



**SOUTH TEXAS
COLLEGE**

Board of Trustees

Regular Board Meeting

**Tuesday, October 28, 2025
5:30 p.m.**

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

Online Copy

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, October 28, 2025 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

AGENDA

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

- I. Call Meeting to Order**
- II. Determination of Quorum**
- III. Invocation**
- IV. Public Comments**
- V. Update by the College President**
- VI. Updates by Trustees**
 - a. Discussion on Potential Partnership with the City of Weslaco, Weslaco Airport, and County Commissioner Precinct One for Avionics Program: Exploring Opportunities for a Partnership to Enhance the Avionics Program, Including Collaboration with Local Government and Industry Stakeholders – **Mr. Danny Guzman and Mr. David De Los Rios**
 - b. Discussion on GPA Requirements for Financial Assistance Eligibility: A Review and Discussion of the Current GPA Requirements for Students Seeking Financial Assistance and the Potential for Adjustments or Clarifications – **Mr. David De Los Rios**
 - c. Open for other Trustee Comments
- VII. Consideration and Action on Consent Agenda**
 - A. Approval of Board Meeting Minutes 6 - 66
 - 1. September 22, 2025 Board Work Session
 - 2. September 23, 2025 Public Hearing and Special Board Meeting
 - 3. September 23, 2025 Regular Board Meeting

VIII. Consideration and Action on New Items

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IX. Consideration and Action on Committee Items

A. Education and Workforce Development Committee Items..... 84 - 98

1. Review of Presentations Prepared for Education and Workforce Development Committee
 - a. Presentation on Enrollment and Valley Promise Program
 - b. Presentation on the Power of Partnerships: Expanding Opportunities through Dual Credit Programs
2. Review and Action as Necessary on Consent Agenda Items from the Education and Workforce Committee 99 - 116
 - a. Approval to Offer the Proposed Dental Hygiene Associate of Applied Science Degree Program in Fall 2026
 - b. Approval to Offer the Proposed Information Systems Associate of Applied Science Degree in Spring 2026

B. Finance, Audit, and Human Resources Committee Items

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 - a. Review and Discussion to Amend and Restate the Monte Alto Windpower, LLC and Monte Alto Windpower, LLC – Phase II (Terra-Gen Development Company, LLC) and South Texas College Tax Abatement Agreement
 - b. Review and Discussion on Monte Cristo II Windpower, LLC (Terra-Gen Development Company, LLC) Tax Abatement Application
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 - a. Approval of Award of Proposals, Purchases, Purchase Renewals, Renewals, and Interlocal Agreements 130 - 167

Award of Proposals

- 1) Audiovisual Upgrade Active Learning Classroom
- 2) Catering Services
- 3) Childcare Services - II (Grant Funded)

- 4) Fire Suppression Systems Service
- 5) In-Store Purchase of Materials and Supplies

Purchases

- 6) Automotive Alignment, Inspection, and Safety Training Equipment
- 7) Cardiac Monitor
- 8) Computers, Laptops, and Monitors
- 9) Law Enforcement Vehicle
- 10) Learning Management System Support Services
- 11) Rental of Personal Protective Equipment for Fire Science Academy Students
- 12) Training Trailer with an Adjustable Ventilation Prop, and Vent- Enter-Search Window

Purchase Renewals

- 13) Case Management and Mentoring Services
- 14) Institutional Membership
- 15) Intelligent Learning Platform Subscription Agreement
- 16) Software License Agreement
- 17) Vehicle Fuel Program

Renewals

- 18) Campus Dining and Food Trucks - Mid Valley Campus
- 19) Graduation Regalia
- 20) Printing of Stationery
- 21) Signs, Banners, and Related Products

Interlocal Agreements

- 22) Facility Usage Agreements
- 23) Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Third Party Partnership Initiative

- b. Approval of Disposal/Recycling of Technology and Electronic Items with an Original Value of \$10,000 and Above..... 168 - 169
- c. Approval of on Disposal of Surplus Property Valued at \$10,000 and Above 170 - 171
- d. Approval of Resolution #2026-003 Authorizing Investment Brokers/Dealers..... 172 - 175
- e. Approval for Reaffirming Academic Freedom at South Texas College 176 - 177
- f. Approval of on Proposed Interlocal Agreement Supporting Educational Programming with Edcouch-Elsa ISD..... 178 - 188
- g. Approval to Adopt Local Board Policy..... 189 - 196
- A-1. Adopt CAK (LOCAL) Appropriations and Revenue Sources: Investments
- h. Approval to Adopt the Numbered Update 49 Local Policies . 197 - 225
 - A. Adopt CG (Local) – Safety Program
 - B. Adopt ECC (Local) – Instructional Arrangements: Course Load and Schedules
 - C. Adopt FFDB (Local) – Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics

D. Adopt FLBC (Local) – Student Conduct: Prohibited Organizations and Hazing

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6. Review and Discussion of First Reading of Local Board Policies Included in Numbered Update 49..... 240 - 270
 - 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 DIAB (Local) – Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics
7. Review and Discussion of First Reading of Local Board Policies . 271 - 327
 - A. Adopt CDC (LOCAL) – Accounting: Audits
 - B. Adopt DGBA (LOCAL) – Personnel – Management Relations: Employee Grievances
 - C. Adopt FB (LOCAL) – Admissions
 - D. Adopt GD – (LOCAL) Community Expression and Use of College Facilities
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 - a. Update on Status of Unexpended Plant Fund Construction Projects and Renewals & Replacements Projects
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 - a. Approval on Substantial Completion of the Regional Center for Public Safety Excellence Perimeter Fence 355 - 360
 - b. Approval on Amended Lease Agreement with P&N Shah Family, L.P. for the Cosmetology Program 361 - 362

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XIII.	Announcements	399
	A. Next Meetings:	
	• <u>Tuesday, November 11, 2025</u>	
	➤ 3:00 p.m. - Education & Workforce Development Committee	
	➤ 4:00 p.m. – Facilities Committee	
	➤ 5:00 p.m. – Finance, Audit and Human Resources Committee	
	• <u>Tuesday, November 25, 2025</u>	
	➤ 5:30 p.m. – Regular Board Meeting	
	B. Other Announcements:	
	• The College will be closed on November 27-30, 2025 in observance of the Thanksgiving holiday.	

Approval of Board Meeting Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) September 22, 2025 Board Work Session
- 2) September 23, 2025 Public Hearing & Special Board Meeting
- 3) September 23, 2025 Regular Board Meeting

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

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

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

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES WORK SESSION
Monday, September 22, 2025 @ 12:00 a.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Board Work Session of the South Texas College Board of Trustees was held on Monday, September 22, 2025 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 12:07 p.m. with Dr. Alejo Salinas, Jr. presiding.

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

Members absent: Ms. Victoria Cantu and Mr. David De Los Rios

Also present: Dr. Ricardo J. Solis, Mrs. Ms. Mary Del Paz, Dr. Anahid Petrosian, Dr. Brett Millan, Dr. Jesus Campos, Ms. Monica Benitez, Ms. Monica Perez, Mr. Jose Vela, Ms. Deyadira Leal, Ms. Carla Balleza, Ms. Kelly Nelson, Mr. Robert Gomez, Mr. Martin Villarreal, Mr. Jose C. Garza, Ms. Nicole Reyman, Mr. and Ms. Venisa Earhart.

Determination of a Quorum

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

**Review and Evaluation of the Pecan Plaza East Building B
Renovation for Cosmetology and Police Department Project
Interviews with Architectural Firms**

Purpose	To review and evaluate the architectural firms' interviews as part of the Round 3 evaluation process for the Pecan Plaza East Building B Renovation for Cosmetology and Police Department project.
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Justification	Architectural and engineering services are necessary for design and construction administration services for construction projects. The design scope of work includes, but is not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.
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On August 26, 2025, the Board of Trustees recommended proceeding to Round 3 of the evaluation process for the top two (2)

ranked firms. The top-ranked architectural firms are Orange Made, LLC., and goERO International, LLC./ dba ERO Architects, and are invited to an interview and make a presentation on September 22, 2025, to the Board on the topics listed below.

Evaluation Questions

1. How will your design support the space programming needs to meet the usage of this space, including flow of traffic, furniture options, and storage? **(0 – 20 points)**
2. What considerations will you undertake to support the needs of the program? **(0 – 20 points)**
3. What design elements will ensure the space delivers a strong, positive impact for the College? **(0 – 20 points)**
4. What steps will your firm undertake to contain costs and deliver the project within the proposed budget? Provide details describing the team's knowledge and experience with the local construction market. **(0 – 20 points)**
5. What examples can you provide of comparable projects designed by your team? **(0 – 20 points)**

Scoring Rubric

- Each trustee will score the presentations according to the following rubric:
 - a. 20 points: Excellent
 - b. 15 points: Good
 - c. 10 points: Fair
 - d. 5 points: Poor
 - e. 0 points: Not addressed

The scoring from the Board of Trustees Round 3 evaluations will be tabulated, and only the scoring from Round 3 will be utilized to determine the final ranking and selection.

Evaluation forms will be provided to the Board Members to be filled out and turned in to the Purchasing Department representative at the end of the interviews. The final evaluation scoring will be provided at the September 23, 2025, Board meeting.

Enclosed Documents

None.

Staff Resource

Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services
Deyadira Leal, Director of Purchasing

Recommendation The Board of Trustees will review and evaluate the architectural firms' interviews as part of the Round 3 evaluation process for the Pecan Plaza East Building B Renovation for Cosmetology and Police Department project. No action is required at this time.

The Board of Trustees conducted presentations and Q&A sessions with both top ranked architectural firms. Following the presentations and Q&A sessions, the trustees independently completed their individual evaluations of the presenting firms, and submitted the documentation to administration. The results would be compiled and reported to the Board of Trustees for the selection of the most highly qualified firm for this project.

No formal action by the Board of trustees was taken at this Board Work Session.

Adjournment

There being no further business to discuss, the Board Work Session of the South Texas College Board of Trustees adjourned at 1:46 p.m.

I certify the foregoing are the true and correct minutes of the Monday, September 22, 2025 Board Work Session of the South Texas College Board of Trustees.

X_____

Mr. Danny Guzman
Board Secretary

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES
Public Hearing and Special Board Meeting
Tuesday, September 23, 2025 @ 5:15 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Public Hearing and Special Board Meeting of the South Texas College Board of Trustees was held on Tuesday, September 23, 2025 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:20 p.m. with Dr. Alejo Salinas, Jr. presiding.

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

Members absent: None

Also present: Dr. Ricardo J. Solis, Ms. Mary Del Paz, Dr. Anahid Petrosian, Dr. Rodney Rodriguez, Mr. George McCaleb, Ms. Deyadira Leal, Ms. Myriam Lopez, Dr. Margo Vargas Ayala, Ms. Carla Rodriguez, Mr. Javier Villalobos, Ms. Claudia Olivares, Dr. Matt Hebbard, Mr. Khalil Abdullah, Mr. Luis De La Garza, Dr. Rebecca De Leon, Dr. Brett Millan, Mr. Lucio Gonzalez, Chief Ruben Suarez, Ms. Melissa Pena, Mr. Ben Castillo, Mr. Mark Goulet, Dr. Fernando Chapa, Ms. Monica Benitez, Ms. Marcela Beas, Dr. Miguel De Los Santos, Mr. John Gates via teleconference, Mr. Rick De La Garza, Mr. Luis Silva, Mr. Nick Hinojosa, Mr. Andrew Fish, and Ms. Venisa Earhart.

Determination of a Quorum

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

Public Comments

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

The Public Hearing on South Texas College Proposed 2025 Tax Rate

Purpose Ms. Mary Del Paz, Vice President for Finance and Administrative Services, presented 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 require 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 rollback or limit a tax increase. The truth-in-taxation requires a taxing unit to calculate two (2) tax rates, the no-new-revenue tax rate and the voter-approval tax rate, after receiving the certified appraisal roll from the chief appraiser.

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

The Notice concerning the 2025 Property Tax Rates has been published on the South Texas College websites in accordance with the Truth-In-Taxation requirements. The Notice of Public Hearing on Tax Increase has been published on The Monitor, the Starr County Town Crier, and the South Texas College website. The Proposed 2025 Tax Presentation and the two notices follow in the packet for the Board's information and review.

Determination of Tax Rates (M&O Rate)

The proposed maintenance and operations (M&O) tax rate of \$0.1400 is the maximum rate that the College can adopt to not exceed the voter-approval tax rate and not be required to hold an election to vote on the proposed tax rate.

Public Hearings Prior to Adoption of the Proposed 2025 Tax Rate

South Texas College was required to hold a public hearing and publish special notices before adopting the proposed tax rate of \$0.1620 since this tax rate does exceed the no-new-revenue tax rate but does not exceed the voter-approval tax rate. At the August 26, 2025, Board of Trustees meeting, the Board of Trustees took a record vote and scheduled a public hearing for the proposed tax rate of \$0.1620.

Public Hearing

The Public Hearing on the proposed 2025 tax rate was scheduled for Tuesday, September 23, 2025, at 5:15 p.m., and special notices were published in accordance with state law.

The Board of Trustees of South Texas College was asked to take action on the proposed 2025 tax rate.

Enclosed Documents

Appendix A – Truth-in-Taxation Calculations
Appendix B – Presentation of Proposed 2025 Property Tax Rate
Appendix C – Published Tax Notices

Funding

No funding required.

Staff Resource

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

Recommendation No action is required from the Board

The Public Hearing on the Proposed 2025 Tax Rate opened at 5:21 p.m. and consisted of:

- Presentation on South Texas College Proposed 2025 Tax Rate. Ms. Mary Del Paz, Vice President of Finance and Administrative Services presented the proposed 2025 Tax Rate.
- Public Comments
No Public Comments were given at the required notice of the meeting.
- Closing of the Public Hearing on South Texas College Proposed 2025 Tax Rate.

The Public Hearing closed at 5:40 p.m.

No action was requested under this presentation agenda item.

Appendix A

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

	Current Tax Rate	No-New-Revenue Tax Rate	Proposed Tax Rate		
			Voter-Approval Tax Rate	Proposed Tax Rate	Difference Current Rate
M&O Rate	\$ 0.1393		\$ 0.1404	\$ 0.1400	\$ 0.0007
Debt Rate	\$ 0.0227		\$ 0.0220	\$ 0.0220	\$ (0.0007)
Total Tax Rate	\$ 0.1620	\$ 0.1510	\$ 0.1624	\$ 0.1620	\$
Revenue	\$ 98,979,871	\$ 101,379,378	\$ 108,409,483	\$ 108,162,813	\$ 9,182,942

Difference in Taxpayer's Taxes Due based on Average Homestead Taxable Value of \$203,623

Taxpayer's Total Taxes \$ 292.80

\$ 329.87 \$ 37.07

Review and Recommend Action on Order 2026-002: Adopting the Tax Rate for 2025

Purpose Administration requests Board approval on the Order 2026-002 adopting the tax rate for 2025 by taking a record vote of the members of the Board.

Justification South Texas College complies with sections of Chapter 26 of the Property Tax Code that require 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 rollback or limit a tax increase. The truth-in-taxation requires a taxing unit to calculate two (2) tax rates, the no-new-revenue tax rate and the voter-approval tax rate, after receiving the certified appraisal roll from the chief appraiser.

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

The Notice concerning the 2025 Property Tax Rates has been published in accordance with the Truth-In-Taxation requirements on the South Texas College websites. The Notice of Public Hearing on Tax Increase has been published in accordance with the Truth-In-Taxation requirements on The Monitor, the Starr County Town Crier, and on the South Texas College website. The Proposed 2025 Tax Presentation and the two notices follow in the packet for the Board's information and review.

Determination of Tax Rates (M&O Rate)

The proposed maintenance and operations (M&O) tax rate of \$0.1400 is the maximum rate that the College can adopt to not exceed the voter-approval tax rate and not be required to hold an election to vote on the proposed tax rate.

Public Hearings Prior to Adoption of the Proposed 2025 Tax Rate

South Texas College was required to hold one public hearing and publish special notices. Notice concerning the 2025 Property Tax Rates and Notice of Public Hearing on Tax Increase, before adopting the proposed tax rate of \$0.1620, since this rate does exceed the no-new-revenue tax rate but does not exceed the voter-approval tax rate.

At the August 26, 2025, Board of Trustees meeting, the Board of Trustees took a record vote and scheduled one public hearing for the proposed tax of \$0.1620.

Public Hearing

The Public Hearing on the proposed 2025 tax rate was held on Tuesday, September 23, 2025, at 5:15 p.m., and special notices were published in accordance with the law.

The Board of Trustees of South Texas College was scheduled to take action on the proposed 2025 tax rate at a public meeting to be held on September 23, 2025, at South Texas College, Board Room, Annex Bldg., 2nd Floor, 3201 W. Pecan, McAllen, Texas, at 5:15 p.m.

Voting Requirements

State Tax Code, Sec. 26.05 requires that any action by the South Texas College Board of Trustees to set a tax rate that exceeds the no-new-revenue rate must be a record vote, and at least 60 percent of the members of the Board must vote in favor of an ordinance, resolution, or order establishing that rate.

For the South Texas College Board of Trustees, this means that successful establishment of the proposed 2025 Tax Rate requires the support of at least five of the seven Trustees. This rule is beyond the normal quorum and voting requirements for other actions.

Approval to adopt a debt service of \$0.0220 and a maintenance and operations rate of \$0.1400 will be required. Approval of the Order 2026-002 will require a roll call vote of the members of the Board. A copy of the Order 2026-002 follows in the packet for the Board's review.

This year's proposed tax rate exceeds the no-new-revenue tax rate, defined by the State. Because of this, the State tax code requires that the motion to adopt the proposed 2025 Tax Rate be made according to the following script:

"I move that the property tax rate be increased by the adoption of a tax rate of \$0.1620, which is effectively a 7.28 percent increase in the tax rate."

**Enclosed
Documents**

Appendix A – Truth-in-Taxation Calculations
Appendix B – Order 2026-002

Funding No funding required.

Staff Resource Mary Del Paz, Vice President for Finance and Administrative Service
Myriam Lopez, Associate Vice President – Finance and Management

Recommendation ***It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:***

The Board of Trustees approves and authorizes the Order 2026-002 adopting the tax rate for 2025 by record vote and members of the Board, and saying, “I move that the property tax rate be increased by the adoption of a tax rate of \$0.1620, which is effectively a 7.28 percent increase in the tax rate,” which exceeds the no-new-revenue rate and/or the voter-approval tax rate.

Approval Recommended:

Dr. Ricardo J. Solis
President

Dr. Alejo Salinas moved that the Board of Trustees of South Texas approve and authorize Resolution 2026-002 adopting the Tax Rate for 2025 as presented in the following form “I move that the property tax rate be increased by the adoption of tax rate of \$0.1620, which is effectively a 7.28 percent increase in the tax rate,” which exceeds the no-new-revenue rate and /or the voter-approval tax rate. Mr. Paul Rodriguez seconded the motion.

Chair Salinas called for a record vote. All seven trustees were present, and voted as follows:

	Yea	Nay	Absent
Dr. Alejo Salinas, Jr., Chair	x		
Mr. Paul R. Rodriguez., Vice Chair	x		
Mr. Danny Guzman, Secretary		x	
Ms. Rose Benavidez		x	
Mrs. Dalinda Gonzalez-Alcantar	x		
Mrs. Victoria Cantu		x	
Mr. David De Los Rios		x	

The motion failed due to the record vote.

The Board went into Executive Session under Texas Government Code 551.071, Consultation with Attorney for further discussion.

Upon returning from Executive Session Dr. Alejo Salinas moved that the Board of Trustees of South Texas approve and authorize Resolution 2026-002 adopting the Tax Rate for 2025 as presented in the following form “I move that the property tax rate be increased by the adoption of tax rate of \$0.1620, which is effectively a 7.28 percent increase in the tax rate”, but stays the same. Mr. David De Los Rios seconded the motion.

Chair Salinas called for a second record vote. All seven trustees were present, and voted as follows:

Dr. Alejo Salinas, Jr., Chair

Mr. Paul R. Rodriguez., Vice Chair

Mr. Danny Guzman, Secretary

Ms. Rose Benavidez

Mrs. Dalinda Gonzalez-Alcantar

Mrs. Victoria Cantu

Mr. David De Los Rios

Yea	Nay	Absent
x		
x		
x		
	x	
x		
	x	
x		

The motion carried.

Appendix A

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

	Current Tax Rate	No-New-Revenue Tax Rate	Proposed Tax Rate		
			Voter-Approval Tax Rate	Proposed Tax Rate	Difference Current Rate
M&O Rate	\$ 0.1393		\$ 0.1404	\$ 0.1400	\$ 0.0007
Debt Rate	\$ 0.0227		\$ 0.0220	\$ 0.0220	\$ (0.0007)
Total Tax Rate	\$ 0.1620	\$ 0.1510	\$ 0.1624	\$ 0.1620	\$
Revenue	\$ 98,979,871	\$ 101,379,378	\$ 108,409,483	\$ 108,162,813	\$ 9,182,942

Difference in Taxpayer's Taxes Due based on Average Homestead Taxable Value of \$203,623

Taxpayer's Total Taxes	\$ 292.80		\$ 329.87	\$ 37.07
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Appendix B

Order 2026-002

Adjournment

There being no further business to discuss, the Public Hearing and Special Board Meeting of the South Texas College Board of Trustees adjourned at 6:05 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, September 23, 2025 Public Hearing and Special Board Meeting of the South Texas College Board of Trustees.

X_____

Ms. Danny Guzman

Board Secretary

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, September 23, 2025 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, September 23, 2025 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 6:05 p.m. with Chair, Dr. Alejo Salinas, Jr. presiding.

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

Members absent: None.

Also present: Dr. Ricardo J. Solis, Ms. Mary Del Paz, Dr. Rodney Rodriguez, Ms. Deyadira Leal, Ms. Myriam Lopez, Dr. Jesus Campos, Dr. Anahid Petrosian, Mr. Lucio Gonzalez, Chief Ruben Suarez, Ms. Melissa Pena, Dr. Fernando Chapa, Dr. Matt Hebbard, Mr. Nick Hinojosa, Mr. Luis De La Garza, Dr. Brett Millan, Dr. Rebecca De Leon, Mr. George McCaleb, Mr. Andrew Fish, Mr. Rick De La Garza, Ms. Kelly Nelson, Ms. Marcela Baez, Mr. David Valdez, Mr. Mark Goulet, Mr. Ben Castillo, Ms. Amanda Sotelo, Mr. Khalil Abdullah, Dr. Marcos Silva, Ms. Carla Rodriguez, Mr. Frank Jason Gutierrez, Ms. Lynell Williams, Mr. Issac Garza, Ms. Emily Jimenez, Mr. Jorge Perez, Mr. Alex Mendoza, Mr. Juan Eduardo Martinez, Mr. Sergio Riojas, Mr. Dirk Gullion, Ms. Nicole Gullion, Mr. Nick Gullion, Mr. Robert Barrera, Mr. Jose Luis Silva, Mr. Robert Pruneda, Mr. Brian Godinez, Ms. Yesenia Tijerina, Ms. Carolina Civarolo, Ms. Claudia Olivares, Dr. Margo Vargas Ayala, Ms. Monica Benitez, Mr. Javier Villalobos, Mr. John Gates via teleconference, Mr. Robert Gomez , and Ms. Venisa Earhart.

Determination of a Quorum

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

Invocation

Dr. Margo Vargas-Ayla, Interim Dean for Nursing and Allied Health said the invocation.

Public Comments

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

Update by the College President

Dr. Ricardo J. Solis, College President, provided a brief update, including the following items:

- Meeting with Edinburg partners to expand Dual, CTE and Training courses to the area.
- Respiratory Therapy Program successful passing of their Annual Report of Current Status and Resource Assessment.
- Received notification for the College Promise National Impact Award
- Events: Convocation, Superintendent Leadership Meeting, and Border Trade Alliance

Update and Action as Necessary on Pending Litigation for Cause No. C-3127-25-D (Texas Government Code 551.071, Consultation with Attorney)

Purpose Administration will provide an update on pending litigation for Cause No. C-3127-25-D.

Recommendation **It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:**
The Board of Trustees of South Texas College approves and authorizes action as recommended by legal counsel pending litigation for Cause No. C-3127-25-D.

No action was taken on this item.

Consultation with Attorney Regarding Employee Grievance Policy, Pending Complaints, and Review of Complaints. (Texas Government Code 551.071, Consultation with Attorney)

Purpose Administration will consult with attorney regarding employee grievance policy, pending complaints, and review of complaints.

Recommendation No action is needed.

Upon a motion by Mr. Danny Guzman and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approve and authorize to proceed as directed, as discussed in Executive Session.

The motion carried.

Update and Action as Necessary on Ground Maintenance Agreement (Texas Government Code 551.071, Consultation with Attorney)

Purpose Administration will provide an update on the Ground Maintenance Agreement.

Recommendation **It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:**
The Board of Trustees of South Texas College approves and authorizes action as discussed regarding the Ground Maintenance Agreement.

Upon a motion by Mr. Danny Guzman and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approve and authorize to allow the attorneys to proceed as discussed in Executive Session.

The motion carried.

Update and Action as Necessary on Rio Grande City Debt Collection for Discrepancy on Water Billing for South Texas College Starr County Campus (Texas Government Code 551.071, Consultation with Attorney)

Purpose Administration will review the possibility of conducting a Personnel Climate Survey/Study in executive session.

Recommendation **It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:**
The Board of Trustees of South Texas College approves and authorizes action as discussed regarding the Possibility of Conducting Personnel Climate Survey/Study.

Upon a motion by Mr. Danny Guzman and a second by Ms. Victoria Cantu the Board of Trustees of South Texas College approve and authorize to proceed as discussed in Executive Session.

The motion carried

Review and Discussion of Board Policies (Texas Government Code 551.071, Consultation with Attorney)

Purpose Administration will discuss the Board Policies in executive session.

Recommendation No Action is needed on this item.

Upon a motion by Ms. Victoria Cantu and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approve and authorize the College attorneys revise South Texas College Board Policy DGBA(Local) and the appropriate Board policy regarding Internal Auditor as discussed in Executive Session.

Ms. Cantu went on record saying that she wanted to remind the College Faculty that they work for and report to the College President, Dr. Solis and not any individual Trustee. She stated that this be kept as a friendly reminder.

The motion carried.

Review and Action as Necessary on the Board Reorganization (Texas Government Code 551.071, Consultation with Attorney)

Purpose Administration will discuss Board Reorganization in executive session.

Recommendation It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:
The Board of Trustees of South Texas College approves and authorizes action as discussed regarding the Board Reorganization.

No action was taken on this item.

**Discussion and Action as Necessary on Potential Litigation with
Personnel (Texas Government Code 551.071, Consultation with
Attorney)**

- Purpose** Administration will discuss the options regarding potential litigation in executive session.
- Recommendation** **It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:**
The Board of Trustees of South Texas College approves and authorizes action as discussed regarding the Potential Litigation.

No action was taken on this item.

Approval of Board Meeting Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) August 26, 2025 Public Hearing & Special Board Meeting
- 2) August 26, 2025 Regular Board Meeting

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

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

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

The minutes were accepted as written by the Board Chair.

Report of New Grants

Grant Title: Perkins State Leadership

Awarding Agency: Texas Higher Education Coordinating Board (THECB)

Division and Department Awarded: Institutional Advancement and External Affairs,
Office of Sponsored Initiatives

Amount Awarded: \$260,000

Funding Period: September 2025 – September 2026

Strategic Goal #2: Promote Academic Integrity and Excellence

Project Summary: Funding will allow STC to develop an innovative framework that includes CTE Fellows, professional development and training modules, a Subject Matter Expert Series, and a centralized hub of resources for educators working with special population students. The CTE Educator Framework is designed to address and potentially eliminate the barriers faced by CTE students and educators by consolidating available resources and established best practices. The project will build a network of faculty leaders who promote best practices and strive for continuous improvement in academic quality and student outcomes.

Grant Title: Dual Credit Healthcare CTE Grant

Awarding Agency: Texas Workforce Commission

Division and Department Awarded: Academic Affairs and Economic Development,
Dual Credit Programs

Amount Awarded: \$38,478

Funding Period: August 29, 2025 to August 31, 2026

Strategic Goal #3: Create Educational Opportunities for Students

Project Summary: Funding will establish the Medical Office Specialist Dual Credit CTE Healthcare Program. The program will provide students with a comprehensive set of skills that are important for success in medical environments and the healthcare field.

Dr. Rodney Rodriguez gave a summary of the new grants.

Presentation on Enrollment

Purpose	Dr. Matt Hebbard, Vice President of Student Affairs and Enrollment Management will present the Enrollment update to the Board.
Justification	To inform the Board about the updated enrollment numbers and strategies.
Enclosed Documents	None.
Staff Resource	Dr. Matt Hebbard, VP of Student Affairs and Enrollment Dr. Fernando Chapa, Dean of Institutional Research & Effectiveness
Recommendation	No action is required from the Board. This item is presented for information purposes.

Dr. Matt Hebbard made his enrollment presentation to the Board. The Board requested that he present more metrics at the October 14, 2025 Education and Workforce Development meeting.

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

The following presentations were delivered to the Finance, Audit, and Human Resources Committee on Tuesday, September 9, 2025:

Review and Discussion of Economic Impact Study of South Texas College for Fiscal Year 2023-2024

Purpose	To review and discuss the Economic Impact Study of South Texas College for Fiscal Year 2023-2024.
Justification	<p>The last Economic Impact Study was conducted in Fiscal Year 2013-2014; therefore, a new assessment is needed to identify the current value of the College to the regional economy.</p> <p>The Economic Impact Study was conducted by Lightcast, and provides clarity on the role of the College in the economic development and investment analysis of Hidalgo and Starr counties, increasing the residents' awareness of the College's commitment to the area.</p> <p>Michael Gilman will provide a summary of the findings presented in Appendix A.</p>
Enclosed Documents	Appendix A – Economic Impact Study of South Texas College for Fiscal Year 2023-2024 Presentation.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Myriam Lopez, Associate Vice-President - Finance and Management
Recommendation	No action was required from the Committee. This item was presented for information purposes.

Ms. Dalinda Gonzalez-Alcantar asked that this item be presented to the Board at the October 28, 2025 Board meeting.

Review and Discussion of Presentation on Employee Grievances and Reporting Channels

Purpose To provide an overview of the employee grievance process and reporting channels.

Justification To illustrate the process for receiving, responding, and resolving complaints involving employees in accordance with Board Policy and internal associated procedures, and to review existing reporting channels. The presentation provides alignment and a better understanding of STC's handling of employee complaints.

A. Policy DGBA (Local): Personnel-Management Relations: Employee Grievances

The key elements describing the steps taken from start to finish by stakeholders will be illustrated. This illustration raises awareness of South Texas College policy DGBA.

B. Reporting Channels – Anonymous

Administration will present the existing reporting channels whereby all employees may submit their concerns anonymously at their discretion.

The reporting channels are as follows:

Fraud Survey – The primary purpose of the fraud survey is to serve as an anti-fraud control mechanism per Auditing Standard (AU) Section 316 issued by the American Institute of Certified Public Accountants (AICPA) . AU Section 316 acknowledges hotlines as a useful tool in detecting and deterring fraud, especially misstatements in financial statements, such as falsification of accounting records and theft of assets or fraudulent expenditures.

The fraud survey is conducted by the Internal Auditor on an annual basis during the month of September. The fraud survey comments are compiled by the Internal Auditor and issued to the Vice President of Finance and Administrative Services, who disseminates the comments to the respective Vice Presidents or to the President, depending on the nature of the comment. The President or the Vice Presidents must review the comments and provide a response to each comment, including corrective action steps, if applicable.

The responses are updated on the initial fraud survey provided by the Internal Auditor and submitted to the Internal Auditor and External Auditor by November 1st of each year, prior to completion of the external audit and annual financial report. The External Auditor takes additional steps to assess the risk of a misstatement, such as asking

management questions about their awareness and understanding of fraud.

Fraud and Integrity Hotline – The primary purpose of the Fraud and Integrity Hotline is to provide employees with a mechanism whereby anonymous reports may be filed when an employee does not feel comfortable discussing the issues via the other existing channels. The anonymous reporting hotline services are via NAVEX, an independent company.

The Fraud and Integrity Hotline reports are received by the Executive Director of Human Resources and Talent Development and the Internal Auditor.

State Auditor's Office Fraud, Waste, and Abuse Hotline - The Texas State Auditor's Office operates a hotline to allow individuals, including employees, to confidentially report suspected misuse of state resources. Reports can be submitted online, by phone, or by mail, and may involve issues like false reporting, theft, or unethical conduct by state employees or contractors. The hotline is managed by the SAO's Investigations Team, which reviews submissions and may refer cases to appropriate agencies for further action. The system is designed to promote accountability and integrity across Texas state government operations.

The State Auditor's Office Hotline reports are received by the Office of the President.

Title IX – An employee may report an incident of sexual harassment, sexual violence, gender-based harassment, interpersonal violence (including domestic and dating violence), stalking, or other Title IX issues to the Title IX Coordinator.

Reports, Complaints, and Appeals On-line Reporting - This on-line reporting page contains links to the primary forms used by South Texas College for employees to file a report, or submit a complaint. The reports are submitted to the respective responsible department, such as Human Resources or Environmental Health, Safety, and Risk.

- The reporting options are as follows:
 - ⇒ Campus Security Authority Report
 - ⇒ Complaints Concerning Faculty/Staff
 - ⇒ Complaints Concerning Students
 - ⇒ Report Sexual Misconduct by Student or Employee
 - ⇒ Report a Safety Incident

**Enclosed
Documents**

Appendix A – Policy DGBA (Local) Personnel-Management Relations: Employee Grievances

Staff Resource Mary Del Paz, Vice President for Finance and Administrative Services
Claudia E. Olivares, Employee Relations and Talent Development

Recommendation No action was required from the committee. This item was presented for information purposes only.

Ms. Dalinda Gonzalez-Alcantar asked that this be presented to the entire Board at a later time.

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

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

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

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

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

- a. Approval on Award of Proposals, Purchases, Renewals, Purchase Renewals, and Interagency Agreement at a total cost of \$1,564,669.20
- b. Approval of Acceptance of the South Texas College Chief Executive Officer Academic Year 2024 – 2025 Report on Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c)
- c. Approval to Conduct an Employee Climate Survey and Assess Services

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approve and authorize items "a- c" of the Finance, Audit, and Human Resources Committee Consent Agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Upon a motion by Mr. Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Board of Trustees of South Texas College approved and authorized items "a- c" of the Finance, Audit, and Human Resources Committee Consent Agenda as presented.

The motion carried.

Consent Agenda:

a. Approval of Award of Award of Proposals, Purchases, Purchase Renewals, Renewals, and Interagency Agreement a total cost of \$1,564,669.20

Purpose and Justification – Administration requests Board approval of the following purchases, renewals, and interlocal agreements at a total cost of \$1,564,669.20.

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

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

Recommendation: It is requested that the Committee recommend for Board approval of the award of proposals, purchases, purchase renewals, renewals, and interagency agreement at a total cost of \$1,564,669.20, as listed below:

Award of Proposals

- of 1) **Campus Dining and/or Food Truck Services – Pecan Campus:** award the proposals for Campus Dining and/or Food Truck Services – Pecan Campus to **Chick-fil-A 27th Nolana** (McAllen, TX) and **Laredo Comidas, LLC** (McAllen, TX) for the period beginning October 1, 2025 through September 31, 2026, with two one-year options to renew, at no cost to the College;
- 2) **Re-Bid Campus Dining and Food Truck Services – Technology Campus:** award the proposal for Campus Dining and Food Truck Services – Technology Campus to **Chick-fil-A Sharyland Towne Crossing** (Mission, TX) for the period beginning October 1, 2025 through September 31, 2026, with two one-year options to renew, at no cost to the College;

Purchases

- 3) **Professional Support Services for Software Integration:** purchase professional support services for software integration from **TouchNet Information Systems, Inc.** (Atlanta, GA), a sole source vendor, for the period beginning September 1, 2025 through October 31, 2028 at a total amount of \$60,000.00;
- 4) **Graduation Facility Lease Agreement:** purchase a graduation facility lease agreement from **Viper Arena, LLC/ dba Bert Ogden Arena** (Edinburg, TX), a sole source vendor for the period beginning at 8:00 a.m. Friday, December 12, 2025 through midnight Saturday, December 13, 2025, at an estimated total amount of \$45,000.00;
- 5) **End Point Protection Software Cloud Subscription:** purchase an end point protection software cloud subscription from **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning November 13, 2025 through November 12, 2028, at an estimated total amount of \$473,554.23;

**Purchase
Renewals**

- 6) Microsoft Campus License Agreement:** renew the Microsoft campus license agreement with **SHI Government Solutions, Inc.** (Somerset, NJ), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning November 1, 2025 through October 31, 2026, at an estimated total amount of \$300,594.66;
- 7) Subscription Training and Equipment Partnership Lease Agreement:** renew the subscription training and equipment partnership lease agreement with **VirTra, Inc.** (Chandler, AZ), sole-source vendor, for the period beginning November 16, 2025 through November 15, 2026, at an estimated total amount of \$63,793.11;

Renewals

- 8) Equipment Rental Services:** renew the equipment rental services contracts with **Satori Exhibits, LLC** (Pharr, TX) and **Texas First Rentals, LLC** (San Antonio, TX) for the period beginning December 1, 2025 through November 30, 2026, at an estimated total amount of \$50,000.00;
- 9) Industrial Supplies, Materials, and Accessories:** renew the industrial supplies, materials, and accessories contracts with the vendors listed in Appendix A for the period beginning November 25, 2025 through November 24, 2026, at an estimated total amount of \$250,000.00, which is based on prior year expenditures;

APPENDIX A

Vendors List

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

- 10) Merchant Services:** renew the merchant services contract with **PNC Merchant Services** (Pittsburgh, PA) for the period beginning December 1, 2025 through November 30, 2026, at an estimated total amount of \$300,000.00, which is based on prior year expenditures;

**Interagency
Agreement**

- 11) Employee Assistance Program (EAP) Agreement:** renew the employee assistance program (EAP) agreement with **The University of Texas Health Science Center at Houston** (Houston, TX) through an interagency agreement for the period beginning November 1, 2025 through October 31, 2026, at an estimated total annual amount of \$21,727.20 for 1,646 full-time employees, at a monthly rate of \$1.10 per employee.

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

Consent Agenda:

b. Approval on Acceptance of the South Texas College Chief Executive Officer Academic Year 2024 – 2025 Report on Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c)

Purpose Pursuant to the Texas Education Code (TEC), Section 51.253(a), the College's Title IX Coordinator is required to submit a written report no fewer than every three months to the College's Chief Executive Officer regarding reports *received from employees* who are required to report under TEC, Section 51.252.

According to the TEC, the Chief Executive Officer of every higher education institution must also submit a data report at least once during each fall or spring semester to the governing body and then cause the report to be submitted to the Texas Higher Education Coordinating Board (THECB) and certify to the THECB that the report has been presented to the governing body and posted on the College's website.

Justification TEC Section 51.252 requires *employees* of higher education institutions to report actual or suspected incidents of sexual harassment, sexual assault, dating violence, or stalking committed by or against a student or employee to the Title IX Coordinator or a Deputy Title IX Coordinator. If an employee fails to report or falsely reports such incidents, SB212 subjects these employees to criminal liability (misdemeanor) and termination of employment. During academic year 2024 - 2025 (commencing September 1, 2024), the College did receive reports concerning sexual harassment, sexual assault, dating violence, or stalking incidents from employees. The College did not find that any employee failed to make a required report.

For the purposes of complying with the reporting requirements under TEC Section 51.253(a), these reports have been modeled following guidance by the Texas Higher Education Coordinating Board.

Enclosed Documents Appendix A – The South Texas College CEO's SB212 Annual Report for the period of September 1, 2024 through August 31, 2025.

Staff Resource Todd C. Nelson, Contracts & Regulatory Resources Officer; Title IX & 504 Coordinator

Recommendation The Committee recommended Board acceptance of the South Texas College Chief Executive Officer Academic Year 2024 – 2025 Report on Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c) as presented.

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

Consent Agenda:

c. Approval to Conduct an Employee Climate Survey and Assess Services

Purpose To conduct an employee climate survey and assess services for Fiscal Year 2026.

Justification Employee climate surveys provide organizations with valuable feedback to improve culture, boost engagement, and increase productivity, leading to higher employee retention, better decision-making, and improved overall performance. By assessing employee perceptions of the work environment, leaders can identify specific areas for improvement, such as management effectiveness or communication, allowing for the development of targeted, data-driven strategies to enhance the employee experience and productive workplace.

Administration plans to solicit proposals or procure services to conduct an employee climate survey in Fiscal Year 2026, contingent on the selected vendor's specifications and availability.

The benefits of performing an employee climate survey include, but are not limited to,

- fostering a culture of trust and continuous improvement,
- strengthening employee confidence in leadership.
- highlighting what motivates employees, leading to higher job satisfaction,
- boost innovation, employees who feel heard and supported tend to contribute new ideas and concepts, thus benefiting an organization's growth.
- retaining top talent

Administration will research the types of surveys available, including the focus, cost range, and vendor options.

Information will be presented to the Board at a later time for approval.

Funding Funds for this expenditure are budgeted in the Finance and Administrative Services budget for FY 2025 – 2026.

Staff Resource Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Committee recommended Board approval to conduct an employee climate survey and assess services for the Fiscal Year 2026.

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

Review and Recommend Action on Internal Audit Charter

Purpose	To approve the Internal Audit Charter for the period of September 1, 2025 through August 31, 2026.
Justification	<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 with the College's '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> <p>This item was presented at the August 12, 2025, Committee Meeting and was deferred by the Committee Chair to the August 26, 2025 Regular Board Meeting so that all Board members would be available to review and vote. At the August 26, 2025, Regular Board Meeting, the item was not considered, and no action was taken. This item was presented again at the September 9, 2025 Committee Meeting and was deferred by the Committee Chair to the September 23, 2025 Regular Board Meeting.</p>
Enclosed Documents	Appendix A – Internal Audit Charter Appendix B – Organizational Chart
Staff Resource	Mr. Khalil Abdullah, Chief Internal Auditor
Recommendation	<i>It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:</i>

The Board of Trustees of South Texas College approves and authorizes the Internal Audit Charter for the period of September 1, 2025 through August 31, 2026, as presented.

This item was deferred. Ms. Dalinda Gonzalez-Alcantar went on record to say that legal counsel will be working on this item and that we are currently working under the current Internal Audit Charter for FY 2024 – 2025 as it exists now until we adopt a new charter.

Upon a motion by Ms. Dalinda Gonzalez-Alcantar and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized to extend the current charter until further review.

The motion carried.

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

Purpose To approve the proposed projects for the Internal Auditor for FY 2025 – 2026.

Justification The Audit Charter requires that an annual work plan using an appropriate risk-based methodology be submitted to the Board of Trustees for review and approval.

Staff is recommending projects for the Board's consideration for the Internal Auditor's review for Fiscal Year 2025 - 2026. The projects listed below are proposed as the assignments for the Internal Auditor.

- FY 2025 - 2026 (Scheduled)
 1. Fraud Survey
 2. Effort Reporting
 3. Scholarships
 4. Administrative Vehicles
 5. Advisory / Consulting Engagements
 6. HR Processes – Hiring & Staffing
 7. Environmental Health & Safety
 8. Account Reconciliations
 9. Fixed Assets

This item was presented at the August 12, 2025, Committee Meeting and was deferred by the Committee Chair to the August 26, 2025 Regular Board Meeting so that all Board members would be available to review and vote. At the August 26, 2025, Regular Board Meeting, the item was not considered, and no action was taken. This item was presented again at the September 9, 2025 Committee Meeting and was deferred by the Committee Chair to the September 23, 2025 Regular Board Meeting.

Enclosed Documents Appendix A – List of Internal Audits conducted for FY 2015 through FY 2025

Staff Resource Mr. Khalil Abdullah, Chief Internal Auditor
Dr. Ricardo J. Solis, President
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation ***It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:***

The Board of Trustees of South Texas College approves and authorizes the proposed projects for the Internal Auditor for FY 2025 – 2026 as presented.

This item was deferred.

Review and Discussion of First Reading of Local Board Policies Included in Numbered Update 49

Purpose	To review proposed updates to the local policies listed in Appendix A to align with the Texas Association of School Boards (TASB) policy manual.
Justification	<p>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.</p> <p>This item was presented at the August 12, 2025, Committee Meeting and was deferred by the Committee Chair to the August 26, 2025 Regular Board Meeting so that all Board members would be available to review and vote. At the August 26, 2025, Regular Board Meeting, the item was not considered, and no action was taken.</p>
Enclosed Documents	<p>Appendix A – List of Policies</p> <p>Appendix B - Policies</p>
Staff Resource	<p>Mary Del Paz, Vice President for Finance and Administrative Services</p> <p>Matthew S. Hebbard, Vice President for Student Affairs and Enrollment Management</p> <p>Cynthia A. Blanco, Dean of Enrollment Systems and Registrar</p> <p>George McCaleb, Executive Director for Facilities Operations and Maintenance</p> <p>Todd Nelson, Contracts and Regulatory Resources Officer-Title IX & 504 Coordinator</p> <p>Venisa Earhart, Board Relations Administrator</p>
Recommendation	No action is required from the Board at this time. This item is presented as a First Reading to obtain feedback for staff, and will be scheduled for a Second Reading at the next Board meeting for board action.

This item was deferred.

Appendix A

Item	Policy	Last Adopted Date	Update	Explanatory Notes
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.
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.

Item	Policy	Last Adopted Date	Update	Explanatory Notes
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.
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.

Review and Discussion of First Reading of Local Board Policies

Purpose	To review proposed revisions to local board policies listed in Appendix A to align with College operations.
Justification	<p>The local board policies reflect the College's internal operations. Below is a justification for each local policy.</p> <p>This item was presented at the August 12, 2025, Committee Meeting and was deferred by the Committee Chair to the August 26, 2025, Regular Board Meeting so that all Board members would be available to review and vote. At the August 26, 2025, Regular Board Meeting, the item was not considered, and no action was taken.</p>
Enclosed Documents	<p>Appendix A – List of Policies</p> <p>Appendix B – Policies</p>
Staff Resource	<p>Matthew Hebbard, Vice President for Student Affairs and Enrollment Management</p> <p>Cynthia Blanco, Dean of Enrollment Systems and Registrar</p> <p>Mary Del Paz, Vice President for Finance and Administrative Services</p> <p>Myriam Lopez, Associate Vice President - Finance and Management</p> <p>Claudia Olivares, Director for Human Resources – Employee Relations and Title IX</p> <p>George McCaleb, Executive Director - Facilities Operations and Maintenance</p>
Recommendation	No action is required from the Board. This item is presented as a First Reading to obtain feedback for staff, and will be scheduled for a Second Reading at the next Board meeting for Board action.

This item was deferred.

Appendix A

Policy	Last Adopted Date	Justification
Policy DGBA (LOCAL) – Personnel – Management Relations: Employee Grievances	6/24/2025	The policy has been amended to clarify procedures under Level One of the Grievance Process, and a new section has been added to address complaints involving Board Members and the College President.
Policy FB (LOCAL) – Admissions	01/30/2024	A part of the 89 th 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.

Review and Discussion of First Reading of Local Board Policy

Purpose	To review the local board policy listed in Appendix A to align with College operations.
Justification	<p>The local board policy reflects the College's internal operations. In accordance with the Public Funds Investment Act (PFIA), this policy is required to be Board-approved annually. At this time, there are no changes to the policy.</p> <p>In accordance with Policy CAK (Legal Framework), the governing body shall review and adopt its investment policy not less than annually.</p>
Enclosed Documents	<p>Appendix A – List of Policy</p> <p>Appendix B – Policy</p>
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Myriam Lopez, Associate Vice President - Finance and Management
Additional Information	<p>Information for this item was not available at the time of the September 9, 2025, Finance, Audit, and Human Resources Committee meeting, and is presented to the Board without a Committee recommendation.</p> <p>The policy is included to allow for the first reading at the September Board Meeting, and for the second reading to be included at the October Board Meeting. This policy must be board-approved in October per PFIA.</p>
Recommendation	No action is required from the Board. This item is presented as a First Reading to obtain feedback for staff, and will be scheduled for a Second Reading at the next Board meeting for board action.

This item was deferred.

Appendix A

Policy	Last Adopted Date	Justification
Policy CAK (LOCAL) – Appropriations and Revenue Sources: Investments	10/29/2024	The policy requires annual Board approval, even if no changes are made, to comply with the Public Funds Investment Act (PFIA) requirements.

Appendix B

Policy follows in the packet.

Review of Presentations Prepared for the Facilities Committee

The following presentation was delivered to the Facilities Committee on Tuesday, September 9, 2025:

Review and Discussion on Contracting Architectural and Engineering On-Call Services

Purpose To discuss contracting on-call architectural and engineering services for district-wide construction projects less than \$500,000 in total construction costs.

Justification A pre-approved pool of architectural, civil engineering, and mechanical, electrical, and plumbing (MEP) engineering firms reduces the estimated project schedules by not soliciting qualifications on a project-by-project basis. It is recommended that the design on-call services apply to construction projects with budgets under \$500,000, and a minimum of three (3) to five (5) firms in each professional discipline be approved for a period of one year, with the option to renew for two additional one-year periods, with Board approvals.

College staff would present solicitations of qualifications for architectural firms and engineering firms for Board approval, and then recommend contracting with each firm as construction projects under \$500,000 are initiated. The assignment of projects to each firm can be based on a rotational basis or on the most qualified, and then monitored on an annual basis to ensure an equitable amount of work and fees are awarded to each firm on the list.

The selection of a firm per project can be based on considerations including, but not limited to, the following:

- Type of project
- Location of project
- Previous experience with the building
- Previous experience with the site
- Firms availability

The Board of Trustees last approved a pool of on-call design firms on June 26, 2014, which expired in 2017 after renewals. This process has proven effective and allows architectural and engineering design services to be expedited.

Enclosed Documents None.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction

Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation This item was presented for the Board's review and discussion only. No recommendation was requested.

Mr. Rick De La Garza gave an update on this item.

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

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

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

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

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

- a. Approval on Renaming the Dr. Ramiro R. Casso Nursing and Allied Health Campus to the Dr. Ramiro R. Casso Health Science Professions Campus
- b. Approval on Color Selections for the Pecan West Continuing Education and Testing Center Building A
- c. Approval on Contracting Construction Services for the Pecan Campus Physical Plant Building E Cooling Tower Above-Ground Piping System
- d. Approval on Contracting Construction Services for the Dr. Ramiro R. Casso Health Science Professions Campus - Health Science Professions Building E
- e. Approval on Contracting Construction Services for the Dr. Ramiro R. Casso Health Science Professions Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab
- f. Approval on Final Completion of the Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Victoria Cantu the Board of Trustees of South Texas College approve and authorize items "a – f" of the Facilities Committee Consent Agenda as presented.

The motion carried.

Consent Agenda:

a. Approval on Renaming the Dr. Ramiro R. Casso Nursing and Allied Health Campus to the Dr. Ramiro R. Casso Health Science Professions Campus

Purpose To approve renaming the campus as presented.

Justification The Dr. Ramiro R. Casso Nursing and Allied Health Campus was named for the instruction offered in allied health fields and in nursing. After discussions between College staff and Administration, it is proposed to rename the campus to the Dr. Ramiro R. Casso Health Science Professions Campus.

The newly proposed name is to better address the broad range of instruction and training at the campus.

Enclosed Documents None.

Staff Resource Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Committee recommended Board approval to rename the Dr. Ramiro R. Casso Nursing and Allied Health Campus to the Dr. Ramiro R. Casso Health Science Professions Campus as presented.

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

Consent Agenda:

b. Approval of Color Selections for the Pecan West Continuing Education and Testing Center Building A

Purpose	To approve the interior color selections for the project.
Justification	<p>On December 6, 2023, the Board approved contracting architectural services with goERO International, LLC./dba ERO Architects. On January 28, 2025, the Board approved contracting construction services with E-Con Group, LLC.</p> <p>goERO International, LLC./dba ERO Architects has prepared a presentation and color board for review by the Facilities Committee.</p>
Enclosed Documents	Appendix A – Color Selections
Staff Resource	<p>Ricardo de la Garza, Executive Director for Facilities Planning & Construction</p> <p>Mary Del Paz, Vice President for Finance and Administrative Services</p>
Recommendation	The Committee recommended Board approval of the color selections for the Pecan West Continuing Education and Testing Center Building A project as presented.

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

Appendix A

Color Selections followed in the packet.

Consent Agenda:

c. Approval on Contracting Construction Services for the Pecan Campus Physical Plant Building E Cooling Tower Above-Ground Piping System

Purpose To contract construction services for the project.

Justification On March 25, 2025, the Board of Trustees approved the solicitation of construction services for the project. On June 24, 2025, the Board rejected a construction services proposal. The project was deemed over budget by Administration, and then re-solicited with an updated scope of work.

The project consists of constructing an above-ground piping system for the cooling tower.

The proposed scope of work is summarized as follows:

- Disconnection and abandonment of existing underground piping system.
- Construction of an above-ground piping system.

Enclosed Documents Appendix A – RFP Solicitation Information
Appendix B – Project Presentation
Appendix C – Ranking and Evaluations of Respondents
Appendix D – Fact Sheet

Funding The total estimated cost of the Pecan Campus Physical Plant Building E Cooling Tower Above Ground Piping System Project 2024-010R, including construction, design, and miscellaneous, is \$731,250.

• Construction	\$650,000	
• Design	65,000	
• Miscellaneous	16,250	
Total		\$731,250

The funds are available in the Renewals & Replacements Fund for use in FY 2025 – 2026.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation Administration requests the Facilities Committee recommend Board approval to authorize contracting construction services with Johnson Controls, Inc. in the amount of **\$886,178** for the Pecan Campus Physical Plant Building E Cooling Tower Above Ground Piping System project as presented.

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

Appendix A

RFP Solicitation Information

Advertised on	July 16, 2025 and July 23, 2025
RFP Responses Due	August 21, 2025
RFP Issued To	Three (3) Vendors
Responses Received From	Four (4) Responses
Responses Reviewed By	Representative from the Engineer, Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing Departments

Appendix B

Project Presentation follows in the packet.

Appendix C

Ranking and Evaluations of Respondents follow in the packet.

Appendix D

Fact Sheet follows in the packet.

Consent Agenda:

d. Approval on Contracting Construction Services for the Dr. Ramiro R. Casso Nursing and Allied Health Campus - Health Science Professions Building E
Purpose To contract construction services for the project.

Justification On February 25, 2025, the Board of Trustees approved the solicitation of construction services for the project.

The project consists of renovating the building to accommodate labs and instructional spaces for various health science professions, faculty/staff areas, and conference rooms expansion.

The proposed scope of work is summarized as follows:

- Renovation of the existing building for faculty/staff and instruction.
- Construction of a conference rooms expansion.

Enclosed Documents Appendix A – RFP Solicitation Information
Appendix B – Project Presentation
Appendix C – Ranking and Evaluations of Respondents
Appendix D – Fact Sheet

Funding The total Nursing and Allied Health Campus - Health Science Professions Building E Project 2023-020C project budget, including construction, design, miscellaneous, FFE, and technology, is \$7,297,552.50.

