



**SOUTH TEXAS
COLLEGE**

Board of Trustees

Special Board Meeting

Wednesday, July 13, 2022

5:00 p.m.

Pecan Campus

Ann Richards Administration Building

Board Room

McAllen, Texas

Online Board Packet

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES SPECIAL BOARD MEETING
Wednesday, July 13, 2022 @ 5:00 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. Public Comments**
- IV. Deliberation and Action as Necessary**
 - 1. Discussion and Action as Necessary on Texas Association of School Boards Compensation Study 4 - 11
 - 2. Discussion and Action as Necessary on Proposed Staffing Plan Revisions Requests for FY 2022 – 2023 12 - 18
 - A. Funding Increase to Faculty Instructional Pool
 - B. Reinstatement of NAH Faculty Positions
 - C. Funding Increases to Dual Credit and Adjunct Instructor Pool
 - D. Critical New Non-Faculty Positions
 - E. Reclassifications of Vacant Non-Faculty Positions
 - F. Funding of Selected Previously Frozen Positions
 - G. Pool Adjustments to Instructional Direct Wage Pool and Non-Faculty Temp Pool
 - H. ITED Restructure – Restricted to Unrestricted
 - I. Funding for FY 2022 – 2023 Positions Salary Reserve Pool
 - J. Title Changes of Non-Faculty Positions
 - K. Position Salary Adjustments Approved by the President During FY 2021-2022
 - L. Salary Reserve Pool and Budget Amendment Approval During FY 2021-2022
 - M. Funding Sources: 1) Deletion of Vacant Non-Faculty Positions and Pool and Reduction of Direct Wage Pools
 - N. Compensation Study Adjustments

3. Approval to Rescind the Award of Engineering Services and Cancel the Use of Higher Education Emergency Relief Funds (HEERF) for the District Wide Air Handler Replacements..... 19 - 20

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I. Next Meetings:

- Tuesday, July 26, 2022
 - 5:30 p.m. – Regular Board Meeting

Discussion and Action as Necessary on Texas Association of School Boards Compensation Study

Approval of the Texas Association of School Boards (TASB) Compensation Study and to proceed with recommended results will be requested at the July 13, 2022 Special Board Meeting.

Mary Elizondo, Vice President for Finance and Administrative Services, will present on the TASB compensation study recommendations for the College.

Purpose – To implement the proposed recommendation results from the TASB compensation study in order to ensure that the College’s pay practices align with other institutions’ practices and standards.

Justification – The Human Resources Services Division of TASB conducted a comprehensive review of the College’s employee compensation plan, examined the competitive job market, and recommended to update the College’s current pay structure to maintain internally equity and externally competitive salaries.

Background – The last compensation study for South Texas College staff employees was conducted in FY 2013 – 2014.

On April 20, 2006, the Board of Trustees approved the intent of a three year Faculty Pay Plan to be funded for the first year (FY 2006 - 2007) with the second and third year funding subject to an evaluation of the impact of the salary increases on faculty retention, recruitment, and performance and subject to the availability of funds. The percentage increases for FY 2006 - 2007, FY 2007 - 2008, and FY 2008 – 2009, were 6.9%, 9.6%, and 9.1% respectively.

On October 26, 2021, the Board of Trustees approved an agreement with TASB for a compensation study for the College’s full-time faculty and staff.

One of the many services the TASB Compensation Group of Human Resources Services delivers includes wage and salary surveys, and consulting to develop and maintain effective pay systems for employees.

On June 6, 2022, Ms. Luz Cadena, TASB Human Resources Services Consultant, presented the Compensation Pay System Study results and recommendations to the Board of Trustees at a Board Work Session. In addition to the cost at the minimum hourly rate of \$11.00, to other cost models have been requested for minimum hourly rate of \$12.15 and \$13.00. The table below reflects the total cost per cost model.

The detail of that cost model follows the table.

