

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

**Ann Richards Administration Building Board Room**

**Pecan Campus, McAllen, Texas**

**Tuesday, August 12, 2025 @ 5:00 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 July 8, 2025 Finance, Audit, and Human Resources Committee Minutes .....1-34
- II. Review and Action as Necessary on Award of Proposals, Purchases, Purchase Renewals, Renewals, and Interlocal Agreements.....35-81

Award of Proposals

- 1) Books and Educational Materials (Grant Funded)
  - 2) Maintenance and Repair Parts, Materials, and Supplies
- Purchases
- 3) Additional Online Tutoring Services
  - 4) Audio Visual Equipment and Supplies
  - 5) Call Center Network Software And Voice Over IP Systems
  - 6) Chiller Maintenance Agreement and Repair Services
  - 7) Communication Services for Radios and Equipment
  - 8) Computer Components, Peripherals, Software, and Supplies
  - 9) In-Store Materials and Supplies
  - 10) Network Equipment, Licenses, and Accessories
  - 11) Software and Educational Supplies (Grant Funded)

Purchase Renewals

- 12) Applications Maintenance Agreement
- 13) Database Licenses Maintenance Agreement
- 14) Data Hosting and Maintenance Agreement
- 15) Digital Signature Software Subscription Agreement
- 16) Email Backup Online License Subscription
- 17) Email Security Software License
- 18) Internet Service (District-Wide) Agreement
- 19) Network Hardware and Software Maintenance Agreement
- 20) Server Hardware and Software Maintenance Support Agreement
- 21) Student Engagement Messaging Platform
- 22) Software and Hardware License and Maintenance Agreement
- 23) Subscription Licenses Maintenance Agreement

- 24) Systems Appliance Maintenance Agreement
- 25) Video Content Management System Renewals
- 26) Geotechnical Engineering and Materials Testing Services
- 27) Office Supplies
- 28) Welding Gases, Metals, and Supplies
- Interlocal Agreements
- 29) Facility Rental Agreement
- 30) Professional Development Services
- 31) Professional Development Services

III.	Discussion and Action as Necessary on Proposal for Vending Services – Beverages and Request for Best and Final Offer .....	82-86
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IX.	Review and Recommend Acceptance of Internal Auditor's Annual Statement of Organizational Independence .....	106-108
X.	Review and Recommend Action on Internal Audit Charter .....	109-115
XI.	Review and Recommend Action on Proposed Projects for Internal Auditor for FY 2025 – 2026 .....	116-119
XII.	Review and Recommend Acceptance of Internal Audit Report in the Area of Business Continuity and Disaster Recovery .....	120-128
XIII.	Review and Recommend Action to Adopt the Numbered Update 49 Local Policies .....	129-152
	A. Adopt BCA (Local) – Board Internal Organization: Board Officers and Officials	
	B. Adopt BCB (Local) – Board Internal Organization: Board Committees	
	C. Adopt BCE (Local) – Board Internal Organization: Advisory Committees	
	D. Adopt CG (Local) – Safety Program	
	E. Adopt DIAB (Local) – Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics	
	F. Adopt ECC (Local) – Instructional Arrangements: Course Load and Schedules	

- G. Adopt FFDB (Local) – Freedom from Discrimination, Harassment, and Retaliation:  
Other Protected Characteristics
- H. Adopt FLBC (Local) – Student Conduct: Prohibited Organizations and Hazing

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- A. Revise Policy BGC (LOCAL) – Administrative Organization: Councils and Faculty Senate
- B. Revise Policy DBF (LOCAL) – Employment Requirements and Restrictions: Outside Employment
- C. Revise Policy FB (LOCAL) – Admissions
- D. Revise Policy GD – (LOCAL) Community Expression and Use of College Facilities

Supporting Documentation ..... 165-200

## **Approval of July 8, 2025 Finance, Audit, and Human Resources Committee Minutes**

### **Purpose**

The Minutes for the Finance, Audit, and Human Resources Committee Meeting of July 8, 2025, are presented for Committee approval.

**South Texas College  
Board of Trustees  
Finance, Audit, and Human Resources Committee  
Ann Richards Administration Building Board Room  
Pecan Campus, McAllen, Texas  
July 08, 2025 @ 5:00 p.m.**

**Minutes**

The Finance, Audit, and Human Resources Committee Meeting was held on Tuesday, June 10, 2025 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:01 p.m. with Mrs. Dalinda Gonzalez-Alcantar presiding.

Members present: Ms. Dalinda Gonzalez-Alcantar Mr. Paul Rodriguez, and Mr. Danny Guzman.

Other Trustees Present: Dr. Alejo Salinas, Jr., Ms. Victoria Cantu

Members absent: None

Also present: Dr. Ricardo J. Solis, Ms. Mary Del Paz, Dr. Jesus Campos, Dr. Anahid Petrosian, Ms. Myriam Lopez, Ms. Deyadira Leal, Dr. Brett Millan, Ms. Alicia Correa, Ms. Claudia Olivares, Mr. Danny Montez, Mr. Luis De La Garza, Mr. Andrew Fish, Mr. George McCaleb, Mr. Javier Villalobos, Ms. Gardenia Perez, Mr. Khalil Abdulah, Dr. Rodney Rodriguez, Chief Ruben Suarez, Mr. Tony Matamoros, Ms. Kelly Nelson, Mr. Rick De La Garza, Dr. Matt Hebbard, Mr. Luis Silva, Mr. Nick Hinojosa, Dr. Margo Vargas Ayala, Ms. Oliva Gomez, Ms. Marcela Beas, Ms. Myra De La Garza, Dr. Ali Esmaelli, Mr. Jorge Sanchez, Dr. Rebecca De Leon via teleconference, Mr. Tony De La Cruz, Ms. Carla Rodriguez, Ms. Alina Cantu, Mr. Tom Logan via teleconference, Ms. Erin Kolecki TASB, via teleconference, Mr. Ricardo Perez via teleconference, Dr. Jose Luis Silva, Ms. Shannon Perales, Mr. Sergio Rojas, Mr. Stephen Crum, Mr. Ken Lyons, and Ms. Venisa Earhart.

**Approval of June 10, 2025 Finance, Audit, and Human  
Resources Committee Minutes**

The Minutes for the Finance, Audit, and Human Resources Committee Meeting of June 10, 2025, were presented for Committee approval.

Ms. Gonzalez-Alcantar called for any corrections to the Minutes as written. Hearing no corrections, Ms. Gonzalez-Alcantar adopted the Minutes for the June 10, 2025 Committee Meeting as presented.

Finance, Audit, and Human Resources  
Committee Minutes 07-08-2025

**Review and Action as Necessary on Award of Proposals, Reject Proposal, Purchases, Purchase Renewals, Renewals, Contract Extensions, and Interlocal Agreement**

Purpose and Justification – Administration requested the Committee recommend Board approval of the following Award of Proposals, Reject Proposal, Purchases, Renewals, and Purchase Renewals at a total cost of \$4,246,983.90.

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

Upon a motion by Mr. Paul Rodriguez and a second by Mr. Danny Guzman the Committee recommended Board approval of the award of proposals, reject proposal, purchases, renewals, and purchase renewals at a total cost of \$4,246,983.90, as listed below removing item #30. The total cost for item #30 was not available at the time of the Committee Meeting. Director of Purchasing, Deyadira Leal and VP Mary Del Paz asked that this item go directly to the Board at the July Board meeting.

The motion carried.

Recommendation: It is requested that the Committee recommend for Board approval of the award of proposals, reject proposal, purchases, purchase renewals, renewals, contract extensions, and interlocal agreement at a total cost of \$4,246,983.90, as listed below:

- Award of Proposals**      **1) Advertising Services:** award the proposals for advertising services to the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, with two one-year options to renew at an estimated total amount of \$653,400.00

**APPENDIX A**

**Vendors List**

<b>Vendor (City, State)</b>	<b>Vendor (City, State)</b>
<b>Buena Aventura, LLC/ dba Mega Doctor News</b> (McAllen, TX)	<b>Buena Aventura, LLC/ dba Texas Border Business</b> (McAllen, TX)
<b>Chatterbox Ads</b> (Olmito, TX)	<b>Elite Promotions</b> (Brownsville, TX)
<b>Energy Communications Corp.</b> (Chula Vista, CA)	<b>Entravision Communications</b> (McAllen, TX)
<b>GC Publishing, LLC/ dba Edible Rio Grande Valley</b> (Brownsville, TX)	<b>I Heart Media, Inc.</b> (San Antonio, TX)
<b>Image House Media, LLC/ dba ImageHouse</b>	<b>Lamar Advertising</b> (San Benito, TX)

(McAllen, TX)	
<b>Mobile Video Tapes / KRGV Channel 5</b> (Weslaco, TX)	<b>National CineMedia, LLC</b> (Centennial, CO)
<b>NBCUniversal, LLC/ Telemundo Rio Grande Valley</b> (McAllen, TX)	<b>Nexstar Media, Inc.</b> (Harlingen, TX)
<b>Progress Times</b> (Mission, TX)	<b>Radio United, LLC</b> (Mission, TX)
<b>RGVision Publications</b> (McAllen, TX)	<b>Starr County Town Crier</b> (Rio Grande City, TX)
<b>Steel Digital Studios, Inc./ dba Steel Advertising</b> (Austin, TX)	<b>VBR Media, LLC</b> (San Juan, TX)

- 2) **Campus Coffee Shop:** award the proposal for campus coffee shop to **Commonspace Concept Store, LLC** (McAllen, TX) (new) for the period beginning August 1, 2025 through July 31, 2026, with two one-year options to renew at no cost to the College;
- 3) **Childcare Services (Grant Funded):** award the proposals for childcare services to the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$105,500.00;

#### **APPENDIX A** **Vendors List**

<b>Vendor</b>		<b>(City, State)</b>
1	Neni's Childcare	(Alamo, TX)
2	Nikodee II, LLC/ dba iKids Academy	(Alamo, TX)
3	Bright Minds Learning Center	(Alton, TX)
4	Kid'z First Child Care Center, Inc.	(Alton, TX)
5	1st Choice Learning Academy	(Donna, TX)
6	Garza's Childcare and Development Center	(Donna, TX)
7	Southern Littles Academy	(Donna, TX)
8	Brighter Future Learning Center	(Edinburg, TX)
9	Childrens Learning Journey	(Edinburg, TX)
10	Genesis Learning Center	(Edinburg, TX)
11	Little Bears Daycare, LLC	(Edinburg, TX)
12	Smart Start Learning Center	(Edinburg, TX)
13	The Apple Tree Daycare, Inc.	(Edinburg, TX)
14	The Apple Tree Daycare, Inc. #3	(Edinburg, TX)
15	The Learning Journey Day School	(Edinburg, TX)
16	V.I.P. Learning Center	(Edinburg, TX)

17	PLCC LLC/ PLCC Child Care Center	(La Joya, TX)
18	Adventureland Academy, LLC	(McAllen, TX)
19	Adventureland Academy #2, LLC	(McAllen, TX)
20	Brackenridge Children's Center	(McAllen, TX)
21	Bright Beginnings	(McAllen, TX)
22	Easter Seals Rio Grande Valley	(McAllen, TX)
23	Kerla Gil De Ortiz	(McAllen, TX)
24	Little Shining Stars Daycare, Inc.	(McAllen, TX)
25	Loving Angels Child Development Center, LLC	(McAllen, TX)
26	Pekes Kidz Learning Center, LLC	(McAllen, TX)
27	The Edutainment Zone 3, LLC	(McAllen, TX)
28	The Giving Tree Learning Center/ Assist Learning Academy	(McAllen, TX)
29	Tony's Playhouse Discovery Center, Inc.	(McAllen, TX)
30	ABC Little Learners Academy, LLC	(Mission, TX)
31	Bright Horizons Learning Center	(Mission, TX)
32	Frontier's Little Academy, LLC	(Mission, TX)
33	Gingerbread House L.C. Montessori LLC	(Mission, TX)
34	Kidz Crusade Academy, LLC	(Mission, TX)
35	DEM Learning Center/ dba Little Angels Learning Center	(Mission, TX)
36	Little Explorers Education Center	(Mission, TX)
37	Little Scholars Daycare, LLC	(Mission, TX)
38	RGV Learning Institute	(Mission, TX)
39	Shine Bright Academy, LLC	(Mission, TX)
40	Shine Bright Academy II, LLC	(Mission, TX)
41	The Edutainment Zone 4, LLC	(Mission, TX)
42	VALEMIS Bilingual Learning Center	(Mission, TX)
43	Children's Garden Daycare and Learning Center	(Palmview, TX)
44	Childrens Imagination Academy, LLC	(Palmview, TX)
45	Gingerbread House Academy	(Palmview, TX)
46	Gingerbread House Learning Center	(Palmview, TX)
47	Lily's Little Kids	(Palmview, TX)
48	Little Texans Learning Academy, LLC	(Palmview, TX)
49	Palmview Academy	(Palmview, TX)
50	Campanitas Day Care, LLC	(Pharr, TX)
51	Belgar Child Care Services, Inc./ dba Children's Education	(Pharr, TX)
52	Futuros Lideres Learning Center	(Pharr, TX)
53	Jolie Childcare & Learning Academy	(Pharr, TX)
54	Kids Academy Daycare	(Pharr, TX)
55	Kids Academy Daycare Center II	(Pharr, TX)
56	Little One's Discovery Center, Inc.	(Pharr, TX)



57	Belgar Child Care Services, Inc./dba My First Step Child Care & Development Center	(Pharr, TX)
58	New Beginnings Learning Academy #1	(Pharr, TX)
59	Royal Education Center, LLC	(Pharr, TX)
60	Learning Zone	(Rio Grande City, TX)
61	Learning Zone II	(Rio Grande City, TX)
62	Little Stars Learning Center, LLC	(Rio Grande City, TX)
63	The Edutainment Zone, LLC	(Rio Grande City, TX)
64	The Edutainment Zone 5, LLC	(Rio Grande City, TX)
65	Bambini Learning Institute, LLC	(Roma, TX)
66	The Edutainment Zone 2, LLC	(Roma, TX)
67	Kids Daycare Academy, LLC	(San Juan, TX)
68	Sullivan ABC Academy	(Sullivan, TX)
69	El Shaddai International Christian Day Care Center	(Weslaco, TX)
70	Little World Academy	(Weslaco, TX)

- 4) **Digital Advertising Services:** award the proposals for digital advertising services to the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, with two one-year options to renew at an estimated total amount of \$435,600.00;

#### **APPENDIX A**

##### **Vendors List**

Primary Vendor:	<b>ReachLocal/ dba LocaliQ</b> (Woodland Hills, CA)
Secondary Vendors:	<b>Entravision Communications</b> (McAllen, TX)
	<b>Mobile Video Tapes / KRGV Channel 5</b> (Weslaco, TX)
	<b>Radio United, LLC</b> (Mission, TX)
	<b>San Antonio Television, LLC/ dba AMP Sales &amp; Marketing Solutions</b> (Corpus Christi, TX)

- 5) **Library Materials:** award the proposals for library materials to the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, with two one-year options to renew at an estimated total amount of \$205,000.00;

#### **APPENDIX A**

### Vendors List

Vendor (City, State)	Vendor (City, State)
<b>Bound to Stay Bound Books, Inc.</b> (Jacksonville, IL)	<b>Central Programs, Inc./ dba Gumdrop Books</b> (Bethany, MO)
<b>Complete Book &amp; Media Supply, LLC</b> (Cedar Park, TX)	<b>EBSCO Information Services, LLC</b> (Ipswich, MA)
<b>Hertzberg-New Method, Inc./ dba Perma-Bound Books</b> (Jacksonville, IL)	<b>Ingram Library Services, LLC</b> (La Vergne, TN)
<b>Midwest Tape LLC</b> (Holland, OH)	<b>OCLC, Inc.</b> (Dublin, OH)

- 6) **Library Serials:** award the proposal for library serials to **EBSCO Information Services, LLC** (Birmingham, AL) for the period beginning September 1, 2025 through August 31, 2026, with two one-year options to renew at an estimated total amount of \$59,394.51;
- 7) **Network Infrastructure Upgrade – Starr County Campus:** award the proposal for network infrastructure upgrade - Starr County Campus to **JSJ Rodriguez, Inc./ dba Tele-Pro Communications** (Mission, TX) at a total amount of \$62,610.00;
- 8) **Rebid - Non-Credit Course Registration and Management Software:** award the proposal for rebid- non-credit course registration and management software to **Modern Campus USA, Inc.** (Camarillo, CA) (new) for the period beginning August 15, 2025 through August 14, 2028 at a total amount of \$227,700.00;

#### Reject Proposal

- 9) **Campus Dining and Food Truck Services – Pecan Campus:** reject the one (1) proposal received for the Campus Dining and Food Truck Services – Pecan Campus.

#### Purchases

- 10) **Admission Assessment Exams:** purchase admission assessment exams from **Elsevier, Inc.** (Philadelphia, PA), a sole-source vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$150,000.00. The cost is paid by the students when they register for this exam;
- 11) **Air Conditioning Filters and Installation:** purchase air conditioning filters and installation from **JF Filtration Inc./ dba Joe W. Fly Company, Inc.** (Dallas, TX/Harlingen, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2025, through August 31, 2026, at an estimated total amount of \$134,039.38;

- 12) Building Automation Control Equipment, Parts, and Equipment Maintenance:** purchase building automation control equipment, parts, and equipment maintenance from **Siemens Industry, Inc.** (Alpharetta, GA/La Feria, TX), a Sourcwell and The Interlocal Purchasing System (TIPS) purchasing cooperatives approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$170,000.00;
- 13) Chiller Chemicals and Maintenance:** purchase chiller chemicals and maintenance from **Kurita America, Inc.** (Minneapolis, MN), a State of Texas Term contract approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$93,000.00;
- 14) Coaching Services:** purchase coaching services from **Achieving the Dream (ATD), Inc.** (Silver Spring, MD), a sole-source vendor for the period beginning July 1, 2024 through June 31, 2026, at a total amount of \$68,800.00;
- 15) Computers, Laptops, Tablets, and Monitors:** purchase computers, laptops, tablets, and monitors from the vendors listed in Appendix A at a total amount of \$115,277.22;

#### **APPENDIX A**

##### **Vendors List**

<b>Vendor (City, State)</b>	<b>Purchasing Cooperative</b>	<b>Amount</b>
<b>Apple, Inc.</b> (Dallas, TX)	Choice Partners Cooperative	\$2,292.00
<b>Dell Marketing, LP</b> (Dallas, TX)	State of Texas Department of Information Resources (DIR), OMNIA Partners	\$101,629.22
<b>zSpace Inc.</b> (San Jose, CA)	The Interlocal Purchasing System Cooperative (TIPS)	\$11,356.00
Total Amount:		\$115,277.22

- 16) Fitness Equipment – Nursing And Allied Health Campus:** purchase fitness equipment – Nursing and Allied Health Campus from **Johnson Health Tech North America Inc./ dba Matrix Fitness** (Cottage Grove, WI) (New), a Texas Association of School Boards (TASB) – Buyboard approved vendor, at a total amount of \$140,730.79;
- 17) Heating, Ventilation, Air Conditioning, Refrigeration Parts and Supplies:** purchase heating, ventilation, air conditioning,

refrigeration parts and supplies from **Johnson Controls, Inc.** (Milwaukee, WI/Corpus Christi, TX), The Interlocal Purchasing System (TIPS) approved vendor for the period beginning September 1, 2024, through August 31, 2025, at an estimated total amount of \$85,000;

- 18) Maintenance Parts and Lab Supplies:** purchase maintenance parts and lab supplies from the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$260,000.00;

## **APPENDIX A**

### **Vendors List**

<b>Vendor (City, State)</b>	<b>Purchasing Cooperative</b>	<b>Amount</b>
<b>Johnson Supply &amp; Equipment Corporation</b> (Houston, TX/Pharr, TX)	Texas Association of School Boards – Buyboard	\$100,000.00
<b>McCoy's Building Supply</b> (San Marcos, TX/Pharr, TX)	Texas Association of School Boards (TASB) – Buyboard	\$50,000.00
<b>W. W. Grainger, Inc./ dba Grainger</b> (Austin, TX/McAllen, TX)	State of Texas Multiple Award Schedule (TXMAS), E&I Cooperative Services, Sourcewell, Texas Association of School Boards – Buyboard	\$110,000.00
<b>Total Amount:</b>		<b>\$260,000.00</b>

- 19) Testing Materials:** purchase testing materials from **The College Board** (New York, NY), a sole-source vendor, for the period beginning September 1, 2025, through August 31, 2026, at an estimated total amount of \$50,000.00. The cost is paid by the students when they register for this exam;

**Purchase  
Renewals**

- 20) Commercial Card Services (Accounts Payable card):** renew the commercial card services (Accounts Payable card) with **PNC Bank** (McAllen, TX), for the period beginning September 1, 2025 through August 31, 2026, at no cost to the College;
- 21) Elevator Maintenance Agreement:** renew the elevator maintenance agreement with **Otis Elevator Company** (Dallas, TX/McAllen, TX), a Texas Association of School Boards – Buyboard and OMNIA Partners approved vendor, for the period beginning September 1, 2025, through August 31, 2026, at an estimated total amount of \$110,000.00;

**Renewals**

- 22) Campus Dining And Food Trucks – Starr County Campus:** renew the campus dining and food trucks – Starr County Campus contract with **D.A. Restaurant Group, Inc.** (Mission, TX), for the period beginning September 1, 2025, through August 31, 2026, at no commission to the College;
- 23) Custodial Supplies:** renew the custodial supplies contracts with the vendors listed in Appendix A for the period beginning August 18, 2025 through August 17, 2026, at an estimated total amount of \$300,000.00;

**APPENDIX A**

**Vendors List**

Primary Vendor:	<b>Gulf Coast Paper, Co.</b> (Brownsville, TX)
Secondary Vendors:	<b>Brady Plus</b> (San Antonio, TX)
	<b>CC Distributors, Inc.</b> (Corpus Christi, TX)
	<b>Rio Paper &amp; Supply, LLC</b> (Pharr, TX)

- 24) General Purpose Printing:** renew the general purpose printing contracts with the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$120,000.00;

**APPENDIX A**

**Vendors List**

<b>Vendor (City, State)</b>	<b>Vendor (City, State)</b>
<b>Brand It</b> (McAllen, TX)	<b>Capital Spectrum/ dba Communications Specialists, Inc.</b> (Buda, TX)
<b>Copy Plus</b> (McAllen, TX)	<b>CW Print Services, Inc.</b> (Austin, TX)
<b>FedEx Office and Print Services, Inc.</b> (Plano, TX)	<b>Gateway Printing</b> (Edinburg, TX)

<b>Huntington Sky Production, LTD/ dba Fastsigns</b> (McAllen, TX)	<b>NJ Color Graphics and Printing</b> (Mission, TX)
<b>San Antonio Printing</b> (McAllen, TX)	<b>Slate Group</b> (Lubbock, TX)
<b>Sombrero Advertising &amp; Marketing</b> (McAllen, TX)	<b>UBEO, LLC/ dba Copy Zone</b> (McAllen, TX)

- 25) **Internet Service For South Texas College Sites:** renew the internet service for South Texas College sites contract with **Smartcom Telephone, LLC** (McAllen, TX), for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$40,932.00;
- 26) **Mail Services:** renew the mail services with **Upper Valley Mail Services, LLC** (McAllen, TX) for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$45,000.00;
- 27) **Promotional Items For Student Outreach:** renew the promotional items for student outreach contracts with the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$150,000.00;

#### **APPENDIX A**

##### **Vendors List**

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

- 28) **Promotional T-Shirts For Student Outreach:** renew the promotional t-shirts for student outreach contracts with the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$165,000.00;

#### **APPENDIX A**

##### **Vendors List**

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

- 29) Science Laboratory Supplies:** renew science laboratory supplies for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$300,000.00;

**APPENDIX A**  
**Vendors List**

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

- 30) Property and Casualty Insurance:** renew the property and casualty insurance contracts with the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026;

**APPENDIX A**

**Insurance Premiums Summary**

**Property, Inland Marine, and Boiler and Machinery**

Vendor	<b>Montalvo Insurance Agency</b>
Carrier	<b>The Hartford Fire Insurance Company</b>
Premium	**
Premium Increase/ Decrease	
<b>Crime</b>	
Vendor	<b>Montalvo Insurance Agency</b>
Carrier	<b>The Hartford Fire Insurance Company</b>
Premium	**
Premium Increase/ Decrease	
<b>Cyber Liability</b>	
Vendor	<b>Montalvo Insurance Agency</b>
Carrier	<b>AIG Specialty Insurance Company</b>
Premium	**
Premium Increase/ Decrease	
<b>School Leaders Errors &amp; Omissions, General Liability, Law Enforcement Liability, and Automobile</b>	
Vendor	<b>Texas Association of School Boards (TASB)</b>
Carrier	<b>TASB Risk Management Fund</b>
Premium	**
Premium Increase/ Decrease	
<b>Workers Compensation</b>	
Vendor	<b>Texas Association of School Boards (TASB)</b>
Carrier	<b>TASB Risk Management Fund</b>
Premium	**
Premium Increase/ Decrease	
<b>Premiums Total Amount _____</b>	

*\*\*Information not available will be provided at the Committee Meeting.*

- 31) Student Insurance:** renew the student insurance contracts with the vendors listed in Appendix A for the period beginning August 26, 2025 through August 25, 2026, at no cost to the College;

### **APPENDIX A** **Insurance Premiums Summary**

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A	<b>Student / Faculty Medical Professional Liability Insurance</b>	
	Vendor	<b>Affinity Insurance Services, Inc.</b>
	Carrier	<b>American Casualty Company of Reading, PA</b>
	Premium	\$24,889.00
	Cost Per Student*	\$10.00 (approximately 2,488 students)
	Limits	\$1,000,000.00 per occurrence \$5,000,000.00 aggregate
	<i>*The cost 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.</i>	
B	<b>Voluntary Student Accident Insurance</b>	
	Vendor	<b>Student Assurance Services, Inc.</b>
	Carrier	<b>Ameritas Life Insurance Corp.</b>
	Limit	\$25,000.00
	Coverage	School Time: \$45.00 Full-Time Coverage (24 hours): \$90.00 Dental Coverage: \$8.00
	<i>This is a voluntary coverage, and the cost is paid by the students who elect to purchase this coverage.</i>	
C	<b>Workforce Training Programs Student Accident Insurance</b>	
	Vendor	<b>Student Assurance Services, Inc.</b>
	Carrier	<b>Ameritas Life Insurance Corp.</b>
	Premium*	\$750.00 (based on an estimated 433 participants)
	Limit	\$25,000.00
	<i>*The cost is paid by the students. Participants in non-credit Continuing Education Training Programs are automatically enrolled for this coverage.</i>	
D	<b>Business, Public Safety, and Technology Student Accident Insurance</b>	
	Vendor	<b>Student Assurance Services, Inc.</b>
	Carrier	<b>Ameritas Life Insurance Corp.</b>
	Premium*	\$750.00 (based on an estimated 1,942 participants)
	Limit	\$25,000.00
	<i>*The cost is paid by the students. Participants are enrolled in Business, Public Safety &amp; Technology programs.</i>	

**Contract  
Extensions**

- 32) Campus Dining and Food Truck Service at Pecan Campus:** approve contract extension of the Campus Dining and Food Truck Services at Pecan Campus with **Zaycor Management Company** and **Laredo Comidas LLC/ dba Taco Palenque** through September 30, 2025;
- 33) Campus Dining and Food Truck Service at Technology Campus:** approve contract extension of the Campus Dining and Food Truck Services at the Technology Campus contract with **Atencion Selecta, LLC** through September 30, 2025;

**Interlocal  
Agreement**

- 34) Industry Training Agreement:** renew the industry 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, 2025 through June 30, 2026, at no cost to the college.

## **Discussion and Action as Necessary on Proposed Annual Salary Increases for Faculty and Non-Faculty Personnel for FY 2025 – 2026**

<b>Purpose</b>	Administration requests the Committee recommend Board approval on proposed annual salary increases for faculty and non-faculty personnel for FY 2025 – 2026 as reviewed by the Texas Association of School Boards (TASB).
<b>Justification</b>	<p>After the Board approved an agreement with TASB for a compensation study on October 26, 2021, the College undergoes a TASB maintenance review on an annual basis in order to ensure that the College's Employee Compensation Plan continues to align with industry practices and standards and to maintain internally equitable and externally competitive salaries. A 3% General Pay Increase (GPI), a 4% GPI, and a 7% GPI were approved and applied in FY 2023, FY 2024, and FY 2025, respectively, based on market median analysis.</p> <p>TASB Summary of Cost Estimates Model 1 at 3% GPI, and Model 2 at 4% GPI are shown in Appendix A.</p> <p>The proposed preliminary faculty salary increase for FY 2025 - 2026 is approximately \$1,555,136 based on a 3% General Pay Increase (GPI), and \$1,968,502 based on a 4% GPI.</p> <p>The proposed preliminary non-faculty salary increase for FY 2025 - 2026 is approximately \$2,303,824 based on a 3% GPI, and \$2,926,338 based on a 4% GPI.</p> <p>Erin Kolecki, TASB Senior Human Resources and Compensation Consultant, will also present on the TASB Salary increases and will be available via Zoom to address any questions.</p>
<b>Enclosed Documents</b>	Appendix A – TASB Cost Models, Appendix B – TASB Summary of Cost Estimates, and Appendix C- TASB Presentation were included in the packet for the Committee's information and review.
<b>Funding</b>	The proposed annual salary increases for FY 2025 - 2026 are subject to the availability of funding and Board approval of the final budget. Additional modifications including reductions may be necessary prior to final approval by the Board and based on revised revenue projections, funding availability, and Board approval of the final budget.
<b>Staff Resource</b>	Mary Del Paz, Vice President for Finance and Administrative Services Dr. Ricardo Solis, College President

**Recommendation** The Committee recommends Board approval on the proposed annual salary increases for faculty and non-faculty personnel for FY 2025 – 2026 as reviewed by the Texas Association of School Boards (TASB) and as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Dainda Gonzalez-Alcantar the Committee recommended Board approval of a 3% GPI annual salary increases for faculty and non-faculty personnel for FY 2025 – 2026 as reviewed by the Texas Association of School Boards (TASB) and as presented.

Mr. Danny Guzman did not vote. He stated that he was not ready to vote on this item and that it should be taken to the entire Board at the next Board meeting. Ms. Dalinda Gonzalez-Alcantar agreed that the Board, in its entirety, should be involved in this item.

The motion failed when taken to a vote with Ms. Gonzalez-Alcantar voting “nay” and Mr. Guzman not including his vote.

This item will be taken directly to the Board at the July 2025 Board meeting.

### **Discussion and Update on FY 2024 – 2025 Employee Staffing Plan**

<b>Purpose</b>	Administration provided an update on revisions to vacant or filled position(s) that were approved by the President in accordance with Policy DEA (Local) Compensation and Benefits: Compensation Plan.
<b>Justification</b>	<p>The revisions were initiated by College Administrators and approved by the College President, and are effective immediately in FY 2024 – 2025. They are based on assessments of the position's duties, responsibilities, and the needs and objectives of the College departments.</p> <p>These revisions are deemed critical and include changes to the title and pay grades, as appropriate to the position's duties, and are effective in the month in which the President's approval was received.</p> <p>The placement and rationale of the reclassified position(s) are included in Appendix A.</p>
<b>Enclosed Documents</b>	Appendix A – Reclassifications of Filled or Vacant Non-Faculty Positions with Title Changes, Pay Grade Revisions, Salary Adjustments, FLSA Changes, and/or Organization Changes, Appendix B – Policy DEA (Local), and Appendix C – Job Descriptions and Organizational Charts were provided in the packet for the Committee's information and review.
<b>Funding</b>	Funds for these modifications are available in the FY 2024 - 2025 salary budget; therefore, no additional funding is requested.
<b>Staff Resource</b>	Mary Del Paz, Vice President for Finance and Administrative Services Zachary Suarez, Executive Director of Human Resources and Talent Development
<b>Recommendation</b>	No action was required from the Committee. This item is presented for information only.