• Construction	\$6,169,052.50
• Design	443,500.00
• Miscellaneous	131,000.00
• FFE	277,000.00
• Technology	277,000.00
Total	\$7,297,552.50

The funds are available in the Unexpended Construction Plant Fund for use in FY 2025 – 2026.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Committee recommended Board approval to authorize contracting construction services with Tri-Gen Construction, LLC in the amount of **\$6,557,100** for the Nursing and Allied Health Campus - Health Science Professions Building E project as presented.

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

Appendix A
RFP Solicitation Information

Advertised on	August 13, 2025 and August 20, 2025
RFP Responses Due	August 28, 2025
RFP Issued To	Five (5) Vendors
Responses Received From	Five (5) Responses
Responses Reviewed By	Representative from the Architect, Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing Departments

Appendix B
Project Presentation followed in the packet.

Appendix C
Ranking and Evaluations of Respondents followed in the packet.

Appendix D
Fact Sheet followed in the packet.

Consent Agenda:

e. Approval on Contracting Construction Services for the Dr. Ramiro R. Casso Nursing and Allied Health Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab

Purpose To contract construction services for the project.

Justification On April 22, 2025, the Board of Trustees approved the solicitation of construction services for the project.

The project consists of renovating the existing Radiology lab to a Multipurpose Skills Lab for instruction, and renovating the Community Pharmacy Lab on the 3rd floor to meet American Society of Health-System Pharmacists / Accreditation Council for Pharmacy Education (ASHP/ACPE) standards for accreditation.

The proposed scope of work is summarized as follows:

- Renovation and conversion of the Radiology Lab
 - Total Renovation Space 1,278 sq. ft.
- Renovation of the Community Pharmacy Lab on 3rd Floor
 - Total Square Feet = 1,373 sq. ft.
 - Spaces to Include:
 - Large Pharmacy Lab
 - Pharmacy Prep Area
 - Pharmacy Storage

Enclosed Documents Appendix A – RFP Solicitation Information
Appendix B – Project Presentation
Appendix C – Ranking and Evaluations of Respondents
Appendix D – Fact Sheet

Funding The total estimated cost of the Dr. Ramiro R. Casso Nursing and Allied Health Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab Project 2023-003C, including construction, design, miscellaneous, FFE, and technology, is \$161,640.

- Construction \$125,000
- Design 12,500
- Miscellaneous 3,500
- FFE 10,320
- Technology 10,320
- Total \$161,640**

The total estimated cost of the Dr. Ramiro R. Casso Nursing and Allied Health Campus East Building A Community Pharmacy Lab Renovations Project 2025-005C, including construction, design, miscellaneous, FFE, and technology, is \$355,607.

- Construction \$274,600
- Design 27,460
- Miscellaneous 6,865

- FFE 23,341
- Technology 23,341
- Total \$355,607**

The funds are available in the Unexpended Construction Plant Fund for use in FY 2025 – 2026.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Committee recommended Board approval to authorize contracting construction services with CRC Development & Construction Co., LLC. in the amount of **\$265,320.00** for the Dr. Ramiro R. Casso Nursing and Allied Health Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab project as presented.

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

Appendix A

RFP Solicitation Information

Advertised on	July 23, 2025 and July 30, 2025
RFP Responses Due	August 14, 2025
RFP Issued To	Seven (7) Vendors
Responses Received From	Six (6) Responses
Responses Reviewed By	Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing Departments

Appendix B

Project Presentation followed in the packet.

Appendix C

Ranking and Evaluations of Respondents followed in the packet.

Appendix D

Fact Sheet followed in the packet.

Consent Agenda:

f. Approval on Final Completion of the Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs

Purpose To approve final completion and release of final payment for the project.

Justification On July 22, 2025, the Board of Trustees approved Substantial Completion of this project.

- Contractor: CCL Contracting, LLC.

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. The original cost approved for this project was \$42,800.

Enclosed Documents Appendix A – Current Budget Status
Appendix B – Photos
Appendix C – Final Completion Letter
Appendix D – Fact Sheet

Funding The funds for Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs Project 2025-027R are available in the Unexpended Plant Fund for use in FY 2025 – 2026.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Committee recommended Board approval of final completion and release of final payment with CCL Contracting, LLC. in the amount of \$1,753.61 for the Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs project as presented.

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

Appendix A

Current Budget Status

Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$42,800.00	42,800.00	\$7,298.59	\$35,501.41	\$33,747.80	\$1,753.61

Appendix B

Photos follow in the packet.

Appendix C

Final Completion Letter follows in the packet.

Appendix D

Fact Sheet follows in the packet.

Review and Recommend Action on Contracting Architectural Services for the Pecan Plaza East Building B Renovation for Cosmetology and Police Department Project

Purpose To contract architectural services for the project.

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

The project consists of creating an area for the new Cosmetology Program. The proposed scope of work is summarized as follows:

- Design and renovation to accommodate the Cosmetology Program and expansion of the Police/Security Department
- Renovation for the Cosmetology Area 9,916 sq. ft.
- Renovation for the Security Area 4,787 sq. ft.
- **Total Renovated Space: 14,703 sq. ft.**

On April 23, 2024, the Board of Trustees approved soliciting architectural services for this project. College staff evaluated the submitted statements of qualifications from the architectural firms in Rounds 1 and 2 of the evaluation process. On August 12, 2025, the Facilities Committee recommended proceeding to Round 3 of the evaluation process for the top two (2) ranked firms. On August 26, 2025, the Board of Trustees requested to interview the top two (2) ranked architectural firms and approved the questions to be asked at the interviews.

The scoring from the Board of Trustees Round 3 evaluations, conducted on September 22, 2025, will be tabulated, and the scoring option approved by the Board in a previous agenda item will be utilized.

Enclosed Documents Appendix A – Project Presentation
Note: The Evaluation Summary of the Round 3 scoring will be provided at the Board meeting.

Funding The total Pecan Plaza East Building B Renovation for for Cosmetology and Police Department Project 2024-005C estimated cost, including construction, design, miscellaneous, FFE, and technology, is \$6,664,135.

- Construction \$5,146,050
- Design 514,605
- Miscellaneous 128,652
- FFE 437,414
- Technology 437,414

Total

\$6,664,135

The funds are available in the Unexpended Construction Plant Fund for use in FY 2025 – 2026.

Staff Resource

Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Upon a motion by Mr. Paul Rodriguez and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized to contract architectural services with ERO International LLC, DBA ERO Architects for the Pecan Plaza East Building B Renovation for Cosmetology and Police Department project as presented.

The motion carried.

Appendix A

Project Presentation follows in the packet

Approval of Financial Reports for July 2025

Administration recommends Board approval of the financial reports for the month of July 2025.

The following financial reports have been provided under separate cover:

- 1) Quarterly Investment Report and Money Market Accounts for July 2025.
- 2) Summary of Revenues for July 2025.
- 3) Summary of State Appropriations Revenue for July 2025.
- 4) Summary of Property Tax Revenue for July 2025.
- 5) Summary of Expenditures by Classification for July 2025.
- 6) Summary of Expenditures by Function for July 2025.
- 7) Summary of Auxiliary Fund Revenues and Expenditures for July 2025.
- 8) Summary of Grant Revenues and Expenditures for July 2025.
- 9) Foundation Financial Activity for July 2025.

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

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Victoria Cantu the Board of Trustees of South Texas College approved and authorized the submitted financial reports for the month of July 2025.

The motion carried.

Review of Informational Reports as of August 2025

Administration includes the following information reports as of August 2025 for the Board's information.

- 1) Checks for \$125,000 and above for August 2025.
- 2) Check Register for August 2025.
- 3) Summary of Purchase Orders (Purchasing) for August 2025.
- 4) Summary of Bid Solicitations (Purchasing) for August 2025.
- 5) Employee New Hires for August 2025.
- 6) Employee Resignations/Retirements for August 2025.

The reports are presented for review by the Board and are provided under separate cover.

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

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

Discussion and Action as Necessary Regarding Complaints and Review Process

Purpose	Administration and legal counsel recommended board action as necessary related to complaints and the grievance review process.
Justification	Legal Counsel has requested an agenda item that will permit the Board of Trustees for South Texas College to act as necessary following an update and recommendation related to complaints and the grievance review process.
Enclosed Documents	None
Staff Resource	Mr. Ben Castillo, Legal Counsel Ms. Mary Del Paz, Vice President for Finance and Administrative Services
Recommendation	It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration: The Board of Trustees is asked to approve and authorize action as necessary and upon the recommendation of legal counsel in response to complaints and the grievance review process.

Approval Recommended:

Dr. Ricardo J. Solis
President

No action was taken on this item.

Announcements

A. Next Meetings:

- Tuesday, October 14, 2025
 - 3:00 p.m. - Education & Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:00 p.m. – Finance, Audit and Human Resources Committee
- Tuesday, October 28, 2025
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- Fall Convocation will be held on Friday, September 26, 2025 at the McAllen Convention Center. Breakfast is from 8:00 AM to 10:00 AM. Program starts at 10:00 AM.
- ACCT Leadership Congress is October 22, 2025 to October 25, 2025 in New Orleans, LA.

Adjournment

There being no further business to discuss, the Regular Board Meeting of the South Texas College Board of Trustees adjourned at 8:42 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, September 23, 2025 Regular Board Meeting of the South Texas College Board of Trustees.

X_____

Mr. Danny Guzman

Board Secretary

Report of New Grants

Grant Title: Kenedy Memorial Foundation

Awarding Agency: John G. and Marie Stella Kenedy Memorial Foundation

Division and Department Awarded: AAED, Division of Business, Public Safety, and Technology (BPST); BPST CTE Programs

Amount Awarded: \$20,000

Funding Period: September 2025 – September 2026

Strategic Goal #1: Champion Student Success

Project Summary: Funding from the Kenedy Memorial Foundation will provide scholarships for students in need of financial assistance to help support the completion of an Associate of Applied Science degree in a technical field. The Division of Business, Public Safety, and Technology Department will manage the dissemination of these funds to students with support from Financial Aid Services at South Texas College.

Grant Title: Gene Haas Foundation

Awarding Agency: Gene Haas Foundation

Division and Department Awarded: AAED, Division of Business, Public Safety, and Technology; Advanced Manufacturing Technology

Amount Awarded: \$22,000

Funding Period: September 2025 – September 2026

Strategic Goal #1: Champion Student Success

Project Summary: Funding from the Gene Haas Foundation will provide scholarships for students enrolled in South Texas College's Certificate Program in Manufacturing with plans to pursue an Associate Degree in Precision Manufacturing Technology or students enrolled in the Associate Degree in Precision Manufacturing Program. Scholarship funds can be used for tuition, books, and small personal tools such as calipers, micrometers, and safety glasses.

Quarterly Investment Report by Valley View Ending August 31, 2025

Review and Action as Necessary on Quarterly Report for Quarter Ending August 31, 2025

Purpose To approve the College's Quarterly Investment Report for the Quarter Ended August 31, 2025 that will be presented by Ms. Emily Upshaw from Valley View Consulting, L.L.C.

Justification To comply with the Texas Public Funds Information Act (PFIA) and the College's Policy CAK Appropriations and Revenue Sources: Investments that require an Investment Report to be prepared and submitted to the Board of Trustees and the President on a quarterly basis.

Ms. Upshaw will present an overview of the investments, the annual interest earnings, the quarterly interest earnings, and the economic overview.

Enclosed Documents Appendix A - Quarterly Investment Report

Funding No funds are required.

Staff Resource Dr. Ricardo J. Solis, President
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation ***It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:***

The Board of Trustees of South Texas College approves and authorizes the Quarterly Investment Report for the Quarter Ended August 31, 2025.



SOUTH TEXAS COLLEGE

QUARTERLY INVESTMENT REPORT

For the Quarter Ended

August 31, 2025

Prepared by

Valley View Consulting, L.L.C.

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

Maria G. Del Paz, Vice President for Finance & Administrative Services	Date
Myriam Lopez, Associate Vice President-Finance and Management	Date
Paul R. Rodriguez, Board of Trustees, Designated Investment Officer	Date

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

Annual Comparison

FYE Results by Investment Category:

	August 31, 2024			August 31, 2025		
Asset Type	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
DD/MM/ANOW	4.88%	\$ 95,896,527.57	\$ 95,896,527.57	4.31%	\$ 107,165,156.93	\$ 107,165,156.93
Pools	5.30%	1,793,615.69	1,793,615.69	4.31%	1,876,020.20	1,876,020.20
CD/Security	4.84%	327,318,246.52	328,185,078.08	4.29%	343,236,642.50	344,056,385.22
Totals		<u>\$ 425,008,389.78</u>	<u>\$ 425,875,221.34</u>		<u>\$ 452,277,819.63</u>	<u>\$ 453,097,562.35</u>
Fourth Quarter-End Yields	4.85%			4.29%		
	2024 Fiscal Year			2025 Fiscal Year		
Average Quarter-End Yields - Fiscal Year (1)						
South Texas College	4.63%			4.31%		
Rolling Three Mo. Treas. Yield	5.47%			4.46%		
Rolling Six Mo. Treas. Yield	5.38%			4.44%		
Quarterly TexPool Yield	5.33%			4.42%		
Fiscal YTD Interest Earnings	\$18,891,972.55 (Approximate)			\$19,663,789.04 (Approximate)		

(1) Average Quarterly Yield calculated using quarter-end report average yield and adjusted book value.

Annual Comparison

FYE Results by Investment Category:

Asset Type	August 31, 2024			August 31, 2025		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
DDA/MMA/NOW	4.88%	\$ 95,896,527.57	\$ 95,896,527.57	4.31%	\$ 107,165,156.93	\$ 107,165,156.93
Pools	5.30%	1,793,615.69	1,793,615.69	4.31%	1,876,020.20	1,876,020.20
CD/Security	4.84%	327,318,246.52	328,185,078.08	4.29%	343,236,642.50	344,056,385.22
Totals		\$ 425,008,389.78	\$ 425,875,221.34		\$ 452,277,819.63	\$ 453,097,562.35

Fourth Quarter-End Yields 4.85%

4.29%

2024 Fiscal Year

2025 Fiscal Year

Average Quarter-End Yields - Fiscal Year (1)
 South Texas College 4.63%
 Rolling Three Mo. Treas. Yield 5.47%
 Rolling Six Mo. Treas. Yield 5.38%
 Quarterly TexPool Yield 5.33%

4.31%
 4.46%
 4.44%
 4.42%

Fiscal YTD Interest Earnings \$18,891,972.55 (Approximate)

\$19,663,789.04 (Approximate)

(1) Average Quarterly Yield calculated using quarter-end report average yield and adjusted book value.

Summary

Quarter End Results by Investment Category:

Asset Type	May 31, 2025		August 31, 2025		
	Book Value	Market Value	Book Value	Market Value	Ave. Yield
DDA/MMA/NOW	\$ 144,347,548.63	\$ 144,347,548.63	\$ 107,165,156.93	\$ 107,165,156.93	4.31%
Pools	1,855,810.70	1,855,810.70	1,876,020.20	1,876,020.20	4.31%
CD/Security	326,585,589.39	326,981,792.81	343,236,642.50	344,056,385.22	4.29%
Totals	\$ 472,788,948.72	\$ 473,185,152.14	\$ 452,277,819.63	\$ 453,097,562.35	4.29%

Current Quarter Portfolio Performance (1)

Average Quarterly Yield 4.29%

 Rolling Three Month Treasury 4.38%
 Rolling Six Month Treasury 4.25%
 TexPool 4.31%

Year-to-Date Portfolio Performance (2)

Average Quarter End Yield 4.31%

 Rolling Three Month Treasury 4.46%
 Rolling Six Month Treasury 4.44%
 TexPool 4.42%

INTEREST EARNINGS

	PRIOR YEAR	CURRENT YEAR
Quarterly Interest Earned	\$5,161,316.97 (Unaudited)	\$4,754,349.21 (Unaudited)
Accrued Interest-End of Quarter	\$2,061,924.08 (Unaudited)	\$3,464,845.60 (Unaudited)
Fiscal YTD Interest Earned	\$18,891,972.55 (Unaudited)	\$19,663,789.04 (Unaudited)

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

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

Summary

Quarter End Results by Investment Category:

Asset Type	May 31, 2025		August 31, 2025		
	Book Value	Market Value	Book Value	Market Value	Ave. Yield
DDA/MMA/NOW	\$ 144,347,548.63	\$ 144,347,548.63	\$ 107,165,156.93	\$ 107,165,156.93	4.31%
Pools	1,855,810.70	1,855,810.70	1,876,020.20	1,876,020.20	4.31%
CD/Security	326,585,589.39	326,981,792.81	343,236,642.50	344,056,385.22	4.29%
Totals	\$ 472,788,948.72	\$ 473,185,152.14	\$ 452,277,819.63	\$ 453,097,562.35	4.29%

Current Quarter Portfolio Performance (1)

Average Quarterly Yield 4.29%

Rolling Three Month Treasury 4.38%
Rolling Six Month Treasury 4.25%
TexPool 4.31%

Year-to-Date Portfolio Performance (2)

Average Quarter End Yield 4.31%

Rolling Three Month Treasury 4.46%
Rolling Six Month Treasury 4.44%
TexPool 4.42%

INTEREST EARNINGS

	PRIOR YEAR	CURRENT YEAR
Quarterly Interest Earned	\$5,161,316.97 (Unaudited)	\$4,754,349.21 (Unaudited)
Accrued Interest-End of Quarter	\$2,061,924.08 (Unaudited)	\$3,464,845.60 (Unaudited)
Fiscal YTD Interest Earned	\$18,891,972.55 (Unaudited)	\$19,663,789.04 (Unaudited)

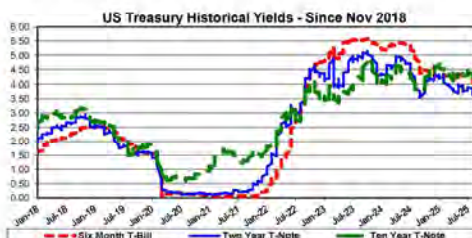
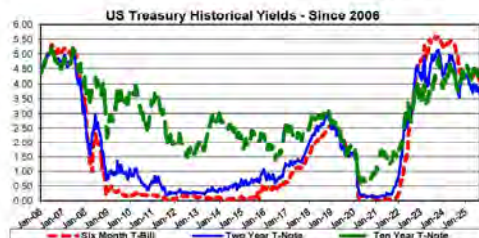
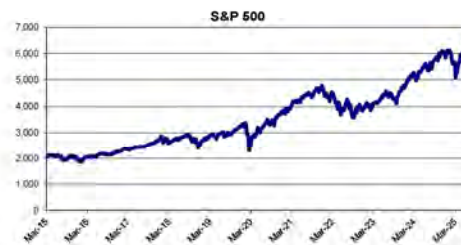
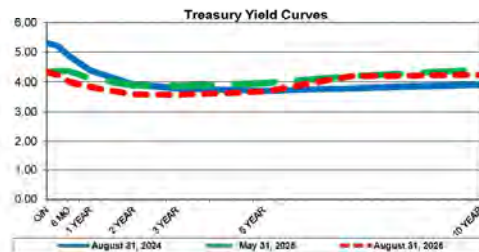
(1) **Current Quarter Portfolio Performance** - yields based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

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

Economic Overview

8/31/2025

The Federal Open Market Committee (FOMC) kept the Fed Funds target range at 4.25% - 4.50% (Effective Fed Funds trade +/-4.33%). Expectations for additional rate cuts have faded with 0.25% in Sept and possibly two more 0.25% cuts projected before year-end. Aug Non-Farm Payroll only added +22k new jobs, prior months' revisions decreased the Three Month Rolling Average to +29k (from the previous +35k). Second Quarter 2025 second estimate GDP increased to +3.3%. The S&P 500 Stock Index reached a new high (+/-6,500) from June's previous high (+/-6,200). The yield curve still bottoms out at +/- 3 years. Crude Oil settle in the low \$60s. Inflation rose slightly and continues above the FOMC 2% target (Core PCE +/-2.9% and Core CPI +/-3.1%). The Markets still face uncertain economic outlooks, tariff impacts and political conflicts.



Investment Holdings
August 31, 2025

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Facel Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
American Natl Bank & Trust MMA		4.61%	09/01/25	08/31/25	\$ 13,794,509.23	\$ 13,794,509.23	1.00	\$ 13,794,509.23	1	4.61%
PNC Bank MMA - Operating		1.87%	09/01/25	08/31/25	69,875.55	69,875.55	1.00	69,875.55	1	1.87%
PNC Bank MMA - Operating #2		0.00%	09/01/25	08/31/25	28,984.00	28,984.00	1.00	28,984.00	1	0.00%
PNC Bank Sweep - Operating		3.94%	09/01/25	08/31/25	22,528,317.87	22,528,317.87	1.00	22,528,317.87	1	3.94%
PNC Bank MMA - Payroll		1.88%	09/01/25	08/31/25	128.01	128.01	1.00	128.01	1	1.88%
PNC Bank Sweep - Payroll		3.94%	09/01/25	08/31/25	3,696,443.75	3,696,443.75	1.00	3,696,443.75	1	3.94%
PNC Bank MMA - Student		1.87%	09/01/25	08/31/25	820.92	820.92	1.00	820.92	1	1.87%
PNC Bank Sweep - Student		3.94%	09/01/25	08/31/25	1,490,266.18	1,490,266.18	1.00	1,490,266.18	1	3.94%
PNC Bank - Federal Draw Down		2.17%	09/01/25	08/31/25	1,868.17	1,868.17	1.00	1,868.17	1	2.17%
PNC Bank MMA		1.87%	09/01/25	08/31/25	32,225.48	32,225.48	1.00	32,225.48	1	1.87%
PNC Bank MMA - I&S Bond 96,02,03, 04,07,10,14,15		3.94%	09/01/25	08/31/25	6,718,409.08	6,718,409.08	1.00	6,718,409.08	1	3.94%
PNC Bank - Construction E&G Transfer		1.87%	09/01/25	08/31/25	15,541.37	15,541.37	1.00	15,541.37	1	1.87%
PNC Bank Sweep - Construction E&G Transfer		3.94%	09/01/25	08/31/25	6,150,457.41	6,150,457.41	1.00	6,150,457.41	1	3.94%
Veritex Bank MMA		4.33%	09/01/25	08/31/25	4,226,488.92	4,226,488.92	1.00	4,226,488.92	1	4.33%
NexBank MMA		4.55%	09/01/25	08/31/25	48,410,820.99	48,410,820.99	1.00	48,410,820.99	1	4.55%
TexPool LGIP	AAAm	4.31%	09/01/25	08/31/25	1,876,020.20	1,876,020.20	1.00	1,876,020.20	1	4.31%
East West Bank CD		4.39%	09/02/25	08/30/24	8,345,888.42	8,345,888.42	100.00	8,345,888.42	2	4.49%
FHLMC	Aa1/AA+	0.38%	09/23/25	02/02/24	15,000,000.00	14,965,361.41	99.77	14,965,684.05	23	4.33%
US Treasury	Aa1/AA+	4.25%	10/15/25	02/02/24	10,000,000.00	9,999,660.33	100.00	9,999,544.30	45	4.28%
US Treasury	Aa1/AA+	4.25%	10/15/25	03/07/24	5,000,000.00	4,997,484.56	100.00	4,999,772.15	45	4.68%
Bank OZK CD		4.25%	10/31/25	10/31/24	5,180,145.20	5,180,145.20	100.00	5,180,145.20	61	4.34%
US Treasury	Aa1/AA+	4.50%	11/15/25	03/07/24	15,000,000.00	14,996,108.92	100.04	15,006,562.50	78	4.63%
FFCB	Aa1/AA+	4.63%	12/08/25	03/07/24	15,000,000.00	14,998,651.85	100.09	15,014,220.75	99	4.68%
East West Bank CD		4.36%	12/12/25	06/12/25	4,122,888.05	4,122,888.05	100.00	4,122,888.05	103	4.46%
East West Bank CD		4.36%	12/12/25	06/12/25	1,935,443.93	1,935,443.93	100.00	1,935,443.93	103	4.46%
East West Bank CD		4.26%	01/20/26	03/05/25	15,318,437.82	15,318,437.82	100.00	15,318,437.82	142	4.35%
East West Bank CD		4.14%	02/04/26	02/04/25	339,861.48	339,861.48	100.00	339,861.48	157	4.23%
US Treasury	Aa1/AA+	1.63%	02/15/26	05/14/24	8,000,000.00	7,885,841.12	98.91	7,912,843.76	168	4.90%
FHLB	Aa1/AA+	4.65%	02/23/26	03/07/24	7,000,000.00	7,002,231.27	100.26	7,017,906.21	176	4.58%
FHLB	Aa1/AA+	4.88%	03/13/26	05/14/24	15,000,000.00	14,998,557.81	100.46	15,069,738.75	194	4.90%
FFCB	Aa1/AA+	4.63%	04/01/26	05/14/24	5,000,000.00	4,992,661.40	100.40	5,019,791.85	213	4.89%
US Treasury	Aa1/AA+	3.75%	04/15/26	07/03/24	10,000,000.00	9,938,161.24	99.85	9,985,273.40	227	4.89%
FAMCA		4.72%	05/15/26	07/15/24	14,000,000.00	14,000,000.00	100.49	14,069,163.08	254	4.72%
US Treasury	Aa1/AA+	3.63%	05/15/26	09/25/24	1,000,000.00	1,000,007.26	99.78	997,769.53	257	3.01%
US Treasury	Aa1/AA+	4.13%	06/15/26	07/03/24	10,000,000.00	9,954,178.37	100.13	10,013,281.20	288	4.74%
US Treasury	Aa1/AA+	4.63%	06/30/26	10/31/24	5,000,000.00	5,017,159.18	100.54	5,027,148.45	303	4.19%
FAMCA		3.60%	07/27/26	09/26/24	15,000,000.00	15,000,000.00	99.72	14,957,981.85	330	3.60%
FAMCA		4.18%	08/04/26	11/01/24	15,000,000.00	15,000,000.00	100.22	15,033,650.25	338	4.18%
US Treasury	Aa1/AA+	4.63%	09/15/26	01/29/25	7,000,000.00	7,028,862.85	100.78	7,054,910.73	380	4.21%
US Treasury	Aa1/AA+	3.50%	09/30/26	10/31/24	8,000,000.00	7,946,139.57	99.62	7,969,687.52	395	4.15%
US Treasury	Aa1/AA+	4.13%	10/31/26	01/29/25	15,000,000.00	14,983,619.39	100.31	15,046,875.00	426	4.22%
FAMCA		4.04%	11/05/26	03/05/25	8,000,000.00	8,000,000.00	100.17	8,013,981.84	431	4.04%
US Treasury STRIPS	Aa1/AA+	0.00%	11/15/26	01/29/25	7,000,000.00	6,657,178.05	95.69	6,697,975.06	441	4.26%
US Treasury	Aa1/AA+	4.25%	12/31/26	03/10/25	15,000,000.00	15,056,552.27	100.59	15,088,476.60	487	3.95%

South Texas College

Valley View Consulting, L.L.C.

4

Investment Holdings
August 31, 2025

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Facel Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
American Natl Bank & Trust MMA		4.61%	09/01/25	08/31/25	\$ 13,794,509.23	\$ 13,794,509.23	1.00	\$ 13,794,509.23	1	4.61%
PNC Bank MMA - Operating		1.87%	09/01/25	08/31/25	69,875.55	69,875.55	1.00	69,875.55	1	1.87%
PNC Bank MMA - Operating #2		0.00%	09/01/25	08/31/25	28,984.00	28,984.00	1.00	28,984.00	1	0.00%
PNC Bank Sweep - Operating		3.94%	09/01/25	08/31/25	22,528,317.87	22,528,317.87	1.00	22,528,317.87	1	3.94%
PNC Bank MMA - Payroll		1.88%	09/01/25	08/31/25	128.01	128.01	1.00	128.01	1	1.88%
PNC Bank Sweep - Payroll		3.94%	09/01/25	08/31/25	3,696,443.75	3,696,443.75	1.00	3,696,443.75	1	3.94%
PNC Bank MMA - Student		1.87%	09/01/25	08/31/25	820.92	820.92	1.00	820.92	1	1.87%
PNC Bank Sweep - Student		3.94%	09/01/25	08/31/25	1,490,266.18	1,490,266.18	1.00	1,490,266.18	1	3.94%
PNC Bank - Federal Draw Down		2.17%	09/01/25	08/31/25	1,868.17	1,868.17	1.00	1,868.17	1	2.17%
PNC Bank MMA		1.87%	09/01/25	08/31/25	32,225.48	32,225.48	1.00	32,225.48	1	1.87%
PNC Bank MMA - I&S Bond 96,02,03, 04,07,10,14,15		3.94%	09/01/25	08/31/25	6,718,409.08	6,718,409.08	1.00	6,718,409.08	1	3.94%
PNC Bank - Construction E&G Transfer		1.87%	09/01/25	08/31/25	15,541.37	15,541.37	1.00	15,541.37	1	1.87%
PNC Bank Sweep - Construction E&G Transfer		3.94%	09/01/25	08/31/25	6,150,457.41	6,150,457.41	1.00	6,150,457.41	1	3.94%
Veritex Bank MMA		4.33%	09/01/25	08/31/25	4,226,488.92	4,226,488.92	1.00	4,226,488.92	1	4.33%
NexBank MMA		4.55%	09/01/25	08/31/25	48,410,820.99	48,410,820.99	1.00	48,410,820.99	1	4.55%
TexPool LGIP	AAAm	4.31%	09/01/25	08/31/25	1,876,020.20	1,876,020.20	1.00	1,876,020.20	1	4.31%

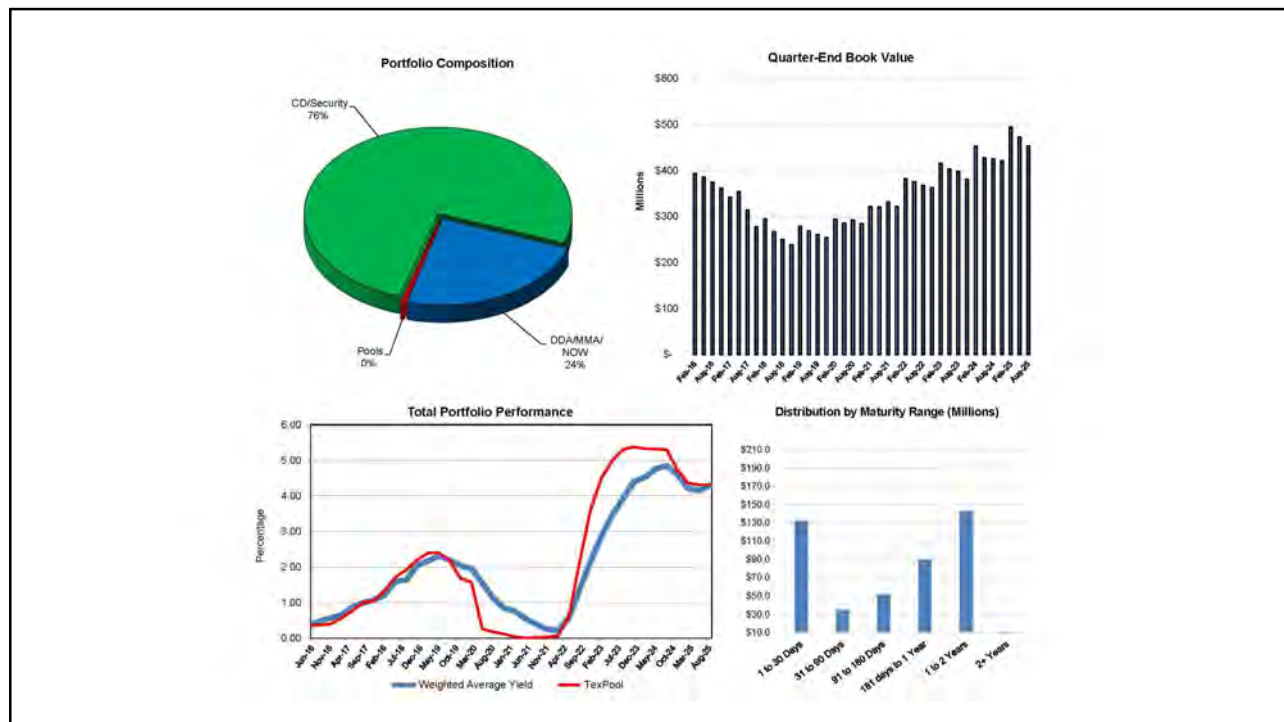
PNC sweep to MMMF to improve yield

Investment Holdings
August 31, 2025

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
East West Bank CD		4.39%	09/02/25	08/30/24	8,345,888.42	8,345,888.42	100.00	8,345,888.42	2	4.49%
FHLMC	Aa1/AA+	0.38%	09/23/25	02/02/24	15,000,000.00	14,965,361.41	99.77	14,965,684.05	23	4.33%
US Treasury	Aa1/AA+	4.25%	10/15/25	02/02/24	10,000,000.00	9,999,660.33	100.00	9,999,544.30	45	4.28%
US Treasury	Aa1/AA+	4.25%	10/15/25	03/07/24	5,000,000.00	4,997,484.56	100.00	4,999,772.15	45	4.68%
Bank OZK CD		4.25%	10/31/25	10/31/24	5,180,145.20	5,180,145.20	100.00	5,180,145.20	61	4.34%
US Treasury	Aa1/AA+	4.50%	11/15/25	03/07/24	15,000,000.00	14,996,108.92	100.04	15,006,562.50	76	4.63%
FFCB	Aa1/AA+	4.63%	12/08/25	03/07/24	15,000,000.00	14,998,651.85	100.09	15,014,220.75	99	4.66%
East West Bank CD		4.36%	12/12/25	06/12/25	4,122,888.05	4,122,888.05	100.00	4,122,888.05	103	4.46%
East West Bank CD		4.36%	12/12/25	06/12/25	1,935,443.93	1,935,443.93	100.00	1,935,443.93	103	4.46%
East West Bank CD		4.26%	01/20/26	03/05/25	15,318,437.82	15,318,437.82	100.00	15,318,437.82	142	4.35%
East West Bank CD		4.14%	02/04/26	02/04/25	339,861.48	339,861.48	100.00	339,861.48	157	4.23%
US Treasury	Aa1/AA+	1.63%	02/15/26	05/14/24	8,000,000.00	7,885,841.12	98.91	7,912,843.76	168	4.90%
FHILB	Aa1/AA+	4.65%	02/23/26	03/07/24	7,000,000.00	7,002,231.27	100.26	7,017,906.21	176	4.58%
FHILB	Aa1/AA+	4.88%	03/13/26	05/14/24	15,000,000.00	14,998,557.81	100.46	15,069,738.75	194	4.90%
FFCB	Aa1/AA+	4.63%	04/01/26	05/14/24	5,000,000.00	4,992,661.40	100.40	5,019,791.85	213	4.89%
US Treasury	Aa1/AA+	3.75%	04/15/26	07/03/24	10,000,000.00	9,938,161.24	99.85	9,985,273.40	227	4.80%
FAMCA		4.72%	05/12/26	07/15/24	14,000,000.00	14,000,000.00	100.49	14,069,163.08	254	4.72%
US Treasury	Aa1/AA+	3.63%	05/15/26	09/25/24	1,000,000.00	1,000,067.26	99.78	997,769.53	257	3.61%
US Treasury	Aa1/AA+	4.13%	06/15/26	07/03/24	10,000,000.00	9,954,178.37	100.13	10,013,281.20	288	4.74%
US Treasury	Aa1/AA+	4.63%	06/30/26	10/31/24	5,000,000.00	5,017,159.18	100.54	5,027,148.45	303	4.19%
FAMCA		3.60%	07/27/26	09/26/24	15,000,000.00	15,000,000.00	99.72	14,957,981.85	330	3.60%
FAMCA		4.18%	08/04/26	11/01/24	15,000,000.00	15,000,000.00	100.22	15,033,650.25	338	4.18%
US Treasury	Aa1/AA+	4.63%	09/15/26	01/29/25	7,000,000.00	7,028,862.85	100.78	7,054,910.73	380	4.21%
US Treasury	Aa1/AA+	3.50%	09/30/26	10/31/24	8,000,000.00	7,946,139.57	99.62	7,969,687.52	395	4.15%
US Treasury	Aa1/AA+	4.13%	10/31/26	01/29/25	15,000,000.00	14,983,619.39	100.31	15,046,875.00	426	4.22%
FAMCA		4.04%	11/05/26	03/05/25	8,000,000.00	8,000,000.00	100.17	8,013,981.84	431	4.04%
US Treasury STRIPS	Aa1/AA+	0.00%	11/15/26	01/29/25	7,000,000.00	6,657,178.05	95.69	6,697,975.06	441	4.26%
US Treasury	Aa1/AA+	4.25%	12/31/26	03/10/25	15,000,000.00	15,056,552.27	100.59	15,088,476.60	487	3.95%
US Treasury	Aa1/AA+	4.13%	01/31/27	03/10/25	9,000,000.00	9,021,316.27	100.49	9,043,945.29	518	3.95%
FAMCA		4.22%	02/10/27	03/03/25	15,000,000.00	15,035,283.81	100.53	15,080,231.55	528	4.05%
US Treasury	Aa1/AA+	4.25%	03/15/27	03/10/25	15,000,000.00	15,070,214.45	100.78	15,116,601.60	561	3.93%
US Treasury	Aa1/AA+	4.50%	04/15/27	06/11/25	15,000,000.00	15,110,299.04	101.23	15,185,156.25	592	4.02%
US Treasury	Aa1/AA+	4.50%	05/15/27	06/11/25	15,000,000.00	15,117,164.17	101.32	15,198,046.80	622	4.02%
US Treasury	Aa1/AA+	4.63%	06/15/27	08/27/25	14,000,000.00	14,221,223.01	101.63	14,227,500.00	653	3.70%
					\$ 452,283,842.03	\$ 452,277,819.63		\$ 453,097,562.35	240	4.29%

Investment Holdings
August 31, 2025

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
East West Bank CD		4.39%	09/02/25	08/30/24	8,345,888.42	8,345,888.42	100.00	8,345,888.42	2	4.49%
FHLMC	Aa1/AA+	0.38%	09/23/25	02/02/24	15,000,000.00	14,965,361.41	99.77	14,965,684.05	23	4.33%
US Treasury	Aa1/AA+	4.25%	10/15/25	02/02/24	10,000,000.00	9,999,660.33	100.00	9,999,544.30	45	4.28%
US Treasury	Aa1/AA+	4.25%	10/15/25	03/07/24	5,000,000.00	4,997,484.56	100.00	4,999,772.15	45	4.68%
Bank OZK CD		4.25%	10/31/25	10/31/24	5,180,145.20	5,180,145.20	100.00	5,180,145.20	61	4.34%
US Treasury	Aa1/AA+	4.50%	11/15/25	03/07/24	15,000,000.00	14,996,108.92	100.04	15,006,562.50	76	4.63%
FFCB	Aa1/AA+	4.63%	12/08/25	03/07/24	15,000,000.00	14,998,651.85	100.09	15,014,220.75	99	4.66%
East West Bank CD		4.36%	12/12/25	06/12/25	4,122,888.05	4,122,888.05	100.00	4,122,888.05	103	4.46%
East West Bank CD		4.36%	12/12/25	06/12/25	1,935,443.93	1,935,443.93	100.00	1,935,443.93	103	4.46%
East West Bank CD		4.26%	01/20/26	03/05/25	15,318,437.82	15,318,437.82	100.00	15,318,437.82	142	4.35%
East West Bank CD		4.14%	02/04/26	02/04/25	339,861.48	339,861.48	100.00	339,861.48	157	4.23%
US Treasury	Aa1/AA+	1.63%	02/15/26	05/14/24	8,000,000.00	7,885,841.12	98.91	7,912,843.76	168	4.90%
FHILB	Aa1/AA+	4.65%	02/23/26	03/07/24	7,000,000.00	7,002,231.27	100.26	7,017,906.21	176	4.58%
FHILB	Aa1/AA+	4.88%	03/13/26	05/14/24	15,000,000.00	14,998,557.81	100.46	15,069,738.75	194	4.90%
FFCB	Aa1/AA+	4.63%	04/01/26	05/14/24	5,000,000.00	4,992,661.40	100.40	5,019,791.85	213	4.89%
US Treasury	Aa1/AA+	3.75%	04/15/26	07/03/24	10,000,000.00	9,938,161.24	99.85	9,985,273.40	227	4.80%
FAMCA		4.72%	05/12/26	07/15/24	14,000,000.00	14,000,000.00	100.49	14,069,163.08	254	4.72%
US Treasury	Aa1/AA+	3.63%	05/15/26	09/25/24	1,000,000.00	1,000,067.26	99.78	997,769.53	257	3.61%
US Treasury	Aa1/AA+	4.13%	06/15/26	07/03/24	10,000,000.00	9,954,178.37	100.13	10,013,281.20	288	4.74%
US Treasury	Aa1/AA+	4.63%	06/30/26	10/31/24	5,000,000.00	5,017,159.18	100.54	5,027,148.45	303	4.19%
FAMCA		3.60%	07/27/26	09/26/24	15,000,000.00	15,000,000.00	99.72	14,957,981.85	330	3.60%
FAMCA		4.18%	08/04/26	11/01/24	15,000,000.00	15,000,000.00	100.22	15,033,650.25	338	4.18%
US Treasury	Aa1/AA+	4.63%	09/15/26	01/29/25	7,000,000.00	7,028,862.85	100.78	7,054,910.73	380	4.21%
US Treasury	Aa1/AA+	3.50%	09/30/26	10/31/24	8,000,000.00	7,946,139.57	99.62	7,969,687.52	395	4.15%
US Treasury	Aa1/AA+	4.13%	10/31/26	01/29/25	15,000,000.00	14,983,619.39	100.31	15,046,875.00	426	4.22%
FAMCA		4.04%	11/05/26	03/05/25	8,000,000.00	8,000,000.00	100.17	8,013,981.84	431	4.04%
US Treasury STRIPS	Aa1/AA+	0.00%	11/15/26	01/29/25	7,000,000.00	6,657,178.05	95.69	6,697,975.06	441	4.26%
US Treasury	Aa1/AA+	4.25%	12/31/26	03/10/25	15,000,000.00	15,056,552.27	100.59	15,088,476.60	487	3.95%
US Treasury	Aa1/AA+	4.13%	01/31/27	03/10/25	9,000,000.00	9,021,316.27	100.49	9,043,945.29	518	3.95%
FAMCA		4.22%	02/10/27	03/03/25	15,000,000.00	15,035,283.81	100.53	15,080,231.55	528	4.05%
US Treasury	Aa1/AA+	4.25%	03/15/27	03/10/25	15,000,000.00	15,070,214.45	100.78	15,116,601.60	561	3.93%
US Treasury	Aa1/AA+	4.50%	04/15/27	06/11/25	15,000,000.00	15,110,299.04	101.23	15,185,156.25	592	4.02%
US Treasury	Aa1/AA+	4.50%	05/15/27	06/11/25	15,000,000.00	15,117,164.17	101.32	15,198,046.80	622	4.02%
US Treasury	Aa1/AA+	4.63%	06/15/27	08/27/25	14,000,000.00	14,221,223.01	101.63	14,227,500.00	653	3.70%
					\$ 452,283,842.03	\$ 452,277,819.63		\$ 453,097,562.35	240	4.29%



Review and Discussion of Economic Impact Study of South Texas College for Fiscal Year 2023 - 2024

Purpose	To review and discuss the Economic Impact Study of South Texas College for Fiscal Year 2023-2024.
Justification	<p>The last Economic Impact Study was conducted in Fiscal Year 2013-2014; therefore, a new assessment is needed to identify the current value of the College to the regional economy.</p> <p>The Economic Impact Study was conducted by Lightcast, and provides clarity on the role of the College in the economic development and investment analysis of Hidalgo and Starr counties, increasing the residents' awareness of the College's commitment to the area.</p> <p>Michael Gilman will provide a summary of the findings presented in Appendix A.</p>
Enclosed Documents	Appendix A – Economic Impact Study of South Texas College for Fiscal Year 2023-2024 Presentation.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Myriam Lopez, Associate Vice-President - Finance and Management
Recommendation	No action was required from the Committee. This item was presented for information purposes.

FY 2023-24



**SOUTH TEXAS
COLLEGE**

The Economic Value of South Texas College

ANALYSIS OF THE ECONOMIC IMPACT
AND RETURN ON INVESTMENT OF EDUCATION




Lightcast & Community Colleges

20+ years working with higher education institutions


3,000+ economic impact studies completed

2.7M students used Lightcast's Career Coach tool in 2023

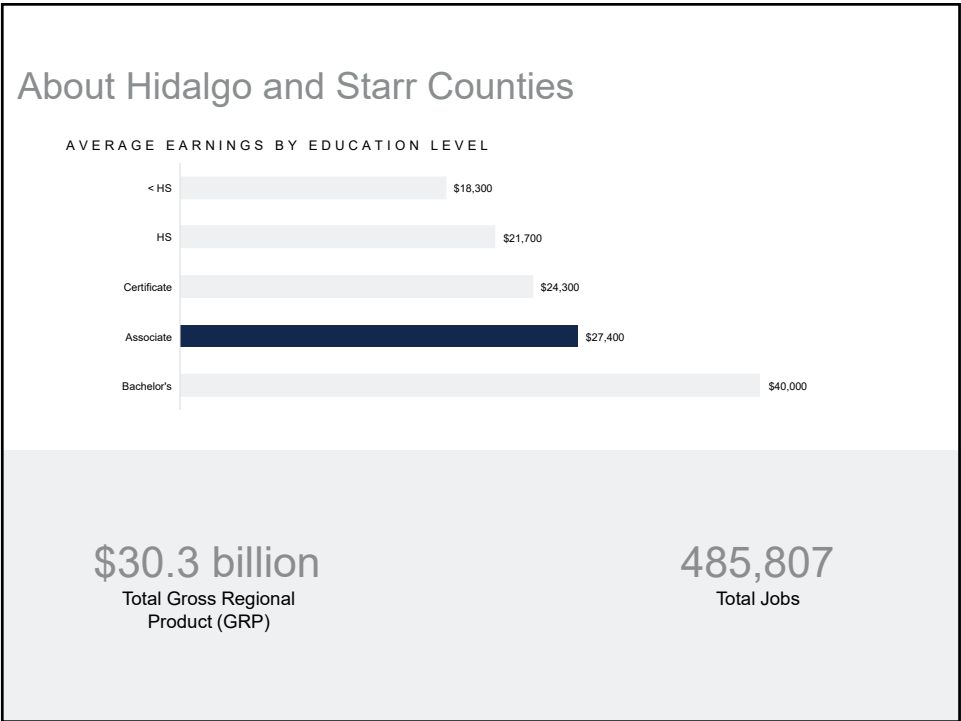
8 of 10 2023 Aspen Prize finalists are Lightcast customers

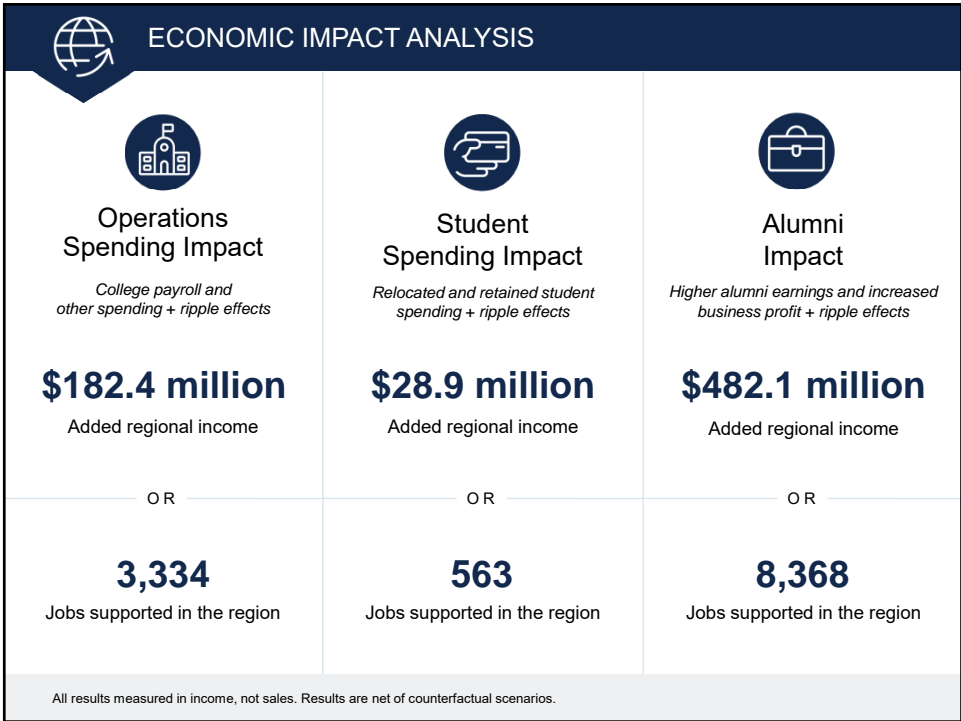
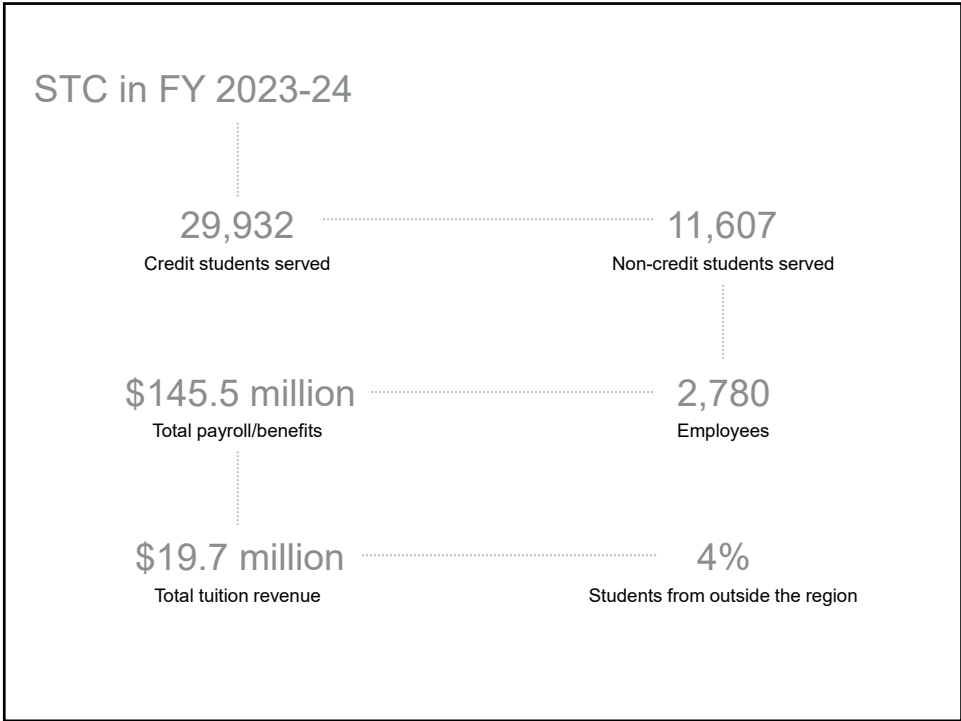


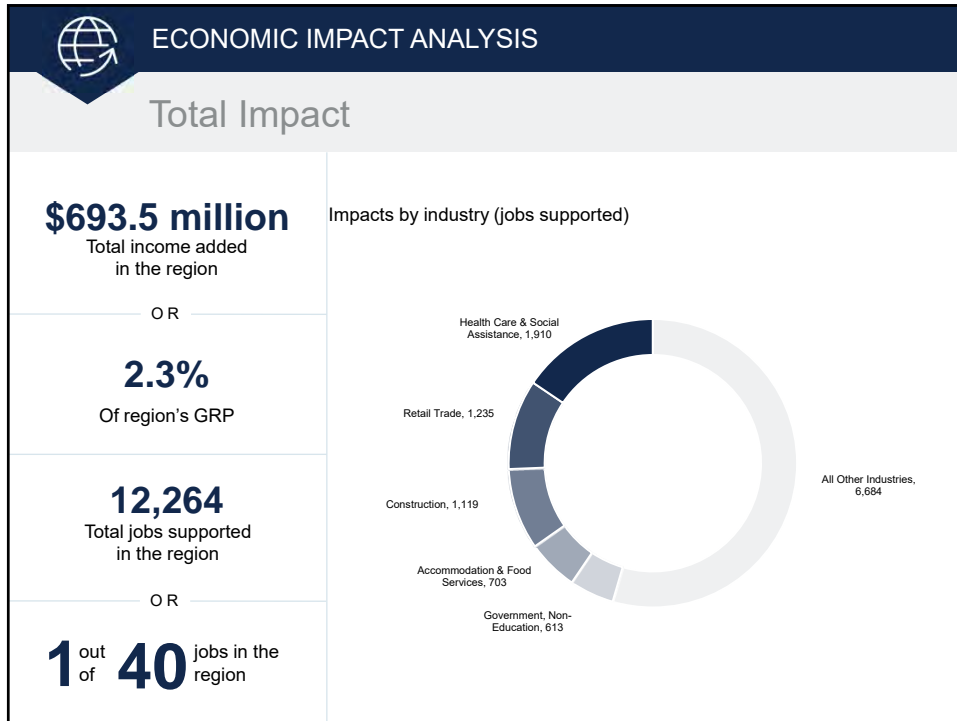
What is an
ECONOMIC IMPACT ANALYSIS?
Measures how an event or institution affects the local economy







What is an
INVESTMENT ANALYSIS?
A comparison of the costs and benefits to determine the return on investment

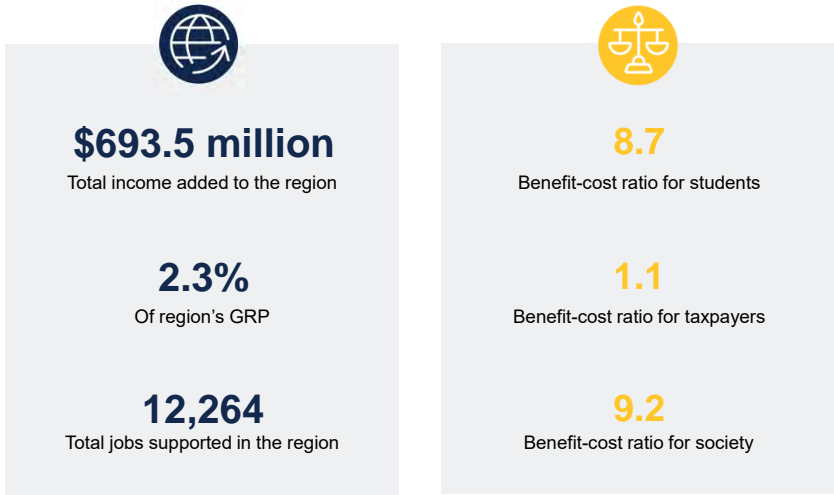




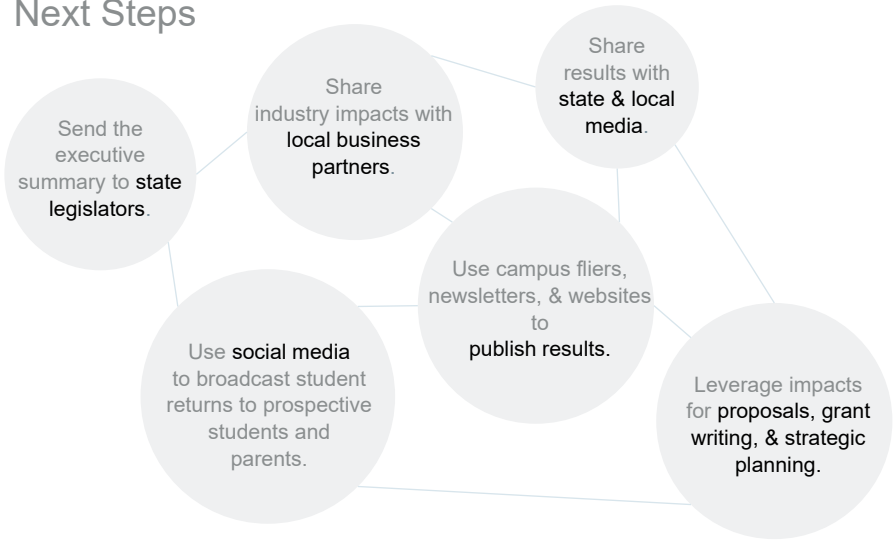


 INVESTMENT ANALYSIS		
 <p>Student Perspective</p> <p>\$463.8 million <i>Benefit: Higher future earnings</i></p> <p>\$53.5 million <i>Cost: Tuition, supplies, opportunity cost</i></p>	 <p>Taxpayer Perspective</p> <p>\$192.1 million <i>Benefit: Future tax revenue, government savings</i></p> <p>\$169.2 million <i>Cost: State and local funding</i></p>	 <p>Social Perspective</p> <p>\$2.5 billion <i>Benefit: Growth in state economic base, future earnings, tax revenue, and private and social savings</i></p> <p>\$273.9 million <i>Cost: All college and student costs</i></p>
<p>8.7 Benefit/cost ratio</p>	<p>1.1 Benefit/cost ratio</p>	<p>9.2 Benefit/cost ratio</p>
<p>22.5% Rate of return</p>	<p>1.3% Rate of return</p>	<p>n/a* Rate of return</p>
<p><small>Future benefits are discounted to the present. * The rate of return is not reported for the social perspective because the beneficiaries are not necessarily the same as the original investors.</small></p>		

Overview of results



Next Steps



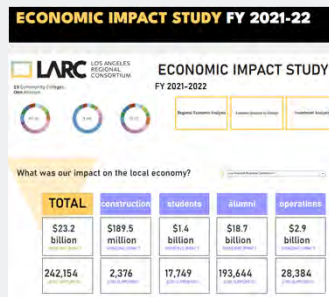
HOW CAN LIGHTCAST HELP?	Lightcast's press packet	Ongoing presentations from your Lightcast economist	Email/call us anytime
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Share your results

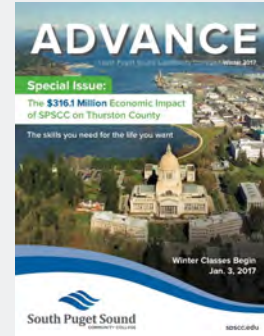
Combine your results with other institutional highlights to create a fact sheet.



