



**SOUTH TEXAS
COLLEGE**

**Board of Trustees
Regular Board Meeting**

**Tuesday, December 13, 2016
5:30 p.m.**

**Pecan Campus
Ann Richards Administration Building
Board Room
McAllen, Texas**

Online Board Packet

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, December 13, 2016 @ 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 - 9
 - A. Presentation on 3D Printed Model Project by 3rd and 4th Semester Architectural & Engineering Design Technology Program Students
 - B. Delinquent Tax Collection Report for the period of September 1, 2015 through August 31, 2016

- VI. Consideration and Action on Consent Agenda**
 - A. Approval of Board Meeting Minutes 10 - 61
 - 1. November 22, 2016 Regular Board Meeting
 - B. Approval and Authorization to Accept Grant Award(s) 62 - 63
 - 1. Additional Funds (Reallocation) for the "Carl Perkins Basic Grant" from the Texas Higher Education Coordinating Board in the amount of \$66,041
 - 2. The University of Texas Rio Grande Valley (UTRGV) Minority Serving Institutions (MSI) Community-Based Organizations (CBO) in Hidalgo and Cameron Counties Subaward in the amount of \$16,000.
 - 3. Additional Grant(s) Received/Pending Official Award

- VII. Consideration and Action on Committee Items**
 - A. Education and Workforce Development Committee**
 - 1. Review of Report to the Education and Workforce Development Committee: 64 - 65
 - a. Report on Veteran Student Services at South Texas College
 - 2. Review and Action as Necessary on Revised Policy #3320: *Scholastic Academic Progress Standards* 66 - 71

- 3. Review and Action as Necessary on Proposed Revisions to Policy #3232: *Dual Credit Student Eligibility Requirements* 72 - 74
- 4. Review and Action as Necessary on Proposed Deletion of Obsolete Policy #3234: *Tuition Rate and Fees for High School Students Who Independently Enroll in College Credit Courses Offered at any South Texas College Campus or Facility* 75 - 76

B. Finance and Human Resources Committee

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 - A. Review and Discussion on Governmental Accounting Standards Board (GASB) 75 Pronouncement
 - B. Review and Discussion of Establishing Criteria for Overall Audit Opinion
 - C. Review and Discussion of Internal Audit Reports in the Areas of Food Services Department Cash Handling Procedures & Surprise Cash Counts
 - D. Review and Discussion of Position Vacancy Report for FY 2016 – 2017
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 - A. Awards
 - 1) Cargo Vans (Awards)
 - 2) Graduation Caps and Gowns (Award)
 - 3) Law Enforcement Vehicles (Award)
 - 4) Security Cameras (Award)
 - B. Instructional Items
 - 5) Firearm Simulator (Purchase)
 - C. Non – Instructional Items
 - 6) Moving Services (Renewal)
 - D. Technology
 - 7) Career Coach Services (Purchase)
 - 8) Computers, Laptops, and Printers (Purchase)
- 5. Review and Action as Necessary on 2016 Tax Roll/Levy for Hidalgo and Starr Counties..... 89 - 105
- 6. Review and Action as Necessary on Appraisal District Allocated Cost Payments for Hidalgo County and Starr County 106 - 110

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 - 1) Student Tuition and Fees
 - 2) Dual Credit Tuition and Fees for Students Sponsored by Partnering School Districts
 - 3) Employee Fees
 - 4) Other (Non-Student/Non-Employee) Fees
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 - 1) Pecan Campus North Academic Building
 - 2) Technology Campus Parking and Site Improvements
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 - 1) Starr County Campus Health Professions and Science Building
 - 2) Starr County Campus Student Services Expansion
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 - 4) Starr County Campus Library
 - 5) Starr County Campus Thermal Plant
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A. Next Meetings:

- Tuesday, January 17, 2017
 - 3:00 p.m. – Education and Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:30 p.m. – Finance, Audit, & HR Committee
- Tuesday, January 31, 2017
 - 4:00 p.m. – Facilities Committee
 - 5:30 p.m. – Regular Meeting of the Board of Trustees
 - 7:00 p.m. – Board Holiday Dinner

B. Other Announcements:

- The Board Holiday Dinner will be held Tuesday, December 13, 2016 @ 7:30 p.m. at *Zucca 83*, 4901 W Expy 83, Ste 220, McAllen, TX 78503
- The Starr County Campus 2013 Bond Construction Groundbreaking Ceremony will be held on Thursday, December 15, 2016 at 10:00 a.m.
- The Winter 2016 Commencement Ceremonies will be held Saturday, December 17, 2016 at the State Farm Arena, Hidalgo, Texas:

10:00 a.m. Ceremony

- Bachelor Degrees
- Business and Technology
- Nursing and Allied Health

2:00 p.m. Ceremony

- Liberal Arts
 - Mathematics and Science
 - Social and Behavioral Sciences
- The College will be closed December 19, 2016 – January 3, 2017 in observance of Winter Break.
 - The College will host local school district partners for a Board Appreciation Breakfast on Friday, January 20, 2017, at the South Texas College Cooper Center for Communication Arts.

Presentations

A. Presentation on 3D Printed Model Project by 3rd and 4th Semester Architectural & Engineering Design Technology Program Students

Ms. Sara M. Lozano, Program Chair and Assistant Professor, and Ms. Laura Salas, Assistant Professor and Lead Instructor, will provide a presentation on a special 3D Printed Model design project by 3rd and 4th semester students in the College's Architectural & Engineering Design Technology Program.

Ms. Lozano and Ms. Salas coordinated a special project with their 3rd and 4th semester students to develop a design from a photo of the Pecan Campus Ann Richards Administration Building and develop a bookend model, to be designed and produced using the college's 3D printer. The project guidelines are included within the packet for the Board's review.

The students worked in teams of two, and presented initial design concepts to Dr. Shirley A. Reed, President, for feedback on their initial design. They then worked with this feedback to finalize their designs.

The students were initially instructed that a single model would be selected for presentation to the Board of Trustees as a demonstration of this program. However, it was quickly determined that the Board should see each design, as each included unique design elements and showcased the incredible initiative and creativity of the students.

Ms. Lozano and Ms. Salas will speak briefly about the design, and will introduce students representing the design teams. Finally, they will share a video showcasing the design and printing process. The video was produced by the Office of Public Relations & Marketing to showcase the AEDT Program.

B. Delinquent Tax Collection Report for the period of September 1, 2015 through August 31, 2016

A representative from Linebarger Goggan Blair & Sampson, LLP, will provide the Board with the Fiscal Year End Delinquent Tax Report on Collection and Collection Efforts for Hidalgo and Starr Counties.

These presentations are for the Board's information and feedback to staff, and no action is requested.

Final Project Guidelines

Client: Dr. Shirley Reed, South Texas College President

Project: Bookend of STC Ann Richards administration building.

Description: A bookend is to be designed and modeled after the Ann Richards administration building that is located in the Pecan campus. The client has requested a single bookend that may be used to hold books in either direction. The building features a clock tower that must be incorporated into your design as an actual working clock. The client has also requested that the model show true texture where required (i.e. brick, block, glass, etc.). This project will be a group activity and teams of 2 will be formed.

All teams are to produce the following:

- 3D printed Model (full scale if *selected design or presentation scale if not selected)
- AutoCad Rendering
- Voice Thread presentation

In addition a team WIKI is to be created to serve as a collaboration tool.

*The final designs will be reviewed by the client and the selected team will 3D print model to full scale and present it to the board. In addition, the rendering and Voice Thread may also be presented if time allows.

All teams will present the rendering, model, and Voice Thread presentation to the class during final exam class meeting.



Ann Richards Administration Building

The following are examples of both wiki and voice thread presentations:

<http://arce1421.pbworks.com/w/page/112165408/Home%20Page>

<https://voicethread.com/share/7849421/>

<https://voicethread.com/share/7849911/>

<https://voicethread.com/share/7857516/>



**Fiscal Year End
Delinquent Tax Collection Report**

Linebarger Goggan Blair & Sampson, LLP

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

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

Telephone: (956) 383-4500
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December 13, 2016

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

RE: Delinquent Tax Collection Report from September 1, 2015 through August 31, 2016

Dear Dr. Reed:

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

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

Very Truly Yours,



Lucy G. Canales
Capital Partner

Very Truly Yours,



Gustavo Martinez
Partner

LINEBARGER GOGGAN BLAIR & SAMPSON APPROACH

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

DEMAND MAILINGS

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

Hidalgo County: Nine (9) mailings completed for the Hidalgo County area with a total of 148,894 statements that were mailed out.

Starr County: Four (4) mailings completed for the Starr County area with a total of 65,961 statements that were mailed out.

LITIGATION SUMMARY

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

Hidalgo County

Litigation Activity	Cases	Base, Penalty and Interest
• Lawsuits Filed	1,198	\$679,663
• Interventions	289	\$153,261
• Lawsuits Disposed	945	\$584,460
• Judgments Taken	784	\$510,394
• Tax Warrants	92	\$36,004
• Pending Litigation as of Dec. 2016	4,127	\$2,686,150

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

- Over 48,320 Incoming/Outgoing Calls
- Over 11,382 Taxpayer Walk-Ins
- Over 6,570 Property Inspections
- Over 7,023 Pay Off Requests

- Over 2,047 Incoming/Outgoing Calls
- Over 350 Property Inspections
- Over 857 Taxpayer Walk-Ins

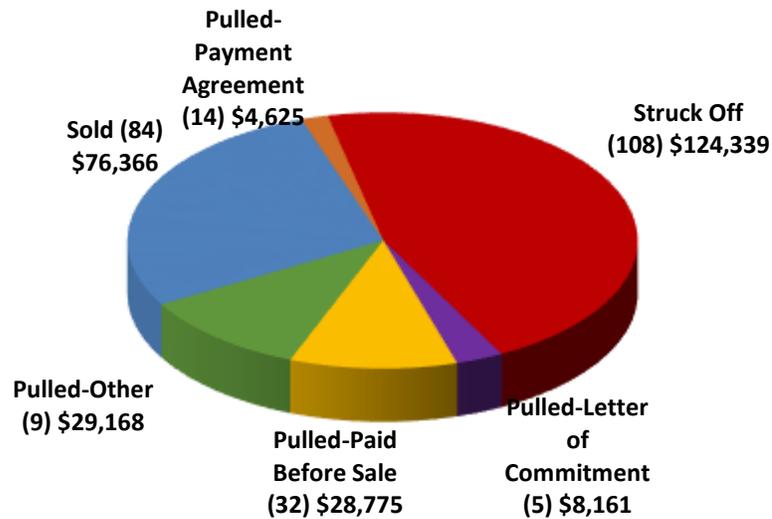
Starr County

Litigation Activity	Cases	Base, Penalty and Interest
• Lawsuits Filed	206	\$256,980
• Judgments Taken	62	\$81,262
• Lawsuits Disposed	5	\$3,986
• Pending Litigation as of Dec. 2016	710	\$969,308

Tax Sale Activity

Hidalgo County

Our Office regularly monitors all judgments we take on behalf of South Texas College. During this reporting period, **six (6)** tax sales were conducted in Hidalgo County placing **two hundred fifty-two (252)** properties for sale.



Tax Resale Program

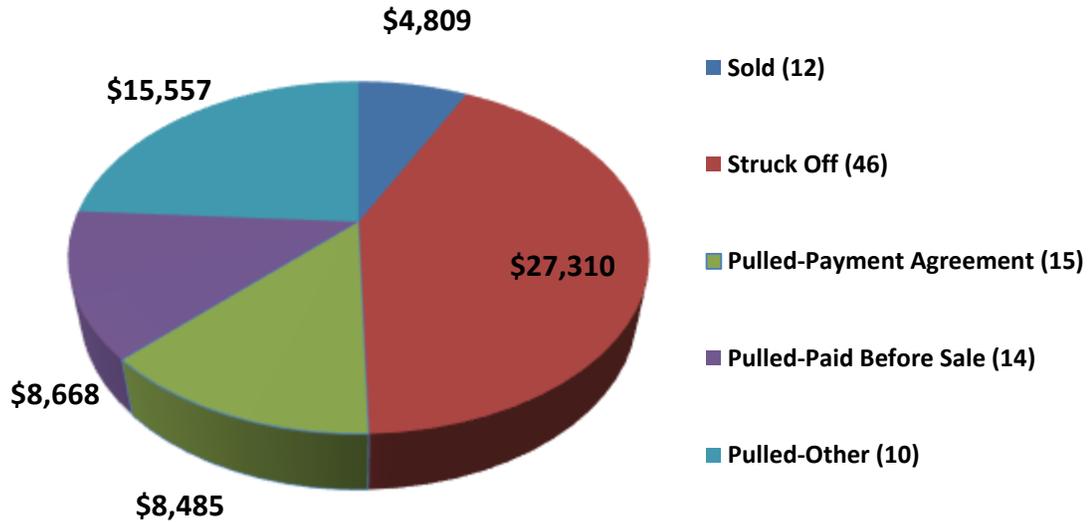
Our resale program for struck-off properties to the taxing entities and then sold at auction is part of our successful collection program conducted on behalf of the South Texas College. At our expense, the firm markets these struck-off properties through newspaper advertising, our firm's website, www.lgbs.com; a mailing list maintained by our office and conducts a resale of these properties struck-off throughout the year.

Tax Resale Program

- 4 Tax Resales
- 130 properties sold
- \$77,603 collected in base tax

Starr County

During this reporting period, **three (3)** tax sales were conducted in Starr County placing **ninety-seven (97)** properties for sale. One resale was held, placing **fifteen (15)** properties were placed for sale which collected \$3,177 in base tax.



BANKRUPTCY CLAIMS FILED

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

<u>Bankruptcy</u>		
<i>Ch. 7</i>	106	\$397,808
<i>Ch. 11</i>	143	\$576,951
<i>Ch. 13</i>	519	\$759,762
	768	\$1,734,521

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

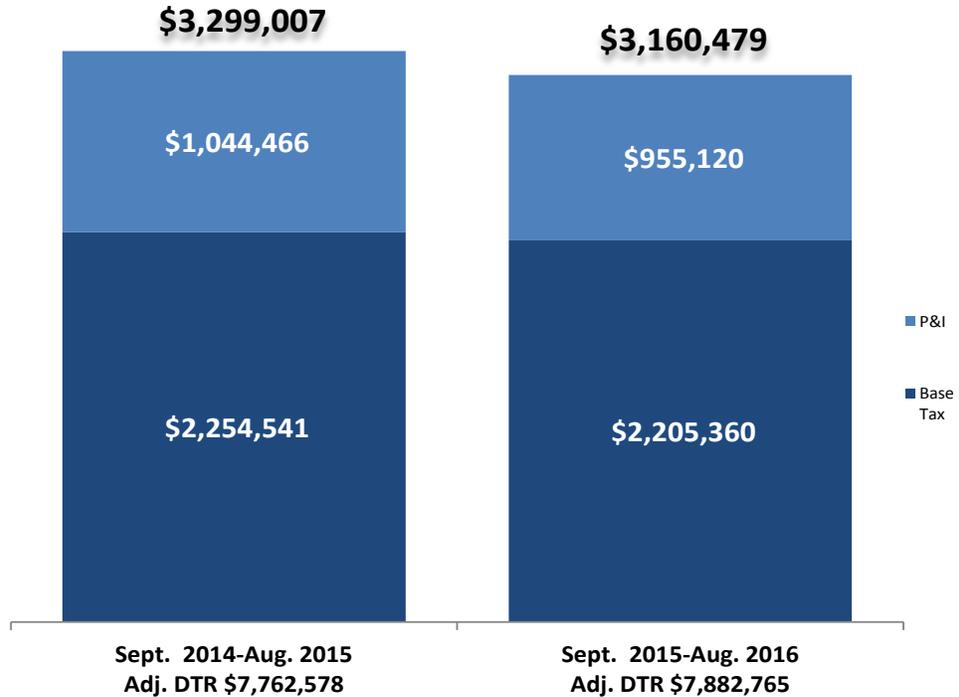
Chapter Eleven: This allows a Corporation to devise a plan to reorganize its debts and obligations to allow extended repayment of its creditors.

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

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

COLLECTION HIGHLIGHTS

Hidalgo County Collections



Source: Hidalgo Co. Tax Office

FUTURE OVERVIEW

Review of Pending Judgments and the Filing of Additional Lawsuits

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

Continued Monitoring of Bankruptcy Accounts

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

Mailing Program

Scheduled mailings on behalf of the South Texas College for the following months:

- January 2017
- February 2017

Scheduling of Property Sales

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

Property Visits

On site visits are being conducted on targeted accounts weekly.

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

Approval of Minutes

The following Board Meeting Minutes are submitted for approval:

1. November 22, 2016 Regular Board Meeting

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and adopt the November 22, 2016 Regular Board Meeting Minutes 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 November 22, 2016 Regular Board Meeting Minutes as presented.

Approval Recommended:

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

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, November 22, 2016 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, November 22, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 6:00 p.m. with Dr. Alejo Salinas, Jr., presiding.

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

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

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Dr. David Plummer, Dr. Anahid Petrosian, Mr. Matthew Hebbard, Mr. Ricardo De La Garza, Dr. Laura Sanchez, Dr. Ali Esmaeili, Dr. Ety Bischoff, Dr. Arturo Montiel, Dr. Murad Odeh, Dr. Victoria Champion, Mrs. Brenda Balderaz, Ms. Katarina Bugariu, Ms. Becky Cavazos, Mr. Gilbert Gallegos, Mr. Brian Fruge, Mr. Rolando Garcia, Ms. Diana Bravos Gonzalez, Ms. Tammy Tijerina, Mr. Scott Owens, and Andrew Fish.

Determination of a Quorum

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

Invocation:

Dr. Laura Sanchez, Associate Dean of institutional Research and Effectiveness, said the invocation.

Public Comments

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

Presentations

A. Report on the Regional Accreditation 5th Year Review

Dr. Laura Sanchez, Associate Dean of Institutional Research and Effectiveness, provided a report on the College's recent 5th Year Review, part

of the accreditation process by the Southern Association of Colleges and Schools – Commission on Colleges (SACS-COC).

South Texas College’s last accreditation review resulted in a ten year reaffirmation. At the five year mark, SACS-COC undertakes a follow-up review to ensure that accreditation standards are being met.

A team from SACS-COC visited South Texas College on November 1 – 3, 2016 to conduct an on-site review, which included 6 Dual Credit partner sites.

Dr. Sanchez reviewed the SACS-COC 5th Year Review and the results of the recent on-site review.

B. Report on the Association of Community College Trustees (ACCT) 2016 National Leadership Congress

Board Vice Chair, Mrs. Graciela Farias and Trustees Ms. Rose Benavidez, Mr. Paul R. Rodriguez, Mr. Gary Gurwitz, and Mr. Roy de León attended the Association of Community College Trustees (ACCT) 2016 National Leadership Congress in New Orleans, Louisiana.

The Trustees attended presentations from peer institutions, and delivered the presentation “*Tuition Free Dual Credit Courses – A Pathway Out of Poverty*” to an audience of Trustees, CEOs, and administration from among the ACCT’s 1200 member colleges, sharing South Texas Colleges programs and achievements with leaders from peer institutions throughout the continent.

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

Approval of Minutes

The following Board Meeting Minutes are submitted for approval:

1. October 27, 2016 Regular Board Meeting

Upon a motion by Ms. Rose Benavidez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and adopted the October 27, 2016 Regular Board Meeting Minutes as written. The motion carried.

Approval and Authorization to Participate in Innovative 3 (i3) Development Grant – Project Health Education and Leadership for ALL (HEAL2) from the US Department of Education

Authorization to participate in the Innovative 3 (i3) Development Grant – Project Health Education and Leadership for ALL (HEAL2) from the US Department of Education, and use of related funds as authorized by the grant, was requested:

Project HEAL2 was a collaborative project among Region One Education Service Center, South Texas College, Doctor's Hospital at Renaissance (DHR), South Texas ISD, Pharr-San Juan-Alamo ISD and La Joya ISD to serve a diverse population of 20 to 25 students from 9 high schools through their first year of college. The purpose would be to develop knowledge and skills that prepare them for success in a rigorous Health-integrated/Nursing curriculum. Additionally, 200 to 300 students will receive related academic support from trained educators and curriculum designed to engage students in hands-on, Project Based Learning opportunities that develop a culturally diverse Nursing Workforce pipeline.

Under an agreement with Region One Education Service Center as the fiscal agent for this grant, South Texas College would provide contracted services, including training of high school teachers, guidance to Region One ESC and local school districts, and faculty support. The College would be reimbursed annually from the Region One Education Service Center under an agreement for 3 years, from January 2017 – March 2019. The amount had not been finalized, but was expected to be approximately \$703,968.

This grant funded program aligned to Strategic Direction #3 High Success Rate, by providing students and teachers with quality instructional resources and academic support that effectively prepares students to pursue credentials in nursing.

Upon a motion by Mrs. Graciela Farias and a second by Ms. Rose Benavidez, the Board of Trustees approved and authorized participation in the Innovative 3 (i3) Development Grant – Project Health Education and Leadership for ALL (HEAL2) from the US Department of Education, and use of related funds as authorized to provide contracted services with Region One Education Service Center in the approximate amount of \$703,968, contingent upon official award as appropriate. The motion carried.

Review of Presentation to the Education and Workforce Development Committee

a. Presentation on South Texas College Online Programs

Dr. Erasmus Addae, Dean of Distance Learning, and Mrs. Darci Cather, Assistant Professor of English, presented to the Education and Workforce Development Committee on South Texas College Online Programs.

Dr. Addae previously presented on the South Texas College Online Programs to the Education and Workforce Development Committee on February 16, 2016. At that meeting, Dr. Addae provided a background on the history of distance education at South Texas College, and the development and marketing of new programs and student services offered online in recent years.

Dr. Addae returned to present the learning data as of Fall 2015, which included 5,925 students, taking 526 course sections within 32 online programs.

Dr. Addae also reviewed the course development process and course design requirements used by South Texas College Online faculty, which includes a collaboration between traditional faculty and specialized Instructional Designers to ensure that online courses meet traditional standards and are delivered effectively online.

The presentation included a review of student success and completion metrics and overall South Texas College Online Program statistics, and discussed the training for all faculty teaching online and the support services provided to help students succeed in their online programs.

Mrs. Cather provided the Committee with a demonstration illustrating how online courses function for students at South Texas College. South Texas College Online includes comprehensive programs designed to help students meet their academic and workforce goals.

Mrs. Cather demonstrated how student connect to the system and support resources, interact with each other, with her as the instructor, and access course materials in order to learn and succeed online at South Texas College.

This review of the presentation was for the Board's information and feedback to staff, and no action was requested.

Review and Action as Necessary on Purchases, Renewals, Lease Agreement, and Rejection of a Proposal

Approval of the following purchases, renewals, and rejection of a proposal was requested.

- A. Award – Reject a Proposal**
- B. Instructional Item**
- C. Non- Instructional Items**
- D. Technology Items**
- E. Facility Usage Agreement**

A. Award – Reject a Proposal

1) Online Registration System for Continuing Education (Reject)

Rejection of the proposals for the online registration system for Continuing Education was recommended due to proposals not meeting specifications. None of the proposed systems had real time operation, they did not fully integrate with the payment requirements desired by the Business Office, and they did not integrate with records from the Admissions Office.

B. Instructional Item

2) Testing Materials (Purchase)

Purchase testing materials for Texas Success Initiative (TSI), which used the Accuplacer Platform from **The College Board** (New York, NY), a sole source vendor, at a total cost of \$59,500.00.

Purpose – The Student Assessment Center requested the purchase of thirty-five thousand (35,000) test units which will be used through Fall 2016, Spring 2017, and Summer 2017 semesters.

Justification and Benefit – The Texas Success Initiative (TSI) was used for all South Texas College students to obtain results in the areas of reading, writing, and math so that they are able to complete advisement and registration.

Funds for this expenditure were budgeted in the TSI Examination budget for FY 2016 - 2017.

C. Non – Instructional Items

3) Fire Suppression Systems Service (Renewal)

Renew the fire suppression systems service contracts for the period beginning November 21, 2016 through November 20, 2017, at an estimated amount of \$76,915.00. The vendors were as follows:

#	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	1st FP Services, LLC. (McAllen, TX)	\$15,000.00

7	Fire Sprinklers – Upright Sprinkler (Item and Installation Cost)	1st FP Services, LLC. (McAllen, TX)	\$10,000.00
8	Fire Extinguishers – Inspection Rates	EI Fire & Safety, Inc. (Hidalgo, TX)	\$2,500.00
9	Fire Extinguishers – Hydro Test Rates	EI Fire & Safety, Inc. (Hidalgo, TX)	\$2,500.00
10	Fire Extinguishers – Recharge Rates	EI Fire & Safety, Inc. (Hidalgo, TX)	\$2,000.00

Purpose – Facilities Maintenance and Operations requested renewal of the contracts for fire suppression systems services for buildings district wide.

Justification and Benefits – The fire suppression systems and inspections contracts would require periodic inspection of fire suppression systems at all South Texas College campuses. This would include inspection of the fire alarm system, fire sprinkler system inspection and repair, kitchen hood inspections, and inspection of portable fire extinguishers.

Background – The Board awarded the contracts for fire suppression systems at the November 20, 2014 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period began November 21, 2016 through November 20, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	11/20/14	11/21/14 - 11/20/15	2 – one year options
1 st Renewal	8/25/15		11/21/15 - 11/20/16
2 nd Renewal	11/22/16		11/21/16 - 11/20/17

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

Funds for this expenditure were budgeted in the Facilities Maintenance budget for FY 2016 - 2017.

4) Geotechnical and Material Testing- Engineering Services – Non Bond (Renewal)

Renew the geotechnical and material testing- engineering services – non-bond contracts for the period beginning February 24, 2017 through February 23, 2018 with the following vendors:

- **Millennium Engineers Group, Inc.** (Edinburg, TX)
- **Raba-Kistner Consultants, Inc.** (McAllen, TX)
- **Terracon Consultants, Inc.** (Pharr, TX)

Purpose – Facilities Planning and Construction is requesting the renewal of the geotechnical and material testing- engineering services contracts for district wide non-bond projects.

Justification and Benefit – The services will include some of the following tests: soil conditions for proper foundation design, select fill dirt for proper compaction, concrete samples for concrete pours, sub-grades, caliche base and asphalt parking areas, structural steel reinforcing, steel welding, floors for levelness, fireproof materials, environmental conditions including air quality, and identifying asbestos type materials.

Fees for these services could range from \$5,000 to \$45,000 depending on the scope and complexity of each construction project.

Background - The Board awarded the contracts for geotechnical and material testing-engineering services – non bond at the February 24, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins February 24, 2017 and ends February 23, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	2/24/15	2/24/15 - 2/23/16	2 – one year options
1 st Renewal	11/24/15		2/24/16 – 2/23/17
2 nd Renewal	11/22/16		2/24/17 – 2/23/18

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

Funds for this expenditure were budgeted in various Construction budgets for FY 2016 – 2017.

5) Promotional Items for Student Outreach (Renewal)

Renew the promotional items for student outreach contracts for the period beginning November 27, 2016 through November 26, 2017, at an estimated amount of \$70,000.00 with the following vendors:

- **Authentic Promotions.com** (Carmichael, CA)
- **Imprezos Pro Uniforms** (Pharr, TX)
- **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
- **LAMAC, Inc.** (McAllen, TX)
- **Images In Ink, Inc.** (McAllen, TX)
- **Tekna Impact, LLC.** (McAllen, TX)

Purpose – Public Relations and Marketing and Student Outreach are requesting to renew the contracts for the purchase of promotional items for community awareness and various College events for students.

Justification and Benefit – The requesting departments have provided the South Texas College events below:

The Public Relations and Marketing Office provides promotional items for the College's community outreach efforts in the amount of \$40,000.00. Items are ordered as needed throughout the fiscal year for the following reasons:

- Increase awareness of South Texas College at different community events
- Re-branding of new South Texas College Logo
- Promote career/health fairs, festivals, financial aid fairs, and campus community events
- Promote numerous community events that benefit the College and college partners
- Promote special recruitment events such as Ladies Night at the Technology Campus, Lunch and Learn program, and registration round-ups
- Promote Valley Scholars and new student orientation/graduation
- Create awareness through Jerry the Jaguar appearances at parades and other community events, school events, college activities, etc.
- Alumni & Friends activities for students, graduates, and community members to recruit members to the organization
- Promote student recruitment for the certificate, associate degree, and bachelor of applied technology programs
- Recognition for speakers and special visitors to the College
- Promote "Junior Jaguar" program to elementary age children to instill a College-going culture
- Promote the "Graduate on Time" program to encourage students to complete graduation
- Promote Groundbreaking events throughout the College
- Promote Science, Technology, Engineering, and Mathematics (STEM) programs to community

The Student Outreach Department purchases promotional items in the amount of \$30,000.00 for the following:

- Create a college-going culture through College Bound activities for elementary school students participating in the College Bound Adopted Elementary Initiative. The college has adopted the following nine (9) elementary schools: Marcell Elementary, Mission CISD; Roosevelt Elementary, McAllen ISD; Cesar Chavez Elementary, PSJA ISD; North Grammar Elementary, Rio Grande City ISD; E.B. Reyna Elementary, La Joya ISD; Lincoln Elementary, Edinburg CISD; Progreso West Elementary, Progreso ISD; Taylor Elementary; Mercedes ISD and Weslaco ISD.
- Promote a college-going culture for high school students participating in college bound programming and campus visits. Hidalgo and Starr Counties are home to over 77 high school sites with over 55,000 students in grades 9-12. In 2016, the College Connections' staff conducted over 120 high school visits, hosted college bound events and welcomed over 4,000 prospective students to one of our 5 campuses.
- Promote the College through recruitment events for new and prospective students at high schools, college fairs, community events, etc.

- Promote the College through campus tours and college events for prospective students and their families
- Create awareness for parents and families at parent nights and parent meetings at schools
- Recognition of community partners and high school counselors and administrators

Background - The Board awarded the contract for promotional items for student outreach at the November 24, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins November 27, 2016 and ends November 26, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	11/24/15	11/27/15 - 11/26/16	2 – one year options
1 st Renewal	11/22/16		11/27/16 – 11/26/17

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

Funds for this expenditure were budgeted in the Public Relations and Marketing and Student Outreach budgets for FY 2016 – 2017.

6) Vehicle Fuel Program (Renewal)

Renew the State Fleet Card Program for vehicle fuel with **U. S. Bank Voyager Fleet Systems** (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, 2017 through December 31, 2017, at an estimated cost of \$80,000.00 based on prior year history.

Purpose – The fuel card program is used for College owned vehicles used by Mail Services, Central Receiving, Maintenance and Operations, Nursing and Allied Health-Emergency Medical Technician Program, and the South Texas College Police Department for the day to day operations of the College.

Justification and Benefit – Use of the fuel cards is controlled by the Business Office and Purchasing Department 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 were as follows:

- Each card is set up with transaction limits
- Each employee using the card has a personal identification 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
- 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 \$0.52 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 received \$1,168.36 for 2016 and \$679.69 for 2015.

Funds for this expenditure were budgeted in the Mail Services, Central Receiving, Maintenance and Operations, Emergency Medical Technician Program, and South Texas College Police Department.

D. Technology Items

7) Consulting Services (Purchase)

Purchase consulting services from the **Ellucian Company, L.P.** (Fairfax, VA) through Texas A&M University – Corpus Christi acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning November 23, 2016 through August 31, 2019, in the amount of \$410,093.00.

Purpose - Information Technology requested to purchase consulting services from for various Banner modules in preparation for the upgrade to the latest Banner XE version. Services will include consulting and training of staff throughout the college over a three year period beginning with FY2017 and ending in FY2019.

Justification and Benefit - Services provided would include Banner environment and business process assessments performed by expert consultants. The assessment results would provide recommendations to improve current processes and how to make Banner more effective and efficient for the College. Services would also include training for South Texas College staff that use Banner as part of their daily job duties.

Background - The consulting services were selected as a result of an action plan developed through surveys, face-to-face interviews, and a review of the recommendations generated through this process. The items would be prioritized to provide improved functionality and services to faculty, staff, and students at the College.

Funds for this purchase were budgeted in the Technology Resources Project Management Risk and Security Budgets for FY 2016 – 2017 and FY 2017 – 2018 and FY 2018 – 2019 pending board approval of the budgets.

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 **Apple, Inc.** (Dallas, TX), in the total amount of \$ 63,531.43.

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

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

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

- Systems being requested meet the South Texas College standard configuration
- The new systems will replace an older model (5+ years and out of warranty)
- Software requirements exceed the system capacity

The purchases can be summarized as follows:

- Faculty Computer
 - ⇒ 1 Computer for Computer Science Program
- Staff Computers
 - ⇒ 1 Computer for Institutional Effectiveness and Assessment
 - ⇒ 1 Computer for Music Program
- Student Lab Computers
 - ⇒ 17 Computers for Art Program
- Class-instruction Computers
 - ⇒ 15 Computers for Computer and Advanced Technologies
- Faculty Class-instruction Laptops
 - ⇒ 1 Laptop of Child Development Program
 - ⇒ 3 Laptops for Architectural & Engineering Design Technology
 - ⇒ 3 Laptops for Computer Science Program
- Surveillance System Laptop
 - ⇒ 1 Laptops for Security & Emergency Preparedness
- Tablets
 - ⇒ 2 Tablets for Educational Technologies
 - ⇒ 1 Tablet for External Affairs Operating
 - ⇒ 2 Tablets for Professional & Organizational Development

Funds for these expenditures were budgeted in the requesting department budgets for FY 2016 - 2017 as follows: Institutional Effectiveness and Assessment, Music, Art, Computer and Advanced Technologies, Child Development, Architectural & Engineering Design Technology, Computer Science, Security & Emergency Preparedness, Educational Technologies, External Affairs Operating, and Professional & Organizational Development.

9) Training Services (Renewal)

Renew the training services contract with **Global Knowledge Training, LLC.** (Cary, NC) for the period beginning January 1, 2017 through December 31, 2017, at an estimated amount of \$30,000.00 per semester with an annual amount of \$60,000.00.

Purpose: Information Services, Planning, Performance, and Strategic Initiatives is requesting to renew the contract for staff training services.

Justification and Benefit: The training courses enhance staff’s knowledge, skills, abilities and certification in specific areas related to Information Technology. The training will increase the division’s overall performance in key functional areas and positively impact staff’s motivation and individual growth. Also, the additional skills staff gain from the training will positively impact the quality of support provided to all College constituents.

Information Technology completed an internal review of positions and identified the benefit to have specific certifications for certain positions. In response to this finding, a plan was developed to get identified staff training leading to specified certifications.

The available training courses are listed below:

- How to Establish and Manage a Project Management Office
- Learning the Fundamentals of Project Management
- IT Project Management
- How to Perform Business Process Analysis
- A+ Certification
- Network+ Certification
- Security+ Certification
- Information Technology Infrastructure Library (ITIL) Foundation
- Information Technology Infrastructure Library Intermediate (ITIL) Foundation
- Certified Entry Networking Technician (CCENT)

Background - The Board awarded the contract for training services at the December 15, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins January 1, 2017 and ends December 31, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	12/15/15	1/1/16 - 12/31/16	2 – one year options
1 st Renewal	11/22/16		1/1/17 – 12/31/17

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

Funds for this expenditure were budgeted in the Office of Strategic Initiatives budget for FY 2016 – 2017.

E. Facility Usage Agreement

10) Graduation Facility (Lease Agreement)

Lease the graduation facility from the **City of Hidalgo – Texas Municipal Facilities Corporation** (State Farm Arena) (Hidalgo, TX), an interlocal license agreement from May 13, 2017 at 8:00 a.m. through May 15, 2017 at midnight, at an estimated amount of \$28,000.00.

Purpose – The Division of Student Services is requesting an interlocal license agreement for the graduation ceremonies which will be held on Friday, May 13, 2017 and Saturday, May 14, 2017.

Justification and Benefit – The facility will be used for all South Texas College graduation ceremonies May 2017. The cost includes the use of the facility, audio visual equipment, and event personnel.

Funds for this expenditure were budgeted in the Graduation Account budget by FY 2016 – 2017.

Recommendation:

The Finance, Audit, and Human Resources Committee recommended Board approval of the purchases, renewals, lease agreement, and rejection of a proposal as listed below, except that item 8, for the purchase of Computers, Laptops, and Tablets, has been increased by \$6,885 to include an additional 15 computer systems for use in the Computer Systems classes. These computers will give students hands-on experience in trouble shooting system issues, including disassembly, assembly, configuration, and diagnosing issues on MAC systems.

- | | |
|-------------------------------------|------------------------------------|
| A. Award – Reject a Proposal | D. Technology Items |
| B. Instructional Item | E. Facility Usage Agreement |
| C. Non- Instructional Items | |

A. Award

- 1) Online Registration System for Continuing Education (Reject):** reject the proposals for the online registration system for Continuing Education due to proposal not meeting specifications. None of the proposed systems had real time operation, they did not fully integrate with the payment requirements desired by the Business Office, and they did not integrate with records from the Admissions Office.

B. Instructional Item

- 2) Testing Materials (Purchase):** purchase testing materials for the Texas Success Initiative (TSI), which uses the Accuplacer Platform from **The College Board** (New York, NY), a sole source vendor, at a total cost of \$59,500.00;

C. Non – Instructional Items

- 3) Fire Suppression Systems Service (Renewal):** renew the fire suppression systems service contracts for the period beginning November 21, 2016 through November 20, 2017, at an estimated amount of \$76,915.00. The vendors are as follows:

#	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	1st FP Services, LLC. (McAllen, TX)	\$15,000.00
7	Fire Sprinklers – Upright Sprinkler (Item and Installation Cost)	1st FP Services, LLC. (McAllen, TX)	\$10,000.00
8	Fire Extinguishers – Inspection Rates	EI Fire & Safety, Inc. (Hidalgo, TX)	\$2,500.00
9	Fire Extinguishers – Hydro Test Rates	EI Fire & Safety, Inc. (Hidalgo, TX)	\$2,500.00
10	Fire Extinguishers – Recharge Rates	EI Fire & Safety, Inc. (Hidalgo, TX)	\$2,000.00

- 4) Geotechnical and Material Testing- Engineering Services – Non-Bond (Renewal):** renew the geotechnical and material testing- engineering services – non-bond contracts for the period beginning February 24, 2017 through February 23, 2018 with the following vendors:

- a. **Millennium Engineers Group, Inc.** (Edinburg, TX)
- b. **Raba-Kistner Consultants, Inc.** (McAllen, TX)
- c. **Terracon Consultants, Inc.** (Pharr, TX)

- 5) Promotional Items for Student Outreach (Renewal):** renew the promotional items for student outreach contracts for the period beginning November 27, 2016 through November 26, 2017, at an estimated amount of \$70,000.00 with the following vendors:

- a. **Authentic Promotions.com** (Carmichael, CA)
 - b. **Imprezos Pro Uniforms** (Pharr, TX)
 - c. **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
 - d. **LAMAC, Inc.** (McAllen, TX)
 - e. **Images In Ink, Inc.** (McAllen, TX)
 - f. **Tekna Impact, LLC.** (McAllen, TX)
- 6) **Vehicle Fuel Program (Renewal):** renew the State Fleet Card Program for vehicle fuel with **U. S. Bank Voyager Fleet Systems** (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, 2017 through December 31, 2017 at an estimated cost of \$80,000.00 based on prior year history;

D. Technology

- 7) **Consulting Services (Purchase):** purchase consulting services from the **Ellucian Company, L.P.** (Fairfax, VA) through Texas A&M University – Corpus Christi acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning November 23, 2016 through August 31, 2019, in the amount of \$410,093.00;
- 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 **Apple, Inc.** (Dallas, TX), in the total amount of \$63,531.43;
- 9) **Training Services (Renewal):** renew the training services contract with **Global Knowledge Training, LLC.** (Cary, NC), for the period beginning January 1, 2017 through December 31, 2017, at an estimated amount of \$30,000.00 per semester with an annual amount of \$60,000.00;

E. Facility Usage Agreement

- 10) **Graduation Facility (Lease Agreement):** lease the graduation facility from the **City of Hidalgo – Texas Municipal Facilities Corporation** (State Farm Arena) (Hidalgo, TX), an interlocal license agreement from May 13, 2017 at 8:00 a.m. through May 15, 2017 at midnight, at an estimated amount of \$28,000.00.

Recommend Action - The total for all purchases, renewals, lease agreement, and rejection of a proposal was \$848,039.43.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Board of Trustees approved and authorized the purchases, renewals, lease agreement, and rejection of a proposal as presented. The motion carried.

Review and Action as Necessary on Annual Investment Report for FY 2015 – 2016

Approval of Annual Investment Report for FY 2015 - 2016 was requested.

Purpose – The State Auditor’s Office (SAO) requires that higher education institutions report to the SAO certain investment information prescribed by General Appropriations

Act (82nd Legislature), Article III, Rider 5-Investment Reports. The governing board of each of the educational institutions is required to file with the SAO, Comptroller of Public Accounts, Legislative Budget Board, and the Governor an annual report of all investment transactions involving endowment funds, short-term and long-term investment funds, and all other securities transactions. The College's Policy #5120: Investment Policy and Investment Strategy Statement, requires the independent auditor to review the Investment report at least annually and the result of the review is to be reported to the Board of Trustees.

Justification – The Administration brings the Annual Investment Report to the Board of Trustees annually, as required.

Reviewers – The College's, Investments were reviewed by Long Chilton, LLP (external auditors).

Enclosed Documents – The Annual Investment Report prepared for the State Auditor's Office were provided in the packet for the Board's information and review.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, were present to address any questions by the Board.

The Finance, Audit, and Human Resources Committee recommended Board approval of the Annual Investment Report for FY 2015 – 2016, as presented.

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 Annual Investment Report for FY 2015 – 2016, as presented. The motion carried.

Review and Action as Necessary on New Department of Labor Overtime Regulations and Proposed Implementation

Approval on New Department of Labor (DOL) Overtime Regulations and Proposed Implementation at South Texas College effective December 1, 2016 was scheduled for Board action.

Purpose – The United States Department of Labor published the final rule, effective December 1, 2016, on the changes to the Fair Labor Standards Act (FLSA) overtime rules. The new regulation sets a new salary minimum of \$47,476 for positions meeting the duties test to be eligible for exempt status. To be considered "exempt", the employee must satisfy three tests (salary-level test; salary-basis test; and duties test) that focus on how employee is paid and the type of job duties the employee performs. The employee is not entitled to overtime pay with exempt status. On the contrary, non-exempt employees are entitled to overtime pay.

Justification – South Texas College had approximately fifty four (54) filled positions and thirty six (36) vacant positions that will be impacted with the new regulation.

Background - In 2014, President Barack Obama signed a Presidential Memorandum directing the DOL to update the regulations defining which white collar workers are protected by the FLSA's minimum wage and overtime standards. The memorandum instructed the Department to look for ways to modernize and simplify the regulations while ensuring that the FLSA's intended overtime protections are fully implemented.

On May 18, 2016, the Department announced that it would publish a Final Rule to update the regulations effective December 1, 2016.

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

- Change the salary threshold indicating exempt status eligibility from \$23,660 to \$47,476 minimum salary per year.
- Automatically update the minimum salary threshold every three years, based on wage growth over time.

The purpose of the change in salary threshold was to:

- Ensure workers are paid a fair day's pay
- Simplify the identification of overtime – protected employees
- Ensure that the FLSA's intended overtime protections are fully implemented

The Office of Human Resources staff met with Deans, Directors, and Financial Managers to determine how the new regulation would impact each employee.

The College's options to comply with the Department of Labor regulations are as follows:

- Option 1 -- Reclassify Employees as Non-Exempt status (which would be subject to overtime pay of the not less than one-and-a-half times their hourly rate for any hours worked beyond 40 each week).
 - The impact to the College would be as follows:
 - Total estimated annual and monthly cost of reclassifying positions to non-exempt status would be \$539,197 and \$44,933, respectively.
 - Current exempt employees would lose the eligibility to teach as adjuncts. Academic programs would need to immediately secure a substitute for affected courses.
 - Current exempt employees would require timeclock setup and training since they would now be required to record time in/time out. This would include all time spent on employment related duties, as required, outside the normal working hours.

- Option 2 – Raise the salary minimum of exempt positions for those under the new minimum salary of \$47,476.
 - The impact to the College would be as follows:
 - Total estimated annual and monthly cost of increasing the salary threshold would be \$289,359 and \$24,113, respectively.
 - The existing pay grades would result in compression requiring the deletion of four pay grades.
 - The existing method for internal equity placement would be disrupted requiring future review of all exempt positions.

Recommendation to the Finance, Audit, and Human Resources Committee

On November 8, 2016, the College proposed the following recommendations regarding the DOL regulations to the Finance, Audit, and Human Resources Committee.

The positions reviewed and the College’s initial proposed recommendations to the Finance, Audit, and Human Resources Committee to comply with the Department of Labor regulations were as follows:

Position Title	Retain Exempt	# Filled Positions	# of Vacant Positions	Total
ADA Instructional Technologies Spec	yes	1		1
Business System Analyst	yes		1	1
Buyer	no	4		4
Campus Facility Manager	yes		2	2
CLE Manager	yes	3	2	5
Compliance Coordinator	yes		1	1
Continuing Ed Trainer	yes	1		1
Contracts Manager	yes		1	1
Coord Early College High Sch	yes	4		4
Coord for Continuing Ed	yes	1		1
Coord for CTE Early College HS	yes	1		1
Coord Instruc Tech Projects	yes	1		1
Coord of Acad and HS Projects	yes	1		1
Coord of Career Services	yes		1	1
Coord of Dual2Degree High Sch	yes	2		2
Coord of Employer Services	yes	1		1
Coord of Open Labs	yes	1		1
Coord of Scholarships	yes	1		1
Coord of Supplemental Instr	yes	1		1
Coord of Vet Enrollment Svcs	yes	1		1
Coord State & 3rd Party Pgms	yes	1		1
Coord Stu Activ for Events	yes		2	2
Counselor	yes	4	2	6

Position Title	Retain Exempt	# Filled Positions	# of Vacant Positions	Total
Distance Learning Instr Facil	yes		1	1
Educational Technologies Specialist	yes	3		3
Food Services Manager/Cook	no	1		1
Grant Development Officer	yes		1	1
Information Security Analyst	yes		2	2
Institutional Eff Analyst	yes	2		2
Institutional Research Analyst	yes		1	1
Instl Research Analyst	yes	4	1	5
Instr Coach - Prof & Org Dev	yes		1	1
Instr Tech Managed Svcs Spec	yes	1		1
Interpreter	yes	1		1
Librarian II - Programming	yes	1	1	2
Librarian II-Campus Librarian	yes	4		4
Librarian III	yes		1	1
Librarian I-Public Services	yes	2	1	3
Licensed Counselor	yes	5		5
Maintenance Manager	yes		1	1
Nursing Lab Clinical Coord	yes	1		1
Operations Energy Manager	yes		1	1
Program Dev and Coordinator	yes		2	2
Project Manager - Acad Affairs	yes		1	1
Project Manager - FAS	yes		1	1
Project Manager - Instr Tech	yes		1	1
Project Manager - IS&P	yes		1	1
Project Manager - NAH	yes		1	1
Project Manager - TR	yes		1	1
Simulation Coordinator	yes		1	1
Specifications Writer	yes		1	1
Student Svcs Training Manager	yes		1	1
Technical Buyer	yes		1	1
Wkforce Contract Mgr	Yes		1	1
Grand Total		54	37	91

Of the total 54 positions reviewed, 2 positions were recommended to convert to non-exempt and 52 positions were recommended to be retained at exempt.

Pay Grades for "EXEMPT" positions would be revised to reflect the proposed new pay grades with proposed minimum at \$47,476 or greater. Pay Grades A through D will be deleted and revised to new grades A through C.

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

Funding Source – The approximate salary cost increase for the fifty-four (54) currently filled positions and the approximate salary cost increase for the thirty-seven (37) currently vacant positions totaled \$172,093.06 and \$117,266.33, respectively, or a grand total of approximately \$289,359.39. This amount would be funded by salary savings in each department’s budget.

Reviewers – Responses were reviewed by the President, Vice Presidents, Director of Human Resources, Staffing and Compensation Manager, Financial Managers, and immediate supervisors.

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed implementation to comply with new Department of Labor Overtime Regulations at South Texas College effective December 1, 2016, for an approximate total cost of \$289,359.39 as presented.

Although the new rule was scheduled to be effective December 1, 2016, and the College had provided a proposed recommendation to the Finance, Audit, and Human Resources Committee, the rule may be subject to change due to a new Administration in the United States government. The extent of any possible change or impact of such change was unknown at this time.

At the November 22, 2016 Regular Board Meeting, legal counsel advised the Board that there were legal challenges to the proposed new Department of Labor Overtime Regulations and that earlier that same day a federal judge had enjoined the regulation. Legal Counsel advised that the Board was under no legal obligation to comply with the rule while that injunction was in place, and action was not needed at this time.