No action was required on this item.

## **Discussion and Action as Necessary on Proposed FY 2025 – 2026 Request for New Positions and Other Adjustments**

<b>Purpose</b>	To approve the proposed FY 2025 – 2026 request for new positions and other adjustments that require additional funding.
<b>Justification</b>	<p>The staffing requests have been reviewed and are being proposed by Administration. The Texas Association of School Boards (TASB) has also reviewed the requests as part of the annual compensation maintenance program. Projected salaries are based on FY 2024 - 2025 pay grade scales with no annual increases. Salaries are subject to change if the Board approves new FY 2025 - 2026 pay grade scales with an annual salary increase.</p> <p>Additional modifications, including reductions, may be necessary prior to final approval by the Board due to revised revenue and expenditure projections or reallocation of resources, as necessary.</p> <p>These requests include new non-faculty positions, previously frozen positions, salary adjustments for vacant positions, reclassification of filled non-faculty positions, and pool adjustments to Instructional Direct Wage Pools and Faculty/Non-Faculty Temporary Pools.</p> <p>Additionally, a request for an ERP pool is required for the Workday Student Implementation to cover stipends.</p> <p>The staffing requests are for the Unrestricted and Auxiliary Funds as presented.</p>
<b>Enclosed Documents</b>	<p>Appendix A – Summary of Proposed New Positions and Other Adjustments (Unrestricted Fund),</p> <p>Appendix B – Institutional Advancement and External Affairs Division,</p> <p>Appendix C – Academic Affairs &amp; Economic Development Division,</p> <p>Appendix D – Finance and Administrative Services Division,</p> <p>Appendix E – Information Services, Planning, Performance and Strategic Initiatives Division,</p> <p>Appendix F – Student Affairs and Enrollment Management Division,</p> <p>Appendix G – ERP Stipends Pool for Workday Student Implementation,</p> <p>Appendix H – Finance and Administrative Services Division (Auxiliary Fund) were included in the packet for the Committee's information and review.</p>

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended that the Board approve the proposed FY 2025–2026 request for new positions and other adjustments as presented.

The motion carried.

**Review and Discussion of Preliminary Summaries of Unrestricted Projected  
Revenues and Expenditures for FY 2025 - 2026 with Comparison to FY 2024 – 2025  
Amended Budget**

<b>Purpose</b>	<p>Mary Del Paz, Vice President for Finance and Administrative Services will provide an update on the College's FY 2025 – 2026 Unrestricted Fund Budget.</p> <p>As part of the budget planning process, the College is evaluating the revenue and expenditure budget considerations influencing the preparation of the FY 2025 – 2026 budget.</p>
<b>Justification</b>	<p>The College's annual budget cycle includes the budget planning process that consists of projecting revenues and expenditures based on historical trend and assumptions for the upcoming fiscal year. The revenue and expenditure budget development considerations are used as the basis for the upcoming fiscal year assumptions and are a fundamental component of developing a proposed balanced budget. The proposed balanced budget is reviewed by staff, the President's Cabinet, and the Finance, Audit, and Human Resources Committee before it is presented for approval by the Board of Trustees at the annual Budget Hearing.</p>
<b>Enclosed Documents</b>	<p>Appendix A – PowerPoint was included in the packet for the Committee's information and Review</p>
<b>Staff Resource</b>	<p>Mary Del Paz, Vice President for Finance and Administrative Services</p>
<b>Recommendation</b>	<p>No action is required from the Committee. This item is presented for information and feedback to staff.</p>

No action as required on this item. Mr. Rodriguez asked if this presentation could be done at the Board meeting in the interest of saving time. No one opposed the suggestion and the presentation will be done at the July 2025 Board meeting.

**Discussion and Action as Necessary to Revise 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**

**Purpose** Administration requested approval of the revised 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, with the revised date of August 31, 2025.

**Justification** On August 27, 2024, the Board of Trustees approved Order #2024-018 for the defeasance of the South Texas College Limited Taxable Refunding Bonds, Series 2020, which reduces the payment of interest thereon, the District's aggregate debt service requirements, and the District's legal debt outstanding.

Perez Law Firm, bond counsel, advised the College that the approved Order had an incorrect date. This revision is necessary to change the date from February 24, 2025 to August 31, 2025.

The corrected language should be as follows:

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 August 31, 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.

**Enclosed Documents** Appendix A – Signed Order #2024-018 and Appendix B - Revised Order #2024-018 provided by Perez Law Firm, Bond Counsel were included in the packet for the Committee's information and review.

Upon a motion by Mr. Paul Rodriguez and a second by Mr. Danny Guzman the Committee recommended Board approval of the revised 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, with the revised date of August 31, 2025, as presented.

The motion carried.



### **Discussion and Action as Necessary on Depository Bank Contract**

<b>Purpose</b>	To discuss the primary depository bank services contract with PNC Bank.
<b>Justification</b>	<p>To discuss the primary depository bank services contract.</p> <p>The contract was awarded on October 27, 2020, for two years with three (3) two-year annual renewals.</p> <p>On November 19, 2024, the Board approved the second renewal of the depository bank services with PNC Bank, for a two-year term, beginning February 1, 2025, and ending January 31, 2027, at an estimated total amount of \$105,000.</p>
<b>Enclosed Documents</b>	Appendix A – Renewal Terms was included in the packet for the Committee’s information and review.
<b>Staff Resource</b>	<p>Mary Del Paz, Vice President for Finance and Administrative Services</p> <p>Myriam Lopez, Associate Vice President for Finance and Management</p>

Upon a motion by Mr. Paul Rodriguez and a second by Mr. Danny Guzman the Committee recommended Board approval of the bank depository services contract.

Mr. Rodriguez asked that this item be put out to bid now during renewal period.

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 2025 – 2026**

<b>Purpose</b>	To approve the Interlocal Agreement for Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for FY 2025 - 2026 for a one-year period of September 1, 2025 through August 31, 2026.
<b>Justification</b>	<p>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.</p> <p>The Interlocal Agreement was reviewed by the Director of Valley Metro at the LRGVDC, and the College's Legal Counsel and is still pending final approval by the LRGVDC.</p> <p>Contributions have been solicited from the City of Weslaco and Weslaco Economic Development Corporation, and discussions are in progress.</p>
<b>Enclosed Documents</b>	Appendix A – Draft Interlocal Agreement and Appendix B - PowerPoint presentation were included in the packet for the Committee's information and review.
<b>Funding</b>	Funds for this expenditure will be budgeted in the Student Transportation Services budget for FY 2025 - 2026.
<b>Staff Resource</b>	Mary Del Paz, Vice President for Finance and Administrative Services Ruben Suarez, Chief of Police for the Department of Public Safety Alina O. Cantu, Public Safety & Transportation Services Manager

Upon a motion by Mr. Paul Rodriguez and a second by Danny Guzman the Committee 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 2025 - 2026 for a one-year period of September 1, 2025 through August 31, 2026.

The motion carried

### **Review and Recommend Action on Proposed FY 2025 – 2026 Committee Meeting Schedule**

<b>Purpose</b>	The Board will be asked to review and take action on a calendar of Committee and Board Meetings for FY 2025 - 2026 at the July 22, 2025 Regular Board Meeting.
<b>Justification</b>	Finance, Audit, and Human Resources Committee Meetings are generally scheduled for the second Tuesday of each month, and are proposed for a starting time of 5:00 p.m. There may be some deviation based upon scheduling conflicts, and any adjustments will be communicated with as much early notification as practical.
<b>Enclosed Documents</b>	Appendix A – Proposed meeting schedule for the Finance, Audit, and Human Resources Committee Meetings Appendix B – A full calendar view of the proposed Committee and Board meeting schedule were included in the packet for the Committee's information and review.
<b>Staff Resource</b>	Venisa Earhart, Board Relations Administrator

Upon a motion from Mr. Paul Rodriguez and a second from Mr. Danny Guzman the Committee recommended Board approval of the proposed Committee meeting schedule so that all Board members may enter the dates on their planning calendars with the start time of the Finance, Audit, and Human Resources Committee meeting start time of 5:00 pm.

The motion carried

**Review and Recommend Action on Use of Previously Approved Valley Promise  
Matching Funds for FY 2025 – 2026**

<b>Purpose</b>	Administration seeks authorization to carry forward and expend previously approved matching funds for the South Texas College Valley Promise initiative in Fiscal Year 2025 – 2026.
<b>Justification</b>	In September 2024, the Board of Trustees approved \$156,500 in institutional funds to meet the matching requirement for the Rio South Texas Education Foundation's (RSTEF) \$250,000 grant award supporting the South Texas College Valley Promise initiative. The scholarships will be awarded for Fall 2025, and the associated expenditures will occur in Fiscal Year 2025 – 2026.
<b>Enclosed Documents</b>	None
<b>Funding</b>	No funds are required.
<b>Staff Resource</b>	Dr. Matthew S. Hebbard, Vice President for Student Affairs and Enrollment Management

Upon a motion from Mr. Paul Rodriguez and a second from Mr. Danny Guzman the Committee recommended Board approval on the use of the previously approved \$156,500 in institutional matching funds for the Valley Promise initiative to support student scholarships awarded in Summer 2025 and expended during Fiscal Year 2025 – 2026.

## **Discussion and Action as Necessary on Resolution #2025-014 for Use of Unrestricted Fund Balance for Adult Promise Student Tuition Scholarships**

### **Purpose**

Administration requests the Committee recommend Board approval on Resolution #2025-014 authorizing the use of Unrestricted Fund Balance for tuition scholarships supporting the Adult Promise (JagReconnect) Program for FY 2025 - 2026.

### **Justification**

In a written legal opinion from O'Hanlon, Demerath & Castillo, South Texas College, through its Board of Trustees, may institute a program which utilizes local revenues (including tuition, fees, and property tax revenue) for student scholarship awards. This should be done in conjunction with the adoption of a resolution which recites the public purpose to be achieved. A scholarship program using public funds, to be compliant with the Texas Constitution, must (1) ensure the expenditure is to accomplish a public purpose of the College, not to solely benefit private parties; (2) retain sufficient control over the public funds to ensure the public purpose is accomplished; and (3) ensures the College receives a return benefit.

The South Texas College Adult Promise Program (JagReconnect) initiative focuses on providing scholarships and personalized supports to returning students (stop-outs) to encourage them to complete their education. The proposal awarded to STC by the Rio South Texas Education and Community Development Foundation (RSTEF) in January 2025 includes a commitment from STC to match the approved \$125,000 contribution toward these scholarships.

Approval of this request will enable the College to meet matching fund requirements, offer scholarships, and provide financial relief to students, aligning with our strategic goals and mission.

To ensure that the proposed scholarship program using public funds adheres to the Texas Constitution, South Texas College (STC) has structured the program in a manner that fulfills the three critical requirements: accomplishing a public purpose of the College, retaining sufficient control over the public funds, and ensuring the College receives a return benefit.

### **1. Accomplishing a Public Purpose:**

The primary objective of this scholarship program is to directly support student success and reengagement, which aligns with South Texas College's mission to provide accessible, affordable, and high-quality education. The funds will be allocated exclusively to provide financial support to students, thereby assisting them in completing their educational goals. This expenditure is fundamentally aimed at advancing the public purpose of the College by enhancing educational attainment and contributing to the development of a skilled workforce. The benefits derived from this program are not for the sole advantage of

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private parties but are intended to serve the broader public interest by increasing the number of graduates and reducing barriers to education.

**2. Retention of Sufficient Control Over Public Funds:**

To ensure the public purpose is accomplished, the South Texas College Foundation Board, alongside dedicated Foundation staff, will provide rigorous oversight of the scholarship funds. The Foundation has a full-time accountant who will collaborate directly with the College's Finance staff to maintain stringent accounting standards and compliance with all procedural requirements. This oversight mechanism ensures that the allocation and use of public funds are carefully monitored and managed, thereby safeguarding the integrity and intended purpose of the scholarship program. By retaining control over these funds, STC can guarantee that they are utilized effectively to achieve the desired public outcomes.

**3. Ensuring the College Receives a Return Benefit:**

The scholarship program is designed to generate significant return benefits for South Texas College. By facilitating student success and reengagement, the program is expected to increase student retention and graduation rates. This, in turn, enhances the College's reputation and standing within the community and beyond. Moreover, by investing in student success, the College is contributing to the creation of a well educated and capable workforce, which aligns with its broader educational mission and public service goals. The program also fosters stronger community ties and reinforces STC's role as a pivotal institution in the region, thereby yielding long-term benefits that extend beyond the immediate financial investment.

**Enclosed Documents**

Appendix A – Board of Trustees For South Texas College Resolution #2025-014 Regarding Use of Funds for Adult Promise Student Tuition Scholarships and  
Appendix B – Letter from Legal Counsel O'Hanlon, Demerath & Castillo were included in the packet for information and review.

**Funding**

Funds for this expenditure will be allocated in the Unrestricted Fund Balance budget for FY 2025 – 2026, pending Board approval of the budget.

Upon a motion from Mr. Paul Rodriguez and a second from Mr. Danny Guzman the Committee recommended Board approval of Resolution #2025-014 authorizing the use of Unrestricted Fund Balance in the amount of \$125,000 for tuition scholarships supporting the Adult Promise (JagReconnect) Program for FY 2025 - 2026.

The motion carried.

### **Review and Recommend Action on Proposed Interlocal Agreement for PossAble Dream Foundation**

<b>Purpose</b>	To approve the proposed Interlocal Agreement to support Dual Credit and Continuing Education partnership opportunities with the PossAble Dream Foundation.
<b>Justification</b>	<p>On June 24, 2025, the South Texas College Board of Trustees approved a facilities usage agreement permitting the PossAble Dream Foundation to utilize designated spaces at the Pecan Campus and Pecan Plaza for the launch of its adult high school program.</p> <p>At this time, Administration seeks approval of an Interlocal Agreement between South Texas College and the PossAble Dream Adult High School. This agreement would support the development of dual credit and continuing education pathways for eligible PossAble Dream students. It formally establishes the partnership and outlines the policies and procedures necessary to serve these students in alignment with the College's legal, accreditation, and institutional requirements.</p>
<b>Enclosed Document</b>	None
<b>Staff Resource</b>	Dr. Rebecca De Leon, Associate Vice President for Dual Credit Programs & School District Partnerships
<b>Recommendation</b>	The Committee recommends Board approval and authorization of the proposed Interlocal Agreement with the PossAble Dream Adult High School, as presented.

Upon a motion from Mr. Paul Rodriguez and a second from Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval and authorization of the proposed Interlocal Agreement with the PossAble Dream Adult High School, as presented.

The motion carried.

**Discussion and Action as Necessary on Memorandum of Understanding (MOU)  
Between South Texas College (STC) and South Texas College Foundation (STCF)**

<b>Purpose</b>	To approve the MOU between South Texas College and the South Texas College Foundation.
<b>Justification</b>	The MOU outlines roles and responsibilities of each entity in managing funds, supporting specific initiatives, allocating donations, and ensuring the foundation's activities align with the college's overall mission and goals.
<b>Enclosed Documents</b>	Appendix ( ) – MOU between South Texas College and South Texas College Foundation was included in the packet for the Committee's information and review.
<b>Funding</b>	No funds are required.
<b>Staff Resource</b>	Dr. Rodney Rodriguez, Vice President for Institutional Advancement and External Affairs

Under the recommendation of Legal Counsel, the Board recessed into Executive session to discuss this item.

The Board returned to Open Session and upon a motion by Mr. Paul Rodriguez the Committee recommends Board approval on Memorandum of Understanding (MOU) between South Texas College (STC) and the South Texas College Foundation (STCF).

The motion carried.



### **Review and Recommend Action to Revise Local Policy**

<b>Purpose</b>	To revise the local policy listed in Appendix A and retire the current policy to align with College operations.
<b>Justification</b>	The local policy was revised to reflect the updates to the College's internal operations. Below is a justification for the revised local policy.
<b>Enclosed Documents</b>	Appendix A – Revised and Retired Policies and Appendix B – Policy were included in the packet for the Committee's information and review
<b>Staff Resource</b>	Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Brett Millan, Associate Vice President of Academic Success and Advancement Mary Del Paz, Vice President for Finance and Administrative Services Myriam Lopez, Associate Vice President for Finance and Management
<b>Recommendation</b>	The Committee recommends Board approval to revise Policy DBA (LOCAL) – Employment Requirements and Restrictions: Credentials and Records and retire the current policy, as presented, and which supersedes any previously adopted Board policy.

At the recommendation by Mr. Paul Rodriguez, Chair Ms. Gonzalez-Alcantar asked that this item be taken directly to the Board at the July 2025 meeting.

### **Review and Recommend Action to Adopt New Instruction Policy and Retire Current Policy**

<b>Purpose</b>	To adopt the new Instruction Policy and retire the current policy to align with the Texas Association of School Boards (TASB) policy manual.
<b>Justification</b>	<p>To provide the new policy in the TASB standardized format. In addition to the policy and, as applicable, internal procedures are currently in place and will continue to be enhanced.</p> <p>The new policy has been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Vice President and Provost for Academic Affairs and Economic Development.</p>
<b>Enclosed Documents</b>	Appendix A – List of New and Retired Policies and Appendix B – New Policy were included in the packet for the Committee's information and review
<b>Staff Resource</b>	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Brett Millan, Associate Vice President for Academic Success and Advancement
<b>Recommendation</b>	The Committee recommends Board approval to adopt new Instruction Policy and retire current policy as presented, and which supersedes any previously adopted Board policy.

At the recommendation by Mr. Paul Rodriguez, Chair Ms. Gonzalez-Alcantar asked that this item be taken directly to the Board at the July 2025 meeting.

## **Review and Recommend Action to Adopt Community and Governmental Relations Policies and Retire Current Policies**

<b>Purpose</b>	To adopt new Community and Governmental Relations Policies and retire the current policies to align with the Texas Association of School Boards (TASB) policy manual.
<b>Justification</b>	<p>To provide the new policies in the TASB standardized format. In addition to the policies and, as applicable, internal procedures are currently in place and will continue to be enhanced.</p> <p>The new and retired policies have been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Vice President and Provost for Academic Affairs and Economic Development.</p>
<b>Enclosed Documents</b>	Appendix A – List of New and Retired Policies, Appendix B – New Policy, and Appendix C - Complaint Form and Appeal Form were included in the packet for the Committee’s information and review.
<b>Staff Resource</b>	Venisa Earhart, Board Relations Administrator Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Brett Millan, Associate Vice President for Academic Success and Advancement
<b>Recommendation</b>	The Committee recommends Board approval to adopt new Community and Governmental Relations Policies and retire current policies as presented, and which supersedes any previously adopted Board policy.

At the recommendation by Mr. Paul Rodriguez, Chair Ms. Gonzalez-Alcantar asked that this item be taken directly to the Board at the July 2025 meeting.

**At the recommendation by Mr. Paul Rodriguez, Chair Ms. Gonzalez-Alcantar asked that this item be taken directly to the Board at the July 2025 meeting.**

<b>Purpose</b>	To retire the current policy to align with the Texas Association of School Boards (TASB) policy manual.
<b>Justification</b>	<p>Based on internal operations and functions, content from the retired policy may transition to a procedure, handbook, or operations manual as deemed appropriate by College staff.</p> <p>The retired policy has been reviewed by staff and administrators.</p>
<b>Enclosed Documents</b>	Appendix A – List of Retired Policy and Appendix B –Retired Policy were included in the packet for the Committee's information and review
<b>Staff Resource</b>	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Mary Del Paz, Vice President for Finance and Administrative Services
<b>Recommendation</b>	The Committee recommends Board approval to retire current policy as presented.

At the recommendation by Mr. Paul Rodriguez, Chair Ms. Gonzalez-Alcantar asked that this item be taken directly to the Board at the July 2025 meeting.

## **Adjournment**

There being no further business to discuss, the Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees adjourned at 8:02 p.m.

I certify that the foregoing are the true and correct Minutes of the July 8, 2025 Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees.

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Mrs. Dalinda Gonzalez-Alcantar, Presiding

**Review and Action as Necessary on Award of Proposals, Purchases,  
Purchase Renewals, Renewals, and Interlocal Agreements**

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

**Award of Proposals – 1) Books and Educational Materials (Grant Funded)**

<b>Purpose</b>	Award the proposals for books and educational materials to the vendors listed in Appendix A.
<b>Justification</b>	<p>To acquire books and educational materials for qualifying career and technical education program students.</p> <p>The students participating in the Providing Academic Support to Students (PASS) and Continuing, Professional, and Workforce Education (CPWE) Programs can access the lending library for books in the Fall 2025, Spring 2026, and Summer 2026 semesters.</p> <p>At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the Carl Perkins Grant, Continuing Education, and other requesting department budgets for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	<p>Appendix A – Vendors List</p> <p>Appendix B – Project Timeline and Information</p> <p>Other information is included in the Supporting Documentation.</p>
<b>Staff Resource</b>	<p>Dr. Maricela G. Silva, Manager for Career and Technology Education Pass</p> <p>Olivia D. De La Rosa, Dean - Continuing Education and Workforce Development</p> <p>Deyadira Leal, Director of Purchasing</p>
<b>Recommendation</b>	The Committee recommends Board approval to award the proposals for books and educational materials to the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026 with two one-year options to renew, at an estimated total amount of \$500,000.00.

## **APPENDIX A**

### **Vendors List**

<b>Vendor (City, State)</b>	<b>Vendor (City, State)</b>
<b>Assessment Technologies Institute, LLC</b> (Leawood, KS)	<b>Barnes &amp; Noble Booksellers, Inc.</b> (New York, NY)
<b>BibliU Campus, Inc.</b> (Greenville, TX)	<b>Complete Book &amp; Media Supply, LLC</b> (Cedar Park, TX)
<b>Gateway Printing &amp; Office Supply, Inc.</b> (Edinburg, TX)	<b>Hertzberg-New Method, Inc./ dba Perma-Bound Books</b> (Jacksonville, IL)
<b>Hurst Review Services, Inc.</b> (Brookhaven, MS)	<b>Kaplan Early Learning Company</b> (Lewisville, NC)
<b>Lakeshore Learning Materials, LLC</b> (Carson, CA)	

## **APPENDIX B**

### **Project Timeline and Information**

Advertised RFP	June 4, 2025 and June 11, 2025
RFP Responses Due	July 9, 2025
RFP Issued To	Twelve (12) Vendors
Responses Received From	Nine (9) Vendors
Responses Reviewed By	Purchasing Department
Highest-Ranked Vendor	Vendors listed in Appendix A

## **Award of Proposals – 2) Maintenance and Repair Parts, Materials, and Supplies**

<b>Purpose</b>	Award the proposal for maintenance and repair parts, materials, and supplies to the vendors listed in Appendix A.
<b>Justification</b>	<p>To provide maintenance and repair parts, materials, and supplies to support the College's daily work order requests across all facilities. These resources enable Facilities Operations and Maintenance teams to respond promptly and effectively to a wide range of service needs, ensuring safe, functional, and efficient environments for students, staff, and visitors.</p> <p>A variety of materials is essential for sustaining daily operations and addressing both routine and urgent maintenance tasks. These include components for plumbing, painting, irrigation, electrical systems, door hardware, batteries, and HVAC systems. Access to these supplies supports immediate repairs and helps maintain facility standards, extends the life of district assets, and minimizes disruptions to educational and operational activities.</p> <p>At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the Facilities Maintenance and Districtwide Renewals and Replacements budgets for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Appendix A – Vendors List Appendix B – Project Timeline and Information Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Mary Del Paz, Vice President - Finance and Administrative Services George McCaleb, Executive Director of Facilities Operations and Maintenance
<b>Recommendation</b>	It is requested that the Board approve to award the proposal for maintenance and repair parts, materials, and supplies to the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, with two one-year options to renew, at an estimated total amount of \$500,000.00.



## **APPENDIX A**

### **Vendors List**

<b>Vendor (City, State)</b>	<b>Vendor (City, State)</b>
<b>Baker Distributing Company, LLC</b> (Jacksonville, FL)	<b>Burton Companies</b> (Weslaco, TX)
<b>Bush Supply Company</b> (Edinburg, TX)	<b>Central Plumbing &amp; Electric Supply</b> (Weslaco, TX )
<b>Continental Battery Company</b> (Dallas, TX)	<b>Dealers Electrical Supply, Co.</b> (Waco, TX)
<b>Fairway Supply, Inc.</b> (Irving, TX)	<b>Guthries Safe &amp; Lock</b> (McAllen, TX)
<b>Interstate Battery System of the Rio Grande Valley</b> (McAllen, TX)	<b>John W. Gasparini, Inc./ dba Mark's Plumbing Parts</b> (Fort Worth, TX)
<b>Johnstone Supply</b> (Pharr, TX)	<b>Lewis Electrical Motors and Pumps</b> (Harlingen, TX)
<b>Luna Glass, LLC</b> (McAllen, TX)	<b>Matt's Building Materials</b> (Pharr, TX)
<b>Mission Auto Electric, Inc./ dba MAE Power Equipment</b> (Mission, TX)	<b>Texas Air Products</b> (San Antonio, TX)
<b>Texas Wood Supply/ South Texas Moulding</b> (Donna, TX)	<b>The Pittsburgh Paints Company</b> (Cranberry Township, PA)
<b>The Sherwin-Williams Company</b> (McAllen, TX)	<b>Triple-S Steel Supply, LLC/ dba Alamo Iron Works</b> (San Antonio, TX)
<b>United Welding Supply, LLC</b> (Edinburg, TX)	<b>Winsupply</b> (McAllen, TX)

## **APPENDIX B**

### **Project Timeline and Information**

Advertised RFP	July 16, 2025 and July 23, 2025
RFP Responses Due	July 31, 2025
RFP Issued To	Eighty-eight (88) vendors
Responses Received From	Twenty-Two (22) vendors
Responses Reviewed By	Purchasing Department
Highest-Ranked Vendor	Vendors listed in Appendix A

### **Purchases – 3) Additional Online Tutoring Services**

<b>Purpose</b>	Purchase additional online tutoring services from <b>Upswing International, Inc.</b> (Durham, NC), a sole-source vendor.
<b>Justification</b>	<p>To provide an additional 7,300 hours of online tutoring and retention services utilized by students throughout the College district. These services enhance 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.</p> <p>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.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the Centers for Learning Excellence budget for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President of Information Services, Planning, Performance, & Strategic Initiatives and Dean of Library & Learning Support Services. Lynell R. Williams, Director - Centers for Learning Excellence
<b>Recommendation</b>	The Committee recommends Board approval to purchase additional online tutoring services from <b>Upswing International, Inc.</b> (Durham, NC), a sole-source vendor, for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$182,500.00.

#### **Purchases – 4) Audio Visual Equipment and Supplies**

<b>Purpose</b>	Purchase audio visual equipment and supplies from the vendors listed in Appendix A.
<b>Justification</b>	<p>To provide audiovisual equipment and supplies districtwide, in order to support classroom instruction, staff presentations, office operations, and communication with internal and external individuals or groups. Such items include headphones, digital cameras, lenses, camera cases, dome cameras/camcorders, computer cables, printer cables, projector cables, sound equipment, projector screens, and parts.</p> <p>At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the various requesting department budgets for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	<p>Appendix A – Vendors List</p> <p>Other information is included in the Supporting Documentation.</p>
<b>Staff Resource</b>	<p>Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, &amp; Strategic Initiatives</p> <p>Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer</p>
<b>Recommendation</b>	The Committee recommends Board approval to purchase audio visual equipment and supplies from the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$350,000.00.

## **APPENDIX A**

### **Vendors List**

<b>Vendor (City, State)</b>	<b>Purchasing Cooperative</b>	<b>Amount</b>
<b>Audio Visual Aids</b> (San Antonio, TX)	Texas Department of Information Resources (DIR), Texas Association of School Boards (TASB) – Buyboard, and The Interlocal Purchasing System (TIPS)	\$110,000.00
<b>B&amp;H Foto &amp; Electronics, Corp./ dba B&amp;H Photo Video</b> (New York, NY)	E&I Cooperative Services, Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	\$160,000.00
<b>Howard Technology Solutions</b> (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	\$80,000.00
Total Amount:		\$350,000.00

## **Purchase – 5) Call Center Network Software And Voice Over IP Systems**

<b>Purpose</b>	Purchase call center network software and voice over IP (VoIP) systems from <b>Netsync Network Solutions, Inc.</b> (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor.
<b>Justification</b>	<p>To upgrade the current Cisco Call Center and Voice over IP (VoIP) systems to support a more reliable, modern, and scalable communication infrastructure that aligns with the college's current needs and future growth. The existing systems are aging and may no longer effectively manage increased call volumes, integrate with contemporary digital platforms, or provide the level of service expected by students, faculty, and staff. Upgrading to enhanced VoIP and call center technologies will improve call routing, minimize downtime, support hybrid and remote work, and streamline communication across departments.</p> <p>Additionally, the upgrade will ensure compliance with E911 (Enhanced 911) requirements, enabling accurate location data to be transmitted during emergency calls—an essential component for campus safety. These advancements will significantly enhance student support services, bolster emergency response capabilities, and increase the overall efficiency of campus-wide communications.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to purchase call center network software and voice over IP (VoIP) systems from <b>Netsync Network Solutions, Inc.</b> (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$379,871.60.

## **Purchase – 6) Chiller Maintenance Agreement and Repair Services**

**Purpose** Purchase chiller maintenance agreement and repair services with **Johnson Controls, Inc.** (Corpus Christi, TX), The Interlocal Purchasing System (TIPS) approved vendor.

**Justification** To provide chiller maintenance and repair services for the nineteen (19) air-cooled and water-cooled chillers districtwide.

These services include scheduled preventive maintenance inspections, which consist of (i) quarterly and (ii) annual inspections, and emergency service calls for the district-wide chiller units.

- (i) The quarterly inspections will examine the refrigerant circuit for leaks, electrical connections, operating pressures and temperatures, and perform an oil analysis.
- (ii) The annual inspections will examine the operating controls, inspect the thermal insulation for integrity, clean condenser tubes, and clean the interior of the control panel.

The services are as listed:

Service Fees	Amount
Schedule Services (Maintenance and Inspections)	\$67,200.00
Repair Service (Emergency Service Calls)	\$80,000.00
Total Amount:	\$147,200.00

**Funding** Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2025 – 2026, pending Board approval of the budget.

**Enclosed Documents** Other information is included in the Supporting Documentation.

**Staff Resource** Mary Del Paz, Vice President - Finance and Administrative Services  
George McCaleb, Executive Director of Facilities Operations and Maintenance

**Recommendation** The Committee recommends Board approval to purchase a chiller maintenance agreement and repair services with **Johnson Controls, Inc.** (Corpus Christi, TX), The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$147,200.00.

