Board of Trustees

Finance, Audit, and Human Resources Committee Meeting

May 8, 2018
5:30 p.m.

Ann Richards Administration Building,
Board Room-Pecan Campus-McAllen, TX

SOUTH TEXAS COLLEGE

South Texas College
Board of Trustees
Finance, Audit, and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas
Tuesday, May 8, 2018 @ 5:30 p.m.

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

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VIII. Review and Recommend Action on the Agreement for the Hidalgo County Appraisal District Allocated Cost Quarterly Payments 126-128

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Approval of April 10, 2018 Finance, Audit, and Human Resources Committee Minutes

The Minutes for the Finance, Audit, and Human Resources Committee Meeting of April 10, 2018 are presented for Committee approval.

South Texas College
Board of Trustees
Finance, Audit, and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas
Tuesday, April 10, 2018 @ 5:30 p.m.

Minutes

The Finance, Audit, and Human Resources Committee Meeting was held on Tuesday, April 10, 2018 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 6:51 p.m. with Mr. Paul R. Rodriguez presiding.

Members present: Mr. Roy de León and Dr. Alejo Salinas, Jr.

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

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

Also present: Dr. Shirley A. Reed, Mr. Jesus Ramirez, Mrs. Mary Elizondo, Dr. David Plummer, Mr. Matthew Hebbard, Dr. Anahid Petrosian, Mr. Rick De La Garza, Mrs. Becky Cavazos, Mrs. Brenda Jo Balderaz, Mr. Miguel Carranza, Dr. Carlos Margo, Dr. Jesus Campos, Ms. Katarina Bugariu, Mr. Jason Gutierrez, Mr. Ken Lyons, Mr. Keith Moore, Mr. Rick Alvarez, Ms. Susan Anderson, Mr. Raul Cabaza, III, and Mr. Andrew Fish

Approval of March 6, 2018 Finance, Audit, and Human Resources Committee Minutes

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Roy de León, the Minutes for the Finance, Audit, and Human Resources Committee Meeting of March 6, 2018 were approved as written.

Review and Discussion of Mission Economic Development Authority (MEDA) Scholarship Fund Trust with Edward Jones for Student Scholarships and Report on Funds Distributed

Mr. Keith Moore from Edward Jones presented a report on the Mission Economic Development Authority (MEDA) Scholarship Fund Trust, which provides scholarships to students living in the City of Mission.

Mr. Moore presented on the status of the MEDA Scholarship Fund Trust, including an overview of the agreement, the annual obligated amount of distribution, the annual net income, and the anticipated annual earnings.

Background – On August 29, 2012, the South Texas College Board of Trustees approved and authorized the acceptance of the Mission Economic Development Authority (MEDA) Scholarship Fund Endowment Agreement, which established a trust in excess of $3 million, with Edwards Jones Trust Company as the sole Trustee and with South Texas College as the sole beneficiary, with funds to be used to establish and offer scholarships as described.

The MEDA Scholarship Fund Trust Agreement and Agreement of Trustee establishes the provision of the amount distributed to South Texas College as the sole beneficiary. According to section 5 of the agreement, the amount distributed in each fiscal year of the Trust is not to exceed an amount equal to the greater of the following: (i) the net income of the Trust; and (ii) Five Percent (5%) of the fair market value of the undistributed income and corpus of the Trust as of the last day of the Trust's previous fiscal year.

According to the Edward Jones representative, the amount distributed to the college in the past fiscal years has been based on (ii) Five Percent (5%) of the fair market value of the undistributed income and corpus of the Trust as of the last day of the Trust's previous fiscal year.

Reviewers – The Vice President for Finance and Administrative Services, Business Office staff, and Student Financial Services staff have reviewed the information being presented. The information on the provision stipulating the distribution amount to South Texas College has been reviewed.

Enclosed Documents – A copy of the MEDA Scholarship Fund Endowment Agreement and the MEDA Scholarship Fund Trust Agreement and Agreement of Trustee were provided in the packet for the Committee's information and review.

<u>MEDA Scholarship Fund Trust</u>
The table below provides a recap of the market value activity for the period of October 1, 2012 through December 31, 2017.

Market Value-October 1, 2012	**$3,189,982.10**
Additions:	
Income	382,808.79
Additions (1)	248,770.81
Security transfers	9,963.22
Other receipts	1,554.75
Change in market value	1,161,328.75
Reductions:	
Disbursements to STC	(889,071.28)
Other Disbursements (2)	(226,767.66)
Market Value-December 31, 2017	**$3,878,569.48**

(1) Other additions include insurance proceeds and capital gain distributions.
(2) Other disbursements include tax return preparation fees, fiduciary taxes, published fees, and legal fees.

Based on the trust agreement, which provides for a 5% annual payout, the distributions paid to the College to date were as follows:

Distributions Received by South Texas College	
Month/Year	**Amount**
June 2013	$160,784.54
June 2014	185,937.10
July 2015	187,900.18
May 2016	173,937.78
June 2017	180,511.68
Total Distributions Received	**$889,071.28**

The net income of the Trust for the years of 2012 to 2017 was as follows:

Net Income						
	2012	**2013**	**2014**	**2015**	**2016**	**2017**
Additions:						
Interest/Dividends	$13,376.82	$71,158.57	$78,879.43	$74,656.43	$72,162.17	$72,575.37
Reductions:						
Distriutions	-	-	-	-	-	(1.39)
Published Fee Collected (1)	(5,014.57)	(15,908.84)	(16,582.31)	(16,416.96)	(15,956.01)	(16,473.47)
Trust Tax Return Preparation Fee	-	(300.00)	(300.00)	(300.00)	(300.00)	(300.00)
Total Net Income	**$ 8,362.25**	**$54,949.73**	**$61,997.12**	**$57,939.47**	**$55,906.16**	**$55,800.51**

(1) Published Fee for Serving as Trustee – The Trustee, Edward Jones Trust Company, manages and administers the Trust according to the terms set out in the Trust.

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

Review and Discussion of Mission Economic Development Authority (MEDA) Scholarship Fund Awards

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 has also provided a summary of the benefit recipients' performance and demographic information.

The history of awards showed that since its inception the MEDA Scholarship had benefited 357 individual students enrolled at South Texas College. These awards were made for each

term from Fall 2013 through Spring 2018, resulting in a total of 534 scholarship awards to those 357 students, totaling $631,200.00.

The packet included a breakdown of graduation/enrollment status, showing that of these 357 students, 85% (304 students) have either graduated or are still enrolled, while the remaining 53 students are not enrolled in Spring 2018 and have not yet graduated. This was a greater retention rate than the general population, which may indicate the pivotal role these funds play in helping these students stay in their program of study through completion.

Mike Carranza, Interim Dean of Enrollment Services, presented an update on the revenue and distribution of the scholarship funds. Additional data was provided in the packet to showcase the demographic profile of the MEDA Scholarship participants. These demographic profiles were provided to demonstrate the impact that the availability of these funds has in helping provide access to higher education for students who had a greater need for financial support, and who were highly motivated and successful when that support is available.

Detailed reporting of the scholarship disbursements from the MEDA Scholarship Trust Fund distributions since Fall 2013 was provided for the Committee's review. These distributions were drawn from the interest on the invested principal, as managed by Edward Jones. There was a balance of $13,271.28 available for scholarship disbursements to support Mission students work toward their academic and workforce goals in Summer 2018.

The MEDA Scholarship was advertised to eligible students through the College's scholarship website, the Mission CISD, and announcements in various media outlets, as identified below:

- STC Scholarship website
- Valley Business Report
- RGVision Magazine
- El Manana
- Rio Grande Guardian
- Enlace RGV
- KURV
- Telemundo
- Ron Whitlock
- The Monitor
- Univision Radio
- Progress Times
- Mission CISD

Enclosed Documents – The PowerPoint presentation and additional student demographic information were provided in the packet for the Committee's information and review.

This information was provided to the Finance, Audit, and Human Resources Committee for review and discussion, and feedback to staff, and no action was requested at this time.

Review and Recommend Action as Necessary Regarding the Upcoming US Census and 2020 Redistricting of the South Texas College Single-Member Districts

Approval of the appointment of a consultant for the Redistricting of STC Trustee Districts would be requested at the April 24, 2018 Board meeting.

The 2020 Federal Census requires all political subdivisions that elect its members from single member districts to review the population demographics of each district. Under the "one-man, one-vote" principle required by the constitution, a standard deviation allowed by law is that the most populous district should not be greater than 10% over the least populous district.

The firm of Rolando L. Rios and Associates, PLLC performed the redistricting for STC during the last census. Their services met state and federal law requirements. In preparation for the 2020 Redistricting of STC Trustee Districts, the firm of Rolando L. Rios and Associates offered the following services:

1. Provide shape files of blocks to US Census 2018-2019
2. Provide you with pre-census analysis of estimated growth 2018-2019 using existing VTD data
3. Analysis of existing districts using 2020 Census – when data is released
4. Confer with you as a group and as individuals to proposed possible changes to your single-member districts 2020-2021
5. It is a three year contract paid $25,000 each year for three years with costs (maps, data, etc) not to exceed $8,000.

The Board tabled this item at the February 27, 2018 Regular Board Meeting, for consideration at the March 27, 2018 Regular Board Meeting. Subsequently, it was recommended that the item not be brought back from the table on March 27, 2018, and it was instead presented on April 10, 2018 for the Finance, Audit, and Human Resources Committee to review and recommend Board action as necessary.

Enclosed Documents - The packet included a proposal to provide redistricting services to STC received by the Law Offices of Rolando L. Rios at a total cost of $75,000, plus costs not to exceed $8,000, to be paid in three (3) yearly payments of $25,000 each.

Following the February 27, 2018 Regular Board Meeting, Mr. Rios provided an updated list of clients he has served in the Rio Grande Valley, as included in the packet.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Roy de León, the Finance, Audit, and Human Resources Committee recommend Board approval, of the appointment of the Law Offices of Rolando L. Rios and Associates, PLLC as a consultant for the Redistricting of STC Trustee Districts at a cost of $75,000 over three years plus costs not to exceed $8,000, as presented. The motion carried.

Review and Discussion on Direction Regarding Specifications for Solicitation of Property and Casualty Insurance

Mr. Raul Cabaza, III, Risk Management Consultant, reviewed the draft Request for Proposals for Property, Boiler and Machinery, Crime, General Liability, Automobile, School Board, Cyber, and Foreign Liability in addition to Workers' Compensation Coverage for the policy year beginning September 1, 2018.

Purpose - South Texas College needed to solicit proposals in May for such insurance coverage. Mr. Cabaza requested the Committee's direction as to the content and format of the solicitation document and the evaluation process. The Trustees' participation in the process would help make certain that the desired coverage was reflected in the final document.

Justification - The review process was undertaken to help Mr. Cabaza develop a solicitation document that provided as much clarification as possible to potential respondents and for evaluation of proposals by the College and the College's consultant.

The following additional items are listed for discussion by the Finance Committee:

- Specific evaluation criteria will be included in the request for proposals document
- Establishment of a committee comprised of STC staff and the consultant to review responses

Reviewers – This item was previously reviewed by Mr. Raul Cabaza, III, Risk Management Consultant, Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, Frank Jason Gutierrez, Director of Accountability, Risk, & Compliance, Ken Lyons, Risk Manager, the Purchasing Department, and by South Texas College legal counsel.

Background - The College solicits proposals annually after completing updates to its property schedule and completing applications that update enrollment, employee counts, payroll, and human resource activities such as voluntary and involuntary departures.

Enclosed Documents - The draft Request for Proposals (RFP) to be used in FY 2018 -2019 was provided under separate cover for the Committee's review and information.

April 10, 2018 Finance, Audit, and Human Resources Committee Review

Mr. Cabaza provided a high-level review of the draft RFP, which he intended to publish in time to receive responses in mid-May, for presentation of proposals and a recommendation to the Board in June 2018.

Mr. Cabaza clarified that while this was a Request for Proposals process, the drafted RFP document included much of the language developed for the previous year's solicitation through the *Invitation for Bids* process.

Proposed Renewal Option

Mr. Cabaza's draft RFP provided that a policy would be effective starting September 1, 2018, and would be for a one year period. He asked whether the Committee members were interested in including an option within the RFP, that the awarded vendor would be allowed to submit a renewal proposal by the end of May 2019 for the Board's consideration at that time, in lieu of going out for proposals. If the Board did not approve the renewal terms provided by the vendor, there would still be time to solicit proposals from other vendors.

Legal counsel asked if the renewal option would be at the sole discretion of the College, and Mr. Cabaza affirmed it would.

Proposed Renewal Option – Benefit to the College

Mr. Gary Gurwitz, a Trustee attending but not sitting on the Committee, asked whether the College would be able to evaluate the vendor's proposal if there were no other bids to compare it against.

Mr. Cabaza began to respond that if the vendor came back with the same pricing for the second year, it might be considered.

Mr. Gurwitz asked if there was any reason why the College should not to go out for competitive bids, and Mr. Cabaza responded that there was no reason.

Mr. Gurwitz asked if there was any advantage to the College to use the proposed process and to consider awarding the contract to the same vendor each year, and Mr. Cabaza responded that this was simply a possibility to consider.

Dr. Alejo Salinas, Jr., Board Chair and a member of the Committee, responded that this process would let the Board consider a proposal submitted in May, earlier enough that if the Board did not accept the proposal, there would be time to solicit competitive bids.

Review of Proposals Submitted for Renewal Option without Competitive Bid

Mr. Gurwitz asked how the Board would know whether they liked any proposal submitted without competitive bids against which to compare it, and Dr. Salinas suggested that it could be compared to the current policy terms and premium. Mr. Gurwitz noted that insurance is a volatile market, and opined that the College gets a better deal when competitive bids are solicited.

Legal Counsel added that the proposal was for an option only, and would be at the discretion of the College alone. He asked whether there would be an adequate way for the Board to evaluate such a proposal without competing bids, and Mr. Cabaza stated that it would be compared to history.

Mr. Cabaza asserted that this option was added to the draft based upon feedback he had received from the Board.

Dr. Alejo Salinas, Jr. stated that it was good for the Board to be presented options, and noted that the College would also have the option to call for competitive bids if there was any discomfort with the renewal option.

Dr. Salinas stated to Mr. Roy de León, Trustee and acting as Chair of the Committee, that this was a good option at this point, since it gave the Board the opportunity to make the decision regarding renewal.

Mr. Roy de León confirmed with Mr. Cabaza that, as the College's Risk Management Consultant, he would be available to provide the Board with his feedback as an expert consultant.

Recommendation of Legal Review Regarding Proposed Renewal Option

Legal Counsel suggested that if the Committee voted for this proposed renewal option, they make it subject to legal review, because he was not confident that the proposal was compliant with procurement code requirements without a formal advertisement for competitive bids.

Mr. Gurwitz agreed with Legal Counsel's concerns, noting that renewal of a $700,000 contract without competitive bids would open the College up to criticism about how it is handling its funds.

Dr. Salinas asked Mr. Cabaza whether any other entities use the renewal option approach, and Mr. Cabaza confirmed that there were school districts who had followed this process.

Policy Minimums

Mr. Cabaza also noted that the draft RFP would identify policy minimums that must be met by any qualified bid. Legal Counsel suggested that the minimum levels would need to be clearly stated, and suggested a point-based evaluation that would give the College the ability to evaluate any responses that offered coverage above the identified minimum.

Legal Counsel opined that an *Invitation for Bids* process makes it easier to evaluate responses with disparate coverage and minimums.

Mr. Cabaza noted that the *Invitation for Bids* process is too constraining, and might limit firms' ability to respond to the solicitation.

Cyber and Fraud Coverages

Mr. Gurwitz asked for additional detail about the types of incidences that are covered by Cyber insurance versus Crime/Fraud insurance policies.

Mr. de León asked administration to develop a comparative view of the policies maintained by peer institutions, including Cyber and Crime/Fraud coverage.

While there was no Committee action requested, Mr. de León asked that this information be provided to the Board of Trustees on April 24, 2018, for review by the missing Trustees.

No action was taken.

Review and Action as Necessary on Award of Proposals, Purchases, Renewal, and Interlocal Agreement (Non-Bond Proceeds)

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Roy de León, the Finance, Audit, and Human Resources Committee recommend Board approval of the award of proposals, purchases, renewal, and interlocal agreement (Non-Bond Proceeds) as listed below:

A. Awards
B. Non - Instructional Items
C. Technology Items
D. *Interlocal Agreement*

A. Awards

1) **Metal Products for Welding Programs (Award):** award the proposal for metal products for welding programs to for the period beginning May 29, 2018 through May 28, 2019 with two one-year options to renew, at an estimated amount of $55,000.00 based on prior year history. The vendors are as follows:
   a. **Alamo Iron Works** (Brownsville, TX)

b. **Industrial Supplier Larey, Inc./dba International Industrial Supply, Co.** (Brownsville, TX)
c. **Rio Grande Steel** (Edinburg, TX)

2) **Technology Campus Audio Visual Installation for Multimedia Rooms (Award):** award the proposal for the Technology Campus audio visual installation for multimedia rooms to **Audio Visual Aids** (San Antonio, TX), at a total amount of $37,769.00;

B. Non – Instructional Items

3) **Temporary Personnel Services (Renewal):** renew the temporary personnel services contracts for the period beginning June 29, 2018 through June 28, 2019, at an estimated amount of $600,000.00, which is based on prior year history. The vendors are as follows:
   a. **AMP Personnel Services, LLC.** (McAllen, TX)
   b. **Express Employment Professionals** (McAllen, TX)
   c. **Extra Extras, Inc.** (Weslaco, TX)
   d. **Kelly Services, Inc.** (McAllen, TX)
   e. **Manpower Group US, Inc.** (McAllen, TX)
   f. **One Stop Staffing, LLC.** (Harlingen, TX)
   g. **R & D Contracting, Inc./dba R & D Personnel** (McAllen, TX)
   h. **Region Staffing** (Brownsville, TX)
   i. **Spherion Staffing, LLC.** (Atlanta, GA)
   j. **Texas Staffing Pros, LLC** (McAllen, TX)

C. Technology Items

4) **Computers, Laptops, Tablets, and Printers (Purchase):** purchase computers, laptops, tablets, and printers from the State of Texas Department of Information Resources (DIR) approved vendors: **Dell Marketing, LP**. (Dallas, TX), **Apple, Inc.** (Dallas, TX), **CRC Computer Repair Center** (McAllen, TX), and **Adorama** (New York, NY) a National Purchasing Cooperative Alliance (NCPA), approved vendor, at a total amount of $78,165.56;
5) **Data Backup Appliance (Purchase):** purchase a data backup appliance from **Technologent** (Irvine, CA) (New), a State of Texas Department of Information Resources (DIR) approved vendor, at an estimated amount of $241,996.99;
6) **Data Center Network Switches (Purchase):** purchase data center network switches from **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) and U.S. Communities approved vendor, at a total amount of $141,993.03;
7) **Load Balancing Device (Purchase):** purchase a load balancing device from **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of $128,671.62;
8) **Network Switches and Fiber Patch Cables** (Purchase): purchase network switches and fiber patch cables from **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State

of Texas Department of Information Resources (DIR) approved vendor, at a total amount of $110,851.00;

9) **Servers (Purchase):** purchase servers from **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of $139,468.31;

D. Interlocal Agreement

10) **Managed Security Services Agreement (Interlocal Agreement):** purchase a managed security services agreement with **The Texas Department of Information Resources** (DIR) (Austin, TX), for the period beginning April 25, 2018 through April 24, 2019, at an estimated amount of $10,000.00.

Recommend Action - The total for all award of proposals, purchases, renewal, and interlocal agreement (Non-Bond Proceeds) was $1,543,915.51.

The motion carried.

Review and Action as Necessary on Award of Proposal and Purchase for the 2013 Bond Construction Program Funded by Bond Related Projects Funded by Non-Bond Proceeds

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Roy de León, the Finance, Audit, and Human Resources Committee recommend Board approval of the award of proposal and purchase for the 2013 Bond Construction Program Funded by Bond Related Projects Funded by Non-Bond Proceeds as listed below:

A. Non-Bond Proceeds - Maintenance and Operation Property Taxes (M&O)

A. Non-Bond Proceeds
--Maintenance and Operation Taxes (M&O)

1) **District Wide Audio Visual Installation for Study Rooms (Purchase):** award the proposal for the district wide audio visual installation for study rooms to **Audio Visual Aids** (San Antonio, TX), at an estimated cost of $108,313.00;
2) **Automation Lab (Purchase):** purchase an automation lab from **Festo Didactic, Inc.** (Eatontown, NJ), a sole source vendor, at a total amount of $662,569.82.

Recommend Action - The total for the award of proposal and purchase of the 2013 Bond Construction Program Funded by Bond Related Projects Funded by Non-Bond Proceeds was:

Non-Bond M&O Taxes	**$770,882.82**
Total	**$770,882.82**

The motion carried.

Review and Recommend Revision of Policy #4216: Discrimination, Harassment, Retaliation, and Sexual Misconduct

Approval to revise Policy #4216: Discrimination, Harassment, Retaliation, and Sexual Misconduct, would be requested at the April 24, 2018 Board meeting.

Purpose – The proposed policy revisions would update the current policy, which was last revised by the Board in 2016.

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

- To revise the policy's title from Discrimination, Harassment, Retaliation, and Sexual Misconduct to Harassment, Discrimination, and Sexual Misconduct.
- To clarify and clearly define harassment, discrimination, and sexual misconduct throughout the policy, including Title IX.
- To comply with requirements dictated by the federal and state government in accordance to sexual assault and any anti-discriminatory rules and regulations.
- To include the Title IX Coordinator name and location as required by law. Also, the Title IX Coordinator recommendation to include the Title IX Deputy Coordinators contact information.
- To rearrange the sections of the policy as recommended by the legal experts from The National Center for Higher Education Risk Management (NCHERM) Group, L.L.C.

The following were included for the Committee's review and information:

- Table of Contents showing current and revised Sections
- Revised Policy with additions/deletions for documentation purposes
- New Policy without mark-ups

Below are summaries of the policy additions and deletions:

1. The majority of the revisions are as a result of the rearranging of the policy as follows:

#	Section Subject	From	To
1	Title IX Statement	Section II	Section VIII
2	Prohibited Conduct	Section III	Section IV
3	Discrimination	Section IV	Section II
4	Pregnancy and Parenting	Section V	Section III
5	Harassment	Section VI	Section IV (A)
6	Retaliation	Section VIII	Section XV
7	Sexual Misconduct	Section IX	Section IV (C)
8	Sexual Harassment	Section IX (A)	Section IV (B)
9	Consensual Relationships	Section IX (B)	Section IV (C) (b)
10	Consent	Section IX (C)	Section VII
11	Coercion	Section IX (D)	Section IV (C) (g)
12	Incapacitation	Section IX (E)	Section VII (a)
13	Sexual Exploitation	Section IX (F)	Section IV (C) (d)
14	Dating Violence	Section IX (G)	Section IV (C) (h)
15	Domestic Violence	Section IX (H)	Section IV (C) (h)
16	Sexual Violence	Section IX (I)	Section IV (C) (c)
17	Non-Consensual Sexual Intercourse	Section IX (I) (1)	Section IV (C) (i)
18	Non-Consensual Sexual Contact	Section IX (I) (2)	Section IV (C) (j)
19	Stalking	Section IX (J)	Section IV (C) (e)
20	Off Campus Conduct	Section X	Section VI
21	Other Prohibited Conduct	Section XI	Section IV (C) (f)
22	Hostile Environment	Section XII	Section V
23	Reporting	Section XIII	Section X
24	Responsible Employee	Section XIII	Section XI
25	Title IX Coordinator	Section XIV	Section VIII
26	Filing of False Complaints	Section XV	Section XII
27	Effect on Pending Personnel Actions	Section XVI	Section XIII
28	Relations of Complaint Process to Outside Agency Time Limits	Section XVII	Section XIV
29	Title IX Procedures	Section XVIII	Section IX

2. Other significant changes, revisions, and additions included in the policy are as follows:

#	Section Subject	Changes/Revisions
1	Non-Discrimination	Section II, changed name from Discrimination to Non-Discrimination
2	Prohibited Conduct	Section IV (A), (B), (C) (b), (C) (d), (C) (e), included new language to define Harassment, Sexual Harassment, Consensual Relationships, Sexual Exploitation, Stalking
3	Sexual Harassment	Section IV (B), included new language to define Sexual Harassment, hostile environment, power differentials (quid pro quo), and retaliation
3	Intimate Partner (Dating/Domestic) Violence	Section IV (C) (h); consolidated Dating Violence and Domestic Violence to Intimate Partner (Dating/Domestic) Violence
4	Consent	Section VII; included new language to define Consent
5	Racial Harassment	Section VII, removed
6	Incapacitation	Section VII (a); included new language to define Incapacitation
7	Title IX Coordinator	Section VIII; included federal requirement to include Title IX Coordinator name and contact information; included Title IX Deputy Coordinators
8	Physical Conduct	Section IX (A) (1), removed
9	Verbal Conduct	Section IX (S) (2), removed
10	Responsible Employee	Section XI, included new language to define Responsible Employee
11	Filing of False Complaints	Section XII, included new language to define Filing of False Complaints
12	Retaliation	Section XV, included new language to define Retaliation
12	Review	Section XVI, added section

3. In addition, several minor changes were made throughout the policy as follows:

#	Section Subject	Minor Changes
1	Purpose	Section I, added, “and College policies”
2	Non-Discrimination	Section II, added, “Non-“
3	Non-Discrimination	Section II, added, “or any other basis prohibited by law” and “at South Texas College”
4	Pregnancy and Parenting	Section III, added “academic and physical”

#	Section Subject	Minor Changes
5	Prohibited Conduct	Section IV (C), added “non-consensual sexual contact” and “intimate partner violence, also known as dating violence and or”
6	Prohibited Conduct	Section IV (C) (c), added “unwelcome” and “as defined in Section VI: Consent”
7	Prohibited Conduct	Section IV (C) (d), added “Sexual Exploitation refers to a situation in which a person”
8	Prohibited Conduct	Section IV (C) (g); added “an” and “amount of”
	Hostile Environment	Section V, added “based on personal opinions, emotions, or point of view”, “and objectively offensive, based on facts, measureable, and observable”
9	Off Campus Conduct	Section VI, added “may” and “or other South Texas College policies”
10	Title IX Procedures	Section IX, added “are”, “the Office of Student Rights and Responsibilities”, “South Texas”, and “Title IX”
11	Reporting	Section X, added “the Title IX Coordinator or Title IX Coordinators”, “the Office of Student Rights and Responsibilities”, “of Public Safety, or file a report”, and “Employee are encouraged to report incidents to the Title IX Coordinator or Title IX Deputy Coordinators, Office of Human Resources, or file a report online.”

Background – Policy #4216: Discrimination, Harassment, Retaliation, and Sexual Misconduct, was approved by the Board of Trustees on May 26, 2015, and was amended in December 2015 and April 2016.

The College's Title IX Team, consisting of the Title IX Coordinator, Deputy Title IX Coordinators, and Title IX Investigators, was continually monitoring updates to the Title IX requirements as issued by the Department of Education and investigation outcomes from current court cases. The Department of Education’s Office of Civil Rights (OCR) was currently investigating 337 cases in higher education institutions as of March 20, 2018.

On September 22, 2017, the Department of Education issued new interim guidance on campus sexual misconduct. The Department of Education also formally reversed certain previous guidance on how institutions should handle sexual assaults under Title IX federal law.

Reviewers – The revised policy was reviewed by staff, the Title IX Committee, President’s Cabinet, President’s Administrative Staff, Planning and Development Council (PDC), by South Texas College legal counsel for Human Resources, Mr. Jose Guerrero, and The National Center for Higher Education Risk Management (NCHERM) Group, L.L.C, attorney.

Enclosed Documents - The Table of Contents showing current and revised Sections, the revised policy with additions/deletions for documentation purposes, and the new policy without markups were provided in the packet for the Committee's review and information.

The additions to the policy were highlighted in yellow and the deletions were designated with a red strikeout.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Roy de León, the Finance, Audit, and Human Resources Committee recommended Board approval of the proposed revisions to Policy #4216: *Harassment*, Discrimination, ~~Harassment, Retaliation~~, and Sexual Misconduct, as presented and which supersedes any previously adopted Board policy. The motion carried.

Review and Recommend Action to Renew the Hidalgo County Agreement for Tax Assessment Collection

Approval to renew the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected from September 1, 2018 through August 31, 2019 would be requested at the April 24, 2018 Board meeting.

Purpose – The Hidalgo County Agreement for Tax Assessment and Collection must be approved by the College by June 1, 2018. Approval of the tax assessment and collection fee was needed in order for the Hidalgo County Tax Assessor to assess and collect taxes levied.

Justification – Texas Property Tax Code, Sec. 6.27 (c) Compensation for Assessment and Collection indicates that, the assessor or collector is entitled to a reasonable fee, not to exceed actual costs incurred, for which it assesses and collects taxes. Texas Education Code, Sec. 130.121 (c) Tax Assessment and Collection indicates that, the tax assessor and tax collector shall receive compensation in an amount agreed on between the appropriate parties, but not to exceed two percent of the ad valorem taxes assessed. The Inter-Local Cooperation Agreement requires the County, after reviewing actual collection costs, to submit a proposed fee to the College, which may include a cost increase of no more than 5% per year, prior to May 1st. The College will then have until June 1st to accept the recommended fee.

Background – The Board of Trustees approved the Inter-Local Cooperation Agreement for Tax Assessment and Collection with Hidalgo County on March 11, 1996 with an option to renew for subsequent tax years. The contract was last renewed on April 24, 2017, and the annual fee approved was $103,212.00. Mr. Pablo Villarreal, Jr., RTA for Hidalgo County, advised the College that the annual fee for tax year 2018 would remain at $103,212.00. The monthly collection fee of approximately $8,601.00 would be reduced from taxes collected during the month and the remaining funds are wired to the South Texas College's bank depository account.

Below is a summary of fee increases charged by Hidalgo County during the period of FY 2009 – FY 2010 and FY 2018 – FY 2019. Also included is the percentage of the fee to the assessed levy.

Ten Year History of Fees for Hidalgo County Tax Assessment and Collection				
Year	**Fee**	**Increase over Previous Year**	**Total Tax Levy**	**% of Total Tax Levy**
2018 - 2019	$103,212.00	0%	Pending	Pending
2017 - 2018	$103,212.00	5%	$62,624,834.26	0.16%
2016 - 2017	$98,304.00	0%	$59,701,217.59	0.16%
2015 - 2016	$98,304.00	0%	$56,408,070.41	0.17%
2014 - 2015	$98,304.00	5%	$52,781,657.49	0.19%
2013 - 2014	$93,626.00	0%	$42,343,115.93	0.23%
2012 - 2013	$93,626.00	0%	$41,616,411.41	0.22%
2011 - 2012	$93,626.00	0%	$41,248,920.80	0.23%
2010 - 2011	$93,626.00	5%	$41,499,214.55	0.23%
2009 - 2010	$89,167.20	0%	$41,613,876.97	0.21%

Funding Source – The annual collection fee would be reduced monthly from taxes collected during the month.

Enclosed Documents – The Hidalgo County Collection of Taxes Contract was provided in the packet for the Committee's information and review. The Inter-Local Cooperation Agreement for Tax Assessment and Collections was also provided.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Roy de León, the Finance and Human Resources Committee recommended Board approval at the April 24, 2018 Board Meeting, the renewal of the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at an annual fee of $103,212.00 from September 1, 2018 through August 31, 2019 as presented.

Review and Recommend Action to Renew the Starr County Agreement for Tax Assessment Collection

Approval to renew the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected from September 1, 2018 through August 31, 2019 would be requested at the April 24, 2018 Board meeting.

Purpose – The Starr County Agreement for Tax Assessment and Collection must be approved by the College by June 1, 2018. Approval of the tax assessment and collection fee was needed in order for the Starr County Tax Assessor to assess and collect taxes levied.

Justification – Texas Property Tax Code, Sec. 6.27 (c) Compensation for Assessment and Collection, the assessor or collector is entitled to a reasonable fee, not to exceed actual costs incurred, for which it assesses and collects taxes.

Background – The Board of Trustees approved the Inter-Local Cooperation Agreement for Tax Assessment and Collection with Starr County on August 14, 2017, with an option to renew for subsequent tax years. The contract was last renewed on May 23, 2017, and the annual fee approved was 3.5% of the College's total tax collections for the period of September 1, 2017 through August 31, 2018 for tax year 2017. The annual fee for Fiscal Year 2018 is estimated to be $151,803.87. Ms. Maria Ameida Salinas, Tax Assessor-Collector for Starr County, advised the College that the annual fee for tax year 2018 would remain at 3.5% of the College's total tax collections. The annual fee for Fiscal Year 2019 was estimated to be $174,589.63. The monthly collection fee of approximately $14,549.14 would be reduced from taxes collected during the month and the remaining funds collected would be paid to the College.

Below is a summary of fees charged by Starr County each year for the past nine years and the estimated fee for Fiscal Year 2018 and Fiscal Year 2019 based on a rate of 3.5% of total tax collections.

Ten Year History of Fees for Starr County Tax Assessment and Collection				
Fiscal Year	**Fee***	**Increase over Previous Year**	**Total Tax Levy**	**% of Total Tax Levy**
2018 - 2019	$174,589.63	15.01%	Pending	Pending
2017 - 2018	$151,803.87	72.73%	$3,933,751.72	3.86%
2016 - 2017	$87,886.00	0%	$3,494,095.10	2.52%
2015 - 2016	$87,886.00	0%	$3,871,198.83	2.27%
2014 - 2015	$87,886.00	0%	$3,352,380.96	2.62%
2013 - 2014	$87,886.00	0%	$2,735,855.80	3.21%
2012 - 2013	$87,886.00	0%	$2,735,414.30	3.21%
2011 - 2012	$87,886.00	0%	$2,978,854.04	2.95%
2010 - 2011	$87,886.00	0%	$3,307,592.42	2.66%
2009 - 2010	$87,886.00	0%	$3,354,236.73	2.62%

* For Fiscal Year 2009 - 2010 to Fiscal Year 2016-2017, the fee was a fixed amount of $87,886. In Fiscal Year 2017 - 2018, the fee was based on 3.5% of total collections. In Fiscal Year 2018 - 2019, the fee is proposed to remain at 3.5% of total collections.

Funding Source – The annual collection fee would be reduced monthly from taxes collected during the month. Funds for these expenditures would be budgeted in the Starr Appraisal/Collection Fee budget for FY 2018 – 2019, pending Board approval of the budget.

Enclosed Documents – The Starr County Collection of Taxes Contract was included in the packet for the Committee's information and review.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Roy de León, the Finance and Human Resources Committee recommended Board approval of the renewal of the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at a fee of 3.5% of the College's total tax collection, or approximately $174,589.63, from September 1, 2018 through August 31, 2019, pending approval from the Starr County Commissioners Court, as presented. The motion carried.

Discussion and Action as Necessary on South Texas College Institute for Advanced Manufacturing (STC-IAM) and Instituto Internacional de Estudios Superiores Language & Tutoring Center, L.L.C. (IIES) Licensing Contract

Approval of South Texas College Institute for Advanced Manufacturing (STC-IAM) and Instituto Internacional de Estudios Superiores Language & Tutoring Center, L.L.C. (IIES) Licensing Contract would be requested at the April 24, 2018 Board meeting.

Purpose – Each acting as independent contractors, the STC-IAM and IIES have agreed to collaborate for the purpose of designing manufacturing workforce training programs to provide manufacturing and technological skills to manufacturing employees in Mexico. Each training program shall target the skilled labor demands of specific manufacturing firms in Reynosa, Tamaulipas in Mexico.

In collaboration with IIES, individual training contracts would be issued under the Licensing Contract. STC-IAM would design, as needed, the instructional program and curriculum as determined necessary, and would recommend assignment of the necessary instructors to conduct the training and necessary personnel to coordinate the program. IIES would provide the training directly to the maquiladora.

Students would be enrolled in this Workforce Development and Job Training program with curriculum specifically designed to provide trainees essential skills for employment in firms engaged in manufacturing, production, logistics, and distribution in Mexico.

Reviewers – The Contract was reviewed by the Vice President for Finance and Administrative Services, the Associate Dean for the Office of Industry Training and Economic Development, the Dean for Continuing, Professional and Workforce Education, and by South Texas College legal counsel.

Enclosed Documents – A copy of the preliminary Licensing Contract between South Texas College and IIES Language & Tutoring Center, L.L.C. was prepared by legal counsel and was included in the packet for the Committee's information and review.

Dr. Carlos Margo, Associate Dean for the Office of Industry Training and Economic Development attended the April 10, 2018 Finance, Audit, and Human Resources Committee meeting to review and address questions by the committee.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Roy de León, the Finance, Audit, and Human Resources Committee recommended Board of the South Texas College Institute for Advanced Manufacturing (STC-IAM) and Instituto Internacional de Estudios Superiores Language & Tutoring Center, L.L.C. (IIES) Licensing Contract as presented. The motion carried.

Review and Discussion of Preliminary Summary of Projected Revenues and Expenditures for FY 2018 - 2019 with Comparison to FY 2017-2018 Approved Budget

The packet included a Preliminary Summary of Projected Revenues and Expenditures for FY 2018 - 2019 with comparison to the FY 2017 - 2018 approved budget for the Committee's information and review.
This was a preliminary plan for the next fiscal year that included the following assumptions:

Revenues:

- State appropriation revenue was projected to remain at the FY 2017 – 2018 level since FY 2018 – 2019 is the second year of the biennium. An increase was projected in other state revenues consisting of Teacher Retirement System (TRS) and Optional Retirement Plan (ORP) for FY 2019, in the amount of $186,503. The state appropriation amount was based on the state allocation schedules and other state revenues were based on projected funding for eligible employees.

- Tuition for FY 2019 was based on projected enrollment of 20,085 traditional students, a 0% increase from Fall 2017, and 11,884 dual enrollment tuition free students for Fall 2018. The projections indicated an increase in tuition of approximately $49,151 in FY 2019 and included the Board approved increases of $5 per semester credit hour to the Associate Degree Nursing, Emergency Medical Technology, Occupational Therapy Assistant, Patient Care Assistant, Pharmacy Technology, Physical Therapist Assistant, Radiologic Technology/Sonography, Respiratory Therapy, and Vocation Nursing

differential tuition rates. The FY 2019 tuition increase also included the addition of differential tuitions for the following programs: Architectural and Engineering Design Technology; Automotive and Diesel Technology; Culinary Arts; Electronic Equipment and Computer; Electrician Assistant; Fire Science; Heating, Ventilation and Air Conditioning; Geology; Physical Science; and Engineering.

