



**SOUTH TEXAS
COLLEGE**

Board of Trustees Regular Board Meeting

**Tuesday, August 27, 2024
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, August 27, 2024 @ 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. Mission Moment**
- V. Public Comments**
- VI. Update by the College President**
- VII. Presentations**
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 - a. Approval of Proposed New Program: Network Security Certificate

B. Finance, Audit, and Human Resources Committee Items

- 1. Review of Presentations Prepared for Finance, Audit, and Human Resources Committee 127
 - a. Presentation on Employee Vacancy and Turnover Rates
 - b. Review and Discussion of South Texas College Proposed 2024 Tax Rate
 - c. Discussion on Proposed Legal Services Related to Trademark Requirements
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 - a. Approval of Award of Proposal, Purchases, Renewals, and Interlocal Agreement at a total cost of \$4,091,522.57 139 - 155

Award of Proposal

- 1) Campus Dining and Food Trucks – Starr County Campus (Award)

Purchases and Renewals - Instructional Items

- 2) Online Tutoring Service Agreement (Purchase)
- 3) Software and Educational Supplies (Purchase) – Grant Funded
- 4) Lease of Trucks (Renewal)

Purchases and Renewals - Non-Instructional Items

- 5) Audio Visual Equipment and Supplies (Purchase)
- 6) Computer Components, Peripherals, Software, and Supplies (Purchase)
- 7) Maintenance Equipment, Parts, and Supplies (Purchase)
- 8) Purchase of Materials and Supplies (Purchase)

Purchases and Renewals - Technology Items

- 9) Communication Services for Radios and Equipment (Purchase)
- 10) Banner Application Maintenance Agreement (Renewal)
- 11) Data Hosting and Maintenance Agreement (Renewal)
- 12) Data Storage Hardware Maintenance Agreement (Renewal)
- 13) Datacenter Uninterrupted Power Supply (UPS) Maintenance (Renewal)
- 14) Digital Signature Software Subscription Agreement (Renewal)
- 15) Email Backup Online License Subscription (Renewal)
- 16) Email Security Software License Agreement (Renewal)
- 17) Enterprise Software Licenses and Maintenance Agreements (Renewal)
- 18) Internet Service Agreement – District Wide (Renewal)

- 19) Lease Management Software (Renewal)
- 20) Network Hardware and Software Maintenance Agreements (Renewal)
- 21) Oracle License Maintenance Agreement (Renewal)
- 22) Server Hardware and Software Maintenance and Support Agreement (Renewal)
- 23) System Appliances Maintenance Agreement (Renewal)

Interlocal Agreements - Purchases

- 24) Facility Rental Agreement (Purchase/Rental)
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Interlocal Agreement

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A. Next Meetings:

- Tuesday, September 10, 2024
- 3:00 p.m. – Education and Workforce Development Committee
- 4:00 p.m. – Facilities Committee
- 5:00 p.m. – Finance, Audit, and Human Resources Committee

August 27, 2024 Regular Board Meeting @ 5:30 p.m.

- Tuesday, September 24, 2024
- 5:15 p.m. – Special Board Meeting
- 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- South Texas College will be closed on Monday, September 2, 2024 in observance of Labor Day.
- CCATT Annual Conference will be held in Amarillo on September 11-14, 2024.
- South Texas College Convocation will be held on Friday, September 27, 2024.

Update on the College's Enterprise Resource Planning (ERP) System


Purpose and Justification – South Texas College (College) Administration is providing an update on the Enterprise Resource Planning (ERP) Workday project.



Christian Heneghan, Project and Change Manager from Peak Performance, will present on the status of the Workday ERP Implementation.

Enclosed Documents - The presentation follows in the packet for the Board's information and review.

Mary Del Paz, Vice President for Finance and Administrative Services, and Christian Heneghan, Project and Change Manager from Peak Performance, will be present at the Board Meeting to address questions.

No action is required from the Board. This item is presented for information purposes.



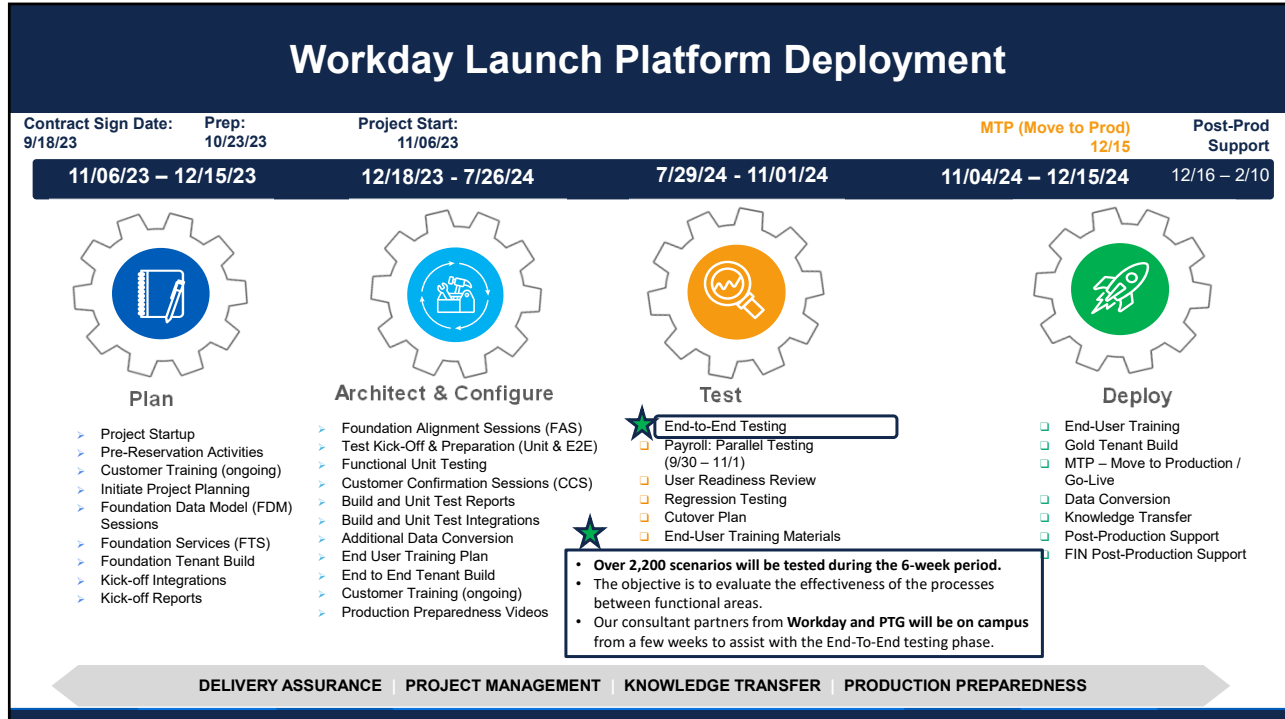
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Workday ERP Implementation Status Report

August 27, 2024

Agenda

- 01** Workday Launch Platform Deployment
- 02** Overall Project Budget
- 03** FY24 Project Budget
- 04** Project Highlights
- 05** Decommissioned Software
- 06** Outstanding Items Action Plan
- 07** Countdown to Workday Implementation



Overall Project Budget

As of August 19, 2024

	Original Budget	Amended Budget	Actual Paid to Date	Budget Balance
ERP Subscription	\$14,896,565	\$11,669,457	\$912,434	\$10,757,023
ERP Deployment	\$16,423,820	\$16,423,820	\$2,345,712	\$14, 078,108
Advisory Services	\$5,420,800	\$4,810,356	\$302,295	\$4,508,061
Additional Costs	\$6,193,285	\$6,053,221	\$309,115	\$5,744,106
Total	\$42,934,470	\$38,956,854	\$3,869,556	\$35,087,298

FY24 Project Budget

As of August 19, 2024

	Original Budget	Amended Budget	Actual Paid to Date	Budget Balance
ERP Subscription	\$912,434	\$912,434	\$912,434	\$0
ERP Deployment	\$2,483,683	\$2,483,683	\$2,345,712	\$137,971
Advisory Services	\$1,309,350	\$698,906	\$302,295	\$396,611
Additional Costs	\$1,079,757	\$1,079,756	\$309,115	\$770,641
Total	\$5,785,223	\$5,174,779	\$3,869,556	\$1,305,223

Project Highlights

Semi-monthly Payroll

Effective January 1, 2025, South Texas College will transition from **monthly payroll to semimonthly payroll** for all employees.

Changing to semimonthly payroll will result in a long stretch between the Dec. 18, 2024 and Jan. 31, 2025 pay dates.

Thanks to the board-approved Gap Bridging Retention Payment, employees will not have any disruptions in their pay. This additional payment will be equal to **half the monthly salary**, to be paid on Tuesday, Dec. 31, 2024.

<https://finance.southtexascollege.edu/workday/payroll/>

Travel

Through Workday, managing travel will become much simpler! All travel-related tasks will be integrated into a single, user-friendly platform, making travel bookings, expense reporting, and approvals faster and more efficient.






Many of the manual processes currently involved in travel management will be automated.

Financial (cost center) Managers will have access to real-time information allowing them to approve invoice and travel requests quickly.

The self-service options will make it easier for employees to approve invoices, book travel, submit expenses, and receive reimbursement.

Decommissioned Software

The team is reviewing a list of applications to be decommissioned after Workday is implemented. Some of the main legacy systems that Workday will take the place of are:

	<ul style="list-style-type: none"> • Banner Finance • Banner Human Resources 		<ul style="list-style-type: none"> • ChromeRiver
	<ul style="list-style-type: none"> • Time Clock Plus 		<ul style="list-style-type: none"> • Intellect Accounts Payable • Intellect Payroll
	<ul style="list-style-type: none"> • PeopleAdmin 		

Outstanding Items Action Plan

Item/Topic	Type	Description	Impacts	Start Date	Due Date
Delegation Use	Decision	How STC will use Delegation functionality in Workday	Security, Access, Ownership of BPs and Tasks	05/01/24	08/31/24
Approvals	Decision	How STC will use approvals in BPs (ex: Talent/Perf Reviews, Expenses)	Security, Access, Ownership of BPs, Tasks, Approvals and/or Notifications	05/01/24	08/31/24
Functional Scope	Decision: Scope	Change Order #2: Adding additional scope, use credits from various workstreams	Scope, Budget (& Credit), Timeline, Testing, Go-Live	06/01/24	08/31/24
Report Scope	Decision: Scope	STC has over 250 custom reports. Need to determine ownership of custom reports (PTG and STC); Use remaining credit for custom report development.	Scope, Budget (& Credit), Timeline, Testing, Go-Live, Report Development Ownership, Training	06/01/24	08/31/24
Integration Scope	Decision: Scope	Approve final integration inventory scope	Scope, Budget (& Credit), Timeline, Testing, Go-Live, Integration Development Ownership, Training	06/01/24	08/31/24

Outstanding Items Action Plan					
Item/Topic	Type	Description	Impacts	Start Date	Due Date
Post-Go-Live Features					
Prism (SKU purchased)	Action	Prism uses data to create reports and dashboards. Begin planning for Prism deployment after Workday Platform go-live.	Timeline, Workday Platform stabilization period	09/01/24	09/30/24
Adaptive Planning	Decision	Adaptive Planning is mainly use for budget forecasting and projections. Begin planning for Adaptive Planning after Workday Platform go-live.	Budget, Forecasting (need to purchase SKU); Timeline	07/1/24	08/31/24
Extend	Decision	Workday Extend will enable the team to build, deploy, and share apps that run on Workday and are tailored to the college's specific business needs. Begin planning for Adaptive Planning after Workday Platform go-live.	App development (need to purchase SKU); Timeline	07/1/24	08/31/24

Countdown to Workday Implementation



127

days

to Workday Implementation!



Thank You

Recognition of Outgoing Board Officers for 2020 - 2024

On June 25, 2024, the Board of Trustees elected new officers to serve from 2024 – 2026. At that time, the agenda called for a recognition of the outgoing Board Officers; however, two of the officers were unable to attend to be recognized.

This agenda item is provided to allow the Board of Trustees and College President an opportunity to recognize the past Board Officers, who served from December 2020 – June 2024, with these extended terms being due to the COVID-19 Pandemic and subsequent recovery period.

In appreciation for their leadership and support of South Texas College, the students, faculty, staff and administration would like to recognize and extend our sincere appreciation to the outgoing Board Officers who completed their terms as officers of the Board.

The outgoing Board Officers are:

Ms. Rose Benavidez, Chair
Dr. Alejo Salinas, Jr., Vice Chairman
Mrs. Victoria Cantu, Secretary

The College sincerely thanks the outgoing Board Officers, who provided steadfast leadership and guidance through unprecedented challenges to campus safety and security, operations, instructional paradigms, enrollment, and personnel management.

Their service and dedication to making STC a world-class higher education institution and their commitment to providing each student with high expectations for success is appreciated and applauded.

Dr. Solis wishes to recognize and thank each Board Officer for their years of service.

Review and Discussion of Potential Board Retreat

Dr. Alejo Salinas, Jr., Chairman of the Board, requested an agenda item to permit the Board's discussion of a potential Board Retreat.

The Board of Trustees will be asked to provide feedback on the topics and potential scheduling of a retreat in the near future.

No formal action is request.

Report of New Grant Awards

Mrs. Carla M. Rodriguez, Executive Director of the Office of Sponsored Initiatives, has reported the following listing of grants recently accepted by the College.

These grants have been approved and accepted by the College President, in compliance with Board Policy CAM – *Appropriations and Revenue Sources: Grants, Funds, Donations from Private Sources*, and are reported here for the Board's information and feedback to administration.

- **The Texas Higher Education Coordinating Board (THECB), Nursing Shortage Reduction Program (NSRP), Governor's Emergency Education Relief (GEER) fund in the amount of \$48,235**

Funds will support the Division of Nursing and Allied Health to recruit and retain students enrolled in the Associate Degree Nursing Program. Funds will be used for nursing faculty enhancement, recruitment and retention strategies, and the development and implementation of innovative methods involving curriculum and instruction methods. The funding period is upon execution through August 31, 2028.

These funds align to Strategic Goal #2, Promote Academic Integrity and Excellence, by recruiting and retaining excellent faculty and staff by promoting, supporting, developing and expanding the use of dynamic, innovative, and engaging classroom instruction.

No action is requested.

Review and Action as Necessary on Quarterly Investment Report for Quarter Ending May 31, 2024

A report on the College's Quarterly Investment Report for the Quarter Ending May 31, 2024, is being presented. The Board is asked to approve the Investment Report as presented.

Purpose and Justification – Ms. Emily Upshaw 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, 2024 and provide a further update at the meeting. Ms. Upshaw will present an overview of the investments, the annual interest earnings, the quarterly interest earnings, and the economic overview.

The report being presented will provide a brief review and update of the College's Quarterly Investment Report for the Quarter Ended May 31, 2024 to the College's Board of Trustees.

Background – The Texas Public Funds Information Act (PFIA) and the College's Policy CAK Appropriations and Revenue Sources: Investments 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, 2024 follows in the packet for the Board's information and review.

Dr. Ricardo J. Solis, President, and Mary Del Paz, Vice President for Finance and Administrative Services, will be present at the Board Meeting to address any questions.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approves and authorizes the Quarterly Investment Report for the Quarter Ended May 31, 2024, as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees approves and authorizes the Quarterly Investment Report for the Quarter Ended May 31, 2024, as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Approval of Board Meeting Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) July 16, 2024 Special Board Meeting
- 2) August 12, 2024 Special Board Meeting

The Chair is asked to call for revisions to the Minutes, if any are necessary.

If no revisions are suggested, the Chair is asked to adopt the Minutes as presented.

If any trustee has revisions to suggest, the Chair is asked to call for a motion to approve the Minutes with the suggested revision.

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, July 16, 2024 @ 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, July 16, 2024 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:30 p.m. with Vice-Chair Mr. Paul Rodriguez presiding.

Members present: Mr. Paul R. Rodriguez, Mrs. Dalinda Gonzalez-Alcantar, Mr. David De Los Rios, Mrs. Victoria Cantu, and Mr. Danny Guzman.

Members absent: Ms. Rose Benavidez and Dr. Alejo Salinas

Also present: Dr. Ricardo J. Solis, Ms. Mary Del Paz, Dr. Anahid Petrosian, Dr. Matthew Hebbard, Dr. Rodney Rodriguez, Dr. Jesus Campos, Mr. Rick De La Garza, Mr. George McCaleb, Ms. Deyadira Leal, Mrs. Myriam Lopez, Ms. Alicia Correa, Ms. Claudia Olivares, Mrs. Carla Rodriguez, Ms. Olivia De La Rosa, Dr. Rachel Sale, Ms. Amanda Sotelo, Mrs. Nadia Ochoa, Mr. Daniel Montez, Mrs. Myra De La Garza, Mr. Scott Pruitt, Ms. Pamela Campos, Mrs. Olivia Gomez, Mr. Lucio Gonzalez, Dr. Fernando Chapa, Dr. Zachary Suarez, Mrs. Melissa Renner, Dr. Jayson Valerio, Dr. Rebecca De Leon, Ms. Marcela Beas, Dr. Brett Millan, Ms. Julissa Rodriguez, Ms. Sara Lozano, Mr. Ken Lyons, Chief Ruben Suarez, Dr. Margo Ayala, Mr. Chase Carlisle, Mr. Tom Byrne, Mr. David Valdez, Mr. Robert Cuellar, Ms. Kelly Nelson, Mr. Martin Villarreal, Mr. James Archer, Mr. Samuel Saldana, Mr. Andres Guerra, Mr. Nestor Camacho, Ms. Francine Perez, Ms. Venisa Earhart, and Mr. Andrew Fish

Determination of a Quorum

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

Invocation

Ms. Sara Lozano, Dean for Business, Public Safety, and Technology said the invocation.

Mission Moment

This Mission Moment focused on STC Graduate Andres Guerra, who began his career at South Texas College as a part time Security Officer in 2013. In 2018 Mr. Guerra was hired as a Full Time Security Officer. After 10 years as a security guard, Mr. Guerra applied for the position of Surveillance System Specialist and in May 2024 he was

selected for that position. He is a recent graduate of South Texas College with a Political Science Associate Degree.

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 a brief update, including the following items:

- Introduction of new administrative staff:
 - Dr. Margo Ayala, Interim Dean of Nursing and Allied Health Programs
 - Julissa Rodriguez, STC Foundation Accountant
 - Marcela Beas, STC Foundation Project/Event Manager

- Update on Harvard University Workforce Project
- CEED Building Ribbon Cutting reminder
- GED Graduation to take place on August 6, 2024 in the Student Union at 10:00 AM
- Dr. Jayson Valerio appointed by Gov. Abbott to the Committee to address the shortage of healthcare professionals in Texas

Approval of Board Meeting Minutes

The following Board Meeting Minutes were submitted for approval:

- 1) May 28, 2024 Regular Board Meeting
- 2) June 6, 2024 Board Work Session

The Vice Chair called for any proposed revisions to the Minutes as written.

No revisions were suggested, and the Vice Chair adopted the Minutes as written.

Consideration of New Items

The Board Committees did not meet in July 2024. These items were all presented for deliberation and action by the Board of Trustees and without a committee recommendation.

Recognition of Outgoing Board Officers for 2020 - 2024

In appreciation for their leadership and support of South Texas College, the students, faculty, staff and administration recognized and extended our sincere appreciation to the outgoing Board Officers who have completed their terms as officers of the Board.

The outgoing Board Officers were:

Ms. Rose Benavidez, Chair
Dr. Alejo Salinas, Jr., Vice Chairman
Mrs. Victoria Cantu, Secretary

The College sincerely thanked the outgoing Board Officers, who provided steadfast leadership and guidance through unprecedented challenges to campus safety and security, operations, instructional paradigms, enrollment, and personnel management.

Their service and dedication to making STC a world-class higher education institution and their commitment to providing each student with high expectations for success is appreciated and applauded.

Upon the recommendation of Mr. Paul Rodriguez, the recognition of outgoing Board Officers was postponed due to Ms. Rose Benavidez and Dr. Alejo Salinas not being in attendance.

Chair Appointment of Board Committee Chairs and Committee Members

Policy BCB – *Board Internal Organization: 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 established by action of the Chair. A committee that includes one or more Trustees is subject to the Open Meetings Act when it meets to discuss public business or policy. *Atty. Gen. Op. No. JM-1072 (1989)*.

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

The following Minute Order was proposed for the Board Chair:

The Board Chair announces the following appointments to Committee Chair and Committee Membership:

Education and Workforce Development Committee

Chair: Mrs. Victoria Cantu
Member: Mrs. Dalinda Gonzalez-Alcantar
Member: Mr. David De Los Rios

Finance, Audit, and Human Resources Committee

Chair: Mrs. Dalinda Gonzalez-Alcantar
Member: Mr. Paul R. Rodriguez

Member: Mr. Danny Guzman

Facilities Committee

Chair: Dr. Alejo Salinas, Jr.

Member: Mr. Paul R. Rodriguez

Member: Ms. Rose Benavidez

Report of New Grants Awards

Mrs. Carla M. Rodriguez, Executive Director of the Office of Sponsored Initiatives, reported the following listing of grants recently accepted by the College.

These grants were approved and accepted by the College President, in compliance with Policy CAA (L) Appropriations and Revenue Sources – State and Federal Revenue Sources, and are reported here for the Board’s information and feedback to administration.

- **Department of Labor, Congressional Award in the amount of \$1,000,000**

Funds will be used to establish the South Texas College Workforce Development and Continuing Education Center for Healthcare Professionals, to be located at the former A&M Health Science Center.

The grant supports a collaboration between STC and partners including South Texas Health Systems, Workforce Solutions, McAllen EDC, the Hidalgo County Prosperity Taskforce, and VIDA. The Workforce Development and Continuing Education Center for Healthcare Professionals specifically aims to serve non-traditional learners and incumbent workers by promoting pathways in healthcare professions and supporting healthcare workers with ongoing access to meaningful skills development and career growth opportunities.

Among the first projects at the Center are the development of the Associate of Applied Science in Dental Hygiene and micro-credential courses to serve incumbent healthcare workers seeking new skills and certifications. The funding period is July 1, 2024, to June 30, 2026.

This award aligns with Strategic Goal #1, Lead Community Engagement, by strengthening partnerships with local stakeholders to align educational opportunities with community and workforce needs.

- **Texas Workforce Commission, Building Construction Trades Training Project in the amount of \$150,000**

Funding from this program will help at least 50 participants in the Electrician Technician Construction Trades Industry earn three Industry Building Certifications (IBC) such as the National Center for Construction Education and Research (NCCER) Core Curriculum, the OSHA-10 Safety Certification and the NCCER Electric Level 1 Certification.

In addition, this 186-hour program will lead to additional IBCs, such as NCCER Electrical Level 2, NCCER Electrical Level 4, Electrician Technology certificate, and Electrician Technology Associate's degrees. The aligns with one or more Target Occupations in BCT for the Electrician Technician and Construction Trades to help meet the needs of 46 Texas employers in the Local Workforce Development Area.

The funding period for this grant is from August 1, 2024, to July 31, 2026. This grant is aligned to Strategic Direction #3, Create Educational Opportunities for Students, by offering comprehensive academic and technical programs that are responsive to a regional workforce and high-demand occupation training that leads to gainful employment opportunities.

- **Economic Mobility Systems, Valley Promise Program, additional funds in the amount of \$20,000**

South Texas College will provide students last-dollar funding toward an associate degree. Tuition and general use fees will be covered for up to 30 credit hours per year, for up to two years or completion of an associate degree. These additional funds bring the total award for this funding period to \$520,000. The funding period is from January 1, 2024 to December 31, 2025.

This grant aligns to South Texas College's 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.

Dr. Rodney Rodriguez read the new grants received. There were no questions from the trustees regarding the grants, and no action was taken.

Discussion and Action as Necessary to Amend the Interlocal Cooperation Agreement between Hidalgo County and South Texas College

Administration recommended that the Board of Trustees approve the proposed amended Interlocal Cooperation Agreement between Hidalgo County and South Texas College for the designation of American Rescue Plan Recovery Funds disbursed by the County to the College.

On February 22, 2022, the College entered into an agreement with Hidalgo County that designated federal funding to be used by the College to support the College's nursing program, including recruitment, training, and retention of faculty with the goal of expanding the program and increasing the College's ability to produce a great number of highly-qualified nurses to support regional healthcare needs.

Due to changes in federal guidelines and the County's obligations under the American Rescue Plan Act, the County has asked the College to approve an amendment to the Interlocal Cooperation Agreement that would:

- Clarify reporting deadlines to ensure appropriate use of awarded funds is accurately reported according to federal guidelines; and,
- Include an indemnification clause stating: “Any unused, disqualified, or disapproved funds that are not repurposed by Hidalgo County by December 31, 2024 and submitted back to the US Treasury will be reimbursed by South Texas College within 30 days of written notice.”

These deadlines and the indemnification clause are requested by the County to ensure that all compliance items are submitted on time, and that any non-compliance is not held against the County.

The College has worked with the County to develop the proposed reporting deadlines. College administration is confident that all funds provided under the agreement will be properly utilized, with full compliance reporting, as required by this amendment.

Administration recommended Board approval of this amendment as presented.

Upon a motion by Mrs. Victoria Cantu and a second by Mr. Danny Guzman, The Board of Trustees of South Texas College approved and authorized the proposed amended Interlocal Cooperation Agreement between Hidalgo County and South Texas College for the designation of American Rescue Plan Recovery Funds disbursed by the County to the College with Mr. Danny Guzman’s request that a report be presented by Mrs. Carla Rodriguez at the November 2024 Regular Board Meeting to confirm that the deadlines are being met.

The motion carried.

Review and Discussion of Proposed Adoption of Policy AD (Local) Educational Role, Mission, Purpose, and Responsibility and Retirement of Current Policies

Purpose and Justification – Administration recommended Board approval to adopt the new Basic District Foundations Policy and retire the current policy to align with the Texas Association of School Boards (TASB) policy manual.

This will align the policies with the comprehensive, current, and legally sound policy manual, to strengthen the policies’ language, and to transition policies to standardized format. In addition to the policy, internal procedures are currently in place and will continue to be enhanced.

The adoption of the new and/or retired policies are as follows:

Adopt New Policy	Retired Policy(ies)	Retired Policy Content Transition
A-1. AD (Local) Educational Role, Mission, Purpose, and Responsibility	A-2. Policy #900: Comprehensive Mission Incorporating Institutional Vision, Mission, and Core Values A-3. Policy #3110: Access to Instructional Services	Some of the content from the retired policies is included in both the new local policy and a procedure, handbook, manual, etc.

Background – On March 31, 2020, the Board of Trustees approved an interlocal agreement with TASB for Policy Management Service. Throughout FY 2022, FY 2023, and FY 2024, current College board policies will be reviewed, retired, and transitioned into the TASB formatted policies. TASB will then provide a comprehensive, current, and legally sound Policy Manual.

The proposed new local policy also incorporates the contents of Policy #3000: Statement of Instructional Philosophy, which was retired on June 27, 2023.

Reviewers – The new and retired policies have been reviewed by staff, administrators, TASB staff, and STC Legal Counsel.

Enclosed Documents – The proposed new and retired policies were provided in the packet for the Board’s information and review.

Dr. Brett Millan, Associate Vice President for Academic Success & Advancement, and Mr. Andrew T. Fish, Board Relations Officer, were available to address questions.

The proposed new policy and retirement of current policies were provided at this meeting for the Board's review and feedback to administration. Any feedback received will be incorporated into a final version to be presented for Board adoption at a later meeting.

No action was taken.

Review and Discussion of Proposed Revision to Policy BCA (Local) Board Internal Organization – Board Officers and Officials

At the June 25, 2024 Regular Board Meeting, administration recommended adoption of the proposed revision to Policy BCA (Local) – Board Internal Organization – Board Officers and Officials.

The current version of Policy BCA (Local) includes a provision from the original Board Policy #1100, adopted in September 1995, that prohibits any Board Officer from being re-elected to the same office for consecutive terms.

While Texas Education Code 130.082(d) and Policy BCA require the election of officers, it is important to note that the role of Secretary is distinct. The law and policy explicitly state that the Secretary may, but is not required to, be a member of the Board. Furthermore, the law does not prohibit the election of an officer to consecutive terms.

Although the administration recommends that a trustee be elected to serve as Secretary, it is reasonable to exempt the Secretary position from the restriction on consecutive terms.

Therefore, the administration recommended revising the policy to allow the Board the option to re-elect the current Secretary to serve consecutive terms in the same role.

At the June 25, 2024 Regular Board Meeting, Dr. Alejo Salinas, Jr., noted that the policy might better be written to apply to all officers, rather than only the Secretary office.

At the June 25, 2024 meeting, Mr. Paul R. Rodriguez noted that the Board had a practice to consider certain policies related to the Board of Trustees over at least two meetings, with the first meeting being reserved for review and deliberation, and presentation at a second meeting for action as necessary.

The proposed revision to Policy BCA (Local) Board Internal Organization – Board Officers and Officials was included in the packet for the Trustees' review.

The proposed revision has been reviewed by TASB and by Legal Counsel, who have expressed no concerns.

The Board was invited to recommend further revisions as appropriate to be incorporated into the proposed revision, or to recommend rejection of the proposed revision.

Any recommendations would be reviewed with TASB and Legal Counsel before the final proposed revisions is presented for Board action.

Mr. Andrew Fish, Board Relations Officer, was available at the meeting to respond to questions.

Mrs. Dalinda Gonzalez-Alcantar noted that she would like to see term limits for each office if adopted for all members.

Mr. David De Los Rios noted that the current policy states that the office of Secretary does not require that the officer be a member of the Board of Trustees. Mr. De Los Rios suggested that the Secretary be filled only by a sitting member of the Board of Trustees.

Mr. Paul Rodriguez recommended that no action be taken at this time and that the discussion on this item be deferred to the August 2024 Regular Board Meeting.

No action was taken.

Review and Approval of Proposed Board and Committee Meeting Calendar for FY 2024 – 2025

The Board of Trustees for South Texas College was asked to approve and adopt the following schedule of Board and Board Committee meetings for the period from September 2024 through September 2025.

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

Month	Committee Meeting Date	Board Meeting Date
September 2024	September 10, 2024	September 24, 2024
October 2024	October 15, 2024	October 29, 2024
November 2024	November 12, 2024	November 26, 2024
December 2024	December 10, 2024	December 17, 2024
January 2025	January 14, 2025	January 28, 2025
February 2025	February 11, 2025	February 25, 2025
March 2025	March 4, 2025	March 25, 2025
April 2025	April 8, 2025	April 22, 2025
May 2025	May 13, 2025	May 27, 2025
June 2025	June 10, 2025	June 24, 2025
July 2025	July 8, 2025	July 22, 2025
August 2025	August 12, 2025	August 26, 2025
September 2025	September 9, 2025	September 23, 2025

A full calendar view of the proposed Committee and Board meeting schedule followed 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.

Because the Board Committees did not meet in July 2024, the proposed schedule was not revised by the Committees. It was presented as recommended by administration for review and adoption by the Board of Trustees.

Mrs. Dalinda Gonzalez-Alcantar asked if it would be possible to change the November 26, 2024 proposed meeting date if needed in the future. Mr. Andrew Fish confirmed that the date could be changed for the November 2024 Regular Board Meeting if necessary.

Upon a motion by Mr. Danny Guzman and a second by Mr. David De Los Rios. The Board of Trustees of South Texas College approved and adopted the Board and Board Committee meeting schedule for FY 2023 - 2024 as presented.

The motion carried.

Review and Adoption of Proposed Vision, Mission, and Core Values

Administration recommended the Board adopt the Vision, Mission, and Core Values as presented.

The Institutional Planning and Effectiveness Committee has led the initiative since Fall 2023 to conduct a review of broad-based stakeholder input and make appropriate revisions to the institutional Vision, Mission, and Core Values.

This has included ongoing discussions with the Institutional Leadership Council, multiple review and discussion sessions with the President's Cabinet, and a SWOT analysis, review of data, and discussion with the Board of Trustees in Fall 2023 and Summer 2024.

Vision

An institution's vision is an aspirational statement that defines the institutional goals and communicates its essential direction to stakeholders.

The proposed new Vision statement is:

Changing lives and transforming communities through higher education

This would replace the current Vision statement, which is:

South Texas College will be a global model in educational innovation serving as a catalyst to drive regional prosperity, economic development, and the social mobility of those we serve.

Mission

An institution's mission defines the institution by further defining its purpose and outlining how it achieves its goals.

The proposed new Mission statement is:

South Texas College is a comprehensive public higher education institution that transforms lives through innovative education, holistic learner support, and community engagement. We empower our region and drive socioeconomic advancement through lifelong learning opportunities.

This would replace the current Mission statement, which is:

South Texas College is a public institution of higher education that provides educational opportunities through excellence in teaching and learning, workforce development, cultural enrichment, community service, and regional and global collaborations.

Core Values

An institution's core values are the most deeply ingrained principles that guide the planning and activities of that institution.

The proposed new Core Values are:

- **Student Success:** We are committed to the personal, academic and career goals of each student.
- **Excellence:** We are committed to excellence and innovation in teaching, learning, and services.
- **Opportunity:** We are committed to providing access and support for students to achieve their academic and career goals.
- **Caring:** We are committed to creating a campus culture that embodies respect, empathy, and genuine care for all.
- **Integrity:** We are committed to being respectful, professional, honest, accountable, and transparent.

These proposed Core Values integrate the spirit of the current Core Values of Student Success, Excellence, Opportunity, Community, and Integrity. The only change is reframing "Community" as "Caring"

Dr. Jesus Campos, Interim Vice President for Information Services, Performance, Planning, and Strategic Initiatives, introduced Dr. Fernando Chapa, Dean for Institutional Research, Effectiveness, and Strategic Planning, to present the Vision, Mission, and Core Values to the Board of Trustees.

Board adoption of the Vision, Mission and Core Values will allow administration to continue with the drafting of the Strategic Directions for Fall 2024, for finalization of the 2025 – 2031 Strategic Plan for Spring 2025.

Administration recommended Board adoption of the proposed Vision, Mission, and Core Values as presented, and which supersede the current versions.

Mr. Paul Rodriguez provided a comment that the last sentence of the Mission Statement. Dr. Chapa explained the reasoning behind using the terms to drive why South Texas College does what it does and for whom.

Mrs. Dalinda Gonzalez-Alcantar suggested that the words "upper mobility" be considered as an addition to the terminology already in use.

Upon a motion by Mrs. Victoria Cantu and a second by Mrs. Dalinda Gonzalez-Alcantar
The Board of Trustees of South Texas College approved and adopted the proposed Vision,
Mission, and Core Values as presented, and which supersede the current versions.

The motion carried.

Review and Action as Necessary on Award of Proposals, Rejection of Proposals, Purchases, Renewals

Purpose and Justification – Administration recommended Board approval of the following award of proposals, rejection of proposals, purchases, and renewals, at a revised total cost of \$6,245,965.93.

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

1. Award of Proposals

1) Custodial Supplies (Award)

Award the proposal for custodial supplies for the period beginning August 18, 2024 through August 17, 2025, with two one-year options to renew, at an estimated total amount of \$300,000.00.

The vendors are as follows:

Primary Vendor	Gulf Coast Paper, Co. (Brownsville, TX)
Secondary Vendors	Brady Plus (San Antonio, TX) (New)
	CC Distributors, Inc. (Corpus Christi, TX)
	Rio Paper & Supply, LLC. (Pharr, TX)

Purpose and Justification - The Custodial Services Department requested to purchase custodial supplies to be used throughout the College district as needed. Custodial supplies are necessary for the day-to-day cleaning, disinfecting, and maintenance of all South Texas College facilities. They are essential for the health and safety of all students, faculty, staff, and visitors. These supplies will include cleaning solutions, disinfecting sprays, disinfecting liquid solutions, hand towels, tissue paper, mops, brooms, gloves, trash bags, and other miscellaneous supplies. The vendors were selected based on the items provided, pricing, and item availability (delivery timeline). At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.

Background – The project timeline and information are as follows:

Advertised RFP	May 22, 2024 and May 29, 2024
RFP Responses Due	June 12, 2024
RFP Issued To	Fifteen (15) Vendors
Responses Received From	Nine (9) Vendors
Responses Reviewed By	Custodial Services, Facilities Operations and Maintenance, and the Purchasing Department

Funds for this expenditure are budgeted in the Custodial budget for FY 2023 – 2024 and FY 2024 – 2025, pending Board approval of the budget.

2) Internet Service for South Texas College Sites (Award)

Award the proposal for internet service for South Texas College sites to **Smartcom Telephone, LLC.** (McAllen, TX) (Previous), for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew, at an estimated total amount of \$40,932.00.

Purpose and Justification - Information Technology requested to purchase direct and point-to-point internet services for several South Texas College sites. The Internet services are necessary to support student instruction and the college's day-to-day operation.

The service locations are as follows:

Direct Internet Connections from Provider to Location	Point-to-Point Connections from Pecan Campus to:
Pecan Campus Cybersecurity Lab	Regional Center for Public Safety Excellence
Regional Center for Public Safety Excellence Cybersecurity Lab	Pecan Plaza – Human Resources
Starr County Campus – Building E South Academic	Pecan Plaza – Department of Public Safety
	Pharr Campus – PSJA Elvis J. Ballew College, Career & Technology Academy (CCTA)
	Nursing and Allied Health Campus – Building E District Office
	Starr County Campus- Building E South Academic

Background – The project timeline and information are as follows:

Advertised RFP	May 8, 2024 and May 15, 2024
RFP Responses Due	June 4, 2024
RFP Issued To	Thirteen (13) Vendors
Responses Received From	Two (2) Vendors
Responses Reviewed By	Information Technology and the Purchasing Department

Funds for this expenditure were budgeted in the Information Technology Systems and Networking budget for FY 2024 - 2025, pending Board approval of the budget.

3) Mail Services (Award)

Award the proposal for mail services to **Upper Valley Mail Services, LLC.** (McAllen, TX) (Previous) for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew, at an estimated total amount of \$45,000.00.

Purpose and Justification - The Mail Services Department requested mail services for postage on all outgoing South Texas College envelopes/packages, including the intelligent mail barcode, pre-sorting all outgoing mail, and picking up and delivering outgoing mail to the McAllen post office. Since the service provider can group mail with the same zip code and bundle it with other entities, the College will receive reduced postage rates for all USPS outgoing mail with these services saving on postage.

Background – The project timeline and information are as follows:

Advertised RFP	May 22, 2024 and May 29, 2024
RFP Responses Due	June 12, 2024
RFP Issued To	Three (3) Vendors
Responses Received From	One (1) Vendor
Responses Reviewed By	Business Office, Distribution Services and the Purchasing Department

Funds for this expenditure were budgeted in the Postage budget for FY 2024 – 2025, pending Board approval of the budget.

4) Promotional Items for Student Outreach (Award)

Award the proposal for promotional items for student outreach for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew at an estimated total amount of \$150,000.00.

The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
4imprint, Inc. (Oshkosh, WI)	Authentic Promotions.com (Carmichael, CA)
Gateway Printing (Edinburg, TX)	Imprezos Pro Uniforms, LLC. (Pharr, TX)
Promo Universal, LLC. (Corpus Christi, TX)	

Purpose and Justification - Public Relations and Marketing, Office of Student Re-Engagement and College Connections requested the purchase of promotional items. The items will aid in increasing community engagement to help meet enrollment goals and maintain brand awareness. They are also used for campus tours, student events, recruitment events, orientations, etc. Some promotional items purchased include pens, pencils, keychains, erasers, rulers, pouches, stress relievers, water bottles, cups, bags, lanyards, totes, etc. At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.

The requesting departments and their amounts are as follows:

Department	Amount
College Connections	\$35,000.00
Office of Public Relations and Marketing	\$100,000.00
Office of Student Re-Engagement	\$15,000.00

Background – The project timeline and information are as follows:

Advertised RFP	May 22, 2024 and May 29, 2024
RFP Responses Due	June 12, 2024
RFP Issued To	Twenty-nine (29) Vendors
Responses Received From	Thirteen (13) Vendors
Responses Reviewed By	Public Relations and Marketing, College Connections, and the Purchasing Department

Funds for this expenditure were budgeted in the Public Relations and Marketing, College Connections, and Office of Student Re-Engagement budgets for FY 2024 – 2025, pending Board approval of the budget.

5) Promotional T-Shirts for Student Outreach (Award)

Award the proposal for promotional t-shirts for student outreach for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew, at an estimated total amount of \$165,000.00.

The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
1,2,3 Screen Printing, LLC. (Mission, TX)	All Valley Screenprinting (McAllen, TX)
Authentic Promotions.com (Carmichael, CA)	Imprezos Pro Uniforms, LLC. (Pharr, TX)
Promo Universal, LLC. (Corpus Christi, TX)	

Purpose and Justification - Public Relations and Marketing, Student Activities and Wellness, College Connections, and the Office of Student Re-Engagement requested the purchase of promotional t-shirts. The T-shirts will raise awareness of South Texas College and instill college pride in our community. They'll serve as incentives during registration, career fairs, special programs, general marketing projects, and student activities such as Student Intramural Sports Teams, Student Leadership Academy, Community College Day, Early College High Schools Sports Tournaments, and other Student-College-related events. At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.

The requesting departments and their amounts are as follows:

Department	Amount
College Connections	\$20,000.00
Office of Public Relations and Marketing	\$100,000.00
Office of Student Re-Engagement	\$20,000.00
Student Activities and Wellness	\$25,000.00

Background – The project timeline and information are as follows:

Advertised RFP	May 22, 2024 and May 29, 2024
RFP Responses Due	June 12, 2024
RFP Issued To	Twenty-eight (28) Vendors
Responses Received From	Eleven (11) Vendors
Responses Reviewed By	Public Relations and Marketing, Student Activities and Wellness, College Connections, and the Purchasing Department

Funds for this expenditure were budgeted in the Public Relations and Marketing, Student Activities and Support Services, College Connections, and Office of Student Re-Engagement budgets for FY 2024 – 2025, pending Board approval of the budget.

6) Purchase and Installation of LED Lights and Fixtures – Mid Valley Campus Parking Lot (Award)

Award the proposal for the purchase and installation of LED lights and fixtures – Mid Valley Campus parking lot to **River Line Contracting, LLC.** (McAllen, TX) (New), at a total amount of \$108,000.00.

Purpose and Justification - Facilities Operations and Maintenance requested the purchase and installation of LED Light Fixtures and Round Tapered Steel Poles to replace damaged and rusted parking lot lights at the Mid-Valley Campus. The project is part of the College’s effort to have its parking lots furnished with new lighting fixtures that reduce energy consumption, reduce maintenance costs due to the longer operating life of LED lights, and reduce the use of lamps that contain harmful chemicals to help protect the environment.

Background – The project timeline and information are as follows:

Advertised RFP	May 22, 2024 and May 29, 2024
RFP Responses Due	June 11, 2024
RFP Issued To	Six (6) Vendors
Responses Received From	Two (2) Vendors
Responses Reviewed By	Facilities Operations and Maintenance, Facilities Planning and Construction, and the Purchasing Department

Funds for this expenditure were budgeted in the District-Wide Exterior Lighting Replacement budget for FY 2023 – 2024 and FY 2024 – 2025, pending Board approval of the budget.

7) Purchase of Welding Equipment (Award)

Award the proposal for the purchase of welding equipment to **Linde Gas and Equipment, Inc.** (Pharr, TX) (Previous), at a total amount of \$336,326.00.

Purpose and Justification – The Welding Program in the Division of Business, Public Safety, and Technology requested to purchase thirty-six (36) welding machines and twelve (12) cutting machines for student instruction. This equipment will be used in the

welding programs to train students at the Mid-Valley Campus in Weslaco, Starr County Campus in Rio Grande City, and the Technology Campus in McAllen.

Background – The project timeline and information are as follows:

Advertised RFP	April 17, 2024 and April 24, 2024
RFP Responses Due	May 2, 2024
RFP Issued To	Nine (9) Vendors
Responses Received From	Six (6) Vendors
Responses Reviewed By	Welding and the Purchasing Department
Highest Ranked Vendor	Linde Gas and Equipment, Inc.

Funds for this expenditure were budgeted in the Welding Program budget for FY 2023 – 2024 and FY 2024 – 2025, pending Board approval of the budget.

8) Science Laboratory Supplies (Award)

Award the proposal for science laboratory supplies for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew, at an estimated total amount of \$300,000.00.

The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
Anatomical Worldwide, LLC./ dba Anatomy Warehouse (Skokie, IL)	ASI Associates, Inc./ dba Arbor Scientific (Saline, MI)
Bio Corporation (Alexandria, MN)	Bio-Rad Laboratories, Inc. (Hercules, CA)
Carolina Biological Supply Company (Burlington, NC)	Chemglass Life Sciences (Vineland, NJ)
Fisher Scientific Company, LLC. (Fisher Science Education Business Unit) (Pittsburgh, PA)	Flinn Scientific, Inc. (Batavia, IL)
Midwest Scientific, Inc. (Fenton, MO) (New)	PASCO Scientific (Roseville, CA)
VWR International, LLC. (Radnor, PA)	

Purpose and Justification – The science programs requested to purchase lab supplies for the instruction labs required for science courses. The science laboratory supplies are used for student instruction in the Division of Math and Science by Biology, Chemistry, Physics, Geology, and Geography programs. The programs require labs for students to conduct experiments and testing. Some supply items include specimens, instruments, models, chemicals, glassware, soil, test kits, materials, etc. At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.

Background – The project timeline and information are as follows:

Advertised RFP	May 22, 2024 and May 29, 2024
RFP Responses Due	June 13, 2024
RFP Issued To	Twenty-two (22) Vendors

Responses Received From	Eleven (11) Vendors
Responses Reviewed By	Science Programs and the Purchasing Department

Funds for this expenditure were budgeted in the various requesting science programs budgets for FY 2024 – 2025, pending Board approval of the budget.

9) Travel Services (Award)

Award the proposal for travel services for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew.

The vendors and pricing per ticket are as follows:

Primary Vendor	Texas Music Festivals Enterprise, Inc. (San Juan, TX) (New)	No Charge
Secondary Vendor	Echo Travel Agency (Edinburg, TX)	\$45.00 per ticket

Purpose and Justification – The Purchasing Department requested travel services to provide airline tickets for administration, faculty, and staff who travel for professional development and students who 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 President before purchase. The travel services will include processing airline reservations, automobile rental reservations, hotel reservations, charter services, emergency services, and group travel rates. At the time of purchase, the vendor will be selected based on pricing, availability, individual travel, group travel, and other services needed (car rentals and hotels).

Background – The project timeline and information are as follows:

Advertised RFP	May 22, 2024 and May 29, 2024
RFP Responses Due	June 13, 2024
RFP Issued To	Seven (7) Vendors
Responses Received From	Two (2) Vendors
Responses Reviewed By	Business Office and the Purchasing Department

Funds for this expenditure were budgeted in the various requesting department budgets for FY 2024 – 2025, pending Board approval of the budget.

10) Vending Services - Snacks (Award)

Award the proposal for Vending Services – Snacks to **STX Snacktime Vending Company, LLC.** (Weslaco, TX) (Previous), for the right to sell snacks through self-service vending machines for the period beginning September 1, 2024 through August 31, 2029, with services to all South Texas College locations. The five (5) year proposal includes a monthly commission to the College of 26.5% on net sales. Also, to accept the offer to provide food vending services, if needed, at the Starr County Campus.

Purpose and Justification – The College requested vending services for snacks at all South Texas College campuses and centers. The services provided through self-

service vending machines will be available at all hours for faculty, staff, students, and visitors.

As part of the response to the solicitation for snack vending services, STX Snacktime Vending Company also submitted an additional proposal for consideration by STC for the right to sell other non-snack food products, also through self-service machines at the Starr County Campus given that no on-campus food service is currently available at that campus. These food products include sandwiches and plates of various types, including some breakfast items. The vendor is offering STC a 17% commission on net sales for a five (5) year contract.

Administration requested that the Board authorize this option at the Starr County Campus to be implemented later if it is determined that it is needed.

Background – The project timeline and information are as follows:

Advertised RFP	May 22, 2024 and May 29, 2024
RFP Responses Due	June 13, 2024
RFP Issued To	Five (5) Vendors
Responses Received From	Two (2) Vendors
Responses Reviewed By	Facilities Operations and Maintenance and the Purchasing Department

11) Student Insurance (Award)

Award the proposal for student insurance for the period beginning August 26, 2024 through August 25, 2025, with two one-year options to renew, at no cost to the College. The cost of the insurance coverage is paid by the student.

The vendors are as follows:

A	Student / Faculty Medical Professional Liability Insurance	Affinity Insurance Services, Inc. / American Casualty Company of Reading, PA. (Chicago, IL)
B	Voluntary Student Accident Insurance	Student Assurance Services, Inc. / Ameritas Life Insurance Corp. (Stillwater, MN)
C	Workforce Training Programs Student Accident Insurance	Student Assurance Services, Inc. / Ameritas Life Insurance Corp. (Stillwater, MN)
D	Business, Public Safety, and Technology Student Accident Insurance	Student Assurance Services, Inc. / Ameritas Life Insurance Corp. (Stillwater, MN)

Purpose and Justification – Administration requested student insurance proposals 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.

The primary purpose of student insurance is as follows:

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

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

Mr. Chase Carlisle, the College’s Risk Management Consultant, recommended the following awards:

A. Student / Faculty Medical Professional Liability Insurance:

Affinity Insurance Services, Inc. / American Casualty Company of Reading, PA for the period beginning August 26, 2024 through August 26, 2025. The cost of medical professional liability insurance is paid by the students enrolled in the Nursing and Allied Health and Child Development programs. The College and Faculty are insured parties at no additional cost to the student or to the College.

Premium	\$24,889
Number of Students (estimate)	2,488 (approximately \$10 per student)
Limits	\$1,000,000 per occurrence / \$5,000,000 aggregate

- ⇒ The cost per student (\$10) is the same as the prior year.
- ⇒ The carrier remains unchanged from the prior year.
- ⇒ Students enrolled in the Nursing and Allied Health and Child Development programs are automatically enrolled for this coverage.
- ⇒ Students pay for insurance.

B. Voluntary Student Accident Insurance:

Student Assurance Services, Inc. / Ameritas Life Insurance Corp. for the period beginning August 26, 2024 through August 26, 2025. This is a voluntary product, so there is no cost to the College (same as the prior year).

- ⇒ The cost to the student who elects to purchase this voluntary coverage decreased from the prior year and would be as follows:
 - \$45.00 for school time coverage
 - \$90.00 for full-time (24-hour) coverage
 - \$8.00 for dental coverage
- ⇒ The student accident insurance limit is \$25,000.

C. Workforce Training Programs Student Accident Insurance:

Student Assurance Services, Inc. / Ameritas Life Insurance Corp. for the period beginning August 26, 2024 through August 26, 2025. Participants are enrolled in non-credit Continuing Education Training Programs such as Phlebotomy, Welding, Emergency Care Assistant, and Building Trades.

- ⇒ The premium is \$750 based on an *estimated* 433 participants in the workforce training programs. The actual cost per student will be determined once enrollment numbers are received. The cost has decreased from prior year.
- ⇒ Participants in non-credit Continuing Education Training Programs are automatically enrolled for this coverage.
- ⇒ The student accident insurance coverage limit is \$25,000.
- ⇒ The premium is paid by the students.

D. Business, Public Safety & Technology Student Accident Insurance:

Student Assurance Services, Inc. / Ameritas Life Insurance Corp. for the period beginning August 26, 2024 through August 26, 2025. The annual premium is included with the Workforce Training Programs Student Accident Insurance premium. Participants are enrolled in Business, Public Safety & Technology programs.

- ⇒ The premium is \$750 based on an *estimated* 1,942 participants in the Business, Public Safety & Technology programs. The actual cost per student will be determined once enrollment numbers are received. The cost has decreased from prior year.
- ⇒ The student accident insurance coverage limit is \$25,000.
- ⇒ The premium is paid by the students.

The project timeline and information are as follows:

Advertised RFP	May 22, 2024 and May 29, 2024
RFP Responses Due	June 11, 2024
RFP Issued To	Eighteen (18) Vendors
Responses Received From	Three (3) Vendors
Responses Reviewed By	Insurance Consultant, Risk Manager, and the Purchasing Department

Enclosed Documents – The insurance recommendations and spreadsheets provided by Mr. Chase Carlisle, Insurance Risk Management Consultant, followed in the packet for the Board’s information and review.

Mr. Chase Carlisle from Carlisle Insurance was available to address any questions.

12) Property and Casualty Insurance (Renewal)

Renew the property and casualty insurance for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$2,363,965.11.

Purpose and Justification – Administration requested to renew the property and casualty insurance that includes the Property / Inland Marine / Boiler & Machinery, Crime, School Leaders Errors & Omissions, General Liability, Law Enforcement Liability, Automobile, Workers Compensation, and Cyber Liability.

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

On April 26, 2022, the Board of Trustees approved a contract for insurance risk management consulting services with Carlisle Insurance. Mr. Chase Carlisle, the company's representative, recommends the following renewals:

Property, Inland Marine, and Boiler and Machinery	
Vendor / Carrier	Montalvo Insurance Agency / The Hartford Fire Insurance Company
Premium	\$1,715,651
Premium Increase / Decrease	Increase of 20% (\$1,419,401 to \$1,715,651)*
<i>*The increase is due to the recent increase in property values and claims reported for FY 2024.</i>	
Crime	
Vendor / Carrier	Montalvo Insurance Agency / The Hartford Fire Insurance Company
Premium	\$8,122
Premium Increase / Decrease	Decrease of 1% (\$8,174 to \$8,122)**
<i>**The decrease is due to no crime claims in FY 2024.</i>	
School Leaders Errors & Omissions, General Liability, Law Enforcement Liability, and Automobile	
Vendor / Carrier	Texas Association of School Boards (TASB) / TASB Risk Management Fund
Premium	\$244,612
Premium Increase / Decrease	Increase of 1% (\$241,153 to \$244,612)***
<i>*** The increase is due to a few claims being reported in FY 2024.</i>	
Workers Compensation	
Vendor / Carrier	Texas Association of School Boards (TASB) / TASB Risk Management Fund
Premium	\$351,670
Premium Increase / Decrease	Increase of 17% (\$299,652 to \$351,670)****
<i>****The increase is due to recent salary increases with no change to the insurance rate.</i>	
Cyber Liability	
Vendor / Carrier	Montalvo Insurance Agency / AIG Specialty Insurance Company
Premium	\$43,910.11
Premium Increase / Decrease	Increase of 1% (\$43,608 to \$43,910.11)*****
<i>***** The increase is solely due to market rate increases and not claims reported in FY 2024.</i>	

The total recommended renewals to **Montalvo Insurance Agency** and the **Texas Association of School Boards (TASB)** are as follows:

Insurance Types	TASB	Montalvo
Property / Inland Marine and Boiler & Machinery		\$1,715,651

Insurance Types	TASB	Montalvo
Crime		\$8,122
School Leaders Errors & Omissions, General Liability, Law Enforcement	\$166,171	
Automobile	\$78,441	
Workers Compensation	\$351,670	
Cyber Liability		\$43,910.11
Total	\$596,282	\$1,767,683.11
Grand Total		\$2,363,965.11

Background – The Board awarded the contracts as follows:

Term: August 22, 2023 – one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	08/22/23	09/01/23 – 08/31/24	
First Renewal	07/16/24		09/01/24 – 08/31/25

Funds for these expenditures were budgeted in the Insurance and Benefits budgets for FY 2024 – 2025, pending Board approval of the budget.

Enclosed Documents – The insurance renewal recommendations and spreadsheets provided by Mr. Chase Carlisle, Insurance Risk Management Consultant, follow in the packet for the Committee’s information and review.

Mr. Chase Carlisle from Carlisle Insurance will be available to address any questions.

2. Rejection of Proposals

13) Non-Credit Course Registration and Management Software (Reject)

Reject the two (2) proposals received for the non-credit course registration and management software because the vendors did not meet and/or submit the required specifications and/or documents. This project will be re-solicited with updated specifications.

3. Purchases and Renewals (Instructional Item)

14) Welding Gases, Metals, and Supplies (Renewal)

Renew the contracts for welding gases, metals, and supplies for the period beginning October 1, 2024 through September 30, 2025, at an estimated total amount of \$450,000.00, which is based on prior year expenditures.

The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
Airgas USA, LLC (McAllen, TX)	CV Industrial Hardware, LLC (Mission, TX)
Linde Gas and Equipment, Inc. (Pharr, TX)	Matheson Tri-Gas (San Benito, TX)

Vendor (City, State)	Vendor (City, State)
Triple-S Steel Supply, LLC/ dba Alamo Iron Works (San Antonio, TX)	

Purpose and Justification – The Welding Program and Continuing, Professional, and Workforce Education requested the purchase of various gases, metals, and classroom/lab supplies used by students for hands-on instruction in welding classes throughout the College district. At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.

Background – The Board awarded the contract as follows:

Term: September 26, 2023 – one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	09/26/23	10/01/23 – 09/30/24	
First Renewal	07/16/24		10/01/24 – 09/30/25

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

Funds for this expenditure were budgeted in the Welding Program and Continuing Education budgets for FY 2024 – 2025 and FY 2025 – 2026, pending Board approval of the budget.

Purchases and Renewals (Non-Instructional Items)

15) Air Conditioning Filters and Installation (Purchase)

Purchase air conditioning filters and installation from **Joe W. Fly Company, Inc.** (Dallas, TX/Harlingen, TX) (Previous), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$125,709.82, which is based on prior year expenditures.

The services are as follows:

#	Equipment	Service	Amount	Annual Amount
1	Air Handlers	Bi-Monthly	\$18,452.42	\$110,714.52
2	Portable Building AC Units	Quarterly	\$976.65	\$3,906.60
3	Variable Air Volume Boxes	Semi-Annually	\$5,544.35	\$11,088.70
			Total Amount	\$125,709.82

Purpose and Justification – Facilities Operations and Maintenance requested the purchase, installation, and removal of air conditioning filters for various types of equipment. Three thousand one hundred sixty-nine (3,169) air condition filters are replaced bi-monthly, quarterly, and semi-annually in fifty-three (53) buildings and fifty-two (52) portable buildings throughout the district. The filters are needed to maintain the air quality in the buildings and to keep the systems clean and running properly.

Funds for this expenditure were budgeted in the Facilities Maintenance budget for FY 2024 – 2025, pending Board approval of the budget.

16) 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) (Previous), a Sourcewell and The Interlocal Purchasing System (TIPS) purchasing cooperatives approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$170,000.00, which is based on prior year expenditures.

Purpose and Justification – Facilities Operations and Maintenance is requesting to purchase as-needed building automation control equipment, parts, and maintenance, including replacement parts and services for all the buildings through the College district.

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 to replace components for the air conditioning building control systems for the chillers to operate efficiently and at full capacity.

Funds for this expenditure were budgeted in the Facilities Maintenance and Districtwide Renewals and Replacements budgets for FY 2024 – 2025, pending Board approval of the budget.

17) Chiller Chemicals and Maintenance (Purchase)

Purchase chiller chemicals and maintenance from **Kurita America, Inc.** (Minneapolis, MN) (Previous), a State of Texas Term contract approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$87,000.00, which is based on prior year expenditures.

Purpose and Justification – Facilities Operations and Maintenance is requesting to purchase chiller chemicals and maintenance for all nineteen (19) chillers throughout the district as needed. 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 2024 – 2025, pending Board approval of the budget.

18) Parts and Supplies (Purchase)

Purchase parts and supplies from **W. W. Grainger, Inc. / dba Grainger** (Austin, TX/McAllen, TX) (Previous), the State of Texas Multiple Award Schedule (TXMAS), E&I Cooperative Services, Sourcewell, and the Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$110,000.00, which is based on prior year expenditures.

Purpose and Justification – Facilities Operations and Maintenance requested parts and supplies, which will be purchased for the day-to-day operation of the College as needed.

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 were budgeted in the Facilities Maintenance budget for FY 2024 – 2025, pending Board approval of the budget.

19) Advertising Services (Renewal)

Renew the contracts for advertising services for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$653,400.00, which is based on prior year expenditures.

The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
25th Hour Communications, Inc. (Mashpee, MA)	Acme Partnership, LP. (Austin, TX)
AIM Media Texas Operating, LLC. (McAllen, TX)	Buena Aventura, LLC./ dba Mega Doctor News (McAllen, TX)
Buena Aventura, LLC./ dba Texas Border Business (McAllen, TX)	De Shopping En Texas (McAllen, TX)
Entravision Communications (McAllen, TX)	GC Publishing/ dba Edible RGV (Brownsville, TX)
I Heart Media (Weslaco, TX)	Image House Media, LLC. (McAllen, TX)
International Billboards (McAllen, TX)	KRGV (Weslaco, TX)
Lamar Advertising (San Benito, TX)	Media Choice, LLC. (Austin, TX)
Mexico Industry/ ICP, LLC. (McAllen, TX)	National Cinemedia, LLC. (NCM) (Centennial, CO)
NBC Universal, LLC. Telemundo Rio Grande Valley, LLC. (McAllen, TX)	Nexstar Media, Inc. (KVEO/ SVEO/ NVEO/ KBGT/ Valleycentral.com) (Harlingen, TX)
Radio United, LLC. (McAllen, TX)	RGVision Publications, LLC. (Mission, TX)
Socialife News, LLC. (McAllen, TX)	Sombrero Advertising & Marketing (McAllen, TX)
Spectrum Reach/ Charter Communications Holdings, LLC. (McAllen, TX)	Starchannel Marketing (McAllen, TX)
Starr County Town Crier (Rio Grande City, TX)	Univision Receivables (Univision Radio) (Los Angeles, CA)
Urban TVs, LLC. (Palmview, TX)	VBR Media/ dba Valley Business Report (Clermont, FL)
VisionPoint Marketing, LLC. (Raleigh, NC)	Vox Veritas, LLC./ dba Rio Grande Guardian (McAllen, TX)

Purpose and Justification – Public Relations and Marketing requested the purchase of advertising services to be used district-wide for marketing purposes and other related services when needed. Advertising includes but is not limited to newspaper, magazine, television, radio, website, blog, cinema, billboard, and other out-of-home opportunities.

At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.

Background – The Board awarded the contract as follows:

Term: January 31, 2023 – one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	01/31/23	03/01/23 – 08/31/24	
First Renewal	07/16/24		09/01/24 – 08/31/25

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

Funds for this expenditure were budgeted in the Advertising Services budget for FY 2024 – 2025, pending Board approval of the budget.

20) Commercial Card Services (Accounts Payable Card) (Renewal)

Renew the contract for commercial card services (accounts payable card) with **PNC Bank** (McAllen, TX) (Previous), for the period beginning September 1, 2024 through August 31, 2025, at no charge to the College.

Purpose and Justification – The Business Office requested to renew the commercial card services used for vendor invoice payments and payments to vendors that do not accept purchase orders (registrations, subscriptions, software, etc.).

The Accounts Payable (AP) card serves as an Accounts Payable Department payment solution. It allows the Business Office to expedite vendor payments and reduce the College's payment processing and statement reconciliation costs and time. In addition, the program offers the College the potential to earn a 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 card 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, 2024 is \$807,448.31.

Fiscal Year	Rebate Amounts
FY 2015	\$38,976.69
FY 2016	\$53,275.14
FY 2017	\$86,235.21
FY 2018	\$121,724.22
FY 2019	\$102,205.64
FY 2020	\$73,198.51
FY 2021	\$73,116.47
FY 2022	\$83,473.18
FY2023	\$88,444.43
FY2024 Sept-May	\$86,798.82

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

21) Digital Advertising Services (Renewal)

Renew the contracts for digital advertising services for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$435,600.00, which is based on prior year expenditures.

The vendors are as follows:

Primary Vendor	ReachLocal, Inc. (Woodland Hills, CA)
Secondary Vendors	Entravision Communications (McAllen, TX)
	KRGV (Weslaco, TX)
	Nexstar Media, Inc. (Harlingen, TX)

Purpose and Justification – Public Relations and Marketing requested to purchase digital advertising services to be used district-wide for marketing purposes and other related services on an as-needed basis. Digital advertising includes but is not limited to social media, YouTube, streaming TV/radio, displays, pay-per-click, geotargeting, and other digital opportunities. At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.

Background – The Board awarded the contract as follows:

Term: January 31, 2023 – one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	01/31/23	03/01/23 – 08/31/24	
First Renewal	07/16/24		09/01/24 – 08/31/25

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

Funds for this expenditure were budgeted in the Advertising Services budget for FY 2024 – 2025, pending Board approval of the budget.