## **Purchases – 7) Communication Services for Radios and Equipment**

<b>Purpose</b>	Purchase communication services for radios and equipment from <b>Cellco Partnership/ dba Verizon Wireless</b> (Basking Ridge, NJ), a State of Texas Department of Information Resources (DIR) approved vendor.
<b>Justification</b>	To provide communication services for 171 radios, 20 radio-phones, 10 radio-smartphones, 21 smartphones, 30 hotspots, 25 SIM cards, and internet for the shuttle buses. These services support the daily operation of various departments such as Facilities Operations and Maintenance, Custodial Services, Central Receiving, Mail Services, Mid Valley Childcare Center, Distance Learning, Communication and Creative Services, Department of Public Safety, and Centers for Learning Excellence.
<b>Funding</b>	Funds for this expenditure are budgeted in the various requesting department budgets for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Mary Del Paz, Vice President - Finance and Administrative Services Deyadira Leal, Director of Purchasing
<b>Recommendation</b>	The Committee recommends Board approval to purchase communication services for radios and equipment from <b>Cellco Partnership/ dba Verizon Wireless</b> (Basking Ridge, NJ), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$89,000.00.

## **Purchases – 8) Computer Components, Peripherals, Software, and Supplies**

<b>Purpose</b>	Purchase computer components, peripherals, software, and supplies from the vendors listed in Appendix A.
<b>Justification</b>	<p>To provide computer components, peripherals, software, and supplies, as requested, districtwide to support classroom instruction, staff office operations, and communication with internal and external individuals or groups. Such items include scanners, printers, storage media, surge protectors, toner cartridges, cables, barcode scanners, memory, headphones, web cameras, computer parts, and software.</p> <p>At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the various requesting department budgets for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Appendix A – Vendors List Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to purchase computer components, peripherals, software, and supplies from the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$615,000.00.



## **APPENDIX A**

### **Vendors List**

<b>Vendor (City, State)</b>	<b>Purchasing Cooperative</b>	<b>Amount</b>
<b>B&amp;H Foto &amp; Electronics, Corp./ dba B&amp;H Photo Video</b> (New York, NY)	E&I Cooperative Services, The Interlocal Purchasing System (TIPS), Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	\$120,000.00
<b>CDW Government, LLC</b> (Vernon Hill, IL)	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
<b>Dell Marketing, LP</b> (Dallas, TX)	Texas Department of Information Resources (DIR) and Omnia Partners	\$70,000.00
<b>Gateway Printing &amp; Office Supplies</b> (Edinburg, TX)	Texas Association of School Boards (TASB) – Buyboard	\$50,000.00
<b>Quill, LLC</b> (Lincolnshire, IL)	Omnia Partners	\$25,000.00
<b>Reyna Enterprise, Inc./ dba Computer Repair Center</b> (McAllen, TX)	Texas Department of Information Resources (DIR)	\$100,000.00
<b>SHI Government Solutions</b> (Somerset, NJ)	E&I Cooperative Services, Sourcewell, Purchasing Association of Cooperative Entities (PACE), Texas Department of Information Resources (DIR), OMNIA Partners, and The Interlocal Purchasing System (TIPS)	\$100,000.00
Total Amount:		\$615,000.00

## **Purchases – 9) In-Store Materials and Supplies**

<b>Purpose</b>	Purchase in-store materials and supplies from the vendors listed in Appendix A.
<b>Justification</b>	<p>To provide materials, supplies, and miscellaneous items 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.</p> <p>At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the various requesting department budgets for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	<p>Appendix A – Vendors List</p> <p>Other information is included in the Supporting Documentation.</p>
<b>Staff Resource</b>	Mary Del Paz, Vice President - Finance and Administrative Services Deyadira Leal, Director of Purchasing
<b>Recommendation</b>	The Committee recommends Board approval to purchase in-store materials and supplies from the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$80,000.00.

### **APPENDIX A**

#### **Vendors List**

<b>Vendor (City, State)</b>	<b>Purchasing Cooperative</b>	<b>Amount</b>
<b>HEB LP</b> (San Antonio, TX)	Purchasing Association of Cooperative Entities (PACE)	\$60,000.00
<b>Sam's Club</b> (McAllen, TX)	Purchasing Association of Cooperative Entities (PACE)	\$20,000.00
Total Amount:		\$80,000.00

## **Purchases – 10) Network Equipment, Licenses, and Accessories**

<b>Purpose</b>	Purchase network equipment, licenses, and accessories from <b>Netsync Network Solutions, Inc.</b> (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor.
<b>Justification</b>	To support the districtwide classroom instruction, office operations, connectivity between surveillance cameras and servers, data closets to support systems, and converting analog systems to digital for classrooms, amongst other daily tasks.
<b>Funding</b>	Funds for this expenditure are budgeted in the various department and grant budgets for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to purchase network equipment, licenses, and accessories from <b>Netsync Network Solutions, Inc.</b> (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$110,000.00, which is based on prior year expenditures.

## **Purchases – 11) Software and Educational Supplies (Grant Funded)**

<b>Purpose</b>	Purchase software and educational supplies from <b>Technical Laboratory Systems, Inc.</b> (Tech-Labs) (Katy, TX), The Interlocal Purchasing System (TIPS) and Choice Partner approved vendor.
<b>Justification</b>	<p>To provide various software licenses and instructional supplies is essential for supporting programs such as Engineering, Architectural Design, Engineering Design Technology, and Mechatronics. These purchases may include licenses for robotics platforms and materials for 3D printing, which are critical to hands-on learning and technical skill development.</p> <p>The Learning Commons, Open Labs, and the Center for Advanced Training and Apprenticeships—under the Advanced Robotics and Automation Technology Grant—are requesting these resources to enhance student learning experiences and ensure compliance with grant requirements. These tools will support students in open lab environments and contribute to the success of advanced technical training initiatives.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the various department and grant budgets for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to purchase software and educational supplies from <b>Technical Laboratory Systems, Inc.</b> (Tech-Labs) (Katy, TX), The Interlocal Purchasing System (TIPS), and Choice Partner approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$100,000.00.

## Purchase Renewals – 12) Applications Maintenance Agreement

**Purpose** Renew the applications maintenance agreement with **Ellucian, Inc.** through **Lamar Institute of Technology** (Beaumont, TX), acting by and through the State of Texas Department of Information Resources (DIR) for the Texas Connection Consortium (TCC).

**Justification** To collaborate across departments in fulfilling the daily operations and improving processes for students, faculty, and staff using the Banner system applications. The four (4) main systems are Banner Student, Banner Financial Aid, Banner Finance, and Banner HR.

The applications included in the renewal agreement are as follows:

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	Financial Aid FM Need Analysis
Xtender Solutions	Open Text Application Xtender Reports Management Package	Application Xtender
AppWorx	Document Management Suite	Application Xtender Test Bundle
Banner Enterprise Job Scheduler	Application Xtender Web Services	Banner Document Management

**Funding** Funds for this expenditure are budgeted in the Application Development budget for FY 2025 – 2026, pending Board approval of the budget.

**Enclosed Documents** Other information is included in the Supporting Documentation.

**Staff Resource** Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives  
Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer

**Recommendation** The Committee recommends Board approval to renew the applications maintenance agreement with **Ellucian, Inc. through Lamar Institute of Technology** (Beaumont, TX) 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, 2025, through August 31, 2027, at an estimated total amount of \$653,496.12.

### **Purchase Renewals – 13) Database Licenses Maintenance Agreement**

<b>Purpose</b>	Renew the database licenses maintenance agreement with <b>Oracle America, Inc.</b> (Dallas, TX), a State of Texas Department of Information Services (DIR) approved vendor.
<b>Justification</b>	<p>To maintain system stability, security, and optimal performance to effectively support administrative operations by renewing 20015 database licenses, 20015 database security licenses, and 20015 database backup licenses used for the College's administrative computing system.</p> <p>The amount of licensing has decreased due to the migration of our database employees to Workday. As part of this change, we will also need to cover Oracle migration services for our licenses under the new contract. The support services include essential maintenance and upgrades to these database licenses, ensuring the College remains current with the latest software versions that support the Banner system and other enterprise-level applications throughout the College.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to renew the database licenses maintenance agreement with <b>Oracle America, Inc.</b> (Dallas, TX), a State of Texas Department of Information Services (DIR) approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$422,104.14.

## **Purchase Renewals – 14) Data Hosting and Maintenance Agreement**

<b>Purpose</b>	Renew the data hosting and maintenance agreement with <b>TouchNet Information Systems, Inc.</b> (Atlanta, GA), a sole-source vendor.
<b>Justification</b>	To 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.
<b>Funding</b>	Funds for this expenditure are budgeted in the Applications Development budget for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to renew the data hosting and maintenance agreement with <b>TouchNet Information Systems, Inc.</b> (Atlanta, GA), a sole-source vendor, for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$307,917.00.



## **Purchase Renewals – 15) Digital Signature Software Subscription Agreement**

<b>Purpose</b>	Renew the digital signature software subscription agreement with <b>Carahsoft Technology, Corp./ Docusign Government at Carahsoft</b> (Reston, VA), a State of Texas Department of Information Resources (DIR) approved vendor.
<b>Justification</b>	To permit various departments to create 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.
<b>Funding</b>	Funds for this expenditure are budgeted in the Applications Development for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to renew the digital signature software subscription agreement with <b>Carahsoft Technology, Corp./Docusign Government at Carahsoft</b> (Reston, VA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$140,656.78.

## **Purchase Renewals – 16) Email Backup Online License Subscription**

<b>Purpose</b>	Renew the email backup online license subscription with <b>SHI Government Solutions</b> (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor.
<b>Justification</b>	To support 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 provide recovery of emails.
<b>Funding</b>	Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2025 – 2026, pending Board approval of the budget. Funds for subsequent fiscal years will be included in future proposed budgets.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to renew the email backup online license subscription with <b>SHI Government Solutions</b> (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor for the period beginning September 6, 2025 through September 5, 2026, at a total amount of \$48,704.34.

## **Purchase Renewals – 17) Email Security Software License**

<b>Purpose</b>	Renew the email security software license with <b>SHI Government Solutions</b> (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor.
<b>Justification</b>	<p>To protect the Office 365 email services from inbound cyberattacks and to protect email users from malware, spam, and phishing attempts. It also provides secure messaging capabilities to be able to share sensitive information securely with trusted parties and greatly reduce the probability of a successful phishing attempt.</p> <p>Email is widely used as a method to deliver malware, trick people into providing login credentials, and is constantly targeted by spammers. We need to protect the service with a tool that provides protection against these threats.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the Information Security budget for FY 2025 – 2026, pending Board approval of the budget. Funds for subsequent fiscal years will be included in future proposed budgets.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to renew the email security software license with <b>SHI Government Solutions</b> (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor for the period beginning September 30, 2025 through September 29, 2026, at a total amount of \$107,733.84.

## **Purchase Renewals – 18) Internet Service (District-Wide) Agreement**

<b>Purpose</b>	Renew the internet service (district-wide) agreement with <b>Charter Communications Operating, LLC/ dba Spectrum Gulf Coast</b> (Austin, TX) through the State of Texas Department of Information Resources (DIR).
<b>Justification</b>	To provide 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.
<b>Funding</b>	Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to renew the internet service (district-wide) agreement with <b>Charter Communications Operating, LLC/ dba Spectrum Gulf Coast</b> (Austin, TX) through the State of Texas Department of Information Resources (DIR) for the period beginning September 1, 2025 through August 31, 2026, at an estimated monthly amount of \$15,000.00, and an estimated annual amount of \$180,000.00.

## **Purchase Renewals – 19) Network Hardware and Software Maintenance Agreement**

<b>Purpose</b>	Renew the network hardware and software maintenance agreement with <b>Netsync Network Solutions, Inc.</b> (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor.
<b>Justification</b>	To 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 with connectivity to the internet and intranet applications and services such as Blackboard and Banner.
<b>Funding</b>	Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to renew the network hardware and software maintenance agreement with <b>Netsync Network Solutions, Inc.</b> (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2025, through August 31, 2026, at a total amount of \$66,552.49.

## **Purchase Renewals – 20) Server Hardware and Software Maintenance Support Agreement**

<b>Purpose</b>	Renew the server hardware and software maintenance support agreement with <b>Dell Marketing, LP</b> (Dallas, TX) a Texas Department of Information Resources (DIR) approved vendor.
<b>Justification</b>	To ensure continuous support and maintenance of the college's computer servers, which include the servers used for the security cameras and servers supporting virtual desktops deployed to student support, call centers, classroom podiums, and computer labs district-wide. The agreement provides 24-hour, year-round support.
<b>Funding</b>	Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to renew the server hardware and software maintenance support agreement with <b>Dell Marketing, LP</b> (Dallas, TX) a Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$57,502.72.

## **Purchase Renewals – 21) Student Engagement Messaging Platform**

<b>Purpose</b>	Renew the student engagement messaging platform with <b>Mongoose Research, Inc.</b> (Buffalo, NY), a sole-source vendor.
<b>Justification</b>	To provide targeted outreach to current and prospective students via text campaigns to increase enrollment and retention rates. The system allows staff to directly communicate one-to-one with students using a web-based system. The features include two-way communication via SMS text and WhatsApp. The College has very high return rates with students and is one of the national leaders in effective and targeted direct messages with students.
<b>Funding</b>	Funds for this expenditure are budgeted in the Valle Promise budget for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Matthew S. Hebbard, Vice President - Student Affairs and Enrollment Management Melissa M Peña, Director of Valley Promise
<b>Recommendation</b>	The Committee recommends Board approval to renew the student engagement messaging platform with <b>Mongoose Research, Inc.</b> (Buffalo, NY), a sole-source vendor, for the period beginning September 1, 2025 through August 31, 2028, in the amount \$84,000.00.

## **Purchase Renewals – 22) Software and Hardware License and Maintenance Agreement**

<b>Purpose</b>	Renew the software and hardware license and maintenance agreement with <b>SHI Government Solutions</b> (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor.
<b>Justification</b>	To renew the Enterprise software installed in student lab and classroom computers to keep them running efficiently and prevent hardware failures. The ticketing system licenses used by the IT Service Desk help keep track of any technical support issues, and monitor and alert systems that continuously monitor all information systems (servers, switches, and applications) to prevent any service interruptions.
<b>Funding</b>	Funds for this expenditure are budgeted in the IT PM Risk & Security, Client Services, Systems and Networking, and Technology Support Services budgets for FY 2024 – 2025, FY 2025 – 2026, and FY 2026 – 2027, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to renew the software and hardware license and maintenance agreement with <b>SHI Government Solutions</b> (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$149,672.84.



### **Purchase Renewals – 23) Subscription Licenses Maintenance Agreement**

<b>Purpose</b>	Renew the subscription licenses maintenance agreement with <b>Oracle America, Inc.</b> (Dallas, TX), a State of Texas Department of Information Services (DIR) approved vendor.
<b>Justification</b>	To maintain system stability, security, and performance in support of administrative operations, the subscription licenses include security and backup components, which are essential to the College's administrative computing system. The number of licenses has decreased due to the migration of database-related roles to Workday. Support services will cover ongoing maintenance and upgrades, ensuring our systems, such as Banner and other enterprise applications, remain current and fully functional across the College.
<b>Funding</b>	Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2025 – 2026, pending Board approval of the budget. Funds for subsequent fiscal years will be included in future proposed budgets.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to renew the software licenses maintenance agreement with <b>Oracle America, Inc.</b> (Dallas, TX), a State of Texas Department of Information Services (DIR) approved vendor, for the period beginning September 1, 2025 through August 31, 2028, at a total amount of \$361,818.33.

## **Purchase Renewals – 24) Systems Appliance Maintenance Agreement**

<b>Purpose</b>	Renew the systems appliance maintenance agreement with <b>Netsync Network Solutions, Inc.</b> (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor.
<b>Justification</b>	To provide high availability, security, and performance for critical business applications such as Luminis, JagPride, Outlook Web Access, JagParking, and Dual Enrollment through F5 appliances. The agreement covers the maintenance and technical support of the appliances and provides 24-hour, year-round support.
<b>Funding</b>	Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
<b>Recommendation</b>	The Committee recommends Board approval to renew the systems appliance maintenance agreement with <b>Netsync Network Solutions, Inc.</b> (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$27,726.36.

## **Purchase Renewals – 25) Video Content Management System**

<b>Purpose</b>	Renew the video content management system agreement with <b>Yuja, Inc.</b> (San Jose, CA), a sole-source vendor.
<b>Justification</b>	To provide comprehensive tools for video management, lecture capture, and content creation, widely used across educational institutions, businesses, and other organizations. It supports meeting recordings and enables instructors to create instructional content, including interactive video quizzes and assessments for students.
<b>Funding</b>	Funds for this expenditure are budgeted in the Educational Technologies budget for FY 2025 – 2026, pending Board approval of the budget and subsequent budgets. Funds for subsequent fiscal years will be included in future proposed budgets.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer Dr. Yolanda Martinez, Director of Educational Technologies
<b>Recommendation</b>	The Committee recommends Board approval to renew the video content management system agreement with <b>Yuja, Inc.</b> (San Jose, CA), a sole-source vendor for the period beginning September 1, 2025 through October 08, 2028, at a total amount of \$162,655.71.

## **Renewals – 26) Geotechnical Engineering and Materials Testing Services**

<b>Purpose</b>	Renew the geotechnical engineering and materials testing services contracts with the vendors listed in Appendix A.
<b>Justification</b>	To provide geotechnical engineering and materials testing services that are essential to ensuring the safety, quality, and regulatory compliance of construction projects. These services may include soil testing for foundation design, compaction verification of fill materials, quality assessment of concrete and asphalt, evaluation of structural steel and welds, floor levelness checks, fireproofing inspections, environmental monitoring, and identification of asbestos-containing materials. These tests support sound engineering decisions and help mitigate construction-related risks.
<b>Funding</b>	Funds for this expenditure are budgeted in the Facilities Planning and Construction budgets for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Appendix A – Vendors List Appendix B – Renewal Terms
<b>Staff Resource</b>	Mary Del Paz, Vice President - Finance and Administrative Services Ricardo De La Garza, Executive Director - Facilities Planning and Construction
<b>Recommendation</b>	The Committee recommends Board approval to renew the geotechnical engineering and materials testing services contracts with the vendors listed in Appendix A for the period beginning July 28, 2025 through July 27, 2026, at an estimated total amount of \$200,000.00.

### **APPENDIX A** **Vendors List**

<b>Vendor (City, State)</b>	<b>Vendor (City, State)</b>
<b>B2Z Engineering, LLC</b> (Mission, TX)	<b>Intertek PSI</b> (Harlingen, TX)
<b>L&amp;G Consulting Engineers, Inc.</b> (Mercedes, TX)	<b>Millennium Engineers Group, Inc.</b> (Pharr, TX)
<b>Raba Kistner, Inc.</b> (McAllen, TX)	<b>Terracon Consultants, Inc.</b> (Pharr, TX)

## **APPENDIX B**

### **Renewal Terms**

The Board awarded the contract as follows:

<b>Term: June 25, 2024 – one year with two (2) one-year annual renewals</b>			
Award	Board Meeting Date	Original Term	Renewal Term
Original	06/25/2024	7/28/2024 – 7/27/2025	
First Renewal	08/26/2025		07/28/2025 – 7/27/2026

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

## **Renewals – 27) Office Supplies**

<b>Purpose</b>	Renew the office supplies contracts with the vendors listed in Appendix A.
<b>Justification</b>	<p>To purchase office supplies essential for the daily operation of the College's instructional programs and support services departments.</p> <p>At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the various departments' budgets for FY 2025 – 2026, pending Board approval of the budget. Funds for subsequent fiscal years will be included in future proposed budgets.
<b>Enclosed Documents</b>	<p>Appendix A – Vendors List</p> <p>Appendix B – Renewal Terms</p>
<b>Staff Resource</b>	Mary Del Paz, Vice President - Finance and Administrative Services Deyadira Leal, Director of Purchasing
<b>Recommendation</b>	The Committee recommends Board approval to renew the office supplies contracts with the vendors listed in Appendix A for the period beginning October 1, 2025 through September 30, 2026, at an estimated total amount of \$350,000.00.

### **APPENDIX A**

#### **Vendors List**

Primary Vendor	<b>Gateway Printing &amp; Office Supply, Inc.</b> (Edinburg, TX)
Secondary Vendors	<b>Copy Plus</b> (McAllen, TX)
	<b>Quill, LLC</b> (Lincolnshire, IL)
	<b>Ray's Business Products</b> (Pharr, TX)

**APPENDIX B**  
**Renewal Terms**

The Board awarded the contract as follows:

<b>Term: August 22, 2023 – one year with two (2) one-year annual renewals</b>			
Award	Board Meeting Date	Original Term	Renewal Term
Original	08/22/2023	10/01/2023 – 9/30/2024	
First Renewal	07/16/2024		10/01/2024 – 9/30/2025
<b>Final Renewal</b>	08/26/2025		10/01/2025 – 9/30/2026

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

## **Renewals – 28) Welding Gases, Metals, and Supplies**

<b>Purpose</b>	Renew the welding gases, metals, and supplies contracts with the vendors listed in Appendix A.
<b>Justification</b>	<p>To purchase various gases, metals, and classroom/lab supplies used by students for hands-on instruction in welding classes throughout the College district.</p> <p>At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the various departments' budgets for FY 2025 – 2026, pending Board approval of the budget. Funds for subsequent fiscal years will be included in future proposed budgets.
<b>Enclosed Documents</b>	<p>Appendix A – Vendors List</p> <p>Appendix B – Renewal Terms</p>
<b>Staff Resource</b>	<p>Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development</p> <p>Jose Vela, Interim Dean for Division of Business, Public Safety, and Technology</p>
<b>Recommendation</b>	The Committee recommends Board approval to renew the welding gases, metals, and supplies contracts with the vendors listed in Appendix A for the period beginning October 1, 2025 through September 30, 2026, at an estimated total amount of \$300,000.00.

### **APPENDIX A**

#### **Vendors List**

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



## **APPENDIX B**

### **Renewal Terms**

The Board awarded the contract as follows:

<b>Term: September 26, 2023 – one year with two (2) one-year annual renewals</b>			
Award	Board Meeting Date	Original Term	Renewal Term
Original	9/26/2023	10/01/2023 – 9/30/2024	
First Renewal	7/16/2024		10/01/2024 – 9/30/2025
<b>Final Renewal</b>	8/26/2025		10/01/2025 – 9/30/2026

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

## **Interlocal Agreements – 29) Facility Rental Agreement**

<b>Purpose</b>	Purchase a facility rental agreement with the <b>City of McAllen</b> (McAllen, TX) through an interlocal agreement.
<b>Justification</b>	<p>To host the 2025 South Texas College Convocation on September 10, 11, and 12. The event will utilize Exhibit Halls A, B, and C, with access required on the preceding day for equipment setup.</p> <p>The rental package includes access to the facility, audio-visual equipment, tables, chairs, curtains, a podium, a stage, and security services. These resources are essential to ensure the successful execution of the convocation, which serves as a key institutional event for faculty and staff.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the Employee Talent Development budget for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Mary Del Paz, Vice President - Finance and Administrative Services Myriam Lopez, Associate Vice President - Finance and Management
<b>Recommendation</b>	The Committee recommends Board approval to purchase a facility rental agreement with the <b>City of McAllen</b> (McAllen, TX) through an interlocal agreement in the amount of \$26,957.00 for September 10 – 12, 2025.

### **Interlocal Agreements – 30) Professional Development Services**

<b>Purpose</b>	Renew the professional development services with <b>Austin Community College / DigiTex</b> (Austin, TX) through an interlocal agreement.
<b>Justification</b>	<p>To support two major initiatives. The first initiative is to provide Quality Matters Training to faculty. This training supports the College in its reaccreditation by meeting accreditor standards for quality online education. Secondly, this agreement allows for the submittal of courses for external Quality Matters certification at a reduced rate.</p> <p>The collaboration between Austin Community College and South Texas College enhances the services provided to both students and faculty while providing a reduced cost for certifications and training.</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the Digital Learning budget for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Rachel Sale, Dean – Digital Learning
<b>Recommendation</b>	The Committee recommends Board approval to renew the professional development services with <b>Austin Community College / DigiTex</b> (Austin, TX) through an interlocal agreement for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$20,000.00.

## **Interlocal Agreements – 31) Professional Development Services**

<b>Purpose</b>	Renew the professional development services with <b>Region One Education Service Center</b> (Edinburg, TX) through an interlocal agreement.
<b>Justification</b>	<p>To facilitate professional development services (workshops and training) for South Texas College's faculty and staff by storing and tracking the history of training, workshops, meetings, and conferences. All pertinent information is stored in one central location for Academic Continuity or classification purposes. This software assists over thirty instructional programs and support departments at South Texas College in complying with elements of their Institutional Effectiveness (IE) plans and goals. This objective meets South Texas College's strategic goal of cultivating institutional excellence through a streamlined, well-structured, and efficient set of communication processes at the College.</p> <p>This system has been used by South Texas College since 2016 for workshop creation, registrations, evaluations, certifications, and for the reporting of all instructional programs and support services to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). It is also used for National Alliance of Concurrent Enrollment Partnerships (NACEP) accreditation of all dual credit courses and Accreditation for the Nursing and Allied Health Division (A.C.E.N.).</p>
<b>Funding</b>	Funds for this expenditure are budgeted in the Teaching and Learning Center budget for FY 2025 – 2026, pending Board approval of the budget.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation.
<b>Staff Resource</b>	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Jessica A. Galloso, Associate Dean - Teaching and Learning Center
<b>Recommendation</b>	The Committee recommends Board approval to renew the professional development services with <b>Region One Education Service Center</b> (Edinburg, TX) through an interlocal agreement for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$18,250.00.

Recommendation: It is requested that the Committee recommend for Board approval of the award of proposals, purchases, purchase renewals, renewals, and interlocal agreements at a total cost of \$6,739,319.27 as listed below:

**Award of  
Proposals**

- 1) **Books and Educational Materials (Grant Funded)**: award the proposals for books and educational materials to the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026 with two one-year options to renew, at an estimated total amount of \$500,000.00;

**APPENDIX A**  
**Vendors List**

<b>Vendor (City, State)</b>	<b>Vendor (City, State)</b>
<b>Assessment Technologies Institute, LLC</b> (Leawood, KS)	<b>Barnes &amp; Noble Booksellers, Inc.</b> (New York, NY)
<b>BibliU Campus, Inc.</b> (Greenville, TX)	<b>Complete Book &amp; Media Supply, LLC</b> (Cedar Park, TX)
<b>Gateway Printing &amp; Office Supply, Inc.</b> (Edinburg, TX)	<b>Hertzberg-New Method, Inc./ dba Perma-Bound Books</b> (Jacksonville, IL)
<b>Hurst Review Services, Inc.</b> (Brookhaven, MS)	<b>Kaplan Early Learning Company</b> (Lewisville, NC)
<b>Lakeshore Learning Materials, LLC</b> (Carson, CA)	

- 2) **Maintenance and Repair Parts, Materials, and Supplies**: award the proposal for maintenance and repair parts, materials, and supplies to the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, with two one-year options to renew, at an estimated total amount of \$500,000.00;

**APPENDIX A**  
**Vendors List**

<b>Vendor (City, State)</b>	<b>Vendor (City, State)</b>
<b>Baker Distributing Company, LLC</b> (Jacksonville, FL)	<b>Burton Companies</b> (Weslaco, TX)
<b>Bush Supply Company</b> (Edinburg, TX)	<b>Central Plumbing &amp; Electric Supply</b> (Weslaco, TX )
<b>Continental Battery Company</b> (Dallas, TX)	<b>Dealers Electrical Supply, Co.</b> (Waco, TX)
<b>Fairway Supply, Inc.</b> (Irving, TX)	<b>Guthries Safe &amp; Lock</b> (McAllen, TX)

<b>Interstate Battery System of the Rio Grande Valley</b> (McAllen, TX)	<b>John W. Gasparini, Inc./ dba Mark's Plumbing Parts</b> (Fort Worth, TX)
<b>Johnstone Supply</b> (Pharr, TX)	<b>Lewis Electrical Motors and Pumps</b> (Harlingen, TX)
<b>Luna Glass, LLC</b> (McAllen, TX)	<b>Matt's Building Materials</b> (Pharr, TX)
<b>Mission Auto Electric, Inc./ dba MAE Power Equipment</b> (Mission, TX)	<b>Texas Air Products</b> (San Antonio, TX)
<b>Texas Wood Supply/ South Texas Moulding</b> (Donna, TX)	<b>The Pittsburgh Paints Company</b> (Cranberry Township, PA)
<b>The Sherwin-Williams Company</b> (McAllen, TX)	<b>Triple-S Steel Supply, LLC/ dba Alamo Iron Works</b> (San Antonio, TX)
<b>United Welding Supply, LLC</b> (Edinburg, TX)	<b>Winsupply</b> (McAllen, TX)

## Purchases

- 3) **Additional Online Tutoring Services:** purchase additional online tutoring services from **Upswing International, Inc.** (Durham, NC), a sole-source vendor, for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$182,500.00;
- 4) **Audio Visual Equipment and Supplies:** purchase audio visual equipment and supplies from the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$350,000.00;

### **APPENDIX A** **Vendors List**

<b>Vendor (City, State)</b>	<b>Purchasing Cooperative</b>	<b>Amount</b>
<b>Audio Visual Aids</b> (San Antonio, TX)	Texas Department of Information Resources (DIR), Texas Association of School Boards (TASB) – Buyboard, and The Interlocal Purchasing System (TIPS)	\$110,000.00
<b>B&amp;H Foto &amp; Electronics, Corp./ dba B&amp;H Photo Video</b> (New York, NY)	E&I Cooperative Services, Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	\$160,000.00

<b>Howard Technology Solutions</b> (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	\$80,000.00
Total Amount:		\$350,000.00

- 5) **Call Center Network Software And Voice Over IP Systems:**  
purchase call center network software and voice over IP (VoIP) systems from **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$379,871.60;
- 6) **Chiller Maintenance Agreement and Repair Services:**  
purchase a chiller maintenance agreement and repair services with **Johnson Controls, Inc.** (Corpus Christi, TX), The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$147,200.00;
- 7) **Communication Services for Radios and Equipment:**  
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, 2025 through August 31, 2026, at an estimated total amount of \$89,000.00;
- 8) **Computer Components, Peripherals, Software, and Supplies:**  
purchase computer components, peripherals, software, and supplies from the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$615,000.00;

#### **APPENDIX A**

##### **Vendors List**

<b>Vendor (City, State)</b>	<b>Purchasing Cooperative</b>	<b>Amount</b>
<b>B&amp;H Foto &amp; Electronics, Corp./ dba B&amp;H Photo Video</b> (New York, NY)	E&I Cooperative Services, The Interlocal Purchasing System (TIPS), Omnia Partners, and Texas Association of School	\$120,000.00

	Boards (TASB) – Buyboard	
<b>CDW Government, LLC</b> (Vernon Hill, IL)	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
<b>Dell Marketing, LP</b> (Dallas, TX)	Texas Department of Information Resources (DIR) and Omnia Partners	\$70,000.00
<b>Gateway Printing &amp; Office Supplies</b> (Edinburg, TX)	Texas Association of School Boards (TASB) – Buyboard	\$50,000.00
<b>Quill, LLC</b> (Lincolnshire, IL)	Omnia Partners	\$25,000.00
<b>Reyna Enterprise, Inc./ dba Computer Repair Center</b> (McAllen, TX)	Texas Department of Information Resources (DIR)	\$100,000.00
<b>SHI Government Solutions</b> (Somerset, NJ)	E&I Cooperative Services, Sourcewell, Purchasing Association of Cooperative Entities (PACE), Texas Department of Information Resources (DIR), OMNIA Partners, and The Interlocal Purchasing System (TIPS)	\$100,000.00
Total Amount:		\$615,000.00

- 9) **In-Store Materials and Supplies:** purchase in-store materials and supplies from the vendors listed in Appendix A for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$80,000.00;



**APPENDIX A**  
**Vendors List**

<b>Vendor (City, State)</b>	<b>Purchasing Cooperative</b>	<b>Amount</b>
<b>HEB LP</b> (San Antonio, TX)	Purchasing Association of Cooperative Entities (PACE)	\$60,000.00
<b>Sam's Club</b> (McAllen, TX)	Purchasing Association of Cooperative Entities (PACE)	\$20,000.00
Total Amount:		\$80,000.00