The Board took no action.

Review and Action as Necessary on Revision of Career Program and Academic Department Chair Stipend Amount

Approval of revision of Career Program and Academic Department Chair stipend amount for the nine month appointment period (September to May) was requested.

Purpose - The proposed revision of the Career Program and Academic Department Chair stipend amount was presented for the Board's review and consideration. The chair stipend amount and compensation for 9 month appointment period (September to May) had not been adjusted since 1999. The chair compensation for summer months (June – August) did not include a monthly stipend and was structured based on number of sections offered and it was reviewed and revised in 2010, therefore no change to summer session compensation was recommended.

Justification - The Chair monthly stipend amount had not increased since 1999. Chairs received a \$200 stipend per month for 9 months (September to May). Chair responsibilities, however, had increased significantly since 1999 as departments and programs had grown in enrollment as well as the number of faculty supervised. In 1999, the College had an enrollment of over 10,000 students and over 500 full-time and part-time faculty. By contrast, during the 2015 - 2016 academic year, the College had over 33,000 students and over 1,000 full-time and part-time faculty.

Background - Chair Duties and Responsibilities - The Chairs served as immediate supervisors for all departmental faculty and provide district-wide leadership for planning, development, evaluation, and improvement of instruction within the program/department to ensure student success, retention, and transfer/ placement/ graduation.

Department/ Program Chair Duties and Responsibilities were published in the FY 2016 – 2017 Faculty Handbook on pages 67 and 68. A copy of the Faculty Handbook pages 67 and 68 were included in the packet for the Board's review and information.

The definitions of Career Program and Academic Department chair, Course Release, and Chair Stipend are as follows:

- Career Program and Academic Department Chair: Full-time faculty member who is appointed by the Vice President for Academic Affairs, upon the recommendation of the appropriate Division Dean.
- Course Release: Faculty who have been appointed as a chair qualify for course release (reduction of required teaching load) to fulfill their chair responsibilities. The percentage of the course release is based on the number of sections offered by Career Programs and the Academic Departments. South Texas College Chairs receive a release from teaching of between 2 to 4 courses based on the size of the program/department.
- Chair Stipend: Chairs receive monthly stipends as compensation for performing their program and departmental responsibilities before the beginning of semester and for submitting required documentation after the semester is officially over and to be available to respond to students, faculty, and administrators' questions and concerns in between semesters. South Texas College Chairs receive a \$200 monthly stipend for 9 months (September to May).

The following information, labeled as A through D below, was provided to demonstrate the current and proposed pay rates.

- A. Compensation for Career Program and Academic Department Chairs
- B. Comparison of Chair Compensation
- C. Proposal: Chair Stipend Increase
- D. Funding Implications

A. Compensation for Career Program and Academic Department Chairs:

Full-time faculty are expected to work the equivalent of a 40 hour week which include:

- 15 hours of classroom instruction (equal to 5 courses of 3 LHE each)
- 15 hours of course preparation
- 5 office hours
- 5 college/department service hours

The chart below from South Texas College Pay Plan for the Fiscal Year 2016-2017 reflects the compensation for Career (Workforce) Program Chairs and Academic Department Chairs. The chart includes course release, required administrative hours for the release time, and the \$200 monthly stipend. The number of sections is indicative of the size of the program as a low number of sections indicate small programs, student enrollment, and number of faculty in the program/department, and a larger number of sections indicate larger programs with larger number of student enrollment and larger number of faculty in the program/department.

**Program/Department Chair Compensation and Course Release
 2016-2017 Fall and Spring Semesters**

Workforce Program Chair		
Number of Sections	Course Release Percentage	Administrative Hours per week
1-20	40%	16
21-40	60%	24
41-79	80% Plus One Assistant Chair	32
80 - 120	80% Plus Two Assistant Chairs	32
121 - 159	80% Plus Three Assistant Chairs	32
Program with more than 160+ sections will qualify for additional Assistant Chair for each additional 40 sections.		

Academic Department Chair		
Number of Sections	Course Release Percentage	Administrative Hours per week
1-40	40%	16
41-79	60%	24
80 -120	80%	32
121-159	80% Plus One Assistant Chair	32
160 - 200	80% Plus Two Assistant Chairs	32
201 - 240	80% Plus Three Assistant Chairs	32
Program with more than 240+ sections will qualify for additional Assistant Chair for each additional 40 sections.		
Program/Department Chairs receive a \$200 per month stipend during the fall and spring semesters.		

B. Comparison of Chair Compensation:

To provide a comparison of chair compensation among very large community colleges in Texas was a challenge, as job descriptions and responsibilities vary greatly among community colleges. However, the chart below was presented to provide a general comparison among the chairs who supervise large programs and departments.

Comparison of Chair Compensation Very Large Community Colleges in Texas Human Resources Departments of the Respective College Academic Year 2015-2016			
Community College	Faculty Contract Months	Monthly Chair Stipend	Course Release Per Semester (Fall and Spring)
Austin	10.5	\$477.27	2 Course
Collin County	9 15 days between the end of Spring semester and the date faculty return	\$1,500	2 Course
El Paso	9 or 12	\$1,000	1 course
Houston	12	\$500	4 course
San Jacinto	12 Required to teach one course in Summer	\$912	5 course
South Texas	9	\$200	4 course
Tarrant	10 ½	\$500	2 course

C. Proposal: Chair Stipend Increase:

Currently, South Texas College had total of 50 Chairs (16 Career Chairs and 34 Academic Chairs). At the request of Interim Vice President for Academic Affairs, the Academic Affairs leadership team reviewed the recommendation from the Council of Chairs and arrived at a recommendation that would allow the institution to retain and recruit faculty for chair assignments.

To keep South Texas College competitive in retaining and recruiting faculty to serve as program and department chairs, it was proposed to increase the Chair monthly stipend amount for the 9 month appointment period (September to May) from the current amount of \$200 to \$400.

D. Funding Implications:

As of Fall 2016, there were 50 faculty members serving as Chairs. The cost of the current Chair stipend, which was \$200 per month for the 9 month period (September to May), totals to \$90,000 (50x\$200x9). The proposed plan increased the monthly stipend by an additional \$200 per month, to a total of \$180,000 (50x\$400x9). This was a \$90,000 increase between the current and the proposed plan. The chart below reflects the additional cost for the proposed increase in the Chair stipend for the 9 month (Fall and Spring) period.

Number of Chairs	Current Plan \$200/month	Proposed Plan \$400/month	Increase
50	\$90,000.00	\$180,000.00	\$90,000.00

Reviewers – Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, and Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, have reviewed the documentation with staff and recommend approval.

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, was present to address any questions by the Board.

The Finance, Audit, and Human Resources Committee recommended Board approval of the revision of Career Program and Academic Department Chair stipend amount for the nine month appointment period (September to May), as presented.

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 revision of Career Program and Academic Department Chair stipend amount for the nine month appointment period (September to May), as presented. The motion carried.

Review and Action as Necessary to Delete Policy #4910: *Employee Complaint Procedure* and Adopt New Policy #4904: *Employee Complaint Procedure*

Approval to delete the existing Policy #4910: *Employee Complaint Procedure* and adopt new Policy #4904: *Employee Complaint Procedure* was requested.

Purpose – Policy #4910: *Employee Complaint Procedure* had not been revised by the Board since 1999. Administration initially proposed changes to this policy in August 2016. Since that time, administration determined that the scope of changes as well as a proposed new numbering system for related personnel policies made it more practical to recommend Board approval to delete Policy #4910 entirely and adopt the proposed Policy #4904 in its place.

New Policy #4904: *Employee Complaint Procedure* would functionally replace the deleted Policy #4910.

Justification – The request for the revisions to the previous policy was necessary for the following reasons:

- To clarify the procedures for responding to employee complaints within a tiered process of level one and level two to provide better opportunity for resolution; and
- To add a statement regarding prohibiting retaliation against an employee who files a complaint or grievance.

Background – Policy #4910: *Employee Complaint Procedure* was approved by the Board of Trustees on November 9, 1995, and was amended in 1999.

Reviewers - The text of the proposed new policy was reviewed by staff, the President's Cabinet, President's Administrative Staff, Planning and Development Council (PDC) staff, and/or by Legal Counsel.

The Finance, Audit, and Human Resources Committee at their August 9, 2016 meeting, recommended Board approval of the proposed revisions to Policy #4910: *Employee Complaint Procedure* as presented and which supersedes any previously adopted Board policy.

In addition to the recommended renumbering of the policy, the following revisions were made to the policy after it was presented to the Committee.

- Under “Level Two” for items 1 and 2, the revision included the President in the complaint process as follows:
 1. If the complaint is not resolved to the employee’s satisfaction at Level One, the employee may present the complaint to the respective division Vice-President, *except that a complaint concerning the proposed termination of an at-will employee may be presented to the President, if the employee has alleged unlawful retaliation, harassment, or discrimination in the complaint.* The complaint must be submitted to the Vice-President *or the President, as the case may be,* not later than 10 working days from the date of the decision at Level One. The employee shall provide a clear and concise statement detailing the reason(s) why the Level One decision was not acceptable to the employee.
 2. The Vice-President, *or President, as the case may be,* may consult with the Director of Human Resources or Employee Relations Officer and may, not later than 20 working days following receipt of the complaint, issue a written decision, which shall be mailed to the employee. The decision of the Vice-President may grant or deny the remedy being requested by the employee, or offer an alternative resolution. If the employee does not receive the written notice within the prescribed time period, it shall be deemed a denial of the employee’s grievance. The decision of the Vice-President, *or President as the case may be,* is final and not appealable.

Enclosed Documents-

Proposed new Policy #4904: *Employee Complaint Procedure* was included in the packet for the Board’s review, followed by existing Policy #4910, which was proposed for deletion.

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 proposed deletion of Policy #4910: *Employee Complaint Procedure* and adoption of proposed new Policy #4904: *Employee Complaint Procedure* as presented and which supersedes any previously adopted Board policy. The motion carried.

Update on Status of Project and Program Accountability for the 2013 Bond Construction Program

Broaddus & Associates updated the following accountability reports and highlighted all changes to the budget in yellow:

- Program Budget Summary worksheet;
- Construction Budget worksheet;

In addition, the College administration updated the following documents to reflect the 2013 Bond Construction Program budget shortfalls:

- Non-Bond Commitments and Expenditures worksheet
- Tracking Contingency Log

As of November 22, 2016, the total budget shortfall was estimated to be at \$5,755,022 with the use of buyout savings and design and construction contingency. The current estimated budget shortfall of \$5,755,022 included the four alternates for the 2013 Bond Construction Starr County Campus Parking and Site Improvements project. Funding for any shortfall net of savings in use of design and construction contingency would be covered by non-bond funds.

No action was requested.

Review and Action as Necessary on Schematic Design for the 2013 Bond Construction Regional Center for Public Safety Excellence

Approval of schematic design by PBK Architects for the 2013 Bond Construction Regional Center for Public Safety Excellence project was requested.

Purpose

Schematic design is the first phase of basic design services provided by the project design team. In this phase, the design team prepares schematic drawings based on the Owner's project program and design meetings with staff. The approval of this phase was necessary to establish the basis on which the project design team was given authorization to proceed with design development and construction document phases.

Justification

Once schematic design was approved, PBK Architects would proceed to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using the College's design standards as well as all applicable codes and ordinances. The phases of a construction project are as follows: 1.) Schematic Design, 2.) Design Development, 3.) Construction Documents, 4.) Guaranteed Maximum Price, 5.) Construction, and 6.) Closeout

The Construction Manager-at-Risk, Noble Texas Builders, provided preconstruction services during the design processes leading to the construction phase. They provided a detailed estimate based on the current PBK Architects schematic design. A Guaranteed Maximum Price (GMP) would then be developed and would be presented to the Facilities Committee for review at a future date.

Background

As previously authorized by the Board of Trustees, PBK Architects began working with Broadus & Associates, Facilities Planning & Construction, and College staff to develop floor plans and elevations. The proposed Regional Center for Public Safety Excellence project was part of the 2013 Bond Construction Program and includes the following scope:

- **Architect**
 - PBK Architects

- **Construction Manager-at-Risk**
 - Noble Texas Builders

- **Construction Cost Limitation (CCL)**
 - \$3,968,000

- **Program Scope**
 - Revised SQ FT – 19,450
 - Original Program SF 21,800
 - Office /Administration Space
 - Lecture Hall
 - Classrooms
 - Computer Lab
 - Simulator Lab
 - Workout Room
 - Shower/Locker Rooms

Funding Source

2013 Bond Construction Program	\$2,800,000
PSJA ISD	825,000
Non-Bond Unexpended Budget	<u>343,000</u>
Total Construction Cost Limitation (CCL)	\$3,968,000

The current Construction Cost Limitation (CCL) was \$3,968,000. The Guaranteed Maximum Price (GMP) would be submitted by the Construction Manager-at-Risk for Board approval at a later date. Bond funds were budgeted in the Bond Construction budget for fiscal year 2016-2017. Additional funds from PSJA ISD and from the College's Non-Bond Unexpended Budget were budgeted in fiscal year 2016-2017.

The Board of Trustees had previously approved the Master Plan for the 2013 Regional Center for Public Safety Excellence site prepared by PBK Architects and consultant G2 Solutions. The current scope of this project would only include Phase I of the Master Plan which was described in the presentation drawings.

Construction Manager-at-Risk, Noble Texas Builders, provided an estimate in the amount of \$4,355,971 based on current schematic design. The value engineering options below were their efforts in reducing cost to stay within budget.

Construction Cost Limitation (CCL)	\$3,968,000
Schematic Design Estimate	\$4,355,971
<u>Potential Value Engineering Option:</u>	<u>(16,160)</u>
• Stucco in lieu of Berridge panels	
Revised Schematic estimate if VE is accepted	<u>4,339,811</u>
Budget Deficit	<u>(\$371,811)</u>

Reviewers

The proposed schematic design was reviewed by Broaddus & Associates and staff from Facilities Planning & Construction, Operations and Maintenance, Public Safety, and Fire Science departments, Coordinated Operations Council, and Administration.

Enclosed Documents

PBK Architects developed a schematic presentation describing the proposed design. Enclosed are drawings of schematic design and a detailed schematic design estimate prepared by Noble Texas Builders.

Presenters

Representatives from PBK Architects and Broaddus & Associates were present at the meeting to present the schematic design.

Committee Recommendation

At a special Facilities Committee meeting on November 22, 2016, the Facilities Committee recommended Board approval of the proposed schematic design by PBK Architects for the 2013 Bond Construction Regional Center for Public Safety Excellence project 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 schematic design by PBK Architects for the 2013 Bond Construction Regional Center for Public Safety Excellence project as presented. The motion carried.

Review and Action as Necessary on Schematic Design for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements

Approval of schematic design by Dannebaum Engineering Company-McAllen, LLC. for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements project was requested.

Purpose

Schematic design is the first phase of basic design services provided by the project design team. In this phase, the design team prepares schematic drawings based on the Owner's project program and design meetings with staff. The approval of this phase was necessary to establish the basis on which the project design team was given authorization to proceed with design development and construction document phases.

Justification

Once schematic design was approved, Dannebaum Engineering Company-McAllen, LLC would proceed to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using the College's design standards as well as all applicable codes and ordinances. The phases of a construction project are as follows: 1.) Schematic Design, 2.) Design Development, 3.) Construction Documents, 4.) Guaranteed Maximum Price, 5.) Construction, and 6.) Closeout

The Construction Manager-at-Risk, Noble Texas Builders, provided preconstruction services during the design processes leading to the construction phase. They provided a detailed estimate based on the current Dannebaum Engineering Company-McAllen, LLC schematic design. A Guaranteed Maximum Price (GMP) would then be developed and would be presented to the Facilities Committee for review at a future date.

Background

As previously authorized by the Board of Trustees, Dannebaum Engineering Company-McAllen, LLC began working with Broaddus & Associates, Facilities Planning & Construction, and College staff to develop the parking and site plans. The proposed Regional Center for Public Safety Excellence Parking and Site Improvements project was part of the 2013 Bond Construction Program and included the following scope:

- **Engineer**
 - Dannebaum Engineering Company-McAllen, LLC

- **Construction Manager-at-Risk**
 - Noble Texas Builders

- **Construction Cost Limitation (CCL)**
 - \$1,891,036

- **Program Scope**
 - 138 Parking Spaces
 - Drives and Sidewalks
 - Infrastructure Improvements
 - Landscaping and Irrigation
 - Grading and Drainage
 - Skills Training Pad
 - Bus Drop Off

Funding Source

2013 Bond Construction Program	\$251,036
Texas Department of Public Safety (TxDPS)	1,140,000
Non-Bond Unexpended Budget	<u>500,000</u>
Total Construction Cost Limitation (CCL)	\$1,891,036

The current Construction Cost Limitation (CCL) was \$1,891,036. The Guaranteed Maximum Price (GMP) would be submitted by the Construction Manager-at-Risk for Board approval at a later date. Bond funds were budgeted in the Bond Construction budget for fiscal year 2016-2017. Additional funds from Texas Department of Public Safety and from the College's Non Bond Unexpended Budget were budgeted in the fiscal year 2016-2017.

The Board of Trustees had previously approved the Master Plan for the 2013 Regional Center for Public Safety Excellence site prepared by PBK Architects and consultant G2

Solutions. The current scope of this project would only include Phase I of the Master Plan which was described in the presentation drawings.

Construction Manager-at-Risk, Noble Texas Builders, provided an estimate that was currently based off of the schematic design in the amount of \$2,766,202.

Total Construction Cost Limitation (CCL)	\$1,891,036
Proposed Site Plan Estimate	\$2,766,202
<u>Potential Value Engineering Option:</u>	<u>\$ (202,250)</u>
• Caliche in lieu of Asphalt	
Revised Schematic estimate if VE is accepted	<u>2,563,952</u>
Budget Deficit	<u>(\$672,916)</u>

Reviewers

The proposed schematic design was reviewed by Broaddus & Associates and staff from Facilities Planning & Construction, Operations and Maintenance, Public Safety, and Fire Science departments, Coordinated Operations Council, and Administration.

Enclosed Documents

Dannebaum Engineering Company-McAllen, LLC. developed a schematic presentation describing the proposed design. Enclosed are drawings of schematic design and a detailed schematic design estimate prepared by Noble Texas Builders.

Presenters

Representatives from Dannebaum Engineering Company-McAllen, LLC. and Broaddus & Associates were present at the meeting to present the schematic design.

Committee Recommendation

At a special Facilities Committee meeting on November 22, 2016, the Facilities Committee recommend Board approval of the proposed schematic design by Dannebaum Engineering Company-McAllen, LLC., and rejection of the proposed usage of caliche in lieu of asphalt, for the 2013 Bond Construction Regional Center for Public Safety Excellence 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 approve and authorize the proposed schematic design by Dannebaum Engineering Company-McAllen, LLC., and rejection of the proposed usage of caliche in lieu of asphalt, for the 2013 Bond Construction Regional Center for Public Safety Excellence project as presented. The motion carried.

Review and Action as Necessary on Color Boards for the 2013 Bond Construction Projects

- 1) Starr County Campus Health Professions and Science Building**
- 2) Starr County Campus Student Services Expansion**
- 3) Starr County Campus Student Activities Expansion**
- 4) Starr County Campus Library**
- 5) Starr County Campus Thermal Plant**

Approval of the colors and finishes for the 2013 Bond Construction projects was requested.

Background

The architects prepared color boards containing interior paint colors, wall finishes, flooring materials, millwork finishes, and wall tile for review by the Facilities Committee.

The color boards did not include samples of the materials proposed for use on the projects due to miscommunication, and the Facilities Committee asked the architect to return in December 2016 to present the completed color boards.

No action was taken by the Board.

Review and Action as Necessary on Balance on Guaranteed Maximum Price for the 2013 Bond Construction Starr County Campus Parking and Site Improvements

Approval of the Balance of the Guaranteed Maximum Price (GMP) for the 2013 Bond Construction Starr County Campus Parking and Site Improvements was requested.

Purpose

A Guaranteed Maximum Price is the method used by the Construction Manager-at-Risk (CM@R) to present their proposed construction cost to provide the Owner with a complete and functioning project.

Justification

The submitted GMP was necessary for the CM@R to begin with the work to meet their overall construction schedule. Melden and Hunt, Inc. had submitted the 60% set construction documents with enough information regarding the construction work of the project.

Background

On February 23, 2016, the Board of Trustees approved the schematic design by Melden and Hunt for the 2013 Bond Construction Starr County Campus Parking and Site Improvements project and requested for all items listed below to be priced out individually as construction alternates. On June 28, 2016, the Board approved the partial GMP for the Starr County Campus Parking and Site Improvements in the amount of \$119,800. The approval of the partial GMP was necessary at that time so that D. Wilson Construction

could begin with construction of a road necessary for the proposed new Thermal Plant. The road will provide a dual function, first as a service road during the construction and later as the permanent road once the building is completed. Since then, D. Wilson received the necessary construction documents from Melden and Hunt, Inc. to develop the balance of the GMP in the amount of \$2,760,800. The total GMP for this project was \$2,880,600 which included the initial partial GMP.

Construction Cost Limitation (CCL)	\$1,000,000
IT Duct Banks	<u>226,820</u>
Revised CCL	<u>\$1,226,820</u>

Less:	
Previously Approved Partial GMP	\$119,800
Proposed Balance of GMP	<u>2,760,800</u>
Total Proposed GMP	<u>\$2,880,600</u>

Budget Deficit Variance without alternates (\$1,653,780)

Total Proposed GMP \$2,880,600

Proposed Alternates:

Alternate #1 – Addition of south entry drive to FM 3167	\$111,550
Alternate #2 – 73 Additional parking spaces	172,350
Alternate #3 – Construction of south loop drive	332,450
Alternate #4 – Repurpose of existing loop for pedestrian use	<u>186,650</u>
Total Alternates	\$803,000

Revised GMP with all alternates \$3,683,600

Budget Deficit Variance including all alternates (\$2,456,780)

Funding Source

The current Construction Cost Limitation (CCL) for the 2013 Bond Construction Starr County Campus Parking and Site Improvements project was \$1,226,820. Funds were budgeted in the 2013 Bond Construction budget for fiscal year 2016-2017. Additional funds were required from the Non-Bond Construction budget in the amount of \$1,653,780 to cover the budget shortfall without alternates, or \$2,456,789 to cover the budget shortfall including all alternates. This amount would be added to the College's projected non-bond expenditure commitment to fund current budget shortfalls.

Reviewers

The GMP was reviewed by Broaddus & Associates Cost Control Estimator Joseph Gonzalez, and he concurred with the pricing as presented in the Construction Manager-at-Risk's proposal.

Enclosed Documents

A memorandum from Broaddus & Associates, a description of the GMP submitted by D. Wilson Construction Company, and site plans indicating alternates were included in the packet.

Presenters

Representatives from Broaddus & Associates, Melden and Hunt, Inc., and D. Wilson Construction Company were present the proposed Guaranteed Maximum Price.

Committee Recommendation

At a special Facilities Committee meeting on November 22, 2016, the Facilities Committee recommended Board approval of the balance of the Guaranteed Maximum Price (GMP) in the amount of \$2,760,800 and the inclusion of Proposed Alternates #1, #2, and #3 for an additional cost of \$616,350 and no action on Proposed Alternate #4, to be added to the previously approved partial GMP, for a total project GMP of \$3,496,950, with D. Wilson Construction Company for the 2013 Bond Construction Starr County Campus Parking and Site Improvements project as presented.

Recommendation:

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the balance of the Guaranteed Maximum Price (GMP) in the amount of \$2,760,800 and the inclusion of Proposed Alternates #1, #2, and #3 for an additional cost of \$616,350 and no action on Proposed Alternate #4, to be added to the previously approved partial GMP, for a total project GMP of \$3,496,950, with D. Wilson Construction Company for the 2013 Bond Construction Starr County Campus Parking and Site Improvements project as presented.

Review and Action as Necessary on Change Orders for Acceptance of Buyout Savings for the 2013 Bond Construction Technology Campus Southwest Building Renovation

Approval on proposed change orders for acceptance of buyout savings for the 2013 Bond Construction Projects was requested.

Purpose

The current buyout savings for the 2013 Bond Construction Projects above was reviewed and the proposed savings were processed by submitting a change order. Buyout savings were realized when actual construction services were contracted at a lower cost than the Board approved Guaranteed Maximum Price (GMP).

GMPs included Design and Construction contingency funds based upon a percentage of the total construction cost. When buyout savings reduced the total construction costs, the associated contingencies were also reduced from the GMP.

The proposed Change Orders would reduce the overall GMPs due to buyout savings and associated reductions to project level Design and Construction contingencies, and the reduced costs would be transferred to the 2013 Bond Construction Program Contingency fund. Broaddus & Associates was working with E-CON Group, LLC. to determine the associated contingency savings and would present them at a later date.

Background

On September 27, 2016, the Board approved the buyout savings and associated contingencies for the demolition work portion of the Technology Campus Southwest

Building Renovation with E-CON Group, LLC. As part of the buyout process, E-CON Group, LLC brought forward cost information to allow the acceptance of actual buyout savings within the project. They were as follows:

Funding Source

Buyout savings

Construction Project	Design Contingency	Construction Contingency	Buyout Savings	Total Savings
Tech Campus Expansion	\$0	\$0	\$1,115,311	\$1,115,311

Technology Southwest Building Renovation	Board Approved Date	Approved GMP Amount
Original Total GMP Approved	6/28/16	<u>\$10,533,587</u>
Previously Approved Deductive Change Order		(120,730)
Revised GMP	9/27/16	<u>\$10,412,857</u>
Current Proposed Deductive Change Order		(1,115,311)
Current Revised GMP	pending	<u>\$9,297,546</u>

Broaddus & Associates recommended accepting the buyout savings for a total of \$1,115,311 and approval of change orders to re-allocate the savings to the 2013 Bond Construction Program Contingency.

Staff recommended that Broaddus & Associates provide a regular report on buyout savings and documentation as those savings were reallocated to the 2013 Bond Construction Program Contingency fund, to help the College track its overall program budget.

Presenters

Representatives from Broaddus & Associates and E-CON Group, LLC. were present at the meeting to discuss the buyout savings.

The Facilities Committee recommended Board approval of the proposed change order for the acceptance of buyout savings and the reduction of the GMP amount to \$9,297,546 for the 2013 Bond Construction Technology Campus Southwest Building Renovation 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 the proposed change order for the acceptance of buyout savings and the reduction of the GMP amount to \$9,297,546 for the 2013 Bond Construction Technology Campus Southwest Building Renovation project as presented. The motion carried.

Review and Update on Savings of Owner Controlled Insurance Program (OCIP) for the 2013 Bond Construction Program

On November 8, 2016 Broaddus & Associates presented the Facilities Committee with an update and report the projected savings from Owner Controlled Insurance Program (OCIP) for the 2013 Bond Construction Program.

Background

On January 26, 2016, the board approved and awarded insurance agent services to Carlisle Insurance Agency, Inc. for the Owner-Controlled Insurance Program for the 2013 Bond Construction Program.

Enclosed Documents

A memo was included from Carlisle Insurance Agency, Inc. indicating the estimated savings at \$187,347.

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

Review and Action as Necessary on Guaranteed Maximum Price for the 2013 Bond Construction Starr County Campus Student Services Building Expansion

Approval of a Guaranteed Maximum Price (GMP) for the 2013 Bond Construction Starr County Campus Student Services Building Expansion was requested.

Purpose

A Guaranteed Maximum Price is the method used by the Construction Manager-at-Risk (CM@R) to present their proposed construction cost to provide the Owner with a complete and functioning project.

Justification

The submitted GMP was necessary for the CM@R to begin with the work to meet their overall construction schedule. Mata + Garcia Architects, LLP. had completed the 60% set of construction documents for the project necessary for the CM@R to provide a complete GMP for review by the project team and approval by the College's Board of Trustees.

Background

Approval of the GMP would allow for the construction to begin and was in an effort for the CM@R to meet their overall construction schedule. The architect provided the necessary construction documents to D. Wilson Construction Company which provided the GMP in the amount of \$1,320,000.

Original Construction Cost Limitation (CCL)	\$850,000
Less:	
Current Proposed GMP	<u>\$1,320,000</u>
Budget Deficit Variance	<u>(\$470,000)</u>

Funding Source

The Construction Cost Limitation (CCL) for the 2013 Bond Construction Starr County Campus Student Services Building Expansion project was \$850,000. Funds were budgeted in the 2013 Bond Construction budget for fiscal year 2016-2017. Additional funds were required from the Non-Bond Construction budget in the amount of \$470,000 to cover the budget shortfall. This amount would be added to the College's projected non-bond expenditure commitment to fund current budget shortfalls.

Reviewers

The GMP was reviewed by Broaddus & Associates' Cost Control Estimator Joseph Gonzalez, and he concurred with the pricing as presented in the Construction Manager-at-Risk's proposal.

Enclosed Documents

A memorandum from Broaddus & Associates and a description of the GMP submitted by D. Wilson Construction Company were included in the packet.

Presenters

Representatives from Broaddus & Associates, Mata + Garcia Architects, and D. Wilson Construction Company were present at the meeting to present the proposed Guaranteed Maximum Price.

The Facilities Committee recommended Board approval of the Guaranteed Maximum Price (GMP) in the amount of \$1,320,000 with D. Wilson Construction Company for the 2013 Bond Construction Starr County Campus Student Services Building Expansion 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 the Guaranteed Maximum Price (GMP) in the amount of \$1,320,000 with D. Wilson Construction Company for the 2013 Bond Construction Starr County Campus Student Services Building Expansion project as presented. The motion carried.

Review and Action as Necessary on Guaranteed Maximum Price for the 2013 Bond Construction Starr County Campus Student Activities Building Expansion

Approval of a Guaranteed Maximum Price (GMP) for the 2013 Bond Construction Starr County Campus Student Activities Building Expansion was requested.

Purpose

A Guaranteed Maximum Price is the method used by the Construction Manager-at-Risk (CM@R) to present their proposed construction cost to provide the Owner with a complete and functioning project.

Justification

The submitted GMP was necessary for the CM@R to begin with the work to meet their overall construction schedule. Mata + Garcia Architects, LLP. completed the 60% set of construction documents for the project necessary for the CM@R to provide a complete GMP for review by the project team and approval by the College's Board of Trustees.

Background

Approval of the GMP would allow for the construction to begin and was in an effort for the CM@R to meet their overall construction schedule. The architect provided the necessary construction documents to D. Wilson Construction Company which provided the GMP in the amount of \$1,365,000.

Original Construction Cost Limitation (CCL)	\$850,000
Less:	
Current Proposed GMP	\$1,365,000
Budget Deficit Variance	<u>(\$515,000)</u>

Funding Source

The Construction Cost Limitation (CCL) for the 2013 Bond Construction Starr County Campus Student Services Building Expansion project was \$850,000. Funds were budgeted in the 2013 Bond Construction budget for fiscal year 2016-2017. Additional funds were required from the Non-Bond Construction budget in the amount of \$515,000 to cover the budget shortfall. This amount would be added to the College's projected non-bond expenditure commitment to fund current budget shortfalls.

Reviewers

The GMP was reviewed by Broaddus & Associates' Cost Control Estimator Joseph Gonzalez, and he concurred with the pricing as presented in the Construction Manager-at-Risk's proposal.

Enclosed Documents

A memorandum from Broaddus & Associates and a description of the GMP submitted by D. Wilson Construction Company were included in the packet.

Presenters

Representatives from Broaddus & Associates, Mata + Garcia Architects, and D. Wilson Construction Company were present at the meeting to present the proposed Guaranteed Maximum Price.

The Facilities Committee recommended Board approval of the Guaranteed Maximum Price (GMP) in the amount of \$1,365,000 with D. Wilson Construction Company for the 2013 Bond Construction Starr County Campus Student Activities Building Expansion 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 the Guaranteed Maximum Price (GMP) in the amount of \$1,365,000 with D. Wilson Construction Company for the 2013 Bond Construction Starr County Campus Student Activities Building Expansion project as presented. The motion carried.

Review and Action as Necessary on Guaranteed Maximum Price for the Non-Bond Nursing and Allied Health Campus Thermal Plant

Approval of a Guaranteed Maximum Price (GMP) for the Non-Bond Nursing and Allied Health Campus Thermal Plant was requested.

Purpose

A Guaranteed Maximum Price was the method used by the Construction Manager-at-Risk (CM@R) to present their proposed construction cost to provide the Owner with a complete and functioning project.

Justification

The submitted GMP was necessary for the CM@R to begin with the work to meet their overall construction schedule. Halff Associates completed the 60% set of construction documents for the project necessary for the CM@R to provide a complete GMP for review by the project team and approval by the College's Board of Trustees.

Background

At the Facilities Committee meeting held on October 11, 2016, Broaddus & Associates was requested to review the proposed GMP and offer options to reduce the overall construction cost associated with the possible removal of existing air conditioning equipment. After careful review and consideration Broaddus & Associates provided the options listed below for the Facilities Committee review and recommendation:

Recommended

- Delete Valve Box (\$11,165)
- Delete two smaller valve boxes (\$18,270)
- Delete Sweeper Package (\$27,405)
- CMU 12"to 8" (\$16,240)
- Total Potential VE (\$73,080)

Not Recommended

- Leave HVAC on the Roof (\$20,300)
- Mechanical Yard Concrete (\$27,405)
- Lightning protection (\$24,360)
- Total Potential VE (\$72,065)

Approval of the GMP would allow for the construction to begin and is in an effort for the CM@R to meet their overall construction schedule. The engineer provided the necessary construction documents to D. Wilson Construction Company which provided the GMP in the amount of \$3,171,715. (All inclusive with no deduct alternates accepted.)

This was a non-bond project previously approved as a capital improvement project to develop a new thermal plant for the campus. This project would provide the chilled water system and lines for the new 2013 Bond Nursing and Allied Health Campus Expansion building and the existing Nursing and Allied Health Campus buildings. Bond funds would be used for the chilled water lines to the new expansion building and the purchase of chillers. Non-bond funds would be used for the new thermal plant, chilled water lines to the existing buildings, and replacement of HVAC units in the existing buildings.

Non-Bond Construction Cost Limitation (CCL) \$2,630,000

Broaddus & Associates had previously proposed to use \$181,470 from the overall bond program contingency to install chilled water lines to the new Nursing and Allied Health Campus Expansion Building. However, since there was no longer a bond program contingency balance, these costs would be charged to the Non-Bond Fund.

Item Description	Bond Budget	Non - Bond Budget	Total
CCL	\$0	\$2,630,000	\$2,630,000
Lines to new building	-	-	-
Total CCL	\$0	\$2,630,00	\$2,630,000
Proposed GMP	\$230,788	\$2,940,927	\$3,171,715
CCL vs GMP Variance	(\$230,788)	(\$310,927)	(\$541,715)

Funding Source

The current Construction Cost Limitation (CCL) for the Non-Bond Construction Nursing and Allied Health Campus Thermal Plant project was \$3,171,715. If the recommended alternates were accepted, the GMP would be revised to \$3,098,635. Funds were budgeted in the Non-Bond Construction budget for fiscal year 2016-2017. Additional funds were required from the Non-Bond Construction budget in the amount of \$541,715 to cover the budget shortfall. If the recommended alternates were accepted, then the shortfall would be \$468,635. This amount would be added to the College's projected non-bond expenditure commitment to fund current budget shortfalls.

Reviewers

The GMP was reviewed by Broaddus & Associates' Cost Control Estimator Joseph Gonzalez, and he concurred with the pricing as presented in the Construction Manager-at-Risk's proposal.

Enclosed Documents

A memorandum from Broaddus & Associates and a description of the GMP and potential deductive alternates submitted by D. Wilson Construction Company were provided in the packet.

Presenters

Representatives from Broaddus & Associates, Halff Associates, and D. Wilson Construction Company were present at the meeting to present the proposed Guaranteed Maximum Price.

The Facilities Committee discussed the proposed value engineering options as provided by Broaddus & Associates. The Committee confirmed that Broaddus & Associates recommended acceptance of the options as presented above and totaling \$73,080 in reduced costs, and recommended rejection of the remaining options, totaling \$72,065 in reduced costs.

The Facilities Committee recommended Board approval of the Guaranteed Maximum Price (GMP), including the proposed value engineering options as recommended by

Broaddus & Associates in the amount of \$73,080, for a total GMP in the amount of \$3,098,635 with D. Wilson Construction Company and utilization of additional Non-Bond funds in the amount of \$468,635 for the Non-Bond Nursing and Allied Health Campus Thermal Plant as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the Guaranteed Maximum Price (GMP), including the proposed value engineering options as recommended by Broaddus & Associates in the amount of \$73,080, for a total GMP in the amount of \$3,098,635 with D. Wilson Construction Company and utilization of additional Non-Bond funds in the amount of \$468,635 for the Non-Bond Nursing and Allied Health Campus Thermal Plant as presented. The motion carried.

Review and Action as Necessary on Guaranteed Maximum Price for the Non-Bond Nursing and Allied Health Campus Thermal Plant Parking and Site Improvements

Approval of a Guaranteed Maximum Price (GMP) for the Non-Bond Nursing and Allied Health Campus Thermal Plant Parking and Site Improvements was requested.

Purpose

A Guaranteed Maximum Price is the method used by the Construction Manager-at-Risk (CM@R) to present their proposed construction cost to provide the Owner with a complete and functioning project.

Justification

The submitted GMP was necessary for the CM@R to begin with the work to meet their overall construction schedule. R. Gutierrez Engineering Corporation completed the 60% set of construction documents for the project necessary for the CM@R to provide a complete GMP for review by the project team and approval by the College's Board of Trustees.

Background

At the Facilities Committee meeting held on October 11, 2016, Broaddus & Associates was asked to review the proposed GMP and offer options to reduce the overall construction cost. A \$10,812 savings was realized from further review of the IT duct bank routing on the site and has been incorporated in the revised GMP.

Approval of the GMP would allow for the construction to begin and was in an effort for the CM@R to meet their overall construction schedule. The engineer provided the necessary construction documents to D. Wilson Construction Company which provided the GMP in the amount of \$229,010.

This was a non-bond project previously approved as part of a capital improvement project to develop the new thermal plant for the campus. This project would provide parking and site work for the new thermal plant and its immediate surrounding area.

Construction Cost Limitation (CCL)	\$200,000
Less:	
Total Proposed GMP	<u>229,010</u>
Budget Deficit Variance	<u>(\$29,010)</u>

Funding Source

The current Construction Cost Limitation (CCL) for the Non-Bond Nursing and Allied Health Campus Thermal Plant Parking and Site Improvements project was \$200,000. Funds were budgeted in the Non-Bond Construction budget for fiscal year 2016-2017. Additional funds were required from the Non-Bond Construction budget in the amount of \$29,010 to cover the budget shortfall. This amount would be added to the College's projected non-bond expenditure commitment to fund current budget shortfalls.

Reviewers

The GMP was reviewed by Broaddus & Associates' Cost Control Estimator Joseph Gonzalez, and he concurred with the pricing as presented in the Construction Manager-at-Risk's proposal.

Enclosed Documents

A memorandum from Broaddus & Associates and a description of the GMP submitted by D. Wilson Construction Company was included in the packet.

Presenters

Representatives from Broaddus & Associates, R. Gutierrez Engineering Corporation, and D. Wilson Construction Company were present at meeting to present the proposed Guaranteed Maximum Price.

The Facilities Committee recommended Board approval of the Guaranteed Maximum Price (GMP) in the amount of \$229,010 with D. Wilson Construction Company and utilization of additional Non-Bond funds in the amount of \$29,010 for the Non-Bond Nursing and Allied Health Campus Thermal Plant Parking and Site Improvements 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 Guaranteed Maximum Price (GMP) in the amount of \$229,010 with D. Wilson Construction Company and utilization of additional Non-Bond funds in the amount of \$29,010 for the Non-Bond Nursing and Allied Health Campus Thermal Plant Parking and Site Improvements as presented. The motion carried.

Review and Action as Necessary on Guaranteed Maximum Price for the 2013 Bond Construction Mid Valley Campus Library Expansion

Approval of a Guaranteed Maximum Price (GMP) for the 2013 Bond Construction Mid Valley Campus Library Expansion was requested.

Purpose

A Guaranteed Maximum Price is the method used by the Construction Manager-at-Risk (CM@R) to present their proposed construction cost to provide the Owner with a complete and functioning project.

Justification

The submitted GMP was necessary for the CM@R to begin with the work to meet their overall construction schedule. Mata + Garcia Architects, LLP. completed the 60% set of construction documents for the project necessary for the CM@R to provide a complete GMP for review by the project team and approval by the College's Board of Trustees.

Background

Approval of the GMP would allow for the construction to begin and was in an effort for the CM@R to meet their overall construction schedule. The architect provided the necessary construction documents to Skanska USA Building, Inc. which provided the GMP in the amount of \$2,462,776.

Original Construction Cost Limitation (CCL)	\$1,750,000
Less:	
Current Proposed GMP	<u>\$2,462,776</u>
Budget Deficit Variance	<u>(\$712,776)</u>

Funding Source

The Construction Cost Limitation (CCL) for the 2013 Bond Construction Mid Valley Campus Library Expansion project was \$1,750,000. Funds were budgeted in the 2013 Bond Construction budget for fiscal year 2016-2017. Additional funds were required from the Non-Bond Construction budget in the amount of \$712,776 to cover the budget shortfall. This amount would be added to the College's projected non-bond expenditure commitment to fund current budget shortfalls.

Reviewers

The GMP as reviewed by Broaddus & Associates' Cost Control Estimator Joseph Gonzalez, and he concurred with the pricing as presented in the Construction Manager-at-Risk's proposal.

Enclosed Documents

A memorandum from Broaddus & Associates and a description of the GMP submitted by Skanska USA Building, Inc. was included in the packet.

Presenters

Representatives from Broaddus & Associates, Mata + Garcia Architects, and Skanska USA Building, Inc. were present at the meeting to present the proposed Guaranteed Maximum Price.

The Facilities Committee recommended Board approval of the Guaranteed Maximum Price (GMP) in the amount of \$2,462,776 with Skanska USA Building, Inc. for the 2013 Bond Construction Mid Valley Campus Library Expansion project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the Guaranteed Maximum Price (GMP) in the amount of \$2,462,776 with Skanska USA Building, Inc. for the 2013 Bond Construction Mid Valley Campus Library Expansion project as presented. The motion carried.

Review and Action as Necessary on Guaranteed Maximum Price for the Non-Bond Mid Valley Campus Library Renovation

Approval of a Guaranteed Maximum Price (GMP) for the Non-Bond Construction Mid Valley Campus Library Renovation was requested.

Purpose

A Guaranteed Maximum Price is the method used by the Construction Manager-at-Risk (CM@R) to present their proposed construction cost to provide the Owner with a complete and functioning project.

Justification

The submitted GMP was necessary for the CM@R to begin with the work to meet their overall construction schedule. Mata + Garcia Architects, LLP. completed the 60% set of construction documents for the project necessary for the CM@R to provide a complete GMP for review by the project team and approval by the College's Board of Trustees.

Background

On September 22, 2015, the Board was advised the benefits of combining the 2013 Bond Construction project at the Mid Valley Campus Library Expansion with the Non-Bond Mid Valley Campus Library Renovation project to ensure that the entire building was designed to function properly and provide the necessary library services effectively for the students. The concurrent redesign and renovation of the current library space with the designing and construction of the new library expansion was recommended to allow the existing and new portions of the building to function as a cohesive whole.

Approval of the GMP would allow for the construction to begin and was in an effort for the CM@R to meet their overall construction schedule. The architect provided the necessary construction documents to Skanska USA Building, Inc. which provided the GMP in the amount of \$1,123,682.

Non-Bond Construction Cost Limitation (CCL)	\$1,585,710
Less:	
Total Proposed GMP	<u>\$1,123,682</u>
Budget Variance	<u>\$462,028</u>

Funding Source

The current Construction Cost Limitation (CCL) for the Non-Bond Mid Valley Campus Library Renovation project was \$1,585,710. Funds were budgeted in the Non-Bond Construction budget for fiscal year 2016-2017.

Reviewers

The GMP was reviewed by Broaddus & Associates' Cost Control Estimator Joseph Gonzalez, and he concurred with the pricing as presented in the Construction Manager-at-Risk's proposal.

Enclosed Documents

A memorandum from Broaddus & Associates and a description of the GMP submitted by Skanska USA Building, Inc. was included in the packet.

Presenters

Representatives from Broaddus & Associates, Mata + Garcia Architects, LLP., and Skanska USA Building, Inc. were present at the meeting to present the proposed Guaranteed Maximum Price.

The Facilities Committee recommended Board approval of the Guaranteed Maximum Price (GMP) in the amount of \$1,123,682 with Skanska USA Building, Inc. for the Non-Bond Mid Valley Campus Library Renovation project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the Guaranteed Maximum Price (GMP) in the amount of \$1,123,682 with Skanska USA Building, Inc. for the Non-Bond Mid Valley Campus Library Renovation project as presented. The motion carried.

Review and Action as Necessary on Guaranteed Maximum Price for the 2013 Bond Construction Program

- 1. Mid Valley Campus Workforce Training Center Expansion**
- 2. Starr County Campus Workforce Training Center Expansion**

The College recommended the Mid Valley Campus Workforce Training Center Expansion and Starr County Campus Workforce Training Center Expansion projects be postponed.

The per-square-foot costs of \$183 at Starr County Campus and \$252 at Mid Valley Campus were deemed excessive, and efforts to reduce the cost had not been successful. The proposed GMP for the Starr County Campus Workforce Training Center was approximately \$1.5M over the CCL, and the proposed GMP for the Mid Valley Campus

Workforce Training Center was approximately \$1.2M over the CCL. The cost factor and the desire of staff to revisit allocated space and the opportunity to identify new training programs provided the opportunity to pause on existing plans.

The labor markets and workforce training demands had also changed since the workforce center expansions were designed and the Division of Academic Affairs requested the opportunity to revisit space allocated for specific workforce programs. Additionally, the College was contracting with EMSI (an international economic modelling and analysis firm focused on higher education and workforce development) to conduct a study of workforce training opportunities that was expected in the next few years in the Valley. The postponement would also allow the current market to stabilize since recently obtained GMPs were significantly exceeding the projected construction cost limitations (CCL), which was heavily influenced by the volume of concurrent construction projects, including the College's own 2013 Bond Construction Program.

The Facilities Committee asked legal counsel to propose an appropriate motion to allow the temporary suspension of work on these two projects under the current contract.

Legal Counsel advised staff that there were two separate issues; the first related to the architectural services being provided under contract on these projects, and the second related to the submitted GMPs for these projects.

Architectural Services

Legal Counsel recommended that the Board suspend performance of EGV Architect's services in connection with the Mid Valley Workforce Training Addition project and the Starr County Campus Workforce Addition project. The Board would later have the discretion to authorize continuation of performance under this contract once the College was ready to resume.

Guaranteed Maximum Prices (GMPs)

Legal Counsel recommended that the Board take no action regarding the submitted GMPs for the Mid Valley Campus Workforce Training Addition project and the Starr County Campus Workforce Training Addition project, advising that the College had ninety days from receipt of the GMPs to take action as necessary. No formal Board action was required at this time regarding the GMPs.

No action was taken regarding the GMPs.

Upon a motion by Mr. Gary Gurwitz and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the suspension of performance of EGV Architect's services in connection with the Mid Valley Workforce Training Addition project and the Starr County Campus Workforce Addition project as presented. The motion carried.

Review and Action as Necessary on the Texas Historical Commission's Placement of a Memorable Marker at the Starr County Campus

The College was notified that the Texas Historical Commission had approved a marker for the County of Starr in Rio Grande City to memorialize the 1966 farm worker strike and march. It was proposed that the site of this marker be in a place easily viewed by the younger generation so that they may be informed about their own history.

The marker would be bronze and measured approximately 27" x 42" in size. The Starr County Judge and the Commissioners agreed to fund the cost associated with setting of the memorial marker.

The Facilities Committee requested the opportunity to review the language of the memorial marker.

The Committee also asked whether the 1966 farm worker strike and march was covered in appropriate course curriculum. Ms. Benavidez, representing Starr County on the Board and Facilities Committee, suggested that the marker might be appropriate located near the proposed Cultural Arts Center that was under construction as part of the ongoing 2013 Bond Construction Program.

The Facilities Committee recommended Board approval to place the marker commemorating the 1966 farm worker strike and march at the Starr County Campus.

Upon a motion by Mr. Gary Gurwitz and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the placement of a marker commemorating the 1966 farm worker strike and march at the Starr County Campus. The motion carried.

Review and Action as Necessary on Contracting Construction Services for the Non-Bond Pecan Campus Building G Science Lab Fume Hood Exhaust System Upgrades

Approval to contract construction services for the Non-Bond Pecan Campus Building G Science Lab Fume Hood Exhaust System project was requested.

