

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, December 16, 2014 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

AGENDA

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

- I. Call Meeting to Order
- II. Determination of Quorum
- III. Invocation
- IV. Public Comments
- V. Presentations..... 1
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A.	Next Meetings:	
	• <u>Tuesday, January 13, 2015</u>	
	➤ 3:30 p.m. – Education and Workforce Development Committee Meeting	
	➤ 4:30 p.m. – Facilities Committee Meeting	
	➤ 5:30 p.m. – Finance and Human Resources Committee Meeting	
	• <u>Tuesday, January 27th, 2015</u>	
	➤ 5:30 p.m. – Regular Meeting of the Board of Trustees	
B.	Other Announcements:	
	• Board Holiday Dinner, Tuesday, December 16, 2014 at 7:30 p.m., <i>Patio On Guerra</i> , 116 S 17th St., McAllen, Texas.	
	• The College will be closed December 18 th . 2014 – January 4 th , 2015 for Winter Break.	
	• Some offices providing Student Services will be open on a revised schedule during this period to allow students to prepare for the Spring 2015 semester.	
	• The Office of the President will be open to conduct Board business on Monday, December 22, 2014 during normal business hours.	

Presentations

Presentation on the South Texas College December 2014 Commencement

Mr. Matthew Hebbard, Dean of Enrollment Services and Registrar, will present on the December 2014 Commencement Ceremony. At the Board meeting, Mr. Hebbard will provide a review of the Commencement Ceremony, which will have taken place two days prior, on Sunday, December 14, 2014.

This commencement ceremony is necessary due to the increasing number of South Texas College graduates each year. This December Commencement will allow the College to recognize students who complete their programs in a fall semester and will provide their families an opportunity to celebrate their successes without waiting for the Spring ceremony.

Mr. Hebbard will provide a post-ceremony review of the number of participating graduates, and the planning and activities that went into this excellent new tradition for South Texas College's students "in the making!"

Presentation on the South Texas College Mariachi Ensemble and Drum Line Ensemble

Mr. Bill Buhidar, Department Chair of Visual Arts and Music, will present on South Texas College's two newest musical ensembles:

- South Texas College Mariachi
- South Texas College Drum Line

The South Texas College Music Department supports a variety of music ensembles in addition to the individual music lessons music majors receive as a part of their training. The department, which has articulation agreements with UTPA and UTB, awards Associate degrees that complete the first two years of foundational music studies needed for completion of a Bachelor's degree in music education or music performance at a major university.

As of this Fall 2014 South Texas College has over 300 Music Majors officially listed as students. The exponential growth these last three years has come about through serious recruiting efforts with area high schools and the growing reputation of quality music instruction and preparation found in the South Texas College Music Department.

The department ensembles include:

- STC Jazz Ensemble,
- STC Choir,
- STC Guitar Ensemble,
- STC Percussion Ensemble,
- STC Brass Ensemble, and
- STC String Ensemble.

Added to the Music Program ranks are the recent additions of the South Texas College Mariachi and the South Texas College Drum Line. Both new ensembles were featured at a showcase performance on Tuesday, December 2nd, 2014 at the Cooper Center for Performing Arts.

Approval of Minutes

The following Minutes are submitted for Board approval:

1. November 20, 2014 Regular Board Meeting

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and adopt the Minutes for the November 20, 2014 Regular Board Meeting as presented.

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

The Board of Trustees of South Texas College approves and adopts the Minutes for the November 20, 2014 Regular Board Meeting as presented.

Approval Recommended:

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

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR BOARD MEETING
Thursday, November 20, 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 Thursday, November 20, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:42 p.m. with Dr. Alejo Salinas, Jr., Vice Chair, presiding.

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

Members absent: Mr. Roy de León and Mr. Jesse Villarreal

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Dr. Anahid Petrosian, Dr. David Plummer, Mr. Gerry Rodriguez, Mrs. Becky Cavazos, Mr. Daniel Ramirez, Mr. Matthew Hebbard, Mr. George McCaleb, Ms. Laura Talbot, Mr. Mike Carranza, Mrs. Melba Trevino, Ms. Crystal Bird, Ms. Eunice Saucedo, Ms. Alicia Gomez, Dr. Ety Bischoff, Dr. Ali Esmaeili, Mr. Rick De La Garza, Ms. Merrie Van Loy, Mr. Gilbert Gallegos, Mr. Rolando Garcia, Ms. Diana Bravos Gonzalez, Ms. Eileen Leeds, Mr. Gus Martinez, Ms. Esmeralda Flores, Ms. Kareema Anany, and Andrew Fish.

Determination of a Quorum

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

Invocation:

Mr. Matthew Hebbard, Dean for Enrollment Services and Registrar, said the invocation.

Public Comments:

Ms. Merrie Van Loy spoke regarding ADA accessibility issues at South Texas College Campuses. She informed the Board of difficulties she has noticed with mobility and access at STC Campuses, particularly the Mid Valley Campus, and gave specific examples and proposed solutions.

Ms. Kareema Anany spoke to the Board, indicating that she was a former South Texas College dual enrollment student through La Joya ISD. She stated that she had documentation that she had enrolled in English 1301 and English 1302 as a dual enrollment student, but did not receive credit. Ms. Anany stated that she has transferred to another institution, and requires these hours to graduate. She informed the Board that she has previously spoken with individual Trustees regarding this matter, and thanked them for their time.

There were no further Public Comments.

Presentations

Presentation on December 2014 Commencement Ceremony

Mr. Matthew Hebbard, Dean of Enrollment Services and Registrar, presented on the December 2014 Commencement Ceremony and answered questions from the Board. This ceremony will be held on Sunday, December 14, 2014 at the McAllen Convention Center, 700 Convention Center Blvd., McAllen at 3:00 p.m.

This commencement ceremony was necessary due to the increasing number of South Texas College graduates each year. This December Commencement will allow the College to recognize students who complete their programs in a fall semester and will provide their families an opportunity to celebrate their successes without waiting for the Spring ceremony.

Presentation on Launch of “In the Making” Campaign

South Texas College launched its “*In the Making*’ marketing campaign, as designed by Richards/Carlberg of Houston.

Mr. Daniel Ramirez, Director of Public Relations and Marketing, provided a presentation on this exciting new campaign, designed to better inform potential students and their families about the opportunities available through South Texas College. Mr. Ramirez shared the new logo, described the campaign and the thought process that went into its development, and then shared images of billboards, radio ads, television ads, movie theater ads, and online/digital ads that were part of the campaign.

These presentations were for the Board’s information and feedback to staff, and no action was taken.

Approval of Minutes

The following Minutes were submitted for Board approval:

1. Amendment to September 23, 2014 Regular Board Meeting Minutes
2. October 28, 2014 Special Board Meeting
3. October 28, 2014 Regular Board Meeting

The September 23, 2014 Regular Board Meeting Minutes were approved at the October 28, 2014 Regular Board Meeting. Staff requested that they be amended to specifically include the contract award term for the Bookstore vendor. The amendment added a statement specifying the award term, and was highlighted in the packet for the Board’s review and consideration.

Upon a motion by Ms. Rose Benavidez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and adopts the Minutes for Board Meetings as written. The motion carried.

Approval and Authorization to Accept Grant Award(s)

Authorization to accept and approve the following grant awards and use of related funds as authorized by each grant was requested:

1. Additional Funding of \$31,120 for the “Child Development Associate Credential” Grant from Workforce Solutions

Authorization is requested to accept \$31,120 in additional funding to increase the original grant, originally funded for \$35,9404. The total “Child Development Associate Credential” Grant from Workforce Solutions would be \$67,024 for the beginning December 1, 2014, through December 31, 2015.

As part of this grant program, STC will provide Child Development Associate (CDA) Credentialing courses during Spring 2015 and Fall 2015 to serve an additional 18 students. The original grant funding was for 12 students, the additional funds will serve a total of 40 students.

Grant funds of \$67,024 would be used for CDA courses, preparation of reports, and other activities related to this grant.

This grant meets South Texas College’s Strategic Direction One for Clear Pathways. “South Texas College provides students with clear pathways.....leading to relevant employment...” The students who complete the CDA Credentialing will be prepared for employment as child care center directors with a Head Start Program or in any licensed child care program.

2. The Texas Workforce Commission’s “Nursing Mentorship Program” Grant in the Amount of \$146,487

Authorization is requested to accept the “Nursing Mentorship Program” Grant from Texas Workforce Commission beginning November 2014, through May 31, 2016, in the amount of \$146,487.

Funds would be used to identify and train preceptors from local acute care hospitals to provide guidance for the students of South Texas College’s Associate Degree Nursing (ADN) Program in medically underserved areas (MUA) or medically underserved populations.

This grant gives South Texas College an opportunity to work with local healthcare providers to work with experienced nurses, who will serve as Preceptors to South Texas College’s Nursing students to enhance their learning experience. This grant will serve to encourage underserved and low-income students to persist in their nursing studies.

This grant meets South Texas College's strategic goal for promoting additional educational opportunities.

3. Reallocated Funds of \$91,484 for the Carl Perkins Basic Grant from the Texas Higher Education Coordinating Board

Authorization is requested to accept reallocated funds for the *Carl Perkins Basic Grant* award in the amount of \$91,484 for the period of September 1, 2014 to August 31, 2015 from the Texas Higher Education Coordinating Board. Authorization is requested to approve instructional resources and software, professional development, program promotion and other expenditures as approved by the entire awarded grant amount, totaling \$1,443,838.

Carl Perkins funds are awarded to community and technical colleges to improve graduation, retention, access, quality, and expansion of Career and Technical Education programs. This grant heavily supports STC's Strategic Directions One and Two: Clear Pathway, as well as Access and Success. Twenty-eight (28) Career and Technical Education instructional programs have been selected from the Divisions of Nursing and Allied Health; Business and Technology; and Liberal Arts & Social Sciences for improvement with these funds. In addition, in support of Career and Technical Education programs and students, funds will also be provided to the Academic Affairs, Student Affairs & Enrollment Management and Continuing and Professional Workforce Education areas.

The approved grants will provide up to \$269,091 in additional funding for the College to provide services and opportunities throughout the region.

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

Review and Action as Necessary on the Approval of New Proposed Advanced Technical Certificate in Diagnostic Medical Sonography

The Board was asked to approve the proposed new Advanced Technical Certificate in Diagnostic Medical Sonography program.

Advanced Technical Certificates

Advanced Technical Certificates are workforce education programs designed to provide advanced training to a student who already holds an associate or baccalaureate degree. It must be focused and clearly related to the prerequisite degree, and must meet industry or other external agency requirements.

South Texas College developed its first proposed Advanced Technical Certificate Program, and administration requested the recommendation of the Education and Workforce Development Committee for Board approval to implement the program as described below.

Advanced Technical Certificate in Diagnostic Medical Sonography

This advanced technical certificate was designed to offer further specialization to students who already hold an Associate Degree in Radiologic Technology and were pursuing further career advancement in that allied health field.

This program was an extension of the current Radiologic Technology Program offered by South Texas College, and as such required students to hold an Associate of Applied Science Degree in Radiologic Technology and current certification through the American Registry of Radiologic Technologist.

Students would learn the fundamentals of ultrasound physics and instrumentation and would receive clinical and practicum training to apply learned concepts in various medical facilities. Upon completion, students would receive an Advanced Technical Certificate in Diagnostic Medical Sonography.

The Board packet included:

- The Program Summaries;
- Expected Enrollment;
- Occupational Needs in the region, state, and nation;
- Estimated Wages;
- Proposed Degree Plan;
- Course Descriptions; and
- Overview of Advanced Technical Certificates.

The program start-up costs were offset by the generous donations of two sonogram units, one from Doctors' Hospital at Renaissance, Radiology Department, and the other from Sammy and Gracie Chong, owners of Valley Angels Home Health in Brownsville, Texas.

Perkins Grant funding was also available to provide \$123,000 in additional costs. The Operating Costs and Revenue Projects summary was provided within the packet.

The Education and Workforce Development Committee recommended Board approval of the proposed new Advanced Technical Certificate in Diagnostic Medical Sonography program 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 proposed new Advanced Technical Certificate in Diagnostic Medical Sonography program as presented. The motion carried.

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) November 13, 2014 Meeting

a) Review and Action as Necessary on Approval to Develop an Associate of Applied Science Degree in Welding Technology Program

The Education and Workforce Development Committee approved the development of an Associate of Applied Science Degree in Welding Technology Program.

Students would learn welding skills, including basic metallurgy and inspection procedures, appropriate for a career in manufacturing, ship building, oil refinement and processing, nuclear and wind energy, aerospace, and motorsports industries.

Students would be encouraged to consider continuing through the Certificate programs currently offered, to obtain an associate degree. The degree program would also be available to working professional welders, who may be interested in rounding out their education or transitioning into other opportunities, such as management or teaching.

With the Committee's approval, staff will now develop the Associate of Applied Science Degree in Welding Technology Program. Once developed, the program will be brought back to the Education and Workforce Development Committee for recommendation to the Board, and then to the Board for approval to implement the proposed new Associate of Applied Science Degree in Welding Technology Program at South Texas College.

b) Report on the Mission Economic Development Authority Scholarship Fund

Mr. Miguel Carranza, Dean for Student Financial Services, Testing, and Veterans' Affairs, provided a report on the Mission Economic Development Authority (MEDA) Scholarship Fund, which provides scholarships to students living in the City of Mission.

Background on the MEDA Scholarship Fund

On August 29, 2014, the South Texas College Board of Trustees approved and authorized the acceptance of the Mission Economic Development Authority (MEDA) Scholarship Fund Endowment Agreement, which established a trust in excess of \$3 million, with Edwards Jones Trust Company as the sole Trustee and with South Texas College as the sole beneficiary, with funds to be used to establish and offer scholarships as described.

Scholarships Award History

Mr. Carranza provided the award history through Fall 2014, and included a review of the demographics of recipients.

Awards were distributed on a semester-by-semester basis to qualified students, based upon their course load for a particular semester:

- \$400 for 6 credit hours
- \$600 for 9 credit hours
- \$800 for 12 credit hours

In the 2013-2014 academic year, 47 students from Mission received support from this fund, in the total award amount of \$64,800:

- 22 of those students have graduated;
- 15 have continued receiving MEDA Scholarship funding in Fall 2014;
- 4 have continued attending South Texas College, but were taking fewer than six credit hours;
- 1 has transferred to UTPA; and
- The remaining 5 students did not continue in Fall 2014.

In Fall 2014, \$59,000 had been awarded to 86 students, marking dramatic increase over the Fall 2013 disbursement by \$33,800.

Mr. Carranza introduced Ms. Kayla Castillo, a work study in his department who is also a City of Mission resident and a recipient of the MEDA Scholarship. Ms. Castillo shared that the assistance provided by this scholarship has been very important in enabling her to attend South Texas College, and expressed her gratitude for the opportunity it provides her.

2) October 14, 2014 Meeting

a. Presentation on the Study Abroad Programs at South Texas College

Dr. Anahid Petrosian, Vice President for Academic Affairs, introduce Dr. Ali Esmaeili, Dean for Math, Science, Bachelor Programs, and University Relations. Dr. Esmaeili introduced Ms. Delia Magdaleno, Chair of the World Languages Department, Coordinator for the Study Abroad Program for the University Relations department.

Ms. Magdaleno provided the Committee with a review of the Summer 2014 Study Abroad Program, which included a student trip to Seville, Spain.

This presentation included a review over:

- the Summer 2014 Study Abroad Program,
- Study Abroad Program Curriculum

- an overview of the student experiences provided in these programs, and
- a look ahead at the plans for Summer 2015.

Study Abroad Program provide excellent opportunities for students to earn college credit while experiencing international locales that highlight the artistic, literary and historical significance of related cultures.

The 2014 STC Study Abroad Program in Seville, Spain was available for a package cost of \$4,100 per student. The fifteen day program included excursions to Seville, Granada, Córdoba, and Madrid. The package included airfare, lodging, meals, medical insurance, tuition and fees for one course (students could elect to take one additional course), and excursions. Students were individually responsible for their full costs, and payment plans were offered to help students meet this responsibility.

Curriculum for the courses taught as part of the Study Abroad Program was tied to the same course objectives as those taught traditionally. Students were held to the same rigor, and between two weeks abroad and two further weeks at the College upon their return, they were required to fully complete course requirements before credits were awarded.

b. Review and Presentation on the US Department of Education Grant “STC In FOCUS – Focus on Creating Ultimate Student Success”

Dr. Anahid Petrosian, Vice President for Academic Affairs, introduced Ms. Lee Grimes, Associate Dean of Professional and Organizational Development to present on the “STC In Focus – Focus on Creating Ultimate Student Success” Grant from the US Department of Education.

This grant was issued under the “Hispanic Serving Institutions” Title V Grant program, and would help South Texas College further develop and implement programs to provide greater access and student success in this region. The grant would be disbursed over five years, and would total approximately \$2.5 million over that period.

The grant would fund the development of Active Learning Classrooms, including the FOCUS Academy preparation to help faculty best use this innovative strategy to increase student participation and success. It would also provide for furniture and technology to enhance the Active Learning Classroom experience for students.

The grant would also fund strategic improvements to the faculty advising program, including the hiring of a Faculty Advising Coordinator and the development and implementation of a new Faculty Advising Program.

The third aspect of the grant was the development of new technology infrastructure to help broadcast face-to-face classes online and campus-to-campus. This will help students at the Starr County Campuses access the Nursing & Allied Health programs without the need for a regular commute.

Ms. Grimes provided detail on each of the programs supported by this FOCUS Grant, and responded to questions and comments on this exciting opportunity to provide innovative opportunities for the College’s students.

These items were included for the Board’s information and feedback to staff, 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 was requested.

An item recommended by the Finance and Human Resources Committee was removed prior to presentation to the Board. It was presented to the Committee as:

- 17. Science Database Subscription (Renewal): renew the science database subscription with Elsevier BV (New York, NY), a sole source vendor, for the period beginning January 1, 2015 through December 31, 2015, at a total cost of \$20,349.26;

This item was included in 12)Library Database Subscriptions (Renewal), as presented.

- 1) Fire Suppression Systems Service and Alarm Monitoring (Award):** award the proposal for fire suppression systems service and alarm monitoring with the following vendors, for the period beginning November 21, 21, 2014 through November 20, 2015 with two one-year options to renew, at an estimated cost of \$85,099.00:

#	Services	Vendor	Amount
1	Fire Alarm Panels - Inspection Rates	Allied Fire Protection SA, LP. (McAllen, TX)	\$11,990.00
2	Fire Alarm Panels-Repairs	EI Fire & Safety, Inc. (Hidalgo, TX)	\$20,000.00
3	Kitchen Hoods – Inspection Rates	Allied Fire Protection SA, LP. (McAllen, TX)	\$1,195.00
4	Kitchen Hoods - Repairs	EI Fire & Safety, Inc. (Hidalgo, TX)	\$2,500.00
5	Fire Sprinklers – Inspection Rates	Allied Fire Protection SA, LP. (McAllen, TX)	\$9,230.00
6	Fire Sprinklers - Repairs	1 st FP Services, LLC. (McAllen, TX)	\$15,000.00

7	Fire Sprinklers - Upright Sprinkler (Item and Installation Costs)	1 st FP Services, LLC. (McAllen, TX)	\$10,000.00
8	Clean Agent Fire Suppression System Inspection – Inspection Rates	Alarm Security Group, LLC./dba ASG Security (McAllen, TX)	\$750.00
9	Fire Extinguishers - Inspection Rates	EI Fire & Safety, Inc. (Hidalgo, TX)	\$2,500.00
10	Fire Extinguishers - Hydro Test Rates	EI Fire & Safety, Inc. (Hidalgo, TX)	\$2,500.00
11	Fire Extinguishers - Recharge Rates	EI Fire & Safety, Inc. (Hidalgo, TX)	\$2,000.00
12	Fire Alarm Monitoring	Alarm Security Group, LLC./dba ASG Security (McAllen, TX)	\$7,434.00

- 2) **Hydraulic Sheet Metal Iron Worker (Award):** award the proposal for a hydraulic sheet metal iron worker to Rex Supply Company (Pharr, TX), at a total cost of \$16,341.46;
- 3) **Air Conditioning Equipment, Supplies, and Service (Purchase):** purchase air conditioning equipment, supplies, and service from Carrier Corporation (Richardson, TX/ Pharr, TX) Carrier Enterprise, LLC. (Houston, TX/ Pharr, TX), a Texas Association of School Boards (TASB) – Buyboard approved vendors, for the period beginning October 1, 2014 through August 31, 2015, at an estimated amount of \$50,000.00;
- 4) **Computers, Laptops, Tablets, and Printer (Purchase):** purchase of computers, laptops, tablets, and printer from the State of Texas Department of Information Resources (DIR) approved vendors Dell Marketing, LP (Dallas, TX), Apple Inc. (Dallas, TX), Computer Repair Center (McAllen, TX), and from the National Joint Powers Alliance approved vendor CDW Government (Vernon Hills, IL) in the total amount of \$101,611.41;
- 5) **Microscopes (Purchase):** purchase microscopes from North Central Instruments (Plymouth, MN), a State of Texas Term Contract approved vendor, at a total cost of \$16,284.00;
- 6) **Network Equipment - Instructional (Purchase):** purchase network equipment – instructional from Insight Public Sector, Inc. (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$64,907.04;
- 7) **Police Vehicles (Purchase):** purchase police vehicles from Caldwell Country Chevrolet (Caldwell, TX), a Houston-Galveston Area Council (HGAC) purchasing cooperative approved vendor for general purpose and emergency vehicles (includes law enforcement vehicles), at a total cost of \$62,032.00;
- 8) **Testing Materials (Purchase):** purchase testing materials for Texas Success Initiative (TSI) tests which use the Accuplacer Platform from The College Board (New York, NY), a sole source vendor, at an estimated cost of \$64,750.00;
- 9) **Three Dimensional Printers (Purchase):** purchase three dimensional printers from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$51,156.80;
- 10) **Training Services (Purchase):** purchase training services from FESTO Didactic, Inc. (Farmingdale, NJ), a sole source vendor, at a total cost of \$30,000.00;

- 11) Database Software Licenses and Support Agreements (Renewal):** renew the database software licenses and support agreements with Oracle America, Inc. (Dallas, TX), a sole source vendor, at a total cost of \$52,282.04 as follows:

#	Product	Quantity	Period	Amount
1	Internet Application Server Enterprise Edition, Tuning Pack, Oracle Database Enterprise Edition, Diagnostic Pack, and Oracle Real Application Clusters One Node	106	12/19/14 – 12/18/15	\$4,924.02
2	Internet Application Server Enterprise Edition, Real Application Clusters, Tuning Pack, Diagnostic Pack, and Oracle Database Enterprise Edition	2,132	12/20/14 – 12/19/15	\$47,358.02

- 12) Library Database Subscriptions (Renewal):** renew the library database subscriptions with Elsevier BV (New York, NY), a sole source vendor, at a total cost of \$24,324.26 as follows:

#	Subscription	Period	Amount
1	Clinical Pharmacology	10/15/14 – 9/30/15	\$3,975.00
2	Science Direct College Edition	1/1/15 – 12/31/15	\$20,349.26

- 13) Library Database Subscriptions and e-Book (Renewal/Purchase):** renew the library database subscriptions and e-Book with Amigos Library Services (Dallas, TX), a sole source vendor, at a total cost of \$31,730.00 as follows:

#	Subscription	Renew or Purchase	Period	Amount
1	TEXEXP Courier Services	Renewal	9/1/14 – 8/31/15	\$3,375.00
2	Baker & Taylor TS3 & Grid Module Subscription	Renewal	11/1/14 – 10/31/15	\$3,808.00
3	Emerald Databases	Renewal	11/15/14 – 11/14/15	\$9,777.00
4	Credo Reference Database	Renewal	8/1/15 – 7/31/16	\$7,430.00
5	Amigos Membership Fees	Renewal	7/1/15 – 6/30/16	\$3,840.00
6	RDA Toolkit Subscription	Renewal	6/1/15 – 5/31/16	\$500.00
7	Amigos e-Shelf	New	11/24/14 – 10/31/15	\$3,000.00

14)Printing of Business Forms (Renewal): renew the contracts for printing of business forms, for the period beginning December 12, 2014 through December 11, 2015, at an estimated cost of \$20,847.68 with the following vendors:

#	Form	Vendor	Amount
1	Schedule Change Form 2-Part NCR	Gateway Printing & Office Supplies, Inc. (Edinburg, TX)	\$2,012.06
2	Transcript Paper	Micah's Printing (Berwyn, PA)	\$3,528.00
3	Reinstatement After Census Date Form	National Document Solutions (Santa Rosa, CA)	\$391.50
4	Document Sealer Z Forms	Curtis 1000 (McAllen, TX)	\$4,168.55
5	Emergency Tuition, Fees and Textbook Loan Application and Promissory Note	Micah's Printing (Berwyn, PA)	\$327.44
6	1098T Forms	Micah's Printing (Berwyn, PA)	\$2,260.12
7	Student Statement Mailers	Curtis 1000 (McAllen, TX)	\$3,681.24
8	Blank C Forms	Safeguard Universal Business Forms & Systems (Corpus Christi, TX)	\$1,731.56
9	W-2 Forms (for employee)	National Document Solutions (Santa Rosa, CA)	\$258.47
10	W-2 Forms (for employer)	National Document Solutions (Santa Rosa, CA)	\$120.04
11	Accounts Payable Checks	Safeguard Universal Business Forms & Systems (Corpus Christi, TX)	\$2,368.70

15)Rental of Firefighter Protective Clothing (Renewal): renew the contract for rental of firefighter protective clothing with LION TotalCare (Houston, TX), for the period beginning December 12, 2014 through December 11, 2015, at an estimated cost of \$10,579.20 per semester with an annual cost of \$21,158.40:

16)Reprographic Services (Renewal): renew the contract for reprographic services with RGV Reprographics, Inc. (McAllen, TX), for the period beginning December 12, 2014 through December 11, 2015, at an estimated cost of \$40,000.00 based on prior year expenditures;

17)Graduation Facility (License Agreement): lease the graduation facility from the City of McAllen – McAllen Convention Center (McAllen, TX), an interlocal license agreement for Sunday, December 14, 2014 beginning at 7:00 a.m. through December 14, 2014 at 7:00 p.m., at an estimated cost of \$17,339.00.

SUMMARY TOTAL:

The total for all proposal awards, purchases, and renewals is \$749,863.09

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the proposal awards, purchases, and renewals 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.

The law offices of Linebarger Goggan Blair & Sampson, LLP have requested consideration and possible action on the tax resale of fifty-one (51) properties.

On September 2, 2014 Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Hidalgo County Clerk Records Management Facility for struck off properties located within Hidalgo County. The tax resale auction was published in The Monitor and several other newspapers throughout Hidalgo County.

The total amount the College would receive was \$15,106.98.

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 provided 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 was included under separate cover for the Trustees' information and review.

The Finance and Human Resources Committee asked Ms. Kelly Salazar from Linebarger Goggan Blair & Sampson, LLP whether the other taxing entities had taken action to approve or deny these tax resale items, stating that the College often defers to those entities with a greater interest. Ms. Salazar confirmed that there were several pending, but that the firm did not anticipate any issues with the properties as presented.

Mr. Gus Martinez from Linebarger Goggan Blair & Sampson, LLP attended the meeting and provided additional information. He confirmed that all other taxing entities had approved the resale items, except for the County itself, which was scheduled to take action at a meeting within the next two weeks.

Mr. Rodriguez asked for clarification on the rules regarding the redemption period for property

forfeiture. Mr. Martinez informed the Board that in the case of homesteads, the redemption period is two years from the initial auction, and there is a shorter period for non-homesteads.

Mr. Martinez did specify that the current action was for a tax re-sale, which he defined as a subsequent attempt to auction a property, at which bids below the outstanding tax balance could be accepted. Because this was a resale, the redemption period was established differently. Mr. Martinez also stated that there were no homesteads in this listing, and he indicated that homesteads are very rarely taken to auction.

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 Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, 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.

Review and Action as Necessary to Revise Policy #6312: *College Employed and Commissioned Peace Officers*

Approval to revise Policy #6312: College Employed and Commissioned Peace Officers was requested.

The revisions to the policy were necessary for the following reasons:

- To identify the procedures that South Texas College police officers must adhere to, in addition to the rules and standards of conduct applicable to all college employees.
 - These procedures are developed and updated in accordance with Texas law and guidance provided by the Texas Commission on Law Enforcement (TCOLE).
 - South Texas College peace officers are informed of revisions to procedures, provided a briefing on changes, and are required to sign acknowledgement of receipt of each update.
- To describe the requirements for carrying firearms off duty and off duty employment.
 - Federal law allows commissioned peace officers to carry firearms and ammunition while off-duty.
 - Off-duty officers have no *jurisdictional authority* but are Texas peace officers while off-duty and may respond to significant incidences.
 - The College maintains the right to authorize outside employment of individuals commissioned as Texas peace officers to ensure that outside employment does not negatively impact the College.