Create a web page that includes written highlights, animations, and videos.



Include your results in your periodic publications.



Share your results

Create a press release or hold a press conference to share results with your state and local media.



Use social media to share results with prospective students and your community.



Use your study to help secure additional funding.



The results of this study
were prepared by



For a copy of the report, please contact STC.

Discussion and Action as Necessary on Combining Committee Meetings and Board meeting for November 18, 2025 and No Meetings in December 2025

Purpose Administration requests Board approval to combine the November 11, 2025 Committee Meetings and the November 25, 2025 Board meeting into one Special Board meeting to be held on Tuesday, November 18, 2025 at 5:30 p.m. and that no meetings be held in December 2025.

Justification Administration is requesting that the November 11, 2025 Committee meetings and the November 25, 2025 Board meeting be combined into one Special Board Meeting on Tuesday, November 18, 2025. The original schedule calls for a Board meeting right before the Thanksgiving holiday.

By combining the meetings into one, the College staff and the Board of Trustees can forgo meetings right before the Thanksgiving holiday.

Administration is also requesting that there be no meetings held in December as the month is a short one due to the Commencement Ceremonies and the Winter Break.

Administration requests that the normal meeting schedule be resumed in January 2026.

Funding No funding is required.

Enclosed Documents None.

Staff Resource Ms. Venisa Earhart, Board Relations Administrator

Recommendation ***It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:***

The Board of Trustees of South Texas College approves and authorizes to combine the November 11, 2025 Committee Meetings and the November 25, 2025 Board meeting into one Special Board meeting to be held on Tuesday, November 18, 2025 at 5:30 p.m. and that no meetings be held in December 2025 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Review of Presentations Delivered to Education and Workforce Committee

The following presentation was delivered to the Finance, Audit, and Human Resources Committee on Tuesday, October 14, 2025:

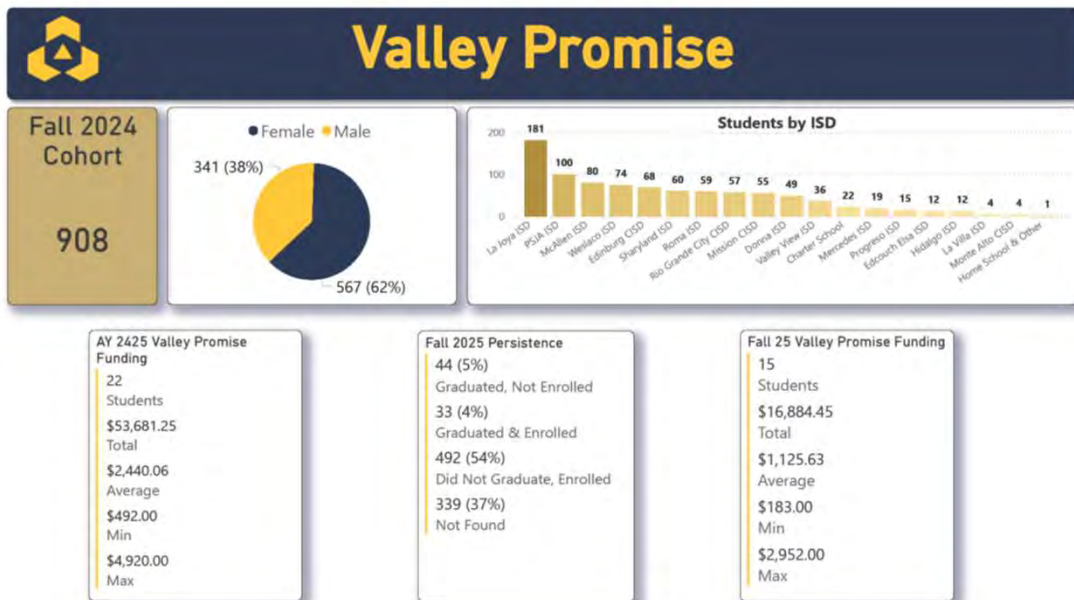
Presentation on Valley Promise Update

Purpose	Dr. Matthew Hebbard, Vice President for Student Affairs & Enrollment Management and Melissa Peña-Montes, Director of Promise & Enrollment Management will present an update on Valley Promise.
Justification	<p>The Valley Promise initiative continues to advance regional efforts to expand college access and strengthen student pathways from high school to higher education. The Fall 2025 cohort includes over 2,800 student pledges, representing strong participation from partner school districts across Hidalgo and Starr counties.</p> <p>Through enhanced outreach, coordinated advising, and financial support, the Valley Promise is helping students transition more smoothly into college and persist toward completion. The recently launched Promise Dashboard now provides schools and college staff with real-time data to monitor student progress and improve collaboration across the region.</p>
Enclosed Documents	PowerPoint presentation.
Funding	No funds are required.
Staff Resource	Dr. Matthew Hebbard, Vice President for Student Affairs & Enrollment Management and Melissa Peña-Montes, Director of Promise & Enrollment Management
Recommendation	No action is necessary on this item.

Valley Promise Enrollment Data



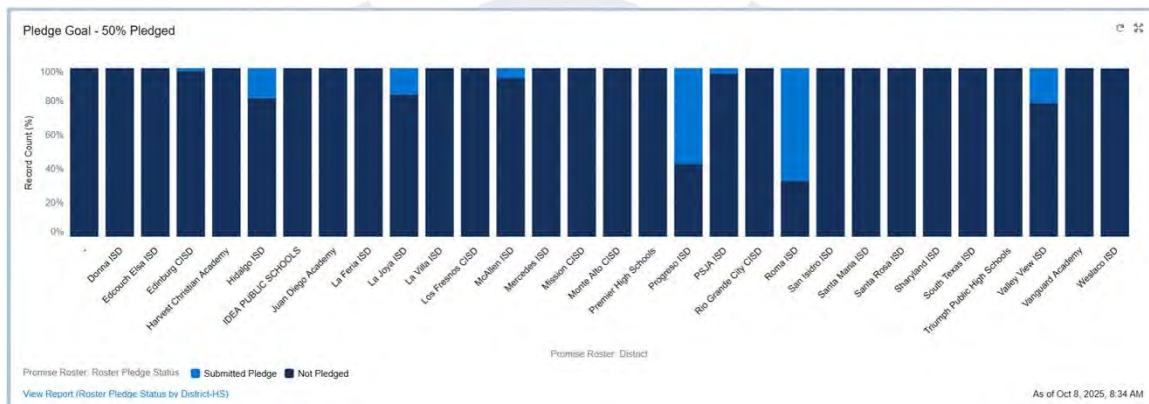
2024 Promise Cohort



Spring to Summer 2025 Data

Registration Pop-Ups (Community Events)	Summer Metrics 2025
Total hosted:	1:1 Appointments with Recruiting Specialist:
13 Registration Pop-Up events	285
Event Data:	Student Walk-Ins with Recruiting Specialist:
258 Attendant (59.7% attendance rate)	207
432 RSVP	Students Pledged and Completed Registration:
	357

Salesforce Overview



Promise Enrollment Data

	Class of 2024	Class of 2025	Class of 2026 Actuals (as of 10/8/2025)	2026 EMS & STC Goals
Class Size	12,268	14,716	10,753	9,123* (as of 10/1/2025)
Promise Pledge	1,144	3,792	650	4,561(50%)
Applications Matched	1,138	3,792	650	4,561(50%)
Financial Aid Matched	1,112	3,006	*March 2026 data will be updated*	4,561(50%)
Enrollment	908	1,840	*March 2026 data will be tracked*	2,280 (25%)

Presentation on The Power of Partnerships: Expanding Opportunities through Dual Credit Programs

Purpose	Dr. Rebecca De Leon, Associate Vice President for Dual Credit Programs and School District Partnerships, will present a strategic update on the College's Dual Credit Programs. The presentation will highlight program growth, and the ongoing efforts to strengthen partnerships with school districts, enhance instructional quality, and support student success.
Justification	<p>South Texas College continues to lead in expanding college access through its Dual Credit Programs, which has served 150,000 students across Hidalgo and Starr counties. Our tuition waived courses provide early pathways to higher education and over the past twenty-six years have opened doors for students to earn a college credential while in high school.</p> <p>Dr. Rebecca De Leon will present an overview of the program's growth, student success, and ongoing quality improvement. The College's dual credit efforts have earned state and national recognition, reinforcing its role as a model for educational partnerships.</p>
Funding	The College is not expected to incur unrecouped costs.
Staff Resources	Dr. Rebecca De Leon, Associate Vice President for Dual Credit Programs & School District Partnerships
Recommendation	No action is necessary on this item.



THE POWER OF PARTNERSHIPS

Expanding Opportunities through Dual Credit Programs

Dr. Rebecca De Leon, Associate Vice President
Dual Credit Programs and School District Partnerships

Presented to the Education and Workforce Development Committee
October 14, 2025



Overview

- Dual Credit at South Texas College
- Student Enrollment and Completion
- Services and Engagement
- Major Highlights AY 2024-2025



Dual Credit at South Texas College is...

- ✓ A program that allows high school students to **earn college credit** while also fulfilling their high school requirements.
- ✓ College courses offered to high school students in both **academic and technical fields** that lead to a degree or certificate.
- ✓ Taught by **qualified faculty**, that have been approved by STC, with courses held at the high school sites or on the college campus.
- ✓ Dual credit students are college students and have **access to the same resources as traditional students at no cost**.
- ✓ **An opportunity for high school students to jumpstart their college and career goals - TUITION FREE.**



Since 2000,
South Texas College
 has served **150,000**
 dual credit students **tuition-free**,
 saving families over
\$464 million dollars.

26
 Years of
 Student Success

2
 Counties
 Served

11,500+
 Dual Credit
 Students

500+
 Qualified
 Faculty

21
 School
 Districts

70
 High
 Schools

1,400+
 Course
 Sections

140+
 Unique
 Courses

Dual Credit Options



1

Dual Credit Courses

Earn college credit hours towards STC core curriculum courses (basics).

2

Career and Technical Education Programs

Earn a certificate and/or associate degree in high-demand technical careers.

3

Designated High Schools

Earn college credit hours up to an associate degree (ECHS and P-TECH).

4

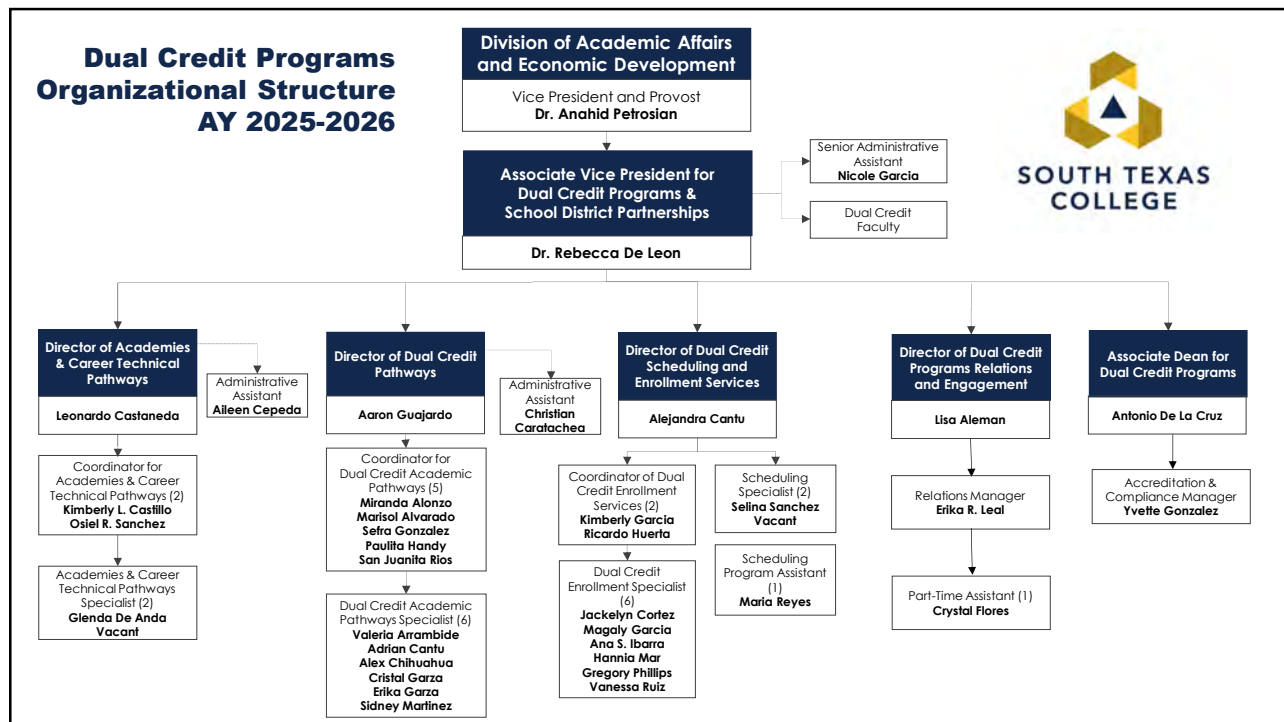
Academy Programs

Earn an associate degree in the Business Administration, Criminal Justice, Engineering, or Medical Science fields.

History of Success

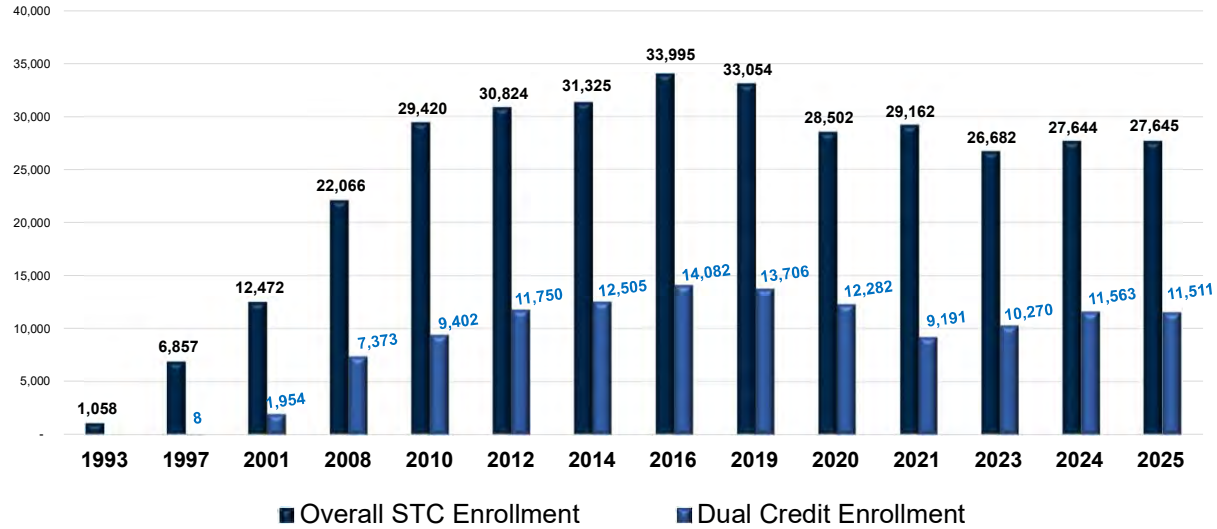
- South Texas College is the **first and only nationally accredited** dual credit programs in Texas.
- College courses delivered at high schools by dual credit faculty are held to the **same high standards of academic quality and rigor** as those taught on college campuses.





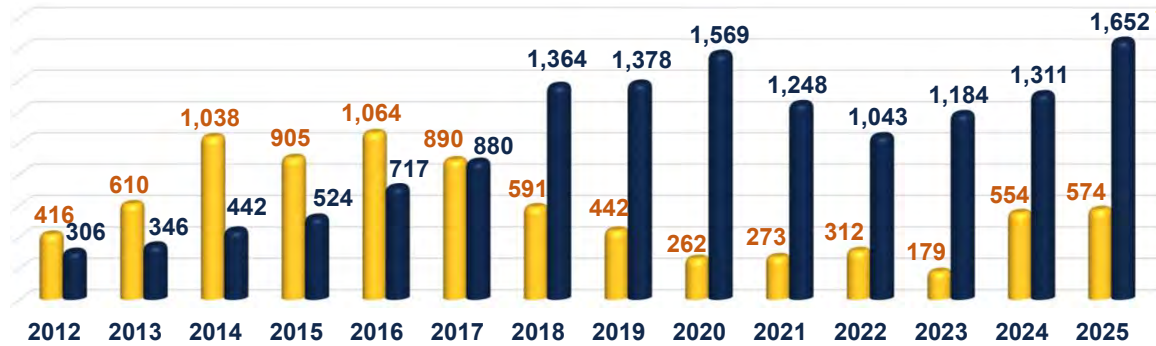
Enrollment and Completion Historical Trends

South Texas College Enrollment: Fall 1993 – Fall 2025



Dual Credit Graduates Certificate and Associate Degrees: AY 2012-2025

36% (1,652 out of 4,618) of participating Dual Credit High School Seniors earned an Associate Degree during Academic Year 2024-2025.



SOUTH TEXAS COLLEGE

■ Certificate

■ Associate Degree

*Dual Credit Graduates
Awarded as of July 2025

Services and Engagement Overview



Dual Credit Programs SERVICES



Course Scheduling

Application Drives and Enrollment Services

Student Advising and Success Workshops

Graduation and Matriculation

Community Engagement and Information Sessions

Faculty Hiring PROCESS



- **Prepare to Become a Dual Credit Faculty Workshop** established in Fall 2022.
- **Target audience includes high school teachers** interested in becoming a Dual Credit Faculty for the upcoming academic year or in the future.
- **Application Process:**
 - Annual application deadlines are April 1 and October 1.
 - Dual Credit Programs collaborates with Human Resources and Program Chairs.



Professional DEVELOPMENT



South Texas College Dual Credit Programs offers annual professional development events to ensure continuous improvement for faculty teaching dual credit courses.

FALL 2025	EVENT	ATTENDEES
August 21	Full-Time Faculty Teaching Dual Credit Courses Professional Development Day	180
August 23	Dual Credit Faculty Professional Development Day	290

SPRING 2026	
January 17	Dual Credit Faculty Professional Development Day
February 7	Prepare to Become a Dual Credit Faculty Workshop



Partnership ENGAGEMENT



Dual Credit Programs hosts annual engagement events to strengthen partnerships and provide critical updates regarding dual credit.

FALL 2025	EVENT	ATTENDEES
September 18	Superintendents Meeting	68
September 19	Principals and Counselors Meeting	160
	Counselors Roundtable & Academies Program Update	61
October 30	CTE Leadership Meeting and Program Showcase	
SPRING 2026	EVENT	
January 22	ISD Board Appreciation Event	
February 5	Advisory Committee Meetings: Academic and CTE	
February 15-17	Summit for Dual Credit Programs	
February 25	Dual Credit Pathways Counselors Symposium	
March 24	Public Information Officers Meeting	

Major Highlights

Academic Year 2024-2025



Outreach and Success

- Enrollment Services hosted **137 ApplyTexas** events, assisting **7,246 dual credit students**.
- Pathways Department hosted over **6,000 individual advising sessions** and conducted **3,245 presentations**.
- Dual Enrollment Academy Program students offered **\$4,081,048 in scholarships from 53 transfer universities**.



CTE Program Expansion



- 1st Dual Credit Cohort from Roma ISD: 10 students
Earned **EMT Basic Certificate**
- 1st **Fire Academy** Cohort from Mission CISD: 6 students
Earned Basic Firefighter Certificate



**Thank you for your
continued support.**



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

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

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

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

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

- a. Approval to Offer the Proposed Dental Hygiene Associate of Applied Science Degree Program in Fall 2026
- b. Approval to Offer the Proposed Information Systems Associate of Applied Science Degree in Spring 2026

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approve and authorize items a- b of the Education and Workforce Committee Consent Agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis

President

Consent agenda:

a. Approval to Offer the Proposed Dental Hygiene Associate of Applied Science Degree Program in Fall 2026

Purpose	Administration seeks a committee recommendation for Board approval to finalize and offer the Dental Hygiene Associate of Applied Science program in Fall 2026.
Justification	<p>Administration has undertaken an extensive review of the proposed new program, including determination of occupational need, student demand, and a survey of competing programs in our service area.</p> <p>This high-demand program will prepare graduates for licensure and a career as a dental hygienist. This will be a competitive-entry program, following a point-based process for each cohort.</p> <p>The Credential Development Proposal outlining the program need, enrollment management plan, curriculum & course descriptions, program learning outcomes, and budget projections are available upon request.</p>
Enclosed Documents	The Credential Development Proposal is available upon request.
Funding	<p>Given the initial and ongoing operating expenses associated with this type of program, the College does not expect this program to generate net positive revenue for the first five years; however, its operating costs will be sustained through revenues from other programs.</p> <p>Start-up equipment costs have been supported through a \$1,000,000 grant from the U.S. Department of Labor.</p>
Staff Resources	<p>Ms. Christina Cavazos, Associate Dean for Curriculum, Planning & Compliance</p> <p>Ms. Janis Lopez, Dental Hygiene Faculty</p>
Recommendation	The Committee recommended Board approval to finalize and offer the Dental Hygiene Associate of Applied Science program in Fall 2026.



DENTAL HYGIENE

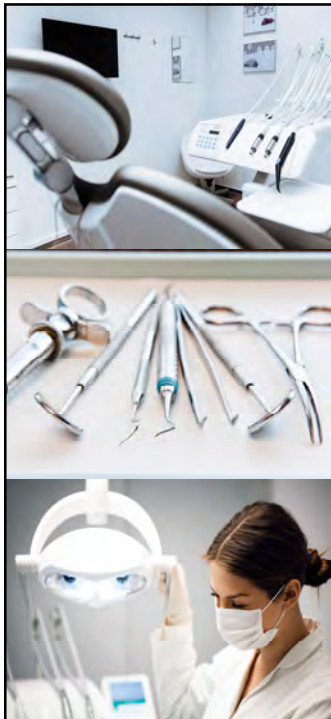
ASSOCIATE OF APPLIED SCIENCE

Presenters:

Christina Y. Cavazos, Associate Dean – Curriculum, Planning & Compliance

Janis Lopez, Faculty - Dental Hygiene

Dr. Margo Vargas-Ayala, Interim Dean - Health Science Professions



Outline



- Program Objective
- Approval/Review Process
- Occupational Need
- Student/Program Demand
- Projected Outcomes & Funding
- Advisory Committee Membership
- Proposed Curriculum

Program Objective



Dental Hygiene Associate of Applied Science will:

- **Prepares** graduates for preventive **dental care**;
- Provide hands-on **experience** to obtain **clinical skills** for performing oral health assessments and screenings, obtain and interpret x-rays, and monitor periodontal health;
- Provide graduates **employment** opportunities in private dental offices, hospitals, clinics, and community health organizations.



Approval/Review Process



APPROVAL/REVIEW PROCESS

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

Program Development Checklist



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

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

Program Demand

- Occupational Need
- Student Demand
- Existing Programs

Projected Outcomes

- Declared Majors
- Number of Graduates

Occupational Need



Occupational Growth	Occupational growth in the field of Dental Hygiene/Hygienist* for the South Texas region** is projected to be 19.90% between 2025 to 2035. Occupational growth for the state of Texas is projected to be 18.1% .
Number of New Jobs	In Texas , approximately 3,002 new jobs in the field of Dental Hygienist* are expected between 2025 to 2035. In the region , approximately 66 jobs are expected.
Pay Level	In the South Texas region, the projected median pay level for professionals in this field* is \$36.61 an hour. The U.S Bureau of Labor Statistics reports a median hourly wage of \$40.80 for Dental Hygienist.

* Lightcast™ and Bureau of Labor Statistics reports reference Dental Hygienist.

Student Demand



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

Student survey administered to 10,000 students:

- **77%** felt it sounded like a good-paying job
- **66%** felt it sounded like a job that would make their family proud
- **70%** felt it sounded like the kind of job that employers are hiring for in the Rio Grande Valley

Existing Programs



- **Del Mar College:** approximately 158 miles from McAllen
 - Associate of Applied Science in Dental Hygiene
- **Austin Community College:** approximately 314 miles from McAllen
 - Associate of Applied Science in Dental Hygiene
- **Texas State Technical College-Harlingen:** approximately 36 miles from McAllen
 - Associate of Applied Science in Dental Hygiene

Projected Enrollment



Projected Declared Majors in Associate of Applied Science – Dental Hygiene

Years	AY2027	AY2028	AY2029	AY2030	AY2031
	10	12	14	16	18

Projected Number of Graduates

Years	AY2027	AY2028	AY2029	AY2030	AY2031
	0	9	11	13	14

Performance-Based Funding (HB8)



The projected funding for the **Dental Hygiene/Hygienist** based on projected number of graduates:

State Appropriations	Year 1	Year 2	Year 3	Year 4	Year 5	Total
No. of Unduplicated Students	0	9	11	13	14	
Associate @\$4,500 per student)	-	\$40,500	\$49,500	\$58,500	\$63,000	
Total Funding Reimbursement	-	-	\$40,500	\$49,500	\$58,500	\$148,500



Advisory Committee Membership

Cathy Gomez
Office Manager
The Lakes Family Dental

Julie Kroeker, RDH
Dental Hygienist
Castillo Cosmetic & Family

Carla Jean Morales, DDS
General Dentist
MedPoint Dental PA

Melissa Uriegas, DDS
General Dentist
Uriegas Dentistry

Diego Garza, RDH
Dental Hygienist
MedPoint Dental PA

Philip Guerrero, RDH
Dental Hygienist
Uriegas Dentistry

Jorge Castillo, DDS
General Dentist
J. Castillo Cosmetic & Family

Proposed Curriculum



TSI Liable					
Pre-requisites	Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
BIO1 2801 Anatomy & Physiology I*	3	3	0	96	4
BIO1 2802 Anatomy & Physiology II	3	3	0	96	4
ENGL 1301 Composition I*	3	0	0	48	3
CHEM 1405 Introductory Chemistry I for Non-Science Majors or CHEM 1411	3	3	0	96	4
Total Semester Hours:	12	9	0	336	15
Semester One					
	Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
BIO1 2429 Microbiology for Non-Science Majors	3	3	0	96	4
DRVG 1201 Oral Anatomy, Histology & Embryology	1	3	0	64	2
DRVG 1204 Dental Radiology	2	3	0	80	3
DRVG 1227 Preventive Dental Hygiene Care	1	3	0	64	2
DRVG 1331 Preclinical Dental Hygiene	1	6	0	112	3
Total Semester Hours:	8	18	0	416	14
Semester Two					
	Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
DRVG 1207 General & Dental Nutrition	2	0	0	32	2
DRVG 1335 Pharmacology for the Dental Hygienist	3	0	0	48	3
DRVG 1360 Clinical-Dental Hygiene/Hygienist I	0	0	10	160	3
DRVG 1211 Periodontology	1	3	0	64	2
Elective Hours* (PHIL 2306 Introduction to Ethics Preferred)	3	0	0	48	3
Total Semester Hours:	9	3	10	352	13
Semester Three					
	Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
DRVG 2301 Dental Hygiene Care I	3	1	0	64	3
PSYC 2301 General Psychology OR PSYC 2314 Lifespan Growth & Development*	3	0	0	48	3
DRVG 1219 Dental Materials	2	1	0	48	2
DRVG 2361 Clinical-Dental Hygiene/Hygienist II	0	0	11	176	2
Total Semester Hours:	8	2	11	336	10
Semester Four					
	Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
DRVG 1215 Community Dentistry	1	3	0	64	2
DRVG 1239 General and Oral Pathology	2	1	0	48	2
DRVG 2231 Dental Hygiene Care II	1	3	0	64	2
DRVG 2362 Clinical-Dental Hygiene/Hygienist III	0	0	14	224	3
Total Semester Hours:	4	7	14	400	9
Semester Five					
	Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
DRVG 2153 Dental Hygiene Practice	1	1	0	32	1
DRVG 2361 Clinical-Dental Hygiene/Hygienist IV	0	0	14	224	3
SOCI 1301 Introductory Sociology*	3	0	0	48	3
Total Semester Hours:	4	1	14	304	7
Existing Courses					
					Total Contact Hours: 2144
					Total Credit Hours: 68

Note: Curriculum revisions pending approval from College-Wide Curriculum Committee.

QUESTIONS



Consent agenda:

b. Approval to Offer the Proposed Information Systems Associate of Applied Science Degree in Spring 2026

Purpose	Administration seeks a committee recommendation for Board approval to finalize and offer the Information Systems Associate of Applied Science degree in Spring 2026.
Justification	<p>Administration has undertaken an extensive review of the proposed new degree, including determination of occupational need, student demand, and a survey of competing programs in our service area.</p> <p>This program will provide students with a robust foundation in the principles and practices of modern information technology, opening career and educational pathways including:</p> <ul style="list-style-type: none">• Web and Digital Interface Designer• Computer User Support Specialist• Computer Systems Analyst• Matriculation into the Bachelors of Applied Technology in Computer Information Technologies Program <p>The Credential Development Proposal outlining the program need, enrollment management plan, curriculum & course descriptions, program learning outcomes, and budget projections are available upon request.</p>
Enclosed Documents	The Credential Development Proposal is available upon request.
Funding	The College anticipates that this degree will begin generating positive net revenue by its second year of operation.
Staff Resources	<p>Ms. Christina Cavazos, Associate Dean for Curriculum, Planning & Compliance</p> <p>Ms. Angelita Teniente, Chair – Information Technology</p>
Recommendation	The Committee recommended Board approval to finalize and offer the Information Systems Associate of Applied Science degree in Spring 2026.

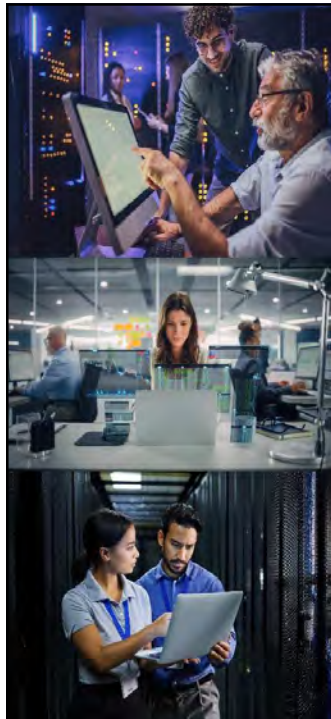


INFORMATION SYSTEMS

ASSOCIATE OF APPLIED SCIENCE

Presenters:

Christina Y. Cavazos, Associate Dean – Curriculum, Planning & Compliance
Angelita Teniente, Department Chair, Information Technology



Outline



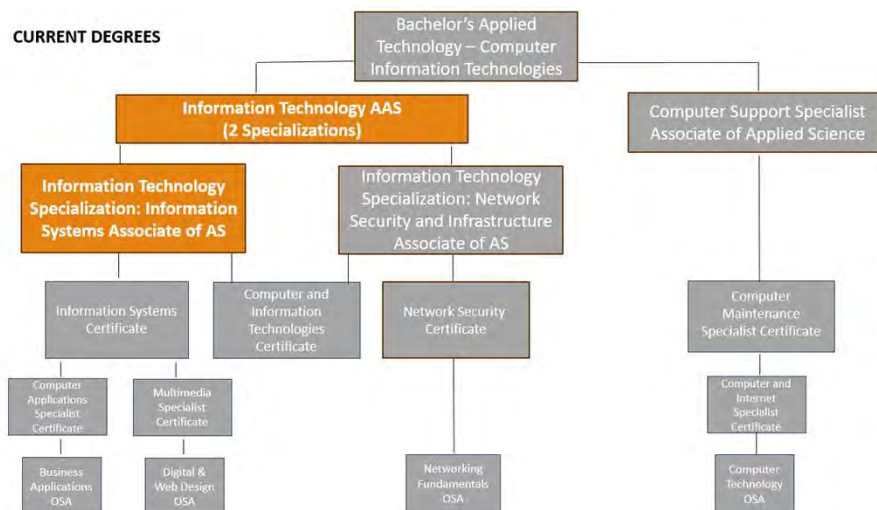
- Background
- Educational Pathways
- Program Objective
- Approval/Review Process
- Occupational Need/Student Demand
- Projected Outcomes & Funding
- Advisory Committee Membership
- Proposed Curriculum

Background



- Currently, the **Information Systems** degree is offered as one of the specializations under Information Technology AAS Program.
- Proposed program will transition from a specialization to a standalone credential and it requires governing board approval in accordance with THECB rules.
- A **standalone** degree would:
 - Enable a more robust curriculum without restriction to 50% shared coursework;
 - Allows the department to incorporate more AI-focused courses, responding to industry demands and student interest;
 - Strengthens articulation into our Bachelor of Applied Technology – Computer Information Technologies with alignment of curriculum.

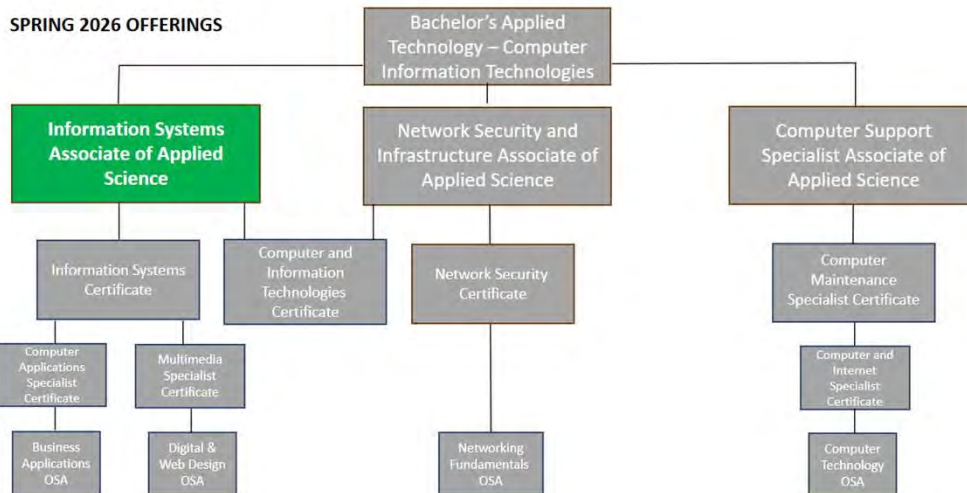
Educational Pathways



Educational Pathways



SPRING 2026 OFFERINGS



Program Objective



The Information Systems Associate of Applied Science will:

- Provide students with a robust foundation in the principles and practices of **modern information technology**;
- Emphasize the **development** of technical skills in software applications, **operating systems**, programming, digital publishing, interactive media, project management, **artificial intelligence**, and IT support;
- Provide **practical experience** in designing and managing IT solutions, creating digital content, **developing web and database applications**, and supporting users in a professional environment.



Approval/Review Process



APPROVAL/REVIEW PROCESS

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

Program Development Checklist



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

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

Program Demand

- Occupational Need
- Student Demand
- Existing Programs
- Educational Pathways

Projected Outcomes

- Declared Majors
- Number of Graduates

Occupational Need



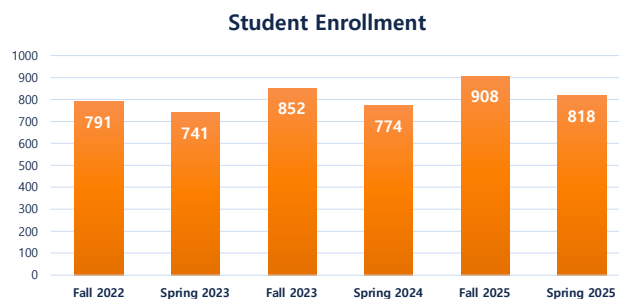
Occupational Growth	Occupational growth in this field* for the South Texas region** is projected to be 17.63% between 2025 to 2035. Occupational growth for the state of Texas is projected to be 20.0% .
Number of New Jobs	In Texas , approximately 22,986 new jobs in this field * are expected between 2025 to 2035. In the region , approximately 219 jobs are expected.
Pay Level	In the South Texas region, the projected median pay level for professionals in this field* is \$28.28 an hour. The U.S Bureau of Labor Statistics reports a median hourly wage of \$52.32 for Web and Digital Interface Designers, a median hourly wage of \$30.60 for Computer User Support Specialists, and a median hourly wage of \$53.27 for Computer Systems Analysts.

* Lightcast™ and Bureau of Labor Statistics reports reference the following groups: Web and Digital Interface Designers, Computer User Support Specialists, and Computer Systems Analysts.

Student Demand



Student demand exists and is documented through enrollment data in existing coursework, which accounts for **87%** of the proposed curriculum.



Existing Programs



- **Texas Southmost College:** approximately 59 miles from McAllen
 - Associate of Applied Science in Computer Information Systems
- **Brazosport College:** approximately 321 miles from McAllen
 - Associate of Applied Science in Information Systems Technology Specialist
- **Southwest Texas College:** approximately 290 miles from McAllen
 - Associate of Applied Science in Computer Information Systems

Projected Enrollment



Projected Declared Majors in Associate of Applied Science – Information Systems

Years	AY2027	AY2028	AY2029	AY2030	AY2031
	12	40	56	62	68

Projected Number of Graduates

Years	AY2027	AY2028	AY2029	AY2030	AY2031
	0	4	9	12	12

Performance-Based Funding (HB8)



The projected funding for the **Information Systems AAS** based on projected number of graduates:

State Appropriations	Year 1	Year 2	Year 3	Year 4	Year 5	Total
No. of Unduplicated Students	0	4	9	12	12	
Associate @\$3,500 per student)	-	\$14,000	\$31,500	\$42,000	\$42,000	
Total Funding Reimbursement	-	-	\$14,000	\$31,500	\$42,000	\$87,500



Advisory Committee Membership

Diana Berger, Operations Manager
Netsync

David M. Culberson, Chief Technology Officer
Sharyland ISD

Adan Mendoza, IT Security Analyst
Urban Strategies

Daira Natividad, Technology Solutions Specialist
City of San Juan

Maggie Pena, Chief Experience Officer
Interlace Health

Proposed Curriculum



<p>Program: Information Systems Specialization: N/A Award Title: Associate of Applied Science</p>					
<p>TSI Exempt</p>					
Semester One					
ITSC	1409	Integrated Software Applications I	Lecture Hours: 3	Lab Hours: 3	External Hours: 0
ITSC	1405	Introduction to PC Operating Systems	3	3	0
ARTC	1413	Digital Publishing I	3	3	0
ITSE	1411	Beginning Web Page Programming	3	3	0
Total Semester Hours:			12	12	0
					384
					16
Semester Two					
ITSE	1402	Computer Programming	3	3	0
		IT Elective	3	3	0
ITSW	2434	Advanced Spreadsheets	3	3	0
ITSC	1415	IT Project Management	3	3	0
Total Semester Hours:			12	12	0
					384
					16
Semester Three					
		Humanities Elective	3	0	0
Total Semester Hours:			3	0	0
					48
					3
Semester Four					
		Speech Elective	3	0	0
ITAI	1474	AI Essentials & Real-World Applications	3	3	0
		IT Elective	3	3	0
		Social and Behavioral Science Elective	3	0	0
Total Semester Hours:			12	6	0
					288
					14
Semester Five					
ENGL	1301	Composition I	3	0	0
MATH	1332	Contemporary Mathematics or MATH 1414	3	1	0
ITSC	2439	Personal Computer Help Desk Support	3	3	0
ITSC	2165	CAPSTONE: Systems Administration Practicum	0	0	10
Total Semester Hours:			9	4	10
					368
					11
Existing Courses					
				Total Contact Hours:	1472
				Total Credit Hours:	60

IT Elective Options: IMED 1145, ITSE 2409, ITSE 2402, ITCC 1414, ITSY 1442

QUESTIONS



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

The following presentation was delivered to the Finance, Audit, and Human Resources Committee on Tuesday, October 14, 2025:

Review and Discussion to Amend and Restate the Monte Alto Windpower, LLC and Monte Alto Windpower, LLC – Phase II (Terra-Gen Development Company, LLC) and South Texas College Tax Abatement Agreement

Purpose	Administration requests that the Committee review and discuss amending and restating the Monte Alto Windpower, LLC and Monte Alto Windpower, LLC – Phase II (Terra-Gen Development Company, LLC) and South Texas College tax abatement agreements. Before approving a tax abatement agreement, the Board shall hold a public hearing and provide notice at least 30 days before the scheduled time of the meeting. After adopting the Tax Abatement Guidelines and Criteria, a request to approve the Monte Alto Windpower, LLC and Monte Alto Windpower LLC – Phase II Agreements, will be presented for approval at a later time.
Justification	<p>Terra-Gen Development Company, LLC requested an amendment and restatement to the Board-approved tax abatement agreements for two (2) projects (Monte Alto Windpower, LLC and Monte Alto Windpower, LLC – Phase II). The amendments and restatements of tax abatement agreements for two (2) projects are necessary because Terra-Gen Development Company, LLC, could not meet the commencement date of the projects approved on February 22, 2022 by the College's Board of Trustees.</p> <p>According to Robert Peña, on July 22, 2025, an agreement was reached with Hidalgo County on these projects at a 50% tax rebate percentage.</p>
Enclosed Documents	Appendix A – PowerPoint Presentation
Funding	No funding.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Service Myriam Lopez, Associate Vice President – Finance and Management Ben Castillo, South Texas College Legal Counsel Robert Peña, Texas Energy Consultants
Recommendation	No action is required from the Committee. This item is presented for information and feedback to staff.



Appendix A

Amend and Restate the Monte Alto I and II Agreements



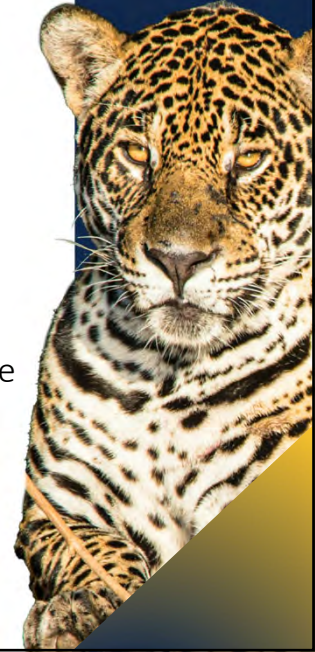
Monte Alto I Windpower, LLC

	Current Dates Agreement Board Approved on 02/22/22	Proposed Dates Requested by Terra-Gen on 11/18/2025
Commencement Date	March 31, 2023	December 31, 2026
Estimated Appraised Value	\$223,388,000	\$184,000,000



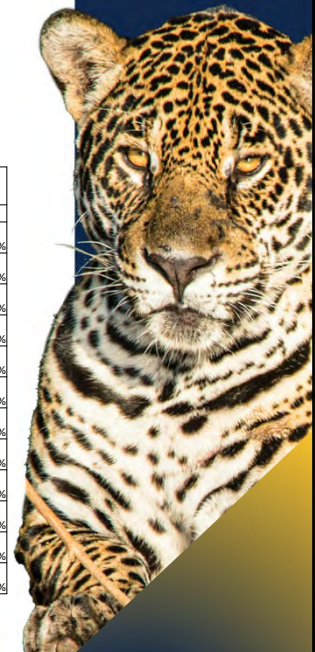
Monte Alto I Windpower, LLC

- Complete Construction of the Improvements no later than twelve (12) months from December 31, 2026
- Ten (10) annual payments in lieu of taxes of \$10,000
- Initial contribution of \$40,000 for Student Scholarships
- Create no fewer than four (4) new, permanent, full-time jobs.
- Provide health insurance to its full-time employees
- Paid the application fee of \$2,500
- Reimburse up to \$5,000 for reasonable attorney's fees



Monte Alto I Windpower, LLC Tax Abatement Percentage Scale

Appraisal Value subject to the Abatement		50% Maximum									
		Percent to be Abated									
	But less than:	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
\$ 180,000,000.00		50%	50%	50%	50%	50%	50%	50%	50%	50%	50%
\$ 175,000,000.00	\$ 180,000,000.00	49%	50%	50%	50%	50%	50%	50%	50%	50%	50%
\$ 170,000,000.00	\$ 175,000,000.00	48%	50%	50%	50%	50%	50%	50%	50%	50%	50%
\$ 165,000,000.00	\$ 170,000,000.00	47%	49%	50%	50%	50%	50%	50%	50%	50%	50%
\$ 160,000,000.00	\$ 165,000,000.00	46%	48%	49%	50%	50%	50%	50%	50%	50%	50%
\$ 155,000,000.00	\$ 160,000,000.00	45%	47%	48%	50%	50%	50%	50%	50%	50%	50%
\$ 150,000,000.00	\$ 155,000,000.00	44%	46%	47%	49%	50%	50%	50%	50%	50%	50%
\$ 145,000,000.00	\$ 150,000,000.00	43%	45%	46%	48%	50%	50%	50%	50%	50%	50%
\$ 140,000,000.00	\$ 145,000,000.00	42%	44%	45%	47%	49%	50%	50%	50%	50%	50%
\$ 135,000,000.00	\$ 140,000,000.00	41%	43%	44%	46%	48%	49%	50%	50%	50%	50%
\$ 130,000,000.00	\$ 135,000,000.00	40%	42%	43%	45%	47%	48%	49%	50%	50%	50%
\$ 125,000,000.00	\$ 130,000,000.00	39%	41%	42%	44%	46%	47%	48%	50%	50%	50%



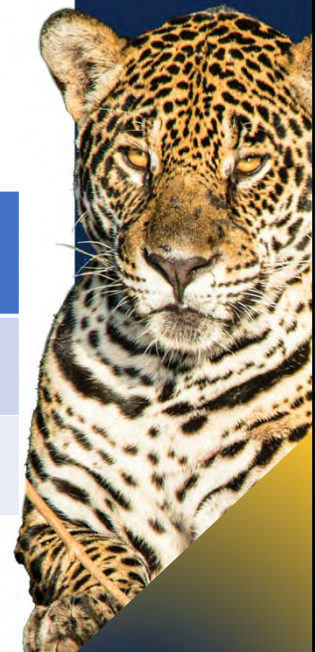
Tax Abatement Percentage Scale Continue

Appraisal Value subject to the Abatement		Percent to be Abated									
	But less than:	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
\$ 120,000,000.00	\$ 125,000,000.00		40%	41%	43%	45%	46%	47%	49%	50%	50%
\$ 115,000,000.00	\$ 120,000,000.00		39%	40%	42%	44%	45%	46%	48%	49%	50%
\$ 110,000,000.00	\$ 115,000,000.00			39%	41%	43%	44%	45%	47%	48%	50%
\$ 105,000,000.00	\$ 110,000,000.00				40%	42%	43%	44%	46%	47%	49%
\$ 100,000,000.00	\$ 105,000,000.00				39%	41%	42%	43%	45%	46%	48%
\$ 95,000,000.00	\$ 100,000,000.00					40%	41%	42%	44%	45%	47%
\$ 90,000,000.00	\$ 95,000,000.00						40%	41%	43%	44%	46%
\$ 85,000,000.00	\$ 90,000,000.00							40%	42%	43%	45%
\$ 80,000,000.00	\$ 85,000,000.00								41%	42%	44%
\$ 75,000,000.00	\$ 80,000,000.00								40%	41%	43%
\$ 70,000,000.00	\$ 75,000,000.00									40%	42%
\$ 65,000,000.00	\$ 70,000,000.00									39%	41%
\$ 60,000,000.00	\$ 65,000,000.00									38%	40%
\$ 55,000,000.00	\$ 60,000,000.00										39%
\$ 50,000,000.00	\$ 55,000,000.00										38%
\$ 45,000,000.00	\$ 50,000,000.00										
\$ -	\$ 45,000,000.00										



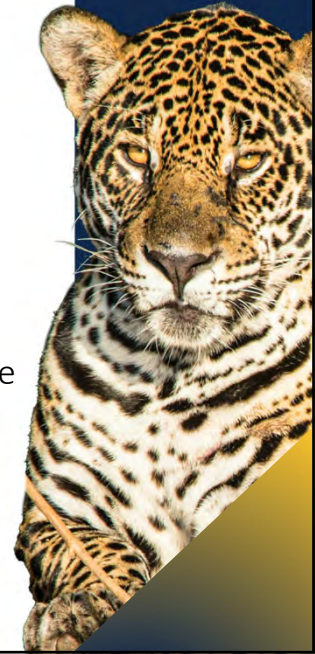
Monte Alto Windpower, LLC Phase II

	Current Dates Agreement Board Approved on 02/22/22	Proposed Dates Requested by Terra-Gen on 11/18/2025
Commencement Date	March 31, 2023	December 31, 2027
Estimated Appraised Value	\$156,000,000	\$203,000,000



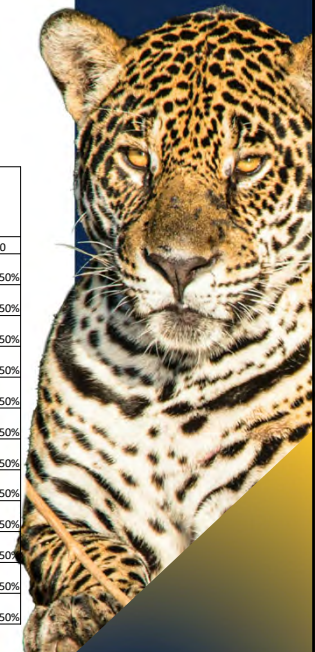
Monte Alto Windpower, LLC Phase II

- Complete Construction of the Improvements no later than fourteen (14) months from December 31, 2027
- Ten (10) annual payments in lieu of taxes of \$10,000
- Initial contribution of \$40,000 for Student Scholarships
- Create no fewer than four (4) new, permanent, full-time jobs.
- Provide health insurance to its full-time employees
- Paid the application fee of \$2,500
- Reimburse up to \$5,000 for reasonable attorney's fees



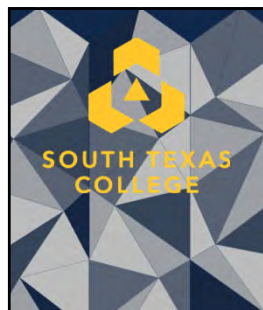
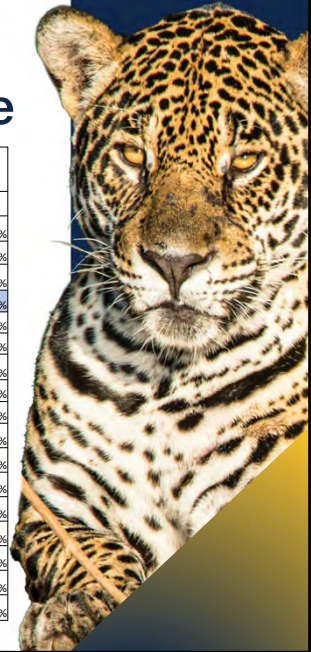
Monte Alto Windpower, LLC Phase II Tax Abatement Percentage Scale

		50% Maximum									
Appraisal Value subject to the Abatement		Percent to be Abated									
	But less than:	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
\$ 200,000,000.00		50%	50%	50%	50%	50%	50%	50%	50%	50%	50%
\$ 195,000,000.00	\$ 200,000,000.00	49%	50%	50%	50%	50%	50%	50%	50%	50%	50%
\$ 190,000,000.00	\$ 195,000,000.00	48%	50%	50%	50%	50%	50%	50%	50%	50%	50%
\$ 185,000,000.00	\$ 190,000,000.00	47%	49%	50%	50%	50%	50%	50%	50%	50%	50%
\$ 180,000,000.00	\$ 185,000,000.00	46%	48%	50%	50%	50%	50%	50%	50%	50%	50%
\$ 175,000,000.00	\$ 180,000,000.00	45%	47%	49%	50%	50%	50%	50%	50%	50%	50%
\$ 170,000,000.00	\$ 175,000,000.00	44%	46%	48%	50%	50%	50%	50%	50%	50%	50%
\$ 165,000,000.00	\$ 170,000,000.00	43%	45%	47%	49%	50%	50%	50%	50%	50%	50%
\$ 160,000,000.00	\$ 165,000,000.00	42%	44%	46%	48%	49%	50%	50%	50%	50%	50%
\$ 155,000,000.00	\$ 160,000,000.00	41%	43%	45%	47%	48%	50%	50%	50%	50%	50%
\$ 150,000,000.00	\$ 155,000,000.00	40%	42%	44%	46%	47%	49%	50%	50%	50%	50%
\$ 145,000,000.00	\$ 150,000,000.00	39%	41%	43%	45%	46%	48%	50%	50%	50%	50%



Tax Abatement Percentage Scale Continue

Appraisal Value subject to the Abatement		Percent to be Abated									
	But less than:	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
\$ 140,000,000.00	\$ 145,000,000.00		40%	42%	44%	45%	47%	49%	50%	50%	50%
\$ 135,000,000.00	\$ 140,000,000.00		39%	41%	43%	44%	46%	48%	49%	50%	50%
\$ 130,000,000.00	\$ 135,000,000.00			40%	42%	43%	45%	47%	48%	50%	50%
\$ 125,000,000.00	\$ 130,000,000.00			39%	41%	42%	44%	46%	47%	49%	50%
\$ 120,000,000.00	\$ 125,000,000.00				40%	41%	43%	45%	46%	48%	49%
\$ 115,000,000.00	\$ 120,000,000.00				39%	40%	42%	44%	45%	47%	48%
\$ 110,000,000.00	\$ 115,000,000.00					39%	41%	43%	44%	46%	47%
\$ 105,000,000.00	\$ 110,000,000.00					38%	40%	42%	43%	45%	46%
\$ 100,000,000.00	\$ 105,000,000.00						39%	41%	42%	44%	45%
\$ 95,000,000.00	\$ 100,000,000.00						38%	40%	41%	43%	44%
\$ 90,000,000.00	\$ 95,000,000.00							39%	40%	42%	43%
\$ 85,000,000.00	\$ 90,000,000.00							38%	39%	41%	42%
\$ 80,000,000.00	\$ 85,000,000.00								38%	40%	41%
\$ 75,000,000.00	\$ 80,000,000.00								37%	39%	40%
\$ 70,000,000.00	\$ 75,000,000.00									38%	39%
\$ 65,000,000.00	\$ 70,000,000.00									37%	38%
\$ -	\$ 65,000,000.00										37%



Questions



Review and Discussion on Monte Cristo II Windpower, LLC (Terra-Gen Development Company, LLC) Tax Abatement Application

Purpose Administration requests that the Committee review and discuss the Monte Cristo Phase II Windpower, LLC (Terra-Gen Development Company, LLC, exclusive developer), Tax Abatement Application in order for the College to participate in the new Phase II project.