Purpose

The procurement of a contractor would provide for construction services necessary for the Non-Bond Pecan Campus Building G Science Lab Fume Hood Exhaust System project.

Background

On July 26, 2016, the Board of Trustees approved design services with Sigma HN Engineering to prepare plans and specifications for the Non-Bond Pecan Campus Building G Science Lab Fume Hood Exhaust System project. The design team at Sigma

HN worked with college 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 10, 2016. A total of three (3) sets of construction documents were issued to general contractors and sub-contractors, and a total of two (2) proposals were received on October 26, 2016.

Timeline for Solicitation of Competitive Sealed Proposals	
October 10, 2016	Solicitation of competitive sealed proposals began.
October 26, 2016	Two (2) proposals were received.

College staff reviewed and evaluated the competitive sealed proposals and recommended NM Contracting, LLC as the highest ranked in the amount of \$267,652.

Funding Source

This project was estimated to be \$200,000 by the engineer and was not part of the FY 2016 - 2017 Non-Bond Construction budget, but funds in the amount of \$267,000 were available from savings from other construction projects to fund this project.

Source of Funding	Amount Budgeted	Funds Available	Highest Ranked Proposal NM Contracting, LLC
Non-Bond Construction	\$0	\$267,652	\$267,652

Reviewers

The proposals were reviewed by Sigma HN Engineers and staff from the Facilities Planning & Construction, Science, and Purchasing departments.

Enclosed Documents

Staff evaluated these proposals and provided a proposal summary. It was recommended that the top ranked contractor be recommended for Board approval.

The Facilities Committee recommended Board approval to contract construction services with NM Contracting, LLC in the amount of \$267,652 for the Non-Bond Pecan Campus Building G Science Lab Fume Hood Exhaust System project as presented.

U[on 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 construction services with NM Contracting, LLC in the amount of \$267,652 for the Non-Bond Pecan Campus Building G Science Lab Fume Hood Exhaust System project as presented. The motion carried.

Update on Status of Non-Bond Program Construction Projects

The Facilities Planning and Construction staff provided a design and construction update. This update summarized the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza were present to respond to questions and address concerns of the Board.

No action was taken.

Discussion and Action as Necessary to Conduct the Assessment of the College President and the Self-Assessment of the Board of Trustees

The Board Chair asked the Board to conduct an assessment of the College President and the Self-Assessment of the Board of Trustees.

The assessment of the College President and the self-assessment of the Board of Trustees have historically been performed every few years. These assessments are a valuable process to help the Board in their stewardship and to provide the College President with feedback as necessary. Additionally, best practices call for regular Board assessment of both the College President and the Board itself.

The previous evaluation of the Board of Trustees and the College President was conducted in 2015. The updated evaluation forms for the Board of Trustees and the College President follow in the packet for the Board's information and review.

Dr. Alejo Salinas, Jr., Board Chair, asked that the Trustees complete the evaluation forms, provided under separate cover, and submit them for his review by Tuesday, December 6, 2016. The Board may opt to review the evaluation results at a subsequent Board meeting.

No formal Board action was necessary.

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 2016. The approval was for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, provided a review of the Financial Report for the month of **October 2016**, and was present to respond to questions posed by the Board.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Graciela Farias, the Board of Trustees approved the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of October 2016. The motion carried.

Announcements

A. Next Meetings:

- Tuesday, December 6, 2016
 - 3:00 p.m. – Education and Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:30 p.m. – Finance, Audit, & HR Committee

- Tuesday, December 13, 2016
 - 4:00 p.m. Facilities Committee
 - 5:30 p.m. – Regular Meeting of the Board of Trustees

 - 7:00 p.m. – Board Holiday Dinner

B. Other Announcements:

- The Starr County Campus 2013 Bond Construction Groundbreaking Ceremony will be held on Thursday, December 15, 2016 at 10:00 a.m.
- The Winter 2016 Commencement Ceremonies will be held Saturday, December 17, 2016 at the State Farm Arena, Hidalgo, Texas:

10:00 a.m. Ceremony

- Bachelor Degrees
- Business and Technology
- Nursing and Allied Health

2:00 p.m. Ceremony

- Liberal Arts
 - Mathematics and Science
 - Social and Behavioral Sciences
-
- The College will be closed November 24 – 27, 2016 in observance of the Thanksgiving Holiday.
 - The College will be closed December 19, 2016 – January 3, 2017 in observance of Winter Break.

Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 7:13 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, Nov. 22, 2016 Regular Board Meeting of the South Texas College Board of Trustees.

Mr. Jesse Villarreal
Secretary

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 is requested:

1. Additional Funds (Reallocation) for the “Carl Perkins Basic Grant” from the Texas Higher Education Coordinating Board in the amount of \$66,041

Authorization is requested to accept reallocated funds for the Carl Perkins Basic Grant award in the amount of \$66,041 for the period of September 1, 2016, through August 31, 2017 from the Texas Higher Education Coordinating Board. These funds will go towards supporting program promotion and textbooks aligned to the purpose and intent of the Carl Perkins Basic Grant as approved by the entire awarded grant amount, totaling \$1,458,375.

Carl Perkins Basic funds are awarded to community and technical colleges to improve graduation, retention, access, quality, and expansion of Career and Technical Education programs. Over thirty (30) Career and Technical Education programs have been selected under the areas of Academic Affairs, Student Affairs & Enrollment Management, Information Services and Planning and Continuing and Professional Workforce Education areas.

This grant heavily supports South Texas College’s Strategic Direction #1 Clear Pathways and #2 Access and Success due to the Career and Technical Education support through quality student services, resources and academic support that will effectively prepare students for their career choice.

2. The University of Texas Rio Grande Valley (UTRGV) Minority Serving Institutions (MSI) Community-Based Organizations (CBO) in Hidalgo and Cameron Counties Subaward in the amount of \$16,000.

Authorization is requested to accept funds for the UTRGV Minority Serving Institutions (MSI) Community-Based Organizations (CBO) in Hidalgo and Cameron Counties Subaward in the amount of \$16,000 for the period of September 30, 2016, through August 31, 2018 from the University of Texas Rio Grande Valley (UTRGV).

UTRGV MSI CBO in Hidalgo and Cameron Counties Subaward will fund a part-time Peer Educator that will act as a liaison within the campus under the supervision of the Student Affairs Dean of Students. The Peer Educator will provide education through presentations and materials on the prevention of substance abuse and HIV/HCV infection to STC students. This grant supports South Texas College’s Strategic Direction #5, Collaboration through the partnership with the university.

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

The presented grants would provide up to \$82,041 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 awards and use of related funds as authorized by each grant, contingent upon official award as appropriate:

1. Additional Funds (Reallocation) for the “Carl Perkins Basic Grant” from the Texas Higher Education Coordinating Board in the amount of \$66,041
2. The University of Texas Rio Grande Valley (UTRGV) Minority Serving Institutions (MSI) Community-Based Organizations (CBO) in Hidalgo and Cameron Counties Subaward in the amount of \$16,000.
3. 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 awards and using related funds as authorized by each grant, contingent upon official award as appropriate:

1. Additional Funds (Reallocation) for the “Carl Perkins Basic Grant” from the Texas Higher Education Coordinating Board in the amount of \$66,041
2. The University of Texas Rio Grande Valley (UTRGV) Minority Serving Institutions (MSI) Community-Based Organizations (CBO) in Hidalgo and Cameron Counties Subaward in the amount of \$16,000.
3. Additional Grant(s) Received/Pending Official Award

Approval Recommended:

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

Review of Presentation to the Education and Workforce Development Committee

a. Report on Veteran Student Services at South Texas College

Mr. Mike Carranza, Interim Dean of Enrollment Services, presented on South Texas College Veterans Affairs.

The College is proud of its designation as a Military Friendly School. This designation was earned in recognition of the programs that South Texas College developed to serve veterans pursuing higher education and workforce training at South Texas College.

The College employs and trains staff members to specifically assist veteran students with College services and benefits offered through the federal Veteran's Affairs program. These staff were dedicated to helping veterans take advantage of every resource available to them in their transition to higher education and civilian workforce training.

Mr. Carranza reviewed the services offered specifically for veterans, including specialized services with:

- financial aid,
- VA benefits,
- student support services,
- peer-to-peer support groups,
- tutoring services,
- career services,
- counseling services, and
- academic advising.

Mr. Carranza discussed the impact that these services has had in helping veterans transition into successful student careers at South Texas College.

Mr. Carranza also reviewed ongoing efforts to fund further opportunities to support the veterans even further, including a recent grant award by Home Depot, and engagement of the community at large, at each campus, in helping our veterans become Jaguars.

Additionally, the department hires a number of veteran students under a federal V.A.-funded work study program. These work studies help provide support and guidance to fellow veteran students on the resources available to them. Furthermore, the College supported a student group comprised entirely of veterans who applied for and won a \$10,000 grant award from The Home Depot, and used the fund to further expand resources for students.

A final approach implemented by administration was to provide a veterans' study and tutoring room adjacent to the Center for Learning Excellence at the Pecan Campus. At this location, veteran students could study privately or solicit tutoring services from the tutors who serve the entire school population. Administration had noted that this was having a positive impact in helping veteran student integrate into the general student population.

The Committee encouraged further efforts to continue to serve the veteran student population. Administration informed them that planning was underway to expand the services offered at Pecan Campus to Mid Valley Campus and Starr County Campus veteran students in the near future, and for the further expansion to the Technology Campus and Nursing & Allied Health Campus as a second phase.

This review of the presentation is for the Board's information and feedback to staff, and no action is requested.

Review and Recommend Action on Revised Policy #3320: *Scholastic Academic Progress Standards*

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, will review the proposed revised Policy #3320: *Scholastic Academic Progress Standards*.

The proposed revision is necessary to rename the policy “Academic Progress Standards” and to replace references to “scholastic progress standards” with ‘academic progress standards’ throughout the policy.

The purpose of the policy is to define semester and cumulative GPA calculation and the Academic Progress Standards based on a student’s semester and cumulative GPA.

A revision was proposed to the Education and Workforce Development Committee on September 13, 2016, and the Committee expressed some concerns over the designations related to academic probation, and the fact that academic probation only serves to give a student corrective feedback once grades for a semester are posted, rather than during the semester when constructive feedback could help a student complete the course successfully. Administration indicated that these academic progress standards call for intervention and there are student support services in place to help provide such real-time feedback.

Additionally, the Committee noted that the calculation of a cumulative GPA specifically included developmental education courses, and asked whether this was appropriate.

Administration has since researched the concern and has confirmed the cumulative GPA calculation is simply a mathematical calculation of courses attempted and completed, with points awarded for each grade. This calculation is consistent with standards required by federal requirements for Pell Grant awards and other reporting requirements that include all attempted hours, including developmental education courses, in GPA calculations.

Administration has taken the Committee’s feedback into consideration, and has rewritten Policy #3320: *Scholastic Academic Progress Standards*.

Prior to the Education and Workforce Development Committee meeting, administration recommended an additional change to clarify that the Policy applied to all students, including dual credit students. This change was presented to the Committee, and is included for the Board’s review.

Because the proposed revisions are quite substantial, the proposed version is provided for the Board’s review as a clean copy, and the current policy to be deleted is presented for reference.

The Education and Workforce Development Committee recommended Board approval of the revision of Policy #3320: *Scholastic Progress Standards*, including renaming the policy “Academic Progress Standards,” as proposed and which supersedes any previously adopted Board policy as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the revision of Policy #3320: *Scholastic Progress Standards*, including renaming the policy “Academic Progress Standards,” as proposed and which supersedes any previously adopted Board policy as presented.

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

The Board of Trustees approves and authorizes the revision of Policy #3320: *Scholastic Progress Standards*, including renaming the policy Academic Progress Standards, as proposed and which supersedes any previously adopted Board policy as presented.

Approval Recommended:

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

MANUAL OF POLICY

Title	Scholastic Academic Progress Standards	3320
Legal Authority	Approval of the Board of Trustees	Page 1 of 2
Date Approved by Board	Board Minute Order dated November 9, 1995 As Amended by Board Minute Order dated January 16, 2003 As Amended by Board Minute Order dated June 24, 2004 As Amended by Board Minute Order dated May 17, 2007 As Amended by Board Minute Order dated December, 13th 2016	

All students, including dual credit, are expected to meet academic standards for coursework completed at South Texas College. Students with a cumulative grade point average below 2.00 (C average) will be placed on academic probation, continued academic probation or academic suspension as appropriate.

Semester and Cumulative GPA Calculation

All grade points earned by a student, including developmental courses and the College Success course, will be included in the computation of the semester grade point average and cumulative grade point average. In the case of a repeated course, the last grade recorded will be used in the computation.

The academic progress standards for students attending the College are as follows:

Level of Academic Status GPA Criteria

Good Standing	Cumulative GPA is 2.00 or above
Academic Probation	Cumulative GPA has dropped below 2.00
Continued Academic Probation	Previously on Academic Probation or Continued Academic Probation and cumulative GPA is below 2.00, but current semester GPA is 2.00 or above
Academic Suspension	Previously on Academic Probation or Continued Academic Probation and cumulative GPA is below 2.00 and current semester GPA is below 2.00

Academic Probation

Academic Probation is a system of monitoring student grades in all South Texas College courses in order to identify students who are experiencing difficulty in making satisfactory progress. Academic Probation occurs at the end of any semester when a student's cumulative GPA drops below 2.00.

Continued Academic Probation

Continued Academic Probation is a system of monitoring student grades in all South Texas College courses for students placed on Academic Probation in order to identify students who continue to experience difficulty in making satisfactory progress. Continued Academic Probation occurs at the end of the semester following Academic Probation when a student's cumulative GPA remains below 2.00.

Academic Suspension

Academic Suspension is a system of forced interruption in attendance at the College in those instances where a student is unable to maintain satisfactory academic progress. Academic

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Title	Scholastic <i>Academic</i> Progress Standards	3320
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Suspension occurs when the student who has previously been on Academic Probation or Continued Academic Probation and cumulative GPA is below 2.00 and current semester GPA is below 2.00. Academic suspension may last for one regular fall or spring semester. Students placed on academic suspension may enroll for summer sessions for the purpose of raising their cumulative GPA to the level required for good standing.

Readmission after a Period of Suspension

After a period of Academic Suspension, a student may be readmitted on academic probation. Before readmission under probationary status, the suspended student must report to Counseling and Student Disability Services for an academic counseling session to develop an Academic Improvement Plan.

Students on Academic Suspension who raise their cumulative GPA to 2.00 or higher can be reinstated in good standing following application to the Office of Admissions and Records. Removal from suspension can be most effectively accomplished by re-enrolling for courses in which the student has a failing grade.

If a student who has been suspended feels that unusual circumstances warrant a review, the student may provide a written appeal to the Academic Appeals Committee in care of the Counseling and Student Disability Services.

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Title	Scholastic Progress Standards	3320
Legal Authority	Approval of the Board of Trustees	Page 1 of 2
Date Approved by Board	Board Minute Order dated November 9, 1995 As Amended by Board Minute Order dated January 16, 2003 As Amended by Board Minute Order dated June 24, 2004 As Amended by Board Minute Order dated May 17, 2007	

In an effort to promote student success, South Texas College has established categories of students based on the student’s scholastic progress.

Students are expected to meet academic standards for coursework completed at South Texas College. Students who fail to maintain a cumulative grade point average of 2.00 (C average) are considered scholastically deficient and will be placed on early academic alert, mandatory intervention or academic suspension as appropriate. All grade points earned by a student will be included in the computation of the current semester grade point average. All grade points earned by a student, including developmental courses and the College Success course, will be included in the computation of the cumulative grade point average. In the case of a repeated course, the last grade recorded will be used in the computation.

The scholastic progress standards for students attending the College are as follows:

<u>Level of Academic Status</u>	<u>GPA Criteria</u>
Good Standing	Cumulative GPA is 2.00 or above
Early Academic Alert	Cumulative or current semester GPA, including developmental coursework, below 2.00.
Mandatory Intervention	Previously on Early Academic Alert and current semester GPA is below 2.00.
Academic Suspension	Previously on Mandatory Intervention and current semester GPA is below 2.00.

Good Standing, Early Academic Alert, Mandatory Intervention, and Academic Suspension will be determined each regular (Fall or Spring) semester on the basis of the student's current semester grade point average, including developmental studies and College Success coursework. Academic suspension may last for one regular fall or spring semester. Students placed on academic suspension may enroll for summer sessions for the purpose of raising their cumulative GPA to the level required for good standing.

Early Academic Alert

Early Academic Alert is a system of monitoring student grades in all South Texas College courses in order to identify those who are experiencing difficulty in making satisfactory progress.

Early Academic Alert occurs at the end of any semester when a student's current semester GPA drops below 2.00.

Mandatory Intervention is a system of monitoring student grades in all South Texas College for students placed on Early Academic Alert in order to identify those who continue to experience difficulty in making

MANUAL OF POLICY

Title	Scholastic Progress Standards	3320
Legal Authority	Approval of the Board of Trustees	Page 2 of 2
Date Approved by Board	Board Minute Order dated November 9, 1995 As Amended by Board Minute Order dated January 16, 2003 As Amended by Board Minute Order dated June 24, 2004 As Amended by Board Minute Order dated May 17, 2007	

satisfactory progress. Mandatory Intervention occurs at the end of the semester following Early Academic Alert when a student's current semester GPA remains below 2.00.

Academic Suspension

Academic Suspension is a system of forced interruption in attendance at the College in those instances where a student is unable to maintain satisfactory academic progress. Academic Suspension occurs when the student who has previously been on Mandatory Intervention fails to earn a 2.00 in the current semester.

Readmission After A Period of Suspension

After a period of scholastic suspension, a student may be readmitted on academic probation. Before readmission under probationary status, the suspended student must report to Office of Counseling and Advising for an academic counseling interview.

A student on academic suspension who raises their cumulative GPA to 2.00 or higher can be reinstated in good standing following application to the Office of Admissions and Records. Removal from suspension can be most effectively accomplished by re-enrolling for courses in which the student has a failing grade.

If a student who has been suspended feels that unusual circumstances warrant a review, the student may provide a written appeal to the Scholastic Appeals Committee in care of the Counseling and Advisement Center.

All students are responsible for knowing whether they are eligible to continue at the College. An ineligible student who nevertheless registers shall be dropped and cannot attend classes. Students shall not receive special consideration for lack of knowledge of scholastic status, regardless of whether the student registered and paid fees.

Review and Action as Necessary on Proposed Revisions to Policy #3232: *Dual Credit Student Eligibility Requirements*

Dr. Shirley Reed, President, and Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, will review the proposed revisions to Policy #3232: *Dual Credit Student Eligibility Requirements*.

The proposed revisions are necessary to further improve the requirements for student access to dual credit courses, with the goal of promoting successful student performance in dual credit programs.

This policy was brought to the Committee and the Board in June 2016, and again in July 2016. Changes at that time were necessary to tight controls on student eligibility for dual credit programs. Administration noted at that time that the College would work more closely with school districts to promote student success, and to prevent under-performing students from accumulating significant numbers of credit hours on their transcripts.

Even though South Texas College waives some tuition and fees for students completing dual credit coursework through partnering school districts, the students' performance in these courses impacts their financial aid eligibility, and is recorded on their transcripts at South Texas College. A combination of policy revisions and tuition and fee schedule revisions have been implemented to help the partnering districts and the College guide students toward successful completion of their courses and programs, and to help prevent students from accumulating a poor performance record that will negatively impact their higher education opportunities.

Administration has reviewed the policy as implemented in July 2016, and recommends further revisions to the dual credit student eligibility requirements that would:

- Limit students to enrollment in courses within their declared major and degree plan
- Limit students to up to 68 attempted credit hours, with the exception of dual credit students pursuing an Associate of Science in Engineering
- Apply Academic Progress Standards
- Apply Financial Aid Satisfactory Academic Progress (SAP) Standards

The Committee noted that the Policy included a reference as its final paragraph that stated that the "dual credit program was subject to all rules and regulations of the Texas Higher Education Coordinating Board, other state and federal regulations, and College policies and procedures as applicable."

The Committee asked how students or others reading that policy could learn more about the referenced rules, since they were not identified within the Policy.

Administration informed the Committee that there were orientation sessions provided for dual credit students and their parents, and staff and administrators with partnering school districts were given extensive professional development and other communication on the referenced rules.

Administration also noted that these rules might change through external agencies, such as the Texas Higher Education Coordinating Board, and it advised that it would not be practical to individually list them in the Policy.

Administration agreed that the policy could direct students, parents, or others to online resources so that they could learn more about the applicable external requirements not included within the policy itself.

The Education and Workforce Development Committee recommended Board approval of the revision of Policy #3232: *Dual Credit Student Eligibility Requirements*, with the additional reference links to the state and federal website links where additional rules and regulations can be found, and which supersedes any previously adopted Board policy.

These changes discussed during the Committee meeting are presented for the Board's review, with all additions to existing policy highlighted in yellow.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the revision of Policy #3232: *Dual Credit Student Eligibility Requirements* as presented, and which supersedes any previously adopted Board policy.

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

The Board of Trustees approves and authorizes the revision of Policy #3232: *Dual Credit Student Eligibility Requirements* as presented, and which supersedes any previously adopted Board policy.

Approval Recommended:

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

MANUAL OF POLICY

Title	Dual Credit Student Eligibility Requirements	3232
Legal Authority	Approval of the Board of Trustees	Page 1 of 1
Date Approved by Board	Board Minute Order Dated January 21, 1999 As Amended by Board Minute Order dated August 19, 2004 As Amended by Board Minute Order dated July 28, 2005 As Amended by Board Minute Order dated June 28, 2016 As Amended by Board Minute Order dated July 26, 2016 As Amended by Board Minute Order dated December 13, 2016	

High school students who may benefit from taking college-level courses to satisfy high school graduation requirements or who wish to begin their post-secondary education prior to graduation from secondary school are eligible to participate in the College's dual credit program.

College-level courses are limited to those leading to a certificate or associate degree. Courses offered for dual credit are limited to academic courses in the current edition of the Lower Division Academic Course Guide Manual and college-level workforce education courses in the current edition of the Workforce Education Course Manual as outlined in Texas Higher Education Coordinating Board Rule Title 19, Part I, Chapter 4, Subchapter D, Rule 4.85.

Dual credit students shall be limited to courses within their declared major and corresponding degree plan. Students may attempt a maximum of 68 credit hours, with the exception of students pursuing the Associate of Science in Engineering. In addition, dual credit students must comply with the College's Academic Progress Standards as outlined in Board Policy #3320 and the Financial Aid Satisfactory Academic Progress (SAP) Policy (to be developed). Federal Financial Aid SAP requirements measure all students' GPA and progression regardless if they are receiving aid or not, and are applicable to dual credit students who are still in high school.

Students who participate in the *dual credit* program must meet the Texas Success Initiative (TSI) college readiness standards as established by the Texas Higher Education Coordinating Board and the College, or meet the applicable student eligibility criteria outlined in Texas Higher Education Coordinating Board Rule Title 19, Part I, Chapter 4, Subchapter D, Rule 4.85. Students must meet the College's regular prerequisite requirements for the courses in which they enroll.

Dual credit students may not enroll in college level courses until the spring semester of their 9th grade, and then limited to no more than two (2) courses for that semester from an approved list of recommended courses. All 10th grade students will be limited to only two (2) dual credit courses per semester, and 11th and 12th grade students should not exceed 16 credit hours per semester.

The dual credit program is subject to all rules and regulations of the Texas Higher Education Coordinating Board (*THECB*), other state and federal regulations, and College policies and procedures as applicable.

THECB guidelines can be found at <http://www.thecb.state.tx.us/apps/Laws/default.cfm>,

Federal guidelines for Satisfactory Academic Progress (SAP) can be found at <http://www.ecfr.gov/cgi-bin/text-idx?rgn=div8&node=34:3.1.3.1.34.3.39.4>.

South Texas College's Satisfactory Academic Progress (SAP) can be found at http://studentservices.southtexascollege.edu/finaid/pdf/satisfactory_academic_progress.pdf.

~~Strikethrough denotes deletion~~
Yellow italics denote prior addition.

Review and Action as Necessary on Proposed Deletion of Obsolete Policy #3234: *Tuition Rate and Fees for High School Students Who Independently Enroll in College Credit Courses Offered at any South Texas College Campus or Facility*

Dr. Shirley Reed, President, will review the proposed deletion of Policy #3234: *Tuition Rate and Fees for High School Students Who Independently Enroll in College Credit Courses Offered at any South Texas College Campus or Facility*

Policy #3234 established tuition guidelines for high school students who enroll in college courses independently of any school district partnership.

These students are now included in the Student Tuition and Fees schedule, as “Independent Dual Credit Tuition.” Because the Student Tuition and Fee schedule establishes the tuition for these students, Policy #3234 is no longer necessary.

Administration has recommended the proposed deletion of Policy #3234.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the deletion of Policy #3234: *Tuition Rate and Fees for High School Students Who Independently Enroll in College Credit Courses Offered at any South Texas College Campus or Facility* as presented.

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

The Board of Trustees approves and authorizes the deletion of Policy #3234: *Tuition Rate and Fees for High School Students Who Independently Enroll in College Credit Courses Offered at any South Texas College Campus or Facility* as presented.

Approval Recommended:

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

MANUAL OF POLICY

Title	Tuition Rate and Fees for High School Students Who Independently Enroll in College Credit Courses Offered at any South Texas College Campus or Facility	3234
Legal Authority	Approval of the Board of Trustees	Page 1 of 1
Date Approved by Board	Board Minute Order Dated April 16, 2009 As Amended by Board Minute Order Dated June 28, 2016	

High school students who independently enroll in college credit courses at any South Texas College campus or facility will be charged an independent course tuition rate and will be subject to all fees applicable as approved by the Board of Trustees.

The tuition rate and applicable fees as approved by the Board of Trustees applies to high school student(s) from public schools, home schools, private schools, or charter schools who enroll independently in college credit courses leading to a certificate or associate degree.

Enrollment of high school students who independently enroll in college credit courses at any South Texas College campus or facility will be subject to the rules and regulations of the Texas Higher Education Coordinating Board, other state and federal regulations, and College policies and procedures as applicable.

Deleted

Review of Reports to the Finance, Audit, and Human Resources Committee:

A. Review and Discussion on Governmental Accounting Standards Board (GASB) 75 Pronouncement

Mrs. Mary Elizondo reviewed the implementation of new Governmental Accounting Standards Board (GASB) 75 pronouncement in financial statements for fiscal year ending August 31, 2018.

In June 2015, The GASB approved Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The guidance contained in this Statement changed how governments calculated and reported the costs and obligations associated with postemployment benefits other than pensions. It was designed to improve the decision-usefulness of reported pension information and to increase the transparency, consistency, and comparability of benefit information across governments. It was effective for fiscal years beginning on or after June 15, 2017. For the College, this pronouncement was effective in fiscal year 2017-2018.

GASB was the authoritative, standard setting body which establishes governmental Generally Accepted Accounting Principles (GAAP) for state and local governments. As such, they established financial reporting guidelines for Postemployment benefits held with ERS.

GASB Statement 75 required reporting entities to recognize their proportionate share of the net OPEB liability and operating statement activity related to the changes in the collective OPEB liability. Consequently, reporting entities that contribute to the ERS OPEB plan should now report a noncurrent liability on their financial statements for their proportionate share of the net OPEB liability. In addition to the net OPEB liability, other OPEB amounts to be recognized by the employers include deferred outflows of resources, deferred inflow of resources and OPEB expense.

More extensive note disclosures were required, which included description of benefits, contribution requirements, discount rate, assumptions used, employer's proportion and proportionate share of the collective net OPEB liability and deferred outflows/inflows recognized for the current year.

Reviewers – Requirements were reviewed by the Vice President for Finance and Administrative Services, and Comptroller.

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

B. Review and Discussion of Establishing Criteria for Overall Audit Opinion

Mr. Khalil Abdullah, Internal Auditor, reviewed the framework for establishing objective criteria for issuing future overall audit opinions.

The Audit Opinion Criteria was provided in the packet for the Committee's review.

The Committee reviewed the criteria, and noted that the audit opinion standards were generally acceptable, but might not be applicable in certain cases, such as compliance audits or fraud investigations. In these instances it would be advisable to give the auditors the authority to establish specific opinion guidelines based upon their professional judgment at the time of issuance.

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

C. Review and Discussion of Internal Audit Reports in the Areas of Food Services Department Cash Handling Procedures & Surprise Cash Counts

Mr. Khalil Abdullah, Internal Auditor attended the Committee meeting to discuss the procedures, findings, and recommendations of the internal audit reports in the areas of Food Services Department Cash Handling Procedures & Surprise Cash Counts.

The two (2) reports were provided in the packet for the Committee's review.

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

D. Review and Discussion of Position Vacancy Report for FY 2016 – 2017

The Staffing Plan Position Vacancy Report for FY 2016 - 2017 was provided in the packet for the Committee's information and review. Information was current as of December 1, 2016.

This review of the reports delivered to the Finance, Audit, and Human Resources Committee is presented for the Board's information and feedback to staff, and no action is requested.

Review and Action as Necessary Regarding the Fiscal Year 2016 Financial Audit

Mr. Randy Sweeten and staff from Long Chilton, LLP will reviewed the status of the Comprehensive Annual Financial Report for the Fiscal Years Ended August 31, 2016 and 2015 with the Finance, Audit, and Human Resources Committee on Tuesday, December 6, 2016, and will responded to questions the Committee members.

The auditors reported an “unmodified” opinion, and informed the Committee that this is the new term for the highest level of positive opinion, formerly labelled an “unqualified opinion.”

The external auditing team reported that they had included the majority of state and federal funds within the scope of their audit, and anticipated that the College would once again receive the Certificate of Achievement for Excellence in Financial Reporting from the state. They gave a strong commendation to the College’s business office for the implementation and adherence to strong fiscal controls that protected the public investment in the College.

A draft of the Comprehensive Annual Financial Report for the Fiscal Years Ended August 31, 2016 and 2015 is included under separate cover.

The Fiscal Year 2016 Financial Audit will be presented at the December 13, 2016 Board Meeting for review and to take action.

No action was taken at the Committee meeting.

Recommendation:

It is recommended that the Board of Trustees of South Texas College accept the Fiscal Year 2016 Financial Audit as presented.

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

The Board of Trustees accepts the Fiscal Year 2016 Financial Audit as presented.

Approval Recommended:

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

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

Approval of the Hidalgo County and Starr County Tax Resale Properties and the Resolution Authorizing the Tax Resale is requested.

Purpose – The law offices of Linebarger Goggan Blair & Sampson, LLP is requesting consideration and possible action on the tax resale of thirty (30) properties for Hidalgo County and one (1) property for Starr County.

Justification – The Texas Property Tax Code requires approval from all taxing entities for the resale of a property for an amount that is less than the appraised value on a resale auction.

Background - On October 4th, 2016 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.

On February 16, 2016 Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Starr County Clerk Records Management Facility for struck off properties located within Starr County. The Tax Resale Auction was published in the Starr County Town Crier throughout Starr County.

Linebarger Goggan Blair & Sampson, LLP is submitting for the Board of Trustees' consideration the analysis of the bids received. The total amount the College will receive is \$23,534.79 for Hidalgo County and \$10,936.04 for Starr County for a total of \$34,470.83.

Enclosed Documents - The Resolutions Authorizing the Tax Resale follows 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 South Texas College amount, and the Analysis of Bids Received are included under separate cover for your information and review.

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

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

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the Hidalgo County and Starr County Tax Resale Bids and the Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented.

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

The Board of Trustees approves and authorizes the Hidalgo County and Starr County Tax Resale Bids and the Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented.

Approval Recommended:

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

SOUTH TEXAS COLLEGE

RESOLUTION NO. _____

On the 13th day of December 2016, at the regularly scheduled meeting of the South Texas College Board of Trustees, a motion was duly made and seconded to resell the properties described on the attached list, which were acquired by the District through previous tax foreclosure proceedings. The properties were sold in accordance with Texas Tax Code Ann. §34.05.

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

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

SIGNED on this 13th day of December 2016.

Dr. Alejo Salinas, Jr.
Board Chair

ATTEST:

Jesse Villarreal
Secretary

Review and Action as Necessary on Purchases, Renewals, Lease Agreement, and Rejection of a Proposal

The Finance, Audit, and Human Resources Committee recommended Board approval of all award of proposals, purchases, and renewal as follows:

A. Awards

B. Instructional Items

C. Non- Instructional Items

D. Technology Items

A. Awards

1) Cargo Vans (Award)

Award the proposal for cargo vans to **Boggus Motor Sales II, LLC.** (McAllen, TX), at a total amount of \$158,116.00.

Purpose – Facilities Operations and Maintenance is requesting the purchase of seven (7) cargo vans for the day to day operation throughout the College district.

Justification and Benefit – The vans will be used on a daily basis for traveling to and from each campus to address work orders and required projects. The new vehicles will replace four (4) existing units with over 120,000 miles each and that are no longer cost effective to repair and will be sent to auction. The other vehicles will be used by Facilities Operations and Maintenance who also travel district-wide.

Background - Proposal documents were advertised on October 24, 2016 and October 31, 2016 and issued to eight (8) vendors, including six (6) local Ford dealers. Four (4) responses were received on November 8, 2016 and reviewed by Facilities Operations and Maintenance and the Purchasing Department.

Funds for this expenditure are budgeted in the Facility Maintenance budget for FY 2016 – 2017.

2) Graduation Caps and Gowns (Award)

Award the proposal for graduation caps and gowns to **Jostens, Inc.** (Minneapolis, MN), for the period beginning February 1, 2017 through January 31, 2018 with two one-year options to renew, at an estimated cost of \$55,000.00.

Purpose - The Degree and Certification Completion Office is requesting graduation caps and gowns which will be used to distribute to South Texas College graduates.

Justification and Benefit – The graduation caps and gowns will be issued to all South Texas College graduates attending the May 2017 and December 2017 commencement ceremonies. This will include approximate 4,000 graduates in May and 1,000 in December.

Background – Proposal documents were advertised on October 31, 2016 and November 7, 2016 and issued to five (5) vendors. Two (2) responses were received on November 15, 2016 and reviewed by the Degree and Certification Completion Office and the Purchasing Department.

Funds for this expenditure are budgeted in the Graduation budget for FY 2016 – 2017.

3) Law Enforcement Vehicles (Award)

Award the proposal for law enforcement vehicles at a total amount of \$93,084.00. The vendors are as follows:

- **Caldwell Country Chevrolet** (Caldwell, TX) - \$31,445.00
- **Rockdale Country Ford** (Caldwell, TX) - \$61,639.00

Purpose – The Police Academy is requesting to purchase three (3) law enforcement vehicles for student instruction and training at the Regional Center for Public Safety Excellence. It will include two (2) cars and one (1) sport utility vehicle.

Justification and Benefits – These vehicles are fully equipped police patrol vehicles that will be used to train students pursuing careers in law enforcement. The vehicles will be used to provide students with emergency driving skills in a controlled setting reducing the risk of injury to students, staff, and the public. The different vehicles are vehicles that are used by local law enforcement agencies thus familiarizing the students with the various police vehicles.

Background – Proposal documents were advertised on November 7, 2016 and November 14, 2016 and issued to eight (8) vendors, including six (6) local vendors. Two (2) responses were received on November 22, 2016 and reviewed by the Safety Programs and Purchasing Department

Funds for this expenditure are budgeted in the Texas Department of Public Safety grant budget for FY 2016 – 2017.

4) Security Cameras (Award)

Award the proposal for security cameras to **Security Solutions of DFW** (Dallas, TX), at a total amount of \$158,020.00.

Purpose – The South Texas College Department of Public Safety is requesting to purchase security cameras. The surveillance cameras are needed to identify individuals who commit crimes including assaults, thefts, vehicle hit and runs, drug use, and stalking on college property. The apprehension of these individuals will stop their illegal activity from being repeated and video recordings will provide evidence of wrong doing in criminal trials.

Justification and Benefit – The twenty (20) surveillance cameras, vari-focal lenses, and housings will be installed at all of the College's campuses district-wide, enhancing security, and further providing a safe learning environment for students, faculty, staff, and visitors. Crimes, including acts of violence, have been committed on the college campuses and the violators cannot always be identified. The requested surveillance cameras will increase the likelihood of capturing the perpetrators, documenting the violations, and preventing the reoccurrence of criminal acts by them.

Background – Proposal documents were advertised on October 24, 2016 and October 31, 2016 and issued to twelve (12) vendors. Three (3) responses were received on November 10, 2016 and reviewed by the South Texas College Department of Public Safety, Facilities Planning and Construction, and the Purchasing Department.

Funds for this expenditure are budgeted in the Construction budget for FY 2016 – 2017.

B. Instructional Items

5) Firearm Simulator (Purchase)

Purchase a firearm simulator from **Safeware-Mallory** (Landover, MD), a U. S. Communities Government Purchasing Alliance approved vendor, at a total amount of \$225,072.23.

Purpose – The Policy Academy is requesting to purchase a firearm training simulator for student instruction at the Regional Center for Public Safety.

Justification and Benefit – The simulator will allow students pursuing a career in law enforcement to develop their skills in the use of firearms as well as allow students to develop decision-making skills in use-of-force situations. The simulator provides real-world situations and conditions that allow students to learn the proper application of force. The simulator allows for training in use-of-force decision-making skills without placing students, faculty, and staff, and others at risk for injury but still allow for a realistic environment.

Funds for this expenditure are budgeted in the Texas Department of Public Safety grant budget for FY 2016 – 2017.

C. Non – Instructional Items

6) Moving Services (Renewal)

Renew the moving services contracts for the period beginning February 24, 2017 through February 23, 2018, at an estimated amount of \$240,000.00. The vendors are as follows:

- **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
- **Groves Moving & Storage** (Harlingen, TX)

Purpose – The Office of Facilities and Planning and Construction is requesting moving services for the various moves requested by departments, instructional programs, faculty, and staff.

Justification and Benefits – The moving services will include relocation of furniture, equipment, and other items as needed throughout the College district. This will include relocations related to the new bond construction.

Background – The Board awarded the contracts for moving services at the February 23, 2016 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins February 24, 2017 and ends February 23, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	2/23/16	2/24/16 – 2/23/17	2 – one year options
1 st Renewal	12/13/16		2/24/17 – 2/23/18

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 budgets for FY 2016 – 2017 and FY 2017 – 2018 pending Board approval of the budget.

D. Technology Items

7) Career Coach Services (Purchase)

Purchase career coach services from **Economic Modeling Specialists International** (Moscow, ID), a sole source vendor, for the period beginning January 1, 2017 through December 31, 2019, at a total amount of \$72,500.00. The three year agreement amounts are as follows: first year - \$25,500.00, second year - \$22,500.00, third year - \$22,500.00, and travel expenses of \$2,000.00 (if needed).

Purpose – Enrollment Services is requesting the purchase of career coach services to help drive student success by connecting current and prospective students to career pathways, and career pathways to programs offered.

Justification and Benefits – It will enable students to research their career interests, evaluate those options based on trends in the economy, find an education path that best fits their needs, and apply for that degree.

Funds for this expenditure are budgeted in the Enrollment Services budget for FY 2016 – 2017.

8) Computers, Laptops, and Printers (Purchase)

Purchase of computers, laptops, and printers from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and **HP, Inc.** (Palo Alto, CA), in the total amount of \$54,220.33.

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

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

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

- Systems being requested meet the South Texas College standard configuration
- The new systems will replace an older model (5+ years and out of warranty)
- Software requirements exceed the system capacity

The purchases can be summarized as follows:

- Staff Computers
 - ⇒ 1 Computer for Academic Advancement
 - ⇒ 1 Computer for Division of Nursing and Allied Health
 - ⇒ 1 Computer for Accountability, Risk, and Compliance
 - ⇒ 2 Computers for Compliance Management
- Dispatch Area Computers
 - ⇒ 5 Computers for Campus Police
- Student Check-out Laptops
 - ⇒ 10 Laptops for Educational Technologies Maintenance and Replacement
- Student-Lab Laptops
 - ⇒ 12 Laptops for Physics Program
- Printers
 - ⇒ 5 Printers for Learning Commons and Open Labs

Funds for these expenditures are budgeted in the requesting department budgets for FY 2016 - 2017 as follows: Academic Advancement, Division of Nursing and Allied Health, Accountability, Risk, and Compliance, Compliance Management, Campus Police, Educational Technologies Maintenance and Replacement, Physics, and Learning Commons and Open Labs.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the awards for proposals, purchases, and the renewal as listed below:

A. Awards

B. Instructional Items

C. Non- Instructional Items

D. Technology Items

E. Awards

- 1) **Cargo Vans (Awards):** award the proposal for cargo vans to **Boggus Motor Sales II, LLC.** (McAllen, TX), at a total amount of \$158,116.00;
- 2) **Graduation Caps and Gowns (Award):** award the proposal for graduation caps and gowns to **Jostens, Inc.** (Minneapolis, MN), for the period beginning February 1, 2017 through January 31, 2018 with two one-year options to renew, at an estimated cost of \$55,000.00;
- 3) **Law Enforcement Vehicles (Award):** award the proposal for law enforcement vehicles at a total amount of \$93,084.00 to the following vendors:
 - **Caldwell Country Chevrolet** (Caldwell, TX) - \$31,445.00
 - **Rockdale Country Ford** (Caldwell, TX) - \$61,639.00
- 4) **Security Cameras (Award):** award the proposal for security cameras to **Security Solutions of DFW** (Dallas, TX), at a total amount of \$158,020.00;

F. Instructional Items

- 5) **Firearm Simulator (Purchase):** purchase a firearm simulator from **Safeware-Mallory** (Landover, MD), a U. S. Communities Government Purchasing Alliance approved vendor, at a total amount of \$225,072.23;

G. Non – Instructional Items

- 6) **Moving Services (Renewal):** renew the moving services contracts for the period beginning February 24, 2017 through February 23, 2018, at an estimated amount of \$240,000.00. The vendors are as follows:
- **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
 - **Groves Moving & Storage** (Harlingen, TX)

H. Technology

- 7) **Career Coach Services (Purchase):** purchase career coach services from **Economic Modeling Specialists International** (Moscow, ID), a sole source vendor, for the period beginning January 1, 2017 through December 31, 2019, at a total amount of \$72,500.00. The three year agreement amounts are as follows: first year - \$25,500.00, second year - \$22,500.00, third year - \$22,500.00, and travel expenses of \$2,000.00 (if needed);
- 8) **Computers, Laptops, and Printers (Purchase):** purchase of computers, laptops, and printers from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and **HP, Inc.** (Palo Alto, CA), in the total amount of \$54,220.33.

The following Minute Order is proposed for consideration by the Board of Trustees:
The Board of Trustees approves and authorizes all award of proposals, purchases, and the renewal as presented.

Approval Recommended:

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

Review and Action as Necessary on 2016 Tax Roll/Levy for Hidalgo and Starr Counties

Approval of the 2016 Tax Roll/Tax Levy for Hidalgo and Starr Counties is requested.

Purpose – The Hidalgo County Tax Assessor-Collector and the Starr County Tax Assessor-Collector have provided the 2016 Tax Roll Totals for approval by the College’s governing body.

Justification - The 2016 Tax Roll/Tax Levy for Hidalgo and Starr Counties requires approval from the governing body 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.”

Background - Mr. Pablo “Paul” Villarreal, Jr., RTA, Assessor-Collector of Hidalgo County and Mr. Juan M. Cantu, TAC, 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 \$63,195,312.69.

The comparison from the 2015 to 2016 tax roll by county is as follows:

	Hidalgo County	Starr County	Total
2015	\$ 56,408,070.41	\$ 3,871,198.83	\$ 60,279,269.24
2016	59,701,217.59	3,494,095.10	63,195,312.69
Increase/Decrease	\$ 3,293,147.18	\$ (377,103.73)	\$ 2,916,043.45

Enclosed Documents - The 2016 Tax Roll Totals documents from each county follows in the packet for the Board’s information and review.

The Finance, Audit, and Human Resources Committee recommended Board approval of the 2016 Tax Roll/Tax Levy for Hidalgo and Starr Counties as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the 2016 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 approves and authorizes the 2016 Tax Roll/Tax Levy for Hidalgo and Starr Counties as presented.

Approval Recommended:

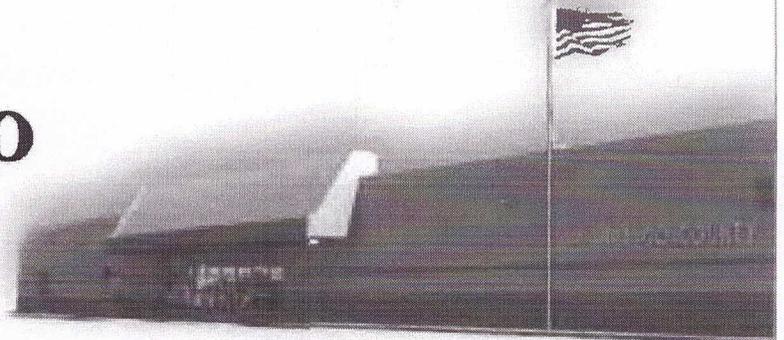
Shirley A. Reed, M.B.A., Ed.D.
President

South Texas College
2016 Tax Roll/Tax Levy
Fiscal Year 2016 - 2017

	Hidalgo County	Starr County	Total
Land	\$ 16,022,677,497.00	\$ 1,675,464,290.00	\$ 17,698,141,787.00
Improvements	21,940,224,218.00	767,972,730.00	22,708,196,948.00
Personal Property	4,234,965,502.00	94,495,610.00	4,329,461,112.00
Minerals & Utility Rolls	263,660,273.00	1,095,955,880.00	1,359,616,153.00
Autos	-	-	-
Less:	-	-	-
Market Value Lost	-	-	-
Market Efferrment	-	-	-
Starr County	-	-	-
Gross - Total Market Value	\$ 42,461,527,490.00	\$ 3,633,888,510.00	\$ 46,095,416,000.00
Total Homestead Cap Adjustment	182,148,903.00	15,220,080.00	197,368,983.00
AG Exclusion	3,830,593,655.00	1,198,364,120.00	5,028,957,775.00
	-	-	-
Total Assessed	\$ 38,448,784,932.00	\$ 2,420,304,310.00	\$ 40,869,089,242.00
Less Exemptions:			
Total Exempt Property	4,694,188,539.00	85,605,920.00	4,779,794,459.00
Abatement	-	415,511,091.00	415,511,091.00
Ag Use	-	-	-
Homestead	-	-	-
Old Age	-	-	-
Disable Persons	-	-	-
Vet Full Exemption	157,810,968.00	3,177,860.00	160,988,828.00
Disable Veteran (Part)	33,986,798.00	1,875,020.00	35,861,818.00
House Bill 366	48,359.00	-	48,359.00
Freeport	425,052,995.00	-	425,052,995.00
Pollution	85,749,123.00	-	85,749,123.00
CHDO Exemption	10,147,514.00	-	10,147,514.00
FTZ CBD TRM CHA VAL	-	-	-
Prorated value	-	-	-
Primarily CHRTBLE	2,185,147.00	-	2,185,147.00
Total Deferred	-	-	-
Total Full Exemptions	51,532,568.00	-	51,532,568.00
Total Exemptions	\$ 5,460,702,011.00	\$ 506,169,891.00	\$ 5,966,871,902.00
2016 Taxable Value	32,988,082,921.00	1,914,134,419.00	34,902,217,340.00
2016 Tax Levy (Rate = 0.1850 / 100)	\$ 61,027,953.40	\$ 3,541,148.68	\$ 64,569,102.08
2016 Taxable Value	\$ 32,988,082,921.00	\$ 1,914,134,419.00	\$ 34,902,217,340.00
Frozen Taxable	(3,004,226,436.00)	(118,378,460.00)	(3,122,604,896.00)
Net Taxable Value	\$ 29,983,856,485.00	\$ 1,795,755,959.00	\$ 31,779,612,444.00
Tax Rate	0.1850	0.1850	0.1850
Levy (Before Frozen Levy Loss)	\$ 55,470,134.50	\$ 3,322,148.52	\$ 58,792,283.02
Unfrozen Levy Amount	5,557,820.68	219,000.15	5,776,820.83
Levy Loss due to Freeze	(1,388,307.81)	(45,017.48)	(1,433,325.29)
Frozen Levy Amount	4,169,512.87	173,982.67	4,343,495.54
Late AG	-	-	-
Late Rendition Amount	61,549.32	-	61,549.32
Adjustments	43.58	-	43.58
Rounding	(22.68)	(2,036.09)	(2,058.77)
Total Levy Amount	\$ 59,701,217.59	\$ 3,494,095.10	\$ 63,195,312.69
	0.94	0.06	1.00
Percentages			
M&O 0.1400 / 0.1850 = 75.68%	\$ 45,179,299.80	\$ 2,644,180.23	\$ 47,823,480.03
I&S 0.0450 / 0.1850 = 24.32%	14,521,917.79	849,914.87	15,371,832.66
Total	\$ 59,701,217.59	\$ 3,494,095.10	\$ 63,195,312.69

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

November 9, 2016

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

Dear Ms. Reed,

Enclosed please find the 2016 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., PCC
Hidalgo County Tax Assessor-Collector

Xc: Hon. Ray Eufrazio,
Hidalgo County Auditor



2804 S. Bus. Hwy 281 • Edinburg, Texas 78539

SOUTH TEXAS COLLEGE

ENTITY

The Following information is furnished as requested.

