



**SOUTH TEXAS  
COLLEGE**

**Board of Trustees  
Regular Board Meeting**

**Tuesday, May 10, 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, May 10, 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. Review and Approval of Proposed Transition to Four-and-a-Half Day Work Week Scheduling ..... 3 - 8
  - 2. Review and Action as Necessary Regarding Proposed Resolution 2022-014 Casting Votes in the Recall Election of Starr County Appraisal District Board of Directors ..... 9 - 18
  - 3. Approval of Order Canvassing the Election Returns of the May 7, 2022 South Texas College Board of Trustees Election for Single-Member District Three (3) and Single-Member District Four (4) as Certified by Elections Officer and Hidalgo County Elections Administrator, Yvonne Ramon..... 19
  - 4. Approval of Order to Certify May 7, 2022 Election Returns ..... 20
- IV. Announcements**
  - Next Meetings:
    - *Tuesday, May 31, 2022*
      - 5:30 p.m. – Regular Board Meeting

## **Review and Approval of Proposed Transition to Four-and-a-Half Day Work Week Scheduling**

Approval is requested to implement a pilot four-and-a-half-day work week schedule starting May 16, 2022 and ending July 29, 2022. The Board is also asked to authorize the College President to monitor the pilot program, and to extend the four-and-a-half-day work week schedule beyond the pilot period, as appropriate.

Purpose – To revise working hours starting on May 16, 2022 and ending on July 29, 2022, to a four-and-a-half-day work week schedule, while still meeting the forty (40) hour work week requirement.

Justification – The modified work week schedule is a common practice in community colleges and is recognized as a cost reduction measure and an incentive for employees.

Background –As presented at the Finance, Audit, and Human Resources Committee Meeting on April 12, 2022, a survey was scheduled to be issued on April 13, 2022 to gain feedback from employees regarding the four-and-a-half-day work week.

The survey was issued and the responses provided valuable feedback on the following items:

- Interested in four-and-a-half-day work week schedule (Exhibit A)
- Term of implementation (Exhibit B)
- Other comments/challenges (Exhibit C)
- Potential schedules (Exhibit D)

All employees of the College were asked to participate in the survey and 776 responses were received by April 22<sup>nd</sup>.

The results are shown graphically on Exhibits A through D, that follow in the packet.

Recommendation – Administration recommends that employees work with their supervisors to implement their new schedule for this period with the goal of working a four and a half work week based on one of the top four ranked schedules listed below and shown in Exhibit D while ensuring coverage of operations.

- Monday – Thursday 8:00am – 5:30pm (Half hour Lunch)
- Monday – Thursday 7:30am – 5:00pm (Half hour Lunch)
- Monday – Thursday 7:45am – 5:15pm (Half hour Lunch)
- Monday – Thursday 8:00am – 6:00pm (Full hour Lunch)

Exceptions outside these schedules will be made at the discretion and approval of the supervisor. Supervisors will ensure that administrative offices are open during regular business hours of 8:00 a.m. – 5:00 p.m. Monday – Thursday, or as otherwise required by specific departments and programs.

The College President requests Board authorization to monitor this pilot implementation of the four and a half work week schedule, and to make the decision whether to extend this schedule past July 29, 2022 if appropriate.

Reviewers - The proposed modified work week schedule has been reviewed by administrative staff and cabinet members.

**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 implementation of a pilot four-and-a-half-day work week schedule for May 16, 2022 through July 29, 2022 and authorization for College President to extend the four-and-a-half-day work week schedule past July 29, 2022 as appropriate.

