

**South Texas College
Board of Trustees Regular Meeting
Tuesday, July 28, 2026 @ 5:30 PM
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Agenda

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

- I. Call Meeting to Order**
- II. Determination of Quorum**
- III. Invocation**
- IV. Public Comments**
- V. Update by the College President**
- VI. Consideration and Action on Consent Agenda**
 - A. Approval of Board Meeting Minutes
 - 1. June 23, 2026 Regular Meeting Minutes
 - 2. July 7, 2026 Board Work Session
 - 3. July 14, 2026 Special Board Meeting
- VII. Consideration and Action on New Items**
 - A. Review and Approval of the Proposed Board and Committee Meeting Calendar for FY 2026 - 2027
 - B. Discussion and Action as Necessary on the Proposed Consulting Agreement from Leadership Empowerment Group
 - C. Report on New Grants

- D. Review and Action as Necessary on Quarterly Investment Report for Quarter Ending May 31, 2026
- E. Review and Recommend Action to Revise Order #2025-016: Authorizing the Defeasance and Redemption of a Portion of the South Texas College District's Outstanding Limited Tax Bonds, and Approving an Escrow Agreement and All Other Instruments and Procedures Related Thereto
- F. Review and Recommend Action on Memorandum of Understanding (MOU) Between South Texas College (STC) and South Texas College Foundation (STCF)

VIII. Consideration and Action on Committee Items

A. Education and Workforce Development Committee Items

- 1. Presentations Made at the Education and Workforce Development Meeting
 - a. Presentation on the February 2026 Dual Credit Programs Summit
 - b. Presentation on the Strategic Review of the Dual Credit Programs Mission, Vision, and Goals
 - c. Presentation on Programs (Credit & Non-Credit) and Initiatives Implemented and Under Development
- 2. Review and Action as Necessary on Consent Agenda Items from the Education and Workforce Development Committee
 - a. Approval to Offer the Proposed Legal Assistant Certificate in Spring 2027
 - b. Approval of the Proposed FY 2026-2027 Committee Meeting Schedule

B. Finance, Audit, and Human Resources Committee Items

- 1. Review and Action as Necessary on Consent Agenda Items from the Finance, Audit, and Human Resources Committee
 - a. Approval on Award of Proposals, Rejection of Proposals, and Approval of Purchases and Renewals at a total cost of \$4,523,918.82.
 - b. Approval on District-Wide Procurement of Technology
 - c. Approval of the Disposal of Surplus Property Valued at \$5,000 and Above
 - d. Approval of the Disposal/Recycle of Technology and Electronic Items with an Original Value of \$5,000 and Above
 - e. Approval of the Disposal of Metal Surplus Property Valued at \$5,000 and Above

- f. Approval of the Organizational Culture Climate Survey Post-Survey Services
- g. Approval to Carry Forward the Remaining Previously Approved JagReconnect Adult Promise Funds into FY 2026 – 2027
- h. Approval to Carry Forward the Remaining Previously Approved Valley Promise Funds into FY 2026 - 2027
- i. Approval on Revisions to Employee Compensation Plan for FY 2026 – 2027
- j. Approval on Proposed Employee Staffing Plan for FY 2026 – 2027
- k. Approval of the Proposed FY 2026 – 2027 Committee Meeting Schedule
- l. Approval of Vacation Payout for WorkDay ERP Implementation Primary Leads and Co-Leads for FY 2026
- m. Approval of the Acceptance of Internal Audit Report in the Area of Center for Advanced Training & Apprenticeships
- n. Approval to Adopt the Second Reading of Local Board Policies Included in Numbered Update 50 and Numbered Update 51
 - 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

- 2. Discussion and Action as Necessary on Re-Bid Primary Bank Depository Services
- 3. Review and Recommend Action on Proposed Donation of Equipment and Welding Structure Purchased with Bond Proceeds to La Joya Independent School District
- 4. Review and Discussion of First Reading of Local Board Policy Included in Numbered Update 51
 - a. Adopt CS (Local) – Information Security

C. Facilities Items

- 1. Review and Recommend Action as Necessary on Consent Agenda Items from the Facilities Committee
 - a. Approval of Two (2) Proposed Change Orders for the Health Science Professions Campus HSP and Conference Center Building E

- b. Approval on Final Completion of the Health Science Professions Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and East Building A Community Pharmacy Lab
- c. Approval on Proposed Board and Committee Meeting Calendar for FY 2026 – 2027

IX. Approval of Financial Reports

- A. Financial Report for May 2026

X. Review of Informational Reports

- A. Informational Reports as of June 2026

XI. Review and Action as Necessary on Executive Session Items

- A. Discussion and Action Related to Grievance by AP (Texas Government Code 551.074, Personnel Matters)

XII. Announcements

- A. Next Meetings

1.

- Tuesday, August 11, 2026
 - 3:00 p.m. - Education & Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:00 p.m. – Finance, Audit and Human Resources Committee
- Tuesday, August 25, 2026
 - 5:30 p.m. – Regular Board Meeting

- B. Other Announcements

Approval of Board Meeting Minutes

Purpose The following Board Meeting Minutes are submitted for approval:

1. June 23, 2026 Regular Board Meeting
2. July 9, 2026 Board Work Session
3. July 14, 2026 Special Board Meeting

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

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

Additional Information

Enclosed Documents None

Funding

Staff Resource

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

**South Texas College
Board of Trustees Regular Meeting Tuesday, June 23, 2026 @ 5:30 PM
Ann Richards Administration Building Board Room Pecan Campus,
McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, June 23, 2026 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:38 p.m. Chair, Mr. Paul Rodriguez presiding.

Members present: Dr. Alejo Salinas, Jr., Mr. Paul R. Rodriguez, Ms. Rose Benavidez, Ms. Victoria Cantu, Ms. Dalinda Gonzalez-Alcantar, Mr. David De Los Rios, and Ms. Rina Castillo.

Members absent: None.

Also present: Dr. Ricardo Solis, Ms. Mary Del Paz, Ms. Deyadira Leal, Dr. Brett Millan, Dr. Anahid Petrosian, Ms. Olivia De La Rosa, Dr. Rebecca De Leon, Ms. Myra De La Garza, Dr. Carlos Margo, Dr. Margo Vargas-Ayala, Mr. George McCaleb, Ms. Melissa Pena, Mr. Julian Alvarez, Mr. Rick De La Garza, Mr. Mark Goulet via teleconference, Ms. Amanda Sotelo, Mr. Joe Vela, Ms. Cindy Blanco, Dr. Eliza Alvarado, Ms. Darcia Cuellar, Mr. Robert Gomez, Ms. Christina Cavazos, Mr. Adrian Lozano, Ms. Danielle Farrag, Mr. Nicholas Hinojosa, Mr. Ruben G. Flores, Ms. Luisa Ramirez, Mr. David Valdez, Ms. Kelly Nelson, Mr. Javier Cuellar, Ms. Lisa Aleman, Ms. Carla Rodriguez, Mr. Lucio Gonzalez, Ms. Myriam Lopez, Ms. Monica Perez, Dr. Matt Hebbard via teleconference, Dr. Rodney Rodriguez, Dr. Fernando Chapa, Ms. Marcela Beas, Dr. Marcos Silva, Ms. Olivia Gomez, Dr. Ali Esmaeili, Mr. Martin Villarreal, Ms. Julissa Canales, Ms. Alicia Correa, Dr. Jesus Campos, Ms. Gardenia Perez, Ms. Monica Benitez, Chief Ruben Suarez, Lt. Rene Avendano, Mr. Sergio Rojas, Mr. Andrew Fish, Mr. Javier Villalobos, and Ms. Venisa Earhart.

Determination of a Quorum

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

Invocation

Ms. Carla Rodriguez, Executive Director of Sponsored Initiatives, said the invocation.

Public Comments

There were no public comments.

Approval of Board Meeting Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) May 26, 2026 Board Work Session
- 2) May 26, 2026 Regular Board Meeting

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

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

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

Mr. Paul Rodriguez accepted the minutes as presented.

Deliberation and Action as Necessary on Self-Assessment of the Board of Trustees

The Board is asked to conduct a self-assessment of the Board of Trustees.

These assessments are a valuable process to provide the Board of Trustees with a periodic review of their stewardship of the College. Additionally, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) *Principles of Accreditation* calls for regular Board self-evaluation (Principle 4.2.g).

The previous self-assessment of the Board of Trustees was conducted in August 2024.

The evaluation form for the self-assessment of the Board of Trustees is provided under separate cover for the Board's information and review.

The Board is asked to take action as necessary regarding the self-assessment.

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

The Board of Trustees of South Texas College approves and authorizes action as necessary regarding the self-assessment of the Board of Trustees.

Approval Recommended:

Dr. Ricardo J. Solis
President

No action was taken on this item. Chairman, Mr. Paul Rodriguez requested that all evaluation documents be returned to him by the July 14, 2026 Committee Meetings.

Deliberation and Action as Necessary on Assessment of the College President

The Board is asked to conduct an assessment of the College President.

These assessments are a valuable process to help the Board in their stewardship of the College and to provide the College President with feedback as necessary. Additionally, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) *Principles of Accreditation* calls for regular Board evaluation of the College President (Principle 4.2.c).

The previous assessment of the College President was conducted in August 2024.

The evaluation form for the assessment of the College President is provided under separate cover for the Board's information and review.

The Board is asked to take action as necessary regarding the assessment of the College President.

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

The Board of Trustees of South Texas College approves and authorizes the assessment of the College President and any required specific instructions regarding the questions, format, method, and time frame as appropriate.

Approval Recommended:

Dr. Ricardo J. Solis
President

No action was taken on this item. Chairman, Mr. Paul Rodriguez requested that all evaluation documents be returned to him by the July 14, 2026 Committee Meetings.

Chair Appointment of Board Committee Chairs and Committee Members

Policy BCB – *Board Internal Organization: Board Committees* designates the three (3) committees of the Board:

- Education and Workforce Development
- Finance, Audit, and Human Resources
- Facilities

The Chair may, from time to time as deemed necessary, create committees to advise the Board and facilitate the efficient operation of the Board. Their membership is established by action of the Chair. A committee that includes one or more Trustees is subject to the Open Meetings Act when it meets to discuss public business or policy. *Atty. Gen. Op. No. JM-1072 (1989)*.

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

The following Minute Order is proposed for the Board Chair:

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

Education and Workforce Development Committee

Chair: Ms. Rina Castillo

Member: Dr. Alejo Salinas

Member: Mr. Paul Rodriguez

Finance, Audit, and Human Resources Committee

Chair: Ms. Dalinda Gonzalez-Alcantar

Member: Mr. Paul Rodriguez

Member: Ms. Victoria Cantu

Facilities Committee

Chair: Dr. Alejo Salinas

Member: Ms. Rose Benavidez

Member: Mr. David De Los Rios

Approval Recommended:

Dr. Ricardo J. Solis
President

**South Texas College
Board of Trustees Regular Meeting
June 23, 2026**

May 2026 Grant Awards

Grant Title: Project Choosing College, Changing Lives Collaborative STEM Enrichment Camps

Awarding Agency: Department of Education/Region One

Division and Department Awarded: AAED, Center for Advanced Training & Apprenticeships (CATA)

Amount Awarded: \$76,320

Funding Period: April 13, 2026 - July 31, 2026

Strategic Goal #2: Develop, Align and Optimize Educational Programs

Project Summary: This is a partnership initiative that CATA will support to increase college awareness, career pathway exploration, and exposure to STEM and skilled trades through hands-on learning. Approximately 240 students will participate in 20 hours of enrichment summer camps focused on Arduino Projects, Drones Discovery, and LEGO EV3 Mindstorms, while also receiving information on admissions, programs, and financial aid opportunities.

Project Leads:

- Dr. Carlos Margo, Dean - Center for Advanced Training & Apprenticeships
 - Leonel Garcia, Director - Center for Advanced Training & Apprenticeships
-

Grant Title: Tech and Trades Summer Camp

Awarding Agency: Department of Education/Region One

Division and Department Awarded: AAED, Center for Advanced Training & Apprenticeships (CATA)

Amount Awarded: \$21,650

Funding Period: April 21, 2026 – June 30, 2026

Strategic Goal #2: Develop, Align and Optimize Educational Programs

Project Summary: This is a partnership initiative that CATA will support to increase student engagement in STEM and high-demand career pathways through hands-on learning experiences. Approximately 60 students will participate in interactive sessions focused on Automotive, Wire Wonders, Robo-Tech, and Drone Piloting, while also receiving information on admissions, financial aid, and academic program opportunities.

Project Leads:

- Dr. Carlos Margo, Dean - Center for Advanced Training & Apprenticeships
 - Leonel Garcia, Director - Center for Advanced Training & Apprenticeships
-

Grant Title: Building Construction Trades

Awarding Agency: Texas Workforce Commission

Division and Department Awarded: AAED, Center for Advanced Training & Apprenticeships (CATA) and Division of Business, Public Safety, & Technology (BPST)

Amount Awarded: \$249,134

Funding Period: June 1, 2026 – May 31, 2028

Strategic Goal #2: Develop, Align and Optimize Educational Programs

Project Summary: Funding will support the implementation of a 24-month program that will train 57 participants for entry-level employment as electricians while providing a pathway into the credit-bearing Electrician Technology Program. Through the program, students will earn National Center for Construction Education & Research (NCCER) Core, Occupational Safety and Health Administration (OSHA) 10 Construction, and NCCER Electrical Level 1 and 2 certifications.

Project Leads:

- Jose Vela, Interim Dean – Division of Business, Public Safety, & Technology
 - Daniel Sanchez, Electrician Assistant Faculty
 - Dr. Carlos Margo, Dean - Center for Advanced Training & Apprenticeships
 - Leonel Garcia, Director - Center for Advanced Training & Apprenticeships
-

Grant Title: South Texas College Adult Literacy Program

Awarding Agency: Dollar General Literacy Foundation

Division and Department Awarded: AAED, Continuing Education and Workforce Development (CEWD)

Amount Awarded: \$9,000

Funding Period: May 8, 2026 – April 30, 2027

Strategic Goal #2: Develop, Align and Optimize Educational Programs

Project Summary: Funding will support 142 participants in the Adult Literacy Program through GED preparation services, including GED Ready practice test vouchers, 200 hours of instruction in GED subject areas, case management, and post-completion support, with the goal of increasing GED completion and facilitating transitions to college or employment.

Project Leads:

- Olivia De La Rosa, Dean – Continuing Education & Workforce Development
 - Xenia Munoz, Program Developer and Coordinator
-

Dr. Rodney Rodriguez gave the update for the new grants.

Review and Action as Necessary Regarding Facility Use Agreement between South Texas College and PossAble Dream Adult High School

Purpose	To approve the negotiation and execution of a facilities usage agreement to support the PossAble Dream Foundation's use of classroom spaces at South Texas College's Starr County Campus.
Justification	Dr. Darcia Cuellar, Superintendent of PossAble Dream Adult High School, has approached South Texas College about the possibility of using facilities at South Texas College's Starr County Campus for one year to assist in the offering of adult high school programming in Starr County. The PossAble Dream Adult High School will provide adults up to 50 years old with an opportunity and pathway to return to and complete a high school diploma. Administration has identified the following options, which were received favorably by the PossAble Dream Foundation team: Starr County Campus South Academic Building E STR E 1.508 – classroom STR E 1.516 – classroom STR E 2.610 – office STR E 2.614 – office Administration has reviewed the request and determined potential fees of \$67,040.64 for facilities usage, which includes all costs associated with maintaining open and active facilities outside the College's normal operating hours. Dr. Ricardo J. Solis, College President, recommends proceeding with a no-cost facilities usage agreement to support the PossAble Dream Foundation in their Starr County launch.
Enclosed Document	Appendix A – possible Dream Adult High School Lease Agreement Total Cost
Staff Resource	Dr. Ricardo J. Solis, College President
Additional Information	This item was not available for the June 9, 2026 Facilities Committee meeting; therefore, this item is being presented without a committee recommendation. Administration recommends approval as presented.

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

The Board of Trustees of South Texas College approves and authorizes to negotiate and execute the proposed facilities usage agreement with the PossAble Dream Foundation as presented.

Approval Recommended:

Dr. Ricardo J. Solis President

Upon a motion by Ms. Rose Benavidez and a second by Ms. Victoria Cantu The Board of Trustees of South Texas College approves and authorizes to negotiate and execute the proposed facilities usage agreement with the PossAble Dream Foundation as presented.

The motion carried.

Appendix A

Proposed Fee Structure followed in the packet

Review of the External Affairs Department

Purpose	Dr. Ricardo J. Solis, President and Dr. Rodney Rodriguez, Vice President of Institutional Advancement and External Affairs will discuss a review of the External Affairs Department with the Board.
Justification	This item was deferred from the May 26, 2026 Regular Board Meeting. Dr. Alejo Salinas, Jr., Chairman of the Board of Trustees, requested that the College President discuss the External Affairs Department and give an update on the total budget, including salaries and operational expenditures along with the department's revenue for the College.
Enclosed Documents	None
Funding	No funds are required.
Staff Resource	Dr. Ricardo J. Solis, President and Dr. Rodney Rodriguez, Vice President of Institutional Advancement and External Affairs
Recommendation	No action is necessary on this item.

Dr. Rodney Rodriguez, Dr. Marco Silva, and Ms. Olivia Gomez gave the presentation.

Review and Recommend Action as Necessary to Offer the Proposed Non-Credit Occupational Skills Award in Public Service Essentials in Fall 2026

Purpose Administration seeks Board approval to offer the non-credit Occupational Skills Award in Public Service Essentials in Fall 2026.

Justification Administration has undertaken an extensive review of the proposed credential, including determination of occupational need, student demand and opportunities for further education.

Graduates will be prepared for entry-level administrative roles, including Budget Assistants, Procurement Assistants, and City Administrative Specialists, and can stack this credential toward further certificates or degrees in public administration or related fields. The award consists of three courses which total 144 contact hours. Students can earn this credential within six months.

Additionally, students that complete this award will be eligible for nine semester credit hours (SCH) in escrow credit towards the Public Service Assistant certificate. This forms a pathway from short-term credential to the Associate of Applied Science in Public Administration and can carry on to one of our Bachelor programs.

Enclosed Documents OSA - Public Service Essentials handout.

Funding An OSA is eligible for performance-based funding. The current funded rate for this OSA is \$1,000 per student. Budget projections anticipate the program reaching positive net revenue by the first year of offering as our associated performance-based funding mechanism takes effect.

Staff Resources Mrs. Christina Cavazos, Associate Dean for Curriculum, Planning & Compliance

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

The Board of Trustees of South Texas College approves and authorizes to offer the non-credit Occupational Skills Award in Public Service Essentials in Fall 2026.

Approval Recommended:

Dr. Ricardo J. Solis
President

Upon a motion by Dr. Alejo Salinas and a second by Mr. David De Los Rios, the Board of Trustees of South Texas College approved and authorized to offer the non-credit Occupational Skills Award in Public Service Essentials in Fall 2026.

The motion carried.

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

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

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

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

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

- a. Approval on Award of Proposals and Approval of Purchases, Purchase Renewals, and Renewals at a total cost of \$5,369,982.48
- b. Review and Recommend Action on Change Orders for Contract with Precision Task Group (PTG) / Workday

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

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

Approval Recommended:

Dr. Ricardo J. Solis
President

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

The motion carried.

Consent Agenda:

a. Approval of Award of Proposal and Approval of Purchases, Renewals, and Interlocal Agreement \$2,833,015.85

Purpose and Justification – Administration requests Board approval of the following Approval of the award of proposals and approval of purchases, purchase renewals, and renewals at a total cost of \$5,369,982.48.

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

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

Recommendation: It is requested that the Committee recommend for Board approval of the award of proposals 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;

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	Entravision Communications

Vendors:	(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)

Consent Agenda:

b. Approval of the 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 recommended 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.

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

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 prepaids 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 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.

On June 11, 2026, the Texas Higher Education Coordinating Board (THECB) released corrected near-final FY 2027 funding runs and funding model, which reflected individual institutional allocations for all Community Colleges, and an overall reduction of 6.5 percent, totaling \$81,127,435.

The FY 2027 state appropriation funding for South Texas College will decrease by \$6,573,851 from the FY 2026 appropriations. The 6.5 percent reduction in FY 2027 state appropriations reflects the THECB's forecasting assumptions used during the 2025 legislative session, which did not fully capture the pace of outcome growth across community colleges.

Additionally, property tax revenue remains uncertain due to several legislative proposals that would modify the current property tax system. Governor Greg Abbott's property tax relief proposal includes five proposed changes that would affect the College's property tax revenue.

1. Require common sense local spending limits – limiting local government spending to population + inflation or 3.5% (the lesser of the two).
2. Require two-thirds voter approval for tax increases – raise voter approval threshold from majority to two-thirds on all local property tax increases before they can take effect.

3. Empower voters to roll back taxes – allow a rollback election to be initiated with only 15% of registered voters in a local area, including when the property taxes stay under the voter-approval rate.
4. Create appraisal predictability, cap appraisal growth – all properties be appraised every five years, lower the homestead appraisal cap from 10% to 3%, and expand the cap to all properties.
5. Eliminate school property taxes for homeowners – voters will have the right to decide to eliminate school district property taxes on homeowners.

Enclosed Documents

Appendix A – FY 2026 – 2027 Preliminary Budget Summary

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.

No action was necessary on this item.

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

The Board of Trustees of South Texas College approve and authorize the proposed FY 2026 – 2027 request for additional and revised new positions and other adjustments.

Approval Recommended:

Dr. Ricardo J. Solis
President

Upon a motion by Ms. Victoria Cantu and a second by Mr. David De Los Rios The Board of Trustees of South Texas College approved and authorized the proposed FY 2026 – 2027 request for additional and revised new positions and other adjustments.

The motion carried.

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 FY2026 - 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 ***It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:***

The Board of Trustees of South Texas College approves and authorizes the proposed Employee Compensation Plan for FY 2026 - 2027 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Upon a motion by Mr. David De Los Rios and second by Ms. Victoria Cantu the Board of Trustees of South Texas College approved and authorized the proposed Employee Compensation Plan for FY 2026- 2027 as presented.

The motion carried.

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 ***It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:***
The Board of Trustees of South Texas College approve and authorize 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 Ms. Dalinda Gonzalez-Alcantar and a second by Ms. Victoria Cantu the Board of Trustees of South Texas College approved and authorized 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.	BCE (Local) – Board Internal Organization:	New	49	This new recommended local policy addresses the formation and authority of advisory committees, which are mainly composed of college district staff, students,

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
	Advisory Committees			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	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. At Removal, recommended language incorporates the requirement from the bill that a member may be removed on recommendation of the provost. The number of representatives of each academic unit that will serve on the faculty senate has been added.
Personnel				
C.	DGBA (Local) – Personnel-Management Relations: Employee Grievances	11/25/2025	50	Language has been reorganized to clarify the structure of grievance processes. The recommended revisions require the college to provide employees with a Notification of Rights on its website. At Formal Process, language has been added to clarify that certain complaints must begin at the board level and to clarify certain filing procedures. Language has been added to clarify the grievance process for Complaints Against Supervisors. 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. A cross-reference has been updated to incorporate the reorganization of policies related to security personnel.

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
				The grievance filing deadline has been increased from 10 business days to 15 business days. Additional changes have been made for clarity and to align the policy with applicable law.
Instruction				
D.	EFAA (Local) – Instructional Programs and Courses: Academic Courses	New	50	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. 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.
Policy Modifications are reflected as follows:				
Additions: blue font		Deletions: red font with a strikethrough.		Repositioned: Moved From <u>Moved To</u>

Appendix B

Policies followed in the packet.

**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.

No action was required on this item.

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: Moved From <u>Moved To</u>

Appendix B

Policies followed in the packet.

Review and Recommend Action on Assignment of Projects for On-Call Architectural Services

Purpose To assign projects to the on-call architectural services pool firms.

Justification On March 24, 2026, the Board of Trustees approved the on-call pool of architectural firms. Architectural services are necessary for performing design and construction administration services. The design scope of work includes, but is not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the projects.

On April 28, 2026, the Board of Trustees approved the assignment of three (3) projects to three (3) architectural firms in the on-call pool. There are an additional two (2) projects on the FY26 and FY27 construction schedule that will require architectural services. The following assignment of projects is proposed:

Assignment of Projects to On-Call Architecture Pool Firms		
FY	Project	Architectural Firm
FY26	Regional Center for Public Safety Excellence Obstacle Course and Fitness Trail	Gignac & Associates, LLP
FY27	Health Science Professions Campus East Building A West Side Window Waterproofing Repairs	goERO International LLC./ dba ERO Architects

Staff reviewed the qualifications of the firms in the pool and are recommending assignment of the best-qualified firms to the projects based on the following selection criteria:

- Project Team
- Related Projects
 - Experience with the type of project
 - Experience with the existing facility or site
 - Project scope
- Past experience with STC

Enclosed Documents Appendix A – List of Upcoming Architectural Projects
Appendix B – Assignment of Projects - Architectural Services
Appendix C – Fact Sheets

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

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

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

The Board of Trustees of South Texas College approves and authorizes the assignment of projects to the on-call architectural services pool firms as presented.

Upon a motion by Dr. Alejo Salinas and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized the assignment of projects to the on-call architectural services pool firms as presented.

The motion carried.

Appendix A

List of Upcoming Architectural Projects followed in the packet.

Appendix B

Assignment of Projects - Architectural Services followed in the packet.

Appendix C

Fact Sheets followed in the packet.

Review and Recommend Action on Substantial Completion of the Health Science Professions Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab

Purpose To approve substantial completion of the projects.

Justification College staff visited the site and developed a construction punch list on May 21, 2026.

- Architect: Boultinghouse Simpson Gates Architects
- Contractor: CRC Development & Construction Co., LLC.

A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project by CRC Development & Construction Co., LLC. The original cost approved for these projects was \$265,320.

Enclosed Documents Appendix A – Current Budget Status
Appendix B – Photos
Appendix C – Substantial Completion Form
Appendix D – Fact Sheet

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

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

The total Health Science Professions Campus East Building A Community Pharmacy Lab Renovations Project 2025-005C estimated cost, including construction, design, miscellaneous, FFE, and technology, is \$355,607.

- Construction \$274,600
- Design 27,460
- Miscellaneous 6,865
- FFE 23,341
- Technology 23,341
- Total \$355,607**

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

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

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

The Board of Trustees of South Texas College approves and authorizes the substantial completion of the Health Science Professions Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab projects as presented.

Upon a motion by Dr. Alejo Salinas and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized the substantial completion of the Health Science Professions Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab projects as presented.

The motion carried.

Appendix A

Current Budget Status

Health Science Professions Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$399,600.00	\$265,320.00	\$0	\$265,320.00	\$223,915.00	\$41,405.00

Appendix B

Photos followed in the packet.

Appendix C

Substantial Completion followed in the packet.

Appendix D

Fact Sheet followed in the packet.

Al.A Document G704" - 2017

Certificate of Substantial Completion

PROJECT: (name and address)
Nursing Allied Health Building A
Radiology Pharmacy Renovation
RFP#24-2S-1 071

CONTRACT INFORMATION:
Contract For: General Construction
Date: Oct. 16, 2025

CERTIFICATE INFORMATION:
Certificate Number: 01
Date: June 2, 2026

OWNER: (name and address)
South Texas College
3201 West Pecan Blvd.
McAllen, Texas

ARCHITECT: (name and address)
Boultinghouse Simpson
Gates Architects
McAllen, Texas 78501

CONTRACTOR: (name and address)
CRC Development Construction LLC
2016 S. 45th Street
McAllen, Texas 78503

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.
(Identify the Work, or portion thereof, that is substantially complete.)

Boultinghouse Simpson
Gates Architects

ARCHITECT (Firm Name)



SIGNATURE

John Gates, AIA NCARB,
Project Architect

PRINTED NAME AND TITLE

May 21, 2026

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)

see attached punch list for remaining items to be repaired or remedied

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the List of items attached hereto within fourteen (14) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$3,000.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

CRC Development
Construction LLC

CONTRACTOR (Firm Name)

SIGNATURE

PRINTED NAME AND TITLE

DATE

South Texas College

OWNER (Firm Name)

SIGNATURE

PRINTED NAME AND TITLE

DATE

Review and Recommend Action on New Lease Agreement with El Milagro Clinic and the City of McAllen for Use of the El Milagro Clinic Parking Lot

Purpose To approve a new lease agreement with El Milagro Clinic and the City of McAllen for a new lease period.

Justification On November 29, 2022, the Board approved the lease agreement with the El Milagro Clinic and the City of McAllen for the use of the 80-space vehicle parking lot located on the El Milagro Clinic property, adjacent to the Health Science Professions Campus. On October 29, 2024, the Board approved a renewal of the lease agreement.

The period of the approved renewal was from October 21, 2024 to October 20, 2026. Due to delays in executing the renewal, the City of McAllen has approved a new lease agreement for a period from October 21, 2024 to October 21, 2028.

The new lease agreement allows for one 48-month renewal at a cost of \$1,250 annually. The South Texas College Health Science Professions staff would like to continue to use this parking facility.

Staff recommends approval of the new lease agreement as noted below.

Facility	Initial Term	Optional Renewal	Lease Cost
El Milagro Clinic 80-space Parking Lot	10/21/2024 – 10/21/2028	10/21/2028 – 10/21/ 2032	\$1,250 per year

Enclosed Documents None.

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

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

The Board of Trustees of South Texas College approves and authorizes the new lease agreement with El Milagro Clinic and the City of McAllen for use of the El Milagro Clinic Parking Lot by South Texas College for the period of October 21, 2024 to October 21, 2028, with the option of one 48-month renewal, as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Upon a motion by Ms. Rose Benavidez and a second by Ms. Victoria Cantu The Board of Trustees of South Texas College approves and authorizes the new lease agreement with El Milagro Clinic and the City of McAllen for use of the El Milagro Clinic Parking Lot by South Texas College for the period of October 21, 2024 to October 21, 2028, with the option of one 48-month renewal, as presented.

The motion carried.

**Review and Recommend Action on Unexpended Plant Fund – Construction
Proposed Projects and Preliminary Budgets for Fiscal Year 2026 – 2027**

Purpose	To approve the Unexpended Plant Fund – Construction Proposed Projects and Preliminary Budgets for FY 2026 – 2027.
Justification	The College utilizes the Unexpended Plant Fund to budget and fund new construction and renovation projects termed Capital Improvements Projects (CIPs). The College’s construction fund projects are identified on an annual basis through a broad-based involvement of Administration, President’s Administrative Staff, and the Coordinated Operations Council to determine facilities needs and priorities. The proposed preliminary project budgets include the following budget categories: Construction; Design; Furniture, Fixtures, & Equipment (FFE); Miscellaneous Items; and Technology Equipment. The Miscellaneous items include materials testing, surveys, cost of advertisement, cost of printing, and related fees required by the governing authorities.
Enclosed Documents	Appendix A – Unexpended Construction Plant Fund Proposed Projects Report

Funding Upon Board approval, the proposed projects will be included in the Unexpended Plant Fund - Construction Fund budget for use in FY 2026 – 2027.

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

Recommendation *It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:*
The Board of Trustees of South Texas College approves and authorizes the Unexpended Plant Fund – Construction Proposed Projects and Preliminary Budgets for FY 2026 – 2027 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Upon a motion by Dr. Alejo Salinas and a second by Ms. Rina Castillo the Board of Trustees of South Texas College approves and authorizes the Unexpended Plant Fund – Construction Proposed Projects and Preliminary Budgets for FY 2026 – 2027 as presented.

The motion carried.

Appendix A

Unexpended Construction Plant Fund Proposed Projects Report follows in the packet.

**Review and Recommend Action on Renewals & Replacements Plant Fund
Proposed Projects and Preliminary Budgets for Fiscal Year 2026 – 2027**

Purpose To approve the Renewals & Replacements Plant Fund Proposed Projects and Preliminary Budgets for FY 2026 – 2027.

Justification Personnel from the College's Facilities Operations and Maintenance Department and the Facilities Planning & Construction Department work together to identify deferred maintenance projects. These efforts result in a five-year plan which is updated on an annual basis and includes capital renewal and replacement construction projects needed at each campus. Using this five-year deferred maintenance plan, a Renewals and Replacements budget is prepared each year to address the deferred maintenance planned needs for the following fiscal year.

Enclosed Documents Appendix A – Renewals and Replacements Plant Fund Proposed Projects Report

Funding Upon Board approval, the proposed projects will be included in the Renewals and Replacements Plant Fund budget for use in FY 2026 – 2027.

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

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

The Board of Trustees of South Texas College approves and authorizes the Renewals & Replacements Plant Fund Proposed Projects and Preliminary Budgets for FY 2026 – 2027 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Upon a motion by Mr. David De Los Rios and a second by Ms. Rina Castillo the Board of Trustees of South Texas College approved and authorized the Renewals & Replacements Plant Fund Proposed Projects and Preliminary Budgets for FY 2026 – 2027 as presented.

The motion carried.

Appendix A

Renewals & Replacements Plant Fund Proposed Projects Report followed in the packet.

Review and Action as Necessary Regarding Renewal of Lease Agreement between South Texas College and Sam Houston State University

Purpose	To recommend Board approval of the continued negotiation and execution of an amended lease agreement and renewal to offer upper- level Criminal Justice courses at Pecan Campus, and to expand the lease to also include Starr County Campus.
Justification	The College is working with Sam Houston State University (SHSU) to support SHSU in offering a bachelor's in Criminal Justice/Law Enforcement at Pecan Campus and Starr County Campus. This program would increase the opportunities for South Texas College Law Enforcement and Criminal Justice graduates to earn a bachelor's degree from a premier institution in that field without leaving the region. On May 27, 2025, the Board approved a two-year lease agreement that provided general classroom space for instruction, offering afternoon and evening courses at Pecan Campus. The proposed amended agreement would permit SHSU to use general classroom space for instruction, offering afternoon and evening courses at Pecan Campus and at the Starr County Campus. Currently, the Fall 2026 and Spring 2027 semesters are planned for this agreement. The amendment would also revise the lease renewal period from 24 months to 12 months.
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Brett J. Millan, Associate Vice President for Academic Success and Advancement Ms. Mary Del Paz, Vice President for Finance and Administrative Services
Additional Information	This item was not available for the June 9, 2026 Facilities Committee meeting; therefore, this item is being presented without a committee recommendation. Administration recommends approval as presented.
Recommendation	The Board of Trustees approves proceeding with the negotiation and execution of an amended lease agreement and renewal with Sam Houston State University to offer upper-level Criminal Justice courses in at Pecan Campus and Starr County Campus as presented.

Upon a motion by Ms. Rose Benavidez and a second by Ms. Victoria Cantu the Board of Trustees approved proceeding with the negotiation and execution of an amended lease agreement and renewal with Sam Houston State University to offer upper-level Criminal

Justice courses in at Pecan Campus and Starr County Campus as presented.

The motion carried.

Approval of Financial Reports for April 2026

Administration recommends Board approval of the financial reports for the month of March 2026.

The following financial reports have been provided under separate cover:

- 1) Quarterly Investment Report and Money Market Accounts for April 2026.
- 2) Summary of Revenues for April 2026.
- 3) Summary of State Appropriations Revenue for April 2026.
- 4) Summary of Property Tax Revenue for April 2026.
- 5) Summary of Expenditures by Classification for April 2026.
- 6) Summary of Expenditures by Function for April 2026.
- 7) Summary of Auxiliary Fund Revenues and Expenditures for April 2026.
- 8) Summary of Grant Revenues and Expenditures for April 2026.
- 9) Foundation Financial Activity for April 2026.

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

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

The Board of Trustees of South Texas College approves and authorizes the submitted financial reports for the month of April 2026.