22) Elevator Maintenance Agreement (Renewal)

Renew the elevator maintenance agreement with **Otis Elevator Company** (Dallas, TX/McAllen, TX) (Previous), a Texas Association of School Boards – Buyboard and OMNIA Partners approved vendor for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$100,000.00, which is based on prior year expenditures.

Purpose and Justification – Facilities Operations and Maintenance requested to renew the elevator maintenance agreement for all the elevators district wide.

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 the Facilities Maintenance Department as needed.

Funds for this expenditure were budgeted in the Mechanical Systems Maintenance budget for FY 2024 – 2025, pending Board approval of the budget.

23) Office Supplies (Renewal)

Renew the contracts for office supplies for the period beginning October 1, 2024, through September 30, 2025, at an estimated total amount of \$350,000.00, which is based on prior year expenditures.

The vendors are as follows:

Primary Vendor	Gateway Printing & Office Supply, Inc. (Edinburg, TX)
Secondary Vendors	Copy Plus (McAllen, TX)
	Quill, LLC (Lincolnshire, IL)
	Ray’s Business Products (Pharr, TX)

Purpose and Justification – The Instructional Programs and Support Services requested to purchase office supplies, including but not limited to paper, pens, markers, folders, indexes, batteries, binders, labels, dividers, sticky notes, tape, etc. The supplies are essential for the daily operation of the College’s instructional programs and support services departments. The office supplies are purchased throughout the fiscal year, considering the type of item, the delivery services, pricing, and availability of the items. At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.

Background - The Board awarded the contract as follows:

Term: August 22, 2023 – one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	08/22/23	10/01/23 – 09/30/24	
First Renewal	07/16/24		10/01/24 – 09/30/25

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

Funds for this expenditure were budgeted in various departments' budgets for FY 2024 – 2025, and FY 2025 – 2026, pending Board approval of the budget.

Recommendation:

It was requested that the Board approve the award of proposals, rejection of proposals, purchases, and renewals at a total revised cost of \$6,645,965.93, as listed below:

Award of Proposals

- 1) **Custodial Supplies (Award):** award the proposal for custodial supplies for the period beginning August 18, 2024 through August 17, 2025, with two one-year options to renew, at an estimated total amount of \$300,000.00. The vendors are as follows:

Primary Vendor	Gulf Coast Paper, Co. (Brownsville, TX)
Secondary Vendors	Brady Plus (San Antonio, TX) (New)
	CC Distributors, Inc. (Corpus Christi, TX)
	Rio Paper & Supply, LLC. (Pharr, TX)

- 2) **Internet Service for South Texas College Sites (Award):** award the proposal for internet service for South Texas College sites to **Smartcom Telephone, LLC.** (McAllen, TX) (**Previous**), for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew, at an estimated total amount of \$40,932.00;
- 3) **Mail Services (Award):** award the proposal for mail services to **Upper Valley Mail Services, LLC.** (McAllen, TX) (**Previous**), for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew, at an estimated total amount of \$45,000.00;
- 4) **Promotional Items for Student Outreach (Award):** award the proposal for promotional items for student outreach for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$150,000.00. The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
4imprint, Inc. (Oshkosh, WI)	Authentic Promotions.com (Carmichael, CA)
Gateway Printing (Edinburg, TX)	Imprezos Pro Uniforms, LLC. (Pharr, TX)
Promo Universal, LLC. (Corpus Christi, TX)	

- 5) **Promotional T-Shirts for Student Outreach (Award):** award the proposal for promotional t-shirts for student outreach for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew, at an estimated total amount of \$165,000.00. The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
1,2,3 Screen Printing, LLC. (Mission, TX)	All Valley Screenprinting (McAllen, TX)
Authentic Promotions.com (Carmichael, CA)	Imprezos Pro Uniforms, LLC. (Pharr, TX)
Promo Universal, LLC. (Corpus Christi, TX)	

- 6) **Purchase and Installation of LED Lights and Fixtures – Mid Valley Campus Parking Lot (Award):** award the proposal for the purchase and installation of LED lights and fixtures – Mid Valley Campus parking lot to **River Line Contracting, LLC** (McAllen, TX), at a total amount of \$108,000.00;
- 7) **Purchase of Welding Equipment (Award):** award the proposal for the purchase of welding equipment to **Linde Gas and Equipment, Inc.** (Pharr, TX) (**Previous**), at a total amount of \$336,326.00.
- 8) **Science Laboratory Supplies (Award):** award the proposal for science laboratory supplies for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew, at an estimated total amount of \$300,000.00. The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
Anatomical Worldwide, LLC./ dba Anatomy Warehouse (Skokie, IL)	ASI Associates, Inc./ dba Arbor Scientific (Saline, MI)
Bio Corporation (Alexandria, MN)	Bio-Rad Laboratories, Inc. (Hercules, CA)
Carolina Biological Supply Company (Burlington, NC)	Chemglass Life Sciences (Vineland, NJ)
Fisher Scientific Company, LLC. (Fisher Science Education Business Unit) (Pittsburgh, PA)	Flinn Scientific, Inc. (Batavia, IL)
Midwest Scientific, Inc. (Fenton, MO) (New)	PASCO Scientific (Roseville, CA)
VWR International, LLC. (Radnor, PA)	

- 9) **Travel Services (Award):** award the proposal for travel services for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew. The vendors and pricing per ticket are as follows:

Primary Vendor	Texas Music Festivals Enterprise, Inc. (San Juan, TX) (New)	No Charge
Secondary Vendor	Echo Travel Agency (Edinburg, TX)	\$45.00 per ticket

- 10) **Vending Services - Snacks (Award):** award the proposal for vending services – snacks to **STX Snacktime Vending Company, LLC.** (Weslaco, TX) (**Previous**), for the right to sell snacks through self-service vending machines for the period beginning September 1, 2024 through August 31, 2029, with services to all South Texas College locations. The five (5) year proposal includes a monthly commission to the College of 26.5% on net sales. **Also, to accept the offer to provide food vending services, if needed, at the Starr County Campus;**

11) Student Insurance (Award): award the proposal for student insurance for the period beginning August 26, 2024 through August 25, 2025 with two one-year options to renew, at no cost to the College. The cost of the insurance coverage is paid by the student. The vendors are as follows:

A	Student / Faculty Medical Professional Liability Insurance	Affinity Insurance Services, Inc. / American Casualty Company of Reading, PA. (Chicago, IL)
B	Voluntary Student Accident Insurance	Student Assurance Services, Inc. / Ameritas Life Insurance Corp. (Stillwater, MN)
C	Workforce Training Programs Student Accident Insurance	Student Assurance Services, Inc. / Ameritas Life Insurance Corp. (Stillwater, MN)
D	Business, Public Safety and Technology Student Accident Insurance	Student Assurance Services, Inc. / Ameritas Life Insurance Corp. (Stillwater, MN)

12) Property and Casualty Insurance (Renewal): renew the property and casualty insurance for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$2,363,965.11.

Property, Inland Marine, and Boiler and Machinery	
Vendor / Carrier	Montalvo Insurance Agency / The Hartford Fire Insurance Company
Premium	\$1,715,651
Premium Increase / Decrease	Increase of 20% (\$1,419,401 to \$1,715,651)*
<i>*The increase is due to the recent increase in property values and claims reported for FY 2024.</i>	
Crime	
Vendor / Carrier	Montalvo Insurance Agency / The Hartford Fire Insurance Company
Premium	\$8,122
Premium Increase / Decrease	Decrease of 1% (\$8,174 to \$8,122)**
<i>**The decrease is due to no crime claims in FY 2024.</i>	
School Leaders Errors & Omissions, General Liability, Law Enforcement Liability, and Automobile	
Vendor / Carrier	Texas Association of School Boards (TASB) / TASB Risk Management Fund
Premium	\$244,612
Premium Increase / Decrease	Increase of 1% (\$241,153 to \$244,612)***
<i>*** The increase is due to a few claims being reported in FY 2024.</i>	
Workers Compensation	
Vendor / Carrier	Texas Association of School Boards (TASB) / TASB Risk Management Fund
Premium	\$351,670
Premium Increase / Decrease	Increase of 17% (\$299,652 to \$351,670)****
<i>****The increase is due to recent salary increases with no change to the insurance rate.</i>	

Cyber Liability	
Vendor / Carrier	Montalvo Insurance Agency / AIG Specialty Insurance Company
Premium	\$43,910.11
Premium Increase / Decrease	Increase of 1% (\$43,608 to \$43,910.11)*****
***** <i>The increase is solely due to market rate increases and not claims reported in FY 2024.</i>	

Rejection of Proposals

13) Non-Credit Course Registration and Management Software (Reject): reject the two (2) proposals received for the non-credit course registration and management software since the vendors did not meet and/or submit the required specifications and/or documents. This project will be re-solicited with updated specifications;

Purchases and Renewals (Instructional Item)

14) Welding Gases, Metals, and Supplies (Renewal): renew the contracts for welding gases, metals, and supplies for the period beginning October 1, 2024, through September 30, 2025, at an estimated total amount of \$450,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
Airgas USA, LLC (McAllen, TX)	CV Industrial Hardware, LLC (Mission, TX)
Linde Gas and Equipment, Inc. (Pharr, TX)	Matheson Tri-Gas (San Benito, TX)
Triple-S Steel Supply, LLC/ dba Alamo Iron Works (San Antonio, TX)	

Purchases and Renewals (Non-Instructional Items)

15) Air Conditioning Filters and Installation (Purchase): purchase air conditioning filters and installation from **Joe W. Fly Company, Inc.** (Dallas, TX/Harlingen, TX) (**Previous**), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$125,709.82, which is based on prior year expenditures;

16) 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) (**Previous**), a Sourcewell and The Interlocal Purchasing System (TIPS) purchasing cooperatives approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$170,000.00, which is based on prior year expenditures;

17) Chiller Chemicals and Maintenance (Purchase): purchase chiller chemicals and maintenance from **Kurita America, Inc.** (Minneapolis, MN) (**Previous**), a State of Texas Term contract approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$87,000.00, which is based on prior year expenditures;

18) Parts and Supplies (Purchase): purchase parts and supplies from **W. W. Grainger, Inc. / dba Grainger** (Austin, TX/McAllen, TX) (**Previous**), the State of Texas Multiple Award Schedule (TXMAS), E&I Cooperative Services, Sourcewell,

and the Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$110,000.00, which is based on prior year expenditures;

19)Advertising Services (Renewal): renew the contracts for advertising services for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$653,400.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
25th Hour Communications, Inc. (Mashpee, MA)	Acme Partnership, LP. (Austin, TX)
AIM Media Texas Operating, LLC. (McAllen, TX)	Buena Aventura, LLC./ dba Mega Doctor News (McAllen, TX)
Buena Aventura, LLC./ dba Texas Border Business (McAllen, TX)	De Shopping En Texas (McAllen, TX)
Entravision Communications (McAllen, TX)	GC Publishing/ dba Edible RGV (Brownsville, TX)
I Heart Media (Weslaco, TX)	Image House Media, LLC. (McAllen, TX)
International Billboards (McAllen, TX)	KRGV (Weslaco, TX)
Lamar Advertising (San Benito, TX)	Media Choice, LLC. (Austin, TX)
Mexico Industry/ ICP, LLC. (McAllen, TX)	National Cinemedia, LLC. (NCM) (Centennial, CO)
NBC Universal, LLC. Telemundo Rio Grande Valley, LLC. (McAllen, TX)	Nexstar Media, Inc. (KVEO/ SVEO/ NVEO/ KBGT/ Valleycentral.com) (Harlingen, TX)
Radio United, LLC. (McAllen, TX)	RGVision Publications, LLC. (Mission, TX)
Socialife News, LLC. (McAllen, TX)	Sombrero Advertising & Marketing (McAllen, TX)
Spectrum Reach/ Charter Communications Holdings, LLC. (McAllen, TX)	Starchannel Marketing (McAllen, TX)
Starr County Town Crier (Rio Grande City, TX)	Univision Receivables (Univision Radio) (Los Angeles, CA)
Urban TVs, LLC. (Palmview, TX)	VBR Media/ dba Valley Business Report (Clermont, FL)
VisionPoint Marketing, LLC. (Raleigh, NC)	Vox Veritas, LLC./ dba Rio Grande Guardian (McAllen, TX)

20)Commercial Card Services (Accounts Payable Card) (Renewal): renew the contract for commercial card services (accounts payable card) with **PNC Bank** (McAllen, TX) (**Previous**), for the period beginning September 1, 2024 through August 31, 2025, at no charge to the College;

21)Digital Advertising Services (Renewal): renew the contracts for digital advertising services for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$435,600.00, which is based on prior year expenditures. The vendors are as follows:

Primary Vendor	ReachLocal, Inc. (Woodland Hills, CA)
Secondary Vendors	Entravision Communications (McAllen, TX)
	KRGV (Weslaco, TX)
	Nexstar Media, Inc. (Harlingen, TX)

22) Elevator Maintenance Agreement (Renewal): renew the elevator maintenance agreement with **Otis Elevator Company** (Dallas, TX/McAllen, TX) (**Previous**), a Texas Association of School Boards – Buyboard and OMNIA Partners approved vendor for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$100,000.00, which is based on prior year expenditures;

23) Office Supplies (Renewal): renew the contracts for office supplies for the period beginning October 1, 2024, through September 30, 2025, at an estimated total amount of \$350,000.00, which is based on prior year expenditures. The vendors are as follows:

Primary Vendor	Gateway Printing & Office Supply, Inc. (Edinburg, TX)
Secondary Vendors	Copy Plus (McAllen, TX)
	Quill, LLC (Lincolnshire, IL)
	Ray’s Business Products (Pharr, TX)

The Finance, Audit, and Human Resources Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. Danny Guzman and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized the award of proposals, rejection of proposals, purchases, and renewals, at a total revised cost of \$6,245,965.93.

The motion carried.

Review and Action as Necessary on Resolution #2024-016 for South Texas College Board of Trustees to Certify Compliance with Senate Bill 17 (Sb17) for Fiscal Year 2024

Purpose and Justification – Administration recommended Board approval of resolution #2024-016 for South Texas College Board of Trustees to Certify Compliance with Senate Bill 17 (SB 17) for Fiscal Year 2024.

SB 17, enacted by the 88th Texas Legislature and went into effect on January 1, 2024, mandates significant changes to how public institutions of higher education engage in certain Diversity, Equity, and Inclusion (DEI) prohibited practices and initiatives. Below is a summary of the provisions and compliance requirements under SB 17:

- Prohibition of DEI offices and initiatives.
- Restrictions on DEI statements and training.
- Maintain policies and procedures for disciplining violations of SB 17.

- Submission of annual compliance certification report.
- The governing board or board designee to testify in the interim between regular sessions to the appropriate legislative committee on SB 17 compliance.
- Participation in the state auditor's periodic audits.

Background – SB 17 does not authorize an institution of higher education to spend money appropriated to the institution for a state fiscal year until the board submits to the Texas Higher Education Coordinating Board and the legislature a report certifying compliance with SB 17 during the preceding state fiscal year. The Senate bill also requires the board of each institution of higher education or the board's designee to testify before the standing legislative committees of higher education at a public hearing of the committee regarding the board's compliance with SB 17. The resolution strengthens the College's commitment to adhering to the legislative requirements set forth by SB 17.

Reviewers – The College Staff and South Texas College's Legal Counsel reviewed the resolution.

Enclosed Documents – Resolution #2024-016 was provided in the packet.

Vice Presidents were present to address questions.

The Finance, Audit, and Human Resources Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. David Del Los Rios and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College approved and authorized Resolution #2024-016 for the South Texas College Board of Trustees to Certify Compliance with Senate Bill 17 for Fiscal Year 2024, as presented. [Here](#)

The motion carried.

Discussion and Action as Necessary on Interlocal Agreement for Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for FY 2024 - 2025

Purpose and Justification – Administration recommended Board approval of the Interlocal Agreement for Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for FY 2024 - 2025 for a one-year period of September 1, 2024 through August 31, 2025.

The Interlocal Agreement establishes intercampus bus routes to serve all the South Texas College (STC) campuses and to provide students with transportation services. The bus routes will benefit students, faculty, and staff 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.

Background – At the March 2024 Board meeting, the Board approved to reestablish the Valley Metro Purple Line transportation route that connects the STC Mid Valley Campus

to the STC Nursing Campus. This route had been suspended by the LRGVDC since October 2020 due to low ridership during the pandemic and lack of bus drivers.

Information regarding the FY 2024 – 2025 Transportation Services and Agreement are presented below.

Student 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 2020 through FY 2024, and the total net cost to STC for the same fiscal year:

Ridership Routes	FY 19 – 20	FY 20 - 21	FY 21 - 22	FY 22 – 23	FY 23 – 24 ¹
Yellow Line ⁴	13,289	595	1,483	2,030	2,856
Park & Ride ²	18,070	0	0	0	0
Green Line ⁴ (Starr Campus to Pecan)	7,379	831	2,114	2,117	2,430
Green Line ⁴ (Route 60-Roma)	4,278	90	1,376	2,301	1,901
Purple Line ³ (Mid Valley to NAH)	4,267	38	0	0	0
Total Ridership	47,283	1,554	4,973	6,448	7,187
Total Net Cost	\$317,213	\$84,112⁵	\$254,431	\$272,199	\$327,869

¹FY 2024 Ridership as of May 2024

²Service ended March 2020

³Cancelled October 2020

⁴Operating a reduced service beginning FY 2021

⁵CARES Act funding was provided in FY 2021

Proposed Agreement for Fiscal Year 2024 – 2025

Below is a summary of the costs for the current Interlocal Agreement and the proposed Interlocal Agreement.

	Current FY 2024 Agreement	Proposed FY 2025 Agreement
	Total Operating Cost	Total Operating Cost
Green Line – Route 60 – Roma	M - F	M - F
Total Cost	\$182,381	\$241,003
Grant Reimbursement	105,783	144,642
Net STC Cost	\$76,598	\$96,361
Green Line – Rio Grande City	M - F	M - F
Total Cost	\$243,028	\$248,476
Grant Reimbursement	141,623	150,564

Net STC Cost	\$101,405	\$97,912
Purple Line – Weslaco		
	M - F	M - F
Total Cost	\$0	\$171,288
Grant Reimbursement	0	100,158
Net STC Cost	\$0	\$71,130
Yellow Line – McAllen 3 Campuses		
	M - F	M - F
Total Cost	\$335,061	\$366,811
Grant Reimbursement	185,195	204,143
Net STC Cost	\$149,866	\$162,668
Total All Lines		
Total Cost	\$760,470	\$1,027,578
Grant Reimbursement	432,601	599,507
Net STC Cost	\$327,869	\$428,071
Increase of Net STC Cost	\$55,670	\$100,202

FY 2024 - 2025	Amount
Total Operating Cost for Services	\$1,027,578
Less Contributions:	
State/Federal Operating	\$599,507
Total Net Cost to STC	\$428,071
STC Direct Expenditures – Yellow Line	\$162,668
STC Payment to LRGVDC – Green Line 1	97,912
STC Payment to LRGVDC – Green Line Route 60 (Roma)	96,361
STC Payment to LRGVDC – Purple Line (Mid-Valley)	71,130
Total Net Cost to South Texas College	\$428,071

The budgeted cost by transportation routes for FY 2024 - 2025 are as follows

Transportation Routes	Total Operating Cost for System	Contributions	STC Direct Expenditures	STC Payment to LRGVDC
Starr (Green-1)	248,476	150,564	0	97,912
Starr (Green-Roma)	241,003	144,642	0	96,361
Mid-Valley (Purple)	171,288	100,158	0	71,130
Circular (Yellow)	366,811	204,143	162,668	0
Total	\$1,027,578	\$599,507	\$162,668	\$265,403

Proposed Agreement for FY 2024 - 2025

- The proposal is to maintain the Green Line Route 60 (Roma) and Green Line 1 Route (Starr County Campus to Pecan Campus) to continue operating Monday – Friday.
- Continue the Interlocal Agreement with LRGVDC for the Yellow Line transportation routes, Monday – Friday.
- Reestablish the Purple Line Route (Mid-Valley Campus to Nursing and Allied Health Campus) to operate Monday – Friday.
- The total estimated STC net cost will increase by \$100,202 from the current year.

Funding Source - Funds for this expenditure will be budgeted in the Student Transportation Services budget for FY 2024 - 2025.

Reviewers – The Interlocal Agreement was reviewed by the Director of Valley Metro at the LRGVDC, Vice President for Finance and Administrative Services, Associate Vice President for Finance and Management, Chief of Police for Department of Public Safety, Contract Manager, and the College’s Legal Counsel. The FY 2024 - 2025 Interlocal Agreement is still pending final approval by the LRGVDC.

Enclosed Documents – The draft Interlocal Agreement and PowerPoint presentation, was included in the packet for the Board’s information and review.

Tom Logan from the LRGVDC, Mary Del Paz, Vice President for Finance and Administrative Services, Ruben Suarez, Chief of Police for the Department of Public Safety, and Alina O. Cantu, Public Safety and Transportation Services Manager, were present Board meeting to respond to questions.

The Finance, Audit, and Human Resources Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mrs. Victoria Cantu and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized the Interlocal Agreement for Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for FY 2024 – 2025, for a one-year period of September 1, 2024 through August 31, 2025, as presented, and contingent upon approval by the LRGVDC.

The motion carried.

Update on the Operation of the College Bookstore

Mary Del Paz, Vice President for Finance and Administrative Services, and George McCaleb, Director for Facilities Operations and Maintenance, provided an update on the request for proposals for the Operation of the College Bookstore.

Purpose and Justification – The College has advertised a request for proposals to manage the South Texas College bookstores located at the Pecan, Mid Valley, Nursing and Allied Health, Starr County, and Technology campuses. A term of five (5) years beginning November 1, 2024 through October 31, 2029.

The bookstore services must be available for students, faculty, and staff district-wide to purchase books, reference materials, and testing forms related to all coursework.

Background – The bookstore services contract has been awarded to an outsourced vendor since 1999. The bookstore vendors have been Follet Higher Education Group, Inc., from 1999 to 2004, and Barnes and Noble College Bookseller, LLC., from 2004 to 2024.

The project timeline is as follows:

ACTION	DATE
RFP Issue Date & Advertisement	Wednesday, May 22, 2024
Complete Acknowledgement of Receipt Form, Confirm Attendance at the Pre-Proposal / Bidders Conference, and Schedule the Site Visit (Optional)	No later than 2:00 p.m. (CST) Tuesday, May 28, 2024
Pre-Proposal / Bidders Conference (via Video Conference)	Tuesday, June 4, 2024 at 11:00 a.m. (CST)
Site Visit (Optional) - To be coordinated directly with STC	Wednesday, June 5, 2024 or Thursday, June 6, 2024
Bidders Written Questions Due	No Later than 2:00 p.m. (CST), Monday, June 10, 2024
STC Issues Responses to Written Questions	Monday, June 17, 2024
Proposals Due	Before 3:00 p.m. (CST), Tuesday, July 9, 2024
Review of Proposals by STC	July / August 2024
Presentations by Contractors	August 2024 (TBD)
Intent to Notify Contractor / Contract Negotiations	September 2024 (TBD)
Contract Commencement	Friday, November 1, 2024

A bookstore consultant, Tom Byrne from Campus Bookstore Consulting (CBC), was contracted to assist with this project and was available to discuss questions from the committee.

No action was taken.

Review and Action as Necessary to Write-off Fixed Assets/Capital Assets Valued at \$5,000 and Over

Purpose and Justification – Administration recommended Board approval to write-off fixed assets/capital assets valued at \$5,000 and over, for assets that have not been located for three (3) years or more and for an asset returned to the manufacturer. These assets totaling \$756,747.77 will be removed, as applicable, from the College's inventory system and general ledger.

Background - As per Policy CIB – Equipment and Supplies Management: Disposal of Property and Department Procedures, the capital assets value and associated accumulated depreciation will be written off from the College's capital asset ledger, and the reduction will be reflected on the Comprehensive Annual Financial Report as of August 31, 2024.

Reviewers – The listed assets were reviewed by the end-users, who have determined that they have not been located for three (3) years or more; therefore, they need to be removed from the financial manager's physical inventory report. One asset was returned to the manufacturer after it was determined that the asset was not repairable, and the funds were returned to the College; therefore, it will need to be removed from the financial manager's physical inventory report.

Enclosed Documents - A listing of the assets was included in the packet for the Board's information and review.

Mary Del Paz, Vice President for Finance and Administrative Services, and Deyadira Leal, Interim Director of Purchasing, were present at the Board meeting to address any questions.

The Finance, Audit, and Human Resources Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. David De Los Rios and a second by Mrs. Victoria Cantu the Board of Trustees of South Texas College approved and authorized writing-off Fixed Assets/Capital Assets Valued at \$5,000 and over.

Mr. Danny Guzman was against the approval due to questions he had about how inventory cannot be located if inventories are done regularly.

The motion carried.

Discussion and Action as Necessary to Establish a Standard Schedule of a Non-Summer Four-and-a-Half-Day Work Week and a Summer 36-Hour Work Week

Purpose and Justification – Administration recommended Board approval to establish a standard schedule of a non-summer four-and-a-half-day work week and a summer 36-hour work week for Fiscal Year 2025 and future years.

The standard schedules will be as follows:

Non-Summer Work Schedule

- The four-and-a-half work week schedule consists of the following:
 - ⇒ Begins the week before the fall semester in August of each fiscal year and continues until the week of the May graduation ceremonies.
 - ⇒ Monday – Thursday
 - 8:00am – 5:30pm (Half hour Lunch)
 - 7:30am – 5:00pm (Half hour Lunch)
 - 7:45am – 5:15pm (Half hour Lunch)
 - 8:00am – 6:00pm (Full hour Lunch)
 - ⇒ Friday
 - 8:00am – 12:00pm (applicable for all schedules above)

Summer Work Schedule

- The 36-hour work week schedule consists of the following:
 - ⇒ Begins the week after the May graduation ceremony and will continue until the week before the fall semester in August of each fiscal year.
 - ⇒ Monday – Thursday
 - Full-time employees will work four (4) days for nine (9) hours each day, totaling 36 hours. Exceptions or flexible schedules may be applied for positions required to work on Friday.
 - ⇒ Friday
 - A 4-hour Leave Paid College Closed will be populated every week for the duration of the Summer period for non-exempt employees.

Exceptions outside these schedules would be made at the discretion and approval of the supervisor. Supervisors will have the final authority to approve an employee's schedule, considering the department's needs. Supervisors will ensure that administrative offices

are open during regular business hours of 8:00 a.m. – 5:00 p.m. Monday – Thursday, or as otherwise required by specific departments and programs.

Background – The Board of Trustees approved a summer pilot program of a four-and-a-half-day work week Schedule in May 2022. The Board extended the pilot program after July 2022, to a four-and-a-half-day work week schedule beginning August 1, 2022, and continuing through fiscal year 2022 - 2023. In Summer 2023, a 36-hour work week was approved by the Board of Trustees.

The Board of Trustees approved the summer program and four-and-a-half-day work week on July 2023 for all of Fiscal Year 2024.

The modified work schedule has proven effective for the college in terms of talent retention, employee satisfaction, and market competitiveness in recruiting new employees.

The standard schedule for the College will be a Non-Summer four-and-a-half-day work week and a Summer 36-hour work week, however, the schedule will continue to be monitored and evaluated for effectiveness and may be revised as necessary.

Reviewers – The standard schedule was reviewed by Administrative Staff, President's Cabinet, and Legal Counsel.

Dr. Ricardo J. Solis, President, and Mary Del Paz, Vice President for Finance and Administrative Services, were present at the Board Meeting to address questions.

The Finance, Audit, and Human Resources Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. Danny Guzman and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized establishing a standard schedule of a non-summer four-and-a-half-day work week and a summer 36-hour work week for Fiscal Year 2025 and future years with an amendment recommended by Mr. Paul Rodriguez to include “subject to annual ratification”.

The motion carried.

Discussion and Action as Necessary on Proposed Budget Amendment for FY 2023 - 2024

Purpose and Justification - Administration recommended Board approval of the proposed budget amendment for FY 2023 – 2024.

Background - The proposed budget amendment is necessary for the following reasons:

1. Unrestricted Fund State Appropriations - To increase the Unrestricted Fund revenue budget in the amount of \$8,877,658 as a result of projected additional funds the College will receive from the Financial Aid for Swift Transfer (FAST) program and the Hazlewood Legacy program.
2. Unrestricted Fund M&O Property Tax Revenue – To increase the Unrestricted Fund revenue budgets in the amount of \$7,909,086 as a result of projected additional funds the College will receive from local tax collections.
3. Unrestricted Fund Interest Revenue – To increase the Unrestricted Fund revenue budget in the amount of \$8,423,887 as a result of projected additional funds the College will receive from interest revenue.
4. Unrestricted Carryover Allocations – To decrease the Capital Purchases Carryover Allocation in the amount of \$2,090,340 due to the projected additional funds the College will receive from state appropriations, local tax collections, and interest revenue.
5. Unexpended Plant Fund Transfer – To increase the Transfer to the Unexpended Plant Fund – Construction budget in the amount of \$5,085,763 for capital improvement projects.
6. Renewals and Replacements Plant Fund Transfer – To increase the Transfer to the Renewals and Replacements Plant Fund budget in the amount of \$4,000,000 for deferred maintenance.
7. Fund Balance Reserve – To increase the Fund Balance Reserve budget in the amount of \$14,034,528 due to the additional revenues from state appropriations, property tax, and interest revenue.

As a result of the proposed budget amendment, the total budgeted revenues and expenditures for the Unrestricted Fund for fiscal year 2023 – 2024 will increase by \$23,120,291 as follows:

Fiscal Year 2023 - 2024 Budgeted Revenues and Expenditures

Fund	Exh.	Amended Budget Current	Proposed Amendment	Amended Budget Proposed
Unrestricted Fund	A	\$214,801,957	\$23,120,291	\$237,922,248

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

The budget amendment was proposed as follows:

1. Budget Amendment – Increase the Unrestricted Fund Revenues

A budget amendment is proposed to increase the Unrestricted Fund Revenues by \$23,120,291 as follows:

**Fiscal Year 2023 - 2024
Unrestricted Fund Revenue Increase/(Decrease)**

Revenue Source	Amended Budget Current	Proposed Amendment	Amended Budget Proposed
Total State Appropriations	\$52,994,625	\$8,877,658	\$61,872,283
Total M&O Property Taxes	68,095,878	7,909,086	76,004,964
Total Other Revenues (Interest)	9,794,475	8,423,887	18,218,362
Total Carryover Allocations	25,193,509	(2,090,340)	23,103,169
Total Unrestricted Fund Revenue Increase	\$156,078,487	\$23,120,291	\$179,198,778

2. Budget Amendment – Increase Unrestricted Fund Expenditures

A budget amendment is proposed to increase the Unrestricted Fund Expenditures by \$23,120,291.

1. The Transfer to Unexpended Plant Fund – Construction is proposed to increase \$5,085,763 due to the funds needed for capital improvement projects.
2. The Transfer to Renewals & Replacements Plant Fund is proposed to increase \$4,000,000 due to the funds needed for deferred maintenance.
3. The Fund Balance Reserve budget is proposed to increase \$14,034,528 due to the projected additional revenue the College will receive from State Appropriations, M&O Property Tax, and Other Revenues that will be assigned to the ERP System fund balance designation.

**Fiscal Year 2023 - 2024
Unrestricted Fund Transfers & Reserves Increase**

Transfers & Reserves	Amended Budget Current	Proposed Amendment	Amended Budget Proposed
Transfer to Unexpended Plant Fund - Construction	\$10,000,000	\$5,085,763	\$15,085,763
Transfer to Renewals & Replacements Plant Fund	-	4,000,000	4,000,000
Fund Balance Reserve	-	14,034,528	14,034,528
Total Unrestricted Fund Transfers & Reserves Increase	\$10,000,000	\$23,120,291	\$33,120,291

Enclosed Documents - The budget amendment details and presentation was included in the packet for the Board's information and review.

Ms. Mary Del Paz, Vice President for Finance and Administrative Services, was present the Proposed Budget Amendment for FY 2023 – 2024.

The Finance, Audit, and Human Resources Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mrs. Victoria Cantu and a second by Mrs. Dalinda Gonzalez-Alcantar the Board of Trustees of South Texas College approved and authorized the proposed budget amendment for FY 2023 – 2024, as presented.

The motion carried.

Review and Action as Necessary on Unrestricted Fund Balance Designations as of August 31, 2024

Purpose and Justification – Administration recommended Board approval of the Unrestricted Fund Balance Designations as of August 31, 2024, to increase the Unrestricted Fund Balance Designations for the Enterprise Resource Planning (ERP) System.

The Unrestricted Fund Balance Designations represent the College's intended future use of available resources and must be approved by the Board of Trustees. The amounts approved as Unrestricted Fund Balance Designations appear on the College's Annual Comprehensive Financial Report.

Background – The total projected fund balance as of August 31, 2024 in the Unrestricted Fund, excluding the proposed budget amendment and FY 2023 – 2024 activity, is \$133,057,273, which includes the Board designated amount of \$36,614,719.

Increase the Unrestricted Fund Balance Designations for the ERP System

Management proposed increasing the Unrestricted Fund Balance ERP designation by \$14,034,528, the same amount the Fund Balance Reserve will increase in the Proposed Budget Amendment for FY 2023 – 2024. The proposed \$14,034,528 increase to the ERP System fund balance designation results from the projected additional revenue from state appropriations, M&O property tax, and interest.

Additionally, management proposed that \$3,899,942 of previously designated funds for facilities deferred maintenance be reassigned as designated funds for the ERP System.

This recommendation was presented due to the deployment and implementation costs of the new ERP system.

As reflected in Exhibit 1, as of August 31, 2024, considering the FY 2023 – 2024 activity, the total estimated Unrestricted Fund Balance is \$155,058,436 which represents

approximately eight (8.0) months of budgeted expenditures. Per Policy CC – Annual Operating Budget, the College should maintain an Unrestricted Fund Balance sufficient to cover no less than three months of budgeted expenditures. After the completion of the FY 2023 – 2024 audit, management may propose an additional increase to the ERP System fund balance designation contingent on the final increase to the fund balance due to FY 2023 – 2024 activity, including the GASB liabilities.

Reviewers – The proposed increase to the Unrestricted Fund Balance Designations was been reviewed by staff and President’s Cabinet.

Enclosed Documents – A PowerPoint Presentation and Exhibit 1 were included in the packet for the Board’s information and review.

Mary Del Paz, Vice President for Finance and Administrative Services, was present on the Unrestricted Fund Balance Designations as of August 31, 2024, for the Board’s review and discussion.

The Finance, Audit, and Human Resources Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mrs. Victoria Cantu and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized the Unrestricted Fund Balance Designations as of August 31, 2024, as presented.

The motion carried.

Review and Action as Necessary on 2021 – 2024 Junior College Audit Report on Safety and Security

Purpose and Justification – Administration recommended Board approval of the 2021 – 2024 Junior College Audit Report on Safety and Security to comply with the Texas Education Code Section 37.108.

The code requires the results of the audit to be:

- Signed by the President of the Junior College District
- Presented to the College Board of Trustees
- Submitted to the Texas School Safety Center

Background – The Texas Education Code Section 37.108 states the following:

“At least once every three years, each public junior college district shall conduct a safety and security audit of the district’s facilities. To the extent possible, a district shall follow safety and security audit procedures developed by the Texas School Safety Center or a comparable public or private entity”.

The audit consists of a series of questions directed at the operational readiness and procedures by key departments in the college. Questions are distributed to the

departments and responses to the answers are used in compiling the requested information. Each building on the campuses is examined for safety concerns, and procedures are reviewed for compliance with state statutes. The results are required to be posted on the School Safety Center website prior to September 13, 2024.

Reviewers – The Vice President of Finance and Administrative Services and the Department of Public Safety staff reviewed the information being presented.

Enclosed Documents – The Audit Report was included in the packet for the Board's information and review.

Ruben Suarez, Chief of Police for the Department of Public Safety, and James Archer, Emergency Training and Preparedness Manager, were present at the Board meeting to address any questions.

The Finance, Audit, and Human Resources Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommends approval as presented.

Upon a motion by Mrs. Victoria Cantu and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized the 2021 – 2024 Junior College Audit Report on Safety and Security and for the results to be approved for submission to the Texas School Safety Center, as required by state law and as presented.

The motion carried.

Review and Action as Necessary on Proposed New Location for the Pecan Campus Kinesiology Building Q

Administration recommended Board approval of a proposed new location for the Pecan Campus Kinesiology Building Q project.

Background

The Pecan Campus Kinesiology Building Q project recently received construction proposals which were rejected by the Board of Trustees due to the cost overrun of over two million dollars (\$2,000,000). Administration was approved to work with the design team to find ways to reduce the construction cost of the project.

As part of the discussions, the architect and College staff recommend to locate it between the Pecan Campus North Academic Humanities Building P and the Information Technology Building M, along the main north/south drive. This proposed relocation could provide for a closer location to the existing athletic field and outdoor playing courts, and could require less infrastructure needed for the building which would likely reduce construction costs. The reduction of infrastructure would be from drives and parking, landscaping and irrigation, and new utilities would be closer to the existing utility infrastructure. Other sample items that the project team is considering for reducing costs are changing materials for flooring, electrical lighting, wall finishes, and structural elements.

The relocation of the building will allow for the existing site along Pecan Boulevard to remain available for future construction.

Enclosed Documents

Proposed site layout was been provided for the Board's review and information.

The Facilities Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommends approval as presented.

Upon a motion by Mr. David De Los Rios and a second by Mrs. Victoria Cantu the Board of Trustees of South Texas College approved and authorized the proposed new location for the Pecan Campus Kinesiology Building Q project as presented.

Mr. Danny Guzman opposed this motion because he did not agree with reducing costs by changing materials for flooring, electrical lighting, wall finishes, and structural elements.

The motion carried.

Review and Action as Necessary on Proposed Facility Use for the Nursing and Allied Campus Building E (Formerly Texas A&M Building)

Administration recommended Board approval of proposed use of the Nursing and Allied Health Campus Building E (formerly the Texas A&M Building).

Background

Over the past year, plans to renovate the former Texas A&M building on McColl Road and Vermont Avenue have been under development for a District Administration building. Administration has since determined that the current square footage of that building would not accommodate all the functions required of that proposed use to maximize efficiency of operations.

The scope of the Texas A&M building renovation will be modified to instead accommodate several functions and programs as a regional workforce development healthcare center. Renovations are planned to provide areas for the South Texas College Regional Healthcare Liaison and support staff, and faculty/staff offices and additional classrooms for Health Programs, including an expansion of the Pharmacy Program, a Skills Lab for Nursing Transition Programs, and new healthcare programs for Dental Assistant, Dental Hygienist, and Surgical Tech. An expansion will be added to the east for a larger event center with streaming equipment, breakout rooms, and offices. An area for the Board of Trustees to meet will also be included, with an option to close off that area when conferences are held in the event center space. The food preparation area will be expanded to accommodate additional kitchen equipment.

At the May 28, 2024 Board meeting, contracting of architectural services was awarded to ERO Architects. The architects are prepared to contract with the College as soon as the final scope of the project is defined.

College staff has worked with staff from Academic Affairs, Educational Technologies, and developed a facility program that accommodates the quantities and sizes of the spaces required to meet the needs of the academic programs, divisions, and departments that are proposed to occupy the building. The President's Cabinet has reviewed the proposed use and scope of the facility.

Enclosed Documents

The proposed spatial plan and the proposed instructional programs plan were provided for the Board's review and information.

The Facilities Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mrs. Victoria Cantu and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized the proposed facility use for the Nursing and Allied Campus Building E (Formerly Texas A&M Building) as presented.

Mr. Danny Guzman opposed the motion stating his concern with having the Board Room located at the Nursing and Allied Campus Building E (Formerly Texas A&M Building) as presented.

The motion carried.

Review and Action on Substantial Completion of the Mid Valley Campus Workforce Center Building D Welding Lab Expansion and Renovation

Administration recommended Board approval of substantial completion of the Mid Valley Campus Workforce Center Building D Welding Lab Expansion and Renovation project.

Project	Completion Recommended	Date Received
1. Mid Valley Campus Workforce Center Building D Welding Lab Expansion and Renovation Project 2022-013C Engineer: PBK Architects, Inc. Contractor: Holchemont, Ltd.	Substantial Completion Recommended	July 2, 2024

This project was requested by College Administration and the Academic Division of Business, Public Safety, & Technology. It has been 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. This project was scheduled as an educational space improvement to support the Welding Program.

College staff and the Engineer visited the site and developed a construction punch list on July 2, 2024. 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 Holchemont, Ltd. The original cost approved for this project was \$1,189,000.

The following table summarizes the current budget status:

Mid Valley Campus Workforce Center Building D Welding Lab Expansion and Renovation					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$707,550.00	\$1,189,000.00	\$0	\$1,189,000.00	\$1,092,310.89	\$96,689.11

Enclosed Documents

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

The Facilities Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommends approval as presented.

Upon a motion by Mr. Danny Guzman and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized substantial completion of the Mid Valley Campus Workforce Center Building D Welding Lab Expansion and Renovation project as presented.

The motion carried.

Review and Action on Substantial Completion of the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure

Administration recommended Board approval of substantial completion of the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure project.

	Project	Completion Recommended	Date Received
1.	Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure Project 2022-015C Engineer: Martinez Architects Contractor: 5 Star GC Construction, LLC.	Substantial Completion Recommended	June 20, 2024

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.

College staff and the Engineer visited the site and developed a construction punch list on June 20, 2024. 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 5 Star GC Construction, LLC. The original cost approved for this project was \$2,465,000.

The following table summarizes the current budget status:

Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$1,681,228.00	\$2,465,000.00	\$27,237.75	\$2,492,237.75	\$2,320,360.99	\$171,876.76

Enclosed Documents

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

The Facilities Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mrs. Victoria Cantu and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized substantial completion of the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure project as presented.

Review and Action on Substantial Completion of the District Wide Flooring Replacement at the Mid Valley Campus Student Union Building F

Administration recommended Board approval of substantial completion of the District Wide Flooring Replacements Phase III at the Mid Valley Campus Student Union Building F project.

	Project	Completion Recommended	Date Received
1.	District Wide Flooring Replacements Phase III Project 2024-012R Contractor: Intertech Flooring	Substantial Completion Recommended	June 18, 2024

This project is part of the Deferred Maintenance plan developed by the Facilities Operations & Maintenance (FOM) and Facilities Planning & Construction (FPC) departments. The project was reviewed by the FPC and FOM departments, the President’s Cabinet, and the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project was scheduled as the third phase of 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 18, 2024. 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 Intertech Flooring. The original cost approved for this project was \$405,184.

The following table summarizes the current budget status:

District Wide Flooring Replacements Phase III at the Mid Valley Campus Student Union Building F					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$500,000.00	\$405,184.00	\$0	\$405,184.00	\$0	\$405,184.00

Enclosed Documents

A copy of the Substantial Completion Certificate and photos were included in the Board Packet for the Board’s review and information.

The Facilities Committee did not meet in July 2024. This item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mrs. Victoria Cantu and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized substantial completion of the District Wide Flooring Replacements Phase III at the Mid Valley Campus Student Union Building F 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 prepared the attached design and construction update. This update summarized the status of each capital improvement and renewals & replacements project currently in progress, including a categorization based on priority. Mary Del Paz and Rick de la Garza was present to respond to questions and address concerns of the committee.

No action was taken.

Approval of Financial Reports for May 2024

Administration recommended Board approval of the financial reports for the month of May 2024.

The following financial reports have been provided under separate cover:

- 1) Quarterly Investment Report and Money Market Accounts for May 2024.
- 2) Summary of Revenues for May 2024.
- 3) Summary of State Appropriations Revenue for May 2024.
- 4) Summary of Property Tax Revenue for May 2024.
- 5) Summary of Expenditures by Classification for May 2024.
- 6) Summary of Expenditures by Function for May 2024.
- 7) Summary of Auxiliary Fund Revenues and Expenditures for May 2024.
- 8) Summary of Grant Revenues and Expenditures for May 2024.
- 9) Foundation Financial Activity for May 2024.

Ms. Mary Del Paz, Vice President for Finance and Administrative Services, responded to questions posed by the Board.

Upon a motion by Mr. David De Los Rios and a second by Mr. Danny Guzman the Board of Trustees of South Texas College approved and authorized the submitted financial reports for the month of May 2024.

The motion carried.

Review and Approval of Checks and Purchasing Reports for June 2024

Administration recommended Board approval of the checks for release for the month of June 2024.

The checks presented for Board approval and the purchasing reports presented for review by the Board have been provided under separate cover.

- 10) Release of Checks for \$25,000.00 - \$125,000.00
Released Prior to Board Approval for June 2024.
- 11) Release of Checks for \$125,000.00 and Above
Board of Trustees Approval Required for June 2024.
- 12) Release of Checks for \$125,000.00 and Above
Released Prior to Board Approval for June 2024.
- 13) Release of Construction Fund Checks for June 2024.
- 14) Summary of Purchase Orders (Purchasing) for June 2024.
- 15) Summary of Bid Solicitations (Purchasing) for June 2024

The Check Register for June 2024 was also provided under separate cover.

Ms. Mary Del Paz, Vice President for Finance and Administrative Services, responded to questions posed by the Board.

Upon a motion by Mr. David De Los Rios and a second by Mr. Danny Guzman the Board of Trustees of South Texas College approved and authorized the submitted checks for the month of June 2024.

The motion carried.

Announcements

A. Next Meetings:

- Tuesday, August 13, 2024
 - 3:00 p.m. – Education and Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:00 p.m. – Finance, Audit, and Human Resources Committee

- Tuesday, August 27, 2024
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The Fall 2024 semester begins Monday, August 26, 2024

Adjournment

There being no further business to discuss, the Special Meeting of the South Texas College Board of Trustees adjourned at 7:41 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, July 16, 2024 Regular Board Meeting of the South Texas College Board of Trustees.

X _____

Mr. Danny Guzman

Board Secretary

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES SPECIAL MEETING
Monday, August 12, 2024 @ 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 Monday, August 12, 2024 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:00 p.m. with Chair Dr, Alejo Salinas, Jr. presiding.

Members present: Mr. Paul R. Rodriguez, Mrs. Victoria Cantu, and Mr. Danny Guzman, Ms. Dalinda Gonzalez-Alcantar via teleconference, and Ms. Rose Benavidez via Teleconference.

Members absent: Mr. David De Los Rios

Also present: Dr. Ricardo J. Solis, Ms. Mary Del Paz, Dr. Anahid Petrosian, Mr. George McCaleb, Mr. Luis De la Garza, Mr. Eduardo Garza, Dr. Zachary Suarez, Dr. Jesus Campos, Ms. Deyadira Leal, Ms. Olivia De La Rosa, Ms. Myriam Lopez, Mr. Khalil Abdullah, Dr. Matt Hebbard, Mr. Andrew Fish, Mr. Lucio Gonzalez, Mr. Daniel A. Montez, Ms. Lynda Lopez, Ms. Nadia Ochoa, and Ms. Venisa Earhart.

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.

Consideration of New Items

The Board Committees did not meet in July 2024. These items were all presented for deliberation and action by the Board of Trustees and without a committee recommendation.

Review and Ratification of Activities Related to Emergency Repairs at Pecan Campus Physical Plant Building E Cooling Towers and Approval of Necessary Additional Repairs

Purpose and Justification

Administration recommended Board ratification of activities related to the emergency repairs at the Pecan Campus Physical Plant Building E Cooling Towers, completed by Texas Chiller Systems, a Board and The Interlocal Purchasing System (TIPS) approved vendor, at a total amount of \$315,220.60 and the approval of necessary additional repairs needed from Texas Chiller Systems, at an estimated total amount of \$325,000.00.

Mr. George McCaleb, Director of Facilities Operations and Maintenance, provided an update on the status of emergency repairs at the Pecan Campus Physical Plant Building E Cooling Towers.

These repairs were necessary due to several leaks in the underground cooling tower piping, which led to the loss of air condition cooling for the entire Pecan Campus from Friday, May 17, 2024 through Monday, May 20, 2024.

Administration engaged Texas Chiller Systems, a Board and The Interlocal Purchasing System (TIPS) approved vendor, to inspect and conduct emergency repairs to the leaks, as per South Texas College Board Policy #5210: Purchasing:

*The President may authorize purchase of items in an emergency and subsequently report the action to the Board of Trustees.
If a College building or College equipment is destroyed or severely damaged, and the Board of Trustees determines that the time delay posed by the competitive bidding process would prevent or substantially impair the conduct of classes or other essential College activities, then contracts for the replacement or repair of such building or equipment may be made without resort to competitive bidding.*

The underground cooling tower piping was installed in early 2016 as part of the expansion of the Physical Plant at the Pecan Campus.

Administration worked with Texas Chiller Systems on the following items:

- In assessing the damaged underground cooling tower piping
- Providing a temporary above-ground cooling tower piping from the chillers to the cooling towers to have continuous cooling for the Pecan Campus
- Completed a temporary above-ground cooling tower piping and making it operational

The emergency repairs were as follows:

Ratification of Activities		
Underground Cooling Tower Piping Repairs	Texas Chiller Systems	\$33,433.88
Temporary Above Ground Cooling Tower Piping	Texas Chiller Systems	\$281,786.72
Total		\$315,220.60

Funding Source

Funds for the repair and temporary above-ground piping expenditure are budgeted in the Facilities Maintenance budget for FY 2023 – 2024.

Insurance Status

The College’s Risk Management team has been in coordination with the insurance carrier. As of May 19, 2024, the situation has been transferred to the underwriter’s large claims unit, and an adjuster has been assigned. The deductible amount for the Pecan Campus Physical Plant Building E Cooling Towers is \$100,000.00.

Assessments Completed

The following steps were completed to determine the necessary additional repairs:

1	Assessment of Underground Cooling Tower Piping	Texas Chiller Systems contracted NOS Inspections, LTD for the assessment of the underground cooling tower piping. The underground 30” supply and return cooling tower piping was evaluated in several areas and the steel piping thickness was found to have deteriorated. The results of the latest findings of the underground cooling tower piping are common for additional leaks.
2	Testing of Soil	Facilities Operations and Maintenance have contracted with Terracon to conduct an analysis of the soil around the underground cooling tower piping. At this time, the results of the soil analysis are pending.

Additional Repairs

Facilities Operations and Maintenance is requesting to contract with Texas Chiller Systems for the installation of a permanent above ground cooling tower piping to prevent further damage and downtime for the cooling system for the Pecan Campus, an estimated total cost is as follows:

Additional Repairs		
Permanent Above Ground Cooling Tower Piping	Texas Chiller Systems	\$325,000.00
Total		\$325,000.00

Funding Source

Funds for the Permanent Above Ground Cooling Tower Piping expenditure are budgeted in the Facilities Maintenance budget for FY 2024 – 2025, pending Board approval of the budget.

Any recommendations for future options will be brought to the Facilities Committee for review prior to presentation to the Board.

Mary G. Del Paz, Vice President for Finance and Administrative Services and George McCaleb, Director of Operations and Maintenance, were present at the meeting to address any questions.

The Facilities Committee will meet on August 12, 2024 at 4:00 pm and the Committee recommended Board approval of ratification of ratifies activities related to the emergency repairs at the Pecan Campus Physical Plant Building E Cooling Towers, completed by Texas Chiller Systems, a Board and The Interlocal Purchasing System (TIPS) approved vendor, at a total amount of \$315,220.60 and the approval of necessary additional repairs needed from Texas Chiller Systems, at an estimated total amount of \$325,000.00, as presented.

Mr. Danny Guzman asked why we did not send this project out for bid since we currently have a temporary fix for the problems. Mr. McCaleb advised that the College would have to hire an engineer to provide the College with specs before send out for bids. This additional step would cost the college more money.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Danny Guzman the Board of Trustees of South Texas College ratified activities related to the emergency repairs at the Pecan Campus Physical Plant Building E Cooling Towers, completed by Texas Chiller Systems, a Board and The Interlocal Purchasing System (TIPS) approved vendor, at a total amount of \$315,220.60 and the approval of necessary additional repairs needed from Texas Chiller Systems, at an estimated total amount of \$325,000.00, as presented with the request by Dr. Alejo Salinas, Jr. and Mr. Paul R. Rodriguez that a firm bid from the vendors be provided to the Board at the next Regular Board Meeting on August 27, 2024.

The motion carried.

Executive Session:

The South Texas College Board of Trustees convened into Executive Session at 5:12 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.071, Consultation with Attorney;
 1. Update and Action as Necessary Regarding Pending Litigation on Cause No. CL-20-3895-D
 2. Update and Action as Necessary Regarding Pending Litigation on Cause No. CL-24-1722-J

Open Session:

The South Texas College Board of Trustees returned to Open Session at 5:50 p.m. No action was taken in Executive Session.

Update and Action as Necessary Regarding Pending Litigation on Cause No. CL-20-3895-D; (Texas Government Code 551.071, Consultation With Attorney)

Mr. Eduardo Garza from Esparza & Garza, L.L.P., will provided an update to the Board in Executive Session on pending legal action taken against the College.

No action was taken on this item.

**Update and Action as Necessary Regarding Pending Litigation on
Cause No. CL-24-1722-J; (Texas Government Code 551.071,
Consultation with Attorney)**

Mr. Eduardo Garza from Esparza & Garza, L.L.P., will provided an update to the Board in Executive Session on pending legal action taken against the College.

Upon a motion by Mr. Danny Guzman and a second by Mr. Paul R. Rodriguez the Board of Trustees of South Texas College approves and authorizes action as discussed in Executive Session regarding Cause NO. CL-24-1722-J.

The motion carried.

Announcements

A. Next Meetings:

- Tuesday, August 27, 2024
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The Fall 2024 semester begins Monday, August 26, 2024

Adjournment

There being no further business to discuss, the Special Meeting of the South Texas College Board of Trustees adjourned at 5:50 p.m.

I certify the foregoing are the true and correct minutes of the Monday, August 12, 2024 Regular Board Meeting of the South Texas College Board of Trustees.

X _____

Mr. Danny Guzman
Board Secretary

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 items 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 request 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 each item in the following pages.

The Education and Workforce Development Committee recommended Board action on the following items as presented:

- a. Approval to Offer the Proposed New Network Security Certificate in Spring 2025.

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

Consent Agenda:

a. Approval of the Proposed New Network Security Certificate in Spring 2025

Administration recommends Board approval of the proposed new Network security Certificate in Spring 2025 as presented.

At the recommendation of the Advisory Committee, the Network Security certificate would prepare students to gain a better understanding of a computer network's foundation and the security measures and technologies required to keep it safe. It will provide students with the education needed to help them implement, maintain and safeguard computer networks that serve as the infrastructure for the information systems of an organization.

This program would be built upon South Texas College's existing course offerings through the Information Technology department. Of the eight courses within the credential, three result in completion of an Occupational Skills Award in Networking Fundamentals with a certification in CompTIA A+. Completion of the Network Security certificate would result in four additional certifications, as outlined on page 13 of the Program Development Proposal.

This program supports a stackable-credential pathway in the information technology sector. Upon completion of the Network Security certificate, students would hold a valuable workforce credential, and would also have 32 semester credit hours completed towards an associate degree. This potentially provides a meaningful pathway to the Information Technology: Network Systems Associate of Applied Science degree and even the Bachelor of Applied Technology in Computer and Information Technologies from South Texas College.

The proposed new Network Security Certificate in Spring 2025 follows in the packet for the Board's review and consideration.

The Committee recommended Board approval of the new Network Security Certificate in Spring 2025 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 new Network Security Certificate in Spring 2025 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

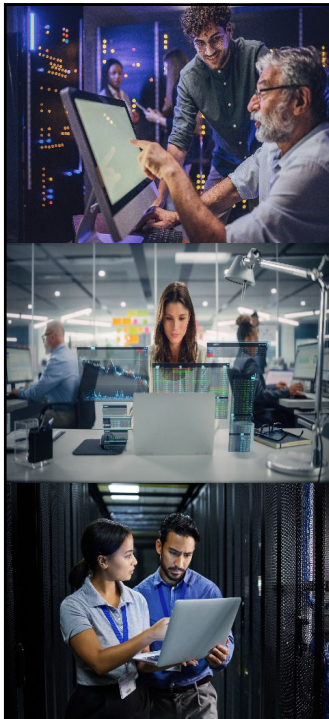


NETWORK SECURITY

CERTIFICATE

Presenters:

Christina Y. Cavazos, Director of Curriculum
 Angelita Teniente, Department Chair, Information Technology
 Maby Rosenbaum, Faculty, Information Technology



Outline



- Program Objective
- Approval Process
- Occupational Need
- Educational Pathways
- Projected Outcomes & Funding
- Advisory Committee Membership
- Proposed Curriculum

Program Objective



The Network Security Certificate will:

- Prepare students to gain a better understanding of a **computer network's foundation** and the **security measures** and technologies required to keep it safe.
- Prepare students to implement, maintain and **safeguard** computer networks that serve as the **infrastructure** for the information systems of an **organization**.
- Provide knowledge on the use of **networking scanning tools** to perform **network traffic analysis**, protocol identification, report preparation, and evidence presentation.



Approval Process



APPROVAL PROCESS	
INTERNAL	<input checked="" type="checkbox"/> Advisory Committee (external stakeholders and internal resources)
	<input checked="" type="checkbox"/> Division Curriculum Committee
	<input checked="" type="checkbox"/> College-Wide Curriculum Committee
	<input checked="" type="checkbox"/> SACSCOC Liaison (Substantive Change Review)
	<input checked="" type="checkbox"/> Academic Council
	<input checked="" type="checkbox"/> Institutional Leadership Council
	<input type="checkbox"/> Education and Workforce Development Committee
<input type="checkbox"/> STC Board of Trustees (Certification Form)	
EXTERNAL	<input type="checkbox"/> Higher Education Regional Council/Workforce Solutions (Letter of Intent)
	<input type="checkbox"/> Texas Higher Education Coordinating Board
	<input type="checkbox"/> Department of Education
	<input type="checkbox"/> Specific Program Accreditation or Licensing Agencies (if applicable)

Program Development Checklist



Program Demand and **Projected Outcomes** must be **documented** prior to the development of any new workforce or academic program.

The following categories serve as an **initial guide** for program developers to start the development process.

Occupational Need

- Student Demand
- Existing Programs
- Educational Pathways

Projected Outcomes

- Declared Majors
- Number of Graduates

Occupational Need



Occupational Growth	Occupational growth in the field of Network Security* for the South Texas region** is projected to be 21.1% between 2024 to 2034. Occupational growth for the state of Texas is projected to be 23.1% .
Number of New Jobs	In Texas , approximately 17,905 new jobs in the field of Network Security* are expected between 2024 to 2034. In the region , approximately 241 jobs are expected.
Pay Level	In the South Texas region, the projected median pay level for professionals in this field* is \$22.87 an hour. The U.S Bureau of Labor Statistics reports a median hourly wage of \$29.61 for Computer User Support and a median hourly wage of \$36.57 for Computer Network Support Specialists.

* Lightcast™ and Bureau of Labor Statistics reports referenced include Computer User Support Specialists and Computer Network Support Specialists.

Student Demand



Student demand exists and is documented through student survey data collected by the South Texas College Research & Analytical Services department.

