



**SOUTH TEXAS
COLLEGE**

Board of Trustees

Special Board Meeting

Tuesday, March 08, 2022

5:15 p.m.

Pecan Campus

Ann Richards Administration Building

Board Room

McAllen, Texas

Online Board Packet

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES SPECIAL BOARD MEETING
Tuesday, March 8, 2022 @ 5:15 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501
AGENDA

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

- I. Call Meeting to Order**
- II. Determination of Quorum**
- III. Deliberation and Action as Necessary**

- 1. Deliberation and Authorization of Self-Assessment of the Board of Trustees..... 3 - 6
- 2. Deliberation and Authorization of Assessment of the College President 7 - 10
- 3. Deliberation and Authorization of Assessment of the Internal Auditor 11 - 13
- 4. Approval and Authorization to Accept Grant Awards and Agreements.... 14
 - 1) U.S. Department of Agriculture, National Institute of Food and Agriculture, Research and Extension Experiential Learning for Undergraduate program, Subaward from The University of Texas Rio Grande Valley in the amount of \$230,435
- 5. Review and Approval of Proposed Revisions to Tuition and Fees Schedules for FY 2022 – 2023 15 - 29
- 6. Review and Approval to Proceed with Solicitation of Architectural Services for the Pecan Campus Ann Richards Administration Building A Renovation for the President’s Office..... 30 - 31
- 7. Discussion and Action as Necessary on Proposed Budget Amendment for FY 2021 – 2022 32 - 38

IV. Announcements

Next Meetings:

- *Tuesday, March 29, 2022*
 - 5:30 p.m. – Regular Board Meeting

Deliberation and Authorization of Self-Assessment of the Board of Trustees

The Board is asked to conduct a self-assessment of the Board of Trustees.

These assessments are a valuable process to provide the Board of Trustees with a periodic review of their stewardship of the College. Additionally, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) *Principles of Accreditation* calls for regular Board self-evaluation (Principle 4.2.g).

The previous self-assessment of the Board of Trustees was conducted in 2020. The process was postponed during the COVID-19 pandemic, and then during the search for a new College President through Spring and Summer 2021.

The evaluation form for the self-assessment of the Board of Trustees is provided under separate cover for the Board's information and review.

Ms. Rose Benavidez, Board Chair, has asked that the Trustees individually complete the evaluation form and submit it for her review prior to Tuesday, March 29, 2022.

The Board will be asked to review the assessment at a subsequent Board meeting and to recommend any action as necessary based upon the results.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the self-assessment of the Board of Trustees and any required specific instructions regarding the questions, format, method, and time frame as appropriate.

Approval Recommended:

Dr. Ricardo J. Solis
President

**SOUTH TEXAS COLLEGE
ASSESSMENT OF THE BOARD
FY 2021 - 2022**

Please rate the functioning of the Board according to the following criteria and characteristics.

4 = Excellent 3 = Good 2 = Satisfactory 1 = Needs Improvement 0 = Not observed

#	BOARD ASSESSMENT CRITERIA	SCORE
1	The quality of participation and discussion at Board meetings	4 3 2 1 0
2	The manner in which the agenda is planned in advance to assure interest and participation	4 3 2 1 0
3	The material and information that is sent in advance of the Board meeting to prepare trustees	4 3 2 1 0
4	The attendance at Board meetings	4 3 2 1 0
5	In terms of the institution's needs, the number of times the Board meets	4 3 2 1 0
6	The Board's working relationship with the chief executive officer	4 3 2 1 0
7	The Board's working relationship with the administrative staff	4 3 2 1 0
8	The Board's knowledge and understanding of the activity of major committees	4 3 2 1 0
9	Financial records of the institution are audited annually, and a certified report is presented in a timely fashion following the close of the fiscal year	4 3 2 1 0
10	The Board's understanding of its role in the development of broad institutional policies	4 3 2 1 0
11	Reports of major committees are presented in writing, and there is ample opportunity for understanding and discussion	4 3 2 1 0
12	The level of understanding and commitment of trustees of their responsibility to assure an adequately funded institution	4 3 2 1 0

#	BOARD ASSESSMENT CRITERIA	SCORE
13	The degree of attention and concern given to the proper investment of reserves and endowment funds	4 3 2 1 0
14	The practice and procedure of indoctrinating and orienting new Board members	4 3 2 1 0
15	The camaraderie and esprit of the Board	4 3 2 1 0
16	The practice of trustees to act as a team	4 3 2 1 0
17	The degree to which the institution's short-term objectives and long-range goals are in place and understood by trustees	4 3 2 1 0
18	The Board's understanding of the role and responsibilities of trustees	4 3 2 1 0
19	The Board's understanding, concern, and assessment of the institution's success in its service area	4 3 2 1 0
20	The Board's understanding, concern, and assessment of the institution's success against its competition	4 3 2 1 0
21	The Board's use of staff people to make reports and presentations at meetings	4 3 2 1 0
22	The Board's written policy and enforcement of possible conflict of interest with trustees and their business relationships	4 3 2 1 0
23	The level at which trustees take their responsibility and commitment of Board membership	4 3 2 1 0
24	The appropriateness and effectiveness of standing committees that meet and report on a regular basis	4 3 2 1 0
25	The regularity in which governing policies, By-laws and so forth, are reviewed for appropriateness and relevancy	4 3 2 1 0
26	The depth and pertinence of data and information provided trustees to properly understand and interpret the work of the institution	4 3 2 1 0
27	The Board's attentiveness and evaluation of the public relations of the institution	4 3 2 1 0

#	BOARD ASSESSMENT CRITERIA	SCORE
28	The Board's concern about the allocation of funds to assure the optimum operation of the institution	4 3 2 1 0
29	Before making decisions regarding policy and other important matters, the degree of opportunity the board has to review and discuss all appropriate data and information – whether positive or negative	4 3 2 1 0
30	The participation at Board meetings is open, candid, and reflects all possible opinions	4 3 2 1 0
31	At most meetings, trustees have an opportunity to hear information that is of an educational or interpretive nature about the institution and its work	4 3 2 1 0
32	The Board ensures that Board action results from discussion of the whole Board and that no individual member or committee takes unauthorized action on behalf of the Board	4 3 2 1 0
33	The Board retains a clear distinction between its role in establishing broad institutional policies and the administration's responsibility to administer and implement policy	4 3 2 1 0
34	All things considered, the overall effectiveness and dedication of the Board	4 3 2 1 0

COMMENTS: _____

Deliberation and Authorization of Assessment of the College President

The Board is asked to conduct an assessment of the College President.

These assessments are a valuable process to help the Board in their stewardship of the College and to provide the College President with feedback as necessary. Additionally, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) *Principles of Accreditation* calls for regular Board evaluation of the College President (Principle 4.2.c).

The previous assessment of the College President was conducted in 2020. The process was postponed during the COVID-19 pandemic, and then during the Presidential Search process through Spring and Summer 2021.

The evaluation form for the assessment of the College President is provided under separate cover for the Board's information and review.

Ms. Rose Benavidez, Board Chair, has asked that the Trustees individually complete the evaluation form and submit it for her review prior to Tuesday, March 29, 2022.