Justification Terra-Gen Development Company, LLC, the exclusive developer of Monte Cristo Phase II Windpower, LLC (The Project), has submitted the application for tax abatement for its wind-powered electric generating facilities located within Hidalgo County and South Texas College boundaries to participate in the new tax abatement agreement with the Windpower renewable energy company.

Terra-Gen submitted the application for Phase II for the Monte Cristo Windpower, LLC, with the following specs:

- Project will begin construction no later than the 4th quarter of 2027, and it is currently anticipated that construction will be completed by the 4th quarter of 2028.
- The improvements are expected to have an estimated value of approximately \$223,388,000, although the Hidalgo County Appraisal District will determine the actual value. The improvements for Monte Cristo Phase II Windpower, LLC will include:
 - ⇒ Seeking 50% abatement of taxes effective for ten (10) full calendar years beginning on January 1 of the tax year.
 - ⇒ Proposed wind power generation facilities, expected to be comprised of 236 megawatts of nameplate capacity, located in the Hidalgo County Enterprise Zone.
 - ⇒ Expected to include between 53 to 62 wind turbines ranging from 3.4 and 4.0 megawatts turbines from a tier 1 manufacturer, although the exact number may vary substantially depending on factors such as the type and size of turbines used and site wind characteristics.

Subsequent to the review and discussion of the application for the proposed tax abatement for the Terra-Gen Development Company, LLC, Monte Cristo Phase II Windpower, LLC project, staff will obtain the tax abatement agreement for the public hearing and Board of Trustees approval.

Robert Pena, Texas Energy, has been invited to attend the Committee meeting to discuss their proposal and answer any questions.

Enclosed Documents

Appendix A – PowerPoint presentation

Funding No funding.

Staff Resource Mary Del Paz, Vice President for Finance and Administrative Service
Myriam Lopez, Associate Vice President – Finance and Management
Robert Peña, Texas Energy Consultants

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



Monte Cristo Windpower II

Terra-Gen Development Company, LLC. is the exclusive developer of Monte Cristo Windpower II

- The project is a special-purpose entity formed to facilitate the development and commercialization of a utility-scale wind energy project.
- Terra-Gen is in the business of:
 - Initiating, Developing,
 - Producing and owning, and
 - Operating electricity from renewable energy projects including wind and solar.

Monte Cristo Windpower II

- Estimated taxable value to be \$223,388,000
- The developer estimates the project will have retained a value of approximately \$68,250,923
- Anticipating that construction will begin no later than the 4th quarter of 2027 and be completed by the 4th quarter of 2028
- Its expected to include between 53 to 62 wind turbines each ranging from 3.x and 4.x MW turbines from a tier 1 manufacturer
- Proposed wind power generation facility, comprised of approximately 236 megawatts ("MW")

Monte Cristo Windpower II

- ❖ Create two (2) permanent jobs
- ❖ Base salary of \$49,392.20
- ❖ Estimates that the installation of the wind turbines will create 100-150 temporary construction jobs over the course of the project
- ❖ Estimated to last twelve to fourteen (12-14) months of construction
- ❖ Terra-Gen, LLC is committed to the continuing education of local workforce and employees through local scholarships and or student support services



Questions?

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

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

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

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

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

- a. Approval of Award of Proposals, Purchases, Purchase Renewals, Renewals, and Interlocal Agreements at the cost of \$2,273,531.82
- b. Approval of Disposal/Recycling of Technology and Electronic Items with an Original Value of \$10,000 and Above
- c. Approval of on Disposal of Surplus Property Valued at \$10,000 and Above
- d. Approval of Resolution #2026-003 Authorizing Investment Brokers/Dealers
- e. Approval for Reaffirming Academic Freedom at South Texas College
- f. Approval of on Proposed Interlocal Agreement Supporting Educational Programming with Edcouch-Elsa ISD
- g. Approval to Adopt Local Board Policy
 - A-1. Adopt CAK (LOCAL) Appropriations and Revenue Sources: Investments
- h. Approve to Adopt the Numbered Update 49 Local Policies
 - A. Adopt CG (Local) – Safety Program
 - B. Adopt ECC (Local) – Instructional Arrangements: Course Load and Schedules
 - C. Adopt FFDB (Local) – Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics
 - D. Adopt FLBC (Local) – Student Conduct: Prohibited Organizations and Hazing

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approve and authorize items "a- h" of the Finance, Audit, and Human Resources Committee Consent Agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

a. Review and Action as Necessary on Award of Proposals, Purchases, Purchase Renewals, Renewals, and Interlocal Agreements at a total cost of \$2,273,531.82

Purpose and Justification – Administration requests Board approval of the following purchases, renewals, and interlocal agreements at a total cost of \$2,273,531.82.

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

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

Award of Proposals – 1) Audiovisual Upgrade Active Learning Classroom

Purpose	Award the proposal for an audiovisual upgrade active learning classroom to Audio Visual Aids (San Antonio, TX).
Justification	<p>To upgrade the audiovisual equipment in five (5) active learning classrooms on the Pecan, Mid Valley, and Starr County campuses.</p> <p>Modern audiovisual equipment, such as document cameras, displays, switchers, cables, and hardware, is needed to update or replace outdated/obsolete equipment that will provide better services to our faculty, staff, and community by enhancing learning experiences, communication, collaboration, and knowledge sharing across all environments.</p>
Funding	Funds for this expenditure are budgeted in the Technology Renewal Fund budget for FY 2025 – 2026.
Enclosed Documents	Appendix A – Project Timeline and Information Other information is included in the Supporting Documentation.
Staff Resource	Dr. Jesús Campos, Interim Vice President for Technology, Information & Planning Services Lucio Gonzalez, Associate Vice President - Technology and Chief Information Officer Yolanda Martinez, Director of Educational Technologies
Recommendation	The Committee recommended Board approval to award the proposal for an audiovisual upgrade active learning classroom to Audio Visual Aids (San Antonio, TX), at a total amount of \$223,690.81.

APPENDIX A

Project Timeline and Information

Advertised RFP	September 10, 2025, and September 17, 2025
RFP Responses Due	September 25, 2025
RFP Issued To	Five Hundred and Thirty-Four (534) Vendors
Responses Received From	Four (4) Vendors
Responses Reviewed By	Educational Technologies, Information Technology, and Purchasing Department
Highest Ranked Vendor	Audio Visual Aids

Award of Proposals – 2) Catering Services

Purpose	Award the catering services proposals to the vendors listed in Appendix A.
Justification	<p>To provide a variety of meal options and accommodate diverse dietary needs during South Texas College events such as student activities, professional development events, and sponsored events attended by students, faculty, staff, and the community.</p> <p>The vendor will be selected at the time of purchase based on the items needed/provided, pricing, availability, and delivery timeline.</p>
Funding	Funds for this expenditure are budgeted in the various auxiliary budgets for FY 2025 – 2026. Funds for subsequent fiscal years will be included in future proposed budgets.
Enclosed Documents	Appendix A – Vendors List Appendix B – Renewal Terms Other information is included in the Supporting Documentation
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Deyadira Leal, Director of Purchasing
Recommendation	The Committee recommends Board approval to award the catering services proposals to the vendors listed in Appendix A for the period beginning November 19, 2025 through November 18, 2026, with two one-year options to renew at an estimated total amount of \$120,000.00, which is based on prior year expenditures.

APPENDIX A

Vendors List

Vendor (City, State)	Vendor (City, State)
AC Chicken, LLC (New) (McAllen, TX)	Amaru Book Club A.B.C. (New) (Houston, TX)
Atencion Selecta, LLC (Edinburg, TX)	Coastal Deli, Inc. (Corpus Christi, TX)
Cornerstone Cafe (Mission, TX)	Deliver 4 Every 1 Logistics, LLC (New) (McKinney, TX)
Pizza Properties, Inc. (El Paso, TX)	Protein House (New) (McAllen, TX)
Spiced Lavender Catering (New) (Fort Worth, TX)	

APPENDIX B

Project Timeline and Information

Advertised RFP	August 20, 2025, and August 27, 2025
RFP Responses Due	September 16, 2025
RFP Issued To	Five Hundred and Eighty-Eight (588) Vendors
Responses Received From	Nine (9) Vendors
Responses Reviewed By	Purchasing Department
Highest-Ranked Vendor	Vendors listed in Appendix A

Award of Proposals – 3) Childcare Services - II (Grant Funded)

Purpose	Award the proposals for childcare services - II to the vendors listed in Appendix A.
Justification	<p>To provide assistance with childcare expenses through the Carl Perkins Grants' available funding for the qualifying students who participate in the Providing Academic Support to Students (PASS) Program.</p> <p>The career and technical education program students must meet the following Carl Perkins Grant requirements:</p> <ul style="list-style-type: none">• A cumulative 2.7 GPA or higher, and• full-time status for the Fall, Spring, and Summer semesters (not including online courses). <p>The vendors must submit all the required proposal documents with appropriate signatures, and a copy of their current state-issued license to operate a childcare program to qualify.</p>
Funding	Funds for this expenditure are budgeted in the Carl Perkins Grant budget for FY 2025 – 2026.
Enclosed Documents	Appendix A – Vendors List Appendix B – Project Timeline and Information Other information is included in the Supporting Documentation.
Staff Resource	Dr. Maricela G. Silva, Manager for Career and Technology Education Pass Samantha B. Uriegas, Director of Project Alignment
Recommendation	The Committee recommends Board approval to award the proposals for childcare services - II to the vendors listed in Appendix A for the period beginning November 1, 2025 through August 31, 2026, at an estimated total amount of \$105,500.00.

APPENDIX A

Vendors List

Vendor		(City, State)
1	Instituto Victoria, LLC	Edinburg, TX
2	New Beginnings Preschool	Edinburg, TX
3	Busy Bee Beehive Learning Center	Elsa, TX
4	The Edutainment Zone 3	McAllen, TX
5	Axol Institute, LLC	McAllen, TX
6	Jennifer Saucedo	McAllen, TX
7	Rhema's Learning Center	McAllen, TX
8	Colegio Bilingue Trinidad	Mission, TX
9	Over the Moon Learning Institute, LLC	Mission, TX
10	Stepping Stones	Mission, TX
11	The Edutainment Zone 4	Mission, TX
12	Go-Go Kids Learning Academy	Pharr, TX
13	Boo Boo's Learning Center	Pharr, TX
14	Magic Kidz Academy, LLC	Pharr, TX
15	Royal Education Center, LLC	Pharr, TX
16	The Edutainment Zone, LLC	Rio Grande City, TX
17	The Edutainment Zone 5, LLC	Rio Grande City, TX
18	The Edutainment Zone 2, LLC	Roma, TX
19	Alpha Kids Early Learning Center LLC	Weslaco, TX

APPENDIX B

Project Timeline and Information

Advertised RFP	September 10, 2025 and September 17, 2025
RFP Responses Due	October 1, 2025
RFP Issued To	Nine Hundred and Ninety-Seven (997) Vendors
Responses Received From	Twenty (20) Vendors, of which one (1) submitted incomplete required documentation; therefore, it was not considered.
Responses Reviewed By	Purchasing Department
Highest-Ranked Vendor	Vendors listed in Appendix A.

Award of Proposals – 4) Fire Suppression Systems Service

Purpose	Award the proposals for fire suppression systems service to the vendors listed in Appendix A.
Justification	To provide service and repairs to the district-wide buildings' fire suppression systems, such as fire alarms, fire sprinklers, kitchen hoods, and portable fire extinguishers. The fire suppression systems are inspected and repaired annually.
Funding	Funds for this expenditure are budgeted in the Facilities Operations and Maintenance budget for FY 2025 – 2026. Funds for subsequent fiscal years will be included in future proposed budgets.
Enclosed Documents	Appendix A – District-Wide Services Summary Appendix B – Project Timeline and Information Other information is included in the Supporting Documentation.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services George McCaleb, Executive Director of Facilities Operations and Maintenance
Recommendation	It is requested that the Board approve to award the proposals for fire suppression systems services to the vendors listed in Appendix A for the period beginning November 29, 2025 through November 28, 2026, with two one-year options to renew, at an estimated total amount of \$240,210.00.

APPENDIX A
District-Wide Services Summary

Service	Vendor	Amount
Fire Alarm Panels Inspections	Luis A. Grimaldo/ dba Strongline Security & Fire	\$23,450.00
Fire Alarm Panels Repairs	Luis A. Grimaldo/ dba Strongline Security & Fire	\$70,000.00
Kitchen Hoods Inspections	El Fire & Safety, Inc.	\$2,660.00
Kitchen Hood Repairs	El Fire & Safety, Inc.	\$15,000.00
Fire Sprinklers Repairs	1st FP McAllen, LLC	\$80,000.00
Clean Agent Fire Suppression System Inspections	Security International, Inc.	\$4,100.00
Fire Extinguishers Inspections	El Fire & Safety, Inc.	\$15,000.00
Fire Extinguishers Hydro Testing	El Fire & Safety, Inc.	\$15,000.00
Fire Extinguishers Recharge	El Fire & Safety, Inc.	\$15,000.00
Total Amount:		\$240,210.00

APPENDIX B
Project Timeline and Information

Advertised RFP	August 13, 2025 and August 20, 2025
RFP Responses Due	September 10, 2025
RFP Issued To	Seven Hundred and Sixteen (716) Vendors
Responses Received From	Eight (8) Vendors
Responses Reviewed By	Facilities Operations and Maintenance and Purchasing Department
Highest-Ranked Vendor	Vendors listed in Appendix A.

Award of Proposals – 5) In-Store Purchase of Materials and Supplies

Purpose	Award the proposals for in-store purchase of materials and supplies to the vendors listed in Appendix A.
Justification	To provide various college departments and instructional programs with access to purchase materials, supplies, and miscellaneous items in-store. The items are used primarily for instructional labs, meetings, student activities, professional development events, and South Texas College-sponsored events attended by students, faculty, staff, and the community.
Funding	Funds for this expenditure are budgeted in the various departments' budgets for FY 2025 – 2026. Funds for subsequent fiscal years will be included in future proposed budgets.
Enclosed Documents	Appendix A – Vendors List Appendix B – Project Timeline and Information Other information is included in the Supporting Documentation.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Deyadira Leal, Director of Purchasing
Recommendation	It is requested that the Board approve to award the proposals for in-store purchase of materials and supplies to the vendors listed in Appendix A for the period beginning November 27, 2025 through November 26, 2026, with two one-year options to renew at an estimated total amount of \$140,000.00.

APPENDIX A

Vendors List

Vendor (City, State)	Vendor (City, State)
Gateway Printing & Office Supply, Inc. (Edinburg, TX)	Hobby Lobby Stores, Inc. (Oklahoma City, OK)
Testimony Ventures, LLC (New) (Arlington, TX)	TS Goods, Inc. DBA Mary Mack's (New) (Clinton, NC)
Walmart (Mission, TX)	

APPENDIX B

Project Timeline and Information

Advertised RFP	August 20, 2025 and August 27, 2025
RFP Responses Due	September 18, 2025
RFP Issued To	One Hundred and Twenty-Three (123) Vendors
Responses Received From	Five (5) Vendors
Responses Reviewed By	Purchasing Department
Highest-Ranked Vendor	Vendors listed in Appendix A

Purchases – 6) Automotive Alignment, Inspection, and Safety Training Equipment

Purpose	Purchase automotive alignment, inspection, and safety training equipment from PSI JF Petroleum Group Inc., dba JF Petroleum Group (Edinburg, TX), a Texas Association of School Boards (TASB) - BuyBoard approved vendor.
Justification	To enhance the automotive technology program by procuring a lift rack and lift lighting kit. Both will provide students with hands-on experience using industry-standard equipment to perform alignments, inspections, and underbody repairs. These purchases will ensure that students gain practical skills using the same technology employed in dealerships and independent shops, thereby keeping the program aligned with current industry standards and workforce needs.
Funding	Funds for this expenditure are budgeted in the Automotive Technology budget for FY 2025 - 2026.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Jose Vela, Point of Contact, Division of Business, Public Safety and Technology
Recommendation	The Committee recommends Board approval to purchase automotive alignment, inspection, and safety training equipment from PSI JF Petroleum Group Inc., dba JF Petroleum Group (Edinburg, TX), a Texas Association of School Boards (TASB) - BuyBoard approved vendor, at a total amount of \$102,093.58.

Purchases – 7) Cardiac Monitor

Purpose	Purchase a cardiac monitor from Stryker Sales, LLC (Chicago, IL), a Sourcewell approved vendor.
Justification	To be used in training for the paramedic-level students of the Emergency Medical Services (EMS) Program. The students in this program are required to become competent in performing numerous diagnostic procedures in order to complete their Associate of Applied Science (AAS) requirements as well as sit for the National Registry certification examination upon graduation. This equipment is needed to develop the procedural skills required within the scope of practice as a certified or licensed paramedic.
Funding	Funds for this expenditure are budgeted in the Emergency Medical Services budget for FY 2025 – 2026.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Margo Vargas-Ayala, Interim Dean of Health Science Professions
Recommendation	The Committee recommends Board approval to purchase a cardiac monitor from Stryker Sales, LLC (Chicago, IL), a Sourcewell approved vendor, at a total amount of \$66,788.68.

Purchases – 8) Computers, Laptops, and Monitors

Purpose	Purchase computers, laptops, and monitors from Dell Marketing, LP (Dallas, TX), an OMNIA Partners approved vendor,
Justification	<p>To provide new systems, replace out-of-warranty systems (over five years old), and meet software requirements for those systems that exceed the capacity for students, faculty, and staff based on the Information Technology criteria.</p> <p>The requested systems meet the College's standard configurations.</p>
Funding	Funds for these expenditures are budgeted in the requesting department budgets for FY 2025 – 2026 as follows: Architectural & Engineering Design Technology Program / Surveying and Geospatial Technology Program, Educational Technology Maintenance and Replacement, Computer Science Program, Business Administration Program, Technology, Information, and Planning Services, Criminal Justice Program, Patient Care Technician Program, Psychological Science Program, Cosmetology Program, Campus Police, Dental Hygiene Program, College Connections, Centers for Learning Excellence, Regional Center for Public Safety Excellence.
Enclosed Documents	Appendix A – District-Wide Technology Request Summary Other information is included in the Supporting Documentation.
Staff Resource	Dr. Jesús Campos, Interim Vice President for Technology, Information & Planning Services Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
Recommendation	The Committee recommends Board approval to purchase computers, laptops, and monitors from Dell Marketing, LP (Dallas, TX), an OMNIA Partners approved vendor, at a total amount of \$180,363.02.

APPENDIX A
District-Wide Technology Request Summary

Student Computers	
21	Architectural & Engineering Design Technology Program / Surveying and Geospatial Technology Program
4	Educational Technology Maintenance and Replacement
73	Computer Science Program
Student Monitors	
72	Computer Science Program
Faculty Computers	
2	Business Administration Program
5	Technology, Information, and Planning Services
Faculty Laptops	
1	Computer Science Program
1	Criminal Justice Program

2	Patient Care Technician Program
1	Psychological Science Program
1	Cosmetology Program
Faculty Monitors	
10	Technology, Information, and Planning Services
Staff Computers	
6	Campus Police
Staff Laptops	
1	Dental Hygiene Program
6	College Connections
1	Centers for Learning Excellence
1	Regional Center for Public Safety Excellence

Purchases – 9) Law Enforcement Vehicle

Purpose	Purchase a law enforcement vehicle from Sames Laredo Chevrolet, Inc. (Laredo, TX), The Interlocal Purchasing System (TIPS) approved vendor.
Justification	To procure one (1) law enforcement vehicle, essential for enhancing campus safety and security. The vehicle will significantly improve emergency response times, provide a visible security presence that deters crime, and support the management of campus events. Additionally, it will replace vehicles with high mileage/running engine hours and maintenance repair costs that will be retired.
Funding	Funds for this expenditure are budgeted in the Campus Police budget for FY 2025 – 2026.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Ruben Suarez, Chief of Police - STC Department of Public Safety
Recommendation	The Committee recommends Board approval to purchase a law enforcement vehicle from Sames Laredo Chevrolet, Inc. (Laredo, TX), The Interlocal Purchasing System (TIPS) approved vendor, at an estimated total amount of \$55,900.00.

Purchases – 10) Learning Management System Support Services

Purpose	Purchase learning management system support services from Blackboard Inc. (Anthology) (Boca Raton, FL), a sole-source vendor.
Justification	<p>To provide students and faculty with reliable assistance outside of regular business hours for South Texas College Online. Support covers questions and issues related to online courses delivered through the college's Learning Management System (Blackboard).</p> <p>Also, providing instructors with powerful tools to monitor student performance through the Ultra Course View. These insights enable faculty to identify students who may be struggling, assess the effectiveness of their assessments, and adjust teaching strategies in real-time.</p>
Funding	Funds for this expenditure are budgeted in the Digital Learning Technology budget for FY 2025 – 2026.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Brett Millan, Associate Vice President of Academic Success and Advancement
Recommendation	The Committee recommends Board approval to purchase a learning management system support services from Blackboard Inc. (Anthology) (Boca Raton, FL), a sole-source vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$75,755.73.

Purchases – 11) Rental of Personal Protective Equipment for Fire Science Academy Students

Purpose	Purchase rental of personal protective equipment for fire science academy students from Lion Total Care, Inc. (Dayton, OH), a Sourcewell-approved vendor.
Justification	<p>To provide essential equipment needed for the Fire Academy Students at the Regional Center for Public Safety and Excellence and Starr County Campus, supporting the Academy's operational readiness and safety standards.</p> <p>The equipment includes turnout gear, helmets, gloves, boots, hoods, chemical, biological, radiological, and nuclear protective equipment, station wear, and rescue wear.</p>
Funding	Funds for this expenditure are budgeted in the Fire Science budget for FY 2025 – 2026.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Jose Vela, Point of Contact, Division of Business, Public Safety and Technology
Recommendation	The Committee recommends Board approval to purchase rental of personal protective equipment for fire science academy students from Lion Total Care, Inc. (Dayton, OH), a Sourcewell-approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$75,000.00 .

Purchases – 12) Training Trailer with an Adjustable Ventilation Prop, and Vent-Enter-Search Window

Purpose	Purchase a training trailer with an adjustable ventilation prop and a vent-enter-search window from Braskey Products, LLC (Era, TX), a sole-source vendor.
Justification	<p>To be used in training by Fire Academy students, professional firefighters attending continuing education courses, and the instructors conducting these sessions.</p> <p>The training equipment includes forcible entry doors, a crush prop, a training tree with attachments, ventilation props, a forcible entry training trailer, and an explosive breach door.</p>
Funding	Funds for this expenditure are budgeted in the Regional Center for Public Safety Excellence budget for FY 2025 – 2026.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	<p>Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development</p> <p>Jose Vela, Point of Contact, Division of Business, Public Safety and Technology</p> <p>Robert Vela, Jr, Site Administrator, Regional Center for Public Safety Excellence</p>
Recommendation	The Committee recommends Board approval to purchase a training trailer with an adjustable ventilation prop, and a vent-enter-search window from Braskey Products, LLC (Era, TX), a sole-source vendor, at a total amount of \$70,174.00.

Purchase Renewals – 13) Case Management and Mentoring Services

Purpose	Renew the case management and mentoring services contract with Valley Initiative for Development and Advancement (VIDA) (Mercedes, TX), a sole-source vendor.
Justification	To aid fifty (50) economically disadvantaged students per semester during the Spring, Summer, and Fall 2026 semesters. The services will include financial assistance (such as books, childcare, and transportation), intensive case management, and career counseling to help students complete their education and training in high-demand occupations.
Funding	Funds for this expenditure are budgeted in the Student Case Management Services budget for FY 2025 – 2026. Funds for subsequent fiscal years will be included in future proposed budgets.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Matthew Hebbard, Vice President of Student Affairs and Enrollment Management Otoniel Matamoros, Dean of Enrollment Services
Recommendation	The Committee recommends Board approval to renew the case management and mentoring services contract with Valley Initiative for Development and Advancement (VIDA) (Mercedes, TX), a sole-source vendor, for the period beginning January 1, 2026 through December 31, 2026, at an estimated total amount of \$81,000.00, based on prior year expenditures.

Purchase Renewals – 14) Institutional Membership

Purpose	Renew institutional membership with Texas Association of Community Colleges (TACC) (Austin, TX), a sole-source vendor.
Justification	<p>To provide representation at the Texas legislature and state agencies to advocate for the interests impacting the public community colleges.</p> <p>TACC represents all fifty (50) public community college districts in Texas. The organization's primary focus is on the General Appropriations Bill and legislation impacting public community colleges.</p>
Funding	Funds for this expenditure are budgeted in the Non-Public Fund Project budget for FY 2025 – 2026.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Ricardo J. Solis, President of South Texas College
Recommendation	The Committee recommended Board approval to renew the institutional membership with Texas Association of Community Colleges (TACC) (Austin, TX), a sole-source vendor, for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$105,502.00.

Purchase Renewals – 15) Intelligent Learning Platform Subscription Agreement

Purpose	Renew the intelligent learning platform subscription agreement with Ellucian, Inc. through Lamar Institute of Technology (Beaumont, TX) (New), acting by and through the State of Texas Department of Information Resources (DIR) for the Texas Connection Consortium (TCC).
Justification	To allow student course data, such as grades, to be passed between Ellucian Banner, the college's student system, to the college's Blackboard Learning Management System (LMS).
Funding	Funds for this expenditure are budgeted in the Applications Development budget for FY 2025 – 2026. Funds for subsequent fiscal years will be included in future proposed budgets
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Jesús Campos, Interim Vice President for Technology, Information & Planning Services Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer.
Recommendation	The Committee recommends Board approval to renew the intelligent learning platform subscription 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, 2028, at an estimated amount of \$37,683 for year one, \$38,814 for year two, \$39,979 for year 3, and a total amount of \$116,476.00.

Purchase Renewals – 16) Software License Agreement

Purpose	Renew the software license agreement with CourseMaven, Inc./ dba DualEnroll.com (Leesburg, VA), a sole-source vendor.
Justification	To provide a seamless process for dual-credit students to apply and register for courses, it is essential to streamline and integrate systems that reduce delays and administrative barriers. This ensures timely and accurate enrollment, supports student success, and improves coordination between high schools and the college. A well-designed process enhances the overall experience for students, parents, and counselors by simplifying application, registration, and program management, ultimately increasing participation and retention in dual-credit programs.
Funding	Funds for this expenditure are budgeted in the Dual Credit Programs budget for FY 2025 – 2026. Funds for subsequent fiscal years will be included in future proposed budgets.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Rebecca De Leon, Associate Vice President – Dual Credit Programs and School District Partnerships
Recommendation	The Committee recommends Board approval to renew the software license agreement with CourseMaven, Inc./ dba DualEnroll.com (Leesburg, VA), a sole-source vendor, for the period beginning December 1, 2025 through November 30, 2026, at an estimated total amount of \$67,330.00.

Purchase Renewals – 17) Vehicle Fuel Program

Purpose	Renew the vehicle fuel program with U.S. Bank/Voyager Fleet Systems (Kansas City, MO), the State of Texas Procurement and Support Services (TPASS) approved vendor, acting by and through the State of Texas Council of Competitive Government (CCG).
Justification	The vehicle fuel program for college-owned vehicles provides quarterly rebates and discounts. Cardholders can use their cards at 40,000 approved locations, including many within a mile of the College's campuses. Each employee using the card has a personal identification number, transaction and dollar amount limits, and odometer readings are required at the pump to ensure accurate tracking. Additionally, the Business Office can monitor transactions online and access various reports.

Funding	Funds for this expenditure are budgeted in various programs and department budgets for FY 2025 – 2026. Funds for subsequent fiscal years will be included in future proposed budgets.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Myriam Lopez, Associate Vice President for Finance and Management
Recommendation	The Committee recommends Board approval to renew the vehicle fuel program with U.S. Bank/Voyager Fleet Systems (Kansas City, MO), the State of Texas Procurement and Support Services (TPASS) approved vendor, acting by and through the State of Texas Council of Competitive Government (CCG), for the period beginning January 1, 2026 through December 31, 2026, at an estimated total amount of \$170,000.00, which is based on prior year expenditures.

Renewals – 18) Campus Dining and Food Trucks - Mid Valley Campus

Purpose	Renew the campus dining and food trucks – Mid Valley Campus contract with All Affairs and Occasions (McAllen, TX).
Justification	To provide a wide range of food options available for faculty, staff, and students throughout their time at the Mid Valley Campus. These options are available Monday through Friday and encompass a selection of tacos, sandwiches, wraps, hot dogs, salads, burgers, desserts, fruits, and other culinary offerings.
Funding	The College will incur no cost.
Enclosed Documents	Appendix A – Renewal Terms Other information is included in the Supporting Documentation.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services George McCaleb, Executive Director of Facilities Operations and Maintenance
Recommendation	It is requested that the Board approve to renew the campus dining and food trucks – Mid Valley Campus contract with All Affairs and Occasions (McAllen, TX) for the period beginning February 1, 2026 through January 31, 2027, at no cost to the College.

APPENDIX A

Renewal Terms

The Board awarded the contracts as follows:

Term: November 19, 2024 - one year with two (2) one-year annual renewals			
Award	Board Meeting	Original Term	Renewal Term
Original	11/19/2024	02/01/2025 – 01/31/2026	
First Renewal	10/28/2025		02/01/2026 – 01/31/2027

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

Renewals – 19) Graduation Regalia

Purpose Renew the graduation regalia contract with **Jostens, Inc.** (Minneapolis, MN).

Justification To procure graduation regalia, including caps, gowns, and sashes, which are essential for honoring the achievements of South Texas College graduates during their 2026 commencement ceremonies. By providing high-quality regalia, the college enhances the ceremonial experience, ensuring that graduates feel recognized and celebrated for their hard work and dedication.

Funding Funds for this expenditure are budgeted in the Graduation budget for FY 2025 – 2026. Funds for subsequent fiscal years will be included in future proposed budgets.

Enclosed Documents Appendix A – Renewal Terms
Other information is included in the Supporting Documentation.

Staff Resource Dr. Matthew S. Hebbard, Vice President - Student Affairs and Enrollment Management
Cynthia Blanco, Dean of Enrollment Systems and Registrar, Admissions and Records

Recommendation The Committee recommends Board approval to renew the graduation regalia contract with **Jostens, Inc.** (Minneapolis, MN) for the period beginning January 1, 2026 through December 31, 2026, at an estimated total amount of \$98,900.00, which is based on prior year expenditures.

APPENDIX A

Renewal Terms

The Board awarded the contract as follows:

Term: November 28, 2023 - one year with two (2) one-year annual renewals			
Award	Board Meeting	Original Term	Renewal Term
Original	11/28/2023	01/01/2024 – 12/31/2024	
First Renewal	10/29/2024		01/01/2025 – 12/31/2025
Final Renewal	10/28/2025		01/01/2026 – 12/31/2026

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

Renewals – 20) Printing of Stationery

Purpose	Renew the printing of stationery contracts with the awarded vendors listed in Appendix A.
Justification	To maintain a professional and consistent brand image for the College. High-quality stationery, such as letterheads, envelopes, business cards, and brochures, enhances communication with students, faculty, and external stakeholders, reflecting the institution's commitment to excellence. This investment supports day-to-day operations and fosters a sense of community and pride among its members.
Funding	Funds for this expenditure are budgeted in the Public Relations and Marketing budget for FY 2025 – 2026. Funds for subsequent fiscal years will be included in future proposed budgets.
Enclosed Documents	Appendix A – Vendors List Appendix B – Renewal Terms Other information is included in the Supporting Documentation.
Staff Resource	Lynda Lopez, Executive Director of Public Relations and Marketing Mary Del Paz, Vice President for Finance and Administrative Services Deyadira Leal, Director of Purchasing
Recommendation	The Committee recommends Board approval to renew the printing of stationery contracts with the vendors listed in Appendix A for the period beginning February 1, 2026 through January 31, 2027, at an estimated total amount of \$30,000.00, which is based on prior year expenditures.

APPENDIX A

Vendors List

Primary Vendor	UBEO, LLC /dba Copy Zone (McAllen, TX)
Secondary Vendor	Slate Group (Lubbock, TX)

The secondary vendor will be utilized when the primary vendor is unable to provide the required services.

APPENDIX B
Renewal Terms

The Board awarded the contracts as follows:

Term: January 30, 2024 - one year with two (2) one-year annual renewals			
Award	Board Meeting	Original Term	Renewal Term
Original	01/30/2024	02/01/2024 – 01/31/2025	
First Renewal	10/29/2024		02/01/2025 – 01/31/2026
Final Renewal	10/28/2025		02/01/2026 – 01/31/2027

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

Renewals – 21) Signs, Banners, and Related Products

Purpose Renew the signs, banners, and related products contracts with the vendors listed in Appendix A.

Justification To identify, promote, and market South Texas College’s events and departments, including community events and activities for public schools. Examples of these products are hanging banners, event directional yard signs, informational signage, table covers, metal signs, nameplates, office entrance signs, and graduation posters.

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

Funding Funds for this expenditure are budgeted in the various department budgets for FY 2025 – 2026. Funds for subsequent fiscal years will be included in future proposed budgets.

Enclosed Documents Appendix A – Vendors List
Appendix B – Renewal Terms
Other information is included in the Supporting Documentation.

Staff Resource Lynda Lopez, Executive Director of Public Relations and Marketing
Mary Del Paz, Vice President for Finance and Administrative Services
Deyadira Leal, Director of Purchasing

Recommendation The Committee recommends Board approval to renew the signs, banners, and related products contracts with the vendors listed in Appendix A for the period beginning February 1, 2026 through January 31, 2027, at an estimated total amount of \$100,000.00, which is based on prior year expenditures.

APPENDIX A

Vendors List

Vendor (City, State)	Vendor (City, State)
FedEx Office and Print Services, Inc. (Plano, TX)	Gateway Printing (Edinburg, TX)
Huntington Sky Production, Ltd. /dba Fastsigns (McAllen, TX)	Imprezos Pro Uniforms, LLC (Pharr, TX)
Promo Universal, LLC (Corpus Christi, TX)	Slate Group (Lubbock, TX)
UBEO, LLC /dba Copy Zone, Ltd. (McAllen, TX)	

APPENDIX B
Renewal Terms

The Board awarded the contracts as follows:

Term: November 28, 2023 - one year with two (2) one-year annual renewals			
Award	Board Meeting	Original Term	Renewal Term
Original	11/28/2023	02/01/2024 – 01/31/2025	
First Renewal	10/29/2024		02/01/2025 – 01/31/2026
Final Renewal	10/28/2025		02/01/2026 – 01/31/2027

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

Interlocal Agreements – 22) Facility Usage Agreements

Purpose	Enter into facility usage agreements with the City of Edinburg (Edinburg, TX) and the City of McAllen (McAllen, TX), through interlocal agreements.
Justification	To lease several facilities for the upcoming events that facilitate student and community engagement through the fine arts and help promote and advance the cultural programming of The Center for Mexican American Studies and Ballet Folklorico.
Funding	Funds for this expenditure are budgeted in the Center for Mexican American Studies and Ballet Folklorico budgets for FY 2025 – 2026.
Enclosed Documents	Appendix A – Summary of Facilities and Events Other information is included in the Supporting Documentation.
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Christopher Nelson, Dean of Liberal Arts
Recommendation	The Committee recommends Board approval to enter into facility usage agreements with the City of Edinburg (Edinburg, TX) and City of McAllen (McAllen, TX) as listed in Appendix A, at an estimated total amount of \$48,578.00.

APPENDIX A

Summary of Facilities and Events

Date	Vendor	Facility	Event	Amount
11/14/2025	City of Edinburg	Edinburg Municipal Auditorium	Amistades Concert Series 2025 Fall Showcase	\$1,175.00
01/20/2026	City of Edinburg	Edinburg Municipal Auditorium	Amistades Concert Series 2025 Spring Showcase	\$1,175.00
02/26/2026 - 02/27/2026	City of McAllen	McAllen Performing Arts Center	Tradiciones 2026 Annual Concert Series	\$10,000.00
03/06/2026 - 08/26/2026	City of McAllen	McAllen Convention Center	South Texas State Dance Competition Folklórico & Contemporary Dance Competition	\$20,553.00
07/06/2026 - 07/08/2026	City of McAllen	McAllen Convention Center	STC Summer Dance Workshops	\$15,675.00
Total Amount:				\$48,578.00

Interlocal Agreement – 23) Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Third Party Partnership Initiative

Purpose	Enter into the Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Third Party Partnership Initiative with Lower Rio Grande Valley Workforce Development Board, dba Workforce Solutions (McAllen, TX), through an interlocal agreement.
Justification	To connect SNAP recipients with targeted training and skill-building services provided by South Texas College, with the goal of improving employment outcomes, increasing self-sufficiency, and supporting local economic growth. Education, training, work experience, or other allowable activities may be provided to a SNAP recipient before he or she searches for work. SNAP E&T customers served under this initiative are included in federal outcome measures and reporting. The Lower Rio Grande Valley Workforce Development Board and South Texas College will jointly provide case management, monitor attendance and academic progress, and address life issues.
Funding	<p>The Lower Rio Grande Valley Workforce Development Board, dba Workforce Solutions, will certify a maximum amount of \$50,000.00 under this agreement to South Texas College, as follows:</p> <ul style="list-style-type: none">• \$40,000 for direct program costs• \$10,000 for support services
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Olivia De La Rosa, Dean - Continuing Education and Workforce Development
Recommendation	The Committee recommends Board approval to enter into the Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Third Party Partnership Initiative with Lower Rio Grande Valley Workforce Development Board, dba Workforce Solutions (McAllen, TX), for the period beginning October 1, 2025 through September 30, 2026, at no cost to the College.

Recommendation: The Committee recommended Board approval of the award of proposals, purchases, purchase renewals, renewals, and interlocal agreements at a total cost of \$2,273,531.82, as listed below:

- Award Proposals** of 1) **Audiovisual Upgrade Active Learning Classroom:** award the proposal for an audiovisual upgrade active learning classroom to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$223,690.81;
- 2) **Catering Services:** award the catering services proposals to the vendors listed in Appendix A for the period beginning November 19, 2025 through November 18, 2026, with two one-year options to renew at an estimated total amount of \$120,000.00, which is based on prior year expenditures;

APPENDIX A
Vendors List

Vendor (City, State)	Vendor (City, State)
AC Chicken, LLC (New) (McAllen, TX)	Amaru Book Club A.B.C. (New) (Houston, TX)
Atencion Selecta, LLC (Edinburg, TX)	Coastal Deli, Inc. (Corpus Christi, TX)
Cornerstone Cafe (Mission, TX)	Deliver 4 Every 1 Logistics, LLC (New) (McKinney, TX)
Pizza Properties, Inc. (El Paso, TX)	Protein House (New) (McAllen, TX)
Spiced Lavender Catering (New) (Fort Worth, TX)	

- 3) **Childcare Services - II (Grant Funded):** award the proposals for childcare services - II to the vendors listed in Appendix A for the period beginning November 1, 2025 through August 31, 2026, at an estimated total amount of \$105,500.00;

APPENDIX A
Vendors List

Vendor		(City, State)
1	Instituto Victoria, LLC	Edinburg, TX
2	New Beginnings Preschool	Edinburg, TX
3	Busy Bee Beehive Learning Center	Elsa, TX
4	The Edutainment Zone 3	McAllen, TX
5	Axol Institute, LLC	McAllen, TX
6	Jennifer Saucedo	McAllen, TX
7	Rhema's Learning Center	McAllen, TX
8	Colegio Bilingue Trinidad	Mission, TX
9	Over the Moon Learning Institute, LLC	Mission, TX

10	Stepping Stones	Mission, TX
11	The Edutainment Zone 4	Mission, TX
12	Go-Go Kids Learning Academy	Pharr, TX
13	Boo Boo's Learning Center	Pharr, TX
14	Magic Kidz Academy, LLC	Pharr, TX
15	Royal Education Center, LLC	Pharr, TX
16	The Edutainment Zone, LLC	Rio Grande City, TX
17	The Edutainment Zone 5, LLC	Rio Grande City, TX
18	The Edutainment Zone 2, LLC	Roma, TX
19	Alpha Kids Early Learning Center LLC	Weslaco, TX

- 4) **Fire Suppression Systems Service:** award the proposals for fire suppression systems services to the vendors listed in Appendix A for the period beginning November 29, 2025 through November 28, 2026, with two one-year options to renew, at an estimated total amount of \$240,210.00;

APPENDIX A
District-Wide Services Summary

Service	Vendor	Amount
Fire Alarm Panels Inspections	Luis A. Grimaldo/ dba Strongline Security & Fire	\$23,450.00
Fire Alarm Panels Repairs	Luis A. Grimaldo/ dba Strongline Security & Fire	\$70,000.00
Kitchen Hoods Inspections	EI Fire & Safety, Inc.	\$2,660.00
Kitchen Hood Repairs	EI Fire & Safety, Inc.	\$15,000.00
Fire Sprinklers Repairs	1st FP McAllen, LLC	\$80,000.00
Clean Agent Fire Suppression System Inspections	Security International, Inc.	\$4,100.00
Fire Extinguishers Inspections	EI Fire & Safety, Inc.	\$15,000.00
Fire Extinguishers Hydro Testing	EI Fire & Safety, Inc.	\$15,000.00
Fire Extinguishers Recharge	EI Fire & Safety, Inc.	\$15,000.00
Total Amount:		\$240,210.00

- 5) **In-Store Purchase of Materials and Supplies:** award the proposals for in-store purchase of materials and supplies to the vendors listed in Appendix A for the period beginning November 27, 2025 through November 26, 2026, with two one-year options to renew at an estimated total amount of \$140,000.00;

APPENDIX A

Vendors List

Vendor (City, State)	Vendor (City, State)
Gateway Printing & Office Supply, Inc. (Edinburg, TX)	Hobby Lobby Stores, Inc. (Oklahoma City, OK)
Testimony Ventures, LLC (New) (Arlington, TX)	TS Goods, Inc. DBA Mary Mack's (New) (Clinton, NC)
Walmart (Mission, TX)	

Purchases

- 6) **Automotive Alignment, Inspection, and Safety Training Equipment:** purchase automotive alignment, inspection, and safety training equipment from **PSI JF Petroleum Group Inc., dba JF Petroleum Group** (Edinburg, TX), a Texas Association of School Boards (TASB) - BuyBoard approved vendor, at a total amount of \$102,093.58;
- 7) **Cardiac Monitor:** purchase a cardiac monitor from **Stryker Sales, LLC** (Chicago, IL), a Sourcwell approved vendor, at a total amount of \$66,788.68;
- 8) **Computers, Laptops, and Monitors:** purchase computers, laptops, and monitors from **Dell Marketing, LP** (Dallas, TX), an OMNIA Partners approved vendor, at a total amount of \$180,363.02;
- 9) **Law Enforcement Vehicle:** purchase a law enforcement vehicle from **Sames Laredo Chevrolet, Inc.** (Laredo, TX), The Interlocal Purchasing System (TIPS) approved vendor, at an estimated total amount of \$55,900.00;
- 10) **Learning Management System Support Services:** purchase a learning management system support services from **Blackboard Inc. (Anthology)** (Boca Raton, FL), a sole-source vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$75,755.73;
- 11) **Rental of Personal Protective Equipment for Fire Science Academy Students:** purchase rental of personal protective equipment for fire science academy students from **Lion Total Care, Inc.** (Dayton, OH), a Sourcwell-approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$75,000.00;
- 12) **Training Trailer with an Adjustable Ventilation Prop, and Vent-Enter-Search Window:** purchase training trailer with an adjustable ventilation prop, and a vent-enter-search window from **Braskey Products, LLC** (Era, TX), a sole-source vendor, at a total amount of \$70,174.00;

**Purchase
Renewals**

- 13) Case Management and Mentoring Services:** renew the case management and mentoring services contract with **Valley Initiative for Development and Advancement (VIDA)** (Mercedes, TX), a sole-source vendor, for the period beginning January 1, 2026 through December 31, 2026, at an estimated total amount of \$81,000.00, based on prior year expenditures;
- 14) Institutional Membership:** renew the institutional membership with **Texas Association of Community Colleges (TACC)** (Austin, TX), a sole-source vendor, for the period beginning September 1, 2025 through August 31, 2026, at a total amount of \$105,502.00;
- 15) Intelligent Learning Platform Subscription Agreement:** renew the intelligent learning platform subscription 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, 2028, at an estimated amount of \$37,683 for year one, \$38,814 for year two, \$39,979 for year 3, and a total amount of \$116,476.00;
- 16) Software License Agreement:** renew the software license agreement with **CourseMaven, Inc./ dba DualEnroll.com** (Leesburg, VA), a sole-source vendor, for the period beginning December 1, 2025 through November 30, 2026, at an estimated total amount of \$67,330.00;
- 17) Vehicle Fuel Program:** renew the vehicle fuel program with **U.S. Bank/Voyager Fleet Systems** (Kansas City, MO), the State of Texas Procurement and Support Services (TPASS) approved vendor, acting by and through the State of Texas Council of Competitive Government (CCG), for the period beginning January 1, 2026 through December 31, 2026, at an estimated total amount of \$170,000 which is based on prior year expenditures;

Renewals

- 18) Campus Dining and Food Trucks - Mid Valley Campus:** renew the campus dining and food trucks – Mid Valley Campus contract with **All Affairs and Occasions** (McAllen, TX) for the period beginning February 01, 2026 through January 31, 2027, at no cost to the College;
- 19) Graduation Regalia:** renew the graduation regalia contract with **Jostens, Inc.** (Minneapolis, MN) for the period beginning January 1, 2026 through December 31, 2026, at an estimated total amount of \$98,900.00, which is based on prior year expenditures;
- 20) Printing of Stationery:** renew the printing of stationery contracts with the vendors listed in Appendix A for the period beginning February 1, 2026 through January 31, 2027, at an estimated total amount of \$30,000.00, which is based on prior year expenditures;

APPENDIX A

Vendors List

Primary Vendor	UBEO, LLC /dba Copy Zone (McAllen, TX)
Secondary Vendor	Slate Group (Lubbock, TX)

21) Signs, Banners, and Related Products: renew the signs, banners, and related products contracts with the vendors listed in Appendix A for the period beginning February 1, 2026, through January 31, 2027, at an estimated total amount of \$100,000.00, which is based on prior year expenditures;

APPENDIX A

Vendors List

Vendor (City, State)	Vendor (City, State)
FedEx Office and Print Services, Inc. (Plano, TX)	Gateway Printing (Edinburg, TX)
Huntington Sky Production, Ltd. /dba Fastsigns (McAllen, TX)	Imprezos Pro Uniforms, LLC (Pharr, TX)
Promo Universal, LLC (Corpus Christi, TX)	Slate Group (Lubbock, TX)
UBEO, LLC /dba Copy Zone, Ltd. (McAllen, TX)	

Interlocal Agreements

22) Facility Usage Agreements: enter into facility usage agreements with the **City of Edinburg** (Edinburg, TX) and **City of McAllen** (McAllen, TX) as listed in Appendix A, at an estimated total amount of \$48,578.00;

APPENDIX A

Summary of Facilities and Events

Date	Vendor	Facility	Event	Amount
11/14/2025	City of Edinburg	Edinburg Municipal Auditorium	Amistades Concert Series 2025 Fall Showcase	\$1,175.00
01/20/2026	City of Edinburg	Edinburg Municipal Auditorium	Amistades Concert Series 2025 Spring Showcase	\$1,175.00
02/26/2026 - 02/27/2026	City of McAllen	McAllen Performing Arts Center	Tradiciones 2026 Annual Concert Series	\$10,000.00

03/06/2026 - 08/26/2026	City of McAllen	McAllen Convention Center	South Texas State Dance Competition Folklorico & Contemporary Dance Competition	\$20,553.00
07/06/2026 - 07/08/2026	City of McAllen	McAllen Convention Center	STC Summer Dance Workshops	\$15,675.00
Total Amount:				\$48,578.00

23) Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Third Party Partnership Initiative: enter into the Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Third Party Partnership Initiative with **Lower Rio Grande Valley Workforce Development Board, dba Workforce Solutions** (McAllen, TX) for the period beginning October 1, 2025 through September 30, 2026, at no cost to the College.

Consent Agenda:

b. Approval on Disposal/Recycling of Technology and Electronic Items with an Original Value of \$10,000 and Above

Purpose	Approval of disposal/recycling of technology and electronic items is being requested with an original value of \$10,000 and above. These items will be processed through the Texas Department of Criminal Justice (TDCJ), a State of Texas agency authorized to properly dispose of/recycle technology and electronic equipment.
Justification	<p>The Fixed Assets Department is requesting approval to dispose of obsolete, damaged, and non-functioning technology and electronic items due to safety concerns and limited storage space for surplus items. As technology and electronic equipment become outdated, fall out of warranty, or cease to operate, they are disposed of in accordance with Policy CIB – Equipment and Supplies Management: Disposal of Property and established departmental procedures.</p> <p>To ensure compliance with Environmental Protection Agency (EPA) regulations, the Texas Department of Criminal Justice (TDCJ) has been selected as the approved disposal method. TDCJ securely wipes all data from devices, recycles usable equipment for inmate training or school donations, and properly disposes of irreparable items.</p> <p>These items have been inspected by Information Technology (IT) and Educational Technologies (ET), and the disposal has been reviewed by the Interim Vice President for Technology, Information and Planning Services.</p>
Enclosed Documents	Appendix A – Technology and Electronics for Disposal/Recycle Valued at \$10,000 and Above – List No. 212
Staff Resource	Mary Del Paz, Vice President - Finance and Administrative Services Deyadria Leal, Director of Purchasing
Recommendation	The Committee recommended Board approval of the disposal/recycling of technology and electronic items with an original value of \$10,000 and above, as presented.