**10) Network Equipment, Licenses, and Accessories:** purchase network equipment, licenses, and accessories from **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$110,000.00, which is based on prior year expenditures;

**11) Software and Educational Supplies (Grant Funded):** purchase software and educational supplies from **Technical Laboratory Systems, Inc.** (Tech-Labs) (Katy, TX), The Interlocal Purchasing System (TIPS), and Choice Partner approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$100,000.00;

**Purchase  
Renewals**

**12) Applications Maintenance Agreement:** renew the applications maintenance agreement with **Ellucian, Inc. through Lamar Institute of Technology** (Beaumont, TX) 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, 2025, through August 31, 2027, at an estimated total amount of \$653,496.12;

**13) Database Licenses Maintenance Agreement:** renew the database licenses maintenance agreement with Oracle America, Inc. (Dallas, TX), a State of Texas Department of Information Services (DIR) approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$422,104.14;

**14) Data Hosting and Maintenance Agreement:** renew the data hosting and maintenance agreement with **TouchNet Information Systems, Inc.** (Atlanta, GA), a sole-source vendor, for the period beginning September 1, 2025, through August 31, 2026, at a total amount of \$307,917.00;

**15) Digital Signature Software Subscription Agreement:** 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, 2025 through August 31, 2026, at an estimated total amount of \$140,656.78;

**16) Email Backup Online License Subscription:** renew the email backup online license subscription with **SHI Government Solutions** (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor for the period beginning September 6, 2025 through September 5, 2026, at a total amount of \$48,704.34;

**17) Email Security Software License:** renew the email security software license with **SHI Government Solutions** (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor for the period beginning September 30, 2025 through September 29, 2026, at a total amount of \$107,733.84;

**18) Internet Service (District-Wide) Agreement:** renew the internet service (district-wide) agreement with **Charter Communications Operating, LLC/ dba Spectrum Gulf Coast** (Austin, TX) through the State of Texas Department of Information Resources (DIR) for the period beginning September 1, 2025 through August 31, 2026, at an estimated monthly amount of \$15,000.00, and an estimated annual amount of \$180,000.00;

**19) Network Hardware and Software Maintenance Agreement:** renew the network hardware and software 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, 2025, through August 31, 2026, at a total amount of \$66,552.49;

**20) Server Hardware and Software Maintenance Support Agreement:** renew the server hardware and software maintenance support agreement with **Dell Marketing, LP** (Dallas, TX) a Texas Department of Information Resources (DIR) approved vendor for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$57,502.72;

**21) Student Engagement Messaging Platform:** renew the student engagement messaging platform with **Mongoose Research, Inc.** (Buffalo, NY), a sole-source vendor, for the period beginning September 1, 2025 through August 31, 2028, in the amount \$84,000.00;

**22) Software and Hardware License and Maintenance Agreement:** renew the software and hardware license and maintenance agreement with **SHI Government Solutions** (Somerset, NJ), The Interlocal Purchasing System (TIPS) approved vendor for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$149,672.84;

- 23) Subscription Licenses Maintenance Agreement:** renew the subscription licenses maintenance agreement with Oracle America, Inc. (Dallas, TX), a State of Texas Department of Information Services (DIR) approved vendor, for the period beginning September 1, 2025 through August 31, 2028, at a total amount of \$361,818.33;
- 24) Systems Appliance Maintenance Agreement:** renew the systems appliance 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, 2025 through August 31, 2026, at a total amount of \$27,726.36;
- 25) Video Content Management System:** renew the video content management system agreement with **Yuja, Inc.** (San Jose, CA), a sole-source vendor for the period beginning September 1, 2025 through October 08, 2028, at a total amount of \$162,655.71;

## Renewals

- 26) Geotechnical Engineering and Materials Testing Services:** renew the geotechnical engineering and materials testing services contracts with the vendors listed in Appendix A for the period beginning July 28, 2025 through July 27, 2026, at an estimated total amount of \$200,000.00;

### **APPENDIX A** **Vendors List**

<b>Vendor (City, State)</b>	<b>Vendor (City, State)</b>
<b>B2Z Engineering, LLC</b> (Mission, TX)	<b>Intertek PSI</b> (Harlingen, TX)
<b>L&amp;G Consulting Engineers, Inc.</b> (Mercedes, TX)	<b>Millennium Engineers Group, Inc.</b> (Pharr, TX)
<b>Raba Kistner, Inc.</b> (McAllen, TX)	<b>Terracon Consultants, Inc.</b> (Pharr, TX)

- 27) Office Supplies:** renew the office supplies contracts with the vendors listed in Appendix A for the period beginning October 1, 2025 through September 30, 2026, at an estimated total amount of \$350,000.00;

## **APPENDIX A**

### **Vendors List**

Primary Vendor	<b>Gateway Printing &amp; Office Supply, Inc.</b> (Edinburg, TX)
Secondary Vendors	<b>Copy Plus</b> (McAllen, TX)
	<b>Quill, LLC</b> (Lincolnshire, IL)
	<b>Ray's Business Products</b> (Pharr, TX)

- 28) Welding Gases, Metals, and Supplies:** renew the welding gases, metals, and supplies contracts with the vendors listed in Appendix A for the period beginning October 1, 2025 through September 30, 2026, at an estimated total amount of \$300,000.00;

## **APPENDIX A**

### **Vendors List**

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

### **Interlocal Agreements**

- 29) Facility Rental Agreement:** purchase a facility rental agreement with the **City of McAllen** (McAllen, TX) through an interlocal agreement in the amount of \$26,957.00 for September 10 – 12, 2025;
- 30) Professional Development Services:** renew the professional development services with **Austin Community College / DigiTex** (Austin, TX) through an interlocal agreement for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$20,000.00;
- 31) Professional Development Services:** renew the professional development services with **Region One Education Service Center** (Edinburg, TX) through an interlocal agreement for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$18,250.00.

### **Discussion and Action as Necessary on Proposal for Vending Services – Beverages and Request for Best and Final Offer**

<b>Purpose</b>	To award the proposal for vending services for beverages at all South Texas College Campuses and Centers, and discuss the approval to authorize staff to request a best and final offer from the recommended vendor.
<b>Justification</b>	To ensure that beverages are readily available to faculty, staff, students, and visitors beyond the standard operating hours of campus cafeterias. By offering accessible beverage options throughout the day, the College aims to enhance campus convenience, support wellness, and improve the overall experience for the campus community.
<b>Enclosed Documents</b>	Appendix A – Project Timeline and Information Appendix B - Commission Rate and Projected Commissions
<b>Staff Resource</b>	Mary Del Paz, Vice President - Finance and Administrative Services George McCaleb, Executive Director of Operations and Maintenance
<b>Recommendation</b>	The Committee recommends Board approval to award the proposal for vending services for beverages at South Texas College campuses and centers to <b>PepsiCo Beverages Sales, LLC</b> . (Hidalgo, TX) for a five (5) year period beginning October 1, 2025 through September 30, 2030 and also authorize staff to request a best and final offer from the recommended vendor, which will then be presented at the August 26, 2025, Board of Trustees meeting for approval.

### **APPENDIX A**

#### **Project Timeline and Information**

Advertised RFP	July 9, 2025 and July 16, 2025
RFP Responses Due	July 31, 2025
RFP Issued To	Four (4) vendors
Responses Received From	Three (3) vendors, of which two (2) vendors proposals were incomplete, therefore not considered.
Responses Reviewed By	Facilities Operations and Maintenance, and Purchasing Department
Highest-Ranked Vendor	PepsiCo Beverages Sales, LLC.

**APPENDIX B**

**Commission Rate and Projected Commissions**

Vendor Commission Rate	5-Year: 32% commission
Vendor Projected Commission	5-Year: \$408,100 projected commission Annual Projected Commission - \$81,620
Annual Scholarship	\$0
Scholarship Fund	\$0
Product Donation	\$0

**SOUTH TEXAS COLLEGE  
VENDING SERVICES - BEVERAGES PROPOSAL SUMMARY  
PROJECT NO. 25-26-1007**

	<b>Current Contract</b>			
<b>VENDOR</b>	PepsiCo	Coca-Cola Southwest Beverages	PepsiCo Beverage Sales, LLC.	STX Snacktime Vending Company, LLC.
<b>ADDRESS</b>	1601 N International Blvd Ste 400	5420 LBJ Fwy	1601 N International Blvd Ste 400	2801 Midvalley Dr
<b>CITY/STATE/ZIP</b>	Hidalgo, TX 78557	Dallas, TX 75240	Hidalgo, TX 78557	Weslaco, TX 78599
<b>PHONE</b>	956-994-6112	346-242-2880	956-994-6112	956-593-8988
<b>FAX</b>			956-994-0868	
<b>CONTACT</b>	Christopher Martinez	Lorenzo Cardona	Christopher Martinez	Edgar Vargas
<b>Number of Years in Business</b>	9	9	120	13
<b>Type of Operation</b>	Corporation	LLC	Corporation	LLC
<b>Number of Employees Company Wide</b>	85,000	8,000+	85,000	20
<b>Historical Data</b>	8,000 cases are sold annually	6,600 cases are sold annually	6,600 cases are sold annually	6,600 cases are sold annually
<b>Product Donation</b>	Product Donation \$2,000 per year	None	None	None
<b>Scholarship Support</b>	\$15,000 per year	None	None	\$4,000 per year
<b>Product Pricing</b>	Water, 20 oz. Soft Drinks, 12 oz. Mountain Dew Kickstart, Sparkling Waters - \$1.75 Gatorade, Juices, Teas, and 16 oz. Mountain Dew Kickstart - \$2.00 Life Water - \$2.25 Coffee and Energy Drinks - \$3.00 ***** 3 Yr Contract - Price increase of \$.25 in Year 3 5 Yr Contract - Price increase of \$.25 in Year 3 7 Yr Contract - Price increase of \$.25 in Years 3 and 6 10 Yr Contract - Price increase of \$.25 in Years 3, 6, and 9	Can Soft Drinks, Dasani Water, and Powerade - \$2.75 Smart Water - \$3.25 Monster and Flash Drinks - \$3.75 Vitamin Water, Juice, and Peak Tea - \$3.00 Body Armor Drink - \$3.25 Core Power Drink - \$4.50 Dunkin Donuts - \$3.50 Peach Tea and Topo Chico - \$2.50 ***** 3 Yr Contract - Price increase of \$.25 in Year 3	Water, 20 oz. carbonated soft drinks - \$2.50, Gatorade, Juices, and Tea, - \$2.75, Life Water - \$3.00, Celsius and Rockstar - \$3.50, Starbucks drinks - \$4.50 ***** 3 Yr Contract - Price increase of \$.25 in Year 2 5 Yr Contract - Price increase of \$.25 in Years 2 and 4 7 Yr Contract - Price increase of \$.25 in Years 2, 4, and 6 10 Yr Contract - Price increase of \$.25 in Years 2, 4, 6, and 10	
<b>Discretionary Funding</b>	3-Year: \$30,000 per year 5-Year: \$35,000 per year 7-Year: \$35,000 per year 10-Year: \$35,000 per year	None	None	None
<b>Vendor Commission Rates</b>	43% - 20 oz. Carbonated Soft Drinks & Water 30% Teas, Juices, Energy Drinks, Enhanced Water, Gatorade, and Coffee	3-Year 25% commission for 20oz carbonated soft drinks (including Dr. Pepper) and 20 oz Dasani  15% commission for all other packages	3-Year: 30% commission 5-Year: 32% commission 7-Year: 34% commission 10-Year: 34% commission	3-Year 35% commission ***** 5-Year Years 1-3 35% commission and Years 4-5 36.5% commission ***** 7-Year Years 1-3 35% commission, Years 4-5 36.5% commission, and Years 6-7 37.5% commission ***** 10-Year Years 1-3 35% commission, Years 4-5 36.5% commission, Years 6-7 37.5% commission, and Years 8-10 39% commission

**SOUTH TEXAS COLLEGE  
VENDING SERVICES - BEVERAGES PROPOSAL SUMMARY  
PROJECT NO. 25-26-1007**

<b>Current Contract</b>				
<b>VENDOR</b>	PepsiCo	Coca-Cola Southwest Beverages	PepsiCo Beverage Sales, LLC.	STX Snacktime Vending Company, LLC.
<b>ADDRESS</b>	1601 N International Blvd Ste 400	5420 LBJ Fwy	1601 N International Blvd Ste 400	2801 Midvalley Dr
<b>CITY/STATE/ZIP</b>	Hidalgo, TX 78557	Dallas, TX 75240	Hidalgo, TX 78557	Weslaco, TX 78599
<b>PHONE</b>	956-994-6112	346-242-2880	956-994-6112	956-593-8988
<b>Vendor Projected Commission</b>	3-Year: \$355,000 projected commission Annual Projected Commission - \$118,333 ***** 5-Year: \$611,000 projected commission Annual Projected Commission - \$122,200 ***** 7-Year: \$897,000 projected commission Annual Projected Commission - \$128,143 ***** 10 Year: \$1,354,400 projected commission Annual Projected Commission - \$135,400 ***** Based on sales of and average of 8,600 cases	3-Year: \$216,393 estimated vending commission \$213,999 estimated equipment investment of 52 beverage vendors Average number of cases is unknown	3-Year: \$220,080 projected commission Annual Projected Commission - \$73,360 ***** 5-Year: \$408,100 projected commission Annual Projected Commission - \$81,620 ***** 7-Year: \$631,000 projected commission Annual Projected Commission - \$90,142 ***** 10 Year: \$933,900 projected commission Annual Projected Commission - \$93,390 ***** Average number of cases is unknown	
<b>Case Rebate</b>	Year 10 - \$86,000 \$1 per case based on 8,600 cases			
<b>Marketing and Activation Support</b>		\$1,000 Annual Marketing and Merchandise Funds		
<b>TOTAL EVALUATION POINTS</b>		****	93	****
<b>RANKING</b>		****	1	****

\*\*\*\*The vendor's proposals were incomplete, therefore not considered or evaluated.  
The Director of Purchasing has reviewed all the responses and evaluations completed.



**SOUTH TEXAS COLLEGE  
VENDING SERVICES - BEVERAGES  
PROJECT NO. 25-26-1007  
EVALUATION SUMMARY**

VENDOR		PepsiCo Beverage Sales, LLC.	
ADDRESS		1601 N International Blvd Ste 400	
CITY/STATE/ZIP		Hidalgo, TX 78557	
PHONE		956-994-6112	
FAX		956-994-0868	
CONTACT		Christopher Martinez	
1	The vendor's financial proposal (including commission, any fixed periodic payment and vending price). (up to 45 points)	45	45
		45	
		45	
		45	
2	The vendor's experience and reputation. (up to 15 points)	14	14
		14	
		14	
		13	
3	The quality and variety of product offered by the vendor. (up to 15 points)	14	14
		14	
		14	
		13	
4	The vendor's policy in handling customer service complaints/issues. (up to 11 points)	9	9
		9	
		9	
		9	
5	The contractual terms which would govern the relationship between the College and the vendor. (up to 10 points)	8	9
		8.5	
		8.5	
		9	
6	The vendor's past relationship with the College. (up to 3 points)	3	3
		2.5	
		2.5	
		2	
7	The impact on the ability of the College to comply with laws relating to historically underutilized businesses. (up to 1 point)	0	0
		0	
		0	
		0	
TOTAL EVALUATION POINTS		93	
RANKING		1	

The Director of Purchasing has reviewed all the responses and evaluations completed.

## **Review and Recommend Action on Proposed Employee Compensation Plan for FY 2025 – 2026**

**Purpose** Administration requests the Committee recommend Board approval of the Proposed Employee Compensation Plan for FY 2025 – 2026 for all salary structure employee groups, which includes the proposed salary placement for new faculty, proposed pay grade ranges, and other compensation information.

**Justification** The Proposed Employee Compensation Plan for FY 2025 - 2026 incorporates TASB's annual maintenance revisions, focusing on complying with State and Federal compensation regulations, ensuring compensation consistency, enhancing the ability to attract and retain qualified faculty and staff, and providing a clear and concise reference for compensation decisions.

On July 13, 2022, the Board of Trustees approved the Texas Association of School Boards (TASB) Compensation Study and approved a new compensation structure for FY 2022 – 2023. The College continued to utilize the TASB HR services to complete a compensation maintenance review for FY 2023 – 2024 and FY 2024 – 2025.

The following summary outlines the methodology employed by the Texas Association of School Boards (TASB) and the College Administration in determining the recommended FY 2025 - 2026 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 the market for the Proposed Employee Compensation Plan for FY 2025 – 2026:

- ⇒ Faculty
- ⇒ Adjuncts
- ⇒ Librarians
- ⇒ Counselors
- ⇒ Bus Drivers
- ⇒ Police Officers
- ⇒ Senior Managers
- ⇒ Part-time Pay (staff)

- **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 July 22, 2025, the South Texas College Board of Trustees approved a 3% GPI for FY 2025 – 2026, subject to the availability of funding and Board approval of the final budget. The recommended GPI for FY 2025-2026 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 all staff pay groups: Executive Administrative Professional (EAP), Technology (TECH), Administrative Technical Support (ATS), and Operation Support (OS) 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 2025 - 2026 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.

**Enclosed Documents**

Appendix A – Proposed Employee Compensation Plan for FY 2025 – 2026, included under separate cover.

**Funding**

The Proposed Employee Compensation Plan for FY 2025 – 2026 is subject to the availability of funding and Board approval of the final budget. Additional modifications may be necessary prior to final approval by the Board and based on revised revenue projections, funding availability, and Board approval of the final budget.

**Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services  
Alicia Correa, Director of Human Resources – Benefits and Compensation

**Recommendation** The Committee recommends Board approval of the proposed Employee Compensation Plan for FY 2025 - 2026 as presented.

## **Review and Recommend Action on Proposed Employee Staffing Plan for FY 2025 – 2026**

<b>Purpose</b>	Administration requests the Committee recommend Board approval of the Proposed Employee Staffing Plan for FY 2025 – 2026 for all employee groups, which includes all positions, titles, classifications, salaries, and salary pools under each Division and Organization of the College.
<b>Justification</b>	<p>As stated in the administrative regulations, the employee staffing plan is created as the official document to reflect the college's comprehensive proposed staffing and salaries by position for FY 2025 – 2026, which includes all position titles, classifications, employees, and salaries for the fiscal year under each division.</p> <p>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.</p> <p>The Texas Association of School Boards (TASB) recommendations were incorporated based on an annual maintenance review, and the Employee Staffing Plan was prepared to reflect the College's approved compensation structure for FY 2025 – 2026.</p> <p>At the July 22, 2025 Board Meeting, the Board of Trustees approved the faculty and non-faculty salary increases based on a 3% General Pay Increase (GPI) and other adjustments. The Board of Trustees also approved the Staffing Plan new positions, reclassifications, and other adjustments, which are included within the Employee Staffing Plan prepared and presented for FY 2025 – 2026.</p>
<b>Enclosed Documents</b>	Appendix A - Proposed Employee Staffing Plan for FY 2025 – 2026 is included under separate cover.
<b>Funding</b>	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 2025 – 2026 Budget.
<b>Staff Resource</b>	Mary Del Paz, Vice President for Finance and Administrative Services Myriam Lopez, Associate Vice President for Finance and Management Alicia Correa, Director of Human Resources – Benefits and Compensation

**Recommendation** It is requested that the Committee recommend Board approval on the Proposed Employee Staffing Plan for FY 2025 – 2026 as presented.

### **Review and Recommend Action on Proposed Budget for FY 2025 - 2026**

<b>Purpose</b>	<p>Mary Del Paz, Vice President for Finance and Administrative Services, will discuss the College's FY 2025 – 2026 Budget.</p> <p>As part of the budget planning process, the College is evaluating the revenue and expenditure budget considerations influencing the preparation of the FY 2025 – 2026 budget.</p>
<b>Justification</b>	<p>The College's annual budget cycle includes the budget planning process that consists of projecting revenues and expenditures based on historical trend and assumptions for the upcoming fiscal year. The revenue and expenditure budget development considerations are used as the basis for the upcoming fiscal year assumptions and are a fundamental component of developing a proposed balanced budget. The proposed balanced budget is reviewed by staff, the President's Cabinet, and the Finance, Audit, and Human Resources Committee before it is presented for approval by the Board of Trustees at the annual Budget Hearing.</p>
<b>Enclosed Documents</b>	<p>Appendix A – Non-Public Budget Booklet is included under separate cover</p>
<b>Staff Resource</b>	<p>Mary Del Paz, Vice President for Finance and Administrative Services</p>
<b>Recommendation</b>	<p>The Committee recommends Board approval of the proposed budget for FY 2025 – 2026 as presented.</p>

## **Review and Discussion of South Texas College Proposed 2025 Tax Rate**

**Purpose** Mary Del Paz, Vice President for Finance and Administrative Services, will provide a presentation on the proposed 2025 tax rate for South Texas College to the public and the Board of Trustees.

**Justification** South Texas College complies with sections of Chapter 26 of the Property Tax Code that requires taxing units such as the College 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.

The Property Tax Code 26.04(e) requires the taxing units to publish a Notice of Tax Rate and sets out the requirement 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 Property Tax Code 26.06(c) requires the taxing unit to publish a Notice of Public Hearing in newspaper, website, and on TV, if applicable, 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 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.

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 exceeds 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 proposed Levy 2025 maintenance and operations (M&O) tax rate is \$0.1400, the maximum rate approved by the voters on November 5, 2013.

South Texas College is required to hold a public hearing and publish special notices before adopting the proposed tax rate since this tax



rate does exceed the no-new-revenue tax rate but does not exceed the voter-approval tax rate.

**Enclosed Documents**

Appendix A – Truth-in-Taxation Calculations  
Appendix B – The Notice of 2025 Tax Rates  
Appendix C – Presentation on Proposed 2025 Property Tax Rate

**Funding**

No funding required.

**Staff Resource**

Mary Del Paz, Vice President for Finance and Administrative Services  
Myriam Lopez, Associate Vice President – Finance and Management

**Recommendation**

No action is required from the Committee

**Appendix A**

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			\$0.1510	\$101,379,378
Voter-Approval Tax Rate	\$0.1404	\$0.0173	\$0.1577	\$105,511,107
<b><i>Proposed Tax Rate</i></b>	<b><i>\$0.1400</i></b>	<b><i>\$0.0173</i></b>	<b><i>\$0.1573</i></b>	<b><i>\$105,264,436</i></b>

**Appendix B**

Notice About 2025 Tax Rates

**Appendix C**

Presentation on Proposed 2025 Property Tax Rate

## Notice About 2025 Tax Rates

Property tax rates in South Texas College.

This notice concerns the 2025 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.

<b>This year's no-new-revenue tax rate</b>	\$0.1510/\$100
<b>This year's voter-approval tax rate</b>	\$0.1577/\$100

To see the full calculations, please visit South Texas College 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.

<b>Type of Fund</b>	<b>Balance</b>
Interest and Sinking Money Market Account	8,552,163

### 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)*.

<b>Description of Debt</b>	<b>Principal or Contract Payment to be Paid from Property Taxes</b>	<b>Interest to be Paid from Property Taxes</b>	<b>Other Amounts to be Paid</b>	<b>Total Payment</b>
South Texas College District Limited Tax Bonds, Series 2020	3,145,000	1,113,000	0	4,258,000
South Texas College District Limited Tax Bonds, Series 2021	4,390,000	2,075,223	0	6,465,223
Total required for 2025 debt service				\$10,723,223
- 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 2025				\$10,723,223
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2025				\$0
= Total debt levy				\$10,723,223

This notice contains a summary of actual no-new-revenue and voter-approval calculations as certified by Mary G. Elizondo, Vice President for Finance and Administrative Services on 08/06/2025 .

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.



# Proposed 2025 Property Tax Rates


MARIA G. DEL PAZ, MBA, CPA, CFE, CGMA  
VICE PRESIDENT FOR FINANCE AND  
ADMINISTRATIVE SERVICES

August 12, 2025

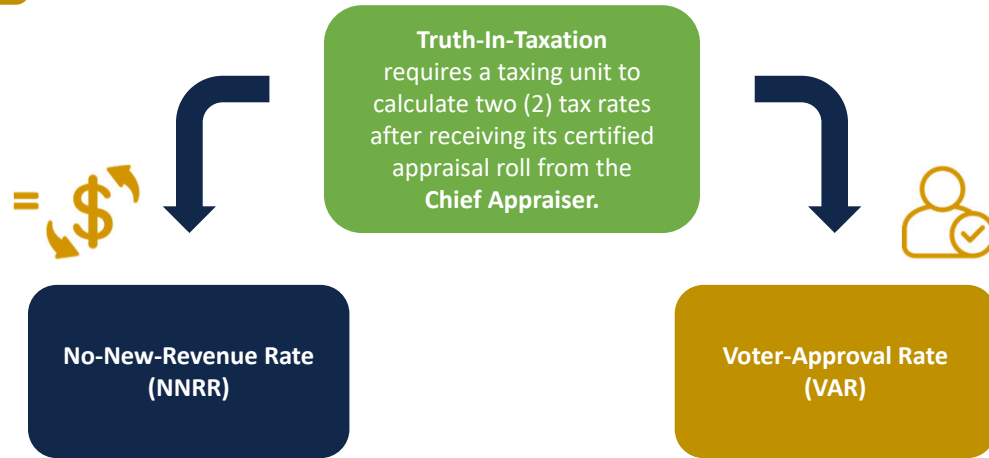


## Proposed Tax Rates

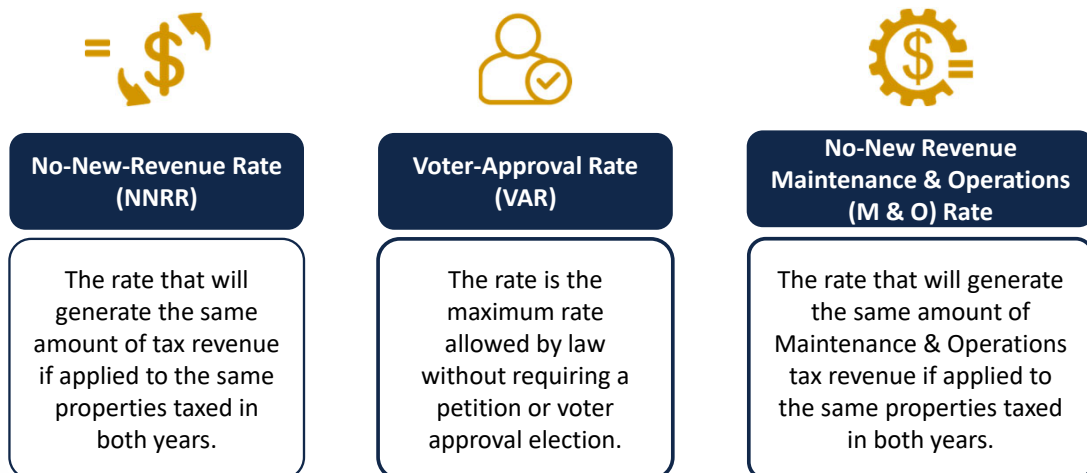
- ▶ Chapter 26 of the Property Tax Code requires taxing units to comply with truth-in-taxation laws in adoption the tax rate.
- ▶ Truth in taxation is designed to inform the public of increases in total tax revenues assessed by taxing units.



## Proposed Tax Rates



## Terminology



## 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: \$0.1573



The College is required to hold a public hearing and publish special notices before adopting the proposed tax rate since the proposed rate (\$0.1573) does exceed the lower of:

- ▶ The no-new-revenue rate of (\$0.1510) but does not exceed
- ▶ The voter-approval rate of (\$0.1577)

## Tax Rates Calculations

	M&O Rate	Debt Rate	Rate	Revenue
No-New-Revenue Rate			\$0.1510	\$101,379,378
Voter-Approval Rate	\$0.1404	\$0.0173	\$0.1577	\$105,511,107
<b>Proposed Tax Rate</b>	<b>\$0.1400</b>	<b>\$0.0173</b>	<b>\$0.1573</b>	<b>\$105,264,436</b>

## Required Steps

**July 25, 2025** – 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 26, 2025** – Meeting of governing body to discuss tax rate

**August 26, 2025** – 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 27, 2025** – Notice About 2025 Tax Rates published on South Texas College website

## Required Steps

**September 10, 2025** – Publish Notice of Public Hearing on Tax Increase

**September 17, 2025** – Schedule and announce meeting to adopt tax rate

**September 23, 2025** – Public Hearing

**September 23, 2025** – Meeting to adopt tax rate

# Thank You!



# Questions?



**SOUTH TEXAS  
COLLEGE**

**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**

<b>Purpose</b>	Administration requests the Committee recommend Board approval for record vote and 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.
<b>Justification</b>	<p>To ensure that the College complies with Section 26.06 item (c) of the Property Tax Code, which states:</p> <p>“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.”</p> <p>The proposed tax rate (\$0.1573) exceeds the no-new-revenue tax rate (\$0.1510) but does not exceed the voter-approval tax rate (\$0.1577), and therefore, the Board must take a record vote and schedule a public hearing.</p>
<b>Enclosed Documents</b>	Appendix A – Truth-in-Taxation Calculations Appendix B – The Notice of Public Hearing Appendix C – Roll Call Vote of Members of Board
<b>Funding</b>	No funding required.
<b>Staff Resource</b>	Mary Del Paz, Vice President for Finance and Administrative Service Myriam Lopez, Associate Vice President – Finance and Management
<b>Recommendation</b>	The Committee recommends Board approval to take a record vote and schedule a public hearing on September 23, 2025, at 5:15 PM before adopting the proposed tax rate of \$0.1573, which exceeds the no-new-revenue rate and/or the voter-approval tax rate.



### **Appendix A**

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			\$0.1510	\$101,379,378
Voter-Approval Tax Rate	\$0.1404	\$0.0173	\$0.1577	\$105,511,107
<b><i>Proposed Tax Rate</i></b>	<b><i>\$0.1400</i></b>	<b><i>\$0.0173</i></b>	<b><i>\$0.1573</i></b>	<b><i>\$105,264,436</i></b>

### **Appendix B**

Notice of Public Hearing on Tax Increase

### **Appendix C**

Roll Call Vote of Members of the Board

# NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of \$0.1573 per \$100 valuation has been proposed by the governing body of South Texas College.

PROPOSED TAX RATE	\$0.1573 per \$100
NO-NEW-REVENUE TAX RATE	\$0.1510 per \$100
VOTER-APPROVAL TAX RATE	\$0.1577 per \$100

The no-new-revenue tax rate is the tax rate for the 2025 tax year that will raise the same amount of property tax revenue for South Texas College from the same properties in both the 2024 tax year and the 2025 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 2025 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 23, 2025 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.