The revised policy was included in the packet for the Board's information and review. The additions to the policy were highlighted in yellow and the deletions were designated with a strikeout.

The revised policy was reviewed by staff, the President's Cabinet, and by South Texas College's legal counsel.

The rules in standards that were referenced in the revised policy were temporarily included online through the Board's website, so that Trustees may fully review them. They would be maintained at that website, publicly available, for at least 60 days. However, in consideration of the difficulty in maintaining updated versions in perpetuity at various locations, they would not be permanently archived on the Board's website.

The Finance and Human Resources Committee recommended Board approval of the proposed revisions to Policy #6312: College Employed and Commissioned Peace Officers as presented and which supersedes any previously adopted Board policy.

The Board noted that the proposed Policy referred variable to Chief of Police, Chief Administrator, and Director of Security. Legal Counsel advised that the policy should be amended to use a consistent term.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Gary Gurwitz, the Board of Trustees of South Texas College approved and authorized the proposed revisions to Policy #6312: College Employed and Commissioned Peace Officers contingent upon the consistent use of the term "Director of Security" as appropriate throughout the policy, and which superseded any previously adopted Board policy. The motion carried.

Review and Action as Necessary to Revise Policy #5210: *Purchasing* and Renaming Policy #5120: *Purchase of Goods and Services*

The Finance and Human Resources Committee recommended that the Board review the procurement levels for the purchase of goods or services and consider the proposed revisions described at the Committee meeting. To enact the proposed changes, the Board was asked to approve the necessary revisions to Policy #5210: *Purchasing* and renaming Policy #5120: *Purchase of Goods and Services*.

Committee members asked for a presentation by administration, that the full Board could review and discuss the item.

Administration proposed that the Board consider increasing the procurement thresholds for each level. The proposed thresholds would remain within the limit of the Texas Education

Code for Purchasing; Contracts. Internal controls of reviews, approvals, and monitoring of all expenses would continue as established.

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

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

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

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

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

Level	Current	Proposed
Level I	<p><u>Purchases valued less than \$5,000</u></p> <p>When the College seeks to purchase personal property or services of a value less than \$1,000, quotations will be verbally accepted. Purchases or \$1,000 to less than \$5,000 will require written quotes. The purchasing decision will be based upon experience with the vendor, considering price, quality and deliver date.</p>	<p><u>Purchases valued less than \$10,000</u></p> <p>When the College seeks to purchase personal property or services of a value less than \$1,000, quotations will be verbally accepted. Purchases of \$1,000 to less than \$10,000 will require one (1) written quote. The purchasing decision will be based upon past experience with the vendor, considering price, quality and delivery date.</p>
Level II	<p><u>Purchases valued \$5,000 to less than \$10,000</u></p> <p>When the College seeks to purchase property or services of a value of \$5,000 to less than \$10,000 the College requires at least three written quotations which may include a quote or quotes from a</p>	<p><u>Purchases valued \$10,000 to less than \$50,000</u></p> <p>When the College seeks to purchase personal property or services of a value of \$10,000 to less than \$50,000, the College shall require at least three written quotations. <i>This</i> may include a quote or quotes from <i>vendors</i> under <i>State of</i></p>

	catalog issued under an approved government purchasing program. Quotations will be recorded and kept with the purchasing files.	Texas approved government purchasing program such as the Department of Information Resources (DIR) and Texas Multiple Award Schedule (TXMAS) program. Quotations will be recorded and kept with the purchasing file.
Level III	<u>Purchases valued at or above \$10,000</u> All College purchases and contracts valued at or above \$10,000 shall be made by one of the methods authorized by Section 44.021 Texas Education Code, Local Government Code 271.082 or 271.083 and/or 271.102 or 271.103 and in accordance with the procurement required.	<u>Purchases valued at or above \$50,000</u> All College purchases and contracts valued at or above \$50,000 shall be made by one of the methods authorized by Section 44.031 Texas Education Code, Local Gov't Code 271.082 or 271.083 and/or 271.102 or 271.103 and in accordance with the procedures required.

Levels II and III would not require Board authorization to solicit bids. Level III required Board authorization to award the bid/proposal.

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

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

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

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

2010-2011	242	102	140	58%
2009-2010	239	96	143	60%
Average of 5 years	248	91	157	63%

Increasing Level III threshold from \$10,000 to \$50,000 would result in the total number of goods and services requiring Board approval decreasing annually by approximately 157 items or 63%. An average of 91 items would require board approval as compared to 248 items currently requiring board approval.

The total number of goods and services at or above \$10,000 and currently requiring Board approval was approximately 248 items per year.

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

Fiscal Year	Amount Ranges					
	\$0 to \$9,999	\$10,000.00 to \$14,999.99	\$15,000 to \$19,999.99	\$20,000 to \$24,999.99	\$25,000 to \$49,999.99	\$50,000 and above
2013-2014	6,821	40	37	23	97	89
2012-2013	7,034	40	28	23	70	89
2011-2012	6,892	39	19	25	65	79
2010-2011	7,346	35	30	18	57	102
2009-2010	7,718	34	36	14	59	96
Average of 5 years	7,162	38	30	20	69	91

The proposed increase to \$50,000 and above would require Board approval of approximately 91 items annually. Increase to another threshold levels between \$10,000 and \$50,000 are represented below, \$15,000 and above, \$20,000 and above, and \$25,000 and above annually and result in annual percentage reduction of items requiring board approval of approximately the following:

Amount Ranges	Cumulative	% Reduction
\$50,000 and Above	91	63%
\$25,000 and Above	160	36%
\$20,000 and Above	180	27%
\$15,000 and Above	210	15%
\$10,000.01 and Above	248	0%

The procurement levels for various Texas Community College were provided as a handout for the Board's information and review.

The proposed dollar level limits were reviewed by the College's Internal Auditor, who indicated that the proposed thresholds were in compliance with state requirements for purchasing and that the changes would make the process more efficient while maintaining appropriate accountability.

The revisions to Policy #5210: *Purchasing* as proposed, including the new name Policy #5120: *Purchase of Goods and Services*, were provided in the packet.

The Finance and Human Resources Committee recommended Board approval of the proposed revisions to the procedures, as reflected in these proposed revisions to Policy #5210: *Purchasing* and including renaming Policy #5120: *Purchase of Goods and Services*, which would supersede any previously adopted Board policy.

The Board expressed concerns that the policy should specifically address the authorization of staff to solicit bids for items that would subsequently require Board approval of any award. Furthermore, the Board was uncomfortable raising the threshold for Board line-item approval of purchasing awards for items in the \$10,000 - \$49,000 range, as proposed. The Board did voice support of lifting the threshold levels as proposed, so that RFPs would only be required on items at or above \$50,000, but effectively wished to then add Board approval as a necessary step to the Level II procurement threshold.

The Board took no action on this item, and asked administration to bring the policy back to the Finance and Human Resources Committee after appropriate revisions had been made.

**Review and Action as Necessary to Revise Policies Pertaining to College’s
 Threshold Amounts on Authorization to Sign/Initial Checks and
 Authorization to Release Checks:
 Policy #5600: *Authorization to Sign Checks*
 Policy #5610: *Release of Checks***

The Finance and Human Resources Committee recommended that the Board review the College’s threshold amounts on authorization to sign/initial checks and the authorization for the release of checks. To enact the described changes, the Board was asked to revise Policy #5600: *Authorization to Sign Checks* and Policy #5610: *Release of Checks* as presented.

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

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

* Requires Board of Trustees approval, except for checks for payments for utility and telephone services, lease agreements, security services, postage, rental fees, insurances, transfers between bank accounts, internal revenue service deposits of payroll taxes, and employee payroll deductions.

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

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

* Requires Vice President for Finance and Administrative Services, President, and Board of Trustees approval, except for disbursements for utility and telephone services, lease agreements, security services, postage, rental fees, insurances, transfers between bank accounts, Certificates of Deposits and other investments, payroll benefits and deductions and delinquent tax attorney fees collected from taxpayers.

Below is a summary of the amount ranges for checks issued on FY 2014:

	Amount Ranges - No. of Checks					
Fiscal Year	\$0 to \$9,999	\$10,000 to \$24,999	\$25,000 to \$49,999	\$50,000 to \$99,999	\$100,000 to \$124,999	\$125,000 and Above
2013 - 2014	65,780	334	129	50	9	25

The proposed increase to \$125,000 and above would require Board approval annually of approximately 25 checks or a reduction of 59 checks or 70%. The current threshold of \$50,000 and above required board approval of approximately 84 checks. Other levels would require Board approval of the following number of checks.

Amount Range of Checks	Cumulative No. of Checks	% Reduction
\$125,000 and Above	25	70%
\$100,000 and Above	34	60%
\$50,000 and Above	84	0%

The total number of checks initialed by the President and Vice President for FAS would decrease annually by approximately 334 items or 61%.

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

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

A table showing the effect of the proposed changes, including the number of checks expected to be affected at each level, was provided as a handout for the Board’s information and review.

The revisions to the policies as proposed were provided in the packet.

The Finance and Human Resources Committee recommended Board approval of the proposed revisions to the College’s threshold amounts on authorization to sign/initial checks and the authorization for the release of checks. The Board is asked to approve the proposed revisions to Policy #5600: *Authorization to Sign Checks* and Policy #5610: *Release of Checks*.as presented and which would supersede any previously adopted Board policy.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the proposed revisions to Policy #5600: *Authorization to Sign Checks* and Policy #5610: *Release of Checks*.as presented and which superseded any previously adopted Board policy. The motion carried.

Review of Presentations to the Finance and Human Resources Committee on November 13, 2014

Dr. Salinas briefly reviewed the following items, which were presented to the Finance and Human Resources Committee at their November 13, 2014 meeting but were not presented for Board action:

- I. Review and Discussion of Internal Audit Report in the Area of Instructional Technologies Inventory
- II. Review and Discussion of Proposed Projects for Internal Auditors and Overview of Internal Audit Function Options
- III. Review and Discussion of the Mission Economic Development Authority (MEDA) Scholarship Fund Trust with Edward Jones for Student Scholarships
- IV. Review and Discussion of Vacancy Report for FY 2014-2015
- v. Review of Payments to Broaddus & Associates and Overview of the Process for the Approval of All Payments

These items were presented for the Board's information, and no action was taken.

Executive Session:

The South Texas College Board of Trustees convened into Executive Session at 7:19 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 Necessary Regarding CL-08-0257-D; Armandina A. Sesin vs. South Texas College
 2. Discussion and Action as Necessary Regarding the 2013 Bond Construction Program

Open Session:

The South Texas College Board of Trustees returned to Open Session at 7:48 p.m. No action was taken in Executive Session.

Discussion and Action as Necessary Regarding the 2013 Bond Construction Program

The Board was asked to discuss and take action as necessary regarding the 2013 Bond Construction Program. No action was taken.

Update on Status of 2013 Bond Construction Program

Mr. Gilbert Gallegos provided a brief update on the 2013 Bond Construction Program, indicating that there were several items on the Board agenda for review and action, and that Broaddus & Associates, acting as the Construction Program Manager for the 2013 Bond Construction Program, was ready to move forward with Board authorization.

Review and Action as Necessary on Architect Contracts and Fees for the 2013 Bond Construction Program Priority Projects

An update on architect contract negotiations for the design of the 2013 Bond Construction Program four priority projects was presented at the November 13, 2013 Facilities Committee meeting.

The Facilities Committee recommended Board approval of continued contract negotiations between Broaddus & Associates and the selected architectural firms for the following priority projects of the 2013 Bond Construction Program:

Pecan Campus – STEM Building
Mid Valley Campus – STEM Building
Starr County Campus – Health Professions and Science Building

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 contract negotiations between Broaddus & Associates and the Board-approved architectural firms for the selected projects as presented and including the Nursing & Allied Health Campus expansion project previously identified by the Board of Trustees as a priority project for the 2013 Bond Construction Program. The motion carried.

Review and Action as Necessary on Short List of Civil Engineering Firms and Assignments of Site Improvement Projects for the 2013 Bond Construction Program

Approval of short list of civil engineering firms and project assignments of construction projects was requested.

Broaddus & Associates representatives along with STC staff provided the Facilities Committee with an update on the evaluation of civil engineering firms' statements of qualifications submitted for the 2013 Bond Construction Program. These firms would provide design services for site improvement projects including building locations, property surveys, parking lots, storm drainage, ground elevations, sidewalks, accessible routes, area lighting, and landscaping.

On September 23, 2014 a total of seventeen (17) submittals were received in response to STC's solicitation of qualifications from civil engineers for the 2013 Bond Construction Program. A team consisting of three Broaddus & Associates representatives and seven STC staff members completed the evaluations of the submittals.

Evaluation of the civil engineers' qualifications was completed and Broaddus & Associates prepared a recommendation on how the Bond site improvement 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
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

Mr. Jesus Ramirez, Legal Counsel for South Texas College, asked the representatives from Broaddus & Associates if the identified firms were the most highly qualified firms for the specifically identified projects, in compliance with state procurement regulations. Broaddus & Associates affirmed that their recommendations were the most highly qualified firms for each specifically identified project.

The packet included spreadsheets summarizing the information gathered during the evaluation team's review and the proposed project assignments resulting from the evaluations.

Because no site was yet identified for the construction of the Regional Center for Public Safety Excellence, the Facilities Committee did not wish to include that firm assignment in the recommendation for Board approval. As such, the recommendation of SG&E, LLC as the civil engineering firm for design work related to that location was not included in the Committee's recommendation for Board approval. The recommendation by Broaddus & Associates was otherwise supported by the Facilities Committee.

The Facilities Committee recommended Board approval of the recommended civil engineering firms and project assignments as presented.

The Board confirmed with Mr. Rolando Garcia of Broaddus & Associates that the recommended firms were the most qualified for each project assignment as presented. Mr. Garcia stated that the recommendations reflected a careful analysis of the statements of qualification, ranked according to the established criteria.

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 recommended civil engineering firms and project assignments as presented. The motion carried.

Review and Action as Necessary on Additional Services with Perez Consulting Engineers for the Nursing & Allied Health Campus Subdivision Plat

Approval of Additional Services with Perez Consulting Engineers to include a Traffic Impact Analysis was requested.

Perez Consulting Engineers was approximately 90% complete with preparation of the subdivision plat for the Nursing & Allied Health Campus west 6.63 acres. The City of McAllen Planning Department and Engineering Department staff completed their review of the proposed plat and provided a report with additional items which needed to be completed prior to approving the plat. One of the items on the list was the preparation and submission of a Traffic Impact Analysis (TIA). This analysis would help the City forecast the impact of future traffic created by STC as the campus continued to expand.

The results of the analysis would help the City determine how STC's development would be impacted and if construction would need to include provisions to help with traffic flow in and out of the property. In the past STC was required to build items such as turning lanes where vehicle traffic enters a campus in order to prevent impact to the traffic flow on adjacent streets. This is an example of the types of improvements which could be required as a result of the Traffic Impact Analysis.

A copy of the proposal submitted by Perez Consulting Engineers in the amount of \$7,475 was provided in the packet, along with a site plan showing the proposed intersections for TIA data collection.

The Facilities Committee recommended Board approval to contract for additional services for the Nursing & Allied Health Campus Subdivision Plat with Perez Consulting Engineers in the amount of \$7,475 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 contracting for additional services for the Nursing & Allied Health Campus Subdivision Plat with Perez Consulting Engineers in the amount of \$7,475 as presented. The motion carried.

Review and Action as Necessary on Contracting Architectural Design Services for the Pecan Campus Art Building Covered Area for Ceramic Arts

Approval to contract architectural services for the design of the Pecan Campus Art Building Covered Area for Ceramic Arts Improvements was requested.

Funds for this project were included in the FY 2014-2015 construction budget. The packet included floor plans depicting the locations for the proposed design and construction work. These improvements would provide additional space for ceramic kilns to be used by the Art Department. The proposed improvements for the ceramic arts studio would improve efficiency in use of space and allow for additional kilns to be installed.

Five architectural firms listed below were previously approved by the Board for one year to provide professional services as needed for projects under \$500,000:

1. Boultinghouse Simpson Gates Architects
2. EGV Architects, Inc.
3. ERO Architects, Inc.
4. PBK Architects
5. Rike Ogden Figueroa Alex Architects

During the October 28, 2013 Board meeting, EGV Architects, Inc. was approved to design the additional space for the ceramic kilns for the Art Department. The project was placed on hold due to insufficient space in the proposed location. Staff analyzed the spaces needed and recommended that new space be provided adjacent to the Art Building.

Based on this previous approval, and on an alphabetical selection, EGV Architects, Inc. was recommended to resume with the architectural design services for this project.

Funds in the amount of \$325,000 are budgeted in the FY 2014-2015 construction budget for the modifications and \$48,750 is budgeted for design services with final amount to be negotiated.

Project Budget		
Budget Components	Amount Budgeted	Actual Cost
Design	\$48,750	Actual design fees are estimated at \$23,000 (7.25%) and will be finalized during contract negotiations.
Construction	\$325,000	Actual cost will be determined after the solicitation of construction proposals.

Staff will negotiate design fees with architect to determine an acceptable amount.

The Facilities Committee recommended Board approval to contract architectural services with EGV Architects, Inc. for the design of the Pecan Campus Covered Areas for Ceramic Arts project as presented.

The Board asked staff whether EGV Architects, Inc. was qualified to do the work, and staff confirmed that the recommended firm was qualified to complete the project as specified.

The Board also requested a report on design fees to help the Trustees monitor negotiations with architecture and engineering firms.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized contracting architectural services with EGV Architects, Inc. for the design of the Pecan Campus Covered Areas for Ceramic Arts project as presented. The motion carried.

Review and Action as Necessary on Contracting Civil Engineering Design Services for the Pecan Plaza Asphalt Resurfacing Along the Alley Side of Buildings

Approval to contract civil engineering design services for the Pecan Plaza Asphalt Resurfacing along the alley side of buildings adjacent to the alley was requested.

The asphalt pavement on the alley side of Pecan Plaza's center and west side buildings has deteriorated as much as 50% or more in some areas. The packet included a photo showing the deteriorated condition of the existing asphalt. With the Police Department now occupying space in the center building, access from the back side was needed on a daily basis. Police vehicle were parked in this asphalt area in order to enter and exit from the back door of the Police Department space. An attached site plan showed the location of the proposed asphalt resurfacing.

In order to proceed with the asphalt replacement, staff recommended contracting civil engineering services for preparation of plans and specifications.

The five civil engineering firms listed below were previously approved by the Board for one year to provide professional services as needed for project under \$500,000.

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

Based on previous project assignments with the five available firms, Halff Associates was recommended to provide civil engineering service for this project.

Funds in the amount of \$75,000 were budgeted in the FY 2014-2015 renewals and replacements budget for the proposed asphalt resurfacing and \$8,000 was budgeted for design services with final amount to be negotiated.

Project Budget		
Budget Components	Amount Budgeted	Actual Cost
Design	\$8,000	Actual design fees are estimated at \$6,800 and will be finalized during contract negotiations.
Construction	\$75,000	Actual cost will be determined after the solicitation of construction proposals.

The Facilities Committee recommended Board approval to contract civil engineering services with Halff Associates for the Pecan Plaza Asphalt Resurfacing along alley side of buildings project as presented.

The Board asked staff whether Halff Associates, Inc. was qualified to do the work, and staff confirmed that the recommended firm was qualified to complete the project as specified.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized contracting civil engineering services with Halff Associates for the Pecan Plaza Asphalt Resurfacing along alley side of buildings project as presented. The motion carried.

Review and Action as Necessary on Contracting Civil Engineering Design Services for the Pecan Campus Achieve Early College High School Driveway and Sidewalk Relocation

Approval to contract civil engineering design services for the Pecan Campus Achieve Early College High School Driveway and Sidewalk Relocation project was requested.

In preparation for construction of the Pecan Campus North Academic building included in the 2013 Bond Construction Program, the existing gravel service drive and pedestrian sidewalk would need to be relocated. An attached site plan showed the current and proposed locations for an asphalt service drive and pedestrian sidewalk.

By starting with the design and construction for the new location, the work could be completed prior to the start of construction for the new building. In order to proceed with this construction, staff recommended contracting civil engineering services for preparation of plans and specifications.

The five civil engineering firms listed below were previously approved by the Board for one year to provide professional services as needed for project under \$500,000.

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 five available firms, R. Gutierrez Engineering was recommended to provide civil engineering services for this project.

Funds in the amount of \$60,000 were budgeted in the FY 2014-2015 construction budget for this construction work and \$9,000 was budgeted for design services with final amount to be negotiated.

Project Budget		
Budget Components	Amount Budgeted	Actual Cost
Design	\$9,000	Actual design fees are estimated at \$5,500 and will be finalized during contract negotiations.
Construction	\$60,000	Actual cost will be determined after the solicitation of construction proposals.

The Facilities Committee recommended Board approval to contract civil engineering services with R. Gutierrez Engineering for the Pecan Campus Achieve Early College High School Driveway and Sidewalk Relocation project as presented.

The Board asked staff whether R. Gutierrez Engineering was qualified to do the work, and staff confirmed that the recommended firm was qualified to complete the project as specified.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized contracting civil engineering services with R. Gutierrez Engineering for the Pecan Campus Achieve Early College High School Driveway and Sidewalk Relocation project as presented. The motion carried.

Review and Action as Necessary on Mechanical, Electrical, and Plumbing (MEP) Design Services for the Pecan Campus Electrical Power Line Relocation

Approval to contract mechanical, electrical, and plumbing (MEP) engineering design services for the Pecan Campus Electrical Power Line Relocation project was requested.

STC staff has been coordinating with representatives from AEP to plan for the relocation of an existing electrical overhead power line located on the Pecan Campus. This power line was in a location that will be in conflict with the future construction of Thermal Plant Cooling Towers and the future Student Activities and Cafeteria Building. An attached site plan and photo showed the current location of the electrical line.

With the assistance of AEP, staff developed a plan to relocate the overhead line below ground. By placing the line below ground, it could be placed in a location that would not be in conflict with the future construction and would no longer be visible in that center area of campus. In order to place this line underground, STC would need to contract the services of an electrical engineer to design the proper location and conduits so that AEP could install the new underground electrical lines. These design services would include the following:

- Design locations and routes for underground lines serving existing buildings
- Design size of new underground conduits for new electrical lines
- Design size and location of new transformer pads
- Coordinate with AEP to confirm design of underground components meet service requirements
- Prepare plans and specification for construction of all underground components by electrical contractor

The three MEP engineering firms listed below were previously approved by the Board for one year to provide professional services as needed for projects under \$300,000.00.

1. DBR Engineering Consultants, Inc.
2. Halff Associates, Inc.
3. Sigma HN Engineers, PLLC

Since this list of MEP firms was approved at the June 26, 2014 Board meeting, the first two firms on the list have been contracted for on-call services. The next recommendation was based on an alphabetical selection, placing Sigma HN Engineers, PLLC as the firm to provide these services.

Funds were budgeted in the FY 2014-2015 construction budget for design and construction of these improvements, with final amount to be negotiated.

Project Budget		
Budget Components	Available Funds	Estimated Cost
Design	\$11,250	Actual design fees are estimated between \$7,000 and \$8,000 and will be finalized during contract negotiations.
Construction	\$75,000	Actual cost will be determined after the solicitation of construction proposals.

The Facilities Committee recommended Board approval to contract Mechanical, Electrical, and Plumbing (MEP) engineering design services with Sigma HN Engineers, PLLC for the Pecan Campus Electrical Power Line Relocation as presented.

The Board asked staff whether Sigma HN Engineers, PLLC was qualified to do the work, and staff confirmed that the recommended firm was qualified to complete the project as specified.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized contracting Mechanical, Electrical, and Plumbing (MEP) engineering design services with Sigma HN Engineers, PLLC for the Pecan Campus Electrical Power Line Relocation as presented. The motion carried.

Review and Action as Necessary on Contracting Construction Services for the Pecan Campus Tree Removal Project

Approval to select a contractor for the Pecan Campus Tree Removal project was requested.

Trees on the Pecan Campus were identified which needed to be removed to avoid conflict with the 2013 Bond Construction program. Removal of these trees would avoid conflict with future buildings, parking, site improvements, and landscaping. Most of these trees were older ash trees which exceeded their average life expectancy and had become a maintenance problem. Some trees would remain in areas where construction would not occur as part of this program. An attached site plan showed the trees identified for removal.

City of McAllen required that new trees be planted to replace trees that were removed. STC typically installed more trees than what was required by City standards. Landscape plans would be developed so that sufficient trees were provided in beneficial locations.

Funds for the removal of trees in the future bond construction area were included in the FY 2014-2015 construction budget.

STC staff issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on October 13, 2014. A total of two (2) proposals were received on October 28, 2014.

Timeline for Solicitation of Competitive Sealed Proposals	
October 13, 2014	Solicitation of competitive sealed proposals began.
October 28, 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.

The Facilities Committee recommended Board approval to contract construction services with Maldonado Nursery & Landscape in the amount of \$20,271 for the Pecan Campus Buildings Tree Removal project 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 construction services with Maldonado Nursery & Landscape in the amount of \$20,271 for the Pecan Campus Buildings Tree Removal project as presented. The motion carried.

Update on Status of Construction Projects

The Facilities Planning & Construction staff prepared and provided 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

Board action was requested to approve the checks for release and the financial reports for the month of October 2014. The approval was for checks submitted for release in the amount greater than \$50,000 and checks in the amount greater than \$10,000 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, was available to respond to questions posed by the Board.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized 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 October 2014.

Discussion and Action Necessary Regarding CL-08-0257-D; Armandina A. Sesin vs. South Texas College

Legal action was taken against the College by Armandina A. Sesin. The lawsuit was submitted to the College's insurance carrier, Texas Association of School Boards (TASB). TASB assigned Ms. Eileen M. Leeds from GUERRA, LEEDS, SABO & HERNANDEZ, P.L.L.C. to handle the case.

Ms. Leeds met with the Board during executive session at an earlier period during the November 20, 2014 Regular Board Meeting to discuss this cause. No action was taken during executive session, and this item was included to allow for action during open session.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized acceptance of the settlement as presented. The motion carried.

Informational Items

The following informational items were included in the packet for the Board's review:

- President's Report
- Board Committee Meeting Minutes:
 - November 13, 2014 Education & Workforce Development.
 - November 13, 2014 Facilities
 - November 13, 2014 Finance and Human Resources

Announcements

A. Next Meetings:

- **Thursday, December 11th, 2014**
 - 3:30 p.m. – Education and Workforce Development Committee Meeting
 - 4:30 p.m. – Facilities Committee Meeting
 - 5:30 p.m. – Finance and Human Resources Committee Meeting
- **Tuesday, December 16th, 2014**
 - 4:00 p.m. – Workshop with the City of McAllen
 - 5:30 p.m. – Regular Meeting of the Board of Trustees

B. Other Announcements:

- South Texas College will be closed Thursday, November 27th through Sunday, November 30th in observation of Thanksgiving.
- South Texas College will hold a Commencement Ceremony on Sunday, December 14th, 2014, at 3:00 p.m., at the McAllen Convention Center, 700 Convention Center Blvd., McAllen, TX 78501.
- Board Holiday Dinner, Tuesday, December 16, 2014 at 7:30 p.m., *Patio On Guerra*, 116 S 17th St., McAllen, Texas.
- The College will be closed December 18th. 2014 – January 4th, 2015 for Winter Break.
- Some offices providing Student Services will be open on a revised schedule during this period to allow students to prepare for the Spring 2015 semester.
- The Office of the President will be open to conduct Board business on Monday, December 22, 2014 during normal business hours.

Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 8:05 p.m.

I certify the foregoing are the true and correct minutes of the Thursday, November 20, 2014 Regular 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 “IME Fellowship Program Scholarship” Grant in the Amount of \$15,000 from the Consulate of Mexico.

The “IME Scholarship” Grant would begin January 1, 2015 and continue through December 31, 2015, and will award \$1,000 to each qualifying student. The students will be selected using the following eligibility:

- Mexican student or student of Mexican Origin,
- eligible for Financial Aid through Federal/State Programs,
- must have a 2.5 cumulative GPA each semester, and
- must be enrolled as a full-time Student.

This grant meets South Texas College’s Strategic Direction five, “South Texas College commits to.....educational partnerships that create a collective impact on student success.”

2. Additional Grant(s) Received/Pending Official Award

The presented scholarship grant would provide up to \$15,000 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. “IME Fellowship Program Scholarship” Grant in the Amount of \$15,000 from the Consulate of Mexico
2. Additional Grant(s) 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. "IME Fellowship Program Scholarship" Grant in the Amount of \$15,000 from the Consulate of Mexico
2. Additional Grant(s) Received/Pending Official Award

Approval Recommended:

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

Review of Education and Workforce Development Committee Presentations on December 11, 2014

The following items were presented to and discussed with the Education and Workforce Development Committee on December 11, 2014. No action was requested of the Committee or the Board:

a. Presentation on Student Success at Early College High Schools

Ms. Sofia Peña, Director of Early College High Schools, presented on the success of students at Early College High Schools at South Texas College partner campuses throughout Hidalgo and Starr Counties.