Cost – Models					
Pay Group	General Pay Increase	Adjustments	Estimated Total Increase	Benefits	Total
Cost – Model A (\$11.00)					
Model A-1: 2.0% GPI	\$1,655,599	\$1,656,259	\$3,311,858	\$746,824	\$4,058,682
Model A-2: 2.5% GPI	\$2,079,366	\$1,647,704	\$3,727,070	\$840,454	\$4,567,524
Model A-3: 3.0% GPI	\$2,496,036	\$1,603,792	\$4,099,828	\$924,511	\$5,024,339
Cost – Model B (\$12.15)					
Model B-1: 2.0% GPI	\$1,673,397	\$2,061,432	\$3,734,829	\$842,203	\$4,577,032
Model B-2: 2.5% GPI	\$2,098,457	\$2,038,502	\$4,136,959	\$840,454	\$4,567,524
Model B-3: 3.0% GPI	\$2,519,700	\$1,978,223	\$4,497,923	\$1,014,282	\$5,512,205
Cost – Model C (\$13.00)					
Model C-4: 2.0% GPI	\$1,678,723	\$2,400,099	\$4,078,822	\$919,773	\$4,998,595
Model C-5: 2.5% GPI	\$2,107,296	\$2,367,396	\$4,474,692	\$1,009,042	\$5,483,734
Model C-6: 3.0% GPI	\$2,531,742	\$2,297,236	\$4,828,978	\$1,088,934	\$5,917,912

TASB Recommendation – at the June 6, 2022 Board Work Session, TASB provided the following recommendations as presented for FY 2022 – 2023.

Recommendation 1
Implement pay structure adjustments to align with market <ul style="list-style-type: none"> Strong starting salaries ⇒ Administrative/Technical Support and Operations Support - \$11.00 entry rate (25.4% adjustment from current \$8.77 per hour) Midpoints aligned with market Jobs reclassified based on level of skill, effort, and scope of responsibility
Recommendation 2
Adopt a general pay increase (GPI) to maintain market position <ul style="list-style-type: none"> Model 1: 2% for all staff ⇒ Includes a \$1,260 increase for all continuing faculty on the master’s degree schedule. Additional adjustments at years 1-8 and 10-12 for market alignment. Model 2: 2.5% for all staff

- ⇒ Includes a \$1,500 increase for all continuing faculty on the master’s degree schedule. Additional adjustments at years 1-12 for market alignment.
- Model 3: 3.0% for all staff
 - ⇒ Includes a \$1,910 increase for all continuing faculty on the master’s degree schedule. Additional adjustments at years 1-12 for market alignment.
- For faculty, GPI calculated as a percentage of degree midpoint
- For other staff, GPI calculated as a percentage of employee’s pay grade midpoint
- Credit job related experience up to 20 years for faculty and up to the range midpoint with peer equity for exempt and nonexempt jobs

Recommendation 3

- Provide adjustments to address market differences and maintain equity
- Adjustments to 1% above the range minimum
 - Strategic adjustments of additional 1% of midpoint for administrative/professional employees whose pay remains below 90 percent of the new midpoint after the GPI is applied
 - Placement scale adjustments to align pay by years of experience and relieve pay compression for nonexempt staff

Recommendation 4

- Adopt a market-base approach to pay planning
- Annually review the compensation plan and updates needed to maintain a competitive market position
 - For all employees, grant pay raises based on available revenue each year

TASB provided the Cost Models as follows:

Cost – Model A-1 (2.0% GPI) – (\$11.00)					
Pay Group	General Pay Increase	Adjustments	Estimated Total Increase	Benefits	Total
Faculty (512)	\$667,018	\$754,810	\$1,421,828	\$320,622	\$1,742,450
Executive Administrative Professional (309)	\$438,360	\$267,077	\$705,437	\$159,076	\$864,513
Technology (62)	\$79,004	\$109,224	\$188,228	\$42,445	\$230,673
Administrative Technical Support (412)	\$313,740	\$364,800	\$678,540	\$153,011	\$831,551
Operations Support (210)	\$157,477	\$160,348	\$317,825	\$71,670	\$389,495
Total	\$1,655,599	\$1,656,259	\$3,311,858	\$746,824	\$4,058,682
% of Current Costs	2.2%	2.2%	4.5%		