The Board will be asked to review the assessment at a subsequent Board meeting and to recommend any action as necessary based upon the results.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the assessment of the College President and any required specific instructions regarding the questions, format, method, and time frame as appropriate.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

**SOUTH TEXAS COLLEGE
ASSESSMENT OF THE PRESIDENT
FY 2021 - 2022**

Please rate the functioning of the President according to the following criteria and characteristics.

4 = Excellent 3 = Good 2 = Satisfactory 1 = Needs Improvement 0 = Not observed

A.	BOARD RELATIONS	SCORE
1	Keeps the Board adequately informed of College operations and activities on an ongoing basis	4 3 2 1 0
2	Keeps the Board adequately informed of major circumstances	4 3 2 1 0
3	Provides adequate concern for needs of individual Board members	4 3 2 1 0
4	Communicates effectively using both written and oral communication	4 3 2 1 0
5	Appropriately carries out the directions of the Board	4 3 2 1 0
6	Works productively and harmoniously with Trustees	4 3 2 1 0
7	Provides the Board with needed information soon enough to be read and assimilated	4 3 2 1 0
8	Provides sufficient information for the Board to make decisions	4 3 2 1 0

B.	COMMUNITY, STATE, & NATIONAL RELATIONS	SCORE
1	Provides effective institutional representation in community relations	4 3 2 1 0
2	Effectively interacts with community organizations in a leadership capacity as appropriate	4 3 2 1 0
3	Participates in appropriate community organizations and committee/task force activities	4 3 2 1 0
4	Maintains appropriate state and national professional affiliations	4 3 2 1 0
5	Provides institutional respectability/image	4 3 2 1 0

C.	FISCAL AND FACILITIES MANAGEMENT	SCORE
1	Develops sound financial plans and operates the College in a financially prudent manner	4 3 2 1 0
2	Is responsible for audit compliance and correcting any concerns	4 3 2 1 0
3	Maintains effective and legally sound purchasing procedures	4 3 2 1 0
4	Demonstrates knowledge of College budget	4 3 2 1 0
5	Is well informed regarding facility, equipment and supply needs and keeps Trustees apprised of needs and response to needs	4 3 2 1 0
6	Directs short-term and long-range planning of campus maintenance and operations	4 3 2 1 0

D.	INSTRUCTIONAL AND STUDENT SERVICE PROGRAMS	SCORE
1	Identifies and understands, and implements the academic mission and goals of the College	4 3 2 1 0
2	Effectively establishes, organizes, and operates instructional and student service programs	4 3 2 1 0
3	Is responsive and innovative with respect to changes in the community and in the delivery of educational services	4 3 2 1 0
4	Maintains appropriate academic standards	4 3 2 1 0
5	Understands and appropriately responds to the needs of students	4 3 2 1 0
6	Maintains a high degree of value for the student as a customer	4 3 2 1 0

E.	PERSONNEL/HUMAN RESOURCES OPERATION	SCORE
1	Maintains effective working relationship with College employees	4 3 2 1 0
2	Employs individuals whose abilities are well suited to their position	4 3 2 1 0
3	Effectively delegates responsibility to appropriate staff	4 3 2 1 0

4	Directs the development and implementation of personnel procedures and practices that comply with Board policy	4 3 2 1 0
5	Willing to make difficult personnel decisions	4 3 2 1 0
6	Demonstrates and promotes sensitivity to and support of EEO/Affirmative Action policies and procedures	4 3 2 1 0
7	Maintains accessibility	4 3 2 1 0

F.	LEADERSHIP	SCORE
1	Demonstrates ability to communicate and implement decisions	4 3 2 1 0
2	Demonstrates ability to handle crises	4 3 2 1 0
3	Demonstrates ability to initiate new ideas	4 3 2 1 0
4	Demonstrates a leadership style that inspires others	4 3 2 1 0
5	Demonstrates effective short and long-range planning	4 3 2 1 0
6	Engenders confidence as an educational leader	4 3 2 1 0
7	Exhibits a high level of knowledge and understanding of a comprehensive community college	4 3 2 1 0
8	Fosters an appropriate level of credibility in the community	4 3 2 1 0
9	Identifies and analyzes problems and issues confronting the College	4 3 2 1 0
10	Identifies potential areas of conflict	4 3 2 1 0
11	Incorporates the ideas of others in the decision-making process	4 3 2 1 0
12	Provides effectively maintained College facilities and seeks needed funding for future construction/renovation	4 3 2 1 0
13	Possess an appropriate degree of personal integrity	4 3 2 1 0

COMMENTS: _____

Deliberation and Authorization of Assessment of the Internal Auditor

The Board is asked to conduct an assessment of the Internal Auditor.

Policy #2250: *Evaluation of the Internal Auditor* calls for the Board to conduct a performance appraisal of the Internal Auditor on an annual basis. This assessment will provide the Board the opportunity to give the Internal Auditor with feedback on observed strengths and any areas needing improvement. Assessments like this are an integral part of the College's ongoing commitment to continuous improvement.

The implementation of the evaluation process was postponed during the COVID-19 pandemic, and is now ready to commence with this first evaluation of the Internal Auditor.

The evaluation form for the assessment of the Internal Auditor is provided under separate cover for the Board's information and review.

Ms. Rose Benavidez, Board Chair, has asked that the Trustees individually complete the evaluation form and submit it for her review prior to Tuesday, March 29, 2022.

The Board will be asked to review the assessment at a subsequent Board meeting and to provide feedback to the Internal Auditor upon completion of that review.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the assessment of the Internal Auditor by the Board of Trustees, as presented and using the Board-approved evaluation instrument.

Approval Recommended:

Dr. Ricardo J. Solis
President

**SOUTH TEXAS COLLEGE
ASSESSMENT OF THE INTERNAL AUDITOR
FY 2021 - 2022**

Please rate the functioning of the Internal Auditor according to the following criteria and characteristics.

4 = Excellent 3 = Good 2 = Satisfactory 1 = Needs Improvement 0 = Not observed

A.	Fulfillment of Role – Authority, Independence, & Objectivity	SCORE
1	Demonstrates accountability and integrity in the execution of the internal auditor function	4 3 2 1 0
2	Successfully engages personnel pertinent to carrying out authorized auditing activities	4 3 2 1 0
3	Maintains freedom from interference by other elements within the College	4 3 2 1 0
4	Maintains free and clear communication with the Board of Trustees	4 3 2 1 0
5	Exercises proper judgment and focus on internal audit activities	4 3 2 1 0
6	Reviews Internal Audit Charter at least annually, with suggested revisions as necessary.	4 3 2 1 0

B.	Internal Audit Plan	SCORE
1	Provides an internal audit plan at least annually	4 3 2 1 0
2	Bases proposed audit plan on well-defined, risk-based methodology	4 3 2 1 0
3	Incorporates feedback of senior management in the development of the proposed audit plan	4 3 2 1 0
4	Reasonably achieves planned activities	4 3 2 1 0
5	Communicates significant deviation, including any material justifications for deviance	4 3 2 1 0

C.	Quality Assurance and Improvement	SCORE
1	Maintains a Quality Assurance and Improvement Plan to enhance the Internal Audit Function at the College	4 3 2 1 0

2	Aligns activities to best practices and internal auditing standards	4 3 2 1 0
3	Assesses activities and performance and identifies appropriate opportunities and strategies for improvement	4 3 2 1 0
4	Communicates with senior management and trustees on the quality assurance activities and improvement plan	4 3 2 1 0