- Fees for FY 2019 were based on projected enrollment of 20,085 traditional students, a 0% increase from Fall 2017, and 11,884 dual enrollment tuition free students for Fall 2018. The projections included the Board approved increase of $6 per credit hour for the Information Technology Fee, the decrease of $4 for the Learning Support Fee, the decrease of $5 per credit hour for the Electronic Distance Learning/VCT Course Fee, and the elimination of the Hybrid Course Fee. The projections indicated an increase in fees of approximately $246,944 in FY 2019.

- Other revenue was expected to increase $490,523 in FY 2019. The projected increase was mainly due to the increased interest revenue.

Other Revenues	**FY 2018**	**FY 2019**	**Increase/ (Decrease)**
Concurrent Enrollment Cost Reimbursement	$4,183,366	$4,183,366	$-
Dual Credit Academy Participation Fee	363,785	501,455	137,670
Interest	1,413,962	1,963,406	549,444
Leases	25,000	25,000	-
Book Royalties	2,000	541	(1,459)
Administrative Costs and Shuttle System Contribution	614,443	475,587	(138,856)
Testing Commissions	5,700	12,225	6,525
Conferences-Continuing Education	64,742	1,941	(62,801)
Total Other Revenues	**$6,672,998**	**$7,163,521**	**$490,523**

- Tax revenue for FY 2019 was expected to increase $1,825,424, due to an increase in tax appraised values and tax collections.

- Carryover Allocations was projected to decrease $10,723,421 in FY 2019. The decrease mainly resulted from the decrease of $13,182,744 in the Prior Year M&O Tax Bond Program carryover funded from FY 2015, FY 2016, and FY 2017 M&O tax revenue, the increase of $1,959,323 in the Capital Purchases carryover, and the increase of $500,000 in the Contingency Fund carryover.

Carryover Allocations	FY 2018	FY 2019	Increase/ (Decrease)
Unexpended Construction Plant Transfer	$3,000,000	$3,000,000	$-
Continuing Education	600,000	600,000	-
Capital Purchases	-	1,959,323	1,959,323
Contingency Fund	1,500,000	2,000,000	500,000
Instructional Book Royalties	11,278	11,278	-
M&O Tax Bond Program 2013 - FFE	17,835,346	4,652,602	(13,182,744)
Total Carryover Allocations	**$22,946,624**	**$12,223,203**	**$(10,723,421)**

Expenditures:

- The Salary expenditures budget was proposed to increase by $3,152,593 in FY 2019 as follows:

	Changes to FY 2019 Salary Budget	Amount
1.	Proposed Salary Percent Increases	
	a. Faculty	$926,280
	b. Non-Faculty Personnel	1,088,895
2.	Proposed New Non-Faculty Staff Positions	493,937
3.	Proposed Non-Faculty Salary Adjustments/Reclassifications	21,100
4.	Proposed Restoration of Positions Partially Funded	547,496
5.	Proposed Salary Adjustments for Vacant Positions and Pool Adjustments	74,885
	Total	**$3,152,593**

Detailed information for each of these categories is as follows:

1. **Proposed Salary Percent Increases**
   a. Faculty

Faculty Salary Increases			
Category	**Average Increase Percentage**	**FY 2017 - 2018 Increase Amount**	**FY 2018 - 2019 Proposed Increase Amount**
Faculty (FT)	3%	$883,118	**$926,280**

b. Non-Faculty Personnel

Non-Faculty Personnel Salary Increases			
Category	**Increase Percentage**	**FY 2017 - 2018 Increase Amount**	**FY 2018 - 2019 Proposed Increase Amount**
Classified	3%	$261,175	$298,577
Professional/Technical	3%	537,322	635,797
Administrative	3%	127,934	132,429
Executive	3%	21,206	22,092
Total		$947,637	**$1,088,895**

2. **Proposed New Non-Faculty Staff Positions**
   - A total of nineteen (19) new staff positions were proposed as follows:

     ⇒ 12 positions from Vice President for Academic Affairs
     ⇒ 3 positions from Vice President for Finance and Administrative Services
     ⇒ 2 positions from Vice President for Information Services and Planning
     ⇒ 2 positions from Vice President for Student Affairs & Enrollment Mgmt.

Funding	Amount
Funding Requested for New Positions	$767,831
Less -- Funding from Pool Positions for seven (7) of the positions	(273,894)
Net Salary Budget Increases for New Positions	**$493,937**

3. **Proposed Non-Faculty Salary Adjustments/Reclassifications**
   - A total of fifteen (15) positions, out of which eleven (11) positions required changes in classification and/or grade were proposed as follows:

     ⇒ 5 positions from Vice President for Academic Affairs
     ⇒ 7 positions from Vice President for Finance and Administrative Services
     ⇒ 3 positions from Vice President for Student Affairs & Enrollment Mgmt.

Funding	Amount
Funding Requested for Non-Faculty Salary Adjustments/Reclassifications	$38,215
Less -- Funding from Staff and Pool Positions for four (4) of these positions	(17,115)
Net Salary Budget Increases for Salary Adjustments/Reclassifications	**$21,100**

4. **Proposed Restoration of Positions Partially Funded**
   - A total of five (5) Instructor positions that were partially funded would be restored totaling $**132,500.**

   - A total of four (4) positions that were partially funded would be restored totaling $**414,996** as follows:

     ⇒ Assistant to President Public School Relations/Partnerships
     ⇒ VP for Institutional Advancement
     ⇒ Associate Dean Community Engagement/Workforce Development <u>change title to</u> Executive Officer Community Engagement/Workforce Development
     ⇒ Director of Fundraising and Legislative Affairs <u>change title to</u> Director of Fundraising and Foundation

5. **Proposed Salary Adjustments for Vacant Positions and Pool Adjustments**
   - Adjustments were proposed for pools and several vacant positions

Funding	Amount
Salary Adjustments for Vacant Positions	$52,613
Pool Adjustments	60,000
Less -- Funding from Staff and Pool Positions for four (4) of these positions	(37,728)
Net Salary Budget Increases for Salary Adjustments for Vacant Positions and Pool Adjustments	**$74,885**

Additional modifications to salary expenditures including reductions may be necessary prior to final approval of the Staffing Plan by the Board and based on revised revenue projections and subject to the availability of funding and Board approval of the final budget.

- The Benefits expenditures budget for FY 2019 was proposed to increase by $945,778.

- The Operating expenditures budget for FY 2019 was proposed to decrease by $5,104,645.

  ⇒ The operating budget was proposed to increase by $533,549 based on the needs of the College's departments.
  ⇒ In addition, the operating budget was proposed to decrease by $5,638,194 for furniture and equipment for the new bond buildings funded from bond M&O tax revenue.

- The Travel expenditures budget for FY 2019 was proposed to increase by $138,844. Approximately 25 percent of the travel budget represents local mileage reimbursement for faculty.

- The Capital Outlay expenditures budget for FY 2019 was proposed to decrease by $7,057,846.

  ⇒ The capital budget was proposed to decrease by $64,647 based on the needs of the College's departments.
  ⇒ In addition, the capital budget was proposed to decrease by $6,993,199 for equipment for the new bond buildings funded from bond M&O tax revenue.

- The Transfers and Contingencies budget for FY 2019 was proposed to increase by $400. The increase was primarily due to the projected increase in the MTR Bond Series 2007 debt service of $400. This debt service is paid from maintenance and operations taxes.

The Preliminary Summary of Projected Revenues and Expenditures for FY 2018 - 2019 with Comparison to the FY 2017 - 2018 approved budget and the Proposed Budget PowerPoint presentation was provide in the packet for the Committee's review and information.

Additional changes may be required to the budget revenue and expenditure projections, prior to final presentation to the Board based on revised revenue projections.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, presented the Preliminary Summary of Proposed Budget for FY 2018 – 2019 at the April 10, 2018 Finance, Audit, and Human Resources Committee meeting and will addressed 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 Position Vacancy Report for FY 2017 – 2018

The Staffing Plan Position Vacancy Report for FY 2017 - 2018 was provided in the packet for the Committee's information and review. Information was current as of April 5, 2018.

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 position information listed below included the Unrestricted Fund only and did not include positions for Auxiliary and Restricted Funds.

1) <u>Positions Filled during Fiscal Year 2017 - 2018</u>
<u>(EXHIBIT A – HIRED)</u>

- Two-hundred and thirty-two (232) vacant positions were carried over from FY 2016 – 2017; Seventy-three (73) new positions were Board approved for FY2017-2018.

Three-hundred and five (305) Full Time Regular positions were vacant as of September 1, 2017.

- One-hundred and seventy-eight (178) of the FY 2016 - 2017 positions have been filled and thirty (30) of the new FY 2017 - 2018 Full Time, Regular positions have been filled for a total of two-hundred and eight (208) positions filled as of April 5, 2018.

	FY2016-2017	FY2017-2018	Total
Positions Carried over	232	-	232
New positions	-	73	73
Total Vacancies as of 9/1/2017	-	-	*305*
Filled	178	30	208
Total Vacancies as of 4/5/2018 excluding resignations	**54**	**43**	**97**
% of Vacancies Filled	**-**	**-**	**68%**

2) Vacancies at Beginning of Fiscal Year 2017 - 2018
(EXHIBIT B - VACANT POSITIONS - NEW)
(EXHIBIT C - VACANT POSITIONS - CONTINUING)

Below is a detail of the Fiscal Year 2017 – 2018 Non-Faculty Vacancies by Division as of April 5, 2018.

	Academic Affairs	Finance & Admin. Services	Information Services, Planning, Perform. & Strategic Initiatives	President's Office	Student Affairs & Enrollment Management	Total
Continued	22	39	36	16	9	**122**
Cont-Bond	8	19	8	0	1	**36**
New	6	3	1	2	2	**14**
New- Bond	11	19	2	0	0	**32**
Total	**47**	**80**	**47**	**18**	**12**	**204**

3) Position Turnover during Fiscal Year 2017 - 2018

- Forty-four (44) vacancies due to resignations, terminations, or retirements have been submitted for Full Time, Regular positions as of April 5, 2018.

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

The Position Vacancy Report for Fiscal Year 2017 - 2018 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 8:05 p.m.

I certify that the foregoing are the true and correct Minutes of the April 10, 2018 Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees.

_____
Mr. Paul R. Rodriguez

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

Approval of the Starr County Tax Resale Properties and the Resolution Authorizing the Tax Resale will be requested at the May 22, 2018, Board meeting.

Purpose – The law offices of Linebarger Goggan Blair & Sampson, LLP is requesting consideration and possible action on the tax resale of thirty-nine (39) properties and one (1) private bid in 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 November 7, 2017 Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Starr County Courthouse for forty (40) struck off properties located within Starr County. One (1) property was cancelled, so only thirty-nine (39) properties are presented for consideration. Also presented, is one (1) private bid that was submitted on September 8, 2017. The tax resale auction was published in the Starr County Town Crier newspaper in Rio Grande City.

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 $6,880.11 for Starr County properties.

Enclosed Documents - The Resolutions Authorizing the Tax Resale, 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 follow in the packet for the Committee's information and review.

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

It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 22, 2018 Board meeting, the Starr County Tax Resale Bids and the Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented.

SOUTH TEXAS COLLEGE

RESOLUTION NO. _____

On the 8th day of May, 2018, at the regularly scheduled meeting of the South Texas College Board of Trustees, a motion was duly made and seconded to resell the property described on the attached list, which was acquired by the College through previous tax foreclosure proceedings. The property was sold in accordance with Texas Tax Code Ann. §34.05.

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

BE IT RESOLVED that the South Texas College Board of Truestees approved the bid received on the property described in the attached list and authorizes the South Texas College Board President to execute the tax resale deed conveying the approved property.

SIGNED on this _____ day of May, 2018.

_____
Dr. Alejo Salinas, Jr.
Board Chair
South Texas College

ATTEST:

_____
Mr. Jesse Villarreal
Board Secretary

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
November 7, 2017 TAX RESALE LIST
SOUTH TEXAS COLLEGE

SUIT NUMBER	LEGAL DESCRIPTION	ACCOUNT NUMBER	TAXES & FEES OWED	AMOUNT OF BID	AMOUNT FOR DISTRICT
TS-04-41 1	0.344 acre, more or less, being Lot 1, Block 6, Community of Salineno, Starr County, Texas.	0003819	$32,350.00	$2,800.00	$58.91
TS-05-59 2	Lot 1, Block "A", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047225	$3,490.00	$1,500.00	$48.87
TS-05-59 3	Lot 2, Block "A", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047227	$6,910.00	$1,100.00	$43.76
TS-05-59 4	Lot 3, Block "A", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047229	$7,840.00	$1,500.00	$69.62
TS-05-59 5	Lot 7, Block "A", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047239	$6,560.00	$1,500.00	$69.61
TS-05-59 6	Lot 1, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047241	$8,200.00	$1,600.00	$76.09
TS-05-59 7	Lot 2, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047243	$7,650.00	$1,400.00	$63.15
TS-05-59 8	Lot 3, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047246	$7,330.00	$1,600.00	$70.97
TS-05-59 9	Lot 4, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County Texas.	0047249	$7,650.00	$1,800.00	$87.16
TS-05-59 10	Lot 5, Block "B", Campobello Subdivision Unit 2 a subdivision in Starr County Texas	0047251	$7,650.00	$1,600.00	$64.79
TS-05-59 11	Lot 6, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047253	$8,000.00	$4,100.00	$202.40
TS-05-59 12	Lot 7, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047254	$8,700.00	$3,100.00	$147.36
TS-05-59 13	Lot 8, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047257	$10,100.00	$7,500.00	$1,049.83

TS-05-59 14	Lot 9, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047259	$9,500.00	$2,500.00	$114.35
TS-05-59 15	Lot 10, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047262	$8,700.00	$3,000.00	$141.85
TS-05-59 16	Lot 11, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047264	$8,700.00	$2,100.00	$92.31
TS-05-59 17	Lot 12, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047267	$8,700.00	$2,200.00	$97.82
TS-05-59 18	Lot 13, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047269	$8,550.00	$1,700.00	$70.29
TS-05-59 19	Lot 14, Block "B", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047271	$9,050.00	$2,100.00	$92.32
TS-05-59 20	Lot 1, Block "C", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047273	$8,700.00	$1,800.00	$75.79
TS-05-59 21	Lot 2, Block "C", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047275	$7,900.00	$2,500.00	$114.34
TS-05-59 22	Lot 3, Block "C", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047277	$6,200.00	$2,000.00	$86.83
TS-05-59 23	Lot 4, Block "C", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047279	$7,000.00	$2,100.00	$92.34
TS-05-59 24	Lot 5, Block "C", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047282	$8,600.00	$3,000.00	$141.85
TS-05-59 25	Lot 6, Block "C", Campobello Subdivision, Unit 2, a subdivision in Starr County, Texas	0047285	$8,200.00	$2,400.00	$108.84
TS-05-59 26	Lot 15, Campobello Subdivision, Rio Vista Estates, Inc., Unit 3, a subdivision in Starr County, Texas	0001063	$6,000.00	$1,700.00	$82.89
TS-05-59 27	Lot 16, Campobello Subdivision, Rio Vista Estates, Inc., Unit 3, a subdivision in Starr County, Texas	0001064	$6,600.00	$1,200.00	$48.15
TS-05-59 28	Lot 17, Campobello Subdivision, Rio Vista Estates, Inc., Unit 3, a subdivision in Starr County, Texas	0022347	$6,900.00	$1,300.00	$56.92

TS-05-59 29	Lot 6, Falconaire Resubdivision, Unit 1, a subdivision in Starr County, Texas	0021762	$3,200.00	$1,300.00	$57.38
TS-05-59 30	Lot 7, Falconaire Resubdivision, Unit 1, a subdivision in Starr County, Texas	0021763	$3,200.00	$1,300.00	$57.37
TS-05-59 31	Lot 13, Falconaire Resubdivision, Unit 1, a subdivision in Starr County, Texas	0009710	$3,900.00	$1,200.00	$50.83
TS-05-59 32	Lot 43, Falconaire Resubdivision, Unit 1, a subdivision in Starr County, Texas	0016927	$2,550.00	$1,100.00	$44.27
TS-05-59 33	Lot 58, Falconaire Resubdivision, Unit 2, a subdivision in Starr County, Texas	0011193	$4,050.00	$1,000.00	$29.70
TS-07-83 34	Lot 55, Evergreen Subdivision, Starr County, Texas	0056462	$7,300.00	$1,800.00	$54.88
TS-07-85 35	Lot 5, Block 17, Rau-Con Addition No. 3, Share 14-A and 15 out of Porciones 71 and 72, Starr County, Texas	0006555	$19,500.00	$7,000.00	$324.65
TS-08-62 36	Lot 10, Block 1, Nicanor Subdivision, Unit 1, Starr County, Texas	0018756 0034981	$21,700.00	$4,500.00	$101.86
TS-10-99 37	Lot 32, Escandon Trace Subdivision, Unit II, a subdivision in Starr County, Texas	0032400	$60,000.00	$24,100.00	$1,331.19
TS-11-79 38	Lot 18, Block "B", Loma Vista Subdivision, an addition to Starr County, Texas	0033495	$47,900.00	$4,500.00	$100.58
TS-08-98 40	1.0 acre out of 5.00 acres, more or less, out of Tract 1 of Share 3, Partition of La Sal Colorada Grant, Starr County, Texas AND 4 acres out of 5.00 Acres, out of Abstract 157, GT V. Sais, Tract 1, Share 3, La Sal Colorada Grant, Starr County, Texas, and carried on the tax rolls as 4 acres out of the Abstract 157, V. Sais, Starr County, Texas.	0001902 0041166	$46,525.00	$11,000.00	$529.64
TS-10-64 Private Bid	Lot 4, Block 6, El Chaparral Subdivision, Unit 1, an addition to Starr County, Texas, according to the map or plat thereof, recorded in Volume 2, Page 193, Map Records of Starr County, Texas.	0037114	$84,853.35	$15,000	$728.25

TOTAL: $6,880.11

Review and Recommend Action on Award of Student Insurance

Approval will be requested at the May 8, 2018 Board meeting to award the student insurance proposals for Voluntary Student Accident Insurance, Student / Faculty Medical Professional Liability Insurance, and Workforce Training Programs Student Accident Insurance as follows:

- **Voluntary Student Accident Insurance:**
  Student Assurance Services, Inc. / Ameritas Life Insurance Corporation for the period beginning August 27, 2018 through August 27, 2019. The student accident insurance limit is $25,000. The annual cost to students is $75 per insured person for school coverage or $160 on a 24-hour basis. The dental coverage is $8 additional premium. **This is a voluntary product and is paid by students directly to the insurance company, so there is no cost to the College.**

- **Student / Faculty Medical Professional Liability Insurance:**
  Affinity Insurance Services Inc. and C.N.A. American Casualty Company of Reading, PA for the period beginning August 27, 2018 through August 27, 2019. The premium is $22,278, which is $10 per student. The recommendation is based on 2,227 students with limits of $1,000,000 per occurrence / $5,000,000 aggregate. **The cost for the Medical Professional Liability Insurance is paid by the students enrolled in the Nursing Allied Health and Child Development programs. The College and Faculty are insured parties at no cost to the student or to the College.**

- **Workforce Training Programs Student Accident Insurance:**
  Student Assurance Services / Ameritas Life Insurance Corporation for the period beginning August 27, 2018 through August 27, 2019. The student accident insurance limit is $25,000. The annual premium is $2,700 and includes all participants. The Workforce Training premium is based on 680 participants. These participants are enrolled in non-credit Continuing Education Training Programs such as Phlebotomy, Welding, Emergency Care Assistant, Certified Nurse Assistant, Medication Aide, Welding and Building Trades. **This cost is covered by Workforce Solutions Project Grow and Accelerate Texas grants as well as cash paying students.**

The request for proposals was advertised and issued to six (6) vendors. Two (2) responses were received and reviewed by Mr. Raul Cabaza, III, Risk Management Consultant, Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, Frank Jason Gutierrez, Director of Accountability, Risk, & Compliance, Ken Lyons, Risk Manager, and the Purchasing Department.

The recommendation and spreadsheets provided by Mr. Raul Cabaza, III, follows in the packet for your information and review.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 8, 2018 Board meeting, the proposal awards for Voluntary Student Accident Insurance, Student / Faculty Medical Professional Liability Insurance, and Workforce Training Programs Student Accident Insurance as presented.

SHEPARD WALTON KING
INSURANCE GROUP
Bob Shepard • Raul Cabaza III • Chris Graham • Josh Fields • Cynthia Cabaza

April 27, 2018

Ms. Mary Elizondo
Vice President for Finance & Administrative Services
South Texas College
PO Box 9701
McAllen, TX 78501

Re: Voluntary Student Accident Insurance RFP #17-18-1035

Dear Ms. Elizondo:

One proposal was received from Student Assurance Services in response to your request for Voluntary Student Accident Insurance.

Voluntary Student Accident Insurance
Student Assurance Services proposed placement of coverage through Ameritas Life Insurance Corp on a primary basis for school time or alternately on a 24-hour basis. The annual premium is $75 per insured person for school time coverage or $160 on a 24-hour basis. The dental coverage is $8 additional premium. The premium is only charged for the first coverage period (school year or semester) for which the student purchases the coverage. Premium is not pro-rated on a semester basis.

Recommendation:

Student Assurance Services, Inc./Ameritas Life Insurance Corp for the year August 27, 2018 to August 27, 2019. The student accident insurance limit is $25,000. This is voluntary product, so there is no cost to the College.

Sincerely,

Raul Cabaza III

Raul Cabaza III, CIC
President

121 W. Pecan / McAllen, Texas 78501 / (956) 682-2841 / Fax (956) 630-4015
1906-B East Tyler Avenue / Harlingen, Texas 78550 / 956-423-8755 / Fax (956) 428-0730

SOUTH TEXAS COLLEGE
Voluntary Student Accident Only Insurance - RFP #17-18-1035
2018-2019

Voluntary Student Accident Insurance		
	Current Program	**Proposed**
Proposer:	***Student Assurance Services, Inc.***	**Student Assurance Services, Inc.**
Carrier:	***Ameritas Life Insurance Corp.***	**Ameritas Life Insurance Corp.**
A.M. Best Rating	***A XIV***	**A XIV**
Limits:	*$25,000 Maximum Medical Benefit*	$25,000 Maximum Medical Benefit
Type of Policy:	*Primary Basis - will pay benefits regardless of Other Valid Coverage.*	Primary Basis - will pay benefits regardless of Other Valid Coverage.
2000 packets for registration	*Yes*	Yes
School Time Rate (Annual Cost)	*$75 per student*	$75 per student
24-Hour Basis (Annual Cost)	*$160 per student*	$160 per student
Cost for extended dental - $5,000 Limit	*$8* *Stand Alone covg. - Not available*	$8 Stand Alone covg. - Not available
All school sponsored activities?	*Yes*	Yes

SHEPARD WALTON KING
INSURANCE GROUP
Bob Shepard • Raul Cabaza III • Chris Graham • Josh Fields • Cynthia Cabaza

April 27, 2018

Ms. Mary Elizondo
Vice President for Finance & Administrative Services
South Texas College
PO Box 9701
McAllen, TX 78501

Re: Medical Professional Liability RFP #17-18-1035

Dear Ms. Elizondo:

One proposal was received for Professional Liability coverage

Medical Professional Liability Insurance:
Affinity Insurance Services, Inc. offered renewal terms through the current carrier, C.N.A. American Casualty Company of Reading PA with the following options:

Limits:	Premium:	Cost per Student
$1,000,000/$5,000,000.	$22,278.	$10.003
$2,000,000/$5,000,000.	$27,418.	$12.31
Basis: 2,227 students		

Coverage Highlights:
Occurrence Form
Insured includes the College and faculty
Defense Costs (Legal Representation) – Outside the Liability Limits
Deductible -0-

Recommendation:
Affinity Insurance Services Inc. and C.N.A. American Casualty Company of Reading PA for the year August 27, 2018 to August 27, 2019 at an annual premium of $22,278. The limit is $1,000,000 per occurrence/$5,000,000 aggregate. The cost for the medical professional liability insurance is paid by the students enrolled in the allied health and child development programs. The College and faculty are insured parties at no cost to the student or the College.

Sincerely,

Raul Cabaza III

Raul Cabaza III, CIC
President

121 W. Pecan / McAllen, Texas 78501 / (956) 682-2841 / Fax (956) 630-4015
1906-B East Tyler Avenue / Harlingen, Texas 78550 / 956-423-8755 / Fax (956) 428-0730

SOUTH TEXAS COLLEGE
Student Insurance 2018-2019

Student/Faculty Medical Professional Liability			
	Current Program	Recommended Program	Alternate Increased Limits
Proposer:	***Affinity Ins Services***	**Affinity Ins Services**	**Affinity Ins Services**
Carrier:	***American Casualty Company of Reading PA (C.N.A.)***	**American Casualty Company of Reading PA (C.N.A.)**	**American Casualty Company of Reading PA (C.N.A.)**
A.M. Best Rating	***A XV***	**A XV**	**A XV**
Coverage Form:	*Occurrence*	Occurrence	Occurrence
Limit Per Occurrence:	*$1,000,000*	$1,000,000	$2,000,000
Aggregate Limit:	*$5,000,000*	$5,000,000	$5,000,000
Defense Costs:	*Outside the Limits*	Outside the Limits	Outside the Limits
Deductible:	*None*	None	None
Annual Premium:	***$22,968***	**$22,278**	**$27,418**
Rate per Student:	*2,296 students/ Approx. $10. per participant*	2,227 students/Approx. $10. per participant	2,227 students/Approx. $12.31 per participant

SHEPARD WALTON KING
INSURANCE GROUP
Bob Shepard • Raul Cabaza III • Chris Graham • Josh Fields • Cynthia Cabaza

April 27, 2018

Ms. Mary Elizondo
Vice President for Finance & Administrative Services
South Texas College
PO Box 9701
McAllen, TX 78501

Re: Workforce Training Programs Student Accident Insurance RFP #17-18-1035

Dear Ms. Elizondo:

One proposal was received from Student Assurance Services.

Workforce Training Program- Student Accident Insurance
Student Assurance Services proposed placement through Ameritas Life Insurance Corporation for students participating in Workforce related programs.

Accident Medical Expense Limit: $25,000. Premium: $2,700.
Basis: 680 Rostered Participants

Recommendation:
Student Assurance Services/Ameritas Life Insurance Corp for the year August 27, 2018 to August 27, 2019. The student accident insurance limit is $25,000. The annual premium is $2,700 for all participants.

The Workforce Training premium is based on 680 rostered participants. These participants are enrolled in non-credit Continuing Education Training Programs such as Phlebotomy, Welding, Emergency Care Assistant, Certified Nurse Assistant, Medication Aide, Welding and Building Trades. The cost is covered by Workforce Solutions Project Grow and Accelerate Texas grants as well as cash paying students.

Sincerely,

Raul Cabaza III

Raul Cabaza III, CIC
President

121 W. Pecan / McAllen, Texas 78501 / (956) 682-2841 / Fax (956) 630-4015
1906-B East Tyler Avenue / Harlingen, Texas 78550 / 956-423-8755 / Fax (956) 428-0730

SOUTH TEXAS COLLEGE
2018-2019

Workforce Training Programs - Student Accident Insurance		
	Current Program	**Renewal Program**
Proposer:	***Student Assurance Services***	**Student Assurance Services**
Carrier:	***Ameritas Life Insurance Corp.***	**Ameritas Life Insurance Corp.**
A.M. Best Rating	***A XIV***	**A XIV**
WTS - Trade Students - Group Premium:	***$2,700***	**$2,700**
Basis:	***689***	**680**
Schedule of Benefits - Accidental Medical		
Maximum Medical Benefit per Injury	*$25,000 - Excess basis*	*$25,000 - Excess basis*
Type of Policy:	*Secondary to any other Insurance*	*Secondary to any other Insurance*
Deductible Amount:	*$0*	*$0*
Benefit Period:	*52 weeks*	*52 weeks*
1. Inpatient Benefits		
a. Hospital Room & Board	*U&C*	*U&C*
b. Intensive Care (in lieu of 1.a.)	*U&C*	*U&C*
c. Hospital Miscellaneous Services	*U&C*	*U&C*
d. Physicians Non-Surgical Visits (1 a day, not paid day of surgery)	*U&C*	*U&C*
e. Physiotherapy (1 visit per day, includes office visits)	*U&C*	*U&C*
f. X-ray and Radiology Services	*U&C*	*U&C*
g. Registered Nurse (private duty nurse, when ordered by physician)	*U&C*	*U&C*
2. Outpatient Surgery Benefits		
a. Day Surgery Charges	*U&C*	*U&C*
3. Other Outpatient Benefits		
a. Hospital Emergency Room (including urgent care)	*U&C*	*U&C*
b. X-ray Services	*U&C*	*U&C*
c. Diagnostic Imaging (Includes CT scans, MRI and bone scans)	*U&C*	*U&C*
d. Physician's Non-Surgical Visits (1 a day, not paid day of surgery)	*U&C*	*U&C*
e. Physiotherapy (1 visit per day, includes office visits & chiropractic)	*U&C*	*U&C*
f. Orthopedic Appliances	*U&C*	*U&C*
g. Durable Medical Equipment	*U&C*	*U&C*
h. Prescription Drugs	*U&C, up to $50*	*U&C, up to $50*
i. Ambulance Services (ground)	*U&C*	*U&C*
j. Laboratory Services	*U&C*	*U&C*
k. Shots and Injections (when administered in physician's office)	*U&C*	*U&C*
4. Other Physician Services		
a. Dental Treatment (in lieu of all other medical benefits; including x-rays of sound and natural teeth)	*U&C, up to $250*	*U&C, up to $250*
b. Physician Surgical Care (inpatient or outpatient)	*U&C*	*U&C*
c. Assistant Surgeon (inpatient or outpatient)	*25% of Surgeon's Allowance*	*25% of Surgeon's Allowance*
d. Anesthesia Services (inpatient or outpatient)	*25% of Surgeon's Allowance*	*25% of Surgeon's Allowance*
e. Physician Consultation (1 visit per day, when referred by attending Physician)	*U&C*	*U&C*
5. Motor Vehicle Injury	*Same as any Injury*	*Same as any Injury*
8. Other Covered Service		
a. Rehabilitation Services (1 visit per day, includes home health care and inpatient skilled nursing)	*U&C*	*U&C*

U&C means Usual & Customary

Discussion and Action as Necessary on Amending Specifications for Solicitation of Property and Casualty Insurance

Approval on amending the specifications for solicitation of property and casualty insurance will be requested at the May 8, 2018 Board meeting.

Mr. Raul Cabaza, III, Risk Management Consultant, will review with the Committee the Request for Proposals for Property, Boiler and Machinery, Crime, General Liability, Automobile, School Board, Cyber, and Foreign Liability in addition to Workers' Compensation Coverage for the policy year beginning September 1, 2018.

Purpose - South Texas College will be soliciting proposals in May for such insurance coverage and is requesting the Committee's direction as to the content and format of the solicitation document and the evaluation process. The Board's participation in the process will help make certain that the desired coverage will be reflected in the final document.

Justification - The intent is to provide a solicitation document that provides as much clarification as possible to potential respondents and for evaluation of proposals by the College and the College's consultant.

The following additional items are listed for discussion by the Finance Committee:

- Specific evaluation criteria will be included in the request for proposals document
- Establishment of a committee comprised of STC staff and the consultant to review responses
- Request proposals for term of policy for the following:
  - Option 1: Provide proposal for a 1-Year Policy for the period from September 1, 2018 to August 31, 2019
  - Option 2: Provide proposal for a 2-Year Policy for the period from September 1, 2018 to August 31, 2020
  - Option 3: Provide proposals for both a 1-Year and a 2-Year Policy for the periods stated in options 1 and 2.

Reviewers – This item has been reviewed by Mr. Raul Cabaza, III, Risk Management Consultant, Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, Frank Jason Gutierrez, Director of Accountability, Risk, & Compliance, Ken Lyons, Risk Manager, the Purchasing Department, and by South Texas College legal counsel.

Background - The College solicits proposals annually after completing updates to its property schedule and completing applications that update enrollment, employee counts, payroll, and human resource activities such as voluntary and involuntary departures.

Enclosed Documents – The Proposed Schedule and the Comparison Matrix follow in the packet for your information and review. The draft Request for Proposals (RFP) to be used in FY 2018 -2019 is provided under separate cover for the Committee's review and information.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 8, 2018 Board meeting, amending the specifications for solicitation of property and casualty insurance as presented.

South Texas College
Insurance RFP Proposed Timeline

Advertise	Board Meeting	Renewal Terms
Advertise May 9th and May 16th Due May 31st	Review and recommend at the June 12th Finance and award at the June 26th Board of Trustees meeting	Send out RFP on May 9th and due May 31st which would allow Raul Cabaza one week to review and provide his recommendations at the June 12 Finance meeting

Insurance RFP- Term of Policy for Other Community Colleges and School Districts

Community Colleges	Contract Term	Renewal Option	Renewal Terms
College of the Mainland	One Year	Option to renew for two additional one-year terms	A two and three year fixed rates program were requested on the RFP for consideration. They rely on their consultant that monitors the market conditions. Most changes are due to the increase in property values and mostly economic conditions.
Collin College	One Year	Option to renew for four additional one-year terms	Collin College may consider quotes with multi-year rate guarantees or rate caps for renewal periods in one (1) year terms, based on fiscal year funding or appropriations, existing terms, conditions, quality of service, and competitive prices. They request pricing from the provider and take it to the Board for approval.
Blinn College	One Year	Option to renew for four additional one-year terms	Renewal issued if service is satisfactory and both parties agree upon renewal terms.They go out to bid every other year because normally there is no change.
Houston Community College	18 Months	Option to renew for five additional one-year terms	
McLennan Community College	One Year	Option to renew for six additional one-years terms	Assuming no additional coverage is requested or major claim is made, annual premiums for policy renewal shall be capped at a maximum of 4% per year. Proposals for lower percentage caps are encouraged and will be considered total long term cost of services.
Tarrant County College District	One Year	Option to renew for two additional one-year terms	
Tyler Junior College	One Year	Option to renew for two additional one-year terms	They base the renewal on the end-user's recommendation. They have only had one response in the last few years.
Weatherford College	Five Years	Option to renew for five additional one-year terms	Total term 10 years

School Districts	Contract Term	Renewal Option	Renewal Terms
PSJA ISD	One Year	Option to renew for two additional one-year terms	Based on Board of Trustees review
Harlingen ISD	One Year	Option to renew for two additional one-year terms	Total 3 Year term
Los Fresnos ISD	One Year	Option to renew for an additional year	Option to renew if premium is +- 3-5% per prior year premium. Option to rebid if premium is greater than 5%.

Review and Action as Necessary on Award of Proposals, Purchases, Renewals, and Interlocal Agreement (Non-Bond Proceeds)

Approval of the following award of proposals, purchases, renewals, and interlocal agreement (Non-Bond Proceeds) will be requested at the May 22, 2018 Board meeting as follows:

A. ***Awards***
B. ***Instructional Item***
C. ***Non - Instructional Items***
D. ***Technology Items***
E. ***Interlocal Agreement***

A. Awards

1) Pecan Campus Rainbow Room Audio Visual Upgrade (Award)
Award the proposal for the Pecan Campus Rainbow Room audio visual upgrade to **Audio Visual Aids** (San Antonio, TX), at a total amount of $125,343.50.

Purpose – Educational Technologies is requesting the purchase and installation of audio visual equipment and materials for the Pecan Campus Rainbow Room.

Justification and Benefit – The audio visual equipment will be replacing existing, outdated equipment with newer digital signal equipment. This upgrade will support the technologies used by faculty and staff and the events held in this venue.

Background – Proposal documents were advertised on April 2, 2018 and April 9, 2018 and issued to ten (10) vendors. Two (2) responses were received on April 17, 2018 and reviewed by Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Education Technologies budget for FY 2017 – 2018.

2) Purchase of Projectors (Award)
Award the proposal for purchase of projectors to **SDF Professional Computers, Inc.** (Greenville, NC) (New), at a total amount of $61,650.00.

Purpose – Educational Technologies is requesting to purchase thirty (30) projectors to use as replacement projectors for classroom units.

Justification and Benefit – The projectors will be available as immediate replacements for projectors currently installed in classrooms, which will allow for minimal down-time for a classroom in which the installed projector has to be removed for service or is no longer under warranty.

Background – Proposal documents were advertised on April 9, 2018 and April 16, 2018 and issued to fourteen (14) vendors. Five (5) responses were received on April 24, 2018 and reviewed by Educational Technologies and the Purchasing Department.

Funds for this expenditure are budgeted in the Educational Technologies budget for FY 2017 – 2018.

3) Vehicle Maintenance and Repair Services (Award)
Award the proposal for vehicle maintenance and repair services for a period beginning May 23, 2018 through May 22, 2019 with two one-year options to renew, at an estimated amount of $60,000.00. The vendors are as following:

- **Bernal's Auto Service** (McAllen, TX)
- **Charles Clark Chevrolet, Co.** (McAllen, TX)
- **Firestone Complete Auto Care** (McAllen, TX)
- **Pan American Auto, LLC.** (McAllen, TX)
- **Stutz Auto Service, Inc.** (McAllen, TX)

Purpose – Central Receiving, Department of Public Safety, Operation and Maintenance, Police Academy, Fire Science Program, and Emergency Medical Technician Program are requesting maintenance and repair services for the College owned vehicles.

Justification and Benefit – The maintenance and repair will include vehicle preventive maintenance, general repair work, air condition system repair, towing services, state inspection, roadside service, and routine oil changes. These services will maintain College vehicles in a safe working condition for the South Texas College staff and faculty to drive throughout the district and extend the longevity of the vehicles.

Background – Proposal documents were advertised on March 26, 2018 and April 2, 2018 and issued to eleven (11) vendors. Five (5) responses were received on April 20, 2018 and reviewed by the Purchasing Department.

Funds for this expenditure are budgeted in the various department budgets for FY 2017 – 2018 and FY 2018 – 2019 pending Board approval of the budget.