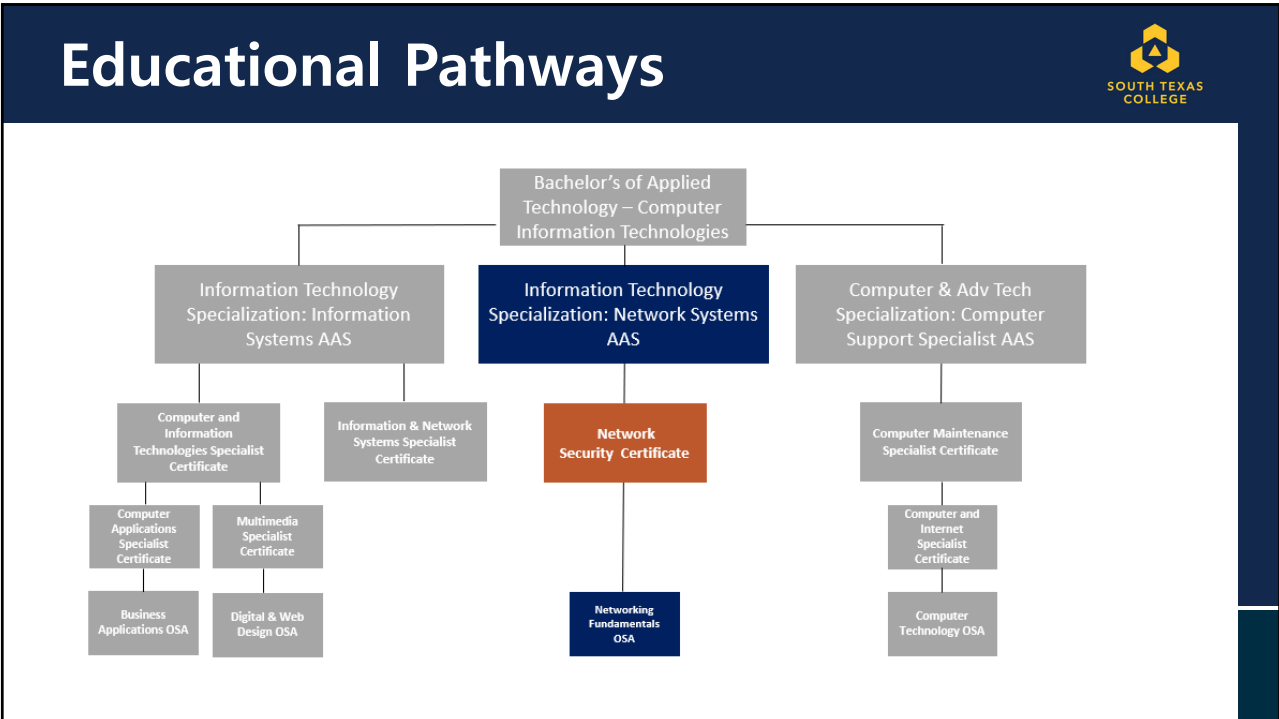
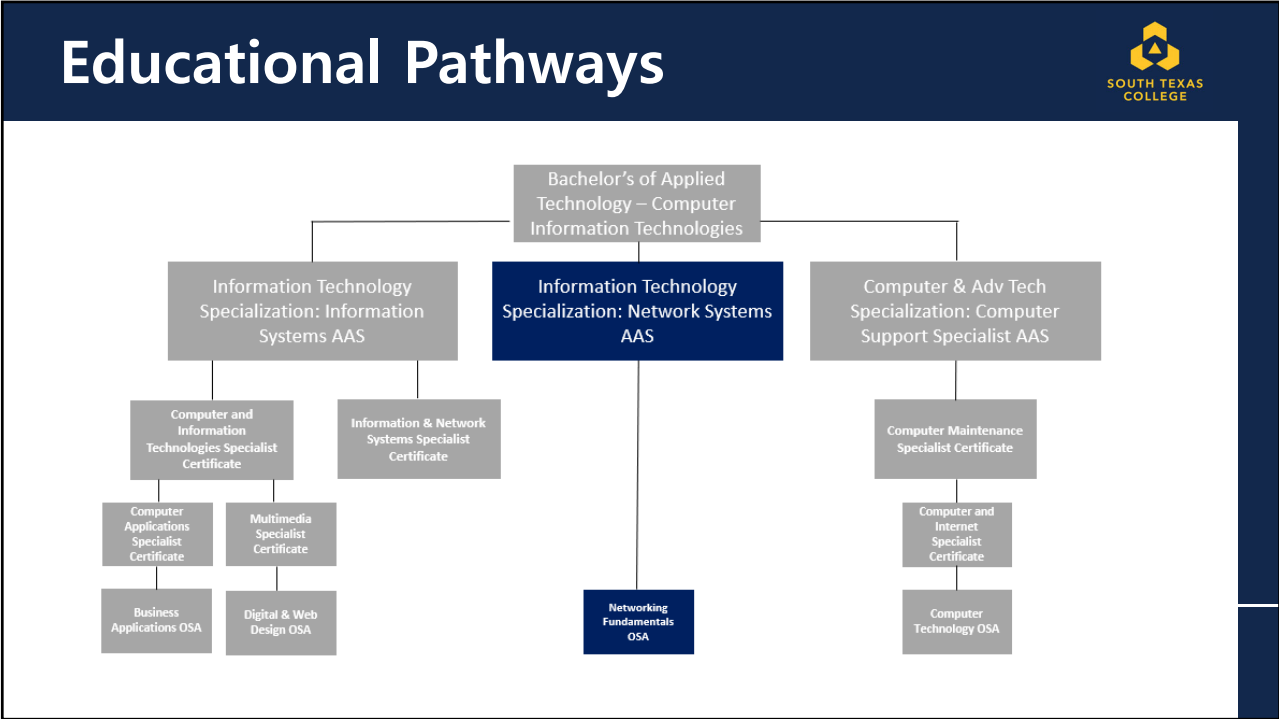
Student survey administered to 10,000 students:

- **76%** felt it sounded like a good-paying job
- **54%** felt it sounded like a job that would make their family proud
- **62%** felt it sounded like the kind of job that employers are hiring for in the Rio Grande Valley

Existing Programs



- **Alamo CCD – Northwest Vista College:** approximately 253 miles from McAllen
 - Certificate and Associate of Applied Science in Information Security Analyst
- **McLennan Community College:** approximately 420 miles from McAllen
 - Certificate in Network with Security
- **Trinity Valley Community College:** approximately 507 miles from McAllen
 - Certificate in PC Support, Networking and Information Security



Projected Enrollment



Projected Declared Majors in Certificate – Network Security

Years	AY2025	AY2026	AY2027	AY2028	AY2029
	6	17	21	29	37

Projected Number of Graduates

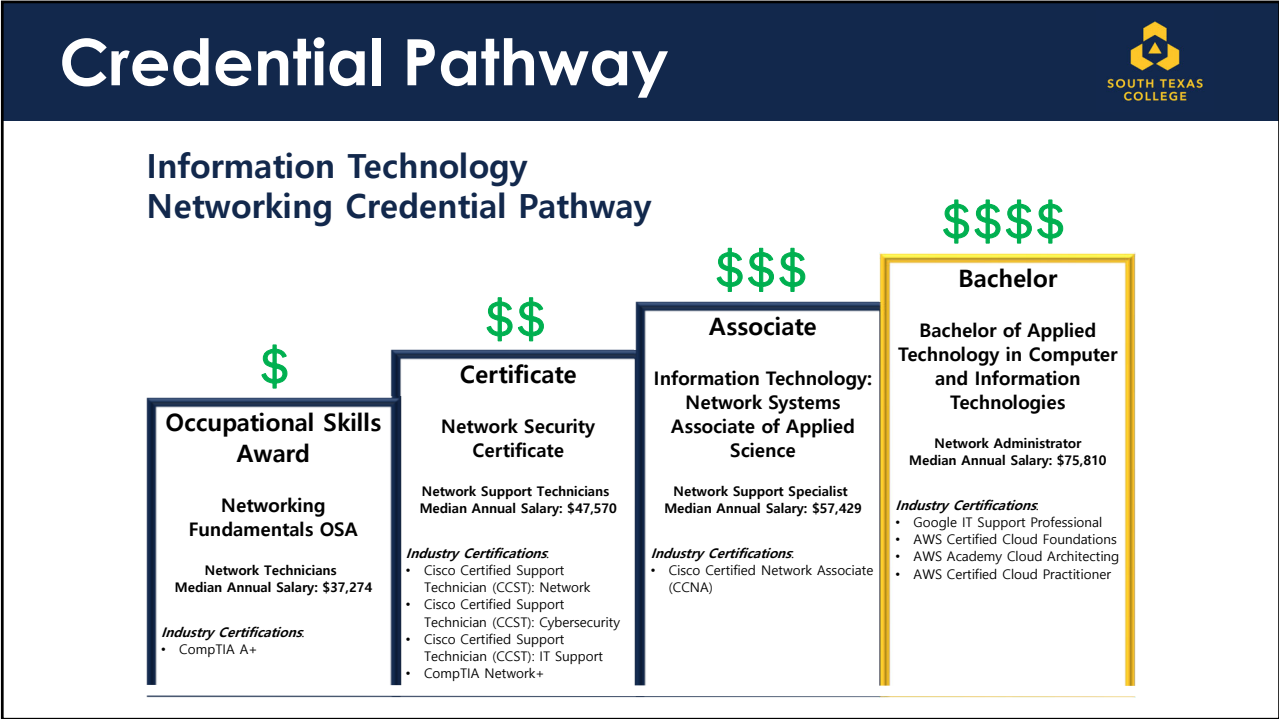
Years	AY2025	AY2026	AY2027	AY2028	AY2029
	0	8	11	15	20

Performance-Based Funding (HB8)



The projected funding for the **Network Security Certificate** based on projected number of graduates:

State Appropriations	Year 1	Year 2	Year 3	Year 4	Year 5	Total
No. of Unduplicated Students	-	8	11	15	20	
Level I Certificate (High Demand @\$3,500 per student)	0	\$28,000	\$38,500	\$52,500	\$70,000	
Total Funding Reimbursement	0	\$28,000	\$38,500	\$52,500	\$70,000	\$189,000




Advisory Committee Membership



Diana Berger, Operations Manager, South/West Texas, New Mexico
Netsync

David M. Culberson, Chief Technology Officer
Sharyland ISD


Adan Mendoza, IT Security Analyst
Urban Strategies

Daira Natividad, Technology Solutions Specialist
City of San Juan

Maggie Pena, Chief Experience Officer
Interlace Health

Proposed Curriculum



		 SOUTH TEXAS COLLEGE					
Program: Information Technology				FICE CODE: 031034			
Specialization: N/A				CIP CODE: TBD			
Award Title: Network Security Certificate				Major: TBD			
TSI Exempt							
Semester One		Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours	
ITNW	1451	Fundamentals of Wireless LANs	3	3	0	96	4
ITSC	1405	Introduction to PC Operating Systems	3	3	0	96	4
ITSC	1425	Personal Computer Hardware	3	3	0	96	4
ITCC	1414	CCNA1: Introduction to Networks	3	3	0	96	4
Total Semester Hours:		12	12	0	384	16	
Semester Two		Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours	
ITSY	1442	Information Technology Security	3	3	0	96	4
ITSE	1402	Computer Programming	3	3	0	96	4
ITNW	2444	Network Protocol Analysis	3	3	0	96	4
ITCC	1444	CCNA2: Switching, Routing, and Wireless Essentials	3	3	0	96	4
Total Semester Hours:		12	12	0	384	16	
					Total Contact Hours:	768	
STC Inventory Coursework					Total Credit Hours:	32	

QUESTIONS





SOUTH TEXAS COLLEGE

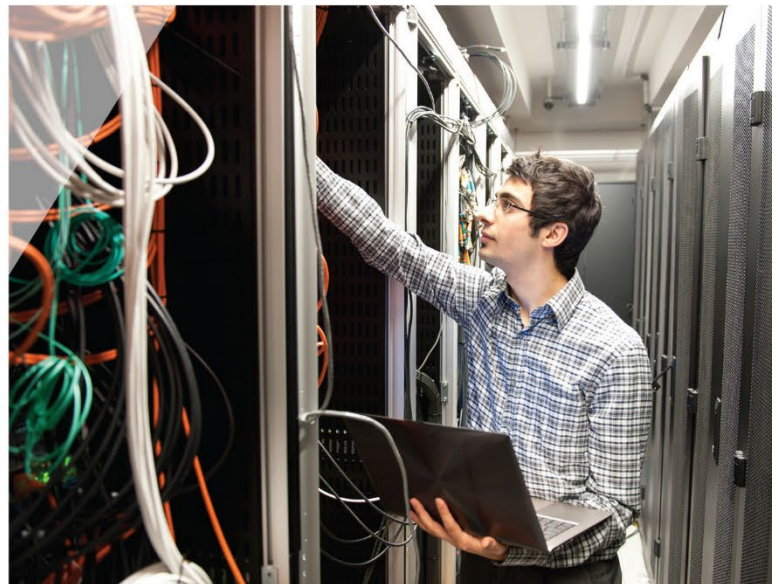
Program Development Proposal

Network Security

Certificate

Math, Science, IT & Bachelor Programs

June 17, 2024



Network Security

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Curriculum & Course Descriptions	16
Instructional Costs & Projected Revenue.....	16
Supporting Documentation	16

Network Security

APPROVAL PROCESS		DATE
✓	Advisory Committee	10/30/2023
✓	Division Curriculum Committee	3/7/2024
✓	College-Wide Curriculum Committee	3/19/2024
✓	SACSCOC Liaison • Substantive Change	4/29/2024
✓	Academic Council	4/29/2024
✓	Institutional Leadership Council (ILC)	06/06/2024
<input type="checkbox"/>	Education and Workforce Development Committee (EWDC)	
<input type="checkbox"/>	Higher Education Regional Council/Workforce Solutions (Letter of Intent)	
<input type="checkbox"/>	STC Board of Trustees (Certification Form)	
<input type="checkbox"/>	Texas Higher Education Coordinating Board (THECB)	
<input type="checkbox"/>	Southern Association of Colleges and Schools – Commission on Colleges (SACSCOC)	
<input type="checkbox"/>	Department of Education	
<input type="checkbox"/>	Specific Program Accreditation or Licensing Agencies (if applicable)	

Program Development Process

Proposed instructional programs at South Texas College are identified either at the college or at divisional level through environmental scans, documented workforce needs, recommendations by Program Advisory Committees, or local business and industry demands. All proposed programs undergo a review process before being approved for development. The approval process includes reviews by department, division, and college-wide curriculum committees, and Academic Council. Programs that receive approval to proceed are then presented to the Institutional Leadership Council (ILC) for review and recommendation. A program that receives ILC approval to move forward is presented to the Board of Trustees' Education Workforce Development Committee (EWDC) for review and recommendation. Following review by the EWDC, programs are presented to the full Board of Trustees for final review and approval.

Curriculum Department Review: Network Security Certificate

The Network Security certificate will prepare students to gain a better understanding of a computer network's foundation and the security measures and technologies required to keep it safe. It will provide students with the education needed to help them implement, maintain and safeguard computer networks that serve as the infrastructure for the information systems of an organization.

According to Lightcast™, Inc., which utilizes data from the Texas Workforce Commission, occupations for the Network Security program are expected to grow by the following from 2024 to 2034 in the Lower Rio Grande Regional Area: 12.2%, resulting in an additional 172 job openings for Computer User Support Specialist, and 30.0% resulting in an additional 69 job openings for Computer Network Support Specialist. Letters of support from Netsync Network Solutions, Interlace Health, the City of Pharr, as well as McAllen ISD and Sharyland ISD have demonstrated strong employer support to address the need for employment of qualified individuals who possess the technical and soft skills needed in such a critical operational area.

Student demand exists and is documented through student survey data. According to a survey conducted by South Texas College's Research & Analytical Services department, the proposed Network Security certificate revealed that 24% of student respondents preferred this program to their current major; 76% felt it "sounded like a good-paying job"; 54% felt it "sounded like a job that would make their family proud"; and 62% responded that this occupation "sounds like the kind of job that employers are hiring for here in the Rio Grande Valley". Additionally, student demand is supported by enrollment in related programs, which has been persistent over the last few years considering the impact of COVID19 and the enrollment recovery period that followed. Student enrollment for some of the coursework to be shared with the Network Security program totaled **1,060** students for the past three years.

The cost to implement this program is expected to be below average as most of the coursework is taught by existing faculty and the courses utilize the Cisco curriculum and teaching materials, thus branding it as a zero textbook cost course to students. Adjunct faculty will likely be utilized due to the anticipated growth.

A review conducted by the Curriculum Department indicates the program complies with the criteria set forth from the Texas Higher Education Coordinating Board and recommends the proposed Certificate in Network Security continue through the established approval process.

Career & Technical Education/Workforce Programs

Program Demand and Projected Outcomes must be documented prior to the development of any new workforce or academic program. The following questions and checklist serve as an initial guide for program developers that must be completed at the start of the development process.

Proposed Award:

Program Title: Network Security (CT1)

Program Location: Pecan Campus

Targeted Term for Implementation: Spring 2025

Please list any similar programs currently offered by STC in this subject area, if applicable (stackable certificates or degrees, AAS Specializations, etc.)

For Curriculum Office Use Only

Program Developer Info:

Name: Maby Rosenbaum

Title: Information Tech Program Instructor

Division: Math, Science, IT and Bachelor Programs

Phone: 956-872-6491

Proposed CIP Code: 11.1003

AAS – Information Technology: Specialization – Information Systems, AAS – Information Technology: Specialization – Network Systems, Computer and Information Technologies Specialist Certificate, Information and Network Systems Certificate, and Networking Fundamentals OSA

1. Documentation of Program Checklist:

Category	Standard	Met the Standard	Did not meet the Standard	Comments
1. Occupational Need	A) *EMSI data (provided by the Curriculum Department) projects a significant occupational growth rate in South Texas, the state, and/or nationally.	✓		<u>Computer User Support Specialist:</u> South Texas: 12.2% (+172 jobs) Texas: 19.3% (+14,543 jobs) Nation: 11.4% (+81,657 jobs) <u>Computer Network Support Specialist:</u> South Texas: 30.0% (+69 jobs) Texas: 27.0% (+3,362 jobs) Nation: 12.3% (+21,248 jobs)
	A-1)*Wage data		<u>Computer User Support Specialist:</u> South Texas: \$21.68/hour Texas: \$24.72 hour National: \$27.83 /hour <u>Computer Network Support Specialist:</u> South Texas: \$24.06/hour Texas: \$31.56 hour National: \$32.72 /hour	
	A-2)*Job Posting Intensity		<u>Computer User Support Specialist:</u> South Texas: 3:1 (171 unique postings out of a total of 525 postings) Texas: 4:1 (11,706 unique postings out of a total of 29,585 postings)	

Category	Standard	Met the Standard	Did not meet the Standard	Comments
				<u>Computer Network Support Specialist:</u> South Texas: 2:1 (23 unique postings out of a total of 48 postings) Texas: 3:1 (844 unique postings out of a total of 2,319 postings)
<i>*Growth rates and wage data are estimated projections for a 10-year period from 2024-2034. Job Posting Intensity is derived from the time period of September 2023 – March 2024. Data sources include the U.S. Department of Commerce, U.S. Department of Labor, U.S. Census Bureau, U.S. Department of Education. For a complete list, refer to the EMSI Data Source Appendix.</i>				
	B) Occupational Outlook Handbook indicates graduates will have an average or above average job outlook for the next 5 to 10 years (national data).	N/A		
	C) Program is on Targeted/In-Demand Occupations lists produced by the Texas Workforce Commission OR Program is an emerging and/or evolving occupation for the region or state in the Texas Workforce Commission’s Labor Market and Career Information.	✓		Both occupational groups are listed in the 2023 Target Occupations List for Texas Workforce Solutions.
	D) High employer demand exists and is documented through letters of support.	✓		
	E) Educational and/or employer publications or news articles document a growth in the industry or demand for employees.	N/A		
2. Student Demand	Student demand exists and is documented through the use of student surveys .	✓		
	High enrollment exists in related programs (Stackable certificates or degrees).	✓		Refer to Program Development Packet
	High number of graduates are produced in related programs (Stackable certificates or degrees).	✓		Refer to Program Development Packet
3. Existing Programs	Similar programs from institutions of higher education, as defined by Texas Education Code §61.003, do not exist within STC’s service area – Hidalgo and Starr Counties (Please include documentation of the nearest similar programs).	✓		Alamo CCD – Northwest Vista College (which is approximately 253 miles from McAllen) offers a Certificate and Associate of Applied Science in Information Security Analyst. McLennan Community College - (which is approximately 420 miles from McAllen) offers a Certificate in Network with Security. Trinity Valley Community College (which is approximately 507 miles from McAllen) offers a Certificate in PC

Category	Standard	Met the Standard	Did not meet the Standard	Comments
				Support, Networking and Information Security.
4. Program Linkage & Opportunities for Further Education	Courses are currently offered or can be offered within local high schools via the Dual Enrollment Program. (Please provide a list of schools and/or districts)		✓	
	Program-specific articulation agreements with other institutions of higher education (IHEs) currently exist or will be pursued in the future (Please include list of IHEs)	✓		

2. Projected Outcomes:

Category	Standard	Met the Standard	Did not meet the Standard	Comments
1. Program Enrollment & Declared Majors	Program projects a steady increase in the number of declared majors in the program over the course of five years.	✓		Refer to Enrollment Management Plan.
2. Number of Graduates	Program Review Standard: The Program will achieve a minimum of 5 graduates per year or 25 graduates during the most recent 5-year period.	✓		Refer to Enrollment Management Plan.
3. Graduate Earnings	EMSI data (provided by the Curriculum Department) projects that program graduates will earn a median hourly earnings wage that is above the “living wage” for South Texas, the state, and/or nationally.	✓		<p><u>Computer User Support Specialists</u> South Texas: \$21.68/hour Texas: \$24.72 hour National: \$27.83/hour</p> <p><u>Computer Network Support Specialist:</u> South Texas: \$24.06/hour Texas: \$31.56/hour National: \$32.72 /hour</p> <p>According to the Bureau of Labor Statistics: - Computer User Support Specialists earned a median salary of \$63,640 as of 2023. - Computer Network Support Specialists earned a median salary of \$78,640 as of 2023.</p> <p>Living wage calculation for Texas: 1 Adult/0 Children - \$20.92 per hour</p> <p>Source: https://livingwage.mit.edu/states/48</p>

Program Summary

Institution: South Texas College, McAllen Texas

Proposed Award: Network Security Certificate

PROGRAM DESCRIPTION

Program Objective: The Network Security certificate prepares students to gain a better understanding of a computer network's foundation and the security measures and technologies required to keep it safe. It will provide students with the education needed to help them implement, maintain and safeguard computer networks that serve as the infrastructure for the information systems of an organization. They will learn about the different types of wired and wireless networks in an organization and the skills to configure, secure and maintain the different network devices that comprise a network. Students will also learn about the use of networking scanning tools to perform network traffic analysis, protocol identification, report preparation, and evidence presentation. Graduates of this degree hired in any organization will be equipped with the knowledge and skills needed to install, maintain and secure the organization's network perimeter and information systems. Students that complete this degree can continue their education into the Associate in Network Systems.

Curriculum: The Certificate consists of 32 semester credit hours (SCH) of technical coursework derived from the Workforce Education Course Manual (WECM).

Admissions Requirements: The admissions requirements for this program would follow the general admissions policies set forth in the South Texas College catalog.

PROGRAM DEMAND

Occupational Need:

Computer User Support Specialists

According to Lightcast™, Inc. which utilizes data from the Texas Workforce Commission, Computer User Support Specialist occupations are expected to experience a 12.2% growth from 2024 to 2034 in the Lower Rio Grande Regional Area (Cameron, Hidalgo, Starr, and Willacy counties) with 172 additional job openings expected during this time period; a 19.3% growth between 2024 and 2034 in State of Texas with 14,543 additional job openings expected during this time period; and a 11.4% growth between 2024 and 2034 nationally with a total of 81,657 job openings expected during this time period.

According to the Lightcast™, Inc., the median hourly earnings wage for Computer User Support Specialist occupations is \$21.68. for Cameron, Hidalgo, Starr, and Willacy Counties; \$24.72/hr. for the State of Texas; and \$27.83/hr. as a national average.

The job posting intensity for this occupation for the region was 3:1, meaning for every 3 job postings, there was 1 unique job to fill for a total of 171 unique job postings. The job posting intensity for the state was 4:1, with a total of 11,706 unique job postings.

According to the U.S. Bureau of Labor Statistics' Occupational Outlook Handbook, in 2023 the median annual earnings for Computer User Support Specialist was \$63,640 nationally.

Computer Network Support Specialists

According to Lightcast™, Inc. which utilizes data from the Texas Workforce Commission, Computer Network Support Specialists occupations are expected to experience a 30.0% growth from 2024 to 2034 in the Lower Rio Grande Regional Area (Cameron, Hidalgo, Starr, and Willacy counties) with 69 additional job openings expected during this time period; a 27.0% growth between 2024 and 2034 in State of Texas with 3,362 additional job openings expected during this time period; and a 12.3% growth between 2024 and 2034 nationally with a total of 21,248 job openings expected during this time period.

According to the Lightcast™, Inc., the median hourly earnings wage for Network Security occupations is \$24.06/hr. for Cameron, Hidalgo, Starr, and Willacy Counties; \$31.56/hr. for the State of Texas; and \$32.72/hr. as a national average.

The job posting intensity for this occupation for the region was 2:1, meaning for every 2 job postings, there was 1 unique job to fill for a total of 23 unique job postings. The job posting intensity for the state was 3:1, with a total of 844 unique job postings.

According to the U.S. Bureau of Labor Statistics' Occupational Outlook Handbook, in 2023 the median annual earnings for Computer Network Support Specialist was \$78,640 nationally.

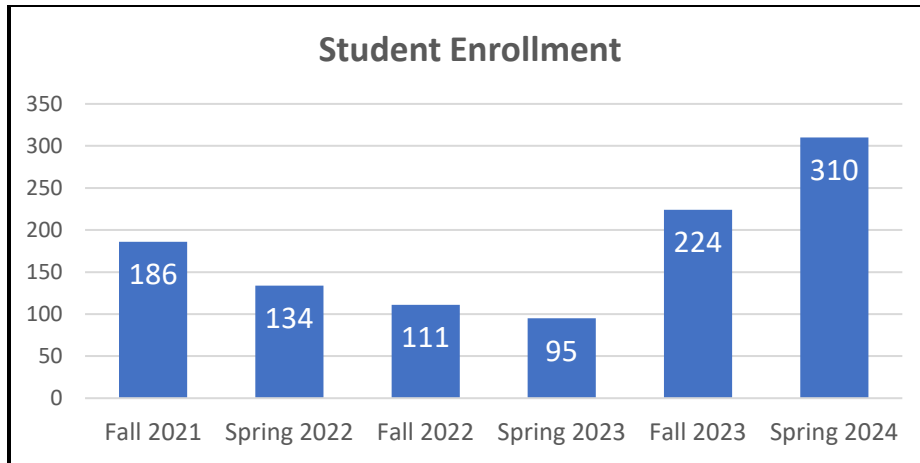
Student Demand:

A survey sample of 10,000 students yielded 324 responses (5%). The margin of error associated with this survey is plus/minus 5%. The survey revealed the following results:

- Twenty-four (24%) of students preferred this proposed award to their current major;
- Seventy-six (76%) felt it sounded like a good-paying job;
- Fifty-four percent (54%) felt it sounded like a job that would make their family proud; and
- Sixty-two percent (62%) felt it sounded like the kind of job that employers are hiring for in the Rio Grande Valley.

Suggested coursework for this program includes courses currently offered at South Texas College, which are: ITNW 1451 – Fundamentals of Wireless LANs, ITSC 1405 – Introduction to PC Operating Systems, ITSC 1425 – Personal Computer Hardware, ITCC 1414 – CCNA1: Introduction to Networks, ITSE 1402 – Computer Programming and ITCC 1444 – CCNA2: Switching, Routing, and Wireless Essentials. ¹Student enrollment for these shared courses totaled **1,060** students for the past three years and revealed steady growth.

¹ Source: Course Schedules from Fall 2021 – Spring 2024 (as of 4/11/24)



Furthermore, ²declared majors and graduates in related programs for the past five years have also been persistent during the recovery period following the COVID19 pandemic that occurred in 2020.

Declared Majors					
	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023
Information Technology: Specialization – Information Systems	54	33	42	38	27
Information Technology: Specialization – Network Systems	40	24	24	17	22
Computer and Information Technologies Specialist Certificate	47	45	71	57	44
Information and Network Systems Certificate	17	17	21	23	18

Graduates					
	2019	2020	2021	2022	2023
Information Technology: Specialization – Information Systems	17	17	10	12	4
Information Technology: Specialization – Network Systems	20	7	4	1	5
Computer and Information Technologies Specialist Certificate	20	22	5	13	9
Information and Network Systems Certificate	27	36	18	7	13

² Source: STC Factbook

Existing Programs:

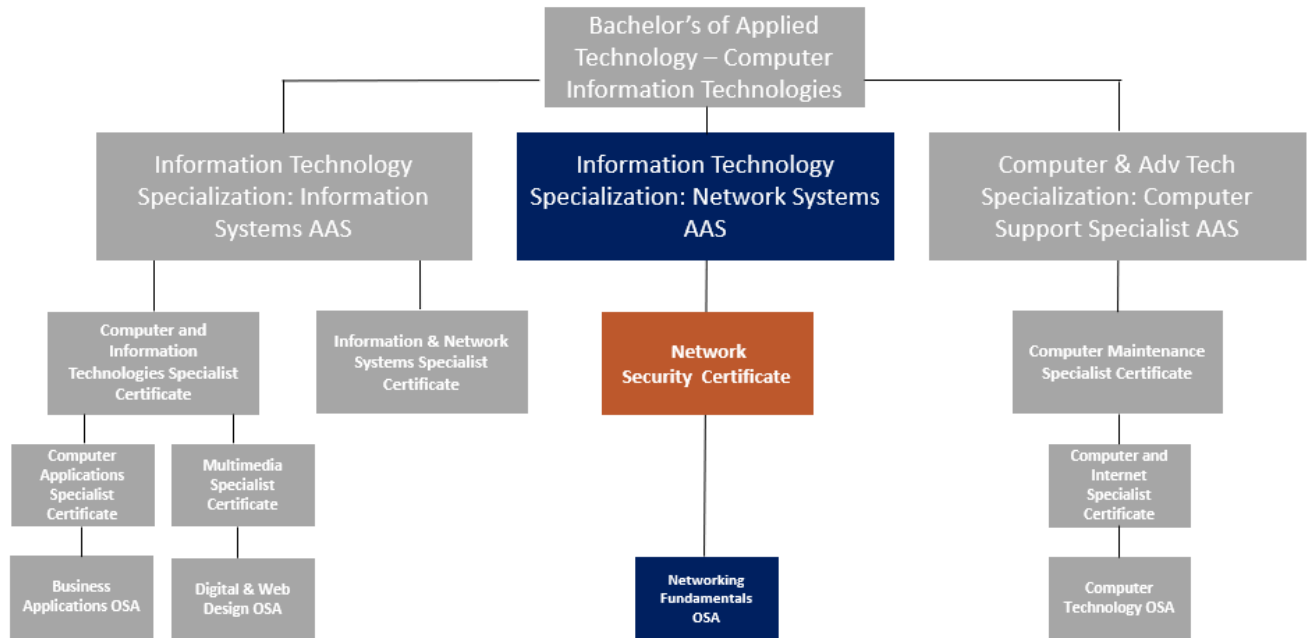
- Alamo CCD – Northwest Vista College (which is approximately 253 miles from McAllen) offers a Certificate and Associate of Applied Science in Information Security Analyst.
- McLennan Community College (which is approximately 420 miles from McAllen) a Certificate in Network with Security.
- Trinity Valley Community College (which is approximately 507 miles from McAllen) offers a Certificate in PC Support, Networking and Information Security.

Enrollment Data Comparison					
	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023
Alamo Colleges – Northwest Vista	291	339	331	366	377
McLennan Community College	2	4	2	1	7
Trinity Valley Community College	50	32	26	58	76

Graduation Data Comparison										
	Fall 2019		Fall 2020		Fall 2021		Fall 2022		Fall 2023	
	Cert	Assoc	Cert	Assoc	Cert	Assoc	Cert	Assoc	Cert	Assoc
Alamo Colleges – Northwest Vista	54	39	52	32	46	28	98	51	57	36
McLennan Community College	-	-	-	-	-	-	-	-	-	-
Trinity Valley Community College	30	12	8	2	11	5	10	5	10	5

Program Linkage and Opportunities for Further Education:

Workforce Education Course Manual (WECM) coursework transfers to other technical and community colleges that offer the same courses in related programs. Currently the Network Systems Associates and the Bachelors of Applied Technology in Computer Information Technologies accepts credits from the technical coursework for the proposed Network Security Certificate giving our students the opportunity to stack their degrees as they achieve completion.



Currently, the courses in the proposed certificate are not taught at the high school level as dual credit courses. Our networking curriculum comes from our partnership with the Cisco Networking Academy. Instructors have to be trained and certified through our academy in order to teach our networking courses (ITCC 1414 CCNA1: Introduction to Networks and ITCC 1444 CCNA2: Switching, Routing, and Wireless Essentials). The remaining courses that do not require certification can be considered for dual enrollment offerings in the future.

Students that complete the Certificate in Network Security will have an opportunity to be certified in the Cisco Certified Support Technician (CCST) Network, Cisco Certified Support Technician (CCST) Cybersecurity, Cisco Certified Support Technician (CCST) IT Support, and the CompTIA Network+ certifications. Students that pursue further education in to the Associates could pursue the Cisco Certified Network Associate certification.

Expected Enrollment & Declared Majors:

The Network Security Certificate is a new program that will enroll students wishing to pursue a degree related to networking in the Information Technology field. The students can then follow the guided pathways to our networking specialization via the Network Systems Associate. We utilized persistence rates from related programs to calculate our enrollment projections for this new award.

Years	AY 2025	AY 2026	AY 2027	AY 2028	AY 2029
Declared Majors	6	17	21	29	37

PROGRAM SUPPORT

Faculty

This new award consists of eight courses, six of which are currently taught by existing faculty and some of which are offered in the related programs. It is anticipated that all of the

coursework will be taught by existing faculty from the Information Technology department to either meet their baseload or compensated through overloads. However, to supplement the anticipated growth of the award, adjuncts would be hired as needed. The courses would average between 15-18 students per course.

Supplies & Materials

Supplies & Materials costs would cover the purchase of office supplies and consumables.

New Costs

Total costs for this award are projected to be \$119,073.90. The funding to defray the costs of this program will come from state appropriations: \$66,500.00 and tuition & fees: \$431,648.00. The total projected 5-year revenue is \$498,148.00. Refer to the budget for specific details.

INSTITUTIONAL EFFECTIVENESS

Program Review and Improvement Plans

The Program Review and Improvement Process at South Texas College is embedded within the bi-annual Institutional Effectiveness (IE) Plan cycle. Academic, administrative, and educational support units of the College develop, implement, and monitor IE Plans. This continuous improvement process establishes expected outcomes at the unit level which support the achievement of STC's strategic plan and mission. IE Plans for academic units generally establish goals and action plans that focus on enhancements or innovations, as well as addressing any element of the program that needs to be improved, as indicated by the annual program review criteria, student learning assessment results, or individual program accreditation requirements.

Each educational program undergoes an annual program review, including criteria such as: enrollment, awards of degrees and certificates, persistence, course success rate, transfer rate, job placement rate, professional accreditations or certifications, licensure/credential exam pass rate, and program advisory committee meetings.

Program learning outcomes (PLOs) are developed for each educational program at STC. Each year, all educational programs assess student learning to demonstrate the level to which students have attained the knowledge or skills that make up these outcomes. Assessment data are collected and reported each year and form the bases for improvement strategies developed and implemented by program instructional staff.

Accreditation

The Network Security certificate is designed to be consistent with the standards of the Southern Association of College and Schools Commission on Colleges and Schools (SACSCOC).

Enrollment Management Plan

POTENTIAL SOURCE OF STUDENTS

Potential students include recent high school graduates as well as individuals who are currently working within the Networking or Information Technology fields and are looking to obtain a degree to further advance their education. Graduates will likely find employment with any organization that has an Information Technology department. They could find employment as well within organizations that provide consultative services and solutions for their clients.

MARKETING

We market our degrees at every school Career Fair we attend, our own annual IT Expo and Rockin' IT events, and any other event the college holds with an opportunity to represent our departments. Cisco Networking Academy provides us with a marketing toolkit that includes presentations, banners, and many other different types of marketing materials.

RETENTION

Once students join our program, we will use Starfish to help advise students who are at risk or need services like tutoring to assist with their coursework. Faculty will continually advise students every semester on how to successfully complete their degrees. Students can also meet with our Guided Path Specialist to discuss any questions or concerns they might have about their degrees and schedules.

STUDENT SUPPORT

We will collaborate with the college's Centers for Learning Excellence to help students with their courses via tutoring services. We will work with our counselors and advisors in order to make the necessary accommodations needed for some students. We will assist those students with military duties that pull them away from their studies for a determined period of time.

Students can take advantage of the library services available as well as take advantage of the free databases like O'Reilly that provide additional books and other material to further enhance their coursework. We will use Blackboard messages and announcements in order to make students aware of these services.

ENROLLMENT PROJECTIONS

The Network Security Certificate is a new program that will enroll students wishing to pursue a degree related to networking in the Information Technology field. The students can then follow the guided pathways to our networking specialization via the Network Systems Associate. We utilized persistence rates from related programs to calculate our enrollment projections for this new award.

Years	AY 2025	AY 2026	AY 2027	AY 2028	AY 2029
Declared Majors	6	17	21	29	37

PROJECTED NUMBER OF GRADUATES

The table below references the projected number of graduates based on the latest persistence rates and projected growth rates. These numbers are based on the persistence rate for our current Information and Network Systems Certificate. The most recent findings for the persistence rate from Fall 2022 to Fall

2023 is 52.9%. The persistence rate from Fall 2022 to Spring 2023 is 72.2%. We used a growth rate of 15% for each new Fall semester which is when we historically see our numbers grow.

Year	AY 2025	AY 2026	AY 2027	AY 2028	AY 2029
Graduates	0	8	11	15	20

PROGRAM SUCCESS METRICS

We will track and analyze our graduation rates to continue to support our students with any obstacles that might prevent them graduating from our program. We will offer support services like advising and tutoring to continue supporting students who wish to continue their education. We plan to track and analyze transfer rates from our Network Security Certificate in to the Network Systems Associate which aligns with the pathway for our networking degree. These students can also choose to further their education into our Bachelor of Applied Technology Computer Information Technologies. With the help and support of our advisory committee, we will continually gather feedback and make proposed changes to ensure that our program remains relevant and in step with industry.

Student Survey Summary



Student Survey for New Program Development Certificate in Network Security

Field Dates: September 19 – October 23, 2023

Sample Size: n=324, margin of error +/- 5%

Summary

Research & Analytical Services conducted a survey of students for the Curriculum Office. The eligible cohort was traditional students aged 18 and over enrolled in the Fall 2023 semester, from which a sample of 10,000 was drawn. Three hundred and twenty-four (n=324, 5%) responded. The sample was post-stratified and weighted by gender and program division to create a representative portrait of the traditional student body. The margin of error associated with this survey is plus/minus 5%. The data reported in this document is weighted.

Student interest in Network Security certificate was assessed. RAS tested three programs this semester and the correct interpretation of the data is to compare against the average of this cohort.

For a Certificate in Network Security, students expressed an average interest of 4.4 on a 1-to-10 scale, compared to 4.5 for the cohort average (cohort maximum 4.9). Business, Public Safety & Technology (BPST) majors expressed an average interest of 5.0, and male students averaged at 5.5.

Students rated the program on attributes that included:

- *Prefer this program to my current major* (24% vs. cohort average 27%, cohort maximum 33%, BPST 28%, MSITB 27%);
- *Sounds like a good-paying job* (76% vs. cohort average 76%, cohort maximum 77%, BPST 71%, MSITB 79%);
- *Sounds like the kind of job that would make my family proud* (54% vs. cohort average 58%, cohort maximum 66%, BPST 53%, MSITB 59%); and
- *Sounds like the kind of job that employers are hiring for here in the Valley* (62% vs. cohort average 56%, cohort maximum 70%, BPST 57%, MSITB 67%).

Curriculum & Course Descriptions



**SOUTH TEXAS
COLLEGE**

Program: Information Technology
 Specialization: N/A
 Award Title: Network Security Certificate

FICE CODE: 031034
 CIP CODE: TBD
 Major: TBD

TSI Exempt

Semester One			Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
ITNW	1451	Fundamentals of Wireless LANs	3	3	0	96	4
ITSC	1405	Introduction to PC Operating Systems	3	3	0	96	4
ITSC	1425	Personal Computer Hardware	3	3	0	96	4
ITCC	1414	CCNA 1: Introduction to Networks	3	3	0	96	4
Total Semester Hours:			12	12	0	384	16

Semester Two			Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
ITSY	1442	Information Technology Security	3	3	0	96	4
ITSE	1402	Computer Programming	3	3	0	96	4
ITNW	2444	Network Protocol Analysis	3	3	0	96	4
ITCC	1444	CCNA2: Switching, Routing, and Wireless Essentials	3	3	0	96	4
Total Semester Hours:			12	12	0	384	16

STC Inventory Coursework						Total Contact Hours:	768
						Total Credit Hours:	32

Network Security

Course Descriptions – Workforce Courses

ITNW 1451 – Fundamentals of Wireless LANs

CRT HRS:04 LEC HRS:03 LAB HRS:03 OTH HRS:00

This focus of this course is to design, plan, implement, operate, and troubleshoot Wireless Local Area Networks (WLANs). Includes WLAN design, installation, and configuration; and WLAN security issues and vendor interoperability strategies.

Prerequisites: None.

Course Learning Outcomes

- Explain wireless technologies, topographies, and standards
- Design, install, configure, monitor, maintain, and troubleshoot wireless networks
- Implement wireless security using encryption, MAC filtering, Authentication, Authorization, and 802.1x technologies.

ITSC 1405 – Introduction to PC Operating Systems

CRT HRS:04 LEC HRS:03 LAB HRS:03 OTH HRS:0

This course is a study of personal computer operating systems. Topics include installation and configuration, file management, memory and storage management, control of peripheral devices, and use of utilities.

Prerequisite: None

Course Learning Outcomes

- Install, configure, and maintain the operating system
- Perform basic file management operations
- Organize and allocate primary and secondary storage
- Access and control peripheral devices
- Run utilities.

ITSC 1425 – Personal Computer Hardware

CRT HRS:04 LEC HRS:03 LAB HRS:03 OTH HRS:0

This course is a study of current personal computer hardware including personal computer assembly and upgrading, setup and configuration, and troubleshooting.

Prerequisite: None.

Course Learning Outcomes

- Assemble/setup and upgrade personal computer systems
- Diagnose and isolate faulty components
- Optimize system performance
- Install/connect peripherals

ITCC 1414 – CCNA1: Introduction to Networks

CRT HRS:04 LEC HRS:03 LAB HRS:03 OTH HRS:0

This course covers networking architecture, structure, security, and functions; introduces the principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations to provide a foundation for curriculum.

Prerequisite: None.

Course Learning Outcomes

- Configure a small network using basic security
- Perform basic configuration on routers and switches
- Implement IP addressing schemes.

ITSY 1442 – Information Technology Security

CRT HRS:04 LEC HRS:03 LAB HRS:03 OTH HRS:0

This course describes the instruction in security for network computer hardware, software, virtualization, and data, including physical security; backup procedures; relevant tools; encryption; and protection from viruses. Topics may adapt to changes in industry practices.

Prerequisite: ITCC 1414.

Course Learning Outcomes

- Apply National Institute of Standards and Technology (NIST) guidelines and other best practices
- Develop backup/recovery procedures to provide for data security
- Use desktop/device operating system features to implement security
- Identify computer and network threats and vulnerabilities and methods to prevent their effects
- Use tools to enhance network security
- Use encryption techniques to protect network local and distributed systems data.

ITSE 1402 – Computer Programming

CRT HRS:04 LEC HRS:03 LAB HRS:03 OTH HRS:0

This course is an introduction to computer programming including design, development, testing, implementation and documentation.

Prerequisite: None.

Course Learning Outcomes

- Design, write, test, and document computer programs.

ITNW 2444 – Network Protocol Analysis

CRT HRS:04 LEC HRS:03 LAB HRS:03 OTH HRS:0

Structured experience with the equipment, techniques and hardware necessary to measure horizontal and vertical angles and distances used in surveying This course describes the use of networking scanning tools to perform network traffic analysis, protocol identification, report preparation, and evidence presentation. Emphasizes technical aspects of network protocol analysis where cybersecurity is employed.

Prerequisite: ITCC 1414.

Course Learning Outcomes

- Demonstrate network traffic pattern analysis preventing malicious and illegal network intrusion and penetration
- Explain detection of harmful networking data targeting organization business

- Identify business impact and corrective action
- Document network analysis and findings
- Demonstrate basic traffic pattern analysis utilizing scanning tools
- Analyze case studies involving collaborative investigation
- Present findings of network analysis.

ITCC 1444 CCNA 2: Switching, Routing, and Wireless Essentials

CRT HRS:04 LEC HRS:03 LAB HRS:03 OTH HRS:0

This course describes the architecture, components, and operations of routers and switches in small networks and introduces wireless local area networks (WLAN) and security concepts; provides an in-depth understanding of how routers and switches operate and are implemented in the LAN environment.

Prerequisite: ITCC 1414.

Course Learning Outcomes

- Configure, secure, and maintain routers and switches
- Resolve common issues with routing protocols, virtual LANs, and inter-VLAN routing in both IPv4 and IPv6 networks
- Configure WLANs.

Program Learning Outcomes

- PLO 1: Graduates will configure, secure, and maintain routers and switches. (ITCC 1444 - CCNA 2: Switching, Routing, and Wireless Essentials)
- PLO 2: Graduates will identify computer and network threats, vulnerabilities, and methods to prevent their effects. (ITSY 1442 - Information Technology Security)
- PLO 3: Graduates demonstrate basic traffic pattern analysis utilizing scanning tools. (ITNW 2444 - Network Protocol Analysis)

Instructional Costs & Projected Revenue

Projected Budget Impact - Network Security Certificate						
Faculty Salary & Benefits	Year 1	Year 2	Year 3	Year 4	Year 5	Totals
No. Sections						
LHE Rate	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	
Avg. # of LHE's per Course	5.01	5.01	5.01	5.01	5.01	
Subtotal	\$ 3,757.50	\$ 3,757.50	\$ 3,757.50	\$ 3,757.50	\$ 3,757.50	
# of Sections Taught by Adj/Sum/OV	1	2	3	4	4	
# of Sections Taught by Re-classified F/T	0	0	0	0	0	
# of Sections Taught by New F/T	0	0	0	0	0	
Salary Breakdown						
Adjunct/Overload Compensation	\$ 3,757.50	\$ 7,515.00	\$ 11,272.50	\$ 15,030.00	\$ 15,030.00	
Benefits Rate for Adjunct/Overload (18%)	1.18	1.18	1.18	1.18	1.18	
Compensation + Benefits for Adjunct/OV	\$ 4,433.85	\$ 8,867.70	\$ 13,301.55	\$ 17,735.40	\$ 17,735.40	\$ 62,073.90
New F/T Faculty @ \$48,000 avg salary	\$0	\$0	\$0	\$0	\$0	
Benefit Rate for F/T (30%)	1.30	1.30	1.30	1.30	1.30	
Salary + Benefits for New F/T	\$0	\$0	\$0	\$0	\$0	\$0.00
Administrative Costs	\$0	\$0	\$0	\$0	\$0	
Benefits Rate for Stipends (18%)	1.18	1.18	1.18	1.18	1.18	
Compensation + Benefits for Stipends	\$0	\$0	\$0	\$0	\$0	\$0.00
Cost for Faculty Salary/Benefits	\$ 4,433.85	\$ 8,867.70	\$ 13,301.55	\$ 17,735.40	\$ 17,735.40	\$ 62,073.90
Projected Revenue						
	Year 1	Year 2	Year 3	Year 4	Year 5	Totals
State Appropriations						
Total # of Unduplicated Students per Year	0	8	11	15	20	
Level I Certificate (HD) @3500	\$ -	\$ 28,000.00	\$ 38,500.00	\$ 52,500.00	\$ 70,000.00	
State Appropriations Generated	\$ -	\$ 28,000.00	\$ 38,500.00	\$ 52,500.00	\$ 70,000.00	
State Appropriations Received	\$ -	\$ -	\$ -	\$ 28,000.00	\$ 38,500.00	\$ 66,500.00
Tuition						
Enrollment # Projected (Duplicated)	24	101	133	169	231	
Tuition Rate per SCH	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00	
Subtotal	\$ 3,840.00	\$ 16,160.00	\$ 21,280.00	\$ 27,040.00	\$ 36,960.00	
# of SCH per Course	4	4	4	4	4	
Total Tuition	\$ 15,360.00	\$ 64,640.00	\$ 85,120.00	\$ 108,160.00	\$ 147,840.00	\$ 421,120.00
Mandatory Fees						
Student Activity Fee (\$4/SCH)	\$ 384.00	\$ 1,616.00	\$ 2,128.00	\$ 2,704.00	\$ 3,696.00	
Total Fees:	\$ 384.00	\$ 1,616.00	\$ 2,128.00	\$ 2,704.00	\$ 3,696.00	\$ 10,528.00
Total Tuition & Fees:	\$ 15,744.00	\$ 66,256.00	\$ 87,248.00	\$ 110,864.00	\$ 151,536.00	\$ 431,648.00
Notes: LHE rate of \$750 was used because most of the current faculty teaching the existing courses hold a Master's Degree. The average number of LHEs per course was derived from the proposed 5-year course schedule and based on the respective academic year. Number of credit hours per course is 4 SCH. Number of sections is based on projected enrollment due to program demand.						

Operating Costs						
	Year 1	Year 2	Year 3	Year 4	Year 5	Totals
Faculty Salaries and Benefits	\$4,433.85	\$8,867.70	\$13,301.55	\$17,735.40	\$17,735.40	\$62,073.90
Supplies and Materials (Operating)	\$4,400.00	\$4,400.00	\$4,400.00	\$4,400.00	\$4,400.00	\$22,000.00
Library Resources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment and Software (Capital)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Facilities (Furniture) (Operating)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Faculty Professional Development/(Travel)	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$35,000.00
Subtotal - Instructional & Operating Costs	\$15,833.85	\$20,267.70	\$24,701.55	\$29,135.40	\$29,135.40	\$119,073.90
Total Budget Per Year	\$15,833.85	\$20,267.70	\$24,701.55	\$29,135.40	\$29,135.40	\$119,073.90
Revenue						
	Year 1	Year 2	Year 3	Year 4	Year 5	Totals
State Appropriations	\$ -	\$ -	\$ -	\$ 28,000.00	\$ 38,500.00	\$ 66,500.00
Tuition & Fees	\$ 15,744.00	\$ 66,256.00	\$ 87,248.00	\$ 110,864.00	\$ 151,536.00	\$ 431,648.00
Total Revenue	\$ 15,744.00	\$ 66,256.00	\$ 87,248.00	\$ 138,864.00	\$ 190,036.00	\$ 498,148.00

Supporting Documentation

Network Security Certificate Advisory Committee Membership

Name	Title	Contact
Diana Berger	Operations Manager, South/West Texas, New Mexico	Netsync 1224 East Jasmine Ave., Suite B McAllen, TX 78501 (956) 451-8628 dberger@netsync.com
David M. Culberson	Chief Technology Officer	Sharyland ISD 1200 N. Shary Rd. Mission, TX 78572 (956) 584-6410 dculberson@sharylandisd.org
Adan Mendoza	IT Security Analyst	Urban Strategies 299 E. Heywood St. San Benito, TC 78586 amendoza11278@gmail.com
Daira Natividad	Technology Solutions Specialist	City of San Juan S. Nebraska St. San Juan, Texas 78537 (956) 223-2259 dnatividad@sjtx.us
Maggie Peña	Chief Experience Officer	Interlace Health 13421 Manchester Road Suite 208 St. Louis, MO 63131 (314) 677-3800 mpena@interlacehealth.com



Pharr



MAYOR Ambrosio Hernandez, MD

COMMISSIONERS Michael Pacheco | Roberto "Bobby" Carrillo | Ramiro Caballero, MD | Daniel Chavez | Ricardo Medina | Itza Flores

November 28th, 2023

To Whom It May Concern:

We at the City of Pharr Innovation & Technology department fully support this new Network Security Certificate program being considered at South Texas College. As we continue to grow our department due to the growth of our city operations with our TeamPharr.Net initiative as well as improving our internal services we offer, we always look at candidates that fit our culture of excellent customer service, having excellent soft skills as well as having experience and higher education in technology. Security is at the forefront in everything we do and for this reason, we expect all our staff to understand how this is critical in our daily operations. We are a team of 46 technology employees and now have multiple dedicated security professionals like Cybersecurity Analysts on our Systems & Security division as well as a Network Analyst to assist our Network Administrator on our Network & Support division.

This credential will help us better understand the capabilities of candidates applying for jobs with us as it shows they have the foundation to know how networks operate as well as the importance of having a security first, zero trust mindset. This is a skill that all public sector agencies highly need, and this is one sector that continues to develop and adapt to the ever-growing demands for these types of jobs as well as the systems available to solve and assist in this sector. Having quality education is critical for securing our public networks, which is why we highly support this initiative.

A handwritten signature in blue ink, appearing to read "JP".

Jose J. Peña
Director of IT

Telephone (956) 402-4100 | Fax (956) 702-5313 | P.O. Box 1729 | 118 S. Cage | Pharr, Texas 78577

www.pharr-tx.gov



Judith Escamilla
Executive Director of Technology
4309 Warrior Drive
McAllen, TX 78501

December 7th, 2023

To Whom It May Concern:

There's an immediate need to have a Network Security certificate available to our community and our future workforce. The need to understand the basics of networking and the intricacies of the importance of knowing how data flows within an organization is imperative.

In K-12 users' dependance on wireless and hardline devices is changing the entry level technician positions to require networking knowledge. As well as IOT (Internet of Things) has posed higher demands on networking and how to secure these devices. This certificate will prepare and provide skilled workforce from our own local college.

If you need additional justification do not hesitate to contact me at 956-286-5694 or by email at judith.escamilla@mcallenisd.net.

Thank you for asking the community and keeping our area up to date with the constant changes and demands in the Technology field.

Sincerely,

Judith Escamilla
Judith Escamilla

MCALLEN ISD
DEPARTMENT For TECHNOLOGY SYSTEMS
V 4-5-19

NETSYNC

Dear Texas Workforce Commission Jet Grant Representative,

We are pleased to inform you that Netsync Network Solutions is fully supportive of South Texas College's Information Technology Program. We have hired several graduates from this program and they have proven time and again that they are competent, receptive to teaching, and are willing to be trained to become team players in our organization.

We will be willing to hire your graduates as appropriate and provide them with the support they need while they grow in the information technology profession.

Sincerely,

Authorized Employer Title: Operations Manager, South/West Texas

Print Name: Diana Berger

Diana
Berger

Digitally signed by Diana Berger
DN: cn=Diana Berger, o=Netsync,
ou=Email: dberger@netsync.com,
c=US
Date: 2023.11.05 08:35:36 -0600

Signature: _____

Date: 11/22/23

Name and type of Business: Netsync Network Solutions - Technology Integrator

Contact Information: (telephone number, email address or mailing address) _____

956.451.8628; dberger@netsync.com; 1224 E. Jasmine, Ste. B McAllen, TX 78501



SISD SUPERINTENDENT

Dr. Maria M. Vidaurri

BOARD OF TRUSTEES

Jose "Pepe" Garcia – President

Maritza Venecia – Vice President

Hector Rivera – Secretary

David Keith – Asst. Secretary

Dr. Noe Oliveira – Member

Meagan Sullivan – Member

Julio Cerda – Member

1200 N. SHARY ROAD, MISSION, TX 78572 PHONE: 956-580-5200 FAX: 956-580-5229 WWW.SHARYLANDISD.ORG

12-04-2023

To Whom It May Concern:

I'm writing this letter in support of the proposed Network Security Certificate. Having this option available for students will give them an opportunity to start working in that area of study while continuing their education if they choose to do so. This will benefit our industry with providing entry level network security team members sooner than later which can be a stepping stone to further their career at our organization. A certificate in that field will give students an advantage when applying for jobs in the network security arena. Based on my own personal experience, students with a certificate that are given the chance to work in the network security field will pick up a wealth of knowledge and work with cutting edge hardware and software used in the field today. Please let me know if there is anything we can do to further support this endeavor.

David M. Culberson

Chief Technology Officer | Sharyland Independent School District

E: dculberson@sharylandisd.org | T: (956) 584-6410

SISD does not discriminate on basis of race, color, national origin, gender, religion, age or disability in employment or provision of services, programs or activities.

Trust • Communication • Collective Responsibility • Care • Pride



March 1, 2024

To whom it may concern:

Your Network Security Certificate program is crucial for addressing the increasing importance of network security in today's technology industry. As our world becomes more interconnected, where data is constantly transmitted across networks, ensuring integrity, confidentiality, and availability of information is vital. By offering comprehensive training in network security, your program not only equips students with essential skills but also helps meet the industry's demand for qualified talent. As a potential employer invested in our community's workforce development, I see tremendous value in supporting initiatives like yours. I'm fully committed to backing your program and excited to see how its graduates will contribute to our industry.

I am confident that your Network Security Certificate program will make a significant impact on our community and the technology industry. Should you require any further assistance or support, please don't hesitate to let me know. Looking forward to seeing the program thrive.

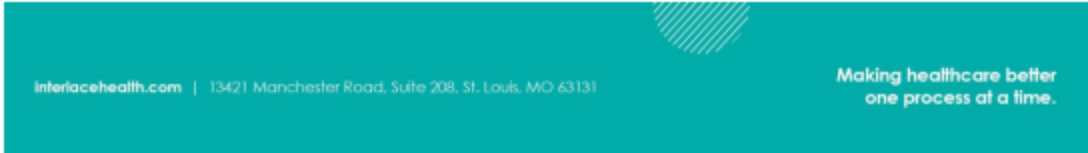
Best regards,

Maggie Peña, MBA
Chief Experience Officer at Interlace Health

cell 956-289-0384 | office 800-218-3512
LinkedIn Profile | mpena@interlacehealth.com



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Review of Presentations Delivered to Finance, Audit, and Human Resources Committee

The following presentations were delivered to the Finance, Audit, and Human Resources Committee on Monday, August 12, 2024:

A. Presentation on Employee Vacancy and Turnover Rates

Purpose and Justification – The Board of Trustees requested that management provide a comprehensive summary of employee vacancy and turnover rates. Mary Del Paz, Vice President for Finance and Administrative Services, will present the requested information.

Monitoring employee vacancy and turnover rates provides valuable insights into the effectiveness of recruitment, employee engagement, and overall organizational wellbeing as a College.

Key Definitions:

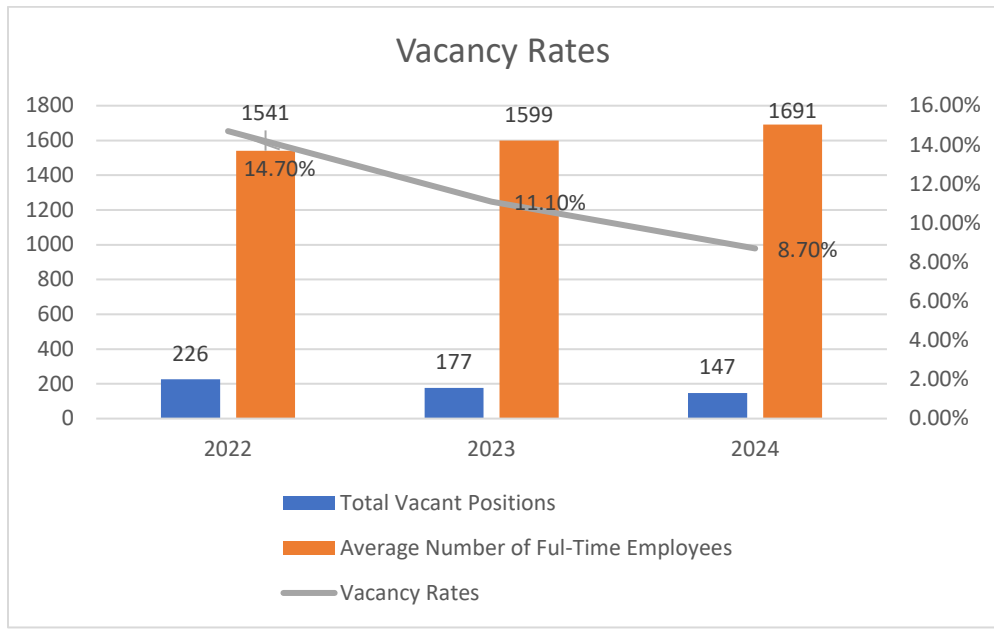
- **Vacancy Rate** is the percentage of unfilled positions in the College’s workforce compared to the total number of positions. It is calculated by dividing the number of unfilled positions during a specific period by the average number of employees in the College during that same time.
- **Turnover Rate** is a way to measure how often employees leave the College and are replaced by new ones. It is calculated by dividing the number of employees who leave during a specific period by the average number of employees in the College during that same time.

A summary of vacancy and turnover rates for the past three fiscal years follows:

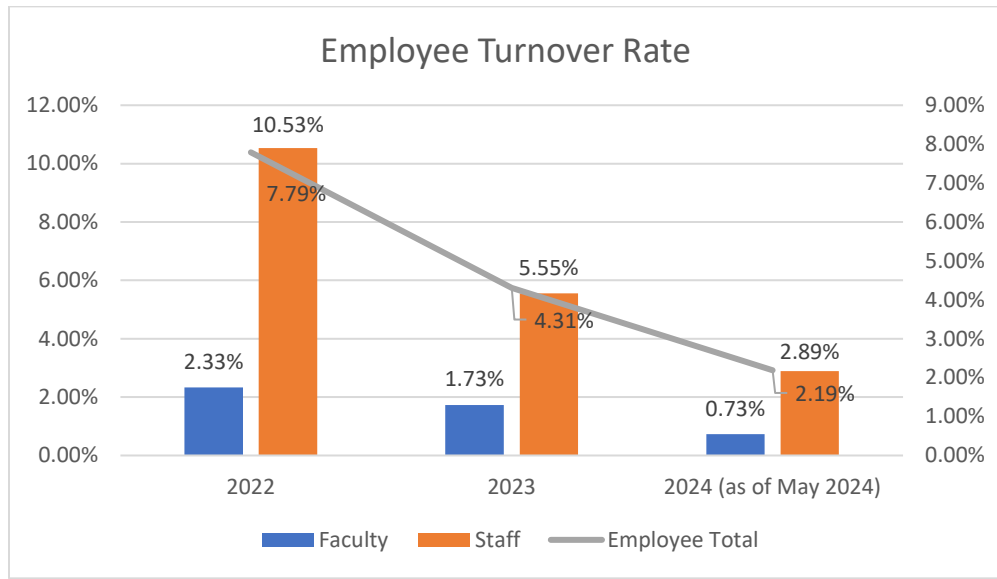
Vacancy Rates				
FY	Total Vacant Positions <small>As of Aug 31 (I) (II)</small>	Average Number of Full-Time Employees	Vacancy Rate	Industry Average
2022	226	1,541	14.7%	14.0%
2023	177	1,599	11.1%	14.0%
2024 (As of May 2024)	147	1,691	8.7%	14.0%
Grand Total & Averages	550	1,610	11.5%	14.0%

(I) Excluding Full-Time Faculty

(II) Excluding Frozen Positions and Unfunded Positions



Employee Turnover Rate				
Year	Faculty	Staff	Employee Total	Industry Average
2022	2.33%	10.53%	7.79%	12.00%
2023	1.73%	5.55%	4.31%	14.30%
2024 (As of May 2024)	0.73%	2.89%	2.19%	N/A
Average Turnover Rate	1.60%	6.32%	4.76%	13.15%



As noted within the tables presented above, both vacancy and turnover rates have steadily declined over the past three fiscal years. The decrease may be attributed to various employee benefits recently Board approved.

Mary Del Paz, Vice President for Finance and Administrative Services, and Dr. Zachary Suarez, Executive Director of Human Resources and Talent Development, will be present at the Board Meeting to address questions.

No action is required from the Board. This item is presented for information purposes.

B. Review and Discussion of South Texas College Proposed 2024 Tax Rate

Purpose and Justification - Chapter 26 of the Property Tax code requires taxing units to comply with truth-in-taxation laws in adopting the tax rate. The laws have two purposes: to make taxpayers aware of tax rate proposals and to allow taxpayers, in certain cases, to roll back or limit a tax increase. The truth-in-taxation requires a taxing unit to calculate two (2) tax rates, no-new-revenue tax rate and the voter-approval tax rate, after receiving its certified appraisal roll from the chief appraiser.

Comparing a proposed tax rate to these two (2) rates determines which truth-in-taxation steps apply. A taxing unit must publish special notices and hold a public hearing before adopting a tax rate that exceeds the no-new-revenue rate and/or the voter-approval rate. The College is proposing to adopt a tax rate that does exceed the no-new-revenue tax rate but does not exceed the voter-approval tax rate and therefore, is required to hold a public hearing.

The Texas Tax Code 26.04(e) requires the taxing units to publish a Notice of Tax Rate and sets out the requirements for the format and content of the notice. The notice shall be posted prominently on the home page of the taxing unit's website in the form prescribed by the Texas State Comptroller's office that includes the statutory requirements. In addition, the Texas Tax Code 26.06(c) requires the taxing unit to publish a Notice of Public Hearing in the newspaper, website, and on TV, if available, if the taxing unit proposes a tax rate that:

- Exceeds the no-new-revenue tax rate and the voter-approval tax rate;
- Exceeds the no-new-revenue tax rate but does not exceed the voter-approval tax rate; or
- Does not exceed the no-new-revenue tax rate but exceeds the voter-approval tax rate.

The following options were reviewed with the Committee:

- Option 1 – Do not use the Interest and Sinking reserve funds and no defeasance of bond debt
- Option 2 – Use the Interest and Sinking reserve funds to lower the debt tax rate to maintain the same total tax rate
- Option 3 – Maintain the same debt tax rate as fiscal year 2024 by increasing the bond debt by \$2,050,000 and issue a bond defeasance for Bond Taxable Series 2020

The Committee recommended Board approval of Option 3, to maintain the same debt tax rate as fiscal year 2024 and issue a bond defeasance for Bond Taxable Series 2020 as presented.

The compiled data for both counties and the Truth-in-Taxation calculation used to determine the tax rates is reflected below:

	M&O RATE	DEBT RATE	RATE	REVENUE
No-New-Revenue Tax Rate (Formerly Effective Tax Rate)			\$0.1506	\$92,566,457
Voter-Approval Tax Rate (Formerly Rollback Tax Rate)	\$0.1393	\$0.0227	\$0.1620	\$98,979,871
Proposed Tax Rate	\$0.1393	\$0.0227	\$0.1620	\$98,979,871

The proposed maintenance and operations (M&O) tax rate of \$0.1393 is the maximum rate that the College can adopt to not exceed the voter-approval tax rate and not be required to hold an election to vote on the proposed tax rate.

The proposed debt rate of \$0.0227 is the amount necessary to fully fund all the debt service payments for outstanding bonds and for the proposed bond defeasance.


South Texas College is required to hold a public hearing and publish special notices before adopting the proposed tax rate of \$0.1620 for fiscal year 2025, since this tax rate does exceed the no-new-revenue tax rate but does not exceed the voter-approval tax rate.

In fiscal year 2024, South Texas College held a public hearing and published special notices before adopting the tax rate of \$0.1562, \$0.1335 cents for M&O and \$0.0227 for I&S.

Enclosed Documents - The Notice About 2024 Tax Rates and a presentation on Proposed 2024 Property Tax Rate follow in the packet for the Board's information and review.

The Board will be asked later in this meeting to schedule, by record vote, a Public Hearing on the proposed tax rate on Tuesday, September 24, 2024 at 5:15 PM.

No action is required from the Board. This item is presented for information and feedback to staff.