NOTE: IT IS IMPORTANT YOU COMPLETE EACH SECTION SEPARATELY.

Itemized 2016 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 2016 \$ 0.185

Total TAX LEVY FOR 2016 \$ 59,701,217.59

Effective Tax Rate 2016 \$ 0.1802

Rollback Tax Rate 2016 \$ 0.1961

Average Residential Value 2016 \$ 95,552

Oct 11, 2016

DATE

Pablo + Jane Villalobos Jr.

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 2016
 JURISDICTION 55

EXEMPT VALUE (EXXV)	0	TOTAL PARCELS	335,407
AG EXCLUSION	3,830,439,988	TOTAL MARKET VALUE	42,461,527,490
HS CAPPED AMOUNT	182,148,903	TOTAL EXEMPT PROPERTY	- 9,473,444,569
ABATED AMOUNT	0	TAXABLE VALUE	= 32,988,082,921
FREEMPORT VALUE	425,052,995	TAX RATE PER \$100	* 0.1850
HB366 VALUE	48,359	LEVY (Before Frozen Levy Loss)	= 61,027,953.40
POLLUTION VALUE	85,749,123	LEVY LOSS DUE TO FREEZE	- 1,388,307.81
CHDO EXEMPTION	10,147,514	LATE AG	+ 0.00
PRO CHARITABLE ORG	1,288,328	LATE RENDITION	+ 61,549.32
PRO CHARITBLE FUNCT	83,184	LEVY	= 59,701,194.91
VETERAN FULL EXEMP	157,810,968	TOTAL LEVY (From TC502)	= 59,701,217.59
HOMESTEAD OVER 65 HOMESTEAD EXEMPTION	0	VARIANCE	+/- -22.68
OVER 65 HOMESTEAD SURVIVING SPOUCE	0		
DISABLED	0		
VETERAN EXEMPTIONS	33,785,717		
TIMBER EXCLUSION	153,667		
PRORATED EXXV	4,615,273,160		
PRORATED EXXA	5,858		
PRO MISC EXEMPTS	31,779,317		
PRO YOUTH ASSOC	662,963		
PRO SCHOOLS	28,610,349		
EXEMPT	51,532,568		
PRO NON PROFIT	15,513,642		
CHARITABLE ORG	2,185,147		
VET CHARITABLE HS DP	201,081		
PRORATED EXXL	971,738		
TOTAL EXEMPT PROPERTY	9,473,444,569		

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

Jurisdiction: 55 SOUTH TEXAS COLLEGE

CAD Seq.: 274906
 Tax Rate: 0.1850000
 State Hom: 0
 State O65: 0
 Disabled: 0

Total Parcels: 335,407
 Market Value: 42,461,527,490
 AG Exclusion Count: 20,774
 Timber Exclusion Count: 1
 HS Capped Count: 20,665
 Assessed Value: 38,448,784,932

AG Exclusion Amt: 3,830,439,988
 Timber Exclusion Amt: 153,667
 HS Capped Amt: 182,148,903
 Exempt Count/Amt: 314
 Pollution Control Count/Amt: 29
 Hb366 Count/Amt: 203
 Freport Count/Amt: 186
 Prorated-Exxi Count/Amt: 4
 Prorated-Exxx Count/Amt: 8,578
 100% Exempt Vet Count/Amt: 1,480
 Pro Misc Exempts Count/Amt: 30
 Pro Youth Associations Count/Amt: 1

Prorated-Exxa Count/Amt: 1
 Pro Non Profit Count/Amt: 86
 Pro Charitable Functions Count/Amt: 2
 Chdo Count/Amt: 9
 Pro Charitable Org Count/Amt: 27
 Pro Schools Count/Amt: 23
 Charitable Org Count/Amt: 14
 Vet Charitable Homestead Disability Count/Amt: 2

State Homestead Amt: 0
 Local Homestead Amt: 0
 State Over 65 Amt: 0
 Local Over 65 Amt: 0
 Surviving Spouse Amt: 0
 State Disabled Amt: 0
 Local Disabled Amt: 0
 Total VET Amt: 33,785,717
 *VET Surviving Spouse Amt: 2,206,460

Partial Exempt Values: 33,785,717
 Taxable Value: 32,988,082,921
 Total Levy Amt: 59,701,217,59
 Late Rendition Penalty Count: 8,236
 Frozen Account Count: 42,958
 Frozen Homesite Value: 3,112,819,557
 Frozen Taxable Value: 3,004,226,436
 Unfrozen Levy Amt: 5,557,820,68
 Frozen Levy Amt: 4,169,512.87
 Frozen Levy Loss Amt: 1,388,307.81
 Total Non-Exempt Parcel Count: 335,093

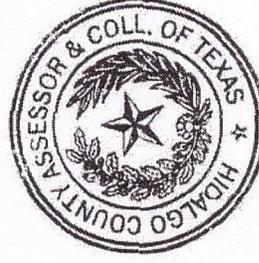
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 Opt Disabled: 0
 5,858
 15,513,642
 83,184
 10,147,514
 1,288,328
 28,610,349
 2,185,147
 201,081
 61,549.32

CERTIFIED TAX ROLL AS OF OCTOBER 1, 2016

TAX ASSESSMENT ROLLS OF SOUTH TEXAS COLLEGE FOR THE YEAR 2016 SHOW THE FOLLOWING SUMMARIES:

ROLL	NUMBER ACCTS	MARKET VALUE	TAXABLE VALUE	FREEZE LOSS	TOTAL LEVY
REAL PROPERTY	297,034	37,948,957,623	29,062,790,030	1,359,196.36	52,406,983.50
PERSONAL PROPERTY	38,373	4,512,569,867	3,925,292,891	29,111.45	7,294,234.09
MOBILE HOME PROPERTY	0	0	0	.00	.00
MINERAL PROPERTY	0	0	0	.00	.00
OTHER PROPERTY	0	0	0	.00	.00
TOTAL	335,407	42,461,527,490	32,988,082,921	1,388,307.81	59,701,217.59

RATE OF TAXATION ASSESSMENT RATIO 100%
TOTAL TAX RATE 00.185000



PABLO (PAUL) VILLARREAL JR., PCC
TAX ASSESSOR - COLLECTOR HIDALGO COUNTY

BY: *Pablo Villarreal Jr.*

2016 CERTIFIED TOTALS

Property Count: 335,407

JCC - SOUTH TEXAS COLLEGE
ARB Approved Totals

7/23/2016 1:44:30AM

Land		Value				
Homesite:		3,239,289,779				
Non Homesite:		8,771,113,693				
Ag Market:		4,012,120,067				
Timber Market:		153,958		Total Land	(+)	16,022,677,497
Improvement		Value				
Homesite:		8,478,749,252				
Non Homesite:		13,461,474,966		Total Improvements	(+)	21,940,224,218
Non Real		Count	Value			
Personal Property:	23,864	4,234,965,502				
Mineral Property:	8,934	263,660,273				
Autos:	0	0		Total Non Real	(+)	4,498,625,775
				Market Value	=	42,461,527,490
Ag	Non Exempt	Exempt				
Total Productivity Market:	4,012,274,025	0				
Ag Use:	181,680,079	0		Productivity Loss	(-)	3,830,593,655
Timber Use:	291	0		Appraised Value	=	38,630,933,835
Productivity Loss:	3,830,593,655	0		Homestead Cap	(-)	182,148,903
				Assessed Value	=	38,448,784,932
				Total Exemptions Amount	(-)	5,460,702,011
				(Breakdown on Next Page)		
				Net Taxable	=	32,988,082,921

Freeze	Assessed	Taxable	Actual Tax	Ceiling	Count		
DP	485,860,654	469,445,685	658,203.60	680,266.12	7,521		
DPS	2,859,525	2,706,122	3,876.52	4,540.46	41		
OV65	2,751,685,775	2,656,738,544	3,657,610.61	3,738,535.00	37,082		
Total	3,240,405,954	3,128,890,351	4,319,690.73	4,423,341.58	44,644	Freeze Taxable	(-) 3,128,890,351
Tax Rate	0.185000						
						Freeze Adjusted Taxable	= 29,859,192,570

APPROXIMATE LEVY = (FREEZE ADJUSTED TAXABLE * (TAX RATE / 100)) + ACTUAL TAX
 59,559,196.98 = 29,859,192,570 * (0.185000 / 100) + 4,319,690.73

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

2016 CERTIFIED TOTALS

Property Count: 335,407

JCC - SOUTH TEXAS COLLEGE
ARB Approved Totals

7/23/2016

1:45:01AM

Exemption Breakdown

Exemption	Count	Local	State	Total
AB	1	0	0	0
CH	14	2,185,147	0	2,185,147
CHODO (Partial)	9	10,147,514	0	10,147,514
DP	7,605	0	0	0
DPS	42	0	0	0
DV1	777	0	6,841,054	6,841,054
DV1S	44	0	220,000	220,000
DV2	467	0	4,419,648	4,419,648
DV2S	18	0	135,000	135,000
DV3	561	0	6,002,202	6,002,202
DV3S	24	0	240,000	240,000
DV4	1,233	0	14,316,353	14,316,353
DV4S	135	0	1,611,460	1,611,460
DVCH	2	0	201,081	201,081
DVHS	1,388	0	149,588,423	149,588,423
DVHSS	92	0	8,222,545	8,222,545
EN	1	0	0	0
EX	314	0	51,532,568	51,532,568
EX-XA	1	0	5,858	5,858
EX-XD	27	0	1,288,328	1,288,328
EX-XG	2	0	83,184	83,184
EX-XI	1	0	662,963	662,963
EX-XJ	23	0	28,610,349	28,610,349
EX-XL	4	0	971,738	971,738
EX-XR	86	0	15,513,642	15,513,642
EX-XU	30	0	31,779,317	31,779,317
EX-XV	8,577	0	4,615,267,956	4,615,267,956
EX-XV (Prorated)	1	0	5,204	5,204
EX366	204	0	48,359	48,359
FR	186	425,052,995	0	425,052,995
HS	123,317	0	0	0
OV65	36,010	0	0	0
OV65S	2,140	0	0	0
PC	29	85,749,123	0	85,749,123
Totals		523,134,779	4,937,567,232	5,460,702,011

STARR COUNTY TAX
ASSESSOR & COLLECTOR
100 N. FM 3167 Suite 201
Rio Grande City, TX 78582



PH: (956) 716-4800
FAX: (956) 716-8178
EMAIL: JMCANTU@CO.STARR.TX.US

November 4, 2016

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

Dear Dr. Reed:

Please find enclosed the 2016 Tax Roll totals for your district.

Please place this on the agenda for 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 out office.



COUNTY OF STARR
JUAN M. CANTU
TAX ASSESSOR-COLLECTOR

Sincerely,

A handwritten signature in blue ink that reads "Juan M. Cantu".

Juan M. Cantu, TAC
Starr County Tax Assessor/Collector



2016 Starr County Tax Levy

Entity	Tax Levy
County (M&O)	\$10,518,323.25
Farm to Market/Flood Control	\$5,333,789.13
Interest & Sinking Fund	\$233,035.66
Starr County Drainage District	\$233,035.66
Hospital District	\$5,309,221.68
STC (S1&S2)	\$3,494,095.10
City of Escobares	\$116,879.23



COUNTY OF STARR
JUAN M. CANTU
TAX ASSESSOR-COLLECTOR

A handwritten signature in blue ink that reads "Juan M. Cantu".

Juan M. Cantu, Interim TAC
Starr County Tax Office

Category		Value	Items	Exempt Value		
Land - Homesite	(+)	116,239,260	15,474	411,570		
Land - Non Homesite	(+)	293,088,600	19,737	62,768,040		
Land - Productivity Market	(+)	1,265,869,840	12,831	0		
Land - Income	(+)	266,590	1	0		
Total Land Market Value	(=)	1,675,464,290	48,043		Total Land Market Value	(+) 1,675,464,290
Improvements - Homesite	(+)	565,510,680	17,253	2,979,500		
New Improvements - Homesite	(+)	16,750,710	839	83,690		
Improvements - Non Homesite	(+)	179,255,440	3,630	12,799,300		
New Improvements - Non Homesite	(+)	6,174,020	249	37,880		
Improvements - Income	(+)	281,880	1	0		
Total Improvement Value	(=)	767,972,730	21,972		Total Improvement Value	(+) 767,972,730
Personal - Homesite	(+)	2,753,800	421	0		
New Personal - Homesite	(+)	24,070	8	0		
Personal - Non Homesite	(+)	89,672,920	3,876	1,820,300		
New Personal - Non Homesite	(+)	2,044,820	121	0		
Total Personal Value	(=)	94,495,610	4,426		Total Personal Value	(+) 94,495,610
Total Real Market Value	(=)	2,537,932,630	74,441			
Mineral Value	(+)	0	0			
Mineral Value - Real	(+)	0	0			
Mineral Value - Personal	(+)	0	0			
Total Mineral Market Value	(=)	0	0		Total Mineral Market Value	(+) 0
Total Market Value	(=)	2,537,932,630			Total Market Value	(=/+) 2,537,932,630
Land Timber Gain:	(+)	0	0		Land Timber Gain:	(+) 0
Productivity Market	(+)	1,265,869,840	12,831			
Land Ag ID	(-)	48,320	33			
Land Ag IDI	(-)	67,457,400	12,797			
Land Ag Tim	(-)	0	0			
Productivity Loss:	(=)	1,198,364,120	12,830			
Less Real Exempt Property	(-)	80,900,280	1,384		Total Market Taxable:	(-) 1,198,364,120
Less \$500 Inc. Real Personal	(-)	2,590	12		(=) 1,339,568,510	
Less Real/Personal Abatements	(-)	0	0			
Less Freeport	(-)	0	0			
Less Allocation	(-)	0	0			
Less MultiUse:	(-)	0	0			
Less Goods In Transit	(-)	0	0			
Less Historical	(-)	0	0			
Less Real Protested Value	(-)	0	0		Protested % of Total Market :	0.00 %
Less 10% Cap Loss	(-)	15,220,080	1,838			
Less Disabled Veteran Charity Home Amount	(-)	0	0			
Less Mineral Exempt Property:	(-)	0	0			
Less \$500 Inc. Mineral Owner	(-)	0	0			
Less Mineral Abatements	(-)	0	0			
Less Mineral Freeports/Interstate Commerce	(-)	0	0			
Less Mineral Unknown	(-)	0	0			
Less TNRCC/Pollution Control	(-)	0	0			
Less VLA:	(-)	0	0			
Less Mineral Protested Value	(-)	0	0			
Total Losses	(=)	1,294,487,070			Total Losses	(-) 96,122,950
Total Appraised	(=)	1,243,445,560			Total Appraised	(=/+) 1,243,445,560
Exemptions						
Homestead H,S	(+)	0	0			
Senior S	(+)	0	0			
Disabled B	(+)	0	0			
DV 100%	(+)	3,177,860	65			
Total Reimbursable:	(=)	3,177,860	65			
Local Discount	(+)	0	0			
Disabled Veteran	(+)	1,875,020	206			
Optional 65	(+)	0	0			
Local Disabled	(+)	0	0			
State Homestead	(+)	0	0			
Total Exemptions:	(=)	5,052,880				
Net Taxable Value:		1,238,392,680			Net Taxable Value:	1,238,392,680

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

Total Ceiling Tax:		173,982.67	
Total Freeze Taxable:	-	118,378,460	
New Imp/Pers with Ceiling:	+	552,960	
Freeze Adjusted Taxable:	=	1,120,567,180	**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
8384	2829	0	1105	2	1	2	214	65
Total Parcels:		54,458						
Total Owners:		34,013						

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

Special Certified Totals

Exempt Value of First Time Absolute Exemption	\$1,252,610
Exempt Value of First Time Partial Exemption	\$406,940
New AG/Timber	
Market	\$276,850
Taxable	\$6,790
Value Loss	\$270,060
New Improvement/Personal	
Market	\$24,872,050
Taxable	\$24,859,900

Category Code	Items	Acres	Land	Ag/Timber	Productivity Market	Taxable Land	Improvements	Personal	Mineral	Total Market Taxable	Total Net Taxable	
A1	15,824	4,658.855	119,869,090	0	0	119,869,090	548,537,880	0	0	668,406,970	649,422,370	
A2	1,033	286.749	6,939,140	0	0	6,939,140	8,654,430	0	0	15,593,570	15,078,060	
A3	1,437	0.000	0	0	0	0	31,102,830	19,030	0	31,121,860	30,722,580	
A*	18,294	4,945.604	126,808,230	0	0	126,808,230	588,295,140	19,030	0	715,122,400	695,223,010	
B1	330	102.492	3,713,660	0	0	3,713,660	28,748,770	0	0	32,462,430	32,422,450	
B*	330	102.492	3,713,660	0	0	3,713,660	28,748,770	0	0	32,462,430	32,422,450	
C1	10,732	4,166.350	98,387,080	0	0	98,387,080	2,154,870	0	0	100,541,950	100,422,500	
C2	1	0.974	76,390	0	0	76,390	0	0	0	76,390	76,390	
C*	10,733	4,167.324	98,463,470	0	0	98,463,470	2,154,870	0	0	100,618,340	100,498,890	
D1	12,620	720,180.769	0	66,089,640	1,237,152,670	66,089,640	0	0	0	66,089,640	66,020,210	
D1O	87	16,154.717	0	1,323,210	26,687,840	1,323,210	0	0	0	1,323,210	1,323,210	
D1U	124	1,050.933	0	92,870	2,029,330	92,870	0	0	0	92,870	92,870	
D2	27	0.000	0	0	0	0	345,070	0	0	345,070	345,070	
D*	12,858	737,386.419	0	67,505,720	1,265,869,840	67,505,720	345,070	0	0	67,850,790	67,781,360	
E	4,845	28,808.298	64,185,580	0	0	64,185,580	1,894,920	0	0	66,080,500	66,023,200	
E1	394	188.853	473,720	0	0	473,720	5,700,730	0	0	6,174,450	6,174,450	
E*	5,239	28,997.151	64,659,300	0	0	64,659,300	7,595,650	0	0	72,254,950	72,197,650	
F1	1,333	769.927	52,739,780	0	0	52,739,780	124,536,720	0	0	177,276,500	177,231,980	
F2	10	0.000	0	0	0	0	308,130	0	0	308,130	308,130	
F*	1,343	769.927	52,739,780	0	0	52,739,780	124,844,850	0	0	177,584,630	177,540,110	
G1A	16	0.000	1,640	0	0	1,640	0	0	0	1,640	1,640	
G*	16	0.000	1,640	0	0	1,640	0	0	0	1,640	1,640	
J5	5	14.381	28,760	0	0	28,760	0	175,780	0	204,540	204,540	
J*	5	14.381	28,760	0	0	28,760	0	175,780	0	204,540	204,540	
L1	3,843	0.000	0	0	0	0	0	82,640,350	0	82,640,350	82,640,350	
L*	3,843	0.000	0	0	0	0	0	82,640,350	0	82,640,350	82,640,350	
M1	457	0.000	0	0	0	0	88,010	2,960,120	0	3,048,130	3,005,240	
M*	457	0.000	0	0	0	0	88,010	2,960,120	0	3,048,130	3,005,240	
S	38	0.000	0	0	0	0	0	6,877,440	0	6,877,440	6,877,440	
S*	38	0.000	0	0	0	0	0	6,877,440	0	6,877,440	6,877,440	
XB	12	0.000	0	0	0	0	0	2,590	0	2,590	0	
XV	1,384	22,768.445	63,179,610	0	0	63,179,610	15,900,370	1,820,300	0	80,900,280	0	
X*	1,396	22,768.445	63,179,610	0	0	63,179,610	15,900,370	1,822,890	0	80,902,870	0	
		54,552	799151.743	409,594,450	67,505,720	1,265,869,840	477,100,170	767,972,730	94,495,610	0	1,339,568,510	1,238,392,680

Category		Value	Items	Exempt Value		
Land - Homesite	(+)	0	0	0		
Land - Non Homesite	(+)	0	0	0		
Land - Productivity Market	(+)	0	0	0		
Land - Income	(+)	0	0	0		
Total Land Market Value	(=)	0	0	Total Land Market Value	(+)	0
Improvements - Homesite	(+)	0	0	0		
New Improvements - Homesite	(+)	0	0	0		
Improvements - Non Homesite	(+)	0	0	0		
New Improvements - Non Homesite	(+)	0	0	0		
Improvements - Income	(+)	0	0	0		
Total Improvement Value	(=)	0	0	Total Improvement Value	(+)	0
Personal - Homesite	(+)	0	0	0		
New Personal - Homesite	(+)	0	0	0		
Personal - Non Homesite	(+)	0	0	0		
New Personal - Non Homesite	(+)	0	0	0		
Total Personal Value	(=)	0	0	Total Personal Value	(+)	0
Total Real Market Value	(=)	0	0			
Mineral Value	(+)	228,262,980	20,963			
Mineral Value - Real	(+)	868,072,780	630			
Mineral Value - Personal	(+)	0	0			
Total Mineral Market Value	(=)	1,096,335,760	21,593	Total Mineral Market Value	(+)	1,096,335,760
Total Market Value	(=)	1,096,335,760		Total Market Value	(=/+)	1,096,335,760
Land Timber Gain:	(+)	0	0	Land Timber Gain:	(+)	0
Productivity Market	(+)	0	0			
Land Ag ID	(-)	0	0			
Land Ag ID1	(-)	0	0			
Land Ag Tim	(-)	0	0			
Productivity Loss:	(=)	0	0			
Less Real Exempt Property	(-)	0	0	Total Market Taxable:	(=)	1,096,335,760
Less \$500 Inc. Real Personal	(-)	0	0			
Less Real/Personal Abatements	(-)	0	0			
Less Freeport	(-)	0	0			
Less Allocation	(-)	0	0			
Less MultiUse:	(-)	0	0			
Less Goods In Transit	(-)	0	0			
Less Historical	(-)	0	0			
Less Real Protested Value	(-)	0	0	Protested % of Total Market :	0.04 %	
Less 10% Cap Loss	(-)	0	0			
Less Disabled Veteran Charity Home Amount	(-)	0	0			
Less Mineral Exempt Property:	(-)	4,361,860	87			
Less \$500 Inc. Mineral Owner	(-)	341,190	4,154			
Less Mineral Abatements	(-)	0	0			
Less Mineral Freeports/Interstate Commerce	(-)	0	0			
Less Mineral Unknown	(-)	0	0			
Less TNRCC/Pollution Control	(-)	0	0			
Less VLA:	(-)	0	0			
Less Mineral Protested Value	(-)	379,880	7			
Total Losses	(=)	5,082,930		Total Losses	(-)	5,082,930
Total Appraised	(=)	1,091,252,830		Total Appraised	(=/+)	1,091,252,830
Exemptions						
Homestead H,S	(+)	0	0			
Senior S	(+)	0	0			
Disabled B	(+)	0	0			
DV 100%	(+)	0	0			
Total Reimbursable:	(=)	0	0			
Local Discount	(+)	0	0			
Disabled Veteran	(+)	0	0			
Optional 65	(+)	0	0			
Local Disabled	(+)	0	0			
State Homestead	(+)	0	0			
Total Exemptions:	(=)	0				
Net Taxable Value:		1,091,252,830		Net Taxable Value:		1,091,252,830

**** 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: =	1,091,252,830 **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
Total Parcels:		21,593						
Total Owners:		5,297						

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

Special Certified Totals

- Exempt Value of First Time Absolute Exemption
- Exempt Value of First Time Partial Exemption
- New AG/Timber
 - Market
 - Taxable
 - Value Loss
- New Improvement/Personal
 - Market
 - Taxable

Category Code	Items	Acres	Land	Ag/Timber	Productivity Market	Taxable Land	Improvements	Personal	Mineral	Total Market Taxable	Total Net Taxable
F2	11	0.000	0	0	0	0	0	0612,938,510	612,938,510	612,938,510	612,938,510
F*	11	0.000	0	0	0	0	0	0612,938,510	612,938,510	612,938,510	612,938,510
G1	16,812	0.000	0	0	0	0	0	0227,922,380	227,922,380	223,560,520	223,560,520
G*	16,812	0.000	0	0	0	0	0	0227,922,380	227,922,380	223,560,520	223,560,520
J2	3	0.000	0	0	0	0	0	071,160	71,160	71,160	71,160
J3	36	0.000	0	0	0	0	0	077,696,440	77,696,440	77,696,440	77,696,440
J4	66	0.000	0	0	0	0	0	013,643,690	13,643,690	13,643,690	13,643,690
J6	203	0.000	0	0	0	0	0	0105,436,810	105,436,810	105,436,810	105,436,810
J7	4	0.000	0	0	0	0	0	04,160,560	4,160,560	4,160,560	4,160,560
J8	90	0.000	0	0	0	0	0	020,113,540	20,113,540	20,113,540	20,113,540
J*	402	0.000	0	0	0	0	0	0221,122,200	221,122,200	221,122,200	221,122,200
L1	10	0.000	0	0	0	0	0	0602,120	602,120	602,120	602,120
L2	204	0.000	0	0	0	0	0	033,409,360	33,409,360	33,409,360	33,409,360
L*	214	0.000	0	0	0	0	0	034,011,480	34,011,480	34,011,480	34,011,480
XC	4,154	0.000	0	0	0	0	0	0341,190	341,190	0	0
X*	4,154	0.000	0	0	0	0	0	0341,190	341,190	0	0
		21,593	0.000	0	0	0	0	0,096,335,760	1,096,335,760	1,091,632,710	1,091,632,710

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.

Purpose – The Hidalgo County Appraisal District and the Starr County Appraisal District perform property valuation assessments for taxes imposed during the tax year. The College’s allocated cost for property valuation services is provided annually.

Justification - 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.

Background - 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 2016 estimated allocations, per the District’s budgets, are \$598,928.00 for Hidalgo County Appraisal District and \$93,568.00 for Starr County Appraisal District, for a total of \$692,496.00. The first quarterly invoice is due by December 31, 2016 for Starr County and by February 2, 2017 for Hidalgo County.

The Tax Year 2016 allocations changed from the Tax Year 2015 allocations as follows:

	<u>Hidalgo County</u>	<u>Starr County</u>	<u>Total</u>
2015	\$ 599,139.00	\$ 101,082.80	\$ 700,221.80
2016	598,928.00	93,568.00	692,496.00
Increase/Decrease	<u>\$ (211.00)</u>	<u>\$ (7,514.80)</u>	<u>\$ (7,725.80)</u>

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

Funding Source – Funds for these expenditures are budgeted in the Hidalgo Appraisal/Collection Fee budget and the Starr Appraisal/Collection Fee budget for FY 2016-2017.

Enclosed Documents – The 2017 allocation payments for Tax Year 2016 follows in the packet for the Board's information and review.

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

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 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

**2017 OFFICIAL
ENTITY ASSESSMENT**

ENTITY:	2016 Tax Levied	2016 Percent	2017 Projected Assessment	Quarterly Amount
<u>Cities:</u>				
Alamo	\$3,253,269	0.40%	\$ 32,637.00	\$ 8,159.25
Alton	\$1,714,003	0.21%	\$ 17,195.00	\$ 4,298.75
Donna	\$4,815,163	0.59%	\$ 48,306.00	\$ 12,076.50
Edcouch	\$474,075	0.06%	\$ 4,756.00	\$ 1,189.00
Edinburg	\$25,928,498	3.18%	\$ 260,117.00	\$ 65,029.25
Elsa	\$1,474,408	0.18%	\$ 14,791.00	\$ 3,697.75
Granjeno	\$18,753	0.00%	\$ 188.00	\$ 47.00
Hidalgo	\$2,063,115	0.25%	\$ 20,697.00	\$ 5,174.25
La Joya	\$720,201	0.09%	\$ 7,226.00	\$ 1,806.50
La Villa	\$444,776	0.05%	\$ 4,462.00	\$ 1,115.50
McAllen	\$42,519,989	5.21%	\$ 426,564.00	\$ 106,641.00
Mercedes	\$4,066,335	0.50%	\$ 40,793.00	\$ 10,198.25
Mission	\$20,104,913	2.46%	\$ 201,694.00	\$ 50,423.50
Palmview	\$2,021,047	0.25%	\$ 20,276.00	\$ 5,069.00
Penitas	\$1,054,274	0.13%	\$ 10,576.00	\$ 2,644.00
Progreso	\$603,160	0.07%	\$ 6,051.00	\$ 1,512.75
Pharr	\$17,456,074	2.14%	\$ 175,121.00	\$ 43,780.25
San Juan	\$6,638,278	0.81%	\$ 66,596.00	\$ 16,649.00
Sullivan City	\$410,132	0.05%	\$ 4,114.00	\$ 1,028.50
Weslaco	\$11,478,848	1.41%	\$ 115,157.00	\$ 28,789.25
Entity Totals	\$147,259,311	18.05%	\$ 1,477,317.00	\$ 369,329.25
<u>Schools:</u>				
Donna	\$15,236,606	1.87%	\$ 152,855.00	\$ 38,213.75
Edcouch-Elsa	\$3,853,840	0.47%	\$ 38,662.00	\$ 9,665.50
Edinburg	\$69,661,093	8.54%	\$ 698,846.00	\$ 174,711.50
Hidalgo	\$7,144,768	0.88%	\$ 71,677.00	\$ 17,919.25
La Joya	\$29,094,600	3.57%	\$ 291,880.00	\$ 72,970.00
La Villa	\$1,313,459	0.16%	\$ 13,177.00	\$ 3,294.25
Lyford	\$123,381	0.02%	\$ 1,238.00	\$ 309.50
McAllen	\$78,984,670	9.68%	\$ 792,382.00	\$ 198,095.50
Mercedes	\$6,608,633	0.81%	\$ 66,298.00	\$ 16,574.50
Mission	\$25,801,875	3.16%	\$ 258,847.00	\$ 64,711.75
Monte Alto	\$1,223,325	0.15%	\$ 12,273.00	\$ 3,068.25
PSJA	\$56,528,231	6.93%	\$ 567,096.00	\$ 141,774.00
Progreso	\$2,072,937	0.25%	\$ 20,796.00	\$ 5,199.00
Sharyland	\$41,769,062	5.12%	\$ 419,031.00	\$ 104,757.75
So Tx College	\$59,701,218	7.32%	\$ 598,928.00	\$ 149,732.00
South Texas ISD	\$16,452,859	2.02%	\$ 165,057.00	\$ 41,264.25
Valley View	\$7,042,210	0.86%	\$ 70,648.00	\$ 17,662.00
Weslaco	\$24,363,529	2.99%	\$ 244,417.00	\$ 61,104.25
Entity Total	\$446,976,295	54.80%	\$ 4,484,108.00	\$ 1,121,027.00
GRAND TOTALS	\$ 815,674,311	100%	\$ 8,182,915.00	\$ 2,045,728.75
BUDGET TOTAL			\$ 8,182,915.00	\$ 2,045,728.75

**2017 OFFICIAL
ENTITY ASSESSMENT**

ENTITY:	2016 Tax Levied	2016 Percent	2017 Projected Assessment	Quarterly Amount
Hidalgo County	\$189,038,466	23.18%	\$ 1,896,450.00	\$ 474,112.50
Drainage Dist.#1	\$30,232,354	3.71%	\$ 303,293.00	\$ 75,823.25
Entity Totals	<u>\$219,270,820</u>	26.88%	<u>\$ 2,199,743.00</u>	<u>\$ 549,935.75</u>
 <u>Fire Districts:</u>				
EMS District #1	\$163,628	0.02%	\$ 1,641.00	\$ 410.25
EMS District #2	\$303,767	0.04%	\$ 3,047.00	\$ 761.75
EMS District #3	\$492,821	0.06%	\$ 4,944.00	\$ 1,236.00
EMS District #4	\$206,267	0.03%	\$ 2,069.00	\$ 517.25
Entity Totals	<u>\$1,166,483</u>	0.14%	<u>\$ 11,701.00</u>	<u>\$ 2,925.25</u>
 <u>Irrigation Districts:</u>				
Donna #1	\$537,163	0.07%	\$ 5,389.00	\$ 1,347.25
Delta Lake	\$395,427	0.05%	\$ 3,967.00	\$ 991.75
Kennedy Co GCD	\$1,319	0.0002%	\$ 13.00	\$ 3.25
Brush Country GCD	\$589	0.00007%	\$ 6.00	\$ 1.50
Red Sands GCD	\$66,904	0.01%	\$ 671.00	\$ 167.75
Entity Totals	<u>\$1,001,402</u>	0.12%	<u>\$ 10,046.00</u>	<u>\$ 2,511.50</u>



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

Arturo S. Perez, Chairman
Eduardo Ramirez, Secretary
Eloy Garza, Member
Raul Pena Jr., Member
Daniel J. Garcia., Member

ROSALVA GUERRA
CHIEF APPRAISER

NOVEMBER 02, 2016
ALLOCATIONS FOR 2017

<u>ENTITY</u>	<u>TAX LEVY</u>	<u>ALLOCATION %</u>	<u>ENTITY ALLOCATION FOR 2017</u>
RIO GRANDE CITY C.I.S.D.	\$21,529,018.94	.3683	\$576,272.46
SAN ISIDRO I.S.D	\$ 1,963,799.98	.0336	\$ 52,573.32
ROMA I.S.D	\$ 6,434,667.55	.1101	\$172,271.51
STARR COUNTY (I&S & FM/FC& STARR CO DRAINAGE DIST)	\$16,318,183.70	.2792	\$436,859.27
STARR COUNTY HOSP.	\$ 5,309,221.68	.0908	\$142,073.15
SOUTH TEXAS COLLEGE	\$ 3,494,095.10	.0598	\$ 93,568.00
CITY OF ROMA	\$ 943,807.45	.0161	\$ 25,191.38
CITY OF R.G.C.	\$ 2,341,149.00	.0401	\$ 62,743.76
CITY OF ESCOBARES	\$ 116,879.23	.0020	\$ 3,129.36
	\$ 58,450,822.63	100%	\$ 1,564,682.21

Note Formula: $\frac{\text{Entity Levy}}{\text{Total Tax Levy}} = \text{Allocation \%}$

Total Appraisal District Budget x Allocation % = Entity Allocation Amount for 2017.
 (1,564,682.21 x % = Allocation)

Respectfully,

Rosalva Guerra, Chief Appraiser
 Starr County Appraisal District

Review and Action as Necessary on Tuition and Fees Schedules for FY 2017 – 2018

- 1) Student Tuition and Fees
- 2) Dual Credit Tuition and Fees for Students Sponsored by Partnering School Districts
- 3) Employee Fees
- 4) Other (Non-Student/Non-Employee) Fees

Approval of revised Tuition and Fees Schedules for FY 2017 - 2018 for students, dual credit students sponsored by partnering school districts, employees, and other (non-student/non-employee) is requested.

The recommended changes for FY 2017 - 2018 are as follows:

1) Student Tuition and Fees

- Differential tuition per credit hour:
 - ⇒ Increase Emergency Medical Technology fee from \$35.00 to \$40.00
- Revise description of In-district and Out-of-district Independent Dual Credit students to clarify Independent Dual Credit applies to home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College.
 - ⇒ Increase the Out-of-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College from \$78.00 to \$80.00
- Independent Dual Credit Fees:
 - ⇒ In-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College will be charged all fees as applicable and fees will not be waived.
 - ⇒ Out-of-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College will be charged all fees as applicable and fees will not be waived.
- Mandatory Fees:
 - ⇒ Increase Student Activity Fee per credit hour from \$2.00 to \$4.00
- Add Dual Credit Academies Participation Fees
 - ⇒ Add Dual Credit Academies Participation Fee for Fall & Spring of \$600.00 per student per semester that will be charged to the School District, to recover costs and processing fees.
 - ⇒ Add Dual Credit Academies Participation Fee for Summer of \$50.00 per student per credit hour that will be charged to the School District, to recover costs and processing fees.
- Add Dual Credit Reimbursement of Costs:
 - ⇒ Add Reimbursement of Costs for School Districts Requesting South Texas College Faculty to teach Dual Credit Courses, to recover faculty salary, fringe benefits, mileage, and other associated costs and processing fees, per course per semester.

- **Course Fees:**
 - ⇒ Decrease Developmental Studies Fee from \$50.00 to \$29.00 for a One-time fee per semester
 - ⇒ Increase Hybrid Course Fee per credit hour from \$5.00 to \$10.00
- **Library Fees:**
 - ⇒ Revise the wording on Lost or Damaged Library Item Processing Fee to clarify the fee is per item
 - ⇒ Change the Overdue Library Book/Media Fee per day from \$0.25 to \$0.00
 - ⇒ Change the Overdue Library Reserve Item per hour from \$1.00 to \$0.00
 - ⇒ Change the Overdue Library Equipment per day from \$1.00 to \$0.00
- **Testing Fees:**
- Add a new Health Education Services Inc. (HESI) Exam Fee of \$45.00
 - ⇒ Students will register and pay fees to Elsevier Inc. for each attempt when signing up for the exam through the Market Place website. Fees will be subject to change.
- Eliminate the Collegiate Assessment of Academic Proficiency (CAAP) Exam Fee
- Add HiSET Credit By Examination (High School Equivalency Exam) Fees as follows:
 - ⇒ HiSET Exam Fee (All Five Exams – 1st and 4th Attempts) of \$125.00
 - HiSET Exam Fee – Reading only \$25.00
 - HiSET Exam Fee – Writing only \$25.00
 - HiSET Exam Fee – Math only \$25.00
 - HiSET Exam Fee – Science only \$25.00
 - HiSET Exam Fee – Social Studies only \$25.00
 - ⇒ Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees will be subject to change.
- Add HiSET Exam Retest Fees as follows:
 - ⇒ HiSET Exam Fee (All Five Exams – 2nd, 3rd, 5th and 6th Attempts)
 - HiSET Exam Fee – Reading only \$15.00
 - HiSET Exam Fee – Writing only \$15.00
 - HiSET Exam Fee – Math only \$15.00
 - HiSET Exam Fee – Science only \$15.00
 - HiSET Exam Fee – Social Studies only \$15.00
 - ⇒ Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees will be subject to change.

2) Dual Credit Tuition and Fees for Students Sponsored by Partnering School Districts:

- Differential tuition per credit hour for courses offered on a South Texas College campus or facility:
 - ⇒ Increase Emergency Medical Technology fee from \$35.00 to \$40.00
- **Course Fees:**
 - ⇒ Increase Hybrid Course Fee per credit hour from \$5.00 to \$10.00

3) Employee Fees

- Revise the wording for Lost or Damaged Library Item Processing Fee to clarify the fee is per item

4) Other (Non-Student/Non-Employee) Fees

- Revise the wording for Lost or Damaged Library Item Processing Fee to clarify the fee is per item
- Change the Overdue Library Book/Media Fee per day from \$0.25 to \$0.00

Reviewers - The revised Tuition and Fees Schedules for FY 2017 – 2018 for students, dual credit students sponsored by partnering school districts, employees, and other (non-student/non-employee) have been reviewed by staff, the President's Cabinet, and President's Administrative Staff.

The four (4) proposed Tuition and Fees Schedules for FY 2017 - 2018 follow in the packet for the Board's information and review. The revisions are highlighted in yellow.

The Finance, Audit, and Human Resources Committee recommended Board approval of the revised Tuition and Fees Schedules for FY 2017 - 2018 for students, dual credit students sponsored by partnering school districts, employees, and other (non-student/non-employee) as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the revised Tuition and Fees Schedules for FY 2017 - 2018 for students, dual credit students sponsored by partnering school districts, employees, and other (non-student/non-employee) as presented.

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

The Board of Trustees approves and authorizes the revised Tuition and Fees Schedules for FY 2017 - 2018 for students, dual credit students sponsored by partnering school districts, employees, and other (non-student/non-employee) as presented.

Approval Recommended:

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

**PROPOSED
STUDENT TUITION AND FEES FOR FY 2017-2018**

	Board Approved FY 2015-2016	Board Approved FY 2016-2017	Proposed for FY 2017-2018
FLAT RESIDENT TUITION -IN-DISTRICT HIDALGO & STARR COUNTIES PER CREDIT HOUR:			
• In-District 1 credit hour	100.00	100.00	} \$70.00
• In-District 2 credit hours	100.00	100.00	
• In-District 3 credit hours	88.00	88.00	
• In-District 4-5 credit hours	78.00	78.00	
• In-District 6-8 credit hours	73.00	73.00	
• In-District 9-11 credit hours	68.00	68.00	
• In-District 12-21 credit hours	67.00	67.00	
FLAT RESIDENT TUITION –OUT OF DISTRICT-OTHER TEXAS COUNTIES PER CREDIT HOUR:			
• Out-of-District 1 credit hour	125.00	125.00	} \$80.00
• Out-of-District 2 credit hours	125.00	125.00	
• Out-of-District 3 credit hours	103.40	103.40	
• Out-of-District 4-5 credit hours	90.40	90.40	
• Out-of-District 6-8 credit hours	83.90	83.90	
• Out-of-District 9-11 credit hours	77.40	77.40	
• Out-of-District 12-21 credit hours	76.10	76.10	
FLAT NON-RESIDENT TUITION – OUT OF STATE/INTERNATIONAL PER CREDIT HOUR:			
• Out-of-State/International 1 credit hour	200.00	225.00	} \$200.00
• Out-of-State /International 2 credit hours	100.00	225.00	
• Out-of-State /International 3 credit hours	100.00	213.00	
• Out-of-State /International 4-5 credit hours	100.00	203.00	
• Out-of-State /International 6-8 credit hours	100.00	198.00	
• Out-of-State /International 9-11 credit hours	100.00	193.00	
• Out-of-State /International 12-21 credit hours	100.00	192.00	
DIFFERENTIAL TUITION PER CREDIT HOUR:			
Biology	10.00	15.00	15.00
Chemistry	10.00	15.00	15.00
Physics	10.00	10.00	10.00
Astronomy	10.00	10.00	10.00
3000/4000 level courses	30.00	30.00	30.00
Associate Degree Nursing	50.00	50.00	50.00
Emergency Medical Technology	35.00	35.00	40.00
Occupational Therapy Assistant	40.00	40.00	40.00
Patient Care Assistant	20.00	20.00	20.00
Pharmacy Tech	40.00	40.00	40.00
Physical Therapist Assistant	40.00	40.00	40.00
Radiologic Technology/Sonography	40.00	40.00	40.00
Respiratory Therapy	40.00	40.00	40.00
Vocational Nursing	50.00	50.00	50.00
BACHELOR OF APPLIED SCIENCE IN ORGANIZATIONAL LEADERSHIP TUITION:			
Bachelor of Applied Science in Organizational Leadership Competency-Based Format For Seven Week Term	750.00	750.00	750.00

**PROPOSED
STUDENT TUITION AND FEES FOR FY 2017-2018**

	Board Approved FY 2015-2016	Board Approved FY 2016-2017	Proposed for FY 2017-2018
WORKFORCE/CONTINUING EDUCATION TUITION AND FEES:			
Workforce/Continuing Education Non-Credit Tuition per contact hour or variable tuition including zero tuition	6.00 or variable tuition	6.00 or variable tuition including zero tuition	6.00 or variable tuition including zero tuition
Workforce/Continuing Education Non-Credit Late Registration Fee	10.00	10.00	10.00
Continuing Education Installment Plan Fee	5.00	5.00	5.00
Continuing Education Non-Credit Installment Plan Late Payment Fee	10.00	10.00	10.00
Workforce/Continuing Education, Conferences/Seminars/ Summer Camps /Workshops/Customized Training/ Other Training Activities and Events	Recovery of costs and processing fees to be negotiated	Negotiated recovery of costs and processing fees including exemption of both.	Negotiated recovery of costs and processing fees including exemption of both.
INDEPENDENT DUAL CREDIT TUITION AND FEES: EXCLUDES STUDENTS ENROLLED IN AN EARLY COLLEGE HIGH SCHOOL OR ACADEMIES PROGRAM (FALL 2016 ONLY)			
In-district dual credit students enrolled independent of their school district's participation will be charged a tuition rate per credit hour	50.00	50.00	
Out of district and out of state/international dual credit students enrolled independent of their school district's participation will be charged a tuition rate per credit hour	78.00	78.00	
INDEPENDENT DUAL CREDIT TUITION AND FEES: EXCLUDES STUDENTS ENROLLED IN AN EARLY COLLEGE HIGH SCHOOL OR ACADEMIES PROGRAM (EFFECTIVE SPRING 2017)			
In-district dual credit students enrolled independent of their school district's participation will be charged a tuition rate per credit hour and differential tuition and fees will not be waived		50.00	
Out of district and out of state/international dual credit students enrolled independent of their school district's participation will be charged a tuition rate per credit hour and differential tuition and fees will not be waived		78.00	
INDEPENDENT DUAL CREDIT TUITION PER CREDIT HOUR:			
In-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College			50.00 Plus applicable differential tuition
Out-of-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College			80.00 Plus applicable differential tuition

**PROPOSED
STUDENT TUITION AND FEES FOR FY 2017-2018**

	Board Approved FY 2015-2016	Board Approved FY 2016-2017	Proposed for FY 2017-2018
INDEPENDENT DUAL CREDIT FEES:			
In-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College			All fees are applicable and will not be waived.
Out-of-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College			All fees are applicable and will not be waived.
DUAL CREDIT ACADEMIES PARTICIPATION FEES:			
Dual Credit Academies Participation Fee – Fall and Spring, per student per semester (charged to School District)			\$600 for recovery of costs and processing fees
Dual Credit Academies Participation Fee – Summer, per student per credit hour (charged to School District)			\$50 for recovery of costs and processing fees
DUAL CREDIT REIMBURSEMENT OF COSTS:			
School Districts Requesting South Texas College Faculty to Teach Dual Credit Courses, per course per semester			Recovery of faculty salaries, fringe benefits, mileage, and other associated costs and processing fees
MANDATORY FEES:			
Registration Fee: • If registered and paid or registered and financial aid processed <u>BEFORE</u> August 1 st , January 1 st , May 15 th and June 15 th Or	90.00	100.00	100.00
Registration Fee After Deadline: ▪ If registered and paid or financial aid processed <u>ON</u> or <u>AFTER</u> August 1 st , January 1 st , May 15 th and June 15 th	150.00	160.00	160.00
Information Technology Fee per credit hour	22.00	24.00	24.00
Learning Support Fee per credit hour	15.00	16.00	16.00
Student Activity Fee per credit hour	2.00	2.00	4.00

**PROPOSED
STUDENT TUITION AND FEES FOR FY 2017-2018**

	Board Approved FY 2015-2016	Board Approved FY 2016-2017	Proposed for FY 2017-2018
COURSE FEES:			
Lab Fee per lab credit hour for applicable courses with labs	24.00	24.00	24.00
Course Repeat Fee per credit hour			
• Third or more repeats (Includes Developmental) Fall 2016	125.00	125.00	125.00
• Third or more attempts (Excludes Developmental) Effective Spring 2017		125.00	125.00
• Enrollment in Developmental Studies Courses (>27 credit hours) Effective Spring 2017		125.00	125.00
Developmental Studies Fee: One-time fee per semester	50.00	50.00	29.00
Electronic Distance Learning/VCT Course Fee per credit hour	15.00	15.00	15.00
Hybrid Course Fee per credit hour	5.00	5.00	10.00
Fire Academy Fees:			
• Gear Rental	\$280/4 weeks	\$280/4 weeks	\$280/4 weeks
• Self-Contained Breathing Apparatus	\$360/Semester	\$360/Semester	\$360/Semester
• Testing	85.00	85.00	85.00
NAH and Other Course Fees: <i>Liability Insurance/Exams/Booklets/Badges/ Special Program ID/Certificates/Pinning Ceremony/Other Activities</i>	Recovery of costs and processing fees	Recovery of costs and processing fees	Recovery of costs and processing fees
Physical Education Special Activity Fee per course	55.00	55.00	55.00
LIBRARY FEES:			
Lost or Damaged Library Item	Cost of item plus processing fee	Cost of item plus processing fee	Cost of item plus processing fee
Lost or Damaged Library Item Processing Fee per item	30.00	30.00	30.00
Overdue Library Book/Media Fee per day	0.25	0.25	0.00
Overdue Library Reserve Item per hour	1.00	1.00	0.00
Overdue Library Equipment per day	1.00	1.00	0.00
Overdue Inter-Library Loan or TexShare Item per day	Fine as assessed and charged by lending library	Fine as assessed and charged by lending library	Fine as assessed and charged by lending library
Lost or Damaged Inter-Library Loan or TexShare Item per day	Fine and/or replacement cost as assessed and charged by lending library	Fine and/or replacement cost as assessed and charged by lending library	Fine and/or replacement cost as assessed and charged by lending library
INSTALLMENT PLAN/EMERGENCY LOAN FEES:			
Installment Plan Fee	30.00	35.00	35.00
Installment Plan Late Payment Fee	30.00	35.00	35.00
Emergency Loan Late Payment Fee	30.00	35.00	35.00

**PROPOSED
STUDENT TUITION AND FEES FOR FY 2017-2018**

	Board Approved FY 2015-2016	Board Approved FY 2016-2017	Proposed for FY 2017-2018
PARKING/MOVING TRAFFIC VIOLATIONS FEES:			
Parking Permit Fee	25.00	25.00	25.00
Parking Permit Replacement Fee	25.00	25.00	25.00
Parking Permit Violations:			
<i>First</i>	30.00	30.00	30.00
<i>Second</i>	50.00	50.00	50.00
<i>Third</i>	80.00	80.00	80.00
<i>Fourth</i>	100.00	100.00	100.00
<i>Fifth</i>	120.00	120.00	120.00
Handicap Parking Violations	150.00	150.00	150.00
Moving Traffic Violations:			
<i>First</i>	30.00	30.00	30.00
<i>Second</i>	50.00	50.00	50.00
<i>Third</i>	90.00	90.00	90.00
Vehicle Boot Removal Fee	100.00	100.00	100.00
Proposed Skateboard and Other Appliance Violation:			
<i>First</i>		Warning	Warning
<i>Second</i>		30.00	30.00
<i>Third</i>		50.00	50.00
<i>Fourth</i>		70.00	70.00
<i>Fifth</i>		90.00	90.00
TESTING FEES:			
Health Education Services Inc. (HESI) Exam Fee			45.00
			Students will register and pay fees to Elsevier Inc. for each attempt when signing up for the exam through the Market Place website. Fees will be subject to change.