B. Instructional Item

4) Books and Educational Materials (Renewal)
Renew the books and educational materials contracts for the period beginning August 27, 2018 through August 26, 2019, at an estimated amount of $400,000.00 which is based on prior year expenditures. The vendors are as follows:

a. **Barnes & Noble Booksellers, Inc.** (New York, NY)
b. **Barnes & Noble College Booksellers, LLC.** (Basking Ridge, NJ)
c. **Complete Book & Media Supply, LLC.** (Cedar Park, TX)
d. **Kamico Instructional Media, Inc.** (Salado, TX)
e. **Kaplan Early Learning Company** (Lewisville, NC)
f. **Lakeshore Learning Materials** (Carson, CA)

Purpose – The Providing Academic Support to Students (PASS) Program and Continuing, Professional, and Workforce Education are requesting the purchase of books and educational materials for qualifying students.

Justification and Benefit – The books and materials will be provided to students participating in the PASS Program lending library. The PASS Program lending library and Continuing Education will provide books to students in the Fall, Spring, and Summer semesters.

Background – The Board awarded the contracts for books and educational materials at the June 27, 2017 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins August 27, 2018 and ends August 26, 2019.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/27/17	8/27/17 – 8/26/18	2 – one year options
1st Renewal	5/22/18		8/27/18 – 8/26/19

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 Carl Perkins grant budget and other department budgets for FY 2017 - 2018 and FY 2018 - 2019 pending Board approval of the budget.

C. Non – Instructional Items

5) Chiller Solid Separator Systems (Purchase)
Purchase chiller solid separator systems from **Johnson Controls, Inc.** (Milwaukee, WI), an approved vendor thru The Interlocal Purchasing System (TIPS) purchasing cooperative, at a total amount of $71,755.76.

Purpose – Facilities Operations and Maintenance is requesting the purchase of two (2) solid separator systems to be installed on the cooling towers located at Technology and Nursing Allied Health campuses. The cooling towers located at these campuses were built without solid separator systems, and these systems are utilized to remove solids, dirt, and debris from the chilled water system.

Justification and Benefit – Installation of solid separator systems on these cooling towers will ensure that the chilled water system is free of unwanted contaminants, which can clog the chillers, and will assist in protecting and keeping the cooling towers and chillers operating more efficiently and without interruptions for a longer period of time.

Funds for this expenditure are budgeted in the Mechanical System Maintenance budget for FY 2017 – 2018.

6) District-Wide Classroom Door Locks Hardware Conversion (Purchase)
Purchase the district-wide classroom door locks hardware conversion from **Fairway Supply Inc.** (Austin, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of $188,622.55.

Purpose – Facilities Operations and Maintenance is requesting to purchase of internal door locking mechanisms, hardware, and labor to convert seven hundred eighteen (718) classroom and office doors district-wide from non-lock to push button lock, which will allow students, faculty, staff, and visitors to lock doors from inside the rooms.

Justification and Benefit – As part of one of the 2018 projects, Facilities Operations and Maintenance would like to convert all internal non-lock classroom and office doors to doors with internal push button locks. This precautionary measure will assist in increasing safety awareness and will promote a more secure environment for all at our College.

Funds for this expenditure are budgeted in the Renewals and Replacements Fund - District-Wide Classroom Door Locks Hardware budget for FY 2017 – 2018.

7) Furniture (Purchase)
Purchase furniture from the National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA), Texas Association of School Boards – Buyboard, and TIPS Purchasing Cooperative approved vendors, at a total amount of $102,895.43.

#	Vendor	Amount
A	**Allsteel, Inc./Gateway Printing & Office Supply, Inc.** (Muscatine, IA/Edinburg, TX)	$3,187.32
B	**Computer Comforts, Inc.** (Kemah, TX)	$1,446.14
C	**Cramer, LLC./Gateway Printing & Office Supply, Inc.** (Kansas City, MO/Edinburg, TX)	$578.00
D	**Datum Filing Systems, Inc./Gateway Printing & Office Supply, Inc.** (Emigsville, PA/Edinburg, TX)	$1,843.35
E	**Exemplis Corporation/Gateway Printing & Office Supply, Inc.** (Cypress, CA/Edinburg, TX)	$24,992.84
F	**The Hon Company/Gateway Printing & Office Supply, Inc.** (Muscatine, IA/Edinburg, TX)	$2,126.14
G	**Krueger International, Inc./Gateway Printing & Office Supply, Inc.** (Green Bay, WI/Edinburg, TX)	$68,721.64
	Furniture Total	$102,895.43

The purchases can be summarized as follows:

- Allsteel, Inc./Gateway Printing & Office Supply, Inc.(Muscatine, IA/Edinburg, TX)
  - ⇒ Pecan Campus
    - ➢ 6 Conference Chairs for the Advising Department

- Computer Comforts, Inc. (Kemah, TX)
  - ⇒ Nursing Allied Health Campus
    - ➢ 1 Table for the Library Information Commons

- Cramer, LLC./Gateway Printing & Office Supply, Inc. (Kansas City, MO/Edinburg, TX)
  - ⇒ Pecan Campus
    - ➢ 2 Faulty/Staff Stools for the Operations and Maintenance Department

- Datum Filing Systems, Inc./Gateway Printing & Office Supply, Inc. (Emigsville, PA/Edinburg, TX)
  - ⇒ Pecan Campus
    - ➢ 4 Storage Shelving units for the Office of the Vice President for Academic Advancement
    - ➢ 1 Storage Shelving unit for the College Success Program

- Exemplis Corporation/Gateway Printing & Office Supply, Inc. (Cypress, CA/Edinburg, TX)
  - ⇒ Pecan Campus
    - ➢ 4 Faculty/Staff Chairs for the Business Office/Cashiers Office
    - ➢ 2 Faculty/Staff Chairs for the Student Assessment Center
    - ➢ 14 Faculty/Staff Chairs for the Advising Department
    - ➢ 21 Faculty/Staff Chairs for the Operations and Maintenance Department
    - ➢ 12 Faculty/Staff Chairs for the Information Technology Department
  - ⇒ Starr County Campus
    - ➢ 1 Faculty/Staff Chairs for the Student Activities & Wellness Department

- The Hon Company/Gateway Printing & Office Supply, Inc. (Muscatine, IA/Edinburg, TX)
  - ⇒ Nursing Allied Health Campus
    - ➢ 3 Faculty/Staff Vertical Files for the Associate Degree Nursing Program
  - ⇒ Pecan Campus
    - ➢ 6 Faculty/Staff Bookcases for the Operations & Maintenance Department

- Krueger International, Inc./Gateway Printing & Office Supply, Inc. (Green Bay, WI/Edinburg, TX)
  - ⇒ Pecan Campus
    - ➢ 1 Faculty/Staff Desk for the Dual 2 Degree Program
    - ➢ 2 Faculty/Staff Desks for the Student Assessment Center
    - ➢ 11 Tables and 4 Chairs for the Continuing Education Department
    - ➢ 8 Bench Seating for the Lobby Area at Pecan Campus Building M
    - ➢ 9 Chairs and 1 Table for the Developmental Math Program
    - ➢ 4 Chairs and 1 Table for the History Program
    - ➢ 6 Faculty/Staff Desks and 14 Chairs for the Operations & Maintenance Department
    - ➢ 12 Faculty/Staff Chairs for the Information Technology Department

⇒ Starr County Campus
- 2 Chairs for the Student Activities & Wellness Department

⇒ Technology Campus
- 10 Tables and 20 Chairs for the Student Activities & Wellness Department
- 1 Faculty/Staff Desk for the Advanced Manufacturing Technology Program

Fund for these expenditures are budgeted in the requesting department budgets for FY 2017 - 2018 as follows: Advanced Manufacturing Technology, Advising, Associate Degree Nursing, Cashiers Office, College Success, CPWE – Carryover, Developmental Math, Dual2Degree, Equipment-New Faculty/Programs, History, Information Technology, Library Information Commons, New Furniture, Operations & Maintenance, Operations & Maintenance, and Student Assessment Center.

8) Library Serials (Renewal)
Renew the library serials contract with **EBSCO Information Services** (Birmingham, AL) for the period beginning September 1, 2018 through August 31, 2019, at a total amount of $85,850.00, which is based on prior year expenditures.

Purpose – Library Services is requesting library serials for all the libraries district wide.

Justification and Benefits – The two hundred fifty-one (251) serials which include magazines, journals, and newspapers will be used by the libraries district-wide to support the instructional programs and other needs of South Texas College students, faculty, staff, and patrons.

Background – The Board awarded the contract for library serials at the July 26, 2016 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins September 1, 2018 and ends August 31, 2019.

Award	Board Meeting Date	Original Term	Renewal Term
Original	7/26/16	9/1/16– 8/31/17	2 – one year options
1st Renewal	6/27/17		9/1/17 – 8/31/18
2nd Renewal	5/22/18		9/1/18 – 8/31/19

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

Funds for this expenditure are budgeted in the Library Acquisition budget for FY 2018 - 2019 pending Board approval of the budget.

9) Merchant Services (Renewal)
Renew the merchant services (credit card processing) contract with **BBVA Compass** (McAllen, TX), for the period beginning September 1, 2018 through August 31, 2019, at an estimated annual amount of $350,000.00, which is based on projected transactions.

Purpose – The Business Office has requested to renew the contract for merchant services which will permit students, faculty, staff, and the general public to pay for tuition and fees and other services provided by South Texas College with credit or debit cards.

Justification and Benefit – The merchant services are needed to maximize efficiencies and improve customer service by providing a method for processing credit or debit card payments by students, faculty, staff, and the general public for various services or purchases at South Texas College.

Background – The Board awarded the contract for merchant services at the October 28, 2014 Board of Trustees meeting for two years with three one-year annual renewals. The merchant discount rate is 1.740%. The last renewal period begins September 1, 2018 and ends August 31, 2019.

Award	Board Meeting Date	Original Term	Renewal Term
Original	10/28/14	9/1/14 - 8/31/16	3 – one year options
1st Renewal	8/23/16		9/1/16 – 8/31/17
2nd Renewal	4/27/17		9/1/17 – 8/31/18
3rd Renewal	5/22/18		9/1/18 – 8/31/19

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

Funds for this expenditure are budgeted in the Business Office-Credit Card Charges budget for FY 2018 - 2019 pending Board approval of the budget.

10)Online Real Estate Courses (Renewal)
Renew the contract for online real estate courses contract with **OnCourse Learning** (Atlanta, GA), for the period beginning September 1, 2018 through August 31, 2019, at an estimated cost of $60.00 to $130.00 per class. There are no start-up or implementation charges, no deposits are required, and no minimum order or any initial inventory to purchase or carry.

Purpose – Continuing Professional and Workforce Education is requesting online real estate courses for the South Texas College community.

Justification – The online real estate courses will be online, non-credit, instructor-facilitated courses that lead to certification as realtors. The courses will include some of the following: law of contracts, contract forms, real estate appraisals, law of agency, and the exam prep.

Background – The Board awarded the contract for online real estate courses at the June 28, 2016 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins September 1, 2018 and ends August 31, 2019.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/28/16	9/1/16– 8/31/17	2 – one year options
1st Renewal	6/27/17		9/1/17 – 8/31/18
2nd Renewal	5/22/18		9/1/18 – 8/31/19

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

Funds for this expenditure are budgeted in the Continuing Professional and Workforce Education budget for FY 2018 - 2019 pending Board approval of the budget.

11)Timekeeping System Maintenance (Renewal)
Renew the timekeeping system maintenance contract with **TimeClock Plus by Data Management, Inc.** (San Angelo, TX), a National Intergovernmental Purchasing Alliance (NIPA) approved vendor, for the period beginning September 1, 2018 through August 31, 2019, at a total amount of $41,223.33.

Purpose – The Business Office is request to renew the maintenance for the timekeeping system software and time clocks that are used by staff and students through the College district. The Business Office has completed the FY 2018 payment and wishes to proceed with the FY 2019 payment to prevent services and support from being discontinued on September 1, 2018.

Justification and Benefit – The maintenance will provide technical support for the sixty-two (62) existing clocks that are used in association with the timekeeping system, which will include replacement clocks as needed. It will also include software support and upgrades for the existing two-thousand five hundred (2,500) employee licenses.

Funds for this expenditures are budgeted in the Business Office budget for FY 2017 – 2018 and FY 2018 – 2019 pending Board approval of the budget.

D. Technology Items

12)Computers, Laptops, Scanners, and Printers (Purchase)
Purchase of computers, laptops, scanners, and printers from the State of Texas Department of Information Resources (DIR) approved vendors, **Dell Marketing, LP**. (Dallas, TX), **Apple, Inc.** (Dallas, TX), and **CRC Computer Repair Center** (McAllen, TX) and **CDW Government** (Vernon Hills, IL) a National Joint Powers Alliance (NJPA) approved vendor, at a total amount of $115,518.44.

All purchase requests for computers, laptops, scanners, and printers have been evaluated by the Information Technology and the Chief Information Officer. Information Technology does not have refurbished systems available for new hires. Instructional and/or business needs 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
  ⇒ 15 Computers for Business Office
  ⇒ 6 Computers for Educational Technologies
  ⇒ 1 Computer for English Program
  ⇒ 3 Computers for Student Financial Services

- Faculty Computers
  ⇒ 2 Computers for English Program

- Staff Laptops
  ⇒ 12 Laptops for Educational Technologies
  ⇒ 1 Laptop for Office of Chief Information Security Officer

- Faculty Laptops
  ⇒ 1 Laptop for Social Work Program

- Student Laptops
  ⇒ 21 Laptops for Office of Industry Training & Economic Development
  ⇒ 6 Laptops for Criminal Justice Program
  ⇒ 6 Laptops for Sociology Program

- Student Scanners
  ⇒ 11 Scanners for Learning Commons Open Labs

- Student Printers
  ⇒ 18 Printers for Learning Commons Open Labs

Funds for these expenditures are budgeted in the requesting department budgets for FY 2017 - 2018 as follows: Business Office, Educational Technologies, English, Student Financial Services, Office of Industry Training & Economic Development, Social Work, Criminal Justice, Sociology, Office of Chief Information Security Officer, and Learning Commons Open Labs.

E. Interlocal Agreement

13)Texas State Initiative Assessment (TSIA) Content Training (Interlocal Agreement)
Enter into an interlocal agreement with **McAllen Independent School District** (McAllen, TX) for a Math Texas State Initiative (TSI) Bootcamp, for the period beginning June 4, 2018 and ending June 7, 2018. No expenditure is associated with this agreement.

Purpose – McAllen ISD students are interested in enrolling in Teaching Academy but must be TSIA cleared in all areas. Prospective South Texas College students are ineligible to enroll in Teaching Academy because they have not passed the TSIA in math.

Justification and Benefit – A core value of South Texas College is access and opportunity (South Texas College, Vision Statement, Comprehensive Operational Plan). Its Guiding Principles state, "South Texas College shares collective responsibility for student learning, student success, and regional prosperity." Thus, increasing the number of McAllen ISD students who are successful in math would reduce the number of students requiring developmental coursework and would increase the number of students being eligible for college and university enrollment.

Background – The Centers for Learning Excellence routinely provide workshops on the math, writing, and reading content sections of the TSIA for South Texas College students enrolled in developmental education courses and for prospective South Texas College students attempting the TSIA. After presenting at the 13th Annual Summit on College and Career Readiness on "Quick Tips for Improving Reading and Writing TSIA Success," presenters were approached on presenting material on passing the math section of TSIA by McAllen ISD.

Recommendation:

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 22, 2018 Board meeting the award of proposals, purchases, renewals, and interlocal agreement (Non-Bond Proceeds) as listed below:

A. ***Awards***
B. ***Instructional Item***
C. ***Non - Instructional Items***
D. ***Technology Items***
E. ***Interlocal Agreement***

A. Award

1) **Pecan Campus Rainbow Room Audio Visual Upgrades (Award):** award the proposal for the Pecan Campus Rainbow Room audio visual upgrade to **Audio Visual Aids** (San Antonio, TX), at a total amount of $125,343.50;
2) **Purchase of Projectors (Award):** award the proposal purchase of projectors to **SDF Professional Computers, Inc.** (Greenville, NC) (New), at a total amount of $61,650.00;
3) **Vehicle Maintenance and Repair Services (Award):** award the proposal for vehicle maintenance and repair services for the period beginning May 23, 2018 through May 22, 2019 with two one-year options to renew, at an estimated amount of $60,000.00. The vendors are as follows:

   - **Bernal's Auto Service** (McAllen, TX)
   - **Charles Clark Chevrolet, Co.** (McAllen, TX)

- **Firestone Complete Auto, LLC.** (McAllen, TX)
- **Pan American Auto, LLC.** (McAllen, TX)
- **Stutz Auto Service, Inc.** (McAllen, TX)

B. Instructional Item

4) **Books and Educational Materials (Renewal):** renew the books and educational materials contracts for the period beginning August 27, 2018 through August 26, 2019, at an estimated amount of $400,000.00, which is based on prior year expenditures. The vendors are as follows:

a. **Barnes & Noble Booksellers, Inc.** (New York, NY)
b. **Barnes & Noble College Booksellers, LLC.** (Basking Ridge, NJ)
c. **Complete Book & Media Supply, LLC.** (Cedar Park, TX)
d. **Kamico Instructional Media, Inc.** (Salado, TX)
e. **Kaplan Early Learning Company** (Lewisville, NC)
f. **Lakeshore Learning Materials** (Carson, CA)

C. Non – Instructional Items

5) **Chiller Solid Separator Systems (Purchase):** purchase chiller solid separator systems from **Johnson Controls, Inc.** (Milwaukee, WI), an approved vendor thru The Interlocal Purchasing System (TIPS) purchasing cooperative, at a total amount of $71,755.76;

6) **District-Wide Classroom Door Locks Hardware Conversion (Purchase):** purchase the district-wide classroom door locks hardware conversion from **Fairway Supply, Inc.** (Austin, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of $188,622.55;

7) **Furniture (Purchase):** purchase furniture from the National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA), Texas Association of School Boards – Buyboard, and TIPS Purchasing Cooperative approved vendors, at a total amount of $102,895.43.

#	Vendor	Amount
A	**Allsteel, Inc./Gateway Printing & Office Supply, Inc.** (Muscatine, IA/Edinburg, TX)	$3,187.32
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E	**Exemplis Corporation/Gateway Printing & Office Supply, Inc.** (Cypress, CA/Edinburg, TX)	$24,992.84
F	**The Hon Company/Gateway Printing & Office Supply, Inc.** (Muscatine, IA/Edinburg, TX)	$2,126.14
G	**Krueger International, Inc./Gateway Printing & Office Supply, Inc.** (Green Bay, WI/Edinburg, TX)	$68,721.64
	Furniture Total	$102,895.43

8) **Library Serials (Renewal):** renew the library serials contract with **EBSCO Information Services** (Birmingham, AL) for the period beginning September 1, 2018 through August 31, 2019, at a total amount of $85,850.00, which is based on prior year expenditures;
9) **Merchant Services (Renewal):** renew the merchant services (credit card processing) contract with **BBVA Compass** (McAllen, TX), for the period beginning September 1, 2018 through August 31, 2019, at an estimated annual amount of $350,000.00, which is based on projected transactions;
10) **Online Real Estate Courses (Renewal):** renew the online real estate courses contract with **OnCourse Learning** (Atlanta, GA), for the period beginning September 1, 2018 through August 31, 2019, at an estimated cost of $60.00 to $130.00 per class. There are no start-up or implementation charges, no deposits are required, and no minimum order or any initial inventory to purchase or carry;
11) **Time Keeping System Maintenance (Renewal):** renew the timekeeping system maintenance contract with **TimeClock Plus by Data Management, Inc.** (San Angelo, TX), a National Intergovernmental Purchasing Alliance (NIPA) approved vendor, for the period beginning September 1, 2018 through August 31, 2019, at a total amount of $41,223.33;

D. Technology

12) **Computers, Laptops, Scanners, and Printers (Purchase):** purchase of computers, laptops, scanners, and printers from the State of Texas Department of Information Resources (DIR) approved vendors, **Dell Marketing, LP**. (Dallas, TX), **Apple, Inc.** (Dallas, TX), and **CRC Computer Repair Center** (McAllen, TX) and **CDW Government** (Vernon Hills, IL) a National Joint Powers Alliance (NJPA) approved vendor, at a total amount of $115,518.44;

E. Interlocal Agreement

13) **Texas State Initiative Assessment (TSIA) Content Training (Interlocal Agreement):** enter into an interlocal agreement with **McAllen Independent School District** (McAllen, TX) for a Math Texas State Initiative (TSI) Bootcamp, for the period beginning June 4, 2018 and ending June 7, 2018. No expenditure is associated with this agreement.

Recommend Action - The total for all award of proposals, purchases, renewals, and interlocal agreement (Non-Bond Proceeds) is $1,628,113.46.

SOUTH TEXAS COLLEGE
1. PECAN CAMPUS RAINBOW ROOM AUDIO VISUAL UPGRADE
PROJECT NO. 17-18-1037

VENDOR			Audio Visual Aids	Level 3 Audio Visual
ADDRESS			2903 N Flores St	955 E Javelina Ave Ste B106
CITY/STATE/ZIP			San Antonio, TX 78212	Mesa, AZ 85204
PHONE			800-422-1282	480-892-1071
FAX			800-854-8140	480-892-5295
CONTACT			Ernest Mendez	Maria Cody
#	**Qty**	**Description**	**Proposed**	**Proposed**
1	1	Pecan Campus Rainbow Room Audiovisual Upgrade	$ 125,343.50	$ 174,670.56
TOTAL PROPOSAL AMOUNT			$ 125,343.50	$ 174,670.56
TOTAL EVALUATION POINTS			94.99	80.06
RANKING			1	2

SOUTH TEXAS COLLEGE
1. PECAN CAMPUS RAINBOW ROOM AUDIO VISUAL UPGRADE
PROJECT NO. 17-18-1037

VENDOR		Audio Visual Aids		Level 3 Audio Visual	
ADDRESS		2903 N Flores St		955 E Javelina Ave Ste B106	
CITY/STATE/ZIP		San Antonio, TX 78212		Mesa, AZ 85204	
PHONE		800-422-1282		480-892-1071	
FAX		800-854-8140		480-892-5295	
CONTACT		Ernest Mendez		Maria Cody	
1	The purchase price. (up to 45 points)	45	45	32.4	32.4
		45		32.4	
		45		32.4	
2	The reputation of the vendor's and the vendor's goods or services. (up to 15 points)	14	13.33	14	13.33
		14		13	
		13		13	
3	The quality of the vendor's goods or services. (up to 16 points)	15	14.33	14	14.33
		14		14	
		15		15	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 20 points)	19	18.33	19	18
		16		15	
		20		20	
5	The vendor's past relationship with the College. (up to 3 points)	3	3	2	2
		3		2	
		3		2	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	1	1	0	0
		1		0	
		1		0	
TOTAL EVALUATION POINTS		94.99		80.06	
RANKING		1		2	

SOUTH TEXAS COLLEGE
2. PURCHASE OF PROJECTORS
PROJECT NO. 17-18-1038

NAME			Adorama, Inc.		Audio Visual Aids		Aves Audio Visual Systems, Inc.		Howard Technology Solutions /A Division of Howard Industries, Inc.		SDF Professional Computers, Inc.	
ADDRESS			42 W 18th St		2903 N Flores St		12502 Exchange Dr Ste 400		36 Howard Dr		813 S Evans St	
CITY/STATE/ZIP			New York, NY 10011		San Antonio, TX 78212		Stafford, TX 77477		Ellisville, MS 39437		Greenville, NC 27834	
PHONE			212-741-0401		800-422-1282		281-295-1300		601-425-3181		800-756-4727	
FAX			646-758-8558		800-854-8140		281-295-1310		601-399-5077		252-752-8109	
CONTACT			Caroline Brzuszek		Ernest Mendez		Russell Robbins		Edaina Pickering		Shiu Ajmera	
#	**Qty**	**Description**	**Unit Price**	**Extension**	**Unit Price**	**Extension**	**Unit Price**	**Extension**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
1	30	NEC Projector P/N NP-P502HL-2	$ 2,634.25	$ 79,027.50	$ 2,329.00	$ 69,870.00	$ 2,423.39	$ 72,701.70	$ 2,319.00	$ 69,570.00	$ 2,055.00	$ 61,650.00
2	30	Shipping/Handling	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL AMOUNT PROPOSED			$ 79,027.50		$ 69,870.00		$ 72,701.70		$ 69,570.00		$ 61,650.00	
TOTAL EVALUATION POINTS			84.32		91.32		89.16		89.83		95.66	
RANKING			5		2		4		3		1	

SOUTH TEXAS COLLEGE
2. PURCHASE OF PROJECTORS
PROJECT NO. 17-18-1038
EVALUATION SUMMARY

	VENDOR	Adorama, Inc.		Audio Visual Aids		Aves Audio Visual Systems, Inc.		Howard Technology Solutions /A Division of Howard Industries, Inc.		SDF Professional Computers, Inc.	
	ADDRESS	42 W 18th St		2903 N. Flores St		12502 Exchange Dr Ste 400		36 Howard Dr		813 S Evans St	
	CITY/STATE/ZIP	New York, NY 10011		San Antonio, TX 78212		Stafford, TX 77477		Ellisville, MS 39437		Greenville, NC 27834	
	PHONE	212-741-0401		800-422-1282		281-295-1300		601-425-3181		800-756-4727	
	FAX	646-758-8558		800-854-8140		281-295-1310		601-399-5077		252-752-8109	
	CONTACT	Caroline Brzuszek		Ernest Mendez		Russell Robbins		Edaina Pickering		Shiu Ajmera	
1	The purchase price. (up to 50 points)	39	39	44	44	42.5	42.5	44.5	44.5	50	50
		39		44		42.5		44.5		50	
		39		44		42.5		44.5		50	
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	9	7.66	9	8.66	9	9	9	8	9	8
		7		9		9		8		7	
		7		8		9		7		8	
3	The quality of the vendor's goods or services. (up to 18 points)	18	17.33	18	17.33	18	17.33	18	17	18	17.33
		17		17		17		17		17	
		17		17		17		16		17	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 18 points)	18	17.33	18	17.33	18	17.33	18	17.33	18	17.33
		17		17		17		17		17	
		17		17		17		17		17	
5	The vendor's past relationship with the College. (up to 3 points)	3	3	3	3	3	3	3	3	2	2
		3		3		3		3		2	
		3		3		3		3		2	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	1	1	0	0	0	0	1	1
		0		1		0		0		1	
		0		1		0		0		1	
TOTAL EVALUATION POINTS		84.32		91.32		89.16		89.83		95.66	
RANKING		5		2		4		3		1	

SOUTH TEXAS COLLEGE
3. VEHICLE MAINTENANCE AND REPAIR SERVICES
PROJECT NO. 17-18-1034

	VENDOR	Bernal's Auto Service	Charles Clark Chevrolet, Co.	Firestone Complete Auto Care	Pan American Auto, LLC.	Stutz Auto Service, Inc.
	ADDRESS	2200 Newport St	801 W Hwy Business 83	4111 N 23rd St	1001 E Whitewing Ave Ste C	2408 W Pecan Blvd
	CITY/STATE/ZIP	McAllen, TX 78501	McAllen, TX 78501	McAllen, TX 78504	McAllen, TX 78501	McAllen, TX 78501
	PHONE	956-687-6323	956-686-5441	956-682-1502	956-322-3194	956-682-4278
	CONTACT	Luis M. Bernal	Kirk Allen Clark	Juanita Banda	Omar F Molina	V.C. Stutz III
#	**Description**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
Preventive Maintenance						
1	Cargo Vans, Standard Pick up, Cars	$160.00/Vehicle		$69.99/Vehicle Oil Changes		$64.95
2	Full Size SUV, Medium SUV	$160.00/Vehicle		$49.99/Vehicle Oil Changes		$64.95
3	Cargo, Pickups, Full-size & Medium size Vehicle		$105.00/Vehicle/Hour			
4	Passenger Buses & Heavy Duty Vehicles		$125.00/Vehicle/Hour			
5	GMC Cargo Truck					$400.00
6	Peterbilt Model 386 Truck					$450.00
7	2017 & 2018 Tahoe PPV, 2018 GMC Yukon SLE					$79.95
8	Passenger Cars			$49.99/Vehicle Oil Changes		
9	Sub-Compact 4 quarts of oil				$32.61/Vehicle	
10	Compact 5 quarts of oil				$34.09/Vehicle	
11	Mid Size 6 quarts of oil				$35.57/Vehicle	
12	Trucks 7quarts of oil				$37.05/Vehicle	
13	SUV 8 quarts of oil				$38.53/Vehicle	
14	SUV 0w20 8 quarts of synthetic oil				$68.69/Vehicle	
Repair Work						
15	Labor for general repair work	$45.00/Hour	$105.00/Hour	$110.00/Hour	$65.00/Hour	$95.00/Hr.
16	A/C System Repair	$60.00/Hour				
17	Medium Duty Vehicles & Buses		$125.00/Hour			
18	Parts Discount off currently published list price	0%	15%	10%	0%	5%
Other Services						
19	Tow Truck Services				$75.00 Anywhere in the RGV	$75.00- McAllen $150.00- Rio Grande City $100.00- Weslaco
20	Texas State Vehicle Inspection		$7.00	$7.00	$7.00 $40.00 Commercial	$7.00
21	Emergency Roadside Service	$80.00 Service Fee to Drive to location			$35.00 Trip Fee will be added to get to the location. The $65.00 rate remains the same.	$50.00-McAllen plus needed services; $100.00 -Rio Grande City plus needed services; $75.00 -Weslaco plus needed services
Price Escalation						
22	2nd Year	5%	3%	5%	0%	5%
23	3rd Year	5%	6%	10%	0%	5%

SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3200 W Pecan Blvd., McAllen TX 78501

t (956) 872-4681
f (956) 872-4688

P.O Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

April 2, 2018

Barnes & Noble Booksellers, Inc.
Attn: Tracy Vidakovich
122 Fifth Avenue
New York, NY 10011

Dear Ms. Vidakovich:

On June 27, 2017, South Texas College awarded a contract to Barnes & Noble Booksellers, Inc. for Books and Educational Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from August 27, 2018 through August 26, 2019.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 26, 2019 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Tracy Vidakovich

Name Printed: Tracy Vidakovich

Date: 04/18/18

SOUTH TEXAS COLLEGE

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www.SouthTexasCollege.edu

April 2, 2018

Barnes & Noble College Booksellers, LLC.
Attn: Kim Otte
120 Mountain View Blvd.
Basking Ridge, NJ 07920

Dear Ms. Otte:

On June 27, 2017, South Texas College awarded a contract to Barnes & Noble College Booksellers, LLC. for Books and Educational Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from August 27, 2018 through August 26, 2019.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 26, 2019 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Kimberly Otte

Name Printed: KIMBERLY OTTE

Date: 16 April 2018

SOUTH TEXAS COLLEGE

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www.SouthTexasCollege.edu

April 2, 2018

Complete Book & Media Supply, LLC.
Attn: Mr. Kendall Montiegel
1200 Toro Grande Dr
Cedar Park, TX 78613

Dear Mr. Montiegel:

On June 27, 2017, South Texas College awarded a contract to Complete Book & Media Supply, LLC. for Books and Educational Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from August 27, 2018 through August 26, 2019.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 26, 2019 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: Kendall Montiegel

Date: 04/16/18

SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3200 W. Pecan Blvd., McAllen TX 78501

t (956) 872-4681
f (956) 872-4688

P.O Box 9701, McAllen, TX 78502 9701
www.SouthTexasCollege.edu

April 2, 2018

Kamico Instructional Media, Inc.
Attn: Ms. Kathy Michael
P O Box 1143
Salado, TX 76571

Dear Ms. Michael:

On June 27, 2017, South Texas College awarded a contract to Kamico Instructional Media, Inc. for Books and Educational Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from August 27, 2018 through August 26, 2019.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 26, 2019 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Kathy Michael

Name Printed: Kathy Michael, President & CEO

Date: 4/16/2018

emailed 4/13/18

4e

SOUTH TEXAS COLLEGE

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April 2, 2018

Kaplan Early Learning Company
Attn: Ms. Kate Shelton
1310 Lewisville-Clemmons Rd
Lewisville, NC 27023

Dear Ms. Shelton:

On June 27, 2017, South Texas College awarded a contract to Kaplan Early Learning Company for Books and Educational Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from August 27, 2018 through August 26, 2019.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 26, 2019 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Kate Shelton

Name Printed: KATE SHELTON

Date: 4/13/18

SOUTH TEXAS COLLEGE

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www.SouthTexasCollege.edu

April 2, 2018

Lakeshore Learning Materials
Attn: Ms. ~~Amanda Henderson~~ Allyson Walker
2695 East Dominguez Street
Carson, CA 90895

Dear Ms. ~~Henderson:~~ Walker

On June 27, 2017, South Texas College awarded a contract to Lakeshore Learning Materials for Books and Educational Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from August 27, 2018 through August 26, 2019.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 26, 2019 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: Allyson Walker

Date: 4/17/2018

SOUTH TEXAS COLLEGE
5. CHILLER SOLID SEPARATOR SYSTEMS

NAME			Johnson Controls, Inc.	
ADDRESS			5757 N Green Bay Ave	
CITY/STATE/ZIP			Milwaukee, WI 53202	
PHONE			361-289-9675	
CONTACT			Adalberto Cavazos	
#	**Qty**	**Description**	**Unit Price**	**Extension**
1	1	Technology Campus - Cooling Tower Centrifugal Solid Separator and Installation	$34,449.27	$34,449.27
2	1	Nursing and Allied Health Campus - Cooling Tower Centrifugal Solid Separator and Installation	$37,306.49	$37,306.49
TOTAL AMOUNT			$	71,755.76

SOUTH TEXAS COLLEGE
6. DISTRICT-WIDE CLASSROOM DOOR LOCKS HARDWARE CONVERSION

NAME			Fairway Supply Inc.	
ADDRESS			8814 Shoal Creek Blvd	
CITY/STATE/ZIP			Austin, TX	
PHONE			512-452-6300	
CONTACT			Johnny Perez	
#	**Qty**	**Description**	**Unit Price**	**Extension**
Pecan Campus				
1	100	Entry Lockset LFIC Schlage	$ 192.00	$ 19,200.00
2	135	Entry LFIC Rhodes 2-3/4 ASA	$ 192.00	$ 25,920.00
3	8	Deadbolt LFIC Less Core with ASA Deadbolt Strip	$ 42.00	$ 336.00
4	8	IC Core 23-030-C-626	$ 25.25	$ 202.00
5	3	IC Rim Housing Full Size	$ 20.65	$ 61.95
6	2	Primus Core	$ 69.50	$ 139.00
7	1	Cylinder Dogging Rim Device w/386NL Trim RHR	$ 1,038.00	$ 1,038.00
8	2	Double Cylinder Fire Rated Rim Exit Device LHR	$ 1,166.00	$ 2,332.00
9	26	Cylinder Dog Kit 33/35/98/99 Cylinder Dogging Kit 3'	$ 47.00	$ 1,222.00
10	5	NL Drive Screw-Pkg of 10	$ 9.90	$ 49.50
11	27	Mort Thumbturn 1 1/4	$ 9.90	$ 267.30
12	16	Pull Plates 4'X16'	$ 23.25	$ 372.00
13	1	Labor/Install	$ 17,335.00	$ 17,335.00
Technology Campus				
14	23	LFIC Entrance/Office Function Mortise Lock	$ 302.00	$ 6,946.00
15	25	LFIC Entrance/Office Function Mortise Lock	$ 302.00	$ 7,550.00
16	62	Entry Lockset LFIC ND53JD-SPA-626 Schlage	$ 192.00	$ 11,904.00
17	1	Entry LFIC Rhodes 2-3/4 ASA	$ 192.00	$ 192.00
18	2	ND Door Spacer for 1-3/8" Door	$ 27.00	$ 54.00
19	2	Deadbolt LFIC Less Core with ASA Deadbolt Strip	$ 42.00	$ 84.00
20	2	IC Core 23-030-C-626	$ 25.25	$ 50.50

SOUTH TEXAS COLLEGE
6. DISTRICT-WIDE CLASSROOM DOOR LOCKS HARDWARE CONVERSION

NAME			Fairway Supply Inc.	
#	**Qty**	**Description**	**Unit Price**	**Extension**
21	7	TTURN 1 1/8 AR CAM	$ 9.90	$ 69.30
22	4	Pull Plates 4'X16'	$ 23.25	$ 93.00
23	1	Labor/Install	$ 13,335.00	$ 13,335.00
Nursing and Allied Health Campus				
24	65	Entry LFIC Rhodes 2-3/4 ASA	$ 192.00	$ 12,480.00
25	1	Labor/Install	$ 4,315.00	$ 4,315.00
Mid-Valley Campus				
26	4	LFIC Entrance/Office Function Mortise Lock	$ 302.00	$ 1,208.00
27	9	LFIC Entrance/Office Function Mortise Lock	$ 302.00	$ 2,718.00
28	104	Entry Lockset LFIC ND53JD-SPA-626 Schlage	$ 192.00	$ 19,968.00
29	3	Entry Lockset LFIC ND53JD-SPA-626 Schlage w/2-3/8" Deadla	$ 192.00	$ 576.00
30	5	Entry LFIC Rhodes 2-3/4 ASA	$ 192.00	$ 960.00
31	6	ND Door Spacer for 1-3/8" Door	$ 27.00	$ 162.00
32	8	Deadbolt LFIC Less Core with ASA Deadbolt Strip	$ 42.00	$ 336.00
33	8	IC Core 23-030-C-626	$ 25.25	$ 202.00
34	6	Cylinder Dog Kit 33/35/98/99 Cylinder Dogging Kit 3'	$ 47.00	$ 282.00
35	2	NL Drive Screw-Pkg of 10	$ 9.90	$ 19.80
36	6	Mort Thumbturn 1 1/4	$ 9.90	$ 59.40
37	4	Primus Core	$ 69.50	$ 278.00
38	16	Pull Plates 4'X16'	$ 23.25	$ 372.00
39	1	Labor/Install	$ 11,815.00	$ 11,815.00
Starr County Campus				
40	1	LFIC Entrance/Office Function Mortise Lock	$ 302.00	$ 302.00
41	1	LFIC Entrance/Office Function Mortise Lock	$ 302.00	$ 302.00
42	2	Entry Lockset LFIC ND53JD-SPA-626 Schlage	$ 192.00	$ 384.00
43	88	Entry LFIC Rhodes 2-3/4 ASA	$ 192.00	$ 16,896.00