SOUTH TEXAS COLLEGE

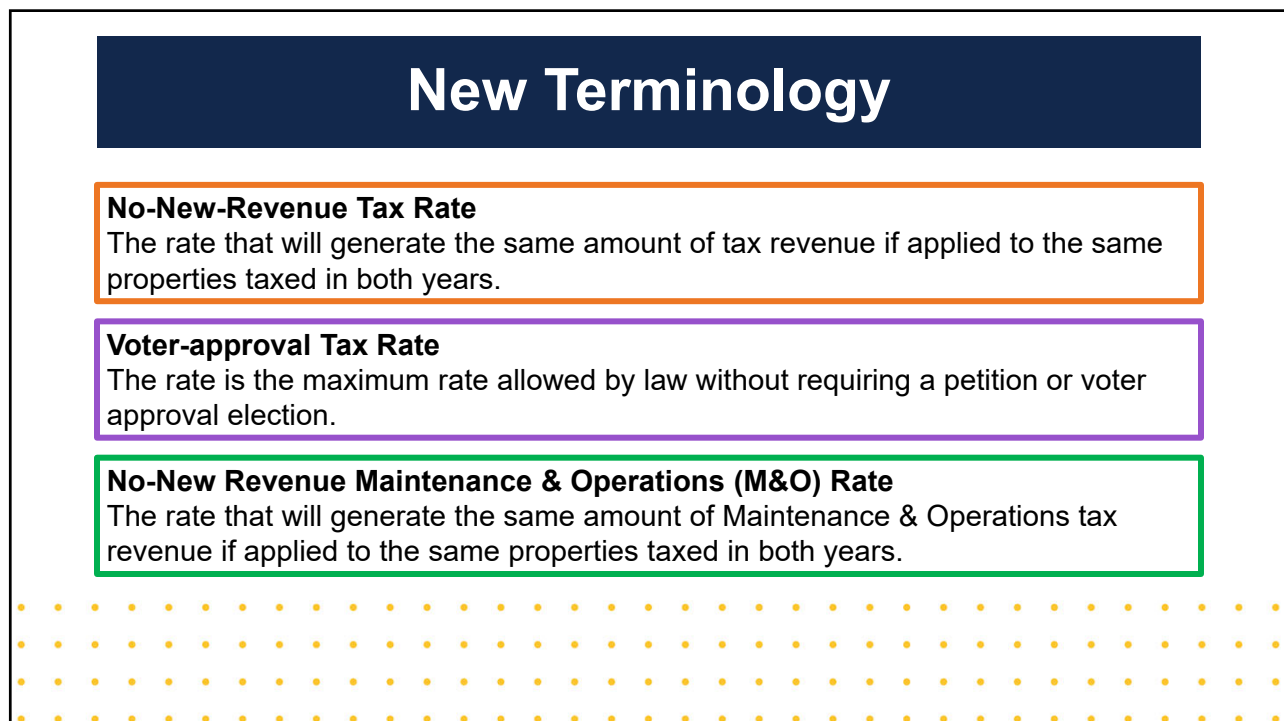
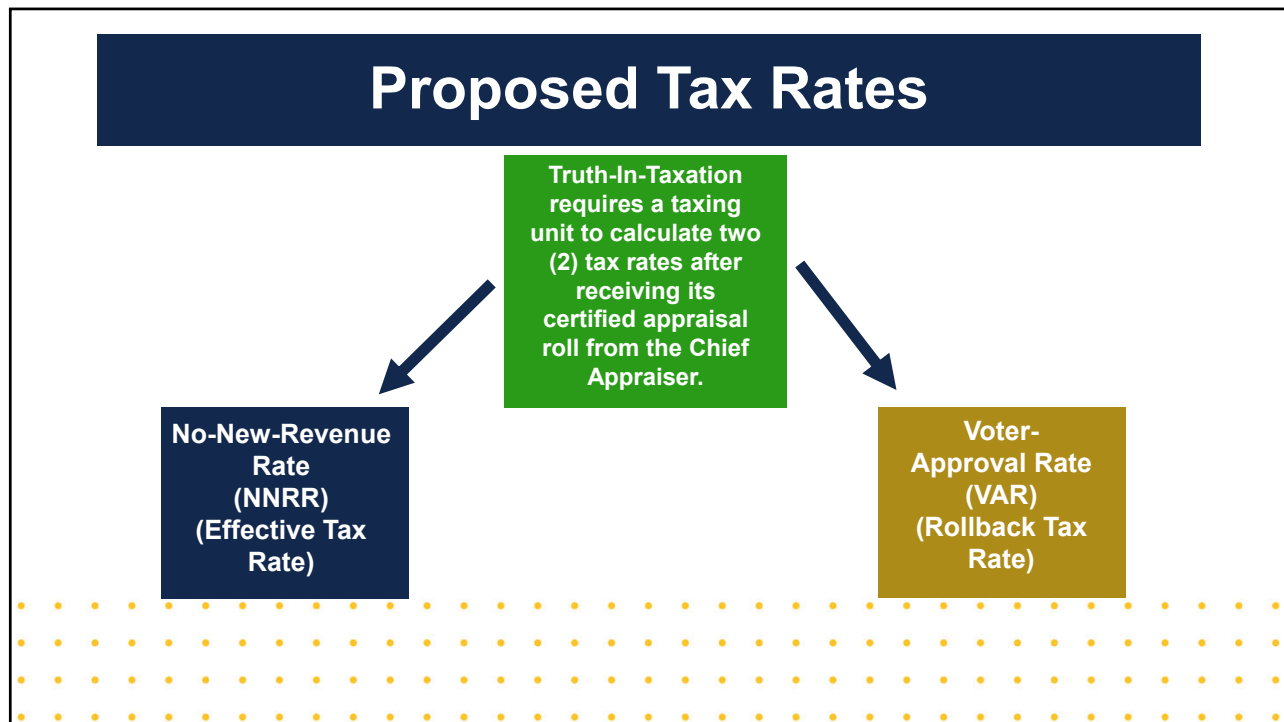
Proposed 2024 Property Tax Rates
Board of Trustees Meeting
August 27, 2024

Proposed Tax Rates

Chapter 26 of the Property Tax Code requires taxing units to comply with truth-in-taxation laws in adoption the tax rate.

Truth in taxation is designed to inform the public of increases in total tax revenues assessed by taxing units.





Special Notices & Public Hearing Requirements

A taxing unit must publish special notices and hold a public hearing before adopting a tax rate if the taxing unit proposes a tax rate that:

- Exceeds the no-new revenue tax rate and the voter-approval tax rate;
- Exceeds the no-new revenue tax rate but does not exceed the voter-approval tax rate; or
- Does not exceed the no-new revenue tax rate but exceeds the voter-approval tax rate

Proposed Total Tax Rate: \$0.1620



The College is required to hold a public hearing and publish special notices before adopting the proposed tax rate since the proposed rate (\$0.1620) does exceed the lower of:

- the no-new-revenue rate of (\$0.1506) but does not exceed
- the voter-approval rate of (\$0.1620)

Tax Rates Calculations

	M&O Rate	Debt Rate	Rate	Revenue
No-New-Revenue Rate (Formerly Effective Tax Rate)			\$0.1506	\$92,566,457
Voter-Approval Rate (Formerly Rollback Tax Rate)	\$0.1393	\$0.0227	\$0.1620	\$98,979,871
Proposed Tax Rate	\$0.1393	\$0.0227	\$0.1620	\$98,979,871



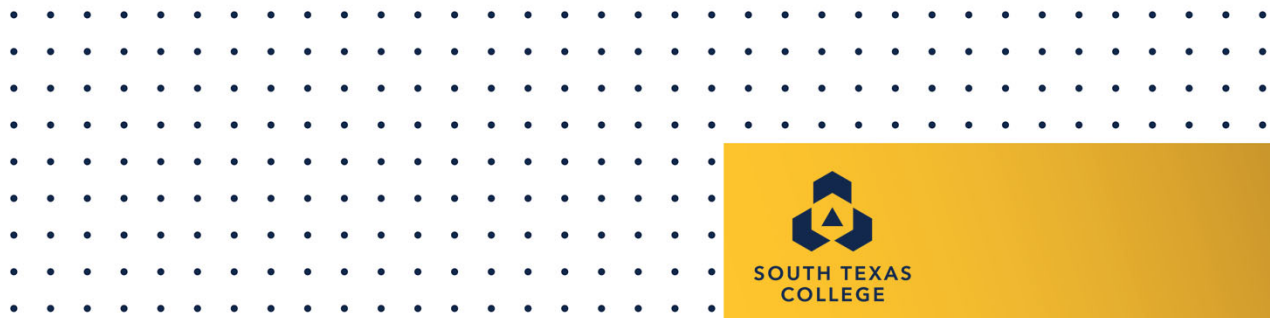
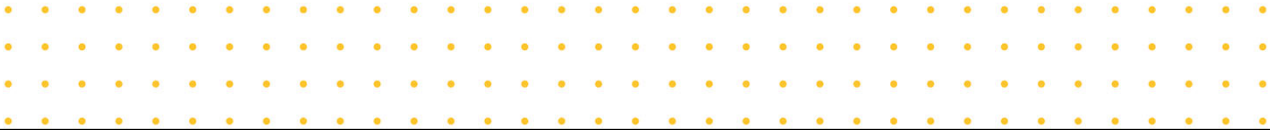
Required Steps

- July 25, 2024 – Deadline for chief appraiser to certify rolls to taxing units
- Certification of anticipated collection rate by collector
- Calculation of no-new-revenue and voter-approval tax rates
- August 27, 2024 – Meeting of governing body to discuss tax rate
- August 27, 2024 – The recommended proposed tax rate does exceed the lower of the no-new-revenue but does not exceed the voter-approval tax rate, take record vote and schedule one public hearing
- August 28, 2024 – Notice About 2024 Tax Rates published on South Texas College website



Required Steps

- September 11, 2024 – Publish Notice of Public Hearing on Tax Increase
- September 20, 2024 – Schedule and announce meeting to adopt tax rate
- September 24, 2024 – Public Hearing
- September 24, 2024 – Meeting to adopt tax rate



**Thank You
Questions?**

Notice About 2024 Tax Rates

Property tax rates in South Texas College.

This notice concerns the 2024 property tax rates for South Texas College. This notice provides information about two tax rates used in adopting the current tax year's tax rate. The no-new-revenue tax rate would impose the same amount of taxes as last year if you compare properties taxed in both years. In most cases, the voter-approval tax rate is the highest tax rate a taxing unit can adopt without holding an election. In each case, these rates are calculated by dividing the total amount of taxes by the current taxable value with adjustments as required by state law. The rates are given per \$100 of property value.

This year's no-new-revenue tax rate	\$0.1506/\$100
This year's voter-approval tax rate	\$0.1620/\$100

To see the full calculations, please visit www.southtexascollege.edu for a copy of the Tax Rate Calculation Worksheet.

Unencumbered Fund Balance

The following estimated balances will be left in the taxing unit's accounts at the end of the fiscal year. These balances are not encumbered by corresponding debt obligation.

Type of Fund	Balance
Interest and Sinking Money Market Account	8,983,468

Current Year Debt Service

The following amounts are for long-term debts that are secured by property taxes. These amounts will be paid from upcoming property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
South Texas College District Limited Tax Bonds, Series	2,759,693	1,498,307	2,050,000	6,308,000
2020				
South Texas College District Limited Tax Bonds, Series	3,095,000	3,375,223	0	6,470,223
2021				
Total required for 2024 debt service				\$12,778,223
- Amount (if any) paid from funds listed in unencumbered funds				\$0
- Amount (if any) paid from other resources				\$0
- Excess collections last year				\$0
= Total to be paid from taxes in 2024				\$12,778,223
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2024				\$0
= Total debt levy				\$12,778,223

This notice contains a summary of actual no-new-revenue and voter-approval calculations as certified by Mary G. Del Paz, Vice-President for Finance and Administrative Services on 08/13/2024.

Visit Texas.gov/PropertyTaxes to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

C. Discussion on Proposed Legal Services Related to Trademark Requirements

Lynda Lopez, Executive Director of Public Relations and Marketing, will present on proposed legal services related to trademark requirements with Lydia Elizondo Mount, from Lydia Attorney at Law/ Mount Law, PLLC., for the period beginning August 28, 2024 through February 27, 2025, in accordance with Policy BCC – Board Internal Organization: Attorney.

Background - Trademarking the College logo will provide legal protection for the South Texas College brand and give the college exclusive rights to use the logo on marketing collateral and promotional product. The trademark will also:

- Ensure that the logo design is not replicated by any other college, business, or company.
- Prevent counterfeiting and unauthorized usage.
- Keep vendors from profiting from our logo and brand without proper authorization.
- Give South Texas College final approval on the use of the logo and ensure that it is not misused or modified in any and all printing.
- Solidify our brand identity and help increase our brand value.

Reviewers – These services have been reviewed by the President, the Vice President for Finance and Administrative Services, the Executive Director of Public Relations and Marketing, and Ben Castillo, South Texas College Legal Counsel.

No action was required from the Board. This item is presented for information only.

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 request any 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 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 Proposals, Purchases, Renewals, and Interlocal Agreement at a total cost of \$4,091,522.57
- b. Approval to Terminate Legal Services Agreement with Guerrero Law Firm
- c. Approval to Dispose of Surplus Property Valued at \$5,000 and Above
- d. Approval of Proposed Employee Compensation Plan for FY 2024-2025
- e. Approval of Proposed Employee Staffing Plan for FY 2024-2025
- f. Approval to Request a Best and Final Offer from the Vendors for Operation of College Bookstore
- g. Approval of Acceptance of Internal Audit Report in the Area of Student Organization Funds Handling
- h. Approval of Acceptance of Internal Auditor's Annual Statement of Organizational Independence
- i. Approval on Internal Audit Charter
- j. Approval of Proposed Projects for Internal Auditor for FY 2024-2025
- k. Approval to Revise Personnel Policy

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- k 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 Proposals, Purchases, Renewals, and Interlocal Agreement at a total cost of \$4,091,522.57

Purpose and Justification – Administration requests Board approval of the following award of proposal, purchases, renewals, and interlocal agreements at a total cost of \$4,091,522.57.

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

Award of Proposal

1) Campus Dining and Food Trucks – Starr County Campus (Award)

Award the proposal for the campus dining and food trucks – Starr County Campus to **D.A. Restaurant Group, Inc.** (Mission, TX) (New), for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew at no commission to the College.

Purpose and Justification—The Vice President of Finance and Administrative Services and the Purchasing Department was requesting to award the campus dining and food truck services for the Starr County Campus. The dining service provides several food options for faculty, staff, and students throughout their time on campus. These options are available Monday through Friday and encompass a selection of sandwiches, chicken biscuits, nuggets, iced coffees, juice, desserts, salads, fruit, chips, and various other culinary offerings.

Background – The project timeline and information are as follows:

Advertised RFP	July 3, 2024 and July 10, 2024
RFP Responses Due	July 18, 2024
RFP Issued To	Twenty-four (24) Vendors
Responses Received From	One (1) Vendor
Responses Reviewed By	Campus Administrator, Facilities Operations and Operations, and the Purchasing Department.

Purchases and Renewals (Instructional Items)

2) Online Tutoring Service Agreement (Purchase)

Purchase an online tutoring service agreement from **Upswing International, Inc.** (Austin, TX), a sole source vendor, for the period beginning September 1, 2024 through August 31, 2026, at a total amount of \$259,000.00, which provides nine thousand (9,000) service hours.

Purpose and Justification - The Centers for Learning Excellence requested to purchase hours for the online tutoring services utilized by students throughout the College district. The service agreement will provide access to online tutoring and retention services in English, Math, Developmental English, Developmental Math, Developmental Reading, History, Economics, Philosophy, Education, Business, Political Science, Nursing, Psychology, Spanish, Allied Health, Biology, Chemistry, Physics, Sociology, and many other subjects. These services supplement and enhance the services provided at the College’s Centers for Learning Excellence by allowing students to access services outside of regular operating hours and from any location and, in some cases, providing

tutors for subjects in which it is difficult to find qualified tutors locally. These tutoring services provide new, enhanced features such as audio and video tutoring capabilities, data and analytics dashboards, and the ability to schedule appointments and select and rate tutors. The provision of online tutoring services follows the Southern Association of Colleges and Schools Practices for Electronically Offered Degree and Certificate Programs, which stipulates that the institution recognizes that appropriate services must be available for students regardless of location on or off campus. Due to recent staffing shortages, the demand for services exceeds local capacity, especially for the asynchronous paper review component. This purchase amount is determined by the actual usage of the past fiscal year.

Funds for this expenditure are budgeted in the Centers for Learning Excellence budget for FY 2024 – 2025 and FY 2025 - 2026, pending Board approval of the budget.

3) Software and Educational Supplies (Purchase) – Grant Funded

Purchase software and educational supplies from **Technical Laboratory Systems, Inc. (Tech-Labs)** (Katy, TX), The Interlocal Purchasing System (TIPS), and Choice Partner purchasing cooperatives approved vendor, for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$100,000.00, which is based on prior year expenditures.

Purpose and Justification – Various instructional programs requested the purchase of software and educational supplies for student instruction. Various software licenses and supplies are needed for some of the following instructional programs: Engineering, Architectural, Engineering Design Technology, and Mechatronics. The purchase included licenses for the robots and supplies for the 3D printers. Learning Commons and Open Labs and the Center for Advanced Training and Apprenticeships – Advanced Robotics and Automation Technology Grant are requesting the purchase of software and educational supplies to support students in the open labs and for grant compliance.

Funds for this expenditure are budgeted in the various department and grant budgets for FY 2024 – 2025, pending Board approval of the budget.

4) Lease of Trucks (Renewal)

Renew the lease of a truck contract with **Trancasa USA, Inc.** (Pharr, TX) for the period beginning November 1, 2024 through October 31, 2025, at an estimated amount of \$39,600.00.

Purpose and Justification – Continuing Professional and Workforce Education requested to lease one (1) manual transmission heavy-duty tractor-trailer for student instruction at the Technology Campus. The one (1) tractor-trailer is needed to meet the demand of our Commercial Driver’s License program.

Background – The Board awarded the contract as follows:

Term: October 31, 2023 – one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	10/31/23	11/01/23 – 10/31/24	
First Renewal	08/27/24		11/01/24 – 10/31/25

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

Funds for this expenditure are budgeted in the Continuing Education budget for FY 2024 – 2025 and FY 2025 - 2026, pending Board approval of the budget.

Purchases and Renewals (Non-Instructional Items)

5) Audio Visual Equipment and Supplies (Purchase)

Purchase audio visual equipment and supplies for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$320,000.00, which is based on prior year expenditures.

The purchasing-cooperative approved vendors are as follows:

Vendor (City, State) - Purchasing Cooperative	Amount
Audio Visual Aids (San Antonio, TX) – Texas Department of Information Resources (DIR), Texas Association of School Boards (TASB) – Buyboard, and The Interlocal Purchasing System (TIPS)	\$100,000.00
B&H Foto & Electronics, Corp./ dba B&H Photo Video (New York, NY) – E&I Cooperative Services, Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	150,000.00
Howard Technology Solutions (Ellisville, MS) – Texas Department of Information Resources (DIR), The Interlocal Purchasing System (TIPS), Choice Partners, Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	70,000.00
Total Amount	\$320,000.00

Purpose and Justification - Various Departments throughout the College were requesting the purchase of Audiovisual equipment and supplies districtwide to support classroom instruction, staff presentations, office operations, and communication with internal and external individuals or groups.

Audiovisual equipment and supplies are purchased for the daily operation of support services departments and instruction programs. Such items include headphones, digital cameras, lenses, camera cases, dome cameras/camcorders, computer cables, printer cables, projector cables, sound equipment, projector screens, and parts.

Funds for this expenditure are budgeted in the various requesting department/program budgets for FY 2024 – 2025, pending Board approval of the budget.

6) Computer Components, Peripherals, Software, and Supplies (Purchase)

Purchase computer components, peripherals, software, and supplies for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$530,000.00, which is based on prior year expenditures.

The purchasing-cooperative approved vendors are as follows:

Vendor (City, State) - Purchasing Cooperative	Amount
B&H Foto & Electronics, Corp./ dba B&H Photo Video (New York, NY) – E&I Cooperative Services, Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	\$120,000.00
CDW Government, LLC (Vernon Hill, IL) – Choice Partners, Texas Department of Information Resources (DIR), E&I Cooperative Services, Omnia Partners, Sourcwell, Purchasing Association of Cooperative Entities (PACE), and The Interlocal Purchasing System (TIPS)	150,000.00
Dell Marketing, LP (Dallas, TX) – Texas Department of Information Resources (DIR)	70,000.00
Reyna Enterprise, Inc. dba Computer Repair Center (McAllen, TX) – Texas Department of Information Resources (DIR)	100,000.00
SHI Government Solutions (Somerset, NJ) – Sourcwell, Purchasing Association of Cooperative Entities (PACE), Texas Association of School Boards (TASB) – Buyboard, Texas Department of Information Resources (DIR), and The Interlocal Purchasing System (TIPS)	90,000.00
Total Amount	\$530,000.00

Purpose and Justification - Various Departments throughout the College were requesting the purchase of computer components, peripherals, software, and supplies is requested districtwide to support classroom instruction, staff office operations, and communication with internal and external individuals or groups.

The computer components, peripherals, software, and supplies are purchased districtwide for the day-to-day operation of departments and instructional programs. Such items include scanners, printers, storage media, surge protectors, toner cartridges, cables, barcode scanners, memory, headphones, web cameras, computer parts, and software.

Funds for this expenditure are budgeted in the various requesting department/program budgets for FY 2024 – 2025, pending Board approval of the budget.

7) Maintenance Equipment, Parts, and Supplies (Purchase)

Purchase maintenance equipment, parts, and supplies from **McCoy's Building Supply** (San Marcos, TX/Pharr, TX), a Texas Association of School Boards (TASB) – Buyboard approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$50,000.00, which is based on prior year expenditures.

Purpose and Justification – Facilities Operations and Maintenance was requesting the purchase of maintenance equipment, parts, and supplies for districtwide daily work order requests for day-to-day maintenance, repairs, and improvements in the areas of plumbing, painting, irrigation, electrical, door locks, vehicle and equipment batteries, lumber, and air conditioning.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2024 – 2025, pending Board approval of the budget.

8) Purchase of Materials and Supplies (Purchase)

Purchase of materials and supplies from **HEB LP.** (San Antonio, TX) and **Sam's Club** (McAllen, TX), Purchasing Association of Cooperative Entities (PACE) approved vendors, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$100,000.00, which is based on prior year expenditures.

Purpose and Justification – The purchases of materials, supplies, and miscellaneous items are necessary throughout the College district for the Culinary Arts Program, Science Programs (Biology and Chemistry), Mid Valley Campus Childcare Center, Student Activities, Professional Development, South Texas College-sponsored events, division meetings, and events held at all South Texas College campuses for faculty, staff, students, and the community.

Funds for this expenditure are budgeted in the various requesting programs and departments budgets for FY 2024 – 2025, pending Board approval of the budget.

Purchases and Renewals (Technology Items)

9) Communication Services for Radios and Equipment (Purchase)

Purchase communication services for radios and equipment from **Cellco Partnership/ dba Verizon Wireless** (Basking Ridge, NJ), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$86,000.00, which is based on prior year expenditures.

Purpose and Justification – Facilities Operations and Maintenance, Custodial Services, Central Receiving, Mail Services, Mid Valley Childcare Center, Distance Learning, Public Relations and Marketing, Department of Public Safety, Centers for Learning Excellence, and several other departments are requesting to purchase communication services for radios, hotspots, internet for the shuttle buses, sim cards, and smartphones for the day-to-day operation. The services are for one hundred sixty-one (161) radios, fifteen (15) phones, fifteen (15) hotspots, twenty-five (25) smartphones, and twenty-five (25) SIM cards.

Funds for this expenditure are budgeted in the various department budgets for FY 2024 – 2025, pending Board approval of the budget.

10) Banner Application Maintenance Agreement (Renewal)

Renew the Banner application maintenance agreement with Ellucian, Inc. through **Lamar Institute of Technology** (Beaumont, TX) (New), acting by and through the State of Texas Department of Information Resources (DIR) for the Texas Connection Consortium (TCC), for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$379,853.73.

Purpose and Justification – Information Technology was requesting to renew the Banner application maintenance and support for the Banner applications and existing third-party applications that work with the Banner system.

The applications included in the renewal agreement are as follows:

Applications		
Banner Financial Aid	Banner Finance	Banner Finance Self-Service
Banner HR	Banner Employee Self-Service	Banner Student
Banner Student Self-Service	Banner Faculty (and Advisor) SS	EDI Smart
Banner Workflow	Campus Loan Manager Campus Receivables Collector	Banner Recruiting & Admission Performance
Ellucian Degree Works	Ellucian Degree Works Transfer Equivalency	Ellucian Intelligent Learning Platform
Financial Aid FM Need Analysis	Xtender Solutions	Application Xtender
AppWorx	Document Management Suite	Application Xtender Test Bundle
Banner Enterprise Job Scheduler	Application Xtender Web Services	Banner Document Management Suite
Banner Document Management	Open Text Application Xtender Reports Management	

The Banner system applications collaborate across departments to fulfill day-to-day operations and improve student, faculty, and staff processes. The four (4) main systems are Banner Student, Banner Financial Aid, Banner Finance, and Banner HR.

The agreement is a standing maintenance agreement with Ellucian, a sole source vendor. The contract is purchased through the Texas Connection Consortium (TCC) at a substantially discounted rate.

Funds for this expenditure are budgeted in the Application Development budget for FY 2024 – 2025, pending Board approval of the budget.

11) Data Hosting and Maintenance Agreement (Renewal)

Renew the data hosting and maintenance agreement with **TouchNet Information Systems, Inc.** (Atlanta, GA), a sole source vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$290,874.00.

Purpose and Justification - Information Technology requested to renew the annual data hosting and maintenance services for the College's cashiering system. The data hosting services provide a data-secure environment for all payments received at the College. To prevent fraud, all personal, bank, and credit card information must be stored in a Payment Card Industry (PCI) certified data center. The maintenance covers support issues for the cashiering system, including online payments by credit cards and checks, and for the equipment used by South Texas College staff.

Funds for this expenditure are budgeted in the Applications Development budget for FY 2024 – 2025, pending Board approval of the budget.

12) Data Storage Hardware Maintenance Agreement (Renewal)

Renew the data storage hardware maintenance agreement with **Dell Marketing, LP** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$27,929.28.

Purpose and Justification – Information Technology was requesting to renew the maintenance agreement for the College’s data storage devices for virtual desktop infrastructure (VDI) and Banner systems. The storage device provides a central location to store the virtual desktops and the Banner applications that support students and faculty district-wide. The maintenance includes twenty-four (24) hour, year-round support for the hardware and software.

Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2024 – 2025, pending Board approval of the budget.

13) Datacenter Uninterrupted Power Supply (UPS) Maintenance (Renewal)

Renew datacenter uninterrupted power supply (UPS) maintenance agreement with **SHI Government Solutions** (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$17,368.09.

Purpose and Justification – Information Technology was requesting the renewal of the maintenance agreement for the data center's uninterrupted power supply equipment. The devices provide uninterrupted power supply to data center equipment and provide critical uptime connectivity for major systems such as Banner and Jagnet. The maintenance includes 24-hour, year-round support for the hardware and software.

Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2024 - 2025, pending Board approval of the budget.

14) Digital Signature Software Subscription Agreement (Renewal)

Renew the digital signature software subscription agreement with **Carahsoft Technology, Corp./DocuSign Government at Carahsoft** (Reston, VA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$136,620.00.

Purpose and Justification - Information Technology requested to renew the digital signature software subscription agreement so that departments can continue creating forms that allow digital signatures. This subscription is a fast, reliable way to electronically sign documents and agreements with easily built workflows on practically any device from almost anywhere.

Funds for this expenditure are budgeted in the Applications Development budget for FY 2024 – 2025, pending Board approval of the budget.

15) Email Backup Online License Subscription (Renewal)

Renew the email backup online license subscription with **SHI Government Solutions** (Somerset, NJ), a The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 6, 2024 through September 5, 2025, at an estimated total amount of \$41,894.87.

Purpose and Justification – Information Technology was requesting to renew the email backup online license subscription, which supports email retention and archiving for faculty, staff, and students. This subscription provides the functionality to backup, archive, and restore emails online. The subscription will allow a longer retention period and provides recovery of emails.

Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2024 – 2025, pending Board approval of the budget.

16) Email Security Software License Agreement (Renewal)

Renew the email security software license agreement with **SHI Government Solutions** (Somerset, NJ), a The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 30, 2024, through September 29, 2025, at an estimated total amount of \$98,469.45.

Purpose and Justification – Information Security was requesting to renew the email security cloud solution, Proofpoint, to protect the College’s Office 365 email services from inbound cyber-attacks and to protect email users from malware, spam, and phishing attempts. This software also provides secure messaging capabilities to be able to send sensitive data through email.

Email is widely used as a method to deliver malware and phishing attempts and is constantly targeted by spammers. The College needs to protect the service with a tool that provides protection against these threats. This license provides a service for sharing sensitive information securely with trusted parties and can greatly reduce the probability of a successful phishing attempt.

Funds for this expenditure are budgeted in the Information Security budget for FY 2024 – 2025, pending Board approval of the budget.

17) Enterprise Software Licenses and Maintenance Agreements (Renewal)

Renew the enterprise software licenses and maintenance agreements with **SHI Government Solutions** (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$124,286.18.

Purpose and Justification – Information Technology (IT) was requesting to renew the enterprise software licenses and maintenance agreements for SolarWinds, Footprints, Insight, and Deep Freeze used on computers at all campuses, ticketing system licenses used by the Information Services and Planning (IS&P) Help Desk, and monitoring and alert system licenses used to monitor the College’s Information Systems.

The enterprise software licenses are installed on the student lab and classroom computers throughout all the College’s campuses and remote sites. The software retains the computer’s original settings and configurations to keep it running efficiently and to prevent hardware failures or downtime. The IT Service Desk uses the ticketing system licenses to keep track of any technical support issue and assistance called in by South Texas College faculty, staff, and students. IT uses the monitoring and alert system

to continuously monitor all systems (servers and switches) to prevent service interruptions for faculty, staff, and students.

Funds for this expenditure are budgeted in the Information Technology Project Management, Risk and Security, Client Services, and Technology Support Services budgets for FY 2024 – 2025, pending Board approval of the budget.

18) Internet Service Agreement – District Wide (Renewal)

Renew the internet service agreement – district-wide with **Charter Communications Operating, LLC./dba Spectrum Gulf Coast** through the State of Texas Department of Information Resources (DIR) – TEXAN (Austin, TX), for the period beginning September 1, 2024 through August 31, 2025, at an estimated monthly amount of \$15,000.00 and the estimated annual amount of \$180,000.00.

Purpose and Justification – Information Technology was requesting to renew the agreement for direct internet service to the Pecan Campus Building M Data Center. This service is also distributed throughout the College district from the Pecan Campus. The service will be utilized by students, faculty, and staff to access the internet for use in classrooms, labs, and offices at all campuses and centers.

Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2024 – 2025, pending Board approval of the budget.

19) Lease Management Software (Renewal)

Renew the lease management software agreement with **FinQuery, LLC** (Atlanta, GA), formerly LeaseQuery, LLC, for a three-year period beginning November 2, 2024 through November 1, 2027, at an estimated total amount of \$67,992.00.

Purpose and Justification – The Business Office requested the renewal of the lease management software agreement for the FinQuery Platform Signature Package, which enables the College to access its platform software to perform present value and amortization calculations for recording and reporting leases Governmental Accounting Standards Board 87 (GASB 87) and Subscription Based Information Technology - Governmental Accounting Standards Board 96 (SBITA-GASB 96). Additionally, it allows the College to access and provide the required journal entries and reports to complete the Annual Comprehensive Financial Report (ACFR) notes, tables, and exhibits.

Funds for this expenditure are budgeted in the Business Office budget for FY 2024 – 2025, FY 2025 - 2026, and FY 2026 - 2027, pending Board approval of the budget.

20) Network Hardware and Software Maintenance Agreements (Renewal)

Renew the network hardware and software maintenance agreements for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$155,889.66.

The purchasing-cooperative approved vendors are as follows:

#	Vendor (City, State)	Number of Switches	Amount
1	Netsync Network Solutions, Inc. (Houston, TX)	62	\$125,819.46

	State of Texas Department of Information Resources (DIR) approved vendor		
2	SHI Government Solutions (Somerset, NJ) The Interlocal Purchasing System (TIPS)	66	\$30,070.20
Total Amount:			\$155,889.66

Purpose and Justification – Information Technology requested to renew the network hardware and software maintenance agreements for the College’s network switches located throughout various campuses and buildings. The network equipment and software maintenance agreements will provide online phone support and software upgrades for all Cisco network equipment. It will cover equipment failure by providing equipment replacements within the next business day. The equipment is critical to the network infrastructure, which provides faculty, staff, and students connectivity to the internet and intranet applications and services such as Blackboard and Banner.

Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2024 – 2025, pending Board approval of the budget.

21) Oracle License Maintenance Agreement (Renewal)

Renew the Oracle license maintenance agreement with **Oracle America, Inc.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$648,657.61.

Purpose and Justification – Information Technology requested the renewal of 26,021 database licenses, 26,021 database security licenses, and 26,021 database backup licenses used for the College’s administrative computing system. The support services include maintenance and upgrades to the database licenses. The upgrades are needed so that the College stays updated with the latest version of the software that supports the Banner system and other enterprise-level software throughout the College.

Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2024 – 2025, pending Board approval of the budget.

22) Server Hardware and Software Maintenance and Support Agreement (Renewal)

Renew the server hardware and software maintenance and support agreement for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$373,972.30.

The purchasing-cooperative approved vendors are as follows:

#	Vendor (City, State)	Number of Switches	Amount
1	Dell Marketing, LP (Dallas, TX) State of Texas Department of Information Resources (DIR)	125	\$159,077.70
2	EMC Corporation (Franklin, MA) State of Texas Department of Information Resources (DIR)	129	21,129.80

3	Netsync Network Solutions (Houston, TX) State of Texas Department of Information Resources (DIR)	129	193,764.80
Total Amount:			\$373,972.30

Purpose and Justification – Information Technology was requesting to renew the server hardware and software maintenance and support agreement for the Dell servers, including the servers used for the surveillance cameras located throughout various campuses and buildings of the College. The agreement provides 24-hour, year-round support.

Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2024 – 2025, pending Board approval of the budget.

23) System Appliances Maintenance Agreement (Renewal)

Renew the system appliances maintenance agreement with **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at a total amount of \$25,684.80.

Purpose and Justification – Information Technology was requesting to renew the hardware maintenance agreement for the F5 system appliances. The F5 system appliances provide high availability, security, and performance for critical business applications such as Luminis, JagPride, Outlook Web Access, Jag Parking, and Dual Enrollment. The agreement covers the maintenance and technical support of the appliances and provides 24-hour, year-round support.

Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2024 – 2025, pending Board approval of the budget.

Interlocal Agreements - Purchases

24) Facility Rental Agreement (Purchase/Rental)

Purchase a facility rental agreement with the **City of McAllen** (McAllen, TX) through an interlocal agreement for the rental of the McAllen Convention Center for September 25, 26, and 27, 2024, at an estimated total amount of \$15,286.60.

Purpose and Justification – The Human Resources Department requested the rental of the McAllen Convention Center to host the 2024 South Texas College Convocation on September 25, 26, and 27, which includes Exhibit Halls A, B, and C. Access is needed on the preceding day for the equipment setup. The rental includes access to the facility, audio-visual equipment, tables, chairs, curtains, a podium, a stage, and security for the event.

Funds for this expenditure are budgeted in the Human Resources budget for FY 2023 – 2024 and FY 2024 – 2025, pending Board approval of the budget.

25) Facility Usage Interlocal Agreement (Lease/Rental)

Lease/rental through facility usage interlocal agreements with the **City of Edinburg** (Edinburg, TX) and **City of McAllen** (McAllen, TX) for the period beginning November 16, 2024 through April 11, 2025, at an estimated total amount of \$22,144.00.

The events information is as follows:

Date	Location	Event	Amount
11/16/24	City of Edinburg Edinburg Municipal Auditorium	Amistades Concert Series 2024 – Fall Showcase	\$1,175.00
01/25/25	City of Edinburg Edinburg Municipal Auditorium	Amistades Concert Series 2025 – Spring Showcase	1,175.00
03/28/25 - 03/30/25	City of McAllen McAllen Convention Center	South Texas College State Dance Competition Folklorico & Contemporary Dance Competition	9,794.00
04/10/25 - 04/11/25	City of McAllen McAllen Performing Arts Center	Tradiciones 2024 Annual Concert Series	10,000.00
Total Amount			\$22,144.00

Purpose and Justification – The Center for Mexican American Studies and Ballet Folklorico was requesting to lease/rent several facilities for the upcoming events that facilitate student and community engagement through the fine arts.

Aside from helping promote and advance the culture programming at South Texas College, these annual events promote student engagement and retention.

Funds for this expenditure are budgeted in the Center for Mexican American Studies and Ballet Folklorico budgets for FY 2024 – 2025, pending Board approval of the budget.

Interlocal Agreements

26) Contract Training Agreement (Renewal)

Renew the contract training agreement with the **McAllen Independent School District (McAllen ISD)** (McAllen, TX) for the MISD Parent and Family Engagement Program for the period of September 1, 2024 through June 30, 2025, at a total amount of \$66,381.00, as outlined to the fee structure in the proposed interlocal agreement, and payable from McAllen ISD to South Texas College.

Purpose and Justification - The Continuing Education and Workforce Development Department requested that the contract training agreement that permits South Texas College to supply training and educational services be renewed since the College has the expertise, resources, and personnel required to provide such services.

McAllen ISD administers the MISD Parent and Family Engagement Program, which offers the McAllen ISD students' parents skill programs that could lead to employment or entrepreneurship. Under the proposed Interlocal Agreement, McAllen ISD would engage South Texas College to provide Basic Cake Decorating, Intermediate Cake Decorating, Advanced Cake Decorating, GED Spanish Review, GED Spanish Review II, Intro to Welding, Structural Welding, Food Safety and Sanitation, Basic Spanish, and Basic Mechanics training to McAllen ISD participants.

Participants will receive continuing education units (CEU) and a certificate of completion upon successful completion of each course.

Upon a motion by Mr. Paul R. Rodriguez. and a second by Mr. Danny Guzman, the Committee recommended Board approval the award of proposals, purchases, renewals, and an interlocal agreement at a total cost of \$4,091,522.57, as listed below:

Award of Proposal

- 1) **Campus Dining and Food Trucks – Starr County Campus (Award):** Award the proposal for the campus dining and food trucks – Starr County Campus to **D.A. Restaurant Group, Inc.** (Mission, TX) (New), for the period beginning September 1, 2024 through August 31, 2025, with two one-year options to renew at no commission to the College;

Purchases and Renewals (Instructional Items)

- 2) **Online Tutoring Service Agreement (Purchase):** purchase an online tutoring service agreement from **Upswing International, Inc.** (Austin, TX), a sole source vendor, for the period beginning September 1, 2024 through August 31, 2026, at a total amount of \$259,000.00, which provides nine thousand (9,000) service hours;
- 3) **Software and Educational Supplies (Purchase) – Grant Funded:** purchase software and educational supplies from **Technical Laboratory Systems, Inc.** (Tech-Labs) (Katy, TX), The Interlocal Purchasing System (TIPS), and Choice Partner purchasing cooperatives approved vendor, for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$100,000.00, which is based on prior year expenditures;
- 4) **Lease of Trucks (Renewal):** renew the lease of a truck contract with **Trancasa USA, Inc.** (Pharr, TX) for the period beginning November 1, 2024 through October 31, 2025, at an estimated amount of \$39,600.00;

Purchases and Renewals (Non-Instructional Items)

- 5) **Audio Visual Equipment and Supplies (Purchase):** purchase audio visual equipment and supplies for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$320,000.00, which is based on prior year expenditures. The purchasing-cooperative approved vendors are as follows:

Vendor (City, State) - Purchasing Cooperative	Amount
Audio Visual Aids (San Antonio, TX) – Texas Department of Information Resources (DIR), Texas Association of School Boards (TASB) – Buyboard, and The Interlocal Purchasing System (TIPS)	\$100,000.00
B&H Foto & Electronics, Corp./ dba B&H Photo Video (New York, NY) – E&I Cooperative Services, Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	150,000.00
Howard Technology Solutions (Ellisville, MS) – Texas Department of Information Resources (DIR), The Interlocal Purchasing System (TIPS), Choice Partners, Omnia Partners, and Texas Association of School Boards (TASB) –	70,000.00

Buyboard	
Total Amount	\$320,000.00

- 6) Computer Components, Peripherals, Software, and Supplies (Purchase):** purchase computer components, peripherals, software, and supplies for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$530,000.00, which is based on prior year expenditures. The purchasing-cooperative approved vendors are as follows:

Vendor (City, State) - Purchasing Cooperative	Amount
B&H Foto & Electronics, Corp./ dba B&H Photo Video (New York, NY) – E&I Cooperative Services, Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	\$120,000.00
CDW Government, LLC (Vernon Hill, IL) – Choice Partners, Texas Department of Information Resources (DIR), E&I Cooperative Services, Omnia Partners, Sourcewell, Purchasing Association of Cooperative Entities (PACE), and The Interlocal Purchasing System (TIPS)	150,000.00
Dell Marketing, LP (Dallas, TX) – Texas Department of Information Resources (DIR)	70,000.00
Reyna Enterprise, Inc. dba Computer Repair Center (McAllen, TX) – Texas Department of Information Resources (DIR)	100,000.00
SHI Government Solutions (Somerset, NJ) – Sourcewell, Purchasing Association of Cooperative Entities (PACE), Texas Association of School Boards (TASB) – Buyboard, Texas Department of Information Resources (DIR), and The Interlocal Purchasing System (TIPS)	90,000.00
Total Amount	\$530,000.00

- 7) Maintenance Equipment, Parts, and Supplies (Purchase):** purchase maintenance equipment, parts, and supplies from **McCoy's Building Supply** (San Marcos, TX/Pharr, TX), a Texas Association of School Boards (TASB) – Buyboard approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$50,000.00, which is based on prior year expenditures;
- 8) Purchase of Materials and Supplies (Purchase):** purchase of materials and supplies from **HEB LP. (San Antonio, TX) and Sam's Club** (McAllen, TX), Purchasing Association of Cooperative Entities (PACE) approved vendors, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$100,000.00, which is based on prior year expenditures;

Purchases and Renewals (Technology Items)

- 9) Communication Services for Radios and Equipment (Purchase):** purchase communication services for radios and equipment from **Cellco Partnership/ dba Verizon Wireless** (Basking Ridge, NJ), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning

September 1, 2024 through August 31, 2025, at an estimated total amount of \$86,000.00, which is based on prior year expenditures;

- 10)Banner Application Maintenance Agreement (Renewal):** renew the Banner application maintenance agreement with **Ellucian, Inc.** through Lamar Institute of Technology (Beaumont, TX) (New), acting by and through the State of Texas Department of Information Resources (DIR) for the Texas Connection Consortium (TCC), for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$379,853.73;
- 11)Data Hosting and Maintenance Agreement (Renewal):** renew the data hosting and maintenance agreement with **TouchNet Information Systems, Inc.** (Atlanta, GA), a sole source vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$290,874.00;
- 12)Data Storage Hardware Maintenance Agreement (Renewal):** renew the data storage hardware maintenance agreement with **Dell Marketing, LP** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$27,929.28;
- 13)Datacenter Uninterrupted Power Supply (UPS) Maintenance (Renewal):** renew datacenter uninterrupted power supply (UPS) maintenance agreement with **SHI Government Solutions** (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$17,368.09;
- 14)Digital Signature Software Subscription Agreement (Renewal):** renew the digital signature software subscription agreement with **Carahsoft Technology, Corp./DocuSign Government at Carahsoft** (Reston, VA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$136,620.00;
- 15)Email Backup Online License Subscription (Renewal):** renew the email backup online license subscription with **SHI Government Solutions** (Somerset, NJ), a The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 6, 2024 through September 5, 2025, at an estimated total amount of \$41,894.87;
- 16)Email Security Software License Agreement (Renewal):** renew the email security software license agreement with **SHI Government Solutions** (Somerset, NJ), a The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 30, 2024, through September 29, 2025, at an estimated total amount of \$98,469.45;
- 17)Enterprise Software Licenses and Maintenance Agreements (Renewal):** renew the enterprise software licenses and maintenance agreements with **SHI Government Solutions** (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$124,286.18;
- 18)Internet Service Agreement – District Wide (Renewal):** renew the internet service agreement – district-wide with **Charter Communications Operating, LLC./dba Spectrum Gulf Coast** through the State of Texas Department of Information Resources (DIR) – TEXAN (Austin, TX), for the period beginning September 1, 2024 through August 31, 2025, at an estimated monthly amount of \$15,000.00 and estimated total annual amount of \$180,000.00;

19)Lease Management Software (Renewal): renew the lease management software agreement with **FinQuery, LLC** (Atlanta, GA), formerly LeaseQuery, LLC, for a three-year period beginning November 2, 2024, through November 1, 2027, at an estimated total amount of \$67,992.00;

20)Network Hardware and Software Maintenance Agreements (Renewal): renew the network hardware and software maintenance agreements for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$155,889.66. The purchasing-cooperative approved vendors are as follows:

#	Vendor (City, State)	Number of Switches	Amount
1	Netsync Network Solutions, Inc. (Houston, TX) State of Texas Department of Information Resources (DIR) approved vendor	62	\$125,819.46
2	SHI Government Solutions (Somerset, NJ) The Interlocal Purchasing System (TIPS)	66	\$30,070.20
Total Amount:			\$155,889.66

21)Oracle License Maintenance Agreement (Renewal): renew the Oracle license maintenance agreement with **Oracle America, Inc.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$648,657.61;

22)Server Hardware and Software Maintenance and Support Agreement (Renewal): renew the server hardware and software maintenance and support agreement for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$373,972.30. The purchasing-cooperative approved vendors are as follows:

#	Vendor (City, State)	Number of Switches	Amount
1	Dell Marketing, LP (Dallas, TX) State of Texas Department of Information Resources (DIR)	125	\$159,077.70
2	EMC Corporation (Franklin, MA) State of Texas Department of Information Resources (DIR)	129	21,129.80
3	Netsync Network Solutions (Houston, TX) State of Texas Department of Information Resources (DIR)	129	193,764.80
Total Amount:			\$373,972.30

23)System Appliances Maintenance Agreement (Renewal): renew the system appliances maintenance agreement with **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources (DIR)

approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at a total amount of \$25,684.80;

Interlocal Agreements - Purchase

24) Facility Rental Agreement (Purchase/Rental): purchase a facility rental agreement with the **City of McAllen** (McAllen, TX) through an interlocal agreement for the rental of the McAllen Convention Center for September 25, 26, and 27, 2024, at an estimated total amount of \$15,286.60;

25) Facility Usage Agreement (Lease/Rental): Lease/rental through facility usage interlocal agreements with the **City of Edinburg** (Edinburg, TX) and the **City of McAllen** (McAllen, TX) for the period beginning November 16, 2024, through April 11, 2025, at an estimated total amount of \$22,144.00. The events information is as follows:

Date	Location	Event	Amount
11/16/24	City of Edinburg Edinburg Municipal Auditorium	Amistades Concert Series 2024 – Fall Showcase	\$1,175.00
01/25/25	City of Edinburg Edinburg Municipal Auditorium	Amistades Concert Series 2025 – Spring Showcase	1,175.00
03/28/25 - 03/30/25	City of McAllen McAllen Convention Center	South Texas College State Dance Competition Folklorico & Contemporary Dance Competition	9,794.00
04/10/25 - 04/11/25	City of McAllen McAllen Performing Arts Center	Tradiciones 2024 Annual Concert Series	10,000.00
Total Amount			\$22,144.00

Interlocal Agreements

26) Contract Training Agreement (Renewal): renew the contract training agreement with the **McAllen Independent School District** (McAllen ISD) (McAllen, TX) for the MISD Parent and Family Engagement Program for the period of September 1, 2024 through June 30, 2025, at a total amount of \$66,381.00, as outlined to the fee structure in the proposed interlocal agreement, and payable from McAllen ISD to South Texas College.

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 an interlocal agreement at a total cost of \$4,091,522.57 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

b. Approval to Terminate Legal Services Agreement with Guerrero Law Firm

Purpose and Justification – Administration requests Board Approval on the following recommendation to terminate the legal services agreement with Guerrero Law Firm.

Background – On November 24, 2015, the Board of Trustees approved an agreement with Mr. Jose Guerrero, from Guerrero Law Firm, to provide legal services to the College and representation, specifically related to personnel matters. On May 30, 2019 and November 29, 2022, the Board of Trustees approved the revision of his hourly rate from \$175 to \$185 and \$185 to \$200, respectively.

As per the provisions of the June 4, 2019, Legal Services Agreement between South Texas College and the Guerrero Law Firm

Term and Termination

This Agreement will be in effect until terminated by either party. Either party may terminate this Agreement, by giving thirty (30) days' advance written notice to the other party.

Reviewers – The request to terminate legal services has been reviewed by the President, and the Vice President for Finance and Administrative Services

Dr. Ricardo J. Solis, President, and Mary Del Paz, Vice President for Finance and Administrative Services, were present at the Committee meeting to address any questions.

The Committee recommended Board approval to terminate the legal services agreement with Guerrero Law Firm 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 termination of Legal Services Agreement with Guerrero Law Firm as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Consent Agenda:

c. Approval on the Disposal of Surplus Property Valued at \$5,000 and Above

Purpose and Justification – Administration requests Board approval on the disposal of surplus property valued at \$5,000 and above through a live auction. These assets will be removed, as applicable, from the College’s inventory system and general ledger.

The Fixed Assets Department requests to dispose of the obsolete, damaged, and non-functioning property for safety purposes, and due to the lack of storage area for surplus property.

Background – The surplus property goes through an evaluation process by the departments to determine if the items are damaged beyond repair and unable to be utilized throughout the College district. After this evaluation process, the department submits a request to have the property removed from their department and relocated to the Central Receiving Warehouse surplus area.

The auction items are located at the South Texas College Central Receiving Warehouse, 3700 W Military Hwy, McAllen, TX. The auction will be scheduled in Fall 2024 at the auctioneers’ site due to a lack of space at the warehouse.

Enclosed Documents - The list of the items to be auctioned follows in the packet for the Committee’s information and review.

Mary Del Paz, Vice President for Finance and Administrative Services, and Deyadira Leal, Interim Director of Purchasing, were present at the Committee meeting to address any questions.

The Committee recommended Board approval on the disposal of surplus property valued at \$5,000 and above through a live auction and for these assets to be removed, as applicable, from the College’s inventory system and general 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 surplus property valued at \$5,000 and above as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

**SOUTH TEXAS COLLEGE
SURPLUS PROPERTY VALUED AT \$5,000 AND ABOVE - LIST #178
JULY 24, 2024**

#	Pallet	Qty	Description	Serial Number	Silver Tag	Purchase Date	Amount	Plag	Net Book Value	Condition
1	163	1 EA	Library Model 2302 Dual Corridor Checkpoint	2328446	000004889	3/10/2000	\$ 7,400.00	000004835		Incomplete
2	165	1 EA	Polarimeter 13-792 Polyscience	8487	0000007288	8/12/2002	\$ 19,278.15	000008414		Incomplete
3	162	1 EA	2006 Ford E250 Cargo Van - Unit #5	1FTNS24L26DA24060	11778	3/24/2006	\$ 16,682.00	N00012866		Damaged
4	160 - A 160 - B	2 PLTS	Hunter Engineering Wheel Alignment Sensor / Hunter Engineering Wheel Alignment Sensor Reflectors (Part of Capital Asset ST-15194)	HQ6134	15194	8/16/2006	\$ 10,225.00	N00014554		Incomplete
5	164	1 EA	Middle Atlantic ERK-4420 Rack Enclosure (Part of Capital Asset ST- 27376)	06220909 / 06260909	27376	8/31/2009	\$ 529.18	N00017739		Incomplete
6	156	1 EA	Laerdal Nursing Anne Adult Female Training Manikin	325M28100011	14683	7/20/2010	\$ 5,348.00	N00018302		Incomplete
7	156	1 EA	Laerdal Nursing Anne Adult Female Training Manikin	325M28100014	14686	7/20/2010	\$ 5,348.00	N00018305		Incomplete
8	161	1 LOT	Sony EVI-D70C Color Video Surveillance Cameras (4) (Part of Capital Asset ST- 18888)	233696, 233315, 234914, 234718	18888	8/30/2010	\$ 1,486.25	N00018552		Incomplete
9	166	1 LOT	Damaged Cedar Fencing and Posts (Part of Capital Asset ST-21265)		21265	12/31/2010	\$ 34,642.25	N00018720		Damaged
10	155 - A 155 - B	1 EA	Copper Nonfiction Waves CM-HPSA 3104 Outdoor Emergency Siren / Copper Nonfiction Waves CM-HPSA 3104 Siren (Part of Capital Asset ST 25534)		25534	4/5/2011	\$ 28,277.00	N00018847		Damaged
11	169	1 EA	2013 Chevrolet Tahoe PPV CC10706 - Unit #49 (Unit 3)	1GNLC2E04DR363256	17235	7/8/2013	\$ 51,280.28	N00021125		Incomplete
12	168	1 EA	2013 Chevrolet Tahoe PPV CC10706 - Unit #56 (Unit 4)	1GNLC2E09DR362619	27106	10/30/2013	\$ 58,931.22	N00021414		Incomplete
13	154	1 EA	2013 XUV 825i Golf Car - Unit #65	1M0825GSTDM064599	17063	1/8/2014	\$ 11,370.26	N00021547		Damaged
14	172	1 EA	2012 Ford F550 Goshen 30 Passenger Shuttle Bus - Unit #57	1FDGF5GY8CEA33854	22919	1/27/2014	\$ 79,727.08	N00022407		Obsolete
15	152	1 EA	2014 John Deere XUV 825i - Unit #71 (PD Gator 5)	1M0825GSKEM081925	26504	6/18/2014	\$ 11,602.14	N00021871		Damaged
16	153	1 EA	2014 John Deere XUV 825i Golf Car- Gator 38 - Unit #72	1M0825GSVEM081718	26505	6/18/2014	\$ 11,536.85	N00021872		Damaged
17	151	1 EA	Crown WP3035-45 Pallet Truck	7A270567	23797	8/22/2014	\$ 7,400.00	N00022407	\$ 61.27	Damaged
18	158 A-R	1 PT	South Side Mechanical Mobile Shelving 7-Sections		20483	8/31/2016	\$ 47,186.94	N00024988	\$ 9,830.57	Incomplete
19	170	1 EA	Crown ST3000-20-TT-154 Electric Lift	10098389	33166	8/6/2018	\$ 16,955.00	N00031666	\$ 6,923.41	Damaged
20	171	1 EA	2019 Polaris Ranger 1000XP Utility Vehicle - Unit #175	4XARRE997K8554398	23373	5/7/2019	\$ 14,294.49	N00033721	\$ 6,909.05	Obsolete
							\$ 439,500.09			

ST = Silver Tag Asset

Consent Agenda

d. Approval of Proposed Employee Compensation Plan for FY 2024 – 2025

Purpose and Justification – Administration requests Board approval of the Proposed Employee Compensation Plan for FY 2024 – 2025 for all salary structure employee groups, which includes the proposed salary placement for new faculty, proposed pay grade ranges, and other compensation information.

Background – On July 13, 2022, the Board of Trustees approved the Texas Association of School Boards (TASB) Compensation Study and approved new compensation structure for FY 2022 – 2023. The College has continued to utilize the TASB to complete a compensation maintenance review for FY 2023 – 2024.

The Proposed Employee Compensation Plan for FY 2024 - 2025 incorporates TASB's annual maintenance revisions focusing on complying with State and Federal compensation regulations, ensuring compensation consistency, enhancing the ability to attract and retaining qualified faculty and staff, and to provide a clear and concise reference for compensation decisions. The following summary outlines the methodology employed by the Texas Association of School Boards (TASB) and college administration in the recommended FY 2024-2025 compensation maintenance adjustments for South Texas College.

Market Comparison and Benchmarking - Market peer comparisons for base pay were conducted for all South Texas College faculty degree levels and non-faculty (staff) classifications (i.e., administrative, professional, etc.). In addition, non-faculty roles were benchmarked against industry standards, competitors, and reputable sources to ensure that institutional pay grades remain competitive. As part of this benchmarking process, the following employee groups were aligned to market for the Proposed Employee Compensation Plan for FY 2024 – 2025:

- Accountants
- Adjuncts
- Administrators
- Bus Drivers
- Information Technology
- Legacy Faculty
- Project Managers/Initiatives Managers
- Maintenance Technicians

Salary Structure Review - Analysis was performed on the college's structured pay grade system to categorize roles and responsibilities and ensure consistent pay parity across similar job functions. This process also included reviewing salaries within the college to ensure fairness among employees in similar roles, considering factors like experience, education, and institutional retention.

General Pay Increase (GPI) - On May 28, 2024, the South Texas College Board of Trustees approved a 7% GPI for FY 2024 - 2025 subject to the availability of funding and Board approval of the final budget. The recommended GPI for FY 2024-2025 will play a crucial role in the college's compensation strategy and have significant implications for both employees and the overall success of the College.

Weighted Average for Experience (Staff) - This year's compensation maintenance review incorporated a weighted average experience into the college's compensation plan for the Executive Administrative Professional (EAP) and Technology (TECH) pay groups to continue to serve as a strategic approach to employee remuneration that reflects both the quantity and quality of experience. This focus will allow the College to maintain parity within its compensation structure while remaining considerate of the varying importance of different roles and the depth of experience employees bring to the College.

The methodology for South Texas College's FY 2024-2025 compensation maintenance and respective salary increases is designed to promote parity, retention, and motivation among college employees. Administration continuously reviews this methodology to ensure it remains relevant and effective in achieving the college's goals.

Reviewers - The President and all the Vice Presidents reviewed the Employee Compensation Plan and approved the proposed revisions.

Enclosed Documents - A copy of the Proposed Employee Compensation Plan for FY 2024 - 2025 is included under separate cover, in the Employee Compensation Plan and Employee Staffing Plan binder, for the Committee's review and information.

Dr. Ricardo J. Solis, President, and Mary Del Paz, Vice President for Finance and Administrative Services, were present at the Committee meeting to address any questions.

The Committee recommended Board approval of the proposed employee compensation plan for FY 2024-2025 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 Employee Compensation Plan for FY 2024 – 2025 as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Consent Agenda:

e. Approval of Proposed Employee Staffing Plan for FY 2024 – 2025

Purpose and Justification – Administration requests the Board approval of the Proposed Employee Staffing Plan for FY 2024 – 2025 for all employee groups, which includes all positions, titles, classifications, salaries, and salary pools under each Division and Organization of the College.

The Proposed Employee Staffing Plan information was prepared by the Office of Human Resources, in collaboration with the Office of the Vice President for Finance and Administrative Services, Business Office, and all other organizational divisions of the College, to reflect the College's comprehensive proposed staffing and salaries by position for FY 2024 - 2025. The Texas Association of School Boards (TASB) recommendations were incorporated based on an annual maintenance review and prepared the Employee Staffing Plan to reflect the College's approved compensation structure for FY 2024 – 2025.

Background - As indicated in Administrative Regulations, the Employee Staffing Plan is the official document listing position titles, classifications, employees, and salaries for each fiscal year under each division. The Employee Staffing Plan is not a contract between the College and any person listed on it, and neither the Employee Staffing Plan nor any action taken by the Board of Trustees concerning it should be considered creating contract rights, expectations of continued employment, or a property interest for any person listed in the Employee Staffing Plan.

At the May 28, 2024 Board Meeting, the Board of Trustees approved the faculty and non-faculty salary increases based on a 7% General Pay Increase (GPI) and other adjustments, and at the June 25, 2024 Board Meeting, the Board of Trustees approved the Staffing Plan new positions, reclassifications, and other adjustments, which are included within the Employee Staffing Plan for FY 2024 – 2025.

Funding Source – The budget to fund each position is reflected in the appropriate department and listed on the Proposed Employee Staffing Plan and is subject to Board approval of the FY 2024 – 2025 Budget.

Reviewers – The President and all the Vice Presidents reviewed the Employee Staffing Plan.

Enclosed Documents - A copy of the Proposed Employee Staffing Plan for FY 2024 – 2025 is included under separate cover, in the Employee Pay Plan and Employee Staffing Plan binder, for the Board's review and information.

Dr. Ricardo J. Solis, President, and Mary Del Paz, Vice President for Finance and Administrative Services, were present at the Committee meeting to address any questions.

The Committee recommended Board approval of the proposed employee staffing plan for FY 2024-2025 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 employee staffing plan for FY 2024-2025 as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Consent Agenda:

f. Approval to Request a Best and Final Offer from the Vendors for Operation of College Bookstore

Purpose and Justification – Administration requests Board approval for staff to request a best and final offer from the vendors for the operation of the College Bookstore for a term of five (5) years from November 1, 2024 through October 31, 2029.

The bookstore services will be available for students, faculty, and staff district-wide to purchase books, reference materials, and testing forms related to academic courses.

The College requested proposals for the management of the South Texas College bookstores located at the Pecan, Mid Valley, Nursing and Allied Health, Starr County, and Technology campuses.

Background – A bookstore services contract has been awarded to an outsourced vendor since 1999. The bookstore vendors have been Follett Higher Education Group, Inc., from 1999 to 2004 and Barnes and Noble College Bookseller, LLC. from 2004 to 2024.

Background – The project timeline and information are as follows:

Advertised RFP	May 22, 2024 and May 29, 2024
RFP Responses Due	July 9, 2024
RFP Issued To	Ten (10) Vendors
Responses Received From	Three (3) Vendors. One (1) response was not considered due to incomplete information.
Responses Reviewed By	Facilities Operations and Maintenance, Campus Administrators, College Administrators, Bookstore Committee (Faculty & Staff), and Purchasing Department

A bookstore consultant, Tom Byrne from Campus Bookstore Consulting (CBC), was contracted to assist with the development of the request for proposals solicitation document and to review and analyze the proposals. Mr. Byrne will be present to discuss the proposals and answer questions.

Copies of the complete proposals from BibliU, Inc. and Follett Higher Education Group, Inc., including a copy of the consultant’s proposal analysis, were provided to the South Texas College evaluation committee for review. The evaluations were completed by the South Texas College evaluation committee.

The current Barnes and Noble contract has the following financial components:

5-Year Term Commission Percentage	14.5% to \$2.0M 15.5% from \$2.0M to \$3.0M 17% over \$3.0M
Minimum Annual Guarantee	Years 1-5 - \$500,000 Modified as follows:

	Year 1 - \$400,000; Year 2 - \$325,000; Year 3 - \$300,000; Year 4 - \$300,000; Year 5 - \$300,000
One-Time Unrestricted Donation	\$0
Facility Investment	Up to \$100,000.00
Technology Investment	\$0
Annual Textbook Scholarship	\$15,000.00

Tom Byrne, Bookstore Consultant, Mary Del Paz, Vice President for Finance and Administrative Services, George McCaleb, Director of Operations and Maintenance, and Deyadira Leal, Interim Director of Purchasing, were present at the Committee meeting to address any questions.

The Committee recommended Board approval for staff to request a best and final offer from the vendors for the operation of the College Bookstore for a term of five (5) years from November 1, 2024 through October 31, 2029. The best and final offers will be presented at the September 10, 2024 Special Board of Trustees meeting.

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

The Board of Trustees of South Texas College approves and authorizes staff to request a best and final offer from the vendors for operation of college bookstore as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Consent Agenda:

g. Approval of Acceptance of Internal Audit Report in the Area of Student Organization Funds Handling

Purpose and Justification – Administration requests Board acceptance of the Internal Audit Report in the Area of Student Organization Funds Handling after discussion of the procedures, finding, and recommendation conducted by Mr. Khalil Abdullah, Chief Internal Auditor.

Background – The Internal Audit Function, reviews and appraises business activities, integrity of records, and effectiveness of operations in accordance with the Institute of Internal Auditors International *Standards* for the Professional Practice of Internal Auditing. It assists the College in accomplishing its objectives by evaluating and improving the effectiveness of the College’s risk management, governance, and internal controls.

The Student Organization Funds Handling audit was included in the FY 2024 Audit Plan and encompassed a review of the Financial Manager’s and Student Organization Handbook.

Enclosed Documents – The Internal Audit Report follows in the packet for the Committee’s information and review.

Dr. Ricardo J. Solis, President, Dr. Matt Hebbard, Vice President for Student Affairs and Enrollment Management, and Khalil Abdullah, Chief Internal Auditor, were present at the Committee meeting to address any questions.

The Committee recommended Board acceptance of the Internal Audit Report in the Area of Student Organization Funds Handling 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 acceptance of internal audit report in the area of student organization funds handling.

Approval Recommended:

**Dr. Ricardo J. Solis
President**



OFFICE OF INTERNAL AUDITS

SOUTH TEXAS COLLEGE

3201 W. Pecan Blvd. • McAllen, Texas 78501 • Office (956) 872-6709

July 3, 2024

Dr. Ricardo J. Solis, President
South Texas College
3201 W. Pecan Blvd.
McAllen, TX 78501

Dr. Solis,

As part of our fiscal year 2024 Audit Plan, the Office of Internal Audits completed the Student Organization Funds Handling Audit.

The objective of the audit was to evaluate the adequacy and effectiveness of internal controls over funds collected by Student Organizations at South Texas College.

The assistance provided by South Texas College's management and other personnel was greatly appreciated. We hope the information and analyses presented in this report are helpful.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Khalil Abdullah".