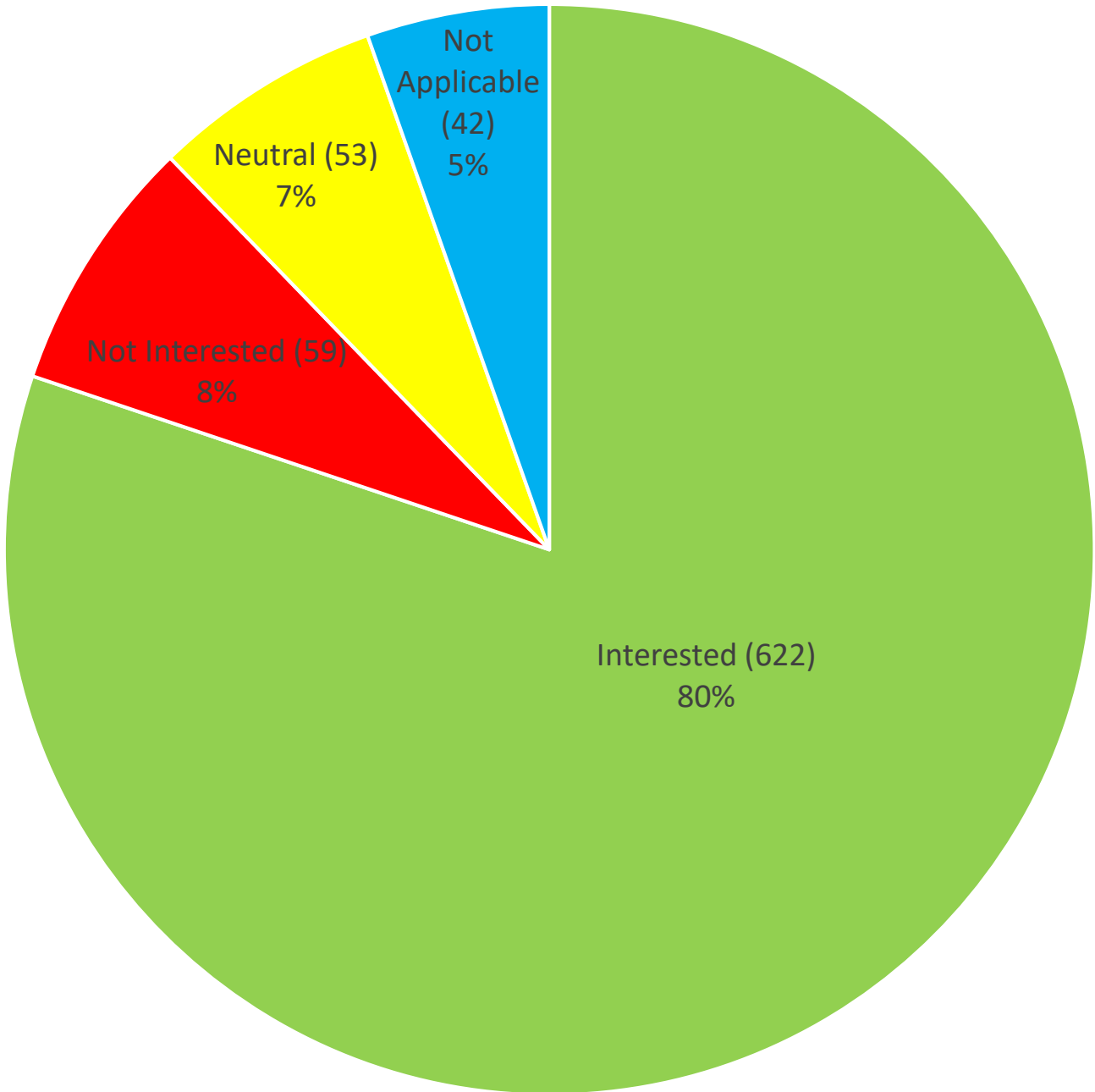
**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**

