering Services Fee Schedule78 - 83
- 4. Review and Action as Necessary on Amendment to the Inter-local Agreement with the City of McAllen for the Nursing & Allied Health Campus Property84 - 86
- 5. Review and Action as Necessary on El Milagro Clinic Parking Lot License Agreement between El Milagro Clinic, the City of McAllen, and South Texas College for the Nursing & Allied Health Campus87 - 91
- 6. Review and Action as Necessary on Contracting Construction Services for the Pecan Campus Buildings A, G, H, and X Electrical Disconnects92 - 94
- 7. Review and Action as Necessary on Contracting Construction Services for the Technology Campus Cooling Tower Replacement95 - 98
- 8. Review and Action as Necessary on Rejecting Construction Proposals for the Nursing & Allied Health Campus Parking Lot Expansion and Entry Drive99
- 9. Review and Action as Necessary on Substantial and/or Final Completion of the Following Projects100 - 104
 - 1) Starr County Campus Parking Lot 5 Lighting and South Drive Lighting Improvements
 - 2) Pecan and Starr County Campus Repainting of Exterior Stucco Walls

10. Review and Recommend Action as Necessary on Lease Agreement with City of McAllen for use of Facilities in the Technology Campus Southwest Building	105 - 112
11. Update on Status of Construction Projects	113 - 117
VIII. Consideration and Approval of Checks and Financial Reports	118 - 120
The Checks and the Financial Reports presented for approval are included in the Board Packet under SEPARATE COVER	
IX. Informational Items.....	121
• President's Report	122 - 136
• Board Committee Meeting Minutes:	
o September 11, 2014 Education & Workforce Development Committee .	137 - 142
o September 11, 2014 Facilities Committee	143 - 157
o September 11, 2014 Finance and Human Resources Committee.....	158 - 165
X. Announcements	166
A. Next Meetings:	
• Education and Workforce Development Committee Meeting, Tuesday, October 14th, 2014 at 3:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas	
• Facilities Committee Meeting, Tuesday, October 14th, 2014 at 4:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas	
• Finance and Human Resources Committee Meeting, Tuesday, October 14th, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas	
• Regular Meeting of the Board of Trustees, Tuesday, October 28 th . 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas	
B. Other Announcements:	
• The 9 th Annual A Night with the Stars will be held Thursday, October 9, 2014 from 6:00 p.m. thru 9:00 p.m. at the Corinthian Banquet & Special Event Center, 1516 E. Expressway 83, Suite A, Mission, Texas.	
• The ACCT 2014 Leadership Congress will take place Wednesday, October 22, 2014 thru Saturday, October 25, 2014 in Chicago, IL.	
XI. Adjournment	

Review and Recommend Action on Order Adopting the Tax Rate for 2014

Approval by record vote of the Order establishing the tax rate for the 2014 tax year is requested. Approval of the order is necessary to levy the tax for the 2014 tax year.

Chapter 26 of the Property Tax Code requires taxing units to comply with truth-in-taxation laws in adopting the tax rate. The laws have two purposes: to make taxpayers aware of tax rate proposals and to allow taxpayers, in certain cases, to rollback or limit a tax increase. The truth-in-taxation requires a taxing unit to calculate two (2) tax rates after receiving the certified appraisal roll from the chief appraiser the effective tax rate and the rollback tax rate.

Comparing a proposed a rate to these two (2) rates determines which truth-in-taxation steps apply. A taxing unit must publish special notices and hold two public hearings before adopting a tax rate that exceeds the lower of the effective tax rate or the rollback tax rate.

The notice concerning the 2014 Property Tax Rate and the Notice of Public Hearing on Tax Increase have been published in accordance with the Truth-In-Taxation requirements in the Monitor and the Starr County and Mid Valley Town Crier newspaper and the College's website. Attached are copies of the Proposed 2014 Tax Presentation, 2014 Property Tax Rates, the Notice of Public Hearing on Tax Increase, and the Notice of Tax Revenue Increase for your information and review.

Homeowners age 65 and older or Disabled who have filed the proper tax exemption are exempt from any STC property tax increase. This action was approved by the Board of Trustees on October 24, 2005.

The tax rate for 2013 Tax Year was as follows:

2013 Tax Rate			
	M & O Rate	Debt Rate	Rate
2013 Tax Rate	\$0.1100	\$0.0400	\$0.1500

The voters of Hidalgo County and Starr County, as the result of the November 5, 2013 Bond and Maintenance Tax election, approved increasing the maximum M & O tax rate from \$0.1100 to \$0.1400 and the issuance of \$159M in construction bonds which would require an approximate increase in the debt service tax rate of \$0.005 for a total debt service tax rate of \$0.0450, as presented below:

2013 and 2014 Tax Rates			
	M&O Rate	Debt Rate	Rate
2013 Maximum Tax Rate	\$0.1100	\$0.0400	\$0.1500
Bond and Maintenance Tax Election – Voter Approved	\$0.0300	\$0.0050	\$0.0350
Proposed 2014 Maximum Tax Rate	\$0.1400	\$0.0450	\$0.1850

The Tax Assessors for Hidalgo County and Starr County determined South Texas College's tax rates to be the following:

2014 Tax Rates				
	M&O Rate	Debt Rate	Rate	Revenue
Effective Tax Rate	---	---	\$0.1472	\$44,722,572
Rollback Tax Rate	\$0.1166	\$0.0450	\$0.1616	\$48,716,502
<i>Proposed Tax Rate</i>	<i>\$0.1400</i>	<i>\$0.0450</i>	<i>\$0.1850</i>	<i>\$55,206,638</i>

The South Texas College Board of Trustees held two public hearings, the first on September 11, 2014 and the second on September 18, 2014, and published special notices as required by truth-in-taxation laws prior to adopting the proposed tax rate of \$0.1850.

Approval to adopt a debt service rate of \$0.0450 and maintenance and operations rate of \$0.1400 will be required. Approval of the Order will require a roll call vote of the members of the Board. A copy of the Order follows in the packet for the Board's review.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize by record vote the Order establishing the tax rate for the 2014 tax year as presented. In addition, it is required by state law that the motion to adopt the Order setting the tax rate be made in the following form: "I move that the property tax rate be increased by the adoption of a tax rate of \$0.1850, which is effectively 25.68 percent increase in the tax vote."

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

The Board of Trustees of South Texas College approves and authorizes by record vote the Order establishing the tax rate for the 2014 tax year as presented. In addition, it is required by state law that the motion to adopt the Order setting the tax rate be made in the following form: "I move that the property tax rate be increased by the adoption of a tax rate of \$0.1850, which is effectively 25.68 percent increase in the tax vote."

Approval Recommended:

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

ORDER

AN ORDER ADOPTING THE TAX RATE AND LEVYING AD VALOREM TAXES FOR THE SOUTH TEXAS COLLEGE DISTRICT FOR THE FISCAL YEAR ENDING AUGUST 31, 2015 AND THE TAX YEAR 2014 IN CONFORMITY WITH THE PROPERTY TAX CODE OF THE STATE OF TEXAS; AND ORDERING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER HEREOF.

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

SECTION I: There shall be and is hereby levied for the fiscal year ending August 31, 2015, and the Tax Year 2014, upon the assessed value of all property of every description subject to taxation within the South Texas College on the 1st day of January A.D. 2014, the following taxes rates, to wit:

- (a) An ad valorem tax to be computed at the rate of \$ 0.1400 per \$100 of the assessed value thereof estimated in lawful currency of the United States of America for the purpose of paying the annual maintenance expense of the College for the period ending August 31, 2015 as provided in the Appropriation Order adopted by the Board of Trustees of the South Texas College District, and when collected such monies are to be deposited in the fund therefore and disbursed for the purposes stated in said Order.
- (b) An ad valorem tax of be computed at the rate of \$ 0.0450 per \$ 100 of the assessed value thereof estimated in lawful currency of United States of America for the purpose of paying the interest and principal on the outstanding series 2007, series 2010, series 2013, and series 2014 bonds issue of the South Texas College District, such levy being in conformity with the requirement of the levy of taxes hereof made by Order of the Board of Trustees of the South Texas College District relating to such indebtedness.
- (c) THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.
- (d) THE TAX RATE WILL EFFECTIVELY BE RAISED BY 29.63 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$30.00.

SECTION II: All Orders or parts of Orders in conflict herewith are hereby repealed.

SECTION III: This Order shall be and remain in full force and effect from and after its passage by the Board of Trustees.

SECTION IV: If any part or parts of this Order are found to be invalid or unconstitutional by a court having competent jurisdiction, then such invalidity or unconstitutionality shall not affect the remaining parts hereof and such remaining parts shall remain in full force and effect, and to that extent this Order is considered severable.

CONSIDERED, PASSED, AND APPROVED this 23rd day of September, 2014 at a meeting of the Board of Trustees of the South Texas College District at which a quorum was present and which was held in accordance with Chapter 551, Texas Government Code.

SIGNED this 23rd of September, 2014

South Texas College District

By: _____
Roy de León, Chair

I hereby certify that the above Order passed on September 23rd, 2014 by the following record vote:

Roy De Leon:	Yea___	Nay___	Absent___
Alejo Salinas, Jr.:	Yea___	Nay___	Absent___
Paul R. Rodriguez:	Yea___	Nay___	Absent___
Rose Benavidez:	Yea___	Nay___	Absent___
Graciela Farias:	Yea___	Nay___	Absent___
Gary Gurwitz:	Yea___	Nay___	Absent___
Jesse Villarreal:	Yea___	Nay___	Absent___

ATTEST:

By: _____
Paul R. Rodriguez, Secretary

Approval of Minutes

The following Minutes are submitted for Board approval:

1. The August 26, 2014 Public Hearing and Special Board Meeting on the FY 2014-2015 Budget;
2. the August 26, 2014 Regular Board Meeting;
3. the September 11, 2014 Public Hearing and Special Meeting on the Proposed 2014 Tax Rate;
4. the September 11, 2014 Special Board Meeting; and
5. the September 18, 2014 Public Hearing and Special Meeting on the Proposed 2014 Tax Rate.

Due to the timing of the delivery of packets for Board review, the Minutes for the September 18, 2014 Public Hearing and Special Meeting on the Proposed 2014 Tax Rate were not ready at the time of publication. These will be provided under separate cover for Board review, prior to the meeting.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve the Minutes for the Board Meetings 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 Board Meetings as presented.

Approval Recommended:

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

South Texas College
Board of Trustees Public Hearing and Special Meeting
Tuesday, August 26, 2014 @ 5:00 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Work Session and Special Meeting of the South Texas College Board of Trustees was held on Tuesday, August 26, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:00 p.m. with Mr. Roy de León, Chair, presiding.

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

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mrs. Wanda Garza, Dr. Anahid Petrosian, Dr. David Plummer, Mr. Paul Varville, Mr. Paul Hernandez, Mr. Juan Carlos Aguirre, Mrs. Becky Cavazos, Mr. Mario Reyna, Dr. Ali Esmaeili, Dr. Ety Bischoff, Ms. Laura Talbot, Ms. Alicia Gomez, Dr. Eric Reittinger, Ms. Merrie Van Loy, Mr. Randy Jarvis, and Andrew Fish.

Determination of a Quorum

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

The Public Hearing on FY 2014 - 2015 Budget

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, presented the FY 2014 - 2015 Budget to the public and Board of Trustees during the public hearing and prior to the formal adoption of the Budget by the Board.

The Budget was included under separate cover in the Board packet.

The Public Hearing on the FY 2014 - 2015 Budget consisted of:

- *Presentation of Overview of FY 2014 - 2015 Budget*

Mrs. Elizondo presented the Overview of the proposed FY 2014-2015 Budget and responded to questions from the Board.

- *Public Comments*

A Public Comments sign-up sheet was provided at the entrance to the Board Room, and no one signed up to speak. The Chair called for any comments from those in attendance, and no comments were given.

- *Closing of the Public Hearing on FY 2014 - 2015 Budget*

The Public Hearing on the FY 2014-2015 Budget closed at 5:35 p.m.

Consideration and Approval of the Resolution Adopting the Budget for FY 2014 - 2015

It was recommended that the Board of Trustees approve the budget for FY 2014 - 2015 and adopt the resolution approving the Budget for FY 2014 - 2015 as presented.

A Notice of the Public Hearing on South Texas College's proposed budget for FY 2014 - 2015 was advertised on August 6, 2014 in the *Starr County Town Crier*, the *Rio Grande Herald*, and *The Monitor*. The Hearing gave the general public the opportunity to make comments and provide input with regard to the adoption of the budget. A copy of the budget was included under separate cover.

The Resolution to Adopt the Budget was provided in the packet for the Board's information and review.

A copy of the proposed budget was made available for viewing at the Office of the Vice President for Finance and Administrative Services located in the Administration Building in Room 230 at the Pecan Campus prior to the Public Hearing. Copies of the budget were made available at the Public Hearing. The proposed budget was also posted on the College's website in compliance with the requirement that Board materials be made publicly available online prior to Board action.

The Finance and Human Resources Committee reviewed the FY 2014 - 2015 Proposed Budget which included all Funds at their August 14, 2014 meeting and recommended approval.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved the Resolution adopting the Budget for FY 2014 - 2015 as presented. The motion carried.

Adjournment:

There being no further business to discuss, the Public Hearing and Special Meeting of the South Texas College Board of Trustees adjourned at 5:38 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, August 26, 2014 Public Hearing and Special Board Meeting of the South Texas College Board of Trustees.

Mr. Paul R. Rodriguez

Secretary

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR BOARD MEETING
Tuesday, August 26, 2014 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, August 26, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:45 p.m. with Mr. Roy de León, Chair, presiding.

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

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Dr. Anahid Petrosian, Mrs. Wanda Garza, Dr. David C. Plummer, Mr. Gerry Rodriguez, Mrs. Becky Cavazos, Mr. George McCaleb, Ms. Laura Talbot, Mr. Daniel Ramirez, Mr. Juan Carlos Aguirre, Ms. Alicia Gomez, Mr. Ricardo De La Garza, Mrs. Brenda Balderaz, Mr. Paul Varville, Mr. Mario Reyna, Dr. Ety Bischoff, Dr. Ali Esmaeili, Mr. Jesus Campos, Mr. Paul Hernandez, Ms. Maricela Silva, Dr. Eric Reittinger, Ms. Merrie Van Loy, Mr. Randy Jarvis, Ms. Kelly Salazar, Mr. Trey Murray, Mr. Rolando Garcia, Mr. Chris Sias, and Andrew Fish.

Determination of a Quorum

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

Invocation:

Mr. Mario Reyna, Dean for Business and Technology, said the invocation.

Public Comments:

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

Presentations

Presentation on Delinquent Tax Reports on Collection and Collection Efforts by Linebarger Goggan Blair & Sampson, LLP

Ms. Kelly Salazar, Attorney with Linebarger Goggan Blair & Sampson, LLP, provided the Board with the Delinquent Tax Report on Collection and Collection Efforts for Hidalgo and Starr Counties, and responded to questions from the Board.

Approval of Minutes July 29, 2014 Work Session and Special Board Meeting

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Minutes of the July 29, 2014 Work Session and Special Board Meeting were approved as written. The motion carried.

Approval of Minutes July 29, 2014 Regular Board Meeting

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Jesse Villarreal, the Minutes of the July 29, 2014 Regular Board Meeting were approved as written. The motion carried.

Approval and Authorization to Accept Grant Award(s)

Upon a motion by Mrs. Graciela Farias and a second by Mr. Jesse Villarreal, the Board of Trustees approved and authorized accepting the following grant awards and use of related funds as authorized by each grant, contingent upon official award as presented:

1. The “T-STEM Challenge Scholarship” grant in the amount of \$263,160.
2. The Child Care Access Means Parents In School (CCAMPIS) Award from the U.S. Department of Education in the amount of \$872,000.
3. The “Phase II – Nonpoint Source Water Quality Management Planning and Implementation” Grant from Texas A&M University – Kingsville (TAMU-K) Institute for Sustainable Energy and the Environment in the amount of \$3,000.

Review and Action as Necessary on Approval of Proposed 2015 - 2016 Academic Calendar

Approval of the proposed 2015 - 2016 Academic Calendar was requested.

The Academic Calendar Steering Committee, which included representatives from each area of the College, developed the 2015 - 2016 Academic Calendar, which covered the period from Fall 2015 through Summer 2016. The calendar was developed to be compatible with UTPA’s academic calendar and local area school district calendars. The calendar was presented to STC faculty and staff for their review, feedback, and input during the months of March and April. Input received from faculty and staff was incorporated into the proposed calendar.

The proposed calendar was unanimously approved by the Calendar Steering Committee and was reviewed and approved by the STC Planning and Development Council.

The proposed calendar was included in the packet for the Board’s review and consideration.

The Education and Workforce Development Committee was scheduled to review the 2015 - 2016 Academic Calendar on August 14, 2014. Due to the cancellation of that meeting, this Academic Calendar was presented to the Board without a Committee recommendation.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the 2015 - 2016 Academic Calendar for approval at the August 26, 2014 Board meeting as presented. The motion carried.

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

Approval of the Hidalgo County Tax Resale Property Bids and Resolution Authorizing Tax Resale was requested.

On June 3, 2014 Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Hidalgo County Courthouse. Out of the fifty-five (55) properties presented at auction, eight (8) properties were denied by other taxing authorities. The firm requested STC Board approval on forty-seven (47) properties.

The total amount the College would receive was \$41,666.09.

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

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

Ms. Kelly Salazar, a representative from Linebarger Goggan Blair & Sampson, LLP, was present at the meeting and responded to questions from the Board.

The Finance and Human Resources Committee recommended Board approval of the Hidalgo County Tax Resale Property Bids and Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the Hidalgo County Tax Resale Property Bids and Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented. The motion carried.

Review and Action as Necessary on Property, Casualty, Flood, & Workers Compensation Insurance

Approval to award the proposal for Property Insurance, Crime Insurance, School Board Legal Liability, General Liability, Auto Liability-Physical Damage, and Workers Compensation for a period beginning September 1, 2014 through August 31, 2015, and for the Flood Insurance for permanent structures for a period beginning January 3, 2015 through January 2, 2016 and for portable buildings for a period beginning November 1, 2014 through October 31, 2015 at a total cost of **\$662,724** was requested.

Mr. Raul Cabaza, Vice President with Shepherd Walton King Insurance Group, reviewed the proposals and recommendations with the Committee and responded to their questions.

- **Property Insurance / Flood Insurance**

⇒ Property Insurance to Hartford Fire Insurance Company (Montalvo Insurance Agency) at a total cost of **\$387,039**. The policy included flood insurance with a deductible of \$100K for zones X and C and \$500K for zone B. The earthquake limit was \$1M.

- **Crime Insurance**

⇒ Crime Insurance to Hartford Fire Insurance Company (Montalvo Insurance Agency) at a cost of **\$8,446**; includes \$1,000,000 coverage for Computer Fraud.

- **School Board Legal Liability Insurance, General Liability, and Auto Liability-Physical Damage**

⇒ School Board Legal Liability Insurance to Texas Association of School Boards (TASB) at a total cost of **\$78,899**; includes General Liability Insurance at no additional cost

⇒ Automobile Insurance to Texas Association of School Boards (TASB) at a cost of **\$13,986**

- **Workers Compensation**

⇒ Workers Compensation to Texas Political Subdivisions (Montalvo Insurance Agency) at a total cost of **\$174,354**; included Volunteers.

The total recommended award to Montalvo Insurance Agency was **\$569,839**. The total recommended award to Texas Association of School Boards was **\$92,885**. These amounts equaled to the grand total of **\$662,724**.

The request for proposals was advertised and issued to seven (7) vendors. Three (3) responses were received and reviewed by Mr. Raul Cabaza, III, Risk Management Consultant, Mrs. Mary Elizondo, the Vice President for Finance and Administrative Services, and the Purchasing Department.

The recommendation letters and spreadsheets provided by Mr. Raul Cabaza, III were included in the packet for the Board's information and review. Mr. Cabaza attended the Board meeting and responded to questions from the Board.

Funds for this expenditure were budgeted in the Insurance and Benefits budgets for FY 2014-2015, pending Board approval of the budget.

The Finance and Human Resources Committee recommended Board approval to award the proposals for Property Insurance, Crime Insurance, School Board Legal Liability, General Liability, Auto Liability-Physical Damage, and Workers Compensation for a period beginning September 1, 2014 through August 31, 2015, and for the Flood Insurance for permanent structures for a period beginning January 3, 2015 through January 2, 2016 and for portables for a period beginning November 1, 2014 through October 31, 2015 at a total cost of **\$662,724** as presented.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized awarding the proposals for Property Insurance, Crime Insurance, School Board Legal Liability, General Liability, Auto Liability-Physical Damage, and Workers Compensation for a period beginning September 1, 2014 through August 31, 2015, and for the Flood Insurance for permanent structures for a period beginning January 3, 2015 through January 2, 2016 and for portables for a period beginning November 1, 2014 through October 31, 2015 at a total cost of \$662,724 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) Machine Shop Equipment (Award):** award the proposal for machine shop equipment to Rex Supply (Pharr, TX), at a total cost of \$63,411.00;
- 2) Office Supplies (Award):** award the proposal for office supplies for the period beginning October 1, 2014 through September 30, 2015 with two one-year options to renew, at an estimated amount of \$450,000.00 as follows:
 - **Primary:** Gateway Printing & Office Supplies, Inc. (Edinburg, TX).
 - **Secondary:** Quill Corporation (Lincolnshire, IL)
Office Depot, Inc. (Boca Raton, FL/McAllen, TX)
- 3) Printing Projects (Award):** award the proposal for printing projects and general purpose printing at an estimated amount of \$328,163.44 for the period beginning September 1, 2014 through August 31, 2015 as follows:
 - A) Printing Projects –** At an estimated amount of \$228,163.44 to the following vendors in the amounts listed below:

Publications	Vendor	Amount
Division Brochures	Safeguard Universal, LLC. (Corpus Christi, TX)	\$2,090.00
Imprint Tabloids	The Monitor – AIM Media TX (McAllen, TX)	\$20,762.00
Program of Study Brochures	Grunwald Printing Company (Corpus Christi, TX)	\$2,985.12
Staying Connected Special Edition Tabloids	The Monitor – AIM Media TX (McAllen, TX)	\$14,400.00
Class Schedules (Summer/Fall)	Valley Newspaper Holdings (McAllen, TX)	\$59,305.53
Class Schedules (Spring)	Valley Newspaper Holdings (McAllen, TX)	\$23,119.19
Official Stationery	San Antonio Printing (McAllen, TX)	\$40,000.00
Student Catalog	Mignone Communications, Inc./A Division of EP Graphics, Inc. (Berne, IN)	\$25,706.16
Viewbook	Grunwald Printing Company (Corpus Christi, TX)	\$5,943.44
Graduation Announcements (Fall and Spring)	Gateway Printing & Office Supplies, Inc. (Edinburg, TX)	\$902.00
Graduation Programs (Fall and Spring)	San Antonio Printing (McAllen, TX)	\$32,950.00

B) General Purpose Printing – At an estimated amount of \$100,000.00 will be awarded to the following eight (8) vendors:

1. Copy Zone, Ltd. (McAllen, TX)
 2. Expressway Printing, Copying and More, LLC. (Mercedes, TX)
 3. Fed Ex Office (McAllen, TX)
 4. Gateway Printing & Office Supplies, Inc. (Edinburg, TX)
 5. Grunwald Printing Company (Corpus Christi, TX)
 6. Pro-Data Printing (McAllen, TX)
 7. Safeguard Universal, LLC. (Corpus Christi, TX)
 8. San Antonio Printing, (McAllen, TX)
- 4) Consulting Services (Purchase):** purchase consulting services with Evergreen Solutions, LLC. (Tallahassee, FL), a sole source vendor, for the period beginning September 1, 2014 through December 31, 2014, at a cost of \$150.00 per hour not to exceed \$15,000.00;
- 5) Custodial Equipment (Purchase):** purchase custodial equipment from Gulf Coast Paper Company (Corpus Christi, TX/Brownsville, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total cost of \$24,636.90;
- 6) Database Administrator Services (Purchase):** purchase database administrator services from Strata Information Group, Inc. (San Diego, CA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$300,000.00;
- 7) Incident Response Services (Purchase):** purchase incident response services from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources

- (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$11,000.00;
- 8) Long Distance Service (Purchase):** purchase long distance service from AT&T Corporation (Dallas, TX) through the State of Texas Department of Information Resources (DIR) TEXAN service contract for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$12,360.00;
 - 9) Online Training Services (Purchase):** purchase online training services from Lynda.com, Inc. (Carpinteria, CA), a sole source vendor, for the period beginning August 27, 2014 through August 26, 2015, at an estimated cost of \$20,943.70;
 - 10) Software Maintenance Agreement (Purchase):** purchase a software maintenance agreement from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning August 30, 2014 through August 29, 2015, at a total cost of \$25,397.95;
 - 11) Ventilator (Purchase):** purchase a ventilator from CareFusion Corporation (Yorba Linda, CA), a sole source vendor, at a total cost of \$17,367.45;
 - 12) Web Content Management System (Purchase):** purchase a web content management system from Hannon Hill (Atlanta, GA), a sole source vendor, for the period beginning August 27, 2014 through August 26, 2015, at a total cost of \$58,300.00;
 - 13) Accreditation and Compliance Management License (Renewal):** renew the accreditation and compliance management license with Concord USA, Inc. (Atlanta, GA), a sole source vendor, for the period beginning August 14, 2014 through August 13, 2015, at a total cost of \$13,720.00.
 - 14) Appliance Maintenance Agreement (Renewal):** renew the appliance maintenance agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$16,295.20;
 - 15) Banner Application Maintenance Agreement (Renewal):** renew the Banner application maintenance agreement with Ellucian, Inc. through Texas A & M University – Corpus Christi (Corpus Christi, TX) acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$390,127.30;
 - 16) Book Detection System Maintenance Agreement (Renewal):** renew the book detection system maintenance agreement with 3M Library Systems (St. Paul, MN), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$21,295.00;
 - 17) Data Hosting Services Agreement (Renewal):** renew the data hosting services agreement with TouchNet Information Systems, Inc. (Lenexa, KS), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$177,169.46;
 - 18) Desktop Security Software Maintenance (Renewal):** renew the desktop security software maintenance with Software House International (SHI) (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$39,517.30;
 - 19) Email Security Software Licenses Service Agreement (Renewal):** renew the email security software licenses service agreement with Software House International (SHI) (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$38,894.00;

20)Enterprise Antivirus, Web and Network Security Protection Software, Maintenance and Support (Renewal): renew the enterprise antivirus web and network security protection software, maintenance and support from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2017, at an annual cost of \$142,236.98. Significant savings will be realized by the college by accepting this multi-year agreement;

21)Food Service – Nursing and Allied Health Campus (Renewal): renew the food service – Nursing and Allied Health Campus contract with Domine Catering, LLC. (McAllen, TX) for the period beginning October 19, 2014 through October 18, 2015, at a commission of 4% of total sales;

22)Hardware Maintenance and Support Agreement (Renewal): renew the hardware maintenance and support agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$65,997.19;

23)HP Hardware and Software Maintenance Agreement (Renewal): renew the HP hardware and software maintenance agreement with Hewlett Packard Company (Roseville, CA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$23,935.90;

24)In-Store Purchases of Materials, Supplies and Miscellaneous Items (Renewal): renew the in-store purchases of materials, supplies and miscellaneous items contracts for the period beginning October 17, 2014 through October 16, 2015, at an estimated amount of \$112,000.00, with the following vendors:

- HEB Grocery, Co. (McAllen, TX)
- Hobby Lobby Store’s, Inc. (McAllen, TX)
- Sam’s Club (McAllen, TX)
- Wal-Mart (Mission, TX)

25)Library Materials (Renewal): renew the library materials contracts for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$227,912 with the following vendors:

a	ABDO Publishing (Minneapolis, MN)	q	Ingram Library Services, Inc. (La Vergne, TN)
b	Baker & Taylor, Inc. (Charlotte, NC)	r	Insight Media (New York, NY)
c	Bearport Publishing (New York, NY)	s	Latin American Book Source, Inc. (Chula Vista, CA)
d	Books A Million, Inc. (Birmingham, AL)	t	Midwest Tape, LLC. (Holland, OH)
e	Bound to Stay Bound Books, Inc. (Jacksonville, IL)	u	National Education Systems, Inc. (San Antonio, TX)
f	Crabtree Publishing, Co. (New York, NY)	v	PBS Distribution (Arlington, VA)
g	The Creative Company (N. Mankato, MN)	w	Perma Bound Books Hertzberg New Method, Inc. (Jacksonville, IL)
h	Dawn Sign Press (San Diego, CA)	x	Plunkett Research, Ltd. (Houston, TX)
i	Delaney Educational Enterprises (San Diego, CA)	y	Quality Books, Inc. (Oregon, IL)
j	EBSCO Industries, Inc. (Ipswich, MA)	z	Rittenhouse Book Distributors, Inc. (King of Prussia, PA)

k	Follett Library Resource, Inc. (McHenry, IL)	aa	EBSCO Publishing, Inc./dba Salem Press (Hackensack, NJ)
l	The Gale Group/Cengage Learning, Inc. (Farmington Hills, MI)	bb	Scholastic Library Publishing, Inc. (Danbury, CT)
m	Gareth Stevens Publishing (New York, NY)	cc	Show Me Books, Inc. (Bethany, MO)
n	Grey House Publishing (Amenia, NY)	dd	Unique Books, Inc. (St. Louis, MO)
o	Central Programs, Inc./dba Gumdrop Books (Bethany, MO)	ee	World Book, Inc. (Chicago, IL)
p	Infobase Publishing (Brookshire, TX)		

26) Mass Notification System Agreement (Renewal): renew the mass notification system agreement with Rave Wireless/dba Rave Mobile Safety (Pittsburg, TX), a TIPS/TAPS Purchasing Cooperative approved vendor, for the period beginning September 1, 2014 through August 31, 2017, at a total cost of \$44,840.00 and a total cost of \$134,520.00. Significant savings will be realized by the college by accepting this multi-year agreement;

27) Network Equipment and Software Maintenance Agreement (Renewal): renew the network equipment and software maintenance agreement with Insight Public Sector (Bloomingdale, IL/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$138,710.21;

28) Online Real Estate Courses (Renewal): renew the online real estate courses contract with OnCourse Learning Corporation (Atlanta, GA) for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$2.50 to \$257.50 per class;

29) Online Tutoring Services Agreement (Renewal): renew the online tutoring services agreement with Smarthinking/NCS Pearson, Inc. (Chicago, IL), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$80,500.00 which provides 3,500 service hours;

30) Professional Development and Consultant Services for the Puente Project (Renewal): renew the professional development and consultant services for the Puente Project with Catch the Next, Inc. (New York, NY), a sole source vendor, for the period beginning June 1, 2014 through May 31, 2015, at a total cost of \$17,500.00;

31) Projector Lamps (Renewal): renew the projector lamps contracts for the period beginning September 26, 2014 through September 25, 2015, at an estimated cost of \$30,500.00 with the following vendors:

- Audio Visual Aids Corp (San Antonio, TX)
- Howard Technology Solutions (Ellisville, MS)

32) Public Website Hosting Maintenance and Support Agreement (Renewal): renew the public website hosting maintenance and support agreement with Rackspace Managed Hosting (San Antonio, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a monthly cost of \$1,763.00 and annual cost of \$21,156.00;

33) Science Laboratory Supplies (Renewal): renew the science laboratory supplies contracts for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$250,000.00 based on prior year expenditures. The vendors are as follows:

- a. Bio Corporation (Alexandria, MN)
- b. Carolina Biological Supply, Co. (Burlington, NC)
- c. Cynmar Corporation (Carlinville, IL)

- d. Flinn Scientific, Inc. (Batavia, IL)
- e. Delta Education, LLC./dba Frey Scientific (Nashua, NH)
- f. NASCO (Fort Atkinson, WI)
- g. Nebraska Scientific (Omaha, NE)
- h. PASCO Scientific (Roseville, CA)
- i. Sargent-Welch/VWR (Arlington Heights, IL)
- j. Thomas Scientific (Swedesboro, NJ)
- k. VWR Education, LLC. /dba Ward's Natural Science (Rochester, NY)

34)Truck Driver/Bus Driver Training (Renewal): renew the truck driver/bus driver training contract with International Schools (El Paso, TX), for the period beginning September 1, 2014 through August 31, 2015, at an 18% commission to the College retained from each student's tuition;

35)Virtual Environment Maintenance Agreement (Renewal): renew the virtual environment maintenance agreement with VMWare, Inc. (Palo Alto, CA), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$19,448.49.

