

South Texas College
Board of Trustees
Finance, Audit, and Human Resources Committee

Ann Richards Administration Building, Board Room

Pecan Campus, McAllen, Texas

Tuesday, May 14, 2024 @ 5:15 p.m.

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.”

- I. Approval of April 9, 2024 Finance, Audit, and Human Resources Committee Minutes
- II. Review and Action as Necessary on Award of Proposals, Purchases, Renewals, and Interlocal Agreement

Award of Proposals

- 1) Medical Office Skills Training (Award)
- 2) Purchase of LED Lamps (Award)
- 3) Purchase of Welding Equipment (Award)
- 4) Small Business Skills Training (Award)
- 5) Trailer for Flammable Liquid and Gas Firefighter Training (Award)

Purchases and Renewals - Instructional Items

- 6) Adult Stimulator Manikin (Purchase)
- 7) Powered Ambulance Cot (Purchase)
- 8) Welding Gases, Metal, and Supplies (Purchase)
- 9) Nursing and Allied Health Equipment and Supplies (Renewal)

Purchases and Renewals - Non-Instructional Items

- 10) Furniture (Purchase)
- 11) Parts and Supplies (Purchase)
- 12) Campus Dining and Food Trucks – II (Renewal)
- 13) Campus Dining and Food Trucks – II (Renewal)
- 14) Ground Maintenance (Renewal)

Purchases and Renewals - Technology Items

- 15) Computers, Laptops, Tablets, Monitors, Servers, and Printers (Purchase)
- 16) Server Hardware Equipment (Purchase) – **Grant Funded**
- 17) Servers (Purchase)
- 18) Software Subscription (Purchase)
- 19) Datacenter Switches and Server Maintenance (Renewal)
- 20) Network Cabling and Equipment Installation Services (Renewal)
- 21) Network Software Maintenance (Renewal)
- 22) VMware Maintenance (Renewal)
- 23) Web Application Firewall Software/Cloud Subscription Agreement (Renewal)

Interlocal Agreement

- 24) Institutional Membership (Purchase)

- III. Review and Recommend Action to Renew the Starr County Agreement for Tax Assessment Collection
- IV. Review and Recommend Action on Revised Appraisal District Allocated Cost Payments for the 2024 Assessment Fees for Hidalgo County
- V. Discussion and Update to Implement a Semi-Monthly Payroll for All Employees
- VI. Discussion and Action as Necessary on Vacation Payout for WorkDay ERP Implementation Primary Leads and Co-Leads for FY 2024
- VII. Update on Change Order for Contract with Precision Task Group (PTG) / Workday
- VIII. Discussion and Action as Necessary on Jurisdictional and Interagency Support Memorandum of Understanding (MOU) Between South Texas College Police Department and the City of Mission Police Department
- IX. Discussion and Action as Necessary on Proposed Annual Salary Increases for Faculty and Non-Faculty Personnel for FY 2024 – 2025
- X. Review and Discussion of Preliminary Summaries of Unrestricted Projected Revenues and Expenditures for FY 2024 - 2025 with Comparison to FY 2023 – 2024 Amended Budget
- XI. Review and Recommend Action to Revise Proposed Projects for Internal Auditor for FY 2023 – 2024
- XII. Review and Recommend Action to Revise Policy DAA: Employment Objectives – Equal Employment Opportunity
 - A-1. Revise DAA (Local) Employment Objectives – Equal Employment Opportunity
- XIII. Review and Recommend Action to Adopt New Personnel Policy and Retire Current Policy
 - A-1. Adopt DEE (Local) Compensation and Benefits – Expense Reimbursement
 - A-2. Retire Policy #5700: Official Travel of Employees
- XIV. Review and Recommend Action to Adopt New Local Governance Policy
 - A-1. Adopt BG (Local) Administrative Organization
- XV. Review and Recommend Action to Adopt New Business and Support Services Policies and Retire Current Policies
 - A-1. Adopt CAA (Local) Appropriations and Revenue Sources – State and Federal Revenue Sources
 - A-2. Retire Policy #5510: Grants

- B-1. Adopt CAIA (Local) Ad Valorem Taxes – Exemptions and Payments
- B-2. Retire Policy #5425: Ad Valorem Taxes
- C-1. Adopt CAIC (Local) Ad Valorem Taxes – Selection and Duties of Chief Tax Officials
- D-1. Adopt CAM (Local) Appropriations and Revenue Sources – Grants, Funds, Donations From Private Sources
- D-2. Retire Policy #5125: Establishment and Management of Endowment Funds
- D-3. Retire Policy #5910: Acceptance of Gifts and Bequests
- E-1. Adopt CB (Local) Depository of Funds
- F-1. Adopt CD (Local) Accounting
- F-2. Retire Policy #5410: Accounting
- G-1. Adopt CDA (Local) Accounting – Financial Reports and Statements
- G-2. Retire Policy #5330: Budget and Financial Reporting
- H-1. Adopt CDC (Local) Accounting – Audits
- H-2. Retire Policy #5450: External Audits
- H-3. Retire Policy #5460: Internal Audit Function
- I-1. Adopt CFE (Local) Purchasing and Acquisition – Vendor Relations
- J-1. Adopt CIA (Local) Equipment and Supplies Management – Records Management
- J-2. Retire Policy #2500: Records Management
- K-1. Adopt CR (Local) Technology Resources
- K-2. Retire Policy #4714: Acceptable Use of Information Resources

XVI. Review and Recommend Action to Adopt New Students Policies and Retire Current Policies

- A-1. Adopt FA (Local) Equal Educational Opportunity
- B-1. Adopt FEA (Local) Financing Education – Financial Aid and Scholarships
- B-2. Retire Policy #3322: Student Financial Aid - Satisfactory Academic Progress (SAP)
- C-1. Adopt FFAC (Local) Wellness and Health Services – Communicable Diseases
- C-2. Retire Policy #3680: Students With or Who Have Been Exposed to Communicable Diseases
- C-3. Retire Policy # 3690: Bacterial Meningitis Vaccine Requirement
- D-1. Adopt FFE (Local) Student Welfare – Freedom from Bullying
- E-1. Adopt FL (Local) Student Rights and Responsibilities
- E-2. Retire Policy #3610: Academic Advising of Students
- E-3. Retire Policy #3615: Student Orientation Program
- E-4. Retire Policy #3635: Student Representation on Campus Committees
- E-5. Retire Policy #3642: Use of Real Life Nude Models
- E-6. Retire Policy #3681: Participation in Clinical, Simulation, or Laboratory
- E-7. Retire Policy #5560: Student Financial Accounting Operating Standards
- F-1. Adopt FM (Local) Discipline and Penalties

XVII. Review and Recommend Action to Retire Five (5) Current Policies

1. Policy #1900: Delineation of Information to be Included on Building Plaques for New, Expanded, and Renovated Buildings
2. Policy #3021: Student Recruitment and Institutional Integrity
3. Policy #5470: Identity Theft Program
4. Policy #6105: Naming of College Facilities
5. Policy #6900: Master Planning

XVIII. Review and Discussion of College President's Contract (Texas Government Code 551.074, Personnel Matters)