



**SOUTH TEXAS
COLLEGE**

**Board of Trustees
Regular Board Meeting**

**Tuesday, July 26, 2022
5:30 p.m.**

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

Online Board Packet

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, July 26, 2022 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

AGENDA

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

COVID-19 Public Health / Attendance Measures

Due to COVID-19 and Social Distancing recommendations, members of the public are encouraged to watch the live broadcast of the meeting at: <https://admin.southtexascollege.edu/president/agendas/live.html>.

- I. Call Meeting to Order**
- II. Determination of Quorum**
- III. Invocation**
- IV. Public Comments**
- V. Presentations..... 6 - 15**
 - 1. Recognition of Dr. Ricardo J. Solis for First Year of Presidency
 - 2. Presentation on *A Night with the Stars* Gala
 - 3. Presentation of the Delinquent Tax Collection Report for the Period Ending May 31, 2022
- VI. Update by the College President..... 16**
- VII. Consideration and Action on Consent Agenda**
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 - 2. Approval and Acceptance of Grant Award 128 - 132
 - 1) Texas Higher Education Coordinating Board, Accelerating Credentials Planning Grant, in the amount of \$50,000.00

- 2) Texas Workforce Commission, Apprenticeship Texas Expansion Grant in the amount of \$593,934.00
 - 3) Department of Labor, Wagner-Pyser 7 (b), Texas Talent Grant Program in the amount of \$254,167.00
 - 4) Bank of America, South Texas College Progresando Grant in the amount of \$250,000.00
 - 5) The Texas Higher Education Coordinating Board, Perkins Basic Grant Program funds in the amount of \$2,096,120.00
 - 6) Department of Commerce, Economic Development Administration (EDA), American Rescue Plan Economic Adjustment Assistance Program grant in the amount of \$1,500,000.00
 - 7) Higher Education Emergency Relief Fund (HEERF) III Supplemental Support under American Rescue Plan (SSARP) Program award in the amount of \$6,803,772.00
 - 8) Texas Workforce Commission, Skills for Small Business Fund, additional funds in the amount of \$208,000.00
 - 9) Any Additional Grant(s) Pending Official Award
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 - b. Presentation and Discussion of South Texas College Summer Camps Offered in 2022
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 - c. Approval of Award of Proposals, Purchases, Renewals, and Interlocal Agreements 184 - 201
 - A. Award of Proposals
 - 1) Childcare Services (Award)
 - 2) General Purpose Printing (Award)
 - 3) Travel Services (Award)
 - B. Purchases and Renewals
 - a. Instructional Item
 - 4) Welding Gases, Metals, and Supplies (Renewal)
 - b. Non-Instructional Items
 - 5) Air Condition Filters and Installation (Purchase)
 - 6) Building Automation Control Equipment, Parts, and Equipment Maintenance (Purchase)
 - 7) Chiller Chemicals and Maintenance (Purchase)
 - 8) Heating, Ventilation, and Air Conditioning (HVAC) Related Services (Purchase)
 - 9) Library Furniture Upholstery Services (Purchase)
 - 10) Parts and Supplies (Purchase)
 - 11) Public Adjuster Services Agreement (Purchase)
 - 12) Commercial Card Services (Accounts Payable Card) (Renewal)
 - 13) Elevator Maintenance Agreement (Renewal)
 - 14) Office Supplies (Renewal)
 - c. Technology Items
 - 15) Online Digital Portfolio Application (Purchase)
 - 16) Service for Mobile Devices (Renewal)
 - 17) Syllabus Management Software (Renewal)
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A. Next Meetings:		
•	<u>Tuesday, August 9, 2022</u>	
➤	3:30 p.m. – Education and Workforce Development Committee	
➤	4:30 p.m. – Facilities Committee	
➤	5:30 p.m. – Finance, Audit, and Human Resources Committee	
•	<u>Tuesday, August 23, 2022</u>	
➤	5:30 p.m. – Regular Board Meeting	

Presentations

1. Recognition of Dr. Ricardo J. Solis for First Year of Presidency

On July 15, 2021, Dr. Ricardo J. Solis commenced his duties as President of South Texas College.

Dr. Solis has brought with him a strong drive for economic development and partnership building, and is leading South Texas College to remain the premiere institution to provide workforce skills training and higher education access and success in South Texas.

Ms. Rose Benavidez, Chairman of the Board of Trustees, and her fellow trustees will be provided the opportunity to reflect on his accomplishments in this first year, and look forward to many more years with Dr. Solis.

2. Presentation on *A Night with the Stars* Gala

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, will present on the upcoming *A Night with the Stars* Gala, which will raise funds for the Valley Scholars Program on October 13, 2022 at the Corinthian Event Center in Mission, from 6 – 9 p.m. This will be the first in-person gala since 2019.

Dr. Petrosian will provide a highlight of funds raised in previous years, and the benefits provided to over 1,000 students participating in the Valley Scholars Program since its inception in 1997. Benefits to Valley Scholars include scholarships of up to \$2,000, mentorship in academics, leadership skills development, and community service.

Dr. Petrosian will also provide donorship information, and encourages everyone to consider supporting this worthy cause.

3. Presentation of the Delinquent Tax Collection Report for the Period Ending May 31, 2022

Ms. Kelly R. Salazar from Linebarger Goggan Blair & Sampson, LLP, will provide the Board with the Delinquent Tax Collection Report for the period of March 1, 2022 through May 31, 2022.

The Delinquent Tax Collection Report is provided in the packet for the Board's review.

These items are presented for the Board of Trustees' information. No action is required from the Board of Trustees.



A Night with the Stars
GALA
2022

Presentation for
South Texas College Board of Trustees Meeting
July 26, 2022

Presented by:
Dr. Anahid Petrosian
Interim Vice President for Academic Affairs



SOUTH TEXAS
COLLEGE

Outline

- A Night with the Stars Scholarship Fundraiser
- History of Funds Raised
- Valley Scholars Program



A Night with the Stars

GALA

2022

October 13, 2022
Corinthian Event Center
1516 E. Expressway 83
Mission, Texas
6-9 p.m.

Entertainment



- South Texas College Jazz Ensemble
- South Texas College Guitar Ensemble
- Ballet Folklórico South Texas College

Culinary Arts Program



- Appetizers
- Desserts

2022 Honorees



EDUCATE TEXAS
at COMMUNITIES FOUNDATION of TEXAS



GREATER TEXAS FOUNDATION

A Night with the Stars

History of Funds Raised



NET PROCEEDS

		NET PROCEEDS	
		A Night with the Stars	Scholarship Funds
2006	1 st Annual		\$33,850
2007	2 nd Annual		\$58,100
2008	3 rd Annual		\$38,050
2009	4 th Annual		\$43,050
2010	5 th Annual		\$51,800
2011	6 th Annual		\$50,900
2012	7 th Annual		\$58,150
2013	8 th Annual		\$66,800
2014	9 th Annual		\$72,550
2015	10 th Annual		\$93,400
2016	11 th Annual		\$87,650
2017	12 th Annual		\$80,400
2018	13 th Annual		\$76,700
2019	14 th Annual		\$68,800
2020	15 th Annual		\$38,500*
2021	16 th Annual		\$30,900

Valley Scholars Program

- Recruit high achieving seniors from Hidalgo and Starr Counties
- Build intellectual capacity for our region and strengthen our economic development
- Promote academic excellence, leadership development, and community service
- Provide financial assistance and academic support services
 - Scholarships up to \$2,000
- Served over 1,000 scholars since establishment in 1997



Become a Sponsor

Access Sponsorship Details

- **Online:** <https://www.southtexascollege.edu/nightwithstars/>
- **Sponsorship Request**



*Thank you for your
continued support*



SOUTH TEXAS
COLLEGE

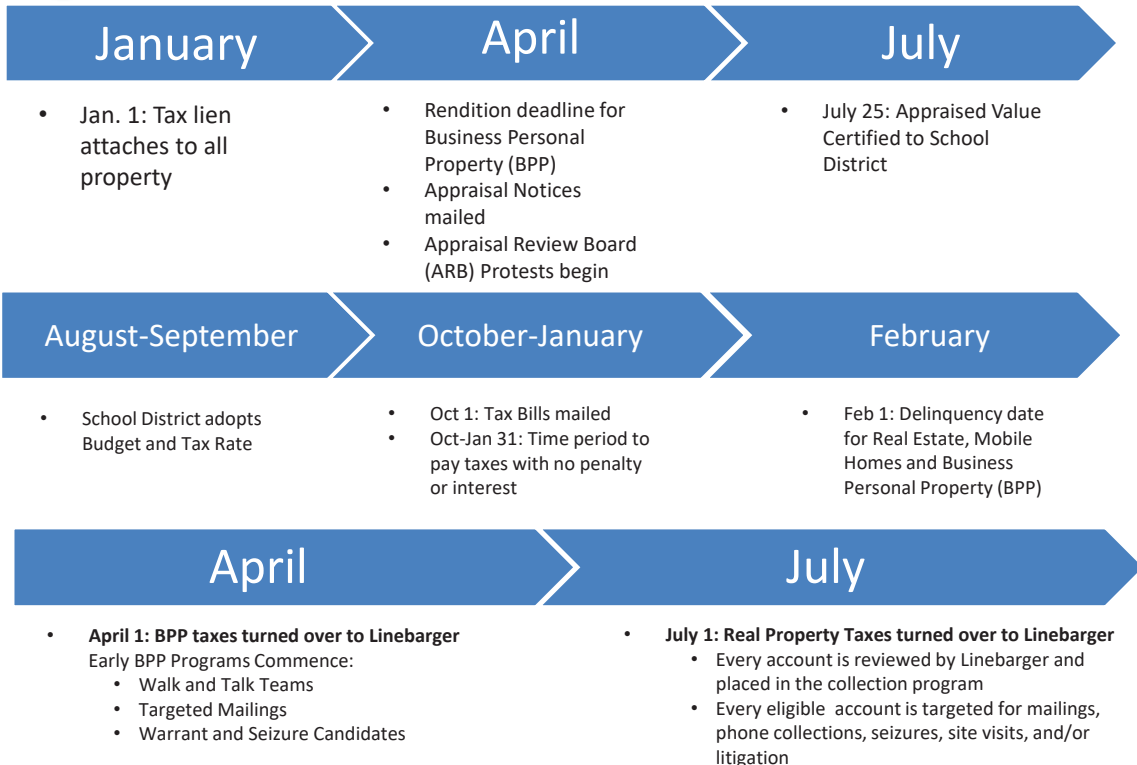


SOUTH TEXAS COLLEGE

Delinquent Tax Collection Report March 01, 2022 – May 31, 2022



Important Tax Cycle Dates





Collection Activities - Hidalgo County

March 01, 2022 – May 31, 2022

327 Lawsuits Filed—\$243,541

263 Lawsuits Disposed—\$216,308

17,284 Statements Mailed

24,362 Incoming/Outgoing Calls

171 Property Inspections

197 Payment Agreements

Fiscal Year to Date
Linebarger collected

\$3,251,928

in base, penalty & interest
in Hidalgo County

3



Collection Activities - Starr County

March 01, 2022 – May 31, 2022

76 Lawsuits Filed - \$71,472

27 Lawsuits Disposed - \$25,197

20,532 Statements Mailed

1,052 Incoming/Outgoing Calls

171 Property Inspections

26 Payment Agreements

Fiscal Year to Date
Linebarger collected

\$564,021

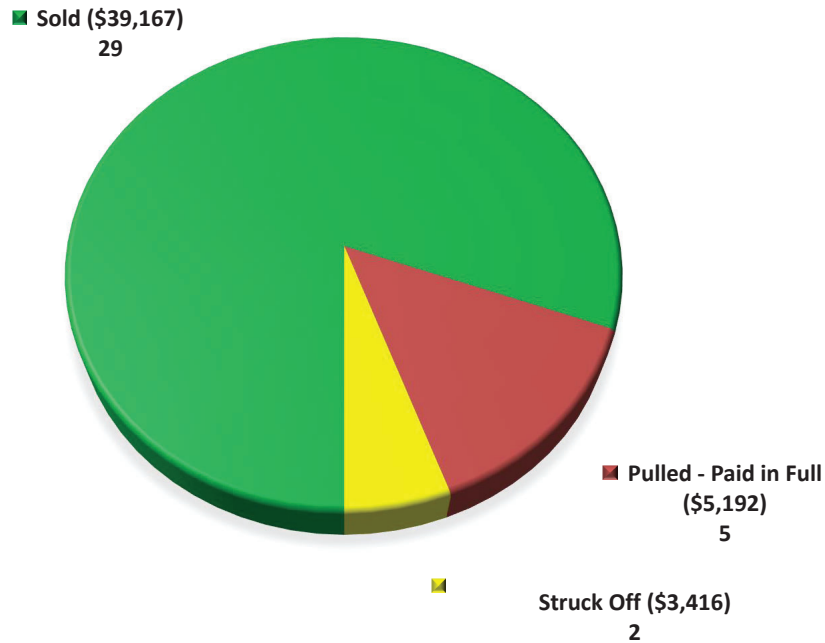
in base, penalty & interest
in Starr County

4



Tax Sale Results - Hidalgo County

March 01, 2022 – May 31, 2022

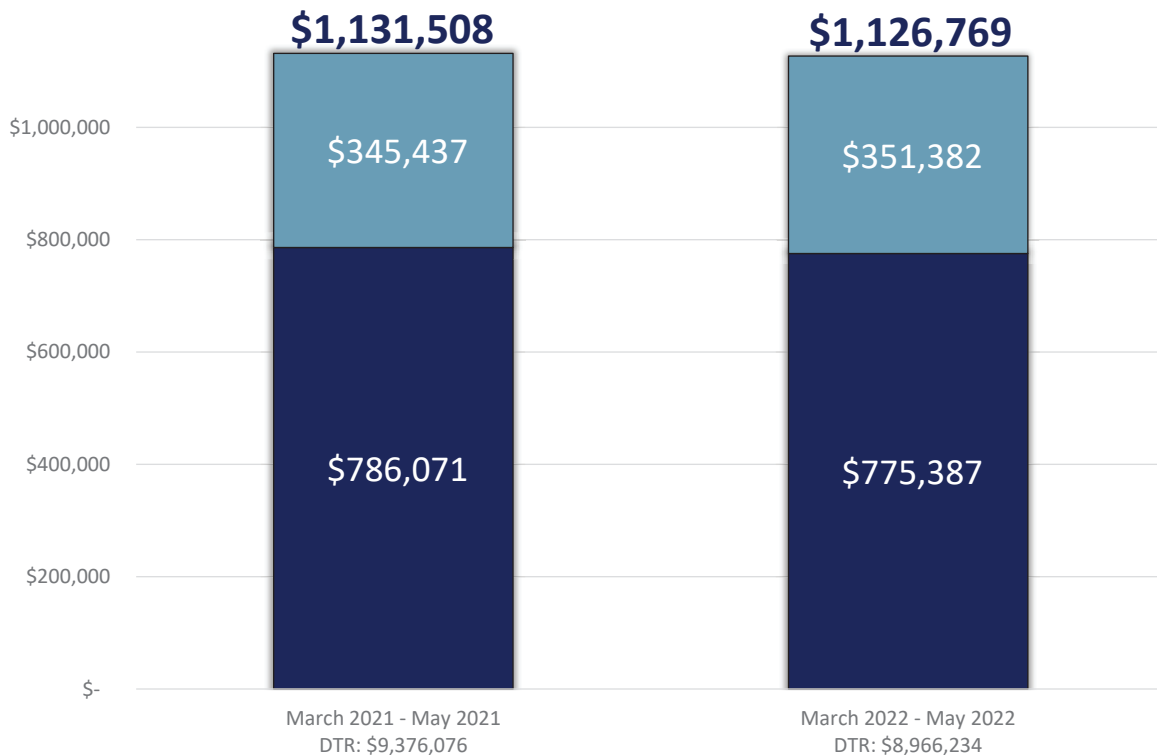


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Collection Comparison – Hidalgo County

3rd Quarter: March 01, 2022 – May 31, 2022



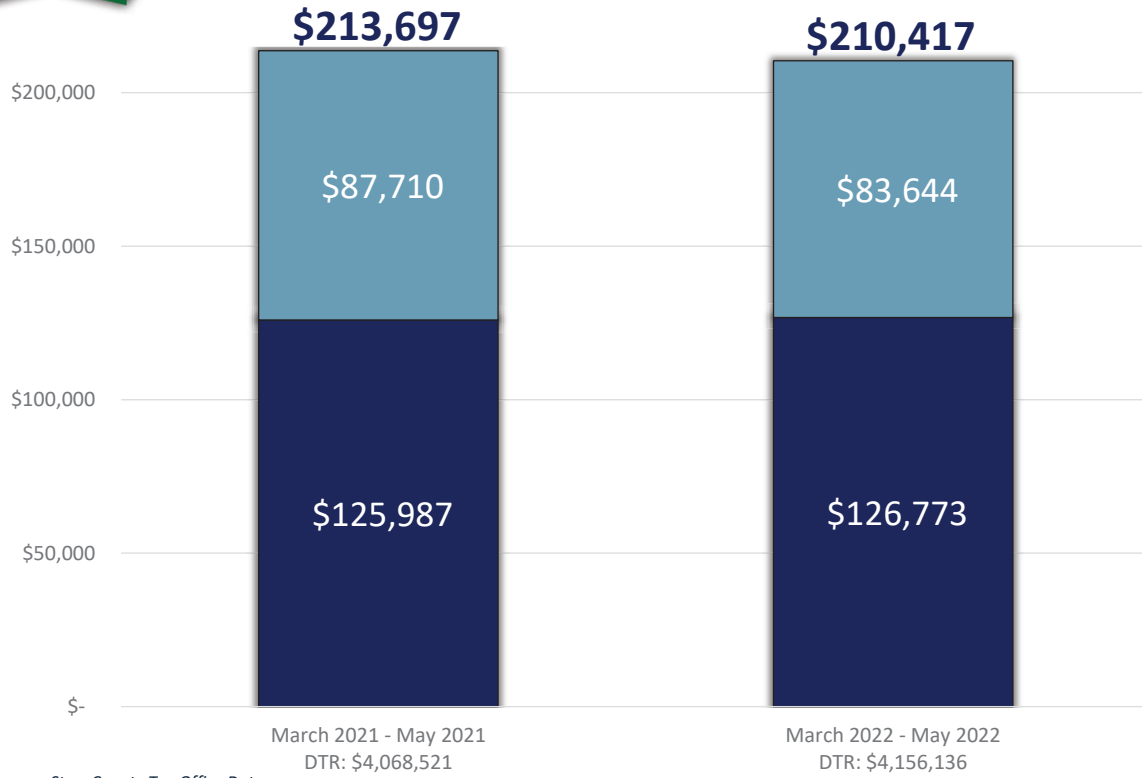
Source: Hidalgo County Tax Office Data

6



Collection Comparison – Starr County

3rd Quarter: March 01, 2022 – May 31, 2022



Source: Starr County Tax Office Data

7



**SOUTH TEXAS
COLLEGE**

THANK YOU



Update by the College President

Dr. Ricardo J. Solis, College President, will provide an update to the Board of Trustees.

No action is requested.

Approval of Board Meeting Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) June 28, 2022 Regular Board Meeting
- 2) July 13, 2022 Board Work Session
- 3) July 13, 2022 Regular Board Meeting

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 adopts the Minutes for the June 28, 2022 Regular Board Meeting, July 13, 2022 Board Work Session, and July 13, 2022 Special Board Meeting as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, June 28, 2022 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, June 28, 2022 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:37 p.m. with Ms. Rose Benavidez presiding.

Ms. Benavidez announced that specific precautions had been taken due to the COVID-19 / novel coronavirus, including social distancing recommendations.

Members present: Ms. Rose Benavidez, Dr. Alejo Salinas, Jr., Mrs. Victoria Cantú, Mr. Paul R. Rodriguez, Mrs. Dalinda Gonzalez-Alcantar, Mr. Rene Guajardo, and Mr. Danny Guzman

Members absent: None

Also present: Dr. Ricardo J. Solis, Dr. David Plummer, Mrs. Mary Elizondo, Mr. Matthew Hebbard, Dr. Anahid Petrosian, Dr. Rodney Rodriguez, Ms. Lynda Lopez, Mr. Rick De la Garza, Mrs. Rebecca Cavazos, Dr. Carlos Margo, Dr. Jesus Campos, Mr. Khalil Abdullah, Mr. George McCaleb, Ms. Olivia De La Rosa, Mr. Lucio Gonzalez, Dr. Virginia Champion, Mrs. Laura Requena, Ms. Alicia Correa, Mr. Robert Cuellar, Mr. Martin Villarreal, Mr. David Valdez, Dr. Aaron Wilson, Mr. Jose Vela, Mr. Richard Wade, Mr. Arturo Solano, Mr. Javier Villalobos, Mrs. Laura Warren, Ms. Aurea Lopez, Ms. Aylenn Marquez, Mr. Rudy Molina, Mr. Adam Alvarez, and Ms. Stephanie Hinojosa.

Determination of a Quorum

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

Invocation

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, said the invocation.

Public Comments

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

Update by the College President

Dr. Ricardo J. Solis, College President, provided an update to the Board of Trustees.

No action was taken.

Approval of Board Meeting Minutes

It was noted that the May 26, 2022 Regular Board Meeting Minutes erroneously listed Mr. Gary Gurwitz as a trustee in attendance, instead of Mrs. Dalinda Gonzalez-Alcantar, who attended that meeting as her first official meeting as an elected member of the Board of Trustees.

Upon a motion by Mr. Rene Guajardo and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved and adopted the Minutes for the May 26, 2022 Regular Board Meeting as corrected, and the June 6, 2022 Board Work Session as presented. The motion carried.

Approval and Authorization to Accept Grant Awards 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, was requested:

- 1. The Texas Higher Education Coordinating Board, Accelerating Credentials Planning Grant, in the amount of \$45,273.40**

Funding from this grant would provide Computer Science and Bachelor of Applied Technology in Computer and Information Technologies (BAT-CITP) personnel the opportunity to participate in professional development, curriculum development, and instructional design in support of two industry-recognized Google Career Certificate Micro-credentials: Google IT Automation with Python and Google Data Analytics. Throughout the grant period faculty would develop a work plan to embed the micro-credentials within the existing courses of CITP 3305 - System Analysis and Design and CITP 3320 - Database Management. The funding period was upon execution through September 30, 2022.

This award aligned with Strategic Direction #2, Promote Academic Integrity and Excellence, by creating a dynamic and innovative educational environment based on continuous improvement via professional development of faculty.

Summary of Grant Award Funding

The presented grant would provide up to \$45,273.40 funding for the college to provide services and opportunities throughout the region.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved and authorized 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. The Texas Higher Education Coordinating Board, Accelerating Credentials of Purpose and Value, in the amount of \$45,273.40**

The motion carried.

Chair Appointment of Board Committee Members

Policy # 1110: *Board Committees* designates the three (3) committees of the Board:

- Education and Workforce Development
- Finance, Audit, and Human Resources
- Facilities

The Chair may, from time to time as deemed necessary, create committees to advise the Board and facilitate the efficient operation of the Board. Their membership is to be established by action of the Chair.

The membership and appointment of Committee Chairs is established by action of the Board Chair.

With the election of trustee Mrs. Dalinda Gonzalez-Alcantar, the Board Chair took this opportunity to review Committee membership and make appointments as necessary.

The Board Chair announced the following appointments to Committee membership:

Education and Workforce Development Committee:

Chair: Mrs. Victoria Cantu

Members: Mr. Danny Guzman, Mrs. Dalinda Gonzalez-Alcantar

Facilities Committee:

Chair: Dr. Alejo Salinas, Jr.

Members: Mr. Paul R. Rodriguez, Ms. Rose Benavidez

Finance, Audit, and Human Resources Committee:

Chair: Mr. Rene Guajardo

Members: Dr. Alejo Salinas, Jr., Mr. Paul R. Rodriguez

Review and Action as Necessary Regarding Purchasing Audit Report

The Board was asked to review and accept the Purchasing Audit Report.

The Fiscal year 2022 Audit Plan included an internal audit of the purchasing function at South Texas College. The objective of the audit was to evaluate the adequacy and effectiveness of internal controls. Subsequent discussions at Board and Board Committee meetings clarified the scope of this audit.

Mr. Khalil Abdullah, Internal Auditor, reviewed the scope and methodology of the Purchasing Audit Report, and responded to questions from the Trustees.

This audit focused on Level III purchases, which were those purchases at or above \$50,000, from April 1, 2021 through April 30, 2022.

Enclosed Documents

The Purchasing Audit Report was included within the packet.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College accepted the Purchasing Audit Report as presented. The motion carried.

**Review of Presentations to the Education and Workforce
Development Committee**

**a. Review and Discussion of the Office of Industry Training & Economic
Development**

Dr. Rodney Rodriguez, Vice President for Institutional Advancement and Economic Development, introduced Dr. Carlos Margo, Dean for Industry Training & Economic Development. Dr. Margo presented ongoing programs at the South Texas College Institute for Advanced Manufacturing. This presentation included:

Grant Funding for FY 2021 & FY 2022

40 grants, totaling over \$5M in funding over two years, provided training for more than 7,000 participants.

Dr. Margo reviewed the grantors whose generous support has helped fund workforce training programs, and the students who have received career training through this support.

Pre-Apprenticeship & Apprenticeship Programs

Dr. Margo reviewed 12 apprenticeship programs and three pre-apprenticeship programs that have helped develop incredible workforce training opportunities for South Texas College, partnering school districts, and partnering employers. These programs set participating students on a pathway to earn hands-on training and valuable experience leading toward rewarding careers.

Global Training & Initiatives

The Institute for Advanced Manufacturing (IAM) had begun offering trainings with international partners, and continues to expand opportunities for these programs. These partnerships are with industry partners, institutions of higher education, and governmental and non-governmental organizations. Teaching a variety of technical and soft skills, these trainings help improve productivity among maquilas, which contributes to increased economic activity among Texas border communities.

- *Industry Partners* - 39 current and future programs to serve over 400 trainees
- *Higher Education Partners* - 13 current and future programs to serve over 140 trainees
- *Government and Non-Governmental Organizations* - 7 current and future programs to serve over 75 trainees

Dr. Margo highlighted ongoing global marketing strategies to promote and expand the international training programs.

b. Review and Discussion of Counseling and Student Accessibility Services

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, has coordinated a series of presentations that will highlight the robust services South Texas College provides to support its students through their educational journey.

At the June 14, 2022 Education and Workforce Development Committee meeting, Mr. Hebbard introduced Ms. Santa Elisa Pena, Director of Counseling and Student Accessibility Services. Ms. Pena presented on Mental Health and Academic Counseling services.

Mental Health Services includes a variety of short-term and solution focused counseling services provided by licensed South Texas College staff. Individualized support and crisis intervention help empower our students and help them navigate challenges that might otherwise interrupt their academic, workforce, and other personal goals.

Through a variety of online and in-person events, the Counseling and Student Accessibility Services (CSAS) team provides excellent opportunities to promote personal and academic growth. CSAS staff also provides referrals to other services, including internal and external departments, community services, or governmental services that can aid our students.

The Academic Counseling team leads degree planning and advising for students, and also provides case management for academic improvement, appeals, and probation or suspension issues, with a goal of helping students find pathways whenever possible to succeed at South Texas College.

The Career Counseling & Transfer Services team supports students in identifying career options and correlated South Texas College degree programs, and also assists with transfer information to help students plan their continued academic careers after completing their studies at South Texas College.

Ms. Pena opened a discussion on the “new normal” facing students as we recover from the COVID-19 pandemic and the unprecedented changes brought about. This includes options for remote or in-person counseling, improved response times, and intervention in case of emergencies or other crises.

Ms. Pena concluded her presentation with a demonstration of the student portal, which provides access to information and an opportunity to report issues for the attention of the CSAS team and other administrative services as appropriate.

No action was requested. This information was presented to the Board of Trustees for discussion and feedback.

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

a. Review and Discussion of Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2022 - 2023 with Comparison to FY 2021 – 2022 Amended Budget

The Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2022 – 2023 with Comparison to the FY 2021 – 2022 amended budget (Exhibit #1) with the minimum annual salary starting at \$11.00 per hour was presented to the Finance, Audit, and Human Resources Committee on June 14, 2022.

The enclosed Preliminary Summary (Exhibit #2) has been updated with the minimum annual salary starting at \$12.15 per hour.

In addition, Preliminary Summary (Exhibit #3) is enclosed and reflects the salary cost estimate for implementing a minimum hourly rate of \$13.00 per hour, however the source of funds for the additional salary expenditures had not been identified at the time of publication resulting in projected expenditures exceeding revenues.

No action was required from the Board. This item was presented for information and feedback to staff. The Board requested a work session be scheduled to further review the budget and related salary information.

Review and Action as Necessary on Consent Agenda Items from the Finance, Audit, and Human Resources Committee

The following Consent Agenda items were thoroughly discussed by the Finance, Audit, and Human Resources Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on each item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believed that all questions raised during the Committee discussion of Consent Agenda items were resolved to the Committee's satisfaction at the meeting, and the items were presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

All trustees were invited to identify an item or items that should be removed from the Consent Agenda for further discussion. Otherwise, the Board was asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages

The Finance, Audit, and Human Resources Committee recommended Board action on the following items as presented.

- a. Approval of Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for FY 2022 – 2023
- b. Approval of Award of Proposals, Rejection of Proposal, Purchases, Renewals, and Contract Extension Totaling \$3,493,043.89
- c. Approval of Use of a Purchasing Card (P-Card) by College Employees
- d. Approval of Proposed Auxiliary Fund Budget Amendment for FY 2021 - 2022

Mrs. Victoria Cantú asked for additional information on item c, for the approval of use of P-Cards by College employees. Administration clarified that P-Cards would only be issued upon approval by the College President, and very limited usage was intended; primarily for use by PR & Marketing to make timely media buys, and for use by the VP for Institutional Advancement and Economic Development for activities to promote the Foundation.

Mrs. Victoria Cantú requested a monthly register be presented to the Board on the use of P-Cards, and administration agreed.

Upon a motion by Mr. Rene Guajardo and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved and authorized items a – d of the Finance, Audit, and Human Resources Committee Consent agenda as presented. The motion carried.

Consent Agenda:

a. Approval of Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for FY 2022 – 2023

Approval of the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for FY 2022 – 2023 for a one-year period of September 1, 2022 through August 31, 2023 was requested.

Purpose – The Interlocal Agreement for Transportation Services between STC and the LRGVDC for FY 2022 - 2023 is needed to provide transportation services to STC students.

Justification – The Interlocal Agreement is intended to establish an intercampus bus route to serve all the College campuses. The bus routes will benefit students, faculty, and staff of South Texas College and thereby serve the goals of both organizations by facilitating access to the College and its educational programs and increasing the use of public transportation in the area.

In FY 2022 – 2023, an increase in student enrollment is anticipated, since Fall 2022 course schedule offers 60% of courses on campus or hybrid and 40% of courses on-line.

Background - As a result of the pandemic, face-to-face classes on campus were significantly reduced and employee’s presence on campus was also reduced due to a rotational work schedule implemented in order to reduce the density on campus. In FY 2020 – 2021, both parties were allowed the opportunity to make any necessary adjustments as a result of the pandemic, therefore, Interlocal Agreements were negotiated separately for the Fall 2020, Spring 2021 and Summer 2021 Semesters. In FY 2021 – 2022, face-to-face classes were still reduced however, employee presence on campus was reduced from a rotational work schedule to all employees return to work on campus. However, since the face-to-to classes were not at 100% the routes were still running on a reduced service.

Information regarding the FY 2022 – 2023 Transportation Services and Agreement are presented below.

Ridership Count History

The table below reflects the ridership count history provided by the LRGVDC for the Purple Line, Green Lines and the College’s ridership count history for the Yellow Line for FY 2019, FY 2020, FY 2021 and FY2022:

Transportation Route	FY 2019	FY 2020* (Service Ended March 22, 2020)	FY 2021*	FY 2022 (As of April 30, 2022)
LRGVDC				
Starr (Green Line 1* & 2)	13,925	7,379	786	2,134
Starr (Green Line Route 60/Roma)	6,180	4,277	76	3,359
Mid Valley (Purple Line)	7,517	4,267	38	No Service
STC				
Circulator (Yellow Line)	24,035	13,289	478	1,068
Park & Ride	20,870	18,070	No Service	No Service
Total	72,527	47,282	1,378	6,562

*Green Line (Starr/Pecan) is traditionally comprised of two routes. As of 11/16/20, Green Line has consisted of one route. **Purple Line (MV/NAH) was suspended as of 10/12/20.

Transportation Services Cost – FY 2020 – 2021, FY 2021 – 2022, and FY 2022 – 2023

The following table illustrates the transportation services in FY 2020 – 2021, FY 2021 - 2022 and proposed in FY 2022 - 2023 by semesters and routes:

Routes	Fall 2020	Spring 2021	Summer 2021	FY 2021 – 2022 (Current)	FY 2022 - 2023 (Proposed)
Green Line (Starr) - 1	✓ (LRGVDC)	✓ (LRGVDC)	✓ (STC)	✓ (STC)	✓ (STC)
Green Line (Starr) - 2	✓ (LRGVDC)*	X	X	X	X
Green Line Route 60 (Roma)	✓ (LRGVDC)	✓ (LRGVDC)	✓ (LRGVDC)	✓ (STC)	✓ (STC)
Purple Line (Mid-Valley)	✓ (LRGVDC)**	X	X	X	X
Yellow Line (Circulator)	✓ (STC)	✓ (STC)	✓ (STC)	✓ (STC)	✓ (STC)
Total Cost to South Texas College	\$23,304	\$69,481	\$54,097	\$279,109	\$313,813

*Green Line (Starr/Pecan) is traditionally comprised of two routes. As of 11/16/20, Green Line has consisted of one route.

**Purple Line (MV/NAH) was suspended as of 10/12/20.
 Funded by – (LRGVDC) or (STC)

Proposed Agreement for FY 2022 - 2023

- The College will remit payment to the LRGVDC for the operating cost of:
 - ⇒ The Green Line 1 (Starr County Campus to Pecan Campus) in the amount of \$93,894.
 - ⇒ Green Line Route 60 (Roma) in the amount of \$70,924.
- Green Line 2 (Starr County Campus to Pecan Campus) - will not be operational.
- Purple Line (Mid Valley) was eliminated by the LRGVDC. As an alternate option, riders can use Valley Metro-operated Route 31 to travel between the Mid Valley Campus and McAllen Central Station. The route travels along Business 83. The stops include Harlingen Terminal, La Feria, RGV Outlets, STC Weslaco, Business at Sugar in Pharr and McAllen Central Station. From McAllen Central Station, the riders can transfer to a McAllen Metro bus. There is a route that includes a stop at the Pecan campus and a route that includes a stop at the Technology campus.
- The College will cover cost of \$148,995 for the Yellow Line (Circular) routes operated by the College connecting the Pecan Campus, Technology Campus, and Nursing and Allied Health Campus.

FY 2022 - 2023	FY 2022-2023 Amount
Total Operating Cost for Services	\$707,460
Contributions:	
State/Federal Operating	\$(393,647)

06/28/2022

FY 2022 - 2023	FY 2022-2023 Amount
Total Net Cost to STC	\$313,813
STC Direct Expenditures – Yellow Line	\$148,995
STC Payment to LRGVDC – Green Line 1	93,894
STC Payment to LRGVDC – Green Line Route 60 (Roma)	70,924
Total Net Cost to South Texas College	\$313,813

The budgeted cost by transportation routes for FY 2022 - 2023 are as follows:

Transportation Routes	Total Operating Cost for System	Contributions	STC Direct Expenditures	STC Payment to LRGVDC
Starr (Green-1)	225,026	131,132	0	93,894
Starr (Green-Roma)	168,872	97,948	0	70,924
Circular (Yellow)	313,562	164,567	148,995	0
Total	\$707,460	\$393,647	\$148,995	\$164,818

Funding Source - Funds for this expenditure are budgeted in the Student Transportation Services budget for FY 2022 - 2023.

Reviewers – The Interlocal Agreement was reviewed by Maribel Contreras, Director of Valley Metro at the LRGVDC, Vice President for Finance and Administrative Services, Chief of Police for Department of Public Safety, Comptroller, Contract Manager, and by the College’s Legal Counsel. The FY 2022- 2023 Interlocal Agreement is still pending final approval by the LRGVDC.

Enclosed Documents – A copy of the draft FY 2022 – 2023 Interlocal Agreement and a Presentation follow in the packet for the Board’s information and review.

Jose Silva, Assistant Director of Regional Transit Services from the LRGVDC, Mary Elizondo, Vice President for Finance and Administrative Services, Ruben Suarez, Chief of Police for the Department of Public Safety, and Cindy Zavala, Parking and Security Services Manager, attended the June 14, 2022 Committee Meeting to address any questions by the Committee.

The Finance, Audit, and Human Resources Committee recommended Board approval of the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for FY 2022 - 2023 for a one-year period of September 1, 2022 through August 31, 2023, as presented, and contingent upon approval by the LRGVDC.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

b. Approval of Award of Proposals, Rejection of Proposal, Purchases, Renewals, and Contract Extension Totaling \$3,493,043.89

Approval of the following award of proposals, rejection of proposal, purchases, renewals, and contract extension was requested.

The Director of Purchasing has reviewed each item, including the procurement procedures and evaluation of all responses, and recommends approval as follows:

The Finance, Audit, and Human Resources Committee recommended Board approval of the award of proposals, rejection of proposal, purchases, renewals, and contract extension as listed below:

A. Award of Proposals

- 1) **Library Serials (Award):** award the proposal for library serials to **EBSCO Information Services, LLC.** (Birmingham, AL), for the period beginning September 1, 2022 through August 31, 2023 with two one-year options to renew, at an estimated total amount of \$47,914.78;
- 2) **Maintenance and Repair Parts, Materials, and Supplies (Award):** award the proposal for maintenance and repair parts, materials, and supplies for the period beginning September 1, 2022 through August 31, 2023 with two one-year options to renew, at an estimated total amount of \$500,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City/State)	Vendor (City/State)
Architectural Division 8 (Harlingen, TX)	Burton Companies (Weslaco, TX)
Bush Supply Company (Edinburg, TX)	Carrier Enterprise, LLC. (Houston, TX)
CC Distributors, Inc. (Corpus Christi, TX)	Central Plumbing & Electric Supply (Weslaco, TX)
Crawford Electric (Mission, TX)	Dealers Electrical Supply (McAllen, TX)
Door Control Services, a DH Pace Company (Ben Wheeler, TX)	Facility Solutions Group (Harlingen, TX)
Fairway Supply, Inc. (Austin, TX)	Fastenal Company (McAllen, TX)
Guthries Locksmith & Safe Shop (McAllen, TX)	Industrial Supplier Larey Inc./ dba International Industrial Supply, Co. (Brownsville, TX)
Johnstone Supply (Pharr, TX)	Lopez Brothers Distribution, LLC./ dba Interstate Battery System of the Rio Grande Valley (McAllen, TX)
Luna Glass, LLC. (McAllen, TX)	MSC Industrial Supply, Co. (Harlingen, TX)
PPG Architectural Finishes, Inc. (McAllen, TX)	R. E. Friedrichs Company (Pharr, TX)

Standard Supply (McAllen, TX) (New)	The Sherwin-Williams Company (McAllen, TX)
Valley Armature & Electric Co., LLC. (Edinburg, TX)	

- 3) **Nursing and Allied Health Equipment and Supplies (Award):** award the proposal for nursing and allied health equipment and supplies, for the period beginning August 1, 2022 through July 31, 2023, with two one-year options to renew, at an estimated total amount of \$200,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City/State)	Vendor (City/State)
Bound Tree Medical, LLC. (Dublin, OH)	DiaMedical USA Equipment, LLC. (West Bloomfield, MI)
Hand Safety, LLC. (Wichita Falls, TX)	Henry Schein, Inc. (Melville, NY)
J and B Medical Supply Company, Inc. (Wixom, MI)	Meadows Medical Supply (Quogue, NY)
Performance Health Supply, LLC./ dba Medco Supply Company (Warrenville, IL)	Pocket Nurse Enterprises, Inc./ dba Pocket Nurse (Monaca, PA)
Social Medical Supply, LLC./ dba Well Before (Dallas, TX)	

- 4) **Purchase of Automatic Heavy Duty Tractor Trailer Unit (Award):** award the proposal for the purchase of an automatic heavy duty tractor trailer unit to **Trancasa USA, Inc.** (Pharr, TX), at a total amount of \$97,800.00;

B. Rejection of Proposal

- 5) **Travel Services (Reject):** reject the one (1) proposal that was received for travel services, since the vendor did not submit a complete proposal.

C. Purchases and Renewals (C-a. Instructional Items)

- 6) **Books and Educational Materials (Renewal):** renew the books and educational materials contracts for the period beginning August 27, 2022 through August 26, 2023, at an estimated total amount of \$600,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City/State)	Vendor (City/State)
Ambassador Education Solutions (Melville, NY)	Barnes & Noble Booksellers, Inc. (New York, NY)
Barnes & Noble College Booksellers, LLC. (Basking Ridge, NJ)	Complete Book & Media Supply, LLC. (Cedar Park, TX)
Hertz-New Method, Inc. / dba Perma-Bound Books (Jacksonville, IL)	Kamico Instructional Media, Inc. (Salado, TX)
Kaplan Early Learning Company (Lewisville, NC)	Lakeshore Equipment Company / dba Lakeshore Learning Materials (Carson, CA)
Wolters Kluwer Medical (Philadelphia, PA)	

- 7) **Library Materials (Renewal):** renew the library materials contracts for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$500,000.00. The vendors are as follows:

Vendor (City/State)		
ABDO Publishing Company (Edina, MN)	Baker & Taylor, LLC. (Charlotte, NC)	Bound to Bound Books, Inc. (Jacksonville, IL)
Cengage Learning, Inc. (Boston, MA)	Central Programs, Inc. / dba Gumdrop Books (Bethany, MO)	Crabtree Publishing Company (New York, NY)
EBSCO Industries, Inc. (Ipswich, MA)	Ingram Library Services, LLC. (La Vergne, TN)	Lektro, Inc. / dba Escue & Associates (Robstown, TX)
Midwest Library Service (Bridgeton, MO)	Midwest Tape, LLC. (Holland, OH)	Perma-Bound Books (Jacksonville, IL)
ProQuest, LLC. (Ann Arbor, MI)	Rittenhouse Book Distributors, Inc. (King of Prussia, PA)	Scholastic Library Publishing, Inc. (Brookfield, CT)

- 8) **Science Laboratory Supplies (Renewal):** renew the science laboratory supplies contracts for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$450,000.00 The vendors are as follows:

Vendor (City/State)	Vendor (City/State)
Anatomical Worldwide, LLC. / dba Anatomy Warehouse (Evanston, IL)	Bio-Rad Laboratories, Inc. (Hercules, CA)
Carolina Biological Supply, Co. (Burlington, NC)	Fisher Scientific, Co. LLC. (Hanover Park, IL)
Flinn Scientific, Inc. (Batavia, IL)	Jameco Electronics (Belmont, CA)
PASCO Scientific (Roseville, CA)	VWR International, LLC. (Radnor, PA)

- 9) **Graduation Facility Lease Agreement (Lease/Purchase):** purchase of a graduation facility lease agreement from **Vipers Arena, LLC. / dba Bert Ogden Arena** (Edinburg, TX), a sole source vendor, for the period beginning December 9, 2022 at 8:00 p.m. through midnight December 10, 2022, at an estimated amount of \$40,000.00;

C. Purchases and Renewals (C-b. Non-Instructional Items)

- 10) **Furniture (Purchase):** purchase furniture from OMNIA Partner, Sourcewell, and The Interlocal Purchasing System (TIPS) purchasing cooperatives, at an estimated total amount of \$262,707.70.