SUMMARY TOTAL:

The total for all proposal awards, purchases, and renewals was \$3,288,015.47.

Upon a motion by Dr. Alejo Salinas, Jr. 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 Proposed Employee Pay Plans for FY 2014-2015

Approval of the Proposed Employee Pay Plans for FY 2014-2015 was requested.

The Proposed Employee Pay Plans for FY 2014-2015 for all employee groups were presented for the Board's review and consideration. The Employee Pay Plans included Classified, Professional Technical (exempt and non-exempt), Administrative, Executive, and Faculty.

The Employee Pay Plans information was prepared by the Office of Human Resources and included the recommendation made by the compensation study firm, Evergreen Solutions. The President and all the Vice Presidents reviewed the plans and approved the proposed revisions.

A copy of the Proposed Employee Pay Plans for FY 2014-2015 was included under separate cover.

The Finance and Human Resources Committee recommended Board approval of the Proposed Employee Pay Plans for FY 2014-2015 as presented.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the Proposed Employee Pay Plans for FY 2014-2015 as presented. The motion carried.

Review and Action as Necessary on Proposed Staffing Plan for FY 2014-2015

Approval of the Proposed Staffing Plan for FY 2014-2015 was requested.

The Proposed Staffing Plan for FY 2014-2015 included all positions, titles, classifications, salaries, and salary pools.

At the Finance and Human Resources Committee meeting, questions were raised about the vacant positions within the staffing plan. Vacant positions were listed for various reasons, such as:

- All Board approved positions were listed on the Staffing Plan. Vacant positions were listed as of August 15, 2014, and included the new positions budgeted for FY 2014-2015.
- Some positions were funded at \$1.00 and were not expected to be filled during the coming fiscal year. These positions were not deleted from the Staffing Plan to allow for a consistent position control record and to allow the position to be filled if priorities changed during the year.
- Some positions were funded at \$2.00 and represented positions that were partially funded in salary pools, which allowed some flexibility in hiring without over-commitment of those funds to each position.

Salary expenditures budget was proposed to increase \$4,004,589 in FY 2014-2015 mainly due to the following approximate amounts:

- Salary increases in the approximate value of 3% for Faculty, Administrative, Executive, Classified, and Professional/Technical Support staff totaling \$1,739,377.
- Compensation Study proposed adjustments totaling \$743,703
- New staffing requests totaling \$1,451,255.

A copy of the Proposed Staffing Plan was included under separate cover. The Plan was developed with all segments of the College having the opportunity to provide input and assist in establishing staffing priorities for FY 2014-2015. The Staffing Plan also included the recommendations made by the compensation study firm, Evergreen Solutions, as recommended by the Finance and Human Resources Committee and approved by the Board in July 2014.

Dr. Shirley Reed and Mrs. Mary Elizondo responded to questions from the Board.

The Finance and Human Resources Committee recommended Board approval of the Proposed Staffing Plan for FY 2014- 2015 as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the Proposed Staffing Plan for FY 2014- 2015 as presented. The motion carried.

Discussion of South Texas College Proposed 2014 Tax Rate

Chapter 26 of the Property Tax code required taxing units to comply with truth-in-taxation laws in adopting the tax rate. The laws had two purposes: to make taxpayers aware of tax rate proposals and to allow taxpayers, in certain cases, to roll back or limit a tax increase. The truth-in-taxation required a taxing unit to calculate two (2) tax rates, the effective tax rate and the rollback tax rate, after receiving its certified appraisal roll from the chief appraisal.

Comparing a proposed tax rate to these two (2) rates determined which truth-in-taxation steps apply. A taxing unit must publish special notices and hold public hearings before adopting a tax rate that exceeded the lower of the effective tax rate or the rollback tax rate. The College proposed adoption of a tax rate that exceeded the lower of the effective tax rate or the rollback tax rate and therefore, was required to hold two public hearings. It was proposed to hold the first public hearing on September 11, 2014 and the second public hearing on September 18, 2014.

The notice of effective tax rate concerning the 2014 Property Tax Rate was published in accordance with the Truth-In-Taxation requirements in the Monitor and Town Crier. A copy was enclosed for the Board's information and review. In addition, the College was required to publish the Notice of Public Hearings on Tax Increase in a newspaper or mail it to each property owner at least seven (7) days before the public hearings. Furthermore, Tax Code Section 26.065 required supplemental notice for the hearing on a tax rate increase. If the taxing unit owned, operated, or controlled an Internet Web site, the unit shall post on its Web site this additional notice of the public hearings at least seven (7) days immediately before the first hearing on the proposed tax rate increase and remain until the second hearing is concluded

The Hidalgo County Tax Assessor/Collector compiled the data for both counties and prepared the Truth-in-Taxation calculation to determine the tax rates as reflected below:

	M&O RATE	DEBT RATE	RATE	REVENUE
Effective Tax Rate	---	---	\$0.1472	\$44,722,572
Rollback Tax Rate	\$0.1166	\$0.0450	\$0.1616	\$48,716,502
Proposed Tax Rate	\$0.1400	\$0.0450	\$0.1850	\$55,206,638

The proposed maintenance and operations (M&O) tax rate of \$0.1400 was the maximum rate that the College could adopt as approved by the voters on November 5, 2013.

The proposed debt rate of \$0.0450 was the amount necessary to fully fund all the debt service payments, including the LT Bond, Series 2014. The College would maintain the increase from the FY 2013-2014 debt rate to \$0.005. The FY 2013-2014 debt rate was \$0.04.

STC was required to hold two public hearings and publish special notices before adopting the proposed tax rate of \$0.1850 since this total tax rate exceeded the lower of the effective tax rate or the rollback tax rate. That rate would raise \$55,206,638, which was \$11,273,060 more than taxes imposed last year.

The Notice of Effective Tax Rate for 2014 and a Presentation were included in the packet for the Board’s information and review.

The proposed 2014 tax rate was reviewed with the Finance and Human Resources Committee at their August 14, 2014 meeting.

This item was provided for the Board’s information and discussion only, and no action was requested under this agenda item.

Review and Action as Necessary by Record Vote to Schedule Two Public Hearings Regarding Adoption of the Proposed Tax Rate that Exceeds the Lower of the Effective Tax Rate or the Rollback Tax Rate

Approval by Record Vote to Schedule two Public Hearings regarding adoption of the proposed tax rate that exceeds the lower of the effective tax rate or the rollback tax rate was requested.

Any taxing unit was required to hold two public hearing and publish newspaper ads before adopting a tax rate if that tax rate exceeded the lower of the effective tax rate or the rollback rate. The Tax Assessors for Hidalgo County and Starr County determined South Texas College’s rates to be the following:

	M&O RATE	DEBT RATE	RATE	REVENUE
Effective Tax Rate	---	---	\$0.1472	\$44,722,572
Rollback Tax Rate	\$0.1166	\$0.0450	\$0.1616	\$48,716,502
Proposed Tax Rate	\$0.1400	\$0.0450	\$0.1850	\$55,206,638

The proposed calculated tax rate exceeded the lower of the effective tax rate or the rollback tax rate and, therefore, the Board was required to take a record vote to schedule and hold two public hearings.

The Notice of Public Hearing on Tax Increase, the Notice of Tax Revenue Increase, and the Record Vote of Members of the Board were included in the packet for the Board’s information and review.

The Finance and Human Resources Committee recommended Board approval by record vote to schedule two public hearings, one on September 11, 2014 at 5:30 PM and the Second

Public Hearing on September 18, 2014 at 5:30 PM before adopting the proposed tax rate of \$0.1850 that exceeds the lower of the effective tax rate or rollback tax rate as presented.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized by record vote the scheduling of two public hearings, one on September 11, 2014 at 5:30 PM and the second public hearing on September 18, 2014 at 5:30 PM before adopting the proposed tax rate of \$0.1850 that exceeded the lower of the effective tax rate or rollback tax rate as presented. All seven Trustees were present, and the Board voted unanimously in favor of the motion. The motion carried.

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

Approval to dispose/recycle technology items with an original value of \$1,000 or over through the Texas Department of Criminal Justice (TDCJ), a state of Texas agency approved to properly recycle technology items was requested.

All disposal/recycling of technology items must be in compliance with the Environmental Protection Agency (EPA) regulations. TDCJ provided an environmentally sound way to dispose of surplus technology equipment.

The technology items were located at the South Texas College Receiving Department, 3700 West Military Hwy, McAllen, Texas.

A listing of the technology items to be disposed/recycled was included in the packet for the Board's information. These items were inspected by the Technology Resources (TR) department and approved by the Vice President for Information Services & Planning.

The Finance and Human Resources Committee recommended Board approval to dispose/recycle technology items with an original value of \$1,000 or over through the Texas Department of Criminal Justice (TDCJ), a state of Texas agency approved to properly recycle technology items as presented.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the disposal/recycling of technology items with an original value of \$1,000 or over through the Texas Department of Criminal Justice (TDCJ), a state of Texas agency approved to properly recycle technology items as presented. The motion carried.

Review and Action as Necessary on Agreement Extension for BBVA Compass-Visa Commercial Card Services (Accounts Payable Card)

Approval of a twelve month agreement extension for Visa Commercial Card Services with BBVA Compass from September 1, 2014 through August 31, 2015 was requested.

The Board of Trustees awarded the agreement for commercial card services to BBVA Compass at the March 26, 2013 Board of Trustees meeting for the period of April 1, 2013 through August 31, 2014.

The College implemented the Accounts Payable card to serve as an accounts payable department payment solution. This was a new initiative by the Business Office to expedite payments to vendors and reduce payment processing and statement reconciliation costs and time. In addition, the program offered the College the potential to earn revenue share on payments made using the card. The revenue share was based on the charge volume and ranged from 1.00% for total charges between \$1,500,000 and \$1,999,999 to 1.35% for total charges of \$15,000,000 and greater. The Accounts Payable card solution was provided by BBVA Compass as a service to the College. There was no cost to the College for this service.

The implementation of the A/P card was delayed in part because a solution needed to be identified to properly interface the BBVA Compass Center Suite System to the College's software system, Banner. A solution was identified and vendors were being enrolled.

As of July 29, 2014, the A/P card was utilized as follows:

Date	Visa Card Transactions	Amount
April 2014	126	\$ 74,050.11
May 2014	327	\$197,066.15
June 2014	250	\$218,520.72
July 2014	362	\$226,057.22
Total	1,065	\$715,694.20

The Finance and Human Resources Committee recommended Board approval of a twelve month agreement extension for Visa Commercial Card Services with BBVA Compass from September 1, 2014 through August 31, 2015 as presented.

Mr. Roy de León abstained at the Finance and Human Resources Committee meeting and again at the Board of Trustees meeting, and did not participate in the deliberation or subsequent action on this item.

Mr. Gary Gurwitz did not attend the Finance and Human Resources Committee meeting, and abstained at the Board of Trustees meeting, and did not participate in the deliberation or subsequent action on this item.

Upon a motion by Mrs. Graciela Farias and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized a twelve month agreement extension for Visa Commercial Card Services with BBVA Compass from September 1, 2014 through August 31, 2015 as presented. The motion carried.

Update on 2013 Bond Construction Projects

Mr. Rolando Garcia with Broaddus & Associates, provided the Board with a brief update on the status of the 2013 Bond Construction Program.

Mr. Garcia shared that there were 17 responses to the RFQ for Architectural Services for the 2013 Bond Construction Program projects, and the initial survey of those responses indicated that there were highly qualified firms interested in the projects.

The committee tasked with reviewing the qualifications was comprised of Broaddus & Associates staff and South Texas College staff. Broaddus & Associates would provide summaries and analyses to the Facilities Committee to assist in the determination of the next step in this process. The Facilities Committee has the option to schedule presentations from responding firm(s) or recommend Board approval of firms for projects without interviews.

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

Review and Action as Necessary on Approval of Publication of the Request for Qualifications (RFQ) for Mechanical/Electrical/Plumbing and Civil Engineering Services for the 2013 Bond Construction Program

Approval to solicit Mechanical/Electrical/Plumbing (MEP) and Civil Engineering (CE) services for the construction projects as outlined in the November 5, 2013 Bond election was requested.

With previous Board approval of the Master Plan, staff collaborated with Broaddus and Associates, the Construction Program Management Services firm retained for the 2013 Bond Construction Program, to solicit architectural and engineering services. The next step in the bond program was the design phase for three Thermal Plant projects and Parking and Site Improvement projects. A list of Bond projects outlining the projects requiring engineering services was included in the packet with each RFQ.

It was recommended that MEP engineering services be solicited for design of the Thermal Plant projects and CE services be solicited for design of the new parking lots and site improvements. As part of the design phase preparations, staff and Broaddus & Associates developed two Request for Qualifications (RFQ) for these engineering services. The RFQ's for

engineering services were prepared based on and were similar to the RFQ for architectural services previously approved by the Board of Trustees. The two RFQ's were included in the Board packet. With Board authorization, staff would begin the required solicitations of these engineering services.

In section 2.7 of each RFQ, it was explained that the College may or may not invite one or more of the most highly qualified Respondents to attend a formal interview. This allowed the Board the option of choosing to interview respondents or make selections without interviewing.

The Facilities Committee recommended Board approval of the solicitation of Mechanical/Electrical/Plumbing (MEP) and Civil engineering (CE) services, for design of construction projects as outlined in the November 5, 2013 Bond election, through the Request for Qualifications (RFQ) as presented.

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 the solicitation of Mechanical/Electrical/Plumbing (MEP) and Civil engineering (CE) services, for design of construction projects as outlined in the November 5, 2013 Bond election, through the Request for Qualifications (RFQ) as presented. The motion carried.

Review and Action as Necessary on FY 2014-2015 Facility Lease Agreements

- 1. Annual Facility Lease Agreements**
- 2. Renewal of Facility Lease Agreement**
- 3. Proposed New Facility Lease Agreement**

Approval of FY 2014-2015 facility lease agreements for use by STC was requested. Facility lease agreements for FY 14-15 include the following:

1. Annual Facility Lease Agreements
2. Proposed New Facility Lease Agreement
3. Renewal of Facility Lease Agreement

1. Annual Facility Lease Agreements

Below is a list of facilities which were leased on an annual basis and used for various instructional purposes.

Facility	Annual Cost
City of McAllen – Boys & Girls Club Othal Brand Center	\$5,000
City of McAllen – Boys & Girls Club Roney Center	\$5,000
City of McAllen – Boys and Girls Club Pool	\$600
City of McAllen – Las Palmas Park	no charge

City of McAllen – Los Encinos Park Tennis Courts	\$600
City of McAllen – Municipal Baseball Complex	\$400
City of McAllen – Municipal Pool	\$6,600
City of McAllen – Palmview Golf Course	\$1,500
City of McAllen – Parks and Recreation	\$1,000
City of McAllen – Westside Park	\$600
City of Mission – Parks & Recreation North Side Pool	\$700
City of Weslaco – City Park Tennis Courts	\$600
Flamingo Bowl (McAllen, TX)	\$10,000
McAllen ISD – Tennis Courts	\$1,350
Mighty Joe’s Gym (Weslaco, TX)	\$350
The Practice Tee (Pharr, TX)	\$3,500
Ultimate Fitness Center (Weslaco, TX)	\$6,200
Total	\$44,000

The facilities would provide for Fitness Walking, Weight Training, Bowling, Golf, Basketball, Volleyball, Swimming, and Tennis courses in the Kinesiology program for the fall 2014, spring 2015 and summer 2015. In FY 2013-2014 a total of 986 students used these facilities. A Physical Education Special Activity Fee of \$55 was charged per student for each course taken. A total of \$54,230 was collected for building use fees during FY 2013-2014.

The Trustees pointed out that the vendor *The Practice Tee* had recently announced its intent to sell its property to an adjacent cemetery. Staff agreed to look into this, and stated that the proposed lease agreement would terminate when the facility is no longer available for South Texas College students’ use. It was later confirmed that College could fully switch to the Palmview Golf Course, also included among the facilities leases approved above, once the Practice Tee was no longer available to South Texas College programs.

Staff recommended approval of these facility lease agreements for use during the period beginning September 1, 2014 through August 31, 2015, at an estimated total cost of \$44,000. Funds for these expenditures are budgeted in the proposed Facilities Physical Education Facilities Rent budget for FY 2014-2015.

2. Renewal of Facility Lease Agreements

The facility listed below was previously approved for lease on an annual basis and currently requires renewal.

Facility	Renewals in Contract	Renewal Requested	Lease Cost
La Joya ISD – Jimmy Carter Campus classrooms and library space	4	3rd	\$1- plus security and custodial

This facility provided space for various academic programs during academic year 2014-2015. Staff recommended approval to renew this facility lease agreement for use starting September 1, 2014. Funds for these expenditures are budgeted in the Facilities Lease budget for FY 2014-2015.

3. Proposed New Facility Lease Agreement

Staff worked with PSJA School District and developed a facility lease agreement which would provide for use of their facilities for instruction starting fall 2014.

Below is the proposed lease and a description for the proposed use:

Site	Spaces	Proposed Use	Estimated Cost
PSJA School District – CCTA and Ballew High School	Classrooms, Science Labs, Computer labs, Electronics Lab, Welding lab and staff offices	Provide courses in Business, Science, Criminal Justice, Police Academy, Electrician, HVAC and Welding	\$1 annually plus prorated cost of security, custodial and utilities

Staff recommended approval of this facility lease agreement for use during the period beginning September 1, 2014 through August 31, 2015.

The Facilities Committee recommended Board approval of the FY 2014-2015 facility lease agreements for use by STC as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the FY 2014-2015 facility lease agreements for use by STC as presented. The motion carried.

Review and Action as Necessary on Approval of Special Warranty Deeds for Nursing & Allied Health Campus Water Tower Property Adjustments

Approval of Special Warranty Deeds to revise Nursing & Allied Health Campus property boundaries adjacent to the City of McAllen water tower was requested.

In 2010 the City of McAllen conveyed to STC, 6.63 acres of land adjacent to the Nursing & Allied Health Campus and reserved approximately one acre of land for the construction of a new water tower. The new water tower was since built and was located approximately fifty feet south of the originally planned location. Because of the adjusted location for the tower, it was not completely located in the one-acre site originally reserved for the tower.

Now that STC was in the process of working with Perez Consulting Engineers to prepare and record a subdivision plat for the 6.63 acres, STC staff and the City of McAllen recommended that the one-acre property boundaries for the tower be revised to reflect the actual location of the tower. In preparation for this revision, the City prepared the Special Warranty Deeds, Metes and Bounds Descriptions, and a revised site survey to reflect the property revisions, and these documents were included in the Board packet. Also included were two simplified site plans showing the original and revised property for the water tower.

The adjustment of the property boundaries would benefit STC by allowing the construction of a new east and west drive included in the campus master plan. This new drive would be constructed as part of the current parking lot expansion project and will support the future Bond construction program requirements.

One of the Trustees indicated that he had attended a recent McAllen Planning and Zoning Commission meeting, and there were questions at that Commission meeting regarding this property. The Trustee asked whether STC staff should have been present to address questions or concerns and help guide the Commission through necessary approval.

Staff responded that they attend meetings as invited by the hosting Commission, and/or advised by engineers/consultants on each project. When appropriate, the College might also be represented by its engineers or other consultants. In this particular instance, standard practice would be for the approval of the Special Warranty Deeds, and these changes would then be worked into the final plat proposal. South Texas College would then be represented at the Planning and Zoning Commission meeting to address any concerns regarding the final approval of the plat.

The Facilities Committee recommended Board approval of the Special Warranty Deeds to revise the Nursing & Allied Health Campus property boundaries adjacent to City water tower as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Jesse Villarreal, the Board of Trustees of South Texas College approved and authorized the Special Warranty Deeds to revise the Nursing & Allied Health Campus property boundaries adjacent to City water tower as presented. The motion carried.

Review and Action as Necessary on Contracting Civil Engineering Design Services for District-Wide ADA Improvements for Building to Building Access Phase II

Approval to contract civil engineering design services for the District-Wide ADA Improvements for Building to Building Access Phase II was requested.

In order to proceed with these Phase II improvements, staff recommended contracting civil engineering services for preparation of plans and specifications for each campus. During fiscal year 2013-2014, the Board of Trustees authorized design services for Phase I improvements which have since been completed. Additional funds were budgeted in fiscal year 2014-2015 for Phase II Improvements. These improvements were recommended in order to adapt to new ADA codes which required that campus environments provide equitable building to building access for patrons with disabilities.

The 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. Halff Associates, Inc.
3. Melden & Hunt
4. Perez Consulting Engineering
5. R. Gutierrez Engineering

Based on previous project assignments and experience with the five available firms, Dannenbaum Engineering was recommended to provide civil engineering services for this project. Dannenbaum Engineering prepared plans and specifications for Phase I and was familiar with the recommendations outlined in the ADA inspector's reports. By contracting with Dannenbaum Engineering for Phase II, the remaining improvements would be designed to the same standards and specifications used in Phase I.

Funds were available in the FY2013-2014 unexpended construction budget for design and construction of these improvements, with final amount to be negotiated.

Project Budget		
Budget Components	Available Funds	Estimated Cost
Design	\$25,000	Actual design fees are estimated at \$20,000 and will be finalized during contract negotiations
Construction	\$250,000	Actual cost will be determined after the solicitation of construction proposals

The Facilities Committee recommended Board approval to contract civil engineering design services with Dannenbaum Engineering for the District-Wide ADA Improvements for Building to Building Access Phase II as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized contracting civil engineering design services with Dannenbaum Engineering for the District-Wide ADA Improvements for Building to Building Access Phase II as presented. The motion carried.

Review and Action as Necessary on Substantial and/or Final Completion of the Following Projects

- 1. Pecan Campus Hail Damage Exhaust Fan Repairs**
- 2. Pecan Plaza Space Renovation for the STC Police Department**
- 3. District-Wide Automatic Door Openers Phase II**

Approval of substantial and/or final completion and release of final payment for the following projects was requested:

	Projects	Substantial Completion	Final Completion	Documents Attached
1.	Pecan Campus Hail Damage Exhaust Fan Repairs	Recommended	Recommended	Certificate of Substantial Completion Final Completion Letter
2.	Pecan Plaza Space Renovation for the STC Police Department	Recommended	Estimated September 2014	Certificate of Substantial Completion
3.	District-Wide Automatic Door Openers Phase II	Previously Approved	Recommended	Final Completion Letter

1. Pecan Campus Hail Damage Exhaust Fan Repairs

It was recommended that substantial completion, final completion, and release of final payment for this project with CAS Companies be approved.

Architects with Amtech Building Sciences 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 July 21, 2014. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. A copy of the Substantial Completion Certificate was included in the packet.

Final Completion including punch list items were accomplished as required in the Owner/Contractor agreement for this project. It was recommended that final completion and release of final payment for this project with CAS Companies be approved. The original cost approved for this project was in the amount of \$72,414.

The following chart summarizes costs related to the above information:

Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$72,414	\$3,796	\$76,210	\$68,793.30	\$7,416.70

On July 21, 2014, STC Planning & Construction Department staff inspected the site to confirm that all work and punch list items were completed.

2. Pecan Plaza Space Renovation for the STC Police Department

It was recommended that substantial completion for this project with 5 Star Construction be approved.

Architects with PBK 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 July 28, 2014. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. A copy of the Substantial Completion Certificate was included in the packet.

5 Starr Construction 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 September 2014 Board meeting.

3. District-Wide Automatic Door Openers Phase II

It was recommended that final completion for this project with 5 Star Construction be approved.

Final Completion including punch list items were accomplished as required in the Owner/Contractor agreement for this project. It was recommended that final completion and release of final payment for this project with 5 Star Construction be approved. The original cost approved for this project was in the amount of \$96,500.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$130,000	\$96,500	(\$3,900)	\$92,600	\$91,675	\$925

On July 17, 2014, STC Planning & Construction Department staff inspected the site to confirm that all punch list items were completed.

The Facilities Committee recommended Board approval of the substantial and/or final completion and release of final payment of the projects as presented.

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 the substantial and/or final completion and release of final payment of the projects as presented. The motion carried.

Update on Status of Construction Projects

The Facilities Planning & Construction staff prepared a design and construction update. This update summarized the status of each capital improvement project currently in progress.

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

Consideration and Approval of Checks and Financial Reports

Upon a motion by Mrs. Graciela Farias and a second by Mr. Jesse Villarreal, 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 July 2014. The motion carried.

Mr. Roy de León announced that the following items were included within the Board Packet:

Informational Items

- President's Report
- Board Committee Meeting Minutes:
 - o August 14, 2014 Education & Workforce Development Committee (Cancelled)
 - o August 14, 2014 Facilities Committee
 - o August 14, 2014 Finance and Human Resources Committee

Announcements

A. Next Meetings:

- Education and Workforce Development Committee Meeting, Thursday, September 11th, 2014 at 3:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Facilities Committee Meeting, Thursday, September 11th, 2014 at 4:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- 1st Public Hearing to Review Proposed 2014 Tax Rate Which Exceeds the Lower of the Rollback Tax Rate and the Effective Tax Rate, Thursday, September 11th, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Finance and Human Resources Committee Meeting, Thursday, September 11th, 2014 at 6:00 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas

- 2nd Public Hearing to Review Proposed 2014 Tax Rate Which Exceeds the Lower of the Rollback Tax Rate and the Effective Tax Rate, Thursday, September 18th, 2014 at 5: 30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Regular Meeting of the Board of Trustees, Tuesday, September 23rd, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas

B. Other Announcements:

- The College will be closed Monday, September 1, 2014 in observance of Labor Day.
- The College will also be closed Friday, September 19, 2014 to allow faculty and staff to attend College Wide Professional Development Day.

Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 6:48 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, August 26, 2014 Regular Board Meeting of the South Texas College Board of Trustees.

Mr. Paul R. Rodriguez

Secretary

South Texas College
Board of Trustees
Public Hearing and Special Board Meeting
Thursday, September 11, 2014 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Special Meeting of the South Texas College Board of Trustees was held on Thursday, September 11, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:30 p.m. with Mr. Roy de León, Chair, presiding.

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

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mr. Paul Varville, Mr. Gerry Rodriguez, Mr. George McCaleb, Mrs. Becky Cavazos, Mr. Mario Reyna, Mr. Bill Buhidar, Mr. Lucio Gonzalez, Ms. Maricela Silva, Mr. Tom Byrne, Mr. Gilbert Gallegos, Mr. Rolando Garcia, Ms. Diana Bravos, Mr. Randy Jarvis, Ms. Fern McClaugherty, Ms. Maria Champion, Mr. Marvin Netz, Mr. Nicholas Novak, Mr. David Asher, Mr. Agustin Perez, Mr. Frank Traver, Ms. Donna Traver, Mr. Alton McIver, Mr. Larry Smith, Mrs. Sandra Sanchez, Ms. Kristen Mosbrucker, and Andrew Fish.

Board Chair Roy de León opened the meeting and announced that this was the first of two scheduled Public Hearings on the proposed 2014 tax rate. The second was scheduled for Thursday, September 18, 2014.

Mr. de León also announced that the South Texas College Board of Trustees was scheduled to take action on the proposed 2014 tax rate at a Regular Board Meeting on Tuesday, September 23, 2014 at 5:30 p.m.

Determination of a Quorum

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

The Public Hearing on FY 2014 - 2015 Budget

Presentation on South Texas College Proposed 2014 Tax Rate

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, provided a presentation on the proposed 2014 tax rate for South Texas College to the public and Board of Trustees.

Chapter 26 of the Property Tax Code requires taxing units to comply with truth-in-taxation laws in adopting the tax rate. The laws have two purposes: to make taxpayers aware of tax rate proposals and to allow taxpayers, in certain cases, to rollback or limit a tax increase. The truth-in-taxation requires a taxing unit to calculate two (2) tax rates after receiving the certified appraisal roll from the chief appraiser the effective tax rate and the rollback tax rate.

Comparing a proposed rate to these two (2) rates determines which truth-in-taxation steps apply. A taxing unit must publish special notices and hold two public hearings before adopting a tax rate that exceeds the lower of the effective tax rate or the rollback tax rate.

The notices concerning the 2014 Property Tax Rate and the Notice of Public Hearing on Tax Increase were published in accordance with the Truth-In-Taxation requirements in the Monitor and the Starr County and Mid Valley Town Crier. Copies of the Proposed 2014 Tax Presentation, 2014 Property Tax Rates, the Notice of Public Hearing on Tax Increase, and the Notice of Tax Revenue Increase were included in a packet for the Board's information and review, and provided on the College's website for public review.