Cost – Model A-2 (2.5% GPI) – (\$11.00)					
Pay Group	General Pay Increase	Adjustments	Estimated Total Increase	Benefits	Total
Faculty (512)	\$841,713	\$818,199	\$1,659,912	\$374,310	\$2,034,222
Executive Administrative Professional (309)	\$547,947	\$247,570	\$795,517	\$179,389	\$974,906
Technology (62)	\$98,779	\$102,907	\$201,686	\$45,480	\$247,166
Administrative Technical Support (412)	\$394,825	\$331,056	\$725,881	\$163,686	\$889,567
Operations Support (210)	\$196,102	\$147,972	\$344,074	\$77,589	\$421,663
Total	\$2,079,366	\$1,647,704	\$3,727,070	\$840,454	\$4,567,524
% of Current Costs	2.8%	2.2%	5.0%		

Cost – Model A-3 (3.0% GPI) – (\$11.00)					
Pay Group	General Pay Increase	Adjustments	Estimated Total Increase	Benefits	Total
Faculty (512)	\$1,011,113	\$840,054	\$1,851,167	\$417,438	\$2,268,605
Executive Administrative Professional (309)	\$657,536	\$230,947	\$888,483	\$200,353	\$1,088,836
Technology (62)	\$118,515	\$95,934	\$214,449	\$48,358	\$262,807
Administrative Technical Support (412)	\$473,270	\$300,804	\$774,074	\$174,554	\$948,628
Operations Support (210)	\$235,602	\$136,053	\$371,655	\$83,808	\$455,463
Total	\$2,496,036	\$1,603,792	\$4,099,828	\$924,511	\$5,024,339
% of Current Costs	3.4%	2.2%	5.5%		

At the Board Session, the Board of Trustees requested the following information:

- Implementing a minimum starting salary for non-faculty at \$25,000. Cost models were updated as follows:
 - ⇒ Cost Model A (2.0% GPI) \$3,734,829
 - ⇒ Cost Model B (2.5% GPI) \$4,136,959
 - ⇒ Cost Model C (3.0% GPI) \$4,497,923

- Budgets for the other Community Colleges in the peer group (Exhibit 1).
- Property tax valuation and revenue for other Community Colleges in the peer group (Exhibit 2).
- Other faculty payments including stipends, overloads, special assignments, and extensions (Exhibit 3).

The above information requested by the Board of Trustees follows in the packet for the Committee’s information and review.

After the June 14, 2022 Finance, Audit, Human Resources Committee Meeting, Administration was asked to provide the cost models for implementing a minimum hourly rate of \$12.15 or \$25,000 annually.

Updated Cost – Model B-1 (2.0% GPI) – (\$12.15)					
Pay Group	General Pay Increase	Adjustments	Estimated Total Increase	Benefits	Total
Faculty (512)	\$667,018	\$754,810	\$1,421,828	\$320,622	\$1,742,450
Executive Administrative Professional (309)	\$438,360	\$267,077	\$705,437	\$159,076	\$864,513
Technology (62)	\$79,004	\$109,224	\$188,228	\$42,445	\$230,673
Administrative Technical Support (412)	\$326,006	\$631,592	\$957,598	\$215,938	\$1,173,536
Operations Support (210)	\$163,009	\$298,729	\$461,738	\$104,122	\$565,860
Total	\$1,673,397	\$2,061,432	\$3,734,829	\$842,203	\$4,577,032
% of Current Costs	2.3%	2.8%	5.0%		