Approval Recommended:

Dr. Ricardo J. Solis
President

Upon a motion by Mr. David De Los Rios and a second by Ms. Victoria Cantu the Board of Trustees of South Texas College approved and authorized the submitted financial reports for the month of April 2026.

The motion carried.

Review of Informational Reports as of May 2026

Administration includes the following information reports as of May 2026 for the Board's information.

- 1) Checks for \$125,000 and above for May 2026.
- 2) Check Register for May 2026.
- 3) Summary of Purchase Orders (Purchasing) for May 2026.
- 4) Summary of Bid Solicitations (Purchasing) for May 2026.
- 5) Employee New Hires for May 2026.
- 6) Employee Resignations/Retirements for May 2026.

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

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

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

No action was necessary on this item.

Grievance by AP (Texas Government Code 551.074, Personnel Matters)

Purpose To hear the grievance by AP.

Recommendation It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration: regarding the grievance by AP.

No action was taken on this item.

Adjournment

There being no further business to discuss, the Regular Board Meeting of the South Texas College Board of Trustees adjourned at 9:07 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, June 23, 2026 Regular Board Meeting of the South Texas College Board of Trustees.

X_____

Ms. Victoria Cantu

Board Secretary

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES WORK SESSION
Tuesday, July 7, 2026 @ 2:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Board Work Session of the South Texas College Board of Trustees was held on Tuesday, July 7, 2026 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 2:38 p.m. with Mr. Paul Rodriguez presiding.

Members present: Mr. Paul R. Rodriguez, Dr. Alejo Salinas, Ms. Rose Benavidez via teleconference, Ms. Dalinda Gonzalez-Alcantar, and Ms. Rina Castillo.

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

Also present: Dr. Ricardo J. Solis, Ms. Mary Del Paz, Dr. Jesus Campos, Dr. Anahid Petrosian, Ms. Alicia Correa, Ms. Claudia Olivares, Ms. Gardenia Perez, Dr. Fernando Chapa, Chief Ruben Suarez, Mr. Frank Jason Gutierrez, Ms. Erika Romero, Dr. Barbara Hinojosa, Dr. Christopher Nelson, Mr. Joel Jason Rodriguez, Dr. Matt Hebbard, Ms. Jessica Galloso, Dr. Yolanda Martinez, Lt. Johnny Barboza, Ms. Carla Rodriguez, Ms. Lynda Lopez, Dr. Marcos Silva, Ms. Olivia Gomez, Ms. Myra De La Garza, Mr. Sergio Rojas, Ms. Lisa Aleman, Ms. Georgina Marr, and Ms. Venisa Earhart.

Determination of a Quorum

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

**STC President's Cabinet Findings Report and Analysis by
Leadership Empowerment Group**

Purpose	Presentation of the Findings Report and Analysis by Leadership Empowerment Group.
Justification	Dr. Barbara Hinojosa will present her findings and analysis of the President's Cabinet.
Enclosed Documents	None.

Staff Resource Dr. Ricardo J. Solis, President

Recommendation No action is required from the Board. This item is presented for information and feedback purposes only.

The Board of Trustees heard the presentation by Dr. Barbara Hinojosa regarding the President's Cabinet.

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

Presentation on Organizational Culture Climate Survey

Purpose Presentation on the results of the fiscal year 2026 Organizational Culture Climate Survey (Climate Survey).

Justification The People Experience Analyst from People Element is providing the Board of Trustees with a presentation on the results of the Climate Survey, including insights to inform ongoing institutional planning and decision-making.

On March 23, 2026, the Climate Survey was distributed to employees and remained open through April 10, 2026. The survey has since concluded, and People Element has compiled the results for presentation to the Board of Trustees.

Enclosed Documents None.

Staff Resource People Experience Analyst, People Element
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation No action is required from the Board. This item is presented for information and feedback purposes only.

The Board of Trustees heard the presentation of the Culture Climate Survey as presented by People Element Experience Analyst.

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

Adjournment

There being no further business to discuss, the Board Work Session of the South Texas College Board of Trustees adjourned at 4:25 p.m.

I certify the foregoing are the true and correct minutes of Tuesday, July 7, 2026 Board Work Session of the South Texas College Board of Trustees.

X_____

Ms. Victoria Cantu

Board Secretary

**South Texas College
Board of Trustees Special Meeting Tuesday, July 14, 2026@ 4:30 PM
Ann Richards Administration Building Board Room Pecan Campus,
McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Special Board Meeting of the South Texas College Board of Trustees was held on Tuesday, July 14, 2026 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:53 p.m. Chair, Mr. Paul Rodriguez, presiding.

Members present: Mr. Paul R. Rodriguez, Dr. Alejo Salinas, Mr. David De Los Rios, and Ms. Rina Castillo.

Members absent: Ms. Dalinda Gonzalez-Alcantar, Ms. Rose Benavidez, and Ms. Victoria Cantu.

Also present: Dr. Ricardo Solis, Ms. Mary Del Paz, Ms. Deyadira Leal, Dr. Anahid Petrosian, Dr. Matt Hebbard, Dr. Jesus Campos, Lt. Johnny Barboza, Lt. Rene Avendano, Chief Ruben Suarez, Dr. Margo Vargas-Ayala, Mr. George McCaleb, Mr. Martin Villarreal, Ms. Kelly Nelson, Mr. Robert Gomez, Dr. Brett Millan, Dr. Rebecca De Leon, Mr. Andrew Fish, Mr. Javier Villalobos, and Ms. Venisa Earhart.

Determination of a Quorum

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

Approval to Award Insurance Proposals for School Leaders Errors & Omissions (E&O), General Liability, Law Enforcement Liability, Crime Automobile, and Workers' Compensation

Purpose	Approval to award the insurance proposals for School Leaders Errors & Omissions (E&O), General Liability, Law Enforcement Liability, Crime, Automobile, and Workers' Compensation as listed in Appendix B.
Justification	The College maintains comprehensive insurance program designed to mitigate risk, protect institutional assets, and minimize potential financial liabilities. Continuation of this coverage is essential to preserving the College's financial stability and ensuring compliance with applicable statutory, regulatory and contractual requirements. The insurance includes the following coverage: a. School Leaders Errors & Omissions (E&O), General Liability, Law Enforcement Liability, and Automobile Insurance, which provide protection for the College, its officials, and employees against claims arising from governance decisions, operational activities, law enforcement functions, and the use of College-owned or authorized vehicles. b. Crime Insurance - Provides coverage for losses resulting from theft, fraud, or employee dishonesty. c. Workers' Compensation Insurance, which provides statutory benefits and coverage for employees who sustain work-related injuries or illnesses. These current insurance coverages will expire on August 31, 2026. The College's insurance risk management consultant, Acrisure Texas Risk Advisors and Insurance Services, LLC, reviewed the proposals and provided their recommendation letters and the analysis of the responses. They will be available to answer any questions if needed.
Enclosed Documents	Appendix A - Project Timeline and Information Appendix B - Insurance Premiums Summary Appendix C - Insurance Summary of Responses Appendix D - School Leaders, Errors & Omissions, General Liability, Law Enforcement, Automotive Insurance - Recommendation Letters, Analysis of Responses and Evaluation Summary Appendix E - Workers' Compensation Insurance - Recommendation Letter, Analysis of Responses and Evaluation Summary Appendix F - Crime Insurance - Recommendation Letter and Analysis of Responses
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Ken Lyons, Risk Manager

Recommendation The Committee recommended Board approval to award the insurance proposals for School Leaders Errors & Omissions (E&O), General Liability, Law Enforcement Liability, Crime, Automobile, and Workers Compensation as listed in Appendix B for the period beginning September 1, 2026 through August 31, 2027, with two one-year options to renew, at an estimated total of \$520,717.00.

APPENDIX A

Project Timeline and Information

Advertised RFP	May 13, 2026 and May 20, 2026
RFP Responses Due	June 10, 2026
RFP Issued To	Seven hundred and twenty-one (721) vendors
Responses Received From	Three (3) proposals
Responses Reviewed By	Facilities Operations & Maintenance (Risk and Environmental) and Purchasing Department

HiQhest-Ranked Vendor

Vendors listed in Appendix B.

APPENDIX B

Insurance Premiums Summary

School Leaders Errors & Omissions, General Liability, Law Enforcement Liability, and	
Automobile	
Vendor	Texas Association of School Boards
Carrier	TASB Risk Management Fund
Premium	\$247,673.00
Crime	
Vendor	
Carrier	
Premium	No responses
Workers' Compensation	
Vendor	Texas Association of School Boards
Carrier	TASB Risk Management Fund
Premium	\$273,044.00

Premiums Total Amount: \$520,717.00

Upon a motion by Dr. Alejo Salinas and a second by Mr. David De Los Rios, the Board of Trustees of South Texas College approved and authorized to award the insurance proposals for School Leaders Errors & Omissions (E&O), General Liability, Law Enforcement Liability, Crime, Automobile, and Workers Compensation as listed in Appendix B for the period beginning September 1, 2026 through August 31, 2027, with two one-year options to renew, at an estimated total of \$520,717.00.

The motion carried.

Appendix C
School Leaders Errors & Omissions (E&O), General Liability, Law
Enforcement Liability, Crime, Automobile, and Workers' Compensation
Insurance
Project No. 26-27-1001

VENDOR	PROPOSED Texas Association of School Board
ADDRESS	PO Box 301
CITY/STATE/ZIP	Austin, TX 78767
CONTACT	Mary Barrett
Casualty	
School Leaders E&O	\$ 159,381.00
General Liability	Included
Law Enforcement	Included
Automobile	\$ 88,292.00
Casualty Sub-Total	\$ 247,673.00
Subject to:	Note: Coverage contingent upon concurrent participation in funds Auto, Liability & Workers' Compensation Programs
Workers' Compensation	
Workers' Compensation - Out ofNetwork	
Total Workers' Compensation	\$ 273,044.00
Subject to:	Note: Coverage contingent upon concurrent participation in funds Auto, Liability & Workers' Compensation Programs
Total Amount Proposed by Vendor	\$ 520,717.00



June 29, 2026

Ms. Maria G. Del Paz
Vice President for Finance & Administrative Services
South Texas College
PO Box 9701
Mc Allen, Texas 78501

**RE: School Leaders E&O, General Liability, Law Enforcement Liability,
Automobile Liability
Effective September 1, 2026**

Dear Ms. Del Paz,

The College received one response for the above referenced coverages this year.

Texas Association of School Boards (TASB) offered renewal terms for School Leaders E&O including General Liability/Law Enforcement Liability at an annual premium of \$159,381. The automobile coverage, which includes liability and physical damages coverages, is being offered for \$88,292. The TASB proposal is contingent upon concurrent participation in the Auto, Liability and Workers Compensation programs proposed.

Recommendation:

On behalf of South Texas College, we recommend the purchase of School Leaders E&O, General Liability, Law Enforcement Liability, and Automobile coverage from TASB Risk Management for the policy term September 1, 2026, through August 31, 2027 at a total annual premium of \$247,673.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Matl'.

Peter Matl, CIC, CRM
Client Advisor

Appendix D
School Leaders, Errors & Omissions, General Liability,
and Law Enforcement Insurance
Project No. 26-27-1001

Vendor	Texas Association of School Boards	Texas Association of School Boards
	Current Program	Proposed
Insurance Company	TASB Risk Management Fund	TASB Risk Management Fund
A.M. Best Rating	Not Applicable	Not Applicable
Admitted/Non Admitted	Not Applicable	Not Applicable
Type of Plan	Fully Funded	Fully Funded
School Leaders, Errors & Omissions		
Policy Form	Claims Made	Claims Made
Retroactive Date	Not Applicable	Not Applicable
Limit - per claim	1,000,000	\$ 1,000,000
Limit - annual aggregate	1,000,000	\$ 1,000,000
Defense Inside / Outside Limit	Outside	Outside Limit
Retentions:	50,000	\$ 50,000
Duty to Defend or Indemnity Form	Duty to Defend	Duty to Defend
Defense Coverage Breach of Employment Contract	Yes, See Proposal Clarification	Yes, See Proposal Clarification
Coverage Sexual Misconduct-Employment Practice Claims Only	Defense & Damages	Yes
Coverage Sexual Misconduct-Other than Employment	Defense & Damages	Yes
Defense for Individuals w/Disabilities Suits	Yes	Yes
Coverage Discrimination of race or national origin	Yes	Yes
Adm. Hearings- ADR, Spec, Ed., EEOC	Not Covered. Coverage may be provided when a claim proceeds to court level	Not Covered. Coverage may be provided when a claim proceeds to court level
Proposed Policy Non- Assessable	No	No
Defense Coverage for Breach of Contract Other than Employment Contract	No	No
Coverage for liability resulting from wrongful acts of consultants and independent contractors	No	No
Punitive and Exemplary Coverage	No	No
Personal Injury from an Employment Claim	Yes	Yes
Back- Wages covered	No	No
General Liability		
Limits:		
General Aggregate	N/A	N/A
Products/Completed Ops Agg	Excluded	Excluded
Personal & Advertising Injury	Included	Included
Each Occurrence	1,000,000	\$ 1,000,000
Deductible	none	none
Coverage for Allegations Sexual Abuse or Molestation	See School Leaders E&O	See School Leaders E&O
Employee Benefits Liability		
Limit	100,000	\$ 100,000
Policy Form	Occurrence	Occurrence
Retro Date	N/A	N/A
Deductible	none	none
Law Enforcement		
Limit of Liability	Included under GL or Professional Legal Liability depending on allegations	Included under GL or Professional Legal Liability depending on allegations
Policy Form	Depends on if allegations under general liability or professional liability	Depends on if allegations under general liability or professional liability
Retro Date	Not Applicable	Not Applicable
Deductible	none	none
Violent Acts		
Expenses (post event emergency costs, mental health services, communication)	\$ 250,000	\$ 250,000
Cost to replace/demo/loss property where event occurred	\$ 1,000,000	\$ 1,000,000
Premium :	\$ 174,793	\$ 159,381
	Note: Contingent Upon Concurrent Participation of Auto, General Liability, and Workers Compensation	Note: Contingent Upon Concurrent Participation of Auto, General Liability, and Workers Compensation

**Appendix D
Automobile Insurance
Project No.26-27-1001**

Vendor	Texas Association of School Boards	Texas Association of School Boards
	Current Program	Proposed
Insurance Company	TASB Risk Manageme n t Fun d	TASB Risk Manageme nt Fund
A.M. Best Rating	Not Rated	Not Rated
Admitted /Non Admitted	Admitted	Admitted
Type of Plan	Fully Funded	Fully Funded
Automobile		
# Un its	Not Provided	Not Provided
Liability Limits:	\$100,000 / \$300,000 / \$ 1 00,000	\$100,000 / \$300,000 / \$100,000
Lia bili ty Deductible	\$ 1,000	\$ 1,000
U nin sured/Underinsured Motorist	None	None
Physical Damage	ACY	ACY
Comprehensive Deductible	\$ 1,000	\$ 1,000
Collision Deductible	\$ 1,000	\$ 1,000
Hired Car Physical Damage Limit	\$ 50,000	\$ 50,000
Auto Catastrop he Physica l Damage Deductible	\$ 50,000	\$ 50,000
Auto Catastrop hic Deductible - Terms	App li es if greater of 30% of units or 5 vehicles are damaged in single event	App li es if greater of30% of units or 5 vehicles are damaged in sing le event
Premium	\$ 66,360	\$ 88,292
Subject to:	Coverage contingent upon concurrent participation in funds Auto , Liability, and Workers Compe nsat io n Programs	Coverage contingent upon concurrent participation in funds Auto, Liability, and Workers Compensation Programs

APPENDIXD
SOUTH TEXAS COLLEGE
SCHOOL LEADERS, ERROR AND OMISSIONS, GENERAL LIABILITY, LAW
ENFORCEMENT, AND AUTOMOBILE INSURANCE
PROJECT NO. 26-27-1001
EVALUATION SUMMARY

VENDOR		TASB Risk Management Fund	
ADDRESS		PO Box 301	
CITY/STATE/ZIP		Austin, TX 78759	
CONTACT		Mary Barrett	
	The purchase price. (up to 30 points)	30	30
		30	
		30	
		30	
2	The reputation of the vendor and the vendor's goods or services. (up to 25 points)	24	23.25
		25	
		20	
		24	
3	The quality of the vendor's goods and/or services. (up to 16 points)	16	15.25
		16	
		14	
		15	
4	The extent to which the vendor's goods and/or services meet the district's needs. (up to 15 points)	15	14.5
		15	
		14	
		14	
5	The vendor's past relationship with the College. (up to 3 points)	3	3
		3	
		3	
		3	
6	The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	0	0
		0	
		0	
		0	
7	The total long-term cost to the College to acquire the vendor's goods or services. (up to 5 points)	5	5
		5	
		5	
		5	
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 principal place of business in this state; or b. employs at least 500 persons in this state. (up to 5 points)	5	5
		5	
		5	
		5	
TOTAL EVALUATION POINTS		96	
RANKING			



June 29, 2026

Ms. Maria G. Del Paz
Vice President for Finance & Administrative Services
South Texas College
PO Box 9701
Mc Allen, Texas 78501

**RE: Workers' Compensation Insurance
Effective September 1, 2026**

Dear Ms. Del Paz,

The College received two responses for the above referenced coverages this year.

Texas Association of School Boards (TASB) offered a quote with an annual premium of \$273,044. McGriff offered a quote with an annual premium of \$282,929. The TASB proposal is contingent upon concurrent participation **in** the Auto, Liability and Workers Compensation programs proposed.

Recommendation:

On behalf of South Texas College, we recommend the purchase of Workers' Compensation coverage from TASB Risk Management for the policy term September 1, 2026, through August 31, 2027 at a total annual premium of \$273,044.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Matl'.

Peter Matl, CIC, CRM
Client Advisor

Appendix E
Workers' Compensation Insurance
Project No. 26-27-1001

Vendor	Texas Association of School Boards	Texas Association of School Boards	McGriff, A Marsh & McLennan Agency, LLC.
	Current Program	Proposed	Proposed
Insurance Company	TASB Risk Management Fund	TASB Risk Management Fund	Deep East Texas Self Insurance Fund
A.M. Best Rating	Not Rated	Not Rated	Not Rated
Admitted/Non Admitted	Admitted	Admitted	Admitted
Type of Plan	Fully Funded	Fully Funded	Fully Funded
Workers' Compensation			
Limits	Statutory	Statutory	Statutory
Deductible	none	none	none
Payroll Classifications			
8810 Clerical	\$ 10,914,235	\$ 10,701,420	\$ 10,701,420
9101 All Other	\$ 6,663,421	\$ 17,148,268	\$ 17,148,268
8868 Professional	\$ 85,781,609	\$ 109,760,542	\$ 109,760,542
7380 Bus Drivers	\$ 120,252	\$ 142,163	\$ 142,163
7720 Police Officers	\$ 2,121,339	\$ 1,247,608	\$ 1,247,608
Total Gross Payroll	\$ 105,600,856	\$ 139,000,000	\$ 139,000,000
8868 Volunteer Instructors	Not Covered	Not Covered	Not Covered
Employers Liability			
Bodily Injury by accident - each accident	Not Covered *	Not Covered *	\$1,000,00
Bodily Injury by disease - each employee	Not Covered *	Not Covered *	\$ 1,000,00
Bodily Injury by disease - policy limit	Not Covered *	Not Covered *	\$1,000,00
Estimated Premium - Out of Network	\$ 328,491	\$ 273,044	\$ 282,929
	Note: Contingent Upon Concurrent Participation of Auto, General Liability & Workers' Compensation	Note: Contingent Upon Concurrent Participation of Auto, General Liability & Workers' Compensation	

* Employer's Liability coverage is not required for public school districts per Section 504.002(a)(b), Texas Labor Code. PoliticalSubdivisions are not subject to the exemplary damage section, Section 408.001(b), Texas Labor Code of the Workers' Compensation Statute.

APPENDIXE
SOUTH TEXAS COLLEGE
WORKERS' COMPENSATION INSURANCE
PROJECT NO. 23-24-1001
EVALUATION SUMMARY

VENDOR		McGriff A Marsh & McLennan Agency, LLC		TASS Risk Management Fund	
ADDRESS		IO I 00 Katy Freeway Ste 400		PO Box 301	
CITY/STATE/ZIP		Houston, TX 77043		Austin, TX 78759	
CONTACT		Joseph Blasi		Mary Barrett	
	The purchase price. (up to 30 points)	28.95	28.95	30	30
		28.95		30	
		28.95		30	
		28.95		30	
2	The reputation of the vendor and the vendor's goods or services. (up to 25 points)	25	22.75	24	23.25
		23		25	
		20		24	
		23		20	
3	The quality of the vendor's goods and/or services. (up to 16 points)	16	15	16	15.25
		16		16	
		14		15	
		14		14	
4	The extent to which the vendor's goods and/or services meet the district's needs. (up to 15 points)	15	14 . 25	15	14.5
		15		15	
		14		14	
		13		14	
5	The vendor's past relationship with the College. (up to 3 points)	2	2	3	3
		2		3	
		2		3	
		2		3	
6	The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0
		0		0	
		0		0	
		0		0	
7	The total long-term cost to the College to acquire the vendor's goods or services. (up to 5 points)	5	5	5	5
		5		5	
		5		5	
		5		5	
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 principal place of business in this state; or b. employs at least 500 persons in this state. (up to 5 points)	5	5	5	5
		5		5	
		5		5	
		5		5	
TOTAL EVALUATION POINTS		92.95		96	
RANKING		2			



June 29, 2026

Ms. Maria G. Del Paz
Vice President for Finance & Administrative Services
South Texas College
PO Box 9701
Mc Allen, Texas 78501

RE: Crime Insurance
Effective September 1, 2026

Dear Ms. Del Paz,

The College received no responses for the above referenced coverage this year.

Recommendation:

On behalf of South Texas College, we recommend the rebid of Crime Insurance.

Sincerely,

A handwritten signature in black ink that reads 'Peter Matl'.

Peter Matl, CIC, CRM
Client Advisor

**Appendix F
Crime Insurance
Project No. 26-27-1001**

Vendor	Montalvo Insurance Agency	
Crime Insurance	Current Program	Proposed
Insurance Company	The Hartford Fire Insurance, Co.	No Responses
A.M. Best Rating	A++XV	
Admitted/Non Admitted	Admitted	
Employee Theft (Dishonesty)	\$ 1,000,000	
Forgery or Alteration	\$ 1,000,000	
On Premise	\$ 1,000,000	
In Transit	\$ 1,000,000	
Money Orders & Counterfeit Currency	\$ 1,000,000	
Computer Fraud	\$ 1,000,000	
Funds Transfer Fraud	\$ 1,000,000	
Claim Expense	\$ 5,000	
Retention	\$ 35,000	
Social Engineering Limit	\$ 500,000	
Retention	\$ 35,000	
TOTAL:	\$ 8,446	

Approval to Reject Insurance Proposals for Property, Inland Marine, Boiler and Machinery, and Cyber Liability Insurance

Purpose	Approval to reject two (2) proposals received for Property, Inland Marine, Boiler and Machinery, and Cyber Liability Insurance.
Justification	The College's insurance risk management consultant, Acrisure Texas Risk Advisors and Insurance Services, LLC, reviewed the proposals received and provided an analysis of the responses. Following the evaluation, it was determined that one proposal was incomplete and the other did not fully satisfy the College's insurance coverage requirements. As a result, the College will issue a new Request for Proposals (RFP) to obtain responses that meet the required specifications and coverage needs.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Ken Lyons, Risk Manager Deyadira Leal, Director of Purchasing and Distribution Services
Recommendation	The Committee recommended Board approval to reject two (2) proposals received for Property, Inland Marine, Boiler and Machinery and Cyber Liability Insurance.

Upon a motion by Dr. Alejo Salinas and a second by Mr. David De Los Rios the Board of Trustees of South Texas college approved and authorized to reject two (2) proposals received for Property, Inland Marine, Boiler and Machinery and Cyber Liability Insurance.

The motion carried.

Adjournment

There being no further business to discuss, the Special Board Meeting of the South Texas College Board of Trustees adjourned at 4:58 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, July 14, 2026 Special Board Meeting of the South Texas College Board of Trustees.

X _____

Ms. Victoria Cantu Board Secretary

Review and Approval of the Proposed Board and Committee Meeting Calendar for FY 2026 - 2027

Purpose

The Board of Trustees for South Texas College is asked to approve and adopt the following schedule of Board and Board Committee meetings for the period from September 2026 through September 2027.

Justification

The proposed calendar sets a schedule for the Committee and Board meetings for the 2026 – 2027 Fiscal Year.

There may be some variation during the scheduled period, to accommodate agenda items for scheduled meetings as necessary.

The Education and Workforce Development, Facilities, and Finance Committee calendars were previously approved at the respective Committee meetings on July 14, 2026. The EWD Committee meetings were previously approved with a starting time of 3:00 pm. The Facilities Committee meetings were approved with a 4:00 pm starting time and the Finance Committee meetings were approved with a 5:00 pm starting time.

Additional Information

Enclosed Documents

1. APPENDIX A Board Meeting Schedule
2. FY 2026 2027 Proposed Board and Committee Meeting Schedule

Funding

No funding is required.

Staff Resource

Venisa Earhart, Board Relations Administrator

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

The Board of Trustees of South Texas College approves and adopts the Board and Board Committee meeting schedule for FY 2026 - 2027 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

APPENDIX A

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

Month	Committee Meeting Date	Board Meeting Date
September 2026	September 8, 2026	September 22, 2026
October 2026	October 13, 2026	October 27, 2026
November 2026	November 10, 2026	November 24, 2026
December 2026	December 8, 2026	December 15, 2026
January 2027	January 12, 2027	January 26, 2027
February 2027	February 9, 2027	February 23, 2027
March 2027	March 9, 2027	March 23, 2027
April 2027	April 13, 2027	April 27, 2027
May 2027	May 11, 2027	May 25, 2027
June 2027	June 8, 2027	June 22, 2027
July 2027	July 13, 2027	July 27, 2027
August 2027	August 10, 2027	August 24, 2027
September 2027	September 7, 2027	September 21, 2027



Board Meeting Committee Meeting Calendar FY 2026 - 2027

September 2026						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July 2027						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2027						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2027						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

- Regular Board Meeting
- Graduation Ceremonies
- Holiday/Professional Dev. Day, College Closed

- Committee Meetings -
 - Education & Workforce Development
 - Facilities
 - Finance, Audit, & Human Resources

- * Education & Workforce Development Committee: 2nd Tuesday of the month, 3:00 p.m.
- * Facilities Committee: 2nd Tuesday of the month, 4:00 p.m.
- * Finance, Audit, & Human Resources Committee: 2nd Tuesday of the month, 5:00 p.m.
- * Board Meetings: 4th Tuesday of the month, 5:30 p.m.

Discussion and Action as Necessary on the Proposed Consulting Agreement from Leadership Empowerment Group

Purpose	Administration seeks Board approval of the proposed Consulting Agreement from Leadership Empowerment Group.
Justification	On July 7, 2026 the Board heard the presentation of the President's Cabinet report and analysis by Dr. Barbara Hinojosa of Leadership Empowerment Group. At that time, Dr. Hinojosa presented a follow-up plan for additional training for the President's Cabinet.
Additional Information	
Enclosed Documents	1. Leadership Empowerment Group Proposal
Funding	Funding is detailed in the attached proposal.
Staff Resource	Dr. Ricardo J. Solis, President
Recommendation	<i>It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:</i> The Board of Trustees of South Texas College approve and authorize the proposed consulting agreement from Leadership Empowerment Group as presented. Approval Recommended: Dr. Ricardo J. Solis President



Leadership Empowerment Group Consultant Retainer Services

Leadership Empowerment Group, LLC.

Proposal Date: May 4, 2026

Authored by: Gaby Jones

Leadership Empowerment Group Consultant Retainer Services

ABOUT LEADERSHIP EMPOWERMENT GROUP:

LEADERSHIP EMPOWERMENT GROUP IS THE EXPERT IN THE AREAS OF EMOTIONAL INTELLIGENCE, EXECUTIVE COACHING, SERVANT LEADERSHIP, SOFT SKILLS TRAINING, BUSINESS ETIQUETTE AND STEWARDSHIP, CUSTOMER SERVICE, MENTAL WELLNESS, BEST STANDARDS PRACTICES, AND VOCATIONAL REHABILITATION SERVICES. MS. GABY JONES IS AUTHORIZED TO REPRESENT L.E.G., AS THE TRAINING SERVICES PROPOSER IN ITS DEALINGS ON A CONTRACTUAL BASIS. THE CURRENT WORKLOAD OF LEADERSHIP EMPOWERMENT GROUP ALLOWS FOR TRAINING TO BE COMPLETED ON AN ACCELERATED SCHEDULE IF REQUIRED. CURRENTLY, LEADERSHIP EMPOWERMENT GROUP IS COMPOSED OF 12 CONSULTANTS, ALL OF WHOM HAVE OBTAINED A DOCTORAL DEGREE IN LEADERSHIP AND HAVE OBTAINED EDUCATOR CERTIFICATIONS.

FOUNDED IN 2012, LEADERSHIP EMPOWERMENT GROUP IS THE MARKET LEADER IN PROVIDING TRAINING, CONSULTATIONS, AND RESOURCES IN LEADERSHIP DEVELOPMENT AND RELATED SOFT SKILLS. OVER 90% OF THE CONSULTANTS ARE EDUCATORS WHO WERE OR CURRENTLY ARE TEACHERS, PRINCIPALS, AND ADMINISTRATORS IN SCHOOL SYSTEMS THROUGHOUT THE STATE OF TEXAS. THE COMPANY WORKS WITH A WIDE RANGE OF CLIENTS IN DEVELOPING LEADERSHIP SKILLS AND PROFESSIONAL CONSULTANCY SERVICES FOR SUCCESS.

WITH PROJECTS NATIONWIDE, THE LEADERSHIP EMPOWERMENT GROUP IS CONSIDERED THE EXPERT IN PROFESSIONAL DEVELOPMENT. LEADERSHIP EMPOWERMENT GROUP IS A HUB CERTIFIED, WOMEN-OWNED SMALL BUSINESS.

ABOUT OUR CEO | FOUNDER:

DR. BARBARA BAGGERLY-HINOJOSA IS A PASSIONATE EDUCATOR AND LEADERSHIP EXPERT DEDICATED TO EMPOWERING INDIVIDUALS AND COMMUNITIES. WITH A PH.D. IN LEADERSHIP STUDIES, SHE'S SPENT YEARS TEACHING, TRAINING, AND COACHING LEADERS AT ALL LEVELS. DR. HINOJOSA'S EXPERIENCE RANGES FROM UNIVERSITY PROFESSOR TO SCHOOL ADMINISTRATOR, GIVING HER A UNIQUE PERSPECTIVE ON EDUCATIONAL CHALLENGES AND OPPORTUNITIES. SHE'S ALSO A PROLIFIC WRITER AND SPEAKER, SHARING HER INSIGHTS ON SERVANT LEADERSHIP, EMOTIONAL INTELLIGENCE, ETIQUETTE TRAINING AND OTHER KEY TOPICS. DR. HINOJOSA IS DEEPLY COMMITTED TO IMPROVING EDUCATION AND BELIEVES THAT STRONG LEADERSHIP IS ESSENTIAL FOR BUILDING THRIVING COMMUNITIES. HER ENERGY AND ENTHUSIASM ARE CONTAGIOUS, MAKING HER A SOUGHT-AFTER SPEAKER AND CONSULTANT.

CONSULTANT RETAINER SERVICES OVERVIEW:

Leadership Empowerment Group (L.E.G.) proposes a semester-long consultant retainer agreement tailored specifically for the South Texas College President's Cabinet. During this period, our team will guide the restructuring process of the Cabinet, ensuring alignment with district goals and operational effectiveness. L.E.G. will attend all President's Cabinet meetings, offering strategic insights, real-time support, and personalized guidance to both the President and Cabinet members as they navigate this transition.

TRAINING TOPICS & OBJECTIVES:

This training will guide the South Texas College President's Cabinet in restructuring their leadership framework, with a strong emphasis on clarity in roles and communication. Participants will explore strategies for improving cross-departmental collaboration, fostering trust, and aligning team efforts with institutional goals. Additionally, the training will focus on equipping leaders with tools to engage in transparent communication and implement practical steps for sustaining a collaborative culture.

SCOPE OF WORK:

- Dr. Barbara Baggerly-Hinojosa to facilitate cabinet meetings to provide:
 - role clarity
 - conflict management & resolution
 - team building
- Provide support and facilitation during the restructuring of the President's Cabinet
- Additional training or workshops for President's Cabinet
 - 4 hours, once per month
- Weekly Touchpoint calls with STC President to document progress or any changes needed to finalize the process of restructuring

TRAINING INCLUDES:

- All training materials, copies, interactive manipulatives
- Pre/Post Test Assessments
- Evaluations
- Reports
- Travel for Certified Coach/Consultant
- Training available in Spanish and English

CONSULTANT RETAINER FEE STRUCTURE:

- RETAINER CONSULTANT SERVICES FROM JUNE 1, 2026, TO AUGUST 31, 2026.
 - \$5,000.00 PER MONTH
 - MONTHLY RETAINER DUE AT THE END OF EACH MONTH
 - OPTION TO EXTEND AGREEMENT 30-DAYS BEFORE THE FINAL DATE
 - **TOTAL: \$15,000.00**

For any questions, concerns or proposal customization, please reach out to

Gaby Jones, Director of Business Development.
gaby@leadershipempowermentgroup.com
cell: (956) 570-0607
office: (956) 565-2425, ext. 2

ALL PROPOSALS ARE VALID FOR 15 BUSINESS DAYS FROM THE DATE STATED ON PROPOSAL COVER
Available Training Dates are subject to change due to demand and availability

**South Texas College
Board of Trustees Regular Meeting
July 28, 2026**

June 2026 Grant Awards

Grant Title: Texas Talent Connection

Awarding Agency: Texas Workforce Investment Council (TWIC)

Division and Department Awarded: AAED – Center for Advanced Training & Apprenticeships (CATA, and Continuing Education and Workforce Development (CEWD)

Amount Awarded: \$167,834

Funding Period: June 2026 – June 2027

Strategic Goal #2: Develop, Align and Optimize Educational Programs

Project Summary: Develop two new workforce certification programs: National Center for Construction Education and Research (NCCER) Construction Craft Laborer Level 1 program (235 hours) and the National Healthcare Association (NHA) EKG Technician program (114 hours). Developed with local employer input, the programs will provide industry-relevant training, employability skills, and nationally recognized credentials that prepare students for high-demand career pathways. The Construction Craft Laborer program will also be offered in partnership with the Boys & Girls Club of Pharr–San Juan to expand access through a community-based location.

Project Leads:

- Olivia De La Rosa, Dean - Continuing Education and Workforce Development
 - Dr. Carlos Margo, Dean - Center for Advanced Training & Apprenticeships
 - Leonel Garcia, Director - Center for Advanced Training & Apprenticeships
-

Grant Title: Metallica Scholars Initiative Cohort 8

Awarding Agency: American Association of Community Colleges, All Within My Hands

Division and Department Awarded: IAEA and AAED – South Texas College Foundation and Business, Public Safety, & Technology (BPST)

Amount Awarded: \$75,000

Funding Period: July 1, 2026 – June 30, 2027

Strategic Goal #1: Champion Student Success

Project Summary: Improve student outcomes by reducing financial and non-academic barriers for students pursuing high-demand manufacturing fields, including Advanced Manufacturing Technology, Precision Machining and CNC Operations, and Robotics and Mechatronics. Funding will provide tuition assistance, tools, equipment, and wraparound supports, enabling students to earn credentials and enter the manufacturing workforce.

