

South Texas College
Board of Trustees
Finance, Audit, and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas
Tuesday, June 9, 2026 @ 5:00 p.m.

Agenda

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

- I. Approval of May 13, 2026 Finance, Audit, and Human Resources Committee Minutes..... 1-27

- II. Review and Action as Necessary on Award of Proposals and Approval of Purchases, Purchase Renewals, and Renewals28-65
 - Award of Proposals
 - 1) Pecan Campus - Continuing Education and Testing Center Building A - Audiovisual Equipment and Installation
 - 2) Pecan Campus - Cooper Center Building L Expansion - Audiovisual Equipment and Installation
 - 3) Pecan Campus - Kinesiology and Wellness Center Building Q - Audiovisual Equipment and Installation
 - Purchases
 - 4) Admission Assessment Exams
 - 5) Building Automation Control Equipment, Parts, and Equipment Maintenance
 - 6) Chiller Chemicals and Maintenance
 - 7) Computers, Laptops, Tablets, and Monitors
 - 8) Furniture
 - 9) In-Store Materials and Supplies
 - 10) Network Equipment, Licenses, and Accessories
 - 11) Maintenance Parts and Lab Supplies
 - 12) Testing Material
 - Purchase Renewals
 - 13) Elevator Maintenance and Repair Agreement
 - Renewals
 - 14) Advertising Services
 - 15) Campus Coffee Shop
 - 16) Campus Dining and Food Trucks – Starr County Campus
 - 17) Custodial Supplies
 - 18) Digital Advertising Services

19) Grounds Maintenance	
20) Mail Services	
21) Maintenance and Repair Parts, Materials, and Supplies	
III. Discussion and Action as Necessary on Proposed FY 2026 – 2027 Request for Additional and Revised New Positions and Other Adjustments.....	66-88
IV. Review and Recommend Action on Proposed Employee Compensation Plan for FY 2026 – 2027.....	89-91
V. Review and Recommend Action on Change Orders for Contract with Precision Task Group (PTG) / Workday	92-97
VI. Review and Recommend Action to Adopt the Second Reading of Local Board Policies Included in Numbered Update 49 and Numbered Update 50.....	98-135
A. Adopt BCE (Local) – Board Internal Organization: Advisory Committees	
B. Adopt BGC (Local) – Administrative Organization: Councils and Faculty Senate	
C. Adopt DGBA (Local) - Personnel-Management Relations: Employee Grievances	
D. Adopt EFAA (Local) – Instructional Programs and Courses: Academic Courses	
VII. Review and Discussion of First Reading of Local Board Policies Included in Numbered Update 50 and Numbered Update 51.....	136-147
A. Adopt BBC (Local) – Board Members: Vacancies and Removal from Office	
B. Adopt EFB (Local) – Curriculum Design: Degrees and Certificates	
C. Adopt FDA (Local) – Tuition and Fees: Residency	
Supporting Documentation.....	148-176

Approval of May 13, 2026 Finance, Audit, and Human Resources Committee Minutes

Purpose

The Minutes for the Finance, Audit, and Human Resources Committee Meeting of May 13, 2026, are presented for Committee approval.

**South Texas College
Board of Trustees
Finance, Audit, and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas
May 13, 2026 @ 5:00 p.m.**

Minutes

The Finance, Audit, and Human Resources Committee Meeting was held on Wednesday, May 13, 2026 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:06 p.m. with Chair, Ms. Dalinda Gonzalez-Alcantar presiding p.m.

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

Other Trustees Present: Ms. Victoria Cantu.

Members absent: Mr. Danny Guzman.

Also present: Dr. Ricardo J. Solis, Ms. Mary Del Paz, Ms. Myriam Lopez, Ms. Deyadira Leal, Ms. Alicia Correa, Dr. Jesus Campos, Ms. Claudia Olivares, Dr. Rodney Rodriguez, Dr. Matt Hebbard, Dr. Anahid Petrosian, Ms. Kat Bugariu via teleconference, Mr. Andrew Fish, Mr. Sergio Rojas, Chief Ruben Suarez, Mr. Rick De La Garza, Ms. Monica Benitez, Ms. Olivia De La Rosa, Ms. Christina Cavazos, Ms. Lynda Lopez, Mr. Lucio Gonzalez, Ms. Erin Kolecki via Zoom, Ms. Carla Rodriguez, Dr. Brett Millan, Ms. Annel Perez, Ms. Georgina Marr, Mr. Luis Silva, Mr. Javier Villalobos, and Ms. Venisa Earhart.

**Approval of April 14, 2026 Finance, Audit, and Human
Resources Committee Minutes**

The Minutes for the Finance, Audit, and Human Resources Committee Meeting of April 14, 2026, were presented for Committee approval.

Ms. Gonzalez-Alcantar called for any corrections to the Minutes as written. Hearing no corrections, Ms. Gonzalez-Alcantar adopted the Minutes for the April 14, 2026 Committee Meeting as presented.

Review and Action as Necessary on Award of Proposal and Approval of Purchases, Renewals, and Interlocal Agreement

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

Recommendation: It was requested that the Committee recommend for Board approval of the award of proposal and approval of purchases, renewals, and interlocal agreement at a total cost of \$2,833,015.85 as listed below:

Award of Proposal

- 1) **Audio Video Production Services – Other Events:** award the proposals for audio video production services – other events to the vendors listed in Appendix A for a period beginning June 1, 2026 through May 31, 2027 with two one-year options to renew, at an estimated total of \$100,000.00;

APPENDIX A
Vendors List

Vendor (City, State)	Vendor (City, State)
Jim Melhart Piano & Organ Company dba Melhart Music (McAllen, TX)	Satori Exhibits, LLC (Pharr, TX)
TX AV Productions LLC (Houston, TX)	Wellness Center (McAllen, TX)

Purchases

- 2) **Computers, Laptops, Tablets, and Monitors:** purchase computers, laptops, tablets, and monitors from the vendors listed in Appendix A at a total amount of \$401,145.14;

APPENDIX A
Vendors List

Vendor (City, State)	Purchasing Cooperative	Amount
Dell Marketing, LP (Dallas, TX)	OMNIA Partners	\$366,923.19
Apple, Inc. (Dallas, TX)	Choice Partners Cooperative	\$34,221.95
Total Amount:		\$401,145.14

- 3) **Event Scheduling Software Subscription:** purchase an event scheduling software subscription from **Amazon Web Services, Inc.** (Seattle, WA), an Omnia Partners approved vendor, for the period beginning June 1, 2026 through May 31, 2029, with first annual payment of \$45,049.59, second annual payment of \$29,176.78, and third annual payment of \$30,343.85, for a total amount of \$104,570.22;
- 4) **Faculty Workload Manager Application for Workday Student Implementation:** purchase a faculty workload manager application for Workday Student Implementation from **Incline Alchemy, Inc.** (Bellingham, WA), an E&I Cooperative Services approved vendor, for the

- period beginning September 1, 2026 through August 31, 2031, with five (5) annual payments of \$35,525.00, for a total amount of \$177,625.00;
- 5) **Furniture:** purchase furniture from the vendors listed in Appendix A at a total amount of \$139,674.61;

APPENDIX A
Vendors List

Vendor (City, State)	Purchasing Cooperative	Amount
Computer Comforts, Inc. (Kemah, TX)	The Interlocal Purchasing System	\$53,247.84
Gateway Printing & Office Supply, Inc. (San Antonio, TX)	OMNIA Partners and The Interlocal Purchasing System	\$25,844.57
Global Equipment Co., Inc. (Port Washington, NY)	Buyboard	\$16,320.00
Indeco Sales, Inc. (Belton, TX)	Sourcewell	\$44,262.20
Total Amount:		\$139,674.61

- 6) **Network Equipment, Licenses, and Accessories:** purchase network equipment, licenses, and accessories from **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2025 through August 31, 2026, at an estimated total amount of \$150,000.00, which is based on prior year expenditures;
- 7) **Servers:** purchase the six (6) servers from **Dell Marketing, LP** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$119,201.88;
- 8) **Solar/Wind Energy Training Systems:** purchase solar/wind energy training systems from **Advanced Technologies Consultants** (Plymouth, MI), The Interlocal Purchasing System (TIPS) approved vendor, at a total amount of \$249,999.00.

Renewals

- 9) **Bond Counsel Services:** renew the bond counsel services contract with **Ricardo Perez Law Firm, PLLC** (McAllen, TX), for the period beginning August 1, 2026 through July 31, 2027;
- 10) **Campus Dining and Food Truck Services – Nursing and Allied Health Campus:** renew the campus dining and food truck services – Nursing and Allied Health Campus contract with **All Affairs and Occasions** (Weslaco, TX) for the period beginning July 25, 2026 through July 26, 2027;
- 11) **Cosmetology Supplies and Equipment:** renew the cosmetology supplies and equipment contracts with the vendors listed in Appendix A

for the period beginning June 26, 2026 through June 25, 2027, at an estimated total amount of \$140,000.00;

APPENDIX A

Vendors List

Vendor (City, State)	Vendor (City, State)
The Burmax Co., Inc. (Holtsville, NY)	Hinojosa Beauty Supplies, LLC (McAllen, TX)
Kaemark (Giddings, TX)	Marianna Industries, Inc. (Omaha, NE)
SalonEquipment.com, LLC (Brea, CA)	STB USA, LLC (McAllen, TX)
Universal Companies, Inc. (Abingdon, VA)	

12) Geotechnical Engineering and Materials Testing Services: renew the geotechnical engineering and materials testing services contracts with the vendors listed in Appendix A for the period beginning July 28, 2026 through July 27, 2027, at an estimated total amount of \$200,000.00;

APPENDIX A

Vendors List

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

13) Medical Office Skills Training: renew the medical office skills training contract with **Assistex, Inc./ dba Practice Management Institute** (San Antonio, TX) for the period beginning July 1, 2026 through June 30, 2027, at no cost to the College;

14) Nursing and Allied Health Lab Equipment and Supplies: renew the nursing and allied health lab equipment and supplies contracts with the vendors listed in Appendix A for the period beginning August 1, 2026 through July 31, 2027, at an estimated total amount of \$240,000.00;

APPENDIX A

Vendors List

Vendor (City, State)	Vendor (City, State)
-----------------------------	-----------------------------

Bound Tree Medical, LLC (Dublin, OH)	Henry Schein, Inc. (Melville, NY)
J&B Medical Supply Company, Inc. (Wixom, MI)	McKesson Medical-Surgical Government Solutions, LLC (Henrico, VA)
Medical Shipment, LLC (Skokie, IL)	Performance Health Supply, LLC/ dba Medco Supply, Co. (Warrenville, IL)
Pocket Nurse Enterprises, LLC (Monaca, PA)	

- 15) Security Cameras and Accessories:** renew the security cameras and accessories contracts with the vendors listed in Appendix A for the period beginning June 25, 2026 through June 24, 2027, at an estimated total amount of \$300,000.00;

APPENDIX A

Vendors List

Vendor (City, State)	Vendor (City, State)
DAC (Houston, TX)	Digi Security Systems (Dallas, TX)
Halifax Security, Inc. (Las Vegas, NV)	Superior Alarms (McAllen, TX)

- 16) Telephone Services:** renew the telephone services with **Smartcom Telephone, LLC** (McAllen, TX), for the period beginning June 21, 2026 through June 20, 2027, at an estimated monthly amount of \$13,400.00, and an estimated annual amount of \$160,800.00;

- 17) Temporary Personnel Services:** renew the temporary personnel services contracts with the vendors listed in Appendix A for the period beginning June 29, 2026 through June 28, 2027, at an estimated total amount of \$350,000.00;

APPENDIX A

Vendors List

Vendor (City, State)	Vendor (City, State)
Express Employment Professionals (McAllen, TX)	Fewell Professional Services/ dba FPS Staffing (McAllen, TX)
Five Star Staffing, LLC/ dba Spherion Staffing (McAllen, TX)	Infojini, Inc. (Columbia, MD)
Manpower Group US, Inc. (McAllen, TX)	Onin Staffing, LLC (McAllen, TX)

PeopleReady, Inc. (Tacoma, WA)	Texas Staffing Pros, LLC (McAllen, TX)
--	--

**Interlocal
Agreement**

18) Industry Training Agreement: renew the industry training agreement with the **McAllen Independent School District** (McAllen ISD) (McAllen, TX) for the MISD Parent and Family Engagement Program for the period beginning September 1, 2026 through June 30, 2027.

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended for Board approval of the award of proposal and approval of purchases, renewals, and interlocal agreement at a total cost of \$2,833,015.85 as presented.

The motion carried.

**Discussion and Action as Necessary on Write-Off of Fixed Assets/Capital Assets
Valued at \$5,000 and Above**

Purpose To approve the write-off of fixed assets/capital assets valued at \$5,000 and above.

Justification The Fixed Assets/Inventory Department is requesting to write-off obsolete and no longer in use software programs and a portable X-ray machine. These assets totaling \$544,082.44 will be removed, as applicable, from the College’s inventory system and capital asset ledger.

Due to the annual physical inventory verification, the Fixed Assets/Inventory Department conducted an audit of all software and discovered that some were no longer in use and would not be renewed. The removal of these assets has been verified and confirmed with the cost center manager.

The remanufactured GE AMX-4 Plus Portable X-Ray machine was purchased in 2015. After many years of use, the Division of Health Science Professions Radiologic Technology Program had the unit removed from Building B in 2023. The machine was obsolete and end-of-life and required to be removed by an authorized vendor in order to comply with the Texas Department of State Health Services – Radiation Safety Licensing Branch requirements.

As per Policy CIB – Equipment and Supplies Management: Disposal of Property and Department Procedures, the capital assets value and associated accumulated depreciation will be written off from the College’s capital asset ledger, and the reduction will be reflected on the Comprehensive Annual Financial Report as of August 31, 2026.

Enclosed Documents Appendix A – Fixed Assets lists of obsolete assets FA25.

Funding No funds are required.

Staff Resource Mary Del Paz, Vice President for Finance and Administrative Services
Deyadira Leal, Director of Purchasing

Recommendation The Committee recommends approval for the write-off of fixed assets/capital assets valued at \$5,000 and above, and for these assets to be removed from the College’s inventory system and capital asset ledger.

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended approval for the write-off of fixed assets/capital assets valued at \$5,000 and above, and for these assets to be removed from the College's inventory system and capital asset ledger as presented.

The motion carried.

Discussion and Action as Necessary on Request for Proposal (RFP) Solicitations for Collection Agency Services and Associated Criteria

Purpose To obtain approval on request for proposal (RFP) solicitations for Collection Agency Services and Associated Criteria.

Justification The RFP term approved by the Board on August 22, 2023 was for a total of three (3) years as follows:

- Original - One (1) year (September 1, 2023 to August 31, 2024)
- First Renewal - September 1, 2024 to August 31, 2025
- Second Renewal - September 1, 2025 to August 31, 2026.

The Business Office and Department of Public Safety are requesting collection agency services to collect delinquent accounts owed to the College by students, faculty, and staff.

The collection agency services provide collection from delinquent emergency student loans, tuition and fees, accounts receivable, traffic violation citations, and other unpaid accounts. Students may have delinquent balances due to circumstances such as returned checks and/or financial aid award reversals. Employees may also have delinquent accounts due to failure to comply with waiver reimbursement guidelines.

The service contract term will be for one year (1) with two (2) additional one-year renewal periods.

Tentative Timeline for the Property and Casualty Insurance RFP:

06/03/26	1 st advertisement and release of RFP
06/10/26	2 nd advertisement of RFP
06/18/26	Deadline for questions
06/29/26	Due date for proposals
07/02/26	Evaluation proposal responses
07/14/26	Finance Committee Agenda
07/28/26	Board of Trustees Agenda

Request for Proposals (RFP) Process:

1. Prepare RFP and accompanying appendices.
2. Advertise the RFP.
3. Receive responses to the RFP.
4. Evaluation team reviews responses and makes recommendations.

5. Finance, Audit & Human Resources Committee reviews and makes recommendations to the Board.
6. Board of Trustees reviews and awards vendor(s).
7. The College finalizes the vendor contracts.

The College’s Legal Counsel has confirmed that the solicitation for these services is through an RFP.

Criteria:

The RFP will be evaluated using the Evaluation Criteria approved by the Board on November 29, 2022, for the competitive procurement of non-construction services, see attached, in accordance with Section 44.031 of the Texas Education Code.

Enclosed Documents

Appendix A – Current vendors and contract percentages summary
Appendix B - RFP Evaluation Criteria for Services

Staff Resource

Mary Del Paz, Vice President for Finance and Administrative Services
Myriam Lopez, Associate Vice President – Finance and Management
Deyadira Leal, Director of Purchasing

Recommendation

The Committee recommends Board approval of request for proposal (RFP) solicitations for Collection Agency Services and Associated Criteria for one (1) year, with two (2) additional one-year renewal periods as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommends Board approval of request for proposal (RFP) solicitations for Collection Agency Services and Associated Criteria for one (1) year, with two (2) additional one-year renewal periods as presented.

The motion carried.

APPENDIX A

Collection Agency Services Summary

Vendor	Contract Percentage
S & S Recovery, Inc.	Will charge the student a rate of ⇒ 20% for first placement ⇒ 20% for second placement ⇒ 23% for all subsequent referrals ⇒ 23% for litigation and judgment placement
Continental Service Group, LLC./ dba ConServe	Will charge the student a rate of ⇒ 18% for first placement ⇒ 18% for second placement ⇒ 18% for all subsequent referrals ⇒ 25% for litigation and judgment placements
Collection Bureau Hudson Valley (CBHV)	Will charge the student a rate of ⇒ 16% for first placement ⇒ 24% for second placement ⇒ 28 for litigation

Review and Discussion of Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2026 - 2027 with Comparison to FY 2025 – 2026 Amended Budget

Purpose Mary Del Paz, Vice President for Finance and Administrative Services, will provide an update on the College’s FY 2026 – 2027 Unrestricted Fund Budget.

As part of the budget planning process, the College is evaluating the revenue and expenditure budget considerations influencing the preparation of the FY 2026 – 2027 budget.

Justification The College’s annual budget cycle includes the budget planning process that consists of projecting revenues and expenditures based on historical trend and assumptions for the upcoming fiscal year. The revenue and expenditure budget development considerations are used as the basis for the upcoming fiscal year assumptions and are a fundamental component of developing a proposed balanced budget. The proposed balanced budget is reviewed by staff, the President’s Cabinet, and the Finance, Audit, and Human Resources Committee before it is presented for approval by the Board of Trustees at the annual Budget Hearing.

Enclosed Documents Appendix A – PowerPoint

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

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

Mr. Paul Rodriguez recommended that this item be deferred until the May Board Meeting so that all the Board Members could be in attendance. Ms. Gonzalez-Alcantar, Chair, approved the recommendation.

Discussion and Action as Necessary on Proposed Annual Salary Increases for Faculty and Non-Faculty Personnel for FY 2026 – 2027

Purpose Administration requests the Committee recommend Board approval on proposed annual salary increases for faculty and non-faculty personnel for FY 2026 – 2027 as provided by the Texas Association of School Boards (TASB).

Justification Following the Board’s approval of an agreement with TASB for a comprehensive compensation study on October 26, 2021, the College has conducted an annual TASB maintenance review to ensure that its Employee Compensation Plan remains aligned with industry practices and standards, while maintaining internal equity and external market competitiveness. Based on market median analysis, the Board approved and implemented General Pay Increases (GPIs) of 4% in FY 2024, 7% in FY 2025, and 3% in FY 2026.

TASB Summary of Cost Estimates Model 3 at 3% GPI is shown in Appendix A.

The proposed preliminary faculty salary increase for FY 2026- 2027 is estimated at \$1,320,796, based on a 3% General Pay Increase (GPI), the estimated benefits cost is \$330,199, for an estimated total of \$1,650,995.

The proposed preliminary non-faculty salary increase for FY 2026 - 2027 is estimated at \$2,803,401, based on a 3% GPI, the estimated benefits cost is \$700,850, for an estimated total of \$3,504,251.

The faculty and non-faculty salary increase estimated cost for FY 2026 – 2027, based on a 3% GPI, is \$4,124,197, the benefits estimated cost is \$1,031,049, for an estimated total of \$5,155,246.

Erin Kolecki, TASB Senior Human Resources and Compensation Consultant, will also present on the TASB Salary increases and will be available via Zoom to address any questions.

Enclosed Documents Appendix A – TASB Cost Model
Appendix B – TASB Summary of Cost Estimates
Appendix C – TASB Presentation

Funding The proposed annual salary increases for FY 2026–2027 are contingent upon the availability of funding and the Board’s approval of the final budget. Additional adjustments, including potential reductions, may be required prior to final Board approval based on

updated revenue projections, funding availability, and adoption of the final budget.

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

Recommendation The Committee recommends Board approval on the proposed annual salary increases for faculty and non-faculty personnel for FY 2026 – 2027 as reviewed by the Texas Association of School Boards (TASB) and as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval on the proposed 3% GPI Model annual salary increases for faculty and non-faculty personnel for FY 2026 – 2027 as stated on page 97 of the Finance packet reviewed by the Texas Association of School Boards (TASB) and as presented.

The motion carried.

TASB Cost Model

Appendix A

3% GPI Cost Model			
Pay Group	GPI	Adjustments	Estimated Total Increase
Faculty	\$1,320,796	\$0.00	\$1,320,796
Executive Administrative Professional	\$1,019,763	\$215,757	\$1,235,520
Technology	\$168,541	\$10,120	\$178,661
Administrative Technical Support	\$662,276	\$260,005	\$922,281
Operations Support	\$357,198	\$109,741	\$466,939
Total	\$3,528,574	\$595,623	\$4,124,197
Benefits			\$1,031,049
Total Cost			\$5,155,246

Discussion and Action as Necessary on Proposed FY 2026 – 2027 Request for New Positions and Other Adjustments

Purpose To approve the proposed FY 2026 – 2027 request for new positions and other adjustments.

Justification The staffing requests have been reviewed and are being proposed by Administration. The Texas Association of School Boards (TASB) has also reviewed the requests as part of the annual compensation maintenance program. Projected salaries are based on FY 2025 - 2026 pay grade scales with no annual increases. Salaries are subject to change if the Board approves new FY 2026 - 2027 pay grade scales with an annual salary increase.

Additional modifications, including reductions, may be necessary prior to final approval by the Board due primarily to revised revenue and expenditure projections or reallocation of resources, as necessary.

These requests include critical positions required due to the new buildings being constructed and expanded at Pecan Campus, Pecan West Area, and at the Health Science Professions Campus. Other requests also include new non-faculty positions, previously frozen positions, salary adjustments for vacant positions, reclassification of filled non-faculty positions, and pool adjustments to Instructional Direct Wage Pools and Faculty/Non-Faculty Temporary Pools.

The staffing requests are for the Unrestricted Fund as presented.

Enclosed Documents

Appendix A – Summary of Facility Expansion Needs and Proposed New Positions with Other Adjustments (Unrestricted Fund)

Appendix B – Facility Expansion Needs Positions

Appendix C – Faculty – Adjunct/Overload

Appendix D – Dual Credit and Positions Institutionalized (CATA, CEWD)

Appendix E – Academic Affairs Economic Development Division

Appendix F – Finance and Administrative Services Division

Appendix G – Institutional Advancement and External Affairs Division

Appendix H – Student Affairs and Enrollment Management Division

Appendix I – Technology, Information & Planning Services Division

Appendix J – Division Staffing Requests: Regular, Facility Expansion Needs, Faculty - Adjunct/Overload, and Dual Credit and Positions Institutionalized (CATA, CEWD)

Appendix K – Division Staffing Requests: Regular vs Budget Allocation

Appendix L – Division Staffing Requests: Facility Expansion Needs, Facility Expansion Needs. Faculty - Adjunct/Overload, and Dual Credit and Positions Institutionalized (CATA, CEWD)

Funding Unrestricted Fund Salary budgets for FY 2026 – 2027, pending Board Approval.

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

Recommendation The Committee recommends that the Board approve the proposed FY 2026 – 2027 request for new positions and other adjustments as presented.

Mr. Paul Rodriguez recommended that this item be deferred until the May Board meeting so that all Board members could be present to hear this item. Ms. Gonzalez-Alcantar, Chair, approved the recommendation.

Appendix A

**Summary of Proposed College’s New Positions and Other Adjustments
 Unrestricted Fund**

Division	Amount Requested	Less Funding Available	Impact on FY 26 – 27 Budget
B. Facility Expansion Needs Positions – All Divisions (18)	\$ 700,315.20	\$ -	\$ 700,315.20
C. Faculty – Adjunct/Overload (10)	552,333.00	-	552,333.00
D. Dual Credit and Positions Institutionalized (CATA, CEWD) (4)	455,248.02	-	455,248.02
E. Academic Affairs & Economic Development (52)	242,171.06	109,998.00	132,173.06
F. Finance and Administrative Services (19)	653,601.80	18,587.00	635,014.80
G. Institutional Advancement and External Affairs (5)	156,357.68	4,298.00	152,059.68
H. Student Affairs and Enrollment Management (7)	242,783.42	-	242,783.42
I. Technology, Information & Planning Services (40)	616,978.04	168,808.04	448,170.00
Total	\$3,619,788.22	\$301,691.04	\$3,318,097.18

Review and Recommend Action to Adopt the Second Reading of Local Board Policies

- Purpose** To review the proposed updates to the local policies outlined in Appendix A to align with the College’s operations.
- Justification** The local policies were revised to reflect the updates to the College’s internal operations.
- Enclosed Documents** Appendix A – Policies and justification
Appendix B – Policies
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services
Alicia Correa, Director for Benefits and Compensations
Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development.
Brett J. Millan, Associate Vice President for Academic Success and Advancement
- Recommendation** The Committee recommends Board approval to adopt the Second reading of local board policies listed in Appendix A, as presented, and which supersedes any previously adopted Board policy.

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval to adopt the Second reading of local board policies listed in Appendix A, as presented, and which supersedes any previously adopted Board policy.

The motion carried.

Appendix A

Item	Policy	Last Adopted Date	TASB and Other Explanatory Notes
Personnel			
A.	DEC (Local) – Compensation and Benefits: Leaves and Absences	9/24/2024	<p>On February 19, 2026, the Board of Trustees approved the number of hours granted for monthly vacation and sick leave accrual to increase from 8 hours to 9 hours, effective September 1, 2026. Additionally, the maximum vacation carryover from one fiscal year to the next will increase from 96 hours to 108 hours. Accruals for eligible part-time employees have been updated accordingly.</p> <p>The increase in monthly leave accrual is an employee benefit aimed at enhancing job satisfaction, boosting morale, and improving retention and recruitment.</p> <p>The recommended policy is proposed to take effect on September 1, 2026.</p>
B.	GH (Local) – Relations with Schools and Districts	7/22/2025	<p>Recommended revisions to this policy are included to allow an exception to the Pathways in Technology (P-TECH) program in which several of our ISD partners are engaged.</p>
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.