#	Vendor	Amount
A	Computer Comforts, Inc. (Kemah, TX)	\$3,033.45

#	Vendor	Amount
B	Datum Filing Systems, Inc. / Gateway Printing and Office Supply, Inc. (Emigsville, PA / Edinburg, TX)	\$12,636.51
C	Exemplis Corporation / Gateway Printing and Office Supply, Inc. (Cypress, CA / Edinburg, TX)	\$1,281.16
D	Kimball Office, Inc. / Gateway Printing and Office Supply, Inc. (Jasper, IN / Edinburg, TX)	\$6,616.90
E	Krueger International, Inc. / Gateway Printing and Office Supply, Inc. (Green Bay, WI / Edinburg, TX)	\$220,117.40
F	National Office Furniture / Gateway Printing and Office Supply, Inc. (Jasper, IN / Edinburg, TX)	\$6,454.25
G	The Hon Company / Gateway Printing and Office Supply, Inc. (Mascatine, IA / Edinburg, TX)	\$9,008.98
H	VIA Seating / Gateway Printing and Office Supply, Inc. (Sparks, NV / Edinburg, TX)	\$3,559.05
Furniture Total		\$262,707.70

11)Geotechnical and Materials Testing Services (Renewal): renew the geotechnical and materials testing services contracts for the period beginning July 28, 2022 through July 27, 2023 for services ranging from \$5,000 to \$45,000 per project. The firms are as follows:

Firm (City/State)	Firm (City/State)
B2Z Engineering, LLC. (Mission, TX)	L&G Consulting Engineers, Inc. (Mercedes, TX)
Millennium Engineers Group, Inc. (Pharr, TX)	Raba Kistner, Inc. (McAllen, TX)
Terracon Consultants, Inc. (Pharr, TX)	

12)Glass, Plexiglass, and Installation (Renewal): renew the glass, plexiglass, and installation contracts for the period beginning August 26, 2022 through August 25, 2023, at an estimated total amount of \$50,000.00. The vendors are as follows:

Vendor (City/State)	Vendor (City/State)
G & S Glass, LLC. (Edinburg, TX)	Gateway Printing & Office Supply, Inc. (San Antonio, TX)
Luna Glass, LLC. (McAllen, TX)	R. E. Friedrichs Company (Pharr, TX)
Risica & Sons, Inc. (San Juan, TX)	

13)Mail Services (Renewal): renew the mail services contract with **Upper Valley Mail Services, LLC.** (McAllen, TX), for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$65,000.00, which is based on prior year expenditures;

14)Mass Notification System Agreement (Renewal): renew the mass notification system agreement with **Rave Mobile Safety** (Framingham, MA), The Interlocal Purchasing System (TIPS) purchasing cooperative approved vendor, for the period

beginning September 1, 2022 through August 31, 2023, at a total amount of \$58,477.25;

15)Promotional Items for Student Outreach (Renewal): renew the promotional items for student outreach contracts for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$100,000.00. The vendors are as follows:

Vendor (City/State)	Vendor (City/State)
4 Imprint, Inc. (Oshkosh, WI)	Authentic Promotions.com (Carmichael, CA)
Imprezos Pro Uniforms, LLC. (Pharr, TX)	Promo Masters (Alton, TX)
Promo Universal, LLC. (Corpus Christi, TX)	

16)Promotional T-Shirts for Student Outreach (Renewal): renew the promotional t-shirts for student outreach contracts for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$175,000.00. The vendors are as follows:

Vendor (City/State)	Vendor (City/State)
Ad-Wear & Specialty of Texas, Inc. (Houston, TX)	Authentic Promotions.com (Carmichael, CA)
Exclusive Decals & Screenprinting (Alton, TX)	Imprezos Pro Uniforms, LLC. (Pharr, TX)

C. Purchases and Renewals (C-c. Technology Items)

17)Computers and Laptops (Purchase): purchase computers and laptops from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), at a total amount of \$298,616.84;

18)Software License Agreement (Renewal): renew the software license agreement with **Netsync Network Solutions** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning June 14, 2022 through June 13, 2023, at a total amount of \$47,527.32;

D. Contract Extension

19)Travel Services (Contract Extension): extend the current contract for travel services with **Echo Travel Agency** (Edinburg, TX) for an additional two (2) months, beginning July 1, 2022 through August 31, 2022, at a \$25.00 fee per ticket.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

c. Approval of Use of a Purchasing Card (P-Card) by College Employees

Approval on the Use of a Purchasing Card (P-Card) by College employees was requested.

Purpose – A Purchasing Card (P-Card) will be used by employees authorized by the President to pay for qualified expenses.

Justification – Multiple financial accounting and internal controls benefits are associated with the implementation of a P-Card program. A P-Card is a form of an organization credit card issued to designated employees with the ability to procure goods and services without using the traditional method of a purchase requisition and purchase order.

Background – The College’s existing procedures includes the use of credit cards by designated employees approved by the President for the procurement of business-related goods and services. The P-Card will replace the current operation of issuing credit cards.

The benefits in implementing a P-Card program include, but are not limited to the following:

- Efficient and streamlined payment method.
- Decreased transaction costs and timely reconciliations.
- Reduction of employee reimbursements.
- Ability to limit use to specific vendors.
- Statements available electronically, providing line-item details.
- Increased internal controls on purchases, including the ability to set credit limits on each card
- Rebate payments for the College

The P-Card program contract will be with the State of Texas Comptroller of Public Accounts approved vendor **Citibank, N.A. (Citi)** at no cost to the College with a start date of August 1, 2022. The implementation and distribution of P-Cards will require approval by the College President and will be in accordance with College procedures.

Reviewers – The proposed implementation of P-Cards within the College’s operations has been reviewed by the President’s Cabinet.

Dr. Ricardo J. Solis, College President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the June 14, 2022 Committee Meeting to address questions by the Committee.

The Finance, Audit, and Human Resources Committee recommended Board approval to permit the Use of a Purchasing Card (P-card) by College Employees to procure goods and services through the State of Texas Comptroller of Public Accounts approved vendor **Citibank N.A. (Citi)** with a start date of August 1, 2022, at no cost to the College.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

d. Approval of Proposed Auxiliary Fund Budget Amendment for FY 2021 - 2022

Approval of a proposed auxiliary budget amendment for FY 2021 - 2022 was requested.

The proposed budget amendment is necessary for the following reasons:

1. To reduce the Auxiliary Fund revenue budgets due to the decrease in commission revenues.
2. To create the Higher Education Emergency Relief Fund (HEERF) Revenue Loss Reimbursement revenue in the amount of \$344,189.

The budget amendment is proposed as follows:

1. Budget Amendment – Reduce the Auxiliary Fund Revenues Budgets

Fiscal Year 2021 – 2022	
Summary of Auxiliary Fund Increase/(Decrease) by Classification	
Classification	Increase/(Decrease)
Revenues	
Bookstore	\$(221,515)
Vending Machines	(25,000)
Total Revenue Reduction	\$(246,515)
 Expenditures	
Operating	(246,515)
Total Expenditures Reduction	\$(246,515)

A. Auxiliary Revenue Budget Reduction

- The Auxiliary Fund revenue budget will be reduced by \$246,515 due to the decrease in commission revenues. The revenue budget will be adjusted as follows:
 - The Bookstore revenue budget will be reduced by \$221,515. The revenue reduction is necessary because of the negative impact the COVID-19 pandemic is having on the sales volume of Barnes & Noble, the College’s contracted bookstore.
 - The Vending Machines revenue budget will be reduced by \$25,000. The revenue reduction is necessary because vending machine operations are expected to decrease in light of the COVID-19 pandemic.

B. Operating Budget Reduction

- The operating expense budget will be decreased by \$246,515.

**Fiscal Year 2021 – 2022
 Auxiliary Fund Operating Expenditures**

Operating Expenditures	Increase/ (Decrease)
Non Self-Sustaining Organizations	(246,515)
Total Operating Reduction	\$(246,515)

2. Budget Amendment – Create the HEERF Revenue Loss Reimbursement Revenue in the amount of \$344,189

**Fiscal Year 2021 – 2022
 Summary of Auxiliary Fund Increase/(Decrease) by Classification**

Classification	Increase/(Decrease)
Revenues	
HEERF Revenue Loss Reimbursement	\$344,189
Total Revenue Increase	\$344,189
Expenditures	
Operating	\$344,189
Total Expenditures Increase	\$344,189

A. Auxiliary Revenue Budget Increase

- The Auxiliary Fund revenue budget will be increased by \$344,189 to establish the HEERF Revenue Loss Reimbursement revenue funded by the HEERF III Institutional portion allocated to the College.
 - The HEERF Revenue Loss Reimbursement revenue budget will be added to the Auxiliary Fund revenue budget in the amount of \$344,189. The addition of the revenue represents the revenues expected by the College but were reduced or eliminated as a result of the COVID-19 pandemic.

B. Operating Budget Increase

- The operating budget will be increased by \$344,189 to reflect the additional revenue resulting from the HEERF Revenue Loss Reimbursement.

**Fiscal Year 2021 – 2022
 Auxiliary Operating Expenditures**

Operating Expenditures	Increase/ (Decrease)
Non Self-Sustaining Organizations	\$344,189
Total Operating Increase	\$344,189

3. Summary of Proposed Budget Amendment – Revenues and Expenditures

As a result of the proposed budget amendment, the total budgeted revenues and expenditures for fiscal year 2021 – 2022 will decrease as follows:

Fiscal Year 2021 – 2022	
Summary of Proposed Amendment – Revenues and Expenditures	
Classification	Increase/(Decrease)
Revenues	
Bookstore	\$(221,515)
Vending Machines	(25,000)
HEERF Revenue Loss Reimbursement	34,189
Total Revenue Increase	\$97,674
Expenditures	
Operating	97,674
Total Expenditures Increase	\$97,674

As a result of the proposed budget amendment, the total budgeted revenues and expenditures for fiscal year 2021 – 2022 will increase as follows:

Fiscal Year 2021 – 2022			
Budgeted Revenues and Expenditures			
Fund	FY 2022 Original Budget	FY 2022 Proposed Amended Budget	Increase/ (Decrease)
Auxiliary Fund	\$3,963,217	\$4,060,891	\$97,674

Enclosed Documents - The budget amendment (Exhibit A) and presentation follow in the packet for the Board's information and review.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services will present the Proposed Budget Amendment for FY 2021 – 2022.

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed auxiliary budget amendment for FY 2021 - 2022, as presented.

This item was approved by the Board as part of consent agenda action.

Discussion and Action as Necessary on Consultant Services Agreement with Pathfinder Public Affairs, Inc.

On June 14, 2022, the Finance, Audit, and Human Resources Committee was presented with a recommendation to purchase a consultant services contract with **Pathfinders Public Affairs, Inc.** (Edinburg, TX), a sole source vendor, for the period beginning June 1, 2022 through May 31, 2023, at a total amount of \$95,000.00.

At that meeting, Legal Counsel advised the Committee that there were further legal questions regarding this engagement, and he recommended that the Committee not make a Board recommendation on this item.

Legal Counsel was asked to provide his recommendation to the Board of Trustees on the engagement of consultant services.

The services would include continued coordination with College leadership regarding ongoing and developing priorities, resulting in strategic representation of South Texas College's priorities and needs to local legislative delegation and monitoring of legislative issues that impact the College.

Funds for this expenditure were budgeted in the President's Non-Public budget for FY 2021 – 2022 and FY 2022 – 2023, pending Board approval of the budget.

Legal counsel advised that the Board could authorize a consultant services contract following the same terms as the original contract, which was a six-month contract for a total of \$47,500.

Upon a motion by Mr. Danny Guzman and a second by Mrs. Dalinda Gonzalez-Alcantar, the Board of Trustees of South Texas College approved and authorized the award of a consultant services contract with Pathfinders Public Affairs, Inc. for six months for a total of \$47,500. The motion carried.

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 was scheduled for the June 28, 2022 Board Meeting.

Mary Elizondo, Vice President for Finance and Administrative Services, was prepared to 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 aligned 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 – Models (\$11.00)					
Model 1: 2.0% GPI	\$1,655,599	\$1,656,259	\$3,311,858	\$746,824	\$4,058,682
Model 2: 2.5% GPI	\$2,079,366	\$1,647,704	\$3,727,070	\$840,454	\$4,567,524
Model 3: 3.0% GPI	\$2,496,036	\$1,603,792	\$4,099,828	\$924,511	\$5,024,339
Cost – Models (\$12.15)					
Model 1: 2.0% GPI	\$1,673,397	\$2,061,432	\$3,734,829	\$842,203	\$4,577,032
Model 2: 2.5% GPI	\$2,098,457	\$2,038,502	\$4,136,959	\$840,454	\$4,977,413
Model 3: 3.0% GPI	\$2,519,700	\$1,978,223	\$4,497,923	\$1,014,282	\$5,512,205
Cost – Models (\$13.00)					
Model 4: 2.0% GPI	\$1,678,723	\$2,400,099	\$4,078,822	\$919,773	\$4,998,595

Model 5: 2.5% GPI	\$2,107,296	\$2,367,396	\$4,474,692	\$1,009,042	\$5,483,734
Model 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

- 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

- 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 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 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 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 1 (2.0% GPI) \$3,734,829
 - ⇒ Cost Model 2 (2.5% GPI) \$4,136,959
 - ⇒ Cost Model 3 (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 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 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 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 were as follows:

Model 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 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 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.

Mary Elizondo, Vice President for Finance and Administrative Services attended the Committee Meeting to address questions by the Committee.

The Finance, Audit, and Human Resources Committee did not take action on this item, preferring it be presented directly to the full Board of Trustees.
On June 28, 2022, the Board of Trustees did not act on this item, and asked that it be included in a Board Work Session to be scheduled in July 2022.

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

- 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

Approval of the Proposed Staffing Plan Revisions requests for FY 2022 – 2023 was scheduled for the June 28, 2022 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 reviewed the proposed staffing plan revisions requests for FY 2022 – 2023 with staff, which included 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	\$425,005	\$ -	\$425,005
B. Reinstatement of NAH Faculty Positions (5)	274,995	-	274,995
C. Funding Increases to Dual Credit and Adjunct Instructor Pool	1,000,000	-	1,000,000
D. Critical New Non-Faculty Positions (12)	659,984	(185,435)	474,549
E. Reclassification and Salary Adjustment of Vacant Non-Faculty Positions (11)	178,563	(63,190)	115,373
F. Selected Previously Frozen Positions (11)	554,259	(95,922)	458,337
G. Pool Adjustments to Instructional Direct Wage Pools and Non-Faculty Temp Pools (18)	341,196	(118,348)	222,848
H. ITED Restructure - Restricted to Unrestricted	558,973	-	558,973
I. Funding for FY 2022 - 2023 Positions Salary Reserve Pool	258,961	-	258,961
N. Compensation Study Adjustments (3% GPI)	4,099,828	-	4,099,828
N. Compensation Study Minimum Salary Increase (\$12.15)	398,095	-	398,095
Total	\$8,749,859	\$(462,895)	\$8,286,964
Compensation Study Minimum Salary Increase (\$13.00)	331,055	-	331,055
Estimated additional salary costs for (D), (E), (F) at \$13.00 Minimum	10,000	-	10,000
Total	\$9,090,914	\$(462,895)	\$8,628,019

FY 2022 Salary Budget Changes

The total increase of \$8,589,198 in salary budget from Fiscal Year 2021 – 2022 to Fiscal Year 2022 – 2023 includes the above staffing plan revisions requests totaling \$8,286,964 and a reduction of the two (2) expenditures types totaling \$689,568, and an increase totaling \$991,802, consisting of the following:

Changes to FY 2022 – 2023 Salary Budget	Amount
Proposed FY 2022 -2023 Staffing Plan Revisions Requests	\$8,286,964
Plus:	
Removal of COVID Training and Retention Incentive Payments	(401,250)
Changes in Salaries due to Vacancies and New Hires	(288,318)
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
K-1 Salary Adjustments Approved by the President in FY 2021 - 2022	248,637
Total Changes	302,234
FY 2022 - 2023 Salary Budget Increase	\$8,589,198

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

A. Funding Increases to Faculty Instructional Pool

An increase in the faculty instructional pool of \$425,005 will be required in FY 2022-2023 to support student enrollment.

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 Adjunct Instructor Pool of \$1,000,000 will be required in FY 2022-2023 to increase instructor payments.

D. Critical New Non-Faculty Position

Twelve (12) 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 \$474,549 is being requested for these positions as follows:

Critical New Non-Faculty Position	Amount
Critical New Non-Faculty Position (12)	\$659,984
Less -- Funding from Savings of Existing Vacant Positions and Pool Positions	(185,435)
Net Salary Budget Increase for New Non-Faculty Positions	\$474,549

*Based on minimum hourly rate of \$12.15

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 nine (9) 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 (9)	\$178,563
Less -- Funding from Savings of Existing Vacant Positions and Vacant Pool Positions	(63,190)
Net Salary Budget Increase for Reclassifications of Vacant Positions	\$115,373

*Based on minimum hourly rate of \$12.15

F. Funding of Selected Previously Frozen Non-Faculty Positions

A total of thirteen (11) 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 (13)	\$554,259
Less -- Funding from Savings of Existing Vacant Positions and Vacant Pool Positions	(95,922)
Net Salary Budget Increase for Unfreezes	\$458,337

*Based on minimum hourly rate of \$12.15

G. Pool Adjustments to Instructional Direct Wage Pools, Non-Faculty Temp Pools, FY 2022 – 2023 Position Salary Funding Reserve

A total of eighteen (18) pools are proposed to increase in the amount of \$222,848 to support the daily operations of the College in Fiscal Year 2022-2023.

Pool Funding	Amount
Instructional Direct Wage Pools, Faculty Temp Pool, Salary Reserve Pool	\$341,196
Less -- Funding from Savings of Existing Vacant Pools	(118,348)
Net Salary Budget Increase for Direct Wage Pools and Faculty Temp Pool	\$222,848

*Based on minimum hourly rate of \$12.15

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. Funding for FY 2022 – 2023 Positions Salary Reserve Pool

An increase in the salary reserve pool in the amount of \$258,961 will be included in FY 2022 – 2023 to fund staffing plan changes approved by the President during the year.

Salary Reserve Pool	Amount
FY 2022 – 2023 Position Salary Reserve Pool	\$258,961

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 \$1,743,129.

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)	\$619,379
New Positions (2)	123,750
Total	\$743,129

Budget Amendment for FY 2021 - 2022	Amount
Grand Total	\$1,743,129

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 \$462,895.

Staffing Plan Revision Requests	Amount
Total Staffing Plan Revisions Requests	\$8,749,859
Available Funding Source Identified for New Positions, Reclassification of Vacant Positions and DW Pools	(462,895)
Net Salary Budget Increase for FY 2022 - 2023	\$8,286,964

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 \$4,497,923 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 follow in the packet for the Committee's information and review.

The Finance, Audit, and Human Resources Committee recommended Board approval of the Staffing Plan Revisions requests for FY 2022 – 2023 as presented to the Committee, but instructed that this item not be included on the consent agenda for Board approval to ensure adequate discussion.

Additionally, administration has made further revisions as necessary since the Committee recommended approval. Dr. Ricardo Solis, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the Board meeting to address any questions by the trustees.

On June 28, 2022, the Board of Trustees did not act on this item, and asked that it be included in a Board Work Session to be scheduled in July 2022.

Review and Action as Necessary on Consent Agenda Items from the Facilities Committee

The following Consent Agenda items were thoroughly discussed by the Facilities Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on each item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believed that all questions raised during the Committee discussion of Consent Agenda items were resolved to the Committee's satisfaction at the meeting, and the items were presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

All trustees were invited to identify an item or items that should be removed from the Consent Agenda for further discussion. Otherwise, the Board was asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages

The Facilities Committee recommended Board action on the following items as presented.

- a. Approval to Contract Architectural Services for the Pecan Campus Kinesiology Building Phase I
- b. Approval to Contract Architectural Services for the Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs
- c. Approval of Schematic Design of the Mid Valley Campus Workforce Program Projects
 1. Workforce Center Building D Welding Lab Expansion and Renovation
 2. Workforce Center Building D Automotive Lab Expansion
 3. Workforce Center Building D HVAC-R Classroom & Outdoor Lab Expansion
- d. Approval to Proceed with Solicitation of Construction Services for the Mid Valley Campus Workforce Program Projects
 1. Workforce Center Building D Welding Lab Expansion and Renovation
 2. Workforce Center Building D Automotive Lab Expansion
 3. Workforce Center Building D HVAC-R Classroom & Outdoor Lab Expansion
- e. Approval of Schematic Design of the Technology Campus Exterior Solar Panels Structures
- f. Approval to Proceed with Solicitation of Construction Services for the Technology Campus Exterior Solar Panels Structures
- g. Approval of Schematic Design of the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure
- h. Approval to Proceed with Solicitation of Construction Services for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure
- i. Approval to Contract Construction Services for the District Wide Refinishing of Exterior Stucco & Panels
- j. Approval of Substantial and Final Completion of the Pecan Campus Information Technology Building M Generator Replacement
- k. Approval of Substantial and Final Completion of the District Wide Flooring Replacements Phase I at Pecan Campus

- l. Approval of Substantial and Final Completion of the District Wide Flooring Replacements Phase I at Mid Valley Campus
- m. Approval of Substantial Completion of the District Wide Automatic Door Openers Phase IV
- n. Approval of Final Completion of the Deferred Maintenance of District Wide Roofs at Nursing & Allied Health Campus
- o. Approval of Final Completion of the Deferred Maintenance of District Wide Roofs at Starr County Campus
- p. Approval to Renew Lease Agreement with City of Edinburg for the Fire Department Training Facility
- q. Approval of Lease Agreement with Pharr-San Juan-Alamo Independent School District for the Dr. Daniel King College & University Center and the College, Career & Technology Academy Building
- r. Approval of Facilities Usage Agreement with Mission Economic Development Corporation for the Mission Center for Education and Economic Development Sound Studio
- s. Approval of Unexpended Plant Fund – Construction Proposed Projects and Preliminary Budgets for Fiscal Year 2022 – 2023
- t. Approval of Renewals & Replacements Plant Fund Proposed Projects and Preliminary Budgets for Fiscal Year 2022 – 2023

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved and authorized items a – t of the Facilities Committee Consent agenda as presented. The motion carried.

Consent Agenda:

a. Approval to Contract Architectural Services for the Pecan Campus Kinesiology Building Phase I

Approval to contract architectural services for the Pecan Campus Kinesiology Building Phase I project was requested.

Purpose

Architectural services were necessary for design and construction administration services for this project. The design scope of work included, but was not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

Scheduling Priority

This project was requested by Administration to vacate the College's facilities located at the Pecan Plaza property. It was reviewed by the Facilities Operations & Maintenance, Purchasing, and Facilities Planning & Construction Departments, Administration, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees.

This project was scheduled as an educational space improvement to construct a facility for Kinesiology program instruction.

Background

The project consisted of the construction of a new 12,000 square foot Kinesiology Building in between the existing Information Technology Building M and North Academic Humanities Building P at Pecan Campus.

- Design and construction of the structure to include:
 - Various Workout and Training Areas, Staff Offices, Reception, Workroom, Storage, Showers, Restrooms, and Support Service Areas
- Approximate square feet of the proposed space: 12,000 s.f.

On April 26, 2022, the Board of Trustees approved the solicitation for architectural services. Solicitation for architectural qualifications began on May 4, 2022, for the purpose of selecting an architectural firm to prepare the necessary plans and specifications for this project. A total of eighteen (18) firms received a copy of the Request for Qualifications (RFQ) and a total of seven (7) firms submitted their responses on May 19, 2022.

Timeline for Solicitation of Statements of Qualifications	
May 4, 2022	Solicitation of statements of qualifications began.
May 19, 2022	Seven (7) statements of qualifications were received.

Highest Ranked Vendor

Based on the evaluations of the qualifications, **Boultinghouse Simpson Gates Architects** was the highest ranked firm.

The project budget was \$3,240,000 as itemized in the table below:

Pecan Campus Kinesiology Building Phase I Total Project Budget	
Budget Item	Project Total
Construction	\$2,400,000
Design	240,000
Miscellaneous	72,000
FFE	204,000
Technology	204,000
Contingency 5%	120,000
Total Project Budget	\$3,240,000

Funding Source

Funds for the Pecan Campus Kinesiology Building Phase I Project 2022-042C were available in the Unexpended Construction Plant Fund for use in FY 2021 – 2022, as approved by the Board on April 26, 2022. Additional budget transfers from unrestricted

funds would required in FY 2022-2023 to complete the projects and would requested at a later date. The budget was developed in June 2021 and would need to be reevaluated and adjusted in the FY 2022-2023 budget due to price escalation.

Reviewers

The proposals were reviewed by College staff from the Academic Affairs Division, Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing departments.

Estimated Project Timeline

The project design phase was projected to last until May 2023, with construction to commence in September 2023 and Substantial Completion in May 2024.

Enclosed Documents

A presentation of the proposed project was enclosed. The evaluation team members completed evaluations for the firms and prepared the enclosed scoring and ranking summary.

The Facilities Committee recommended Board approval to contract architectural services with Boultinghouse Simpson Gates Architects for the Pecan Campus Kinesiology Building Phase I project as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

b. Approval to Contract Architectural Services for the Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs

Approval to contract architectural services for the Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs project was requested.

Purpose

Architectural services were necessary for design and construction administration services for this project. The design scope of work included, but was not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

Scheduling Priority

This project was requested by Administration to vacate the College's facilities located at the Pecan Plaza property. It was reviewed by the Facilities Operations & Maintenance, Purchasing, and Facilities Planning & Construction Departments, Administration, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project was scheduled as an educational space improvement to construct an expansion and renovations for Music and Dance programs instruction at the Pecan Campus Cooper Center for Performing Arts.

Background

The project consisted of the construction of an expansion and renovation to the Pecan Campus Cooper Center for Performing Arts Building L for the Music and Dance Programs.

- Design and construction of the expansion and renovation to include:
 - 2 Large Classrooms, Small Classroom, Faculty Studios, Piano Studio, Administrative Assistant Area, Lockers, 15 Practice Rooms, Large Rehearsal Room, Percussion Suite, Library, Storage, Dance Studio, Recording Studio, Workshop, and Support Spaces.
- Proposed spaces:
 - Music Expansion: 12,000 s.f.
 - Dance Studio Renovation: 4,000 s.f.
 - Outdoor Workshop: 800 s.f.

Total Square Feet: 16,800 s.f.

On April 26, 2022, the Board of Trustees approved the solicitation for architectural services. Solicitation for architectural qualifications began on May 4, 2022, for the purpose of selecting an architectural firm to prepare the necessary plans and specifications for this project. A total of eighteen (18) firms received a copy of the Request for Qualifications (RFQ) and a total of eight (8) firms submitted their responses on May 19, 2022.

Timeline for Solicitation of Statements of Qualifications	
May 4, 2022	Solicitation of statements of qualifications began.
May 19, 2022	Eight (8) statements of qualifications were received.

Highest Ranked Vendor

Based on the evaluations of the qualifications, **Brown Reynolds Watford Architects** was the highest ranked firm.

The project budget was \$4,536,000 as itemized in the table below:

Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs Total Project Budget	
Budget Item	Project Total
Construction	\$3,360,000
Design	336,000
Miscellaneous	100,800
FFE	285,600
Technology	285,600
Contingency 5%	168,000
Total Project Budget	\$4,536,000

Funding Source

Funds for the Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs Project 2022-043C were available in the Unexpended Construction Plant Fund for use in FY 2021 – 2022, as approved by the Board on April 26, 2022. Additional budget transfers from unrestricted funds would be required in FY 2022-2023 to complete the projects and would be requested at a later date. The budget was developed in June 2021 and would need to be reevaluated and adjusted in the FY 2022-2023 budget due to price escalation.

Reviewers

The proposals were reviewed by College staff from the Academic Affairs Division, Facilities Operations & Maintenance, Facilities Planning & Construction, Finance & Administrative Services, and Purchasing departments.

Estimated Project Timeline

The project design phase was projected to last until May 2023, with construction to commence in September 2023 and Substantial Completion in May 2024.

Enclosed Documents

A presentation of the proposed project was enclosed. The evaluation team members completed evaluations for the firms and prepared the enclosed scoring and ranking summary.

The Facilities Committee recommended Board approval to contract architectural services with Brown Reynolds Watford Architects for the Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs project as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

c. Approval of Schematic Design of the Mid Valley Campus Workforce Program Projects

Approval of schematic designs prepared by PBK Architects, Inc. for the following Mid Valley Campus Workforce Program Projects was requested.

- A. Workforce Center Building D Welding Lab Expansion and Renovation
- B. Workforce Center Building D Automotive Lab Expansion
- C. Workforce Center Building D HVAC-R Classroom & Outdoor Lab Expansion

Purpose

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

Scheduling Priority

These projects were requested by College Administration and the Academic Division of Business, Public Safety, & Technology. They were reviewed by the Facilities Planning & Construction department, Administration, the Coordinated Operations Council, the Facilities Committee, the Education & Workforce Development Committee, and the Board of Trustees. These projects were scheduled as educational space improvements to support Workforce Programs.

Justification

The proposed expansions and renovation at the Mid Valley Workforce Center Building D would allow for additional instruction space and storage space for the Welding and Automotive programs, and additional instruction space for Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC-R) courses.

Once schematic design is approved, PBK Architects, Inc. would proceed to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using College design standards as well as all applicable codes and ordinances. Construction documents would then be issued for solicitation of construction proposals. Once received, construction proposals would be evaluated and submitted to the Board of Trustees with a recommendation to award a contract.

Background

On October 26, 2021, the Board of Trustees approved contracting architectural services with PBK Architects, Inc. The architect worked with College staff to develop schematic designs to meet the Workforce Program needs.

The projects and associated scopes of work are summarized as follows:

A. Workforce Center Building D Welding Lab Expansion and Renovation

The project consisted of constructing an expansion and renovation to provide accommodation for multiple classes at one time, including Traditional, Dual Credit, and Continuing Education classes, and will expand indoor and outdoor welding lab spaces.

- Design and construction of the expansion and renovation
- Approximate square feet of the proposed renovated space: 1,858 s.f.
- Approximate square feet of the proposed expansion space: 1,717 s.f.
- Total square feet: 3575 s.f.

B. Workforce Center Building D Automotive Lab Expansion

The project consisted of constructing an expansion to provide accommodation for new fully-equipped bays with overhead doors, work spaces, storage space for equipment and tools, and the possibility for further expansion as needed. The schematic design shows the proposed new location as recommended by the architect and College staff.

- Design and construction of the expansion
- Approximate square feet of the proposed space: 3,468 s.f.

C. Workforce Center Building D HVAC-R Classroom & Outdoor Lab Expansion

The project consisted of constructing an expansion to provide adequate space and equipment for both Traditional and Dual Credit classes, including an indoor classroom as well as an outdoor covered lab space for HVAC-R brazing.

- Design and construction of the expansion and renovation
- Approximate square feet of the proposed indoor lab space: 1,383 s.f.
- Approximate square feet of the proposed outdoor lab space: 733 s.f.
- Total square feet: 2,116 s.f.

Funding Source

Previously earmarked funds were available in the Unexpended Construction Plant Fund and were approved for use toward the Mid Valley Campus Workforce Center Building D Welding Lab Expansion and Renovation Project 2022-013C, the Mid Valley Campus Workforce Center Building D Automotive Lab Expansion Project 2022-012C, and the Mid Valley Campus Workforce Center Building D HVAC-R Classroom & Outdoor Lab Expansion Project 2022-014C in FY 2021-2022 at the June 22, 2021 Board meeting. PBK Architects, Inc. estimated the cost of the proposed construction to exceed the construction budgets and additional funds can be budgeted in the FY 2022-2023 Unexpended Construction Plant Fund to cover the shortfalls. The construction budgets and the estimated construction costs for each project are itemized in the following table:

Mid Valley Campus Workforce Program Projects Construction Budgets and Estimated Costs			
Project	Construction Budget	Estimated Construction Cost	Variance
Workforce Center Building D Welding Lab Expansion and Renovation	\$370,000	\$707,550	(\$337,550)
Workforce Center Building D Automotive Lab Expansion	700,000	953,700	(253,700)
Workforce Center Building D HVAC-R Classroom & Outdoor Lab Expansion	400,000	421,875	(21,875)
Total Construction Budgets	\$1,470,000	\$2,083,125	(\$613,125)

Reviewers

The proposed schematic designs were reviewed by staff from the Academic Division of Business, Public Safety, & Technology, Facilities Planning & Construction, and Facilities Operations & Maintenance departments, and the Coordinated Operations Council.

Estimated Project Timeline

The project design phase was projected to last until October 2022, with construction to commence in February 2023 and Substantial Completion in October 2023.

Enclosed Documents

PBK Architects, Inc. developed a schematic presentation describing the proposed designs. The packet included drawings of the site plan, floor plans, exterior views, and fact sheets.

Presenters

PBK Architects, Inc. developed a schematic presentation describing the proposed design. Representatives from PBK Architects, Inc. attended the Facilities Committee meeting to present the schematic designs of the projects.

The Facilities Committee recommended Board approval of the proposed schematic designs of the Mid Valley Campus Workforce Center Building D Welding Lab Expansion and Renovation, Mid Valley Campus Workforce Center Building D Automotive Lab Expansion, and Mid Valley Campus Workforce Center Building D HVAC-R Classroom & Outdoor Lab Expansion projects as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

d. Approval to Proceed with Solicitation of Construction Services for the Mid Valley Campus Workforce Program Projects

Approval of authorization to proceed with the solicitation of construction services for the following Mid Valley Campus Workforce Program Projects was requested.

- A. Workforce Center Building D Welding Lab Expansion and Renovation
- B. Workforce Center Building D Automotive Lab Expansion
- C. Workforce Center Building D HVAC-R Classroom & Outdoor Lab Expansion

Construction services were necessary to construct the Workforce Program renovations and expansions. If solicitation was approved, documents would be issued for solicitation of construction proposals. Once received, construction proposals would be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

Background

On October 26, 2021, the Board of Trustees approved contracting architectural services with PBK Architects, Inc. to design the Workforce Program Projects. PBK Architects, Inc. estimates the cost of the proposed construction to exceed the construction budgets and additional funds can be budgeted in the FY 2022-2023 Unexpended Construction Plant Fund to cover the shortfalls. On June 22, 2021, the Board approved the use of Unexpended Plant funds previously earmarked for the proposed Workforce Program projects at the Mid Valley Campus.

The total project budgets are as follows:

Mid Valley Campus Workforce Building D Projects Construction Budgets				
Budget Item	Welding Lab Expansion and Renovation	Automotive Lab Expansion	HVAC-R Classroom & Outdoor Lab Expansion	Total
Construction	\$370,000	\$700,000	\$400,000	\$1,470,000
Design	37,000	70,000	40,000	147,000

Miscellaneous	12,000	17,500	12,000	41,500
FFE	90,000	38,500	22,000	150,500
Technology	10,000	59,500	34,000	103,500
Contingency 5%	18,500	35,000	20,000	73,500
Total Project Budgets	\$537,500	\$920,500	\$528,000	\$1,986,000

PBK Architects, Inc. would begin working on the development of the construction plans and specifications. Upon completion of the documents, the College would begin the process of the solicitation for construction services of the welding lab expansion project.

The Facilities Committee recommended Board approval to proceed with the solicitation of construction services for the Mid Valley Campus Workforce Center Building D Welding Lab Expansion and Renovation, Mid Valley Campus Workforce Center Building D Automotive Lab Expansion, and Mid Valley Campus Workforce Center Building D HVAC-R Classroom & Outdoor Lab Expansion projects as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

e. Approval of Schematic Design of the Technology Campus Exterior Solar Panels Structures

Approval of schematic design prepared by SAMES, Inc. for the Technology Campus Exterior Solar Panels Structures project was requested.

Purpose

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

Scheduling Priority

This project was requested by the Construction and Building Technologies Program. It was reviewed by the Facilities Planning & Construction department, Administration, the Facilities Committee, and the Board of Trustees. This project was scheduled as an educational space improvement to provide a structure for instruction and demonstration.

Justification

Once schematic design was approved, SAMES, Inc. would proceed to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using College design standards as well as all applicable codes and ordinances. Construction documents would then be issued for solicitation of construction proposals. Once received, construction proposals would be evaluated and

submitted to the Board of Trustees with a recommendation to award a construction contract.

Background

On December 14, 2021, the Board of Trustees approved contracting architectural services with SAMES, Inc. for this project. The architect worked with College staff to develop a schematic design to meet the program’s current needs.

The project consisted of constructing two standalone structures to provide a space for instruction and training of installing solar panels.

- Design and construction of the two (2) structures
- Each structure to hold twelve (12) solar panels each, for a total of twenty-four (24)
- Approximate combined square feet of the proposed spaces: 975 s.f.

The construction budget and the estimated construction cost for the project are shown in the following table:

Technology Campus Exterior Solar Panels Structures Construction Budget and Estimated Cost		
Construction Budget	Estimated Construction Cost	Variance
\$88,200.00	\$175,151.89	(\$86,951.89)

Funding Source

Funds for the Technology Campus Exterior Solar Panels Structures Project 2022-008C were budgeted in the FY 2021-2022 Unexpended Construction Plant Fund. The total construction budget was \$88,200. SAMES, Inc. estimated the construction costs to be \$175,151.89. Additional funds may be budgeted in the FY 2022-2023 Unexpended Construction Plant Fund to cover the estimated shortfall.

Reviewers

The proposed schematic design was reviewed by staff from the Division of Business, Public Safety, & Technology, Facilities Planning & Construction department, Facilities Operations & Maintenance department, and the Coordinated Operations Council.

Estimated Project Timeline

The project design phase was projected to last until July 2022, with construction to commence in October 2022 and Substantial Completion in December 2022.

Enclosed Documents

SAMES, Inc. developed a schematic presentation describing the proposed design. The packet included drawings of the site plans, a floor plan, exterior views, and fact sheet.

Presenters

SAMES, Inc. developed a schematic presentation describing the proposed design. Representatives from SAMES, Inc. attended the Facilities Committee meeting to present the schematic design of the project.

The Facilities Committee recommended Board approval of the proposed schematic design of the Technology Campus Exterior Solar Panels Structures project as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

f. Approval to Proceed with Solicitation of Construction Services for the Technology Campus Exterior Solar Panels Structures

Approval of authorization to proceed with the solicitation of construction services for the Technology Campus Exterior Solar Panels Structures project was requested.

Construction services were necessary to construct the standalone structures for solar panel installation training. If solicitation was approved, documents would be issued for solicitation of construction proposals. Once received, construction proposals would be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

Background

On December 14, 2021, the Board of Trustees approved contracting architectural services with SAMES, Inc. to design the solar panels structures. SAMES, Inc. estimated the cost of the proposed construction to exceed the construction budget and additional funds can be budgeted in the FY 2022-2023 Unexpended Construction Plant Fund to cover the shortfall. The total project budget is \$103,100 which included funds for construction, design, and miscellaneous costs.

Technology Campus Exterior Solar Panels Structures Total Project Budget	
Budget Item	Project Total
Construction	\$88,200
Design	8,400
Miscellaneous	6,500
Total Project Budget	\$103,100

SAMES, Inc. would begin working on the development of the construction plans and specifications. Upon completion of the documents, the College would begin the process of the solicitation for construction services.

The Facilities Committee recommended Board approval to proceed with the solicitation of construction services for the Technology Campus Exterior Solar Panels Structures project as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

g. Approval of Schematic Design of the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure

Approval of schematic design prepared by Martinez Architects for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure project was requested.

Purpose

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

Scheduling Priority

This project was requested by the Regional Center for Public Safety Excellence staff. It was reviewed by the Facilities Planning & Construction department, Administration, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project was scheduled as an educational space improvement to provide a two-story structure for instruction and training in fire science in a residential setting using fire training elements and live fire props.

Justification

Once schematic design was approved, Martinez Architects would proceed to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using College design standards as well as all applicable codes and ordinances. Construction documents will then be issued for solicitation of construction proposals. Once received, construction proposals would be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

Background

On January 25, 2022, the Board of Trustees approved contracting architectural services with Martinez Architects for this project. The architect has worked with College staff to develop a schematic design to meet the program's current needs.

The project consisted of constructing a fire training structure equipped with live fire props for instructional training on extinguishing fires in residential structures. The project also includes a restroom facility for code compliance to serve the adjacent training facilities as recommended by the architect. The architect estimates the restroom facility will add \$126,000 in building costs that were not part of the original scope and budget.

- Design and construction of the two-story structure: 2,205 s.f.
- Design and construction of the restroom facility: 722 s.f.
- Total approximate square feet: 2,927 s.f.

The architect has provided an estimate of the probable construction costs shown in the table below:

Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure	
Project Item	Estimated Construction Cost
Site Improvements (including restroom facility)	\$430,630
On-site Utilities	55,000
Off-site Improvements	15,000
Two-Story Fire Training Structure	336,600
Fire Training Props & High Temperature Lining	456,022
General Conditions/Requirements	161,657
Contractor Payments, Permits, and Contingency	226,319
Total	\$1,681,228

The construction budget and the estimated construction cost for the project are shown in the following table:

Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure Construction Budget and Estimated Cost		
Construction Budget	Estimated Construction Cost	Variance
\$1,250,000	\$1,681,228	(\$431,228)

Funding Source

Funds for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure Project 2022-015C were budgeted in the FY 2021-2022 Unexpended Construction Plant Fund. The total construction budget was \$1,250,000. Martinez Architects estimated the construction costs to be \$1,681,228. Additional funds may be budgeted in the FY 2022-2023 Unexpended Construction Plant Fund to cover the estimated shortfall.

Reviewers

The proposed schematic design was reviewed by staff from the Division of Business, Public Safety, & Technology, Facilities Planning & Construction department, Facilities Operations & Maintenance department, and the Coordinated Operations Council.

Estimated Project Timeline

The project design phase was projected to last until October 2022, with construction to commence in January 2023 and Substantial Completion in September 2023.

Enclosed Documents

Martinez Architects developed a schematic presentation describing the proposed design. The packet included drawings of the site plans, floor plans, exterior views, and fact sheet.

Presenters

Martinez Architects developed a schematic presentation describing the proposed design. Representatives from Martinez Architects attended the Facilities Committee meeting to present the schematic design of the project.

The Facilities Committee recommended Board approval of the proposed schematic design of the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure project as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

h. Approval to Proceed with Solicitation of Construction Services for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure

Approval of authorization to proceed with the solicitation of construction services for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure project was requested.

Construction services were necessary to construct the standalone structures for solar panel installation training. If solicitation is approved, documents would be issued for solicitation of construction proposals. Once received, construction proposals would be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

Background

On December 14, 2021, the Board of Trustees approved contracting architectural services with Martinez Architects to design the solar panels structures. Martinez Architects estimated the cost of the proposed construction to exceed the construction budget and additional funds can be budgeted in the FY 2022-2023 Unexpended Construction Plant Fund to cover the shortfall. The total project budget was \$1,581,250 and itemized in the table below:

Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure Total Project Budget	
Budget Item	Project Total
Construction	\$1,250,000
Design	125,000
Miscellaneous	31,250
FFE	68,750
Technology	106,250
Total Project Budget	\$1,581,250

Martinez Architects would begin working on the development of the construction plans and specifications. Upon completion of the documents, the College would begin the process of the solicitation for construction services of the welding lab expansion project.