Project Leads:

- Erika Guerra, Program Chair, Advanced Manufacturing Technology
 - Alberto Farias, Advanced Manufacturing Technology Faculty
-

Grant Title: From Classroom to Clinic: A Modern Physical Therapist Assistant (PTA) Delivering Workforce Readiness

Awarding Agency: Rio-South Texas Education and Community Development Foundation (RSTEF)

Division and Department Awarded: AAED – Health Science Professions (HSP)

Amount Awarded: \$25,000 **Cash Match:** \$25,000 **Total Project Award:** \$50,000

Funding Period: April 22, 2026 - April 30, 2028

Strategic Goal #2: Develop, Align and Optimize Educational Programs

Project Summary: An investment from RSTEF, matched dollar-for-dollar by a \$25,000 cash contribution from the South Texas College Foundation, will help modernize the Physical Therapist Assistant (PTA) program by replacing obsolete and end-of-life equipment and purchasing essential program supplies. By aligning training resources with current professional practices and industry-standard equipment used in clinical settings, the project will enhance hands-on learning and better prepare graduates to enter the workforce with a competitive edge.

Project Leads:

- Diana E. Hernandez, Physical Therapy/Clinical Coordinator Faculty
 - Judy A. Martinez, Instructional Initiatives Manager - Health Science Professions
-

Grant Title: Kenedy Scholarship

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

Division and Department Awarded: AAED – Business, Public Safety, & Technology (BPST)

Amount Awarded: \$20,000

Funding Period: June 2026 – May 2027

Strategic Goal #1: Champion Student Success

Project Summary: Provide scholarships to support students pursuing Associate of Applied Science degrees in high-demand technical fields, including Welding, Automotive, Diesel, Heating, Ventilation, Air Conditioning and Refrigeration (HVACR), Electrician Technology, and Architectural Engineering Design Technology programs. Scholarship applicants will share personal stories describing how these funds will support continuation and completion of their degree.

Project Leads:

- Jose Vela, Interim Dean – Division of BPST
-

Grant Title: Harlingen Cotton Committee

Awarding Agency: Harlingen Cotton Committee

Division and Department Awarded: AAED – Business, Public Safety, & Technology (BPST)

Amount Awarded: \$10,000

Funding Period: May 31, 2026 – May 30, 2027

Strategic Goal #1: Champion Student Success

Project Summary: Students in South Texas College's Diesel Technology Program preparing for careers in the rapidly growing agricultural industry will have access to expansive, industry-standard tool kits that include rolling tool chests, socket wrenches, sockets, drill drivers, torx ratchet wrenches, and other essential supplies. These resources will help ensure students gain the hands-on experience and technical skills needed for success in the field.

Project Leads:

- Jose Vela, Interim Dean – Division of BPST
 - Nicholas Sewell, Diesel Technology Faculty
-

**Review and Action as Necessary on Quarterly Investment Report for Quarter
Ending May 31, 2026**

Purpose	To approve the College's Quarterly Investment Report for the Quarter Ended May 31, 2026 that will be presented by Mr. Tim Pinon from Valley View Consulting, L.L.C.
Justification	To comply with the Texas Public Funds Information Act (PFIA) and the College's Policy CAK Appropriations and Revenue Sources: Investments that require an Investment Report to be prepared and submitted to the Board of Trustees and the President on a quarterly basis. Mr. Pinon will present an overview of the investments, the annual interest earnings, the quarterly interest earnings, and the economic overview.
Enclosed Documents	Appendix A - Quarterly Investment Report
Funding	No funds are required.
Staff Resource	Dr. Ricardo J. Solis, President Mary Del Paz, Vice President for Finance and Administrative Services
Recommendation	The Board of Trustees of South Texas College approves and authorizes the Quarterly Investment Report for the Quarter Ended May 31, 2026 as presented.



SOUTH TEXAS COLLEGE

QUARTERLY INVESTMENT REPORT

For the Quarter Ended

May 31, 2026

Prepared by

Valley View Consulting, L.L.C.

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

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

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

1

Summary

Quarter End Results by Investment Category:

Asset Type	February 28, 2026		May 31, 2026		
	Book Value	Market Value	Book Value	Market Value	Ave. Yield
DDA/MMA/NOW	\$ 142,317,129.69	\$ 142,317,129.69	\$ 103,090,931.01	\$ 103,090,931.01	3.70%
Pools	1,912,930.07	1,912,930.07	1,930,590.81	1,930,590.81	3.62%
CD/Security	382,250,327.79	383,158,285.87	394,715,502.25	394,016,226.94	3.85%
Totals	\$ 526,480,387.55	\$ 527,388,345.63	\$ 499,737,024.07	\$ 499,037,748.76	3.82%

Current Quarter Portfolio Performance (1)

Average Quarterly Yield	3.82%
Rolling Three Month Treasury	3.70%
Rolling Six Month Treasury	3.67%
TexPool	3.62%

Year-to-Date Portfolio Performance (2)

Average Quarter End Yield	3.93%
Rolling Three Month Treasury	3.79%
Rolling Six Month Treasury	3.80%
TexPool	3.76%

INTEREST EARNINGS

	<u>PRIOR YEAR</u>		<u>CURRENT YEAR</u>	
Quarterly Interest Earned	\$5,196,926.78	(Unaudited)	\$5,089,231.42	(Unaudited)
Accrued Interest-End of Quarter	\$2,611,952.06	(Unaudited)	\$3,205,754.05	(Unaudited)
Fiscal YTD Interest Earned	\$14,909,439.83	(Unaudited)	\$14,523,129.89	(Unaudited)

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

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

2

Summary

Quarter End Results by Investment Category:

Asset Type	February 28, 2026		May 31, 2026		
	Book Value	Market Value	Book Value	Market Value	Ave. Yield
DDA/MMA/NOW	\$ 142,317,129.69	\$ 142,317,129.69	\$ 103,090,931.01	\$ 103,090,931.01	3.70%
Pools	1,912,930.07	1,912,930.07	1,930,590.81	1,930,590.81	3.62%
CD/Security	362,250,327.79	363,158,285.87	394,715,502.25	394,016,226.94	3.65%
Totals	\$ 526,480,387.55	\$ 527,388,345.63	\$ 499,737,024.07	\$ 499,037,748.76	3.82%

Current Quarter Portfolio Performance (1)

Average Quarterly Yield 3.82%

Rolling Three Month Treasury 3.70%
Rolling Six Month Treasury 3.67%
TexPool 3.62%

Year-to-Date Portfolio Performance (2)

Average Quarter End Yield 3.93%

Rolling Three Month Treasury 3.79%
Rolling Six Month Treasury 3.80%
TexPool 3.76%

INTEREST EARNINGS

	PRIOR YEAR	CURRENT YEAR
Quarterly Interest Earned	\$5,196,926.78 (Unaudited)	\$5,089,231.42 (Unaudited)
Accrued Interest-End of Quarter	\$2,611,952.06 (Unaudited)	\$3,205,754.05 (Unaudited)
Fiscal YTD Interest Earned	\$14,909,439.83 (Unaudited)	\$14,523,129.89 (Unaudited)

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

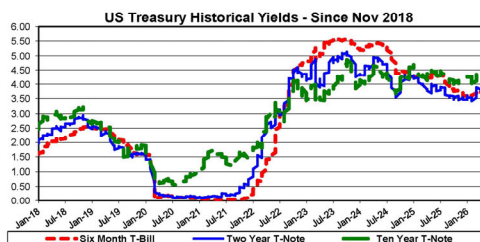
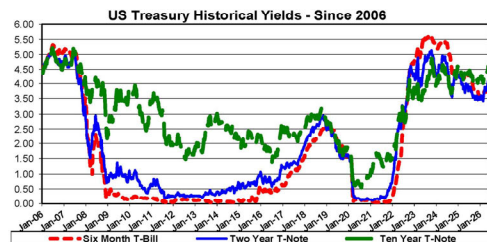
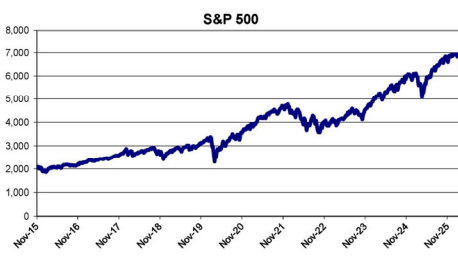
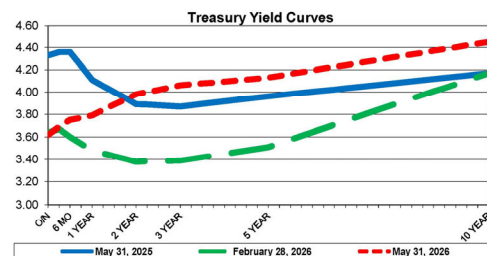
(2) Fiscal Year-to-Date Performance - yields calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

3

Economic Overview

The Federal Open Market Committee's (FOMC) next meeting on June 16th and 17th will be the first with Kevin Warsh as Chairman. The Fed Funds target remains 3.50% - 3.75% (Effective Fed Funds trade +/-3.63%). May Non-Farm Payroll added 172k (exceeding the +85k expectation). The three month average increased to +188k. The S&P 500 Stock Index reached new highs +/-7,600. The positively sloped yield curve steepened. Crude Oil settled mostly below \$100 depending upon the Iran peace talk outlook. Inflation continues above the FOMC 2% target (Core CPI 2.8% and Core PCE +/-3.3%). The uncertain world events still influence volatility.

5/31/2026



4

Investment Holdings
May 31, 2026

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
American Nat'l Bank & Trust MMA		3.91%	06/01/26	05/31/26	\$ 24,446,508.06	\$ 24,446,508.06	1.00	\$ 24,446,508.06	1	3.91%
American Nat'l Bank & Trust ICS MMA		3.91%	06/01/26	05/31/26	4,336,932.34	4,336,932.34	1.00	4,336,932.34	1	3.91%
PNC Bank MMA - Operating #2		0.00%	06/01/26	05/31/26	14,930.00	14,930.00	1.00	14,930.00	1	0.00%
PNC Bank Sweep - Operating		3.25%	06/01/26	05/31/26	21,310,443.90	21,310,443.90	1.00	21,310,443.90	1	3.25%
PNC Bank Sweep - Payroll		3.25%	06/01/26	05/31/26	43,246.31	43,246.31	1.00	43,246.31	1	3.25%
PNC Bank Sweep - Student		3.25%	06/01/26	05/31/26	925,365.55	925,365.55	1.00	925,365.55	1	3.25%
PNC Bank - Federal Draw Down		1.36%	06/01/26	05/31/26	741,495.55	741,495.55	1.00	741,495.55	1	1.36%
PNC Bank Sweep - I&S Bond 96,02,03, 04,07,10,14,15		3.25%	06/01/26	05/31/26	1,619,024.17	1,619,024.17	1.00	1,619,024.17	1	3.25%
PNC Bank - Construction E&G Transfer		0.00%	06/01/26	05/31/26	(213,010.71)	(213,010.71)	1.00	(213,010.71)	1	0.00%
NexBank MMA		3.82%	06/01/26	05/31/26	49,865,995.84	49,865,995.84	1.00	49,865,995.84	1	3.82%
TexPool LGIP	AAAm	3.62%	06/01/26	05/31/26	1,930,590.81	1,930,590.81	1.00	1,930,590.81	1	3.62%
US Treasury	Aa1/AA+	4.13%	06/15/26	07/03/24	10,000,000.00	9,997,613.46	100.01	10,001,318.40	15	4.74%
East West Bank CD		3.67%	06/17/26	09/17/25	5,130,881.23	5,130,881.23	100.00	5,130,881.23	17	3.74%
US Treasury	Aa1/AA+	4.63%	06/30/26	10/31/24	5,000,000.00	5,001,698.93	100.07	5,003,403.10	30	4.19%
East West Bank CD		3.61%	07/16/26	01/27/26	6,074,634.79	6,074,634.79	100.00	6,074,634.79	46	3.68%
East West Bank CD		3.61%	07/27/26	01/27/26	4,049,756.53	4,049,756.53	100.00	4,049,756.53	57	3.68%
FAMCA	N/A	3.60%	07/27/26	09/26/24	15,000,000.00	15,000,000.00	99.98	14,997,575.70	57	3.60%
East West Bank CD		3.69%	07/29/26	02/23/26	4,039,824.53	4,039,824.53	100.00	4,039,824.53	59	3.76%
East West Bank CD		3.79%	07/30/26	03/27/26	3,020,628.98	3,020,628.98	100.00	3,020,628.98	60	3.86%
FAMCA	N/A	4.18%	08/04/26	11/01/24	15,000,000.00	15,000,000.00	100.06	15,009,300.45	65	4.18%
US Treasury	Aa1/AA+	4.63%	09/15/26	01/29/25	7,000,000.00	7,008,127.17	100.24	7,017,089.87	107	4.21%
US Treasury	Aa1/AA+	3.50%	09/30/26	10/31/24	8,000,000.00	7,983,364.63	99.91	7,992,812.48	122	4.15%
BOK Financial CDARS		3.80%	10/29/26	04/29/26	5,016,672.17	5,016,672.17	100.00	5,016,672.17	151	3.87%
US Treasury	Aa1/AA+	4.13%	10/31/26	01/29/25	15,000,000.00	14,964,116.82	100.12	15,018,457.05	153	4.22%
FAMCA	N/A	4.04%	11/05/26	03/05/25	8,000,000.00	8,000,000.00	100.05	8,004,514.94	158	4.04%
US Treasury STRIPS	Aa1/AA+	0.00%	11/15/26	01/29/25	7,000,000.00	6,869,401.16	98.32	6,882,367.03	168	4.26%
US Treasury	Aa1/AA+	4.25%	12/31/26	03/10/25	15,000,000.00	15,024,850.49	100.25	15,037,265.70	214	3.95%
American Nat'l Bank & Trust CDARS		3.64%	01/28/27	01/29/26	2,530,878.86	2,530,878.86	100.00	2,530,878.86	242	3.71%
US Treasury	Aa1/AA+	4.13%	01/31/27	03/10/25	9,000,000.00	9,010,062.02	100.20	9,017,929.71	245	3.95%
US Treasury	Aa1/AA+	1.50%	01/31/27	11/04/25	3,000,000.00	2,957,662.46	98.48	2,964,531.28	245	3.67%
FAMCA	N/A	4.22%	02/10/27	03/03/25	15,000,000.00	15,016,928.07	100.17	15,025,012.05	255	4.05%
BOK Financial CDARS		3.60%	02/25/27	02/26/26	335,028.22	335,028.22	100.00	335,028.22	270	3.67%
US Treasury	Aa1/AA+	4.25%	03/15/27	03/10/25	15,000,000.00	15,036,045.92	100.33	15,049,453.20	288	3.93%
East West Bank CD		3.62%	03/29/27	03/27/26	10,069,309.42	10,069,309.42	100.00	10,069,309.42	302	3.89%
US Treasury	Aa1/AA+	4.50%	04/15/27	06/11/25	15,000,000.00	15,059,434.79	100.54	15,080,507.85	319	4.02%
US Treasury	Aa1/AA+	4.50%	05/15/27	06/11/25	15,000,000.00	15,065,740.02	100.54	15,080,742.15	349	4.02%
US Treasury	Aa1/AA+	4.63%	06/15/27	08/27/25	14,000,000.00	14,128,736.21	100.72	14,100,361.38	380	3.70%
FAMCA	N/A	3.63%	07/06/27	11/06/25	15,000,000.00	15,000,000.00	99.74	14,961,289.65	401	3.63%
US Treasury	Aa1/AA+	3.88%	07/13/27	03/26/26	10,000,000.00	9,996,279.54	99.91	9,991,406.30	425	3.91%
FFCB	Aa1/AA+	3.63%	08/27/27	11/04/25	15,000,000.00	15,000,000.00	99.64	14,946,702.30	453	3.63%
US Treasury	Aa1/AA+	3.38%	09/15/27	01/22/26	15,000,000.00	14,959,965.16	99.29	14,892,773.40	472	3.59%
US Treasury	Aa1/AA+	3.50%	09/30/27	01/22/26	15,000,000.00	14,982,397.15	99.40	14,910,351.60	487	3.59%
US Treasury STRIPS	Aa1/AA+	0.00%	11/15/27	01/22/26	15,000,000.00	14,244,701.96	94.48	14,172,137.85	533	3.60%
US Treasury	Aa1/AA+	3.39%	12/31/27	02/19/26	15,000,000.00	14,980,043.66	99.04	14,856,445.35	579	3.49%
South Texas College										
Valley View Consulting, L.L.C.										

5

Investment Holdings
May 31, 2026

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
American Nat'l Bank & Trust MMA		3.91%	06/01/26	05/31/26	\$ 24,446,508.06	\$ 24,446,508.06	1.00	\$ 24,446,508.06	1	3.91%
American Nat'l Bank & Trust ICS MMA		3.91%	06/01/26	05/31/26	4,336,932.34	4,336,932.34	1.00	4,336,932.34	1	3.91%
PNC Bank MMA - Operating #2		0.00%	06/01/26	05/31/26	14,930.00	14,930.00	1.00	14,930.00	1	0.00%
PNC Bank Sweep - Operating		3.25%	06/01/26	05/31/26	21,310,443.90	21,310,443.90	1.00	21,310,443.90	1	3.25%
PNC Bank Sweep - Payroll		3.25%	06/01/26	05/31/26	43,246.31	43,246.31	1.00	43,246.31	1	3.25%
PNC Bank Sweep - Student		3.25%	06/01/26	05/31/26	925,365.55	925,365.55	1.00	925,365.55	1	3.25%
PNC Bank - Federal Draw Down		1.36%	06/01/26	05/31/26	741,495.55	741,495.55	1.00	741,495.55	1	1.36%
PNC Bank Sweep - I&S Bond 96,02,03, 04,07,10,14,15		3.25%	06/01/26	05/31/26	1,619,024.17	1,619,024.17	1.00	1,619,024.17	1	3.25%
PNC Bank - Construction E&G Transfer		0.00%	06/01/26	05/31/26	(213,010.71)	(213,010.71)	1.00	(213,010.71)	1	0.00%
NexBank MMA		3.82%	06/01/26	05/31/26	49,865,995.84	49,865,995.84	1.00	49,865,995.84	1	3.82%
TexPool LGIP	AAAm	3.62%	06/01/26	05/31/26	1,930,590.81	1,930,590.81	1.00	1,930,590.81	1	3.62%

6

Investment Holdings
May 31, 2026

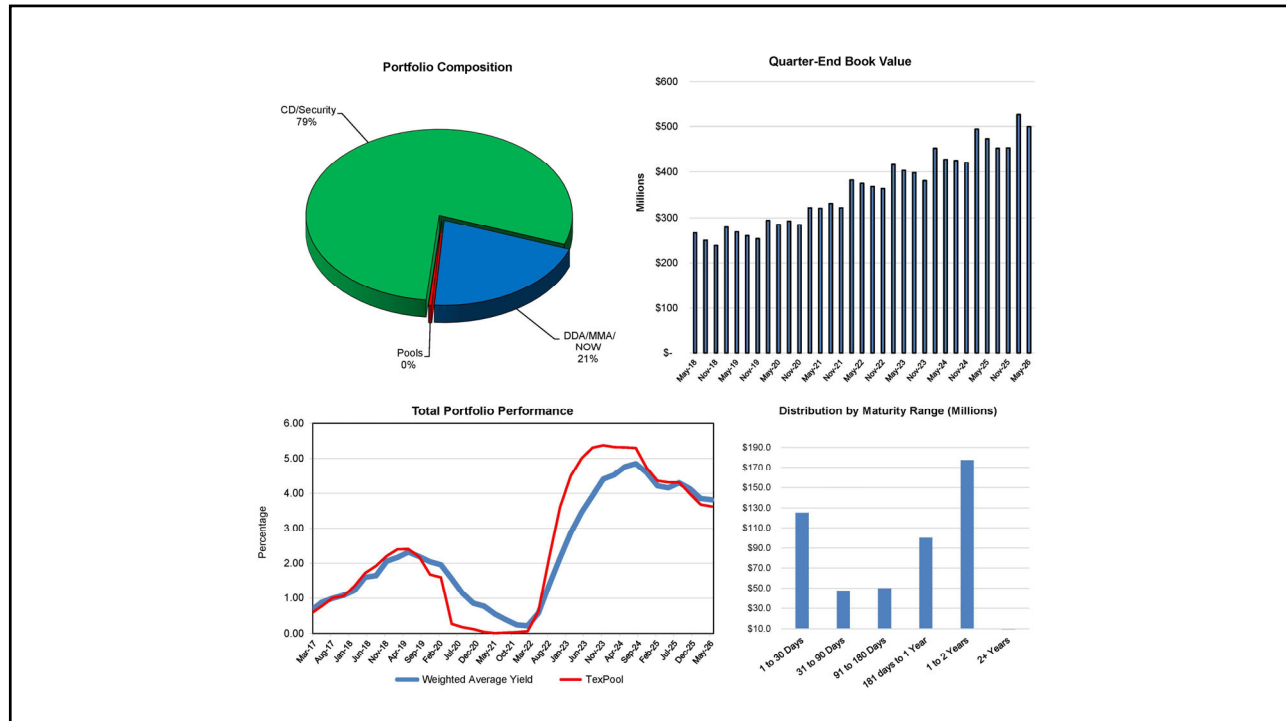
Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
US Treasury	Aa1/AA+	4.13%	06/15/26	07/03/24	10,000,000.00	9,997,613.46	100.01	10,001,318.40	15	4.74%
East West Bank CD		3.67%	06/17/26	09/17/25	5,130,881.23	5,130,881.23	100.00	5,130,881.23	17	3.74%
US Treasury	Aa1/AA+	4.63%	06/30/26	10/31/24	5,000,000.00	5,001,698.93	100.07	5,003,403.10	30	4.19%
East West Bank CD		3.61%	07/16/26	01/27/26	6,074,634.79	6,074,634.79	100.00	6,074,634.79	46	3.68%
East West Bank CD		3.61%	07/27/26	01/27/26	4,049,756.53	4,049,756.53	100.00	4,049,756.53	57	3.68%
FAMCA	N/A	3.60%	07/27/26	09/26/24	15,000,000.00	15,000,000.00	99.98	14,997,575.70	57	3.60%
East West Bank CD		3.69%	07/29/26	02/23/26	4,039,824.53	4,039,824.53	100.00	4,039,824.53	59	3.76%
East West Bank CD		3.79%	07/30/26	03/27/26	3,020,628.98	3,020,628.98	100.00	3,020,628.98	60	3.86%
FAMCA	N/A	4.18%	08/04/26	11/01/24	15,000,000.00	15,000,000.00	100.06	15,009,300.45	65	4.18%
US Treasury	Aa1/AA+	4.63%	09/15/26	01/29/25	7,000,000.00	7,008,127.17	100.24	7,017,089.87	107	4.21%
US Treasury	Aa1/AA+	3.50%	09/30/26	10/31/24	8,000,000.00	7,983,364.63	99.91	7,992,812.48	122	4.15%
BOK Financial CDARS		3.80%	10/29/26	04/29/26	5,016,672.17	5,016,672.17	100.00	5,016,672.17	151	3.87%
US Treasury	Aa1/AA+	4.13%	10/31/26	01/29/25	15,000,000.00	14,994,116.82	100.12	15,018,457.05	153	4.22%
FAMCA	N/A	4.04%	11/05/26	03/05/25	8,000,000.00	8,000,000.00	100.06	8,004,574.64	158	4.04%
US Treasury STRIPS	Aa1/AA+	0.00%	11/15/26	01/29/25	7,000,000.00	6,869,401.16	98.32	6,882,367.03	168	4.26%
US Treasury	Aa1/AA+	4.25%	12/31/26	03/10/25	15,000,000.00	15,024,850.49	100.25	15,037,265.70	214	3.95%
American Nat'l Bank & Trust CDARS		3.64%	01/28/27	01/29/26	2,530,878.86	2,530,878.86	100.00	2,530,878.86	242	3.71%
US Treasury	Aa1/AA+	4.13%	01/31/27	03/10/25	9,000,000.00	9,010,082.02	100.20	9,017,929.71	245	3.95%
US Treasury	Aa1/AA+	1.50%	01/31/27	11/04/25	3,000,000.00	2,957,662.46	98.48	2,954,531.25	245	3.67%
FAMCA	N/A	4.22%	02/10/27	03/03/25	15,000,000.00	15,016,928.07	100.17	15,025,012.05	255	4.05%
BOK Financial CDARS		3.80%	02/25/27	02/26/26	335,028.22	335,028.22	100.00	335,028.22	270	3.67%
US Treasury	Aa1/AA+	4.25%	03/15/27	03/10/25	15,036,045.92	15,036,045.92	100.33	15,049,453.20	288	3.93%
East West Bank CD		3.82%	03/29/27	03/27/26	10,069,309.42	10,069,309.42	100.00	10,069,309.42	302	3.89%
US Treasury	Aa1/AA+	4.50%	04/15/27	06/11/25	15,000,000.00	15,059,434.79	100.54	15,080,507.85	319	4.02%
US Treasury	Aa1/AA+	4.50%	05/15/27	06/11/25	15,000,000.00	15,065,740.02	100.54	15,080,742.15	349	4.02%
US Treasury	Aa1/AA+	4.63%	06/15/27	08/27/25	14,000,000.00	14,128,736.21	100.72	14,100,361.38	380	3.70%
FAMCA	N/A	3.63%	07/06/27	11/06/25	15,000,000.00	15,000,000.00	99.74	14,961,289.65	401	3.63%
US Treasury	Aa1/AA+	3.86%	07/31/27	03/26/26	10,000,000.00	9,996,279.54	99.91	9,991,406.30	426	3.91%
FFCB	Aa1/AA+	3.63%	08/27/27	11/04/25	15,000,000.00	15,000,000.00	99.64	14,946,702.30	453	3.63%
US Treasury	Aa1/AA+	3.36%	09/15/27	01/22/26	15,000,000.00	14,959,965.16	99.29	14,892,773.40	472	3.59%
US Treasury	Aa1/AA+	3.50%	09/30/27	01/22/26	15,000,000.00	14,982,397.15	99.40	14,910,351.60	487	3.59%
US Treasury STRIPS	Aa1/AA+	0.00%	11/15/27	01/22/26	15,000,000.00	14,244,701.96	94.48	14,172,137.85	533	3.60%
US Treasury	Aa1/AA+	3.38%	12/31/27	02/19/26	15,000,000.00	14,980,043.66	99.04	14,856,445.35	579	3.46%
FFCB	Aa1/AA+	3.50%	01/21/28	02/19/26	15,000,000.00	15,008,498.56	99.19	14,878,339.50	600	3.46%
US Treasury STRIPS	Aa1/AA+	0.00%	02/15/28	02/19/26	15,000,000.00	14,148,372.93	93.43	14,014,320.45	625	3.46%
FFCB	Aa1/AA+	3.88%	03/27/28	03/27/26	15,000,000.00	14,996,583.33	99.67	14,950,054.80	666	3.89%
FFCB	Aa1/AA+	3.75%	04/14/28	04/27/26	20,000,000.00	19,977,243.08	99.51	19,902,089.00	684	3.81%
					\$ 501,289,136.55	\$ 499,737,024.07		\$ 499,037,748.76	266	3.82%

7

Investment Holdings
May 31, 2026

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
US Treasury	Aa1/AA+	4.13%	06/15/26	07/03/24	10,000,000.00	9,997,613.46	100.01	10,001,318.40	15	4.74%
East West Bank CD		3.67%	06/17/26	09/17/25	5,130,881.23	5,130,881.23	100.00	5,130,881.23	17	3.74%
US Treasury	Aa1/AA+	4.63%	06/30/26	10/31/24	5,000,000.00	5,001,698.93	100.07	5,003,403.10	30	4.19%
East West Bank CD		3.61%	07/16/26	01/27/26	6,074,634.79	6,074,634.79	100.00	6,074,634.79	46	3.68%
East West Bank CD		3.61%	07/27/26	01/27/26	4,049,756.53	4,049,756.53	100.00	4,049,756.53	57	3.68%
FAMCA	N/A	3.60%	07/27/26	09/26/24	15,000,000.00	15,000,000.00	99.98	14,997,575.70	57	3.60%
East West Bank CD		3.69%	07/29/26	02/23/26	4,039,824.53	4,039,824.53	100.00	4,039,824.53	59	3.76%
East West Bank CD		3.79%	07/30/26	03/27/26	3,020,628.98	3,020,628.98	100.00	3,020,628.98	60	3.86%
FAMCA	N/A	4.18%	08/04/26	11/01/24	15,000,000.00	15,000,000.00	100.06	15,009,300.45	65	4.18%
US Treasury	Aa1/AA+	4.63%	09/15/26	01/29/25	7,000,000.00	7,008,127.17	100.24	7,017,089.87	107	4.21%
US Treasury	Aa1/AA+	3.50%	09/30/26	10/31/24	8,000,000.00	7,983,364.63	99.91	7,992,812.48	122	4.15%
BOK Financial CDARS		3.80%	10/29/26	04/29/26	5,016,672.17	5,016,672.17	100.00	5,016,672.17	151	3.87%
US Treasury	Aa1/AA+	4.13%	10/31/26	01/29/25	15,000,000.00	14,994,116.82	100.12	15,018,457.05	153	4.22%
FAMCA	N/A	4.04%	11/05/26	03/05/25	8,000,000.00	8,000,000.00	100.06	8,004,574.64	158	4.04%
US Treasury STRIPS	Aa1/AA+	0.00%	11/15/26	01/29/25	7,000,000.00	6,869,401.16	98.32	6,882,367.03	168	4.26%
US Treasury	Aa1/AA+	4.25%	12/31/26	03/10/25	15,000,000.00	15,024,850.49	100.25	15,037,265.70	214	3.95%
American Nat'l Bank & Trust CDARS		3.64%	01/28/27	01/29/26	2,530,878.86	2,530,878.86	100.00	2,530,878.86	242	3.71%
US Treasury	Aa1/AA+	4.13%	01/31/27	03/10/25	9,000,000.00	9,010,082.02	100.20	9,017,929.71	245	3.95%
US Treasury	Aa1/AA+	1.50%	01/31/27	11/04/25	3,000,000.00	2,957,662.46	98.48	2,954,531.25	245	3.67%
FAMCA	N/A	4.22%	02/10/27	03/03/25	15,000,000.00	15,016,928.07	100.17	15,025,012.05	255	4.05%
BOK Financial CDARS		3.80%	02/25/27	02/26/26	335,028.22	335,028.22	100.00	335,028.22	270	3.67%
US Treasury	Aa1/AA+	4.25%	03/15/27	03/10/25	15,036,045.92	15,036,045.92	100.33	15,049,453.20	288	3.93%
East West Bank CD		3.82%	03/29/27	03/27/26	10,069,309.42	10,069,309.42	100.00	10,069,309.42	302	3.89%
US Treasury	Aa1/AA+	4.50%	04/15/27	06/11/25	15,000,000.00	15,059,434.79	100.54	15,080,507.85	319	4.02%
US Treasury	Aa1/AA+	4.50%	05/15/27	06/11/25	15,000,000.00	15,065,740.02	100.54	15,080,742.15	349	4.02%
US Treasury	Aa1/AA+	4.63%	06/15/27	08/27/25	14,000,000.00	14,128,736.21	100.72	14,100,361.38	380	3.70%
FAMCA	N/A	3.63%	07/06/27	11/06/25	15,000,000.00	15,000,000.00	99.74	14,961,289.65	401	3.63%
US Treasury	Aa1/AA+	3.86%	07/31/27	03/26/26	10,000,000.00	9,996,279.54	99.91	9,991,406.30	426	3.91%
FFCB	Aa1/AA+	3.63%	08/27/27	11/04/25	15,000,000.00	15,000,000.00	99.64	14,946,702.30	453	3.63%
US Treasury	Aa1/AA+	3.36%	09/15/27	01/22/26	15,000,000.00	14,959,965.16	99.29	14,892,773.40	472	3.59%
US Treasury	Aa1/AA+	3.50%	09/30/27	01/22/26	15,000,000.00	14,982,397.15	99.40	14,910,351.60	487	3.59%
US Treasury STRIPS	Aa1/AA+	0.00%	11/15/27	01/22/26	15,000,000.00	14,244,701.96	94.48	14,172,137.85	533	3.60%
US Treasury	Aa1/AA+	3.38%	12/31/27	02/19/26	15,000,000.00	14,980,043.66	99.04	14,856,445.35	579	3.46%
FFCB	Aa1/AA+	3.50%	01/21/28	02/19/26	15,000,000.00	15,008,498.56	99.19	14,878,339.50	600	3.46%
US Treasury STRIPS	Aa1/AA+	0.00%	02/15/28	02/19/26	15,000,000.00	14,148,372.93	93.43	14,014,320.45	625	3.46%
FFCB	Aa1/AA+	3.88%	03/27/28	03/27/26	15,000,000.00	14,996,583.33	99.67	14,950,054.80	666	3.89%
FFCB	Aa1/AA+	3.75%	04/14/28	04/27/26	20,000,000.00	19,977,243.08	99.51	19,902,089.00	684	3.81%
					\$ 501,289,136.55	\$ 499,737,024.07		\$ 499,037,748.76	266	3.82%

8



Review and Recommend Action to Revise Order #2025-016: Authorizing the Defeasance and Redemption of a Portion of the South Texas College District's Outstanding Limited Tax Bonds, and Approving an Escrow Agreement and All Other Instruments and Procedures Related Thereto

Purpose	To revise Order #2025-016: Authorizing the Defeasance and Redemption of a Portion of the South Texas College District's Outstanding Limited Tax Bonds and Approving an Escrow Agreement and All Other Instruments and Procedures Related Thereto, to update the defeasance authorized amount from \$5,000,000 to \$6,100,000.
Justification	On August 26, 2025, the Board of Trustees approved Order #2025-016 for the defeasance of the South Texas College Limited Tax Refunding Bonds, Taxable Series 2021, which reduces the payment of interest thereon, the District's aggregate debt service requirement, and the District's legal debt outstanding. This Order also authorized a defeasance not to exceed \$5,000,000. Preliminary estimates from TRB Capital Markets Estrada Hinojosa indicate that the expected defeasance amount is approximately \$5,792,169.
Enclosed Documents	Appendix A – Current Order #2025-016 – Section 1 Appendix B – Revised Order #2025-016 provided by Perez Law Firm, Bond Counsel
Funding	No funds are required.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Service Myriam Lopez, Associate Vice President – Finance and Management Angel Magallanes, TRB Capital Markets Estrada Hinojosa Ricardo Perez, Bond Counsel, Perez Law Firm
Recommendation	The Board of Trustees of South Texas College approves and authorizes to revise the Order #2025-016: Authorizing the Defeasance and Redemption of a Portion of the South Texas College District's Outstanding Limited Tax Bonds and Approving an Escrow Agreement and All Other Instruments and Procedures Related Thereto, to update the defeasance authorized amount from \$5,000,000 to \$6,100,000.

SECTION 4: Escrow Agreement. The discharge and defeasance of the Redeemed Bonds shall be effectuated pursuant to the terms and provisions of an escrow agreement (the “Escrow Agreement”) with BOKF, N.A., (the “Escrow Agent”), in substantially the form attached hereto as Exhibit B, the terms and provisions of which are hereby approved in order to comply with all applicable laws and regulations relating to the redemption of the Redeemed Bonds and to carry out the other intents and purposes of this Order, including the execution of the Escrow Agreement. The President or Vice President of the Board is hereby authorized, as soon as is practicable, to take such actions as are necessary to effectuate the deposit with the Escrow Agent and the redemption of the of the Redeemed Bonds.