# Exhibit A

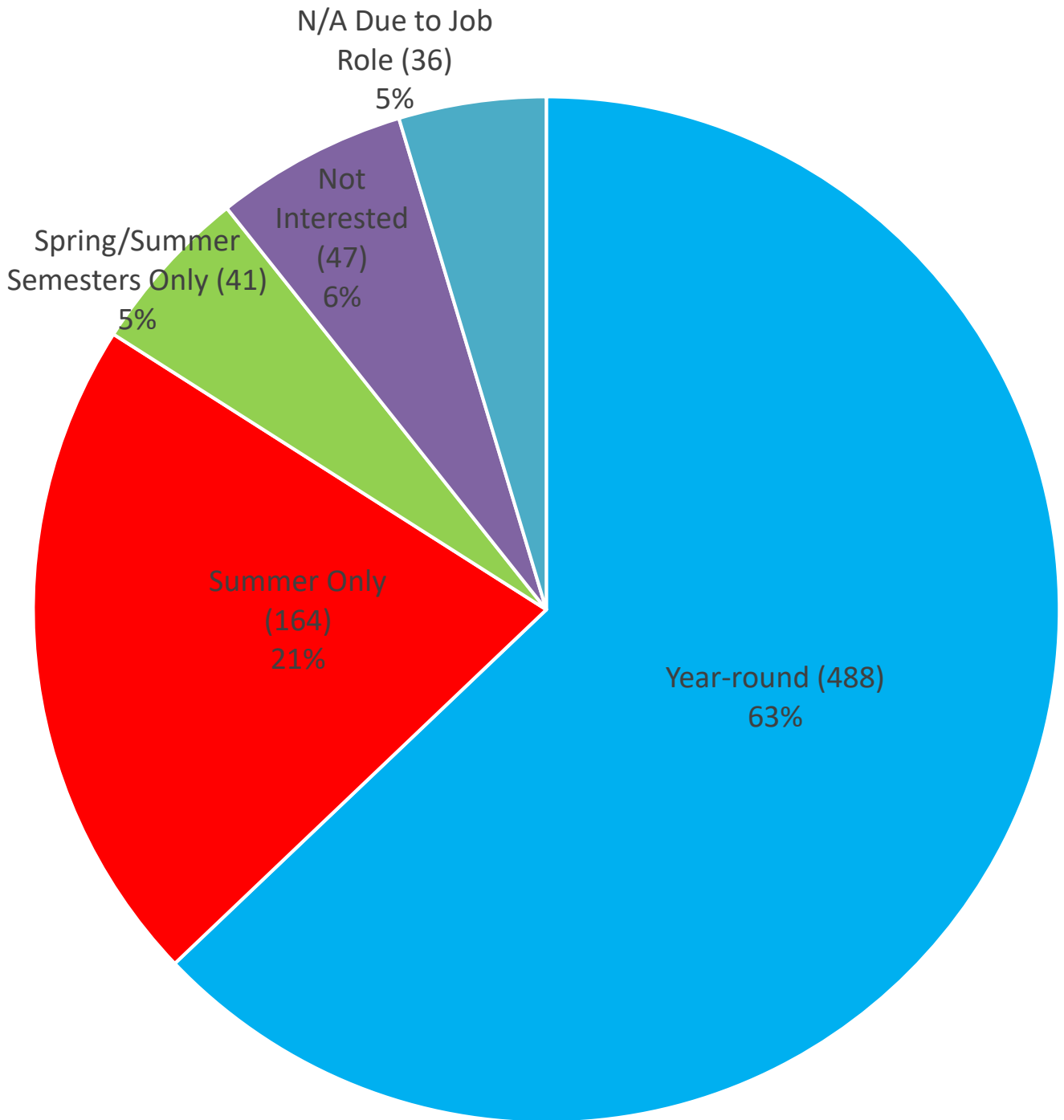
Interested in 4.5 work week schedule

Total Responses: 776



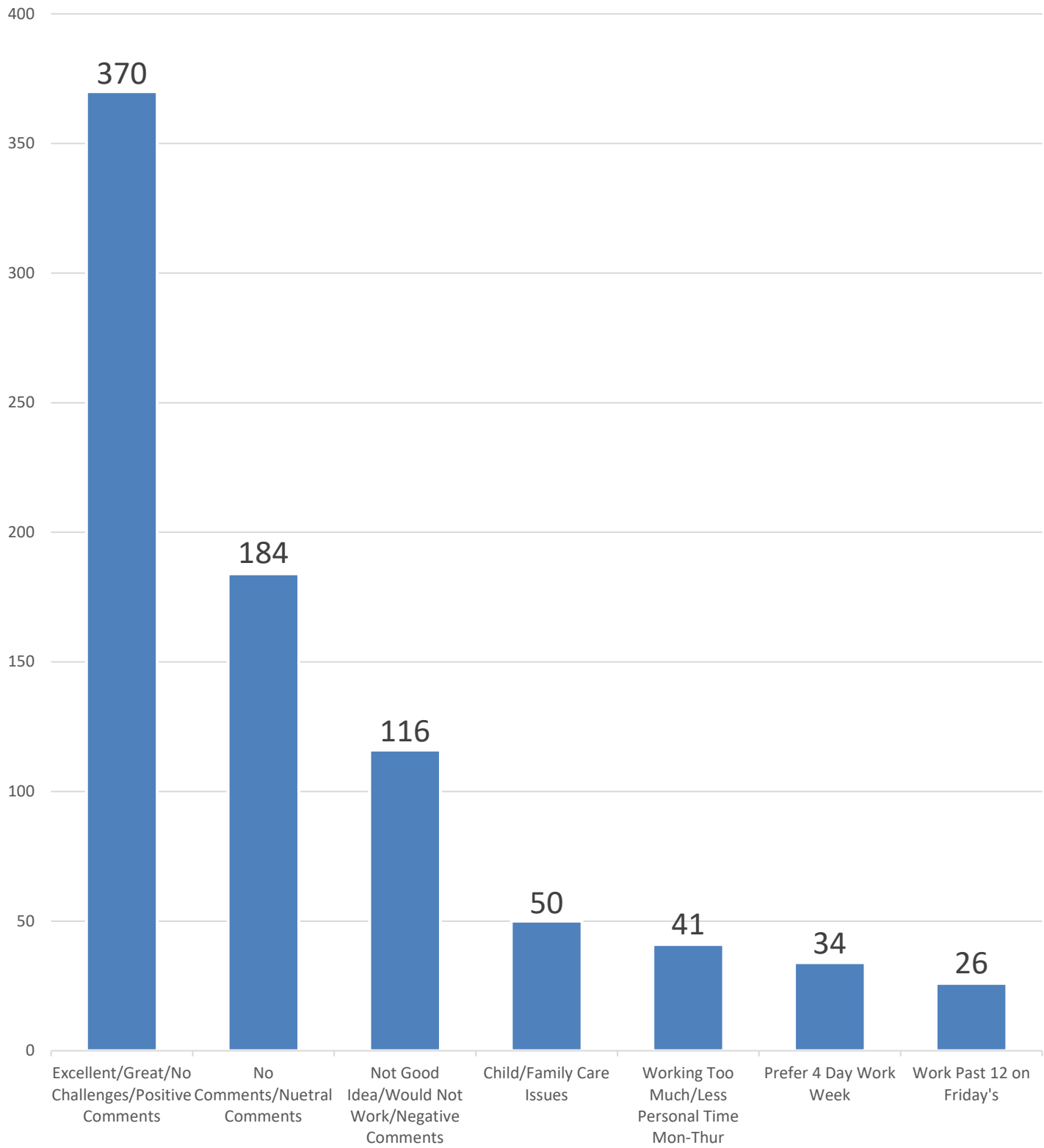
# Exhibit B

Term of Implementation  
Total Responses: 776



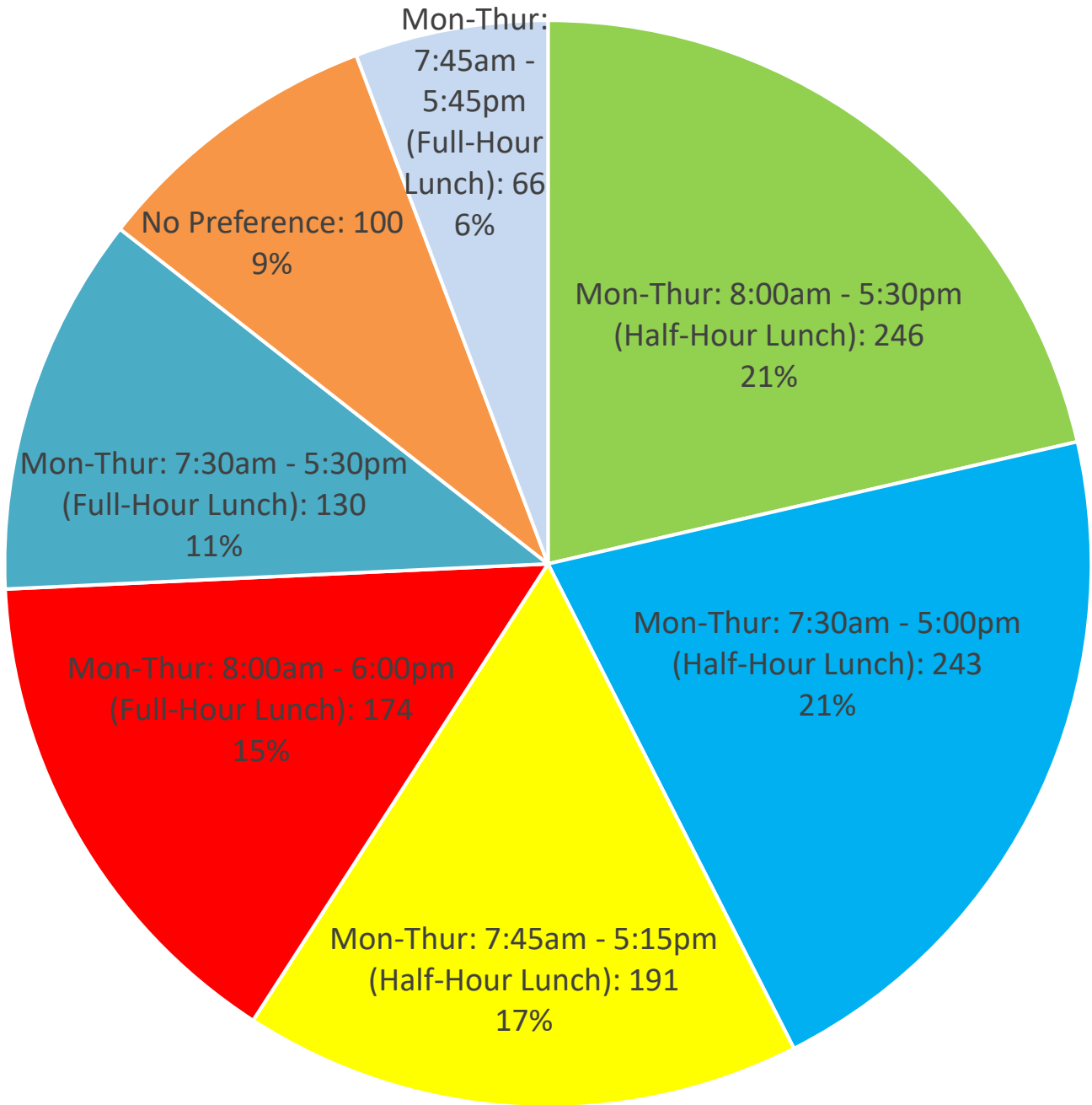
# Exhibit C

## Other Comments/Challenges



# Exhibit D

Potential Schedules  
Total Responses: 1,150





**Review and Action as Necessary Regarding Proposed Resolution  
2022-014 Casting Votes in the Recall Election of Starr County  
Appraisal District Board of Directors**

On April 27, 2022, the Starr County Chief Appraiser notified South Texas College of its entitlement to vote in a recall election of the Starr County Appraisal District Board of Directors.

As per the Chief Appraiser, on April 24, 2022, a resolution was adopted by the Starr County Commissioners Court wherein it has called for a recall election of Mr. Raul Pena, III from the Starr County Appraisal District Board of Directors.

On November 23, 2021, the South Texas College Board of Trustees cast 211 votes for Mr. Pena to serve on that Board. As per the Chief Appraiser, the Board of Trustees is entitled to cast that same number of votes, 211, either in favor of or against Starr County's resolution for the recall election. This vote must be submitted by formal resolution to the Starr County Appraisal District on or before May 27, 2022.