Review and Recommend Action to Adopt the Second Reading of Local Board Policies Included in Numbered Update 49 and Numbered Update 50

- 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** 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.
- Enclosed Documents** Appendix A – List of Policies
Appendix B - Policies
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services
Claudia Olivares, Director for Employee Relations and Talent Development.
Alicia Correa, Director for Benefits and Compensations
Information Officer
Venisa Earhart, Board Relations Administrator
- Recommendation** The Committee recommends Board approval to adopt the Second reading of local board policies listed in Appendix A, as presented, and which supersedes any previously adopted Board policy.

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommends Board approval to adopt the Second reading of local board policies listed in Appendix A, as presented, and which supersedes any previously adopted Board policy.

The motion carried.

Appendix A

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
Local Governance				
A.	BA (Local) – College District Governance	9/27/2022	50	Language from this policy has been moved to policy BAA to accommodate the reorganization of policies related to college district governance (Retire Policy).
B.	BAA (Local) – College District Governance: Board Legal Status	New	50	Language from policy BA has been moved to this policy to accommodate the reorganization of policies related to college district governance. If the college had content at this policy code, that content has been moved to policy BAAA.
C.	BBE (Local) – Board Members: Authority	9/27/2022	50	Recommended revisions to this policy address HB 4310, which establishes a procedure for board members to access records maintained by the college while preserving the Confidentiality of those records. Additional changes have been made for clarity. Appendices C and D were added as a reference for policy BBE.
D.	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.
E.	BD (Local) – Board Meetings	9/27/2022	50	Recommended revisions to this policy incorporate HB 1522, which updates the meeting notice requirements under the Open Meetings Act to require that notice of a meeting be posted three business days before the scheduled date of a meeting, at Notice to Members.
Personnel				
F.	DH (Local) – Employee	3/25/2025	50	Recommended revisions address HB 46, which prohibits a college from restricting the

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
	Standards of Conduct			storage of low-THC cannabis authorized by state law. Additional changes have been made for clarity.
G.	DHB (Local) – Employee Standards of Conduct: Child Abuse and Neglect Reporting	2/25/2025	50	Recommended revisions incorporate SB 571, which requires the Reporting of instances of child abuse or neglect to a law enforcement agency within 24 hours and amends the definition of law enforcement agency.
H.	DJA (Local) – Assignment, Work Load, and Schedules: Telework	New	50	This new recommended local policy addresses SB 2615. It permits employees to telework only under certain specified circumstances.
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.

**Review and Discussion of First Reading of Local Board Policies Included in
Numbered Update 49 and Numbered Update 50**

- 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** 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.
- Enclosed Documents** Appendix A – List of Policies
Appendix B - Policies
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services
Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development
Brett Millan, Associate Vice President for Academic Success and Advancement
Claudia Olivares, Director for Employee Relations and Talent Development.
Alicia Correa, Director for Benefits and Compensations
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.

No action was required on this item.

Appendix A

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
Local Governance				
A.	BCE (Local) – Board Internal Organization: Advisory Committees	New	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.
B.	BGC (Local) – Administrative Organization: Councils and Faculty Senate	8/26/2025	50	<p>New recommended local policy language addresses SB 37, which establishes the requirements for a Faculty Senate, including requirements related to Membership, Officers, Compensation, Governing Documents, Faculty Senate Meetings, and Communications, as well as the requirement that policies and procedures remain in Harmony with Law.</p> <p>At Removal, recommended language incorporates the requirement from the bill that a member may be removed on recommendation of the provost.</p> <p>The number of representatives of each academic unit that will serve on the faculty senate has been added.</p>
Personnel				
C.	DGBA (Local) – Personnel-Management Relations: Employee Grievances	11/25/2025	50	<p>Language has been reorganized to clarify the structure of grievance processes.</p> <p>The recommended revisions require the college to provide employees with a Notification of Rights on its website.</p> <p>At Formal Process, language has been added to clarify that certain complaints must begin at the board level and to clarify certain filing procedures.</p> <p>Language has been added to clarify the grievance process for Complaints Against Supervisors.</p> <p>Provisions have been added to provide clarity about what the Record includes, to</p>

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
				<p>allow a college to Remand a complaint for an incomplete record, and to allow an employee to make an Audio Recording of a hearing under this policy.</p> <p>A cross-reference has been updated to incorporate the reorganization of policies related to security personnel.</p> <p>The grievance filing deadline has been increased from 10 to 30 days. Additional changes have been made for clarity and to align the policy with applicable law.</p>
Instruction				
D.	EFAA (Local) – Instructional Programs and Courses: Academic Courses	New	50	<p>This new recommended local policy clarifies the process for the development and adoption of a Core Curriculum by the college. It also addresses the SB 37 requirement that the board conduct a comprehensive review of the college's general education curriculum, providing that the review must occur every five years, with more frequent reviews at the board's discretion.</p> <p>It also establishes a process for the submission of an annual update on general education curriculum changes to the board and reflects the board's choice to reserve the right to overturn decisions regarding changes to the Curriculum.</p>
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.

Adjournment

There being no further business to discuss, the Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees adjourned at 6:11 p.m.

I certify that the foregoing are the true and correct Minutes of the May 13, 2026 Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees.

Mrs. Dalinda Gonzalez-Alcantar, Presiding

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

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

Award of Proposals – 1) Pecan Campus – Continuing Education and Testing Center Building A – Audiovisual Equipment and Installation

- Purpose** Award the proposal for Pecan Campus – Continuing Education and Testing Center Building A – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX).
- Justification** To contract with a qualified provider for the purchase and installation of new audiovisual equipment to support the organization’s operational and instructional needs. The project includes outfitting ten (10) classroom-style rooms, one (1) conference room, and one (1) digital signage location with modern, reliable audiovisual technology. Procuring these services through a qualified provider will ensure proper system design, equipment compatibility, professional installation, and functional integration to enhance presentations, training activities, communication, and information sharing across all designated spaces.
- Funding** Funds for this expenditure are budgeted in the Unexpended Pecan West Continuing Education and Testing Center Building A budget for FY 2025 – 2026.
- Enclosed Documents** Appendix A – Project Timeline and Information
Other information is included in the Supporting Documentation.
- Staff Resource** Dr. Jesus Campos, Interim Vice President for Technology, Information & Planning Services
Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer
Dr. Yolanda Martinez, Director of Educational Technologies
- Recommendation** The Committee recommended Board approval to award the proposal for Pecan Campus – Continuing Education and Testing Center Building A – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX) at a total amount of \$228,461.54.

APPENDIX A
Project Timeline and Information

Advertised RFP	May 13, 2026 and May 20, 2026
RFP Responses Due	May 28, 2026
RFP Issued To	Six hundred ninety-eight (698) Vendors
Responses Received From	Six (6) Vendors
Responses Reviewed By	Educational Technologies, Information Technology, and Purchasing Department
Highest Ranked Vendor	Audio Visual Aids Company, LLC

Award of Proposals – 2) Pecan Campus – Cooper Center Building L Expansion – Audiovisual Equipment and Installation

Purpose Award the proposal for Pecan Campus – Cooper Center Building L Expansion – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX).

Justification To contract with a qualified provider for the purchase and installation of new audiovisual equipment to support the organization’s operational and instructional needs. The project includes upgrading three (3) rooms/spaces with modern, reliable audiovisual technology. Procuring these services through a qualified provider will ensure proper system design, equipment compatibility, professional installation, and functional integration to enhance presentations, training activities, communication, and information sharing across all designated spaces.

Funding Funds for this expenditure are budgeted in the Unexpended Pecan Cooper Performing Arts Building L Music and Dance Program Renovation budget for FY 2025 – 2026.

Enclosed Documents Appendix A – Project Timeline and Information
 Other information is included in the Supporting Documentation.

Staff Resource Dr. Jesus Campos, Interim Vice President for Technology, Information & Planning Services
 Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer
 Dr. Yolanda Martinez, Director of Educational Technologies

Recommendation The Committee recommended Board approval to award the proposal for Pecan Campus – Cooper Center Building L Expansion – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX) at a total amount of \$96,540.15.

APPENDIX A
Project Timeline and Information

Advertised RFP	May 13, 2026 and May 20, 2026
RFP Responses Due	May 28, 2026
RFP Issued To	Six hundred ninety-eight (698) Vendors
Responses Received From	Seven (7) Vendors
Responses Reviewed By	Educational Technologies, Information Technology, and Purchasing Department
Highest Ranked Vendor	Audio Visual Aids Company, LLC

Award of Proposals – 3) Pecan Campus – Kinesiology and Wellness Center Building Q – Audiovisual Equipment and Installation

Purpose	Award the proposal for Pecan Campus – Kinesiology and Wellness Center Building Q – Audiovisual Equipment and Installation to Audio Visual Aids Company, LLC (San Antonio, TX).
Justification	To contract with a qualified provider for the purchase and installation of new audiovisual equipment to support the organization’s operational and instructional needs. The project includes outfitting four (4) classroom spaces, one (1) computer lab, one (1) small multi-purpose room, one (1) conference room, a dojo, a spin room, an open gym space, and three (3) digital signage display locations, with modern, reliable audiovisual technology. Procuring these services through a qualified provider will ensure proper system design, equipment compatibility, professional installation, and functional integration to enhance presentations, training activities, communication, and information sharing across all designated spaces.
Funding	Funds for this expenditure are budgeted in the Unexpended Pecan Kinesiology and Wellness Center Building Q budget for FY 2025 – 2026.
Enclosed Documents	Appendix A – Project Timeline and Information Other information is included in the Supporting Documentation.
Staff Resource	Dr. Jesus Campos, Interim Vice President for Technology, Information & Planning Services Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer Dr. Yolanda Martinez, Director of Educational Technologies
Recommendation	The Committee recommended Board approval to award the proposal for Pecan Campus – Kinesiology and Wellness Center Building Q – Audiovisual Equipment and Installation to Audio Visual Aids Company, LLC (San Antonio, TX) at a total amount of \$201,464.15.

APPENDIX A
Project Timeline and Information

Advertised RFP	May 13, 2026 and May 20, 2026
RFP Responses Due	May 28, 2026
RFP Issued To	Six hundred ninety-eight (698) Vendors
Responses Received From	Six (6) Vendors
Responses Reviewed By	Educational Technologies, Information Technology, and Purchasing Department
Highest Ranked Vendor	Audio Visual Aids Company, LLC

Purchases – 4) Admission Assessment Exams

Purpose	Purchase admission assessment exams from Elsevier, Inc. (Philadelphia, PA), a sole-source vendor.
Justification	To acquire Registered Nurse Admission Assessment Exams, in anticipation of the Fall 2026, Spring 2027, and Summer 2027 semesters. These assessments and preparation products improve student performance, promote clinical judgment, and help students achieve higher levels of success.
Funding	Funds for this expenditure are budgeted in the Testing Center budget for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Matthew S. Hebbard, Vice President for Student Affairs and Enrollment Management Otoniel Matamoros, Dean of Enrollment Services Guadalupe A. Lozano, Director of Testing Services
Recommendation	The Committee recommends Board approval to purchase admission assessment exams from Elsevier, Inc. (Philadelphia, PA), a sole-source vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$150,000.00. The cost is paid by the students when they register for this exam.

Purchases – 5) Building Automation Control Equipment, Parts, and Equipment Maintenance

- Purpose** Purchase building automation control equipment, parts, and equipment maintenance from **Siemens Industry, Inc.** (Alpharetta, GA/La Feria, TX), a Sourcewell and The Interlocal Purchasing System (TIPS) approved vendor.
- Justification** To provide, on an as-needed basis, building automation control equipment, parts, and maintenance, including replacement parts and services for all the buildings throughout the College district.
- The primary function of the building automation system is to control overheating, cooling, ventilation, lighting, and other critical building systems at all campuses. These parts and services are necessary to replace components for the air conditioning building control systems for the chillers to operate efficiently and at full capacity.
- Funding** Funds for this expenditure are budgeted in the Facilities Maintenance and Districtwide Renewals and Replacements budgets for FY 2026 – 2027, pending Board approval of the budget.
- Enclosed Documents** 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** The Committee recommends Board approval to purchase building automation control equipment, parts, and equipment maintenance from **Siemens Industry, Inc.** (Alpharetta, GA/La Feria, TX), a Sourcewell and The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$170,000.00.

Purchases – 6) Chiller Chemicals and Maintenance

Purpose	Purchase chiller chemicals and maintenance from Kurita America, Inc. (Minneapolis, MN), a State of Texas (TxSmartBuy) contract vendor.
Justification	To provide chiller chemicals and maintenance for all nineteen (19) chillers throughout the district as needed. The chiller chemicals and maintenance are required for all the chillers to operate properly and efficiently.
Funding	Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	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	The Committee recommends Board approval to purchase chiller chemicals and maintenance from Kurita America, Inc. (Minneapolis, MN), a State of Texas (TxSmartBuy) contract vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$120,000.00.

Purchases – 7) Computers, Laptops, Tablets, and Monitors

Purpose	Purchase computers, laptops, tablets, and monitors from the vendors listed in Appendix A.
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	<p>Funds for these expenditures are budgeted in the requested department budgets for FY 2025 – 2026 as follows: Architecture Program, Learning Commons and Open Labs, Clinical Simulation Program, Engineering Program, Administrative Allowance – Pell Program, Music Program, Unexpended – Pecan Cooper Performing Arts Building L Music and Dance Program Renovation, Educational Technologies, Physics Program, Culinary Arts Program, Organizational Leadership Bachelor Program, Information Technology Program, Teaching and Learning Center, Communication and Creative Services, Facilities, Planning and Construction, Library Public Services, Curriculum, Pharmacy Technology Program, Office of Student Re-Engagement, New Faculty and Programs Furniture and Equipment Program, Student Accounts and Sponsored Programs, Law Enforcement Program, Admissions and Records, Office of Sponsored Initiatives, Institutional Advancement, South Texas College Promise Program, and Technology Support Program.</p>
Enclosed Documents	<p>Appendix A – Vendors List Appendix B – District-Wide Technology Request Summary Other information is included in the Supporting Documentation.</p>
Staff Resource	<p>Dr. Jesus Campos, Interim Vice President for Technology, Information & Planning Services Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer</p>
Recommendation	The Committee recommends Board approval to purchase computers, laptops, tablets, and monitors from the vendors listed in Appendix A at a total amount of \$208,955.46.

APPENDIX A
Vendors List

Vendor (City, State)	Purchasing Cooperative	Amount
Dell Marketing, LP (Dallas, TX)	OMNIA Partners	\$164,876.46
Apple, Inc. (Dallas, TX)	Choice Partners Cooperative	\$44,079.00
Total Amount:		\$208,955.46

APPENDIX B
District-Wide Technology Request Summary

Student Computers	
5	Architecture Program
12	Learning Commons and Open Labs
8	Clinical Simulation Program
Student Laptops	
8	Engineering Program
Student Tablets	
3	Administrative Allowance - Pell Program
Faculty Computers	
5	Music Program
10	Unexpended - Pecan Cooper Performing Arts Building L Music and Dance Program Renovation
3	Educational Technologies
Faculty Laptops	

1	Culinary Arts Program
1	Organizational Leadership Bachelor Program
Faculty Monitors	
10	Information Technology Program
Staff Computers	
2	Teaching and Learning Center
1	Communication and Creative Services
2	Facilities, Planning, and Construction
4	Library Public Services
Staff Laptops	
3	Communication and Creative Services
4	Curriculum
1	Pharmacy Technology Program

1	New Faculty and Programs Furniture and Equipment Program
1	Information Technology Program
2	Student Accounts and Sponsored Programs
1	Law Enforcement Program
2	Teaching and Learning Center
1	Culinary Arts Program
1	Admissions and Records
5	Office of Sponsored Initiatives
1	Physics Program

1	Institutional Advancement
Staff Tablets	
3	Educational Technologies
1	South Texas College Promise Program
3	Technology Support Program
Staff Monitors	
10	Library Public Services
1	Office of Student Re-Engagement

Purchases – 8) Furniture

Purpose Purchase furniture from the vendors listed in Appendix A.

Justification To provide new furniture that will enhance the everyday activities of our academic environment while upgrading or replacing outdated and worn-out items that no longer serve our students, faculty, and staff effectively. This investment will enable students, faculty, and staff to engage comfortably and productively in classes, study sessions, collaborative projects, and daily operations.

Funding Funds for these expenditures are budgeted in the requesting department budgets for FY 2025 – 2026 as follows:
 Division of Math, Science, Information Technology, and Bachelor Programs, Facilities Planning and Construction Department, and Learning Commons and Open Labs, and Human Resources and Talent Development and Center for Learning Excellence.

Enclosed Documents Appendix A – Vendors List
 Appendix B – District-Wide Furniture Request Summary
 Other information is included in the Supporting Documentation.

Staff Resource Mary Del Paz, Vice President for Finance and Administrative Services
 Ricardo De La Garza, Executive Director of Facilities Planning and Construction

Recommendation The Committee recommends Board approval to purchase furniture from the vendors listed in Appendix A at a total amount of \$205,721.03.

APPENDIX A
Vendors List

Vendor (City, State)	Purchasing Cooperative	Amount
Barco Products, LLC (Batavia, IL)	The Interlocal Purchasing System	\$16,615.21
Computer Comforts, Inc. (Kemah, TX)	TIPS	\$30,309.64
Gateway Printing & Office Supply, Inc. (San Antonio, TX)	OMNIA Partners and The Interlocal Purchasing System	\$96,494.52
Global Equipment Co. Inc. (Buford, GA)	BuyBoard	\$14,801.68
Indeco Sales, Inc. (Belton, TX)	Sourcewell	\$27,765.10
Landscape Forms (Kalamazzo, MI)	OMNIA Partners	\$19,734.88
Total Amount:		\$205,721.03

APPENDIX B
District-Wide Furniture Request Summary

Health Science Professions
32 Classroom Chairs and 1 Instructor Chair for the Health Science Professions Campus Building A.
Pecan Campus
4 Benches and 2 Trash Cans for the Pecan Campus Kinesiology Building Q.
4 Tables and 2 Wheelchair Accessible Tables for the Pecan West Continuing Education Building A.
8 Conference Chairs and 1 Staff Chair for the Division of Math, Science, Information Technology, and Bachelor Programs.
2 Armless Chairs for the Library’s Communication Studio at Pecan Campus Building F.
1 Staff Desk and 2 Staff Chairs for the Learning Commons and Open Labs.
2 Trash Cans for the Pecan West Continuing Education Building A.
2 Desks needed for Human Resource Department.
2 Chairs needed for the Center for Learning Excellence department.
2 Tables needed for the Liberal Arts conference room.
40 Stools need for the Pecan Campus Bldg. G.
8 Adjustable Workbenches needed for the Pecan Campus Bldg. G.
8 Power Lift Electric Podiums and 2 Power Lift Table Onboard Rack Cabinets for the Continuing Education Bldg. A
Mid-Valley Campus
2 Tables and 2 Trash Cans for the Mid-Valley Campus Buildings M and D.
14 Bookcases, 13 Faculty Desks, 19 Armchairs, 1 Worktable, and 1 Storage Cabinet for the Mid-Valley Campus Building G.
14 Staff Chairs for the Mid-Valley Campus Building G.
Technology Campus
1 Bench and 2 Trash Cans for the Technology Campus Building F.

Purchases – 9) In-Store Materials and Supplies

Purpose Purchase in-store materials and supplies from the vendors listed in Appendix A.

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

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

Funding Funds for this expenditure are budgeted in the various requesting department budgets for FY 2026 – 2027, pending Board approval of the budget.

Enclosed Documents Appendix A – Vendors List
 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 and Distribution Services

Recommendation The Committee recommends Board approval to purchase in-store materials and supplies from the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$110,000.00.

APPENDIX A
Vendors List

Vendor (City, State)	Purchasing Cooperative	Amount
HEB LP (San Antonio, TX)	Purchasing Association of Cooperative Entities (PACE)	\$85,000.00
Sam’s Club (McAllen, TX)	Purchasing Association of Cooperative Entities (PACE)	\$25,000.00
Total Amount:		\$110,000.00

Purchases – 10) Network Equipment, Licenses, and Accessories

Purpose	Purchase network equipment, licenses, and accessories from Netsync Network Solutions, Inc. (Houston, TX), a State of Texas Department of Information Resources approved vendor.
Justification	<p>To purchase network switches, licenses, wireless access points, phones, and associated equipment that is necessary to support the newly constructed Continuing Education and Testing Center and the Kinesiology and Wellness Center.</p> <p>These items are required to establish full operational and technological functionality within the facilities, ensuring reliable connectivity, communication, and access to institutional systems. The equipment and licenses will enable the College to deliver instructional services, support testing operations, and maintain a secure and efficient network infrastructure.</p>
Funding	Funds for this expenditure are budgeted in the unexpended Pecan West Continuing Education and Testing Center Building A and unexpected Pecan Kinesiology and Wellness Center Building Q budgets for FY 2025 – 2026.
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 purchase network equipment, licenses, and accessories from Netsync Network Solutions, Inc. (Houston, TX), a State of Texas Department of Information Resources approved vendor, at an estimated total amount of \$240,078.65.

Purchases – 11) Maintenance Parts and Lab Supplies

Purpose	Purchase maintenance parts and lab supplies from the vendors listed in Appendix A.
Justification	<p>To provide lab supplies for the Heating, Ventilation, Air Conditioning, and Refrigeration (HVACR) Program, serving an instructional purpose and allowing technicians and students to gain hands-on experience in troubleshooting, installation, and maintenance practices.</p> <p>Also, providing the Maintenance Department with parts and supplies for districtwide daily requests for repairs, and improvements in the areas of plumbing, painting, irrigation, electrical, door locks, vehicle and equipment batteries, lumber, heating, ventilation, air conditioning, and refrigeration.</p>
Funding	Funds for this expenditure are budgeted in the Facilities Maintenance and HVACR budgets for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Appendix A – Vendors List Other information is included in the Supporting Documentation.
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Jose Jasso, Heating, Ventilations, Air Conditioning, and Refrigeration Program Chair Mary Del Paz, Vice President for Finance and Administrative Services George McCaleb, Executive Director of Facilities Operations and Maintenance
Recommendation	The Committee recommends Board approval to purchase maintenance parts and lab supplies from the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$660,000.00.

APPENDIX A

Vendors List

Vendor (City, State)	Purchasing Cooperative	Amount
Crawford Electric Supply Co., LLC/dba Crawford Electric Supply (Houston, TX/Mission, TX)	Texas Association of School Boards – Buyboard	\$150,000.00
Ferguson US Holdings, Inc./ dba Ferguson Enterprises, LLC (Newport News, VA/Pharr, TX)	Texas Association of School Boards – Buyboard	\$60,000.00
Johnson Supply & Equipment Corporation (Houston, TX/Pharr, TX)	Texas Association of School Boards – Buyboard	\$100,000.00
Lowe’s Companies, Inc./ dba Lowe’s Home Centers, LLC (Mooresville, NC/Pharr, TX)	Omnia Partners	\$80,000.00
McCoy’s Building Supply (San Marcos, TX/Pharr, TX)	Texas Association of School Boards (TASB) – Buyboard	\$60,000.00
MORSCO Supply, LLC/dba Reece Plumbing (Dallas, TX/McAllen, TX)	Texas Association of School Boards (TASB) – Buyboard	\$60,000.00
W. W. Grainger, Inc./ dba Grainger (Austin, TX/McAllen, TX)	State of Texas Multiple Award Schedule (TXMAS), E&I Cooperative Services, Sourcewell, Texas Association of School Boards – Buyboard	\$150,000.00
Total Amount:		\$660,000.00

Purchases – 12) Testing Materials

Purpose	Purchase testing materials from The College Board (New York, NY), a sole-source vendor.
Justification	To acquire approximately thirty-five thousand (35,000) Texas Success Initiative (TSI) assessments, through the Accuplacer Platform, in anticipation of the Fall 2026, Spring 2027, and Summer 2027 semesters. These assessments are used by all South Texas College students to obtain results in reading, writing, and math in order to complete their admissions and registration.
Funding	Funds for this expenditure are budgeted in the TSI Examination budget for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Matthew S. Hebbard, Vice President for Student Affairs and Enrollment Management Otoniel Matamoros, Dean of Enrollment Services Guadalupe A. Lozano, Director of Testing Services
Recommendation	The Committee recommends Board approval to purchase testing materials from The College Board (New York, NY), a sole-source vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$50,000.00. The cost is paid by the students when they register for this exam.

Purchase Renewals – 13) Elevator Maintenance and Repair Agreement

- Purpose** Renew the elevator maintenance and repair agreement with **Otis Elevator Company** (Dallas, TX/McAllen, TX), a Texas Association of School Boards – Buyboard and OMNIA Partners approved vendor.
- Justification** To provide regular examinations and repairs of all thirty-one (31) elevators located at all campuses. The services will be requested from the vendor by the Facilities Maintenance Department as needed.
- Funding** Funds for this expenditure are budgeted in the Mechanical Systems Maintenance budgets for FY 2026 – 2027, pending Board approval of the budget.
- Enclosed Documents** 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** The Committee recommends Board approval to renew the elevator maintenance and repair agreement with **Otis Elevator Company** (Dallas, TX/McAllen, TX), a Texas Association of School Boards – Buyboard and OMNIA Partners approved vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$140,000.00.

Renewals – 14) Advertising Services

Purpose	Renew the advertising services contracts with the vendors listed in Appendix A.
Justification	<p>To increase affinity and brand loyalty in an ever increasingly competitive marketplace, and raise awareness of educational opportunities available to prospective students. The pool of advertisers will help the institution accomplish its marketing plans, district-wide.</p> <p>Advertising includes but is not limited to newspapers, magazines, television, radio, websites, blogs, cinema, billboards, and other out-of-home opportunities.</p> <p>At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.</p>
Funding	Funds for this expenditure are budgeted in the Advertising Services budget for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Appendix A – Vendors List Appendix B – Renewal Terms
Staff Resource	Dr. Rodney Rodriguez, Vice President for Institutional Advancement and Economic Development Lynda Lopez, Executive Director of Communication and Creative Services
Recommendation	The Committee recommends Board approval to renew the advertising services contracts with the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$653,400.00.