SECTION 5: Purchase of Escrow Securities. The Board hereby authorizes and directs the deposit of funds with the Escrow Agent to effectuate the defeasance of the Redeemed Bonds, and if applicable, directs the District’s consultants and the Escrow Agent to subscribe for, agree to purchase and purchase obligations of the United States of America or other securities authorized by law, in such amounts and maturities and bearing interest at such rates as may be provided for in the Escrow Agreement, and to execute any and all subscriptions, agreements, commitments, letters of authorization and other documents necessary to effectuate the foregoing. Any actions heretofore taken for such purpose are hereby ratified and approved.

SECTION 6: Notice of Redemption. The Chair and Secretary of the Board are authorized and instructed to give notice of redemption described herein to the paying agent/registrar for these Redeemed Bonds called for early redemption as provided in the Original Order.

SECTION 7: Further Actions Authorized. The Chair and Secretary of the Board, or the designees thereof, are authorized to evidence adoption of this Order and to do any and all things necessary or convenient to effect the redemption described herein and otherwise give effect to the intent hereof, including the retention of a verification agent to provide the Report (as defined in the Escrow Agreement).

SECTION 8: Recitals Incorporated. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Order for all purposes and are adopted as a part of the judgment and findings of the Board.

SECTION 9: Repealer. All orders and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Order are hereby repealed to the extent of such conflict, and the provisions of this Order shall be and remain controlling as to the matters resolved herein.

SECTION 10: Choice of Law. This Order shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 11: Severability. If any provision of this Order or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Order and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Board hereby declares that this Order would have been enacted without such invalid provision.

SECTION 12: Open Meeting. It is officially found, determined, and declared that the meeting at which this Order is adopted was open to the public and public notice of the time, place,

and subject matter of the public business to be considered at such meeting, including this Order, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 13: Headings. The titles and headings of the sections are for convenience of reference only and are not to be considered a part hereof and shall not in any way modify or restrict any of the terms and provisions hereof.

SECTION 14: Effective Date. This Order shall be in force and effect from and after its final passage, and it is so resolved.

[The remainder of this page intentionally left blank.]

PASSED AND APPROVED, this the 26th day of August 2025.

SOUTH TEXAS COLLEGE

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

EXHIBIT A

NOTICE OF PARTIAL REDEMPTION

Notice is hereby given that the South Texas College, acting through its Board of Trustees (the "Board"), has called for redemption the following outstanding obligations:

"South Texas College District Limited Tax Refunding Bonds, Taxable Series 2021," dated October 1, 2021 (the "Bonds"), bearing interest, and stated to mature on August 15 in the year(s) as follows:

<u>Maturity Date</u> *	<u>Principal Amount Outstanding (\$)</u> *	<u>Amount Being Redeemed (\$)</u> *	<u>Interest Rate (%)</u> *
------------------------	--	---	----------------------------

The date fixed for redemption of the Bonds is _____ as authorized by the order authorizing the issuance of the Bonds and as directed by the Board pursuant to an order adopted on August 26, 2025. You are hereby notified that the Bonds should be presented for redemption on or before the Redemption Date and that interest shall cease to accrue from and after that date, and that on such date there shall become due and payable on each of the Bonds the redemption price equal to the principal amount thereof, without premium, plus unpaid accrued interest to the Redemption Date.

Notice is further given that the Bonds will be payable at and should be submitted either in person or by certified or registered mail to _____, at the following address:

Attn: Corporate Trust Services

This notice is issued and given pursuant to the option of redemption reserved to the Board in the order authorizing the issuance of the Bonds.

WITNESS MY OFFICIAL SIGNATURE this _____, 20__.

SOUTH TEXAS COLLEGE

Chair, Board of Trustees

* Complete with final redemption information.

EXHIBIT B
FORM OF ESCROW AGREEMENT

ESCROW AGREEMENT

THIS ESCROW AGREEMENT (this “Escrow Agreement”), dated for convenience as of August 26, 2025, but effective on the Escrow Funding Date described herein, is made and entered into by and between the SOUTH TEXAS COLLEGE, a college district duly created, organized and existing under the Constitution and laws of the State of Texas (together with any successor to its duties and functions, the “District”), and BOKF, N.A., as escrow agent (together with any successor or assign in such capacity, the “Escrow Agent”).

WHEREAS, the District has heretofore issued certain bonds (hereinafter defined as the “Redeemed Bonds”) that it desires to refund in advance of their maturities;

WHEREAS, Chapter 1207, Texas Government Code, as amended, authorizes and empowers the District to deposit with a paying agent for any of the Redeemed Bonds, or a trust company or commercial bank that does not act as a depository for the District, from available funds from any source, an amount sufficient to provide for the payment or redemption of the Redeemed Bonds;

WHEREAS, the governing body of the District has adopted a redemption order authorizing the defeasance and redemption of certain of its Limited Tax Refunding Bonds, Taxable Series 2021 as further described in Exhibit B hereto (the “Redeemed Bonds”), for the purpose, among other purposes, of providing the funds necessary to defease and redeem the Redeemed Bonds to reduce the payment of interest thereon and to reduce the District’s aggregate debt service requirements and legal debt outstanding;

WHEREAS, to provide for the payment of the Redeemed Bonds, the District has provided for the transfer to the Escrow Agent pursuant to this Escrow Agreement of money lawfully available for such purpose; and

WHEREAS, the governing body of the District has further determined to effectuate the defeasance and redemption pursuant to this Escrow Agreement, under which provision is made for the safekeeping, investment, reinvestment, administration and disposition of funds necessary to defease and redeem the Redeemed Bonds so as to provide firm banking and financial arrangements for the discharge and final payment of the Redeemed Bonds;

NOW, THEREFORE, in consideration of the mutual undertakings, promises and agreements herein contained, and other good and valuable consideration, the receipt and sufficiency of which hereby are acknowledged, and in order to secure the full and timely payment of the principal of and interest on the Redeemed Bonds, the District and the Escrow Agent contract and agree as follows:

ARTICLE ONE DEFINITIONS AND INTERPRETATIONS

Section 1.1 Definitions.

Unless otherwise expressly provided or unless the context clearly requires otherwise, the following terms shall have the respective meanings specified below for all purposes of this Escrow Agreement:

“Board” shall mean the District’s Board of Trustees.

“Code” shall mean the Internal Revenue Code of 1986, as amended, and the applicable regulations thereunder and under the Internal Revenue Code of 1954.

“District” shall mean the South Texas College, and any successor to its duties and functions.

“Escrow Agent” shall mean BOKF, N.A., in its capacity as escrow agent hereunder, and any successor or assign in such capacity.

“Escrow Agreement” shall mean this escrow agreement.

“Escrow Deposit” shall mean the initial deposit into the Escrow Fund, as more particularly described in Section 2.1.

“Escrow Fund” shall mean the fund created in Section 3.1 of this Escrow Agreement to be administered by the Escrow Agent pursuant to the provisions of this Escrow Agreement.

“Escrow Funding Date” shall mean the date on which the District deposits with the Escrow Agent the Escrow Deposit described in Section 2.1 which date shall be no later than _____.

“Escrowed Securities” shall mean the Limited Yield Securities and the Open Market Securities.

“Limited Yield Securities” shall mean the non-callable United States Treasury Obligations-State and Local Government Series to be initially purchased with lawfully available funds of the District, together with all reinvestments of the proceeds thereof as may be directed in Section 4.2 or permitted in Section 4.3(b).

“Open Market Securities” shall mean the United States Treasury securities (or other direct non-callable obligations of the United States, including obligations that are unconditionally guaranteed by the United States) and any non-callable obligations of an agency or instrumentality of the United States, including obligations that are unconditionally guaranteed or insured by the agency or instrumentality and that, on the date the governing body of the issuer adopts or approves the proceedings authorizing the redemption of the Redeemed Bonds, are rated as to investment quality by a nationally recognized investment rating firm not less than AAA or its equivalent, to be purchased in the open market with cash, together with all reinvestments thereof as may be directed in Section 4.2 or permitted in Section 4.3(b), or cash or obligations substituted therefor pursuant to Section 4.3(a).

“Paying Agent for the Redeemed Bonds” shall mean BOKF, N.A., Dallas, Texas.

“Redeemed Bond Order” shall mean the District’s order authorizing the issuance, sale and delivery of the Redeemed Bonds.

“Redeemed Bonds” shall mean the outstanding bonds of the District as shown on Exhibit B hereto.

“Report” shall mean the verification report relating to the advance refunding of the Refunded Bonds, a copy of which is attached hereto as Exhibit C, and any subsequent verification report required by Section 4.3.

Section 1.1 Interpretations.

The titles and headings of the articles and sections of this Escrow Agreement have been inserted for convenience of reference only and are not to be considered a part hereof and shall not in any way modify or restrict the terms hereof. This Escrow Agreement and all of the terms and provisions hereof shall be liberally construed to effectuate the purposes set forth herein and to achieve the intended purpose of providing for the redemption of the Redeemed Bonds in accordance with applicable law.

ARTICLE TWO
DEPOSIT OF FUNDS AND ESCROWED SECURITIES

Section 2.1 Deposits to Escrow Fund.

On the Escrow Funding Date, the District shall deposit, or cause to be deposited, into the Escrow Fund the Escrow Deposit, consisting of the following:

(a) As the beginning cash balance for the Escrow Fund, \$ _____ from available funds of the District;

(b) the initial Limited Yield Securities with a purchase price of \$ _____ from available funds of the District; and

(c) the initial Open Market Securities with a purchase price of \$ _____ from available funds of the District.

ARTICLE THREE
CREATION AND OPERATION OF ESCROW FUND

Section 3.1 Escrow Fund.

On the Escrow Funding Date the Escrow Agent will create in its books a special fund and irrevocable escrow to be known as the “South Texas College 2025-2026 Cash Defeasance Escrow Fund” (the “Escrow Fund”). On the Escrow Funding Date, the Escrow Deposit described in Section 2.1 will be deposited to the credit of the Escrow Fund, The Escrow Deposit and all proceeds therefrom shall be the property of the Escrow Fund and shall be applied only in strict conformity with the terms and conditions hereof. All Escrowed Securities, all proceeds therefrom and all cash balances from time to time on deposit in the Escrow Fund are hereby irrevocably pledged to the payment of the principal of, redemption premium, if any; and interest on the

Redeemed Bonds, which payment shall be made by timely transfers to the Paying Agent for the Redeemed Bonds of such amounts at such times as are provided in Section 3.2. When the final transfers have been made to the Paying Agent for the Redeemed Bonds for the payment of such principal of, redemption premium, if any, and interest on the Redeemed Bonds, any balance then remaining in the Escrow Fund shall be transferred to the District, and the Escrow Agent shall thereupon be discharged from any further duties hereunder.

Section 3.2 Payment of Principal, Redemption Premium, if any, and Interest; Redemption of Certain Redeemed Bonds.

(a) The Escrow Agent is hereby irrevocably instructed to transfer to the Paying Agent for the Redeemed Bonds from the cash balance from time to time on deposit in the Escrow Fund the amounts required to pay the principal of, redemption premium, if any, and interest on the Redeemed Bonds in the amounts and at the times shown in the Report.

(b) Except for amounts transferred to the Paying Agent for the Redeemed Bonds pursuant to Section 3.2(a) and to the District pursuant to Section 4.2, the Escrow Agent agrees that it shall never make any withdrawals from the Escrow Fund or assert any claims, liens or charges against the Escrow Fund.

Section 3.3 Sufficiency of Escrow Fund.

The District represents (based upon the Report) that the successive receipts of the principal of and interest on the Escrowed Securities will assure that the cash balance on deposit from time to time in the Escrow Fund will be at all times sufficient to provide money for transfer to the Paying Agent for the Redeemed Bonds at the times and in the amounts required to pay the interest on the Redeemed Bonds as such interest comes due and to pay the principal of, redemption premium, if any, and interest on the Redeemed Bonds as the Redeemed Bonds mature or are called for redemption, all as more fully set forth in the Report. If, for any reason, at any time, the cash balances on deposit or scheduled to be on deposit in the Escrow Fund shall be insufficient to transfer the amounts required by the Paying Agent for the Redeemed Bonds to make the payments set forth in Section 3.2, the District shall timely deposit into the Escrow Fund, from lawfully available funds, additional funds in the amounts required to make such payments. Notice of any such insufficiency shall be given promptly by the Escrow Agent to the District as hereinafter provided, but the Escrow Agent shall not in any manner be responsible for any insufficiency of funds in the Escrow Fund or the District's failure to make additional deposits thereto.

Section 3.4 Trust Fund.

The Escrow Agent at all times shall hold the Escrow Fund, the Escrowed Securities and all other assets of the Escrow Fund wholly segregated from all other funds and securities on deposit with the Escrow Agent; it shall never allow the Escrowed Securities or any other assets of the Escrow Fund to be commingled with any other funds or securities of the Escrow Agent; and it shall hold and dispose of the assets of the Escrow Fund only as set forth herein. The Escrowed Securities and other assets of the Escrow Fund always shall be maintained by the Escrow Agent for the benefit of the holders of the Redeemed Bonds; and a special account evidencing such fact shall be maintained at all times on the books of the Escrow Agent. The holders of the Redeemed Bonds shall be entitled to the same preferred claim and first lien upon the Escrowed Securities, the proceeds thereof and all other assets of the Escrow Fund to which they are entitled as holders of

the Redeemed Bonds. The amounts received by the Escrow Agent under this Escrow Agreement shall not be considered as a banking deposit by the District, and the Escrow Agent shall have no right or title with respect thereto except as escrow agent under the terms hereof. The amounts received by the Escrow Agent hereunder shall not be subject to warrants, drafts or checks drawn by the District or, except to the extent expressly herein provided, by the Paying Agent for the Redeemed Bonds.

Section 3.5 Security for Cash Balances.

Cash balances from time to time on deposit in the Escrow Fund, to the extent not insured by the Federal Deposit Insurance Corporation or its successor, shall be continuously secured by a pledge of direct obligations of, or obligations unconditionally guaranteed by, the United States of America, having a market value at least equal to such cash balances.

ARTICLE FOUR
LIMITATION ON INVESTMENTS

Section 4.1 General.

Except as herein otherwise expressly provided, the Escrow Agent shall not have any power or duty to invest any money held hereunder, to make substitutions of the Escrowed Securities or to sell, transfer or otherwise dispose of the Escrowed Securities.

Section 4.2 Reinvestment of Proceeds of Escrowed Securities.

The Escrow Agent is hereby authorized and directed to reinvest proceeds of the Escrowed Securities which are attributable to amounts received as principal of or interest on the Escrowed Securities and which are not immediately needed to pay the Redeemed Bonds in direct obligations of the United States of America, i.e., United States Treasury Bonds, Bills and Notes, in the amounts, and maturing and bearing interest, all as set out in the Report. The District hereby designates and appoints the Escrow Agent as its agent and duly authorized representative for purposes of subscribing for and purchasing such obligations, all of which shall constitute Escrowed Securities. Any income or increment earned from such reinvestment remaining after final payment of the Redeemed Bonds shall be promptly transferred to the District.

Section 4.3 Substitution of Securities.

(a) The District may, upon compliance with the conditions stated in subsection (c) of this Section 4.3, at its option, substitute cash or non-interest bearing obligations of the United States Treasury (i.e., Treasury obligations which mature and are payable in a stated amount on the maturity date thereof and for which there are no payments other than the payment made on the maturity date) for non-interest bearing Open Market Securities listed in the Report, but only if such cash and/or substituted non-interest bearing direct obligations of the United States Treasury:

- (i) are in an amount, and/or mature in an amount, which, together with any cash substituted for such obligations, is equal to or greater than the amount payable on the maturity date of the obligation listed in the Report for which such obligation is substituted, and

- (ii) mature on or before the maturity date of the obligation listed in the Report for which such obligation is substituted.

The District may at any time substitute any Open Market Securities which, as permitted by the preceding sentence, were not deposited to the credit of the Escrow Fund, for the cash and/or obligations that were substituted for such Open Market Securities.

(b) At the written request of the District, and upon compliance with the conditions hereinafter stated in subsection (c) of this Section 4.3, the Escrow Agent shall sell, transfer, otherwise dispose of or request the redemption of all or any portion of the Escrowed Securities and apply the proceeds therefrom to purchase Redeemed Bonds or direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by, the United States of America which do not permit the redemption thereof at the option of the obligor.

(c) Any such transaction described in subsections (a) and (b) of this Section 4.3 may be effected by the Escrow Agent only if (1) the Escrow Agent shall have received a written opinion from a recognized firm of certified public accountants that such transaction will not cause the amount of money and securities in the Escrow Fund to be reduced below an amount which will be sufficient, when added to the interest to accrue thereon, to provide for the payment of principal of, redemption premium, if any, and interest on the remaining Redeemed Bonds as they become due, and (2) the Escrow Agent shall have received the unqualified written legal opinion of nationally recognized bond counsel or tax counsel acceptable to the District and the Escrow Agent to the effect that (a) such transaction will not cause any of the Redeemed Bonds to be an “arbitrage bond” within the meaning of the Code and (b) that such transaction complies with the Constitution and laws of the State of Texas and with all relevant documents relating to the issuance of the Redeemed Bonds.

Section 4.4 Arbitrage.

The District hereby covenants and agrees that it shall never request the Escrow Agent to exercise any power hereunder or permit any part of the money in the Escrow Fund or proceeds from the sale of Escrowed Securities to be used directly or indirectly to acquire any securities or obligations if the exercise of such power or the acquisition of such securities or obligations would cause any Defeased Bond to be an “arbitrage bond” within the meaning of the Code.

ARTICLE FIVE RECORDS AND REPORTS

Section 5.1 Records.

The Escrow Agent shall keep books of record and account in which complete and correct entries shall be made of all transactions relating to the receipt, disbursement, allocation and application of the money and Escrowed Securities deposited to the Escrow Fund and all proceeds thereof, and such books shall be available for inspection at reasonable hours and under reasonable conditions by the District and the holders of the Redeemed Bonds.

Section 5.2 Reports.

For the period beginning on the Escrow Funding Date and ending on December 31, 2022, and for each twelve (12) month period thereafter while this Agreement remains in effect, the Escrow Agent shall prepare and send to the District within thirty (30) days following the end of such period a written report summarizing all transactions relating to the Escrow Fund during such period, including, without limitation, credits to the Escrow Fund as a result of interest payments on or maturities of the Escrowed Securities and transfers from the Escrow Fund to the Paying Agent for the Redeemed Bonds or otherwise, together with a detailed statement of all Escrowed Securities and the cash balance on deposit in the Escrow Fund as of the end, of such period.

ARTICLE SIX CONCERNING THE ESCROW AGENT

Section 6.1 Representations of Escrow Agent.

The Escrow Agent hereby represents (a) that it is either a (i) Paying Agent for the Redeemed Bonds or (ii) trust company or commercial bank that does not act as a depository for the District and (b) that it has all necessary power and authority to enter into this Escrow Agreement and undertake the obligations and responsibilities imposed upon it herein and that it will carry out all of its obligations hereunder.

Section 6.2 Limitation on Liability.

The liability of the Escrow Agent to transfer funds to the Paying Agent for the Redeemed Bonds for the payments of the principal of, redemption premium, if any, and interest on the Redeemed Bonds shall be limited to the proceeds of the Escrowed Securities and the cash balances from time to time on deposit in the Escrow Fund. Notwithstanding any provision contained herein to the contrary, the Escrow Agent shall have no liability whatsoever for the insufficiency of funds from time to time in the Escrow Fund or any failure of the obligor of the Escrowed Securities to make timely payment thereon, except for its obligation to notify the District promptly of any such occurrence.

The recitals herein and in the proceedings authorizing the Redeemed Bonds shall be taken as the statements of the District and shall not be considered as made by, or imposing any obligation or liability upon, the Escrow Agent. The Escrow Agent is not a party to the Redeemed Bond Orders and in its capacity as Escrow Agent is not responsible for or bound by any of the provisions thereof. In its capacity as Escrow Agent, it is agreed that the Escrow Agent need look only to the terms and provisions of this Escrow Agreement.

The Escrow Agent makes no representation as to the value, condition or sufficiency of the Escrow Fund, or any part thereof, or as to the title of the District thereto, or as to the security afforded thereby or hereby, and the Escrow Agent shall incur no liability or responsibility with respect to any of such matters.

It is the intention of the District and the Escrow Agent that the Escrow Agent shall never be required to use or advance its own funds or otherwise incur personal financial liability in the performance of any of its duties or the exercise of any of its rights and powers hereunder.

The Escrow Agent shall not be liable for the performance of any duties, except such duties as are specifically set forth in this Escrow Agreement, and no implied covenants or obligations shall be read into this Escrow Agreement. Nothing herein contained shall relieve the Escrow Agent from liability for its own negligent action, negligent failure to act or willful misconduct, except that this sentence shall not be construed to limit the effect of the immediately preceding sentence. The Escrow Agent shall not incur any liability for any error of judgment made in good faith by a responsible officer thereof, unless it shall be proved that it was negligent in ascertaining the pertinent facts. The Escrow Agent shall be protected in acting upon any notice, resolution, request, consent, order, certificate, report, opinion, bond or other paper or document believed by it to be genuine, and to have been signed or presented by the proper party or parties. The Escrow Agent may consult with counsel, and the opinion of such counsel shall be full and complete authorization and protection in respect of any action taken or suffered by it in good faith and in accordance therewith. The Escrow Agent may execute any of the trusts or powers hereunder or perform any duties hereunder either directly or by or through agents, attorneys, custodians or nominees appointed with due care, and shall not be responsible for any willful misconduct on the part of any agent, attorney, custodian or nominee so appointed.

Unless it is specifically provided otherwise herein, the Escrow Agent has no duty to determine or inquire into the happening or occurrence of any event or contingency or the performance or failure of performance of the District with respect to arrangements or contracts with others, with the Escrow Agent's sole duty hereunder being to safeguard the Escrow Fund and to dispose of and deliver the same in accordance with this Escrow Agreement. If, however, the Escrow Agent is called upon by the terms of this Escrow Agreement to determine the occurrence of any event or contingency, the Escrow Agent shall be obligated, in making such determination, only to exercise reasonable care and diligence, and in the event of error in making such determination the Escrow Agent shall be liable only for its own negligence or willful misconduct. In determining the occurrence of any such event or contingency the Escrow Agent may request from the District or any other person such reasonable additional evidence as the Escrow Agent in its discretion may deem necessary to determine any fact relating to the occurrence of such event or contingency, and in this connection may make inquiries of, and consult with, the District, among others, at any time.

The Escrow Agent shall not be liable for any action taken or neglected to be taken by it in good faith in the exercise of reasonable care and believed by it to be within the discretion or power conferred upon it by this Escrow Agreement, nor shall the Escrow Agent be responsible for the consequences of any error of judgment; nor shall the Escrow Agent be answerable, except for its own neglect or fault, for any loss unless the same shall have been through its negligence or willful misconduct.

In the absence of bad faith, the Escrow Agent may rely conclusively upon the truth, completeness and accuracy of the statements, certificates, opinions, resolutions and other documents conforming to the requirements of this Escrow Agreement, and shall not be obligated to make any independent investigation with respect thereto.

To the full extent permitted by law, the District agrees to indemnify, defend and hold the Escrow Agent harmless from and against any and all loss, damage, tax, liability and expense that may be incurred by the Escrow Agent arising out of or in connection with its acceptance or appointment as Escrow Agent hereunder, including attorneys' fees and expenses of defending

itself against any claim or liability in connection with, its performance hereunder except that the Escrow Agent shall not be indemnified for any loss, damage, tax, liability, or expense resulting from its own negligence or willful misconduct. The foregoing indemnification shall survive the termination of this Escrow Agreement or the resignation or removal of the Escrow Agent for any reason.

Section 6.3 Compensation.

On the Escrow Funding Date, the District will pay the Escrow Agent for performing its services as Escrow Agent hereunder and for all expenses incurred or to be incurred by the Escrow Agent in the administration of this Escrow Agreement, the fees set out in Exhibit A. If the Escrow Agent is requested to perform any extraordinary services hereunder, the District hereby agrees to pay reasonable fees to the Escrow Agent for such extraordinary services and to reimburse the Escrow Agent for all expenses incurred by the Escrow Agent in performing such extraordinary services. It is expressly provided that the Escrow Agent shall look only to the District for the payment of such additional fees and reimbursement of such additional expenses. The Escrow Agent hereby agrees that in no event shall it ever assert any claim or lien against the Escrow Fund for any fees for its services, whether regular, additional or extraordinary, as Escrow Agent, or in any other capacity, or for reimbursement for any of its expenses.

The Escrow Agent, in its capacity as the Paying Agent for the Redeemed Bonds, agrees to continue to act as paying agent for the Redeemed Bonds for the life of such bonds, under the fee schedule currently in effect for such bonds, with the remedy for nonpayment being solely an action against the District for amounts owing under the Paying Agent Agreement. The fees will continue to be paid by the District, and in no instance will the proceeds of the Escrow Fund be used to pay the fees of the Paying Agent for the Redeemed Bonds.

Section 6.4 Successor Escrow Agents.

If at any time the Escrow Agent or its legal successor or successors should become unable, through operation of law or otherwise, to act as escrow agent hereunder, or if its property and affairs shall be taken under the control of any state or federal court or administrative body because of insolvency or bankruptcy or for any other reason, a vacancy shall forthwith exist in the office of Escrow Agent hereunder. In such event the District, by appropriate action, shall promptly appoint a successor Escrow Agent to fill such vacancy. If no successor Escrow Agent shall have been appointed by the District within sixty (60) days of such vacancy, a successor may be appointed by the holders of a majority in aggregate principal amount of the Redeemed Bonds then outstanding by an instrument or instruments in writing filed with the District, signed by such holders or by their duly authorized attorneys. If, in a proper case, no appointment of a successor Escrow Agent shall be made pursuant to the foregoing provisions of this section within three months after a vacancy shall have occurred, the holder of any Redeemed Bond then outstanding may apply to any court of competent jurisdiction to appoint a successor Escrow Agent. Such court may thereupon, after such notice, if any, as it may deem proper, prescribe and appoint a successor Escrow Agent.

Any successor Escrow Agent shall be qualified to act in such capacity under Chapter 1207, Texas Government Code, as amended, and shall be a corporation organized and doing business under the laws of the United States or the State of Texas, authorized under such laws to exercise

corporate trust powers, having a combined capital and surplus of at least \$50,000,000 and subject to supervision or examination by federal or state authority.

Any successor Escrow Agent shall execute, acknowledge and deliver to the District and the Escrow Agent an instrument accepting such appointment hereunder, and the Escrow Agent shall execute and deliver an instrument transferring to such successor Escrow Agent, subject to the terms of this Agreement, all the rights, powers and trusts of the Escrow Agent hereunder. Upon the request of any such successor Escrow Agent, the District shall execute any and all instruments in writing for more fully and certainly vesting in and confirming to such successor Escrow Agent all such rights, powers and duties. The Escrow Agent shall pay over to its successor Escrow Agent a proportional part of the Escrow Agent's fee paid hereunder.

The Escrow Agent at the time acting hereunder may at any time resign and be discharged from the escrow hereby created by giving not less than sixty (60) days' written notice to the District specifying the date when such resignation will take effect. No such resignation shall take effect unless a successor Escrow Agent shall have been appointed by the holders of the Redeemed Bonds or by the District as herein provided and such successor Escrow Agent shall have accepted such appointment, in which event such resignation shall take effect immediately upon the appointment and acceptance of a successor Escrow Agent. If an instrument of acceptance by a successor Escrow Agent shall not have been delivered to the Escrow Agent within 60 days after the giving of such notice of resignation, the resigning Escrow Agent may petition any court of competent jurisdiction for the appointment of a successor Escrow Agent.

The Escrow Agent may be removed at any time with thirty (30) days' prior notice by an instrument or concurrent instruments in writing delivered to the Escrow Agent and to the District and signed by the holders of a majority in aggregate principal amount of the Redeemed Bonds then outstanding.

ARTICLE SEVEN MISCELLANEOUS

Section 7.1 Notices.

Any notice, authorization, request or demand required or permitted to be given hereunder shall be made or given in writing and shall be deemed to have been duly given when mailed by registered or certified mail, postage prepaid, addressed as follows:

To the Escrow Agent:

BOKF, N.A.

Attention:

To the District:

South Texas College
3201 W. Pecan Blvd.
McAllen, Texas 78501
Attention: Vice President for Finance and Administrative Services

The United States Post Office registered or certified mail receipt showing delivery of the aforesaid shall be conclusive evidence of the date and fact of delivery. Either party hereto may change the address to which notices are to be delivered by giving to the other party not less than ten (10) days' prior written notice thereof.

Section 7.2 Termination of Responsibilities.

Upon the taking by the Escrow Agent of all the actions as described herein, the Escrow Agent shall have no further obligations or responsibilities hereunder to the District, the holders of the Redeemed Bonds or to any other person or persons in connection with this. Escrow Agreement.

Section 7.3 Binding Agreement; Amendment.

This Escrow Agreement shall be binding upon the District and the Escrow Agent and their respective successors and legal representatives and shall inure solely to the benefit of the holders of the Redeemed Bonds, the District, the Escrow Agent and their respective successors and legal representatives. This Escrow Agreement shall not be subject to amendment without the written consent of the holders of all Redeemed Bonds then outstanding.

Section 7.4 Severability.

If any one or more of the provisions contained in this Escrow Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this Escrow Agreement, but this Escrow Agreement shall be construed as if such invalid or illegal or unenforceable provision had never been contained herein.

Section 7.5 Governing Law.

This Escrow Agreement shall be governed exclusively by the provisions hereof and by the applicable laws of the State of Texas.

Section 7.6 Time of Essence.

Time shall be of the essence in the performance of obligations from time to time imposed upon the Escrow Agent by this Escrow Agreement.

Section 7.7 Compliance with Sections 2271.002 and 2252.152, Texas Government Code.

In accordance with Section 2271.002, Texas Government Code, the Escrow Agent hereby verifies that the Escrow Agent, or any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the Escrow Agent: (i) does not Boycott Israel (as such term is defined in Section 2271.001, Texas Government Code) and (ii) subject to or as otherwise required by applicable Federal law, including, without limitation, 50 U.S.C. Section 4607, will not Boycott Israel during the term of this Agreement. As used in the foregoing verification, "boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory,

but does not include an action made for ordinary business purposes. The Escrow Agent understands “affiliate” to mean an entity that controls, is controlled by, or is under common control with the Escrow Agent and exists to make a profit.

Pursuant to Section 2252.152, Texas Government Code, neither the Escrow Agent nor any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the Escrow Agent is a company identified on a list prepared and maintained by the Texas Comptroller of Public Accounts under Section 2252.153 or Section 2271.0201, Texas Government Code, and posted on any of the following pages of such officer’s internet website:

<https://comptroller.texas.gov/purchasing/docs/sudanlist.pdf>,

<https://comptroller.texas.gov/purchasing/docs/iran-list.pdf>, or

<https://comptroller.texas.gov/purchasing/docs/ftolist.pdf>.

The foregoing representation is made solely to comply with Section 2252.152, Texas Government Code, and to the extent such Section does not contravene applicable federal law and excludes the Escrow Agent and each of its parent company, wholly- or majority-owned subsidiaries, and other affiliates, if any, that the United States government has affirmatively declared to be excluded from its federal sanctions regime relating to Sudan or Iran or any federal sanctions regime relating to a foreign terrorist organization. The Escrow Agent understands “affiliate” to mean any entity that controls, is controlled by, or is under common control with the Escrow Agent and exists to make a profit.

Liability for breach of any of the foregoing verifications during the term of this Agreement shall survive until barred by the applicable statute of limitations and shall not be liquidated or otherwise limited by any provision of this Agreement, notwithstanding anything in this Agreement to the contrary.

Section 7.8 Contract Value. The value of this Agreement is less than \$100,000 for the purposes of Sections 2274 and 2276, Government Code (as added by House Bill 4595, 88th Texas Legislature, Regular Session).

[Execution Page Follows]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

SOUTH TEXAS COLLEGE

By: _____
Chair, Board of Trustees

ATTEST:

By: _____
Secretary, Board of Trustees

_____, as Escrow Agent

By:_____

Name:_____

Title:_____

Address: As listed in Section 7.1 hereof

ATTEST:

By:_____

Name:_____

Title:_____

Exhibit A
Fee Schedule

Exhibit B

Schedule of Redeemed Bonds

South Texas College District Limited Tax Refunding Bonds, Taxable Series 2021,” dated October 1, 2021 (the “Bonds”), bearing interest, and stated to mature as follows:

<u>Maturity Date</u> *	<u>Principal Amount Outstanding (\$)</u> *	<u>Amount Being Redeemed (\$)</u> *	<u>Interest Rate (%)</u> *
------------------------	--	---	----------------------------

* Complete with final redemption information.

**Review and Recommend Action on Memorandum of Understanding (MOU)
Between South Texas College (STC) and South Texas College Foundation (STCF)**

Purpose To approve the MOU between South Texas College and the South Texas College Foundation.

Justification The MOU outlines roles and responsibilities of each entity in managing funds, supporting specific initiatives, allocating donations, and ensuring the foundation's activities align with the college's overall mission and goals.

**Additional
Information**

Enclosed Documents 1. MOU STC and STFC

Funding No Funds are Required.

Staff Resource Dr. Rodney Rodriguez, Vice President for Institutional Advancement and External Affairs

Recommendation ***It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:*** The Board of Trustees of South Texas College approve and authorize the Memorandum of Understanding (MOU) between South Texas College (STC) and the South Texas College Foundation (STCF).

Approval Recommended:
Dr. Ricardo J. Solis
President

Memorandum of Understanding between South Texas College and the South Texas College Foundation

This Memorandum of Understanding is entered into as of _____ (the "Effective Date") by and between the South Texas College Foundation, which will henceforth be referred to as the "Foundation", and South Texas College, which will henceforth be referred to as the "College". The Foundation and the College are sometimes referred to herein as a "Party" or as the "Parties".

WHEREAS the College was created on September 1, 1993 and currently serves thousands of students and offers hundreds of educational programs;

AND WHEREAS the College Board of Trustees is responsible for overseeing the mission, leadership, and operations of the College and for setting the priorities and long-range plans of the College;

AND WHEREAS the Foundation is a nonprofit corporation organized exclusively for charitable, literary, and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, including the making of distributions of Foundation funds to or for the benefit and support of or for the tax-exempt purposes of the College;

AND WHEREAS the Foundation's Board of Directors is responsible for overseeing the mission, leadership, and operation of the Foundation and for setting the priorities and long-range plans of the Foundation;

AND WHEREAS, the Board of Trustees of the College has identified and asserted the educational public purposes for the College's support of the Foundation (the "Public Purposes");

AND WHEREAS, the College and the Foundation desire to define the fund-raising and fund distribution activities of the Foundation in a formal, written manner, and to assure that those activities further the mission of the College;

AND WHEREAS, the College desires to provide and make available certain services to the Foundation, in order to facilitate the Foundation's fund-raising and fund distribution activities in support of the College;

NOW THEREFORE, in consideration of the covenants, promises, terms, and provisions herein contained, the Parties mutually agree to the following.

1. Unrestricted Gifts to the Foundation for the Benefit or Support of the College. Subject to the provisions of any Gift Acceptance Policy adopted by the Foundation, the Foundation shall use its best efforts to solicit and administer funds for the general support or benefit

of the College. From time to time, the College may request a distribution from such otherwise unrestricted funds. The Foundation's Board of Directors shall have the sole authority and discretion to determine whether a distribution will be made in accordance with such a request.