Updated Cost – Model B-2 (2.5% GPI) – (\$12.15)					
Pay Group	General Pay Increase	Adjustments	Estimated Total Increase	Benefits	Total
Faculty (512)	\$841,713	\$818,199	\$1,659,912	\$374,310	\$2,034,222
Executive Administrative Professional (309)	\$547,947	\$247,570	\$795,517	\$179,389	\$974,906
Technology (62)	\$98,779	\$102,907	\$201,686	\$45,480	\$247,166
Administrative Technical Support (412)	\$407,156	\$588,652	\$995,808	\$163,686	\$889,567
Operations Support (210)	\$202,862	\$281,174	\$484,036	\$77,589	\$421,663
Total	\$2,098,457	\$2,038,502	\$4,136,959	\$840,454	\$4,567,524
% of Current Costs	2.8%	2.7%	5.6%		

Update Cost – Model B-3 (3.0% GPI) – (\$12.15)					
Pay Group	General Pay Increase	Adjustments	Estimated Total Increase	Benefits	Total
Faculty (512)	\$1,011,113	\$840,054	\$1,851,167	\$417,438	\$2,268,605
Executive Administrative Professional (309)	\$657,536	\$230,947	\$888,483	\$200,353	\$1,088,836
Technology (62)	\$118,515	\$95,934	\$214,449	\$48,358	\$262,807
Administrative Technical Support (412)	\$490,237	\$546,546	\$1,036,783	\$233,795	\$1,270,578
Operations Support (210)	\$242,299	\$264,742	\$507,041	\$114,338	\$621,379
Total	\$2,519,700	\$1,978,223	\$4,497,923	\$1,014,282	\$5,512,205
% of Current Costs	3.4%	2.7%	6.1%		

After the June 14, 2022 Finance, Audit, Human Resources Committee Meeting, Administration was asked to obtain from TASB the cost models for implementing a minimum hourly rate for non-faculty employees of \$13.00.

The Cost Models for implementing a minimum starting hourly rate for non-faculty at \$13.00 are as follows:

Model C-4 \$45,250 starting, 2.0% GPI \$13/hr. new MIN for returning Nonexempt					
Pay Group	General Pay Increase	Adjustments	Estimated Total Increase	Benefits	Total
Faculty (512)	\$667,018	\$754,810	\$1,421,828	\$320,622	\$1,742,450
Executive Administrative Professional (309)	\$438,360	\$267,077	\$705,437	\$159,076	\$864,513
Technology (62)	\$79,004	\$109,224	\$188,228	\$42,445	\$230,673
Administrative Technical Support (412)	\$326,006	\$803,401	\$1,129,407	\$254,681	\$1,384,088
Operations Support (210)	\$168,335	\$465,587	\$633,922	\$142,949	\$776,871
Total	\$1,678,723	\$2,400,099	\$4,078,822	\$919,773	\$4,998,595
% of Current Costs	2.3%	3.2%	5.5%		

Model C-5 \$46,250 starting, 2.5% GPI \$13/hr. new MIN for returning Nonexempt					
Pay Group	General Pay Increase	Adjustments	Estimated Total Increase	Benefits	Total
Faculty (512)	\$841,713	\$818,199	\$1,659,912	\$374,310	\$2,034,222
Executive Administrative Professional (309)	\$547,947	\$247,570	\$795,517	\$179,389	\$974,906
Technology (62)	\$98,779	\$102,907	\$201,686	\$45,480	\$247,166
Administrative Technical Support (412)	\$409,234	\$754,931	\$1,164,165	\$262,519	\$1,426,684
Operations Support (210)	\$209,623	\$443,789	\$653,412	\$147,344	\$800,756
Total	\$2,107,296	\$2,367,396	\$4,474,692	\$1,009,042	\$5,483,734
% of Current Costs	2.8%	3.2%	6.0%		