APPENDIX A
TECHNOLOGY AND ELECTRONICS FOR DISPOSAL/RECYCLE VALUED AT \$10,000 AND ABOVE - LIST NO. 212
SEPTEMBER 30, 2025

#	Asset ID	Description	Serial Number	Silver Tag	Acquisition Date	Acquisition Cost	Net Book Value	Condition
1	BA-10003584	Dell Force 10 S50 Network Switch - Ptag N00020824	DL262310012	21075	9/21/2012	\$ 11,783.66		Obsolete
2	BA-10003582	Dell Force 10 S4810 Network Switch - Ptag N00020822	HADL127320036	21073	9/21/2012	\$ 34,421.67		Obsolete
3	BA-10003583	Dell Force 10 S25 Network Switch - Ptag N00020823	DL2E2220033	21074	9/21/2012	\$ 13,598.67		Obsolete
4	BA-10003815	Cisco ASA 5540 Appliance with SW, HA, 4GE+1FE, 3DES/AES - Ptag N00016044	JMX1122L1HE	13625	6/20/2007	\$ 12,437.50		Obsolete
5	BA-10001260	WolfVision VZ-C11 Document Visualizer - Ptag 000012501	C111075	12120	8/5/2005	\$ 10,485.25		Incomplete
6	BA-10000333	GTW5500 McAfee Web Gateway Security Appliance - Ptag N00024400	FGBU5453025	34389	4/8/2016	\$ 20,135.57		Obsolete
7	BA-10000334	GTW5500 McAfee Web Gateway Security Appliance - Ptag N00024401	FGBU5445100	34390	4/8/2016	\$ 20,135.57		Obsolete
8	BA-10000126	Dell PE R710 with Chassis for Up to 8, 2.5-Inch - Ptag N00018906	FRX1FQ1	19473	5/4/2011	\$ 11,997.02		Incomplete
9	BA-10001639	EDUcast PSX HD System with (1) Composite - Ptag N00021602	EDUcast2196	26876	1/28/2014	\$ 15,864.56		Obsolete
10	BA-10001705	Winnov Cbox S2 HD Camera, Audio & Graphic Capture Unit - Ptag N00022763	12015005201	25695	12/15/2014	\$ 24,995.00		Obsolete
11	BA-10001788	Panasonic PT-DZ780 Data Video Projector - Ptag N00024943	SH6340061	25220	8/19/2016	\$ 12,046.86	\$ 1,204.72	Obsolete
12	BA-10001787	Panasonic PT-DZ780 Data Video Projector - Ptag N00024942	SH6340057	25114	8/19/2016	\$ 12,046.86	\$ 1,204.72	Obsolete
13	BA-10001294	Eiki LC-XT4 LCD Projector - Ptag N00015392	G72B1232	20168	5/10/2007	\$ 26,374.00		Obsolete
14	BA-10000119	PE R710 with Chassis for Up to 8, 2.5-Inch Hard - Ptag N00018238	JWXYFN1	14526	7/6/2010	\$ 10,092.01		Obsolete
15	BA-10000169	PowerEdge R720 Server - Ptag N00021128	2WPWHX1	17135	7/8/2013	\$ 10,189.94		Obsolete
16	BA-10000149	Dell EqualLogic PS6010XV, 10Gb High - Ptag N00020604	9NZT7V1	21017	8/31/2012	\$ 28,717.73		Obsolete
17	BA-10000159	Cisco Catalyst 6500 Enhanced 9 - Slot Chassis - Ptag N00020869	SMG1626N00X	16449	8/31/2012	\$ 51,630.12		Obsolete
18	BA-10000158	Cisco Catalyst 6500 Enhanced 9 - Slot Chassis - Ptag N00020868	SMG1626N01B	16448	8/31/2012	\$ 44,669.78		Obsolete
19	BA-10000133	Cisco Catalyst 4500 Slot Chassis - Ptag N00019138	FOX1519GBZJ	19663	7/14/2011	\$ 34,454.49		Obsolete
20	BA-10000103	Copy Sense Appliance CSA Model 300E-075 - Ptag N00016822	C51200738A00521	13884	7/2/2008	\$ 23,000.00		Obsolete
21	BA-10003812	Dell PowerEdge 6850 Server - Ptag N00015495	46D6VC1	15291	4/26/2007	\$ 10,094.00		Obsolete
22	BA-10000128	Dell R710 with Chassis for Up to 8, 2.5-Inch - Ptag N00019037	B0S6HQ1	19258	6/7/2011	\$ 10,077.66		Obsolete
23	BA-10000170	DR4100 Dell Hardware Storage Unit - Ptag N00021158	COV87Y1	27339	8/2/2013	\$ 31,814.90		Obsolete
24	BA-10000168	PowerEdge R720 Server - Ptag N00021127	2WMVHX1	16991	7/11/2013	\$ 10,400.22		Obsolete
25	BA-10000118	PE R710 with Chassis for Up to 8, 2.5-Inch Hard - Ptag N00018237	2XXYFN1	14525	7/6/2010	\$ 10,092.01		Obsolete
26	BA-10000165	PowerVault MD 1200 for DL Appliance - Ptag N00020912	JZXNN1	21637	4/2/2013	\$ 12,588.22		Obsolete
27	BA-10000120	PE R710 with Chassis for Up to 8, 2.5-Inch Hard - Ptag N00018239	1XXYFN1	14527	7/6/2010	\$ 10,847.93		Obsolete
28	BA-10000127	Dell R710 with Chassis for Up to 8, 2.5-Inch - Ptag N00019036	B0S5HQ1	19255	6/7/2011	\$ 10,077.66		Obsolete
29	BA-10000241	PowerEdge R720, Intel Xeon E-26XX Processor - Ptag N00022858	JL60R22	23168	2/9/2015	\$ 11,237.09		Obsolete
30	BA-10000172	Dell ML6010 LTO-5, 2-Drive Native Fiber Control Module - Ptag N00021207	2GBFMW1	17243	8/9/2013	\$ 25,369.29		Obsolete
31	BA-10000167	Dell PowerEdge M1000E Blade Server Enclosure with 2 ea. - EqualLogic PS-M4110 Blades - Ptag N00021006	8P281Y1, CP2811Y1, H6Y2842	20648	4/24/2013	\$ 71,999.80		Incomplete
32	BA-10001731	PT-DZ870UK Panasonic Data/Video Projector - Ptag N00023526	SH4416001	25384	6/23/2015	\$ 12,695.00		Obsolete
33	BA-10001405	Crestron AV2 Economical Dual Bus Control System, with 1 ea. - ClearOne PSR1212 Digital Matrix Mixer, 2 ea. - Marshal Quad Screen Monitor Banks - Ptag N00017739	3728048: 2331-0843, 223238099893, 216184099895	27376	8/31/2009	\$ 33,372.07		Incomplete
34	BA-10001398	Analog Way ORC50 Orchestra Remote Controller with 3 ea., Analog Way Opus OPS 300 Mixer / Switches - Ptag N00017714	CX108: CS111: CS113: CS120	18314	8/12/2009	\$ 67,751.30		Incomplete
35	BA-10003819	IBS-3004 Waves Integrated Base Station - Ptag N00016149	00342	16455	8/31/2007	\$ 49,992.00		Incomplete
36	BA-10001439	RGB Spectrum Quad View HDx 4 Window System w/Video Switcher, 2 ea. -RGB Spectrum 4 View, and ClearOne Converge Sound Processor - Ptag N00018552	781146, A09IIFY, 911784, 911505, 9849-1020-06	18888	8/30/2010	\$ 36,504.77		Incomplete
37	BA-10001283	Hunter Engineering Computerized Wheel (Computer Only) - Ptag N00014553	HQ8122	17414	8/16/2006	\$ 11,875.00		Incomplete
38	BA-10001414	Lumens SXGA PS660 Document Camera (Component of ST-18262, MediaLink controller with integrated DVD/VCR) - Ptag N00017803	P04B03722	18262	6/12/2006	\$ 1,468.75		Incomplete
39	BA-10000552	HP Z4SimView Server PC-Digital Only-US Vers Digital Computer - Ptag N00031680	2UA83020RT	30923	8/17/2018	\$ 15,612.14		Incomplete
40	BA-10000140	Dell Compellent SAS 6Gb 3.5 6GSE35 Enclosure - Ptag N00020192	91D9SS1	19885	3/28/2012	\$ 18,016.08		Obsolete
41	BA-10000139	Dell Compellent SAS 6Gb 3.5 6GSE35 Enclosure - Ptag N00020191	44D9SS1	19884	3/28/2012	\$ 18,016.08		Obsolete
42	BA-10000166	Dell Compellent E-FC4 Disk Array Enclosure - Ptag N00021001	CQWXBX1	21630	5/15/2013	\$ 22,271.00		Obsolete
43	BA-10001343	Extron #60-600-82 MediaLink Controller - Ptag N00017084	A05HETN	14232	8/29/2008	\$ 10,430.92		Incomplete
44	BA-10001338	Extron #60-600-82 MediaLink Controller - Ptag N00017085	A05HEVN	14255	8/29/2008	\$ 10,785.05		Incomplete
45	BA-10001342	Extron #60-600-82 MediaLink Controller - Ptag N00017083	A05HEU1	14082	8/29/2008	\$ 10,949.81		Incomplete
46	BA-10001339	Extron #60-600-82 MediaLink Controller - Ptag N00017080	A05HEP1	14230	8/29/2008	\$ 10,785.05		Incomplete
47	BA-10001341	Extron #60-600-82 MediaLink Controller - Ptag N00017082	A05HEVJ	14073	8/29/2008	\$ 10,949.81		Incomplete
48	BA-10001340	Extron #60-600-82 MediaLink Controller - Ptag N00017081	A05HET8	14220	8/29/2008	\$ 10,543.31		Incomplete
49	BA-10001172	Alliance WAT270886 Hplc System W/Col/Htr/Degas Uv Separation Module with 1 ea. - Alliance Waters WAT270852 HPLC Column Heater, 1 ea. - Waters 2487 WAT081110 Dual Absorbance Detector and 1 bx - Alliance Waters Tester Parts - Ptag 000007483	MOISM7988M, A02SMH 236M, A02487 229M	18991	4/15/2002	\$ 38,558.43		Incomplete
50	BA-10001337	Maquet 6449701 Servo I Base Unit with Maquet 6487800 Servo I Ventilator - Ptag N00017074	129964: 33913	11965	8/27/2008	\$ 32,644.40		Incomplete
51	BA-10000335	Stratasys uPrint SE Plus 3D Printer - Bundle - Ptag N00024402	P58331	23867	4/26/2016	\$ 21,000.00		Damaged
52	BA-10001001	Empower 3 Per Single System - Software - N00023606		24569	7/7/2015	\$ 12,984.13		Obsolete

Consent Agenda:

c. Approval on Disposal of Surplus Property Valued at \$10,000 and Above

Purpose	Approval on the disposal of surplus property valued at \$10,000 and above through a live auction. These assets will be removed, as applicable, from the College's inventory system and general ledger.
Justification	<p>The Fixed Assets Department is requesting approval to dispose of obsolete, damaged, and non-functioning property due to safety concerns and limited storage capacity for surplus items.</p> <p>Surplus property undergoes an evaluation process by the respective departments to determine whether the items are beyond repair and no longer usable within the College district. they are disposed of in accordance with Policy CIB – Equipment and Supplies Management: Disposal of Property and established departmental procedures. Once evaluated, departments submit a formal request to have the items removed and relocated to the Central Receiving Warehouse surplus area.</p> <p>The items designated for auction are currently stored at South Texas College's Central Receiving Warehouse, located at the Technology Campus. Due to space limitations at the warehouse, the auction is scheduled to take place in Fall 2025 at the auctioneer's designated site.</p>
Enclosed Documents	Appendix A – Surplus Property Valued at \$10,000 and Above – List No. 213
Staff Resource	Mary Del Paz, Vice President - Finance and Administrative Services Deyadria Leal, Director of Purchasing
Recommendation	The Committee recommended Board approval on the disposal of surplus property valued at \$10,000 and above through a live auction and for these assets to be removed, as applicable, from the College's inventory system and general ledger.

APPENDIX A
SURPLUS PROPERTY VALUED AT \$10,000 AND ABOVE - LIST NO. 213
SEPTEMBER 30, 2025

#	Asset ID	Description	Serial Number	Silver Tag	Acquisition Date	Acquisition Cost	Adjustment	Net Book Value	Condition
1	BA-10002941	Portable Building Trailer Hitch Tongue (Component of Mid Valley Campus PBL2 Previously PB4) - Ptag 000008209		21228	4/30/2012	\$ 291.00	Decrease		Incomplete
2	BA-10002942	Portable Building Trailer Hitch Tongue (Component of Mid Valley Campus PB5) - Ptag 000008210		21229	5/28/2002	\$ 291.00	Decrease		Incomplete
3	BA-10002941	Portable Building Axles, Wheels not present (Component of Mid Valley Campus PBL2 Previously PB4) - Ptag 000008209		21228	4/30/2012	\$ 3,589.98	Decrease		Incomplete
4	BA-10002942	Portable Building Axles, Wheels not present (Component of MVC PB5) - Ptag 000008210		21229	5/28/2002	\$ 3,589.98	Decrease		Incomplete
5	N00014956	4 Outdoor Basketball Rims with Acrylic Backboards No Frame (Component of Ptag N00014956)			8/17/2006	\$ 6,148.00			Incomplete
6	BA-10001324	Puritan Bennett 840 Ventilator with Puritan -Bennett 806 Compressor - Ptag N00016785	3510010736, 3511010316	13786	7/22/2008	\$ 25,000.00			Obsolete
7	BA-10003323	2006 Ford E250 Cargo Van - Unit #8 - Ptag N00012869	1FTNS24L46DA24061	11777	3/24/2006	\$ 16,682.50			Damaged
8	BA-10001198	Polarimeter 13-792 Polyscience - Ptag 000008414	8487	0000007288	8/12/2002	\$ 19,278.15			Incomplete
9	BA-10003318	2003 Chevy HD Cargo Van - Unit #3 - Ptag 000009164	1GCGG25V131184454	0000008330	5/8/2003	\$ 15,586.00			Obsolete
10	BA-10001268	Formax FD200030 Document Folder Sealer - Ptag 000012523	1902	0000010379	7/11/2005	\$ 10,695.00			Obsolete
11	BA-10003322	2006 Ford E250 Cargo Van - Unit #7 - Ptag N00012868	1FTNE24L56DA24058	17481	3/24/2006	\$ 21,053.20			Obsolete
12	BA-10003338	2013 Chevrolet Tahoe PPV CC10706 - Unit #55 (Unit 5) - Ptag N00021413	1GNLC2E06DR364182	27105	10/30/2013	\$ 70,309.72			Obsolete
13	BA-10003343	2014 Chevrolet Tahoe PPV CC10706 - Unit #58 (Unit 7) - Ptag N00021671	1GNLC2E0XER203951	22993	3/18/2014	\$ 62,892.73			Obsolete
14	BA-10001656	Bruker Tracer III SD Unit w/Tracer-Vacuum Pump - Ptag N00021877	T352686 / V1461	26588	6/30/2014	\$ 40,103.66			Incomplete
15	BA-10003408	Lift Ramp for Vehicle Unit #135 (Component of ST-43630) - Ptag N00030850		43630	5/22/2018	\$ 5,652.00	Decrease		Damaged
16	BA-10003386	Lift Ramp for Vehicle Unit #109 (Component of ST- 33052) - Ptag N00025640		33052	5/16/2017	\$ 5,110.17	Decrease		Damaged
17	BA-10003442	Lift Ramp for Vehicle Unit #169 (Component of ST-37677) - Ptag N00033497		37677	4/8/2019	\$ 6,812.44	Decrease		Damaged
18	BA-10000033	2007 Generac 7830580200 200KW 3 Phase Generator with Minimum 352.3 Hours (Component of Pecan Campus Bldg M, ST 21505) - Ptag N00016178	2092448	21505	7/31/2007	\$ 28,200.00	Decrease		Obsolete
19	BA-10000011	2004 Generac 454980200 150KW 3 Phase Generator with Minimum 328 Hours (Component of NAH Campus Bldg A East Side of Building, ST 21199) - Ptag 000006983	2080117	21199	8/31/2001	\$ 15,000.00	Decrease		Obsolete
20	BA-10000011	2000 Generac 20A01768S 35KW 3 Phase Generator with Minimum 6.2 Hours (Component of NAH Campus Bldg A West Side of Building, ST 21199)	2056631	21199	8/31/2001	\$ 10,000.00	Decrease		Obsolete
21	BA-10000021	2004 Caterpillar 3306 250KW 3 Phase Generator Engine Set (Component of Pecan Campus Bldg J, ST 21202) - Ptag 000012743	8DR01440	21202	8/31/2005	\$ 29,000.00	Decrease		Obsolete
22	BA-10000016	Poweramp Dock Ramp for Technology Campus Building D (Component of ST-21300) - Ptag 000010635		21300	8/31/2005	\$ 11,200.00	Decrease		Damaged
23	BA-10000016	Poweramp YCN5652-3E Dock Ramp for Tech Campus Building D (Component of ST-21300) - Ptag 000010635		21300	8/31/2005	\$ 11,517.00	Decrease		Damaged
24	BA-10002974	Bard W48A1-A Exterior Wall Unit AC (Component of Mid Valley Campus PB L ST-21227) - Ptag N00018481	321H102711255-02	21227	8/31/2010	\$ 1,250.00	Decrease		Incomplete
25	BA-10002974	Bard W48A1-A Exterior Wall Unit AC (Component of Mid Valley Campus PB L ST-21227) - Ptag N00018481	321F102704045-02	21227	8/31/2010	\$ 1,250.00	Decrease		Incomplete

Consent Agenda:

d. Approval on Resolution #2026-003 Authorizing Investment Brokers/Dealers

Purpose	To approve Resolution #2026-003 to update the Investment Brokers/Dealers list.
Justification	<p>The Texas Public Funds Investment Act (PFIA) requires that the Board of Trustees approve any broker and dealer firms that will be used to transact investment business with the College. As per Policy CAK: Appropriations and Revenue Sources: Investments and in accordance with the PFIA, the Board of Trustees shall, at least annually, review, revise, and adopt a list of qualified Investment Brokers/Dealers.</p> <p>The Resolution Authorizing Investment Brokers/Dealers was approved and authorized on October 29, 2024, as amended. The list of brokers/dealers did not change and is included in Appendix "A."</p>
Enclosed Documents	Appendix A – Resolution #2026-003
Funding	No funds are required.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Myriam Lopez, Associate Vice-President-Finance and Management
Recommendation	The Committee recommended Board approval of Resolution #2026-003 to update the Investment Brokers/Dealers list.

Resolution No. 2026-003

A RESOLUTION BY THE SOUTH TEXAS COLLEGE RELATING TO THE COLLEGE'S ADOPTION AND ANNUAL REVIEW OF ITS LIST OF AUTHORIZED BROKERS/DEALERS AND AMENDING SUCH BROKERS/DEALER LIST AS REQUIRED BY BOARD POLICY AND STATE LAW; AND AUTHORIZING OTHER MATTERS INCIDENT AND RELATED THERETO.

WHEREAS, the Board of Trustees (the "Board") of the South Texas College (the "College") has adopted a written Investment Policy which primarily emphasizes safety of principal and liquidity and addresses investment diversification, yield, and maturity and the quality and capability of investment management provisions in accordance with the Public Funds Investment Act, Texas Government Code Chapter 2256, Subchapter A, as amended, (the *Act*); and

WHEREAS, the Board must annually review the list of authorized brokers/dealers that are authorized to engage in investment transactions with the College and adopt a written instrument stating that it has reviewed such list of authorized brokers/dealers; and

WHEREAS, a written copy of the College's Investment Policy must be presented to any person offering to engage in an investment transaction with an investment entity or to an investment management firm under contract with an investing entity to invest or manage the entity's investment portfolio; and

WHEREAS, the authorized representatives of a business organization offering to engage in an investment transaction with the College must provide a written acknowledgement that the business organization has received the College's Investment Policy; now, therefore,

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE SOUTH TEXAS COLLEGE THAT:

SECTION 1: The Board has reviewed list of authorized brokers/dealers authorized to engage in investment transactions with the College (Exhibit "A" attached hereto), and the Board further wishes to memorialize this review by the adoption of this Resolution.

SECTION 2: Prospective authorized brokers/dealers will be provided with written copies of the College's Investment Policy and such authorized representatives will provide written acknowledgments of receipt of the College's Investment Policy.

SECTION 3: This Resolution may be relied upon by all appropriate government officials and others interested in this Resolution and establishes the College's compliance with the requirements of the Act and the College's Investment Policy.

SECTION 4: The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

SECTION 5: All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 6: This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 7: If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Board hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 8: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

PASSED AND APPROVED this the ____ day of _____, 2025.

SOUTH TEXAS COLLEGE

Dr. Alejo Salinas, Jr., Chair
Board of Trustees

ATTEST:

Paul R. Rodriguez, Vice Chair
Board of Trustees

(COLLEGE SEAL)

Exhibit “A”

List of Authorized Brokers/Dealers:

FHN Securities
SouthState/DuncanWilliams
Multi-Bank Securities
PNC Financial Services Group
Rice Financial
SAMCO
Wells Fargo Securities

Consent Agenda:

e. Approval for Reaffirming Academic Freedom at South Texas College

Purpose Administration requests a reaffirmed commitment to the College's support of academic freedom at South Texas College.

Justification South Texas College has a longstanding commitment to academic freedom, supporting faculty as they teach, mentor, and challenge students in alignment with both the professional standards of their disciplines and the state and locally approved curriculum. This commitment is formally recognized in Policy DGC (Local) – *Employee Rights and Privileges: Employee Expression and Use of College Facilities*.

Academic freedom is essential to higher education. It enables faculty and students to engage in open inquiry, examine complex issues, and explore the most current knowledge and practices within their fields. At times, this process may raise questions that challenge deeply held beliefs. While the role of faculty is not to change student beliefs, they must retain the freedom to present and aid students to critically evaluate ideas in ways that foster intellectual growth and deeper understanding.

In light of recent concerns at other Texas institutions, administration has reviewed its course offerings. With over four-thousand course sections offered each semester, a quick review has indicated that a majority of courses include some content that could be deemed objectionable by a student or parent based on personally held beliefs and/or opinions.

In 2023, the 88th Texas Legislature enacted Senate Bill 17 (SB 17), which established new restrictions for public institutions of higher education. These restrictions primarily affect diversity, equity, and inclusion (DEI) offices and related functions, including preferential treatment in hiring or services and college-sponsored training activities.

SB 17 legislation also recognizes the importance of academic inquiry and comprehensive curriculum by including explicit exemptions. The law does not apply to academic course instruction (curriculum), scholarly research or creative work, or the dissemination of such research and work. These exceptions reaffirm the importance of academic freedom in preserving the integrity of teaching and scholarship, even in a shifting political and legal landscape.

While STC is working to ensure faculty and staff are well-informed and accountable in their professional and legal responsibilities, we are also creating a disclaimer to clarify and inform students that higher education courses may provoke conversations and challenge

ideas when relevant to the subject matter. This recommended syllabus disclaimer statement is listed below:

“This is a college-level course offered through South Texas College and aligns with the Texas Higher Education Coordinating Board’s established learning outcomes. As part of fostering critical thinking and engaging in academic inquiry, the course may address current or complex topics that some people may find controversial. Such discussions are intended to support student learning, encourage open dialogue across a broad range of viewpoints, and promote the development of analytical and evaluative skills expected at the college level.”

Staff Resource Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development
Dr. Christopher Nelson, Dean for Liberal Arts
Mr. Nicholas Hinojosa, Faculty Senate President

Recommendation The Committee recommended Board reaffirmation of the institution’s commitment to academic freedom and critical scholastic inquiry through the following statement: “South Texas College reaffirms its commitment to academic freedom as a cornerstone of teaching, scholarship, and student learning. In alignment with Board Policy DGC (Local) – Employee Rights and Privileges: Employee Expression and Use of College Facilities – the College empowers faculty to pursue open inquiry, rigorous instruction, and the exchange of ideas that reflect the highest standards and best practices of higher education”, as presented.

Consent Agenda:

f. Approval on Proposed Interlocal Agreement Supporting Educational Programming with Edcouch-Elsa ISD

Purpose Administration requests action as necessary on the proposed interlocal agreement supporting education programming with Edcouch-Elsa ISD.

Justification Committee Chair Gonzalez-Alcantar has requested an agenda item allowing the Finance, Audit, and Human Resources Committee an opportunity to discuss proposed educational programming with Edcouch-Elsa ISD, and to make a recommendation as necessary for Board action on this proposal.

In August 2025, STC administration from the Continuing Education and Workforce Development (CEWD) office and the Center for Advanced Training and Apprenticeships (CATA) met with County Commissioner David Fuentes, Precinct 1, to discuss programming that could be supported in a new community resource and wellness center being constructed to serve the Delta area starting in Spring 2026.

Based on the preliminary discussion, South Texas College will be able to offer non-credit programs at the new Hidalgo County Precinct 1 Community Resource /Wellness Center, provided that the facility will include instructional spaces and equipment required to accommodate the following programs listed below:

Dr. Margo identified the following programs that CATA could offer in the facility:

- Welding (in partnership with Region One and Edcouch Elsa ISD)
- Introduction to Robotics and Automation in Advanced Manufacturing
- Construction Technician
- Customs Broker
- Certified Production Technician
- OSHA 10 and 30
- AI Overview

Dean De La Rosa identified the following programs that CEWD could offer in the facility:

- Community/Personal Enrichment:
 - ⇒ ESL, GED, Employability Skills, Cake Decorating, Floral Design
- Health Care:

⇒ Phlebotomy, EKG, CPR, Community Healthcare Worker,
Medication Aide

- Business:

⇒ Real Estate, soft skills

- Technology: Microsoft Office, QuickBooks

The trustees will be asked to provide feedback on this proposal so that administration can determine any details that should be incorporated into a formal Interlocal Agreement with Hidalgo County, Edcouch-Elsa ISD, Region One ESC, and any other stakeholders as appropriate.

**Enclosed
Documents
Staff Resource**

Proposed Interlocal Agreement

Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development

Ms. Olivia De La Rosa, Dean for Continuing Education and Workforce Development

Dr. Carlos Margo, Dean for the Center for Advanced Training and Apprenticeships

Recommendation

The Committee recommended Board approval on the proposed interlocal agreement supporting education programming with Edcouch-Elsa ISD as presented.

INTERLOCAL LEASE AND FACILITY USE AGREEMENT

(Edcouch-Elsa Independent School District and South Texas College)

This Interlocal Lease and Facility Use Agreement (“Agreement”) is entered into by and between Edcouch-Elsa Independent School District, a Texas independent school district (“District”), and South Texas College, a Texas community college district (“College”). District and College are each referred to herein as a “Party” and collectively as the “Parties.”

1. Purpose; Authority; Public Benefit

1.1 Purpose. The Parties enter into this Agreement for College’s educational programs and related activities at District’s former 6th Grade Campus (the “Premises”), advancing their shared public mission to expand access to postsecondary and workforce education for local students and the community.

1.2 Authority. The Parties represent that execution, delivery, and performance of this Agreement are within their lawful powers under Texas law and in furtherance of their public purposes.

1.3 Interlocal Character. The Parties acknowledge that this is an interlocal cooperation arrangement between political subdivisions of the State of Texas and is for a public purpose.

2. Premises; Exhibits

2.1 Premises. District leases to College, and College leases from District, the real property commonly known as the former 6th Grade Campus located at [619 Mile 17 North Road, Edcouch, Hidalgo, Texas, 78538], together with the buildings, improvements, and associated parking and grounds within the boundary shown on Exhibit A (legal description/site plan), and any fixtures owned by District that are not expressly excluded.

2.2 Condition; “As-Is.” College accepts the Premises as-is, where-is, with all faults, subject to District’s continuing obligations in this Agreement. District makes no warranties, express or implied, regarding the Premises, except as expressly stated herein.

2.3 FF&E. District-owned furniture, fixtures, and equipment (“District FF&E”) identified on Exhibit B may be used by College during the Term but remain District property. College will maintain District FF&E in good condition, reasonable wear and tear excepted.

3. Term; Renewal; Early Termination

3.1 Term. The initial term begins on [Commencement Date] and ends on [Expiration Date] (the “Term”).

3.2 Renewal. The Term may be renewed for [___] additional period(s) of [___ months/years] each upon mutual written agreement of the Parties no later than [___] days before expiration.

3.3 Early Termination for Convenience. Either Party may terminate this Agreement for convenience upon 90days' prior written notice, without penalty, fee, or further obligation except for amounts accrued before the effective termination date.

3.4 Non-Appropriation. This Agreement is contingent upon appropriation of funds by each Party. If a Party's governing body does not appropriate funds necessary for that Party's performance for any fiscal year, that Party may terminate this Agreement effective at the end of the then-current fiscal period by written notice, with no penalty or further obligation beyond amounts then due.

3.5 Board Approval; Effective Date. This Agreement is effective on the later of (a) full execution by both Parties, and (b) approval by each Party's governing board.

4. Rent; Utilities; Services

4.1 Base Rent. College shall pay District base rent of \$0.00 in recognition of the Parties' shared public educational purposes.

4.2 Utilities.

(a) **Reimbursement:** District will maintain existing utility accounts and invoice College monthly for actual utility costs allocable to the Premises (based on sub-metering or, if not available, a mutually agreed reasonable allocation). College will reimburse within 30 days of invoice.

4.3 Custodial & Grounds.

(a) The College will provide custodial and grounds services for the portions of the building that they occupy.

4.4 Security; Access Control. District will provide keys/access cards to College in a quantity reasonably necessary; College will implement reasonable access control for its personnel and participants and comply with District's campus access procedures. Lost keys/cards and any required re-keying due to loss or misuse by College are College's responsibility.

5. Use; Priority; Schedule

5.1 Permitted Use. College shall use the Premises solely for postsecondary, dual-credit, workforce, continuing education, and related administrative and support activities, including typical ancillary uses (e.g., offices, testing, tutoring, meetings), consistent with applicable law and District policy.

5.2 Prohibited Uses. The Premises shall not be used for any unlawful purpose or in violation of District policy, including policies prohibiting tobacco, vaping, alcohol, controlled substances, and weapons on school property, except as permitted by law for peace officers.

5.3 Logos; Political Activity. College shall not use District's name, seal, or logos without District's prior written consent. No political advertising or campaigning may occur on the Premises.

6. Compliance; Student Safety; Background Checks

6.1 Laws & Codes. College will comply with all applicable federal, state, and local laws and regulations, including building/fire codes and accessibility laws (ADA/§504).

6.2 Criminal History & Fingerprinting. To the extent required by the Texas Education Code or District policy for personnel who will provide services on school property with continuing duties and potential direct contact with students, College shall ensure required background checks and fingerprinting are completed and shall maintain related records.

6.3 Supervision & Safety. College is responsible for the supervision and safety of its students, employees, invitees, and contractors while on the Premises, and will promptly report incidents to District.

7. Maintenance & Repairs

7.1 District Responsibilities. District will maintain and repair structural components (foundation, roof, exterior walls), major building systems not caused by College's misuse (primary HVAC equipment, electrical service to panels, domestic water supply, sanitary sewer mains), parking lots, and exterior lighting, subject to appropriations.

7.2 College Responsibilities. College will perform routine interior maintenance and repairs, including lamps/ballasts, interior painting, classroom fixtures, restroom consumables, minor HVAC (filters/thermostats where accessible and appropriate), and repairs for damage caused by College's negligence or misuse.

7.3 Notice & Coordination. Each Party will notify the other of needed repairs within a reasonable time and coordinate access for repairs. Except in emergencies, District will provide reasonable advance notice before performing work that materially interferes with College's use.

8. Improvements & Alterations

8.1 Alterations by College. College shall not make structural alterations without District's prior written consent, which will not be unreasonably withheld if alterations are compatible with school facilities and code-compliant. Approved alterations become District property upon installation unless otherwise agreed in writing.

8.2 Code Compliance. All work must comply with applicable codes and District standards and be performed by qualified, properly licensed contractors. College will restore any unauthorized alterations at District's request.

9. Entry & Inspections

District may enter the Premises upon reasonable notice (or without notice in emergencies) to inspect, perform repairs, or ensure compliance, using reasonable efforts to minimize disruption of College activities.

10. Risk Allocation; Insurance

10.1 Governmental Immunity. Nothing in this Agreement waives, limits, or modifies either Party's sovereign or governmental immunity or defenses under Texas law.

10.2 Responsibility for Own Acts. To the extent allowed by law, each Party is responsible for the acts or omissions of its trustees, officers, employees, students, invitees, and contractors.

10.3 Insurance (or Self-Insurance).

(a) College will maintain, at its expense, during the Term: Commercial General Liability with limits of not less than \$[1,000,000] per occurrence / \$[3,000,000] aggregate, Automobile Liability of \$[1,000,000] combined single limit, and Workers' Compensation as required by Texas law; or evidence of self-insurance or participation in a public risk pool providing equivalent protection.

(b) District will maintain property coverage for District-owned buildings and District FF&E, through commercial insurance or a public risk pool.

(c) Upon request, a Party will provide the other Party reasonable evidence of coverage. Each Party may satisfy these requirements via self-insurance or risk pool participation.

10.4 Waiver of Subrogation. To the extent permitted by their policies or self-insurance programs, each Party waives subrogation against the other for covered losses.

11. Hazardous Materials; Asbestos

11.1 Hazardous Materials. College shall not introduce, use, or store hazardous materials except in minimal quantities necessary for educational activities and in strict compliance with law and District policy.

11.2 Asbestos (AHERA). District will maintain any required asbestos management plan and will advise College of any known asbestos-containing materials. College will not disturb any such materials and will comply with the plan.

12. Casualty; Condemnation

12.1 Casualty. If the Premises are materially damaged by fire or other casualty, District will determine, in good faith and subject to appropriations, whether to repair. If District elects not to repair within a reasonable time, either Party may terminate upon written notice, with Base Rent abated proportionally during any period of unusability.

12.2 Condemnation. In the event of a taking, this Agreement terminates as to the portion taken effective on the taking date; Base Rent will be equitably adjusted. Each Party retains its own claims to any condemnation award.

13. Assignment; Subletting

College shall not assign this Agreement or sublease any portion of the Premises without District's prior written consent; provided, College may permit use by its affiliates and program partners under College's supervision and responsibility.

14. Default; Remedies

14.1 Default by College. College is in default if it (a) fails to pay sums due within 30 days after written notice; (b) materially breaches other obligations and fails to cure within 30 days after written notice (or, if not curable within 30 days, fails to begin and diligently pursue cure).

14.2 Default by District. District is in default if it materially breaches this Agreement and fails to cure within 30 days after written notice (or, if not curable within 30 days, fails to begin and diligently pursue cure), subject to appropriations and applicable law.

14.3 Remedies. Subject to governmental immunities and non-appropriation, the non-defaulting Party may pursue remedies in law or equity consistent with Texas law; no consequential or exemplary damages may be recovered by either Party.

15. Public Information; Records

This Agreement and related records may be subject to the Texas Public Information Act. Each Party will reasonably cooperate with the other regarding public information requests, redactions permitted by law, and timely responses.

16. Non-Discrimination; Equal Opportunity

Each Party will comply with applicable non-discrimination laws, including Title IX, Title VI, ADA, §504, the Age Discrimination Act, and related regulations.

17. Governing Law; Venue; Dispute Resolution

This Agreement is governed by the laws of the State of Texas. Venue for any action is proper in a court of competent jurisdiction in Hidalgo County, Texas. The Parties will first attempt in good faith to resolve disputes through executive-level negotiations before litigation.

18. Miscellaneous

18.1 Independent Entities. The Parties are independent governmental entities; nothing creates a partnership, joint venture, or agency.

18.2 No Third-Party Beneficiaries. There are no intended third-party beneficiaries.

18.3 Entire Agreement; Amendments. This Agreement (with Exhibits) constitutes the entire agreement and may be amended only in a writing signed by authorized representatives of both Parties.

18.4 Severability; Waiver. If any provision is invalid, the remainder remains enforceable. No waiver is effective unless in writing.

18.5 Counterparts; Electronic Signatures. This Agreement may be executed in counterparts, including electronically, each of which is an original and together a single instrument.

19. Notices

All notices under this Agreement must be in writing and delivered by hand, certified mail (return receipt), or nationally recognized overnight courier to:

If to District:

Edcouch-Elsa ISD – Attn: Superintendent

[Address]

Email (courtesy copy): [email]

If to College:

South Texas College – Attn: President

[Address]

Email (courtesy copy): [email]

Notices are effective upon receipt or refusal.

20. Joint Representation Disclosure & Conflict Waiver (Limited to This Agreement)

Disclosure. The Parties acknowledge that O’Hanlon, Demerath & Castillo, P.C. (“ODC”) has been requested to assist both District and College in negotiating, documenting, and closing this specific Agreement. Under the Texas Disciplinary Rules of Professional Conduct, this constitutes a “potential conflict” because ODC would represent multiple clients whose interests may differ.

Explanation of Risks/Implications. By consenting to joint representation for this matter:

(a) Each Party understands ODC must be able to represent both clients impartially and that ODC cannot advocate against either Party on issues where the Parties’ interests materially conflict.

(b) Information Material to This Matter Cannot Be Kept Confidential Between the Parties—ODC may share material information received from one Party with the other Party to the extent reasonably necessary to carry out the joint representation.

(c) If an actual conflict arises that, in ODC’s judgment, cannot be remedied by consent, ODC may be required to withdraw from representing one or both Parties in this matter.

(d) This consent is strictly limited to the negotiation, documentation, and execution of this Agreement. ODC will not represent either Party in any dispute, claim, or litigation arising from or related to this Agreement, unless the Parties provide a separate written informed consent at that time and ODC agrees. ODC may continue to represent either Party in unrelated matters in the ordinary course.

Reasonableness Determination. ODC has determined it can competently and diligently represent both Parties in this matter and reasonably believes the representation will not be adversely affected.

Right to Independent Counsel. Each Party has the right to seek advice from independent counsel regarding this waiver and the Agreement itself and is encouraged to do so.

Consent. By signing below, each Party knowingly and voluntarily: (1) consents to ODC’s joint representation of both Parties for this Agreement only; (2) waives any conflict of interest associated with such joint representation to the extent described herein; and (3) acknowledges the disclosures above.

Initial here to indicate consent to the Joint Representation Disclosure & Conflict Waiver (Section 20):

District Initials: ____ **College Initials:** ____

21. Signatures

EDCOUCH-ELSA INDEPENDENT SCHOOL DISTRICT

By: _____

Name: **Juan Jose Ybarra**

Title: _____

Date: _____

SOUTH TEXAS COLLEGE

By: _____

Name: **[Board Chair / President]**

Title: _____

Date: _____

Acknowledged (for Section 20 only):

O'Hanlon, Demerath & Castillo, P.C.

By: _____

Name: **Benjamin Castillo**

Title: **Shareholder**

Date: _____

Exhibit A – Premises (Legal Description / Site Plan)

[Attach legal description, campus map, and parking areas.]

Exhibit B – District FF&E (If Any)

[List of District-owned furniture, fixtures, and equipment made available to College.]

Consent agenda:

g. Approval to Adopt Local Board Policy

Purpose

To review the local board policy listed in Appendix A to align with College operations.

Justification

The local board policy reflects the College's internal operations. In accordance with the Public Funds Investment Act (PFIA), this policy is required to be Board-approved annually. At this time, there are no changes to the policy.

In accordance with Policy CAK (Legal Framework), the governing body shall review and adopt its investment policy not less than annually.

Information for this item was not available at the time of the September 9, 2025, Finance, Audit, and Human Resources Committee meeting, and was presented to the Board without a Committee recommendation. At the September 23, 2025, Board Meeting, the item was deferred, and no action was taken.

This policy must be board-approved in October per PFIA.

Enclosed Documents

Appendix A – List of Policy
Appendix B – Policy

Staff Resource

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

Recommendation

The Committee recommends Board approval to adopt the local district update policy listed in Appendix A, as presented, and which supersedes any previously adopted Board policy.

Appendix A

Policy	Last Adopted Date	Justification
Policy CAK (LOCAL) – Appropriations and Revenue Sources: Investments	10/29/2024	The policy requires annual Board approval, even if no changes are made, to comply with the Public Funds Investment Act (PFIA) requirements.
Policy Modifications are reflected as follows:		
Additions: blue font	Deletions: red font with a strikethrough.	Repositioned: <ul style="list-style-type: none"> Moved From <u>Moved To</u>

Appendix B

Policy follows in the packet

APPROPRIATIONS AND REVENUE SOURCES
INVESTMENTS

CAK
(LOCAL)

The College District shall invest all available funds in conformance with these legal and administrative guidelines, including Government Code 2256 – the Public Funds Investment Act (PFIA).

Investment Authority

The vice president for finance and administrative services, the comptroller, and one of the College District's elected officials, who are selected by the Board, shall serve as the investment officers of the College District and shall invest College District funds as directed by the Board and in accordance with the College District's written investment policy and generally accepted accounting procedures.

The Board's Finance and Human Resources Committee shall be the Investment Committee. The Investment Committee shall review the investment portfolio's status and performance, determine and implement appropriate portfolio adjustments, review brokers/dealers and independent training sources, oversee the College District's investment adviser, monitor compliance with the Investment Policy and Investment Strategy Statement, and perform other duties as necessary to manage the College District's funds.

**Approved
Investment
Instruments**

From those investments authorized by law and described further in CAK(LEGAL) under Authorized Investments, the Board shall permit investment of College District funds, including bond proceeds and pledged revenue to the extent allowed by law, in only the following investment types, consistent with the strategies and maturities defined in this policy:

1. Obligations of, or guaranteed by, governmental entities as permitted by Government Code 2256.009.
2. Certificates of deposit and share certificates, and other financial institution deposits, as permitted by Government Code 2256.010.
3. No-load money market mutual funds (MMMFs) as permitted by Government Code 2256.014.
4. Public funds investment pools (LGIPs) as permitted by Government Code 2256.016.

Existing Investments

The College District is not required to liquidate investments that were authorized investments at the time of the purchase.

**Prohibited
Investments**

In accordance with Texas state law, the following are not authorized investments:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;

APPROPRIATIONS AND REVENUE SOURCES
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(LOCAL)

2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and
4. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

Safety

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio.

The College District shall seek to control the risk of loss due to failure of an investment issuer by monitoring the ratings of portfolio positions to ensure compliance with the rating requirements imposed by the PFIA.

The purchase of individual securities shall be executed by "delivery versus payment" (DVP). By doing so, College District funds shall not be released until the College District has received the securities purchased.

**Investment
Management**

In accordance with Government Code 2256.005(b)(3), the quality and capability of investment management for College District funds shall be in accordance with the standard of care, investment training, and other requirements set forth in Government Code Chapter 2256.

Training

Each member of the Board and the investment officers shall attend at least one training session, relating to the person's responsibilities under the Act within six months after taking office or assuming duties. The Coordinating Board shall provide the training.

The investment officers shall accumulate not less than five hours of instruction within the first 12 months after taking office or assuming duties. The investment officer shall prepare a report on any changes in the Act and deliver the report to the Board of not later than the 180th day after the last day of each regular session of the legislature.

To ensure qualified and capable investment management, the investment officers shall receive investment training not less than once each state fiscal biennium and accumulate not less than five hours of instruction relating to investment responsibilities that addresses investment controls, security risks, strategy risks, market

APPROPRIATIONS AND REVENUE SOURCES
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(LOCAL)

risks, diversification of investment portfolio and compliance with the Act. The investment training shall be provided by the following approved training sources: the Coordinating Board, the Government Finance Officers Association of Texas, the Government Treasurers' Organization of Texas, the Texas Municipal League, Texas Association of Community College Business Officers, Councils of Government, or the University of North Texas Center for Public Management.

**Liquidity and
Maturity**

The College District's investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements. Liquidity shall be achieved by investing in securities with active secondary markets and by maintaining minimum balances in financial institution deposits, eligible MMMFs, and LGIPs.

An investment may be liquidated to meet unanticipated cash requirements, to re-deploy cash into other investments expected to outperform current holdings, or to otherwise adjust the portfolio.

Diversity

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer.

**Monitoring Market
Prices**

The investment officers shall monitor the investment portfolio and shall keep the Board informed of significant changes in the market value of the College District's investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done at least quarterly, as required by law, and more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

**Monitoring Rating
Changes**

In accordance with Government Code 2256.005(b), the investment officers shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

Collateralization

Consistent with the requirements of state law, the College District requires all banks, savings banks, and credit union deposits to be federally insured or collateralized with eligible obligations. Financial institutions serving as College District depositories shall be required to sign an agreement with the College District in compliance with federal regulations. The agreement shall require compliance with the PFIA and this investment policy, establish an independent custodian for all pledged collateral, define the eligible collateral and

APPROPRIATIONS AND REVENUE SOURCES
INVESTMENTS

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(LOCAL)

the College District's rights to the collateral in case of default, bankruptcy, or closing, and establish a perfected security interest in compliance with federal and state regulations. The agreement shall:

- Be in writing;
- Be executed by the depository and the College District contemporaneously with the acquisition of the asset;
- Be approved by resolution of the Board or the designated committee of the depository and a copy of the meeting minutes or resolution reference shall be delivered to the College District; and
- Be part of the depository's "official record" continuously since its execution.

Allowable Collateral	For financial institution deposits, the eligible types of collateralization of deposits are defined by the "Public Funds Collateral Act" (Chapter 2257, Texas Government Code). The eligibility of specific issues may at times be restricted or prohibited, at the sole discretion of the College District.
Collateral Levels	For financial institution deposits, the market value of securities pledged as collateral for deposits shall at all times be equal to or greater than 102 percent of the par value of the deposit plus accrued interest, less the amount insured by the FDIC or the National Credit Union Share Insurance Fund or their successors. The depository shall be liable for monitoring and maintaining the collateral and collateral margins at all times. Letters of credit shall at all times be equal to or greater than 100 percent of the total value of the deposits plus anticipated interest income, less the applicable level of FDIC insurance. A deposit-specific letter of credit shall expire not less than two business days after the anticipated deposit withdrawal.
Monitoring Collateral Adequacy	For financial institution deposits, the College District requires monthly reports with market values of pledged securities for all financial institutions with which the College District has collateralized deposits. The bank shall be responsible and liable for monitoring and maintaining the collateral and collateral margins on a daily basis and for reporting these activities monthly. The College District shall regularly monitor the adequacy of collateral.
Additional Collateral	If the market value of the securities pledged as collateral for a deposit fall below 102 percent, or 100 percent for letters of credit, of the par value of the deposit plus accrued interest, less FDIC or National Credit Union Share Insurance, the institution shall be notified by the College District and shall be required to pledge additional

APPROPRIATIONS AND REVENUE SOURCES
INVESTMENTS

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(LOCAL)

collateral no later than the end of the next succeeding business day.

Collateral
Substitution

Collateralized deposits often require substitution of securities. Any financial institution requesting substitution must contact the investment officers for approval and settlement. The substituted security's value will be calculated, and substitution approved if the substitution maintains a pledged value equal to or greater than the required security level. An investment officer must provide written notification of the decision to the bank or the safekeeping agent holding the security prior to any security release. Substitution is allowable for all transactions, but should be limited, if possible, to minimize potential administrative problems and transfer expense. The investment officers may limit substitution and assess appropriate fees if substitution becomes excessive or abusive.

Funds / Strategies

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the College District and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

Operating Funds

Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements. The dollar weighted average maturity shall be less than 365 days, and the maximum allowable maturity shall be two years for any investment type.

Debt Service Funds

Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Investments purchased shall not have a stated final maturity date that exceeds the next unfunded debt service payment date.

Capital Project
Funds

Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. The stated final maturity dates of investment held should not exceed the estimated project completion date.

**Safekeeping and
Custody**

The College District shall retain clearly marked receipts providing proof of the College District's ownership or pledge. The College District may delegate, however, to an investment pool the authority

APPROPRIATIONS AND REVENUE SOURCES
INVESTMENTS

CAK
(LOCAL)

	to hold legal title as custodian of investments purchased with College District funds by the investment pool.
Safekeeping Agreement	The College District shall contract with a third-party financial institution for the safekeeping of securities owned by the College District as part of its investment portfolio.
Custody of Collateral	All collateral securing financial institution deposits shall be held by an independent, third-party financial institution approved by the College District, a Federal Home Loan Bank, or the Federal Reserve Bank.
Brokers / Dealers	<p>Securities shall only be purchased from those institutions included on the College District's list of brokers/dealers reviewed and approved by the Board at least annually.</p> <p>Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC) and be in good standing with the Financial Industry Regulatory Authority (FINRA).</p>
Competitive Bidding	<p>The College District shall require competitive bidding for all individual certificate of deposit and security purchases except for those transactions with financial institution money market accounts, MMMFs, and LGIPs, which are deemed to be made at prevailing market rates, and for government securities purchased at issue through a dealer at auction price. Rather than relying solely on yield, investment in financial institution deposits, MMMFs, and LGIPs shall be based on criteria determined by the investment officers, including adherence to SEC guidelines for MMMFs when appropriate. Bids/offers may be solicited either orally, in writing, electronically, or in any combination of those methods.</p> <p>At least three bidders shall be contacted in all transactions involving individual securities. For those situations where it may be impractical or unreasonable to receive three bids for a transaction due to a rapidly changing market environment or to secondary market availability, documentation of a competitive market survey of comparable securities or an explanation of the specific circumstance must be included with the transaction quote/bid sheet. All bids received shall be documented and filed for auditing purposes.</p>
Interest Rate Risk	To reduce exposure to changes in interest rates that could adversely affect the value of investments, the College District shall use final and weighted-average-maturity limits and diversification.
Internal Controls	A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to protect against losses of public funds arising from fraud, employee

APPROPRIATIONS AND REVENUE SOURCES
INVESTMENTS

CAK
(LOCAL)

error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the College District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.
4. Clear delegation of authority.
5. Written confirmation of telephone transactions.
6. Documentation of quotations and bids, evaluations, transactions, and rationale.
7. Avoidance of bearer-form securities.

These controls shall be reviewed by the College District's independent auditing firm.

Portfolio Report

In addition to the quarterly report required by law and signed by the College District's investment officers, a comprehensive report on the investment program and activity shall be presented annually to the Board and may be included in the fiscal year end quarterly report. "Weighted average yield to maturity" shall be the standard on which investment performance is calculated.

Annual Review

The Board shall review this investment policy and investment strategies not less than annually and shall document its review in writing, which shall include whether any changes were made to either the investment policy or investment strategies.

Annual Audit

In conjunction with the annual financial audit, the College District shall perform a compliance audit of management controls on investments and adherence to the College District's established investment policies.

If the College District invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports prepared by the investment officers must be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the Board by the auditor.

Consent agenda:

h. Approval to Adopt the Numbered Update 49 Local Policies

Purpose	To review proposed updates to the local policies listed in Appendix A to align with the Texas Association of School Boards (TASB) policy manual.
Justification	<p>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.</p> <p>This item was presented at the August 12, 2025, Committee Meeting and was deferred by the Committee Chair to the August 26, 2025 Regular Board Meeting so that all Board members would be available to review and vote. At the August 26, 2025, Regular Board Meeting, the item was not considered, and no action was taken.</p> <p>This item was presented at the September 9, 2025, Committee Meeting and was deferred to the September 23, 2025, Board Meeting. At the September 23, 2025, Board Meeting, the item was deferred, and no action was taken.</p> <p>This item was presented at the October 14, 2025, Committee Meeting for First Reading, and the Committee recommended that the policies be presented for Board action in the October 28, 2025, Board Meeting.</p>
Enclosed Documents	<p>Appendix A – List of Policies</p> <p>Appendix B - Policies</p>
Staff Resource	<p>Mary Del Paz, Vice President for Finance and Administrative Services</p> <p>Matthew S. Hebbard, Vice President for Student Affairs and Enrollment Management</p> <p>Cynthia A. Blanco, Dean of Enrollment Systems and Registrar</p> <p>George McCaleb, Executive Director for Facilities Operations and Maintenance</p> <p>Todd Nelson, Contracts and Regulatory Resources Officer-Title IX & 504 Coordinator</p> <p>Venisa Earhart, Board Relations Administrator</p>
Recommendation	No action is required from the Board at this time. This item is presented as a First Reading to obtain feedback for staff, and will be scheduled for a Second Reading at the next Board meeting for board action.

Appendix A

Item	Policy	Last Adopted Date	Update	Explanatory Notes
A.	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.
B.	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.
C.	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.
D.	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.
Policy Modifications are reflected as follows:				
Additions: blue font		Deletions: red font with a strikethrough.		Repositioned: <ul style="list-style-type: none"> • Moved From • <u>Moved To</u>

Appendix B

Policies follow in the packet.

SAFETY PROGRAM

CG
(LOCAL)

**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.
2. 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 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. Program activities intended to reduce the ultimate cost of accidents and injuries through investigation and documentation.
4. 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. Driver education programs, when available.
6. 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.

SAFETY PROGRAM

CG
(LOCAL)

**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.
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.
4. Program activities intended to reduce the ultimate cost of accidents and injuries through investigation and documentation.
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.
6. Driver education programs, when available.
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.

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

**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.

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

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 at the College District or another public institution of higher education. For the limit to apply:

1. The student must be permitted to drop the course without receiving a grade or being penalized academically;
2. The student's transcript must indicate or will indicate the student was enrolled in the course; and
3. The student must not have dropped the course to withdraw from the College District.

Exceptions
Good Cause

A student shall be permitted to exceed the limit on the number of dropped courses for any of the following reasons:

1. A severe illness or other debilitating condition that affects the student's ability to satisfactorily complete a course;
2. The care of a sick, injured, or needy person if providing that care 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 a sufficiently close relationship to the student as defined by law;
5. The student's active military duty service;
6. The active military service of a member of the student's family or a person who has a sufficiently close relationship to the student;
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

INSTRUCTIONAL ARRANGEMENTS
COURSE LOAD AND SCHEDULES

ECC
(LOCAL)

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.

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.

**Limitations 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. A "dropped course" is a course in which a student enrolled for credit, but did not complete, under the following conditions:

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

Exceptions
Good Cause

A student shall be permitted to exceed the limit on the number of dropped courses if good cause exists for 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. Responsibility for the care of a sick, injured, or needy person, 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 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
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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*

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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.

INSTRUCTIONAL ARRANGEMENTS
COURSE LOAD AND SCHEDULES

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(LOCAL)

Course Load

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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.

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Procedures

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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.

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
OTHER PROTECTED CHARACTERISTICS

FFDB
(LOCAL)

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.

**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

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
OTHER PROTECTED CHARACTERISTICS

FFDB
(LOCAL)

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

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**

Student Report

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.

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.

Exceptions

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.

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]

**Responsible
Employee**

For purposes of this policy, a “responsible employee” is an employee:

1. Who has the authority to remedy prohibited conduct.
2. Who has been given the duty of reporting incidents of prohibited conduct.
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.

The College District designates the following persons as responsible employees: any instructor, any administrator, or any College District official defined below.

**Definition of College
District Officials**

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

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
OTHER PROTECTED CHARACTERISTICS

FFDB
(LOCAL)

ADA / Section 504
Coordinator

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:

Name: Todd C. Nelson

Position: Contracts and Regulatory Resources Officer -Title IX and 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**

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.

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.

Timely Reporting

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.

**Investigation of the
Report**

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.

Initial Assessment

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.

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.

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
OTHER PROTECTED CHARACTERISTICS

FFDB
(LOCAL)

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 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>
<i>Notification of the Outcome</i>	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	

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
OTHER PROTECTED CHARACTERISTICS

FFDB
(LOCAL)

<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.
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.
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.

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.

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.

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

Student Report

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.

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.

Exceptions

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.

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]

Responsible
Employee

For purposes of this policy, a "responsible employee" is an employee:

1. Who has the authority to remedy prohibited conduct.
2. Who has been given the duty of reporting incidents of prohibited conduct.
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.

The College District designates the following persons as responsible employees: any instructor, any administrator, or any College District official defined below.

**Definition of College
District Officials**

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

ADA / Section 504
Coordinator

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:

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	<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>
Timely Reporting	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.
Investigation of the Report	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.
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</p>

allegations. The investigation may also include analysis of other information or documents related to the allegations.

**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**

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 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.

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

*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**

Prohibited Conduct

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].

Corrective Action

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.

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 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.

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

Examples

Examples of retaliation include, without limitation, threats, intimidation, coercion, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, and unwarranted grade reductions. Prohibited retaliation does not include petty slights or minor annoyances.

Failure to Report and False Claims

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.

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.

New

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.

**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.~~

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**

Student Report

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.

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.

Exceptions

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.

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]

**Responsible
Employee**

For purposes of this policy, a “responsible employee” is an employee:

1. Who has the authority to remedy prohibited conduct.
2. Who has been given the duty of reporting incidents of prohibited conduct.
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.

The College District designates the following persons as responsible employees: any instructor, any administrator, or any College District official defined below.

**Definition of College
District Officials**

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: Todd C. Nelson</p> <p>Position: Contracts & Regulatory Resources Officer / Title IX & 504 Coordinator</p> <p>Address: 3201 W. Pecan Blvd., McAllen, TX 78501</p> <p>Telephone: (956) 872-4664</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>
Alternative Reporting Procedures	<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>
Timely Reporting	<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>
Investigation of the Report	<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 ten10 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.
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.
<u>Retaliation</u>	<p>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.</p> <p>A person who is alleged to have experienced retaliation may pursue a claim under this policy or policy DIAB, as appropriate.</p>
<u>Examples</u>	<p>Examples of retaliation include, without limitation, threats, intimidation, coercion, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, and/or unwarranted grade reductions. <u>Prohibited Unlawful retaliation does not include petty slights or minor annoyances.</u></p>
Failure to Report and False Claims	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.

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)

Hazing Prohibited	Hazing by students or student organizations, as defined by law, is prohibited even if the person being hazed consents to the hazing.
Reporting Procedures	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>
Investigation of the Report	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.
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 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 Discussion of the Auxiliary Fund for Fiscal Year 2025 - 2026

Purpose	Mary Del Paz, Vice President for Finance and Administrative Services, will discuss the College's Auxiliary Fund for FY 2025 – 2026.
Justification	<p>To provide an overview of the College's Auxiliary Fund. The Auxiliary Fund Budget was approved by the Board during the Public Hearing and Special Board Meeting on August 26, 2025.</p> <p>A presentation of the Auxiliary Fund was requested at the September 9, 2025 Finance, Audit, and Human Resources Committee meeting.</p>
Enclosed Documents	None.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services
Recommendation	No action is required from the Committee.