2. Time-Restricted Gifts to the Foundation for the Benefit or Support of the College. Subject to the provisions of any Gift Acceptance Policy adopted by the Foundation, the Foundation may solicit and administer funds for the general support or benefit of the college and that are not wholly expendable on a current basis. The Foundation's Board of Directors shall administer these funds in accordance with the Texas Uniform Management of Institutional Funds Act ("TUPMIFA"). From time to time, the College may request a distribution from these time-restricted funds. Subject to TUPMIFA, the Foundation's Board of Directors shall have the sole authority and discretion to determine whether a distribution will be made in accordance with such request.
3. Purpose-Restricted Gifts to the Foundation for the Benefit or Support of the College. In addition to abiding by the restrictions in any Gift Acceptance Policy adopted by the Foundation, the Foundation shall not raise purpose-restricted gifts for the benefit or use of the College without the authorization of the Board of Trustees of the College or if the restriction requires the gift to be used for a purpose outside of the activities in the College's current operating budget and current strategic plan. From time to time, the College may request a distribution from these time-restricted funds. Subject to TUPMIFA, the Foundation's Board of Directors shall have the sole authority and discretion to determine whether a distribution will be made in accordance with such request.
4. Non-Interference. To avoid any unintended interference with the College's strategic fundraising efforts, the Foundation will not solicit any donor or potential donor that the College has designated, in writing to the Foundation, as a donor or potential donor of significance to the College.
5. Foundation Executive Director and Support Staff Furnished by the College. Subject to the College Board of Trustees appropriating sufficient funds in the College's annual budget, the College shall furnish an employee of the College to serve as the Executive Director of the Foundation ("Foundation Executive Director"). The Foundation Executive Director's will render service to the Foundation on a full-time, salaried basis in accordance with a job description provided by the Board of Directors of the College and the South Texas College Foundation. The College shall establish the salary for the Foundation Executive Director. The Foundation Executive Director shall be responsible for the Foundation's operations and shall report to the Foundation's Board of Directors. The College shall provide the Foundation Executive Director reasonable access to other staff employed by the College to support the Foundation Executive Director (the "Support Staff"). The College, with input from and consultation with the Foundation Board, shall have the authority to employ and terminate College personnel who provide services to the Foundation under this Memorandum of Understanding.

6. Facilities Furnished by the College. Subject to the College Board of Trustees appropriating sufficient funds in the College's annual budget, the College shall furnish (i) reasonable office space for the Foundation Executive Director; (ii) the utilities, telephone service, computer hardware and software, networking, internet access, and other technology resources reasonably needed by the Foundation to carry out its activities under this Memorandum of Understanding.
7. Reasonable Expenses of the Foundation. Subject to the College Board of Trustees appropriating sufficient funds in the College's annual budget, the College shall furnish the Foundation's reasonable in-kind services and shall pay the Foundation's reasonable expenses needed (excluding alcoholic beverages), but including, without limitation, meals that are ordinary and necessary expenses in conducting the Foundation's operations and that are not lavish or extravagant, travel, marketing, advertising, and supply expenses as necessary in the Foundation's conduct of its operations for the benefit of the College.
8. Use of College Name and Logo. The Foundation may use the College's name, logo, trademarks, tradename, and any other identifying marks of the College in furtherance of the Foundation's conduct of its operations for the benefit of the College.
9. No Agency or Partnership. This Memorandum of Understanding does not constitute a partnership or joint venture, and neither Party shall be considered or shall hold itself out as an agent of the other Party. Neither Party assumes responsibility for the actions of the other party, and neither Party assumes any liability for the actions of the other Party's directors, trustees, officers, or agents.
10. Compliance with Applicable Law. The Parties shall work together as necessary to ensure that the Foundation's activities comply with applicable law. For the avoidance of doubt, but without limitation, the College and the Foundation shall work together to ensure that the Foundation's administration of its scholarship program complies with the Family Educational Rights and Privacy Act.
11. Continued Cooperation. The Parties shall maintain open communication regarding the priorities and needs of the College and the identified funding priorities of the Foundation's donor base to maximize the Foundation's fundraising for the benefit of the College in alignment with the College's goals. To this end, the Board of Trustees of the College shall have the right to appoint a liaison to the Foundation's Board of Directors (the "College Liaison") with the right to attend all meetings of the Foundation's Board of Directors with the exception of "executive sessions" and meetings of the Foundation's Board of Directors with its attorneys. The College Liaison shall not be a member of the Foundation's Board of Directors and accordingly has no right to vote at the meetings of the Foundation's Board of Directors or any other power of a member of the Foundation's Board of Directors.
12. Changes to Governing Documents. The Foundation President shall immediately notify the College President and the Chair of the College's Board of Trustees of any amendment to the Certificate of Formation or Bylaws of the Foundation.

13. Annual Reports by Foundation. Within a reasonable time following the end of its fiscal year, the Foundation shall provide an annual report of its revenue and activities to the College Board of Trustees of the College. Once per year, the Foundation shall provide a report of its activities at a public meeting of the College Board of Trustees. The Foundation shall provide a copy of its annual Form 990 (not including Schedule B to Form 990) to the College within thirty (30) days of filing the Form 990 with the Internal Revenue Service.
14. Term. This Memorandum of Understanding shall remain in effect for a period of twelve (12) months from the effective date hereof. At the end of each twelve (12) month period, this Memorandum of Understanding shall renew for a successive twelve (12) month period. Notwithstanding the foregoing, either Party may terminate this Memorandum of Understanding for any reason and at any time by giving thirty (30) days advance written notice to the other Party.
15. Entire Agreement. This Memorandum of Understanding reflects the entire and integrated agreement between the Parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.
16. Amendment. This Memorandum of Understanding may be amended only in a writing authorized by and signed on behalf of each of the Parties.
17. Notice. Any notice required or contemplated by this Memorandum of Understanding shall be deemed to be provided upon the date it is mailed via certified mail, return receipt requested, or sent by email to the respective addresses to be provided.
18. Multiple Counterparts and Signatures. This Memorandum of Understanding and any amendments hereto may be signed in multiple counterparts, and a facsimile or electronic signature shall constitute an original signature.

Executed effective as of the Effective Date.

South Texas College

South Texas College Foundation

Board Chair
Mr. Paul R. Rodriguez

Board President
Ms. Laura Nassri Warren

Presentations Made at the Education and Workforce Development Meeting

Purpose The following presentations were delivered to the Education and Workforce Development Committee on Tuesday, July 14, 2026.

Justification

**Additional
Information**

**Enclosed
Documents** None

Funding

Staff Resource

Recommendation

Presentation on the February 2026 Dual Credit Programs Summit

Purpose	Administration provided a presentation with an overview of the 2026 Summit for Dual Credit Programs, hosted in collaboration with the National Alliance of Concurrent Enrollment Partnerships. The Summit was held at the South Padre Island Convention Center on February 15-17, 2026
Justification	Background: In February 2026, South Texas College partnered with the National Alliance of Concurrent Enrollment Partnerships (NACEP) to host the fifth annual Dual Credit Programs Summit. The three-day event featured a national keynote speaker, breakout sessions, and drew over 250 participants from 34 states sharing insights on dual credit delivery for diverse student populations. Dr. Rebecca De Leon, Associate Vice President for Dual Credit Programs & School District Partnerships, will provide a summary of the event, including financials and key takeaways from participants.
Additional Information	
Enclosed Documents	1. DC Summit PPT PDF
Funding	
Staff Resource	Dr. Rebecca De Leon, Associate Vice President for Dual Credit Programs & School District Partnerships
Recommendation	No action is requested. Please note date for 2027 Summit for Dual Credit Programs: February 22- 24.



SUMMIT FOR DUAL CREDIT PROGRAMS

FEB. 15-17, 2026 | SOUTH PADRE ISLAND, TX

Presentation for the Education & Workforce Development Committee
July 14, 2026
Dr. Rebecca De Leon, Associate Vice President
Dual Credit Programs and School District Partnerships




1

Summit Overview

- ✓ Hosted by **South Texas College** and the **National Alliance of Concurrent Enrollment Partnerships**.
- ✓ A premier conference tailored for higher education institutions, school districts, and state/national entities.
- ✓ The Summit provides attendees with valuable information and key takeaways regarding dual credit and college readiness.



SUMMIT FOR DUAL CREDIT PROGRAMS



2

Participation & Representation



- ✓ 257 registered
- ✓ 250 attended
- ✓ 34 states represented
 - Institutions of Higher Education
 - High Schools/ISDs
 - Non-Profit Organizations
 - State Agencies
- ✓ 96 institutions of higher education and secondary institutions
 - 79 Institutions of Higher Education
 - 17 High Schools/ISDs

SUMMIT FOR DUAL CREDIT PROGRAMS



3

Preconference

Dual Credit Programs leadership provided insight for **48 attendees** from **34 institutions** on topics such as:

- ✓ Policies & Procedures
- ✓ Program Scheduling
- ✓ Faculty Credentialing
- ✓ Enrollment Services
- ✓ Support Services



SUMMIT FOR DUAL CREDIT PROGRAMS



4

Keynote Speaker – John Fink



- Senior research associate and program lead at the Community College Research Center (CCRC) at Teachers College, Columbia University.
- Leads CCRC's research examining how community colleges are strengthening dual enrollment programs and improving transfer student outcomes.
- Keynote detailed postsecondary outcomes for dual enrollment students by state.
- John is currently the Research Commission Chair and board member of the National Alliance of Concurrent Enrollment Partnerships (NACEP).

Conference Day 1



5

Keynote Speaker – Danny Goldberg



- Workplace Culture Expert, Acclaimed Speaker, and Award-Winning Entrepreneur, Helping Organizations Future-Proof Their Teams by Putting Care at the Forefront of Leadership.
- After building a multimillion-dollar business by the age of 24, Danny has spent nearly a decade understanding and teaching modern leadership strategies that equip teams to succeed in today's fast-evolving work environment.
- Through his Culture of Care Framework, participants learned research-backed strategies to foster safety, understanding, connection, and unlock the full potential of their teams.

Conference Day 2



6

Summit Sessions

✓ 6 Conference Tracks

- Advising and Student Support
- Data and Research
- Fundamentals and Partnerships
- Innovation and Technology
- Policy, Funding, and Sustainability
- Teaching and Learning

✓ 6 Breakout Rounds

✓ 35 Sessions



SUMMIT FOR DUAL CREDIT PROGRAMS



7

Thank you, sponsors!

SUMMIT FOR DUAL CREDIT PROGRAMS

NACEP CORNERSTONE PARTNERS

Canusia, Inc.
Your Complete CEP Solution Provider

DualEnroll

Innovative Educators
Online Services For Orientation, Support & Training

Parchment
By Instructure

PLATINUM SPONSORS

SAVVAS
LEARNING COMPANY

THE NROC PROJECT

GOLD SPONSORS

OnRamps

SILVER SPONSORS

Cengage
Pearson

Mc Graw Hill

McMURRY UNIVERSITY
DUAL CREDIT ACADEMY
Powered by **TEL** Education

8

2026 Conference Proceeds

Total Income: \$117,156

Net Income: \$77,789

STC Profit: \$38,894

NACEP Profit: \$38,894

Total Expenses
\$39,366

Sponsorships
\$12,500

Net Income
\$77,789

■ Sponsorships
■ Net Income
■ Total Expenses

**Preliminary Financial Data*

SUMMIT FOR DUAL CREDIT PROGRAMS



9

Attendees' Key Takeaways



"I appreciated advice/topics discussed on **how to handle large high school dual enrollment programs** as we are always looking for ways to simplify our ever-growing large program."



"This is the **best example of professional development** for dual enrollment I've seen. **A model to be replicated.**"



"Loved the **call for more effective use of the data and research-backed recommendations.**"



"I loved this session! It **gave me practical ideas that I can implement immediately.**"



SUMMIT FOR DUAL CREDIT PROGRAMS



10



11

**On behalf of the
 South Texas College
 Dual Credit Programs,**

THANK YOU

for your support.

SUMMIT FOR DUAL CREDIT PROGRAMS

NACEP

SOUTH TEXAS COLLEGE

12

Presentation on the Strategic Review of the Dual Credit Programs Mission, Vision, and Goals

Purpose	Administration provided a presentation with an overview of the strategic review of the Dual Credit Programs Mission, Vision, and Goals.
Justification	Background: As part of its commitment to continuous improvement, the South Texas College Dual Credit Programs initiated a comprehensive review of its mission, vision, and goals. This review process, which occurs every five years, ensures the Dual Credit Programs remains closely aligned with the College's strategic priorities. In collaboration with South Texas College Research and Analytical Services, both internal and external stakeholders were engaged through two surveys during the review process. This input informed a college-wide review committee tasked with assessing and, if necessary, revising the program's mission, vision, and goals, which will guide the Dual Credit Programs for the next five years (2026–2030). Dr. Rebecca De Leon, Associate Vice President for Dual Credit Programs & School District Partnerships, will introduce the staff who executed this process to provide a summary and results of the review.
Additional Information	
Enclosed Documents	1. DC Programs Mission, Vision, and Goals PPT
Funding	
Staff Resource	Dr. Rebecca De Leon, Associate Vice President for Dual Credit Programs & School District Partnerships Lisa Aleman, Director - Dual Credit Programs Relations and Engagement Yvette Gonzalez, Manager - Dual Credit Accreditation and Compliance

Recommendation No action was requested.



Strategic Review for Continuous Improvement: **DUAL CREDIT PROGRAMS** **MISSION, VISION, AND GOALS**

Presentation for Education & Workforce Development Committee
July 14, 2026

Presented by:

- **Lisa Aleman, Review Committee Co-Chair**
Director - Dual Credit Programs Relations and Engagement
- **Yvette Gonzalez, Review Committee Co-Chair**
Manager - Dual Credit Accreditation and Compliance

1



Presentation Overview

- Background
 - Collegewide Committee Members
 - Review Process Timeline
 - Structure for Review Process
- Proposed Mission, Vision, and Goals
- Follow-Up Survey Results
- Next Steps



2

BACKGROUND

- Dual Credit Programs, as part of its efforts to continuously improve, conducts a review of the department's mission, vision, and goals every five years.
- This process reflects strategic planning and ensures alignment with the institutional strategic plan.

Review Year	Effective Dates
2015	2016-2020
2020	2021-2025
2025	2026-2030
2030	2031-2035



3

COLLEGEWIDE COMMITTEE MEMBERS

- 20 Committee Members
- All 5 Divisions Represented

Members	Department/Division
7	Dual Credit Programs
6	Academic Affairs and Economic Development
3	Technology, Information, and Planning Services
2	Student Affairs and Enrollment Management
1	Institutional Advancement and External Affairs
1	Finance and Administrative Services

4

REVIEW PROCESS: HIGHLIGHTS

Date	Action Item
August 2025	Initiated strategic review process
October	Distributed initial stakeholder survey
November to January 2026	Committee meetings held to review data and develop revisions
February	Distributed follow up survey to stakeholders
March	Presented proposed Mission, Vision & Goals to Academic Council
May	Provided proposed Mission, Vision & Goals to Cabinet

5

STRUCTURE FOR REVIEW PROCESS: MAIN THEMES IDENTIFIED THROUGH INITIAL SURVEY



Program Growth
and
Enhancement

Student Success
and Readiness

Communication,
Collaboration,
and Outreach

Faculty and Staff
Support

6

PROPOSED MISSION, VISION & GOALS



7

PROPOSED MISSION

South Texas College's nationally accredited Dual Credit Programs provide high school students early access to college courses. Through intentional partnerships, quality instruction, and targeted support, we empower students to succeed in college and the workforce.

PROPOSED VISION

Elevating our communities through high-quality, transformative educational opportunities that set the national standards for dual credit programs.

8

PROPOSED GOALS

1. Guide, monitor, assess, and continuously improve the dual credit student experience across all stages: connection, entry, progress, and completion.
2. Develop and align structured academic and career pathways that intentionally connect dual credit participation to credential attainment, transfer, and workforce outcomes.
3. Enhance coordinated communication with students, families, and school district partners to expand awareness of dual credit opportunities and the support services that promote student success.
4. Strengthen engagement, professional development, and instructional support for faculty and staff.
5. Reinforce collaborative partnerships with community and industry leaders to support shared regional goals.

9

FOLLOW-UP SURVEY RESULTS

Yvette Gonzalez, Review Committee Co-Chair
Manager - Dual Credit Accreditation and Compliance



10

SURVEY DESIGNED TO GATHER STAKEHOLDER FEEDBACK ON PROPOSED MISSION, VISION, AND GOALS

- The Follow-Up Survey was distributed to 1,018 stakeholders via email.
- 177 were recorded and included in the analysis:
 - 111 STC stakeholders
 - 66 ISD stakeholders
 - 91% from Hidalgo County
 - 9% from Starr County



11

THE PROPOSED MISSION STATEMENT: REFLECTS THE DUAL CREDIT PROGRAMS

92% Agree/Strongly Agree

THE PROPOSED VISION STATEMENT: RESONATES WITH ME

91% Agree/Strongly Agree

12

**THE PROPOSED
GOAL: REFLECTS
THE PURPOSE OF
THE DUAL CREDIT
PROGRAMS**



Goal 1: 89% Agree/Strongly Agree

Goal 2: 89% Agree/Strongly Agree

Goal 3: 88% Agree/Strongly Agree

Goal 4: 83% Agree/Strongly Agree

Goal 5: 83% Agree/Strongly Agree

13

NEXT STEPS



14

Share 2026-2030
Mission, Vision & Goals
with ISD Partners

September 10	Dual Credit Programs Superintendents Leadership Meeting
September 17	Dual Credit Programs Leadership Symposium (Principals and Counselors)



15



THANK YOU!



16

Presentation on Programs (Credit & Non-Credit) and Initiatives Implemented and Under Development

Purpose	Administration presented on the credit and non-credit programs and initiatives that have been implemented or are under development by the Academic Affairs and Economic Development Division.
Justification	Administration seeks to update the Education and Workforce Development Committee of the current and developing programs and initiatives at STC.
Additional Information	
Enclosed Documents	1. Current and Under Development Program PPT
Funding	There are no financial implications associated with this request.
Staff Resource	Dr. Anahid Petrosian, Vice President of Academic Affairs and Economic Development and Provost
Recommendation	There is no action needed on this item. It is being presented for information purposes only.

Education and Workforce Development Committee

AAED Division Programs and Initiatives Implemented and Under Development

July 14 , 2026
Board Room Pecan Campus

Presented by:
Dr. Anahid Petrosian
Vice President and Provost
Academic Affairs and Economic Development Division



1



Overview

- STC Program Offerings 2025-2026
- New Program Development Process & Approval
- Programs Developed 2020 -2026
- Program Under Development 2026 – 2028
- List of Initiatives

2

Strategic Direction: Develop High Quality Programs

South Texas College Program Offerings for Academic Year 2025-2026



3

New Program Development Process

Timeline to Develop

- Academic/Workforce Programs 1 year to 2 years
- Non-Credit Programs 3 months to 1 year

Procedures to Develop Academic or Workforce Credit Programs

- Program Development Checklist
- Program Development Proposal
- Advisory Committee Formation (workforce only)
- Program Approval Process
 - All credentials require governing board approval in accordance with Texas Administrative Code.
- Submission to the THECB
- SACSCOC Approval/Notification, if applicable
- Submission to Department of Education



4

APPROVAL PROCESS For New Workforce Programs		Non-Credit ICLC/OSA Certificates	Credit ICLC/OSA Certificates Associate
INTERNAL	✓ Advisory Committee (external stakeholders and internal resources)	✓ Approval	✓ Approval
	✓ Division Curriculum Committee	✓ Notification	✓ Approval
	✓ College-Wide Curriculum Committee	✓ Notification	✓ Approval
	✓ Substantive Change Review	X N/A	✓ Yes
	✓ Academic Council	✓ Yes	✓ Yes
	✓ Institutional Leadership Council – ILC	X N/A	X N/A
	✓ Institutional Leadership Council – Certificate /Associate	✓ Yes	✓ Yes
	✓ Education and Workforce Development Committee	✓ Approval	✓ Approval
EXTERNAL	✓ STC Board of Trustees	✓ Approval	✓ Approval
	✓ Texas Higher Education Coordinating Board ✓ ICLC/OSA ✓ Certificate/Associate	✓ Notification ✓ Notification	✓ Notification ✓ Approval
	✓ The Commission on Colleges and Universities	X N/A	✓ Approval
	✓ Department of Education: ✓ - ICLC/OSA ✓ - Certificate ✓ - Associate	X N/A ✓ Approval X N/A	X N/A ✓ Approval ✓ Notification

5

List of Programs Implemented 2020 -2026 Under Development 2026-2028

Program Implemented				
Year	Credit	Non-Credit	Total	
2020-2021	6	1	7	
2021-2022	3	1	4	
2022-2023	4	18	22	CEWD Merged with Academic Affairs
2023-2024	0	8	8	
2024-2025	7	20	27	CATA Merged with Academic Affairs
2025-2026	2	9	11	

Under Development			
Year	Credit	Non-Credit	Total
2026-2028	9	28	37



6

Programs Implemented/Finalized Academic Year 2025-2026

Program	Dept	Program Title	Credit Hours	Clock Hours	Enrollment
Credit	IT	Information Systems	60		AY 26-27
	IT	Artificial Intelligence	32/60		AY 26-27
Professional Credit (Non-Credit)	CEWD	Certified Yoga Instructor		300	8
	CEWD	Certified Pilates Instructor		200	AY 26-27
	CEWD	Pipe Welding (Potential Pell Eligible)		256	AY 26-27
	CEWD	Structural Welding		128	AY 26-27
	CEWD	Bus Driving with School Bus and Passenger Endorsement		80	12
	CEWD	Commercial Truck Driving (PT) (Potential Pell Eligible)		160	14
	CEWD	AI Essentials		33	8

CEWD: Continuing Education & Workforce Development

7

Programs Implemented /Finalized Academic Year 2025-2026

Program	Dept.	Program Title	Contact Hours	Clock Hours	Enrollment
Professional Credit (Non-Credit)	CATA	Supply Chain Automation		416	14
	CATA	Construction Site Safety Technician (CSST)		85	22
	CATA	Automation Awareness for Production Operators		60	4
	CATA	Heavy Equipment Operator		24-64	26
	CATA	Avionics Technician		336	AY 26-27
	CATA	Plumbing Technician Potential Pell Eligible		242	AY 26-27
	CATA	HVAC Technician Assistant – Potential Pell Eligible		288	19

CATA: Center for Advanced Training and Apprenticeships

8

37 Programs Underdevelopment 2026-2028

❖ Credit Programs (9)

Top 5 Programs

- Dental Hygiene
- Legal Assistant
- Pharmacy Technician
- Health Sciences
- Automotive Refinishing

❖ CEWD Non-Credit (12)

Top 5 Programs

- Certified Nursing Assistant - ICLC
- Massage Therapy - ICLC
- Bus Driving with School Bus & Passenger Endorsement - ICLC
- Eyelash Extensions - ICLC
- Dialysis Tech -ICLC

❖ CATA Non-Credit (13)

Top 5 Programs

- Repair Shop Technicians
- Supply Chain Automation
- Plumbing Technician
- Construction Site Safety Technician
- Computer Network and Cybersecurity Technician

❖ Apprenticeships - Under development (2)

- Plumber – 4 Year Apprenticeship
- Electrician – 4 Year Apprenticeship

9

New Initiatives Community Engagement

School District – Community Offerings

- PSJA – Evening Non-Credit Offering – (AY 25-26) – 334 individuals
- Edinburg – Evening Non-credit Offerings (AY 25-26) – 113 individuals
- Edcouch Elsa – Programming for Community - In progress
- McAllen ISD – Evening community courses (began in 2017) (AY 25-26) – 278 individuals

Dealership Partnerships

- **T-TEN Technical Training & Education Network** – Similar to GM Program
 - Lexus – Toyota- Pharr, Harlingen, Brownsville - If approved will be offered at MVC campus (Aug 12 visit)
- **Auto Refinishing (Body Collision)** – Under Development
 - Charlie Clark is offering their facility in Pharr
- **Training for Accounting and Sales staff**
 - Bert Ogden is interested in our Business and Bachelor programs to develop customized training and offer it through CEWD

10

New Initiatives Community Engagement

Cities / EDCs / Industry

- **Edinburg EDC** –STC to offer programs in their new Technology Building under development
- **City of Weslaco** - Heavy Equipment Operator (CATA)– 2 cohorts have completed the program
- **South Texas Builder Association** – Partnership with Donna ISD to offer South Texas Construction and Innovative Academy (CATA)
- **Hidalgo County, City of Weslaco, and MV Airport** – STC has developed the Avionics Program (CATA)
- **City of Alamo** - Project Management Certificate to serve city employees – in progress (CEWD)
- **McAllen Boys and Girls Club** - (Summer Program 2025) - 11 EKG & 15 Welding Students
- **Pharr Boys and Girls Club** – Grant awarded – CEWD and CATA for next year
- **McAllen Public Library** – GED and ESL classes (AY 25-26) – 90 Students
- **City of San Juan** - OSHA training - CATA

11

Thank you!

12

Approval to Offer the Proposed Legal Assistant Certificate in Spring 2027

Purpose	Administration seeks a committee recommendation for Board approval to offer the Legal Assistant Certificate credential in Spring 2027.
Justification	Administration has undertaken an extensive review of the proposed credential, including determination of occupational need, student demand and opportunities for further education. The Legal Assistant Certificate consists of a 38-semester credit hour certificate that is built into the existing Paralegal Associate of Applied Science degree. This pathway will prepare students for employment in occupations such as Legal Assistant, Legal Secretary, Legal Office Assistant, Legal Support Specialist, and Litigation Specialist. Labor market data projections reveal increasing demand and job opportunities in this field.
Additional Information	Program Development Proposal Enclosed.
Enclosed Documents	1. Legal Assistant PPT PDF 2. Legal Assistant Certificate_Proposal_06252026
Funding	Budget projections anticipate the program reaching positive net revenue by the first year of offering, as our students begin earning the one-year certificate and the associated performance-based funding mechanisms take effect.
Staff Resource	Mrs. Christina Cavazos, Associate Dean for Curriculum, Planning & Compliance Mr. Roland Miller, Program Coordinator for Paralegal
Recommendation	The Committee recommended Board approval to offer the Legal Assistant Certificate credential in Spring 2027.



LEGAL ASSISTANT CERTIFICATE

Presenters:

Christina Cavazos, Associate Dean – Curriculum, Planning and Compliance
Roland Miller, Program Coordinator, Paralegal

1



Outline



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



2

Program Objective



The Legal Assistant certificate will:

- Prepares students for **entry-level** positions to provide administrative support in a **law office**, government, corporate or private sector **legal setting**.
- Allow students to develop **knowledge** and competency in analytical thinking, legal research and writing and **legal clerical administration**.
- Prepare students for **occupational** roles to perform job tasks such as managing information and technology, communication, **legal document-production** and organizational functions in a **legal support** position.



3

Approval/Review Process



APPROVAL/REVIEW PROCESS

- | | |
|----------|---|
| INTERNAL | ✓ Advisory Committee |
| | ✓ Division Curriculum Committee |
| | ✓ College-Wide Curriculum Committee |
| | ✓ Substantive Change Committee Review |
| | ✓ Academic Council |
| | ✓ Letters of Intent (Workforce Solutions/Higher Education Regional Council) |
| | ✓ Institutional Leadership Council |
| | ❑ Education and Workforce Development Committee |
| | ❑ STC Board of Trustees (Certification Form) |

- | | |
|----------|---|
| EXTERNAL | ❑ Texas Higher Education Coordinating Board |
| | ❑ Department of Education |

4

Program Development Checklist



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

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

Program Demand

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

Projected Outcomes

- Declared Majors
- Number of Graduates

5

Occupational Need



Occupational Growth	Occupational growth in this field* for the South Texas region** is projected to be 9.8% between 2025 to 2035. Occupational growth for the state of Texas is projected to be 11.8% .
Number of New Jobs	In Texas , approximately 3,472 new jobs in this field * are expected between 2025 to 2035. In the region , approximately 96 jobs are expected.
Pay Level	In the South Texas region, the projected median pay level for professionals in this field* is \$20.03 an hour. The U.S Bureau of Labor Statistics reports a median hourly wage of \$31.95 for Paralegals and Legal Assistants.

6

Student Demand



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

Student survey administered to 14,000 students:

- **35%** preferred this program to their current major
- **81%** felt it sounded like a good-paying job
- **74%** felt it sounded like a job that would make their family proud
- **60%** felt it sounded like the kind of job that employers are hiring for in the Rio Grande Valley

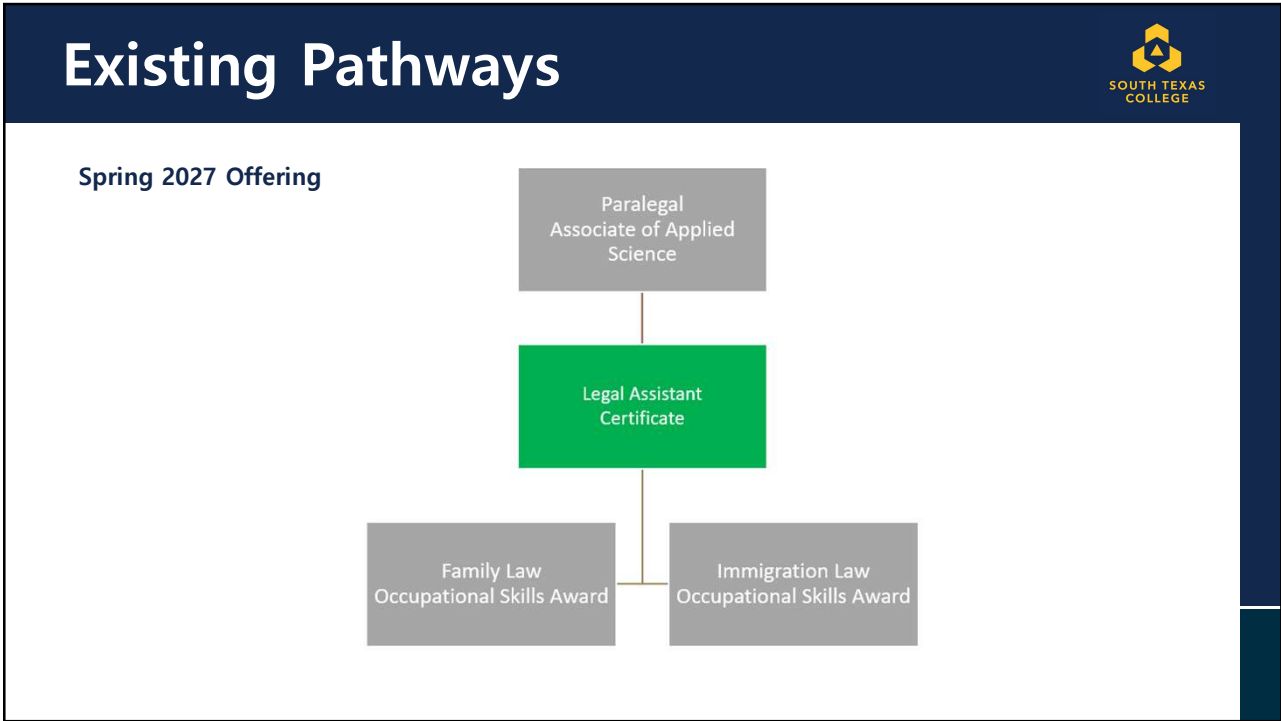
7

Existing Programs in Texas



- **Texas Southmost College:** approximately 60 miles from McAllen
 - Legal Assisting Certificate
- **Houston City College:** approximately 348 miles from McAllen
 - Paralegal Technology – Legal Assistant Certificate
- **Collin County Community College District :** approximately 538 miles from McAllen
 - Paralegal General Certificate
- **Lone Star College – North Harris:** approximately 370 miles from McAllen
 - Advanced Technical Certificate in Paralegal Studies.