If the Starr County resolution for a recall election is successful, Mr. Pena will be recalled from the Board. At that point the Chief Appraiser will notify taxing entities of the opportunity to nominate new candidates, and later to cast votes on the nominated candidates.

The following pages include the proposed Resolution #2022-014, as well as correspondence from the Starr County Chief Appraiser regarding this recall election and procedures.

**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 Resolution #2022-014 casting the College's 211 votes for or against the proposed recall election.

**Approval Recommended:**

**Dr. Ricardo J. Solis  
President**

**RESOLUTION 2022-014**

**STATE OF TEXAS**

**COUNTY OF HIDALGO**

**WHEREAS**, the Chief Appraiser of Starr County Appraisal District has notified the South Texas College Board of Trustees of a resolution calling for a recall election of Starr County Commissioner Raul Pena, III from the Starr County Appraisal District Board of Directors: and

**WHEREAS**, South Texas College is entitled to cast a total of 211 votes in said election; and

**WHEREAS**, ballots must be returned by May 27, 2022 which is the deadline for accepting votes.

**NOW THEREFORE BE IT RESOLVED** South Texas College does hereby cast

\_\_\_ votes IN FAVOR OF

\_\_\_ votes AGAINST

for proposed recall election for one Member of the Starr County Appraisal Board of Directors for 2022 - 2023.