SOUTH TEXAS COLLEGE
6. DISTRICT-WIDE CLASSROOM DOOR LOCKS HARDWARE CONVERSION

		NAME	Fairway Supply Inc.	
#	**Qty**	**Description**	**Unit Price**	**Extension**
44	1	Cylinder Dog Kit 33/35/98/99 Cylinder Dogging Kit 3'	$ 47.00	$ 47.00
45	1	NL Drive Screw-Pkg of 10	$ 9.90	$ 9.90
46	1	Mort Thumbturn 1 1/4	$ 9.90	$ 9.90
47	4	Primus Core	$ 69.50	$ 278.00
48	1	Labor/Install	$ 5,890.00	$ 5,890.00
TOTAL AMOUNT			$	188,622.55

SOUTH TEXAS COLLEGE
7. DISTRICT WIDE FURNITURE REQUEST
MAY 22, 2018

#	Qty	Description	Unit Price	Extension	Requesting Department
Allsteel, Inc. / Gateway Printing & Office Supply, Inc. (National IPA/TCPN)					
1	6	SCU-UWDF Scout Upholstered Back Chair, Adj Arms	$506.22	$3,037.32	Advising Department - Nancy Garcia
					Conference Chairs needed for the Advising Department
2	1	Labor to receive, inspect, deliver, install and remove debris	$150.00	$150.00	
		Allsteel, Inc. Total		**$3,187.32**	
Computer Comforts, Inc. (Buyboard)					
1	1	BULLET-REV-TAPER7248-36-29 Bullet Shaped Team Table	$810.00	$810.00	Library Information Commons - Jesus H. Campos
	2	Cable cut-out in wood with grommet (2").	$17.82	$35.64	Table for the Library Information Commons to be
	1	Custom cutout in table top	$24.30	$24.30	used by students at the Nursing Library
	1	Solid metal plate, black powder-coated	$16.20	$16.20	
	1	Partial factory assembly	$10.00	$10.00	
	1	Shipping / Freight	$550.00	$550.00	
		Computer Comforts, Inc. Total		**$1,446.14**	
Cramer, LLC. / Gateway Printing & Office Supply, Inc. (TIPS)					
1	2	RPOH1.3.255 Cramer Rhino Plus Round Stool, No Back	$264.00	$528.00	Operations & Maintenance - George McCaleb
					Staff Stools for the Operations and Maintenance Dept
2	1	Labor to receive, inspect, deliver, install and remove debris	$50.00	$50.00	
		Cramer, LLC. Total		**$578.00**	
Datum Filing Systems, Inc. / Gateway Printing & Office Supply, Inc. (TIPS)					
1	4	2036KH Heavy Duty Trakslider Top Shelf 36Wx20D	$ 30.75	$ 123.00	Equipment-New Faculty/Programs - Anahid Petrosian Atamian
	16	2036TH Unslotted Heavy Duty Plus Shelf 36Wx20D 18G	$ 33.10	$ 529.60	Shelves will replace old shelving located at the Office
	8	7620LO Open L Upright 20Dx76 1/4H	$ 44.96	$ 359.68	of the Vice President
	16	HR20 Heavy Duty Plus Shelf Reinforcement 20"	$ 2.75	$ 44.00	
	40	HS-3611 Heavy Duty Plus Shelf Support 36"	$ 5.56	$ 222.40	
2	1	2036KH Heavy Duty Trakslider Top Shelf 36Wx20D	$ 30.75	$ 30.75	College Success - Rene R Zuniga
	4	2036TH Unslotted Heavy Duty Plus Shelf 36Wx20D 18G	$ 33.10	$ 132.40	Storage Shelving will be used to store supplies
	2	7620LO Open L Upright 20Dx76 1/4H	$ 44.96	$ 89.92	
	4	HR20 Heavy Duty Plus Shelf Reinforcement 20"	$ 2.75	$ 11.00	
	10	HS-3611 Heavy Duty Plus Shelf Support 36"	$ 5.56	$ 55.60	
3	1	Labor to receive, inspect, deliver, install and remove debris	$ 245.00	$ 245.00	
		Datum Filing Systems, Inc. Total		**$ 1,843.35**	

SOUTH TEXAS COLLEGE
7. DISTRICT WIDE FURNITURE REQUEST
MAY 22, 2018

#	Qty	Description	Unit Price	Extension	Requesting Department
Exemplis Corporation / Gateway Printing & Office Supply, Inc. (National IPA/TCPN)					
1	4	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	$437.46	$1,749.84	Business Office/Cashiers Office - Myriam Lopez
					Staff Chairs for the Cashiers Department
2	2	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	$437.46	$874.92	Student Assessment Center - Adrian Lozano
					Staff Chairs for the Assessment Center
3	1	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	$437.46	$437.46	Student Activities & Wellness - Eli Nguma
					Staff Chair for Student Activities Office in Starr County
4	14	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	$437.46	$6,124.44	Advising Department - Nancy Garcia
					Faculty/Staff Chair for the Advising Staff
5	21	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	$437.46	$9,186.66	Operations & Maintenance - George McCaleb
					Staff Charis for the Operations and Maintenance Dept
					Office in Pecan Campus
6	12	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	$437.46	$5,249.52	Information Technology - Alicia Gomez
					Staff Chairs needed for the Information Technology
					department office conversion at Pecan Bldg. M.
7	1	Labor to receive, inspect, deliver, install and remove debris	$1,370.00	$1,370.00	
		Exemplis Corporation Total		**$24,992.84**	
The Hon Company / Gateway Printing & Office Supply, Inc. (National IPA/TCPN)					
1	6	HS72ABC Brigade Bookcase 5-Shelf 12-5/8D x 34-1/2W x 71H, Black	$190.68	$1,144.08	Operations & Maintenance - George McCaleb
					Bookcases needed for the staff of Operations and Maintenance
					Department located at Pecan Campus
2	3	H314 Vertical File 4 Drawer Letter w/Lock, Black	$244.02	$732.06	Associate Degree Nursing - Christie Candelaria
					File Cabinets for Faculty and Staff Offices to store
					personnel and student files.
3	1	Labor to receive, inspect, deliver, install and remove debris	$250.00	$250.00	
		The Hon Company Total		**$2,126.14**	
Krueger International, Inc. / Gateway Printing & Office Supply Inc. (NJPA)					
1	1	7D/D3066-74P-F Desk Full Modesty Panel, 74P Edge 30x66"W	$558.72	$558.72	Dual2Dgree - Otoniel Matamoros
	1	7D/R2448-74P-F Desk, Return, Full Modesty Panel, 74P Edge, 24x48"W	$406.08	$406.08	Desk will be used by Dual2Degree Specialist at Pecan Bldg K

SOUTH TEXAS COLLEGE
7. DISTRICT WIDE FURNITURE REQUEST
MAY 22, 2018

#	Qty	Description	Unit Price	Extension	Requesting Department
	1	S7P/1530WBBF Files Supporting Ped-Box/Box/File - 30" Nominal Depth	$408.00	$408.00	
	1	S7P/1524WFF Files Supporting Ped-File/File 24" Nominal Depth	$353.76	$353.76	
2	1	7D/D3066-74P-F Desk Full Modesty Panel, 74P Edge 30x66"W	$558.72	$558.72	Student Assessment Center - Adrian Lozano
	1	S7P/1530WBBF Files Supporting Ped-Box/Box/File - 30" Nominal Depth	$408.00	$408.00	Desk for Student Assessment Staff
3	1	7D/D3066-74P-F Desk Full Modesty Panel, 74P Edge 30x66"W	$558.72	$558.72	Advanced Manufacturing Technology Program - Esmeralda Adame
	1	S7P/1530WBBF Files Supporting Ped-Box/Box/File - 30" Nominal Depth	$408.00	$408.00	Desk to be used by part time staff
4	11	RAPWAUS Rapture Four-Leg Armchair	$194.88	$2,143.68	CPWE - Carryover - Juan Carlos Aguirre
	4	MSP Maestro Stack Chair Mardi Gras Poly	$74.88	$299.52	Tables and Chairs needed for students for lobby area
5	8	TT5NAP/S4/IT1 Torsion Tandem-4 seater, 1 in-line Table	$1,032.00	$8,256.00	New Furniture - Ricardo De La Garza
					Lobby Area Seating for Pecan Building M
6	2	RAPWAUS Rapture Four-Leg Armchair,Uph Seat/Poly Back	$194.88	$389.76	Student Activities & Wellness - Eli Nguma
					Chairs needed for the Student Activities at Starr Campus Bldg H
7	10	HUN2060-74P Hurry Up Table,Flp-Tp-Nst,20x60",Rect,74P Edge	$642.24	$6,422.40	Student Activities & Wellness - Eli Nguma
	20	TGNAPB Torsion on the Go Armless Chair, Poly Back/Upholstered Seat	$320.64	$6,412.80	Tables and Chairs for Student Activities Department
					located at the Technology Campus
8	5	RAPWAUS Rapture Four-Leg Armchair	$194.88	$974.40	Developmental Math - Pablo Cortez
	1	BR35FX-74P Barron Fixed Leg, Round LX Base 74P Edge, 42" Dia	$680.64	$680.64	Tables and Chairs for Faculty/Staff Offices and Workroom
	4	MSP Maestro Stack Chair, Grass Green	$74.88	$299.52	
9	1	Barron Fixed Leg, Round, LX Base 74P Edge, 42" Dia	$680.64	$680.64	History Program - Robert Kennedy
	4	Rapture Four-Leg Armchair, Uph Seat/Poly Back	$194.88	$779.52	Table and Chairs for Faculty
10	2	7D/D3066-74P-F Desk Full Modesty Panel, 74P Edge 30x66"W	$558.72	$1,117.44	Student Assessment Center - Adrian Lozano
	2	S7P/1530WBBF Files Supporting Ped-Box/Box/File - 30" Nominal Depth	$408.00	$816.00	Desk for Student Assessment Staff
11	4	7D/D3066-74P-F Desk, Full Modesty Panel,74P Edge,30x66"W	$558.72	$2,234.88	Operations & Maintenance - George McCaleb
	4	7D/R2448-74P-F Desk, Return, Full Modesty Panel,74P Edge,24x48"W	$406.08	$1,624.32	Staff desk and chairs for the Operations and Maintenance
	4	S7P/1530WBBF Files Supporting Ped-Box/Box/File-30" Nominal	$408.00	$1,632.00	department offices located at Pecan Campus
	4	S7P/1524WFF Files Supporting Ped-File/File-24" Nominal Depth	$353.76	$1,415.04	
	2	7D/D3066-74P-F Desk, Full Modesty Panel,74P Edge,30x66"W	$558.72	$1,117.44	
	2	7D/R2448-74P-F Desk, Return, Full Modesty Panel,74P Edge,24x48"W	$406.08	$812.16	
	2	S7P/1530WBBF Files Supporting Ped-Box/Box/File-30" Nominal	$408.00	$816.00	
	2	S7P/1524WFF Files Supporting Ped-File/File-24" Nominal Depth	$353.76	$707.52	

SOUTH TEXAS COLLEGE
7. DISTRICT WIDE FURNITURE REQUEST
MAY 22, 2018

#	Qty	Description	Unit Price	Extension	Requesting Department
	14	RAPWAUS Rapture Four-Leg Armchair,Uph Seat/Poly Back	$194.88	$2,728.32	
12	4	U3W12048 Unite 120 Deg 3-Way Corner,48"H	$175.20	$700.80	Information Technology - Alicia Gomez
	20	UCANTST.L Unite Standard Cantilever Bracket,Left	$12.96	$259.20	Partitions are needed for Information Technology department
	8	UCANTST.R Unite Standard Cantilever Bracket,Right	$12.96	$103.68	office conversion at Pecan Bldg. M
	8	UEOR48 Unite End-Of-Run Condition,48"H	$26.40	$211.20	
	4	UET6PJINL Unite Inline Panel Jumper,6 Circuit,12"L	$23.04	$92.16	
	8	UET6PJINT Unite Intersection Panel Jumper,6 Circuit,15-1/2"L	$25.92	$207.36	
	2	UET6RBFU Unite Base Infeed w/Bezel,Standard Base,6 Circuit	$72.48	$144.96	
	12	UET6RRC.1 Unite 15 Amp Duplx Receptacle w/Bezel,Racewy,6 Circuit,Cir 1	$13.44	$161.28	
	12	UET6RRC.2 Unite 15 Amp Duplx Receptacle w/Bezel,Racewy,6 Circuit,Cir 2	$13.44	$161.28	
	12	Unite 15 Amp Duplx Receptacle w/Bezel,Racewy,6 Circuit,Cir 4	$13.44	$161.28	
	2	UET6WW.24 Unite Rigid Wireway,10-Wire System,6 Circuit,24"W Panel	$45.60	$91.20	
	12	UET6WW.48 Unite Rigid Wireway,10-Wire System,6 Circuit,48"W Panel	$53.28	$639.36	
	12	ULP24MBBF U-Series Mobile Pedestal,Box/Box/File,24" Nominal Depth	$190.08	$2,280.96	
	2	UMFR2448 Unite Mono Fabric Panel,Standard Base Raceway,24Wx48"H	$184.80	$369.60	
	12	UMFR4848 Unite Mono Fabric Panel,Standard Base Raceway,48Wx48"H	$285.60	$3,427.20	
	8	UPSLO2429 Unite Support Leg,Panel Mounted,Open,24x27-3/4"H	$89.28	$714.24	
	8	UPSLO2429 Unite Support Leg,Panel Mounted,Open,24x27-3/4"H	$89.28	$714.24	
	8	USPLPL Unite Splice Plate,For 24 & 30" Deep Worksurfaces	$3.36	$26.88	
	12	UWIC12024484824-74P Unite 90D End Corner Worksurface,74P Edge,	$440.16	$5,281.92	
	4	UWR2424-74P Unite Rectangular Worksurface,74P Edge,24x24"W	$96.96	$387.84	
13	1	Labor to receive, inspect, deliver, install and remove debris	$6,565.00	$6,565.00	
		Krueger International, Inc. Total		**$68,721.64**	
		Furniture Total		**$102,895.43**	

SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3200 W. Pecan Blvd., McAllen TX 78501

t (956) 872-4681
f (956) 872-4688

P.O Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

April 20, 2018

EBSCO Information Services
Attn: Mr. Ree Sherer
PO Box 2543
Birmingham, AL 35202

Dear Mr. Sherer:

On July 26, 2016, South Texas College awarded a contract to EBSCO Information Services for Library Serials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2018 through August 31, 2019.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2019 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: Ree Sherer, Sr. VP

Date: 4/24/2018

SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3200 W. Pecan Blvd., McAllen TX 78501

t (956) 872-4681
f (956) 872-4688

P.O Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

April 12, 2018

BBVA Compass
Attn: Gina Lobato
3900 N. 10th Street
McAllen, Texas 78501

Dear Ms. Lobato,

On October 28, 2014, South Texas College awarded a contract to your company for Merchant Services. The award allowed for three one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the fourth year of the contract and would like to renew for one additional one-year period. The final renewal period will be from September 1, 2018 through August 31, 2019.

We are requesting that you respond to us in writing if you accept this offer to renew. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter can be faxed back to STC at (956) 872-4688 or emailed to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2019 with no change in the terms and conditions as per the South Texas College proposal previously submitted.

Authorized Signature: _____

Name (Printed): Gina Lobato

Date: April 16, 2018

SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3200 W. Pecan Blvd., McAllen TX 78501

t (956) 872-4681
f (956) 872-4688

P.O Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

April 20, 2018

OnCourse Learning
Attn: Ms. Erin Shepard, Director
3100 Cumberland Blvd., Suite 1450
Atlanta, GA 30339

Dear Ms. Shepard:

On June 28, 2016, South Texas College awarded a contract to OnCourse Learning for Online Real Estate Courses. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2018 through August 31, 2019.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2019 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: E W Shepard

Name Printed: Erin Shepard

Date: 4-24-18

SOUTH TEXAS COLLEGE
11. TIME KEEPING SYSTEM MAINTENANCE

NAME	TimeClock Plus by Data Management, Inc.
ADDRESS	1 Time Clock Dr
CITY/STATE/ZIP	San Angelo, TX 76904
PHONE	325-223-9500
CONTACT	April Bearden

#	Qty	Description	Unit Price	Extension
1	1	Annual v7 System Maintenance Renewal Period: 9/1/17 - 8/31/18	$ 25,254.45	$ 25,254.45
2	1	Annual v7 System Maintenance Renewal Period: 9/1/18 - 8/31/19	$ 41,223.33	$ 41,223.33
TOTAL AMOUNT			$	66,477.78

SOUTH TEXAS COLLEGE
12. DISTRICT WIDE TECHNOLOGY REQUEST
MAY 22, 2018

#	Qty	Description	Unit Price	Extension	Requesting Department
COMPUTERS					
1	15	Computer 3050 MT, i5-7500 Processor, 500GB Hard Drive, 8GB Memory	$ 720.00	$ 10,800.00	Business Office Dept - Myriam Lopez
		Intel Integrated Graphics, 22in Monitor, Warranty			Replacement of out of warranty systems for staff
2	6	Computer 3050 MT, i5-7500 Processor, 500GB Hard Drive, 8GB Memory	$ 720.00	$ 4,320.00	Educational Technologies Dept - Marie Evans
		Intel Integrated Graphics, 22in Monitor, Warranty			New systems for new staff
3	3	Computer 3050 MT, i5-7500 Processor, 500GB Hard Drive, 8GB Memory	$ 720.00	$ 2,160.00	English Program - Richard Coronado
		Intel Integrated Graphics, 22in Monitor, Warranty			New systems for 2-faculty and 1-staff
4	3	Computer 3050 MT, i5-7500 Processor, 500GB Hard Drive, 8GB Memory	$ 705.00	$ 2,115.00	Student Financial Services Dept - Juan Miguel Galvan
		Intel Integrated Graphics, 22in Monitor, Warranty			New systems for new staff
		COMPUTER TOTAL		**$ 19,395.00**	
LAPTOPS					
5	21	Laptop Latitude 5480 XCTO, Intel Core i5-6300U, 256GB Hard Drive, 8GB Memory,	$ 1,070.00	$ 22,470.00	Office of Industry Training & Economic Dev Dept - Carlos Margo
		Intel Dual Band Wireless Driver, Dell Endpoint Security Suite Enterprise, Warranty			New systems for students
6	12	Laptop Latitude 5480 XCTO, Intel Core i5-7440HQ, 256GB Hard Drive, 8GB Memory,	$ 1,593.12	$ 19,117.44	Educational Technologies Dept - Marie Evans
		Intel Dual Band Wireless Driver, Absolute DDS Premium Education 5 Yr, Warranty			New systems for new staff
7	1	Laptop Latitude 5480 XCTO, Intel Core i5-6300U, 256GB Hard Drive, 8GB Memory,	$ 1,070.00	$ 1,070.00	Social Work Program - James Blair
		Intel Dual Band Wireless Driver, Dell Endpoint Security Suite Enterprise, Warranty			New system for new faculty
8	6	Laptop Latitude 5480 XCTO, Intel Core i5-6300U, 256GB Hard Drive, 8GB Memory,	$ 1,070.00	$ 6,420.00	Criminal Justice Program - James Blair
		Intel Dual Band Wireless Driver, Dell Endpoint Security Suite Enterprise, Warranty			New systems for students
9	6	Laptop Latitude 5480 XCTO, Intel Core i5-6300U, 256GB Hard Drive, 8GB Memory,	$ 1,070.00	$ 6,420.00	Sociology Program - James Blair
		Intel Dual Band Wireless Driver, Dell Endpoint Security Suite Enterprise, Warranty			New systems for students
10	1	Apple 13inch MacBook Pro, 3.1GHz Dual Core 7th Generation Intel Core i5 Processor,	$ 2,487.00	$ 2,487.00	Chief Information Security Officer - Victor Gonzalez
		16GB Memory, 512GB SSD, Power Adapter Extension Cable, Apple Care			New System for new staff
		LAPTOP TOTAL		**$ 57,984.44**	

SOUTH TEXAS COLLEGE
12. DISTRICT WIDE TECHNOLOGY REQUEST
MAY 22, 2018

COMPUTERS					
#	**Qty**	**Description**	**Unit Price**	**Extension**	**Requesting Department**
SCANNERS					
11	11	Epson WorkForce DS-6500 Color Document Scanner, 3yr Warranty	$ 849.00	$ 9,339.00	Learning Commons and Open Labs Dept - Lelia Salinas
					New systems for students district-wide
		SCANNER TOTAL		**$ 9,339.00**	
PRINTERS					
12	10	HP LaserJet Enterprise M608dn 512, 1GB Memory DIMM Kit, 3yr Warranty	$ 1,600.00	$ 16,000.00	Learning Commons and Open Labs Dept - Lelia Salinas
					New systems for students district-wide
13	8	HP LaserJet Enterprise M608dn 512, 1GB Memory DIMM Kit, 3yr Warranty	$ 1,600.00	$ 12,800.00	Learning Commons and Open Labs Dept - Lelia Salinas
					New systems for students district-wide
		PRINTER TOTAL		**$ 28,800.00**	
		COMPUTER/LAPTOP/SCANNERS/PRINTERS TOTAL		**$ 115,518.44**	

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement ("Agreement") for Training Services is entered into on _____ _____ by and between the Parties identified below. This agreement is made pursuant to chapter 791 of the Texas Government Code (the Interlocal Cooperation Act).

CONTRACTING PARTIES:

Receiving Party: **McAllen Independent School District,** a political subdivision of the State of Texas and a public school district.

Performing Party: **South Texas College**, a political subdivision of the State of Texas and an institution of higher education.

PURPOSE:
In an effort to increase the number of McAllen ISD students becoming college-ready in the area of math, a 4-day math bootcamp will offer math content and college enrichment activities to both introduce public school students and faculty to South Texas College, introduce public schools students and faculty to community college culture, and to help students successfully complete math on the Texas Success Initiative Assessment, rendering them college-ready in math. Please see attachment with details on training specifics.

SERVICES TO BE PERFORMED:

Performing Party will perform the following services ("Services"):

The Centers for Learning Excellence, along with South Texas College faculty and staff, will offer math content, using high-engagement practices; conduct community college-campus building activities, and test strategy instruction. McAllen ISD students will take the math section of the TSIA on the last day.

DUTIES OF PARTIES:

Duties of the Performing Party include the following ("Duties"):

The Centers for Learning Excellence, along with faculty and staff, will provide curriculum and enrichment activities for four days from 9:00 a.m. until 1:00 p.m., as well as administration of the TSIA. Student Activities and Support Services will be providing lunch and a team-building activity on the final day before testing.

Duties of the Receiving Party include the following ("Duties"):

McAllen ISD will identify 60 students and provide bus transportation and snacks for all four days of the bootcamp. A sack lunch will be provided the first 3 days of the bootcamp. Since the camp begins at 9:00 a.m. each day, breakfast will not be provided..

WARRANTIES:

Receiving Party warrants that (1) the services are necessary and authorized for activities that are properly within its statutory functions and programs; (2) it has the authority to contract for the services under Chapter 791 of the *Texas Government Code*; (3) it has all necessary power and has received all necessary approvals to execute and deliver this Agreement, and (4) the representative signing this Agreement on its behalf is authorized by its governing body to sign this Agreement.

Performing Party warrants that (1) it has legal authority to perform the services under authority granted in Chapter 791 of the *Texas Government Code*; (2) it has all necessary power and has received all necessary approvals to execute and deliver this Agreement; and (3) the representative signing this Agreement on its behalf is authorized by its governing body to sign this Agreement.

TERM:

The term of this Agreement shall begin on June 4, 2018 and shall end on June 7, 2018 unless sooner terminated in accordance with the terms stated elsewhere in this Agreement.

NOTICES:

Except as otherwise specifically provided in this Agreement, all notices, consents, approvals, demands, requests or other communications provided for or permitted under this Agreement will be in writing and will be deemed to have been duly given or served when delivered by hand delivery, email or fax or deposited in the U.S. Mail by registered or certified mail, return receipt requested, postage prepaid, and addressed as follows:

To Receiving Party: Dr. Silvia Ibarra, Asst. Superintendent for Instructional Services
McAllen Independent School District
2000 North 23rd Street
McAllen, Texas 78501-6126

To Performing Party: Teresa Garcia, Director, Centers for Learning Excellence
South Texas College
3201 W. Pecan Blvd.
McAllen, Texas 78501

OTHER PROVISIONS:

Governing Law. This Agreement will be construed, interpreted and applied in accordance with, and governed by and enforced under, the laws of the State of Texas.

Entire Agreement. This Agreement supersedes all prior agreements and discussions, written or oral, between Performing Party and Receiving Party and constitutes the entire agreement and understanding between the Parties with respect to the subject matter of this Agreement.

Loss of Funding. Performance by a party of its duties and obligations under this Agreement may be dependent upon the appropriation and allotment of funds by its governing body. If a party's governing body fails to allocate the necessary funds, then the party that loses funding may terminate this Agreement without further duty or obligation under this Agreement.

Additional Documents: The parties hereto agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.

Assignment. This Agreement is not assignable by either party.

Amendment. No Amendment, modification, or alternation of the terms shall be binding unless the same be in writing and duly executed by the parties.

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

RECEIVING PARTY:

By: _____
Name: Dr. Silvia Ibarra
Title: Assistant Superintendent
For Instructional Services, MISD

PERFORMING PARTY:

By: _____
Name: Dr. Shirley A. Reed
Title: President

Review and Action as Necessary on Award of Proposal and Purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Related Projects Funded by Non-Bond Proceeds

Approval of the following award of proposal and purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Related Projects Funded by Non-Bond Proceeds will be requested at the May 22, 2018 Board meeting as follows:

A. ***Bond Proceeds***
B. ***Non-Bond Proceeds - Maintenance and Operation Property Taxes (M&O)***

A. Bond Proceeds

1) Regional Center for Public Safety Excellence Audio Visual Installation (Award)
Award the proposal for the Regional Center for Public Safety Excellence Audio Visual Installation to **Audio Visual Aids** (San Antonio, TX), at a total amount of $276,265.50.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase of audio visual equipment and installation for the Pharr Regional Center for Public Safety under the 2013 Bond Construction Program. This is the last audio visual project to be completed.

Justification and Benefit – The audio visual equipment is needed in nine (9) instructional classrooms and one (1) conference room at the Pharr Regional Center for Public Safety Excellence. It will include projectors, audio visual switching equipment, podiums, and speakers which will be used for student instruction and digital signage which will be used for the distribution of South Texas College information.

Background – Proposal documents were advertised on April 2, 2018 and April 9, 2018 and issued to ten (10) vendors. Two (2) responses were received on April 17, 2018 and reviewed by Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond Construction budget for FY 2017 – 2018.

2) Furniture (Purchase)
Purchase furniture from the National Joint Power Alliance (NJPA) and the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of $139,898.31.

#	Vendor	Amount
A	**ERG International/Gateway Printing & Office Supply, Inc.** (Oxnard, CA/Edinburg, TX)	$33,502.55
B	**Krueger International, Inc./Gateway Printing & Office Supply, Inc.** (Green Bay, WI/Edinburg, TX)	$106,395.76
	Furniture Total	$139,898.31

The purchases can be summarized as follows:

- Regional Center for Public Safety Excellence Building
  ⇒ 80 – Classroom Student Tables
  ⇒ 96 – Multipurpose/Conference Room Chairs
  ⇒ 160 – Classroom Student Chairs
  ⇒ 40 – Multipurpose/Conference Tables
  ⇒ 24 – Computer Classroom Chairs

Funds for this expenditures are budgeted in the 2013 Bond Construction Program FFE-Regional Center for Public Safety Excellence building budget for FY 2017 - 2018.

B. Non-Bond Proceeds
--Maintenance and Operation Taxes (M&O)

3) Computers, Server, and Storage (Purchase)
Purchase computers, server, and storage from **Dell Marketing, Inc.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of $59,576.14.

Purpose – The Cyber Security Program and Facilities Planning and Construction are requesting the purchase of technology for the Cyber Security Program classroom that will be located at the Pecan Campus STEM Building.

Justification and Purpose – The Cyber Security Program is expanding course sections and is in need of an instructional lab at the Pecan Campus. This technology equipment is needed for student instruction to complete the required program courses.

The purchases can be summarized as follows:

- Student Lab
  ⇒ 25 – Computers for the Cyber Security Program

- Server
  ⇒ 1 – Server for the Cyber Security Program

- Storage
  ⇒ 1 – Storage for the Cyber Security Program

Funds for this expenditure are budgeted in the Maintenance & Operation Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) budget for FY 2017 – 2018.

4) Furniture (Purchase)
Purchase furniture from the National Cooperative Purchasing Alliance (NCPA), National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA),

and Purchasing Cooperative of America (PCA) approved vendors, at a total amount of $103,462.73.

#	Vendor	Amount
A	**Allsteel, Inc./Gateway Printing & Office Supply, Inc.** (Muscatine, IA/Edinburg, TX)	$13,161.52
B	**American Seating Company/Gateway Printing & Office Supply, Inc.** (Grand Rapids, MI/Edinburg, TX)	$7,008.00
C	**Clarus Glassboards, LLC./Gateway Printing & Office Supply, Inc.** (Fort Worth, TX/Edinburg, TX)	$9,514.22
D	**Exemplis Corporation/Gateway Printing & Office Supply, Inc.** (Cypress, CA/Edinburg, TX)	$2,774.76
E	**The Hon Company/Gateway Printing & Office Supply, Inc.** (Muscatine, IA/Edinburg, TX)	$2,236.16
F	**Krueger International, Inc./Gateway Printing & Office Supply, Inc.** (Green Bay, WI/Edinburg, TX)	$68,768.07
	Furniture Total	$103,462.73

The purchases can be summarized as follows:

Pecan Campus Building P

8 - Conference Room Chairs	19 – Tables for the Active Learning Classroom
6 – Mobile Glass Boards for Active Learning Classroom	6 – Faculty/Staff Chairs
3 - Faculty/Staff Bookcases	5 – Faculty/Staff Partitions
6 – Faculty/Staff Vertical File Cabinets	1 – Faculty/Staff Desk
37 – Chairs for the Active Learning Classroom	

Pecan Campus STEM Building

24 – Computer Lab Chairs	1 – Instructor Chair
1 – Instructor Table	12 – Classroom Computer Tables

Funds for this expenditure are budgeted in the Maintenance and Operations Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) budget for FY 2017 – 2018.

5) Network Equipment, Phones, and Licenses – Regional Center for Public Safety (Purchase)

Purchase network equipment, phones, and licenses – Regional Center for Public Safety from **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of $47,343.00.

Purpose- Information Technology and Facilities Planning and Construction are requesting the purchase of six (6) network switches, twenty (20) wireless access points, and fifteen (15) IP phones that are needed to provide connectivity to Internet, Intranet, wireless, and voice services to all students, faculty, and staff at the Regional Center for Public Safety.

Justification- The equipment will be installed in classrooms and offices in the new bond building. The network switches and wireless access points are needed to provide Internet and Intranet, wireless services such e-mail, Jagnet, and Banner to all students, faculty, and staff. The IP phones are needed to provide voice services for the faculty and staff for the day-to-day business calls.

Funds for this expenditure are budgeted in the Maintenance and Operations Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) budget for FY 2017 – 2018.

6) Network Switches and Transceiver Modules – New Bond Buildings (Purchase)
Purchase network switches and transceiver modules – new bond buildings from **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of $120,681.00.

Purpose- Information Technology and Facilities Planning and Construction are requesting the purchase of six (6) network switches and transceiver modules that are needed to provide Internet, Intranet, and voice connectivity to all students, faculty, and staff in the new bond buildings.

Justification- The network switches and transceiver modules will be installed in the new buildings at each campus to support the larger demand for network throughput and connectivity for Internet and Intranet services such as e-mail, Jagnet, and Banner to all students, faculty, and staff.

The network switches will be installed as follows:

- Pecan Campus
  - ⇒ Building P - (1) switch and (10) transceiver modules
  - ⇒ Building V - (1) switch and (10) transceiver modules
- Mid Valley Campus
  - ⇒ Building E - (1) switch and (12) transceiver modules
- Technology Campus
  - ⇒ Building E - (1) switch and (9) transceiver modules
- Nursing & Allied Health Campus
  - ⇒ Building B - (1) switch and (14) transceiver modules
- Starr County Campus
  - ⇒ Building L - (1) switch and (14) transceiver modules

Funds for this expenditure are budgeted in the Maintenance and Operations Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) budget for FY 2017 – 2018.

7) Network Switches, Transceiver Modules, and Cords – New Bond Buildings Surveillance Cameras (Purchase)

Purchase network switches, transceiver modules, and cords – new bond buildings surveillance cameras from **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of $123,956.00.

Purpose - Information Technology and Facilities Planning and Construction are requesting the purchase of twenty-eight (28) network switches, transceiver modules, and fiber optic patch cords to be installed in several of the new bond buildings. These switches are needed to connect the surveillance cameras network infrastructure for the Pecan, Mid-Valley, and Nursing and Allied Health campuses.

Justification - The network switches, transceiver modules, and cords are needed to help support a larger number of installed surveillance cameras which will help eliminate any image pixilation and video degradation. This will assist the South Texas College Department of Public Safety in monitoring and improving surveillance views for all the surveillance camera videos and images.

The network switches will be installed as follows:

- Pecan Campus
  - ⇒ Building P - (3) switches and (6) transceiver modules
  - ⇒ Building U – (3) switches and (6) transceiver modules
  - ⇒ Building V – (3) switches and (6) transceiver modules
  - ⇒ Building Y – (3) switches and (6) transceiver modules
  - ⇒ Thermal Plant – (2) switches and (4) transceiver modules
- Mid Valley Campus
  - ⇒ Building E - (2) switch and (5) transceiver modules
  - ⇒ Building F - (2) switch and (5) transceiver modules
  - ⇒ Building K - (4) switch and (5) transceiver modules
  - ⇒ Thermal Plant - (2) switch and (5) transceiver modules
- Nursing & Allied Health Campus
  - ⇒ Building B - (4) switch and (10) transceiver modules

Funds for this expenditure are budgeted in the Maintenance and Operations Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) budget for FY 2017 – 2018.

Recommendation:

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 22, 2018 Board meeting the award of proposal and purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Related Projects Funded by Non-Bond Proceeds as listed below:

A. Bond Proceeds
B. Non-Bond Proceeds - Maintenance and Operation Property Taxes (M&O)

A. Bond Proceeds

1) **Regional Center for Public Safety Excellence Audio Visual Installation (Award):** award the proposal for the Regional Center for Public Safety Excellence audio visual installation to **Audio Visual Aids** (San Antonio, TX), at an estimated cost of $276,265.50;
2) **Furniture (Purchase):** purchase furniture from the National Joint Power Alliance (NJPA) and the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of $139,898.31.

#	Vendor	Amount
A	**ERG International/Gateway Printing & Office Supply, Inc.** (Oxnard, CA/Edinburg, TX)	$33,502.55
B	**Krueger International, Inc./Gateway Printing & Office Supply, Inc.** (Green Bay, WI/Edinburg, TX)	$106,395.76
	Furniture Total	$139,898.31

B. Non-Bond Proceeds
--Maintenance and Operation Taxes (M&O)

3) **Computers, Server, and Storage (Purchase):** purchase computers, server, and storage from **Dell Marketing, Inc.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of $59,576.14;
4) **Furniture (Purchase):** purchase furniture from the National Cooperative Purchasing Alliance (NCPA), National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA), and Purchasing Cooperative of America (PCA) approved vendors, at a total amount of $103,462.73.

#	Vendor	Amount
A	**Allsteel, Inc./Gateway Printing & Office Supply, Inc.** (Muscatine, IA/Edinburg, TX)	$13,161.52
B	**American Seating Company/Gateway Printing & Office Supply, Inc.** (Grand Rapids, MI/Edinburg, TX)	$7,008.00
C	**Clarus Glassboards, LLC./Gateway Printing & Office Supply, Inc.** (Fort Worth, TX/Edinburg, TX)	$9,514.22
D	**Exemplis Corporation/Gateway Printing & Office Supply, Inc.** (Cypress, CA/Edinburg, TX)	$2,774.76
E	**The Hon Company/Gateway Printing & Office Supply, Inc.** (Muscatine, IA/Edinburg, TX)	$2,236.16
F	**Krueger International, Inc./Gateway Printing & Office Supply, Inc.** (Green Bay, WI/Edinburg, TX)	$68,768.07
	Furniture Total	$103,462.73

5) **Network Equipment, Phones, and Licenses – Regional Center for Public Safety (Purchase):** purchase network equipment, phones, and licenses – Regional Center for Public Safety from **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of $47,343.00:
6) **Network Switches and Transceiver Modules – New Bond Buildings (Purchase):** purchase network switches and transceiver modules – new bond buildings from **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of $120,681.00;
7) **Network Switches, Transceiver Modules, and Cords – New Bond Buildings Surveillance Cameras (Purchase):** purchase network switches, transceiver modules, and cords – new bond buildings surveillance cameras from **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of $123,956.00.