The Facilities Committee recommended Board approval to proceed with the solicitation of construction services for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure project as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

i. Approval to Contract Construction Services for the District Wide Refinishing of Exterior Stucco & Panels

Approval to contract construction services for the District Wide Refinishing of Exterior Stucco & Panels project was requested.

Purpose

The procurement of a contractor would provide for construction services necessary for the project.

Scheduling Priority

This project was part of the Deferred Maintenance plan developed by the Facilities Operations & Maintenance and Facilities Planning & Construction departments. It was reviewed by the Facilities Planning & Construction and Facilities Operations & Maintenance departments, and Administration. It was scheduled as a non-educational improvement to refinish the stucco façades.

Background

On June 22, 2021, the Board approved this project as part of the College’s Renewals & Replacements projects.

Solicitation of competitive sealed proposals for this project began on May 11, 2022. A total of two (2) sets of construction documents were issued to vendors. A total of two (2) proposals were received on June 2, 2022.

Timeline for Solicitation of Competitive Sealed Proposals	
May 11, 2022	Solicitation of competitive sealed proposals began.
May 26, 2022	Two (2) proposals were received.

Highest Ranked Vendors

College staff reviewed and evaluated the competitive sealed proposal and recommended **Noble Texas Builders** in the amount of \$139,255 for the Pecan Campus and \$9,095 for the Pecan Plaza, and **Terra Fuerte Construction, LLC** in the amount of \$353,996 for the Mid Valley Campus and \$275,235 for the Starr County Campus as the highest ranked vendors.

Funding Source

Project Location	Highest Ranked Vendor	Original Construction Budget	Highest Ranked Proposal Amount	Original Budget Variance
Pecan Campus	Noble Texas Builders	\$130,000	\$148,350	(\$18,350)
Pecan Plaza	Noble Texas Builders	25,000	9,095	15,905

Mid Valley Campus	Terra Fuerte Construction, LLC	180,000	353,996	(173,996)
Starr County Campus	Terra Fuerte Construction, LLC	200,000	275,235	(75,235)
Total Amount		\$535,000	\$786,676	(\$251,676)

Funds for the District Wide Refinishing of Exterior Stucco & Panels Project 2022-016R were budgeted in the FY 2021-2022 Renewals & Replacements Fund in the amount of \$535,000 for construction. Additional funds may be budgeted in the FY 2022-2023 Unexpended Construction Plant Fund to cover the estimated shortfall.

Reviewers

The proposals were reviewed by College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

Estimated Project Timeline

Construction for this project was to commence in July 2022 and Substantial Completion in December 2022.

Enclosed Documents

Site plans of the project were included in the packet. The evaluation team members completed evaluations for the firms and prepared the scoring and ranking summary.

The Facilities Committee recommended Board approval to contract construction services with Noble Texas Builders in the amount of \$139,255 for the Pecan Campus and \$9,095 for the Pecan Plaza, and Terra Fuerte Construction, LLC in the amount of \$353,996 for the Mid Valley Campus and \$275,235 for the Starr County Campus for the District Wide Refinishing of Exterior Stucco & Panels as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

j. Approval of Substantial and Final Completion of the Pecan Campus Information Technology Building M Generator Replacement

Approval of substantial and final completion of the Pecan Campus Information Technology Building M Generator Replacement Project was requested.

Project		Completion Recommended	Date Received
1.	Pecan Campus Information Technology Building M Generator Replacement Project No. 2020-014R Engineer: Half Associates, Inc. Contractor: Metro Electric, Inc.	Substantial Completion	April 5, 2022
		Final Completion Recommended	May 25, 2022

This project was submitted as a Renewals & Replacements project by the IS&P Division in 2019, and was reviewed by the Facilities Operations & Maintenance, Facilities Planning & Construction, and Information Technology departments, Administration, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. It was scheduled as a high priority project to upgrade the power supply redundancy to a backup generator that provides continuous power without the need to refuel.

College staff visited the site and developed a construction punch list on April 23, 2022. A Certificate of Substantial Completion has been issued. Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It is recommended that substantial and final completion and release of final payment for this project with Metro Electric, Inc. be approved. The original cost approved for this project was \$137,556.

The following table summarizes the current budget status:

Pecan Campus Information Technology Building M Generator Replacement					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$250,000	\$137,556.00	\$3,620.00	\$141,176.00	\$134,117.20	\$7,058.80

On May 25, 2022, Facilities Planning & Construction staff inspected the site to confirm that all punch list items were completed.

Enclosed Documents

A copy of the Substantial Completion Certificate, the Final Completion Letter, and photos were included for the Board’s review and information.

The Facilities Committee recommended Board approval of substantial and final completion and release of final payment of \$7,058.80 to Metro Electric, Inc. for the Pecan Campus Information Technology Building M Generator Replacement as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

k. Approval of Substantial and Final Completion of the District Wide Flooring Replacements Phase I at Pecan Campus

Approval of substantial and final completion of the District Wide Flooring Replacements Phase I at Pecan Campus was requested.

Project		Completion Recommended	Date Received
1.	District Wide Flooring Replacements Phase I at Pecan Campus Project No. 2022-032R Contractor: Diaz Floors & Interiors	Substantial Completion	June 3, 2022
		Final Completion Recommended	June 7, 2022

This project was part of the Deferred Maintenance plan developed by the Facilities Operations & Maintenance and Facilities Planning & Construction departments. The project has been reviewed by the Facilities Planning & Construction and Facilities Operations and Maintenance departments, the President’s Cabinet, and the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project was scheduled as a routine improvement to replace flooring in buildings district wide as necessary.

College staff visited the site and developed a construction punch list on June 3, 2022. A Certificate of Substantial Completion has been issued. Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It was recommended that substantial and final completion and release of final payment for this project with Diaz Floors & Interiors be approved. The original cost approved for this project was \$242,989.60.

The following table summarizes the current budget status:

District Wide Flooring Replacements Phase I at Pecan Campus South Academic Building J					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$500,000.00	\$242,989.60	\$0	\$242,989.60	\$124,800.00	\$118,189.60

On June 7, 2022, Facilities Planning & Construction staff inspected the site to confirm that all punch list items were completed.

Enclosed Documents

A copy of the Substantial Completion Certificate, the Final Completion Letter, and photos were provided for the Board’s review and information.

The Facilities Committee recommended Board approval of substantial and final completion and release of final payment of \$118,189.60 to Diaz Floors & Interiors for the District Wide Flooring Replacements Phase I at Pecan Campus as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

I. Approval of Substantial and Final Completion of the District Wide Flooring Replacements Phase I at Mid Valley Campus

Approval of substantial and final completion of the District Wide Flooring Replacements Phase I at Mid Valley Campus was requested.

Project		Completion Recommended	Date Received
1.	District Wide Flooring Replacements Phase I at Mid Valley Campus Project No. 2022-032R Contractor: Diaz Floors & Interiors	Substantial Completion	April 5, 2022
		Final Completion Recommended	May 24, 2022

This project was part of the Deferred Maintenance plan developed by the Facilities Operations & Maintenance and Facilities Planning & Construction departments. The project has been reviewed by the Facilities Planning & Construction and Facilities Operations and Maintenance departments, the President’s Cabinet, and the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project was scheduled as a routine improvement to replace flooring in buildings district wide as necessary.

College staff visited the site and developed a construction punch list on May 18, 2022. A Certificate of Substantial Completion has been issued. Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It was recommended that substantial and final completion and release of final payment for this project with Diaz Floors & Interiors be approved. The original cost approved for this project was \$40,740.

District Wide Flooring Replacements Phase I at Mid Valley Campus Student Union Building F					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$500,000	\$40,740	\$0	\$40,740	\$38,703	\$2,037

The following table summarizes the current budget status:
 On May 27, 2022, Facilities Planning & Construction staff inspected the site to confirm that all punch list items were completed.

Enclosed Documents

A copy of the Substantial Completion Certificate, the Final Completion Letter, and photos were provided for the Board’s review and information.

The Facilities Committee recommended Board approval of substantial and final completion and release of final payment of \$2,037 to Diaz Floors & Interiors for the District Wide Flooring Replacements Phase I at Mid Valley Campus as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

m. Approval of Substantial Completion of the District Wide Automatic Door Openers Phase IV

Approval of substantial completion of the District Wide Automatic Door Openers Phase IV was requested.

Project		Completion Recommendation	Date Received
1.	District Wide Automatic Door Openers Phase IV Project No. 2020-019C Engineer: Ethos Engineering Contractor: R. E. Friedrichs Company	Substantial Completion Recommended	May 5, 2022

This project was initiated to provide various building entrances with accessibility upgrades. It was reviewed by the Facilities Planning & Construction and Facilities Operations & Maintenance departments, and Administration. This project was scheduled as a necessary improvement to install automatic door openers to improve access to building entrances district wide for users with disabilities, who may have difficulties opening doors, and for assisting safety precautions. This was the fourth and final phase of this project to upgrade all College facilities.

College staff visited the site and developed a construction punch list on May 5, 2022. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project by R. E. Friedrichs Company. The original cost approved for this project was \$53,000.

The following table summarizes the current budget status:

District Wide Automatic Door Openers Phase IV					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$60,000	\$53,000	\$0	\$53,000	\$0	\$53,000

Enclosed Documents

A copy of the Substantial Completion Certificate and photos were provided for the Board's review and information.

The Facilities Committee recommended Board approval of substantial completion of the District Wide Automatic Door Openers Phase IV as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

n. Approval of Final Completion of the Deferred Maintenance of District Wide Roofs at Nursing & Allied Health Campus

Approval of final completion of the Deferred Maintenance of District Wide Roofs at Nursing and Allied Health Campus was requested.

	Project	Completion Recommended	Date Received
1.	Deferred Maintenance of District Wide Roofs at Nursing and Allied Health Campus Project No. 2019-030R Architect: BEAM Professionals Contractor: American Roofing, USA	Final Completion Recommended	May 10, 2022

This renewals & replacements project was part of the district wide deferred maintenance plan, and was reviewed by the Facilities Planning & Construction department, Administration, the Facilities Committee, and the Board of Trustees. It was scheduled as a non-educational space improvement to perform deferred maintenance of the roofs at the Nursing and Allied Health Campus.

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It was recommended that final completion and release of final payment for this project with American Roofing, USA be approved. The original cost approved for this project was \$266,000.

The following table summarizes the current budget status:

Deferred Maintenance of District Wide Roofs at Dr. Ramiro R. Casso Nursing and Allied Health Campus					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$266,000.00	\$266,000.00	(\$21,520.00)	\$244,480	\$227,354.00	\$17,126

On May 9, 2022, BEAM Professionals verified that all punch list items were completed.

Enclosed Documents

A copy of the final completion letter and photos were provided for the Board's review and information.

The Facilities Committee recommended Board approval of final completion and release of final payment of \$17,126 to American Roofing, USA for the Deferred Maintenance of District Wide Roofs at Nursing and Allied Health Campus as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

o. Approval of Final Completion of the Deferred Maintenance of District Wide Roofs at Starr County Campus

Approval of final completion of the Deferred Maintenance of District Wide Roofs at Starr County Campus was requested.

	Project	Completion Recommended	Date Received
1.	District Wide Roofs at Starr County Campus Project No. 2019-030R Architect: BEAM Professionals Contractor: Sechrist-Hall Company	Final Completion Recommended	May 20, 2022

This renewals & replacements project was part of the district wide deferred maintenance plan, and was reviewed by the Facilities Planning & Construction department, Administration, the Facilities Committee, and the Board of Trustees. It was scheduled as a non-educational space improvement to perform deferred maintenance of the roofs at the Starr County Campus.

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It was recommended that final completion and release of final payment for this project with Sechrist-Hall Company be approved. The original cost approved for this project was \$862,055.

The following table summarizes the current budget status:

Deferred Maintenance of District Wide Roofs at Starr County Campus					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$770,000.00	\$862,055.00	\$0.00	\$862,055.00	\$775,837.59	\$86,217.41

On May 20, 2022, BEAM Professionals verified that all punch list items were completed.

Enclosed Documents

A copy of the final completion letter and photos were provided for the Board's review and information.

The Facilities Committee recommended Board approval of final completion and release of final payment of \$86,217.41 to Sechrist-Hall Company for the Deferred Maintenance of District Wide Roofs at Starr County Campus as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

p. Approval to Renew Lease Agreement with City of Edinburg for the Fire Department Training Facility

Approval of the renewal of the facility lease agreement with the City of Edinburg for use of the Edinburg Fire Department Training facility by South Texas College was requested.

Purpose

Authorization was requested to renew the current facility lease agreement for use by the fire science program.

Justification

The continuation of the lease of this facility was needed to continue to accommodate fire science programs being offered by South Texas College.

Background

At the June 25, 2019 Board meeting, the Board approved the initial facility lease agreement with the City of Edinburg for the period of September 1, 2019 to May 31, 2020 with the option to renew for three successive terms. The Board approved the second renewal at the April 27, 2021 Board meeting. Staff from the fire science program has expressed interest in continuing to lease this space. Staff recommends approval of the third renewal of the facility lease agreement for use starting September 1, 2022 to May 31, 2023.

Facility	Initial Term	Optional Renewal Periods	Lease Cost
City of Edinburg Fire Department Training Facility	9/1/19 – 5/31/20	9/1/20-5/31/21 9/1/21-5/31/22 9/1/22-5/31/23	Up to \$13,000 per academic semester plus materials used

Funding Source

Funds for these expenditures were budgeted in the Facilities Lease budget for FY 2021-2022.

The Facilities Committee recommended Board approval to renew the facility lease agreement with the City of Edinburg for use of the Edinburg Fire Department by South Texas College for the period of September 1, 2022 to May 31, 2023 as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

q. Approval of Lease Agreement with Pharr-San Juan-Alamo Independent School District for the Dr. Daniel King College & University Center and the College, Career & Technology Academy Building

Approval of the facility lease agreement with Pharr-San Juan-Alamo Independent School District (PSJA ISD) for use of space in the Dr. Daniel King College & University Center (DKCUC) and the College, Career & Technology Academy (CCTA) Building in Pharr by South Texas College was requested.

Purpose

Authorization was requested to enter a new facility lease agreement for the use of classroom facilities by South Texas College.

Justification

The initiation of the lease of this facility was needed to accommodate classes being offered by South Texas College.

Background

The College would utilize space in the DKCUC for general classrooms, student support office space, and instruction for Emergency Medical Technicians (EMTs), Welding, and the Culinary Arts. The CCTA would be used for Cosmetology classrooms, labs, and related facilities.

Staff recommended approval of the facility lease agreement for the term of August 12, 2022 to August 16, 2024. The lease payment would be \$4,000.00 per semester (Fall, Spring, and Summer) for up to 100 students enrolled in a given semester, and \$40 per student enrolled in excess of the 100-student threshold.

Facility	Term	Anticipated Lease Cost
PSJA ISD – DKCUC and CCTA	8/12/22 – 8/16/24	\$4,000.00 per semester \$40 per student over 100-student threshold

Funding Source

Funds for these expenditures were budgeted in the Facilities Lease budget for FY 2022-2023.

The Facilities Committee recommended Board approval of the proposed classroom lease agreement with PSJA ISD for use of the DKCUC and CCTA facilities by South Texas College for the period of August 12, 2022 to August 16, 2024 as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

r. Approval of Facilities Usage Agreement with Mission Economic Development Corporation for the Mission Center for Education and Economic Development Sound Studio

Approval to enter into a Facilities Usage Agreement with the Mission Economic Development Corporation (MEDC) for use of the Mission Center for Education and Economic Development (CEED) Sound Studio was requested.

Purpose

Authorization was requested to enter into a Facilities Usage Agreement with MEDC for the use of the Sound Studio suite at the Mission CEED building.

Justification

The CEED’s sound studio suite is equipped with high-quality and advanced audio recording and sound production technology. This suite would provide a workspace for South Texas College faculty to train College staff on the use of recording equipment; recording audio; other associated professional development activities; and for music students and instructors to record audition material, lesson assignments, and performances.

The proposed agreement would provide up to ten (10) hours per week of access to the studio, at a variable schedule as determined by the College and approved by administration at the CEED.

Term

The proposed agreement would be for the period of September 1, 2022 to August 31, 2023, with payments of \$500.00 per month at a total cost of \$6,000. The agreement allows for subsequent renewal terms, which would be presented for Board approval as appropriate.

Facility	Term	Anticipated Lease Cost
MEDC CEED Sound Studio	9/1/22 – 8/31/23	\$6,000.00 per year

Funding Source

Funds for this agreement were budgeted for inclusion in the Facilities Lease budget for FY 2022 - 2023.

The Facilities Committee recommended Board approval of the proposed Facilities Usage Agreement with the MEDC for use of the CEED Building Sound Studio Suite for the period from September 1, 2022 through August 31, 2023, at a cost of \$6,000.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

s. Approval of Unexpended Plant Fund – Construction Proposed Projects and Preliminary Budgets for Fiscal Year 2022 – 2023

Approval of the Unexpended Plant Fund – Construction Proposed Projects and Preliminary Budgets for FY 2022 – 2023 was requested.

Mary Elizondo and Ricardo de la Garza coordinated the development of the proposed Unexpended Plant Fund - Construction Projects budgeted for FY 2022 - 2023. The proposed projects listed are managed by the College's Facilities Planning & Construction Department staff.

The definitions below provide a brief description of the Construction Projects and funding source:

Unexpended Plant Fund

The College utilizes the Unexpended Plant Fund to budget and fund new construction and renovation projects termed Capital Improvements Projects (CIPs).

The College's construction fund projects are identified on an annual basis through a broad-based involvement of Administration, President's Administrative Staff, and the Coordinated Operations Council to determine facilities needs and priorities.

Capital Improvements Projects

The CIPs are projects requested and reviewed by College personnel for new renovation and construction. In the CIP process, the College's administrative staff, in conjunction with their respective department/division staff, identify facility improvement needs and justifications. The various needs are described on a CIP form which includes a project description and evaluation criteria. The evaluation criteria requires the requestor to provide written statements describing how the proposed improvement supports the College's Strategic Directions. This CIP process was developed in order to prioritize improvements, provide an equitable opportunity, and provide an integrated planning process supporting the College mission and related priorities.

The proposed preliminary project budgets include the following budget categories: Construction; Design; Furniture, Fixtures, & Equipment (FFE); Miscellaneous Items; and Technology Equipment. The Miscellaneous items include materials testing, surveys, cost of advertisement, cost of printing, and related fees required by the governing authorities.

Funding Source

Upon Board approval, the proposed projects would be included in the Unexpended Plant Fund - Construction Fund budget for use in FY 2022-2023.

Presenters

Mary Elizondo, Vice President of the Finance & Administrative Services Division, and Ricardo de la Garza, Director of Facilities Planning & Construction, attended the June 14, 2022 Facilities Committee meeting to address questions related to the proposed projects and budget.

Enclosed Documents

A report summarizing the proposed preliminary Unexpended Plant Funds Construction projects and budgets for FY 2022 - 2023 was provided for the Board's review and information.

The Facilities Committee recommended Board approval of the Unexpended Plant Fund – Construction proposed projects and preliminary budgets for FY 2022 - 2023.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

t. Approval of Renewals & Replacements Plant Fund Proposed Projects and Preliminary Budgets for Fiscal Year 2022 – 2023

Approval of the Renewals & Replacements Plant Fund Proposed Projects and Preliminary Budgets for FY 2022 - 2023 was requested.

Mary Elizondo and Ricardo de la Garza coordinated the development of the proposed Renewals & Replacements Projects budgeted for FY 2022 - 2023. The proposed projects listed were not related to the Capital Improvement Projects and were managed by the College's Facilities Planning & Construction Department staff.

Renewals and Replacements Fund

Personnel from the College's Facilities Operations and Maintenance Department and the Facilities Planning & Construction Department work together to identify deferred maintenance projects. These efforts result in a five-year plan which is updated on an annual basis and includes capital renewal and replacement construction projects needed at each campus. Using this five-year deferred maintenance plan, a Renewals and Replacements budget is prepared each year to address the deferred maintenance planned needs for the following fiscal year.

Enclosed Documents

A report summarizing the proposed Renewals and Replacements projects and budgets proposed for FY 2022 - 2023 was provided for the Board's review and information.

Funding Source

Upon Board approval, the proposed projects would be included in the Renewals and Replacements Plant Fund budget for use FY 2022 - 2023.

Presenters

Mary Elizondo, Vice President of the Finance & Administrative Services Division, and Ricardo de la Garza, Director of Facilities Planning & Construction, attended the June 14, 2022 Facilities Committee meeting to address questions related to the proposed projects and budget.

The Facilities Committee recommended Board approval of the Renewals & Replacements Plant Fund proposed projects and preliminary budgets for FY 2022 - 2023.

This item was approved by the Board as part of consent agenda action.

Review and Action as Necessary on Proposed Changes to the Scope of the Pecan Campus Library Building F Expansion and Renovation Project

Approval of the proposed changes to the scope of Pecan Campus Library Building F Expansion and Renovation project was requested.

Purpose

College staff proposed a revision of the scope of the project. Revisions were necessary due to reevaluated needs of the College and construction cost reduction.

Justification

Approval of the proposed changes to the scope were necessary for the architect to redesign the plans and specifications for the proposed revised scope.

Scheduling Priority

This project was requested by Library staff based on meeting future Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) requirements. This project was previously reviewed by Library and College staff, the Coordinated Operations Council, the President's Cabinet, the Facilities Committee, and the Board of Trustees. This project was scheduled as an educational space improvement to enhance Library and Learning Support Services, add additional space for students and staff, and make more efficient and effective use of space.

Background

On February 23, 2021, the Board of Trustees approved the schematic design of the project as designed by ERO Architects. On September 28, 2021, the Board approved an increase in the construction budget, proposed design changes from Administration and College staff, and additional design services with ERO Architects.

College staff and Administration had since reevaluated the needs for the facility. Dr. Jesus H. Campos, Dean of Library & Learning Support Services, and the Library staff prepared

a revised scope of work for the project while still addressing the needs of the SACSCOC requirements which has been discussed and provided to the architect.

The revised scope would require additional architectural services to design a new layout, which would not include an expansion to the building as previously planned. The spaces to be renovated and redesigned would be within the square footage of the existing facility, would not require demolition of the majority of the existing library, and instead be limited to a series of space modifications.

Below is the revised scope proposed by College staff and Administration:

- Existing Building Square Feet:
 - First Floor (Existing) 46,064 sf
 - Second Floor (Existing) 19,962 sf
 - Total Square Feet 66,026 sf

- **First Floor**
 - Collections
 - Makerspace
 - Extended Hours Open Computer Lab
 - Open Labs
 - Multipurpose Library Instruction/Meeting Room
 - Collaboration Areas
 - Study Rooms
 - Communication Studio
 - Help Desks
 - Staff Support Area
 - Support Spaces - Restrooms

- **Second Floor**
 - Study Rooms
 - Quiet Study Area
 - Testing Area
 - Staff Offices
 - Support Spaces - Restrooms

The architect developed a presentation outlining the reduced scope as requested by College staff. The layouts indicated the various spaces that are proposed to be remediated, renovated and/or remodeled.

Based on the currently approved schematic design, the architect's latest estimate of the probable construction cost is \$14,259,213. The revised scope, as proposed by Administration and College staff, would reduce the estimated construction cost significantly.

The proposed revised scope would result in savings from construction and soft costs of approximately \$8,400,000 and \$2,865,000 respectively, totaling \$11,265,000 in cost

reduction. The proposed construction budget for the revised scope would be reduced to \$4,000,000. The architect has also provided an option to include additional construction upgrades totaling \$7,526,000 which is described in the architect’s presentation. This option is for the Committee’s review and consideration.

The following table shows the original project budget, the revised project budget, a current probable construction cost provided by the architect, and the proposed project budget based on the revised scope as outlined by Library staff.

Pecan Campus Library Building F Renovation and Expansion				
	Original Total Project Budget FY19-20	Current Total Project Budget FY21-22	Total Project Budget Based on Architect’s Probable Cost of Construction May 2022	Proposed Total Project Budget – Based on Library Revised Scope
Construction	\$11,500,00	\$12,400,000	\$14,259,213	\$4,000,000
Design	1,150,000	1,240,000	1,425,921	400,000
Miscellaneous	345,000	345,000	427,776	150,000
FFE	920,000	1,095,000	1,283,329	450,000
Technology	1,035,000	1,335,000	1,283,329	450,000
Contingency	600,000	600,000	600,000	300,000
Total Project Budget	\$15,550,000	\$17,015,000	\$19,279,569	\$5,750,000
Cost Per Square Foot	\$160/sf	\$172/sf	\$198/sf	\$61/sf

Design Cost

Additional architectural services for the redesign of the renovation would be necessary. The architect’s fee percentage would be reduced, considering that the Library staff has already prepared the preliminary layout for the revised scope. Approval from the Board would be requested for the additional design services and fees.

Funding Source

Funds for the Pecan Campus Library Building F Renovation and Expansion Project 2016-018C were budgeted in the Unexpended Construction Plant Fund for use in FY 2021 - 2022.

Below are the funds allocated for FY 2021 - 2022.

Pecan Campus Library Building F Renovation and Expansion Fiscal Year 2021 - 2022 Budget	
Construction Budget	Amount
Construction	\$3,375,000
Design	323,000
Miscellaneous	80,000
Total FY 21 - 22 Budget	\$3,778,000

Additional funds would be budgeted for the remainder of the project in subsequent fiscal years.

Reviewers

The proposed scope changes were reviewed by Administration and College staff from the Library and Learning Support Services group and the Facilities Planning & Construction department.

Enclosed Documents

The packet included the revised scope of work for the Board's review and information.

Presenters

Representatives from ERO Architects attended the Facilities Committee meeting to present and respond to any questions. Mr. Eli Ochoa discussed the strategy used to reduce the scope of the project, while still addressing the learning resources needs identified by staff, based upon prior assessments.

Administration recommended that the reduced scope focus on the need to improve learning resources including study areas, collaborative areas, and other items to support the success of student learning, and consistent with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) accrediting standards.

The Facilities Committee reviewed this item, but did not make a recommendation for Board action.

On June 28, 2022, the Board of Trustees did not act on this item.

Review and Action as Necessary on Schematic Design on Schematic Design of the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office

Approval of schematic design prepared by The Warren Group Architects, Inc. for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office project was requested.

Purpose

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

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 was scheduled as a non-educational improvement to renovate areas of Building A for the College President's Office.

Justification

Once schematic design was approved, The Warren Group Architects, Inc. would proceed to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using College design standards as well as all applicable codes and ordinances. Construction documents would then be issued for solicitation of construction proposals. Once received, construction proposals would be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

Background

On April 26, 2022, the Board of Trustees approved contracting architectural services with The Warren Group Architects, Inc. for this project. The architect worked with College staff to develop a schematic design to meet the President’s current needs.

The renovation consisted 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 was summarized as follows:

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

The construction budget and the estimated construction cost for the project are shown in the following table:

Pecan Campus Ann Richards Administration Building A Renovation for the President’s Office Construction Budget and Estimated Construction Cost		
Construction Budget	Estimated Construction Cost	Variance
\$465,000.00	\$465,148.00	(\$148.00)

Funding Source

Funds for the Pecan Campus Ann Richards Administration Building A Renovation for the President’s Office Project 2022-040C were budgeted in the FY 2021-2022 Unexpended Construction Plant Fund. The total construction budget was \$465,000.00. The Warren Group Architects, Inc. estimated the construction costs to be \$465,148.00.

Reviewers

The proposed schematic design was reviewed by staff from the Facilities Planning & Construction department and Administration.

Estimated Project Timeline

The project design phase was projected to last until September 2022, with construction to commence in October 2022 and Substantial Completion in April 2023.

Enclosed Documents

The Warren Group Architects, Inc. developed a schematic presentation describing the proposed design. The packet included drawings of the floor plans, and fact sheet.

Presenters

Representatives from The Warren Group Architects, Inc. attended the Board meeting to present the schematic design of the project.

This item was not presented to the Facilities Committee, and was presented without a Committee recommendation.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College approved and authorized the proposed schematic design of the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office project as presented. The motion carried.

Review and Action as Necessary to Proceed with Solicitation of Construction Services for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office

Approval of authorization to proceed with the solicitation of construction services for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office project was requested.

Construction services were necessary to construct the standalone structures for solar panel installation training. If solicitation was approved, documents would be issued for solicitation of construction proposals. Once received, construction proposals would be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

Background

On April 26, 2022, the Board of Trustees approved contracting architectural services with The Warren Group Architects, Inc. for this project. The Warren Group Architects, Inc. estimates the cost of the proposed construction to be within the construction budget. The total project budget is \$660,000 which includes funds for construction, design, miscellaneous, furniture, fixtures, and equipment (FFE), and technology costs.

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

The Warren Group Architects, Inc. would begin working on the development of the construction plans and specifications. Upon completion of the documents, the College would begin the process of the solicitation for construction services.

This item was not presented to the Facilities Committee, and was presented without a Committee recommendation.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College approved and authorized proceeding with the solicitation of construction services for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office project as presented. The motion carried.

Update on Status of Unexpended Plant Fund Construction Projects and Renewals & Replacements Projects

The Facilities Planning and Construction staff provided a design and construction update. This update summarizes the status of each capital improvement and renewals & replacements project currently in progress, including a categorization based on priority. Mary Elizondo and Rick de la Garza were available to respond to questions and address concerns of the Board.

No action was taken.

Consideration and Approval of Checks and Financial Reports

Board action was requested to approve the checks for release and the financial reports for the month of May 2022. The approval is for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, provided a review of the Financial Report for the month of **May 2022**, and was available to respond to questions posed by the Board.

The checks and the financial reports submitted for approval were included in the Board packet under separate cover.

Upon a motion by Mr. Paul R. Rodriguez and a second by Dr. Alejo Salinas, Jr., the Board of Trustees of South Texas College approved and authorized the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of May 2022. The motion carried.

Announcements

A. Next Meetings:

- Tuesday, July 12, 2022
 - 3:30 p.m. – Education and Workforce Development Committee
 - 4:30 p.m. – Facilities Committee
 - 5:30 p.m. – Finance, Audit, and Human Resources Committee
- Tuesday, July 26, 2022
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The College will be closed on Monday, July 4, 2022, in observance of Independence Day.

Adjournment

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 7:00 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, June 28, 2022 Regular Board Meeting of the South Texas College Board of Trustees.

X _____

Mrs. Victoria Cantú

Board Secretary

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES WORK SESSION
Wednesday, July 13, 2022 @ 3:00 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Board Work Session of the South Texas College Board of Trustees was held on Wednesday, July 13, 2022 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:14 p.m. with Ms. Rose Benavidez presiding.

Members present: Ms. Rose Benavidez, Dr. Alejo Salinas, Jr., Mr. Paul R. Rodriguez, Mr. Rene Guajardo, and Mr. Danny Guzman

Members absent: Mrs. Victoria Cantú and Mrs. Dalinda Gonzalez-Alcantar

Also present: Dr. Ricardo J. Solis, Mr. Javier Villalobos, Mrs. Mary Elizondo, Dr. Anahid Petrosian, Mr. Matthew Hebbard, Dr. Rodney Rodriguez, Dr. Christopher Nelson, Mrs. Laura Requena, Ms. Alicia Correa, Ms. Nicole Perez, Ms. Lynda Lopez, Mrs. Gardenia Perez, Ms. Stephanie Hinojosa, Dr. Sylvia Flores, Dr. Aaron Wilson, Ms. Luz Cadena, and Mr. Andrew Fish.

Determination of a Quorum

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

**Review and Discussion of Preliminary Summary of Unrestricted
Projected Revenues and Expenditures for FY 2022 - 2023 with
Comparison to FY 2021 – 2022 Amended Budget**

The packet included the Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2022 - 2023 with Comparison to the FY 2021 - 2022 amended budget.

The Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2022 – 2023 with Comparison to the FY 2021 – 2022 amended budget (Exhibit #1) with the minimum annual salary starting at \$13.00 per hour is enclosed and has been updated to balance revenues and expenditures.

This is a preliminary plan for the next fiscal year that includes the following assumptions:

Revenues:

In total, revenues and carryover allocations will increase as follows:

Revenues and Carryover Allocations	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
State Appropriations	\$40,094,035	\$40,094,033	\$(2)
Other State Appropriations	9,004,877	45,000	(8,959,877)
Tuition-Net of TPEG	33,967,161	32,767,580	(1,199,581)
Fees	28,686,753	26,323,447	(2,363,306)
M&O Property Taxes	58,273,025	65,888,360	7,615,335
Other Revenues	6,437,408	7,907,408	1,470,000
HEERF Lost Revenue	7,738,146	4,082,685	(3,655,461)
Carryover Allocations	7,032,943	8,988,681	1,955,738
Total Revenues and Carryover Allocations	\$191,234,348	\$186,097,194	\$(5,137,154)

- State appropriations are expected to decrease \$8,959,879 in FY 2022 - 2023. The projected decrease is mainly due to the removal of the other state appropriation revenues consisting of Optional Retirement Plan (ORP), Teacher Retirement System (TRS), and the Higher Education Employees Group Insurance (HEGI). **The state appropriations for the ORP, TRS, and HEGI allocations will be recorded in the College's Restricted Fund instead of the Unrestricted Fund to comply with the annual financial report requirements.** The state contact hour appropriation revenue is based on the state allocation schedules and other state revenues are based on projected funding for eligible employees.

State Appropriations	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
State Appropriations	\$40,094,035	\$40,094,033	\$(2)
Other State Appropriation-ORP	532,963	-	(532,963)
Other State Appropriation-TRS	2,191,868	-	(2,191,868)
Other State Appropriation-HEGI	6,235,046	-	(6,235,046)
Hazlewood Reimbursement	45,000	45,000	-
Total State Appropriation	\$49,098,912	\$40,139,033	\$(8,959,879)

- Tuition for FY 2022 - 2023 is based on projected enrollment of 17,500 traditional students, a 12.4% decrease from Fall 2021, and 11,100 dual enrollment tuition free students for Fall 2022. In total, tuition revenue is projected to decrease \$1,199,581 in FY 2022 – 2023 due mainly to a decrease in the projected traditional student enrollment.

Tuition	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Academic & Differential Tuition-Net TPEG	\$30,976,503	\$29,609,682	\$(1,366,821)
Continuing Ed/ITED-Net TPEG	2,990,658	3,157,898	167,240
Total Tuition	\$33,967,161	\$32,767,580	\$(1,199,581)

- Fees for FY 2022 - 2023 are based on projected enrollment of 17,500 traditional students, a 12.4% decrease from Fall 2021, and 11,100 dual enrollment tuition free students for Fall 2022. The projections indicate a decrease in fees revenue of \$2,363,306 in FY 2022 – 2023 mainly due to a decrease in the projected traditional student enrollment.

Fees	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Total Fees	\$28,686,753	\$26,323,447	\$(2,363,306)

- M&O Property Tax revenue for FY 2022 - 2023 is expected to increase \$7,615,335, due to an anticipated increase in tax collections, property values, and based on FY 2021 – 2022 actual revenues.

M&O Property Taxes	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Total M&O Property Taxes	\$58,273,025	\$65,888,360	\$7,615,335

- Other revenue is expected to increase \$1,470,000, due to increase in interest revenue and administrative costs for ITED.

Other Revenues	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Dual Credit Cost Reimbursement	\$5,000,000	\$5,000,000	\$-
Dual Credit Academy Participation Fee	350,000	350,000	-
Interest	600,000	2,000,000	1,400,000
Administrative Costs and Shuttle System Contribution	421,716	491,716	70,000
Testing Commissions	950	950	-
Conferences-Continuing, Professional, and Workforce Education	64,742	64,742	-
Total Other Revenues	\$6,437,408	\$7,907,408	\$1,470,000

- The HEERF Lost Revenue is projected to decrease \$3,655,461 in FY 2022 – 2023. The decrease is due to the decrease in the Higher Education Emergency Relief Fund (HEERF) Lost Revenue. The HEERF Lost Revenue represents the revenues expected by the College but were reduced or eliminated as a result of the COVID-19 pandemic. The HEERF Lost Revenue is funded from the HEERF III Institutional Portion allocated to the College.

HEERF Lost Revenue	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Total HEERF Lost Revenue	\$ 7,738,146	\$4,082,685	\$(3,655,461)

- Carryover Allocations are projected to increase \$1,955,738 in FY 2022 - 2023. The increase resulted from the decrease of \$845,336 in the Unexpended Construction Plant Transfer allocation, the removal of \$231,448 for the One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment allocation, and the removal of \$1,346 for the Retention Incentive Payment allocation being partially offset by the addition of the Welding Equipment allocation of \$2,100,058 and the Capital Purchases allocation of \$933,810.

Carryover Allocations	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Unexpended Construction Plant Transfer	\$4,345,336	\$3,500,000	\$(845,336)
Continuing, Professional, and Workforce Education	450,000	450,000	-
Contingency Fund	2,000,000	2,000,000	-
Developmental Studies Book Royalties	4,813	4,813	-
Capital Purchases	-	933,810	933,810
One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment	231,448	-	(231,448)
Retention Incentive Payment	1,346	-	(1,346)
Welding Equipment	-	2,100,058	2,100,058
Total Carryover Allocations	\$7,032,943	\$8,988,681	\$1,955,738

Expenditures, Transfers and Reserves:

In total, expenditures, transfers and reserves will increase as follows:

Expenditures, Transfers & Reserves	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Salaries	\$99,382,688	\$105,466,495	\$6,083,807
Benefits	30,950,663	24,414,063	(6,536,600)
Operating	37,644,217	41,257,418	3,613,201
Travel	2,229,954	2,342,665	112,711
Capital Outlay	1,524,058	3,033,868	1,509,810
Total Expenditures	171,731,580	176,514,509	4,782,929
Transfers & Reserves			
Transfer to Unexpended Plant Fund	3,500,000	3,500,000	-
Transfer to CE Unexpended Plant Fund	845,336	-	(845,336)
Transfer to Office of ITED	865,581	-	(865,581)
Contingency Fund	2,000,000	2,000,000	-
Fund Balance Reserve	4,553,705	-	(4,553,705)
HEERF Fund Balance Reserve	7,738,146	4,082,685	(3,655,461)
Total Transfers & Reserves	19,502,768	9,582,685	(9,920,083)
Total Expenditures, Transfers & Reserves	\$191,234,348	\$186,097,194	\$(5,137,154)

- The Salary expenditures budget for FY 2022 - 2023 is proposed to increase by \$6,083,807. The increase is due to the removal of the COVID-19 Training and Retention Incentive Payments in the amount of \$401,250 and the decrease due to vacancies and new hires in the amount of \$288,318 being offset by the increase in funding for the restoration of Nursing and Allied Health faculty positions in the amount of \$274,995, the increase in funding for position salary adjustments implemented in FY 2021 – 2022 in the amount of \$248,637, the addition of salaries due to the ITED restructure from the Restricted Fund to the Unrestricted Fund in the amount of \$558,973, the increase in funding for the Dual Credit and Adjunct pool pay increase in the amount of \$300,000, the increase in funding for the compensation study adjustments in the amount of \$4,099,828, the increase in funding for adjusting the minimum hourly rate to \$13.00 in the amount of \$729,150, and divisional adjustments and new positions in the amount of \$561,792.

	Changes to FY 2022 - 2023 Salary Budget	Amount
1.	Proposed Removal of COVID-19 Training and Retention Incentive Payments	\$(401,250)
2.	Changes in Salaries due to Vacancies and New Hires	(288,318)
3.	NAH Faculty Position Restoration	274,995
4.	Position Salary Adjustments	248,637
5.	ITED Restructure	558,973
6.	Dual Credit and Adjunct Pool Pay Increase	300,000
7.	Compensation Study Adjustments (3% GPI)	4,099,828
8.	Compensation Study Minimum Salary Increase (\$13.00)	729,150
9.	Divisional Adjustments and New Positions	561,792
	Total	\$6,083,807

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

- The Benefits expenditures budget for FY 2022 - 2023 is proposed to decrease by \$6,536,600 primarily due to the additional funding for the restoration of Nursing and Allied Health faculty positions, funding for position salary adjustments, the addition of salaries due to the ITED restructure from the Restricted Fund to the Unrestricted Fund, funding for the Dual Credit and Adjunct pool pay increase, funding for compensation study adjustments, funding for adjusting the minimum hourly rate to \$13.00, and funding for divisional adjustments and new positions being offset by the removal of the COVID-19 Training and Retention Incentive Payments, the decrease due to vacancies and new hires, and the removal of on-behalf retirement and insurance expenditures that will be recorded in the College's Restricted Fund.

- The Operating expenditures budget for FY 2022 - 2023 is proposed to increase by \$3,613,201 based on the needs of the College's departments.
- The Travel expenditures budget for FY 2022 - 2023 is proposed to increase by \$112,711. Approximately 25 percent of the travel budget represents local mileage reimbursement for faculty.
- The Capital Outlay expenditures budget for FY 2022 - 2023 is proposed to increase by \$1,509,810 based on the needs of the College's departments.
- The Transfers and Reserves budget for FY 2022 - 2023 is proposed to decrease by \$9,920,083. The decrease is due to the removal of the Transfer to the Continuing Education Unexpended Plant Fund of \$845,336, the removal of the Transfer to the Office of ITED in the amount of \$865,581, the removal of the Fund Balance Reserve in the amount of \$4,553,705, and the decrease in the HEERF Fund Balance Reserve of \$3,655,461.

The Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2022 - 2023 with Comparison to the FY 2021 – 2022 amended budget was provided in the packet for the Committee's review and information. In order to balance the unrestricted fund budget, the College would continue to monitor trends, update projections and adjust revenues and expenditures as needed.

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

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, presented the Preliminary Summary of Unrestricted Projected Budget for FY 2022 – 2023 and responded to questions.

No action was required. This item was presented to the Board of Trustees for discussion and feedback.

Discussion and Recommendation 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 would be requested at the July 13, 2022 Special Board Meeting.

Mary Elizondo, Vice President for Finance and Administrative Services, presented 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 <ul style="list-style-type: none"> ⇒ 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 <ul style="list-style-type: none"> ⇒ 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 <ul style="list-style-type: none"> ⇒ 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 <ul style="list-style-type: none"> ⇒ 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 <ul style="list-style-type: none"> • 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 recommended 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.

The information was presented during the July 13, 2022 Board Work Session to allow a thorough discussion of the compensation study and recommendations as presented.

No action was taken.

Discussion and Recommendation 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 would 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 follow in the packet.

Dr. Ricardo Solis, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the Board Work Session.

Mr. Danny Guzman noted that eighteen employees had received position and salary adjustments during FY 2021 – 2022 upon the approval and asked whether these same individuals should also receive the proposed 3% General Pay Increase (GPI) recommended as part of the TASB Compensation Study.

Mr. Paul R. Rodriguez sought additional clarification from administration and from the TASB Consultant regarding the question raised by Mr. Guzman.

Administration noted that the adjustments were made under the current fiscal year, and for increased scope of duties. Ultimately, the Board had discretion on how to proceed with the recommendations at their July 13, 2022 Special Board Meeting.