D.	Internal Audit Reports	SCORE
1	Provides sufficient reports on completed Internal Audit activities outlined in authorized project list and other approved engagements as necessary	4 3 2 1 0
2	Clearly outlines scope, methodology, and findings of all audit activities	4 3 2 1 0
3	Incorporates management response as appropriate to each particular engagement	4 3 2 1 0
4	Provides appropriate follow-up reporting on findings or other issues, as necessary.	4 3 2 1 0
5	Provides comprehensive annual report on audit activities	4 3 2 1 0

COMMENTS: _____

Approval and Authorization to Accept Grant Award and Agreements

Authorization to accept and approve the following grant award, including the use of related funds and execution of related agreements as necessary for the grant, is requested:

- 1. U.S. Department of Agriculture, National Institute of Food and Agriculture, Research and Extension Experiential Learning for Undergraduate program, Subaward from The University of Texas Rio Grande Valley in the amount of \$230,435**

This subaward will promote seminars and research assistant internship opportunities to Associate in Science (AS) Engineering and Environmental Science related majors interested in careers in food, agriculture, and natural resources. The proposed Pathways to NRCS and Academic Careers to Civil Engineering and Agriculture Students (PANACEAS) project will train students to diagnose issues, design, implement, and maintain water and soil conservation practices, so that the sustainability of agriculture adapting to global changes can be ensured. The funding period for this grant is from January 15, 2022 to January 14, 2027.

This award aligns with Strategic Direction #3, Creating Educational Opportunities for Students, by offering opportunities that enable a seamless transfer to advanced degrees and align with emerging workforce needs.

Summary of Grant Award Funding

The presented grant will provide up to \$230,435 in funding for the college to provide services and opportunities throughout the region.

It is recommended that the Board of Trustees of South Texas College approve the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes accepting the following grant award, including the use of related funds and execution of related agreements as necessary for the grant, contingent upon official award as appropriate:

1. U.S. Department of Agriculture, National Institute of Food and Agriculture, Research and Extension Experiential Learning for Undergraduate program, Subaward from The University of Texas Rio Grande Valley in the amount of \$230,435

Approval Recommended:

Dr. Ricardo J. Solis
President

Review and Approval of Proposed Revisions to Tuition and Fees Schedules for FY 2022 – 2023

- a. Student Tuition and Fees
- b. Regional Center for Public Safety Excellence Tuition and Fees
- c. Employee Fees
- d. Other (Non-Student/Non-Employee) Fees

Approval of proposed revisions to Tuition and Fees Schedules for FY 2022 – 2023 for students, Regional Center for Public Safety Excellence, employees, and other (non-student/non-employee) is requested.

The recommended changes for the FY 2022 - 2023 schedules listed below are as follows:

a. Student Tuition and Fees

- Establish a flat-rate tuition for out-of-state students that will cover tuition and applicable fees. Administration has reviewed other institutions offering programming for out-of-state students, and has determined that the following flat-rate tuition schedule would be highly competitive, and would sufficiently correspond with the College’s existing tuition and fee schedules for traditional students:

⇒ Out of State Tuition: \$250 per credit hour

A flat-rate tuition would provide transparency for students. Qualified students would be charged the flat rate per credit hour, which would be sufficient to cover tuition and applicable fees, while offering the student a clear expectation of their educational costs. This would provide an opportunity to be more competitive and attract out-of-state students to the outstanding certificate and degree programs offered at the college.

The changes to tuition are as follows:

	Current Rate	Change	Proposed Rate FY 2022-2023
NON-RESIDENT TUITION-OUT OF STATE/ INTERNATIONAL PER CREDIT HOUR:			
Out-of-state/International per credit hour	200.00	(200.00)	-0-
OUT-OF-STATE/INTERNATIONAL FLAT TUITION RATE PER CREDIT HOUR:			
Out-of-state/International Flat Tuition per credit hour*		250.00 flat rate	250.00 flat rate
*All fees will be assessed, except mandatory and course fees.			

	Current Rate	Change	Proposed Rate FY 2022-2023
ACTIVE DUTY MILITARY, SPOUSES, AND DEPENDENTS FLAT TUITION PER CREDIT HOUR:			
In-district per credit hour*	127.00		127.00
Out-of-District per credit hour*	137.00		137.00
Out-of-State per credit hour*	250.00		250.00
*All fees will be assessed, except mandatory and course fees.			

b. Regional Center for Public Safety Excellence Tuition and Fees

- The schedule encompasses Continuing Education courses related to Public Safety. After consultation with local, state and federal public safety agencies, a thorough review of the schedule was undertaken. Different options to reduce the costs to our public safety partner agencies were developed as follows:

⇒ Option One would be for the College to provide an instructor to support the training.

⇒ Option Two would be for the agency to send their members to get trained on the simulators and then be the primary trainer for their members.

The selection of Option One or Two, along with the number of students to be trained, would determine the amount for recovery of costs. This would provide flexibility to our public safety partners in selecting the best option to meet their training requirements and training budgets.

- Changes to the fees are as follows:

	Current Rate	Change	Proposed Rate FY 2022-2023
FEES:			
Firearms Scenario-Based Simulator Training (per student for 30 minutes)	23.00	Variable, based on recovery of costs	Variable, based on recovery of costs
Target Range Qualifier Simulator Training (per student for 30 minutes)	18.00	Variable, based on recovery of costs	Variable, based on recovery of costs

	Current Rate	Change	Proposed Rate FY 2022-2023
Driving Simulator Training (per student for 30 minutes)	38.00	Variable, based on recovery of costs	Variable, based on recovery of costs
Emergency Vehicle Operations Course (EVOC) (per agency)	100.00 per day or 18.00 per hour	Variable, based on recovery of costs	Variable, based on recovery of costs
Skills Pad (per agency per hour)	25.00	Variable, based on recovery of costs	Variable, based on recovery of costs

c. Employee Fees

- Change Library Fees as follows:

	Current Rate	Change	Proposed Rate FY 2022-2023
LIBRARY FEES:			
Lost or Damaged Library Item Processing Fee per item	30.00	(20.00)	10.00

d. Other (Non-Student/Non-Employee) Fees

- Change Library Fees as follows:

	Current Rate	Change	Proposed Rate FY 2022-2023
LIBRARY FEES:			
Lost or Damaged Library Item Processing Fee per item	30.00	(20.00)	10.00

Reviewers - The revised Tuition and Fees Schedules for FY 2022 - 2023 for students, Regional Center for Public Safety Excellence, employees, and other (non-student/non-employee) have been reviewed by staff and President's Cabinet.

The four (4) proposed Tuition and Fees Schedules for FY 2022 – 2023 follow in the packet for the Committee’s information and review. The proposed revisions for FY 2022 - 2023 are highlighted in yellow.