The tax rate for 2013 Tax Year was as follows:

2013 Tax Rate			
	M & O Rate	Debt Rate	Rate
2013 Tax Rate	\$0.1100	\$0.0400	\$0.1500

The voters of Hidalgo County and Starr County, as the result of the November 2013 Bond and Maintenance Tax election, approved increasing the maximum M & O tax rate from \$0.1100 to \$0.1400 and the issuance of \$159M in construction bonds which would require an approximate increase in the debt service tax rate of \$0.005 for a total debt service tax rate of \$0.0450, as presented below:

2013 and 2014 Tax Rates			
	M&O Rate	Debt Rate	Rate
2013 Maximum Tax Rate	\$0.1100	\$0.0400	\$0.1500
Bond and Maintenance Tax Election – Voter Approved	\$0.0300	\$0.0050	\$0.0350
Proposed 2014 Maximum Tax Rate	\$0.1400	\$0.0450	\$0.1850

The Tax Assessors for Hidalgo County and Starr County determined South Texas College's tax rates to be the following:

2014 Tax Rates				
	M&O Rate	Debt Rate	Rate	Revenue
Effective Tax Rate	-0-	-0-	\$0.1472	\$44,722,572
Rollback Tax Rate	\$0.1166	\$0.0450	\$0.1616	\$48,716,502
<i>Proposed Tax Rate</i>	<i>\$0.1400</i>	<i>\$0.0450</i>	<i>\$0.1850</i>	<i>\$55,206,638</i>

STC was required to hold two public hearings and publish special notices before adopting the proposed tax rate of \$0.1850 since this rate exceeded the lower of the effective tax rate or the rollback tax rate. At the August 26, 2014 Board of Trustees meeting, the Board of Trustees took a record vote and scheduled the two public hearings for the proposed tax rate of \$0.1850. The Board of Trustees of South Texas College was scheduled to hold a second Public Hearing on Thursday, September 18, 2014 at 5:30 p.m., and to vote on the proposed tax rate at a public meeting to be held on September 23, 2014 at South Texas College, Board Room, Annex Bldg., 2nd Floor, 3201 W. Pecan, McAllen, Texas at 5:30 PM.

Public Comments

Ms. Fern McClaugherty Ms. Maria Champion, Mr. Marvin Netz, and Mr. Nicholas Novak signed up to make public comments to the Board. Each speaker was given up to five minutes, and addressed the Board to voice opposition to the Proposed 2014 Tax Rate.

Mr. Dave Asher and Mr. Agustin Perez also made public comments to the Board. Both speakers were given up to five minutes, and addressed the Board to voice opposition to the Proposed 2014 Tax Rate.

No additional speakers signed up or made public comments to the Board.

Close of the September 11, 2014 Public Hearing on the Proposed 2014 Tax Rate

At 6:03 p.m. there were no additional speakers, and Board Chair Roy de León closed the September 11, 2014 Public Hearing on the Proposed 2014 Tax Rate.

Adjournment:

There being no further business to discuss, the Public Hearing and Special Board Meeting of the South Texas College Board of Trustees adjourned at 6:05 p.m.

I certify the foregoing are the true and correct minutes of the Thursday, September 11, 2014 Public Hearing and Special Board Meeting of the South Texas College Board of Trustees.

Mr. Paul R. Rodriguez
Secretary

South Texas College
Board of Trustees
Special Board Meeting
Thursday, September 11, 2014 @ 6:00 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Special Meeting of the South Texas College Board of Trustees was held on Thursday, September 11, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 6:08 p.m. with Mr. Roy de León, Chair, presiding.

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

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mr. Paul Varville, Mr. Gerry Rodriguez, Mr. George McCaleb, Mrs. Becky Cavazos, Mr. Eddie Garza, Mr. Tom Byrne, Mr. Gilbert Gallegos, Mr. Rolando Garcia, Ms. Diana Bravos, Mr. Randy Jarvis, and Andrew Fish.

Determination of a Quorum

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

Executive Session:

The South Texas College Board of Trustees convened into Executive Session at 6:08 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

➤ Section 551.071, Consultations with Attorney

1. **Discussion Regarding Cause No. 13-70370; Mike Givilancz, III vs. South Texas College**
2. **Discussion Regarding Cause No. CL-12-3347-G; Anna Chance vs. South Texas College**

Open Session:

The South Texas College Board of Trustees returned to Open Session at 6:30 p.m. No action was taken in 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 Mr. Eduardo Garza from Esparza & Garza, L.L.P. to handle the case.

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Board of Trustees for South Texas College approved the settlement of Cause No. 13-70370; Mike Givilancz, III vs. South Texas College as presented by legal counsel. The motion carried.

Discussion and Action as Necessary Regarding Cause No. CL-12-3347-G; Anna Chance vs. South Texas College

Legal action has been taken against the College by Anna Chance, a former faculty member. The lawsuit was submitted to the College's insurance carrier, Texas Association of School Boards (TASB). TASB assigned Mr. Eduardo Garza from Esparza & Garza, L.L.P. to handle the case.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Board of Trustees for South Texas College approved the settlement of Cause No. CL-12-3347-G; Anna Chance vs. South Texas College as presented by legal counsel. The motion carried.

Announcements

Mr. Roy de León announced that the following items were included within the Board Packet:

A. Next Meetings:

- Finance and Human Resources Committee Meeting, Thursday, September 11th, 2014 at 6:00 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- 2nd Public Hearing to Review Proposed 2014 Tax Rate Which Exceeds the Lower of the Rollback Tax Rate and the Effective Tax Rate, Thursday, September 18th, 2014 at 5: 30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas

- Regular Meeting of the Board of Trustees, Tuesday, September 23rd, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas

B. Other Announcements:

- The College will also be closed Friday, September 19, 2014 to allow faculty and staff to attend College Wide Professional Development Day.

Adjournment:

There being no further business to discuss, the Special Board Meeting of the South Texas College Board of Trustees adjourned at 6:31 p.m.

I certify the foregoing are the true and correct minutes of the Thursday, September 11, 2014 Special Board Meeting of the South Texas College Board of Trustees.

Mr. Paul R. Rodriguez
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 “STC In FOCUS - *Focus On Creating Ultimate Student Success*” Grant from the U.S. Department of Education in the amount of \$2,568,075

This Hispanic Serving Institution (HSI) grant from the U.S. Department of Education will begin October 1, 2014 and will continue through September 30, 2019. The Department of Education has made grant funds available for research and development of STC in FOCUS:

- Faculty will receive professional development in Active Learning pedagogy to heighten student learning, and Active Learning Classrooms (ALC) will be added to facilitate student engagement in learning through collaborative group work;
- The Active Learning Classrooms/FOCUS Academy component will provide the resources to train STC faculty in the best practices in active learning and to implement those techniques in classrooms specifically designed to support active learning, engagement, and collaboration;
- The Faculty Advising component will significantly strengthen South Texas College’s faculty advising program to help connect students with their faculty members, academic and career opportunities as well as all of the resources available to assist them at South Texas College; and
- The infrastructure support component with Blackboard Collaborate Software will be instrumental in increasing access to nursing program courses for Starr County students by making it possible for courses at the NAH Campus to be broadcast online in real-time to the Starr County Campus.

As part of these efforts, STC will implement STC in FOCUS grant funds to increase the higher education success of Hispanic and low-income populations.

The various components of this grant meet South Texas College’s Strategic Directions: (1) Clear Pathways, (2) Access and Success, (3) High Success Rate, (4) Collective Responsibility, (5) Collaboration, and (6) Cost Efficiency.

2. The City of McAllen Phase 18 Grant Award from the City of McAllen in the amount of \$500,000

This award is for the period of October 1, 2014 through September 30, 2015.

This award will provide customized training for 650 new and incumbent workers and will support job creation and retention activities under this initiative. Authorization is also requested to expend funds as required by the grant.

3. The Wagner-Peyser 7(B) Governor's STC Advanced Manufacturing Partnership Initiative and the Texas Workforce Commission funding in the amount of \$750,000

This award is for the period of October 1, 2014 through September 30, 2015.

This grant will help continue STC's efforts to provide quality services and training for its service area of Hidalgo and Starr Counties to 1,200 anticipated new participants and provide an opportunity to develop new skills and obtain FESTO Certification. This training center will serve as a model that could be replicated throughout the state.

4. Alternative Teacher Certification in the amount of \$24,000

The "Alternative Teacher Certification" grant from the Intercultural Development Research Association was awarded from August 1, 2014 through July 31, 2015 and will fund STC's Continuing Education to provide internship training and field supervision to eight (8) teacher interns participating in the Alternative Teacher Certification Program.

5. Additional funds for VIDA College Prep Academy in the amount of \$26,600

These additional funds of \$26,600 for the "VIDA College Prep Academy" grant from Valley Initiative for Development and Advancement will support continuation of the program from June 27, 2014 through December 19, 2014. The total award amount is now \$98,600.

With this additional funding, STC's Continuing Professional and Workforce Education will provide 480 hours of College Prep Academy training to address the needs of VIDA's clients in the Rio Grande Valley. The targeted number of participants to be served is 26.

6. Career Pathways to High-Wage High-Demand Welding Jobs in the amount of \$5,000

The "Career Pathways to High-Wage High-Demand Welding Jobs" grant from The Rotary Club of McAllen is awarded October 1, 2014 through September 30, 2015. Under this grant, STC's Continuing Education department will provide 256 hours of Welding Certification training to 12 students while The Rotary Club of McAllen will pay for welding materials and supplies required for the certification training.

The "Child and Adult Care Food Program" grant from Texas Department of Agriculture in the amount of \$65,639.49

This grant from Texas Department of Agriculture begins October 1, 2014 and will continue through September 30, 2015.

The Texas Department of Agriculture has made grant funds available to support the Mid Valley Child Care Center's child nutrition program October 1, 2014 through September

30, 2015. These funds support the provision of nutritious meals to the children enrolled at Mid Valley Child Care Center, preparation of reports, and other activities.

This grant meets South Texas College's Strategic Direction Five with beneficial community and education partnerships that create a collective impact on student success.

7. Additional Grants Received/Pending Official Award

The approved grants will provide up to \$3,939,314.49 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 "STC In FOCUS - *Focus On Creating Ultimate Student Success*" Grant from the U.S. Department of Education in the amount of \$2,568,075
2. The City of McAllen Phase 18 Grant Award from the City of McAllen in the amount of \$500,000
3. The Wagner-Peyser 7(B) Governor's STC Advanced Manufacturing Partnership Initiative and the Texas Workforce Commission funding in the amount of \$750,000
4. Alternative Teacher Certification in the amount of \$24,000
5. Additional funds for VIDA College Prep Academy in the amount of \$26,600
6. Career Pathways to High-Wage High-Demand Welding Jobs in the amount of \$5,000
7. The "Child and Adult Care Food Program" grant from Texas Department of Agriculture in the amount of \$65,639.49
8. 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 “STC In FOCUS - *Focus On Creating Ultimate Student Success*” Grant from the U.S. Department of Education in the amount of \$2,568,075
2. The City of McAllen Phase 18 Grant Award from the City of McAllen in the amount of \$500,000
3. The Wagner-Peyser 7(B) Governor’s STC Advanced Manufacturing Partnership Initiative and the Texas Workforce Commission funding in the amount of \$750,000
4. Alternative Teacher Certification in the amount of \$24,000
5. Additional funds for VIDA College Prep Academy in the amount of \$26,600
6. Career Pathways to High-Wage High-Demand Welding Jobs in the amount of \$5,000
7. The “Child and Adult Care Food Program” grant from Texas Department of Agriculture in the amount of \$65,639.49
8. Additional Grants Received/Pending Official Award

Approval Recommended:

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

Approval and Adoption of the Board of Trustees and Board Committee Meeting Schedule for FY2014-2015

The Board of Trustees for South Texas College is asked to approve and adopt the following schedule of Board and Board Committee meetings for the period from September 2014 through September 2015.

The proposed meeting schedule for the Board of Trustees is as follows:

<u>Weekday</u>	<u>Date</u>	<u>Meeting Time</u>
Tuesday	September 23, 2014	5:30 p.m.
Tuesday	October 28, 2014	5:30 p.m.
Thursday	November 20, 2014	5:30 p.m.
Tuesday	December 16, 2014	5:30 p.m.
Tuesday	January 27, 2015	5:30 p.m.
Tuesday	February 24, 2015	5:30 p.m.
Tuesday	March 31, 2015	5:30 p.m.
Tuesday	April 28, 2015	5:30 p.m.
Tuesday	May 26, 2015	5:30 p.m.
Tuesday	June 23, 2015	5:30 p.m.
Tuesday	July 28, 2015	5:30 p.m.
Tuesday	August 25, 2015	5:30 p.m.
Tuesday	September 22, 2015	5:30 p.m.

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

This schedule was reviewed by each Committee during their September 11, 2014 meetings, and each recommended Board approval.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and adopt the Board and Board Committee meeting schedule for FY 2014-2015 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 Board and Board Committee meeting schedule for FY 2014-2015 as presented.

Approval Recommended:

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



Board Meeting Committee Meeting Calendar FY 2014-2015

September 2014						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2014						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2014						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2014						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2015						
S	M	T	W	TH	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2015						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2015						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2015						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2015						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2015						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2015						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2015						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2015						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2015						
S	M	T	W	TH	F	S

November 2015						
S	M	T	W	TH	F	S

December 2015						
S	M	T	W	TH	F	S

- Committee Meetings -
 - Education & Workforce Development
 - Facilities
 - Finance & Human Resources
- Regular Board Meeting
- Graduation Ceremonies
- Holiday/Professional Dev. Day, College Closed
- * Education & Workforce Development Committee: 2nd Thursday of the month, 3:30 p.m.
- * Facilities Committee: 2nd Thursday of the month, 4:30 p.m.
- * Finance & Human Resources Committee: 2nd Thursday of the month, 5:30 p.m.
- * Board Meetings: 4th Tuesday of the month, 5:30 p.m.

Scheduled for
Board Approval: 9/23/2014

Revised: 9/4/2014

Review of Education and Workforce Development Committee Items

The following items were presented to and discussed with the Education and Workforce Development Committee. No action was requested of the Committee or the Board:

1) Presentation on Professional and Organizational Development Opportunities at South Texas College

Dr. Anahid Petrosian, Vice President for Academic Affairs, introduced Ms. Lee Grimes, Associate Dean of Professional and Organizational Development. Ms. Grimes presented on the many programs developed and maintained by the Office of Professional and Organizational Development.

The Office of Professional and Organizational Development provides a variety of academies and programs for faculty and staff in alignment with institutional initiatives and priorities, including:

- College-wide Events
- Faculty Development
- Staff Development
- Organizational Development

These programs provide many opportunities for faculty and staff to engage in professional, organizational and personal development. This focus on continual development contributes to the culture of highly-motivated and highly-skilled faculty and staff that makes South Texas College a world class institution.

In addition to the established programs, the Office of Professional and Organizational Development coordinates with college administration and staff to seek out opportunities to develop and offer customized workshops to provide focused training on an as-needed basis. This allows the College to meet its commitment to being dynamically responsive to the growing needs of its students, faculty, and staff.

The Committee expressed an interest in ideas on how the Board may be able to help incentivize participation in these professional and organizational development programs hosted by Ms. Grimes' department. Ms. Grimes thanked them for the support, and asked for time to consider how further incentives might be developed and integrated.

2) Presentation on "T-STEM Challenge Scholarships" Funded by a Grant from the Texas Higher Education Coordinating Board

The Texas Higher Education Coordinating Board (THECB) awarded South Texas College a grant in the amount of \$263,160 to be used to provide 100 scholarships in the amount of \$2,500 to students with a Science, Technology, Engineering, or Math (STEM) major. This award was approved and accepted by the Board on August 26, 2014, and was the third and final award year under the current THECB T-STEM Challenge Scholarships program.

In 2011, the 82nd Legislature passed a bill to address the state's need to increase student interest in and completion of STEM programs. The THECB set up a grant to provide qualifying Texas public community and technical colleges with scholarship funding to incentivize students to enter and succeed in these programs.

These funds were provided to South Texas College with no requirement of cost sharing or fund matching. \$250,000 was awarded to students over FY 2014-2015, with a focus on underserved and low income students. In addition to the direct scholarship award, these students were required to participate in career readiness workshops that will help them develop their resume and interview skills and will teach them to use the STC Job board. The remaining \$13,160 helped defray program administration costs and services for scholarship recipients.

Mr. Miguel Carranza, Associate Dean for Student Financial Services and Veterans' Affairs, provided the Committee with a review of the program, and responded to questions regarding student selection, award, and program success.

3) Presentation on Precision Manufacturing Technology

Dr. Anahid Petrosian, Vice President for Academic Affairs, introduced Mr. Daniel Morales, Chair, Precision Manufacturing Technology program.

The Precision Manufacturing Technology program at South Texas College was the first in the State of Texas to earn the National Institute for Metalworking Skills (NIMS) accreditation. This accreditation establishes the value of a South Texas College Associate Degree or Certificate in Precision Manufacturing Technology to the NIMS stakeholders base of over 6,000 metalworking companies nationwide.

The major trade associations in the industry have invested over \$7.5 million in private funds for the development of the NIMS standards and its credentials, including:

- Association for Manufacturing Technology,
- National Tooling & Machining Association,
- Precision Machine Products Association,
- Precision Metal-forming Association, and
- Tooling and Manufacturing Association.

These associations also contribute annually to sustain NIMS operations and were committed to the upgrading and maintenance of the standards.

In addition to discussing the NIMS credentialing, Mr. Morales provided the Committee with a review of the skills taught to students in the PMT program and reviewed the many efforts made to keep the training given to students immediately relevant to the trade skills needed for employability. Mr. Morales shared the various outreach efforts undertaken by his program that have led to a very successful placement strategy for graduates; the previous year 100% of the graduates found work in their field, and Mr. Morales was confident that future graduates would have just as much success.

These items were for the Committee's review and feedback to staff only, and no action was requested.

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

Approval of the following proposal awards, purchases, and renewals is requested.

Items #1 – 21 were reviewed by the Finance and Human Resources Committee, which recommended approval.

Item #22 was an emergency purchase to replace worn components of the College's UPS (Uninterruptible Power Supply) system. The UPS system provides power to critical computer and network equipment during power outages. During recent, brief power outages, the UPS system was not adequate to meet the network requirements. Testing has revealed that components of the UPS system needed to be replaced, and the system would not be adequate until such replacement took place.

1) Beverage Products (Award)

Award the proposal for beverage products to PepsiCo (Hidalgo, TX), for the period beginning October 13, 2014 through October 12, 2015 with two one-year options to renew, at an estimated cost of \$50,000.00 based on prior year expenditures. PepsiCo has also included a \$15,000.00 annual discretionary payment to the College.

The beverage products will be purchased for the STC Cafeterias at the Pecan, Technology, Starr County and Mid Valley campuses to provide fountain drinks for students, faculty and staff. This will also include the selling of 20 oz. carbonated drinks, 20 oz. water, 20 oz. Gatorade, 20 oz. tea, 16 oz. energy drinks and 15.2 oz. juices.

Proposal documents were advertised and issued to two (2) vendors. Two (2) responses were received and reviewed by the Director for Food Services and Purchasing Department.

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

2) Management and Leadership Training Services (Award)

Award the proposal for management and leadership training services to PD Partners (East Lansing, MI) for the period beginning October 1, 2014 through September 30, 2015 with two one-year options to renew, at an estimated cost of \$20,000.00.

The management and leadership training services will include general management and leadership training to the College staff. They are necessary to cultivate and develop high-level leadership skills among the faculty, staff and administrators of South Texas College. These services will assist with succession planning and capacity-building for our dynamic and innovative institution. They will also be available to provide customized coaching and training as needed on a variety of topics including communication, building strong teams, creating a shared vision, conflict resolution, change management and great teaching techniques.

Proposal documents were advertised and issued to twelve (12) vendors. Two (2) responses were received and reviewed by Professional and Organizational Development and Purchasing Department.

Funds for this expenditure are budgeted in the Office of Professional and Organizational Development budget for FY 2014-2015.

3) On-Line Auction Services (Award)

Award the proposal for on-line auction services to The Public Group (Provo, UT) for the period beginning October 1, 2014 through September 30, 2015 with two one-year options to renew, at no charge to the College.

The on-line auction services will be used for the disposal of Board approved surplus property. This option will provide a larger audience, a longer auction period, and higher percentage of sales. No commission is paid by the College and the buyer pays the premium. The property will include all items not regulated by the EPA (ex. electronics/technology equipment).

Proposal documents were advertised and issued to three (3) vendors. One (1) response was received and reviewed by the Distributional Services Supervisor and Purchasing Department.

4) Projector Lamps III (Award)

Award the proposal for projector lamps III to Howard Technology Solutions (Ellisville, MS) for the period beginning September 24, 2014 through September 23, 2015 with two one-year options to renew, at an estimated cost of \$12,021.00.

The projector lamps will be used by the Instructional Technologies Department to replace spent projector lamps as needed throughout the district.

Proposal documents were advertised and issued to three (3) vendors. Two (2) responses were received and reviewed by Instructional Technologies and the Purchasing Department.

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

5) Advertisement – Classified Ads (Purchase)

Purchase advertisement – classified ads from AIM Media Texas/The Monitor (McAllen, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$80,000.00.

The advertisement will be used by the Purchasing Department for classified ads, soliciting request for proposals, Business Office for budget and tax legal ads, and Human Resources for advertising of vacant positions.

Funds for this expenditure are budgeted in the Purchasing Department, Business Office, Human Resources and Construction budgets for FY 2014-2015.

6) Crime Records Services (Purchase)

Purchase crime record services from the Texas Department of Public Safety (DPS) (Austin, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$12,000.00 which is based on prior year expenditures.

The crime records services provide a Texas background check, FBI background check and motor vehicle record for all new STC employees and current employees in sensitive positions.

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

7) Electrical Parts and Supplies (Purchase)

Purchase electrical parts and supplies from Dealers Electric Supply, Co. (McAllen, TX), a Texas Cooperative Purchasing Network (TCPN) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$25,000.00 based on prior year expenditures.

The electrical parts and supplies will be purchases by the Maintenance Department for day to day operations of the College. These items will be used throughout the district for electrical repairs.

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

8) Professional Market Research Services (Purchase)

Purchase additional professional market research services from Richards Carlberg, Inc./dba Richards/Carlberg, a sole source vendor, for the period beginning October 1, 2014 through August 31, 2015, at an estimated cost of \$261,000.00.

The Board awarded a contract for the Professional Market Research Services which included the rebranding of South Texas College at the March 26, 2013 Board of Trustees meeting to Richards/Carlberg.

The contract included three (3) Phases. Phase I and II were completed in FY 2013-2014 and Phase III is proposed to be completed in FY 2014-2015.

The specific tasks include: creative development, design and production of marketing materials to be used in the College's upcoming branding and enrollment campaigns. These materials include, but are not limited to, campaign theme, digital illustrations, online ads, radio and television scripts, print ads, and billboard designs. Richards/Carlberg and the Office of Public Relations and Marketing will enter into a contractual agreement whereas Public Relations and Marketing will be responsible for design and production of certain materials such as television commercials, radio ads, online ads and Richards/Carlberg will be responsible for material such as billboard panels, digital illustrations, photography, and commercial scripts.

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

9) Registration Advertisement Agreement (Purchase)

Purchase a registration advertisement agreement from National CineMedia, LLC. (Centennial, CO), a sole source vendor, for the period beginning October 1, 2014 through July 31, 2015, at an estimated amount of \$44,180.00.

The registration advertisement agreement will provide STC two scheduled flights (commercial campaigns) at movie theaters in Hidalgo and Starr counties. The commercials will play at all showings during the scheduled flights and will also be in continual rotation within the lobby

areas. Each flight will be aligned with enrollment periods for Spring, Summer and Fall. A district cinema commercial will be created specifically for this audience and will focus on college branding. Commercials will be placed in the regional premium section of advertisements. Our commercial will air closer to the start of the movie and allow us to reach roughly 70% of the projected audience.

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

10) Sponsorship Advertisement Agreement (Purchase)

Purchase a sponsorship advertisement agreement from RGV Basketball, LLC. (McAllen, TX), a sole source vendor, for the period beginning September 26, 2014 through April 30, 2015, at a total cost of \$42,000.00.

The sponsorship advertisement agreement includes student of the week promotion to season ticket holders and other community leaders, 0:30 second video board spot during twelve (12) games, banner placement within the arena, sponsorship of the “Slam Dunk for Education” section, STC link and logo on the RGV Vipers website, digital rotation signage during all twenty four (24) Vipers home games, mascot and dancer appearances at College events, Jerry the Jaguar appearances at twelve (12) home games, STEM Viper/STC time-out contest videos, one full-page program ad, and other promotional and marketing opportunities for the Spring, Summer and Fall semesters.

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

11) Web Conferencing Software (Purchase)

Purchase web conferencing software from Blackboard, Inc. (Pittsburgh, PA), a sole source vendor, for the period beginning October 1, 2014 through September 30, 2015, at a total cost of \$63,361.70.

The eSTC Distance Education Virtual Campus wishes to provide a tool that would allow instructors and students to meet, share, and learn in real time. The web conferencing software will allow instructors the ability to engage students through online classrooms in several new ways. A list of capabilities is as follows:

- Live, multi point video feeds of instructors and presenters will create a more personal environment that distance courses may lack.
- Real time chat feature which allows students to collaborate and ask questions without interrupting the lecture.
- Built in polling tools allow instructors to question the class and participate.
- Live desktop sharing that allows participants to follow the presenter’s actions on the computer in everything from common PowerPoint slide shows to custom academic software.
- Other features, including interactive white boards, breakout rooms, and session recording/playback also help to enhance learning in the virtual classroom.

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

12)Computer Based Coursework Agreement (Renewal)

Renew the computer based coursework agreement with Edgenuity, Inc. (Scottsdale, AZ), a sole source vendor, for the period beginning October 1, 2014 through September 30, 2015, at a total cost of \$27,880.00.

The computer based coursework provides the Gateway to College student's core and elective instruction in virtual and blended learning environments for students in grades 6-12. It helps students recover and accrue credits for graduation, participate in Advanced Placement courses and prepare for state, end-of-course and standardized assessments along with tutoring and support for College.

Funds for this expenditure are budgeted in the Gateway to College National Network grant budget for FY 2014-2015.

13)Information and Research Databases (Renewal)

Renew the information and research databases with ProQuest, LLC. (Chicago, IL.), a sole source vendor, for the period beginning November 1, 2014 through October 31, 2015, at a total cost of \$29,040.00.

The information and research database fee will provide access for all faculty, staff and student to the following databases:

- PRISMA Hispanic Studies Journal (PRISMA) supports Humanities and Social Sciences
- Nursing & Allied Health Source (PQNAH) supports the Nursing and Allied Health programs
- eLibrary Curriculum Edition (ELBCURR) supports History, English Literature and Social Sciences

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

14)Library Database Subscription (Renewal)

Renew the library database subscription with EBSCO Publishing/dba EBSCO Information Services Group (Ipswich, MA), a sole source vendor, for the period beginning November 1, 2014 through October 31, 2015, at an estimated cost of \$14,213.00.

The library database subscription fee will provide access to the following collections: Auto Repair Reference Center, Library Information Science & Technology Abstracts with Full Text, Points of View Reference Center, and CINAHL with Full Text for all students, faculty and staff.

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

15)Library Digital Video Subscription (Renewal)

Renew the library digital video subscription with Film Media Group/Infobase Learning (New York, NY), a sole source vendor, for the period beginning July 1, 2014 through November 30, 2015, at a total cost of \$19,948.70.

The library digital video subscription supports the eSTC virtual campus with equal resources on-campus and online. This master academic collection includes the following films on demand: Business & Economics Video Collection, Health Video Collection, Humanities &

Social Sciences Video Collection, Science & Mathematics Video Collection, Career & Technical Education Collection and Nursing Video Collection.

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

16)Lumber and Building Materials (Renewal)

Renew the contracts for lumber and building materials for the period beginning October 1, 2014 through September 30, 2015, at an estimated cost of \$40,000.00 with the following vendors:

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

The lumber and building materials will be used for repairs and replacement parts as needed throughout the district by the Maintenance Department.

The Board awarded the contracts for lumber and building materials at the September 27, 2012 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins on October 1, 2014 through September 30, 2015.

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

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

17)Online Books and Videos Database Subscription (Renewal)

Renew the online books and videos database subscription with ProQuest, LLC. (Chicago, IL), a sole source vendor, for the period beginning November 1, 2014 through October 31, 2015, at a total cost of \$13,925.00.

The online books and videos database subscription will support the Bachelors in Computer Information Technology and the Computer Science discipline. It is a full-text database containing a collection of over 21,000 digital books and videos in information technology including programming, professional certification, IT networking, project management, home computing and more.

Funds for this expenditure are budgeted in the Library Acquisition and BAT Support Materials budgets for FY 2014-2015.

18)TexShare Library Database Program Participation (Renewal)

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

The TexShare library database program participation fee provided access to the information sharing program for all faculty, staff and students from participating Texas colleges and universities. The program provides access to 49 research databases with thousands of full text journal articles that broadly support all the major disciplines taught at STC including literature, nursing and allied health, history, science/technology, business and Spanish. Among the major databases included in the TexShare package are Academic Source Complete, Business

Source Complete, Computer Source, EBSCO eBook collection, (formerly NetLibrary), ERIC (Education Resources Information Center), Health Source Psychology & Behavioral Sciences Collection, Religion & Philosophy, Science & Technology Collection, Texas History Collection, TOPIC Search, Vocational and Career Collection and World History Collection from EBSCO; Health Reference Center Academic, Newstand and Literature Resource Center from Gale; WorldCat from OCLC; and Heritage Quest, 20th Century American Poetry and 20th Century English Poetry from ProQuest.

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

19) Time Clock Maintenance Agreement (Renewal)

Renew the time clock maintenance agreement with Troncoso's Time & Attendance (Pharr, TX), a sole source vendor, for the period beginning December 1, 2014 through November 30, 2015, at a total cost of \$21,738.00.

The maintenance will cover forty one (41) biometric clocks located throughout the district for all STC non-exempt staff.

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

20) Welding Supplies (Renewal)

Renew the contracts for welding supplies for the period beginning October 1, 2014 through September 30, 2015, at an estimated cost of \$100,000.00 with the following vendors:

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

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

The Board awarded the contracts for welding supplies at the September 18, 2013 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins on October 1, 2014 through September 30, 2015.