Khalil M. Abdullah CPA, CIA, CGAP, MAcc
Chief Internal Auditor

cc: Dr. Matthew S. Hebbard, Vice President Student Affairs & Enrollment Management
Ms. Mary Del Paz, Vice President Finance and Administrative Services
Mr. Elibariki Nguma, Director of Student Activities and Wellness
Finance, Audit, and Human Resources Committee, South Texas College Board of Trustees

**STUDENT ORGANIZATION FUNDS
HANDLING AUDIT REPORT**



**SOUTH TEXAS
COLLEGE**

OFFICE OF INTERNAL AUDITS

July 3, 2024



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EXECUTIVE SUMMARY

The Student Organization Funds Handling Audit was included on the Finance, Audit, and Human Resources Committee's approved FY 2024 Audit Plan. The audit included a review of the processes and procedures established in the Student Organization Handbook.

The objective of the audit was to evaluate the adequacy and effectiveness of internal controls over funds collected by Student Organizations at South Texas College.

The scope of the audit included activity from calendar year 2023. The engagement was not designed or intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, the opportunities for improvement presented in this report may not be all-inclusive of areas where improvements could be made.

Overall, it was determined that the internal controls related with student organization's funds handling were inadequate and the following were observed:

- The Student Organization Handbook does not include sufficient guidance to establish adequate controls over funds handling;
- Student Organization Advisors are not required to complete funds handling training;
- Reconciliations of the student activities' account were not completed;
- Personal payment services applications (i.e., CashApp, Venmo, Zelle) were used to collect funds;
- Funds were not deposited timely as required by the Handbook (i.e., 2 days of receipt);
- Funds raised for Student Organization activities were co-mingled with personal bank accounts held by either a Student Organization Advisor or a student officer;
- Transaction documentation was not maintained



BACKGROUND

South Texas College's Student Activities & Wellness provides programs for students that enhance the collegiate experience and promote a sense of community. Through participation students experience and promote a sense of community. As of December 13, 2023, Student Activities & Wellness had approximately 50 student organizations that provide activities and opportunity to supplement classroom work. They meet personal needs for recognition, growth, companionship, civic involvement and creative effort.

Each of the Student Organizations that collected funds during 2023 were identified along with the Student Organization Advisor(s) responsible for account oversight. Out of 50 student organizations, ten (10) collected funds in 2023. A Student Club President and Treasurer are selected for each organization and they typically assist with collecting funds as well as preparing funds for deposit. Ultimately, the Student Organization Advisor is responsible for account oversight, and to ensure that the organization's funds handling procedures comply with the Student Activities and Wellness' Student Organization Handbook.

AUDIT OBJECTIVE

The objective of the audit was to evaluate the adequacy and effectiveness of internal controls over funds collected by Student Organizations at South Texas College.

AUDIT SCOPE & METHODOLOGY

The scope of the audit included activity from calendar year 2023 (January 1, 2023 – December 31, 2023). To accomplish the audit objective, the following was completed:

- Obtained and reviewed the Student Organization Handbook;
- Review of the Business Office's Financial Manager Handbook;
- Identification of Student Organizations that collected funds within scope;
- Interviewed each of the Student Organization's Advisors who collected funds during 2023;



- Review of any documentation maintained to support transactions and methods of collection and deposits.

AUDIT RESULTS

Funds Handling Procedures:

The Department of Student Activities & Wellness established procedures for student organizations to follow related to funds handling in the 'Student Organization Handbook' (Handbook). The Handbook includes guidance on the frequency with which funds should be deposited, who will serve as the Financial Manager, and restrictions on the use of a personal bank account. After reviewing the Handbook, it was determined that it did not include funds handling guidance in the following areas:

- a. Establishing Separation of Duties;
- b. Procedures for securing funds prior to deposit;
- c. Documenting transactions at the point of sale;
- d. Maintaining account reconciliation documentation and deposit slips;
- e. Monitoring account activity and reconciling account activity;

Recommendation:

1. Management should consider updating the Handbook to include additional procedures related to funds handling.

Management Response:

Accept audit recommendation as presented

1. The following will be added to procedures:
 - Keeping track of all transactions/reconciliations
 - Funds only accepted through: cash, checks, marketplace
 - Keeping all records involving deposits, withdrawals, reimbursements
 - Lock boxes for safe cash keeping/petty cash

Responsible Individual:

Dir. of Student Activities & Wellness



Implementation Date:

9/1/2024

Training:

Each of the Student Organization Advisors interviewed stated that they did not receive funds handling training from the College. They were presented with the Student Organization Handbook and instructed to adhere with the procedures under the Finance and Depositing Money sections.

Recommendation:

2. Employees assigned job duties related to the collection and deposit of cash should be required to complete funds handling training.

Management Response:

Accept audit recommendation, but with alternative corrective action

2. Student organization advisors are aware of current funds handling procedures as presented on the procedure's handbook/online. While procedures need updating, current procedures are clear as far as what to do with received funding/cash. New training will be provided to include all additional/revised information related to funds handling.

Responsible Individual:

Dir. of Student Activities & Wellness

Implementation Date:

9/1/2024

Monitoring Account Activity:

South Texas College Financial Managers are required to reconcile their accounts. Account activity should be reconciled periodically and any reconciling items resolved timely. Without adequate



monitoring of account activity, items that require immediate attention may go unnoticed. The Handbook states that, “The Faculty Advisor will act as the account’s Financial Manager.”

Only 1 out of 10 (10%) of the Student Organization Advisors interviewed maintained documentation to substantiate cash collections and was able to provide sufficient documentation to demonstrate that account activity was reconciled. The extent of monitoring account balances for most of the Student Organization Advisors was to reach out to the Business Office’s Accounting Assistant to check on the current balance. Formal reconciliations of the account’s activity were typically not completed by the Student Organization Advisors during 2023.

Recommendation:

3. Financial Managers/ Student Organization Advisors should ensure that accounts under their control are reconciled.

Management Response:

Accept audit recommendation as presented

3. Student Organizations will be referred to Business Office if they need training on reconciliation process.

Responsible Individual:

Student Organization Advisor(s)

Implementation Date:

9/1/2024

Deposits & Payment Applications:

The Student Organization Handbook prohibits the use of personal bank accounts or opening a bank account on behalf of a Student Organization. The Handbook states:



South Texas College
Office of Internal Audits
Student Organization Funds Handling

“Student Organizations and college personnel are not allowed to open accounts at banks or to keep cash on hand.”

The audit found that 7 out of 10 (70%) of the Student Organizations accept payments through a payment service application (i.e., CashApp, Venmo, Zelle, etc.). Payments made through these applications require the use of a personal bank account. Additionally, this process relies on the user to draw down funds to their bank account and return to campus with the money for deposit at the Cashier’s Office.

Additionally, the audit found that 6 out of 10 (60%) of the Student Organizations failed to make timely deposits within 2 days of receipt. In one instance, the Student Organization Advisor held approximately \$1,700 in cash in his office and had not completed a deposit since 2018. The Student Organization Advisors often used personal funds to make purchases on behalf of the student organization. For example, they used their personal money to purchase shirts with club patches etc. and then rather than deposit the funds received from sales, the Student Organization Advisor would simply reimburse themselves from the cash collected. The Student Organization Advisors stated that this was much easier than depositing the money and then completing the procedure for drawing the money back out of the account, which is a longer process.

Recommendation:

4. Management should ensure that Student Organization Advisors and/or student officers refrain from using personal bank accounts related to Student Organization activities. Accepting payments via CashApp, or other similar payment services, should be restricted unless specifically authorized by the Comptroller and Vice President of Finance and Administrative Services.

Management Response:

Accept audit recommendation, but with alternative corrective action

4. An exception was made to use CashApp/Zelle/Venmo as it was actually better and safer and convenient to keep track of the transactions as opposed to collecting cash. At the same time Student Activities has been working with the Business Office to establish an STC marketplace type account for student organizations whereby funds can be sent through credit/debit cards. Student Activities will no longer allow CashApp/Zelle/Venmo going forward.



Responsible Individual:

Dir. of Student Activities & Wellness

Implementation Date:

9/1/2024

Recommendation:

5. Financial Managers/ Student Organization Advisors should ensure collected funds are deposited within 2 days of receipt.

Management Response:

Accept audit recommendation, but with alternative corrective action

5. This procedure is currently in place. Student Activities will remind clubs of such procedure every time we are aware of a fundraiser.

Student Activities will also implement a safer process to handle cash by offering lock boxes upon request. Advisors will also be allowed to keep up to \$200 petty cash at all times for daily use. Tracking log of cash in/out will also be required.

Responsible Individual:

Student Organization Advisor(s)

Implementation Date:

9/1/2024

Transaction Records:

Student Organization Advisors failed to maintain sufficient documentation to support collected funds. Transaction logs were not available upon request. The lack of documentation makes it impossible to complete a revenue reasonableness test due to the lack of an audit trail.



South Texas College
Office of Internal Audits
Student Organization Funds Handling

Recommendation:

6. Management should ensure that sufficient records are maintained to substantiate transactions and facilitate account reconciliation procedures. Record retention requirements related to financial records should be established and communicated to all Student Organization Advisors.

Management Response:

Accept audit recommendation as presented

6. Student Organization advisors will be required to keep all records related to their club in line with STC's record retention procedures.

Responsible Individual:

Student Organization Advisor(s)

Implementation Date:

9/1/2024

CONCLUSION

Overall, it was determined that internal controls established over funds handling within Student Organizations are inadequate. Controls could be improved by requiring Student Organization Advisors to complete cash handling training; maintaining support documentation; ensuring account activity is reconciled; depositing funds timely; restricting the use of personal payment applications or establishing an approved alternative; and updating the Student Organization's Handbook to include best practices related to funds handling procedures.

A handwritten signature in blue ink, appearing to read "Khalil Abdullah".

Khalil M. Abdullah CPA, CIA, CGAP, MAcc
Chief Internal Auditor

7/3/2024

Consent Agenda:

h. Approval of Acceptance of Internal Auditor's Annual Statement of Organizational Independence

Purpose & Justification – Administration requests Board acceptance of the Internal Auditor's Statement of Organizational Independence.

IIA Standard 1110 *Organizational Independence* – The Chief Audit Executive (CAE) must confirm to the board, at least annually, the organizational independence of the internal audit activity. The CAE must report to a level within the organization that allows the internal audit activity to fulfill its responsibilities. Internal Auditors should be free in both fact and appearance from personal, external, and organizational impairments to independence. Internal auditors are independent when they can carry out their work freely and objectively. Independence permits internal auditors to render the impartial and unbiased judgments essential to the proper conduct of audits. It is achieved through organizational structure and objectivity.

IIA Standard 1100 *Independence and Objectivity* – The internal audit activity must be independent, and internal auditors must be objective in performing their work.

Interpretation of Standard 1100 – “Independence is the freedom from conditions that threaten the ability of the internal audit activity to carry out internal audit responsibilities in an unbiased manner. To achieve the degree of independence necessary to effectively carry out the responsibilities of the internal audit activity, the chief audit executive has direct and unrestricted access to senior management and the board. This can be achieved through a dual-reporting relationship. Threats to independence must be managed at the individual auditor, engagement, functional, and organizational levels. Objectivity is an unbiased mental attitude that allows internal auditors to perform engagements in such a manner that they believe in their work product and that no quality compromises are made. Objectivity requires that internal auditors do not subordinate their judgment on audit matters to others. Threats to objectivity must be managed at the individual auditor, engagement, functional, and organizational levels.”

Enclosed Documents – A signed copy of the ‘Internal Auditor's Statement of Organizational Independence’; IIA Definition and Mission of Internal Auditing; IIA Code of Ethics; and IIA Principles that Internal Auditors are expected to apply and uphold follows in the packet for the Board's information and review.

Presenters - Mr. Khalil Abdullah, Chief Internal Auditor, confirmed the organizational independence of the internal audit activity to the Committee.

The Committee recommended Board acceptance of the Internal Auditor's Statement of Organizational Independence 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 acceptance of the internal auditor's statement of organizational independence as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**



Office of Internal Audits
 3201 W. Pecan Blvd.
 McAllen, TX 78501
 (956) 872-6709
kabdullah@southtexascollege.edu

Internal Auditor’s Annual Statement of Organizational Independence

As required by the Institute of Internal Auditor’s (IIA) *International Standards for the Professional Practice of internal Auditing (Standards)*, The chief audit executive (CAE)¹ “must confirm to the board, at least annually, the organizational independence of the internal audit activity” (Attribute Standard 1110); and “must communicate and interact directly with the board” (Attribute Standard 1111); and “should discuss the Mission of Internal Audit and the mandatory elements of the International Professional Practices Framework with senior management and the board” (Attribute Standard 1010);

In conjunction with the Internal Auditor’s responsibilities for coordinating the effective auditing and reporting audit activities to South Texas College’s Finance, Audit, and Human Resources Committee, the Internal Auditor will report annually to the Finance, Audit, and Human Resources Committee on the following statements to fulfill adherence with IIA *Standards*.

Chief Internal Auditor: Khalil M. Abdullah

Institution: South Texas College

I confirm that an annual departmental process is in place to certify that South Texas College’s internal auditors, including myself, will comply with the IIA *Standards* and Code of Ethics, which contains guidance on confidentiality. This process includes a discussion with Finance, Audit, and Human Resources Committee as appropriate.

I confirm the organizational independence of the internal audit activity at the institution. In addition, I confirm that an annual departmental process is in place to certify that South Texas College’s internal auditors, including myself, have reviewed personal situations with respect to the institution and are not aware of any circumstances that might impair our ability to be independent and objective on any audit or that might lead others to question it.

I understand that I am responsible to make timely written notification to the Finance, Audit, and Human Resources Committee in the event any circumstances arise during the course of the year that might impair or appear to impair independence.

I am receiving support for audit activities from the President, Vice Presidents, and other employees of South Texas College to provide the necessary audit services, with the following exception(s):

Signature: Khalil M. Abdullah

Date: 7/3/24

¹ The Chief Audit Executive (CAE) describes the person responsible for effectively managing the internal audit activity. At South Texas College, those responsibilities reside with the Chief Internal Auditor.



Institute of Internal Auditor's (IIA)

Mission of Internal Audit:

To enhance and protect organizational value by providing risk-based and objective assurance, advice, and insight.

Definition of Internal Auditing:

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

Code of Ethics:

The purpose of The Institute's Code of Ethics is to promote an ethical culture in the profession of internal auditing.

Principles

Internal auditors are expected to apply and uphold the following principles:

1. Integrity – The integrity of internal auditors establishes trust and thus provides the basis for reliance on their judgment.
2. Objectivity – Internal auditors exhibit the highest level of professional objectivity in gathering, evaluating, and communicating information about the activity or process being examined. Internal auditors make a balanced assessment of all the relevant circumstances and are not unduly influenced by their own interests or by others in forming judgments.
3. Confidentiality – Internal auditors respect the value and ownership of information they receive and do not disclose information without appropriate authority unless there is a legal or professional obligation to do so.
4. Competency – Internal auditors apply the knowledge, skills, and experience needed in the performance of internal audit services.



Office of Internal Audits

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(956) 872-6709

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Rules of Conduct

Integrity:

Internal auditors...

- 1.1 Shall perform their work with honesty, diligence, and responsibility.
- 1.2 Shall observe the law and make disclosures expected by the law and the profession.
- 1.3 Shall not knowingly be a part to any illegal activity or engage in acts that are discreditable to the profession of internal auditing or to the organization.
- 1.4 Shall respect and contribute to the legitimate and ethical objectives of the organization

Objectivity:

Internal auditors...

- 2.1 Shall not participate in any activity or relationship that may impair or be presumed to impair their unbiased assessment. This participation includes those activities or relationships that may be in conflict with the interests of the organization.
- 2.2 Shall not accept anything that may impair or be presumed to impair their professional judgment.
- 2.3 Shall disclose all material facts known to them that, if not disclosed, may distort the reporting of activities under review.

Confidentiality:

Internal auditors...

- 3.1 Shall be prudent in the use and protection of information acquired in the course of their duties.
- 3.2 Shall not use information for any personal gain or in any manner that would be contrary to the law or detrimental to the legitimate and ethical objectives of the organization.

Competency:

Internal auditors...

- 4.1 Shall engage only in those services for which they have the necessary knowledge, skills, and experience.
- 4.2 Shall perform internal audit services in accordance with the *International Standards for the Professional Practice of Internal Auditing*.
- 4.3 Shall continually improve their proficiency and the effectiveness and quality of their services.

Consent Agenda:

i. Approval of Internal Audit Charter

Purpose and Justification – Administration requests the Board approval of the Internal Audit Charter for the period of September 1, 2024 through August 31, 2025.

An Internal Audit Charter is required by the Institute of Internal Auditors (IIA) Standards. Specifically, IIA Attribute Standard 1000 states that “The purpose, authority, and responsibility of the internal audit activity must be formally defined in an Internal Audit Charter, consistent with the Definition of Internal Auditing, the Code of Ethics, and the Standards. The chief audit executive must periodically review the Internal Audit Charter and present it to senior management and the board for approval.”

Background – The Internal Audit Charter is a formal document that defines the internal audit activity’s purpose, authority, and responsibility. The charter establishes the internal audit activity’s position within the organization, including the nature of the internal auditor’s functional reporting relationship with the board; authorizes access to records, personnel, and physical properties relevant to the performance of engagements; and defines the scope of internal audit activities. Final approval of the Internal Audit Charter resides with the board.

Enclosed Documents – The Internal Audit Charter follows in the packet for the Board’s review and discussion.

Dr. Ricardo J. Solis, President, Mary Del Paz, Vice President for Finance and Administrative Services, and Khalil Abdullah, Chief Internal Auditor, attended the Committee meeting to address any questions.

The Committee recommended Board approval of the Internal Audit Charter for the period of September 1, 2024 through August 31, 2025 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 Internal Audit Charter.

Approval Recommended:

Dr. Ricardo J. Solis
President

**SOUTH TEXAS COLLEGE
INTERNAL AUDIT CHARTER
EFFECTIVE SEPTEMBER 1, 2024**

INTRODUCTION

Internal Auditing is an independent and objective assurance and consulting activity that is guided by a philosophy of adding value to improve the operations of the College. It assists the College in accomplishing its objectives by bringing a systematic and disciplined approach to evaluate and improve the effectiveness of the organization's risk management, governance, and internal controls.

ROLE

The internal audit function is established by the College Board of Trustees, Finance, Audit, and Human Resources Committee (hereafter referred to as the Board). The internal audit function's responsibilities are defined by the Board as part of their oversight role.

AUTHORITY

The internal audit function, with strict accountability for confidentiality and safeguarding records and information, is authorized full, free, and unrestricted access to any and all of the College's property, records (manual or electronic), and personnel pertinent to carrying out authorized engagements. All employees are requested to assist the internal audit function in fulfilling its roles and responsibilities. The internal audit function will also have free and unrestricted access to executive management and the Board.

INDEPENDENCE & OBJECTIVITY

The internal audit function will remain free from interference by any element in the organization, including matters of audit selection, scope, procedures, frequency, timing, or report content to permit maintenance of a necessary independent and objective mental attitude. Internal auditors will have no direct operational responsibility or authority over any of the activities audited. Accordingly, they will not implement internal controls, develop procedures, install systems, prepare records, or engage in any other activity that may impair the internal auditor's independence or objectivity. Internal auditors are not authorized to perform any operational duties, initiate or approve accounting transactions external to the internal audit function, or direct the activities of any employee not employed by the internal audit function, except to the extent such employees have been appropriately assigned to auditing teams or otherwise assist the internal audit function. Internal auditors must exhibit the highest level of professional objectivity in gathering, evaluating, and communicating information about the activity or process being examined. Internal auditors must make a balanced assessment of all the relevant circumstances and not be unduly influenced by their own interests or by others in forming judgments.

The Internal Auditor will confirm to the Board, at least annually, the organizational independence of the internal audit activity.

INTERNAL AUDIT PLAN

At least annually, the Internal Auditor will submit to senior management and the Board an internal audit plan for review and approval. The internal audit plan will consist of a work schedule as well as budget and resource requirements for the next fiscal year. The Internal Auditor will communicate the impact of resource limitations and significant interim changes to senior management and the Board. The internal audit plan will be developed based on a prioritization of the audit universe using a risk-based methodology, including input of senior management and the Board. The Internal Auditor will review and adjust the plan, as necessary, in response to changes in the College's risks, operations, programs, systems, and internal controls. Any significant deviation from the approved internal audit plan will be communicated to senior management and the Board.

ORGANIZATION

The Internal Auditor will report functionally to the President and the Board and administratively (i.e. day to day operations) to the Vice President of Finance and Administrative Services.

The Board will

- Approve the internal audit charter;
- Approve the risk-based annual audit plan;
- Approve decisions regarding the appointment and removal of the Internal Auditor;
- Approve the remuneration of the Internal Auditor;
- Complete an annual performance appraisal of the Internal Auditor;
- Approve the internal audit budget and resource plan;
- Receive communications from the Internal Auditor on the internal audit activity's performance relative to its plan and other matters; and
- Make appropriate inquiries of management and the Internal Auditor to determine whether there are inappropriate scope or resource limitations.

The Internal Auditor will communicate and interact directly with the Board, including in executive sessions and between Board meetings as appropriate.

SCOPE OF ACTIVITIES

Assurance Services are objective examinations of evidence for the purpose of providing an independent assessment. The scope of work for assurance services is to determine whether the College's risk management, governance, and control processes as designed and represented by management, is adequate and functioning in a manner to help ensure:

- Risks are appropriately identified and managed;
- Significant financial, managerial, and operating information is accurate, reliable, and timely;
- Employees' actions are in compliance with policies, standard, procedures, and applicable laws and regulations;

- Resources are acquired economically, used efficiently, and adequately protected;
- Established objectives and goals are met and whether operations or activities are being conducted as planned;
- Quality and continuous improvement are fostered in the institution's control process.

Consulting Services are advisory and include other service activities such as counsel, advice, facilitation, training, and participation on standing or temporary management committees or project teams. The objective of consulting services is to add value in the development or modification of organization processes, procedures, and controls to minimize risk and achieve department objectives. Accepted consulting engagements will be included in the audit plan.

STANDARDS OF AUDIT PRACTICE

The internal audit function will govern itself by adherence to The Institute of Internal Auditors' mandatory guidance including the Definition of Internal Auditing, the Code of Ethics, and the International Standards for the Professional Practice of Internal Auditing (Standards). This mandatory guidance constitutes principles of the fundamental requirements for the professional practice of internal auditing and for evaluating the effectiveness of the internal audit activity's performance. The Institute of Internal Auditors' Practice Advisories, Practice Guides, and Position Papers will also be adhered to as applicable to guide operations. In addition, the internal audit activity will adhere to the College's relevant policies and procedures and the internal audit activity's audit manual.

RESPONSIBILITIES

The Internal Auditor has a responsibility to:

- Develop a flexible, annual work plan using an appropriate risk-based methodology, including any risks or control concerns identified by management, and submit that plan to the President, and the Board of Trustees' Finance, Audit, and Human Resources Committee for review and approval as well as periodic updates;
- Implement the annual work plan, as approved by the Finance, Audit, and Human Resources Committee;
- Issue periodic reports to the President and the Finance, Audit, and Human Resources Committee summarizing results of audit activities, annual work plans, sufficiency of office resources, and emerging trends and successful practices in internal auditing;
- Review systems to verify compliance with established policy, procedures, and applicable regulations;
- Review compliance with guidelines for ethical professional conduct.
- Maintain a follow-up process to monitor management actions on reported engagement observations and whether recommendations have been effectively implemented;
- Identify indicators of fraud and facilitate the investigation of suspected fraudulent activities within the organization;
- Act as liaison between the College and external auditors, including the review of their findings and the follow-up on necessary corrective action;

RESPONSIBILITIES (Cont.)

- Identify necessary training to improve the knowledge, skills, and competencies necessary for the internal auditors to have sufficient proficiency for auditing with the organization and maintaining professional certifications;
- Obtain competent advice and assistance necessary for the engagement when needed or decline the engagement;
- Ensure that an external review of the internal audit function in accordance with the Standards is conducted at least once every five years.
- Evaluate specific operations at the request of the Finance, Audit, and Human Resources Committee or the President, as appropriate.

QUALITY ASSURANCE AND IMPROVEMENT PROGRAM

The internal audit function will maintain a quality assurance and improvement program that covers all aspects of the internal audit activity. The program will include an evaluation of the internal audit function's conformance with the Definition of Internal Auditing and the IIA Standards and an evaluation of whether internal auditors apply the Code of Ethics. The program also assesses the efficiency and effectiveness of the internal audit function and identifies opportunities for improvement. The Internal Auditor will communicate to senior management and the Board on the internal audit activity's quality assurance and improvement program, including results of ongoing internal assessments and external assessments conducted at least every five (5) years.

The results of internal audit reviews as well as a report on Internal Audit's activities shall be presented to the President, and the Board of Trustees. The report shall include:

- 1) Internal audit finding(s);
- 2) Internal audit recommendation(s);
- 3) Management response(s);
- 4) Date of implementation of audit recommendation(s).

The Internal Auditor verifies corrective action has been taken by management and reports on the corrective action to the Board of Trustees' Finance, Audit, and Human Resources Committee.

Khalil M. Abdullah
Chief Internal Auditor

Date

Maria G. Del Paz
Vice President for Finance and Administrative Services

Date

Dr. Ricardo J. Solis
President

Date

Dalinda Gonzalez-Alcantar
Chair, Finance, Audit, and Human Resources Committee

Date

Dr. Alejo Salinas Jr.
Chair, Board of Trustees

Date

Consent Agenda:

j. Approval of Proposed Projects for Internal Auditor for FY 2024-2025

Purpose and Justification – Administration requests Board approval of proposed projects for the Internal Auditor for FY 2024 - 2025. The Audit Charter requires that an annual work plan using appropriate risk-based methodology be submitted to the Board of Trustees for review and approval.

Staff is recommending projects for the Board's consideration for the Internal Auditor's review for Fiscal Year 2024 - 2025. The projects listed below are proposed as the assignments for the Internal Auditor.

- FY 2024 - 2025 (Scheduled)
 1. Fraud Survey
 2. HR Processes – Hiring & Staffing
 3. Business Continuity / Disaster Recovery
 4. Environmental Health & Safety
 5. Account Reconciliations
 6. Fixed Assets
 7. Effort Reporting
 8. Senate Bill 17

Enclosed Documents - The list of Internal Audits conducted for FY 2015 through FY 2025 follows in the packet for the Board's information and review.

Dr. Ricardo J. Solis, President, Mary Del Paz, Vice President for Finance and Administrative Services, and Khalil Abdullah, Chief Internal Auditor attended the Committee to address any questions.

The Committee recommended Board approval of proposed projects for the Internal Auditor for FY 2024 - 2025 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 projects for internal auditor for FY 2024-2025 as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**



South Texas College
Internal Auditing Services for the Period of FY 2013 through FY 2024

	Audit Area	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
1	Fraud Survey	Complete	Complete	12/07/16	10/18/17	10/22/18	10/08/19	10/12/20	10/06/21	10/04/22	10/03/23	Proposed
2	Fraud Hotline Calls/Investigations											
3	Cash -Controls and safeguards -Bank Reconciliation -Check and deposit preparation											
4	Cash -Bank Reconciliation											
5	Surprise Cash Counts and Cash Handling Controls over Student Tuition and Fees Collection	Requested- Not Performed	Requested- Not Performed	11/04/16						07/11/23		
6	Department Cash Handling Procedures	Requested - Not Performed	Requested - Not Performed	11/04/16							07/03/24	
7	Student Receivables/ Third Party -Billing -Collections -Reconciliation											
8	Scholarship Funds -Valley Scholars -Pledges -Awards -Other Scholarships											
9	Grants- Title V											
10	Grants- Wired											
11	Grants - Federal Work-study, Federal Pell Grant, Carl Perkins, and Workforce Investment Act											
12	Property Taxes -Rec. & Rollback Taxes	Requested- Not Performed										
13	Property Taxes - Internal Controls of Hidalgo and Starr County Tax Assessor-Collector's Offices		Requested - Not Performed	06/20/17								
14	AP - Operations / Prompt Pmt. Act											
15	AP - Commercial Card Use				Requested - In Progress	01/29/19						
16	Fuel Card Use				Requested - In Progress	10/23/18						
17	Travel					Requested - Not Performed	Requested - Not Performed	Requested - Not Performed	Requested - Not Performed			
18	Mileage Reimbursement Procedures	Requested - Not Performed	Requested - Not Performed	02/17/17								
19	Purchasing							Requested - Not Performed	07/12/22			
20	Contracts -Solicitation/Renewal Process -Record keeping											
21	Financial Aid - State Awards				Requested - Not Performed	In Process	01/07/20					
22	Financial Aid - Federal Awards							Requested - Not Performed	Requested - Not Performed	08/08/23	11/14/23	
23	Investments -Compliance -Collateral Documentation -Transfers for Debt Service -System for Monitoring Maturities											



South Texas College
Internal Auditing Services for the Period of FY 2013 through FY 2024

	Audit Area	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
24	Debt Service -Bond Payments -Continuing Disclosure Requirements -Arbitrage -Bond Restrictions											
25	Human Resources and Payroll -Compliance & Controls											
26	HR - Human Resources- Employment Eligibility Verification Form I-9 (U.S. Citizenship and Immigration Services)	Requested - Not Performed	Requested - Not Performed	02/17/17								
27	HR Processes - Faculty Credentials					Requested - Not Performed	In Process	In Process	06/10/22			
28	HR Processes - Employee Hiring & Staffing									Requested - Not Performed	Requested - Not Performed	Proposed
29	TimeClock Plus [Time Keeping System Compliance] -Departmental Timeforce Procedures	Requested - Not Performed	Requested - Not Performed	Requested - Not Performed	Requested - In Progress	10/04/18						
30	TimeClock Plus [Time Keeping System Compliance] -Internal Control Procedures											
31	Fixed Assets	Requested- Not Performed	Requested- Not Performed		11/08/17						Requested - Not Performed	Proposed
32	Continuing Professional and Workforce Education Department											
33	Facilities, Operation & Maintenance- Workorders and Purchase Orders											
34	Custodial Services- Work Orders, Purchase Orders and Inventory	Requested - Not Performed	Requested - Not Performed	Requested - Not Performed		06/06/19						
35	Enrollment Audit (Traditional and Continuing Education)				Requested - In Progress	07/26/18						
36	Student Activities & Wellness	Requested - Not Performed	Requested - Not Performed		12/01/17							
37	Memorandum of Understanding [MOU] -Early College High Schools -Dual Credit					Requested - Not Performed	In Process	01/11/21				
38	Blueprint Expectations for Early College High Schools					Requested - Not Performed	Requested - Not Performed					
39	Science Lab Safety and Storage Compliance					Requested - Not Performed	In Process	In Process	06/10/22			
40	Red Flag Rules											
41	IT Security and Procedures											
42	IT - Business Continuity / Disaster Recovery								Requested - Not Performed	Requested - Not Performed	In Process	In Process
43	Texas Administrative Code Sec. 202											
44	Banner Computer System Security and Access	Requested - Not Performed	Requested - Not Performed	Requested - Not Performed	Requested - Not Performed	In Process	In Process	01/11/21				
45	Instructional Technologies Inventory	11/06/14										
46	FM Account Reconciliations										Requested - Not Performed	Proposed
47	Environmental Health & Safety										Requested - Not Performed	Proposed
48	Clery Act, and VAWA				Requested - Not Performed	In Process	07/14/20					
49	Title IX						Requested - Not Performed	Requested - Not Performed		06/12/23		
50	Internal Assessment of the Office of Internal Audits - (QAIP)							07/13/21				



South Texas College
Internal Auditing Services for the Period of FY 2013 through FY 2024

	Audit Area	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
51	External Assessment of the Office of Internal Audits - (QAIP)							Requested - Not Performed	Requested - Not Performed	Requested - Not Performed	Requested - Not Performed	Requested - Not Performed
52	Faculty Overloads							Requested - Not Performed	Requested - Not Performed	Requested - Not Performed	In Process	In Process
53	Teacher Retirement System (TRS)							Proposed	11/15/21			
54	Emergency Medical Technology (EMT) Program								Requested - Not Performed	06/12/23		
55	Senate Bill 17										In Process	In Process
56	Child and Adult Care Food Program - Application Process						10/01/19					
57	SAO - Catch the Next Complaint: 20-0044						11/07/19					
58	CARES Act Compliance						In Process	08/26/20				
	Total Number of Audits Completed	1	0	6	4	6	6	5	4	5	3	

Other Activities

- Annual Financial Report (CAFRI)
- Risk Assessment & Audit Plan
- Internal Audit Annual Report

Consent Agenda:

k. Approval to Revise Personnel Policy

Purpose and Justification – Administration recommends Board approval to revise Personnel policy to align with the Texas Association of School Boards (TASB) policy manual.

The revised policy is as follows:

Revised Policy(ies)
A-1. DBB (Local) Employment Requirements and Restrictions - Medical Examinations and Communicable Diseases

Background – The College adopted Policy DBB on August 22, 2023. TASB provides a comprehensive, current, and legally sound policy manual and recommends revisions to Policy DBB and DEC.

The new policy revisions are as follows:

- DBB addresses the application of Senate Bill 1445 to the Medical and Psychological Examination of a Peace Officer.

Reviewers – The revisions have been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Vice President for Finance and Administrative Services.

Enclosed Documents – The revised local policy follows in the packet for the Board's information and review.

Mary Del Paz, Vice President for Finance and Administrative Services, and Dr. Zachary Suarez, Executive Director of Human Resources and Talent Development, attended the Committee meeting to address any questions.

The Committee recommended Board approval to revise Personnel Policy, DBB (Local) Employment Requirements and Restrictions - Medical Examinations and Communicable Diseases, as presented, and which supersedes any previously adopted Board policy.

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 to revise Personnel Policy, DBB (Local) Employment Requirements and Restrictions - Medical Examinations and Communicable Diseases, as presented, and which supersedes any previously adopted Board policy

Approval Recommended:

Dr. Ricardo J. Solis
President

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
MEDICAL EXAMINATIONS AND COMMUNICABLE DISEASES

DBB
(LOCAL)

Examinations During Employment

The College President or designee may require an employee to undergo a medical examination if information received from the employee, the employee's supervisor, or other sources indicates the employee has a communicable or infectious disease that poses a direct threat to the health or safety of the employee or others.

The College District may designate the physician to perform the examination. If the College District designates the physician, the College District shall pay the cost of the examination. The College District may place the employee on paid administrative leave while awaiting results of the examination and evaluating the results.

Based on the results of the examination, the College President or designee shall determine whether the employee poses a direct threat to the health or safety of the employee or others.

Confidentiality of Information

Medical information relating to the communicable diseases of an employee will be disclosed to responsible College District officials only on a "need-to-know" basis. College District officials will protect the privacy of all parties involved and the confidentiality of the information received.

Restricted Access

The College District, after consulting with the local health department, has the authority to restrict an employee under these provisions from campus facilities for the purpose of ensuring the wellbeing of all of its faculty, staff, and students. Any restrictions applied to the use of campus facilities or personal contact will be on a case-by-case basis and implemented for a time and manner in accordance with recommendations from the local health department.

Reporting Responsibility

Faculty or staff who have been informed by a student, an employee, or another person of exposure to a communicable disease, ~~including COVID-19,~~ or who present symptoms will notify the Office of Human Resources immediately as permitted by local, state, and federal laws. The Office of Human Resources will then notify the appropriate departments as deemed necessary. The director of human resources or designee shall report to the local health department an employee who has or is suspected of having the communicable diseases per the Texas Health and Safety Code, Chapter 81, Communicable Diseases. Written procedures for employees that include provisions relating to reporting to the Office of Human Resources, returning to work, and other protocols are maintained by the Office of Human Resources. The student procedures are maintained by Office of Counseling and Student Disability Services.

Disciplinary Action

Employees who have been prohibited to access College District facilities, programs, functions, and campus activities under the provisions of this policy and who continue to access prohibited College

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
MEDICAL EXAMINATIONS AND COMMUNICABLE DISEASES

DBB
(LOCAL)

District facilities, programs, functions, and campus activities, will be subject to disciplinary action up to and including termination.

Leave of Absences

Employees who are excluded from work may use any accrued paid leave to which they are entitled or may request unpaid leave, as appropriate. [See DEC]

Termination of Employment

In accordance with appropriate policies and guidelines, employees who are excluded from the workplace in accordance with this policy may have their employment terminated when they have exhausted all earned leave.

Other Requirements

Employees with communicable diseases shall follow recommendations of public health officials regarding contact with students and other employees. Food service workers shall comply with health requirements established by city, county, and state health authorities. [See DBA]

Medical and Psychological Examination of a Peace Officer or Telecommunicator

The College President or designee and the College District police department shall develop regulations, in accordance with law, addressing the fitness-for-duty examination of a peace officer or telecommunicator who is licensed, or a person for whom the College District police department seeks a license, under Occupations Code Chapter 1701. The regulations must address:

1. The criteria for requiring an examination;
2. The provision of notice to the license holder or applicant that includes the reasons for the examination;
3. The examination procedures;
4. The determination of the license holder's or applicant's duty status during and following the examination;
5. Appeals of the application or interpretation of the regulations; and
6. The submission of a report to the Texas Commission on Law Enforcement (TCOLE):
 - a. If the license holder or applicant refuses to submit to the examination; or
 - b. Absent the successful completion of a treatment program, if the license holder or applicant fails the examination.

Approval of Order #2024-018: Authorizing the Defeasance and Redemption of a Portion of the South Texas College District's Outstanding Limited Tax Bonds, and Approving and Escrow Agreement and All Other Instruments and Procedures Related Thereto

Purpose and Justification – Administration recommends Board approval of Order #2024-018: Authorizing the defeasance and redemption of a portion of the South Texas College District's outstanding limited tax bonds, and approving an escrow agreement and all other instruments and procedures related thereto.

Board action will be necessary on the Order prepared by Bond Counsel, Perez Law Firm, to authorize the defeasance and redemption of the South Texas College Limited Tax Refunding Bonds, Taxable Series 2020, in a principal amount not to exceed \$4,800,000 using a portion of the cash balance available in the Interest and Sinking Fund.

Background – On August 12, 2024, the Finance, Audit, and Human Resources Committee recommended approval for the defeasance of the South Texas College Limited Taxable Refunding Bonds, Series 2020. The defeasance will reduce the payment of interest thereon, the District's aggregate debt service requirements, and the District's legal debt outstanding.

The discharge and defeasance of the Redeemed Bonds shall be effectuated pursuant to the terms and provisions of an escrow agreement with BOKF, NA Dallas, Texas.

The District shall deposit into the Escrow Fund the Escrow Deposit, to be known as the "South Texas College District 2024 – 2025 cash Defeasance Escrow Fund", as soon as practicable after funds of the District become available for such purpose, but no later than February 24, 2025.

Chapter 1207, Texas Government Code, as amended, authorizes and empowers the District to deposit with a paying agent for any of the redeemed bonds, or a trust company or commercial bank that does not act as a depository for the District, from available funds from any source, an amount sufficient to provide for the payment or redemption of the Redeemed Bonds.

Reviewers – Estrada Hinojosa staff, the Vice-President for Finance and Administrative Services, and Business Office staff have reviewed the information being presented.

Enclosed Document – A presentation, which includes a rationale description and a defeasance analysis worksheet submitted by Estrada Hinojosa and draft Order #2024-018 provided by Perez Law Firm, Bond Counsel, follows in the packet for the Board's review and information.

Estrada Hinojosa will be present at the Board Meeting to review and 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 Order #2024-018. Authorizing the defeasance and redemption of a portion of the South Texas College District's outstanding limited tax bonds, and approving and escrow agreement and all other instruments and procedures related thereto, as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President



**SOUTH TEXAS
COLLEGE**

**Proposal to Cash Defeasance
(Pay Off) Current Bond Debt**

ESTRADA HINOJOSA
INVESTMENT BANKERS

Defeasance Overview

Defeasance: Defeasance is a provision in a contract that voids a bond or loan on a balance sheet when the borrower sets aside cash or bonds sufficient enough to service the debt.

Defeasance Resolution: Defeasance resolution for the early repayment of outstanding principal. Board approves a legal debt obligation to pay above the annual debt service.

Potential Interest Savings: Prior Debt is paid with cash from I&S levy collected or investments are purchased that are escrowed to make payments. In either scenario, there is an opportunity for interest savings.

SAVINGS
South Texas College
Defeasance 2023
Cash Defeasance of Limited Tax Refunding Bonds, Taxable Series 2020
2033 & 2034 Maturities
--Verified Final Numbers 10/18/2023--

Date	Prior Debt Service	Refunding Net Cash Flow	Savings @ 0.0000000%	Present Value to 10/24/2023
08/31/2024	259,350.00		259,350.00	259,350.00
08/31/2025	259,350.00		259,350.00	259,350.00
08/31/2026	259,350.00		259,350.00	259,350.00
08/31/2027	259,350.00		259,350.00	259,350.00
08/31/2028	259,350.00		259,350.00	259,350.00
08/31/2029	259,350.00		259,350.00	259,350.00
08/31/2030	259,350.00		259,350.00	259,350.00
08/31/2031	259,350.00		259,350.00	259,350.00
08/31/2032	259,350.00		259,350.00	259,350.00
08/31/2033	4,519,350.00		4,519,350.00	4,519,350.00
08/31/2034	4,516,550.00		4,516,550.00	4,516,550.00
	11,370,050.00	0.00	11,370,050.00	11,370,050.00

Savings Summary

PV of savings from cash flow	11,370,050.00
Less: Prior funds on hand	-7,732,313.44
Net PV Savings	3,637,736.56

Tax Rate Impact - Pre

South Texas College

Tax Rate Impact

FOR DISCUSSION ONLY

All Amounts are Estimates

		Collections Rate				Current I&S Fund Balance		\$ 8,983,468			
		100.00%				Issuer Contribution		\$ -			
						Projected I&S Fund Balance		\$ -			
[A]	[B]	[C]	[D]	[E]	[F]	[G]	[H]	[I]	[J]		
FYE	Taxable Assessed		Outstanding	Defeasance	Defeasance	Total	Estimated	I&S Tax		FYE	
8/31	Valuation ⁽¹⁾	AV Growth	Debt Service	Amount	Calculation	Net Debt Service	Calculated I&S	Rate Inc or (Dec)		8/31	
2024	\$ 51,801,329,573	12.0%	\$ 12,941,723	\$ -	\$ -	\$ 12,941,723	\$ 0.0227	(0.00585)		2024	
2025	54,513,860,800	5.2%	10,728,223	-	-	10,728,223	0.0197	(0.00302)		2025	
2026	56,149,276,624	3.0%	10,723,223	-	-	10,723,223	0.0191	(0.00058)		2026	
2027	57,272,262,156	2.0%	10,726,473	-	-	10,726,473	0.0187	(0.00037)		2027	
2028	58,417,707,400	2.0%	10,720,723	-	-	10,720,723	0.0184	(0.00038)		2028	
2029	59,586,061,548	2.0%	10,725,473	-	-	10,725,473	0.0180	(0.00035)		2029	
2030	59,586,061,548	0.0%	10,724,223	-	-	10,724,223	0.0180	(0.00000)		2030	
2031	59,586,061,548	0.0%	10,726,223	-	-	10,726,223	0.0180	0.00000		2031	
2032	59,586,061,548	0.0%	10,725,523	-	-	10,725,523	0.0180	(0.00000)		2032	
2033	59,586,061,548	0.0%	6,469,708	-	-	6,469,708	0.0109	(0.00714)		2033	
2034	59,586,061,548	0.0%	6,472,696	-	-	6,472,696	0.0109	0.00001		2034	
2035	59,586,061,548	0.0%	6,256,099	-	-	6,256,099	0.0105	(0.00036)		2035	
2036	59,586,061,548	0.0%	-	-	-	-	0.0000	(0.01050)		2036	
Total			\$ 117,940,313	\$ -	\$ -	\$ 117,940,313				Total	

⁽¹⁾ Source: Hidalgo County & Starr County Appraisal District (Freeze Adjusted Taxable Grand Tot

2

ESTRADA HINOJOSA
INVESTMENT BANKERS

Tax Rate Impact with Defeasance

South Texas College

Tax Rate Impact

FOR DISCUSSION ONLY

All Amounts are Estimates

		Collections Rate				Current I&S Fund Balance		\$ 8,983,468			
		100.00%				Issuer Contribution		\$ 2,193,090 *			
						Projected I&S Fund Balance		\$ 6,790,378			
[A]	[B]	[C]	[D]	[E]	[F]	[G]	[H]	[I]	[J]		
FYE	Taxable Assessed		Outstanding	Defeasance	Defeasance	Total	Estimated	I&S Tax		FYE	
8/31	Valuation ⁽¹⁾	AV Growth	Debt Service	Amount*	Calculation ⁽²⁾	Net Debt Service	Calculated I&S	Rate Inc or (Dec)		8/31	
2024	\$ 51,801,329,573	12.0%	\$ 12,941,723	\$ -	\$ -	\$ 12,941,723	\$ 0.0227	(0.00585)		2024	
2025	54,513,860,800	5.2%	10,728,223	1,708,448	(62,025)	12,374,646	0.0227	-		2025	
2026	56,149,276,624	3.0%	10,723,223	-	(124,050)	10,599,173	0.0189	(0.00382)		2026	
2027	57,272,262,156	2.0%	10,726,473	-	(124,050)	10,602,423	0.0185	(0.00036)		2027	
2028	58,417,707,400	2.0%	10,720,723	-	(124,050)	10,596,673	0.0181	(0.00037)		2028	
2029	59,586,061,548	2.0%	10,725,473	-	(124,050)	10,601,423	0.0178	(0.00035)		2029	
2030	59,586,061,548	0.0%	10,724,223	-	(124,050)	10,600,173	0.0178	(0.00000)		2030	
2031	59,586,061,548	0.0%	10,726,223	-	(124,050)	10,602,173	0.0178	0.00000		2031	
2032	59,586,061,548	0.0%	10,725,523	-	(4,259,050)	6,466,473	0.0109	(0.00694)		2032	
2033	59,586,061,548	0.0%	6,469,708	-	-	6,469,708	0.0109	0.00001		2033	
2034	59,586,061,548	0.0%	6,472,696	-	-	6,472,696	0.0109	0.00001		2034	
2035	59,586,061,548	0.0%	6,256,099	-	-	6,256,099	0.0105	(0.00036)		2035	
2036	59,586,061,548	0.0%	-	-	-	-	0.0000	(0.01050)		2036	
Total			\$ 117,940,313	\$ 1,708,448	\$ (5,065,375)	\$ 114,583,386				Total	

⁽¹⁾ Source: Hidalgo County & Starr County Appraisal District (Freeze Adjusted Taxable Grand Total).

⁽²⁾ Defeasance amount may be adjusted. Calculation shows all of 2032 maturity from Series 2020 being defeased.

*Projected

ESTRADA HINOJOSA
INVESTMENT BANKERS

Defeasance Options for 2024-2025

- Maintain I&S tax rate of \$0.0227
- Utilize fund balance and tax levy for cash defeasance in April 2025.

2025 Cash Defeasance Projection	
2025 Cash Defeasance Projection of Principal and Interest to be covered	
2032 Maturity in LT Ref Bds Taxable Series 2020	\$5,065,375
Projected Amount from I&S excess levy	1,708,448
Projected Amount from I&S fund balance	2,193,090
Projected amount needed for escrow of SLGS and Cost of Issuance	3,901,538
Estimated I&S Cash Balance	8,983,468.00
Estimated I&S Cash Balance after Defeasance	6,790,378.00

Preliminary Timetable for 2025 Cash Defeasance



2025 CASH DEFEASANCE Timetable of Events*

March 2025							April 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

August 27, 2024	(Tuesday)	Board of Trustees approves defeasance resolution
March, 2025		Review and Discuss Tax Collections and Defeasance amount
March, 2025		Discuss defeasance dates and settlement of SLGS
March, 2025		Gather SLGS Safe Information
March, 2025		Gather all fees (BC, FA, CUSIPs, Escrow, Verification)
March, 2025		Finalize logistics for defeasance
March, 2025		Update numbers; pre-verification
March, 2025		Escrow Signature pages due (if not already received)
March 28, 2025	(Friday)	Subscribe for SLGS/OMS
		Receive verification
		Cash Defeasance Final Numbers to group
		Finalize Escrow Agreement
April, 2025		Draft Closing memo and Draft verification report distributed
April, 2025		Final Verification Report due
		Signoff on Closing Memo
April 23, 2025	(Wednesday)	Close and Fund Escrow **BONDS ARE LEGALLY DEFEASED**

*Preliminary, subject to change.

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Order #2024-018

ORDER AUTHORIZING THE DEFEASANCE AND REDEMPTION OF A PORTION OF THE SOUTH TEXAS COLLEGE'S OUTSTANDING LIMITED TAX BONDS, AND APPROVING AN ESCROW AGREEMENT AND ALL OTHER INSTRUMENTS AND PROCEDURES RELATED THERETO

THE STATE OF TEXAS §
COUNTIES OF HIDALGO & CAMERON §
SOUTH TEXAS COLLEGE §

WHEREAS, the Board of Trustees (the “Board”) of the South Texas College District (the “District”) previously issued its Limited Tax Refunding Bonds, Taxable Series 2020 (the “Bonds”); and

WHEREAS, the Bonds are currently outstanding in the principal amount of \$28,279,693.20, and the Bonds maturing on and after August 15, 2031 are subject to redemption on August 15, 2030, at the option of the District; and

WHEREAS, the Board hereby determines that it is in the best interests of the District and its taxpayers to apply legally available funds of the District, in a principal amount not to exceed \$4,800,000, to defease and redeem certain eligible Bonds as herein provided in order to reduce the payment of interest thereon, the District’s aggregate debt service requirements, and the District’s legal debt outstanding;

NOW, THEREFORE BE IT ORDERED BY THE BOARD OF TRUSTEES OF THE SOUTH TEXAS COLLEGE THAT:

SECTION 1: Redemption of Redeemed Bonds. The District hereby authorizes the application of legally available funds of the District, in an aggregate amount not to exceed \$4,800,000, towards the redemption of the Bonds stated to mature on August 15, 2032 (such redeemed bonds, the “Redeemed Bonds”) and any costs necessary or appropriate in connection therewith.

SECTION 2: Authorized Officers; Timing of Redemption. The Chair, Vice Chair, and Secretary of the Board (the “Officers”) are each, individually and collectively, authorized and instructed to take all actions necessary to redeem the Redeemed Bonds. Such Officers shall redeem the Redeemed Bonds as soon as reasonably practicable after funds of the District become available for such purpose, but in no event later than February 24, 2025. The Officers, or the designees thereof, are authorized to evidence adoption of this order (the “Order”) and to do any and all things necessary or convenient to effect the redemption described herein and otherwise give effect to the intent hereof.

SECTION 3: Notice of Redemption. The Officers are authorized and directed to give notice of redemption to the paying agent/registrars for the Redeemed Bonds as provided in the Order. Such notice shall be in substantially the form attached hereto as Exhibit A hereto and incorporated fully herein for all purposes with appropriate additions based on the total amount of the Redeemed Bonds. The Board’s authorization and direction to the Officers to redeem the Redeemed Bonds is irrevocable upon adoption of this Order.

SECTION 4: Escrow Agreement. The discharge and defeasance of the Redeemed Bonds shall be effectuated pursuant to the terms and provisions of an escrow agreement (the “Escrow Agreement”) with BOKF, N.A., (the “Escrow Agent”), in substantially the form attached hereto as Exhibit B, the terms and provisions of which are hereby approved in order to comply with all applicable laws and regulations relating to the redemption of the Redeemed Bonds and to carry out the other intents and purposes of this Order, including the execution of the Escrow Agreement. The President or Vice President of the Board is hereby authorized, as soon as is practicable, to take such actions as are necessary to effectuate the deposit with the Escrow Agent and the redemption of the of the Redeemed Bonds.

SECTION 5: Purchase of Escrow Securities. The Board hereby authorizes and directs the deposit of funds with the Escrow Agent to effectuate the defeasance of the Redeemed Bonds, and if applicable, directs the District’s consultants and the Escrow Agent to subscribe for, agree to purchase and purchase obligations of the United States of America or other securities authorized by law, in such amounts and maturities and bearing interest at such rates as may be provided for in the Escrow Agreement, and to execute any and all subscriptions, agreements, commitments, letters of authorization and other documents necessary to effectuate the foregoing. Any actions heretofore taken for such purpose are hereby ratified and approved.

SECTION 6: Notice of Redemption. The President and Secretary of the Board are authorized and instructed to give notice of redemption described herein to the paying agent/registrar for these Redeemed Bonds called for early redemption as provided in the Original Order.

SECTION 7: Further Actions Authorized. The President and Secretary of the Board, or the designees thereof, are authorized to evidence adoption of this Order and to do any and all things necessary or convenient to effect the redemption described herein and otherwise give effect to the intent hereof, including the retention of a verification agent to provide the Report (as defined in the Escrow Agreement).

SECTION 8: Recitals Incorporated. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Order for all purposes and are adopted as a part of the judgment and findings of the Board.

SECTION 9: Repealer. All orders and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Order are hereby repealed to the extent of such conflict, and the provisions of this Order shall be and remain controlling as to the matters resolved herein.

SECTION 10: Choice of Law. This Order shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 11: Severability. If any provision of this Order or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Order and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Board hereby declares that this Order would have been enacted without such invalid provision.

SECTION 12: Open Meeting. It is officially found, determined, and declared that the meeting at which this Order is adopted was open to the public and public notice of the time, place,

and subject matter of the public business to be considered at such meeting, including this Order, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 13: Headings. The titles and headings of the sections are for convenience of reference only and are not to be considered a part hereof and shall not in any way modify or restrict any of the terms and provisions hereof.

SECTION 14: Effective Date. This Order shall be in force and effect from and after its final passage, and it is so resolved.

[The remainder of this page intentionally left blank.]

Draft

PASSED AND APPROVED, this the 27th day of August 2024.

SOUTH TEXAS COLLEGE

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

Draft

NOTICE OF PARTIAL REDEMPTION

Notice is hereby given that the South Texas College, acting through its Board of Trustees (the “Board”), has called for redemption the following outstanding obligations:

“South Texas College District Limited Tax Refunding Bonds, Taxable Series 2020,” dated July 1, 2020 (the “Bonds”), bearing interest, and stated to mature on August 15 in the year(s) as follows:

<u>Maturity Date*</u>	<u>Principal Amount Outstanding (\$)*</u>	<u>Amount Being Redeemed (\$)*</u>	<u>Interest Rate (%)*</u>
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The date fixed for redemption of the Bonds is _____ as authorized by the order authorizing the issuance of the Bonds and as directed by the Board pursuant to an order adopted on August 27, 2024. You are hereby notified that the Bonds should be presented for redemption on or before the Redemption Date and that interest shall cease to accrue from and after that date, and that on such date there shall become due and payable on each of the Bonds the redemption price equal to the principal amount thereof, without premium, plus unpaid accrued interest to the Redemption Date.

Notice is further given that the Bonds will be payable at and should be submitted either in person or by certified or registered mail to _____, at the following address:

Attn: Corporate Trust Services

This notice is issued and given pursuant to the option of redemption reserved to the Board in the order authorizing the issuance of the Bonds.

WITNESS MY OFFICIAL SIGNATURE this _____, 20__.

SOUTH TEXAS COLLEGE

Chair, Board of Trustees

* Complete with final redemption information.

EXHIBIT B
FORM OF ESCROW AGREEMENT

Draft

ESCROW AGREEMENT

THIS ESCROW AGREEMENT (this “Escrow Agreement”), dated for convenience as of August 27, 2024, but effective on the Escrow Funding Date described herein, is made and entered into by and between the SOUTH TEXAS COLLEGE, a college district duly created, organized and existing under the Constitution and laws of the State of Texas (together with any successor to its duties and functions, the “District”), and BOKF, N.A., as escrow agent (together with any successor or assign in such capacity, the “Escrow Agent”).

WHEREAS, the District has heretofore issued certain bonds (hereinafter defined as the “Redeemed Bonds”) that it desires to refund in advance of their maturities;

WHEREAS, Chapter 1207, Texas Government Code, as amended, authorizes and empowers the District to deposit with a paying agent for any of the Redeemed Bonds, or a trust company or commercial bank that does not act as a depository for the District, from available funds from any source, an amount sufficient to provide for the payment or redemption of the Redeemed Bonds;

WHEREAS, the governing body of the District has adopted a redemption order authorizing the defeasance and redemption of certain of its Limited Tax Refunding Bonds, Taxable Series 2020 as further described in Exhibit B hereto (the “Redeemed Bonds”), for the purpose, among other purposes, of providing the funds necessary to defease and redeem the Redeemed Bonds to reduce the payment of interest thereon and to reduce the District’s aggregate debt service requirements and legal debt outstanding;

WHEREAS, to provide for the payment of the Redeemed Bonds, the District has provided for the transfer to the Escrow Agent pursuant to this Escrow Agreement of money lawfully available for such purpose; and

WHEREAS, the governing body of the District has further determined to effectuate the defeasance and redemption pursuant to this Escrow Agreement, under which provision is made for the safekeeping, investment, reinvestment, administration and disposition of funds necessary to defease and redeem the Redeemed Bonds so as to provide firm banking and financial arrangements for the discharge and final payment of the Redeemed Bonds;

NOW, THEREFORE, in consideration of the mutual undertakings, promises and agreements herein contained, and other good and valuable consideration, the receipt and sufficiency of which hereby are acknowledged, and in order to secure the full and timely payment of the principal of and interest on the Redeemed Bonds, the District and the Escrow Agent contract and agree as follows:

ARTICLE ONE **DEFINITIONS AND INTERPRETATIONS**

Section 1.1 Definitions.

Unless otherwise expressly provided or unless the context clearly requires otherwise, the following terms shall have the respective meanings specified below for all purposes of this Escrow Agreement:

“Board” shall mean the District’s Board of Trustees.

“Code” shall mean the Internal Revenue Code of 1986, as amended, and the applicable regulations thereunder and under the Internal Revenue Code of 1954.

“District” shall mean the South Texas College, and any successor to its duties and functions.

“Escrow Agent” shall mean BOKF, N.A., in its capacity as escrow agent hereunder, and any successor or assign in such capacity.

“Escrow Agreement” shall mean this escrow agreement.

“Escrow Deposit” shall mean the initial deposit into the Escrow Fund, as more particularly described in Section 2.1.

“Escrow Fund” shall mean the fund created in Section 3.1 of this Escrow Agreement to be administered by the Escrow Agent pursuant to the provisions of this Escrow Agreement.

“Escrow Funding Date” shall mean the date on which the District deposits with the Escrow Agent the Escrow Deposit described in Section 2.1 which date shall be no later than _____.

“Escrowed Securities” shall mean the Limited Yield Securities and the Open Market Securities.

“Limited Yield Securities” shall mean the non-callable United States Treasury Obligations-State and Local Government Series to be initially purchased with lawfully available funds of the District, together with all reinvestments of the proceeds thereof as may be directed in Section 4.2 or permitted in Section 4.3(b).

“Open Market Securities” shall mean the United States Treasury securities (or other direct non-callable obligations of the United States, including obligations that are unconditionally guaranteed by the United States) and any non-callable obligations of an agency or instrumentality of the United States, including obligations that are unconditionally guaranteed or insured by the agency or instrumentality and that, on the date the governing body of the issuer adopts or approves the proceedings authorizing the redemption of the Redeemed Bonds, are rated as to investment quality by a nationally recognized investment rating firm not less than AAA or its equivalent, to be purchased in the open market with cash, together with all reinvestments thereof as may be directed in Section 4.2 or permitted in Section 4.3(b), or cash or obligations substituted therefor pursuant to Section 4.3(a).

“Paying Agent for the Redeemed Bonds” shall mean BOKF, N.A., Dallas, Texas.

“Redeemed Bond Order” shall mean the District’s order authorizing the issuance, sale and delivery of the Redeemed Bonds.

“Redeemed Bonds” shall mean the outstanding bonds of the District as shown on Exhibit B hereto.

“Report” shall mean the verification report relating to the advance refunding of the Refunded Bonds, a copy of which is attached hereto as Exhibit C, and any subsequent verification report required by Section 4.3.

Section 1.1 Interpretations.

The titles and headings of the articles and sections of this Escrow Agreement have been inserted for convenience of reference only and are not to be considered a part hereof and shall not in any way modify or restrict the terms hereof. This Escrow Agreement and all of the terms and provisions hereof shall be liberally construed to effectuate the purposes set forth herein and to achieve the intended purpose of providing for the redemption of the Redeemed Bonds in accordance with applicable law.

**ARTICLE TWO
DEPOSIT OF FUNDS AND ESCROWED SECURITIES**

Section 2.1 Deposits to Escrow Fund.

On the Escrow Funding Date, the District shall deposit, or cause to be deposited, into the Escrow Fund the Escrow Deposit, consisting of the following:

- (a) As the beginning cash balance for the Escrow Fund, \$ _____ from available funds of the District;
- (b) the initial Limited Yield Securities with a purchase price of \$ _____ from available funds of the District; and
- (c) the initial Open Market Securities with a purchase price of \$ _____ from available funds of the District.

**ARTICLE THREE
CREATION AND OPERATION OF ESCROW FUND**

Section 3.1 Escrow Fund.

On the Escrow Funding Date the Escrow Agent will create in its books a special fund and irrevocable escrow to be known as the “South Texas College 2024-2025 Cash Defeasance Escrow Fund” (the “Escrow Fund”). On the Escrow Funding Date, the Escrow Deposit described in Section 2.1 will be deposited to the credit of the Escrow Fund, The Escrow Deposit and all proceeds therefrom shall be the property of the Escrow Fund and shall be applied only in strict conformity with the terms and conditions hereof. All Escrowed Securities, all proceeds therefrom and all cash balances from time to time on deposit in the Escrow Fund are hereby irrevocably pledged to the payment of the principal of, redemption premium, if any; and interest on the

Redeemed Bonds, which payment shall be made by timely transfers to the Paying Agent for the Redeemed Bonds of such amounts at such times as are provided in Section 3.2. When the final transfers have been made to the Paying Agent for the Redeemed Bonds for the payment of such principal of, redemption premium, if any, and interest on the Redeemed Bonds, any balance then remaining in the Escrow Fund shall be transferred to the District, and the Escrow Agent shall thereupon be discharged from any further duties hereunder.

Section 3.2 Payment of Principal, Redemption Premium, if any, and Interest; Redemption of Certain Redeemed Bonds.

(a) The Escrow Agent is hereby irrevocably instructed to transfer to the Paying Agent for the Redeemed Bonds from the cash balance from time to time on deposit in the Escrow Fund the amounts required to pay the principal of, redemption premium, if any, and interest on the Redeemed Bonds in the amounts and at the times shown in the Report.

(b) Except for amounts transferred to the Paying Agent for the Redeemed Bonds pursuant to Section 3.2(a) and to the District pursuant to Section 4.2, the Escrow Agent agrees that it shall never make any withdrawals from the Escrow Fund or assert any claims, liens or charges against the Escrow Fund.

Section 3.3 Sufficiency of Escrow Fund.

The District represents (based upon the Report) that the successive receipts of the principal of and interest on the Escrowed Securities will assure that the cash balance on deposit from time to time in the Escrow Fund will be at all times sufficient to provide money for transfer to the Paying Agent for the Redeemed Bonds at the times and in the amounts required to pay the interest on the Redeemed Bonds as such interest comes due and to pay the principal of, redemption premium, if any, and interest on the Redeemed Bonds as the Redeemed Bonds mature or are called for redemption, all as more fully set forth in the Report. If, for any reason, at any time, the cash balances on deposit or scheduled to be on deposit in the Escrow Fund shall be insufficient to transfer the amounts required by the Paying Agent for the Redeemed Bonds to make the payments set forth in Section 3.2, the District shall timely deposit into the Escrow Fund, from lawfully available funds, additional funds in the amounts required to make such payments. Notice of any such insufficiency shall be given promptly by the Escrow Agent to the District as hereinafter provided, but the Escrow Agent shall not in any manner be responsible for any insufficiency of funds in the Escrow Fund or the District's failure to make additional deposits thereto.

Section 3.4 Trust Fund.