8



9

Role Differentiation



	Differences		Similarities
	Legal Assistant	Paralegal	Paralegal and Legal Assistant
Nature of Work	Focuses on administrative and clerical support (ex. file management, client communication, document formatting)	Performs legal work that supports attorneys (ex. legal research, drafting legal documents, case analysis, trial preparation)	Support attorneys and legal teams Require confidentiality and ethical standards Work in similar environments Both require strong communication and organizational skills
Required Education	Certificate/On-the-job training	Associate's Degree	
Skills	Office technology	Legal writing, Research, Critical Thinking	
Role of the Legal Work	Supports the workflow of the legal office	Directly contributes to legal cases and legal strategy (under supervision)	
Career Path and Advancement	Entry-level role	Opportunities for specialization (e.g., litigation, family law, immigration law)	

10

Related Programs at STC



Declared Majors

Years	Fall 2021	Fall 2022	Fall 2023	Fall 2024	Fall 2025
Paralegal AAS	97	92	63	61	87

Graduates

Years	2021	2022	2023	2024	2025
Paralegal AAS	84	16	21	17	12

11

Projected Enrollment



Projected Declared New Majors Certificate – Legal Assistant

Years	AY2027	AY2028	AY2029	AY2030	AY2031
	20	23	27	32	34

Projected Number of Graduates

Years	AY2027	AY2028	AY2029	AY2030	AY2031
Certificate	5	11	13	15	18

12

Performance-Based Funding (HB8)



The projected funding for the **Legal Assistant Certificate** based on projected number of graduates:

State Appropriations	Year 1	Year 2	Year 3	Year 4	Year 5	Total
No. of Unduplicated Certificate Graduates per year	5	11	13	15	18	
Level 1 Certificate @ \$1,750 per student	\$8,750	\$19,250	\$22,750	\$26,250	\$31,500	
Total Funding Reimbursement	\$8,750	\$19,250	\$22,750	\$26,250	\$31,500	\$85,750

13



Advisory Committee Membership

Ana Magallanes, Paralegal
Law Office of Carlos Ortegon

Laura Hinojosa, District Clerk
Hidalgo County

Lola Borjas, Paralegal
Law Office of Richard Gonzalez

Mary Alice Palacios,
Retired Justice of the Peace
Hidalgo County

Melissa Espinoza, Paralegal
Pawlker Law Firm

Raquel Moran Nevarez, Legal Assistant
Law Office of Regina Richardson

Sylvia Mata, Appeals Clerk/Court
Assistant
Cameron County

Sylvia Rocha Martinez, Paralegal
Law Office of Rene Flores

Thirumagal Alagadan-Rodriguez,
Paralegal
Alvarez & Canales, PLLC

14

Proposed Curriculum Certificate



FICE CODE: 031034

CIP CODE: 22.0302

Major: TBD

Award Title: Legal Assistant Certificate

Semester One			Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
LGLA	1307	Introduction to Law and the Legal Professions	2	3	0	80	3
LGLA	1317	Law Office Technology	2	3	0	80	3
LGLA	1219	Paralegal Ethics	2	1	0	48	2
POFL	1303	Legal Office Procedures I	2	3	0	80	3
LGLA	1355	Family Law or LGLA 1353	2	3	0	80	3
Total Semester Hours:			10	13	0	368	14
Semester Two			Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
LGLA	1301	Legal Research and Writing	2	4	0	96	3
POFT	1319	Records and Information Management I	2	3	0	80	3
LGLA	2333	Advanced Legal Documentation	2	3	0	80	3
LGLA	1359	Immigration Law or LGLA 2303	2	3	0	80	3
LGLA	2313	Criminal Law and Procedure or LGLA 2309	2	3	0	80	3
Total Semester Hours:			10	16	0	416	15
Semester Three			Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
LGLA	2307	Law Office Management	3	1	0	64	3
ITSC	1409	Integrated Software Applications	3	3	0	96	4
LGLA	2288	Internship: Legal Assistant/Paralegal	0	0	8	128	2
Total Semester Hours:			6	4	8	288	9
Stackable Coursework			Total Contact Hours:				1072
			Total Credit Hours:				38



SOUTH TEXAS COLLEGE

Credential Development Proposal

Legal Assistant

Certificate

Business, Public Safety & Technology Division



June 25, 2026

Legal Assistant Certificate

Table of Contents	2
Approval Checklist	3
Program Development Checklist.....	4
Program Summary	7
Enrollment Management Plan.....	12
Curriculum & Course Descriptions	14
Instructional Costs & Projected Revenue.....	21
Supporting Documentation	24

Legal Assistant Certificate

APPROVAL PROCESS		DATE
✓	THECB Planning Notification (if applicable)	N/A
✓	Advisory Committee	10/9/2025
✓	Division Curriculum Committee	11/16/2025
✓	College-Wide Curriculum Committee	11/18/2025
✓	Substantive Change Review	3/30/2026
✓	Academic Council	3/30/2026
✓	Higher Education Regional Council/Workforce Solutions (Letter of Intent)	4/10/2026
✓	Institutional Leadership Council (ILC)	6/4/2026
☐	Education and Workforce Development Committee (EWDC)	
☐	STC Board of Trustees (Certification Form)	
☐	Texas Higher Education Coordinating Board (THECB)	
☐	The Commission on Colleges and Universities – Notification only.	
☐	Department of Education	

Career & Technical Education/Workforce Programs

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

Proposed Award:

Program Title: Legal Assistant Certificate

Program Location: Pecan Campus

Targeted Term for Implementation: Spring 2027

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

Paralegal AAS

For Curriculum Office Use Only

Program Developer Info:

Name: Roland Miller

Title: Program Coordinator – Paralegal

Division: BPST

Phone: 956-872-6132

Proposed CIP Code: 22.0302

1. Documentation of Program Checklist:

Category	Standard	Met the Standard	Did not meet the Standard	Comments
1. Occupational Need	A) *Lightcast data projects a significant occupational growth rate in South Texas, the state, and/or nationally.	✓		Paralegal and Legal Assistants South Texas: 9.8% (+96 jobs) Texas: 11.8% (+3,472 jobs) Nation: 3.2% (+11,725 jobs)
	A-1) *Wage data			Paralegal and Legal Assistants South Texas: \$20.03/hour Texas: \$28.70/hour National: \$29.33/hour Living wage calculation for Hidalgo Co.: 1 Adult/0 Children - \$18.58 per hour Living wage calculation for Starr Co.: 1 Adult/0 Children - \$18.00 per hour Source: Living Wage Calculator - Counties and Metropolitan Statistical Areas in Texas
	A-2)*Job Posting Intensity			Paralegal and Legal Assistants South Texas: 3:1 (98 unique postings out of a total of 249 postings) Texas: 2:1 (3,386 unique postings out of a total of 5,847 postings)

Category	Standard	Met the Standard	Did not meet the Standard	Comments
	<i>*Growth rates and wage data are estimated projections for a 10-year period from 2025-2035. Job Posting Intensity is derived from the time period of May 2025 – October 2025. Data sources include the U.S. Department of Commerce, U.S. Department of Labor, U.S. Census Bureau, U.S. Department of Education. For a complete list, refer to the EMSI Data Source Appendix.</i>			
	B) Occupational Outlook Handbook indicates graduates will have an average or above average job outlook for the next 5 to 10 years (national data) .		✓	0% (Little or no Change) for Paralegal and Legal Assistants
	C) Program is on Targeted/In-Demand Occupations lists produced by the Texas Workforce Commission OR Program is an emerging and/or evolving occupation for the region or state in the Texas Workforce Commission's Labor Market and Career Information .	✓		This occupational group is listed on the 2025 Target Occupations List
	D) High employer demand exists and is documented through letters of support.	✓		
	E) Educational and/or employer publications or news articles document a growth in the industry or demand for employees.		N/A	
2. Student Demand	Student demand exists and is documented through the use of student surveys .	✓		
	High enrollment exists in related programs (Stackable certificates or degrees).	✓		
	High number of graduates are produced in related programs (Stackable certificates or degrees).	✓		Refer to Program Development Packet
3. Existing Programs	Similar programs from institutions of higher education, as defined by Texas Education Code §61.003, do not exist within STC's service area – Hidalgo and Starr Counties (Please include documentation of the nearest similar programs).	✓		Texas Southmost College (which is approximately 60 miles from McAllen) offers a certificate Legal Assisting. Houston City College (which is approximately 348 miles from McAllen) offers a certificate in Paralegal Technology – Legal Assistant. Collin County Community College District – (which are approximately 538 miles from McAllen) offers a certificate in Paralegal General. Lone Star College-North Harris (which is approximately 370 miles from McAllen) offers an advanced technical certificate in Paralegal Studies.
4. Program Linkage & Opportunities	Courses are currently offered or can be offered within local high schools via the Dual Enrollment	✓		There are plans to offer Legal Assistant certificate as dual credit after the first year it's offered to traditional students.

Category	Standard	Met the Standard	Did not meet the Standard	Comments
for Further Education	Program. (Please provide a list of schools and/or districts)			
	Program-specific articulation agreements with other institutions of higher education (IHEs) currently exist or will be pursued in the future (Please include list of IHEs)	✓		This is a non-transferable degree; however, internal pathways exist from certificate level to bachelor's program.

2. Projected Outcomes:

Category	Standard	Met the Standard	Did not meet the Standard	Comments
1. Program Enrollment	Program projects a steady increase in enrollment in the program over the course of five years.	✓		Refer to Enrollment Management Plan.
2. Number of Graduates	Program Review Standard: The Program will achieve a minimum of 5 graduates per year or 25 graduates during the most recent 5-year period.	✓		Refer to Enrollment Management Plan.

Program Summary

Institution: South Texas College, McAllen Texas

Proposed Credential: Legal Assistant Certificate

Description: The Legal Assistant Certificate prepares students for entry-level positions to provide administrative support in a law office, government, corporate or private sector legal setting. Students develop knowledge and competency in analytical thinking, legal research and writing and legal clerical administration. The program is designed to prepare students for occupational roles to perform job tasks such as managing information and technology, communication, legal document-production and organizational functions in a legal support position.

Curriculum: The certificate consists of 38 semester credit hours (SCH). The coursework is derived from the Workforce Education Course Manual (WECM) published by the Texas Higher Education Coordinating Board.

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

PROGRAM DEMAND

Occupational Need:

According to Lightcast™, Inc. which utilizes data from the Texas Workforce Commission, Paralegals and Legal Assistants (23-2011) are expected to experience a 9.8% growth from 2025 to 2035 in the Lower Rio Grande Regional Area (Cameron, Hidalgo, Starr, and Willacy counties) with 96 additional job openings expected during this time period; a 11.8% growth between 2025 and 2035 in State of Texas with 3,472 additional job openings expected during this time period; and a 3.2% growth between 2025 and 2035 nationally with a total of 11,725 job openings expected during this time period.

According to Lightcast™, Inc., the median hourly earnings wage for Paralegals and Legal Assistants (23-2011) is \$20.03/hr. for Cameron, Hidalgo, Starr, and Willacy Counties; \$28.70/hr. for the State of Texas; and \$29.33/hr. as a national average.

The job posting intensity for this occupation for the region was 3:1, meaning for every 3 job postings, there was 1 unique job to fill for a total of 98 unique job postings. The job posting intensity for the state was 2:1, with a total of 3,386 unique job postings.

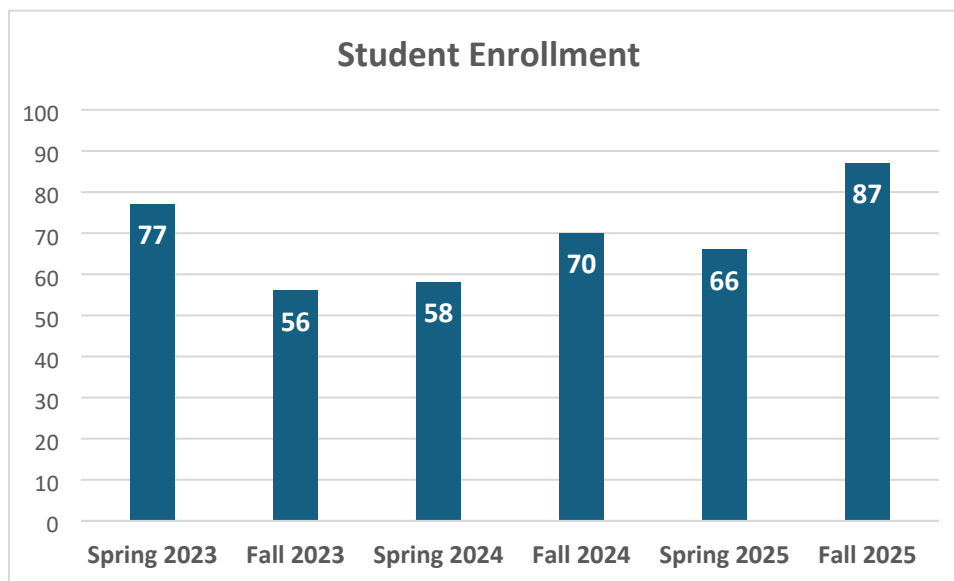
According to the U.S. Bureau of Labor Statistics' Occupational Outlook Handbook, in 2023 the median annual earnings for Paralegals and Legal Assistants (23-2011) was \$66,460 nationally.

Student Demand:

A survey sample of approximately 14,000 students yielded 402 responses (3%). The margin of error associated with this survey is plus/minus 5%. The survey revealed the following results:

- Thirty-five percent (35%) of students preferred this proposed award to their current major;
- Eighty-one percent (81%) felt it sounded like a good-paying job;
- Seventy-four percent (74%) felt it sounded like a job that would make their family proud; and
- Sixty percent (60%) felt it sounded like the kind of job that employers are hiring for in the Rio Grande Valley.

Some of the proposed coursework for this program are courses currently offered at South Texas College including LGLA 1307 – Introduction to Law and Legal Professions and LGLA 2333 – Advanced Legal Documentation. ¹Student enrollment for these shared courses totaled **414** students for the past three years.



²Declared majors and graduates in related programs for the past five years are listed below.

Declared Majors					
	Fall 2021	Fall 2022	Fall 2023	Fall 2024	Fall 2025
Paralegal Associate of Applied Science	97	92	63	61	87

Graduates					
	2021	2022	2023	2024	2025
Paralegal Associate of Applied Science	4	16	21	17	12

¹ Source: Course Schedules from Spring 2023 – Fall 2025 (as of 12/4/25)

² Source: IEA Data Portal

Existing Programs:

- Texas Southmost College (which is approximately 60 miles from McAllen) offers a certificate in Legal Assisting.
- Houston City College (which is approximately 348 miles from McAllen) offers a certificate in Paralegal Technology – Legal Assistant.
- Collin County Community College District – (which are approximately 538 miles from McAllen) offers a certificate in Paralegal General.
- Lone Star College-North Harris (which is approximately 370 miles from McAllen) offers an advanced technical certificate in Paralegal Studies.

Enrollment Data Comparison					
	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Texas Southmost College	23	29	25	20	30
Houston City College	169	174	158	153	224
Collin County Community College	251	270	248	199	215
Lone Star College – North Harris	283	328	275	301	282

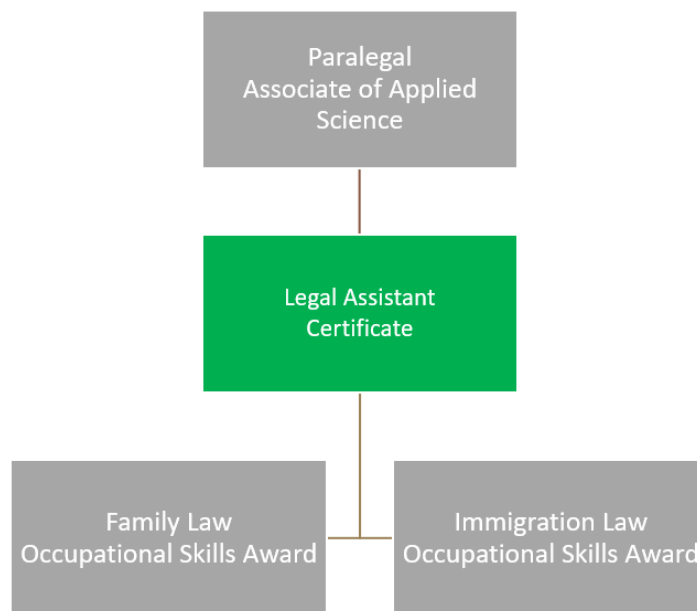
Graduates Data Comparison (Certificate)					
	2020	2021	2022	2023	2024
Texas Southmost College	-	-	-	-	-
Houston City College	58	85	76	65	76
Collin County Community College	15	24	27	35	32
Lone Star College – North Harris	68	61	40	48	29

Program Linkage and Opportunities for Further Education:

The proposed Legal Assistant certificate is positioned to stack into the current Associate of Applied Science in Paralegal, with up to 15 credits applicable to this degree. Currently the Bachelor of Applied Science in Organizational Leadership and the Bachelor of Applied Technology in Operations Management accepts these stackable credits from the technical coursework for the proposed credential giving our students the opportunity to stack their degrees as they achieve completion.

The program currently offers two occupational skills Awards in Family Law and Immigration Law. The proposed certificate would have 9 out of the 12 credits applicable to each of these occupational skills awards.

Lastly, there are plans to offer the Legal Assistant certificate as dual credit to our partnering school districts after its first year of offering to traditional students.



Expected Enrollment & Declared Majors

The Legal Assistant Certificate is a new degree plan that will prepare for occupations related to the legal industry. When considering enrollment projections, several key observations can be made. The program currently averages 65-70 students per academic year for the declared major, Associates of Applied Science – Paralegal (AAS-Paralegal). A persistence rate of 75% suggests that the program is stable with the undergraduate degree plan. Using these figures, the initial projected enrollment for the new certificate plan can be estimated using a historical approach by utilizing existing Fall 2020 to Fall 2024 data to calculate our enrollment projections for this new certificate. An average 75% rate provides a predictable enrollment floor that is combined with a 10% annual growth rate.

Years	AY 2027	AY 2028	AY 2029	AY 2030	AY 2031
Declared Majors	20	23	27	32	34

PROGRAM SUPPORT

Faculty

This new award consists of 13 courses. Eight required courses already exist in the STC inventory, and five new courses have been added. The existing courses will be taught by current credential faculty. It is anticipated that all the coursework will be taught by some existing faculty, although new adjuncts with a predominantly paralegal background may be needed in order to cover the technical aspects of law office technology and management.

Supplies/Materials/Software

Funding will be allocated to purchase promotional materials. In addition, funding will be used to purchase legal document software licenses and e-file software that will be used to support students through courses in law office technology.

New Costs

Total costs for this award are projected to be \$438,457.53. The funding to defray the costs of this program will come from state appropriations: \$89,750.00 and tuition & fees: \$564,768.96. The total projected 5-year revenue is \$650,518.96. Refer to the budget for specific details.

TEXAS HIGHER EDUCATION COORDINATING BOARD COMPLIANCE

The proposed Legal Assistant Certificate credential complies with the criteria set forth by the Texas Higher Education Coordinating Board in accordance with Texas Administrative Code, Part I, Chapter 2, Subchapter A, rule §2.5 and Subchapter L.

INSTITUTIONAL EFFECTIVENESS**Program Review and Improvement Plans**

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

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

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

Accreditation

The Legal Assistant Certificate is designed to be consistent with the standards of The Commission on Colleges and Universities.

Enrollment Management Plan

POTENTIAL SOURCE OF STUDENTS

The program identifies three primary recruitment pipelines: academic (targeting high school seniors, student clubs, and undeclared freshmen), professional (engaging practitioners in law firms and public/non-profit sectors), and workforce-aligned (leveraging non-credit transitions and external partnerships with veterans' services and Workforce Solutions). These diverse pathways ensure a stable enrollment flow and alignment with regional labor market needs.

MARKETING

The marketing plan integrates external, digital, and internal strategies. External outreach includes engaging high schools via career events and direct counselor contact, as well as networking with the local American Bar Association (ABA). Digital efforts center on developing comprehensive web materials (webpage, videos, career spotlights) and targeted social media ads. Internally, we leverage academic advisors, pathways specialists, and faculty referrals (government, political science, criminal justice) to ensure maximum funnel conversion.

RETENTION

The program will employ a proactive retention model beginning with an introductory orientation in courses and success guide. We utilize Starfish early alert technology for data-driven interventions and tutoring referrals. Student progress is sustained through mandatory faculty-led advising, mid-term check-ins, and dedicated Guided Pathway Specialist support. Finally, the program closes the loop by partnering with Institutional Effectiveness research to analyze term-over-term persistence and implement formal improvement plans.

STUDENT SUPPORT

The program provides an integrated support structure through various levels of advisement with Guided Pathway Specialists, general advisors, and faculty mentors who facilitate course planning and internship guidance. Academic success is bolstered by legal-specific resources, including Nexis Uni and Gale Legal Forms, and targeted tutoring through the Centers for Learning Excellence. To ensure career readiness, the curriculum will incorporate industry guest speakers and technical software training. Furthermore, the program will maintain an internship directory and collaborate with campus support offices to ensure equitable access and successful degree completion.

ENROLLMENT PROJECTIONS

The Legal Assistant Certificate is a new degree plan that will prepare for occupations related to the legal industry. When considering enrollment projections, several key observations can be made. The program currently averages 65-70 students per academic year for the declared major, Associates of Applied Science – Paralegal (AAS-Paralegal). A persistence rate of 75% suggests that the program is stable with the undergraduate degree plan. Using these figures, the initial projected enrollment for the new certificate plan can be estimated using a historical approach by utilizing existing Fall 2020 to Fall 2024 data to calculate our enrollment projections for this new

certificate. An average 75% rate provides a predictable enrollment floor that is combined with a 10% annual growth rate.

Years	AY 2027	AY 2028	AY 2029	AY 2030	AY 2031
Declared Majors	20	23	27	32	34

PROJECTED NUMBER OF GRADUATES

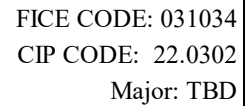
The following projections estimate graduation outcomes by applying historical AAS-Paralegal persistence and growth trends to the new certificate program. Based on a 75% average persistence rate and an anticipated average intake of 14 certificate-seeking students per academic year, the program is positioned for steady growth. Accounting for historical enrollment variables noted in the table above, the model forecasts approximately a 50% completion rate for declared majors. These projections will be reviewed annually for continuous improvement.

Year	AY 2027	AY 2028	AY 2029	AY 2030	AY 2031
Total Graduates	5	11	13	15	18

PROGRAM SUCCESS METRICS

The program will utilize institutional data dashboards to monitor key performance indicators, including enrollment growth, demographic representation, and traditional high school pipeline effectiveness. Student success will be measured by tracking time-to-completion, graduation-to-persistence ratios, and certificate-to-AAS transfer rates. To ensure operational sustainability, the program will audit instructional costs and resource alignment while leveraging student evaluations and Advisory Committee feedback for continuous improvement. These integrated metrics ensure long-term program health and alignment with ABA and regional accreditation standards.

Curriculum & Course Descriptions



Major: TBD

Semester One			Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
LGLA	1307	Introduction to Law and the Legal Professions	2	3	0	80	3
LGLA	1317	Law Office Technology	2	3	0	80	3
LGLA	1219	Paralegal Ethics	2	1	0	48	2
POFL	1303	Legal Office Procedures I	2	3	0	80	3
LGLA	1355	Family Law or LGLA 1353	2	3	0	80	3
Total Semester Hours:			10	13	0	368	14
Semester Two			Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
LGLA	1301	Legal Research and Writing	2	4	0	96	3
POFT	1319	Records and Information Management I	2	3	0	80	3
LGLA	2333	Advanced Legal Documentation	2	3	0	80	3
LGLA	1359	Immigration Law or LGLA 2303	2	3	0	80	3
LGLA	2313	Criminal Law and Procedure or LGLA 2309	2	3	0	80	3
Total Semester Hours:			10	16	0	416	15
Semester Three			Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
LGLA	2307	Law Office Management	3	1	0	64	3
ITSC	1409	Integrated Software Applications	3	3	0	96	4
LGLA	2288	Internship: Legal Assistant/Paralegal	0	0	8	128	2
Total Semester Hours:			6	4	8	288	9
Stackable Coursework				Total Contact Hours:		1072	
				Total Credit Hours:		38	

Legal Assistant

Course Descriptions – Workforce Courses

LGLA 1307 – Introduction to Law and the Legal Professions

CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0

This course provides an overview of the law and the legal professions. Topics include legal concepts, systems, and terminology; substantive areas of law and the federal and state judicial systems; ethical obligations and regulations; professional trends and issues with particular emphasis on the paralegal's role.

Prerequisite: None.

Course Learning Outcomes

- Use legal terminology.
- Explain fundamental legal concepts categorizing substantive areas of law and the federal and state judicial systems.
- Identify the ethical obligations of the legal professional in various practice areas with particular emphasis on the paralegal's role in the legal profession.

LGLA 1317 – Law Office Technology

CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0

This course provides an overview of computer technology and software applications within the law office emphasizing the paralegal's role in the use of law office technology.

Prerequisite: None.

Course Learning Outcomes

- Use legal software to manage electronic files including billing, calendaring, and case management.
- Analyze the ethical considerations of the paralegal relating to law office technology.

LGLA 1219 – Paralegal Ethics

CRT HRS:2 LEC HRS:2 LAB HRS:1 OTH HRS:0

This course presents ethical and legal responsibilities as well as rules of professional responsibility a paralegal owes to the public, the court, clients, and colleagues. Includes a review of the canons and codes.

Prerequisite: None.

Course Learning Outcomes

- Define and use terminology related to legal ethics.
- Describe the ethical responsibilities of lawyers and law office personnel.
- Apply the canons of legal ethics governing paralegals.
- Identify breaches of ethical obligations that may result in malpractice or disciplinary actions.

POFL 1303 – Legal Office Procedures I

CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0

This course is a study of the fundamental administrative duties of the legal administrative assistant, including issues involved in understanding and using social, organizational, and technological systems.

Prerequisite: None.

Course Learning Outcomes

- Describe the types of activities legal support personnel perform.
- Identify the basic components of office technology.
- Describe organizational and time management principles.
- Identify elements of professionalism for the legal administrative assistant.

LGLA 1355 – Family Law

CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0

This course presents fundamental concepts of family law with emphasis on the paralegal's role. Topics include formal and informal marriages, divorce, annulment, marital property, and the parent-child relationship.

Prerequisite: LGLA 1307.

Course Learning Outcomes

- Use terminology relating to family law.
- Analyze sources relating to family law.
- Draft documents used in family law.
- Analyze the ethical considerations of the paralegal in family law.

LGLA 1353 – Wills, Trusts and Probate Administration

CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0

This course presents fundamental concepts of the law of wills, trusts, and probate administration with emphasis on the paralegal's role.

Prerequisite: LGLA 1307.

Course Learning Outcomes

- Use terminology relating to wills, trusts, and probate administration.
- Analyze sources relating to wills, trusts, and probate administration.
- Draft documents commonly used in wills, trusts, and probate administration.
- Analyze the ethical considerations of the paralegal's role in wills, trusts, and probate administration.

LGLA 1301 – Legal Research and Writing

CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0

This course provides an overview to presents the fundamentals of legal research and writing emphasizing the paralegal's role including resources and processes used in legal research and writing.

Prerequisite: LGLA 1307.

Course Learning Outcomes

- Locate primary and secondary legal authority.
- Implement research strategies using available research tools.
- Draft legal documents.
- Analyze the ethical considerations of the paralegal relating to legal research and writing.

POFT 1319 – Records and Information Management I

CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0

This course is an introduction to basic records and information management. It includes the life cycle of a record, manual and electronic records management, and basic filing procedures and rules.

Prerequisite: None.

Course Learning Outcomes

- Identify the stages in the life cycle of a record.
- File and retrieve records using filing systems.
- Differentiate between manual and electronic filing.

LGLA 2333 – Advanced Legal Document Preparation

CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0

This course covers the use of office technology skills in preparation of legal documents by paralegals based on hypothetical situations drawn from various areas of law.

Prerequisite: None.

Course Learning Outcomes

- Use terminology related to legal document preparation.
- Draft transaction and litigation documents based on hypothetical situations.
- Distinguish among the various transaction and litigation documents.
- Analyze the ethical considerations of the paralegal relating to legal document preparation.

LGLA 1359 – Immigration Law

CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0

This course presents fundamental concepts of immigration law including substantive and procedural law related to visa application, deportation, naturalization, and citizenship emphasizing the paralegal's role in immigration law.

Prerequisite: None.

Course Learning Outcomes

- Use terminology relating to immigration law.
- Analyze sources relating to immigration law.
- Draft documents used in immigration law.
- Analyze the ethical considerations of the paralegal in immigration law.

LGLA 2303– Torts and Personal Injury Law

CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0

This course presents fundamental concepts of tort and personal injury law with emphasis on the paralegal's role. Topics include intentional torts, negligence, and strict liability.

Prerequisite: LGLA 1307.

Course Learning Outcomes

- Use terminology relating to tort and personal injury law.
- Analyze sources relating to tort and personal injury law.

- Draft documents used in tort and personal injury law.
- Analyze the ethical considerations of the paralegal's role in tort and personal injury law.

LGLA 2313 - Criminal Law and Procedure

CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0

This course covers fundamental concepts of criminal law and procedures from arrest to final disposition including principles of federal and state law, and the preparation of pleadings and motions as applied to the role of the paralegal in the criminal justice system.

Prerequisite: LGLA 1307.

Course Learning Outcomes

- Use terminology relating to criminal law and procedure.
- Analyze cases relating to criminal law and procedure.
- Draft documents used in criminal law and procedure.
- Analyze the ethical considerations of the paralegal relating to criminal law and procedure.

LGLA 2309 – Real Property

CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0

This course presents fundamental concepts of real property law with emphasis on the paralegal's role. Topics include the nature of real property, rights and duties of ownership, land use, voluntary and involuntary conveyances, and the recording of and searching for real estate documents.

Prerequisite: LGLA 1307.

Course Learning Outcomes

- Use terminology relating to real property law.
- Analyze sources relating to real property law.
- Draft documents used in real property transactions.
- Analyze the ethical considerations of the paralegal regarding real property law.

LGLA 2307 – Law Office Management

CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0

This course provides an overview use of the fundamentals of principles and structure of management, administration, and substantive systems in the law office including law practice technology as applied to paralegals.

Prerequisite: LGLA 1317.

Course Learning Outcomes

- Analyze the fundamental principles of management, administration and substantive systems of the law office.
- Implement use of technology in the management and administration of the law office.
- Analyze the ethical considerations of the paralegal in the law office.

ITSC 1409 – Integrated Software Applications I

CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0

This course is an introduction to business productivity software suites using word processing, spreadsheets, databases, and/or presentation software.

Prerequisite: None.

Course Learning Outcomes

- Use word processing, spreadsheet, database, and/or presentation software.
- Integrate applications to produce documents.

LGLA 2288 – Internship: Legal Assistant/Paralegal

CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:8

This course provides an overview use

Prerequisite: LGLA 2307 and LGLA 2333.

Course Learning Outcomes

- As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry.
- Will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

Program Learning Outcomes

- PLO 1: Communication: Graduates will prepare ethical and accurate legal documents using appropriate terminology and technology.
- PLO 2: Research: Graduates will distinguish among the various transaction and litigation documents.
- PLO 3: Technology: Graduates will analyze the ethical considerations of the paralegal relating to law office technology.

Instructional Costs & Projected Revenue

Projected Budget Impact - Legal Assistant Certificate

Faculty Salary & Benefits	Year 1	Year 2	Year 3	Year 4	Year 5	Totals
No. LHEs						
LHE Rate	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	
Avg. # of LHE's per Course	3.67	3.67	3.67	3.67	3.67	
Subtotal	\$ 3,486.50	\$ 3,486.50	\$ 3,486.50	\$ 3,486.50	\$ 3,486.50	
# of LHEs Taught by Adj/Sum/OV	14	20	20	20	20	
# of LHEs Taught by Re-classified F/T	0	0	0	0	0	
# of LHEs Taught by New F/T	0	0	0	0	0	
Salary Breakdown						
Adjunct/Overload Compensation	\$ 48,811.00	\$ 69,730.00	\$ 69,730.00	\$ 69,730.00	\$ 69,730.00	
Benefits Rate for Adjunct/Overload (20.25%)	1.2025	1.2025	1.2025	1.2025	1.2025	
Compensation + Benefits for Adjunct/OV	\$ 58,695.23	\$ 83,850.33	\$ 83,850.33	\$ 83,850.33	\$ 83,850.33	\$ 394,096.53
New F/T Faculty @ \$48,000 avg salary	\$0	\$0	\$0	\$0	\$0	
Benefit Rate for F/T (26%)	1.26	1.26	1.26	1.26	1.26	
Salary + Benefits for New F/T	\$0	\$0	\$0	\$0	\$0	\$0.00
Administrative Costs	\$0	\$0	\$0	\$0	\$0	
Benefits Rate for Stipends (20.25%)	1.2025	1.2025	1.2025	1.2025	1.18	
Compensation + Benefits for Stipends	\$0	\$0	\$0	\$0	\$0	\$0.00
Cost for Faculty Salary/Benefits	\$ 58,695.23	\$ 83,850.33	\$ 83,850.33	\$ 83,850.33	\$ 83,850.33	\$ 394,096.53

Projected Revenue	Year 1	Year 2	Year 3	Year 4	Year 5	Totals
State Appropriations						
Total # of Unduplicated Graduates per Year	5	11	13	15	18	
Certificate@1750	\$ 8,750.00	\$ 19,250.00	\$ 22,750.00	\$ 26,250.00	\$ 31,500.00	
State Appropriations Generated	\$ 8,750.00	\$ 19,250.00	\$ 22,750.00	\$ 26,250.00	\$ 31,500.00	
State Appropriations Received	\$ 8,750.00	\$ 8,750.00	\$ 19,250.00	\$ 22,750.00	\$ 26,250.00	\$ 85,750.00
Tuition						
Enrollment # Projected (Duplicated)	110	158	186	218	244	
Tuition Rate per SCH	\$ 164.00	\$ 164.00	\$ 164.00	\$ 164.00	\$ 164.00	
Subtotal	\$ 18,040.00	\$ 25,912.00	\$ 30,504.00	\$ 35,752.00	\$ 40,016.00	
# of SCH per Course	3.67	3.67	3.67	3.67	3.67	
Total Tuition	\$ 66,206.80	\$ 95,097.04	\$ 111,949.68	\$ 131,209.84	\$ 146,858.72	\$ 551,322.08
Mandatory Fees						
Student Activity Fee (\$4/SCH)	\$ 1,614.80	\$ 2,319.44	\$ 2,730.48	\$ 3,200.24	\$ 3,581.92	
Total Fees:	\$ 1,614.80	\$ 2,319.44	\$ 2,730.48	\$ 3,200.24	\$ 3,581.92	\$ 13,446.88
Total Tuition & Fees:	\$ 67,821.60	\$ 97,416.48	\$ 114,680.16	\$ 134,410.08	\$ 150,440.64	\$ 564,768.96

Notes: LHE rate of \$950 was used due to the expectation of faculty having a jurisdoctorate. The average number of LHEs per course was derived from the curriculum's technical coursework. Average number of credit hours per course is 3.67 SCH. Number of sections is based on projected enrollment due to program demand.

Operating Costs						
	Year 1	Year 2	Year 3	Year 4	Year 5	Totals
Faculty Salaries and Benefits	\$58,695.23	\$83,850.33	\$83,850.33	\$83,850.33	\$83,850.33	\$394,096.53
Supplies and Materials (Operating)	\$2,637.00	\$2,488.00	\$2,271.00	\$2,109.00	\$1,956.00	\$11,461.00
Library Resources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment and Software (Capital)	\$1,000.00	\$1,378.00	\$1,789.00	\$2,233.00	\$15,000.00	\$21,400.00
Facilities (Furniture) (Operating)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Faculty Professional Development/(Travel)	\$2,100.00	\$2,200.00	\$2,300.00	\$2,400.00	\$2,500.00	\$11,500.00
Subtotal - Instructional & Operating Costs	\$64,432.23	\$89,916.33	\$90,210.33	\$90,592.33	\$103,306.33	\$438,457.53
Total Budget Per Year	\$64,432.23	\$89,916.33	\$90,210.33	\$90,592.33	\$103,306.33	\$438,457.53

Revenue						
	Year 1	Year 2	Year 3	Year 4	Year 5	Totals
State Appropriations	\$ 8,750.00	\$ 8,750.00	\$ 19,250.00	\$ 22,750.00	\$ 26,250.00	\$ 85,750.00
Tuition & Fees	\$ 67,821.60	\$ 97,416.48	\$114,680.16	\$134,410.08	\$150,440.64	\$ 564,768.96
Total Revenue	\$76,571.60	\$106,166.48	\$133,930.16	\$157,160.08	\$176,690.64	\$650,518.96

Supporting Documentation

Legal Assistant Advisory Committee Membership

Name	Title	Contact
Ana Magallanes	Paralegal, Law Office of Carlos Ortegon	504 E. 9 th Mission, TX 78572 956-213-8080
Laura Hinojosa	District Clerk, Hidalgo County	100 North Closner Edinburg, TX 78539 956-318-2200
Lola Borjas	Paralegal, Law Office of Richard Gonzalez	621 S. 10th Ave. Edinburg, TX 956-270-2704
Mary Alice Palacios	Retired Justice of the Peace, Hidalgo County	Jp42map500@yahoo.com
Melissa Espinoza	Paralegal, Pawlker Law Firm	4428 S McColl Rd. Edinburg, TX 78539 956-320-0720
Raquel Moran Nevarez	Legal Assistant, Law Office of Regina Richardson	10113 N. 10th St. McAllen, TX 78504 956-289-7400
Sylvia Mata	Appeals Clerk/Court Assistant, Cameron County	974 E. Harrison Street Brownsville, TX 78520 956-550-1748
Sylvia Rocha Martinez	Paralegal, Law Office of Rene Flores	403 N Conway Ave. Mission, TX 78572 956-606-3606
Thirumagal (Mona) Algadan-Rodriguez	Paralegal, Alvarez & Canales, PLLC	112 S. 12th Street Edinburg, TX 76539 956-607-9653



DUBERNEY LAW FIRM

Elizabeth Duberney
Attorney At Law
510 E. University Dr.
Edinburg, Texas 78539
Office: (956) 457-4685
Fax: (956) 513-0686
duberneylawfirm@gmail.com



April 3, 2025

STC School Board
3201 W. Pecan
McAllen, Texas 78501

Re: Legal Assistant Certificate

To Whom It May Concern:

Faculty members have shared with me the plans to develop a Legal Assistant Certificate for the Paralegal Program at South Texas College. I would like to express my enthusiastic support for the potential benefits that this program can/will provide.

This certificate program would allow students to focus on specific skills surrounding the foundational knowledge in the field of law - torts, contracts, civil procedure and more areas of the law. Before becoming an attorney, I was a paralegal and understood the importance of demonstrating the ability and skills when working and collaborating with other attorneys. In my experience, I have encountered attorneys who are lost and lacking when working on their own cases, which can hinder progress with their clients; and as such need to rely on the paralegal to help pick up the slack. For this reason, I believe that the paralegal program will provide autonomy and the ability to work on high-level substantive work.

I am confident this new program will be a great addition to your campus in offering immense personal growth as well as a pathway to immediate job opportunities. It will be a great way for students to learn in a short period of time and be able to quickly ascertain themselves into the field of work.