APPENDIX A
Vendors List

Vendor (City, State)	Vendor (City, State)
Buena Aventura, LLC/ dba Mega Doctor News (McAllen, TX)	Buena Aventura, LLC/ dba Texas Border Business (McAllen, TX)
Chatterbox Ads (Olmito, TX)	Elite Promotions (Brownsville, TX)
Energy Communications Corp. (Chula Vista, CA)	Entravision Communications (McAllen, TX)
GC Publishing, LLC/ dba Edible Rio Grande Valley (Brownsville, TX)	I Heart Media, Inc. (San Antonio, TX)
Image House Media, LLC/ dba ImageHouse (McAllen, TX)	Lamar Advertising (San Benito, TX)
Mobile Video Tapes / KRGV Channel 5 (Weslaco, TX)	National CineMedia, LLC (Centennial, CO)
NBCUniversal, LLC/ Telemundo Rio Grande Valley (McAllen, TX)	Nexstar Media, Inc. (Harlingen, TX)
Progress Times (Mission, TX)	Radio United, LLC (Mission, TX)
RGVision Publications (McAllen, TX)	Starr County Town Crier (Rio Grande City, TX)
Steel Digital Studios, Inc./ dba Steel Advertising (Austin, TX)	VBR Media, LLC (San Juan, TX)

APPENDIX B
Renewal Terms

The Board awarded the contract as follows:

Term: July 22, 2025 - one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	7/22/2025	09/01/2025 – 08/31/2026	
First Renewal	6/23/2026		09/01/2026 – 08/31/2027

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

Renewals – 15) Campus Coffee Shop

- Purpose** Renew the campus coffee shop contract with **Commonspace Concept Store, LLC** (McAllen, TX).
- Justification** To provide a full-service coffee shop that will offer various types of coffee drinks, both hot and cold, hot chocolate, tea drinks, and other related beverages to the students, faculty, staff, and visitors at the Pecan Campus. These services are available Monday through Friday and encompass a selection of coffee classics, matcha menu, and signature drinks, with add-ons available.
- Funding** The vendor will remit a 6% commission of the total sales to the College.
- Enclosed Documents** Appendix A – Renewal Terms
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services
 George McCaleb, Executive Director of Facilities Operations and Maintenance
- Recommendation** The Committee recommends Board approval to renew the campus coffee shop contract with **Commonspace Concept Store, LLC** (McAllen, TX) for the period beginning August 1, 2026 through July 31, 2027, at no cost to the College.

APPENDIX A
Renewal Terms

The Board awarded the contract as follows:

Term: July 22, 2025 - one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	7/22/2025	08/01/2025 – 07/31/2026	
First Renewal	6/23/2026		08/01/2026 – 07/31/2027

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

Renewals –16) Campus Dining and Food Trucks – Starr County Campus

- Purpose** Renew the campus dining and food trucks – Starr County Campus contract with **D.A. Restaurant Group, Inc.** (Mission, TX).
- Justification** To provide several food options for faculty, staff, and students throughout their time on campus. These options are available Monday through Friday and encompass a selection of sandwiches, chicken biscuits, nuggets, iced coffees, juice, desserts, salads, fruit, chips, and various other culinary offerings.
- Enclosed Documents** Appendix A – Renewal Terms
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services
 George E. McCaleb, Executive Director of Facilities Operations and Maintenance
- Recommendation** The Committee recommends Board approval to renew the campus dining and food trucks – Starr County Campus contract with **D.A. Restaurant Group, Inc.** (Mission, TX), for the period beginning September 1, 2026 through August 31, 2027, at no commission to the College.

APPENDIX A
Renewal Terms

The Board awarded the contract as follows:

Term: August 27, 2024 – one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	08/27/2024	09/01/2024 – 08/31/2025	
First Renewal	07/22/2025		09/01/2025 – 08/31/2026
Final Renewal	06/23/2026		09/01/2026 – 08/31/2027

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

Renewals – 17) Custodial Supplies

- Purpose** Renew the custodial supplies contracts with the vendors listed in Appendix A.
- Justification** To provide custodial supplies necessary for the day-to-day cleaning, disinfecting, and maintenance of all South Texas College facilities. They are essential for the health and safety of all students, faculty, staff, and visitors. These supplies will include cleaning solutions, disinfecting sprays, disinfecting liquid solutions, hand towels, tissue paper, mops, brooms, gloves, trash bags, and other miscellaneous supplies.
- At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.
- Funding** Funds for this expenditure are budgeted in the Custodial budget for FY 2025 – 2026 and FY 2026 – 2027, pending Board approval of the budget.
- Enclosed Documents** Appendix A – Vendors List
 Appendix B – Renewal Terms
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services
 George McCaleb, Executive Director of Facilities Operations and Maintenance
- Recommendation** The Committee recommends Board approval to renew the custodial supplies contracts with the vendors listed in Appendix A for the period beginning August 18, 2026 through August 17, 2027, at an estimated total amount of \$350,000.00.

APPENDIX A
Vendors List

Primary Vendor:	Imperial Dade (Brownsville, TX)
Secondary Vendors:	Brady Plus (San Antonio, TX)
	CC Distributors, Inc. (Corpus Christi, TX)
	Rio Paper & Supply, LLC (Pharr, TX)

APPENDIX B
Renewal Terms

The Board awarded the contract as follows:

Term: July 16, 2024 – one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	07/16/2024	08/18/2024 – 08/17/2025	
First Renewal	07/22/2025		08/18/2025 – 08/17/2026
Final Renewal	06/23/2026		08/18/2026 – 08/17/2027

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

Renewals – 18) Digital Advertising Services

Purpose	Renew the digital advertising services contracts with the vendors listed in Appendix A.
Justification	<p>To assist in executing marketing objectives digitally, district-wide, on an as-needed basis.</p> <p>Digital advertising includes but is not limited to social media, YouTube, streaming TV/radio, displays, pay-per-click, geotargeting, and other digital opportunities.</p> <p>At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.</p>
Funding	Funds for this expenditure are budgeted in the Advertising Services budget for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Appendix A – Vendors List Appendix B – Renewal Terms
Staff Resource	Dr. Rodney Rodriguez, Vice President for Institutional Advancement and Economic Development Lynda Lopez, Executive Director of Communication and Creative Services
Recommendation	The Committee recommends Board approval to renew the digital advertising services contracts with the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$435,600.00.

APPENDIX A
Vendors List

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

APPENDIX B
Renewal Terms

The Board awarded the contract as follows:

Term: July 22, 2025 - one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	7/22/2025	09/01/2025 – 08/31/2026	
First Renewal	6/23/2026		09/01/2026 – 08/31/2027

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

Renewals – 19) Grounds Maintenance

Purpose Renew the grounds maintenance contract with **TLC - Total Lawn Care Service LLC** (San Antonio, TX).

Justification To provide grounds maintenance for all South Texas College campuses as follows:

Services	Amount
Mowing, Tree Trimming, Grass Shredding, and Irrigation Inspections and Repair (Estimated Amount)	\$610,822.01
Plants, Replacement Plants, and Landscaping (Not Exceeding)	\$114,371.99
Sprinkler System Repairs (Not Exceeding)	\$79,567.50
Total Amount:	\$804,761.50

Funding Funds for this expenditure are budgeted in the Ground Maintenance budget for FY 2026 – 2027, pending Board approval of the budget.

Enclosed Documents Appendix A – Renewal Terms

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

Recommendation The Committee recommends Board approval to renew the grounds maintenance contract with **TLC - Total Lawn Care Service LLC** (San Antonio, TX) for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$804,761.50.

APPENDIX A
Renewal Terms

The Board awarded the contract as follows:

Term: October 29, 2024 - one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	10/29/2024	11/01/2024 – 08/31/2025	
First Renewal	06/24/2025		09/01/2025 – 08/31/2026
Final Renewal	06/23/2026		09/01/2026 – 08/31/2027

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

Renewals – 20) Mail Services

Purpose Renew the mail services contract with **Upper Valley Mail Services, LLC** (McAllen, TX).

Justification To provide mail services for postage on all outgoing South Texas College envelopes and packages, including the intelligent mail barcode, pre-sorting all outgoing mail, and picking up and delivering outgoing mail to the McAllen post office.

The service provider can group mail with the same zip code and bundle it with other entities, allowing the College to receive reduced postage rates for all USPS outgoing mail.

Funding Funds for this expenditure are budgeted in the Postage budget for FY 2026 – 2027, pending Board approval of the budget.

Enclosed Documents Appendix A – Renewal Terms

Staff Resource Mary Del Paz, Vice President for Finance and Administrative Services
 Deyadira Leal, Director of Purchasing and Distribution Services

Recommendation The Committee recommends Board approval to renew the mail services contract with **Upper Valley Mail Services, LLC** (McAllen, TX) for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$45,000.00.

APPENDIX B
Renewal Terms

The Board awarded the contract as follows:

Term: July 16, 2024 – one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	07/16/2024	09/01/2024 – 08/31/2025	
First Renewal	07/22/2025		09/01/2025 – 08/31/2026
Final Renewal	06/23/2026		09/01/2026 – 08/31/2027

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

Renewals – 21) Maintenance and Repair Parts, Materials, and Supplies

Purpose	Renew the maintenance and repair parts, materials, and supplies contracts with the vendors listed in Appendix A.
Justification	<p>To provide maintenance and repair parts, materials, and supplies to support the College's daily work order requests across all facilities. These resources enable Facilities Operations and Maintenance teams to respond promptly and effectively to a wide range of service needs. A variety of materials are essential for both routine and urgent maintenance tasks. These include plumbing components, painting supplies, irrigation equipment, electrical systems, door hardware, batteries, and HVAC systems. Access to these supplies supports immediate repairs and helps maintain facility standards, extends the life of district assets, and minimizes disruptions to educational and operational activities.</p> <p>At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.</p>
Funding	Funds for this expenditure are budgeted in the Facilities Maintenance and Districtwide Renewals and Replacements budgets for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Appendix A – Vendors List Appendix B – Renewal Terms
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services George McCaleb, Executive Director of Facilities Operations and Maintenance
Recommendation	The Committee recommends Board approval to renew the maintenance and repair parts, materials, and supplies contracts with the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$500,000.00.

APPENDIX A
Vendors List

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

APPENDIX B
Renewal Terms

The Board awarded the contract as follows:

Term: August 26, 2025 – one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	08/26/2025		09/01/2025 – 08/31/2026
First Renewal	06/23/2026		09/01/2026 – 08/31/2027

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

Recommendation: It is requested that the Committee recommend for Board approval of the award of proposals and approval of purchases, purchase renewals, and renewals at a total cost of \$5,369,982.48 as listed below:

- Award of Proposals**
- 1) **Pecan Campus – Continuing Education and Testing Center Building A – Audiovisual Equipment and Installation:** award the proposal for Pecan Campus – Continuing Education and Testing Center Building A – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX) at a total amount of \$228,461.54;
 - 2) **Pecan Campus – Cooper Center Building L Expansion – Audiovisual Equipment and Installation:** award the proposal for Pecan Campus – Cooper Center Building L Expansion – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX) at a total amount of \$96,540.15;
 - 3) **Pecan Campus – Kinesiology and Wellness Center Building Q – Audiovisual Equipment and Installation:** award the proposal for Pecan Campus – Kinesiology and Wellness Center Building Q – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX) at a total amount of \$201,464.15;
- Purchases**
- 4) **Admission Assessment Exams:** purchase admission assessment exams from **Elsevier, Inc.** (Philadelphia, PA), a sole-source vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$150,000.00. The cost is paid by the students when they register for this exam;
 - 5) **Building Automation Control Equipment, Parts, and Equipment Maintenance:** purchase building automation control equipment, parts, and equipment maintenance from **Siemens Industry, Inc.** (Alpharetta, GA/La Feria, TX), a Sourcwell and The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$170,000.00;
 - 6) **Chiller Chemicals and Maintenance:** purchase chiller chemicals and maintenance from **Kurita America, Inc.** (Minneapolis, MN), a State of Texas (TxSmartBuy) contract vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$120,000.00;
 - 7) **Computers, Laptops, Tablets, and Monitors:** purchase computers, laptops, tablets, and monitors from the vendors listed in Appendix A at a total amount of \$208,955.46;

APPENDIX A
Vendors List

Vendor (City, State)	Purchasing Cooperative	Amount
Dell Marketing, LP (Dallas, TX)	OMNIA Partners	\$164,876.46
Apple, Inc. (Dallas, TX)	Choice Partners Cooperative	\$44,079.00
Total Amount:		\$208,955.46

- 8) **Furniture:** purchase furniture from the vendors listed in Appendix A at a total amount of \$205,721.03;

APPENDIX A
Vendors List

Vendor (City, State)	Purchasing Cooperative	Amount
Barco Products, LLC (Batavia, IL)	The Interlocal Purchasing System	\$16,615.21
Computer Comforts, Inc. (Kemah, TX)	TIPS	\$30,309.64
Gateway Printing & Office Supply, Inc. (San Antonio, TX)	OMNIA Partners and The Interlocal Purchasing System	\$96,494.52
Global Equipment Co. Inc. (Buford, GA)	BuyBoard	\$14,801.68
Indeco Sales, Inc. (Belton, TX)	Sourcewell	\$27,765.10
Landscape Forms (Kalamazzo, MI)	OMNIA Partners	\$19,734.88
Total Amount:		\$205,721.03

- 9) **In-Store Materials and Supplies:** purchase in-store materials and supplies from the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$110,000.00;

APPENDIX A
Vendors List

Vendor (City, State)	Purchasing Cooperative	Amount
HEB LP (San Antonio, TX)	Purchasing Association of Cooperative Entities (PACE)	\$85,000.00

Sam’s Club (McAllen, TX)	Purchasing Association of Cooperative Entities (PACE)	\$25,000.00
Total Amount:		\$110,000.00

10) Network Equipment, Licenses, and Accessories: purchase network equipment, licenses, and accessories from **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources approved vendor, at an estimated total amount of \$240,078.65;

11) Maintenance Parts and Lab Supplies: purchase maintenance parts and lab supplies from the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$660,000.00;

Vendor (City, State)	Purchasing Cooperative	Amount
Crawford Electric Supply Co., LLC/dba Crawford Electric Supply (Houston, TX/Mission, TX)	Texas Association of School Boards – Buyboard	\$150,000.00
Ferguson US Holdings, Inc./ dba Ferguson Enterprises, LLC (Newport News, VA/Pharr, TX)	Texas Association of School Boards – Buyboard	\$60,000.00
Johnson Supply & Equipment Corporation (Houston, TX/Pharr, TX)	Texas Association of School Boards – Buyboard	\$100,000.00
Lowe’s Companies, Inc./ dba Lowe’s Home Centers, LLC (Mooresville, NC/ Pharr, TX)	Omnia Partners	\$80,000.00
McCoy’s Building Supply (San Marcos, TX/Pharr, TX)	Texas Association of School Boards (TASB) – Buyboard	\$60,000.00
MORSCO Supply, LLC/dba Reece Plumbing (Dallas, TX/McAllen, TX)	Texas Association of School Boards (TASB) – Buyboard	\$60,000.00
W. W. Grainger, Inc./ dba Grainger (Austin, TX/McAllen, TX)	State of Texas Multiple Award Schedule (TXMAS), E&I Cooperative Services, Sourcewell, Texas Association of School Boards – Buyboard	\$150,000.00
Total Amount:		\$660,000.00

12) Testing Materials: purchase testing materials from **The College Board** (New York, NY), a sole-source vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$50,000.00. The cost is paid by the students when they register for this exam;

Purchase Renewals

13) Elevator Maintenance and Repair Agreement: renew the elevator maintenance and repair agreement with **Otis Elevator Company** (Dallas, TX/McAllen, TX), a Texas Association of School Boards – Buyboard and OMNIA Partners approved vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$140,000.00;

Renewals

14) Advertising Services: renew the advertising services contracts with the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$653,400.00;

Vendor (City, State)	Vendor (City, State)
Buena Aventura, LLC/ dba Mega Doctor News (McAllen, TX)	Buena Aventura, LLC/ dba Texas Border Business (McAllen, TX)
Chatterbox Ads (Olmito, TX)	Elite Promotions (Brownsville, TX)
Energy Communications Corp. (Chula Vista, CA)	Entravision Communications (McAllen, TX)
GC Publishing, LLC/ dba Edible Rio Grande Valley (Brownsville, TX)	I Heart Media, Inc. (San Antonio, TX)
Image House Media, LLC/ dba ImageHouse (McAllen, TX)	Lamar Advertising (San Benito, TX)
Mobile Video Tapes / KRGV Channel 5 (Weslaco, TX)	National CineMedia, LLC (Centennial, CO)
NBCUniversal, LLC/ Telemundo Rio Grande Valley (McAllen, TX)	Nexstar Media, Inc. (Harlingen, TX)
Progress Times (Mission, TX)	Radio United, LLC (Mission, TX)
RGVision Publications (McAllen, TX)	Starr County Town Crier (Rio Grande City, TX)
Steel Digital Studios, Inc./ dba Steel Advertising (Austin, TX)	VBR Media, LLC (San Juan, TX)

15) Campus Coffee Shop: renew the campus coffee shop contract with **Commonspace Concept Store, LLC** (McAllen, TX) for the period

beginning August 1, 2026 through July 31, 2027, at no cost to the College;

16) Campus Dining and Food Trucks – Starr County Campus: renew the campus dining and food trucks – Starr County Campus contract with **D.A. Restaurant Group, Inc.** (Mission, TX), for the period beginning September 1, 2026 through August 31, 2027, at no commission to the College;

17) Custodial Supplies: renew the custodial supplies contracts with the vendors listed in Appendix A for the period beginning August 18, 2026 through August 17, 2027, at an estimated total amount of \$350,000.00;

APPENDIX A

Vendors List

Primary Vendor:	Imperial Dade (Brownsville, TX)
Secondary Vendors:	Brady Plus (San Antonio, TX)
	CC Distributors, Inc. (Corpus Christi, TX)
	Rio Paper & Supply, LLC (Pharr, TX)

18) Digital Advertising Services: renew the digital advertising services contracts with the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$435,600.00;

APPENDIX A

Vendors List

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

19) Grounds Maintenance: renew the grounds maintenance contract with **TLC - Total Lawn Care Service LLC** (San Antonio, TX) for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$804,761.50;

20) Mail Services: renew the mail services contract with **Upper Valley Mail Services, LLC** (McAllen, TX) for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$45,000.00;

21)Maintenance and Repair Parts, Materials, and Supplies: renew the maintenance and repair parts, materials, and supplies contracts with the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$500,000.00;

APPENDIX A
Vendors List

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

Discussion and Action as Necessary on Proposed FY 2026 – 2027 Request for Additional and Revised New Positions and Other Adjustments

Purpose To approve the proposed FY 2026 – 2027 request for additional and revised new positions and other adjustments.

Justification These proposed staffing requests are for additional new positions and other adjustments not previously presented and approved by the Board and for revisions to new positions approved by the Board on May 26, 2026. The staffing requests have been reviewed and are being proposed by Administration. The Texas Association of School Boards (TASB) has also reviewed the requests as part of the annual compensation maintenance program. Projected salaries are based on FY 2025 - 2026 pay grade scales with no annual increases. Salaries are subject to change with the Board approved FY 2026 - 2027 pay grade scales with the annual salary increase.

Additional modifications, including reductions, may be necessary prior to approval of the final budget by the Board primarily due to revised revenue and expenditure projections or reallocation of resources, as necessary.

The staffing requests are for the Unrestricted Fund and Auxiliary Fund as presented.

Enclosed Documents

- Appendix A - Summary of Additional and Revised Staffing Requests
- Appendix B - Staffing Requests PowerPoint
- Appendix C - Division Staffing Requests - Additional and Revised Positions: Grand Total by Division
- Appendix D - Division Staffing Requests – Additional and Revised Positions: Grand Total by Division by Type – Detail
- Appendix E - Division Staffing Requests: Revised Grand Total by Division
- Appendix F - Division Staffing Requests: Revised Grand Total by Division by Type - Detail
- Appendix G - Additional and Revised Academic Affairs Economic Development Division
- Appendix H - Additional Finance and Administrative Services Division
- Appendix I - Revised Institutional Advancement and External Affairs Division
- Appendix J - Revised Technology, Information & Planning Services Division
- Appendix K - Additional Office of the President
- Appendix L - Additional Auxiliary Positions

Funding Unrestricted Fund Salary and Auxiliary Fund Salary budgets for FY 2026 – 2027, pending Board approval of the budget.

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

Recommendation The Committee recommends that the Board approve the proposed FY 2026 – 2027 request for additional and revised new positions and other adjustments.

Appendix A

Summary of Proposed College’s New Positions and Other Adjustments

Unrestricted Fund

Division	Amount Requested	Less Funding Available	Impact on FY 26 – 27 Budget
G. Additional and Revised Academic Affairs & Economic Development (19)	\$402,617.49	\$121,688.16	\$280,929.33
H. Additional Finance and Administrative Services (1)	82,173.00	-	82,173.00
I. Revised Institutional Advancement and External Affairs (1)	4,928.00	630.00	4,298.00
J. Revised Technology, Information & Planning Services (5)	163,918.20	148,817.20	15,101.00
K. Additional Office of the President (1)	269,207.00	-	269,207.00
Total	\$922,843.69	\$271,135.36	\$651,708.33

Auxiliary Fund

Division	Amount Requested	Less Funding Available	Impact on FY 26 – 27 Budget
L. Auxiliary Funds (2)	\$78,898.00	\$-	\$78,898.00
Total	\$78,898.00	\$-	\$78,898.00



**Unrestricted Fund and Auxiliary Fund
FY 2026-2027 Staffing Requests
Appendix B**

Mary Del Paz, MBA, CPA, CFE, CGMA

Vice President for Finance and Administrative Services

June 9, 2026

Staffing Requests for FY 2026-2027



Salary Expenditures	Total Projected Increase
New Positions/Reclass/Adjustment Requests/Revisions - All Divisions	651,708
Total Expenditure Projected Increase	\$ 651,708
Benefits Expense	\$ 157,774
Grand Total	\$ 809,482

Division Staffing Requests – Additional & Revised Positions Grand Total by Division by Type - Detail



Division/Position Type	Quantity Requested	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
Academic Affairs and Economic Development	19	\$ 402,617	\$ 121,688	\$ 280,929
Dual Credit	1	121,688	121,688	-
New	5	267,260	-	267,260
Reclass	13	13,670	-	13,670
Finance and Administrative Services	1	82,173	-	82,173
New	1	82,173	-	82,173
Institutional Advancement and External Affairs	1	4,928	630	4,298
Reclass	1	4,928	630	4,298
Technology, Information & Planning Services	5	163,918	148,817	15,101
New	1	64,626	64,626	-
Reclass	4	99,293	84,192	15,101
Office of the President	1	269,207	-	269,207
New	1	269,207	-	269,207
Grand Total	27	\$ 922,844	\$ 271,135	\$ 651,708

Additional and Revised AAED Staffing Requests for FY 2026-2027



Position Type	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/ Pools & May Board	Net Impact to June Budget
New	5	\$ -	\$267,260	\$ -	\$267,260
Division of Math Science Information Technology and Bachelor Programs					
EA - G02 - Student Success Specialist	1	-	53,078	-	53,078
AT - G05 - Specialist II - Lab	1	-	48,152	-	48,152
Academic Advancement					
TC - G05 - Business Analyst	1	-	74,544	-	74,544
Mid Valley Campus					
EA - G02 - Specialist - Guided Pathways	1	-	53,078	-	53,078
Teaching and Learning Center					
AT - G02 - Assistant - Teaching and Learning Center	1	-	38,407	-	38,407
Reclass	13	66,281	13,670	-	13,670
Division Academic Affairs					
Vacant					
EA - G05 - Manager - Academic Affairs and Economic Development					
EA - G06 - Manager - Academic Affairs and Economic Development	1	73,404	8,766	-	8,766

Additional and Revised AAED Staffing Requests for FY 2026-2027



Position Type	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
Reclass (Continuation)	13	66,281	13,670	-	13,670
Division of Math Science Information Technology and Bachelor Programs					
Filled					
FA - BAC - Cybersecurity Faculty					
FA - BAC - Artificial Intelligence Faculty	1	59,793	-	-	-
EA - G13 - Dean - Math, Science, Information Technology and Bachelor Programs					
EA - G14 - Executive Division Dean - Math, Science, Information Technology and Bachelor Programs	1	163,457	4,904	-	4,904
Vacant					
FA - MAS - Math Faculty			-	-	-
FA - MAS - Cybersecurity Faculty	2	55,000	-	-	-
FA - MAS - Math Faculty					
FA - MAS - Biology Faculty	1	55,000	-	-	-
FA - MAS - Math Faculty					
FA - MAS - Medical and Health Services Management Faculty	1	55,000	-	-	-
Division of Liberal Arts					
Vacant					
FA - MAS - English Faculty					
FA - MAS - Culinary Arts Faculty	1	55,000	-	-	-
FA - MAS - History Faculty					
FA - MAS - Music - Mariachi Faculty	1	55,000	-	-	-

Additional and Revised AAED Staffing Requests for FY 2026-2027



Position Type	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/ Pools & May Board	Net Impact to June Budget
Reclass (Continuation)	13	66,281	13,670	-	13,670
Division of Business Public Safety and Technology					
Vacant					
FA - ASC - Automotive Technology Faculty					
FA - ASC - Electrician Assistant Faculty	1	55,000	-	-	-
FA - MAS - Architectural and Engineering Design Technology Faculty					
FA - MAS - Electrician Assistant Faculty	1	55,000	-	-	-
Division of Health Science Professions					
Vacant					
FA - PHD - Associate Degree Nursing Faculty					
FA - MAS - Respiratory Therapy Faculty	1	70,000	-	-	-
FA - MAS - Associate Degree Nursing Faculty					
FA - MAS - Dental Hygiene Faculty	1	55,000	-	-	-
FAST Funds	1	\$ -	\$ 121,688	\$ 121,688	\$ -
Dual Credit Programs					
Vacant					
EA - G12 - Dean - Dual Credit Programs Initiatives	1	\$ -	\$ 121,688	\$ 121,688	\$ -
Grand Total	19	\$ 45,350	\$ 402,617	\$ 121,688	\$ 280,929

Additional FAS Staffing Requests for FY 2026-2027



Position Type	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
New	1	\$ -	\$ 82,173	\$ -	\$ 82,173
Human Resources					
EA-G06 - Manager - Employee Relations	1	-	82,173	-	82,173
Grand Total	1	\$ -	\$ 82,173	\$ -	\$ 82,173

Revised IAEA Staffing Requests for FY 2026-2027



Position Type	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/ Pools & May Board	Net Impact to June Budget
Reclass	1	56,619	4,928	630	4,298
Office of Sponsored Initiatives					
Filled					
EA - G03 - Resource Development Officer					
75 EA - G04 - Manager - Operational Resources	1	56,619	4,928	630	4,298
Grand Total	1	\$ 56,619	\$ 4,928	\$ 630	\$ 4,298