The Escrow Agent at all times shall hold the Escrow Fund, the Escrowed Securities and all other assets of the Escrow Fund wholly segregated from all other funds and securities on deposit with the Escrow Agent; it shall never allow the Escrowed Securities or any other assets of the Escrow Fund to be commingled with any other funds or securities of the Escrow Agent; and it shall hold and dispose of the assets of the Escrow Fund only as set forth herein. The Escrowed Securities and other assets of the Escrow Fund always shall be maintained by the Escrow Agent for the benefit of the holders of the Redeemed Bonds; and a special account evidencing such fact shall be maintained at all times on the books of the Escrow Agent. The holders of the Redeemed Bonds shall be entitled to the same preferred claim and first lien upon the Escrowed Securities, the proceeds thereof and all other assets of the Escrow Fund to which they are entitled as holders of

the Redeemed Bonds. The amounts received by the Escrow Agent under this Escrow Agreement shall not be considered as a banking deposit by the District, and the Escrow Agent shall have no right or title with respect thereto except as escrow agent under the terms hereof. The amounts received by the Escrow Agent hereunder shall not be subject to warrants, drafts or checks drawn by the District or, except to the extent expressly herein provided, by the Paying Agent for the Redeemed Bonds.

Section 3.5 Security for Cash Balances.

Cash balances from time to time on deposit in the Escrow Fund, to the extent not insured by the Federal Deposit Insurance Corporation or its successor, shall be continuously secured by a pledge of direct obligations of, or obligations unconditionally guaranteed by, the United States of America, having a market value at least equal to such cash balances.

ARTICLE FOUR
LIMITATION ON INVESTMENTS

Section 4.1 General.

Except as herein otherwise expressly provided, the Escrow Agent shall not have any power or duty to invest any money held hereunder, to make substitutions of the Escrowed Securities or to sell, transfer or otherwise dispose of the Escrowed Securities.

Section 4.2 Reinvestment of Proceeds of Escrowed Securities.

The Escrow Agent is hereby authorized and directed to reinvest proceeds of the Escrowed Securities which are attributable to amounts received as principal of or interest on the Escrowed Securities and which are not immediately needed to pay the Redeemed Bonds in direct obligations of the United States of America, i.e., United States Treasury Bonds, Bills and Notes, in the amounts, and maturing and bearing interest, all as set out in the Report. The District hereby designates and appoints the Escrow Agent as its agent and duly authorized representative for purposes of subscribing for and purchasing such obligations, all of which shall constitute Escrowed Securities. Any income or increment earned from such reinvestment remaining after final payment of the Redeemed Bonds shall be promptly transferred to the District.

Section 4.3 Substitution of Securities.

(a) The District may, upon compliance with the conditions stated in subsection (c) of this Section 4.3, at its option, substitute cash or non-interest bearing obligations of the United States Treasury (i.e., Treasury obligations which mature and are payable in a stated amount on the maturity date thereof and for which there are no payments other than the payment made on the maturity date) for non-interest bearing Open Market Securities listed in the Report, but only if such cash and/or substituted non-interest bearing direct obligations of the United States Treasury:

- (i) are in an amount, and/or mature in an amount, which, together with any cash substituted for such obligations, is equal to or greater than the amount payable on the maturity date of the obligation listed in the Report for which such obligation is substituted, and

- (ii) mature on or before the maturity date of the obligation listed in the Report for which such obligation is substituted.

The District may at any time substitute any Open Market Securities which, as permitted by the preceding sentence, were not deposited to the credit of the Escrow Fund, for the cash and/or obligations that were substituted for such Open Market Securities.

(b) At the written request of the District, and upon compliance with the conditions hereinafter stated in subsection (c) of this Section 4.3, the Escrow Agent shall sell, transfer, otherwise dispose of or request the redemption of all or any portion of the Escrowed Securities and apply the proceeds therefrom to purchase Redeemed Bonds or direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by, the United States of America which do not permit the redemption thereof at the option of the obligor.

(c) Any such transaction described in subsections (a) and (b) of this Section 4.3 may be effected by the Escrow Agent only if (1) the Escrow Agent shall have received a written opinion from a recognized firm of certified public accountants that such transaction will not cause the amount of money and securities in the Escrow Fund to be reduced below an amount which will be sufficient, when added to the interest to accrue thereon, to provide for the payment of principal of, redemption premium, if any, and interest on the remaining Redeemed Bonds as they become due, and (2) the Escrow Agent shall have received the unqualified written legal opinion of nationally recognized bond counsel or tax counsel acceptable to the District and the Escrow Agent to the effect that (a) such transaction will not cause any of the Redeemed Bonds to be an “arbitrage bond” within the meaning of the Code and (b) that such transaction complies with the Constitution and laws of the State of Texas and with all relevant documents relating to the issuance of the Redeemed Bonds.

Section 4.4 Arbitrage.

The District hereby covenants and agrees that it shall never request the Escrow Agent to exercise any power hereunder or permit any part of the money in the Escrow Fund or proceeds from the sale of Escrowed Securities to be used directly or indirectly to acquire any securities or obligations if the exercise of such power or the acquisition of such securities or obligations would cause any Defeased Bond to be an “arbitrage bond” within the meaning of the Code.

ARTICLE FIVE RECORDS AND REPORTS

Section 5.1 Records.

The Escrow Agent shall keep books of record and account in which complete and correct entries shall be made of all transactions relating to the receipt, disbursement, allocation and application of the money and Escrowed Securities deposited to the Escrow Fund and all proceeds thereof, and such books shall be available for inspection at reasonable hours and under reasonable conditions by the District and the holders of the Redeemed Bonds.

Section 5.2 Reports.

For the period beginning on the Escrow Funding Date and ending on December 31, 2022, and for each twelve (12) month period thereafter while this Agreement remains in effect, the Escrow Agent shall prepare and send to the District within thirty (30) days following the end of such period a written report summarizing all transactions relating to the Escrow Fund during such period, including, without limitation, credits to the Escrow Fund as a result of interest payments on or maturities of the Escrowed Securities and transfers from the Escrow Fund to the Paying Agent for the Redeemed Bonds or otherwise, together with a detailed statement of all Escrowed Securities and the cash balance on deposit in the Escrow Fund as of the end, of such period.

ARTICLE SIX
CONCERNING THE ESCROW AGENT

Section 6.1 Representations of Escrow Agent.

The Escrow Agent hereby represents (a) that it is either a (i) Paying Agent for the Redeemed Bonds or (ii) trust company or commercial bank that does not act as a depository for the District and (b) that it has all necessary power and authority to enter into this Escrow Agreement and undertake the obligations and responsibilities imposed upon it herein and that it will carry out all of its obligations hereunder.

Section 6.2 Limitation on Liability.

The liability of the Escrow Agent to transfer funds to the Paying Agent for the Redeemed Bonds for the payments of the principal of, redemption premium, if any, and interest on the Redeemed Bonds shall be limited to the proceeds of the Escrowed Securities and the cash balances from time to time on deposit in the Escrow Fund. Notwithstanding any provision contained herein to the contrary, the Escrow Agent shall have no liability whatsoever for the insufficiency of funds from time to time in the Escrow Fund or any failure of the obligor of the Escrowed Securities to make timely payment thereon, except for its obligation to notify the District promptly of any such occurrence.

The recitals herein and in the proceedings authorizing the Redeemed Bonds shall be taken as the statements of the District and shall not be considered as made by, or imposing any obligation or liability upon, the Escrow Agent. The Escrow Agent is not a party to the Redeemed Bond Orders and in its capacity as Escrow Agent is not responsible for or bound by any of the provisions thereof. In its capacity as Escrow Agent, it is agreed that the Escrow Agent need look only to the terms and provisions of this Escrow Agreement.

The Escrow Agent makes no representation as to the value, condition or sufficiency of the Escrow Fund, or any part thereof, or as to the title of the District thereto, or as to the security afforded thereby or hereby, and the Escrow Agent shall incur no liability or responsibility with respect to any of such matters.

It is the intention of the District and the Escrow Agent that the Escrow Agent shall never be required to use or advance its own funds or otherwise incur personal financial liability in the performance of any of its duties or the exercise of any of its rights and powers hereunder.

The Escrow Agent shall not be liable for the performance of any duties, except such duties as are specifically set forth in this Escrow Agreement, and no implied covenants or obligations shall be read into this Escrow Agreement. Nothing herein contained shall relieve the Escrow Agent from liability for its own negligent action, negligent failure to act or willful misconduct, except that this sentence shall not be construed to limit the effect of the immediately preceding sentence. The Escrow Agent shall not incur any liability for any error of judgment made in good faith by a responsible officer thereof, unless it shall be proved that it was negligent in ascertaining the pertinent facts. The Escrow Agent shall be protected in acting upon any notice, resolution, request, consent, order, certificate, report, opinion, bond or other paper or document believed by it to be genuine, and to have been signed or presented by the proper party or parties. The Escrow Agent may consult with counsel, and the opinion of such counsel shall be full and complete authorization and protection in respect of any action taken or suffered by it in good faith and in accordance therewith. The Escrow Agent may execute any of the trusts or powers hereunder or perform any duties hereunder either directly or by or through agents, attorneys, custodians or nominees appointed with due care, and shall not be responsible for any willful misconduct on the part of any agent, attorney, custodian or nominee so appointed.

Unless it is specifically provided otherwise herein, the Escrow Agent has no duty to determine or inquire into the happening or occurrence of any event or contingency or the performance or failure of performance of the District with respect to arrangements or contracts with others, with the Escrow Agent's sole duty hereunder being to safeguard the Escrow Fund and to dispose of and deliver the same in accordance with this Escrow Agreement. If, however, the Escrow Agent is called upon by the terms of this Escrow Agreement to determine the occurrence of any event or contingency, the Escrow Agent shall be obligated, in making such determination, only to exercise reasonable care and diligence, and in the event of error in making such determination the Escrow Agent shall be liable only for its own negligence or willful misconduct. In determining the occurrence of any such event or contingency the Escrow Agent may request from the District or any other person such reasonable additional evidence as the Escrow Agent in its discretion may deem necessary to determine any fact relating to the occurrence of such event or contingency, and in this connection may make inquiries of, and consult with, the District, among others, at any time.

The Escrow Agent shall not be liable for any action taken or neglected to be taken by it in good faith in the exercise of reasonable care and believed by it to be within the discretion or power conferred upon it by this Escrow Agreement, nor shall the Escrow Agent be responsible for the consequences of any error of judgment; nor shall the Escrow Agent be answerable, except for its own neglect or fault, for any loss unless the same shall have been through its negligence or willful misconduct.

In the absence of bad faith, the Escrow Agent may rely conclusively upon the truth, completeness and accuracy of the statements, certificates, opinions, resolutions and other documents conforming to the requirements of this Escrow Agreement, and shall not be obligated to make any independent investigation with respect thereto.

To the full extent permitted by law, the District agrees to indemnify, defend and hold the Escrow Agent harmless from and against any and all loss, damage, tax, liability and expense that may be incurred by the Escrow Agent arising out of or in connection with its acceptance or appointment as Escrow Agent hereunder, including attorneys' fees and expenses of defending

itself against any claim or liability in connection with, its performance hereunder except that the Escrow Agent shall not be indemnified for any loss, damage, tax, liability, or expense resulting from its own negligence or willful misconduct. The foregoing indemnification shall survive the termination of this Escrow Agreement or the resignation or removal of the Escrow Agent for any reason.

Section 6.3 Compensation.

On the Escrow Funding Date, the District will pay _____ for performing its services as Escrow Agent hereunder and for all expenses incurred or to be incurred by the Escrow Agent in the administration of this Escrow Agreement, the fees set out in Exhibit A. If the Escrow Agent is requested to perform any extraordinary services hereunder, the District hereby agrees to pay reasonable fees to the Escrow Agent for such extraordinary services and to reimburse the Escrow Agent for all expenses incurred by the Escrow Agent in performing such extraordinary services. It is expressly provided that the Escrow Agent shall look only to the District for the payment of such additional fees and reimbursement of such additional expenses. The Escrow Agent hereby agrees that in no event shall it ever assert any claim or lien against the Escrow Fund for any fees for its services, whether regular, additional or extraordinary, as Escrow Agent, or in any other capacity, or for reimbursement for any of its expenses.

The Escrow Agent, in its capacity as the Paying Agent for the Redeemed Bonds, agrees to continue to act as paying agent for the Redeemed Bonds for the life of such bonds, under the fee schedule currently in effect for such bonds, with the remedy for nonpayment being solely an action against the District for amounts owing under the Paying Agent Agreement. The fees will continue to be paid by the District, and in no instance will the proceeds of the Escrow Fund be used to pay the fees of the Paying Agent for the Redeemed Bonds.

Section 6.4 Successor Escrow Agents.

If at any time the Escrow Agent or its legal successor or successors should become unable, through operation of law or otherwise, to act as escrow agent hereunder, or if its property and affairs shall be taken under the control of any state or federal court or administrative body because of insolvency or bankruptcy or for any other reason, a vacancy shall forthwith exist in the office of Escrow Agent hereunder. In such event the District, by appropriate action, shall promptly appoint a successor Escrow Agent to fill such vacancy. If no successor Escrow Agent shall have been appointed by the District within sixty (60) days of such vacancy, a successor may be appointed by the holders of a majority in aggregate principal amount of the Redeemed Bonds then outstanding by an instrument or instruments in writing filed with the District, signed by such holders or by their duly authorized attorneys. If, in a proper case, no appointment of a successor Escrow Agent shall be made pursuant to the foregoing provisions of this section within three months after a vacancy shall have occurred, the holder of any Redeemed Bond then outstanding may apply to any court of competent jurisdiction to appoint a successor Escrow Agent. Such court may thereupon, after such notice, if any, as it may deem proper, prescribe and appoint a successor Escrow Agent.

Any successor Escrow Agent shall be qualified to act in such capacity under Chapter 1207, Texas Government Code, as amended, and shall be a corporation organized and doing business under the laws of the United States or the State of Texas, authorized under such laws to exercise

corporate trust powers, having a combined capital and surplus of at least \$50,000,000 and subject to supervision or examination by federal or state authority.

Any successor Escrow Agent shall execute, acknowledge and deliver to the District and the Escrow Agent an instrument accepting such appointment hereunder, and the Escrow Agent shall execute and deliver an instrument transferring to such successor Escrow Agent, subject to the terms of this Agreement, all the rights, powers and trusts of the Escrow Agent hereunder. Upon the request of any such successor Escrow Agent, the District shall execute any and all instruments in writing for more fully and certainly vesting in and confirming to such successor Escrow Agent all such rights, powers and duties. The Escrow Agent shall pay over to its successor Escrow Agent a proportional part of the Escrow Agent's fee paid hereunder.

The Escrow Agent at the time acting hereunder may at any time resign and be discharged from the escrow hereby created by giving not less than sixty (60) days' written notice to the District specifying the date when such resignation will take effect. No such resignation shall take effect unless a successor Escrow Agent shall have been appointed by the holders of the Redeemed Bonds or by the District as herein provided and such successor Escrow Agent shall have accepted such appointment, in which event such resignation shall take effect immediately upon the appointment and acceptance of a successor Escrow Agent. If an instrument of acceptance by a successor Escrow Agent shall not have been delivered to the Escrow Agent within 60 days after the giving of such notice of resignation, the resigning Escrow Agent may petition any court of competent jurisdiction for the appointment of a successor Escrow Agent.

The Escrow Agent may be removed at any time with thirty (30) days' prior notice by an instrument or concurrent instruments in writing delivered to the Escrow Agent and to the District and signed by the holders of a majority in aggregate principal amount of the Redeemed Bonds then outstanding.

**ARTICLE SEVEN
MISCELLANEOUS**

Section 7.1 Notices.

Any notice, authorization, request or demand required or permitted to be given hereunder shall be made or given in writing and shall be deemed to have been duly given when mailed by registered or certified mail, postage prepaid, addressed as follows:

To the Escrow Agent:

Attention:

To the District:

South Texas College
3201 W. Pecan Blvd.
McAllen, Texas 78501
Attention: Vice President for Finance and Administrative Services

The United States Post Office registered or certified mail receipt showing delivery of the aforesaid shall be conclusive evidence of the date and fact of delivery. Either party hereto may change the address to which notices are to be delivered by giving to the other party not less than ten (10) days' prior written notice thereof.

Section 7.2 Termination of Responsibilities.

Upon the taking by the Escrow Agent of all the actions as described herein, the Escrow Agent shall have no further obligations or responsibilities hereunder to the District, the holders of the Redeemed Bonds or to any other person or persons in connection with this. Escrow Agreement.

Section 7.3 Binding Agreement; Amendment.

This Escrow Agreement shall be binding upon the District and the Escrow Agent and their respective successors and legal representatives and shall inure solely to the benefit of the holders of the Redeemed Bonds, the District, the Escrow Agent and their respective successors and legal representatives. This Escrow Agreement shall not be subject to amendment without the written consent of the holders of all Redeemed Bonds then outstanding.

Section 7.4 Severability.

If any one or more of the provisions contained in this Escrow Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this Escrow Agreement, but this Escrow Agreement shall be construed as if such invalid or illegal or unenforceable provision had never been contained herein.

Section 7.5 Governing Law.

This Escrow Agreement shall be governed exclusively by the provisions hereof and by the applicable laws of the State of Texas.

Section 7.6 Time of Essence.

Time shall be of the essence in the performance of obligations from time to time imposed upon the Escrow Agent by this Escrow Agreement.

Section 7.7 Iran, Sudan, and Foreign Terrorist Organizations. The Escrow Agent represents that neither it nor any of its parent company, wholly- or majority-owned subsidiaries, and other affiliates is a company identified on a list prepared and maintained by the Texas Comptroller of Public Accounts under Section 2252.153 or Section 2270.0201, Texas Government Code, and posted on any of the following pages of such officer's internet website:

<https://comptroller.texas.gov/purchasing/docs/sudan-list.pdf>,
<https://comptroller.texas.gov/purchasing/docs/iran-list.pdf>, or
<https://comptroller.texas.gov/purchasing/docs/fto-list.pdf>.

The foregoing representation is made solely to comply with Section 2252.152, Texas Government Code, and neither the Escrow Agent nor any wholly- or majority-owned subsidiaries,

and other affiliates, if any, that the United States government has affirmatively declared to be excluded from its federal sanctions regime relating to Sudan or Iran or any federal sanctions regime relating to a foreign terrorist organization. The Escrow Agent understands “affiliate” to mean any entity that controls, is controlled by, or is under common control with the Escrow Agent and exists to make a profit. Notwithstanding anything contained herein, the representations and covenants contained in this section shall survive termination of the agreement until the statute of limitations has run.

Section 7.9 Contract Value. The Escrow Agent hereby verifies that this Agreement has a value of less than \$100,000 and shall not exceed the dollar limitations set forth in Sections 2271.002, 2274.002, and 2276.002 of the Texas Government Code.

[Execution Page Follows]

Draft

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

SOUTH TEXAS COLLEGE

By: _____
Chair, Board of Trustees

ATTEST:

By: _____
Secretary, Board of Trustees

Draft

_____, as Escrow Agent

By: _____
Name: _____
Title: _____

Address: As listed in Section 7.1 hereof

ATTEST:

By: _____
Name: _____
Title: _____

Draft

Exhibit A

Fee Schedule

Draft

Exhibit B

Schedule of Redeemed Bonds

South Texas College District Limited Tax Refunding Bonds, Taxable Series 2020,” dated July 1, 2020 (the “Bonds”), bearing interest, and stated to mature as follows:

<u>Maturity Date</u> *	<u>Principal Amount Outstanding (\$)</u> *	<u>Amount Being Redeemed (\$)</u> *	<u>Interest Rate (%)</u> *
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Draft

* Complete with final redemption information.

Review and Action as Necessary to Recommend Record Vote and Schedule a Public Hearing Regarding Adoption of the Proposed Tax Rate that Exceeds the No-New-Revenue Tax Rate and/or the Voter-Approval Tax Rate

Purpose and Justification – Administration requests Board approval by record vote to schedule a public hearing regarding adoption of the proposed tax rate that exceeds the no-new-revenue tax rate and/or the voter-approval tax rate.

A taxing unit is required to hold a public hearing and publish newspaper ads before adopting a tax rate if that tax rate exceeds the no-new-revenue tax rate and/or the voter-approval tax rate.

At the August 12, 2024, Finance, Audit, and Human Resources Committee, the following options were reviewed:

- Option 1 – Do not use the Interest and Sinking reserve funds and no defeasance of bond debt
- Option 2 – Use the Interest and Sinking reserve funds to lower the debt tax rate to maintain the same total tax rate
- Option 3 – Maintain the same debt tax rate as fiscal year 2024 by increasing the bond debt by \$2,050,000 and issue a bond defeasance for Bond Taxable Series 2020.

The Committee recommended Board approval of Option 3, to maintain the same debt tax rate as fiscal year 2024 and issue a bond defeasance for Bond Taxable Series 2020 as presented.

The Tax Assessors for Hidalgo County and Starr County determined South Texas College’s rates to be the following for Option 3:

	M&O RATE	DEBT RATE	RATE	REVENUE
No-New-Revenue Tax Rate (Formerly Effective Tax Rate)			\$0.1506	\$92,566,457
Voter-Approval Tax Rate (Formerly Rollback Tax Rate)	\$0.1393	\$0.0227	\$0.1620	\$98,979,871
Proposed Tax Rate	\$0.1393	\$0.0227	\$0.1620	\$98,979,871

The proposed tax rate exceeds the no-new-revenue tax rate but does not exceed the voter-approval tax rate and, therefore, the Board must take record vote and schedule a public hearing.

Enclosed Documents - The Notice of Public Hearing and the Roll Call Vote of Members of the Board form follow in the packet for the Board's information and review.

Administration requests Board approval by record vote to schedule a public hearing on September 24, 2024 at 5:15 PM before adopting the proposed tax rate of \$0.1650, which exceeds the no-new-revenue rate/or the voter-approval tax rate.

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

The Board of Trustees of South Texas College approves and authorize by record vote to schedule a public hearing, on September 24, 2024 at 5:15 PM before adopting the proposed tax rate of \$0.1620, which exceeds the no-new-revenue rate and/or the voter-approval tax rate.

Approval Recommended:

Dr. Ricardo J. Solis
President

NOTICE OF MEETING TO VOTE ON TAX RATE

A tax rate of \$0.0000 per \$100 valuation has been proposed by the governing body of South Texas College.

PROPOSED TAX RATE	\$0.0000 per \$100
NO- NEW- REVENUE TAX RATE	\$0.1556 per \$100
VOTER- APPROVAL TAX RATE	\$0.1620 per \$100

The no-new-revenue tax rate is the tax rate for the 2024 tax year that will raise the same amount of property tax revenue for South Texas College from the same properties in both the 2023 tax year and the 2024 tax year.

The voter-approval rate is the highest tax rate that South Texas College may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is not greater than the no-new-revenue tax rate. This means that South Texas College is not proposing to increase property taxes for the 2024 tax year.

A PUBLIC MEETING TO VOTE ON THE PROPOSED TAX RATE WILL BE HELD ON September 26, 2024 AT 5:15 PM AT South Texas College Board Roomo Annex Bldg 2nd Floor 3201 W. Pecan, McAllen, Texas.

The proposed tax rate is also not greater than the voter-approval tax rate. As a result, South Texas College is not required to hold an election to seek voter approval of the rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the South Texas College of South Texas College at their offices or by attending the public meeting mentioned above.

YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

$$\text{Property tax amount} = (\text{tax rate}) \times (\text{taxable value of your property}) / 100$$

FOR the proposal:

AGAINST the proposal:

PRESENT and not
voting:

ABSENT:

Visit [Texas.gov/PropertyTaxes](https://www.texas.gov/PropertyTaxes) to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by South Texas College last year to the taxes proposed to be imposed on the average residence homestead by South Texas College this year.

	2023	2024	Change
Total tax rate (per \$100 of value)	\$0.1615	\$0.0000	decrease of -0.1615 per \$100, or -100.00%
Average homestead taxable value	\$136,768	\$142,221	increase of 3.99%
Tax on average homestead	\$220.88	\$0.00	decrease of -220.88, or -100.00%
Total tax levy on all properties	\$85,128,230	\$0	decrease of -85,128,230, or -100.00%

For assistance with tax calculations, please contact the tax assessor for South Texas College at 956-872-3558 or marye@southtexascollege.edu, or visit www.southtexascollege.edu for more information.

Roll Call Vote of Members of the Board

Take Record Vote to Schedule A Public Hearing for Proposed Tax Rate that Exceeds the No-New-Revenue Tax Rate and it is less than or equal to the Voter-Approval Tax Rate

Public Hearing – September 24, 2024 at 5:15 p.m.

August 27, 2024

Alejo Salinas, Jr.:	Yea_____	Nay_____	Absent_____
Paul R. Rodriguez:	Yea_____	Nay_____	Absent_____
Danny Guzman:	Yea_____	Nay_____	Absent_____
Rose Benavidez:	Yea_____	Nay_____	Absent_____
Dalinda Gonzalez-Alcantar:	Yea_____	Nay_____	Absent_____
Victoria Cantú:	Yea_____	Nay_____	Absent_____
David De Los Rios:	Yea_____	Nay_____	Absent_____

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 the items. 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 request an item or items 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 Facilities Committee recommended Board action on the following items as presented:

- a. Approval to Contracting Construction Services for the District Wide Stucco Repainting at Pecan Campus, Mid Valley Campus, and Starr County Campus
- b. Approval of Substantial Completion of the Nursing and Allied Health Campus NAH East Building A Generators Replacement
- c. Approval of Substantial Completion of the Pecan Campus South Academic Building J Generator Replacement
- d. Approval of Final Completion of the Regional Center for Public Safety Excellence Two-Story Residential First Training Structure
- e. Approval of Final Completion of the District Wide Flooring Replacement at Mid Valley Campus Student Union Building F
- f. Approval of Annual Facility Usage Agreements for the Kinesiology Program
- g. Approval of Ratification of Activities Related to the Emergency Repairs at Pecan Campus Physical Plant Building E Cooling Towers and Approval of Necessary Additional Repairs

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 – g of the Facilities Committee Consent Agenda as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Consent Agenda:

a. Approval on Contracting Construction Services for the District Wide Stucco Repainting at Pecan Campus, Mid Valley Campus, and Starr County Campus

Administration recommends Board approval to contract construction services for the District Wide Stucco Repainting at Pecan Campus, Mid Valley Campus, and Starr County Campus project will be requested at the Board meeting.

Scheduling Priority

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

Background

On June 27, 2023, the Board approved this project as part of the College’s Renewals & Replacements projects.

Request for Proposals (RFP) - The solicitation process was as follows:

Advertised RFP	July 10, 2024 and July 17, 2024
RFP Responses Due	July 25, 2024
RFP Issued To	Forty-Five (45) Vendors
Responses Received From	Six (6) Vendors
Responses Reviewed By	Facilities Operations and Maintenance, Facilities Planning and Construction, and the Purchasing Department
Highest Ranked Vendor	Pecan Campus – Calidad Construction, LLC Mid Valley Campus – AJ3 Construction, LLC Starr County Campus – AJ3 Construction, LLC

Highest Ranked Vendor

College staff reviewed and evaluated the competitive sealed proposal and recommend **Calidad Construction, LLC** in the amount of \$66,000.00 for the Pecan Campus, **AJ3 Construction, LLC** in the amount of \$173,367.80 for the Mid Valley Campus, and **AJ3 Construction, LLC** in the amount of \$114,587.52 for the Starr County Campus as the highest ranked vendors.

Funding Source

Project Location	Highest Ranked Vendor	Construction Budget	Highest Ranked Proposal Amount	Construction Budget Variance
Pecan Campus	Calidad Construction, LLC	\$89,700.00	\$66,000.00	\$23,700.00
Mid Valley Campus	AJ3 Construction, LLC	\$200,000.00	\$173,367.80	\$26,632.20

Starr County Campus	AJ3 Construction, LLC	\$250,000.00	\$114,587.52	\$135,412.48
Total Amount		\$539,700.00	\$353,955.32	\$185,774.68

Funds for the District Wide Stucco Repainting at Pecan Campus Project 2024-014R, Mid Valley Campus Project 2024-009R, and Starr County Campus Project 2024-011R are budgeted in the FY 2023-2024 Renewals & Replacements Fund in the amount of \$539,700 for construction.

Estimated Project Timeline

Construction for this project is to commence in September 2024 and Substantial Completion in November 2024.

Enclosed Documents

Site plans of the project are enclosed. The evaluation team members completed evaluations for the firms and prepared the enclosed scoring and ranking summary.

The Committee recommended Board approval of contracting construction services with **Calidad Construction, LLC** in the amount of \$66,000.00 for the Pecan Campus, **AJ3 Construction, LLC** in the amount of \$173,367.80 for the Mid Valley Campus, and **AJ3 Construction, LLC** in the amount of \$114,587.52 for the Starr County Campus for the District Wide Stucco Repainting at Pecan Campus, Mid Valley Campus, and Starr County Campus project 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 contracting construction services with **Calidad Construction, LLC** in the amount of \$66,000.00 for the Pecan Campus, **AJ3 Construction, LLC** in the amount of \$173,367.80 for the Mid Valley Campus, and **AJ3 Construction, LLC** in the amount of \$114,587.52 for the Starr County Campus for the District Wide Stucco Repainting at Pecan Campus, Mid Valley Campus, and Starr County Campus project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President



**SOUTH TEXAS
COLLEGE**

District Wide - Repainting of Exterior Stucco Phase II

District Wide Repainting of Exterior Stucco Phase II Pecan Campus Building L, N & T Project Site



Support Services-
Building N

Cooper Center for
Performing Arts-
Building L

Social Science -
Building T

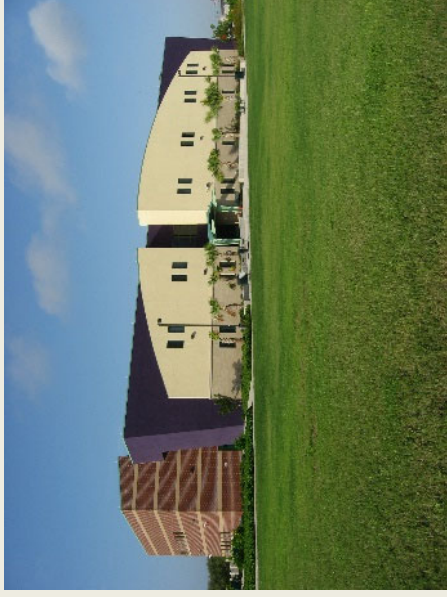
Information
Technology -
Building M



District Wide Repainting of Exterior Stucco Phase II Pecan Campus Building L, M, N and T



Building L



Building M



Building N



Building T

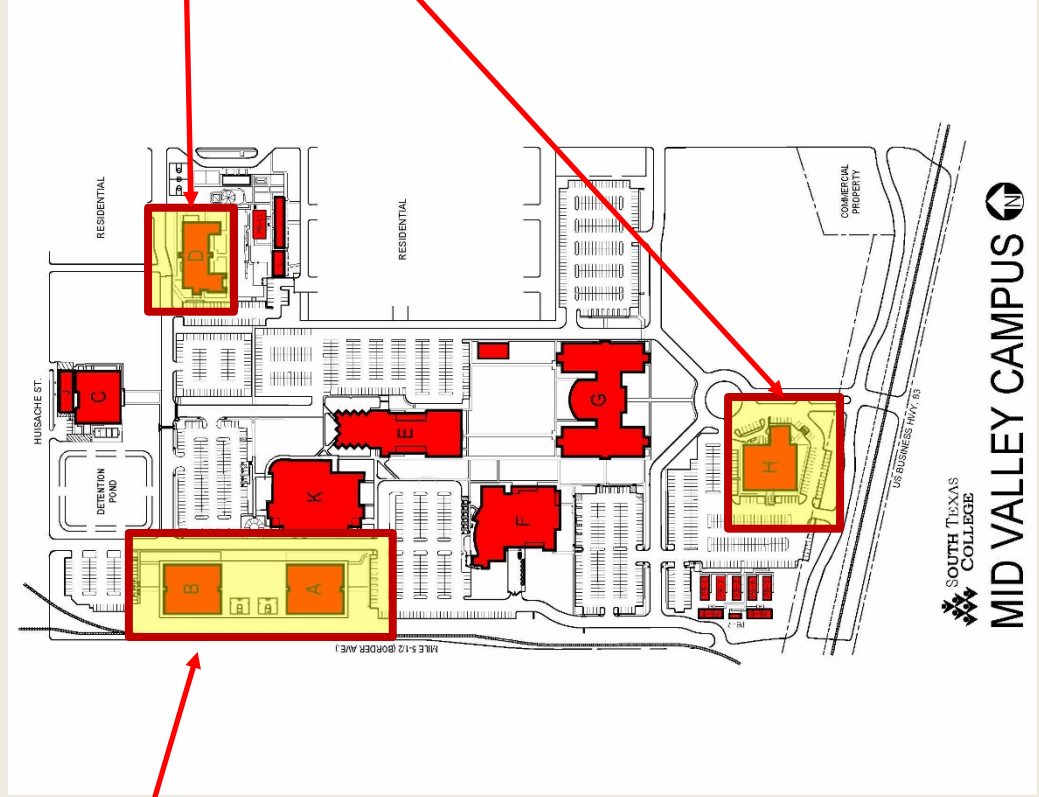
District Wide Repainting of Exterior Stucco Phase II Mid Valley Campus Building A, B, D & H Project Site



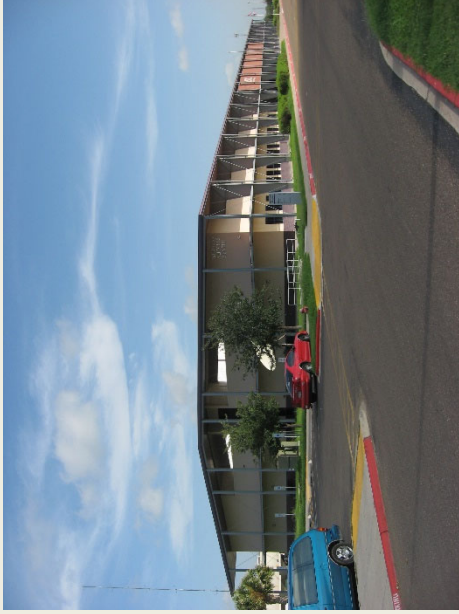
Nursing and Allied Health - Building B & Center for Learning Excellence - Building A

Workforce Center - Building D

South Academic Building H



District Wide Repainting of Exterior Stucco Phase II Mid Valley Campus Buildings A,B, D and H Photos



Building D

Building A & B



Building H

District Wide Repainting of Stucco Phase II Starr County Campus Building D, F & J Project Site



Manuel Benavides
Jr. Rural Technology
Center - Building J

Workforce Center
- Building D

Cultural Arts
Center-
Building F

District Wide Repainting of Stucco Phase II Starr County Campus Buildings D, F, and J



Building D



Building F



Building J

District Wide - Repainting of Exterior Stucco Phase II



Requested By

Part of the Renew and Replace yearly budget

Scope of work

Repainting of Exterior Stucco: Pecan Campus, Mid Valley Campus and Starr County Campus.

Pecan Campus: L, N, M and T

Mid Valley Campus: A, B, N and H

Starr County Campus: D, F and J

Estimated Total Project Budget

Construction	\$ 950,000
Miscellaneous	<u>9,000</u>
Total Project Budget	\$ 959,000

**SOUTH TEXAS COLLEGE
DISTRICT-WIDE REPAINTING OF EXTERIOR STUCCO MID VALLEY CAMPUS, PECAN CAMPUS, AND STARR COUNTY CAMPUS
PROJECT NO. 24-25-1012**

NAME	AJ3 Construction L.L.C.	Calidad Construction, LLC	RGV Renovations, LLC	TADCO Roofing	Terra Fuerte Construction, LLC.
ADDRESS	2900 N Texas Blvd., Suite 201 Weslaco, TX 78599	7512 N 17th St McAllen, TX 78504	PO Box 720551 McAllen, TX 78504	902 E Onrassa Rd Edinburg, TX 78542	614 E Frontage Rd Alamo, TX 78516
CITY/STATE/ZIP	956-536-8568/956-447-2000	956-460-3614	956-638-0290	956-961-4736	956-844-6146
PHONE	956-447-2003				
FAX	Arturo Gonzalez	Arturo Garza III	Josh Zurbaran	Javier Ramos	Rolando Leal
CONTACT	Proposed	Proposed	Proposed	Proposed	Proposed
#	Description				
Mid-Valley Campus					
1	Building A Base Bid Amount	\$ 49,409.82	\$ 75,000.00	\$ 165,785.00	\$ 82,320.00
2	Building B Base Bid Amount	\$ 49,409.83	\$ 75,000.00	\$ 165,785.00	\$ 82,320.00
3	Building D Base Bid Amount	\$ 31,206.20	\$ 49,000.00	\$ 101,115.00	\$ 52,920.00
4	Building H Base Bid Amount	\$ 43,341.95	\$ 69,600.00	\$ 158,250.00	\$ 76,440.00
	Mid Valley Campus Total	\$ 173,367.80	\$ 268,600.00	\$ 590,935.00	\$ 294,000.00
Pecan Campus					
5	Begin Work Within	5-10 Working Days	10 Working Days	30 Working Days	75 Working Days
6	Completion of Work Within	45 Calendar Days	30 Calendar Days	180 Calendar Days	10 Calendar Days
	Total Evaluation Points	87.272	68.84	55.63	71.76
	Ranking	1	3	4	2
Pecan Campus					
7	Building L Base Bid Amount	\$ 19,374.70	\$ 30,000.00	\$ 54,015.00	\$ 21,000.00
8	Building M Base Bid Amount	\$ 34,443.90	\$ 18,600.00	\$ 28,590.00	\$ 37,800.00
9	Building N Base Bid Amount	\$ 7,893.39	\$ 8,400.00	\$ 55,940.00	\$ 64,400.00
10	Building T Base Bid Amount	\$ 10,046.13	\$ 9,000.00	\$ 52,770.00	\$ 16,800.00
	Pecan Campus Total	\$ 71,758.12	\$ 66,000.00	\$ 191,315.00	\$ 140,000.00
Starr County Campus					
11	Begin Work Within	5-10 Working Days	10 Working Days	40 Working Days	45 Working Days
12	Completion of Work Within	45 Calendar Days	30 Calendar Days	77 Calendar Days	10 Calendar Days
	Total Evaluation Points	84.67	84.8	45.87	68.24
	Ranking	2	1	5	3

SOUTH TEXAS COLLEGE
DISTRICT-WIDE REPAINTING OF EXTERIOR STUCCO MID VALLEY CAMPUS, PECAN CAMPUS, AND STARR COUNTY CAMPUS
PROJECT NO. 24-25-1012

		AJ3 Construction L.L.C.	Calidad Construction, LLC	RGV Renovations, LLC	TADCO Roofing	Terra Fuerte Construction, LLC.
NAME		2900 N Texas Blvd., Suite 201 Weslaco, TX 78599	7512 N 17th St McAllen, TX 78504	PO Box 720551 McAllen, TX 78504	902 E Onrassa Rd Edinburg, TX 78542	614 E Frontage Rd Alamo, TX 78516
ADDRESS		956-536-8568/956-447-2000	956-460-3614	956-638-0290	956-961-4736	956-844-6146
CITY/STATE/ZIP		956-447-2003				
PHONE		Arturo Gonzalez	Arturo Garza III	Josh Zurbaran	Javier Ramos	Rolando Leal
FAX		Proposed	Proposed	Proposed	Proposed	Proposed
CONTACT		#	Description			
Starr County Campus						
13	Building D Base Bid Amount	\$ 36,813.88	\$ 50,000.00		\$ 105,440.00	\$ 74,400.00
14	Building J Base Bid Amount	\$ 37,668.00	\$ 50,000.00		\$ 182,810.00	\$ 88,800.00
15	Building F Base Bid Amount	\$ 40,105.64	\$ 50,000.00		\$ 131,000.00	\$ 76,800.00
Starr County Campus Total		\$ 114,587.52	\$ 150,000.00		\$ 419,250.00	\$ 240,000.00
Starr County Campus						
16	Begin Work Within	5-10 Working Days	10 Working Days		30 Working Days	60 Working Days
17	Completion of Work Within	45 Calendar Days	30 Calendar Days		150 Calendar Days	10 Calendar Days
18	Bid Bond Provided	Yes	Yes	Yes	Yes	Yes
Total Evaluation Points		88.29	74.17		54.94	67.42
Ranking		1	2		4	3

The Interim Director of Purchasing has reviewed all the responses and evaluations completed.

SOUTH TEXAS COLLEGE DISTRICT-WIDE REPAINTING OF EXTERIOR STUCCO MID VALLEY CAMPUS, PECAN CAMPUS AND STARR COUNTY CAMPUS -- PECAN CAMPUS PROJECT NO. 24-25-1012 EVALUATION SUMMARY											
VENDOR		AJ3 Construction L.L.C.	Calidad Construction, LLC		RGV Renovations, LLC	TADCO Roofing	Terra Fuerte Construction, LLC.				
ADDRESS		2900 N Texas Blvd., Suite 201	7512 N 17th St		PO Box 720551	902 E Owassa Rd	P O Box 5657				
CITY/STATE/ZIP		Weslaco, TX 78599	McAllen, TX 78504		McAllen, TX 78504	Edinburg, TX 78542	McAllen, TX 78502				
PHONE		56-536-8568/956-447-200	956-460-3614		956-638-0290	956-961-4736	956-358-4041				
FAX		956-447-2003				956-961-4736					
CONTACT		Arturo Gonzalez		Arturo Garza III	Josh Zurbaran	Javier Ramos		Rolando Leal			
1	The Respondent's price proposal. (up to 45 points)	41.38	41.38	45	45	11.88	11.88	15.52	15.52	21.21	21.21
		41.38		45		11.88		15.52		21.21	
		41.38		45		11.88		15.52		21.21	
		41.38		45		11.88		15.52		21.21	
		41.38		45		11.88		15.52		21.21	
2	The Respondent's experience and reputation. (up to 10 points)	8	8.2	8	7	6	6.4	8	8.1	8	8.5
		9		7		6		8		9	
		7		7		6		8		8	
		9		7		7		9		9	
		8		6		7		8.5		8.5	
3	The quality of the Respondent's goods or services. (up to 10 points)	8	8.2	8	7	6	6.6	8	8.1	8	8.5
		9		7		6		9		9	
		7		7		6		8		8	
		9		7		7		7		9	
		8		6		8		8.5		8.5	
4	The Respondent's safety record (up to 5 points)	4	3.8	3	3.4	3	3.2	4	4.1	4	4.26
		4		4		3		4		4.5	
		3		3		2		4		4	
		4		4		4		4		4	
		4		3		4		4.5		4.8	
5	The Respondent's proposed personnel. (up to 8 points)	7	6.6	5	5.6	5	6	7	7.1	7	7.26
		7		6		6		7		7.5	
		6		6		5		7		7	
		7		6		7		7		7	
		6		5		7		7.5		7.8	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 8 points)	7	6.2	5	5.8	5	5.6	7	7.4	7	7.16
		7		5		6		8		7	
		5		6		4		7		7	
		6		6		7		7		7	
		6		7		6		8		7.8	
7	The Respondent's organization and approach to the project. (up to 6 points)	5	4.2	3	4	3	3.8	8	5.9	5	5.26
		5		3		4		6		5.5	
		4		5		3		5		5	
		5		4		5		5		5	
		2		5		4		5.5		5.8	
8	The Respondent's time frame for completing the project. (up to 7 points)	5.09	5.09	7	7	2.39	2.39	3.11	3.11	5.09	5.09
		5.09		7		2.39		3.11		5.09	
		5.09		7		2.39		3.11		5.09	
		5.09		7		2.39		3.11		5.09	
		5.09		7		2.39		3.11		5.09	
9	The impact on the ability to the district to comply with the laws and rules relating to historically underutilized business. (up to 1 points)	1	1	0	0	0	0	1	1	1	1
		1		0		0		1		1	
		1		0		0		1		1	
		1		0		0		1		1	
		1		0		0		1		1	
TOTAL EVALUATION POINTS		84.67		84.8	45.87	60.33		68.24			
RANKING		2		1	5	4		3			

The Interim Director of Purchasing has reviewed all the responses and evaluations completed.

SOUTH TEXAS COLLEGE DISTRICT-WIDE REPAINTING OF EXTERIOR STUCCO MID VALLEY CAMPUS, PECAN CAMPUS, AND STARR COUNTY CAMPUS -- MID VALLEY CAMPUS PROJECT NO. 24-25-1012 EVALUATION SUMMARY								
VENDOR		AJ3 Construction L.L.C.	Calidad Construction, LLC		TADCO Roofing		Terra Fuerte Construction, LLC.	
ADDRESS		2900 N Texas Blvd., Suite 201	7512 N 17th St		902 E Owassa Rd		P O Box 5657	
CITY/STATE/ZIP		Weslaco, TX 78599	McAllen, TX 78504		Edinburg, TX 78542		McAllen, TX 78502	
PHONE		56-536-8568/956-447-200	956-460-3614		956-961-4736		956-358-4041	
FAX		956-447-2003			956-961-4736			
CONTACT		Arturo Gonzalez	Arturo Garza III		Javier Ramos		Rolando Leal	
1	The Respondent's price proposal. (up to 45 points)	45	29.04	29.04	13.2	13.2	26.53	26.53
		45	29.04		13.2		26.53	
		45	29.04		13.2		26.53	
		45	29.04		13.2		26.53	
		45	29.04		13.2		26.53	
2	The Respondent's experience and reputation. (up to 10 points)	8	8	7	8	8.1	8	8.5
		9	7		7		9	
		7	7		8		8	
		9	7		9		9	
		8	6		8.5		8.5	
3	The quality of the Respondent's goods or services. (up to 10 points)	8	8	7	8	8.1	8	8.5
		9	7		9		9	
		7	7		8		8	
		9	7		7		9	
		8	6		8.5		8.5	
4	The Respondent's safety record (up to 5 points)	4	3	3.4	4	4.1	4	4.26
		4	4		4		4.5	
		3	3		4		4	
		4	4		4		4	
		4	3		4.5		4.8	
5	The Respondent's proposed personnel. (up to 8 points)	7	5	5.6	7	7.1	7	7.26
		7	6		7		7.5	
		6	6		7		7	
		7	6		7		7	
		6	5		7.5		7.8	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 8 points)	7	5	5.8	7	7.4	7	7.16
		7	5		8		7	
		5	6		7		7	
		6	6		7		7	
		6	7		8		7.8	
7	The Respondent's organization and approach to the project. (up to 6 points)	5	3	4	5	5.3	5	5.26
		5	3		6		5.5	
		4	5		5		5	
		5	4		5		5	
		2	5		5.5		5.8	
8	The Respondent's time frame for completing the project. (up to 7 points)	5.09	7	7	1.33	1.33	3.29	3.29
		5.09	7		1.33		3.29	
		5.09	7		1.33		3.29	
		5.09	7		1.33		3.29	
			7		1.33		3.29	
9	The impact on the ability to the district to comply with the laws and rules relating to historically underutilized business. (up to 1 points)	1	0	0	1	1	1	1
		1	0		1		1	
		1	0		1		1	
		1	0		1		1	
		1	0		1		1	
TOTAL EVALUATION POINTS		87.272	68.84		55.63		71.76	
RANKING		1	3		4		2	

The Interim Director of Purchasing has reviewed all the responses and evaluations completed.





**SOUTH TEXAS COLLEGE
DISTRICT-WIDE REPAINTING OF EXTERIOR STUCCO MID VALLEY CAMPUS, PECAN CAMPUS, AND STARR COUNTY CAMPUS
PROJECT NO. 24-25-1012
EVALUATION SUMMARY**

VENDOR		AJ3 Construction L.L.C.		Calidad Construction, LLC		TADCO Roofing		Terra Fuerte Construction, LLC.	
ADDRESS		2900 N Texas Blvd., Suite 201		7512 N 17th St		902 E Owassa Rd		P O Box 5657	
CITY/STATE/ZIP		Weslaco, TX 78599		McAllen, TX 78504		Edinburg, TX 78542		McAllen, TX 78502	
PHONE		956-536-8568/956-447-2000		956-460-3614		956-961-4736		956-358-4041	
FAX		956-447-2003				956-961-4736			
CONTACT		Arturo Gonzalez		Arturo Garza III		Javier Ramos		Rolando Leal	
1	The Respondent's price proposal. (up to 45 points)	45	45	34.37	34.37	12.29	12.29	21.48	21.48
		45		34.37		12.29		21.48	
		45		34.37		12.29		21.48	
		45		34.37		12.29		21.48	
		45		34.37		12.29		21.48	
2	The Respondent's experience and reputation. (up to 10 points)	8	8.2	8	7	8	8.1	8	8.5
		9		7		7		9	
		7		7		8		8	
		9		7		9		9	
		8		6		8.5		8.5	
3	The quality of the Respondent's goods or services. (up to 10 points)	8	8.2	8	7	8	8.1	8	8.5
		9		7		9		9	
		7		7		8		8	
		9		7		7		9	
		8		6		8.5		8.5	
4	The Respondent's safety record (up to 5 points)	4	3.8	3	3.4	4	4.1	4	4.26
		4		4		4		4.5	
		3		3		4		4	
		4		4		4		4	
		4		3		4.5		4.8	
5	The Respondent's proposed personnel. (up to 8 points)	7	6.6	5	5.6	7	7.1	7	7.26
		7		6		7		7.5	
		6		6		7		7	
		7		6		7		7	
		6		5		7.5		7.8	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 8 points)	7	6.2	5	5.8	7	7.4	7	7.16
		7		5		8		7	
		5		6		7		7	
		6		6		7		7	
		6		7		8		7.8	
7	The Respondent's organization and approach to the project. (up to 6 points)	5	4.2	3	4	5	5.3	5	5.26
		5		3		6		5.5	
		4		5		5		5	
		5		4		5		5	
		2		5		5.5		5.8	
8	The Respondent's time frame for completing the project. (up to 7 points)	5.09	5.09	7	7	1.55	1.55	4	4
		5.09		7		1.55		4	
		5.09		7		1.55		4	
		5.09		7		1.55		4	
		5.09		7		1.55		4	
9	The impact on the ability to the district to comply with the laws and rules relating to historically underutilized business. (up to 1 points)	1	1	0	0	1	1	1	1
		1		0		1		1	
		1		0		1		1	
		1		0		1		1	
		1		0		1		1	
TOTAL EVALUATION POINTS		88.29		74.17		54.94		67.42	
RANKING		1		2		4		3	

The Interim Director of Purchasing has reviewed all the responses and evaluations completed.



Project Fact Sheet
7/29/2024

Diaz Flooring		District Wide Stucco Repainting Phase II - Pecan Campus				Project No.		2024-014R	
Funding Source(s):		Renewals & Replacements Fund							
		FY 23-24							
		Total		FY 23-24		Variance of			
		Project Budget		Actual		Project Budget			
		Expenditures		Expenditures		vs. Actual			
		Expenditures		Expenditures		Expenditures			
Construction:		\$ 500,000.00	\$ -	\$ 500,000.00					
Design:		-	-	-					
Miscellaneous:		3,000.00	-	3,000.00					
FFE:		-	-	-					
Technology:		-	-	-					
Total:		\$ 503,000.00	\$ -	\$ 503,000.00					
Project Team						Board Status			
Approval to Solicit :	N/A	Board Approval of Schematic Design		NA	Contract Amount		Actual Expenditures		Variance
Architect/Engineer:	N/A				TBD				\$ -
Contractor:		Substantial Completion		TBD	Board Acceptance		TBD		
STC FPC Project Manager:	Samuel Saldana	Final Completion		TBD	Board Acceptance		TBD		
Project Description		Project Scope							
Painting of Exterior Stucco for Building(s) - Cooper Center for Performing Arts Building L, Information Technology Building M, Institutional Support Services Building N, and Social Sciences Building T.		Painting of Exterior Stucco - continuing project for painting of exterior stucco walls on various buildings on the Pecan Campus.							
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 Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In		
N/A	N/A	N/A	8/27/2024	9/15/2024	11/22/2024	12/17/2024	N/A		
Project Calendar of Expenditures by Fiscal Year									
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total			
2023-24	-	-	-	-	-	-			
Project Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Current Agenda Item									
8/13/2024 Facilities Committee Meeting: Review and Recommend Action on Contracting Construction Services for the District Wide Stucco Repainting at Pecan Campus, Mid Valley Campus, and Starr County Campus									
<div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;">  <p>Cooper Center for Performing Arts Building L</p> </div> <div style="text-align: center;">  <p>Information Technology Building M</p> </div> <div style="text-align: center;">  <p>Institutional Support Services Building N</p> </div> <div style="text-align: center;">  <p>Social Sciences Building T</p> </div> <div style="text-align: right; margin-right: 50px;"> <p>Pecan Campus</p> </div> </div>									





FPC Project Manager SPS

FPC Asst. Director Rita Gell

FPC Director RDA



Project Fact Sheet
7/29/2024

Diaz Flooring		District Wide Stucco Repainting Phase II - Mid Valley Campus				Project No.	2024-009R
Funding Source(s):		Renewals & Replacements Fund					
		FY 23-24					
		FY 23-24		Variance of Project			
		Total	Actual	Budget vs. Actual			
		Project Budget	Expenditures	Expenditures			
Construction:		\$ 200,000.00	\$ -	\$ 200,000.00			
Design		-	-	-			
Miscellaneous:		3,000.00	-	3,000.00			
FFE:		-	-	-			
Technology:		-	-	-			
Total:		\$ 203,000.00	\$ -	\$ 203,000.00			
Project Team				Board Status			
Approval to Solicit :	N/A	Board Approval of Schematic Design		NA	Vendor	Contract Amount	Actual Expenditures
Architect/Engineer:	N/A				TBD	\$ -	\$ -
Contractor:		Substantial Completion		TBD	Board Acceptance	TBD	
Contractor:							
STC FPC Project Manager:	Samuel Saldana	Final Completion		TBD	Board Acceptance	TBD	
Project Description				Project Scope			
Painting of Exterior Stucco for Building(s) - Center for Learning Excellence Building A, Nursing and Allied Health Building B, Workforce Center Building D, and South Academic Building H				Painting of Exterior Stucco - continuing project for painting of exterior stucco walls on various buildings on the Mid-Valley Campus.			
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 Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
N/A	N/A	N/A	8/27/2024	9/15/2024	11/22/2024	12/17/2024	N/A
Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2023-24	-	-	-	-	-	\$ -	\$ -
Project Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current Agenda Item							
8/13/2024 Facilities Committee Meeting: Review and Recommend Action on Contracting Construction Services for the District Wide Stucco Repainting at Pecan Campus, Mid Valley Campus, and Starr County Campus							
Mid Valley Campus							
							
Center for Learning Excellence Building A	Nursing and Allied Health Building B	Workforce Center Building D	South Academic Building H				




FPC Project Manager SPF

FPC Asst. Director Rita G...

FPC Director RDA



Project Fact Sheet
7/29/2024

Diaz Flooring		District Wide Stucco Repainting Phase II - Starr County Campus				Project No. 2024-011R	
Funding Source(s):		Renewals & Replacements Fund					
		FY 23-24					
		FY 23-24		Variance of Project			
		Total	Actual	Budget vs. Actual			
		Project Budget	Expenditures	Expenditures			
Construction:		\$ 250,000.00	\$ -	\$	\$ 250,000.00		
Design		-	-		-		
Miscellaneous:		3,000.00	-		3,000.00		
FFE:		-	-		-		
Technology:		-	-		-		
Total:		\$ 253,000.00	\$ -	\$	253,000.00		
Project Team		Board Approval			Board Status		
Approval to Solicit :	N/A	of Schematic NA			Contract		Actual
Architect/Engineer:	N/A	Design			Vendor	Amount	Expenditures
Contractor:					\$	-	\$
Contractor:					\$	-	\$
		Substantial			Board Acceptance		
		Completion TBD			Board Acceptance TBD		
STC FPC Project Manager:	Samuel Saldana	Final Completion TBD			Board Acceptance TBD		
Project Description		Project Scope					
Painting of Exterior Stucco for Building(s) - Workforce Center Building D, Cultural Arts Center Building F, and Manuel Benavides JR Rural Technology Center Building J		Painting of Exterior Stucco - continuing project for painting of exterior stucco walls on various buildings on the Starr County Campus.					
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 Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
N/A	N/A	N/A	8/27/2024	9/15/2024	11/22/2024	12/17/2024	N/A
Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2023-24	-	-	-	-	-	\$ -	\$ -
Project Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current Agenda Item							
8/13/2024 Facilities Committee Meeting: Review and Recommend Action on Contracting Construction Services for the District Wide Stucco Repainting at Pecan Campus, Mid Valley Campus, and Starr County Campus							
Starr County Campus							
							
Workforce Center Building D		Cultural Arts Center Building F		Manuel Benavides Jr. Rural Technology Center Building J			

FPC Project Manager SPF

FPC Asst. Director Rita G. Mc

FPC Director RDA

Consent Agenda:

**b. Approval on Substantial Completion of the Nursing and Allied Health Campus
NAH East Building A Generators Replacement**

Administration requests approval of substantial completion of the Nursing and Allied Health Campus NAH East Building A Generators Replacement project will be requested at the Board Meeting:

Project	Completion Recommended	Date Received
1. Nursing and Allied Health Campus NAH East Building A Generators Replacement Project 2022-023R Engineer: DBR Engineering Consultants, Inc. Contractor: Metro Electric, Inc.	Substantial Completion Recommended	July 10, 2024

This project has been developed through the annual Deferred Maintenance process. It has been reviewed by the Facilities Planning & Construction and Facilities Operations & Maintenance departments, Administration, the President’s Cabinet, the Coordinated Operations Council, and the Board of Trustees. This project was scheduled as a non-educational and routine improvement to upgrade the power supply redundancy.

College staff and the Engineer visited the site and developed a construction punch list on July 10, 2024. 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 Metro Electric, Inc. The original cost approved for this project was \$201,403.

The following table summarizes the current budget status:

Nursing and Allied Health Campus NAH East Building A Generators Replacement					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$375,000.00	\$201,403.00	\$0	\$201,403.00	\$190,857.85	\$10,545.15

Enclosed Documents

A copy of the Substantial Completion Certificate and photos are enclosed for the Board’s review and information.

The Committee recommended Board approval of substantial completion of the Nursing and Allied Health Campus NAH East Building A Generators Replacement project 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 of substantial completion of the Nursing and Allied Health Campus NAH East Building A Generators Replacement project as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Nursing and Allied Health Campus NAH East Building A Generators Replacement



Nursing and Allied Health Campus NAH East Building A Generators Replacement





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Certificate of Substantial Completion

PROJECT: *(name and address)*
South Texas College - Pecan Campus and
Nursing and Allied Health Campus -
Generator Replacement
RFP 22-23-1014

CONTRACT INFORMATION:
Contract For: General Construction

CERTIFICATE INFORMATION:
Certificate Number: 001

Date: November 9, 2022

Date: July 10, 2024

OWNER: *(name and address)*
South Texas College
3200 West Pecan Boulevard, Building N,
Suite 179
McAllen, TX 78501

ARCHITECT: *(name and address)*
DBR Engineering Consultants, Inc.
200 S 10th Street, Suite 901
McAllen, Texas 78501

CONTRACTOR: *(name and address)*
Metro Electric, Inc.
1901 Industrial Drive.
McAllen, Texas 78504

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Substantial Completion for Nursing and Allied Health Campus Generator Only

DBR Engineering
Consultants, Inc.

Hugo H. Avila,, Principal

July 10, 2024

ARCHITECT *(Firm Name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

July 10, 2024

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

Punch list has been attached.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$Equal to retainage amount

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Metro Electric, Inc.

MICHAEL A. GERDEL-PROJ 7.15.24

CONTRACTOR *(Firm Name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE

South Texas College

OWNER *(Firm Name)*

SIGNATURE



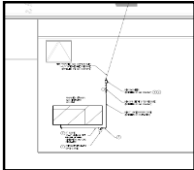

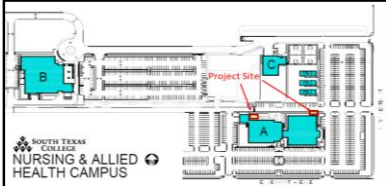
PRINTED NAME AND TITLE

DATE

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User Notes:

(3B9ADA4C)

Project Name: Nursing and Allied Health Campus - East Building A Generator Replacement		Project No.: 2022-023R																						
Funding Source(s): Renewals & Replacement Fund																								
		FY 21-22		FY 22-23		FY 23-24																		
	Total Project Budget	*Revised Project Budget	FY 21-22 Project Budget	FY 21-22 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	FY 22-23 Project Budget	FY 22-23 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	FY 23-24 Project Budget	FY 23-24 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Total Actual Expenditures To Date												
Construction:	\$ 375,000.00	\$ 201,403.00	\$ 375,000.00	\$ -	\$ 375,000.00	\$ 375,000.00	\$ 45,194.54	\$ 329,805.46	\$ 343,764.00	\$ 145,663.31	\$ 198,100.69	\$ 190,857.85												
Design:	37,500.00	37,500.00	37,500.00	18,281.25	19,218.75	20,719.00	1,778.55	18,940.45	25,588.00	1,570.94	24,017.06	21,630.74												
Miscellaneous:	9,500.00	9,500.00	9,500.00	503.66	8,996.34	9,500.00	-	9,500.00	10,000.00	1,660.00	8,340.00	2,163.66												
FFE:	-	-	-	-	-	-	-	-	-	-	-	-												
Technology:	-	-	-	-	-	-	-	-	-	-	-	-												
Total:	\$ 422,000.00	\$ 248,403.00	\$ 422,000.00	\$ 18,784.91	\$ 403,215.09	\$ 405,219.00	\$ 46,973.09	\$ 358,245.91	\$ 379,352.00	\$ 148,894.25	\$ 230,457.75	\$ 214,652.25												
*Revised Project Budget based on the Construction cost amount.																								
Project Team				Board Status																				
Approval to Solicit Architect/Engineer:	9/28/2021			Board Approval of Schematic Design					<table border="1"> <thead> <tr> <th>Vendor</th> <th>Contract Amount</th> <th>Actual Expenditures</th> <th>Variance</th> </tr> </thead> <tbody> <tr> <td>DBR Engineering</td> <td align="right">\$ 24,375.00</td> <td align="right">\$ 21,630.74</td> <td align="right">\$ 2,744.26</td> </tr> <tr> <td>Metro Electric</td> <td align="right">\$ 201,403.00</td> <td align="right">\$ 190,857.85</td> <td align="right">\$ 10,545.15</td> </tr> </tbody> </table>				Vendor	Contract Amount	Actual Expenditures	Variance	DBR Engineering	\$ 24,375.00	\$ 21,630.74	\$ 2,744.26	Metro Electric	\$ 201,403.00	\$ 190,857.85	\$ 10,545.15
Vendor	Contract Amount	Actual Expenditures	Variance																					
DBR Engineering	\$ 24,375.00	\$ 21,630.74	\$ 2,744.26																					
Metro Electric	\$ 201,403.00	\$ 190,857.85	\$ 10,545.15																					
Architect/Engineer:	DBR Engineering			N/A																				
Contractor:	Metro Electric			Substantial Completion 7/10/2024					Board Acceptance TBD															
STC FPC Project Manager:	Samuel Saldana			Final Completion TBD					Board Acceptance TBD															
Project Description				Project Scope																				
Replace the two existing diesel generators with two natural gas generators that provides continuous power without the need to refuel.				Replace two (2) existing diesel generators with two (2) natural gas generators, and providing a new natural gas service to each generator.																				
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 Approval of Substantial Completion Date	Board Approval of Completion Date	Final	FFE Completion of Move In																
9/28/2021	3/29/2022	N/A	9/27/2022	11/15/2022	8/27/2024	9/24/2024		N/A																
Project Calendar of Expenditures by Fiscal Year																								
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Miscellaneous	Project Total																	
2021-22	\$ -	\$ 18,281.25	\$ -	\$ 503.66	\$ -	\$ -	\$ 18,784.91																	
2022-23	\$ 45,194.54	\$ 1,778.55	\$ -	\$ -	\$ -	\$ -	\$ 46,973.09																	
2023-24	\$ 145,663.31	\$ 1,570.94	\$ -	\$ 1,660.00	\$ -	\$ -	\$ 148,894.25																	
Project Total	\$ 190,857.85	\$ 21,630.74	\$ -	\$ 2,163.66	\$ -	\$ -	\$ 214,652.25																	
Current Agenda Item																								
08/13/2024 Facilities Committee Meeting - Review and Recommend Action on Substantial Completion of the Nursing Allied Health Campus Generator Replacement																								
																								
		West Side Building A	East Side Building A																					

FPC Project Manager

SJS

FPC Asst. Director

Rita Geller

FPC Director

RDDA

Consent Agenda:

c. Approval on Substantial Completion of Pecan Campus South Academic Building J Generator Replacement

Administration requests Board approval of substantial completion of the Pecan Campus South Academic Building J Generator Replacement project.