If you should have any questions, please do not hesitate to contact me.

Respectfully,

Elizabeth Duberney
Elizabeth Duberney
Attorney At Law

***LAW OFFICE OF
CARLOS E. ORTEGON***

504 E. 9th St. Ste. A
Mission, Texas 78572

PHONE (956) 213-8080
FAX (956) 271-1005
carloseortegon@yahoo.com

March 5, 2025

To Whom It May Concern:

I would like to extend our support for the development of the Legal Assistant Certificate for the Paralegal Program at South Texas College. We understand and appreciate the importance of providing the necessary skills for Paralegals to enter the workforce and the added value of receiving a certificate from an institution of higher education such as South Texas College.

We strongly believe that a solid foundation of classes to create a certificate within the program will help individuals to start working in the real world by entering the workforce in a shorter period with the proper education and skills necessary. As an employer we have personally observed individuals that do not receive proper knowledge or skills for their development to enter the legal field to work in assisting attorneys vitally important in the real world with such a complex and evolving field. It becomes challenging and even overwhelming for them to continue.

Since we understand and appreciate the skills and knowledge required of this industry, we gladly assist you with this letter of support as it serves to provide your program and the college with the need in accomplishing this goal and to ultimately contribute with jobs in this region and throughout Texas as a certificate can prove crucial for gainful employment into the legal field.

Sincerely,

Carlos E. Otegon

Carlos E. Otegon
Attorney at Law

CEO/am



RENÉ' A. FLORES
ATTORNEY AT LAW

April 7, 2025

To Whom It May Concern:

We would like to extend our support for the development of the Legal Assistant Certificate for the Paralegal Program at South Texas College. We understand and appreciate the importance of providing the necessary skills for Paralegals to enter the workforce and the added value of receiving a certificate from an institution of higher education such as South Texas College.

We strongly believe that a solid foundation of classes to create a certificate within the program will help individuals to start working in the real world by entering the workforce in a shorter period with the proper education and skills necessary. As an employer we have personally observed individuals that do not receive proper knowledge or skills for their development to enter the legal field to work in assisting attorneys vitally important in the real world with such a complex and evolving field. It becomes challenging and even overwhelming for them to continue.

Since we understand and appreciate the skills and knowledge required of this industry, we gladly assist you with this letter of support as it serves to provide your program and the college with the need in accomplishing this goal and to ultimately contribute with jobs in this region and throughout Texas as a certificate can prove crucial for gainful employment into the legal field.

Respectfully submitted,

LAW OFFICE OF RENÉ A. FLORES

By René A. Flores

State Bar No. 24065236

rflores@reneaflores.com

aramoslawoffice@gmail.com

Abiel Liñán; abel@reneaflores.com

403 Conway Avenue

Mission, Texas 78572

956-316-1991 (956) 316-2131 (Fax)



LAURA HINOJOSA

HIDALGO COUNTY DISTRICT CLERK

March 18, 2025

To Whom It May It Concern:

I would like to extend my support for the development of the Legal Assistant Certificate for the Paralegal Program at South Texas College. I understand and appreciate the importance of providing the necessary skills for Paralegals to enter the workforce and the added value of receiving a certificate from an institution of higher education such as South Texas College.

I strongly believe a solid foundation, by way of an accredited certification program, will help individuals start working in the real world by entering the workforce in a shorter period of time. As an employer, I am fully aware of the knowledge, training and skills required to enter the legal workforce and be successful in this competitive and evolving field. Without the proper training and education, it can become challenging and even overwhelming for potential candidates to thrive in this profession.

I am extremely supportive of this endeavor and hope this letter of support will help your program and South Texas College in accomplishing this goal. I am confident a Legal Assistant Certificate for the Paralegal Program will ultimately contribute to increased job opportunities in this region and throughout South Texas.

Please do not hesitate to contact me should you have questions or concerns.

Sincerely,

A handwritten signature in blue ink that reads "Laura Hinojosa".

Laura Hinojosa
Hidalgo County District Clerk

Post Office Box 87 Edinburg, Texas 78540 Telephone 956-318-2200 Facsimile 956-318-2251 districtclerk@co.hidalgo.tx.us

Nilda Palacios CHIEF DEPUTY	Ricardo Contreras CHIEF OF ADMINISTRATION & PUBLIC INFORMATION	Adriana "Audry" Garcia ASSISTANT CHIEF DEPUTY	Sabrina S. Guerra SENIOR ACCOUNTANT	Stephanie Palacios BUDGET AND PROCUREMENT OFFICER	Priscilla Rivas DIVISION MANAGER
--------------------------------	--	--	--	--	-------------------------------------

Approval of the Proposed FY 2026-2027 Committee Meeting Schedule

Purpose	The Board will be asked to review and take action on a calendar of Committee and Board Meetings for FY 2026 - 2027 at the July 28, 2026 Regular Board Meeting.
Justification	Education and Workforce Development Committee Meetings are generally scheduled for the second Tuesday of each month, and are proposed for a starting time of 3:00 p.m. There may be some deviation based upon scheduling conflicts, and any adjustments will be communicated with as much early notification as practical.
Additional Information	Enclosed documents include: Appendix A – Proposed meeting schedule for the Education and Workforce Development Committee Meetings A full calendar view of the proposed Committee and Board meeting schedule
Enclosed Documents	1. APPENDIX A 2. FY 2026 2027 Proposed Board and Committee Meeting Schedule
Funding	
Staff Resource	Venisa Earhart, Board Relations Administrator
Recommendation	The Education and Workforce Development Committee is asked to recommended Board approval of the proposed Committee meeting schedule so that all Board members may enter the dates on their planning calendars.

APPENDIX A

The proposed meeting schedule for the Finance, Audit, and Human Resources Committee Meeting is as follows:

<u>Weekday</u>	<u>Committee Meeting Date</u>	<u>Meeting Time</u>
Tuesday	September 8, 2026	3:00 p.m.
Tuesday	October 13, 2026	3:00 p.m.
Tuesday	November 10, 2026	3:00 p.m.
Tuesday	December 8, 2026	3:00 p.m.
Tuesday	January 12, 2027	3:00 p.m.
Tuesday	February 9, 2027	3:00 p.m.
Tuesday	March 9, 2027	3:00 p.m.
Tuesday	April 13, 2027	3:00 p.m.
Tuesday	May 11, 2027	3:00 p.m.
Tuesday	June 8, 2027	3:00 p.m.
Tuesday	July 13, 2027	3:00 p.m.
Tuesday	August 10, 2027	3:00 p.m.
Tuesday	September 7, 2027	3:00 p.m.



Board Meeting Committee Meeting Calendar FY 2026 - 2027

September 2026						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July 2027						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2027						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2027						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

- Regular Board Meeting
- Graduation Ceremonies
- Holiday/Professional Dev. Day, College Closed

- Committee Meetings -
 - Education & Workforce Development
 - Facilities
 - Finance, Audit, & Human Resources

- * Education & Workforce Development Committee: 2nd Tuesday of the month, 3:00 p.m.
- * Facilities Committee: 2nd Tuesday of the month, 4:00 p.m.
- * Finance, Audit, & Human Resources Committee: 2nd Tuesday of the month, 5:00 p.m.
- * Board Meetings: 4th Tuesday of the month, 5:30 p.m.

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

Purpose

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

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

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

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

- a. Approval on Award of Proposals, Rejection of Proposals, and Approval of Purchases and Renewals at a total cost of \$4,523,918.82
- b. Approval on District-Wide Procurement of Technology
- c. Approval of the Disposal of Surplus Property Valued at \$5,000 and Above
- d. Approval of the Disposal/Recycle of Technology and Electronic Items with an Original Value of \$5,000 and Above
- e. Approval of the Disposal of Metal Surplus Property Valued at \$5,000 and Above
- f. Approval of the Organizational Culture Climate Survey Post-Survey Services
- g. Approval to Carry Forward the Remaining Previously Approved JagReconnect Adult Promise Funds into FY 2026 -2027
- h. Approval to Carry Forward the Remaining Previously Approved Valley Promise Funds into FY 2026 - 2027
- i. Approval on Revisions to Employee Compensation Plan for FY 2026 -2027
- j. Approval of the Proposed Employee Staffing Plan for FY 2026-2027

- k. Approval of the Proposed FY 2026-2027 Committee Meeting Schedule
- l. Approval of Vacation Payout for WorkDay ERP Implementation Primary Leads and Co-Leads for FY 2026
- m. Approval of the Acceptance of Internal Audit Report in the Area of Center for Advanced Training & Apprenticeships
- n. Approval to Adopt the Second Reading of Local Policy
- 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

Justification

Additional Information

Enclosed Documents None

Funding

Staff Resource

Recommendation

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

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

Approval Recommended:

Dr. Ricardo J. Solis

President

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

Award of Proposals – 1) Childcare Services (Grant Funded)

Purpose	Award the proposals for childcare services to the vendors listed in Appendix A.
Justification	To aid with childcare expenses through the Carl Perkins Grants' available funding for qualifying students who participate in the Providing Academic Support to Students (PASS) Program. Students enrolled in Career and Technical Education (CTE) programs must meet the following Carl Perkins Grant requirements: • A cumulative 2.25 GPA or higher, and • Be enrolled full-time for the Fall, Spring, and Summer semesters (this excludes online courses). To be considered, vendors must submit all the required proposal documents with appropriate signatures and a copy of their current state-issued license to operate a childcare program in Texas.
Funding	Funds for this expenditure are budgeted in the Carl Perkins Grant budget for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Appendix A – Vendors List Appendix B – Project Timeline and Information Other information is included in the Supporting Documentation.
Staff Resource	Dr. Maricela G. Silva, Manager for Career and Technology Education Pass Samantha B. Uriegas, Director of Project Alignment
Recommendation	The Committee recommends Board approval to award the proposals for childcare services to the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$105,500.00.

APPENDIX A
Vendors List

#	Vendor	City, State
1	iKids Academy	Alamo, TX
2	Kid'z First Child Care Center, Inc.	Alton, TX
3	1st Choice Learning Academy, LLC	Donna, TX
4	Southern Littles Academy, LLC	Donna, TX
5	Amando Inc dba Genesis Learning Center	Edinburg, TX
6	Brighter Future Learning Center	Edinburg, TX
7	Smart Start Learning Center	Edinburg, TX
8	The Learning Journey Day School	Edinburg, TX
9	V.I.P. Learning Center	Edinburg, TX
10	Busy Bee Beehive Learning Center	Elsa, TX
11	ABC Child Educare, LLC	McAllen, TX
12	Axol Institute, LLC	McAllen, TX
13	Brackenridge Children's Center	McAllen, TX
14	Easter Seals Child Development Center	McAllen, TX
15	Kerla Gil De Ortiz	McAllen, TX
16	Kiddoland Home Daycare	McAllen, TX
17	Little Shining Stars Daycare, Inc.	McAllen, TX
18	Magic Child Development Daycare	McAllen, TX
19	Pekes Kidz Learning Center, LLC	McAllen, TX
20	Tony's Playhouse Discovery Center, Inc.	McAllen, TX
21	Creative Kidz Daycare Center II	Mercedes, TX
22	Raquel Hinojosa Daycare	Mercedes, TX
23	A+ Appletree Academy, LLC	Mission, TX
24	ABC Little Learners Academy, LLC	Mission, TX
25	Colegio Bilingüe Trinidad	Mission, TX
26	Gingerbread House L.C. Montessori, LLC	Mission, TX
27	Innovative Child Development Center	Mission, TX
28	Kidz Crusade Academy, LLC	Mission, TX
29	Little Angels Learning Center, Inc.	Mission, TX
30	Mary's Express Learning Center No. 2	Mission, TX
31	Masterpiece Christian Academy	Mission, TX
32	Monarch Learning Academy, LLC	Mission, TX
33	Saabant Learning Institute, LLC	Mission, TX
34	The Edutainment Zone #4	Mission, TX
35	Children's Garden Daycare & Learning Center	Palmview, TX
36	Childrens Imagination Academy, LLC	Palmview, TX
37	Gingerbread House Academy	Palmview, TX

38	Gingerbread House Learning Center, LLC	Palmview, TX
39	Lily's Little Kids Childcare Center, Inc.	Palmview, TX
40	Daddy's Day Care Learning Academy, LLC	Penitas, TX
41	Campanitas Day Care, LLC	Pharr, TX
42	Kids Academy Daycare	Pharr, TX
43	Kids Academy Daycare Center II	Pharr, TX
44	Lupita's Daycare Center	Pharr, TX
45	Magic Kidz Academy, LLC	Pharr, TX
46	My First Step Child Care & Development Center	Pharr, TX
47	New Beginnings Learning Academy	Pharr, TX
48	Royal Education Center, LLC	Pharr, TX
49	The Kinder Corner	Pharr, TX
50	Children's Education Center	Pharr, TX
51	Learning Zone	Rio Grande City, TX
52	Learning Zone II	Rio Grande City, TX
53	Little Stars Learning Center, LLC	Rio Grande City, TX
54	Little Stars Learning Center, LLC II	Rio Grande City, TX
55	The Edutainment Zone #5	Rio Grande City, TX
56	The Edutainment Zone, LLC	Rio Grande City, TX
57	Bambini Learning Institute, LLC	Roma, TX
58	Little Kids Academy	Roma, TX
59	The Edutainment Zone #2	Roma, TX
60	Kids Daycare Academy, LLC	San Juan, TX
61	Ready to Learn Academy	San Juan, TX
62	Sullivan ABC's Academy	Sullivan, TX
63	El Shaddai International Christian Day Care Center	Weslaco, TX
64	Shekhinah Learning Academy, LLC	Weslaco, TX
65	The Honey Tree Learning Center	Weslaco, TX
66	ABC Kids	Weslaco, TX

APPENDIX B

Project Timeline and Information

Advertised RFP	May 6, 2026 and May 13, 2026
RFP Responses Due	June 3, 2026
RFP Issued To	Four Hundred and Seventy-Three (473) Vendors
Responses Received From	Sixty-Nine (69) Vendors, of which three (3) submitted incomplete required documentation; therefore, they were not considered.
Responses Reviewed By	Purchasing Department
Highest-Ranked Vendor	Vendors listed in Appendix A

Award of Proposals – 2) Collection Agency Services

Purpose	Award the proposals for collection agency services to the vendors listed in Appendix A.
Justification	To collect on delinquent accounts due to the College from the students, faculty, or staff. The delinquent accounts consist of unpaid emergency student loans, tuition and fees, accounts receivable, and traffic citations, among other unpaid accounts. The delinquent balances can derive from returned checks, reversal of financial aid awards, and/or failure of staff's adherence to waiver reimbursement guidelines. The collection agencies provide the college with the best collection and reporting techniques and services. The Board approved the Request for Proposal (RFP) evaluation criteria at their May 26, 2026, Board meeting. As outlined in the agreement, fees associated with collections are assessed directly to the student, faculty, or staff.
Enclosed Documents	Appendix A – Vendors List Appendix B – Project Timeline and Information Other information is included in the Supporting Documentation
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Myriam M. Lopez, Associate Vice President for Finance and Management
Recommendation	The Committee recommends Board approval to award the proposals for collection agency services to the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, with two (2) one-year options to renew at no cost to the College.

APPENDIX A**Vendors List**

Vendor (City, State)	Contract Percentages
S&S Recovery, Inc. (Memphis, TN)	Will assess the following rates: • 18% for first placement • 18% for second placement • 18% for all subsequent referrals • 23% for litigation and judgment placements
Collection Bureau Hudson Valley (CBHV) (Newburgh, NY)	Will assess the following rates: • 16% for first placement • 24% for second placement • 24% for all subsequent referrals • 28% for litigation and judgment placements
Continental Service Group, LLC/ dba ConServe (Fairport, NY)	Will assess the following rates: • 18% for first placement • 18% for second placement • 18% for all subsequent referrals • 25% for litigation and judgment placements

APPENDIX B**Project Timeline and Information**

Advertised RFP	June 3, 2026 and June 10, 2026
RFP Responses Due	June 18, 2026
RFP Issued To	Seven Hundred and Thirty (730) Vendors
Responses Received From	Six (6) Vendors
Responses Reviewed By	Business Office (Student Accounts) and Purchasing
Highest-Ranked Vendor	Vendors listed in Appendix A

Award of Proposals – 3) Promotional Items for Student Outreach

Purpose	Award the proposals for promotional items for student outreach to the vendors listed in Appendix A.
Justification	To support student recruitment, enrollment initiatives, outreach activities, and community engagement efforts that enhance institutional visibility and brand awareness. Examples of promotional items include pens, keychains, tote bags, water bottles, and similar outreach materials distributed during recruitment and engagement activities. 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 Continuing Education and Workforce Development, Communication and Creative Services, Dual Credit Programs, Office of Student Re-Engagement and Valley Promise budgets for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Appendix A – Vendors List Appendix B – Project Timeline and Information Other information is included in the Supporting Documentation
Staff Resource	Dr. Rodney Rodriguez, Vice President for Institutional Advancement and External Affairs Lynda Lopez, Executive Director for Communication and Creative Services Dr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management Otoniel Matamoros, Dean of Enrollment Services
Recommendation	The Committee recommends Board approval to award the proposals for promotional items for student outreach to the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, with two (2) one-year options to renew at an estimated total amount of \$200,000.00.

APPENDIX A

Vendors List

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

APPENDIX B

Project Timeline and Information

Advertised RFP	June 3, 2026 and June 10, 2026
RFP Responses Due	June 18, 2026
RFP Issued To	Seven Hundred and Forty-Six (746) Vendors
Responses Received From	Eighteen (18) Vendors, of which one (1) submitted incomplete required documentation; therefore, they were not considered.
Responses Reviewed By	Communications and Creative Services and Purchasing
Highest-Ranked Vendor	Vendors listed in Appendix A

Award of Proposals – 4) Welding Gases, Metals, and Supplies

Purpose	Award the proposals for welding gases, metals, and supplies to the vendors listed in Appendix A.
Justification	To purchase various gases, metals, and classroom/lab supplies used by students for hands-on instruction in welding classes throughout the College district. At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.
Funding	Funds for this expenditure are budgeted in the various departments' budgets for FY 2026 – 2027, pending Board approval of the budget. Funds for subsequent fiscal years will be included in future proposed budgets.
Enclosed Documents	Appendix A – Vendors List Appendix B – Project Timeline and Information Other information is included in the Supporting Documentation
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Jose Vela, Interim Dean for Division of Business, Public Safety, and Technology
Recommendation	The Committee recommends Board approval to award the proposals for welding gases, metals, and supplies to the vendors listed in Appendix A for the period beginning October 1, 2026 through September 30, 2027, with two (2) one-year options to renew at an estimated total amount of \$400,000.00.

APPENDIX A
Vendors List

Vendor (City, State)	Vendor (City, State)
Airgas USA, LLC (McAllen, TX)	American Oxygen Company (Brownsville, TX)
CV Industrial Hardware LLC (Mission, TX)	Triple-S Steel Supply, LLC /dba Alamo Iron Works (San Antonio, TX)
United Welding Supply, LLC (Edinburg, TX)	

APPENDIX B

Project Timeline and Information

Advertised RFP	June 3, 2026 and June 10, 2026
RFP Responses Due	June 18, 2026
RFP Issued To	Seven Hundred and Twenty-Five (725) Vendors
Responses Received From	Five (5) Vendors
Responses Reviewed By	Purchasing Department
Highest-Ranked Vendor	Vendors listed in Appendix A

Rejection of Proposals – 5) Network & Cabling Equipment Installation Services

Purpose	Reject the three (3) proposals received for network & cabling equipment installation services.
Justification	Administration has determined that the current solicitation document requires revision. A new Request for Proposal (RFP) will be solicited with revised specifications and requirements.
Staff Resource	Dr. Jesus Campos, Interim Vice President for Technology, Information, and Planning Services Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer
Recommendation	The Committee recommends Board approval to reject the three (3) proposals received for network & cabling equipment installation services.

Purchases – 6) Additional Online Tutoring Services

Purpose	Purchase additional online tutoring services from Upswing International, Inc. (Durham, NC), a sole-source vendor.
Justification	To provide an additional 7,000 hours of online tutoring and retention services utilized by students throughout the College district. These services enhance the College's Centers for Learning Excellence by allowing students to access services outside of regular operating hours and from any location and, in some cases, providing tutors for subjects in which it is difficult to find qualified tutors locally. The provision of online tutoring services follows the Southern Association of Colleges and Schools Practices for Electronically Offered Degree and Certificate Programs, which stipulates that the institution recognizes that appropriate services must be available for students regardless of location on or off campus.
Funding	Funds for this expenditure are budgeted in the Centers for Learning Excellence budget for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Jesus Campos, Interim Vice President for Technology, Information, and Planning Services Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer Lynell R. Williams, Director of Centers for Learning Excellence
Recommendation	The Committee recommends Board approval to purchase additional online tutoring services from Upswing International, Inc. (Durham, NC), a sole-source vendor, for the period beginning September 1, 2026 through August 31, 2027, at a total amount of \$175,000.00.

Purchases – 7) Air Conditioning Filters and Installation

Purpose Purchase air conditioning filters and installation from **JF Filtration Inc./ dba Joe W. Fly Company, Inc.** (Dallas, TX/Harlingen, TX), a Texas Association of School Boards – Buyboard approved vendor.

Justification To procure, install, and remove air conditioning filters for various types of equipment to maintain the systems and ensure clean air quality.

Three thousand one hundred sixty-nine (3,251) air condition filters are replaced bi-monthly, quarterly, and semi-annually in fifty-three (53) buildings and fifty-two (52) portable buildings throughout the district.

Equipment	Service Frequency	Amount Per Service	Annual Amount
Air Handlers	Bi-Monthly	\$21,315.07	\$127,890.42
Portable Building AC Units	Quarterly	\$1,318.54	\$5,274.16
Variable Air Volume Boxes	Semi-Annually	\$5,951.64	\$11,903.28
Total Amount:			\$145,067.86

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 air conditioning filters and installation from **JF Filtration Inc./ dba Joe W. Fly Company, Inc.** (Dallas, TX/Harlingen, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$145,067.86.

Purchases – 8) Audio Visual Equipment and Supplies

Purpose	Purchase audio visual equipment and supplies from the vendors listed in Appendix A.
Justification	To provide audiovisual equipment and supplies district-wide, in order to support classroom instruction, staff presentations, office operations, and communication with internal and external individuals or groups. Such items include headphones, digital cameras, lenses, camera cases, dome cameras/camcorders, computer cables, printer cables, projector cables, sound equipment, projector screens, and parts. 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	Dr. Jesus Campos, Interim Vice President for Technology, Information, and Planning Services Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer
Recommendation	The Committee recommends Board approval to purchase audio visual equipment and supplies from the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$380,000.00.

APPENDIX A
Vendors List

Vendor (City, State)	Purchasing Cooperative	Amount
Audio Visual Aids Company, LLC (San Antonio, TX)	Texas Department of Information Resources (DIR), Texas Association of School Boards (TASB) – Buyboard, and The Interlocal Purchasing System (TIPS)	\$110,000.00
B&H Foto & Electronics, Corp./ dba B&H Photo Video (New York, NY)	E&I Cooperative Services, Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	\$160,000.00
Howard Technology Solutions (Ellisville, MS)	Texas Department of Information Resources (DIR), The Interlocal Purchasing System (TIPS), Choice Partners, Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	\$110,000.00
Total Amount:		\$380,000.00

Purchases – 9) Chiller Maintenance, Repair, Heating, Ventilation, Air Conditioning, Refrigeration Parts, and Supplies

Purpose	Purchase of chiller maintenance, repair, heating, ventilation, air conditioning, refrigeration parts, and supplies from Tyco Technology GmbH/ dba Johnson Controls Building Solutions LLC (Milwaukee, WI/Corpus Christi, TX), The Interlocal Purchasing System (TIPS) approved vendor.
Justification	To provide chiller maintenance and repair services, as well as heating, ventilation, air conditioning, and refrigeration parts and supplies for the nineteen (19) air-cooled and water-cooled chillers district-wide. These services and materials are necessary to ensure the reliable and efficient operation of district-wide chiller units through scheduled preventive maintenance, emergency repairs, and component and part replacements. The services consist of the following: a. Quarterly inspections to examine the refrigerant circuit for leaks, electrical connections, operating pressures and temperatures, and perform oil analysis. b. Annual inspections to examine the operating controls, inspect the thermal insulation for integrity, clean condenser tubes, and clean the interior of the control panel. c. Emergency service calls for district-wide chiller units.
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 chiller maintenance, repair, heating, ventilation, air conditioning, refrigeration parts and supplies from Tyco Technology GmbH/ dba Johnson Controls Building Solutions LLC (Milwaukee, WI/Corpus Christi, TX), The Interlocal Purchasing System (TIPS) approved vendor for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$203,360.00.

Purchases – 10) Communication Services for Radios and Equipment

Purpose	Purchase communication services for radios and equipment from Cellco Partnership/ dba Verizon Wireless (Basking Ridge, NJ), a State of Texas Department of Information Resources (DIR) approved vendor.
Justification	To provide communication services for 171 radios, 20 radio-phones, 15 radio-smartphones, 23 smartphones, 32 hotspots, 25 SIM cards, and internet for the shuttle buses. These services support the daily operation of various departments such as Facilities Operations and Maintenance, Custodial Services, Central Receiving, Mail Services, Mid Valley Childcare Center, Distance Learning, Communication and Creative Services, Department of Public Safety, and Centers for Learning Excellence.
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	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 communication services for radios and equipment from Cellco Partnership/ dba Verizon Wireless (Basking Ridge, NJ), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$100,000.00.

Purchases – 11) Computers and Servers

Purpose	Purchase computers and servers from Dell Marketing, LP (Dallas, TX) an OMNIA Partners approved vendor.
Justification	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. The requested systems meet the College's standard configurations.
Enclosed Documents	Appendix A – District-Wide Technology Request Summary Other information is included in the Finance Supplemental Booklet and is available if requested.
Funding	Funds for these expenditures are budgeted in the various requesting department budgets for FY 2025 – 2026 as follows: Health Science Professions East Building A. - Community Pharmacy Lab Project, Systems and Networking, Pecan Kinesiology and Wellness Center Building Q. Project, and Pecan West Continuing Education and Testing Center Building A. Project
Staff Resource	Dr. Jesus Campos, Interim Vice President for Technology, Information, and Planning Services Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer
Recommendation	The Committee recommends Board approval to purchase computers and servers from Dell Marketing, LP (Dallas, TX) an OMNIA Partners approved vendor at a total amount of \$663,328.10.

APPENDIX A

District-Wide Technology Request Summary

Student Computers	
121	Systems and Networking
22	Pecan Kinesiology and Wellness Center Building Q - Project
44	Pecan West Continuing Education and Testing Center Building A - Project
Faculty Computers	
151	Systems and Networking
1	Health Science Professions East Building A Community Pharmacy Lab Project
Staff Computers	
128	Systems and Networking
Staff Servers	
2	Pecan West Continuing Education and Testing Center Building A - Project

Purchases – 12) Computer Components, Peripherals, Software, and Supplies

Purpose	Purchase computer components, peripherals, software, and supplies from the vendors listed in Appendix A.
Justification	To provide computer components, peripherals, software, and supplies, as requested, district-wide to support classroom instruction, staff office operations, and communication with internal and external individuals or groups. Such items include scanners, printers, storage media, surge protectors, toner cartridges, cables, barcode scanners, memory, headphones, web cameras, computer parts, and software. 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	Dr. Jesus Campos, Interim Vice President for Technology, Information, and Planning Services Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer
Recommendation	The Committee recommends Board approval to purchase computer components, peripherals, software, and supplies from the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$810,000.00.

APPENDIX A**Vendors List**

Vendor (City, State)	Purchasing Cooperative	Amount
B&H Foto & Electronics, Corp./ dba B&H Photo Video (New York, NY)	E&I Cooperative Services, The Interlocal Purchasing System (TIPS), Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	\$175,000.00
CDW Government, LLC (Vernon Hill, IL)	Texas Department of Information Resources (DIR), E&I Cooperative Services, Omnia Partners, Sourcewell, Purchasing Association of Cooperative Entities (PACE), and The Interlocal Purchasing System (TIPS)	\$120,000.00
Dell Marketing, LP (Dallas, TX)	Texas Department of Information Resources (DIR) and Omnia Partners	\$100,000.00
Gateway Printing & Office Supplies (Edinburg, TX)	Texas Association of School Boards (TASB) – Buyboard	\$245,000.00
Quill, LLC (Lincolnshire, IL)	Omnia Partners	\$45,000.00
Reyna Enterprise, Inc./ dba Computer Repair Center (McAllen, TX)	Texas Department of Information Resources (DIR)	\$75,000.00
SHI Government Solutions (Somerset, NJ)	E&I Cooperative Services, Sourcewell, Purchasing Association of Cooperative Entities (PACE), Texas Department of Information Resources (DIR), OMNIA Partners, and The Interlocal Purchasing System (TIPS)	\$50,000.00
Total Amount:		\$810,000.00

Purchases – 13) Maintenance Parts and Lab Supplies

Purpose	Purchase maintenance parts and lab supplies from Harbor Freight Tools USA, Inc. (Dallas, TX), The Interlocal Purchasing System approved vendor, and Lowe's Companies, Inc. (Dallas, TX), an OMNIA Partners approved vendor.
Justification	To provide lab supplies for the Public Safety and Technology Programs, serving an instructional purpose and allowing technicians and students to gain hands-on experience in troubleshooting, installation, and maintenance practices. Also, providing the Maintenance Department with parts and supplies for district-wide 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.
Funding	Funds for this expenditure are budgeted in the Facilities Maintenance, Public Safety and Technology Programs budgets for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Jose Vela, Point of Contact for Business, Public Safety, and Technology 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 Harbor Freight Tools USA, Inc. (Dallas, TX), The Interlocal Purchasing System approved vendor, and Lowe's Companies, Inc. (Dallas, TX), an OMNIA Partners approved vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$100,000.00.

Purchases – 14) Online Tutoring and Student Support Platform Services

Purpose	Purchase online tutoring and student support platform services from Upswing International, Inc. (Durham, NC), a sole-source vendor.
Justification	To support student success by providing access to online tutoring tools, mental health resources, and student engagement and scheduling features. It also includes data reporting to help monitor usage, improve retention, and support academic performance. The agreement also provides access to training, technical support, and reporting tools to assist the College in tracking student utilization and outcomes.
Funding	Funds for this expenditure are budgeted in the Centers for Learning Excellence budget for FY 2026 – 2027 and FY 2027 – 2028, pending Board approval of the budget.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Dr. Jesus Campos, Interim Vice President for Technology, Information, and Planning Services Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer Lynell R. Williams, Director of Centers for Learning Excellence
Recommendation	The Committee recommends Board approval to purchase online tutoring and student support platform services from Upswing International, Inc. (Durham, NC), a sole-source vendor, for the period beginning September 1, 2026 through August 31, 2028, at an estimated annual amount of \$20,000.00, and an estimated total amount of \$40,000.00.

Renewals – 15) Books and Educational Materials (Grant Funded)

Purpose	Renew the books and educational materials contracts with the vendors listed in Appendix A.
Justification	To acquire books and educational materials for qualifying career and technical education program students. The students participating in the Providing Academic Support to Students (PASS) and Continuing, Professional, and Workforce Education (CPWE) Programs can access the lending library for books in the Fall 2026, Spring 2027, and Summer 2027 semesters. 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 Carl Perkins Grant, Continuing Education, and other requesting department budgets for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Appendix A – Vendors List Appendix B – Renewal Terms
Staff Resource	Dr. Maricela G. Silva, Manager for Career and Technology Education Pass Olivia D. De La Rosa, Dean for Continuing Education and Workforce Development
Recommendation	The Committee recommends Board approval to renew the books and educational materials 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)
Assessment Technologies Institute, LLC (Leawood, KS)	Barnes & Noble Booksellers, Inc. (New York, NY)
BibliU Campus, Inc. (Greenville, TX)	Complete Book & Media Supply, LLC (Cedar Park, TX)
Gateway Printing & Office Supply, Inc. (Edinburg, TX)	Hertzberg-New Method, Inc./ dba Perma-Bound Books (Jacksonville, IL)
Hurst Review Services, Inc. (Brookhaven, MS)	Kaplan Early Learning Company (Lewisville, NC)
Lakeshore Learning Materials, LLC (Carson, CA)	

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	07/28/2026		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 – 16) Internet Service for South Texas College Sites

Purpose	Renew the internet service for South Texas College sites contract with Smartcom Telephone, LLC (McAllen, TX).
Justification	To provide direct and point-to-point internet services for several South Texas College sites. The Internet services are necessary to support student instruction and the college's day-to-day operation.
Funding	Funds for this expenditure are budgeted in the Information Technology Systems and Networking budgets for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Appendix A – Service Locations Appendix B – Renewal Terms
Staff Resource	Dr. Jesus Campos, Interim Vice President for Technology, Information, and Planning Services Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer
Recommendation	The Committee recommends Board approval to renew the internet service for South Texas College sites contract with Smartcom Telephone, LLC (McAllen, TX), for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$40,932.00.

APPENDIX A**Service Locations**

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

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	07/28/2026		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) Library Materials

Purpose	Renew the library materials contracts with the vendors listed in Appendix A.
Justification	To support instructional programs and other needs of South Texas College students, faculty, staff, and patrons district-wide, by providing library materials. The library materials will consist of books, reference materials, ebooks, and other materials for all the College's academic programs. 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 Library Acquisitions and BAT & Support Materials budgets for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Appendix A – Vendors List Appendix B – Renewal Terms
Staff Resource	Dr. Jesus Campos, Interim Vice President for Technology, Information, and Planning Services Elizabeth S. Hollenbeck, Associate Dean of Library Services
Recommendation	The Committee recommends Board approval to renew the library materials 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 \$205,000.00.

APPENDIX A

Vendors List

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

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	07/22/2025	09/01/2025 – 08/31/2026	
First Renewal	07/28/2026		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 – 18) Library Serials

Purpose	Renew the library serials contract with EBSCO Information Services, LLC (Birmingham, AL).
Justification	To support the instructional programs by providing library serials, on a regular basis, at all libraries district-wide. The approximate one hundred and thirty-nine (139) serials consist of magazines, journals, and newspapers and are available to the College's students, faculty, staff, and patrons.
Funding	Funds for this expenditure are budgeted in the Library Acquisitions budget for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Appendix A – Renewal Terms
Staff Resource	Dr. Jesus Campos, Interim Vice President for Technology, Information, and Planning Services Elizabeth S. Hollenbeck, Associate Dean of Library Services
Recommendation	The Committee recommends Board approval to renew the library serials contract with EBSCO Information Services, LLC (Birmingham, AL) for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$55,730.86.

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	07/22/2025	09/01/2025 – 08/31/2026	
First Renewal	07/28/2026		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) Science Laboratory Supplies

Purpose	Renew the science laboratory supplies contracts with the vendors listed in Appendix A.
Justification	To provide lab supplies for the instruction labs required for science courses. The science laboratory supplies are used for student instruction in the Division of Math and Science by Biology, Chemistry, Physics, Geology, and Geography programs. The programs require labs for students to conduct experiments and testing. Some supply items include specimens, instruments, models, chemicals, glassware, soil, test kits, materials, etc. At the time of purchase, the vendor will be selected based on the items provided, pricing, item availability, and delivery timeline.
Funding	Funds for this expenditure are budgeted in the Science Programs budgets for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Appendix A – Vendors List Appendix B – Renewal Terms
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Ghanbar A. Esmaeili, Dean for Math, Science, Information Technology and Bachelor Programs
Recommendation	The Committee recommends Board approval to renew the science laboratory supplies contract with the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$400,000.00.