All the Tuition and Fees Schedules for FY 2022 – 2023 were approved at the February 22, 2022 Board of Trustees Meeting. These are additional changes being proposed by Administration for approval.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the proposed revisions to Tuition and Fees Schedules for FY 2022 – 2023 for students, Regional Center for Public Safety Excellence, employees, and other (non-student/non-employee) as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

**STUDENT TUITION AND FEES
FY 2022-2023**

	Board Approved FY 2020-2021	Board Approved FY 2021-2022	Board Approved FY 2022-2023
RESIDENT TUITION-IN-DISTRICT HIDALGO & STARR COUNTIES PER CREDIT HOUR:			
• In-District per credit hour	77.00	77.00	77.00
RESIDENT TUITION-OUT OF DISTRICT-OTHER TEXAS COUNTIES PER CREDIT HOUR:			
• Out-of-District per credit hour	87.00	87.00	87.00
NON-RESIDENT TUITION-OUT OF STATE/INTERNATIONAL PER CREDIT HOUR:			
• Out-of-State/International per credit hour	200.00	200.00	0.00
OUT-OF-STATE/INTERNATIONAL FLAT TUITIOIN RATE PER CREDIT HOUR:			
Out-of-state /International Flat Tuition per credit hour*			250.00 flat rate
*All fees will be assessed, except mandatory and course fees.			
DIFFERENTIAL TUITION PER CREDIT HOUR:			
Biology	15.00	15.00	15.00
Chemistry	20.00	20.00	20.00
Physics	20.00	20.00	20.00
Astronomy	10.00	10.00	10.00
3000/4000 level courses	30.00	30.00	30.00
Associate Degree Nursing	75.00	75.00	75.00
Emergency Medical Technology	55.00	55.00	55.00
Occupational Therapy Assistant	55.00	55.00	55.00
Patient Care Assistant	35.00	35.00	35.00
Pharmacy Tech	55.00	55.00	55.00
Physical Therapist Assistant	55.00	55.00	55.00
Radiologic Technology/Sonography	65.00	65.00	65.00
Respiratory Therapy	65.00	65.00	65.00
Vocational Nursing	75.00	75.00	75.00
Physical Science	20.00	20.00	20.00
Geology	20.00	20.00	20.00
Engineering	20.00	20.00	20.00
Architectural & Engineering Design Technology	30.00	30.00	30.00
Automotive & Diesel Technology	20.00	20.00	20.00
Culinary Arts	15.00	15.00	15.00
Electronic Equipment & Computer	15.00	15.00	15.00
Electrician Assistant	10.00	10.00	10.00
Fire Science	10.00	10.00	10.00
Heating, Ventilation & Air Conditioning	20.00	20.00	20.00
Legal Assisting	10.00	10.00	10.00
Manufacturing Technology	10.00	10.00	10.00
Child Care and Development	20.00	20.00	20.00
Drama	20.00	20.00	20.00
Law Enforcement	10.00	10.00	10.00
Welding	15.00	15.00	15.00
COMPETENCY-BASED COURSES (CERTIFICATE, ASSOCIATE, BACHELOR) FLAT TUITION:			
Competency-Based Format Courses Offered during Seven-Week Accelerated Terms* (per Term) (In District)	850.00	850.00	850.00
Competency-Based Format Courses Offered during Seven-Week Accelerated Terms* (per Term) (Out-of- District)	910.00	910.00	910.00
Competency-Based Format Courses Offered during Seven-Week Accelerated Terms* (per Term) (Out-of-State)	1500.00	1500.00	1500.00
*All fees will be assessed, except mandatory and course fees.			

**STUDENT TUITION AND FEES
FY 2022-2023**

	Board Approved FY 2020-2021	Board Approved FY 2021-2022	Board Approved FY 2022-2023
ACTIVE DUTY MILITARY, SPOUSES, AND DEPENDENTS FLAT TUITION PER CREDIT HOUR:			
In-District per credit hour*	127.00	127.00	127.00
Out-of-District per credit hour*	137.00	137.00	137.00
Out-of-State per credit hour*	250.00	250.00	250.00
*All fees will be assessed, except mandatory and course fees.			
WORKFORCE/CONTINUING EDUCATION TUITION AND FEES:			
Workforce/Continuing Education Non-Credit Tuition per contact hour or variable tuition including zero tuition *Effective date: On or after December 14, 2021	Deleted	7.00 or variable tuition including zero	7.00 or variable tuition including zero
Workforce/Continuing Education Non-Credit Tuition per contact hour or variable tuition including zero tuition (In-District) * Effective Date: On or after December 14, 2021	7.00 or variable tuition including zero	Deleted	Deleted
Workforce/Continuing Education Non-Credit Tuition per contact hour or variable tuition including zero tuition (Out-of-District) * Effective Date: On or after December 14, 2021	8.00 or variable tuition including zero	Deleted	Deleted
Workforce/Continuing Education Non-Credit Tuition per contact hour or variable tuition including zero tuition (Non-Resident) * Effective Date: On or after December 14, 2021	18.00 or variable tuition including zero	Deleted	Deleted
Workforce/Continuing Education Non-Credit Late Registration Fee	10.00	10.00	10.00
Continuing Education Installment Plan Fee	5.00	5.00	5.00
Continuing Education Non-Credit Installment Plan Late Payment Fee	10.00	10.00	10.00
Workforce/Continuing Education, Conferences/Seminars/Summer Camps/Workshops/Customized Training/Other Training Activities and Events	Negotiated recovery of costs and processing fees including exemption of both	Negotiated recovery of costs and processing fees including exemption of both	Negotiated recovery of costs and processing fees including exemption of both
INDEPENDENT DUAL CREDIT TUITION PER CREDIT:			
In-district dual credit students who are enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College <u>who do not receive approval</u> to enroll in a regular (non-S) section(s).	50.00 Plus applicable differential tuition	50.00 Plus applicable differential tuition	50.00 Plus applicable differential tuition
In-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College.	50.00 Plus applicable differential tuition	50.00 Plus applicable differential tuition	50.00 Plus applicable differential tuition
Out-of-district dual credit students who are enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College who do not receive approval to enroll in a regular (Non-S) section(s).		87.00 Plus applicable differential tuition	87.00 Plus applicable differential tuition

	Board Approved FY 2020-2021	Board Approved FY 2021-2022	Board Approved FY 2022-2023
Out-of-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College.	80.00 Plus applicable differential tuition	87.00 Plus applicable differential tuition	87.00 Plus applicable differential tuition
Non-resident dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College		87.00 Plus applicable differential tuition	87.00 Plus applicable differential tuition
Non-resident dual credit students who are enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College who do not receive approval to enroll in a regular (Non-S) section(s).		87.00 Plus applicable differential tuition	87.00 Plus applicable differential tuition
INDEPENDENT DUAL CREDIT FEES:			
In-district dual credit student who are enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College <u>who do not receive approval</u> to enroll in a regular (non-S) section(s).	All fees, including course and incidental fees are applicable and will not be waived	All fees, including course and incidental fees are applicable and will not be waived	All fees, including course and incidental fees are applicable and will not be waived
In-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College.	All fees, including course and incidental fees are applicable and will not be waived	All fees, including course and incidental fees are applicable and will not be waived	All fees, including course and incidental fees are applicable and will not be waived
Out-of-district dual credit students who are enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College who do not receive approval to enroll in a regular (Non-S) section(s).		All fees, including course and incidental fees are applicable and will not be waived	All fees, including course and incidental fees are applicable and will not be waived
Out-of-district home schooled or dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College.	All fees, including course and incidental fees are applicable and will not be waived	All fees, including course and incidental fees are applicable and will not be waived	All fees, including course and incidental fees are applicable and will not be waived
Non-resident dual credit students who are not enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College		All fees, including course and incidental fees are applicable and will not be waived	All fees, including course and incidental fees are applicable and will not be waived
Non-resident dual credit students who are enrolled in a school district with a Memorandum of Understanding or an Interlocal Agreement with South Texas College who do not receive approval to enroll in a regular (Non-S) section(s).		All fees, including course and incidental fees are applicable and will not be waived	All fees, including course and incidental fees are applicable and will not be waived