	2024	2025	Change
Total tax rate (per \$100 of value)	\$0.1620	\$0.1573	decrease of -0.0047 per \$100, or -2.90%
Average homestead taxable value	\$180,739	\$203,623	increase of 12.66%
Tax on average homestead	\$292.80	\$320.30	increase of 27.50, or 9.39%
Total tax levy on all properties	\$90,351,948	\$97,003,118	increase of 6,651,170, or 7.36%

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For assistance with tax calculations, please contact the tax assessor for South Texas College at 956-872-3558 or [marye@southtexascollege.edu](mailto:marye@southtexascollege.edu), or visit [www.southtexascollege.edu](http://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 23, 2025 at 5:15 p.m.**

August 26, 2025

Alejo Salinas, Jr.:	Yea_____	Nay_____	Absent_____
Paul R. Rodriguez:	Yea_____	Nay_____	Absent_____
Danny Guzman:	Yea_____	Nay_____	Absent_____
Rose Benavidez:	Yea_____	Nay_____	Absent_____
Victoria Cantú:	Yea_____	Nay_____	Absent_____
Dalinda Gonzalez-Alcantar:	Yea_____	Nay_____	Absent_____
David De Los Rios:	Yea_____	Nay_____	Absent_____

## **Review and Recommend Acceptance of Internal Auditor's Annual Statement of Organizational Independence**

<b>Purpose</b>	To accept the Internal Auditor's Statement of Organizational Independence.
<b>Justification</b>	<p>Each year, the Chief Auditor is required to confirm to the Board the Organizational Independence of the Internal Audit Activity.</p> <ul style="list-style-type: none"><li>• IIA Standard 1110 <i>Organizational Independence</i> – 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.</li><li>• IIA Standard 1100 <i>Independence and Objectivity</i> – The internal audit activity must be independent, and internal auditors must be objective in performing their work.</li><li>• <i>Interpretation</i> 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.”</li></ul>
<b>Enclosed Documents</b>	Appendix A – Internal Auditor's Statement of Organizational Independence

**Staff Resource** Mr. Khalil Abdullah, Chief Internal Auditor

**Recommendation** The Committee recommends Board acceptance of the Internal Auditor's Statement of Organizational Independence as presented.



Office of Internal Audits  
3201 W. Pecan Blvd.  
McAllen, TX 78501  
(956) 872-6709  
[kabdullah@southtexascollege.edu](mailto: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)<sup>1</sup> "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: \_\_\_\_\_

Date: \_\_\_\_\_

7/3/2025

<sup>1</sup> 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.

## **Review and Recommend Action on Internal Audit Charter**

<b>Purpose</b>	To approve the Internal Audit Charter for the period of September 1, 2025 through August 31, 2026.
<b>Justification</b>	<p>A change to the language the audit charter is included. The change to the document is highlighted with strikethrough under the 'Organization' section. The change is necessary to reflect that the Internal Auditor will report functionally to the Board of Trustees only. This reporting structure will more accurately reflect our existing practices and more closely align to the College 'Admin Organizational Chart.'</p> <p>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."</p> <p>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.</p>
<b>Enclosed Documents</b>	Appendix A – Internal Audit Charter Appendix B – Organizational Chart
<b>Staff Resource</b>	Mr. Khalil Abdullah, Chief Internal Auditor
<b>Recommendation</b>	The Committee recommends Board approval of the Internal Audit Charter for the period of September 1, 2025 through August 31, 2026, as presented.



**SOUTH TEXAS COLLEGE  
INTERNAL AUDIT CHARTER  
EFFECTIVE SEPTEMBER 1, 2025**

**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. Significant deviations from the approved internal audit plan will be communicated to 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, audit 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 audit 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 audit 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.

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Khalil M. Abdullah  
Chief Internal Auditor

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Date

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Maria G. Del Paz  
Vice President for Finance and Administrative Services

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Date

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Dr. Ricardo J. Solis  
President

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Date

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Dalinda Gonzalez-Alcantar  
Chair, Finance, Audit, and Human Resources Committee

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Date

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Dr. Alejo Salinas Jr.  
Chair, Board of Trustees

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Date

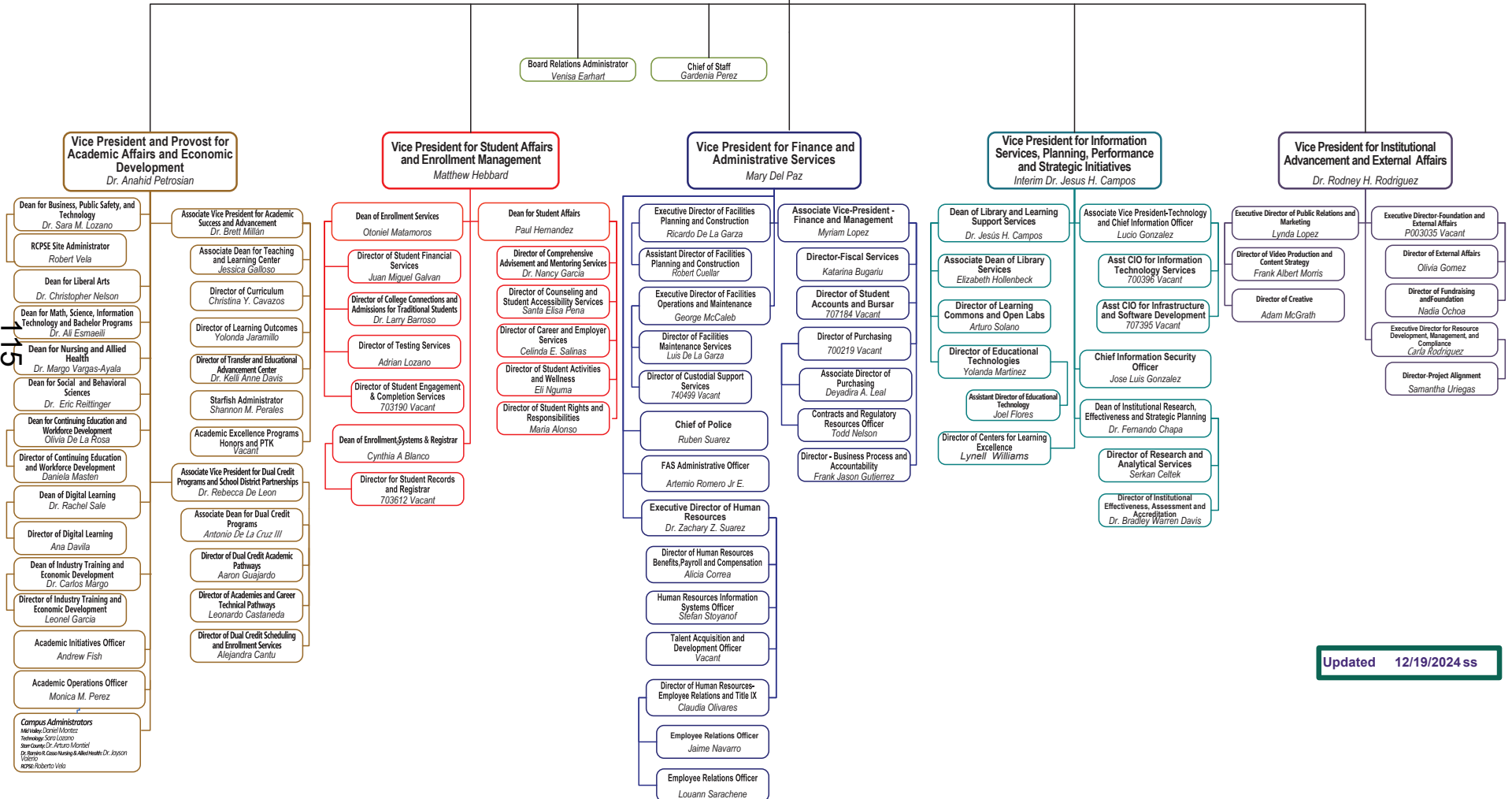


# South Texas College 2024 - 2025 Administrative - Executive Organization Chart

## Board of Trustees

Internal Auditor  
Khalil Abdullah

## College President Dr. Ricardo J. Solis



Updated 12/19/2024 ss

## **Review and Recommend Action on Proposed Projects for Internal Auditor for FY 2025 – 2026**

<b>Purpose</b>	To approve the proposed projects for the Internal Auditor for FY 2025 – 2026.
<b>Justification</b>	<p>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.</p> <p>Staff is recommending projects for the Board’s consideration for the Internal Auditor’s review for Fiscal Year 2025 - 2026. The projects listed below are proposed as the assignments for the Internal Auditor.</p> <ul style="list-style-type: none"><li>• FY 2025 - 2026 (Scheduled)<ol style="list-style-type: none"><li>1. Fraud Survey</li><li>2. Effort Reporting</li><li>3. Scholarships</li><li>4. Administrative Vehicles</li><li>5. Advisory / Consulting Engagements</li><li>6. HR Processes – Hiring &amp; Staffing</li><li>7. Environmental Health &amp; Safety</li><li>8. Account Reconciliations</li><li>9. Fixed Assets</li></ol></li></ul>
<b>Enclosed Documents</b>	Appendix A – List of Internal Audits conducted for FY 2015 through FY 2025
<b>Staff Resource</b>	Mr. Khalil Abdullah, Chief Internal Auditor Dr. Ricardo J. Solis, President Mary Del Paz, Vice President for Finance and Administrative Services
<b>Recommendation</b>	The Committee recommends Board approval of proposed projects for the Internal Auditor for FY 2025 – 2026 as presented.



**South Texas College**  
**Internal Auditing Services for the Period of FY 2015 through FY 2025**

	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	10/07/24
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 2015 through FY 2025**

	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	Requested - Not Performed
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	Requested - Not Performed
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	Requested - Not Performed	08/12/25
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	Requested - Not Performed
47	Environmental Health & Safety										Requested - Not Performed	Requested - Not Performed
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 2015 through FY 2025**

	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	Requested - Not Performed	10/23/24
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										Requested - Not Performed	03/11/25
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				
	<b>Total Number of Audits Completed</b>	<b>1</b>	<b>0</b>	<b>6</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>4</b>	<b>5</b>	<b>3</b>	<b>4</b>

**Other Activities**

Annual Financial Report ICAFR1  
Risk Assessment & Audit Plan  
Internal Audit Annual Report

## **Review and Recommend Acceptance of Internal Audit Report in the Area of Business Continuity and Disaster Recovery**

<b>Purpose</b>	To recommend Board acceptance of the Internal Audit Report in the Area of Business Continuity and Disaster Recovery after discussion of the procedures, finding, and recommendation conducted by Mr. Khalil Abdullah, Chief Internal Auditor.
<b>Justification</b>	<p>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 <i>Standards</i> 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.</p> <p>The Business Continuity and Disaster Recovery audit was included in the FY 2025 Audit Plan and included a review of the Business Impact Analysis, Texas Cybersecurity Framework, and Disaster Recovery Summary Report.</p>
<b>Enclosed Documents</b>	Appendix A – Internal Audit Report
<b>Funding</b>	No funds are required.
<b>Staff Resource</b>	Dr. Ricardo J. Solis, President Mary Del Paz, Vice President for Finance and Administrative Services Khalil Abdullah, Chief Internal Auditor
<b>Recommendation</b>	The Committee recommends Board acceptance of the Internal Audit Report in the Area of Business Continuity and Disaster Recovery as presented.



OFFICE OF INTERNAL AUDITS

SOUTH TEXAS COLLEGE

3201 W. Pecan Blvd. • McAllen, Texas 78501 • Office (956) 872-6709

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June 30, 2025

Dr. Ricardo J. Solis, President  
South Texas College  
3201 W. Pecan Blvd.  
McAllen, TX 78501

Dr. Solis,

As part of our fiscal year 2025 Audit Plan, the Office of Internal Audits completed the Business Continuity and Disaster Recovery Audit.

The objective of the audit was to assess the College's ability to execute backup plans and operate critical priority operations during an unplanned event and recover after such an event.

We appreciated the assistance provided by South Texas College's management and other personnel. We hope the information and analyses presented in our report are helpful.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Khalil M. Abdullah".

Khalil M. Abdullah CPA, CIA, CGAP, MAcc  
Chief Internal Auditor

cc: Dr. Jesus H. Campus, Interim Vice President of Information Services, Planning, Performance, & Strategic Initiatives & Dean of Library Support Services  
Ms. Mary Del Paz, Vice President of Finance and Administrative Services  
Mr. Lucio Gonzalez, Asst. CIO of Infrastructure and Software Development  
Finance, Audit, and Human Resources Committee, South Texas College Board of Trustees

# **BUSINESS CONTINUITY AND DISASTER RECOVERY AUDIT REPORT**



**SOUTH TEXAS  
COLLEGE**

**OFFICE OF INTERNAL AUDITS**

**June 30, 2025**



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## EXECUTIVE SUMMARY

The Business Continuity and Disaster Recovery Audit was included in the South Texas College Board of Trustee's approved fiscal year 2025 Audit Plan. The audit included a review of the most recently completed Business Impact Analysis (BIA), Texas Cybersecurity Framework (TCF), Disaster Recover Summary Report, and IT Risk Assessment.

The objective of the audit was to assess the College's ability to execute backup plans and operate critical priority operations during an unplanned event and recover afterwards. Additionally, we sought to evaluate the College's Business Continuity Plan (BCP) including its alignment with the IT Disaster Recovery Plan (DRP), and assess the College's ability to continue essential operation's during a system disruption.

The scope of the audit included activity from September 1, 2024 through March 31, 2025. The audit included a review of the BIA, business process priorities, continuity planning for those priorities, and the Disaster Recovery procedures. The audit was not designed nor intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, any 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 College established an adequate system of internal controls over IT Business Continuity / Disaster Recovery and the following controls were observed:

- An IT Risk Assessment and Business Impact Analysis were completed;
- Emergency response procedures were established, including backup operations, and post-incident occurrence recovery strategies;
- Alternate data backup locations are maintained for emergency response to backup critical data.

Additionally, the following opportunity to improve internal controls were identified:

- The Business Impact Analysis (BIA) was last completed in 2014. The College will likely need to complete another BIA after the implementation of the new ERP system;
- Test of the Disaster Recovery Plan are conducted once per year, however increased risks may necessitate more frequent DRP tests conducted within a given year.

## **BACKGROUND**

Information systems are vulnerable to a variety of disruptions. The impact of these risks is reduced or eliminated through proper management, operational, or technical controls. The purpose of a Business Continuity and Disaster Recovery (BC/DR) program is to enable the College to continue offering critical services in the event of a disruption and to survive a disastrous interruption (e.g., power outages, drive failure, destruction of equipment, major weather events, etc.). Extensive planning and commitment of resources is necessary to adequately plan for such an event.

## **AUDIT OBJECTIVE**

The objective of the audit was to assess the College's ability to execute backup plans and operate critical priority operations during an unplanned event and recover afterwards.

## **AUDIT SCOPE & METHODOLOGY**

The scope of the audit included activity from September 1, 2024 through March 31, 2025. To accomplish the audit objective, the following was reviewed:

- The disaster recovery plan requirements and procedures;
- The 2014 Business Impact Analysis;
- Backup/scenarios and workaround plans;
- Backup and recovery systems, locations and personnel;
- Alternate / Backup sites;
- Tyler Junior College Memorandum of Understanding;
- National Institute of Standards and Technology – Special Publication 800-34 Contingency Planning Guide;
- National Institute of Standards and Technology – Guide for Conducting Risk Assessments;





## AUDIT RESULTS

### **Business Continuity Management Program:**

A Business Continuity Management (BCM) program is the process by which the College prepares for future incidents that could jeopardize its core mission. It is a matter of risk management designed to create business continuity capabilities to match likely risks based on value. Key components of a BCM program include completing a risk assessment; a business impact analysis; developing a disaster recovery plan and completing periodic test of that plan.

**Risk Assessment & Business Impact Analysis** – Potential risks due to threats such as fire, flood, hurricanes, etc. must be identified, and the probability and potential impact to the College must be determined. The IT Risk Assessment was provided for our review. IT identified multiple risks and documented risk mitigation strategies.

The Business Impact Analysis (BIA) is used to identify business processes that are critical to keeping the College's operations functioning during a disaster and to determine how soon these important processes should be recovered following an unplanned event. The most current BIA was outsourced to Dell Services who completed the BIA Executive Management Report in 2014. The report was provided for our review. The BIA provided several initiatives for consideration, such as establishing a Disaster Recovery Plan, and setting up co-location recovery sites. An updated BIA will likely be necessary given recent changes at the college.

### **Recommendation:**

1. Management should consider completing another Business Impact Analysis after the implementation of the ERP system.

### **Management Response:**

Accept audit recommendation as presented

1. Once Workday Student is fully functional, we will look at a vendor that can perform a BIA.

### **Responsible Individual:**

Chief Information Officer

### **Implementation Date:**

3/22/2029

**Disaster Recovery Plans (DRPs)** – DRP is the strategy to address the actual steps, people, and resources required to recover business processes after an emergency or unplanned event. DRP helps to minimize downtime and help the College recover quickly from unplanned events such as cyberattacks, natural disasters, or other system failures. These plans outline strategies for backing up and restoring data as well as maintaining business continuity for essential operations during and after a crisis. We obtained and reviewed the College’s DRP. The College’s IT enacts DRP to bring departments back to business-as-usual through minimizing downtime, preventing loss of tech resources/data and to allow a return to normal operations as quickly as possible after an unplanned event. A big part to ensure this capability is the establishment of alternate or back up sites. Alternate sites host replicated data and in the case of a natural disaster help ensure that critical systems and data remain accessible. The College maintains two (2) alternate sites as part of its strategy to protect data and respond to various types of disasters. One is located in Rio Grande City, and the other at Tyler Junior College in Tyler Texas. Each of the sites have different capabilities, with the overall object being to safeguard operations during an unexpected disruption. Maintaining alternate data sites in different geographic locations provides redundancy and adds a layer of protection against damage suffered from a severe weather event or local power grid failure.

**Testing the DRP** – Education and awareness of DRP is critical to its execution. Simulations and drills that test the effectiveness of the plan should be conducted to identify potential weaknesses. DRPs should be tested at least once a year to ensure their effectiveness. However, additional DRP tests should be conducted to account for changes when there are major changes to infrastructure, software, business processes, or personnel. The College is in the process of changing its ERP system from Banner to WorkDay. Additionally, there has been a change of Vice President and a new CIO. Regular testing helps identify gaps, improve team readiness, and ensure quick recovery during actual incidents. Disaster Recovery Tabletop exercises were conducted during 2024. Typically, the College is able to complete at least one test of the DRP per year. However, given recent changes to software and to personnel, additional tests of the DRP should be completed. Routine testing of DRP ensures personnel are familiar with procedures, and confirms the reliability of backup systems.

**Recommendation:**

2. Management should consider aligning the frequency of DRP testing with its risk assessment profile and environment. Additional tests should be conducted during the year based on factors such as employee turnover or the installation of new software.



**Management Response:**

Accept audit recommendation as presented

2. Information Technology will update the procedure on how often DRP testing is done aligning the procedure with these recommendations.

**Responsible Individual:**

Chief Information Officer

**Implementation Date:**

6/2/2025

**CONCLUSION**

Overall, it was determined that IT established adequate controls to restore the College's normal IT operations after an unplanned event. Consideration should be taken into account related to the completion of a new Business Impact Analysis and aligning the frequency of DRP testing with the College's IT risk assessment.

A handwritten signature in blue ink, appearing to read "Khalil M. Abdullah".

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Khalil M. Abdullah CPA, CIA, CGAP, MAcc  
Chief Internal Auditor

6/30/2025

## **Review and Recommend Action to Adopt the Numbered Update 49 Local Policies**

<b>Purpose</b>	To adopt the local policies listed in Appendix A to align with the Texas Association of School Boards (TASB) policy manual.
<b>Justification</b>	TASB issues numbered updates semiannually to the College. The number updates respond to changes to state and federal law, court cases, and decisions by the attorney general, and may also contain suggested changes to an existing local policy or the development of a new local policy made by TASB.
<b>Enclosed Documents</b>	Appendix A – List of Policies Appendix B - Policies
<b>Staff Resource</b>	Mary Del Paz, Vice President for Finance and Administrative Services Matthew S. Hebbard, Vice President for Student Affairs and Enrollment Management Cynthia A. Blanco, Dean of Enrollment Systems and Registrar George McCaleb, Executive Director for Facilities Operations and Maintenance Todd Nelson, Contracts and Regulatory Resources Officer-Title IX & 504 Coordinator Venisa, Earhart, Board Relations Administrator
<b>Recommendation</b>	The Committee recommends Board approval to adopt the numbered update local policies listed in Appendix A as presented, and which supersedes any previously adopted Board policy.

### **Appendix A**

<b>Item</b>	<b>Policy</b>	<b>Last Adopted Date</b>	<b>Update</b>	<b>Explanatory Notes</b>
A.	BCA (Local) – Board Internal Organization: Board Officers and Officials	9/27/2022	49	New recommended local policy language provides additional information about the selection of board officers and the duties and responsibilities of the officers. Additional revisions are to align the policy with applicable law.

Item	Policy	Last Adopted Date	Update	Explanatory Notes
B.	BCB (Local) – Board Internal Organization: Board Committees	9/27/2022	49	New recommended local policy language addresses the formation and authority of board committees, which are committees composed exclusively of members of the board and make non-binding recommendations in an area of specified responsibility.
C.	BCE (Local) – Board Internal Organization: Advisory Committees	New Policy	49	This new recommended local policy addresses the formation and authority of advisory committees, which are mainly composed of college district staff, students, or community members and make non-binding recommendations to the board within an area of specified responsibility.
D.	CG (Local) – Safety Program	3/28/2023	49	Recommended revisions include the addition of guidelines and procedures for responding to disasters, fire safety and prevention programs, and safe instructional procedures and regulations to the list of areas of responsibility for an administrator developing a Comprehensive Safety Program. References have been added to policies that provide more information related to emergency response procedures and the community college's information security program.
E.	DIAB (Local) – Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics	6/24/2025	49	Language related to Retaliation has been updated and reorganized to clarify the scope and applicability of the prohibition on retaliation. The Examples have been revised to reference intimidation and coercion. Language related to False Claims has been reorganized and updated to provide clarity regarding the distinction between prohibited retaliation and discipline for false claims and the applicability of the prohibition on false claims to students.
F.	ECC (Local) – Instructional Arrangements: Course Load and Schedules	10/29/2024	49	Recommended revisions reflect amendments to Coordinating Board rules for applying Exceptions to the limit of courses a student may drop and to allow Appeals. Additional changes have been made for clarity.

Item	Policy	Last Adopted Date	Update	Explanatory Notes
G.	FFDB (Local) – Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics	6/24/2025	49	Language related to Retaliation has been updated and reorganized to clarify the scope and applicability of the prohibition on retaliation. The Examples have been revised to reference intimidation and coercion. Language related to Failure to Report and False Claims has been updated and reorganized for clarity, including the addition of references to an employee's responsibility to comply with reporting requirements and the prohibition on intentional false claims and statements.
H.	FLBC (Local) – Student Conduct: Prohibited Organizations and Hazing	New Policy	49	New recommended local policy language addresses campus hazing in response to the federal Stop Campus Hazing Act. Provisions have been added related to Hazing Prohibited, Reporting Procedures, Investigation of the Report, and Access to Policy, Procedures, and Related Materials.

### **Appendix B**

Policies follow in the packet.

BOARD INTERNAL ORGANIZATION  
BOARD OFFICERS AND OFFICIALS

BCA  
(LOCAL)

**Board Officers**

The Board shall elect ~~the following officers~~ a Chair and a Vice Chair, who shall ~~have the following duties:~~

- ~~1. A Chairman~~ be members of the Board, ~~who shall be a member of the Board, and who shall:~~
  - ~~a. Preside at the meetings of the Board; and~~
  - ~~b. Perform such other duties and functions as may, from time to time, be assigned by the Board;~~
- ~~2. A Vice Chairman, who shall be a member of the Board, and who shall:~~
  - ~~a. Preside at meetings of the Board during the absence of the Chairman; and~~
  - ~~b. Perform such other duties and functions as may, from time to time, be assigned by the Board;~~
- ~~3. A~~ A Secretary, who may, ~~but does~~ or may not ~~have to~~, be a member of the Board ~~and who shall:~~
  - ~~a. Be the official custodian of the minutes, books, records, and seal of the~~ The Board; and
  - ~~b. Perform such other duties and functions as may, from time to time, be assigned by the Board; and~~
- ~~4. Any~~ elect other officers, as deemed necessary or advisable, ~~who~~ Officers shall ~~have~~ be elected by majority vote of the ~~duties and responsibilities assigned by~~ members of the Board.

Officers of the Board shall be elected at the first regular meeting of the Board after the May election in even-numbered years or at any other time when necessary to fill a vacancy. Each officer, after election, maintains all rights and responsibilities of all Trustees, if a member of the Board, including the right to vote.

**Eligibility for Office**

Board officers shall serve until a successor is elected. No officer shall succeed themselves. An officer shall be entitled to hold another office after completing a term or terms in one office. An officer shall also be entitled to be elected to an office that the officer has held previously but which the officer did not hold in the immediately preceding term. Each officer shall perform any legal duties of the office and other duties as required by action of the Board.

**Election of Officers**

Vacancy

~~Officers of the Board shall be elected at the first regular meeting of the Board after the May election in even-numbered years or at any other time when necessary to fill a vacancy.~~

BOARD INTERNAL ORGANIZATION  
BOARD OFFICERS AND OFFICIALS

BCA  
(LOCAL)

A vacancy among officers of the Board shall be filled by majority action of the Board.

Duties

Board Chair

In addition to the duties required ~~post-election organization,~~ by law, policy, and Board action, the Board Chair shall:

1. Preside at all Board meetings unless unable to attend.
2. Have the right to discuss, make motions, propose resolutions, and vote on all matters coming before the Board.

References in law and policy to the Board President are referring to the Board Chair.

Board Vice Chair

The Board Vice Chair shall:

1. Act in the capacity and perform the duties of the Board Chair in the event of the absence or incapacity of the Chair.
2. Become Board Chair only upon being elected to the position.
3. Perform such other duties and functions as may ~~also organize at any~~ from time to time, be assigned by the Board.

Board Secretary

The Board Secretary shall:

1. Ensure that an accurate record is kept of the proceedings of each Board meeting.
2. Ensure that notices of Board meetings are posted and sent as required by law.
3. In the absence of the Board Chair and Vice Chair, call the meeting to order and act as presiding officer.
4. Sign or countersign documents as directed by action of the Board.
5. Be the official custodian of the minutes, books, records, and seal of the Board.
6. Perform such ~~other times~~ duties and functions as may, from time to time, be assigned by the Board.

Other Officers

The Board may elect any other officers, as deemed necessary or advisable, who shall have the duties and responsibilities assigned by the Board.



BOARD INTERNAL ORGANIZATION  
BOARD COMMITTEES

BCB  
(LOCAL)

Board Committees

For purposes of this policy, a Board committee is a committee composed only of current Board members.

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

~~Board Committees~~

~~Authority~~ Formation  
of a Board  
Committees

~~Committees may~~ Committees shall be ~~created by the Chairman of the Board action.~~ When establishing a Board to advise committee, the Board ~~and facilitate~~ action shall, at a minimum, specify the:

- Number of Board members on the committee;
- Process to appoint Board members to the ~~efficient operation-~~ committee;
- Term of committee membership; and
- Responsibilities of the ~~Board-~~ committee.

~~The~~ A Board committee shall be fact-finding, deliberative, and advisory, and shall make recommendations in the areas of its responsibility. Board committees shall report their findings and recommendations to the Board and shall not assume administrative duties or responsibilities.

Transacting  
Business

Unless specified by the Board, the Board is not bound by the action of a Board committee or any of its individual members. Board committee recommendations must be reported to the Board at a regular or special meeting. The Board shall not accept a Board committee's recommendation without due consideration of the matter.

Dissolution

A Board committee shall be dissolved upon Board action.

Education and  
Workforce  
Development

The Education and Workforce Development committee supports the Board in its obligation to provide oversight for the academic, workforce training, and economic development programs of the College District. The committee's specific roles shall include reviewing and recommending action as necessary to the Board regarding:

1. New academic and workforce programs for submittal to the Coordinating Board;
2. Development of technical training programs to offer competitive, quality training to help promote the region's value to the global economy;

BOARD INTERNAL ORGANIZATION  
BOARD COMMITTEES

BCB  
(LOCAL)

3. Development of policies in the areas of academic affairs, student services, admissions requirements, academic advising, counseling, and instruction support services;
4. Curricular and teaching innovation and the use of technology for program development and other educational initiatives;
5. Quality and effectiveness of all instructional programs and monitoring their continued improvement;
6. Inter-institutional cooperation with four-year institutions, public school districts, and workforce partners; and
7. Development of economic development opportunities to expand the College District's capacity and impact on regional economic prosperity.

Finance, Audit, and  
Human Resources

The Finance, Audit, and Human Resources committee supports the Board in its fiduciary responsibilities and in overseeing the investment and expenditure of public and grant funds to support the mission of the College District. The committee's specific roles shall include reviewing and recommending action as necessary to the Board regarding:

1. Budgetary and fiscal matters of the College District within the applicable state laws and rules and regulations of the Coordinating Board;
2. Annual budget, staffing plan, and salary pay plan documents, including all substantive changes to those documents from preceding fiscal years;
3. Establishment of tuition and fee requirements;
4. Award of contracts, grants, and bids for the College District;
5. Activities relating to foundations, grants, and endowments in perpetuity;
6. Financial condition and stability of the College District;
7. Development of personnel policies and procedures as necessary regarding employee compensation and benefits, adherence to equal employment opportunity regulations and, grievance and due process regulation;
8. Selection of the independent external auditor of the annual financial statements of the College District and the external auditor process and reports; and
9. System of internal controls and the internal audit process and reports.

BOARD INTERNAL ORGANIZATION  
BOARD COMMITTEES

BCB  
(LOCAL)

Facilities	<p>The Facilities committee supports the Board in its oversight of facilities expansion and maintenance and advises the Board on matters related to design, construction, and occupancy of the College District's facilities. The committee's specific roles shall include reviewing and recommending action as necessary to the Board regarding:</p> <ol style="list-style-type: none"><li>1. Current and long-term facilities' needs of the College District at all campuses and developing plans to meet projected needs;</li><li>2. Development of the facilities master plan for the College District;</li><li>3. Capital improvement projects for the College District;</li><li>4. Development and adherence to facilities design guidelines and standards for projects College District-wide;</li><li>5. Selection of design professionals, engineering, and construction services firms;</li><li>6. Priorities for the renovation of existing space or addition of new space;</li><li>7. Acquisition of real property;</li><li>8. Naming of College District buildings and other facilities; and</li><li>9. Project status against contractual arrangements.</li></ol>
Additional Committees	<p>Additional committees may be created by the Chairman of the Board as necessary or desirable. All committees shall consist of a maximum of three Board members.</p>
Quorum	<p>A quorum is not necessary to conduct committee business.</p>

BOARD INTERNAL ORGANIZATION  
ADVISORY COMMITTEES

BCE  
(LOCAL)

**Advisory  
Committees**

For purposes of this policy, an advisory committee is a committee composed primarily of College District staff, students, or community members. An advisory committee may also include Board members in numbers less than a quorum of the Board.

Formation of an advisory committee shall be by Board action. When establishing an advisory committee, the Board action shall, at a minimum, specify the:

- Number of members on the committee;
- Process to appoint members to the committee;
- Term of committee membership; and
- Responsibilities of the committee.

An advisory committee shall be fact-finding, deliberative, and advisory and shall not assume administrative duties or responsibilities. Advisory committees shall report their findings and recommendations to the Board.

**Transacting  
Business**

An advisory committee may transact business only within the specific authority granted by the Board. To be binding, all such committee recommendations must be reported to the Board at a regular or special meeting for approval and entry into the minutes as a public record.

**Dissolution**

An advisory committee shall be dissolved upon completion of the assigned task or Board action.

**Comprehensive  
Safety Program**

The College District shall take every reasonable precaution regarding the safety of its employees, students, visitors, and all others with whom it conducts business. A designated administrator shall be responsible for developing, implementing, and promoting a comprehensive safety program.