Review and Action as Necessary on Parking License Agreement Between McAllen Economic Development Corporation and South Texas College at Technology Campus

Purpose	To approve the parking license agreement between McAllen Economic Development Corporation and South Texas College for the use of fifty (50) striped passenger-vehicle parking spaces at the STC Technology Campus.
Justification	<p>Mr. Ralph Garcia, McAllen Economic Development Corporation (MEDC) Interim Chief Operating Officer contacted the College regarding the use of overflow parking at the Technology Campus for a period of 90 days for one of their clients. The client is GE Engine Services who has recently added over 100 new manufacturing employees and are in need of temporary parking spaces while they are working with the City to approve additional spaces on site. GE has been a training partner with STC for over 20 years and plans to continue partnering with STC for additional workforce training.</p> <p>The license agreement allows for the use of 50 parking spaces for 90 days at no cost (\$0 per monthly).</p>
Enclosed Documents	Appendix A – Parking License Agreement
Staff Resource	<p>Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development</p> <p>Dr. Carlos Margo, Dean – Center for Advanced Training and Apprenticeships</p> <p>Jose Vela, Point of Contact, Division of Business, Public Safety and Technology</p> <p>Mary Del Paz, Vice President for Finance and Administrative Services</p> <p>George McCaleb, Director of Facilities Operations and Maintenance</p>
Additional Information	Information for this item was not available at the time of the October 14, 2025 Finance, Audit, and Human Resources Committee meeting, and is presented to the Board without a Committee recommendation.
Recommendation	<p><i>It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:</i></p> <p>The parking license agreement between McAllen Economic Development Corporation, and South Texas College for the use of fifty (50) striped passenger-vehicle parking spaces at STC Technology Campus, for the period beginning November 1, 2025 through January 31, 2026, as presented.</p>

PARKING LICENSE AGREEMENT

(Technology Campus – 50 Spaces)

This Parking License Agreement (“Agreement”) is entered into by and between South Texas College, a Texas public junior college district (“Licensor” or “STC”), and McAllen Economic Development Corporation, a Texas nonprofit corporation (“Licensee” or “MEDC”). The parties agree as follows:

1. Grant of License; Nature of Interest

1.1 License Only. Subject to the terms below, STC grants MEDC a limited, revocable, non-transferable license to use fifty (50) striped passenger-vehicle parking spaces within STC’s Technology Campus located at 3700 West Military Highway, McAllen, Texas (the “Campus”), in the area depicted on Exhibit A (the “Parking Area”).

1.2 No Lease or Easement. This Agreement conveys no leasehold, easement, or real property interest and does not create exclusive possession. STC retains all right, title, and interest in the Parking Area and may enter it at any time.

2. Term; Renewal; Early Termination

2.1 Term. The term begins on November 1, 2025 and continues through January 31, 2026 (the “Term”).

2.2 Renewal. By mutual written agreement at least 60 days before expiration, the Term may be renewed for one (1) additional one-year term.

2.3 Convenience Termination. Either party may terminate without cause with 60 days’ prior written notice.

2.4 Operational Termination. STC may terminate on 30 days’ notice if the Parking Area is required for construction, safety, educational operations, or law-enforcement needs.

2.5 Funding-Out. STC’s obligations are subject to appropriation of funds by its governing body; lack of appropriation permits termination without penalty.

3. Fee; Invoicing

3.1 License Fee. MEDC shall pay STC \$0 per month (the “Fee”), due within 30 days of invoice. Fees are payable in arrears unless otherwise stated.

4. Permitted Use; Users; Hours

4.1 Use. Parking of standard passenger vehicles by MEDC's designated tenant and its employees/visitors identified on Exhibit B (collectively, "Authorized Users") solely while conducting business at the tenant's nearby premises.

4.2 Hours. Use is limited to 7:00 a.m.–6:00 p.m., Monday–Friday Overnight parking, storage, commercial vehicle parking, and idling are prohibited unless STC consents in writing.

4.3 Exclusivity. The 50 spaces are non exclusive to Authorized Users. If exclusive, STC may stripe/sign the spaces accordingly.

4.4 Rules. Authorized Users must follow posted campus rules, traffic controls, and any reasonable parking procedures STC issues from time to time.

5. Condition; Maintenance; Signage; Enforcement

5.1 STC Responsibilities. STC maintains the lot's pavement/base, lighting poles, and drainage in a functional condition consistent with campus standards, subject to normal budget and maintenance cycles.

5.2 MEDC Responsibilities. MEDC will keep the Parking Area reasonably clean of litter attributable to its use and promptly report hazards or damage. If MEDC or its Authorized Users damage the Parking Area, MEDC will reimburse STC's reasonable repair costs.

5.3 Signage & Marking. STC controls campus signage. Upon request, STC will consider reasonable "Reserved for MEDC Tenant" signage/markings; MEDC will reimburse the actual, reasonable costs if STC installs custom signs or restripes.

5.4 Enforcement. STC may ticket or tow vehicles violating campus parking rules or this Agreement in accordance with law and campus policy.

6. Compliance; Safety; ADA

MEDC shall ensure Authorized Users comply with all applicable laws, City ordinances, and campus policies, including fire lanes and ADA parking rules. MEDC will not obstruct access routes, fire lanes, or ADA spaces.

7. Insurance

7.1 Coverage. Each party shall maintain, at its expense, during the Term: (a) Commercial General Liability with limits not less than \$1,000,000 per occurrence / \$2,000,000 aggregate; and (b) Automobile Liability to the extent vehicles are operated in connection with this Agreement; and (c) workers' compensation as required by law.

7.2 Form. To the extent commercially available and permitted by law, each party shall name the other as an additional insured on its CGL and provide a waiver of subrogation. STC may satisfy coverage through self-insurance or a governmental risk pool. Upon request, each party will provide reasonable evidence of coverage.

8. Indemnity; Immunities

8.1 Mutual Fault-Based Indemnity. To the extent permitted by law, each party (the “Indemnifying Party”) shall defend, indemnify, and hold harmless the other, and its officers, employees, and agents, from third-party claims for bodily injury, death, or property damage to the extent caused by the Indemnifying Party’s negligence or willful misconduct. No party indemnifies the other for the other’s sole negligence.

8.2 No Waiver of Immunity. Nothing in this Agreement waives or is intended to waive STC’s sovereign or governmental immunities, defenses, or limitations of liability under Texas law (including the Texas Tort Claims Act).

9. No Assignment; No Sub-License

MEDC may not assign this Agreement or grant any sub-license without STC’s prior written consent. STC may freely assign to a governmental successor.

10. Defaults; Remedies

If either party materially breaches and fails to cure within 15 days after written notice (or, if not curable within 15 days, fails to commence and diligently pursue cure), the non-breaching party may terminate and pursue remedies available at law or in equity, subject to Section 8.2.

11. Casualty; Force Majeure

Neither party is liable for failure to perform caused by events beyond its reasonable control (force majeure). Casualty or closures for safety, repairs, or emergencies do not constitute a breach; Fee abatement under Section 3.2 applies if thresholds are met.

12. Recording

This Agreement shall not be recorded. The parties may record a short-form memorandum only if required by law and approved by STC.

13. Notices

Notices must be in writing and delivered by hand, certified mail, or reputable overnight courier to the addresses on Exhibit C (with courtesy email).

14. Miscellaneous

14.1 Independent Parties. The parties are independent; no partnership, joint venture, or agency is created.

14.2 Governing Law; Venue. Texas law governs; venue lies exclusively in Hidalgo County, Texas.

14.3 Entire Agreement; Amendments. This is the entire agreement; amendments must be in a signed writing.

14.4 Counterparts; E-Signatures. Counterparts and electronic signatures are binding.

SIGNATURES

LICENSOR:

South Texas College

By: _____

Name: Dr. Ricardo J. Solis

Title: President

Date: _____

LICENSEE:

McAllen Economic Development Corporation

By: _____

Name: _____

Title: _____

Date: _____

Tenant Acknowledgment

The undersigned Tenant acknowledges it is an Authorized User under this Agreement, agrees to comply with all parking rules and the restrictions in Sections 4–6, and understands violations may result in towing or loss of parking privileges.

Tenant: _____

By: _____

Name/Title: _____

Date: _____

Exhibit A – Site Plan / 50-Space Layout

(attach a campus map highlighting the exact row(s)/area and access route)

Exhibit B – Authorized Tenant

- Company name, address, and main contact
- Approximate headcount parking on site
- Days/hours of operation

Exhibit C – Notices

- STC notice address + email copy
- MEDC notice address + email copy

Review and Action as Necessary on the 2025 – 2027 McAllen Holiday Parade Sponsorship Agreement

Purpose	Administration is requesting that the College continue its sponsorship of the annual City of McAllen Holiday Parade to be held on Saturday, December 6, 2025 . The Board is asked to review and approve the 2025–2027 McAllen Holiday Parade Sponsorship Agreement with the City of McAllen.
Justification	<p>The McAllen Holiday Parade is the largest illuminated holiday and helium balloon parade in Texas. Held on the first Saturday in December, the parade’s mission is to enhance the quality of life of residents and visitors through a large-scale, illuminated parade featuring magical floats, giant helium and cold air-filled balloons, marching bands, and celebrities.</p> <p>The parade represents a collaborative effort among City of McAllen departments, sponsors, and community volunteers to bring this uniquely memorable holiday celebration to Texas.</p> <p>The sponsorship allows the College to benefit from prominent logo and brand inclusion in promotional materials, artwork, advertisements, signage, and other branding elements associated with the parade and related activities. As part of the agreement, South Texas College will have a customized, branded float featured on a statewide broadcast.</p> <p>The terms of the agreement shall be for a period of three years, beginning in 2025 through 2027. The sponsorship fee for this agreement is \$30,000 per year for three years, for a total of \$90,000. Non-public funds will be used for this expenditure</p>
Funding	Sponsorship Account (External Affairs)
Enclosed Documents	A copy of the proposed Interlocal Agreement is included in the Board packet for the Board’s information and review.
Staff Resource	Ms. Lynda Lopez, Executive Director for Public Relations and Marketing and Mrs. Olivia Gomez, Director of External Affairs will be present at the Board meeting to address any questions from the Board members.
Recommendation	<p><i>It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:</i></p> <p>The Board of Trustees of South Texas College approves and authorizes the 2025–2027 McAllen Holiday Parade Sponsorship Agreement with the City of McAllen for a total of \$90,000, to be paid at \$30,000 each year for a period of three years as presented.</p>

Approval Recommended:

Dr. Ricardo J. Solis
President

2025-2027 McALLEN SPECIAL EVENTS

SPONSORSHIP AGREEMENT

This Sponsorship Agreement (“Agreement”) is made between the City of McAllen (“City”), a municipal corporation of the State of Texas, acting by and through its City Manager and Assistants (“ACM”) and **South Texas College** hereafter called “Sponsor”, for the following express purposes and conditions. **Whereas**, the City in in charge of organizing and presenting the following City of McAllen Special Events ("Special Events"): **McAllen Holiday Parade (“Parade”)**

Whereas, Sponsor desires to sponsor Special Events.

Now Therefore, the Parties agree as follows:

1. Sponsor

Name: **South Texas College**
Authorized Agent: _____
Title: _____
Address: _____
Telephone: _____
E-mail: _____

City

Name: **City of McAllen**
Authorized Agent: **Isaac J. Tawil**
Title: **City Manager**
Address: **1300 Houston Ave., McAllen, Tx. 78501**
Telephone: **956-681-1003**
E-mail: **isaac.tawil@mcallen.net**

2. Term; Termination; Non-Appropriation

The term of this agreement shall commence upon the effective date of this agreement and shall terminate at 11:59 p.m. on Sunday, December 7, 2027. The term of this agreement shall be for a period of three (3) years (2025, 2026, 2027) from the date of execution, unless extend or terminated earlier in writing in accordance with the terms of this agreement. Either party may terminate for material breach not cured within 30 days of notice. Sponsor may terminate for convenience upon 60 days’ notice prior to the Event with a pro-rata refund of any prepaid amounts. If funds are not appropriated for a subsequent year, Sponsor may terminate without penalty upon notice. If City fails to deliver any Material Sponsorship Benefit (as defined in Exhibit A-1), Sponsor may elect a refund/credit.

3. Sponsorship Category

Official Sponsor

4. Sponsor Rights

The City hereby grants to sponsor, during the Term of this Agreement, the following sponsorship benefits (the “Sponsorship Rights”), pursuant to the terms of this Agreement:

Exhibit A - McAllen Holiday Parade “Parade”

5. Sponsorship Fee

For the rights and benefits outlined within this partnership proposal (“Sponsor Rights”), the Sponsor agrees to a three (3) years sponsorship investment. Sponsor shall pay the City the sum of \$30,000 (the “Sponsorship Monetary Fee”) per years 2025, 2026, 2027 for the sponsorship of the McAllen Holiday Parade. 50% of The Sponsorship fee shall be paid for the first year within thirty (30) days of execution of this agreement. The Sponsorship Fee shall be paid in full for the first year no later than December 1st and payment of the Sponsorship Fee shall be made no later than November 30th of each succeeding year of this agreement.

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6. Force Majeure.

If a Force Majeure Event prevents or materially impairs delivery of the Event or any material Sponsorship Benefit, the parties will in good faith agree on (i) rescheduling, (ii) equivalent make-goods of equal or greater value, or (iii) a pro-rata refund/credit of the Sponsorship Fee. No party shall owe liquidated damages, and Sponsor shall not be responsible for costs for undelivered benefits. Any substitutions must be mutually agreed in writing.

7. Indemnity.

Each party (the Indemnifying Party) shall defend, indemnify, and hold harmless the other party and its officers, employees, and agents (the Indemnified Party) from third-party claims to the extent arising out of the Indemnifying Party’s negligence or willful misconduct in connection with this Agreement. In no event shall Sponsor indemnify City for City’s negligence or willful misconduct. Nothing herein waives either party’s sovereign or governmental immunities, and Sponsor’s obligations are limited to the extent permitted by applicable Texas law.

8. Intellectual Property/Marks:

Each party retains its marks. Prior written approval is required for all uses of Sponsor's marks; not contemplated in this agreement, use must comply with STC guidelines; no implied endorsement; no sub-licensing; immediate takedown upon notice.

9.

9.1 Governing Law; Venue; Immunities.

This Agreement is governed by the laws of the State of Texas, without regard to conflict-of-laws principles. Venue lies exclusively in a court of competent jurisdiction in Hidalgo County, Texas. Nothing in this Agreement waives the sovereign, governmental, or official immunities of Sponsor or City or any defenses available under Texas law.

8.2 Relationship of the Parties.

The parties are independent contractors. Nothing in this Agreement creates a partnership, joint venture, employment, franchise, or agency relationship. Neither party may bind the other.

8.3 Assignment; Subcontractors.

Neither party may assign this Agreement, in whole or in part, without the other party's prior written consent, which shall not be unreasonably withheld; provided, Sponsor may assign to a Texas public successor by operation of law. Any attempted assignment in violation of this Section is void. City remains fully responsible for the performance of its contractors and subcontractors.

By signing, you indicate acceptance of this Agreement on behalf of the entity you represent and you declare your ability to sign this Agreement on behalf of the sponsor/City (as the case may be).

Signed for and on behalf of Sponsor:

Signature

Date

Capacity

Signed for and on behalf of City:

Signature

Date

Director of Special Events

Capacity

Signature

Date

City Manager

Capacity

Exhibit A- 2025, 2026, 2027 McAllen Holiday Parade “Sponsor Rights”

Partnership Includes:

ADVERTISING, MARKETING, PROMOTIONS & PUBLIC RELATIONS

- 1. Event branding:** Prominent logo placement
- 2.** Mention as Sponsor in news releases and press conferences
- 3.** Press Conference to be held at a McDonald’s location
- 4. Logo & brand inclusion in marketing materials,** including print; website; flyer distribution (City of McAllen Utility water bills); e-mail blasts; and digital advertising at McAllen Veterans Memorial Stadium; television broadcasts
- 5. Broadcast:** 1 hour holiday special to air on Texas wide broadcast
- 6. Branded Float –** A custom designed and built branded float
- 7. Social Media:** organic and boosted posts, across multiple platforms and handles

DATA CAPTURING

8. Any survey will be conducted by a mutually approved neutral vendor; Sponsor owns all data and receives raw and aggregated results. Collection and use will comply with applicable privacy/education laws. No competitor shall access Sponsor's data.

ONSITE ACTIVATION AND BRANDING

- 9.** Customized branded float
- 10.** A prominent space for sponsor activation at Christmas in the Park
- 11.** Sponsor will receive two (2) approved banners placement along parade route
- 12.** LED Screen Digital Logo Inclusion

HOSPITALITY

- 13.** Fifty (50) VIP Stadium Tickets
- 14.** Four (4) tickets to Pre-Event Private Float Viewing Sponsor Reception
- 15.** Fifteen (15) VIP Celebrity Meet & Greet Reception – Stadium
- 16.** Four (4) VIP Parking Passes

Review and Discussion of First Reading of Local Board Policies Included in Numbered Update 49

Purpose	To review proposed updates to the local policies listed in Appendix A to align with the Texas Association of School Boards (TASB) policy manual.
Justification	<p>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.</p> <p>This item was presented at the August 12, 2025, Committee Meeting and was deferred by the Committee Chair to the August 26, 2025 Regular Board Meeting so that all Board members would be available to review and vote. At the August 26, 2025, Regular Board Meeting, the item was not considered, and no action was taken.</p> <p>This item was presented at the September 9, 2025, Committee Meeting and was deferred to the September 23, 2025 Board Meeting. At the September 23, 2025 Board Meeting, the item was deferred, and no action was taken.</p>
Enclosed Documents	Appendix A – List of Policies Appendix B - Policies
Staff Resource	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
Recommendation	No action is required from the Board at this time. This item is presented as a First Reading to obtain feedback for staff, and will be scheduled for a Second Reading at the next Board meeting for board action.

Appendix A

Item	Policy	Last Adopted Date	Update	Explanatory Notes
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.
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.	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.
Policy Modifications are reflected as follows:				
Additions: blue font		Deletions: red font with a strikethrough.		Repositioned: <ul style="list-style-type: none"> Moved From <u>Moved To</u>

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, who shall have the following duties:

1. A Chairman 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 Secretary, who may, but does 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 Board; and
 - b. Perform such other duties and functions as may, from time to time, be assigned by the Board; and
4. Any other officers, as deemed necessary or advisable, who shall have the duties and responsibilities assigned by the Board.

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

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.

Election of Officers

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. In addition to the required post-election organization, the Board may also organize at any other times.

BOARD INTERNAL ORGANIZATION
BOARD OFFICERS AND OFFICIALS

BCA
(LOCAL)

Board Officers

The Board shall elect a Chair and a Vice Chair, who shall be members of the Board, and A Secretary, who may or may not be a member of the Board. The Board may elect other officers as deemed necessary or advisable. Officers shall be elected by majority vote of the 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.

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.

Vacancy

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 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, 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.

BOARD INTERNAL ORGANIZATION
BOARD OFFICERS AND OFFICIALS

BCA
(LOCAL)

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 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.

New

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)

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 of Board
Committees

Committees may be created by the Chairman of the Board to advise the Board and facilitate the efficient operation of the Board.

The Board is not bound by the action of a Board committee or any of its individual members.

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;
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:

BOARD INTERNAL ORGANIZATION
BOARD COMMITTEES

BCB
(LOCAL)

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.

Facilities

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:

1. Current and long-term facilities' needs of the College District at all campuses and developing plans to meet projected needs;
2. Development of the facilities master plan for the College District;
3. Capital improvement projects for the College District;
4. Development and adherence to facilities design guidelines and standards for projects College District-wide;
5. Selection of design professionals, engineering, and construction services firms;

BOARD INTERNAL ORGANIZATION
BOARD COMMITTEES

BCB
(LOCAL)

6. Priorities for the renovation of existing space or addition of new space;
7. Acquisition of real property;
8. Naming of College District buildings and other facilities; and
9. Project status against contractual arrangements.

Additional
Committees

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.

Quorum

A quorum is not necessary to conduct committee business.

Current

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.

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

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

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">1. Current and long-term facilities' needs of the College District at all campuses and developing plans to meet projected needs;2. Development of the facilities master plan for the College District;3. Capital improvement projects for the College District;4. Development and adherence to facilities design guidelines and standards for projects College District-wide;5. Selection of design professionals, engineering, and construction services firms;6. Priorities for the renovation of existing space or addition of new space;7. Acquisition of real property;8. Naming of College District buildings and other facilities; and9. Project status against contractual arrangements.
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
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

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:

1. Current and long-term facilities' needs of the College District at all campuses and developing plans to meet projected needs;
2. Development of the facilities master plan for the College District;
3. Capital improvement projects for the College District;
4. Development and adherence to facilities design guidelines and standards for projects College District-wide;
5. Selection of design professionals, engineering, and construction services firms;
6. Priorities for the renovation of existing space or addition of new space;
7. Acquisition of real property;
8. Naming of College District buildings and other facilities; and
9. Project status against contractual arrangements.

Additional
Committees

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.

Quorum

A quorum is not necessary to conduct committee business.

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.

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
OTHER PROTECTED CHARACTERISTICS

DIAB
(LOCAL)

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.

**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.

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
OTHER PROTECTED CHARACTERISTICS

DIAB
(LOCAL)

	<p>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.</p>
Examples	<p>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.</p>
Prohibited Conduct	<p>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.</p>
Reporting Procedures	<p>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.</p> <p>Alternatively, the employee may report the alleged acts to one of the College District officials below.</p> <p>For the purposes of this policy, College District officials are the ADA/Section 504 coordinator and the College President.</p>
Definition of College District Officials	<p>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:</p>
ADA / Section 504 Coordinator	<p>Name: Todd C. Nelson</p> <p>Position: Contracts and Regulatory Resources Officer - Title IX and 504 Coordinator</p> <p>Address: 3201 W. Pecan Blvd, McAllen, TX 78501</p> <p>Telephone: (956) 872-4664</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>
Alternative Reporting Procedures	<p>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>

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
OTHER PROTECTED CHARACTERISTICS

DIAB
(LOCAL)

	<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>
Timely Reporting	<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>
Notice of Report	<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>
Investigation of the Report	<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>
Concluding the Investigation	<p>Absent extenuating circumstances, the investigation should be completed within 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>

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
OTHER PROTECTED CHARACTERISTICS

DIAB
(LOCAL)

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.

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.

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.

**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.

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.

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.

Timely Reporting

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.

Notice of Report

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.

**Investigation of the
Report**

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.

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.

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.

If appropriate, the College District shall promptly take interim action calculated to prevent prohibited conduct during the course of an investigation.

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.

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.

**Concluding the
Investigation**

Absent extenuating circumstances, the investigation should be completed within 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.

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	<p>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.</p> <p>A person who is alleged to have experienced retaliation may pursue a claim under this policy or policy FFDB, as appropriate.</p>
Examples	Examples of retaliation 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	<p>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]</p> <p>The party may have a right to file a complaint with appropriate state or federal agencies.</p>
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.

New

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.

**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>
Timely Reporting	<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>
Notice of Report	<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>
Investigation of the Report	<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>
Concluding the Investigation	<p>Absent extenuating circumstances, the investigation should be completed within ten¹⁰ 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.

Markup

Review and Discussion of First Reading of Local Board Policies

Purpose	To review proposed revisions to local board policies listed in Appendix A to align with College operations.
Justification	<p>The local board policies reflect the College's internal operations. Below is a justification for each local policy.</p> <p>This item was presented at the August 12, 2025, Committee Meeting and was deferred by the Committee Chair to the August 26, 2025, Regular Board Meeting so that all Board members would be available to review and vote. At the August 26, 2025, Regular Board Meeting, the item was not considered, and no action was taken.</p> <p>This item was presented at the September 9, 2025, Committee Meeting and was deferred by the Committee Chair to the September 23, 2025 Regular Board Meeting. At the September 23, 2025, Board Meeting, the item was deferred, and no action was taken.</p>
Enclosed Documents	<p>Appendix A – List of Policies</p> <p>Appendix B – Policies</p> <p>Appendix C – Examples of DGBA Policies from other Texas Community Colleges</p> <p>Appendix D – Fee schedules for each campus</p>
Staff Resource	<p>Matthew Hebbard, Vice President for Student Affairs and Enrollment Management</p> <p>Cynthia Blanco, Dean of Enrollment Systems and Registrar</p> <p>Mary Del Paz, Vice President for Finance and Administrative Services</p> <p>Myriam Lopez, Associate Vice President - Finance and Management</p> <p>Claudia Olivares, Director for Human Resources – Employee Relations and Title IX</p> <p>George McCaleb, Executive Director - Facilities Operations and Maintenance</p>
Recommendation	No action is required from the Board. This item is presented as a First Reading to obtain feedback for staff, and will be scheduled for a Second Reading at the next Board meeting for Board action.

Appendix A

Item	Policy	Last Adopted Date	Justification
A.	Policy CDC (LOCAL) – Accounting: Audits	5/28/2024	The policy was amended to include a new section to address internal auditor reporting and direction of work.
B.	Policy DGBA (LOCAL) – Personnel – Management Relations: Employee Grievances	6/24/2025	The policy has been amended to include a new section to address complaints involving Board Members and the College President.
C.	Policy FB (LOCAL) – Admissions	01/30/2024	A part of the 89 th 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.
D.	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.
Policy Modifications are reflected as follows:			
Additions: blue font		Deletions: red font with a strikethrough.	Repositioned: <ul style="list-style-type: none"> Moved From <u>Moved To</u>

Appendix B

Policies follow in the packet.

The Board shall select an auditing firm for a designated period through a Request for Qualifications (RFQ) and an engagement letter that outlines the Board's expectations for the annual audit and ensures that the audit firm follows the guidelines and standards of the American Institute of Certified Public Accountants (AICPA) and the Governmental Accounting Standards Board (GASB).

The annual audit of all funds shall be made to determine:

1. The adequacy of the Board's fiscal policies;
2. The execution of those fiscal policies; and
3. A check and review of the College District's fiscal actions for the preceding year.

A comprehensive audit report of all funds and accounts of the College District, including a management letter, shall be submitted annually to the Board. A copy of the independent audit shall become a part of the Board's official minutes and shall be available to the public for inspection during regular office hours.

Periodically, the College President shall submit reports to the Board evaluating the work of the College District's auditor.

Internal Audits

The College District shall maintain an Internal Audit Function. The objective of Internal Audit is to provide an independent review and appraisal of accounting, financial, and operations of any activity as a service to the Board. Internal Audit shall have full, free, and unrestricted access to any of the College District's records, property, and personnel relevant to any subject under review. Internal Audit findings shall be reported to the Board. The Internal Audit Function will conform with the International Standards for the Professional Practice of Internal Auditing as promulgated by the Institute of Internal Auditors.

Evaluation of Internal Auditor

The South Texas College Board of Trustees shall meet in executive session to conduct a performance appraisal of the Internal Auditor annually. In reviewing the performance, the Board provides feedback to the Internal Auditor on observed strengths and any areas needing improvement for the upcoming academic year.

The performance appraisal will be retained at the Office of the President upon completion.

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The College District shall maintain an Internal Audit Function. The objective of Internal Audit is to provide an independent review and appraisal of accounting, financial, and operations of any activity as a service to the Board.

Internal Auditor- Reporting and Direction of Work

1. **Employment and Independence.** The Internal Auditor is employed by and functionally reports to the Board of Trustees (the "Board"). The Internal Auditor shall perform work in accordance with the Institute of Internal Auditors' International Standards for the Professional Practice of Internal Auditing and Code of Ethics.
2. **Dual Reporting.** The Internal Auditor reports administratively to the College President for day-to-day matters (e.g., payroll, leave, workspace, procurement) but reports functionally to the Board for all audit matters (e.g., charter, risk assessment, audit plan, scope, results, and performance evaluation).
3. **Direction of Audits.** Audit projects shall be performed pursuant to the Board-approved Annual Internal Audit Plan. Only the Board (or its designated committee) or the College President may direct the Internal Auditor to undertake audits, investigations, or advisory reviews outside the Board-approved plan. Any such direction by the College President shall be reported to the Board (or its committee)

at the next regular meeting (or within five business days, whichever is earlier) for acknowledgment and, if needed, plan/budget adjustment.

4. **Independence From Management Direction.** No officer, employee, or unit—other than the Board or the College President as provided above—may direct, limit, influence, or otherwise interfere with the scope, timing, reporting, or priority of the Internal Auditor's work.
5. **Access and Cooperation.** The Internal Auditor shall have full, free, and unrestricted access to all records, systems, facilities, property, and personnel necessary to perform assigned duties, and all employees shall cooperate fully.
6. **Conflicts of Direction.** If direction provided by the College President conflicts with the Internal Auditor's professional judgment or with Board direction, the Internal Auditor shall promptly notify the Board (or its committee). Board direction prevails on all audit matters.

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PERSONNEL-MANAGEMENT RELATIONS
EMPLOYEE GRIEVANCES

DGBA
(LOCAL)

**Employee
Grievances**

College District employees have the right to present grievances concerning their wages, hours of employment, or conditions of work, either individually or through a representative. Employees can seek to redress a grievance by filing a complaint in accordance with this policy.

Guiding Principles
Informal Process

The Board encourages employees to discuss their concerns with their supervisor who has the authority to address the concerns.

Concerns should be expressed as soon as possible to allow early resolution at the lowest possible supervisory level.

Even after initiating the formal grievance process, the College District encourages employees to seek informal resolution of concerns. An employee whose concerns are resolved may withdraw a formal grievance at any time. Informal resolution should not extend any deadlines in this policy, except by mutual written consent.

Definition

A complaint or grievance is defined as an unresolved issue concerning an employee's wages, hours of employment, unlawful dismissal/contract termination, or conditions of work.

In this policy, the terms "complaint" and "grievance" shall have the same meaning.

Notification of Rights

The College District shall inform employees of this policy through appropriate College District publications.

The processes described in this policy shall not create new or additional rights beyond those granted by law or other Board policies.

**Whistleblower
Complaints**

Employees shall file whistleblower complaints within the time specified by law. Such complaints shall first be filed in accordance with initiating grievances at Level Two, below. Timelines for the employee and the College District set out in this policy may be shortened to allow the College President to make a final decision within 60 days of the initiation of the complaint. [See DG(LEGAL)]

**Other Complaint
Processes**

Employees shall file complaints according to the procedures established by the College President, in accordance with Board policies, except as required by law. For complaints protected by law within this policy, employees shall file according to the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA(LOCAL) after the relevant complaint process:

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability). [See DIAA and DIAB]

PERSONNEL-MANAGEMENT RELATIONS
EMPLOYEE GRIEVANCES

DGBA
(LOCAL)

2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violations of Title VII. [See DIAA and DIAB]
3. Complaints concerning retaliation relating to discrimination and harassment. [See DIAA and DIAB]
4. Complaints concerning a commissioned peace officer who is an employee of the College District. [See CHA]
5. Complaints concerning an employment preference for former foster children. [See DC]
6. Complaints arising from the dismissal of term contract faculty members. [See DMAA]
7. Complaints concerning the nonrenewal or termination of term contract faculty members. [See DMAB]

General Provisions

Filing

Employees shall file grievances and appeals in writing with the Office of Human Resources (OHR). While the College District provides an appropriate form in electronic format, employees may also submit written documents or emails as attachments to support their filing via email or hand deliver the form to the OHR.

The employee complaint form must include the following information:

1. A clear explanation of the employee's specific concern;
2. A description of how the employee's employment has been affected; and
3. A description of the relief the employee is seeking.

An employee shall file a grievance within 10 business days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the grievance.

Employees may file complaints and supporting documentation electronically via the College District's complaint submission webpage. Electronic filings shall be timely if the OHR receives the filing by the close of business on the deadline, as indicated by the date/time shown on the electronic communication.

The employee shall attach copies of any documents that support the grievance to the complaint form. If the employee does not have copies, the employee may present the original documents at the Level One conference. After the Level One conference, the employee may not submit new documents unless the employee did not know the documents existed before the Level One conference.

PERSONNEL-MANAGEMENT RELATIONS
EMPLOYEE GRIEVANCES

DGBA
(LOCAL)

The College District may dismiss any grievance form that an employee submits as incomplete in any material aspect. The employee may refile the grievance with all the required information if the refiling is within five business days of the dismissal.

Scheduling
Conferences

The College District shall make reasonable attempts, including no fewer than three, to schedule conferences at a mutually agreeable time. If the employee fails to appear at a scheduled conference, the College District may hold the conference and issue a decision in the employee's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the employee. Responses may be hand-delivered, sent by electronic communication to the employee's email address of record, or sent by U.S. Mail to the employee's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean College District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one." A College District business day is defined as a day that the College District at large is open and conducting business.

Representative

"Representative" means any person or an organization that is designated by the employee to represent him or her in the complaint process.

The employee may designate a representative through written notice at any level of this process. If the employee provides less than two days' notice to the College District before a scheduled conference, the College District may reschedule the conference to a later date, if desired, to allow time to consult with its counsel.

The College District may be represented by counsel at any level of the process only in the event the grievant is represented or the grievant themselves is a licensed attorney. In such cases, the College District will provide at least two days' notice to the employee if it intends to have legal counsel present at a conference.

**Consolidating
Complaints**

Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the College District may consolidate the complaints.

PERSONNEL-MANAGEMENT RELATIONS
EMPLOYEE GRIEVANCES

DGBA
(LOCAL)

Time Limits and Cost All time limits shall be strictly complied with, unless extended by mutual written consent signed by both parties or by extenuating circumstances that are properly documented with the OHR and shared with both parties. Each party shall pay its own costs incurred during the course of the grievance, including attorney fees.

Grievance Process

Level One

*Immediate
Supervisor*

The Level One supervisor shall be the lowest level supervisor or designee in the employee's chain of command with the authority to remedy the alleged problem. If that supervisor is the vice president in the employee's chain of command or the College President, the grievance procedure shall begin at Level Two, as appropriate.

The Level One procedure is as follows:

1. Upon receipt of the grievance, the OHR shall review the submission and may request clarification from the employee, if necessary. Once the OHR has completed its review, the grievance shall be forwarded to the immediate supervisor, who shall investigate as needed and schedule a conference with the employee within 15 business days of receiving the grievance from the OHR.
2. The supervisor may set reasonable time limits for the conference. The supervisor may issue a decision on the basis of the written complaint in instances where an employee is unwilling to conference with the Level One supervisor.
3. Absent extenuating circumstances, the supervisor shall provide the employee a written response within 15 business days following the conference stating whether the grievance is being granted or not. If the grievance is being granted, the supervisor will inform the employee whether the relief requested is being granted either in whole or in part or whether an alternate form of relief is being offered. In reaching a decision, the supervisor may consider information provided at the grievance conference and any other relevant documents or information the supervisor believes will help resolve the grievance.
4. The supervisor shall forward to the OHR or designee:
 - a. All documents submitted by the employee at Level One, if applicable;
 - b. The written response issued at Level One, if any, and any attachments; and
 - c. All other documents relied upon by the Level One supervisor in reaching the Level One decision.

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Level Two

Vice President

If the employee did not receive the relief requested at Level One or if the time for a response from the Level One supervisor has expired, the employee may request a conference with the vice president or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the College District, within 10 business days of the date of the written Level One response or, if no response was received, within 15 business days of the Level One response deadline.

After receiving notice of the appeal, the Level One supervisor shall forward to the Level Two administrator:

1. The original complaint form and any attachments;
2. All other documents submitted by the employee at Level One;
3. The written response issued at Level One, if any, and any attachments; and
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Level Two administrator may schedule a conference within 15 business days after the appeal notice is filed. The conference shall be limited to the issues and documents presented by the employee at Level One and identified in the Level Two appeal notice. At the conference, the employee may provide information concerning any documents or information made part of the Level One conference. The Level Two administrator may set reasonable time limits for the conference.

The Level Two administrator shall provide the employee a written response within 20 business days following the conference or 20 business days after the appeal notice is received. In reaching a decision, the Level Two administrator may consider information provided at the Level One conference, information provided at the Level Two conference, and any other relevant documents or information the Level Two administrator believes will help resolve the complaint. The employee complaint decision of the vice president is final and not appealable under this policy.

College President

In instances where the respective department does not have a vice president, the employee may present the written complaint to the College President. A complaint concerning the proposed termination of an at-will employee may be presented to the College President if the employee has alleged retaliation, harassment, or discrimination in the complaint.

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If the complaint is not resolved to the employee's satisfaction at Level One, and if the employee's supervisor is a vice president or the employee's respective department does not have a vice president, the employee may present the complaint to the College President. The complaint shall be submitted to the College President not later than 10 business days from the date of the decision at Level One. The employee shall provide a clear and concise statement detailing the reason(s) why the Level One decision was not acceptable to the employee.

The College President may consult with the executive director of human resources or designee and shall, not later than 20 business days following receipt of the complaint, issue a written decision, which shall be mailed and/or emailed to the employee. The decision of the College President may grant or deny the remedy being requested by the employee, or offer an alternative resolution. The employee complaint decision of the College President is final and not appealable under this policy.

**Public Comment to
the Board**

Nothing in this policy precludes an employee who has exhausted the procedures in this policy from addressing the Board of Trustees at the next regular public meeting in accordance with the provision for hearing citizens. The Board is not required to take any action concerning a grievance but will listen to the employee's concerns. [See BDB]

**Proposed
Termination of an At-
Will Employee**

An at-will employee who is proposed for termination may file a complaint concerning the proposed termination directly with the College President, bypassing Level One and Level Two (vice president), if the employee's complaint alleges that the proposed termination constitutes retaliation, harassment, or discrimination. A complaint concerning the proposed termination of an at-will employee may be presented to the College President within three working days from the date the employee was informed of the proposed termination. The decision of the College President is final and not appealable under this policy.

Retaliation

Neither the Board nor any College District employee shall retaliate against an employee for bringing a concern or complaint.

The College District prohibits retaliation against an employee who files a complaint or grievance under this policy, serves as a witness, or otherwise participates in an investigation. The provisions of the policy do not extend into a due process procedure.

The policy is an internal procedure designed to provide employees with the opportunity to address complaints.

PERSONNEL-MANAGEMENT RELATIONS
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**Other Grievance
Provisions**

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor is it intended to create constitutional due process rights or to require a full evidentiary hearing or “mini-trial” at any level.

Employees who have identical grievances and who seek the same remedy may jointly file a group grievance. A group grievance must be signed by all of the employees in a group and be presented by a representative of the group. The grievance must identify the person acting as the representative of the group. The group representative may be one of the employees in the group or some other person or entity chosen by the group. Any communications regarding the grievance between the College District and the employee group and any decision regarding disposition of the grievance shall be made through the group representative only.

Nothing in this policy shall be construed to prevent the College District from addressing employee conduct that violates College District policies, procedures, or standards of conduct.

Malicious, false, or frivolous complaints are a violation of the College District’s standards of conduct and may be cause for corrective action.

Any supervisor or management official with responsibility for hearing a grievance at Level One or Level Two who knowingly fails to conduct a conference with the grievant within the time period prescribed by this policy may be subject to disciplinary action up to and including termination.

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EMPLOYEE GRIEVANCES

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**Employee
Grievances**

College District employees have the right to present grievances concerning their wages, hours of employment, or conditions of work, either individually or through a representative. Employees can seek to redress a grievance by filing a complaint in accordance with this policy.

Guiding Principles
Informal Process

The Board highly encourages employees to discuss their concerns with their supervisor, or employee's chain of command who has the authority to address the concerns. Chain of command is defined as an employee's immediate supervisor, and each successive level of leadership up the administrative hierarchy (e.g., Manager, Director, Chair, Dean, VP).

Concerns should be expressed as soon as possible to allow for open dialogue and early resolution at the lowest possible supervisory level.

Even after initiating the formal grievance process, the College District encourages employees to seek informal resolution of concerns. An employee whose concerns are resolved may withdraw a formal grievance at any time. Informal resolution should not extend any deadlines in this policy, except by mutual written consent.

Informal resolution does not require the completion of the paper or electronic DGBA (Local) Employee Complaint Form, nor will it be submitted to HR.

Definition

A complaint or grievance is defined as an unresolved issue concerning an employee's wages, hours of employment, unlawful dismissal/contract termination, or conditions of work.

In this policy, the terms "complaint" and "grievance" shall have the same meaning.

Notification of Rights

The College District shall inform employees of this policy through appropriate College District publications.

The processes described in this policy shall not create new or additional rights beyond those granted by law or other Board policies.

**Whistleblower
Complaints**

Employees shall file whistleblower complaints within the time specified by law. Such complaints shall first be filed in accordance with initiating grievances at Level Two, below. Timelines for the employee and the College District set out in this policy may be shortened to allow the College President to make a final decision within 60 days of the initiation of the complaint. [See DG(LEGAL)]

**Complaints Against
College President or
Board Member**

Complaints alleging a violation of law or policy by the College President or a Board member may be made to the Board Chair, or to the Vice Chair if the complaint is against the Board Chair.

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The Chair or Vice Chair will undertake a process to resolve the complaint and share the complaint with the rest of the board within 24 hours. The Chair or Vice Chair may use College Attorneys to share the complaint with the rest of the board and determine whether or not a special meeting needs to be called.

The Chair or Vice Chair may initiate an independent investigation of a written complaint after receiving approval from a majority of the Board. Upon approval, the Chair or Vice Chair shall consult with Board Counsel, and then name an independent third party approved by the Board to investigate the complaint within the parameters set by the Board. Further, the Chair or Vice Chair shall provide regular updates to the Board through the named investigator.

If the investigation finds that a Board member has violated a law or College District policy, the Board can reprimand or censure the Board member, or apply any other sanction available under Texas law. If the investigation finds that the College President has violated a law or College District policy, the Board can take appropriate disciplinary action, up to and including termination of employment.

**Other Complaint
Processes**

Employees shall file complaints according to the procedures established by the College President, in accordance with Board policies, except as required by law. For complaints protected by law within this policy, employees shall file according to the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA(LOCAL) after the relevant complaint process:

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability). [See DIAA and DIAB]
2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violations of Title VII. [See DIAA and DIAB]
3. Complaints concerning retaliation relating to discrimination and harassment. [See DIAA and DIAB]
4. Complaints concerning a commissioned peace officer who is an employee of the College District. [See CHA]
5. Complaints concerning an employment preference for former foster children. [See DC]
6. Complaints arising from the dismissal of term contract faculty members. [See DMAA]

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7. Complaints concerning the nonrenewal or termination of term contract faculty members. [See DMAB]

General Provisions

Filing

Employees shall file grievances and appeals in writing with the Office of Human Resources (OHR). While the College District provides an appropriate form in electronic format, employees may also submit written documents or emails as attachments to support their filing via email or hand deliver the form to the OHR.

The employee complaint form must include the following information:

1. A clear explanation of the employee's specific concern;
2. A description of how the employee's employment has been affected; and
3. A description of the relief the employee is seeking.

An employee shall file a grievance within 10 business days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the grievance.

Employees may file complaints and supporting documentation electronically via the College District's complaint submission webpage. Electronic filings shall be timely if the OHR receives the filing by the close of business on the deadline, as indicated by the date/time shown on the electronic communication.

The employee shall attach copies of any documents that support the grievance to the complaint form. If the employee does not have copies, the employee may present the original documents at the Level One conference. After the Level One conference, the employee may not submit new documents unless the employee did not know the documents existed before the Level One conference.

The College District may dismiss any grievance form that an employee submits as incomplete in any material aspect. The employee may refile the grievance with all the required information if the refiling is within five business days of the dismissal.

**Scheduling
Conferences**

The College District shall make reasonable attempts, including no fewer than three, to schedule conferences at a mutually agreeable time. If the employee fails to appear at a scheduled conference, the College District may hold the conference and issue a decision in the employee's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the employee. Responses may be hand-delivered, sent by electronic communication to the employee's email address of record, or sent by U.S. Mail to the employee's mailing address of

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record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean College District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one." A College District business day is defined as a day that the College District at large is open and conducting business.

Representative

"Representative" means any person or an organization that is designated by the employee to represent him or her in the complaint process.

The employee may designate a representative through written notice at any level of this process. If the employee provides less than two days' notice to the College District before a scheduled conference, the College District may reschedule the conference to a later date, if desired, to allow time to consult with its counsel.

The College District may be represented by counsel at any level of the process only in the event the grievant is represented or the grievant themselves is a licensed attorney. In such cases, the College District will provide at least two days' notice to the employee if it intends to have legal counsel present at a conference.

**Consolidating
Complaints**

Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the College District may consolidate the complaints.

Time Limits and Cost

All time limits shall be strictly complied with, unless extended by mutual written consent signed by both parties or by extenuating circumstances that are properly documented with the OHR and shared with both parties. Each party shall pay its own costs incurred during the course of the grievance, including attorney fees.

Grievance Process

Level One

*Immediate
Supervisor*

The Level One supervisor shall be the lowest level supervisor or designee in the employee's chain of command with the authority to remedy the alleged problem. If that supervisor is the vice president in the employee's chain of command or the College President, the grievance procedure shall begin at Level Two, as appropriate.

The Level One procedure is as follows:

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1. Upon receipt of the grievance, the OHR shall review the submission and may request clarification from the employee, if necessary. Once the OHR has completed its review, the grievance shall be forwarded to the immediate supervisor, who shall investigate as needed and schedule a conference with the employee within 15 business days of receiving the grievance from the OHR.
2. The supervisor may set reasonable time limits for the conference. The supervisor may issue a decision on the basis of the written complaint in instances where an employee is unwilling to conference with the Level One supervisor.
3. Absent extenuating circumstances, the supervisor shall provide the employee a written response within 15 business days following the conference stating whether the grievance is being granted or not. If the grievance is being granted, the supervisor will inform the employee whether the relief requested is being granted either in whole or in part or whether an alternate form of relief is being offered. In reaching a decision, the supervisor may consider information provided at the grievance conference and any other relevant documents or information the supervisor believes will help resolve the grievance.
4. The supervisor shall forward to the OHR or designee:
 - a. All documents submitted by the employee at Level One, if applicable;
 - b. The written response issued at Level One, if any, and any attachments; and
 - c. All other documents relied upon by the Level One supervisor in reaching the Level One decision.

Level Two
Vice President

If the employee did not receive the relief requested at Level One or if the time for a response from the Level One supervisor has expired, the employee may request a conference with the vice president or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the College District, within 10 business days of the date of the written Level One response or, if no response was received, within 15 business days of the Level One response deadline.

After receiving notice of the appeal, the Level One supervisor shall forward to the Level Two administrator:

1. The original complaint form and any attachments;
2. All other documents submitted by the employee at Level One;

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3. The written response issued at Level One, if any, and any attachments; and
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Level Two administrator may schedule a conference within 15 business days after the appeal notice is filed. The conference shall be limited to the issues and documents presented by the employee at Level One and identified in the Level Two appeal notice. At the conference, the employee may provide information concerning any documents or information made part of the Level One conference. The Level Two administrator may set reasonable time limits for the conference.

The Level Two administrator shall provide the employee a written response within 20 business days following the conference or 20 business days after the appeal notice is received. In reaching a decision, the Level Two administrator may consider information provided at the Level One conference, information provided at the Level Two conference, and any other relevant documents or information the Level Two administrator believes will help resolve the complaint. The employee complaint decision of the vice president is final and not appealable under this policy. However, if the complaint started at Level Two, the decision of the Vice President may be appealed in accordance with this policy.

College President A complaint concerning the proposed termination of an at-will employee may be presented to the College President if the employee has alleged retaliation, harassment, or discrimination in the complaint.

If the complaint is not resolved to the employee's satisfaction at Level Two, and if the employee's supervisor is a vice president or the employee's respective department does not have a vice president, the employee may present the complaint to the College President. The complaint shall be submitted to the College President not later than 10 business days from the date of the decision at Level One. The employee shall provide a clear and concise statement detailing the reason(s) why the Level One decision was not acceptable to the employee.

The College President may consult with the executive director of human resources or designee and shall, not later than 20 business days following receipt of the complaint, issue a written decision, which shall be mailed and/or emailed to the employee. The decision of the College President may grant or deny the remedy being requested by the employee, or offer an alternative resolution. The

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employee complaint decision of the College President is final and not appealable under this policy.

Public Comment to the Board

Nothing in this policy precludes an employee who has exhausted the procedures in this policy from addressing the Board of Trustees at the next regular public meeting in accordance with the provision for hearing citizens. The Board is not required to take any action concerning a grievance but will listen to the employee's concerns. [See BDB]

Proposed Termination of an At-Will Employee

An at-will employee who is proposed for termination may file a complaint concerning the proposed termination directly with the College President, bypassing Level One and Level Two (vice president), if the employee's complaint alleges that the proposed termination constitutes retaliation, harassment, or discrimination. A complaint concerning the proposed termination of an at-will employee may be presented to the College President within three working days from the date the employee was informed of the proposed termination. The decision of the College President is final and not appealable under this policy.

Retaliation

Neither the Board nor any College District employee shall retaliate against an employee for bringing a concern or complaint.

The College District prohibits retaliation against an employee who files a complaint or grievance under this policy, serves as a witness, or otherwise participates in an investigation. The provisions of the policy do not extend into a due process procedure.

The policy is an internal procedure designed to provide employees with the opportunity to address complaints.

Other Grievance Provisions

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor is it intended to create constitutional due process rights or to require a full evidentiary hearing or "mini-trial" at any level.

Employees who have identical grievances and who seek the same remedy may jointly file a group grievance. A group grievance must be signed by all of the employees in a group and be presented by a representative of the group. The grievance must identify the person acting as the representative of the group. The group representative may be one of the employees in the group or some other person or entity chosen by the group. Any communications regarding the grievance between the College District and the employee group and any decision regarding disposition of the grievance shall be made through the group representative only.

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Nothing in this policy shall be construed to prevent the College District from addressing employee conduct that violates College District policies, procedures, or standards of conduct.

Malicious, false, or frivolous complaints are a violation of the College District's standards of conduct and may be cause for corrective action.

Any supervisor or management official with responsibility for hearing a grievance at Level One or Level Two who knowingly fails to conduct a conference with the grievant within the time period prescribed by this policy may be subject to disciplinary action up to and including termination.

New

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**Employee
Grievances**

College District employees have the right to present grievances concerning their wages, hours of employment, or conditions of work, either individually or through a representative. Employees can seek to redress a grievance by filing a complaint in accordance with this policy.

Guiding Principles

Informal Process

The Board **highly** encourages employees to discuss their concerns with their supervisor, **or employee's chain of command who has the authority to address the concerns. Chain of command is defined as an employee's immediate supervisor, and each successive level of leadership up the administrative hierarchy (e.g., Manager, Director, Chair, Dean, VP).**

Concerns should be expressed as soon as possible to allow **for open dialogue and** early resolution at the lowest possible supervisory level.

Even after initiating the formal grievance process, the College District encourages employees to seek informal resolution of concerns. An employee whose concerns are resolved may withdraw a formal grievance at any time. Informal resolution should not extend any deadlines in this policy, except by mutual written consent.

Informal resolution does not require the completion of the paper or electronic DGBA (Local) Employee Complaint Form, nor will it be submitted to HR.

Definition

A complaint or grievance is defined as an unresolved issue concerning an employee's wages, hours of employment, unlawful dismissal/contract termination, or conditions of work.

In this policy, the terms "complaint" and "grievance" shall have the same meaning.

Notification of Rights

The College District shall inform employees of this policy through appropriate College District publications.

The processes described in this policy shall not create new or additional rights beyond those granted by law or other Board policies.

**Whistleblower
Complaints**

Employees shall file whistleblower complaints within the time specified by law. Such complaints shall first be filed in accordance with initiating grievances at Level Two, below. Timelines for the employee and the College District set out in this policy may be shortened to allow the College President to make a final decision within 60 days of the initiation of the complaint. [See DG(LEGAL)]

**Complaints Against
College President or
Board Member**

Complaints alleging a violation of law or policy by the College President or a Board member may be made to the Board

Chair, or to the Vice Chair if the complaint is against the Board Chair.

The Chair or Vice Chair will undertake a process to resolve the complaint and share the complaint with the rest of the board within 24 hours. The Chair or Vice Chair may use College Attorneys to share the complaint with the rest of the board and determine whether or not a special meeting needs to be called.

The Chair or Vice Chair may initiate an independent investigation of a written complaint after receiving approval from a majority of the Board. Upon approval, the Chair or Vice Chair shall consult with Board Counsel, and then name an independent third party approved by the Board to investigate the complaint within the parameters set by the Board. Further, the Chair or Vice Chair shall provide regular updates to the Board through the named investigator.

If the investigation finds that a Board member has violated a law or College District policy, the Board can reprimand or censure the Board member, or apply any other sanction available under Texas law. If the investigation finds that the College President has violated a law or College District policy, the Board can take appropriate disciplinary action, up to and including termination of employment.

Other Complaint Processes

Employees shall file complaints according to the procedures established by the College President, in accordance with Board policies, except as required by law. For complaints protected by law within this policy, employees shall file according to the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA(LOCAL) after the relevant complaint process:

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability). [See DIAA and DIAB]
2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violations of Title VII. [See DIAA and DIAB]
3. Complaints concerning retaliation relating to discrimination and harassment. [See DIAA and DIAB]
4. Complaints concerning a commissioned peace officer who is an employee of the College District. [See CHA]

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5. Complaints concerning an employment preference for former foster children. [See DC]
6. Complaints arising from the dismissal of term contract faculty members. [See DMAA]
7. Complaints concerning the nonrenewal or termination of term contract faculty members. [See DMAB]

General Provisions

Filing

Employees shall file grievances and appeals in writing with the Office of Human Resources (OHR). While the College District provides an appropriate form in electronic format, employees may also submit written documents or emails as attachments to support their filing via email or hand deliver the form to the OHR.

The employee complaint form must include the following information:

1. A clear explanation of the employee's specific concern;
2. A description of how the employee's employment has been affected; and
3. A description of the relief the employee is seeking.

An employee shall file a grievance within 10 business days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the grievance.

Employees may file complaints and supporting documentation electronically via the College District's complaint submission webpage. Electronic filings shall be timely if the OHR receives the filing by the close of business on the deadline, as indicated by the date/time shown on the electronic communication.

The employee shall attach copies of any documents that support the grievance to the complaint form. If the employee does not have copies, the employee may present the original documents at the Level One conference. After the Level One conference, the employee may not submit new documents unless the employee did not know the documents existed before the Level One conference.

The College District may dismiss any grievance form that an employee submits as incomplete in any material aspect. The employee may refile the grievance with all the required information if the refile is within five business days of the dismissal.

Scheduling
Conferences

The College District shall make reasonable attempts, including no fewer than three, to schedule conferences at a mutually agreeable time. If the employee fails to appear at a scheduled conference,

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the College District may hold the conference and issue a decision in the employee's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the employee. Responses may be hand-delivered, sent by electronic communication to the employee's email address of record, or sent by U.S. Mail to the employee's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean College District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one." A College District business day is defined as a day that the College District at large is open and conducting business.

Representative

"Representative" means any person or an organization that is designated by the employee to represent him or her in the complaint process.

The employee may designate a representative through written notice at any level of this process. If the employee provides less than two days' notice to the College District before a scheduled conference, the College District may reschedule the conference to a later date, if desired, to allow time to consult with its counsel.

The College District may be represented by counsel at any level of the process only in the event the grievant is represented or the grievant themselves is a licensed attorney. In such cases, the College District will provide at least two days' notice to the employee if it intends to have legal counsel present at a conference.

**Consolidating
Complaints**

Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the College District may consolidate the complaints.