	Board Approved FY 2020-2021	Board Approved FY 2021-2022	Board Approved FY 2022-2023
DUAL CREDIT ACADEMIES PARTICIPATION FEES:			
Dual Credit Academies Participation Fee – Fall and Spring, per student per semester (charged to School District)	\$600 for recovery of costs and processing fees	\$600 for recovery of costs and processing fees	\$600 for recovery of costs and processing fees
Dual Credit Academies Participation Fee-Summer, per student per credit hour (charged to School District)	\$50 for recovery of costs and processing fees	\$50 for recovery of costs and processing fees	\$50 for recovery of costs and processing fees
DUAL CREDIT REIMBURSEMENT OF COSTS:			
School Districts Requesting South Texas College Faculty to Teach Dual Credit Courses, per course per semester	Recovery of faculty salaries, fringe benefits, mileage, and other associated costs and processing fees	Recovery of faculty salaries, fringe benefits, mileage, and other associated costs and processing fees	Recovery of faculty salaries, fringe benefits, mileage, and other associated costs and processing fees
Late Cancellation Fee for Dual Credit Sections Assigned to South Texas College Faculty to Teach, per section per semester		900.00	900.00
MANDATORY FEES:			
Registration Fee: Fall and Spring: • Registration Fee per semester	150.00	150.00	150.00
Summer Minimesters: • Registration fee (one-time fee) per student for Summer Minimesters with start dates of May 15th through June 30th	150.00	150.00	150.00
• Registration fee (one-time fee) per student for Summer Minimesters with start dates of July 1st through August 10th	150.00	150.00	150.00
Information Technology Fee per credit hour	31.00	31.00	31.00
Learning Support Fee per credit hour	14.00	14.00	14.00
Student Activity Fee per credit hour (Summer 2020 Sessions - Fee waived)	4.00	4.00	4.00
COURSE FEES:			
Lab Fee per lab credit hour for applicable courses with labs	24.00	24.00	24.00
Electronic Distance Learning/VCT Course Fee per credit hour • Summer 2020 traditional (non- "S" section) courses - Fee waived • Fall 2020 traditional (non-"S" section) courses - Fee waived • Spring 2021 traditional (non-"S" section) courses- Fee waived	10.00	10.00	10.00
Physical Education Special Activity Fee per course	55.00	55.00	55.00
LIBRARY FEES:			
Lost or Damaged Library Item	Cost of item plus processing fee	Cost of item plus processing fee	Cost of item plus processing fee
Lost or Damaged Library Item Processing Fee per item	30.00	30.00	10.00
Overdue Inter-Library Loan or TexShare Item per day	Fine as assessed and charged by lending library	Fine as assessed and charged by lending library	Fine as assessed and charged by lending library

	Board Approved FY 2020-2021	Board Approved FY 2021-2022	Board Approved FY 2022-2023
Lost or Damaged Inter-Library Loan or TexShare Item per day	Fine and/or replacement cost as assessed and charged by lending library	Fine and/or replacement cost as assessed and charged by lending library	Fine and/or replacement cost as assessed and charged by lending library
INSTALLMENT PLAN/EMERGENCY LOAN FEES:			
Installment Plan Fee	35.00	35.00	35.00
Installment Plan Late Payment Fee Spring 2020 - Fee waived when incurred on or after March 13, 2020	35.00	35.00	35.00
Emergency Loan Late Payment Fee Spring 2020 -Fee waived when incurred on or after March 13, 2020	35.00	35.00	35.00
PARKING/MOVING TRAFFIC VIOLATIONS FEES:			
Parking Permit Fee (except when parking at Pecan Campus Park and Ride location during scheduled operating hours)	25.00	25.00	25.00
Parking Permit Replacement Fee	25.00	25.00	25.00
Parking Permit Violations:			
<i>First</i>	30.00	30.00	30.00
<i>Second</i>	50.00	50.00	50.00
<i>Third</i>	80.00	80.00	80.00
<i>Fourth</i>	100.00	100.00	100.00
<i>Fifth</i>	120.00	120.00	120.00
Handicap Parking Violations	150.00	150.00	150.00
Moving Traffic Violations:			
<i>First</i>	30.00	30.00	30.00
<i>Second</i>	50.00	50.00	50.00
<i>Third</i>	90.00	90.00	90.00
Vehicle Boot Removal Fee	100.00	100.00	100.00
Proposed Skateboard and Other Appliance Violation:			
<i>First</i>	Warning	Warning	Warning
<i>Second</i>	30.00	30.00	30.00
<i>Third</i>	50.00	50.00	50.00
<i>Fourth</i>	70.00	70.00	70.00
<i>Fifth</i>	90.00	90.00	90.00
TESTING FEES:			
Health Education Services Inc. (HESI) Exam Fee	45.00 Students will register and pay fees for each attempt when signing up for the exam through the Market Place website. The College purchases the units through Elsevier Inc. Fees will be subject to change	45.00 Students will register and pay fees for each attempt when signing up for the exam through the Market Place website. The College purchases the units through Elsevier Inc. Fees will be subject to change	45.00 Students will register and pay fees for each attempt when signing up for the exam through the Market Place website. The College purchases the units through Elsevier Inc. Fees will be subject to change

	Board Approved FY 2020-2021	Board Approved FY 2021-2022	Board Approved FY 2022-2023
Proctoring/Professional Testing Services Fee	Recovery of costs and processing fees to be negotiated	Recovery of costs and processing fees to be negotiated	Recovery of costs and processing fees to be negotiated
TCOLE Licensing Examination (per exam)			
• Basic Peace Officer Exam	35.00	35.00	35.00
• Basic Jailer Exam	35.00	35.00	35.00
• Telecommunicator Exam	35.00	35.00	35.00
• Police Officer to Jailer Exam	35.00	35.00	35.00
Credit By Examination	Tuition	Tuition	Tuition
GED Exam Fee-1st and 4th Attempts	Students will register and pay fees to Pearson VUE for GED on-line testing services and subject to change	Students will register and pay fees to Pearson VUE for GED on-line testing services and subject to change	Students will register and pay fees to Pearson VUE for GED on-line testing services and subject to change
• GED Exam Fee- \$36.25 English Language Arts			
• GED Exam Fee- \$36.25 Mathematics only			
• GED Exam Fee- \$36.25 Science only			
• GED Exam Fee- \$36.25 Social Studies only			
GED Retest Exam Fee-2nd, 3rd, 5th, and 6th Attempts	Students will register and pay fees to Pearson VUE for GED on-line testing services and subject to change	Students will register and pay fees to Pearson VUE for GED on-line testing services and subject to change	Students will register and pay fees to Pearson VUE for GED on-line testing services and subject to change
• GED Retest Exam Fee- \$16.25 English Language Arts			
• GED Retest Exam Fee- \$16.25 Mathematics only			
• GED Retest Exam Fee- \$16.25 Science only			
• GED Retest Exam Fee- \$16.25 Social Studies only			
HiSET Exam Fee (All Five Exams-1st and 4th Attempts)	Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees subject to change	Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees subject to change	Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees subject to change
• HiSET Exam Fee-Reading only \$25.00			
• HiSet Exam Fee-Writing only \$25.00			
• HiSET Exam Fee-Math only \$25.00			
• HiSET Exam Fee-Science only \$25.00			
• HiSET Exam Fee-Social Studies only \$25.00			
HiSET Exam Fee (All Five Exams-2nd, 3rd, 5th, and 6th Attempts)	Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees subject to change	Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees subject to change	Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees subject to change
• HiSET Exam Fee-Reading only \$15.00			
• HiSET Exam Fee-Writing only \$15.00			
• HiSET Exam Fee-Math only \$15.00			
• HiSET Exam Fee-Science only \$15.00			
• HiSET Exam Fee-Social Studies only \$15.00			
TSI Assessment Exam Fees: Effective January 11, 2021			
• TSI Assessment Reservation Fee	25.00	25.00	25.00
• TSI Assessment Exam Fee- Both exams	29.00	29.00	29.00
• TSI Assessment Exam Fee - Math only	15.00	15.00	15.00
• TSI Assessment Exam Fee-English Language Arts and Reading only	15.00	15.00	15.00