No action was required. This item was presented to the Board of Trustees for discussion and feedback.

Announcements

A. Next Meetings:

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

Adjournment

There being no further business to discuss, the Board Work Session of the South Texas College Board of Trustees adjourned at 4:38 p.m.

I certify the foregoing are the true and correct minutes of the Wednesday, July 13, 2022 Board Work Session of the South Texas College Board of Trustees.

X_____

Mrs. Victoria Cantú

Board Secretary

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES SPECIAL MEETING
Wednesday, July 13, 2022 @ 5:00 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Special Board Meeting of the South Texas College Board of Trustees was held on Wednesday, July 13, 2022 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:02 p.m. with Ms. Rose Benavidez presiding.

Members present: Ms. Rose Benavidez, Dr. Alejo Salinas, Jr., Mr. Paul R. Rodriguez, Mrs. Mr. Rene Guajardo, and Mr. Danny Guzman attended in person, and Mrs. Dalinda Gonzalez-Alcantar attended via teleconference.

Members absent: Mrs. Victoria Cantú

Also present: Dr. Ricardo J. Solis, Mr. Javier Villalobos, Mrs. Mary Elizondo, Dr. Anahid Petrosian, Mr. Matthew Hebbard, Dr. Rodney Rodriguez, Ms. Alicia Correa, Mr. Rick De La Garza, Mr. George McCaleb, Mr. Robert Cuellar, Mr. Martin Villarreal, Mr. Oscar Sandoval, Ms. Nicole Perez, Mrs. Lynda Lopez, Dr. Sylvia Flores, Dr. Aaron Wilson, Ms. Gardenia Perez, and Mr. Andrew T. Fish.

Determination of a Quorum

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

Public Comments

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

**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 were requested.

Mary Elizondo, Vice President for Finance and Administrative Services, presented 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
<p>Implement pay structure adjustments to align with market</p> <ul style="list-style-type: none"> • Strong starting salaries <ul style="list-style-type: none"> ⇒ 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
<p>Adopt a general pay increase (GPI) to maintain market position</p> <ul style="list-style-type: none"> • Model 1: 2% for all staff <ul style="list-style-type: none"> ⇒ 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 <ul style="list-style-type: none"> ⇒ 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 <ul style="list-style-type: none"> ⇒ 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. That Board Work Session was scheduled and held on Wednesday, July 13, 2022 at 3:00 p.m.

Administration recommended 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.

Upon a motion by Mr. Rene Guajardo and a second by Dr. Alejo Salinas, Jr., the Board of Trustees of South Texas College approved and authorized Model C-6, which included a 3.0% general pay increase and adjusted 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. The motion carried.

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 were requested.

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 reviewed the proposed staffing plan revisions requests for FY 2022 – 2023 with staff, which included 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 were 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 were 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 was proposed for FY 2022 – 2023 to support student enrollment. A proposed net increase in the amount of \$274,995 was requested.

C. Funding Increases to Dual Credit and Adjunct Instructor Pool

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

D. New Critical Non-Faculty Positions

Eleven (11) critical new non-faculty positions were proposed for FY 2022– 2023 to support college operations. A proposed net increase in salary budget in the amount of \$369,158 was 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 were proposed, resulting in the title, classification, pay grade change, and/or possible salary adjustments. Funding for

the adjustments totaling \$63,190 was 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 were proposed to be unfrozen. These positions were 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 were 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) would be transitioning from restricted to unrestricted for FY 2022-2023. The total impact to the FY 2022 – 2023 budget was \$558,973.

I. Salary Reserve Pool

No Salary Reserve Pool was requested for FY 22-23.

J. Title Changes of Non-Faculty Positions

A total of eleven (11) positions were proposed to change titles to align with department restructuring. Adjustments for the new title change would be set with the recommended amount from TASB and as 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 were proposed to be reduced to fund the reclassifications of other positions and to fund other pools and would 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, were present at the Special Board Meeting.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Rene Guajardo, the Board of Trustees of South Texas College approved and authorized the Staffing Plan Revisions requests for FY 2022 – 2023 as presented. The motion carried.

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 was requested.

Purpose

The Board was 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 would 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 was 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 was subject to a completion deadline of June 30, 2023 for eligible projects.

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

College staff also recommended 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 was 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 reflected the combined estimated budgets for the replacements at each campus.

College staff and Administration recognized 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 would present a recommendation to the Facilities Committee on how to proceed with replacement of air handlers at a later date.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Rene Guajardo, the Board of Trustees of South Texas College approved and authorized 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. The motion carried.

Announcements

A. Next Meetings:

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

Adjournment

There being no further business to discuss, the Special Meeting of the South Texas College Board of Trustees adjourned at 5:14 p.m.

I certify the foregoing are the true and correct minutes of the Wednesday, July 13, 2022 Special Board Meeting of the South Texas College Board of Trustees.

X _____

Mrs. Victoria Cantú

Board Secretary

Approval and Authorization to Accept Grant Awards and Agreements

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

1. Texas Higher Education Coordinating Board, Accelerating Student Success Planning Grant, in the amount of \$50,000.00

Funding from this grant will help to expand existing re-engagement initiatives by developing and institutionalizing a comprehensive re-engagement support plan for students that have some college hours but no credentials. This grant will help provide enrollment staff with professional growth opportunities to increase knowledge for developing a comprehensive re-engagement plan, and it will expand existing institutional resources through the acquisition of emerging technologies that are intentionally designed to re-engage students. The grant period for this grant is from September 30, 2022, to October 15, 2023.

This award aligns with Strategic Goal 4: Foster Student Success, by providing students with accessible pathways and effective support structures that promote persistence, educational attainment, academic achievement, and personal and professional growth.

2. Texas Workforce Commission, Apprenticeship Texas Expansion Grant in the amount of \$593,934.00

Funding from this grant will help accelerate the expansion of apprenticeship programs for new and existing employers in key industry clusters and increase the marketability of the Apprenticeship Expansion program. This expansion includes adding 297 new Apprentices, creating 7 new Registered Apprenticeships, expanding upon 6 Registered Apprenticeships, and creating 2 new Pre-Apprenticeships. This program will support the following state-prescribed targeted industries, including Advanced Manufacturing, Information and Computer Technology, Business Management and Operation, Construction, Healthcare and Information, and Computer Technology. The grant period is from July 18, 2022 to January 17, 2024.

This award aligns with Strategic Direction #3: Creating Educational Opportunities for Students, by offering credentialing opportunities that align with emerging workforce needs.

3. Department of Labor, Wagner-Pyser 7 (b), Texas Talent Grant Program in the amount of \$254,167.00

Funding from this grant will help to increase knowledge of safety, maintenance, robotics, and automation for 72 students that are enrolled in the Maintenance Repair program. Completion of this program will result in Manufacturing Skill Standards

Council (MSSC) Certifications that include Certified Production Technician (CPT) in Safety, Certified Production Technician (CPT) in Maintenance, Factory Automation Numerical Control (FANUC)/National Occupational Competency Testing Institute (NOCTI) Level I Robot Operator and FESTO, National Coalition of Certification Centers (NC3) Programmable Logic Controller Certification programs. The period of this grant is from September 1, 2022 to August 2023.

This grant aligns with Strategic Direction 3, Creating Educational Opportunities for Students, by aligning programs with high-demand, high-value workforce and education training programs.

4. Bank of America, South Texas College Progresando Grant in the amount of \$250,000.00

Funding from this program will help increase Hispanic-Latino representation in careers in health care and will also support enrollment efforts to expand the college's institution's capacity to meet workforce demands. The South Texas College Foundation will receive \$50,000 from this grant to help students enroll in healthcare programs by covering license and test fees. The remaining \$200,000 will be used by the Department of Continuing, Professional, and Workforce Education to hire a Healthcare Instructor and two Student Success Specialists to support students in GED/non-credit Healthcare Pathway Programs. Funds will also be used for curriculum development and to develop a non-credit to credit the Healthcare Pathway program. The period for this grant is from August 1, 2022 to August 31, 2024.

This award aligns with Strategic Direction #3, Creating Educational Opportunities for Students, by aligning programs with emerging technologies and changing needs in the job market.

5. The Texas Higher Education Coordinating Board, Perkins Basic Grant Program funds in the amount of \$2,096,120.00

This award focuses on improving the academic and technical achievement of Career and Technical Education (CTE) students, strengthening the connections between secondary, and postsecondary education, employer engagement, and improving accountability. Funds will be used for instructional equipment, instructional supplements, professional development, CTE personnel, datahub software, and other program activities in the Divisions of Academic Affairs, Student Affairs and Enrollment Management, Information Services, Planning, Performance, and Strategic Initiatives, and in Institutional Advancement and Economic Development. This formula-based allocation supports the Perkins V Act Postsecondary Level Core Indicators: Postsecondary Placement, Earned Recognized Postsecondary Credential, and Non-traditional Program Concentration, based on strategies aligned to the College's Comprehensive Local Needs Assessment. The award period is from September 1, 2022 to August 31, 2023.

This grant aligns with Strategic Directions #1, Clear Pathways, and Strategic Direction #2, Access and Success, by increasing community awareness and access to career and technical education programs that align with the Strengthening Career and Technical Education for the 21st Century Act.

6. Department of Commerce, Economic Development Administration (EDA), American Rescue Plan Economic Adjustment Assistance Program grant in the amount of \$1,500,000.00

The Economic Development Administration's investment will fund outside work that will be on the property adjacent to a new South Texas College Continuing Education building to be constructed with institutional funds in the City of McAllen. This grant aligns to the 2019-2024 Lower Rio Grande Valley Regional Strategic Plan by supporting workforce development programs to successfully prepare a well-educated, highly-skilled professional and technical workforce to meet the demands of regional industry growth. The federal EDA investment amounts to 80% of the total project costs. South Texas College's match contribution in the amount of \$375,000 meets the federal match requirement of 20% of the project, which totals to \$1,875,000. The match funds will be funded by South Texas College's Department of Continuing Professional and Workforce Education reserve fund. Funds will cover the costs of site work, parking lot and drive, and landscaping for this project. South Texas College's Department of Facilities Planning and Construction will oversee this project. The grant period for this project is from the date of execution of the federal grant award agreement for 60 months from the date of award.

This award aligns with Strategic Goal 3, Create Educational Opportunities for Students, by providing accessible and inclusive educational opportunities that enable a seamless transfer to advanced degrees or align with emerging workforce needs.

7. Higher Education Emergency Relief Fund (HEERF) III Supplemental Support under American Rescue Plan (SSARP) Program award in the amount of \$6,803,772.00

The SSARP program supports public and private nonprofit IHEs that the Secretary of Education determines have, after allocating other funds available under HEERF III, the greatest unmet needs related to the coronavirus. South Texas College's award falls under the grant's Absolute Priority #4, which is for community colleges and rural institutions of higher education serving a high percentage of low-income students and experiencing enrollment decline. Under Absolute Priority #4, the institution must use at least 50 percent of funds (or \$3,401,886) awarded for Emergency Financial Aid Grants to Students, which may be used for any component of the student's cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, healthcare (including mental health care), or child care.

Emergency Financial Aid Grants must be distributed consistent with section 314C of CRRSAA (Coronavirus Response and Relief Supplemental Appropriations Act, 2021). The College may also use a portion of funds for institutional costs to defray expenses associated with coronavirus (including lost revenue, reimbursement for expenses

already incurred, technology costs associated with a transition to distance education, faculty and staff trainings, and payroll). The funding period for this grant is from July 14, 2022 to July 13, 2023.

This award aligns with Strategic Goal 4, Foster Student Success, by providing students with access and support that promotes persistence, educational attainment, and personal growth.

8. Texas Workforce Commission, Skills for Small Business Fund, additional funds in the amount of \$208,000.00

This award will provide training for employees of small businesses with less than 100 employees. Funds will be used to cover tuition and fees for course offerings provided by South Texas College's Department of Continuing, Professional and Workforce Education and the Institute for Advanced Manufacturing in an amount up to \$1,800 in a 12-month period for a new employee and up to \$900 for an existing employee. Courses in accounting, computers, strategic management, safety, medical front office skills, and customer service will be offered. In addition, \$40,000 of the funds have been set aside to provide training for employees of childcare centers. The funding period is from February 1, 2022 to January 31, 2023.

This grant aligns to Strategic Direction #1, Lead Community Engagement, by aligning educational opportunities with community and workforce needs through training that will help employees increase their economic and social mobility.

9. Any Additional Grants Pending Official Award

Summary of Grant Award Funding

The presented grants will provide up to \$11,755,993.00 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 awards, including the use of related funds and execution of related agreements as necessary for by each grant, contingent upon official award as appropriate:

1. Texas Higher Education Coordinating Board, Accelerating Credentials Planning Grant, in the amount of \$50,000.00
2. Texas Workforce Commission, Apprenticeship Texas Expansion Grant in the amount of \$593,933.76
3. Department of Labor, Wagner-Pyser 7 (b), Texas Talent Grant Program in the amount of \$254,167.00

4. Bank of America, South Texas College Progresando Grant in the amount of \$250,000.00
5. The Texas Higher Education Coordinating Board, Perkins Basic Grant Program funds in the amount of \$2,096,120.00
6. Department of Commerce, Economic Development Administration (EDA), American Rescue Plan Economic Adjustment Assistance Program grant in the amount of \$1,500,000.00
7. Higher Education Emergency Relief Fund (HEERF) III Supplemental Support under American Rescue Plan (SSARP) Program award in the amount of \$6,803,772.00
8. Texas Workforce Commission, Skills for Small Business Fund, additional funds in the amount of \$208,000.00

Approval Recommended:

Dr. Ricardo J. Solis
President

Approval and Adoption of Proposed FY 2022 – 2023 Board and Board Committee Meeting Schedule

The Board of Trustees for South Texas College is asked to approve and adopt the following schedule of Board and Board Committee meetings for the period from September 2022 through September 2023.

The proposed meeting schedule for the Board of Trustees is as follows:

<u>Month</u>	<u>Committee Meeting Date</u>	<u>Board Meeting Date</u>
September 2022	September 13, 2022	September 27, 2022
October 2022	October 11, 2022	October 18, 2022
November 2022	November 8, 2022	November 22, 2022
December 2022	December 6, 2022	December 13, 2022
January 2023	January 17, 2023	January 31, 2023
February 2023	February 14, 2023	February 28, 2023
March 2023	March 7, 2023	March 28, 2023
April 2023	April 11, 2023	April 25, 2023
May 2023	May 9, 2023	May 23, 2023
June 2023	June 13, 2023	June 27, 2023
July 2023	July 11, 2023	July 25, 2023
August 2023	August 8, 2023	August 22, 2023
September 2023	September 12, 2023	September 26, 2023

A full calendar view of the proposed Committee and Board meeting schedule follows in the packet for the Board's information.

There may be some variation during the scheduled period, to accommodate agenda items for scheduled meetings as necessary. This schedule was reviewed by during the July 12, 2022 Committee meetings, and all three committees recommended 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 adopts the Board and Board Committee meeting schedule for FY 2022 - 2023 as presented.

Approval Recommended:

Dr. Ricardo J. Solis



Board Meeting Committee Meeting Calendar

FY 2022 - 2023

September 2022						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
S	M	T	W	TH	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2023						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- Regular Board Meeting
- Graduation Ceremonies
- Holiday/Professional Dev. Day, College Closed

- Committee Meetings -
 - Education & Workforce Development
 - Facilities
 - Finance, Audit, & Human Resources

- * Education & Workforce Development Committee: 2nd Tuesday of the month, 3:00 p.m.
- * Facilities Committee: 2nd Tuesday of the month, 4:00 p.m.
- * Finance, Audit, & Human Resources Committee: 2nd Tuesday of the month, 5:00 p.m.
- * Board Meetings: 4th Tuesday of the month, 5:30 p.m.

President

**Review and Action as Necessary on Quarterly Investment Report for
Quarter Ending May 31, 2022**

A report on the College's Quarterly Investment Report for the Quarter May 31, 2022, is being presented. The Board is asked to approve the Investment Report as presented.

Purpose – Ms. Susan Anderson from Valley View Consulting, L.L.C. will present on the status of the College's Quarterly Investment Report for the Quarter Ended May 31, 2022 and provide a further update at the meeting. Ms. Anderson will present an overview of the investments, the annual interest earnings, the quarterly interest earnings, and the economic overview.

Justification – The report being presented will provide a brief review and update of the College's Quarterly Investment Report for the Quarter Ended May 31, 2022 to the College's Board of Trustees.

Background – The Texas Public Funds Information Act (PFIA) and the College's Policy #5120: *Investment Policy and Investment Strategy Statement*, requires an Investment Report to be prepared and submitted to the Board of Trustees and the President on a quarterly basis.

Reviewers - The Vice President for Finance and Administrative Services, Business Office staff, and Valley View Consulting, L.L.C. (Investment Advisor) have reviewed the information being presented.

Enclosed Documents – A copy of the Quarterly Investment Report for the Quarter Ended May 31, 2022 follows in the packet for the Board's information and review.

Dr. Ricardo J. Solis, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the Board Meeting to address any 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 Quarterly Investment Report for the Quarter Ended May 31, 2022, as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**



QUARTERLY INVESTMENT REPORT

For the Quarter Ended

May 31, 2022

Prepared by

Valley View Consulting, L.L.C.

The investment portfolio of the South Texas College is in compliance with the Public Funds Investment Act and the South Texas College Investment Policy.

_____	_____
Maria G. Elizondo, Vice President for Finance & Administrative Services	Date
_____	_____
Myriam Lopez, Comptroller	Date
_____	_____
Paul R. Rodriguez, Board of Trustees, Designated Investment Officer	Date

Disclaimer: These reports were compiled using information provided by the South Texas College. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment adviser fees.

Summary

Quarter End Results by Investment Category:

Asset Type	February 28, 2022		May 31, 2022		
	Book Value	Market Value	Book Value	Market Value	Ave. Yield
DDA/MMA/NOW	\$ 153,961,284.44	\$ 153,961,284.44	\$ 123,661,146.67	\$ 123,661,146.67	0.24%
Pools	1,621,130.31	1,621,130.31	1,622,605.09	1,622,605.09	0.62%
CD/Security	226,446,365.81	226,446,365.81	249,522,614.32	249,269,340.05	0.71%
Totals	\$ 382,028,780.56	\$ 382,028,780.56	\$ 374,806,366.08	\$ 374,553,091.81	0.57%

Current Quarter Portfolio Performance (1)

Average Quarterly Yield	0.57%
Rolling Three Month Treasury	0.71%
Rolling Six Month Treasury	0.76%
TexPool	0.62%

Year-to-Date Portfolio Performance (2)

Average Quarter End Yield	0.34%
Rolling Three Month Treasury	0.31%
Rolling Six Month Treasury	0.34%
TexPool	0.24%

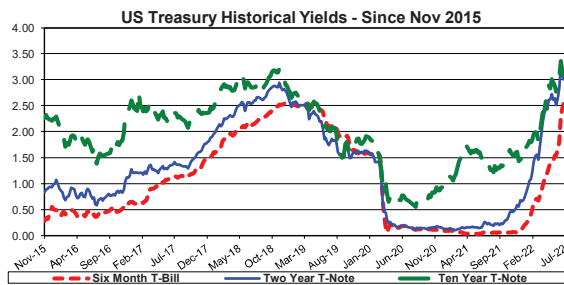
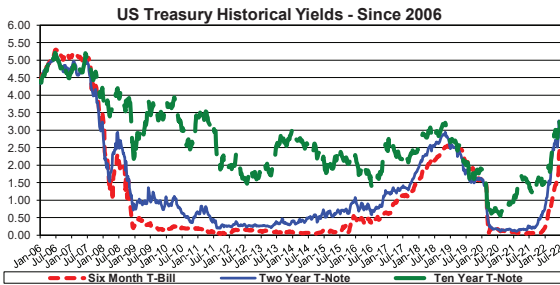
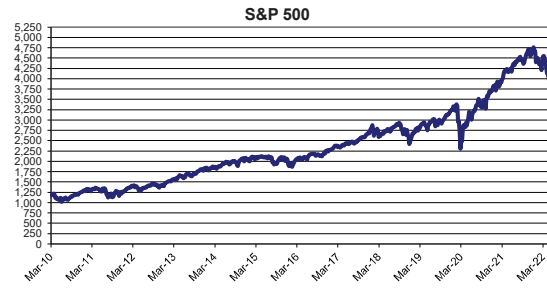
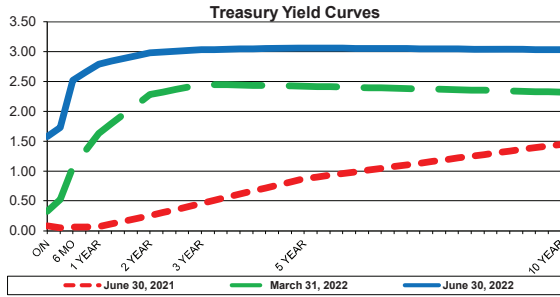
INTEREST EARNINGS

	<u>PRIOR YEAR</u>	<u>CURRENT YEAR</u>
Quarterly Interest Earned	\$495,529.49 (Unaudited)	\$438,447.69 (Unaudited)
Accrued Interest-End of Quarter	\$48,588.05 (Unaudited)	\$314,241.75 (Unaudited)
Fiscal YTD Interest Earned	\$1,780,771.80 (Unaudited)	\$886,773.98 (Unaudited)

(1) **Current Quarter Portfolio Performance** - yields based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances. □

(2) **Fiscal Year-to-Date Performance** - yields calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

The Federal Open Market Committee (FOMC) raised the Fed Funds target range 0.75% to 1.50% - 1.75% June 15th (Effective Fed Funds are trading +/-1.60%). The FOMC begin actively reducing their balance sheet June 1. An additional 0.75% increase is anticipated July 27. First Quarter GDP (final) was -1.6%. June Non-Farm Payroll added 372k net new jobs while the Three Month Average NFP declined to 375k. Crude oil settled in at +/\$105 per barrel. The Stock Markets continued sliding lower, but may be stabilizing. More domestic and international economic indicators softened, including housing data. A recession in the next 12 to 18 months is being openly discussed. Inflation remained well over the FOMC 2% target (Core PCE +/-4.7% and CPI exceeding 8%).



Valley View Consulting, L.L.C.

Investment Holdings
May 31, 2022

Description	Rating	Coupon/Discount	Maturity Date	Settlement Date	Original Face\ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
Prosperity Bank MMA		0.15%	06/01/22	05/31/22	\$ 30,032,337.39	\$ 30,032,337.39	1.00	\$ 30,032,337.39	1	0.15%
PNC Bank MMA - Operating		0.01%	06/01/22	05/31/22	31,707,464.69	31,707,464.69	1.00	31,707,464.69	1	0.01%
PNC Bank MMA - Payroll		0.01%	06/01/22	05/31/22	177,278.83	177,278.83	1.00	177,278.83	1	0.01%
PNC Bank MMA - Student		0.01%	06/01/22	05/31/22	688,362.45	688,362.45	1.00	688,362.45	1	0.01%
PNC Bank - Federal Draw Down		0.01%	06/01/22	05/31/22	12,007,401.17	12,007,401.17	1.00	12,007,401.17	1	0.01%
PNC Bank MMA - I&S Bond 96,02,03,04,07,10,14,15		0.01%	06/01/22	05/31/22	8,074,302.08	8,074,302.08	1.00	8,074,302.08	1	0.01%
PNC Bank - Construction E&G Transfer		0.01%	06/01/22	05/31/22	5,692,227.97	5,692,227.97	1.00	5,692,227.97	1	0.01%
Veritex Bank MMA		0.64%	06/01/22	05/31/22	3,667,659.83	3,667,659.83	1.00	3,667,659.83	1	0.64%
NexBank MMA		0.83%	06/01/22	05/31/22	31,614,112.26	31,614,112.26	1.00	31,614,112.26	1	0.83%
TexPool LGIP	AAAm	0.62%	06/01/22	05/31/22	1,622,605.09	1,622,605.09	1.00	1,622,605.09	1	0.62%
Texas Regional Bank CD		0.50%	06/15/22	09/11/20	1,007,557.94	1,007,557.94	100.00	1,007,557.94	15	0.50%
Bank OZK CD		0.34%	06/15/22	09/11/20	5,028,347.30	5,028,347.30	100.00	5,028,347.30	15	0.34%
PNC Bank CD		0.25%	06/15/22	09/10/20	4,016,692.21	4,016,692.21	100.00	4,016,692.21	15	0.25%
Bank OZK CD		0.28%	07/15/22	10/21/20	3,013,354.41	3,013,354.41	100.00	3,013,354.41	45	0.28%
Allegiance Bank CD		0.15%	07/15/22	03/10/21	7,010,448.31	7,010,448.31	100.00	7,010,448.31	45	0.15%
East West Bank CD		0.54%	07/31/22	02/07/22	12,020,255.80	12,020,255.80	100.00	12,020,255.80	61	0.54%
Texas Regional Bank CD		0.35%	08/15/22	02/17/21	1,004,361.00	1,004,361.00	100.00	1,004,361.00	76	0.35%
Texas Regional Bank CD		0.30%	08/15/22	03/12/21	2,006,023.23	2,006,023.23	100.00	2,006,023.23	76	0.30%
Bank OZK CD		0.28%	08/15/22	10/21/20	3,013,354.41	3,013,354.41	100.00	3,013,354.41	76	0.28%
Allegiance Bank CD		0.15%	08/15/22	03/10/21	4,005,970.45	4,005,970.45	100.00	4,005,970.45	76	0.15%
Prosperity Bank CD		0.15%	09/01/22	09/01/21	332,230.21	332,230.21	100.00	332,230.21	93	0.15%
Texas Regional Bank CD		0.35%	09/15/22	02/17/21	8,034,888.10	8,034,888.10	100.00	8,034,888.10	107	0.35%
Bank OZK CD		0.28%	09/15/22	10/21/20	4,017,805.89	4,017,805.89	100.00	4,017,805.89	107	0.28%
Texas Regional Bank CD		0.38%	10/14/22	02/17/21	6,028,413.11	6,028,413.11	100.00	6,028,413.11	136	0.38%
Allegiance Bank CD		0.30%	10/14/22	10/21/20	2,008,926.13	2,008,926.13	100.00	2,008,926.13	136	0.30%
Prosperity Bank CD		0.15%	10/14/22	09/23/21	4,003,979.80	4,003,979.80	100.00	4,003,979.80	136	0.15%
Texas Regional Bank CD		0.35%	10/15/22	03/12/21	2,007,028.42	2,007,028.42	100.00	2,007,028.42	137	0.35%
Texas Regional Bank CD		0.13%	10/17/22	09/23/21	5,003,223.81	5,003,223.81	100.00	5,003,223.81	139	0.13%
Texas Regional Bank CD		0.38%	11/15/22	01/28/21	4,018,986.08	4,018,986.08	100.00	4,018,986.08	168	0.38%
Texas Regional Bank CD		0.35%	11/15/22	03/12/21	6,021,085.26	6,021,085.26	100.00	6,021,085.26	168	0.35%
Bank OZK CD		0.24%	11/15/22	04/07/21	4,010,444.90	4,010,444.90	100.00	4,010,444.90	168	0.24%
East West Bank CD		0.23%	11/30/22	11/22/21	3,777,140.85	3,777,140.85	100.00	3,777,140.85	183	0.23%
Texas Regional Bank CD		0.40%	12/15/22	01/28/21	10,049,962.56	10,049,962.56	100.00	10,049,962.56	198	0.40%
Texas Regional Bank CD		0.13%	12/15/22	09/23/21	5,003,223.81	5,003,223.81	100.00	5,003,223.81	198	0.13%
Prosperity Bank CD		0.15%	03/15/23	09/23/21	2,001,989.91	2,001,989.91	100.00	2,001,989.91	288	0.15%
Texas Regional Bank CD		0.25%	03/15/23	04/27/21	5,012,511.73	5,012,511.73	100.00	5,012,511.73	288	0.25%
Bank OZK CD		0.24%	03/15/23	04/07/21	4,010,444.90	4,010,444.90	100.00	4,010,444.90	288	0.24%
Prosperity Bank CD		0.15%	04/14/23	09/23/21	4,003,979.80	4,003,979.80	100.00	4,003,979.80	318	0.15%
Texas Regional Bank CD		0.27%	04/14/23	04/27/21	10,027,027.36	10,027,027.36	100.00	10,027,027.36	318	0.27%
Texas Regional Bank CD		0.20%	05/07/23	05/10/21	10,018,862.60	10,018,862.60	100.00	10,018,862.60	341	0.20%
Bank OZK CD		0.24%	06/02/23	06/02/21	5,043,763.39	5,043,763.39	100.00	5,043,763.39	367	0.24%
Veritex Bank CD		0.20%	06/15/23	07/12/21	10,015,021.21	10,015,021.21	100.00	10,015,021.21	380	0.20%
Veritex Bank CD		0.20%	07/14/23	07/12/21	8,012,016.97	8,012,016.97	100.00	8,012,016.97	409	0.20%
Bank OZK CD		0.18%	07/14/23	08/20/21	5,006,772.98	5,006,772.98	100.00	5,006,772.98	409	0.18%

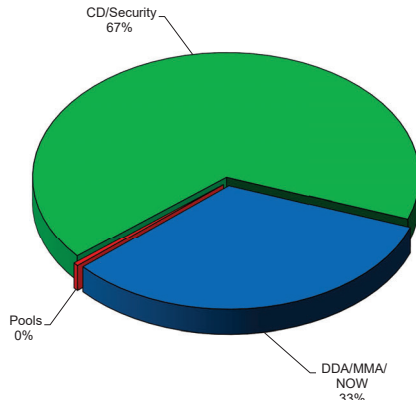
Investment Holdings
May 31, 2022

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face\ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
Texas Regional Bank CD		0.17%	08/15/23	09/23/21	5,004,215.96	5,004,215.96	100.00	5,004,215.96	441	0.17%
Bank OZK CD		0.20%	08/15/23	08/20/21	5,007,521.88	5,007,521.88	100.00	5,007,521.88	441	0.20%
Veritex Bank CD		0.25%	09/15/23	09/01/21	10,016,587.37	10,016,587.37	100.00	10,016,587.37	472	0.25%
FHLMC	Aaa/AA+	2.00%	10/17/23	3/10/2022	10,000,000.00	10,053,434.92	100.00	9,949,480.00	504	1.61%
FHLMC	Aaa/AA+	0.25%	11/06/23	3/24/2022	10,000,000.00	9,746,874.94	100.00	9,707,150.00	524	2.06%
FHLB	Aaa/AA+	2.25%	12/08/23	3/24/2022	10,000,000.00	10,020,543.51	100.00	9,964,340.00	556	2.11%
T-Note	Aaa/AAA	2.75%	02/15/24	4/1/2022	10,000,000.00	10,077,340.90	100.00	10,053,520.00	625	2.29%
FAMC	Aaa/AA+	2.33%	03/24/24	4/5/2022	10,000,000.00	10,000,000.00	100.00	9,973,970.00	663	2.33%
FAMC	Aaa/AA+	2.38%	04/29/24	4/5/2022	10,000,000.00	10,000,000.00	100.00	9,996,460.00	699	2.38%
					\$ 374,908,171.81	\$ 374,806,366.08		\$ 374,553,091.81	211	0.57%
									(1)	(2)

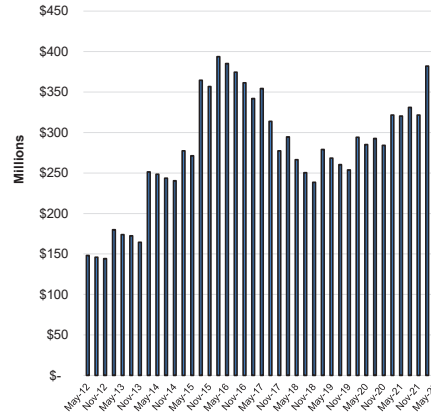
(1) **Weighted average life** - Pools, Money Market Funds, and Bank Deposits are assumed to have a one day maturity.

(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on Adjusted Book Value, adviser fees and realized and unrealized gains/losses are not considered. The pool and mutual fund yields are the average for the last month of the quarter. Bank deposit yields are estimated from the monthly allocated earnings.

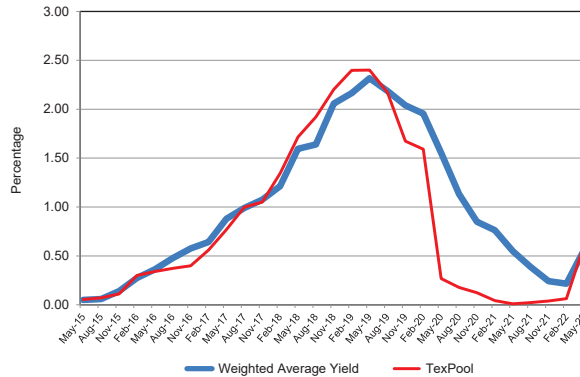
Portfolio Composition



Quarter-End Book Value



Total Portfolio Performance



Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 02/28/22	Increases	Decreases	Book Value 05/31/22	Market Value 02/28/22	Change in Market Value	Market Value 05/31/22
Prosperity Bank MMA	0.15%	06/01/22	\$ 30,020,985.52	\$ 11,351.87	\$ -	\$ 30,032,337.39	\$ 30,020,985.52	\$ 11,351.87	\$ 30,032,337.39
PNC Bank MMA - Operating	0.01%	06/01/22	65,526,279.20	-	(33,818,814.51)	31,707,464.69	65,526,279.20	(33,818,814.51)	31,707,464.69
PNC Bank MMA - Payroll	0.01%	06/01/22	147,191.21	30,087.62	-	177,278.83	147,191.21	30,087.62	177,278.83
PNC Bank MMA - Student	0.01%	06/01/22	2,083,109.87	-	(1,394,747.42)	688,362.45	2,083,109.87	(1,394,747.42)	688,362.45
PNC Bank - Federal Draw Down	0.01%	06/01/22	12,000,013.23	7,387.94	-	12,007,401.17	12,000,013.23	7,387.94	12,007,401.17
PNC Bank MMA - I&S Bond	0.01%	06/01/22	6,808,119.39	1,266,182.69	-	8,074,302.08	6,808,119.39	1,266,182.69	8,074,302.08
PNC Bank - Construction E&G Transfer	0.01%	06/01/22	4,242,864.68	1,449,363.29	-	5,692,227.97	4,242,864.68	1,449,363.29	5,692,227.97
Veritex Bank MMA	0.64%	06/01/22	1,567,288.90	2,100,370.93	-	3,667,659.83	1,567,288.90	2,100,370.93	3,667,659.83
NexBank MMA	0.83%	06/01/22	31,565,432.44	48,679.82	-	31,614,112.26	31,565,432.44	48,679.82	31,614,112.26
TexPool LGIP	0.62%	06/01/22	1,621,130.31	1,474.78	-	1,622,605.09	1,621,130.31	1,474.78	1,622,605.09
Bank OZK CD	0.68%	03/01/22	8,098,488.51	-	(8,098,488.51)	-	8,098,488.51	(8,098,488.51)	-
Allegiance Bank CD	0.15%	03/10/22	3,003,367.00	-	(3,003,367.00)	-	3,003,367.00	(3,003,367.00)	-
Allegiance Bank CD	0.15%	03/11/22	751,850.63	-	(751,850.63)	-	751,850.63	(751,850.63)	-
Bank OZK CD	0.21%	03/15/22	2,003,540.68	-	(2,003,540.68)	-	2,003,540.68	(2,003,540.68)	-
Texas Regional Bank CD	0.45%	04/15/22	1,005,684.11	-	(1,005,684.11)	-	1,005,684.11	(1,005,684.11)	-
Texas Regional Bank CD	0.18%	04/15/22	3,004,070.33	-	(3,004,070.33)	-	3,004,070.33	(3,004,070.33)	-
PNC Bank CD	0.25%	04/15/22	4,014,244.43	-	(4,014,244.43)	-	4,014,244.43	(4,014,244.43)	-
Bank OZK CD	0.32%	04/19/22	5,022,755.44	-	(5,022,755.44)	-	5,022,755.44	(5,022,755.44)	-
Texas Regional Bank CD	0.45%	05/16/22	1,005,684.11	-	(1,005,684.11)	-	1,005,684.11	(1,005,684.11)	-
PNC Bank CD	0.25%	05/16/22	4,014,244.43	-	(4,014,244.43)	-	4,014,244.43	(4,014,244.43)	-
Bank OZK CD	0.33%	05/18/22	5,023,468.12	-	(5,023,468.12)	-	5,023,468.12	(5,023,468.12)	-
Texas Regional Bank CD	0.50%	06/15/22	1,006,317.27	1,240.67	-	1,007,557.94	1,006,317.27	1,240.67	1,007,557.94
Bank OZK CD	0.34%	06/15/22	5,024,180.89	4,166.41	-	5,028,347.30	5,024,180.89	4,166.41	5,028,347.30
PNC Bank CD	0.25%	06/15/22	4,014,244.43	2,447.78	-	4,016,692.21	4,014,244.43	2,447.78	4,016,692.21
Bank OZK CD	0.28%	07/15/22	3,011,290.67	2,063.74	-	3,013,354.41	3,011,290.67	2,063.74	3,013,354.41
Allegiance Bank CD	0.15%	07/15/22	7,007,856.36	2,591.95	-	7,010,448.31	7,007,856.36	2,591.95	7,010,448.31
East West Bank CD	0.54%	07/31/22	12,003,906.35	16,349.45	-	12,020,255.80	12,003,906.35	16,349.45	12,020,255.80
Texas Regional Bank CD	0.35%	08/15/22	1,003,504.58	856.42	-	1,004,361.00	1,003,504.58	856.42	1,004,361.00
Texas Regional Bank CD	0.30%	08/15/22	2,004,540.42	1,482.81	-	2,006,023.23	2,004,540.42	1,482.81	2,006,023.23
Bank OZK CD	0.28%	08/15/22	3,011,290.67	2,063.74	-	3,013,354.41	3,011,290.67	2,063.74	3,013,354.41
Allegiance Bank CD	0.15%	08/15/22	4,004,489.34	1,481.11	-	4,005,970.45	4,004,489.34	1,481.11	4,005,970.45
Prosperity Bank CD	0.15%	09/01/22	332,108.72	121.49	-	332,230.21	332,108.72	121.49	332,230.21
Texas Regional Bank CD	0.35%	09/15/22	8,028,036.78	6,851.32	-	8,034,888.10	8,028,036.78	6,851.32	8,034,888.10
Bank OZK CD	0.28%	09/15/22	4,015,054.24	2,751.65	-	4,017,805.89	4,015,054.24	2,751.65	4,017,805.89
Texas Regional Bank CD	0.38%	10/14/22	6,022,832.50	5,580.61	-	6,028,413.11	6,022,832.50	5,580.61	6,028,413.11
Allegiance Bank CD	0.30%	10/14/22	2,007,441.18	1,484.95	-	2,008,926.13	2,007,441.18	1,484.95	2,008,926.13
Prosperity Bank CD	0.15%	10/14/22	4,002,515.69	1,464.11	-	4,003,979.80	4,002,515.69	1,464.11	4,003,979.80
Texas Regional Bank CD	0.35%	10/15/22	2,005,297.82	1,730.60	-	2,007,028.42	2,005,297.82	1,730.60	2,007,028.42
Texas Regional Bank CD	0.13%	10/17/22	5,001,620.55	1,603.26	-	5,003,223.81	5,001,620.55	1,603.26	5,003,223.81
Texas Regional Bank CD	0.38%	11/15/22	4,015,223.87	3,762.21	-	4,018,986.08	4,015,223.87	3,762.21	4,018,986.08
Texas Regional Bank CD	0.35%	11/15/22	6,015,893.46	5,191.80	-	6,021,085.26	6,015,893.46	5,191.80	6,021,085.26
Bank OZK CD	0.24%	11/15/22	4,008,089.11	2,355.79	-	4,010,444.90	4,008,089.11	2,355.79	4,010,444.90
East West Bank CD	0.23%	11/30/22	3,774,951.78	2,189.07	-	3,777,140.85	3,774,951.78	2,189.07	3,777,140.85
Texas Regional Bank CD	0.40%	12/15/22	10,040,060.04	9,902.52	-	10,049,962.56	10,040,060.04	9,902.52	10,049,962.56
Texas Regional Bank CD	0.13%	12/15/22	5,001,620.55	1,603.26	-	5,003,223.81	5,001,620.55	1,603.26	5,003,223.81
Prosperity Bank CD	0.15%	03/15/23	2,001,257.86	732.05	-	2,001,989.91	2,001,257.86	732.05	2,001,989.91
Texas Regional Bank CD	0.25%	03/15/23	5,009,423.73	3,088.00	-	5,012,511.73	5,009,423.73	3,088.00	5,012,511.73
Bank OZK CD	0.24%	03/15/23	4,008,089.11	2,355.79	-	4,010,444.90	4,008,089.11	2,355.79	4,010,444.90
Prosperity Bank CD	0.15%	04/14/23	4,002,515.69	1,464.11	-	4,003,979.80	4,002,515.69	1,464.11	4,003,979.80
Texas Regional Bank CD	0.27%	04/14/23	10,020,356.27	6,671.09	-	10,027,027.36	10,020,356.27	6,671.09	10,027,027.36
Texas Regional Bank CD	0.20%	05/07/23	10,013,869.38	4,993.22	-	10,018,862.60	10,013,869.38	4,993.22	10,018,862.60
South Texas College					Valley View Consulting, L.L.C.				

Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 02/28/22	Increases	Decreases	Book Value 05/31/22	Market Value 02/28/22	Change in Market Value	Market Value 05/31/22
Bank OZK CD	0.24%	06/02/23	5,040,700.78	3,062.61	-	5,043,763.39	5,040,700.78	3,062.61	5,043,763.39
Veritex Bank CD	0.20%	06/15/23	10,010,084.73	4,936.48	-	10,015,021.21	10,010,084.73	4,936.48	10,015,021.21
Veritex Bank CD	0.20%	07/14/23	8,008,067.79	3,949.18	-	8,012,016.97	8,008,067.79	3,949.18	8,012,016.97
Bank OZK CD	0.18%	07/14/23	5,004,563.93	2,209.05	-	5,006,772.98	5,004,563.93	2,209.05	5,006,772.98
Texas Regional Bank CD	0.17%	08/15/23	5,002,119.18	2,096.78	-	5,004,215.96	5,002,119.18	2,096.78	5,004,215.96
Bank OZK CD	0.20%	08/15/23	5,005,068.45	2,453.43	-	5,007,521.88	5,005,068.45	2,453.43	5,007,521.88
Veritex Bank CD	0.25%	09/15/23	10,010,483.85	6,103.52	-	10,016,587.37	10,010,483.85	6,103.52	10,016,587.37
FHLMC	1.61%	10/17/23	-	10,053,434.92	-	10,053,434.92	-	9,949,480.00	9,949,480.00
FHLMC	2.06%	11/06/23	-	9,746,874.94	-	9,746,874.94	-	9,707,150.00	9,707,150.00
FHLB	2.11%	12/08/23	-	10,020,543.51	-	10,020,543.51	-	9,964,340.00	9,964,340.00
T-Note	2.29%	02/15/24	-	10,077,340.90	-	10,077,340.90	-	10,053,520.00	10,053,520.00
FAMC	2.33%	03/24/24	-	10,000,000.00	-	10,000,000.00	-	9,973,970.00	9,973,970.00
FAMC	2.38%	04/29/24	-	10,000,000.00	-	10,000,000.00	-	9,996,460.00	9,996,460.00
TOTALS / AVERAGE	0.57%		\$ 382,028,780.56	\$ 64,938,545.24	\$ (72,160,959.72)	\$ 374,806,366.08	\$ 382,028,780.56	\$ (7,475,688.75)	\$ 374,553,091.81

**Allocation
May 31, 2022
Book Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
Prosperity Bank MMA	\$ 30,032,337.39	\$ 13,011,223.36	\$ 12,015,254.78	\$ -	\$ 5,005,859.25
PNC Bank MMA - Operating	31,707,464.69	31,707,464.69	-	-	-
PNC Bank MMA - Payroll	177,278.83	177,278.83	-	-	-
PNC Bank MMA - Student	688,362.45	688,362.45	-	-	-
PNC Bank - Federal Draw Down	12,007,401.17	12.10	12,007,389.07	-	-
PNC Bank MMA - I&S Bond 96,02,03,04,07,10,14,15	8,074,302.08	-	-	-	8,074,302.08
PNC Bank - Construction E&G Transfer	5,692,227.97	-	5,692,227.97	-	-
Veritex Bank MMA	3,667,659.83	-	3,667,659.83	-	-
NexBank MMA	31,614,112.26	30,478,437.48	-	-	1,135,674.78
TexPool LGIP	1,622,605.09	-	989,073.74	-	633,531.35
06/15/22-Texas Regional Bank CD	1,007,557.94	1,007,557.94	-	-	-
06/15/22-Bank OZK CD	5,028,347.30	5,028,347.30	-	-	-
06/15/22-PNC Bank CD	4,016,692.21	4,016,692.21	-	-	-
07/15/22-Bank OZK CD	3,013,354.41	3,013,354.41	-	-	-
07/15/22-Allegiance Bank CD	7,010,448.31	7,010,448.31	-	-	-
07/31/22-East West Bank CD	12,020,255.80	-	-	-	12,020,255.80
08/15/22-Texas Regional Bank CD	1,004,361.00	1,004,361.00	-	-	-
08/15/22-Texas Regional Bank CD	2,006,023.23	2,006,023.23	-	-	-
08/15/22-Bank OZK CD	3,013,354.41	3,013,354.41	-	-	-
08/15/22-Allegiance Bank CD	4,005,970.45	4,005,970.45	-	-	-
09/01/22-Prosperity Bank CD	332,230.21	-	-	332,230.21	-
09/15/22-Texas Regional Bank CD	8,034,888.10	8,034,888.10	-	-	-
09/15/22-Bank OZK CD	4,017,805.89	4,017,805.89	-	-	-
10/14/22-Texas Regional Bank CD	6,028,413.11	6,028,413.11	-	-	-
10/14/22-Allegiance Bank CD	2,008,926.13	2,008,926.13	-	-	-
10/14/22-Prosperity Bank CD	4,003,979.80	-	4,003,979.80	-	-
10/15/22-Texas Regional Bank CD	2,007,028.42	2,007,028.42	-	-	-
10/17/22-Texas Regional Bank CD	5,003,223.81	5,003,223.81	-	-	-
11/15/22-Texas Regional Bank CD	4,018,986.08	4,018,986.08	-	-	-
11/15/22-Texas Regional Bank CD	6,021,085.26	6,021,085.26	-	-	-
11/15/22-Bank OZK CD	4,010,444.90	4,010,444.90	-	-	-
11/30/22-East West Bank CD	3,777,140.85	-	3,777,140.85	-	-
12/15/22-Texas Regional Bank CD	10,049,962.56	10,049,962.56	-	-	-
12/15/22-Texas Regional Bank CD	5,003,223.81	5,003,223.81	-	-	-
03/15/23-Prosperity Bank CD	2,001,989.91	2,001,989.91	-	-	-

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**Allocation
May 31, 2022
Book Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
03/15/23-Texas Regional Bank CD	5,012,511.73	5,012,511.73	-	-	-
03/15/23-Bank OZK CD	4,010,444.90	4,010,444.90	-	-	-
04/14/23-Prosperity Bank CD	4,003,979.80	-	4,003,979.80	-	-
04/14/23-Texas Regional Bank CD	10,027,027.36	10,027,027.36	-	-	-
05/07/23-Texas Regional Bank CD	10,018,862.60	10,018,862.60	-	-	-
06/02/23-Bank OZK CD	5,043,763.39	5,043,763.39	-	-	-
06/15/23-Veritex Bank CD	10,015,021.21	10,015,021.21	-	-	-
07/14/23-Veritex Bank CD	8,012,016.97	8,012,016.97	-	-	-
07/14/23-Bank OZK CD	5,006,772.98	5,006,772.98	-	-	-
08/15/23-Texas Regional Bank CD	5,004,215.96	5,004,215.96	-	-	-
08/15/23-Bank OZK CD	5,007,521.88	5,007,521.88	-	-	-
09/15/23-Veritex Bank CD	10,016,587.37	10,016,587.37	-	-	-
10/17/23-FHLMC	10,053,434.92	10,053,434.92	-	-	-
11/06/23-FHLMC	9,746,874.94	9,746,874.94	-	-	-
12/08/23-FHLB	10,020,543.51	10,020,543.51	-	-	-
02/15/24-T-Note	10,077,340.90	10,077,340.90	-	-	-
03/24/24-FAMC	10,000,000.00	10,000,000.00	-	-	-
04/29/24-FAMC	10,000,000.00	10,000,000.00	-	-	-
Totals	\$ 374,806,366.08	\$ 301,447,806.77	\$ 46,156,705.84	\$ 332,230.21	\$ 26,869,623.26

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Allocation
May 31, 2022
Market Value

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
Prosperity Bank MMA	\$ 30,032,337.39	\$ 13,011,223.36	\$ 12,015,254.78	\$ -	\$ 5,005,859.25
PNC Bank MMA - Operating	31,707,464.69	31,707,464.69	-	-	-
PNC Bank MMA - Payroll	177,278.83	177,278.83	-	-	-
PNC Bank MMA - Student	688,362.45	688,362.45	-	-	-
PNC Bank - Federal Draw Down	12,007,401.17	12.10	12,007,389.07	-	-
PNC Bank MMA - I&S Bond 96,02,03,04,07,10,14,15	8,074,302.08	-	-	-	8,074,302.08
PNC Bank - Construction E&G Transfer	5,692,227.97	-	5,692,227.97	-	-
Veritex Bank MMA	3,667,659.83	-	3,667,659.83	-	-
NexBank MMA	31,614,112.26	30,478,437.48	-	-	1,135,674.78
TexPool LGIP	1,622,605.09	-	989,073.74	-	633,531.35
06/15/22-Texas Regional Bank CD	1,007,557.94	1,007,557.94	-	-	-
06/15/22-Bank OZK CD	5,028,347.30	5,028,347.30	-	-	-
06/15/22-PNC Bank CD	4,016,692.21	4,016,692.21	-	-	-
07/15/22-Bank OZK CD	3,013,354.41	3,013,354.41	-	-	-
07/15/22-Allegiance Bank CD	7,010,448.31	7,010,448.31	-	-	-
07/31/22-East West Bank CD	12,020,255.80	-	-	-	12,020,255.80
08/15/22-Texas Regional Bank CD	1,004,361.00	1,004,361.00	-	-	-
08/15/22-Texas Regional Bank CD	2,006,023.23	2,006,023.23	-	-	-
08/15/22-Bank OZK CD	3,013,354.41	3,013,354.41	-	-	-
08/15/22-Allegiance Bank CD	4,005,970.45	4,005,970.45	-	-	-
09/01/22-Prosperity Bank CD	332,230.21	-	-	332,230.21	-
09/15/22-Texas Regional Bank CD	8,034,888.10	8,034,888.10	-	-	-
09/15/22-Bank OZK CD	4,017,805.89	4,017,805.89	-	-	-
10/14/22-Texas Regional Bank CD	6,028,413.11	6,028,413.11	-	-	-
10/14/22-Allegiance Bank CD	2,008,926.13	2,008,926.13	-	-	-
10/14/22-Prosperity Bank CD	4,003,979.80	-	4,003,979.80	-	-
10/15/22-Texas Regional Bank CD	2,007,028.42	2,007,028.42	-	-	-
10/17/22-Texas Regional Bank CD	5,003,223.81	5,003,223.81	-	-	-
11/15/22-Texas Regional Bank CD	4,018,986.08	4,018,986.08	-	-	-
11/15/22-Texas Regional Bank CD	6,021,085.26	6,021,085.26	-	-	-
11/15/22-Bank OZK CD	4,010,444.90	4,010,444.90	-	-	-
11/30/22-East West Bank CD	3,777,140.85	-	3,777,140.85	-	-
12/15/22-Texas Regional Bank CD	10,049,962.56	10,049,962.56	-	-	-
12/15/22-Texas Regional Bank CD	5,003,223.81	5,003,223.81	-	-	-
03/15/23-Prosperity Bank CD	2,001,989.91	2,001,989.91	-	-	-

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Allocation
May 31, 2022
Market Value

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
03/15/23-Texas Regional Bank CD	5,012,511.73	5,012,511.73	-	-	-
03/15/23-Bank OZK CD	4,010,444.90	4,010,444.90	-	-	-
04/14/23-Prosperity Bank CD	4,003,979.80	-	4,003,979.80	-	-
04/14/23-Texas Regional Bank CD	10,027,027.36	10,027,027.36	-	-	-
05/07/23-Texas Regional Bank CD	10,018,862.60	10,018,862.60	-	-	-
06/02/23-Bank OZK CD	5,043,763.39	5,043,763.39	-	-	-
06/15/23-Veritex Bank CD	10,015,021.21	10,015,021.21	-	-	-
07/14/23-Veritex Bank CD	8,012,016.97	8,012,016.97	-	-	-
07/14/23-Bank OZK CD	5,006,772.98	5,006,772.98	-	-	-
08/15/23-Texas Regional Bank CD	5,004,215.96	5,004,215.96	-	-	-
08/15/23-Bank OZK CD	5,007,521.88	5,007,521.88	-	-	-
09/15/23-Veritex Bank CD	10,016,587.37	10,016,587.37	-	-	-
10/17/23-FHLMC	9,949,480.00	9,949,480.00	-	-	-
11/06/23-FHLMC	9,707,150.00	9,707,150.00	-	-	-
12/08/23-FHLB	9,964,340.00	9,964,340.00	-	-	-
02/15/24-T-Note	10,053,520.00	10,053,520.00	-	-	-
03/24/24-FAMC	9,973,970.00	9,973,970.00	-	-	-
04/29/24-FAMC	9,996,460.00	9,996,460.00	-	-	-
Totals	\$ 374,553,091.81	\$ 301,194,532.50	\$ 46,156,705.84	\$ 332,230.21	\$ 26,869,623.26

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Allocation
February 28, 2022
Book & Market Value

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
Prosperity Bank MMA	\$ 30,020,985.52	\$ 13,006,305.27	\$ 12,010,713.15	\$ -	\$ 5,003,967.10
PNC Bank MMA - Operating	65,526,279.20	65,526,279.20	-	-	-
PNC Bank MMA - Payroll	147,191.21	147,191.21	-	-	-
PNC Bank MMA - Student	2,083,109.87	2,083,109.87	-	-	-
PNC Bank - Federal Draw Down	12,000,013.23	13.23	12,000,000.00	-	-
PNC Bank MMA - I&S Bond 96,02,03,04,07,10,14,15	6,808,119.39	-	-	-	6,808,119.39
PNC Bank - Construction E&G Transfer	4,242,864.68	-	4,242,864.68	-	-
Veritex Bank MMA	1,567,288.90	-	1,567,288.90	-	-
NexBank MMA	31,565,432.44	30,431,506.40	-	-	1,133,926.04
TexPool LGIP	1,621,130.31	-	988,174.75	-	632,955.56
03/01/22-Bank OZK CD	8,098,488.51	8,098,488.51	-	-	-
03/10/22-Allegiance Bank CD	3,003,367.00	-	3,003,367.00	-	-
03/11/22-Allegiance Bank CD	751,850.63	-	751,850.63	-	-
03/15/22-Bank OZK CD	2,003,540.68	2,003,540.68	-	-	-
04/15/22-Texas Regional Bank CD	1,005,684.11	1,005,684.11	-	-	-
04/15/22-Texas Regional Bank CD	3,004,070.33	3,004,070.33	-	-	-
04/15/22-PNC Bank CD	4,014,244.43	4,014,244.43	-	-	-
04/19/22-Bank OZK CD	5,022,755.44	5,022,755.44	-	-	-
05/16/22-Texas Regional Bank CD	1,005,684.11	1,005,684.11	-	-	-
05/16/22-PNC Bank CD	4,014,244.43	4,014,244.43	-	-	-
05/18/22-Bank OZK CD	5,023,468.12	5,023,468.12	-	-	-
06/15/22-Texas Regional Bank CD	1,006,317.27	1,006,317.27	-	-	-
06/15/22-Bank OZK CD	5,024,180.89	5,024,180.89	-	-	-
06/15/22-PNC Bank CD	4,014,244.43	4,014,244.43	-	-	-
07/15/22-Bank OZK CD	3,011,290.67	3,011,290.67	-	-	-
07/15/22-Allegiance Bank CD	7,007,856.36	7,007,856.36	-	-	-
07/31/22-East West Bank CD	12,003,906.35	-	-	-	12,003,906.35
08/15/22-Texas Regional Bank CD	1,003,504.58	1,003,504.58	-	-	-
08/15/22-Texas Regional Bank CD	2,004,540.42	2,004,540.42	-	-	-
08/15/22-Bank OZK CD	3,011,290.67	3,011,290.67	-	-	-
08/15/22-Allegiance Bank CD	4,004,489.34	4,004,489.34	-	-	-
09/01/22-Prosperity Bank CD	332,108.72	-	-	332,108.72	-
09/15/22-Texas Regional Bank CD	8,028,036.78	8,028,036.78	-	-	-
09/15/22-Bank OZK CD	4,015,054.24	4,015,054.24	-	-	-
10/14/22-Texas Regional Bank CD	6,022,832.50	6,022,832.50	-	-	-

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Allocation
February 28, 2022
Book & Market Value

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
10/14/22-Allegiance Bank CD	2,007,441.18	2,007,441.18	-	-	-
10/14/22-Prosperity Bank CD	4,002,515.69	-	4,002,515.69	-	-
10/15/22-Texas Regional Bank CD	2,005,297.82	2,005,297.82	-	-	-
10/17/22-Texas Regional Bank CD	5,001,620.55	5,001,620.55	-	-	-
11/15/22-Texas Regional Bank CD	4,015,223.87	4,015,223.87	-	-	-
11/15/22-Texas Regional Bank CD	6,015,893.46	6,015,893.46	-	-	-
11/15/22-Bank OZK CD	4,008,089.11	4,008,089.11	-	-	-
11/30/22-East West Bank CD	3,774,951.78	-	3,774,951.78	-	-
12/15/22-Texas Regional Bank CD	10,040,060.04	10,040,060.04	-	-	-
12/15/22-Texas Regional Bank CD	5,001,620.55	5,001,620.55	-	-	-
03/15/23-Prosperity Bank CD	2,001,257.86	2,001,257.86	-	-	-
03/15/23-Texas Regional Bank CD	5,009,423.73	5,009,423.73	-	-	-
03/15/23-Bank OZK CD	4,008,089.11	4,008,089.11	-	-	-
04/14/23-Prosperity Bank CD	4,002,515.69	-	4,002,515.69	-	-
04/14/23-Texas Regional Bank CD	10,020,356.27	10,020,356.27	-	-	-
05/07/23-Texas Regional Bank CD	10,013,869.38	10,013,869.38	-	-	-
06/02/23-Bank OZK CD	5,040,700.78	5,040,700.78	-	-	-
06/15/23-Veritex Bank CD	10,010,084.73	10,010,084.73	-	-	-
07/14/23-Veritex Bank CD	8,008,067.79	8,008,067.79	-	-	-
07/14/23-Bank OZK CD	5,004,563.93	5,004,563.93	-	-	-
08/15/23-Texas Regional Bank CD	5,002,119.18	5,002,119.18	-	-	-
08/15/23-Bank OZK CD	5,005,068.45	5,005,068.45	-	-	-
09/15/23-Veritex Bank CD	10,010,483.85	10,010,483.85	-	-	-
Totals	\$ 382,028,780.56	\$ 309,769,555.13	\$ 46,344,242.27	\$ 332,108.72	\$ 25,582,874.44

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**Investment Policy Compliance
May 31, 2022**

Authorized Investments	Maximum %	Actual Market Value	% of Portfolio	Status
U.S. Treasury Bills/Notes/Bonds	100%	\$ 10,053,520	2.7%	Pass
U.S. Agencies and Instrumentalities States, Counties, Cities and Other	100%	49,591,400	13.2%	Pass
Financial Institution Deposits	25%	–	0.0%	N/A
Government Money Market Mutual Funds	100%	313,285,567	83.6%	Pass
Eligible Investment Pools	25%	–	0.0%	N/A
	50%	1,622,605	0.4%	Pass
Total		\$ 374,553,091.81	100.0%	

Review of Presentations to the Education and Workforce Development Committee

a. Presentation and Discussion of South Texas College Basic Needs Supports

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, coordinated a series of presentations that will highlight the robust services South Texas College provides to support its students through their educational journey.

At the June 14, 2022 Education and Workforce Development Committee meeting, Mr. Hebbard presented on South Texas College's extensive offerings of Basic Needs Supports.

Mr. Hebbard began with an overview of the diverse types of basic needs that can present challenges for students, including issues such as food or housing security, child care, technology and supplies, or other vital support structures.

Mr. Hebbard highlighted the College's participating in the #RealCollegeTX Project, in conjunction with the Texas Association of Community Colleges and The Hope Center. This led into a review of a Gap Analysis that identified existing services that STC offers to help students address their basic needs, and also identified opportunities to strengthen or develop new support services.

Mr. Hebbard also discussed the next steps in the College's partnership with The Hope Center and the development of other resources that will connect students to existing services, and allow the College to further improve its support of all students.

b. Presentation and Discussion of South Texas College Summer Camps Offered in 2022

Dr. Rebecca De Leon, Dean for Dual Credit Programs & School District Partnerships, and Ms. Olivia De La Rosa, Director of Continuing, Professional and Workforce Education, presented on the College's Summer Camp offerings in 2022.

Summer Camps have been a successful strategy to engage prospective and current students and partner with local school districts to provide a variety of educational and fun activities throughout our service area.

This year, many of the camps have returned to providing in-person and hands-on experiences, while some have benefitted from online platforms.

Dr. De Leon and Ms. De La Rosa reviewed the 18 Camps offered through 45 sessions in June and July 2022, in subjects in:

- Art;
- Music;
- Science & Engineering;
- Workforce & Technology;
- Leadership; and
- Other Continuing Education offerings

The presentation included a review of marketing efforts, including the dedicated website at www.southtexascollege.edu/summer-camps, and an overview of the registration process and pricing structure for camps.

c. Presentation and Discussion of Continuing, Professional and Workforce Education at South Texas College

Ms. Olivia De La Rosa, Director of Continuing, Professional and Workforce Education provided a presentation on the robust programs offered by the Office of Continuing, Professional and Workforce Education at South Texas College.

The Office of Continuing, Professional, and Workforce Education (CPWE) provides a wide variety of non-credit programs that serve a large number of students in the region. These programs are a critical component of the College's strategic workforce initiatives, and include pathways that can help students earn a GED and industry-based credential, and then build upon that success to enter into a credit-bearing program.

Ms. De La Rosa reviewed the history, mission and vision of CPWE at South Texas College, including a survey of current programs and the students served. She provided details on the non-credit to credit pathways that offer tremendous opportunities for previously underserved individuals to develop and attain goals for life-changing careers.

Ms. De La Rosa also highlighted her team's role supporting GED attainment for adults lacking their high school diploma and seeking new opportunities.

The presentation concluded with a review of new programs under development to meet critical local need for short term credentials in the Rio Grande Valley.

No action is requested. This information is presented to the Board of Trustees for discussion and feedback.

Review and Action as Necessary on Consent Agenda Items from the Education and Workforce Development Committee

The following Consent Agenda item was thoroughly discussed by the Education and Workforce Development Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on the item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believes that all questions raised during the Committee discussion of Consent Agenda item were resolved to the Committee's satisfaction at the meeting, and the item is presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

Any trustee may the item be removed from the Consent Agenda for further discussion. Otherwise, the Board is asked to formally act on the full consent agenda, according to the details and recommended action presented for the item in the following pages

The Education and Workforce Development Committee recommended Board action on the following item as presented.

- a. Approval of Proposed Joint Admission Agreement with UTRGV

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 approve and authorize item a of the Education and Workforce Development Committee Consent Agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

a. Approval of Proposed Joint Admission Agreement with UTRGV

Administration at South Texas College (STC) and at the University of Texas Rio Grande Valley (UTRGV) have agreed that both institutions, and their students, would benefit greatly from a seamless approach to admission to both institutions, built upon data-sharing that will facilitate transition and analysis of student performance.

The proposed joint admission agreement would include:

1. A pathway will be created to help students who are not eligible for admission at UTRGV to complete coursework at STC to earn admission to UTRGV.
2. Students who enroll directly with STC with an intention to transfer to UTRGV will be provided the opportunity to participate in the STC-UTRGV Admission Program to ease that transfer process.

While at STC, joint admission students will be required to meet college readiness standards, earn 30 to 60 credit hours at STC while maintaining a 2.0 GPA and other requirements, and attend UTRGV orientation for the intended term of their transfer.

The agreement will outline the responsibilities of STC and UTRGV to share student data in compliance with the protocols and policies of both institutions and relevant laws.

Both institutions anticipate that this partnership will provide a significant benefit to students in the STC to UTRGV pipeline, and will support higher education access, success, and completion in the region.

The Education and Workforce Development Committee recommended Board approval for the College President to finalize negotiations and execute a joint admission agreement with UTRGV as proposed.

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 College President to finalize negotiations and execute a joint admission agreement with UTRGV as proposed.

Approval Recommended:

Dr. Ricardo J. Solis
President

Review and Action as Necessary on Consent Agenda Items from the Finance, Audit, and Human Resources Committee

The following Consent Agenda items were thoroughly discussed by the Finance, Audit, and Human Resources Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on each item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believes that all questions raised during the Committee discussion of Consent Agenda items were resolved to the Committee's satisfaction at the meeting, and the items are presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

Any trustee may identify an item or items that should be removed from the Consent Agenda for further discussion. Otherwise, the Board is asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages

The Finance, Audit, and Human Resources Committee recommended Board action on the following items as presented.

- a. Approval of Award of Proposal for the Student / Faculty Medical Professional Liability Insurance, Voluntary Student Accident Insurance, Workforce Training Programs Student Accident Insurance, and Business, Public Safety & Technology Student Accident Insurance
- b. Approval of Award of Proposals for Property / Inland Marine / Boiler & Machinery, Crime, School Leaders E&O, General Liability, Law Enforcement Liability, Automobile, Workers Compensation, Foreign Liability, and Reject Proposal for Cyber Liability Insurance
- c. Approval of Award of Proposals, Purchases, Renewals, and Interlocal Agreements
- d. Approval to Disposal of Automotive Technology Program Donated Vehicles
- e. Approval of Proposed Budget Amendment for FY 2021 - 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 approve and authorize items a – e of the Finance, Audit, and Human Resources Committee Consent Agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

a. Approval of Award of Proposal for the Student / Faculty Medical Professional Liability Insurance, Voluntary Student Accident Insurance, Workforce Training Programs Student Accident Insurance, and Business, Public Safety & Technology Student Accident Insurance

Approval is requested to award the student insurance proposal for Student / Faculty Medical Professional Liability Insurance, Voluntary Student Accident Insurance, Workforce Training Programs Student Accident Insurance and Business, Public Safety & Technology Student Accident Insurance.

Purpose - The basic purpose of the student insurances are as follows:

- Student / Faculty Medical Professional Liability Insurance - provides coverage for those students enrolled in the Nursing Allied Health and Child Development Programs as well as associated Faculty
- Voluntary Student Accident Insurance – provides students with a low-cost option for accident insurance
- Workforce Training Programs Student Accident Insurance – provides coverage for those students enrolled in the Continuing Education Training Programs
- Business, Public Safety & Technology Student Accident Insurance – provides coverage for those students enrolled in the Business, Public Safety & Technology programs.

Justification - Every year, the College requests proposals for an insurance program that provides the broadest coverage at the most competitive price available in accord with approved or acceptable insurance practices in the State of Texas.

The College's Insurance Consultant, Mr. Chase Carlisle, attended the July 12, 2022 Finance, Audit, and Human Resources Committee meeting to address questions from the Committee.

Mr. Carlisle recommends the following awards:

- **Student / Faculty Medical Professional Liability Insurance:**
Affinity Insurance Services, Inc. / American Casualty Company of Reading, PA for the period beginning August 26, 2022 through August 26, 2023. The premium is \$23,750 which is approximately \$10 per student. The recommendation is based on 2,375 students with limits of \$1,000,000 per occurrence / \$5,000,000 aggregate. **The cost for the Medical Professional Liability Insurance is paid by the students enrolled in the Nursing Allied Health and Child Development programs. The College and Faculty are insured parties at no additional cost to the student or to the College.**
 - The cost per student (\$10) is the same as the year prior.
 - The carrier remains unchanged from the year prior.
 - Students enrolled in the Nursing Allied Health and Child Development programs are automatically enrolled for this coverage.

- **Voluntary Student Accident Insurance:**
Student Insurance Plans / Pan American Life Insurance for the period beginning August 26, 2022 through August 26, 2023. The student accident insurance limit is \$25,000. **This is a voluntary product, so there is no cost to the College (same as year prior).**
 - The carrier is different from the year prior.
 - Should a student elect to purchase this voluntary coverage, the costs to him/her would be as follows (costs are same as year prior):
 - \$71.25 for school time coverage
 - \$152.00 for full time (24 hour) coverage
 - \$8.55 for dental coverage

- **Workforce Training Programs Student Accident Insurance:**
Student Insurance Plans / Pan American Life Insurance for the period beginning August 26, 2022 through August 26, 2023. The student accident insurance coverage limit is \$25,000. The annual premium is \$2,700 and includes all participants. The Workforce Training premium is based on 496 participants. These participants are enrolled in non-credit Continuing Education Training Programs such as Phlebotomy, Welding, Emergency Care Assistant, and Building Trades. **The premium is paid by the students.**
 - The premium is the same as the year prior.
 - The carrier is different from the year prior.
 - The premium is \$2,700 based on an *estimated* 496 participants (approximately \$5.06 per student) in the workforce training programs. Actual cost per student will be determined once enrollment numbers are received.
 - Participants in non-credit Continuing Education Training Programs are automatically enrolled for this coverage.

- **Business, Public Safety & Technology Student Accident Insurance:**
Student Insurance Plans / Pan American Life Insurance for the period beginning August 26, 2021 through August 26, 2022. The student accident insurance coverage limit is \$25,000. The annual premium is \$15 per student and is based on 1,833 participants. Participants are enrolled in Business, Public Safety & Technology programs. The premium is paid by the students.
 - This is a new line of coverage for students enrolled in Business, Public Safety & Technology programs
 - Students in Business, Public Safety & Technology programs are automatically enrolled for this coverage.

Background – Proposal documents were advertised on April 20, 2022 and April 27, 2022 and issued to nine (9) vendors. Three (3) responses were received on May 5, 2022 and were evaluated by Mr. Chase Carlisle, Insurance Consultant.

Reviewers – This item was reviewed by Mr. Chase Carlisle, Insurance Consultant, Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, Mr. Frank Jason Gutierrez, Director of Accountability, Risk, and Compliance, Mr. Ken Lyons, Risk Manager, and Rebecca Cavazos, Director of Purchasing.

Enclosed Documents - The recommendations provided by Mr. Chase Carlisle follow in the packet for the Board's information and review.

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposal awards for Student / Faculty Medical Professional Liability Insurance, Voluntary Student Accident Insurance, Workforce Training Programs Student Accident Insurance, and Business, Public Safety & Technology Student Accident Insurance as presented.

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 proposal awards for Student / Faculty Medical Professional Liability Insurance, Voluntary Student Accident Insurance, Workforce Training Programs Student Accident Insurance, and Business, Public Safety & Technology Student Accident Insurance as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President



July 19th, 2022

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

RE: Student Insurances RFP 21-22-0164

Dear Ms. Elizondo,

The college received three proposals this year for Student Insurances, which includes Student Professional Liability Insurance as well as Voluntary Student Accident Insurance. However, each respondent only responded to one portion of the requested coverages.

Student/Faculty Medical Professional Liability

Affinity Insurance Services, Inc., the incumbent vendor, was the only respondent that offered Student/Faculty Medical Professional Liability through American Casualty Company of Reeding, PA. The insurance company has an AM Best rating of A. The options provided were as follows:

Limits:	Premium:	Cost per Student:
\$1,000,000/ \$5,000,000	\$23,750	\$10.00
\$2,000,000/ \$5,000,000	\$29,241	\$12.31





Workforce Training Programs- Student Accident Insurance

Proposals for Workforce Training Programs Student Accident Insurance were received from Student Assurance Services, Inc (incumbent vendor) and Student Insurance Plans. The following options were given:

Student Assurance Services Inc:

Ameritas Life Insurance Corp
Workforce Training Limit- \$25,000
Premium \$2,700

Student Insurance Plans:

Pan America Life Insurance
Workforce Training Limit- \$25,000
Premium \$2,700

Business, Public Safety & Technology Student Accident Insurance

Proposals for Business, Public Safety & Technology Student Accident Insurance were received from Student Assurance Services, Inc and Student Insurance Plans. The following options were given:

Student Assurance Services Inc:

Ameritas Life Insurance Corp
Business, Public Safety & Technology Limit \$25,000
Premium Included in Workforce Training

Student Insurance Plans:

Pan America Life Insurance
Business, Public Safety & Technology Limit- \$25,000
Premium \$15 Per Student





Voluntary Student Accident Insurance

Proposals for Voluntary Student Accident Insurance were received from Student Assurance Services, Inc (incumbent vendor) and Student Insurance Plans. The following options were given:

Student Assurance Services Inc:

Ameritas Life Insurance Corp
Voluntary Student Accident Limit- \$25,000
Rates- \$75 per insured for school time/ \$160 per insured full time
\$9 Dental Accident Coverage

Student Insurance Plans:

Pan America Life Insurance
Voluntary Student Accident Limit: \$25,000
Rates- \$71.25 per insured for school time/ \$152 per insured full time
\$8.55 Dental Accident Coverage

Recommendation:

On behalf of South Texas College, we recommend awarding the Student Faculty Professional Liability Insurance to Affinity Insurance Services through American Casualty Company of Reeding, PA for the policy term August 26, 2022, through August 26, 2023, at an annual premium of \$23,750. The limit of insurance is \$1,000,000 per occurrence/ \$5,000,000 annual aggregate. The cost for this coverage is paid by the students enrolled in the allied health and child development programs.

We recommend awarding the Workforce Training Programs Student Accident Insurance to Student Insurance Plans through Pan America Life Insurance for the year August 26, 2022, through August 26, 2023. The limit of insurance is \$25,000 with a premium of \$2,700.

We recommend awarding the Business, Public Safety & Technology Student Accident Insurance to Student Insurance Plans through Pan America Life Insurance for the year August 26, 2022, through August 26, 2023. The limit of insurance is \$25,000 with a cost of \$15 per student.

We recommend awarding the Voluntary Student Accident Coverage to Student Insurance Plans through Pan America Life Insurance for the year August 26, 2022, through August 26, 2023. This product is voluntarily purchased by the student and there is no cost to the College. The limit of insurance is \$25,000 with a rate of \$71.25 school time/\$152 full time.

Sincerely,

Chase Carlisle, CIC, CMIP, CPCU
Vice President





**Student Liability Insurance
Project No. 21-22-1064**

<i>Proposer</i>	Affinity Insurance Services, Inc.	Affinity Insurance Services, Inc.
<i>Student/Faculty Professional Liability</i>	Current Program	Proposed
Insurance Company	American Casualty Co of Reeding, PA	American Casualty Co of Reeding, PA
A.M. Best Rating	A	A
Admitted/Non Admitted	Admitted	Admitted
Professional Liability	\$1,000,000 each claim/\$5,000,000 Agg	\$1,000,000 each claim/\$5,000,000 Agg
Premium:	\$23,700	\$23,750/\$10 Per Student
		Optional Limits \$2,000,000/\$5,000,000 \$29,241



**Student Liability Insurance
Project No. 21-22-1064**

<i>Proposer</i>	Incumbent	Option 1	Option 2
	Student Assurance Services, Inc.	Student Assurance Services, Inc.	Student Insurance Plans
Workforce Training Program	Current Program	Proposed	Proposed
Insurance Company	Ameritas Life Insurance Corp	Ameritas Life Insurance Corp	Pan American Life Insurance
A.M. Best Rating	A	A	A
Admitted/Non Admitted	Admitted	Admitted	Admitted
Limit	\$ 25,000	\$ 25,000	\$ 25,000
Premium	\$ 2,700	\$ 2,700	\$ 2,700
Business, Public Safety & Technology	Current Program	Proposed	Proposed
Student Accident Insurance	No Prior Coverage	\$ 25,000	\$ 25,000
Premium	N/A	Included	\$15.00 Per Student
Voluntary Student Accident Only Insurance	Current Program	Proposed	Proposed
Limit	\$ 25,000	\$ 25,000	\$ 25,000
School Year 8/22/22-8/22/23	*\$75.00 School Time \$160.00 Full Time	*\$75.00 School Time \$160.00 Full Time	*\$71.25 School Time \$152 Full Time
Dental Accident Coverage \$5,000 Max Limit	\$9.00	\$9.00	\$8.55

*Rates (applies per student)



**Property and Casualty Insurance
Project No. 22-23-1001**

PROPOSED
Texas Association of School Boards

PROPOSED
Montalvo Insurance Agency

Address of Proposer:

PO Box 301 Austin, TX 78767 Adrian Pena	208 S Texas Blvd Weslaco, TX 78596 Ramon Montalvo
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Property/Inland Marine & Boiler & Machinery		
Hartford (\$200M Loss Limit- 5% Wind/Hail Deductible - TIV \$543,643,443)		
Property Including Inland Marine	No Quote	\$ 1,098,386
Terrorism Risk Insurance Act		Included
Boiler & Machinery		Included
Sub- Total		\$ 1,098,386
Hartford (\$200M Loss Limit- 3% Wind/Hail Deductible- TIV \$543,643,443)	No Quote	PENDING
Property Including Inland Marine		
Terrorism Risk Insurance Act		
Boiler & Machinery		
Sub-Total		\$ -
Crime		
\$35,000 Retention (Travelers)	No Quote	\$ 8,790
\$35,000 Retention (Hartford)	No Quote	\$ 7,988
Casualty		
School Leaders E&O	\$ 162,128	No Quote
General Liability	Included	No Quote
Law Enforcement	Included	No Quote
Automobile	\$ 62,678	No Quote
Casualty Sub-Total	\$ 224,806	\$ -
Subject to:	**Coverage contingent upon concurrent participation in funds Auto, Liability & Worker's Compensation Programs	**Coverage contingent upon concurrent participation in funds Auto, Liability & Worker's Compensation Programs
Workers Compensation		
Workers Compensation- Out of Network		
Subject to:	**Coverage contingent upon concurrent participation in funds Auto, Liability & Worker's Compensation Programs	
Total Casualty & Workers Compensation*	\$ 268,699	\$ 255,453
Foreign Liability		
Foreign Liability	No Quote	\$ 8,201
Cyber Liability		
Cyber Liability	\$ 76,899	No Quote
Total Award Amount by Vendor	\$ 493,505	\$ 1,114,575

Consent Agenda:

b. Approval of Award of Proposals for Property / Inland Marine / Boiler & Machinery, Crime, School Leaders E&O, General Liability, Law Enforcement Liability, Automobile, Workers Compensation, Foreign Liability, and Reject Proposal for Cyber Liability Insurance

Approval is requested to award the proposals for Property / Inland Marine / Boiler & Machinery, Crime, School Leaders E&O, General Liability, Law Enforcement Liability, Automobile, Workers Compensation, Foreign Liability, and reject proposal for Cyber Liability Insurance for the period beginning September 1, 2022 through August 31, 2023 at a total cost of **\$1,608,080**.

Purpose - The purpose of insurance is to anticipate catastrophic losses that could financially impair South Texas College. Insurance allows the College to minimize risk of loss from circumstances beyond its control.

Justification - Every year, prior to fiscal year end, the College requests proposals for an insurance program that provides the broadest coverage at the most competitive price available in accordance with approved or acceptable insurance practices in the State of Texas.

The College's Insurance Consultant, Mr. Chase Carlisle, attended the July 12, 2022 Finance, Audit, and Human Resources Committee meeting to address questions from the Committee. Mr. Carlisle recommends the following awards:

- **Property / Inland Marine / Boiler & Machinery**
 - ⇒ Request award of Property / Inland Marine / Boiler & Machinery Insurance coverage to The Hartford Fire Insurance Co. (Montalvo) at a total cost of **\$1,098,386**. The policy offers a 5% wind/hail deductible.
 - ⇒ Flood insurance is included with a deductible of \$100,000 for Zones X and C and \$500,000 for Zone B. The deductible applies per occurrence and not per building.
 - ⇒ The proposed premium of \$1,098,386 represents an increase of 7.9% from the prior year which is considered in line with the current marketplace.
 - ⇒ The carrier remains unchanged from the prior year.

- **Crime Insurance**
 - ⇒ Request award of Crime Insurance coverage to The Hartford Fire Insurance Co. (Montalvo) at a cost of **\$7,988**.
 - ⇒ The proposed premium of \$7,988 represents a decrease of 6.9% from the prior year.
 - ⇒ The carrier is different from the prior year.

- **School Leaders E&O, General Liability, Law Enforcement Liability, Automobile**

⇒ The College’s exposure is shown in the table below:

	Liability Exposure
State	Sovereign immunity except for injuries arising out of operation of motor vehicles. Limits: \$100,000 / \$300,000.
Federal	Claims arising under US Constitution and federal statutes (covered under trustee coverage) No limits.

⇒ Under state law, the College is immune from liability except for injuries arising from a motor vehicle accident (\$100,000 per person / \$300,000 per accident). Under Federal Law, the College has exposure under Section 1983 Clauses of Action (Civil Rights Statute); there is theoretically no limit of liability. Though there is no ceiling under civil rights cases, given the College’s comprehensive practices and procedures to avoid liability, reduce risk, and the experience of the College with these cases, the primary purpose is first to ensure the College has competent legal defense and coverage is within limits. Based on the College’s claim history, a \$250,000 limit policy would be reasonable and sufficient coverage.

⇒ School Leaders E&O, General Liability, Law Enforcement Liability, Automobile Insurance to Texas Association of School Boards (TASB) at a cost of **\$224,806**.

⇒ The proposed premium of \$224,806 represents an increase of 1.4% from the prior year.

⇒ The TASB proposal is contingent upon concurrent participation in the Auto, Liability and Workers Compensation programs proposed.

⇒ The carrier remains unchanged from the prior year.

- **Workers Compensation Insurance**

⇒ Workers Compensation Insurance to Texas Association of School Boards (TASB) at a total cost of **\$268,699**.

⇒ The proposed premium of \$268,699 represents a decrease of 1.8% from the prior year.

⇒ The carrier remains unchanged from the prior year.

- **Foreign Liability Insurance**

⇒ Foreign Liability Insurance to ACE American Insurance Co. (Montalvo) at a total cost of **\$8,201**.

⇒ Due to employee travel to Mexico, the purchase of an international insurance policy is recommended.

⇒ Foreign Liability Insurance provides General Liability, Auto, Accidental Death & Dismemberment, and Property coverage in specific countries for employees

during the normal scope of business, College-owned vehicles, vehicles leased by South Texas College, and equipment. General Liability includes the following limits:

- \$1,000,000 Each occurrence
- \$2,000,000 General aggregate
- \$2,000,000 Products-completed operations aggregate
- \$1,000,000 Personal and advertising injury
- \$1,000,000 Damage to premises rented to South Texas College
- \$25,000 Medical expenses (any one person)

⇒ The proposed premium of \$8,201 represents no increase from the prior year.

⇒ The carrier remains unchanged from the prior year.

• **Cyber Liability Insurance**

⇒ One proposal was received for Cyber Liability Insurance from Texas Association of School Boards (TASB). TASB offered \$1,000,000 of coverage however per the Insurance Consultant, this is not a sufficient limit for the College in today’s world. It is requested that this proposal be rejected.

⇒ As such, College staff will work with the Insurance Consultant to solicit a new request for proposal for Cyber Liability Insurance which will be presented at the August 23, 2022 Board of Trustees Meeting.

The total recommended award to Montalvo is **\$1,114,575**. The total recommended award to TASB is **\$493,505**.

	TASB	Montalvo
Property / Inland Marine and Boiler & Machinery		\$1,098,386
Crime		\$7,988
School Leaders E&O, General Liability, Law Enforcement	\$162,128	
Automobile	\$62,678	
Workers Compensation	\$268,699	
Foreign Liability		\$8,201
TOTAL	\$493,505	\$1,114,575
Grand Total	\$1,608,080	

Background – Proposal documents were advertised on May 4, 2022 and May 11, 2022 and issued to thirteen (13) vendors. Three (3) responses were received on June 8, 2022 and were evaluated by Mr. Chase Carlisle, Insurance Consultant, Accountability, Risk and Compliance, and the Purchasing Department.

Funding Source - Funds for this expenditure are budgeted in the Insurance and Benefits budgets for FY 2022 - 2023, pending Board approval of the budget.

Reviewers – This item was reviewed by Mr. Chase Carlisle, Insurance Consultant, Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, Mr. Frank Jason Gutierrez, Director of Accountability, Risk, and Compliance, Mr. Ken Lyons, Risk Manager, and Rebecca Cavazos, Director of Purchasing.

Enclosed Documents – The recommendations and spreadsheets provided by Mr. Chase Carlisle follow in the packet for the Board's information and review.

The Finance, Audit, and Human Resources Committee recommended Board approval to award the proposals for Property / Inland Marine / Boiler & Machinery (\$1,098,386), Crime (\$7,988), School Leaders E&O, General Liability, Law Enforcement Liability, Automobile (\$224,806), Workers Compensation (\$268,699), and Foreign Liability (\$8,201) Insurance for the period September 1, 2022 through August 31, 2023 at a total cost of **\$1,608,080** and reject the proposal for Cyber Liability Insurance.

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 awarding the proposals for Property / Inland Marine / Boiler & Machinery (\$1,098,386), Crime (\$7,988), School Leaders E&O, General Liability, Law Enforcement Liability, Automobile (\$224,806), Workers Compensation (\$268,699), and Foreign Liability (\$8,201) Insurance for the period September 1, 2022 through August 31, 2023 at a total cost of **\$1,608,080** and reject the proposal for Cyber Liability Insurance.