Revised TIPS Staffing Requests for FY 2026-2027



Position Type	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/ Pools & May Board	Net Impact to June Budget
New	1	\$ -	\$ 64,626	\$ 64,626	\$ -
Learning Commons and Open Labs					
New					
EA - G03 - Analyst - Emerging Technologies	1	-	64,626	64,626	-
Reclass	4	33,467	99,293	84,192	15,101
Centers for Learning Excellence					
Filled					
AT - G04 - Specialist - Learning Excellence		-			-
AT - G04 - Specialist - Learning Excellence	2	-	82,618	82,618	-
Research and Analytical Services					
Filled					
EA - G05 - Manager - Institutional Report					-
EA - G08 - Assistant Director - Institutional Reporting	1	81,411	15,101	-	15,101
Educational Technologies					
Filled					
AT - G05 - Specialist - Educational Technologies Operations					
EA - G02 - Coordinator - ET Operations	1	52,458	1,574	1,574	-
Grand Total	5	26,774	163,918	148,817	15,101

Additional Office of the President Staffing Requests for FY 2026-2027



Position Type	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
New	1		\$ - \$ 269,207	\$ -	\$269,207
Office of the President					
EA - G16 - Executive Vice President - Educational Programming and Student Achievement	1		- 269,207	-	269,207
Grand Total	1		\$ - \$ 269,207	\$ -	\$ 269,207

Additional Auxiliary Requests for FY 2026-2027



Position Type	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/ Pools & May Board	Net Impact to June Budget
Reclass	2	\$ -	\$ 78,898	\$ -	\$ 78,898
Division of Social and Behavioral Sciences					
Filled					
AT - G04 - Early Childhood Educator II					
AT - G04 - Early Childhood Educator II	1	-	39,898	-	39,898
Vacant					
AT - G04 - Early Childhood Educator II					
AT - G04 - Early Childhood Educator II	1	-	39,000	-	39,000
Grand Total	2	\$ -	\$ 78,898	\$ -	\$ 78,898



**THANK
YOU!**

Appendix C

Division Staffing Requests - Additional & Revised Positions Grand Total by Division

Division/Position Type	Quantity Requested	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
Academic Affairs and Economic Development	19	\$ 402,617.49	\$ 121,688.16	\$ 280,929.33
Finance and Administrative Services	1	\$ 82,173.00	-	\$ 82,173.00
Institutional Advancement and External Affairs	1	\$ 4,928.00	\$ 630.00	\$ 4,298.00
Technology, Information & Planning Services	5	\$ 163,918.20	\$ 148,817.20	\$ 15,101.00
Office of the President	1	\$ 269,207.00	-	\$ 269,207.00
Grand Total	27	\$ 922,843.69	\$ 271,135.36	\$ 651,708.33

Appendix D

Division Staffing Requests - Additional & Revised Positions Grand Total by Division by Type - Detail

Division/Position Type	Quantity Requested	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
Academic Affairs and Economic Development	19	\$ 402,617.49	\$ 121,688.16	\$ 280,929.33
Dual Credit	1	\$ 121,688.16	\$ 121,688.16	-
New	5	\$ 267,259.56	-	\$ 267,259.56
Reclass	13	\$ 13,669.77	-	\$ 13,669.77
Finance and Administrative Services	1	\$ 82,173.00	-	\$ 82,173.00
New	1	\$ 82,173.00	-	\$ 82,173.00
Institutional Advancement and External Affairs	1	\$ 4,928.00	\$ 630.00	\$ 4,298.00
Reclass	1	\$ 4,928.00	\$ 630.00	\$ 4,298.00
Technology, Information & Planning Services	5	\$ 163,918.20	\$ 148,817.20	\$ 15,101.00
New	1	\$ 64,625.60	\$ 64,625.60	-
Reclass	4	\$ 99,292.60	\$ 84,191.60	\$ 15,101.00
Office of the President	1	\$ 269,207.00	-	\$ 269,207.00
New	1	\$ 269,207.00	-	\$ 269,207.00
Grand Total	27	\$ 922,843.69	\$ 271,135.36	\$ 651,708.33

08

Appendix E

Division Staffing Requests

Revised Grand Total by Division

Division/Position Type	Quantity Requested	Total Funds Requested	Total Funds From Other Sources	Net Increase/(Decrease) to New FY Total Salary Budget
Academic Affairs and Economic Development	36	\$ 1,420,683.41	-	\$ 1,420,683.41
Finance and Administrative Services	35	\$ 1,495,802.08	\$ 18,587.00	\$ 1,477,215.08
Institutional Advancement and External Affairs	3	\$ 96,645.60	-	\$ 96,645.60
Student Affairs & Enrollment Management	3	\$ 242,783.42	-	\$ 242,783.42
Technology, Information & Planning Services	22	\$ 633,653.04	\$ 170,382.04	\$ 463,271.00
Office of the President	1	\$ 269,207.00	-	\$ 269,207.00
Grand Total	100	\$ 4,158,774.55	\$ 188,969.04	\$ 3,969,805.51

Appendix F

Division Staffing Requests

Revised Grand Total by Division by Type - Detail

Division/Position Type	Quantity Requested	Total Funds Requested	Total Funds From Other Sources	Net Increase/(Decrease) to New FY Total Salary Budget
Academic Affairs and Economic Development	36	\$ 1,420,683.41	-	\$ 1,420,683.41
Faculty - Adjunct/Overload	10	\$ 552,333.00	-	\$ 552,333.00
Dual Credit and Positions Institutionalized (CATA, CEWD)	4	\$ 455,248.02	-	\$ 455,248.02
New	7	\$ 393,575.82	-	\$ 393,575.82
Reclass	14	\$ 16,706.57	-	\$ 16,706.57
Pool Adj	1	\$ 2,820.00	-	\$ 2,820.00
Finance and Administrative Services	35	\$ 1,495,802.08	\$ 18,587.00	\$ 1,477,215.08
Facility Expansion Needs	18	\$ 700,315.20	-	\$ 700,315.20
New	10	\$ 632,726.46	\$ 18,587.00	\$ 614,139.46
Pool Adj	2	\$ 87,208.15	-	\$ 87,208.15
Frozen	1	\$ 40,121.23	-	\$ 40,121.23
Reclass	4	\$ 35,431.04	-	\$ 35,431.04
Institutional Advancement and External Affairs	3	\$ 96,645.60	-	\$ 96,645.60
New	2	\$ 91,717.60	-	\$ 91,717.60
Reclass	1	\$ 4,928.00	-	\$ 4,928.00
Student Affairs & Enrollment Management	3	\$ 242,783.42	-	\$ 242,783.42
New	3	\$ 242,783.42	-	\$ 242,783.42
Technology, Information & Planning Services	22	\$ 633,653.04	\$ 170,382.04	\$ 463,271.00
Pool Adj	5	\$ 283,233.52	\$ 39,684.00	\$ 243,549.52
New	3	\$ 203,547.92	\$ 64,625.60	\$ 138,922.32
Reclass	14	\$ 146,871.60	\$ 66,072.44	\$ 80,799.16
Office of the President	1	\$ 269,207.00	-	\$ 269,207.00
New	1	\$ 269,207.00	-	\$ 269,207.00
Grand Total	100	\$ 4,158,774.55	\$ 188,969.04	\$ 3,969,805.51

81

Appendix G

Additional and Revised AAED Staffing Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
New	5	\$ -	\$ 267,259.56	\$ -	\$ 267,259.56
Division of Math Science Information Technology and Bachelor Programs					
New					
New					
Student Success Specialist					
New					
EA - G02					
New position request. This position will assist students in the Bachelor Programs who have declared a major, along with Bachelor Program initiatives to increase student enrollment.					
	1	\$ -	\$ 53,078.28	\$ -	\$ 53,078.28
Specialist II - Lab					
New					
AT - G05					
This position has been a full-time temporary position for the past several years. The Lab Specialist II position supports the Biology department across multiple campuses to sustain instructional quality, ensure compliance, and support expanded scheduling and departmental growth. In addition, this position supports dual enrollment high schools and ongoing compliance and safety obligations, which entail extensive lab preparation requirements.					
	1	\$ -	\$ 48,152.00	\$ -	\$ 48,152.00
Academic Advancement					
New					
New					
Business Analyst					
New					
TC - G05					
The Business Analyst position will support the AAED Division with providing reporting, access, and training support for faculty and chairs across enterprise systems, while supporting implementation and integration of new academic technologies.					
	1	\$ -	\$ 74,544.00	\$ -	\$ 74,544.00
Mid Valley Campus					
New					
New					
Specialist - Guided Pathways					
New					
EA - G02					
New position request is needed for the Mid-Valley Campus. This position will serve all meta-majors at this campus and assist students with enrollment in the meta-major, degree audits, and track and monitor students' progress through case management.					
	1	\$ -	\$ 53,078.28	\$ -	\$ 53,078.28
Teaching and Learning Center					
New					
New					
Assistant - Teaching and Learning Center					
New					
AT - G02					
This position has been a full-time temporary position for the past two years. This position assists the Teaching and Learning Center team to organize and provide logistical support for the various events, workshops and academies offered by the Department for faculty and staff. This includes providing administrative and event support as well as day-to-day coordination for the varied workshops and academies within the department.					
	1	\$ -	\$ 38,407.00	\$ -	\$ 38,407.00
Reclass	13	\$ 66,281.28	\$ 13,669.77	\$ -	\$ 13,669.77
Division Academic Affairs					
Vacant					
Manager - Academic Affairs and Economic Development					
Manager - Academic Affairs and Economic Development					
EA - G05					
EA - G06					
Requesting to reclassify vacant Manager position to a new position grade to reflect expanded scope of duties and responsibilities. This position is responsible for leading the coordination of the annual Strategic Planning workshop, including the development of the IE Plans, serves as the liaison to the Office of Communication and Creative Services for the AAED Division, and is responsible for organizing and leading the logistics and development of the annual AAED Faculty Assembly and the annual Workforce Summit sponsored by the Office of the Provost.					
	1	\$ 73,406.76	\$ 8,766.06	\$ -	\$ 8,766.06
Division of Math Science Information Technology and Bachelor Programs					
Filled					
Cybersecurity Faculty					
Artificial Intelligence Faculty					
FA - BAC					
FA - BAC					
Reclassify Cybersecurity Faculty to Artificial Intelligence Faculty. Courses for the Artificial Intelligence (AI) program are scheduled to be offered this Fall 2026 semester. Reclassifying this position addresses SACSCOC Standard 6.2.b regarding the sufficiency of full-time instructors for each education program of the College.					
	1	\$ 59,793.00	\$ -	\$ -	\$ -

Appendix G

Additional and Revised AAED Staffing Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
Dean - Math, Science, Information Technology and Bachelor Programs					
Executive Division Dean- Math, Science, Information Technology and Bachelor Programs					
EA - G13					
EA - G14					
Requesting title change from Dean to Executive Division Dean due to a significant and sustained expansion in scope, responsibilities, and institutional impact. This position oversees two major divisions (Math, Science, Information Technology and Bachelor Programs), has recently acquired the Information Technology and Public Administration departments, and most recently created a new department- Artificial Intelligence. This position provides district-wide leadership for a large number of students, faculty, and staff, while managing the largest volume of grants and initiatives.					
	1	\$ 163,456.92	\$ 4,903.71	-	\$ 4,903.71
Vacant					
Math Faculty					
Cybersecurity Faculty					
FA - MAS					
FA - MAS					
Revising from Title Change to Reclass					
	2	\$ 55,000.00	-	-	-
Biology Faculty					
FA - MAS					
FA - MAS					
Reclassify Math Faculty to Biology Faculty. Faculty position is needed to assist program's expansion.					
	1	\$ 55,000.00	-	-	-
Medical and Health Services Management Faculty					
FA - MAS					
FA - MAS					
Reclassify Math Faculty to Medical and Health Services Management Faculty. Faculty position is needed to assist program's expansion.					
	1	\$ 55,000.00	-	-	-
Division of Liberal Arts					
Vacant					
English Faculty					
Culinary Arts Faculty					
FA - MAS					
FA - MAS					
Reclassify English Faculty to Culinary Arts Faculty. Faculty position is needed to assist program's expansion.					
	1	\$ 55,000.00	-	-	-
History Faculty					
Music - Mariachi Faculty					
FA - MAS					
FA - MAS					
Reclassify History Faculty to Music-Mariachi Faculty. Faculty position is needed to assist program's expansion.					
	1	\$ 55,000.00	-	-	-
Division of Business Public Safety and Technology					
Vacant					
Automotive Technology Faculty					
Electrician Assistant Faculty					
FA - ASC					
FA - ASC					
Revising from Title Change to Reclass					
	1	\$ 55,000.00	-	-	-
Architectural and Engineering Design Technology Faculty					
Electrician Assistant Faculty					
FA - MAS					
FA - MAS					
Revising from Title Change to Reclass					
	1	\$ 55,000.00	-	-	-
Division of Health Science Professions					
Vacant					
Associate Degree Nursing Faculty					
Respiratory Therapy Faculty					
FA - PHD					
FA - MAS					
Revising from Title Change to Reclass					
	1	\$ 70,000.00	-	-	-
Dental Hygiene Faculty					
FA - MAS					
FA - MAS					
Revising from Title Change to Reclass					
	1	\$ 55,000.00	-	-	-
FAST Funds					
	1	\$ -	\$ 121,688.16	\$ 121,688.16	\$ -
Dual Credit Programs					
Vacant					
Vacant					
Dean - Dual Credit Programs Initiatives					
(blank)					
EA - G12					
Approved in May Board. Revising Pay Grade from EAP-13 to EAP-12					
	1	\$ -	\$ 121,688.16	\$ 121,688.16	-
Grand Total	19	\$ 45,350.35	\$ 402,617.49	\$ 121,688.16	\$ 280,929.33

83

Appendix H Additional FAS Staffing Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
New	1	\$ -	\$ 82,173.00	-	\$ 82,173.00
Human Resources					
New					
New					
Manager - Employee Relations					
New					
EA - G06					
The Manager - Employee Relations position will support the employee relations departments workload levels and assist in required documentation retention in case management system.					
	1	\$ -	\$ 82,173.00	-	\$ 82,173.00
Grand Total	1	\$ -	\$ 82,173.00	-	\$ 82,173.00

Appendix I

Revised IAEA Staffing Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
Reclass	1	\$ 56,619.36	\$ 4,928.00	\$ 630.00	\$ 4,298.00
Office of Sponsored Initiatives					
Filled					
Resource Development Officer					
Manager - Operational Resources					
EA - G03					
EA - G04					
Approved in May Board. Revising Job Title					
Grand Total	1	\$ 56,619.36	\$ 4,928.00	\$ 630.00	\$ 4,298.00

Appendix J

Revised TIPS Staffing Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/ Pools & May Board	Net Impact to June Budget
New	1	\$ -	\$ 64,625.60	\$ 64,625.60	-
Learning Commons and Open Labs					
New					
New					
Analyst - Emerging Technology					
New					
EA - G03					
Approved in May Board. Revising Pay Grade to EA - 03					
	1	\$ -	\$ 64,625.60	\$ 64,625.60	-
Reclass	4	\$ 33,467.09	\$ 99,292.60	\$ 84,191.60	\$ 15,101.00
Centers for Learning Excellence					
Filled					
Specialist - Learning Excellence					
Specialist - Learning Excellence					
AT - G04					
AT - G04					
Approved in May Board. Revising from New to Reclass					
	1	\$ -	\$ 41,121.60	\$ 41,121.60	-
Approved in May Board. Revising from New to Reclass & Revising Position Number					
	1	\$ -	\$ 41,496.00	\$ 41,496.00	-
Research and Analytical Services					
Filled					
Manager - Institutional Report					
Assistant Director - Institutional Reporting					
EA - G05					
EA - G08					
Due to significant increases in the workload of the department, as included in the justifications of all the requests above, additional administrative leadership is needed to help with leading the staff and the projects.					
	1	\$ 81,410.76	\$ 15,101.00	-	\$ 15,101.00
Educational Technologies					
Filled					
Specialist - Educational Technologies Operations					
Coordinator - ET Operations					
AT - G05					
EA - G02					
This change will help the department manage overtime costs and will align the position with other campus coordinators with comparable duties					
	1	\$ 52,457.60	\$ 1,574.00	\$ 1,574.00	-
Grand Total	5	\$ 26,773.67	\$ 163,918.20	\$ 148,817.20	\$ 15,101.00

Appendix K Additional PRES Staffing Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
New	1	\$ -	\$ 269,207.00	-	\$ 269,207.00
Office of President					
New					
New					
Executive Vice President- Educational Programming and Student Achievement					
New					
EA - G16					
Oversee Student and Instruction					
Grand Total	1	\$ -	\$ 269,207.00	-	\$ 269,207.00

Appendix L Additional Auxiliary Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/ Pools & May Board	Net Impact to June Budget
Reclass	2	\$ -	\$ 78,898.00	\$ -	\$ 78,898.00
Division of Social and Behavioral Sciences					
Filled					
Early Childhood Educator II					
Early Childhood Educator II					
AT - G04					
AT - G04					
Reclassify Restricted Early Childhood Educator II position to Auxiliary as the CCAMPIS grant is entering its fourth and final year. Transitioning this position is necessary to ensure continuity of staffing and to allow classrooms to remain open in support of both current and future enrollment.					
	1	\$ -	\$ 39,898.00	\$ -	\$ 39,898.00
Vacant					
Early Childhood Educator II					
Early Childhood Educator II					
AT - G04					
AT - G04					
Reclassify Restricted Early Childhood Educator II position to Auxiliary as the CCAMPIS grant is entering its fourth and final year. Transitioning this position is necessary to ensure continuity of staffing and to allow classrooms to remain open in support of both current and future enrollment.					
	1	\$ -	\$ 39,000.00	\$ -	\$ 39,000.00
Grand Total	2	\$ -	\$ 78,898.00	\$ -	\$ 78,898.00

Review and Recommend Action on Proposed Employee Compensation Plan for FY 2026 – 2027

Purpose To approve the Proposed Employee Compensation Plan for FY 2026 – 2027 for all salary structure employee groups, which includes the proposed salary placement for new faculty, proposed pay grade ranges, and other compensation information.

Justification The Plan for FY 2026 - 2027 incorporates Texas Association of School Boards (TASB's) proposed annual maintenance revisions, focusing on complying with State and Federal compensation regulations, ensuring compensation consistency, enhancing the ability to attract and retain qualified faculty and staff, and providing a clear and concise reference for compensation decisions.

On July 13, 2022, the Board of Trustees approved the TASB Compensation Study and approved a new compensation structure for FY 2022 – 2023. The College continued to utilize the TASB HR services to complete a compensation maintenance review for FY 2023 – 2024, FY 2024 – 2025, and FY 2025 – 2026.

The following summary outlines the methodology employed by TASB and the College Administration in determining the proposed FY 2026 - 2027 compensation maintenance adjustments for South Texas College.

- **Increase Minimum Hourly Rate** - An analysis of the College's minimum hourly wage was conducted to evaluate a proposed increase to \$16.25 an hour for full-time regular staff. This strategic increase aims to optimize workforce retention and improve the College's pay structure with minimal budgetary impact.
- **Market Comparison and Benchmarking** - Market peer comparisons for base pay were conducted for all South Texas College faculty degree levels and non-faculty (staff) classifications (i.e., administrative, professional, etc.). In addition, non-faculty roles were benchmarked against industry standards, competitors, and reputable sources to ensure that institutional pay grades remain competitive.

As part of this benchmarking process, the following employee groups were further reviewed and aligned to the market for the Proposed Employee Compensation Plan for FY 2025 – 2026:

- ⇒ Faculty
- ⇒ Adjuncts (\$50 increase per LHE)
- ⇒ Classified (staff)

- ⇒ Non-exempt Specialist staff
 - ⇒ Construction Project Managers
 - ⇒ Institutional Research Analysts
 - ⇒ Deans / VPs / AVPs (every three years)
- **Salary Structure Review** - Analysis was performed on the college's structured pay grade system to categorize roles and responsibilities and ensure consistent pay parity across similar job functions. This process also included reviewing salaries within the college to ensure fairness among employees in similar roles, considering factors like experience, education, and institutional retention.
 - **General Pay Increase (GPI)** - On May 26, 2026, the South Texas College Board of Trustees approved a 3% GPI and strategic adjustment to total a 3.8% increase for FY 2026 – 2027, subject to the availability of funding and Board approval of the final budget. The recommended GPI for FY 2026-2027 will play a crucial role in the college's compensation strategy and have significant implications for both employees and the overall success of the College.
 - **Weighted Average for Experience (Staff)** - This year's compensation maintenance review continues incorporating a weighted average experience into the college's compensation plan for all staff pay groups: Executive Administrative Professional (EAP), Technology (TECH), Administrative Technical Support (ATS), and Operation Support (OS) to continue to serve as a strategic approach to employee remuneration that reflects both the quantity and quality of experience. This focus allows the College to maintain parity within its compensation structure while remaining considerate of the varying importance of distinct roles and the depth of experience employees bring to the College.
 - **Board Approved New Positions, Reclassifications, and Other Adjustments** - The FY 2026 - 2027 Employee Compensation Plan includes the New Positions, Reclassifications, and Other Adjustments Board approved on May 26, 2026, and additional requests presented to the Committee on June 9, 2026, subject to Board approval on June 23, 2026.

The methodology for South Texas College's FY 2026 - 2027 compensation maintenance and respective salary increases is designed to promote parity, retention, and motivation among college employees. Administration continuously reviews this methodology to

ensure it remains relevant and effective in achieving the college's goals.

Enclosed Documents

Appendix A – Proposed Employee Compensation Plan for FY 2026 – 2027, included under separate cover.

Funding

The Proposed Employee Compensation Plan for FY 2026 – 2027 is subject to additional modifications due to revised revenue projections, funding availability, and Board approval of the final budget.

Staff Resource

Mary Del Paz, Vice President for Finance and Administrative Services
Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development
Alicia Correa, Director of Human Resources – Benefits and Compensation

Recommendation

The Committee recommends Board approval of the proposed Employee Compensation Plan for FY 2026 - 2027 as presented.

Review and Recommend Action on Change Orders for Contract with Precision Task Group (PTG) / Workday

Purpose To approve Change Order for Contract with Precision Task Group (PTG) / Workday.

Justification To gain approval of one Change Order (#23) for PTG for the following services, not to exceed \$104,916. The additional training credits are needed to help the team develop a stronger understanding of the new Workday software. Providing users with adequate training is essential to ensure they can confidently navigate and use the system effectively. Expanding the available training credits will enable the team to fully utilize the platform’s features and functionalities, resulting in greater efficiency, improved productivity, and more effective day-to-day operations. The additional training credits will be funded by the Finance and Human Resources Workday ERP budget as follows:

Date	Description	Available Budget	Planned Expenses	Revised Available Budget
January 2026	Designation for ERP System	\$ 2,955,200	\$ -	\$ -
March 2026	#21 – PTG Support for integrations, security, presentations, enhancements	\$ -	\$ 355,960	\$ -
March 2026	#22 - Statement of Work -NOE Process in Workday Extend Professional	\$ -	\$ 272,337	\$ -
June 2026	#23 – Workday Training Credits	\$ -	\$ 104,916	\$ -
Total		\$ -	\$ 733,213	\$ -
June 2026 Revised Available Budget		\$ -	\$ -	\$ 2,221,987

Enclosed Documents Appendix B – Change Order

Funding The proposed funding for this expenditure will be taken from the Unrestricted Fund Balance Designation for the Workday ERP System, recently approved in the amount of \$3,195,000, and at a current balance of \$2,326,903.

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 of one Change Order for the estimated upcoming expenses of \$104,916 for the Contract with Precision Task Group (PTG) / Workday as presented.

**ORDER FORM P00566791.0
TO THE TEXAS DEPARTMENT OF INFORMATION RESOURCES CONTRACT
DIR-TSO-4242 (“AGREEMENT”)**

Reseller Name	Precision Task Group, Inc. (hereinafter, the “Reseller”)
Customer Name	South Texas College (hereinafter, the “Customer”)
Workday Entity	Workday, Inc. 6110 Stoneridge Mall Road Pleasanton, CA 94588
Agreement Effective Date	December 10, 2024
Order Effective Date	The later of the dates beneath the parties’ signatures below
Training Credit Order Term	18 months from the Order Effective Date
Currency	USD
Total Training Fees	104,916

Payment #	Payment Due Date	Payment Amount
1	Due in accordance with the Agreement, invoiced upon Order Effective Date	104,916
	Total Payment Amount	104,916

SKU	Training Offering	Rate per Training Credit	Quantity	Total Training Credit Fees
TC	Training Credits	651.65	161	104,916

Customer Contact Information	Billing, In Care of
Contact Name	Mariacarmen Ramirez
Street Address	3201 W Pecan Boulevard
City/Town, State/Region/County, Zip/Post Code, Country	McAllen, TX 78501 US
Phone/Fax #	956-872-4609
Email (required)	mramirez@southtexascollege.edu

This Order Form is valid and binding as of the later of the dates of the parties’ signatures and is subject to and governed by the Agreement and attached Addendum A, Additional Terms Applicable to Training, incorporated herein by reference, for Reseller to resale the Workday Training Offerings hereunder. The parties further agree to the attached Addendum A, Additional Terms Applicable to Training. All remittance advice and invoice inquiries can be directed to accounting@ptg.com.

Signature Page Follows

IN WITNESS WHEREOF, this Order Form is entered into as of the Order Effective Date.

South Texas College

Precision Task Group, Inc.