Ms. Pena provided a brief background on the mission and development of Early College High Schools and South Texas College's partnerships with area school districts. Texas is a leader nation-wide, and South Texas College leads the state of Texas with 26 out of 108 Early College partnerships statewide.

Early College High Schools were developed to provide a transition from secondary to higher education, and to give students a chance to earn up to an Associate Degree while completing the requirements for a high school diploma.

Ms. Peña reviewed the growth of the ECHS programs and enrollment, and the success of students graduating from these programs, many times with associate degrees and/or certificates from South Texas College – all earned and awarded tuition-free.

She also discussed the steps that South Texas College takes in collaboration with school district partners to maintain the strong program quality, student support, and faculty performance that ultimately translate into student success.

Ms. Peña shared projections for future enrollment and graduations, and details on how South Texas College plans to continue building on the successful Early College High School programs with partner ISDs, and how the College serves as a model for other institutions across the state and the nation as they develop their own programs.

b. Presentation on the New Mathways Project

Dr. Ali Esmaeili, Dean of Math, Science, Bachelor Programs, and University Relations and Mario Morin, New Mathways Project Lead and Math Faculty, provided a presentation on the New Mathways Project.

The New Mathways Project (NMP) is a national initiative with the goal of reforming developmental mathematics education for Texas students. South Texas College has

worked with the Charles A. Dana Center at UT-Austin since 2010, and has been a statewide leader in developing and implementing successful strategies to help students achieve necessary competencies to complete college-level math.

NMP looks at three pathways to accelerate student achievement of necessary math skills:

1. Statistical Reasoning
2. Quantitative Reasoning
3. STEM-Prep (Science, Technology, Engineering, and Math)

During the first semester, in the NMP model, students enroll in two courses. *Foundations for Mathematical Reasoning*, which is a developmental math course that helps students develop foundational skills to properly learn college-level course material, and *Frameworks for Mathematics and Collegiate Learning*, a course that helps students acquire the strategies and drive needed to succeed

Students will then be able to enroll in Academic Math courses aligned to their academic and career goals, as needed. This process will allow students on non-STEM pathways to complete developmental requirements and earn credits to satisfy core-curriculum math in a single year.

South Texas College was one of nine co-development partners, and now serves as a mentor to Coastal Bend Community College.

Fall 2013 was South Texas College's pilot semester for the project, and implementation officially began in late July 2013 when course materials were first released to the co-development partners. With only one month of marketing and recruiting, 29 students took the course, in three separate section offerings at two campuses. In Fall 2014 54 students were placed in four sections, and there are seven sections offered for Spring 2015.

Dr. Esmaeili and Mr. Morin provided additional insight into associated project activities and look at the next steps for the New Mathways Project and were available for questions from the Committee. They proposed to return once the Fall 2014 semester has finished and student performance data is ready for presentation to the Committee.

These items were for the Committee's information and feedback to staff, and no action was taken.

Review and Action as Necessary Regarding the Fiscal Year 2014 Financial Audit

Acceptance of the Fiscal Year 2014 Financial Audit is requested.

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

A copy of the Comprehensive Annual Financial Report is included separately for the Board's information and review.

The Finance and Human Resources Committee meeting for Thursday, December 11, 2014 was cancelled, and the Comprehensive Annual Financial Report is presented for Board approval without a Committee recommendation.

Recommendation:

It is recommended that the Board of Trustees accept the Fiscal Year 2014 Financial Audit as presented.

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

The Board of Trustees of South Texas College accepts the Fiscal Year 2014 Financial Audit as presented.

Approval Recommended:

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

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

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

1) Compact Utility Vehicle (Award)

Award the proposal for a compact utility vehicle to Spikes Motor Co, Inc. (Mission, TX), at a total cost of \$18,315.00.

The compact utility vehicle will be used for daily mail and warehouse deliveries throughout the district. It will also be used by other South Texas College departments and programs as needed.

Proposal documents were advertised on October 31, 2014 and November 7, 2014 and issued to seven (7) vendors. One (1) response was received and reviewed by Distribution Supervisor and Purchasing Department.

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

2) Interactive Learning Training Room (Award)

Award the proposal for an interactive learning training room to Audio Visual Aids Corp (San Antonio, TX), at a total cost of \$47,681.50.

In accordance with the requirements of the HSI Grant, STC in FOCUS, an Active Learning Training Room must be created in FY 2015 for the purpose of faculty professional development. Faculty will be trained on the use of active learning furniture and technology so that they will be able to implement the strategies they have learned in active learning classrooms beginning Fall 2015.

Proposal documents were advertised on October 6, 2014 and October 31, 2014 and issued to six (6) vendors. Two (2) responses were received and reviewed by the Office of Professional Development, Instructional Technologies and Purchasing Department.

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

3) Active Learning Training Room (Reject)

Reject the proposals for an active learning training room due to the specifications provided on the proposal which were more of a functional nature and it was determined by the evaluation committee that there was too much variance in what was proposed by the different respondents to properly evaluate and to have a good level of confidence on the functionality of the installation.

Proposal documents were advertised on November 3, 2014 and November 10, 2014 and issued to six (6) vendors. Three (3) responses were received and reviewed by the Office of Professional Development, Instructional Technologies and Purchasing Department.

4) Audio Visual Equipment and Supplies (Purchase)

Purchase audio video equipment and supplies for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$120,000.00 which is based on prior year history, with the following cooperative vendors:

- Audio Visual Aids Corporation (San Antonio, TX)..... \$50,000.00
⇒ TASB-Buyboard, TCPN and TXMAS
- B & H Foto & Electronics, Corp. (New York, NY)..... \$50,000.00
⇒ TASB-Buyboard
- Best Buy (Richfield, MN/McAllen, TX) \$10,000.00
⇒ TASB-Buyboard
- Audio Fidelity Communications Corp/dba Whitlock (Austin, TX) \$10,000.00
⇒ Department of Information Resources (DIR)

The audio video equipment and supplies are purchased district wide for the day to day operation of departments and instructional programs. This includes:

- Headphones – Distance Education, Center for Learning Excellence and academic programs
- Web Cameras – Distance Education and all other requesting departments/academic programs
- Digital Cameras, Lenses, Camera Cases – Art Program, Public Relations and Marketing, Planning and Construction and all other requesting department/academic programs
- Camcorders – Nursing Allied Health Programs, Public Relations and Marketing and Instructional Technology
- Computer Cables, Printer Cables and Projector Cables – Technology Resources and all other requesting department/academic programs
- Photo Lighting Equipment – Distance Education and Public Relations and Marketing
- Sound Equipment – Instructional Technologies and all other requesting department/academic programs

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

5) Automotive Parts, Equipment, and Supplies (Purchase)

Purchase automotive parts, equipment, and supplies from Burton Companies Vaughn Interest, Inc. (Weslaco, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$25,000.00 based on prior year history.

The automotive parts, equipment, and supplies will be used for student instruction in the Automotive Technology and Diesel Technology Program labs in the Division of Business and Technology. The facility maintenance and custodial department will use the automotive parts and supplies for the repair of equipment.

Funds for this expenditure are budgeted in the Automotive Technology, Diesel Technology, Facility Maintenance and Custodial budget for FY 2014-2015.

6) Bookstore Consultant Services (Purchase)

Purchase bookstore consultant services from Campus Bookstore Consulting (East Longmeadow, MA), a sole source vendor, for the period beginning September 1, 2014 through December 31, 2014, at an estimated cost of \$10,993.88.

The bookstore consultant services include the following:

- Provide the bookstore request for proposal (RFP) summary documents which summarizes the RPF process and compares the existing contract terms for the new contract
- Assist the College with contract negotiations, including preparing contract negotiation documents, analyzing vendor responses, and participating in negotiating strategy conference calls

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

7) Computer Components, Peripherals, Lamps, Software and Supplies (Purchase)

Purchase computer components, peripherals, lamps, software and supplies for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$238,000.00 which is based on prior year history, with the following purchasing cooperative vendors:

- B & H Foto & Electronics, Corp. (New York, NY)..... \$10,000.00
⇒ TASB – Buyboard and Texas Cooperative Purchasing Network (TCPN)
- CDWG (Vernon Hills, IL) \$80,000.00
⇒ State of Texas Dept of Information Resources (DIR) and Texas Cooperative Purchasing Network (TCPN)
- GovConnection (Merrimack, NH) \$18,000.00
⇒ TASB-Buyboard, Texas Cooperative Purchasing Network (TCPN) and State of Texas Department of Information Resources (DIR)
- PCMG, Inc. (Chantilly, VA)\$80,000.00
⇒ TASB-Buyboard, and State of Texas Department of Information Resources (DIR)
- SHI Government Solutions, Inc. (Austin, TX) \$10,000.00
⇒ TASB-Buyboard and State of Texas Department of Information Resources (DIR)
- Tiger Direct (Miami, FL)..... \$40,000.00
⇒ TIPS/TAPS Purchasing Cooperative

The computer components, peripherals, software and supplies are purchased district wide for the day to day operation of departments and instructional programs. The following are some of the items requested by programs/departments:

- Scanners, Storage Media, Surge Protectors, Toner Cartridges and Computer Printer Cables – All Departments District Wide
- Barcode Scanners – Library Services, Security, Central Receiving and Instructional Technologies
- Memory – Business Computer Systems Program and All Departments District Wide
- Projector Lamps – Instructional Technologies
- Head Phones – Open Labs and Center for Learning Excellence

- Web Cameras – Distance Education and All Departments District Wide
- Computer Parts – Business Computer Systems Program
- Hard Drives – Business Computer Systems Program and All Departments District Wide

Funds for this expenditure are budgeted in the Instructional Technologies, Library Services, Central Receiving and other department budgets for FY 2014-2015.

8) Computers, Laptops, and Tablets (Purchase)

Purchase of computers, laptops, and tablets from the State of Texas Department of Information Resources (DIR) approved vendor Dell Marketing, LP. (Dallas, TX) and from the National Joint Powers Alliance approved vendor CDW Government (Vernon Hills, IL), in the total amount of \$299,123.03

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

The purchases can be summarized as follows:

- Staff-Use Computers
 - ⇒ 1 Computer for Division of Nursing and Allied Health
 - ⇒ 1 Computer for English Program
 - ⇒ 1 Computer for History Program
 - ⇒ 2 Computers for Vocational Nursing Program
 - ⇒ 2 Computers for Developmental Math Program
 - ⇒ 2 Computers for Instructional Technologies
- Faculty-Use Computers
 - ⇒ 2 Computers for World Language Program
 - ⇒ 4 Computers for English Program
 - ⇒ 5 Computers for History Program
 - ⇒ 9 Computers for Art Program
 - ⇒ 13 Computers for Vocational Nursing Program
- Faculty and Staff Computers
 - ⇒ 82 Computers for Pecan Campus/Technology Renewal Fund
 - ⇒ 46 Computers for Mid-Valley Campus/Technology Renewal Fund
 - ⇒ 27 Computers for Technology Campus/Technology Renewal Fund
 - ⇒ 15 Computers for Nursing and Allied Health Campus/Technology Renewal Fund
 - ⇒ 6 Computers for Starr Campus/Technology Renewal Fund
- Student Lab-Use Computers
 - ⇒ 26 Computers for Pecan Student Services Admin Office
 - ⇒ 55 Computers for Technology Campus/Technology Renewal Fund
 - ⇒ 40 Computers for Pecan Campus/Technology Renewal Fund
 - ⇒ 15 Computers for Mid-Valley Campus/Technology Renewal Fund
 - ⇒ 14 Computers for Nursing and Allied Health Campus/Technology Renewal Fund

- Grant-funded Laptops
 - ⇒ 3 Laptops for Division of Nursing & Allied Health
 - ⇒ 6 Laptops for Office of Professional Development

- Staff-Use Laptops
 - ⇒ 6 Laptops for Technology Resources
 - ⇒ 1 Laptop for Office of Public Relations/Marketing

- Staff-Use Tablets
 - ⇒ 2 Tablets for Student Activities and Wellness

- Faculty-Use Tablets
 - ⇒ 2 Tablets for Biology Program
 - ⇒ 5 Tablets for Mathematics Program
 - ⇒ 7 Tablets for Physics Program
 - ⇒ 3 Tablets for Technology Resources

- Grant-funded Tablet
 - ⇒ 1 Tablet for Office of Professional Development

Funds for these expenditures are budgeted in the requesting department budgets for FY 2014-2015 as follows: Division of Nursing and Allied Health, English, History, Vocational Nursing, Developmental Math, Instructional Technologies, World Language Department, Art, Construction - Pecan Student Services Admin Office – Technology, Technology Renewal Fund, Carl Perkins, STC in FOCUS, Technology Resources, Public Relations/Marketing, Student Activities and Wellness, Mathematics, Biology, and Physics.

9) Database Licenses and Support (Purchase)

Purchase database licenses and support from Oracle America, Inc. (Redwood Shores, CA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning December 17, 2014 through December 16, 2015, at a total cost of \$85,318.98.

The database licenses are needed due to the increase in student FTE and faculty and staff headcount district wide. These licenses are the backbone of the Administrative Computing System on which all student and employee information is stored as well as other systems such as Operational Data Store, Blackboard and the Library Management System.

Funds for this expenditure are budgeted in the Information Technology Risk and Security budget for FY 2014-2015.

10)Furniture (Purchase)

Purchase furniture from the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$37,695.98.

A	Allsteel, Inc.	\$2,916.96
B	Bretford Manufacturing	402.55
C	Computer Comforts, Inc.	1,378.72

D	Exemplis Corporation	1,421.20
E	The Hon Company	5,050.90
F	Krueger International, Inc.	7,159.06
G	National Office Furniture	19,366.59
	Total	\$37,695.98

The purchases can be summarized as follows:

- Allsteel, Inc./Gateway Printing & Office Supply (Edinburg, TX)
 - ⇒ Pecan Campus
 - 8 Chairs for the Accreditation Department

- Bretford Manufacturing/Gateway Printing & Office Supply (Edinburg, TX)
 - ⇒ Pecan Campus
 - 1 Table for the Continuing Education Department

- Computer Comforts, Inc. (Kemah, TX)
 - ⇒ Pecan Campus
 - 1 Lectern for the Instructional Technology Department

- Exemplis Corporation/Gateway Printing & Office Supply (Edinburg, TX)
 - ⇒ Pecan Campus
 - 4 Chairs for the Counseling Department
 - ⇒ Technology Campus
 - 1 Chair for the Library Open Labs

- The Hon Company/Gateway Printing & Office Supply (Edinburg, TX)
 - ⇒ Pecan Campus
 - 2 Storage Cabinets for the Continuing Education Department
 - 5 Bookcases and 3 Vertical Files for the Planning and Construction Department
 - 1 Storage Cabinet for the Open Labs and Information Commons
 - 1 Vertical File for the Criminal Justice Program
 - 1 Vertical File and 1 Bookcase for the Speech Program
 - 4 Storage Cabinet for the Administrative Office Careers Program

- Krueger International, Inc. / Gateway Printing & Office Supply (Edinburg, TX)
 - ⇒ Pecan Campus
 - 1 File Cabinet for Continuing Education Department
 - 2 Stools for the Cashiers
 - 6 Chairs and 6 Tables for the Professional Development Active Learning Classroom

- National Office Furniture / Gateway Printing & Office Supply (Edinburg, TX)
 - ⇒ Technology Campus
 - 12 Sofas and 5 Tables for the Student Activities Game Room

Fund for these expenditures are budgeted in the requesting department budgets for FY 2014-2015 as follows: Accreditation, Administrative Office Careers Program, Counseling & Disability Services, Continuing Professional and Workforce Education – Carryover, Criminal Justice Program, Instructional Technologies Maintenance & Replacement, Instructional Resources Open Lab, New Furniture, Construction-Pecan Plaza Cashiers Space Renovation-FFE, Speech Program, South Texas College in Focus Grant and Student Activities & Wellness.

11)Instructional Equipment and Software (Purchase)

Purchase instructional equipment and software from Lab Resources, Inc. (Tomball, TX), a sole source vendor, at a total cost of \$98,263.26.

South Texas College has established a FESTO Authorized and Certified Training (FACT) Center at the Technology Campus.

The FACT accreditation involves three key phases:

1. The training of South Texas College instructors in specific areas of automation technology
2. The training of South Texas College instructors in FESTO's teaching methods, delivery of materials, and class time management; and
3. The final certification of South Texas College instructors and training facilities, and ultimately, the establishment of a FACT Center.

At this time, phase 1 has been completed and phases 2 and 3 will be completed.

- Phase 1 of the FACT certification process involved the training of a select group of South Texas College instructors by FESTO trainers in 5 pre-selected areas of automation technology. Phase 1 training started in July, and was successfully completed in September of this year.
- Phase 2 of the FACT certification process involves the "Train-the-Trainer" seminars where South Texas College instructors' training focuses on the following: FESTO's specific teaching materials and class time management.
- Phase 3 of the FACT certification process involves the "FESTO Industrial Automation and Mechatronics Certification" seminars. These seminars include the final approval of the laboratory facility and South Texas College instructors that have completed phases 1 and 2. Representatives from FESTO Didactic-Germany will audit the laboratory facility and will perform "demo" class observations to evaluate South Texas College instructor's performance on the automation technologies selected in phase 1 for certification.

Upon completion of phase 3, South Texas College will receive the FACT Center certification credentials in "Industrial Automation and Mechatronics". This additional equipment and software is required to meet the final FESTO Didactic certification.

Funds for this expenditure are budgeted in the City of McAllen and The Institute of Advanced Manufacturing grants for FY 2014-2015.

12)Graduation Caps and Gowns (Renewal)

Renew the contract for graduation caps and gowns with Jostens, Inc. (Minneapolis, MN) for the period beginning February 1, 2015 through January 31, 2016, at a total cost of \$37,430.70.

The graduation caps and gowns will be issued to all STC graduates attending the December 2014 and May 2015 commencement ceremonies.

The Board awarded the contract for graduation caps and gowns at the January 28, 2014 Board of Trustees meeting for one year with two one-year options to renew. The first renewal period begins February 1, 2015 through January 31, 2016.

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

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

13)Institutional Membership (Renewal)

Renew an institutional membership with Hispanic Association of Colleges and Universities (San Antonio, TX), a sole source vendor, for the period beginning January 1, 2015 through December 31, 2015, at a total cost of \$10,310.00.

The association promotes the development of member colleges and universities, improves access to and the quality of post-secondary educational opportunities for Hispanic students and champions Hispanic success in higher education.

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

14)Moving Services (Renewal)

Renew the contracts for moving services with Groves Moving & Storage (Harlingen, TX) and Gateway Printing & Office Supply, Inc. (Edinburg, TX) for the period beginning February 19, 2015 through February 18, 2016, at an estimated cost of \$15,000.00.

The moving services will include relocation of furniture, equipment and other items as needed throughout the district.

The Board awarded the contract for moving services at the January 29, 2013 Board of Trustees meeting for one year with two one-year options to renew. The last renewal period begins February 19, 2015 through February 18, 2016.

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

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

15)Signs, Flags, and Banners (Renewal)

Renew the contracts for signs, flags, and banners for the period beginning January 30, 2015 through January 29, 2016, at an estimated cost of \$12,000.00 based on prior year history, with the following vendors:

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

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

The signs, flags, and banners will be used by various departments' college wide to promote and market programs, departments, events, and South Texas College in the community and the public schools.

The Board awarded the contracts for signs, flags, and banners at the January 29, 2013 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins January 30, 2015 through January 29, 2016.

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

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

16)Third Party Administrator for 403(b) Plan (Renewal)

Renew the contract for the third party administrator for 403(b) plan with TSA Consulting Group, Inc. (Ft. Walton Beach, FL), for the period beginning March 1, 2015 through February 28, 2016, at a total annual cost of \$6,000.00.

The Internal Revenue Service (IRS) published final 403(b) regulations which replaced the prior regulations in 2007. These regulations apply to all 403(b) plans and became effective on January 1, 2009.

Provisions of the regulations that impact 403(b) plans are as follows:

- Written plan requirements for all 403(b) plans
- Requirements that plan sponsors ensure that there is no conflict between the terms of the written plan and the terms of the 403(b) contracts
- Changes to the direct transfer rules which limits direct transfers from all 403(b) accounts

The third party administrator will ensure that South Texas College is in compliance with the 403(b) regulations as well as verify that all 403(b) vendors maintain compliance. The College has contracted with a third party administrator since February 2008.

The TPA also provides:

- Electronic process for automated remittance services
- Contribution audits and correction assistance
- Maximum allowable contribution calculations for all employees each year
- Onsite IRS audit assistance during the years under contract

The Board awarded the contract for third party administrator of 403(b) at the January 29, 2013 Board of Trustees meeting for one year with four one-year options to renew. The second renewal period begins March 1, 2015 through February 28, 2016.

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

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

17)Vehicle Fuel Program (Renewal)

Renew the State Fleet Card Program contract for vehicle fuel with U. S. Bank Market Fleet Voyager (Kansas City, MO), a State of Texas Procurement and Support Services (TPASS) approved vendor, acting by and through the State of Texas Council of Competitive Government (CCG), for the period beginning January 1, 2015 through December 31, 2015, at an estimated cost of \$70,000.00, based on prior year history.

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

Use of the fuel cards is controlled by the STC Purchasing Office and Business Office in coordination with supervisors from departments using the cards. The Business Office has the ability to monitor online all fuel purchase transactions.

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

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

The College is billed on a monthly basis for the actual fuel charges only. No other type of fees are assessed to the College. The estimated price per gallon savings will increase from \$.02 to \$.052 which will be received quarterly in the form of a rebate. The rebate will be based on the vendors Texas sales volume average usage which can range from 1.150% to 1.760% as stated in the agreement. The rebate amount varies, however the College will receive approximately \$170.00 for the fourth calendar year quarter.

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

Funds for this expenditure are available in the Mail Services, Central Receiving, Maintenance and Operations, and STC Police Department budgets for FY 2014-2015.

18)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 February 1, 2015 through August 31, 2015, at a total cost of \$14,117.50.

The facility usage interlocal agreements are for South Texas College Folkloric and Professional Development events held throughout the year for Ballet Folklorico and faculty. The events are as follows:

Event	Date	Amount
Tradiciones 2015 Concert Series by Ballet Folklorico South Texas College	February 5-6, 2015	\$4,305.00
Ballet Folkloric South Texas College host Competencia Folklorico del Colegio del Sur de Tejas 2015	March 28-29, 2015	5,770.00
South Texas College Adjunct/Dual Enrollment Professional Development Day	August 21-22, 2015	4,042.50

Funds for this expenditure are budgeted in the Folkloric Dance, Ballet Folkloric Dance Company and Professional Development budgets for FY 2014-2015.

19) Consulting Services (Contract Extension)

Contract extension for purchase of consulting services with Evergreen Solutions, LLC. (Tallahassee, FL), a sole source vendor, for the period beginning January 1, 2015 through April 30, 2015, at a cost of \$150.00 per hour not to exceed \$15,000.00.

The Board awarded a contract for the Compensation Study at the November 26, 2013 Board of Trustees Meeting to Evergreen Solutions, LLC. through May 31, 2014. At the August 26, 2014 Board Meeting, the Board also awarded the purchase of additional services from September 1, 2014 through December 31, 2014. At this time an extension is requested for the services below.

The services include:

- Conduct additional FLSA audits to determine appropriate exempt and non-exempt status
- Analyze compensation regarding licenses and certifications
- Provide best practices for potential development of career advancement and reclassifications

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

Recommendation:

The Finance and Human Resources Committee meeting for Thursday, December 11, 2014 was cancelled, and the proposal awards, purchases, and renewals are presented for Board approval without a Committee recommendation.

- 1) **Compact Utility Vehicle (Award):** award the proposal for compact utility vehicle to Spikes Motor Co, Inc. (Mission, TX), at a total cost of \$18,315.00;
- 2) **Interactive Learning Training Room (Award):** award the proposal for an interactive learning training room to Audio Visual Aids Corp (San Antonio, TX), at a total cost of \$47,681.50;

- 3) **Active Learning Training Room (Reject):** reject the proposals for an active learning training room due to the specifications provided on the proposal which were more of a functional nature and it was determined by the evaluation committee that there was too much variance in what was proposed by the different respondents to properly evaluate and to have a good level of confidence on the functionality of the installation;
- 4) **Audio Visual Equipment and Supplies (Purchase):** purchase audio visual equipment and supplies for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$120,000.00 which is based on prior history, with the following cooperative vendors:
 - Audio Visual Aids Corporation (San Antonio, TX)..... \$50,000.00
⇒ TASB-Buyboard, TCPN and TXMAS
 - B & H Foto & Electronics, Corp. (New York, NY)..... \$50,000.00
⇒ TASB-Buyboard
 - Best Buy (Richfield, MN/McAllen, TX)..... \$10,000.00
⇒ TASB-Buyboard
 - Audio Fidelity Communications Corp/dba Whitlock (Austin, TX) \$10,000.00
⇒ Department of Information Resources (DIR)
- 5) **Automotive Parts, Equipment, and Supplies (Purchase):** purchase automotive parts, equipment, and supplies from Burton Companies Vaughn Interest, Inc. (Weslaco, TX), a Texas Association of School Boards – Buyboard, approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$25,000.00 based on prior year history;
- 6) **Bookstore Consultant Services (Purchase):** purchase bookstore consultant services from Campus Bookstore Consulting, (East Longmeadow, MA), a sole source vendor, for the period beginning September 1, 2014 through December 31, 2014, at an estimated cost of \$10,993.88;
- 7) **Computer Components, Peripherals, Lamps, Software and Supplies (Purchase):** purchase computer components, peripherals, lamps, software and supplies for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$238,000.00 which is based on prior year history, with the following purchasing cooperative vendors:
 - B & H Foto & Electronics, Corp. (New York, NY) \$10,000.00
⇒ TASB – Buyboard and Texas Cooperative Purchasing Network (TCPN)
 - CDWG (Vernon Hills, IL)..... \$80,000.00
⇒ State of Texas Dept of Information Resources (DIR) and Texas Cooperative Purchasing Network (TCPN)
 - GovConnection (Merrimack, NH)..... \$18,000.00
⇒ TASB-Buyboard, Texas Cooperative Purchasing Network (TCPN) an State of Texas Department of Information Resources (DIR)
 - PCMG, Inc. (Chantilly, VA)..... \$80,000.00
⇒ TASB-Buyboard, and State of Texas Department of Information Resources (DIR)
 - SHI Government Solutions, Inc. (Austin, TX)..... \$10,000.00
⇒ TASB-Buyboard and State of Texas Department of Information Resources (DIR)
 - Tiger Direct (Miami, FL)..... \$40,000.00
⇒ TIPS/TAPS Purchasing Cooperative
- 8) **Computers, Laptops, and Tablets (Purchase):** purchase of computers, laptops, and tablets from the State of Texas Department of Information Resources (DIR) approved

vendors Dell Marketing, LP (Dallas, TX) and from the National Joint Powers Alliance approved vendor CDW Government (Vernon Hills, IL) in the total amount of \$299,123.03;

9) Database Licenses and Support (Purchase): purchase database licenses and support from Oracle America, Inc. (Redwood Shores, CA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning December 17, 2014 through December 16, 2015, at a total cost of \$85,318.98;

10)Furniture (Purchase): purchase furniture from the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$37,695.98

A	Allsteel, Inc.	\$2,916.96
B	Bretford Manufacturing	402.55
C	Computer Comforts, Inc.	1,378.72
D	Exemplis Corporation	1,421.20
E	The Hon Company	5,050.90
F	Krueger International, Inc.	7,159.06
G	National Office Furniture	19,366.59
	Total	\$37,695.98

11)Instructional Equipment and Software (Purchase): purchase instructional equipment and software from Lab Resources, Inc. (Tomball, TX), a sole source vendor, at a total cost of \$98,263.26;

12)Graduation Caps and Gowns (Renewal): renew the contract for graduation caps and gowns with Jostens, Inc. (Minneapolis, MN) for the period beginning February 1, 2015 through January 31, 2016, at a total cost of \$37,430.70;

13)Institutional Membership (Renewal): renew an institutional membership with Hispanic Association of Colleges and Universities (San Antonio, TX), a sole source vendor, for the period beginning January 1, 2015 through December 31, 2015, at a total cost of \$10,310.00;

14)Moving Services (Renewal): renew the contracts for moving services with Groves Moving & Storage (Harlingen, TX) and Gateway Printing & Office Supply, Inc. (Edinburg, TX) for the period beginning February 19, 2015 through February 18, 2016, at an estimated cost of \$15,000.00;

15)Signs, Flags, and Banners (Renewal): renew the contracts for signs, flags, and banners for the period beginning January 30, 2015 through January 29, 2016, at an estimated cost of \$12,000.00 based on prior year history, with the following vendors:

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

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

16)Third Party Administrator for 403(b) Plan (Renewal): renew the contract for the third party administrator for 403(b) plan with TSA Consulting Group, Inc. (Ft. Walton Beach, FL), for the period beginning March 1, 2015 through February 28, 2016, at a total cost of \$6,000.00;

17)Vehicle Fuel Program (Renewal): renew the State Fleet Card Program contract for the vehicle fuel program with U. S. Bank Market Fleet Voyager (Kansas City, MO), a State of Texas Procurement and Support Services (TPASS) approved vendor, acting by and through the State of Texas Council of Competitive Government (CCG), for the period beginning January 1, 2015 through December 31, 2015, at an estimated cost of \$70,000.00, based on prior year history;

18)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 February 1, 2015 through August 31, 2015, at a total cost of \$14,117.50;

19)Consulting Services (Contract Extension): contract extension for purchase of consulting services with Evergreen Solutions, LLC. (Tallahassee, FL), a sole source vendor, for the period beginning January 1, 2015 through April 30, 2015, at a cost of \$150.00 per hour not to exceed \$15,000.00.