Model C-6 \$46,750 starting, 3.0% GPI \$13/hr. new MIN for returning Nonexempt					
Pay Group	General Pay Increase	Adjustments	Estimated Total Increase	Benefits	Total
Faculty (512)	\$1,011,113	\$840,054	\$1,851,167	\$417,438	\$2,268,605
Executive Administrative Professional (309)	\$657,536	\$230,947	\$888,483	\$200,353	\$1,088,836
Technology (62)	\$118,515	\$95,934	\$214,449	\$48,358	\$262,807
Administrative Technical Support (412)	\$492,315	\$708,519	\$1,200,834	270,788	\$1,471,622
Operations Support (210)	\$252,263	\$421,782	\$674,045	\$151,997	\$826,042
Total	\$2,531,742	\$2,297,236	\$4,828,978	\$1,088,934	\$5,917,912
% of Current Costs	3.4%	3.1%	6.5%		

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

On June 28, 2022, the Board of Trustees requested a Board Work Session to discuss these options in greater detail.

Administration recommends approval of Model C-6, which includes a 3.0% general pay increase and adjusts the minimum wage paid by South Texas College to \$13.00 per hour, with adjustments as necessary to pay groups to accommodate the new minimum wage.

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 Model C-6, which includes a 3.0% general pay increase and adjusts the minimum wage paid by South Texas College to \$13.00 per hour, with adjustments as necessary to pay groups to accommodate the new minimum wage.

Approval Recommended:

Dr. Ricardo J. Solis
President

**Discussion and Action as Necessary on Proposed Staffing Plan
 Revisions Requests for FY 2022 – 2023**

- A. Faculty Instructional Pool
- B. Reinstatement of NAH Faculty Positions
- C. Dual Credit and Adjunct Instructor Pool
- D. New Critical Non-Faculty Positions
- E. Reclassifications of Vacant Non-Faculty Positions
- F. Previously Frozen Positions
- G. Pool Adjustments to Instructional Direct Wage Pool and Non-Faculty Temp Pool
- H. ITED Restructure – Restricted to Unrestricted
- I. Funding for FY 2022 – 2023 Positions Salary Reserve Pool
- J. Title Changes of Non-Faculty Positions
- K. Position Salary Adjustments Approved by the President During FY 2021-2022
- L. Salary Reserve Pool and Budget Amendment Approval During FY 2021-2022
- M. Funding Sources: 1) Deletion of Vacant Non-Faculty Positions and Pool and Reduction of Direct Wage Pools
- N. Compensation Study Adjustments

Approval of the Proposed Staffing Plan Revisions requests for FY 2022 – 2023 will be requested at the July 13, 2022 Special Board Meeting.

Purpose – To discuss staffing plan revisions requests for FY 2023 – 2023, which include the approval of the critical new non-faculty position, reclassification of vacant non-faculty positions, funding of selected previously frozen positions, FY 2022-2023 position salary funding reserve pool adjustments, title changes of non-faculty positions, deletion of vacant non-faculty positions and reduction of pools, and changes approved by the College President throughout FY 2021-2022.

Justification – Administration has reviewed the proposed staffing plan revisions requests for FY 2022 – 2023 with staff, which include the critical new non-faculty position, reclassification of vacant non-faculty positions, funding of selected previously frozen position, pool adjustments, title changes of non-faculty positions, deletion of vacant non-faculty positions and reduction of pools, and FY 2022-2023 position salary funding reserve and support them subject to the availability of funding and Board approval of the final budget.

Background – The Staffing Plan Revisions Requests for FY 2022 – 2023 are as follows:

Staffing Plan Revisions Requests	Amount	Funding Available	Impact on FY23 Budget
A. Funding Increases to Faculty Instructional Pool	\$0	\$ -	\$0
B. Reinstatement of NAH Faculty Positions (5)	274,995	-	274,995