Signature

Signature

Name

Name

Title

Title

Date Signed

Date Signed

Addendum A

Additional Terms Applicable to Training

- 1. Training Terms.** Each Training Credit may be used for either: (i) one day of in person attendance for one attendee to a Workday classroom training course at a designated Workday facility, (ii) one day of in person attendance for one attendee to a Workday instructor-led onsite training course at a Customer facility (subject to subpart 3 below), or (iii) two days of virtual (online remote) attendance for one registered attendee to a Workday virtual instructor-led training course. The registered attendee shall not permit others to participate. Customer may not register for and apply Training Credits to training until such Training Credits are purchased pursuant to an Order Form. Customer may not retroactively apply subsequently purchased Training Credits to training for which registration occurred before the applicable Order Effective Date. If Customer registers for training without an adequate prepaid Training Credit balance, pricing for purchase of a single Training Credit shall apply. The number of Training Credits required for an attendee to attend a specific course varies by the duration of the course (in days). Specific offerings and the requisite number of Training Credits for attendance are set forth in Workday's current training catalog. Any Customer request for a cancellation of a class enrollment must be submitted as a Training Case via the Customer Center by the Customer Training Coordinator at least seven (7) full calendar days prior to the scheduled start date of the class. Cancellation requests received less than seven (7) calendar days prior to the scheduled start date will not be honored and are subject to the full training fee. Because Training Credits do not expire and sales of Training Credits are used, in part, to project training staffing needs, Workday reserves the right to decline to sell Training Credits grossly in excess of a Customer's anticipated need. Any conversion of unused Training Credits to credits used against professional services uses the price paid for the Training Credits against the then-current prices for the professional services against which the credits are applied.
- 2. Training Credit Bulk Purchase Option.** Workday's discounted bulk purchase rates will be applied to the cumulative number of Training Credits purchased during a rolling 12-month period provided Customer prepays for all such purchases. Discounted rates will not be applied retroactively for previously purchased Training Credits. Any a la carte training purchases, including purchases of courses from the Learning Management System (LMS) course list, will not count toward the cumulative number of Training Credits purchased for the purpose of bulk purchase rates. Rates are as shown in Reseller's Texas DIR Pricing.
- 3. On-Site Training Terms.** On-site training at Customer's site is subject to Workday's approval and the following terms. Customer will provide the required training facility in accordance with the Workday-provided specifications for room set-up, hardware and Internet connectivity requirements. Each attendee will have an individual workstation complete with Internet connectivity. On-site training fees will be billed in advance or Customer may utilize Training Credits purchased on a previous Order Form if fully paid. In-person is not anticipated, however, in addition to the applicable fees for the Training Credits, Customer will be responsible for the reasonable and actual travel and living expenses incurred by the instructor(s) which will be invoiced after the session.. On-site training not completed in the period scheduled will not be refunded, nor will it be applied to any other Workday service offering. The minimum and maximum number of students for any on-site training is thirteen (13) minimum and eighteen (18) maximum.
- 4. "LOD" Learn On-Demand Terms.** The first Learn On-Demand SKU of each Library purchased by Customer is for ten (10) Named Users. Each 5 Additional Users SKU is for five (5) additional Named Users for the stated Library. A Library is a bundle of specific, related training concepts. Library offerings currently include: (i) HCM, (ii) Cross Application Technology, (iii) Financials, (iv) Workday Payroll, and (v) Education & Government. A Named User is an eligible Employee of Customer for which Customer has provided Workday a valid name and e-mail address. Each Named User will be assigned a password granting the Named User access to the LOD. Named Users may not be substituted without the prior written consent of Workday, which will not be unreasonably withheld. Each Named User may access all of the LOD content within a specific Library during the stated number of years above.

- 5. Adoption Kit Terms.** The Adoption Kit includes: (i) all content listed in the applicable overview provided therewith as well as any additional content made generally available by Workday during the Adoption Kit subscription term, (ii) a facilitators guide, (iii) an FAQ, (iv) videos, and (v) sample internal marketing materials. During the Adoption Kit subscription term, Workday hereby grants to Customer a non-exclusive, nontransferable license to use, copy, customize and create derivative works of the Adoption Kits solely for the purpose of internally distributing the relevant Adoption Kit material to promote internal use of the Service by Customer's Employees. Customer shall reproduce all Workday proprietary rights notices and headings on any copies, in the same manner in which such notices were set forth in or on the original. Customer is solely responsible for the accuracy of any modifications or customizations of the Adoption Kits made by it. Subject to Workday's underlying intellectual property rights in the Adoption Kits and the Service, Customer owns all improvements and other materials that Customer may develop, make or conceive, either solely or jointly with others (but not with Workday), whether arising from Customer's own efforts or suggestions received from any source other than Workday, that relate to the Adoption Kits (Adoption Kit Improvements). Customer grants to Workday a royalty-free, irrevocable license to use, copy, distribute, and create derivative works of any and all Adoption Kit Improvements. Customer agrees that Adoption Kit Improvements may include Workday Confidential Information that is subject to the nondisclosure and use restrictions set forth in the End User Terms and Conditions. Customer agrees that it will not assert a claim for, or file suit for, or take any other action in furtherance of any alleged or actual infringement or misappropriation of the rights in or associated with any Adoption Kit Improvements should Workday create similar materials independently.
- 6. Miscellaneous Training Terms.** Workday training is for use by Customer Employees and Authorized Parties only and for purposes consistent with the End User Terms and Conditions. In no event will Customer allow third parties to access or use Workday training or related materials, including, but not limited to, other existing or potential Workday customers or partners. Workday training classes and courses may not be videotaped, recorded, downloaded or duplicated without Workday's prior written consent. A SOW for training is non-cancelable and associated fees are non-refundable and non-transferable. Customer will pay for all classroom and virtual training courses attended by Customer's Employees and Customer's Authorized Parties. Workday may utilize an external learning management system for training enrollment and tracking of course attendance. Customer understands that any such system is not part of the Workday Service.

Review and Recommend Action to Adopt the Second Reading of Local Board Policies Included in Numbered Update 49 and Numbered Update 50

- 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** 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.
- Enclosed Documents** Appendix A – List of Policies
 Appendix B - Policies
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services
 Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development
 Brett Millan, Associate Vice President for Academic Success and Advancement
 Claudia Olivares, Director for Employee Relations and Talent Development
 Alicia Correa, Director for Benefits and Compensations
 Venisa Earhart, Board Relations Administrator
- Recommendation** The Committee recommends Board approval to adopt the Second reading of local board policies listed in Appendix A, as presented, and which supersedes any previously adopted Board policy.

Appendix A

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
Local Governance				
A.	BCE (Local) – Board Internal Organization: Advisory Committees	New	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.

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
B.	BGC (Local) – Administrative Organization: Councils and Faculty Senate	8/26/2025	50	<p>New recommended local policy language addresses SB 37, which establishes the requirements for a Faculty Senate, including requirements related to Membership, Officers, Compensation, Governing Documents, Faculty Senate Meetings, and Communications, as well as the requirement that policies and procedures remain in Harmony with Law.</p> <p>At Removal, recommended language incorporates the requirement from the bill that a member may be removed on recommendation of the provost.</p> <p>The number of representatives of each academic unit that will serve on the faculty senate has been added.</p>
Personnel				
C.	DGBA (Local) – Personnel- Management Relations: Employee Grievances	11/25/2025	50	<p>Language has been reorganized to clarify the structure of grievance processes.</p> <p>The recommended revisions require the college to provide employees with a Notification of Rights on its website.</p> <p>At Formal Process, language has been added to clarify that certain complaints must begin at the board level and to clarify certain filing procedures.</p> <p>Language has been added to clarify the grievance process for Complaints Against Supervisors.</p> <p>Provisions have been added to provide clarity about what the Record includes, to allow a college to Remand a complaint for an incomplete record, and to allow an employee to make an Audio Recording of a hearing under this policy.</p> <p>A cross-reference has been updated to incorporate the reorganization of policies related to security personnel.</p> <p>The grievance filing deadline has been increased from 10 business days to 15 business days. Additional changes have</p>

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
				been made for clarity and to align the policy with applicable law.
Instruction				
D.	EFAA (Local) – Instructional Programs and Courses: Academic Courses	New	50	<p>This new recommended local policy clarifies the process for the development and adoption of a Core Curriculum by the college. It also addresses the SB 37 requirement that the board conduct a comprehensive review of the college's general education curriculum, providing that the review must occur every five years, with more frequent reviews at the board's discretion.</p> <p>It also establishes a process for the submission of an annual update on general education curriculum changes to the board and reflects the board's choice to reserve the right to overturn decisions regarding changes to the Curriculum.</p>
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.

**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.

Purpose
Faculty Senate

The Board recognizes the value of faculty input in institutional governance and academic affairs. ~~A~~The faculty senate, ~~—serving in an advisory capacity, provides a structured mechanism for faculty participation in matters related to curriculum, academic standards, and faculty welfare~~ is the assembly of representatives of the faculty at the College District. The faculty senate shall serve ~~as a formal~~only in an advisory capacity, ~~body to the College District administration, consistent with state law, including Texas Education Code 51.3522 and subsequent amendments under SB 37 (2025).~~ capacity and shall provide a structured mechanism for faculty participation in matters related to the general welfare of the institution.

Authority and Oversight

Only the Board may authorize the establishment or continuation of a faculty senate.

Administrative Procedures

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

- ~~• Structure and size of the senate.~~
- ~~• Membership eligibility and selection.~~
- ~~• Representation and selection: The faculty senate shall consist only of faculty members. Each division shall be represented by at least two faculty members, with total membership not exceeding 60. For every division, one senator shall be appointed annually by the College President from among the elected senators, and the remaining senators shall be elected by the faculty of that division.~~
- ~~• Terms of service and officer appointments.~~
- ~~• Rules governing meetings, transparency, and quorum.~~
- ~~• Advisory scope and limitations.~~
- ~~• Conditions for service and removal.~~
- ~~• Compliance with applicable state laws, including live-streaming, public notice, and recordkeeping requirements.~~

~~These procedures shall ensure the faculty senate operates within the limits of its advisory role, balancing shared governance, and that its role remains consistent with the College District's mission and applicable statutes~~

Membership

Members of the faculty senate must be faculty members. The number of members shall not be more than 60. Each division of the College District shall be represented by at least two members. For each division, one member shall be appointed by the College President, and the remaining member(s) shall be elected by a vote of the faculty of the member's respective division, in accordance with procedures established by the College President or designee.

Term Limits

Appointed
Faculty
Members

A member of the faculty senate appointed by the College President may serve up to six consecutive one-year terms and then may only be reappointed after the second anniversary of the last day of the member's most recent term.

Elected Faculty
Members

An elected member of the faculty senate shall serve a two-year term, staggered in a manner that allows approximately one-half of the elected members to be elected each year, and may only be reelected after the second anniversary of the last day of the member's most recent term.

Removal

A member of the faculty senate may be immediately removed from the faculty senate for:

1. Violating applicable law, College District policy or regulations, or the faculty senate governing documents
2. Failing to attend meetings
3. Engaging in other similar misconduct

A member may be removed on recommendation of the institution's vice president and provost for academic affairs and economic development and approval by the College President.

Officers

The College President shall appoint a presiding officer from the members of the faculty senate to preside over faculty senate meetings and represent the faculty senate in communications with the College District administration. The College President shall also appoint an associate presiding officer and secretary from the membership.

Compensation

Service on the faculty senate is an additional duty of the faculty member's employment. Members of the faculty senate are not entitled to compensation for their role as members of the faculty senate unless the compensation is approved by the College President or designee in accordance with administrative regulations.

<u>Expense Reimbursement</u>	<u>A member of the faculty senate may be reimbursed for reasonable expenses made on behalf of the College District and approved by the College President or designee in accordance with administrative regulations.</u>
<u>Governing Documents</u>	<u>The faculty senate shall adopt a constitution, bylaws, or other governing documents consistent with law, this policy, and associated regulations, including the rules for establishing a quorum.</u>
<u>Faculty Senate Meetings</u>	<u>The College President shall develop regulations addressing faculty senate meeting procedures, in accordance with law.</u>
<u>Notice</u>	<u>No more than seven days before a meeting, the faculty senate shall post on the College District's website:</u> <ol style="list-style-type: none"><u>1. An agenda for the meeting indicating the items that will be discussed or subject to a vote, and</u><u>2. Curriculum proposals to be discussed or voted on at the meeting.</u>
<u>Open Meetings</u>	<u>Meetings at which a quorum is present shall be open to the public.</u>
<u>Meeting Broadcast</u>	<u>The faculty senate shall broadcast a meeting online in accordance with law if more than 50 percent of the faculty senate members are in attendance.</u>
<u>Recording Attendance</u>	<u>The faculty senate shall record the names of members in attendance at a meeting in which the faculty senate conducts business related to a vote of no confidence regarding a College District administrator or policies related to curriculum and academic standards.</u>
<u>Communications</u>	<u>The faculty senate shall not issue any statement or publish a report using the College District's official seal, trademark, or resources funded by the College District on any matter not directly related to the faculty senate's advisory duties.</u>
<u>Harmony with Law</u>	<u>Nothing in this policy or associated regulations may be construed to limit a faculty member from exercising the faculty member's right to freedom of association protected by the U.S. Constitution or Texas Constitution.</u>

Purpose

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

Authority and Oversight

Only the Board may authorize the establishment or continuation of a faculty senate.

Administrative Procedures

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

- Structure and size of the senate.
- Membership eligibility and selection.
- Representation and selection: The faculty senate shall consist only of faculty members. Each division shall be represented by at least two faculty members, with total membership not exceeding 60. For every division, one senator shall be appointed annually by the College President from among the elected senators, and the remaining senators shall be elected by the faculty of that division.
- Terms of service and officer appointments.
- Rules governing meetings, transparency, and quorum.
- Advisory scope and limitations.
- Conditions for service and removal.
- Compliance with applicable state laws, including live-streaming, public notice, and recordkeeping requirements.

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

Faculty Senate

The Board recognizes the value of faculty input in institutional governance and academic affairs. The faculty senate is the assembly of representatives of the faculty at the College District. The faculty senate shall serve only in an advisory capacity, consistent with state law, and shall provide a structured mechanism for faculty participation in matters related to the general welfare of the institution.

Authority and Oversight

Only the Board may authorize the establishment or continuation of a faculty senate.

Membership

Members of the faculty senate must be faculty members. The number of members shall not be more than 60. Each division of the College District shall be represented by at least two members. For each division, one member shall be appointed by the College President, and the remaining member(s) shall be elected by a vote of the faculty of the member's respective division, in accordance with procedures established by the College President or designee.

Term Limits

Appointed Faculty Members

A member of the faculty senate appointed by the College President may serve up to six consecutive one-year terms and then may only be reappointed after the second anniversary of the last day of the member's most recent term.

Elected Faculty Members

An elected member of the faculty senate shall serve a two-year term, staggered in a manner that allows approximately one-half of the elected members to be elected each year, and may only be reelected after the second anniversary of the last day of the member's most recent term.

Removal

A member of the faculty senate may be immediately removed from the faculty senate for:

1. Violating applicable law, College District policy or regulations, or the faculty senate governing documents
2. Failing to attend meetings
3. Engaging in other similar misconduct

A member may be removed on recommendation of the institution's vice president and provost for academic affairs and economic development and approval by the College President.

Officers

The College President shall appoint a presiding officer from the members of the faculty senate to preside over faculty senate meetings and represent the faculty senate in communications with the College District administration. The College President shall also appoint an associate presiding officer and secretary from the membership.

ADMINISTRATIVE ORGANIZATION
COUNCILS AND FACULTY SENATES

BGC
(LOCAL)

Compensation	Service on the faculty senate is an additional duty of the faculty member's employment. Members of the faculty senate are not entitled to compensation for their role as members of the faculty senate unless the compensation is approved by the College President or designee in accordance with administrative regulations.
Expense Reimbursement	A member of the faculty senate may be reimbursed for reasonable expenses made on behalf of the College District and approved by the College President or designee in accordance with administrative regulations.
Governing Documents	The faculty senate shall adopt a constitution, bylaws, or other governing documents consistent with law, this policy, and associated regulations, including the rules for establishing a quorum.
Faculty Senate Meetings	The College President shall develop regulations addressing faculty senate meeting procedures, in accordance with law.
<i>Notice</i>	No more than seven days before a meeting, the faculty senate shall post on the College District's website: <ol style="list-style-type: none">1. An agenda for the meeting indicating the items that will be discussed or subject to a vote; and2. Curriculum proposals to be discussed or voted on at the meeting.
<i>Open Meetings</i>	Meetings at which a quorum is present shall be open to the public.
<i>Meeting Broadcast</i>	The faculty senate shall broadcast a meeting online in accordance with law if more than 50 percent of the faculty senate members are in attendance.
<i>Recording Attendance</i>	The faculty senate shall record the names of members in attendance at a meeting in which the faculty senate conducts business related to a vote of no confidence regarding a College District administrator or policies related to curriculum and academic standards.
Communications	The faculty senate shall not issue any statement or publish a report using the College District's official seal, trademark, or resources funded by the College District on any matter not directly related to the faculty senate's advisory duties.
Harmony with Law	Nothing in this policy or associated regulations may be construed to limit a faculty member from exercising the faculty member's right to freedom of association protected by the U.S. Constitution or Texas Constitution.

**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

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.

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 [CGF](#)]
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]

Notification of Rights

The College District shall inform employees of this policy through appropriate College District publications [and on the College District's website.](#)

Informal Process

The Board encourages employees to discuss their concerns with the employee's chain of command, starting with the employee's immediate supervisor, 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, vice president).

Concerns should be expressed as soon as possible to allow for open dialogue and early resolution at the lowest possible supervisory level.

Informal resolution should not extend any deadlines in this policy, except by mutual written consent.

Informal resolution does not require the completion of an employee complaint form, nor submission to HR.

Formal Process

An employee may initiate the formal process described below by filing a written complaint form within ~~40~~¹⁵ 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 complaint or grievance.

~~If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.~~

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.

Option to Continue Informal Process

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.~~

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.

~~Informal resolution does not require the completion of an Employee Complaint Form, nor submission 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 Supervisors

Complaints alleging a violation of law by a supervisor may be made through the employee's chain of command with the authority to remedy the alleged problem 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.~~

Complaints Against College President or Board Member

If the subject matter of the complaint requires a Board decision, is a complaint about a Board member, or is a complaint about the College President, the complaint shall be initiated at the Board level. A preliminary hearing to develop review of a record or recommendation for the Board ~~the grievance may be conducted by an appropriate administrator.~~

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 ~~of~~ Vice Chair will undertake a process to resolve the complaint and share the complaint with the rest of the ~~board~~ Board within 72 hours. The Chair or Vice Chair may use ~~College Attorneys~~ college attorneys to share the complaint with the rest of the ~~board~~ 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~~ may consult with Board ~~Counsel~~ 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.

**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.

**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]~~
- ~~2.1. Complaints alleging certain forms of harassment, including harassment by a supervisor and violations of Title VII. [See DIAA and DIAB]~~
- ~~3.1. 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**]~~
- ~~5.1. Complaints concerning an employment preference for former foster children. [See DC]~~
- ~~6.1. Complaints arising from the dismissal of term contract faculty members. [See DMAA]~~
- ~~7.1. 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.

[Complaint and Appeal Forms](#)

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 record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

PERSONNEL-MANAGEMENT RELATIONS
EMPLOYEE GRIEVANCES

DGBA
(LOCAL)

Days	<p>“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.</p>
Representative	<p>“Representative” means<u>shall mean</u> any person or an organization that is designated by the employee to represent him or her<u>the employee</u> in the complaint process.</p> <p>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.</p> <p>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.</p>
Consolidating Complaints	<p>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.</p> <p>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.</p>
Time Limits and Cost	<p>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.</p>
<u>Costs Incurred</u>	<p>Each party shall pay its own costs incurred during the course of the grievance, including attorney fees.</p>
<u>Record</u>	<p><u>A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the employee who filed the complaint, documents determined relevant by College District personnel, and the decision.</u></p>
<u>Remand</u>	<p><u>A complaint or appeal form that is incomplete in any material aspect shall be refiled, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint.</u></p>

If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.

Other Grievance Provisions

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, Level Two, or Level Three 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.

Investigation

The College District may conduct an investigation at any level in the complaint process. If the College District and the employee mutually agree, all deadlines shall be suspended during an investigation.

Audio Recording

As provided by law, an employee shall be permitted to make an audio recording of a hearing under this policy at which the substance of the employee's complaint is discussed. The employee shall notify all attendees present that an audio recording is taking place.

Grievance Process

Level One

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 or Level Three, as appropriate.

The Level One procedure is as follows:

PERSONNEL-MANAGEMENT RELATIONS
EMPLOYEE GRIEVANCES

DGBA
(LOCAL)

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 20 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

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~~ considered 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.~~

Level Three

~~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 ~~or~~ if the employee's supervisor is a vice president or the employee's respective department does not have a vice president ~~and the complaint is not resolved to the employee's satisfaction at Level One~~, 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 Two. The employee shall provide a clear and concise statement detailing the reason(s) why the Level Two 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~~ If the employee who did not receive the relief requested at Level Three or if the time for a response has exhausted the procedures in this policy from addressing expired, the employee may appeal the decision to 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.~~

~~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, Level Two, or Level Three 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.~~

Markup

**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 the employees' chain of command, starting with the employees' immediate supervisor, 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, vice president).

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 an employee complaint form nor submission to human resources (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 72 hours. The Chair or vice chair may use College District 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 CGF]
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 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.

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

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 or Level Three, 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 20 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

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.

Level Three

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 Two. The employee shall provide a clear and concise statement detailing the reason(s) why the Level Two 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.

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, Level Two, or Level Three 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.

Current

**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.

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.

**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 CGF]
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]

Notification of Rights

The College District shall inform employees of this policy through appropriate College District publications and on the College District's website.

Informal Process

The Board encourages employees to discuss their concerns with the employee's chain of command, starting with the employee's immediate supervisor, 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, vice president).

Concerns should be expressed as soon as possible to allow for open dialogue and early resolution at the lowest possible supervisory level.

Informal resolution should not extend any deadlines in this policy, except by mutual written consent.

Informal resolution does not require the completion of an employee complaint form, nor submission to HR.

Formal Process

An employee may initiate the formal process described below by filing a written complaint form within 15 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 complaint or grievance.

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.

Option to Continue Informal Process

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.

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.

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 Supervisors

Complaints alleging a violation of law by a supervisor may be made through the employee's chain of command with the authority to remedy the alleged problem

PERSONNEL-MANAGEMENT RELATIONS
EMPLOYEE GRIEVANCES

DGBA
(LOCAL)

**Complaints Against
College President or
Board Member**

If the subject matter of the complaint requires a Board decision, is a complaint about a Board member, or is a complaint about the College President, the complaint shall be initiated at the Board level. A preliminary review of the grievance may be conducted by an appropriate administrator.

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 72 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 may 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.

**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.

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.

PERSONNEL-MANAGEMENT RELATIONS
EMPLOYEE GRIEVANCES

DGBA
(LOCAL)

Complaint and
Appeal Forms

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.

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 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" shall mean any person or an organization that is designated by the employee to represent the employee 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

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.

Costs Incurred

Each party shall pay its own costs incurred during the course of the grievance, including attorney fees.

Record

A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the employee who filed the complaint, documents determined relevant by College District personnel, and the decision.

Remand

A complaint or appeal form that is incomplete in any material aspect shall be refiled, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint.

If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.

Other Grievance
Provisions

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 per-

son 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, Level Two, or Level Three 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.

Investigation

The College District may conduct an investigation at any level in the complaint process. If the College District and the employee mutually agree, all deadlines shall be suspended during an investigation.

Audio Recording

As provided by law, an employee shall be permitted to make an audio recording of a hearing under this policy at which the substance of the employee's complaint is discussed. The employee shall notify all attendees present that an audio recording is taking place.

Grievance Process

Level One

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 or Level Three, 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 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 20 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

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 considered 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.

Level Three

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 Two. The employee shall provide a clear and concise statement detailing the reason(s) why the Level Two 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.

**Public Comment to
the Board**

If the employee did not receive the relief requested at Level Three or if the time for a response has expired, the employee may appeal the decision to the Board at a 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]

Core Curriculum	The College District is responsible for the development of its core curriculum, subject to the approval of the College President and the Board.
General Education Curriculum Review	“General education curriculum” means a core curriculum and any other curriculum or competency all undergraduate students of the College District are required to complete before receiving an undergraduate degree.
Comprehensive Review	<p>The Board shall comprehensively review the College District’s general education curriculum every five years but may review it more frequently at the Board’s discretion. The Board shall consider the potential costs the curriculum may impose on students and ensure courses in the curriculum:</p> <ol style="list-style-type: none">1. Are foundational and fundamental to a sound postsecondary education;2. Are necessary to prepare students for civic and professional life;3. Equip students for participation in the workforce and in the betterment of society;4. Ensure a breadth of knowledge in compliance with applicable accreditation standards; and5. Meet any other relevant criteria, as determined by the Board.
Review of Curriculum Changes	The College President or designee shall annually submit an update regarding any changes to the College District’s general education curriculum to the Board 45 days before submitting changes to the Coordinating Board, or July 15, whichever is earlier. The Board may overturn any decision regarding changes to the general education curriculum.
Advisory Committee	The Board may appoint a committee to assist in its review of the general education curriculum. Members of the committee may include full-time faculty, College District administrators, community leaders, industry representatives, and other individuals selected by the Board.

**Review and Discussion of First Reading of Local Board Policies Included in
 Numbered Update 50 and Numbered Update 51**

- 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** 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.
- Enclosed Documents** Appendix A – List of Policies
 Appendix B - Policies
- Staff Resource** Venisa Earhart, Board Relations Administrator
 Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development
 Christina Cavazos, Associate Dean for Curriculum, Planning and Compliance
 Matthew Hebbard, Vice President for Student Affairs and Enrollment Management
- 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	TASB Update	TASB and Other Explanatory Notes
Local Governance				
A.	BBC (Local) – Board Members: Vacancies and Removal from Office	New	51	The recommended local policy addresses the process for filling a board vacancy in a single-member district. Existing law requires the board to appoint an individual to fill the vacancy. The policy provides Appointment Procedures, including procedures addressing a Call for Applications, Review of Applications, and Selection of an applicant, and clarifies an appointed board member’s Duration of Appointment.

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
Instruction				
B.	EFB (Local) – Curriculum Design: Degrees and Certificates	3/26/2024	50	Recommended revisions incorporate SB 37, requiring the college’s chief executive officer to develop procedures addressing a Low-Enrollment Certificate Program Review.
Students				
C.	FDA (Local) – Tuition and Fees: Residency	1/30/2024	51	The title of the Residence Status Determination Official has been updated to reflect newly adopted Coordinating Board rules related to residency determinations.
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 MEMBERS
VACANCIES AND REMOVAL FROM OFFICE

BBC
(LOCAL)

Filling a Vacancy

When a vacancy occurs on the Board, the Board shall fill the position by appointment, in accordance with law and the appointment procedures below, within 180 days, but, if determined necessary by the Board, the Board may extend the deadline to fill the vacancy. In any event, the Board shall fill the vacancy before the position's term expires.

*Exception for
Involuntary
Removal from
Office*

If a Board member is removed from office in accordance with law, the Board shall appoint a candidate to fill the vacancy at the first regularly scheduled Board meeting following the removal. The Board may adjust the deadlines described by this policy as necessary to satisfy this timeline.

*Appointment
Procedures*

To fill a vacancy by appointment, the Board shall accept applications from prospective candidates. The Board shall establish the requirements and deadline for submitting an application.

*Call for
Applications*

The Board shall, for at least 14 days, post a call for applications on the College District's website. Additionally, the Board shall publicize the call for applications in any other manner the Board determines best suited to reach the highest number of eligible candidates.