Time Limits and Cost

All time limits shall be strictly complied with, unless extended by mutual written consent signed by both parties or by extenuating circumstances that are properly documented with the OHR and shared with both parties. Each party shall pay its own costs incurred during the course of the grievance, including attorney fees.

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Grievance Process

Level One

*Immediate
Supervisor*

The Level One supervisor shall be the lowest level supervisor or designee in the employee's chain of command with the authority to remedy the alleged problem. If that supervisor is the vice president in the employee's chain of command or the College President, the grievance procedure shall begin at Level Two, as appropriate.

The Level One procedure is as follows:

1. Upon receipt of the grievance, the OHR shall review the submission and may request clarification from the employee, if necessary. Once the OHR has completed its review, the grievance shall be forwarded to the immediate supervisor, who shall investigate as needed and schedule a conference with the employee within 15 business days of receiving the grievance from the OHR.
2. The supervisor may set reasonable time limits for the conference. The supervisor may issue a decision on the basis of the written complaint in instances where an employee is unwilling to conference with the Level One supervisor.
3. Absent extenuating circumstances, the supervisor shall provide the employee a written response within 15 business days following the conference stating whether the grievance is being granted or not. If the grievance is being granted, the supervisor will inform the employee whether the relief requested is being granted either in whole or in part or whether an alternate form of relief is being offered. In reaching a decision, the supervisor may consider information provided at the grievance conference and any other relevant documents or information the supervisor believes will help resolve the grievance.
4. The supervisor shall forward to the OHR or designee:
 - a. All documents submitted by the employee at Level One, if applicable;
 - b. The written response issued at Level One, if any, and any attachments; and
 - c. All other documents relied upon by the Level One supervisor in reaching the Level One decision.

Level Two

Vice President

If the employee did not receive the relief requested at Level One or if the time for a response from the Level One supervisor has expired, the employee may request a conference with the vice president or designee to appeal the Level One decision.

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The appeal notice must be filed in writing, on a form provided by the College District, within 10 business days of the date of the written Level One response or, if no response was received, within 15 business days of the Level One response deadline.

After receiving notice of the appeal, the Level One supervisor shall forward to the Level Two administrator:

1. The original complaint form and any attachments;
2. All other documents submitted by the employee at Level One;
3. The written response issued at Level One, if any, and any attachments; and
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Level Two administrator may schedule a conference within 15 business days after the appeal notice is filed. The conference shall be limited to the issues and documents presented by the employee at Level One and identified in the Level Two appeal notice. At the conference, the employee may provide information concerning any documents or information made part of the Level One conference. The Level Two administrator may set reasonable time limits for the conference.

The Level Two administrator shall provide the employee a written response within 20 business days following the conference or 20 business days after the appeal notice is received. In reaching a decision, the Level Two administrator may consider information provided at the Level One conference, information provided at the Level Two conference, and any other relevant documents or information the Level Two administrator believes will help resolve the complaint. The employee complaint decision of the vice president is final and not appealable under this policy. **However, if the complaint started at Level Two, the decision of the Vice President may be appealed in accordance with this policy.**

College President

~~In instances where the respective department does not have a vice president, the employee may present the written complaint to the College President.~~ A complaint concerning the proposed termination of an at-will employee may be presented to the College President if the employee has alleged retaliation, harassment, or discrimination in the complaint.

If the complaint is not resolved to the employee's satisfaction at Level ~~One~~**Two**, and if the employee's supervisor is a vice president or the employee's respective department does not have a vice president, the employee may present the complaint to the College

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(LOCAL)

President. The complaint shall be submitted to the College President not later than 10 business days from the date of the decision at Level One. The employee shall provide a clear and concise statement detailing the reason(s) why the Level One decision was not acceptable to the employee.

The College President may consult with the executive director of human resources or designee and shall, not later than 20 business days following receipt of the complaint, issue a written decision, which shall be mailed and/or emailed to the employee. The decision of the College President may grant or deny the remedy being requested by the employee, or offer an alternative resolution. The employee complaint decision of the College President is final and not appealable under this policy.

**Public Comment to
the Board**

Nothing in this policy precludes an employee who has exhausted the procedures in this policy from addressing the Board of Trustees at the next regular public meeting in accordance with the provision for hearing citizens. The Board is not required to take any action concerning a grievance but will listen to the employee's concerns. [See BDB]

**Proposed
Termination of an At-
Will Employee**

An at-will employee who is proposed for termination may file a complaint concerning the proposed termination directly with the College President, bypassing Level One and Level Two (vice president), if the employee's complaint alleges that the proposed termination constitutes retaliation, harassment, or discrimination. A complaint concerning the proposed termination of an at-will employee may be presented to the College President within three working days from the date the employee was informed of the proposed termination. The decision of the College President is final and not appealable under this policy.

Retaliation

Neither the Board nor any College District employee shall retaliate against an employee for bringing a concern or complaint.

The College District prohibits retaliation against an employee who files a complaint or grievance under this policy, serves as a witness, or otherwise participates in an investigation. The provisions of the policy do not extend into a due process procedure.

The policy is an internal procedure designed to provide employees with the opportunity to address complaints.

**Other Grievance
Provisions**

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor is it intended to create constitutional due process rights or to require a full evidentiary hearing or "mini-trial" at any level.

PERSONNEL-MANAGEMENT RELATIONS
EMPLOYEE GRIEVANCES

DGBA
(LOCAL)

Employees who have identical grievances and who seek the same remedy may jointly file a group grievance. A group grievance must be signed by all of the employees in a group and be presented by a representative of the group. The grievance must identify the person acting as the representative of the group. The group representative may be one of the employees in the group or some other person or entity chosen by the group. Any communications regarding the grievance between the College District and the employee group and any decision regarding disposition of the grievance shall be made through the group representative only.

Nothing in this policy shall be construed to prevent the College District from addressing employee conduct that violates College District policies, procedures, or standards of conduct.

Malicious, false, or frivolous complaints are a violation of the College District's standards of conduct and may be cause for corrective action.

Any supervisor or management official with responsibility for hearing a grievance at Level One or Level Two who knowingly fails to conduct a conference with the grievant within the time period prescribed by this policy may be subject to disciplinary action up to and including termination.

ADMISSIONS

FB
(LOCAL)

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.

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.

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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.

The College District shall disregard the credit earned by the applicant five years or more before the starting date of the semester in which the applicant wishes to enroll.

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.

The College District will apply 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.

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COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES

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(LOCAL)

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.

As defined by the Texas Government Code 448.001, "Anti-semitism," 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:

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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.

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(LOCAL)

<i>Nonprofit Use</i>	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>

COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES

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applicable personnel costs for supervision, custodial services, food services, security, and technology services.

Exception

Fees shall not be charged when College District buildings are used for public meetings sponsored by state or local governmental agencies.

Required Conduct

Community members and organizations using College District facilities shall:

1. Conduct business in an orderly manner;
2. Provide identification when requested to do so by a College District representative;
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]
4. Make no alteration, temporary or permanent, to College District property without prior written consent from the College President; and
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.

Distribution of Literature

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.

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.

Limitations on Content

Materials shall not be distributed by a community member or organization on College District property if:

1. The materials are obscene;
2. The materials contain defamatory statements about public figures or others;
3. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action;

COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES

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	<ol style="list-style-type: none">The materials are considered prohibited harassment or anti-semitism [see DIA series and FFD series];The materials constitute unauthorized solicitation [see Use of College District Facilities, above]; orThe materials infringe upon intellectual property rights of the College District [see CT].
Time, Place, and Manner Restrictions	<p>Distribution of materials shall be conducted in a manner that:</p> <ol style="list-style-type: none">Is not disruptive [see FLB];Does not impede reasonable access to College District facilities;Does not result in damage to College District property;Does not coerce, badger, or intimidate a person;Does not interfere with the rights of others; andDoes not violate local, state, or federal laws or College District policies and procedures. <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>
Posting of Signs	<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>

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Violations of Policy	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]
Appeals	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.
Publication	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.

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Nonprofit Use

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Community members and organizations using College District facilities shall:

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Distribution of Literature

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.

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.

Limitations on Content

Materials shall not be distributed by a community member or organization on College District property if:

1. The materials are obscene;
2. The materials contain defamatory statements about public figures or others;
3. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action;

COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES

GD
(LOCAL)

4. The materials are considered prohibited harassment or anti-semitism [see DIA series and FFD series];
5. The materials constitute unauthorized solicitation [see Use of College District Facilities, above]; or
6. The materials infringe upon intellectual property rights of the College District [see CT].

Time, Place, and
Manner Restrictions

Distribution of materials shall be conducted in a manner that:

1. Is not disruptive [see FLB];
2. Does not impede reasonable access to College District facilities;
3. Does not result in damage to College District property;
4. Does not coerce, badger, or intimidate a person;
5. Does not interfere with the rights of others; and
6. Does not violate local, state, or federal laws or College District policies and procedures.

The distributor shall clean the area around which the literature was distributed of any materials that were discarded or leftover.

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.

Posting of Signs

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.

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.

Exception

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.

Identification

A community member or organization distributing materials on campus shall provide identification when requested to do so by a College District representative.

COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES

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(LOCAL)

Violations of Policy	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]
Appeals	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.
Publication	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.

Appendix C - Examples of DGBA Policies from other Texas Community Colleges

College	Complaints Against Supervisor or Board Member Policy Content
Houston Community College	<p>Complaints alleging a violation of law or policy by the Chancellor or a Board member may be made to the Board Chair, or to the Vice Chair if the complaint is against the Board Chair.</p> <p>The Chair or Vice Chair will undertake a process to resolve the complaint.</p> <p>The Chair or Vice Chair may initiate an independent investigation of a written complaint after receiving approval from a majority of the Board. Upon approval, the Chair or Vice Chair shall consult with Board Counsel, and then name an independent third party to investigate the complaint within the parameters set by the Board. Further, the Chair or Vice Chair shall provide regular updates to the Board through the named investigator.</p> <p>If the Chair or Vice Chair finds that a Board member has violated a law or College District policy, the Board can reprimand or censure the Board member, or apply any other sanction available under Texas law. If the Chair finds that the Chancellor has violated a law or College District policy, the Board can take appropriate disciplinary action, up to and including termination of employment.</p>
Victoria College	<p>Complaints alleging a violation of law by a supervisor may be made to the College President or designee. Complaint forms alleging a violation of law by the College President may be submitted directly to the Board or designee.</p>

Appendix D - Fee schedules for each Campus

Mid Valley Campus Facility Rental Fees For Profit Organizations

Building	Room Capacity	Type of Room	Room #	Hourly Rate	Half Day Rate	Full Day Rate	Deposit
A, B	Outdoor Space	Pavilion		\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
C	Outdoor Space	Athletic Courts		\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
E	15	Small Conference	1.104	\$ 25.00	\$ 100.00	\$ 200.00	\$ 25.00
F	75-160	Atrium		\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
F	Outdoor Space	Breezeway		\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
F	20-70	Multi-purpose - Small	154	\$ 37.50	\$ 150.00	\$ 300.00	\$ 37.50
F	70-150	Multi-purpose - Large	1.301	\$ 75.00	\$ 300.00	\$ 600.00	\$ 75.00
G	130-175	Auditorium	191	\$ 100.00	\$ 400.00	\$ 800.00	\$ 100.00
G	15+	Large Conference	288	\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00

- Areas with a capacity range are dependent on the set up.
- Internal departments: Requests scheduled on a Friday or on the weekend may be subject to the services below.
External entities: Personnel rates will be in addition to the facility rental rate.
If any event is planned during normal working hours or after hours, these departmental services fees may apply.

For Profit and Non-Profit Organizations

Personnel	Hourly Rate
Custodian	\$ 19.05
Educational Technologies Technician	\$ 19.55
Maintenance Technician	\$ 25.87
Security	\$ 19.05

Nursing and Allied Health Campus
Facility Rental Fees
For Profit Organizations

Building	Room Capacity	Type of Room	Room #	Hourly Rate	Half Day Rate	Full Day Rate	Deposit
	Outdoor Space	Athletic Courts		\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
A, B	100-160	Atrium		\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
A	5-15	Small Conference	104	\$ 25.00	\$ 100.00	\$ 200.00	\$ 25.00
B	15+	Large Conference	1.305, 3.203	\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
B	70-100	Multi-Purpose - Large	1.307	\$ 75.00	\$ 300.00	\$ 600.00	\$ 75.00

- Areas with a capacity range are dependent on the set up.
- Internal departments: Requests scheduled on a Friday or on the weekend may be subject to the services below.
External entities: Personnel rates will be in addition to the facility rental rate.
If any event is planned during normal working hours or after hours, these departmental services fees may apply.

For Profit and Non-Profit Organizations

Personnel	Hourly Rate
Custodian	\$ 19.05
Educational Technologies Technician	\$ 19.55
Maintenance Technician	\$ 25.87
Security	\$ 19.05

**Pecan Campus
Facility Rental Fees
For Profit Organizations**

Building	Room Capacity	Type of Room	Room #	Hourly Rate	Half Day Rate	Full Day Rate	Deposit
A		Atrium		\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
D	147	Auditorium	102	\$ 100.00	\$ 400.00	\$ 800.00	\$ 100.00
F	5-15	Small Conference	210	\$ 25.00	\$ 100.00	\$ 200.00	\$ 25.00
H	Outdoor Space	Courtyard		\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
H	70-200	Multi-purpose - Large	126, 216	\$ 75.00	\$ 300.00	\$ 600.00	\$ 75.00
P	Outdoor Space	Athletic Courts		\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
P	Outdoor Space	Athletic Fields		\$ 75.00	\$ 300.00	\$ 600.00	\$ 75.00

- *Areas with a capacity range are dependent on the set up.*
- Internal departments: Requests scheduled on a Friday or on the weekend may be subject to the services below.
External entities: Personnel rates will be in addition to the facility rental rate.
If any event is planned during normal working hours or after hours, these departmental services fees may apply.

For Profit and Non-Profit Organizations

Personnel	Hourly Rate
Custodian	\$ 19.05
Educational Technologies Technician	\$ 19.55
Maintenance Technician	\$ 25.87
Security	\$ 19.05

Starr Campus
Facility Rental Fees
For Profit Organizations

Building	Room Capacity	Type of Room	Room #	Hourly Rate	Half Day Rate	Full Day Rate	Deposit
D, G	15+	Large Conference	1.116, 1.802A	\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
E	130-175	Auditorium	1.606	\$ 100.00	\$ 400.00	\$ 800.00	\$ 100.00
E, H, J	5-15	Small Conference	2.602, 1.406, 115	\$ 25.00	\$ 100.00	\$ 200.00	\$ 25.00
H, K	40-70	Multi-purpose - Small	1.202, 1.200	\$ 37.50	\$ 150.00	\$ 300.00	\$ 37.50
H, K	70-230	Multi-purpose - Large	1.412, 1.502	\$ 75.00	\$ 300.00	\$ 600.00	\$ 75.00
	Outdoor Space	Amphitheater		\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
	Outdoor Space	Athletic courts		\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
	Outdoor Space	Athletic fields		\$ 75.00	\$ 300.00	\$ 600.00	\$ 75.00

- Areas with a capacity range are dependent on the set up.
- Internal departments: Requests scheduled on a Friday or on the weekend may be subject to the services below.
 External entities: Personnel rates will be in addition to the facility rental rate.
 If any event is planned during normal working hours or after hours, these departmental services fees may apply.

For Profit and Non-Profit Organizations

Personnel	Hourly Rate
Custodian	\$ 19.05
Educational Technologies Technician	\$ 19.55
Maintenance Technician	\$ 25.87
Security	\$ 19.05

Technology Campus

Facility Rental Fees

For Profit Organizations

Building	Room Capacity	Type of Room	Room #	Hourly Rate	Half Day Rate	Full Day Rate	Deposit
B	130	Auditorium	193	\$ 100.00	\$ 400.00	\$ 800.00	\$ 100.00
B, E	100-160	Atrium		\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
B, E	15+	Large Conference	505A, 542, 1.307	\$ 50.00	\$ 200.00	\$ 400.00	\$ 50.00
E	5-15	Small Conference	1.103	\$ 25.00	\$ 100.00	\$ 200.00	\$ 25.00

- Areas with a capacity range are dependent on the set up.
- Internal departments: Requests scheduled on a Friday or on the weekend may be subject to the services below.
External entities: Personnel rates will be in addition to the facility rental rate.
If any event is planned during normal working hours or after hours, these departmental services fees may apply.

For Profit and Non-Profit Organizations

Personnel	Hourly Rate
Custodian	\$ 19.05
Educational Technologies Technician	\$ 19.55
Maintenance Technician	\$ 25.87
Security	\$ 19.05

Review and Recommend Action on Internal Audit Charter

Purpose To approve the Internal Audit Charter for the period of September 1, 2025 through August 31, 2026.

Justification 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 with the College's 'Admin Organizational Chart.'

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."

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.

This item was presented at the August 12, 2025, Committee Meeting and was deferred by the Committee Chair to the August 26, 2025 Regular Board Meeting so that all Board members would be available to review and vote. At the August 26, 2025, Regular Board Meeting, the item was not considered, and no action was taken.

This item was presented at the September 9, 2025, Committee Meeting and was deferred until protocols can be reviewed by the entire Board of Trustees. At the September 23, 2025 Board Meeting, the item was deferred, and no action was taken.

Enclosed Documents Appendix A – Internal Audit Charter
Appendix B – Organizational Chart

Staff Resource Mr. Khalil Abdullah, Chief Internal Auditor

Recommendation ***It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:***

The Board of Trustees of South Texas College approves and authorizes the Internal Audit Charter for the period of September 1, 2025 through August 31, 2026, as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

**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.

Khalil M. Abdullah
Chief Internal Auditor

Date

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

Date

Dr. Ricardo J. Solis
President

Date

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

Date

Dr. Alejo Salinas Jr.
Chair, Board of Trustees

Date

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

Purpose To approve the proposed projects for the Internal Auditor for FY 2025 – 2026.

Justification The Audit Charter requires that an annual work plan using an appropriate risk-based methodology be submitted to the Board of Trustees for review and approval.

Staff is recommending projects for the Board's consideration for the Internal Auditor's review for Fiscal Year 2025 - 2026. The projects listed below are proposed as the assignments for the Internal Auditor.

- FY 2025 - 2026 (Scheduled)
 1. Fraud Survey
 2. Effort Reporting
 3. Scholarships
 4. Administrative Vehicles
 5. Advisory / Consulting Engagements
 6. HR Processes – Hiring & Staffing
 7. Environmental Health & Safety
 8. Account Reconciliations
 9. Fixed Assets

This item was presented at the August 12, 2025, Committee Meeting and was deferred by the Committee Chair to the August 26, 2025 Regular Board Meeting so that all Board members would be available to review and vote. At the August 26, 2025, Regular Board Meeting, the item was not considered, and no action was taken.

This item was presented at the September 9, 2025, Committee Meeting and was deferred until the September 23, 2025 Board Meeting. At the September 23, 2025 Board Meeting, the item was deferred, and no action was taken.

Enclosed Documents Appendix A – List of Internal Audits conducted for FY 2015 through FY 2025

Staff Resource Mr. Khalil Abdullah, Chief Internal Auditor
Dr. Ricardo J. Solis, President
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation ***It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:***

The Board of Trustees of South Texas College approves and authorizes the proposed projects for the Internal Auditor for FY 2025 – 2026 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President



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				
	Total Number of Audits Completed	1	0	6	4	6	6	5	4	5	3	4

Other Activities

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

Review of Presentations Prepared for the Facilities Committee

The following presentation was delivered to the Facilities Committee on Tuesday, October 14, 2025:

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

Purpose	The Facilities Planning and Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement and renewals & replacements project currently in progress, including a categorization based on priority.
Enclosed Documents	Appendix A – Capital Improvement Projects Milestones Appendix B – Budget Report Appendix C – Capital Improvement Projects Overview Appendix D – Renewals & Replacements Projects Overview Appendix E – Outstanding Issues
Staff Resource	Ricardo de la Garza, Executive Director for Facilities Planning & Construction Mary Del Paz, Vice President for Finance and Administrative Services
Recommendation	This item is presented for the Committee's information only. No action is requested.

Appendix A

Capital Improvement Projects Milestones follows in the packet.

Appendix B

Budget Report follows in the packet.

Appendix C

Capital Improvement Projects Overview follows in the packet.

Appendix D

Renewals & Replacements Projects Overview follows in the packet.

Appendix E

Outstanding Issues follows in the packet.

FY 2025 - 2026 Capital Improvement Projects Project Milestone with Board Approved Dates

#	Projects	FPC Project Managers	Architect/ Engineer	Schematic Designs Board Approved	Contractor	Start / NTP Date	Substantial Completion Date	Final Completion
Pecan Campus								
1	Pecan Campus Kinesiology Bldg Q Phase I	MV	Boultinghouse Simpson Gates Architects 6/28/22	6/27/2023	3/25/2025	6/17/2025	7/28/2026	8/25/2026
2	Cooper Center for Performing Arts Bldg L Expansion and Renovations for the Music and Dance Programs	MV	Brown Reynolds Watford Architects 6/28/22	10/31/2023	11/19/2024	1/13/2025	5/26/2026	6/23/2026
3	Business and Science Bldg G Engineering Lab Renovation	DV	Sam Garcia Architects 1/28/2025	5/25/2025	11/24/2025	12/8/2025	5/26/2026	6/23/2026
4	Student Services Building K Renovation	DV	Sam Garcia Architects 1/28/2025	7/22/2025	2/24/2026	8/24/2026	9/22/2026	10/27/2026
6	Athletic Field Building R Improvements	KN	3/25/2025	8/12/2025	12/9/2025	1/26/2026	7/26/2026	8/27/2026
7	Institutional Support Services Building N Expansion	MV	6/24/2025	1/27/2026	5/26/2026	6/24/2026	6/25/2027	7/29/2027
8	Pecan Campus North Academic Humanities Bldg. P Faculty & Staff office Renovation	MV	TBD	TBD	TBD	TBD	TBD	TBD
9	Pecan Campus North Academic Humanities Bldg. P for Accounts Receivable and Grand Accounting Departments	MV	TBD	TBD	TBD	TBD	TBD	TBD

FY 2025 - 2026 Capital Improvement Projects Project Milestone with Board Approved Dates

#	Projects	FPC Project Managers	Architect/ Engineer	Schematic Designs Board Approved	Contractor	Start / NTP Date	Substantial Completion Date	Final Completion
Pecan West								
10	Continuing Education Bldg A	DV	ERO Architects 12/6/2024	6/25/2024	E-Con Group, LLC. 1/28/2025	3/27/2025	5/28/2026	6/28/2026
11	Parking & Site Improvements	DV	Perez Consulting Engineers 1/31/2023	N/A	GST Construction, Inc. 1/28/2025	4/3/2025	Contingent on Building Project	Contingent on Building Project
Pecan Plaza								
12	Human Resources Building A Renovation	KN	6/23/2026	10/27/2026	4/27/2027	5/27/2027	5/30/2028	6/27/2028
13	East Building B Renovation for Cosmetology	KN	9/23/2025	1/27/2026	7/28/2026	8/6/2026	8/31/2027	9/28/2027
14	East Building B Department of Public Safety Expansion	KN	9/23/2025	1/27/2026	7/28/2026	8/6/2026	8/31/2027	9/28/2027
15	West Building C Folkorico Renovation	KN	TBD	TBD	TBD	TBD	TBD	TBD
Technology Campus								
16	Truck Driving Range Canopy	TBD	TBD	TBD	TBD	TBD	TBD	TBD
17	Advanced Technical Careers Building B Automotive Lab Exhaust System	TBD	TBD	TBD	TBD	TBD	TBD	TBD

FY 2025 - 2026 Capital Improvement Projects
Project Milestone with Board Approved Dates

#	Projects	FPC Project Managers	Architect/Engineer	Schematic Designs Board Approved	Contractor	Start / NTP Date	Substantial Completion Date	Final Completion
Nursing & Allied Health Campus								
18	East Building A Renovation of Radiology Lab to Multipurpose Skills Lab	MV	11/26/2024	4/22/2025	9/23/2025	10/22/2025	4/28/2026	5/26/2026
19	East Building A Breakroom and Offices Expansion Renovation	TBD	TBD	TBD	TBD	TBD	TBD	TBD
20	Regional Workforce Development Healthcare Center Building E Renovation	DV	TBD	TBD	TBD	TBD	TBD	TBD
21	East Building A Community Pharmacy Lab	MV	11/26/2024	4/22/2025	9/23/2025	10/22/2025	4/28/2026	5/26/2026
Starr County Campus								
22	Physical Plant Building P Additional Pole Lights	TBD	TBD	TBD	TBD	TBD	TBD	TBD
23	Exterior Solar Panels Structures	TBD	TBD	TBD	TBD	TBD	TBD	TBD

**FY 2025 - 2026 Capital Improvement Projects
Project Milestone with Board Approved Dates**

#	Projects	FPC Project Managers	Architect/ Engineer	Schematic Designs Board Approved	Contractor	Start / NTP Date	Substantial Completion Date	Final Completion
Regional Center for Public Safety Excellence								
24	F.L.A.G. Training Area Gas Supply Line	TBD	TBD	TBD	TBD	TBD	TBD	TBD
25	Emergency Response Support Facility	TBD	TBD	TBD	TBD	TBD	TBD	TBD
26	Obstacle Course and Fitness Trail	TBD	TBD	TBD	TBD	TBD	TBD	TBD
Higher Education Center La Joya								
27	Welding Lab Relocation	TBD	TBD	TBD	TBD	TBD	TBD	TBD
District Wide								
28	Facility Signage	DV	N/A	6/24/2025	10/28/2025	11/24/2025	4/28/2026	5/28/2026
29	Entry Monument Signs	KN	N/A	2/25/2025	11/25/2025	12/28/2025	6/23/2026	7/23/2026
30	Interior Facility Signage	KN	N/A	2/25/2025	1/27/2025	2/9/2025	8/25/2026	9/22/2026

Red text signifies projected dates

South Texas College
Construction Projects Presented to Board of Trustees Report
Fiscal Year 2025-2026
As of September 30, 2025

Total Project Budget Summary	FY25 Unexpended Plant Fund	FY25 Renewal & Replacement Plant Fund
FY 2026 Total Construction Project Budget	\$ 51,750,917.00	\$ 16,616,504.00
Budget Amendment		
Prior to FY 2026 Approved Projects	\$ 6,557,100.00	\$ 886,178.00
FY 2026 Proposed and Approved Projects	\$ 265,320.00	\$ 1,753.61
FY 2026 Proposed Projects for the Month of September 2025	\$ -	\$ -
FY 2026 Total Project Estimated Budget Balance	\$ 44,928,497.00	\$ 15,728,572.39

Project Reference Number	Project Name	Total Project Budget/Actual*	
		CIP Fund	R&R Fund
Board Approved on September 23, 2025			
	NAH Campus - Renaming from Dr. Ramiro R. Casso Nursing and Allied Health Campus To Dr. Ramiro R. Casso Health Science Professions Campus		
	Pecan Campus - Color Selection for Pecan West Continuing Education and Testing Center Building A		
*2024-010R	Pecan Campus - Construction Services above-Ground Piping System for Physical Plant Building E Cooling Tower (Project cost \$731,250 / Johnson Controls Inc. \$886,178)		\$ 886,178.00
*2023-020C	NAH Campus - Construction Service for the Dr. Ramiro R. Casso Nursing and Allied Health - Health Science Professions Building E (Project cost \$7,297,552.50/ Tri-Gen Cosntruction LLC \$6,557,100)	\$ 6,557,100.00	
*2023-003C	NAH Campus - Construction Service for Renovation of Radiology Lab to Multipurpose Skills Lab for the Dr. Ramiro R. Casso Nursing and Allied Health - East Building A (Project cost \$161,640.00 / CRC Development & Construction Co.)		
*2025-005C	NAH Campus - Construction Service for Renovation of Radiology Lab to Community Pharmacy Lab for the Dr. Ramiro R. Casso Nursing and Allied Health - East Building A (Project cost \$355,607 / CRC Development & Construction CO., LLC \$265,320)	\$ 265,320.00	
*2025-027R	Technology Campus - Final Completion of Atrium Ceiling Repairs for Advanced Technical Careers Building B (Original Cost \$42,800 less change orders \$7,298.59 total project cost \$35,501.41 /Outstanding payment \$1,753.61)		\$ 1,753.61
*2024-005C	Pecan Plaza - Contracting Architectural Services for Renovation for Cosmetology and Police Department at East Building B - (Project cost \$6,664,135.00)		
Total Board Approval on September 2025		\$ 6,822,420.00	\$ 887,931.61
Total FY26 Board Approved Projects		\$ 6,822,420.00	\$ 887,931.61

* The Projects were presented to the Board of Trustees in prior months. The first four digits identify the budgeted fiscal year.

South Texas College
Unexpended Plant Fund - Capital Improvement Projects (CIP)
Project Status
FY 2025 - 2026

#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2526 Budget	Priority Status	Architect/ Engineering Firm	Contractor
Pecan Campus																		
1	Library Building F Space Modifications	DV					•					\$ 192,000.00	\$ -	\$ 192,000	\$ 192,000.00	Low	N/A	O&M
2	Pecan Campus Kinesiology Building Q Phase I	MV					•					\$ 7,118,000.00	\$ 1,399,465.53	\$ 5,718,534	\$ 7,118,000.00	High	Boultinghouse Simpson Gates Architects	Tri-Gen Construction
3	Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs	MV					•					\$ 5,996,600.00	\$ 3,025,048.31	\$ 2,971,552	\$ 5,996,600.00	High	BRW Architects	Peacock Construction
4	North Academic Humanities Building P Renovations for Account Receivable and Grant	TBD				•						\$ 94,500.00	\$ -	\$ 94,500	\$ 94,500.00	Low	TBD	TBD
5	Student Services Building K Renovations	DV			•							\$ 2,419,584.00	\$ 37,811.12	\$ 2,381,773	\$ 2,419,584.00	Low	Sam Garcia Architects	TBD
6	Business and Science Building G Engineering Lab Renovation	DV			•							\$ 466,500.00	\$ 9,523.12	\$ 456,977	\$ 466,500.00	Low	Sam Garcia Architects	TBD
7	Athletic Field Improvements	KN				•						\$ 28,000.00	\$ 26,639.89	\$ 1,360	\$ 28,000.00	Low	N/A	TBD
8	Institutional Support Services Building N Expansion	MV			•							\$ 1,085,032.00	\$ 26,639.89	\$ 1,058,392	\$ 1,085,032.00	Low	BRW Architects	TBD
9	Athletic Field Building R	KN			•							\$ 554,600.00	\$ 4,738.50	\$ 549,862	\$ 554,600.00	Low	TBD	Negrete
10	North Academic Humanities Building P Faculty and Staff Office Renovation	TBD	•									\$ 61,680.00	\$ -	\$ 61,680	\$ 61,680.00	Low	TBD	TBD
11	North Academic Humanities Building P VPFAS Expansion	TBD	•									\$ 21,520.00	\$ -	\$ 21,520	\$ 21,520.00	Low	TBD	TBD
Pecan Campus Subtotal												\$ 18,038,016	\$ 4,529,866	\$ 13,508,150	\$ 18,038,016			
Pecan West																		
12	Pecan West Continuing Education Building A & Testing Center Addition	DV					•					\$ 7,625,000.00	\$ 2,404,018.53	\$ 5,220,981	\$ 7,625,000.00	High	ERO Architects	ECON
13	Pecan West Continuing Education Parking & Site Improvements	DV					•					\$ 2,470,245	\$ 643,253	\$ 1,826,992	\$ 2,470,245	High	Perez Consulting Engineers	GST Construction, Inc.
Pecan West Subtotal												\$ 10,095,245	\$ 3,047,272	\$ 7,047,973	\$ 10,095,245			

South Texas College
Unexpended Plant Fund - Capital Improvement Projects (CIP)
Project Status
FY 2025 - 2026

#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2526 Budget	Priority Status	Architect/Engineering Firm	Contractor
Pecan Plaza																		
14	Human Resources Building A Renovation	KN	●									\$ 546,000.00	\$ -	\$ 546,000	\$ 546,000.00	Low	TBD	TBD
15	East Building B Renovation for Cosmetology	KN			●							\$ 311,446.00	\$ 491.62	\$ 310,954	\$ 311,446.00	Low	ERO Architects	TBD
16	East Building B Department of Public Safety Expansion	KN			●							\$ 155,525.00	\$ -	\$ 155,525	\$ 155,525.00	Low	ERO Architects	TBD
17	West Building C Folkorico Renovation	KN	●									\$ 86,000.00	\$ -	\$ 86,000	\$ 86,000.00	Low	TBD	TBD
Pecan Plaza Subtotal												\$ 1,098,971	\$ 492	\$ 1,098,479	\$ 1,098,971			
Technology Campus																		
18	Truck Driving Range Canopy	MV	●									\$ 87,000	\$ -	\$ 87,000	\$ 87,000.00	Low	TBD	TBD
19	Advanced Technical Careers Building B Automotive Lab Exhaust System	MV	●									200,500	\$ -	\$ 200,500	\$ 200,500.00	Low	TBD	TBD
Technology Campus Subtotal												\$ 287,500	\$ -	\$ 287,500	\$ 287,500			
Dr. Ramiro R. Casso Health Science Professions Campus																		
20	Health Science Professions Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab	MV					●					\$ 186,270.00	\$ 11,420.21	\$ 174,850	\$ 186,270.00	Low	Boultinghouse Simpson Gates Architects	CRC Development
21	Health Science Professions Campus East Building A Breakroom and Offices Expansion Renovation	TBD	●									\$ 142,450.00	\$ -	\$ 142,450	\$ 142,450.00	Low	TBD	O&M
22	Health Science Professions Campus Building E Renovation	DV					●					\$ 5,294,405.00	\$ 408,875.38	\$ 4,885,530	\$ 5,294,405.00	High	ERO Architects	Tri-Gen Construction
23	Health Science Professions Campus East Building A Community Pharmacy Lab	MV					●					\$ 398,906.00	\$ 23,570.19	\$ 375,336	\$ 398,906.00	High	Boultinghouse Simpson Gates Architects	Tri-Gen Construction
Health Science Professiona Campus Subtotal												\$ 6,022,031	\$ 443,866	\$ 5,578,165	\$ 6,022,031			
Starr County Campus																		
24	Physical Plant Building P Additional Pole Lights	TBD	●									\$ 73,000	\$ -	\$ 73,000	\$ 73,000.00	Low	TBD	TBD
25	Exterior Solar Panels Structures	TBD	●									\$ 346,250	\$ -	\$ 346,250	\$ 346,250.00	Low	TBD	TBD
Starr County Campus Subtotal												\$ 419,250	\$ -	\$ 419,250	\$ 419,250			

South Texas College
Unexpended Plant Fund - Capital Improvement Projects (CIP)
Project Status
FY 2025 - 2026

#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2526 Budget	Priority Status	Architect/Engineering Firm	Contractor
Regional Center for Public Safety Excellence																		
27	F.L.A.G. Training Area Gas Supply Line	TBD	●									\$ 24,000	\$ -	\$ 24,000	\$ 24,000.00	Low	TBD	TBD
28	Emergency Response Support Facility	TBD	●									\$ 181,600	\$ -	\$ 181,600	\$ 181,600.00	Low	TBD	TBD
29	Obstacle Course and Fitness Trail	TBD	●									\$ 219,500	\$ -	\$ 219,500	\$ 219,500.00	Low	TBD	TBD
Regional Center for Public Safety Excellence Subtotal												\$ 425,100	\$ -	\$ 425,100	\$ 425,100			
Higher Education Center La Joya																		
30	Welding Lab Relocation Relocate existing Welding Lab structure	MV	●									\$ 300,000	\$ -	\$ 300,000	\$ 300,000	Low	TBD	TBD
Higher Education Center La Joya Subtotal												\$ 300,000	\$ -	\$ 300,000	\$ 300,000			
District Wide																		
31	Outdoor Furniture	TO	●									\$ 50,000.00	\$ -	\$ 50,000	\$ 50,000.00	Low	N/A	TBD
32	Renovation and Contingencies	N/A										\$ 948,750.00	\$ -	\$ 948,750	\$ 948,750.00	N/A	N/A	TBD
33	Land	N/A										\$ 3,000,000.00	\$ -	\$ 3,000,000	\$ 3,000,000.00	N/A	N/A	N/A
34	Campus Master Plan	N/A	●									\$ 375,000.00	\$ -	\$ 375,000	\$ 375,000.00	Low	N/A	TBD
35	Facility Signage	DV				●						\$ 750,000.00	\$ -	\$ 750,000	\$ 750,000.00	Low	N/A	TBD
36	Removal of Existing Trees Removal of any existing trees for all campuses.	N/A										\$ 25,900.00	\$ -	\$ 25,900	\$ 25,900.00	Low	N/A	N/A
37	Project Cost Control Reserve	N/A	●									\$ 8,625,154.00	\$ -	\$ 8,625,154	\$ 8,625,154.00	High	N/A	N/A
38	Entry Monument Signs	KN			●							\$ 1,040,000.00	\$ -	\$ 1,040,000	\$ 1,040,000.00	High	N/A	TBD
39	Interior Facility Signage	KN			●							\$ 250,000.00	\$ -	\$ 250,000	\$ 250,000.00	High	N/A	N/A
District Wide Subtotal												\$ 15,064,804	\$ -	\$ 15,064,804	\$ 15,064,804			
Totals			16	0	8	3	8	0	0	0	0	\$ 51,750,917	\$ 8,021,496	\$ 43,729,421	\$ 51,750,917			

South Texas College
Renewal and Replacement Projects
Project Status
FY 2025 - 2026

#	Projects	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2526 Budget	Priority Status	Architect/ Engineering Firm	Contractor
Pecan Campus																		
1	Stucco Repainting Phase II - M, N, and T	KN					•					\$ 503,000	\$ 97,234.09	\$ 405,766	\$ 10,000.00	Low	N/A	Terra Fuerte
2	Library Building F Exterior Building Envelope Repairs	DV			•							\$ 125,000	\$ -	\$ 125,000	\$ 140,000.00	High	TBD	TBD
3	Stucco Repainting Phase II - L	KN					•					\$ 22,774	\$ 17,426.80	\$ 5,347	\$ 4,000.00	Low	N/A	Terra Fuerte
4	HVAC Replacements Phase II - PCN Bldg. G	MV			•							\$ 529,000	\$ 174.38	\$ 528,826	\$ 880,500.00	Low	Sigma	TBD
5	HVAC Replacements Phase II - PCN Bldg. H	MV			•							\$ 529,000	\$ 174.37	\$ 528,826	\$ 880,500.00	Low	Sigma	TBD
6	HVAC Replacements Phase II - PCN Bldg. X	MV			•							\$ 133,000	\$ 174.37	\$ 132,826	\$ 220,500.00	Low	Sigma	TBD
7	HVAC Replacements Phase II - PCN Bldg. K	MV	•									\$ 133,000	\$ -	\$ 133,000	\$ 222,000.00	Low	TBD	TBD
8	HVAC Replacements Phase II - PCN Bldg. C	MV	•									\$ 397,000	\$ -	\$ 397,000	\$ 662,000.00	Low	TBD	TBD
9	HVAC Replacements Phase II - PCN Bldg. F	MV	•									\$ 265,000	\$ -	\$ 265,000	\$ 442,000.00	Low	TBD	TBD
10	Physical Plant Building E Cooling Tower Above Ground Piping System	MV				•						\$ 820,000	\$ 40,946.32	\$ 779,054	\$ 749,020.00	High	DBR	TBD
11	Business and Science Building G Data Cabling Infrastructure Replacement	DV	•									\$ 80,000	\$ -	\$ 80,000	\$ 80,000	Low	N/A	TBD
12	Student Activities Building H Data Cabling Infrastructure Replacement	DV	•									\$ 80,000	\$ -	\$ 80,000	\$ 80,000	Low	N/A	TBD
13	Social Science Building T Second Classroom and Conference Room Upgrades	DV	•									\$ 500,000	\$ -	\$ 500,000	\$ 560,000	Low	TBD	TBD
14	Stucco Repainting Phase III - Bldg E,F,G,J,K,H and X	KN	•									\$ 701,000	\$ -	\$ 701,000	\$ 701,000	Low	N/A	TBD
Pecan Campus Subtotal												\$ 4,817,774	\$ 156,130	\$ 4,661,644	\$ 5,631,520			

South Texas College
Renewal and Replacement Projects
Project Status
FY 2025 - 2026

#	Projects	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2526 Budget	Priority Status	Architect/Engineering Firm	Contractor
Mid Valley Campus																		
15	South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas (Phase II)	DV					•					\$ 1,730,000	\$ 1,021,654.37	\$ 708,346	\$ 688,412.00	Low	Milnet Architectural Services	Rio United Builders
16	HVAC Replacements Phase I - MVC Bldg. E	MV					•					\$ 778,780	\$ 34,743.49	\$ 744,037	\$ 720,564.00	Low	Ethos	JCI
17	HVAC Replacements Phase I - MVC Bldg. F	MV					•					\$ 389,330	\$ 17,490.85	\$ 371,839	\$ 360,232.00	Low	Ethos	JCI
18	HVAC Replacements Phase I - MVC Bldg G	MV					•					\$ 1,362,890	\$ 60,619.96	\$ 1,302,270	\$ 1,260,859.00	Low	Ethos	JCI
19	Resurfacing of Parking Lot 2 Resurfacing of Lot #2	TBD	•									\$ 138,000	\$ -	\$ 138,000	\$ 115,000.00	Low	TBD	TBD
20	Building A and B Canopy Fabric Replacement	TBD	•									\$ 60,000	\$ -	\$ 60,000	\$ 50,000.00	Low	N/A	TBD
21	Repainting of Perimeter Fence	TBD	•									\$ 48,000	\$ -	\$ 48,000	\$ 50,000.00	Low	N/A	TBD
22	Replacement of Perimeter Fence	TBD	•									\$ 54,000	\$ -	\$ 54,000	\$ 45,000.00	Low	N/A	TBD
23	Resurfacing of Parking Lot 7	TBD	•									\$ 360,000	\$ -	\$ 360,000	\$ 300,000.00	Low	TBD	TBD
Mid Valley Campus Subtotal												\$ 4,921,000	\$ 1,134,509	\$ 3,786,491	\$ 3,590,067			
Technology Campus																		
24	Replacement of Existing Perimeter Fence & Regrading of Existing Swales	TBD	•									\$ 90,000	\$ -	\$ 90,000	\$ 75,000.00	Low	TBD	TBD
25	Institute for Advanced Manufacturing Building E Ceiling Liner Replacement	TBD	•									\$ 96,000	\$ -	\$ 96,000	\$ 80,000.00	Low	TBD	TBD
Technology Campus Subtotal												\$ 186,000	\$ -	\$ 186,000	\$ 155,000			
Dr. Ramiro R. Casso Health Science Professions Campus																		
26	NAH East Building A Westside Window Waterproofing Repairs	TBD	•									\$ 80,000	\$ -	\$ 80,000	\$ 90,000.00	Low	TBD	TBD
27	NAH East Building A Westside Elevators Repairs	O&M		•								\$ 250,000	\$ -	\$ 250,000	\$ 350,000.00	Medium	N/A	TBD
Health Science Professions Campus Subtotal												\$ 330,000	\$ -	\$ 330,000	\$ 440,000			

South Texas College
Renewal and Replacement Projects
Project Status
FY 2025 - 2026

#	Projects	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2526 Budget	Priority Status	Architect/Engineering Firm	Contractor
Starr County Campus																		
28	Stucco Repainting Phase II: Bldg D,F,J	KN					●					\$ 253,000	\$ -	\$ 253,000	\$ 24,000.00	Low	N/A	Terra Forte
29	Administration/Bookstore: Bldg A Data Cabling Infrastructure Replacement	DV					●					\$ 60,000	\$ 15,644.69	\$ 44,355	\$ 50,000.00	Low	TBD	TBD
30	Center for Learning Excellence Building B Data Cabling Infrastructure Replacement	DV					●					\$ 60,000	\$ 15,644.69	\$ 44,355	\$ 50,000.00	Low	TBD	TBD
31	North Academic Building C Data Cabling Infrastructure Replacement	DV					●					\$ 60,000	\$ 39,146.48	\$ 20,854	\$ 50,000.00	Low	TBD	TBD
32	Booster Pumps Panel Replacement	TBD	●									\$ 30,000	\$ -	\$ 30,000	\$ 25,000.00	Low	TBD	TBD
Starr County Campus Subtotal												\$ 463,000	\$ 70,436	\$ 392,564	\$ 199,000			
District Wide																		
33	Renewals & Replacements	N/A										\$ 151,000	\$ -	\$ 151,000	\$ 151,000.00	N/A	N/A	N/A
35	Fire Alarm Panel Replacement/Upgrade	O&M		●								\$ 102,500	\$ -	\$ 102,500	\$ 102,500.00	Low	N/A	TBD
36	Interior LED Lighting Replacements	O&M		●								\$ 110,000	\$ 37,642.00	\$ 72,358	\$ 110,000.00	Low	N/A	TBD
37	Ext. Walkway LED Lighting Replacements	O&M		●								\$ 50,000	\$ -	\$ 50,000	\$ 50,000.00	Low	N/A	TBD
38	Building Automation Systems Replacements	O&M		●								\$ 76,500	\$ -	\$ 76,500	\$ 1,001,500.00	Low	N/A	TBD
39	Flooring Replacements	KN	●									\$ 504,000	\$ -	\$ 504,000	\$ 504,000.00	Medium	N/A	TBD
40	HVAC Replacements	O&M	●									\$ 527,000	\$ -	\$ 527,000	\$ 527,000.00	Low	N/A	TBD
41	Exterior Lighting Replacements	O&M		●								\$ 279,000	\$ -	\$ 279,000	\$ 279,000.00	Low	N/A	TBD
43	Water Tower Logo Replacements	DV			●							\$ 80,000	\$ -	\$ 80,000	\$ 80,000.00	N/A	N/A	TBD
44	Outdoor Furniture Replacements	KN	●									\$ 154,000	\$ -	\$ 154,000	\$ 130,000.00	N/A	N/A	TBD
46	Project Cost Control Reserve	N/A	●									\$ 1,300,087	\$ -	\$ 1,300,087	\$ 2,769,417.00	N/A	N/A	TBD
42	Signage Replacement	DV			●							\$ 250,000	\$ -	\$ 250,000	\$ 250,000.00	N/A	N/A	TBD
34	Marker Boards Replacement	TBD		●								\$ 301,500	\$ -	\$ 301,500	\$ 301,500.00	Low	N/A	TBD
45	AV Equipment Replacements	N/A	●									\$ 130,000	\$ -	\$ 130,000	\$ 130,000.00	N/A	N/A	TBD
47	Painting Replacements	TBD	●									\$ 180,000	\$ -	\$ 180,000	\$ 150,000.00	Low	N/A	TBD
48	Resurfacing of Asphalt Drives	TBD	●									\$ 42,000	\$ -	\$ 42,000	\$ 35,000.00	Low	N/A	TBD
49	Irrigation System Controls Upgrade	TBD	●									\$ 48,000	\$ -	\$ 48,000	\$ 40,000.00	Low	N/A	TBD
District Wide Subtotal												\$ 4,285,587	\$ 37,642	\$ 4,247,945	\$ 6,610,917			
Totals		0	11	6	0	0	4	0	0	0	0	\$ 15,003,361	\$ 1,398,718	\$ 13,604,644	\$ 16,626,504			

Outstanding Issues - Action Plan
October 14, 2025 Facilities Committee Meeting
as of October 7, 2025

#	Description of Issues	Responsible Parties	Status	Due Date	Comments/Notes	Resolution / Action Item
Pecan Campus						
1	Pecan Campus North Academic Humanities Building P - Water Infiltration (Warranty Item since 2018)	D. Wilson Construction	Pending	5/31/2023 See notes in bold. 2/13/2025 5/8/2025 6/30/2025 7/31/2025 9/9/2025 10/7/2025	<p>2/28/2018: First warranty request was issued to Contractor.</p> <p>5/8/2023: Meeting with D. Wilson, PBK Architects, BEAM Professionals, Amtech, and College staff to discuss the status of the water infiltration issues and request a Plan of Action from D. Wilson on how they plan to remediate the issues.</p> <p>5/15/2023: Meeting with D. Wilson, PBK Architects, BEAM Professionals, Amtech, Old Castle, and College staff to follow up with the status of Plan of Action from D. Wilson and path forward. D. Wilson stated that Plan of Action would be forwarded to College by 5/16/2023 but was not received by the College.</p> <p>Full accounting of dates in September 2024 Facilities Committee and Board packets.</p> <p>5/8 - 9/9/25: D. Wilson is pending to provide status of the updated report on pending items they are working on: 1)Status of window leaks and response from RabaKistner on root cause of window leak issue, 2)Shelf Angle review-D.Wilson is pending comments from PBK, 3) Window Sills-work performed by D.Wilson will need to be verified if performance is successful, 6) Weep installation-work performed by D.Wilson will need to be verified if performance is successful; College to contract with Test and Balance consultant to conduct new test reports to verify current operation of HVAC System. D.Wilson has replaced additional windows due to hazing issues.</p> <p>10/7/2025:-D. Wilson is pending to provide status of the updated report on pending items they are working on: 1)Status of window leaks and response from RabaKistner on root cause of window leak issue, 2)Shelf Angle review-D.Wilson is pending comments from PBK, 3) Window Sills-work performed by D.Wilson will need to be verified if performance is successful, 6) Weep installation-work performed by D.Wilson will need to be verified if performance is successful; College is working on processsing a proposal from Test and Balance consultant to conduct new test reports to verify current operation of HVAC System. D.Wilson has replaced additional windows due to hazing issues.</p>	<p>5/18/2023: Plan of Action from D. Wilson to be reviewed by all team members for approval.</p> <p>Refer to September 2024 Facilities Committee and Board packets for full accounting of intervening dates.</p> <p>2/13/2025: Contractor is still working on remaining unresolved items.</p> <p>6/30/2025: Need to schedule a meeting with D. Wilson to review items; the College is requesting a proposal from a Testing and Balancing Consultant.</p> <p>7/31/2025: Need to schedule a meeting with D. Wilson to review items; College is reviewing proposal from Testing and Balancing Consultant.</p> <p>9/9/2025: FPC and FOM staff are scheduled to meet with the T&B consultant on 9/11/2025 to review the scope of work.</p> <p>10/7/2025:FPC is processing a proposal from a T&B consultant to verify the existing conditions of the HVAC System.</p>
2	Mid Valley Campus South Academic Building H - Repair of Roof Damage and Interior Areas (Insurance Claim)	Hartford Insurance, Public Adjuster	Pending	5/31/2023 See notes in bold. 2/13/2025 5/8/2025 7/31/2025 9/9/2025 10/7/2025	<p>5/4/2023: Public Adjuster met on site with Hartford Insurance to perform a final walk through of building to verify damages listed by Public Adjuster. Hartford to provide a response in 2 to 4 weeks.</p> <p>5/17/2023: Construction documents (roof only) have been completed by the Architect and the College has begun the solicitation for construction services.</p> <p>Refer to September 2024 Facilities Committee and Board packets for full accounting of intervening dates.</p> <p>7/29/2024 - 2/13/2025:No Change from 7/10/2024-still pending letter from City of Weslaco stating the required code requirements to be followed by the project team.</p> <p>5-7-2025:Letter from Weslaco was received with code requirements. Architect finalized plans, Construction services awarded for Phase II and contract is pending.Public Adjuster has received bid register of bids submitted as requested.</p> <p>7/31/2025:The Bid Proposal from the Contractor has been forwarded to the Public Adjuster.</p> <p>9/9/2025: Construction work is ongoing. Discussions with the Public Adjuster and College's insurance company is pending to be scheduled to discuss status of work.</p> <p>10/7/2025: Construction work is ongoing. Discussions with the Public Adjuster and College's insurance company is pending to be scheduled to discuss status of work.</p>	<p>5/18/2023: Awaiting final settlement from Hartford Insurance and recommendation from Public Adjuster.</p> <p>Refer to September 2024 Facilities Committee and Board packets for full accounting of intervening dates.</p> <p>7/10/2024 - 2/13/2025:Pending letter from the City of Weslaco stating the required code requirements that are to be followed by the project team.</p> <p>7/31/2025: Received the letter from the City of Weslaco regarding code requirements. Pending response from Public Adjuster.</p> <p>9/9/2025: Discussion is pending with Public Adjuster and Insurance company.</p> <p>10/7/2025: Discussion is pending with Public Adjuster and Insurance company.</p>

Nursing and Allied Health Campus						
3	Nursing and Allied Health Campus West Building B NAH West & Simulation Center - Wall/Floor Cracks and Water Infiltration	D. Wilson Construction	Pending	<p>5/31/2023 See notes in bold.</p> <p>2/13/2025</p> <p>5/8/2025</p> <p>6/30/2025</p> <p>9/9/2025</p> <p>10/7/2025</p>	<p>Up to 5/2/2023: College staff has been meeting with D. Wilson and ERO Architects to investigate the wall/ floor cracks on the 1st floor and water infiltration on the 3rd floor that have showed up in the last couple of years. Some repairs have been done but additional cracks have arisen.</p> <p>Refer to September 2024 Facilities Committee and Board packets for full accounting of intervening dates.</p> <p>7/29/24 - 9/4/24: Contractor to repair floor and wall tile in kitchen area and assist with repairs to interior corridor drywall cracks. Architect to provide details for interior wall repairs. Grading on exterior of kitchen is needed to provide proper drainage away from building. College staff to meet to review timeline regarding water infiltration versus first occurrence of wall crack issues.</p> <p>2/13/2025: Additional gypsum board wall cracks are still occurring. D.Wilson has in building has provided an update stating what they believe the cause of the cracks and have stated that ERO is in agreement. The College will request a meeting with the project team to discuss the timeline and review of the previous issues and new issues.</p> <p>5/8/2025 - 7/31/25: Architect and Contractor are reviewing cause of crack issues. Pending meeting with Architect and Contractor to review new responses and their findings.</p> <p>9/9/2025: College staff has noticed possible new wall cracks (8-6-2025) and forwarded to D. Wilson for response. A meeting will be scheduled to review current status of pending issues.</p> <p>10/7/2025: Pending a meeting to be scheduled with contractor and architect to review current status of pending issues.</p>	<p>5/18/2023: Awaiting results from investigative moisture study and site observations. Pending direction from Architect to Contractor for resolving cracks and water infiltration.</p> <p>Refer to September 2024 Facilities Committee and Board packets for full accounting of intervening dates.</p> <p>9/4/2024: Contractor, Architect, and College will work together to make the necessary repairs and modifications as per the Architect's recommendations. Owner to meet to discuss wall crack timeline.</p> <p>2/13/2025: The College will request a meeting with the project team to discuss the status of the issues.</p> <p>5/8/2025 - 7/31/25: Pending meeting with Contractor and Architect.</p> <p>9/9/2025: Pending meeting with Contractor and Architect.</p> <p>10/7/2025: Pending meeting with Contractor and Architect.</p>

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

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

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

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

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

- a. Approval on Substantial Completion of the Regional Center for Public Safety Excellence Perimeter Fence
- b. Approval on Amended Lease Agreement with P&N Shah Family, L.P. for the Cosmetology Program

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approve and authorize items "a – b" of the Facilities Committee Consent Agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

a. Approval on Substantial Completion of the Regional Center for Public Safety Excellence Perimeter Fence

- Purpose** To approve substantial completion of the project.
- Justification** College staff visited the site and developed a construction punch list on October 6, 2025.
- Contractor: AJ3 Construction, LLC.
- A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project by AJ3 Construction, LLC. The original cost approved for this project was \$118,139.76.
- Enclosed Documents** Appendix A – Current Budget Status
Appendix B – Photos
Appendix C – Substantial Completion Letter
Appendix D – Fact Sheet
- Funding** The funds for the Regional Center for Public Safety Excellence Perimeter Fence Project 2022-009C are available in the Unexpended Construction Plant Fund for use in FY 2025 – 2026.
- Staff Resource** Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services
- Recommendation** The Committee recommended Board approval of substantial completion of the Regional Center for Public Safety Excellence Perimeter Fence project as presented.