C. Funding Increases to Dual Credit and Adjunct Instructor Pool	300,000	-	300,000
D. Critical New Non-Faculty Positions (11)	554,593	(185,435)	369,158
E. Reclassification and Salary Adjustment of Vacant Non-Faculty Positions (5)	63,190	(63,190)	0
F. Selected Previously Frozen Positions (2)	92,943	(92,943)	0
G. Pool Adjustments to Instructional Direct Wage Pools and Non-Faculty Temp Pools (18)	310,982	(118,348)	192,634
H. ITED Restructure - Restricted to Unrestricted	558,973	-	558,973
I. Funding for FY 2022 - 2023 Positions Salary Reserve Pool	-	-	-
N. Compensation Study Adjustments (3% GPI)	4,099,828	-	4,099,828
N. Compensation Study Minimum Salary Increase (\$13.00)	398,095	-	398,095
Compensation Study Minimum Salary Increase (\$13.00)	331,055	-	331,055
Changes in Salaries due to Vacancies and New Hires	(288,318)		(288,318)
Covid-19 Training and Retention Incentive Payments	(401,250)		(401,250)
Total	\$6,295,086	\$(459,916)	\$5,835,170

FY 2022 Salary Budget Revisions

The total increase of \$8,228,222 in salary budget from Fiscal Year 2021 – 2022 to Fiscal Year 2022 – 2023 includes the above staffing plan revisions requests totaling \$5,835,170, and an increase totaling \$2,393,052, consisting of the following:

FY 2022 Salary Budget Revisions	Amount	
Proposed FY 2022 -2023 Staffing Plan Revisions Requests		\$5,835,170
Plus:		
K-1 Salary Adjustments Approved by the President in FY 2021 - 2022	248,637	
Removal of COVID Training and Retention Incentive Payments	401,250	
(L) Salary Reserve Pool	(1,785,157)	
(L-1) Unfreeze Staff Positions (9/15/2021)	1,217,573	
(L-1) New Positions and Adjustments to Existing Positions (9/15/2021)	150,200	
(L-1) Instructional Pool Increase (9/15/2021)	417,384	

L-2 Restoration of Frozen Positions Board Approved in FY 2021 – 2022	619,415	
L-2 Funding for New Positions Board Approved in FY 2021 – 2022	123,750	
L-2 Budget Amendment – Instructional Pool Increase (2/22/2022)	1,000,000	
Total Changes		2,393,052
FY 2022 - 2023 Salary Budget Increase from Original Budget		\$8,228,222

Details of the Proposed Staffing Plan Revisions Requests for FY 2022 – 2023 are as follows:

A. Funding Increases to Faculty Instructional Pool

No increase in the faculty instructional pool.

B. Reinstatement of NAH Faculty Positions

Reinstatement of five (5) NAH Faculty Positions is proposed for FY 2022 – 2023 to support student enrollment. A proposed net increase in the amount of \$274,995 is being requested.

C. Funding Increases to Dual Credit and Adjunct Instructor Pool

An increase in the Dual Credit and Instructor Pool of \$300,000 will be required in FY 2022-2023 to increase instructor payments. The Adjunct Instruction Pool will not be increased

D. New Critical Non-Faculty Positions

Eleven (11) critical new non-faculty positions is proposed for FY 2022– 2023 to support college operations. A proposed net increase in salary budget in the amount of \$369,158 is being requested for these positions as follows:

Critical New Non-Faculty Positions	Amount
Critical New Non-Faculty Position (11)	\$554,593
Less -- Funding from Savings of Existing Vacant Positions and Pool Positions	(185,435)
Net Salary Budget Increase for New Non-Faculty Positions	\$369,158

E. Reclassifications of Vacant Non-Faculty Positions

Reclassifications of vacant positions were recommended by the appropriate supervisor and reviewed with the Office of Human Resources.

A total of five (5) reclassifications of vacant positions are proposed, resulting in the title, classification, pay grade change, and/or possible salary adjustments. Funding for the adjustments totaling \$63,190 has been identified from vacant positions and salary pools, resulting in a net increase in the salary budget as follows:

Reclassification of Non-Faculty Positions	Amount
Salary Budget for Proposed Reclassifications of Non-Faculty Positions (5)	\$63,190
Less -- Funding from Savings of Existing Vacant Positions and Pool	(63,190)
Net Salary Budget Increase for Reclassifications of Vacant Positions	\$0

F. Funding of Selected Previously Frozen Non-Faculty Positions

A total of two (2) previously frozen positions are proposed to be unfrozen. These positions are critically necessary for the operations of the College functions.