Approval Recommended:

Dr. Ricardo J. Solis
President



June 29, 2022

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

**RE: Property / Inland Marine & Boiler & Machinery Insurance
Effective September 1, 2022**

Dear Ms. Elizondo,

The College received two proposals this year for property insurance coverages

Montalvo Insurance Agency (incumbent vendor) and Cuellar & Associates, LLC provided quotations for the Property Insurance to include Equipment Breakdown coverage. The two options are as provided:

Montalvo Insurance:

Hartford Fire Insurance (A+ XV Am Best Rating)
Total Insured Values: \$560,892,927
Policy Loss Limit: \$200,000,000
Wind/ Hail Deductible: 5%
Annual Premium: \$1,098,386

Cuellar & Associates, LLC:

Lloyds of London
Total Insured Values: \$613,336,763
Policy Loss Limit: \$613,336,763
Named Storm deductible: 2%
All Other Wind/Hail deductible: 1%
Annual Premium: \$2,250,000

The Montalvo Insurance proposal is based off the correct total insured values requested by the college and is therefore accurate. The overall rate increase is roughly 5% which is considered in line with the current marketplace.





Recommendation:

On behalf of South Texas College, we recommend purchase of the Hartford Fire Insurance Company quotation through Montalvo Insurance Agency for \$1,098,368 with a term of September 1, 2022 through August 31, 2023.

Sincerely,

Chase Carlisle, CIC, CMIP, CPCU
Vice President





**Property, Inland Marine and Boiler & Machinery Insurance
Project No. 22-23-1001**

Proposer	Option 1		Option 2
	Montalvo Insurance Agency	Montalvo Insurance Agency	Cuellar & Associates LLC
Property	Current Program	Proposed	Proposed
Insurance Company	Hartford Fire Ins Co.	Hartford Fire Ins Co.	Lloyds of London
A.M. Best Rating	A+ XV	A+ XV	A
Admitted/Non Admitted	Admitted	Admitted	Non Admitted
Blanket / Scheduled	Scheduled	Scheduled	Not specified
Total Insured Values			
Building Limit:	\$ 436,890,027	\$ 436,890,027	\$ 611,870,192
Building Personal Property incl EDP	\$ 68,226,749	\$ 68,130,081	Incl
Business Income	\$ 55,008,248	\$ 55,008,248	Incl
Sub- Total	\$ 560,125,024	\$ 560,028,356	\$ 611,870,192
Contractors Equipment	\$ 777,160	\$ 814,571	\$ 1,437,821
Fine Arts (Personal Property Of Others)	\$ 50,000	\$ 50,000	\$ 28,750
Total Insurable Values	\$ 560,902,184	\$ 560,892,927	\$ 613,336,763
Co-Insurance	Waived	Waived	Not Specified
Policy Limit/Loss Limit	\$ 200,000,000	\$ 200,000,000	\$ 611,870,192
Sub-Limits (Annual Aggregate)			
Earthquake/Earth Movement Annual Agg	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Flood Annual Aggregate (Zone B)	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000
Flood Zones X or C	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000
*Excluded	603 Coyote Dr La Joya	603 Coyote Dr La Joya	
Deductibles			
Named Storm	5%	5%	2%
Wind/Hail Deductibles	5%	5%	1%
Wind/Hail Waiting Period- Business Income	72 Hours	72 Hours	Not Specified
All Other Perils	\$ 100,000	\$ 100,000	\$ 250,000
Earth Movement	\$ 100,000	\$ 100,000	Not Specified
Fine Arts/Contractor's Equipment	\$ 2,500	\$ 2,500	\$ 1,000
Flood Deductibles			
Zone X or C	\$ 100,000	\$ 100,000	\$ 250,000
Zone B	\$ 500,000	\$ 500,000	\$ 500,000
	Flood ded applies per occ, not per bldg	Flood ded applies per occ, not per bldg	
Valuation	Replacement Cost	Replacement Cost	Replacement Cost
Property	\$ 979,026	\$ 1,098,386	
TRIA	\$ 29,450	Included	N/A
Inland Marine	\$ 9,262	Included	Included
Sub- Total	\$ 1,017,738	\$ 1,098,386	\$ 2,250,000
Equipment Breakdown	Hartford Fire Insurance Co	Hartford Fire Insurance Co	Lloyds of London
A.M. Best Rating	A+ XV	A+ XV	A
Admitted/Non Admitted	Admitted	Admitted	Non Admitted
Limit of Insurance	\$ 100,000,000	\$ 200,000,000	\$ 100,000,000
Deductible	\$ 100,000	\$ 100,000	\$ 100,000
Premium:	Included in Property	Included in Property	\$ 100,000
TOTAL:	\$ 1,017,738	\$ 1,098,386	\$ 2,350,000

**SOUTH TEXAS COLLEGE
PROPERTY AND INLAND MARINE INSURANCE
PROJECT NO. 22-23-1001
EVALUATION SUMMARY**

VENDOR		Cuellar & Associates, LLC.		Montalvo Insurance Agency	
ADDRESS		1021 S Utah Ave #4		209 S Texas Blvd	
CITY/STATE/ZIP		Weslaco, TX 78596		Weslaco, TX 78596	
PHONE		956-447-4900		956-968-5521	
FAX		956-447-4907		956-969-9198	
CONTACT		Roland Cuellar		Ramon Montalvo, III	
1	The purchase price. (up to 60 points)	28.04	28.04	60	60
		28.04		60	
		28.04		60	
		28.04		60	
2	The reputation of the vendor and the vendor's goods or services. (up to 8 points)	7	6.75	8	7.25
		7		7	
		6		6	
		7		8	
3	The quality of the vendor's goods and/or services. (up to 14 points)	13	11.25	14	13
		11		12	
		8		12	
		13		14	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 14 points)	13	11.75	14	12.75
		12		13	
		10		10	
		12		14	
5	The vendor's past relationship with the College. (up to 3 points)	2	2	3	3
		2		3	
		2		3	
		2		3	
6	The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0
		0		0	
		0		0	
		0		0	
TOTAL EVALUATION POINTS		59.79		96	
RANKING		2		1	

**SOUTH TEXAS COLLEGE
BOILER & MACHINERY INSURANCE
PROJECT NO. 22-23-1001
EVALUATION SUMMARY**

VENDOR		Cuellar & Associates, LLC.		Montalvo Insurance Agency	
ADDRESS		1021 S Utah Ave #4		209 S Texas Blvd	
CITY/STATE/ZIP		Weslaco, TX 78596		Weslaco, TX 78596	
PHONE		956-447-4900		956-968-5521	
FAX		956-447-4907		956-969-9198	
CONTACT		Roland Cuellar		Ramon Montalvo III	
1	The purchase price. (up to 60 points)	28.04	28.04	60	60
		28.04		60	
		28.04		60	
		28.04		60	
2	The reputation of the vendor and the vendor's goods or services. (up to 8 points)	7	6.75	8	7.25
		7		7	
		6		6	
		7		8	
3	The quality of the vendor's goods and/or services. (up to 14 points)	13	11.25	14	13
		11		12	
		8		12	
		13		14	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 14 points)	13	11.75	14	12.75
		12		13	
		10		10	
		12		14	
5	The vendor's past relationship with the College. (up to 3 points)	2	2	3	3
		2		3	
		2		3	
		2		3	
6	The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0
		0		0	
		0		0	
		0		0	
TOTAL EVALUATION POINTS		59.79		96	
RANKING		2		1	



June 29, 2022

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

RE: Crime Insurance
Effective September 1, 2022

Dear Ms. Elizondo,

One proposal was received by the college for Crime Insurance. Montalvo Insurance Agency (incumbent vendor), submitted two quotations for consideration:

Option 1: Travelers Casualty & Surety Co. (A++ XV)

Annual Premium \$8,790

Option 2: Hartford Fire Insurance Co (A+XV)

Annual Premium \$7,988

Recommendation:

On Behalf of South Texas College, we recommend purchasing Option 2: Hartford Fire Insurance Co. in the amount of \$7,988 for a policy term of September 1, 2022, through August 31, 2023.

Sincerely,

Chase Carlisle, CIC, CMIP, CPCU
Vice President





Crime Insurance

Project No. 22-23-1001

<i>Proposer</i>	Option 1		Option 2
	Montalvo Insurance Agency	Montalvo Insurance Agency	Montalvo Insurance Agency
<i>Crime Insurance</i>	Current Program	Proposed	Proposed
Insurance Company	Travelers Casualty & Surety Co.	Travelers Casualty & Surety Co.	Hartford Fire Insurance Co.
A.M. Best Rating	A++ XV	A++ XV	A+ XV
Admitted/Non Admitted	Admitted	Admitted	Admitted
Employee Theft (Dishonesty)	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Forgery or Alteration	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
On Premise	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
In Transit	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Money Orders & Counterfeit Currency	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Computer Fraud	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Funds Transfer Fraud	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Claim Expense	\$ 5,000	\$ 5,000	\$ 5,000
Retention	\$ 35,000	\$ 35,000	\$ 35,000
Social Engineering Limit	\$ 500,000	\$ 500,000	\$ 500,000
Retention	\$ 35,000	\$ 35,000	\$ 35,000
TOTAL:	\$ 8,577	\$ 8,790	\$ 7,988

Optional Deductible
\$50,000- \$7,848

Optional Deductible
\$50,000- \$7,387

**SOUTH TEXAS COLLEGE
CRIME INSURANCE
PROJECT NO. 22-23-1001
EVALUATION SUMMARY**

VENDOR		Montalvo Insurance Agency	
ADDRESS		208 S Texas Blvd	
CITY/STATE/ZIP		Weslaco, TX 78596	
PHONE		956-968-5521	
FAX		956-969-9198	
CONTACT		Ramon Montalvo, III	
1	The purchase price. (up to 60 points)	60	60
		60	
		60	
		60	
2	The reputation of the vendor and the vendor's goods or services. (up to 8 points)	8	7.25
		7	
		6	
		8	
3	The quality of the vendor's goods and/or services. (up to 14 points)	14	13.25
		12	
		13	
		14	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 14 points)	14	13.75
		13	
		14	
		14	
5	The vendor's past relationship with the College. (up to 3 points)	3	3
		3	
		3	
		3	
6	The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	0	0
		0	
		0	
		0	
TOTAL EVALUATION POINTS		97.25	
RANKING		1	



June 29, 2022

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

**RE: School Leaders E&O, General Liability, Law Enforcement Liability,
Automobile
Effective September 1, 2022**

Dear Ms. Elizondo,

The College received one response for the above referenced coverages this year.

Texas Association of School Boards (TASB) offered renewal terms for School Leaders E&O including General Liability/Law Enforcement Liability at an annual premium of \$162,128. The automobile coverage, which includes liability and physical damages coverages, is being offered for \$62,678. The TASB proposal is contingent upon concurrent participation in the Auto, Liability and Workers Compensation programs proposed.

Recommendation:

On behalf of South Texas College, we recommend the purchase of School Leaders E&O, General Liability, Law Enforcement Liability, and Automobile coverage from TASB Risk Management for the policy term September 1, 2022, through August 31, 2023 at a total annual premium of \$224,806.

Sincerely,

Chase Carlisle, CIC, CMIP, CPCU
Vice President





**School Leaders, Errors & Omissions, General Liability, Law Enforcement and Automobile
Project No. 22-23-1001**

<i>Proposer</i>	Texas Association of School Boards	Texas Association of School Boards
<i>School Leaders, Errors & Omissions, General Liability, Law Enforcement and Automobile</i>	Current Program	Proposed
Insurance Company	TASB Risk Management Fund	TASB Risk Management Fund
A.M. Best Rating	Not Applicable	Not Applicable
Admitted/Non Admitted	Not Applicable	Not Applicable
School Leaders E&O		
Policy Form	Claims Made	Claims Made
Retroactive Date	Not Applicable	Not Applicable
Limit (Annual Aggregate)	\$ 1,000,000	\$ 1,000,000
Defense Inside/Outside Limit	Outside Limit	Outside
Retentions:	\$ 50,000	\$ 50,000
Duty to Defend or Indemnity Form	Duty to Defend	Duty to Defend
Defense Coverage Breach of Employment Contract	Yes, See Proposal Clarification	Yes, See Proposal Clarification
Coverage Sexual Misconduct- Employment Practice Claims Only	Yes	Defense & Damages
Coverage Sexual Misconduct- Other than Employment	Yes	Defense & Damages
Defense for Individuals w/Disabilities Suits	Yes	Yes
Coverage Discrimination of race or national origin	Yes	Yes
Adm. Hearings- ADR, Spec. Ed., EEOC	Not Covered. Coverage may be provided when a claim proceeds to court level	Not Covered. Coverage may be provided when a claim proceeds to court level
Proposed Policy Non- Assessable	No	No
Defense Coverage for Breach of Contract Other than Employment Contract	No	No
Coverage for liability resulting from wrongful acts of consultants and independent contractors	No	No
Punitive and Exemplary Coverage	No	No
Personal Injury from an Employment Claim	Yes	Yes
Back- Wages covered	No	No
Premium	\$ 166,882	\$ 162,128
General Liability		
Limits:		
General Aggregate	N/A	N/A
Products/Completed Ops Agg	Excluded	Excluded
Personal & Advertising Injury	Included	Included
Each Occurrence	\$ 1,000,000	\$ 1,000,000
Deductible:	\$ -	\$ -
Coverage for Allegations Sexual Abuse or Molestation	See School Leaders E&O	See School Leaders E&O
General Liability Premium:	Included	Included



**School Leaders, Errors & Omissions, General Liability, Law Enforcement and
Automobile
Project No. 22-23-1001**

<i>Proposer</i>	Texas Association of School Boards	Texas Association of School Boards
	Current Program	Proposed
Insurance Company	TASB Risk Management Fund	TASB Risk Management Fund
A.M. Best Rating	Not Applicable	Not Applicable
Admitted/Non Admitted	Not Applicable	Not Applicable
Employee Benefits Liability	\$ 100,000	\$ 100,000
Policy Form	Occurrence	Occurrence
Retro Date	N/A	N/A
Deductible	\$ -	\$ -
Premium	Included in School Leaders E&O	Included in School Leaders E&O
Law Enforcement		
Limit of Liability	Included under GL or Professional Legal Liability depending on allegations	Included under GL or Professional Legal Liability depending on allegations
Policy Form	Depends on if allegations under general liability or professional liability	Depends on if allegations under general liability or professional liability
Retro Date	Not Applicable	Not Applicable
Deductible	Depends on if allegations under general liability or professional liability	
Premium	Included in School Leaders E&O	Included in School Leaders E&O
Automobile		
# Units	135	Not Provided
Liability Limits:	\$100,000/\$300,000/\$100,000	\$100,000/\$300,000/\$100,000
Liability Deductible	\$ 1,000	\$ 1,000
Uninsured/Underinsured Motorist	No	No
Physical Damage	ACV	ACV
Comprehensive Deductible	\$ 1,000	\$ 1,000
Collision Deductible	\$ 1,000	\$ 1,000
Hired Car Physical Damage Limit	\$ 50,000	\$ 50,000
Premium	\$ 54,738	\$ 62,678
TOTAL:	\$ 221,620	\$ 224,806

Subject to:	Coverage contingent upon concurrent participation in funds Auto, Liability and Workers Compensation Programs	Coverage contingent upon concurrent participation in funds Auto, Liability and Workers Compensation Programs
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**SOUTH TEXAS COLLEGE
SCHOOL LEADERS ERRORS AND OMISSIONS/EMPLOYMENT PRACTICES
LIABILITY INSURANCE
PROJECT NO. 22-23-1001 - EVALUATION SUMMARY**

VENDOR		TASB Risk Management Fund	
ADDRESS		12007 Research Blvd	
CITY/STATE/ZIP		Austin, TX 78759	
PHONE		800-482-7276	
FAX		512-467-3645	
CONTACT		Dubravka H. Romano	
1	The purchase price. (up to 60 points)	60	60
		60	
		60	
		60	
2	The reputation of the vendor and the vendor's goods or services. (up to 8 points)	8	7.75
		8	
		7	
		8	
3	The quality of the vendor's goods and/or services. (up to 14 points)	14	13.5
		13	
		13	
		14	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 14 points)	14	13.75
		14	
		13	
		14	
5	The vendor's past relationship with the College. (up to 3 points)	3	3
		3	
		3	
		3	
6	The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	0	0
		0	
		0	
		0	
TOTAL EVALUATION POINTS		98	
RANKING		1	

**SOUTH TEXAS COLLEGE
GENERAL LIABILITY, VIOLENT ACTS, AND LAW ENFORCEMENT
INSURANCE
PROJECT NO. 22-23-1001 - EVALUATION SUMMARY**

VENDOR		TASB Risk Management Fund	
ADDRESS		12007 Research Blvd	
CITY/STATE/ZIP		Austin, TX 78759	
PHONE		800-482-7276	
FAX		512-467-3645	
CONTACT		Dubravka H. Romano	
1	The purchase price. (up to 60 points)	60	60
		60	
		60	
		60	
2	The reputation of the vendor and the vendor's goods or services. (up to 8 points)	8	7.75
		7	
		8	
		8	
3	The quality of the vendor's goods and/or services. (up to 14 points)	13	13.5
		13	
		14	
		14	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 14 points)	14	13.75
		13	
		14	
		14	
5	The vendor's past relationship with the College. (up to 3 points)	3	3
		3	
		3	
		3	
6	The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	0	0
		0	
		0	
		0	
TOTAL EVALUATION POINTS		98	
RANKING		1	

**SOUTH TEXAS COLLEGE
AUTOMOBILE INSURANCE
PROJECT NO. 22-23-1001
EVALUATION SUMMARY**

VENDOR		TASB Risk Management Fund	
ADDRESS		12007 Research Blvd	
CITY/STATE/ZIP		Austin, TX 78759	
PHONE		800-482-7276	
FAX		512-467-3645	
CONTACT		Dubravka H. Romano	
1	The purchase price. (up to 60 points)	60	60
		60	
		60	
		60	
2	The reputation of the vendor and the vendor's goods or services. (up to 8 points)	8	7.75
		7	
		8	
		8	
3	The quality of the vendor's goods and/or services. (up to 14 points)	13	13.5
		13	
		14	
		14	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 14 points)	14	13.75
		13	
		14	
		14	
5	The vendor's past relationship with the College. (up to 3 points)	3	3
		3	
		3	
		3	
6	The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	0	0
		0	
		0	
		0	
TOTAL EVALUATION POINTS		98	
RANKING		1	



June 29, 2022

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

**RE: Workers Compensation Insurance
Effective September 1, 2022**

Dear Ms. Elizondo,

Two proposals were received by the college in reference to Workers Compensation coverage. The following options were submitted:

Montalvo Insurance Agency

Texas Mutual Insurance (A+ XV)

Annual Premium: \$255,453 In Network

\$290,267 Out of Network

TASB Risk Management Fund

Annual Premium: \$268,699

Recommendation:

On behalf of South Texas College, we recommend the award and purchase of the TASB proposal for an annual premium of \$268,699. The TASB Risk Management Fund requires that all proposed coverage be purchased. Therefore, to purchase the School Leaders E&O, General Liability, Law Enforcement Liability, and Automobile coverages, the College would be required to purchase the workers compensation as well.

Sincerely,

Chase Carlisle, CIC, CMIP, CPCU
Vice President





**Workers Compensation Insurance
Project No. 22-23-1001**

<i>Proposer</i>	Option 1		Option 2
	Texas Association of School Boards	Texas Association of School Boards	Montalvo Insurance Agency
	Current Program	Proposed	Proposed
Insurance Company	TASB Risk Management Fund	TASB Risk Management Fund	Texas Mutual Ins Company
A.M. Best Rating	Not Applicable	Not Applicable	A+ XV
Admitted/Non Admitted	Not Applicable	Not Applicable	Admitted
<i>Employers Liability</i>			
Payroll Classifications	Claims Made		
8810 Clerical	\$ 8,769,562	\$ 11,553,620	\$ 11,553,620
9101 All Other	\$ 7,458,544	\$ 5,407,862	\$ 7,189,736
8868 Professional	\$ 75,755,728	\$ 83,445,719	\$ 83,445,719
7380 Bus Drivers	\$ 93,708	\$ 96,894	\$ -
7720 Police Officers	\$ 1,638,498	\$ 1,684,980	\$ -
Total Gross Payroll	\$ 93,716,040	\$ 102,189,075	\$ 102,189,075
8868 Volunteer Instructors	Not Covered		
Estimated Premium- Out of Network	\$ 273,564	\$ 268,699	\$255,453 In-Network \$290,267 Out of Network

**SOUTH TEXAS COLLEGE
WORKERS COMPENSATION INSURANCE
PROJECT NO. 22-23-1001
EVALUATION SUMMARY**

VENDOR		TASB Risk Management Fund		Montalvo Insurance Agency	
ADDRESS		12007 Research Blvd		209 S Texas Blvd	
CITY/STATE/ZIP		Austin, TX 78759		Weslaco, TX 78596	
PHONE		800-482-7276		956-968-5521	
FAX		512-467-3645		956-969-9198	
CONTACT		Dubravka H. Romano		Ramon Montalvo, III	
1	The purchase price. (up to 60 points)	60	60	55.54	55.54
		60		55.54	
		60		55.54	
		60		55.54	
2	The reputation of the vendor and the vendor's goods or services. (up to 8 points)	8	7.75	6	7.25
		7		7	
		8		8	
		8		8	
3	The quality of the vendor's goods and/or services. (up to 14 points)	14	13.75	14	13.5
		13		12	
		14		14	
		14		14	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 14 points)	14	13.75	14	13.5
		13		12	
		14		14	
		14		14	
5	The vendor's past relationship with the College. (up to 3 points)	3	3	3	3
		3		3	
		3		3	
		3		3	
6	The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0
		0		0	
		0		0	
		0		0	
TOTAL EVALUATION POINTS		98.25		92.79	
RANKING		1		2	



June 29, 2022

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

**RE: Foreign Liability Coverage
Effective September 1, 2022**

Dear Ms. Elizondo,

One proposal was received by the College for Foreign Liability Insurance. Montalvo Insurance Agency (incumbent vendor), submitted a proposal through ACE American Insurance Company (A+ XV) for an annual premium of \$8,201.

Recommendation:

On behalf of South Texas College, we recommend the award and purchase of foreign liability insurance from Montalvo Insurance through ACE American Insurance for an annual premium of \$8,201 with a policy term of September 1, 2022 through August 31, 2023.

Sincerely,

Chase Carlisle, CIC, CMIP, CPCU
Vice President





**Foreign Liability Insurance
Project No. 22-23-1001**

<i>Proposer</i>	Montalvo Insurance Agency	Montalvo Insurance Agency
	Current Program	Proposed
Insurance Company	ACE American Insurance Co.	ACE American Insurance Co.
A.M. Best Rating	A++ XV	A++ XV
Admitted/Non Admitted	Admitted	Admitted
General Liability		
Each Occurrence	\$ 1,000,000	\$ 1,000,000
General Aggregate	\$ 2,000,000	\$ 2,000,000
Products/Co. Ops Aggregate	\$ 2,000,000	\$ 2,000,000
Damage to Premises Rented to You limit (Any one premises)	\$ 1,000,000	\$ 1,000,000
Personal & Advertising Injury	\$ 1,000,000	\$ 1,000,000
Medical Expense Limit	\$ 25,000	\$ 25,000
Employee Benefits Liability (\$1,000 Deductible)	\$ 1,000,000	\$ 1,000,000
Automobile Liability- Contingent	\$ 1,000,000	\$ 1,000,000
Total:	\$ 8,201	\$ 8,201

**SOUTH TEXAS COLLEGE
FOREIGN GENERAL LIABILITY INSURANCE
PROJECT NO. 22-23-1001
EVALUATION SUMMARY**

VENDOR		Montalvo Insurance Agency	
ADDRESS		208 S Texas Blvd	
CITY/STATE/ZIP		Weslaco, TX 78596	
PHONE		956-968-5521	
FAX		956-969-9198	
CONTACT		Ramon Montalvo, III	
1	The purchase price. (up to 60 points)	60	60
		60	
		60	
		60	
2	The reputation of the vendor and the vendor's goods or services. (up to 8 points)	8	7.25
		7	
		6	
		8	
3	The quality of the vendor's goods and/or services. (up to 14 points)	14	13.25
		12	
		13	
		14	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 14 points)	14	13.5
		13	
		13	
		14	
5	The vendor's past relationship with the College. (up to 3 points)	3	3
		3	
		3	
		3	
6	The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	0	0
		0	
		0	
		0	
TOTAL EVALUATION POINTS		97	
RANKING		1	



June 29, 2022

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

RE: Cyber Liability Insurance
Effective September 1, 2022

Dear Ms. Elizondo,

One proposal was received by the college for Cyber Liability Insurance. The proposal was from TASB Risk Management Fund for an annual premium of \$76,899 for a \$1,000,000 limit of liability.

Recommendation:

On behalf of South Texas College, we recommend that the College reissue separate Request for Proposal for higher limit options.

Sincerely,

Chase Carlisle, CIC, CMIP, CPCU
Vice President





Cyber Insurance
Project No. 22-23-1001

<i>Proposer</i>	Texas Association of School Boards	Texas Association of School Boards
<i>Crime Insurance</i>	Current Program	Proposed
Insurance Company	TASB Risk Management Fund	TASB Risk Management Fund
A.M. Best Rating	Not Applicable	Not Applicable
Admitted/Non Admitted	Not Applicable	Not Applicable
Cyber Liability/Data & Network Liability	\$ 1,000,000	\$ 1,000,000
Breach Response/Post Breach Remedial	\$ 1,000,000	\$ 1,000,000
Ransomware/Malware	\$ 1,000,000	\$ 1,000,000
Data Recovery Costs	\$ 1,000,000	\$ 1,000,000
Regulatory Defense & Penalties	\$ 1,000,000	\$ 1,000,000
E Crime	\$ 250,000	\$ 250,000
Retention	\$ -	\$ -
TOTAL:	\$ 51,872	\$ 76,899.00
		*recommend that the College reissue separate Request for Proposal for higher limit options

Consent Agenda:

c. Approval of Award of Proposals, Purchases, Renewals, and Interlocal Agreements

Approval of the following award of proposals, purchases, renewals, and interlocal agreements is requested.

The Director of Purchasing has reviewed each item, including the procurement procedures and evaluation of all responses, and recommends approval as follows:

A. Award of Proposals

1) Childcare Services (Award)

Award the proposal for childcare services for the period beginning September 1, 2022 through August 31, 2023, at an estimated total Carl Perkins Grant amount of \$105,500.00. The fifty-six (56) qualifying vendors are as follows:

Vendors (City, State)		
Angel Keepers (Alamo, TX) (New)	Blessings Learning Academy of Alamo, TX, Inc. (Alamo, TX)	iKids Academy (Alamo, TX)
Kids Point Academy (Alamo, TX) (New)	Kid’s First Child Care Center, Inc. #2 (Alton, TX)	Garza’s Childcare and Development Center (Donna, TX)
Stepping Stones Day Care II (Donna, TX)	All About Kids Learning Center, LLC. (Edcouch, TX) (New)	Alma’s Daycare Center (Edinburg, TX) (New)
Brighter Future Learning Center (Edinburg, TX)	Genesis Learning Center (Edinburg, TX)	My Little Tree House Learning Center (Edinburg, TX) (New)
The Children’s College Learning Center (Edinburg, TX)	TCCLC North, Inc. (Edinburg, TX)	The Learning Journey Day School (Edinburg, TX)
VIP Learning Center (Edinburg, TX)	Bright Smiles Learning Center (Elsa, TX) (New)	Busy Bee Beehive Learning Center, LLC. (Elsa, TX)
Adventureland Academy #2, LLC. (McAllen, TX) (New)	Brackenridge Children’s Center, LLC. (McAllen, TX)	Bright Beginnings (McAllen, TX)
Easter Seals Child Development (McAllen, TX)	Little Rockets Academy (McAllen, TX) (New)	Little Shining Star Daycare, Inc. (McAllen, TX)
Magic Child Development Daycare (McAllen, TX) (New)	MommyLand Bilingual Academy (McAllen, TX)	The Giving Tree S.T.E.M. Childcare, LLC. (McAllen, TX) (New)

Vendors (City, State)			
Tony's Discovery Playhouse Center (McAllen, TX)	City Kids Academy (Mercedes, TX) (New)	Tiny Steps Learning Center (Mercedes, TX) (New)	
Bright Beginnings Learning Center (Mission, TX)	His Little Ones Preschool and Daycare, LLC. (Mission, TX) (New)	Honey's Little Bee's Learning Center (Mission, TX)	
Kidz Crusade Academy, LLC. (Mission, TX)	Little Lobos Daycare (Mission, TX) (New)	Little World Daycare and Learning Center, LLC. (Mission, TX) (New)	
Love Bugs CEC (Mission, TX)	Martha A. Garcia Registered Childcare (Mission, TX)	Ready, Set, and Learn Daycare (Mission, TX)	
Children's Garden Daycare (Palmview, TX)	Fisher Kids Academy (Palmview, TX)	Lily's Little Kids (Palmview, TX)	
Palmview Academy (Palmview, TX) (New)	Campanitas Day Care (Pharr, TX)	Evelyn N.K. Sackey-Walker (Pharr, TX) (New)	
Futuros Lideres Learning Center (Pharr, TX)	Kids Academy Daycare (Pharr, TX)	Kids Academy Daycare Center #2 (Pharr, TX)	
Little Explorers Development & Learning Center (Pharr, TX) (New)	Little Treasures Learning Center, LLC. (Pharr, TX) (New)	Royal Education Center (Pharr, TX)	
Kami's Cuddling Center (Rio Grande City, TX)	Learning Zone (Rio Grande City, TX)	Learning Zone II (Rio Grande City, TX)	
El Shaddi International Christian Day Care Center (Weslaco, TX)	Little Miracles Learning Center , LLC. (Weslaco, TX)		

Purpose – The Providing Academic Support to Students (PASS) Program is requesting childcare services for the students participating in the PASS Program majoring in a career and technical education programs that qualify for assistance with their childcare expenses based on available funding through the Carl Perkins Grant.

Justification and Benefit – The career and technical education program students that meet the grant requirements qualify for childcare assistance under the Carl Perkins Grant. Some of the requirements are as follows: a cumulative 2.7 GPA or higher and full-time status is required for the Fall, Spring, and Summer semesters (no online courses). In order for the vendors to qualify, they must submit all the required proposal documents with appropriate signatures and provide a copy of their current state issued license.

Background – Proposal documents were advertised on May 11, 2022 and May 18, 2022 and issued to four hundred thirty-one (431) vendors. Fifty-six (56) responses were received on June 16, 2022 and reviewed by the PASS Program, Grant Development, Management, and Compliance Department, and Purchasing Department.

Funds for this expenditure are budgeted in the Carl Perkins Grant budget for FY 2022 – 2023 pending Board approval of the budget.

2) General Purpose Printing (Award)

Award the proposal for general purpose printing for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$100,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor	Vendor
Border Press, Inc. (Brownsville, TX)	Capital Spectrum/ dba Communications Specialist, Inc. (Buda, TX)
Copy Craft/ dba Slate Group (Lubbock, TX) (New)	Copy Plus, LLC. (McAllen, TX)
FedEx Office and Print Services, Inc. (Plano, TX)	Gateway Printing (Edinburg, TX)
Promo Universal, LLC. (Corpus Christi, TX)	San Antonio Printing (McAllen, TX)
Taylor Print and Visual Impressions, Inc. (North Mankato, MN) (New)	UBEO, LLC./ dba Copy Zone (McAllen, TX)

Purpose – Public Relations and Marketing is requesting general purpose printing as needed for the new fiscal year.

Justification and Benefit – The printing services are needed for various projects that are completed and distributed to faculty, staff, students, and the community to provide information related to upcoming events, past events, registration, course schedules, etc.

Vendors submitting proposals for the general purpose printing projects provide quotes dependent on the number of copies, type of paper (weight and color), single or double sided copying, hole punched, bound, glued, and any other vehicle that might impact a particular project. The proposal award to each vendor will be based upon the services they provide, their pricing, and their availability (delivery timeline).

Background – Proposal documents were advertised on May 11, 2022 and May 18, 2022 and issued to sixteen (16) vendors. Ten (10) responses were received on May 26, 2022 and reviewed by Public Relations and Marketing, Enrollment Services, and the Purchasing Department.

Funds for this expenditure are budgeted in the Public Relations and Marketing, Enrollment Services, and various other requesting department budgets for FY 2022 – 2023 pending Board approval of the budget.

3) Travel Services (Award)

Award the proposal for travel services to **Echo Travel Agency** (Edinburg, TX), for the period beginning September 1, 2022 through August 31, 2023, with two one-year options to renew, at a service fee of \$35.00 per airline ticket.

Purpose – The Purchasing Department is requesting a travel services contract to provide airline tickets for administration, faculty, and staff that travel for professional development and students that travel for educational purposes. This contract will be in place for required future travel which will be reviewed and approved by the President or Division Vice Presidents prior to purchase.

Justification and Benefit – The travel services will include processing of airline reservations, automobile rental reservations, hotel reservations, charter services, emergency services, and group travel rates.

Background – Proposal documents were advertised on June 1, 2022 and June 8, 2022. Two (2) responses were received on June 16, 2022 and reviewed by the Business Office and Purchasing Department.

Funds for this expenditure are budgeted in the various requesting department budgets for FY 2022 – 2023 pending Board approval of the budget.

B. Purchases and Renewals (B-a. Instructional Item)

4) Welding Gases, Metals, and Supplies (Renewal)

Renew the welding gases, metals, and supplies contracts for the period beginning October 1, 2022 through September 30, 2023, at an estimated total amount of \$130,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor	Vendor
Fastenal Company (McAllen, TX)	Industrial Supplier Larey, Inc./ dba International Industrial Supply, Co. (Brownsville, TX)
Matheson (San Benito, TX)	Praxair Distribution, Inc. (McAllen, TX)
Rio Grande CAS (Edinburg, TX)	Rio Grande Steel (Edinburg, TX)
Triple-S Steel Supply, LLC./ dba Alamo Iron Works (San Antonio, TX)	

Purpose – The Welding Program in the Division of Technology and Continuing Professional and Workforce Education are requesting to purchase welding gases, metals, and supplies.

Justification and Benefit – The welding supplies will be used for student instruction by the Welding Program and Continuing, Professional, and Workforce Education. The purchases will include various gases and metals and classroom/lab supplies used by students for hands on instruction in welding classes throughout the College district. The proposal award to each vendor will be based upon the items they provide, pricing, and item availability (delivery timeline).

Background – The Board awarded the contracts for welding gases, metals, and supplies at the August 24, 2021 Board of Trustees meeting for one year with two one-year annual

renewals. The first renewal period begins on October 1, 2022 and ends September 30, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	8/24/21	10/1/21 – 9/30/22	2 – one year options
1 st Renewal	7/26/22		10/1/22 – 9/30/23

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

Funds for this expenditure are budgeted in the Welding Program and Continuing, Professional, and Workforce Education budgets for FY 2022 – 2023 pending Board approval of the budget.

B. Purchases and Renewals (B-b. Non – Instructional Items)

5) Air Condition Filters and Installation (Purchase)

Purchase air condition filters and installation from **Joe W. Fly Company, Inc.** (Dallas, TX/Harlingen, TX), a Texas Association of School Boards – Buyboard and The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 1, 2022 through August 31, 2023, at an estimated total monthly amount of \$14,166.00 and an estimated total amount of \$169,992.00, which is based on prior year expenditures.

Purpose – Facilities Operations and Maintenance is requesting the purchase and installation of air conditioning filters. Three thousand sixty-seven (3,067) air condition filters are replaced monthly at all STC buildings throughout the district.

Justification and Benefit – The air condition filters are needed to maintain air quality in the buildings and to keep the systems clean and running properly.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2022 – 2023 pending Board approval of the budget.

6) Building Automation Control Equipment, Parts, and Equipment Maintenance (Purchase)

Purchase building automation control equipment, parts, and equipment maintenance from **Siemens Industry, Inc.** (Buffalo Grove, IL/La Feria, TX), a Sourcewell and The Interlocal Purchasing System (TIPS) purchasing cooperatives approved vendor, for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$95,000.00, which is based on prior year expenditures.

Purpose – Facilities Operations and Maintenance is requesting to purchase as needed building automation control equipment, parts, and maintenance, which will include replacement parts and services for all the buildings throughout the College district.

Justification and Benefit – The primary function of the building automation system is to provide control over heating, cooling, ventilation, lighting and other critical building systems at all campuses. These parts and services are necessary in order to replace components for the air conditioning building control systems for the chillers to operate efficiently and at full capacity.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2022 – 2023 pending Board approval of the budget.

7) Chiller Chemicals and Maintenance (Purchase)

Purchase chiller chemicals and maintenance from **Kurita America, Inc.** (Minneapolis, MN), a State of Texas Purchasing and Support Services (TPASS) – Term Contract approved vendor, for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$87,000.00, which is based on prior year expenditures.

Purpose – Facilities Operations and Maintenance is requesting to purchase chiller chemicals and maintenance for all the seventeen (17) chillers throughout the district as needed.

Justification and Benefit – The chiller chemicals and maintenance are required for all the chillers to operate properly and efficiently.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2022 – 2023 pending Board approval of the budget.

8) Heating, Ventilation, and Air Conditioning (HVAC) Related Services (Purchase)

Purchase heating, ventilation, and air conditioning (HVAC) related services from **Pro Tech Mechanical, Inc.** (Corpus Christ, TX), The Interlocal Purchasing System (TIPS) purchasing cooperative approved vendor, for the period beginning August 26, 2022 through August 25, 2023, at an estimated total amount of \$50,000.00, which is based on prior year expenditures.

Purpose – Facilities Operations and Maintenance is requesting to purchase services related to heating, ventilation, and air conditioning maintenance and repairs cooling towers.

Justification and Benefit – It will include ordering parts, repairs, and service of the district wide cooling towers as needed.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2021 – 2022 and FY 2022 – 2023 pending Board approval of the budget.

9)Library Furniture Upholstery and Repair Services (Purchase)

Purchase library furniture upholstery and repair services from **Library Design Systems, Inc.** (Houston, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning August 1, 2022 through July 31, 2023, at an estimated total amount of \$50,000.00.

Purpose – Library Services is requesting library furniture upholstery and repair services as needed for various library seating throughout the College district.

Justification and Benefit – The services are necessary to preserve and enhance student space to cultivate excellence in the learning environment. It will include replacement of upholstery, repair of upholstery, and repair of seats utilized by students and staff.

Funds for this expenditure are budgeted in the Library Public Service budget for FY 2021 – 2022 and FY 2022 – 2023 pending Board approval of the budget.

10) Parts and Supplies (Purchase)

Purchase parts and supplies from **W. W. Grainger, Inc. / dba Grainger** (Austin, TX/McAllen, TX), a State of Texas Multiple Award Schedule (TXMAS), Sourcewell, and the Texas Association of School Boards – Buyboard purchasing cooperative approved vendor, for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$120,000.00, which is based on prior year expenditures.

Purpose – Facilities Operations and Maintenance is requesting parts and supplies, which will be purchased for the day-to-day operation of the College as needed.

Justification and Benefit – The parts and supplies are needed for electrical, plumbing, and air conditioning repairs throughout the College district. It will include some of the following items: tools, safety wear, fittings, batteries, tape, saw blades, cable ties, screws, repair kits, sealant, steel elbows, and various other parts and supplies.

Funds for this expenditure are budgeted in the Facilities Maintenance and various department budgets for FY 2022 – 2023 pending Board approval of the budget.

11)Public Adjuster Services Agreement (Purchase)

Purchase a public adjuster services agreement with **The Beneke Company Adjusters International** (Austin, TX) (New), a sole source vendor, for the period beginning August 1, 2022 through December 31, 2022, at an estimated total amount of \$50,000.00.

Purpose – The Office of Accountability Compliance and Risk Management is requesting public adjuster services for the Mid Valley Campus Building H windstorm damage and loss assessment.

Justification and Benefit – The public adjuster services are necessary for the windstorm damage and loss assessment at Mid Valley Campus Building H. The public adjuster will work with the College’s property insurance carrier in an effort to maximize payment on property damage claim.

Funds for the expenditure are budgeted in the Property Loss budget for FY 2021- 2022 and FY2022 – 2023 pending board approval of the budget.

12)Commercial Card Services (Accounts Payable Card) (Renewal)

Renew the commercial card services (accounts payable card) contract with PNC Bank (McAllen, TX), for the period beginning September 1, 2022 through August 31, 2023, at no charge to the College.

Purpose – The Business Office is requesting to renew the commercial card account which is used for vendor invoice payments and payments to vendors that do not accept purchase orders (registrations, subscriptions, software, etc.).

Justification and Benefit - The accounts payable (AP) card serves as an Accounts Payable Department payment solution which expedites payments to vendors. This card also reduces payment processing and statement reconciliation costs and time for the College. In addition, the program offers the College the potential to earn revenue share on payments made using the AP card. The revenue share is based on the rebate schedule set forth below.

Rebate Schedule		
Monthly Charge Volume		Rebate Percentage
Low	High	
\$1	\$250,000	1.00%
\$250,001	\$500,000	1.30%
\$500,001	\$750,000	1.40%
\$750,001	\$1,000,000	1.50%
\$1,000,001+		1.60%
Large Ticket/Reduced Interchange Transaction Rebate 0.70%		

Background – The contract for commercial cards services for the period beginning April 1, 2013 was approved at the March 26, 2013, Board of Trustees meeting. This is one of the services that is available under the Depository Services contract.

Since FY 2014, the Board of Trustees has approved one-year contract extensions. The total rebate received from April 1, 2013 through May 31, 2022 is \$610,490.58.

Fiscal Year	Rebate Amounts
FY 2015	\$38,976.69
FY 2016	\$53,275.14
FY 2017	\$86,235.21
FY 2018	\$121,724.22

Fiscal Year	Rebate Amounts
FY 2019	\$102,205.64
FY 2020	\$73,198.51
FY 2021	\$73,116.47
FY 2022 Sept-May	\$61,758.70

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

13) Elevator Maintenance Agreement (Renewal)

Renew the elevator maintenance agreement with **Otis Elevator Company** (Dallas, TX), a Texas Association of School Boards – Buyboard purchasing cooperative approved vendor for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$100,000.00, which is based on prior year expenditures.

Purpose – Facilities Operations and Maintenance is requesting to renew the elevator maintenance agreement for all the elevators district wide.

Justification and Benefit – The elevator maintenance agreement includes the regular examinations and repairs of all thirty-one (31) elevators located at all campuses. The services will be requested from the vendor by South Texas College - Facilities Operations and Maintenance as needed.

Funds for this expenditure are budgeted in the Mechanical Systems Maintenance budget for FY 2022 – 2023 pending Board approval of the budget.

14) Office Supplies (Renewal)

Renew the office supplies contracts for the period beginning October 1, 2022 through September 30, 2023, at an estimated total amount of \$300,000.00, which is based on prior year expenditures. The vendors are as follows:

Primary:	Gateway Printing & Office Supply, Inc. (Edinburg, TX)
Secondary:	Copy Plus, LLC. (McAllen, TX)

Purpose – The Instructional Programs and Support Services are requesting to renew the contracts for the purchase of office supplies which include but not limited to paper, pens, markers, folders, indexes, batteries, binders, labels, dividers, post it notes, tape, etc. These supplies are purchased as needed throughout the fiscal year.

Justification and Benefit – The office supplies are needed for the day-to-day operation of the College’s instructional program and support services departments. Consideration when purchasing products includes delivery services, pricing, and availability of items.

Background – The Board awarded the contract for office supplies at the August 25, 2020 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins on October 1, 2022 and ends September 30, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	8/25/20	10/1/20 – 9/30/21	2 – one year options
1 st Renewal	7/27/21		10/1/21 – 9/30/22
2 nd Renewal	7/26/22		10/1/22 – 9/30/23

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

Funds for this expenditure are budgeted in the various requesting department budgets for FY 2022 – 2023 pending Board approval of the budget.