	Board Approved FY 2020-2021	Board Approved FY 2021-2022	Board Approved FY 2022-2023
TSI Assessment Exam Retesting Fees: Effective January 11, 2021			
• TSI Assessment Reservation Fee	25.00	25.00	25.00
• TSI Assessment Exam Retesting Fee- Both exams	29.00	29.00	29.00
• TSI Assessment Exam Fee - Retesting Math only	15.00	15.00	15.00
• TSI Assessment Exam Fee-Retesting English Language Arts and Reading only	15.00	15.00	15.00
American Welding Society Certification Testing and Material Fees	250.00	Recovery of costs and processing fees	Recovery of costs and processing fees
CHILD DEVELOPMENT CENTER FEES:			
Tuition fee per week	125.00/week 25.00/day	125.00/week 25.00/day	125.00/week 25.00/day
Registration Fee: (per semester/session)			
• Fall Semester	50.00	50.00	50.00
• Spring Semester	50.00	50.00	50.00
• Summer Session	25.00	25.00	25.00
Late Pick-Up Fee	\$5/first 5 minutes and \$1/ea. add'l minute	\$5/first 5 minutes and \$1/ea. add'l minute	\$5/first 5 minutes and \$1/ea. add'l minute
Supply Fee: (per semester/session)			
• Fall Semester	40.00	40.00	40.00
• Spring Semester	40.00	40.00	40.00
• Summer Session	20.00	20.00	20.00
Reservation Fee: (per semester/session)			
• Fall Semester	65.00	65.00	65.00
• Spring Semester	65.00	65.00	65.00
• Summer Session	25.00	25.00	25.00
INCIDENTAL FEES:			
Audit Fee	Tuition and Lab Fees	Tuition and Lab Fees	Tuition and Lab Fees
Drop Fee (one-time fee)-1st class day through Census date	25.00	25.00	25.00
Course Repeat Fee per credit hour			
• Third or more attempt (Excludes Developmental)	125.00	125.00	125.00
• Enrollment in Developmental Studies Courses (>18 credit hours)	125.00	125.00	125.00
Developmental Studies Fee: One-time fee per semester	29.00	29.00	29.00
Fee per credit hour for dual credit students attempting a course three or more times	125.00	125.00	125.00
Dual Credit Late Processing Fee per course per student after Census Day	200.00	200.00	200.00
Reinstatement Fee (after Census date) Spring 2020 - Fee waived when incurred on or after March 13, 2020	200.00	200.00	200.00
Returned Check	30.00	30.00	30.00
Student ID Replacement Fee	15.00	15.00	15.00
Withdrawal Fee (from all courses-one-time fee)-after Census date	50.00	50.00	50.00
Student Insurance Fee (voluntary)	Fee is paid to approved insurance carrier. Subject to change	Fee is paid to approved insurance carrier. Subject to change	Fee is paid to approved insurance carrier. Subject to change

	Board Approved FY 2020-2021	Board Approved FY 2021-2022	Board Approved FY 2022-2023
PROGRAM SPECIFIC FEES:			
Fire Academy Fees: (per student/per semester) includes: <ul style="list-style-type: none"> • Gear Rental • Self Contained Breathing Apparatus • Testing • Ambulance Standby (Live Fire) • Uniform 	1060.00	1060.00	Recovery of costs and processing fees
Police Academy Fees: (per student/per course) Includes: Ammunition (pistol, rifle, and shotgun), less lethal (taser cartridges, OC Canisters), duty gear (holster, pouches, handcuffs, etc.), uniform <ul style="list-style-type: none"> • For the following courses: CJLE 1506, CJLE 1512, CJLE 1518, CJLE 1524, CJLE 1429 	165.00	165.00	165.00
NAH and Other Course Fees: <i>Liability Insurance/Exams/Booklets/Badges/Special Program ID/Certificates/Pinning Ceremony/Other Activities</i>	Recovery of costs and processing fees	Recovery of costs and processing fees	Recovery of costs and processing fees
Welding and Other Course Fees: Certification (non- "S" Section) (per course) <ul style="list-style-type: none"> • For the following courses: WLDG 1312, WLDG 1457, WLDG 1428, WLDG 2406, WLDG 2451 	Recovery of costs and processing fees	150.00	150.00
Information Technology and Other Course Fees: Certification (per course) <ul style="list-style-type: none"> • For the following courses: CPMT 1166 and CPMT 2350 	Recovery of costs and processing fees	Recovery of costs and processing fees	Recovery of costs and processing fees
Technology Programs Fees: Insurance			Recovery of costs and processing fees
Law Enforcement and Fire Safety Programs Fees: Insurance			Recovery of costs and processing fees
Culinary Arts Program Fees: Insurance			Recovery of costs and processing fees



**REGIONAL CENTER FOR PUBLIC
SAFETY EXCELLENCE (RCPSE)
TUITION AND FEES
FOR FY 2022-2023**

	Board Approved FY 2020-2021	Board Approved FY 2021-2022	Board Approved FY 2022-2023
Continuing Education Public Safety Courses	6.50 per contact hour, or variable tuition based on recovery of costs	As per Workforce/Continuing Education Tuition and Fees Section on 2021-2022 Student Tuition and Fee Schedule	As per Workforce/Continuing Education Tuition and Fees Section on 2021-2022 Student Tuition and Fee Schedule
Fees:			
• Firearms Scenario-Based Simulator Training (per student for 30 minutes)	23.00	23.00	Variable, based on recovery of costs
• Target Range Qualifier Simulator Training (per student for 30 minutes)	18.00	18.00	Variable, based on recovery of costs
• Driving Simulator Training (per student for 30 minutes)	38.00	38.00	Variable, based on recovery of costs
• Car Fire Simulator Training (per 4 hours) (Effective July 27, 2021)	Variable, based on recovery of costs	Variable, based on recovery of costs	Variable, based on recovery of costs
• Emergency Vehicle Operations Course (EVOC) (per agency)	100.00 per day or 18.00 per hour	100.00 per day or 18.00 per hour	Variable, based on recovery of costs
• Skills Pad (per agency per hour)	25.00	25.00	Variable, based on recovery of costs
• Classroom w/Technology (per day beyond 3 days of consecutive usage)	114.00	114.00	114.00
• TCOLE Licensing Certification Exam			
• Basic Peace Officer Exam	35.00	35.00	35.00
• Basic Jailer Exam	35.00	35.00	35.00
• Telecommunicator Exam	35.00	35.00	35.00
• Police Officer to Jailer Exam	35.00	35.00	35.00