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

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

21) Facility Usage Interlocal Agreements (Lease/Rental)

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

The facility usage interlocal agreements are for STC’s Professional Development events held throughout the year for faculty and staff and Fall 2014 Graduation. The events are as follows:

College Wide Professional Development for Faculty and Staff	September 18, 2014	\$5,670.00
Fall 2014 Graduation	December 14, 2014	\$9,989.00
South Texas Leadership Academy for Staff	June 19, 2015	\$4,783.00
Adjunct/Dual Enrollment Professional Development Day	August 15, 2015	\$1,800.00
Academic Affairs Professional Development Day	August 17, 2015	\$5,670.00

Funds for this expenditure are budgeted in the Professional Development and Graduation budgets for FY 2014-2015.

22) Uninterruptable Power Supplies (UPS) (Emergency Purchase)

Purchase uninterruptable power supplies from SHI Government Solutions, Inc. (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$22,560.60.

During recent weather-related power outages, the uninterruptible power supplies failed to provide adequate backup to keep critical systems running. The thirty six (36) UPS units are needed to replace old and worn units that are not maintaining an adequate computer system backup run time during electrical power failures. The units will be installed at the Pecan Campus Building M to support and back up the data center during power outages.

These items were purchased with the College President’s approval on September 16, 2014. Board Policy 5210: Purchasing allows the College President to authorize emergency purchases, with a follow up report to the Board of Trustees.

The total includes \$20,060.60 for units and \$2,500.00 for expedited shipping.

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

Recommendation:

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

- 1) **Beverage Products (Award):** award the proposal for beverage products to PepsiCo (Hidalgo, TX), for the period beginning October 13, 2014 through October 12, 2015 with two one-year options to renew, at an estimated cost of \$50,000.00 based on prior year expenditures. PepsiCo has also included \$15,000.00 annual discretionary payment to the College;
- 2) **Management and Leadership Training Services (Award):** award the proposal for management and leadership training services to PD Partners (East Lansing, MI) for the period beginning October 1, 2014 through September 30, 2015 with two one-year options to renew, at an estimated cost of \$20,000.00;

- 3) On-Line Auction Services (Award):** award the proposal for on-line auction services to The Public Group (Provo, UT) for the period beginning October 1, 2014 through September 30, 2015 with two one-year options to renew, at no charge to the College;
- 4) Projector Lamps III (Award):** award the proposal for projector lamps III to Howard Technology Solutions (Ellisville, MS) for the period beginning September 24, 2014 through September 23, 2015 with two one-year options to renew, at an estimated cost of \$12,021.00;
- 5) Advertisement – Classified Ads (Purchase):** purchase advertisement – classified ads from AIM Media Texas/The Monitor (McAllen, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$80,000.00;
- 6) Crime Records Services (Purchase):** purchase crime records services from the Texas Department of Public Safety (DPS) (Austin, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$12,000.00 which is based on prior year expenditures;
- 7) Electrical Parts and Supplies (Purchase):** purchase electrical parts and supplies from Dealers Electric Supply, Co. (McAllen, TX), a Texas Cooperative Purchasing Network (TCPN) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$25,000.00 based on prior year expenditures;
- 8) Professional Market Research Services (Purchase):** purchase professional market research services from Richards Carlberg, Inc./dba Richards/Carlberg, a sole source vendor, for the period beginning October 1, 2014 through August 31, 2015, at an estimated cost of \$261,000.00;
- 9) Registration Advertisement Agreement (Purchase):** purchase a registration advertisement agreement from National CineMedia, LLC. (Centennial, CO), a sole source vendor, for the period beginning October 1, 2014 through July 31, 2015, at an estimated amount of \$44,180.00
- 10) Sponsorship Advertisement Agreement (Purchase):** purchase a sponsorship advertisement agreement from RGV Basketball, LLC. (McAllen, TX), a sole source vendor, for the period beginning September 26, 2014 through April 30, 2015, at a total cost of \$42,000.00;
- 11) Web Conferencing Software (Purchase):** purchase web conferencing software from Blackboard, Inc. (Pittsburgh, PA), a sole source vendor, for the period beginning October 1, 2014 through September 30, 2015, at a total cost of \$63,361.70;
- 12) Computer Based Coursework Agreement (Renewal):** renew the computer based coursework agreement with Edgenuity, Inc. (Scottsdale, AZ), a sole source vendor, for the period beginning October 1, 2014 through September 30, 2015, at a total cost of \$27,880.00;
- 13) Information and Research Databases (Renewal):** renew the information and research databases with ProQuest, LLC. (Chicago, IL), a sole source vendor, for the period beginning November 1, 2014 through October 31, 2015, at a total cost of \$29,040.00;
- 14) Library Database Subscription (Renewal):** renew the library database subscription with EBSCO Publishing/dba EBSCO Information Services Group (Ipswich, MA), a sole source vendor, for the period beginning November 1, 2014 through October 31, 2015, at an estimated cost of \$14,213.00;
- 15) Library Digital Video Subscription (Renewal):** renew the library digital video subscription with Film Media Group/Infobase Learning (New York, NY), a sole source vendor, for the period beginning July 1, 2014 through November 30, 2015, at a total cost of \$19,948.70;

- 16) Lumber and Building Materials (Renewal):** renew the contracts for lumber and building materials for the period beginning October 1, 2014 through September 30, 2015, at an estimated cost of \$40,000.00 with the following vendors:
- Diaz Floors & Interiors (Pharr, TX)
 - Lowe's #1702 (Pharr, TX)
 - McCoys Building Supply (Pharr, TX)
 - Pro Build (McAllen, TX)
- 17) Online Books and Videos Database Subscription (Renewal):** renew the online books and videos database subscription with ProQuest, LLC. (Chicago, IL), a sole source vendor, for the period beginning November 1, 2014 through October 31, 2015, at a total cost of \$13,925.00;
- 18) TexShare Library Database Program Participation (Renewal):** renew the TexShare library database program participation with Texas State Library and Achieves Commission (Austin, TX), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of \$17,051.00. This fee is paid in advance and the vendor requires payment by October 31, 2014;
- 19) Time Clock Maintenance Agreement (Renewal):** renew the time clock maintenance agreement with Troncoso's Time & Attendance (Pharr, TX), a sole source vendor, for the period beginning December 1, 2014 through November 30, 2015, at a total cost of \$21,738.00;
- 20) Welding Supplies (Renewal):** renew the contracts for welding supplies for the period beginning October 1, 2014 through September 30, 2015, at an estimated cost of \$100,000.00 with the following vendors:
- Airgas USA, LLC. (McAllen, TX)
 - Alamo Iron Works (Brownsville, TX)
 - Matheson Gas Products (San Benito, TX)
 - Weldinghouse, Inc. (Pharr, TX)
- 21) Facility Usage Interlocal Agreements (Lease/Rental):** lease/rental facility usage interlocal agreements with the City of McAllen – McAllen Convention Center (McAllen, TX) for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$27,912.00.
- 22) Uninterruptable Power Supplies (UPS) (Emergency Purchase)**
Purchase uninterruptable power supplies from SHI Government Solutions, Inc. (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$22,560.60.

SUMMARY TOTAL:

The total for all proposal awards, purchases, and renewals is \$943,831.00

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 Disposal of Surplus Property

Approval to dispose of surplus property valued at \$1,000 and over through The Public Group, a board approved vendor, is requested.

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

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

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

A listing of the items to be auctioned follows in the packet for the Board's information.

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

The Finance and Human Resources Committee recommended Board approval to dispose of surplus property valued at \$1,000 and over through The Public Group, a board approved vendor as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the disposal of surplus property valued at \$1,000 and over through The Public Group, a board approved vendor 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 disposal of surplus property valued at \$1,000 and over through The Public Group, a board approved vendor as presented.

Approval Recommended:

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

**SOUTH TEXAS COLLEGE
SURPLUS PROPERTY OVER \$1,000
SEPTEMBER 23, 2014**

Pallet	Qty	Description	Silver Tag	Ptag	Serial Number	Green Tag	Purchase Amount	Net Value	Condition
1	1 ea	Precor Treadmill	8344	000009060	GRC30P0005		\$3,895.00		Damage
2	1 ea	Precor Treadmill	8342	000009062	GRF25P0010		\$3,895.00		Damage
3	1 ea	75 Gallon Hydrotherapy Equipment	1909	000002445	12627		\$1,500.00		Damage
4	1 ea	Presidio Bench	23814	000006124			\$1,500.00		Damage
5	1 ea	Presidio Bench	23815	000006125			\$2,000.00		Damage
5	1 ea	Presidio Bench	23816	000006126			\$2,000.00		Damage
8	1 ea	Presidio Bench	23817	000006127			\$2,000.00		Damage
8	1 ea	Presidio Bench	23818	000006128			\$2,000.00		Damage
9	1 ea	Snap On Valve Grinder	0052	000001041			\$2,445.38		Damage
10	1 ea	Squaring Sheer Machines	2634	000003506	106199		\$2,686.12		Damage
11	1 ea	Hampden Industrial Cabinet w/Casters	818	000000818	67411		\$8,805.00	\$0.00	Damage
12	1 ea	Booth Seat Falcon	1359	000001205			\$2,403.84		Damage
13	1 ea	The Cink Filtration SY	13457	N00015749	CINK-2115		\$1,618.00		Damage
14	1 ea	Diagonal Whiteboard 72" Interact SB580	6088	000007403			\$1,843.32		Obsolete
15	1 ea	Diagonal Whiteboard 72" Interact SB580	6089	000007404			\$1,494.36		Obsolete
16	1 ea	Expression Cabinet Multimedia SE1-503	6720	000007398	SE11877		\$3,644.56		Obsolete
17	1 ea	Expression Cabinet Multimedia SE1-503	5102	000006367	SE11537R		\$6,247.00	\$0.00	Obsolete
18	1 ea	Expression Cabinet Multimedia SE1-503	6718	000007396	SE11874		\$3,644.56		Obsolete
19	1 ea	Expression Cabinet Multimedia SE1-503	6722	000007400	SE11882		\$3,644.56		Obsolete
21	1 ea	Expression Cabinet Multimedia SE1-503	6723	000007401	SE11875		\$3,644.56		Obsolete
22	1 ea	Expression Cabinet Multimedia SE1-503	6724	000007402	SE11873		\$3,644.56		Obsolete
23	1 ea	Expression Cabinet Multimedia SE1-503	6719	000007397	SE11872		\$3,644.56		Obsolete
24	1 ea	Expression Cabinet Multimedia SE1-503	6721	000007399	SE11876		\$3,644.56		Obsolete
25	1 ea	Diagonal Whiteboard 72" Interact SB580	4572	000006669			\$1,989.00		Obsolete
26	1 ea	Expression Multimedia Cabinet SE1-503	6916	000007535			\$7,441.32	\$0.00	Obsolete
27	1 ea	Wood Library Shelf	1356	000001198			\$1,219.18		Damage
27	1 ea	Diagonal Whiteboard 72" Interact	10958	000012726	139117		\$5,207.14	\$1,010.30	Obsolete
27	1 ea	Diagonal Whiteboard 72" Interact	4571	000006668			\$1,989.00		Obsolete
27	1 ea	Diagonal Whiteboard 72" Interact	11070	000012047	200408		\$3,775.66		Obsolete
27	1 ea	Diagonal Whiteboard 72" Interact	6267	000012648	44580		\$2,742.32		Obsolete
27	1 ea	Diagonal Whiteboard 72" Interact	11046	000012045	200930		\$3,775.66		Obsolete
27	1 ea	Diagonal Whiteboard 72" Interact	11084	000012048	200410		\$3,775.66		Obsolete
27	1 ea	Student Spectrometer Case Kit	2629	000003268			\$1,776.00		Obsolete
27	1 ea	Pasco H/E Apparatus Testing Batteries	2617	000003256			\$1,310.40		Obsolete
27	1 ea	Pharmaceutical Pill Packaging Machine	10708	000011227			\$15,449.00	\$643.84	Obsolete
38	1 ea	Hampden BPS-103A AC-DC Power Supply	4265	4604	76820		\$2,594.00		Obsolete
38	1 ea	Hampden BPS-103A AC-DC Power Supply	826	000000826	67258		\$2,207.00		Obsolete
38	1 ea	Hampden DCC-100 Trainer	4267	000004606	77110		\$4,428.00		Obsolete
38	1 ea	Hampden DCC-100 Trainer	821	000000821			\$3,471.00		Obsolete
38	1 ea	Hampden DCC-100 Trainer	828	000000828			\$1,784.00		Obsolete
38	1 ea	Hampden DYN-100-DM Dynamometer	4279	000004618	76648		\$2,187.33		Obsolete
38	1 ea	Hampden DYN-100-DM Dynamometer	4278	000004617	76165		\$2,187.33		Obsolete
38	1 ea	Hampden DYN-100-DM Dynamometer	4277	000004616	76649		\$2,187.34		Obsolete
50	1 ea	Sony Wireless/Networkable Cabinet	8514	000009334			\$13,564.80	\$0.00	Damage
69	1 ea	Lincoln 250 Welding Machine	13136	N00014192	U1060119050		\$1,246.25		Damage
78	1 ea	Lincoln 250 Welding Machine	18725	N00017917	U1100203923		\$1,652.16		Damage
78	1 ea	Lincoln 250 Welding Machine	18567	N00017919	U1100203957		\$1,652.16		Damage
83	1 pallet	Books							Obsolete
84	1 pallet	Books							Obsolete
85	1 pallet	Books							Obsolete
86	1 pallet	Books							Obsolete
87	1 pallet	Books							Obsolete
88	1 pallet	Books							Obsolete

Capital Asset (\$5,000 and over)
 Grant Asset

**SOUTH TEXAS COLLEGE
SURPLUS PROPERTY OVER \$1,000
SEPTEMBER 23, 2014**

Pallet	Qty	Description	Silver Tag	Ptag	Serial Number	Green Tag	Purchase Amount	Net Value	Condition
89	1 pallet	Books							Obsolete
90	1 pallet	Books							Obsolete
91	1 pallet	Books							Obsolete
92	1 pallet	Books							Obsolete
93	1 pallet	Books							Obsolete
94	1 pallet	Books							Obsolete
95	1 pallet	Books							Obsolete
96	1 pallet	Books							Obsolete
97	1 pallet	Books							Obsolete
98	1 pallet	Books							Obsolete
99	1 pallet	Books							Obsolete
100	1 pallet	Books							Obsolete
101	1 pallet	Books							Obsolete
102	1 pallet	Books							Obsolete
103	1 pallet	Books							Obsolete
104	1 pallet	Books							Obsolete
105	1 pallet	Books							Obsolete
106	1 pallet	Books							Obsolete
107	1 pallet	Books							Obsolete
108	1 pallet	Books							Obsolete
109	1 pallet	Books							Obsolete
110	1 pallet	Books							Obsolete
111	1 pallet	Books							Obsolete
112	1 pallet	Books							Obsolete
113	1 pallet	Books							Obsolete
114	1 pallet	Books							Obsolete
115	1 pallet	Books							Obsolete
116	1 pallet	Books							Obsolete
117	1 pallet	Books							Obsolete
118	1 ea	Floor Drill Press	8405	000009190		500004600	\$1,745.11		Damage
118	1 ea	Floor Drill Press	8406	000009189		500004552	\$1,745.11		Damage
119	1 ea	Snap On Recover Recycle Machine	4754	000006033	0027A0831		\$4,646.25		Damage

Capital Asset (\$5,000 and over)
 Grant Asset

Review and Recommend Action on Vendor for Operation of College Bookstore

Approval of a vendor for the operation of the College Bookstores is requested.

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

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

A bookstore consultant, Tom Byrne from Campus Bookstore Consulting (CBC), was contracted to review and analyze the proposals. The bookstore proposal analysis was provided to the STC staff evaluation committee. The evaluations were completed by the STC's evaluation committee. After review and evaluation of the proposals by the STC evaluation committee, the vendors were ranked as follows:

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

The current contract had the following conditions:

5 Year Term Percentage Rent	12% of all gross sales up to \$5,000,000 13% of all gross sales up to \$5,000,000
Minimum Annual Guarantee	\$450,000
One-Time Unrestricted Donation	\$325,000
Facility Investment	\$30,000-Invested \$380,000 in renovations in 2004
Technology Investment	Already invested in excess of \$50,000
Annual Textbook Scholarship	\$5,000

The vendor must adhere to the following textbook/course material pricing policy as stated in the request for proposal:

- “List-Priced” new textbooks shall be sold at no higher than list price.
- “Pre-Priced new textbooks shall be sold at no higher than the pre-price.

- “Net-Priced” new textbooks shall be sold at no higher than a twenty-five percent (25%) gross profit margin.
- “Net-Priced” bundled packages of course materials (e.g. textbooks, workbook, CD, passcode, etc., bundled together) shall be sold at no higher than a twenty-five percent (25%) gross profit margin.
- Digital course materials sold by publishers to the contractor at net-price shall be sold by the Bookstore at no higher than a twenty-five percent (25%) gross profit margin.
- Digital course materials sold by publishers to the contractor via the agency fee pricing model shall be sold by the Bookstore at no higher than the retail price established by the publisher.
- Used textbooks shall be sold at no higher than seventy-five percent (75%) of the current new textbook retail price.
- Coursepacks and custom published materials (i.e., materials requiring copyright permissions) shall be sold at no higher than a twenty-five percent (25%) gross profit margin.
- New rental textbooks shall be rented at no higher than fifty percent (50%) of the current new textbooks retail price.
- Used rental textbooks shall be rented at no higher than fifty percent (50%) of the current used textbooks retail price.
- There shall be no add-ons or surcharges to cover freight, handling, publisher re-stocking fees, etc.

The Request for Proposals (RFP) includes provisions which allow the College to explore e-Texts and other textbook resources from other entities.

Mr. Byrne attended the Finance and Human Resources Committee meeting on Thursday, September 11, 2014 to discuss the proposals and answer questions. Mr. Byrne and staff advised the Committee that further review of the responses from the top two vendors prompted the college to request further clarification regarding adherence to the pricing and the provisions in the Request for Proposals (RFP).

Mr. Byrne asked the Finance and Human Resources Committee to allow staff to request a “best and final” offer from the two top-ranked respondents, which would give them the opportunity to improve their financial offers and to clarify compliance with pricing and provisions outlined by the College in the RFP.

The two top-ranked vendors were given until noon on Monday, September 15 to submit their “best and final” offers. The offers were reviewed by the faculty and staff evaluation committee and Mr. Byrne. The offers have been ranked and are provided to the Board for consideration and action as necessary to select a vendor for the operation of the College Bookstores.

The following are provided for the Board’s review:

- Summary of “Best and Final” offers of two top-ranked vendors
- Staff Evaluation of “Best and Final” offers of two top-ranked vendors.
- Summary of Initial Financial Proposals and Staff Evaluation (Separate Cover)
- Consultant’s Analysis of Initial Bookstore Proposals (Separate Cover)
- Evaluation Form (Separate Cover)

On September 15, 2014, the College received the best and final offers from Barnes & Noble College Booksellers, LLC. and Nebraska Book Company, Inc./dba Neebo as follows:

Financial Summary of the Original Proposals and the Best and Final Offers of the two top ranked companies are summarized below:

	Barnes & Noble College Booksellers, LLC.	Nebraska Book Company, Inc./dba Neebo
Minimum Annual Guarantee		
Original Proposal	\$550,000	\$550,000
Best and Final Offer	\$550,000	\$550,000
Signing Bonus/ One-Time Payment		
Original Proposal	\$470,000	\$300,000
Best and Final Offer	\$575,000	\$300,000
Scholarships- annually		
Original Proposal	\$5,000	\$25,000
Best and Final Offer	\$15,000	\$25,000
Sub-Total		
Original Proposal	\$1,025,000	\$875,000
Best and Final Offer	\$1,140,000	\$875,000
Facilities Investment		
Original Proposal	\$30,000 *	\$250,000; Pecan - \$200,000, Mid Valley - \$40,000 and Starr - \$10,000
Best and Final Offer	\$30,000 *	\$285,000
Sub-Total		
Original Proposal	\$30,000*	\$250,000
Best and Final Offer	\$30,000*	\$285,000
Grand Total		
Original Proposal	\$1,055,000	\$1,125,000
Best and Final Offer	\$1,170,000	\$1,160,000

* Invested \$380,000 in renovations in 2004

Summary of Original Proposals and the Best and Final Offers of the two top ranked companies are summarized below:

	Barnes & Noble College Booksellers, LLC.	Nebraska Book Company, Inc./dba Neebo
5 Year Term Percentage Rent		
Original Proposal	<p>Option 1 12.5% up to \$2M 13.5% from \$2 to \$3M 15% over \$3M</p> <p>Option 2 13.5% up to \$2M 14.5% from \$2M to \$3M 15.5% over \$3M</p>	<p>15.1% up to \$3.5M 16.1% from \$3.5M to \$4.5M 17.1% over \$4.5M</p>
Best and Final Offer	<p>Years 1-5 Option 1 13.5% to \$2M 14.5% from \$2M to \$3M 16% over \$3M</p> <p>Years 1-5 Option 2 14.5% to \$2M 15.5% from \$2M to \$3M 16.5% over \$3M</p>	<p>Years 1-5 16.1% up to \$3.5M 16.6% between \$3.5M to \$4.5M 17.6% above \$4.5M</p>
Minimum Annual Guarantee (5 Year Agreement)		
Original Proposal	<p>Options 1 and 2 Year 1 - \$550,000 Years 2-5 – 90% of calculated commission on gross sales of the immediately preceding year</p>	<p>Year 1 - \$550,000 Years 2-5 – 90% of calculated commission on gross sales of the immediately preceding year</p>
Best and Final Offer	<p>Option 1 and 2 Year 1 - \$550,000 Years 2-5 – 90% of calculated commission on gross sales of the immediately preceding year</p>	<p>Years 1-5 - \$550,000</p>

Signing Bonus/One-Time Payment (5 Year Agreement)		
Original Proposal	Option 1 - \$470,000 Option 2 - \$270,000	\$300,000
Best and Final Offer	Option 1 - \$575,000 Option 2 - \$375,000	\$300,000
Facility Investment (RFP Requirement 5 Year Depreciation)		
Original Proposal	Options 1 and 2 \$30,000 (Invested \$380,000 in renovations in 2004)	\$250,000; Pecan - \$200,000, Mid Valley - \$40,000 and Starr - \$10,000
Best and Final Offer	\$30,000	\$285,000;
Technology Investment		
Original Proposal	Has already outfitted the STC Bookstores with their state-of-the-art operating systems so no capital investment for technology is needed as part of their financial offer	\$135,000
Best and Final Offer	N/A	\$138,000
Textbook Scholarship/ Textbook Rental Scholarships/ General Merchandise Donations		
Original Proposal	\$5,000 annually for Textbook scholarships	\$25,000 annually for Textbook Rental Scholarships
Best and Final Offer	Option 1 and 2 \$15,000 Annual Scholarship	\$25,000 annually for Textbook Scholarships
Text Book Affordability		
Original Proposal	No	Undetermined
Best and Final Offer	Yes	Yes

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize a vendor for the operation of the College Bookstores 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 a vendor for the operation of the College Bookstores as presented.

Approval Recommended:

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

President

SOUTH TEXAS COLLEGE
OPERATION OF COLLEGE BOOKSTORE -- PROJECT NO. 14-15-1010
BEST AND FINAL

		Best and Final Offer	Best and Final Offer		
NAME	Barnes & Noble College Booksellers, LLC.	Barnes & Noble College Booksellers, LLC.	Nebraska Book Company, Inc./dba Neebo	Nebraska Book Company, Inc./dba Neebo	
ADDRESS	120 Mountain View Blvd	120 Mountain View Blvd	4700 S 19th St	4700 S 19th St	
CITY/STATE/ZIP	Basking Ridge, NJ 07920	Basking Ridge, NJ 07920	Lincoln, NE 68512	Lincoln, NE 68512	
PHONE	972-899-3410	972-899-3410	402-421-7300	402-421-7300	
FAX	972-899-3143	972-899-3143	402-479-8598	402-479-8598	
CONTACT	Kim Otte	Kim Otte	Brian S. Wier	Brian S. Wier	
#	Description	Proposal	Proposal	Proposal	Proposal
1	Percentage Rent				
	Option 1	5 Year Term 12.5% up to \$2M 13.5% from \$2M to \$3M 15% over \$3M	5 Year Term 13.5% to \$2M 14.5% from \$2M to \$3M 16% over \$3M	5 Year Term 16.1% up to \$3.5M 16.6% between \$3.5M to \$4.5M 17.6% above \$4.5M	5 Year Term 15.1% up to \$3.5M 16.1% from \$3.5M to \$4.5M 17.1% over \$4.5M
	Option 2	5 Year Term 13.5% up to \$2M 14.5% from \$2M to \$3M 15.5% over \$3M	5 Year Term 14.5% to \$2M 15.5% from \$2M to \$3M 16.5% over \$3M		
2	Minimum Annual Guarantee				
	Option 1	Year 1 - \$550,000 Years 2-5 - 90% of the calculated commission on gross sales of the immediately preceding year	Year 1 - \$550,000 Years 2-5 - 90% of the calculated commission on gross sales of the immediately preceding year	Years 1-5 \$550,000	Year 1 - \$550,000 Years 2-5 - 90% of the calculated commission on gross revenue of the immediately preceding year
	Option 2	Year 1 - \$550,000 Years 2-5 - 90% of the calculated commission on gross sales of the immediately preceding year	Year 1 - \$550,000 Years 2-5 - 90% of the calculated commission on gross sales of the immediately preceding year		
3	Signing Bonus/One-Time Payment				
	Option 1	5 Year Term \$470,000 Signing Bonus	5 Year Terms \$575,000 Signing Bonus	5 Year Term \$300,000 One-Time Signing Bonus	5 Year Term \$300,000 One-Time Signing Bonus
	Option 2	5 Year Term \$270,000 Signing Bonus	5 Year Terms \$375,000 Signing Bonus		
4	Facility Investment (RFP Requirement: 5-Year Depreciation)				
	Option 1	\$30,000 depreciated over a 5 year period	\$30,000 depreciated over a 5 year period	\$285,000 depreciated over a 5 year period	Option 1 - \$250,000 Depreciated over a 5 year period Pecan Campus Bookstore -\$200,000 depreciated over a 5 year period Mid Valley Campus Bookstore -\$40,000 depreciated over a 5 year period Starr County Campus Bookstore -\$10,000 depreciated over a 5 year period
	Option 2	\$30,000 depreciated over a 5 year period	\$30,000 depreciated over a 5 year period		
5	Technology Investment				
		Has already outfitted the STC Bookstores with their state-of-the-art operating systems so no capital investment for technology is needed as part of their financial offer	N/A	\$138,000	\$135,000
6	Textbook Scholarships/Textbook Rental Scholarships/General Merchandise Donations				
	Option 1	5 Year Term \$5,000 Annually for Textbook Scholarships	5 Year Term \$15,000 Annual Scholarship	5 Year Term \$25,000 Annually for Textbook Scholarships	5 Year Term \$25,000 Annually for Textbook Rental Scholarships
	Option 2	5 Year Term \$5,000 Annually for Textbook Scholarships	5 Year Term \$15,000 Annual Scholarship		
	Text Book Affordability	No	Yes	Yes	Undetermined
Total Evaluation Points		88.65	90.41	82.98	83.75
Ranking			1	2	

**SOUTH TEXAS COLLEGE
OPERATION OF COLLEGE BOOKSTORE
PROJECT NO. 14-15-1010
EVALUATION FORM (FOR BEST AND FINAL)**

VENDOR		Barnes & Noble College Booksellers, LLC.	Nebraska Book Company, Inc./dba Neebo		
ADDRESS		120 Mountain View Blvd	4700 S 19th St		
CITY/STATE		Basking Ridge, NJ 07920	Lincoln, NE 68512		
PHONE/FAX		972-899-3410	402-421-7300		
FAX		972-899-3143	402-479-8598		
CONTACT		Kim Otte	Brian S. Wier		
1	The Respondent's financial proposal. (up to 35 points) -Minimum Annual Financial Guarantee -Percentage Commission on Commissionable sales -Capital Investment Plan for Bookstore Facilities -Additional Financial Incentives	33	33	35	35
		33		35	
		33		35	
		33		35	
		33		35	
		33		35	
		33		35	
2	The Respondent's demonstrated ability and experience in providing the services requested. (up to 25 points) -Experience of Staff -Experience in providing similar services to other institutions of higher education -Financial standing and resources of organization	20	22.42	22	18.28
		20		10	
		23		20	
		25		13	
		23		21	
		23		22	
		23		20	
3	The Respondent's management plan and its responsiveness to the needs of the STC community. (up to 25 points) -Organization of Bookstore; Overall textbook/course materials affordability; Used textbook/textbook rental/buyback program; Textbook/course materials pricing policy; payment methods and refund policy; customer service program; special order policy; textbook/course materials program; technology and accounting systems; acquisition of inventory; general merchandise (clothing, gifts, etc.); emergency contingency plan and other management factors	21	21.71	23	19
		20		15	
		21		20	
		25		15	
		20		22	
		22		21	
		23		17	

SOUTH TEXAS COLLEGE
OPERATION OF COLLEGE BOOKSTORE
PROJECT NO. 14-15-1010
EVALUATION FORM (FOR BEST AND FINAL)

VENDOR		Barnes & Noble College Booksellers, LLC.		Nebraska Book Company, Inc./dba Neebo	
ADDRESS		120 Mountain View Blvd		4700 S 19th St	
CITY/STATE		Basking Ridge, NJ 07920		Lincoln, NE 68512	
PHONE/FAX		972-899-3410		402-421-7300	
FAX		972-899-3143		402-479-8598	
CONTACT		Kim Otte		Brian S. Wier	
4	The quality and reputation of the respondent's goods and services. (up to 10 points) -Quality of references -Quality of proposed services -Conformance to RFP specifications	8	8.57	9	7.28
		8		5	
		9		8	
		9		6	
		9		9	
		9		9	
		8		5	
5	The Respondent's transition plan. (up to 5 points)	5	4.71	4	3.42
		4		2	
		5		4	
		5		3	
		5		4	
		5		4	
		4		3	
TOTAL EVALUATION POINTS		90.41		82.98	
RANKING		1		2	

Update on 2013 Bond Construction Program

Facilities Space Programs (Building Interior Spaces)

- B&A is working with STC to update the facilities space programs for the future libraries
- Current facilities space programs have been forwarded to B&A for their review, recommendations, and use to begin work on Bond Construction Program
- Goal is to have all space programs ready to hand over to architects in September 2014

Construction Program Management Firm

- Broaddus & Associates (B&A) contract has been executed

Facilities Design Standards and Guidelines

- FPC staff is currently working to update building standards and will forward the recommended standards to B&A for review and consideration
- Goal is to have these standards updated by September 2014

Solicitation of Architectural and Engineering Firms

- Seventeen A/E firms submitted statements of qualifications on August 22, 2014
- Evaluation team has completed evaluations of A/E qualification and results will be presented to the Board Facilities Committee on September 11, 2014
- A/E contract draft is currently in review and editing
- Fee Schedule-STC's currently approved A/E fee schedule has been reevaluated by B&A. Fees have been benchmarked against other College systems and a recommendation for any changes will be presented by B&A to the Committee for consideration

Solicitation of Engineering Firms

- RFQ's for Civil Engineering (CE)/Surveying Services and for Mechanical Engineering Plumbing (MEP) Services were Board approved in August; these services will be required for design of Thermal Plants and Parking and Site Improvements
- The proposed schedule for solicitation and evaluation of MEP and CE qualifications is as follows:
 - They have been advertised on September 2, 2014 and September 9, 2014 and a pre qualifications conference will be held at 2:00 PM on September 11, 2014 at the Cooper Center
 - Engineering firms will submit qualifications on Friday, September 19, 2014 and evaluations will begin September 22, 2014
 - Evaluation results will be presented to the Board Facilities Committee in October 2014

Look Ahead

- Program Confirmation in progress
 - Design Standards and Guidelines Review
 - Macro BIM Start-up
- Confirm Project Priorities in progress
- Baseline Master Program Schedule is complete and will be updated as the Architects' contracts are negotiated
- A/E Selection-RFQ Responses have been evaluated and recommendations are attached for your review and comment
- Review of Construction Managers at Risk Procurement Process, and Board action regarding procurement methods will be request in October 2014
- Construction Managers at Risk Firms will be selected in November 2014
- AV/Telecommunication Consultant proposal will be submitted in early September for consideration
- Owner In-site project management software set-up and training in progress
- Responsibility Matrix to be presented at the October 9, 2014 Facilities Committee Meeting
 - Delegation
 - Board Expectations
- Establish Communication Protocol/Reporting
 - Board
 - Staff
 - Internal
- Total Project Budget Confirmation in progress
- Future Presentations
 - Project Delivery
 - Volume Procurement

Review and Action as Necessary on Selection of Architectural Firms and Assignments of Construction Projects for the 2013 Bond Construction Program

Approval of the selection of architectural firms and assignments to specific 2013 Bond Construction Program projects is requested.