**PROPOSED
STUDENT TUITION AND FEES FOR FY 2017-2018**

	Board Approved FY 2015-2016	Board Approved FY 2016-2017	Proposed for FY 2017-2018
Collegiate Assessment of Academic Proficiency (CAAP) Exam Fee	50.00	50.00	0.00
Sign Language Certification Exam Fee		95.00	95.00
Proctoring/Professional Testing Services Fee		Recovery of costs and processing fees to be negotiated	Recovery of costs and processing fees to be negotiated
Credit By Examination	Tuition	Tuition	Tuition
GED Exam Fee - 1st and 4th Attempts <ul style="list-style-type: none"> • GED Retest Exam Fee – \$36.25 Writing only • GED Retest Exam Fee – \$36.25 Reading only • GED Retest Exam Fee – \$36.25 Mathematics only • GED Retest Exam Fee – \$36.25 Science only • GED Retest Exam Fee – \$36.25 Social Studies only GED Retest Exam Fees – 2nd, 3rd, 5th and 6th Attempts <ul style="list-style-type: none"> • GED Retest Exam Fee – \$16.25 Writing only • GED Retest Exam Fee – \$16.25 Reading only • GED Retest Exam Fee – \$16.25 Mathematics only • GED Retest Exam Fee – \$16.25 Science only • GED Retest Exam Fee – \$16.25 Social Studies only 	Students will register and pay fees to Pearson VUE for GED on-line testing services and subject to change.	Students will register and pay fees to Pearson VUE for GED on-line testing services and subject to change.	Students will register and pay fees to Pearson VUE for GED on-line testing services and subject to change.
HiSET Credit By Examination (High School Equivalency Exam) Fees			
HiSET Exam Fee (All Five Exams – 1st and 4th Attempts) <ul style="list-style-type: none"> • HiSET Exam Fee – Reading only \$25.00 • HiSET Exam Fee – Writing only \$25.00 • HiSET Exam Fee – Math only \$25.00 • HiSET Exam Fee – Science only \$25.00 • HiSET Exam Fee – Social Studies only \$25.00 			125.00 Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees will be subject to change.

**PROPOSED
STUDENT TUITION AND FEES FOR FY 2017-2018**

	Board Approved FY 2015-2016	Board Approved FY 2016-2017	Proposed for FY 2017-2018
HiSET Exam Retest Fees			0.0
HiSET Exam Fee (All Five Exams – 2nd, 3rd, 5th and 6th Attempts) <ul style="list-style-type: none"> • HiSET Exam Fee – Reading only \$15.00 • HiSET Exam Fee – Writing only \$15.00 • HiSET Exam Fee – Math only \$15.00 • HiSET Exam Fee – Science only \$15.00 • HiSET Exam Fee – Social Studies only \$15.00 			Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees will be subject to change.
TSI Assessment Reservation Fee	25.00	25.00	25.00
TSI Assessment Exam – All Three Exams	29.00	29.00	29.00
<ul style="list-style-type: none"> • TSI Assessment Exam Fee – Reading only • TSI Assessment Exam Fee – Writing only • TSI Assessment Exam Fee – Math only 	10.00	10.00	10.00
TSI Assessment Exam Retesting Fee – All Three Exams	29.00	29.00	29.00
<ul style="list-style-type: none"> • TSI Assessment Exam Fee – Retesting Reading only • TSI Assessment Exam Fee – Retesting Writing only • TSI Assessment Exam Fee – Retesting Math only 	10.00	10.00	10.00
CHILD DEVELOPMENT CENTER FEES:			
Tuition fee per week	120.00	120.00	120.00
Registration Fee:			
<ul style="list-style-type: none"> • Fall and Spring Semesters • Summer Session 	40.00 20.00	40.00 20.00	40.00 20.00
Late Pick-up Fee	\$5/first 5 minutes and \$1/ea. Add'l. minute	\$5/first 5 minutes and \$1/ea. Add'l. minute	\$5/first 5 minutes and \$1/ea. Add'l. minute
Supply Fee:			
<ul style="list-style-type: none"> • Fall and Spring Semesters • Summer Session 	30.00 10.00	30.00 10.00	30.00 10.00
Reservation Fee for Fall/Spring semester Breaks	65.00	65.00	65.00
<ul style="list-style-type: none"> • Summer 	20.00	20.00	20.00
INCIDENTAL FEES:			
Audit Fee	Tuition and Lab Fees	Tuition and Lab Fees	Tuition and Lab Fees
Drop Fee (one-time fee) – 1 st class day through Census date	25.00	25.00	25.00
Fee per credit hour for dual credit students attempting a course three or more times		125.00	125.00
Dual Credit Late Processing Fee per course per student after Census Day		200.00	200.00

**PROPOSED
STUDENT TUITION AND FEES FOR FY 2017-2018**

	Board Approved FY 2015-2016	Board Approved FY 2016-2017	Proposed for FY 2017-2018
Reinstatement Fee (after Census date)	200.00	200.00	200.00
Returned Check	30.00	30.00	30.00
Student ID Replacement Fee	15.00	15.00	15.00
Withdrawal Fee (one-time fee) – after Census date	50.00	50.00	50.00
Student Insurance Fee (voluntary)	Fee is paid to approved insurance carrier. Subject to change.	Fee is paid to approved insurance carrier. Subject to change.	Fee is paid to approved insurance carrier. Subject to change.

**PROPOSED TUITION AND FEES FOR DUAL CREDIT STUDENTS
SPONSORED BY PARTNERING SCHOOL DISTRICTS
FOR FY 2017-2018**

	Board Approved FY 2016-2017	Proposed for FY 2017-2018
DUAL CREDIT TUITION:		
Per credit hour tuition for in-district dual credit students sponsored by partnering school districts	0.00	0.00
DIFFERENTIAL TUITION PER CREDIT HOUR FOR COURSES OFFERED ON A SOUTH TEXAS COLLEGE CAMPUS OR FACILITY:		
Associate Degree Nursing	50.00	50.00
Emergency Medical Technology	35.00	40.00
Occupational Therapy Assistant	40.00	40.00
Patient Care Assistant	20.00	20.00
Pharmacy Tech	40.00	40.00
Physical Therapist Assistant	40.00	40.00
Radiologic Technology/Sonography	40.00	40.00
Respiratory Therapy	40.00	40.00
Vocational Nursing	50.00	50.00
COURSE FEES:		
Electronic Distance Learning/VCT Course Fee per credit hour	15.00	15.00
Hybrid Course Fee per credit hour	5.00	10.00
NAH and Other Course Fees: <i>Liability Insurance/Exams/Booklets/Badges/Special Program ID/Certificates/Pinning Ceremony/Other Activities</i>	Recovery of costs and processing fees	Recovery of costs and processing fees
INCIDENTAL FEES:		
Fee per credit hour for dual credit students attempting a course three or more times	125.00	125.00
Dual Credit Late Processing Fee per course per student after Census Day	200.00	200.00



**PROPOSED EMPLOYEE FEES
FOR FY 2017-2018**

	Board Approved for FY 2016-2017	Proposed for FY 2017-2018
Parking Permit Fee	25.00	25.00
Parking Permit Replacement Fee	25.00	25.00
Parking Violations:		
<i>First</i>	30.00	30.00
<i>Second</i>	50.00	50.00
<i>Third</i>	80.00	80.00
<i>Fourth</i>	100.00	100.00
<i>Fifth</i>	120.00	120.00
Handicap Parking Violations	150.00	150.00
Moving Traffic Violations:		
<i>First</i>	30.00	30.00
<i>Second</i>	50.00	50.00
<i>Third</i>	90.00	90.00
Vehicle Boot Removal Fee	100.00	100.00
Keyless Access Card Replacement Fee	10.00	10.00
Returned Check	30.00	30.00
Lost or Damaged Library Item	Cost of item plus processing fee	Cost of item plus processing fee
Lost or Damaged Library Item Processing Fee per item	30.00	30.00
Overdue Inter-Library Loan or TexShare Item	Fine as assessed and charged by lending library	Fine as assessed and charged by lending library
Lost or Damaged Inter-Library Loan or TexShare Item	Fine and/or replacement cost as assessed and charged by lending library	Fine and/or replacement cost as assessed and charged by lending library

PROPOSED OTHER (NON-STUDENT/NON-EMPLOYEE) FEES FOR FY 2017-2018

	Board Approved for FY 2016-2017	Proposed for FY 2017-2018
Returned Check	30.00	30.00
Lost or Damaged Library Item	Cost of item plus processing fee	Cost of item plus processing fee
Lost or Damaged Library Item Processing Fee per item	30.00	30.00
Overdue Library Book/Media Fee per day	0.25	0.00
Parking violations:		
First	30.00	30.00
Second	50.00	50.00
Third	80.00	80.00
Fourth	100.00	100.00
Fifth	120.00	120.00
Handicap Parking Violations	150.00	150.00
Moving Traffic Violations:		
First	30.00	30.00
Second	50.00	50.00
Third	90.00	90.00
Vehicle Boot Removal Fee	100.00	100.00
Child Development Center:		
Tuition fee per week	120.00	120.00
Registration Fee:		
• Fall and Spring Semesters	40.00	40.00
• Summer Session	20.00	20.00
Late Pick-up Fee	\$5/first 5 minutes and \$1/ea. add'l minute	\$5/first 5 minutes and \$1/ea. add'l minute
Supply Fee:		
• Fall and Spring Semesters	30.00	30.00
• Summer Session	10.00	10.00
Reservation Fee for Fall/Spring semester Breaks	65.00	65.00
• Summer	20.00	20.00

Review and Action as Necessary on Participation in the National Cooperative Purchasing Alliance (NCPA) and Purchasing Association of Cooperative Entities (PACE) Purchasing Cooperatives

Approval to participate in the National Cooperative Purchasing Alliance (NCPA) and Purchasing Association of Cooperative Entities (PACE) Purchasing Cooperatives is requested.

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

Justification and Benefit – NCPA and PACE are available to all levels of government, schools, higher education institutions, and non-profit entities to provide a greater number of products and services.

The following are some of the benefits:

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

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

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

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

Mary Elizondo, Vice President for Finance and Administrative Services and Becky Cavazos, Director of Purchasing, will be present to address any questions by the Board.

The Finance, Audit, and Human Resources Committee recommended Board approval of to participate in the National Cooperative Purchasing Alliance (NCPA) and Purchasing Association of Cooperative Entities (PACE) Purchasing Cooperatives as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize participation in the National Cooperative Purchasing Alliance (NCPA) and Purchasing Association of Cooperative Entities (PACE) Purchasing Cooperatives as presented.

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

The Board of Trustees approves and authorizes participation in the National Cooperative Purchasing Alliance (NCPA) and Purchasing Association of Cooperative Entities (PACE) Purchasing Cooperatives as presented.

Approval Recommended:

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



National Cooperative Purchasing Alliance

INTERLOCAL AGREEMENT

Contracting Parties

(Participating Agency)

Region 14 Educational Service Center
(Lead Agency)

(Federal Tax ID Number)

This agreement is effective upon signature and shall be automatically renewed unless either party gives sixty (60) days prior written notice of non-renewal. This agreement may be terminated with or without cause by either party upon (60) days prior written notice, or may also be terminated for cause at anytime upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

Statement of Services to be Performed:

Authority for such services is granted under Government Code, Title 7, Chapter 791 Interlocal Cooperation Contracts, Subchapter B and Subchapter C, and Local Government Code, Title 8, Chapter 271, Subchapter F, Section 271.101 and Section 271.102. The purpose of this cooperative is to obtain substantial savings for member school districts and public entities through volume purchasing.

Role of the Purchasing Cooperative

1. Provide for the organizational and administrative structure of the program.
2. Provide staff time necessary for efficient operation of the program.
3. Receive quantity requests from entities and prepare appropriate tally of quantities.
4. Initiate and implement activities related to the bidding and vendors selection process.
5. Provide members with procedures for ordering, delivery, and billing.

Role of the Participating Agency:

1. Commitment to participate in the program as indicated by an authorized signature in the appropriate space below.
2. Designate a contact person for the cooperative.
3. Commit to purchase products and services that become part of the official products and services list when it is in the best interest of the member entity.
4. Prepare purchase orders issued to the appropriate vendor from the official award list provided by the Purchasing Cooperative.



National Cooperative Purchasing Alliance

RESOLUTION

Authorizing use of National Cooperative Purchasing Alliance (NCPA)

WHEREAS, the _____ (Agency Name) of _____ (City), Texas, pursuant to the authority granted under Sections 271.101 to 271.102 of the Local Government Code, desires to participate in the purchasing program known as The National Cooperative Purchasing Alliance, and in the opinion that participation in this program will be highly beneficial to the taxpayers through the anticipated savings to be realized.

WHEREAS, after a competitive solicitation and selection process by Region 14 ESC, NCPA has set up a number of Master Agreements to provide goods, products and services based upon national volumes

WHEREAS, the competitive solicitation and selection process required that suppliers allow Participating Public Agencies to purchase goods, products and services on the same terms, conditions and pricing as Region 14 ESC; subject to the applicable local purchasing ordinances and laws of the state of purchase;

NOW, THEREFORE, BE IT RESOLVED BY _____ (Agency Name) OF THE _____ (City), TEXAS AS FOLLOWS:

The _____ (Agency Name) is authorized to enroll and participate in the purchasing program known as The National Cooperative Purchasing Alliance (NCPA) and purchases thru such program shall be deemed to meet the agencies competitive purchasing requirements;

This resolution shall take effect immediately upon its passage.

DULY PASSED AND APPROVED THIS THE _____ DAY OF _____ 20____.

ATTEST:

(Authorized Signature)

(Title)

(Title)

PACE PURCHASING COOPERATIVE

INTERLOCAL AGREEMENT

Member Name: _____ County District Number: _____

Education Service Center, Region 20 (Coop) and the above named agency (member) enter into the following cooperative service arrangement.

This agreement is effective _____ (date) and shall automatically renew unless either party gives ninety (90) days prior notice of non-renewal. This agreement may be terminated with or without cause by either party upon thirty (30) days written notice.

The Coop will:

- Handle bidding procedures
- Abide by all bid laws in the State of Texas
- Enter proposals for tabulation and evaluation
- Arrange for an Award Committee to test, evaluate and award proposals
- Develop award information forms for member use
- Send award information to vendors
- Develop system for gathering evaluation information from members on vendor performance and product quality
- Provide comparison information with previous awards to evaluate effectiveness of proposals

The Member will:

- Designate a member employee to serve as a liaison with Coop
- Provide release time for meetings, proposal openings, and testing assistance as needed
- Identify delivery location within Member on purchase orders
- Prepare purchase orders for items awarded on proposals
- Ensure timely payments to vendors who receive proposal awards
- Provide Coop with evaluation forms regarding vendor and product concerns
- Ensure a Resolution is properly executed if required

Authorization:

Education Service Center, Region 20 and the PACE Purchasing Cooperative executed a contract to provide cooperative purchasing services to government entities.

PACE PURCHASING COOPERATIVE

INTERLOCAL AGREEMENT

Member Name: _____ County District Number: _____

Please send a signed Interlocal Agreement to (or fax to 210-370-5776 or e-mail to jim.metzger@esc20.net):

Education Service Center, Region 20
Attn: PACE Coop
1314 Hines Ave
San Antonio, TX 78208.

Public Entity

Education Service Center, Region 20

BY: _____
Authorized Signature

BY: _____
Authorized Signature

Title

Purchasing Coordinator

Title

Date

Date

Contact Person

Jim Metzger

Contact Person

Title of Contact Person

Purchasing Coordinator

Title of Contact Person

Street Address

210-370-5204

Phone Number

City, State, Zip

210-370-5776

Fax Number

Phone/Fax Number

jim.metzger@esc20.net

E-mail Address

E-mail Address

Update on Status of the 2013 Bond Construction Program and Status of Project and Program Accountability

Broaddus & Associates has provided the enclosed documents on the current status of the 2013 Bond Construction program.

- Update on the status of the 2013 Bond Construction Program;
- Video Update on Construction Projects;
- Chart of Project Progress; and
- Project Scorecards

Broaddus & Associates has also updated the following accountability reports and has highlighted any changes to the budget in yellow:

- Program Budget Summary worksheet;
- Construction Budget worksheet;

In addition, the College administration has updated the following documents to reflect the 2013 Bond Construction Program budget shortfalls:

- Non-Bond Commitments and Expenditures worksheet
- Tracking Contingency Log

As of December 1, 2016, the total budget shortfall is estimated to be at \$4,668,382 with the use of buyout savings and design and construction contingency.

Funding for any shortfall net of buyout savings and use of design and construction contingency will be covered by non-bond funds.

No action is requested.

SOUTH TEXAS COLLEGE

2013 BOND CONSTRUCTION PROGRAM UPCOMING TIMELINE

Facilities Committee Meeting

December 06, 2016

**BROADDUS
& ASSOCIATES**



BOARD APPROVAL ITEMS

South Texas College
2013 Bond Construction Program
Upcoming Timeline – 12/06/16

August '16 September '16 October '16 November '16 December '16

	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)
1	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)
2	Pharr RCPSE CM@R Selection – 8/23	GMP Approvals– Starr Campus HP&S Bldg. – Pack. 2 – 9/27	GMP Approvals – N&AH Site & Thermal Plant	Accountability Status	Accountability Status	Accountability Status
3	Pharr RCPSE Master Plan – 8/23	Pharr RCPSE Schematic Design – 9/27	GMP Approvals – MVC Library & Workforce 10/25	GMP Approvals – Starr Campus Student Services & Activities	GMP Approvals – Starr Campus Student Services & Activities	Buyout Deductive Change Orders
4	GMP Approvals – Pecan Campus STEM, S. Academic – 8/23	Pecan Campus Parking & Site GMP – 9/27	GMP Approval – MVC Library & Workforce 10/25	N&AH Thermal Energy Plant GMP	N&AH Thermal Energy Plant GMP	Starr County Color Board Approvals
5	CM@R MVC Library Amendment – 8/23	Starr County Site GMP – 9/27	Project Color Boards	Pharr RCPSE SD Approval 11/22	Pharr RCPSE SD Approval 11/22	
6	Starr County Exterior Elevations	La Joya SD & Cost Update		GMP Approvals – Starr Campus Student Services & Activities	GMP Approvals – Starr Campus Student Services & Activities	
	Project Color Boards	Pharr RCPSE CM@R Recommendation – 9/27				
		N&AH Thermal Energy Parking & Site Amendment				
		Project Color Boards				

Board Approval

OPERATIONAL ITEMS

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

August '16 September '16 October '16 November '16 December '16

	August '16	September '16	October '16	November '16	December '16
1	NTP's	NTP's	NTP's	NTP's	NTP's
2	Ongoing Mobilization & Construction Activity	Ongoing Construction Activity	Ongoing Construction Activity	Ongoing Construction Activity	Ongoing Construction Activity
3	City of McAllen P&Z Approval – North Academic	FF&E Budget Confirmation	Concrete Foundation Pour 10/1	Buyout Savings Requests	Buyout Savings Requests
4		Pecan Campus Portable Bldg. Removal		B&A Staff Alignment	Identify Non-Bond Additional Scope/Funds
5		Schedule Optimization			
6					
7					
8					
9					
10					

Operational

INFORMATION & PRESENTATION ITEMS

South Texas College
2013 Bond Construction Program
Upcoming Timeline

August '16 September '16 October '16 November '16 December '16

	August '16	September '16	October '16	November '16	December '16
1	Pecan Campus Thermal Plant Issue Presentation	Bond Program Budget Update	Bond Program Budget Update	Bond Program Budget Update	Bond Program Budget Update
2	Bond Program Budget Update	Contingency & Buyout tracking	Contingency & Buyout tracking	Contingency & Buyout tracking	Contingency & Buyout tracking
3				OCIP Update	Drone Construction Video Update
4				Drone Construction Video Update	
5					
6					
7					
8					
9					
10					

**STC 2013 Bond Program - Pecan Campus
North Academic Building**

Scorecard #20

Status: Submitted

11/29/2016



Scope

	Initial Program	Current Program
Building SF	61,267	61,267
Budget	\$10,500,000	\$10,500,000
SD Estimate		\$11,015,000
DD Estimate		\$11,400,000
CD 30%		\$11,462,000
CD 60% GMP		\$10,951,000

Budget

	Initial Budget
--	----------------

Schedule



Activity

30 Day Look Ahead

- Structural steel thru Lvl 3
- Concrete floor at Lvl 2
- Metal Studs and sheathing exterior and interior
- Masonry continues at elevator and stairwells

Key Consultants/Contractors

- Architect: PBK Architects
- MEP: DBR Engineering
- Structural: Chanin Engineering
- Civil: Perez Consulting Engineers
- AV/IT WJHW Consultants
- D. Wilson Construction Co.

Key Owner Issues or Concerns

- Schedule outage of primary power to 'Temporaries' over Christmas Break

Recent Photo



**STC 2013 Bond Program - Pecan Campus
South Academic Building**

Scorecard #20

Status: **Submitted**

11/29/2016



Scope

	Initial Program	Current Program
Building SF	40,000	41,694
Budget	\$6,800,000	\$6,800,000
SD Estimate		\$7,605,000
DD Estimate		\$7,375,866
60% CD GMP		\$6,657,834

Budget

	Initial Budget
--	----------------

Schedule



Activity

30 Day Look Ahead

- Complete Lvl 1 floor slab
- Fabricate structural steel, start delivery
- Start deep storm drains near building

Key Consultants/Contractors

- Architect: BSG Architects
- MEP: Half Associates
- Structural: Lopez Engineering
- Civil: PCE
- AV/IT: WJHW Consultants

Key Owner Issues or Concerns

- Ug utilities coordination

Recent Photo



**STC 2013 Bond Program - Pecan Campus
STEM Building**

Scorecard #19

Status: Submitted

11/29/2016



Scope

	Initial Program	Current Program
Building SF	48,879	51,276
Budget	\$8,500,000	\$8,500,000
SD Estimate		\$9,397,167
DD Estimate		\$9,703,192
CD 30% Est		\$0
CD 60% GMP		\$10,417,059

Budget

	Initial Budget
--	----------------

Schedule



Activity

30 Day Look Ahead

- Balance of Lvl 1 floor slab
- Fabricate structural steel, start delivery
- Start CHW site piping extension

Key Consultants/Contractors

- Architect: Boultinghouse Simpson Gates
- MEP: Half Associates
- Structural: Lopez Engineering Group
- Civil: Perez Consulting Engineers
- AV/IT WJHW Consultants

Key Owner Issues or Concerns

- Coordination of timing and proximity of site utilities package with foundation construction.

Recent Photo



STC 2013 Bond Program Pecan Campus Cafeteria & Activities Building

Scorecard #20

Status: Submitted

11/29/2016



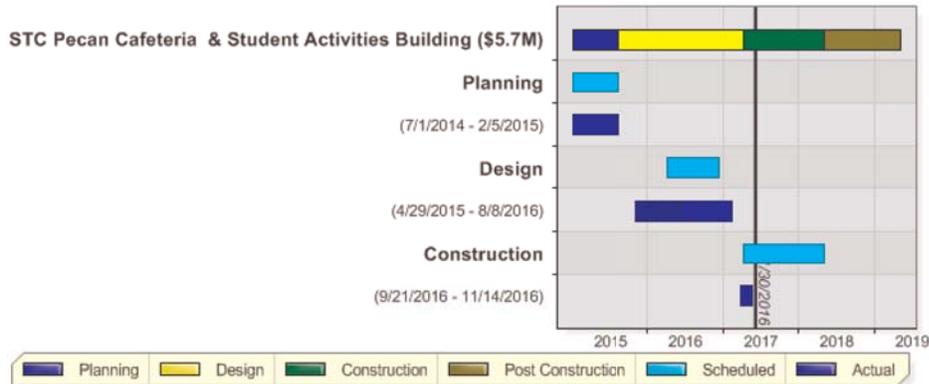
Scope

	Initial Program	Current Program
Building SF	33,042	33,042
Budget	\$5,700,000	\$6,200,000
SD Estimate		\$6,166,259
DD Estimate		\$6,602,118
30% CD	\$6,350,000	\$6,719,006
60% CD GMP		\$6,888,179

Budget

	Initial Budget
--	----------------

Schedule



Activity

30 Day Look Ahead

- Structural steel delivery and start erection
- Masonry at elevator and stairs
- Storm and Sanitary reroute

Key Consultants/Contractors

- Architect: TWG
- MEP: Half Associates
- Structural: Charin Engineering
- Civil: Perez Consulting Engineers
- Kitchen: Cospier & Assoc.

Key Owner Issues or Concerns

- Site utility coordination with slab construction (deep SD between Cooling Towers and SACB)

Recent Photo



STC 2013 Bond Program - Pecan Campus Thermal Plant

Scorecard #19

Status: **Submitted**

11/30/2016



Scope

	Initial Program	Current Program
Building SF	1,440	3,182
Budget	\$4,300,000	\$4,300,000
GMP		\$4,194,000

Budget

	Initial Budget
--	----------------

Schedule



Activity

30 Day Look Ahead

- T&B chillers and towers
- Point to Point verification
- Fire alarm demonstration and apply for Cert of Occupancy
- Complete closeout and Project Record Documents, Owner Training, etc.

Key Consultants/Contractors

- Architect: Half Associates
- Structural: Chanin Engineering
- MEP: Half Associates
- Civil: PCE Engineering
- AV/IT WJHW Consultants

Key Owner Issues or Concerns

- Implementation of College's standard controls sequencing and nomenclature.

Recent Photo



STC 2013 Bond Program Pecan Campus Parking & Site Improvements

Scorecard #14

Status: Submitted

11/30/2016



Scope

	Initial Program	Current Program
Budget	\$2,000,000	\$2,000,000
60% CD GMP		\$2,618,800

Budget

	Initial Budget
--	----------------

Schedule



Activity

30 Day Look Ahead

- No 'Permit' required by City (part of each bldg's permit)
- Subcontractor bids received Nov 9.
- Bids evaluation underway; CMR is reconciling their GMP.

Key Consultants/Contractors

- Perez Consulting Engineers (PCE)
- Landscape Designer: SSP Landscape Design

Key Owner Issues or Concerns

- Actual start of deep utilities requires careful coordination with imminent start of adjacent building pads / foundation work.

Recent Photo



STC 2013 Bond Program - Nursing and Allied Health Expansion Bldg

Scorecard #21

Status: **Submitted**

11/29/2016



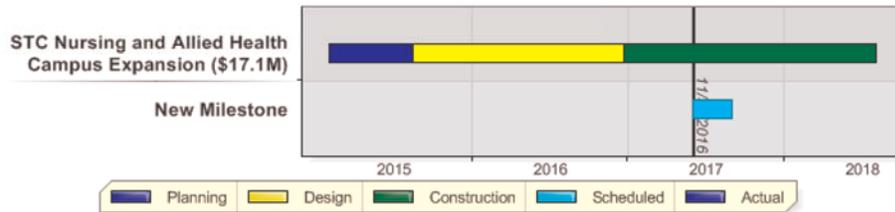
Scope

- Hospital Simulation Center
- Library
- Cafeteria
- Classrooms
- Offices

Budget

	Initial Budget
--	-----------------------

Schedule



Activity

30 Day Look Ahead

- Complete cmu block at stairs, elevators
- Main structural steel complete
- Install 2nd floor decking, ext. curtainwall framing

Key Consultants/Contractors

- ERO Architects
- 720 Design of Library
- Gutierrez Engineering
- D. Wilson Construction Co.

Key Owner Issues or Concerns

Weather delays

Recent Photo



Scope

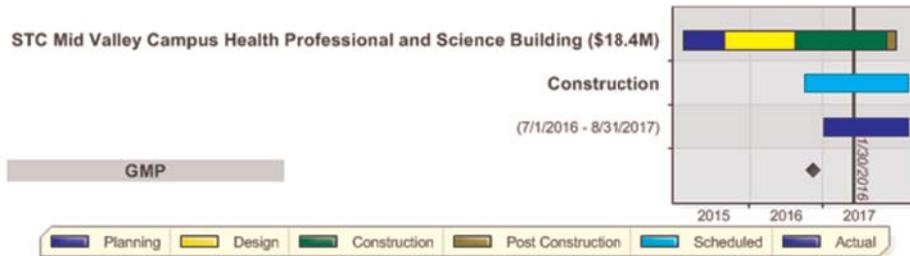
A new multilevel Health Professions and Science Building to house the following spaces:

- Science Classrooms
 1. Chemistry
 2. Physics
 3. Biology
 4. Engineering
- Laboratory Classrooms
- Departmental Offices
- Classrooms
- Computer labs

Budget

	Initial Budget
--	----------------

Schedule



Activity

30 Day Look Ahead

- Building pad preparation has been completed.
- Complete installation of drilled piers.

Key Consultants/Contractors

- ROFA Architects
- DBR- MEP
- HALFF -CIVIL
- Skanska USA

Key Owner Issues or Concerns

- Permit Pending
- Schedule completion Priority Project

Recent Photo



STC 2013 Bond Program Mid Valley Campus Student Services Addition

Scorecard #19

Status: Submitted

11/30/2016



Scope

Student Services Building will include but not limited to:

- Cafeteria
- Lounge Space
- Building Support
- Offices
- Student Admissions

14,262 sq. ft

Budget

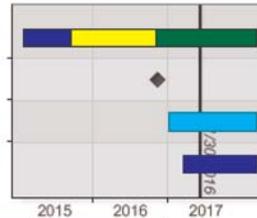
	Initial Budget
--	----------------

Schedule

STC Mid Valley Campus Student Services Building Expansion (\$3.3M)

GMP

Construction
(9/10/2016 - 8/31/2017)



Activity

30 Day Look Ahead:

- Begin relocation of CHW lines servicing existing portion of building.
- Complete building pad excavation and subgrade preparation.
- Complete installation of building pad fill material.

Key Consultants/Contractors

- Architect: ROFA Architects
- Structural: Hinojosa Engineering
- MEP: DBR Engineering
- Civil: Half Associates
- CMR: Skanska USA

Key Owner Issues or Concerns

- Schedule

Recent Photo



STC 2013 Bond Program Mid Valley Campus Thermal Plant Expansion

Scorecard #18

Status: **Submitted**

11/30/2016



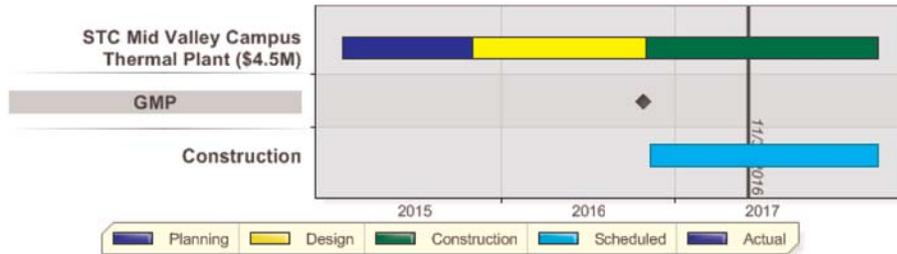
Scope

Design for a New Thermal Energy Plant for the Mid Valley Campus to include all new STC Bond projects and Retrofit of all existing buildings

Budget

	Initial Budget
--	-----------------------

Schedule



Activity

30 Day Look Ahead

- Continue with overhead MEP rough-ins.
- Begin installation of brick veneer.
- Continue within installation of UG CHW lines throughout the Campus.
- Complete installation of roof.
- Pour in-place mechanical house keeping pads.

Key Consultants/Contractors

- DBR Engineering
- Rofa Architects
- Mata Garcia Architects
- EGV Architects
- Half Civil
- Skanska USA

Key Owner Issues or Concerns

- Unforeseen underground concrete slabs

Recent Photo



Scope

Design of all Civil Engineering , Landscaping and Surveying for All the Mid Valley Campus Bond Projects which includes a new parking lot

Budget

	Initial Budget
--	-----------------------

Schedule



Activity

30 Day Look Ahead

- Complete installation and compaction of flex base material at parking lot.
- Complete instalation of duct bank portion running North/South perpendicular to proposed parking lot once CHW line installation is complete within same corridor.
- Patch / Repair asphalt paving at Torritos St. where utility tie-ins occurred.

Key Consultants/Contractors

- Halff Civil
- Rofa Architects
- Mata Garcia Architects
- EGV Architects
- DBR Engineering
- Skanska USA

Key Owner Issues or Concerns

- Unforseen underground concrete slabs

Recent Photo



STC 2013 Bond Construction Program - Starr County Health / Science Building

Scorecard #19
 Status: **Submitted**
 11/29/2016



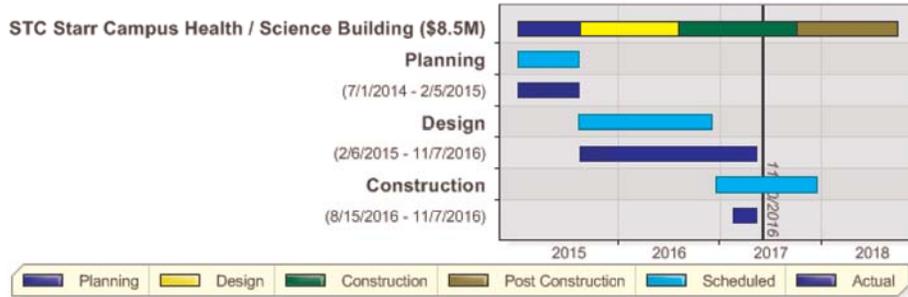
Scope

Health bldg, 2 story, consisting of computer labs, skills labs, OB simulation, chemistry labs, information labs, biology and micro biology labs.

Budget

	Initial Budget
--	-----------------------

Schedule



Activity

30 Day Look Ahead

- Elevator Masonry walls
- Install 2nd fl. columns and beams
- 1st fl. wall panels and shoring

Key Consultants/Contractors

- Architect: Mata+Garcia
- MEP: Sigma Engineering
- Structural: CLH Engineering
- Civil: Melden & Hunt Engineering
- AV/IT WJHW Consultants

Key Owner Issues or Concerns

- Weather delays

Recent Photo



SOUTH TEXAS COLLEGE
2013 Bond Construction Program
Program Budget Summary Spreadsheet
12/1/2016 3:41 PM

2013 Bond Program Budget Summary Facilities Committee Meeting of Dec. 6, 2016	Square Feet Cost				CCL/\$SF	GMP/\$SF	Construction Cost						
	Org. Square Feet	Proposed Sq. Feet	Variance in Sq. Ft.	Construction Based on Org. Sq. Ft.			Org. CCL	GMP Total	GMP Variance	Org. Construction Contingency	Current Construction Contingency	Variance in Construction Contingency	
Pecan Campus													
North Academic Building	61,267	64,299	3,032	\$ 13,893,664	171	159	\$ 10,500,000	\$ 10,230,122	\$ (269,878)	\$ 150,000	\$ 162,000	\$ 12,000	
South Academic Building	40,000	41,694	1,694	\$ 9,196,633	170	160	\$ 6,800,000	\$ 6,657,834	\$ (142,166)	\$ 100,000	\$ 98,355	\$ (1,645)	
STEM Building	48,879	50,614	1,735	\$ 11,536,375	174	206	\$ 8,500,000	\$ 10,417,059	\$ 1,917,059	\$ 125,000	\$ 153,990	\$ 28,990	
Multi-purpose space for student support srvs. & activities	33,042	31,219	(1,823)	\$ 8,112,884	173	221	\$ 5,700,000	\$ 6,888,179	\$ 1,188,179	\$ 85,000	\$ 100,000	\$ 15,000	
Thermal Plant Expansion	1,440	3,105	1,665	\$ -	N/A	N/A	\$ 4,300,000	\$ 4,194,000	\$ (106,000)	\$ 50,000	\$ 50,000	\$ -	
Parking & Site Improvements (GMP Included Atl. #1 & #2)	-	-	-	\$ -	N/A	N/A	\$ 2,000,000	\$ 2,618,800	\$ 618,800	\$ 30,000	\$ 37,500	\$ 7,500	
Subtotal	184,628	190,931	6,303	\$ 42,739,556	172	186	\$ 37,800,000	\$ 41,005,994	\$ 3,205,994	\$ 540,000	\$ 601,845	\$ 61,845	
Nursing & Allied Health Campus													
Expansion for Nursing & Allied Health	87,222	93,296	6,074	\$ 17,310,640	190	182	\$ 16,600,000	\$ 17,009,860	\$ 409,860	\$ 250,000	\$ 178,900	\$ (71,100)	
Thermal Plant Expansion				\$ -	N/A	N/A	\$ -	\$ 230,788	\$ 230,788	\$ -	\$ 3,386	\$ 3,386	
Parking & Site Improvements				\$ -	N/A	N/A	\$ 1,100,000	\$ 2,205,963	\$ 1,105,963	\$ 16,000	\$ 34,207	\$ 18,207	
Subtotal	87,222	93,296	6,074	\$ 17,310,640	190	182	\$ 17,700,000	\$ 19,446,611	\$ 1,746,611	\$ 266,000	\$ 216,493	\$ (49,507)	
Technology Campus													
Expansion for Technical & Workforce training programs	72,000	72,000	-	\$ 12,190,819	167	129	\$ 12,000,000	\$ 9,297,546	\$ (2,702,454)	\$ 175,000	\$ 147,215	\$ (27,785)	
Parking & Site Improvements (1,793,216 +192,604 = 1,985,820)	-	-	-	\$ -	N/A	N/A	\$ 650,000	\$ 1,563,574	\$ 913,574	\$ 10,000	\$ 10,356	\$ 356	
Subtotal	72,000	72,000	-	\$ 12,190,819	167	129	\$ 12,650,000	\$ 10,861,120	\$ (1,788,880)	\$ 185,000	\$ 157,571	\$ (27,429)	
Mid Valley Campus													
Professional & Science Bldg.	76,069	78,649	2,580	\$ 18,827,059	177	184	\$ 13,500,000	\$ 14,453,388	\$ 953,388	\$ 200,000	\$ 193,887	\$ (6,113)	
Expansion for Technical & Workforce training programs	10,000	11,810	1,810	\$ 2,308,064	175	148	\$ 1,750,000	\$ 1,750,000	\$ -	\$ (1,750,000)	\$ -	\$ 1,750,000	
Library Expansion	10,369	10,814	445	\$ 2,393,231	169	228	\$ 1,750,000	\$ 2,462,776	\$ 712,776	\$ 25,000	\$ 34,723	\$ 9,723	
Student Services Bldg. Expansion	14,269	17,929	3,660	\$ 3,293,376	175	215	\$ 2,500,000	\$ 3,850,923	\$ 1,350,923	\$ 37,000	\$ 51,093	\$ 14,093	
Thermal Plant Expansion	4,000	3,088	(912)	\$ -	N/A	N/A	\$ 3,800,000	\$ 3,896,698	\$ 96,698	\$ 52,602	\$ 61,547	\$ 8,945	
Parking & Site Improvements	-	-	-	\$ -	N/A	N/A	\$ 2,000,000	\$ 2,369,777	\$ 369,777	\$ 29,032	\$ 31,731	\$ 2,699	
Subtotal	114,707	122,290	7,583	\$ 26,821,730	174	194	\$ 25,300,000	\$ 28,783,562	\$ 3,483,562	\$ (1,406,366)	\$ 372,981	\$ 1,779,347	
Starr County Campus													
Health Professionals & Science Ctr. And STEM programs	48,690	51,789	3,099	\$ 12,397,425	175	184	\$ 8,500,000	\$ 9,521,000	\$ 1,021,000	\$ 125,000	\$ 143,000	\$ 18,000	
Expand technical workforce training facilities	9,302	16,869	7,567	\$ 2,156,521	172	95	\$ 1,600,000	\$ 1,600,000	\$ -	\$ 25,000	\$ -	\$ (25,000)	
Library and renovate existing space for Culteral Arts Center	16,516	18,381	1,865	\$ 3,373,085	170	201	\$ 2,800,000	\$ 3,700,000	\$ 900,000	\$ 42,000	\$ 55,500	\$ 13,500	
Expansion of student services, advising, admissions, and financ	5,000	5,310	310	\$ 1,292,198	170	249	\$ 850,000	\$ 1,320,000	\$ 470,000	\$ 13,000	\$ 19,500	\$ 6,500	
Expansion of student activities building	4,923	4,670	(253)	\$ 1,272,299	173	292	\$ 850,000	\$ 1,365,000	\$ 515,000	\$ 13,000	\$ 21,000	\$ 8,000	
Thermal Plant Expansion	4,000	4,267	267	\$ -	N/A	N/A	\$ 3,800,000	\$ 3,911,000	\$ 111,000	\$ 55,000	\$ 58,000	\$ 3,000	
Parking & Site Improvements (GMP 1 - 119,800)	-	-	-	\$ -	N/A	N/A	\$ 1,226,820	\$ 3,496,950	\$ 2,270,130	\$ 15,000	\$ 54,254	\$ 39,254	
Subtotal	88,431	101,286	12,855	\$ 20,491,528	172	204	\$ 19,626,820	\$ 24,913,950	\$ 5,287,130	\$ 288,000	\$ 351,254	\$ 63,254	
Regional Center for Public Safety Excellence - Pharr													
New Regional Center for Publish Safety	16,000	21,120	5,120	\$ 3,169,435	175	133	\$ 2,800,000	\$ 2,800,000	\$ -	\$ 57,000	\$ -	\$ (57,000)	
Parking & Site Improvements	-	-	-	\$ -	N/A	N/A	\$ 200,000	\$ 200,000	\$ -	\$ 18,000	\$ -	\$ (18,000)	
Subtotal	16,000	21,120	5,120	\$ 3,169,435	175	133	\$ 3,000,000	\$ 3,000,000	\$ -	\$ 75,000	\$ -	\$ (75,000)	
STC La Joya Teaching Site (Jimmy Carter ECHS)													
Develop STEM labs and entry level workforce training programs	11,000	11,000	-	\$ 1,100,000	100	100	\$ 1,100,000	\$ 1,100,000	\$ -	\$ 16,000	\$ -	\$ (16,000)	
Subtotal	11,000	11,000	-	\$ 1,100,000	100	100	\$ 1,100,000	\$ 1,100,000	\$ -	\$ 16,000	\$ -	\$ (16,000)	
Total	573,988	611,923	37,935	\$ 123,823,708	175	171	\$ 117,176,820	\$ 129,111,237	\$ 11,934,417	\$ (36,366)	\$ 1,700,144	\$ 1,736,510	

SOUTH TEXAS COLLEGE
2013 Bond Construction Program
Program Budget Summary Spreadsheet
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2013 Bond Program Budget Summary Facilities Committee Meeting of Dec. 6, 2016	Part II - Construction Phase Srvs. - GMP Inclusions					Part I Construction Services	Owner Procured		GMP + Fees + Chillers + OCIP	Professionals	
	Fixed Equipment	IT Ductbank	GMP Target	Current Est. or GMP (red)	Variance or Delta	Fees	Chillers	OCIP	SUBTOTAL	Design	Furniture Consultant
Pecan Campus											
North Academic Building			\$ 10,500,000	\$ 10,230,122	\$ 269,878	\$ 16,427		\$ 120,570	\$ 10,367,119	\$ 600,000	\$ 21,274
South Academic Building			\$ 6,800,000	\$ 6,657,834	\$ 142,166	\$ 10,638		\$ 78,116	\$ 6,746,588	\$ 400,000	\$ 13,890
STEM Building			\$ 8,500,000	\$ 10,417,059	\$ (1,917,059)	\$ 13,298		\$ 97,645	\$ 10,528,002	\$ 550,000	\$ 16,973
Multi-purpose space for student support srvs. & activities	\$ 585,000		\$ 6,285,000	\$ 6,888,179	\$ (603,179)	\$ 9,491		\$ 72,116	\$ 6,969,786	\$ 400,000	\$ 11,473
Thermal Plant Expansion			\$ 4,300,000	\$ 4,194,000	\$ 106,000	\$ 6,825	\$ 553,440	\$ 47,480	\$ 4,801,745	\$ 350,000	\$ 500
Parking & Site Improvements (GMP Included Atl. #1 & #2)		\$ 122,925	\$ 2,122,925	\$ 2,618,800	\$ (495,875)	\$ 3,321		\$ 24,374	\$ 2,646,495	\$ 200,000	\$ -
Subtotal	\$ 585,000	\$ 122,925	\$ 38,507,925	\$ 41,005,994	\$ (2,498,069)	\$ 60,000	\$ 553,440	\$ 440,301	\$ 42,059,735	\$ 2,500,000	\$ 64,110
Nursing & Allied Health Campus											
Expansion for Nursing & Allied Health	\$ 375,000		\$ 16,975,000	\$ 17,009,860	\$ (34,860)	\$ 25,584		\$ 195,006	\$ 17,230,450	\$ 1,000,000	\$ 48,380
Thermal Plant Expansion			\$ 181,470	\$ 230,788	\$ (49,318)	\$ 274	\$ 378,170	\$ 2,054	\$ 611,286	\$ 50,000	\$ -
Parking & Site Improvements		\$ 321,915	\$ 1,421,915	\$ 2,205,963	\$ (784,048)	\$ 2,142		\$ 16,279	\$ 2,224,384	\$ 120,000	\$ -
Subtotal	\$ 375,000	\$ 321,915	\$ 18,578,385	\$ 19,446,611	\$ (868,226)	\$ 28,000	\$ 378,170	\$ 213,339	\$ 20,066,120	\$ 1,170,000	\$ 48,380
Technology Campus											
Expansion for Technical & Workforce training programs			\$ 12,000,000	\$ 9,297,546	\$ 2,702,454	\$ 14,115		\$ 137,835	\$ 9,449,496	\$ 850,000	\$ 18,300
Parking & Site Improvements (1,793,216 +192,604 = 1,985,820)		\$ 102,575	\$ 752,575	\$ 1,563,574	\$ (810,999)	\$ 885		\$ 8,633	\$ 1,573,092	\$ 75,000	\$ -
Subtotal	\$ -	\$ 102,575	\$ 12,752,575	\$ 10,861,120	\$ 1,891,455	\$ 15,000	\$ -	\$ 146,468	\$ 11,022,588	\$ 925,000	\$ 18,300
Mid Valley Campus											
Professional & Science Bldg.			\$ 13,500,000	\$ 14,453,388	\$ (953,388)	\$ 28,377		\$ 155,099	\$ 14,636,864	\$ 800,000	\$ 26,858
Expansion for Technical & Workforce training programs			\$ 1,750,000	\$ 1,750,000	\$ -	\$ 3,679		\$ 20,095	\$ 1,773,774	\$ 125,000	\$ 3,531
Library Expansion		\$ -	\$ 1,750,000	\$ 2,462,776	\$ (712,776)	\$ 3,679		\$ 20,095	\$ 2,486,550	\$ 150,000	\$ 3,661
Student Services Bldg. Expansion	\$ 325,000		\$ 2,825,000	\$ 3,850,923	\$ (1,025,923)	\$ 5,939		\$ 32,401	\$ 3,889,263	\$ 750,000	\$ 5,038
Thermal Plant Expansion			\$ 3,800,000	\$ 3,896,698	\$ (96,698)	\$ 8,054	\$ 714,200	\$ 42,877	\$ 4,661,829	\$ 275,000	\$ 1,412
Parking & Site Improvements		\$ 492,063	\$ 2,492,063	\$ 2,369,777	\$ 122,286	\$ 5,272		\$ 33,638	\$ 2,408,687	\$ 247,915	\$ -
Subtotal	\$ 325,000	\$ 492,063	\$ 26,117,063	\$ 28,783,562	\$ (2,666,499)	\$ 55,000	\$ 714,200	\$ 304,205	\$ 29,856,967	\$ 2,347,915	\$ 40,500
Starr County Campus											
Health Professionals & Science Ctr. And STEM programs			\$ 8,500,000	\$ 9,521,000	\$ (1,021,000)	\$ 25,985		\$ 94,645	\$ 9,641,630	\$ 550,000	\$ 31,935
Expand technical workforce training facilities			\$ 1,600,000	\$ 1,600,000	\$ -	\$ 4,891		\$ 18,397	\$ 1,623,288	\$ 110,000	\$ 6,101
Library and renovate existing space for Culteral Arts Center			\$ 2,800,000	\$ 3,700,000	\$ (900,000)	\$ 8,560		\$ 32,175	\$ 3,740,735	\$ 200,000	\$ 10,832
Expansion of student services, advising, admissions, and financ			\$ 850,000	\$ 1,320,000	\$ (470,000)	\$ 2,598		\$ 9,770	\$ 1,332,368	\$ 75,000	\$ 3,279
Expansion of student activities building			\$ 850,000	\$ 1,365,000	\$ (515,000)	\$ 2,598		\$ 9,770	\$ 1,377,368	\$ 75,000	\$ 3,229
Thermal Plant Expansion			\$ 3,800,000	\$ 3,911,000	\$ (111,000)	\$ 11,617	\$ 563,901	\$ 43,643	\$ 4,530,161	\$ 300,000	\$ 2,624
Parking & Site Improvements (GMP 1 - 119,800)		\$ 226,820	\$ 1,226,820	\$ 3,496,950	\$ (2,270,130)	\$ 3,751		\$ 14,059	\$ 3,514,760	\$ 100,000	\$ -
Subtotal	\$ -	\$ 226,820	\$ 19,626,820	\$ 24,913,950	\$ (5,287,130)	\$ 60,000	\$ 563,901	\$ 222,459	\$ 25,760,310	\$ 1,410,000	\$ 58,000
Regional Center for Public Safety Excellence - Pharr											
New Regional Center for Publish Safety			\$ 2,800,000	\$ 3,150,000	\$ (350,000)	\$ -		\$ 32,344	\$ 3,182,344	\$ 200,000	\$ 4,800
Parking & Site Improvements			\$ 200,000	\$ 700,000	\$ (500,000)	\$ -		\$ 2,185	\$ 702,185	\$ 50,000	\$ -
Subtotal	\$ -	\$ -	\$ 3,000,000	\$ 3,850,000	\$ (850,000)	\$ -	\$ -	\$ 34,529	\$ 3,884,529	\$ 250,000	\$ 4,800
STC La Joya Teaching Site (Jimmy Carter ECHS)											
Develop STEM labs and entry level workforce training programs			\$ 1,100,000	\$ 1,100,000	\$ -	\$ -		\$ 10,370	\$ 1,110,370	\$ 100,000	\$ 3,000
Subtotal	\$ -	\$ -	\$ 1,100,000	\$ 1,100,000	\$ -	\$ -	\$ -	\$ 10,370	\$ 1,110,370	\$ 100,000	\$ 3,000
Total	\$ 1,285,000	\$ 1,266,298	\$ 119,682,768	\$ 129,961,237	\$ (10,278,469)	\$ 218,000	\$ 2,209,711	\$ 1,371,671	\$ 133,760,619	\$ 8,702,915	\$ 237,090