**EMPLOYEE FEES
FOR FY 2022-2023**

	Board Approved FY 2020-2021	Board Approved FY 2021-2022	Board Approved FY 2022-2023
Child Development Center:			
Tuition fee per week	125.00/week 25.00/day	125.00/week 25.00/day	125.00/week 25.00/day
Registration Fee:			
• Fall Semester	50.00	50.00	50.00
• Spring Semester	50.00	50.00	50.00
• Summer Session	25.00	25.00	25.00
Late Pick-up Fee	\$5/first 5 minutes and \$1/ea. add'l minute	\$5/first 5 minutes and \$1/ea. add'l minute	\$5/first 5 minutes and \$1/ea. add'l minute
Supply Fee: (per semester/session)			
• Fall Semester	40.00	40.00	40.00
• Spring Semester	40.00	40.00	40.00
• Summer Session	20.00	20.00	20.00
Reservation Fee:			
• Fall Semester	65.00	65.00	65.00
• Spring Semester	65.00	65.00	65.00
• Summer Session	25.00	25.00	25.00
Parking Permit Fee	25.00	25.00	25.00
Parking Permit Replacement Fee	25.00	25.00	25.00
Parking Violations:			
<i>First</i>	30.00	30.00	30.00
<i>Second</i>	50.00	50.00	50.00
<i>Third</i>	80.00	80.00	80.00
<i>Fourth</i>	100.00	100.00	100.00
<i>Fifth</i>	120.00	120.00	120.00
Handicap Parking Violations	150.00	150.00	150.00
Moving Traffic Violations:			
<i>First</i>	30.00	30.00	30.00
<i>Second</i>	50.00	50.00	50.00
<i>Third</i>	90.00	90.00	90.00
Vehicle Boot Removal Fee	100.00	100.00	100.00
Keyless Access Card Replacement Fee	10.00	10.00	10.00
Returned Check	30.00	30.00	30.00
Lost or Damaged Library Item	Cost of item plus processing fee	Cost of item plus processing fee	Cost of item plus processing fee
Lost or Damaged Library Item Processing Fee per item	30.00	30.00	10.00
Lost or Damaged Inter-Library Loan or TexShare Item	Fine and/or replacement cost as assessed and charged by lending library	Fine and/or replacement cost as assessed and charged by lending library	Fine and/or replacement cost as assessed and charged by lending library



**OTHER (NON-STUDENT/NON-EMPLOYEE) FEES FOR
FY 2022-2023**

	Board Approved FY 2020-2021	Board Approved FY 2021-2022	Board Approved FY 2022-2023
Returned Check	30.00	30.00	30.00
Lost or Damaged Library Item	Cost of item plus processing fee	Cost of item plus processing fee	Cost of item plus processing fee
Lost or Damaged Library Item Processing Fee per item	30.00	30.00	10.00
Parking violations:			
<i>First</i>	30.00	30.00	30.00
<i>Second</i>	50.00	50.00	50.00
<i>Third</i>	80.00	80.00	80.00
<i>Fourth</i>	100.00	100.00	100.00
<i>Fifth</i>	120.00	120.00	120.00
Handicap Parking Violations	150.00	150.00	150.00
Moving Traffic Violations:			
<i>First</i>	30.00	30.00	30.00
<i>Second</i>	50.00	50.00	50.00
<i>Third</i>	90.00	90.00	90.00
Vehicle Boot Removal Fee	100.00	100.00	100.00
Child Development Center:			
Tuition per week	125.00/week 25.00/day	125.00/week 25.00/day	125.00/week 25.00/day
Registration Fee: (per semester/per session)			
• Fall Semester	50.00	50.00	50.00
• Spring Semester	50.00	50.00	50.00
• Summer Session	25.00	25.00	25.00
Late Pick-up Fee	\$5/first 5 minutes and \$1/ea. add'l minute	\$5/first 5 minutes and \$1/ea. add'l minute	\$5/first 5 minutes and \$1/ea. add'l minute
Supply Fee: (per semester/per session)			
• Fall Semester	40.00	40.00	40.00
• Spring Semester	40.00	40.00	40.00
• Summer Session	20.00	20.00	20.00
Reservation Fee: (per semester/per session)			
• Fall Semester	65.00	65.00	65.00
• Spring Semester	65.00	65.00	65.00
• Summer Session	25.00	25.00	25.00

Review and Approval to Proceed with Solicitation of Architectural Services for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office

The Board of Trustees is asked to approve the solicitation of design services for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office project.

Purpose

The College President has requested the renovation of a portion of Pecan Campus Building A for the relocation of the President's office and administrative staff area.

Scheduling Priority

This project was requested by the College President and has been reviewed by the Facilities Operations & Maintenance, Purchasing, and Facilities Planning & Construction Departments, and Administration. This project is scheduled as a non-educational improvement to renovate areas of Building A for the College President's Office.

Background

The College President, Dr. Ricardo J. Solis, has identified the need to relocate the President's office space to the first floor of Building A. The building was first built in 1984, and would benefit from an updated professional space to conduct College business, receive visitors, and allow for additional space for support staff. The proposed space is an ideal location for the President's Office due to its proximity to the building entrance and parking on the north side of Building A. The renovation consists of demolishing the existing spaces, formerly occupied by the Distance Learning department, and renovating them to accommodate the following spaces:

- President's office
- Four (4) staff offices
- Conference room
- Lobby
- Workroom
- Private restroom

The proposed scope of work is summarized as follows:

- Interior design and construction of the renovation
- Approximate square feet: 3,100 sf.

This item was presented at the Facilities Committee on February 8, 2022, and proposed that the College's Facilities Operations and Maintenance (FOM) Department would perform the construction work. This is no longer proposed due to the guidance mentioned below per Texas State Statutes and the associated liabilities with construction of this size, which would be solely placed on the College if FOM performed the work.

A secondary review of documents issued by Texas Board of Architectural Examiners (TBAE) and the Texas Association of School Boards (TASB), guidance which references 22 Tex. Admin. Code §1.212, confirmed that all renovation projects in public buildings with over \$50,000 in construction work require the engagement of an architect.

Additionally, an engineer is required if there is over \$8,000 in mechanical, electrical, and plumbing (MEP) work per Engineering Practice Act Tex. Occ. Code § 1001.407.

The total project estimated cost, including professional design services and construction services, is \$660,000 and is itemized in the table below:

Pecan Campus Ann Richards Administration Building A Renovation for the President's Office Total Estimated Project Budget	
Budget Item	Estimated Costs
Construction	\$465,000
Design	46,500
Miscellaneous	2,500
FFE	110,000
Technology	36,000
Total Estimated Project Budget	\$660,000

Projected Timeline

The project, including design and construction, would take approximately eight (8) months.