The call for applications must include the applicant eligibility requirements and the requirements and deadline for submission of an application.

*Review of
Applications*

At a regularly scheduled Board meeting following the application deadline or at a special meeting called for that purpose, the Board shall review the applications and may interview select applicants.

Alternatively, the Board may form a Board committee to assess the applicants and recommend an applicant or applicants for consideration by the Board. [See BCB]

Selection

An applicant must receive the affirmative vote of a majority of Board members to be appointed to the Board.

*Duration of
Appointment*

An appointed Board member shall serve for the unexpired term.

**Degrees,
Certificates, and
Awards**

The Board shall determine the types of degrees and certificates to be awarded by the College District. The degrees and certificates offered by the College District and the associated recommended course sequences developed by the College District administration, faculty, and staff shall be described in the College District catalog and on the College District website.

**Low-Enrollment
Certificate Program
Review**

The College President shall develop procedures for reviewing certificate programs with low enrollment that may require consolidation or elimination. The criteria for review must require that certificate programs have specific industry data to substantiate workforce demand to avoid consideration for consolidation or elimination. The College President shall conduct a review once every five years.

The Board shall approve or deny any decision made by the College President to consolidate or eliminate a certificate program as a result of the review.

**Semester Credit
Hours**

The College District employs sound and accepted practices for determining the amount and level of credit awarded for courses. The College District adheres to the Texas Lower Division Academic Course Guide Manual for academic transfer courses and the Texas Workforce Education Course Manual for technical courses to determine the amount and level of credit awarded for all courses whether face-to-face, online, hybrid, competency-based, or other delivery modes.

The semester credit hour provides the basis for measuring the amount of engaged learning time expected of a typical student enrolled in traditional classroom settings and in laboratories, internships, studios, clinicals, practicums, and cooperative education experiences and in distance and competency-based education. The value of a credit hour can be determined by contact time, educational experience, mastery of competency, and out-of-class preparation by the student.

A semester credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement, for the various modes of instruction offered at the College District, in accordance with the following:

1. ~~For traditionally~~Traditionally delivered courses during traditional long semesters, shall meet not less than one hour each week during a traditional long semester, approximately 16 weeks. This includes not less than one hour each week for approximately 15 weeks of direct faculty instruction, a minimum of two hours of out-of-class student work each week for

each credit hour; plus additional contact hours for a final examination or final experience.

2. Face-to-face courses offered in less than a 16-week semester will consist of the same number of class contact hours and have the same learner outcomes and quality of instruction as 16-week semester courses.
3. At least an equivalent amount of work is required for other academic activities, including laboratories, internships, studios, clinicals, practicums, cooperative education experiences, and other academic work that leads to the award of credit.
4. Online, hybrid, competency-based, and other nontraditional modes of delivery may not meet the contact hours assigned above. In such instances, the semester credit hour is based upon the learning outcomes, competency mastery, and estimated contact hours required to successfully meet those outcomes. Faculty review these courses to ensure that the learning outcomes and quality of instruction are equivalent to traditionally delivered courses.
5. In determining the amount of coursework to achieve learning competencies and outcomes, the College District takes into account and considers alternative delivery methods, measurements of student work, academic calendars, disciplines, and degree levels.
6. These definitions and this policy pertain to all courses offered by the College District regardless of location or mode of delivery.

**Degrees,
Certificates, and
Awards**

The Board shall determine the types of degrees and certificates to be awarded by the College District. The degrees and certificates offered by the College District and the associated recommended course sequences developed by the College District administration, faculty, and staff shall be described in the College District catalog and on the College District website.

**Semester Credit
Hours**

The College District employs sound and accepted practices for determining the amount and level of credit awarded for courses. The College District adheres to the Texas Lower Division Academic Course Guide Manual for academic transfer courses and the Texas Workforce Education Course Manual for technical courses to determine the amount and level of credit awarded for all courses whether face-to-face, online, hybrid, competency-based, or other delivery modes.

The semester credit hour provides the basis for measuring the amount of engaged learning time expected of a typical student enrolled in traditional classroom settings and in laboratories, internships, studios, clinicals, practicums, and cooperative education experiences and in distance and competency-based education. The value of a credit hour can be determined by contact time, educational experience, mastery of competency, and out-of-class preparation by the student.

A semester credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement, for the various modes of instruction offered at the College District, in accordance with the following:

1. For traditionally delivered courses during traditional long semesters, meet not less than one hour each week during a traditional long semester, approximately 16 weeks. This includes not less than one hour each week for approximately 15 weeks of direct faculty instruction, a minimum of two hours of out-of-class student work each week for each credit hour; plus additional contact hours for a final examination or final experience.
2. Face-to-face courses offered in less than a 16-week semester will consist of the same number of class contact hours and have the same learner outcomes and quality of instruction as 16-week semester courses.
3. At least an equivalent amount of work is required for other academic activities, including laboratories, internships, studios, clinicals, practicums, cooperative education experiences, and other academic work that leads to the award of credit.

4. Online, hybrid, competency-based, and other nontraditional modes of delivery may not meet the contact hours assigned above. In such instances, the semester credit hour is based upon the learning outcomes, competency mastery, and estimated contact hours required to successfully meet those outcomes. Faculty review these courses to ensure that the learning outcomes and quality of instruction are equivalent to traditionally delivered courses.
5. In determining the amount of coursework to achieve learning competencies and outcomes, the College District takes into account and considers alternative delivery methods, measurements of student work, academic calendars, disciplines, and degree levels.
6. These definitions and this policy pertain to all courses offered by the College District regardless of location or mode of delivery.

Current

**Degrees,
Certificates, and
Awards**

The Board shall determine the types of degrees and certificates to be awarded by the College District. The degrees and certificates offered by the College District and the associated recommended course sequences developed by the College District administration, faculty, and staff shall be described in the College District catalog and on the College District website.

**Low-Enrollment
Certificate Program
Review**

The College President shall develop procedures for reviewing certificate programs with low enrollment that may require consolidation or elimination. The criteria for review must require that certificate programs have specific industry data to substantiate workforce demand to avoid consideration for consolidation or elimination. The College President shall conduct a review once every five years.

The Board shall approve or deny any decision made by the College President to consolidate or eliminate a certificate program as a result of the review.

**Semester Credit
Hours**

The College District employs sound and accepted practices for determining the amount and level of credit awarded for courses. The College District adheres to the Texas Lower Division Academic Course Guide Manual for academic transfer courses and the Texas Workforce Education Course Manual for technical courses to determine the amount and level of credit awarded for all courses whether face-to-face, online, hybrid, competency-based, or other delivery modes.

The semester credit hour provides the basis for measuring the amount of engaged learning time expected of a typical student enrolled in traditional classroom settings and in laboratories, internships, studios, clinicals, practicums, and cooperative education experiences and in distance and competency-based education. The value of a credit hour can be determined by contact time, educational experience, mastery of competency, and out-of-class preparation by the student.

A semester credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement, for the various modes of instruction offered at the College District, in accordance with the following:

1. Traditionally delivered courses during traditional long semesters shall meet not less than one hour each week during a traditional long semester, approximately 16 weeks. This includes not less than one hour each week for approximately 15 weeks of direct faculty instruction, a minimum of two hours of out-of-class student work each week for each credit hour; plus additional contact hours for a final examination or final experience.

2. Face-to-face courses offered in less than a 16-week semester will consist of the same number of class contact hours and have the same learner outcomes and quality of instruction as 16-week semester courses.
3. At least an equivalent amount of work is required for other academic activities, including laboratories, internships, studios, clinicals, practicums, cooperative education experiences, and other academic work that leads to the award of credit.
4. Online, hybrid, competency-based, and other nontraditional modes of delivery may not meet the contact hours assigned above. In such instances, the semester credit hour is based upon the learning outcomes, competency mastery, and estimated contact hours required to successfully meet those outcomes. Faculty review these courses to ensure that the learning outcomes and quality of instruction are equivalent to traditionally delivered courses.
5. In determining the amount of coursework to achieve learning competencies and outcomes, the College District takes into account and considers alternative delivery methods, measurements of student work, academic calendars, disciplines, and degree levels.
6. These definitions and this policy pertain to all courses offered by the College District regardless of location or mode of delivery.

**Residence Status
Determination
Official**

The Board shall designate a residence **status** determination official for the College District. The legal residence of each applicant, for tuition purposes, shall be determined by the residence **status** determination official in accordance with procedures adopted for that purpose to comply with state law.

Markup

The Board shall designate a residence determination official for the College District. The legal residence of each applicant, for tuition purposes, shall be determined by the residence determination official in accordance with procedures adopted for that purpose to comply with state law.

Current

**Residence Status
Determination
Official**

The Board shall designate a residence status determination official for the College District. The legal residence of each applicant, for tuition purposes, shall be determined by the residence status determination official in accordance with procedures adopted for that purpose to comply with state law.

NEW



Supporting Documentation

Review and Action as Necessary on the Award of Proposals and Approval of Purchases, Purchase Renewals, and Renewals

TABLE OF CONTENTS

Items	Attached Documents
Award of Proposals	
1) Pecan Campus – Continuing Education and Testing Center Building A – Audiovisual Equipment and Installation	1) Summary – Price
2) Pecan Campus – Cooper Center Building L Expansion – Audiovisual Equipment and Installation	2) Summary – Price
3) Pecan Campus – Kinesiology and Wellness Center Building Q – Audiovisual Equipment and Installation	3) Summary – Price
Purchases	
4) Admission Assessment Exams	4) Summary – Price
5) Building Automation Control Equipment, Parts, and Equipment Maintenance	5) Summary – Price
6) Chiller Chemicals and Maintenance	6) Summary – Price
7) Computers, Laptops, Tablets, and Monitors	7) Summary – Price
8) Furniture	8) Summary – Price
9) In-Store Materials and Supplies	9) Summary – Price
10) Network Equipment, Licenses, and Accessories	10) Summary – Price
11) Maintenance Parts and Lab Supplies	11) Summary – Price
12) Testing Materials	12) Summary – Price
Purchase Renewals	
13) Elevator Maintenance and Repair Agreement	13) Summary – Price
Renewals	
14) Advertising Services a. Buena Aventura, LLC/ dba Mega Doctor News b. Buena Aventura, LLC/ dba Texas Border Business c. Chatterbox Ads d. Elite Promotions e. Energy Communications Corp. f. Entravision Communications g. GC Publishing, LLC/ dba Edible Rio Grande Valley h. I Heart Media, Inc. i. Image House Media, LLC/ dba ImageHouse j. Lamar Advertising k. Mobile Video Tapes / KRGV Channel 5 l. National CineMedia, LLC m. NBCUniversal, LLC/ Telemundo Rio Grande Valley	14) N/A

TABLE OF CONTENTS (continued)

Items	Attached Documents
<ul style="list-style-type: none"> n. Nexstar Media, Inc. o. Progress Times p. Radio United, LLC q. RGVision Publications r. Starr County Town Crier s. Steel Digital Studios, Inc./dba Steel Advertising t. VBR Media, LLC 	
15) Campus Coffee Shop a. Commonsense Concept Store, LLC	15) N/A
16) Campus Dining and Food Trucks – Starr County Campus a. D.A. Restaurant Group, Inc.	16) N/A
17) Custodial Supplies a. Gulf Coast Paper, Co. b. Brady Plus c. CC Distributors, Inc. d. Rio Paper & Supply, LLC	17) N/A
18) Digital Advertising Services a. ReachLocal/dba LocaliQ b. Entravision Communications c. Mobile Video Tapes / KRGV Channel 5 d. Radio United, LLC e. San Antonio Television, LLC/ dba AMP Sales & Marketing Solutions	18) N/A
19) Grounds Maintenance a. TLC - Total Lawn Care Service LLC	19) N/A
20) Mail Services a. Upper Valley Mail Services, LLC	20) N/A
21) Maintenance and Repair Parts, Materials, and Supplies a. Baker Distributing Company, LLC b. Burton Companies c. Bush Supply Company d. Central Plumbing & Electric Supply e. Continental Battery Company f. Dealers Electrical Supply, Co. g. Fairway Supply, Inc. h. Guthrie's Safe & Lock i. Interstate Battery System of the Rio Grande Valley j. John W. Gasparini, Inc./ dba Mark's Plumbing Parts	21) N/A

TABLE OF CONTENTS
(continued)

Items	Attached Documents
k. Johnstone Supply l. Lewis Electrical Motors and Pumps m. Luna Glass, LLC n. Matt's Building Materials o. Mission Auto Electric, Inc./ dba MAE Power Equipment p. Texas Air Products q. Texas Wood Supply/ South Texas Moulding r. The Pittsburgh Paints Company s. The Sherwin-Williams Company t. Triple-S Steel Supply, LLC/ dba Alamo Iron Works u. United Welding Supply, LLC v. Winsupply	

SOUTH TEXAS COLLEGE
1. PECAN CAMPUS - CONTINUING EDUCATION AND TESTING CENTER BUILDING A - AUDIOVISUAL EQUIPMENT AND INSTALLATION
PROJECT NO. 25-26-1053

VENDOR		Audio Visual Aids Company, LLC	Bluum USA, Inc.	Buckeye Technology Solutions, LLC/ dba CCS Presentation Systems	E-Logic, Inc.	JSJ Rodriguez, Inc./ dba Tele-Pro Communications	Technology Providers, Inc.
ADDRESS		2903 N Flores St	1771 Energy Park Dr Ste 100	20212 Hempstead Rd Bldg 1	1025 Connecticut Ave NW Ste 1000	12005 N Bryan Rd	5402 S 40th St Ste 1
CITY/STATE/ZIP		San Antonio, TX 78212	St. Paul, MN 55108	Houston, TX 77065	Washington, DC 20036	Mission, TX 78573	Phoenix, AZ 85040
PHONE		800-422-1282	800-352-7912	281-881-3455	202-499-7837	614-582-1443	602-877-0099
CONTACT		Ernest Mendez	Mindy Baggett	Dominic Barrientez	Dessire Flores	Tara Masters	Danyelle Racine
#	Description	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed
1	Pecan Campus – Continuing Education and Testing Center Building A – Audiovisual Equipment and Installation	\$ 257,043.92	\$ 245,557.46	\$ 286,363.35	\$ 430,072.36	\$ 274,241.67	\$ 423,963.98
TOTAL PROPOSAL AMOUNT		\$ 257,043.92	\$ 245,557.46	\$ 286,363.35	\$ 430,072.36	\$ 274,241.67	\$ 423,963.98
2	Pecan Campus – Continuing Education and Testing Center Building A – Audiovisual Equipment and Installation Proposed Project Amount Excluding Lines 1 and 6	\$ 228,461.54	\$ 220,671.08	\$ 257,524.78	\$ 396,731.20	\$ 246,047.12	\$ 298,711.10
TOTAL ADJUSTED PROPOSAL AMOUNT		\$ 228,461.54	\$ 220,671.08	\$ 257,524.78	\$ 396,731.20	\$ 246,047.12	\$ 298,711.10
TOTAL EVALUATION POINTS		96.31	88.00	88.48	69.36	90.16	73.74
RANKING		1	4	3	6	2	5

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

Note: Proposal project lines 1 and 6 are included within the General Contractor's scope of work and are therefore not considered.

SOUTH TEXAS COLLEGE
1. PECAN CAMPUS - CONTINUING EDUCATION AND TESTING CENTER BUILDING A - AUDIOVISUAL EQUIPMENT AND INSTALLATION
PROJECT NO. 25-26-1053
EVALUATION SUMMARY

VENDOR		Audio Visual Aids Company, LLC		Bluum USA, Inc.		Buckeye Technology Solutions, LLC/ dba CCS Presentation Systems		E-Logic, Inc.		JSJ Rodriguez, Inc./ dba Tele-Pro Communications		Technology Providers, Inc.	
ADDRESS		2903 N Flores St		1771 Energy Park Dr Ste 100		20212 Hempstead Rd Bldg 1		1025 Connecticut Ave NW Ste 1000		12005 N Bryan Rd		5402 S 40th St Ste 1	
CITY/STATE/ZIP		San Antonio, TX 78212		St. Paul, MN 55108		Houston, TX 77065		Washington, DC 20036		Mission, TX 78573		Phoenix, AZ 85040	
PHONE		210-732-1234		800-352-7912		281-881-3455		202-499-7837		614-582-1443		602-877-0099	
CONTACT		Diana Diaz		Mindy Baggett		Dominic Barrientez		Dessire Flores		Tara Masters		Danyelle Racine	
1	The purchase price. (up to 42 points)	40.56	40.56	42	42	35.98	35.98	23.36	23.36	37.66	37.66	23.24	23.24
		40.56		42		35.98		23.36		37.66		23.24	
		40.56		42		35.98		23.36		37.66		23.24	
		40.56		42		35.98		23.36		37.66		23.24	
2	The reputation of the vendor and the vendor's goods or services. (up to 15 points)	15	14.75	15	13.25	15	13.5	15	13.25	15	14	15	13
		14		13		13		13		13			
		15		13		13		13		13			
		15		12		13		12		15			
3	The quality of the vendor's goods or services. (up to 14 points)	14	13.75	14	13.25	14	13.5	14	13.25	14	13.75	14	13
		13		13		13		13		13			
		14		14		14		14		14			
		14		12		13		12		14			
4	The extent to which the goods or services meet the district's needs. (up to 20 points)	20	19.25	18	17.5	18	17.5	18	17.5	18	16.5	18	17.5
		19		18		18		18		17			
		18		16		16		16		15			
		20		18		18		18		16			
5	The vendor's past relationship with the district. (up to 3 points)	3	3	2	2	2	2	2	2	2	2	2	2
		3		2		2		2		1			
		3		2		2		2		2			
		3		2		2		2		3			
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0	1	1	0	0	1	1	0	0
		0		0		1		0		1			
		0		0		1		0		1			
		0		0		1		0		1			
7	For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner. (up to 5 points)	5	5	0	0	5	5	0	0	5	5	5	5
		5		0		5		0		5			
		5		0		5		0		5			
		5		0		5		0		5			
TOTAL EVALUATION POINTS		96.31		88		88.48		69.36		89.91		73.74	
RANKING		1		4		3		6		2		5	

The Director of Purchasing has reviewed all the responses and evaluations completed.
 *The proposal criteria follows in the packet for further explanation of each criteria.

SOUTH TEXAS COLLEGE
1. PROPOSAL CRITERIA - PRODUCT AND SERVICE

		Product and Service	
		Points	Score Key
1	Criterion 1: The purchase price a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	42	
2	Criterion 2: The reputation of the vendor and of the vendor's goods or services a. Number of Years in Business b. References (similar projects) c. Services/Installation d. Professional Licenses/Certifications	15	13-15 8-12 3-7 0-2 Excellent Acceptable Marginal Poor/No Response
3	Criterion 3: The quality of the vendor's goods or service a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	14	13-14 9-12 3-8 0-2 Excellent Acceptable Marginal Poor/No Response
4	Criterion 4: The extent to which the goods or services meet the district's needs a. Time Frame to complete the project b. Delivery Time Frame of product(s) c. Number of staff d. Meet or exceed the specifications	20	16-20 11-15 6-10 0-5 Excellent Acceptable Marginal Poor/No Response
5	Criterion 5: The vendor's past relationship with the district a. Quality of Past Performances with STC ****New Vendors will receive two points	3	3 2 1 0 Excellent Acceptable/New Vendor Marginal Poor/No Response
6	Criterion 6: The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses a. Provided the Certification	1	1 0 Yes No
7	Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services; and a. Annual Escalation Increase b. Annual Maintenance Cost		Up to 5 points will be used from the purchase price if applicable
8	Criterion 8: For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner: a. Has its place of business in this state; or b. Employs at least 500 persons in this state.	5	5 0 Yes No
9	Criterion 9: Any other relevant factor specifically listed in the request for bids or proposals a. Financial Standing b. Potential or Pending Sale of Business c. SAS 70 d. Red Flag Rules e. Gramm-Leach-Bliley Act		Up to 5 points will be used from the purchase price if applicable
Total Points		100	

Definitions of evaluation terms:

SOUTH TEXAS COLLEGE
2. PECAN CAMPUS - COOPER CENTER BUILDING L EXPANSION - AUDIOVISUAL EQUIPMENT AND INSTALLATION
PROJECT NO. 25-26-1052

VENDOR		Audio Visual Aids Company, LLC	Bluum USA, Inc.	Buckeye Technology Solutions, LLC/ dba CCS Presentation Systems	E-Logic, Inc.	Howard Industries, Inc.	JSJ Rodriguez, Inc./ dba Tele-Pro Communications	Technology Providers, Inc.
ADDRESS		2903 N Flores St	1771 Energy Park Dr Ste 100	20212 Hempstead Rd Bldg 1	1025 Connecticut Ave NW Ste 1000	36 Howard Dr	12005 N Bryan Rd	5402 S 40th St Ste 1
CITY/STATE/ZIP		San Antonio, TX 78212	St. Paul, MN 55108	Houston, TX 77065	Washington, DC 20036	Ellisville, MS 39437	Mission, TX 78573	Phoenix, AZ 85040
PHONE		210-732-1234	800-352-7912	281-881-3455	202-499-7837	601-425-3181	614-582-1443	602-877-0099
CONTACT		Diana Diaz	Mindy Baggett	Dominic Barrientez	Dessire Flores	Brandey Boyd	Tara Masters	Danyelle Racine
#	Description	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed
1	Pecan Campus – Cooper Center Building L Expansion – Audiovisual Equipment and Installation	\$ 100,335.19	\$ 105,184.01	\$ 110,875.07	\$ 190,781.50	\$ 107,209.00	\$ 108,130.40	\$ 180,017.73
TOTAL PROPOSAL AMOUNT		\$ 100,335.19	\$ 105,184.01	\$ 110,875.07	\$ 190,781.50	\$ 107,209.00	\$ 108,130.40	\$ 180,017.73
2	Pecan Campus – Cooper Center Building L Expansion – Audiovisual Equipment and Installation Proposed Amount Excluding Project Lines 52 and 53	\$ 96,540.15	\$ 103,572.69	\$ 109,134.05	\$ 186,651.50	\$ 105,593.00	\$ 106,408.10	\$ 176,364.91
TOTAL ADJUSTED PROPOSAL AMOUNT		\$ 96,540.15	\$ 103,572.69	\$ 109,134.05	\$ 186,651.50	\$ 105,593.00	\$ 106,408.10	\$ 176,364.91
TOTAL EVALUATION POINTS		97.25	85.64	90.15	68.72	87.89	91.85	74.24
RANKING		1	4	3	6	3	2	5

The Director of Purchasing has reviewed all the responses and evaluations completed.
Note: Proposal project lines 52 and 53 were not considered, therefore will be procured at a later date.

SOUTH TEXAS COLLEGE
2. PECAN CAMPUS - COOPER CENTER BUILDING L EXPANSION - AUDIOVISUAL EQUIPMENT AND INSTALLATION
PROJECT NO. 25-26-1052
EVALUATION SUMMARY

VENDOR		Audio Visual Aids Company, LLC	Bluum USA, Inc.	Buckeye Technology Solutions, LLC./ dba CCS Presentation Systems	E-Logic, Inc.	Howard Industries, Inc.	JSJ Rodriguez, Inc./ dba Tele-Pro Communications	Technology Providers, Inc.
ADDRESS		2903 N Flores St	1771 Energy Park Dr Ste 100	20212 Hempstead Rd Bldg 1	1025 Connecticut Ave NW Ste 1000	36 Howard Drive	12005 N Bryan Rd	5402 S 40th St Ste 1
CITY/STATE/ZIP		San Antonio, TX 78212	St. Paul, MN 55108	Houston, TX 77065	Washington, DC 20036	Ellisville, MS 39437	Mission, TX 78573	Phoenix, AZ 85040
PHONE		210-732-1234	800-352-7912	281-881-3455	202-499-7837	(601) 425-3181	614-582-1443	602-877-0099
CONTACT		Diana Diaz	Mindy Baggett	Dominic Barrientez	Dessire Flores	Brandy Boyd	Tara Masters	Danyelle Racine
1	The purchase price. (up to 42 points)	42	39.14	37.15	21.72	38.39	38.10	22.99
		42	39.14	37.15	21.72	38.39	38.10	22.99
		42	39.14	37.15	21.72	38.39	38.10	22.99
		42	39.14	37.15	21.72	38.39	38.10	22.99
2	The reputation of the vendor and the vendor's goods or services. (up to 15 points)	13	14	12	12	13	13	13
		15	13	15	15	15	15	15
		14	13	13	13	13	13	13
		15	12	13	12	15	15	11
3	The quality of the vendor's goods or services. (up to 14 points)	14	14	14	14	14	14	14
		14	14	14	14	14	14	14
		13	13	13	13	13	13	13
		14	12	13	12	14	14	11
4	The extent to which the goods or services meet the district's needs. (up to 20 points)	18	19	19	19	19	19	19
		20	18	18	20	20	18	18
		19	18	18	18	18	18	18
		20	18	18	18	18	16	18
5	The vendor's past relationship with the district. (up to 3 points)	3	2	2	2	3	3	2
		3	2	2	2	3	2	2
		3	2	2	2	3	1	2
		3	2	2	2	3	3	2
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	1	0	0	1	0
		0	0	1	0	0	1	0
		0	0	1	0	0	1	0
		0	0	1	0	0	1	0
7	For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner. (up to 5 points)	5	0	5	0	0	5	5
		5	0	5	0	0	5	5
		5	0	5	0	0	5	5
		5	0	5	0	0	5	5
TOTAL EVALUATION POINTS		97.25	85.64	90.15	68.72	87.89	91.85	74.24
RANKING		1	4	3	6	3	2	5

The Director of Purchasing has reviewed all the responses and evaluations completed.
 *The proposal criteria follows in the packet for further explanation of each criteria.