SOUTH TEXAS COLLEGE
2013 Bond Construction Program
Program Budget Summary Spreadsheet
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2013 Bond Program Budget Summary Facilities Committee Meeting of Dec. 6, 2016	Professional Services		Furniture	Technology	Misc. Cost (1.5 % of CCL)	SUBTOTAL	Total Project Cost Summary			
	CPM	Additional Serv.					TOTAL Projected Costs to date	Bond Total Cost	Variance [Total Projected Costs to Bond Total Cost]	Explanation for project over/under budget
Pecan Campus										
North Academic Building	\$ 371,010	\$ 86,698	\$ 675,000	\$ 1,024,009	\$ 164,265	\$ 13,309,375	\$ 13,309,375	\$ 14,843,110	\$ 1,533,735	
South Academic Building	\$ 236,318	\$ 54,586	\$ 450,000	\$ 732,589	\$ 110,638	\$ 8,744,609	\$ 8,744,609	\$ 9,454,426	\$ 709,817	
STEM Building	\$ 327,523	\$ 75,653	\$ 550,000	\$ 681,873	\$ 145,548	\$ 12,875,572	\$ 12,875,572	\$ 13,103,319	\$ 227,747	
Multi-purpose space for student support srvs. & activities	\$ 220,666	\$ 50,971	\$ 500,000	\$ 311,901	\$ 94,548	\$ 8,559,345	\$ 8,559,345	\$ 8,828,254	\$ 268,909	
Thermal Plant Expansion	\$ 138,526	\$ 30,998	\$ -	\$ 55,282	\$ 62,910	\$ 5,439,961	\$ 5,439,961	\$ 5,542,049	\$ 102,088	
Parking & Site Improvements (GMP Included Atl. #1 & #2)	\$ 62,245	\$ 14,378	\$ -	\$ -	\$ 30,366	\$ 2,953,484	\$ 2,953,484	\$ 2,490,261	\$ (463,223)	
Subtotal	\$ 1,356,288	\$ 313,284	\$ 2,175,000	\$ 2,805,654	\$ 608,275	\$ 51,882,346	\$ 51,882,346	\$ 54,261,419	\$ 2,379,073	
Nursing & Allied Health Campus										
Expansion for Nursing & Allied Health	\$ 566,022	\$ 130,743	\$ 820,000	\$ 1,192,881	\$ 250,875	\$ 21,239,351	\$ 21,239,351	\$ 21,773,439	\$ 534,088	
Thermal Plant Expansion	\$ 900	\$ -	\$ -	\$ -	\$ 2,722	\$ 664,908	\$ 664,908	\$ 601,877	\$ (63,031)	
Parking & Site Improvements	\$ 36,194	\$ 8,360	\$ -	\$ -	\$ 12,616	\$ 2,401,554	\$ 2,401,554	\$ 1,717,717	\$ (683,837)	
Subtotal	\$ 603,116	\$ 139,103	\$ 820,000	\$ 1,192,881	\$ 266,213	\$ 24,305,813	\$ 24,305,813	\$ 24,093,033	\$ (212,780)	
Technology Campus										
Expansion for Technical & Workforce training programs	\$ 374,227	\$ 84,197	\$ 600,000	\$ 668,249	\$ 156,193	\$ 12,200,662	\$ 12,200,662	\$ 14,864,990	\$ 2,664,328	
Parking & Site Improvements (1,793,216 +192,604 = 1,985,820)	\$ 19,959	\$ 6,855	\$ -	\$ -	\$ 27,915	\$ 1,702,821	\$ 1,702,821	\$ 905,324	\$ (797,497)	Includes a partial buy-out savings on Parking & S
Subtotal	\$ 394,186	\$ 91,052	\$ 600,000	\$ 668,249	\$ 184,108	\$ 13,903,483	\$ 13,903,483	\$ 15,770,314	\$ 1,866,831	
Mid Valley Campus										
Professional & Science Bldg.	\$ 449,002	\$ 128,285	\$ 900,000	\$ 992,248	\$ 217,513	\$ 18,150,770	\$ 18,150,770	\$ 17,277,682	\$ (873,088)	
Expansion for Technical & Workforce training programs	\$ 61,324	\$ 11,096	\$ 100,000	\$ 149,818	\$ 44,956	\$ 2,269,499	\$ 2,269,499	\$ 2,257,363	\$ (12,136)	Approved by Board- Project on Hold 11.22.16
Library Expansion	\$ 62,092	\$ 10,867	\$ 150,000	\$ 107,559	\$ 35,466	\$ 3,006,195	\$ 3,006,195	\$ 2,288,968	\$ (717,227)	
Student Services Bldg. Expansion	\$ 99,843	\$ 16,376	\$ 150,000	\$ 157,165	\$ 52,889	\$ 5,120,574	\$ 5,120,574	\$ 4,114,228	\$ (1,006,346)	Recommended 7/6/16 Facilities Committee
Thermal Plant Expansion	\$ 110,605	\$ 28,207	\$ -	\$ 58,748	\$ 56,810	\$ 5,192,611	\$ 5,192,611	\$ 5,042,398	\$ 150,213	
Parking & Site Improvements	\$ 61,397	\$ 14,182	\$ -	\$ -	\$ 29,806	\$ 2,761,987	\$ 2,761,987	\$ 2,796,035	\$ 34,048	
Subtotal	\$ 844,263	\$ 209,013	\$ 1,300,000	\$ 1,465,538	\$ 437,440	\$ 36,501,636	\$ 36,501,636	\$ 33,776,674	\$ (2,724,962)	
Starr County Campus										
Health Professionals & Science Ctr. And STEM programs	\$ 294,243	\$ 69,998	\$ 600,000	\$ 667,262	\$ 135,615	\$ 11,990,683	\$ 11,990,683	\$ 11,267,182	\$ (723,501)	
Expand technical workforce training facilities	\$ 53,961	\$ 11,841	\$ 100,000	\$ 78,051	\$ 46,410	\$ 2,029,652	\$ 2,029,652	\$ 2,051,983	\$ 22,331	Approved by Board- Project on Hold 11.22.16
Library and renovate existing space for Culteral Arts Center	\$ 92,988	\$ 19,493	\$ 250,000	\$ 269,378	\$ 51,105	\$ 4,634,531	\$ 4,634,531	\$ 3,732,378	\$ (902,153)	
Expansion of student services, advising, admissions, and financ	\$ 30,473	\$ 5,975	\$ 60,000	\$ 101,372	\$ 17,976	\$ 1,626,443	\$ 1,626,443	\$ 1,162,522	\$ (463,921)	
Expansion of student activities building	\$ 30,935	\$ 5,831	\$ 60,000	\$ 106,431	\$ 17,516	\$ 1,676,310	\$ 1,676,310	\$ 1,166,402	\$ (509,908)	
Thermal Plant Expansion	\$ 109,321	\$ 28,207	\$ -	\$ 44,342	\$ 58,665	\$ 5,073,320	\$ 5,073,320	\$ 4,938,772	\$ (134,548)	
Parking & Site Improvements (GMP 1 - 119,800)	\$ 30,888	\$ 7,135	\$ -	\$ -	\$ 18,558	\$ 3,671,341	\$ 3,671,341	\$ 1,397,789	\$ (2,273,552)	Total Includes Alternates 1-3 Only
Subtotal	\$ 642,809	\$ 148,480	\$ 1,070,000	\$ 1,266,836	\$ 345,845	\$ 30,702,280	\$ 30,702,280	\$ 25,717,028	\$ (4,985,252)	
Regional Center for Public Safety Excellence - Pharr										
New Regional Center for Publish Safety	\$ 99,344	\$ 22,947	\$ 150,000	\$ 371,977	\$ 42,000	\$ 4,073,412	\$ 4,073,412	\$ 3,655,134	\$ (418,278)	
Parking & Site Improvements	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 755,185	\$ 755,185	\$ 319,337	\$ (435,848)	
Subtotal	\$ 99,344	\$ 22,947	\$ 150,000	\$ 371,977	\$ 45,000	\$ 4,828,597	\$ 4,828,597	\$ 3,974,471	\$ (854,126)	
STC La Joya Teaching Site (Jimmy Carter ECHS)										
Develop STEM labs and entry level workforce training programs	\$ 35,894	\$ 8,292	\$ 50,000	\$ 249,100	\$ 16,500	\$ 1,573,156	\$ 1,573,156	\$ 1,436,000	\$ (137,156)	
Subtotal	\$ 35,894	\$ 8,292	\$ 50,000	\$ 249,100	\$ 16,500	\$ 1,573,156	\$ 1,573,156	\$ 1,436,000	\$ (137,156)	
Total	\$ 3,975,900	\$ 932,171	\$ 6,165,000	\$ 8,020,235	\$ 1,903,381	\$ 163,697,311	\$ 163,697,311	\$ 159,028,939	\$ (4,668,372)	Added \$384,219 to Misc. Expense (7/1/16)

COLOR CODES LEGEND
Priority Projects - Fall 2017 & Spring 2018
Non-Bond Projects
Projects with Board Approved Partial GMP's
Bond Program Accountability



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South Texas College
2013 Bond Construction Program
Construction Budget Summary Spreadsheet
Facilities Committee Meeting of Dec. 6, 2016



2013 BOND PROJECTS MANAGED BY BROADUS Program Construction Budget Summary Spreadsheet	Original CCLs	Fixed Assets	IT Duct banks	Revised CCLs GMP Target	Approved GMPs	Board Approved Changes Orders	Adjusted GMP Amount by Approved Change	Projected GMPs	Projected Variance	Current Est. & Approved GMPs	Total Variance CCLs / GMPs	Projected Design Contingency	GMP Design Contingency	GMP Design Contingency Expenditures or Savings	GMP Design Contingency Remaining Balance	Change orders	Projected Construction Contingency	GMP Construction Contingency	Construction Contingency Expenditures or Savings	GMP Contingency Remaining Balance	Expenditures Authorized by Broadus & Associates	Change orders	Projected Buy-Out Savings @3%	Actual Buy-Out Savings To Date	Actual Buy-Out Savings % Based on GMP Buy-Out	Board Approved Expenditures from Savings	Total Balance of Actual Design & Construction Contingency and Buy-Out Savings	Change orders	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	BB	
Pecan Campus (PBK/Wilson)																													
1 North Academic	\$ 10,500,000			\$ 10,500,000	\$ 10,951,000	\$ (720,878)	\$ 10,230,122	\$ -	\$ -	\$ 10,230,122	\$ 269,878	\$ 102,301	\$ 104,000	\$ -	\$ 104,000		\$ 150,000	\$ 162,000	\$ -	\$ 162,000	\$ -		\$ 306,904	\$ (720,878)	7%	\$ -	\$ 986,878	C.O. #	
2 South Academic	\$ 6,800,000			\$ 6,800,000	\$ 6,657,834	\$ -	\$ 6,657,834	\$ -	\$ -	\$ 6,657,834	\$ 142,166	\$ 66,578	\$ 66,500	\$ -	\$ 66,500		\$ 100,000	\$ 98,355	\$ -	\$ 98,355	\$ -		\$ 199,735	\$ -	0%	\$ -	\$ 164,855		
3 STEM Building	\$ 8,500,000			\$ 8,500,000	\$ 10,417,059	\$ -	\$ 10,417,059	\$ -	\$ -	\$ 10,417,059	\$ (1,917,059)	\$ 104,171	\$ 104,000	\$ -	\$ 104,000		\$ 125,000	\$ 153,990	\$ -	\$ 153,990	\$ -		\$ 312,512	\$ -	0%	\$ -	\$ 257,990		
4 Student Activities & Cafeteria	\$ 5,700,000	\$ 585,000		\$ 6,285,000	\$ 6,888,179	\$ -	\$ 6,888,179	\$ -	\$ -	\$ 6,888,179	\$ (603,179)	\$ 68,882	\$ 70,000	\$ -	\$ 70,000		\$ 85,000	\$ 100,000	\$ -	\$ 100,000	\$ -		\$ 206,645	\$ -	0%	\$ -	\$ 170,000		
5 Thermal Plant Expansion	\$ 4,300,000			\$ 4,300,000	\$ 4,194,000	\$ -	\$ 4,194,000	\$ -	\$ -	\$ 4,194,000	\$ 106,000	\$ 41,940	\$ 110,000	\$ (66,695)	\$ 43,305	co 4	\$ 50,000	\$ 50,000	\$ (42,081)	\$ 7,919	\$ 367	co 2	\$ 125,820	\$ -	0%	\$ -	\$ 51,224		
6 Parking and Site Improvements	\$ 2,000,000		\$ 122,925	\$ 2,122,925	\$ 2,618,800	\$ -	\$ 2,618,800	\$ -	\$ -	\$ 2,618,800	\$ (495,875)	\$ 21,473	\$ 25,000	\$ -	\$ 25,000		\$ 30,000	\$ 37,500	\$ -	\$ 37,500	\$ -		\$ 64,420	\$ -	0%	\$ -	\$ 62,500		
Pecan Campus Subtotal	\$ 37,800,000	\$ 585,000	\$ 122,925	\$ 38,507,925	\$ 41,726,872	\$ (720,878)	\$ 41,005,994	\$ -	\$ -	\$ 41,005,994	\$ (2,498,069)	\$ 405,345	\$ 479,500	\$ (66,695)	\$ 412,805		\$ 540,000	\$ 601,845	\$ (42,081)	\$ 559,764	\$ 367		\$ 1,216,036	\$ (720,878)		\$ -	\$ 1,693,447		
Nursing/Allied Health Campus																													
7 Campus Expansion (\$12,867,860)	\$ 16,600,000	\$ 375,000		\$ 16,975,000	\$ 17,009,860	\$ -	\$ 17,009,860	\$ -	\$ -	\$ 17,009,860	\$ (34,860)	\$ 170,099	\$ 130,000	\$ -	\$ 130,000		\$ 250,000	\$ 115,000	\$ -	\$ 115,000	\$ -		\$ 510,296	\$ -	0%	\$ -	\$ 245,000		
8 Structural Pkg. (\$4,142,000)					incl'd in total above			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,600	\$ -	\$ 42,600		\$ -	\$ 63,900	\$ -	\$ 63,900	\$ -		\$ -	\$ -	0%	\$ -	\$ 106,500		
9 Thermal Plant Expansion - Bond	\$ -			\$ -	\$ 230,788	\$ -	\$ 230,788	\$ -	\$ -	\$ 230,788	\$ (230,788)	\$ 2,308	\$ 2,200	\$ -	\$ 2,200		\$ -	\$ 3,386	\$ -	\$ 3,386	\$ -		\$ 6,924	\$ -	0%	\$ -	\$ 5,586		
9a T.P. Expansion - NB (\$3,200,000)																													
10 Parking and Site Improvements	\$ 1,100,000		\$ 321,915	\$ 1,421,915	\$ 2,205,963	\$ -	\$ 2,205,963	\$ -	\$ -	\$ 2,205,963	\$ (784,048)	\$ 22,060	\$ 23,000	\$ -	\$ 23,000		\$ 16,000	\$ 34,207	\$ -	\$ 34,207	\$ -		\$ 66,179	\$ -	0%	\$ -	\$ 57,207		
Nursing & Allied Health Subtotal	\$ 17,700,000	\$ 375,000	\$ 321,915	\$ 18,396,915	\$ 19,446,611	\$ -	\$ 19,446,611	\$ -	\$ -	\$ 19,446,611	\$ (1,049,696)	\$ 194,466	\$ 197,800	\$ -	\$ 197,800		\$ 266,000	\$ 216,493	\$ -	\$ 216,493	\$ -		\$ 583,398	\$ -		\$ -	\$ 414,293		
Technology Campus																													
11 Southwest Bldg. Reno Pkg	\$ 12,000,000			\$ 12,000,000	\$ 10,533,587	\$ (1,236,041)	\$ 9,297,546	\$ -	\$ -	\$ 9,297,546	\$ 2,702,454	\$ 92,975	\$ 94,716	\$ (9,106)	\$ 85,610	co 1	\$ 175,000	\$ 142,074	\$ (5,141)	\$ 136,933	\$ -		\$ 278,926	\$ (1,221,794)	13%	\$ -	\$ 1,444,337	co 2	
12 Demo. Pkg GMP (\$358,106)					incl'd in total above			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,012	\$ -	\$ 5,012		\$ -	\$ 10,282	\$ -	\$ 10,282	\$ -		\$ -	\$ -	0%	\$ -	\$ 15,294		
13 Pkg. & Site mprove. (Incl alt 1,2)	\$ 650,000		\$ 102,575	\$ 752,575	\$ 1,985,820	\$ (422,246)	\$ 1,563,574	\$ -	\$ -	\$ 1,563,574	\$ (810,999)	\$ 15,636	\$ 10,331	\$ (9,105)	\$ 1,226	co 1	\$ 10,000	\$ 15,497	\$ (5,141)	\$ 10,356	\$ -		\$ 46,907	\$ (408,000)	26%	\$ -	\$ 419,582	co 3	
14 Demolition Pkg. GMP (\$192,604)	\$ -		\$ -	\$ -	incl'd in total above			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,699	\$ -	\$ 2,699		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	0%	\$ -	\$ 2,699		
Technology Campus Subtotal	\$ 12,650,000	\$ -	\$ 102,575	\$ 12,752,575	\$ 12,519,407	\$ (1,658,287)	\$ 10,861,120	\$ -	\$ -	\$ 10,861,120	\$ 1,891,455	\$ 108,611	\$ 112,758	\$ (18,211)	\$ 94,547		\$ 185,000	\$ 167,853	\$ (10,282)	\$ 157,571	\$ -		\$ 325,834	\$ (1,629,794)		\$ -	\$ 1,881,912		
Mid Valley Campus (Skanska/ROFA)																													
15 Health Professions & Science	\$ 13,500,000			\$ 13,500,000	\$ 14,453,388	\$ -	\$ 14,453,388	\$ -	\$ -	\$ 14,453,388	\$ (953,388)	\$ 216,801	\$ 193,887	\$ -	\$ 193,887		\$ 201,033	\$ 193,887	\$ -	\$ 193,887	\$ -		\$ 433,602	\$ -	0%	\$ -	\$ 387,774		
16 Workforce Expansion (EGV /Skanska)	\$ 1,750,000			\$ 1,750,000	\$ -	\$ -	\$ -	\$ 1,750,000	\$ -	\$ 1,750,000	\$ -	\$ 26,250	\$ -	\$ -	\$ -		\$ 25,000	\$ -	\$ -	\$ -	\$ -		\$ 52,500	\$ -	0%	\$ -	\$ -		
17 Library - Bond Project	\$ 1,750,000			\$ 1,750,000	\$ 2,462,776	\$ -	\$ 2,462,776	\$ -	\$ -	\$ 2,462,776	\$ (712,776)	\$ -	\$ 34,723	\$ -	\$ 34,723		\$ -	\$ 34,723	\$ -	\$ 34,723	\$ -		\$ 70,932	\$ -	0%	\$ -	\$ 69,446		
18 Student Services Bldg.	\$ 2,500,000	\$ 325,000		\$ 2,825,000	\$ 3,850,923	\$ -	\$ 3,850,923	\$ -	\$ -	\$ 3,850,923	\$ (1,025,923)	\$ 57,764	\$ 51,049	\$ -	\$ 51,049		\$ 37,000	\$ 51,093	\$ -	\$ 51,093	\$ -		\$ 115,528	\$ -	0%	\$ -	\$ 102,142		
19 Thermal Plant Expansion +NB Fund	\$ 3,800,000			\$ 3,800,000	\$ 3,787,322	\$ 109,376	\$ 3,896,698	\$ -	\$ -	\$ 3,896,698	\$ (96,698)	\$ 58,450	\$ 61,547	\$ -	\$ 61,547		\$ 61,547	\$ 61,547	\$ -	\$ 61,547	\$ -		\$ 116,901	\$ -	0%	\$ 109,367	\$ 123,094	co 1	
20 Parking and Site Improvements	\$ 2,000,000		\$ 492,063	\$ 2,492,063	\$ 2,479,153	\$ (109,376)	\$ 2,369,777	\$ -	\$ -	\$ 2,369,777	\$ 122,286	\$ 35,547	\$ 31,731	\$ -	\$ 31,731		\$ 31,731	\$ 31,731	\$ -	\$ 31,731	\$ -		\$ 71,093	\$ (109,367)	4%	\$ -	\$ 172,829	co 1	
Mid Valley Campus Subtotal	\$ 25,300,000	\$ 325,000	\$ 492,063	\$ 26,117,063	\$ 27,033,562	\$ -	\$ 27,033,562	\$ 1,750,000	\$ -	\$ 28,783,562	\$ (2,666,499)	\$ 394,812	\$ 372,937	\$ -	\$ 372,937		\$ 356,311	\$ 372,981	\$ -	\$ 372,981	\$ -		\$ 860,556	\$ (109,367)		\$ 109,367	\$ 855,285		
Starr County Campus																													
21 Health Professions & Science (7,785,000)	\$ 8,500,000			\$ 8,500,000	\$ 9,521,000	\$ -	\$ 9,521,000	\$ -	\$ -	\$ 9,521,000	\$ (1,021,000)	\$ 95,210	\$ 78,000	\$ -	\$ 78,000		\$ 125,000	\$ 117,000	\$ -	\$ 117,000	\$ -		\$ 285,630	\$ -	0%	\$ -	\$ 195,000		
22 Structural Pkg. GMP 1 (\$1,736,000)	\$ -			\$ -	incl'd in total above			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ -	\$ 18,000		\$ -	\$ 26,000	\$ -	\$ 26,000	\$ -		\$ -	\$ -	0%	\$ -	\$ 44,000		
23 Workforce Expansion (30% CD Estimate)	\$ 1,600,000			\$ 1,600,000	\$ -	\$ -	\$ -	\$ 1,600,000	\$ -	\$ 1,600,000	\$ -	\$ 16,000	\$ -	\$ -	\$ -		\$ 25,000	\$ -	\$ -	\$ -	\$ -		\$ 48,000	\$ -	0%	\$ -	\$ -		
24 Library Expansion	\$ 2,800,000			\$ 2,800,000	\$ 3,700,000	\$ -	\$ 3,700,000	\$ -	\$ -	\$ 3,700,000	\$ (900,000)	\$ 37,000	\$ 37,000	\$ -	\$ 37,000		\$ 42,000	\$ 55,500	\$ -	\$ 55,500	\$ -		\$ 111,000	\$ -	0%	\$ -	\$ 92,500		
25 Student Services Building	\$ 850,000			\$ 850,000	\$ 1,320,000	\$ -	\$ 1,320,000	\$ -	\$ -	\$ 1,320,000	\$ (470,000)	\$ 13,200	\$ 13,000	\$ -	\$ 13,000		\$ 13,000	\$ 19,500	\$ -	\$ 19,500	\$ -		\$ 39,600	\$ -	0%	\$ -	\$ 32,500		
26 Student Activities Building	\$ 850,000			\$ 850,000	\$ 1,365,000	\$ -	\$ 1,365,000	\$ -	\$ -	\$ 1,365,000	\$ (515,000)	\$ 13,650	\$ 14,000	\$ -	\$ 14,000		\$ 13,000	\$ 21,000	\$ -	\$ 21,000	\$ -		\$ 40,950	\$ -	0%	\$ -	\$ 35,000		
27 Thermal Plant Expansion + NB Funds	\$ 3,800,000			\$ 3,800,000	\$ 3,911,000	\$ -	\$ 3,911,000	\$ -	\$ -	\$ 3,911,000	\$ (111,000)	\$ 39,110	\$ 39,000	\$ -	\$ 39,000		\$ 55,000	\$ 58,000	\$ -	\$ 58,000	\$ -		\$ 117,330	\$ -	0%	\$ -	\$ 97,000		
28 Parking and Site Improvements	\$ 1,000,000		\$ 226,820	\$ 1,226,820	\$ 3,496,950	\$ -	\$ 3,496,950	\$ -	\$ -	\$ 3,496,950	\$ (2,270,130)	\$ 34,970	\$ 52,454	\$ -	\$ 52,454		\$ 15,000	\$ 52,454	\$ -	\$ 52,454	\$ -		\$ 104,909	\$ -	0%	\$ -	\$ 104,909		
29 Partial GMP - Board Approved 6.28.16	\$ -		\$ -	\$ -	\$ 119,800	\$ -	\$ 119,800	\$ -	\$ -	\$ 119,800	\$ -	\$ -	\$ 3,600	\$ -	\$ 3,600		\$ -	\$ 1,800	\$ -	\$ 1,800	\$ -		\$ -	\$ -	0%	\$ -	\$ 5,400		
Starr County Campus Subtotal	\$ 19,400,000 </																												



**South Texas College
Non-Bond Commitments and Expenditures
As of December 6, 2016**

I. Non Bond Commitments				
Project Name - Item Description	Approved Board Dates	Board Approved Expenditures	Not Board Approved Projected Expenditures	Actual GMP/Projected Expenditures
Nursing & Allied Health Campus				
Nursing & Allied Health Campus Thermal Plant				
1 Thermal Plant - Design	10/27/2015	\$ 112,200	\$ -	\$ 112,200
2 Thermal Plant - Construction	11/22/2016	2,867,847	-	2,867,847
3 Thermal Plant - Miscellaneous	10/27/2015	26,000		26,000
4 Thermal Plant - FFE and Technology			60,000	60,000
Nursing & Allied Health Campus Thermal Plant Parking and Site Improvements				
5 Thermal Plant Parking and Site Improvement - Design	10/27/2015	12,000	-	12,000
6 Thermal Plant Parking and Site Improvement - Construction	11/22/2016	229,010	-	229,010
7 Thermal Plant Parking and Site Improvement - Miscellaneous	10/27/2015	5,000	-	5,000
NAH Campus Subtotal		\$ 3,252,057	\$ 60,000	\$ 3,312,057
Mid Valley Campus				
Mid Valley Campus Library Retrofit				
8 Library Retrofit - Design	10/27/2015	\$ 138,213		\$ 138,213
9 Library Retrofit - Construction	11/22/2016	1,123,682		1,123,682
10 Library Retrofit - Miscellaneous	10/27/2015	6,000		6,000
11 Library Retrofit - FFE and Technology			520,000	520,000
Mid Valley Campus Workforce Restroom Retrofit				
12 Workforce Restroom Retrofit		-	100,000	100,000
Mid Valley Campus Subtotal		\$ 1,267,895	\$ 620,000	\$ 1,887,895
Starr County Campus				
13 Workforce Restroom Retrofit		\$ -	\$ 180,000	\$ 180,000
Starr County Campus Subtotal		\$ -	\$ 180,000	\$ 180,000
Regional Center for Public Safety Excellence				
14 Parking and Site Improvements - Design	1/26/2016	\$ 85,000		\$ 85,000
15 Parking and Site Improvements - Construction and Miscellaneous			\$ 915,000	\$ 915,000
Regional Center for Public Safety Excellence Subtotal		\$ 85,000	\$ 915,000	\$ 1,000,000
Total Non-Bond Expenditures		\$ 4,604,952	\$ 1,775,000	\$ 6,379,952

II. Bond and Non Bond Budget Deficits - Board Approved - as of November 22, 2016				
<small>(Includes deficits realized after use of Program Contingency Amount)</small>				
Project Name - Item Description	Approved Board Dates	Bond Budget Deficits	Non-Bond Budget Deficits	Total Bond & Non Bond Deficits
1 Mid Valley Campus Thermal Plant Alternate 1 & 2	4/26/2016	\$ -	\$ 718,947	\$ 718,947
2 Starr County Campus Thermal Plant Alternate	6/28/2016	-	788,305	788,305
3 Pecan Parking and Site Improvements Contingency Variance	9/27/2016	171,819	-	171,819
4 NAH Campus Parking and Site Improvements GMP Variance	10/27/2016	784,048	-	784,048
5 Starr County Campus Library Expansion GMP Variance	10/27/2016	900,000	-	900,000
6 NAH Campus Thermal Plant GMP Variance	11/22/2016	230,788	-	230,788
7 Starr County Campus Student Services GMP Variance	11/22/2016	470,000	-	470,000
8 Starr County Campus Student Activities GMP Variance	11/22/2016	515,000	-	515,000
9 Mid Valley Campus Library Expansion GMP Variance	11/22/2016	712,776	-	712,776
10 Tech Campus Southwest Renovation Building Deductive Change Order	11/22/2016	(1,115,311)	-	(1,115,311)
11 Starr County Campus Parking and Site Improvement GMP Variance w/ Alternates	11/22/2016	2,270,130	-	2,270,130
Total Non Bond Funds Required to Cover Bond Budget Deficits		\$ 4,939,250	\$ 1,507,252	\$ 6,446,502

III. Bond Budget Deficits - Not Board Approved - as of December 6, 2016				
Project Name - Item Description	Proposed Board Dates	Proposed Bond Budget Deficits	Proposed Non-Bond Budget Deficits	Total Proposed Bond & Non Bond Deficits
1 Pecan Campus North Academic Building Buyout Savings	12/13/2016	(720,878)	-	(720,878)
2 Tech Campus Parking & Site Improvements Buyout Savings	12/13/2016	(400,000)		(400,000)
Total Non Bond Funds Required to Cover Bond Budget Deficits		\$ (1,120,878)	\$ -	\$ (1,120,878)

Total Non Bond Expenditures (I, II, and III)	\$ 3,818,372	\$ 7,887,204	\$ 11,705,576
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IV. Additional Projected Deficits CCL/GMP			
Item Description	Proposed Bond Budget Deficits	Non-Bond Budget Deficits	Total Deficits
Additional Projected Deficits CCL/GMP - per Broadbuss and Associates	\$ 850,000	\$ -	\$ 850,000

Grand Total Non Bond Expenditures (I, II, III, and IV)	\$ 4,668,372	\$ 7,887,204	\$ 12,555,576
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**South Texas College
2013 Bond Construction Program
Tracking Contingency Log**

#	Item Description	Budget Variance	Contingency Balance
1	Original Contingency Balance	\$ -	\$ 9,978,348
Approved GMPs			
2	Pecan Campus North Academic GMP Variance	\$ (451,000)	\$ 9,527,348
3	Pecan South Academic GMP Variance	\$ 142,166	\$ 9,669,514
4	Pecan STEM Bldg. GMP Variance	\$ (1,917,059)	\$ 7,752,455
5	Pecan Campus Student Services GMP Variance	\$ (603,179)	\$ 7,149,276
6	Pecan Thermal Energy Plant GMP Variance	\$ 106,000	\$ 7,255,276
7	Pecan Parking and Site Improvements GMP Variance	\$ (495,875)	\$ 6,759,401
8	NAH Campus Expansion GMP Variance	\$ (34,860)	\$ 6,724,541
9	NAH Campus Parking and Site Improvements GMP Variance	\$ (784,048)	\$ 5,940,493
10	Technology Campus Renovation GMP Variance	\$ 1,466,413	\$ 7,406,906
11	Technology Campus Site & Parking GMP Variance	\$ (1,335,820)	\$ 6,071,086
12	Technology Campus Site & Parking IT Duct Bank	\$ 102,575	\$ 6,173,661
13	Mid Valley Health Professions GMP Variance	\$ (953,388)	\$ 5,220,273
14	Mid Valley Student Services Building Expansion GMP Variance	\$ (1,025,923)	\$ 4,194,350
15	Mid Valley Thermal Energy Plant GMP Variance	\$ (96,698)	\$ 4,097,652
16	Mid Valley Parking & Site Improvements GMP Variance	\$ 122,286	\$ 4,219,938
17	Change Order - Mid Valley Thermal Plant	\$ 109,376	\$ 4,329,314
18	Change Order - Mid Valley Parking and Site Improvements	\$ (109,376)	\$ 4,219,938
19	Starr County Campus Health Professions GMP Variance	\$ (1,021,000)	\$ 3,198,938
20	Starr County Campus Library Expansion GMP Variance	\$ (900,000)	\$ 2,298,938
21	Starr County Thermal Energy Plant GMP Variance	\$ (111,000)	\$ 2,187,938
22	Starr County Campus Student Services GMP Variance	\$ (470,000)	\$ 1,717,938
23	Starr County Campus Student Activities GMP Variance	\$ (515,000)	\$ 1,202,938
24	NAH Campus Thermal Plant (Bond Funded) GMP Variance	\$ (230,788)	\$ 972,150
25	Mid Valley Campus Library Expansion GMP Variance	\$ (712,776)	\$ 259,374
26	Starr County Campus Parking and Site Improvements GMP Variance with Alternates	\$ (2,270,130)	\$ (2,010,756)
Deductive Change Orders - Buyout Savings			
27	Deductive Change Orders-Tech Campus Renovation	\$ 120,730	\$ (1,890,026)
28	Deductive Change Orders-Tech Campus Parking & Site	\$ 22,246	\$ (1,867,780)
29	Deductive Change Orders-Tech Campus Renovation	\$ 1,115,311	\$ (752,469)
30	Deductive Change Orders-North Academic	\$ 720,878	\$ (31,591)
31	Deductive Change Orders-Tech Parking & Site Improvements	\$ 400,000	\$ 368,409
Other Expenditures			
27	A/E Fees	\$ 2,992,085	\$ 3,360,494
28	Chillers Procurement	\$ (2,209,711)	\$ 1,150,783
29	CMR Preconstruction Services for all projects	\$ (218,000)	\$ 932,783
30	B&A Reimbursable Expense for Travel	\$ (900)	\$ 931,883
31	B&A Additional Services - Includes AV/IT, Wage Scale Survey, BIM FM, Traffic Study	\$ (932,171)	\$ (288)
32	FF&E- Portion used for Consultant Fees	\$ 66,186	\$ 65,898
33	FF&E Consultant-Not in Original Amount	\$ (237,090)	\$ (171,192)
34	Technology	\$ 703,422	\$ 532,230
35	IT Duct bank-Not in Original Scope	\$ (1,266,298)	\$ (734,068)
36	Fixed Kitchen Equipment-Not in Original Scope	\$ (1,285,000)	\$ (2,019,068)
37	OCIP	\$ (1,371,671)	\$ (3,390,739)
37	Miscellaneous Expense Increase	\$ (427,633)	\$ (3,818,372)
Current and Additional Projected Liability Exposure			
40	Current Program Contingency Balance	\$ -	\$ (3,818,372)
41	Mid Valley Workforce Training Center Expansion GMP Variance	\$ -	\$ (3,818,372)
42	Starr County Campus Workforce Training Center Expansion GMP Variance	\$ -	\$ (3,818,372)
44	Regional Center for Public Safety Excellence GMP Variance	\$ (350,000)	\$ (4,168,372)
45	Regional Center for Public Safety Excellence Parking and Site GMP Variance	\$ (500,000)	\$ (4,668,372)
46	La Joya Center Teaching Site GMP Variance	\$ -	\$ (4,668,372)
47	Projected Program Contingency Balance		\$ (4,668,372)

Review and Action as Necessary on Change Orders for Use of Buyout Savings for the 2013 Bond Construction Program Projects

- 1) Pecan Campus North Academic Building**
- 2) Technology Campus Parking and Site Improvements**

Approval on proposed change orders for use of buyout savings for the 2013 Bond Construction Projects is requested.

Purpose

The current buyout savings for the 2013 Bond Construction Projects above will be reviewed and the proposed savings will be processed by submitting a change order. Buyout savings are realized when actual construction services are contracted at a lower cost than the Board approved Guaranteed Maximum Price (GMP). GMPs include Design and Construction contingency funds based on a percentage of the total construction cost. When buyout savings reduce the total construction costs, the associated contingencies are also reduced from the GMP.

The proposed Change Orders would reduce the overall GMPs due to buyout savings and associated reductions to project level Design and Construction contingencies, and the reduced costs would be transferred to the 2013 Bond Construction Program Contingency fund. Broaddus & Associates is currently working with D. Wilson Construction Company and E-CON Group, LLC to determine the associated contingency savings which will be presented at a later date.

Background

As part of the buyout process, D. Wilson Construction Company and E-CON Group, LLC brings forward cost information to allow the acceptance of actual buyout savings for the project. They are as follows:

2013 Bond Construction Buyout Savings

Construction Projects	Buyout Savings
Pecan Campus North Academic	\$720,878
Tech Campus Parking & Site Improvements	400,000
Total Buyout Savings	\$1,120,878

Pecan Campus North Academic Building	Board Approved Date	Approved GMP Amount
Original Total GMP Approved	6/28/16	\$10,951,000
Proposed Deductive Change Order	pending	(720,878)
Revised GMP		\$10,230,122

Tech Campus Parking & Site Improvements	Board Approved Date	Approved GMP Amount
Original Total GMP Approved	6/28/16	\$1,985,820
Previously Approved Deductive Change Order	9/27/16	(22,246)
Revised GMP	9/27/16	\$1,963,574
Current Proposed Deductive Change Order	Pending	(400,000)
Current Revised GMP		\$1,563,574

Broaddus & Associates recommends accepting the buyout savings for a total of \$1,120,878 and approval of change orders to re-allocate the savings to the 2013 Bond Construction Program Contingency.

Staff has recommended that Broaddus & Associates provide a regular report on buyout savings and documentation as those savings are reallocated to the 2013 Bond Construction Program Contingency fund, and to assist the College track its overall program budget.

Presenters

Representatives from Broaddus & Associates and D. Wilson Construction Company and E-CON Group, LLC attended the Facilities Committee meeting.

The Facilities Committee recommended Board approval of the proposed Change Orders designating buyout savings of \$720,878 for the Pecan Campus North Academic Building and \$400,000 for the Technology Campus Parking and Site Improvements for a total of \$1,120,878, and to reduce the GMP amounts for the 2013 Bond Construction projects as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed Change Orders designating buyout savings of \$720,878 for the Pecan Campus North Academic Building and \$400,000 for the Technology Campus Parking and Site Improvements for a total of \$1,120,878, and to reduce the GMP amounts for the 2013 Bond Construction projects as presented.

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

The Board of Trustees approves and authorizes the proposed Change Orders designating buyout savings of \$720,878 for the Pecan Campus North Academic Building and \$400,000 for the Technology Campus Parking and Site Improvements for a total of \$1,120,878, and to reduce the GMP amounts for the 2013 Bond Construction projects as presented.

Approval Recommended:

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

Review and Action as Necessary on Color Boards for the 2013 Bond Construction Projects

- 1) Starr County Campus Health Professions and Science Building**
- 2) Starr County Campus Student Services Expansion**
- 3) Starr County Campus Student Activities Expansion**
- 4) Starr County Campus Library**
- 5) Starr County Campus Thermal Plant**

Approval of the colors and finishes for the 2013 Bond Construction projects is requested.

Background

The architects have prepared updated color boards and interior renderings containing interior paint colors, wall finishes, flooring materials, millwork finishes, and wall tile for review by the Facilities Committee.

The preliminary color boards were originally presented for review and comment only at the November 22, 2016 Facilities Committee meeting.

Presenters

Representatives from the Mata + Garcia Architects, LLP presented the recommended Color Boards at the December 6, 2016 Facilities Committee meeting.

The Facilities Committee recommended Board approval of the selection of colors and finishes for the 2013 Bond Construction Starr County Campus projects as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the selection of colors and finishes for the 2013 Bond Construction Starr County Campus projects as presented.

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

The Board of Trustees approves and authorizes the selection of colors and finishes for the 2013 Bond Construction Starr County Campus projects as presented.

Approval Recommended:

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

Review and Action as Necessary on Furniture Selections for the 2013 Bond Construction Program

Approval of furniture selections for the 2013 Bond Construction Program is requested.

Purpose

The College has current furniture standards for the buildings throughout the college district. The College is in need of updating furniture standards for the new 2013 Bond Construction projects and for use in any existing college facilities. The approval of the furniture selections is necessary to establish the standards and to allow for the buildings to be furnished in time for occupancy.

Justification

The standardization of furniture products allows for equity and consistency throughout the district and for optimization of cost efficiencies.

Background

On December 15, 2015, the Board of Trustees approved contracting HPG Design Group, LLC for furniture consulting services for the 2013 Bond Construction Program. HPG Design Group, LLC began working with Broaddus & Associates, Facilities Planning & Construction, and College staff to review, develop, and update the furniture standards. HPG Design Group, LLC has been working with the design teams to provide furniture layouts, cost estimates, furniture selections including fabrics, colors, and material finishes. The types of furniture includes tables, chairs, soft seating, and desks for various spaces such as classrooms, multi-purpose rooms, dining areas, and student collaboration areas to be used district wide. The proposed selections will be provided in a mock up setting at the Pecan Campus Library Rainbow Room (Room F224) on December 6, 2016.

Funding Source

Furniture funds are budgeted in the Bond Construction budget for fiscal year 2016-2017.

Reviewers

The proposed furniture selections have been reviewed by Broaddus & Associates and College staff.

Presenters

Representatives from HPG Design Group, LLC and Broaddus & Associates were present at the Facilities Committee meeting to present furniture selections.

The Committee members took a recess from the scheduled meeting to view the furniture set up on display in the Pecan Campus Building A Atrium. Pictures of the furniture display are provided on the following page.

During the review of the furniture presentation, the committee had positive responses on the furniture being proposed. The Committee commented that the furniture seating was very comfortable and the colors, finishes, and fabrics for the furniture were acceptable.

The Committee noted that the following items needed to be changed:

- Starr County Campus Student Activities Expansion: recommend using the same chairs being recommended for the Pecan Campus Student Activities and Cafeteria Building second floor event center (Black / Chrome torsion seating with padded seat)
- Classroom tables to be provided with modesty panels for tables on the front row of all classrooms
- The single soft seating options may not be the best option to use in some collaborative areas
- Recommended to specify tall booth seating option in more spaces district wide than already specified
- The rectangular nesting/flip top conference tables were acceptable
- The use of the starlight silver frames on the dining chairs and bar stools were also acceptable

The Committee did not provide a recommendation to accept the furniture selections to the Board of Trustees but appeared to be in agreement that the furniture selections were acceptable, and to incorporate the comments noted.

The Board is asked to take action on the furniture selections without a formal recommendation from the Facilities Committee.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed furniture selections by HPG Design Group, LLC 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 approves and authorizes the proposed furniture selections by HPG Design Group, LLC for the 2013 Bond Construction Program as presented.

Approval Recommended:

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



Review and Action as Necessary on Contracting Construction Services for the Non-Bond Pecan Plaza Parking Area for Police Vehicles

Approval to contract construction services for the Non-Bond Pecan Plaza Parking Area for Police Vehicles project is requested.

Purpose

The procurement of a contractor will provide for construction services necessary for the Non-Bond Pecan Plaza Parking Area for Police Vehicles project.

Background

On October 27, 2016, the Board of Trustees approved design services with R. Gutierrez Engineering Corporation to prepare plans and specifications for the Non-Bond Pecan Plaza Parking Area for Police Vehicles project. The design team at R. Gutierrez Engineering Corporation worked with college 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 31, 2016. A total of ten (10) sets of construction documents were issued to general contractors and sub-contractors, and a total of six (6) proposals were received on November 16, 2016.

Timeline for Solicitation of Competitive Sealed Proposals	
October 31, 2016	Solicitation of competitive sealed proposals began.
November 16, 2016	Six (6) proposals were received.

Justification

The current South Texas College Department of Public Safety (DPS) vehicles are located in the parking lot in front of the College's Department of Public Safety (DPS). The parking area is unsecured and the vehicles are exposed to the open environment. It is necessary to have an enclosed parking area adjacent to the DPS facility in the available property owned by the College. The project will include concrete paving, exterior lighting, storm drainage, fencing, and landscaping. This project was submitted as part of the College's Capital Improvement Process and funding is available.

The submitted proposal, however, does not include a paint finish or a precast cap on the concrete block fence walls. The finish work on the walls will be addressed by College staff and a recommendation will be presented to the Facilities Committee at a later date.

The Board approved the hiring of the engineer to perform design services necessary to receive construction proposals. The Board requested that upon receiving the bids, the Board may recommend not proceeding with the construction of the project if the proposals were cost prohibitive.

College staff reviewed and evaluated the competitive sealed proposals and recommend NM Contracting, LLC as the highest ranked in the amount of \$200,000.

Funding Source

Funds for this project are budgeted in the FY 2016 - 2017 Non-Bond Construction budget in the amount of \$250,000.

Source of Funding	Amount Budgeted	Funds Available	Highest Ranked Proposal NM Contracting, LLC
Non-Bond Construction	\$250,000	\$250,000	\$200,000

Reviewers

The proposals have been reviewed by R. Gutierrez and staff from the Facilities Planning & Construction, Operations and Maintenance, Public Safety, and Purchasing departments.

Enclosed Documents

Staff evaluated these proposals and prepared the enclosed proposal summary. Photographs of the existing site and a plan of the proposed parking lot are also enclosed. It is recommended that the top ranked contractor be recommended for Board approval.

The Facilities Committee recommended Board approval to contract construction services with NM Contracting, LLC in the amount of \$200,000 for the Non-Bond Pecan Plaza Parking Area for Police Vehicles project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting construction services with NM Contracting, LLC in the amount of \$200,000 for the Non-Bond Pecan Plaza Parking Area for Police Vehicles project as presented.