Funding Source

Funds for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office are available in the Unexpended Construction Plant Fund for use in Fiscal Year 2021 - 2022.

A budget amendment to fund this project in the Unexpended Construction Plant Fund will be presented in the March Finance Committee for Board consideration.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes solicitation of design services for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office as presented, subject to the Board approval of the budget amendment in the Unexpended Construction Plant Fund.

Approval Recommended:

Dr. Ricardo J. Solis
President

Discussion and Action as Necessary on Proposed Budget Amendment for FY 2021 – 2022

Approval of a proposed budget amendment for FY 2021 – 2022 is requested.

As a result of the proposed Distance Learning Department renovation for the new President’s Office Project in the Unexpended Plant Fund, a budget amendment is requested. The total budgeted revenues and expenditures for the Unexpended Plant Fund - Construction for fiscal year 2021 – 2022 will increase as follows:

Fiscal Year 2021 - 2022 Budgeted Revenues and Expenditures

Fund	Exh.	Amended Budget	Proposed Amendment	Amended Budget
Unexpended Plant Fund - Construction	A	\$12,639,709	\$660,000	\$13,299,709

The budget amendment details and presentation follow in the packet for the Board’s information and review.

The budget amendment is proposed as follows:

1. Budget Amendment – Use of Previously Earmarked Funds in the Unexpended Plant Fund – Construction

A budget amendment is proposed to use \$660,000 from the \$4,600,000 previously earmarked by the Board of Trustees from the Bond 2021 for a Satellite Campus and budgeted in the Unexpended Plant Fund – Construction for the purpose of funding the capital improvement project, as follows:

Fiscal Year 2021 – 2022 Summary of Unexpended Plant Fund – Construction Revenue Adjustments

Revenues	Amended Budget	Proposed Amendment	Amended Budget
Fund Balance Deduction	\$8,259,149	\$660,000	\$8,919,149
Total Fund Balance Deduction	\$8,259,149	\$660,000	\$8,919,149

Fiscal Year 2021 – 2022 Summary of Unexpended Plant Fund – Construction Expenditure Adjustments

Expenditures	Amended Budget	Proposed Amendment	Amended Budget
Projected Draws for Approved Projects	\$12,639,709	\$140,000	\$12,779,709
Fund Balance Addition	-	520,000	520,000
Total Expenditures and Fund Balance Addition	\$12,639,709	\$660,000	\$13,299,709

The Projected Draws for Approved Projects budget is proposed to increase by \$140,000. The increase in the Projected Draws for Approved Projects budget is the projected total cost of the Distance Learning Department renovation for the new President's Office Project in FY 2021 – 2022. The amount of \$140,000 will be reduced from the funds previously earmarked by the Board of Trustees for a Satellite Campus.

The Fund Balance Addition budget is proposed to increase by \$520,000. The increase in the Fund Balance Addition budget is the total cost of the Distance Learning Department renovation for the new President's Office Project in FY 2022 – 2023. The amount of \$520,000 will be reduced from the funds previously earmarked by the Board of Trustees for a Satellite Campus.

The detail of the transfer to the Unexpended Plant Fund – Construction follows in the packet for the Board's information and review.

The budget amendment details and presentation follow in the packet for the Board's information and review.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will be available to present the Proposed Budget Amendment for FY 2021 – 2022 and/or respond to questions.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the proposed budget amendment for FY 2021 – 2022 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

South Texas College

Proposed Budget Amendment for FY 2021 - 2022

Special Board Meeting
March 8, 2022

MARIA G. ELIZONDO, MBA, CPA, CFE, CGMA
VICE PRESIDENT FOR FINANCE AND ADMINISTRATIVE SERVICES



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Unexpended Plant Fund - Construction



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Summary of Proposed Budget Amendment

Budgeted Revenues and Expenditures

Fund	Original/Amended Budget	Proposed Amendment	Amended Budget
Unexpended Plant Fund	\$12,639,709	\$660,000	\$13,299,709

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Summary of Budget Changes Unexpended Plant Fund - Construction

Revenues/Fund Balance Allocations	Increase/ (Decrease)	Description
Fund Balance Deduction	\$660,000	Use of Funds Previously Earmarked by the Board of Trustees from the Bond 2021 for Distance Learning Department Renovation for the New President's Office Project
Total Revenues Increase	\$660,000	
Expenditures/Reserves	Increase/ (Decrease)	Description
Projected Draws for Approved Projects	\$140,000	Use of Funds Previously Earmarked by the Board of Trustees from the Bond 2021 for Distance Learning Department Renovation for the New President's Office Project FY 2021 - 2022
Fund Balance Addition	520,000	Use of Funds Previously Earmarked by the Board of Trustees from the Bond 2021 for Distance Learning Department Renovation for the New President's Office Project FY 2022- 2023
Total Expenditures Increase	\$660,000	

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Proposed Budget Amendment Summary Unexpended Plant Fund - Construction

Revenue Summary

Revenue Source and Fund Balance Allocations	Original Budget	Budget Amendment	Amended Budget
Interest	\$ 35,224	\$ -	\$ 35,224
Transfer In from Unrestricted Fund	3,000,000	-	3,000,000
Transfer In from Unrestricted Fund Continuing Ed	1,345,336	-	1,345,336
Fund Balance Deduction	8,259,149	660,000	8,919,149
Total Revenues	\$ 12,639,709	\$ 660,000	\$ 13,299,709

Expenditure Summary

Expenditures/Reserves	Original Budget	Budget Amendment	Amended Budget
Projected Draws for Approved Projects	\$ 12,639,709	\$ 140,000	\$ 12,779,709
Fund Balance Addition	-	520,000	520,000
Total Expenditures	\$ 12,639,709	\$ 660,000	\$ 13,299,709

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Thank You

Questions?



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South Texas College Unexpended Plant Fund - Construction

Fiscal Year Ending August 31, 2022
AMENDED

Revenue Summary

Revenue Source and Fund Balance Allocations	Original Budget	Budget Amendment	Amended Budget
Interest	\$ 35,224	\$ -	\$ 35,224
Transfer In from Unrestricted Fund	3,000,000	-	3,000,000
Transfer In from Unrestricted Fund Continuing Ed	1,345,336	-	1,345,336
Fund Balance Deduction	8,259,149	660,000	8,919,149
Total Revenues	\$ 12,639,709	\$ 660,000	\$ 13,299,709

Expenditure Summary

Expenditures/Reserves	Original Budget	Budget Amendment	Amended Budget
Projected Draws for Approved Projects	\$ 12,639,709	\$ 140,000	\$ 12,779,709
Fund Balance Addition	-	520,000	520,000
Total Expenditures	\$ 12,639,709	\$ 660,000	\$ 13,299,709

South Texas College
March 2022 Budget Amendment
Detail of Use of Earmarked Funds in the Unexpended Plant Fund - Construction

Project	Amount
Building A - Office of the President	\$ 140,000.00
Fund Balance Addition - Building A - Office of the President	520,000.00
Total Expenditures and Fund Balance Addition	\$ 660,000.00