Recommend Action - The total for the award of proposal and purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Related Projects Funded by Non-Bond Proceeds is:

Bond Proceeds:	$416,163.81
Non-Bond M&O Taxes:	$455,018.87
Total:	$871,182.68

SOUTH TEXAS COLLEGE
1. REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE AUDIOVISUAL INSTALLATION
PROJECT NO. 17-18-1036

VENDOR			Audio Visual Aids	Level 3 Audio Visual
ADDRESS			2903 N Flores St	955 E Javelina Ave Ste B106
CITY/STATE/ZIP			San Antonio, TX 78212	Mesa, AZ 85204
PHONE			800-422-1282	480-892-1071
FAX			800-854-8140	480-892-5295
CONTACT			Ernest Mendez	Maria Cody
#	**Qty**	**Description**	**Proposed**	**Proposed**
1	1	Regional Center for Public Safety Excellence Audiovisual Installation	$ 276,265.50	$ 387,200.75
TOTAL PROPOSAL AMOUNT			$ 276,265.50	$ 387,200.75
TOTAL EVALUATION POINTS			95.65	79.66
RANKING			1	2

SOUTH TEXAS COLLEGE
1. REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE AUDIOVISUAL INSTALLATION
PROJECT NO. 17-18-1036

VENDOR		Audio Visual Aids		Level 3 Audio Visual	
ADDRESS		2903 N Flores St		955 E Javelina Ave Ste B106	
CITY/STATE/ZIP		San Antonio, TX 78212		Mesa, AZ 85204	
PHONE		800-422-1282		480-892-1071	
FAX		800-854-8140		480-892-5295	
CONTACT		Ernest Mendez		Maria Cody	
1	The purchase price. (up to 45 points)	45	45	32	32
		45		32	
		45		32	
2	The reputation of the vendor's and the vendor's goods or services. (up to 15 points)	13	13.66	13	13.33
		14		14	
		14		13	
3	The quality of the vendor's goods or services. (up to 16 points)	15	14.66	15	14.33
		15		14	
		14		14	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 20 points)	20	18.33	20	18
		19		19	
		16		15	
5	The vendor's past relationship with the College. (up to 3 points)	3	3	2	2
		3		2	
		3		2	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	1	1	0	0
		1		0	
		1		0	
TOTAL EVALUATION POINTS		95.65		79.66	
RANKING		1		2	

SOUTH TEXAS COLLEGE
2. 2013 BOND CONSTRUCTION FURNITURE
MAY 22, 2018

#	Qty	Description	Unit Price	Extension	Requesting Department
ERG International / Gateway Printing & Office Supply, Inc. (TXMAS)					
1	60	BR1860-PVC Brandon 18x60 Table	$294.30	$17,658.00	Bond Construction FFE Regional Center Bldg. - Dr. Shirley A . Reed
	20	BR1860-PVC Brandon 18x60 Table, with Modesty Panel	$401.40	$8,028.00	Classroom table for the New Pharr Regional Center
	1	Administrative Fee	$391.15	$391.15	for Public Safety
	1	Freight	$1,825.40	$1,825.40	
2	1	Labor to receive, inspect, deliver, install and remove debris	$5,600.00	$5,600.00	
		ERG International Total		**$33,502.55**	
Krueger International, Inc. / Gateway Printing & Office Supply Inc. (NJPA)					
1	48	HUN2060-74P Hurry Up Table,Flp-Tp-Nst,20x60",Rect,74P Edge	$604.80	$29,030.40	Bond Construction FFE Regional Center Bldg. - Dr. Shirley A . Reed
	96	TGNAPB Torsion on the Go Armless Chair, Poly Back/Upholstered Seat	$320.64	$30,781.44	Chairs and Tables for Multipurpose/Conference Rooms,
	24	DN5300 Doni Task Armless Chair, Uph Seat/Back, Solid Color	$254.88	$6,117.12	Computer Lab Chairs and Classroom Chairs for the New
	160	DN3300 Doni Sled Base Armless Chair, Uph Seat/Back, Solid Color	$192.48	$30,796.80	Pharr Regional Center for Public Safety
2	1	Labor to receive, inspect, deliver, install and remove debris	$9,670.00	$9,670.00	
		Krueger International, Inc. Total		**$106,395.76**	
		Furniture Total		**$139,898.31**	

SOUTH TEXAS COLLEGE
3. TECHNOLOGY REQUESTS - MAINTENANCE AND OPERATION TAXES
May 22, 2018

COMPUTERS					
2	25	Dell Precision 5820 Tower XCTO Base 16GB, with 20" Dell Monitors, Warranty	$ 2,059.43	$ 51,485.75	Facilities Planning and Construction - Rick de la Garza
		Systems for the Cybersecurity Program under Adolfo Lozano			Desktop system for the new Cyber Security Student Lab
		COMPUTER TOTAL		**$ 51,485.75**	located in Building V at the Pecan Campus
SERVER					
#	**Qty**	**Description**	**Unit Price**	**Extension**	**Requesting Department**
1	1	Dell PowerEdge R330 Server, Intel Pentium G4500, 3.5GHz, 8GB Memory, Warranty	$ 2,550.57	$ 2,550.57	Facilities Planning and Construction - Rick de la Garza
		Systems for the Cybersecurity Program under Adolfo Lozano			Server for the new Cyber Security Lab
		SERVER TOTAL		**$ 2,550.57**	located in Building V at the Pecan Campus
STORAGE					
3	1	Dell Storage NX430	$ 5,539.82	$ 5,539.82	Facilities Planning and Construction - Rick de la Garza
		Systems for the Cybersecurity Program under Adolfo Lozano			Storage for the new Cyber Security Lab
		STORAGE TOTAL		**$ 5,539.82**	located in Building V at the Pecan Campus
		SERVERS, COMPUTERS, AND STORAGE TOTAL		**$ 59,576.14**	

SOUTH TEXAS COLLEGE
4. DISTRICT WIDE FURNITURE REQUEST - MAINTENANCE AND OPERATIONS TAXES
MAY 22, 2018

#	Qty	Description	Unit Price	Extension	Requesting Department
Allsteel, Inc. / Gateway Printing & Office Supply, Inc. (National IPA/TCPN)					
1	8	SCU-UWDF Scout Upholstered Back Chair, Adj Arms	$506.22	$4,049.76	Maintenance and Operations Taxes FFE - Ricardo De La Garza
					Conference Chairs for the Grant Department
					to be used in Building P at the Pecan Campus
2	19	AW2TSPCB60 Aware 12-24D Fixed Leg Table	$210.60	$4,001.40	Maintenance and Operations Taxes FFE - Ricardo De La Garza
	19	SPLA-TP-WLMN-M290476 Custom Laminate with out Grommets	$213.44	$4,055.36	Tables for the Active Learning Classroom
					to be used in Building P at the Pecan Campus
3	1	Labor to receive, inspect, deliver, install, and remove debris	$1,055.00	$1,055.00	
		Allsteel, Inc. Total		**$13,161.52**	
American Seating Company /Gateway Printing & Office Supply, Inc. (PCA)					
1	24	FGA22.OH.OH.G4 Nima Sled Base Stack Chair Upholstered Seat and Back	$267.00	$6,408.00	Maintenance and Operations Taxes FFE - Ricardo De La Garza
					Chairs for the new Cybersecurity Lab located
					at Building V at the Pecan Campus
2	1	Labor to receive, inspect, deliver, install, and remove debris	$600.00	$600.00	
		American Seating Company Total		**$7,008.00**	
Clarus Glassboards, LLC. /Gateway Printing & Office Supply, Inc. (NCPA)					
1	2	Go Mobile Glassboard 40"x73, 4 Casters, CBC-301	$1,427.37	$2,854.74	Maintenance and Operations Taxes FFE - Ricardo De La Garza
	2	Go Mobile Glassboard 40"x73", 4 Casters, CBC-204	$1,427.37	$2,854.74	Mobile Glassboards to be used at the Active Learning
	2	Go Mobil Glassboards 40"x73", 4 Casters, CBC-808	$1,427.37	$2,854.74	Classrooms located in Building P at the Pecan Campus
2	1	Labor to receive, inspect, deliver, install, and remove debris	$950.00	$950.00	
		Clarus Glassboards, LLC. Total		**$9,514.22**	
Exemplis Corporation / Gateway Printing & Office Supply, Inc. (National IPA/TCPN)					
1	6	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	$437.46	$2,624.76	Maintenance and Operations Taxes FFE - Ricardo De La Garza
					Faculty/Staff chairs for the Grant Department
					to be used in Building P at the Pecan Campus
2	1	Labor to receive, inspect, deliver, install, and remove debris	$180.00	$150.00	
		Exemplis Corporation Total		**$2,774.76**	

SOUTH TEXAS COLLEGE
4. DISTRICT WIDE FURNITURE REQUEST - MAINTENANCE AND OPERATIONS TAXES
MAY 22, 2018

#	Qty	Description	Unit Price	Extension	Requesting Department
The Hon Company / Gateway Printing & Office Supply, Inc. (National IPA/TCPA)					
1	3	HS72ABC Brigade Bookcase 5-Shelf 12-5/8D x 34-1/2W x 71H, Black	$190.68	$572.04	Maintenance and Operations Taxes FFE - Ricardo De La Garza
	6	H314 Vertical File 4 Drawer Letter w/Lock, Black	$244.02	$1,464.12	Bookcases and File Cabinets for the Grants
					Department to be used in Building P at the Pecan Campus
2	1	Labor to receive, inspect, deliver, install, and remove debris	$200.00	$200.00	
		The Hon Company Total		**$2,236.16**	
Krueger International, Inc. / Gateway Printing & Office Supply, Inc. (NJPA)					
1	1	B255-F74P Barron Table, Rect 30x60", 74P Edge	$611.52	$611.52	Maintenance and Operations Taxes FFE - Ricardo De La Garza
	1	KI62/JR39 Impress Task, Pedestal Base, T-Arms Upholstered	$415.69	$415.69	Instructor Table and Chair ,
	4	AC8IF.108 Activ8 Infeed	$96.96	$387.84	Computer Lab Tables for the Cybersecurity Lab
	8	AC8JP.29 Activ8 Jumper 29" Long	$30.72	$245.76	located in Building V at the Pecan Campus
	12	AC8JP.53 Activ8 Jumper 53" Long	$35.52	$426.24	
	24	AC8RPTWZ.12 Activ8 Module and Attachment Bracket/for Workzone	$61.44	$1,474.56	
	12	WBWD2472-74P WorkZone w/Power Basic Worksurface ,74P Edge,24x72"W	$518.40	$6,220.80	
2	37	SNNAU Strive Nesting Armless Chair, Uphold Seat	$232.94	$8,618.78	Maintenance and Operations Taxes FFE - Ricardo De La Garza
					Chairs for the Active Learning Classroom
					located in Building P at the Pecan Campus
3	10	46.0002.24 Wireworks Standard Horizontal Rail,24"L,Black	$12.48	$124.80	Maintenance and Operations Taxes FFE - Ricardo De La Garza
	2	46.0002.36 Wireworks Standard Horizontal Rail,36"L,Black	$15.84	$31.68	Partitions, Desks and Chairs are needed for
	22	46.0002.36 Wireworks Standard Horizontal Rail,36"L,Black	$15.84	$348.48	the relocation of the Business Office Grant dept
	1	46.0002.42 Wireworks Standard Horizontal Rail,42"L,Black	$17.28	$17.28	in Building P at the Pecan Campus
	6	46.0002.48 Wireworks Standard Horizontal Rail,48"L,Black	$18.24	$109.44	
	31	46.0002.48 Wireworks Standard Horizontal Rail,48"L,Black	$18.24	$565.44	
	5	46.0017.24 Wireworks Domestic Power Base Trim/Raceway,24"W	$29.28	$146.40	
	9	46.0017.36 Wireworks Domestic Power Base Trim/Raceway,36"W	$36.48	$328.32	
	13	46.0017.48 Wireworks Domestic Power Base Trim/Raceway,48"W	$44.64	$580.32	
	5	46.0040.24 Wireworks Top Caps,24"W	$12.00	$60.00	
	9	46.0040.36 Wireworks Top Caps,36"W	$14.40	$129.60	
	13	46.0040.48 Wireworks Top Caps,48"W	$19.20	$249.60	
	27	46.0365 Wireworks Top Cap Splice Plate	$0.48	$12.96	
	4	46.0630.24 Wireworks Enhanced Horizontal Rail,24"L,Black	$24.00	$96.00	
	4	46.0630.36 Wireworks Enhanced Horizontal Rail,36"L,Black	$33.12	$132.48	

SOUTH TEXAS COLLEGE
4. DISTRICT WIDE FURNITURE REQUEST - MAINTENANCE AND OPERATIONS TAXES
MAY 22, 2018

#	Qty	Description	Unit Price	Extension	Requesting Department
	8	46.0630.48 Wireworks Enhanced Horizontal Rail,48"L,Black	$40.80	$326.40	
	1	7D/D3066-74P-F 700 Series Desk, Full Modesty Panel,74P Edge,30x66"W	$558.72	$558.72	
	1	7D/R2448-74P-P 700 Series Desk,Return,Partial Modesty Panel,74P	$435.36	$435.36	
	5	PCP9066 Wireworks 90 Degree 2-Way "L" Corner,Unuphol,66"H	$148.80	$744.00	
	2	PCP9084 Wireworks 90 Degree 2-Way "L" Corner,Unuphol,84"H	$180.00	$360.00	
	1	PDRL42/L Wireworks Door 42"W,Left Handed,Locking	$873.60	$873.60	
	1	PEP30 Wireworks End-of-Run Condition,30"H	$37.92	$37.92	
	5	PEP66 Wireworks End-of-Run Condition,66"H	$56.64	$283.20	
	1	PFP30 Wireworks 180 Degree 2-Way In-Line Connection,30"H	$23.52	$23.52	
	6	PFP66 Wireworks 180 Degree 2-Way In-Line Connection,66"H	$36.96	$221.76	
	6	PFP84 Wireworks 180 Degree 2-Way In-Line Connection,84"H	$42.24	$253.44	
	1	PFPV3066 Wireworks 180 Degree 2-Way In-Line Connection,30-66"H	$50.88	$50.88	
	2	PINR3060C-74P Pirouette, Table ,Rectangular,30x60",74P Edge	$539.04	$1,078.08	
	8	PLT2424 Wireworks Laminate Tile,24Wx24"H	$126.72	$1,013.76	
	7	PLT2436 Wireworks Laminate Tile,24Wx36"H	$152.16	$1,065.12	
	4	PLT3624 Wireworks Laminate Tile,36Wx24"H	$160.32	$641.28	
	11	PLT3624 Wireworks Laminate Tile,36Wx24"H	$160.32	$1,763.52	
	14	PLT3636 Wireworks Laminate Tile,36Wx36"H	$182.88	$2,560.32	
	4	PLT3642 Wireworks Laminate Tile,36Wx42"H	$203.04	$812.16	
	24	PLT4224 *Custom-Wireworks Laminate Tile,42Wx24"H	$204.48	$4,907.52	
	2	PLT4224 Wireworks Laminate Tile,42Wx24"H	$169.44	$338.88	
	24	PLT4236 *Custom-Wireworks Laminate Tile,42Wx36"H	$236.16	$5,667.84	
	12	PLT4242 *Custom-Wireworks Laminate Tile,42Wx42"H	$267.36	$3,208.32	
	5	PRDS36/WW/PM Wireworks Universal Overhead w/Steel Door,36"W	$297.12	$1,485.60	
	5	PRDS48/WW/PM Wireworks Universal Overhead w/Steel Door,48"W	$327.36	$1,636.80	
	2	PSCP9024 Wireworks Stackable Panel 90 Degree 2-Way "L" Corner,24"H	$133.92	$267.84	
	6	PSFP24 Wireworks Stackable Panel 180 Degree 2-Way In-Line	$39.36	$236.16	
	2	PSWM24 Wireworks Stackable/Adjustable Wall Mount,24"H	$132.00	$264.00	
	1	PTP3W66 Wireworks 3-Way "T" Intersection w/3-Way Cap,66"H	$166.56	$166.56	
	5	PWC244824-74P Wireworks Curvlinear 90 Deg Corner,74P Edge,24x48x24"	$292.80	$1,464.00	
	1	PWET4BFU Wireworks Universal Base Infeed w/Bezel,4 Circuit,72" Whip	$101.76	$101.76	
	2	PWET4PJ.17 Wireworks 17" Panel To Panel Jumper,4 Circuit	$38.88	$77.76	
	1	PWET4PJ.20 Wireworks 20" Panel To Panel Jumper,4 Circuit	$39.36	$39.36	
	2	PWET4RC.1 Wireworks 15 Amp Duplex Receptacle w/Bezel,4 Circuit, Circuit	$14.88	$29.76	
	2	PWET4RC.3I Wireworks 15 Amp Duplex Receptacle w/Bezel,4 Circuit, Circuit	$14.88	$29.76	
	2	PWET4WW.36 Wireworks Rigid Wireway,4 Circuit,36"W Panel	$55.20	$110.40	

SOUTH TEXAS COLLEGE
4. DISTRICT WIDE FURNITURE REQUEST - MAINTENANCE AND OPERATIONS TAXES
MAY 22, 2018

#	Qty	Description	Unit Price	Extension	Requesting Department
	2	PWET4WW.48 Wireworks Rigid Wireway,4 Circuit,48"W Panel	$60.48	$120.96	
	3	PWM66 Wireworks Adjustable Wall Mount,66"H	$105.60	$316.80	
	2	PWM84 Wireworks Adjustable Wall Mount,84"H	$129.12	$258.24	
	10	PWR2436-74P Wireworks Rectangular Worksurface,74P Edge,24x36"W	$148.32	$1,483.20	
	1	PWSSL2429-DL-74P WireWorks Wrksf Support Panel,Lam/Lam,Left,74P	$171.36	$171.36	
	2	PWSSL2429-DR-74P WireWorks Wrksf Support Panel,Lam/Lam,Right,74P	$171.36	$342.72	
	9	PWT30 Wireworks Wall Track,30"H	$15.84	$142.56	
	1	RAPWAUS Rapture Four-Leg Armchair,Uph Seat/Poly Back	$194.88	$194.88	
	1	S7P/1520WFF 700 Series Files Supporting Ped-File/File-20" Nominal Depth	$302.40	$302.40	
	5	S7P/1524MBBF 700 Series Files Mobile Ped-Box/Box/File-24" Nominal Depth	$407.04	$2,035.20	
	5	S7P/1524MFF 700 Series Files Mobile Ped-File/File-24" Nominal Depth	$368.16	$1,840.80	
	1	S7P/1530WBBF 700 Series Files Supporting Ped-Box/Box/File-30" Nominal	$408.00	$408.00	
	5	TLT5.24 Universal Shelf/Cabinet Task Light,24"W,For 30 & 36"	$36.48	$182.40	
	5	TLT5.36 Overhead Task Light,36"W,For 42" & 48" Overheads	$39.84	$199.20	
4	1	Labor to receive, inspect, deliver, install, and remove debris	$6,300.00	$6,300.00	
		Krueger International, Inc. Total		**$68,768.07**	
		Furniture Total		**$103,462.73**	

SOUTH TEXAS COLLEGE
5. NETWORK EQUIPMENT, PHONES, AND LICENSES - REGIONAL CENTER FOR PUBLIC SAFETY

VENDOR	Insight Public Sector
ADDRESS	6820 S Harl Ave
CITY/STATE/ZIP	Tempe, AZ 85283
LOCAL ADDRESS	2712 N McColl Rd McAllen, TX
PHONE	956-465-8080
FAX	630-295-7881
CONTACT	Darak Weaver

#	Qty	Description	Unit Price	Extension
1	20	802.11ac W2 AP w/CA; 4x4:3; Mod; Int Ant; mGig B Domain	$ 678.00	$ 13,560.00
2	20	Cisco Aironet 3800 Series CAPWAP Software Image	$ -	$ -
3	20	802.11n AP Low Profile Mounting Bracket (Default)	$ -	$ -
4	20	Ceiling Grid Clip for Aironet APs - Recessed Mount (Default)	$ -	$ -
5	15	Cisco UC Phone 7841	$ 146.00	$ 2,190.00
6	1	Top Level SKU For 9.x/10.x User License - eDelivery	$ -	$ -
7	1	SWSS UPGRADES Top Level SKU For 9.	$ -	$ -
8	15	UC Manager-11.x Enhanced Single User License	$ 84.00	$ 1,260.00
9	15	SWSS UPGRADES UC Manager-11.x Enhanced Single User-Und	$ 23.10	$ 346.50
10	1	CUCM Software version 11.5	$ -	$ -
11	2	Enable TURN Relay Option	$ -	$ -
12	15	UC Manager Enhanced 11.x License	$ -	$ -
13	1	Expressway Series, Expressway-E PAK	$ -	$ -
14	1	UC Encryption License	$ -	$ -
15	1	UCMPAK	$ -	$ -
16	2	Cisco Expressway-C Server, Virtual Edition	$ -	$ -
17	2	Enable Expressway-E Feature Set	$ -	$ -
18	4	Enable GW Feature (H323-SIP)	$ -	$ -
19	1	Software Image for Expressway with Encryption, Version X8	$ -	$ -
20	2	Enable Advanced Networking Option	$ -	$ -
21	2	Cisco Expressway-E Server, Virtual Edition	$ -	$ -
22	15	Expressway Desktop Endpoint License	$ -	$ -
23	4	License Key Software Encrypted	$ -	$ -
24	4	Enable Expressway Series Feature Set	$ -	$ -
25	1	Unity Connection 11.x Software	$ -	$ -
26	1	SWSS UPGRADES Unity Connection 11.x Software	$ -	$ -
27	15	One Unity Connection 11.x User - All user Features-eDelivery	$ 30.00	$ 450.00

SOUTH TEXAS COLLEGE
5. NETWORK EQUIPMENT, PHONES, AND LICENSES - REGIONAL CENTER FOR PUBLIC SAFETY

VENDOR			Insight Public Sector	
#	**Qty**	**Description**	**Unit Price**	**Extension**
28	15	SWSS UPGRADES One Unity Connection 10.x Voice Messagin	$ 10.50	$ 157.50
29	1	SpeechView Unity Connection Demo for 50 users for 6 months	$ -	$ -
30	1	UC Encryption License	$ -	$ -
31	2	Unity Connection 11.x SpeechConnect Ports	$ -	$ -
32	1	Unity Connection 11.x PAK	$ -	$ -
33	1	Cisco Catalyst 3650 48 Port mGig, 4x10G Uplink, LAN Base	$ 4,800.00	$ 4,800.00
34	1	UNIVERSAL	$ -	$ -
35	1	1100W AC Config 1 Power Supply	$ -	$ -
36	1	North America AC Type A Power Cable	$ -	$ -
37	1	Config 1 Power Supply Blank	$ -	$ -
38	1	Cisco Catalyst 3650 Stack Module	$ 660.00	$ 660.00
39	1	Cisco Catalyst 3650 Stack Module	$ -	$ -
40	1	50CM Type 2 Stacking Cable	$ -	$ -
41	1	Cisco Catalyst 3650 48 Port PoE 2x10G Uplink IP Base	$ 4,448.00	$ 4,448.00
42	1	UNIVERSAL	$ -	$ -
43	1	640W AC Config 2 Power Supply	$ -	$ -
44	1	North America AC Type A Power Cable	$ -	$ -
45	1	Config 2 Power Supply Blank	$ -	$ -
46	1	Cisco Catalyst 3650 Stack Module	$ 660.00	$ 660.00
47	1	Cisco Catalyst 3650 Stack Module	$ -	$ -
48	1	50CM Type 2 Stacking Cable	$ -	$ -
49	4	Cisco Catalyst 3650 48 Port Data 2x10G Uplink IP Base	$ 3,836.00	$ 15,344.00
50	4	UNIVERSAL	$ -	$ -
51	4	250W AC Config 2 Power Supply	$ -	$ -
52	4	North America AC Type A Power Cable	$ -	$ -
53	4	Config 2 Power Supply Blank	$ -	$ -
54	4	Cisco Catalyst 3650 Stack Module	$ 660.00	$ 2,640.00
55	4	Cisco Catalyst 3650 Stack Module	$ -	$ -
56	4	50CM Type 2 Stacking Cable	$ -	$ -
57	1	Tripplite SmartPro 120V 2.2kVA 1.92kW Line-Interactive Sine Wave UPS, 2U, LCD Display, USB, DB9	$ 827.00	$ 827.00
TOTAL AMOUNT			$	47,343.00

SOUTH TEXAS COLLEGE
6. NETWORK SWITCHES AND TRANSCEIVER MODULES - NEW BOND BUILDINGS

VENDOR	Insight Public Sector
ADDRESS	6820 S Harl Ave
CITY/STATE/ZIP	Tempe, AZ 85283
LOCAL ADDRESS	2712 N McColl Rd McAllen, TX
PHONE	956-465-8080
FAX	630-295-7881
CONTACT	Darak Weaver

#	Qty	Description	Unit Price	Extension
1	6	Catalyst 9500 40-port 10G, K12	$ 9,872.00	$ 59,232.00
2	6	SNTC-8X5XNBD Catalyst 9500 40-port 10G, K12	$ 1,088.50	$ 6,531.00
3	6	C9500 Network Advantage, high-density license K12	$ 4,000.00	$ 24,000.00
4	6	Cisco Catalyst 9500 2 x 40GE Network Module	$ 1,640.00	$ 9,840.00
5	6	CAT9500 Universal image	$ -	$ -
6	6	950W AC Config 4 Power Supply front to back cooling	$ -	$ -
7	6	950W AC Config 4 Power Supply front to back cooling	$ 840.00	$ 5,040.00
8	12	North America AC Type A Power Cable	$ -	$ -
9	6	10GBASE-CU SFP+ Cable 1 Meter	$ 40.00	$ 240.00
10	10	1000BASE-LX/LH SFP transceiver module, MMF/SMF, 1310nm, DOM	$ 47.00	$ 470.00
11	18	1000BASE-SX SFP transceiver module, MMF, 850nm, DOM	$ 47.00	$ 846.00
12	31	10GBASE-LR SFP Module	$ 382.00	$ 11,842.00
13	10	10GBASE-SR SFP Module	$ 264.00	$ 2,640.00
TOTAL AMOUNT			$	120,681.00

SOUTH TEXAS COLLEGE
7. NETWORK SWITCHES, TRANSCEIVER MODULES, AND CORDS - NEW BOND BUILDINGS SURVEILLANCE CAMERAS

VENDOR	Insight Public Sector
ADDRESS	6820 S Harl Ave
CITY/STATE/ZIP	Tempe, AZ 85283
LOCAL ADDRESS	2712 N McColl Rd McAllen, TX
PHONE	956-465-8080
FAX	630-295-7881
CONTACT	Darak Weaver

#	Qty	Description	Unit Price	Extension
1	58	10GBASE-LR SFP Module	$ 382.00	$ 22,156.00
2	22	Cisco Catalyst 3650 24 Port PoE 2x10G Uplink IP Base	$ 2,692.00	$ 59,224.00
3	22	UNIVERSAL	$ -	$ -
4	22	640W AC Config 2 Power Supply	$ -	$ -
5	22	North America AC Type A Power Cable	$ -	$ -
6	22	Type 2 Stacking Blank	$ -	$ -
7	22	Config 2 Power Supply Blank	$ -	$ -
8	6	Cisco Catalyst 3850 12 Port 10G Fiber Switch IP Base	$ 5,672.00	$ 34,032.00
9	6	UNIVERSAL	$ -	$ -
10	6	350W AC Config 1 SecondaryPower Supply	$ 260.00	$ 1,560.00
11	12	North America AC Type A Power Cable	$ -	$ -
12	6	50CM Type 1 Stacking Cable	$ 40.00	$ 240.00
13	6	Catalyst Stack Power Cable 30 CM	$ 38.00	$ 228.00
14	6	350W AC Config 1 Power Supply	$ -	$ -
15	3	Cisco Catalyst 3850 4 x 10GE Network Module	$ 1,632.00	$ 4,896.00
16	60	Single Mode 3M Fiber Patch Cords LC-LC	$ 15.00	$ 900.00
17	48	Single Mode 3M Fiber Patch Cords LC-SC	$ 15.00	$ 720.00
TOTAL AMOUNT			$	123,956.00

Review and Recommend Action as Necessary to Renew the Bank Depository Services Agreement

Approval to renew the bank depository services agreement with BBVA Compass Bank (McAllen, TX) for the period beginning September 1, 2018 through August 31, 2020 will be requested at the May 22, 2018 Board meeting.

Purpose – The Business Office is requesting to renew the bank depository services agreement with BBVA Compass Bank.

Justification – BBVA Compass offers the College banking services which includes, but is not limited to, account maintenance, account reconciliation, stop payment, online banking, balance reporting, wire transfers, book transfers, ACH transactions, and positive pay.

Background – The agreement for bank depository services was awarded to BBVA Compass Bank at the July 29, 2014 Board meeting for a two-year period beginning September 1, 2014 through August 31, 2016, with the option to renew for two (2) additional two-year periods. This is the second renewal of the two (2) two-year renewal options. BBVA Compass has increased the interest rate on interest bearing accounts from 25 basis points per annum in the first renewal contract to 140 basis points per annum and reduced the required non-interest bearing balance from $25 million to $20 million in the second renewal contract. Below is a recap of the changes for contract period.

Award	**Term**	**Interest Rate on Interest Bearing Accounts**	**Required Non-Interest Bearing Balance**
Original	9/1/14 – 8/31/16	15 basis points per annum	$25 million
1st Renewal	9/1/16 – 8/31/18	25 basis points per annum	$25 million
2nd Renewal	9/1/18 – 8/31/20	140 basis points per annum	$20 million

The second renewal period begins September 1, 2018 and ends August 31, 2020.

Award	Board Meeting Date	Original Term	Renewal Term
Original	7/29/14	9/1/14 – 8/31/16	2 – two year options
1st Renewal	6/28/16		9/1/16 – 8/31/18
2nd Renewal	5/22/18		9/1/18 – 8/31/20

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

Reviewers – The Depository Contract was previously reviewed by Valley View Consulting, LLC (Investment Advisor) and South Texas College's legal counsel.

Enclosed Documents – The South Texas College Renewal of Contract letter, the letter from BBVA Compass Bank with revised terms, and the Depository Contract follow in the packet for the Committee's information and review.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the May 8, 2018 Finance and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the May 22, 2018 Board meeting the renewal of the bank depository services agreement with BBVA Compass Bank for a period beginning September 1, 2018 through August 31, 2020, as presented.

SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3200 W Pecan Blvd., McAllen TX 78501

t (956) 872 4681
f (956) 872 4688

P.O Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

May 2, 2018

Ms. Gina Lobato, Senior Vice President
BBVA Compass
3900 N. 10th Street
McAllen, TX 78501

Dear Ms. Lobato:

On July 29, 2014, South Texas College awarded a contract to BBVA Compass for Depository Bank Services. The award allowed for two additional two-year renewal options on the contract. We are currently in the last few months of the second two-year period of the contract and would like to renew for an additional two-year period. This period will be from September 1, 2018 to August 31, 2020.

As per your letter of May 1, 2018 to South Texas College, the renewal contract will contain the following changes:

- An increase in the interest rate to 1.40% in STC checking accounts.
- A decrease in the required non-interest bearing balances to $20 million.

We requesting that you respond to this letter if you agree to the renewal period. For your convenience, we have provided a place for your signature below. If you accept the renewal, you may sign where indicated and return a copy via fax at 956-872-4688 or email to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of the contract is accepted for the period from September 1, 2018 through August 31, 2020 with the changes indicated above.

Authorized Signature: _____

Name Printed: Gina Lobato

Date: May 3, 2018

BBVA Compass

McAllen
Deposit Services Relationship Manager

Phone 956-971-5901
Fax 956-926-7545
gina.lobato@bbvacompass.com

Public Funds
3900 N. 10th St.,2nd Floor, McAllen, TX 78501

May 1, 2018

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

Re: Depository contract extension between South Texas College and BBVA Compass

Ladies and Gentlemen of the Board:

BBVA Compass Bank would like to extend the current Depository Agreement for an additional two (2) year term, starting on September 1, 2018 with the following changes to terms and conditions:

- No service charges. Fees will continue to be WAIVED for the new contract term.
- Increased interest rate of 1.40% (currently at 1.00%). The rate is managed by the Bank and will continue to be reviewed at a minimum ONCE per calendar year or each time the Fed Funds Rate changes. The managed rate may be negotiated at the renewal dates of the contract.
- Decrease in required non-interest bearing balances to $20 million

BBVA Compass would be honored to continue to serve as the College's depository bank. . It is certainly our hope that we have earned the privilege to serve you with our value and service commitment. BBVA Compass appreciates your confidence and looks forward to our continuing depository relationship.

Regards,

Gina Lobato

Gina Lobato, Senior Vice President
Public Funds Relationship Manager
Compass Bank

BBVA Compass is a trade name of Compass Bank, a member of the BBVA Group. Compass Bank, Member FDIC.

DEPOSITORY CONTRACT

WHEREAS, South Texas College (the "COLLEGE") issued a request for proposals soliciting bank depository services;

WHEREAS, Compass Bank, an Alabama banking corporation (the "BANK"), has submitted its response to COLLEGE's request for proposal;

WHEREAS, the BANK has a branch office located at 3900 North 10th St., McAllen, Hidalgo County, Texas, and is a bank as defined in Texas Education Code § 45.201; and

WHEREAS, COLLEGE has selected the BANK, determining that the BANK's written response to the request for proposal was the best proposal for the COLLEGE;

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS: That, for and in consideration of the mutual covenants herein, the parties agree as follows:

I. TERMS & OBLIGATIONS

1.1 BANK shall act as COLLEGE's depository from September 1, 2014 until August 31, 2016. BANK grants COLLEGE an option to renew this Depository Contract (the "Depository Contract") for two additional two-year periods from September 1, 2016 to August 31, 2018 and from September 1, 2018 to August 31, 2020. COLLEGE may exercise the option in the form of Notice of Exercise of Option to Extend Term of Contract attached as Exhibit "A" hereto (the "Depository Contract").

1.2 This Depository Contract is subject to the provisions of the Texas Public Funds Investment Act, the Texas Public Funds Collateral Act and the COLLEGE's current Investment Policy and Strategy Statement (5120) dated as of October 28, 2014, provided that COLLEGE shall notify BANK of any material changes to the Investment Policy (the "Changes") as soon as reasonably practicable (but in any event within five business days of the adoption of the Changes) and BANK shall have the right to review such Changes and, at its option, with thirty day written notice, terminate this Depository Contract if such Changes are unacceptable to BANK in its sole and absolute discretion. Notwithstanding the above, any investments made by the BANK prior to BANK's receipt of COLLEGE's notification of the Change shall be deemed in compliance of COLLEGE's most current Investment Policy and Strategy Statement. To the extent permitted by law, the COLLEGE agrees to indemnify, defend, and hold harmless the BANK from and against any and all losses and liabilities resulting from such investments.

1.3 Economic terms and types of services to be provided by the BANK to COLLEGE are set out in Exhibit "B" and "C" and are incorporated hereto by this reference.

1.4 BANK agrees to keep and disburse all funds coming into its hands as BANK and to faithfully perform its duties and as required by law.

1.5 The provisions of Texas Local Government Code, Section 2257, (the "Public Funds Collateral Act") as in effect as of the date hereof, to the extent they govern the College's deposit and obligations of the Bank, are incorporated herein.

1.6 Eligible Securities shall mean (1) obligations, including letters of credit, of the United States or its agencies and instrumentalities; (2) direct obligations of this state or its agencies and instrumentalities; (3) collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States; (4) other obligations, the principal of and interest on which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States.

II. SECURITY FOR DEPOSITS

2.1 Collateral.

(a) All deposits made by COLLEGE under this Depository Contract, except to the extent said deposits are guaranteed by (1) the Federal Deposit Insurance Corporation, or (2) a Standby Letter of Credit issued by a Federal Home Loan Bank, in accordance with the terms of the Public Funds Collateral Act, shall be secured and guaranteed by a pledge to COLLEGE of Eligible Securities as authorized for such purpose by provisions of the "Public Funds Collateral Act, and in the manner required therein, having a market value equal to, or be no less than, one hundred two percent (102%) of the amount on COLLEGE's funds deposit, plus accrued interest at the BANK, less FDIC insurance coverage and a Standby Letter of Credit issued by a Federal Home Loan Bank (the "Pledged Securities").

(b) Pledged Securities shall be deposited by BANK with the Custodian, as hereinafter defined, three business days prior to initial deposits of funds being made, provided that COLLEGE shall notify BANK of its intended deposit date and anticipated amount of the deposit no less than five business days prior to making its initial deposit. Thereafter, the Pledged Securities shall be increased by BANK based on funds on deposit provided that COLLEGE shall notify BANK of any deposit that will require an increase in the Pledged Securities no less than five business days prior to making any deposit.

2.2. Designation of Custodian and Control by COLLEGE. In order to fully secure the COLLEGE and to perfect its security interest in the Pledged Securities, COLLEGE and BANK shall designate a Federal Reserve Bank, Federal Home Loan Bank, or such other custodian as permitted under Section 2257.041 of the Public Funds Collateral Act (the "Custodian") as custodian for placement of the Pledged Securities in a restricted individual custodial account. The BANK will grant "control" of the Pledged Securities to COLLEGE and otherwise take all actions reasonably necessary so that COLLEGE shall be an "entitlement holder" for purposes of perfection pursuant to Article 8 and Article 9 of the UCC.

2.3 Market Value of Pledged Securities & Perfection of COLLEGE's Security Interest.

For the purpose of securing the uninsured funds deposited by COLLEGE with the BANK, except to the extent such funds are secured pursuant to section 2.1 hereof, the BANK hereby assigns, transfers, pledges and conveys to COLLEGE, as security for the funds a perfected security interest in the Pledged Securities deposited with Custodian as provided herein. In addition, BANK agrees to the provisions of the Bank Pledge Agreement attached hereto as Exhibit "D". COLLEGE's time and demand deposits plus interest accrued at the BANK less FDIC insurance coverage and such other collateral pledged under section 2.1 shall be secured at all times by Pledged Securities pursuant to this Depository Contract. The market value of the Pledged Securities deposited with Custodian shall at all times equal to, or be no less than, one hundred two percent (102%) of the amount deposited by COLLEGE with the BANK plus interest accrued at the BANK less FDIC insurance coverage and such other collateral pledged under section 2.1 (the "Maintenance Percentage"). The market value of the Pledged Securities will be provided to the COLLEGE monthly by the Custodian or other independent source. The market value must be obtained from a securities pricing service, a primary dealer in securities, or a publication recognized as a reliable source of security valuations at the cost of Bank. The report must include the market value and description of all Pledged Securities as of the last business day of the period which shall not be less than monthly.

2.4 Substitute Securities. The BANK shall have the right, exercised by a duly Authorized Bank Officer, to substitute or replace, any or all of the Pledged Securities with Eligible Securities, including in any event a Standby Letter of Credit as described in section 2.1 hereof, provided that (a) such substituted securities are deposited with the Custodian prior to removing Pledged Securities from safekeeping, and (b) delivery to the College of a pledge form noting such substitution, specifically identifying the securities withdrawn and the securities substituted therefore. No substitution shall be permitted without the consent of the COLLEGE, which shall not be unreasonably withheld.

III. ACCOUNTS

3.1 Transaction Accounts. BANK will maintain custody of COLLEGE's designated funds in accounts on behalf of COLLEGE at the COLLEGE's discretion. The number of accounts required may change throughout the term of the Depository Contract.