Appendix A

Current Budget Status

Regional Center for Public Safety Excellence Perimeter Fence					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$168,000.00	\$118,139.76	\$0	\$118,139.76	\$38,069.59	\$80,070.17

Appendix B

Photos follow in the packet.

Appendix C

Substantial Completion Certificate follows in the packet.

Appendix D

Fact Sheet follows in the packet.

Regional Center for Public Safety Excellence Perimeter Fence



Regional Center for Public Safety Excellence Perimeter Fence



Substantial Completion Acceptance

Project Name: Regional Center for Public Safety Excellence Perimeter Fence

Project No.: 24-25-1018

Owner: South Texas College

Contractor: AJ3 Construction, LLC

A/E Firm: N/A

Scope of Work Covered by This Acceptance:

Construction of approximately 4,200 linear feet of a chain link perimeter fence along the south side property line of the Regional Center for Public Safety Excellence.

Effective Date of Acceptance: 10/6/2025

This constitutes the Owner's acceptance for Beneficial Occupancy: Yes ☒ No ☐

In accordance with plans and specifications of the Contract, this is to confirm the results of the substantial completion inspection(s). The "punch list(s)" of items remaining to be completed or corrected as of the effective date of this acceptance, is formally issued under separate cover. It is expressly understood that the failure to include any items on such list (s) does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. In accordance with the Contract, the Date of Substantial Completion is that Date jointly certified by the Architect/Engineer, owner and Contractor that the Work is sufficiently completed for the Owner to utilize it, or designated portion thereof, for the intended purpose.

As of the effective date noted above, the Contractor is relieved of the responsibilities for utilities, maintenance, security, custodial services, and insurance coverage, which may pertain specifically to the Work, covered by this acceptance. The Contractor remains responsible; however, to maintain full insurance coverage as required by the Contract for any areas of the project not yet accepted, and such coverage as may be necessary for its employees and subcontractors while engaged in completion of the punch list items as identified above.

The Owner and A/E will continue to inspect the entire project, including the work accepted herein, until final completion and acceptance of all elements of the work. This inspection will cover such defects as may have been overlooked as well as the items currently remaining on the punch list (s). The date of Substantial Completion Acceptance of the Project or portion designated above is the date of issuance established by this document, which is also the date of commencement of applicable warranties required by the Contract Documents.


The Contractor shall complete/correct the items identified on the punch list(s) within Calendar days from the Effective Date of this Acceptance.	30
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Printed Name and Title	Signature	Date
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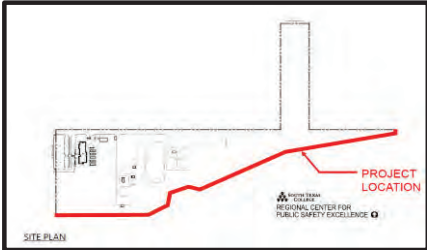


The **Architect/Engineer** agrees that the Work noted in this Acceptance is sufficiently complete to be used as intended.

N/A		N/A
Printed Name and Title	Signature	Date

With the exception of those items noted on the attached "punch list(s)", the **Owner** accepts the Work designated herein as Substantially Complete as of the Effective Date of this Acceptance.

Ricardo de la Garza		10/6/2025
Printed Name and Title	Signature	Date



Project Name:				Regional Center for Public Safety Excellence - Perimeter Fence				Project No.		2022-009C	
Funding Source(s):				Unexpended Plant Fund							
				FY 23-24		FY 24-25					
				Variance of		Variance of					
				FY 23-24		Project Budget		FY 23-24		Project Budget vs.	
				Actual		vs. Actual		Actual		Total Actual	
				Expenditures		Expenditures		Expenditures		Expenditures To	
				Total		Project Budget		Project Budget		Date	
				Project Budget		Expenditures		Actual Expenditures		Expenditures	
Construction:				\$ 168,000.00	\$ 168,000.00	\$ -	\$ 168,000.00	\$ 168,000.00	\$ 38,069.59	\$ 129,930.41	\$ 38,069.59
Design				5,000.00	5,000.00	-	5,000.00	5,000.00	-	5,000.00	\$ -
Miscellaneous:				20,000.00	20,000.00	-	20,000.00	19,500.00	502.12	18,997.88	\$ 502.12
FFE:				-	-	-	-	-	-	-	-
Technology:				-	-	-	-	-	-	-	-
Total:				\$ 193,000.00	\$ 193,000.00	\$ -	\$ 193,000.00	\$ 192,500.00	\$ 38,571.71	\$ 153,928.29	\$ 38,571.71
Project Team				Board Status							
Approval to Solicit								Contract			
Architect/Engineer:				N/A				Amount			
								Expenditures			
Architect/Engineer:				N/A				Variance			
Contractor:				AJ3 Construction LLC				AJ3 Construction			
								LLC			
								\$			
								118,139.76			
								\$			
								-			
								\$			
								118,139.76			
STC FPC Project Manager:				David Valdez				Board			
								Acceptance			
								TBD			
								Board			
								Acceptance			
								TBD			
Project Description				Project Scope							
Add perimeter fence along the West and South Side of the Regional Center for Public Safety Property				Construction of approximately 4,200 linear feet of 8 foot height chain link perimeter fence along the south side of the Regional Center for Public Safety Excellence.							
Projected Timeline											
Board Approval to Solicit		Board Approval of		Board Approval of		Board Approval of		Construction Start		Board Approval of Substantial	
Architect/Engineer		Architect/Engineer		Schematic Design		Contractor		Date		Completion Date	
N/A		N/A		N/A		4/8/2025		5/28/2025		10/28/2025	
										Board Approval of Final Completion Date	
										11/27/2025	
										FFE Completion of Move In	
										N/A	
Project Calendar of Expenditures by Fiscal Year											
Fiscal Year		Construction		Design		Miscellaneous		FFE		Technology	
2024-25		\$ 38,069.59		\$ -		\$ 502.12		\$ -		\$ -	
Project Total		\$ 38,069.59		\$ -		\$ 502.12		\$ -		\$ -	
Current Agenda Item											
10/14/2025 Facilities Committee Meeting: Review and Recommend Action on Substantial Completion of the Regional Center for Public Safety Excellence Perimeter Fence											
<div><div></div><div></div><div></div></div> <p>Proposed Layout</p>											

FPC Project Manager David A. Valdez

FPC Director Robert S. Downey FPC Executive Director Rafael

Consent Agenda:

b. Approval on Amended Lease Agreement with P&N Shah Family, L.P. for the Cosmetology Program

Purpose To approve a facility lease addendum with P&N Shah Family, L.P. for additional space.

Justification On April 25, 2023, the Board of Trustees authorized a facility lease addendum with P&N Shah Family, L.P. for the College's Cosmetology program. This space provided for specific needs including general classrooms, student common area, cosmetology labs, office spaces, and a dispensary/storage area on site.

Since that time, the STC Cosmetology has thrived in that space, and could benefit from an expansion on site, while the College continues its plans to renovate space at the STC Pecan Plaza.

The program currently serves three active student cohorts, totaling 39 students and up to 45 (15 per cohort). The cosmetology program has been extremely successful, filling up cohorts within a matter of days of opening enrollment. Program growth has reached a point where the primary barrier to expansion is the limited space provided in the current lease. Additionally, due to limited space within the leased facility, the program has been utilizing an off-site storage unit at a cost of \$3,504 annually to store program supplies and equipment.

The program has identified three additional rooms at the existing facility that would directly support program operations, student learning, and faculty needs.

The additional spaces are available as follows:

Room Details and Proposed Use

Room	Square Footage	Intended Use
Room 1	227 sq. ft.	Relocate student open lab and include a student dining area; previous open lab repurposed as adjunct faculty office
Room 2	237 sq. ft.	Additional on-site storage adjacent to existing dispensary; consolidate current lab storage, which will be converted into a faculty office
Room 3	359 sq. ft.	Additional classroom

The lessor will renovate existing spaces to make them generally ready for the College, including new entrance doors, removing unnecessary furniture and cabinets, and repainting walls.

The total additional spaces would increase our footprint by 823 square feet. The proposed lease provides these additional spaces at \$1.75 per rentable square foot per month, which reflects an increase of \$17,283 per year.

If the Board approves this addendum, the total facilities lease agreement would cost \$125,643.00 per year.

The additional space will also allow the College to eliminate an off-site storage lease, saving \$3,504 per year.

Administration has confirmed this expansion will strengthen the cosmetology program by improving operational efficiency, increasing instructional and support capacity, and enhancing both the student and faculty experience. The additional lease costs remain within the program's budget capacity, making this a fiscally responsible proposal that directly benefits student success and program quality.

The addendum would extend the current lease and new cost through December 31, 2028, after which renewal terms may be considered.

The proposed lease amendment has been reviewed by Administration and legal counsel and is recommended for Board approval.

Enclosed Documents

None.

Staff Resource

Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development
Mr. Jose Vela, Point of Contact, Technology Campus
Ms. Carla Balleza, Cosmetology Program Chair

Recommendation

The Committee recommended Board approval of the facility lease addendum with P&N Shah Family, L.P. for the use of additional spaces at the Shah Eye Center facility for the period as presented.

Review and Recommend Action on Approval of District Wide Building Names

Purpose	To approve the proposed building names as presented.
Justification	The naming of buildings is necessary so that each building can be specifically identified for students, faculty, staff, and the public. It has been proposed that the names of some of the existing and new buildings should be changed to accurately identify their function(s).
Enclosed Documents	Appendix A – List of Proposed Building Names
Staff Resource	Ricardo de la Garza, Executive Director for Facilities Planning & Construction Mary Del Paz, Vice President for Finance and Administrative Services
Recommendation	Administration requests the Committee recommend Board approval of the proposed district wide building names as presented.

Appendix A

Project Presentation follows in the packet



SOUTH TEXAS COLLEGE

DISTRICT WIDE New Proposed Building Names



PECAN CAMPUS KINESIOLOGY AND WELLNESS CENTER BUILDING Q PROJECT LOCATION



PROJECT
LOCATION



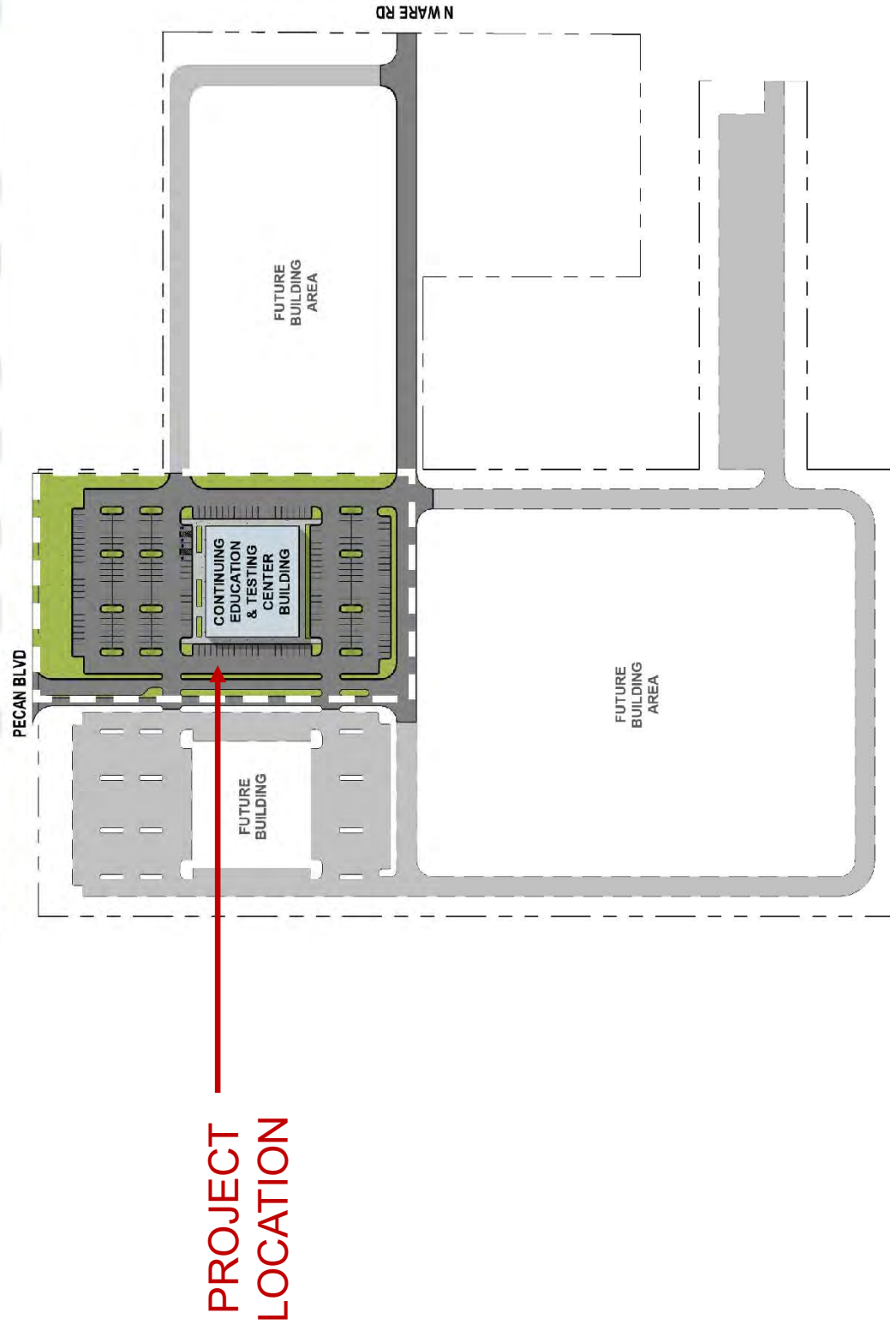


Kinesiology and Wellness Center Building Q

PECAN CAMPUS KINESIOLOGY
AND WELLNESS CENTER
BUILDING Q
PROPOSED BUILDING NAME



PECAN WEST CONTINUING EDUCATION AND TESTING CENTER BUILDING A PROJECT LOCATION





Continuing Education and Testing Center Building A

**PECAN WEST CONTINUING
EDUCATION AND TESTING CENTER
BUILDING A
PROPOSED BUILDING NAME**



PECAN CAMPUS ATHLETIC SUPPORT BUILDING R PROJECT LOCATION



PROJECT
LOCATION





Athletic Support Building R

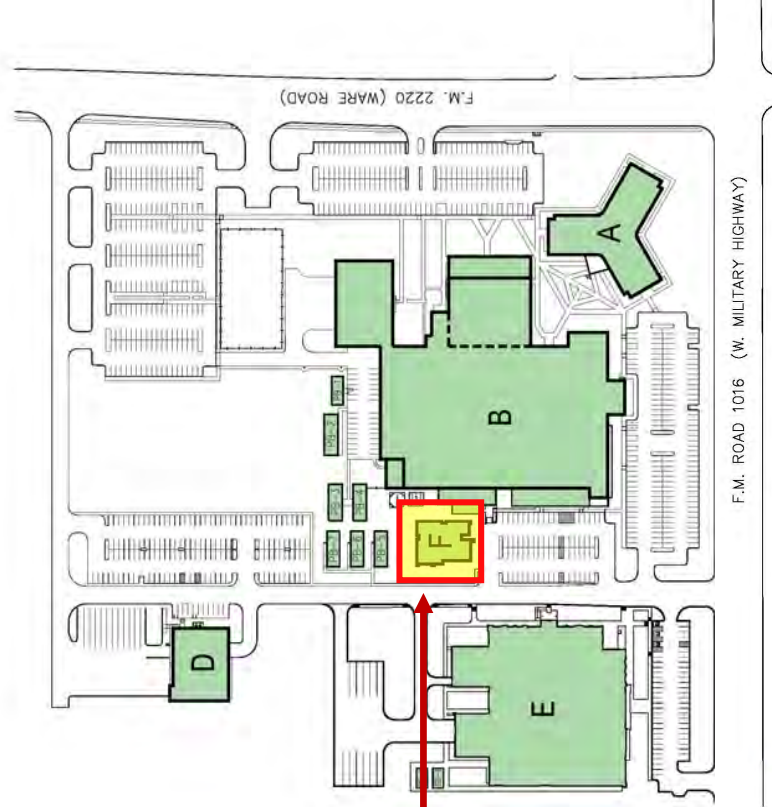
PECAN CAMPUS ATHLETIC
SUPPORT BUILDING R
PROPOSED BUILDING NAME



TECHNOLOGY CAMPUS WELDING TRAINING CENTER BUILDING F PROJECT LOCATION



PROJECT
LOCATION



TECHNOLOGY CAMPUS

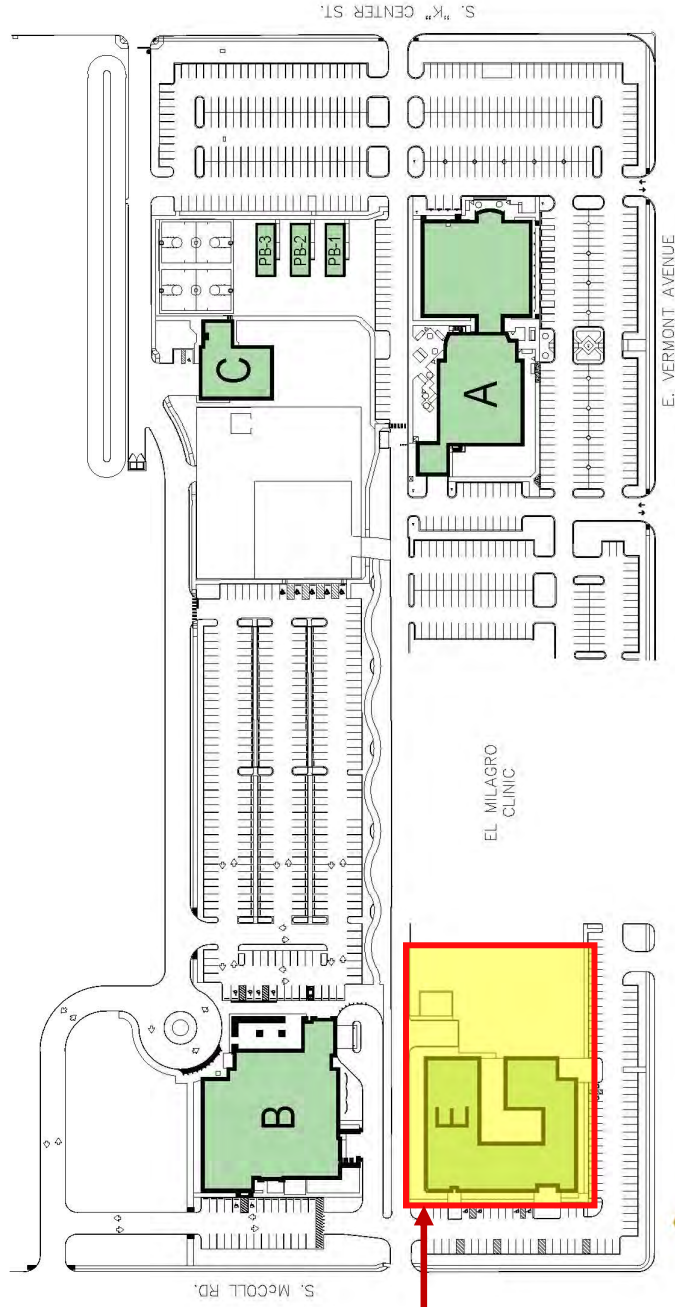


Welding Training Center Building F

TECHNOLOGY CAMPUS WELDING
TRAINING CENTER BUILDING F
PROPOSED BUILDING NAME



DR. RAMIRO R. CASSO HEALTH SCIENCE PROFESSIONS CAMPUS HEALTH SCIENCE PROFESSIONS AND CONFERENCE CENTER BUILDING E PROJECT LOCATION



PROJECT
LOCATION



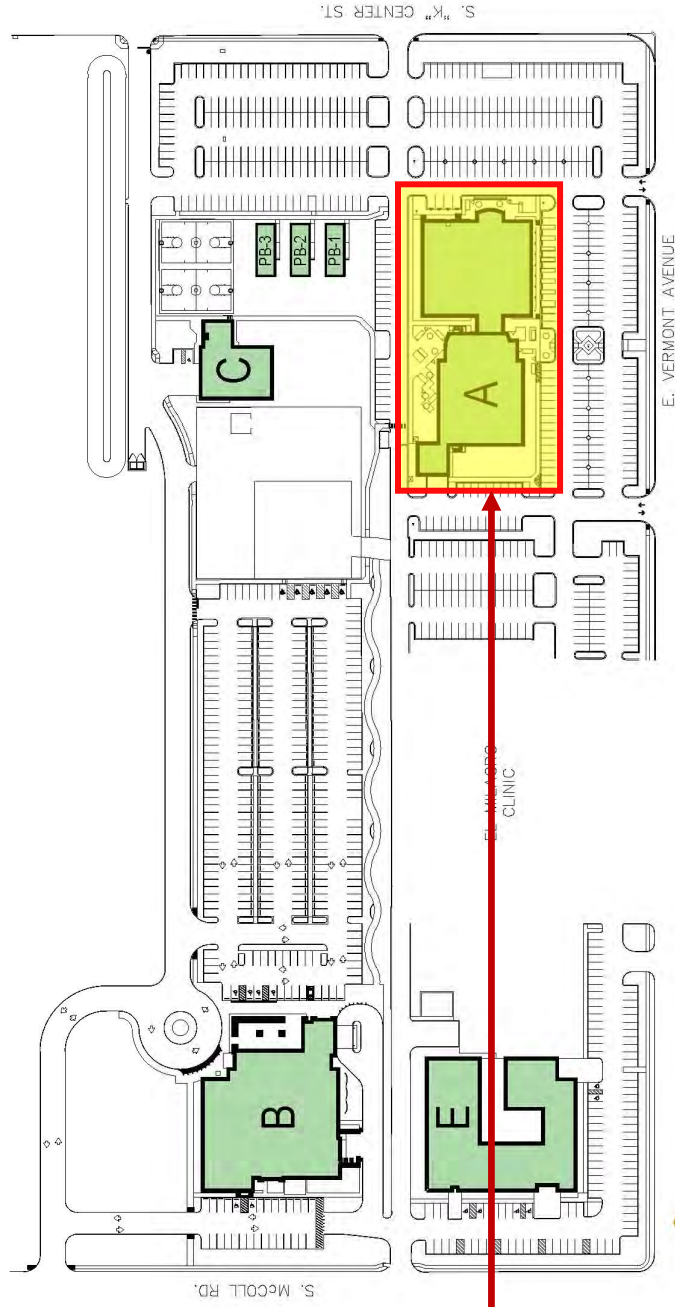


Health Science Professions and Conference Center Building E

DR. RAMIRO R. CASSO HEALTH SCIENCE
PROFESSIONS CAMPUS
HEALTH SCIENCE PROFESSIONS AND
CONFERENCE CENTER BUILDING E
PROPOSED BUILDING NAME



DR. RAMIRO R. CASSO HEALTH SCIENCE PROFESSIONS CAMPUS HSP EAST BUILDING A PROJECT LOCATION



PROJECT
LOCATION



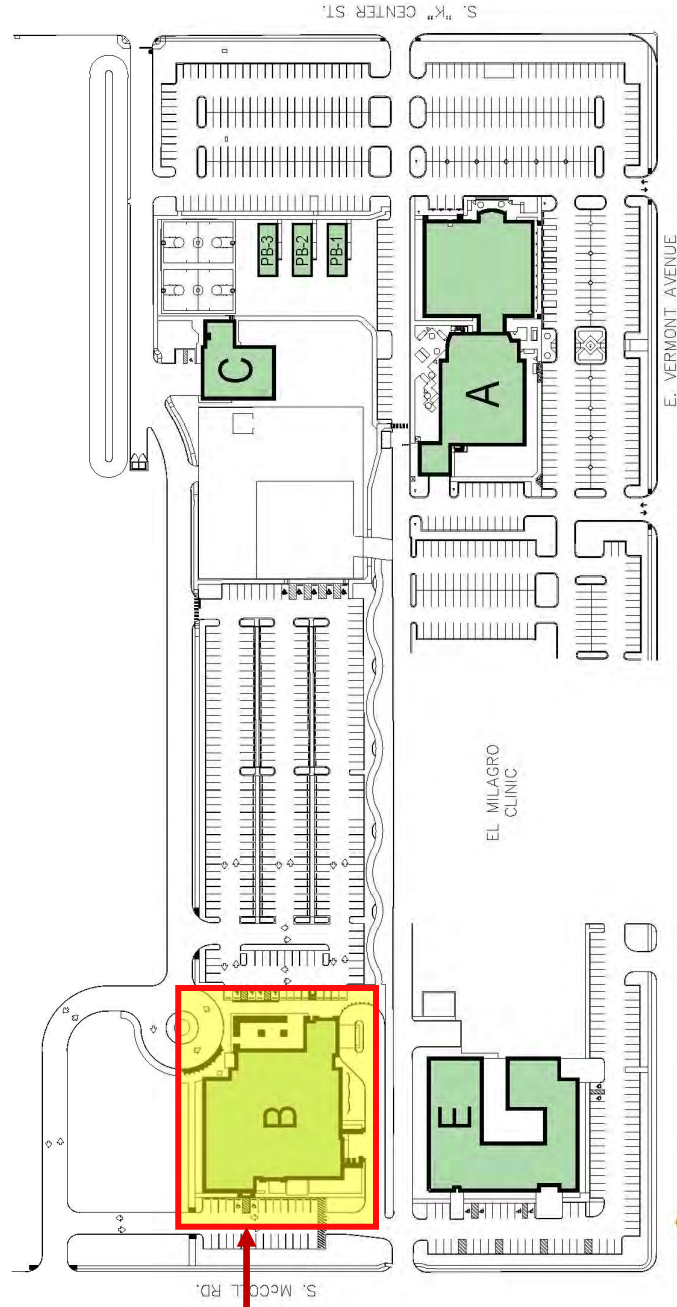


HSP East Building A

**DR. RAMIRO R. CASSO HEALTH SCIENCE
PROFESSIONS CAMPUS
HSP EAST BUILDING A
PROPOSED BUILDING NAME**



DR. RAMIRO R. CASSO HEALTH SCIENCE PROFESSIONS CAMPUS HSP WEST & SIMULATION CENTER BUILDING B PROJECT LOCATION



PROJECT
LOCATION



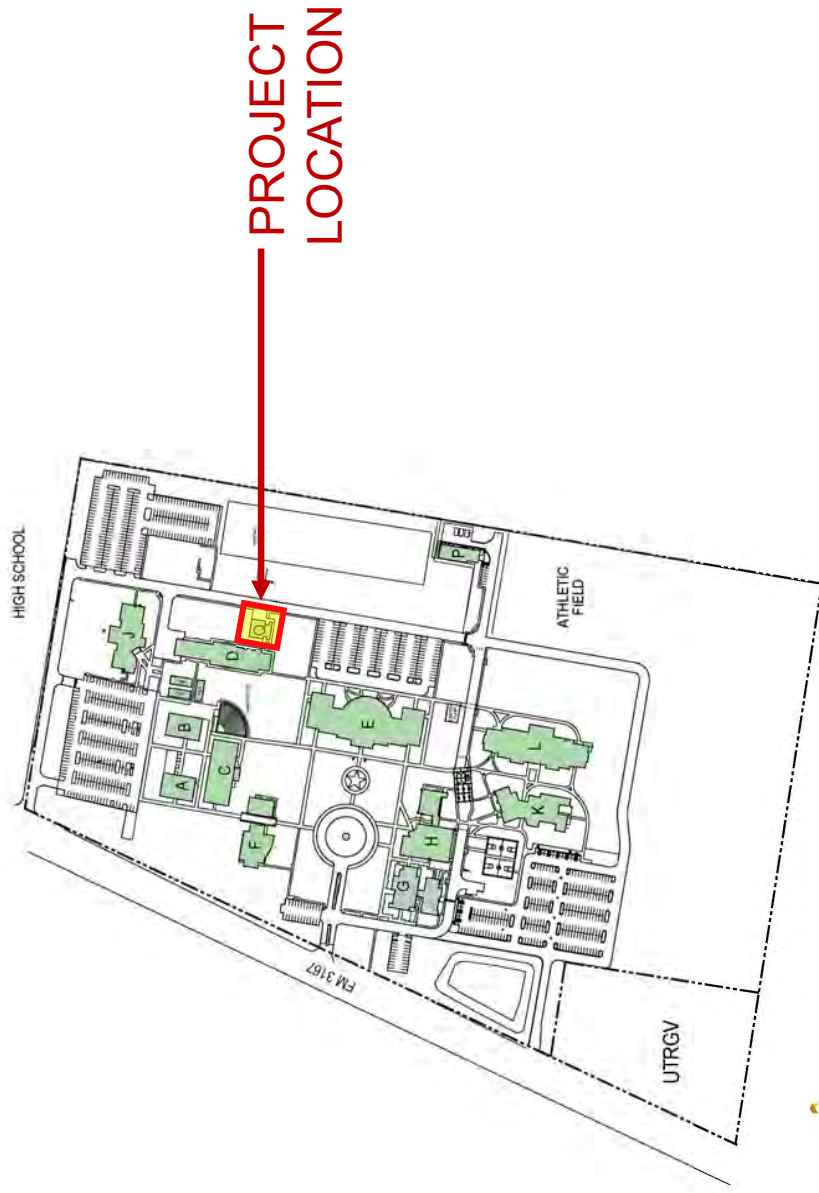


HSP West & Simulation Center Building B

DR. RAMIRO R. CASSO HEALTH SCIENCE
PROFESSIONS CAMPUS
HSP WEST & SIMULATION CENTER
BUILDING B
PROPOSED BUILDING NAME



STARR COUNTY CAMPUS AUTOMOTIVE TRAINING CENTER BUILDING Q PROJECT LOCATION



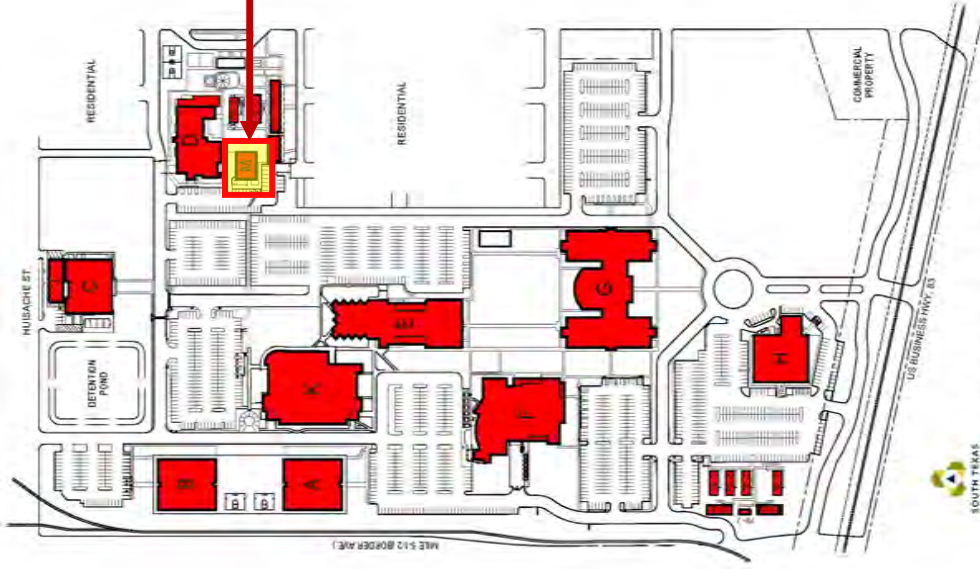


Automotive Training Center Building Q

**STARR COUNTY CAMPUS
AUTOMOTIVE TRAINING CENTER
BUILDING Q
PROPOSED BUILDING NAME**



MID VALLEY CAMPUS AUTOMOTIVE TRAINING CENTER BUILDING M PROJECT LOCATION



MID VALLEY CAMPUS

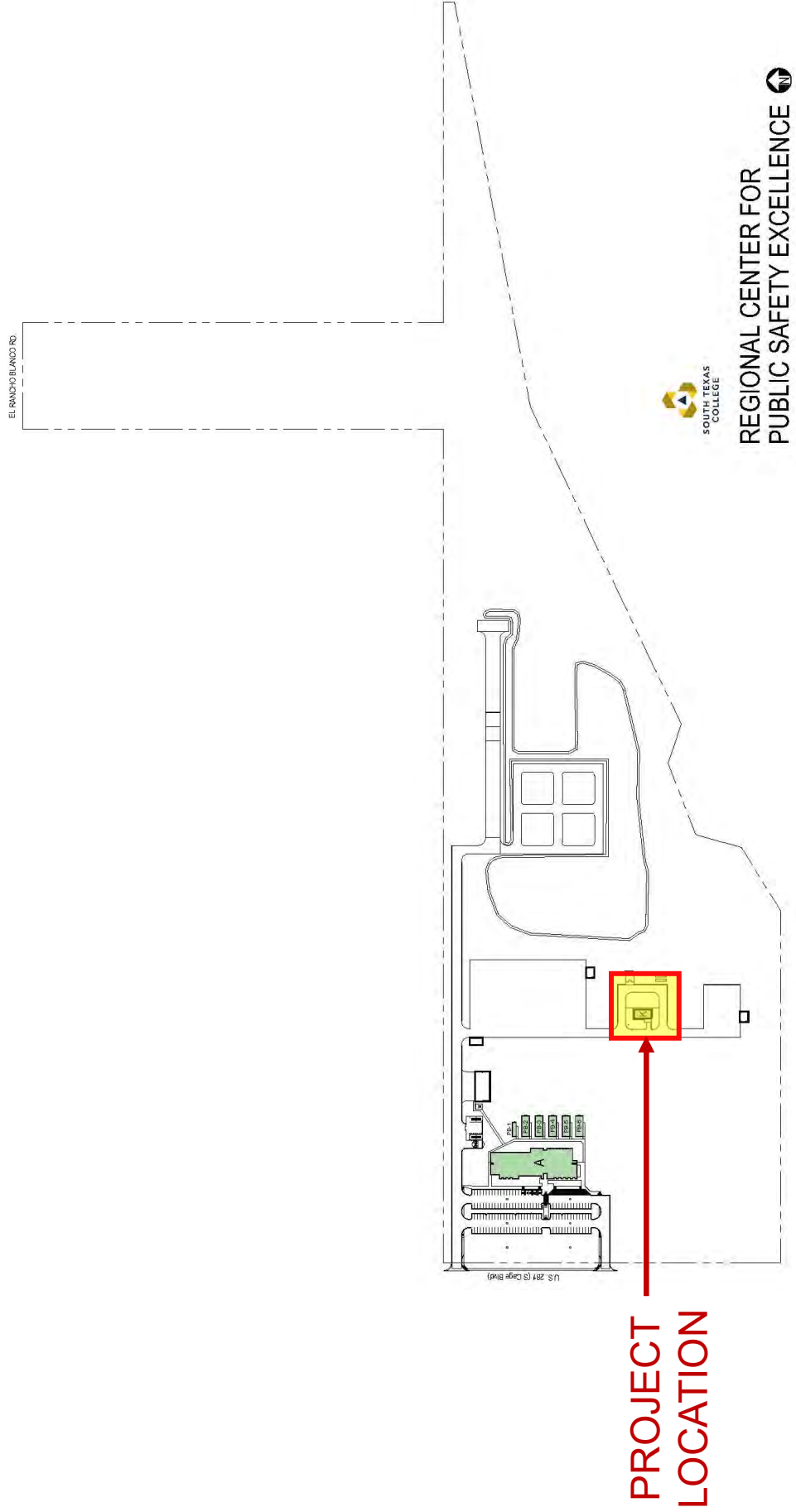


Automotive Training Center Building M

**MID VALLEY CAMPUS
AUTOMOTIVE TRAINING CENTER
BUILDING M
PROPOSED BUILDING NAME**



REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE RESIDENTIAL FIRE TRAINING STRUCTURE PROJECT LOCATION





Residential Fire Training Structure Building K

**REGIONAL CENTER FOR PUBLIC SAFETY
EXCELLENCE
RESIDENTIAL FIRE TRAINING
STRUCTURE BUILDING K
PROPOSED BUILDING NAME**



PECAN CAMPUS AND PECAN WEST BUILDING NAMES



PECAN CAMPUS

Name	
A,D,X	ANN RICHARDS ADMINISTRATION
B	ART
C	SYLVIA ESTERLINE CENTER FOR LEARNING EXCELLENCE
E	PHYSICAL PLANT
F	LIBRARY
G	BUSINESS AND SCIENCE
H	STUDENT ACTIVITIES CENTER
J	SOUTH ACADEMIC
K	STUDENT SERVICES
L	COOPER CENTER FOR PERFORMING ARTS
M	INFORMATION TECHNOLOGY
N	INSTITUTIONAL SUPPORT SERVICES
P	NORTH ACADEMIC HUMANITIES
Q	KINESIOLOGY AND WELLNESS CENTER
QQ	FUTURE
R	ATHLETIC SUPPORT
S	FUTURE
T	SOCIAL SCIENCES
U	STUDENT UNION
V	STEM
W	FUTURE
Y	GENERAL ACADEMIC
Z	FUTURE

PECAN WEST

Name	
A	CONTINUING EDUCATION AND TESTING CENTER

PECAN PLAZA, TECHNOLOGY CAMPUS, AND HEALTH SCIENCE PROFESSIONS CAMPUS BUILDING NAMES



PECAN PLAZA

Name

A	HUMAN RESOURCES
B	EAST
C	WEST

TECHNOLOGY CAMPUS

Name

A	EMERGING TECHNOLOGIES
B	ADVANCED TECHNICAL CAREERS
C	FUTURE
D	SHIPPING AND RECEIVING
E	INSTITUTE FOR ADVANCED MANUFACTURING
F	WELDING TRAINING CENTER

DR. RAMIRO R. CASSO HEALTH SCIENCE PROFESSIONS CAMPUS

Name

A	NAH EAST HSP EAST
B	NAH WEST & SIMULATION CENTER HSP WEST & SIMULATION CENTER
C	PHYSICAL PLANT
D	FUTURE
E	HEALTH SCIENCE PROFESSIONS AND CONFERENCE CENTER

STARR COUNTY CAMPUS BUILDING NAMES



STARR COUNTY CAMPUS

Name

A	ADMINISTRATION/BOOKSTORE
B	CENTER FOR LEARNING EXCELLENCE
C	NORTH ACADEMIC
D	WORKFORCE CENTER
E	SOUTH ACADEMIC
F	CULTURAL ARTS CENTER
G	STUDENT SERVICES
H	STUDENT ACTIVITIES CENTER
J	MANUEL BENAVIDES JR. RURAL TECHNOLOGY CENTER
K	LIBRARY
L	HEALTH PROFESSIONS AND SCIENCES
M	FUTURE
N	FUTURE
P	PHYSICAL PLANT
Q	AUTOMOTIVE TRAINING CENTER

MID VALLEY CAMPUS AND REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE BUILDING NAMES



MID VALLEY CAMPUS

Name	
A	CENTER FOR LEARNING EXCELLENCE
B	NURSING AND ALLIED HEALTH
C	KINESIOLOGY AND RECREATIONAL CENTER
D	WORKFORCE CENTER
E	LIBRARY
F	STUDENT UNION
G	NORTH ACADEMIC
H	SOUTH ACADEMIC
J	PHYSICAL PLANT
K	HEALTH PROFESSIONS AND SCIENCES
L	CHILDCARE DEVELOPMENT CENTER
M	AUTOMOTIVE TRAINING CENTER
N	FUTURE
P	FUTURE
Q	FUTURE

REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE

Name	
A	REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE
B	FUTURE
C	FUTURE
D	FUTURE
E	FUTURE
F	FUTURE
G	FUTURE
H	FUTURE
J	FUTURE
K	RESIDENTIAL FIRE TRAINING STRUCTURE

Review and Action as Necessary on the Process for the Selection of On-Call Services from Architects and Engineers

Purpose	To review and take action as necessary on the process for the selection of on-call architectural and engineering services for district-wide construction projects.
Justification	<p>A pre-approved pool of architectural, civil engineering, and mechanical, electrical, and plumbing (MEP) engineering firms reduces the estimated project schedules by eliminating the need to solicit qualifications on a project-by-project basis.</p> <p>On September 9, 2025, the Facilities Committee requested information about procurement processes for on-call professional services. College staff have reviewed the processes used by other entities. They are listed in Appendix A.</p> <p>In each of the processes reviewed, staff evaluates the firms and ranks them to select the most qualified, as per the Texas Government Code, Chapter 2254: Professional and Consulting Services.</p> <p><i>Sec. 2254.004. CONTRACT FOR PROFESSIONAL SERVICES OF ARCHITECT, ENGINEER, OR SURVEYOR.</i></p> <p><i>(a) In procuring architectural, engineering, or land surveying services, a governmental entity shall:</i></p> <p><i>(1) first select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications; and</i></p> <p><i>(2) then attempt to negotiate with that provider a contract at a fair and reasonable price.</i></p> <p><i>(b) If a satisfactory contract cannot be negotiated with the most highly qualified provider of architectural, engineering, or land surveying services, the entity shall:</i></p> <p><i>(1) formally end negotiations with that provider;</i></p> <p><i>(2) select the next most highly qualified provider; and</i></p> <p><i>(3) attempt to negotiate a contract with that provider at a fair and reasonable price.</i></p> <p><i>(c) The entity shall continue the process described in Subsection (b) to select and negotiate with providers until a contract is entered into.</i></p>
Enclosed Documents	<p>Appendix A – On-Call Services Processes Comparison</p> <p>Appendix B – List of FY 2026-2029 Proposed Capital Improvement Projects</p> <p>Appendix C – List of FY 2026-2029 Proposed Renewals & Replacements Projects</p>
Staff Resource	<p>Ricardo de la Garza, Executive Director for Facilities Planning & Construction</p> <p>Deyadira Leal, Director for Purchasing</p>

Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation This item is presented for the Board of Trustees' review to provide direction to College staff and/or take action as necessary on the selection process for on-call architectural and engineering services for district-wide construction projects.

Appendix A

On-Call Services Processes Comparison follows in the packet.

Appendix B

List of FY 2026-2029 Proposed Capital Improvement Projects follows in the packet.

Appendix C

List of FY 2026-2029 Proposed Renewals & Replacements Projects follows in the packet.

**SOUTH TEXAS COLLEGE
ON-CALL PROFESSIONAL SERVICES**

Type of Entity	Process 1		Process 2		Process 3		Process 4		STC Current Process	
	County	Solicit the Request for Qualifications (RFQ) annually.	City	Solicit the Request for Qualifications (RFQ)	School District	Solicit the Request for Qualifications (RFQ) annually.	Community College	Solicit the Request for Qualifications (RFQ)	Solicitation	
Type of Service	Architectural/Engineering Services	Architectural/Engineering Services	Engineering Services	Architectural/Engineering Services	Architectural/Engineering Services	Architectural/Engineering Services	Architectural/Engineering Services	Architectural/Engineering Services	Type of Service	Architectural/Engineering Services
Initial Review of Qualifications	Review the Qualifications Received based on checklist items. If the checklist required documents are complete, the firms are placed on the Commissioners Court agenda.	Review the Qualifications Received based on Pass/Fail Criteria. If the firms pass, the firms are placed on the City Council agenda.	Review the Qualifications Received based on Pass/Fail Criteria. If the firms pass, the firms are placed on the City Council agenda.	The staff will review and evaluate the responses from the qualifying firms and recommend the top 3-5 ranked firms for each profession.	The staff will review and evaluate the responses and recommend several top-ranked architectural firms. Received 15-18 and 4 firms approved.	The staff will review and evaluate the responses and recommend all engineering firms. Received 23 and approved all qualified (various professions).			Initial Review of Qualifications	Review the Required Submittal Documents for Round 1, which is based on Pass/Fail. The staff will perform this review.
Approval by Governing Body	Submit to the Commissioners Court for review and approval of firms that completed all the checklist requirements items. The Commissioners Court accepts all those that have completed the required checklist of documents.	Submit to the City Council for review and approval of firms considered qualified based on initial review and interview. The City Council accepts all those that have completed the required checklist of documents.	Submit to the City Council for review and approval of firms considered qualified based on initial review and interview. The City Council accepts all those that have completed the required checklist of documents.	The board approves the top-ranked firm for each profession and each type. (Architect, Civil Engineer, and Mechanical, Electrical, and Plumbing Engineer)	The contracts are negotiated to lock in fees and keep all the fees the same or close.				Evaluation and Ranking	If the vendor's submission documents pass, the firm will be considered and moved to Round 2 for evaluation. The staff evaluation committee will evaluate and rank the firms.
Selection of a firm for a project	The Precinct in need of services will review the qualification statements for three engineers from the pool and complete an evaluation to determine most qualified firm and present to the Commissioners Court for approval.	The city department in need of services will determine the firm that is most qualified for the project and negotiate a price. The recommended firm is presented to the council for approval.		The approved firms are on a rotation or the best qualified is selected for a specific project.					Facilities Committee	The Facilities Committee will review the evaluation committee's highest-ranked firm and recommend action to the Board of Trustees or select Round 3 (interviews and evaluations by the Board).
Administration	This process was submitted to the District Attorney's Office for review.		N/A	N/A	N/A	N/A	N/A	N/A		The Board of Trustees will approve the Facilities Committee's recommendation. *****
Legal	Legal Counsel has reviewed the process and has not had concerns with it.	Legal Counsel has reviewed the process and has not had concerns with it.	Legal Counsel has reviewed the process and has not had concerns with it.	Legal has been present at the Board meetings.	Legal has been present at the Board meetings.	Legal has been present at the Board meetings.			Board of Trustees	If Round 3 was selected, the Board members will evaluate the selected firms and recommend the top-ranked firm for approval.
Dollar Threshold Maximum	N/A	N/A	N/A	N/A	N/A	N/A	\$1,000,000 Construction Costs \$100,000 Design Fees		Dollar Amount Threshold	N/A

Capital Improvement Projects
FY 2026 through FY 2029

F

Capital Improvement Project Description	Professional Services	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY 2029 Projected	FY 2026 to FY 2029 Total Project Cost
Pecan Campus						
Relocation of Portable Building Relocation of existing portable buildings as needed	MEP and Civil	\$ 104,000				\$ 104,000
Total Pecan Campus		\$ 104,000	\$ -	\$ -	\$ -	\$ 104,000
Pecan Plaza						
Human Resources Building A Renovation Modify interior spaces to create an open concept for visitors	Architect	\$ 1,879,200	\$ 1,252,800	\$ -	\$ -	\$ 3,132,000
Building C Folklorico Renovation Renovation of 2,500 sq.ft. in the existing West Building C for Folklorico program	Architect	86,000.00	1,073,000			1,159,000
Total Pecan Plaza		\$ 1,965,200	\$ 2,325,800	\$ -	\$ -	\$ 4,291,000
Dr. Ramiro R. Casso Health Science Professions Campus						
Total Dr. Ramiro R. Casso Health Science Professions Campus		\$ -	\$ -	\$ -	\$ -	\$ -
Technology Campus						
Automotive Lab Exhaust System Provide vehicle exhaust system for automotive labs.	MEP	\$ 200,500		\$ -		\$ 200,500
Athletic Field and Basketball Court Improvements Create a basketball court with canopy since the previous one was removed for the welding program.	Architect	-	200,500			200,500
Truck Driving Range Canopy Design and construction of a new canopy for students.	Architect	227,000.00	-			227,000
Total Technology Campus		\$ 427,500	\$ 200,500	\$ -	\$ -	\$ 628,000

Capital Improvement Projects
FY 2026 through FY 2029

F

Capital Improvement Project Description	Professional Services	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY 2029 Projected	FY 2026 to FY 2029 Total Project Cost
Mid Valley Campus						
Site Drainage Upgrades	Civil	\$ -	\$ -	\$ -	\$ 281,250	\$ 281,250
Total Mid Valley Campus		\$ -	\$ -	\$ -	\$ 281,250	\$ 281,250
Starr County Campus						
Exterior Solar Panels Structures Construction of a structure on lawn area of Building F for solar panel installation training. Similar to Tech Campus Solar Panel Structures. Also, west portion of Building F (1.500C, 1.506, 1.508, & 1.516)	Architect	\$ 346,250				\$ 346,250
Physical Plant Building P Additional Pole Lights Design and construction of additional lighting surrounding Physical Plant.	MEP	73,000		-		73,000
Total Starr County Campus		\$ 419,250	\$ -	\$ -	\$ -	\$ 419,250

Capital Improvement Projects
FY 2026 through FY 2029

F

Capital Improvement Project Description	Professional Services	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY 2029 Projected	FY 2026 to FY 2029 Total Project Cost
Regional Center for Public Safety Excellence						
F.L.A.G. Training Area Gas Supply Line Extension of the existing propane tank gas line to the F.L.A.G. Training Area.	MEP	\$ 24,000		\$ -		\$ 24,000
Emergency Response Support Facility Design and construction of a new 400 s.f. facility.	Architect	181,600		-		181,600
Obstacle Course and Fitness Trail Design and construction of a obstacle course and exercise equipment for Cadet physical training activities	Architect	219,500		-		219,500
Total Regional Center for Public Safety Excellence		\$ 425,100	\$ -	\$ -	\$ -	\$ 425,100
District Wide						
Campus Master Plan		\$ 375,000				\$ 375,000
Total District Wide		\$ 375,000	\$ -	\$ -	\$ -	\$ 375,000
Grand Total		\$ 3,716,050	\$ 2,526,300		\$ 281,250	\$ 6,523,600

Renewal & Replacements Projects
FY 2026 through FY 2029

F

Renewal & Replacements Project Description	Professional Services	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY 2029 Projected	FY 2026 to FY 2029 Total Project Cost
Pecan Campus						
Pecan Campus Student Services Bldg. K HVAC Replacements Replace/Upgrade of existing HVAC equipment at PCN Campus.	MEP	\$ -	\$ 222,000			\$ 222,000
Pecan Campus Sylvia Esterline Center for Learning Excellence Bldg. C HVAC Replacements Replace/Upgrade of existing HVAC equipment at PCN Campus.	MEP	-	662,000			662,000
Library Bldg. F HVAC Replacements Replace/Upgrade of existing HVAC equipment at PCN Campus.	MEP	-	442,000			442,000
Student Activities Center Bldg. H HVAC Replacements Replace/Upgrade of existing HVAC equipment at PCN Campus.	MEP	-	220,500			220,500
Ann Richards Administration Bldg. X HVAC Replacements Replace/Upgrade of existing HVAC equipment at PCN Campus.	MEP	-	220,500			220,500
Total Pecan Campus		\$ -	\$ 1,767,000	\$ -	\$ -	\$ 1,767,000
Pecan Plaza						
Total Pecan Plaza		\$ -	\$ -	\$ -	\$ -	\$ -
Dr. Ramiro R. Casso Health Science Professions Campus						
East Building A West Side Window Waterproofing Repairs Provide proper waterproofing for windows on west side of HSP East Building A to prevent water infiltration.	Architect	\$ -	\$ 90,000	\$ -	\$ -	\$ 90,000
Total Dr. Ramiro R. Casso Health Science Professions Campus		\$ -	\$ 90,000	\$ -	\$ -	\$ 90,000

Renewal & Replacements Projects
FY 2026 through FY 2029

F

Renewal & Replacements Project Description	Professional Services	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY 2029 Projected	FY 2026 to FY 2029 Total Project Cost
Technology Campus						
Replacement of Existing Perimeter Fence & Regrading of Existing Swales Replacement of the existing perimeter fence and regrading of existing swale on the west side of campus	Civil	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000
Total Technology Campus		\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000
Mid Valley Campus						
Resurfacing of Parking Lot 2 Resurfacing of Lot #2, South side of South Academic Building H.	Civil	\$ -	\$ 115,000	\$ -	\$ -	\$ 115,000
Resurfacing of Parking Lot 7 Resurfacing of Lot #7, East side of Library Building E	Civil	-	300,000	-	-	300,000
Total Mid Valley Campus		\$ -	\$ 415,000	\$ -	\$ -	\$ 415,000
Sarr County Campus						
Total Sarr County Campus		\$ -	\$ -	\$ -	\$ -	\$ -
Regional Center for Public Safety Excellence						
Total Regional Center for Public Safety Excellence		\$ -	\$ -	\$ -	\$ -	\$ -
District Wide						
Total District Wide		\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total		\$ -	\$ 2,347,000		\$ -	\$ 2,347,000

Approval of Financial Reports for August 2025

Administration recommends Board approval of the financial reports for the month of August 2025.

The following financial reports have been provided under separate cover:

- 1) Quarterly Investment Report and Money Market Accounts for August 2025.
- 2) Summary of Revenues for August 2025.
- 3) Summary of State Appropriations Revenue for August 2025.
- 4) Summary of Property Tax Revenue for August 2025.
- 5) Summary of Expenditures by Classification for August 2025.
- 6) Summary of Expenditures by Function for August 2025.
- 7) Summary of Auxiliary Fund Revenues and Expenditures for August 2025.
- 8) Summary of Grant Revenues and Expenditures for August 2025.
- 9) Foundation Financial Activity for August 2025.

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

It is recommended that the Board of Trustees of South Texas College approve the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the submitted financial reports for the month of August 2025.

Approval Recommended:

Dr. Ricardo J. Solis
President

Review of Informational Reports as of September 2025

Administration includes the following information reports as of September 2025 for the Board's information.

- 1) Checks for \$125,000 and above for September 2025.
- 2) Check Register for September 2025.
- 3) Summary of Purchase Orders (Purchasing) for September 2025.
- 4) Summary of Bid Solicitations (Purchasing) for September 2025.
- 5) Employee New Hires for September 2025.
- 6) Employee Resignations/Retirements for September 2025.

The reports are presented for review by the Board and are provided under separate cover.

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

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

**Update and Action as Necessary on Water Billing for South Texas
College Starr County Campus (Texas Government Code 551.071,
Consultation with Attorney)**

Purpose Administration will provide an update on the Water Billing for South Texas College Starr County Campus.

Recommendation **It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:**
The Board of Trustees of South Texas College approves and authorizes action as discussed regarding the Water Billing for South Texas College Starr County Campus.

Announcements

A. Next Meetings:

- Tuesday, November 11, 2025
 - 3:00 p.m. - Education & Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:00 p.m. – Finance, Audit and Human Resources Committee
- Tuesday, November 25, 2025
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The College will be closed on November 27-30, 2025 in observance of the Thanksgiving holiday.