Broaddus & Associates representatives along with STC staff attended the September 11, 2014 Facilities Committee meeting to provide an update on the evaluation of architect firms' statements of qualifications submitted for the 2013 Bond Construction Program.

On August 22, 2014 a total of seventeen (17) submittals were received in response to STC's solicitation of qualifications from architects for the 2013 Bond Construction Program. A team consisting of three Broaddus & Associates representatives and seven STC staff members has completed the evaluations of the submittals.

Evaluation of the architect's qualifications has been completed and Broaddus & Associates prepared a recommendation on how the Bond construction projects could be assigned to firms based on evaluation of the information provided. This recommendation was based on the following general requirements:

1. Overall evaluation of each firm's qualifications, experience, and references
2. Ranking of each firm after evaluations
3. Project preferences as identified by each firm
4. Each firm's unique experience and areas of specialization
5. Each firm's capacity to manage each project size

At the Facilities Committee, the committee members discussed the proposed project assignments and recommended firms, and suggested further changes. After reviewing the final proposed project assignment listing, the Committee Chair asked Mr. Gilbert Gallegos with Broaddus & Associates whether the proposed assignments were feasible. Mr. Gallegos agreed that the proposed changes were reasonable and that the identified architectural firms were highly qualified to complete the assigned projects.

The attached spread sheets summarize the information gathered during the evaluation team's review and the proposed project assignments resulting from the Facilities Committee meeting. The Facilities Committee recommended Board approval of the selection of architectural firms and assignments to specific 2013 Bond Construction Program projects as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the selection of architectural firms and assignments to specific 2013 Bond Construction Program projects 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 selection of architectural firms and assignments to specific 2013 Bond Construction Program projects as presented.

Approval Recommended:

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


South Texas College - 2013 Bond Construction Program Summary of Architects Evaluations and Proposed Project Assignments

Recommended Firms	Proposed Project Assignments	Construction Cost
Pecan Campus		
Boultinghouse Simpson Gates Architects	Pecan Campus - STEM Building	\$8,500,000
PBK Architects	Pecan Campus - South Academic Building	\$6,800,000
The Warren Group Architects	Pecan Campus - North Academic Building	\$10,500,000
	Pecan Campus - Student Activities Building and Cafeteria	\$5,700,000
Technology Campus		
EGV Architects	Technology Campus - Southwest Building Renovation	\$12,000,000
Nursing & Allied Health Campus		
ERO Architects	Nursing & Allied Health Campus Expansion	\$16,600,000
Mid Valley Campus		
ROFA Architects	Mid Valley Campus - STEM and other academic programs	\$13,500,000
EGV Architects	Mid Valley Campus - Student Services Building Expansion	\$2,500,000
Mata & Garcia Architects, LLP	Mid Valley Campus - Workforce Training Center Expansion	\$1,750,000
	Mid Valley Campus - Library Expansion	\$1,750,000
Starr County Campus		
	Starr County Campus - Library Expansion	\$2,800,000
	Starr County Campus - Student Services Building Expansion	\$850,000
	Starr County Campus - Health Professions and Science Building	\$8,500,000
	Starr County Campus - Student Activities Building Expansion	\$850,000
	Starr County Campus - Workforce Training Center Expansion	\$1,600,000
La Joya Jimmy Carter Teaching Site		
EGV Architects	La Joya Jimmy Carter Teaching Site Training Labs Improvements	\$1,900,000
Regional Center for Public Safety Excellence		
Pending Site Selection	Regional Center for Public Safety Excellence	\$3,000,000
TOTAL		\$92,100,000
Firms not Recommended		
Fisher Heck Architects	No Project Assignments Recommended	
Pfluger Architects		
Megamorphosis, Inc.		
Millnet Architects		
Freese n Nichols		
Gignac Architects		
LNV, Inc.		
Negrete Kolar Architects, LLP		
Pro-Forma Architecture		
OCO, LPA		

South Texas College - 2013 Bond Construction Program Summary of Architects Evaluations and Proposed Project Assignments

Recommended Firms	Proposed Project Assignments	Construction Cost
Boultinghouse Simpson Gates Architects	Pecan Campus - STEM Building	\$8,500,000
PBK Architects	Pecan Campus - South Academic Building	\$6,800,000
The Warren Group Architects	Pecan Campus - North Academic Building	\$10,500,000
EGV Architects	Pecan Campus - Student Activities Building and Cafeteria	\$5,700,000
ERO Architects	Technology Campus - Southwest Building Renovation	\$12,000,000
ROFA Architects	La Joya Jimmy Carter Teaching Site Training Labs Improvements	\$1,900,000
	Mid Valley Campus - Workforce Training Center Expansion	\$1,750,000
	Starr County Campus - Workforce Training Center Expansion	\$1,600,000
	Nursing & Allied Health Campus Expansion	\$16,600,000
	Mid Valley Campus - STEM and other academic programs	\$13,500,000
	Mid Valley Campus - Student Services Building Expansion	\$2,500,000
	Starr County Campus - Library Expansion	\$2,800,000
	Starr County Campus - Student Services Building Expansion	\$850,000
	Starr County Campus - Health Professions and Science Building	\$8,500,000
	Starr County Campus - Student Activities Building Expansion	\$850,000
	Mid Valley Campus - Library Expansion	\$1,750,000
	Regional Center for Public Safety Excellence	\$3,000,000
	TOTAL	\$99,100,000
Firms not Recommended		
Fisher Heck Architects	No Project Assignments Recommended	
Pfluger Architects		
Megamorphosis, Inc.		
Millinet Architects		
Freese n Nichols		
Gignac Architects		
LNV, Inc.		
Negrete Kolar Architects, LLP		
Pro-Forma Architecture		
OCO, LPA		

MEMORANDUM

To: Gerry Rodriguez, AIA, Director of FP&C
From: Gilbert Gallegos AIA, Senior Vice President 
Date: September 23, 2014
Subject: Recommendation for AE (Architect & Engineer) Project Assignments
Re: 2013 South Texas College Bond Construction Program

Based on our experience with Bond Construction Programs throughout the State of Texas including Rio Grande Valley, and our familiarity with the proposed AE firms listed, we strongly recommend the selection of the seven AE design teams submitted on the summary attached to provide the professional design services for STC's 2013 Bond Construction Program projects. The process for evaluation of qualifications has confirmed that each of these recommended firms is highly qualified for the building type assigned by the Facilities Committee and Broaddus & Associates unequivocally supports the recommendation that will ultimately be approved by the Board of Trustees.

In our opinion, STC has and is following the process under Chapter 2254 of the Government Code, Contract of Professional Services, that requires the entity that is procuring such services, to first select the most highly qualified provider based on competence and qualifications. The second step is to negotiate a contract with that provider at a fair and reasonable price.

The initial assignment and distribution of 2013 Bond Construction Program projects identified the top ten most highly qualified firms as part of the evaluation of the Statement of Qualifications submitted by a total of seventeen firms. The identification of the top ten most qualified firms allows for the ultimate decision by the Board of Trustees to include to further propose assignment or distribution of 2013 Bond Construction Program projects.



Based on the Facilities Committee's AE recommendation, STC will benefit from economies in AE fee as the result of the consolidation of these projects into fewer project packages. Additionally, the consolidation of various building types under one Architect will insure design consistency throughout the various STC campuses with similar type projects.

We recommend that the AE firms and proposed project assignments on the attached summary be approved by Board of Trustees and request approval for STC staff and Broaddus & Associates to commence negotiations with each firm as part the next step in the Professional Procurement Process.

Review and Action as Necessary on Architectural and Engineering Services Fee Schedule

Approval of revised fee schedules for architectural and engineering services is requested.

Broaddus & Associates was asked to re-evaluate STC's current fee schedule and provide recommendations on updating the fee schedule if they determine it is appropriate. As a result of their evaluation, B&A has determined that some modifications are warranted and would be beneficial to STC. B&A's evaluation of these fees includes a comparison with other public institutions located locally and in other parts of the state.

The attached tables are provided for review and consideration by the Facilities Committee and include the following:

1. Recommended Fee structure proposed for Board action;
2. Samples of Architect Fee Schedules from Other Colleges for Instructional and Support Buildings;
3. Samples of Architect Fee Schedules from Other Colleges for Health, Science, and Performing Arts Buildings; and
4. STC's Architect/Engineering Fee Schedule approved in 2001.

The Facilities Committee recommended Board approval of a revised fee schedule for architectural and engineering services. During that meeting, concerns were expressed about the removal of a column in the previous fee schedule that provided rates for design projects for Portable Buildings, Garages, and Warehouses. In response to those concerns, Broaddus & Associates has provided an updated fee schedule that includes rates for Garages and Warehouses. These rates reflect a 75-basis point reduction from previous rates, consistent with the recommended fee schedule for other types of projects.

The proposed fee schedule does not include Portable buildings. Because portables are built pre-fabricated, design projects related to their installation and service are expected to fall below the minimum range of this schedule, and would therefore be negotiated on a project-by-project basis.

The proposed revised fee schedule is consistent with the version recommended for Board approval by the Facilities Committee, with the only change being the additional column. Broaddus & Associates and staff ask the Board to consider the revised fee schedule as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the revised fee schedule for architectural and engineering services 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 revised fee schedule for architectural and engineering services as presented.

Approval Recommended:

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

President

South Texas College						
Architect/Engineering Fee Schedule for 2013 Bond and All Other Construction Projects						
RECOMMENDED FEE STRUCTURE						
Range of Construction Cost	Classroom, Office and Other Buildings CURRENT	Classroom, Office and Other Buildings PROPOSED	Health Facilities CURRENT	Health Facilities PROPOSED	Garages and Warehouses CURRENT	Garages and Warehouses PROPOSED
New Construction						
Over \$15,000,000	6.000%	5.25%	6.500%	5.75%	5.500%	4.75%
Over \$10,000,000	6.500%	5.75%	7.000%	6.25%	6.000%	5.25%
Over \$8,000,000	6.600%	5.85%	7.100%	6.35%	6.100%	5.35%
Over \$6,000,000	6.700%	5.95%	7.200%	6.45%	6.200%	5.45%
Over \$4,000,000	6.800%	6.05%	7.300%	6.55%	6.300%	5.55%
Over \$2,000,000	6.900%	6.15%	7.400%	6.65%	6.400%	5.65%
Over \$1,000,000	7.000%	6.25%	7.500%	6.75%	6.500%	5.75%
Over \$800,000	7.250%	6.50%	7.750%	7.00%	6.750%	6.00%
Over \$600,000	7.500%	6.75%	8.000%	7.25%	7.000%	6.25%
Over \$400,000	7.750%	7.00%	8.250%	7.50%	7.750%	6.50%
Over \$200,000	8.000%	7.25%	8.500%	7.75%	7.500%	6.75%
Up to \$200,000			Negotiated			
Remodeling & Renovation						
Over \$5,000,000	8.000%	7.25%	8.500%	7.75%	7.500%	6.75%
Over \$1,000,000	9.000%	8.25%	9.500%	8.75%	8.500%	7.75%
Over \$800,000	9.250%	8.50%	9.750%	9.00%	8.750%	8.00%
Over \$600,000	9.500%	8.75%	10.000%	9.25%	9.000%	8.25%
Over \$400,000	9.750%	9.00%	10.250%	9.50%	9.250%	8.50%
Over \$200,000	10.00%	9.25%	10.500%	9.75%	9.500%	8.75%
Up to \$200,000			Negotiated			

Updated September 17, 2014

Samples of Architect Fee Schedules from Other Colleges
INSTRUCTIONAL AND SUPPORT BUILDINGS

	STC Adopted 2001	TSC Adopted 2005	ACCD Adopted 2004	Lone Star Community College
Range of Construction Cost	Classrooms, Offices and Other	Classrooms, Offices and Other	Classrooms, Offices and Other	Classrooms, Offices and Other
New Construction				
Over \$15,000,000	6.000%	5.50%	6%	5.00%
Over \$10,000,000	6.500%	6.00%	5.95%	5.50%
Over \$8,000,000	6.600%		6.13%	6.00%
Over \$6,000,000	6.700%		6.13%	6.00%
Over \$4,000,000	6.800%		6.29%	6.00%
Over \$2,000,000	6.900%		6.38%	6.00%
Over \$1,000,000	7.000%	6.50%	6.6%-	6.00%
Over \$800,000	7.250%		6.75%	6.00%
Over \$600,000	7.500%		6.75%	6.00%
Over \$400,000	7.750%		7.50%	6.00%
Over \$200,000	8.000%		7.50%	6.00%
Up to \$200,000		7.50%	8.25%	6.00%
Remodeling & Renovation				
Over \$5,000,000	8.000%	7.50%	7.06%-6.56%	7.00%
Over \$1,000,000	9.000%	8.50%	7.43%	7.00%
Over \$800,000	9.250%		7.60%	7.00%
Over \$600,000	9.500%		7.60%	7.00%
Over \$400,000	9.750%		7.60%	7.00%
Over \$200,000	10.000%	9.50%	8.44%	7.00%
Up to \$200,000	negotiated		9.28%	7.00%
NOTE: When construction cost falls between the tabular limits, for TSC only the rate will be determined by direct interpolation.				

Samples of Architect Fee Schedules from Other Colleges
HEALTH, SCIENCE & PERFORMING ARTS

	STC Adopted 2001	TSC	ACCD Adopted 2004	Lone Star Community College
Range of Construction Cost	Health Facilities/ Special Education, Research	Health Facilities/ Special Education, Research	Health Facilities/ Special Education, Research	Health Facilities/ Special Education, Research
New Construction				
Over \$15,000,000	6.500%	6.00%	6%	5.50%
Over \$10,000,000	7.000%	6.50%	5.95%	6.00%
Over \$8,000,000	7.100%		6.13%	6.50%
Over \$6,000,000	7.200%		6.13%	6.50%
Over \$4,000,000	7.300%		6.29%	6.50%
Over \$2,000,000	7.400%		6.38%	6.50%
Over \$1,000,000	7.500%	7.00%	6.6%-	6.50%
Over \$800,000	7.750%		6.75%	6.50%
Over \$600,000	8.000%		6.75%	6.50%
Over \$400,000	8.250%		7.50%	6.50%
Over \$200,000	8.500%		7.50%	6.50%
Up to \$200,000		8.00%	8.25%	6.50%
Remodeling & Renovation				
Over \$5,000,000	8.500%	8.00%	7.06%-6.56%	7.00%
Over \$1,000,000	9.500%	9.00%	7.43%	7.00%
Over \$800,000	9.750%		7.60%	7.00%
Over \$600,000	10.000%		7.60%	7.00%
Over \$400,000	10.250%		7.60%	7.00%
Over \$200,000	10.500%	10.00%	8.44%	7.00%
Up to \$200,000			9.28%	7.00%
NOTE: When construction cost falls between the tabular limits, for TSC only the rate will be determined by direct interpolation.				

South Texas College
 Architect/Engineering Fee Schedule
 Board Approved October 18, 2001

Range of Construction Cost	Portable Building, Garages and Warehouses	Classroom, Office and Other Buildings	Health Facilities
New Construction			
Over \$15,000,000	5.500%	6.000%	6.500%
Over \$10,000,000	6.000%	6.500%	7.000%
Over \$8,000,000	6.100%	6.600%	7.100%
Over \$6,000,000	6.200%	6.700%	7.200%
Over \$4,000,000	6.300%	6.800%	7.300%
Over \$2,000,000	6.400%	6.900%	7.400%
Over \$1,000,000	6.500%	7.000%	7.500%
Over \$800,000	6.750%	7.250%	7.750%
Over \$600,000	7.000%	7.500%	8.000%
Over \$400,000	7.750%	7.750%	8.250%
Over \$200,000	7.500%	8.000%	8.500%
Up to \$200,000	Negotiated		
Remodeling & Renovation			
Over \$5,000,000	7.500%	8.000%	8.500%
Over \$1,000,000	8.500%	9.000%	9.500%
Over \$800,000	8.750%	9.250%	9.750%
Over \$600,000	9.000%	9.500%	10.000%
Over \$400,000	9.250%	9.750%	10.250%
Over \$200,000	9.500%	10.000%	10.500%
Up to \$200,000	Negotiated		

NOTE: When construction cost falls between the tabular limits, the rate will be determined by direct interpolation.

Review and Action as Necessary on Amendment to the Inter-local Agreement with the City of McAllen for the Nursing & Allied Health Campus Property

Approval of amendment to Inter-local Agreement with the City of McAllen for the Nursing & Allied Health Campus Property is requested.

In December 2010 the City of McAllen and STC approved an Inter-local agreement for the conveyance of 6.63 acres of land for STC's Nursing & Allied Health Campus in McAllen, Texas. The inter-local agreement included a requirement stating that STC would build a five story instructional facility on the property within five years.

With the completion of STC's district wide master plan and development of the 2013 Bond Program, a four story facility is proposed to be constructed on the 6.63 acre site. Since the proposed four story structure does not meet the requirements of the inter-local agreement, STC administration submitted a formal written request to the City of McAllen to allow STC to build a four story facility instead of the five story facility as identified in the agreement.

The City of McAllen approved the College's request for the four story facility and prepared an amendment to the inter-local agreement. A copy of the inter-local agreement amendment is attached for review by the Board.

The Facilities Committee recommended Board approval of the amendment to the Inter-local Agreement with the City of McAllen for the Nursing & Allied Health Campus 6.63 acre property as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the amendment to the Inter-local Agreement with the City of McAllen for the Nursing & Allied Health Campus 6.63 acre property 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 amendment to the Inter-local Agreement with the City of McAllen for the Nursing & Allied Health Campus 6.63 acre property as presented.

Approval Recommended:

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

**FIRST AMENDMENT TO INTERLOCAL
AGREEMENT BETWEEN THE CITY OF
MCALLEN AND SOUTH TEXAS COLLEGE**

WHEREAS, the City of McAllen, a Texas municipal corporation, (hereinafter referred to as "City") and South Texas Community College, a College District encompassing Hidalgo County and Starr County, created under the laws of the State of Texas and operating under the Texas Education Code and formerly known as South Texas Community College (hereinafter referred to as "STC") entered into an Interlocal Agreement dated December 17, 2010 (hereinafter referred to as "Agreement"), attached hereto as Exhibits "A", respectively, and made a part hereof for all purposes; and

WHEREAS, the CITY and STC; in mutual consideration, have agreed to amend the Agreement by providing for the amendment of a four story 89,000 square foot building instead of a five story or taller building as described in Exhibit "B" attached hereto and made a part hereof for all purposes; and

**NOW, THEREFORE, THE AGREEMENT IS AMENDED AND IT IS
HEREBY AGREED AS FOLLOWS:**


The first sentence of Article II obligations of STC, Section 1. Construction & Education shall read:

"Within 5 years after the effective date of this agreement, STC shall commence construction of a 4 story building with a minimum of 89,000 square feet, as described on Exhibit "B"."

In all other respects the Agreement remains unchanged and is hereby ratified by the parties.

IN WITNESS WHEREOF, City and STC have executed this First Amendment by the respective authorized officials of each entity.

CITY OF McALLEN

By: 
Allan Brent Branham, Deputy City Manager
Date Signed: 7-30-14

SOUTH TEXAS COLLEGE

By: _____
Dr. Shirley A. Reed, President

Date Signed: _____

Approved as to form:

By: 
Gary Henrichson, Deputy City Attorney

**Review and Action as Necessary on El Milagro Clinic Parking Lot
License Agreement between El Milagro Clinic, the City of McAllen, and
South Texas College for the Nursing & Allied Health Campus**

Approval of El Milagro Clinic Parking Lot license agreement between El Milagro Clinic, the City of McAllen, and South Texas College is requested.

In November 2010 STC Board approved a license agreement for use of an 80 space vehicle parking lot located on the El Milagro Clinic property. The license agreement will expire in October, 2014 and a new agreement will need to be approved in order for STC to continue using the parking area.

El Milagro Director, Mrs. Grace Lawson, has been contacted regarding this renewal and is coordinating approval of the new agreement from the El Milagro Board and the City of McAllen who are co-owners of the property. Attached is a copy of the proposed license agreement which allows for the use of the parking lot for two years and the option to renew for two additional years. Mrs. Lawson has recommended that the previous annual amount of \$1,000 be increased to \$1,250 for use of the parking lot.

The Facilities Committee recommended Board approval of the El Milagro Clinic Parking Lot license agreement between El Milagro Clinic, the City of McAllen, and South Texas College.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the El Milagro Clinic Parking Lot license agreement between El Milagro Clinic, the City of McAllen, and South Texas College.

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 El Milagro Clinic Parking Lot license agreement between El Milagro Clinic, the City of McAllen, and South Texas College.

Approval Recommended:

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

LICENSE AGREEMENT

STATE OF TEXAS §

KNOW ALL MEN BY THESE

PRESENTS

COUNTY OF HIDALGO §

The Lower Rio Grande Valley Community Health Management Corporation, Inc. d/b/a El Milagro, a non-profit corporation of the State of Texas (hereinafter "LICENSOR") and the City of McAllen, Texas, a Lessor of the Licensor (hereinafter "LESSOR"), for and in consideration of the sum of One Thousand Two Hundred Fifty Dollars (\$1250) paid to LICENSOR upon execution of this agreement and One Thousand Two Hundred Fifty Dollars (\$1250) annually, thereafter, and other good and valuable consideration to it in hand by SOUTH TEXAS COLLEGE, (hereinafter "LICENSEE"), the receipt of which is hereby acknowledged and confessed, has GRANTED and ISSUED and by these presents does GRANT and CONVEY to the said LICENSEE, a license for the use of an 80-space parking lot composed as constructed by the CITY OF MCALLEN, TEXAS, a party hereto, on the vacant area located east of the El Milagro Clinic building on Lot 2, Medical Treatment and Education Center Subdivision, McAllen, Texas, and it is further provided that no other permanent improvement of whatsoever nature shall be placed on the property covered herein during this use of the property as a parking area by the Licensee.

THIS LICENSE AGREEMENT shall be effective for 24 months, so long as LICENSEE shall maintain the parking area, or until LICENSOR requires the use of the property for the expansion of its facilities or for any other foreseeable use. This agreement will be reviewed by both parties at the end of this 24-month period, and LICENSEE shall have the option to renew this License for an additional 24-month term. LICENSEE agrees to otherwise comply with LESSOR'S ordinances in the maintenance and security of such parking area. LICENSEE shall bear all the cost of all maintenance, of the property and bear the cost of any repairs needed during the period of this agreement as well as any and all other costs incurred directly or indirectly as a result of this license agreement. LICENSEE hereby agrees to restore the property covered herein to its original condition upon the expiration hereof and in any event not later than thirty (30) days after LICENSOR makes demand therefore. LICENSOR may enter upon the premises covered hereby and restore the property the same for the purposes stated above without damages being owed to LICENSEE upon LICENSEE'S failure to abandon the premises at the request of LICENSOR hereunder, and LICENSEE shall then be liable to LICENSOR for the reasonable costs of restoration and in any event not later than thirty (30) days after LICENSOR makes demand therefore. This License Agreement may be recorded in the Official Records of Hidalgo County. This License Agreement shall be cancelable by either party, upon 90 days written notice to the other party.

It is the specific and express intent and the agreement of the parties that in the event LICENSEE or any of its students, employees, agents, invitees and any other

foreseeable party should cause, either directly or indirectly, damage, loss, destruction, liability, or claims against LICENSOR as a result of intentional conduct, negligence or otherwise, LICENSEE shall hold harmless and indemnify LICENSOR from any and all obligations, liabilities, causes of action, lawsuits, damages, and assessments, including legal fees, etc., that result from LICENSEE'S intentional actions or negligence. Licensee shall bear the cost of any/all legal fees associated with negotiating, enforcing or renewing this agreement.

This indemnification clause shall survive this Agreement and be enforceable as a separate agreement in the event its survival and enforcement becomes necessary. Both parties shall each list a contact person and address for purposes of this agreement.

WITNESS our hands:

LICENSOR

LOWER RIO GRANDE COMMUNITY HEALTH
MANAGEMENT CORPORATION, INC.

By: _____

Typed
Printed Name: _____

Title: _____

Date: _____

ACKNOWLEDGMENT AND NON-OBJECTION BY THE CITY OF MCALLEN, TEXAS

The City of McAllen, Texas, as Lessor of the Licensor, hereby acknowledges and does not object to the above License Agreement and specifically agrees to construct an 80-space parking lot as described above.”

By: _____

Typed
Printed Name: _____

Title: _____

Date: _____

LICENSEE:

SOUTH TEXAS COLLEGE

By: _____
Dr. Shirley A. Reed, STC President

Date: _____

CORPORATE ACKNOWLEDGMENT

**STATE OF TEXAS
COUNTY OF HIDALGO**

This instrument was acknowledged before me by _____, on behalf of the Community Health Management Corporation, Inc., this ____ day of _____, 2014.

Notary Public, State of Texas

CORPORATE ACKNOWLEDGMENT

**STATE OF TEXAS
COUNTY OF HIDALGO**

This instrument was acknowledged before me by _____, on behalf of the City of McAllen, Texas, a home-rule municipality, this ____ day of _____, 2014.

Notary Public, State of Texas

CORPORATE ACKNOWLEDGMENT

**STATE OF TEXAS
COUNTY OF HIDALGO**

This instrument was acknowledged before me by Dr. Shirley A. Reed, on behalf of South Texas College, a junior college district, this _____ day of _____, 2014.

Notary Public, State of Texas

Review and Action as Necessary on Contracting Construction Services for the Pecan Campus Buildings A, G, H, and X Electrical Disconnects

Approval to select a contractor for the Pecan Campus Buildings A, G, H, and X Electrical Disconnects is requested.

In January 2014, the Board approved design services with ACR Engineering to prepare plans and specifications for these electrical disconnects. Included in the FY 2014-2015 construction budget are funds for electrical disconnects to replace the existing ones which have met their lifecycle and have become a recurring maintenance problem.

STC staff and ACR Engineering have issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on August 11, 2014. A total of two (2) proposals were received on September 3, 2014.

Timeline for Solicitation of Competitive Sealed Proposals	
August 11, 2014	Solicitation of competitive sealed proposals began.
September 3, 2014	Two (2) 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 have been budgeted in the FY 2014-2015 Construction budget for this project.

The Facilities Committee recommended Board approval to contract construction services with Metro Electric in the amount of \$101,121 for the Pecan Campus Buildings A, G, H, and X Electrical Disconnects project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting construction services with Metro Electric in the amount of \$101,121 for the Pecan Campus Buildings A, G, H, and X Electrical Disconnects 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 Metro Electric in the amount of \$101,121 for the Pecan Campus Buildings A, G, H, and X Electrical Disconnects project as presented.

Approval Recommended:

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

**SOUTH TEXAS COLLEGE
PECAN CAMPUS ELECTRICAL DISCONNECTS FOR BUILDINGS A, G, H, & X
PROJECT NO. 14-15-1011**

	VENDOR	Metro Electric, Inc.	Pete's Electric
	ADDRESS	1901 Industrial Dr	28115 Bean Rd
	CITY/STATE	McAllen, TX 78501	San Benito, TX 78586
	PHONE	956-686-2323	956-241-6995
	FAX	956-686-4559	956-748-3556
	CONTACT	Michael Gerdes	Pedro Silguero
#	Project	Proposed	Proposed
1	Base Bid: Pecan Campus Electrical Disconnects For Buildings A, G, H, & X	\$ 101,121.00	\$ 110,000.00
2	Begin Work Within	10 Working Days	1 Working Days
3	Completion of Work Within	90 Consecutive Calendar Days	120 Consecutive Calendar Days
TOTAL AMOUNT PROPOSED		\$101,121.00	\$110,000.00
TOTAL EVALUATION POINTS		97.4	88.3
RANKING		1	2

**SOUTH TEXAS COLLEGE
PECAN CAMPUS ELECTRICAL DISCONNECTS FOR BUILDINGS A, G, H, & X
PROJECT NO. 14-15-1011
EVALUATION FORM**

VENDOR		Metro Electric, Inc.	Pete's Electric	
ADDRESS		1901 Industrial Dr	28115 Bean Rd	
CITY/STATE		McAllen, TX 78501	San Benito, TX 78586	
PHONE/FAX		956-686-2323	956-241-6995	
FAX		956-686-4559	956-748-3556	
CONTACT		Michael Gerdes	Pedro Silguero	
1	The Respondent's price proposal. (up to 45 points)	45	41.4	41.4
		45	41.4	
		45	41.4	
		45	41.4	
		45	41.4	
2	The Respondent's experience and reputation. (up to 10 points)	9	8	8.6
		9	7	
		10	9	
		10	9	
		10	10	
3	The quality of the Respondent's goods or services. (up to 10 points)	9	9	9
		9	9	
		10	8	
		9	9	
		10	10	
4	The Respondent's safety record. (up to 5 points)	4.5	3	3.8
		5	3	
		5	4	
		5	4	
		5	5	
5	The Respondent's proposed personal. (up to 8 points)	7	6	7.4
		6	7	
		8	8	
		8	8	
		8	8	
6	The Respondent's financial capability in relation to the size and the scope of the project. (up to 9 points)	8.5	6	7.2
		8	7	
		9	8	
		8	8	
		9	7	
7	The Respondent's organization and approach to the project. (up to 6 points)	5	5.5	5.1
		5	5	
		6	5	
		6	5	
		6	5	
8	The Respondent's time frame for completing the project. (up to 7 points)	7	5.8	5.8
		7	5.8	
		7	5.8	
		7	5.8	
		7	5.8	
TOTAL EVALUATION POINTS		97.4	88.3	
RANKING		1	2	

Review and Action as Necessary on Contracting Construction Services for the Technology Campus Cooling Tower Replacement

Approval to select a contractor for the Technology Campus Cooling Tower Replacement is requested.