SUMMARY TOTAL:

The total for all proposal awards, purchases, and renewals is \$1,160,249.83.

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 2014 Tax Roll/Tax Levy for Hidalgo and Starr Counties

Approval of the 2014 Tax Roll/Tax Levy for Hidalgo and Starr Counties is requested.

The 2014 Tax Roll/Tax Levy for Hidalgo and Starr Counties is requested in order to be in compliance with Section 26.09 Item (e) of the Property Tax Code, which reads:

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

Mr. Pablo “Paul” Villarreal, Jr., RTA, Assessor-Collector of Hidalgo County and Mrs. Carmen A. Peña, RTA, Assessor-Collector of Starr County have entered the amount of tax determined as provided by Section 26.09 Item (e) of the Property Tax Code and have submitted to South Texas College the tax roll/tax levy totaling \$56,134,038.45.

The 2014 Tax Roll documents from each county follow in the packet for the Board’s information and review.

The comparison from the 2013 to 2014 tax roll by county is as follows:

	2013	2014
Hidalgo County	\$ 42,343,115.93	\$ 52,781,657.49
Starr County	2,735,855.80	3,352,380.96
Total	<u>\$ 45,078,971.73</u>	<u>\$ 56,134,038.45</u>

The Finance and Human Resources Committee meeting for Thursday, December 11, 2014 was cancelled, and the 2014 Tax Roll/Tax Levy for Hidalgo and Starr Counties is presented for Board approval without a Committee recommendation.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the 2014 Tax Roll/Tax Levy for Hidalgo and Starr Counties 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 2014 Tax Roll/Tax Levy for Hidalgo and Starr Counties as presented.

Approval Recommended:

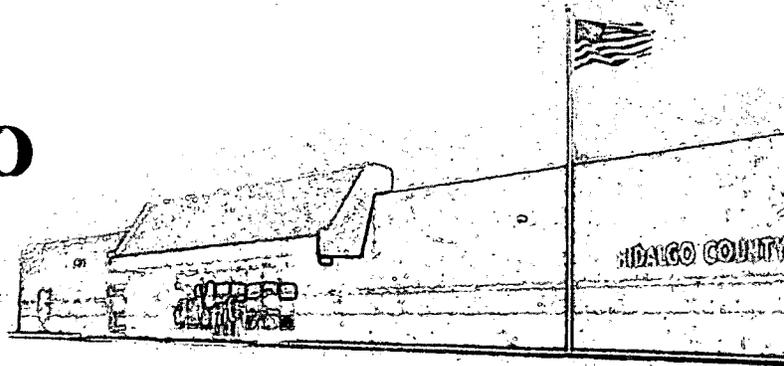
Shirley A. Reed, M.B.A., Ed.D.
President

South Texas College
2014 Tax Roll / Tax Levy
Fiscal Year 2014 - 2015

	Hidalgo County	Starr County	Total
Land	\$ 14,329,878,915.00	\$ 1,003,336,460.00	\$ 15,333,215,375.00
Improvements	18,819,490,750.00	667,362,700.00	19,486,853,450.00
Personal Property	3,792,551,971.00	95,982,450.00	3,888,534,421.00
Minerals & Utility Rolls	582,973,996.00	725,902,070.00	1,308,876,066.00
Autos	-	-	-
Less:	-	-	-
Market Value Lost	-	-	-
Market Efferrment	-	-	-
Starr County	-	-	-
Gross - Total Market Value	\$ 37,524,895,632.00	\$ 2,492,583,680.00	\$ 40,017,479,312.00
Total Homestead Cap Adjustment	129,764,273.00		129,764,273.00
AG Exclusion	3,334,884,637.00	586,808,130.00	3,921,692,767.00
Total Assessed	\$ 34,060,246,722.00	\$ 1,905,775,550.00	\$ 35,966,022,272.00
Less Exemptions:			
Total Exempt Property	4,221,182,638.00	66,688,950.00	4,287,871,588.00
Ag Use	-	-	-
Homestead	-	-	-
Old Age	-	-	-
Disable Persons	-	-	-
Vet Full Exemption	111,583,057.00	2,576,540.00	114,159,597.00
Disable Veteran (Part)	-	1,633,530.00	1,633,530.00
House Bill 366	38,401.00	-	38,401.00
Freeport	399,123,109.00	-	399,123,109.00
Pollution	91,930,139.00	-	91,930,139.00
CHDO Exemption	9,752,606.00	-	9,752,606.00
FTZ CBD TRM CHA VAL	-	-	-
Prorated value	-	-	-
Primarily CHRTBLE	2,115,098.00	-	2,115,098.00
Total Deferred	-	-	-
Total Full Exemptions	64,585,892.00	-	64,585,892.00
Total Partial Exemptions	29,652,887.00	-	29,652,887.00
Total Exemptions	\$ 4,929,963,827.00	\$ 70,899,020.00	\$ 5,000,862,847.00
2014 Taxable Value	29,130,282,895.00	1,834,876,530.00	30,965,159,425.00
2014 Tax Levy (Rate = 0.1850 / 100)	\$ 53,891,023.36	\$ 3,394,521.58	\$ 57,285,544.94
2014 Taxable Value	\$ 29,130,282,895.00	\$ 1,834,876,530.00	\$ 30,965,159,425.00
Frozen Taxable	(2,701,351,358.00)	(123,746,490.00)	(2,825,097,848.00)
Net Taxable Value	\$ 26,428,931,537.00	\$ 1,711,130,040.00	\$ 28,140,061,577.00
Tax Rate	0.1850	0.1850	0.1850
Levy (Before Frozen Levy Loss)	\$ 48,893,523.34	\$ 3,165,590.57	\$ 52,059,113.92
Unfrozen Levy Amount	4,997,500.77	228,931.01	5,226,431.78
Levy Loss due to Freeze	(1,171,768.15)	(42,554.23)	(1,214,322.38)
Frozen Levy Amount	3,825,732.62	186,376.78	4,012,109.40
Late AG	-	-	-
Late Rendition Amount	62,361.11	-	62,361.11
Adjustments	81.59	-	81.59
Rounding	(41.17)	413.61	372.44
Total Levy Amount	\$ 52,781,657.49	\$ 3,352,380.96	\$ 56,134,038.45
	0.94	0.06	1.00
Percentages			
M&O 0.1400 / 0.1850 = 75.68%	\$ 39,942,875.94	\$ 2,536,936.94	\$ 42,479,812.88
I&S 0.0450 / 0.1850 = 24.32%	12,838,781.55	815,444.02	13,654,225.57
Total	\$ 52,781,657.49	\$ 3,352,380.96	\$ 56,134,038.45

Office of Tax Assessor - Collector
COUNTY of HIDALGO

Pablo "Paul" Villarreal, Jr. RTA



P.O. Box 178
Edinburg, Texas 78540-0178
Ph. (956) 318-2157
Fax (956) 318-2733
www.hidalgocountytax.org

October 30, 2014

Shirley A. Reed, President
South Texas College
P.O. Box 9701
McAllen, TX 78502

Dear Ms. Reed,

Enclosed please find the 2014 Tax Roll Totals for your district.

Be advised these totals do not include totals for accounts currently under protest. Those totals will be added once the protests are resolved.

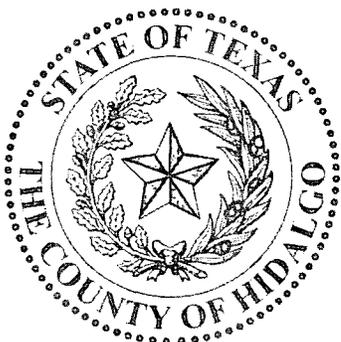
Please place this item on the agenda of your next meeting for approval by your governing body, as per Section 26.09(e), of the Texas Property Tax Code.

Should you have any questions in regards, do contact our office.

Sincerely,

Pablo (Paul) Villarreal Jr., RTA
Hidalgo County Tax Assr/Coll

Xc: Hon. Ray Eufrazio,
Hidalgo County Auditor



South Texas College

ENTITY

The Following information is furnished as requested.

NOTE: IT IS IMPORTANT YOU COMPLETE EACH SECTION SEPARATELY.

Itemized 2014 Tax Rate (per \$100 valuation):

(A) Maintenance and Operation (M and O) \$ 0.14

(B) Debt Service (I and S) \$ 0.045

Total TAX RATE (A + B) FOR 2014 \$ 0.185

Total TAX LEVY FOR 2014 \$ 52,781,657.49

Effective Tax Rate 2014 \$ 0.1472

Rollback Tax Rate 2014 \$ 0.1616

Average Residential Value 2014 \$ 86,495

10-15-14
DATE


SIGNATURE

HIDALGO COUNTY TAX ASSESSOR-COLLECTOR
TITLE

PLEASE RETURN AS SOON AS POSSIBLE TO:

HIDALGO COUNTY APPRAISAL DISTRICT
Attn: Lydia Elizondo, Finance/Personnel Director
PO BOX 208
EDINBURG, TX 78540-0208
FAX: (956) 289-2120

ENTITY	South Texas College		2014
JURISDICTION	55		
EXEMPT VALUE (EXXV)	0	TOTAL PARCELS	330,981
AG EXCLUSION	3,334,884,637	TOTAL MARKET VALUE	37,524,895,632
HS CAPPED AMOUNT	129,764,273	TOTAL EXEMPT PROPERTY	- 8,394,612,737
ABATED AMOUNT	0	TAXABLE VALUE	= 29,130,282,895
FREEMPORT VALUE	399,123,109	TAX RATE PER \$100	* 0.1850
HB366 VALUE	38,401	LEVY (Before Frozen Levy Loss)	= 53,891,023.36
POLLUTION VALUE	91,930,139	LEVY LOSS DUE TO FREEZE	- 1,171,768.15
CHDO EXEMPTION	9,752,606	LATE AG	+ 0.00
PRO CHARITABLE ORG	1,202,143	LATE RENDITION	+ 62,361.11
PRO CHARITBLE	38,772	LEVY	= 52,781,616.32
VETERAN FULL EXEMP	111,583,057	TOTAL LEVY (From TC501)	= 52,781,657.49
HOMESTEAD OVER 65 HOMESTEAD EXEMPTION	0 0	VARIANCE	+/- -41.17
OVER 65 HOMESTEAD SURVIVING SPOUCE	0		
DISABLED	0		
VETERAN EXEMPTIONS	29,652,887		
PRORATED EXXV	4,145,715,096		
PRO MISC EXEMPTS	31,509,698		
PRO YOUTH ASSOC	718,925		
PRO SCHOOLS	28,082,412		
EXEMPT	64,585,892		
PRO NON PROFIT	13,761,384		
CHARITABLE ORG	2,115,098		
PRORATED EXXL	154,208		
TOTAL EXEMPT PROPERTY	8,394,612,737		

* Variance due to account R0650-00-008-0025-00. Incorrect Freeze

Tax Collection System - HIDALGO COUNTY
Certified Roll Jurisdiction Summary
Processing For Tax Year: 2014

Jurisdiction: **55 SOUTH TEXAS COLLEGE**

Total Parcels:	330,981	Tax Rate:	0.1850000	Opt Hom:	0.0000000
Market Value:	37,524,895,632	State Hom:	0	Opt O65:	0
		State O65:	0	Opt Disabled:	0
		Disabled:	0		

AG Exclusion Count:	20,092	AG Exclusion Amt:	3,334,884,637
Timber Exclusion Count:	0	Timber Exclusion Amt:	0
HS Capped Count:	18,354	HS Capped Amt:	129,764,273
Assessed Value:	34,060,246,722		

Exempt Count/Amt:	339	64,585,892			
Pollution Control Count/Amt:	30	91,930,139	Pro Non Profit Count/Amt:	81	13,761,384
Freepport Count/Amt:	144	399,123,109	Pro Schools Count/Amt:	24	28,082,412
Prorated-Exxv Count/Amt:	8,442	4,145,715,096	Chdo Count/Amt:	8	9,752,606
100% Exempt Vet Count/Amt:	1,187	111,583,057	Charitable Org Count/Amt:	14	2,115,098
Pro Misc Exempts Count/Amt:	32	31,509,698	Pro Charitable Org Count/Amt:	31	1,202,143
Pro Youth Associations Count/Amt:	2	718,925	Pro Charitable Functions Count/Amt:	2	38,772
Hb366 Count/Amt:	119	38,401	Prorated-Excl Count/Amt:	2	154,208

State Homestead Count:	119,805	State Homestead Amt:	0
Local Homestead Count:	0	Local Homestead Amt:	0
State Over 65 Count:	34,076	State Over 65 Amt:	0
Local Over 65 Count:	0	Local Over 65 Amt:	0
Surviving Spouse Count:	1,928	Surviving Spouse Amt:	0
Disabled Count:	7,506	Disabled Amt:	0
Total VET Count:	2,922	Total VET Amt:	29,652,887
*VET Surviving Spouse Count:	202	*VET Surviving Spouse Amt:	2,086,217
*Included in the Total VET Count/Amt			

Partial Exempt Values:	29,652,887	Late Rendition Penalty Amt:	62,361.11
Taxable Value:	29,130,282,895		
Total Levy Amt:	52,781,657.49		
Frozen Account Count:	7,784		
Frozen Homesite Value:	42,529		
Frozen Taxable Value:	2,787,649,110		
Unfrozen Levy Amt:	2,701,351,358		
Frozen Levy Amt:	4,997,500.77		
Frozen Levy Loss Amt:	3,825,732.62		
Total Non-Exempt Parcel Count:	1,171,768.15		
	330,642		

SOUTH TEXAS COLLEGE		TAX RATE:	.150000
TOTALS FOR JURISDICTION 0055			
NUMBER OF ACCOUNTS	330,981		
LAND VALUE	14,329,878,915		
IMPROVEMENT VALUE	20,018,449,596		
TOTAL REAL PROPERTY	34,348,328,511		
TOTAL PERSONAL PROPERTY	3,176,567,121		
TOTAL APPRAISED VALUE	37,524,895,632		20,092
LESS AG EXCLUSION	3,334,884,637		
EXEMPTIONS:			
CAP	129,764,273		18,354
HOMESTEAD	0		119,805
OVER 65 AGE	0		34,076
DRH	0		7,480
DAV	29,652,887		2,922
FREPORT	399,123,109		144
HB 366	38,401		119
S SPOUSE	0		1,928
POLLUTION	91,930,139		30
VTX	111,583,057		1,187
MSC	2,115,098		14
CHO	9,752,606		8
SRH	0		26
TOTAL EXEMPT	64,585,892		339
TAXABLE VALUE	29,130,282,895		
ACTUAL LEVY	52,781,657.49		
LEVY LOSS DUE TO FROZEN	1,174,695.81		

2AC

Land	Value		
Homesite:	2,986,897,157		
Non Homesite:	7,840,430,325		
Ag Market:	3,502,551,433		
Timber Market:	0	Total Land	(+) 14,329,878,915

Improvement	Value		
Homesite:	7,332,674,354		
Non Homesite:	11,486,816,396	Total Improvements	(+) 18,819,490,750

Non Real	Count	Value		
Personal Property:	22,660	3,792,551,971		
Mineral Property:	12,006	582,973,996		
Autos:	0	0	Total Non Real	(+) 4,375,525,967
			Market Value	= 37,524,895,632

Ag	Non Exempt	Exempt		
Total Productivity Market:	3,502,551,433	0		
Ag Use:	167,666,796	0	Productivity Loss	(-) 3,334,884,637
Timber Use:	0	0	Appraised Value	= 34,190,010,995
Productivity Loss:	3,334,884,637	0		
			Homestead Cap	(-) 129,764,273
			Assessed Value	= 34,060,246,722
			Total Exemptions Amount (Breakdown on Next Page)	(-) 4,929,963,827
			Net Taxable	= 29,130,282,895

Freeze	Assessed	Taxable	Actual Tax	Ceiling	Count		
DP	428,435,844	413,795,952	575,110.45	615,826.50	7,111		
DPS	1,846,453	1,708,976	2,288.58	2,478.78	25		
QV65	2,237,244,907	2,171,617,124	2,945,964.03	3,091,053.96	33,728		
Total	2,667,527,204	2,587,122,052	3,523,363.06	3,709,359.24	40,864	Freeze Taxable	(-) 2,587,122,052
Tax Rate	0.150000						

Freeze Adjusted Taxable = 26,543,160,843

APPROXIMATE LEVY = (FREEZE ADJUSTED TAXABLE * (TAX RATE / 100)) + ACTUAL TAX
 43,338,104.32 = 26,543,160,843 * (0.150000 / 100) + 3,523,363.06

Tax Increment Finance Value: 0
 Tax Increment Finance Levy: 0.00

Exemption Breakdown

Exemption	Count	Local	State	Total
AB	2	0	0	0
CH	14	2,115,098	0	2,115,098
CHODO (Partial)	8	9,752,606	0	9,752,606
DP	7,480	0	0	0
DPS	26	0	0	0
DV1	721	0	5,811,535	5,811,535
DV1S	34	0	170,000	170,000
DV2	427	0	3,937,293	3,937,293
DV2S	12	0	90,000	90,000
DV3	455	0	4,832,254	4,832,254
DV3S	20	0	200,000	200,000
DV4	1,123	0	12,985,588	12,985,588
DV4S	136	0	1,626,217	1,626,217
DVHS	1,141	0	107,776,894	107,776,894
DVHSS	46	0	3,806,163	3,806,163
EN	1	0	0	0
EX	339	0	64,585,892	64,585,892
EX-XD	31	0	1,202,143	1,202,143
EX-XG	2	0	38,772	38,772
EX-XI	2	0	718,925	718,925
EX-XJ	24	0	28,082,412	28,082,412
EX-XL	2	0	154,208	154,208
EX-XR	81	0	13,761,384	13,761,384
EX-XU	32	0	31,509,698	31,509,698
EX-XV	8,214	0	4,136,193,562	4,136,193,562
EX-XV (Prorated)	228	0	9,521,534	9,521,534
EX366	122	0	38,401	38,401
FR	144	399,123,109	0	399,123,109
HS	119,805	0	0	0
OV65	34,077	0	0	0
OV65S	1,928	0	0	0
PC	30	91,930,139	0	91,930,139
Totals		502,920,952	4,427,042,875	4,929,963,827



COUNTY COURT HOUSE

STARR COUNTY

RIO GRANDE CITY, TEXAS 78582

CARMEN A. PEÑA, RTA
Tax Assessor-Collector
STARR COUNTY
RIO GRANDE CITY, TEXAS 78582

November 6, 2014

Dr. Shirley A. Reed, President
South Texas College
P.O. Box 9701
McAllen, Texas 78502

Dear Dr. Reed:

Enclosed please find the 2014 Tax Roll totals for your district.

Please place this item on the agenda of your next meeting for approval by your governing body, as per Section 26.09(c), of the Texas Property Tax Code.

Should you have any questions in regards, do contact our office.



COUNTY OF STARR
CARMEN A. PEÑA, RTA
TAX ASSESSOR-COLLECTOR

Sincerely,

Carmen A. Peña, RTA
Starr County Tax Assessor/Collector

2014 TAX LEVY

SOUTH TEXAS COLLEGE 3,352,380.96

2014 HISTORY VALUE RECAP

SO TEXAS COLLEGE (62)

Category	Value	Items	Exempt Value		
HS Real:	112,028,760	15,084	313,670		
Non-HS Real:	234,598,490	19,891	39,585,410		
Production Market:	656,709,210	12,700	0	Total Land Mkt Value:	1,003,336,460
HS Improvements:	461,544,500	16,306	1,216,290		
New HS Improvements:	32,116,860	1,195	29,990		
Non-HS Improvements:	170,626,280	3,063	11,101,360		
New Non-HS Improvements:	3,075,060	100	0	Total Imps Mkt Value:	667,362,700
HS Personal:	2,772,810	446	0		
New Personal:	319,430	22	0		
Non-HS Personal:	82,507,850	4,485	1,823,680		
New Non-HS Person	10,382,360	563	0	Total Pers Mkt Value:	95,982,450
Total Real Market:	1,766,681,610	73,855			
MN Value:	0	0			
MN Inv. Value - Real:	0	0			
MN Inv. Value - Personal:	0	0			
Total Mineral Mkt:	0	0		Total Mineral Mkt:	0
Land Timber Gain:	0	0		Total Market Value:	1,766,681,610
Production Market:	656,709,210	12,700			
Land Ag ID Value:	32,210	20			
Land Ag IDI Value:	69,868,870	12,679			
Land Ag Tim Value:	0	0			
Productivity Loss:	586,808,130	12,699		Total Market Taxable:	1,179,873,480
Less Real Exempt Property:	54,070,400	1,334			
Less \$500 Inc. Real Personal:	2,670	19			
Other Freeport:	0	0			
Other Allocation:	0	0			
Other Goods In Transit:	0	0			
Other MultiUse:	0	0			
Less Real/Pers Abatements:	0	0			
Less 10% Cap Loss:	0	0			
Less Min Exempt Property:	0	0			
Less \$500 Inc. Mineral Owner:	0	0			
Less TNRCC:	0	0			
Less Min Abatements/VLA:	0	0			
Less Min Freeports/Int State Com:	0	0			
Less Min Unknowns:	0	0			
Less Protest Value:	0	0			
Total Losses:	640,881,200				
Total Appraised:	1,125,800,410			Total Appraised:	1,125,800,410
Reimbursable Exemptions					
Homestead H,S:	0	0			
Senior S:	0	0			
Disable B:	0	0			
DV 100%:	2,576,540	57			
Total Reimbursable:	2,576,540	57			
Local Discount:	0	0			
Disable Veteran:	1,633,530	192			
Optional 65:	0	0			
Local Disable:	0	0			
State Homestead:	0	0			
Total Exemptions:	4,210,070				
Net Taxable Value:	1,121,590,340			Net Taxable Value	1,121,590,340

**** Freeze Totals: (This is only for Effective Tax Rate Calculation)

Total Ceiling Tax: 186,376.78
 Total Freeze Taxable: - 123,746,490
 New Imp/Pers with Ceiling: + 608,760

Freeze Adjusted Taxable: 998,452,610 **This number DOES NOT represent any Jurisdiction's Certified Taxable Value

Estimated Total Levy: ((Net Taxable Value - Total Freeze Taxable + New Imp/Pers with Ceiling) * Tax Rate / 100) + Total Ceiling Tax
 or (Freeze Adjusted Taxable * Tax Rate / 100) + Total Ceiling Tax

Count of Homesteads for

H	S	F	B	D	W	O	DV	DV100
8422	3247	0	1219	0	0	0	192	57

H - Homestead	W - Widow
S - Over 65	DV - Disabled Veteran
B - Disabled	O - Over 65 (No HS)

Total Parcels: 55,271
 Total Owners: 34,314

Recap Breakdown

Market:

Mineral:

Mineral_Value:	0	0	
Mineral_Value_Rea	0	0	
Mineral_Value_Personal:	0	0	
Mineral Market Total:			0
Mineral Loss:			
Mineral_Exemp	0	0	
Under_500_Mineral:	0	0	
MAbatement:	0.00	0	
MFreePort:	0.00	0	
MUnknown:	0.00	0	
Mineral Exempt Total:			0

Taxload_Mineral Total: 0

Real:

Land HS:	112,028,760	15,084	
Land NHS:	234,598,490	19,891	
Land Prod Market:	656,709,210	12,700	
Land Market Total:	1,003,336,460		
Imp_HS:	461,544,500	16,306	
Imp_NHS:	170,626,280	3,063	
New_Imp_HS:	32,116,860	1,195	
New_Imp_NHS:	3,075,060	100	
Imp Market Total:	667,362,700		
Real Market Value:		1,670,699,160	

Taxload Real Total: 1,031,644,310

Personal:

Personal_HS:	2,772,810	446	
Personal_NHS:	82,507,850	4,485	
New_Personal_HS:	319,430	22	
New_Personal_NHS:	10,382,360	563	
Personal Market Total:		95,982,450	

Taxload_Personal Total: 94,158,770

Ag Loss:

Production Market:	656,709,210	12,700	
Land Ag 1D Value:	32,210	20	
Land Ag 1D1 Value:	69,868,870	12,679	
Land Ag Tim Value:	0	0	
Productivity Loss:			586,808,130

Real Loss:

Land Timber Gain:	0	0	
Land_HS_Exemp	313,670		
Land_NHS_Exemp	39,585,410		
Land_Prod_Market_Exempt:	0		
Imp_HS_Exemp	1,216,290		
New_Imp_HS_Exemp	29,990		
Imp_NHS_Exempt:	11,101,360		
New_Imp_NHS_Exemp	0		
Real Exempt Total:			52,246,720

Personal Loss:

Personal_HS_Exempt:	0		
Personal_NHS_Exemp	1,823,680		
New_Personal_HS_Exemp	0		
New_Personal_NHS_Exempt:	0		
Under_500_Personal:	2,670		
Personal Exempt Total:			1,823,680

Total Appraised: 1,125,800,410

Taxroll_Load_Total:

1,125,803,080

Special Certified Totals:

Exempt Value of First Time Absolute Exemption:	\$212,800
Exempt Value of First Time Partial Exemption:	\$0
Value Loss Due to New AGT/Timber:	\$174,930
New Imps/New Pers Market Value:	\$45,863,720

Combined Recap

Cat Code	Items	Acres	Total Real	Ag/Timber	Production Mkt	Taxable Land	Total Improvements	Total Personal	Total Mkt Taxable	Total Net Taxable
A1	15,327	4,488.376	115,182,340	0	0	115,182,340	464,719,230	0	579,901,570	576,093,360
A2	951	268.003	6,137,030	0	0	6,137,030	7,122,850	0	13,259,880	13,175,320
A3	1,515	0.000	0	0	0	0	29,459,900	0	29,459,900	29,402,740
A*	17,793	4,756.379	121,319,370	0	0	121,319,370	501,301,980	0	622,621,350	618,671,420
B1	309	88.646	3,423,430	0	0	3,423,430	25,390,550	0	28,813,980	28,789,980
B*	309	88.646	3,423,430	0	0	3,423,430	25,390,550	0	28,813,980	28,789,980
C1	11,016	3,906.619	93,418,280	0	0	93,418,280	0	0	93,418,280	93,319,320
C*	11,016	3,906.619	93,418,280	0	0	93,418,280	0	0	93,418,280	93,319,320
D1	12,700	734,462.327	0	69,901,080	656,709,210	69,901,080	0	0	69,901,080	69,837,080
D2	10	0.000	0	0	0	0	169,580	0	169,580	169,580
D*	12,710	734,462.327	0	69,901,080	656,709,210	69,901,080	169,580	0	70,070,660	70,006,660
E	5,017	32,384.682	37,490,350	0	0	37,490,350	899,610	0	38,389,960	38,357,990
E1	430	180.052	1,042,690	0	0	1,042,690	5,617,730	0	6,660,420	6,660,420
E*	5,447	32,564.734	38,533,040	0	0	38,533,040	6,517,340	0	45,050,380	45,018,410
F1	1,294	693.219	50,003,650	0	0	50,003,650	121,320,620	0	171,324,270	171,288,270
F2	10	0.000	0	0	0	0	314,990	0	314,990	314,990
F*	1,304	693.219	50,003,650	0	0	50,003,650	121,635,610	0	171,639,260	171,603,260
J5	5	14.381	28,760	0	0	28,760	0	175,780	204,540	204,540
J*	5	14.381	28,760	0	0	28,760	0	175,780	204,540	204,540
L1	4,870	0.000	0	0	0	0	0	85,907,340	85,907,340	85,907,340
L*	4,870	0.000	0	0	0	0	0	85,907,340	85,907,340	85,907,340
M1	500	0.000	0	0	0	0	0	3,295,220	3,295,220	3,290,010
M*	500	0.000	0	0	0	0	0	3,295,220	3,295,220	3,290,010
S	32	0.000	0	0	0	0	0	4,779,400	4,779,400	4,779,400
S*	32	0.000	0	0	0	0	0	4,779,400	4,779,400	4,779,400
XB	3	0.000	0	0	0	0	0	1,030	1,030	0
XC	16	0.000	1,640	0	0	1,640	0	0	1,640	0
XV	1,334	22,616.721	39,899,080	0	0	39,899,080	12,347,640	1,823,680	54,070,400	0
X*	1,353	22,616.721	39,900,720	0	0	39,900,720	12,347,640	1,824,710	54,073,070	0
Totals:	55,339	799,103.027	346,627,250	69,901,080	656,709,210	416,528,330	667,362,700	95,982,450	1,179,873,480	1,121,590,340