The general areas of responsibility include, but are not limited to, the following:

1. Guidelines and procedures for responding to emergencies-  
**and disasters. [See CGC and CGE]**
- 2. Fire safety and prevention programs.**
- ~~2.3.~~ Program activities intended to reduce the frequency of accident and injury, including:
  - a. Inspecting work areas and equipment.
  - b. Training frontline and supervisory staff.
  - c. Establishing safe work **and instructional** procedures and regulations.
  - d. Reporting, investigating, and reviewing accidents.
  - e. Promoting responsibility for College District property on the part of students, employees, and the community.
- ~~3.4.~~ Program activities intended to reduce the ultimate cost of accidents and injuries through investigation and documentation.
- ~~4.5.~~ Program activities that identify and develop prudent methods of financing loss costs on an annual basis, including the purchase of commercial insurance, self-insured retentions, and risk pooling.
- ~~5.6.~~ Driver education programs, when available.
- ~~6.7.~~ Vehicle safety programs.

**Information  
Management**

The College President or designee shall be responsible for the collection, storage, and analysis of relevant operational and historical data required to develop sound procedures for implementation and operation of the comprehensive safety program.

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**Note:** For provisions addressing the College District's information security program, see CS.

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**Note:** This policy addresses complaints of discrimination, harassment, and retaliation based on race, color, national origin, religion, age, or disability targeting employees. For legally referenced material relating to this subject matter, see DAA(LEGAL). For discrimination, harassment, and retaliation of students based on race, color, national origin, religion, age, or disability, see FFDB.

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**Statement of  
Nondiscrimination**

The College District prohibits discrimination, including harassment, against any employee on the basis of race, color, national origin, religion, age, disability, or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.

**Discrimination**

Discrimination against an employee is defined as conduct directed at an employee on the basis of race, color, national origin, religion, age, disability, or any other basis prohibited by law, that adversely affects the employee's employment.

**Harassment**

Prohibited harassment of an employee is defined as physical, verbal, or nonverbal conduct based on an employee's race, color, religion, national origin, age, disability, or any other basis prohibited by law, when the conduct is so severe, persistent, or pervasive that the conduct:

1. Has the purpose or effect of unreasonably interfering with the employee's work performance;
2. Creates an intimidating, threatening, hostile, or offensive work environment; or
3. Otherwise adversely affects the employee's performance, environment, or employment opportunities.

**Examples**

Examples of prohibited harassment may include offensive or derogatory language directed at another person's religious beliefs or practices, accent, skin color, or need for workplace accommodation; threatening or intimidating conduct; offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; display of graffiti or printed material promoting racial, ethnic, or other stereotypes; or other types of aggressive conduct such as theft or damage to property.

**Retaliation**

~~The College District prohibits retaliation against an employee who makes a claim alleging to have experienced discrimination or harassment, or another employee who, in good faith, makes a report, serves as a witness, or otherwise participates in an investigation.~~

~~An employee who intentionally makes a false claim, offers false statements, or refuses to cooperate with a College District investigation regarding harassment or discrimination is subject to appropriate discipline.~~

~~Examples~~

~~Examples of retaliation may include termination, refusal to hire, demotion, and denial of promotion. Retaliation may also include threats, unjustified negative evaluations, unjustified negative references, or increased surveillance.~~

**Prohibited Conduct**

In this policy, the term “prohibited conduct” includes discrimination, harassment, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.

**Reporting Procedures**

An employee who believes that he or she has experienced prohibited conduct or believes that another employee has experienced prohibited conduct should immediately report the alleged acts. The employee may report the alleged acts to his or her immediate supervisor.

Alternatively, the employee may report the alleged acts to one of the College District officials below.

For the purposes of this policy, College District officials are the ADA/Section 504 coordinator and the College President.

**Definition of College District Officials**

ADA / Section 504  
Coordinator

The College District designates the following person to coordinate its efforts to comply with Title II of the Americans with Disabilities Act of 1990, as amended, which incorporates and expands upon the requirements of Section 504 of the Rehabilitation Act of 1973, as amended:

Name: **Todd C. Nelson**

Position: **Contracts & Regulatory Resources Officer / Title IX & 504 Coordinator**

Address: **3201 W. Pecan Blvd., McAllen, TX 78501**

Telephone: **(956) 872-4664**

Other Anti-discrimination Laws

The College President or designee shall serve as coordinator for purposes of College District compliance with all other antidiscrimination laws.

**Alternative Reporting Procedures**

An employee shall not be required to report prohibited conduct to the person alleged to have committed it. Reports concerning prohibited conduct, including reports against the ADA/Section 504 coordinator, may be directed to the College President or designee.

	<p>A report against the College President may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.</p>
<b>Timely Reporting</b>	<p>Reports of prohibited conduct shall be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to promptly report may impair the College District's ability to investigate and address the prohibited conduct.</p>
<b>Notice of Report</b>	<p>Any College District supervisor who receives a report of prohibited conduct shall immediately notify the appropriate College District official listed above and take any other steps required by this policy.</p>
<b>Investigation of the Report</b>	<p>The College District may request, but shall not insist upon, a written report. If a report is made orally, the College District official shall reduce the report to written form.</p> <p>Upon receipt or notice of a report, the College District official shall determine whether the allegations, if proven, would constitute prohibited conduct as defined by this policy. If so, the College District official shall immediately authorize or undertake an investigation, regardless of whether a criminal or regulatory investigation regarding the same or similar allegations is pending.</p> <p>If the College District official determines that the allegations, if proven, would not constitute prohibited conduct as defined by this policy but may constitute a violation of other College District rules or regulations, the College District official shall refer the complaint for consideration under the appropriate policy.</p> <p>If appropriate, the College District shall promptly take interim action calculated to prevent prohibited conduct during the course of an investigation.</p> <p>The investigation may be conducted by the College District official or a designee or by a third party designated by the College District, such as an attorney. When appropriate, the supervisor shall be involved in or informed of the investigation.</p> <p>The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations.</p>
<b>Concluding the Investigation</b>	<p>Absent extenuating circumstances, the investigation should be completed within <del>ten</del><sup>10</sup> College District business days from the date of the report; however, the investigator shall take additional time if necessary to complete a thorough investigation.</p>



The investigator shall prepare a written report of the investigation. The report shall be filed with the College District official overseeing the investigation.

**College District  
Action**

If the results of an investigation indicate that prohibited conduct occurred, the College District shall promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the conduct.

The College District may take action based on the results of an investigation, even if the conduct did not rise to the level of prohibited or unlawful conduct.

**Confidentiality**

To the greatest extent possible, the College District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.

**Retaliation**

**The College District prohibits retaliation against an employee alleged to have experienced prohibited conduct or an employee or a student who, in good faith, makes a report, serves as a witness, or otherwise participates in an investigation or proceeding under this policy. Any action taken by the College District to discipline a person who perpetrated or assisted in the perpetration of the prohibited conduct is not considered retaliation under this policy.**

**A person who is alleged to have experienced retaliation may pursue a claim under this policy or policy FFDB, as appropriate.**

**Examples**

**Examples of retaliation may include, without limitation, termination, refusal to hire, demotion, and denial of promotion. Retaliation may also include threats, intimidation, coercion, unjustified negative evaluations, unjustified negative references, or increased surveillance.**

**False Claims**

**An employee or student who intentionally makes a false claim or offers a false statement regarding prohibited conduct shall be subject to appropriate disciplinary action in accordance with law.**

**Appeal**

A party who is dissatisfied with the outcome of the investigation may appeal through the applicable grievance policy beginning at the appropriate level. [See DGBA(LOCAL) for employees, FLD(LOCAL) for students, and GB(LOCAL) for community members]

The party may have a right to file a complaint with appropriate state or federal agencies.

**Records Retention**

Retention of records shall be in accordance with the College District's records retention procedures. [See CIA]

**Access to Policy,  
Procedures, and  
Related Materials**

Information regarding this policy and any accompanying procedures, as well as relevant educational and resource materials concerning the topics discussed in this policy, shall be distributed annually to College District employees and students in compliance with law and in a manner calculated to provide easy access and wide distribution, such as through electronic distribution and inclusion in the employee and student handbooks and other major College District publications. Information regarding the policy, procedures, and related materials shall also be prominently published on the College District's website, taking into account applicable legal requirements. Copies of the policy and procedures shall be readily available at the College District's administrative offices and shall be distributed to an employee who makes a report.

INSTRUCTIONAL ARRANGEMENTS  
COURSE LOAD AND SCHEDULES

ECC  
(LOCAL)

**Course Load**

The normal course load for the fall or spring semester shall be five courses equal to 16 or 17 credit hours. Course loads in excess of 18 credit hours shall require approval by the dean overseeing the dean's declared program. The maximum course load shall be no more than 18 credit hours.

The normal course load for the summer session shall be the sum of 12 credit hours. Course loads in excess of 12 credit hours shall require approval by the dean overseeing the dean's declared program. The maximum summer credit hours earned shall be 12 credit hours for one term or 12 credit hours for a full summer semester.

**Limitation on Number of Dropped Courses**

A College District student shall not be permitted to drop more than six courses taken while enrolled **as an undergraduate** at the College District or another public institution of higher education. ~~For A~~ **"dropped course" is a course in which a student enrolled for credit, but did not complete, under the limit-to-apply following conditions:**

1. The student ~~must be~~ **was** permitted to drop the course without receiving a grade or being penalized academically;
2. The student's transcript ~~must indicate~~ **indicates** or will indicate the student was enrolled in the course **past the census date**; and
3. The student ~~must did~~ not ~~have dropped~~ **drop or is not dropping** the course to withdraw from the ~~College District~~ **institution**.

**Exceptions**  
*Good Cause*

A student shall be permitted to exceed the limit on the number of dropped courses **if good cause exists** for ~~any of the~~ **student to drop the course. The** following reasons **constitute good cause**:

1. A severe illness or other debilitating condition that affects the student's ability to satisfactorily complete a course;
2. ~~The~~ **Responsibility for the** care of a sick, injured, or needy person ~~if providing that care, the provision of which~~ affects the student's ability to satisfactorily complete a course;
3. The death of a member of the student's family as defined by law;
4. The death of a person who has **such** a sufficiently close relationship to the student, as defined by law, **that the person's death is considered to be a showing of good cause, as determined on a case-by-case basis**;
5. The student's active-~~duty~~ **military** ~~duty~~ service;

INSTRUCTIONAL ARRANGEMENTS  
COURSE LOAD AND SCHEDULES

ECC  
(LOCAL)

6. The active-duty military service of a member of the student's family or a person who has such a sufficiently close relationship to the student that the person's active-duty military service is considered to be a showing of good cause;
7. A change in the student's work schedule that is beyond the student's control and affects the student's ability to satisfactorily complete the course; or
8. A disaster declared by the governor that prevents or limits in-person course attendance for a period determined by the College District, in accordance with law, to significantly affect the student's ability to participate in coursework.

*Reenrolled  
Students*

A qualifying reenrolled student may drop a seventh course in accordance with law.

*Course Dropped  
During a  
Bachelor's  
Program*

A course dropped by a student while pursuing a bachelor's degree that the student ultimately earned may not be counted toward the limit on the number of dropped courses.

*Dual Credit or  
Dual Enrollment  
Course*

A dual credit or dual enrollment course dropped by a student before graduating from high school may not be counted toward the limit on the number of dropped courses.

*COVID-19  
Pandemic*

A course dropped by a student during the 2020 spring or summer semester or the 2020-21 academic year because of a bar or limit on in-person course attendance due to the COVID-19 pandemic may not be counted toward the limit on the number of dropped courses.

*Procedures*

The College President or designee shall develop procedures to implement this policy and shall publish the procedures in the College District catalog.

*Appeals*

A student may appeal decisions under this policy through FLD(LOCAL) beginning at the appropriate level.

*Exception*

If the decision relates to a request for an exemption based on a severe illness or debilitating condition that the student contends constitutes a disability in need of accommodation, the student may appeal the decision in accordance with the College District's procedures addressing disability accommodations for students.

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**Note:** This policy addresses complaints of discrimination, harassment, and retaliation based on race, color, national origin, religion, age, or disability targeting students. For legally referenced material relating to this subject matter, see FA(LEGAL). For discrimination, harassment, and retaliation targeting employees based on race, color, national origin, religion, age, or disability, see DIAB.

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**Statement of Nondiscrimination**

The College District prohibits discrimination, including harassment, against any student on the basis of race, color, national origin, disability, religion, age, or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy and is prohibited.

**Discrimination**

Discrimination against a student is defined as conduct directed at a student on the basis of race, color, national origin, disability, religion, age, or on any other basis prohibited by law, that adversely affects the student.

**Prohibited Harassment**

Prohibited harassment of a student is defined as physical, verbal, or nonverbal conduct based on the student's race, color, religion, national origin, disability, age, or any other basis prohibited by law that is so severe, persistent, or pervasive that the conduct limits or denies a student's ability to participate in or benefit from the College District's educational program.

**Examples**

Examples of prohibited harassment may include offensive or derogatory language directed at another person's religious beliefs or practices, accent, skin color, or need for accommodation; threatening, intimidating, or humiliating conduct; offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; display of graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

**Retaliation**

~~The College District prohibits retaliation by a student or College District employee against a student alleged to have experienced discrimination or harassment or another student who, in good faith, makes a report of harassment or discrimination, serves as a witness, or otherwise participates in an investigation.~~

**Examples**

~~Examples of retaliation may include threats, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.~~

**False Claims**

~~A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a College District investigation~~

~~regarding discrimination or harassment shall be subject to appropriate disciplinary action.~~

<b>Prohibited Conduct</b>	In this policy, the term “prohibited conduct” includes discrimination, harassment, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.
<b>Reporting Procedures</b>	Any student who believes that he or she has experienced prohibited conduct or believes that another student has experienced prohibited conduct should immediately report the alleged acts to a responsible employee.
Student Report	
Employee Report	Any College District employee who suspects and any responsible employee who receives notice that a student or group of students has or may have experienced prohibited conduct shall immediately notify the appropriate College District official listed in this policy and shall take any other steps required by this policy.
<i>Exceptions</i>	<p>A person who holds a professional license requiring confidentiality, such as a counselor, or who is supervised by such a person shall not be required to disclose a report of prohibited conduct without the student’s consent.</p> <p>A person who is a nonprofessional counselor or advocate designated in administrative procedures as a confidential source shall not be required to disclose information regarding an incident of prohibited conduct that constitutes personally identifiable information about a student or other information that would indicate the student’s identity without the student’s consent, unless the person is disclosing information as required for inclusion in the College District’s annual security report under the Clery Act. [See GCC]</p>
Responsible Employee	<p>For purposes of this policy, a “responsible employee” is an employee:</p> <ol style="list-style-type: none"><li>1. Who has the authority to remedy prohibited conduct.</li><li>2. Who has been given the duty of reporting incidents of prohibited conduct.</li><li>3. Whom a student reasonably believes has the authority to remedy prohibited conduct or has been given the duty of reporting incidents of prohibited conduct.</li></ol> <p>The College District designates the following persons as responsible employees: any instructor, any administrator, or any College District official defined below.</p>
<b>Definition of College District Officials</b>	For the purposes of this policy, College District officials are the ADA/Section 504 coordinator and the College President.

ADA / Section 504 Coordinator	<p>Reports of discrimination based on disability may be directed to the ADA/Section 504 coordinator. The College District designates the following person to coordinate its efforts to comply with Title II of the Americans with Disabilities Act of 1990, as amended, which incorporates and expands the requirements of Section 504 of the Rehabilitation Act of 1973, as amended:</p> <p>Name: <b>Todd C. Nelson</b></p> <p>Position: <b>Contracts &amp; Regulatory Resources Officer / Title IX &amp; 504 Coordinator</b></p> <p>Address: <b>3201 W. Pecan Blvd., McAllen, TX 78501</b></p> <p>Telephone: <b>(956) 872-4664</b></p>
Other Anti-discrimination Laws	<p>The College President or designee shall serve as coordinator for purposes of College District compliance with all other antidiscrimination laws.</p>
<b>Alternative Reporting Procedures</b>	<p>A student shall not be required to report prohibited conduct to the person alleged to have committed the conduct. Reports concerning prohibited conduct, including reports against the ADA/Section 504 coordinator, may be directed to the College President.</p> <p>A report against the College President may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.</p>
<b>Timely Reporting</b>	<p>Reports of prohibited conduct shall be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to immediately report may impair the College District's ability to investigate and address the prohibited conduct.</p>
<b>Investigation of the Report</b>	<p>The College District may request, but shall not require, a written report. If a report is made orally, the College District official shall reduce the report to written form.</p>
Initial Assessment	<p>Upon receipt or notice of a report, the College District official shall determine whether the allegations, if proven, would constitute prohibited conduct as defined by this policy. If so, the College District official shall immediately authorize or undertake an investigation, except as provided below at Criminal Investigation.</p> <p>If the College District official determines that the allegations, if proven, would not constitute prohibited conduct as defined by this policy but may constitute a violation of other College District rules or regulations, the College District official shall refer the complaint for consideration under the appropriate policy.</p>



Interim Action	If appropriate and regardless of whether a criminal or regulatory investigation regarding the alleged conduct is pending, the College District shall promptly take interim action calculated to address prohibited conduct prior to the completion of the College District's investigation.
College District Investigation	<p>The investigation may be conducted by the College District official or a designee or by a third party designated by the College District, such as an attorney. The investigator shall have received appropriate training regarding the issues related to the complaint and the relevant College District's policy and procedures.</p> <p>The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations.</p>
Criminal Investigation	If a law enforcement or regulatory agency notifies the College District that a criminal or regulatory investigation has been initiated, the College District shall confer with the agency to determine if the College District's investigation would impede the criminal or regulatory investigation. The College District shall proceed with its investigation only to the extent that it does not impede the ongoing criminal or regulatory investigation. After the law enforcement or regulatory agency has completed gathering its evidence, the College District shall promptly resume its investigation.
Concluding the Investigation	<p>Absent extenuating circumstances, such as a request by a law enforcement or regulatory agency for the College District to delay its investigation, the investigation should be completed within <del>ten</del>10 College District business days from the date of the report; however, the investigator shall take additional time if necessary to complete a thorough investigation.</p> <p>The investigator shall prepare a written report of the investigation. The report shall be filed with the College District official overseeing the investigation.</p>
Notification of the Outcome	The College District shall provide written notice of the outcome, within the extent permitted by the Family Educational Rights and Privacy Act (FERPA) or other law, to the victim and the person against whom the complaint is filed.
College District Action	If the results of an investigation indicate that prohibited conduct occurred, the College District shall promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the conduct, in accordance with College District policy and procedures [see FM and FMA].
Prohibited Conduct	



<i>Corrective Action</i>	Examples of corrective action may include a training program for those involved in the complaint, a comprehensive education program for the College District community, counseling for the victim and the student who engaged in prohibited conduct, follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred, involving students in efforts to identify problems and improve the College District climate, increasing staff monitoring of areas where prohibited conduct has occurred, and reaffirming the College District's policy against discrimination and harassment.
Improper Conduct	If the investigation reveals improper conduct that did not rise to the level of prohibited conduct, the College District may take disciplinary action in accordance with College District policy and procedures or other corrective action reasonably calculated to address the conduct.
<b>Confidentiality</b>	To the greatest extent possible, the College District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.
<b><u>Retaliation</u></b>	<p><b>The College District prohibits retaliation by a student or College District employee against a student alleged to have experienced prohibited conduct or a student or an employee who, in good faith, makes a report, serves as a witness, or otherwise participates in an investigation or proceeding under this policy. Any action taken by the College District to discipline a person who perpetrated or assisted in the perpetration of the prohibited conduct is not considered retaliation under this policy.</b></p> <p><b>A person who is alleged to have experienced retaliation may pursue a claim under this policy or policy DIAB, as appropriate.</b></p>
<b><u>Examples</u></b>	<p><b>Examples of retaliation include, without limitation, threats, intimidation, coercion, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, and/or unwarranted grade reductions. Prohibited Unlawful retaliation does not include petty slights or minor annoyances.</b></p>
<b>Failure to Report and False Claims</b>	<b>An employee who fails to make a required report or a student or employee who intentionally makes a false claim or offers a false statement regarding prohibited conduct shall be subject to appropriate disciplinary action in accordance with law.</b>

**Appeal**

A party who is dissatisfied with the outcome of the investigation may appeal through the applicable grievance policy beginning at the appropriate level. [See DGBA(LOCAL) for employees, FLD(LOCAL) for students, and GB(LOCAL) for community members] A party shall be informed of his or her right to file a complaint with the U.S. Department of Education Office for Civil Rights.

**Records Retention**

Retention of records shall be in accordance with the College District's records retention procedures. [See CIA]

**Access to Policy, Procedures, and Related Materials**

Information regarding this policy and any accompanying procedures, as well as relevant educational and resource materials concerning the topics discussed in this policy, shall be distributed annually to College District employees and students in compliance with law and in a manner calculated to provide easy access and wide distribution, such as through electronic distribution and inclusion in the employee and student handbooks and other major College District publications. Information regarding the policy, procedures, and related materials shall also be prominently published on the College District's website, taking into account applicable legal requirements. Copies of the policy and procedures shall be readily available at the College District's administrative offices and shall be distributed to a student who makes a report.

STUDENT CONDUCT  
PROHIBITED ORGANIZATIONS AND HAZING

FLBC  
(LOCAL)

<b>Hazing Prohibited</b>	Hazing by students or student organizations, as defined by law, is prohibited even if the person being hazed consents to the hazing.
<b>Reporting Procedures</b>	Any student who believes that he or she has experienced hazing or believes that another student or group of students has experienced hazing should immediately report the alleged acts to the dean of student affairs, the College President, or another employee.
Student Report	
Employee Report	Any College District employee who suspects or receives notice that a student or group of students has or may have experienced hazing shall notify the dean of student affairs in accordance with FMA.
<i>Exceptions</i>	<p>A report that includes allegations that may constitute discrimination or harassment on the basis of sex shall be submitted in accordance with FFDA.</p> <p>A report that includes allegations that may constitute discrimination or harassment on the basis of race, color, national origin, disability, religion, age, or any other basis prohibited by law shall be submitted in accordance with FFDB.</p>
<b>Investigation of the Report</b>	Allegations of hazing shall be investigated under FMA.
Exception	Hazing allegations that may constitute discrimination or harassment on the basis of sex, race, color, national origin, disability, religion, age, or any other basis prohibited by law shall be investigated under FFDA or FFDB, as appropriate.
<b>Access to Policy, Procedures, and Related Materials</b>	Information regarding this policy and any accompanying procedures, as well as relevant educational and resource materials concerning the topics discussed in this policy, shall be distributed to College District employees and students after hire or admission and then annually in a manner calculated to provide easy access and wide distribution, such as through electronic distribution, publication on the College District's website, and inclusion in the employee and student handbooks and other major College District publications.

### **Review and Recommend Action to Adopt Local District Update Policies**

<b>Purpose</b>	To adopt the local policies listed in Appendix A to align with College operations.
<b>Justification</b>	<p>The local policies reflect the updates to the College's internal operations. Below is a justification for each local policy.</p> <p>At the time of publication of the Finance, Audit, and Human Resources Committee packet, <b>Policies FB (local) and GD (local)</b> are pending review by legal counsel and Texas Association of School Boards (TASB). Administration will provide this information at the Committee meeting.</p>
<b>Enclosed Documents</b>	Appendix A – List of Policies Appendix B – Policies
<b>Staff Resource</b>	Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Brett Millan, Associate Vice President - Academic Success and Advancement Andrew Fish, Academic Initiatives Officer Matthew Hebbard, Vice President for Student Affairs and Enrollment Management Cynthia Blanco, Dean of Enrollment Systems and Registrar Mary Del Paz, Vice President for Finance and Administrative Services Myriam Lopez, Associate Vice President - Finance and Management Deyadira Leal, Director of Purchasing George McCaleb, Executive Director - Facilities Operations and Maintenance
<b>Recommendation</b>	The Committee recommends Board approval to adopt the local district update policies listed in Appendix A, as presented, and which supersedes any previously adopted Board policy.

### **Appendix A**

Policy	Last Adopted Date	Justification
Policy BGC (LOCAL) – Administrative Organization: Councils and Faculty Senate	New Policy	A part of the 89 <sup>th</sup> Texas Legislature, Texas Senate Bill 37 (SB 37) is a recently passed and enacted legislation requiring that Faculty Senates at institutions of higher education be formally established by the governing board through an adopted policy that outlines how members are selected. Institutions without such a policy in place by September 1, 2025, will see their Faculty Senates dissolved under state law. This policy meets SB 37 requirements and provides a framework for related administrative procedures, allowing the Faculty Senate to continue its work without interruption. At this time, the TASB has not issued a local model policy for SB 37 compliance.
Policy DBF (LOCAL) – Employment Requirements and Restrictions: Outside Employment	01/31/2023	The proposed revisions would allow such firms to be procured with safeguards from Human Resources to prevent conflicts of interest. The College's purchasing procedures currently prohibit doing business with any vendor that employs a College employee – a holdover from pre-TASB policy. This limits the College's ability to hire practicing professionals as adjuncts in fields like architecture, where their firms are then barred from College contracts.
Policy FB (LOCAL) – Admissions	01/30/2024	A part of the 89 <sup>th</sup> Texas Legislature and pursuant to Senate Bill 365 and Texas Education Code, 51.931(c-2), each public institution of higher education is required to adopt, post on the institution's Internet website, and submit to the Texas Higher Education Coordinating Board a policy regarding the admissions made by the institution under this section, including the period for which an applicant's course credits or grades will be considered by the institution under the policy.
Policy GD – (LOCAL) Community Expression and Use of College Facilities	06/25/2024	Amended the “Fees for Use” section of the policy to include partnering school districts as an exception.

### **Appendix B**

Policies follow in the packet.

ADMINISTRATIVE ORGANIZATION: COUNCILS AND FACULTY SENATE

BGC  
(LOCAL)

**Purpose**

The Board of Trustees recognizes the value of faculty input in institutional governance and academic affairs. A Faculty Senate, serving in an advisory capacity, provides a structured mechanism for faculty participation in matters related to curriculum, academic standards, and faculty welfare. The Faculty Senate shall serve as a formal advisory body to the College administration, consistent with state law, including Texas Education Code § 51.3522 and subsequent amendments under SB 37 (2025).

**Authority & Oversight**

Only the Board of Trustees may authorize the establishment or continuation of a Faculty Senate.

**Administrative Procedures**

The College President or designee shall establish and maintain administrative procedures governing the Faculty Senate, including but not limited to:

- Structure and size of the Senate,
- Membership eligibility and selection,
  - Representation & Selection: The Faculty Senate shall consist only of faculty members. Each division shall be represented by at least two faculty members, with total membership not exceeding sixty. For every division, one senator shall be appointed annually by the President from among the elected senators, and the remaining senators shall be elected by the faculty of that division.
- Terms of service and officer appointments,
- Rules governing meetings, transparency, and quorum,
- Advisory scope and limitations,
- Conditions for service and removal,
- Compliance with applicable state laws, including live-streaming, public notice, and recordkeeping requirements.

These procedures shall ensure the Faculty Senate operates within the limits of its advisory role, balancing shared governance, and that its role remains consistent with the College's mission and applicable statutes.

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS  
OUTSIDE EMPLOYMENT

DBF  
(LOCAL)

An employee of the College District shall not engage in employment with another employer or as self-employment when such employment interferes with the employee's performance of his or her job duties and obligations with the College District or creates a conflict between the employee's personal interests and the interests of the College District.

**Employee as Vendor  
Transactions  
Prohibited**

Except as expressly provided in this policy, a College District employee shall not sell or provide goods, materials, equipment, or services to the College District in any capacity as a vendor, and the College District shall not knowingly enter into a contract for the purchases of goods and services with a business entity in which a College employee is a partner, sole proprietor, officer, agent, employee, or director.

**Architect / Engineer  
Adjunct Exception**

To meet instructional needs in the Architecture Area of Study, the College may employ individuals with a master's degree in architecture as an adjunct (part-time) instructor in the individual's personal capacity, even when the individual is affiliated with a firm that does business with the College, provided that all of the following conditions are satisfied:

1. **Individual appointment only.** The instructional contract is between the College and the individual professional, not the professional's firm.
2. **Credentialing and Expertise.** The adjunct holds a master's degree in architecture.
3. **Conflict-of-interest disclosure.** Before employment, the individual completes the College's conflict-of-interest disclosure.
4. **Procurement firewall.** The individual shall not participate in, advise on, or influence any College District procurement in which the individual's firm has a financial interest.
5. **Transparency reporting.** Human Resources shall track and annually report to the Board any payments under this exception, identifying the adjunct's vendor affiliation.
6. **Non-precedential effect.** This exception is limited to courses that require architectural expertise and does not waive any other restriction on outside employment.

An employee shall expeditiously notify, in writing, his or her immediate supervisor of any employment that he or she has with another employer or as self-employment. At a minimum, the employee shall disclose to his or her supervisor the name, address, and telephone number of the other employer or of the self-employment activity, the working days and hours, and the job duties and

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS  
OUTSIDE EMPLOYMENT

DBF  
(LOCAL)

responsibilities in the other employment. The supervisor may request such additional information from the employee that will reasonably assist the supervisor in determining whether the employee's other employment interferes with the employee's job duties and responsibilities at the College District or creates a conflict between the employee's personal interests and the interests of the College District.

A violation of this policy may result in disciplinary action and/or termination of employment.



The College District has an open admissions policy that ensures that all persons who can benefit from postsecondary education have an opportunity to enroll. The College District shall not discriminate on the basis of race, color, sex, national origin, religion, disability, age, or military status in admissions.

Admission to the College District does not guarantee admittance to a particular course or program of study. A student may be required to satisfy certain requirements before enrolling in particular courses of study.

As prescribed by Texas Education Code Section 51.931, if an applicant elects to seek admission under this section, a public institution of higher education, in considering the applicant for admission, shall disregard academic course credits or grades earned by the applicant more recently than 10 years before the starting date of the semester in which the applicant seeks to enroll, except the institution is prohibited from disregarding any credits or grades earned during the five-year period preceding that date.

An applicant who makes the election to apply under this section and is admitted as a student may not receive any course credit for courses taken five years or more prior to enrollment.

Nothing in this section prohibits a public institution of higher education from applying standard admissions criteria generally applicable to persons seeking admission to the institution.

The College President shall develop procedures for student admissions, including any additional course admission requirements. The procedures shall be published in the College District catalog and other relevant College District publications.

COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES

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**Note:** For expression and use of College District facilities and distribution of literature by students and registered student organizations, see FLA. For expression and use of College District facilities by employees and employee organizations, see DGC. For use of the College District's internal mail system, see CHE.

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As defined by the Texas Government Code 448.001, "Antisemitism," means a certain perception of Jews that may be expressed as hatred toward Jews. The term includes rhetorical and physical acts of antisemitism directed toward Jewish or non-Jewish individuals or their property or toward Jewish community institutions and religious facilities. Examples of antisemitism are included with the International Holocaust Remembrance Alliance's "Working Definition of Antisemitism" adopted on May 26, 2016.

**Use of College  
District Facilities**

The grounds and facilities of the College District shall be made available to members of the College District community and community organizations, including College District support organizations, when such use is for educational, recreational, civic, or social activities and the use does not conflict with use by, or any of the policies and procedures of, the College District.

**Requests**

To request permission to meet in College District facilities, interested community members or organizations shall file a written request with the campus administrator in accordance with administrative procedures.

The community members or organization making the request shall indicate that they have read and understand the policies and rules governing use of College District facilities and that they will abide by those rules.

**Approval**

Requests for community use of College District facilities shall be considered on a first-come, first-served basis.

The campus administrator shall approve or reject the request in accordance with provisions of and deadlines set out in this policy and administrative procedures, without regard to the religious, political, philosophical, ideological, academic viewpoint, or other content of the speech likely to be associated with the community members' or organization's use of the facility.