B. Purchases and Renewals (B-c. Technology Items)

15) Online Digital Portfolio Application (Purchase)

Purchase an online digital portfolio application from **MeshNet, Inc./ dba MeshNet Licensing, Inc. and Suitable.co** (Philadelphia, PA) (New), a sole source vendor, for the period beginning August 1, 2022 through July 31, 2025, at a total amount of \$137,500.00. The annual payments are as follows: Year 1: \$49,500.00, Year 2: \$44,500.00, and Year 3: \$43,500.00.

Purpose – The Division of Academic Affairs is requesting to purchase an online digital portfolio application to promote and continue student engagement and lifelong learning to fostering a sense of belonging for South Texas College students.

Justification and Benefit – The South Texas College faculty requests a means of presenting student skills and learning through a digital portfolio application. The list of identified needs includes: student access with the ability to update information after graduation to promote lifelong learning, an ability to showcase acquired skills to employers and support matriculation to advanced degrees at no additional fee to students, badging, a Comprehensive Learner Records (CLR) to highlight awarded credentials and experiential learning, ease of use, alignment to instructional needs, sustainability, and authentic assessment data collection.

Funds for this expenditure are budgeted in the Learning Outcomes budget for FY 2021 – 2022 and FY 2022 – 2023 and FY 2023 – 2024 pending Board approval of the budget.

16) Service for Mobile Devices (Renewal)

Renew the service for mobile devices with **AT&T Mobility, LLC.** (Carol Stream, IL), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2022 through December 31, 2022, at an estimated total amount of \$52,480.00. The monthly subscription cost per device is \$40.00.

Purpose – Library Services is requesting to continue the service for three hundred twenty-eight (328) mobile broadband hotspots devices which are currently utilized by students. These devices are currently funded by a grant through August 31, 2022; therefore, it is critical to continue providing these services to students.

Justification and Benefit – These mobile devices will provide reliable broadband internet service to students, allowing home access to online courses and learning resources. Based on data, the students receiving a hotspot have achieved a higher grade point average and higher pass rate.

The renewal request has been reviewed by the Vice President of Information and Planning, Performance and Strategic Initiatives, and Vice President for Finance and Administrative Services.

Funds for this expenditure are budgeted in the Higher Education Emergency Relief Fund (HEEFE) Grant budget for FY 2022 – 2023 pending Board approval of the budget.

17) Syllabus Management Software (Renewal)

Renew the syllabus management software agreement with **Intellidemia, Inc.** (New York, NY), for the period October 1, 2022 through September 30, 2023, at a total amount of \$21,000.00.

Purpose – The Division of Academic Affairs – Curriculum and Student Learning is requesting to renew the syllabus management software. South Texas College faculty and administrators use the software for developing, modifying, updating, and tracking syllabi across the College.

Justification and Benefit – This software allows South Texas College to meet the requirements of House Bill 2504, which mandates that each institution of higher education make available to the public on the institution's Internet website a syllabus that satisfies any standard adopted by the institution, provides a brief description of each major course requirement, includes each major assignment and examination, lists any required or recommended reading, and provides a general description of the subject matter of each lecture. The institution shall make the information available by no later than the seventh day after the first day of classes for the semester or other academic term during which the course is offered.

Other benefits of the software system include the following:

- **Reporting to Accreditors:** Aggregate syllabus content from programs, departments, or the entire institution can be made available within seconds.
- **Consistency:** Institution-wide consistency can be achieved with syllabus templates. Changes, edits, and updates scale out to all syllabi, instantly.
- **Integration:** Single sign-on, LMS and SIS integration enables all faculty and other users to have a seamless user experience and it would boost the number of faculty and students using Blackboard.

- **Collaborate:** Faculty will maintain the freedom to author their syllabi while Deans, assistant Deans, and Chairs may monitor progress through audits and workflow.
- **Access:** Being cloud-based software means syllabi will be available on any device, anywhere, anytime.
- **ADA Accessibility:** Ensures all faculty syllabi contain technical requirements for accessibility by individuals with disabilities under the Americans with Disabilities Act (ADA) of 1990.
- **Time saving:** The software would alleviate the burden of managing multiple emails, Word templates, and hardcopy archival.
- **Other benefits:** We will possess the ability to quickly and easily compile information regarding learning outcomes and assessments.

Background – The Board awarded the contract for syllabus management software agreement at the September 25, 2018 Board of Trustees meeting for three years and two one-year annual renewals. The last renewal period begins October 1, 2022 and ends September 30, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	9/25/18	10/01/18 – 9/30/21	2 – one year options
1 st Renewal	10/26/21		10/01/21 – 9/30/22
2 nd Renewal	7/26/22		10/01/22 – 9/30/23

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

Funds for this expenditure are budgeted in the Curriculum and Student Learning budget for FY 2022 – 2023 pending Board approval of the budget.

C. Interlocal Agreements

18) Professional Development Services (Interlocal Agreement/Renewal)

Renew the professional development services with **Region One Education Service Center** (Edinburg, TX), through an interlocal agreement, for the period beginning September 1, 2022 through August 31, 2023, at a total amount of \$18,250.00.

Purpose – The Office of Professional and Organizational Development is requesting to renew the professional development services hosted services agreement which stores and tracks faculty and staff current or past trainings, workshops, meetings, and conferences. This system has been used by South Texas College since 2016 not only for workshop creation, but also for workshop registrations, evaluations, certifications, and SACSCOC reporting for all instructional programs and support services.

Justification and Benefit –The system facilitates professional development services (workshops and trainings) for South Texas College faculty and staff pre and post events. Faculty and staff are able to print their participation certificates as needed and upload

additional internal or external trainings required and information is stored in one central location for Academic Continuity or classification purposes. It also stores training evaluations, attendance logs, and contact information for presenters and participants. This software will also assist over thirty (30) instructional programs and support departments at South Texas College in complying with elements of their Institutional Effectiveness (IE) plans and goals. For example, one of the Office of Professional and Organizational Development objectives in the Institutional Effectiveness Plan is to leverage the online professional development system whereby 40% of all instructional programs and support services at South Texas College will be using the system at least once a month to communicate scheduled meetings and/or professional development. This objective also meets South Texas College's strategic goal of cultivating institutional excellence through a streamlined, well-structured, and efficient set of communication processes at the College. It is also used for National Alliance of Concurrent Enrollment Partnerships (NACEP) accreditation of all dual credit courses.

Funds for this expenditure are budgeted in the Office of Professional and Organizational Development budget for FY 2022 – 2023 pending Board approval of the budget.

19) Contract Training Agreement (Interlocal Agreement)

Approve a contract training agreement with **McAllen Independent School District** (McAllen, TX), through an interlocal agreement, for the period beginning August 1, 2022 through July 31, 2023, at no charge to the College.

Purpose – Continuing, Professional and Workforce Education is requesting to enter into a training agreement with the McAllen ISD Parent and Family Engagement Program for the FY 2022 – 2023 school year. McAllen ISD Parent and Family Engagement Program will pay the College the amount of \$82,378.20 for these services.

Justification and Benefit – The training services will include programs such as Cake Decorating, Floral Design, GED Spanish, CPR Training, Welding, Computer Skills, and Food Safety. The participants will be MISD parents identified by the MISD Parent and Family Engagement Program. Upon successful completion of training, participants will receive a certificate of completion.

The Finance, Audit, and Human Resources Committee recommended Board approval of the award of proposals, purchases, renewals, and interlocal agreements as listed below:

A. Award of Proposals

- 1) Childcare Services (Award):** award the proposal for childcare services for the period beginning September 1, 2022 through August 31, 2023, at an estimated total Carl Perkins Grant amount of \$105,500.00. The fifty-six (56) qualifying vendors are as follows:

Vendors (City, State)		
Angel Keepers (Alamo, TX) (New)	Blessings Learning Academy of Alamo, TX, Inc. (Alamo, TX)	iKids Academy (Alamo, TX)
Kids Point Academy (Alamo, TX) (New)	Kid'z First Child Care Center, Inc. #2 (Alton, TX)	Garza's Childcare and Development Center (Donna, TX)
Stepping Stones Day Care II (Donna, TX)	All About Kids Learning Center, LLC. (Edcouch, TX) (New)	Alma's Daycare Center (Edinburg, TX) (New)
Brighter Future Learning Center (Edinburg, TX)	Genesis Learning Center (Edinburg, TX)	My Little Tree House Learning Center (Edinburg, TX) (New)
The Children's College Learning Center (Edinburg, TX)	TCCLC North, Inc. (Edinburg, TX)	The Learning Journey Day School (Edinburg, TX)
VIP Learning Center (Edinburg, TX)	Bright Smiles Learning Center (Elsa, TX) (New)	Busy Bee Beehive Learning Center, LLC. (Elsa, TX)
Adventureland Academy #2, LLC. (McAllen, TX) (New)	Brackenridge Children's Center, LLC. (McAllen, TX)	Bright Beginnings (McAllen, TX)
Easter Seals Child Development (McAllen, TX)	Little Rockets Academy (McAllen, TX) (New)	Little Shining Star Daycare, Inc. (McAllen, TX)
Magic Child Development Daycare (McAllen, TX) (New)	MommyLand Bilingual Academy (McAllen, TX)	The Giving Tree S.T.E.M. Childcare, LLC. (McAllen, TX) (New)
Tony's Playhouse Discovery Center (McAllen, TX)	City Kids Academy (Mercedes, TX) (New)	Tiny Steps Learning Center (Mercedes, TX) (New)
Bright Beginnings Learning Center (Mission, TX)	His Little Ones Preschool and Daycare, LLC. (Mission, TX) (New)	Honey's Little Bee's Learning Center (Mission, TX)
Kidz Crusade Academy, LLC. (Mission, TX)	Little Lobos Daycare (Mission, TX) (New)	Little World Daycare and Learning Center, LLC. (Mission, TX) (New)
Love Bugs CEC (Mission, TX)	Martha A. Garcia Registered Childcare (Mission, TX)	Ready, Set, and Learn Daycare (Mission, TX)
Children's Garden Daycare (Palmview, TX)	Fisher Kids Academy (Palmview, TX)	Lily's Little Kids (Palmview, TX)

Vendors (City, State)			
Palmview Academy (Palmview, TX) (New)	Campanitas Day Care (Pharr, TX)	Evelyn N.K. Sackey-Walker (Pharr, TX) (New)	
Futuros Lideres Learning Center (Pharr, TX)	Kids Academy Daycare (Pharr, TX)	Kids Academy Daycare Center #2 (Pharr, TX)	
Little Explorers Development & Learning Center (Pharr, TX) (New)	Little Treasures Learning Center, LLC. (Pharr, TX) (New)	Royal Education Center (Pharr, TX)	
Kami's Cuddling Center (Rio Grande City, TX)	Learning Zone (Rio Grande City, TX)	Learning Zone II (Rio Grande City, TX)	
El Shaddi International Christian Day Care Center (Weslaco, TX)	Little Miracles Learning Center, LLC. (Weslaco, TX)		

- 2) **General Purpose Printing (Award):** award the proposal for general purpose printing for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$100,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor	Vendor
Border Press, Inc. (Brownsville, TX)	Capital Spectrum/ dba Communications Specialist, Inc. (Buda, TX)
Copy Craft/ dba Slate Group (Lubbock, TX) (New)	Copy Plus, LLC. (McAllen, TX)
FedEx Office and Print Services, Inc. (Plano, TX)	Gateway Printing (Edinburg, TX)
Promo Universal, LLC. (Corpus Christi, TX)	San Antonio Printing (McAllen, TX)
Taylor Print and Visual Impressions, Inc. (North Mankato, MN)	UBEO, LLC./ dba Copy Zone (McAllen, TX)

- 3) **Travel Services (Award):** award the proposal for travel services to **Echo Travel Agency** (Edinburg, TX), for the period beginning September 1, 2022 through August 31, 2023, with two one-year options to renew, at a service fee of \$35.00 per airline ticket;

B. Purchases and Renewals (B-a. Instructional Item)

- 4) **Welding Gases, Metals, and Supplies (Renewal):** renew the welding gases, metals, and supplies contracts for the period beginning October 1, 2022 through

September 30, 2023, at an estimated total amount of \$130,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor	Vendor
Fastenal Company (McAllen, TX)	Industrial Supplier Larey, Inc./ dba International Industrial Supply, Co. (Brownsville, TX)
Matheson (San Benito, TX)	Praxair Distribution, Inc. (McAllen, TX)
Rio Grande CAS (Edinburg, TX)	Rio Grande Steel (Edinburg, TX)
Triple-S Steel Supply, LLC./ dba Alamo Iron Works (San Antonio, TX)	

B. Purchases and Renewals (B-b. Non-Instructional Items)

- 5) **Air Condition Filters and Installation (Purchase):** purchase air condition filters and installation from **Joe W. Fly Company, Inc.** (Dallas, TX/Harlingen, TX), a Texas Association of School Boards – Buyboard and The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 1, 2022 through August 31, 2023, at an estimated total monthly amount of \$14,166.00 and an estimated total amount of \$169,992.00, which is based on prior year expenditures;
- 6) **Building Automation Control Equipment, Parts, and Equipment Maintenance (Purchase):** purchase building automation control equipment, parts, and equipment maintenance from **Siemens Industry, Inc.** (Buffalo Grove, IL/La Feria, TX), a Sourcewell and The Interlocal Purchasing System (TIPS) purchasing cooperative approved vendor, for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$95,000.00, which is based on prior year expenditures;
- 7) **Chiller Chemicals and Maintenance (Purchase):** purchase chiller chemicals and maintenance from **Kurita America, Inc.** (Minneapolis, MN), a State of Texas Purchasing and Support Services (TPASS) – Term Contract approved vendor, for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$87,000.00, which is based on prior year expenditures;
- 8) **Heating, Ventilation, and Air Conditioning (HVAC) Related Services (Purchase):** purchase heating ventilation, and air conditioning (HVAC) related services from **Pro Tech Mechanical, Inc.** (Corpus Christi, TX), The Interlocal Purchasing System (TIPS) purchasing cooperative approved vendor, for the period beginning August 26, 2022 through August 25, 2023, at an estimated total amount of \$50,000.00, which is based on prior year expenditures;
- 9) **Library Furniture Upholstery Services (Purchase):** purchase library furniture upholstery and repair services from **Library Design Systems, Inc.** (Houston, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning August 1, 2022 through July 31, 2023, at an estimated amount of \$50,000.00;
- 10) **Parts and Supplies (Purchase):** purchase parts and supplies from **W. W. Grainger, Inc. / dba Grainger** (Austin, TX/McAllen, TX), a State of Texas Multiple Award Schedule (TXMAS), Sourcewell, and the Texas Association of School Boards – Buyboard purchasing cooperative approved vendor, for the period

beginning September 1, 2022 and August 31, 2023, at an estimated total amount of \$120,000.00, which is based on prior year expenditures;

- 11)Public Adjuster Services Agreement (Purchase):** purchase a public adjuster services agreement with **The Beneke Company Adjusters International** (Austin, TX) (New), a sole source vendor, for the period beginning August 1, 2022 through December 31, 2022, at an estimated total amount of \$50,000.00;
- 12)Commercial Card Services (Accounts Payable Card) (Renewal):** renew the commercial card services (accounts payable card) contract with **PNC Bank** (McAllen, TX), for the period beginning September 1, 2022 through August 31, 2023, at no charge to the College;
- 13)Elevator Maintenance Agreement (Renewal):** renew the elevator maintenance agreement with **Otis Elevator Company** (Dallas, TX), a Texas Association of School Boards – Buyboard purchasing cooperative approved vendor, for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$100,000.00, which is based on prior year expenditures;
- 14)Office Supplies (Renewal):** renew the office supplies contracts for the period beginning October 1, 2022 through September 30, 2023, at an estimated total amount of \$300,000.00, which is based on prior year expenditures. The vendors are as follows:

Primary:	Gateway Printing and Office Supplies, Inc. (Edinburg, TX)
Secondary:	Copy Plus, LLC. (McAllen, TX)

B. Purchases and Renewals (B-c. Technology Items)

- 15)Online Digital Portfolio Application (Purchase):** purchase an online digital portfolio application from **MeshNet, Inc./ dba MeshNet Licensing, Inc.** (Philadelphia, PA) (New), a sole source vendor, for the period beginning August 1, 2022 through July 31, 2025, at a total amount of \$137,500.00. The annual payments are as follows: Year 1: \$49,500.00, Year 2: \$44,500.00, and Year 3: \$43,500.00;
- 16)Service for Mobile Devices (Renewal):** renew the service for mobile devices with **AT&T Mobility, LLC.** (Carol Stream, IL), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2022 through December 31, 2022, at an estimated total amount of \$52,480.00;
- 17)Syllabus Management Software (Renewal):** renew the syllabus management software agreement with **Intellidemia, Inc.** (New York, NY), for the period beginning October 1, 2022 through September 30, 2023, at a total amount of \$21,000.00;

C. Interlocal Agreements

- 18)Professional Development Services (Interlocal Agreement/Renewal):** renew the professional development services with **Region One Education Service Center** (Edinburg, TX), through an interlocal agreement, for the period beginning September 1, 2022 through August 31, 2023, at a total amount of \$18,250.00;

19)Contract Training Agreement (Interlocal Agreement): approve a contract training agreement with **McAllen Independent School District** (McAllen, TX), through an interlocal agreement, for the period beginning August 1, 2022 through July 31, 2023, at no charge to the College;

Recommend Action - The total for all award of proposals, purchases, renewals, and interlocal agreements is \$1,586,722.00.

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 award of proposals, purchases, renewals, and interlocal agreements totaling \$1,586,722.00 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

d. Approval to Disposal of Automotive Technology Program Donated Vehicles

Approval on disposal of three (3) automotive technology program donated vehicles from Ford Motor Company is requested.

Purpose – The Automotive Program in the Division of Business, Public Safety, and Technology and Fixed Asset/Inventory Department are requesting approval for the disposal of three (3) instructional vehicles donated by Ford Motor Company as per Policy #5125: Disposal of Surplus Property and for these assets to be removed from the College's fixed assets ledger as presented.

Justification – After many years of use, the vehicles are no longer beneficial for student instruction due to the age of the vehicles and change in technology.

The Ford Motor Company vehicle donation program requires that all donated vehicles that are no longer beneficial for student instruction be returned to or transferred at the time of disposal. When Ford Motor Company donates these vehicles to the College, it is with the understanding that the vehicles are strictly for student instruction and not to be driven on the road. In order for Ford Motor Company to assure that these vehicles will never be driven on the road, they require all instructional institutions return or transfer to an entity designated by the Ford Motor Company.

Ford Motor Company has requested that these vehicles be transferred to the McAllen Fire Department.

Enclosed Documents - A listing of the vehicles to be disposed/returned/transferred follows in the packet for Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services and Becky Cavazos, Director of Purchasing, attended the July 12, 2022 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

The Finance, Audit, and Human Resources Committee recommended Board approval of the disposal of three (3) automotive technology program donated from Ford Motor Company to the McAllen Fire Department and for these assets to be removed from the College's fixed assets ledger as presented.

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 disposal of three (3) automotive technology program donated from Ford Motor Company to the McAllen Fire Department and for these assets to be removed from the College's fixed assets ledger as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

**SOUTH TEXAS COLLEGE
DISPOSAL OF AUTOMOTIVE TECHNOLOGY PROGRAM DONATED FORD MOTOR COMPANY VEHICLES
JULY 26, 2022**

#	Year	Make	Model	VIN	Silver Tag	Prtag	Value	Net Value	Origination Tag Date	Tag Net Value
1	2001	Ford	Explorer Sport Track	1FMZU67ES1UB28823	0000009828	000011100	\$ 18,000.00	\$ -	4/11/2005	
2	2001	Ford	F150 Pickup Truck	1FTRX18L71KA28729	0000009788	000011098	\$ 14,365.00	\$ -	4/11/2005	
3	2001	Ford	Crown Victoria	2FAFP73W81X110530	0000007647	000008454	\$ 24,000.00	\$ -	10/1/2001	

Consent Agenda:

e. Approval of Proposed Budget Amendment for FY 2021 – 2022

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

The proposed budget amendment is necessary to fund and process transfers from the Unrestricted Fund to the Plant Funds for the purpose of funding capital improvement projects and deferred maintenance.

As a result of the proposed budget amendment, the total budgeted revenues and expenditures/fund balance for the Unrestricted and Plant Funds for Fiscal Year 2021 – 2022 will increase as follows:

**Fiscal Year 2021 - 2022
 Budgeted Revenues and Expenditures/Fund Balance Net Effect**

Fund	Exh.	Amended Budget	Proposed Amendment	Amended Budget
Unrestricted Fund	A	\$191,234,348	\$3,000,000	\$194,234,348
Unexpended Plant Fund – Construction	B	17,239,709	-	17,239,709
Renewals and Replacements Plant Fund	C	6,590,868	-	6,590,868

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 – Increase Unrestricted Fund Balance Carryover and Increase Unrestricted Fund Balance Transfer to Plant Funds

A budget amendment is proposed to increase the Unrestricted Fund Balance Carryover Allocations by \$3,000,000 for the purpose of transferring funds from the Unrestricted Fund Balance to the Unexpended Plant Fund - Construction and to the Renewals and Replacements Plant Fund, as follows:

**Fiscal Year 2021 - 2022
 Unrestricted Fund Balance Carryover Allocations**

Fund	Amended Budget	Proposed Amendment	Amended Budget
Unexpended Plant Fund – Construction	\$4,345,336	\$2,000,000	\$6,345,336
Renewals and Replacements Plant Fund	-	1,000,000	1,000,000

The budget amendment is proposed to transfer out from the Unrestricted Fund to the Unexpended Plant Fund – Construction and to the Renewals and Replacements Plant Fund in the amounts of \$2,000,000 and \$1,000,000, respectively.

2. Budget Amendment – Transfer Fund Balance from the Unrestricted Fund to the Plant Funds

A budget amendment is proposed to transfer fund balance from the Unrestricted Fund to the Plant Funds for the purpose of funding capital improvement projects and deferred maintenance, as follows:

- Transfer to the Unexpended Plant Fund - Construction from the Unrestricted Fund in the amount of \$2,000,000
- Transfer to the Renewals and Replacements Plant Fund from the Unrestricted Fund in the amount of \$1,000,000.

3. Summary of Proposed Transfer from Unrestricted Fund to Plant Funds

**Fiscal Year 2021 - 2022
 Summary of Proposed Transfers to Plant Funds**

Fund	Original Budget Transfer In/(Out)	Amendment Transfer In/(Out)	Amended Budget Total Transfer In/(Out)
Unrestricted Fund	\$ (3,500,000)	\$ (3,000,000)	\$ (6,500,000)
Unexpended Plant Fund - Construction	\$ 3,500,000	\$ 2,000,000	\$ 5,500,000
Renewals and Replacements Plant Fund	\$ -	\$ 1,000,000	\$ 1,000,000

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, presented the Proposed Budget Amendment for FY 2021 – 2022 to the Finance, Audit, and Human Resources Committee at their July 12, 2022 meeting.

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed budget amendment for FY 2021 – 2022 as presented.

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 Unrestricted Fund

Fiscal Year Ending August 31, 2022
AMENDED

Revenue Summary

Revenue Source and Carryover Allocations	Amended Budget	Budget Amendment	Amended Budget
Total State Appropriations	\$ 49,098,912	\$ -	\$ 49,098,912
Total Tuition	33,967,161	-	33,967,161
Total Fees	28,686,753	-	28,686,753
Total M&O Property Taxes	58,273,025	-	58,273,025
Total Other Revenues	6,437,408	-	6,437,408
Total HEERF Lost Revenue	7,738,146	-	7,738,146
Total Carryover Allocations	7,032,943	3,000,000	10,032,943
Total Revenues and Carryover Allocations	\$ 191,234,348	\$ 3,000,000	\$ 194,234,348

Expenditures Summary

Expenditures/Transfers & Reserves	Amended Budget	Budget Amendment	Amended Budget
Total Salaries	\$ 99,382,688	\$ -	\$ 99,382,688
Total Benefits	30,950,663	-	30,950,663
Total Operating	37,644,217	-	37,644,217
Total Travel	2,229,954	-	2,229,954
Total Capital Outlay	1,524,058	-	1,524,058
Total Expenditures	\$ 171,731,580	\$ -	\$ 171,731,580
Transfers & Reserves			
Transfer to Unexpended Plant Fund - Construction	3,500,000	2,000,000	5,500,000
Transfer to Renewals & Replacements Plant Fund	-	1,000,000	1,000,000
Transfer to CE Unexpended Plant Fund	845,336	-	845,336
Transfer to Office of ITED	865,581	-	865,581
Contingency Fund	2,000,000	-	2,000,000
Fund Balance Reserve	4,553,705	-	4,553,705
HEERF Fund Balance Reserve	7,738,146	-	7,738,146
Total Transfers & Reserves	19,502,768	3,000,000	22,502,768
Total Expenditures/Transfers & Reserves	\$ 191,234,348	\$ 3,000,000	\$ 194,234,348

South Texas College Unexpended Plant Fund - Construction

Fiscal Year Ending August 31, 2022
AMENDED

Revenue Summary

Revenue Source and Fund Balance Allocations	Amended Budget	Budget Amendment	Amended Budget
Interest	\$ 35,224	\$ -	\$ 35,224
Transfer In from Unrestricted Fund	3,000,000	2,000,000	5,000,000
Transfer In from Unrestricted Fund Continuing Ed	1,345,336	-	1,345,336
Fund Balance Deduction	12,859,149	(2,000,000)	10,859,149
Total Revenues	\$ 17,239,709	\$ -	\$ 17,239,709

Expenditure Summary

Expenditures/Reserves	Amended Budget	Budget Amendment	Amended Budget
Projected Draws for Approved Projects	\$ 12,931,338	\$ -	\$ 12,931,338
Fund Balance Addition	4,308,371	-	4,308,371
Total Expenditures	\$ 17,239,709	\$ -	\$ 17,239,709

South Texas College Renewals and Replacements Plant Fund

Fiscal Year Ending August 31, 2022
AMENDED

Revenue Summary

Revenue Source	Original Budget	Increase / (Decrease)	Amended Budget
Fund Balance Deduction	\$ 6,590,868	\$ (1,000,000)	\$ 5,590,868
Transfers In from Unrestricted Fund	-	1,000,000	1,000,000
Total Revenues	\$ 6,590,868	\$ -	\$ 6,590,868

Expenditure/Fund Balance Summary

Expenditures/Reserve	Original Budget	Increase / (Decrease)	Amended Budget
Renewals and Replacements Expenditures	\$ 6,590,868	\$ -	\$ 6,590,868
Fund Balance Addition	-	-	-
Total Expenditures/Reserve	\$ 6,590,868	\$ -	\$ 6,590,868

South Texas College

Proposed Budget Amendment for FY 2021 - 2022

July 12, 2022

MARIA G. ELIZONDO, MBA, CPA, CFE, CGMA

VICE PRESIDENT FOR FINANCE AND ADMINISTRATIVE SERVICES

1

Summary of Proposed Budget Amendment

Budgeted Revenues and Expenditures/Fund Balance Net Effect

Fund	Amended Budget	Proposed Amendment	Amended Budget
Unrestricted Fund	\$191,234,348	\$3,000,000	\$194,234,348
Unexpended Plant Fund - Construction	17,239,709	-	17,239,709
Renewals and Replacements Plant Fund	6,590,868	-	6,590,868

2

Unrestricted Fund

3

Summary of Budget Changes Unrestricted Fund – Revenues and Carryover Allocations

Revenue Source	Increase/ (Decrease)	Description
Carryover Allocations	\$3,000,000	To transfer funds from the Unrestricted Fund Balance to the Unexpended Plant Fund – Construction and the Renewals and Replacements Plant Fund
Total Carryover Allocations Increase	\$3,000,000	

4

**Proposed Budget Amendment Summary
Unrestricted Fund**

Revenue Summary

Revenue Source and Carryover Allocations	Amended Budget	Budget Amendment	Amended Budget
Total State Appropriations	\$ 49,098,912	\$ -	\$ 49,098,912
Total Tuition	33,967,161	-	33,967,161
Total Fees	28,686,753	-	28,686,753
Total M&O Property Taxes	58,273,025	-	58,273,025
Total Other Revenues	6,437,408	-	6,437,408
Total HEERF Lost Revenue	7,738,146	-	7,738,146
Total Carryover Allocations	7,032,943	3,000,000	10,032,943
Total Revenues and Carryover Allocations	\$ 191,234,348	\$ 3,000,000	\$ 194,234,348

5

**Summary of Budget Changes
Unrestricted Fund – Transfers & Reserves**

Transfers & Reserves	Increase/ (Decrease)	Description
Transfer to Unexpended Plant Fund – Construction	\$2,000,000	Transfer from Unrestricted Fund to Unexpended Plant Fund – Construction for capital improvement projects
Transfer to Renewals & Replacements Plant Fund	1,000,000	Transfer from Unrestricted Fund to Renewals & Replacements Plant Fund for deferred maintenance
Total Transfers & Reserves Increase	\$3,000,000	

6

**Proposed Budget Amendment Summary
Unrestricted Fund
Expenditures Summary**

Expenditures/Transfers & Reserves	Amended Budget	Budget Amendment	Amended Budget
Total Salaries	\$ 99,382,688	\$ -	\$ 99,382,688
Total Benefits	30,950,663	-	30,950,663
Total Operating	37,644,217	-	37,644,217
Total Travel	2,229,954	-	2,229,954
Total Capital Outlay	1,524,058	-	1,524,058
Total Expenditures	\$ 171,731,580	\$ -	\$ 171,731,580
Transfers & Reserves			
Transfer to Unexpended Plant Fund - Construction	3,500,000	2,000,000	5,500,000
Transfer to Renewals & Replacements Plant Fund	-	1,000,000	1,000,000
Transfer to CE Unexpended Plant Fund	845,336	-	845,336
Transfer to Office of ITED	865,581	-	865,581
Contingency Fund	2,000,000	-	2,000,000
Fund Balance Reserve	4,553,705	-	4,553,705
HEERF Fund Balance Reserve	7,738,146	-	7,738,146
Total Transfers & Reserves	19,502,768	3,000,000	22,502,768
Total Expenditures/Transfers & Reserves	\$ 191,234,348	\$ 3,000,000	\$ 194,234,348

7

Plant Fund



8

**Summary of Budget Changes
Transfer Fund Balance to Plant Funds**

Plant Fund	Increase/ (Decrease)	Description
Transfer to Unexpended Plant Fund – Construction	\$2,000,000	Transfer from Unrestricted Fund Balance to Plant Fund for capital improvement projects
Transfer to Renewals and Replacements Plant Fund	1,000,000	Transfer from Unrestricted Fund Balance to Plant Fund for deferred maintenance
Total Transfer to Plant Funds	\$3,000,000	

9

**Proposed Budget Amendment Summary
Unexpended Plant Fund**

Revenue Summary

Revenue Source and Fund Balance Allocations	Amended Budget	Budget Amendment	Amended Budget
Interest	\$ 35,224	\$ -	\$ 35,224
Transfer In from Unrestricted Fund	3,000,000	2,000,000	5,000,000
Transfer In from Unrestricted Fund Continuing Ed	1,345,336	-	1,345,336
Fund Balance Deduction	12,859,149	(2,000,000)	10,859,149
Total Revenues	\$ 17,239,709	\$ -	\$ 17,239,709

Expenditure Summary

Expenditures/Reserves	Amended Budget	Budget Amendment	Amended Budget
Projected Draws for Approved Projects	\$ 12,931,338	\$ -	\$ 12,931,338
Fund Balance Addition	4,308,371	-	4,308,371
Total Expenditures	\$ 17,239,709	\$ -	\$ 17,239,709

10

**Proposed Budget Amendment Summary
Renewals and Replacements Plant Fund**

Revenue Summary

Revenue Source	Original Budget	Increase / (Decrease)	Amended Budget
Fund Balance Deduction	\$ 6,590,868	\$ (1,000,000)	\$ 5,590,868
Transfers In from Unrestricted Fund	-	1,000,000	1,000,000
Total Revenues	\$ 6,590,868	\$ -	\$ 6,590,868

Expenditure/Fund Balance Summary

Expenditures/Reserve	Original Budget	Increase / (Decrease)	Amended Budget
Renewals and Replacements Expenditures	\$ 6,590,868	\$ -	\$ 6,590,868
Fund Balance Addition	-	-	-
Total Expenditures/Reserve	\$ 6,590,868	\$ -	\$ 6,590,868

11

Thank You

Questions?

12

Discussion and Action as Necessary to Implement a Four-and-a-Half-Day Work Week Schedule Starting August 1, 2022 and Ending on August 31, 2023

Approval to extend the current pilot four-and-a-half-day work week schedule starting August 1, 2022 and ending August 31, 2023, is requested.

Purpose – To revise working hours starting on August 1, 2022 and ending on August 31, 2023, to a four-and-a-half-day work week schedule, while still meeting the forty (40) hour work week requirement. This time period will address the entire Fiscal Year of 2022-2023.

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 – On April 13, 2022, a survey was released to all employees to gain feedback regarding interest in the four-and-a-half-day work week. Feedback was positive and the four-and-a-half-day work week pilot was launched on May 16, 2022 after Board approval at the May 12, 2022 Special Board meeting.

A second survey was released on June 27, 2022 to gain feedback from employees regarding the actual experience of the four-and-a-half-day work week. Feedback was again positive and 83% of employees who responded showed interest in extending the schedule and 7% of employees responded that they were neutral.

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

- Employee Satisfaction Factors
 - Work Productivity (Exhibit A-1)
 - Work/Life Balance (Exhibit A-2)
 - Lunch Schedules (Exhibit A-3)
 - Longer Weekend (Exhibit A-4)
 - Employee Morale (Exhibit A-5)
- Extension to Fall Semester (Exhibit B)
- Extension to Spring Semester (Exhibit C)

All employees of the College were asked to participate in the survey and 465 responses were received by July 1st.

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

Recommendation – Administration recommends that employees work with their supervisors to continue implementing the four-and-a-half-day work week based on one of the previously approved schedules below 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.

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

Mary Elizondo, Vice President for Finance and Administrative Services will be present at the Board Meeting to address any questions.

On July 12, 2022, the Finance, Audit, and Human Resources Committee did not make a recommendation on this item, asking that it be presented for deliberation by the full 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 approves and authorizes extending the current four-and-a-half-day work week schedule for August 1, 2022 through August 31, 2023.

Approval Recommended:

Dr. Ricardo J. Solis
President

Exhibit A-1

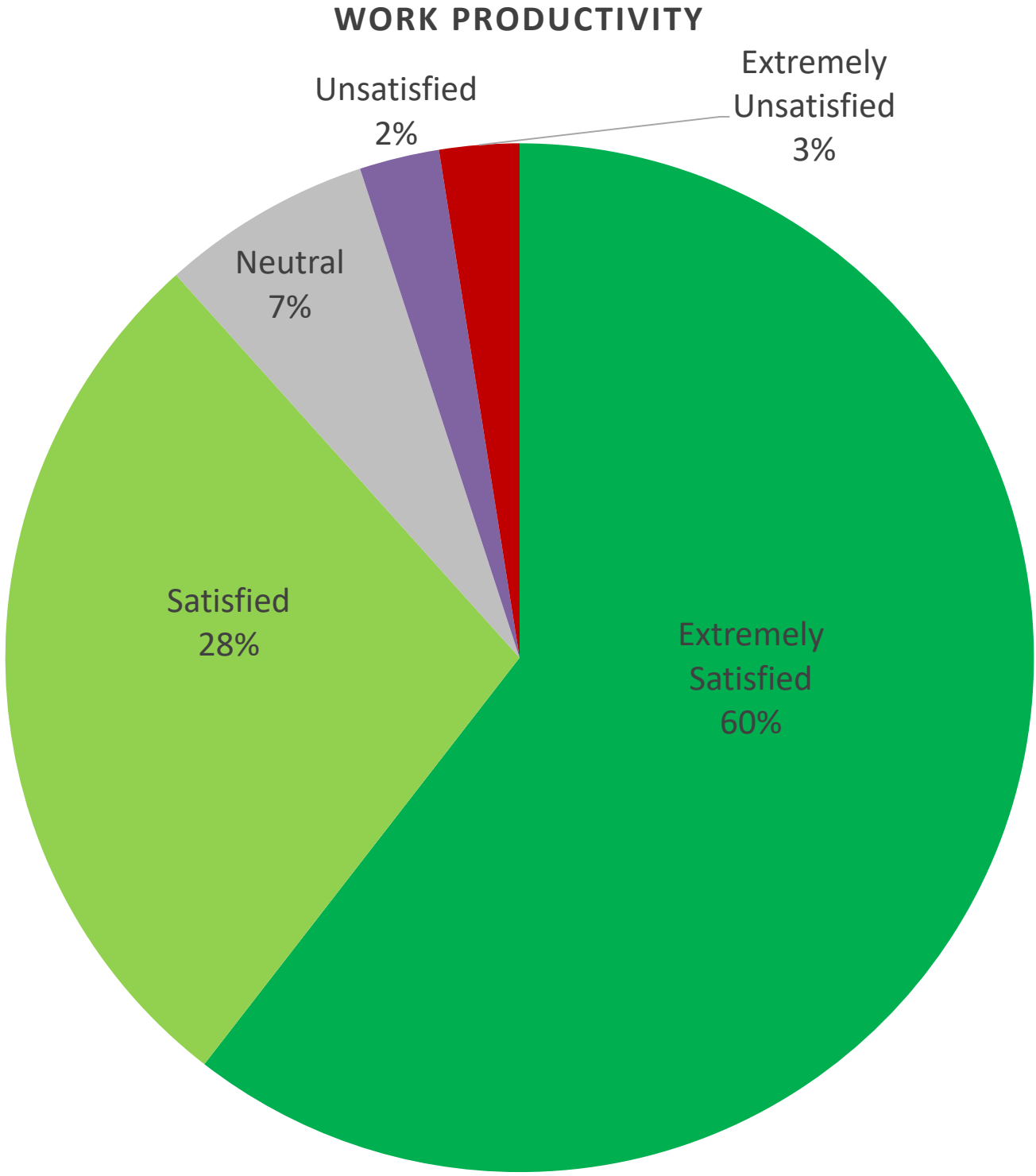


Exhibit A-2

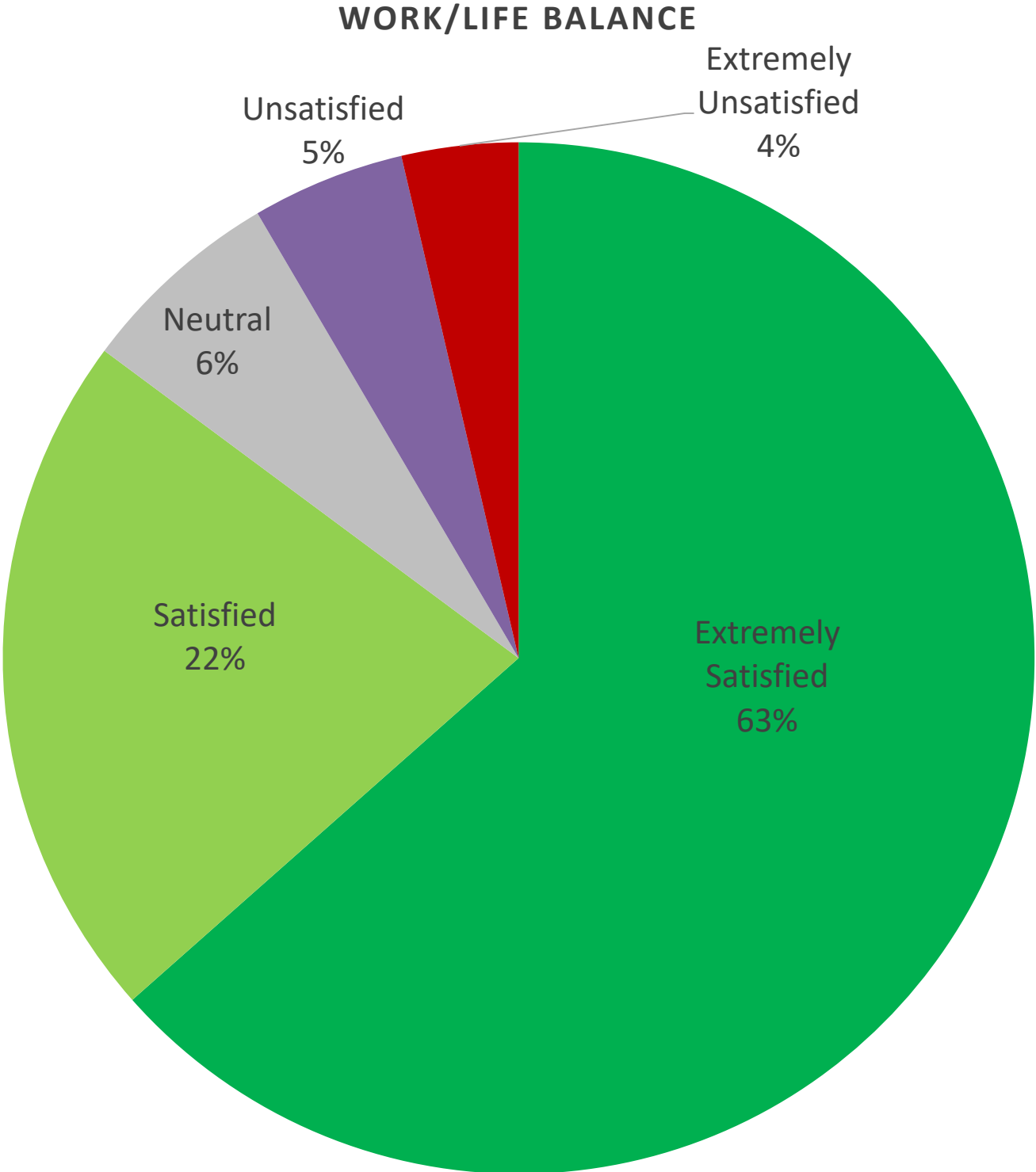


Exhibit A-3

LUNCH SCHEDULES

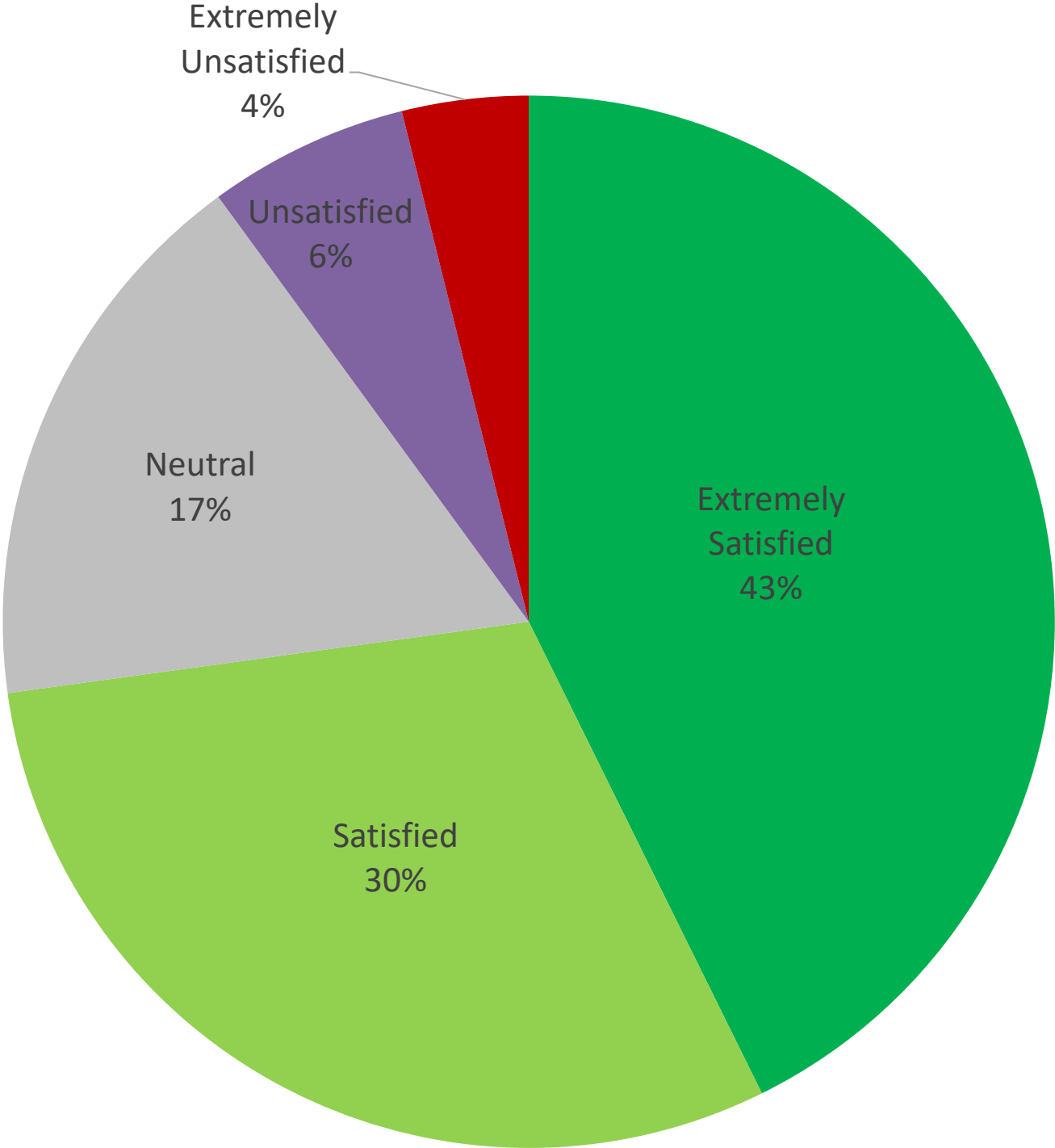


Exhibit A-4

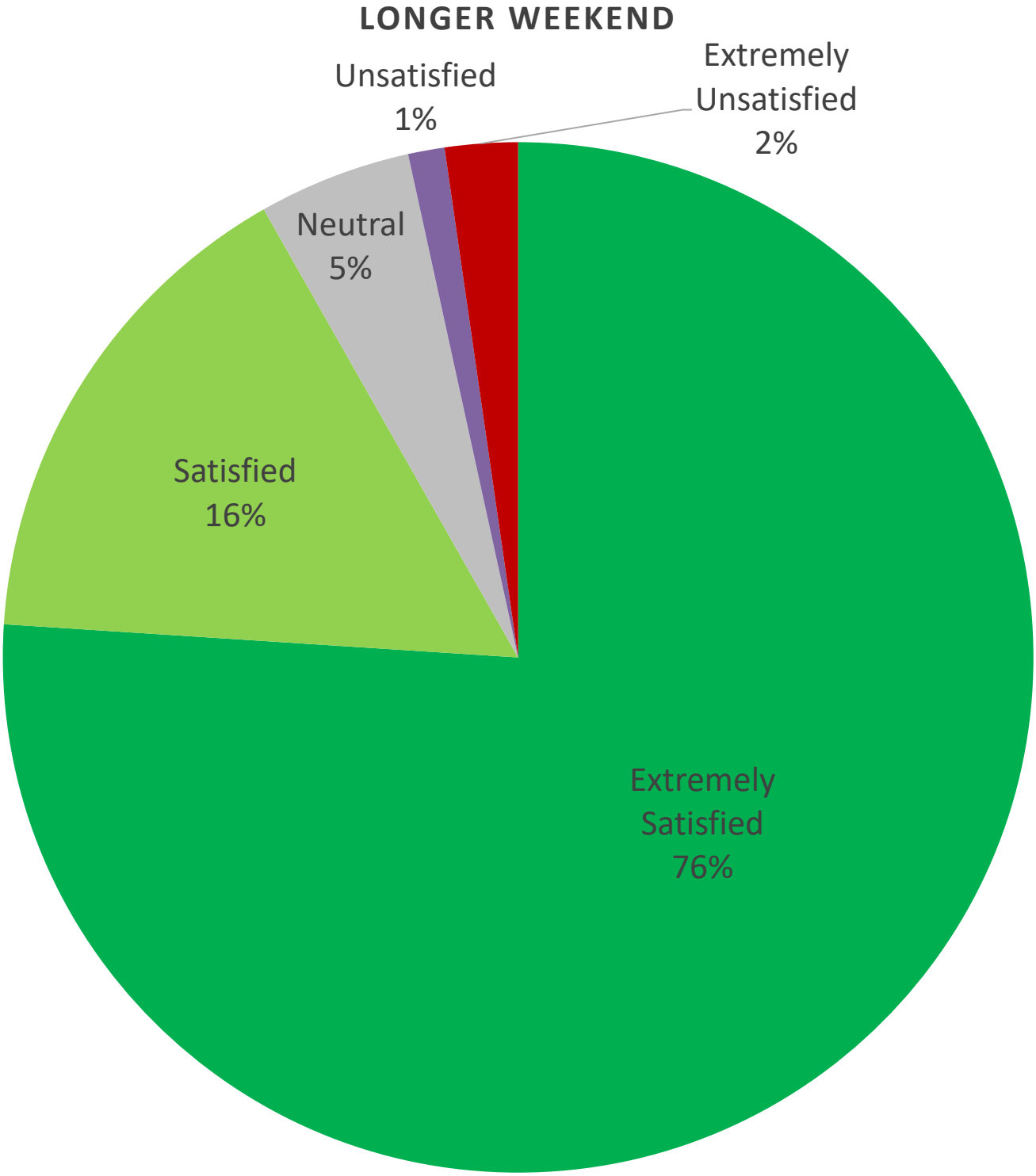


Exhibit A-5

EMPLOYEE MORALE

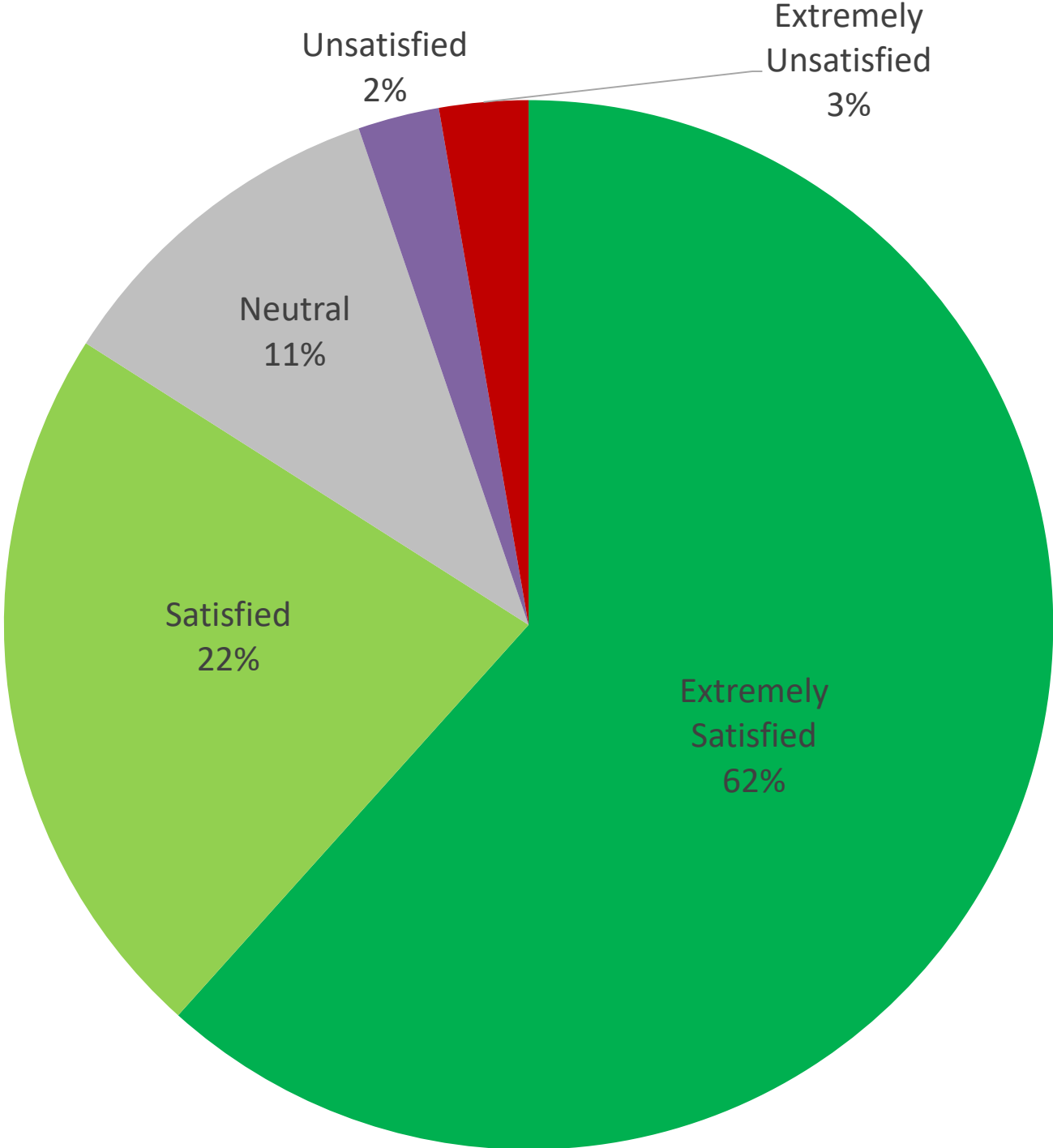


Exhibit B

EXTEND TO FALL SEMESTER

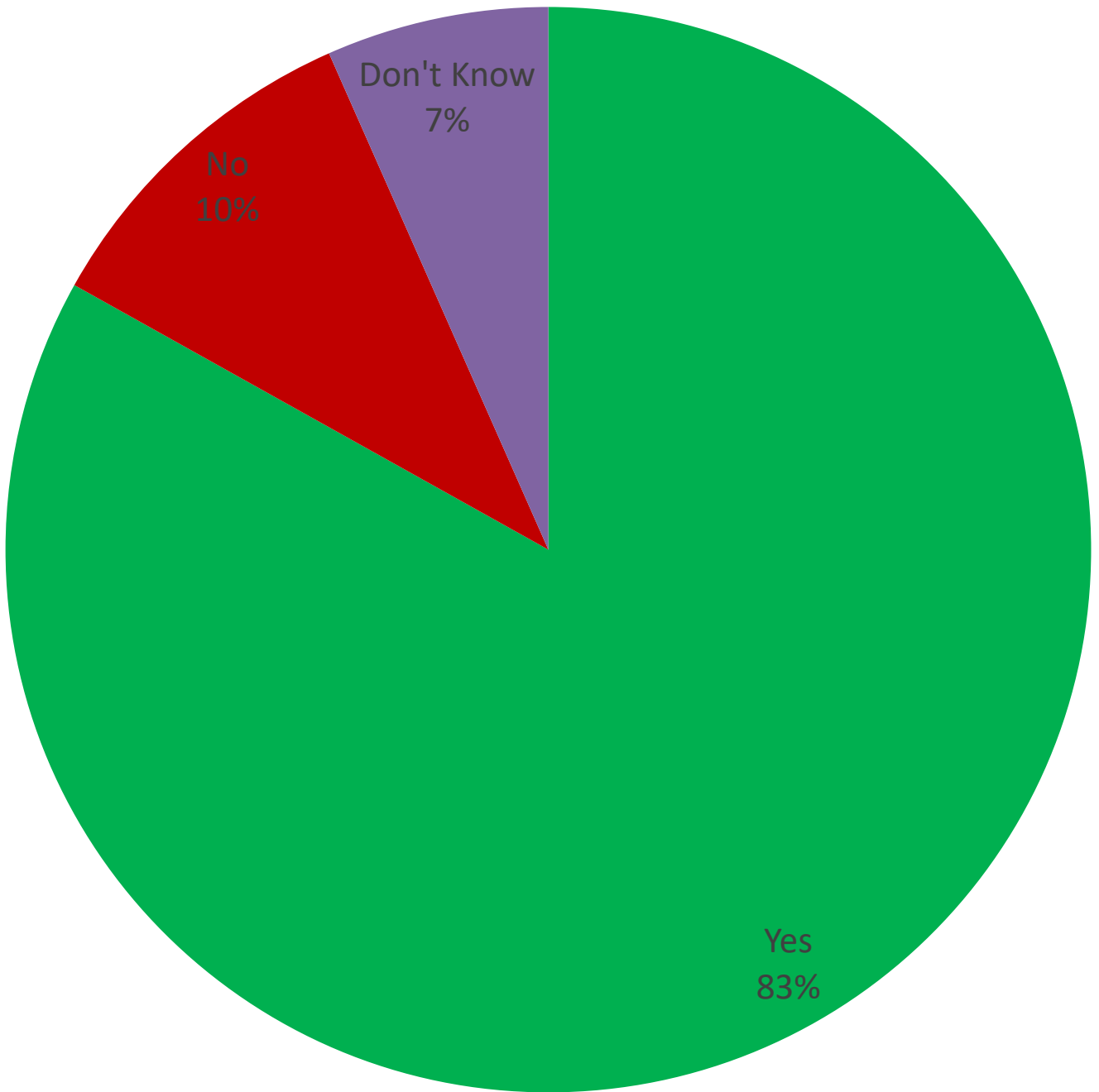
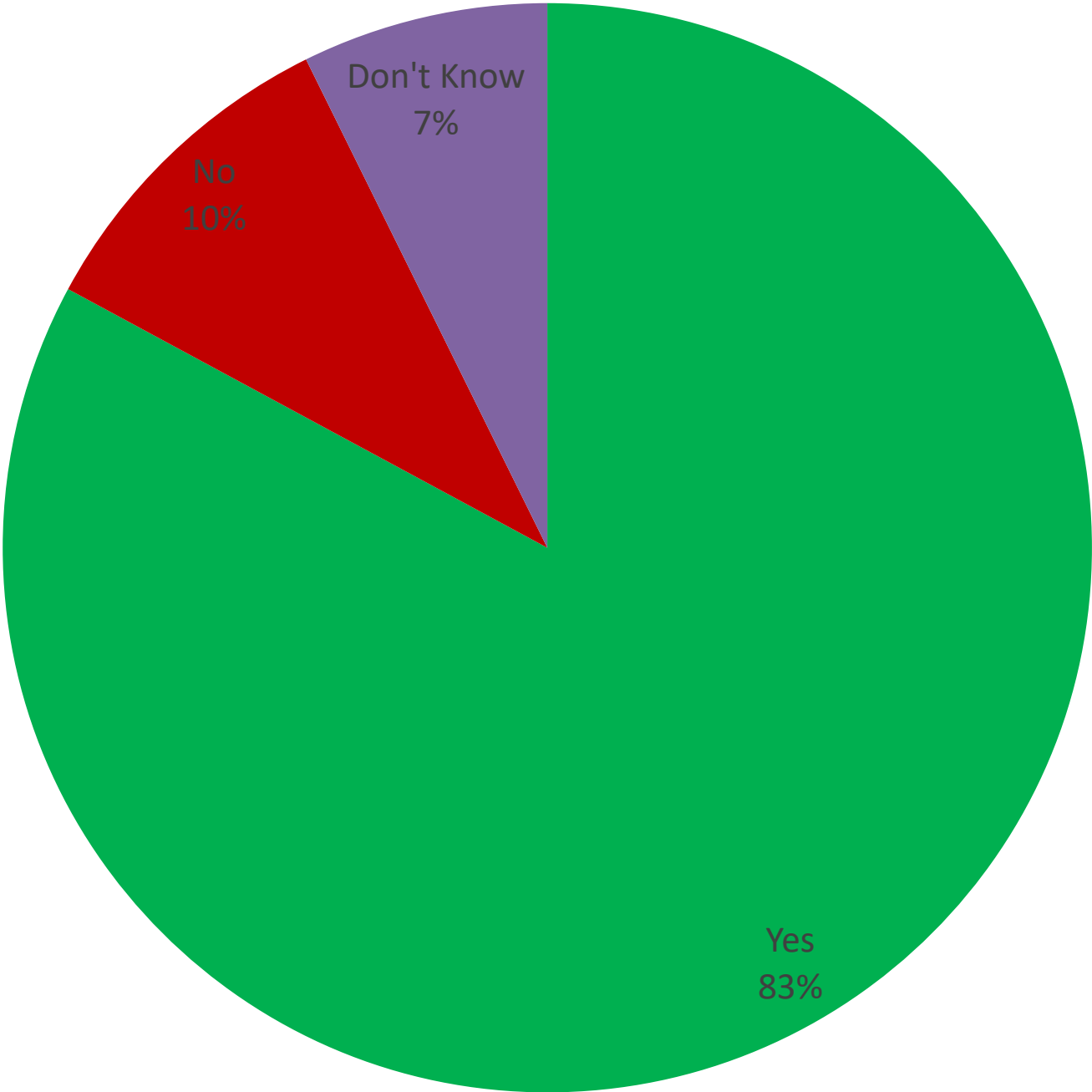


Exhibit C

EXTEND TO SPRING SEMESTER



Review and Action as Necessary on Consent Agenda Items from the Facilities Committee

The following Consent Agenda item was thoroughly discussed by the Facilities Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on the item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believes that all questions raised during the Committee discussion of Consent Agenda item were resolved to the Committee's satisfaction at the meeting, and the item is presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

Any trustee may the item be removed from the Consent Agenda for further discussion. Otherwise, the Board is asked to formally act on the full consent agenda, according to the details and recommended action presented for the item in the following pages

The Facilities Committee recommended Board action on the following item as presented.

- b. Approval of Final Completion of the District Wide Automatic Door Openers Phase IV

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 approve and authorize item a of the Facilities Committee Consent Agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

a. Approval of Final Completion of the District Wide Automatic Door Openers Phase IV

Approval of final completion of the District Wide Automatic Door Openers Phase IV is requested.

	Project	Completion Recommended	Date Received
1.	District Wide Automatic Door Openers Phase IV Project No. 2020-019C Engineer: Ethos Engineering Contractor: R. E. Friedrichs Company	Final Completion Recommended	July 7, 2022

This project was initiated to provide various building entrances with accessibility upgrades. It has been reviewed by the Facilities Planning & Construction and Facilities Operations & Maintenance departments, and Administration. This project was scheduled as a necessary improvement to install automatic door openers to improve access to building entrances district wide for users with disabilities, who may have difficulties opening doors, and for assisting safety precautions. This is the fourth and final phase of this project to upgrade all College facilities.

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with R. E. Friedrichs Company be approved. The original cost approved for this project was \$53,000.

The following table summarizes the current budget status:

District Wide Automatic Door Openers Phase IV					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$60,000	\$53,000	\$0	\$53,000	\$43,225	\$9,775

On July 7, 2022, Ethos Engineering verified that all punch list items were completed.

Enclosed Documents

A copy of the final completion letter and photos are enclosed for the Board's review and information.

The Facilities Committee recommended Board approval of final completion and release of final payment of \$9,775 to R. E. Friedrichs Company for the District Wide Automatic Door Openers Phase IV as presented.

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 final completion and release of final payment of \$9,775 to R. E. Friedrichs Company for the District Wide Automatic Door Openers Phase IV as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

District Wide Automatic Door Openers Ph IV



Pecan Campus Building M



Starr County Campus Building C



1126 South Commerce St.
Harlingen, TX 78550
Off: (956) 230-3435
Fax: (956) 720-0830
www.ethoseng.net

July 07, 2022

Attn: Sam Saldana
South Texas College
3201 W Pecan Blvd., Bldg. N
McAllen, TX 78501
Project: STC DW Auto Doors Phase IV

RE: Final Completion Letter Executed by Engineer

Mr. Saldana:





To the best of my knowledge, experience, information, and based on our multiple onsite visits, REFCO has completed the scope of work on the project referenced above and was conducted in accordance with the construction documents.

Please let us know should you have any questions.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "G. Quintanilla", written in a cursive style.

Guillermo Quintanilla
Principal
Ethos Engineering, Inc.
C (956) 564.2811
O (956) 230.3435
gquin@ethoseng.net

Project Name: District Wide - Automatic Door Openers Phase IV		Project No.: 2020-019C					
Funding Source(s): Unexpended Plant Fund							
	FY19-20		FY 20-21		FY 21-22		
	<u>Variance of</u>		<u>Variance of</u>		<u>Variance of</u>		<u>Total Actual</u>
	<u>FY 19-20</u>	<u>Project Budget</u>	<u>FY 20-21</u>	<u>Project Budget</u>	<u>FY 21-22</u>	<u>Project Budget</u>	<u>To Date</u>
	<u>Actual</u>	<u>vs. Actual</u>	<u>Actual</u>	<u>vs. Actual</u>	<u>Actual</u>	<u>vs. Actual</u>	<u>Expenditures</u>
	<u>Project Budget</u>	<u>Expenditures</u>	<u>Project Budget</u>	<u>Expenditures</u>	<u>Project Budget</u>	<u>Expenditures</u>	<u>Expenditures</u>
Construction:	\$ 85,000.00	\$ -	\$ 85,000.00	\$ -	\$ 60,000.00	\$ 43,225.00	\$ 43,225.00
Design	8,500.00	-	8,500.00	5,567.50	2,000.00	2,000.00	5,567.50
Miscellaneous:	2,500.00	879.00	1,621.00	1,620.00	-	-	879.00
FFE:	-	-	-	-	-	-	-
Technology:	-	-	-	-	-	-	-
Total:	\$ 96,000.00	\$ 879.00	\$ 95,121.00	\$ 5,567.50	\$ 62,000.00	\$ 43,225.00	\$ 18,775.00
Total Actual Expenditures To Date							
\$ 49,671.50							
Project Team				Board Status			
Approval to Solicit Architect/Engineer:	10/29/2019			Board Approval of Schematic Design	NA		
Architect/Engineer:	Ethos Engineering, LLC			Substantial Completion	5/5/2022		
Contractor:	R.E. Friedrich Co.			Final Completion	TBD		
STC FPC Project Manager:	Samuel Saldana			Board Acceptance	6/28/2022		
Project Description				Project Scope			
Provide automatic door openers district wide to main entrances to assist with easier accessibility for students and staff.				Add eight (8) automatic door openers district wide to the Pecan, Mid Valley, Nursing & Allied Health, and Starr County campuses to complete the final phase for this project.			
Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect / Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approved Substantial Completion Date	Board Approved Final Completion Date	FFE Completion of Move In
10/27/2020	5/26/2020	N/A	7/27/2021	10/25/2021	6/28/2022	7/26/2022	N/A
Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2019-20	\$ -	\$ -	\$ 879.00	\$ -	\$ -	\$ 879.00	
2020-21	-	5,567.50	-	-	-	\$ 5,567.50	
2021-22	43,225.00	-	-	-	-	\$ 43,225.00	
Project Total	\$ 43,225.00	\$ 5,567.50	\$ 879.00	\$ -	\$ -	\$ 49,671.50	
Current Agenda Item							
07/12/2022 Facilities Committee Meeting: Review and Recommend Action on Approval of Final Completion for the District Wide Automatic Doors Phase IV.							
		Mid-Valley				Nursing & Allied Health	
		Pecan Campus				Starr County Campus	

FPC Project Manager

[Signature]

FPC Asst. Director

[Signature]

FPC Director

[Signature]

Update on Status of Unexpended Plant Fund Construction Projects and Renewals & Replacements Projects

The Facilities Planning and Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement and renewals & replacements project currently in progress, including a categorization based on priority. Mary Elizondo and Rick de la Garza will be present to respond to questions and address concerns of the Board.

South Texas College
 Unexpended Plant Fund - Capital Improvement Projects (CIP)
 Project Status
 FY 2021 - 2022

#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor
Pecan Campus																			
1	Business and Science Building G Classroom Renovation	SS									●	\$ 179,677	\$ 177,495	\$ 2,182	\$ 14,450	Completed	N/A	EGV Architects	Tri-Gen Construction
2	Student Services Building K Renovations	TBD	●									\$ 26,200	\$ -	\$ 26,200	\$ 26,200	Low	TBD	Approval of Schematic Design	TBD
3	Library Building F Renovation and Expansion	DV			●							\$ 4,289,187	\$ 857,318	\$ 3,431,869	\$ 3,778,000	High	TBD	TBD	ERO Architects
4	New Continuing Education Building	TBD		●								\$ 398,160	\$ -	\$ 398,160	\$ 398,160	Low	July 2022	Approval to Solicit for Architectural Services	TBD
5	Ann Richards Administration Building A Renovation of Administration Offices	DV			●							\$ 660,000	\$ 1,199	\$ 658,801	\$ 660,000	Low	August 2022	Approval of Construction Services	The Warren Group Architects
6	North Academic Humanities Building P Renovations for Administrative and Support Services Office	DV		●								\$ 1,034,110	\$ 456	\$ 1,033,654	\$ 1,034,110	Low	August 2022	Approval on Schematic Design	Able City, LLC
7	Pecan Campus Kinesiology Building Phase I	SS		●								\$ 3,240,000	\$ 446	\$ 3,239,554	\$ 3,240,000	Low	November 2022	Approval of Schematic Design	Boultinghouse Simpson Gates Architects
8	Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs	MV			●							\$ 4,536,000	\$ 456	\$ 4,535,544	\$ 4,536,000	Low	November 2022	Approval of Schematic Design	DRW Architects
Pecan Campus Subtotal												\$ 6,587,334	\$ 1,036,468	\$ 5,550,866	\$ 5,910,920				
Pecan Plaza																			
9	West Building C Kinesiology Renovation	MV									●	\$ 207,841	\$ 189,248	\$ 18,593	\$ 55,000	Completed	N/A	Alvarado Architects & Assoc.	Tri-Gen Construction
10	East Building B Dance Studio Improvements	SS	●									\$ 51,250	\$ -	\$ 51,250	\$ 51,250	Low	TBD	TBD	TBD
11	Human Resources Building A Renovation	RG									●	\$ 15,108	\$ 24,240	\$ (9,132)	\$ 5,000	Completed	N/A	N/A	O&M
Pecan Plaza Subtotal												\$ 274,199	\$ 213,488	\$ 60,711	\$ 111,250				
Mid-Valley Campus																			
12	Workforce Center Building D Welding Expansion	MV				●						\$ 114,600	\$ 2,289	\$ 112,311	\$ 114,600	High	December 2022	Approval of Construction Services	PBK Architects
13	Workforce Center Building D Automotive Lab Expansion	MV				●						\$ 208,350	\$ 5,316	\$ 203,034	\$ 208,350	High	December 2023	Approval of Construction Services	PBK Architects
14	Workforce Center Building D HVAC-R Classroom and Outdoor Covered Area	MV				●						\$ 124,000	\$ 2,475	\$ 121,525	\$ 124,000	High	December 2024	Approval of Construction Services	PBK Architects
15	Center for Learning Excellence Building A Renovation of Existing Cafeteria to Culinary Arts Instructional Kitchen	MV					●					\$ 110,745	\$ 31,522	\$ 79,223	\$ 110,745	High	December 2022	Approval of Substantial Completion	Boultinghouse Simpson Gates Architects
Mid Valley Campus Subtotal												\$ 557,695	\$ 41,602	\$ 516,093	\$ 557,695				

South Texas College
 Unexpended Plant Fund - Capital Improvement Projects (CIP)
 Project Status
 FY 2021 - 2022

#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor	
Technology Campus																				
16	Emerging Technologies Building A & Advanced Technical Careers Building B Renovation (Master Plan Only)	SS									●	\$ 172,195	\$ 12,000	\$ 160,195	\$ 127,500	Completed	N/A	EGV Architects	TBD	
17	Welding Lab Expansion Building	SS			●							\$ 115,800	\$ 456	\$ 115,344	\$ 115,800	High	August 2022	Approval of Schematic Design	EGV Architects	TBD
18	Advanced Technical Careers Building B Automotive Lab Exhaust System	MV	●									\$ 200,500	\$ -	\$ 200,500	\$ 200,500	Low	TBD	TBD	Ethos Engineering, LLC	TBD
19	Exterior Solar Panels Structure	SS			●							\$ 103,100	\$ 1,184	\$ 101,916	\$ 103,100	High	August 2022	Approval of Construction Services	SAMES, Inc	TBD
Technology Campus Subtotal												\$ 591,595	\$ 13,640	\$ 577,955	\$ 546,900					
Nursing and Allied Health Campus Subtotal																				
20	East Building A Student Services Renovation	SS									●	\$ 425	\$ 327,633	\$ (327,208)	\$ 425	Completed	N/A	Gignac & Associates, LLP	Holchemont	
21	East Building A Occupational Therapy Kitchen Lab Expansion	SS			●							\$ 73,500	\$ 456	\$ 73,044	\$ 73,500	High	September 2022	Approval of Construction Services	Negrete & Kolar Architects, LLP	TBD
Nursing and Allied Health Campus Subtotal												\$ 73,925	\$ 328,089	\$ (254,164)	\$ 73,925					
Starr County Campus																				
22	Workforce Center Building D Welding Expansion	MV				●						\$ 139,000	\$ 27,467	\$ 111,533	\$ 139,000	High	August 2022	Approval of Construction Services	Gignac & Associates, LLP	TBD
23	Workforce Building D Automotive Expansion	MV				●						\$ 243,100	\$ 8,655	\$ 234,445	\$ 243,100	High	August 2022	Approval of Construction Services	Able City, LLC	TBD
24	North Academic Building C HVAC-R Classroom and Outdoor Covered Area	MV				●						\$ 31,700	\$ 1,390	\$ 30,310	\$ 31,700	High	August 2022	Approval of Construction Services	Able City, LLC	TBD
Starr County Campus Subtotal												\$ 413,800	\$ 37,511	\$ 376,289	\$ 413,800					

South Texas College
 Unexpended Plant Fund - Capital Improvement Projects (CIP)
 Project Status
 FY 2021 - 2022

#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor	
Regional Center for Public Safety Excellence																				
25	Target Range	DV			●							\$ 870,627	\$ 61,519	\$ 809,108	\$ 815,000	Low	TBD	TBD	PBK Architects	TBD
26	Canopy for Safety Training Vehicles	DV			●							\$ 79,924	\$ 1,828	\$ 79,764	\$ 79,833	High	August 2022	Approval of Construction Services	Gignac & Associates, LLP	TBD
27	Canopy for Students/Instructors	DV			●							\$ 67,424	\$ 3,497	\$ 67,264	\$ 67,333	High	August 2022	Approval of Construction Services	Gignac & Associates, LLP	TBD
28	Chiller Installation	MV					●					\$ 170,000	\$ 13,788	\$ 157,262	\$ 158,250	High	August 2022	Approval of Substantial Completion	Half Associates, Inc	Johnson Controls
29	Fire Training Area	DV			●							\$ 97,524	\$ 3,497	\$ 97,364	\$ 97,433	High	August 2022	Approval of Construction Services	Gignac & Associates, LLP	TBD
30	Site Drainage Improvements	DV								●		\$ 230,885	\$ 167,199	\$ 63,686	\$ 179,380	Completed	N/A		Perez Consulting Engineers	McAllen Multi Service
31	Perimeter Fencing	DV	●									\$ 193,000	\$ -	\$ 193,000	\$ 193,000	Low	TBD	TBD	TBD	TBD
32	Skills Pad and EVOG Lighting	SS			●							\$ 342,000	\$ 4,388	\$ 341,532	\$ 342,000	High	July 2022	Approval of Construction Services	DBR	TBD
33	Two-Story Residential Fire Training Structure	SS			●							\$ 381,250	\$ 195	\$ 381,055	\$ 381,250	Medium	September 2022	Approval of Construction Services	Martinez Architects	TBD
Regional Center for Public Safety Excellence Subtotal												\$ 2,432,634	\$ 255,912	\$ 2,190,035	\$ 2,313,479					
District Wide																				
34	Fence Enclosures	MV	●									\$ 35,000	\$ -	\$ 35,000	\$ 35,000	Completed	N/A		N/A	TBD
35	Outdoor Furniture	AR		●								\$ 25,000	\$ -	\$ 25,000	\$ 25,000	Low	N/A		N/A	TBD
36	Land	N/A	N/A									\$ 3,000,000	\$ -	\$ 3,000,000	\$ 3,000,000	N/A	N/A		N/A	N/A
37	Renovation and Contingencies	N/A	N/A									\$ 948,750	\$ 283	\$ 948,467	\$ 948,750	N/A	N/A		N/A	TBD
38	Campus Master Plan	TBD		●								\$ 375,000	\$ -	\$ 375,000	\$ 375,000	High	TBD	TBD	TBD	N/A
39	Automatic Doors Phase IV	SS							●			\$ 67,568	\$ 49,401	\$ 18,167	\$ 62,000	High	July 2022	Approval of Final Completion	Ethos Engineering, LLC	R.E. Friedrichs Company
40	Facility Signage	DV	●									\$ 50,000	\$ -	\$ 50,000	\$ 50,000	Low	N/A		N/A	TBD
41	Removal of Existing Trees	TBD	●									\$ 25,900	\$ -	\$ 25,900	\$ 25,900	Low	N/A		N/A	TBD
District Wide Subtotal												\$ 4,527,218	\$ 49,684	\$ 4,477,534	\$ 4,521,650					
Totals			12	3	6	0	8	1	0	0	5	\$ 15,458,400	\$ 1,976,394	\$ 13,495,319	\$ 14,449,619					

South Texas College
Renewal and Replacement Projects
Project Status
FY 2021 - 2022

#	Projects	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/ Engineering Firm	Contractor	
Pecan Campus																				
1	Ann Richards Building A Data Cabling Infrastructure Replacement	RC									●	\$ 80,000	\$ 11,494	\$ 68,506	\$ 80,000	High	TBD	TBD	TBD	TBD
2	Art Building B Data Cabling Infrastructure Replacement	RC									●	\$ 40,000	\$ 6,821	\$ 33,179	\$ 40,000	High	TBD	TBD	TBD	TBD
3	Student Activities Building H Data Cabling Infrastructure Replacement	RC	●									\$ 150,000	\$ -	\$ 150,000	\$ 150,000	High	TBD	TBD	TBD	TBD
4	Information Technology Building M Generator Replacement	SS									●	\$ 169,254	\$ 148,259	\$ 20,995	\$ 156,000	High	N/A	Half Associates, Inc	Metro Electric, Inc.	
5	Reseeding and Regrading of Athletic Fields	DV				●						\$ 125,000	\$ -	\$ 125,000	\$ 125,000	High	TBD	TBD	TBD	TBD
6	Stucco Repainting	SS				●						\$ 150,000	\$ 109	\$ 149,891	\$ 150,000	High	TBD	Approval of Construction Services	TBD	Noble Texas Builders
7	Resurfacing of East Drive	SS			●							\$ 92,000	\$ 456	\$ 91,544	\$ 92,000	High	July 2022	Approval of Construction Services	Perez Consulting Engineers	TBD
8	Sylvia Esterline Center for Learning Excellence Building C to Business and Science Building G Cabling Infrastructure Replacement	RC									●	\$ 25,000	\$ 10,599	\$ 14,401	\$ 25,000	High	TBD	TBD	TBD	TBD
9	South Academic Building J Generator Replacement	SS			●							\$ 76,250	\$ 228	\$ 76,022	\$ 76,250	High	July 2022	Approval of Construction Services	DBR	TBD
Pecan Campus Subtotal												\$ 907,504	\$ 177,966	\$ 729,538	\$ 894,250					
Pecan Plaza																				
10	Stucco Repainting	SS				●						\$ 30,500	\$ 109	\$ 30,391	\$ 30,500	High	TBD	Approval of Construction Services	TBD	Noble Texas Builders
Pecan Plaza Subtotal												\$ 30,500	\$ 109	\$ 30,391	\$ 30,500					
Mid Valley Campus																				
11	Roofing Deferred Maintenance	MV									●	\$ 805,309	\$ 737,975	\$ 67,334	\$ 573,872	Completed	N/A		Beam Professionals	Argio Roofing
12	North Academic Building G Analog to Digital Conversion	RC					●					\$ 562,000	\$ 194,677	\$ 367,323	\$ 562,000	Low	TBD	TBD	TBD	TBD
13	Stucco Repainting and Exterior Upgrades	SS				●						\$ 200,000	\$ 109	\$ 199,891	\$ 200,000	Low	TBD	Approval of Construction Services	TBD	Terra Fuerte, LLC
14	South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas	DV				●						\$ 985,700	\$ 456	\$ 985,244	\$ 985,700	Low	TBD	TBD	Milnet Architectural Services	TBD
Mid Valley Campus Subtotal												\$ 2,553,009	\$ 933,217	\$ 1,619,792	\$ 2,321,572					

South Texas College
Renewal and Replacement Projects
Project Status
FY 2021 - 2022

#	Projects	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor	
Dr. Ramiro R. Casso Nursing & Allied Health Campus																				
15	NAH East Building A Westside Window Waterproofing	RC	●									\$ 65,000	\$ -	\$ 65,000	\$ 65,000	Low	TBD	TBD	TBD	TBD
16	NAH East Building A Westside Elevators Refurbishment	RC/O&M				●						\$ 200,000	\$ -	\$ 200,000	\$ 200,000	Medium	TBD	TBD	N/A	Oracle Elevator
17	NAH East Building A Roofing Deferred Maintenance	MV									●	\$ 286,077	\$ 241,534	\$ 44,543	\$ 206,991	Completed	N/A	BEAM Professionals	American Contracting USA	
18	NAH East Building A Exterior Stair Repairs and Replacement	SS					●					\$ 283,000	\$ 15,237	\$ 267,763	\$ 280,000	High	July 2022	Approval of Substantial Completion	Chanin Engineering, LLC	5 Star GC Construction, LLC
19	NAH East Building A Generator Replacements	SS			●							\$ 422,000	\$ 228	\$ 421,772	\$ 422,000	Low	August 2022	Approval of Construction Services	TBD	TBD
Nursing and Allied Health Campus Subtotal												\$ 1,256,077	\$ 256,999	\$ 999,078	\$ 1,173,991					
Starr County Campus																				
20	Stucco Repainting	SS				●						\$ 223,000	\$ 109	\$ 222,891	\$ 223,000	High	TBD	Approval of Construction Services	TBD	Terra Fuerte, LLC
21	Roofing Deferred Maintenance	MV									●	\$ 702,320	\$ 860,050	\$ (157,730)	\$ 661,255	Completed	N/A	Beam Professionals	Sechrist Hall	
22	Administration/Bookstore Building A Data Cabling Infrastructure Replacement	RC	●									\$ 60,000	\$ -	\$ 60,000	\$ 60,000	High	TBD	TBD	TBD	TBD
23	Center for Learning Excellence Building B Data Cabling Infrastructure Replacement	RC	●									\$ 60,000	\$ -	\$ 60,000	\$ 60,000	High	TBD	TBD	TBD	TBD
24	North Academic Building C Data Cabling Infrastructure Replacement	RC	●									\$ 60,000	\$ -	\$ 60,000	\$ 60,000	High	TBD	TBD	TBD	TBD
Starr County Campus Subtotal												\$ 1,105,320	\$ 860,159	\$ 245,161	\$ 1,064,255					
District Wide																				
26	Renewals & Replacements	N/A	N/A									\$ 484,135	\$ -	\$ 484,135	\$ 151,000	N/A	N/A		N/A	N/A
27	Fire Alarm Panel Replacement/Upgrade	RC/O&M		●								\$ 201,963	\$ -	\$ 201,963	\$ 182,500	Low	N/A		N/A	TBD
28	Interior LED Lighting Upgrade	RC/O&M		●								\$ 577,945	\$ -	\$ 577,945	\$ 110,000	Low	N/A		N/A	TBD
29	Ext. Walkway LED Lighting Upgrade	RC/O&M		●								\$ 98,443	\$ -	\$ 98,443	\$ 49,000	Low	N/A		N/A	TBD
30	Building Automation Systems Upgrade	RC/O&M		●								\$ 174,048	\$ -	\$ 174,048	\$ 76,500	Low	N/A		N/A	TBD
31	Flooring Replacement	DV									●	\$ 756,380	\$ 203,552	\$ 552,828	\$ 504,000	Medium	N/A		N/A	Terra Fuerte, LLC Diaz Flooring, Inc.
32	HVAC Replacement and Upgrade	RC/O&M		●								\$ 829,910	\$ -	\$ 829,910	\$ 660,000	Low	TBD		N/A	TBD
33	Exterior Lighting Upgrade	RC/O&M		●								\$ 324,912	\$ -	\$ 324,912	\$ 279,000	Low	N/A		N/A	TBD
34	Water Tower Logo Replacements	DV	●									\$ 80,000	\$ -	\$ 80,000	\$ 80,000	N/A	TBD		N/A	TBD
District Wide Subtotal												\$ 3,527,736	\$ 203,552	\$ 3,324,184	\$ 2,092,000					
Totals		0	4	6	1	4	2	0	0	0	4	\$ 9,380,146	\$ 2,432,003	\$ 6,948,143	\$ 7,576,568					

Consideration and Approval of Checks and Financial Reports

Board action is requested to approve the checks for release and the financial reports for the month of June 2022. The approval is for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will provide a review of the Financial Report for the month of **June 2022**, and will respond to questions posed by the Board.

The checks and the financial reports submitted for approval are included in the Board packet under separate cover.

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 the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of June 2022.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consideration and Approval of Checks and Financial Reports

The Checks and the Financial Reports presented for approval are included in the Board Packet under SEPARATE COVER:

- 1) Release of Checks for \$25,000.00 - \$125,000.00
Released Prior to Board Approval for June 2022.
- 2) Release of Checks for \$125,000.00 and Above
Board of Trustees Approval Required for June 2022.
- 3) Release of Checks for \$125,000.00 and Above
Released Prior to Board Approval for June 2022.
- 4) Release of Construction Fund Checks for June 2022.
- 5) Quarterly Investment Report and Money Market Accounts for June 2022.
- 6) Summary of Revenues for June 2022.
- 7) Summary of State Appropriations Revenue for June 2022.
- 8) Summary of Property Tax Revenue for June 2022.
- 9) Summary of Expenditures by Classification for June 2022.
- 10) Summary of Expenditures by Function for June 2022.
- 11) Summary of Auxiliary Fund Revenues and Expenditures for June 2022.
- 12) Summary of Grant Revenues and Expenditures for June 2022.
- 13) Summary of Bid Solicitations.
- 14) Summary of Purchase Orders.

Announcements

A. Next Meetings:

- Tuesday, August 9, 2022
 - 3:30 p.m. – Education and Workforce Development Committee
 - 4:30 p.m. – Facilities Committee
 - 5:30 p.m. – Finance, Audit, and Human Resources Committee
- Tuesday, August 23, 2022
 - 5:30 p.m. – Regular Board Meeting