3.2 The BANK shall faithfully perform all of its duties and obligations required by the laws of the State of Texas for public funds depositories and shall upon presentation pay all checks drawn on it against collected funds on demand deposits, and shall, at the expiration of this Depository Contract, turn over to its successor all funds, COLLEGE-owned securities, property and things of value held at depository.

3.3 The COLLEGE shall determine and designate the character and amount of the funds to be deposited in the BANK. The COLLEGE may arrange for time deposits and BANK may accept such deposits subject to the terms of this Depository Contract.

3.4 Bank Fees and Interest Rate. BANK shall pay interest on collected balances. The interest rate to be paid by BANK to COLLEGE will be as follows:

For the period of September 1, 2014 to October 15, 2015:

BANK will pay a rate of 5 basis points per annum for interest bearing accounts

For the period of October 16, 2015 to August 31, 2016:

(a) In return for COLLEGE maintaining a minimum monthly average balance of $25 million in non-interest bearing account(s) BANK will waive bank fees.

(b) BANK will pay a rate of 15 basis points per annum for interest bearing accounts.

3.5 Certificates of Deposit. Subject to the foregoing conditions, limitations, statutes, and regulations, and to BANK's standard processes, procedures, and terms, BANK agrees to pay interest at maturity or monthly on Certificates of Deposits regardless of the amount based on the LIBOR index and will independently evaluate each CD rate upon request. Certificates of Deposit shall be registered in the name of the COLLEGE and must be fully insured by FDIC or collateralized in accordance with the terms of this Depository Contract.

COLLEGE may purchase from BANK Certificate of Deposit that mature after this Depository Contract terminates.

3.6 Investment Accounts. The COLLEGE shall have the right to purchase, sell and invest its funds under its control (in deposit accounts hereunder, or in other accounts or investments with third parties or otherwise) as authorized by the Texas Public Funds Investment Act and in compliance with the COLLEGE's Investment Policy (5120).

IV. SERVICES

4.1 The economic terms and types of services to be provided by the BANK to the COLLEGE are addressed in Section 1.3.

V. DEFAULT

5.1 The BANK shall be in default if it fails to pay all or part of a demand deposit, a matured time deposit, or a matured certificate of deposit, including accrued but unpaid interest, at a specified maturity date. The BANK shall also be in default if ruled "bankrupt", "insolvent" or "failed" by a federal or state banking regulator, or if a receiver is appointed for the BANK.

5.2 In the event of a default, failure or insolvency of the BANK, the COLLEGE shall

have all rights accorded a secured creditor pursuant to the Uniform Commercial Code or other applicable law and, as such, shall be empowered to take possession of and transfer and or sell the Pledged Securities. If the Pledged Securities are liquidated, any proceeds over the defaulted amount, plus other expenses related to the default, liquidation and collection shall be returned to the BANK. This power is in addition to other remedies which the COLLEGE may have under this Depository Contract and without prejudice to its rights to maintain any suit in any court for redress of injuries sustained by the COLLEGE under this Depository Contract.

VI. WARRANTIES & REPRESENTATIONS

6.1 Each of the BANK and COLLEGE represents and warrants that it is duly authorized to enter into this Depository Contract and that the person signing this Depository Contract on its behalf has full authority to bind the respective party in the manner specified in this Depository Contract.

6.1.1 Disbursement Services – Bank possesses the ability to process all disbursement checks for payroll, students and accounts payable through several bank accounts. Payroll checks are currently distributed on the 15th and last day of the month, or the closest preceding COLLEGE business day. Student and accounts payable checks are distributed on a weekly basis.

6.1.2 Wire Transfer Transactions – Bank possesses the ability to initiate and approve outgoing wire transactions on-line and to receive wire deposits.

6.1.3 ACH Transactions – Bank possesses the ability to receive ACH deposits and make ACH payments.

VII. MISCELLANEOUS

7.1 This Depository Contract and the Bank's Standard Agreements (as defined below) set out the terms and conditions and represent the entire agreement by and between the parties. In no event shall this Depository Contract or any part thereof be changed without written agreement of the parties.

7.2 By the execution hereof, BANK acknowledges receipt of the Order of the COLLEGE authorizing the execution of this Contract by COLLEGE.

7.3 This Depository Contract shall be subject to the laws of the State of Texas, without regard to choice of law principles and venue shall lie exclusively in Hidalgo County, Texas.

7.4 All notices or other communications required or permitted to be given pursuant to this Depository Contract shall be in writing and shall be considered as properly given if sent by facsimile transmission or mailed through U.S Postal Service Certified Mail Return Receipt Requested.

7.5 This Depository Contract is not assignable in whole or in part but is binding on the

parties, their successors and assigns.

7.6 With respect to the economic terms and types of services to be provided by the BANK to COLLEGE, the BANK's proposal and the COLLEGE's request for proposal are incorporated in this Depository Contract by reference as Exhibit "E" and "F". To the extent any provision of the BANK's proposal and the COLLEGE's request for proposals conflict, the terms of the BANK's proposal shall govern, and to the extent any provision of this Depository Contract and any provision of the BANK's proposal or the COLLEGE's request for proposals conflict, the terms of this Depository Contract shall govern. In addition, Article III, Section 3.4 and Article VII of the Depository Contract shall govern over any inconsistent provision elsewhere herein.

7.7 BANK's standard Non-consumer Deposit Account Agreement and BANK's standard Treasury Management Services Agreement (the "Bank's Standard Agreements") are incorporated herein by this reference and shall be deemed a material portion of this Depository Contract. To the extent the terms of this Depository Contract and the Bank's Standard Agreements conflict, the specific terms of this Depository Contract (including the provisions of COLLEGE's request for bid and BANK's response thereto that are made a part hereof) specifying economic terms and types of services to be provided shall govern without prejudice to the remaining terms in the Bank's Standard Agreements. Otherwise, the Bank's Standard Agreements shall govern.

7.8 The parties agree that their relationship shall not be classified as a fiduciary relationship.

7.9 Any extension of this Depository Contract, including any renewal pursuant to Section 1.1 above, shall be on such terms and conditions (including but not limited to economic terms) to which COLLEGE and BANK may agree in their sole discretion.

7.10 Termination. Notwithstanding the provisions of the foregoing paragraph, either Depositor or Bank may terminate this Agreement (i) for cause, upon written notice to the other party, or (ii) if the transactions contemplated hereby shall be prohibited by law or regulation, upon written notice to the other party; provided, however, that in the case of any such termination or the expiration of this Agreement, the terms of this Agreement shall continue to apply to all transactions entered into, and all deposits (including but not limited to time deposits) made by Depositor, prior to such termination or expiration. For purposes of this Agreement, the term "cause" shall include, without limitation, breach of the Agreement or the Services Procedures and Documentation, or any other circumstance under which the relationship between Bank and Depositor would be terminable pursuant to applicable law or Bank's internal policies.

7.11 Request for Modification of Interest Rate. COLLEGE may request a modification of the interest rate yield paid by the BANK on balances deposited pursuant to this Depository Contract once per calendar year. In the event the BANK and the COLLEGE cannot mutually agree to the terms of such modification request, BANK or COLLEGE may terminate this Depository Contract with a 60 day written notice to the parties involved.

7.12 BANK Authorization. The BANK represents and warrants that this Depository Contract is made pursuant to and is duly authorized by the Board of Directors of the BANK and recorded in the official records of the BANK.

Compass Bank	South Texas College
10/16/15	10/14/15
Date	Date
Gina Lobato	Shirley A. Reed
Authorized Signature	Authorized Signature
Gina Lobato	Dr. Shirley A. Reed
Printed Name	Printed Name
First Vice-President	President
Title	Title

Exhibit A

Notice of Exercise of Option to Extend Term of Contract

WHEREAS, on or about June 2, 2014, SOUTH TEXAS COLLEGE (hereinafter "STC") published its request for proposals (along with associated guidelines and forms) in order to procure a depository services contract for STC; and

WHEREAS, on or about June 23, 2014, Compass Bank submitted a proposal to provide depository services to STC, said proposal including Respondent's Questionnaire, Notification of Criminal History, Conflict of Interest Questionnaire, Taxpayer ID & Certification, scope of services/specifications, pricing information, and addenda checklist (hereinafter, "Proposal"); and

WHEREAS, on July 29, 2014, STC's Board of Trustee awarded a contract to Compass Bank to serve as its Depository bank for the period of September 1, 2014 to August 31, 2016, with an option to renew the contract for two additional two-year periods (the "Depository Contract");

NOW THEREFORE, STC gives notice of its intention to exercise its option to extend the term of the Depository Contract through the period beginning September 1, _____ through August 31, _____. The Depository Contract will be effective in accordance with the terms of the current Depository Contract unless effectively modified as provided in this extension or otherwise.

Compass Bank	South Texas College
_____	_____
Date	Date
_____	_____
Authorized Signature	Authorized Signature
_____	_____
Printed Name	Printed Name
_____	_____
Title	Title

Exhibit B

Economic Terms

BANK agrees to WAIVE all service fees to COLLEGE for existing banking services listed here in this Exhibit B according to the following terms:

1) COLLEGE must maintain a minimum average balance of $25 million (the "Minimum Balance Requirement") in non-interest bearing account(s)
2) The waiver is based on the volume of existing banking services provided in BANK's request for proposal.
3) BANK reserves the right to amend the Minimum Balance Requirement or pricing with a 30 day written notice to the COLLEGE, if the volume of existing banking services used by the COLLEGE increase, significantly.
4) Pricing on additional services not listed in this Exhibit B may be negotiated at the time of request.

List of Existing Banking Services

Account Maintenance on all accounts
Account Reconciliation
Deposits/Credits Posted
Items Deposited
    Encoding Charge
    Clearing Charge
Debits/Checks Paid
Arrange Canceled Checks in Numerical Sequence (Front and Back)
Return Items - Charged back
Deposit Corrections
Stop Payment
Daily Balance Reporting
    Via Telephone
    Via Fax
    Via World Wide Web
Vault Cash Deposit Processing
Coin Counting & Wrapping Service
Rolls of Coin/Straps of Currency Purchased
Wire Transfers
    Outgoing
    Incoming
    Mail Advices
    Maintenance
Telephone / Fax Transfers Between Accounts
On line transfer between accounts

Direct Deposits / ACH Transfers
- Payroll / Employee
- Student
- Vendor

Enhanced and ACH Authorization Services
Insufficient Funds Items
CPA Confirmations
Cashier's Checks
Money Order checks
FDIC Insurance
Research/Statement
Reproduction Fee
Detailed monthly collateral report
One Safe Deposit Box (Size: Large)
Night depository services
- Locking bank bags and
- Night drop keys

Change Orders
Safekeeping services for any book-entry securities purchased by STC
Cash management advice on a semiannual basis
Preparation of monthly bank statement beginning with first day of month and ending with the last day of month, showing debits, credits and balances of each separate account and sequential listing of cashed checks within five working days of closing date. (paper or electronic)
Monthly account analysis statement
Computer Disk monthly bank statement including canceled checks (front and back), deposits, deposit item detail, and other debits and credits
Keeping a full and separate itemized accounts making its records available for audit by STC and independent auditors
Positive Pay
Void/Stop Payment file for Positive Pay
Remote Deposit capture
Electronic Alerts
Image Services

Exhibit C
Services

The types of services to be provided by the BANK to the COLLEGE shall include, at a minimum, the following:

A. **Account Maintenance** – STC **requires** full maintenance of all checking accounts including deposits, stop payments, NSF checks, ACH transactions, wire transfers, book transfers, positive pay and cleared checks. Notification of every debit and credit memo regardless of size via U.S. mail, e-mail or facsimile transmission and of every NSF check via U.S. mail.

B. **On-Line Banking** – STC **requires** on-line banking services accessible through the internet that at a minimum includes the following:
   i. Account Reporting and Inquiries, which includes the following:
      a. Prior day and same day beginning ledger, ending ledger, total credits, and total debit details
      b. Prior day and same day beginning ledger, ending ledger, detail credits, and detail debits
      c. Beginning ledger, ending ledger, detail credits, and detail debits for a specific date by account
      d. Bank Statements for each account as of the last working day of every month including all checks (front and back), deposit slips, deposit item detail, debits and credits memoranda sorted by number, and a consolidated account activity analysis
   ii. Transaction Inquiries, Initiation and Reporting, which includes the following:
      a. Checks cleared for a specific time period
      b. Book transfers between accounts
      c. ACH transactions
      d. Wire transfers
      e. Stop Payments
      f. Positive Pay
      g. Daily alert functions via email, phone, text and/or facsimile transmission
   iii. Security Features
      a. Multi factor authentication
      b. Dual transaction approvals
      c. Email or message encryptions or a secure messaging center
      d. Fraud assurance monitoring services, which includes but is not limited to monitoring transactions for unusually high-risk or abnormal transaction activity
   iv. Exporting files to excel

C. **Bank Statements** – STC **requires** a CD-ROM of all bank statements for each account as of the last working day of every month in addition to all checks (front and back), deposit slips, deposit item detail, debits and credits memoranda sorted by

number, and a consolidated account activity analysis. Currently, STC has eight (8) checking accounts and nine (9) certificates of deposit. The College reserves the right to open or close any number or type of accounts.

D. **Deposit Services** – STC **requires** same bank day credit on all cash (coin and currency), checks, and incoming wire transfers and ACH transactions, as per the Bank's deposit schedule. STC uses three part deposit slips. Daily deposits are taken to the Bank through an armored car. STC maintains a separate Armored Car Services contract.

E. **Remote Deposit Capture** – STC may consider remote deposit capture services for electronically preparing and submitting deposits through the secure online banking site.

F. **Return Items** – STC **requires** that deposit items that do not clear shall be returned to STC via email and mail within two business days.

G. **Disbursement Services** – STC **requires** that the Bank possess the ability to process a monthly average of 3,116 disbursement checks for payroll, students and accounts payable through several bank accounts. Payroll checks are currently distributed on the 15th and last day of the month, or the closest preceding STC business day. Student and accounts payable checks are distributed on a weekly basis.

H. **Electronic Funds Transfers** – STC **requires** the Bank to process all electronic credit and debit money transfers. This includes electronic transmission of Federal and State tax payments and benefit payments.

I. **Wire Transfer Transactions** – STC **requires** the Bank to possess the ability to initiate and approve outgoing wire transactions on-line and to receive wire deposits.

J. **ACH Transactions** – STC **requires** the Bank to possess the ability to receive ACH deposits and make ACH payments. Direct Deposit of payroll and accounts payable checks for participating employees and for participating vendors is required. STC has approximately 1,659 monthly payroll direct deposit credit transactions and 78 vendor direct deposit credit transactions. Direct deposited funds should be available by 8:00 a.m. on each designated pay date.

K. **ACH Debit Blocking** – STC **requires** ACH debit blocking capabilities on its accounts.

L. **Positive Pay** – STC **requires** the Bank to provide automated positive pay services for all checking accounts in an effort to safeguard against fraudulent checks. The Bank will only honor those checks issued by STC that are pre-authorized through the

positive pay system. The payment verification criteria will be payee, date, check number, amount, and account number. Positive pay files will be transmitted electronically including file submission of void/stop payment. In instances where the check does not agree with the positive pay file, the Bank will not pay the check until STC authorizes the check payment.

M. **Stop Payments** – STC **requires** an electronic stop pay process.

N. **Credit and Debit Card Payments** – STC allows payment for certain charges utilizing credit and debit cards. Currently, credit and debit card payments are accepted for Visa, MasterCard, and Discover. STC requires that the Bank provide electronic data capture for VISA MasterCard, and Discover cards. STC maintains a separate Merchant Bank Services contract.

O. **Payable Card Program** – STC currently makes electronic payments to vendors using a commercial card program. STC currently maintains a separate agreement for the Commercial Card Program.

P. **Pay Card Program** – STC may consider using a pay card program for payments to employees who do not maintain a bank account.

Q. **Account Analysis** – STC **requires** monthly account analysis statements in summary form and by individual account. It must provide a comprehensive, detailed recap of services performed.

R. **Research** – STC **requires** that research requests shall be responded within 3 business days of request.

S. **Check Cashing** – STC **requires** the Bank to cash STC issued checks to employees and students (with proper identification), including those who do not maintain an account, without charges/fees to the employee, student or STC and without requiring the employee or student to open an account with the Bank.

T. **Borrowings** – STC **requires** the Bank to possess the ability to loan funds, if necessary, for various terms (short or long term).

U. **Vault Services** – STC **requires** the following vault services:

i. Provision of change orders, currency and coin counting/rolling/strapping on an "as needed" basis.

ii. Provision of standard-size lock bags per STC's specifications and in the quantities needed.

V. **Automated Teller Machines (ATM)** – STC **currently uses** ATM's to serve students and staff. ATM machines will be placed on campuses as STC deems necessary; however, the right to place ATM machines on STC premises shall not be given exclusively to the successful respondent to this RFP. The exact location for placement of any ATM machines shall require final approval by STC. ATM's should be EMV compliant to comply with regulations and credit card companies that are migrating to EMV chip technology. STC currently maintains a separate agreement for ATM's.

W. **Other Services** – STC **requires** the following services:
   i. Cashier's checks, money orders and certified checks, as needed.
   ii. Safety deposit box.

X. **Support Services** - STC **requires** the Bank to provide services to support all of STC's campuses/centers in McAllen, Rio Grande City and Weslaco. In each city, a branch or correspondent bank must provide service for night deposits and change orders.

Y. **Account Executive** – STC **requires** that the Bank designate an employee liaison with the ability and authority to continuously "troubleshoot" STC's accounts. This employee shall serve as STC's main contact at the bank. Respondent must provide name, address, telephone number, fax number and email address of the employee liaison.

Z. **Collateral** – STC **requires** that the Bank provide collateral for deposits as outlined in STC's Investment Policy (5120) and Strategy, and as required by the Texas Government Code (TGC) Chapter 2257 "Public Funds Collateral Act." A bank employee will regularly review STC's daily balances, account analysis, collateral, etc. to ensure that they are in compliance with TGC Chapter 2257. The Bank will be contractually liable for continuous monitoring and maintaining of collateral at STC required margin level of 102%. A monthly report of the collateral pledged will be provided directly to STC.

AA. **Investment Activities** – STC **requires** that the Bank comply with STC's Investment Policy (5120) and Strategy and with the Texas Government Code Chapter 2256 "Public Funds Investment Act." STC may choose to invest in Certificates of Deposit or investment funds in accordance with the College's Investment Policy. Certificates of Deposit purchased shall be registered in the name of STC and must be fully insured by FDIC or collateralized in accordance with the College's Investment Policy and RFP requirements.

BB. **Overdraft Provisions** - STC does not intend to have a net overdraft position occur during the course of the contract period. A net overdraft shall be defined as a negative balance in the College's accounts collectively, not by individual account. In

the event a check or checks shall be presented for payment on any account or accounts where there shall be insufficient funds for the purpose of paying checks, STC requires the Bank to promptly notify the College Comptroller or other authorized representative, by telephone or other means, of the overdraft condition, within one business day and to provide the College a period to respond and rectify the condition.

CC. **Fraud Assurance Services** – STC **requires** a fraud hotline and monitoring service. The hotline should be available 24 hours a day 7 days a week. The Bank's security system should monitor transactions, flag unusually high-risk or abnormal transaction activity, and notify STC immediately before completing the transaction. STC **requires** the Bank to employ security systems, protocols, measures and safeguards to prevent fraud and unauthorized electronic and non-electronic transfers. The Bank should have an incident response plan for STC to follow if an incident occurs.

All services listed in this Exhibit C are subject to the exceptions in the BANK's request for proposal. To the extent any services listed herein conflicts with the list of services in the BANK's request for proposal, the list of services in the BANK's request for proposal shall govern.

Exhibit D

BANK PLEDGE AGREEMENT FOR
PUBLIC FUNDS HELD ON DEPOSIT
(Federal Reserve Acts as sole custodian,
Federal Home Loan Bank acts as custodian)

1. To perfect the security interest of the COLLEGE in Bank's Pledged Securities, the BANK shall place the required collateral securities in a restricted account at either a Federal Reserve Bank or Federal Home Loan Bank, which serves Texas, as required (the "Safekeeping Bank"). BANK agrees to take all actions reasonably necessary to perfect the pledge and confirm same to COLLEGE. The BANK shall cause to be delivered to the COLLEGE a confirmation of the pledge of collateral by filling out the appropriate pledge form. The pledge form may be mailed or transmitted by facsimile. Each written confirmation delivered to the COLLEGE pursuant to this Agreement shall set forth, at a minimum, (i) a description from the Custodian of the Pledged Securities hereunder, including the type, CUSIP number, maturity date, interest rate, market value and par amount of each security pledged; and (ii) a statement that the confirmation has been delivered to the COLLEGE pursuant to the terms of this Agreement.

2. This Bank Pledge Agreement for Public Funds Held on Deposit (the "Pledge Agreement") shall further serve as a power of attorney, authorizing COLLEGE to transfer or liquidate the Pledged Securities in the event of a default, financial failure or insolvency of the BANK. In the event of a default, failure or insolvency of the BANK, the COLLEGE shall be deemed to have vested full title to all Pledged Securities. The COLLEGE is empowered to take possession of and transfer and or sell any and all securities. This power is in addition to other remedies which the COLLEGE may have under this Agreement and without prejudice to its rights to maintain any suit in any court for redress of injuries sustained by the COLLEGE under this Agreement.

3. This Pledge Agreement conveys a security interest in any and all securities held by the BANK, which are currently pledged or will be pledged as collateral to the COLLEGE. Further, this Pledge Agreement conveys a security interest to COLLEGE in any proceeds or any substituted collateral.

4. Any pledge hereunder shall be a continuing pledge and shall secure not only such deposits that are held by the BANK at the time of the transfer of the collateral to the COLLEGE hereunder, but also any and all subsequent deposits of funds with the BANK by the COLLEGE, notwithstanding the account or accounts in which such funds may be held or identified by the BANK.

5. The pledge of Pledged Securities to secure the deposits of the COLLEGE shall be in addition to, and shall in no way eliminate or diminish, the insurance coverage to which the COLLEGE may be entitled under the rules and regulation of the Federal Deposit Insurance Corporation or any private insurance carried by the BANK for the purposes of protecting the claims and rights of its depositors.

6. It is agreed that when the BANK shall have paid out and accounted for all the funds of the COLLEGE so deposited with the BANK, then and in that event any and all Pledged Securities under this Agreement shall be released from the security interest created hereunder, and the BANK and the COLLEGE shall take whatever actions may be necessary to cause a transfer of such securities to the BANK free and clear of any liens created hereunder or a full and complete release of the collateral instruments.

7. The BANK hereby represents to the COLLEGE that, (i) it has, or will have at the time of delivery of any securities as Pledged Securities under this Pledge Agreement, the right, power and authority to grant a security interest therein with priority over any other rights or interests therein, (ii) the execution and delivery of the Depository Contract and the pledge of the securities as collateral hereunder has been approved by its Board of Directors or its Loan Committee, and (iii) the execution and delivery of the Depository Contract and the pledge of securities as collateral hereunder will not violate or be in conflict with the Articles of Association or Certificate of Incorporation or By-laws of the BANK, any agreement or instrument to which the BANK may be a party, any rule, regulation or order of any banking regulator applicable to the BANK, or any internal policy of the BANK adopted by its Board of Directors.

8. BANK further represents and warrants to COLLEGE that, (i) except as otherwise permitted under this Agreement, it owns the Pledged Securities free and clear of any liens, claims, restrictions or encumbrances, (ii) it will not sell, mortgage, encumber, or otherwise alienate, substitute or release any of the Pledged Securities, except as provided in this Pledge Agreement, (iii) it will maintain in its official records evidence of the due authorization of this Pledge Agreement and the granting of a continuing security interest in the Pledged Securities, all in compliance with the provisions of 12 USC 1823 (e), and (iv) it will take such steps as may be reasonably necessary for COLLEGE to meet the standards set by the Government Accounting Standards Boards ("GASB").

9. Whenever the written consent of COLLEGE or BANK is required hereunder, the written consent of any authorized representative or agent of COLLEGE or of BANK, as specified in writing to Custodian by COLLEGE and BANK from time to time, shall satisfy such requirements.

10. All of the terms and provisions of this Pledge Agreement and the Depository Contract shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors. Neither this Pledge Agreement nor the Depository Contract are assignable or transferrable unless BANK merges with another qualified financial institution, or a transfer occurs pursuant to State or federal regulatory action.

Compass Bank

10/16/15
Date

Gina Lobato
Authorized Signature

Gina Lobato
Printed Name

First Vice-President
Title

South Texas College

10/14/15
Date

Shirley A. Reed
Authorized Signature

Dr. Shirley A. Reed
Printed Name

President
Title

Review and Recommend Action on the Agreement for the Hidalgo County Appraisal District Allocated Cost Quarterly Payments

Approval to re-verify the allocated cost quarterly payments agreement with the Hidalgo County Appraisal District, as described below, will be requested at the May 22, 2018 Board meeting.

Purpose – The Hidalgo County Appraisal District Chief Appraiser, Mr. Rolando Garza, has requested re-verification of the agreement for the allocated cost quarterly payments due from South Texas College.

Justification – The agreement for the allocated cost quarterly payments requires approval from the governing body and the chief appraiser as stipulated in Texas Property Tax Code Section 6.06(e), which states in part that:

> "Unless the governing body of a unit and the chief appraiser agree to a different method of payments, each taxing unit shall pay its allocation in four equal payments to be made at the end of each calendar quarter, and the first payment shall be made before January 1 of the year in which the budget takes effect.…"

The Hidalgo County Appraisal District performs property valuation assessments for taxes imposed during the tax year. Hidalgo County Appraisal District is considered a sole source and the College and other taxing entities are required to use their services to determine the assessed valuation of properties. Each year the Chief Appraiser prepares a proposed budget for the operations of the appraisal district for the following tax year. The County's Appraiser submits copies of the budget to each taxing unit participating in the district and an estimate of the amount of the budget that will be allocated to each taxing unit.

Background – In 1982, the taxing units and former chief appraiser agreed to modify the provisions of Texas Property Tax Code Section 6.06(e) and agreed to establish four equal payments as follows:

1st Quarter – Invoices mailed January 2nd	Due on February 2nd
2nd Quarter – Invoices mailed March 10th	Due on April 10th
3rd Quarter – Invoices mailed June 10th	Due on July 10th
4th Quarter – Invoices mailed September 10th	Due on October 10th

Due to the passage of time, the Hidalgo County Appraisal District Chief Appraiser has requested to continue with the modified schedule set forth and is requesting to re-verify the agreement for the allocated cost quarterly payments.

Enclosed Documents – The Agreement for the Allocation Quarterly Payments follows in the packet for the Committee's information and review.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 22, 2018 Board meeting, the re-verification of the agreement for the allocated cost quarterly payments as presented.

HIDALGO COUNTY APPRAISAL DISTRICT

ADMINISTRATION
Rolando Garza, Chief Appraiser
Jorge Gonzalez, Asst. Chief Appraiser
Brent E Cavazos, Associate Chief Appraiser
PO Box 208
Edinburg, TX 78540-0208
(956) 381-8466 (956) 565-2461
Administration Fax: (956) 289-2120

BOARD OF DIRECTORS
Richard A. Garza Chairman
David Hernandez Vice-Chairman
Amador Requenez Secretary
Albert D. Cardenas Member
Pete Garcia Member
Pablo "Paul" Villarreal, Jr. Member

www.hidalgoad.org

March 1, 2018

Taxing Entities and Presiding Officers
Hidalgo County

Re: Agreement for the Allocation Quarterly Payments

The purpose of this letter is to set forth our understanding with respect to the agreement made in 1982 for your allocation of quarterly payments.

Texas Property Tax Code Section 6.06(e) states in part:

"Unless the governing body of a unit and the chief appraiser agree to a different method of payment, each taxing unit shall pay its allocation in four equal payments to be made at the end of each calendar quarter, and the first payment shall be made before January 1 of the year in which the budget takes effect. . . . . "

In 1982, the taxing units and the former chief appraiser agreed to modify the provisions of Section 6.06(e) and agreed to establish four equal payments as follows:

1st Quarter – Invoices mailed January 2nd	Due on February 2nd
2nd Quarter – Invoices mailed March 10th	Due on April 10th
3rd Quarter – Invoices mailed June 10th	Due on July 10th
4th Quarter – Invoices mailed September 10th	Due on October 10th

While this schedule has worked well for both the District and the taxing units, due to the passage of time it is necessary for the District to re-verify and document each taxing unit's agreement to continue with the modified schedule as set forth above. As Chief Appraiser, I agree to such modification and I am requesting each taxing unit to indicate its agreement by signing below and returning this letter to me as soon as possible. As per the requirements of Section 6.06(e), "the governing body of a taxing unit" is required to formally approve this request.

Please note that whether the quarterly payment dates are modified or not, the statutory requirements relating to penalty and interest for late payments as set forth in Section 6.06(e) shall remain in effect as written.

If you have any questions, please feel free to call me at (956) 381-8466 ext. 124.

Sincerely,

Rolando Garza, RPA
Chief Appraiser

Agreement and acknowledgment between Hidalgo County Appraisal District (HCAD) and South Texas College (taxing entity).

In accordance with a duly approved motion/resolution of the governing body of South Texas College at a meeting held on May 22, 2018 in accordance with the provisions of the Texas Open Meetings Act and with a quorum present, South Texas College agrees to modify the provisions of Section 6.06(e) of the Property Tax Code and continue payment of its allocated annual entity assessment due to the Hidalgo County Appraisal District on a quarterly basis as follows:

1st Quarter – Invoices mailed January 2nd	Due on February 2nd
2nd Quarter – Invoices mailed March 10th	Due on April 10th
3rd Quarter – Invoices mailed June 10th	Due on July 10th
4th Quarter – Invoices mailed September 10th	Due on October 10th

Dated this _____ day of _____, 2018

Taxing Entity: South Texas College

By: _____

Printed Name: _____

Title: _____

Discussion and Action as Necessary on Proposed Annual Salary Increases for Faculty and Non-Faculty Personnel for FY 2018 - 2019

Approval of Proposed Annual Salary Increases for Faculty and Non-Faculty Personnel for FY 2018 - 2019 will be requested at the May 22, 2018 Board meeting.

a. Faculty Salary Increases

The College has a Faculty Salary Schedule that includes Steps based on degree attainment and years of service with the College.

The approved Faculty Salary Plan for FY 2017 - 2018 was based on an average increase of 3%. The base for a master's degree was increased from $41,690 to $42,166 or by an additional $476.00. The average 3% increase and step adjustments were approved by the Board for FY 2017 - 2018 at a total cost of approximately $883,118.

In keeping with the College's commitment to retain and recruit qualified Faculty, the proposed preliminary faculty salary increase for FY 2018 - 2019 is approximately $926,280, which is based on an average increase of 3%. The proposed faculty salary increases may need to be adjusted prior to final approval of the Staffing Plan by the Board, based on final revenue projections.

Faculty Salary Increases			
Category	**Average Increase Percentage**	**FY 2017 - 2018 Increase Amount**	**FY 2018 - 2019 Proposed Increase Amount**
Faculty	3%	$883,118*	$926,280

**The increase amount for FY 2017 – 2018 has been restated to exclude temporary faculty from the calculation for comparison purposes to the FY 2018 – 2019 proposed increase amount.*

b. Non-Faculty Personnel Salary Increases

In Fiscal Year 2017 - 2018, salary increases in the amount of approximately $947,637 were awarded for existing non-faculty positions which were based on a 3% increase.

In keeping with the College's commitment to recruit and retain qualified non-faculty personnel, the following estimated salary increases for Fiscal Year 2018 - 2019 totaling $1,088,895, based on 3% increase, are proposed. The proposed salary increases may need to be adjusted prior to final approval of the Staffing Plan by the Board, based on final revenue projections.

Non-Faculty Personnel Salary Increases			
Category	**Increase Percentage**	**FY 2017 - 2018 Increase Amount**	**FY 2018 - 2019 Proposed Increase Amount**
Classified	3%	$261,175	$298,577
Professional/Technical	3%	537,322	635,797
Administrative	3%	127,934	132,429
Executive	3%	21,206	22,092
Total		**$947,637**	**$1,088,895**

The FY 2018 - 2019 proposed estimated Annual Salary Increases for Faculty are $926,280 and for Non-Faculty Personnel are $1,088,895, for a total of $2,015,175.

Proposed Annual Salary Increases for Faculty and Non-Faculty Personnel for FY 2018 - 2019 are subject to the availability of funding and Board approval of the final budget.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the May 8, 2018 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 22, 2018 Board Meeting, the Proposed Annual Salary Increases for Faculty and Non-Faculty Personnel for FY 2018 - 2019 as presented.

Discussion and Action as Necessary on New Staff Positions for FY 2018 - 2019

Approval of New Staff Positions for FY 2018 - 2019 will be requested at the May 22, 2018 Board meeting.

Administration has reviewed with staff the need for additional new non-faculty staffing positions for FY 2018 - 2019 and supports the recommendations subject to the availability of funding and Board approval of the final budget. The proposed new positions may need to be adjusted prior to final approval of the Staffing Plan by the Board, based on final revenue projections.

A total of twenty (20) new staff positions are being requested for a total amount of $822,831. Funding in the amount of $293,750, for seven (7) of these new positions has been identified from salary pools, revenues from student fee increases, and vacant positions, resulting in a proposed net increase in salary budget of $529,081, as follows:

Funding	Amount
Funding Requested for New Positions	$822,831
Less -- Funding from Pool Positions	(293,750)
Net Salary Budget Increases for New Positions	**$529,081**

A listing of the proposed new staff positions for FY 2018 - 2019 follows in the packet for the Committee's information and review.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the May 8, 2018 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 22, 2018 Board Meeting, the New Staff Positions for FY 2018 - 2019 as presented.

South Texas College
New Staff Positions for FY 2018 - 2019

	ACCOUNT NAME	TITLE	CLASSIFICATION	GRADE	SALARY BUDGET
Vice President for Academic Affairs					
1	Dual Credit Programs and School District Partnerships	Administrative Assistant	Classified	F	$ 30,000
Rationale: • The Administrative Assistant will provide administrative support to the Interim Dean for Dual Credit Program & School District Partnerships. The Interim Dean will need assistance with many of the administrative tasks and responsibilities for the office, such as coordinating meetings and travel arrangements.					
2	Early College High Schools	Early College High School Specialist	Professional/Technical Non-Exempt	B	$ 35,000
Rationale: • South Texas College supports 29 ECHS. With all ECHS having a senior class the enrollment has increased to over 7,000 students. The specialist provides additional support to ECHS coordinators assigned to specific high schools. The specialist will assist with academic planning activities including, degree audits, scheduling , and other student success initiatives within the dual credit programs.					
3	Early College High Schools	Early College High School Specialist	Professional/Technical Non-Exempt	B	$ 35,000
Rationale: • South Texas College supports 29 ECHS. With all ECHS having a senior class the enrollment has increased to over 7,000 students. The specialist provides additional support to ECHS coordinators assigned to specific high schools. The specialist will assist with academic planning activities including, degree audits, scheduling , and other student success initiatives within the dual credit programs.					
4	Distance Learning	Distance Learning Instructional Facilitator	Professional/Technical Exempt	E	$ 61,875
Rationale: • The position will design and facilitate training in distance learning pedagogies to build capacity of online faculty. With a growing number of course enrollments, the department is offering more trainings to build capacity. Request for this new position is to enable the Distance Learning Department to be better prepared to support faculty and the need to enhance instructional pedagogies online. This position will be funded from the Distance Learning fee.					
5	Distance Learning	Help Desk Specialist	Professional/Technical Non-Exempt	B	$ 39,875
Rationale: • The Help Desk Specialist supports the instructional efforts of the Distance Learning department and faculty who teach on-line and web-enhance their courses by providing leadership for the Distance Learning Help Desk Staff. The specialists assures the staff are proficient in BlackBoard and other distance education technologies, so they may provide technical assistance to students and faculty on a daily basis. The specialist will also coordinate the part-time help desk staff and workstudies to create efficiency in help desk coverage. This position will be funded from the Distance Learning fee.					
6	Distance Learning	Student Success Specialist	Professional/Technical Non-Exempt	C	$ 36,000
Rationale: • Currently, there is one Student Success Specialist within the Distance Learning department and with almost 8000 students taking at least one online course, the department needs an additional Student Success Specialist to better handle the caseload. In addition, with the implementation of Blackboard Analytics, the additional SDS will be crucial to implementing early alert initiatives in Distance Learning by tracking online student activity and by providing interventions to increase online student retention. This position will be funded from the Distance Learning fee.					
7	Div. Nursing & Allied Health	Clinical Affairs Specialist	Professional/Technical Non-Exempt	B	$ 35,000
Rationale: • Clinical Affairs Specialist is responsible for ensuring students are compliant with health regulations placed by hospitals and clinics, which allows students to assist in practicum and rotations. Position is transferring from grant funded to institutional funded position.					