In February 2014, the Board approved design services with Halff Associates to prepare plans and specifications for replacement of one HVAC cooling tower. Funds for the cooling tower replacement are included in the FY 2014-2015 construction budget.

Proposals were previously received and rejected due to cost exceeding the project budget. The Board of Trustees previously approved the rejections of proposals and authorized staff to work with the project engineer to value engineer and re-solicit proposals in an effort to reduce costs.

STC staff and engineers with Halff Associates have revised the project plans and specifications and re-solicited competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on August 11, 2014. A total of two (2) sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of two (2) proposals were received on August 26, 2014.

Timeline for Solicitation of Competitive Sealed Proposals	
August 11, 2014	Solicitation of competitive sealed proposals began. Two (2) sets of construction documents were issued.
August 26, 2014	Two (2) 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 have been budgeted in the FY 2014-2015 Construction budget for this project.

This project exceeds the \$300,000 construction cost limitation used when contracting MEP Engineering services from the current pool of approved firms. All estimates prepared by the project engineer and STC staff before the solicitation of proposals indicated that construction cost would be less than \$300,000. Based on the work completed through today including design, solicitation of proposals, rejection of proposals, re-design, value engineering and re-solicitation of proposals, staff recommends approving the best values proposal as determined through the re-solicitation and evaluation process.

The Facilities Committee recommended Board approval to contract construction services with Pro Tech Mechanical in the amount of \$396,000 for the Technology Campus Cooling Tower Replacement project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting construction services with Pro Tech Mechanical in the amount of \$396,000 for the Technology Campus Cooling Tower 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 contracting construction services with Pro Tech Mechanical in the amount of \$396,000 for the Technology Campus Cooling Tower Replacement project as presented.

Approval Recommended:

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

**SOUTH TEXAS COLLEGE
TECHNOLOGY CAMPUS COOLING TOWER REPLACEMENT
PROJECT NO. 14-15-1022**

	VENDOR	Central Air and Heating Service, Inc.	Pro Tech Mechanical
	ADDRESS	3008 Spur 54	6346 Harwick Dr
	CITY/STATE	Harlingen, TX 78552	Corpus Christi, TX 78417
	PHONE	800-773-4509	361-882-2101
	FAX	956-423-9822	361-882-2154
	CONTACT	Frank Matz III	Dan Whiteside
#	Description	Proposed	Proposed
1	Base Bid: Technology Campus Cooling Tower Replacement	\$375,000.00	\$382,750.00
2	Alternate #1: Condenser Water Efficiency Improvements	\$12,000.00	\$13,250.00
3	Begin Work Within	7 Working Days	3 Working Days
4	Completion of Work Within	180 Calendar Days	100 Calendar Days
TOTAL PROPOSAL AMOUNT		\$387,000.00	\$396,000.00
TOTAL RANKING POINTS		75.4	78.1
RANKING		2	1

**SOUTH TEXAS COLLEGE
TECHNOLOGY CAMPUS COOLING TOWER REPLACEMENT
PROJECT NO. 14-15-1022
EVALUATION FORM**

VENDOR		Central Air and Heating Service, Inc.	Pro Tech Mechanical	
ADDRESS		3008 Spur 54	6346 Harwick Dr	
CITY/STATE		Harlingen, TX 78552	Corpus Christi, TX 78417	
PHONE/FAX		956-428-4509	361-882-2101	
FAX		956-423-9822	361-882-2154	
CONTACT		Frank Matz III	Dan Whiteside	
1	The Respondent's price proposal. (up to 45 points)	45	44	44
		45	44	
		45	44	
		45	44	
		45	44	
2	The Respondent's experience and reputation. (up to 10 points)	8	8	8.4
		9	9	
		9	8	
		9	8	
		8	9	
3	The quality of the Respondent's goods or services. (up to 10 points)	5	8	8.4
		5	8.5	
		5	8.5	
		7	9	
		4	8	
4	The Respondent's safety record (up to 5 points)	4	4	4.3
		3	4.5	
		3	4	
		3	5	
		3	4	
5	The Respondent's proposed personal. (up to 8 points)	7	7	6.2
		6	7	
		5	6	
		6	5	
		4	6	
6	The Respondent's financial capability in relation to the size and the scope of the project. (up to 9 points)	8	8	6.8
		8	7	
		8	5	
		9	7	
		6	7	
7	The Respondent's organization and approach to the project. (up to 6 points)	3	5	3.7
		1	4	
		3	3.5	
		3	3	
		2	3	
8	The Respondent's time frame for completing the project. (up to 7 points)	3.9	7	7
		3.9	7	
		3.9	7	
		3.9	7	
		3.9	7	
TOTAL EVALUATION POINTS		75.4	78.1	
RANKING		2	1	

Review and Action as Necessary on Rejecting Construction Proposals for the Nursing & Allied Health Campus Parking Lot Expansion and Entry Drive

Approval to reject construction proposals for the Nursing & Allied Health Campus Parking Lot Expansion and Entry Drive is requested.

In May 2014, the Board approved design services with Perez Consulting Engineers (PCE) to prepare plans and specifications for the Nursing & Allied Health Campus Parking Lot Expansion and Entry Drive. Included in the FY 2013-2014 construction budget are funds in the amount of \$540,000 for construction of the new parking lot.

STC staff worked with PCE to prepare and issue the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began August 4, 2014. A total of six (6) proposals were received on August 21, 2014.

For the following reasons, staff recommends Board approval to reject the current proposals and allow staff to work with PCE to value engineer, determine where costs can be reduced, and re-solicit construction proposals.

1. Proposals received are significantly above the available budget
2. Lowest cost proposal ranked 4th after evaluations due to poor response to proposal questionnaire
3. The range of costs from all proposals received has a large deviation

The Facilities Committee recommended Board approval to reject construction proposals, require that PCE redesign to effectively reduce cost, and re-solicit proposals for the Nursing & Allied Health Campus Parking Lot Expansion and Entry Drive project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the rejection of construction proposals, requiring that PCE redesign to effectively reduce cost, and the re-solicitation of proposals for the Nursing & Allied Health Campus Parking Lot Expansion and Entry Drive 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 rejection of construction proposals, requiring that PCE redesign to effectively reduce cost, and the re-solicitation of proposals for the Nursing & Allied Health Campus Parking Lot Expansion and Entry Drive project as presented.

Approval Recommended:

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

**Review and Action as Necessary on Substantial and/or Final Completion
 of the Following Projects**

- 1) Starr County Campus Parking Lot 5 Lighting and South Drive Lighting Improvements**
- 2) Pecan and Starr County Campus Repainting of Exterior Stucco Walls**

Approval of substantial or final completion and release of final payment for the following projects is requested:

	Projects	Substantial Completion	Final Completion	Documents Attached
1.	Starr County Campus Parking Lot 5 Lighting and South Drive Lighting Improvements	Recommended	Estimated October 2014	Certificate of Substantial Completion
2.	Pecan and Starr County Campus Repainting of Exterior Stucco Walls	Previously Approved	Recommended	Final Completion Letter

1. Starr County Campus Parking Lot 5 and South Drive Lighting Improvements

It is recommended that substantial completion for this project with Zitro Electric be approved.

Engineers with ACR 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 August 28, 2014. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. A copy of the Substantial Completion Certificate is attached.

Zitro Electric 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 October 2014 Board meeting.

2. Pecan and Starr County Campus Repainting of Exterior Stucco Walls

It is recommended that final completion for this project with Alpha Building Corporation be approved.

Final Completion including punch list items were accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with Alpha Building Corporation be approved. The original cost approved for this project was in the amount of \$145,475.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$210,000	\$145,475	\$3,676.56	\$149,151.56	\$141,693.98	\$7,457.58

On August 27, 2014, STC Planning & Construction Department staff inspected the site to confirm that all punch list items were completed.

It is recommended that the Facilities Committee recommend for Board approval at the September 23, 2014 Board meeting, the substantial or final completion, and release of final payment of the projects as presented.

The Facilities Committee recommended Board approval of the substantial or final completion, and release of final payment of the projects as presented.

Recommendation:


It is recommended that the Board of Trustees of South Texas College approve and authorize the substantial or final completion, and release of final payment of the projects 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 or final completion, and release of final payment of the projects 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)*

STC Starr County Campus Site Parking
Lot 5 and South Drive Lights
142 FM 3167

Rio Grande City, Texas 78582

TO OWNER:*(Name and address)*

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

PROJECT NUMBER: 14v03/**CONTRACT FOR:** Parking Lot 5 and South Drive Lights**CONTRACT DATE:** 5-9-2014**TO CONTRACTOR:***(Name and address)*

Zitro Electric LLC
604 Palmview Dr
Palmview, TX 78574

OWNER: ARCHITECT: CONTRACTOR: FIELD: OTHER: **PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:**

STC Starr County Campus Site Parking Lot 5 and South Drive Lights

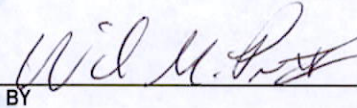
The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with 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**Date of Commencement**

ACR Engineering, Inc.

ARCHITECT

BY



August 28, 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.

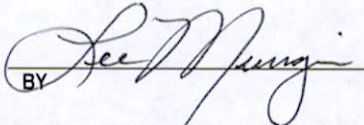
Cost estimate of Work that is incomplete or defective: \$4,925.00

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.

Zitro Electric LLC

CONTRACTOR

BY



DATE

9-02-14

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 5:00pm (time) on August 28, 2014 (date).

South Texas College

OWNER

BY

DATE

AIA Document G704[™] – 2000. Copyright © 1963, 1978, 1992 and 2000 by The American Institute of Architects. All rights reserved. **WARNING: This AIA[®] Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA[®] Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.** This document was produced by AIA software at 10:50:07 on 08/29/2014 under Order No.5401839362_1 which expires on 05/05/2015, and is not for resale.

User Notes:

(1113801548)

September 3, 2014

Mr. Gerardo Rodriguez, AIA, Director
Facilities Planning and Construction
South Texas College
3200 W. Pecan Blvd., Bldg N.
McAllen, TX 78502

Re: Pecan Campus and Starr Campus Buildings Exterior Painting Project –
Pecan Campus Buildings L, M & N

Dear Mr. Rodriguez,

On September 3, 2014, a walkthrough of the above referenced work was performed with STC staff and Amtech personnel. The purpose of the walkthrough was to verify that all construction related Punch-list items had been corrected and that all work was completed according to specifications.

Based on our observations, we believe that the contractor has fulfilled the construction related requirements for the work at this campus, with the exception of the replacement of a damaged, wall mounted light at the SW entry of Building M.

Upon confirmation that the Light at Building M has been replaced, and receipt of all required Close-Out Documents, we will proceed with Certification of Final Payment for the work at this Campus.

Sincerely,

Amtech Building Sciences, Inc.



Michael D. Hovar, AIA, RRO, LEED AP
Director of Operations, McAllen Office

13009_Ltr_Final Acceptance_Pecan Campus_GR.doc

September 3, 2014

Mr. Gerardo Rodriguez, AIA, Director
Facilities Planning and Construction
South Texas College
3200 W. Pecan Blvd., Bldg N.
McAllen, TX 78502

Re: Pecan Campus and Starr Campus Buildings Exterior Painting Project –
Starr Campus Buildings E, G & H

Dear Mr. Rodriguez,

On September 3, 2014, a walkthrough of the above referenced work was performed with STC staff and Amtech personnel. The purpose of the walkthrough was to verify that all construction related Punch-list items had been corrected and that all work was completed according to specifications.

Based on our observations, we believe that the contractor has fulfilled the construction related requirements for the work at this campus.

Upon receipt of all required Close-Out Documents, we will proceed with Certification of Final Payment for the work at this Campus.

Sincerely,

Amtech Building Sciences, Inc.



Michael D. Hovar, AIA, RRO, LEED AP
Director of Operations, McAllen Office

13009_Ltr_Final Acceptance_Starr Campus_GR.doc

Review and Recommend Action as Necessary on Lease Agreement with City of McAllen for use of Space in the Technology Campus Southwest Building

Approval of Lease Agreement with the City of McAllen for use of space in the Technology Campus Southwest Building is requested.

The City of McAllen has requested use of 19,438 square feet of vacant warehouse space in the Technology Campus Southwest Building for a nine (9) month period starting September 24, 2014 through June 24, 2015. The agreement prepared by STC legal counsel includes a rent of \$1.00 for the proposed term and preferences to previous beneficial contributions from the City of McAllen to STC.

The City of McAllen has also agreed to an in-kind contribution and installation of a 16' x 18' overhead door which will benefit their use. This door will remain in place after the lease term and will provide long term benefit to STC.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the Lease Agreement with the City of McAllen for use of space in the Technology Campus Southwest Building 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 Lease Agreement with the City of McAllen for use of space in the Technology Campus Southwest Building as presented.

Approval Recommended:

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

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

LEASE AGREEMENT

This Agreement is made this ____ day of _____, 2014, by and between the SOUTH TEXAS COLLEGE, as “LESSOR” and the CITY OF MCALLEN, as “LESSEE”.

WHEREAS, LESSOR and LESSEE have entered various inter-local governmental agreements and contractual arrangements of mutual benefit, and most recently, LESSOR has requested that LESSEE waive certain provisions imposed upon LESSOR on its construction program under the terms of that agreement dated December 17, 2010, under which LESSOR is granted a 6.63 acre tract of land for expansion of its Nursing & Allied Health Campus at 1100 E. Vermont Ave., McAllen, Texas (the “Land Grant Agreement”); and

WHEREAS, as a result of the modification of the agreement, the LESSEE’s waiver of LESSOR’s obligation under the Land Grant Agreement will permit LESSOR to construct its building without compliance with a condition which would have imposed substantial costs on LESSOR; and

WHEREAS, the LESSEE’s waiver of that condition was induced in large measure by the parties’ expectation that LESSOR may reciprocate in-kind by approving future agreements beneficial to the LESSEE such as the terms of this lease agreement, including a reduced rental, for the lease by LESSOR to Lessee of certain premises at its Technology Campus, located at 3900 West Military Highway, McAllen, Texas, for the use of 19,438 square feet in Building E;

WHEREAS, LESSOR and LESSEE agree that is mutually beneficial to both parties to lease such property on the terms and conditions herein contained;

NOW THEREFORE, in consideration of the foregoing and the following terms and conditions, LESSOR and LESSEE hereby agree as follows:

ARTICLE 1 - LEASE

1.01. Lease. For and in consideration of the rents, covenants, and promises herein contained to be kept, performed, and observed by LESSEE, LESSOR does hereby lease and demise to LESSEE and LESSEE does hereby rent and accept from LESSOR, lease space located in McAllen, Hidalgo County, Texas, more particularly described and illustrated on a floor plan in Exhibit “A”, which is attached hereto and made a part hereof for all purposes (hereinafter referred to as the “Leased Premises”).

ARTICLE 2 – TERM AND TERMINATION

2.01. Term. This Lease shall be for a term of nine (9) months (the “Lease Term”), commencing on September 24, 2014 and ending on June 24, 2015 (the “Termination Date”), subject however, to earlier termination as provided in this Lease.

2.02. Holding Over. If LESSEE shall hold over after the expiration of the Lease Term, or any renewal or extension, such tenancy shall be from month to month on all terms, covenants, and conditions of this Lease.

2.03. Right of Termination. This Lease may be terminated by LESSEE upon sixty (60) days written notice to LESSOR. This Lease may be terminated by LESSOR upon sixty (60) days written notice to LESSEE. Notice of termination shall be delivered in writing, via fax or email.

ARTICLE 3 – RENT

3.01. RENT. In addition to the LESSEE’s waiver of the conditions in the Land Grant Agreement, as described in the preamble, and other conditions hereinafter set out, LESSEE agrees to pay LESSOR additional rent of One Dollar (\$1.00) for the Lease Term. The rent payment shall cover all charges for garbage disposal, electrical and water and sewer utility services.

ARTICLE 4 – UTILITIES

4.01. Utilities. LESSOR shall pay or cause to be paid all charges for gas, electricity, trash and garbage removal and water and sewer services. LESSOR shall pay or cause to be paid all of the foregoing charges. Any extraordinary use of electricity or trash and garbage services by LESSEE shall be paid by LESSEE.

ARTICLE 5 – RENOVATIONS & IMPROVEMENTS

5.01. Renovations & Improvements. Any and all plans for any improvements of the Leased Premises shall be submitted to LESSOR in writing for written approval.

5.02. Ownership of Improvements & Fixtures. Subject to paragraphs 10.01, 10.02 and hereof it is expressly understood and agreed that, during the term of this Lease any and all buildings, improvements, fixtures, of whatsoever nature at any time constructed, placed, or maintained on any part of the Leased Premises if not removed by LESSEE on or before the date of termination of the Lease shall become the property of LESSOR.

ARTICLE 6 – PERMITTED USE OF LEASED PREMISES

6.01. Permitted Use. LESSEE may use the premises exclusively for use for municipal governmental purposes for which LESSEE has been organized.

ARTICLE 7 – MAINTENANCE & CUSTODIAL

7.01. Maintenance. LESSOR agrees to maintain and repair any portion of the Leased Premises as may be needed to continue the intended use of the Leased Premises under this Lease Agreement other than repairs deemed to have been caused through unreasonable abuse by LESSEE and/or its associated occupants and actions which will be repaired to conform to the condition of the premises on the commencement date at the expense of LESSEE.

7.02. Custodial. LESSOR agrees to provide usual custodial services for any portion of the Leased Premises as may be needed to continue the intended use of the Leased Premises under this Lease Agreement. Cleaning required for trash created by the LESSEE which may be considered above and beyond usual custodial cleaning, will be the responsibility of the LESSEE.

ARTICLE 8 - ALTERATIONS, EQUIPMENT & FIXTURES

8.01. Alterations. LESSEE shall not make any alterations, additions, or improvements to the Leased Premises without the prior written consent of LESSOR. LESSEE may install, at its sole cost, a new overhead door which is specified in Exhibit A attached hereto.

8.02. Equipment & Fixtures. Subject to review by LESSOR, and assuming any equipment or machinery will not unduly load the Electrical system or impose any additional cost of expansion of electrical capacity, LESSEE has, at all times, the right to erect or install shelves, temporary office partitions, bins, machinery, equipment, or other trade fixtures, in, on or about the Leased Premises, provided that LESSEE complies with all applicable governmental laws, ordinances, codes and regulations regarding such fixtures. LESSEE has the right to remove all such trade fixtures at the termination of this Lease Agreement, provided that the fixtures can be removed without structural damage to the Leased Premises or to the building. LESSEE shall repair any damage to the Leased Premises caused by the removal of trade fixtures, and all such repairs must be completed prior to the termination of this Agreement. Any trade fixtures that have not been removed by LESSEE at the termination of this Agreement shall be deemed abandoned by LESSEE and shall automatically become the property of LESSOR.

ARTICLE 9 – SIGNS

9.01. Signs. Subject to the written approval of LESSOR, and to the extent necessary under the terms of this Lease and subject to applicable laws, ordinances and regulations, LESSEE shall

have the right to install signs on the Leased Premises. LESSEE must remove all signs at the termination of this Agreement and repair any damage resulting from the erection or removal of the signs.

ARTICLE 10 – INSURANCE

10.01. Insurance. LESSEE shall, at its own expense, keep all buildings and improvements on or relating to the Leased Premises insured against loss or damage by fire with extended coverage to include direct loss by windstorm, hail, explosion, riot, or riot attending strike, civil commotion, aircraft, vehicles, and smoke, in the aggregate amounts of not less than the full fair insurable value of the buildings and improvements. LESSEE shall reimburse LESSOR one-third of the premium paid by LESSEE pro-rated for the applicable lease term. The policies shall provide that any proceeds for loss or damage to the buildings or to improvements shall be payable solely to LESSEE, as appropriate, which sum the recipient shall use for repair and restoration purposes as provided herein. LESSEE shall maintain all insurance for LESSEE's personal property located within the Leased Premises and LESSEE covenants and agrees that LESSOR shall have no responsibility for damage or destruction of LESSEE's personal property located within the Leased Premises.

ARTICLE 11 – LIABILITY INSURANCE

11.01. Liability Insurance. LESSEE shall, at its own expense, provide and maintain in force during the term of this Agreement liability insurance in the amounts deemed adequate by LESSEE.

ARTICLE 12 – NOTICE OF DAMAGE

12.01. Notice of Damage. If the Leased Premises, or any structures or improvements on the Leased Premises, should be damaged or destroyed by fire, tornado, or other casualty, LESSEE shall give immediate written notice of the damage or destruction to LESSOR, including a description of the damage and, as far as known to LESSEE, the cause of the damage.

ARTICLE 13 – DAMAGE OR DESTRUCTION

13.01. Damage or Destruction. If the building on the Leased Premises should be totally destroyed by fire, tornado, or other casualty, or if they should be so damaged that rebuilding or repairs cannot reasonably be completed within thirty (30) working days from the date of the occurrence of the damage, this Agreement, at the option of the LESSEE, shall terminate, effective as of the date of said occurrence.

ARTICLE 14 – DEFAULT BY LESSEE

14.01. Default by LESSEE. If LESSEE shall remain in default under any condition of this Lease Agreement for a period of thirty (30) days after written notice from LESSOR, LESSOR may at its option, without notice to LESSEE, terminate this Agreement or, in the alternative, LESSOR may re-enter and take possession of the Premises and remove all persons and property without being deemed guilty of any manner of trespass and relet the Premises, or any part of the Premises, for all or any part of the remainder of the Agreement term, to a party satisfactory to LESSOR and at such monthly rental as LESSOR may with reasonable diligence be able to secure.

ARTICLE 15 – DEFAULT BY LESSOR

15.01. Default by LESSOR. If LESSOR defaults in the performance of any terms, covenants, or conditions required to be performed by it under this Agreement, LESSEE may elect to do either one of the following:

- (a) After not less than thirty (30) days notice to LESSOR, LESSEE may remedy such default by any necessary action and, in connection with such remedy, may pay expenses and employ counsel. All reasonable sums expended, or obligations incurred, by LESSEE in connection with remedying LESSOR's default shall be paid by LESSOR to LESSEE on demand and, on failure of such reimbursement, LESSEE may, in addition to any other right or remedy that LESSEE may have, deduct these costs and expenses from rent subsequently becoming due under this Agreement.
- (b) LESSEE may terminate this Agreement by giving at least thirty (30) days notice to LESSOR of such intention. In the event LESSEE elects this option, the Agreement will be terminated on the date designated in LESSEE's notice, unless LESSOR has cured the default to the reasonable satisfaction of the LESSEE prior to expiration of the thirty (30) day period.

ARTICLE 16 – CUMULATIVE REMEDIES

16.01. Cumulative Remedies. All rights and remedies of LESSOR and LESSEE under this Agreement shall be cumulative, and none shall exclude any other right or remedy provided by law or by any other provision of this Agreement. All such rights and remedies may be exercised and enforced concurrently and whenever, and as often, as occasion for their exercise arises.

ARTICLE 17 – WAIVER OF BREACH

17.01. Waiver of Breach. A waiver by either LESSOR or LESSEE of a breach of this Agreement by the other party does not constitute a continuing waiver or a waiver of any

subsequent breach of the Agreement.

ARTICLE 19 – NOTICE

19.01. Notice. Except as may be otherwise specifically provided in this Agreement, all notices, demands, requests or communication required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or addressed to the parties at the addressed set forth below, or at such other addressed as may have been theretofore specified by written notice delivered in accordance herewith:

If to LESSOR

South Texas College
Attention: Dr. Shirley A. Reed, President
3201 West Pecan Blvd.
McAllen, Texas 78501

If to LESSEE:

LESSEE of McAllen
Attention: Roy Rodriguez, LESSEE Manager
P.O. Box 220
McAllen, TX 78505-0220

ARTICLE 20 – COMMITMENT OF CURRENT REVENUES ONLY

20.01. Commitment of Current Revenues Only. In the event that, during any term hereof, the governing body of any party does not appropriate sufficient funds to meet the obligations of such party under this Agreement, then any party may terminate this Agreement upon ninety (90) days written notice to the other party. Each of the parties hereto agrees, however, to use its best efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of each party hereto pursuant to the provisions of Tex. Loc. Govt. Code Ann. § 271.903.

IN WITNESS WHEREOF, LESSOR and LESSEE approve the execution of this Agreement by a motion duly made, seconded, and adopted by the appropriate governing bodies thereof.

SOUTH TEXAS COLLEGE

By: _____
Dr. Shirley A. Reed, President

CITY OF MCALLEN

By: _____
Roy Rodriguez, City Manager

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.

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

CONSTRUCTION PROJECTS PROGRESS REPORT SEPTEMBER 11, 2014

Project number	PROJECT DESCRIPTION	Project Development			Design Phase			Solicitation of Proposals			Construction Phase					Architect/Engineer	Contractor		
		Board approval of A/E	Concept development	Schematic Approval	30%	60%	95%	100%	Solicitation of Proposals	Board approval of contractor	Construction start	30%	50%	75%	95% Substantial Completion			100%	Final Completion
Pecan Campus and Pecan Plaza																			
1-004	Pecan Plaza - Police Department Space Renovation																Rick	PBK Architects	5 Star Construction
1-009	Pecan - M, N & L Repaint Purple Areas (RR)																John	Amtech Building Sciences	Alpha Building Corp.
1-011	Pecan - Hall Damage Repairs (RR)																Robert	Amtech Building Sciences	SpawGlass Contractors
1-012	Pecan - Annex Grant/Accountability Office Improvements																Robert	EGV Architects	5 Star Construction
1-013	Pecan - NAB G226 Astronomy Computer Lab																John	N/A	Bridgema/Alpha Construction
1-015	Pecan - Student Services Bldg Modifications																Rick	ERO Architects	Bullard Construction
1-016	Plaza - Continuing Education Space Renovation																Robert	Boullinghouse Simpson Gates Architects	Alpha Building Corp.
1-021	Pecan - Building A, G, D & X Electrical Disconnects																John		
1-022	Infrastructure for relocation of Portable Buildings																John	ACR Engineering	TBD
Mid Valley Campus																			
All projects complete - 4 total																			
Technology Campus																			
3-002	TC - West Academic Building Re-roofing																Robert	Amtech Building Sciences	TBD
3-006	TC - HVAC Cooling Tower Replacement																Rick	Half Associates	TBD
Nursing and Allied Health Campus																			
4-001	NAH - Parking Lot Expansion																John	Perez Consulting Engineers	TBD
4-002	NAH - West Wing Recarpeling	N/A	N/A	N/A													Robert	N/A	Intertech Flooring
4-004	NAH - Irrigation system upgrades	N/A	N/A														John	Perez Consulting Engineers	TBD
4-005	NAH - Subdivision Plat																John	Perez Consulting Engineers	N/A
Starr County Campus																			
5-002	Starr - Stucco Painting for Buildings (RR)																John	Amtech Building Sciences	Alpha Building Corp.
5-003	Starr - Parking Lot 5 Lighting																Rick	ACR Engineering	Zitro Electric
5-004	Starr - South Drive Lighting																Rick	ACR Engineering	Zitro Electric
District Wide Improvements																			
6-007	DW - Classroom Remote Door Lock Hardware																Robert	TBD	TBD
6-010	DW - Building to Building ADA Accessibility Phase II																Robert		
6-011	DW - Network/Telecommunication Upgrade Dark Fiber																Gerty		
6-012	DW - Parking Lots Lighting Upgrades to LED																Rick	DBR	TBD
6-016	DW - Update design standards and guidelines	N/A	N/A	N/A													Rick	Boullinghouse Simpson Gates Architects	N/A

For FY 2013-2014, 22 projects are currently in progress, 27 have been completed and 5 pending start up - 54 Total

Status of Construction Projects In Progress September 2014

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Pecan Campus							
Pecan Plaza Renovations for Police Department	99%	July 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Substantial Completion has been certified 3. Punch list work is complete 4. Staff moved in during August 2014 5. Working on resolution to HVAC unit programming correction with manufacturer 	\$1,200,000	\$904,143.45	\$851,317.65	\$52,825.80
Stucco Painting for Buildings M, N & L	100%	July 2014	<ol style="list-style-type: none"> 1. Construction phase 2. Punch list work is complete 3. Final completion will be recommended for Board approval in September 2014 	\$150,000	\$64,743.56	\$61,506.38	\$3,237.18
Hail Damage Repairs Construction	100%	June 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. All repairs a complete 3. Waiting on final settlement offer from Insurance 	Const. \$5,500,000	Const. \$7,575,711.73	Const. \$7,575,711.73	Const. \$0
Grant/Accountability Office Improvements	30%	November 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Construction in progress 	\$24,000	\$94,600	\$0	\$94,600
North Academic Building G226 Astronomy Computer Lab	100%	August 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Construction work is complete 	\$18,500	\$10,648.80	\$10,648.80	\$0
Student Services Building Offices Modifications	30%	December 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Construction in progress 	\$154,050	\$393,000	\$0	\$393,000
Pecan Plaza Continuing Education Classrooms Improvements	30%	October 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Construction work in progress 	\$170,000	\$187,310	\$30,359.15	\$156,950.85

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Pecan Campus North Academic Building Re-carpeting	100%	June 2014	1. Construction Phase 2. Installation complete	\$26,600	\$18,790	\$18,790	\$0
Pecan Campus South Academic Building Re-carpeting	100%	June 2014	1. Construction Phase 2. Installation complete	\$14,220	\$38,503.52	\$38,503.52	\$0
Pecan Campus Buildings A, E, G & X Electrical Disconnects	0%	December 2014	1. Construction Phase 2. Board approval of contractor will be requested in September 2014	\$100,000	TBD	\$0	TBD
Mid Valley Campus							
South Academic Building Art Lab Improvements	100%	May 2014	1. Construction Phase 2. Project is complete	\$40,000	\$42,500	\$42,500	\$0
Technology Campus							
West Academic Building Re-roofing	10%	October 2014	1. Design Phase 2. Design Phase in progress	\$125,000	\$106,181.25	\$0	\$106,181.25
HVAC Cooling Tower Replacement	100%	August 2014	1. Design Phase 2. Redesign is complete 3. Re-solicitation of proposals is complete 4. Board will be asked to approve contractor in September 2014	\$12,000	\$2,195	\$0	\$2,195
Nursing and Allied Health Campus							
Parking Expansion	100%	August 2014	1. Design Phase 2. Engineers have completed plans and specifications 3. Construction proposals were received and were over budget 4. Board will be asked to approve rejections of proposals and authorize re-solicitation	\$54,000	\$47,755	\$38,455	\$9,300
Subdivision Plat for 6.63 Acres	90%	August 2014	1. Design Phase, 2. Staff is working with the engineer to finalize subdivision plat	\$0	\$18,745	\$6,530	\$12,215

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
West Wing Re-carpeting	95%	July 2014	1. Construction phase 2. Work is in progress	\$150,000	\$97,474	\$97,474	\$0
Starr County Campus							
Repaint Stucco Buildings	100%	July 2014	1. Construction phase 2. Punch list work is complete 3. Final completion will be recommended for Board approval in September 2014	\$60,000	\$84,408	\$80,187.60	\$4,220.40
Parking Lot 5 and South Drive Lighting	95%	September 2014	1. Construction Phase 2. Work is in progress 3. Substantial completion has been certified	\$105,000	\$98,500	\$93,575	\$4,925
District Wide							
ADA Automatic Door Openers	100%	June 2014	1. Construction Phase 2. Work is complete 3. Final completion was Board approved in August 2014	\$130,000	\$92,600	\$92,600	\$0
Classroom Remote Door Lock System and Hardware	10%	July 2014	1. Project Development Phase 2. Staff is researching best system options prior to hiring electrical engineer for design of electrical improvements needed to support this new system	\$50,000	TBD	\$0	TBD
Parking Lots Lighting Upgrades to LED	10%	October	1. Board approved engineering firm in July 2014 2. Design work in progress	\$10,000	TBD	\$0	TBD
Design Standards and Guidelines	60%	July 2014	1. Development Phase 2. Working with A/E consultants to update based on all section of Construction Specifications Institute Information has been forwarded to Bond Construction Program Management consultant for review in input	\$10,000	\$7,580	\$7,580	\$0
For FY 2013-2014, 22 projects are currently in progress, 27 have been completed and 5 pending start – Total 54							

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 August 2014. 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 **August 2014**, 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 August 2014.