**READ. PASSED AND APPROVED** at a regular meeting by the Board of Trustees for South Texas College on this the 10th day of May, 2022.

BY: \_\_\_\_\_  
Ms. Rose Benavidez  
Chair, Board of Trustees

ATTEST:

BY: \_\_\_\_\_  
Mrs. Victoria Cantú  
Secretary, Board of Trustees



Starr County Appraisal District  
100 N. FM 3167, Ste. 300  
Rio Grande City, Texas 78582

*Rosalva Guerra, RPA*  
Starr County Chief Appraiser  
[www.starrcad.org](http://www.starrcad.org)

Tel. 956-487-5613  
Fax 956-487-8555  
[rguerra@starrcad.org](mailto:rguerra@starrcad.org)

**MEMO / NOTICE OF ELECTION OF RECALL OF MEMBER OF BOARD OF DIRECTORS**

To: To all taxing entities entitled to vote in a Recall Election of  
Starr County Appraisal District Board of Directors  
Fr: Rosalva Guerra, Chief Appraiser - Starr County Appraisal District  
Re: Starr County Resolution for Recall Election of One (1) Director  
Da: April 27, 2022

**NOTICE OF RECALL ELECTION  
TO TAXING ENTITIES THAT VOTE FOR  
STARR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS:**

**Please be advised as follows:** On April 24, 2022, a resolution was adopted by the Starr County Commissioners Court wherein it has called for a Recall Election of one (1) Director who currently stand elected as Directors of the Board of Directors on the Starr County Appraisal District Board of Directors for term years 2022-2023 and who was originally nominated for service by Starr County, Texas.