Project		Completion Recommended	Date Received
1.	Pecan Campus South Academic Building J Generator Replacement Project 2022-019R Engineer: DBR Engineering Consultants, Inc. Contractor: Metro Electric, Inc.	Substantial Completion Recommended	August 9, 2024

This project has been developed through the annual Deferred Maintenance process. It has been reviewed by the Facilities Planning & Construction and Facilities Operations & Maintenance departments, Administration, the President’s Cabinet, the Coordinated Operations Council, and the Board of Trustees. This project was scheduled as a non-educational and routine improvement to upgrade the power supply redundancy.

College staff and the Engineer visited the site and developed a construction punch list on August 9, 2024. 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 Metro Electric, Inc. The original cost approved for this project was \$339,251.

The following table summarizes the current budget status:

Pecan Campus South Academic Building J Generator Replacement					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$250,000.00	\$339,251.00	\$0	\$339,251.00	\$302,178.85	\$32,072.15

Enclosed Documents

A copy of the Substantial Completion Certificate and photos are enclosed for the Board’s review and information.

The Committee recommended Board approval of the substantial completion of the Pecan Campus South Academic Building J generator replacement.

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 of substantial completion of the Pecan Campus South Academic Building J Generator Replacement project as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Pecan Campus South Academic Building J Generator Replacement



DRAFT

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Certificate of Substantial Completion

PROJECT: <i>(name and address)</i> South Texas College - Pecan and Nursing and Allied Health Campus - Generator Replacement RFP 22-23-1014	CONTRACT INFORMATION: Contract For: General Construction Date: 10/21/2022	CERTIFICATE INFORMATION: Certificate Number: 002 Date: 08/09/2024
OWNER: <i>(name and address)</i> South Texas College 3200 West Pecan Boulevard, Building N, Suite 179 McAllen, TX 78501	ARCHITECT: <i>(name and address)</i> DBR Engineering Consultants, Inc. 200 S 10th Street, Suite 901 McAllen, Texas 78501	CONTRACTOR: <i>(name and address)</i> Metro Electric, Inc. 1901 Industrial Drive, McAllen, Texas 78504

The Work identified below has been reviewed and found, to the Architect’s best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Substantial Completion for Pecan Campus South Academic Bldg. J Generator Only

DBR Engineering
Consultants, Inc.

ARCHITECT *(Firm Name)*

SIGNATURE

Hugo H. Avila

PRINTED NAME AND TITLE

August 9, 2024

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

08/09/24

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

Punch list has been attached

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$Equal to retainage amount

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner’s and Contractor’s legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Metro Electric, Inc
CONTRACTOR (*Firm Name*)

SIGNATURE

PRINTED NAME AND TITLE

DATE

South Texas College
OWNER (*Firm Name*)


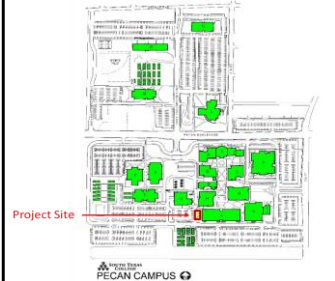
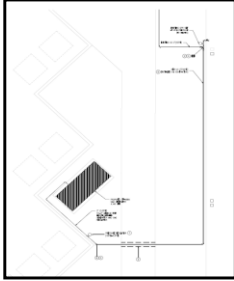
SIGNATURE

PRINTED NAME AND TITLE

DATE

TEL
BY
A

Project Fact Sheet
7/29/2024

Project Name: Pecan Campus - South Academic Building J Generator Replacement			Project No.: 2022-019R									
Funding Source(s): Renewals & Replacement Fund												
			FY 21-22			FY 22-23			FY 23-24			
			FY 21-22		Variance of	FY 22-23		Variance of	FY 23-24		Variance of	
		*Revised Total Project	Project Budget		Actual	Project Budget		Actual	Project Budget		Actual	
	Total Project Budget	Budget	Project Budget	Expenditures	Expenditures	Project Budget	Expenditures	Expenditures	Project Budget	Expenditures	Expenditures	Total Actual Expenditures To Date
Construction:	\$ 250,000.00	\$ 339,251.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 250,000.00	\$ 57,973.75	\$ 192,026.25	\$ 480,699.00	\$ 244,205.10	\$ 236,493.90	\$ 302,178.85
Design:	25,000.00	25,000.00	20,000.00	12,187.50	7,812.50	\$ 13,813.00	\$ 1,694.55	\$ 12,118.45	\$ 18,425.00	\$ 2,646.16	\$ 15,778.84	16,528.21
Miscellaneous:	5,000.00	6,250.00	6,250.00	503.58	5,746.42	\$ 6,250.00	\$ -	\$ 6,250.00	\$ -	\$ -	\$ -	503.58
FFE:	-	-	-	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Technology:	-	-	-	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total:	\$ 280,000.00	\$ 370,501.00	\$ 76,250.00	\$ 12,691.08	\$ 63,558.92	\$ 270,063.00	\$ 59,668.30	\$ 210,394.70	\$ 499,124.00	\$ 252,272.74	\$ 319,210.64	\$ 319,210.64
*Revised Project Budget based on the Construction amount.												
Project Team						Board Status						
Approval to Solicit Architect/Engineer:	9/28/2021		Board Approval of Schematic Design N/A			Vendor		Contract Amount		Actual Expenditures		Variance
Architect/Engineer:	DBR Engineering					DBR Engineering		\$ 17,410.00	\$ 16,528.21	\$ 881.79		
Contractor:	Metro Electric					Metro Electric		\$ 339,251.00	\$ 302,178.85	\$ 37,072.15		
STC FPC Project Manager:	Samuel Saldana		Substantial Completion			TBD	Board Acceptance		TBD			
			Final Completion			TBD	Board Acceptance		TBD			
Project Description						Project Scope						
Replace the existing diesel generator with a natural gas generator that provides continuous power without the need to refuel.						Replace existing diesel generator with a natural gas generator, and providing new natural gas service to the new generator.						
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 Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In					
9/28/2021	3/29/2022	NA	9/27/2022	11/15/2022	8/27/2024	9/27/2024	N/A					
Project Calendar of Expenditures by Fiscal Year												
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total						
2021-22	\$ -	\$ 12,187.50	\$ 503.58	\$ -	\$ -	\$ 12,691.08						
2022-23	\$ 57,973.75	\$ 1,694.55	\$ -	\$ -	\$ -	\$ 59,668.30						
2023-24	\$ 244,205.10	\$ 2,646.16	\$ -	\$ -	\$ -	\$ 246,851.26						
Project Total	\$ 302,178.85	\$ 16,528.21	\$ 503.58	\$ -	\$ -	\$ 319,210.64						
Current Agenda Item												
8/13/2204 Facilities Committee Meeting: Review and Recommend Action on Substantial Completion for the Pecan Campus South Academic Building J Generator Replacement												
												

FPC Project Manager SPS

FPC Asst. Director Rita Gillette

FPC Director RADA

Consent Agenda:

d. Review and Recommend Action on Final Completion of the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure

Administration requests Board approval of final completion of the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure project.

Project		Completion Recommended	Date Received
1.	Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure Project 2022-015C Engineer: Martinez Architects Contractor: 5 Star GC Construction, LLC.	Final Completion Recommended	August 6, 2024

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.

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 by 5 Star GC Construction, LLC. The original cost approved for this project was \$2,465,000.

The following table summarizes the current budget status:

Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$1,681,228.00	\$2,465,000.00	\$27,237.75	\$2,492,237.75	\$2,320,360.99	\$171,876.76

Enclosed Documents

A copy of the Final Completion letter and photos are enclosed for the Board's review and information.

The Committee recommended Board approval of the final completion and release of final payment of \$171,876.76 to 5 Star GC Construction, LLC. for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure project 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 final completion and release of final payment of \$171,876.76 to 5 Star GC Construction, LLC. for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure project as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Regional Center for Public Safety Excellence Two-Story Fire Training Structure



Regional Center for Public Safety Excellence Two-Story Fire Training Structure





Construction Certification Completion

Date: August 6, 2024

Project: South Texas College – RCPSE Two-Story Residential Training Structure

Project Number: 22-23-1048

Architect: Martinez Architects, LP

General Contractor: 5 Star GC Construction LLC

To: South Texas College Board of Trustees

The work observed constructed by 5 Star GC Construction LLC has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete and in compliance with the Construction Documents designed and documented by Martinez Architects. During the course of construction, periodic site observations and regular correspondence and coordination efforts with the general contractor were completed confirming the necessary standard of care and expected quality were incorporated into the project. Reviews of the project by local and state authorities having jurisdiction confirm the facility has been constructed in accordance with applicable local and state statutes and regulations. All parties have agreed to and executed the AIA G704-2017 Certificate of Substantial Completion transferring the project from 5 Star GC Construction LLC to South Texas College dated June 20, 2024.

By Accepting this letter of Construction Certification Completion, the Owner and General Contractor have agreed that all terms of the contract between Owner and General Contractor have been met. The itemized tasks and requirements of AIA G704-2017 have been completed to the satisfaction of the Owner and the Owner has approved and released all payments to the General Contractor have been made. The Architect thereby confirms the project is complete.

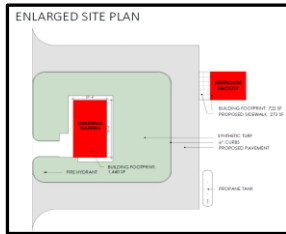
Ricardo Martinez, AIA, LEED AP, NCARB
President, Martinez Architects



Project Fact Sheet
7/29/2024

Project Name:			Regional Center for Public Safety Excellence - Two Story Fire Training Structure			Project No.:			2022-015C			
Funding Source(s):			Unexpended Plant Fund Unexpended Plant Fund									
	Original Project Budget	*Revised Total Project Budget	FY 21-22			FY 22-23			FY 23-24			Total Actual Expenditures To Date
			Project Budget	Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Project Budget	Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Project Budget	Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	
Construction:	\$ 1,250,000.00	\$ 2,465,000.00	\$ 250,000.00	\$ 250,000.00	\$ -	\$ 1,000,000.00	\$ 388,186.62	\$ 611,813.38	\$ 2,848,000.00	\$ 1,932,174.37	\$ 915,825.63	\$ 2,320,360.99
Design:	125,000.00	125,000.00	100,000.00	49,755.83	\$ 50,244.17	68,750.00	97,523.08	\$ (28,773.08)	182,214.00	30,442.75	\$ 151,771.25	177,721.66
Miscellaneous:	31,250.00	31,250.00	31,250.00	240.27	\$ 31,009.73	31,000.00	16,745.35	\$ 14,254.65	39,789.00	18,603.86	\$ 21,185.14	35,589.48
FFE:	68,750.00	68,750.00	-	-	\$ -	68,750.00	-	\$ 68,750.00	68,750.00	-	\$ 68,750.00	-
Technology:	106,250.00	106,250.00	-	-	\$ -	106,250.00	-	\$ 106,250.00	106,250.00	-	\$ 106,250.00	-
Total:	\$ 1,581,250.00	\$ 2,796,250.00	\$ 381,250.00	\$ 49,996.10	\$ 331,253.90	\$ 1,274,750.00	\$ 502,455.05	\$ 772,294.95	\$ 3,245,003.00	\$ 1,981,220.98	\$ 1,263,782.02	\$ 2,533,672.13
*Revised Project Budget based on the Construction cost amount.												
Project Team				Board Status								
Approval to Solicit Architect/Engineer:	9/28/2021		Board Approval of Schematic Design	06/28/2022					Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer:	Martinez Architects								Martinez Architects	\$ 179,888.41	\$ 177,721.66	\$ 2,166.75
Contractor:	5 Star GC Construction		Substantial Completion	6/20/2024	Board Acceptance	7/16/2024			5 Star GC Construction	\$ 2,492,237.75	\$ 2,320,360.99	\$ 171,876.76
STC FPC Project Manager:	Samuel Saldana		Final Completion	TBD	Board Acceptance	TBD						
Project Description				Project Scope								
Design and Construction of a two story fire training structure.				Construction of a 2-story residential building to be used as a fire training structure, including several fire training elements and live fire props. Training Structure: 2,400 SF - Restrooms: 970 SF								
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 Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In					
9/28/2021	1/25/2022	6/28/2022	2/14/2023	4/15/2023	7/16/2024	8/27/2024	N/A					
Project Calendar of Expenditures by Fiscal Year												
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total						
2020-21	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -					
2021-22	-	49,755.83	240.27	-	-	-	49,996.10					
2022-23	388,186.62	97,523.08	16,745.35	-	-	-	49,046.61					
2023-24	1,932,174.37	30,442.75	18,603.86	-	-	-	49,046.61					
Project Total	\$ 2,320,360.99	\$ 177,721.66	\$ 35,589.48	\$ -	\$ -	\$ -	\$ 2,533,672.13					

08/13/2024 Facilities Committee Meeting: Review and Recommend Action on Final Completion of the Regional Center for Public Safety Excellence Two Story Residential Fire Training Structure



Proposed Locations

FPC Project Manager

Sof

FPC Asst. Director

Rita G...

FPC Director

RMA

Consent Agenda:

e. Approval of the Final Completion of the District Wide Flooring Replacement at Mid Valley Campus Student Union Building F

Administration requests Board approval of final completion of District Wide Flooring Replacement at the Mid Valley Campus Student Union Building F project will be requested at the Board Meeting:

Project		Completion Recommended	Date Received
1.	District Wide Flooring Replacements Phase III Project 2024-012R Contractor: Intertech Flooring	Final Completion Recommended	July 25, 2024

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

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 by Intertech Flooring. The original cost approved for this project was \$405,184.

The following table summarizes the current budget status:

District Wide Flooring Replacement 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
\$500,000.00	\$44,384.00	\$0	\$44,384.00	\$0	\$44,384.00

Enclosed Documents

A copy of the Final Completion letter and photos are enclosed for the Boards review and information.

The Committee recommended Board approval of final completion and release of final payment of \$44,384.00 to Intertech Flooring for the District Wide Flooring Replacement at the Mid Valley Campus Student Union Building F project 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 of final completion and release of final payment of \$44,384.00 to Intertech Flooring for the District Wide Flooring Replacement at the Mid Valley Campus Student Union Building F project as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

District Wide Flooring Replacements Phase III
Mid Valley Campus Building F



District Wide Flooring Replacements Phase III
Mid Valley Campus Building F





P.O. BOX 9701
McAllen, TX 78502-9701

Facilities Planning & Construction
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-3737
(956) 872-3747

July 25, 2024

South Texas College
3200 W. Pecan Blvd., Bldg N. Suite 179
McAllen, TX 78501

Re: RFP 23-24-1041 STC District Wide Flooring Replacement Student Union Building F – Mid Valley Campus

South Texas College Facilities Planning and Construction recommends Final Acceptance of the STC **District Wide Flooring Replacement Student Union Building F for Mid Valley Campus** as of **July 18, 2024** and recommends release of final payment to Terra Fuerte Construction LLC.

If you have any questions, please contact our office.



Sincerely,

A handwritten signature in blue ink, appearing to read "Rick de la Garza".

Rick de la Garza, Director
Facilities Planning & Construction
3200 W. Pecan Blvd., Bldg. N. Suite 179
McAllen, TX 78501
Phone: 956-872-3737
Fax: 956-872-3747



Project Fact Sheet 7/29/2024

Diaz Flooring		District Wide - Flooring Replacement Phase III				Project No.		2024-012R		
Funding Source(s):		Renewals & Replacements Fund								
		FY 23-24								
		FY 23-24		Variance of				Total Actual		
		Project Budget		Project Budget		vs. Actual		Expenditures To		
		Expenditures		Expenditures		Expenditures		Date		
Construction:		\$ 500,000.00	\$ 118,715.80	\$ 381,284.20				\$ 118,715.80		
Design		-	-	-				-		
Miscellaneous:		4,000.00	433.23	3,566.77				433.23		
FFE:		-	-	-				-		
Technology:		-	-	-				-		
Total:		\$ 504,000.00	\$ 119,149.03	\$ 384,850.97				\$ 119,149.03		
Project Team		Board Status								
Approval to Solicit :	2/14/2024	Board Approval of Schematic Design		NA	Location		Contract Amount		Actual Expenditures	Variance
Architect/Engineer:	N/A	Design			MVC Bldg. F	Intertech Flooring	\$ 44,384.00		\$ 44,384.00	
Contractor:	Interch Flooring				MVC Bldg. G	Terra Fuerte	\$ 360,800.00	\$ 118,715.80	\$ 242,084.20	
Contractor:	Terra Fuerte				PCN Bldg. F	Diaz Flooring	\$ 18,160.00		\$ 18,160.00	
					Tech Bldg. B	Mohawk	\$ 1,007.79		\$ 1,007.79	
		Substantial Completion		Building F: 06/18/2024	Board Acceptance		TBD			
STC FPC Project Manager:	Samuel Saldana	Final Completion		TBD	Board Acceptance		TBD			
Project Description		Project Scope								
Replacing various flooring material district wide due to flooring reaching their life expectancy. Request for Proposals or Request for Quotes are issued depending on the estimated construction cost.		Every fiscal year, different facilities are scheduled to have the flooring replaced. Maintenance developed a flooring priority schedule determining which flooring material needs to be replaced. Average six flooring replacements per fiscal year.								
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 Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In			
N/A	N/A	N/A	4/23/2024	5/20/2024	8/13/2024	9/24/2024	N/A			
Project Calendar of Expenditures by Fiscal Year										
Fiscal Year	Construction		Design	Miscellaneous		FFE	Tech		Project Total	
2023-24	118,715.80		-	433.23		-	-		\$ 119,149.03	
Project Total	\$ 118,715.80		\$ -	\$ 433.23		\$ -	\$ -		\$ 119,149.03	
Current Agenda Item										
08/13/2024 Facilities Committee Meeting: Review and Recommend Action on Final Completion of the District Wide Flooring Replacement Phase III at Mid Valley Campus Student Union Building F										
				<p>Mid-Valley Campus</p>						

FPC Project Manager SPF

FPC Asst. Director Rita G...

FPC Director RMA

Consent Agenda:

f. Approval on Annual Facility Usage Agreements for the Kinesiology Program

Administration requests Board approval of the FY 2024 – 2025 annual facility usage agreements for use by the Kinesiology Program will be requested at the Board meeting.

Purpose

Approval of annual facility usage agreements for various locations that host student instruction will be requested for FY 2024 – 2025.

Justification

Various locations are needed to accommodate the Kinesiology program courses offered at South Texas College. The facilities needed are course specific (ex. golf, swimming, tennis, bowling, etc.).

Background

The College leases facilities on an annual basis which are used for various instructional purposes. The facilities will provide for Bowling, Golf, Basketball, Volleyball, Swimming, Softball, Soccer, Flag Football, and Tennis courses in the Kinesiology Program for the Fall 2024, Spring 2025, and Summer 2025 semesters.

The following includes examples of facilities at which kinesiology courses may be offered.

- City of McAllen
 - Boys and Girls Club Othal Brand Center
 - Boys and Girls Club Roney Center
 - Boys and Girls Club Pool
 - Las Palmas Park
 - Los Encinos Park Tennis Courts
 - Municipal Baseball Complex
 - Municipal Pool
 - Champion Lakes Golf Course
 - Parks and Recreation Bicentennial Soccer Field
 - Westside Park
- City of Mission
 - Bannworth Park
 - Parks & Recreation North Side Pool
- City of Weslaco
 - Weslaco City Park
 - Harlon Block Park (Weslaco, TX)
- Main Event (Pharr, TX)
- Flamingo Bowl (McAllen, TX)
- McAllen ISD – McAllen High School Tennis Courts

Additional facilities may be required at which the Kinesiology program may offer courses due to unforeseen circumstances. In these circumstances, the President will be asked to review and approve the use of various facilities as needed, pursuant to Policy 6130.

Funding Source

Funds will be budgeted in the proposed FY 2024 - 2025 Physical Education Facility Rental budget. The total estimated amount is budgeted at \$36,978 for the facility usage agreements.

The Committee recommended Board approval of the FY 2024 – 2025 annual facility usage agreements for use by the Kinesiology program 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 of the FY 2024 – 2025 annual facility usage agreements for use by the Kinesiology program as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

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 Del Paz and Rick de la Garza will be present to respond to questions and address concerns of the Board.

**FY 2023 - 2024 Capital Improvement Projects
Project Milestone with Board Approved Dates**

#	Projects	FPC Project Managers	Architect/Engineer	Schematic Designs Board Approved	Contractor	Start / NTP Date	Substantial Completion Date	Final Completion
Pecan Campus								
1	New Continuing Education Bldg and Testing Center	DV	12/6/2024	4/23/2024	1/28/2025	2/25/2025	3/24/2026	4/28/2026
2	Pecan West Parking & Site Improvements	DV	1/31/2023	N/A	2/25/2025	4/1/2025	1/27/2026	2/24/2026
3	North Academic Humanities Bldg P Renovation for Administrative and Support Services Office	DV	Abel City, LLC 5/26/22	1/31/2023	Holchemont LTD 6/27/2023	7/25/2023	2/27/2024	5/28/2024
4	Pecan Campus Kinesiology Bldg Q Phase I	SS	Boultinghouse Simpson Gates Architects 6/28/22	6/27/2023	TBD	TBD	TBD	TBD
5	Cooper Center for Performing Arts Bldg L Expansion and Renovations for the Music and Dance Programs	MV	Brown Reynolds Watford Architects 6/28/22	10/31/2023	10/29/2024	12/4/2024	1/27/2026	2/24/2026
6	Ann Richards Administration Bldg A Additional Parking Lot	DV	R. Gutierrez Engineering Corporation 11/29/2022	3/28/2023	GST Construcion 7/25/2023	9/10/2023	4/23/2024	4/23/2024
7	Business and Science Bldg G Engineering Lab Renovation	TBD	-	-	-	-	-	-
8	Student Services Building K Renovation	SS	-	-	-	-	-	-
9	Operations Support Center Building Z	RC	-	-	-	-	-	-

**FY 2023 - 2024 Capital Improvement Projects
Project Milestone with Board Approved Dates**

#	Projects	FPC Project Managers	Architect/ Engineer	Schematic Designs Board Approved	Contractor	Start / NTP Date	Substantial Completion Date	Final Completion
Pecan Plaza								
10	Human Resources Building A Renovation	DV	-	-	-	-	-	-
11	East Building B Renovation for Cosmetology	MV	10/29/2024	4/22/2025	11/25/2025	1/14/2026	12/15/2026	1/15/2027
Mid-Valley Campus								
12	Workforce Center Building D Welding Expansion	MV	PBK Architects 10/26/21	6/28/2022	Holchemont LTD 1/31/2023	4/10/2023	7/23/2024	8/27/2024
13	Workforce Building M Automotive Expansion	MV	PBK Architects 10/26/21	6/28/2022	Holchemont LTD 1/31/2023	4/10/2023	6/25/2024	8/27/2024
14	North Academic Building C HVAC-R Classroom and Outdoor Covered Area	MV	PBK Architects 10/26/21	6/28/2022	Holchemont LTD 1/31/2023	4/10/2023	6/25/2024	8/27/2024
15	Student Union Building F Financial Aid Renovation	TBD	-	-	-	-	-	-
Technology Campus								
11	Welding Lab Expansion Bldg	SS	EGV Architects 2/22/22	8/23/2022	Kimber 1985 7/25/2023	9/13/2023	9/23/2024	10/27/2024
12	Truck Driving Range Expansion	DV	R. Gutierrez Engineering Corporation 11/29/2022	N/A	GST Construction 7/25/2023	9/10/2023	11/28/2023	4/23/2024
13	Exterior Solar Panel Structure	SS	Sames Inc. 9/28/21	6/28/2022	Rio United 2/14/2023	4/14/2023	8/22/2023	9/26/2023
14	Institute for Advanced Manufacturing Bldg E Collaboration Lab Renovation	TBD	-	-	-	-	-	-

**FY 2023 - 2024 Capital Improvement Projects
Project Milestone with Board Approved Dates**

#	Projects	FPC Project Managers	Architect/Engineer	Schematic Designs Board Approved	Contractor	Start / NTP Date	Substantial Completion Date	Final Completion
Nursing & Allied Health Campus								
15	East Building A Renovation of Radiology Lab to Multipurpose Skills Lab	TBD	-	-	-	-	-	-
16	East Building A Breakroom and Offices Expansion Renovation	TBD	-	-	-	-	-	-
17	Systems Offices Building E Renovation	DV	5/28/2024	9/24/2024	3/25/2025	4/1/2025	3/24/2026	4/28/2026
Starr County Campus								
18	Workforce Center Bldg D Welding Expansion	MV	Gignac Associates 12/10/19	11/23/2021	Kimber 1985 8/23/2022	10/27/2022	9/26/2023	3/26/2024
19	Workforce Bldg Q Automotive Expansion	MV	Abel City Architects 10/26/2021	2/22/2022	Trium Construction 1/31/23	4/12/2023	9/28/2024	10/29/2024
20	North Academic Bldg C HVAC-R Classroom and Outdoor Area	MV	Abel City Architects 10/26/2021	2/22/2022	Trium Construction 1/31/23	4/12/2023	9/28/2024	10/29/2024

**FY 2023 - 2024 Capital Improvement Projects
Project Milestone with Board Approved Dates**

#	Projects	FPC Project Managers	Architect/Engineer	Schematic Designs Board Approved	Contractor	Start / NTP Date	Substantial Completion Date	Final Completion
Regional Center for Public Safety Excellence								
21	Canopy for Safety Training Vehicles	DV	Gignac Associates 7/27/21	1/25/2022	5 Star GC Construction 9/27/2022	11/9/2022	9/26/2023	1/30/2024
22	Canopies for Students/Instructors	DV	Gignac Associates 7/27/21	1/25/2022	5 Star GC Construction 9/27/2022	11/9/2022	9/26/2023	1/30/2024
23	Flammable Liquid and Fire Training Area	DV	Gignac Associates 7/27/21	1/25/2022	5 Star GC Construction 9/27/2022	11/9/2022	9/26/2023	1/30/2024
24	Skills Pad and EVOC Lighting	SS	DBR Engineering 1/25/22	N/A	Metro Electric, Inc. 10/18/22	11/15/2022	3/26/2024	4/23/2024
25	Perimeter Fencing	DV	N/A	TBD	TBD	TBD	TBD	TBD
26	Two-Story Residential Fire Training Structure	SS	Martinez Architects 1/25/22	6/28/2022	5 Star GC Construction 2/14/2023	4/26/2023	7/23/2024	8/27/2024
27	Parking Lot #1 for Additional Spaces	DV	2/27/2024	N/A	9/24/2024	10/15/2024	1/28/2025	2/25/2025

Red text signifies projected dates

South Texas College
Construction Projects Presented to Board of Trustees Report
Fiscal Year 2023-2024
As of July 31, 2024

Total Project Budget Summary	FY24 Unexpended Plant Fund	FY24 Renewal & Replacement Plant Fund
FY 2024 Total Construction Project Budget	\$ 32,144,604.00	\$ 11,290,040.00
Budget Amendment		
Prior to FY 2024 Approved Projects	\$ 36,588,390.50	\$ 4,023,787.90
FY 2024 Proposed and Approved Projects	\$ 14,944,835.00	\$ 800,184.00
FY 2024 Proposed Projects for the Month of July 2024	\$ -	\$ 405,184.00
FY 2024 Total Project Estimated Budget Balance	\$ 17,199,769.00	\$ 10,084,672.00

Project Reference Number	Project Name	Total Project Budget/Actual*	
		CIP Fund	R&R Fund
Board Approved on September 26, 2023			
*2022-006C	Starr County Campus - Substantial completion of the Workforce Center Building D Welding Lab Expansion	\$ 221,924.55	
*2019-016C	Regional Center for Public Safety Excellence - Substantial completion of the Canopy for Safety Training Vehicle	\$ 132,476.01	
*2019-017C	Regional Center for Public Safety Excellence - Substantial completion of the Canopies for Students and Instructors	\$ 39,994.07	
*2019-020C	Regional Center for Public Safety Excellence - Substantial completion of the Flammable Liquid and Gas (F.L.A.G.) Fire Training Area	\$ 102,305.02	
*2022-008C	Technology Campus - Substantial and Final Completion of the Exterior Solar Panel Structure	\$ 210,000.00	
*2022-017R	Pecan Campus - Substantial Completion of the Resurfacing of East Drive Project		\$ 280,876.17
*2023-019R	Pecan Campus - Substantial and Final Completion of the Wide Flooring Replacement Phase II for Student Services Building K		\$ 189,749.00
*2023-019R	Nursing and Allied Health Campus - Substantial and Final Completion of the District Wide Flooring Replacement Phase II for East Building A		\$ 227,686.00
Total Board Approval on September 2023		\$ 706,699.65	\$ 698,311.17
Board Approved on October 31, 2023			
2024	Solicitation of Engineering Services for the following project		
*2024-010R	1- Technology Campus Resurfacing Parking Lot 2 & Regrading Existing Swales		
*2024-008C	2- Regional Center for Public Safety Excellence Parking Lot 1 Additional Spaces	\$ -	
2024	3- District Wide HVAC Replacements Phase 1 at Mid Valley Campus	\$ 2,550,000.00	
*2022-043C	Pecan Campus - Cooper Center for Performing Arts Building L Expansion and Renovations - Schematic Design and Solicitation of Construction Services for the Music & Dance Programs	\$ 4,800,000.00	
*2022-005C	Starr County Campus - Change Order for the Workforce Center Building D Automotive Lab Expansion - from contingency allowance (amount not included on month total)	\$ 61,825.84	
Total Board Approval on October 2023		\$ 7,411,825.84	\$ -

Total Project Budget Summary		FY24 Unexpended Plant Fund	FY24 Renewal & Replacement Plant Fund
Board Approved on November 28, 2023			
*2023-001C	Technology Campus - Substantial Completion of the Truck Driving Range Expansion	\$ 55,744.00	
*2022-017R	Pecan Campus - Final Completion of the Resurfacing of East Drive	\$ 289,069.92	
Total Board Approval on November 2023		\$ 344,813.92	\$ -
Board Approved on December 6, 2023			
No projects were presented			
Total Board Approval on December 2023		\$ -	\$ -
Board Approved on January 30, 2024			
*2021-002C	Pecan West Continuing Education Building A - Architectural Design Fee Proposal for ERO Architects - Estimated Project Budget \$9,087,683	\$ 443,654.14	
*2019-016C, 2019-017C, and 2019-020C	Regional Center for Public Safety Excellence - Final Completion of the Canopy for Safety Training Vehicles, Canopy for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area	\$ 1,659,250.00	
2024	District Offices - Contracting Architectural Services for the Building Renovation. Estimated Project Budgeted \$ \$5,000,000	\$ 400,000.00	
Total Board Approval on January 2024		\$ 2,502,904.14	\$ -
Board Approved on February 27, 2024			
*2024-008C	Regional Center for Public Safety Excellence - Contract for Civil Engineering Services for Parking Lot 1 Additional Spaces	\$ 330,700.00	
*2023-013R	Mid Valley Campus - Contract for Mechanical, Electrical, and Plumbing (MEP) Engineering Services for HVAC Replacements Phase 1		\$ 2,530,000.00
*2022-038R	Mid Valley Campus - Change Order for South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas Phase 1 (Construction cost \$666,000 - Revised Contract \$679,114.50)		\$ 13,144.50
2024	District Offices - Contracting Architectural Services for the Building Renovation		
*2022-043C	Pecan Campus - Cooper Center for Performing Arts Building L - Amending the contract with brown Reynolds Watford Architects and Budget Increase for the Music and Dance Programs	\$ 4,940,000.00	
*2022-041C	Pecan Campus - Substantial Completion of the North Academic Humanities Building P Renovation for Administrative and Support Services Office	\$ 689,000.00	
*2022-038R	Mid Valley Campus - Substantial Completion of the South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas Phase 1		\$ 666,000.00
Total Board Approval on February 29, 2024		\$ 5,959,700.00	\$ 3,209,144.50
Board Approved on March 26, 2024			
*2024-010R	Technology Campus - Resurfacing of Parking Lot #2 & Regrading Swales (Project Cost)		\$ 395,000.00
2022-043C	Pecan Campus - Cooper Center for Performing Arts Building L - Expansion and Renovation for the Music and Dance Programs Phase II	\$ 3,500,000.00	

Total Project Budget Summary		FY24 Unexpended Plant Fund	FY24 Renewal & Replacement Plant Fund
*2022-043C	Pecan Campus - Cooper Center for Performing Arts Building L - Expansion and Renovation for the Music and Dance Programs Phase I (total cost projected \$7,266,377 increased by \$1,026,375)	\$ 1,026,375.00	
2022-015C	Regional Center for Public Safety Excellence - Two-Story Residential Fire Training Structure (Project Cost \$2,479,662.50 increased by 11,971.50)	\$ 11,971.50	
*2022-010C	Regional Center for Public Safety Excellence - Skills Pad and EVOG Lighting - Substantial Completion - (Construction Budget \$294,000 and Cost \$331,731)	\$ 30,510.14	
*2022-006C	Starr Campus - Workforce Center Building D Welding Lab Expansion - Final Completion - Construction Budget \$355,200 and Cost \$1,039,729)	\$ 51,986.45	
Total Board Approval on March 2024		\$ 4,620,843.09	\$ 395,000.00
Board Approved on April 23, 2024			
2021-001C	Pecan Campus - Solicitation for Architectural Services for the Building K Cashiers Renovation	\$ 2,615,760.00	
2024-004C	Pecan Campus - Solicitation for Architectural Services for the Building Z Operations Support Center	\$ 5,000,000.00	
2022-035R	McColl and Vermont Water Tower Logo Replacement		\$ 80,000.00
2021-002C	Pecan West Continuing Education - Preliminary Design Building A (Update budget \$10,651,375 from \$9,087,683)	\$ 1,563,692.00	
2024-012R	Mid Valley Campus - Construction Services for the District Wide Flooring Replacement Phase III - Building G		\$ 360,800.00
2024-012R	Mid Valley Campus - Construction Services for the District Wide Flooring Replacement Phase III - Building F		\$ 44,384.00
2022-005C	Starr Campus - Workforce Center Building Q for Automotive Lab Expansion and HVAC-R Outdoor Coverage Area Reduce contingency expense (Project cost \$2,768,000)	\$ -	
2023-015C	Pecan Campus - Substantial and Final Completion of Ann Richards Administration Building A Additional Parking Lot #19 (Project Cost \$255,572.00 and paid \$217,119.65 Remaining Balance \$38,452.35)	38,452.35	
2023-001C	Technology Campus - Final Completion for Truck Driving Range Expansion (Project cost \$52,155 paid \$49,547.25 Remaining balance \$2,607.75)	\$ 2,607.75	
2022-010C	Regional Center for Public Safety Excellence - Final Completion for Skill Pad & EVOG Lighting (Project cost \$331,731.00 paid \$315,114.05)	\$ 16,586.55	
2024	Pecan Plaza - East Building B Renovation for Cosmetology	\$ 6,664,135.00	
Total Board Approval on April 2024		\$ 15,901,233.65	\$ 485,184.00
Board Approved on May 28, 2024			
2024	Technology Campus - Interior Color Selection for Welding Lab Expansion Building F		
2024	Pecan Campus - Rejection of Construction Services for Kinesiology Building S		

Total Project Budget Summary		FY24 Unexpended Plant Fund	FY24 Renewal & Replacement Plant Fund
2022-041C	Pecan Campus - Final Completion Approval for North Academic Humanities Renovation for Administrative and Support Services Office in Building P (Cost \$689,000. Paid \$654,550.)	\$ 34,450.00	
2022-038R	Mid Valley Campus - Final Completion Approval for South Academic Repair & Renovation of Damage Roof and Interior Area Phase I for Building H (Cost \$679,144 Paid \$642,812.27)	\$ -	\$ 36,332.23
2024	Pecan Campus - Contractual Architectural Services for the District Office		
2023-020C	Mid Valley Campus - Construction Services for the District Wide Flooring Replacement Phase III - Building F	\$ 5,000,000.00	
2024	Pecan Campus - Emergency Repairs for Physical Cooling Tower Building E		
Total Board Approval on May 2024		\$ 5,034,450.00	\$ 36,332.23
Board Approved on June 25, 2024			
2024	Various Campus - Geotechnical Engineering and Materials Testing Services		
2021-002C	Pecan West Campus - Schematic Design Approval and Construction Services Solicitation Authorization Building A	\$ 8,320,000.00	
2022-014C	Mid Valley Campus - Substantial Completion Approval for Workforce Center HVAC-R Classroom & Covered Area Building D (Cost \$954,000 Paid \$855,659.00)	\$ 98,341.00	
2022-012C	Mid Valley Campus - Substantial Completion Approval for Automotive Lab Expansion for Building M (Cost \$2,045,000 Paid \$1,681,151.66)	\$ 363,848.34	
Total Board Approval on June 2024		\$ 8,782,189.34	\$ -
Board Approved on July 16, 2024			
2024	Pecan Campus - New Location of Kinesiology Building Q		
2024	Nursing & Allied Health Campus - Facility Use - Formerly Texas A&M Building) Building E		
2022-013C	Mid Valley Campus - Substantial Completion Approval for Workforce Center Welding Lab Expansion and Renovation Building D (Cost \$1,189,000 and Paid \$1,092,310.89)	\$ 96,689.11	
2022-015C	RCPS - Substantial Completion Approval for Two-Story Residential Fire Training Structure (Cost \$2,492,237.75 Paid \$2,320,360.99)	\$ 171,876.76	
2024-012R	Mid Valley Campus - District Wide - Flooring Replacement Student Union Building F		\$ 405,184.00
Total Board Approval on July 2024		\$ 268,565.87	\$ 405,184.00
Total FY 24 Board Approved Projects		\$ 51,533,225.50	\$ 5,229,155.90

* The Projects were presented to the Board of Trustees in prior months. The first four digits identify the budgeted fiscal year.

South Texas College
 Unexpended Plant Fund - Capital Improvement Projects (CIP)
 Project Status
 FY 2023 - 2024

#	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	FY2024 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor	
Pecan Campus																				
1	Library Building F Space Modifications	DV					●					\$ 1,135,000	\$ 184,551	\$ 950,449	\$ 450,000	Low	N/A	N/A	N/A	N/A
2	North Academic Humanities Building P Renovations for Administrative and Support Services Office	DV									●	\$ 879,510	\$ 821,425	\$ 58,085	\$ 802,840	Low	May 2024	Approval of Final Completion	Able City, LLC	Holchemont
3	Pecan Campus Kinesiology Building Phase I	SS					●					\$ 6,177,150	\$ 318,002	\$ 5,859,148	\$ 1,186,000	High	July 2024	Approval of Construction Services	Boultinghouse Simpson Gates Architects	TBD
4	Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs	MV			●							\$ 5,698,000	\$ 313,984	\$ 5,384,016	\$ 1,405,000	High	October 2024	Approval of Construction Services	BRW Architects	TBD
5	Business and Science Building G Engineering Lab Renovation	TBD	●									\$ 500,000	\$ -	\$ 500,000	\$ 500,000	Low	TBD	TBD	TBD	TBD
6	Ann Richards Administration Building A Additional Parking Lot	DV									●	\$ 200,000	\$ 289,270	\$ (89,270)	\$ 71,500	High	April 2024	Approval of Substantial & Final Completion	R. Gutierrez Engineers	GST Construction
7	Student Services Building K Renovations	TBD	●									\$ 1,050,000	\$ -	\$ 1,050,000	\$ 26,200	Low	TBD	TBD	TBD	TBD
8	North Academic Humanities Building P Renovations for Accounts Receivable and Grant	TBD	●									\$ 94,500	\$ -	\$ 94,500	\$ 94,500	Low	TBD	TBD	TBD	TBD
9	Operations Support Center Building Z	TBD	●									\$ 5,000,000	\$ -	\$ 5,000,000	\$ 158,400	Low	TBD	TBD	TBD	TBD
Pecan Campus Subtotal												\$ 20,734,160	\$ 1,927,232	\$ 18,806,928	\$ 4,694,440					
Pecan West																				
10	Pecan West Continuing Education Building A & Testing Center Addition	DV			●							\$ 9,087,683	\$ 24,018	\$ 9,063,665	\$ 1,371,150	High	February 2025	Approval of Construction Services	ERO Architects	TBD
11	Pecan West Continuing Education Parking & Site Improvements	DV			●							\$ 1,875,000	\$ 25,289	\$ 1,849,711	\$ 628,225	High	February 2025	Approval of Construction Services	Perez Consulting Engineers	TBD
Pecan West Subtotal												\$ 10,962,683	\$ 49,307	\$ 10,913,376	\$ 1,999,375					
Pecan Plaza																				
12	Human Resources Building A Renovation	DV			●							\$ 550,000	\$ -	\$ 550,000	\$ 550,000	Low	TBD	TBD	TBD	TBD
13	East Building B Renovation for Cosmetology	TBD	●									\$ 6,664,135	\$ -	\$ 6,664,135	\$ 272,000	Low	TBD	TBD	TBD	TBD
Pecan Plaza Subtotal												\$ 7,214,135	\$ -	\$ 7,214,135	\$ 822,000					

South Texas College
 Unexpended Plant Fund - Capital Improvement Projects (CIP)
 Project Status
 FY 2023 - 2024

#	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	FY2024 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor	
Mid-Valley Campus																				
14	Workforce Center Building D Welding Expansion	MV							●			\$ 1,539,755	\$ 1,201,784	\$ 337,971	\$ 898,700	High	August 2024	Approval of Final Completion	PBK Architects	Holchemont
15	Workforce Center Building M Automotive Lab Expansion	MV							●			\$ 2,648,275	\$ 2,048,975	\$ 599,300	\$ 1,451,500	High	August 2024	Approval of Final Completion	PBK Architects	Holchemont
16	Workforce Center Building D HVAC-R Classroom and Outdoor Covered Area	MV							●			\$ 1,235,430	\$ 965,988	\$ 269,442	\$ 691,200	High	August 2024	Approval of Final Completion	PBK Architects	Holchemont
17	Child Development Center Portable PB L-2 Renovation	DV					●					\$ 305,000	\$ 105,866	\$ 199,134	\$ 305,000	High	TBD	TBD	Perez Consulting Engineers/MEP Solutions Engineers	Calidad Construction/Terra Fuerte
18	Student Union Building F Financial Aid Renovation	TBD	●									\$ 89,000	\$ -	\$ 89,000	\$ 89,000	Low	TBD	TBD	TBD	TBD
Mid-Valley Subtotal												\$ 5,817,460	\$ 4,322,613	\$ 1,494,847	\$ 3,435,400					
Technology Campus																				
19	Exterior Solar Panels Structure	SS							●			\$ 224,900	\$ 235,995	\$ (11,095)	\$ 61,200	High	N/A	Complete	SAMES, Inc	Rio United Builders
20	Welding Lab Expansion Building F	SS					●					\$ 3,108,000	\$ 1,847,035	\$ 1,260,965	\$ 2,576,680	High	September 2024	Approval of Substantial Completion	EGV Architects	Kimber 1985
21	Truck Driving Range Expansion	DV									●	\$ 41,350	\$ 65,216	\$ (23,866)	\$ 37,500	High	April 2024	Approval of Final Completion	R. Gutierrez Engineers	GST Construction
22	Institute for Advanced Manufacturing Building E Collaboration Lab Renovation	TBD	●									\$ 285,000	\$ -	\$ 285,000	\$ 285,000	Low	TBD	TBD	TBD	TBD
Technology Campus Subtotal												\$ 3,659,250	\$ 2,148,247	\$ 1,511,003	\$ 2,960,380					
Dr. Ramiro R. Casso Nursing & Allied Health Campus																				
23	East Building A Renovation of Radiology Lab to Multipurpose Skills Lab	TBD	●									\$ 163,296	\$ -	\$ 163,296	\$ 161,640	Low	TBD	TBD	TBD	O&M
24	East Building A Breakroom and Offices Expansion Renovation	TBD	●									\$ 147,950	\$ -	\$ 147,950	\$ 142,450	Low	TBD	TBD	TBD	O&M
25	Systems Offices Building E Renovation	TBD						●				\$ 5,561,500	\$ 499	\$ 5,561,001	\$ 3,316,500	High	September 2024	Approval of Schematic Design	ERO Architects	TBD
Nursing and Allied Health Campus Subtotal												\$ 5,872,746	\$ 499	\$ 5,872,247	\$ 3,620,590					

South Texas College
Unexpended Plant Fund - Capital Improvement Projects (CIP)
Project Status
FY 2023 - 2024

#	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	FY2024 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor	
Starr County Campus																				
26	Workforce Center Building D Welding Expansion	MV									●	\$ 1,295,520	\$ 1,103,179	\$ 192,341	\$ 54,500	High	March 2024	Approval of Final Completion	Gignac & Associates, LLP	Kimber 1985
27	Workforce Building Q Automotive Expansion	MV					●					\$ 2,551,300	\$ 777,694	\$ 1,773,606	\$ 1,856,800	High	September 2024	Approval of Substantial Completion	Able City, LLC	Triun Construction
28	North Academic Building C HVAC-R Classroom and Outdoor Covered Area	MV					●					\$ 514,628	\$ 196,922	\$ 317,706	\$ 390,000	High	September 2024	Approval of Substantial Completion	Able City, LLC	Triun Construction
Starr County Campus Subtotal												\$ 4,361,448	\$ 2,077,795	\$ 2,283,653	\$ 2,301,300					
Regional Center for Public Safety Excellence																				
29	Canopy for Safety Training Vehicles	DV									●	\$ 801,060	\$ 806,593	\$ (5,533)	\$ 41,910	High	January 2024	Approval of Final Completion	Gignac & Associates, LLP	5 Star Construction
30	Canopy for Students/Instructors	DV									●	\$ 595,048	\$ 582,112	\$ 12,936	\$ 30,470	High	January 2024	Approval of Final Completion	Gignac & Associates, LLP	5 Star Construction
31	Fire Training Area	DV									●	\$ 489,242	\$ 430,523	\$ 58,719	\$ 19,030	High	January 2024	Approval of Final Completion	Gignac & Associates, LLP	5 Star Construction
32	Perimeter Fencing	DV	●									\$ 193,000	\$ -	\$ 193,000	\$ 193,000	Low	TBD	TBD	TBD	TBD
33	Skills Pad and EVOG Lighting	SS							●			\$ 379,731	\$ 355,341	\$ 24,390	\$ 44,200	High	April 2024	Approval of Final Completion	DBR	Metro Electric
34	Two-Story Residential Fire Training Structure	SS						●				\$ 2,796,250	\$ 2,533,672	\$ 262,578	\$ 2,078,000	Medium	July 2024	Approval of Substantial Completion	Martinez Architects	5 Star Construction
35	Parking Lot #1 for Additional Spaces	DV			●							\$ 330,700	\$ -	\$ 330,700	\$ 330,700	High	September 2024	Approval of Construction Services	Perez Consulting Engineers	TBD
Regional Center for Public Safety Excellence Subtotal												\$ 5,585,031	\$ 4,708,242	\$ 876,789	\$ 2,737,310					
District Wide																				
36	Fence Enclosures	MV	●									\$ 35,000	\$ -	\$ 35,000	\$ 35,000	Low	N/A		N/A	TBD
37	Outdoor Furniture	AR		●								\$ 25,000	\$ -	\$ 25,000	\$ 25,000	Low	N/A		N/A	TBD
38	Land	N/A										\$ 3,000,000	\$ 550	\$ 2,999,450	\$ 3,000,000	N/A	N/A		N/A	N/A
39	Renovation and Contingencies	N/A										\$ 948,750	\$ -	\$ 948,750	\$ 948,750	N/A	N/A		N/A	TBD
40	Campus Master Plan	N/A	●									\$ 375,000	\$ -	\$ 375,000	\$ 375,000	Low	N/A		N/A	TBD
41	Facility Signage	DV	●									\$ 150,000	\$ 48,380	\$ 101,620	\$ 150,000	Low	N/A		N/A	TBD
42	Removal of Existing Trees	TBD	●									\$ 25,900	\$ -	\$ 25,900	\$ 25,900	Low	N/A		N/A	TBD
43	Project Cost Control Reserve	N/A	●									\$ 5,014,159	\$ -	\$ 5,014,159	\$ 5,014,159	High	N/A		N/A	N/A
District Wide Subtotal												\$ 9,573,809	\$ 48,930	\$ 9,524,879	\$ 9,573,809					
Totals			12	3	6	0	8	1	0	0	7	\$ 73,780,722	\$ 15,282,863	\$ 58,497,859	\$ 32,144,604					

South Texas College
Renewal and Replacement Projects
Project Status
FY 2023 - 2024

#	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	FY2024 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor	
Pecan Campus																				
1	Reseeding and Regrading of Athletic Fields	DV			●							\$ 50,000	\$ -	\$ 50,000	\$ 50,000	Low	TBD	TBD	TBD	TBD
2	Resurfacing of East Drive	SS									●	\$ 187,000	\$ 331,049	\$ (144,049)	\$ 187,000	High	November 2023	Approval of Final Completion	Perez Consulting Engineers	5-Star Construction
3	South Academic Building J Generator Replacement	SS					●					\$ 344,100	\$ 319,211	\$ 24,889	\$ 344,100	High	August 2025	Approval of Substantial Completion	DBR	Metro Electric
4	Library Building F Exterior Building Envelope Repairs	TBD	●									\$ 125,000	\$ -	\$ 125,000	\$ 125,000	High	TBD	TBD	TBD	TBD
5	Stucco Repainting Phase II	TBD				●						\$ 503,000	\$ -	\$ 503,000	\$ 503,000	Low	August 2024	Approval of Construction Services	N/A	TBD
6	Art Building B Analog to Digital Replacement	TBD	●									\$ 197,000	\$ -	\$ 197,000	\$ 197,000	Low	TBD	TBD	TBD	TBD
7	Cooper Center for Performing Arts Building L Analog to Digital Replacement	TBD	●									\$ 84,500	\$ -	\$ 84,500	\$ 84,500	Low	TBD	TBD	TBD	TBD
Pecan Campus Subtotal												\$ 1,490,600	\$ 650,259	\$ 840,341	\$ 1,490,600					
Mid Valley Campus																				
8	South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas (Phase II)	DV			●							\$ 1,730,000	\$ 733,434	\$ 996,566	\$ 1,730,000	Low	September 2024	Approval of Construction Services	Milnet Architectural Services	TBD
9	Stucco Repainting Phase II	TBD				●						\$ 203,000	\$ -	\$ 203,000	\$ 203,000	Low	August 2024	Approval of Construction Services	N/A	TBD
Mid Valley Campus Subtotal												\$ 1,933,000	\$ 733,434	\$ 1,199,566	\$ 1,933,000					
Dr. Ramiro R. Casso Nursing & Allied Health Campus																				
10	NAH East Building A Westside Window Waterproofing Repairs	RC	●									\$ 90,000	\$ -	\$ 90,000	\$ 90,000	Low	TBD	TBD	TBD	TBD
11	NAH East Building A Westside Elevators Repairs	RC/O&M		●								\$ 250,000	\$ -	\$ 250,000	\$ 250,000	Medium	TBD	TBD	N/A	Oracle Elevator
12	NAH East Building A Generator Replacements	SS						●				\$ 422,000	\$ 214,113	\$ 207,887	\$ 218,600	Low	August 2024	Approval of Substantial Completion	DBR	Metro Electric
Nursing and Allied Health Campus Subtotal												\$ 762,000	\$ 214,113	\$ 547,887	\$ 558,600					
Technology Campus																				
13	Advanced Technical Careers Bldg. B Atrium Repainting	RC			●							\$ 60,000	\$ -	\$ 60,000	\$ 59,999	Low	TBD	TBD	TBD	TBD
14	Resurfacing of Parking Lot #2 & Regrading of Existing Swales	SS			●							\$ 395,000	\$ -	\$ 395,000	\$ 395,000	Low	October 2024	Approval of Construction Services	TBD	TBD
Technology Campus Subtotal												\$ 455,000	\$ -	\$ 455,000	\$ 454,999					

South Texas College
Renewal and Replacement Projects
Project Status
FY 2023 - 2024

#	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	FY2024 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor	
Starr County Campus																				
15	Stucco Repainting Phase II	SS				●						\$ 253,000	\$ -	\$ 253,000	\$ 253,000	High	August 2024	Approval of Construction Services	N/A	TBD
16	General Academic Building E Data Cabling Infrastructure Replacement	RC	●									\$ 138,500	\$ -	\$ 138,500	\$ 138,500	High	TBD	TBD	TBD	TBD
Starr County Campus Subtotal												\$ 391,500	\$ -	\$ 391,500	\$ 391,500					
District Wide																				
17	Renewals & Replacements	N/A										\$ 151,000	\$ -	\$ 151,000	\$ 151,000	N/A	N/A		N/A	N/A
18	Fire Alarm Panel Replacement/Upgrade	RC/O&M		●								\$ 102,500	\$ -	\$ 102,500	\$ 102,500	Low	N/A		N/A	TBD
19	Interior LED Lighting Replacements	RC/O&M		●								\$ 110,000	\$ -	\$ 110,000	\$ 110,000	Low	N/A		N/A	TBD
20	Ext. Walkway LED Lighting Replacements	RC/O&M		●								\$ 50,000	\$ 27,548	\$ 22,452	\$ 50,000	Low	N/A		N/A	TBD
21	Building Automation Systems Replacements	RC/O&M		●								\$ 76,500	\$ 55,397	\$ 21,103	\$ 76,500	Low	N/A		N/A	TBD
22	Flooring Replacements	SS				●						\$ 504,000	\$ 433	\$ 503,567	\$ 504,000	Medium	N/A		N/A	TBD
23	HVAC Replacements	MV			●							\$ 3,050,000	\$ 566	\$ 3,049,434	\$ 3,050,000	Low	October 2024	Approval of Construction Services	Ethos	TBD
24	Exterior Lighting Replacements	RC/O&M		●								\$ 279,000	\$ -	\$ 279,000	\$ 279,000	Low	N/A		N/A	TBD
25	Signage Replacement	KN/DV					●					\$ 250,000	\$ 1,085	\$ 248,915	\$ 250,000	N/A	TBD		N/A	TBD
26	Water Tower Logo Replacements	DV		●								\$ 80,000	\$ -	\$ 80,000	\$ 80,000	N/A	TBD		N/A	TBD
27	Outdoor Furniture Replacements	TBD	●									\$ 25,000	\$ 12,332	\$ 12,668	\$ 25,000	N/A	TBD		N/A	TBD
28	Project Cost Control Reserve	N/A	●									\$ 1,768,340	\$ -	\$ 1,768,340	\$ 1,768,340	N/A	TBD		N/A	TBD
District Wide Subtotal												\$ 6,446,340	\$ 97,362	\$ 6,348,978	\$ 6,446,340					
Totals		0	2	6	3	2	1	1	0	0	0	\$ 11,478,440	\$ 1,695,168	\$ 9,783,272	\$ 11,275,039					

Outstanding Issues - Action Plan
August 13, 2024 Facilities Committee Meeting
as of July 29, 2024

#	Description of Issues	Responsible Parties	Status	Due Date	Comments/Notes	Resolution / Action Item
Pecan Campus						
1	Pecan Campus North Academic Humanities Building P - Water Infiltration (Warranty Item since 2018)	D. Wilson Construction	Pending	5/31/2023 6/5/2023 7/11/2023 8/8/2023 10/11/2023 11/17/2023 1/10/2024 2/6/2024 2/28/2024 4/2/2024 5/9/2024 6/3/2024 7/10/2024 7/29/2024	<p>2/28/2018: First warranty request was issued to Contractor.</p> <p>5/8/2023: Meeting with D. Wilson, PBK Architects, BEAM Professionals, Amtech, and College staff to discuss the status of the water infiltration issues and request a Plan of Action from D. Wilson on how they plan to remediate the issues.</p> <p>5/15/2023: Meeting with D. Wilson, PBK Architects, BEAM Professionals, Amtech, Old Castle, and College staff to follow up with the status of Plan of Action from D. Wilson and path forward. D. Wilson stated that Plan of Action would be forwarded to College by 5/16/2023 but was not received by the College.</p> <p>5/18/2023: Report from Spring Break and a proposed Plan of Action from D. Wilson received.</p> <p>6/5/2023: D. Wilson testing the windows and brick walls to verify locations of water infiltrations.</p> <p>7/5/2023: D. Wilson has continued the same testing.</p> <p>8/2/2023: D. Wilson has completed the testing of all windows and brick walls and have stated that all window leaks have been repaired and addressed.</p> <p>9/7/2023: BEAM Professionals has provided a draft report of their observations of the repair work performed by D. Wilson and have noted additional pending issues. D. Wilson has not provided documentation regarding the repair work as requested from BEAM.</p> <p>10/11/2023: BEAM Professionals has provided a draft report of their observations of the repair work performed by D. Wilson and have noted additional pending issues. D. Wilson has not provided documentation regarding the repair work as requested from BEAM.</p> <p>11/6/2023: Meeting held with project team on October 26, 2023 and it was discussed that D. Wilson would provide: 1) letter to the College that all items are completed, 2) D. Wilson to provide a mock-up of the repair regarding the brick ledge weep holes, 3) D. Wilson to provide a list of all remaining deficient items.</p> <p>1/10/2024: 1) D. Wilson has not provided Items 1 & 3 as noted on 11/6/2024. 2) D. Wilson has scheduled with the Design Team and the Owner to provide a mock-up of the repair for the brick ledge weep holes on January 12, 2024.</p> <p>2/6/2024: D. Wilson performed a mock-up of their proposed brick ledge weep holes on 1/12/24. The work was reviewed by Design Team and they met with College staff to discuss results. College staff provided photos of water infiltration noted on November 13, 2023. BEAM is in the process of documenting the water intrusion vs. previously noted leaks to see if water is still entering from previous repairs done by D. Wilson.</p> <p>2/28/2024: BEAM Professionals provided a draft request letter to the College for review and to be used by College to forward to D. Wilson to respond to letter.</p> <p>4/2/2024: College Staff & Administration met with Legal Counsel, BEAM Professionals, and PBK Architects to review draft of request letter for final editing.</p> <p>4/2/2024: College Staff & Administration met with Legal Counsel and discussed additional editing requested by the Board of Trustees. Administration to provide letter to Board Member for editing</p> <p>6/3/2024: Administration is pending letter from Board/Legal Counsel to forward to Contractor.</p> <p>7/10/2024: Administration forwarded the letter at the end of June 2024 to Contractor.</p> <p>7/29/2024: Contractor has received letter and sent email to College that they will coordinate a meeting to review outstanding items.</p>	<p>5/18/2023: Plan of Action from D. Wilson to be reviewed by all team members for approval.</p> <p>6/5/2023: D. Wilson to continue water testing of all windows and will remove brick at one window head to further inspect possible water infiltration.</p> <p>7/5/2023: D. Wilson to provide update on results of water testing of all window possible water infiltrations.</p> <p>8/2/2023: BEAM Professionals has requested that D. Wilson provide in writing that all window leaks and water infiltrations have been repaired and addressed. Still Pending.</p> <p>9/7/2023: The College has met with BEAM Professionals and were provided with a preliminary observation report of the existing conditions and pending issues. College staff will schedule a meeting to coordinate our next steps as required.</p> <p>10/11/2023: The College is coordinating a meeting to be held with the Contractor and Architect to discuss the next steps as required.</p> <p>11/6/2023: Pending confirmation from Contractor that all items have been completed; pending brick weep hole mock-up by Contractor; pending list of any pending deficient items from Contractor.</p> <p>1/10/2024: Pending confirmation from Contractor that all items are completed and pending list of deficient items; brick weep hole mock-up scheduled for Friday, January 12, 2024.</p> <p>2/6/2024: Pending report and letter from BEAM Professionals on recommendation on how to proceed forward.</p> <p>4/2/2024: College Staff will forward request letter to D. Wilson Construction when ready and will await response from contractor.</p> <p>5/9/2024: Administration to forward letter for editing by Board Member.</p> <p>6/3/2024: Administration is pending revised letter from Board Member/Legal Counsel.</p> <p>7/10/2024: Administration has forwarded the letter to the Contractor.</p> <p>7/29/2024: Pending meeting to be coordinated by Contractor></p>

Mid Valley Campus

2	Mid Valley Campus South Academic Building H - Repair of Roof Damage and Interior Areas (Insurance Claim)	Hartford Insurance, Public Adjuster	Pending	<p>5/4/2023: Public Adjuster met on site with Hartford Insurance to perform a final walk through of building to verify damages listed by Public Adjuster. Hartford to provide a response in 2 to 4 weeks.</p> <p>5/17/2023: Construction documents (roof only) have been completed by the Architect and the College has begun the solicitation for construction services.</p> <p>5/18/2023: Pending response from Public Adjuster on status of final insurance settlement.</p> <p>6/5/2023: Pending response from Public Adjuster on status of final insurance settlement. Solicitation of Construction Services for the roof replacement are in progress.</p> <p>7/5/2023: Pending response from Public Adjuster on status of final insurance settlement. Construction services for roof replacement awarded to contractor at June Board Meeting.</p> <p>8/2/2023: Pending response from Public Adjuster on status of final insurance settlement. Contractor for roof replacement will be issued a NTP upon finalization of contracts.</p> <p>9/7/2023: Pending response from Public Adjuster on status of final insurance settlement. Contractor for roof replacement has been issued a NTP to start construction. Architect is preparing construction documents for the repair work on the interior the building.</p> <p>10/11/2023 - 1/10/24: Pending response from Public Adjuster on status of final insurance settlement. Construction of the roof replacement is in progress. Architect is preparing construction documents for the repair work on the interior the building.</p> <p>2/6/2024 - 4/2/24: Pending response from Public Adjuster on status of final insurance settlement. Construction of the roof replacement is at Substantial Completion. Architect is preparing construction documents for the repair work on the interior the building.</p> <p>5/3/2024: Attended meeting with Public Adjuster and College Staff to review budget estimates and scope.</p> <p>5/7/2024: Attended meeting with Legal Counsel and College Staff to review concerns from Public Adjuster regarding Architect's scope of work needed to repair the roof and interior damages.</p> <p>5/29/2024: Attending meeting with City of Weslaco, Public Adjuster, Architect, Engineer, and College Staff to review requirements for the interior repairs required by the City.</p> <p>7/10/2024: Meeting was held with the City of Weslaco, Public Adjuster, Architect, and College Staff and recieved notification that City of Weslaco would provide a letter stating the required code requirements to be followed by the project team .</p> <p>7/29/2024: No Change from 7/10/2024 - Meeting was held with the City of Weslaco, Public Adjuster, Architect, and College Staff and recieved notification that City of Weslaco would provide a letter stating the required code requirements to be followed by the project team.</p>	<p>5/18/2023: Awaiting final settlement from Hartford Insurance and recommendation from Public Adjuster.</p> <p>6/5/2023: Awaiting final settlement from Hartford Insurance and recommendation from Public Adjuster. Award of construction services for roof replacement scheduled for June Board Meeting.</p> <p>7/5/2023 - 8/2/23: Awaiting final settlement from Hartford Insurance and recommendation from Public Adjuster. Roof replacement pending to begin.</p> <p>9/7/2023: Still awaiting the same final settlement and recommendation. Roof replacement has begun.</p> <p>9/7/2023 - 11/6/23: Still awaiting the same final settlement and recommendation. Roof replacement is in progress.</p> <p>1/10/2024: Still awaiting the same final settlement and recommendation. Roof replacement is in progress; construction documents for interior work by Architect in progress.</p> <p>2/6/2024 - 4/2/24: Still awaiting the same final settlement and recommendation. Roof replacement is at Substantial Completion; construction documents for interior work by Architect in progress.</p> <p>5/9/2024: Meeting to be coordinated by Architect to discuss code requirements regarding project scope repair work with the City of Weslaco Building Department.</p> <p>6/3/2024: Architect to provide construction documents for the interior repair work based on meeting with the City of Weslaco.</p> <p>7/10/2024: Pending letter from the City of Weslaco stating the required code requirements that are to be followed by the project team.</p> <p>7/29/2024: Pending letter from the City of Weslaco stating the required code requirements that are to be followed by the project team.</p>
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3	Mid Valley Campus Workforce Center Building D - Automotive, Welding, and HVAC-R Labs	Holchemont, Ltd.	Pending	2/6//2024 5/9/2024 6/3/2024 7/10/2024 7/29/2024	<p>2/6/2024: Construction work is in progress. There have been various delays due to incorrect information on As-Built drawings regarding existing underground utilities and infrastructure. In addition, the design team has required sufficient time to provide design solutions to the issues. The contractor has provided Change Proposals for Contractor's General Conditions and are currently being reviewed by the Design Team and Owner.</p> <p>There have been delays caused by the Contractor coordination and delays in material. The project team is working to resolve the change order to benefit both parties.</p> <p>2/28/2024: The project team is working to resolve the change order that is fair to the Contractor and Owner.</p> <p>4/2/2024 - 6/3/2024: The project team is continuing to resolve the change order fairly.</p> <p>7/10/2024: The Architect, Contractor, and Owner met on June 27, 2024 and are waiting for a response from the Contractor regarding an updated change proposal.</p> <p>7/29/2024: Waiting on response from Contractor regarding an updated change proposal.</p>	<p>2/6/2024: The construction of the project is nearing Substantial Completion in possibly March with the exception of material delays. The Project Team is working on a change order that is fair to the Contractor and Owner.</p> <p>2/28/2024 - 4/2/24: The Project Team is working on the change order.</p> <p>5/9/2024 - 6/3/24: The Architect and Owner are pending to meet with the Contractor to discuss a change order.</p> <p>7/10/2024: The Architect, Contractor, and Owner met to review the change order request on June 27, 2024 and awaiting response from the Contractor.</p> <p>7/29/2024: Pending response from Contractor for revised change proposal that is fair to all parties.</p>
Nursing and Allied Health Campus						
4	Nursing Allied Health Campus West Building B NAH West & Simulation Center - Wall/Floor Cracks and Water Infiltration	D. Wilson Construction	Pending	5/31/2023 7/11/2023 10/11/2023 11/17/2023 1/10/2024 2/6/2024 2/28//2024 4/2/2024 5/9/2024 6/3/2024 7/10/2024	<p>Up to 5/2/2023: College staff has been meeting with D. Wilson and ERO Architects to investigate the wall/ floor cracks on the 1st floor and water infiltration on the 3rd floor that have showed up in the last couple of years. Some repairs have been done but additional cracks have arisen.</p> <p>5/18/2023: Meeting with Contractor and Architect on site to review water infiltration. Pending moisture study from Contractor as requested by Architect .</p> <p>6/5/2023 - 7/5/23: Pending moisture study from Contractor as requested by Architect. Contractor to remove metal panels to further investigate possible location of water intrusion.</p> <p>9/7/2023: Pending moisture study from Contractor as requested by Architect. Contractor has determined the location of water intrusion above the 3rd Floor. The College repaired the irrigation leak on southwest corner of the building. Wall cracks on interior gypsum board walls.</p> <p>11/6/2023: Contractor has provided moisture test results to the Architect; Architect has requested meeting with Owner and Contractor to review moisture test results and discuss next steps; Owner has not received formal notification from Contractor that water infiltration repairs on third have been completed.</p> <p>1/10/2024: Meeting with Owner, Architect and Contractor to review moisture test results and discuss next steps has not be scheduled by Architect; Owner has not received formal notification from Contractor that water infiltration repairs on third have been completed.</p> <p>2/6/2024 - 2/28/24: Meeting with Owner, Architect and Contractor to review moisture test results was done. A report from the Architect regarding recommendations and next steps is pending.</p> <p>4/2/2024: Contractor has forwarded latest moisture tests to Architect and Owner. A report from the Architect regarding recommendations and next steps is pending.</p> <p>4/12/2024: Contractor, Architect, and College Staff have met on site to review status of cracks and water infiltration issues.</p> <p>6/7/2024: Contractor and Architect will coordinate with testing lab to perform boring tests in concrete slab below the Kitchen Area to verify existing below surface conditions.</p> <p>7/10/2024 :Pending the Contractor and Architect to coordinate with testing lab to perform boring tests in concrete slab /beow the Kitchen Area to verify existing below surface conditions.</p> <p>7/29/2024: Attended TEAMS meeting with Contractor, Architect, and College Staff. Test results indicate that water infiltration from ground was possibly from water supply leak which has been repaired for a few months and no other ground water is present. Contractor has repaired exterior window leaks on west wall, contractor to repair floor and wall tile in kitchen area, contractor to assist with repairs to interior corridor drywall cracks. Architect to provide details for interior wall repairs. Grading on exterior of kitchen will need to be done to provide proper drainage away from building.</p>	<p>5/18/2023: Awaiting results from investigative moisture study and site observations. Pending direction from Architect to Contractor for resolving cracks and water infiltration.</p> <p>6/5/2023 - 7/5/23: Pending moisture study and removal of metal panels by Contractor.</p> <p>9/7/2023: Pending moisture study and repair of water intrusion on 3rd Floor by Contractor.</p> <p>10/11/2023: Pending moisture study from Contractor and will be forwarded to Architect to aid in resolving interior wall cracks of gypsum board walls.</p> <p>11/6/2023 - 1/10/24 :Pending meeting with architect and contractor to discuss next steps.</p> <p>2/6/2024: A report from the Architect regarding recommendations and next steps is pending</p> <p>2/28/2024: Architect's letter will be shared with College Administration for review and direction on next step.</p> <p>4/2/2024: Architect will need to provide direction on next step based on most recent moisture tests provided by Contractor.</p> <p>5/9/2024: Architect and Contractor will have testing lab company to perform boring samples below kitchen floor to test existing soil conditions.</p> <p>6/3/2024: Pending test results from borings to be performed on 6/7/2024 to recommend next steps.</p> <p>6/7/2024 Architect to recommend next steps.</p> <p>7/10/2024: Pending test results from borings performed on slab in kitchen by testing lab.</p> <p>7/29/2024: Contractor, Architect, and College will work together to make the necessary repairs and modifications as per the Architect's recommendations.</p>

Starr County Campus

5	Starr County Campus Workforce Center Building D - Automotive Lab and HVAC-R Lab	Triun	Pending	2/6/2024 2/28/2024 4/2/2024 5/9/2024	<p><i>2/6/2024: Construction work is in progress. There have been various delays due to incorrect information on As-Built drawings regarding existing underground utilities and infrastructure. In addition, the design team has required sufficient time to provide design solutions to the issues. The contractor has provided a Change Proposal for Contractor's General Conditions and is currently being reviewed by the Design Team and Owner. There have been delays caused by the Contractor's coordination of product submittals and installation of construction materials.</i></p> <p><i>2/28/2024: The project team is working to resolve the change order that is fair to the Contractor and Owner.</i></p> <p><i>2/28/2024: The project team is working to resolve the change order that is fair to the Contractor and Owner.</i></p> <p><i>4/2/2024: The project team has worked together to provide a change order that is fair to the Contractor and Owner. It will be presented to the Facilities Committee at the April committee meeting.</i></p> <p><i>5/9/2024: The change order was approved by the Board on April 23, 2024 .</i></p>	<p><i>2/6/2024: The construction of the project is in progress and the Contractor's revised schedule has Substantial Completion scheduled for August. The Project Team is working on a change order that is fair to the Contractor and Owner.</i></p> <p><i>2/28/2024: The project team is working to resolve the change order that is fair to the Contractor and Owner.</i></p> <p><i>4/2/2024: The project team has developed a change order that is fair to the Contractor and Owner and will be presented at the April Facilities Committee Meeting.</i></p> <p><i>5/9/2024:Item has been resolved.</i></p>
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Approval of Financial Reports for June 2024

Administration recommends Board approval of the financial reports for the month of June 2024.