Selected Previously Frozen Non-Faculty Positions	Amount
Unfreeze Non-Faculty Positions (2)	\$92,943
Less -- Funding from Savings of Existing Vacant Positions and Pool	(92,943)
Net Salary Budget Increase for Unfreezes	\$0

G. Funding Adjustments to Direct Wage Pools and Non-Faculty Temp Pools

A total of eighteen (18) pools are proposed to increase in the amount of \$192,634 to support the daily operations of the College in Fiscal Year 2022-2023.

Pool Funding	Amount
Total Adjustment for Direct Wage Pools and Faculty Temp Pool	\$310,982
Less -- Funding from savings from existing vacant positions	(118,348)
Net Salary Budget Increase for Direct Wage Pools and Non-Faculty Temp Pool	\$192,634

H. ITED Restructure – Restricted to Unrestricted

The positions for Office of Industry Training and Economic Development (ITED) will be transitioning from restricted to unrestricted for FY 2022-2023. The total impact to the FY 2022 – 2023 budget is \$558,973.

I. Salary Reserve Pool

No Salary Reserve Pool will be requested for FY 22-23.

J. Title Changes of Non-Faculty Positions

A total of eleven (11) positions are proposed to change titles to align with department restructuring. Adjustments for the new title change will be set with the recommended amount from TASB and is budgeted in the compensation study.

K. Position Salary Adjustments During FY 2021 – 2022 Approved by the President

- Budget impact - Staffing plan revisions during the year were approved by the President that will impact the FY 2022 – 2023 budget due to filled and vacant positions requiring salary adjustments resulting from position reclassifications totaling \$248,637.
- No budget impact – Other staffing plan revisions approved by the President included title changes and classification changes with no budget impact to FY 2022 - 2023.

L. Salary Reserve Pool and Budget Amendment Approval During FY 2021-2022

- 1) On July 27, 2021, the Board approved a salary reserve pool to fund frozen positions, new positions, adjustments to vacant positions, and an instructional pool increase totaling \$1,785,157. These funds were allocated and the positions became effective in fiscal year 2021 – 2022. There is no impact to fiscal year 2022 – 2023.

Salary Reserve Pool for FY 2021 – 2022 Approved by the President	Amount
Unfreeze Non-Faculty Positions (35)	\$1,217,573
New Positions and Adjustments to Existing Positions (3)	150,200
Instructional Pool Increase (1)	417,384
Total	\$1,785,157

- 2) On February 22, 2022, the Board approved a budget amendment that included an additional request to unfreeze positions, fund new positions, and increase the instructional pool totaling \$1,743,165.

Budget Amendment for FY 2021 - 2022	Amount
Instructional Pool Increase (1)	1,000,000

Budget Amendment for FY 2021 - 2022	Amount
Unfreeze Non-Faculty Positions (18)	\$619,415
New Positions (2)	123,750
Total	\$743,165

Budget Amendment for FY 2021 - 2022	Amount
Grand Total	\$1,743,165

M. Funding Sources: 1) Deletion of Vacant Non-Faculty Positions and Pool, 2) Reduction of Direct Wage Pools for FY 2022-2023

1. Deletion of Vacant Non-Faculty Positions

The budget of eleven (11) Non-Faculty Positions, one (1) Salary Pool, and one (1) Direct Wage Pool will fund other salary pools and positions.

- A total of eleven (11) non-faculty positions are proposed to be deleted and reduced to fund new positions, frozen positions, reclassification of vacant positions, and any remaining funds will be transferred to fund pools.
- A total of one (1) salary pool is proposed to be deleted. The funds will be used to unfreeze a position.
- A total of one (1) direct wage pool is proposed to be reduced to unfreeze a position.

The appropriate supervisor recommended the deletion of the vacant non-faculty positions and pools, which were reviewed with the Office of Human Resources.