Category	Value	Items	Exempt Value		
HS Real:	0	0	0		
Non-HS Real:	0	0	0		
Production Market:	0	0	0	Total Land Mkt Value:	0
HS Improvements:	0	0	0		
New HS Improvements:	0	0	0		
Non-HS Improvements:	0	0	0		
New Non-HS Improvements:	0	0	0	Total Imps Mkt Value:	0
HS Personal:	0	0	0		
New Personal:	0	0	0		
Non-HS Personal:	0	0	0		
New Non-HS Person	0	0	0	Total Pers Mkt Value:	0
Total Real Market	0	0			
MN Value:	563,696,390	39,124			
MN Inv. Value - Real:	162,205,680	639			
MN Inv. Value - Personal:	0	0			
Total Mineral Mkt:	725,902,070	39,763		Total Mineral Mkt:	725,902,070
				Total Market Value:	725,902,070
Land Timber Gain:	0	0			
Production Market:	0	0			
Land Ag 1D Value:	0	0			
Land Ag 1D1 Value	0	0			
Land Ag Tim Value	0	0			
Productivity Loss:	0	0		Total Market Taxable:	725,902,070
Less Real Exempt Property:	0	0			
Less \$500 Inc. Real Personal:	0	0			
Other Freeport:	0	0			
Other Allocation:	0	0			
Other Goods In Transit:	0	0			
Other MultiUse:	0	0			
Less Real/Pers Abatements:	0	0			
Less 10% Cap Loss:	0	0			
Less Min Exempt Property:	11,691,370	989			
Less \$500 Inc. Mineral Owner:	402,250	5,383			
Less TNRCC:	522,260	8			
Less Min Abatements/VLA:	0	0			
Less Min Freeports/Int State Com:	0	0			
Less Min Unknowns:	0	0			
Less Protest Value:	0	0			
Total Losses:	12,615,880				
Total Appraised:	713,286,190			Total Appraised:	713,286,190
Reimbursable Exemptions					
Homestead H,S:	0	0			
Senior S:	0	0			
Disable B:	0	0			
DV 100%:	0	0			
Total Reimbursable:	0	0			
Local Discount:	0	0			
Disable Veteran:	0	0			
Optional 65:	0	0			
Local Disable:	0	0			
State Homestead:	0	0			
Total Exemptions:	0				
Net Taxable Value:	713,286,190			Net Taxable Value	713,286,190

**** Freeze Totals: (This is only for Effective Tax Rate Calculation)

Total Ceiling Tax: 0.00
 Total Freeze Taxable: - 0
 New Imp/Pers with Ceiling: + 0

Freeze Adjusted Taxable: 713,286,190 **This number DOES NOT represent any Jurisdiction's Certified Taxable Value

Estimated Total Levy: ((Net Taxable Value - Total Freeze Taxable + New Imp/Pers with Ceiling) * Tax Rate / 100) + Total Ceiling Tax
 or (Freeze Adjusted Taxable * Tax Rate / 100) + Total Ceiling Tax

Count of Homesteads for

H	S	F	B	D	W	O	DV	DV100
0	0	0	0	0	0	0	0	0

H - Homestead	W - Widow
S - Over 65	DV - Disabled Veteran
B - Disabled	O - Over 65 (No HS)

Total Parcels: 39,763
 Total Owners: 6,406

Special Certified Totals:

Exempt Value of First Time Absolute Exemption:
 Exempt Value of First Time Partial Exemption:
 Value Loss Due to New AGT/Timber:
 New Imps/New Pers Market Value:

Combined Recap

Cat Code	Items	Acres	Total Real	Ag/Timber	Production Mkt	Taxable Land	Total Improvements	Total Personal	Total Mkt Taxable	Total Net Taxable
F2	11	0.000	0	0	0	0	21,476,760	0	21,476,760	21,035,430
F*	11	0.000	0	0	0	0	21,476,760	0	21,476,760	21,035,430
G1	32,758	0.000	0	0	0	0	551,608,490	0	551,608,490	551,608,490
G*	32,758	0.000	0	0	0	0	551,608,490	0	551,608,490	551,608,490
J2	3	0.000	0	0	0	0	326,900	0	326,900	326,900
J3	42	0.000	0	0	0	0	36,222,920	0	36,222,920	36,222,920
J4	48	0.000	0	0	0	0	10,163,630	0	10,163,630	10,163,630
J6	182	0.000	0	0	0	0	29,846,190	0	29,846,190	29,846,190
J6A	2	0.000	0	0	0	0	65,530	0	65,530	65,530
J7	5	0.000	0	0	0	0	3,702,440	0	3,702,440	3,702,440
J8	115	0.000	0	0	0	0	30,691,580	0	30,691,580	30,610,650
J*	397	0.000	0	0	0	0	111,019,190	0	111,019,190	110,938,260
L1L	1	0.000	0	0	0	0	8,230	0	8,230	8,230
L1T	6	0.000	0	0	0	0	1,074,950	0	1,074,950	1,074,950
L2A	1	0.000	0	0	0	0	595,720	0	595,720	595,720
L2C	24	0.000	0	0	0	0	4,754,900	0	4,754,900	4,754,900
L2E	1	0.000	0	0	0	0	1,475,650	0	1,475,650	1,475,650
L2G	50	0.000	0	0	0	0	11,125,850	0	11,125,850	11,125,850
L2H	19	0.000	0	0	0	0	301,880	0	301,880	301,880
L2I	7	0.000	0	0	0	0	808,970	0	808,970	808,970
L2J	12	0.000	0	0	0	0	126,800	0	126,800	126,800
L2L	3	0.000	0	0	0	0	256,330	0	256,330	256,330
L2M	10	0.000	0	0	0	0	660,400	0	660,400	660,400
L2O	1	0.000	0	0	0	0	1,100	0	1,100	1,100
L2P	53	0.000	0	0	0	0	6,919,580	0	6,919,580	6,919,580
L2Q	37	0.000	0	0	0	0	1,593,650	0	1,593,650	1,593,650
L*	225	0.000	0	0	0	0	29,704,010	0	29,704,010	29,704,010
XC	5,383	0.000	0	0	0	0	402,250	0	402,250	0
XG1	988	0.000	0	0	0	0	11,686,870	0	11,686,870	0
XL2	1	0.000	0	0	0	0	4,500	0	4,500	0
X*	6,372	0.000	0	0	0	0	12,093,620	0	12,093,620	0
Totals:	39,763	0.000	0	0	0	0	725,902,070	0	725,902,070	713,286,190

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

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

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

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

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

Each taxing unit pays its allocation in four equal payments.

The tax year 2014 projected allocations, per the District’s budgets, are \$572,136.00 for Hidalgo County Appraisal District and \$99,314.00 for Starr County Appraisal District, for a total of \$671,450.00. The first quarterly invoice payments for Hidalgo County and Starr County are due by December 31, 2014.

The Tax Year 2014 allocations changed from the Tax Year 2013 allocations as follows:

	2013	2014	Difference
Hidalgo County	\$ 397,747.00	\$ 572,136.00	\$ 174,389.00
Starr County	78,566.89	99,314.00	20,747.11
Total	\$ 476,313.89	\$ 671,450.00	\$ 195,136.11

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

The Finance and Human Resources Committee meeting for Thursday, December 11, 2014 was cancelled, and the payments to the Hidalgo County Appraisal District and the Starr County Appraisal District for the allocated cost as stated in the Texas Property Tax Code, Chapter 6, Section 6.06 (e) are presented for Board approval without a Committee recommendation.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the payments to the Hidalgo County Appraisal District and the Starr County Appraisal District for the allocated cost as stated in the Texas Property Tax Code, Chapter 6, Section 6.06 (e) and as presented.

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

The Board of Trustees of South Texas College approves and authorizes the payments to the Hidalgo County Appraisal District and the Starr County Appraisal District for the allocated cost as stated in the Texas Property Tax Code, Chapter 6, Section 6.06 (e) and as presented.

Approval Recommended:

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

President

2015 OFFICIAL ENTITY ASSESSMENT

ENTITY:	2014 Tax Levied	2014 Percent	2014 Assessment	2015 Official Assessment	Quarterly Amount
Hidalgo County	\$ 167,256,802	22.937%	\$ 1,732,783.00	\$ 1,813,008.00	\$ 453,252.00
Drainage Dist.#1	\$ 26,632,748	3.652%	\$ 275,953.00	\$ 288,690.00	\$ 72,172.50
Entity Totals	\$ 193,889,550	26.589%	\$ 2,008,736.00	\$ 2,101,698.00	\$ 525,424.50
<u>Fire Districts:</u>					
EMS District #1	\$ 122,421	0.017%	\$ 1,137.00	\$ 1,327.00	\$ 331.75
EMS District #2	\$ 254,902	0.035%	\$ 2,603.00	\$ 2,763.00	\$ 690.75
EMS District #3	\$ 437,264	0.060%	\$ 4,759.00	\$ 4,739.00	\$ 1,184.75
EMS District #4	\$ 194,660	0.027%	\$ 1,812.00	\$ 2,110.00	\$ 527.50
Entity Totals	\$ 1,009,247	0.138%	\$ 10,311.00	\$ 10,939.00	\$ 2,734.75
<u>Irrigation Districts:</u>					
Donna #1	\$ 461,300	0.063%	\$ 4,459.00	\$ 5,000.00	\$ 1,250.00
Delta Lake	\$ 341,805	0.047%	\$ 3,586.00	\$ 3,705.00	\$ 926.25
Kennedy Co GCD	\$ 470	0.0001%	\$ 5.00	\$ 5.00	\$ 1.25
Brush Country GCD	\$ 362	0.0000%	\$ 4.00	\$ 4.00	\$ 1.00
Red Sands GCD	\$ 68,171	0.0093%	\$ 762.00	\$ 739.00	\$ 184.75
Entity Totals	\$ 872,108	0.110%	\$ 8,816.00	\$ 9,453.00	\$ 2,363.25
<u>Cities:</u>					
Alamo	\$ 3,049,831	0.418%	\$ 30,398.00	\$ 33,059.00	\$ 8,264.75
Alton	\$ 1,442,751	0.198%	\$ 15,205.00	\$ 15,639.00	\$ 3,909.75
Donna	\$ 5,027,897	0.689%	\$ 55,867.00	\$ 54,501.00	\$ 13,625.25
Edcouch	\$ 422,080	0.058%	\$ 4,614.00	\$ 4,575.00	\$ 1,143.75
Edinburg	\$ 22,437,312	3.077%	\$ 229,026.00	\$ 243,213.00	\$ 60,803.25
Elsa	\$ 1,280,233	0.176%	\$ 12,349.00	\$ 13,877.00	\$ 3,469.25
Granjeno	\$ 18,502	0.003%	\$ 196.00	\$ 201.00	\$ 50.25
Hidalgo	\$ 1,687,119	0.231%	\$ 18,178.00	\$ 18,288.00	\$ 4,572.00
La Joya	\$ 695,788	0.095%	\$ 7,407.00	\$ 7,542.00	\$ 1,885.50
La Villa	\$ 335,594	0.046%	\$ 3,441.00	\$ 3,638.00	\$ 909.50
McAllen	\$ 36,952,497	5.067%	\$ 354,650.00	\$ 400,553.00	\$ 100,138.25
Mercedes	\$ 3,970,409	0.544%	\$ 37,618.00	\$ 43,038.00	\$ 10,759.50
Mission	\$ 18,277,993	2.507%	\$ 196,696.00	\$ 198,128.00	\$ 49,532.00
Palmview	\$ 1,208,287	0.166%	\$ 9,873.00	\$ 13,098.00	\$ 3,274.50
Penitas	\$ 881,871	0.121%	\$ 9,114.00	\$ 9,560.00	\$ 2,390.00
Progreso	\$ 571,977	0.078%	\$ 5,796.00	\$ 6,200.00	\$ 1,550.00
Pharr	\$ 16,044,973	2.200%	\$ 162,649.00	\$ 173,922.00	\$ 43,480.50
San Juan	\$ 6,062,874	0.831%	\$ 64,004.00	\$ 65,719.00	\$ 16,429.75
Sullivan City	\$ 344,794	0.047%	\$ 3,213.00	\$ 3,737.00	\$ 934.25
Weslaco	\$ 9,952,186	1.365%	\$ 102,663.00	\$ 107,878.00	\$ 26,969.50
Entity Totals	\$ 130,664,968	17.919%	\$ 1,322,957.00	\$ 1,416,366.00	\$ 354,091.50

**2015 OFFICIAL
ENTITY ASSESSMENT**

ENTITY:	2014 Tax Levied	2014 Percent	2014 Assessment	2015 Official Assessment	Quarterly Amount
<u>Schools:</u>					
Donna	\$ 14,195,490	1.947%	\$ 135,033.00	\$ 153,874.00	\$ 38,468.50
Edcouch-Elsa	\$ 3,490,018	0.479%	\$ 35,016.00	\$ 37,830.00	\$ 9,457.50
Edinburg	\$ 64,205,217	8.805%	\$ 649,825.00	\$ 695,963.00	\$ 173,990.75
Hidalgo	\$ 6,377,814	0.875%	\$ 67,339.00	\$ 69,133.00	\$ 17,283.25
La Joya	\$ 27,564,805	3.780%	\$ 293,189.00	\$ 298,793.00	\$ 74,698.25
La Villa	\$ 1,320,951	0.181%	\$ 14,115.00	\$ 14,319.00	\$ 3,579.75
Lyford	\$ 122,288	0.017%	\$ 1,166.00	\$ 1,326.00	\$ 331.50
McAllen	\$ 70,893,801	9.722%	\$ 755,114.00	\$ 768,465.00	\$ 192,116.25
Mercedes	\$ 6,630,355	0.909%	\$ 61,143.00	\$ 71,871.00	\$ 17,967.75
Mission	\$ 22,404,044	3.072%	\$ 230,114.00	\$ 242,852.00	\$ 60,713.00
Monte Alto	\$ 1,147,500	0.157%	\$ 11,103.00	\$ 12,438.00	\$ 3,109.50
PSJA	\$ 51,125,723	7.011%	\$ 511,649.00	\$ 554,186.00	\$ 138,546.50
Progreso	\$ 1,917,379	0.263%	\$ 18,365.00	\$ 20,784.00	\$ 5,196.00
Sharyland	\$ 35,638,268	4.887%	\$ 364,477.00	\$ 386,307.00	\$ 96,576.75
So Tx College	\$ 52,781,657	7.238%	\$ 449,667.00	\$ 572,136.00	\$ 143,034.00
South Texas ISD	\$ 14,542,763	1.994%	\$ 150,861.00	\$ 157,639.00	\$ 39,409.75
Valley View	\$ 5,803,557	0.796%	\$ 61,154.00	\$ 62,909.00	\$ 15,727.25
Weslaco	\$ 22,612,366	3.101%	\$ 225,139.00	\$ 245,110.00	\$ 61,277.50
Entity Total	\$ 402,773,996	55.234%	\$ 4,034,469.00	\$ 4,365,935.00	\$ 1,091,483.75
GRAND TOTALS	\$ 729,209,869	100%	\$ 7,385,289.00	\$ 7,904,391.00	\$ 1,976,097.75
BUDGET TOTAL			\$ 7,385,289.00	\$ 7,904,391.00	



Hidalgo County Appraisal District

P.O. Box 208
Edinburg, TX 78540-0208

DATE	INVOICE #
1/2/2015	2435

BILL TO
South Texas College Business Office P.O. Box 9500 McAllen TX 78501

DUE DATE
2/2/2015

ITEM	AMOUNT
2 School Assessments	143,034.00

1st Quarter
January - March 2015

Please Remit to:

Hidalgo County Appraisal District
P.O. Box 208
Edinburg, Texas 78540-0208

Please Note: Penalty and interest charges are required by the Texas Property Tax Code, Section 6.06, paragraph e.

Penalty - 5% of quarterly payment due.

Interest - 10% per annum of quarterly payment due.

Penalty and Interest will begin to accrue if payment is not received by February 2, 2014.

Total	\$143,034.00
Balance Due	\$143,034.00

Phone #	Fax #
(956) 381-8466	(956) 289-2120

Web Site
www.hidalgoad.org



STARR COUNTY APPRAISAL DISTRICT
 100 N FM 3167, STE# 300
 RIO GRANDE CITY, TEXAS 78582
 PHONE: 956-487-5613 FAX: 956-487-8555

BOARD OF DIRECTORS

Cesar Gonzalez, Chairman
 Raul Pena Jr., Vice-Chairman
 Arturo S. Perez,, Secretary
 Eloy Garza, Member
 Basilio Villarreal Jr., Member
 Carmen A.Pena, Member

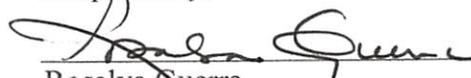
ROSALVA GUERRA
 CHIEF APPRAISER

NOVEMBER 05, 2014

ALLOCATIONS FOR 2015

RIO GRANDE CITY C.I.S.D.	\$15,611,111	32.16	\$462,889.63
SAN ISIDRO I.S.D	\$ 2,325,771	4.79	\$ 68,944.08
ROMA I.S.D	\$ 5,208,081	10.73	\$154,440.48
STARR COUNTY (I&S & FM/FC& STARR CO DRAINAGE DIST)	\$14,138,926	29.12	\$419,133.89
STARR COUNTY HOSP.	\$ 4,821,604	9.93	\$142,925.81
SOUTH TEXAS COLLEGE	\$ 3,352,380	6.90	\$ 99,314.00
CITY OF ROMA	\$ 830,968	1.71	\$ 24,612.60
CITY OF R.G.C.	\$ 2,155,965	4.44	\$ 63,906.40
CITY OF ESCOBARES	\$ <u>105,880</u>	<u>.22</u>	\$ <u>3,166.53</u>
	\$ 48,550,686	100%	\$1,439,333.42

Respectfully,


 Rosalva Guerra
 Chief Appraiser
 Starr County Appraisal District



STARR COUNTY APPRAISAL DISTRICT
100 N FM 3167, STE# 300
RIO GRANDE CITY, TEXAS 78582
PHONE: 956-487-5613 FAX: 956-487-8555

BOARD OF DIRECTORS

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Carmen A.Pena, Member

ROSALVA GUERRA
CHIEF APPRAISER

November 05, 2014

Dr. Shirley Reed, President
South Texas College
3201 W. Pecan
McAllen, Texas 78501

Dear Dr. Reed:

In accordance with Section 6.06 of the Texas Property Tax Code, I am hereby submitting a payment schedule for 2015 based on the 2015 budget and your tax levy for 2014-2015.

Total allocation for the year 2015 is	<u>\$ 99,314.00</u>
First quarter installment for 2015 is due 12/31/14	<u>\$ 24,828.50</u>
Second quarter installment for 2015 is due 3/31/15	<u>\$ 24,828.50</u>
Third quarter installment for 2015 is due 6/30/15	<u>\$ 24,828.50</u>
Fourth quarter installment for 2015 due 9/30/15	<u>\$ 24,828.50</u>

Please remit all payments to the Starr County Appraisal District, 100 N FM 3167 STE 300, Rio Grande City, Texas 78582. If you have any questions, please feel free to contact me at this office. Your full cooperation in this matter is greatly appreciated.

Respectfully,

Rosalva Guerra
Chief Appraiser
Starr County Appraisal District

RG:cf
xc:Mr. Jesus Ramirez, Attorney
xc:Ms. Rose Benavidez, Chairwoman
xc:Mrs. Myriam Lopez, Comptroller
xc: Mrs. Alma Church, Business Office

Review and Action as Necessary on Annual Investment Report

Approval of the Annual Investment Report for FY 2013-2014 is requested.

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

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

At August 31, 2014, the College had a total amount of \$240,790,425.01 in bank deposits, in seven (7) public funds interest checking accounts totaling \$76,182,784.32, and seven (7) certificates of deposit totaling \$164,607,640.69. In addition, the College held an endowment investment in the form of a coin collection valued at \$5,589.70 and maintained change funds available for cashiering purposes in the amount of \$8,950.00. As of August 31, 2014, the investments and cash on hand totaled \$240,804,964.71.

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

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

The Finance and Human Resources Committee meeting for Thursday, December 11, 2014 was cancelled, and the Annual Investment Report for FY 2013-2014 is presented for Board approval without a Committee recommendation.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the Annual Investment Report for FY 2013-2014, as presented.

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

The Board of Trustees of South Texas College approves and authorizes the Annual Investment Report for FY 2013-2014, as presented.

Approval Recommended:

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

**South Texas College
Annual Investment Report (Including Deposits)**

**August 31, 2014
Market Value**

Investment or Deposit Type

Publicly Traded Equity and Similar Investments

Common Stock (U.S. and foreign stocks held in separately managed accounts or internally managed by institution investment staff; exclude mutual or commingled funds)	
Equity/Stock Mutual Funds	
Balanced Mutual Funds (where target allocation is > 50% equities)	
"Commonfund" Equity Commingled Funds	
Other Equity Commingled Funds (if primarily invested in publicly traded equities)	
Preferred Stock	
Other - list by type	
Total Publicly Traded Equity and Similar Investments	0.00

"Other" Investments - Other than Publicly Traded Equity and Debt Investments

Real Estate (include direct ownership & investments in real estate limited partnerships, private REITs, or similar vehicles; include a portfolio of publicly traded REITs if managed as a separate asset allocation category rather than comprising part of a broadly diversified stock portfolio)	
Other Real Asset Investments (e.g. investments in infrastructure funds)	
Private Equity	
Hedge Funds	
"Commonfund" Alternative Asset Commingled Funds (Real Estate, Private Equity, Hedge Funds, Commodities, etc.)	
Annuities	
Commodities	
Collectibles	
Other - Miscellaneous Coins	5,589.70
Total "Other" Investments - Other than Publicly Traded Equity & Debt Investments	5,589.70

Publicly Traded Debt & Similar Investments >1 year maturity

U.S. Government Securities ("Treasuries")	
U.S. Government Agency Securities ("Agencies")	
Mortgage Pass-Throughs - "Agency"	
Mortgage Pass-Throughs - "Private Label"	
Asset-Backed Securities (ABS) (other than mortgage-backed securities)	
Sovereign Debt (non-U.S.)	
Municipal Obligations	
Collateralized Mortgage Obligations (CMOs) - list below by category	
Interest Only Strips (IOs)	
Principal Only Strips (POs)	
Inverse Floaters	
Stated Final Maturity longer than 10 years	
Other CMOs - "Agency"	
Other CMOs - "Private Label"	
Corporate Obligations (U.S. or foreign companies) - list below by rating	
Highly Rated (AAA/AA or equivalent)	
Other Investment Grade (A/BBB or equivalent)	
High Yield Bonds (<BBB or equivalent)	
Not Rated (NR)	
Fixed Income/Bond Mutual Funds (longer term; registered with the SEC)	
Balanced Mutual Funds (where target allocation is > 50% bonds or other debt securities)	
"Commonfund" Fixed Income/Bond Commingled Funds	
Other Fixed Income/Bond Commingled Funds (primarily invested in publicly traded debt securities; not registered with the SEC)	
GICs (Guaranteed Investment Contracts)	
Other - list by type	
Total Publicly Traded Debt & Similar Investments >1 year	0.00

**South Texas College
Annual Investment Report (Including Deposits)**

**August 31, 2014
Market Value**

Investment or Deposit Type	Market Value
Short-Term Investments & Deposits	
U.S. Government Securities ("Treasuries")	
U.S. Government Agency Securities ("Agencies")	
Bankers' Acceptances	
Commercial Paper - A1/P1 (or equivalent)	
Other Commercial Paper - lower rated	
Repurchase Agreements (Repos)	
Money Market Mutual Funds (registered with the SEC)	
Short-Term Mutual Funds Other than Money Market Mutual Funds (registered with the SEC)	
Public Funds Investment Pool Created to Function as a Money Market Mutual Fund (not registered w/ SEC but "2a7-like")	
TexPool (and TexPool Prime)	
Other Public Funds Investment Pools Functioning as Money Market Mutual Funds	
Other Investment Pools - Short-Term (not created to function as a money market mutual fund)	
Certificates of Deposit (CD) - Nonnegotiable	164,607,640.69
Certificates of Deposit (CD) - Negotiable	
Bank Deposits	76,182,784.32
Cash Held at State Treasury	
Securities Lending Collateral Reinvestments (direct investments or share of pooled collateral)	
Other - Cash on hand	8,950.00
Total Short-Term Investments & Deposits	240,799,375.01
TOTAL INVESTMENTS and DEPOSITS	240,804,964.71

Annual Investment Report - Prepared for State Auditor's Office

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

Operating (Unrestricted Fund, Auxiliary Fund,
Restricted Fund, Agency Fund, Endowment Fund,
Payroll, Federal Draw Down and Student)

No.	Certificate of Deposit (CD) or Interest Checking (Chkg)	Bank Acct. No.	Interest Revenue	Reconciled Bank Balance
1	Chkg - Operating	51015560	\$ 17,413.47	\$ 47,877,930.77
2	CD - Operating	6721404763	79,919.01	69,180,513.98
3	CD - Operating #1	6721402728	24,971.31	30,494,329.34
4	CD - Operating #2	6720461747	43,582.26	0.00
5	CD - Endowment - Alfredo De Los Santos	6721406103	17.40	15,107.49
6	CD - Endowment - Futuro Brillante	6721402310	231.36	200,199.25
7	CD - Endowment - Glen & Rita Roney	6721403899	134.93	116,757.88
8	Chkg - Payroll	51025558	319.26	30,919.89
9	Chkg - Federal Draw Down	51015544	159.75	0.00
10	Chkg - Student	41376536	752.44	822,883.56
Total			\$ 167,501.19	\$ 148,738,642.16

Unexpended Plant Fund - Non Bond
Transfers from Unrestricted

No.	Certificate of Deposit (CD) or Interest Checking (Chkg)	Bank Acct. No.	Interest Revenue	Reconciled Bank Balance
11	CD - Construction - E&G Transfer	6721403309	\$ 11,075.01	\$ 9,586,898.15
12	CD - Construction - E&G Transfer #1	6720462328	3,624.77	-
13	Chkg - Construction - E&G Transfer	51067625	2,446.25	7,208,141.37
Total			\$ 17,146.03	\$ 16,795,039.52

Unexpended Plant Fund - Bond
Bonds Series 2014

No.	Certificate of Deposit (CD) or Interest Checking (Chkg)	Bank Acct. No.	Interest Revenue	Reconciled Bank Balance
14	CD - Construction - LT Bonds Series 2014	6721394822	\$ 16,094.55	\$ 55,013,834.60
15	Chkg - Construction - LT Bonds Series 2014	6720987978	1,735.23	4,916,523.44
Total			\$ 17,829.78	\$ 59,930,358.04

Retirement of Indebtedness - Plant Fund
Bond 1996, 2002, 2003, 2004, 2007, 2010 & 2013 - Interest & Sinking (I&S)
Bond 1999 & 2007 - Interest & Sinking (I&S)

No.	Certificate of Deposit (CD) or Interest Checking (Chkg)	Bank Acct. No.	Interest Revenue	Reconciled Bank Balance
16	Chkg I&S - Bond 1999 & 2007	51060671	\$ 12.84	\$ 465.10
17	Chkg I&S - Bond 1996, 2002, 2003, 2004, 2007, 2010 & 2013	51029782	9,397.41	15,325,920.19
18	CD - Interest and Sinking	6716251517	3,027.41	0.00
Total			\$ 12,437.66	\$ 15,326,385.29

Grand Total	\$ 214,914.66	\$ 240,790,425.01
Total Reconciled Bank & General Ledger Balances		\$ 240,790,425.01

19	Miscellaneous Coins			\$ 5,589.70
20	Cash on hand			8,950.00
Total Investments and Cash on hand				\$ 240,804,964.71

Update on Status of 2013 Bond Construction Program

Facilities Space Programs (Building Interior Spaces)

- Current facilities space program have been forwarded to B&A for their review, recommendations, and will be used to begin Bond Construction Program design
- All of Space Data has now been converted to Macro BIM in three dimensional format for hand off to architectural firms and start of schematic design. The information will be provided as part of a Compact Disc and read under format acceptable to A/E Firms.

Facilities Design Standards and Guidelines

- FPC has updated building standards and forwarded to B&A for review. B&A and FPC are working collaboratively in updating as necessary.
- Goal is to have these standards complete for start of Architectural design process

Solicitation of Architectural and Engineering Firms

- Board of Trustees identified most highly qualified Architectural Design Teams and distribution of Construction Bond Program projects on September 23, 2014 and authorized Broaddus & Associates and STC staff to commence negotiation process for four priority projects
- A/E draft agreement has been approved by Board for inclusion in negotiations
- Fee Schedule - STC's currently approved A/E fee schedule has been re-evaluated by B&A and recommended schedule was approved by Board of Trustees.
- Contractual information has been forwarded to A/E firms including fee schedule.
- Recommendation for approval of A/E fees for priority projects will be presented and discussed with the Board Facilities Committee on December 11, 2014.