SOUTH TEXAS COLLEGE
2. PROPOSAL CRITERIA - PRODUCT AND SERVICE

		Product and Service	
		Points	Score Key
1	Criterion 1: The purchase price a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	42	
2	Criterion 2: The reputation of the vendor and of the vendor's goods or services a. Number of Years in Business b. References (similar projects) c. Services/Installation d. Professional Licenses/Certifications	15	13-15 8-12 3-7 0-2 Excellent Acceptable Marginal Poor/No Response
3	Criterion 3: The quality of the vendor's goods or service a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	14	13-14 9-12 3-8 0-2 Excellent Acceptable Marginal Poor/No Response
4	Criterion 4: The extent to which the goods or services meet the district's needs a. Time Frame to complete the project b. Delivery Time Frame of product(s) c. Number of staff d. Meet or exceed the specifications	20	16-20 11-15 6-10 0-5 Excellent Acceptable Marginal Poor/No Response
5	Criterion 5: The vendor's past relationship with the district a. Quality of Past Performances with STC ****New Vendors will receive two points	3	3 2 1 0 Excellent Acceptable/New Vendor Marginal Poor/No Response
6	Criterion 6: The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses a. Provided the Certification	1	1 0 Yes No
7	Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services; and a. Annual Escalation Increase b. Annual Maintenance Cost		Up to 5 points will be used from the purchase price if applicable
8	Criterion 8: For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner: a. Has its place of business in this state; or b. Employs at least 500 persons in this state.	5	5 0 Yes No
9	Criterion 9: Any other relevant factor specifically listed in the request for bids or proposals a. Financial Standing b. Potential or Pending Sale of Business c. SAS 70 d. Red Flag Rules e. Gramm-Leach-Bliley Act		Up to 5 points will be used from the purchase price if applicable
Total Points		100	

Definitions of evaluation terms:

SOUTH TEXAS COLLEGE
3. PECAN CAMPUS - KINESIOLOGY AND WELLNESS CENTER BUILDING Q - AUDIOVISUAL EQUIPMENT AND INSTALLATION
PROJECT NO. 25-26-1051

VENDOR	Audio Visual Aids Company, LLC	Bluum USA, Inc.	Buckeye Technology Solutions, LLC/ dba CCS Presentation Systems	E-Logic, Inc.	JSJ Rodriguez, Inc./ dba Tele-Pro Communications	Technology Providers, Inc.	
ADDRESS	2903 N Flores St	1771 Energy Park Dr Ste 100	20212 Hempstead Rd Bldg 1	1025 Connecticut Ave NW Ste 1000	12005 N Bryan Rd	5402 S 40th St Ste 1	
CITY/STATE/ZIP	San Antonio, TX 78212	St. Paul, MN 55108	Houston, TX 77065	Washington, DC 20036	Mission, TX 78573	Phoenix, AZ 85040	
PHONE	210-732-1234	800-352-7912	281-881-3455	202-499-7837	614-582-1443	602-877-0099	
CONTACT	Diana Diaz	Mindy Baggett	Dominic Barrientez	Dessire Flores	Tara Masters	Danyelle Racine	
#	Description	Proposed	Proposed	Proposed	Proposed	Proposed	
1	Pecan Campus - Kinesiology and Wellness Center Building Q - Audiovisual Equipment and Installation	\$ 212,975.41	\$ 192,386.11	\$ 228,210.37	\$ 311,661.02	\$ 198,724.50	\$ 306,193.63
TOTAL PROPOSAL AMOUNT		\$ 212,975.41	\$ 192,386.11	\$ 228,210.37	\$ 311,661.02	\$ 198,724.50	\$ 306,193.63
2	Pecan Campus - Kinesiology and Wellness Center Building Q - Audiovisual Equipment and Installation Proposed Amount Excluding Project Lines 1 and 2	\$ 201,464.15	\$ 187,341.45	\$ 222,726.11	\$ 299,866.02	\$ 193,337.71	\$ 300,719.23
TOTAL ADJUSTED PROPOSAL AMOUNT		\$ 201,464.15	\$ 187,341.45	\$ 222,726.11	\$ 299,866.02	\$ 193,337.71	\$ 300,719.23
TOTAL EVALUATION POINTS		94.30	89.50	88.57	72.98	93.94	77.66
RANKING		1	3	4	6	2	5

The Director of Purchasing has reviewed all the responses and evaluations completed.
Note: Proposal project lines 1 and 2 were not considered, therefore will be procured at a later date.

SOUTH TEXAS COLLEGE
3. PECAN CAMPUS - KINESIOLOGY AND WELLNESS CENTER BUILDING Q - AUDIOVISUAL EQUIPMENT AND INSTALLATION
PROJECT NO. 25-26-1051
EVALUATION SUMMARY

VENDOR		Audio Visual Aids Company, LLC		Bluum USA, Inc.		Buckeye Technology Solutions, LLC/ dba CCS Presentation Systems		E-Logic, Inc.		JSJ Rodriguez, Inc./ dba Tele-Pro Communications		Technology Providers, Inc.		
ADDRESS		2903 N Flores St		1771 Energy Park Dr Ste 100		20212 Hempstead Rd Bldg 1		1025 Connecticut Ave NW Ste 1000		12005 N Bryan Rd		5402 S 40th St Ste 1		
CITY/STATE/ZIP		San Antonio, TX 78212		St. Paul, MN 55108		Houston, TX 77065		Washington, DC 20036		Mission, TX 78573		Phoenix, AZ 85040		
PHONE		210-732-1234		800-352-7912		281-881-3455		202-499-7837		614-582-1443		602-877-0099		
CONTACT		Diana Diaz		Mindy Baggett		Dominic Barrientez		Dessire Flores		Tara Masters		Danyelle Racine		
1	The purchase price. (up to 42 points)	39.05	39.05	42	42	35.32	35.32	26.23	26.23	40.69	40.69	26.16	26.16	
		39.05		42		35.32		26.23		40.69		26.16		
		39.05		42		35.32		26.23		40.69		26.16		
		39.05		42		35.32		26.23		40.69		26.16		
2	The reputation of the vendor and the vendor's goods or services. (up to 15 points)	13	14.25	14	13.5	13	13.25	12	12.75	13	14	13	12.75	
		15		15		15		14		15		15		
		14		13		12		13		13		12		11
		15		12		13		12		15		11		
3	The quality of the vendor's goods or services. (up to 14 points)	14	13.75	14	13.25	14	13.5	14	13.25	14	13.75	14	13	
		14		14		14		14		14		14		
		13		13		13		13		13		11		
		14		12		13		12		14		11		
4	The extent to which the goods or services meet the district's needs. (up to 20 points)	18	19.25	19	18.75	18	18.5	19	18.75	16	17.25	19	18.75	
		20		20		20		20		20		20		
		19		18		18		18		17		18		
		20		18		18		18		16		18		
5	The vendor's past relationship with the district. (up to 3 points)	3	3	2	2	2	2	2	2	3	2.25	2	2	
		3		2		2		2		2		2		
		3		2		2		2		1		2		
		3		2		2		2		3		2		
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0	1	1	0	0	1	1	0	0	
		0		0		1		0		1		0		
		0		0		1		0		1		0		
		0		0		1		0		1		0		
7	For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner. (up to 5 points)	5	5	0	0	5	5	0	0	5	5	5	5	
		5		0		5		0		5		5		
		5		0		5		0		5		5		
		5		0		5		0		5		5		
TOTAL EVALUATION POINTS		94.30		89.5		88.57		72.98		93.94		77.66		
RANKING		1		3		4		6		2		5		

The Director of Purchasing has reviewed all the responses and evaluations completed.
 *The proposal criteria follows in the packet for further explanation of each criteria.

SOUTH TEXAS COLLEGE
3. PROPOSAL CRITERIA - PRODUCT AND SERVICE

		Product and Service	
		Points	Score Key
1	Criterion 1: The purchase price a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	42	
2	Criterion 2: The reputation of the vendor and of the vendor's goods or services a. Number of Years in Business b. References (similar projects) c. Services/Installation d. Professional Licenses/Certifications	15	13-15 8-12 3-7 0-2 Excellent Acceptable Marginal Poor/No Response
3	Criterion 3: The quality of the vendor's goods or service a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	14	13-14 9-12 3-8 0-2 Excellent Acceptable Marginal Poor/No Response
4	Criterion 4: The extent to which the goods or services meet the district's needs a. Time Frame to complete the project b. Delivery Time Frame of product(s) c. Number of staff d. Meet or exceed the specifications	20	16-20 11-15 6-10 0-5 Excellent Acceptable Marginal Poor/No Response
5	Criterion 5: The vendor's past relationship with the district a. Quality of Past Performances with STC ****New Vendors will receive two points	3	3 2 1 0 Excellent Acceptable/New Vendor Marginal Poor/No Response
6	Criterion 6: The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses a. Provided the Certification	1	1 0 Yes No
7	Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services; and a. Annual Escalation Increase b. Annual Maintenance Cost		Up to 5 points will be used from the purchase price if applicable
8	Criterion 8: For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner: a. Has its place of business in this state; or b. Employs at least 500 persons in this state.	5	5 0 Yes No
9	Criterion 9: Any other relevant factor specifically listed in the request for bids or proposals a. Financial Standing b. Potential or Pending Sale of Business c. SAS 70 d. Red Flag Rules e. Gramm-Leach-Bliley Act		Up to 5 points will be used from the purchase price if applicable
Total Points		100	

Definitions of evaluation terms:

SOUTH TEXAS COLLEGE
4. ADMISSION ASSESSMENT EXAMS

VENDOR		Elsevier, Inc.		
ADDRESS		1600 John F Kennedy Blvd		
CITY/STATE/ZIP		Philadelphia, PA 19103		
CONTACT		Jizelle Conopio		
Period: 09/01/2026 - 08/31/2027				
#	Qty	Description	Unit Price	Extension
1	1	Registered Nurse Admission Assessment Exams	\$ 150,000.00	\$ 150,000.00
TOTAL AMOUNT			\$	150,000.00

SOUTH TEXAS COLLEGE
5. BUILDING AUTOMATION CONTROL EQUIPMENT, PARTS, AND
EQUIPMENT MAINTENANCE

VENDOR		Siemens Industry, Inc.		
ADDRESS		100 Technology Dr		
CITY/STATE/ZIP		Alpharetta, GA 30005		
LOCAL ADDRESS		2805 W Expressway 83 Ste A La Feria, TX 78559		
CONTACT		Anne Wright		
Period: 09/01/2026 - 08/31/2027				
#	Qty	Description	Unit Price	Extension
1	1	Building Automation Control Equipment, Parts, And Equipment Maintenance	\$ 170,000.00	\$ 170,000.00
TOTAL AMOUNT			\$	170,000.00

SOUTH TEXAS COLLEGE
6. CHILLER CHEMICALS AND MAINTENANCE

VENDOR		Kurita America, Inc.		
ADDRESS		6600 94th Ave N		
CITY/STATE/ZIP		Minneapolis, MN 55445		
CONTACT		Jim McCure		
Period: 09/01/2026 - 08/31/2027				
#	Qty	Description	Unit Price	Extension
1	1	Chiller Chemicals and Maintenance	\$ 120,000.00	\$ 120,000.00
TOTAL AMOUNT			\$	120,000.00

SOUTH TEXAS COLLEGE
7. DISTRICT-WIDE TECHNOLOGY REQUEST
June 2026

#	Qty	Description	Unit Price	Extension	Requesting Department
COMPUTERS					
1	1	Dell Pro Tower QCT1250, Intel Core i5-14500, 32GB Memory, 512GB Hard Drive, Warranty	\$ 1,292.44	\$ 1,292.44	Daniel Cather - Music Program Replacement of out-of-warranty system for department faculty
2	5	Dell Pro Max Tower T2 FCT2250 CTO Base, 64GB Memory, 1TB Hard Drive, Warranty	\$ 4,179.49	\$ 20,897.45	Mario Serna - Architecture Program Replacement of out-of-warranty systems for student lab
3	2	Apple 24" iMac with Retina 4.5K Display, 32GB Memory, 2TB Storage 3-Year AppleCare	\$ 2,638.00	\$ 5,276.00	Daniel Cather - Music Program Replacement of out-of-warranty systems for department faculty
4	2	Apple 16" MacBook Pro with Retina 4.5K Display, 32GB Memory, 2TB Storage 3-Year AppleCare	\$ 2,788.00	\$ 5,576.00	Daniel Cather - Music Program Replacement of out-of-warranty systems for department faculty
5	1	Dell Pro Max Tower T2 FCT2250 CTO Base, 64GB Memory, 1TB Hard Drive, 34" USB-C Hub Monitor, Keyboard and Mouse, Warranty	\$ 3,707.01	\$ 3,707.01	Jessica Galloso - Teaching and Learning Center Replacement of out-of-warranty system for department staff
6	1	Dell Pro Micro Plus Desktop, Intel Core Ultra 7 265, 32GB Memory, 512GB Hard Drive, 55" 4K Monitor, Wireless Keyboard and Mouse, Warranty	\$ 2,992.11	\$ 2,992.11	Jessica Galloso - Teaching and Learning Center Replacement of out-of-warranty system for department staff
7	1	Apple 24" iMac with Retina 4.5K Display, 24GB Memory, 512GB Storage 3-Year AppleCare	\$ 1,858.00	\$ 1,858.00	Lynda Lopez - Communication and Creative Services Replacement of out-of-warranty system for department staff
8	6	Apple 24" iMac with Retina 4.5K Display, 24GB Memory, 512GB Storage 3-Year AppleCare	\$ 1,625.00	\$ 9,750.00	May Del Paz - Unexpended Pecan Cooper Performing Arts Building L Music and Dance Program Renovation New systems for department faculty
9	12	Dell Pro Tower QCT1250, Intel Core i5-14500, 32GB Memory, 512GB Hard Drive, 22" Monitor, Warranty	\$ 1,423.44	\$ 17,081.28	Arturo Solano - Learning Commons and Open Labs Replacement of out-of-warranty systems for student lab
10	2	Dell Pro Max Tower T2 CTO Base, Intel Core Ultra 7 365, 32GB Memory, 512GB Hard Drive, Warranty	\$ 2,612.31	\$ 5,224.62	Rick De La Garza - Facilities, Planning, and Construction Replacement of out-of-warranty systems for department staff
11	8	Dell Pro 24" All-in-One Plus, Touchscreen, Intel Core Ultra 7 265, 32GB Memory, 512GB Hard Drive, Warranty	\$ 1,700.79	\$ 13,606.32	Ruben Torres - Clinical Simulation Program Replacement of out-of-warranty systems for student classroom
12	3	Dell Pro Micro Plus QBM1250, Intel Core Ultra 7 265, 16GB Memory, 512GB Hard Drive, VESA Mount, 24" Monitor, Compact Keyboard and Mouse, Warranty	\$ 1,710.77	\$ 5,132.31	Yolanda Martinez - Educational Technologies New systems for department faculty
13	4	Dell Pro Tower QCT1250, Intel Core i5-14500, 32GB Memory, 512GB Hard Drive, Warranty	\$ 1,292.44	\$ 5,169.76	Elizabeth Hollenbeck - Library Public Services Replacement of out-of-warranty systems for department staff
14	3	Dell Pro Micro Plus QBM1250, Intel Core Ultra 7 265, 16GB Memory, 512GB Hard Drive, (2) VESA Mount, (1) 75" Interactive Touch Display, Warranty	\$ 2,542.71	\$ 7,628.13	May Del Paz - Unexpended Pecan Cooper Performing Arts Building L Music and Dance Program Renovation New systems for department faculty

SOUTH TEXAS COLLEGE
7. DISTRICT-WIDE TECHNOLOGY REQUEST
June 2026

#	Qty	Description	Unit Price	Extension	Requesting Department
15	1	Dell Pro Tower QCT1250, Intel Core i5-14500, 32GB Memory, 512GB Hard Drive, 22" Monitor, Warranty	\$ 1,423.44	\$ 1,423.44	May Del Paz - Unexpended Pecan Cooper Performing Arts Building L Music and Dance Program Renovation New system for department faculty
Computers Total:				\$106,614.87	
LAPTOPS					
16	3	Apple MacBook Pro 14" M5 Pro Chip with 18-Core CPU, 24GB Memory, 2TB Storage, 2TB Storage, Studio Display, Keyboard and Mouse, 3-Year Apple Warranty	\$ 4,724.00	\$ 14,172.00	Lynda Lopez - Communication and Creative Services New systems for department staff
17	1	Dell Pro Laptop 14" Plus BTX Base, Intel Core Ultra 5 235U, 16GB Memory, 256GB Hard Drive, Docking Station, Warranty	\$ 1,687.96	\$ 1,687.96	Christina Cavazos - Curriculum Replacement of out-of-warranty system for department staff
18	1	Dell Pro Max Laptop 14" XCTO Base, Intel Core Ultra 7 265H, 32GB Memory, 512GB Hard Drive, Docking Station, Warranty	\$ 2,216.47	\$ 2,216.47	Dr. Ravindra Nandigam - Physics Program Replacement of out-of-warranty system for department faculty
19	1	Dell Pro Max Laptop 14" XCTO Base, Intel Core Ultra 7 265H, 16GB Memory, 512GB Hard Drive, Keyboard and Mouse, Docking Station, Warranty	\$ 1,711.96	\$ 1,711.96	Theresa Langlass - Pharmacy Technology Program Replacement of out-of-warranty system for department staff
20	1	Dell Pro Laptop 14" Plus BTX Base, Intel Core Ultra 5 235U, 16GB Memory, 256GB Hard Drive, Docking Station, (5) Memory Upgrade 8GB, Warranty	\$ 2,575.41	\$ 2,575.41	Luisa Ramirez - Office of Student Re-Engagement Replacement of out-of-warranty system for department staff
21	1	Dell Pro Max Laptop 16" Plus MB16250 XCTO Base, Intel Core Ultra 7 265HX, 32GB Memory, 512GB Hard Drive, Docking Station, Warranty	\$ 3,971.79	\$ 3,971.79	Monica Perez - New Faculty and Programs Furniture and Equipment Program New system for new department staff
22	1	Dell Pro Max Laptop 16" Plus MB16250 XCTO Base, Intel Core Ultra 7 265HX, 32GB Memory, 512GB Hard Drive, Docking Station, Warranty	\$ 3,971.79	\$ 3,971.79	Angelita Teniente - Information Technology Program Replacement of out-of-warranty system for department staff
23	2	Dell Pro Max Laptop 16" Plus MB16250 XCTO Base, Intel Core Ultra 7 265HX, 32GB Hard Drive, 512GB Hard Drive, Docking Station, Warranty	\$ 3,480.93	\$ 6,961.86	Myriam Lopez - Student Accounts and Sponsored Programs Replacement of out-of-warranty systems for department staff
24	1	Dell Pro Laptop 14" Plus BTX Base, Intel Core Ultra 5 235U, 16GB Memory, 256GB Hard Drive, Docking Station, Warranty	\$ 1,687.96	\$ 1,687.96	Victor Valdez - Law Enforcement Program Replacement system for department staff
25	2	Dell Pro 14" Laptop Plus 2-in-1 (PB14250) XCTO Base, 16GB Memory, 256GB Hard Drive, Warranty	\$ 1,685.36	\$ 3,370.72	Jessica Galloso - Teaching and Learning Center New systems for department staff
26	1	Dell Pro Max Laptop 14" XCTO Base, Intel Core Ultra 7 265H, 16GB Memory, 512GB Hard Drive, Keyboard and Mouse, Docking Station, Warranty	\$ 1,711.96	\$ 1,711.96	JoAnna Martinez - Culinary Arts Program New system for new department faculty
27	1	Dell Pro Max Laptop 14" XCTO Base, Intel Core Ultra 7 265H, 16GB Memory, 512GB Hard Drive, Keyboard and Mouse, Docking Station, Warranty	\$ 1,711.96	\$ 1,711.96	JoAnna Martinez - Culinary Arts Program New system for new department staff
28	1	Dell Pro Max Laptop 14" XCTO Base, Intel Core Ultra 7 265H, 16GB Memory, 512GB Hard Drive, Keyboard and Mouse, Docking Station, Warranty	\$ 1,711.96	\$ 1,711.96	Dr. Esmacili - Organizational Leadership Bachelor Program Replacement system for department faculty

SOUTH TEXAS COLLEGE
7. DISTRICT-WIDE TECHNOLOGY REQUEST
June 2026

#	Qty	Description	Unit Price	Extension	Requesting Department
29	8	Dell Pro Max Laptop 16" Plus MB16250 XCTO Base, Intel Core Ultra 7 265HX, 32GB Hard Drive, 512GB Hard Drive, NVIDIA 8GB Video Card, Warranty	\$ 3,090.31	\$ 24,722.48	Ravindra Nandigam - Engineering Program New systems for student lab
30	1	Dell Pro Max Laptop 14" XCTO Base, Intel Core Ultra 7 265H, 16GB Memory, 512GB Hard Drive, Docking Station, Warranty	\$ 1,687.96	\$ 1,687.96	Cynthia Blanco - Admissions and Records New system for new department staff
31	3	Dell Pro Max Laptop 14" XCTO Base, Intel Core Ultra 7 265H, 16GB Memory, 512GB Hard Drive, Docking Station, Warranty	\$ 1,687.96	\$ 5,063.88	Christina Cavazos - Curriculum Replacement of out-of-warranty systems for department staff
32	3	Dell Pro 14" Plus Touchscreen Laptop XCTO Base, Intel Core Ultra 5 235U, 16GB, Memory, 512GB Hard Drive, Docking Station, Warranty	\$ 1,727.96	\$ 5,183.88	Carla Rodriguez - Office of Sponsored Initiatives New systems for department staff
33	1	Dell Pro Laptop 14" Plus BTX Base, Intel Core Ultra 5 235U, 16GB Memory, 256GB Hard Drive, Warranty	\$ 1,407.97	\$ 1,407.97	Dr. Rodney Rodriguez - Institutional Advancement New system for new department staff
34	2	Dell Pro Max Laptop 14" XCTO Base, Intel Core Ultra 7 265H, 16GB Memory, 512GB Hard Drive, Docking Station, 24" Monitor, Warranty	\$ 1,899.96	\$ 3,799.92	Carla Rodriguez - Office of Sponsored Initiatives Replacement of out-of-warranty systems for department staff
Laptops Total:			\$	89,329.89	
TABLETS					
35	3	Apple 11" iPad Pro Wi-Fi 128GB, Space Gray 3-Year Apple Warranty	\$ 628.00	\$ 1,884.00	Yolanda Martinez - Educational Technologies New systems for department staff
36	1	Apple 11" iPad Pro Wi-Fi 256GB, Silver, Apple TV 4K Wi-Fi + Ethernet, 128GB, 3-Year Apple Warranty	\$ 657.00	\$ 657.00	Melissa Pena - South Texas College Promise Program Otoniel Matamoros - Student Affairs and Enrollment Management New system for department staff
37	3	Apple 11" iPad Pro Wi-Fi 256GB, Standard Glass -Silver, 3-Year Apple Warranty	\$ 1,068.00	\$ 3,204.00	Lucio Gonzalez - Technology Support Program New systems for department staff
38	3	Apple 11" iPad Wi-Fi 256GB, Silver, (1) Apple TV 4K, 3-Year Apple Warranty	\$ 567.33	\$ 1,702.00	Juan Galvan - Administrative Allowance - Pell Program New systems for student Qminder sign-in
Tablets Total:			\$	7,447.00	
MONITORS					
39	10	Dell Pro 27" USB-C Hub Monitor 3-Year Warranty	\$ 344.37	\$ 3,443.70	Angelita Teniente - Information Technology Program New monitors for department faculty
40	10	Dell 24" P2725H Monitor 3-Year Warranty	\$ 212.00	\$ 2,120.00	Elizabeth Hollenbeck - Library Public Services Replacement of out-of-warranty monitors for department staff
Monitors Total			\$	5,563.70	
Computers, Laptops, Tablets, Monitors Total Amount:			\$	208,955.46	

SOUTH TEXAS COLLEGE
8. DISTRICT-WIDE FURNITURE REQUEST
June 23, 2026

#	Qty	Description	Unit Price	Extension	Requesting Department
Barco Products, LLC (The Interlocal Purchasing System)					
1	5	Sterling Bench 6', Brown	\$ 1,265.00	\$ 6,325.00	Facilities Planning and Construction - Ricardo De La Garza
2	6	Recycled Plastic Hex Table 46"	\$ 1,225.00	\$ 7,350.00	Outdoor tables and benches for the following locations Mid-Valley Campus Buildings M and D, Pecan Campus
3	2	Recycled Plastic Wheelchair Accessible Hex Table 44.5"	\$ 1,205.00	\$ 2,410.00	Kinesiology Building Q, Pecan West Continuing Education Building A, and Technology Campus Building F.
4	1	Shipping and Handling	\$ 1,334.46	\$ 1,334.46	
5	1	TIPS Contract Discount	\$ (804.25)	\$ (804.25)	
Barco Products, LLC Total:			\$	16,615.21	
Computer Comforts, Inc. (The Interlocal Purchasing System)					
6	8	Power Lift EB Lectern 48" W x 30" D Electric Height-Adj. Podium	\$ 2,241.92	\$ 17,935.36	Facilities Planning and Construction - Ricardo De La Garza
7	8	Cable Cutout with Grommet (2") Left corner location	\$ 22.32	\$ 178.56	Instructor Podiums for the Pecan West Continuing Education Building A
8	8	Cable Cutout with Grommet (2") Rear corner location	\$ 22.32	\$ 178.56	
9	8	Cable Cutout with Grommet (2") Right corner location	\$ 22.32	\$ 178.56	
10	8	Cable Cutout with Grommet (2") Centered half-of-half on the right	\$ 22.32	\$ 178.56	
11	8	Cable Cutout with Grommet (2") Centered half-of-half on the left	\$ 22.32	\$ 178.56	
12	8	Assembly	\$ 25.00	\$ 200.00	
13	8	Rack Box Cabinet 24"W x 33" D Electric Height-Adj	\$ 566.06	\$ 4,528.48	
14	8	Assembly	\$ 10.00	\$ 80.00	
15	2	Rack Cabinet Power Lift AV Lectern 42"W x 32"D Electric Height-Adj	\$ 2,514.72	\$ 5,029.44	
16	2	Cable Cutout with Grommet (2") Left corner location	\$ 22.32	\$ 44.64	
17	2	Cable Cutout with Grommet (2") Right corner location	\$ 22.32	\$ 44.64	
18	2	Cable Cutout with Grommet (2") Centered half-of-half on the right	\$ 22.32	\$ 44.64	
19	2	Cable Cutout with Grommet (2") Centered half-of-half on the left	\$ 22.32	\$ 44.64	
20	2	Assembly	\$ 25.00	\$ 50.00	
21	18	Box/Pallet/Handling charge	\$ 30.00	\$ 540.00	
22	1	Labor to receive, inspect, deliver, install and remove debris	\$ 875.00	\$ 875.00	
Computer Comforts, Inc. Total:			\$	30,309.64	
Gateway Printing & Office Supply, Inc. (OMNIA Partners and The Interlocal Purchasing System)					
23	8	Ignition Chairs	\$ 585.62	\$ 4,684.96	Division of Math, Science, Information Technology, and Bachelor Programs - Ghanbar A Esmacili
24	1	Labor to receive, inspect, deliver, install and remove debris	\$ 480.00	\$ 480.00	Conference chairs to replace outdated and damaged chairs in the Conference Room located at the Pecan Building G 228.
25	2	Torsion Armless Chair	\$ 547.11	\$ 1,094.22	Facilities Planning and Construction - Ricardo De La Garza
26	1	Ztariff	\$ 20.62	\$ 20.62	Chairs to be used by the students in the Library's Communication Studio.
27	1	Labor to receive, inspect, deliver, install and remove debris	\$ 110.00	\$ 110.00	
28	14	Brigade Bookcase 5-Shelf	\$ 386.68	\$ 5,413.52	Facilities Planning and Construction - Ricardo De La Garza
29	13	700 Series Desk Full Modesty Panel, 74 P Edge 30x66" W	\$ 1,017.24	\$ 13,224.12	Faculty/Staff Desk, Chairs, Storage Cabinets, Bookcases to
30	13	700 Series Desk Full Modesty Panel, 74 P Edge 24x48" W	\$ 740.13	\$ 9,621.69	replace outdated and damaged furniture in the Mid-Valley Campus Building G.
31	13	700 Series Files Supporting Ped-File/File 24" Nominal Depth	\$ 640.07	\$ 8,320.91	
32	13	700 Series Files Supporting Ped-Box-Box/File-30" Nominal Depth	\$ 737.17	\$ 9,583.21	
33	19	Strive Four-Leg Loop Arm Chair, Uph Seat	\$ 301.97	\$ 5,737.43	
34	1	Desk Workzone Basic Worksurface, Lam Top, 74P Edge, 24x36W	\$ 1,049.00	\$ 1,049.00	
35	1	Storage Cabinet 24Dx36Wx72H	\$ 933.03	\$ 933.03	
36	1	HON Ztariff	\$ 285.59	\$ 285.59	
37	1	KI Ztariff	\$ 1,537.26	\$ 1,537.26	
38	1	Labor to receive, inspect, deliver, install and remove debris	\$ 6,195.00	\$ 6,195.00	
39	1	700 Series Desk Full Modesty Panel, 74 P Edge 30x66" W	\$ 1,017.24	\$ 1,017.24	Learning Commons and Open Labs - Arturo Solano
40	1	700 Series Desk Full Modesty Panel, 74 P Edge 24x48" W	\$ 740.13	\$ 740.13	Desk and chair to replace outdated and damaged furniture for staff.
41	1	700 Series Files Supporting Ped-Box-Box/File-30" Nominal Depth	\$ 737.17	\$ 737.17	
42	1	700 Series Files Supporting Ped-File/File 24" Nominal Depth	\$ 640.07	\$ 640.07	
43	1	Ztariff	\$ 77.72	\$ 77.72	
44	1	Labor to receive, inspect, deliver, install and remove debris	\$ 225.00	\$ 225.00	