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 August 2014.

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 August 2014
- B. Release of Checks for \$50,000.00 and Above
Board of Trustees Approval Required for August 2014
- C. Release of Checks for \$50,000.00 and Above
Released Prior to Board Approval (Policy 5610) for August 2014
- D. Release of Construction Fund Checks for August 2014
- E. Quarterly Investment Report for August 2014
- F. Summary of Revenue for August 2014
- G. Summary of State Appropriations Income for August 2014
- H. Summary of Property Tax Income for August 2014
- I. Summary of Expenditures by Classification for August 2014
- J. Summary of Expenditures by Function for August 2014
- K. Summary of Auxiliary Fund Revenues and Expenditures for August 2014
- L. Summary of Grant Revenues and Expenditures, August 2014
- M. Summary of Bid Solicitations
- N. Check Register for August 2014

FINANCIAL REPORTS

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

Informational Items

- President's Report

- Board Committee Meeting Minutes:
 - o September 11, 2014 Education & Workforce Development Committee (Cancelled)
 - o September 11, 2014 Facilities Committee
 - o September 11, 2014 Finance and Human Resources Committee

President's Report



Students, faculty, and staff were invited to join the Welcome Week activities held at every South Texas College campus.



On Thursday, Sept. 4, 2014, a Memorandum of Understanding was signed between South Texas College and Edcouch-Elsa ISD establishing the Edcouch-Elsa Early College High School (ECHS). After two years of planning, the Edcouch-Elsa ECHS has come to fruition, making it possible for students to receive dual credit college courses free of charge. This was another important educational milestone for South Texas College in the Delta region.

The Office of Public Relations and Marketing is preparing a new marketing campaign and recruiting students to represent South Texas College. Students were encouraged to sign up and part of the new marketing campaign.



Representatives from BBVA Compass Bank were on campus to present the Valley Scholars Program with a donation of \$5,000. The Valley Scholars Program will be hosting their annual fundraising event; "A Night with the Stars" to be held on Thursday, October 9, 2014 at the Corinthian Banquet & Special Event Center in Mission.



Auditions for the STC Mariachi took place on Friday, Sept. 12, at 3 p.m. and Saturday, Sept. 13 at 10 a.m. at the Music Department on the Pecan Campus.

The Office of Student Activities and Wellness together with the Office of Veteran Affairs held College-wide Remembrance Ceremonies in honor of those who lost their lives on September 11, 2001.



eSTC's virtual campus announced the Fall 2014 eTeach trainings which include Blackboard Basics, eTeach I-Hybrid, as well as eTeach II for those who successfully complete eTeach I-Hybrid. All interested faculty were encouraged to register for the trainings. eTeach II prepares faculty to teach online courses. There is one open-ended online session for the fall. Faculty and staff will have until December 5th to complete all required activities.



On September 9, over 30 South Texas College UTeach program students met their respective mentors at the McAllen Independent School District Staff Development Center.

UTeach is an innovative teacher preparation program for math and science majors that allows students to earn a degree in a science, technology, engineering or math (STEM) field and obtain a secondary teacher certification. STC is partnered with the University of Texas-Pan American and the MISD for the UTeach program.

The program originated at the University of Texas at Austin in 1997 to help address the shortage of qualified math and science teachers. UTeach integrates a rigorous math or science major, research experience, effective teaching techniques, field experience and certification in a four-year program.

Students begin the program at STC and complete it at UTPA or various other institutions around Texas that offer UTeach. Among the benefits for students of UTeach are tuition rebates for the first two steps program and mentorship that includes field experience at local public schools such as McAllen ISD.



South Texas College was recently awarded a \$2.5 million grant by the U.S. Department of Education under the Developing Hispanic-Serving Institutions (DHSI) Program. During the five-year funding period, three projects designed to work cohesively to increase the higher education success of South Texas College students will be implemented. South Texas College qualifies as a traditional HSI with a current student body that is 94% Hispanic. In addition, 70% of its students are the first in their family to attend college.


The first project supported by the grant is the implementation of the FOCUS Academy and Active Learning Classrooms (ALCS) in order to enhance student learning and increase student retention and course completion. The FOCUS Academy will provide professional development for faculty to assist them in an ALCS environment.

The second project is the Redesign and Expansion of the Faculty Advising program. This will include instituting practices to regularly update Faculty Advisors on best practices and college programs, and to recruit and train new Faculty Advisors. To assist with the growing student body, implementation of DegreeWorks and a custom-designed tool, the Graduation Progress Meter, will be used to support the student and their Advisor with real-time degree pathway status and progress to degree information.

The third project is the Enhancement of Information Technology Infrastructure to support the implementation of the ALCS. To provide full functionality across South Texas College's five physical

campuses and virtual campus, the broadband service will be enhanced to support distance learners or students requiring remote access to use student support areas such as the Library or the Center for Learning Excellence.

Report Inappropriate, Aggressive or Threatening Behavior



WITNESS REPORT

South Texas College endeavors to provide and maintain a safe and healthy environment for students, employees and visitors.

When an individual violates the student code of conduct, exhibits behavior that is overly aggressive or threatening to others, it is disruptive to the mission of the College and may be indicative of future and potentially escalated threats to the College community.

For questions or concerns, call or stop by the Office of Judicial Affairs:
Pecan Campus, Building K2.300
Phone: 956-872-2555
Fax: 956-872-2500

To make a report:

1. Log into your JagNet account.
2. Click on the Student, Faculty or Staff tab at the top of the page.
3. Look for and click on the Eye-Witness-Report icon.
4. Complete the Eye-Witness-Report Form and submit it.

In an emergency your first call should be to the STC Police Department at 956-872-2589.

South Texas College endeavors to provide and maintain a safe and healthy environment for students, employees and visitors. When a student violates the student code of conduct, exhibits behavior that is overly aggressive or threatening to others, it is disruptive to the mission of the College and may be indicative of future and potentially escalated threats to the College community.

South Texas College does not discriminate against any student on the basis of pregnancy, parenting or related conditions. Pregnant or parenting students seeking accommodations should contact the Conflict Resolution Center for assistance.

Pregnant and Parenting Students

South Texas College does not discriminate against any student on the basis of pregnancy, parenting or related conditions.

Pregnant or parenting students seeking accommodations should contact the Conflict Resolution Center for assistance.

Schools must excuse absences for students who are pregnant or who give birth for as long as that student's doctor determines is necessary. At the conclusion of that period, the student must be given a reasonable amount of time to make up the work she missed.

Conflict Resolution Center
Office:
2.300, Building K Office, Pecan
Phone:
956-872-2180
Email:
kblanney@southtexascollege.edu

CONFLICT RESOLUTION CENTER



A message from the Title IX Coordinator for Students
Ms. Kerry R. Barnes, MS

Schools must excuse absences for students who are pregnant or who give birth for as long as that student's doctor determines is necessary. At the conclusion of that period, the student must be given a reasonable amount of time to make up the work she missed.

The Center for Prenatal and Perinatal at South Texas College, in collaboration with March of Dimes, invited all pregnant college students, faculty, and staff to participate in the College's *Becoming a Mom Program*. Becoming a Mom/Comenzando Bien is a bilingual curriculum designed for women who are pregnant or planning to become pregnant to learn about having a healthy pregnancy and healthy baby in a supportive group setting. The College is offering two different session times (morning and afternoon) to hopefully accommodate the students' schedules. Sessions began on September 12th at the Pecan and Starr County Campuses and will continue through October 24, 2014. Great incentives are available for all participating students.

The Office of Professional Development is recruiting South Texas College employees for the Customer Services and Supervisory Leadership Academies, scheduled to begin on September 24, 2014. The schedule is as follows:

Customer Service Academy (CSA)	Supervisory Leadership Academy (SLA) Level I
Time: 1:00 p.m. - 4:00 p.m.	Time: 8:30 a.m.- 11:30 a.m.
Length: 7 Sessions, 3hours each	Length: 7 Sessions, 3hours each

Location: D-106, Pecan Campus
Fee: \$100.00 /Individual
Max: 35 Participants
Deadline: Wednesday, September 19, 2014

Location: D-106, Pecan Campus
Fee: \$100.00
Max: 25 Participants
Deadline: Wednesday, September 19, 2014

SESSION DATES & TOPICS	SESSION DATES & TOPICS
Wednesday, September 24th Customer-Focused Service	Wednesday, September 24th Mastering the Transition
Wednesday, October 1st Managing Customer Styles	Wednesday, October 1st Leading Employees
Wednesday, October 8th Communication Skills for Better Service	Wednesday, October 8th Communication Essentials
Wednesday, October 15th Resolving Customer Service Problems and Complaints	Wednesday, October 15th Coaching for Performance
Wednesday, October 29th Dealing with Angry Customers	Wednesday, October 29th Counseling for Improvement
Wednesday, November 5th Professional Service Over the Telephone	Wednesday, November 5th Appraising Performance
Wednesday, November 12th Continuing Your Growth	Wednesday, November 12th Continuing Your Growth as a Supervisor

The Office of Career Planning, Readiness and Employer Services hosted District-wide Resume Writing and Interviewing Workshops. All students and alumni were invited to attend to learn the latest trends in resume writing, cover letters and interviewing skills.

District-Wide Resume Writing & Interviewing Workshops

The Office of Career & Employer Services invites students and alumni to attend the Resume Writing & Interviewing Workshop to learn the latest trends in resume writing, cover letters and interviewing skills. Bring your resume to be reviewed on the spot!

DATE	LOCATION	TIME
September 9	Pecan Campus-Bldg. D Auditorium	10:00-11:30am
September 10	Pecan Campus-Bldg. D Auditorium	2:30-4:00pm
September 16	Pecan Campus-Bldg. D Auditorium	2:30-4:00pm
September 17	Nursing & Allied Health Campus-CLE 2.424	1:00-2:30pm
September 17	Technology Campus-Bldg. B Auditorium	10:00-11:30am
September 17	Pecan Campus-Bldg. D Auditorium	10:00-11:30am
September 18	Starr County Campus-Bldg. E Auditorium	1:00-2:30pm
September 23	Mid-Valley Campus-Bldg. G Lecture Hall	2:00-3:30pm

Hosted by: The Office of Career & Employer Services

For more information or special accommodations please contact (956) 872-6318



DISTRICT-WIDE RÉSUMÉ DAYS

September 29 Mid-Valley Campus Bldg. A 101
September 30 Pecan Campus Bldg. C 122
October 1 Starr County Campus Bldg. E Auditorium
October 2 Technology Campus Bldg. C 128
October 6 Nursing & Allied Health Campus Rm. 101

9:00am-4:00pm

Bring your résumé to be reviewed!
 For more information, please call (956) 872-6318

South Texas College Music Department *presents*
Hector Rodriguez
Guitar Recital



Friday, September 12, 2014
7:30 P.M.

South Texas College
Cooper Center for Communication Arts Theatre
3200 Pecan Blvd., McAllen, TX 78501

For more information contact the Visual Arts & Music Department at 956-872-2503

FREE and OPEN to the PUBLIC

Works By:
Antonio José
George F. Handel
Francisco Tarrega

South Texas College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the Bachelor's and Associate Degrees. Contact the Commission on Colleges at 1900 Southern Lane, Decatur, Georgia 30033-4097 or call 877-475-4600 for questions about the accreditation of South Texas College.

The Music Department presented a guitar recital on Saturday, September 12th featuring Hector Rodriguez. The event was held at the Cooper Center for Communication Arts Theatre on the Pecan Campus. The event was free and open to the public.

South Texas College's Mid-Valley Campus Library Art Gallery presented "Evolution of the Soul: Works by Pablo Peña," an exhibit featuring paintings by Pablo Peña. The exhibit opened Thursday, Sept. 18, 2014 with an artist talk held at 6 p.m., and will be on view through Friday, Dec. 4. Admission is free and open to the public.

EVOLUTION OF THE SOUL:
Works by Pablo Peña


September 18 - December 4, 2014

Artist talk :
Sept 18 at 6pm


Free and open to the public!

Exhibit is located at the
STC Mid-Valley Campus
Library Art Gallery
400 N. Border Weslaco, TX

For more info contact Lilian Carrillo at 956-847-4963, lilian@stc.mvcsouthtexascollege.edu or Dawn Haggard at 956-872-3488, dhaggard@stc.mvcsouthtexascollege.edu



STC South Texas College Library Art Gallery



GESTICULACIONES DE LA VIDA
(LIFE'S GESTICULATIONS)

BEATRIZ GUZMAN VELASQUEZ
SEPT 18 - DEC 4, 2014

ARTIST TALKS: SEPT 18 2:30PM & 5:00PM
(STC Pecan Campus Library Rainbow Room)

OPENING RECEPTION: SEPT 18 6 - 8PM
(STC Pecan Campus Library Art Gallery)

The Pecan Campus Library Art Gallery is located at
3201 W. PECAN BLVD.
MCALLEN, TX 78501

ALL EXHIBITIONS ARE FREE AND OPEN TO THE PUBLIC
<http://library.southtexascollege.edu/newevents/libraryartgallery/>

FOR MORE INFORMATION: DHAUGHEY@SOUTHTEXASCOLLEGE.EDU OR 956-872-3488

STC South Texas College

South Texas College's Pecan Campus Library presented "Gesticulaciones de la Vida (Life's Gesticulations)," an exhibit featuring artworks by Beatriz Guzman Velasquez. The exhibit opened Thursday, Sept. 18, 2014 with a reception from 6 to 8 p.m. and artist talks are scheduled for 2:30 pm and 5:00 pm in the library's Rainbow Room. The exhibit will remain on display through Dec. 9.

The Visual Arts and Music Department presented an exhibit by Charles Neumann, **Tools: Implements and Instruments.** The exhibit opened on August 25th and will be on display through October 2nd at the Pecan Campus Visual Arts Gallery, Rm. B-103. An artist talk was held on September 11th and followed by an opening reception. The exhibit is free and open to the public.

South Texas College Visual Arts Department
Presents

Charles Neumann

Tools: Implements and Instruments



Exhibition Dates
August 25, 2014 - October 2, 2014
Pecan Campus, Visual Arts Gallery, B-103

Thursday, September 11, 2014

Artist Talk 5:00-6:00 PM Pecan Campus, Painting Studio, B-115	Opening Reception 6:00-8:00PM Pecan Campus, Visual Arts Gallery, B-103
---	--

For more information Contact:
South Texas College
Visual Arts & Music Department
3201 W. Pecan Blvd., McAllen, TX 78501
Office: (956) 872-2503 Fax: (956) 872-2505

STC South Texas College VAM Visual Arts & Music

This person did not exclude from participation in, denial the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by South Texas College on the basis of race, color, national origin, sex, age, religion, marital or disability.



South Texas College's Starr County Campus Library Art Gallery presented "**Birds & Flowers,**" an exhibit featuring paintings by Minerva Hinojosa Ritchie. Ritchie is a La Grulla native and Brownsville resident who has been painting for over 50 years. She has studied oil and watercolor techniques under teachers from Raymondville and Corpus Christi, and has been a member of the Brownsville Art League since 1951.

The exhibit be on display from Sept 5 to Dec 4, 2014, and an artist talk scheduled Wednesday, Sept 17 at 1 p.m. at STC's Starr County Campus Library (Bldg. F), located at 142 FM 3167 in Rio Grande City. Admission is free and open to the public.



Representatives with Texas A&M University-Kingsville's Environmental Engineering Program were on the Pecan campus Friday, September 12th to provide information and answer questions regarding this program. Students, faculty and staff interested in learning more about the program were encouraged to attend the meeting. The meeting took place at the University Relations, Transfer and Articulation

Center on the Pecan Campus.



A representative from UT-San Antonio was available to assist students with transfer information at the Mid Valley (9/8), Pecan (9/9), and Starr County (9/10) Campuses



Ms. Catherine Facey from Canterbury Christ Church University in Canterbury, Kent, England was on campus Wednesday, September 10th and Thursday, September 11th to answer questions and talk about the possibility of learning in United Kingdom in the Summer of 2015. An information session was held on September 11th @ 2 PM and a meeting with key South Texas College administrators was held on September 11. Both meetings took place at the University Relations, Transfer and Articulation Center on the Pecan Campus. All faculty and staff were invited to attend!



Hispanic Heritage Month is officially celebrated across the country from Sept. 15th to Oct. 15th. The STC library events during the month-long celebration are free and open to the public.

South Texas College has joined the Hispanic Heritage Month festivities as well and will hold with several campus-wide activities, including the “Pláticas Sol de Aztlán Lecture Series” that feature several award-winning authors.

Teresa Palomo Acosta, Historian and poet, visited South Texas College on and presented her lecture, “Preserving Historias Familiares: An Oral History Workshop” on Sept. 22nd at 1:00 PM at the Starr County Campus. The following day, she continued her presentation at the Pecan Campus Library, and will conclude her visit and presentation on Sept 24th at 1:00 PM at the Mid-Valley Campus Library. Teresa Acosta is a seminal figure in collecting and uncovering oral histories and preserving the stories of Mexican-Americans across Texas.

The guest speakers are sponsored by STC’s Library Services, Center for Mexican American Studies, the college’s Division of Liberal Arts and Social Sciences, and the PUENTE Program.

The following week, on Sept. 30th at 6:00 pm, Emmy Perez, Lina Suarez, Erika Garza and Isaac Chavarria, Rio Grande Valley distinguished poets, will read at the Pecan Campus Library’s poetry event entitled; “Voices of the Border.” Emmy Perez is the author of *Solstice* and a new poetry manuscript *With the River on our Face*. The event will be followed by a reception and a book signing.

On Oct. 16th at 6:00 PM, author Alfonso Gonzales will give a presentation and receive the Américo Paredes Book Award for his work titled, *Reform Without Justice: Latino Migrant Politics and the Homeland Security State*, and this event will take place at the Pecan Campus Library Rainbow Room,

The lecture series will conclude with internationally renowned journalist and author Sonia Nazario, who will give a presentation at the Pecan Campus Library Rainbow Room on Oct. 18th at 12:00 pm. Her book *Enrique's Journey: The True Story of a Boy Determined to Reunite with His Mother* has won over a dozen awards including the Pulitzer Prize and was named a National Best Seller.

In addition to the “Pláticas Sol de Aztlan Lecture Series,” the South Texas College libraries will show two films, “Cesar Chavez” and “Rebel: Loreta Velasquez, Secret Soldier of the American Civil War” throughout the month of September and October to celebrate Hispanic Heritage Month.

STC Library Presents Hispanic Heritage Month Film Festival

Movie • Pecan Campus Library		F-102
Cesar Chavez	Sept 17	1:00 PM
Rebel: Secret Soldier	Oct 9	1:00 PM
For more info, contact Esther Garcia at (956) 872-6485		
Movie • Mid-Valley Campus Library		
Cesar Chavez	Sept 16	11:30 AM & 1:00 PM
Rebel: Secret Soldier	Sept 17	1:00 PM
Rebel: Secret Soldier	Oct 2	10:00 AM
For more info, contact Lillian Carrillo at (956) 447-6663		
Movie • Starr Co. Campus Library		
Cesar Chavez	Sept 15	12:00 PM
Rebel: Secret Soldier	Oct 2	12:00 PM
For more info, contact Terri Rosalez at (956) 488-5822		
Movie • Technology Campus Library		
Cesar Chavez	Sept 17	10:00 AM
Rebel: Secret Soldier	Sept 17	1:00 PM
For more info, contact Maximilian Garcia at (956) 872-6120		

FREE POPCORN



This film series is open to the community, but the movies are intended for college-age audiences.



The Office of Student Activities and Wellness presented **16 de Septiembre Celebrations** at the Starr County, Mid Valley, Technology, and Pecan campuses on Tuesday, September 16th. Students, faculty and staff were treated to tamales, mariachi music and games.

The South Texas College Technology Campus in collaboration with United Blood Services, held a Blood Drive on Tuesday, Sept. 16th. Everyone was encouraged to “save lives and earn points for redeemable for prizes.”

The **Office of Security** provided **CPR/First-Aid Training**:

Dates: September 12, 2014 and September 26, 2014

Time: 8:15 AM to 4:30 PM

Location: Pecan – Cooper Center- North, Mid Valley Campus – Bldg. G, Rm. 288

- Participated in a short video shot for high school scoreboards sponsored by South Texas College. The video was produced by the College’s Public Relations and Marketing office.

- Together with members of the College's Executive staff, participated in the Business Impact Analysis (BIA) follow-up meeting coordinated by Ken Lyons, Project Manager, at South Texas College. The purpose for the meeting was to provide us with the results of the meeting held on July 24th with key staff from South Texas College. In July, Martin Yarborough from Dell gave a presentation regarding this important project and explained South Texas College staff members' roles in this process. The BIA is a critical step in establishing the implementation of a contingency planning program and its purpose is to understand the impact of a disaster (or prolonged outage) to a business. The impact could be a result of a natural, man-made, or technology-related outage or disaster. Data can be collected by utilizing questionnaires (surveys), tools, interviews and discussions. The BIA is a tool that identifies and measures a business's reliance upon critical business processes and information systems.
- Attended an event sponsored by the Office of University Advancement celebrating the many accomplishments of President Robert Nelsen during his time at UT Pan American. Funds collected from the event were for the creation of the Robert S. Nelsen Endowed Professorship for the purpose of honoring Dr. Nelsen in perpetuity.
- Attended a mediation hearing at the Stone Law Firm in McAllen to resolve a lawsuit filed by a former student who had filed for bankruptcy.
- Together with Sandra Sanchez, Opinion Editor for *The Monitor*, and Martha Peña, Public Relations Coordinator at South Texas College, traveled to Edcouch-Elsa for the celebration of an MOU signing between the College and Edcouch-Elsa ISD. The MOU establishes the Edcouch-Elsa Early College High School (ECHS). After two years of planning, the ECHS has become a reality, making it possible for students to receive dual credit college courses tuition free.
- Participated in a teleconference with Cris Rivera, CEO, Rio Grande Regional Hospital. The purpose for the call was to discuss her interest in a possible Department of Labor grant application to develop apprenticeship training programs in the nursing and allied health career fields.
- Participated in a meeting with Dr. Katherine Banks, Vice Chancellor & Dean of Engineering and her key staff:
 - Dr. Teri Reed, Assistant Vice Chancellor & Asst. Dean for Academic Affairs of Engineering
 - Dr. James Hallmark, Vice Chancellor for Academic Affairs, The Texas A&M University System
 - Dr. Monica Cortez, Director of Texas A&M Engineering Academy & Workforce Development Programs
 - Dr. Johannes Strobel, Director, Educational Outreach Programs
 - Dr. Cindy Lawley, Director of Strategic Initiatives, Texas A&M Engineering
 - Ms. Jackie Perez, Program Specialist, Engineering Academic and Student Affairs

Representing South Texas College at the meeting were:

- Nicolas Gonzalez, Administrator for High School Programs and Services
- Kimberly P. Crawford, Director of Academies and High School Projects

- Dr. Ali Esmaeili, Dean for Math, Science and Bachelor Programs
- Dr. Enriqueta Cortez, Chair for Chemistry/Engineering/Physics Programs
- Martin Knecht, Physics Instructor

The discussion focused on transfer opportunities to A&M College Station and the transfer barriers that currently exist. South Texas College staff explained the engineering academies and collaboration opportunities. The meeting was held at the Texas A&M School of Public Health, Board Room, 2101 South McColl Road in McAllen

- Attended the “distribution of funds” event from the 2013 Border Texan of the Year dinner honoring Sam Susser. The event was held on Tuesday, September 9th at 3:00 p.m. in the BBVA Tower Board Room at 3900 N. 10th St, 11th Floor, McAllen. South Texas College was presented with a check for \$9,500, and will benefit South Texas College students. Dr. Reed agreed to designate the funds as a scholarship fund for students pursuing a GED and participating in the College’s on ramp programs for GED to Career.
- Coordinated meeting with Mr. Richard Montesdeoca who called to express his concern with the proposed increase in the tax rate as a result of the bond election. We agreed to meet at an off campus site. Joining Mr. Montesdeoca were several members of a group known as the OWLS. When the discussion raised several questions and misunderstandings, it was apparent the OWLS simply did not have correct information, we agreed to reconvene at the Hidalgo Tax Assessor’s Office. Mr. Villarreal, Jr. was gracious enough to meet with us as we worked through the issues presented by the OWLS. Mr. Chuy Ramirez, South Texas College’s legal counsel, joined me at this meeting and clarified legal questions for the OWLS and The Monitor.
- Traveled to Arlington, VA to join other CEOs from community colleges across the Nation for the American Association of Community Colleges/The School Superintendents Association meeting. The purpose for our participation was to discuss ways in which both associations might work in greater collaboration to dramatically improve college readiness, and the prospect for increased opportunity to participate in dual enrollment initiatives.
- The College held a College-Wide Professional and Organizational Development Day event on Friday, September 19, 2014 @ 8:30 a.m. The day began at the McAllen Convention Center. I provided a state of the College address titled “South Texas College *In the Making*.” Following my presentation, Chuck Carlberg, Principal/Brand Creative with Richards/Carlberg, unveiled the new brand for South Texas College.

After the lunch break, the day’s activities moved to the Pecan Campus for Division/Department meetings and a variety of break-out sessions coordinated by the Office of Professional and Organizational Development. The sessions were from 1:30 – 2:30 PM, and 3:00-4:00 PM.

- Traveled to Austin for the Texas Tribune Festival and participated in a panel discussion titled; ***"Why Early College High School Works."*** Joining me on the panel were: Wynn Rosser, Executive Director, Greater Texas Foundation; David Watts, President, The University of Texas of the Permian Basin; Victor Saenz, Associate Professor, Department of Educational Administration, College of Education, The University of Texas at Austin; William Serrata, President, El Paso Community College; and Daniel King, Superintendent, Pharr-San Juan-Alamo Independent School District. The event began on Friday, September 19th thru Sunday, September 21st and took place at the AT&T Conference Center in Austin.
- Traveled to Dallas on Sunday, September 21st for the Pathways to Progress Summit held at The Fairmont Hotel. On Monday, September 22, I participated in a Plenary Session entitled ***Texas Completes, Building Pathways for Students*** with my Texas colleges, President Steve Head, LoneStar College System, President Richard Rhodes, Austin Community College, and President Bruce Leslie, Alamo Colleges.
- Attended and participated in the Board Committee meetings: Education and Workforce Innovation, Facilities Committee, and Finance & Human Resources Committee.
- Coordinated the agendas and back-up materials for the Education and Workforce Innovation Committee meeting, Facilities Committee meeting, Finance Committee meeting, Public Hearings, 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 August 26, 2014 thru September 23, 2014 included:
 - Update on Fall 2014 Enrollment
 - Paid
 - Non-Paid
 - Discussion of Edcouch-Elsa ISD Early College High School Ribbon Cutting
 - Discussion of Strategies to Fill Vacant Positions

- Call for Proposals for AACC
- Discussion of Grant Opportunities for Department of Labor Grants to Participate in New Job Training Opportunities
 - Health and Allied Healthcare with Doctors Hospital at Renaissance
 - Energy Industry: Exxon
 - Manufacturing: Toyota
- Discussion of Task Force to Develop Recommendations for Catering, Food Purchases, and Related Supplies
- Review of College Prep Checklist Developed by Sinclair College
- Review and Discussion of Base Period and Contact Hours for FY 2015-16 and FY 2016-17 Biennium
- Discussion of MOU with PSJA ISD
- Discussion of Kentucky State University on Drops for Student Non Payment
- Discussion of Board Presentation on Fall 2014 Enrollment and Enrollment Trends
- Review and Discussion of President's College-Wide Professional Development Day Presentation
- Update on Department of Labor Grant Opportunity
- Review and Discussion of HSI Grant Leadership Structure
- Discussion of Efforts to Organize Roll Back Election Against Voter-Approved Bond Election Tax Increase
- Discussion of Concerns at Starr County Campus
- Review of DRAFT Publication: **Working Together for Student Success: Year One Update of our Strategic Plan for 2013-2018**
- Review and Discussion of Information and Instructional Technologies Projects
- Presentation of Conflict Resolution Center Annual Report for 2012-2013
- Review and Discussion on \$2.5 Million HSI Grant
- Discussion of Internal Posting for Filling Vacant Positions
- Presentation and Discussion of Advising Training for PSJA
- Discussion of Task Force to Develop Recommendations to Economize on Catering, Food, and Supply Purchases from Auxiliary Budgets
- Update on Business Impact Analysis: Next Steps
- Discussion of Task Force to Develop Recommendations to Reduce Textbook Costs to Students
- Review and Discussion of Training Opportunities Provided by Texas Association of School Boards (TASB)
- Review of PDC Membership for FY 2014-2015
- Review of Meeting Calendar for FY 2014-2015
- Update on Fall 2014 Student Enrollment
- Review and Discussion of Faculty Student Engagement: Degree Progress Report Assignment
- Overview and Discussion of the Hispanic Serving Institution (HSI) Grant: STC in Focus
- Review and Approval of New Advanced Technical Certificate in Diagnostic Medical Sonograph
- Review of Program Development Brief for AAS in Welding

SAVE THE DATE:
Friday, September 26th
South Texas College Technology Campus
8:30 AM



*Education and Workforce
Development Committee
Minutes
September 11th, 2014*

**South Texas College
Board of Trustees
Education and Workforce Development Committee
Ann Richards Administration Building, Board Room
Pecan Campus
Thursday, September 11, 2014
@ 3:30 p.m.
McAllen, Texas**

MINUTES

The Education and Workforce Innovation Committee Meeting was held on Thursday, September 11, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:34 p.m. with Mrs. Graciela Farias presiding.