- (1) Starr County has adopted a resolution calling for a recall election the following one (1) director who was originally nominated to serve by and from Starr County:
  - (1) Starr County Commissioner Raul Pena, III

The recall election resolution was delivered to the Chief Appraiser - Starr County Appraisal District on April 25, 2022. By their resolution, Starr County is calling for a RECALL ELECTION. A copy of Starr County’s adopted resolution is attached for your reference.

**SUMMARY:** The resolution for a recall election by STARR COUNTY must now stand for a vote by the voting member taxing entities. Only if the resolution is approved by the votes of the voting member taxing entities will the recall be successful and the removal of the Starr County Commissioner Raul Pena, III be approved.

If the recall is successful, then an election for a replacement nominee immediately takes place. Replacement nominees can be made, by resolution, by any member taxing entity. Starr County, Texas has already nominated their requested replacement and is named in their resolution, a copy of which is attached.

**Action Requested: Please be advised that:**

(2) On or before May 27, 29022, the governing body of a taxing unit that cast any of its votes in the appointment of the board for that member the subject of this removal process (Raul Pena, III) may vote to recall the member(s) **by resolution submitted to the chief appraiser.**

Each entity resolution shall indicate whether the entity is voting their votes in support or opposed to the resolution by Starr County (see attached Starr County Resolution).

Each taxing unit is entitled to the same number of votes in the recall as it cast for that member(s) in the appointment of the board. (See resolutions submitted to the chief appraiser who cast votes for original member Raul Pena, III).

The governing body of the taxing unit calling for the recall (STARR COUNTY) may, but need not, cast its votes in favor of the recall in the same resolution in which it called for the recall. STARR COUNTY is interpreted and considered to be voting their votes in support of their resolution.

**Each entity eligible to vote should submit its votes, by resolution, to the Chief Appraiser of the Starr County Appraisal District either**

**(a) IN FAVOR or**

**(b) AGAINST**

**STARR COUNTY's Resolution for Recall Election of one Board of Director Member  
by on or before May 27, 2022.**

(3) Not later than the 10<sup>th</sup> day after the last day provided by this section for voting in favor of the recall, the chief appraiser shall count the votes cast in favor of the recall.

If the number of votes in favor of the recall equals or exceeds a majority of the votes cast for the member in the appointment of the board, the member is recalled and ceases to be a member of the board of directors.

Thereafter, the chief appraiser shall immediately notify in writing the presiding officer of the appraisal district board of directors and of the governing body of each taxing unit that voted in the recall election of the outcome of the recall election.

***If, the recall election is successful, then and immediately thereafter,***

(4) Each taxing unit is entitled to the same number of votes as it originally cast to appoint the recalled board member(s).

- (a) Each taxing unit entitled to vote may nominate **one candidate** of its choosing by resolution adopted by its governing body.
- (b) The presiding officer of the governing body of the unit shall submit the name(s) of the unit's nominee(s) to the chief appraiser on or before the 30th day after the date it receives notification from the chief appraiser of the result of the recall election.
- (c) On or before the 15th day after the last day provided for a nomination to be submitted, the chief appraiser shall prepare a ballot, listing the candidates nominated alphabetically according to each candidate's surname, and shall deliver a copy of the ballot to the presiding officer of the governing body of each taxing unit that is entitled to vote.
- (d) On or before the 15th day after the date on which a taxing unit's ballot is delivered, the governing body of the taxing unit shall determine its vote by resolution and submit it to the chief appraiser.
- (e) On or before the 15th day after the last day on which a taxing unit may vote, the chief appraiser shall count the votes, declare the candidate(s) who received the largest votes total appointed, and submit the results to the presiding officer of the governing body of the appraisal district and of each taxing unit in the district and to the candidates.

Respectfully submitted,



Rosalva Guerra, Chief Appraiser  
Starr County Appraisal District

CC: **Starr County Appraisal District Board of Directors**

with: **Starr County approved resolution**

**RESOLUTION BY STARR COUNTY COMMISSIONERS COURT  
NAMING RECOMMENDATION FOR DIRECTOR-MEMBER TO THE  
BOARD OF DIRECTORS OF THE STARR COUNTY APPRAISAL DISTRICT  
SERVICE TERM YEARS 2022-2023**

**PLEASE TAKE NOTICE:**

On the 25th of April 2022, at a duly posted and convened meeting, the Starr County Commissioners Court did consider, deliberate and by majority affirmative vote of the Court, did resolve and approve as follows, to wit and as herein stated:

The Starr County Commissioners Court approves and adopts a resolution recalling Commissioner Roy Pena, Jr., as a member of the Board of Directors of the Starr County Appraisal District.