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

The Board of Trustees approves and authorizes contracting construction services with NM Contracting, LLC in the amount of \$200,000 for the Non-Bond Pecan Plaza Parking Area for Police Vehicles project as presented.

Approval Recommended:

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

**SOUTH TEXAS COLLEGE
PECAN PLAZA PARKING AREA FOR POLICE VEHICLES
PROJECT NO. 16-17-1016**

VENDOR	Artillery, LLC.	Diamond Eight Industries, LLC.	5 Star Construction	Holchemont, Ltd.	NM Contracting, LLC.	Roth Excavating, Inc.
ADDRESS	3714 Buenes Aires	P O Box 471	3209 Melody Ln	900 N Main St	2022 Orchid Ave	5820 N Cage Blvd Ste 1
CITY/STATE/ZIP	Edimburg, TX 78539	Santa Rosa, TX 78593	Mission, Texas 78574	McAllen, TX 78501	McAllen, TX 78504	Pharr, TX 78577
PHONE	956-929-4853	956-636-1429	956-867-5040	956-686-2901	956-631-5667	956-787-2742
FAX	956-316-0773	956-998-4008	956-599-9055	956-686-2925	956-627-3959	956-787-5152
CONTACT	Joe Borjas, Jr.	Alissa Perez	Alan Oakley	Michael Che Montalvo	Noel Munoz, Jr.	Tyler Wulf
#	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed
1	\$ 270,000.00	\$ 272,200.00	\$ 237,500.00	\$ 253,000.00	\$ 200,000.00	\$ 267,500.00
2	10 Working Days	10 Working Days	10 Working Days	10 Working Days	5 Working Days	5 Working Days
3	75 Calendar Days	45 Calendar Days	90 Calendar Days	80 Calendar Days	120 Calendar Days	65 Calendar Days
TOTAL AMOUNT	\$ 270,000.00	\$ 272,200.00	\$ 237,500.00	\$ 253,000.00	\$ 200,000.00	\$ 267,500.00
TOTAL EVALUATION POINTS	76.29	58.97	80.94	78.71	83.17	78.09
RANKING	5	6	2	3	1	4

**SOUTH TEXAS COLLEGE
PECAN PLAZA PARKING AREA FOR POLICE VEHICLES
PROJECT NO. 16-17-1016**

VENDOR		Artillery, LLC.		Diamond Eight Industries, LLC.		5 Star Construction		Holchemont, Ltd.		NM Contracting, LLC.		Roth Excavating, Inc.	
ADDRESS		3714 Buenaes Aires		P O Box 471		3209 Melody Ln		900 N Main St		2022 Orchid Ave		5820 N Cage Blvd Ste 1	
CITY/STATE/ZIP		Edinburg, TX 78539		Santa Rosa, TX 78593		Mission, Texas 78574		McAllen, TX 78501		McAllen, TX 78504		Pharr, TX 78577	
PHONE		956-929-4853		956-636-1429		956-867-5040		956-686-2901		956-631-5667		956-787-2742	
FAX		956-316-0773		956-998-4008		956-599-9055		956-686-2925		956-627-3959		956-787-5152	
CONTACT		Joe Borjas, Jr.		Alissa Perez		Alan Oakley		Michael Che Montalvo		Noel Munoz, Jr.		Tyler Wolf	
1	The Respondent's price proposal. (up to 45 points)	33.3	32.9	37.8	35.6	45	33.7	8.5	33.7	45	8.5	33.7	33.7
		33.3	32.9	37.8	35.6	45	33.7	8.5	33.7				
		33.3	32.9	37.8	35.6	45	33.7	8.5	33.7				
		33.3	32.9	37.8	35.6	45	33.7	8.5	33.7				
		33.3	32.9	37.8	35.6	45	33.7	8.5	33.7				
		33.3	32.9	37.8	35.6	45	33.7	8.5	33.7				
		9	4	9	8.5	9	8.5	8.5	8.5				
		9	5	9	7	9	7	9	9				
		7	5	9	7	8	7.5	8	7				
		9	5	9	8.83	8.83	8.08	8	8.41				
2	The Respondent's experience and reputation. (up to 10 points)	8	2	8	10	6	8	8	8	7.75	6	8	8
		8	2	8	10	6	8	8	8				
		8	2	8	10	6	8	8	8				
		8	2	8	10	6	8	8	8				
		8	2	8	10	6	8	8	8				
		8	2	8	10	6	8	8	8				
		9	3.5	9	8.5	9	8.5	7	8.5				
		9	3	9	9	9	9	8	7				
		8	3	8	7	8	7	8	8				
		9	6	8	8	7	8	7	8				
3	The quality of the Respondent's goods or services. (up to 10 points)	9	3	8.5	4	7	8.25	8	8.41	7.33	7	8	8
		9	3	8.5	4	7	8.25	8	8.41				
		9	3	8.5	4	7	8.25	8	8.41				
		9	3	8.5	4	7	8.25	8	8.41				
		9	3	8.5	4	7	8.25	8	8.41				
		9	3	8.5	4	7	8.25	8	8.41				
		8	6	7	10	6	10	6	8				
		7	3	9	8.5	9	8.5	8	9				
		3.5	0	3.5	4	3.5	4	3.5	4.5				
		4	3	4	4	4	4	4	4				
4	The Respondent's safety record (up to 5 points)	4	3	4	4	3	3.58	4	4.16	3.08	3	4	4.41
		4	3	4	4	3	3.58	4	4.16				
		4	3	4	4	3	3.58	4	4.16				
		4	3	4	4	3	3.58	4	4.16				
		4	3	4	4	3	3.58	4	4.16				
		4	3	4	4	3	3.58	4	4.16				
		3	0	3	4	3	3.58	4	4.16				
		4	1	4	4	3	3.58	4	4.16				
		4	1	4	4	3	3.58	4	4.16				
		3	1	3	4	3	3.58	4	4.16				

SOUTH TEXAS COLLEGE
PECAN PLAZA PARKING AREA FOR POLICE VEHICLES
PROJECT NO. 16-17-1016

VENDOR	Artillery, LLC.		Diamond Eight Industries, LLC.		5 Star Construction		Holchemont, Ltd.		NM Contracting, LLC.		Roth Excavating, Inc.	
5 The Respondent's proposed personnel. (up to 8 points)	5.5	5.91	2	2.83	6.5	6.25	7	6.91	5	5.75	6	6.58
	7		3		7		7					
	6		3		7		6					
	6		3		5.5		7					
	6		3		5		8					
	5		3		6.5		6.5					
	8		4		7		7					
	7		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	7.16	6	5.5	7	7.33	6	6.75	6	6.66	8	7.58
	8		5		8		8					
	6		7		7		7					
	7		4		8		7.5					
	4.5		0		5		4					
	5		3		5		5					
	5		3		4		4					
	5		0		5		4.5					
7 The Respondent's organization and approach to the project. (up to 6 points)	6	5.08	2	1.33	6	5	5	4.5	4	4.5	3	3.75
	5		3		5		5					
	5		3		4		4					
	5		0		5		5					
	6		2		6		5					
	5		0		5		4.5					
	4.6		7		3.9		4.3					
	4.6		7		3.9		4.3					
8 The Respondent's time frame for completing the project. (up to 7 points)	4.6	4.6	7	7	3.9	3.9	4.3	4.3	3.1	3.1	5.5	5.5
	4.6		7		3.9		4.3					
	4.6		7		3.9		4.3					
	4.6		7		3.9		4.3					
	4.6		7		3.9		4.3					
	4.6		7		3.9		4.3					
	4.6		7		3.9		4.3					
	4.6		7		3.9		4.3					
TOTAL EVALUATION POINTS		76.29	58.97	80.94	78.71	83.17	78.09					
RANKING		5	6	2	3	1	4					

Pecan Plaza Parking Area for Police Vehicles

Proposed Parking Area



Pecan Plaza Parking Area for Police Vehicles

Existing Parking Area



Update on Status of Non-Bond Program Construction Projects

The Facilities Planning and Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza will be present to respond to questions and address concerns of the Board.

CONSTRUCTION PROJECTS PROGRESS REPORT - November 29, 2016

Project number	PROJECT DESCRIPTION	Project Development			Design Phase			Solicitation of Proposals			Construction Phase					Project Manager	Architect/Engineer	Contractor
		Project Development	Contract Negotiations	Concept Development	Schematic Approval	30%	60%	95%	100%	Solicit of Proposals	Approve Contractor	Construction Start	30%	50%	75%			
Pecan Campus and Pecan Plaza																		
15-1-006	Pecan - Library Study Rooms Additions															Robert	N/A	TBD
15-1-007	Pecan - Infrastructure for Portable Buildings - Phase II															Robert	Sigma HN Engineering	Z/ro Electric
15-1-007	Pecan - Building K Enrollment Center															David	Boulinghouse Simpson Gates Architects	NM Contracting
15-1-008	Pecan - Arbor Brick Columns Repair & Replacement (RR)															David	N/A	5 Star Construction
16-1-004	Pecan - Library Compact Shelving & Furniture															Robert	Library Staff	
16-1-014	Pecan - Sand Volleyball Courts															David		
16-1-001	Pecan - Building A Sign Replacement (RR)															Robert	Public Relations	
15-1-001	Pecan Plaza - GED Entrance and Office Area Improvements															Robert	M&O	
15-1-003	Pecan Plaza - Emergency Generator and Wiring															Sam	DBR Engineering	TBD
16-1-016	Pecan Plaza - Parking Area for Police Vehicles															David	R. Gutierrez Engineering	TBD
	Pecan Plaza - Renovation - Music Practice Rooms															Robert	FPC	O&M
	Pecan - G Fume Hoods - Phase II															Robert	Sigma HN Engineering	NM Contracting
Mid Valley Campus																		
16-2-007	MV - Covered Walkway for Building G															Sam	on hold	TBD
Technology Campus																		
15-3-004	TC - Building B Doors and Frame Replacement															Robert	ROFA	NM Contracting
15-3-006	TC - GM Car Storage Area Upgrade															David	R Gutierrez Engineers	Robt Excavating, Inc.
15-3-014	TC - Workforce Building Conference Room															Robert	ROFA	NM Contracting
16-2-011	TC - Ford Lab Exhaust System															Sam	TBD	TBD
15-3-002	TC - Building D Exterior Metal Siding Repairs (RR)															Sam	N/A	TBD
15-3-003	TC - Repair Concrete Floor Mechanical Room (RR)															David	CLH Engineering	TBD
15-3-003	TC - Building B Concrete Floor Repairs (RR)															David	CLH Engineering	TBD
16-2-013	TC - Building B Domestic Fire Sprinkler Lines (RR)															Sam	Half Associates	TBD
Nursing and Allied Health Campus																		
16-4-016	NAH - Resurface Parking Lot #2 (RR)															Robert	PCE	Mid Valley Paving
Starr County Campus																		
15-5-005	Starr - Building E & J Crisis Mgt Center Generator															Sam	DBR Engineering	TBD
16-4-018	Starr - Building F Site Grading & Sidewalk Replacement (RR)															Sam	Meiden and Hunt	TBD
District Wide Improvements																		
15-6-003	DW - Automatic Doors Phase III															Robert	TBD	TBD
14-6-010	DW - Building to Building ADA Compliance Ph II															Robert	Damenbaum Engineering	TBD
14-6-013	DW - La Joya Monument Sign															David	N/A	TBD
14-6-014	DW - Marker Boards Replacement (RR)															Sam	N/A	TBD
15-6-001	DW - Outdoor Furniture															Rick	N/A	TBD
15-6-002	DW - Directional Signage															David	N/A	TBD
16-6-017	DW - Surveillance Cameras & Poles Campus Entrances															David	DPS	TBD
16-6-019	DW - Walkway LED Lighting Upgrade Ph I (RR)															Rick	M&O	TBD

For FY 2016-2017, 25 non-bond projects are currently in progress, 6 have been completed and 40 pending start up - 71 Total

Status of Non-Bond Construction Projects in Progress November 2016

Project	% Complete	Date to Complete	Current Activity	Original Budget	Comparison to Budget	Contract Amount	Amount Paid	Contract Balance
Pecan Campus								
Library Additional Study Rooms	15%	December 2016	1. Construction Phase 2. Bidding in Progress	\$ 54,000.00	TBD	TBD	\$ -	TBD
Infrastructure for Relocation of Portable Buildings-Phase II	100%	August 2016	1. Construction Phase 2. Construction Complete	\$ 350,000.00	\$ (22,337.93)	\$ 372,337.93	\$ 372,337.93	\$ -
Student Services Building K Enrollment Center	50%	January 2017	1. Construction Phase 2. Construction in Progress	\$ 490,000.00	\$ 8,600	\$ 408,600	\$ -	\$ -
Arbor Brick Columns Repair and Replacement	5%	November 2016	1. Construction Phase 2. Construction in Progress	\$ 60,000.00	\$ 10,528.00	\$ 49,472.00	\$ 49,472.00	\$ -
Library Compact Shelving and Furniture	15%	December 2016	1. Construction Phase 2. Bidding in Progress	\$ 400,000.00	\$ 5,347.92	\$ 394,652.08	\$ 394,652.08	\$ -
Sand Volleyball Courts	10%	May 2017	1. Project Development 2. Design in Progress	\$ 50,000.00	TBD	TBD	\$ -	\$ -
Building A Sign Replacement	0%	December 2016	1. Project Development 2. Design in Progress	\$ 10,000.00	TBD	TBD	\$ -	TBD
Pecan Plaza GED Entrance and Office Area Improvements	100%	August 2016	1. Construction Phase 2. Construction Complete	\$ 70,000.00	\$ 60,375.38	\$ 9,624.62	\$ 9,624.62	\$ -
Pecan Plaza Police Department Emergency Generator	5%	October 2016	1. Design Phase 2. Design in Progress	\$ 400,000.00	TBD	TBD	\$ -	TBD
Pecan Plaza Parking Area for Police Vehicles	95%	December 2016	1. Construction Phase 2. Bidding in Progress	\$ 25,000.00	\$ 212.00	\$ 24,788.00	\$ 10,661.80	\$ 14,126.20
Pecan Plaza Renovation-Music Practice Rooms	100%	July 2016	1. Construction Phase 2. Construction Complete	\$ 25,000.00	TBD	TBD	\$ -	TBD
Pecan Campus Total				\$ 1,934,000.00	\$ 62,725.37	\$ 1,259,474.63	\$ 836,748.43	\$ 14,126.20

Project	% Complete	Date to Complete	Current Activity	Original Budget	Comparison to Budget	Contract Amount	Amount Paid	Contract Balance
Mid Valley Campus								
Covered Walkway for Building G	10%	August 2017	1. Project Development 2. Design in Progress	\$ 71,000.00	TBD	TBD	\$ -	TBD
Mid Valley Campus Total				\$ 71,000.00	\$ -	\$ -	\$ -	\$ -
Technology Campus								
Building B Main Door and Frame Replacement	30%	December 2016	1. Construction Phase 2. Construction in Progress	\$ 50,000.00	\$ 12,867.00	\$ 37,133.00	\$ -	\$ 37,133.00
GM Car Storage Area Upgrade	30%	January 2017	1. Construction Phase 2. Construction in Progress	\$ 275,000.00	TBD	TBD	\$ -	TBD
Building C Conference Room Addition	75%	December 2016	1. Construction Phase 2. Construction in Progress	\$ 60,000.00	\$ (17,767.00)	\$ 77,767.00	\$ -	\$ 77,767.00
Ford Lab Exhaust System	5%	January 2017	1. Project Development 2. Design in Progress	\$ 100,000.00	TBD	TBD	\$ -	TBD
Building D Exterior Metal Siding Repairs	75%	January 2017	1. Project Development 2. Design in Progress	\$ 35,000.00	TBD	TBD	\$ -	TBD
Repair Concrete Floor Mechanical Room	30%	January 2017	1. Design Phase 2. Design in Progress	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00
Building B Concrete Floor Repairs	90%	October 2016	1. Project Development 2. Design in Progress	\$ 400,000.00	TBD	TBD	\$ -	TBD
Building B Domestic/Fire Sprinkler Lines	75%	October 2016	1. Construction Phase 2. Contract Negotiations	\$ 700,000.00	TBD	TBD	\$ -	TBD
Technology Campus Total				\$ 1,622,000.00	\$ (3,900.00)	\$ 115,900.00	\$ -	\$ 115,900.00
Nursing and Allied Health Campus								
Resurface Parking Lot 2	100%	July 2016	1. Construction Phase 2. Construction Complete	\$ 250,000.00	\$ 151,632.70	\$ 98,367.30	\$ 98,367.30	\$ -
Nursing and Allied Health Campus Total				\$ 250,000.00	\$ 151,632.70	\$ 98,367.30	\$ 98,367.30	\$ -
Starr County Campus								
Bldg E & J Crisis Management Center with Generator	5%	December 2016	1. Design Phase 2. Design in Progress	\$ 40,000.00	TBD	TBD	\$ -	TBD

Project	% Complete	Date to Complete	Current Activity	Original Budget	Comparison to Budget	Contract Amount	Amount Paid	Contract Balance
Bldg F Site Grading and Sidewalk Replacement	5%	December 2016	1. Design Phase 2. Contract Negotiation	\$ 6,000.00	TBD	TBD	\$ -	TBD
Starr County Campus Total				\$ 46,000.00	\$ -	\$ -	\$ -	\$ -
District Wide								
Automatic Doors Phase III	5%	November 2016	1. Construction Phase 2. Construction in Progress	\$ 65,000.00	TBD	TBD	\$ -	TBD
Building to Building ADA Accessibility Improvements Phase	100%	September 2016	1. Construction Phase 2. Construction Complete	\$ 400,000.00	\$ (68,170.04)	\$ 468,170.04	\$ 468,170.04	\$ -
La Joya Monument Sign	100%	August 2016	1. Construction Phase 2. Bidding in Progress	TBD	TBD	TBD	TBD	TBD
Marker Boards Replacement	50%	October 2016	1. Design Phase 2. Design in Progress	\$ 200,000.00	TBD	TBD	TBD	TBD
Outdoor Furniture	0%	January 2017	1. Design Phase 2. Design in Progress	\$ 25,000.00	TBD	TBD	TBD	TBD
Directional Signage Updates	20%	October 2016	1. Construction Phase 2. Construction in Progress	\$ 50,000.00	TBD	TBD	TBD	TBD
Surveillance Cameras and Poles Campus Entrances	50%	January 2017	1. Construction Phase 2. Bidding in Progress	\$ 155,000.00	TBD	TBD	TBD	TBD
Walkway LED Lighting Upgrade	15%	July 2017	1. Design Phase 2. Bidding in Progress	\$ 35,000.00	TBD	TBD	TBD	TBD
District Wide Total				\$ 930,000.00	\$ (68,170.04)	\$ 468,170.04	\$ 468,170.04	\$ -
Non-Bond Construction Project Total				\$ 4,853,000.00	\$ 142,288.03	\$ 1,941,911.97	\$ 1,403,285.77	\$ 130,026.20
For FY 2016 - 2017, 24 non-bond projects are currently in progress, 6 have been completed and 40 pending start up - 70 Total								

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 2016. The approval is for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 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 2016**, 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 \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of November 2016.

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 \$125,000.00, the checks that were released as authorized by Board Policy #5610 and the financial reports submitted for the month of November 2016.

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 \$25,000.00 to less than \$125,000.00
Released Prior to Board Approval for November 2016
- B. Release of Checks for \$125,000.00 and Above
Board of Trustees Approval Required for November 2016
- C. Release of Checks for \$125,000.00 and Above
Released Prior to Board Approval (Policy 5610) for November 2016
- D. Release of Construction Fund Checks for November 2016
- E. Quarterly Investment Report for November 2016
- F. Summary of Revenue for November 2016
- G. Summary of State Appropriations Income for November 2016
- H. Summary of Property Tax Income for November 2016
- I. Summary of Expenditures by Classification for November 2016
- J. Summary of Expenditures by Function for November 2016
- K. Summary of Auxiliary Fund Revenues and Expenditures for November 2016
- L. Summary of Grant Revenues and Expenditures, November 2016
- M. Summary of Bid Solicitations
- N. Check Register for November 2016

FINANCIAL REPORTS

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

**Update and Action as Necessary Regarding Cause No. CL-14-3342-A;
Thelma Saldana vs. South Texas College**

Legal action was taken against the College by Thelma Saldana. The lawsuit was submitted to the College's insurance carrier, TASB. TASB assigned Edward Garza from Esparza & Garza, L.L.P to handle the case.

Mr. Garza will provide an update in executive session.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize any action as necessary regarding Cause CL-14-3342-A; Thelma Saldana vs. South Texas College.

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

The Board of Trustees of South Texas College approves and authorizes any action as necessary regarding Cause CL-14-3342-A; Thelma Saldana vs. South Texas College.

Approval Recommended:

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

Discussion and Action as Necessary to Conduct the Assessment of the College President and the Self-Assessment of the Board of Trustees

Approval to conduct the assessment of the College President and the self-assessment of the Board of Trustees by the Trustees was granted by the Board on November 22, 2016.

The evaluations were distributed with addressed, postage-paid envelopes to the Board Members and were returned to Dr. Alejo Salinas, Jr., Board Chair.

Dr. Salinas is asked to review and discuss the results of the assessments with the Board of Trustees, and to take action to accept the results of the assessments as necessary.

Recommendation:

It is recommended that the Board of Trustees accept the results of the assessment of the College President and the self-assessment of the Board of Trustees, as conducted by the Board of Trustees.

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

The Board of Trustees of South Texas College accepts the results of the assessment of the College President and the self-assessment of the Board of Trustees, as conducted by the Board of Trustees.

Approval Recommended:

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

President's Report

As the Fall Semester nears, students are busy with end of semester projects and finals. The Student Activities and Wellness office has made available “Stress Free Zones” at all South Texas College campuses to ease the stress that is associated with finals.

Students are reminded to register for the Spring semester, and are provided with payment deadlines.



A Memorandum of Agreement between South Texas College and the McAllen Chamber of Commerce, intended to help design and create 3D printed prototypes, exclusively for the purpose of innovation and technology applications, was signed on December 7, 2016. The signing was held in the Board Room on the Pecan Campus. This agreement enables faculty and students to develop real world practical knowledge and skills for their professional growth and enhance classroom instruction. Each project will be considered a case study that will further enhance the development of the program. This agreement will begin when all signatures are affixed and end with the consent of all parties. The Chamber reserves the rights to the prototype design and materials.



South Texas College hosted The University of Texas Rio Grande Valley for a *2+2 Articulation Agreement Signing Ceremony* on Monday, December 12th @ 9 AM, in the Rainbow Room, Library, on the Pecan Campus. The 2+2 Articulation Agreements were designed to facilitate transfer of students between our two institutions. Approximately 21 agreements were signed for the following programs, and should prove to be a win-win for our students.

Math and Science

- Engineering
- Computer Science
- Biology
- Chemistry
- Mathematics

Liberal Arts and Social Sciences

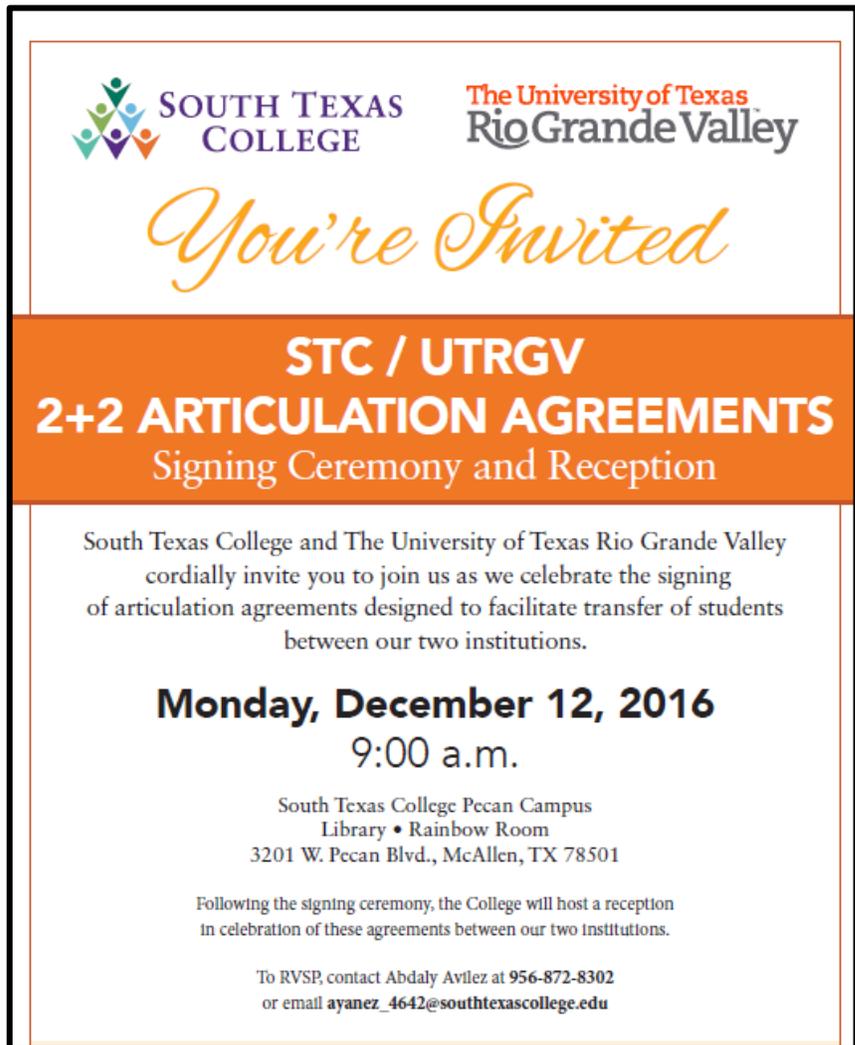
- Education
- Special Education
- Music
- Art
- Theater
- Communication Studies
- Criminal Justice
- History BA
- History (Certification)
- Social Studies
- Social Studies (Certification)
- English
- Philosophy
- Psychology
- Anthropology
- Sociology
- Spanish
- Social Work

Nursing and Allied Health

- Nursing

Business and Technology

- Business Administration



The invitation card features the logos of South Texas College and The University of Texas Rio Grande Valley at the top. Below the logos, the text reads "You're Invited" in a large, orange, cursive font. A prominent orange banner in the center contains the text "STC / UTRGV 2+2 ARTICULATION AGREEMENTS Signing Ceremony and Reception" in white, bold, sans-serif font. The main body of the card is white with black text, providing details about the event: "South Texas College and The University of Texas Rio Grande Valley cordially invite you to join us as we celebrate the signing of articulation agreements designed to facilitate transfer of students between our two institutions." The date and time are listed as "Monday, December 12, 2016 9:00 a.m." The location is "South Texas College Pecan Campus Library • Rainbow Room 3201 W. Pecan Blvd., McAllen, TX 78501". A note states: "Following the signing ceremony, the College will host a reception in celebration of these agreements between our two institutions." At the bottom, contact information is provided: "To RSVP, contact Abdaly Avilez at 956-872-8302 or email ayanez_4642@southtexascollege.edu".

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 Thursday, December 8th at the Pecan Campus, Building H.



Student Activity's *Burn to Earn* held their last get together for the Fall semester, on Monday, December 12th in room H 216 located on the second floor of the Student Activities Bldg. from 11:30-12:30. After the 30 minute workout they provided a healthy meal. Participants were asked to bring a healthy dish to share with others.

The campus carry task force has completed a review of 125 survey responses in which college students, faculty, and staff provided recommendations for those areas of the college that should be designated as restricted gun free zones. The task force is conducting a second forum session at each of the campuses to discuss the recommendations that were made and obtain additional input concerning the implementation of those recommendations. Everyone was invited to join the task force at one of the following forums:



Nursing Allied Health
November 28, 2016
NAHC Rooms 101 & 102
Students: 12 to 1:00pm
Employees: 1– 2:00pm

Employees: 4– 5:00pm

Mid Valley Campus
November 29, 2016
Building G Auditorium
Students: 12– 1:00pm

Pecan Campus
November 30, 2016
Building H, Room 216
Students: 12-1:00pm
Employees 4– 5:00pm

Starr County Campus
December 1, 2016

Building E Auditorium
Students: 2 - 3:00pm
Technology Campus
December 5, 2016
Building B Auditorium
Students: 10-11:00am
Employees: 11:00am – 12:00pm

The Office of Human Resources – Employee Relations held Q&A forums at all College Campuses.

The Office of Human Resources is taking donations for the *Mujeres Unidas* organization. Items include unwrapped toys to basic living need items:



This holiday season, we invite you to bring your donations for *Mujeres Unidas* to the Office of Human Resources

Donations may be dropped off in the lobby from November 21, 2016 - December 16, 2016 8:00 a.m. to 5:00 p.m.

2501 W Pecan Blvd, McAllen, Texas

Donations may include, but are not limited to

- Socks and underwear for all age groups
- Flip Flops for all age groups
- Toiletries - especially deodorants, disposable razors
- Unwrapped toys
- Baby items - especially pampers, baby wipes (only new items only)
- Gently used clothing and coats for all ages
- Basic Living Needs
- Women, and teenage Christmas gifts - makeup, sports equipment
- Assorted DVDs

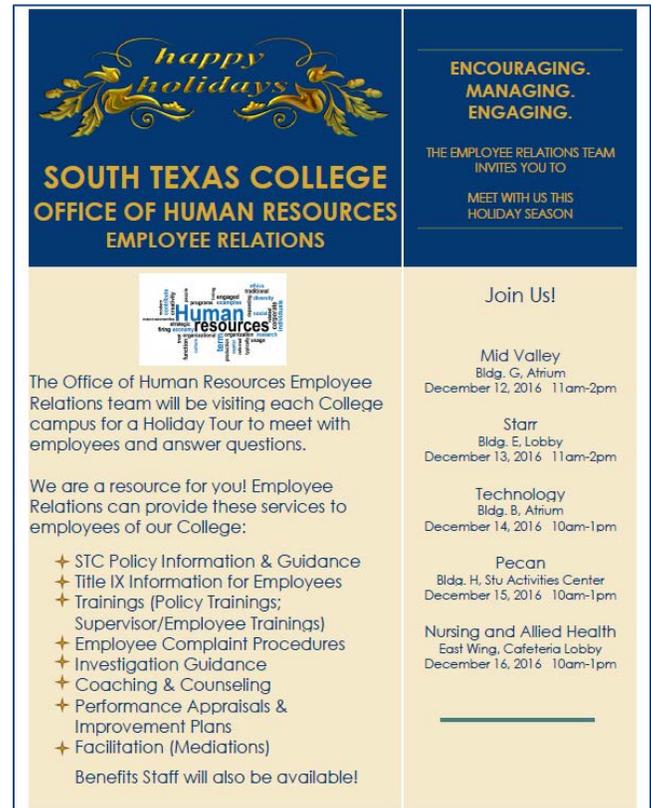
Contact Clarissa Castillo at South Texas College ccastillo_3466@southtexascollege.edu or call (956) 872-5096 or Nelda Hernandez at Mujeres Unidas nhernandezjfc@yahoo.com or call (956) 555-0177



www.mujeresunidas.org

"I look forward to working with you in helping make the holidays a little bit brighter for the families we serve." - Nelda Hernandez

The Office of Student Rights and Responsibilities held “Bystander Intervention” forums at all South Texas College campuses. Bystander engagement is encouraged through safe and positive intervention techniques, such as calling for help, using the college RAVE Eyewitness anonymous reporting application, identifying allies, and creating distractions.



happy holidays

**SOUTH TEXAS COLLEGE
OFFICE OF HUMAN RESOURCES
EMPLOYEE RELATIONS**

**ENCOURAGING.
MANAGING.
ENGAGING.**

THE EMPLOYEE RELATIONS TEAM INVITES YOU TO
MEET WITH US THIS HOLIDAY SEASON

Join Us!

Mid Valley
Bldg. G, Atrium
December 12, 2016 11am-2pm

Starr
Bldg. E, Lobby
December 13, 2016 11am-2pm

Technology
Bldg. B, Atrium
December 14, 2016 10am-1pm

Pecan
Bldg. H, Stu Activities Center
December 15, 2016 10am-1pm

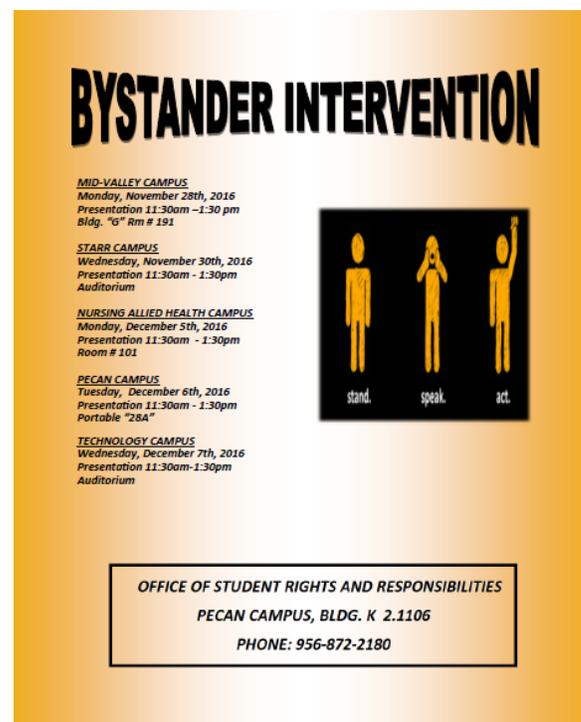
Nursing and Allied Health
East Wing, Cafeteria Lobby
December 16, 2016 10am-1pm

The Office of Human Resources Employee Relations team will be visiting each College campus for a Holiday Tour to meet with employees and answer questions.

We are a resource for you! Employee Relations can provide these services to employees of our College:

- ✦ STC Policy Information & Guidance
- ✦ Title IX Information for Employees
- ✦ Trainings (Policy Trainings; Supervisor/Employee Trainings)
- ✦ Employee Complaint Procedures
- ✦ Investigation Guidance
- ✦ Coaching & Counseling
- ✦ Performance Appraisals & Improvement Plans
- ✦ Facilitation (Mediations)

Benefits Staff will also be available!



BYSTANDER INTERVENTION

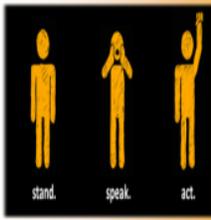
MID-VALLEY CAMPUS
Monday, November 28th, 2016
Presentation 11:30am - 1:30 pm
Bldg. "G" Rm # 191

STARR CAMPUS
Wednesday, November 30th, 2016
Presentation 11:30am - 1:30pm
Auditorium

NURSING ALLIED HEALTH CAMPUS
Monday, December 5th, 2016
Presentation 11:30am - 1:30pm
Room # 101

PECAN CAMPUS
Tuesday, December 6th, 2016
Presentation 11:30am - 1:30pm
Portable "28A"

TECHNOLOGY CAMPUS
Wednesday, December 7th, 2016
Presentation 11:30am-1:30pm
Auditorium



OFFICE OF STUDENT RIGHTS AND RESPONSIBILITIES
PECAN CAMPUS, BLDG. K 2.1106
PHONE: 956-872-2180

An on campus recruitment event was held for **Markham/S Point Group** as held December 7th at the Pecan Campus, Building H lobby.



Starr County's Got Talent 10 sponsored by the Starr Psych Club announced the judges for the event taking place on Thursday, Dec. 8, 2016:

- Yolanda de la Cruz- TV Host & Radio Host
- Christian Mata - Radio Host of Digital 101.5 FM
- Emilio Santos Zermeno- Singer/Owner of Mariachi 7 Leguas
- Lily Ollervides- TV Host & Radio Host
- Santiago Rodriguez - General Manager of Estrella 95.1 FM (Rio Grande City Radio Station)
- Eduardo Alanis - Singer/Vocalist of Music Group Super Odisea



Additionally, the Starr Psych Club announced their Official Social Networks (Facebook, Twitter, Instagram, YouTube Channel):





Everyone was invited to attend a student capstone art reception which was held on December 6th at 6:00 PM at the Mid Valley Campus, 2nd FL., Building G.

All were invited to join the National American University to learn more about what earning a graduate degree from NAU can do for an individual's career. The Information Session was held on November 30, 2016 at the South Texas College Pecan Campus, Building H, Room 216 from 6-8 PM.

100% ONLINE **15 MONTHS** **17% GREATER SALARY**

MBA/MM Emphasis Areas:

- Accounting
- Management
- E-Marketing
- Operations and Configurations Management
- Healthcare Administration
- Project and Process Management
- Human Resource Management
- Criminal Justice Management
- Information Technology Management
- International Business
- Higher Education
- Aviation

MSN Emphasis areas:

- Informatics
- Education
- Care Coordination
- Health Care Administration

Obtaining a master's degree will help you distinguish yourself from your peers—as it shows initiative and leadership.

According to The Bureau of Labor Statistics, on average those with a master's degree earn 17% more.

At NAU, you can complete your master's degree 100% online or take hybrid courses offered at STC in as little as 15 months. Take advantage of the STC Graduate/Employee Scholarship available.

Everyone has a right to want more, to reach for higher goals, to make their hard work pay off. That's why we offer opportunities for a graduate education that can help take your career and earning ability to the next level. We believe you should get the opportunity you deserve. That's The American Way.

**The upcoming quarter starts
January 10, 2017.
Enroll today!**

 NATIONAL AMERICAN UNIVERSITY

South Texas College's Child Development Club held a "Winter Wonderland Literacy Fest" on Saturday, December 3, 2016 from 1-3 PM at the Pecan Campus, Bldg. H. There was a variety of activities for the entire family, and all were invited to join in the fun.

**WINTER WONDERLAND
LITERACY FEST**

**SATURDAY, DECEMBER 3, 2016
1PM—3PM**

**SOUTH TEXAS COLLEGE
PECAN CAMPUS BLDG H STUDENT LOUNGE & CAFETERIA**

FUN FOR THE WHOLE FAMILY!

- FREE BOOK FOR EVERY CHILD!!! (while supplies last)
- "READING IN WONDERLAND"
- THE POLAR EXPRESS
- WINTER THEMED—CRAFT ACTIVITIES & GAMES
- FREE REFRESHMENTS

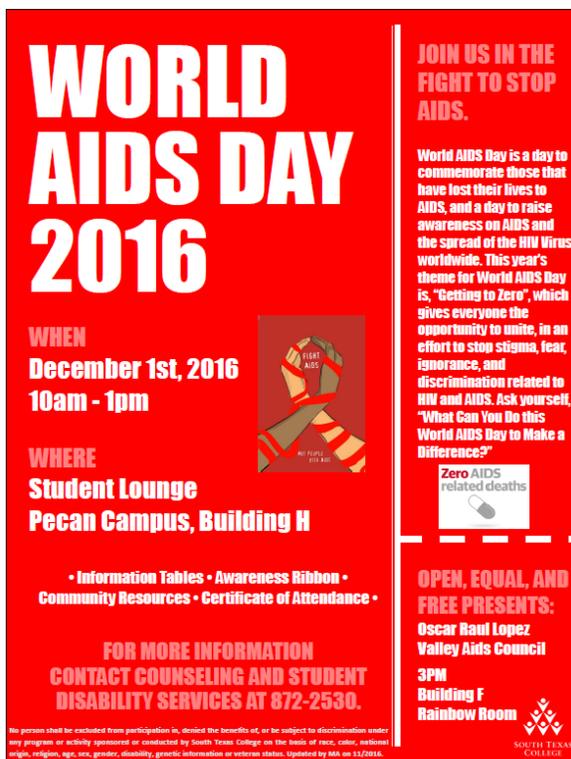
Sponsored by
South Texas College
Child Development Club
FOR MORE INFORMATION CONTACT:
Dr. Jacqueline Worley, Club Advisor
(956) 672-2198 ext 3091 | worley@southtexascollege.edu

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On Saturday, December 10, 2016 the College held a Surplus Public Auction that included furniture, equipment and miscellaneous items. The auction took place at Bond & Bond Auctioneers, 2301 N. Cesar Chavez Rd. in San Juan, TX and was open for viewing at 8 AM.



South Texas College's Counseling Department held a "World Aids Day" event on Thursday, December 1st at the Pecan Campus, Building H, Student Lounge. Oscar Raul Lopez from the Valley Aids Council was the featured speaker. Information tables, awareness ribbons, community resources, and a certificate of attendance were provided to attendees.



WORLD AIDS DAY 2016

WHEN
December 1st, 2016
10am - 1pm

WHERE
Student Lounge
Pecan Campus, Building H

• Information Tables • Awareness Ribbon •
Community Resources • Certificate of Attendance •

FOR MORE INFORMATION
CONTACT COUNSELING AND STUDENT
DISABILITY SERVICES AT 872-2530.

JOIN US IN THE FIGHT TO STOP AIDS.

World AIDS Day is a day to commemorate those that have lost their lives to AIDS, and a day to raise awareness on AIDS and the spread of the HIV Virus worldwide. This year's theme for World AIDS Day is, "Getting to Zero", which gives everyone the opportunity to unite, in an effort to stop stigma, fear, ignorance, and discrimination related to HIV and AIDS. Ask yourself, "What Can You Do this World AIDS Day to Make a Difference?"

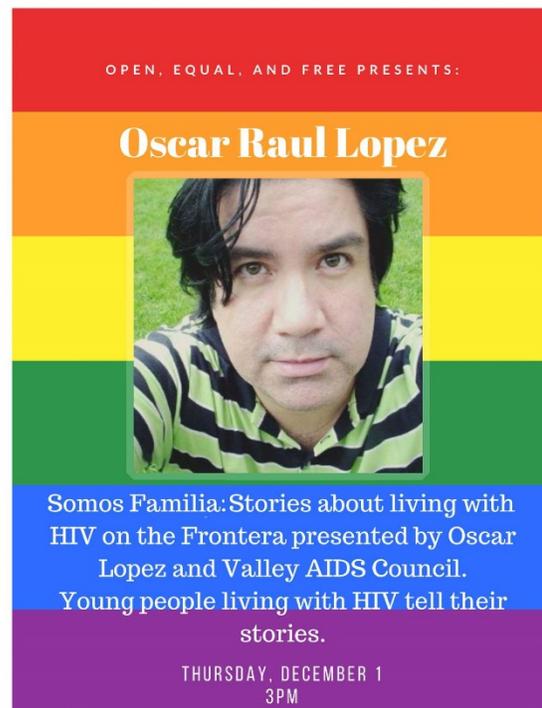
Zero AIDS related deaths

OPEN, EQUAL, AND FREE PRESENTS:
Oscar Raul Lopez
Valley Aids Council

3PM
Building F
Rainbow Room

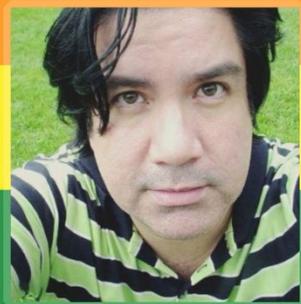
No person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by South Texas College on the basis of race, color, national origin, religion, age, sex, gender, disability, genetic information or veteran status. Updated by AAA on 11/2016.

SOUTH TEXAS COLLEGE



OPEN, EQUAL, AND FREE PRESENTS:

Oscar Raul Lopez



Somos Familia: Stories about living with HIV on the Frontera presented by Oscar Lopez and Valley AIDS Council. Young people living with HIV tell their stories.

THURSDAY, DECEMBER 1
3PM

- Met with Superintendent of Edinburg Schools, Rene Gutierrez and key South Texas College staff to discuss their concerns over an issue raised by the SACSCOC Onsite Visit Team regarding dual credit faculty qualifications.

- Provided a welcome at the **4th Annual Junior Jaguar Leadership Conference** held at the Technology Campus. This year's focus was on Career Pathways and opportunities. We had participation from the following schools:

- Lincoln Elementary – Edinburg CISD
- Marcell Elementary – Mission CISD
- Roosevelt Elementary – McAllen ISD
- Cesar Chavez Elementary – PSJA ISD
- North Grammar Elementary – Rio Grande City CISD
- E. Garza Elementary – La Joya ISD
- Progreso West Elementary – Progreso ISD
- Taylor Elementary – Mercedes ISD
- North Bridge Elementary - Weslaco ISD



- Provided a welcome, and expressed congratulations at the graduation ceremony for the Ambassadors Cross-Training Academy held Tuesday, December 13, 2016 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.



- Coordinated a conference call with Luis Moreno, Chief of Staff, and Roxanne De La Garza, Legislative Director, with the Office of Senator Hinojosa. The purpose for the call was to review proposed bill language by the Texas Higher Education Coordinating Board regarding Continuing Education, and to let them know it is my understanding that Dr. Paredes is advancing this proposal at the Capitol, on behalf of the agency.
- Provided a welcome and PowerPoint presentation on the College's Dual Enrollment Model to a team of educators from Tulsa Oklahoma that included the Tulsa Community College (TCC) President, TCC Concurrent Enrollment Coordinator, TCC English Department Chair and Concurrent Teacher, Union Public Schools (UPS) Superintendent, Union Public Schools (UPS) Associate Superintendent, and Union Public Schools (UPS) Executive Director of Secondary Education, as well as Randee Charney and Cathy Burden, Consultants representing the Charles and Lynn Schusterman Family Foundation. The Tulsa Team were very interested in the College's school district connections for Early College High School programs and how the faculty and administration work with each other and with students and parents. They were also interested in STEM and dual-language concurrent enrollment. Following their meeting with key South Texas College staff, they traveled to the PSJA Thomas Jefferson T-STEM Early College High School. Their trip to the Valley was followed by a trip to Austin Community College.

- Participated in the *Texas Pathways Update* meeting held Friday, December 9th at the Cooper Center on the Pecan Campus. STC is one of 12 colleges that was recently selected to participate in the *Texas Pathways Project*. The Texas Pathways Model is an integrated, system-wide approach to student success based on intentionally designed, clear, coherent and structured educational experiences, informed by available evidence, that guide each student effectively and efficiently from the selection of their high school degree program to her/his point of postsecondary entry through to attainment of high-quality credentials and careers with value in the labor market. The College will be utilizing this model to determine how it can strengthen our own educational pathways. During this fall semester, a core team, comprised of representatives from faculty, instructional administrators, the Student Affairs and Enrollment Management Division and Research and Analytical Services, was formed to attend the **Texas Pathways Institute** along with all other (50) community colleges in Texas to learn from state and national leaders in the Pathways movement. The Update meeting included a review of:

 - Texas Pathways Project and Other Student Success initiatives;
 - Recap of the Fall 2016 semester activities;
 - Next steps for the spring 2017 semester ; and
 - Proposed structure of the work groups.

 - Continued my efforts with the Texas Association of Community Colleges Coalition Members on Friday, December 16th with discussions on legislation that is being proposed to the Lt. Governor, Senate and House Higher Education Committee, the coordination of testimony, key meetings, issues with legislators, all in preparation for the upcoming 85th Legislative Session.

 - Coordinated a luncheon for STC's Executive and Administrative Staff. I treated the group to a "holiday luncheon" at the Club at Cimarron. During lunch we were treated to holiday music by the STC Guitar Ensemble. The staff donated toward the *Hope Angel* project, which will benefit five of the College's neediest students and their families. The goal was to collect \$2,000. Each student will receive \$400. The event also provided great camaraderie for all.
-
- Coordinated the agendas and back-up materials for the Facilities, Education and Workforce Development, and Finance and Human Resources Committees, as well as the December 13, 2016 Regular Board meeting.