Solicitation of Engineering Firms

- RFQ's for Civil Engineering (CE)/Surveying Services and for Mechanical Engineering Plumbing (MEP) Engineering Services were approved by Board in August 2014; these services will be required for design of Thermal Energy Plants and Parking and Site Improvements
 - Board of Trustees identified the top most highly qualified Thermal Energy Engineers and authorized to commence the negotiation process at the October 28, 2014 meeting.
 - Recommendation for approval of engineers' fees for priority projects will be presented and discussed with the Board Facilities Committee in January 2015.
 - Board of Trustees identified the top most highly qualified Civil Engineers and authorized commencement of the negotiation process at the November 20, 2014 meeting.
 - Recommendation for approval of engineers' fees for priority projects will be presented and discussed with the Board Facilities Committee in January 2015.

Look Ahead

- Program Confirmation Complete
 - Design Standards and Guidelines Review
 - Macro BIM (three dimensional space program requirements) Start-up
 - Furniture Standards
- Focus work on Project Priorities as directed by Board
- Baseline Master Program Schedule is complete and will be updated as the Architects' and CMR contracts are completed
- A/E negotiations in progress and recommendations will be submitted to the Facilities Committee on 12/11/14 for Priority Projects as directed by Board
- Construction Managers at Risk project assignments were presented to the Facilities Committee on October 14, 2014. CM@R Contract, RFP and authorization for solicitation will be presented in January 2015 at the Facilities Committee meeting.
- Construction Manager at Risk Solicitation Documents are being finalized including all supporting information such as agreement, submission forms, etc.
- IT/AV Consultant proposal will be presented to Facilities Committee on 12/11/14.
- Owner In-site project management software set-up and training in progress
- Responsibility Matrix will be presented at the January 2015 Facilities Committee Meeting
 - Delegation
 - Board Expectations
 - Establish Communication Protocol/Reporting
 - Board
 - Staff
 - Internal
- Total Project Budget Confirmation in progress
- Future Presentations
 - Volume Procurement
 - Owner Controlled Insurance Program

Note: Please see the following 2013 Bond Construction Program – Upcoming Timeline to provide summary of anticipated Facilities Committee and Board of Trustee Approvals.

**South Texas College
2013 Bond Construction Program
Projected Timeline**

December 2014

Board agenda items

- Recommend A/E negotiated contract and fees – Priority Projects
- Present IT/AV additional services

Other

- Issue notice to proceed for architects (priority projects)
- Commence negotiations with Civil Engineers

January 2015

Board agenda items

- Recommend civil engineers contract and fee approval
- Recommend MEP contract and fee approval
- Present responsibilities matrix
- Recommend Approval of CMR standard contract & Solicitation

Other

- Issue notice to proceed for Civil engineers
- Issue notice to proceed to MEP engineers
- Commence solicitation of CMR proposals

February 2015

Board agenda items

- Presentation on Owner Controlled Insurance Program by B&A
- Presentation on BIM for Facilities Management

Other

- Commence solicitation of CMR proposals
- Receive and evaluate CMR proposals

March 2015

Board agenda items

- Recommend Approval of CMR contracts and fees

Other

- Begin negotiations with CMR contractors
- Issue notice to proceed to CMR contractors (priority projects)

Discussion and Action as Necessary on Sale of Real Property in Starr County to the State of Texas

Discussion and action as necessary on sale of real property in Starr County to the State of Texas is requested.

Texas Department of Transportation (TxDOT) submitted a proposal, which was received by the College on November 24, 2014, for purchase of land along FM 755 for additional road right of way. This property is not located near the STC Starr County Campus. The attached map shows the location of the land proposed for sale to the State of Texas.

According to the College's delinquent tax attorney, Linebarger Goggan Blair & Sampson, LLP, South Texas College, Starr County, Rio Grande City School District, and the Starr County Hospital District have interest due to a bankruptcy court decision. TxDOT is offering \$23,300 for the purchase of the 6.657 acre property.

South Texas College's Legal Council has reviewed this item with the Trustees at the December 11, 2014 Facilities Committee meeting.

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

The Facilities Committee recommended Board approval to authorize the sale of the identified property along FM 755 in Starr County to TxDOT as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the sale of the identified property along FM 755 in Starr County to TxDOT 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 sale of the identified property along FM 755 in Starr County to TxDOT as presented.

Approval Recommended:

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



Rio Grande City – STC Property Map

Discussion and Action as Necessary Regarding STC vs Chubb Insurance for Hail Damage Claim Settlement

The Board is asked to authorize Legal Counsel to retain the services of a construction cost estimator on behalf of South Texas College in reference to the College's hail damage claim.

Legal Counsel met with the Facilities Committee on Thursday, December 11, 2014 to discuss the legal settlement with Chubb Insurance for Hail Storm Damage insurance claim.

The Facilities Committee recommended Board approval and authorization for Legal Counsel to retain the services of a construction cost estimator on behalf of South Texas College in this hail damage claim.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize Legal Counsel to retain the services of a construction cost estimator on behalf of South Texas College in this hail damage claim 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 Legal Counsel to retain the services of a construction cost estimator on behalf of South Texas College in this hail damage claim as presented.

Approval Recommended:

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

Discussion and Action as Necessary on Negotiated Fees for Architectural Services for the 2013 Bond Construction Program Priority Projects

The South Texas College Board of Trustees is asked to approve the negotiated fees for architectural services for the 2013 Bond Construction Program four priority projects, contingent upon acceptance by the firms and Board approval of the architectural services contract.

Broaddus & Associates' staff presented proposed fees for each architectural firm selected for the four priority projects. The initial fees presented follow in this packet for the Board's review.

The Committee reviewed the proposed fees, and recommended Board approval of the fees negotiated with Boultinghouse-Simpson-Gates Architects for the Pecan Campus STEM Building project and with Mata-Garcia Architects for the Starr County Campus Health Professions and Science Building project. Both firms' fees were negotiated at 6.118% of the estimated construction cost.

The Committee rejected the fees presented for ERO Architects on the Nursing & Allied Health Campus Expansion project and for ROFA Architects on the Mid Valley Campus Health Professions and Science Building project. The Committee instructed Broaddus & Associates to return to those two firms with a counter-offer of 5.650% with ROFA Architects and 5.500% with ERO Architects, and to bring the firms' responses to the Board on Tuesday, December 16, 2014.

The Facilities Committee formally recommended Board approval of the following architectural services fees, contingent upon acceptance by the firms and Board approval of the architectural services contract.

<i>Project</i>	<i>Architect</i>	<i>Committee Recommended Fee*</i>
Pecan Campus STEM Building	Boultinghouse-Simpson-Gates Architects	6.118 %
Mid Valley Campus Health Professions and Science Building	ROFA Architects	5.650 %
Starr County Campus Health Professions and Science Building	Mata-Garcia Architects	6.118 %
Nursing & Allied Health Campus Expansion	ERO Architects	5.500 %

* Fees vary due to fee schedule sliding scale based on amount of associated construction cost per project.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the negotiated fees for architectural services for the 2013 Bond Construction Program four

priority projects, contingent upon acceptance by the firms and Board approval of the architectural services contract.

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 negotiated fees for architectural services for the 2013 Bond Construction Program four priority projects, contingent upon acceptance by the firms and Board approval of the architectural services contract.

Approval Recommended:

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

Summary of Fee Negotiations for Four Priority Projects					
Projects	Architect Firm	Project Cost	Fee Schedule Amount	Recommended Fee	
Pecan Campus STEM Building	Boultinghouse, Simpson, Gates Architects	\$8,500,000.00	6.325%	6.118%	%
			\$537,625.00	\$520,000.00	\$
Nursing & Allied Health Campus Expansion	ERO Architects	\$16,600,000.00	5.75%	5.50%	%
			\$954,500.00	\$913,000.00	\$
Mid Valley Campus Health Professions and Science Building	ROFA Architects	\$13,500,000.00	5.90%	5.65%	%
			\$796,500.00	\$762,750.00	\$
Starr County Campus Health Professions and Science Building	Mata - Garcia Architects	\$8,500,000.00	6.325%	6.118%	%
			\$537,625.00	\$520,000.00	\$

Note: Confirmation from ROFA is pending

Summary of Fee Negotiations for Four Priority Projects									
Projects	Architect Firm	Project Cost		Fee Schedule Amount	First Fee Proposal	Second Fee Proposal	Best & Final Offer		
Pecan Campus STEM Building	Boultinghouse, Simpson, Gates Architects	\$8,500,000.00	%	6.325%	6.25%	6.25%	6.118%		
			\$	\$537,625.00	\$531,250.00	\$531,250.00	\$520,000.00		
Nursing & Allied Health Campus Expansion	ERO Architects	\$16,600,000.00	%	5.75%	6.825%	6.11%	5.75%		
			\$	\$954,500.00	\$1,132,950.00	\$1,014,260.00	\$954,500.00		
Mid Valley Campus Health Professions and Science Building	ROFA Architects	\$13,500,000.00	%	5.90%	6.25%	0%	5.90%		
			\$	\$796,500.00	\$843,750.00	\$0.00	\$796,500.00		
Starr County Campus Health Professions and Science Building	Mata - Garcia Architects	\$8,500,000.00	%	6.325%	7.35%	6.35%	6.118%		
			\$	\$537,625.00	\$624,750.00	\$539,750.00	\$520,000.00		

Preliminary Negotiations - as Presented to Facilities Committee

Review and Action as Necessary on Additional Services with Broaddus & Associates for Information Technology/Audio Visual Consultant Services for the 2013 Bond Construction Program

Approval of Additional Services with Broaddus & Associates for Information Technology/Audio Visual consultant services provided by WJHW, Inc. is requested.

IT/AV consultant services are typically approved under the project architect's contract as an additional service and is an option available to STC. For the Bond Construction Program, including seven architect firms, this could result in each project architect firm providing different IT/AV consultant and the possibility of systems variations from building to building.

South Texas College IT and AV staff has reviewed the proposed scope of IT/AV related design work to be included in the Bond Program and recommends that these consultant services be provided through a single source rather than through each project architect. Having a single source will allow staff to develop equitable systems designs from building to building at a lower cost. This method of design was used in the 2001 Bond Construction Program and provided good results. Below are some of the advantages of having a single source for IT/AV consultant services:

- Consistency in systems development and design
- Consistency in systems plans and specifications
- Reduced consultant fees due to larger volume contract
- Efficiency in design process while working with STC staff
- Quality control in use and implementation of STC systems standards
- Quality control in updating STC systems standards
- Efficient STC staff time and effort during design, construction phase, and future operations

The proposal developed by WJHW, Inc. and submitted by Broaddus & Associates includes the following consultant and design services:

- Review and confirm communication systems standards
- Design Audio Visual Systems
- Design Structured Cabling Systems
- Design Video Surveillance and Access Control
- Coordinate with Program Manager and STC staff during design and construction phases
- Coordinate with each architect to develop plans and specifications for each building project

The collaboration of South Texas College technology staff with a single source of IT/AV solutions, WJHW, Inc., increases the likelihood that proposed solutions are congruent with the strategic directions and goals set by the College for service excellence and scalability. Additionally, the College will benefit during the design and construction phases by having a centralized, accountable point of contact and standardization across multiple construction projects, effectively reducing total cost of ownership in the long-term.

Broaddus & Associates submitted a proposal in the amount of \$595,000 and supporting documentation from consultant WJHW, Inc. Also attached is a breakdown showing the dollar amounts proposed during the negotiations of these services.

The base contract is for \$550,000, and there is a provision for additional travel reimbursements not to exceed \$45,000. The initial travel limit was \$67,500, and the Committee requested further information to justify the travel budget. Mr. Gerry Rodriguez, Director of Facilities Planning and Construction, contacted the consultant and was able to negotiate a lower “not to exceed” limit on travel reimbursements, and has provided a breakdown of the estimate used by the consultant to reach that amount. Any reimbursements would require appropriate documentation of necessary travel.

If these services are provided by a separate architect for each project, standard practice would be for the architect to add a ten percent coordination fee on top of the consultant design services fee. Broaddus initially proposed charging a 4% coordination fee. At the Committee meeting, Mr. Gilbert Gallegos agreed to waive the coordination fee, and asserted that Broaddus & Associates would accept the responsibilities and liability of said coordination

The Facilities Committee recommended Board approval of additional services with Broaddus & Associates in the amount of \$617,500 for Information Technology/Audio Visual consultant services provided by WJHW, Inc. for the 2013 Bond Construction Program. This amount has been reduced by Mr. Gerry Rodriguez’s negotiation of a lower travel reimbursement provision, and the Board is asked to approve the attached proposal for \$595,000.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize additional services with Broaddus & Associates in the amount of \$595,000 for Information Technology/Audio Visual consultant services provided by WJHW, Inc. for the 2013 Bond Construction Program 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 additional services with Broaddus & Associates in the amount of \$595,000 for Information Technology/Audio Visual consultant services provided by WJHW, Inc. for the 2013 Bond Construction Program as presented.

Approval Recommended:

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

ADDITIONAL SERVICES PROPOSAL
to
AMEND AGREEMENT
BETWEEN OWNER AND CONSULTANT

December 11, 2014

Requisition Number: 01

Project Name: 2013 Bond Construction Program

Campus: All

Date: December 11, 2014

To: Dr. Shirley Reed, President
STC

From: Gilbert Gallegos, Project Executive
Broaddus & Associates

Dear Dr. Reed:

Please refer to the Agreement dated August 27, 2014, between South Texas College (“Owner”) and the undersigned (“Consultant”) as amended to the date hereof (such agreement as so modified and amended being hereafter called the “Agreement”) pursuant to which Consultant is to perform certain services. The terms which are defined in the Agreement shall have the same meanings when used in this letter.

1. Owner has requested the performance of the services described below which Consultant deems to be Additional Services.

Provide Audio Visual Services for the 2013 Construction Bond Program projects based upon the Scope of Services identified in the WJHW proposal letter addressed to Gilbert O. Gallegos, AIA from Rene Garza, dated November 11, 2014.

2. Consultant agrees to perform the Additional Services described above subject to and in accordance with the terms and provisions of the Agreement for a fee which will be determined in accordance with the Agreement but which will not exceed Five Hundred Fifty Thousand Dollars (\$ 550,000) and for reimbursement of expenses in accordance with the Agreement, incurred solely in connection with the performance of such Additional Services, but with a reimbursement expense allowance which will not exceed Forty-Five Thousand Five Hundred Dollars (\$ 45,000).
3. Consultant will perform the services described, in a manner that conforms to the final construction program schedule, agreed to by all and approved by the Owner.

If the foregoing is acceptable to you, please so execute by signing the enclosed copy of this letter at the space provided for this purpose and by inserting the date upon which Consultant is authorized to commence performance of the Additional Services described in Paragraph 1 above.

Sincerely yours,
Broaddus & Associates
By: _____
Name: Gilbert O. Gallegos, AIA
Title: Senior Vice-President

Accepted this _____ day of _____ 2014. Project Manager is authorized to commence performance of the Additional Services on _____, 2014.

SOUTH TEXAS COLLEGE

By: _____

Name: Dr. Shirley A. Reed

Title: President

XC: Project Manager
VP Finance & Administration
Director of FPC
Accounts Payable



November 11, 2014

Wrightson, Johnson, Haddon & Williams, Inc.
Designers and Planners for Sound, Video, Multi-Media
Telecommunications, Broadcast, Theatre & Acoustics

Mr. Gilbert Gallegos, AIA
Broaddus & Associates
1100 East Jasmine Avenue
Suite 102
McAllen, TX 78501

Dallas - San Antonio - Denver

**RE: South Texas College (STC) Bond 2013 Project
WJHW Proposal - Audio-Visual, Structured Cabling (Tel/Data) and Card Access/Video
Surveillance Design and Consulting Services, Revision #2**

Dear Mr. Gallegos:

Thank you for giving us the opportunity to be considered as the Audio-Visual, Structured Cabling and Card Access/Video Surveillance consultant for the South Texas College Bond 2013 projects. Our revised proposal includes the professional services necessary to design, plan, and coordinate the Technical Systems for the above referenced project. It is prepared and offered by Wrightson, Johnson, Haddon & Williams, Inc. hereinafter known as "WJHW", to Broaddus & Associates, hereinafter known as the "Program Manager". Our proposal is intended to form the basis of an agreement between the "Program Manager" and "WJHW" for the services and fees as described.

PROJECT UNDERSTANDING

We understand the various projects include the following facility additions and expansions:

PECAN CAMPUS – McALLEN

- North academic classroom building
- South academic classroom building
- STEM Building (Science, Technology, Engineering and Math) building
- Multi-purpose area for student support services and activities

NURSING & ALLIED HEALTH CAMPUS – McALLEN

- Major campus expansion for new and expanded nursing and allied health professional training programs
- Hospital simulation center
- Library

TECHNOLOGY CAMPUS – McALLEN

- Renovation of former plastic manufacturing facility adjacent to Technology Campus
- Develop 13 classrooms and computer labs and 11 specialty training labs
- Expand technical and workforce training facilities to provide specialty training labs

MID-VALLEY CAMPUS - WESLACO

- Health professions, STEM (Science, Technology, Engineering, and Math) and academic program related classrooms and labs
- Expand facilities for workforce training for high-wage, high demand employment, Library and student advising and student services

STARR COUNTY CAMPUS – RIO GRANDE CITY

- Health professions and science building with classrooms and labs to offer nursing and allied

4801 Spring Valley Road, Suite 113 Dallas TX 75244
972.934.3700 voice 972.934.3720 fax

- health programs and STEM (Science, Technology, Engineering, and Math) Programs
- Expand technical workforce training facilities for high-wage, high-demand employment opportunities
- Construct new library and renovate existing area into Cultural Arts Center
- Expand student services, advising, admissions, and financial services building
- Expand Student Activities Building

REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE – PHARR

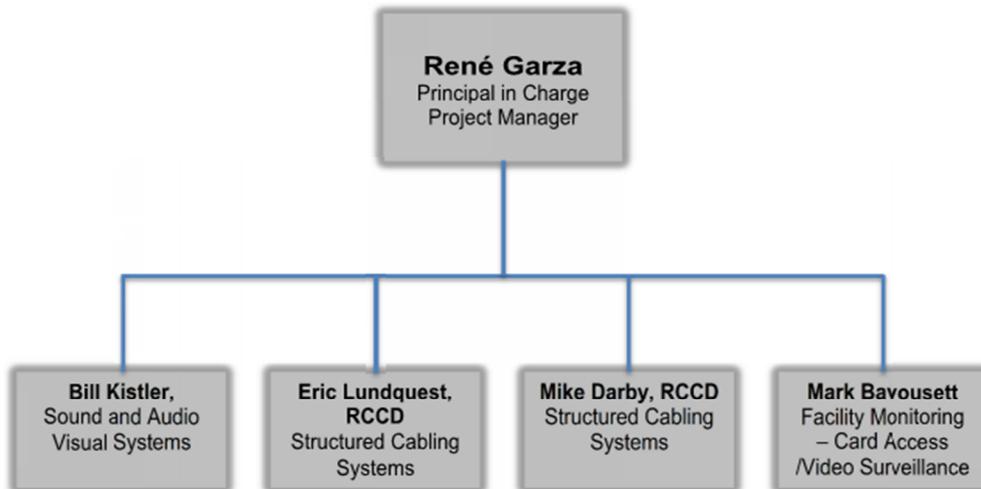
- Establish new Regional Center for Public Safety Excellence to provide regional law enforcement and public safety training

STC TEACHING SITE – LA JOYA

- Develop STEM (Science, Technology, Engineering, and Math) labs

PROJECT LEADERSHIP TEAM

Our project leadership chart is shown below:



The proposed leadership team has been specifically assigned to avoid other project commitments that would interfere with the efforts required for the various projects. All major projects for each individual will be either closed out or in the CA phase prior to the DD and CD phases of the STC projects.

DESIGN SCHEDULE

We take no exception to the current proposed project schedules and have sufficient staff and resources to apply to the projects to maintain the project schedules at no additional cost.

QUALITY ASSURANCE

WJHW and its staff have a commitment to provide the highest quality service to our clients. The complexity of the systems normally found in projects of this nature demand that we have an active quality assurance program in place, operating throughout the design and construction phases of the project.

Our Plan Review steps include the following:

- Program scope confirmation between project manager, principal in charge and design team
- Budget confirmation, set internal “design to” construction budgets

Wrightson, Johnson, Haddon & Williams, Inc.
Designers and Planners for Sound, Video, Multi-Media,
Telecommunication, Broadcast, Theatre & Acoustics

- Review of budget and Scope with Program Manager, Owner and Architects for DD and CD phase drawings with a detailed drawing “page turn”.
- Internal Peer review, by staff not working on the project, is performed on all drawings, specifications and major documents.
- Weekly Staff meeting to review project requirements are conducted.

If at any time during the project, a problem arises, we will work with Program Manager, Owner and the Design Team(s) to ensure that our obligations and project quality standards are met.

DESIGN SCOPE OF WORK

WJHW will provide consultative recommendations and technical systems designs for each project design team based on the technical program approved by the Owner. As part of WJHW’s scope of services, we will:

AUDIO VISUAL SYSTEMS

- Design Audio Visual systems as part of the projects.
- Provide conduit distribution requirements for each of the technical systems for which we have been given responsibility.
- Provide functional one-line drawings for the technical systems showing interconnection of equipment.
- Coordinate locations of controls for the systems with the Owner and appropriate members of the design team, depending on available space and user requirements.
- Provide infrastructure, power and HVAC requirements for each of the systems listed in this section.
- Work with the Owner and Architect for the integration of the required system components into the architectural design and coordinate them with the interior design.
- Prepare construction documents defining the equipment and installation techniques to be employed in the installation of the AV systems, which will be integrated into the general construction bid package.

STRUCTURED CABLING SYSTEM

- Design a structured cable cabling plant that will serve the entire facility.
- Through coordinated efforts with STC’s Network Engineers, the Main Distribution Frame (MDF) and Intermediate Distribution Frame (IDF) rooms will be located and laid out throughout the facility.
- Confirm the quantity, type and location of drops throughout the facility
- Locate and identify wireless access point locations throughout the facility to meet the required density ratio for all private and public spaces.
- Develop and design package consisting of design drawings and technical specifications for issuance as part of a general bid package.

EXCLUSION: This work does not include design and specification of networking electronics, i.e., switches, routers, wireless access points, etc. or for telephone or computer hardware.

FACILITY MONITORING/SYSTEMS DESIGN CONSULTATION

- Prepare systems designs for the video surveillance and access control systems.
- Design these systems based on the input and direction from the development team, project operations, and Owner’s security consultants/staff, and past project experience.

EXCLUSION: This work does not include “security consulting,” which is normally taken to include review of criminal activity in the project vicinity, security staffing studies, recommendations as to other policing functions, and threat assessment studies, etc.

VIDEO SURVEILLANCE SYSTEM/MOTION DETECTORS

- Meet with all appropriate parties to review the video surveillance requirements of the project.
- Utilize this program to develop the systems designs to meet the goals and requirements of the program.
- Includes the design of: Motion detectors, Beam detection, Exterior camera surveillance and Interior camera surveillance (at designated sensitive points).
- Identification, location and interconnection of cameras throughout the facility.
- Design a complete system that will allow for monitoring of the cameras and recording of the images.

ACCESS CONTROL SYSTEMS DESIGN

- Meet with Owner security and operations staff or the development team’s representatives to determine their security goals and assess their security program.
- Develop an access control system based on the outcome of the Owner's goals and approved program.
- Develop systems to monitor and control the facility, coordinated with the architectural design elements.
- Develop staffing plans through close liaison with the personnel responsible for securing the facility (limited to that which is necessary to operate the systems that we design).

FEES

We propose to perform the design efforts described in this proposal for the fees shown below plus reimbursable expenses. The hours and fees indicate a level of professional service which is consistent with our past work on similarly sized projects.

PHASE OF SERVICE	FEE	MAN-DAYS ONSITE	REIMBURSABLE EXPENSES
Programming/Schematic Design	\$41,250	10	\$7,500
Design Development	\$165,000	20	\$15,000
Construction Documents	\$206,250	20	\$15,000
Bid Review & Construction Administration (including close-out)	\$137,500	40	\$30,000
TOTALS	\$550,000	90	\$67,500

Pending Update from Broaddus & Associates

WJHW’s current fee is based on an estimated technical systems budget of \$8,500,000 for Audio Visual and Structured Cabling (IT) systems. While the budget for Facility Monitoring is included within the CCL’s for each project, WJHW has incorporated those design services within this proposal as a cost savings effort for South Texas College.

WJHW reserves the right to renegotiate our fees listed in this proposal should the project's final program, design direction, scope and AV/IT budget(s) differ from what is outlined in this proposal.

Our service fees are based on a maximum of one ninety (90) man-days onsite in the Rio Grande Valley during the life of the projects for all the services listed above. Any additional man-days that the Program Manager, Owner and/or Architect(s) authorize will be invoiced as an additional service on either an hourly basis or a per diem rate of \$1,250/day plus expenses.

PROJECT-RELATED REIMBURSABLE EXPENSES

Project related reimbursable expenses such as non-stop, coach air travel, reasonable travel agent fees, mileage at prevailing IRS rates, ground transportation, hotel, meals while traveling, printing, expedited delivery, etc., are invoiced at our cost, in addition to professional fees.

BIM TOOLS (REVIT) STATEMENT

WJHW has the capability and will prepare our construction documents in Revit for the design development and construction document phases to the Level of Detail (LOD) of 250/300. It is understood, that due to the lack of REVIT capabilities to model small items, including conduit under 2", that every element of the technical systems may not be fully represented in 3D. These items will be shown on our 2D drawings.

EXCLUSIONS

The following services are not a part of our basic services but can be addressed in an addendum to this proposal if deemed necessary:

- Any design/redesign of systems that may become necessary to accommodate changes in the approved program after release of the CD documents.
- Attendance at regularly scheduled, i.e., weekly design or construction meetings.
- Preparation or coordination of Record Drawings.

OTHER PROJECT PROVISIONS

RESPONSIBILITIES

Value Engineering: If "value engineering" (cost reduction through eliminating, reducing or substitution) recommendations are made by any party that are contrary to WJHW's recommendations or accepted practice and WJHW objects to any of these recommendations, WJHW will so state in writing.

If the Program Manager, Owner or Architects require the incorporation of changes to the project documents to which WJHW has objected, the Program Manager, Owner or Architects agree, to the fullest extent permitted by law to waive all claims against WJHW and to indemnify and hold harmless WJHW from any damages, liabilities, or costs, including reasonable attorney's fees and the cost of defense, which arise in connection with or as a result of the incorporation of such changes required by the Program Manager, Owner or Architects.

Re-design: WJHW will perform programming, analysis and design work one time. If we are requested to provide re-design or value engineering changes, after our design is issued for bid and/or incorporated, due to something beyond our control (change in overall project budget, changes based on the Owner's request, etc.), we would be pleased to comply on an additional services basis, either hourly or for a negotiated fee.

Additional Services: The need to perform Additional Services may arise as the Project proceeds. If that occurs, WJHW will notify the Program Manager and Owner for direction. Additional Services, if approved, shall be provided on either hourly basis or for a negotiated fee plus reimbursable expenses.

Seal: Construction documents produced by WJHW shall be sealed.

As many of the technical systems that are designed by WJHW require close coordination with the electrical and structural engineers, these engineers may need to review and develop schedules and related documents for their seal.

Project Electrical Engineer will size all current-carrying conductors and related conduit. The Project Structural Engineer will specify all structural members and attachments to the structure.

Standard of Care: WJHW will endeavor to perform our services in accordance with generally accepted standards of practice in effect at the time of performance. WJHW owes no fiduciary responsibility to any party involved in this agreement.

Exclusion: Any services not specifically described in our scope of services as basic services are specifically excluded from the services that WJHW will provide on this assignment.

Limitations of Construction Responsibilities: WJHW shall not have control over, or charge of, and shall not be responsible for, construction, means, methods, schedules, or delays, or for safety precautions and programs in connection with the Work. The Program Manager, Owner, Architects and General Contractor agree, to the fullest extent permitted by law to waive all claims against WJHW and to indemnify and hold harmless WJHW from any damages, liabilities, or costs, including reasonable attorney's fees and the cost of defense, which arise in connection with General Contractor's failure to construct the residences per the recommendations provided by WJHW to the Program Manager, Owner or Architects.

INVOICING AND PAYMENTS

Unless otherwise stated in the proposal/agreement, WJHW will invoice monthly based on percentage of completion. Payment is due in full, without retainage within 30 days.

INSURANCE

WJHW carries Professional Liability, General Liability and Workers Compensation in accordance with typical requirements, and will, upon request, provide a certificate of insurance. Increases in insurance coverage limits beyond those which are carried by WJHW and the cost of adding additional insured's to our policy as directed by Program Manager, Owner or Architects will be invoiced as a reimbursable expense.