Members present: Mrs. Graciela Farias and Mr. Gary Gurwitz

Other Trustees present: Mr. Paul R. Rodriguez and Ms. Rose Benavidez

Members absent: Dr. Alejo Salinas, Jr.

Also present: Dr. Shirley A. Reed, Dr. Anahid Petrosian, Mr. Mario Reyna, Ms. Lee Grimes, Mr. Mike Carranza, Mr. Daniel Morales.

Approval of Minutes for July 10th, 2014 Committee Meeting

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Minutes for the Education and Workforce Development Committee meeting of July 10th, 2014 were approved as written. The motion carried.

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

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

The proposed meeting schedule for the Education and Workforce Innovation Committee was as follows:

<u>Weekday</u>	<u>Date</u>	<u>Meeting Time</u>
Thursday	September 11, 2014	3:30 p.m.
Tuesday	October 14, 2014	3:30 p.m.
Thursday	November 13, 2014	3:30 p.m.
Thursday	December 11, 2014	3:30 p.m.
Tuesday	January 13, 2015	3:30 p.m.
Thursday	February 12, 2015	3:30 p.m.
Thursday	March 19, 2015	3:30 p.m.
Thursday	April 16, 2015	3:30 p.m.
Thursday	May 14, 2015	3:30 p.m.
Thursday	June 11, 2015	3:30 p.m.
Thursday	July 09, 2015	3:30 p.m.
Thursday	August 13, 2015	3:30 p.m.
Thursday	September 10, 2015	3:30 p.m.

Education and Workforce Development Committee Meetings are generally scheduled for the second Thursday of each Month at 3:30 p.m. unless scheduling conflicts required a schedule adjustment.

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

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Education and Workforce Development Committee recommended Board approval of the meeting schedule as presented. The motion carried.

Presentation on Professional and Organizational Development Opportunities at South Texas College

Dr. Anahid Petrosian, Vice President for Academic Affairs, introduced Ms. Lee Grimes, Associate Dean of Professional and Organizational Development. Ms. Grimes presented on the many programs developed and maintained by the Office of Professional and Organizational Development.

The Office of Professional and Organizational Development provides a variety of academies and programs for faculty and staff in alignment with institutional initiatives and priorities, including:

- College-wide Events
- Faculty Development
- Staff Development
- Organizational Development

These programs provide many opportunities for faculty and staff to engage in professional, organizational and personal development. This focus on continual development contributes to the culture of highly-motivated and highly-skilled faculty and staff that makes South Texas College a world class institution.

In addition to the established programs, the Office of Professional and Organizational Development coordinates with college administration and staff to seek out opportunities to develop and offer customized workshops to provide focused training on an as-needed basis. This allows the College to meet its commitment to being dynamically responsive to the growing needs of its students, faculty, and staff.

The Committee expressed an interest in ideas on how the Board may be able to help incentivize participation in these professional and organizational development programs hosted by Ms. Grimes' department. Ms. Grimes thanked them for the support, and asked for time to consider how further incentives might be developed and integrated.

No action was requested. This item was for the Committee's information and feedback to staff.

Presentation on "T-STEM Challenge Scholarships" Funded by a Grant from the Texas Higher Education Coordinating Board

The Texas Higher Education Coordinating Board (THECB) awarded South Texas College a grant in the amount of \$263,160 to be used to provide 100 scholarships in the amount of \$2,500 to students with a Science, Technology, Engineering, or Math (STEM) major. This award was approved and accepted by the Board on August 26, 2014, and was the third and final award year under the current THECB T-STEM Challenge Scholarships program.

In 2011, the 82nd Legislature passed a bill to address the state's need to increase student interest in and completion of STEM programs. The THECB set up a grant to provide qualifying Texas public community and technical colleges with scholarship funding to incentivize students to enter and succeed in these programs.

These funds were provided to South Texas College with no requirement of cost sharing or fund matching. \$250,000 was awarded to students over FY 2014-2015, with a focus on underserved and low income students. In addition to the direct scholarship award, these students were required to participate in career readiness workshops that will help them develop their resume and interview skills and will teach them to use the STC Job board. The remaining \$13,160 helped defray program administration costs and services for scholarship recipients.

Mr. Miguel Carranza, Associate Dean for Student Financial Services and Veterans' Affairs, provided the Committee with a review of the program, and responded to questions regarding student selection, award, and program success.

No action is requested. This item is for the Committee's information and feedback to staff.

Presentation on Precision Manufacturing Technology

Dr. Anahid Petrosian, Vice President for Academic Affairs, introduced Mr. Daniel Morales, Chair, Precision Manufacturing Technology program.

The Precision Manufacturing Technology program at South Texas College was the first in the State of Texas to earn the National Institute for Metalworking Skills (NIMS) accreditation. This accreditation establishes the value of a South Texas College Associate Degree or Certificate in Precision Manufacturing Technology to the NIMS stakeholders base of over 6,000 metalworking companies nationwide.

The major trade associations in the industry have invested over \$7.5 million in private funds for the development of the NIMS standards and its credentials, including:

- Association for Manufacturing Technology,
- National Tooling & Machining Association,
- Precision Machine Products Association,
- Precision Metal-forming Association, and
- Tooling and Manufacturing Association.

These associations also contribute annually to sustain NIMS operations and were committed to the upgrading and maintenance of the standards.

In addition to discussing the NIMS credentialing, Mr. Morales provided the Committee with a review of the skills taught to students in the PMT program and reviewed the many efforts made to keep the training given to students immediately relevant to the trade skills needed for employability. Mr. Morales shared the various outreach efforts undertaken by his program that have led to a very successful placement strategy for graduates; the previous year 100% of the graduates found work in their field, and Mr. Morales was confident that future graduates would have just as much success.

This item was for the Committee's review and feedback to staff only, and no action was requested.

Adjournment

There being no further business to discuss, the Education Workforce Development Committee Meeting of the South Texas College Board of Trustees adjourned at 4:36 p.m.

I certify that the foregoing are the true and correct minutes of the September 11, 2014 Education and Workforce Development Committee of the South Texas College Board of Trustees.

Mrs. Graciela Farias
Chair

*Facilities Committee
Minutes
September 11th, 2014*

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus
Thursday, September 11th, 2014
@ 4:30 PM
McAllen, Texas**

MINUTES

The Facilities Committee Meeting was held on Thursday, September 11th, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:44 with Mr. Gary Gurwitz presiding.

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

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mr. Gerry Rodriguez, Mr. George McCaleb, Mrs. Becky Cavazos, Dr. Arturo Montiel, Ms. Maricela Silva, Mr. Gilbert Gallegos, Mr. Rolando Garcia, Ms. Diana Bravos, Mr. Steven McGarraugh, Mr. Cesar Gonzalez, Mr. Trey Murray, Mr. Michael Hovar, Mr. Eli Alvarado, Mr. Chris Sias, Mr. Lonnie King, and Mr. Andrew Fish

Approval of August 14, 2014 Facilities Committee Meeting Minutes

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez the Minutes for the Facilities Committee Meeting of August 14, 2014 were approved as written. The motion carried.

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

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

The proposed meeting schedule for the Facilities Committee was as follows:

<u>Weekday</u>	<u>Date</u>	<u>Meeting Time</u>
Thursday	September 11, 2014	4:30 p.m.
Tuesday	October 14, 2014	4:30 p.m.
Thursday	November 13, 2014	4:30 p.m.
Thursday	December 11, 2014	4:30 p.m.
Tuesday	January 13, 2015	4:30 p.m.
Thursday	February 12, 2015	4:30 p.m.
Thursday	March 19, 2015	4:30 p.m.
Thursday	April 16, 2015	4:30 p.m.
Thursday	May 14, 2015	4:30 p.m.
Thursday	June 11, 2015	4:30 p.m.
Thursday	July 09, 2015	4:30 p.m.
Thursday	August 13, 2015	4:30 p.m.
Thursday	September 10, 2015	4:30 p.m.

Facilities Committee Meetings were generally scheduled for the second Thursday of each Month at 4:30 p.m. unless scheduling conflicts required a schedule adjustment.

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

Upon a motion by Mrs. Graciela Farias and a second by Mr. Jesse Villarreal, the Facilities Committee recommended Board approval of the proposed Committee meeting schedule as presented. The motion carried.

Executive Session:

The South Texas College Board Facilities Committee convened into Executive Session at 4:45 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.071, Consultations with Attorney

1. Update on Status of 2013 Bond Construction Program

Open Session:

The South Texas College Board Facilities Committee returned to Open Session at 5:10 p.m. No action was taken in Executive Session.

Motion to Recess the Facilities Committee:

Facilities Committee Chair Mr. Gary Gurwitz anticipated the need to end the Facilities Committee meeting in time for the scheduled 5:30 p.m. Public Hearing and Special Board Meeting on the Proposed 2014 Tax Rate, and asked for a motion to recess the Facilities Committee at the appropriate time, to be resumed after other business was resolved.

Mr. Paul R. Rodriguez suggested that the Facilities Committee should resume after the Special Board meeting scheduled at 6:00 p.m., and immediately prior to the Finance and Human Resources Committee.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Facilities Committee agreed to recess at 5:30 p.m. and to reconvene after the Board meetings, and prior to the Finance and Human Resources Committee Meeting. The motion carried.

Facilities Committee Agenda Items Taken Out of Order:

Having established a limited window in which to complete remaining agenda items prior to the scheduled recess at 5:30 p.m., the Facilities Committee Chair took the following items out of order for Facilities Committee consideration and action:

Review and Recommend Action on Amendment to the Inter-local Agreement with the City of McAllen for the Nursing & Allied Health Campus Property

Approval of amendment to Inter-local Agreement with the City of McAllen for the Nursing & Allied Health Campus Property would be requested at the September 23, 2014 Board meeting.

In December 2010 the City of McAllen and STC approved an Inter-local agreement for the conveyance of 6.63 acres of land for STC's Nursing & Allied Health Campus in McAllen, Texas. The inter-local agreement included a requirement stating that STC would build a five story instructional facility on the property within five years.

With the completion of STC's district wide master plan and development of the 2013 Bond Program, a four story facility was proposed to be constructed on the 6.63 acre site. Since the proposed four story structure did not meet the requirements of the inter-local agreement, STC administration submitted a formal written request to the City of McAllen to allow STC to build a four story facility instead of the five story facility as identified in the agreement.

The City of McAllen approved the College's request for the four story facility and prepared an amendment to the inter-local agreement. A copy of the inter-local

agreement amendment was included in the Facilities Committee packet for review by the Board Facilities Committee.

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Facilities Committee recommended Board approval of the amendment to the Inter-local Agreement with the City of McAllen for the Nursing & Allied Health Campus 6.63 acre property as presented. The motion carried.

Review and Recommend Action on El Milagro Clinic Parking Lot License Agreement between El Milagro Clinic, the City of McAllen, and South Texas College for the Nursing & Allied Health Campus

Approval of El Milagro Clinic Parking Lot license agreement between El Milagro Clinic, the City of McAllen, and South Texas College would be requested at the September 23, 2014 Board meeting.

In November 2010 STC Board approved a license agreement for use of an 80 space vehicle parking lot located on the El Milagro Clinic property. The license agreement would expire in October, 2014 and a new agreement would need to be approved in order for STC to continue using the parking area.

El Milagro Director, Mrs. Grace Lawson, was contacted regarding this renewal and coordinated approval of the new agreement from the El Milagro Board and the City of McAllen who were co-owners of the property. A copy of the proposed license agreement which allowed for the use of the parking lot for two years and the option to renew for two additional years was included in the packet. Mrs. Lawson recommended that the previous annual amount of \$1,000 be increased to \$1,250 for use of the parking lot.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Jesse Villarreal, the Facilities Committee recommended Board approval of the El Milagro Clinic Parking Lot license agreement between El Milagro Clinic, the City of McAllen, and South Texas College. The motion carried.

Review and Recommend Action on Contracting Construction Services for the Pecan Campus Buildings A, G, H, and X Electrical Disconnects

Approval to select a contractor for the Pecan Campus Buildings A, G, H, and X Electrical Disconnects would be requested at the September 23, 2014 Board meeting.

In January 2014, the Board approved design services with ACR Engineering to prepare plans and specifications for these electrical disconnects. Funds for electrical

disconnects to replace the existing electrical disconnects which had met their lifecycle and were a recurring maintenance problem were included in the FY 2014-2015 construction budget are.

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 on August 11, 2014. A total of two (2) proposals were received on September 3, 2014.

Timeline for Solicitation of Competitive Sealed Proposals	
August 11, 2014	Solicitation of competitive sealed proposals began.
September 3, 2014	Two (2) proposals were received.

Staff evaluated these proposals and included a proposal summary in the packet. It was recommended that the top ranked contractor be recommended for Board approval. Funds were budgeted in the FY 2014-2015 Construction budget for this project.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Facilities Committee recommended Board approval to contract construction services with Metro Electric in the amount of \$101,121 for the Pecan Campus Buildings A, G, H, and X Electrical Disconnects project as presented. The motion carried.

Review and Recommend Action on Contracting Construction Services for the Technology Campus Cooling Tower Replacement

Approval to select a contractor for the Technology Campus Cooling Tower Replacement would be requested at the September 23, 2014 Board meeting.

In February 2014, the Board approved design services with Halff Associates to prepare plans and specifications for replacement of one HVAC cooling tower. Funds for the cooling tower replacement were included in the FY 2014-2015 construction budget.

Proposals were previously received and rejected due to cost exceeding the project budget. The Board of Trustees previously approved the rejections of proposals and authorized staff to work with the project engineer to value engineer and re-solicit proposals in an effort to reduce costs.

STC staff and engineers with Halff Associates revised the project plans and specifications and re-solicited competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on August 11, 2014. A total of two (2) sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of two (2) proposals were received on August 26, 2014.

Timeline for Solicitation of Competitive Sealed Proposals	
August 11, 2014	Solicitation of competitive sealed proposals began. Two (2) sets of construction documents were issued.
August 26, 2014	Two (2) proposals were received.

Staff evaluated these proposals and included a proposal summary in the packet. It was recommended that the top ranked contractor be recommended for Board approval. Funds have been budgeted in the FY 2014-2015 Construction budget for this project.

This project exceeded the \$300,000 construction cost limitation used when contracting MEP Engineering services from the current pool of approved firms. All estimates prepared by the project engineer and STC staff before the solicitation of proposals indicated that construction cost would be less than \$300,000. Based on the work completed through the meeting including design, solicitation of proposals, rejection of proposals, re-design, value engineering and re-solicitation of proposals, staff recommended approving the best values proposal as determined through the re-solicitation and evaluation process.

Upon a motion by Mrs. Graciela Farias and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to contract construction services with Pro Tech Mechanical in the amount of \$396,000 for the Technology Campus Cooling Tower Replacement project as presented. The motion carried.

Review and Recommend Action on Rejecting Construction Proposals for the Nursing & Allied Health Campus Parking Lot Expansion and Entry Drive

Approval to reject construction proposals for the Nursing & Allied Health Campus Parking Lot Expansion and Entry Drive would be requested at the September 23, 2014 Board meeting.

In May 2014, the Board approved design services with Perez Consulting Engineers (PCE) to prepare plans and specifications for the Nursing & Allied Health Campus Parking Lot Expansion and Entry Drive. Included in the FY 2013-2014 construction budget are funds in the amount of \$540,000 for construction of the new parking lot.

STC staff worked with PCE to prepare and issue the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began August 4, 2014. A total of six (6) proposals were received on August 21, 2014.

For the following reasons, staff recommended Board approval to reject the current proposals and allow staff to work with PCE to value engineer, determine where costs can be reduced, and re-solicit construction proposals.

1. Proposals received are significantly above the available budget
2. Lowest cost proposal ranked 4th after evaluations due to poor response to proposal questionnaire
3. The range of costs from all proposals received has a large deviation

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Jesse Villarreal, the Facilities Committee recommended Board approval to reject construction proposals, require that PCE redesign to effectively reduce cost, and re-solicit proposals for the Nursing & Allied Health Campus Parking Lot Expansion and Entry Drive project as presented. The motion carried.

Review and Recommend Action on Substantial or Final Completion of the Following Projects

Approval of substantial or final completion and release of final payment for the following projects would be requested at the September 23, 2014 Board meeting:

	Projects	Substantial Completion	Final Completion	Documents Attached
1.	Starr County Campus Parking Lot 5 Lighting and South Drive Lighting Improvements	Recommended	Estimated October 2014	Certificate of Substantial Completion
2.	Pecan and Starr County Campus Repainting of Exterior Stucco Walls	Previously Approved	Recommended	Final Completion Letter

1. Starr County Campus Parking Lot 5 and South Drive Lighting Improvements

It was recommended that substantial completion for this project with Zitro Electric be approved.

Engineers with ACR 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 August 28, 2014. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. A copy of the Substantial Completion Certificate was included in the packet.

Zitro Electric 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 October 2014 Board meeting.

2. Pecan and Starr County Campus Repainting of Exterior Stucco Walls

It was recommended that final completion for this project with Alpha Building Corporation be approved.

Final Completion including punch list items were accomplished as required in the Owner/Contractor agreement for this project. It was recommended that final completion and release of final payment for this project with Alpha Building Corporation be approved. The original cost approved for this project was in the amount of \$145,475.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$210,000	\$145,475	\$3,676.56	\$149,151.56	\$141,693.98	\$7,457.58

On August 27, 2014, STC Planning & Construction Department staff inspected the site to confirm that all punch list items were completed.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the substantial or final completion and release of final payment of the projects as presented. The motion carried.

Recess and Reconvening of the Facilities Committee

The Facilities Committee recessed at 5:24 p.m., to allow for the Public Hearing and Special Board Meeting on the Proposed 2014 Tax Rate.

The Facilities Committee reconvened at 6:23 p.m. and discussed the following items:

Update on Status of 2013 Bond Construction Program

Mr. Gilbert Gallegos with Broaddus & Associates provided a brief review and update on the status of the 2013 Bond Construction Program, as follows:

Facilities Space Programs (Building Interior Spaces)

- B&A is working with STC to update the facilities space programs for the future libraries
- Current facilities space programs have been forwarded to B&A for their review, recommendations, and use to begin work on Bond Construction Program
- Goal is to have all space programs ready to hand over to architects in September 2014

Construction Program Management Firm

- Broaddus & Associates (B&A) contract has been executed

Facilities Design Standards and Guidelines

- FPC staff is currently working to update building standards and will forward the recommended standards to B&A for review and consideration
- Goal is to have these standards updated by September 2014

Solicitation of Architectural and Engineering Firms

- Seventeen A/E firms submitted statements of qualifications on August 22, 2014
- Evaluation team has completed evaluations of A/E qualification and results will be presented to the Board Facilities Committee on September 11, 2014
- A/E contract draft is currently in review and editing
- Fee Schedule-STC's currently approved A/E fee schedule has been reevaluated by B&A. Fees have been benchmarked against other College systems and a recommendation for any changes will be presented by B&A to the Committee for consideration

Solicitation of Engineering Firms

- RFQ's for Civil Engineering (CE)/Surveying Services and for Mechanical Engineering Plumbing (MEP) Services were Board approved in August; these services will be required for design of Thermal Plants and Parking and Site Improvements
- The proposed schedule for solicitation and evaluation of MEP and CE qualifications is as follows:
 - They have been advertised on September 2, 2014 and September 9, 2014 and a pre qualifications conference will be held at 2:00 PM on September 11, 2014 at the Cooper Center
 - Engineering firms will submit qualifications on Friday, September 19, 2014 and evaluations will begin September 22, 2014
 - Evaluation results will be presented to the Board Facilities Committee in October 2014

Look Ahead

- Program Confirmation in progress
 - Design Standards and Guidelines Review
 - Macro BIM Start-up
- Confirm Project Priorities in progress
- Baseline Master Program Schedule is complete and will be updated as the Architects' contracts are negotiated
- A/E Selection-RFQ Responses have been evaluated and recommendations are attached for your review and comment
- Construction Managers at Risk Firms will be selected in November 2014
- AV/Telecommunication Consultant proposal will be submitted in early September for consideration
- Owner In-site project management software set-up and training in progress
- Responsibility Matrix to be presented at the October 9, 2014 Facilities Committee Meeting
 - Delegation
 - Board Expectations
- Establish Communication Protocol/Reporting
 - Board
 - Staff
 - Internal
- Total Project Budget Confirmation in progress
- Future Presentations
 - Project Delivery
 - Volume Procurement

Review and Recommend Action on Short List of Architectural Firms and Assignments of Construction Projects for the 2013 Bond Construction Program

Approval of Short list of architectural firms and assignments of construction projects would be requested at the September 23, 2014 Board meeting.

Broaddus & Associates representatives along with STC staff attended the September 11, 2014 Facilities Committee meeting to provide an update on the evaluation of architect firms' statements of qualifications submitted for the 2013 Bond Construction Program.

On August 22, 2014 a total of seventeen (17) submittals were received in response to STC's solicitation of qualifications from architects for the 2013 Bond Construction Program. A team consisting of three Broaddus & Associates representatives and seven STC staff members has completed the evaluations of the submittals.

Evaluation of the architect's qualifications has been completed and Broaddus & Associates has prepared a recommendation on how the Bond construction projects could be assigned to firms based on evaluation of the information provided. This recommendation is based on the following general requirements:

1. Overall evaluation of each firm's qualifications, experience, and references
2. Ranking of each firm after evaluations as identified by each firm
3. Each firm's unique experience and areas of specialization
4. Each firm's capacity to manage each project size
5. Project preferences

Broaddus & Associates provided spread sheets summarizing the information gathered during the evaluation team's review and the proposed project assignments resulting from the evaluations. The Committee reviewed the recommended firms and project assignments and discussed alternative project assignments.

The Facilities Committee amended the recommendations made by Broaddus & Associates, and established the following recommended selection of architectural firms and assignment of 2013 Bond Construction Program projects. Mr. Gallegos agreed that the proposed changes were reasonable and that the identified architectural firms were highly qualified to complete the assigned projects.

<u>2013 Bond Program Project</u>	<u>Recommended Architect</u>
Pecan Campus - STEM Building	Boultinghouse Simpson Gates Architects
Pecan Campus - Student Activities Building and Cafeteria	The Warren Group Architects
Pecan Campus - North Academic Building	PBK Architects
Pecan Campus - South Academic Building	Boultinghouse Simpson Gates Architects
Mid Valley Campus - Health Professions and Science Building	ROFA Architects
Mid Valley Campus - Workforce Training Center Expansion	EGV Architects
Mid Valley Campus - Student Services Building Expansion	ROFA Architects
Mid Valley Campus - Library Expansion	Mata Garcia Architects, LLP
Technology Campus - Southwest Building Renovation	EGV Architects

Starr County Campus - Health Professions and Science Building	Mata Garcia Architects, LLP
Starr County Campus - Library	Mata Garcia Architects, LLP
Starr County Campus - Student Services Building Expansion	Mata Garcia Architects, LLP
Starr County Campus - Student Activities Building	Mata Garcia Architects, LLP
Starr County Campus - Expansion and Workforce Training Center Expansion	EGV Architects
Nursing & Allied Health Campus Expansion	ERO Architects
La Joya Jimmy Carter Teaching Site Training Labs Improvements	EGV Architects
Regional Center for Public Safety Excellence	postpone pending property procurement

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Gary Gurwitz, the Facilities Committee recommended Board approval to select the recommended firms and confirm the project assignments as described. The motion carried.

Review and Recommend Action on Architectural and Engineering Services Fee Schedule

Approval of revised fee schedules for architectural and engineering services would be requested at the September 23, 2014 Board meeting.

Broadus & Associates was asked to re-evaluate STC's current fees schedule and provide recommendations on updating the fee schedule if they determined it was appropriate. As a result of their evaluation, B&A determined that some modifications were warranted and would be beneficial to STC. B&A's evaluation of these fees included a comparison with other public institutions located locally and in other parts of the state.

Tables were provided for review and consideration by the Facilities Committee and included the following:

1. Summary of fees from other public institutions
2. List of previous fees and proposed fees schedule

Ms. Diana Bravos from B&A attended the September 11, 2014 Board Facilities Committee meeting to review this information and addressed questions by the Committee.

At the Facilities Committee, Mr. Paul R. Rodriguez asked whether the fee schedule would apply only to the 2013 Bond Construction Program projects, or whether the recommendation was for the Board to adopt this for all construction projects at South Texas College. Mr. Gilbert Gallegos with Broaddus & Associates agreed that this schedule could apply to all projects. Mr. Gerry Rodriguez, STC Director of Facilities Planning & Construction, agreed that STC's staff provided services comparable to those offered by the Construction Program Management services performed by Broaddus & Associates for the 2013 Bond Construction Program, and that the fee schedule could be applied to all projects undertaken at South Texas College.

Mr. Paul R. Rodriguez then noted that the proposed revision did not include portable buildings, which were included in the previous schedule.

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the revised fee schedule for architectural and engineering services as presented. The motion carried, with Mr. Paul R. Rodriguez abstaining from the vote.

Review and Discussion on Standard Contract for Architectural and Engineering Services for 2013 Bond Construction Program

Mr. Gilbert Gallegos informed the Committee that he would provide an update on the procurement methods for construction services at the October 2014 Board meeting. At that time staff would solicit Board authorization of appropriate procurement methods, and that would influence the contracts negotiated with architects for 2013 Bond Construction Program projects.

This item was for the Committee's information and no action was taken.

Update on Status of Construction Projects

The Facilities Planning & Construction staff prepared a design and construction update, which was included in 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 voiced.

Adjournment

There being no further business to discuss, the Facilities Committee Meeting of the South Texas College Board of Trustees adjourned at 7:20 p.m.

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

Mr. Gary Gurwitz, Chair

*Finance & Human
Resources Committee
Minutes
September 11th, 2014*

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

Minutes

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

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

Other Trustees Present: Mr. Gary Gurwitz

Members absent: Dr. Alejo Salinas, Jr.

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

Executive Session:

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

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

Open Session:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- Diaz Floors & Interiors (Pharr, TX)
 - Lowe's #1702 (Pharr, TX)
 - McCoys Building Supply (Pharr, TX)
 - Pro Build (McAllen, TX)
- 17) Online Books and Videos Database Subscription (Renewal):** renew the online books and videos database subscription with ProQuest, LLC. (Chicago, IL), a sole source vendor, for the period beginning November 1, 2014 through October 31, 2015, at a total cost of \$13,925.00;
- 18) TexShare Library Database Program Participation (Renewal):** renew the TexShare library database program participation with Texas State Library and Achieves Commission (Austin, TX), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of \$17,051.00. This fee is paid in advance and the vendor requires payment by October 31, 2014;
- 19) Time Clock Maintenance Agreement (Renewal):** renew the time clock maintenance agreement with Troncoso's Time & Attendance (Pharr, TX), a sole source vendor, for the period beginning December 1, 2014 through November 30, 2015, at a total cost of \$21,738.00;
- 20) Welding Supplies (Renewal):** renew the contracts for welding supplies for the period beginning October 1, 2014 through September 30, 2015, at an estimated cost of \$100,000.00 with the following vendors;
- Airgas USA, LLC. (McAllen, TX)
 - Alamo Iron Works (Brownsville, TX)
 - Matheson Gas Products (San Benito, TX)
 - Weldinghouse, Inc. (Pharr, TX)
- 21) Facility Usage Interlocal Agreements (Lease/Rental):** lease/rental facility usage interlocal agreements with the City of McAllen – McAllen Convention Center (McAllen, TX) for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$27,912.00.

SUMMARY TOTAL:

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

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

Review and Recommend Action on Disposal of Surplus Property

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

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

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

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

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

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

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

Review and Recommend Action on Vendor for Operation of College Bookstore

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

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

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

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

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

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

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

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

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

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

Adjournment

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

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

Dr. Alejo Salinas, Jr.
Chair

Announcements

A. Next Meetings:

- Education and Workforce Development Committee Meeting, Tuesday, October 14th, 2014 at 3:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Facilities Committee Meeting, Tuesday, October 14th, 2014 at 4:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Finance and Human Resources Committee Meeting, Tuesday, October 14th, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Regular Meeting of the Board of Trustees, Tuesday, October 28th. 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas

B. Other Announcements:

- The 9th *Annual A Night with the Stars* will be held Thursday, October 9, 2014 from 6:00 p.m. thru 9:00 p.m. at the Corinthian Banquet & Special Event Center, 1516 E. Expressway 83, Suite A, Mission, Texas.
- The ACCT 2014 Leadership Congress will take place Wednesday, October 22, 2014 thru Saturday, October 25, 2014 in Chicago, IL.