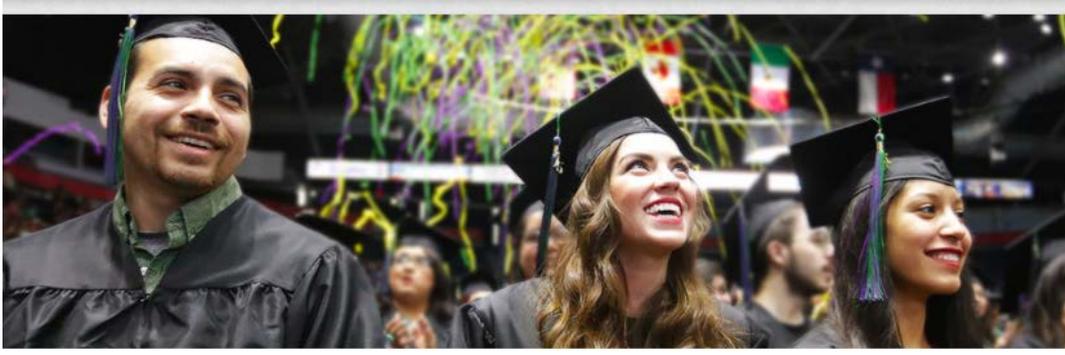
 - Continue to meet with South Texas College's President's Cabinet to:

 - 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
 - finalize FY 2016-2017 revenue projections, budget, staffing plan, and operational plan

- Continue to meet with South Texas College'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 23rd to December 16, 2016 included:
 - Spring 2017 Enrollment Update
 - TASB Legal Services Resource to the Delay of Implementation and Enforcement of the Overtime Final Rule
 - Discussion of Sad News Regarding UTRGV
 - Review and discussion of article in **The Monitor**: *Ranking recalculation at McAllen ISD addressed at board meeting*
 - Final Review of Proposed Policy Revisions
 - 3232: *Dual Credit Student Eligibility Requirements*
 - 3234: *Tuition Rate and Fees for High School Students Who Independently Enroll in College Credit Courses Offered at any South Texas College Campus or Facility*
 - 3320: *Academic Progress Standards*
 - Review of Initial Draft of Satisfactory Academic Progress Policy
 - Review and Discussion of Dual Enrollment Tuition and Fees for FY 2017-2018
 - Discussion of Community College Day at the Capitol: February 7, 2017
 - Discussion of Revisiting Legislation Regarding Residents of a Bordering State or Nation or Participant in Student Exchange Program
 - Discussion of CB Accountability System Update and Certification
 - Discussion of Continuing Education Legislation Proposed by the Texas Higher Education Coordinating Board
 - Review and Discussion of Preliminary Goal Statements for Dual Credit
 - Discussion of Workforce Center Expansion
 - Starr County Campus
 - Mid Valley Campus
 - Review and Discussion of Use of SchoolDude for Scheduling Internal and External Events
 - Campus Carry – Review and Discussion of Recommended Restricted Gun Free Zones
 - Review and Discussion of Proposed New Program for Fall 2017
 - Associate of Applied Science in Culinary Arts – Specialization in Baking and Pastry Arts
 - Continued Discussion of Campus Carry and Recommended Restricted Gun Free Zones
 - Continued Discussion of Policy 4001: Code of Professional Ethics for the Administration, Faculty and Staff
 - Update on Contributions to STC Hope Angel 2016
 - Review and Discussion of Spring 2017 Student Enrollment Strategy
 - Review and Discussion of Recommended Restricted Gun Free Zones in Response to Campus Carry Legislation

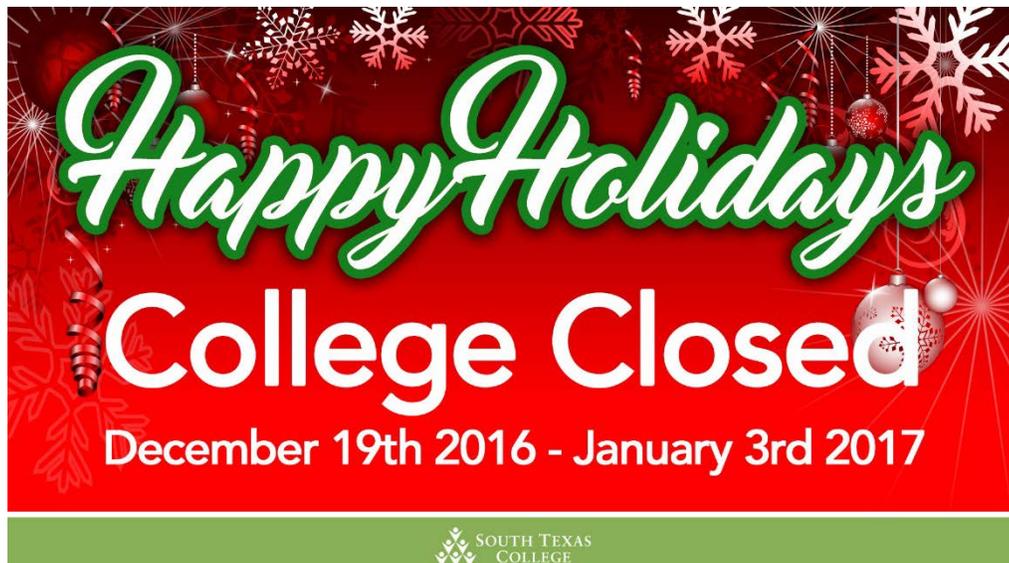
- Update on the Delay of Implementation and Enforcement of New Department of Labor
- Overtime Rules
- Update on Office 365 Cloud Email for Faculty and Staff President's Administrative Staff



South Texas College will hold the December 2016 Commencement Ceremonies at the State Farm Arena on **Saturday, December 17, 2016**. This marks the sixth commencement ceremony for 2016. 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.

Time: 10:00 am
 Bachelor Programs
 Business and Technology
 Nursing and Allied Health

Time: 2:00 pm
 Liberal Arts
 Mathematics and Science
 Social and Behavioral Sciences



*Education and Workforce
Development Committee
Minutes
December 6, 2016*

**South Texas College
Board of Trustees
Education and Workforce Development Committee
Ann Richards Administration Building, Board Room
Pecan Campus, McAllen, Texas
Tuesday, December 6, 2016 @ 3:00 p.m.**

MINUTES

The Education and Workforce Development Committee Meeting was held on Tuesday, December 6, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:02 p.m. with Mrs. Graciela Farias presiding.

Members present: Mrs. Graciela Farias, Dr. Alejo Salinas, Jr., and Mr. Gary Gurwitz

Other Trustees present: Mr. Paul R. Rodriguez and Ms. Rose Benavidez

Members absent: Mr. Jesse Villarreal

Also present: Dr. Shirley A. Reed, Mr. Matthew Hebbard, Mr. Mike Carranza, Mr. Nick Gonzalez, and Mr. Andrew Fish

Approval of Minutes for Tuesday, November 8, 2016 Committee Meetings

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Gary Gurwitz, the Minutes for the Education and Workforce Development Committee meetings of Tuesday, November 8, 2016 were approved as written. The motion carried.

Report on Veteran Student Services at South Texas College

Mr. Mike Carranza, Interim Dean of Enrollment Services, presented on South Texas College Veterans Affairs.

The College is proud of its designation as a Military Friendly School. This designation was earned in recognition of the programs that South Texas College developed to serve veterans pursuing higher education and workforce training at South Texas College.

The College employed and trained staff members to specifically assist veteran students with College services and also to coordinate with benefits offered through the federal Veteran's Affairs program. These staff were dedicated to helping veterans take advantage of every resource available to them in their transition to higher education and civilian workforce training.

Mr. Carranza reviewed the services offered specifically for veterans, including specialized services with:

- financial aid,
- VA benefits,
- student support services,
- peer-to-peer support groups,
- tutoring services,
- career services,
- counseling services, and
- academic advising.

Mr. Carranza discussed the impact that these services has had in helping veterans transition into successful student careers at South Texas College.

Mr. Carranza also reviewed ongoing efforts to fund further opportunities to support the veterans even further, including a recent grant award by Home Depot, and engagement of the community at large, at each campus, in helping our veterans become Jaguars.

Additionally, the department hired a number of veteran students under a federal V.A.-funded work study program. These work studies helped provide support and guidance to fellow veteran students on the resources available to them. Furthermore, the College supported a student group comprised entirely of veterans who applied for and won a \$10,000 grant award from The Home Depot, and used the fund to further expand resources for students.

A final approach implemented by administration was to provide a veterans' study and tutoring room adjacent to the Center for Learning Excellence at the Pecan Campus. At this location, veteran students could study privately or solicit tutoring services from the tutors who serve the entire school population. Administration had noted that this was having a positive impact in helping veteran student integrate into the general student population.

The Committee encouraged further efforts to continue to serve the veteran student population. Administration informed them that planning was underway to expand the services offered at Pecan Campus to Mid Valley Campus and Starr County Campus veteran students in the near future, and for the further expansion to the Technology Campus and Nursing & Allied Health Campus as a second phase.

This report was for the Committee's information and feedback to staff, and no action was taken.

Review and Recommend Action on Revised Policy #3320: *Scholastic Academic Progress Standards*

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, reviewed the proposed revised Policy #3320: *Scholastic Academic Progress Standards*.

The proposed revision was necessary to rename the policy *Academic Progress Standards* and to replace references to “scholastic progress standards” with ‘academic progress standards’ throughout the policy.

The purpose of the policy was to define semester and cumulative GPA calculation and the Academic Progress Standards based on a student’s semester and cumulative GPA.

A revision was proposed to the Education and Workforce Development Committee on September 13, 2016, and the Committee expressed some concerns over the designations related to academic probation, and the fact that academic probation only serves to give a student corrective feedback once grades for a semester are posted, rather than during the semester when constructive feedback could help a student complete the course successfully. Administration indicated that these academic progress standards call for intervention and there are student support services in place to help provide such real-time feedback.

Additionally, the Committee noted that the calculation of a cumulative GPA specifically included developmental education courses, and asked whether this was appropriate.

Administration researched the concern and confirmed the cumulative GPA calculation was simply a mathematical calculation of courses attempted and completed, with points awarded for each grade. This calculation was consistent with standards required by federal requirements for Pell Grant awards and other reporting requirements that included all attempted hours, including developmental education courses, in GPA calculations.

Administration considered the Committee’s feedback, and rewrote Policy #3320: *Scholastic Academic Progress Standards*.

Because the proposed revisions were quite substantial, the proposed new version was provided for the Committee’s review as a clean copy, and the current policy to be deleted was also presented for reference.

Prior to the Education and Workforce Development Committee meeting, administration recommended an additional change to clarify that the Policy applied to all students, including dual credit students. This change was presented to the Committee for review and consideration.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Gary Gurwitz, the Education and Workforce Development Committee recommended Board approval of the revision of Policy #3320: *Scholastic Progress Standards*, including renaming the policy *Academic Progress Standards*, as proposed and which supersedes any previously adopted Board policy. The motion carried.

Review and Recommend Action on Proposed Revisions to Policy #3232: *Dual Credit Student Eligibility Requirements*

Dr. Shirley Reed, President, and Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, reviewed the proposed revisions to Policy #3232: *Dual*

Credit Student Eligibility Requirements. They were joined by Mr. Nicholas Gonzalez, Administrator for High School Programs and Services.

The proposed revisions were necessary to further improve the requirements for student access to dual credit courses, with the goal of promoting successful student performance in dual credit programs.

This policy was brought to the Committee and the Board in June 2016, and again in July 2016. Changes at that time were necessary to tighten controls on student eligibility for dual credit programs. Administration noted at that time that the College would work more closely with school districts to promote student success, and to prevent under-performing students from accumulating significant numbers of credit hours on their transcripts.

Even though South Texas College waived some tuition and fees for students completing dual credit coursework through partnering school districts, the students' performance in these courses impacted their financial aid eligibility, and was recorded on their transcripts at South Texas College. A combination of policy revisions and tuition and fee schedule revisions were implemented to help the partnering districts and the College guide students toward successful completion of their courses and programs, and to help prevent students from accumulating a poor performance record that would negatively impact their higher education opportunities.

Administration reviewed the policy as implemented in July 2016, and recommended further revisions to the dual credit student eligibility requirements that would:

- Limit students to enrollment in courses within their declared major and degree plan
- Limit students to up to 68 attempted credit hours, with the exception of dual credit students pursuing an Associate of Science in Engineering
- Apply Academic Progress Standards
- Apply Financial Aid Satisfactory Academic Progress Standards

The proposed revision were provided in the packet, with the additional language highlighted in yellow and italicized.

These changes were presented to the Committee for review and consideration.

The Committee noted that the Policy included a reference as its final paragraph that stated that the "dual credit program was subject to all rules and regulations of the Texas Higher Education Coordinating Board, other state and federal regulations, and College policies and procedures as applicable."

The Committee asked how students or others reading that policy could learn more about the referenced rules, since they were not identified within the Policy.

Administration informed the Committee that there were orientation sessions provided for dual credit students and their parents, and staff and administrators with partnering school districts were given extensive professional development and other communication on the referenced rules.

Administration also noted that these rules might change through external agencies, such as the Texas Higher Education Coordinating Board, and it advised that it would not be practical to individually list them in the Policy.

The references are listed in the *Dual Credit Programs – Instructional and Quality Standards Manual for College and School District Personnel*, which is updated for each academic year, and which is provided to the public through the South Texas College High School Programs and Services Department website. Administration agreed that the policy could direct students, parents, or others to that online manual so that they could learn more about the applicable external requirements not included within the policy itself.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Gary Gurwitz, the Education and Workforce Development Committee recommended Board approval of the revision of Policy #3232: *Dual Credit Student Eligibility Requirements*, with the additional reference links to the state and federal website links where additional rules and regulations can be found, and which supersedes any previously adopted Board policy. The motion carried.

Adjournment

There being no further business to discuss, the Education Workforce Development Committee Meeting of the South Texas College Board of Trustees adjourned at 4:10 p.m.

I certify that the foregoing are the true and correct Minutes of the December 6, 2016 Education and Workforce Development Committee of the South Texas College Board of Trustees.

Mrs. Graciela Farias
Presiding

*Facilities Committee
Minutes
December 6, 2016*

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus, McAllen, Texas
Tuesday, December 6, 2016 @ 4:00 PM**

MINUTES

The Facilities Committee Meeting was held on Tuesday, December 6, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:16 p.m. with Mr. Gary Gurwitz presiding.

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

Members absent: Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mr. Ricardo de la Garza, Mr. George McCaleb, Mr. Paul Varville, Mr. Cody Gregg, Mr. David Valdez, Mr. Sam Saldana, Mr. Brian Fruge, Mr. Gilbert Gallegos, Mr. Rolando Garcia, Ms. Diana Bravos, Ms. Tammy Tijerina, Mr. Hector Garcia, Mr. Scott Adams, Mr. Mario Reyna, Jr., Ms. Hilda Perez Garcia, Mr. Ramiro Gutierrez, and Mr. Andrew Fish

Approval of Facilities Committee Meetings Minutes

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Jesse Villarreal, the following Minutes for the Facilities Committee meetings were approved as written:

1. November 8, 2016 Facilities Committee Meeting
2. November 22, 2016 Facilities Committee Meeting

The motion carried.

**Update on Status of the 2013 Bond Construction Program and Status of Project
and Program Accountability**

Broaddus & Associates provided the following documents on the current status of the 2013 Bond Construction program.

- Update on the status of the 2013 Bond Construction Program;
- Video Update on Construction Projects;
- Chart of Project Progress; and
- Project Scorecards

Broaddus & Associates also updated the following accountability reports and highlighted all changes to the budget in yellow:

- Program Budget Summary worksheet;
- Construction Budget worksheet;

In addition, the College administration updated the following documents to reflect the 2013 Bond Construction Program budget shortfalls:

- Non-Bond Commitments and Expenditures worksheet
- Tracking Contingency Log

As of December 1, 2016, the total budget shortfall was estimated to be at \$4,668,382 with the use of buyout savings and design and construction contingency.

Budget Deficit Shortfall

Brian Fruge, with Broaddus & Associates, noted that the Budget Deficit Shortfall had been reduced to approximately \$4.6M from its height of over \$7M. He anticipated further reductions to bring the total deficit below the targeted goal of \$4.1 M deficit in the 2013 Bond Construction Program budget.

The Committee noted that in addition to the presentation of buyout savings, which Broaddus & Associates credits for the bulk of this reduction, the Construction Program Manager (CPM) had also reduced the funds allocated for the GMPs for the Starr County Campus and Mid Valley Campus Workforce Training Center projects. While the design of the projects was suspended, the Committee anticipated that the GMPs would come in beyond the CCL, based on the fact that almost every other project under the 2013 Bond Construction Program was over the CCL.

Broaddus & Associates agreed that the projects might come in over GMP, but stated that the projects would be redesigned, and the CPM could not commit to a GMP budget beyond CCL until the design work was resumed.

The Committee agreed. They also noted, however, that the resulting reduction to the program-wide budget deficit specifically from these two projects was over \$3M, and asked what the total Budget Deficit Shortfall had been. With the aforementioned reduction from over \$7M to \$4.6M in deficit, this could all be accounted for simply by the suspension of work on those projects and the removal of their current GMPs from the budget. If this was the case, then almost no savings would have been realized from the buyout savings presented thus far.

Broaddus & Associates was unable to provide a clear analysis of the budget deficit based on the question as posed, and suggested that perhaps the budget deficit had not included the GMP overages of those two projects.

Scope of Projects

The Committee then noted that the Pecan Campus Thermal Plant project had been changed from the Board-approved version, which at the schematic design phase had included an external screen to block the view of the cooling towers.

Broaddus & Associates had researched this issue, and stated that the Board had approved a “poorly documented” change order, and that the approval to remove that external screen was included as a line item within the change order.

Broaddus & Associates was undertaking the process of adding that screen back into the project. When asked about the funding for this, he asserted that the funds would come out of previously approved buyout savings on the project.

The Committee asked whether this would be brought to the Board for approval, and Broaddus & Associates indicated that they intended to resolve the issue without Board action.

The Committee asked whether the funds could come from the project Design Contingency or from the owner-controlled project Construction Contingency, and Broaddus & Associates restated that the funds would come from a reduction to buyout savings.

Funding for any shortfall net of buyout savings and use of design and construction contingency would be covered by non-bond funds.

No action was requested.

Review and Recommend Action on Change Orders for Use of Buyout Savings for the 2013 Bond Construction Program

- 1. Pecan Campus North Academic Building**
- 2. Technology Campus Parking and Site Improvements**

Approval on proposed change orders for use of buyout savings for the 2013 Bond Construction Projects will be requested at the December 13, 2016 Board meeting.

Purpose

The current buyout savings for the 2013 Bond Construction Projects above were reviewed and the proposed savings would be processed by submitting a change order. Buyout savings are realized when actual construction services are contracted at a lower cost than the Board approved Guaranteed Maximum Price (GMP). GMPs include Design and Construction contingency funds based on a percentage of the total construction cost. When buyout savings reduce the total construction costs, the associated contingencies are also reduced from the GMP.

The proposed Change Orders would reduce the overall GMPs due to buyout savings and associated reductions to project level Design and Construction contingencies, and the reduced costs would be transferred to the 2013 Bond Construction Program Contingency fund. Broaddus & Associates was working with D. Wilson Construction Company and E-CON Group, LLC to determine the associated contingency savings, which would be presented at a later date.

Background

As part of the buyout process, D. Wilson Construction Company and E-CON Group, LLC brought forward cost information to allow the acceptance of actual buyout savings for the project. They were as follows:

2013 Bond Construction Buyout Savings

Construction Projects	Buyout Savings
Pecan Campus North Academic	\$720,878
Tech Campus Parking & Site Improvements	400,000
Total Buyout Savings	\$1,120,878

Pecan Campus North Academic Building	Board Approved Date	Approved GMP Amount
Original Total GMP Approved	6/28/16	\$10,951,000
Proposed Deductive Change Order	pending	(720,878)
Revised GMP		\$10,230,122

Tech Campus Parking & Site Improvements	Board Approved Date	Approved GMP Amount
Original Total GMP Approved	6/28/16	\$1,985,820
Previously Approved Deductive Change Order	9/27/16	(22,246)
Revised GMP	9/27/16	\$1,963,574
Current Proposed Deductive Change Order	Pending	(400,000)
Current Revised GMP		\$1,563,574

Broaddus & Associates recommended accepting the buyout savings for a total of \$1,120,878 and approval of change orders to re-allocate the savings to the 2013 Bond Construction Program Contingency.

Staff recommended that Broaddus & Associates provide a regular report on buyout savings and documentation as those savings are reallocated to the 2013 Bond Construction Program Contingency fund, and to assist the College track its overall program budget.

Presenters

Representatives from Broaddus & Associates and D. Wilson Construction Company and E-CON Group, LLC were present at the Facilities Committee meeting to discuss the buyout savings.

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Facilities Committee recommended Board approval of the proposed change orders for the buyout savings of \$720,878 for the Pecan Campus North Academic Building and \$400,000 for the Technology Campus Parking and Site Improvements for a total of \$1,120,878, and to reduce the GMP amounts for the 2013 Bond Construction projects as presented. The motion carried.

Due to time constraints, the Facilities Committee took the following items out of order:

Review and Recommend Action on Contracting Construction Services for the Non-Bond Pecan Plaza Parking Area for Police Vehicles

Approval to contract construction services for the Non-Bond Pecan Plaza Parking Area for Police Vehicles project will be requested at the December 13, 2016 Board meeting.

Purpose

The procurement of a contractor would provide for construction services necessary for the Non-Bond Pecan Plaza Parking Area for Police Vehicles project.

Background

On October 27, 2016, the Board of Trustees approved design services with R. Gutierrez Engineering Corporation to prepare plans and specifications for the Non-Bond Pecan Plaza Parking Area for Police Vehicles project. The design team at R. Gutierrez Engineering Corporation worked with college 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 31, 2016. A total of ten (10) sets of construction documents were issued to general contractors and sub-contractors, and a total of six (6) proposals were received on November 16, 2016.

Timeline for Solicitation of Competitive Sealed Proposals	
October 31, 2016	Solicitation of competitive sealed proposals began.
November 16, 2016	Six (6) proposals were received.

Justification

The current South Texas College Department of Public Safety (DPS) vehicles were located in the parking lot in front of the College's Department of Public Safety (DPS). The parking area was unsecured and the vehicles were exposed to the open environment. It was necessary to have an enclosed parking area adjacent to the DPS facility in the available property owned by the College. The project would include concrete paving, exterior lighting, storm drainage, fencing, and landscaping. This project was submitted as part of the College's Capital Improvement Process and funding was available.

The submitted proposal, however, did not include a paint finish or a precast cap on the concrete block fence walls. The finish work on the walls would be addressed by College staff and a recommendation would be presented to the Facilities Committee at a later date.

The Board approved the hiring of the engineer to perform design services necessary to receive construction proposals. The Board had advised that upon receiving the bids, the Board may recommend not proceeding with the construction of the project if the proposals were cost prohibitive.

College staff reviewed and evaluated the competitive sealed proposals and recommended NM Contracting, LLC as the highest ranked in the amount of \$200,000.

Funding Source

Funds for this project were budgeted in the FY 2016 - 2017 Non-Bond Construction budget in the amount of \$250,000.

Source of Funding	Amount Budgeted	Funds Available	Highest Ranked Proposal NM Contracting, LLC
Non-Bond Construction	\$250,000	\$250,000	\$200,000

Reviewers

The proposals were reviewed by R. Gutierrez and staff from the Facilities Planning & Construction, Operations and Maintenance, Public Safety, and Purchasing departments.

Enclosed Documents

Staff evaluated these proposals and provided a proposal summary. Photographs of the existing site and a plan of the proposed parking lot were also provided. It was recommended that the top ranked contractor be recommended for Board approval.

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Facilities Committee recommended Board approval at the December 13, 2016 Board meeting, to contract construction services with NM Contracting, LLC in the amount of \$200,000 for the Non-Bond Pecan Plaza Parking Area for Police Vehicles project as presented. The motion carried.

The Facilities Committee was informed that there was a display of furniture pieces for their review; furthermore, the architect preparing to present color boards for the Committee's recommendation of Board action proposed that reviewing the furniture display would help put his presentation in context.

The Facilities Committee recessed at 5:07 p.m. to review the furniture display.

The Facilities Committee reconvened at 5:40 p.m. to resume the meeting.

Review and Recommend Action on Color Boards for the 2013 Bond Construction Projects

- 1. Starr County Campus Health Professions and Science Building**
- 2. Starr County Campus Student Services Expansion**
- 3. Starr County Campus Student Activities Expansion**
- 4. Starr County Campus Library**
- 5. Starr County Campus Thermal Plant**

Approval of the colors and finishes for the 2013 Bond Construction projects will be requested at the December 13 2016 Board meeting.

Background

The architects prepared updated color boards and interior renderings containing interior paint colors, wall finishes, flooring materials, millwork finishes, and wall tile for review by the Facilities Committee.

The preliminary color boards were originally presented for review and comment only at the November 22, 2016 Facilities Committee meeting.

Presenters

Mr. Hector Garcia from the Mata + Garcia Architects, LLP was present at the December 6, 2016 Facilities Committee meeting to provide and present the recommended color boards.

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Facilities Committee recommended Board approval of the selection of colors and finishes for the 2013 Bond Construction Starr County Campus projects as presented. The motion carried.

Review and Recommend Action on Furniture Selections for the 2013 Bond Construction Program

Approval of furniture selections for the 2013 Bond Construction Program will be requested at the December 13, 2016 Board meeting.

Purpose

The College had current furniture standards for the buildings throughout the college district. The College was in need of updating furniture standards for the new 2013 Bond Construction projects and for use in any existing college facilities. The approval of the furniture selections was necessary to establish the standards and to allow for the buildings to be furnished in time for occupancy.

Justification

The standardization of furniture products allows for equity and consistency throughout the district and for optimization of cost efficiencies.

Background

On December 15, 2015, the Board of Trustees approved contracting HPG Design Group, LLC for furniture consulting services for the 2013 Bond Construction Program. HPG Design Group, LLC began working with Broaddus & Associates, Facilities Planning & Construction, and College staff to review, develop, and update the furniture standards. HPG Design Group, LLC was working with the design teams to provide furniture layouts, cost estimates, furniture selections including fabrics, colors, and material finishes. The types of furniture includes tables, chairs, soft seating, and desks for various spaces such as classrooms, multi-purpose rooms, dining areas, and student collaboration areas to be used district wide. The proposed selections were provided in a mock up setting at the Pecan Campus Building A Atrium on December 6, 2016.

Funding Source

Furniture funds were budgeted in the Bond Construction budget for fiscal year 2016-2017.

Reviewers

The proposed furniture selections were reviewed by Broaddus & Associates and College staff.

Presenters

Representatives from HPG Design Group, LLC and Broaddus & Associates were present at the Facilities Committee meeting to present furniture selections.

The Facilities Committee took no action on this item and asked that the information be presented to the Board without a committee recommendation.

Update on Status of Non-Bond Construction Projects

The Facilities Planning and Construction staff provided a design and construction update. This update summarized the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza were present to respond to questions and address concerns of the committee.

This item was for the Committee's information and review, and no action was taken.

Adjournment

There being no further business to discuss, the Facilities Committee Meeting of the South Texas College Board of Trustees adjourned at 6:00 p.m.

I certify that the foregoing are the true and correct minutes of the December 6, 2016 Facilities Committee Meeting of the South Texas College Board of Trustees.

Mr. Gary Gurwitz, Chair

*Finance, Audit &
Human Resources
Committee Minutes
December 6, 2016*

**South Texas College
Board of Trustees
Finance, Audit, and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas
Tuesday, December 6, 2016 @ 5:30 p.m.**

Minutes

The Finance, Audit, and Human Resources Committee Meeting was held on Tuesday, December 6, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 6:05 p.m. with Mr. Paul R. Rodriguez, Committee Chair, presiding.

Members present: Mr. Paul R. Rodriguez, Ms. Rose Benavidez, Mr. Roy de León

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

Members absent: Dr. Alejo Salinas, Jr.

Also present: Dr. Shirley A. Reed, Mr. Jesus Ramirez, Mrs. Mary Elizondo, Mr. Matthew Hebbard, Mr. Paul Varville, Mr. George McCaleb, Mrs. Becky Cavazos, Ms. Katarina Bugariu, Mr. Mike Carranza, Mr. Cody Gregg, Mr. Khalil Abdullah, Mr. Keith Moore, Mr. Gustavo Martinez, Mr. Randy Chilton, Mr. David Segovia, Mr. Aaron Rios, and Mr. Andrew Fish

**Approval of November 8, 2016 Finance, Audit, and Human Resources
Committee Minutes**

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Minutes for the Finance, Audit, and Human Resources Committee Meeting of November 8, 2016 were approved as written. The motion carried.

Update on Status of Fiscal Year 2016 Financial Audit

Mr. Randy Sweeten and staff from Long Chilton, LLP will review the status of the Comprehensive Annual Financial Report for the Fiscal Years Ended August 31, 2016 and 2015 with the Committee and will respond to any questions the Committee members may have on the audit.

The auditors reported an “unmodified” opinion, and informed the Committee that this is the new term for the highest level of positive opinion, formerly labelled an “unqualified opinion.”

The external auditing team reported that they had included the majority of state and federal

funds within the scope of their audit, and anticipated that the College would once again receive the Certificate of Achievement for Excellence in Financial Reporting from the state. They gave a strong commendation to the College's business office for the implementation and adherence to strong fiscal controls that protected the public investment in the College.

A draft of the Comprehensive Annual Financial Report for the Fiscal Years Ended August 31, 2016 and 2015 was included under separate cover.

The Fiscal Year 2015 Financial Audit will be presented at the December 13, 2016 Board Meeting for review and to take action.

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

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

Approval of the Hidalgo County and Starr County Tax Resale Properties and the Resolution Authorizing the Tax Resale will be requested at the December 13, 2016, Board meeting.

Purpose – The law offices of Linebarger Goggan Blair & Sampson, LLP was requesting consideration and possible action on the tax resale of thirty (30) properties for Hidalgo County and one (1) property for Starr County.

Justification – The Texas Property Tax Code requires approval from all taxing entities for the resale of a property for an amount that is less than the appraised value on a resale auction.

Background - On October 4th, 2016 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.

On February 16, 2016 Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Starr County Clerk Records Management Facility for struck off properties located within Starr County. The Tax Resale Auction was published in the Starr County Town Crier throughout Starr County.

Linebarger Goggan Blair & Sampson, LLP was submitting for the Board of Trustees' consideration the analysis of the bids received. The total amount the College would receive was \$23,534.79 for Hidalgo County and \$10,936.04 for Starr County for a total of \$34,470.83.

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

Mr. Gustavo Martinez from Linebarger Goggan Blair & Sampson, LLP was present at the meeting to address any questions by the committee.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommended Board approval of the Hidalgo County and Starr County Tax Resale Bids and the Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented. The motion carried.

Review and Discussion of the Mission Economic Development Authority (MEDA) Scholarship Fund Trust with Edward Jones for Student Scholarships and Report on Funds Distributed

A report on the Mission Economic Development Authority (MEDA) Scholarship Trust Fund, which provides scholarships to students living in the City of Mission, was scheduled.

Due to time constraints, the report was postponed until January 2017

Review and Discussion of Scholarships Awarded with Mission Economic Development Authority (MEDA) Scholarship Trust Funds

In 2012, the Mission Economic Development Authority (MEDA) developed a scholarship trust fund to be managed by Edward Jones and to provide scholarship benefits to Mission residents pursuing higher education and workforce training at South Texas College.

South Texas College Administration prepared a report showing the history of scholarships awarded through the MEDA Scholarship Trust Fund. Administration also provided a summary of the benefit recipients' performance and demographic information.

Due to time constraints, the review and discussion of this report was postponed until January 2017

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

Approval of the following award of proposals, purchases, and renewal will be requested at the December 13, 2016 Board meeting.

- | | |
|-------------------------------|------------------------------------|
| A. Awards | C. Non- Instructional Items |
| B. Instructional Items | D. Technology Items |

A. Awards

- 1) Cargo Vans (Awards):** award the proposal for cargo vans to **Boggus Motor Sales II, LLC.** (McAllen, TX), at a total amount of \$158,116.00;

- 2) **Graduation Caps and Gowns (Award):** award the proposal for graduation caps and gowns to **Jostens, Inc.** (Minneapolis, MN), for the period beginning February 1, 2017 through January 31, 2018 with two one-year options to renew, at an estimated cost of \$55,000.00;
- 3) **Law Enforcement Vehicles (Award):** award the proposal for law enforcement vehicles at a total amount of \$93,084.00 to the following vendors:
 - **Caldwell Country Chevrolet** (Caldwell, TX) - \$31,445.00
 - **Rockdale Country Ford** (Caldwell, TX) - \$61,639.00
- 4) **Security Cameras (Award):** award the proposal for security cameras to **Security Solutions of DFW** (Dallas, TX), at a total amount of \$158,020.00;

B. Instructional Items

- 5) **Firearm Simulator (Purchase):** purchase a firearm simulator from **Safeware-Mallory** (Landover, MD), a U. S. Communities Government Purchasing Alliance approved vendor, at a total amount of \$225,072.23;

C. Non – Instructional Items

- 6) **Moving Services (Renewal):** renew the moving services contracts for the period beginning February 24, 2017 through February 23, 2018, at an estimated amount of \$240,000.00. The vendors are as follows:
 - **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
 - **Groves Moving & Storage** (Harlingen, TX)

D. Technology

- 7) **Career Coach Services (Purchase):** purchase career coach services from **Economic Modeling Specialists International** (Moscow, ID), a sole source vendor, for the period beginning January 1, 2017 through December 31, 2019, at a total amount of \$72,500.00. The three year agreement amounts are as follows: first year - \$25,500.00, second year - \$22,500.00, third year - \$22,500.00, and travel expenses of \$2,000.00 (if needed);
- 8) **Computers, Laptops, and Printers (Purchase):** purchase of computers, laptops, and printers from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and **HP, Inc.** (Palo Alto, CA), in the total amount of \$54,220.33.

Recommend Action - The total for all award of proposals, purchases, and renewal was \$1,056,012.56.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Finance, Audit, and Human Resources Committee recommended Board approval of the awards for proposals, purchases, and renewal as listed. The motion carried.

Review and Recommend Action on 2016 Tax Roll/Levy for Hidalgo and Starr Counties

Approval of the 2016 Tax Roll/Tax Levy for Hidalgo and Starr Counties will be requested at the December 13, 2016 Board meeting.

Purpose – The Hidalgo County Tax Assessor-Collector and the Starr County Tax Assessor-Collector provided the 2016 Tax Roll Totals for approval by the College’s governing body.

Justification - The 2016 Tax Roll/Tax Levy for Hidalgo and Starr Counties required approval from the governing body 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.”

Background - Mr. Pablo “Paul” Villarreal, Jr., RTA, Assessor-Collector of Hidalgo County and Mr. Juan M. Cantu, TAC, 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 \$63,195,312.69.

The comparison from the 2015 to 2016 tax roll by county was as follows:

	<u>Hidalgo County</u>	<u>Starr County</u>	<u>Total</u>
2015	\$ 56,408,070.41	\$ 3,871,198.83	\$ 60,279,269.24
2016	59,701,217.59	3,494,095.10	63,195,312.69
Increase/Decrease	<u>\$ 3,293,147.18</u>	<u>\$ (377,103.73)</u>	<u>\$ 2,916,043.45</u>

Enclosed Documents - The 2016 Tax Roll Totals documents from each county were included in the packet for the Committee’s information and review.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Finance, Audit, and Human Resources Committee recommended Board approval of the 2016 Tax Roll/Tax Levy for Hidalgo and Starr Counties as presented. The motion carried.

Review and Recommend Action 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, will be requested at the December 13, 2016 Board meeting.

Purpose – The Hidalgo County Appraisal District and the Starr County Appraisal District perform property valuation assessments for taxes imposed during the tax year. The College’s allocated cost for property valuation services is provided annually.

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

Background - 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 2016 estimated allocations, per the District’s budgets, were \$598,928.00 for Hidalgo County Appraisal District and \$93,568.00 for Starr County Appraisal District, for a total of \$692,496.00. The first quarterly invoice was due by December 31, 2016 for Starr County and by February 2, 2017 for Hidalgo County.

The Tax Year 2016 allocations changed from the Tax Year 2015 allocations as follows:

	<u>Hidalgo County</u>	<u>Starr County</u>	<u>Total</u>
2015	\$ 599,139.00	\$ 101,082.80	\$ 700,221.80
2016	<u>598,928.00</u>	<u>93,568.00</u>	<u>692,496.00</u>
Increase/Decrease	<u>\$ (211.00)</u>	<u>\$ (7,514.80)</u>	<u>\$ (7,725.80)</u>

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

Funding Source – Funds for these expenditures were budgeted in the Hidalgo Appraisal/Collection Fee budget and the Starr Appraisal/Collection Fee budget for FY 2016-2017.

Enclosed Documents – The 2017 allocation payments for Tax Year 2016 were provided in the packet for the Committee’s information and review.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Finance, Audit, and Human Resources Committee recommended Board approval of the payments to the Hidalgo County Appraisal District and the Starr County Appraisal District for the allocated cost as stated in the Texas Property Tax Code, Chapter 6, Section 6.06 (e) and as presented. The motion carried.

Review and Recommend Action on Tuition and Fees Schedules for FY 2017 - 2018

a. Student Tuition and Fees

a. Dual Credit Tuition and Fees for Students Sponsored by Partnering School Districts

b. Employee Fees

c. Other (Non-Student/Non-Employee) Fees

Approval of revised Tuition and Fees Schedules for FY 2017 - 2018 for students, dual credit students sponsored by partnering school districts, employees, and other (non-student/non-employee) will be requested at the December 13, 2016 Board meeting.

The recommended changes for FY 2017 - 2018 were as follows:

a. Student Tuition and Fees

- Differential tuition per credit hour:
 - ⇒ Increase Emergency Medical Technology fee from \$35.00 to \$40.00
- Revise description of In-district and Out-of-district Independent Dual Credit students to clarify Independent Dual Credit applies to home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College.
 - ⇒ Increase the Out-of-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College from \$78.00 to \$80.00
- Independent Dual Credit Fees:
 - ⇒ In-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College will be charged all fees as applicable and fees will not be waived.
 - ⇒ Out-of-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College will be charged all fees as applicable and fees will not be waived.
- Mandatory Fees:
 - ⇒ Increase Student Activity Fee per credit hour from \$2.00 to \$4.00
- Add Dual Credit Academies Participation Fees
 - ⇒ Add Dual Credit Academies Participation Fee for Fall & Spring of \$600.00 per student per semester that will be charged to the School District, to recover costs and processing fees.
 - ⇒ Add Dual Credit Academies Participation Fee for Summer of \$50.00 per student per credit hour that will be charged to the School District, to recover costs and processing fees.
- Add Dual Credit Reimbursement of Costs:
 - ⇒ Add Reimbursement of Costs for School Districts Requesting South Texas College Faculty to teach Dual Credit Courses, to recover faculty salary, fringe benefits, mileage, and other associated costs and processing fees, per course per semester.
- Course Fees:

- ⇒ Decrease Developmental Studies Fee from \$50.00 to \$29.00 for a One-time fee per semester
- ⇒ Increase Hybrid Course Fee per credit hour from \$5.00 to \$10.00
- Library Fees:
 - ⇒ Revise the wording on Lost or Damaged Library Item Processing Fee to clarify the fee is per item
 - ⇒ Change the Overdue Library Book/Media Fee per day from \$0.25 to \$0.00
 - ⇒ Change the Overdue Library Reserve Item per hour from \$1.00 to \$0.00
 - ⇒ Change the Overdue Library Equipment per day from \$1.00 to \$0.00
- Testing Fees:
 - Add a new Health Education Services Inc. (HESI) Exam Fee of \$45.00
 - ⇒ Students will register and pay fees to Elsevier Inc. for each attempt when signing up for the exam through the Market Place website. Fees will be subject to change.
 - Eliminate the Collegiate Assessment of Academic Proficiency (CAAP) Exam Fee
 - Add HiSET Credit By Examination (High School Equivalency Exam) Fees as follows:
 - ⇒ HiSET Exam Fee (All Five Exams – 1st and 4th Attempts) of \$125.00
 - HiSET Exam Fee – Reading only \$25.00
 - HiSET Exam Fee – Writing only \$25.00
 - HiSET Exam Fee – Math only \$25.00
 - HiSET Exam Fee – Science only \$25.00
 - HiSET Exam Fee – Social Studies only \$25.00
 - ⇒ Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees will be subject to change.
 - Add HiSET Exam Retest Fees as follows:
 - ⇒ HiSET Exam Fee (All Five Exams – 2nd, 3rd, 5th and 6th Attempts)
 - HiSET Exam Fee – Reading only \$15.00
 - HiSET Exam Fee – Writing only \$15.00
 - HiSET Exam Fee – Math only \$15.00
 - HiSET Exam Fee – Science only \$15.00
 - HiSET Exam Fee – Social Studies only \$15.00
 - ⇒ Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees will be subject to change.

b. Dual Credit Tuition and Fees for Students Sponsored by Partnering School Districts:

- Differential tuition per credit hour for courses offered on a South Texas College campus or facility:
 - ⇒ Increase Emergency Medical Technology fee from \$35.00 to \$40.00
- Course Fees:
 - ⇒ Increase Hybrid Course Fee per credit hour from \$5.00 to \$10.00

c. Employee Fees

- Revise the wording for Lost or Damaged Library Item Processing Fee to clarify the fee is per item

d. Other (Non-Student/Non-Employee) Fees

- Revise the wording for Lost or Damaged Library Item Processing Fee to clarify the fee is per item
- Change the Overdue Library Book/Media Fee per day from \$0.25 to \$0.00

Reviewers - The revised Tuition and Fees Schedules for FY 2017 – 2018 for students, dual credit students sponsored by partnering school districts, employees, and other (non-student/non-employee) were reviewed by staff, the President's Cabinet, and President's Administrative Staff.

The four (4) proposed Tuition and Fees Schedules for FY 2017 - 2018 were included in the packet for the Committee's information and review. The revisions were highlighted in yellow.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Finance, Audit, and Human Resources Committee recommended Board approval of the revised Tuition and Fees Schedules for FY 2017 - 2018 for students, dual credit students sponsored by partnering school districts, employees, and other (non-student/non-employee) as presented. The motion carried.

Review and Recommend Action on Participation in the National Cooperative Purchasing Alliance (NCPA) and Purchasing Association of Cooperative Entities (PACE) Purchasing Cooperatives

Approval to participate in the National Cooperative Purchasing Alliance (NCPA) and Purchasing Association of Cooperative Entities (PACE) Purchasing Cooperatives will be requested at the December 13, 2016 Board meeting.

Purpose – The Purchasing Department requested approval to participate in two (2) purchasing cooperatives which would provide larger purchase discounts, reduce administrative cost in preparing request for proposal (RFP), and reduce the solicitation cost.

Justification and Benefit – NCPA and PACE were available to all levels of government, schools, higher education institutions, and non-profit entities to provide a greater number of products and services.

The following were some of the benefits:

- There is no membership or participation fee
- No bulk purchasing is required
- Quality products and services
- No purchase obligations
- Significant discounts
- National/Local vendors are available
- No lengthy costly bid processes
- No advertising or posting fees

- Annual evaluation of contracts
- Reasonable shipping fees (if any)
- NCPA and PACE maintains open competition for purchases by complying with purchasing laws of Texas

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

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

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

Mary Elizondo, Vice President for Finance and Administrative Services and Becky Cavazos, Director of Purchasing, were present at the December 6, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Finance, Audit, and Human Resources Committee recommended Board approval to participate in the National Cooperative Purchasing Alliance (NCPA) and Purchasing Association of Cooperative Entities (PACE) Purchasing Cooperatives as presented. The motion carried.

Review and Discussion on Governmental Accounting Standards Board (GASB) 75 Pronouncement

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, reviewed the implementation of new Governmental Accounting Standards Board (GASB) 75 pronouncement in financial statements for fiscal year ending August 31, 2018.

The College would be required to comply with new financial statement pronouncement regarding reporting of Postemployment Benefits other than Pensions at the employer level and employer proportionate share.

Justification – South Texas College must comply with GASB 75 as an employer offering postemployment benefits (OPEB) other than pension benefits through Employees Retirement Services of Texas (ERS) and must recognize the potential liability related to the potential postemployment expense for retiring employees. OPEB are benefits other than pensions that the College provides to our retirees. These primarily involved health care benefits, but may also included life insurance, disability, legal, and other services when those benefits are provided separately from a pension plan.

Background – In June 2015, The GASB approved Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The guidance contained in this Statement changed how governments calculate and report the costs and obligations associated with postemployment benefits other than pensions. It was designed to improve the decision-usefulness of reported pension information and to increase the transparency, consistency, and comparability of benefit information across governments. It was effective for fiscal years beginning on or after June 15, 2017. For the College, this pronouncement was effective in fiscal year 2017-2018.

GASB was the authoritative, standard setting body which established governmental Generally Accepted Accounting Principles (GAAP) for state and local governments. As such, they established financial reporting guidelines for Postemployment benefits held with ERS.

GASB Statement 75 required reporting entities to recognize their proportionate share of the net OPEB liability and operating statement activity related to the changes in the collective OPEB liability. Consequently, reporting entities that contributed to the ERS OPEB plan should now report a noncurrent liability on their financial statements for their proportionate share of the net OPEB liability. In addition to the net OPEB liability, other OPEB amounts to be recognized by the employers included deferred outflows of resources, deferred inflow of resources and OPEB expense.

More extensive note disclosures were required, which included description of benefits, contribution requirements, discount rate, assumptions used, employer's proportion and proportionate share of the collective net OPEB liability and deferred outflows/inflows recognized for the current year.

Reviewers – Requirements were reviewed by the Vice President for Finance and Administrative Services, and Comptroller.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, were present at the December 6, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

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

Review and Discussion of Establishing Criteria for Overall Audit Opinion

Mr. Khalil Abdullah, Internal Auditor, reviewed the framework for establishing objective criteria for issuing future overall audit opinions.

The Audit Opinion Criteria was included in the packet for the Committee's review.

The Committee reviewed the criteria, and noted that the audit opinion standards were generally acceptable, but might not be applicable in certain cases, such as compliance audits or fraud investigations.

In such cases, stricter standards might be appropriate than in general audits.

In these instances it would be advisable to give the auditors the authority to establish specific opinion guidelines based upon their professional judgment at the time of issuance.

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

Review and Discussion of Internal Audit Reports in the Areas of Food Services Department Cash Handling Procedures & Surprise Cash Counts

Mr. Khalil Abdullah, Internal Auditor discussed the procedures, findings, and recommendations of the internal audit reports in the areas of Food Services Department Cash Handling Procedures & Surprise Cash Counts.

The two (2) reports were provided in the packet for the Committee's review.

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

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

The Staffing Plan Position Vacancy Report for FY 2016 - 2017 was included in the packet for the Committee's information and review. Information is current as of December 1, 2016.

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

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

1) Vacancies at Beginning of Fiscal Year 2016 - 2017

(EXHIBIT A - VACANT POSITIONS - NEW)

(EXHIBIT B - VACANT POSITIONS - CONTINUING)

- Fiscal Year 2016 - 2017 started with 143 vacant Full Time Regular positions from the previous fiscal year, and the Board approved one hundred and sixty five (165) additional new positions for a total of 308 vacant Full Time Regular positions.
- The one hundred and fifty-two (152) Bond Construction Program related positions would be filled as needed in alignment with the building construction timeline.

2) Positions Filled during Fiscal Year 2016 - 2017

(EXHIBIT C - HIRED)

- Fifty nine (59) Full Time, Regular positions were filled as of December 01, 2016.
- Eleven (11) Full Time, Regular positions were filled since the last vacancy report provided as of November 03, 2016.

3) Position Turnover during Fiscal Year 2016 - 2017
(EXHIBIT D - RESIGNATIONS)

- There were fourteen (14) resignations, terminations, and/or retirement notices submitted for Full Time, Regular positions as of December 01, 2016.
- There were six (6) resignations, terminations, and/or retirement notices submitted since the last vacancy report provided as of November 03, 2016.

Vacancies, Filled Positions, and Resignations FY 2016 - 2017					
	FY15 - 16 Vacant Positions	New Positions for FY 2016 - 2017			Total
		Non- Bond	Bond	Total	
Vacancies as of September 1, 2016	143	13	152	165	308
Filled as of Dec. 01, 2016	50	4	5	9	59
Total	93	9	147	156	249
Resignations as of Dec. 01, 2016	14	0	0	0	14
Vacancies Balance as of Dec. 01, 2016	107	9	147	156	263

Further details were provided in the Position Vacancy Report within the packet.

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

Adjournment

There being no further business to discuss, the Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees adjourned at 7:14 p.m.

I certify that the foregoing are the true and correct Minutes of the December 6, 2016 Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees.

 Mr. Paul R. Rodriguez
 Chair

Announcements

A. Next Meetings:

- Tuesday, January 17, 2017
 - 3:00 p.m. – Education and Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:30 p.m. – Finance, Audit, & HR Committee
- Tuesday, January 31, 2017
 - 4:00 p.m. – Facilities Committee
 - 5:30 p.m. – Regular Meeting of the Board of Trustees
 - 7:00 p.m. – Board Holiday Dinner

B. Other Announcements:

- The Board Holiday Dinner will be held Tuesday, December 13, 2016 @ 7:30 p.m. at *Zucca 83*, 4901 W Expy 83, Ste 220, McAllen, TX 78503
- The Starr County Campus 2013 Bond Construction Groundbreaking Ceremony will be held on Thursday, December 15, 2016 at 10:00 a.m.
- The Winter 2016 Commencement Ceremonies will be held Saturday, December 17, 2016 at the State Farm Arena, Hidalgo, Texas:

10:00 a.m. Ceremony

- Bachelor Degrees
- Business and Technology
- Nursing and Allied Health

2:00 p.m. Ceremony

- Liberal Arts
 - Mathematics and Science
 - Social and Behavioral Sciences
- The College will be closed December 19, 2016 – January 3, 2017 in observance of Winter Break.
 - The College will host local school district partners for a Board Appreciation Breakfast on Friday, January 20, 2017, at the South Texas College Cooper Center for Communication Arts.