Thereafter, pursuant to, and including but not limited to, applicable provisions of Chapter 6, Texas Tax Code, be it resolved that Starr County hereby declares that the following individual is recommended for nomination and inclusion as member-Director to the Board of Directors of the Starr County Appraisal District Board of Directors for the service term, years 2022 – 2023. The member of the Commissioners Court named and identified herein for service as Director and as candidate for membership to the Starr County Appraisal District Board of Directors is:

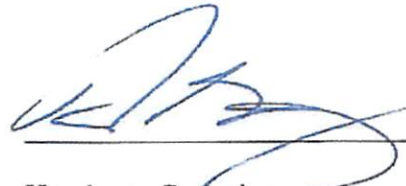
Hon. Eloy Vera

**IT BEING SO RESOLVED AND APPROVED:** that said nominee stated herein, in the form and as memorialized by this Resolution shall be immediately transmitted and delivered by Starr County to the Chief Appraiser of the Starr County Appraisal District.

**BE IT FURTHER CONFIRMED,** that by a majority vote of the Starr County Commissioners Court, this resolution reflects the official action of the Starr County Commissioners Court for the purposes stated herein and this shall be promptly and subsequently confirmed and be included in the official minutes of action formally taken by the Starr County Commissioners.”

DONE and ENTERED in RIO GRANDE CITY, on April 25, 2022.

  
\_\_\_\_\_  
Judge Eloy Vera  
Starr County Judge

  
\_\_\_\_\_  
Humberto Gonzalez  
Starr County Clerk

*Received  
4/26/2022  
JAG*



## RESOLUTION


**WHEREAS**, Section 6.03 of the Texas Property Tax Code outlines the selection procedure of County Appraisal District Directors; and

**WHEREAS**, a procedure is set by the Code for the casting of its votes for positions to be filled on the Board of Directors of the County Appraisal District and under this procedure; each taxing agency may vote by resolution for each position to be filled on the Board of Directors; and


**WHEREAS**, the County of Starr shall cast its votes by Resolution on accordance with the Code's guidelines.

**THEREFORE**, BE IT HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE COUNTY OF STARR that official action is hereby taken to nominate Commissioner Raul Pena, III with 867 votes and Commissioner Eloy Garza with 867 votes as the Board's candidates to serve as directors of Appraisal District of Starr County, and the Board of Trustees request that this action as shown in the RESOLUTION be made a part of the official minutes of the District and a copy be sent to the Chief Appraiser of the Starr County Appraisal District, Starr County, Texas

**ADOPTED AND SIGNED** this 13<sup>h</sup> day of December, 2021.

  
\_\_\_\_\_  
Eloy Vera, Starr County Judge

Attest:

  
\_\_\_\_\_  
Humberto "Bert" Gonzalez, Jr.,  
Starr County Clerk

**STARR COUNTY APPRAISAL DISTRICT  
100 FM 3167, STE 300  
RIO GRANDE CITY, TEXAS 78582**

**"OFFICIAL BALLOT"**

**ELECTION OF 2022-2023  
APPRAISAL DISTRICT BOARD OF DIRECTORS**

<b>ENTITY: STARR COUNTY</b>	<b>AUTHORIZED VOTES: 1734</b>
<b>NOMINEE</b>	<b># OF VOTES</b>
<b>CLARISSA ALVAREZ</b>	
<b>JAIME ESCOBAR</b>	
<b>ELOY GARZA</b>	<i>867</i>
<b>ROY PENA</b>	<i>867</i>
<b>ROGERIO OLIVARES</b>	
<b>ENARNACION SAENZ III</b>	

December 13, 2021  
**DATE RESOLUTION PASSED  
(ATTACH RESOLUTION)**

  
**AUTHORIZED REPRESENTATIVE**



**RESOLUTION 2022-007**

**STATE OF TEXAS**

**COUNTY OF HIDALGO**

**WHEREAS**, the Chief Appraiser of Starr County Appraisal District has called for the election of the Hidalgo County Appraisal District Board of Directors: and

**WHEREAS**, South Texas College is entitled to cast a total of 422 votes in said election; and

**WHEREAS**, ballots must be returned by December 15, 2021 which is the deadline for accepting votes.

**NOW THEREFORE BE IT RESOLVED** South Texas College does hereby cast

\_\_\_ votes for Clarissa Alvarez

\_\_\_ votes for Jaime Escobar

211 votes for Eloy Garza

211 votes for Roy Pena

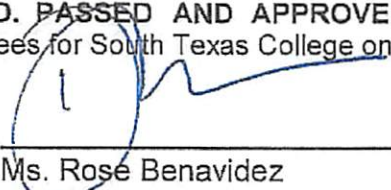
\_\_\_ votes for Rogerio Olivares

\_\_\_ votes for Encarnacion Saenz III

for Starr County Appraisal Board of Directors for 2022 - 2023.