The following financial reports have been provided under separate cover:

- 1) Quarterly Investment Report and Money Market Accounts for June 2024.
- 2) Summary of Revenues for June 2024.
- 3) Summary of State Appropriations Revenue for June 2024.
- 4) Summary of Property Tax Revenue for June 2024.
- 5) Summary of Expenditures by Classification for June 2024.
- 6) Summary of Expenditures by Function for June 2024.
- 7) Summary of Auxiliary Fund Revenues and Expenditures for June 2024.
- 8) Summary of Grant Revenues and Expenditures for June 2024.
- 9) Foundation Financial Activity for June 2024.

Ms. Mary Del Paz, Vice President for Finance and Administrative Services, will respond to questions posed by the Board.

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 financial reports for the month of June 2024.

Approval Recommended:

Dr. Ricardo J. Solis
President

Review and Approval of Checks and Purchasing Reports for July 2024

Administration recommends Board approval of the checks for release for the month of July 2024.

The checks presented for Board approval and the purchasing reports presented for review by the Board have been provided under separate cover.

- 10) Release of Checks for \$25,000.00 - \$125,000.00
Released Prior to Board Approval for July 2024.
- 11) Release of Checks for \$125,000.00 and Above
Board of Trustees Approval Required for July 2024.
- 12) Release of Checks for \$125,000.00 and Above
Released Prior to Board Approval for July 2024.
- 13) Release of Construction Fund Checks for July 2024.
- 14) Summary of Purchase Orders (Purchasing) for July 2024.
- 15) Summary of Bid Solicitations (Purchasing) for July 2024

The Check Register for July 2024 has also been provided under separate cover.

Ms. Mary Del Paz, Vice President for Finance and Administrative Services, will respond to questions posed by the Board.

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 the month of July 2024.

Approval Recommended:

Dr. Ricardo J. Solis
President

Update and Discussion on Termination of Ground Maintenance Agreement (Texas Government Code 551.071, Consultation with Attorney)

Mr. Ben Castillo, legal counsel, Mary G. Del Paz, Vice President for Finance and Administrative Services, and George McCaleb, Director of Operations and Maintenance, will provide an update to the Board on the action taken by the College.

No action is required from the Board. This item is presented for information only.

Discussion and Action as Necessary Regarding Pecan Campus North Academic Humanities Building P Water Infiltration (Texas Government Code 551.071, Consultation with Attorney)

Administration will review the Pecan Campus North Academic Humanities Building P water Infiltration issue with the Board of Trustees and legal counsel will discuss the options regarding the matter in executive session.

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 action as recommended by legal counsel regarding the Pecan Campus North Academic Humanities Building P water infiltration.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Discussion and Action as Necessary Regarding Mid Valley Campus Building H Issue (Texas Government Code 551.071, Consultation with Attorney)

Legal Counsel has requested an opportunity to discuss issues at the Mid Valley Campus Building H and recommend action as necessary.

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 action as recommended by legal counsel regarding the Mid Valley Campus Building H issue.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Deliberation and Action as Necessary on Self-Assessment of the Board of Trustees (Texas Government Code 551.074, Personnel Matters)

Approval to conduct the self-assessment of the Board of Trustees by the Trustees was granted by the Board on May 28, 2024.

The individual assessments conducted by each Trustee were to be returned to the Board Chair for evaluation and collation into a summary report.

The Board is asked to take action to accept the results of the assessment and any additional action as necessary.

This item may be discussed in executive session under Texas Government Code (§ 551.074. Personnel Matters).

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 accepts the results of the self-assessment of the Board of Trustees, as conducted by the Board of Trustees, and approves action as necessary in response to the assessment.

Approval Recommended:

Dr. Ricardo J. Solis
President

Deliberation and Action as Necessary on Assessment of the College President (Texas Government Code 551.074, Personnel Matters)

Approval to conduct the assessment of the College President was granted by the Board on May 28, 2024.

The individual assessments conducted by each Trustee were to be returned to the Board Chair for evaluation and collation into a summary report.

The Board is asked to take action to accept the results of the assessment and any additional action as necessary.

This item may be discussed in executive session under Texas Government Code (§ 551.074. Personnel Matters).

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 accepts the results of the assessment of the College President, and approves action as necessary in response to the assessment.

Approval Recommended:

Dr. Ricardo J. Solis
President

Review and Discussion of College President's Contract (Texas Government Code 551.074, Personnel Matters)

The Board of Trustees is asked to review and take action as necessary regarding a proposed amendment to the President's Contract.

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 amendment to the President's Contract as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Announcements

A. Next Meetings:

- Tuesday, September 10, 2024
 - 3:00 p.m. – Education and Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:00 p.m. – Finance, Audit, and Human Resources Committee

- Tuesday, September 24, 2024
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- South Texas College will be closed on Monday, September 2, 2024 in observance of Labor Day.
- CCATT Annual Conference will be held in Amarillo on September 11-14, 2024.
- South Texas College Convocation will be held on Friday, September 27, 2024.

*The following documents
were provided as
handouts at the meeting.*

Summary

Quarter End Results by Investment Category:

Asset Type	February 29, 2024		May 31, 2024	
	Book Value	Market Value	Book Value	Market Value
DDA/MMA/NOW	\$ 130,292,323.37	\$ 130,292,323.37	\$ 87,751,912.41	\$ 87,751,912.41
Pools	1,746,325.29	1,746,325.29	1,769,826.94	1,769,826.94
CD/Security	320,038,766.62	319,197,472.86	337,731,348.83	336,919,844.48
Totals	\$ 452,077,415.28	\$ 451,236,121.52	\$ 427,253,088.18	\$ 426,441,583.83

Current Quarter Portfolio Performance (1)

Average Quarterly Yield	4.76%
Rolling Three Month Treasury	5.46%
Rolling Six Month Treasury	5.33%
TexPool	5.32%

Year-to-Date Portfolio Performance (2)

Average Quarter End Yield	4.56%
Rolling Three Month Treasury	5.49%
Rolling Six Month Treasury	5.41%
TexPool	5.34%

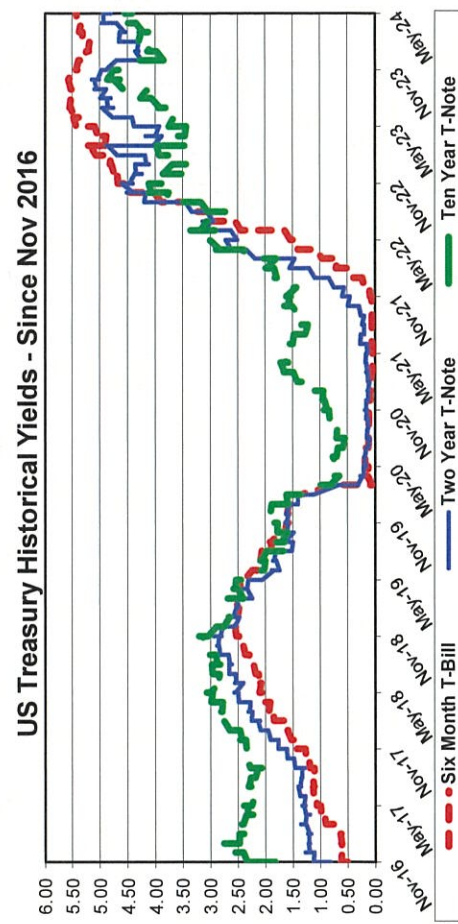
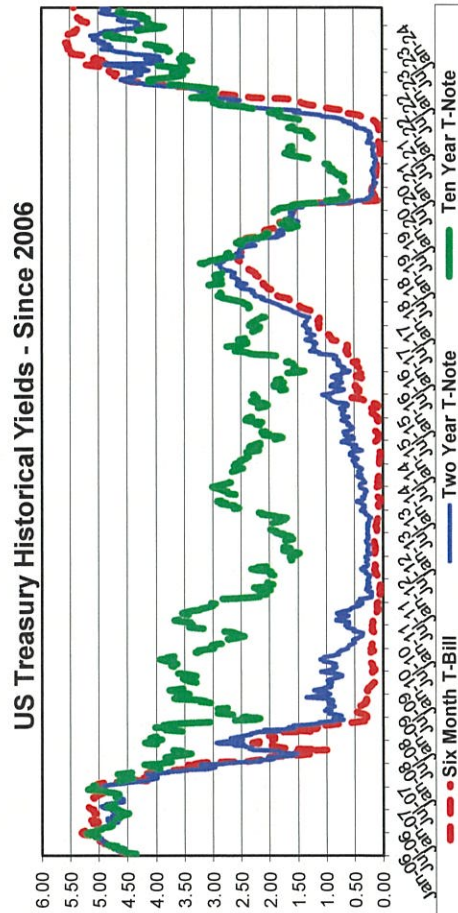
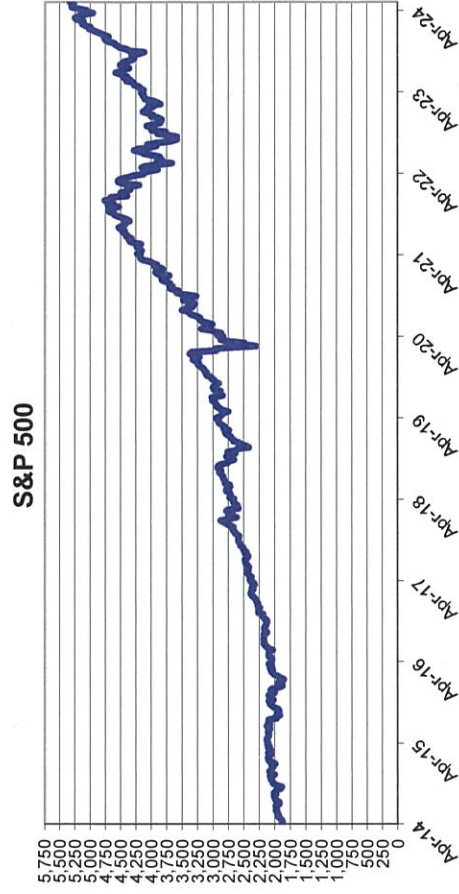
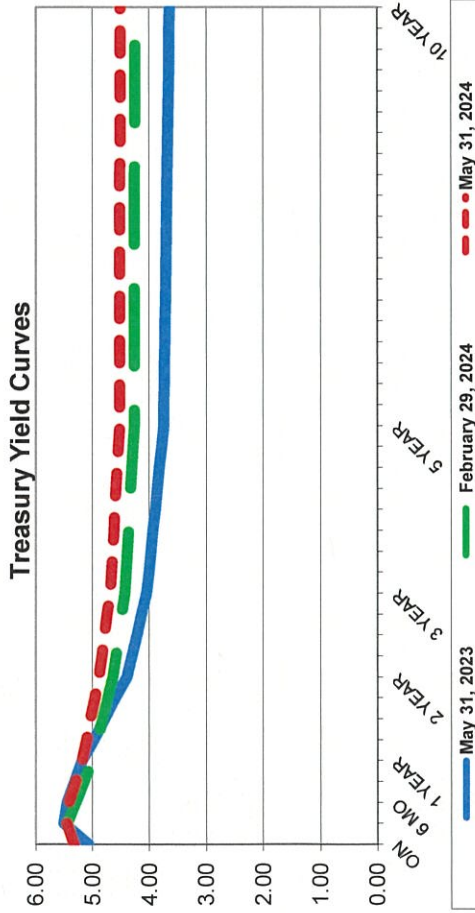
INTEREST EARNINGS

	PRIOR YEAR	CURRENT YEAR
Quarterly Interest Earned	\$3,286,034.04 (Unaudited)	\$5,163,481.20 (Unaudited)
Accrued Interest-End of Quarter	\$1,002,072.99 (Unaudited)	\$1,800,280.84 (Unaudited)
Fiscal YTD Interest Earned	\$7,376,322.50 (Unaudited)	\$13,730,655.58 (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) maintained the Fed Funds target range 5.25% - 5.50% (Effective Fed Funds are trading +/-5.33%). Expectations are for reduced future rates, but any actions will be meeting-by-meeting and "data-dependent." May Non-Farm Payroll surprised with a higher than expected 272k new jobs with the Three Month Rolling Average rising slightly to 249k. First Quarter 2024 GDP "Second Estimate" declined to +1.3%. The S&P 500 Stock Index bounced around new highs +/-5,300. The yield curve remains inverted but longer yields rose slightly. Crude Oil still trades <\$80 per barrel. Inflation remains above the FOMC 2% target (Core PCE +/-2.8% and Core CPI +/-3.6%). Reduced global economic outlooks and ongoing/expanding military conflicts continue increasing uncertainty.



Investment Holdings

May 31, 2024

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
American Nat'l Bank & Trust MMA		5.52%	06/01/24	05/31/24	\$ 12,977,168.89	\$ 12,977,168.89	1.00	\$ 12,977,168.89	1	5.52%
PNC Bank MMA - Operating		3.87%	06/01/24	05/31/24	16,812,584.66	16,812,584.66	1.00	16,812,584.66	1	3.87%
PNC Bank MMA - Operating #2		2.78%	06/01/24	05/31/24	135,946.26	135,946.26	1.00	135,946.26	1	2.78%
PNC Bank MMA - Payroll		3.24%	06/01/24	05/31/24	1,230.96	1,230.96	1.00	1,230.96	1	3.24%
PNC Bank MMA - Payroll #2		2.78%	06/01/24	05/31/24	13,395.69	13,395.69	1.00	13,395.69	1	2.78%
PNC Bank MMA - Student		2.84%	06/01/24	05/31/24	386,019.55	386,019.55	1.00	386,019.55	1	2.84%
PNC Bank MMA - Student #2		2.78%	06/01/24	05/31/24	25,058.41	25,058.41	1.00	25,058.41	1	2.78%
PNC Bank - Federal Draw Down		2.78%	06/01/24	05/31/24	320.28	320.28	1.00	320.28	1	2.78%
PNC Bank MMA		3.29%	06/01/24	05/31/24	2,280,565.17	2,280,565.17	1.00	2,280,565.17	1	3.29%
PNC Bank MMA - I&S Bond 96.02,03, 04,07, 10,14,15		2.79%	06/01/24	05/31/24	25,057.93	25,057.93	1.00	25,057.93	1	2.79%
PNC Bank - Construction E&G Transfer		2.78%	06/01/24	05/31/24	25,058.23	25,058.23	1.00	25,058.23	1	2.78%
PNC Bank - Construction E&G Transfer		3.25%	06/01/24	05/31/24	5,495,229.42	5,495,229.42	1.00	5,495,229.42	1	3.25%
Veritex Bank MMA		5.33%	06/01/24	05/31/24	4,003,838.98	4,003,838.98	1.00	4,003,838.98	1	5.33%
NexBank MMA		5.60%	06/01/24	05/31/24	45,570,437.98	45,570,437.98	1.00	45,570,437.98	1	5.60%
TexPool LGIP	AAAm	5.32%	06/01/24	05/31/24	1,769,826.94	1,769,826.94	1.00	1,769,826.94	1	5.32%
FHLB	Aaa/AA+	2.88%	06/14/24	06/01/22	12,500,000.00	12,501,232.69	99.92	12,490,330.63	14	2.59%
East West Bank CD		5.71%	07/08/24	10/10/23	7,262,109.11	7,262,109.11	100.00	7,262,109.11	38	5.88%
FFCB	Aaa/AA+	3.15%	07/15/24	07/15/22	15,000,000.00	15,000,301.44	99.75	14,961,865.80	45	3.13%
East West Bank CD		5.34%	07/16/24	01/16/24	4,184,172.16	4,184,172.16	100.00	4,184,172.16	46	5.48%
East West Bank CD		5.29%	07/31/24	02/02/24	6,105,255.69	6,105,255.69	100.00	6,105,255.69	61	5.43%
East West Bank CD		5.50%	07/31/24	03/08/24	5,064,448.08	5,064,448.08	100.00	5,064,448.08	61	5.65%
FFCB	Aaa/AA+	3.38%	08/26/24	09/08/22	15,000,000.00	14,994,234.69	99.49	14,923,594.20	87	3.54%
FFCB	Aaa/AA+	3.50%	09/13/24	09/13/22	3,168,000.00	3,167,286.64	99.48	3,151,426.73	105	3.58%
FAMCA		4.84%	09/24/24	11/15/22	10,000,000.00	10,000,000.00	99.79	9,979,494.70	116	4.84%
Bank OZK CD		5.41%	09/25/24	07/25/23	2,092,481.39	2,092,481.39	100.00	2,092,481.39	117	5.41%
FHLB	Aaa/AA+	4.50%	10/03/24	11/09/22	10,000,000.00	9,989,598.11	99.69	9,968,614.80	125	4.83%
East West Bank CD		5.64%	10/07/24	10/10/23	6,221,860.52	6,221,860.52	100.00	6,221,860.52	129	5.80%
Texas Capital Bank CD		4.82%	10/31/24	01/31/23	5,329,534.18	5,329,534.18	100.00	5,329,534.18	153	4.82%
Veritex Bank CD		5.46%	11/18/24	07/20/23	15,698,592.26	15,698,592.26	100.00	15,698,592.26	171	5.46%
Texas Capital Bank CD		4.75%	12/02/24	01/31/23	15,973,819.99	15,973,819.99	100.00	15,973,819.99	185	4.75%
BOK Financial CDARS		5.35%	12/05/24	12/07/23	2,393,237.48	2,393,237.48	100.00	2,393,237.48	188	5.50%
American Nat'l Bank & Trust CD		4.50%	02/02/25	02/03/23	15,863,825.25	15,863,825.25	100.00	15,863,825.25	247	4.50%
Bank OZK CD		5.37%	03/05/25	10/10/23	8,254,648.31	8,254,648.31	100.00	8,254,648.31	278	5.52%
Veritex Bank CD		5.17%	03/24/25	07/17/23	7,308,356.53	7,308,356.53	100.00	7,308,356.53	297	5.17%
American Nat'l Bank & Trust CD		4.92%	04/25/25	04/26/23	15,749,059.23	15,749,059.23	100.00	15,749,059.23	329	5.04%
Bank OZK CD		5.37%	05/07/25	10/10/23	10,318,310.39	10,318,310.39	100.00	10,318,310.39	341	5.52%
US Treasury	Aaa/AA+	2.75%	05/15/25	01/12/24	5,000,000.00	4,916,223.72	97.73	4,886,621.10	349	4.57%
American Nat'l Bank & Trust CD		5.10%	05/29/25	11/30/23	9,234,369.58	9,234,369.58	100.00	9,234,369.58	363	5.23%
American Nat'l Bank & Trust CD		5.10%	06/05/25	12/07/23	6,150,228.72	6,150,228.72	100.00	6,150,228.72	370	5.23%
FAMCA		4.54%	07/16/25	01/16/24	15,000,000.00	15,000,000.00	99.45	14,917,608.75	411	4.54%
American Nat'l Bank & Trust CD		4.60%	08/07/25	02/08/24	10,144,698.50	10,144,698.50	100.00	10,144,698.50	433	4.71%
American Nat'l Bank & Trust CD		4.60%	08/14/25	02/15/24	5,067,876.82	5,067,876.82	100.00	5,067,876.82	440	4.71%
FHLMC	Aaa/AA+	0.38%	09/23/25	02/02/24	15,000,000.00	14,256,844.74	94.05	14,107,721.55	480	4.33%
US Treasury	Aaa/AA+	4.25%	10/15/25	02/02/24	10,000,000.00	9,996,210.75	98.89	9,889,453.10	502	4.28%

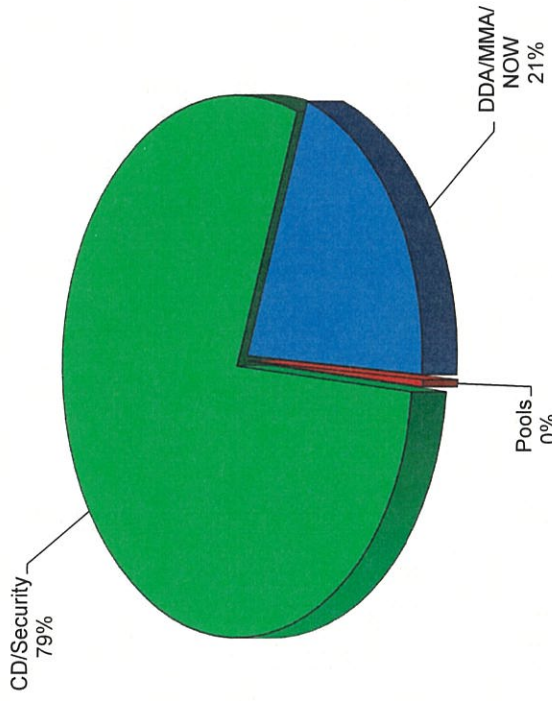
Investment Holdings
May 31, 2024

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
US Treasury	Aaa/AA+	4.25%	10/15/25	03/07/24	5,000,000.00	4,971,938.88	98.89	4,944,726.55	502	4.68%
US Treasury	Aaa/AA+	4.50%	11/15/25	03/07/24	15,000,000.00	14,972,711.25	99.21	14,881,640.70	533	4.63%
FFCB	Aaa/AA+	4.63%	12/08/25	03/07/24	15,000,000.00	14,992,397.52	99.42	14,912,992.05	556	4.66%
US Treasury	Aaa/AA+	1.63%	02/15/26	05/14/24	8,000,000.00	7,575,301.79	94.56	7,564,687.52	625	4.90%
FHLB	Aaa/AA+	4.65%	02/23/26	03/07/24	7,000,000.00	7,008,068.90	99.56	6,969,131.26	633	4.58%
FHLB	Aaa/AA+	4.88%	03/13/26	05/14/24	15,000,000.00	14,995,177.69	99.88	14,981,969.85	651	4.90%
FFCB	Aaa/AA+	4.63%	04/01/26	05/14/24	5,000,000.00	4,976,935.83	99.42	4,971,081.00	670	4.89%
					\$ 428,606,623.54	\$ 427,253,088.18		\$ 426,441,583.83	244	4.76%
									(1)	(2)

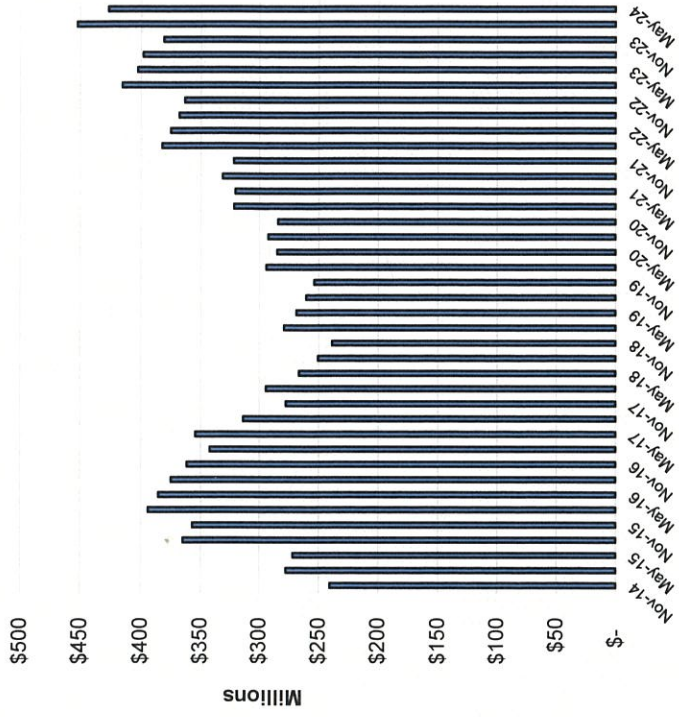
(1) Weighted average life - Pools, Money Market Funds, and Bank Deposits are assumed to have a one day maturity.

(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.

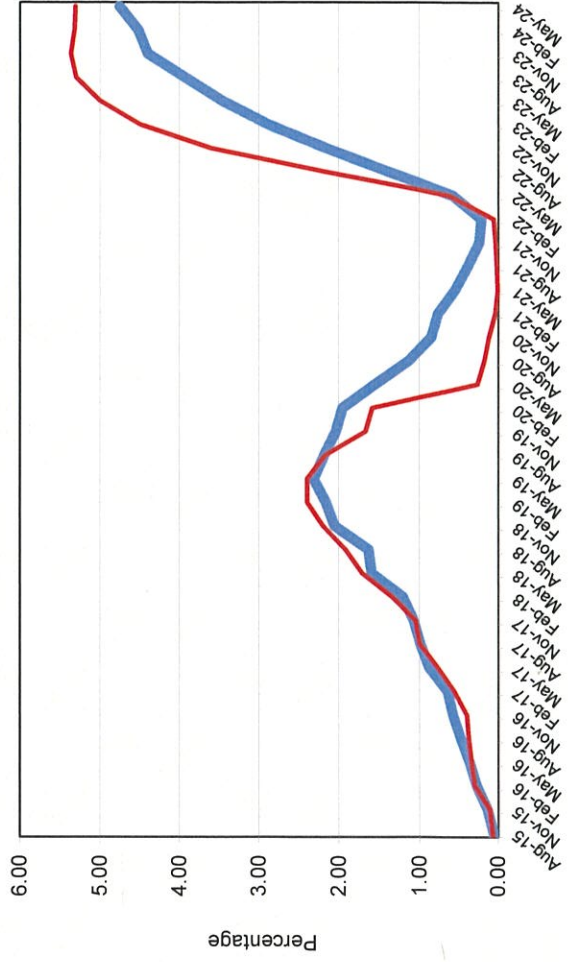
Portfolio Composition



Quarter-End Book Value



Total Portfolio Performance



Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 02/29/24	Increases	Decreases	Book Value 05/31/24	Market Value 02/29/24	Change in Market Value	Market Value 05/31/24
American Nat'l Bank & Trust MMA	5.52%	06/01/24	\$ 12,798,013.14	\$ 179,155.75	\$ -	\$ 12,977,168.89	\$ 12,798,013.14	\$ 179,155.75	\$ 12,977,168.89
PNC Bank MMA - Operating	3.87%	06/01/24	60,281,495.93	-	(43,468,911.27)	16,812,584.66	60,281,495.93	(43,468,911.27)	16,812,584.66
PNC Bank MMA - Operating #2	2.78%	06/01/24	38,016.48	97,929.78	-	135,946.26	38,016.48	97,929.78	135,946.26
PNC Bank MMA - Payroll	3.24%	06/01/24	1,186.54	44.42	-	1,230.96	1,186.54	44.42	1,230.96
PNC Bank MMA - Payroll #2	2.78%	06/01/24	17,436.08	-	(4,040.39)	13,395.69	17,436.08	(4,040.39)	13,395.69
PNC Bank MMA - Student	2.84%	06/01/24	612,445.44	-	(226,425.89)	386,019.55	612,445.44	(226,425.89)	386,019.55
PNC Bank MMA - Student #2	2.78%	06/01/24	25,054.46	3.95	-	25,058.41	25,054.46	3.95	25,058.41
PNC Bank - Federal Draw Down	2.78%	06/01/24	1,561.43	-	(1,241.15)	320.28	1,561.43	(1,241.15)	320.28
PNC Bank MMA	3.29%	06/01/24	6,019,211.38	-	(3,738,646.21)	2,280,565.17	6,019,211.38	(3,738,646.21)	2,280,565.17
PNC Bank MMA - I&S Bond 96.02,03, 04-07,10,14,15	2.79%	06/01/24	25,054.18	3.75	-	25,057.93	25,054.18	3.75	25,057.93
PNC Bank - Construction E&G Transfer	2.78%	06/01/24	25,054.48	3.75	-	25,058.23	25,054.48	3.75	25,058.23
PNC Bank - Construction E&G Transfer	3.25%	06/01/24	1,561,652.23	3,933,577.19	-	5,495,229.42	1,561,652.23	3,933,577.19	5,495,229.42
Veritex Bank MMA	5.33%	06/01/24	3,949,379.30	54,459.68	-	4,003,838.98	3,949,379.30	54,459.68	4,003,838.98
NexBank MMA	5.60%	06/01/24	44,936,762.30	633,675.68	-	45,570,437.98	44,936,762.30	633,675.68	45,570,437.98
TexPool LGIP	5.32%	06/01/24	1,746,325.29	23,501.65	-	1,769,826.94	1,746,325.29	23,501.65	1,769,826.94
FAMCA	2.33%	03/24/24	10,000,000.00	-	(10,000,000.00)	-	9,976,665.10	(9,976,665.10)	-
Texas Capital Bank CD	4.90%	03/31/24	5,271,102.54	-	(5,271,102.54)	-	5,271,102.54	(5,271,102.54)	-
East West Bank CD	5.95%	04/05/24	3,197,689.46	-	(3,197,689.46)	-	3,197,689.46	(3,197,689.46)	-
East West Bank CD	5.95%	04/05/24	3,962,620.66	-	(3,962,620.66)	-	3,962,620.66	(3,962,620.66)	-
East West Bank CD	4.59%	04/26/24	5,213,343.47	-	(5,213,343.47)	-	5,213,343.47	(5,213,343.47)	-
FAMCA	2.38%	04/29/24	10,000,000.00	-	(10,000,000.00)	-	9,950,860.50	(9,950,860.50)	-
FFCB	2.57%	05/03/24	9,249,866.52	-	(9,249,866.52)	-	9,204,403.36	(9,204,403.36)	-
Independent Financial CD	4.99%	05/27/24	7,355,735.68	-	(7,355,735.68)	-	7,355,735.68	(7,355,735.68)	-
Independent Financial CD	5.64%	05/28/24	1,690,784.40	-	(1,690,784.40)	-	1,690,784.40	(1,690,784.40)	-
US Treasury	2.56%	05/31/24	2,999,556.94	-	(2,999,556.94)	-	2,978,906.25	(2,978,906.25)	-
FHLB	2.59%	06/14/24	12,509,956.32	-	(8,723.63)	12,501,232.69	12,409,433.63	80,897.00	12,490,330.63
East West Bank CD	5.88%	07/08/24	7,158,347.02	103,762.09	-	7,262,109.11	7,158,347.02	103,762.09	7,262,109.11
FFCB	3.13%	07/15/24	15,000,931.71	-	(630.27)	15,000,301.44	14,878,495.35	83,370.45	14,961,865.80
East West Bank CD	5.48%	07/16/24	4,128,235.72	55,936.44	-	4,184,172.16	4,128,235.72	55,936.44	4,184,172.16
East West Bank CD	5.43%	07/31/24	6,024,396.19	80,859.50	-	6,105,255.69	6,024,396.19	80,859.50	6,105,255.69
East West Bank CD	5.65%	07/31/24	-	5,064,448.08	-	5,064,448.08	-	5,064,448.08	5,064,448.08
FFCB	3.54%	08/26/24	14,987,994.60	6,240.09	-	14,994,234.69	14,859,107.85	64,486.35	14,923,594.20
FFCB	3.58%	09/13/24	3,166,643.22	643.42	-	3,167,286.64	3,138,528.10	12,898.63	3,151,426.73
FAMCA	4.84%	09/24/24	10,000,000.00	-	-	10,000,000.00	9,969,765.90	9,728.80	9,979,494.70
Bank OZK CD	5.41%	09/25/24	2,064,755.69	27,725.70	-	2,092,481.39	2,064,755.69	27,725.70	2,092,481.39
FHLB	4.83%	10/03/24	9,981,754.06	7,844.05	-	9,989,598.11	9,956,078.20	12,536.60	9,968,614.80
East West Bank CD	5.80%	10/07/24	6,134,043.72	87,816.80	-	6,221,860.52	6,134,043.72	87,816.80	6,221,860.52
Texas Capital Bank CD	4.82%	10/31/24	5,266,572.02	62,962.16	-	5,329,534.18	5,266,572.02	62,962.16	5,329,534.18
Veritex Bank CD	5.46%	11/18/24	15,489,125.09	209,467.17	-	15,698,592.26	15,489,125.09	209,467.17	15,698,592.26
Texas Capital Bank CD	4.75%	12/02/24	15,787,832.95	185,987.04	-	15,973,819.99	15,787,832.95	185,987.04	15,973,819.99
BOK Financial CDARS	5.50%	12/05/24	2,361,157.12	32,080.36	-	2,393,237.48	2,361,157.12	32,080.36	2,393,237.48
American Nat'l Bank & Trust CD	4.50%	02/02/25	15,689,096.33	174,728.92	-	15,863,825.25	15,689,096.33	174,728.92	15,863,825.25
Bank OZK CD	5.52%	03/05/25	8,146,076.21	108,572.10	-	8,254,648.31	8,146,076.21	108,572.10	8,254,648.31
Veritex Bank CD	5.17%	03/24/25	7,215,976.36	92,380.17	-	7,308,356.53	7,215,976.36	92,380.17	7,308,356.53
American Nat'l Bank & Trust CD	5.04%	04/25/25	15,575,594.38	173,464.85	-	15,749,059.23	15,575,594.38	173,464.85	15,749,059.23
Bank OZK CD	5.52%	05/07/25	10,182,595.26	135,715.13	-	10,318,310.39	10,182,595.26	135,715.13	10,318,310.39
US Treasury	4.57%	05/15/25	4,894,139.43	22,084.29	-	4,916,223.72	4,873,046.90	13,574.20	4,886,621.10
American Nat'l Bank & Trust CD	5.23%	05/29/25	9,116,431.72	117,937.86	-	9,234,369.58	9,116,431.72	117,937.86	9,234,369.58
American Nat'l Bank & Trust CD	5.23%	06/05/25	6,071,680.15	78,548.57	-	6,150,228.72	6,071,680.15	78,548.57	6,150,228.72
FAMCA	4.54%	07/16/25	15,000,000.00	-	-	15,000,000.00	14,937,723.75	(20,115.00)	14,917,608.75

Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 02/29/24	Increases	Decreases	Book Value 05/31/24	Market Value 02/29/24	Change in Market Value	Market Value 05/31/24
American Nat'l Bank & Trust CD	4.71%	08/07/25	10,027,762.63	116,935.87	-	10,144,698.50	10,027,762.63	116,935.87	10,144,698.50
American Nat'l Bank & Trust CD	4.71%	08/14/25	5,009,460.30	58,416.52	-	5,067,876.82	5,009,460.30	58,416.52	5,067,876.82
FHLMC	4.33%	09/23/25	14,111,992.45	144,852.29	-	14,256,844.74	14,007,246.00	100,475.55	14,107,721.55
US Treasury	4.28%	10/15/25	9,995,516.30	694.45	-	9,996,210.75	9,916,796.90	(27,343.80)	9,889,453.10
US Treasury	4.68%	10/15/25	-	4,971,938.88	-	4,971,938.88	-	4,944,726.55	4,944,726.55
US Treasury	4.63%	11/15/25	-	14,972,711.25	-	14,972,711.25	-	14,881,640.70	14,881,640.70
FFCB	4.66%	12/08/25	-	14,992,397.52	-	14,992,397.52	-	14,912,992.05	14,912,992.05
US Treasury	4.90%	02/15/26	-	7,575,301.79	-	7,575,301.79	-	7,564,687.52	7,564,687.52
FHLB	4.58%	02/23/26	-	7,008,068.90	-	7,008,068.90	-	6,969,131.26	6,969,131.26
FHLB	4.90%	03/13/26	-	14,995,177.69	-	14,995,177.69	-	14,981,969.85	14,981,969.85
FFCB	4.89%	04/01/26	-	4,976,935.83	-	4,976,935.83	-	4,971,081.00	4,971,081.00
TOTALS / AVERAGE	4.76%		\$ 452,077,415.28	\$ 81,564,991.38	\$ (106,389,318.48)	\$ 427,253,088.18	\$ 451,236,121.52	\$ (24,794,537.69)	\$ 426,441,583.83

Allocation

May 31, 2024

Book Value

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
American Nat'l Bank & Trust MMA	\$ 12,977,168.89	\$ -	\$ 12,977,168.89	\$ -	\$ -
PNC Bank MMA - Operating	16,812,584.66	16,812,584.66	-	-	-
PNC Bank MMA - Operating #2	135,946.26	135,946.26	-	-	-
PNC Bank MMA - Payroll	1,230.96	1,230.96	-	-	-
PNC Bank MMA - Payroll #2	13,395.69	13,395.69	-	-	-
PNC Bank MMA - Student	386,019.55	386,019.55	-	-	-
PNC Bank MMA - Student #2	25,058.41	25,058.41	-	-	-
PNC Bank - Federal Draw Down	320.28	320.28	-	-	-
PNC Bank MMA	2,280,565.17	-	-	-	2,280,565.17
PNC Bank MMA - I&S Bond 96,02,03, 04,07,10,14,15	25,057.93	-	-	-	25,057.93
PNC Bank - Construction E&G Transfer	25,058.23	-	25,058.23	-	-
PNC Bank - Construction E&G Transfer	5,495,229.42	-	5,495,229.42	-	-
Veritex Bank MMA	4,003,838.98	-	4,003,838.98	-	-
NexBank MMA	45,570,437.98	33,383,235.25	10,943,291.59	-	1,243,911.14
TexPool LGIP	1,769,826.94	-	1,078,814.19	-	691,012.75
06/14/24-FHLB	12,501,232.69	12,501,232.69	-	-	-
07/08/24-East West Bank CD	7,262,109.11	-	7,262,109.11	-	-
07/15/24-FFCB	15,000,301.44	15,000,301.44	-	-	-
07/16/24-East West Bank CD	4,184,172.16	103,196.11	-	-	-
07/13/24-East West Bank CD	6,105,255.69	-	-	-	4,080,976.05
07/13/24-East West Bank CD	5,064,448.08	-	-	-	6,105,255.69
08/26/24-FFCB	14,994,234.69	14,994,234.69	-	-	5,064,448.08
09/13/24-FFCB	3,167,286.64	3,167,286.64	-	-	-
09/24/24-FAMCA	10,000,000.00	10,000,000.00	-	-	-
09/25/24-Bank OZK CD	2,092,481.39	2,092,481.39	-	-	-
10/03/24-FHLB	9,989,598.11	9,989,598.11	-	-	-
10/07/24-East West Bank CD	6,221,860.52	-	6,221,860.52	-	-
10/31/24-Texas Capital Bank CD	5,329,534.18	5,329,534.18	-	-	-
11/18/24-Veritex Bank CD	15,698,592.26	15,698,592.26	-	-	-
12/02/24-Texas Capital Bank CD	15,973,819.99	15,973,819.99	-	-	-
12/05/24-BOK Financial CDARS	2,393,237.48	-	2,052,607.31	340,630.17	-
02/02/25-American Nat'l Bank & Trust CD	15,863,825.25	15,863,825.25	-	-	-
03/05/25-Bank OZK CD	8,254,648.31	8,254,648.31	-	-	-
03/24/25-Veritex Bank CD	7,308,356.53	7,308,356.53	-	-	-
04/25/25-American Nat'l Bank & Trust CD	15,749,059.23	15,749,059.23	-	-	-

**Allocation
May 31, 2024
Book Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
05/07/25–Bank OZK CD	10,318,310.39	10,318,310.39	–	–	–
05/15/25–US Treasury	4,916,223.72	4,916,223.72	–	–	–
05/29/25–American Nat'l Bank & Trust CD	9,234,369.58	9,234,369.58	–	–	–
06/05/25–American Nat'l Bank & Trust CD	6,150,228.72	6,150,228.72	–	–	–
07/16/25–FAMCA	15,000,000.00	15,000,000.00	–	–	–
08/07/25–American Nat'l Bank & Trust CD	10,144,698.50	10,144,698.50	–	–	–
08/14/25–American Nat'l Bank & Trust CD	5,067,876.82	5,067,876.82	–	–	–
09/23/25–FHLMC	14,256,844.74	14,256,844.74	–	–	–
10/15/25–US Treasury	9,996,210.75	9,996,210.75	–	–	–
10/15/25–US Treasury	4,971,938.88	4,971,938.88	–	–	–
11/15/25–US Treasury	14,972,711.25	14,972,711.25	–	–	–
12/08/25–FFCB	14,992,397.52	14,992,397.52	–	–	–
02/15/26–US Treasury	7,575,301.79	7,575,301.79	–	–	–
02/23/26–FHLB	7,008,068.90	7,008,068.90	–	–	–
03/13/26–FHLB	14,995,177.69	14,995,177.69	–	–	–
04/01/26–FFCB	4,976,935.83	4,976,935.83	–	–	–

Totals \$ 427,253,088.18 \$ 357,361,252.96 \$ 50,059,978.24 \$ 340,630.17 \$ 19,491,226.81

Allocation
May 31, 2024
Market Value

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
American Nat'l Bank & Trust MMA	\$ 12,977,168.89	\$ -	\$ 12,977,168.89	\$ -	\$ -
PNC Bank MMA - Operating	16,812,584.66	16,812,584.66	-	-	-
PNC Bank MMA - Operating #2	135,946.26	135,946.26	-	-	-
PNC Bank MMA - Payroll	1,230.96	1,230.96	-	-	-
PNC Bank MMA - Payroll #2	13,395.69	13,395.69	-	-	-
PNC Bank MMA - Student	386,019.55	386,019.55	-	-	-
PNC Bank MMA - Student #2	25,058.41	25,058.41	-	-	-
PNC Bank - Federal Draw Down	320.28	320.28	-	-	-
PNC Bank MMA	2,280,565.17	-	-	-	2,280,565.17
PNC Bank MMA - I&S Bond 96,02,03, 04,07,10,14,15	25,057.93	-	-	-	25,057.93
PNC Bank - Construction E&G Transfer	25,058.23	-	25,058.23	-	-
PNC Bank - Construction E&G Transfer	5,495,229.42	-	5,495,229.42	-	-
Veritex Bank MMA	4,003,838.98	-	4,003,838.98	-	-
NexBank MMA	45,570,437.98	33,383,235.25	10,943,291.59	-	1,243,911.14
TexPool LGIP	1,769,826.94	-	1,078,814.19	-	691,012.75
06/14/24-FHLB	12,490,330.63	12,490,330.63	-	-	-
07/08/24-East West Bank CD	7,262,109.11	-	7,262,109.11	-	-
07/15/24-FFCB	14,961,865.80	14,961,865.80	-	-	-
07/16/24-East West Bank CD	4,184,172.16	103,196.11	-	-	4,080,976.05
07/31/24-East West Bank CD	6,105,255.69	-	-	-	6,105,255.69
07/31/24-East West Bank CD	5,064,448.08	-	-	-	5,064,448.08
08/26/24-FFCB	14,923,594.20	14,923,594.20	-	-	-
09/13/24-FFCB	3,151,426.73	3,151,426.73	-	-	-
09/24/24-FAMCA	9,979,494.70	9,979,494.70	-	-	-
09/25/24-Bank OZK CD	2,092,481.39	2,092,481.39	-	-	-
10/03/24-FHLB	9,968,614.80	9,968,614.80	-	-	-
10/07/24-East West Bank CD	6,221,860.52	-	6,221,860.52	-	-
10/31/24-Texas Capital Bank CD	5,329,534.18	5,329,534.18	-	-	-
11/18/24-Veritex Bank CD	15,698,592.26	15,698,592.26	-	-	-
12/02/24-Texas Capital Bank CD	15,973,819.99	15,973,819.99	-	-	-
12/05/24-BOK Financial CDARS	2,393,237.48	-	2,052,607.31	340,630.17	-
02/02/25-American Nat'l Bank & Trust CD	15,863,825.25	15,863,825.25	-	-	-
03/05/25-Bank OZK CD	8,254,648.31	8,254,648.31	-	-	-
03/24/25-Veritex Bank CD	7,308,356.53	7,308,356.53	-	-	-
04/25/25-American Nat'l Bank & Trust CD	15,749,059.23	15,749,059.23	-	-	-

**Allocation
May 31, 2024
Market Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
05/07/25-Bank OZK CD	10,318,310.39	10,318,310.39	-	-	-
05/15/25-US Treasury	4,886,621.10	4,886,621.10	-	-	-
05/29/25-American Nat'l Bank & Trust CD	9,234,369.58	9,234,369.58	-	-	-
06/05/25-American Nat'l Bank & Trust CD	6,150,228.72	6,150,228.72	-	-	-
07/16/25-FAMCA	14,917,608.75	14,917,608.75	-	-	-
08/07/25-American Nat'l Bank & Trust CD	10,144,698.50	10,144,698.50	-	-	-
08/14/25-American Nat'l Bank & Trust CD	5,067,876.82	5,067,876.82	-	-	-
09/23/25-FHLMC	14,107,721.55	14,107,721.55	-	-	-
10/15/25-US Treasury	9,889,453.10	9,889,453.10	-	-	-
10/15/25-US Treasury	4,944,726.55	4,944,726.55	-	-	-
11/15/25-US Treasury	14,881,640.70	14,881,640.70	-	-	-
12/08/25-FFCB	14,912,992.05	14,912,992.05	-	-	-
02/15/26-US Treasury	7,564,687.52	7,564,687.52	-	-	-
02/23/26-FHLB	6,969,131.26	6,969,131.26	-	-	-
03/13/26-FHLB	14,981,969.85	14,981,969.85	-	-	-
04/01/26-FFCB	4,971,081.00	4,971,081.00	-	-	-

Totals \$ 426,441,583.83 \$ 356,549,748.61 \$ 50,059,978.24 \$ 340,630.17 \$ 19,491,226.81

**Allocation
February 29, 2024
Book Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
American Nat'l Bank & Trust MMA	\$ 12,798,013.14	\$ -	\$ 12,798,013.14	\$ -	\$ -
PNC Bank MMA - Operating	60,281,495.93	60,281,495.93	-	-	-
PNC Bank MMA - Operating #2	38,016.48	38,016.48	-	-	-
PNC Bank MMA - Payroll	1,186.54	1,186.54	-	-	-
PNC Bank MMA - Payroll #2	17,436.08	17,436.08	-	-	-
PNC Bank MMA - Student	612,445.44	612,445.44	-	-	-
PNC Bank MMA - Student #2	25,054.46	25,054.46	-	-	-
PNC Bank - Federal Draw Down	1,561.43	1,561.43	-	-	-
PNC Bank MMA	6,019,211.38	-	-	-	6,019,211.38
PNC Bank MMA - I&S Bond 96,02,03, 04,07,10,14,15	25,054.18	-	-	-	25,054.18
PNC Bank - Construction E&G Transfer	25,054.48	-	25,054.48	-	-
PNC Bank - Construction E&G Transfer	1,561,652.23	-	1,561,652.23	-	-
Veritex Bank MMA	3,949,379.30	-	3,949,379.30	-	-
NexBank MMA	44,936,762.30	32,919,027.52	10,791,120.65	-	1,226,614.13
TexPool LGIP	1,746,325.29	-	1,064,488.52	-	681,836.77
03/24/24-FAMCA	10,000,000.00	10,000,000.00	-	-	-
03/31/24-Texas Capital Bank CD	5,271,102.54	5,271,102.54	-	-	-
04/05/24-East West Bank CD	3,197,689.46	-	3,197,689.46	-	-
04/05/24-East West Bank CD	3,962,620.66	-	3,962,620.66	-	-
04/26/24-East West Bank CD	5,213,343.47	5,213,343.47	-	-	-
04/29/24-FAMCA	10,000,000.00	10,000,000.00	-	-	-
05/03/24-FFCB	9,249,866.52	9,249,866.52	-	-	-
05/27/24-Independent Financial CD	7,355,735.68	7,355,735.68	-	-	-
05/28/24-Independent Financial CD	1,690,784.40	1,690,784.40	-	-	-
05/31/24-US Treasury	2,999,556.94	2,999,556.94	-	-	-
06/14/24-FHLB	12,509,956.32	12,509,956.32	-	-	-
07/08/24-East West Bank CD	7,158,347.02	-	7,158,347.02	-	-
07/15/24-FFCB	15,000,931.71	15,000,931.71	-	-	-
07/16/24-East West Bank CD	4,128,235.72	101,816.53	-	-	4,026,419.19
07/31/24-East West Bank CD	6,024,396.19	-	-	-	6,024,396.19
08/26/24-FFCB	14,987,994.60	14,987,994.60	-	-	-
09/13/24-FFCB	3,166,643.22	3,166,643.22	-	-	-
09/24/24-FAMCA	10,000,000.00	10,000,000.00	-	-	-
09/25/24-Bank OZK CD	2,064,755.69	2,064,755.69	-	-	-
10/03/24-FHLB	9,981,754.06	9,981,754.06	-	-	-

**Allocation
February 29, 2024
Book Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
10/07/24–East West Bank CD	6,134,043.72	–	6,134,043.72	–	–
10/31/24–Texas Capital Bank CD	5,266,572.02	5,266,572.02	–	–	–
11/18/24–Veritex Bank CD	15,489,125.09	15,489,125.09	–	–	–
12/02/24–Texas Capital Bank CD	15,787,832.95	15,787,832.95	–	–	–
12/05/24–BOK Financial CDARS	2,361,157.12	–	2,025,092.95	336,064.17	–
02/02/25–American Nat'l Bank & Trust CD	15,689,096.33	15,689,096.33	–	–	–
03/05/25–Bank OZK CD	8,146,076.21	8,146,076.21	–	–	–
03/24/25–Veritex Bank CD	7,215,976.36	7,215,976.36	–	–	–
04/25/25–American Nat'l Bank & Trust CD	15,575,594.38	15,575,594.38	–	–	–
05/07/25–Bank OZK CD	10,182,595.26	10,182,595.26	–	–	–
05/15/25–US Treasury	4,894,139.43	4,894,139.43	–	–	–
05/29/25–American Nat'l Bank & Trust CD	9,116,431.72	9,116,431.72	–	–	–
06/05/25–American Nat'l Bank & Trust CD	6,071,680.15	6,071,680.15	–	–	–
07/16/25–FAMCA	15,000,000.00	15,000,000.00	–	–	–
08/07/25–American Nat'l Bank & Trust CD	10,027,762.63	10,027,762.63	–	–	–
08/14/25–American Nat'l Bank & Trust CD	5,009,460.30	5,009,460.30	–	–	–
09/23/25–FHLMC	14,111,992.45	14,111,992.45	–	–	–
10/15/25–US Treasury	9,995,516.30	9,995,516.30	–	–	–

Totals \$ 452,077,415.28 \$ 381,070,317.14 \$ 52,667,502.13 \$ 336,064.17 \$ 18,003,531.84

Allocation
February 29, 2024
Market Value

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
American Nat'l Bank & Trust MMA	\$ 12,798,013.14	\$ -	\$ 12,798,013.14	\$ -	-
PNC Bank MMA - Operating	60,281,495.93	60,281,495.93	-	-	-
PNC Bank MMA - Operating #2	38,016.48	38,016.48	-	-	-
PNC Bank MMA - Payroll	1,186.54	1,186.54	-	-	-
PNC Bank MMA - Payroll #2	17,436.08	17,436.08	-	-	-
PNC Bank MMA - Student	612,445.44	612,445.44	-	-	-
PNC Bank MMA - Student #2	25,054.46	25,054.46	-	-	-
PNC Bank - Federal Draw Down	1,561.43	1,561.43	-	-	-
PNC Bank MMA	6,019,211.38	-	-	-	6,019,211.38
PNC Bank MMA - I&S Bond 96,02,03, 04,07,10,14,15	25,054.18	-	-	-	25,054.18
PNC Bank - Construction E&G Transfer	25,054.48	-	25,054.48	-	-
PNC Bank - Construction E&G Transfer	1,561,652.23	-	1,561,652.23	-	-
Veritex Bank MMA	3,949,379.30	-	3,949,379.30	-	-
NexBank MMA	44,936,762.30	32,919,027.52	10,791,120.65	-	1,226,614.13
TexPool LGIP	1,746,325.29	-	1,064,488.52	-	681,836.77
03/24/24-FAMCA	9,976,665.10	9,976,665.10	-	-	-
03/31/24-Texas Capital Bank CD	5,271,102.54	5,271,102.54	-	-	-
04/05/24-East West Bank CD	3,197,689.46	-	3,197,689.46	-	-
04/05/24-East West Bank CD	3,962,620.66	-	3,962,620.66	-	-
04/26/24-East West Bank CD	5,213,343.47	5,213,343.47	-	-	-
04/29/24-FAMCA	9,950,860.50	9,950,860.50	-	-	-
05/03/24-FFCB	9,204,403.36	9,204,403.36	-	-	-
05/27/24-Independent Financial CD	7,355,735.68	7,355,735.68	-	-	-
05/28/24-Independent Financial CD	1,690,784.40	1,690,784.40	-	-	-
05/31/24-US Treasury	2,978,906.25	2,978,906.25	-	-	-
06/14/24-FHLB	12,409,433.63	12,409,433.63	-	-	-
07/08/24-East West Bank CD	7,158,347.02	-	7,158,347.02	-	-
07/15/24-FFCB	14,878,495.35	14,878,495.35	-	-	-
07/16/24-East West Bank CD	4,128,235.72	101,816.53	-	-	4,026,419.19
07/31/24-East West Bank CD	6,024,396.19	-	-	-	6,024,396.19
08/26/24-FFCB	14,859,107.85	14,859,107.85	-	-	-
09/13/24-FFCB	3,138,528.10	3,138,528.10	-	-	-
09/24/24-FAMCA	9,969,765.90	9,969,765.90	-	-	-
09/25/24-Bank OZK CD	2,064,755.69	2,064,755.69	-	-	-
10/03/24-FHLB	9,956,078.20	9,956,078.20	-	-	-

**Allocation
February 29, 2024
Market Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
10/07/24–East West Bank CD	6,134,043.72	–	6,134,043.72	–	–
10/31/24–Texas Capital Bank CD	5,266,572.02	5,266,572.02	–	–	–
11/18/24–Veritex Bank CD	15,489,125.09	15,489,125.09	–	–	–
12/02/24–Texas Capital Bank CD	15,787,832.95	15,787,832.95	–	–	–
12/05/24–BOK Financial CDARS	2,361,157.12	–	2,025,092.95	336,064.17	–
02/02/25–American Nat'l Bank & Trust CD	15,689,096.33	15,689,096.33	–	–	–
03/05/25–Bank OZK CD	8,146,076.21	8,146,076.21	–	–	–
03/24/25–Veritex Bank CD	7,215,976.36	7,215,976.36	–	–	–
04/25/25–American Nat'l Bank & Trust CD	15,575,594.38	15,575,594.38	–	–	–
05/07/25–Bank OZK CD	10,182,595.26	10,182,595.26	–	–	–
05/15/25–US Treasury	4,873,046.90	4,873,046.90	–	–	–
05/29/25–American Nat'l Bank & Trust CD	9,116,431.72	9,116,431.72	–	–	–
06/05/25–American Nat'l Bank & Trust CD	6,071,680.15	6,071,680.15	–	–	–
07/16/25–FAMCA	14,937,723.75	14,937,723.75	–	–	–
08/07/25–American Nat'l Bank & Trust CD	10,027,762.63	10,027,762.63	–	–	–
08/14/25–American Nat'l Bank & Trust CD	5,009,460.30	5,009,460.30	–	–	–
09/23/25–FHLMC	14,007,246.00	14,007,246.00	–	–	–
10/15/25–US Treasury	9,916,796.90	9,916,796.90	–	–	–

Totals \$ 451,236,121.52 \$ 380,229,023.38 \$ 52,667,502.13 \$ 336,064.17 \$ 18,003,531.84

**Investment Policy Compliance
May 31, 2024**

Authorized Investments	Maximum %	Actual Market Value	% of Portfolio	Status
U.S. Treasury Bills/Notes/Bonds	100%	\$ 42,167,129	9.9%	Pass
U.S. Agencies and Instrumentalities	100%	136,335,831	32.0%	Pass
States, Counties, Cities and Other	25%	—	0.0%	N/A
Financial Institution Deposits	100%	246,168,797	57.7%	Pass
Government Money Market Mutual Funds	25%	—	0.0%	N/A
Eligible Investment Pools	50%	1,769,827	0.4%	Pass
Total		\$ 426,441,584	100.0%	

NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of \$0.1620 per \$100 valuation has been proposed by the governing body of South Texas College.

PROPOSED TAX RATE	\$0.1620 per \$100
NO-NEW-REVENUE TAX RATE	\$0.1506 per \$100
VOTER-APPROVAL TAX RATE	\$0.1620 per \$100

The no-new-revenue tax rate is the tax rate for the 2024 tax year that will raise the same amount of property tax revenue for South Texas College from the same properties in both the 2023 tax year and the 2024 tax year.

The voter-approval rate is the highest tax rate that South Texas College may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that South Texas College is proposing to increase property taxes for the 2024 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 24, 2024 AT 5:15 PM AT South Texas College Board Room Annex Bldg 2nd Floor 3201 W. Pecan, McAllen, Texas.

The proposed tax rate is not greater than the voter-approval tax rate. As a result, South Texas College is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the South Texas College of South Texas College at their offices or by attending the public hearing mentioned above. YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

$$\text{Property tax amount} = (\text{tax rate}) \times (\text{taxable value of your property}) / 100$$

FOR the proposal:

AGAINST the proposal:

PRESENT and not voting:

ABSENT:

Visit [Texas.gov/PropertyTaxes](https://www.texas.gov/PropertyTaxes) to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by South Texas College last year to the taxes proposed to be imposed on the average residence homestead by South Texas College this year.

	2023	2024	Change
Total tax rate (per \$100 of value)	\$0.1562	\$0.1620	increase of 0.0058 per \$100, or 3.71%
Average homestead taxable value	\$174,411	\$181,047	increase of 3.80%
Tax on average homestead	\$272.43	\$293.30	increase of 20.87, or 7.66%
Total tax levy on all properties	\$82,345,438	\$91,137,995	increase of 8,792,557, or 10.68%

For assistance with tax calculations, please contact the tax assessor for South Texas College at 956-872-3558 or marye@southtexascollege.edu, or visit www.southtexascollege.edu for more information.