Approval shall not be granted when the official has reasonable grounds to believe that:

COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES

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1. The College District facility requested is unavailable, inadequate, or inappropriate to accommodate the proposed use at the time requested;
2. The applicant is subject to a sanction [see Violations of Policy, below] prohibiting the use of the facility;
3. The proposed use would constitute an immediate and actual danger to the peace or security of the College District that available law enforcement officials could not control with reasonable efforts;
4. The applicant owes a monetary debt to the College District and the debt is considered delinquent;
5. The proposed activity would disrupt or disturb the regular academic program;
6. The proposed use would result in damage to or defacement of property or the applicant has previously damaged College District property; or
7. The proposed use would constitute expression that is considered prohibited harassment or antisemitism.

*Common  
Outdoor Area  
Exception*

Common outdoor areas are traditional public forums and are not subject to the approval procedures. Community members and organizations may engage in expressive activities in common outdoor areas, unless:

1. The person's conduct is unlawful, including, but not limited to, expression that is considered prohibited harassment or antisemitism;
2. The use would constitute an immediate and actual danger to the peace or security of the College District that available law enforcement officials could not control with reasonable efforts;
3. The use would materially or substantially disrupt or disturb the regular academic program; or
4. The use would result in damage to or defacement of property.

*For-Profit Use*

The College District shall not permit individuals or for-profit organizations to use its facilities for financial gain; however, the College District shall permit private academic instruction, as well as public performances or presentations so long as no admission fee is charged, when these activities do not conflict with College District use or with this policy.

*Nonprofit Use*

COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES

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	The College District shall permit nonprofit organizations to conduct fundraising events on College District property when these activities do not conflict with College District use or with this policy.
<i>Campaign-Related Use</i>	Except to the extent a College District facility is used as an official polling place, College District facilities shall not be available for use by individuals or groups for political advertising, campaign communications, or electioneering, as those terms are used in state law.
<i>No Approval Required</i>	No approval shall be required for nonschool-related recreational use of the College District's unlocked, outdoor recreational facilities, such as the track, tennis courts, and the like, when the facilities are not in use by the College District or for another scheduled purpose.
<i>Written Notice if Request Rejected</i>	The campus administrator shall provide the applicant a written statement of the grounds for rejection if a request is denied.
Emergency Use	In case of emergencies or disasters, the College President may authorize the use of College District facilities by civil defense, health, or emergency service authorities.
Repeated Use	The College District shall permit repeated use by any community member or organization in accordance with administrative procedures.
<i>Exception</i>	Any limitations on repeated use by a community member or organization shall not apply to any group or organization when the primary participants in the activities are College District students, faculty, or staff.
Scheduling	Academic and extracurricular activities sponsored by the College District shall always have priority when any use is scheduled. The campus administrator shall have authority to cancel a scheduled use by a community member or organization if an unexpected conflict arises with a College District activity.
Use Agreement	Any community member or organization approved for a nonschool use of College District facilities shall be required to complete a written agreement indicating receipt and understanding of this policy and any applicable administrative regulations, and acknowledging that the College District is not liable for any personal injury or damages to personal property related to the nonschool use.
Fees for Use	<p>A community member or organization authorized to use College District facilities shall be charged a fee for the use of designated facilities.</p> <p>The Board shall establish and publish a schedule of fees based on the cost of the physical operation of the facilities, as well as any</p>

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	applicable personnel costs for supervision, custodial services, food services, security, and technology services.
<i>Exception</i>	Fees shall not be charged when College District buildings are used for public meetings sponsored by state <a href="#">agencies</a> , <del>or</del> local governmental agencies <a href="#">and partnering school districts</a> .
Required Conduct	<p>Community members and organizations using College District facilities shall:</p> <ol style="list-style-type: none"><li>1. Conduct business in an orderly manner;</li><li>2. Provide identification when requested to do so by a College District representative;</li><li>3. Abide by all laws, policies, and procedures, including, but not limited to, those prohibiting the use, sale, or possession of alcoholic beverages, illegal drugs, and firearms, and the use of tobacco products or e-cigarettes on College District property; [See CHF and GDA]</li><li>4. Make no alteration, temporary or permanent, to College District property without prior written consent from the College President; and</li><li>5. Be responsible for the cost of repairing any damages incurred during use and shall be required to indemnify the College District for the cost of any such repairs.</li></ol>
<b>Distribution of Literature</b>	<p>Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by the College District shall not be sold, circulated, distributed, or posted on any College District premises by any community member or organization, including a College District support organization except in accordance with this policy.</p> <p>The College District shall not be responsible for, nor shall the College District endorse, the contents of any materials distributed by a community member or organization.</p>
Limitations on Content	<p>Materials shall not be distributed by a community member or organization on College District property if:</p> <ol style="list-style-type: none"><li>1. The materials are obscene;</li><li>2. The materials contain defamatory statements about public figures or others;</li><li>3. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action;</li></ol>

COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES

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	<ol style="list-style-type: none"><li>4. The materials are considered prohibited harassment or anti-semitism [see DIA series and FFD series];</li><li>5. The materials constitute unauthorized solicitation [see Use of College District Facilities, above]; or</li><li>6. The materials infringe upon intellectual property rights of the College District [see CT].</li></ol>
Time, Place, and Manner Restrictions	<p>Distribution of materials shall be conducted in a manner that:</p> <ol style="list-style-type: none"><li>1. Is not disruptive [see FLB];</li><li>2. Does not impede reasonable access to College District facilities;</li><li>3. Does not result in damage to College District property;</li><li>4. Does not coerce, badger, or intimidate a person;</li><li>5. Does not interfere with the rights of others; and</li><li>6. Does not violate local, state, or federal laws or College District policies and procedures.</li></ol> <p>The distributor shall clean the area around which the literature was distributed of any materials that were discarded or leftover.</p> <p>The campus administrator shall designate times, locations, and means by which materials that are appropriate for distribution, as provided in this policy, may be made available or distributed by community members or organizations to others in College District facilities and in areas that are not considered common outdoor areas.</p>
<i>Posting of Signs</i>	<p>For the purposes of this policy, “sign” shall be defined as a billboard, decal, notice, placard, poster, banner, or any kind of hand-held sign; and “posting” shall be defined as any means used for displaying a sign.</p> <p>No signs may be posted on College District property by a community member or organization unless the posting qualifies as a permitted campaign-related use or is in a common outdoor area subject to administrative procedures.</p>
Exception	<p>A College District support organization may post a sign in College District facilities with prior approval of the campus administrator in accordance with the procedures developed for that purpose.</p>
Identification	<p>A community member or organization distributing materials on campus shall provide identification when requested to do so by a College District representative.</p>

COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES

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<b>Violations of Policy</b>	Failure to comply with this policy and associated procedures shall result in appropriate administrative action, including but not limited to, withdrawal of consent to remain on campus, the suspension of the individual's or organization's use of College District facilities and the confiscation of nonconforming materials.
Interference with Expression	Faculty members, students, or student organizations that interfere with the expressive activities permitted by this policy shall be subject to disciplinary action in accordance with the College District's discipline policies and procedures. [See DH, FM, and FMA]
<b>Appeals</b>	Decisions made by the administration in accordance with this policy may be appealed in accordance with GB(LOCAL), DGBA(LOCAL), and FLD(LOCAL) as applicable.
<b>Publication</b>	This policy and associated procedures must be posted on the College District's website and distributed in the employee and student handbooks and other appropriate publications.

## Supporting Documentation

Award of Proposals/ Purchases/ Purchase Renewals/ Renewals/  
and Interlocal Agreements  
Supporting Documentation

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Items	Attached Documents
<b>Award of Proposals</b>	
1) Books and Educational Materials (Grant Funded)	1) Summary – Terms
2) Maintenance and Repair Parts, Materials, and Supplies	2) Summary – Terms
<b>Purchases</b>	
3) Additional Online Tutoring Services	3) Summary – Price
4) Audio Visual Equipment and Supplies	4) Summary – Price
5) Call Center Network Software and Voice Over IP Systems	5) Summary – Price
6) Chiller Maintenance Agreement and Repair Services	6) Summary – Price
7) Communication Services for Radios and Equipment	7) Summary – Price
8) Computer Components, Peripherals, Software, and Supplies	8) Summary – Price
9) In-Store Materials and Supplies	9) Summary – Price
10) Network Equipment, Licenses, and Accessories	10) Summary – Price
11) Software and Educational Supplies (Grant Funded)	11) Summary – Price
<b>Purchase Renewals</b>	
12) Applications Maintenance Agreement	12) Summary – Price
13) Database Licenses Maintenance Agreement	13) Summary – Price
14) Data Hosting and Maintenance Agreement	14) Summary – Price
15) Digital Signature Software Subscription Agreement	15) Summary – Price
16) Email Backup Online License Subscription	16) Summary – Price
17) Email Security Software License	17) Summary – Price
18) Internet Service (District-Wide) Agreement	18) Summary – Price
19) Network Hardware and Software Maintenance Agreement	19) Summary – Price
20) Server Hardware and Software Maintenance Support Agreement	20) Summary – Price
21) Student Engagement Messaging Platform	21) Summary – Price
22) Software and Hardware License and Maintenance Agreement	22) Summary – Price
23) Subscription Licenses Maintenance Agreement	23) Summary – Price
24) Systems Appliance Maintenance Agreement	24) Summary – Price
25) Video Content Management System	25) Summary – Price



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### **(continued)**

<b>Items</b>	<b>Attached Documents</b>
<b>Renewals</b>	
26) Geotechnical Engineering and Materials Testing Services <ul style="list-style-type: none"> <li>a. B2Z Engineering, LLC</li> <li>b. Intertek PSI</li> <li>c. L&amp;G Consulting Engineers, Inc.</li> <li>d. Millennium Engineers Group, Inc.</li> <li>e. Raba Kistner, Inc.</li> <li>f. Terracon Consultants, Inc.</li> </ul>	26) N/A
27) Office Supplies <ul style="list-style-type: none"> <li>a. Gateway Printing &amp; Office Supply, Inc.</li> <li>b. Copy Plus</li> <li>c. Quill, LLC</li> <li>d. Ray's Business Products</li> </ul>	27) N/A
28) Welding Gases, Metals, and Supplies <ul style="list-style-type: none"> <li>a. Airgas USA, LLC</li> <li>b. CV Industrial Hardware, LLC</li> <li>c. Linde Gas and Equipment, Inc.</li> <li>d. Matheson Tri-Gas</li> <li>e. Triple-S Steel Supply, LLC/ dba Alamo Iron Works</li> </ul>	28) N/A
<b>Interlocal Agreements</b>	
29) Facility Rental Agreement	29) Summary – Price
30) Professional Development Services	30) Summary – Price
31) Professional Development Services	31) Summary – Price

**SOUTH TEXAS COLLEGE**  
**1. BOOKS AND EDUCATIONAL MATERIALS - GRANT FUNDED**  
**PROJECT NO. 25-26-1006**

VENDOR		Assessment Technologies Institute, LLC	Barnes & Noble Booksellers, Inc.	BibliU Campus, Inc.	Complete Book & Media Supply, LLC	Gateway Printing & Office Supply, Inc.	Hertzberg-New Method, Inc./ dba Perma-Bound Books	Hurst Review Services, Inc.	Kaplan Early Learning Company	Lakeshore Learning Materials, LLC
ADDRESS		11161 Overbrook Rd	33 E 17th St	8501 Technology Cir.	1200 Toro Grande Dr Ste 200	315 S Clossner	617 E Vandalia Rd	127 S Railroad Ave	1310 Lewisville-Clemmons Rd	2695 E Dominguez St
CITY/STATE/ZIP		Leawood, KS 66211	New York, NY 10003	Greenville, TX 75402	Cedar Park, TX 78613	Edinburg, TX 78539	Jacksonville, IL 62650	Brookhaven, MS 39601	Lewisville, NC 27023	Carson, CA 90895
PHONE		800-667-7531	212-414-6004	800-527-1016	800-986-1775	956-383-3861	800-637-6581	601-833-1961	800-334-2014	800-421-5354
FAX		913-661-6245			512-616-0410	956-316-0253	800-551-1169	601-833-1142	336-712-2243	310-537-7990
CONTACT		Mike Lynch	Tracy Vidakovich	Carli Tegtmeyer	Alyssa Yunker	Chris Diaz	Rebekah Straka	Tammie S Brewer	Elizabeth Patterson	Rafael Muro
#	Description	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed
Discount: Year 1 - Year 3										
1	Books - % Discount		0 - 35%	Student Employees: 10%	0 - 50%	Prices listed in our catalog and on our website are pre-discounted up to 40% off of publisher's list prices. 0%	NCLEX Review that includes student workbook and online resources; may also include live or virtual instruction based on package selected for students. \$309 22.5% discount	Early Childhood Education Edition Kaplan Elementary Edition www.kaplanco.com 12%*	2025 Lakeshore Early Childhood Catalog 2025 Lakeshore Elementary Catalog Lakeshore Online Catalog on website 5%	
2	Other Educational Materials - % Discount	4.3 - 13%	0 - 35%	Full Price Item Discounts: Faculty: 10% Departmental: 20% Student Employees: 20%	0 - 50%	27% off List Price	0%	Hurst NEXT - NGN Case Studies, tests Elevate (companion course) - Post Review clinical judgement reinforcement. NEXT - \$179 10% discount Elevate - \$59 40% discount	Early Childhood Education Edition Kaplan Elementary Edition www.kaplanco.com 12%*	2025 Lakeshore Early Childhood Catalog 2025 Lakeshore Elementary Catalog Lakeshore Online Catalog on website 5%
Or Mark-Up: Year 1 - Year 3										
3	Books - % Mark-Up			New/Used/Rental Print Textbooks: 33 - 55% Digital Textbooks/Inclusive Access: 25 - 43%			N/A			Not applicable
4	Other Educational Materials - % Mark-Up			Supplies: 50 - 67% Technology: 15 - 18%			N/A			Not applicable
Additional Information: Year 1 - Year 3										
5	Shipping Charges		Free shipping for any order over \$500.00.	BibliU can utilize a multitude of shipping partners but suggests the following as most advantageous and cost effective: USPS - \$7.95 first item + \$1 per each additional item (5-12 business days) UPS Ground - \$9.75 first item + \$1 per each additional item (3-5 business days) UPS 2nd Day Air - \$21 first item + \$1 per each additional item (2 business days) UPS Next Day Air - \$48 first item + \$1 per each additional item (1 business days)	Shipping is free on orders over \$50. Shipping will be added on orders less than \$50. Rush shipping can also be added on a case by case basis.	None	Free shipping on all orders of \$50.00 or more. Orders less than \$50.00 will incur a \$5 handling fee.	Shipping will be paid for by Hurst Review.	Free freight applied to orders of \$300 or more per shipping location. Orders under \$300 will be charged 15% of order value or \$6.75, whichever is greater, for freight cost. Free freight excludes playground items, Next Day Air, 2nd Day Air, and K-Truck delivery services.	Free shipping on orders over \$500.00 shipping to one location within the contiguous United States. For orders under \$500.00, please estimate freight charges at 15% of the subtotal with a minimum freight charge of \$6.99.
6									*****Discount applied to orders of \$300 or more on current list pricing in effect at time of order. Some exclusions apply- see enclosed "Exclusions From Our Offer" statement.	

The Director of Purchasing has reviewed all the responses and evaluations completed.

**SOUTH TEXAS COLLEGE**  
**2. MAINTENANCE AND REPAIR PARTS, MATERIALS, AND SUPPLIES**  
**PROJECT NO. 25-26-1010**

<b>VENDOR</b>	Baker Distributing Company, LLC	Burton Companies	Bush Supply Company	Central Plumbing & Electric Supply	Continental Battery Company	Dealers Electrical Supply, Co.	Fairway Supply, Inc.	Guthries Safe & Lock	Interstate Battery System of the Rio Grande Valley	John W. Gasparini, Inc./ dba Mark's Plumbing Parts	Johnstone Supply
<b>ADDRESS</b>	14610 Breakers Dr	529 E Business 83	2308 W Trenton Rd	625 S Airport Dr	8585 N Stemmon Fwy Ste 600 S	2320 Columbus Ave	6621 N Belt Line Rd Ste 130	1200 Pecan Blvd	3317 W Expwy 83	3312 Ramona Dr	3107 N Sugar Rd
<b>CITY/STATE/ZIP</b>	Jacksonville, FL 32258	Weslaco, TX 78596	Edinburg, TX 78539	Weslaco, TX 78596	Dallas, TX 75247	Waco, TX 76701	Irving, TX 75063	McAllen, TX 78501	McAllen, TX 78503	Fort Worth, TX 76116	Pharr, TX 78577
<b>PHONE</b>	956-515-2624	956-968-3121	956-618-2874	956-968-8525	800-442-0081	254-756-7251	214-350-0021	956-682-3523	956-688-6060	800-772-2347	956-783-1036
<b>FAX</b>		956-973-3228	956-618-3208	956-968-7903			214-352-4299	956-618-4065		800-991-6275	956-783-5106
<b>CONTACT</b>	Joann Gallardo	Scott Vaughan	Juan Erafia	David Peña	John Rauco	Crystal Roberson	Juan Perez	Donald Guthrie	Mario Alonzo	Mandi Gasparini	Rick Garcia
<b>#</b>	<b>Description</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>
<b>1</b>	<b>Electrical Parts, Materials and Supplies</b>										
	<b>Discount</b>	0%	50%	40-90%	20%	40%	25%		10%	0%	50%
	<b>Benchmark</b>		Burton List Price	List Price	In-House Catalog	Retail	Retail Pricing		Retail Price	Any applicable discounts to be applied at time of quotation or purchase	Off Catalog Price List
<b>2</b>	<b>Plumbing Parts, Materials and Supplies</b>										
	<b>Discount</b>	0%	50%	40-90%	20%					0%	50%
	<b>Benchmark</b>		Burton List Price	List Price	In-House Catalog					Any applicable discounts to be applied at time of quotation or purchase	Off Catalog Price List
<b>3</b>	<b>Paint and Supplies</b>										
	<b>Discount</b>	0%	50%	40-90%						0%	0%
	<b>Benchmark</b>		Burton List Price	List Price						Any applicable discounts to be applied at time of quotation or purchase	
<b>4</b>	<b>Lawn and Garden Parts, Materials and Supplies</b>										
	<b>Discount</b>	0%	50%	40-90%		25%			10%	0%	0%
	<b>Benchmark</b>		Burton List Price	List Price		Retail Batteries			Retail Price	Any applicable discounts to be applied at time of quotation or purchase	
<b>5</b>	<b>Locksmith Parts, Supplies and Door Hardware</b>										
	<b>Discount</b>	0%		40-90%			15-57%	0%		0%	0%
	<b>Benchmark</b>			List Price			Discount Vary from Manufacturer to Manufacturer; Freight charges maybe added to orders of \$100 or less	Retail Pricing		Any applicable discounts to be applied at time of quotation or purchase	
<b>6</b>	<b>Lumber and Building Materials and Supplies</b>										
	<b>Discount</b>	0%	50%	40-90%		25%					0%
	<b>Benchmark</b>		Burton List Price	List Price		Retail Batteries					
<b>7</b>	<b>Sprinkler Systems Parts and Supplies</b>										
	<b>Discount</b>	0%	50%	40-90%						0%	0%
	<b>Benchmark</b>		Burton List Price	List Price						Any applicable discounts to be applied at time of quotation or purchase	
<b>8</b>	<b>Welding Materials and Supplies</b>										
	<b>Discount</b>	0%	50%	40-90%					10%		50%
	<b>Benchmark</b>		Burton List Price	List Price					Retail Price		Off Catalog Price List
<b>9</b>	<b>HVAC Parts and Supplies</b>										
	<b>Discount</b>	0%	50%	40-90%		25%				0%	50%
	<b>Benchmark</b>		Burton List Price	List Price		Retail Batteries				Any applicable discounts to be applied at time of quotation or purchase	Off Catalog Price List
<b>10</b>	<b>Tools and Power Tools (General Use)</b>										
	<b>Discount</b>	0%	50%	40-90%					10%	0%	50%
	<b>Benchmark</b>		Burton List Price	List Price					Retail Price	Any applicable discounts to be applied at time of quotation or purchase	Off Catalog Price List

The Director of Purchasing has reviewed all the responses.

SOUTH TEXAS COLLEGE  
2. MAINTENANCE AND REPAIR PARTS, MATERIALS, AND SUPPLIES  
PROJECT NO. 25-26-1010

	VENDOR	Lewis Electrical Motors and Pumps	Luna Glass, LLC	Matts Building Materials	Mission Auto Electric, Inc./dba MAE Power Equipment	Texas Air Products	Texas Wood Supply/ South Texas Moulding	The Pittsburgh Paints Company	The Sherwin-Williams Company	Triple-S Steel Supply, LLC/ dba Alamo Iron Works	United Welding Supply, LLC	Winsupply
	ADDRESS	3300 Spur 54	224 N McCol St E	404 E Expwy 83	915 W Bus Hwy 83	11122 Gordon Rd	940 W Expwy 83	400 Bertha Lamme Dr	3500 N 10th St	943 Frost Bank Center	3206 E Richardson	201 N 26th St
	CITY/STATE/ZIP	Harlingen, TX 78551	McAllen, TX 78501	Pharr, TX 78577	Mission, TX 78572	San Antonio, TX 78216	Donna, TX 78537	Cranberry Township, PA 16066	McAllen, TX 78501	San Antonio, TX 78219	Edinburg, TX 78539	McAllen, TX 78501
	PHONE	956-423-4273	956-686-4301	956-787-5589	956-581-7433	210-495-8100	956-464-3371	866-298-7245	956-686-4131	210-704-8341	956-316-1198	956-448-5039
	FAX				956-581-7436	210-495-8200			956-686-8140		956-316-1158	
	CONTACT	Enrique Mendez	Jose Luna	Danny Smith	Oscar Cavazos	Andrew Collier	Eric Buenostro	Ryan M. Henrie	David Garcia	Carmen Mata	Jesse Mendez	Joel Leal
#	Description	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed
1	Electrical Parts, Materials and Supplies											
	Discount	25%		3-5%						10%	0%	
	Benchmark	List Price								<a href="http://www.aiwdirect.com">www.aiwdirect.com</a>		
2	Plumbing Parts, Materials and Supplies											
	Discount			3-5%						10%	0%	0%
	Benchmark									<a href="http://www.aiwdirect.com">www.aiwdirect.com</a>		Shelve Pricing
3	Paint and Supplies											
	Discount			5%				60%	65%	10%	0%	
	Benchmark							60% off Retail for paint 30% off Retail for sundries Use TIPS account	TXMAS Agreement	<a href="http://www.aiwdirect.com">www.aiwdirect.com</a>		
4	Lawn and Garden Parts, Materials and Supplies											
	Discount			5%	5-20%					10%	0%	
	Benchmark				Depends on brand and parts vs. equipment					<a href="http://www.aiwdirect.com">www.aiwdirect.com</a>		
5	Locksmith Parts, Supplies and Door Hardware											
	Discount		5%	5%			2%				0%	
	Benchmark		Retail Pricing				Retail Pricing					
6	Lumber and Building Materials and Supplies											
	Discount			3-5%			2%				0%	
	Benchmark						Retail Pricing					
7	Sprinkler Systems Parts and Supplies											
	Discount			0%							0%	
	Benchmark											
8	Welding Materials and Supplies											
	Discount			3-5%						10%	15%	
	Benchmark									<a href="http://www.aiwdirect.com">www.aiwdirect.com</a>	Cost of items containing steel fluctuating in price every quarter	
9	HVAC Parts and Supplies											
	Discount	25%		0%		15%					0%	
	Benchmark	List Price										
10	Tools and Power Tools (General Use)											
	Discount			3-5%						10%	0%	0%
	Benchmark									<a href="http://www.aiwdirect.com">www.aiwdirect.com</a>		Shelve Pricing

The Director of Purchasing has reviewed all the responses.

**SOUTH TEXAS COLLEGE**  
**3. ADDITIONAL ONLINE TUTORING SERVICES**

VENDOR			Upswing International, Inc.	
ADDRESS			PO Box 926	
CITY/STATE/ZIP			Durham, NC 27702	
PHONE			844-879-8779	
CONTACT			Alex Pritchett	
Period: 09/01/2024 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	1	Additional Upswing Tutoring Hours Qty: 7,300 hours at \$25/hour	\$ 182,500.00	\$ 182,500.00
TOTAL AMOUNT			\$ 182,500.00	

**SOUTH TEXAS COLLEGE**  
**4. AUDIO VISUAL EQUIPMENT AND SUPPLIES**

VENDOR			Audio Visual Aids		B&H Foto & Electronics, Corp. dba B&H Photo Video		Howard Technology Solutions	
ADDRESS			2903 N Flores St		420 9th Ave		36 Howard Dr	
CITY/STATE/ZIP			San Antonio, TX 78212		New York, NY 10001		Ellisville, MS 39437	
PHONE			800-422-1282		800-947-8003		800-912-3151	
CONTACT			Ron George		Robert Meskin		Krystal Avery	
Period: 09/01/2025 - 08/31/2026								
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	1	Audio Visual Equipment and Supplies	\$ 110,000.00	\$ 110,000.00	\$ 160,000.00	\$ 160,000.00	\$ 80,000.00	\$ 80,000.00
SUB TOTAL			\$ 110,000.00		\$ 160,000.00		\$ 80,000.00	
TOTAL AMOUNT							\$ 350,000.00	

**SOUTH TEXAS COLLEGE**  
**5. CALL CENTER NETWORK SOFTWARE AND VOICE OVER IP SYSTEMS**

VENDOR			Netsync Network Solutions, Inc.	
ADDRESS			2500 West Loop South, Ste. 410/510	
CITY/STATE/ZIP			Houston, TX 77027	
CONTACT			Xavier A Trevino	
Period: 09/01/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	1	Solutions Plus: Redsky Deployment Support	\$ -	\$ -
2	1	Redsky Deployment Support Fee Unit Price: 501.67 Each Per Month	\$ 6,020.04	\$ 6,020.04
3	1	Redsky Deployment Support Fee - Large Per Each 1K Additional TNs Unit Price: 358.34 Each Per Month	\$ 4,300.08	\$ 4,300.08
4	1	Solutions Plus: Redsky Webex Calling	\$ -	\$ -
5	2	Horizon Mobility Enhanced Notification per 1K subscribers Unit Price: 90.30 Each Per Month	\$ 1,083.60	\$ 2,167.20
6	1	Flex 3.0 for Contact Center	\$ -	\$ -
7	1	Basic Support for Flex Plan	\$ -	\$ -
8	10	Webex Contact Center Premium Concurrent Agent Unit Price: 105.40 Each Per Month	\$ 1,264.80	\$ 12,648.00
9	10	Webex Contact Center Standard Concurrent Agent Unit Price: 71.30 Each per Month	\$ 855.60	\$ 8,556.00
10	1	Webex Contact Center Premium Concurrent Agent Overage Unit Price: 105.40 Each per Usage	\$ 105.40	\$ 105.40
11	1	Webex Contact Center Standard Concurrent Agent Overage Unit Price: 71.30 Each per Usage	\$ 71.30	\$ 71.30
12	1	Webex Contact Center Addl IVR Ports Overage Unit Price: 43.40 Each per Usage	\$ 43.40	\$ 43.40

**SOUTH TEXAS COLLEGE**  
**5. CALL CENTER NETWORK SOFTWARE AND VOICE OVER IP SYSTEMS**

<b>VENDOR</b>			Netsync Network Solutions, Inc.	
#	Qty	Description	Unit Price	Extension
13	10	Webex Contact Center Concurrent Premium Agent Entitlement	\$ -	\$ -
14	10	Webex Contact Center Concurrent Standard Agent Entitlement	\$ -	\$ -
15	1	WxCC Additional Cisco IVR Ports Entitlement	\$ -	\$ -
16	1	On Prem to Webex Contact Center - Premises Ent	\$ -	\$ -
17	1	Webex Calling Entitlement	\$ -	\$ -
18	1	Contact Center Addon Entitlement	\$ -	\$ -
19	1	Additional Recording Storage - Gb Overage Unit Price: 0.03 Each per Usage	\$ 0.03	\$ 0.03
20	1	Imagicle UCX Cloud Suite - for Webex Calling - GH Unit Price: 150.00 Each Per Month	\$ 1,800.00	\$ 1,800.00
21	4	Imagicle UCX Cloud Suite - Digital Fax - GH - 1 chan Unit Price: 69.09 Each Per Month	\$ 829.08	\$ 3,316.32
22	1	Imagicle Professional Services Remote	\$ 1,738.63	\$ 1,738.63
23	1	Collaboration Flex Plan 3.0	\$ -	\$ -
24	2200	Basic Support for Flex Plan	\$ -	\$ -
25	2640	Pro Pack for Cisco Control Hub Entitlement	\$ -	\$ -
26	2640	Cloud Device Registration Entitlement	\$ -	\$ -
27	1	Education Customer	\$ -	\$ -
28	2640	Messaging Entitlement	\$ -	\$ -
29	52800	File Storage Entitlement	\$ -	\$ -



**SOUTH TEXAS COLLEGE**  
**5. CALL CENTER NETWORK SOFTWARE AND VOICE OVER IP SYSTEMS**

<b>VENDOR</b>			Netsync Network Solutions, Inc.	
<b>#</b>	<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extension</b>
30	1100	Webex Calling Common Area Entitlement	\$ -	\$ -
31	1100	CUBE for Webex Calling (2)	\$ -	\$ -
32	2640	Webex Calling Entitlement	\$ -	\$ -
33	8	Webex Attendant Console Unit Price: 37.05 Each Per Month	\$ 444.60	\$ 3,556.80
34	2200	Prem to Webex Calling / UCM Cloud	\$ -	\$ -
35	8	Webex Attendant Console Entitlement	\$ -	\$ -
36	2200	EntW Webex Calling for Education Unit Price: 5.83 Each Per Month	\$ 69.96	\$ 153,912.00
37	4	Installation & Deployment per SoW.   UC: Voice NEW Install	\$ 31,230.80	\$ 124,923.20
38	4	Installation & Deployment per SoW.   UC: CC Enterprise MACD	\$ 14,178.30	\$ 56,713.20
<b>TOTAL AMOUNT</b>			\$ 379,871.60	

**SOUTH TEXAS COLLEGE**  
**6. CHILLER MAINTENANCE AGREEMENT AND REPAIR SERVICES**

VENDOR			Johnson Controls, Inc.	
ADDRESS			2209 N Padre Island Dr	
CITY/STATE/ZIP			Corpus Christi, TX 78408	
PHONE			866-680-8101	
Period: 09/01/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	1	Schedule Services (Maintenance and Inspections)	\$ 67,200.00	\$ 67,200.00
2	1	Repair Service (Emergency Service Calls)	\$ 80,000.00	\$ 80,000.00
TOTAL AMOUNT			\$ 147,200.00	

**SOUTH TEXAS COLLEGE**  
**7. COMMUNICATION SERVICES FOR**  
**RADIOS AND EQUIPMENT**

VENDOR			Cellco Partnership/ dba Verizon Wireless	
ADDRESS			1 Verizon Way	
CITY/STATE/ZIP			Baskin Ridge, NJ 07920	
PHONE			949-246-0236	
CONTACT			Claudio Alvarez	
Period: 09/01/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	1	Communication Services for Radios and Equipment	\$ 89,000.00	\$ 89,000.00
TOTAL AMOUNT			\$ 89,000.00	