MISCELLANEOUS

Government Fees: The professional fees listed in the proposal/ agreement do not include any government-imposed fees, duties, taxes (excise or otherwise), accounting costs associated with computing these costs or other costs, which are not specifically contained within the professional fees or the reimbursable expenses. Any such fees or taxes, which are imposed on the professional services provided by WJHW, will be added to our invoices.

Indemnification: WJHW and the Program Manager agree to indemnify and hold each other harmless from and against any and all claims, liabilities, suits, demands, losses, damages, costs and expenses (including reasonable attorneys' fees and costs of defense), to the extent caused by the negligent acts,

errors, or omissions of the other, or anyone for whose acts either of them may be legally liable.

Entire Agreement: This proposal/agreement contains the entire agreement between the parties and supersedes all prior oral and written agreements. No waiver of modification to the terms of this agreement is valid unless contained in a written document signed by WJHW.

TERMINATION

This Agreement may be terminated by either party upon no less than ten (10) days written notice should the other party substantially fail to perform in accordance with the terms of this Agreement.

This proposal is based on our current best understanding and expectations of the project requirements. If, after reading this proposal, you feel that modification of our proposed services is in order, we will work with you to arrive at a mutually agreeable scope of services and associated fees.

Thank you for your time and for giving us the opportunity to prepare this proposal. Please let us know if you have any questions or need further information.

Best Regards,
WRIGHTSON, JOHNSON, HADDON & WILLIAMS,
INC.



René Garza
Associate Principal

Cc: WJHW Marketing

ACCEPTED:

By

Title

Date

Summary of Fee Negotiations for AV / IT Project							
Projects	AV / IT Firm	Project Cost	Fee Schedule Amount	First Fee Proposal	Second Fee Proposal	Recommended Fee	
AV / IT Design & Docs	WJHW	\$8,500,000.00	0%	8.00%	6.60%	6.47%	
			\$	\$680,000.00	\$561,000.00	\$550,000.00	

NOTE: Proposed Fee of \$561,000 represents .556% of the Construction Cost Limitation (CCL)

WJHW Estimated Reimbursible Travel Expenses

Transportation Cost						
1	Cost item	Trips	Staff	Cost	Totals	Notes
2	Airfare	50	1	\$462.00	\$23,100.00	Airfare ranges from \$351 to \$542 Depending on carrier.
3	Car Rental	50	1	\$75.00	\$3,750.00	Varies from \$55 to \$110 depending on day of the week and seasonal rate changes.
4	Agent fee	50	1	\$40.00	\$2,000.00	
5	Mileage to/form airport	50	1	\$20.00	\$1,000.00	Average for San Antonio or Dallas commutes.
Daily Trip Costs						
	Cost item	Days	Staff	Cost	Totals	Notes
6	Meal (Daily max \$50)	100	1	\$50.00	\$5,000.00	
7	Lodging	100	1	\$100.00	\$10,000.00	As needed for multi-day meetings (expected 40-50% of project; especially during construction administration)
Total Estimated Travel Expenses					\$44,850.00	

Review and Action as Necessary on Contracting Mechanical, Electrical, and Plumbing (MEP) Design Services for Pecan Campus Sports Field Lighting

Approval to contract mechanical, electrical, and plumbing (MEP) engineering design services for the Pecan Campus Sports Field Lighting project is requested.

Since 2009, the sports field located on the north side of the Pecan Campus has operated after dark by use of rented lights and generators. As the demand for evening activities increases, the cost of the rental equipment has also increased to approximately \$8,700 per year. The cost of the rental equipment has reached the point where it is economically beneficial to install permanent sports field lighting.

The three MEP engineering firms listed below were previously approved by the Board for one year to provide professional services as needed for projects under \$300,000.00.

1. DBR Engineering Consultants, Inc.
2. Halff Associates, Inc.
3. Sigma HN Engineers, PLLC

Since this list of MEP firms was approved at the June 26, 2014 Board meeting, firms have been awarded projects on a rotational basis for on-call services. The next recommended firm based on this rotation is DBR Engineering. While DBR is next on the rotation list, they are primarily being recommended for this project because of their demonstration of previous experience with track and field facility design.

Funds have being budgeted in the FY 2014-2015 construction budget for design and construction of these improvements, with final amount to be negotiated.

Project Budget		
Budget Components	Available Funds	Estimated Cost
Design	\$30,000	Actual design fees are estimated between \$15,000 and \$18,000 and will be finalized during contract negotiations.
Construction	\$200,000	Actual cost will be determined after the solicitation of construction proposals.

The Facilities Committee recommended Board approval to contract Mechanical, Electrical, and Plumbing (MEP) engineering design services with DBR Engineering for the Pecan Campus Sports Field Lighting project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting Mechanical, Electrical, and Plumbing (MEP) engineering design services with DBR Engineering for the Pecan Campus Sports Field Lighting 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 Mechanical, Electrical, and Plumbing (MEP) engineering design services with DBR Engineering for the Pecan Campus Sports Field Lighting project as presented.

Approval Recommended:

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

President

Mechanical Electrical Plumbing (MEP) Engineering Services On Call through 2015

Board Approval	Project Awarded	Firm	Campus	Project	Fee Amount	Totals	Percent Fee	Construction Amount
6/26/2014		DBR Engineering Consultants, Inc. Halff Associates		Award: 6/26/2014 to 6/25/2015				
	7/29/2014	Sigma HN Engineers, PLLC	District-wide	Parking Lot Lighting Upgrades	8,000.00	8,000.00	8.00%	\$100,000.00
	10/28/2014	DBR Engineering Consultants, Inc. Halff Associates	Pecan Plaza	Police Department Electrical Generator	16,000.00*	16,000.00	8.00%*	\$200,000.00
	11/20/2014	Sigma HN Engineers	Pecan	Electrical Power Line Relocation	8,000.00*	8,000.00	10.66%*	\$75,000.00
		Sigma HN Engineers				8,000.00		

*Estimated

Summary of Fees Awarded for Mechanical Electrical Plumbing (MEP) Engineering Services On Call Contract Period Ending 6/25/15			
Firms	Contract Awards		Total
	7/29/14 - present	Current Project	
DBR Engineering	\$ 8,000.00	\$ 18,000.00	\$ 26,000.00
Halff Associates, Inc.	\$ 16,000.00*	\$ -	\$ 16,000.00
Sigma HN Engineers	\$ 8,000.00*	\$ -	\$ 8,000.00
Total	\$ 32,000.00	\$ 18,000.00	\$ 50,000.00

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

Review and Action as Necessary on Contracting Construction Services for the Nursing & Allied Health Campus North Parking Lot Expansion and Entry Drive

Approval to contract construction services for the Nursing & Allied Health Campus North Parking Lot Expansion and Entry Drive project is requested.

This parking lot expansion project began as a proposed expansion to an existing parking lot on the east side of campus as identified on the campus master plan. Because of the construction of the new City water tower and installation of portable buildings in the proposed expansion area, the additional parking lot was relocated to the west side of the water tower. This relocation required that a portion of a drive included in the master plan be constructed in order to access the new parking area.

Funding for this portion of the new drive is intended to come from the 2013 Bond proceeds. Therefore, it is recommended that a portion of this project including the area of the new drive be funded through Bond funds and the parking expansion be funded through non-bond funds. The attached map shows the two areas of this site improvement project.

Included in the FY 2014-2015 construction budget and Bond Funds are funds for this parking expansion project at the Nursing & Allied Health Campus. It is proposed that the parking expansion and new drive be funded using both sources. Constructing the proposed portion of a new drive will allow for adequate access to the new parking area. The remaining drive will be constructed as part of the remaining Bond construction work planned for this campus.

Perez Consulting Engineers has assisted STC staff in preparing and issuing the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on October 16, 2014. A total of six (6) sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of six (6) proposals were received on October 31, 2014.

Timeline for Solicitation of Competitive Sealed Proposals	
October 16, 2014	Solicitation of competitive sealed proposals began.
October 31, 2014	Six (6) proposals were received.

Staff evaluated these proposals and prepared the attached proposal summary. It is recommended that the top ranked contractor be approved.

Funds have been budgeted in the FY 2014-2015 Construction budgets for this project.

Source of Funding	Available Funds	Highest Ranked Proposal
Non-Bond Construction	\$540,000	\$442,266.20
Bond Construction	\$200,000	\$213,279.60

The Facilities Committee recommended Board approval to contract construction services with Texas Cordia Construction, LLC in the amount of \$655,545.80 for the Nursing & Allied Health Campus North 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 contracting construction services with Texas Cordia Construction, LLC in the amount of \$655,545.80 for the Nursing & Allied Health Campus North 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 contracting construction services with Texas Cordia Construction, LLC in the amount of \$655,545.80 for the Nursing & Allied Health Campus North Parking Lot Expansion and Entry Drive project as presented.

Approval Recommended:

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

New Drive
Bond Construction

Parking
Expansion

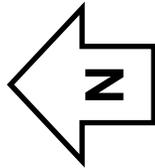
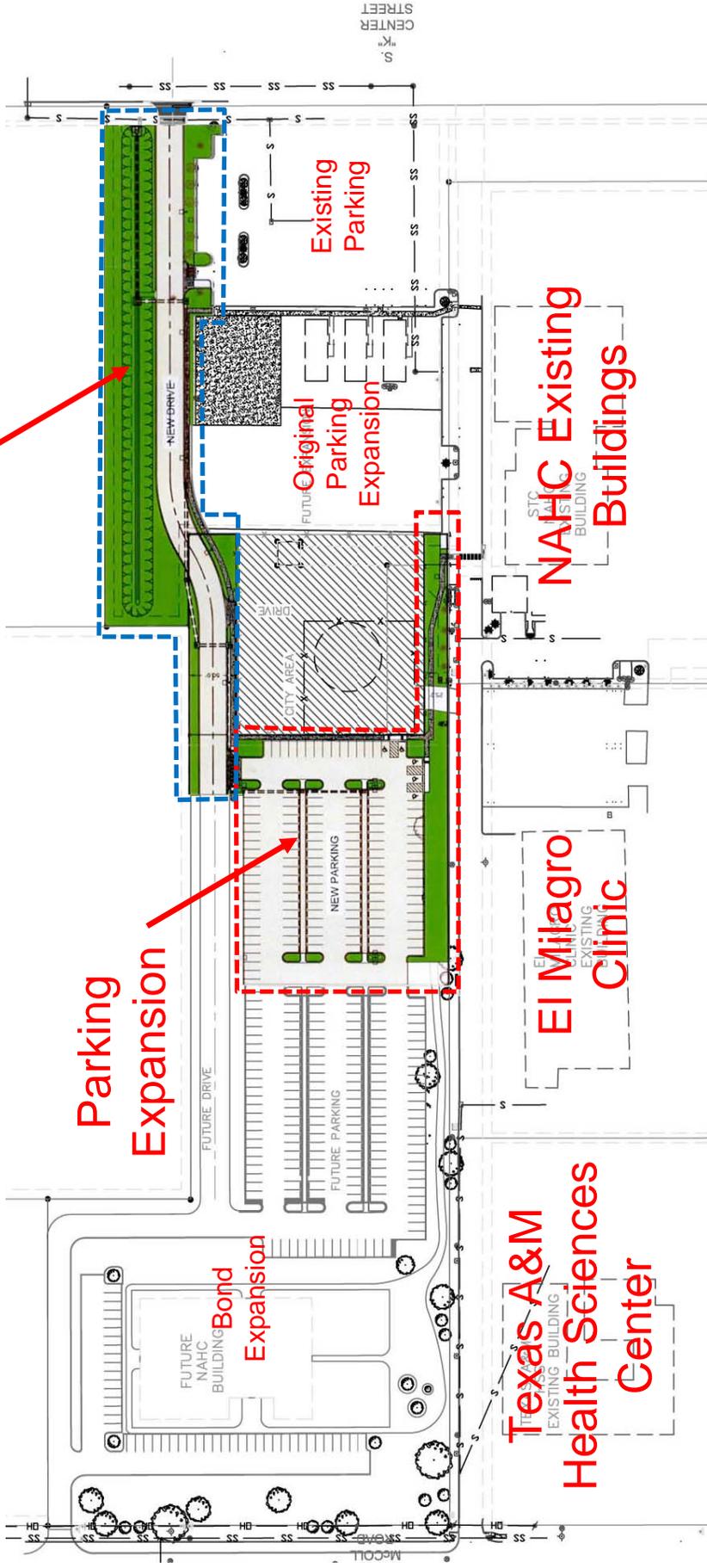
Original
Parking
Expansion

Existing
Parking

Texas A&M
Health Sciences
Center

EI Miraflores
Clinic

NAHC Existing
Buildings



NAHC Parking Expansion Site Plan

**SOUTH TEXAS COLLEGE
REBID-NURSING & ALLIED HEALTH CAMPUS NORTH PARKING LOT EXPANSION
PROJECT NO. 14-15-1036**

VENDOR	Clore Construction, LLC.	E-Con Group, LLC.	Foremost Paving, Inc.	L & G Concrete Construction, Inc.	Roth Excavating, Inc.	Texas Cordia Construction, LLC.	
ADDRESS	21200 FM 1420	3025 S Sugar Rd	22630 N FM 88	2100 W Expway 83	5820 N Cage Ste 1	3149A Ctr Pointe Dr	
CITY/STATE	Harlingen, TX 78550	Edinburg, TX 78539	Elsa, TX 78543	Mercedes, TX 78570	Pharr, TX 78577	Edinburg, TX 78539	
PHONE	956-748-4713	956-259-8005	956-316-8900	956-565-6334	956-787-2742	956-627-6181	
FAX		956-259-8009	956-316-8901	956-565-1089	956-787-5152	956-386-0289	
CONTACT	Geoffrey Clore	Gilbert Enriquez	Joseph E. Forshage	Pablo Garza, Jr.	Tyler Wulf	Yara M. Corbitt	
#	Description	Proposed	Proposed	Proposed	Proposed	Proposed	
A. Parking Lot Improvements Bid							
1	Parking Lot Paving and Drainage Improvements	\$ 398,850.39	\$ 379,896.54	\$ 405,314.00	\$ 355,789.21	\$ 370,502.00	\$ 321,079.00
2	Parking Lot Landscape & Irrigation Improvements	\$ 120,439.00	\$ 70,911.13	\$ 72,919.06	\$ 93,897.69	\$ 98,482.60	\$ 78,347.20
3	Parking Lot Electrical and Lighting Improvements	\$ 40,189.30	\$ 48,936.40	\$ 41,220.30	\$ 47,229.49	\$ 66,310.00	\$ 42,840.00
	Subtotal	\$ 559,478.69	\$ 499,744.07	\$ 519,453.36	\$ 496,916.39	\$ 535,294.60	\$ 442,266.20
B. Access Drive Improvements Bid							
4	Access Drive Paving Improvements	\$ 188,307.48	\$ 136,303.39	\$ 139,950.00	\$ 125,401.44	\$ 153,303.00	\$ 145,193.00
5	Access Drive Landscape & Irrigation Improvements	\$ 19,972.20	\$ 12,783.05	\$ 35,686.64	\$ 19,513.60	\$ 11,698.18	\$ 17,606.60
6	Access Drive Electrical and Lighting Improvements	\$ 28,081.90	\$ 34,058.00	\$ 27,101.70	\$ 35,020.81	\$ 77,090.00	\$ 50,480.00
	Subtotal	\$ 236,361.58	\$ 183,144.44	\$ 202,738.34	\$ 179,935.85	\$ 242,091.18	\$ 213,279.60
7	Begin Work Within	10 Working Days	10 Working Days	10 Working Days	10 Working Days	10 Working Days	10 Working Days
8	Completion of Work Within	120 Consecutive Calendar Days	90 Consecutive Calendar Days	No Response	90 Consecutive Calendar Days	135 Consecutive Calendar Days	90 Consecutive Calendar Days
	TOTAL PROPOSAL AMOUNT	\$ 795,840.27	\$ 682,888.51	\$ 722,191.70	\$ 676,852.24	\$ 777,385.78	\$ 655,545.80
	TOTAL RANKING POINTS	****	88.6	60.6	80.8	82.5	91.8
	RANKING	****	2	5	4	3	1

****The vendor did not submit a required document therefore not evaluated.

SOUTH TEXAS COLLEGE
REBID-NURSING & ALLIED HEALTH CAMPUS NORTH PARKING LOT EXPANSION
PROJECT NO. 14-15-1036

VENDOR		E-Con Group, LLC.	Foremost Paving, Inc.	L & G Concrete Construction, Inc.	Roth Excavating, Inc.	Texas Cordia Construction, LLC.					
ADDRESS		3025 S Sugar Rd	22630 N. FM 88	2100 W Expressway 83	5820 N Cage Ste 1	3149A Ctr Pointe Dr					
CITY/STATE		Edinburg, TX 78539	Elsa, TX 78543	Mercedes, TX 78570	Pharr, TX 78577	Edinburg, TX 78539					
PHONE/FAX		956-259-8005	956-316-8900	956-565-6334	956-787-2742	956-627-6181					
FAX		956-259-8009	956-316-8901	956-565-1089	956-787-5152	956-386-0289					
CONTACT		Gilbert Enriquez	Joseph E. Forshage	Pablo Garza, Jr.	Tyler Wulf	Yara M. Corbitt					
1	The Respondent's price proposal. (up to 45 points)	43.2	43.2	40.8	40.8	43.6	43.6	37.9	37.9	45	45
		43.2		40.8		43.6		37.9		45	
		43.2		40.8		43.6		37.9		45	
		43.2		40.8		43.6		37.9		45	
		43.2		40.8		43.6		37.9		45	
2	The Respondent's experience and reputation. (up to 10 points)	8.5	8.9	9	8.2	7.5	7.5	8	8.3	9	8.7
		8		9		8		9		8	
		9		9		8		8.5		8.5	
		9		8		8		8		8	
		10		6		6		8		10	
3	The quality of the Respondent's goods or services. (up to 10 points)	8.5	8.5	4	5.6	9	8.8	8.5	8.4	8.5	8.1
		9		9		8		9		8	
		8		4		8		8.5		9	
		9		5		9		8		6	
		8		6		10		8		9	
4	The Respondent's safety record (up to 5 points)	3	2.6	0	0.4	4	3.5	4	4.7	4.5	4
		1		1		1		5			
		2		0		3.5		4.5		3.5	
		4		0		4		5		3	
		3		1		5		5		4	
5	The Respondent's proposed personal. (up to 8 points)	6	6.4	1	1	5	4.6	6.5	6.5	7	6.5
		5		2		2		6		7	
		7		0		5		6		6.5	
		7		0		5		7		5	
		7		2		6		7		7	
6	The Respondent's financial capability in relation to the size and the scope of the project. (up to 9 points)	6.5	7.4	2	4.2	4	3.4	8	7.5	8	7.4
		6		9		2		7		7	
		8.5		3		2		7.5		8	
		8		2		5		8		7	
		8		5		4		7		7	
7	The Respondent's organization and approach to the project. (up to 6 points)	4	4.6	0	0.4	2	2.4	4.5	4.5	5.5	5.1
		4		1		1		5		6	
		5		0		2		5		4	
		5		0		4		5		5	
		5		1		3		3		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	7	7	0	0	7	7	4.7	4.7	7	7
		7		0		7		4.7		7	
		7		0		7		4.7		7	
		7		0		7		4.7		7	
		7		0		7		4.7		7	
TOTAL EVALUATION POINTS		88.6	60.6	80.8	82.5	91.8					
RANKING		2	5	4	3	1					

Review and Action as Necessary on Contracting Construction Services for the Starr County Campus Buildings A and B Re-Carpeting

Approval to select a contractor for the Starr County Campus Buildings A and B Re-Carpeting project is requested.

Carpeting in some areas of these buildings is over fifteen years old and is in need of replacement. Staff proposes to replace the carpet with carpet tile which is the current STC standard due to its higher quality and reduced maintenance.

STC staff issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on November 3, 2014. A total of nine (9) sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of five (5) proposals were received on November 18, 2014.

Timeline for Solicitation of Competitive Sealed Proposals	
November 3, 2014	Solicitation of competitive sealed proposals. Nine (9) sets of construction documents were issued.
November 18, 2014	Five (5) proposals were received.

Staff evaluated these proposals and prepared the attached proposal summary. It is recommended that the top ranked contractor be approved by the Board.

Funds are available in the FY2014-2015 Renewals and Replacements budget for this project.

Source of Funding	Amount Budgeted	Highest Ranked Proposal
Renewals & Replacements	\$30,000	\$22,196

The Facilities Committee recommended Board approval to contract construction services with W.F. Imhoff Co., Inc. dba/Intertech Flooring in the amount of \$22,196 for the Starr County Campus Buildings A and B Re-Carpeting project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting construction services with W.F. Imhoff Co., Inc. dba/Intertech Flooring in the amount of \$22,196 for the Starr County Campus Buildings A and B Re-Carpeting 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 W.F. Imhoff Co., Inc. dba/Intertech Flooring in the amount of \$22,196 for the Starr County Campus Buildings A and B Re-Carpeting project as presented.

Approval Recommended:

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

President

**SOUTH TEXAS COLLEGE
REBID - STARR COUNTY CAMPUS CARPET REPLACEMENT FOR BUILDINGS A & B
PROJECT NO. 14-15-1038**

VENDOR	Diaz Floors & Interiors, Inc.	G & G Contractors	W. F. Imhoff Co., Inc. dba/Intertech Flooring	The Carpet House	Vintage Tile & Stone, LLC.	
ADDRESS	1205 W Polk	5125 S U.S. Hwy 281	1301 Business Park Dr Ste D	1303 E Rogers Rd	2020 W Nolana Ave	
CITY/STATE	Pharr, TX 78577	Edinburg, TX 78539	Mission, TX 78572	Edinburg, TX 78542	McAllen, TX 78504	
PHONE	956-787-0056	956-283-7030	956-584-3592	956-383-8889	956-631-8528	
FAX	956-781-7917	956-283-7040	956-584-2149	956-287-7889	956-631-8526	
CONTACT	Andres Diaz	Rene Garza	Vicente Garza	Daniel Garza	Elizabeth Govea	
#	Proposed	Proposed	Proposed	Proposed	Proposed	
1	Starr County Campus Building A	\$ 14,676.46	\$ 20,870.00	\$ 10,764.00	\$ 12,496.00	\$ 16,760.63
2	Starr County Campus Building B	\$ 13,671.48	\$ 22,870.00	\$ 11,432.00	\$ 12,491.00	\$ 16,699.75
4	Begin Work Within	1 Working Day	5 Working Days	45 Working Days	10 Working Days	15 Working Days
5	Completion of Work Within	7- 10 Consecutive Calendar Days	30 Consecutive Calendar Days	10 Consecutive Calendar Days	14 Consecutive Calendar Days	20 Consecutive Calendar Days
TOTAL PROPOSAL AMOUNT	\$ 28,347.94	\$ 43,740.00	\$ 22,196.00	\$ 24,987.00	\$ 33,460.38	

**SOUTH TEXAS COLLEGE
REBID - STARR COUNTY CAMPUS CARPET REPLACEMENT FOR BUILDINGS A & B
PROJECT NO. 14-15-1038**

VENDOR		Diaz Floors & Interiors, Inc.		G & G Contractors		W. F. Imhoff Co., Inc. dba/Intertech Flooring		Vintage Tile & Stone, LLC.	
ADDRESS		1205 W Polk		5125 S U.S. Hwy 281		1301 Business Park Dr Ste D		2020 W Nolana Ave	
CITY/STATE		Pharr, TX		Edinburg, TX 78539		Mission, TX 78572		McAllen, TX 78504	
PHONE/FAX		956-787-0056		956-283-7030		956-584-3592		956-631-8528	
FAX		956-781-7917		956-283-7040		956-584-2149		956-631-8526	
CONTACT		Andres Diaz		Rene Garza		Vicente Garza		Elizabeth Govea	
1	The Respondent's price proposal. (up to 45 points)	35.2	35.2	22.8	22.8	45	45	30	30
		35.2		22.8		45		30	
		35.2		22.8		45		30	
		35.2		22.8		45		30	
2	The Respondent's experience and reputation. (up to 10 points)	6	7.62	9	7.87	9	9	9	9
		8.5		6		8.5		9	
		9		8.5		9.5		9	
		7		8		9		9	
3	The quality of the Respondent's goods or services. (up to 10 points)	7	8	8	7.62	9	9.12	9	8.75
		8.5		6		9		8	
		9.5		8.5		8.5		9	
		7		8		10		9	
4	The Respondent's safety record (up to 5 points)	3	3.62	5	3.75	3.5	3.75	4	4.12
		3.5		3		3.5		4	
		3		3		4		4.5	
		5		4		4		4	
5	The Respondent's proposed personal. (up to 8 points)	5	5.5	7	6.62	6	6.62	7	7.12
		6		6		7		7	
		7		6.5		6.5		7.5	
		4		7		7		7	
6	The Respondent's financial capability in relation to the size and the scope of the project. (up to 9 points)	7	7.62	5.5	6.12	3	5.5	5	6.87
		8		5		7		7	
		8.5		7		7		7.5	
		7		7		5		8	
7	The Respondent's organization and approach to the project. (up to 6 points)	5	5.12	4	5	5	5.37	5	5
		5		5		5		5	
		5.5		5		5.5		5	
		5		6		6		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	7	7	2.3	2.3	7	7	3.5	3.5
		7		2.3		7		3.5	
		7		2.3		7		3.5	
		7		2.3		7		3.5	
TOTAL EVALUATION POINTS		79.68		62.08		91.36		74.36	
RANKING		2		4		1		3	

Review and Action as Necessary on Substantial Completion of the Pecan Plaza Renovation for Continuing Education Additional Classrooms and Cashiering Space

Approval of substantial completion for the Pecan Plaza Renovation for Continuing Education Additional Classrooms and Cashiering Space project is requested.

Architects with Boultinghouse Simpson Gates Architects and STC staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, a Certificate of Substantial Completion for the project was certified on November 14, 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.

Alpha Building Corporation 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 January 2015 Board meeting.

The Facilities Committee recommended Board approval of the substantial completion of the Pecan Plaza Renovation for Continuing Education Additional Classrooms and Cashiering Space project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the substantial completion of the Pecan Plaza Renovation for Continuing Education Additional Classrooms and Cashiering Space project as presented.

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

The Board of Trustees of South Texas College approves and authorizes the substantial completion of the Pecan Plaza Renovation for Continuing Education Additional Classrooms and Cashiering Space project 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):

**Continuing Education &
Cashier Renovations**

RFP#13-14-1047

2629 Pecan Plaza | McAllen

PROJECT NUMBER: 1326/

CONTRACT FOR: General Construction

CONTRACT DATE: May 1, 2014

OWNER:

ARCHITECT:

CONTRACTOR:

FIELD:

OTHER:

TO OWNER:

(Name and address):

South Texas College

3201 Pecan Blvd.

McAllen, Texas 78501

TO CONTRACTOR:

(Name and address):

Alpha Building Corporation

222 E Van Buren Ste 503

Harlingen, Texas

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

Entire project. See attached punch list for the remaining items to be repaired or remedied.

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

November 14, 2014

**BOULTINGHOUSE SIMPSON
GATES ARCHITECTS**

ARCHITECT

BY

11-14-14

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: \$12,800

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.

**ALPHA BUILDING
CORPORATION**

CONTRACTOR BY DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at **5:00 pm** (time) on **November 14, 2014** (date).