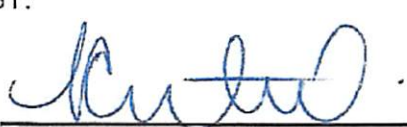
**READ, PASSED AND APPROVED** at a regular meeting by the Board of Trustees for South Texas College on this the 23rd day of November, 2021.

BY:

  
\_\_\_\_\_  
Ms. Rose Benavidez  
Chair, Board of Trustees

ATTEST:

BY:

  
\_\_\_\_\_  
Mrs. Victoria Cantú  
Secretary, Board of Trustees

# STARR COUNTY APPRAISAL DISTRICT

## 2022-2023 BOARD OF DIRECTOR ELECTION RESULTS FOR FIVE MEMBERSHIP SLOTS

CANDIDATES	TOTAL VOTES
JAIME ESCOBAR	857
ELOY GARZA	1078
ROY PENA	1078
ROGERIO OLIVARES	894
ENCARNACION SAENZ III	894
CLARISSA ALVAREZ	18
TOTAL VOTES CASTED	4819

TOTAL NUMBER OF VOTES AVAILABLE FOR CASTING: 5000  
TOTAL NUMBER OF VOTES CASTED: 4819  
NUMBER OF VOTES NOT CASTED: 181

### 2022-2023 ELECTED BOARD OF DIRECTORS (FIVE SLOTS)

JAIME ESCOBAR  
ELOY GARZA  
ROY PENA  
ROGERIO OLIVARES  
ENCARNACION SAENZ III

### BOARD OF DIRECTOR'S TERM

JANUARY 1, 2022 THROUGH DECEMBER 31, 2023

I, ROSALVA GUERRA, ON DECEMBER 28, 2021, CERTIFY THE 2022-2023 BOARD ELECTION RESULTS AND DECLARE THE ELECTED BOARD OF DIRECTORS AS NOTED ABOVE IN ACCORDANCE WITH SECTION 6.03 OF THE TEXAS PROPERTY TAX CODE.

  
\_\_\_\_\_  
ROSALVA GUERRA, CHIEF APPRAISER  
STARR COUNTY APPRAISAL DISTRICT

**Approval of Order Canvassing the Election Returns of the May 7, 2022 South Texas College Board of Trustees Election for Single-Member District Three (3) and Single-Member District Four (4) as Certified by Elections Officer and Hidalgo County Elections Administrator, Yvonne Ramon**

Approval of the Orders canvassing the election returns of the May 7, 2022 South Texas College Board of Trustees Election for Single-Member District Three (3) and Single-Member District Four (4), as Certified by Elections Officer and Hidalgo County Elections Administrator, Yvonne Ramón, is requested.

It is necessary for the Board of Trustees to canvass the returns for the May 7, 2022 South Texas College Board of Trustees Election for Single-Member District Three (3) and Single-Member District Four (4).

In order to canvass election returns, the Texas Election Code § 67.004 a) states, “Two members of the authority constitute a quorum for purposes of canvassing an election.”

If the Canvass Reports are available from the Hidalgo County Elections Department in time for action on May 10, 2022, they will be provided to the trustees for action.

If the reports are not yet available from the Hidalgo County Elections Department for this meeting, another special meeting will need to be called on or before May 18, 2022.

**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 Order canvassing the election returns of the May 7, 2022 South Texas College Board of Trustees Election for Single-Member District Three (3) and Single-Member District Four (4) as Certified by Elections Officer and Hidalgo County Elections Administrator, Yvonne Ramón, as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**

## **Approval of Order to Certify May 7, 2022 Election Returns**

Approval of the Order to Certify the May 7, 2022 Election Returns for South Texas College Board of Trustees for Single-Member District Three (3) and Single-Member District Four (4) as required by Section 67.016 of the Texas Election Code is requested.

This action is contingent upon the College's ability to canvass the election results, which is in turn contingent upon receipt of the canvass reports from the Hidalgo County Elections Department. If those reports are not yet available, this item will be presented to the Board again at the next appropriate meeting.

The intent of this certification of the election results is to verify the election of the officials (Trustees). The elected Trustees are required to have a form filed for certification of election and the form is to be completed by the Chairman of the Board of Trustees.

**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 authorizes and adopts the Order certifying the election results for the South Texas College Trustee Election held on May 7, 2022 as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**