**SOUTH TEXAS COLLEGE**  
**8. COMPUTER COMPONENTS, PERIPHERALS, SOFTWARE, AND SUPPLIES**

VENDOR			B&H Foto & Electronics, Corp. dba B&H Photo Video		CDW Government, LLC		Dell Marketing, LP		Gateway Printing & Office Supplies		Quill, LLC		Reyna Enterprise, Inc. dba Computer Repair Center		SHI Government Solutions	
ADDRESS			420 9th Ave		230 N Milwaukee Ave		PO Box 676021		315 S Closner Blvd		300 Tri State International Dr Ste 300		131 E Pecan Blvd		290 Davidson Ave	
CITY/STATE/ZIP			New York, NY 10001		Vernon Hill, IL 60061		Dallas, TX 75267		Edinburg, TX 78539		Lincolnshire, IL 60069		McAllen, TX 78501		Somerset, NJ 08873	
PHONE			800-947-8003		877-708-8009		512-647-6341		956-383-3861		800-634-4809		956-631-2321		732-868-8754	
CONTACT			Robert Meskin		Michael Swartz		Dennis Bradandt		Chris Diaz		Karrie Szalkowski		Daniel Reyna		Joseph Marronaro	
Period: 09/01/2025 - 08/31/2026																
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	1	Computer Components, Peripherals, Software, and Supplies	\$ 120,000.00	\$ 120,000.00	\$ 150,000.00	\$ 150,000.00	\$ 70,000.00	\$ 70,000.00	\$ 50,000.00	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
SUB TOTAL			\$ 120,000.00		\$ 150,000.00		\$ 70,000.00		\$ 50,000.00		\$ 25,000.00		\$ 100,000.00		\$ 100,000.00	
TOTAL AMOUNT															\$ 615,000.00	

**SOUTH TEXAS COLLEGE**  
**9. IN-STORE MATERIALS AND SUPPLIES**

VENDOR			HEB, LP		Sam's Club	
ADDRESS			646 S Flores St		1400 E Jackson	
CITY/STATE/ZIP			San Antonio, TX		McAllen, TX 78501	
PHONE			800-987-4438		956-961-5843	
CONTACT			Mary Gast		Josue Maldonado	
Period: 09/01/2025 - 08/31/2026						
#	Qty	Description	Unit Price	Extension	Unit Price	Extension
1	1	Purchase of Materials and Supplies	\$ 60,000.00	\$ 60,000.00	\$ 20,000.00	\$ 20,000.00
SUB TOTAL			\$ 60,000.00		\$ 20,000.00	
TOTAL AMOUNT					\$ 80,000.00	

**SOUTH TEXAS COLLEGE**  
**10. NETWORK EQUIPMENT, LICENSES, AND ACCESSORIES**

VENDOR			Netsync Network Solutions, Inc.	
ADDRESS			2500 W Loop S Ste 410	
CITY/STATE/ZIP			Houston, TX 77027	
PHONE			210-428-7332	
CONTACT			Xavier A Trevino	
Period: 09/01/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	1	Network Equipment, Licenses, and Accessories	\$ 110,000.00	\$ 110,000.00
TOTAL AMOUNT			\$ 110,000.00	

**SOUTH TEXAS COLLEGE**  
**11. SOFTWARE AND EDUCATIONAL SUPPLIES – GRANT FUNDED**

VENDOR			Technical Laboratory Systems, Inc. (Tech-Labs)	
ADDRESS			7827 Columbia Dr	
CITY/STATE/ZIP			Katy, Texas 77494	
PHONE			713-256-1763	
CONTACT			Mike Sudduth	
Period: 09/01/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	1	Software and Educational Supplies	\$ 100,000.00	\$ 100,000.00
TOTAL AMOUNT			\$ 100,000.00	

**SOUTH TEXAS COLLEGE**  
**12. APPLICATIONS MAINTENANCE AGREEMENT**

<b>VENDOR</b>			Ellucian, Inc. through Lamar Institute of Technology acting by and through the State of Texas Department of Information Resources (DIR) for the Texas Connection Consortium (TCC)	
<b>ADDRESS</b>			PO Box 10043	
<b>CITY/STATE/ZIP</b>			Beaumont, TX 77710	
<b>PHONE</b>			409-241-9963	
<b>CONTACT</b>			Sherry L. Biksey	
<b>#</b>	<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extension</b>
<b>Year 1 Period: 09/01/2025 - 08/31/2026</b>				
1	1	Banner Financial Aid	\$ 41,037.27	\$ 41,037.27
2	1	Banner Student	\$ 40,191.74	\$ 40,191.74
3	1	Banner Student Self-Service	\$ 8,714.92	\$ 8,714.92
4	1	Banner Faculty (and Advisor) Self-Service	\$ 11,681.37	\$ 11,681.37
5	1	Banner HR	\$ 24,846.94	\$ 24,846.94
6	1	Banner Employee Self-Service	\$ 13,478.56	\$ 13,478.56
7	1	EDI.Smart	\$ 768.42	\$ 768.42
8	1	Banner Workflow	\$ 13,312.78	\$ 13,312.78
9	1	Campus Loan Manager (CLM) (Campus Receivables Collector)	\$ 9,395.72	\$ 9,395.72
10	1	Banner Recruiting & Admission Performance	\$ 23,956.61	\$ 23,956.61
11	1	Ellucian Degree Works	\$ 12,003.90	\$ 12,003.90
12	1	Ellucian Degree Works Transfer Equivalency	\$ 6,001.96	\$ 6,001.96
13	1	Financial Aid FM Needs Analysis	\$ 8,395.78	\$ 8,395.78
14	1	Application Xtender (Desktop, Image Capture & Web Access NET)	\$ 22,315.41	\$ 22,315.41
15	1	AppWorx (Automic, UC4 UNIX Std Pkg of 2 Automation Engines 1 Agent & Gap)	\$ 34,390.82	\$ 34,390.82
16	1	Document Management Suite May 09 (Integration Component)	\$ 3,441.76	\$ 3,441.76
17	1	ApplicationXtender Test Bundle	\$ 1,594.81	\$ 1,594.81
18	1	Banner Enterprise Job Scheduler (Banner Agent)	\$ 6,231.88	\$ 6,231.88
19	1	Application Xtender Web Services	\$ 2,056.82	\$ 2,056.82
20	1	Banner Document Management Suite May 11 (ApplicationXtender Desktop & Image Capture)	\$ 4,571.05	\$ 4,571.05



**SOUTH TEXAS COLLEGE**  
**12. APPLICATIONS MAINTENANCE AGREEMENT**

<b>VENDOR</b>			Ellucian, Inc. through Lamar Institute of Technology acting by and through the State of Texas Department of Information Resources (DIR) for the Texas Connection Consortium (TCC)	
<b>#</b>	<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extension</b>
21	1	Banner Document Management Suite Nov 11 (ApplicationXtender Desktop & Image Capture)	\$ 1,810.69	\$ 1,810.69
22	1	Banner Document Management Suite Dec 11 (ApplicationXtender Desktop & Image Capture)	\$ 299.57	\$ 299.57
23	1	Banner Document Management - includes Application Xtender Package	\$ 1,298.26	\$ 1,298.26
24	1	Open Text Application Xtender Reports Management Package	\$ -	\$ -
25	1	Banner Finance	\$ 38,805.48	\$ 38,805.48
26	1	Banner Finance Self-Service	\$ 4,852.50	\$ 4,852.50
27	1	Administrative Fee (2.75%)	\$ 9,225.01	\$ 9,225.01
<b>Year 1 Total:</b>				\$ 344,680.03
<b>Year 2 Period: 09/01/2026 - 08/31/2027</b>				
28	1	Banner Financial Aid	\$ 42,268.39	\$ 42,268.39
29	1	Banner Student	\$ 41,397.49	\$ 41,397.49
30	1	Banner Student Self-Service	\$ 8,976.37	\$ 8,976.37
31	1	Banner Faculty (and Advisor) Self-Service	\$ 12,031.81	\$ 12,031.81
32	1	Banner HR	\$ 25,592.34	\$ 25,592.34
33	1	Banner Employee Self-Service	\$ 13,882.92	\$ 13,882.92
34	1	EDI.Smart	\$ 791.47	\$ 791.47
35	1	Banner Workflow	\$ 13,712.16	\$ 13,712.16
36	1	Campus Loan Manager (CLM) (Campus Receivables Collector)	\$ 9,677.59	\$ 9,677.59
37	1	Banner Recruiting & Admission Performance	\$ 24,675.31	\$ 24,675.31
38	1	Ellucian Degree Works	\$ 12,364.02	\$ 12,364.02
39	1	Ellucian Degree Works Transfer Equivalency	\$ 6,182.02	\$ 6,182.02
40	1	Financial Aid FM Needs Analysis	\$ 8,647.65	\$ 8,647.65
41	1	Application Xtender (Desktop, Image Capture & Web Access NET)	\$ 22,984.87	\$ 22,984.87
42	1	AppWorx (Automic, UC4 UNIX Std Pkg of 2 Automation Engines 1 Agent & Gap)	\$ 35,422.54	\$ 35,422.54

**SOUTH TEXAS COLLEGE**  
**12. APPLICATIONS MAINTENANCE AGREEMENT**

<b>VENDOR</b>			Ellucian, Inc. through Lamar Institute of Technology acting by and through the State of Texas Department of Information Resources (DIR) for the Texas Connection Consortium (TCC)	
<b>#</b>	<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extension</b>
43	1	Document Management Suite May 09 (Integration Component)	\$ 3,545.01	\$ 3,545.01
44	1	ApplicationXtender Test Bundle	\$ 1,642.65	\$ 1,642.65
45	1	Banner Enterprise Job Scheduler (Banner Agent)	\$ 6,418.84	\$ 6,418.84
46	1	Application Xtender Web Services	\$ 2,118.52	\$ 2,118.52
47	1	Banner Document Management Suite May 11 (ApplicationXtender Desktop & Image Capture)	\$ 4,708.18	\$ 4,708.18
48	1	Banner Document Management Suite Nov 11 (ApplicationXtender Desktop & Image Capture)	\$ 1,865.02	\$ 1,865.02
49	1	Banner Document Management Suite Dec 11 (ApplicationXtender Desktop & Image Capture)	\$ 308.56	\$ 308.56
50	1	Banner Document Management - includes Application Xtender Package	\$ 1,337.21	\$ 1,337.21
51	1	Open Text Application Xtender Reports Management Package	\$ -	\$ -
52	1	Banner Finance	\$ -	\$ -
53	1	Banner Finance Self-Service	\$ -	\$ -
54	1	Administrative Fee (2.75%)	\$ 8,265.15	\$ 8,265.15
<b>Year 2 Total:</b>			\$	308,816.09
<b>TOTAL AMOUNT</b>			\$	653,496.12

**SOUTH TEXAS COLLEGE**  
**13. DATABASE LICENSES MAINTENANCE AGREEMENT**

<b>VENDOR</b>			Oracle America, Inc.	
<b>ADDRESS</b>			P O Box 203448	
<b>CITY/STATE/ZIP</b>			Dallas, TX 75320	
<b>PHONE</b>			703-364-0676	
<b>CONTACT</b>			Dapo Lawal	
#	Qty	Description	Unit Price	Extension
<b>Period: 09/01/2025 - 08/31/2026</b>				
1	1	Oracle Advanced Security - Named User Plus Perpetual Qty: 23896	\$ 25,808.21	\$ 25,808.21
2	1	Oracle Database Enterprise Edition - Named User Plus Perpetual Qty: 13716	\$ 99,053.33	\$ 99,053.33
3	1	Oracle Diagnostics Pack - Named User Plus Perpetual Qty: 13716	\$ 7,429.01	\$ 7,429.01
4	1	Oracle Internet Application Server Enterprise Edition - Named User Plus Perpetual Qty: 13716	\$ 49,526.70	\$ 49,526.70
5	1	Oracle Internet Developer Suite - Named User Plus Perpetual Qty: 5	\$ 6,235.89	\$ 6,235.89
6	1	Oracle Programmer - Named User Plus Perpetual Qty: 5	\$ 1,261.41	\$ 1,261.41
7	1	Oracle Real Application Clusters - Named User Plus Perpetual Qty: 13716	\$ 49,526.70	\$ 49,526.70
8	1	Oracle Tuning Pack - Named User Plus Perpetual Qty: 13716	\$ 7,429.01	\$ 7,429.01
9	1	Oracle Database Enterprise Edition - Named User Plus Perpetual Qty: 4161	\$ 40,478.50	\$ 40,478.50
10	1	Oracle Diagnostics Pack - Named User Plus Perpetual Qty: 4161	\$ 4,260.88	\$ 4,260.88
11	1	Oracle Internet Application Server Enterprise Edition - Named User Plus Perpetual Qty: 4161	\$ 29,826.25	\$ 29,826.25
12	1	Oracle Real Application Clusters - Named User Plus Perpetual Qty: 4161	\$ 19,600.10	\$ 19,600.10
13	1	Oracle Tuning Pack - Named User Plus Perpetual Qty: 4161	\$ 4,260.88	\$ 4,260.88
14	1	Sun Horizon Library Manager for L-Series Library Admin L180 -Storage Device	\$ 432.85	\$ 432.85
15	1	Oracle Database Enterprise Edition - Named User Plus Perpetual Qty: 2132	\$ 31,656.15	\$ 31,656.15

**SOUTH TEXAS COLLEGE**  
**13. DATABASE LICENSES MAINTENANCE AGREEMENT**

<b>VENDOR</b>			Oracle America, Inc.	
<b>#</b>	<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extension</b>
16	1	Oracle Diagnostics Pack - Named User Plus Perpetual Qty: 2132	\$ 3,332.23	\$ 3,332.23
17	1	Oracle Internet Application Server Enterprise Edition - Named User Plus Perpetual Qty: 2132	\$ 23,325.56	\$ 23,325.56
18	1	Oracle Real Application Clusters - Named User Plus Perpetual Qty: 2132	\$ 15,328.25	\$ 15,328.25
19	1	Oracle Tuning Pack -Named User Plus Perpetual Qty: 2132	\$ 3,332.23	\$ 3,332.23
<b>TOTAL AMOUNT</b>			\$ 422,104.14	

**SOUTH TEXAS COLLEGE**  
**14. DATA HOSTING AND MAINTENANCE AGREEMENT**

VENDOR			TouchNet Information Systems, Inc.	
ADDRESS			PO Box 936565	
CITY/STATE/ZIP			Atlanta, GA 31193-6565	
PHONE			816-294-6754	
CONTACT			Nathan Elder	
Period: 09/01/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	1	TouchNet Annual Subscription Service - Mobile Bill+Payment Mobile Marketplace	\$ 45,269.00	\$ 45,269.00
2	10	TouchNet Annual Validated Point to Point Encryption Service - SRED Key2	\$ 250.00	\$ 2,500.00
3	1	TouchNet Hosting Service - Payment Gateway Credit Card, ACH & Debit, Account Center, eBill, Payment Plans, Student Cashiering, Department Deposits, uPay, uStores	\$ 108,189.00	\$ 108,189.00
4	1	TouchNet Hosting Service - eRefunds	\$ 11,460.00	\$ 11,460.00
5	1	TouchNet Hosting Service - Student Account Advisor Payments	\$ 5,384.00	\$ 5,384.00
6	1	TouchNet Maintenance Service - Payment Gateway Credit Card & ACH, Student Cashiering, Department Deposits	\$ 59,251.00	\$ 59,251.00
7	1	TouchNet Maintenance Service - Payment Gateway Debit Engine	\$ 7,735.00	\$ 7,735.00
8	1	TouchNet Maintenance Service - Account Center, eBill, Payment Plans	\$ 37,964.00	\$ 37,964.00
9	1	TouchNet Maintenance Service - Marketplace uPay, Marketplace uStores	\$ 24,781.00	\$ 24,781.00
10	1	TouchNet Maintenance Service - Student Account Advisor Payments	\$ 5,384.00	\$ 5,384.00
TOTAL AMOUNT			\$ 307,917.00	

**SOUTH TEXAS COLLEGE**  
**15. DIGITAL SIGNATURE SOFTWARE SUBSCRIPTION AGREEMENT**

VENDOR			Carahsoft Technology, Corp./ DocuSign Government at Carahsoft	
ADDRESS			11493 Sunset Hills Rd Ste 100	
CITY/STATE/ZIP			Reston, VA 20190	
PHONE			571-662-3397	
CONTACT			Jennifer Yeater	
Period: 09/01/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	22,000	eSignature Business Pro Edition - Envelope Subs DocuSign, Inc.	\$ 4.67	\$ 102,740.00
2	22,000	eSignsture Advanced Workflows Addon- Envelope Subs DocuSign, Inc.	\$ 0.64	\$ 14,080.00
3	22,000	eSignature Access Management w/SSO - Per Envelope DocuSign, Inc.	\$ 0.25	\$ 5,500.00
4	1	Premier Support DocuSign, Inc.	\$ 18,336.78	\$ 18,336.78
TOTAL AMOUNT			\$ 140,656.78	

**SOUTH TEXAS COLLEGE**  
**16. EMAIL BACKUP ONLINE LICENSE SUBSCRIPTION**

VENDOR			SHI Government Solutions	
ADDRESS			290 Davidson Ave	
CITY/STATE/ZIP			Somerset, NJ 08873	
PHONE			732-868-8754	
CONTACT			Joseph Marronaro	
Period: 09/06/2025 - 09/05/2026				
#	Qty	Description	Unit Price	Extension
1	2,001	Unitrends Microsoft Office 365 Backup; Per Seat- Archived License	\$ 24.34	\$ 48,704.34
TOTAL AMOUNT			\$ 48,704.34	

**SOUTH TEXAS COLLEGE**  
**17. EMAIL SECURITY SOFTWARE LICENSE**

VENDOR			SHI Government Solutions	
ADDRESS			290 Davidson Ave	
CITY/STATE/ZIP			Somerset, NJ 08873	
PHONE			732-868-8754	
CONTACT			Joseph Marronaro	
Period: 09/30/2025 - 09/29/2026				
#	Qty	Description	Unit Price	Extension
1	2,001	Proofpoint Core Email Protection - F Secure, Provides inbound email protection against threats that target organizations.	\$ 38.68	\$ 77,398.68
2	30,000	Proofpoint Core Email Protection - F Secure - Light Users	\$ -	\$ -
3	2001	PFPT EFD360 Limited (Up to 5 sending domains) DMARC deployment for up to 5 sending domains (an unlimited defensive registrations) and 5 lookalike seed domains.	\$ 15.16	\$ 30,335.16
TOTAL AMOUNT			\$ 107,733.84	



**SOUTH TEXAS COLLEGE**  
**18. INTERNET SERVICE (DISTRICT-WIDE) AGREEMENT**

<b>VENDOR</b>			Charter Communications Operating, LLC/ dba Spectrum Gulf Coast through the State of Texas Department of Information Resources (DIR) - TEXAN	
<b>ADDRESS</b>			300 W 15th St Ste 300	
<b>CITY/STATE/ZIP</b>			Austin, TX 78701	
<b>PHONE</b>			512-531-3264	
<b>CONTACT</b>			Patrick Kufrovich	
Period: 09/01/2025 - 08/31/2026				
#	Months	Description	Monthly Amount	Annual Amount
1	12	Internet Service - District Wide	\$ 15,000.00	\$ 180,000.00
TOTAL AMOUNT			\$ 180,000.00	

**SOUTH TEXAS COLLEGE**  
**19. NETWORK HARDWARE AND SOFTWARE MAINTENANCE AGREEMENT**

VENDOR			Netsync Network Solutions, Inc.	
ADDRESS			2500 W Loop S Ste 410	
CITY/STATE/ZIP			Houston, TX 77027	
PHONE			210-428-7332	
CONTACT			Xavier A Trevino	
Period: 09/1/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	8	6 service slot MSTP shelf, includes M-SHIPKIT,M6-FTF,BRKTS	\$ 26.90	\$ 215.20
2	16	MSTP / NCS 2K Transport Node Controller with Ethernet PTP	\$ 224.61	\$ 3,593.76
3	1	Catalyst 6807-XL 7-slot chassis, 10RU	\$ 6,129.16	\$ 6,129.16
4	1	^UCS SP Select 5108 AC2 Chassis w/2208 IO, 4x SFP cable 3m	\$ 144.58	\$ 144.58
5	2	SM ROADM 1-PRE-AMP 100GHZ-CBAND-10ch License Restricted	\$ 634.16	\$ 1,268.32
6	1	Top Level SKU for 8540 AP Adder Licenses	\$ -	\$ -
7	2	Cisco 8540 Wireless Controller 1 AP Adder License	\$ 5,210.00	\$ 10,420.00
8	1	Top Level SKU for 8540 AP Adder Licenses	\$ -	\$ -
9	1	Cisco 8540 Wireless Controller with rack mouting kit	\$ 5,309.70	\$ 5,309.70
10	1	Top Level SKU for 8510 AP Upgrade Licenses (Paper Delivery)	\$ -	\$ -
11	1	100 AP Adder License for Cisco 8500 Wireless Controller	\$ 5,402.85	\$ 5,402.85
12	1	Nexus 7706 Bundle (Chassis,2xSUP2E,6xFAB2),No Power Supplies	\$ 18,719.03	\$ 18,719.03
13	1	SM ROADM 1-PRE-AMP 100GHZ-CBAND-10ch License Restricted	\$ 634.16	\$ 634.16
14	2	Nexus 9K ACI & NX-OS Spine, 64p 40/100G QSFP28	\$ 4,110.42	\$ 8,220.84
15	1	Upgrade Options for 2504 WLAN Controller (e-Delivery)	\$ -	\$ -
16	1	1 AP Adder License for 2504 WLAN Controller (e-Delivery)	\$ 169.44	\$ 169.44
17	1	Top Level SKU for 8540 AP Adder Licenses	\$ -	\$ -
18	1	Cisco 8540 Wireless Controller 1 AP Adder License	\$ 208.40	\$ 208.40
19	1	Cisco ISE Virtual Machine Common PID	\$ 863.49	\$ 863.49
20	4	10x10G Multi rate Client Line Card	\$ 1,068.60	\$ 4,274.40
21	2	EDFA amplifier 17 dB max gain, 50 GHz compatible	\$ 489.58	\$ 979.16
TOTAL AMOUNT				\$ 66,552.49

**SOUTH TEXAS COLLEGE**  
**20. SERVER HARDWARE AND SOFTWARE MAINTENANCE SUPPORT**  
**AGREEMENT**

VENDOR			Dell Marketing, LP	
ADDRESS			PO Box 676021	
CITY/STATE/ZIP			Dallas, TX 75267	
LOCAL ADDRESS			800-456-3355	
CONTACT			Jose Ramirez	
Period: 09/01/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	1	Server Hardware Maintenance and Support Agreement	\$ 57,502.72	\$ 57,502.72
TOTAL AMOUNT			\$ 57,502.72	

**SOUTH TEXAS COLLEGE**  
**21. STUDENT ENGAGEMENT MESSAGING PLATFORM**

VENDOR			Mongoose Research, Inc.	
ADDRESS			505 Ellicott St Ste A12	
CITY/STATE/ZIP			Buffalo, NY 14203	
LOCAL ADDRESS			800-456-3355	
CONTACT			Micah Jarrett	
Period: 09/01/2025 - 08/31/2028				
#	Qty	Description	Unit Price	Extension
1	3	Mongoose Text for College Connections. Includes SMS/MMS sending, (1) Shared Inbox with Boosted Sending Speed and unlimited personal inboxes. Also includes unlimited users, Compliance Management, and (1) data integration chosen from available options. Access to Mongoose Text for Valley Promise. Includes SMS/MMS sending, (1) Shared Inbox with Boosted Sending Speed and unlimited personal inboxes. Also includes unlimited users, Compliance Management, and (1) data integration chosen from available options. Add Mongoose WhatsApp to Valley Promise. Includes (1) WhatsApp Shared Inbox. Mongoose Credits can be used for SMS/MMS messages, WhatsApp messages, and for AI Assistant Replies. Cost per credit is .25 and you must purchase a minimum of 1,000 credits. Additional Shared Inbox for College Connections Team. Includes SAML 2 SSO, Text-Enabled Landlines, and API access for your entire Organization	\$ 28,000.00	\$ 84,000.00
TOTAL AMOUNT			\$ 84,000.00	

**SOUTH TEXAS COLLEGE**  
**22. SOFTWARE AND HARDWARE LICENSE AND MAINTENANCE AGREEMENT**

VENDOR			SHI Government Solutions	
ADDRESS			290 Davidson Ave	
CITY/STATE/ZIP			Somerset, NJ 08873	
PHONE			732-868-8754	
CONTACT			Joseph Marronaro	
Period: 09/1/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	100	Insight NXT Maintenance Renewal CR EDU	\$ 51.32	\$ 5,132.00
2	3500	Deep Freeze ENT NA EDU Maintenance Renewal 1 Year	\$ 3.24	\$ 11,340.00
3	764	Insight NXT Maintenancce Renewal EDU	\$ 1.73	\$ 1,321.72
4	1	SolarWinds Observability Self-Hosted	\$ 38,000.89	\$ 38,000.89
5	1	SolarWinds Web Performance Monitor WPM100 Annual Maintenance Renewal	\$ 3,917.48	\$ 3,917.48
6	1	FootPrints 5 Named User Software Package - Renewal	\$ 5,576.48	\$ 5,576.48
7	4	FootPrints Additional Concurrent User Agents - Renewal	\$ 1,014.36	\$ 4,057.44
8	76	FootPrints Additional Name User Agents - Renewal	\$ 475.30	\$ 36,122.80
9	1	FootPrints Change Management - Renewal	\$ 1,325.93	\$ 1,325.93
10	5	FootPrints Change Management User Uplift - Renewal	\$ 121.49	\$ 607.45
11	1	FootPrints Configuration Management - Renewal	\$ 1,325.93	\$ 1,325.93
12	5	FootPrints Configuration Management User Uplift - Renewal	\$ 121.49	\$ 607.45
13	1	FootPrints Dynamic Address Book Link/LD AP - Renewal	\$ 2,250.59	\$ 2,250.59
14	1	FootPrints Dynamic SQL DB Links/DS DL - Renewal	\$ 2,207.73	\$ 2,207.73
15	1	Park Place Hardware Maintenance Agreement	\$ 35,878.95	\$ 35,878.95
TOTAL AMOUNT				\$ 149,672.84

**SOUTH TEXAS COLLEGE**  
**23. SUBSCRIPTION LICENSES MAINTENANCE AGREEMENT**

<b>VENDOR</b>			Oracle America, Inc.	
<b>ADDRESS</b>			P O Box 203448	
<b>CITY/STATE/ZIP</b>			Dallas, TX 75320	
<b>PHONE</b>			703-364-0676	
<b>CONTACT</b>			Dapo Lawal	
<b>#</b>	<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extension</b>
<b>Year 1 Period: 09/01/2025 - 08/31/2026</b>				
1	1	Reinstatement Fees	\$ 23,182.11	\$ 23,182.11
2	1	Migrated Licenses (New Program Related Services	\$ 145,177.02	\$ 145,177.02
<b>Year 1 Total:</b>			\$	168,359.13
<b>Year 2 Period: 09/01/2026 - 08/31/2027</b>				
3	1	Oracle WebLogic Suite - Processor Perpetual Quantity: 17	\$ 96,729.60	\$ 96,729.60
<b>Year 2 Total:</b>			\$	96,729.60
<b>Year 3 Period: 09/01/2027 - 08/31/2028</b>				
4	1	Oracle WebLogic Suite - Processor Perpetual Quantity: 17	\$ 96,729.60	\$ 96,729.60
<b>Year 3 Total:</b>			\$	96,729.60
<b>TOTAL AMOUNT</b>			\$	361,818.33

**SOUTH TEXAS COLLEGE**  
**24. SYSTEMS APPLIANCE MAINTENANCE AGREEMENT**

VENDOR			Netsync Network Solutions, Inc.	
ADDRESS			2500 W Loop S Ste 410	
CITY/STATE/ZIP			Houston, TX 77027	
PHONE			713-218-5000	
CONTACT			Michelle Bailey	
Period: 09/01/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	1	BIG-IP Service: Premium (Level 1-3) Serial# f5-crkj-fheu	\$ 13,863.18	\$ 13,863.18
2	1	BIG-IP Service: Premium (Level 1-3) Serial# f5-gejc-ncfo	\$ 13,863.18	\$ 13,863.18
TOTAL AMOUNT			\$ 27,726.36	

**SOUTH TEXAS COLLEGE**  
**25. VIDEO CONTENT MANAGEMENT SYSTEM**

<b>VENDOR</b>			Yuja, Inc.	
<b>ADDRESS</b>			84 W Santa Clara St Fl 6	
<b>CITY/STATE/ZIP</b>			San Jose, CA 95113	
<b>PHONE</b>			408-663-6628	
<b>CONTACT</b>			Shraddha Hatankar	
<b>#</b>	<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extension</b>
<b>Period: 09/01/2025 - 10/08/2026</b>				
1	1	Year 1 - Cloud-Hosted Enterprise Video Platform License - includes: Unlimited Media Storage Unlimited Automatic ASR-based Captioning Unlimited Views and CDN Video Streaming	\$ 53,937.54	\$ 53,937.54
<b>Period: 09/01/2026 - 10/08/2027</b>				
2	1	Year 2 - Cloud-Hosted Enterprise Video Platform License - includes: Unlimited Media Storage Unlimited Automatic ASR-based Captioning Unlimited Views and CDN Video Streaming	\$ 52,775.81	\$ 52,775.81
<b>Period: 09/01/2027 - 10/08/2028</b>				
3	1	Year -3 Cloud-Hosted Enterprise Video Platform License - includes: Unlimited Media Storage Unlimited Automatic ASR-based Captioning Unlimited Views and CDN Video Streaming	\$ 55,942.36	\$ 55,942.36
<b>TOTAL AMOUNT</b>			\$ 162,655.71	



**SOUTH TEXAS COLLEGE**  
**29. FACILITY RENTAL AGREEMENT**

<b>VENDOR</b>			City of McAllen	
<b>ADDRESS</b>			1300 Houston Ave	
<b>CITY/STATE/ZIP</b>			McAllen, TX 78501	
<b>PHONE</b>			956-681-3111	
<b>CONTACT</b>			Carla Puente	
<b>#</b>	<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extension</b>
1	1	McAllen Convention Center South Texas College Convocation 2025 Exhibit Halls: A, B, and C Dates: 09/10/2025 - 09/12/2025	\$ 26,957.00	\$ 26,957.00
<b>TOTAL AMOUNT</b>			\$ 26,957.00	

**SOUTH TEXAS COLLEGE**  
**30. PROFESSIONAL DEVELOPMENT SERVICES**

VENDOR			Austin Community College / DigiTex	
ADDRESS			6101 Campus Dr. Building 3000	
CITY/STATE/ZIP			Austin, TX 78752	
PHONE			512-223-1371	
CONTACT			Hailey Bickley	
Period: 09/01/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	1	Professional Development Services	\$ 20,000.00	\$ 20,000.00
TOTAL AMOUNT			\$ 20,000.00	

**SOUTH TEXAS COLLEGE**  
**31. PROFESSIONAL DEVELOPMENT SERVICES**

VENDOR			Region One Education Service Center	
ADDRESS			1900 W Schunior St	
CITY/STATE/ZIP			Edinburg, TX	
PHONE			956-874-6000	
CONTACT			Elaine Rubio	
Period: 09/01/2025 - 08/31/2026				
#	Qty	Description	Unit Price	Extension
1	1	Omnitrack Hosted Online Subscription	\$ 15,750.00	\$ 15,750.00
2	1	Base Hosting and Data Synchronization	\$ 2,500.00	\$ 2,500.00
TOTAL AMOUNT			\$ 18,250.00	