SOUTH TEXAS COLLEGE

OWNER BY DATE

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

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

Maintenance: *As of 5:00 p.m. on November 14, 2014 the responsibility for Maintenance of the Building shall be as follows: For completed work and areas of the building which will be occupied by the Owner, the Owner will assume full responsibility. For incomplete work such as those items remaining on the Certificate of Substantial Completion, the Contractor will retain responsibility, but must obtain permission from the Owner for access to the building.*

Damages to the Work: *As of 5:00 p.m. on November 14, 2014 the responsibility for damages to the Work shall be as follows: The Owner will assume the responsibility for any damages which occur. If the Contractor damages any of the Work during the completion of the punch-list items, he shall be responsible for correcting them.*

Insurance: *The Contractor's insurance coverage will continue in effect until the Date of Final Completion.*

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 December 11, 2014

Project number	PROJECT DESCRIPTION	Project Development				Design Phase				Solicitation of Proposals				Construction Phase				Project Manager	Architect/Engineer	Contractor
		Project Development	Board approval of A/E	Concept Development	Schematic Approval	30%	60%	95%	100%	Solicitation of Proposals	Board Approval of Contract	Construction Start	30%	50%	75%	95% Substantial Completion	100%			
Pecan Campus and Pecan Plaza																				
14-1-012	Pecan - Annex Grant/Accountability Office Improvements																Robert	EGV Architects	5 Star Construction	
14-1-015	Pecan - Student Services Bldg Modifications																Rick	ERO Architects	Bullard Construction	
14-1-021	Pecan - Building A, G, D & X Electrical Disconnects																John	AGR Engineering	Metro Electric	
15-1-002	Pecan - Covered Area for Ceramic Arts Kilns																Robert	EGV Architects	TBD	
15-1-011	Pecan - Removal of existing trees for Bond projects	N/A															John	STC staff	TBD	
15-1-012	Pecan - Infrastructure for relocation of Portable Buildings																John	Melden & Hunt	TBD	
15-1-013	Pecan - Relocation of Electrical Power Lines																Gerry	TBD	TBD	
15-1-020	Pecan - AECHS Service Drive and Sidewalk Relocation																John	TBD	TBD	
	Pecan - H.S.I. Grant Training Lab C111 Improvements	N/A															John	N/A	TBD	
	Pecan - Professional Development Office Improvements	N/A															Rick	N/A	STC O&M	
13-1-004	Pecan Plaza - Police Department Space Renovation																Rick	PBK Architects	5 Star Construction	
14-1-016	Pecan Plaza - Continuing Education Space Renovation																Robert	Boulinghouse Simpson Gates Architects	Alpha Building Corp.	
15-1-003	Pecan Plaza - Police Department Emergency Generator																Rick	Half Associates	TBD	
15-1-004	Pecan Plaza - Asphalt Resurfacing on Back Side																Rick	TBD	TBD	
Mid Valley Campus																				
	None currently in progress																			
Technology Campus																				
14-3-R002	TC - West Academic Building Re-roofing																Robert	Amtech Building Sciences	TBD	
14-3-R006	TC - HVAC Cooling Tower Replacement																Rick	Half Associates	Pro-Tech	
15-3-R001	TC - Replacement of flooring in Building B																Robert	STC staff	Diaz Floors & Interiors	
Nursing and Allied Health Campus																				
14-4-001	NAH - Parking Lot Expansion																John	Perez Consulting Engineers	TBD	
14-4-R004	NAH - Irrigation system upgrades	N/A															John	SSP Design	TBD	
14-4-005	NAH - Subdivision Plat																John	Perez Consulting Engineers	N/A	
15-4-022	NAH - Walls for Quiet Study Area																Rick	STC staff	TBD	
15-4-R001	NAH - Carpet Replacement II - West Wing (RR)																Robert	STC staff	Vintage Tile & Stone	
Starr County Campus																				
14-5-003	Starr - Parking Lot 5 Lighting																Rick	AGR Engineering	Ziirro Electric	
14-5-004	Starr - South Drive Lighting																Rick	AGR Engineering	Ziirro Electric	
District Wide Improvements																				
14-6-010	DW - Building to Building ADA Accessibility Phase II																Robert	Dannentaum Engineering	TBD	
14-6-011	DW - Infrastructure for Fiber Optic Lines																Gerry	TBD	TBD	
14-6-012	DW - Parking Lots Lighting Upgrades to LED																Robert	DBR Engineering	TBD	

For FY 2014-2015, 27 projects are currently in progress, 1 has been completed and 35 pending start up - 63 Total

Status of Non-Bond Construction Projects In Progress December 2014

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Pecan Campus							
Grant/Accountability Office Improvements	75%	December 2014	1. Construction Phase 2. Construction in progress	\$24,000	\$94,600	\$46,502.50	\$48,097.50
Student Services Building Offices Modifications	90%	December 2014	1. Construction Phase 2. Construction in progress	\$154,050	\$402,960.40	\$227,988.60	\$174,971.80
Pecan Campus Buildings A, G, H, & X Electrical Disconnects	30%	January 2015	1. Construction Phase 2. Construction in progress	\$100,000	\$101,121	\$0	\$101,121
Cover area for Ceramic Arts Kilns	5%	March 2015	1. Design phase 2. Contract negotiations in progress	\$48,750	TBD	\$0	TBD
Removal of Trees for Bond Construction	30%	January 2015	1. Construction Phase 2. Work on progress	\$25,000	\$20,271	\$0	\$20,271
Infrastructure for Relocation of Portable Buildings	100%	December 2014	1. Design Phase 2. Design work complete 3. Solicitation of construction proposals in progress	\$52,500	\$30,047.71	\$17,423.71	\$12,624
Relocation of Electrical Power Lines	0%	March 2015	1. Design phase 2. Contract negotiations in progress	\$11,250	TBD	\$0	TBD
AECHS Service Drive and Sidewalk Relocation	0%	March 2015	1. Design phase 2. Contract negotiations in progress	\$9,000	TBD	\$0	TBD
HSI Grant Training Lab C111 Improvements	30%	February 2014	1. Construction Phase 2. Work in progress	Grant	TBD	\$0	Grant

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Professional Development Office Improvements	75%	December 2014	1. Design Phase 2. FPC staff preparing basic construction drawings	\$10,000	TBD	TBD	\$10,000
Pecan Plaza Renovations for Police Department	99%	July 2014	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 – 90% complete	\$1,200,000	\$904,143.45	\$851,317.65	\$52,825.80
Pecan Plaza Continuing Education Classrooms Improvements	95%	December 2014	1. Construction Phase 2. Construction in progress 3. Substantial Completion on schedule for December 2014	\$170,000	\$187,310	\$109,655	\$77,655
Pecan Plaza Police Department Emergency Generator	0%	March 2015	1. Design phase 2. Contract negotiations in progress	\$30,000	TBD	\$0	TBD
Pecan Plaza Asphalt Resurfacing on Alley Side	0%	March 2015	1. Design phase 2. Contract negotiations in progress	\$8,000	TBD	\$0	TBD
Mid Valley Campus							
No Work in Progress							
Technology Campus							
West Academic Building Re-roofing	95%	December 2014	1. Design Phase 2. Design Phase in progress	\$125,000	\$106,181.25	\$9,750	\$96,931.25
HVAC Cooling Tower Replacement	30%	January 2015	1. Construction Phase 2. Construction in progress	\$415,000	\$396,000	\$0	\$396,000

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Replacement of Flooring in Building B	20%	December 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Contract has been signed 3. Contractor has ordered materials 	\$50,000	\$15,462.15	\$0	\$15,462.15
Nursing and Allied Health Campus							
Parking Expansion	100%	November 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Re-solicitation of proposals is complete 3. Board approval of contractor in December 2014 	\$54,000	\$47,755	\$38,455	\$9,300
Irrigation System upgrades	60%	December 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Design work in progress 	\$5,000	TBD	\$0	TBD
Subdivision Plat for 6.63 Acres	95%	January 2015	<ol style="list-style-type: none"> 1. Design Phase, 2. Staff is working with the engineer to finalize subdivision plat 3. Traffic Impact Analysis in progress 	\$20,000	\$19,690	\$0	\$19,690
Walls for Library Quiet Study Area	30%	January 2015	<ol style="list-style-type: none"> 1. Construction Phase 2. Pending delivery of pre-manufactured walls 	\$25,000	\$15,643.34	\$0	\$15,643.34
West Wing Re-carpeting	30%	December 2014	<ol style="list-style-type: none"> 1. Construction phase 2. Pending delivery of carpet for installation 	\$80,000	\$65,416.24	\$0	\$65,416.24
Starr County Campus							
No Work in Progress							
District Wide							
Building to Building ADA Accessibility Improvements Phase II	30%	February 2015	<ol style="list-style-type: none"> 1. Design Phase 2. Design work is in progress 	\$60,000	TBD	\$0	TBD

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Infrastructure for Fiber Optic Lines	20%	March 2015	<ol style="list-style-type: none"> 1. Project development Phase 2. Staff is working to confirm locations where underground infrastructure will be needed to additional fiber optic lines 	\$95,000	TBD	\$0	TBD
Parking Lots Lighting Upgrades to LED	10%	February 2015	<ol style="list-style-type: none"> 1. Design phase 2. Design work in progress 	\$15,000	\$8,000	\$0	\$8,000
For FY 2014-2015, 27 non-bond projects are currently in progress, 1 has been completed and 35 pending start – Total 63							

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

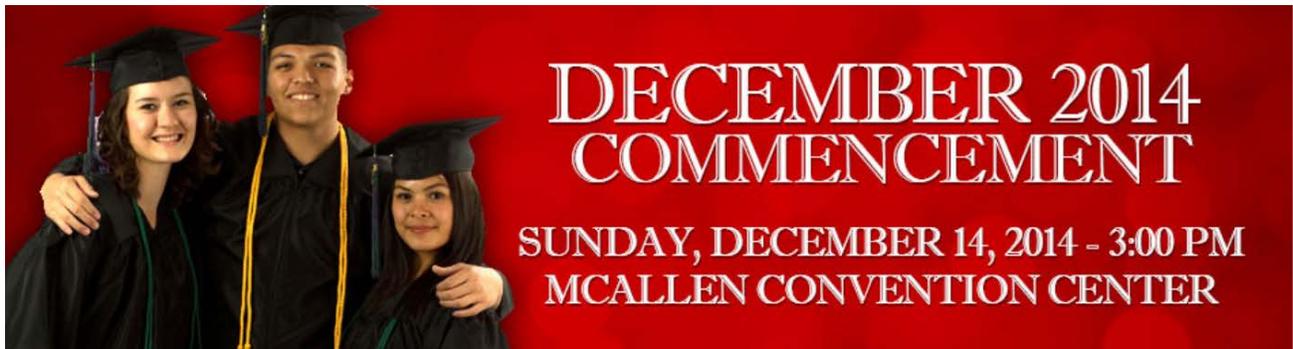
FINANCIAL REPORTS

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

Informational Items

- President's Report

President's Report



South Texas College reached another major milestone on Sunday, December 14, 2014 when it held its first ever December Commencement Ceremony at the McAllen Convention Center. This marks the seventh commencement ceremony for 2014! More than 1,500 students were eligible to dress in their regalia and participate in this important ceremony that celebrated their accomplishments. It was their moment to shine and transition into the workforce or continue pursuing their higher education.

Due to the student enrollment growth and the record number of students completing their certificates, associate and bachelor degrees, it was just a matter of time before we had to add a December Commencement in addition to the six ceremonies held in May.

Kudos, sincere appreciation and much-deserved recognition to South Texas College's Board of Trustees, faculty and staff, our exceptional faculty, department/program chairs, Vice Presidents, and Deans who helped guide and ensure a quality educational experience for our graduates, and numerous others at the College who made available the critical support services necessary to provide for their success. A special thank you is extended to Matthew S. Hebbard, Dean of Enrollment Services, for his leadership throughout the entire process. The coordination of a commencement ceremony is never an easy task, let alone a seventh!



On December 4th I was invited to attend the White House College Opportunity Day of Action hosted by President Barack Obama and First Lady Michelle Obama. The summit focused on college completion, as well as on K-16 collaborations and innovations in the use of technology to significantly increase the number of underrepresented Americans to attend and successfully complete a post-secondary degree. Colleges, universities, and foundations pledged commitments to measurably increase college attainment for Americans. The day was divided with presentations including the President, First Lady, Vice President and ten smaller discussion groups on different topics. Much of the information shared, and the commitments announced at the Summit, were familiar as I truly believe that South Texas College is on the cutting edge of the work that needs to be done at a national level. Also representing South Texas were Dr. Ponce, Superintendent, McAllen ISD, Dr. King, Superintendent, PSJA ISD, and Dr. William Serrata, President of El Paso Community College, and former VP for Student Affairs and Enrollment Management at South Texas College.

I was part of the College Completion working group and had a disheartening interaction with the past president of a “Big 10” university who, when learning I represented a community college that helped many students transfer, told me he has never been an advocate for students transferring from community colleges. From our exchange it was clear he had no real understanding about the essential impact higher education can have by improving the transfer function from community colleges to universities. His comments left me perplexed. How can he not understand the majority of Latino and African American students who are in college today are attending community colleges and the potential impact transfer has on America's college completion. I am determined, more than ever, to champion the seamless transition of community college students to four-year institutions without barriers or impediments, such as loss of college credit. I came away from the summit realizing how much more work we still have to do to ensure **ALL** students are given the opportunity to complete college.



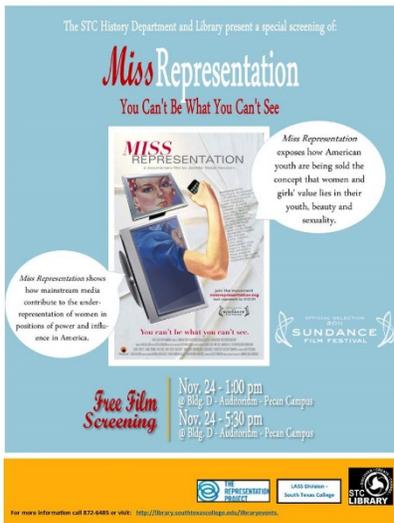
South Texas College student Amanda Leigh took part in this photo shoot of her image on one of the billboards for the new "**In the Making**" rebranding campaign.

South Texas College was a proud sponsor of the City of McAllen **Holiday Parade** held Saturday, December 6, 2014. City crews set up shop adjacent to the College's Technology Campus, and diligently worked on floats to prepare for the City's biggest holiday parade in the City's history! Students and staff from the College presented "Animal" from the Muppets. The College also made available the “Polar Express,” a free Park and Ride shuttle service to the McAllen Holiday Parade. Anyone wishing to ride the shuttle were encouraged to park at the Cooper Center lots or the Jag Express Lot (west of Ware Road) and then hop on board the Polar Express! Riders were dropped off at 21st & Quince.





The Office of Student Activities and Wellness treated students to free movies on Thursday, November 20th and Wednesday, December 3rd at the Starr, Mid Valley and Pecan campuses. Students were invited to head to their nearest South Texas College campus to enjoy these free movies under the stars.



On Nov. 24th two screenings were held of the documentary film *Miss Representation* with a special introduction by Dr. Patricia Blaine. The film was shown in the Auditorium, Building D on the Pecan Campus. Written and directed by Jennifer Siebel Newsom, the film exposes how mainstream media contribute to the under-representation of women in positions of power and influence in America. The film challenges the media's limited and often disparaging portrayals of women and girls, which make it difficult for women to achieve leadership positions and for the average woman to feel empowered.

South Texas College's Chapter of the American Association for Women in Community Colleges held their first annual Holiday Bazaar for the purpose of raising scholarship funds for South Texas College students. The event took place on Monday, December 8th at the Pecan Campus, Building H.





Students were invited to attend *Light Up Study Night* on December 3, from 5:30 pm to 10 pm at the Cooper Center! This event created a study environment with refreshments, food, door prizes, entertainment, and CLE tutors. Students were also treated to the “Communication Arts Tree Lighting”



South Texas College hosted the Texas Regional STEM Degree Accelerator Initiative on November 19th at the Pecan Campus. Key College staff were joined by 10 education institutions to begin working together on a Planning Grant for the Texas Regional STEM Degree Accelerator Initiative. The \$15,000 Planning Grant is the first part of a two-phase project focused on ensuring that 100,000 under-represented students in Texas earn STEM degrees over the next four years. Texas is projected to have approximately nine percent of the nation’s STEM opportunities in the future, the second highest in the U.S., according to the Houston Endowment and the Texas Higher Education Coordinating Board. Regional planning teams will analyze data and develop a Regional STEM Pathway Plan during the first phase of the project. If selected, the regional teams that develop successful plans will receive additional funding of \$400,000 to \$1 million over a three-year period to implement their pathway plans, beginning in Sept. 2015. During the meeting, the participating institutions and organizations laid the foundation for the planning proposal that will be submitted on December 16th by reviewing the goals of the grant, identifying information required by the application and developing their initial plans. The grant **winners will be announced on January 13, 2015**. The institutions and organizations that attended the meeting and are part of the partnership are: South Texas College, The University of Texas-Pan American, The University of Texas-Brownsville, Texas Southmost College, Texas State Technical College – Harlingen, PSJA ISD, La Joya ISD, Mission CISD, RGV FOCUS, and Workforce Solutions.

On December 5th Grainger Industrial Supply, the nation’s leading broad line supplier of maintenance, repair and operating products, awarded two scholarships to South Texas College Diesel Technology students Daniel Gaona and Felipe Salas. The Grainger *Tools for Tomorrow Scholarship Program* helps technical students across the country realize their educational goals. Outstanding students are recognized with a \$2,000 scholarship and a customized Westward toolkit upon completion of their educational



program. Student Daniel Gaona plans to use the funds to advance his academic career, become a diesel technician and eventually own his own shop. Student Felipe Salas, a forklift technician, plans to transfer into a mechanical engineering program upon graduating from South Texas College this fall.



On December 5th the College's Computer Aided Drafting and Design Program and the Art Program students showcased their creativity while participating at the McAllen Artwalk. Kudos to the faculty and staff for the mentoring and support of these talented students.



On November 20th, the CADD Program presented the Fall 2014 Lecture Series featuring engineers from Halff Associates, Inc. Students, faculty and staff were invited to attend and enjoy a light lunch following the lecture series.

Join the CADD Department's
FALL 2014
Lecture Series

Using BIM to Collaborate:
A look at the design of the McAllen Performing Arts Center and how using the Building Information Modeling (BIM) software, Revit allowed for the collaboration between multiple disciplines.

Thursday, November 20, 2014
11:30 - 1pm

Lecture by:
HALFF ASSOCIATES, INC.

Technology Campus Auditorium

Free for South Texas College Faculty,
Staff, and Students

A light lunch will be available.

Join us for our Fall 2014 Lunch and Lecture series. For this lecture, three mechanical engineers from Halff Associates, Inc. will discuss their role in the McAllen Performing Arts Center, a project that required them to utilize different engineering practices to overcome design challenges.

Hugo Avila,
Mechanical Engineer

Brian Burmeister,
Mechanical Engineer, EIT

and Robert Tijerina,
Mechanical Engineer, EIT

South Texas College
Information Technology
Program

Tech 4 toys

Toy donations will benefit underprivileged children in our Valley Colonias

One Mile Walk/Run Date: 12/6/2014
@ STC Technology Campus East Parking Lot

Time: 8:30 am with Registration starting at 7:00 am

Entry Fee: A new, unwrapped toy*

Toy Drop-off & Registration before event: Item 11/29 through 2:00 pm on 12/3/2014
At Technology Campus AZ16

Tech 4 Toys run/walk event will be the finale to our toy drive

We appreciate your help in making our 2nd Annual Tech 4 Toys a Successful Event!

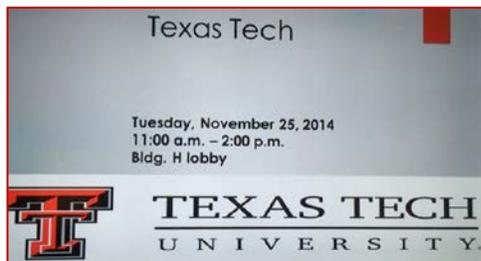
*No food-containing or weapon-like toys, please

For more information or to register call:
Araceli Garcia: (956) 872-6101

The South Texas College Information Technology Program held a toy drive to benefit underprivileged children who live in the RGV colonias. A one mile walk-run event was held on December 6th at the Technology Campus. In lieu of an entry fee, a donation of a new unwrapped toy was accepted. The toys will be gifted to local children in the Rio Grande.



Students were invited to meet with Ms. Courtney Sturges, graduate student recruiter, from Texas A&M Commerce on Monday and Tuesday, November 24 & 25, 2014 at the Pecan Campus, Building H. Ms. Sturges also provided a presentation for all attendees.

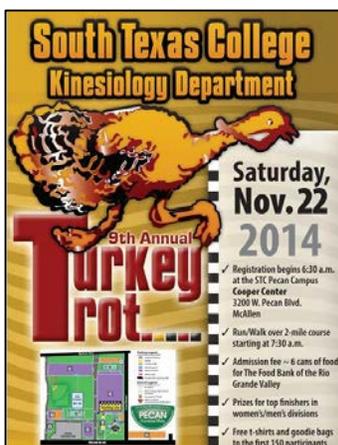


Students were invited to visit with Ms. Jessica Andis, student recruiter, from Texas Tech University on Tuesday, November 25, 2014, at South Texas College's University Center in Building H on the Pecan Campus. All interested students were welcome to attend.



The South Texas College Mid-Valley Campus Library presented "In the Moment," featuring the student artwork of Anita Rodriguez. The exhibit opened on Tuesday, Nov. 18, 2014 and continues through Dec 9th at the Mid-Valley Campus Library (Bldg. E), in Weslaco. A reception was held on Dec. 2nd at 6 p.m. at the same location. Admission to both events was free and open to the public.

STC's Library Art Gallery exhibits regional, national and international artwork, explores new visions and theories of creativity, and introduces innovative artistic expressions to the South Texas region.



On November 22, 2014, the Kinesiology Department held the 9th Annual Turkey Trot. The event began at 6:30 AM on the Pecan Campus, Cooper Center. It included a 2-mile run/walk course. Admission was free; however, a donation of 6 can goods were accepted in lieu of a fee. All donations were to benefit the Food Bank of the Rio Grande Valley. Prizes for top finishes were given and free Turkey Trot t-shirts and goodie bags were given to the first 150 participants. It was a great turnout and exciting event for all.

- WILD (Writers In Literary Discussion) held a show for children featuring puppets, singers, and a dancer. The show *Up the Hill with Jack and Jill* was presented on Friday, November 21st and

Saturday, November 22nd at the Building D Auditorium on the Pecan Campus. Admission was free for children and \$1.00 for adults.

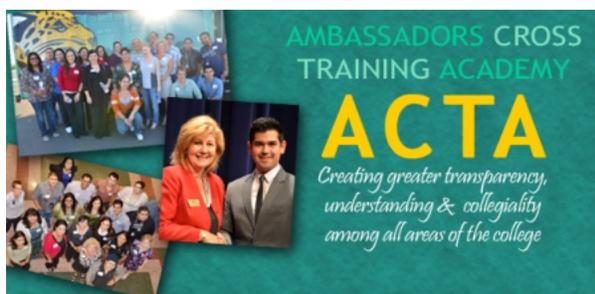
- On Thursday, December 4th representatives from the Minority Affairs Council at UTPA held an information session for undocumented students at South Texas College, in Building T, Room 2.012 on the Pecan Campus. The session included the resources available for undocumented students as well as updates about recent changes in immigration policy in the United States.
- **CPR/First-Aid Training** was provided on Friday, November 21st at the Technology Campus, Building A, Room 120 from 8:15 AM to 5:00 PM. Seats were limited and on a first come, first served basis.
- Faculty and staff were encouraged to attend training sessions on the fundamentals of Microsoft Office 2013 and to explore its new features. Participants learned some of the new enhancements and changes in the software. Sessions were held on December 5th, 10th and 12th at the Mid Valley, Starr County and Pecan Campuses.
- Attended the Partners in Excellence Breakfast hosted by the McAllen Independent School District. It was a great opportunity to visit with our partners at the McAllen ISD and to be recognized for our various partnerships with McAllen ISD.
- Met with Juan Carlos Aguirre, Associate Dean, Continuing, Professional and Workforce Education for an update on his department's activities.
- Attended the South Texas ISD's 50th Anniversary Celebration held Saturday, November 22nd at their Mercedes Campus. I also was invited to serve on a higher education panel alongside TSTC Interim President Dr. Stella Garcia, UTB Interim President Dr. William Fannin, and UTPA Interim President Dr. Havidan Rodriguez.
- I participated in a teleconference with other presidents served with me on a panel at the National Early College Conference hosted by *Educate Texas* and *Jobs for the Future*.
- The Conference was held in Dallas, December 9th and 10, 2014 with over 700 Texas and national education leaders representing ISDS and community colleges/regional universities, and who are very involved in the Early College High School movement. The purpose for the conference was to build momentum for this movement and highlight its success to date. Those invited to the Conference included educators, administrators, policymakers, and thought leaders to learn how early



college can prepare students for college and careers through proven instruction strategies, emerging technology, and partnerships with colleges and employers. South Texas College is proud to be the leader in Texas in the Early College High School movement with 26 Early College High Schools to date.

Serving with me on the panel were presidents from Lee College, UT-Permian Basin, and UT-El Paso. Joel Vargas, Vice President, High School through College with *Jobs for the Future* served as the moderator.

- Participated in a meeting coordinated by Congressman Hinojosa’s office to review and discuss the Apprenticeship Grant, an upcoming Department of Labor funding opportunity.
- Attended the showcasing of two new musical groups at South Texas College, the new Mariachi and the new Drum Line. The event was coordinated by William Buhidar, Visual Arts and Music Department at South Texas College.



I provided a welcome, and expressed congratulations at the graduation ceremony for the Ambassadors Cross-Training Academy held Friday, December 5, 2014 at the Auditorium in Building D on the Pecan Campus. The Ambassadors Cross-Training Academy is designed to help South Texas College employees improve their knowledge of all aspects of the College and provide better assistance for students and colleagues.



Attended and provided a welcome and remarks at the Texas Workforce Commission/Skills Development Fund Grant Announcement on Thursday, December 11th at the Technology Campus. Mayor Jim Darling was in attendance and provided a welcome on the behalf of the City of McAllen. I thanked Mayor Darling for joining us and also expressed my appreciation to the Texas Workforce Commission for being a long-standing partner of South Texas College. Since 2002, the College has received 12 grant awards from TWC

to provide high level, advanced manufacturing training to local companies. The amount of funding the College has received from these awards totals \$11,110,000 and we have used the funds to provide training to 13,458 new and incumbent workers in our community and to build training capacity at the College. The ceremony represented another training project that will not only increase the skills level and wages of over 250 workers, but will help make local manufacturing

operations more globally competitive. The technical training in this project will focus on five major competencies: Automation Technology, Manufacturing Production Skills, Welding, Safety, and Quality. The manufacturers who have partnered with the College in this training project are: Grand Rapids Foam Technologies, Panasonic Corporation of North America with Kelly Services Inc., Fox Packaging and Zebra Technologies Corporation. It is their commitment and confidence in South Texas College that helps make our programs successful.

I also had the pleasure of introducing Esperanza “Hope” Andrade, Commissioner Representing Employers, Texas Workforce Commission, who provided remarks and presented the College with a check in the amount of \$216,303.



- Met with Dr. Anahid Petrosian, Interim Vice President for Academic Affairs and Dr. Margaretha E. Bischoff, Dean of Social and Behavioral Sciences to review and discuss their ideas for the reorganization of the Liberal Arts and Social Sciences Division.
- Participated in the walk-through for the December Commencement Ceremony scheduled Sunday, December 14th at the McAllen Convention Center.
- Coordinated the agendas and back-up materials for the joint meeting with the City of McAllen Commissioners, Education and Workforce Innovation Committee meeting, Facilities Committee meeting, and Regular Board meeting.
- Continue to meet with STC’s President’s Cabinet to:
 - facilitate administrative planning on a weekly basis;
 - review and address issues of concern;
 - formulate strategic direction and problem solving; and
 - provide communication and feedback among the President and the Vice Presidents
 - prepare for FY 2015-2016 revenue projections, budget, staffing plan, and operational plan
- Continue to meet with STC’s President’s Administrative Staff. The purpose of the President’s Administrative Staff is to communicate information to all administrative staff and to provide the opportunity for discussion on areas of concern regarding the leadership and strategic direction for the College.
- Continue to meet with the College’s Vice Presidents, Administrators, Planning and Development Council, Coordinated Operations Council, and other Councils to address immediate concerns and issues facing the College. Topics covered from November 20th thru December 16, 2014 included:

- Presentation on Business Office Travel and Expense System
- Discussion of Projected Revenue for FY 2015-2016
- Discussion of High Priority Requests for Staffing for FY 2015-2016
- Discussion of Tuition and Fees for FY 2015-2016
- Discussion of Capital Equipment Requests for FY 2015-2016
- Discussion of Capital Improvement Projects for FY 2015-2016
- Review of Verification Process for Validating Registered Voters on Rollback Petition
- Review of License and Certificate Inventory for Classified and Professional Technical Pay Supplement
- Review and Discussion of Personnel Policy for Volunteers
- Presentation of “In the Making” Campaign
- Discussion of Evergreen’s Recommendations on Exempt and Non-Exempt Positions
- Continued Discussion of Tuition and Fees for FY 2015-2016
- Review and Discussion of MOU with UTRGV
- Update on Grant Proposals
 - STEM Initiative
 - Department of Labor
- Discussion of Audit of Employee Eligibility for Rehire
- Discussion of Use of Auxiliary Funds for Holiday/End of Year Recognition Meetings
- Update on Student Enrollment for Spring 2015
- Review and Discussion of Data Related to Repeated Courses



Announcements

A. Next Meetings:

- **Tuesday, January 13, 2015**
 - 3:30 p.m. – Education and Workforce Development Committee Meeting
 - 4:30 p.m. – Facilities Committee Meeting
 - 5:30 p.m. – Finance and Human Resources Committee Meeting

- **Tuesday, January 27th, 2015**
 - 5:30 p.m. – Regular Meeting of the Board of Trustees

B. Other Announcements:

- Board Holiday Dinner, Tuesday, December 16, 2014 at 7:30 p.m., *Patio On Guerra*, 116 S 17th St., McAllen, Texas.
- The College will be closed December 18th. 2014 – January 4th, 2015 for Winter Break.
- Some offices providing Student Services will be open on a revised schedule during this period to allow students to prepare for the Spring 2015 semester.
- The Office of the President will be open to conduct Board business on Monday, December 22, 2014 during normal business hours.