South Texas College
New Staff Positions for FY 2018 - 2019

	ACCOUNT NAME	TITLE	CLASSIFICATION	GRADE	SALARY BUDGET
8	Curriculum & Student Learning	Curriculum & Student Learning Manager	Professional/Technical Exempt	E	$ 60,000
	Rationale: • The Manager of Curriculum & Student Learning will oversee the development, implementation, and management of initiatives and projects to support the Academic Affairs curriculum and student learning processes. The manager will maintain and collaborate with vendors for all third party applications, including Degree Works, Courseleaf, SmartEvals, and new future software adoption. In addition, this position will manage Credential Review process and program development process. The manger will maintain the Texas Success Initiative (TSI) placement scale for the College and ensure compliance with TSI regulations as proposed by the THECB, and manage the development of the College online catalog and the online course syllabi management system.				
9	Mathematics	Faculty Secretary	Classified	A	$ 25,081
	Rationale: • This position is needed to support the full-time Faculty, Adjunct, and Dual Credit Faculty located in the new South Academic Building (BOND Construction).				
10	Chemistry	Lab Specialist II- Chemistry	Professional/Technical Non-Exempt	B	$ 35,000
	Rationale: • Lab Specialist needed to oversee the Chemistry and Engineering labs at the Mid-Valley Health Professions Buildings (BOND Construction).				
11	Div. Nursing & Allied Health	Simulation Specialist	Professional/Technical Non-Exempt	C	$ 35,000
	Rationale: • Position is responsible for the implementation and execution of simulation practices in the Nursing & Allied Health Programs across MV, Starr, and McAllen. Position is transferring from grant funded to institutional funded position.				
12	Div. Nursing & Allied Health	Computer Lab Specialist	Professional/Technical Non-Exempt	B	$ 30,000
	Rationale: • To support the expanded classroom/computer labs at the new facilities with over 300 computers (Bond construction).				
Total for Vice President for Academic Affairs					**$ 457,831**
Vice President for Finance and Administrative Services					
13	Office of VP for Finance & Adm. Services	Finance and Administrative Services Business Systems Specialist	Professional/Technical Non-Exempt	B	$ 42,000
	Rationale: • Provide information technology support to the FAS Departments.				
14	Office of VP for Finance & Adm. Services	Finance and Administrative Services Business Systems Specialist	Professional/Technical Non-Exempt	B	$ 42,000
	Rationale: • Provide information technology support to the FAS Departments.				
15	Office of VP for Finance & Adm. Services	Institutional Equity Officer	Administrative	E	$ 110,000
	Rationale: • The IEO will administer and coordinate STC's programs, responsibilities and compliance with federal and state and anti-discrimination and harassment laws, regulations, and requirements for students, faculty, and staff.				
Total for Vice President for Finance and Administrative Services					**$ 194,000**

South Texas College
New Staff Positions for FY 2018 - 2019

	ACCOUNT NAME	TITLE	CLASSIFICATION	GRADE	SALARY BUDGET
Vice President for Information Services and Planning					
16	Information Services & Planning	Secretary	Classified	B	$ 26,000
Rationale: • There is only have one full-time regular position for administrative support for the office of the VP for ISPP&SI. Need additional administrative support for the office. A FTT secretary is currently being paid out of a pool.					
17	IT PM, Risk & Security-Instruction	Project Management Analyst	Professional/Technical Exempt	C	$ 40,000
Rationale: • After a review of the Institutional Project list along with the standard service ticket tracking process, a gap in the ability to track, update and communicate along the process life cycle was identified. This position would focus in this area and be a primary conduit to keep institutional partners apprised of project status.					
Total for Vice President for Information Services and Planning					**$ 66,000**
Vice President for Student Affairs and Enrollment Mgmt.					
18	College Connections	Recruiting Specialist	Professional/Technical Non-Exempt	B	$ 30,000
Rationale: • Dedicated recruiter to increase enrollment of non-traditional student populations including working adults, international students and military. Position will be utilized to help reach enrollment targets for each group on non-traditional students.					
19	Office of Enrollment Services	Student Completion Specialist	Professional/Technical Non-Exempt	B	$ 30,000
Rationale: • Dedicated staff memember to work full-time recruiting back stop-out students to enroll and complete degrees; Will work to increase institutional completion rates and recovery of stop-out students.					
20	Office of Enrollment Services	Coordinator of Enrollment Marketing Services	Professional/Technical Non-Exempt	C	$ 45,000
Rationale: • A new position based on Cabinet recommendation for student services to play a larger leadership role in development of marketing strategies to increase student enrollment.					
Total for Vice President for Student Affairs and Enrollment Management					**$ 105,000**

Total for Funding for New Positions	$ 822,831
Less Funding from Pool Positions	$ 293,750
Net Salary Budget Increase for New Positions	**$ 529,081**

Discussion and Action as Necessary on Non-Faculty Salary Adjustments/Reclassifications for FY 2018 – 2019

Approval of Non-Faculty Salary Adjustments/Reclassifications for FY 2018 - 2019 will be requested at the May 22, 2018 Board meeting.

Administration has reviewed with staff the need for non-faculty salary adjustments/reclassifications for FY 2018 - 2019 and supports the recommendations subject to the availability of funding and Board approval of the final budget. The proposed non-faculty salary adjustments/reclassifications may need to be adjusted prior to final approval of the Staffing Plan by the Board, based on final revenue projections.

Salary Adjustments/Reclassifications were recommended by the appropriate supervisor and reviewed with the Office of Human Resources.

Requested for FY 2018 - 2019 are salary adjustments totaling $231,460 for twenty-six (26) positions, out of which eighteen (18) positions require changes in classification and/or grade. Funding in the amount of $35,875, for five (5) of these salary adjustments, has been identified from salary pools, resulting in a proposed net increase in salary budget of $195,585, as follows:

Funding	Amount
Funding Requested for Non-Faculty Salary Adjustments/Reclassifications	$231,460
Less -- Funding from Staff and Pool Positions	(35,875)
Net Salary Budget Increases for Salary Adjustments/Reclassifications	**$195,585**

A listing of the non-faculty salary adjustments/reclassifications for FY 2018 - 2019 follows in the packet for the Committee's information and review.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the May 8, 2018 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 22, 2018 Board Meeting, the Non-Faculty Salary Adjustments/Reclassifications for FY 2018 - 2019 as presented.

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2018 - 2019

	TITLE	CLASSIFICATION	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
Office of the President						
1	Title Change from Director of Fundraising and Legislative Affairs (Position 702650) to Director of Fundraising and Foundation	Administrative	Grade B	$ 1	$ 74,999	$ 75,000
	Rationale: • To revisit, develop, and coordinate the foundation and fundraising of activities by one office.					
2	Title Change from Videographer (Position 704462) to Video Production Coordinator	Professional/Technical Non-Exempt	Grade B to Grade C	$ 34,858	$ 8,000	$ 42,858
	Rationale: • The scope of the current position to be expanded to include more leadership and management responsibilities. This includes, but is not limited to, scripting, storyboarding, budgeting, allocating resources, establishing deadlines and selecting optimal forms of media for projects. In addition to developing production schedules, also selects and recommends additional crew and talent; directs and coaches talken; reserves and rents equipment; evaluate analytics.					
Total for Office of the President					**$ 82,999**	
Vice President for Academic Affairs						
3	Title Change from Professional Dev Trainer (Position 703352) to Instr Coach- Prof & Org Dev	Professional/Technical Non-Exempt to Professional/Technical Exempt	Grade C to Grade F	$ 6,385	$ 13,615	$ 20,000
	Rationale: • The Instructional Coach works closely with the Office of Professional and Organizational Development Team to train and coach faculty on various professional development initiatives. The Instructional Coach will serve as an expert in pedagogy and the integration of technology into teaching and learning. The Instructional Coach aligns with the needs of the office. Position is transferring from grant funded to institutional funded position.					
4	Title Change from Distance Learning Manager (Position 701276) to Coordinator of Distance Learning Technologies	Professional/Technical Exempt	Grade F to Grade D	$ 49,500	$ -	$ 49,500
	Rationale: • Distance Learning Technologies Coordinator provides technical expertise and leadership in distance learning systems and trainings, and provide advice and assistance for instructors engaged in electronic distance learning. This position will be funded from the currently vacant Distance Learning Manager.					
5	Title Change from Secretary (Position 718557) to Administrative Assistant	Classified	Grade B to Grade F	$ 25,000	$ 10,000	$ 35,000
	Rationale: • Title Change to align with job responsibilities to assist Assistant Dean housed in the NAH Campus Building B. (Vacant) Budgeted $25,000.					
6	Title Change from Lab Asst-NAH (Position 720557) to Healthcare Asset Maintenance Specialist	Classified to Professional/Technical Non-Exempt	Grade B	$ 26,000	$ 7,000	$ 33,000
	Rationale: • Position in charge of tracking highly technical and expensive equipment on all Nursing & Allied Health areas across the current and 3 new bond buildings. Position will also keep track of all equipment purchased through grant funds.					

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2018 - 2019

	TITLE	CLASSIFICATION	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
7	Title Change from Asst to Pres Pbl Sch Rel/Pshps (Position 706362) to School District Partnership Relations Manager	Administrative to Professional/Technical Exempt	Grade E	$ 1	$ 59,999	$ 60,000
	Rationale: • This position will support the department by managing communication, internal and external events, and initiatives to support the partnerships with the 22 school districts, including the planning, creating, and implementing the dual credit's marketing, external communication, and initiatives.					
8	Title Change from Univ Rel & Artic Ctr Officer (Position 705416) to Director of University Relations, Transfer and Articulation Center	Professional/Technical Exempt to Administrative	Grade F to Grade B	$ 71,080	$ 4,545	$ 75,625
	Rationale: • Align title with actual administrative tasks and responsibilities performed and recommendations with respect to the division while meeting with institution executive leaders on a state, national, and international level. In addition, the Director will assume several new initiatives such as team lead for the Transfer Summit and the TCCBA, along with assisting in the development and maintenance of an Alumni Association and spearheading an in-house Transfer Advisory Committee.					
9	Title Change from Admin for HS Prgms and Svcs (Position 701610) to Administrator of Dual Credit Instructional Pathways	Administrative	Grade C	$ 82,162	$ -	$ 82,162
	Rationale: • To reflect department name change and correctly align duties and responsibilities.					
10	Title Change from Coord of Valley Scholars Prgm (Position 710651) to Academic Excellence Program Officer	Professional/Technical Exempt	Grade E to Grade G	$ 51,385	$ 10,615	$ 62,000
	Rationale: • Align position with expanded scope of duties, and responsibilities. The manager provides leadership and direction for the Academic Excellence Programs at South Texas College, which includes the Valley Scholars Program, Honors Program, and International Honors Society activities. In addition, the manager oversees the scholarship fundraising efforts for the Valley Scholars Program. The Director of Human Resources has reviewed the revised job description.					
11	Title Change from Valley Scholars Assistant (Position 701279) to Valley Scholars Specialist	Classified to Professional/Technical Non-Exempt	Grade C to Grade B	$ 30,900	$ 4,100	$ 35,000
	Rationale: • Align title with expanded duties and responsibilities. The staff member has been overseeing the promotional efforts that support the annual silent auction activities, including visiting with local businesses to acquire in-kind sponsorships for the silent auction. In addition to assisting with planning and coordinating the annual College Tour.					
12	Title Change from Student Development Specialist (Position 727332) to Student Success Specialist	Professional/Technical Non-Exempt	Grade B to Grade C	$ 43,799	$ 3,000	$ 46,799
	Rationale: • Title change to be in line with positions with similar duties and responsibilities. For the past several years, the College has been using the Student Success Specialist as a standard title for this type of position.					
Total for Vice President for Academic Affairs					**$ 112,874**	

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2018 - 2019

	TITLE	CLASSIFICATION	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
Vice President for Finance and Administrative Services						
13	Title Change from Compliance Manager (Position 708160) to Institutional Equity Manager	Professional/Technical Exempt	Grade E to Grade G	$ 65,000	$ 7,000	$ 72,000
	Rationale: • To reflect the change in duties and responsibilities associated with the position in the new proposed Institutional Equity Office to assume the coordination of STC's programs, responsibilities, and compliance with federal and state anti-discriminatory harassment laws, regulations and requirements for students, faculty, and staff.					
14	Title Change from Project Manager - Acctblty (Position 701160) to Accountability and Compliance Manager	Professional/Technical Exempt	Grade E to Grade F	$ 58,350	$ 4,000	$ 62,350
	Rationale: • With the proposed creation of the Institutional Equity Office and the restructuring and transfer of the Compliance Manager position to this new office to assume full duties and responsibilities related to Title IX, Section 504, and other anti-discriminatory laws, it is proposed to develop the position of, Accountability and Compliance Manager, to meet the needs of the Accountability, Risk, and Compliance department. The Accountability and Compliance Manager position will assume and manage the primary functions of Accountability and Compliance within the Accountability, Risk, and Compliance department.					
15	Title Change from Payroll Assistant - Human Resources (Position 700039) to Human Resources Payroll Specialist	Classified to Professional/Technical Non-Exempt	Grade G to Grade B	$ 51,984	$ -	$ 51,984
	Rationale: • To accurately reflect and encompass current job duties/responsibilities (employee is above cost to pairity - no salary adjustment, only reclassification of position).					
16	Title Change from Human Resources Payroll Specialist (Position 710240) to Human Resources Payroll/Position Control Specialist	Professional/Technical Non-Exempt	Grade B to Grade C	$ 52,063	$ -	$ 52,063
	Rationale: • To accurately reflect and encompass current job duties/responsibilities (employee is above cost to pairity - no salary adjustment, only reclassification of position).					
17	Title Change from Human Resources Assistant (Position 707240) to Human Resources Support Specialist	Classified to Professional/Technical Non-Exempt	Grade C to Grade B	$ 26,032	$ 3,100	$ 29,132
	Rationale: • To accurately reflect and encompass current job duties/responsibilities; responsible for federal I9 form administration and tracking maintenance and audit of e-verify cases.					
18	Title Change from Security Supervisor (Position 706514) to Transportation Services Manager	Professional/Technical Non-Exempt to Professional/Technical Exempt	Grade E to Grade F	$ 55,592	$ 3,000	$ 58,592
	Rationale: • To accurately include all of the major responsibilities of Transportation Services, including the direct supervision of 9 bus drivers and compliance with the many requirements of the Federal Transit Administration.					

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2018 - 2019

	TITLE	CLASSIFICATION	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
19	Title Change from Accountant (Position 729184) to Accounting Group Supervisor	Professional/Technical Non-Exempt to Professional/Technical Exempt	Grade D to Grade E	$ 49,226	$ 4,000	$ 53,226
	Rationale: • To reflect the increased responsiblities that correspond with supervising additional staff, ensuring financial compliance with new braided funding requirements from federal, state, local and private agencies. Supervision of three or more employees.					
20	Title Change from Chief Adm for Dept Publ Safety (Position 702514) to Chief Administrator for Public Safety and Regional Center for Public Safety Excellence	Administrative	Grade E	$ 101,281	$ 4,000	$ 105,281
	Rationale: • To reflect the change in responsiblities to include oversight of the Regional Center for Public Safety Excellence and exploring professional development opportunities for local, state, and federal professionals.					
Total for Vice President for Finance and Administrative Services					**$ 25,100**	
Vice President for Information Services and Planning						
21	Title Change from Library Specialist (Position 742101) to Librarian I	Professional/Technical Non-Exempt to Professional/Technical Exempt	Grade B to Grade C	$ 36,574	$ 7,885	$ 44,459
	Rationale: • With expansion of existing library, at NAH a Librarian I is required to maintain a high level of service excellence and responsiveness to academic program needs.					
22	Title Change from Coordinator of Open Labs Logistics (Position 725397) to Open Labs Logistics Manager	Professional/Technical Exempt	Grade E	$ 45,000	$ -	$ 45,000
	Rationale: • There are two similar positions with different titles: Coordinator of Open Labs Logistics and Open Labs Logistics Manager. The responsibilities are now similar so both positions will now have the same title of Open Labs Logistics Manager.					
23	Reclassification for IT Risk and Security Manager (Position 704395)	Professional/Technical Exempt	Grade G	$ 75,398	$ 2,602	$ 78,000
	Rationale: • The employee has had an increase in duties including supervision of two security analysts, incident commander for disaster recovery, oversight of the IT internship program and coordination of information security community events. After review with HR an increase is recommended.					
Total for Vice President for Information Services and Planning					**$ 10,487**	
Vice President for Student Affairs & Enrollment Management						
24	Title Change from Director of Dual2Degree High Schools (Position 703190) to Director of Enrollment Services for Dual Credit	Administrative	Grade B	$ 66,595	$ -	$ 66,595
	Rationale: • Title change aligns with new function of Dual2Degree Department, which includes Program Recruitment, Dual Credit Admission and Registration, and Dual Credit Matriculation.					

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2018 - 2019

	TITLE	CLASSIFICATION	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
25	Title Change from Coordinator of Dual2Degree High Schools (Position 722610) to Coordinator of Enrollment Services for Dual Credit	Professional/Technical Exempt	Grade D	$ 49,173	$ -	$ 49,173
	Rationale: • Title change aligns with new function of Dual2Degree Department, which includes Program Recruitment, Dual Credit Admission and Registration, and Dual Credit Matriculation.					
26	Title Change from Coordinator of Dual2Degree High Schools (Position 723610) to Coordinator of Enrollment Services for Dual Credit	Professional/Technical Exempt	Grade D	$ 45,315	$ -	$ 45,315
	Rationale: • Title change aligns with new function of Dual2Degree Department, which includes Program Recruitment, Dual Credit Admission and Registration, and Dual Credit Matriculation.					
Total for Vice President for Student Affairs & Enrollment Management					**$ -**	

Total for Funding for Salary Adjustments/Reclassification	$ 231,460	
Less Funding from Pool Positions	$ 35,875	
Total for Salary Adjustments/Reclassification	**$ 195,585**	

Review and Discussion of Position Vacancy Report for FY 2017 – 2018

The Staffing Plan Position Vacancy Report for FY 2017 - 2018 follows in the packet for the Committee's information and review. Information is current as of May 3, 2018.

Dr. Shirley A. Reed, President, and Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will be available to respond to questions from the Committee.

The position information listed below includes the Unrestricted Fund only and does not include positions for Auxiliary and Restricted Funds.

1) Positions Filled during Fiscal Year 2017 - 2018
(EXHIBIT A – HIRED)

- Two-hundred and thirty-two (232) vacant positions were carried over from FY 2016 – 2017; Seventy-three (73) new positions were Board approved for FY2017-2018. Three-hundred and five (305) Full Time Regular positions were vacant as of September 1, 2017.

- One-hundred and eighty-four (184) of the FY 2016 - 2017 positions have been filled and thirty-four (34) of the new FY 2017 - 2018 Full Time, Regular positions have been filled for a total of two-hundred and eight-teen (218) positions filled as of May 3, 2018.

	FY2016-2017	FY2017-2018	Total
Positions Carried over	232	-	232
New positions	-	73	73
Total Vacancies as of 9/1/2017	-	-	*305*
Filled	184	34	218
Total Vacancies as of 5/3/2018 excluding resignations	**48**	**39**	**87**
% of Vacancies Filled	**-**	**-**	**71%**

2) Vacancies at Beginning of Fiscal Year 2017 - 2018
(EXHIBIT B - VACANT POSITIONS - NEW)
(EXHIBIT C - VACANT POSITIONS - CONTINUING)

Below is a detail of the Fiscal Year 2017 – 2018 Non-Faculty Vacancies by Division as of May 3, 2018.

	Academic Affairs	Finance & Admin. Services	Information Services, Planning, Perform. & Strategic Initiatives	President's Office	Student Affairs & Enrollment Management	Total
Continued	19	43	37	15	11	**125**
Cont-Bond	8	19	8	0	1	**36**

	Academic Affairs	Finance & Admin. Services	Information Services, Planning, Perform. & Strategic Initiatives	President's Office	Student Affairs & Enrollment Management	Total
New	4	3	1	1	2	**11**
New- Bond	10	19	2	0	0	**31**
Total	**41**	**84**	**48**	**16**	**14**	**203**

3) <u>Position Turnover during Fiscal Year 2017 - 2018</u>

- Forty-seven (47) vacancies due to resignations, terminations, or retirements have been submitted for Full Time, Regular positions as of May 3, 2018.

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

The Position Vacancy Report for Fiscal Year 2017 - 2018 and Positions Filled and Vacated Report are presented for information and review by the Committee. No action is required from the Committee.

Positions Filled - EXHIBIT A

South Texas College

Positions Filled in FY 2017 - 2018

As of May 3, 2018

Hired

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
Academic Advancement							
Curriculum and Student Learning	704335	CONT	Administrative	Director of Academic Assessment	FY18 Position Chng	Filled	04-12-18
Distance Learning	710276	CONT BOND FY17	Prof/Tech Support Exempt	Director of Distance Learning	New for FY17	Filled	02-01-18
High School Programs & Services	708286	NEW FY18	Administrative	Interim Dean for Dual Credit Programs and School District Partnerships	NEW FY18	Filled	02-01-18
Professional & Organizational Dev	705352	CONT	Prof/Tech Support Exempt	Instructional Coach - Prof & Org Dev	FY18 Position Chng	Filled	10-02-17
Academic Affairs							
Academic Affairs	700362	CONT	Prof/Tech Support Non-Exempt	Executive Administrative Assistant	05-01-17	Filled	10-02-17
Academic Affairs	700176	CONT	Classified	Secretary	04-03-17	Filled	01-22-18
Starr County Campus	704267	CONT BOND FY17	Prof/Tech Support Non-Exempt	Student Success Specialist	New for FY16	Filled	09-01-17
Division of Business, Public Safety and Technology							
Architectural and Engineering Design Technology	700303	CONT	Classified	Lab Assistant - Architectural and Engineering Design Technology	06-09-17	Filled	12-04-17
Electrician Assistant	701310	CONT	Classified	Lab Assistant - ELTR	10-01-17	Filled	04-16-18
Welding	701308	CONT	Classified	Faculty Secretary	04-01-17	Filled	09-18-17
Division of Liberal Arts and Social Sciences							
Developmental Math	701426	CONT	Classified	Developmental Lab Technician	06-08-17	Filled	12-04-17
Division of Liberal Arts and Social Sciences	711150	CONT BOND FY17	Classified	Faculty Secretary	New for FY17	Filled	02-12-18
Division of Liberal Arts and Social Sciences	710150	CONT BOND FY17	Classified	Faculty Secretary	New for FY17	Filled	04-02-18
History	701225	CONT	Classified	Faculty Secretary	New for FY17	Filled	02-12-18
Division of Math, Science and Bachelor Programs							
Biology	701203	CONT	Prof/Tech Support Non-Exempt	Lab Specialist II - Biology	07-14-17	Filled	11-01-17
Biology	707204	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Lab Specialist II - Biology	NEW FY18	Filled	04-02-18
BAT/BAS	702293	NEW FY18	Prof/Tech Support Exempt	Academic Coach	02-12-18	Filled	02-12-18
BAT/BAS	701293	NEW FY18	Prof/Tech Support Exempt	Academic Coach	NEW FY18	Filled	05-01-18
Chemistry	701200	CONT	Prof/Tech Support Non-Exempt	Lab Specialist II - Chemistry	09-27-17	Filled	01-08-18
Chemistry	704200	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Lab Specialist II - Chemistry	NEW FY18	Filled	05-01-18
Div. of Math, Science & BA Programs	705281	NEW FY18	Classified	Administrative Assistant	NEW FY18	Filled	05-30-18
Division of Math, Science and Bachelor Programs	707416	CONT	Prof/Tech Support Exempt	Academic Coach	01-22-18	Filled	04-23-18
Division of Math, Science and Bachelor Programs	701416	CONT	Classified	Administrative Assistant	11-30-15	Filled	05-14-18
Division of Math, Science and Bachelor Programs	706203	CONT	Prof/Tech Support Non-Exempt	Senior Administrative Assistant	10-02-17	Filled	01-16-18
Division of Math, Science and Bachelor Programs	725332	CONT	Prof/Tech Support Non-Exempt	Student Success Specialist	06-28-17	Filled	02-12-18
Engineering	701412	CONT BOND FY17	Prof/Tech Support Non-Exempt	Lab Specialist II - Engineering	New for FY17	Filled	02-05-18
Mathematics	702415	CONT	Classified	Faculty Secretary	09-22-17	Filled	01-03-18
Law Enforcement							
Law Enforcement	701593	NEW FY18	Classified	Secretary	NEW FY18	Filled	03-19-18
Finance and Administrative Services							
Business Office	738184	CONT	Classified	Accounting Assistant	02-13-17	Filled	09-05-17
Business Office	700077	CONT	Classified	Accounting Assistant	06-09-17	Filled	09-05-17

Positions Filled - EXHIBIT A

South Texas College

Positions Filled in FY 2017 - 2018

As of May 3, 2018

Hired

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
Business Office	792184	CONT	Classified	Accounting Assistant	07-07-17	Filled	10-02-17
Business Office	795184	CONT	Classified	Accounting Assistant	07-07-17	Filled	11-01-17
Business Office	753184	CONT BOND FY17	Prof/Tech Support Non-Exempt	Payroll Specialist	New for FY17	Filled	03-21-18
Campus Police	775514	CONT BOND FY17	Prof/Tech Support Non-Exempt	Coord Emer Preparedness & Trng	New for FY17	Filled	10-02-17
Campus Police	762514	CONT BOND FY17	Prof/Tech Support Non-Exempt	Police Compliance Coordinator	New for FY17	Filled	09-11-17
Campus Police	721514	CONT	Prof/Tech Support Non-Exempt	Police Dispatcher	01-04-17	Filled	10-02-17
Campus Police	721514	CONT	Prof/Tech Support Non-Exempt	Police Dispatcher	11-08-17	Filled	04-16-18
Cashiers Office	700050	CONT	Classified	Cashier	01-04-17	Filled	09-05-17
Cashiers Office	732184	CONT	Classified	Cashier	01-31-17	Filled	10-02-17
Cashiers Office	727184	CONT	Classified	Cashier	06-05-17	Filled	12-04-17
Cashiers Office	759184	NEW-BOND FY18	Classified	Cashier	NEW FY18	Filled	03-05-18
Cashiers Office	756184	NEW-BOND FY18	Classified	Cashier	NEW FY18	Filled	03-19-18
Cashiers Office	712184	CONT	Classified	Cashier II	09-01-14	Filled	09-18-17
Cashiers Office	794184	CONT	Classified	Cashier	07-03-17	Filled	12-04-17
Central Receiving	721580	CONT	Classified	Fixed Assets Assistant	10-16-17	Filled	03-01-18
Central Receiving	701581	CONT	Classified	Fixed Assets and Receiving Technician	07-10-17	Filled	11-13-17
Central Receiving	703584	CONT	Classified Non-Exempt	Fixed Assets and Receiving Technician	01-15-18	Filled	03-05-18
Custodial	720503	NEW-BOND FY18	Prof/Tech Support Exempt	Custodial Manager	NEW FY18	Filled	11-15-17
Custodial	707503	NEW-BOND FY18	Prof/Tech Support Exempt	Custodial Manager	NEW FY18	Filled	11-15-17
Custodial	793502	CONT BOND FY17	Prof/Tech Support Non-Exempt	Custodial Supervisor	New for FY17	Filled	10-16-17
Custodial	706503	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Custodial Supervisor	NEW FY18	Filled	12-04-17
Custodial	773502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-02-17
Custodial	768502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-02-17
Custodial	776502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	09-01-17
Custodial	774502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	09-11-17
Custodial	766502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-02-17
Custodial	754502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-02-17
Custodial	756502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-02-17
Custodial	763502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-02-17
Custodial	760502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-09-17
Custodial	767502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-09-17
Custodial	759502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-16-17
Custodial	709502	CONT	Classified	Custodian	07-18-17	Filled	01-08-18
Custodial	705502	CONT	Classified	Custodian	07-18-17	Filled	11-01-17
Custodial	770502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	11-06-17
Custodial	700503	NEW-BOND FY18	Classified	Custodian	NEW FY18	Filled	11-06-17
Custodial	761502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	12-04-17
Custodial	786502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	12-04-17
Custodial	782502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	12-04-17

Positions Filled - EXHIBIT A

South Texas College

Positions Filled in FY 2017 - 2018

As of May 3, 2018

Hired

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
Custodial	781502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	12-04-17
Custodial	787502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	12-04-17
Custodial	783502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	12-04-17
Custodial	701503	NEW-BOND FY18	Classified	Custodian	NEW FY18	Filled	11-06-17
Custodial	785502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	12-04-17
Custodial	764502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	12-04-17
Custodial	703503	NEW-BOND FY18	Classified	Custodian	NEW FY18	Filled	01-08-18
Custodial	772502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	01-03-18
Custodial	706502	CONT	Classified	Custodian	10-02-17	Filled	01-16-18
Custodial	744502	CONT	Classified	Custodian	07-18-17	Filled	02-05-18
Custodial	771502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	02-05-18
Custodial	769502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	03-05-18
Custodial	762502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	04-02-18
Custodial	743502	CONT	Classified	Custodian	01-03-18	Filled	04-02-18
Custodial	788502	CONT BOND FY17	Classified	Floor Technician	NEW FY18	Filled	03-05-18
Custodial	758502	CONT BOND FY17	Classified	Lead Custodian	New for FY17	Filled	11-01-17
Custodial	765502	CONT BOND FY17	Classified	Lead Custodian	New for FY17	Filled	11-01-17
Custodial	779502	CONT BOND FY17	Classified	Lead Custodian	New for FY17	Filled	11-06-17
Custodial	753502	CONT	Classified	Lead Custodian	06-30-17	Filled	12-05-17
Custodial	701502	CONT	Classified	Lead Custodian	07-18-17	Filled	01-03-18
Custodial	780502	CONT BOND FY17	Classified	Floor Technician	New for FY17	Filled	09-05-17
Distribution Center	702583	CONT	Classified	General Services Technician	10-31-17	Filled	03-05-18
Fac Planning and Construction	730501	NEW-BOND FY18	Classified	Facilities, Planning and Construction Accounts Assistant	NEW FY18	Filled	01-16-18
Fac Planning and Construction	708501	CONT	Prof/Tech Support Non-Exempt	Fac Plng and Cons Sp Mngmnt Spec	10-09-17	Filled	04-02-18
Facilities Operations and Maintenance	709501	CONT	Classified	Administrative Assistant	08-22-17	Filled	12-04-17
Facilities Operations and Maintenance	700037	CONT	Classified	Secretary	08-22-17	Filled	12-04-17
Facility Maintenance	716499	CONT BOND FY17	Classified	Campus Facility Manager	New for FY17	Filled	09-05-17
Facility Maintenance	717499	CONT BOND FY17	Prof/Tech Support Exempt	Campus Facility Manager	New for FY17	Filled	01-03-18
Facility Maintenance	717499	CONT	Prof/Tech Support Exempt	Campus Facility Manager	01-03-18	Filled	03-19-18
Facility Maintenance	733499	CONT BOND FY17	Classified	Carpenter	New for FY17	Filled	03-05-18
Facility Maintenance	739499	CONT BOND FY17	Prof/Tech Support Non-Exempt	Construction Supervisor	New for FY17	Filled	11-13-17
Facility Maintenance	739499	CONT BOND FY17	Prof/Tech Support Non-Exempt	Construction Supervisor	New for FY17	Filled	03-19-18
Facility Maintenance	724499	CONT BOND FY17	Classified	Electrician	New for FY17	Filled	11-01-17
Facility Maintenance	723499	CONT BOND FY17	Classified	Electrician	New for FY17	Filled	12-04-17
Facility Maintenance	702515	CONT	Classified	Electrician	11-01-17	Filled	03-19-18
Facility Maintenance	725499	CONT BOND FY17	Classified	Electrician	New for FY17	Filled	04-09-18
Facility Maintenance	737499	CONT BOND FY17	Classified	Energy Technician	New for FY17	Filled	11-06-17
Facility Maintenance	738499	CONT BOND FY17	Classified	Energy Technician	New for FY17	Filled	11-01-17

Positions Filled - EXHIBIT A

South Texas College

Positions Filled in FY 2017 - 2018

As of May 3, 2018

Hired

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
Facility Maintenance	729499	CONT BOND FY17	Classified	Locksmith	New for FY17	Filled	03-05-18
Facility Maintenance	734499	CONT BOND FY17	Classified	Maintenance Assistant	New for FY17	Filled	10-02-17
Facility Maintenance	735499	CONT BOND FY17	Classified	Maintenance Assistant	New for FY17	Filled	10-16-17
Facility Maintenance	736499	CONT BOND FY17	Classified	Maintenance Assistant	New for FY17	Filled	10-16-17
Facility Maintenance	719499	CONT BOND FY17	Classified	Maintenance Technician	New for FY17	Filled	12-04-17
Facility Maintenance	720499	CONT BOND FY17	Classified	Maintenance Technician	New for FY17	Filled	01-03-18
Facility Maintenance	722499	CONT BOND FY17	Classified	Maintenance Technician	New for FY17	Filled	04-02-18
Facility Maintenance	714499	CONT	Classified	Maintenance Technician	02-24-17	Filled	04-02-18
Facility Maintenance	726499	CONT BOND FY17	Classified	Plumber	New for FY17	Filled	02-12-18
Facility Maintenance	727499	CONT BOND FY17	Classified	Plumber	New for FY17	Filled	03-05-18
Facility Maintenance	711499	CONT	Classified	Staff Secretary	12-04-17	Filled	04-02-18
Facility Maintenance	718499	CONT BOND FY17	Classified	Warehouse Technician	New for FY17	Filled	10-09-17
Finance and Administrative Services	702360	CONT	Classified	Executive Administrative Assistant	01-31-17	Filled	12-01-17
Human Resources	704240	CONT	Administrative Exempt	Assistant Director of Human Resources	09-01-14	Filled	09-10-17
Human Resources	715240	CONT	Prof/Tech Support Non-Exempt	Benefits Specialist	08-04-17	Filled	09-11-17
Human Resources	702240	CONT	Classified	Payroll Assistant - Human Resources	10-16-17	Filled	04-03-18
Human Resources	726240	CONT BOND FY17	Classified	Human Resources Assistant	New for FY17	Filled	04-09-18
Human Resources	716240	CONT	Prof/Tech Support Non-Exempt	Human Resources Staffing Specialist/Evaluator	07-03-17	Filled	10-02-17
Purchasing	726580	CONT	Prof/Tech Support Non-Exempt	Purchasing Specialist	09-01-16	Filled	09-18-17
Purchasing	707580	CONT	Prof/Tech Support Exempt	Buyer	01-24-17	Filled	09-18-17
Safety and Security	773514	CONT BOND FY17	Classified	Security Guard	New for FY17	Filled	09-11-17
Safety and Security	743514	CONT BOND FY17	Classified	Security Guard	New for FY17	Filled	09-11-17
Safety and Security	718514	CONT	Classified Non-Exempt	Security Guard	01-03-18	Filled	04-02-18
Safety and Security	738514	CONT	Prof/Tech Support Non-Exempt	Security Guard Specialist	09-01-15	Filled	01-11-18
Safety and Security	735514	CONT	Classified	Security Guard Specialist	08-17-17	Filled	02-05-18
Safety and Security	763514	CONT BOND FY17	Prof/Tech Support Non-Exempt	Security Support Specialist	New for FY17	Filled	10-02-17
Student Transportation Services	705359	NEW FY18	Classified	Bus Driver	NEW FY18	Filled	01-08-18
Student Transportation Services	704359	NEW FY18	Classified	Bus Driver	NEW FY18	Filled	01-16-18
Student Transportation Services	707359	NEW FY18	Classified	Bus Driver	NEW FY18	Filled	01-16-18
Student Transportation Services	703359	NEW FY18	Classified	Bus Driver	NEW FY18	Filled	02-01-18
Student Transportation Services	702359	NEW FY18	Classified	Bus Driver	NEW FY18	Filled	02-01-18
Student Transportation Services	701359	NEW FY18	Classified	Bus Driver	NEW FY18	Filled	01-08-18
Information Services, Planning and Strategic Initiatives							
Applications Development-Instruction	703395	CONT	Prof/Tech Support Exempt	Applications Analyst I	12-01-17	Filled	02-20-18
Applications Development-Instruction	702393	CONT	Prof/Tech Support Exempt	Applications Analyst II	12-01-17	Filled	05-01-18
Applications Development-Instruction	712393	CONT	Prof/Tech Support Exempt	Systems and Networking Manager	FY18 Position Chng	Filled	04-02-18
Centers for Learning Excellence	704423	CONT	Prof/Tech Support Exempt	Learning Support Manager	07-31-17	Filled	12-01-17
Centers for Learning Excellence	721423	CONT	Prof/Tech Support Exempt	Coordinator of Campus Center for Learning Excellence	07-03-17	Filled	11-13-17

Positions Filled - EXHIBIT A

South Texas College

Positions Filled in FY 2017 - 2018

As of May 3, 2018

Hired

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
Centers for Learning Excellence	705423	CONT	Classified	Student Learning Assistant	FY18 Position Chng	Filled	03-19-18
Centers for Learning Excellence	720426	CONT	Classified	Student Learning Assistant	FY18 Position Chng	Filled	05-01-18
Client Services	710391	CONT	Prof/Tech Support Non-Exempt	Client Services Specialist	08-01-17	Filled	10-05-17
Educational Technologies	700186	CONT	Classified	Educational Technologies Assistant I	04-28-17	Filled	10-16-17
Educational Technologies	712271	CONT BOND FY17	Classified	Educational Technologies Assistant I	New for FY17	Filled	11-01-17
Educational Technologies	700085	CONT	Classified	Educational Technologies Assistant I	08-22-17	Filled	10-16-17
Educational Technologies	715271	CONT BOND FY17	Classified	Educational Technologies Assistant I	New for FY17	Filled	01-16-18
Educational Technologies	713271	CONT BOND FY17	Classified	Educational Technologies Assistant I	New for FY17	Filled	01-03-18
Educational Technologies	706102	CONT	Classified	Educational Technologies Assistant I	08-24-17	Filled	04-02-18
Educational Technologies	718271	CONT BOND FY17	Classified	Educational Technologies Assistant II	New for FY17	Filled	11-01-17
Educational Technologies	717271	CONT BOND FY17	Classified	Educational Technologies Assistant II	New for FY17	Filled	11-06-17
Educational Technologies	720271	CONT BOND FY17	Prof/Tech Support Exempt	Project Manager - Educational Technologies	New for FY17	Filled	10-16-17
Information Services and Planning	729101	CONT	Prof/Tech Support Exempt	Project Manager - Inst. Res. Effe. & Stra. &Pl.	01-01-16	Filled	01-22-18
Infrastructure	704393	CONT	Prof/Tech Support Exempt	Applications Analyst II	10-31-14	Filled	11-01-17
Instruction	700194	CONT	Prof/Tech Support Exempt	Service Delivery Manager	FY17 Position Chng	Filled	11-01-17
Learning Commons and Open Labs	715102	CONT	Classified	Open Lab Technician	08-21-17	Filled	12-04-17
Learning Commons and Open Labs	723397	CONT BOND FY17	Classified	Open Lab Technician	FY17 Position Chng	Filled	09-04-17
Learning Commons and Open Labs	719397	CONT BOND FY17	Classified	Open Lab Technician	FY17 Position Chng	Filled	09-05-17
Learning Commons and Open Labs	721397	CONT BOND FY17	Classified	Open Lab Technician	FY17 Position Chng	Filled	09-05-17
Learning Commons and Open Labs	701271	CONT	Classified	Open Lab Technician	08-21-17	Filled	12-04-17
Learning Commons and Open Labs	700073	CONT	Classified	Open Lab Technician	11-01-17	Filled	02-12-18
Learning Commons and Open Labs	703397	CONT	Classified	Open Lab Technician	09-01-17	Filled	04-09-18
Learning Commons and Open Labs	714102	CONT	Classified	Open Lab Technician	09-01-17	Filled	04-02-18
Learning Commons and Open Labs	716397	CONT BOND FY17	Prof/Tech Support Non-Exempt	Technology Specialist	FY17 Position Chng	Filled	09-11-17
Learning Commons and Open Labs	726397	NEW FY18	Prof/Tech Support Non-Exempt	Technology Specialist	NEW FY18	Filled	12-01-17
Learning Commons and Open Labs	717397	CONT BOND FY17	Prof/Tech Support Non-Exempt	Open Labs Analyst	New for FY17	Filled	10-16-17
Library Acquisitions	701104	NEW FY18	Prof/Tech Support Exempt	Learning Support Systems and Applications Analyst	NEW FY18	Filled	02-05-18
Library Acquisition	722101	CONT	Administrative	Librarian III - Collection Management and Acquisitions	01-17-17	Filled	12-11-17
Library Acquisition	700009	CONT	Classified	Library Technical Services Technician	07-06-17	Filled	10-09-17
Library Public Services	744101	NEW FY18	Prof/Tech Support Exempt	Librarian I - Public Services	NEW FY18	Filled	02-05-18
Library Public Services	731101	CONT	Prof/Tech Support Exempt	Librarian III	07-31-14	Filled	10-04-17
Library Services	702101	CONT	Administrative	Dean of Library and Learning Support Services	09-21-17	Filled	04-01-18
Office of Strategic Initiatives	704170	CONT	Prof/Tech Support Non-Exempt	Project Management Analyst I	11-28-16	Filled	03-05-18
Research and Analytical Services	705170	CONT	Prof/Tech Support Exempt	Institutional Research Analyst	06-05-17	Filled	10-02-17
Research and Analytical Services	700271	CONT	Prof/Tech Support Exempt	Qualitative Researcher	09-29-17	Filled	03-01-18
Systems and Networking	700263	CONT	Classified	Systems Specialist	06-15-17	Filled	12-01-17
Technology Support	718392	CONT BOND FY17	Prof/Tech Support Non-Exempt	Computer Services Specialist	New for FY17	Filled	11-01-17
Technology Support	717392	CONT BOND FY17	Prof/Tech Support Non-Exempt	Computer Services Specialist	New for FY17	Filled	11-06-17
Technology Support	715392	CONT	Prof/Tech Support Non-Exempt	Computer Services Specialist	07-14-17	Filled	11-15-17