2. Reduction of Vacant Positions and Direct Wage Pools (Not Deleted)

A total of three (3) positions and one direct wage pool are proposed to be reduced to fund the reclassifications of other positions and to fund other pools and will not be deleted.

The salary budgets of vacant positions and available pools were reduced to fund a portion of the proposed staffing plan changes. This funding availability totals \$459,916.

Staffing Plan Revision Requests	Amount
Total Staffing Plan Revisions Requests	\$6,295,086
Available Funding Source Identified for New Positions, Reclassification of Vacant Positions and DW Pools	(459,916)
Net Salary Budget Increase for FY 2022 - 2023	\$5,835,170
FY 22 Increases Not Included in Budget Amendment - (K-1)	248,637
Total Staffing Plan Increase from Amended Budget	\$6,083,807

N. Compensation Study Adjustments

Administration proposed to proceed with the recommendations proposed by the Texas Association of School Boards (TASB) including Model 3, 3% increase, totaling \$4,828,978 as presented.

The proposed critical new non-faculty positions, the reclassifications of vacant non-faculty positions, funding of selected previously frozen positions, funding for instructional direct wage pools and salary pools, non-faculty position title change, and the deletion and reduction of vacant non-faculty positions, may need to be adjusted before final approval of the Staffing Plan by the Board, based on final revenue projections.

Enclosed Documents – A report listing the FY 2022 – 2023 staffing plan revisions are provided under separate cover for the July 13, 2022 Board Work Session.

Dr. Ricardo Solis, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the Special Board Meeting.

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 Staffing Plan Revisions requests for FY 2022 – 2023 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Approval to Rescind the Award of Engineering Services and Cancel the Use of Higher Education Emergency Relief Funds (HEERF) for the District Wide Air Handler Replacements

Approval to rescind the award of engineering services and cancel the use of Higher Education Emergency Relief Funds (HEERF) for the District Wide Air Handler Replacements project is requested.

Purpose

The Board is asked to rescind the award of engineering services and cancel the use of HEERF for the District Wide Air Handler Replacements project.

Justification

Based on discussions with the engineers, the estimated timeline for completion of the project will likely not meet the deadline for the use of HEERF of June 30, 2023 due to the estimated current lead times for the delivery of the air conditioning units, and it is therefore recommended to rescind the award of engineering services and cancel the previously approved use of HEERF for this project.

Background

On July 27, 2021, the Board of Trustees approved the project, the solicitation of engineering services, and the use of \$8,719,740 of HEERF to fund it. The use of HEERF is subject to a completion deadline of June 30, 2023 for eligible projects.

College staff recommends to rescind the award of engineering services and cease contract negotiations with the five (5) engineering firms.

College staff also recommends canceling the previously approved use of HEERF for this project, which would allow the funds to be utilized for student financial assistance and incentives.

The estimated project budget for the District Wide Air Handler Replacements is summarized in the table below:

District Wide Air Handler Replacements Estimated Project Budget	
Budget Item	Budget Amount
Construction	\$6,948,000
Design	694,800
Miscellaneous	173,700
Technology	555,840
Contingency 5%	347,400
Total Estimated Project Budget	\$8,719,740

The total project budget reflects the combined estimated budgets for the replacements at each campus.

College staff and Administration recognize the need to replace and upgrade the air handlers to provide better filtration to the air and replace units that are near their life expectancy. The replacements of the air handlers could be funded using Renewals & Replacements (R&R) funds and performed in phases by priority based on assessments of the units. College staff will present a recommendation to the Facilities Committee on how to proceed with replacement of air handlers at a later date.

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 rescinding the award of engineering services to the five (5) engineering firms and cancelling the use of Higher Education Emergency Relief Funds (HEERF) for the District Wide Air Handler Replacements project at the July 13, 2022 Special Board meeting as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Announcements

A. Next Meetings:

- Tuesday, July 26, 2022
 - 5:30 p.m. – Regular Board Meeting