SOUTH TEXAS COLLEGE
8. DISTRICT-WIDE FURNITURE REQUEST
June 23, 2026

#	Qty	Description	Unit Price	Extension	Requesting Department
45	1	Ignition Executive Syn Tilt Back Adj Tilt Seat	\$ 603.36	\$ 603.36	Division of Math, Science, Information Technology, and Bachelor Programs - Ghanbar A Esmacili
46	1	Ztariff	\$ 18.10	\$ 18.10	Chair to replace the outdated and damaged chair for staff.
47	1	Labor to receive, inspect, deliver, install and remove debris	\$ 60.00	\$ 60.00	
48	2	700 Series Desk Full Modesty Panel, 74 P Edge 30x66" W	\$ 1,017.24	\$ 2,034.48	Human Resources and Talent Development - Myriam M. Lopez
49	2	700 Series Desk Full Modesty Panel, 74 P Edge 24x48" W	\$ 740.13	\$ 1,480.26	Desks and chair needed for offices in Human Resource for staff.
50	2	700 Series Files Supporting Ped-Box-Box/File-30" Nominal Depth	\$ 737.17	\$ 737.17	
51	2	700 Series Files Supporting Ped-File/File 24" Nominal Depth	\$ 640.07	\$ 640.07	
67	1	Impress Task, T-Arms Chair	\$ 735.99	\$ 735.99	
52	1	Ztariff	\$ 173.69	\$ 77.72	
53	1	Labor to receive, inspect, deliver, install and remove debris	\$ 510.00	\$ 225.00	
54	2	Impress Task, T-Arms Chair	\$ 735.99	\$ 735.99	Center for Learning Excellence - Lynell Williams
55	2	Ztariff	\$ 18.25	\$ 18.25	Faculty/Staff chair for Center for Learning Excellence staff.
56	2	Labor to receive, inspect, deliver, install and remove debris	\$ 60.00	\$ 60.00	
60	2	Pirouette, Nesting Training, Rectangular 30x60", 74P Edge	\$ 915.39	\$ 1,830.78	Liberal Arts - Christopher Nelson
61	1	Ztariff	\$ 45.41	\$ 45.41	Tables for the Dean's Conference Room.
62	1	Labor to receive, inspect, deliver, install and remove debris	\$ 300.00	\$ 300.00	
70	40	Arcoz Extended-Height Chair	\$ 259.79	\$ 10,391.60	Facilities Planning and Construction - Ricardo De La Garza
71	1	Labor to receive, inspect, deliver, install and remove debris	\$ 2,200.00	\$ 2,200.00	Lab stools to be used by student use at Pecan Campus Bldg. G.
Gateway Printing & Office Supply, Inc. Total:			\$	96,494.52	
Global Equipment Co. Inc. (Buyboard)					
72	8	Global Industrial 96x30 Adjustable Height Workbench	\$ 803.25	\$ 6,426.00	Facilities Planning and Construction - Ricardo De La Garza
73	8	Caster Kit for Heavy Duty Tubular Leg	\$ 135.96	\$ 1,087.68	Workbenches for student use at Pecan Campus Bldg. G.
74	8	Global Industrial 72x30 Adjustable Height Workbench	\$ 701.25	\$ 5,610.00	
75	1	Labor to receive, inspect, deliver, install and remove debris	\$ 1,678.00	\$ 1,678.00	
Global Equipment Co., Inc. Total:			\$	14,801.68	
Indeco Sales, Inc. (Sourcewell)					
76	32	Doni Sled Base Armless Chair, Uph Seat/Back, Solid Color	\$ 382.03	\$ 12,224.96	Facilities Planning and Construction - Ricardo De La Garza
77	1	TR2, Task (Midback), Multi-Function, Height/Width Adjustable, Grade 2, Hard Floor and Carpet Casters, Black Nylon, Knocked Down	\$ 637.69	\$ 637.69	Classroom chairs for the Health Science Professions Campus Building A.
78	1	Freight	\$ 438.22	\$ 438.22	
79	1	KI Surcharge	\$ 303.17	\$ 303.17	
80	1	SITONOT Surcharge	\$ 15.94	\$ 15.94	
81	1	Labor to receive, inspect, deliver, install and remove debris	\$ 1,465.14	\$ 1,465.14	
82	14	Staff chairs - KI62/JR39 Impress Task, Pedestal Base, T-Arms, Upholstered	\$ 745.00	\$ 10,430.00	Facilities Planning and Construction - Ricardo De La Garza
83	1	KI Surcharge	\$ 345.25	\$ 345.25	Chairs to replace outdated and damaged for faculty/staff in the Mid-Valley Campus Building G.
84	1	Labor to receive, inspect, deliver, install and remove debris	\$ 1,080.95	\$ 1,080.95	
85	1	KI62/JR39 Impress Task Pedestal Base, T-Arms, Upholstered	\$ 745.00	\$ 745.00	Learning Commons and Open Labs - Arturo Solano
86	1	KI Surcharge	\$ 24.66	\$ 24.66	Replace the outdated and damaged chair for staff use.
87	1	Labor to receive, inspect, deliver, install and remove debris	\$ 54.12	\$ 54.12	
Indeco Sales, Inc. Total:			\$	27,765.10	
Landscape Forms (OMNIA Partners)					
88	8	Plainwell Litter Trash Can, Side Opening, Black, 35 gal. capacity	\$ 2,056.86	\$ 16,454.88	Facilities Planning and Construction - Ricardo De La Garza
89	1	Freight	\$ 3,280.00	\$ 3,280.00	Trash cans for Mid-Valley Campus Buildings M and D, Pecan Campus Kinesiology Building Q, Pecan West Continuing Education Building A, and Technology Campus Building F.
Landscape Forms Total:			\$	19,734.88	
Furniture Total Amount:			\$	205,721.03	

SOUTH TEXAS COLLEGE
9. IN-STORE MATERIALS AND SUPPLIES

VENDOR		HEB, LP		Sam's Club		
ADDRESS		646 S Flores St		1400 E Jackson		
CITY/STATE/ZIP		San Antonio, TX		McAllen, TX 78501		
PHONE		800-987-4438		956-961-5843		
CONTACT		Mary Gast		Josue Maldonado		
Period: 09/01/2026 - 08/31/2027						
#	Qty	Description	Unit Price	Extension	Unit Price	Extension
1	1	Purchase of Materials and Supplies	\$ 85,000.00	\$ 85,000.00	\$ 25,000.00	\$ 25,000.00
SUB TOTAL			\$ 85,000.00		\$ 25,000.00	
TOTAL AMOUNT					\$ 110,000.00	

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

VENDOR			Netsync Network Solutions, Inc.	
ADDRESS			2500 West Loop S Ste 410	
CITY/STATE/ZIP			Houston, TX 77027	
CONTACT			Xavier Trevino	
#	Qty	Description	Unit Price	Extension
1	20	CW9174I-CFG Cisco Wireless 9174I (W7, 3 radio, 3 band, 4x4) Global	\$ 984.00	\$ 19,680.00
2	20	AIR-AP-BRACKET-2 802.11 AP Universal Mounting Bracket	\$ -	\$ -
3	20	AIR-AP-T-RAIL-F Flush Mount for APs & Cellular Gateways-Recessed	\$ -	\$ -
4	20	CW9174I-Single Pack Option	\$ -	\$ -
5	1	CISCO-NETWORKSUB Cisco Networking Subscription	\$ -	\$ -
6	1	SVS-LOSPT-CN Cisco Network Product Support	\$ -	\$ -
7	20	LIC-CW-A Cisco Wireless License - Advantage Duration: 60 Months, Billing Frequency: Unknown	\$ 549.60	\$ 10,992.00
8	20	LIC-SPACES-ADV Cisco Spaces Advantage for Cisco Wireless Advantage	\$ -	\$ -
9	3	LIC-MR-A Meraki MR Advantage Subscription LIC and Support Duration: 60 Months, Billing Frequency: Unknown	\$ 549.60	\$ 1,648.80
10	3	CW9163E-MR Catalyst 9163E AP(W6E, tri-band 2x2,Outdoor) w/MERAKI	\$ 1,093.24	\$ 3,279.72
11	12	CW-ANT-O1-NS-00 4/8/8 dBi Omni Dipole, N connector, Catalyst and Meraki	\$ 101.31	\$ 1,215.72
12	1	C9500-24Y4C-EDU Catalyst 9500 24x1/10/25G and 4-port 40/100G, K12	\$ 13,557.11	\$ 13,557.11
13	1	C9500-DNA-24Y4C-A C9500 DNA Advantage, Term License	\$ -	\$ -
14	1	C9500-DNA-L-A-3Y Cisco Catalyst 9500 DNA Advantage 3 Year License	\$ 3,695.33	\$ 3,695.33
15	2	CAB-9K12A-NA Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	\$ -	\$ -
16	1	C9K-PWR-650WAC-R 650W AC Config 4 Power Supply front to back cooling	\$ -	\$ -
17	1	C9K-PWR-650WAC-R/2 650W AC Config 4 Power Supply front to back cooling	\$ 1,073.98	\$ 1,073.98
18	1	C9K-F1-SSD-BLANK Cisco pluggable SSD storage	\$ -	\$ -
19	2	C9K-T1-FANTRAY Catalyst 9500 Type 4 front to back cooling Fan	\$ -	\$ -
20	1	C9500-NW-A C9500 Network Stack, Advantage	\$ -	\$ -
21	1	S9500UK9-1715 CAT9300/9400/9500/9600 Universal	\$ -	\$ -

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

VENDOR			Netsync Network Solutions, Inc.	
#	Qty	Description	Unit Price	Extension
22	1	C9500-SSD-NONE No SSD Card Selected	\$ -	\$ -
23	1	C9500-RFID RFID Selected		\$ -
24	1	NETWORK-PNP-LIC Network Plug-n-Play Connect for zero-touch device		\$ -
25	1	C9500-48Y4C-EDU Catalyst 9500 48-port x 1/10/25G and 4-port 40/100G , EDU	\$ 14,751.36	\$ 14,751.36
26	1	C9500-DNA-48Y4C-A C9500 DNA Advantage, Term License	\$ -	\$ -
27	1	C9500-DNA-A-3Y Cisco Catalyst 9500 DNA Advantage 3 Year License	\$ 6,297.68	\$ 6,297.68
28	2	CAB-9K12A-NA Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	\$ -	\$ -
29	1	C9K-PWR-650WAC-R 650W AC Config 4 Power Supply front to back cooling	\$ -	\$ -
30	1	C9K-PWR-650WAC-R/2 650W AC Config 4 Power Supply front to back cooling	\$ 1,073.98	\$ 1,073.98
31	1	C9K-F1-SSD-BLANK Cisco pluggable SSD storage	\$ -	\$ -
32	2	C9K-T1-FANTRAY Catalyst 9500 Type 4 front to back cooling Fan	\$ -	\$ -
33	1	C9500-NW-A C9500 Network Stack, Advantage	\$ -	\$ -
34	1	S9500UK9-1715 CAT9300/9400/9500/9600 Universal	\$ -	\$ -
35	1	C9500-SSD-NONE No SSD Card Selected	\$ -	\$ -
36	1	C9500-RFID RFID Selected	\$ -	\$ -
37	1	NETWORK-PNP-LIC Network Plug-n-Play Connect for zero-touch device	\$ -	\$ -
38	6	C9300-48UN-EDU Catalyst 9300 48-port 5Gbps, K12	\$ 7,593.71	\$ 45,562.26
39	6	C9300-DNA-E-48 C9300 DNA Essentials, 48-Port Term Licenses	\$ -	\$ -
40	6	C9300-DNA-E-48-3Y C9300 DNA Essentials, 48-port - 3 Year Term License	\$ 582.92	\$ 3,497.52
41	6	C9300-NW-E-48 C9300 Network Essentials, 48-port license	\$ -	\$ -
42	6	PWR-C1-1100WAC-P 1100W AC 80+ platinum Config 1 Power Supply	\$ -	\$ -
43	6	PWR-C1-1100WAC-P/2 1100W AC 80+ platinum Config 1 Secondary Power Supply	\$ 906.31	\$ 5,437.86
44	12	CAB-TA-NA North America AC Type A Power Cable	\$ -	\$ -
45	6	C9300-SSD-NONE No SSD Card Selected	\$ -	\$ -

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

VENDOR			Netsync Network Solutions, Inc.	
#	Qty	Description	Unit Price	Extension
46	6	C9300-NM-8X Catalyst 9300 8 x 10GE Network Module	\$ 1,216.37	\$ 7,298.22
47	6	NETWORK-PNP-LIC Network Plug-n-Play Connect for zero-touch device	\$ -	\$ -
48	6	CAB-SPWR-30CM Catalyst Stack Power Cable 30 CM	\$ 45.31	\$ 271.86
49	6	SC9300UK9-1718 CAT9300/9400/9500/9600 UNIVERSAL	\$ -	\$ -
50	6	STACK-T1-1M 1M Type 1 Stacking Cable	\$ 95.40	\$ 572.40
51	6	C9K-ACC-SCR-4 12-24 and 10-32 Screws for Rack Installation QTY 4	\$ -	\$ -
52	6	CAB-GUIDE-1RU 1RU Cable Management Guide 9200 and 9300	\$ -	\$ -
53	3	C9300-48U-EDU Catalyst 9300 48-port UPOE, K12	\$ 6,723.29	\$ 20,169.87
54	3	C9300-DNA-E-48 C9300 DNA Essentials, 48-Port Term Licenses	\$ -	\$ -
55	3	C9300-DNA-E-48-3Y C9300 DNA Essentials, 48-port - 3 Year Term License	\$ 582.92	\$ 1,748.76
56	3	C9300-NW-E-48 C9300 Network Essentials, 48-port license	\$ -	\$ -
57	3	PWR-C1-1100WAC-P 1100W AC 80+ platinum Config 1 Power Supply	\$ -	\$ -
58	3	PWR-C1-1100WAC-P/2 1100W AC 80+ platinum Config 1 Secondary Power Supply	\$ 906.31	\$ 2,718.93
59	3	CAB-TA-NA North America AC Type A Power Cable	\$ -	\$ -
60	3	C9300-SSD-NONE No SSD Card Selected	\$ -	\$ -
61	3	C9K-ACC-RBFT RUBBER FEET FOR TABLE TOP SETUP 9200 and 93xx	\$ -	\$ -
62	3	C9K-ACC-SCR-4 12-24 and 10-32 SCREWS FOR RACK INSTALLATION,	\$ -	\$ -
63	3	CAB-GUIDE-1RU 1RU CABLE MANAGEMENT GUIDES 9200 and 9300	\$ -	\$ -
64	3	NETWORK-PNP-LIC Network Plug-n-Play Connect for zero-touch device	\$ -	\$ -
65	3	C9300-NM-8X Catalyst 9300 8 x 10GE Network Module	\$ 1,216.37	\$ 3,649.11
66	3	SC9300UK9-1718 CAT9300/9400/9500/9600 Universal	\$ -	\$ -
67	3	STACK-T1-1M 1M Type 1 Stacking Cable	\$ 95.40	\$ 286.20
68	3	CAB-SPWR-30CM Catalyst Stack Power Cable 30 CM	\$ 45.31	\$ 135.93
69	3	CP-8811-K9= Cisco IP Phone 8811 Series	\$ 292.51	\$ 877.53

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

VENDOR			Netsync Network Solutions, Inc.	
#	Qty	Description	Unit Price	Extension
70	2	C9300-48UN-EDU Catalyst 9300 48-port 5Gbps, K12	\$ 7,399.00	\$ 14,798.00
71	2	C9300-DNA-E-48 C9300 DNA Essentials, 48-Port Term Licenses	\$ -	\$ -
72	2	C9300-DNA-E-48-3Y C9300 DNA Essentials, 48-port - 3 Year Term License	\$ 569.67	\$ 1,139.34
73	2	C9300-NW-E-48 C9300 Network Essentials, 48-port license	\$ -	\$ -
74	2	PWR-C1-1100WAC-P 1100W AC 80+ platinum Config 1 Power Supply	\$ -	\$ -
75	2	PWR-C1-1100WAC-P/2 1100W AC 80+ platinum Config 1 Secondary Power Supply	\$ 883.07	\$ 1,766.14
76	4	CAB-TA-NA North America AC Type A Power Cable	\$ -	\$ -
77	2	C9300-SSD-NONE No SSD Card Selected	\$ -	\$ -
78	2	C9300-NM-8X Catalyst 9300 8 x 10GE Network Module	\$ 1,185.18	\$ 2,370.36
79	2	NETWORK-PNP-LIC Network Plug-n-Play Connect for zero-touch device	\$ -	\$ -
80	2	CAB-SPWR-30CM Catalyst Stack Power Cable 30 CM	\$ 44.15	\$ 88.30
81	2	SC9300UK9-1718 CAT9300/9400/9500/9600 Universal	\$ -	\$ -
82	2	STACK-T1-1M 1M Type 1 Stacking Cable	\$ 92.95	\$ 185.90
83	2	C9K-ACC-SCR-4 12-24 and 10-32 Screws for Installation	\$ -	\$ -
84	2	CAB-GUIDE-1RU 1RU CABLE MANAGEMENT GUIDES 9200 and 9300	\$ -	\$ -
85	3	C9300-48U-EDU Catalyst 9300 48-port UPOE, K12	\$ 6,550.90	\$ 19,652.70
86	3	C9300-DNA-E-48 C9300 DNA Essentials, 48-Port Term Licenses	\$ -	\$ -
87	3	C9300-DNA-E-48-3Y C9300 DNA Essentials, 48-port - 3 Year Term License	\$ 569.67	\$ 1,709.01
88	3	C9300-NW-E-48 C9300 Network Essentials, 48-port license	\$ -	\$ -
89	3	PWR-C1-1100WAC-P 1100W AC 80+ platinum Config 1 Power Supply	\$ -	\$ -
90	3	PWR-C1-1100WAC-P/2 1100W AC 80+ platinum Config 1 Secondary Power Supply	\$ 883.07	\$ 2,649.21
91	6	CAB-TA-NA North America AC Type A Power Cable	\$ -	\$ -
92	3	C9300-SSD-NONE No SSD Card Selected	\$ -	\$ -
93	3	C9K-ACC-RBFT Rubber Feet for Table Top Setup 9200 and 93xx	\$ -	\$ -

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

VENDOR			Netsync Network Solutions, Inc.	
#	Qty	Description	Unit Price	Extension
94	3	C9K-ACC-SCR-4 12-24 and 10-32 Screws for Rack Installations	\$ -	\$ -
95	3	CAB-GUIDE-1RU 1RU CABLE Management Guides 9200 and 9300	\$ -	\$ -
96	3	NETWORK-PNP-LIC Network Plug-n-Play Connect for zero-touch device	\$ -	\$ -
97	3	C9300-STACK-NONE No Stack Cable Selected	\$ -	\$ -
98	3	C9300-SPWR-NONE No Stack Power Cable Selected	\$ -	\$ -
99	3	C9300-NM-8X Catalyst 9300 8 x 10GE Network Module	\$ 1,185.18	\$ 3,555.54
100	3	SC9300UK9-1718 CAT9300/9400/9500/9600 Universal	\$ -	\$ -
101	14	CW9174I-CFG Cisco Wireless 9174I (W7, 3 radio, 3 band, 4x4) Global	\$ 958.77	\$ 13,422.78
102	14	AIR-AP-BRACKET-2 802.11 AP Universal Mounting Bracket	\$ -	\$ -
103	14	AIR-AP-T-RAIL-F Flush Mount for APs & Cellular Gateways-Recessed	\$ -	\$ -
104	14	CW9174I-SINGLE SINGLE PACK OPTION	\$ -	\$ -
105	1	CISCO-NETWORKSUB Cisco Networking Subscription	\$ -	\$ -
106	1	SVS-LOSPT-CN Cisco Network Product Support	\$ -	\$ -
107	14	LIC-CW-A Cisco Wireless License - Advantage	\$ 537.00	\$ 7,518.00
108	14	LIC-SPACES-ADV Cisco Spaces Advantage for Cisco Wireless Advantage	\$ -	\$ -
109	6	1008-00-WH Right-Angle Wi-Fi Access Point Wall & Joist Bracket, White	\$ 81.81	\$ 490.86
110	2	CP-8811-K9= Cisco IP Phone 8811 Series	\$ 285.01	\$ 570.02
111	4	SFP-10G-LR-ENC 10GBASE-LR SFP+ 1310nm 10km DOM SMF Duplex LC	\$ 62.49	\$ 249.96
112	2	SFP-10G-T-ENC 10GBASE-T Copper SFP+ for Cat6A/Cat7 RJ-45 30m Max	\$ 107.95	\$ 215.90
113	2	SFP-10G-LRM-ENC 10GBASE-LRM SFP+ 1310nm 220m MMF LC Connector	\$ 73.86	\$ 147.72
114	4	LC2-SM-1M-ENC LC to LC 9/125 Duplex SMF Cable 1m Yellow	\$ 9.65	\$ 38.60
115	2	LC2-OM4-1M-ENC LC to LC 50/125 OM4 10G Aqua Multimode Duplex 1 Meter	\$ 9.09	\$ 18.18
TOTAL AMOUNT			\$	240,078.65

SOUTH TEXAS COLLEGE
11. MAINTENANCE PARTS AND LAB SUPPLIES

VENDOR	Crawford Electric Supply Co., LLC/dba Crawford Electric Supply	Ferguson US Holdings, Inc./ dba Ferguson Enterprises, LLC	Johnson Supply & Equipment Corporation	Lowe's Companies, Inc./ dba Lowe's Home Centers, LLC	McCoy's Building Supply	MORSCO Supply, LLC/ dba Reece Plumbing	W. W. Grainger, Inc./ dba Grainger									
ADDRESS	7390 Northcourt Rd	751 Lakefront Commons	10151 Stella Link Rd	1000 Lowe's Blvd	1350 IH 35 North	15850 Dallas Pkwy	7950 Research Blvd									
CITY/STATE/ZIP	Houston, TX 77040	Newport News, VA 23606	Houston, TX 77025	Mooresville, NC 28117	San Marcos, TX 78667	Dallas, TX 75248	Austin, TX 78758									
LOCAL ADDRESS	1105 Business Park Dr Mission, TX 78572	705 E Expressway 83 Pharr, TX 78577	801 W Mozelle Ave Pharr, TX 78577	707 S Jackson Rd Pharr, TX 78577	1120 W US Hwy 83 Pharr, TX 78577	1101 N 23rd St McAllen, TX 78501	921 E Pecan Blvd McAllen, TX 78501									
CONTACT			Rick Salinas		Tina McArthur		Robert Garcia									
Period: 09/01/2026 - 08/31/2027																
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	1	Parts and Supplies	\$150,000.00	\$150,000.00	\$ 60,000.00	\$ 60,000.00	\$100,000.00	\$100,000.00	\$ 80,000.00	\$ 80,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$150,000.00	\$150,000.00
SUBTOTAL			\$	150,000.00	\$	60,000.00	\$	100,000.00	\$	80,000.00	\$	60,000.00	\$	60,000.00	\$	150,000.00
TOTAL AMOUNT																\$660,000.00

**SOUTH TEXAS COLLEGE
12. TESTING MATERIALS**

VENDOR		The College Board		
ADDRESS		250 Vesey St		
CITY/STATE/ZIP		New York, NY 10281		
PHONE		866-756-7346		
Period: 09/01/2026 - 08/31/2027				
#	Qty	Description	Unit Price	Extension
1	1	Testing Materials Texas Success Initiative (TSI) Assessments Quantity: approximately 35,000	\$ 50,000.00	\$ 50,000.00
TOTAL AMOUNT			\$	50,000.00

SOUTH TEXAS COLLEGE
13. ELEVATOR MAINTENANCE AND REPAIR AGREEMENT

VENDOR		Otis Elevator Company		
ADDRESS		1444 N Cockrell Hill Rd Ste 102		
CITY/STATE/ZIP		Dallas, TX 75211		
LOCAL ADDRESS		200 N McColl Rd McAllen, TX 78501		
CONTACT		Francisco Albornoz		
Period: 09/01/2026 - 08/31/2027				
#	Qty	Description	Unit Price	Extension
1	1	Elevator Maintenance and Repair Agreement	\$ 140,000.00	\$ 140,000.00
TOTAL AMOUNT			\$	140,000.00