Positions Filled - EXHIBIT A

South Texas College

Positions Filled in FY 2017 - 2018

As of May 3, 2018

Hired

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
Technology Support	716392	CONT BOND FY17	Prof/Tech Support Non-Exempt	Computer Services Specialist	New for FY17	Filled	11-13-17
TR PM Risk and Security	719395	CONT	Prof/Tech Support Exempt	Information Security Analyst	09-01-15	Filled	09-01-17
Division of Nursing and Allied Health							
Emergency Medical Technology	701555	CONT	Prof/Tech Support Non-Exempt	Licensed Lab Assistant - EMT	05-15-14	Filled	05-01-18
Pharmacy Technology	701562	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Registered Lab Assistant - Pharmacy	NEW FY18	Filled	02-05-18
Radiologic Technology	703557	CONT	Classified	Faculty Secretary	05-31-17	Filled	10-02-17
TR PM Risk and Security	701171	CONT	Prof/Tech Support Exempt	Project Manager - Information Technology	09-01-15	Filled	04-02-18
Office of the President							
CPWE - State	704587	CONT	Classified	Customer Service Technician	06-30-17	Filled	12-04-17
CPWE - State	716590	CONT	Prof/Tech Support Exempt	Program Developer and Coordinator	11-30-10	Filled	09-05-17
CPWE - State	718590	CONT	Prof/Tech Support Exempt	Program Developer and Coordinator	09-01-00	Filled	05-01-18
Grant Development, Management, and Compliance	700316	CONT	Prof/Tech Support Exempt	Grant Development Officer	06-22-15	Filled	09-05-17
Public Relations/Marketing	707462	CONT	Prof/Tech Support Non-Exempt	Coordinator of Public Relations	07-10-16	Filled	11-13-17
Public Relations/Marketing	726462	NEW FY18	Prof/Tech Support Exempt	Marketing Manager	NEW FY18	Filled	06-04-18
Student Affairs and Enrollment Management							
Admissions and Records	724612	NEW FY18	Prof/Tech Support Non-Exempt	Admissions Specialist	NEW FY18	Filled	04-02-18
Admissions & Records	700020	CONT	Classified	Admissions Technician	11-14-17	Filled	10-09-17
Admissions and Records	723612	CONT BOND FY17	Prof/Tech Support Non-Exempt	Admissions Specialist	New for FY17	Filled	01-16-18
Advising	708332	CONT	Prof/Tech Support Non-Exempt	Advisor	09-01-17	Filled	10-02-17
Advising	700081	CONT	Prof/Tech Support Non-Exempt	Advisor	11-03-17	Filled	03-01-18
Advising	717332	CONT	Prof/Tech Support Non-Exempt	Advisor	09-01-17	Filled	03-05-18
College Connections	706610	CONT	Classified	Administrative Assistant	12-01-17	Filled	04-09-18
College Connections	702461	NEW FY18	Prof/Tech Support Non-Exempt	Admissions Specialist	NEW FY18	Filled	12-01-17
College Connections	709190	CONT	Prof/Tech Support Non-Exempt	College Connection Specialist/Recruiter	04-03-17	Filled	12-04-17
College Connections	709461	NEW FY18	Prof/Tech Support Non-Exempt	Student Services Specialist I	NEW FY18	Filled	01-03-18
Counseling and Disability Services	700336	CONT BOND FY17	Prof/Tech Support Exempt	Counselor	New for FY17	Filled	10-16-17
Dual2Degree	724610	NEW FY18	Classified	Administrative Assistant	NEW FY18	Filled	11-17-17
Dual2Degree	711610	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	02-03-17	Filled	10-16-17
Dual2Degree	703610	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	08-04-17	Filled	10-02-17
Dua2Degree	700134	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	11-30-17	Filled	03-19-18
External Affairs	702144	NEW FY18	Classified	Administrative Assistant	NEW FY18	Filled	12-04-17
Special Programs	708192	NEW FY18	Classified	Administrative Assistant	NEW FY18	Filled	04-02-18
Student Financial Services	730440	NEW FY18	Prof/Tech Support Non-Exempt	Financial Aid Specialist	NEW FY18	Filled	11-01-17
Student Financial Services	708440	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	03-01-17	Filled	03-05-18
Student Financial Services	714440	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	03-01-17	Filled	02-06-18
Student Financial Services	726440	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	01-03-18	Filled	04-02-18
Student Financial Services	728440	CONT BOND FY17	Prof/Tech Support Non-Exempt	Veterans Affairs Certifying Official	New for FY17	Filled	01-03-18
Student Financial Services	727440	CONT BOND FY17	Prof/Tech Support Non-Exempt	Veterans Affairs Certifying Official	New for FY17	Filled	01-08-18

Vacant Positions - New - Exhibit B

South Texas College

NEW Vacant Full-Time Regular Positions Approved for FY 2017 - 2018

New Positions

As of May 3, 2018

Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 7)	Position Status	Proposed Hire Date
Academic Advancement							
High School Programs & Services	706285	NEW FY18	Classified	Administrative Assistant	3a	Re-advertised	07-23-18
Division of Math, Science and Bachelor Programs							
BAT/BAS	702293	NEW FY18	Prof/Tech Support Exempt	Academic Coach	4	Screening in Progress	06-18-18
Biology	706204	NEW-BOND FY18	Classified	Faculty Secretary	4	Screening in Progress	06-18-18
Chemistry	703200	NEW-BOND FY18	Classified	Faculty Secretary	5	Recommendation in Progress	05-21-18
Division of Business, Public Safety and Technology							
Fire Science	701312	NEW-BOND FY18	Classified	Faculty Secretary	1	Pending Requisition	08-20-18
Fire Science	702312	NEW-BOND FY18	Classified	Lab Assistant – Fire Science	1	Pending Requisition	08-20-18
Division of Nursing and Allied Health							
Nursing & Allied Health	713557	NEW FY18	Prof/Tech Support Non-Exempt	Advisor	2	Requisition in Progress	08-20-18
Nursing & Allied Health	714557	NEW FY18	Prof/Tech Support Non-Exempt	Student Success Specialist	4	Screening in Progress	06-18-18
Nursing & Allied Health	715557	NEW-BOND FY18	Classified	Faculty Secretary	5	Recommendation in Progress	05-21-18
Nursing & Allied Health	716557	NEW-BOND FY18	Classified	Faculty Secretary	4	Screening in Progress	06-18-18
Nursing & Allied Health	717557	NEW-BOND FY18	Classified	Faculty Secretary	1	Pending Requisition	08-20-18
Nursing & Allied Health	720557	NEW-BOND FY18	Classified	Lab Assistant - NAH	1	Pending Requisition	08-20-18
Nursing & Allied Health	718557	NEW-BOND FY18	Classified	Secretary	1	Pending Requisition	08-20-18
Nursing & Allied Health	719557	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Simulation Network Specialist	4	Screening in Progress	06-18-18
Finance and Administrative Services							
Business Office	760184	NEW FY18	Prof/Tech Support Exempt	Budget Manager	4	Screening in Progress	06-18-18
Campus Police	700516	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Dispatch Supervisor	5	Recommendation in Progress	05-21-18
Campus Police	701516	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Police Officer	5	Recommendation in Progress	05-21-18
Campus Police	702516	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Police Officer	4	Screening in Progress	06-18-18
Cashiers Office	757184	NEW-BOND FY18	Classified	Accounting Assistant	5	Recommendation in Progress	05-21-18
Cashiers Office	758184	NEW-BOND FY18	Classified	Administrative Assistant	4	Screening in Progress	06-18-18
Cashiers Office	755184	NEW-BOND FY18	Classified	Cashier	3a	Re-advertised	07-23-18
Custodial	702503	NEW-BOND FY18	Classified	Custodian	4	Screening in Progress	06-18-18
Custodial	700503	NEW-BOND FY18	Classified	Custodian	4	Screening in Progress	06-18-18
Custodial	701503	NEW-BOND FY18	Classified	Custodian	4	Screening in Progress	06-18-18
Custodial	705503	NEW-BOND FY18	Classified	Floor Technician	3a	Re-advertised	07-23-18
Custodial	704503	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Lead Custodian	3a	Re-advertised	07-23-18
Facility Operations and Maintenance	729501	NEW-BOND FY18	Prof/Tech Support Exempt	Environmental Health and Safety Manager	5	Recommendation in Progress	05-21-18

Legend-Tiered steps in Hiring Process
1 - Pending Requisition
2 - Requisition in Progress
3 - Advertised
3a - Re-Advertised
4 - Screening in Progress
5 - Recommendation in Progress

Vacant Positions - New - Exhibit B

South Texas College

NEW Vacant Full-Time Regular Positions Approved for FY 2017 - 2018

New Positions

As of May 3, 2018

Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 7)	Position Status	Proposed Hire Date
Facility Operations and Maintenance	728501	NEW-BOND FY18	Prof/Tech Support Exempt	Events Manager	5	Recommendation in Progress	05-21-18
Office of Human Resources	727240	NEW-BOND FY18	Prof/Tech Support Exempt	Coordinator of Staffing & Recruiting	2	Requisition in Progress	08-20-18
Office of Human Resources	731240	NEW-BOND FY18	Classified	HR Secretary	4	Screening in Progress	06-18-18
Office of Human Resources	732240	NEW-BOND FY18	Prof/Tech Support Non-Exempt	HR Systems Specialist	4	Screening in Progress	06-18-18
Office of Human Resources	730240	NEW-BOND FY18	Classified	HR Technician	4	Screening in Progress	06-18-18
Office of Human Resources	733240	NEW-BOND FY18	Prof/Tech Support Exempt	Training and Development Manager	1	Pending Requisition	08-20-18
Safety and Security	786514	NEW-BOND FY18	Prof/Tech Support Exempt	Safety and Security Manager	5	Recommendation in Progress	05-21-18
Student Transportation Services	708359	NEW FY18	Classified	Bus Driver	2	Requisition in Progress	08-20-18
Student Transportation Services	709359	NEW FY18	Classified	Bus Driver	5	Recommendation in Progress	05-21-18
Information Services, Planning and Strategic Initiatives							
Educational Technologies	721271	NEW-BOND FY18	Prof/Tech Support Exempt	Audio Visual Systems Designer	4	Screening in Progress	06-18-18
Educational Technologies	723271	NEW-BOND FY18	Prof/Tech Support Exempt	Coordinator of Special Events	5	Recommendation in Progress	05-21-18
Learning Commons and Open Labs	725397	NEW FY18	Prof/Tech Support Exempt	Coordinator of Open Labs Logistics	3	Requisition in Progress	08-20-18
Office of the President							
Grant Development, Management and Compliance	702420	NEW FY18	Prof/Tech Support Exempt	Development Officer - Foundation/Corporate Outreach	1	Pending Requisition	08-20-18
Student Affairs and Enrollment Management							
Student Affairs & Enrollment Management	725612	NEW FY18	Prof/Tech Support Exempt	Project Manager - SAEM	4	Screening in Progress	06-18-18
Student Rights and Responsibilities	708191	NEW FY18	Classified	Administrative Assistant	1	Pending Requisition	08-20-18

Legend-Tiered steps in Hiring Process
1 - Pending Requisition
2 - Requisition in Progress
3 - Advertised
3a - Re-Advertised
4 - Screening in Progress
5 - Recommendation in Progress

Vacant Positions - Continuing EXHIBIT C

South Texas College

Vacant - Continuing Full-Time Regular Positions

Vacant Positions - Continuing

As of May 3, 2018

Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date
Academic Advancement								
Curriculum and Student Learning	701283	CONT	Administrative	Associate Dean of Curriculum and Student Learning	FY18 Position Chng	1	Pending Requisition	08-20-18
High School Programs and Services	702203	CONT	Classified	Secretary	01-04-18	5	Recommendation in Progress	05-21-18
Professional & Organizational Dev	702352	CONT	Administrative	Associate Dean Professional & Organizational Dev	01-06-17	1	Pending Requisition	08-20-18
Professional & Organizational Dev	701352	CONT	Prof/Tech Support Non-Exempt	Professional Development Manager	FY18 Position Chng	3a	Re-Advertised	07-23-18
Professional & Organizational Dev	703352	CONT	Prof/Tech Support Non-Exempt	Professional Development Trainer	07-22-16	1	Pending Requisition	08-20-18
Academic Affairs								
Academic Affairs	703279	CONT	Executive	Vice President for Academic Affairs	08-31-13	1	Pending Requisition	08-20-18
Distance Learning	702279	CONT	Administrative	Dean of Distance Learning	02-02-17	3a	Re-Advertised	07-23-18
Distance Learning	701276	CONT	Prof/Tech Support Exempt	Distance Learning Media Manager	02-01-18	1	Pending Requisition	08-20-18
Mid Valley Campus	702269	CONT	Classified	Faculty Secretary	02-08-18	4	Screening in Progress	06-18-18
Mid Valley Campus	701269	CONT BOND FY17	Prof/Tech Support Non-Exempt	Student Services Specialist II	New BOND FY17	1	Pending Requisition	08-20-18
Division of Business, Public Safety and Technology								
Health Information	700555	CONT	Classified	Faculty Secretary	11-17-17	1	Pending Requisition	08-20-18
HVACR	701300	CONT	Classified	Lab Assistant - HVACR	10-01-17	4	Screening in Progress	06-18-18
Welding	707415	CONT	Classified	Lab Assistant - Welding	New for FY16	4	Screening in Progress	06-18-18
Division of Liberal Arts and Social Sciences								
Division of Liberal Arts and Social Sciences	702426	CONT	Classified	Developmental Lab Technician	07-13-12	1	Pending Requisition	08-20-18
Division of Liberal Arts and Social Sciences	712150	CONT BOND FY17	Prof/Tech Support Non-Exempt	Student Success Specialist	New BOND FY17	4	Screening in Progress	06-18-18
Division of Liberal Arts and Social Sciences	713150	CONT BOND FY17	Prof/Tech Support Non-Exempt	Student Success Specialist	New BOND FY17	5	Recommendation in Progress	05-21-18
MV-Child Care and Development	708137	CONT	Prof/Tech Support Non-Exempt	Assistant Childcare Center Manager	08-08-17	4	Screening in Progress	06-18-18
Speech	701228	CONT BOND FY17	Classified	Speech Lab Technician	New BOND FY17	2	Requisition in Progress	08-20-18
Division of Math, Science and Bachelor Programs								
Division of Math, Science and Bachelor Programs	701298	CONT	Prof/Tech Support Exempt	Project Manager- MSB	FY18 Position Chng	4	Screening in Progress	06-18-18
Division of Nursing and Allied Health								
Division of Nursing and Allied Health	708557	CONT BOND FY17	Classified	Faculty Secretary	New BOND FY17	4	Screening in Progress	06-18-18
Division of Nursing and Allied Health	710557	CONT BOND FY17	Classified	Faculty Secretary	New BOND FY17	5	Recommendation in Progress	05-21-18
Division of Nursing and Allied Health	707557	CONT BOND FY17	Classified	Lab Asst - NAH	New BOND FY17	4	Screening in Progress	06-18-18
Division of Nursing and Allied Health	709557	CONT BOND FY17	Classified	Lab Asst - NAH	New BOND FY17	4	Screening in Progress	06-18-18
Division of Nursing and Allied Health	700164	CONT	Prof/Tech Support Non-Exempt	Senior Administrative Assistant	01-31-16	4	Screening in Progress	06-18-18
Division of Nursing and Allied Health	700012	CONT	Classified	Faculty Secretary	02-01-18	4	Screening in Progress	06-18-18
Pharmacy Technology	715272	CONT	Classified	Faculty Secretary	10-02-17	1	Pending Requisition	08-20-18
Radiologic Technology	703557	CONT	Classified	Faculty Secretary	05-14-18	1	Pending Requisition	08-20-18
Finance and Administrative Services								
Accountability, Risk, and Compliance	706160	CONT	Prof/Tech Support Exempt	Compliance Coordinator	New FY17	1	Pending Requisition	08-20-18
Business Office	791184	CONT	Prof/Tech Support Non-Exempt	Accountant	04-10-18	4	Screening in Progress	06-18-18
Business Office	792184	CONT	Classified	Accounting Assistant	11-01-17	1	Pending Requisition	08-20-18

Legend-Tiered steps in Hiring Process
1 - Pending Requisition
2 - Requisition in Progress
3 - Advertised
3a - Re-Advertised
4 - Screening in Progress
5 - Recommendation in Progress

Vacant Positions - Continuing EXHIBIT C

South Texas College

Vacant - Continuing Full-Time Regular Positions

Vacant Positions - Continuing

As of May 3, 2018

Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date
Business Office	798184	CONT	Classified	Accounting Assistant	03-01-18	5	Recommendation in Progress	05-21-18
Business Office	751184	CONT	Prof/Tech Support Non-Exempt	Accounting Specialist	01-23-18	5	Recommendation in Progress	05-21-18
Business Office	734184	CONT	Prof/Tech Support Non-Exempt	Accounting Specialist	02-16-18	5	Recommendation in Progress	05-21-18
Business Office	733184	CONT	Prof/Tech Support Exempt	Accounting Group Manager	10-27-17	4	Screening in Progress	06-18-18
Business Office	705184	CONT	Classified	Payroll Assistant	03-01-18	4	Screening in Progress	06-18-18
Campus Police	714514	CONT	Prof/Tech Support Non-Exempt	Police Officer	04-06-18	4	Screening in Progress	06-18-18
Cashiers Office	739184	CONT	Prof/Tech Support Exempt	Business System Analyst	Frozen in FY14 & FY15	4	Screening in Progress	06-18-18
Cashiers Office	715184	CONT	Classified	Cashier	10-02-17	4	Screening in Progress	06-18-18
Cashiers Office	700050	CONT	Classified	Cashier	01-08-18	4	Screening in Progress	06-18-18
Cashiers Office	711184	CONT	Classified	Cashier	04-02-18	2	Requisition in Progress	08-20-18
Central Receiving	707584	CONT	Classified	Fixed Assets and Receiving Technician	12-04-17	4	Screening in Progress	06-18-18
Central Receiving	712584	CONT	Classified	Fixed Assets and Receiving Technician	03-01-18	4	Screening in Progress	06-18-18
Custodial	703502	CONT	Classified	Custodian	05-31-17	4	Screening in Progress	06-18-18
Custodial	775502	CONT BOND FY17	Classified	Custodian	New BOND FY17	4	Screening in Progress	06-18-18
Custodial	784502	CONT BOND FY17	Classified	Custodian	New BOND FY17	5	Recommendation in Progress	05-21-18
Custodial	755502	CONT BOND FY17	Classified	Custodian	New BOND FY17	3a	Advertised	07-23-18
Custodial	757502	CONT BOND FY17	Classified	Custodian	New BOND FY17	4	Screening in Progress	06-18-18
Custodial	727502	CONT	Classified	Custodian	06-04-17	4	Screening in Progress	06-18-18
Custodial	700502	CONT	Classified	Custodian	11-06-17	4	Screening in Progress	06-18-18
Custodial	707502	CONT	Classifed	Custodian	04-16-18	3	Advertised	07-23-18
Custodial	708502	CONT	Classifed	Custodian	04-27-18	3	Advertised	07-23-18
Custodial	791502	CONT BOND FY17	Classified	Floor Technician	New BOND FY17	5	Recommendation in Progress	05-21-18
Custodial	792502	CONT BOND FY17	Classified	Floor Technician	New BOND FY17	4	Screening in Progress	06-18-18
Custodial	789502	CONT BOND FY17	Classified	Floor Technician	New BOND FY17	4	Screening in Progress	06-18-18
Custodial	778502	CONT BOND FY17	Classified	Lead Custodian	New BOND FY17	5	Recommendation in Progress	05-21-18
Fac Planning & Construction	700501	CONT	Prof/Tech Support Non-Exempt	Coordinator of Facilities, Planning, and Construction Accounts	01-08-18	4	Screening in Progress	06-18-18
Fac Planning & Construction	707501	CONT	Prof/Tech Support Exempt	Senior Facilities Plan & Const Project Manager	05-31-16	4	Screening in Progress	06-18-18
Facilities Planning and Construction	721501	CONT BOND FY17	Administrative	Assistant Director Facilities Planning & Cons	New BOND FY17	2	Requisition in Progress	08-20-18
Facilities Planning and Construction	722501	CONT BOND FY17	Prof/Tech Support Exempt	Facil Plng and Constr Project Manager	New BOND FY17	4	Screening in Progress	06-18-18
Facilities Planning and Construction	723501	CONT BOND FY17	Classified	Facil Plng and Constr Project Technician	New BOND FY17	5	Recommendation in Progress	05-21-18
Facilities Planning and Construction	725501	CONT BOND FY17	Prof/Tech Support Non-Exempt	Technical Facilities Specialist	New BOND FY17	1	Pending Requisition	08-20-18
Facility Maintenance	740499	CONT BOND FY17	Administrative	Assistant Director of Custodial Support Svs	New BOND FY17	2	Requisition in Progress	08-20-18
Facility Maintenance	732499	CONT BOND FY17	Classified	Carpenter	New BOND FY17	3a	Re-Advertised	07-23-18
Facility Maintenance	704499	CONT	Classified	Maintenance Assistant	11-01-17	5	Recommendation in Progress	05-21-18
Facility Maintenance	734499	CONT	Classified	Maintenance Assistant	01-03-18	5	Recommendation in Progress	05-21-18
Facility Maintenance	721499	CONT BOND FY17	Classified	Maintenance Technician	New BOND FY17	5	Recommendation in Progress	05-21-18
Facility Maintenance	700515	CONT	Classified	Maintenance Technician	3/8/2018	3a	Re-Advertised	07-23-18
Facility Maintenance	710501	CONT	Prof/Tech Support Exempt	Operations Energy Manager	03-31-16	4	Screening in Progress	06-18-18

Legend-Tiered steps in Hiring Process
1 - Pending Requisition
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Vacant Positions - Continuing EXHIBIT C

South Texas College

Vacant - Continuing Full-Time Regular Positions

Vacant Positions - Continuing

As of May 3, 2018

Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date
Facility Maintenance	731499	CONT BOND FY17	Classified	Painter	New BOND FY17	3a	Re-Advertised	07-23-18
Facility Maintenance	730499	CONT BOND FY17	Classified	Painter	New BOND FY17	3a	Re-Advertised	07-23-18
Facility Maintenance	728499	CONT BOND FY17	Classified	Plumber	New BOND FY17	4	Screening in Progress	06-18-18
Finance and Administrative Services	703360	CONT	Prof/Tech Support Non-Exempt	FAS Support Specialist	05-18-17	4	Screening in Progress	06-18-18
Human Resources	706240	CONT	Classified	Administrative Assistant	05-01-18	3	Advertised	07-23-18
Human Resources	703240	CONT	Administrative	Employee Relations Officer	09-11-17	4	Screening in Progress	06-18-18
Human Resources	724240	CONT	Prof/Tech Support Non-Exempt	Human Resources Specialist - Employee Relations	New for FY16	4	Screening in Progress	06-18-18
Human Resources	719240	CONT BOND FY17	Prof/Tech Support Non-Exempt	Human Resources Staffing Specialist	New BOND FY17	4	Screening in Progress	06-18-18
Purchasing	725580	CONT	Prof/Tech Support Exempt	Contracts Manager	09-01-15	4	Screening in Progress	06-18-18
Purchasing	728580	CONT	Prof/Tech Support Exempt	Specifications Writer	New for FY16	4	Screening in Progress	06-18-18
Safety and Security	708514	CONT	Prof/Tech Support Non-Exempt	Safety Support Specialist	11-01-17	5	Recommendation in Progress	05-21-18
Safety and Security	755514	CONT	Classified	Security Guard	08-31-16	1	Pending Requisition	08-20-18
Safety and Security	744514	CONT	Classified Non-Exempt	Security Guard	09-29-17	1	Pending Requisition	08-20-18
Safety and Security	772514	CONT	Classified Non-Exempt	Security Guard	11-22-17	5	Recommendation in Progress	05-21-18
Safety and Security	770514	CONT	Classified Non-Exempt	Security Guard	12-13-17	5	Recommendation in Progress	05-21-18
Safety and Security	754514	CONT	Classified Non-Exempt	Security Guard	01-11-18	4	Screening in Progress	06-18-18
Safety and Security	760514	CONT	Classified Non-Exempt	Security Guard	01-24-18	5	Recommendation in Progress	05-21-18
Safety and Security	779514	CONT	Classified Non-Exempt	Security Guard	01-31-18	5	Recommendation in Progress	05-21-18
Safety and Security	780514	CONT	Classified Non-Exempt	Security Guard	03-18-18	1	Pending Requisition	08-20-18
Safety and Security	748514	CONT	Classified Non-Exempt	Security Guard	03-24-18	4	Screening in Progress	06-18-18
Safety and Security	709514	CONT	Prof/Tech Support Non-Exempt	Security Support Specialist	02-04-18	4	Screening in Progress	06-18-18
Information Services, Planning and Strategic Initiatives								
Applications Development-Instruction	703395	CONT	Prof/Tech Support Exempt	Applications Analyst I	05-01-18	2	Requisition in Progress	08-20-18
Applications Development-Instruction	709393	CONT	Prof/Tech Support Exempt	Applications Analyst III	11-09-17	4	Screening in Progress	06-18-18
Applications Development-Instruction	710395	CONT	Prof/Tech Support Non-Exempt	Applications Specialist	03-09-18	4	Screening in Progress	06-18-18
Applications Development-Instruction	700062	CONT	Prof/Tech Support Exempt	Business Analyst	11-01-17	4	Screening in Progress	06-18-18
Applications Development-Instruction	705393	CONT	Prof/Tech Support Non-Exempt	Reporting Analyst I	FY18 Position Chng	4	Screening in Progress	06-18-18
Applications Development-Instruction	701392	CONT	Prof/Tech Support Exempt	Project Management Analyst	04-02-18	4	Screening in Progress	06-18-18
Centers for Learning Excellence	705423	CONT	Classified	Student Learning Assistant	FY18 Position Chng	1	Pending Requisition	08-20-18
Client Services	703394	CONT BOND FY17	Prof/Tech Support Exempt	Client Services Analyst I	New BOND FY17	1	Pending Requisition	08-20-18
Client Services	715393	CONT	Prof/Tech Support Exempt	Client Services Analyst I	FY18 Position Chng	1	Pending Requisition	08-20-18
Client Services	798391	CONT	Prof/Tech Support Non-Exempt	Client Services Analyst II	FY18 Position Chng	1	Pending Requisition	08-20-18
Client Services	710391	CONT	Prof/Tech Support Non-Exempt	Client Services Specialist	01-09-18	4	Screening in Progress	06-18-18
Educational Technologies	719271	CONT BOND FY17	Prof/Tech Support Non-Exempt	Digital Signage/Classroom Tech Trng Spec	New BOND FY17	4	Screening in Progress	06-18-18
Educational Technologies	709102	CONT	Classified	Educational Technologies Assistant I	08-22-17	4	Screening in Progress	06-18-18
Educational Technologies	711271	CONT BOND FY17	Classified	Educational Technologies Assistant I	New BOND FY17	4	Screening in Progress	06-18-18
Educational Technologies	714271	CONT BOND FY17	Classified	Educational Technologies Assistant I	New BOND FY17	4	Screening in Progress	06-18-18
Educational Technologies	716271	CONT BOND FY17	Classified	Educational Technologies Assistant I	New BOND FY17	4	Screening in Progress	06-18-18

Legend-Tiered steps in Hiring Process
1 - Pending Requisition
2 - Requisition in Progress
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3a - Re-Advertised
4 - Screening in Progress
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Vacant Positions - Continuing EXHIBIT C

South Texas College

Vacant - Continuing Full-Time Regular Positions

Vacant Positions - Continuing

As of May 3, 2018

Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date
Educational Technologies	703100	CONT	Classified	Educational Technologies Assistant I	11-01-17	4	Screening in Progress	06-18-18
Educational Technologies	710102	CONT	Classified	Educational Technologies Assistant I	11-06-17	4	Screening in Progress	06-18-18
Educational Technologies	704271	CONT	Prof/Tech Support Non-Exempt	Educational Technologies Specialist	09-01-17	5	Recommendation in Progress	05-21-18
Information Technology	700242	CONT	Classified	Administrative Assistant	02-13-15	4	Screening in Progress	06-18-18
Information Technology	700396	CONT	Administrative	Asst Chief Information Officer for Software Dev	07-21-16	x	On Hold	On hold
Infrastructure	711393	CONT	Prof/Tech Support Exempt	Applications Analyst III	10-31-14	3a	Re-Advertised	07-23-18
Infrastructure	701393	CONT	Prof/Tech Support Exempt	Applications Specialist	06-14-17	4	Screening in Progress	06-18-18
Infrastructure	713393	CONT	Prof/Tech Support Non-Exempt	Systems Analyst I	07-14-17	3a	Re-Advertised	07-23-18
Infrastructure	701375	CONT	Prof/Tech Support Non-Exempt	Systems Analyst I	07-14-17	3a	Re-Advertised	07-23-18
Institutional Effectiveness and Assessment	702171	CONT	Classified	Administrative Assistant	03-05-18	4	Screening in Progress	06-18-18
Learning Commons and Open Labs	724397	CONT	Classified	Open Lab Technician	12-01-17	5	Recommendation in Progress	05-21-18
Library Acquisition	734101	CONT	Classified	Library Technician	09-15-17	4	Screening in Progress	06-18-18
Library Public Services	700060	CONT	Administrative	Associate Dean of Library Services	05-01-18	1	Pending Requisition	08-20-18
Library Public Services	742101	CONT	Prof/Tech Support Non-Exempt	Library Specialist	06-02-17	2	Requisition in Progress	08-20-18
Library Public Services	743101	CONT BOND FY17	Prof/Tech Support Exempt	Librarian I - Public Services	New BOND FY17	4	Screening in Progress	06-18-18
Library Public Services	741101	CONT	Prof/Tech Support Exempt	Librarian I - Public Services	10-01-17	4	Screening in Progress	06-18-18
Library Public Services	736101	CONT	Prof/Tech Support Exempt	Librarian III-Outreach and Instruction	03-02-18	4	Screening in Progress	06-18-18
Library Services	719101	CONT	Prof/Tech Support Non-Exempt	Senior Administrative Assistant	07-06-17	4	Screening in Progress	06-18-18
Research and Analytical Services	702170	CONT	Prof/Tech Support Exempt	Institutional Research Analyst	03-01-18	5	Recommendation in Progress	05-21-18
Systems and Networking	709395	CONT	Prof/Tech Support Exempt	Database Analyst III	04-01-18	3	Requisition in Progress	08-20-18
Systems and Networking	700201	CONT	Prof/Tech Support Non-Exempt	Network Services Analyst I	09-01-17	2	Requisition in Progress	08-20-18
Systems and Networking	708391	CONT	Prof/Tech Support Exempt	Network Services Analyst III	FY18 Position Chng	1	Pending Requisition	08-20-18
Systems and Networking	700263	CONT	Prof/Tech Support Non-Exempt	Systems Specialist	02-16-18	4	Screening in Progress	06-18-18
Technology Support	710262	CONT	Prof/Tech Support Exempt	Computer Inventory Specialist	FY18 Position Chng	5	Recommendation in Progress	05-21-18
Technology Support	713392	CONT	Prof/Tech Support Non-Exempt	Computer Services Analyst I	06-06-16	4	Screening in Progress	06-18-18
Technology Support	719392	CONT BOND FY17	Prof/Tech Support Exempt	Computer Services Analyst III	New BOND FY17	1	Pending Requisition	08-20-18
Technology Support	712392	CONT	Prof/Tech Support Non-Exempt	Computer Services Specialist	12-01-18	4	Screening in Progress	06-18-18
Technology Support	710392	CONT	Prof/Tech Support Exempt	Service Transition Manager	12-11-17	4	Screening in Progress	06-18-18
Telecom	702390	CONT BOND FY17	Prof/Tech Support Exempt	Systems Analyst III	New BOND FY17	1	Pending Requisition	08-20-18
Office of the President								
CPWE - State	705587	CONT	Classified	Compliance Assistant	01-12-18	1	Pending Requisition	08-20-18
CPWE - State	714590	CONT	Classified	Customer Service Technician	06-30-12	4	Screening in Progress	06-18-18
CPWE - State	707587	CONT	Classified	Customer Service Technician	09-01-09	3	Advertised	07-23-18
CPWE - State	708587	CONT	Classified	Customer Service Technician	11-09-12	4	Screening in Progress	06-18-18
CPWE - State	701880	CONT	Administrative	Director of College and Career Preparation	09-01-15	1	Pending Requisition	08-20-18
CPWE - State	703587	CONT	Prof/Tech Support Exempt	Program Developer and Coordinator	11-01-10	1	Pending Requisition	08-20-18
Grant Development, Management, and Compliance	703420	CONT	Prof/Tech Support Non-Exempt	Grants and Contracts Compliance Specialist	09-05-17	1	Pending Requisition	08-20-18

Legend-Tiered steps in Hiring Process
1 - Pending Requisition
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Vacant Positions - Continuing EXHIBIT C

South Texas College

Vacant - Continuing Full-Time Regular Positions

Vacant Positions - Continuing

As of May 3, 2018

Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date
Office of President	704362	CONT	Classified	Administrative Assistant	09-01-05	1	Pending Requisition	08-20-18
Office of President	700202	CONT	Classified	Administrative Assistant	09-09-08	4	Screening in Progress	06-18-18
Office of President	701369	CONT	Executive	Exec Officer for External Relations	FY18 Position Chng	1	Pending Requisition	08-20-18
Office of President	701340	CONT	Executive	Executive Vice President for Student Success	09-01-14	1	Pending Requisition	08-20-18
Public Relations/Marketing	701462	CONT	Classified	Administrative Assistant	05-04-16	1	Pending Requisition	08-20-18
Public Relations/Marketing	724462	CONT	Prof/Tech Support Non-Exempt	Chief Photographer	New FY17	4	Screening in Progress	06-18-18
Public Relations/Marketing	725462	CONT	Classified	Community Relations Asst	New FY17	2	Requisition in Progress	08-20-18
Public Relations/Marketing	723462	CONT	Prof/Tech Support Non-Exempt	Copy Writer	05-14-17	1	Pending Requisition	08-20-18
Student Affairs and Enrollment Management								
Admissions and Records	700165	CONT	Classified	Admissions Technician	02-28-18	2	Requisition in Progress	08-20-18
Admissions and Records	708612	CONT	Prof/Tech Support Non-Exempt	Records and Registration Specialist	10-09-17	4	Screening in Progress	06-18-18
Admissions and Records	700167	CONT	Classified	Records Technician	01-03-18	2	Requisition in Progress	08-20-18
Admissions and Records	715612	CONT	Prof/Tech Support Non-Exempt	Transcript/Graduation Analyst	12-15-17	4	Screening in Progress	06-18-18
Advising	706332	CONT	Prof/Tech Support Non-Exempt	Advisor	04-23-18	2	Requisition in Progress	08-20-18
Career and Employer Services	711332	CONT	Prof/Tech Support Exempt	Coordinator of Employer Services	02-23-18	4	Screening in Progress	06-18-18
College Connections	700072	CONT	Classified	Admissions Technician	01-22-18	2	Requisition in Progress	08-20-18
College Connections	700042	CONT	Prof/Tech Support Non-Exempt	Student Services Specialist I	08-03-17	4	Screening in Progress	06-18-18
Counseling and Disability Services	704336	CONT BOND FY17	Prof/Tech Support Exempt	Counselor	FY19 Position Chng	2	Requisition in Progress	08-20-18
Office of Enrollment Services	704612	CONT	Administrative	Dean of Enrollment Services	08-31-16	1	Pending Requisition	08-20-18
Student Affairs	703191	CONT	Administrative	Associate Dean of Student Rights and Responsibilities and Title IX Student Support Services	FY18 Position Change	5	Recommendation in Progress	05-21-18
Student Financial Services	700068	CONT	Prof/Tech Support Non-Exempt	Financial Specialist	03-31-18	4	Screening in Progress	06-18-18

Legend-Tiered steps in Hiring Process
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