APPENDIX A**Vendors List**

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

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	07/28/2026		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) Student Insurance

Purpose Renew the student insurance contracts with the vendors listed in Appendix A.

Justification To provide the following coverage:

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

Enclosed Documents Appendix A – Insurance Premiums Summary
Appendix B – Renewal Terms

Staff Resource Mary Del Paz, Vice President for Finance and Administrative Services
Ken Lyons, Risk Manager

Recommendation The Committee recommends Board approval to renew the student insurance contracts with the vendors listed in Appendix A for the period beginning August 26, 2026 through August 25, 2027, at no cost to the College.

APPENDIX A**Insurance Premiums Summary**

A	Student / Faculty Medical Professional Liability Insurance	
	Vendor	Affinity Insurance Services, Inc.
	Carrier	American Casualty Company of Reading, PA
	Premium	\$25,769.00
	Cost Per Student*	\$10.00 (approximately 2,488 students)
	Limits	\$1,000,000.00 per occurrence \$5,000,000.00 aggregate
	<i>*The cost is paid by the students enrolled in the Nursing and Allied Health and Child Development programs. The College and Faculty are insured parties at no additional cost to the student or to the College.</i>	
B	Voluntary Student Accident Insurance	
	Vendor	Student Assurance Services, Inc.
	Carrier	Ameritas Life Insurance Corp.
	Limit	\$25,000.00
	Coverage/Premium	School Time: \$45.00 Full-Time Coverage (24 hours): \$90.00 Dental Coverage: \$8.00
	<i>This is a voluntary coverage, and the cost is paid by the students who elect to purchase this coverage.</i>	
C	Workforce Training Programs Student Accident Insurance	
	Vendor	Student Assurance Services, Inc.
	Carrier	Ameritas Life Insurance Corp.
	Premium*	\$750.00 (based on an estimated 433 participants)
	Limit	\$25,000.00
	<i>*The cost is paid by the students. Participants in non-credit Continuing Education Training Programs are automatically enrolled for this coverage.</i>	
D	Business, Public Safety, and Technology Student Accident Insurance	
	Vendor	Student Assurance Services, Inc.
	Carrier	Ameritas Life Insurance Corp.
	Premium*	\$750.00 (based on an estimated 1,942 participants)
	Limit	\$25,000.00
	<i>*The cost is paid by the students. Participants are enrolled in Business, Public Safety & Technology programs.</i>	

Note: The final renewal reflects no changes to the vendor/carrier, premium amounts, or coverage limits.

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	08/26/2024 – 08/25/2025	
First Renewal	07/22/2025		08/26/2025 – 08/25/2026
Final Renewal	07/28/2026		08/26/2026 – 08/25/2027

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 the award of proposals, rejection of proposals, purchases, and renewals at a total cost of \$4,523,918.82 as listed below:

Award of Proposals

- 1) **Childcare Services (Grant Funded)**: award the proposals for childcare services to the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$105,500.00;

#	Vendor	City, State
1	iKids Academy	Alamo, TX
2	Kid'z First Child Care Center, Inc.	Alton, TX
3	1st Choice Learning Academy, LLC	Donna, TX
4	Southern Littles Academy, LLC	Donna, TX
5	Amando Inc dba Genesis Learning Center	Edinburg, TX
6	Brighter Future Learning Center	Edinburg, TX
7	Smart Start Learning Center	Edinburg, TX
8	The Learning Journey Day School	Edinburg, TX
9	V.I.P. Learning Center	Edinburg, TX
10	Busy Bee Beehive Learning Center	Elsa, TX
11	ABC Child Educare, LLC	McAllen, TX
12	Axol Institute, LLC	McAllen, TX
13	Brackenridge Children's Center	McAllen, TX
14	Easter Seals Child Development Center	McAllen, TX
15	Kerla Gil De Ortiz	McAllen, TX
16	Kiddoland Home Daycare	McAllen, TX
17	Little Shining Stars Daycare, Inc.	McAllen, TX
18	Magic Child Development Daycare	McAllen, TX
19	Pekes Kidz Learning Center, LLC	McAllen, TX
20	Tony's Playhouse Discovery Center, Inc.	McAllen, TX
21	Creative Kidz Daycare Center II	Mercedes, TX
22	Raquel Hinojosa Daycare	Mercedes, TX
23	A+ Appletree Academy, LLC	Mission, TX
24	ABC Little Learners Academy, LLC	Mission, TX
25	Colegio Bilingüe Trinidad	Mission, TX
26	Gingerbread House L.C. Montessori, LLC	Mission, TX
27	Innovative Child Development Center	Mission, TX
28	Kidz Crusade Academy, LLC	Mission, TX

29	Little Angels Learning Center, Inc.	Mission, TX
30	Mary's Express Learning Center No. 2	Mission, TX
31	Masterpiece Christian Academy	Mission, TX
32	Monarch Learning Academy, LLC	Mission, TX
33	Saabant Learning Institute, LLC	Mission, TX
34	The Edutainment Zone #4	Mission, TX
35	Children's Garden Daycare & Learning Center	Palmview, TX
36	Childrens Imagination Academy, LLC	Palmview, TX
37	Gingerbread House Academy	Palmview, TX
38	Gingerbread House Learning Center, LLC	Palmview, TX
39	Lily's Little Kids Childcare Center, Inc.	Palmview, TX
40	Daddy's Day Care Learning Academy, LLC	Penitas, TX
41	Campanitas Day Care, LLC	Pharr, TX
42	Kids Academy Daycare	Pharr, TX
43	Kids Academy Daycare Center II	Pharr, TX
44	Lupita's Daycare Center	Pharr, TX
45	Magic Kidz Academy, LLC	Pharr, TX
46	My First Step Child Care & Development Center	Pharr, TX
47	New Beginnings Learning Academy	Pharr, TX
48	Royal Education Center, LLC	Pharr, TX
49	The Kinder Corner	Pharr, TX
50	Children's Education Center	Pharr, TX
51	Learning Zone	Rio Grande City, TX
52	Learning Zone II	Rio Grande City, TX
53	Little Stars Learning Center, LLC	Rio Grande City, TX
54	Little Stars Learning Center, LLC II	Rio Grande City, TX
55	The Edutainment Zone #5	Rio Grande City, TX
56	The Edutainment Zone, LLC	Rio Grande City, TX
57	Bambini Learning Institute, LLC	Roma, TX
58	Little Kids Academy	Roma, TX
59	The Edutainment Zone #2	Roma, TX
60	Kids Daycare Academy, LLC	San Juan, TX
61	Ready to Learn Academy	San Juan, TX
62	Sullivan ABC's Academy	Sullivan, TX

63	El Shaddai International Christian Day Care Center	Weslaco, TX
64	Shekhinah Learning Academy, LLC	Weslaco, TX
65	The Honey Tree Learning Center	Weslaco, TX
66	ABC Kids	Weslaco, TX

- 2) **Collection Agency Services:** award the proposals for collection agency services to the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, with two (2) one-year options to renew at no cost to the College;

APPENDIX A
Vendors List

Vendor (City, State)	Contract Percentages
S&S Recovery, Inc. (Memphis, TN)	Will assess the following rates: • 18% for first placement • 18% for second placement • 18% for all subsequent referrals • 23% for litigation and judgment placements
Collection Bureau Hudson Valley (CBHV) (Newburgh, NY)	Will assess the following rates: • 16% for first placement • 24% for second placement • 24% for all subsequent referrals • 28% for litigation and judgment placements
Continental Service Group, LLC/ dba ConServe (Fairport, NY)	Will assess the following rates: • 18% for first placement • 18% for second placement • 18% for all subsequent referrals • 25% for litigation and judgment placements

- 3) **Promotional Items for Student Outreach:** award the proposals for promotional items for student outreach to the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, with two (2) one-year options to renew at an estimated total amount of \$200,000.00;

APPENDIX A
Vendors List

Vendor (City, State)	Vendor (City, State)
4imprint (Oshkosh, WI)	Authentic Promotions.com (Carmichael, CA)

Imprezos Pro Uniforms, LLC (Pharr, TX)	Promo Universal, LLC (Corpus Christi, TX)
Satori Display, LLC (Pharr, TX)	

- 4) **Welding Gases, Metals, and Supplies:** award the proposals for welding gases, metals, and supplies to the vendors listed in Appendix A for the period beginning October 1, 2026 through September 30, 2027, with two (2) one-year options to renew at an estimated total amount of \$400,000.00;

APPENDIX A
Vendors List

Vendor (City, State)	Vendor (City, State)
Airgas USA, LLC (McAllen, TX)	American Oxygen Company (Brownsville, TX)
CV Industrial Hardware LLC (Mission, TX)	Triple-S Steel Supply, LLC /dba Alamo Iron Works (San Antonio, TX)
United Welding Supply, LLC (Edinburg, TX)	

Rejection of Proposals

- 5) **Network & Cabling Equipment Installation Services:** reject the three (3) proposals received for network & cabling equipment installation services.

Purchases

- 6) **Additional Online Tutoring Services:** purchase additional online tutoring services from **Upswing International, Inc.** (Durham, NC), a sole-source vendor, for the period beginning September 1, 2026 through August 31, 2027, at a total amount of \$175,000.00;
- 7) **Air Conditioning Filters and Installation:** purchase air conditioning filters and installation from **JF Filtration Inc./ dba Joe W. Fly Company, Inc.** (Dallas, TX/Harlingen, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$145,067.86;
- 8) **Audio Visual Equipment and Supplies:** purchase audio visual equipment 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 \$380,000.00;

APPENDIX A**Vendors List**

Vendor (City, State)	Purchasing Cooperative	Amount
Audio Visual Aids Company, LLC (San Antonio, TX)	Texas Department of Information Resources (DIR), Texas Association of School Boards (TASB) – Buyboard, and The Interlocal Purchasing System (TIPS)	\$110,000.00
B&H Foto & Electronics, Corp./ dba B&H Photo Video (New York, NY)	E&I Cooperative Services, Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	\$160,000.00
Howard Technology Solutions (Ellisville, MS)	Texas Department of Information Resources (DIR), The Interlocal Purchasing System (TIPS), Choice Partners, Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	\$110,000.00
Total Amount:		\$380,000.00

- 9) **Chiller Maintenance, Repair, Heating, Ventilation, Air Conditioning, Refrigeration Parts, and Supplies:** purchase chiller maintenance, repair, heating, ventilation, air conditioning, refrigeration parts, and supplies from **Tyco Technology GmbH/ dba Johnson Controls Building Solutions LLC** (Milwaukee, WI/Corpus Christi, TX), The Interlocal Purchasing System (TIPS) approved vendor for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$203,360.00;
- 10) **Communication Services for Radios and Equipment:** purchase communication services for radios and equipment from **Cellco Partnership/ dba Verizon Wireless** (Basking Ridge, NJ), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$100,000.00;
- 11) **Computers and Servers:** purchase computers and servers from **Dell Marketing, LP** (Dallas, TX) an OMNIA Partners approved vendor at a total amount of \$663,328.10;

APPENDIX A**District-Wide Technology Request Summary**

Student Computers	
121	Systems and Networking
22	Pecan Kinesiology and Wellness Center Building Q - Project
44	Pecan West Continuing Education and Testing Center Building A - Project
Faculty Computers	
151	Systems and Networking
1	Health Science Professions East Building A Community Pharmacy Lab Project
Staff Computers	
128	Systems and Networking
Staff Servers	
2	Pecan West Continuing Education and Testing Center Building A - Project

- 12) Computer Components, Peripherals, Software, and Supplies:** purchase computer components, peripherals, software, and supplies from the vendors listed in Appendix A for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$810,000.00;

APPENDIX A**Vendors List**

Vendor (City, State)	Purchasing Cooperative	Amount
B&H Foto & Electronics, Corp./ dba B&H Photo Video (New York, NY)	E&I Cooperative Services, The Interlocal Purchasing System (TIPS), Omnia Partners, and Texas Association of School Boards (TASB) – Buyboard	\$175,000.00
CDW Government, LLC (Vernon Hill, IL)	Texas Department of Information Resources (DIR), E&I Cooperative Services, Omnia Partners, Sourcwell, Purchasing Association of Cooperative Entities (PACE), and The Interlocal Purchasing System (TIPS)	\$120,000.00

Dell Marketing, LP (Dallas, TX)	Texas Department of Information Resources (DIR) and Omnia Partners	\$100,000.00
Gateway Printing & Office Supplies (Edinburg, TX)	Texas Association of School Boards (TASB) – Buyboard	\$245,000.00
Quill, LLC (Lincolnshire, IL)	Omnia Partners	\$45,000.00
Reyna Enterprise, Inc./ dba Computer Repair Center (McAllen, TX)	Texas Department of Information Resources (DIR)	\$75,000.00
SHI Government Solutions (Somerset, NJ)	E&I Cooperative Services, Sourcewell, Purchasing Association of Cooperative Entities (PACE), Texas Department of Information Resources (DIR), OMNIA Partners, and The Interlocal Purchasing System (TIPS)	\$50,000.00
Total Amount:		\$810,000.00

- 13) Maintenance Parts and Lab Supplies:** purchase maintenance parts and lab supplies from **Harbor Freight Tools USA, Inc.** (Dallas, TX), The Interlocal Purchasing System approved vendor, and **Lowe's Companies, Inc.** (Dallas, TX), an OMNIA Partners approved vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$100,000.00;
- 14) Online Tutoring and Student Support Platform Services:** purchase online tutoring and student support platform services from **Upswing International, Inc.** (Durham, NC), a sole-source vendor, for the period beginning September 1, 2026 through August 31, 2028, at an estimated annual amount of \$20,000.00, and an estimated total amount of \$40,000.00;

Renewals

- 15) Books and Educational Materials (Grant Funded):** renew the books and educational materials 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)
Assessment Technologies Institute, LLC (Leawood, KS)	Barnes & Noble Booksellers, Inc. (New York, NY)
BibliU Campus, Inc. (Greenville, TX)	Complete Book & Media Supply, LLC (Cedar Park, TX)
Gateway Printing & Office Supply, Inc. (Edinburg, TX)	Hertzberg-New Method, Inc./ dba Perma-Bound Books (Jacksonville, IL)
Hurst Review Services, Inc. (Brookhaven, MS)	Kaplan Early Learning Company (Lewisville, NC)
Lakeshore Learning Materials, LLC (Carson, CA)	

- 16) Internet Service for South Texas College Sites:** renew the internet service for South Texas College sites contract with **Smartcom Telephone, LLC** (McAllen, TX), for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$40,932.00;
- 17) Library Materials:** renew the library materials 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 \$205,000.00;

APPENDIX A**Vendors List**

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

- 18) Library Serials:** renew the library serials contract with **EBSCO Information Services, LLC** (Birmingham, AL) for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$55,730.86;

- 19) Science Laboratory Supplies:** renew science laboratory supplies for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of \$400,000.00;

APPENDIX A

Vendors List

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

- 20) Student Insurance:** renew the student insurance contracts with the vendors listed in Appendix A for the period beginning August 26, 2026 through August 25, 2027, at no cost to the College;

APPENDIX A

Insurance Premiums Summary

Student / Faculty Medical Professional Liability Insurance		
A	Vendor	Affinity Insurance Services, Inc.
	Carrier	American Casualty Company of Reading, PA
	Premium	\$25,769.00
	Cost Per Student*	\$10.00 (approximately 2,488 students)
	Limits	\$1,000,000.00 per occurrence \$5,000,000.00 aggregate
	<i>*The cost is paid by the students enrolled in the Nursing and Allied Health and Child Development programs. The College and Faculty are insured parties at no additional cost to the student or to the College.</i>	

B	Voluntary Student Accident Insurance	
	Vendor	Student Assurance Services, Inc.
	Carrier	Ameritas Life Insurance Corp.
	Limit	\$25,000.00
	Coverage/ Premium	School Time: \$45.00 Full-Time Coverage (24 hours): \$90.00 Dental Coverage: \$8.00
	<i>This is a voluntary coverage, and the cost is paid by the students who elect to purchase this coverage.</i>	
C	Workforce Training Programs Student Accident Insurance	
	Vendor	Student Assurance Services, Inc.
	Carrier	Ameritas Life Insurance Corp.
	Premium*	\$750.00 (based on an estimated 433 participants)
	Limit	\$25,000.00
	<i>*The cost is paid by the students. Participants in non-credit Continuing Education Training Programs are automatically enrolled for this coverage.</i>	
D	Business, Public Safety, and Technology Student Accident Insurance	
	Vendor	Student Assurance Services, Inc.
	Carrier	Ameritas Life Insurance Corp.
	Premium*	\$750.00 (based on an estimated 1,942 participants)
	Limit	\$25,000.00
	<i>*The cost is paid by the students. Participants are enrolled in Business, Public Safety & Technology programs.</i>	

Approval on District-Wide Procurement of Technology

Purpose To approve District-Wide Procurement of Technology to transition from the current monthly aggregation procurement process to an annual projected technology equipment procurement approach, with projected annual expenditures.

Justification The College currently aggregates monthly technology purchases for Board of Trustees' approval when total expenditure exceeds \$100,000. Historically, this process has been effective, as vendor quotes were valid for up to sixty (60) days.

Recent market conditions, driven by increased demand for AI-related infrastructure and shifts in global manufacturing priorities, have resulted in reduced availability and significant price volatility in computer components and equipment. As a result, vendor quotes frequently expire prior to Board approval, requiring updated pricing that is often higher than the original quote.

This has resulted in:

1. Cost increases of approximately 15–25% from initial quotes
2. Delays in the procurement and deployment of equipment
3. Increased risk to operational continuity, technology refresh cycles, and cybersecurity readiness due to delayed replacement of aging equipment.

Historical purchasing trends in Appendix A indicate an increase in average unit costs of approximately 20.9% for desktops/towers and 17.5% for laptops from 2024 through 2026 year-to-date, with significant variability in unit pricing.

Estimates for projected annual purchases will be based on prior year purchases and this procurement approach will:

1. Allow immediate action on approved purchase requests
2. Enable purchase orders to be issued prior to vendor quote expiration
3. Reduce exposure to technology price fluctuations
4. Improve delivery timelines and operational readiness

Computer equipment will continue to be procured from authorized vendors, including Apple Inc. and Dell Marketing L.P., through approved cooperative purchasing programs such as the Texas Department of Information Resources (DIR), The Interlocal Purchasing System (TIPS), Choice Partners, OMNIA Partners, and other approved cooperatives, in compliance with applicable procurement regulations.

Enclosed Documents	Appendix A – Technology Equipment Purchase and Pricing Summary (2024 – 2026 Year to Date) Appendix B - Annual Technology Equipment Expenditures
Funding	Funds for this expenditure will be budgeted in the Information Technology and various department budgets for FY 2026 – 2027, pending Board approval of the budget.
Staff Resource	Dr. Jesús Campos, Interim Vice President for Technology, Information & Planning Services Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer Mary Del Paz, Vice President for Finance and Administrative Services Deyadira Leal, Director of Purchasing and Distribution Services
Recommendation	The Committee recommended Board approval on District-Wide Procurement of Technology transition from the current monthly aggregation procurement process to an annual projected technology equipment procurement approach, with projected annual expenditures not to exceed \$1,800,000 for FY 2026 - 2027.

APPENDIX A

Technology Equipment Purchase and Pricing Summary (2024–2026 Year-to-Date)

Laptops			
Year	2024	2025	2026
Units Purchased	373	195	167
Min–Max Unit Price Range	\$1,160.00 – \$8,351.95	\$357.00 – \$3,358.74	\$1,239.68 – \$ 4,724.00
Total Cost	\$685,679.04	\$304,454.42	\$360,719.75
Percentage Change in Average Unit Cost (2024-2026)	+17.5%		

Desktops/Towers			
Year	2024	2025	2026
Units Purchased	1,053	1,090	484
Min–Max Unit Price Range	\$796.07 – \$12,451.05	\$339.00 – \$7,076.01	\$1,056.00 – \$4,179.49
Total Cost	\$1,155,890.31	\$1,145,744.56	\$642,191.62
Percentage Change in Average Unit Cost (2024-2026)	+20.9%		

APPENDIX B

Annual Technology Equipment Expenditures

Year	Total Technology Purchases
2024	\$1,841,569
2025	\$1,450,199
2026 Year to Date	\$1,002,911
2026 - 2027 Projected	\$1,800,000



District-Wide Procurement of Technology Equipment

Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer
Deyadira Leal, Director of Purchasing and Distribution Services
July 14, 2026



1

Technology Market Trends Affecting Pricing and Availability

- AI data centers consume enormous memory capacity, prioritizing high-bandwidth memory
- Major computer memory manufacturers exited consumer memory markets entirely to focus on AI infrastructure
- Computer memory prices quadrupled from \$6.84 to \$27.20 by the end of 2025, directly impacting all computer purchases
- Direct impact to desktop, laptop, and tablet pricing

2

Effects on STC Technology Procurement

Historically:

- IT Department negotiated a set price at the beginning of the Fiscal Year
- Quotes were valid up to 60 days

Now:

- Desktop average unit cost increased 20.9%
- Laptop average unit cost increased 17.5%
- Technology costs have increased while vendor quote validity periods have decreased, reducing the College's ability to lock in pricing prior to Board approval.
- Requoting often results in higher pricing
- Procurement delays affect:
 - Operational readiness
 - Cybersecurity initiatives
 - Equipment replacement schedules

3

Technology Purchasing Trends 2024 – 2026 YTD

Category	2024	2025	2026 YTD
Laptops Purchased	373	195	167
Laptop Cost	\$685,679	\$304,454	\$360,720
Desktops Purchased	1,053	1,090	484
Desktop Cost	\$1,155,890	\$1,145,745	\$642,192

4

Current Process vs. Proposed Process

Current Process

- Quote → Monthly Aggregation → Board Approval → Quote Expires → Requote

Proposed Process

- Annual Board Authorization → Need Identified → Purchase Order Issued → Equipment Delivered

5

Procurement Controls Remain in Place

- Purchases remain subject to budget availability
- Purchases continue through DIR, TIPS, OMNIA, Choice Partners, and other approved cooperatives
- Annual technology purchases will remain within Board-approved budget allocation
- Purchasing and Finance approval processes remain in place

6

Risk of Maintaining Current Process

- Continued quote expirations
- Increased equipment costs
- Delayed deployment of technology
- Delayed replacement of aging devices
- Increased cybersecurity and operational risks

7

Requested Board Action

Approve an annual projected technology equipment procurement approach for FY 2026–2027, with an estimated amount of \$1,800,000 for desktops, laptops, tablets, and related technology equipment, subject to budget availability and applicable procurement requirements.

8



Questions

9

Approval of the Disposal of Surplus Property Valued at \$5,000 and Above

Purpose	Approval of disposal of surplus property valued at \$5,000 and above through a live auction. These assets will be removed, as applicable, from the College's inventory system and general ledger.
Justification	The Fixed Assets Department is requesting approval to dispose of obsolete, damaged, and non-functioning property due to safety concerns and limited storage capacity for surplus items. Surplus property undergoes an evaluation process by the respective departments to determine whether the items are beyond repair and no longer usable within the College district. Once evaluated, departments submit a formal request to have the items removed and relocated to the Central Receiving Warehouse. The items designated for auction are currently stored at South Texas College's Central Receiving Warehouse, located at the Technology Campus. Due to space limitations at the warehouse, the auction is scheduled to take place in Summer 2026 at the auctioneer's designated site.
Additional Information	N/A
Enclosed Documents	1. Disposal Backup Docs Value of 5,000 plus
Funding	N/A
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Deyadria Leal, Director of Purchasing and Distribution Services
Recommendation	The Committee recommended Board approval of the disposal of surplus property valued at \$5,000 and above through a live auction and for these assets to be removed, as applicable, from the College's inventory system and general ledger.

APPENDIX A
SOUTH TEXAS COLLEGE
SURPLUS PROPERTY VALUED AT \$5,000 AND ABOVE - CAPITAL ASSETS - LIST NO. 237
JUNE 8, 2026

#	Pallet	Qty	Description	Ptag	Serial Number	Silver Tag	Purchase Date	Asset Cost	Asset ID	Net Book Value	Condition
1	243	1	15 Ton Roof Top Package Unit w/Mounted Frame	N00021750	BPGD17130100	27002	3/25/2014	\$ 10,000.00	BA-10003587	\$ -	Obsolete
2	244	1	L7x 2022 American LandMaster 4x4 UTV Gator - Unit #195	N00038025	A4PUFYPE1NBA00187	38119	5/24/2022	\$ 17,290.00	BA-10003464	\$ 10,230.01	Obsolete
3	245	1	Demo Dose Med Dispense Medication	N00018531	10-04-1227	19095	7/12/2010	\$ 19,640.00	BA-10001437	\$ -	Damaged

APPENDIX B
SOUTH TEXAS COLLEGE
SURPLUS PROPERTY VALUED AT \$5,000 AND ABOVE - CAPITAL ASSETS COMPONENTS LIST NO. 237A
JUNE 8, 2026

#	Pallet	Qty	Description	Ptag	Serial Number	Silver Tag	Purchase Date	Asset Value	Action	Component Adjustment Amount	Asset ID	Asset Net Book Value	Condition
1	232	1	Lift Ramp (Component of 2018 Chevrolet 4500 Cargo Truck - Unit #168, ST- 37631)	N00033496		37631	3/26/2019	\$ 60,807.74	Replaced with PO-10009607	\$ -	BA-10003441	\$ 22,616.80	Damaged / Replaced
2	233	1	Lift Ramp (Component of 2016 Isuzu Heavy Duty Truck - Unit #88, ST-21826)	N00033496		21826	4/4/2016	\$ 60,970.43	Replaced with PO-10009607	\$ -	BA-10003364	\$ -	Damaged / Replaced
3	234	1	3 Ton Wall Mount AC Unit (Component of PCN Campus PB21 - Offices, ST- 21256)	N00018460		21256	8/18/2010	\$ 57,173.73	Replaced with PO-10003866	\$ -	BA-10002965	\$ -	Damaged / Replaced
4	235	1	3 Ton Wall Mount AC Unit (Component of PCN Campus PB24 - PB20 - Classrooms, ST- 21258)	N00018462		21258	8/18/2010	\$ 57,173.73	Replaced with PO-10005572	\$ -	BA-10002967	\$ -	Damaged / Replaced
5	236	1	Packaged Air Conditioner 10T (Component of PCN Plaza Campus Bldg B and C, ST- 21183)	N00016200	914981681	21183	1/31/2016	\$ 5,420,394.40	Replaced with PO-10010940	\$ -	BA-10000038	\$ 3,842,828.26	Damaged / Replaced
6	237	1	Air Conditioner 10KW 11.0 EER A2L (Component of PCN Campus PB29 - PB25 - Offices, ST- 21264)	N00018468		21264	8/18/2010	\$ 57,173.73	Replaced with PO-10010700	\$ -	BA-10002973	\$ -	Damaged / Replaced
7	238	1	Water Heater 119 Gal HD Electric Commercial (Component of NAH Campus Bldg A, ST- 21199)	6983	TL44229964	21199	8/31/2001	\$ 15,329,573.49	Replaced with PO-10011257	\$ -	BA-10000011	\$ 9,009,054.07	Damaged / Replaced
8	239	1	AC Carrier Unit 50PG-C04-AL50-BV (Component of PCN Plaza Campus Bldg A, ST- 21268)	N00013640	0609G30022	21268	9/12/2005	\$ 3,106,830.12	Replaced with PO-10011529	\$ -	BA-10000032	\$ 2,033,727.11	Damaged / Replaced
9	240	1	Computer Room Air Conditioning System (Component of PCN Campus Bldg M, ST- 21205)	N00016178		21205	7/31/2007	\$ 5,782,122.83	Replaced with PO-10003086	\$ -	BA-10000033	\$ 3,934,553.12	Damaged / Replaced
10	241	1	Computer Room Air Conditioning System (Component of PCN Campus Bldg M, ST- 21205)	N00016178		21205	7/31/2007	\$ 5,782,122.83	Replaced with PO-10003086	\$ -	BA-10000033	\$ 3,934,553.12	Damaged / Replaced
11	242	1	Original Front Bumper with Support Brackets (Component of 2026 Ford F-350 One Ton Pick Up Truck - Unit #242, ST- 45319)			45319	4/16/2026	\$ 59,982.00	Replaced with PO-10011416	\$ -	BA-10026533	\$ 58,982.30	Replaced
13	246	1	Push Bumper (Component of 2023 Dodge Charger Pursuit RWD - Unit #211, ST-30301)	N00040456		30301	8/14/2023	\$ 56,700.00	Replaced with PO-10011163	\$ -	BA-10003479	\$ 40,635.00	Damaged / Replaced
15	249	1	A/C Wall Pack Unit (Component of RCPSE PB6 - Offices, ST-38671)	N00034125		38671	8/27/2019	\$ 66,845.52	Replaced with PO-10011992	\$ -	BA-10002985	\$ 21,167.61	Damaged / Replaced

Approval of the Disposal/Recycle of Technology and Electronic Items with an Original Value of \$5,000 and Above

Purpose	Approval of disposal/recycle of technology and electronic items is being requested for the disposal and recycling of technology and electronic items with an original value of \$5,000 and above. These items will be processed through the Texas Department of Criminal Justice (TDCJ), a State of Texas agency authorized to properly recycle technology and electronic equipment.
Justification	The Fixed Assets Department is requesting approval to dispose of obsolete, damaged, and non-functioning property due to safety concerns and limited storage space for surplus items. As technology and electronic equipment become outdated, fall out of warranty, or cease to operate, they are disposed of in accordance with Policy CIB. Equipment and Supplies Management: Disposal of Property and established departmental procedures. To ensure compliance with Environmental Protection Agency (EPA) regulations, the Texas Department of Criminal Justice (TDCJ) has been selected as the approved disposal method. TDCJ securely wipes all data from devices, recycles usable equipment for inmate training or school donations, and properly disposes of irreparable items. These items have been inspected by Information Technology (IT) and Educational Technologies (ET), and the disposal has been reviewed and approved by the Vice President for Technology, Information and Planning Services, pending Board approval.
Additional Information	
Enclosed Documents	1. Disposal Recycle Asset List #236 TDCJ Over \$5K 3-24-2026 - 2
Funding	N/A
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Deyadria Leal, Director of Purchasing and Distribution Services
Recommendation	The Committee recommended Board approval of the disposal/recycle of technology and electronic items, with an original value of \$5,000 and above, as listed in Appendix A, and for

removal of these assets from the College's inventory and general ledger.

APPENDIX A
SOUTH TEXAS COLLEGE
TECHNOLOGY AND ELECTRONICS FOR DISPOSAL/RECYCLE VALUED AT \$5,000 AND ABOVE - LIST # 236
JULY 28, 2026

#	Pallet	Qty	Description	Serial Number	Silver Tag	Purchase Date	Asset Cost	Asset ID	Net Book Value	Condition
1	D-1	1	Extron System 5 IP Media Switcher - Ptag 000012293 (This item was listed on inventory list 222 and was disposed of on February 23, 2026. Board approval is required to complete the record for capital disposals.)	816766030	0000010192	12/15/2004	\$ 5,207.55	BA-10001249	\$ -	Obsolete
2	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012809		14275	12/13/2005	\$ 3,977.00	BA-10000073	\$ -	Obsolete
3	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012810		16749	12/13/2005	\$ 3,977.00	BA-10000074	\$ -	Obsolete
4	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012805	10093181	16752	12/13/2005	\$ 3,977.00	BA-10000069	\$ -	Obsolete
5	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012813	1120421	16984	12/13/2005	\$ 3,977.00	BA-10000075	\$ -	Obsolete
6	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012808	6132944	17114	12/13/2005	\$ 3,977.00	BA-10000072	\$ -	Obsolete
7	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012815	3121292	19925	12/13/2005	\$ 3,977.00	BA-10000077	\$ -	Obsolete
8	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012806	8144037	20540	12/13/2005	\$ 3,977.00	BA-10000070	\$ -	Obsolete
9	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012816	6123385	20778	12/13/2005	\$ 3,977.00	BA-10000078	\$ -	Obsolete
10	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012807	4131672	20789	12/13/2005	\$ 3,977.00	BA-10000071	\$ -	Obsolete
11	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012814	8144040	24151	12/13/2005	\$ 3,977.00	BA-10000076	\$ -	Obsolete
12	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012802	10093200	26861	12/13/2005	\$ 3,977.00	BA-10000066	\$ -	Obsolete
13	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012804	5142339	26929	12/13/2005	\$ 3,977.00	BA-10000068	\$ -	Obsolete
14	53	1	IQ100 Intell Clock Bio-Metric (Finger Sensor) - Ptag N00012803	1003184	16751	12/13/2005	\$ 3,977.00	BA-10000067	\$ -	Obsolete
15	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014678		14083	6/16/2006	\$ 3,977.00	BA-10000092	\$ -	Obsolete
16	53	1	Intell IQ1000 Clock and Ethernet Modules - Ptag N00014667		16116	6/16/2006	\$ 3,977.00	BA-10000082	\$ -	Obsolete
17	53	1	Intell IQ1000 Clock and Ethernet Modules - Ptag N00014668	2110507	16117	6/16/2006	\$ 3,977.00	BA-10000083	\$ -	Obsolete
18	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014672	6132943	17137	6/16/2006	\$ 3,977.00	BA-10000086	\$ -	Obsolete
19	53	1	Intell IQ1000 Clock and Ethernet Modules - Ptag N00014663	3121329	17394	6/16/2006	\$ 3,977.00	BA-10000079	\$ -	Obsolete
20	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014671		17404	6/16/2006	\$ 3,977.00	BA-10000085	\$ -	Obsolete
21	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014673		17407	6/16/2006	\$ 3,977.00	BA-10000087	\$ -	Obsolete
22	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014674		17409	6/16/2006	\$ 3,977.00	BA-10000088	\$ -	Obsolete
23	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014676		17411	6/16/2006	\$ 3,977.00	BA-10000090	\$ -	Obsolete
24	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014677		17412	6/16/2006	\$ 3,977.00	BA-10000091	\$ -	Obsolete
25	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014679		17418	6/16/2006	\$ 3,977.00	BA-10000093	\$ -	Obsolete
26	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014682		17421	6/16/2006	\$ 3,977.00	BA-10000096	\$ -	Obsolete
27	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014683		17422	6/16/2006	\$ 3,977.00	BA-10000097	\$ -	Obsolete
28	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014684		17423	6/16/2006	\$ 3,977.00	BA-10000098	\$ -	Obsolete
29	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014675	2130959	20541	6/16/2006	\$ 3,977.00	BA-10000089	\$ -	Obsolete
30	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014681	6123399	20777	6/16/2006	\$ 3,977.00	BA-10000095	\$ -	Obsolete
31	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014685	10134830	22468	6/16/2006	\$ 3,977.00	BA-10000099	\$ -	Obsolete
32	53	1	Intell IQ1000 Clock and Ethernet Modules - Ptag N00014665	11135057	22469	6/16/2006	\$ 3,977.00	BA-10000081	\$ -	Obsolete
33	53	1	Intell IQ1000 Clock and Ethernet Modules - Ptag N00014664	6123946	22470	6/16/2006	\$ 3,977.00	BA-10000080	\$ -	Obsolete
34	53	1	Intell IQ1000 Clock and Ethernet Modules - Ptag N00014670	2120523	25851	6/16/2006	\$ 3,977.00	BA-10000084	\$ -	Obsolete
35	53	1	Intell IQ1000 Clock with Biometric Sensor (Finger) - Ptag N00014680	5142342	26930	6/16/2006	\$ 3,977.00	BA-10000094	\$ -	Obsolete
36	52	1	Brocade 300 8-16-24 Port FC4 Switch - Ptag N00017477	ALJ0609E09H	17922	4/14/2009	\$ 8,000.00	BA-10000104	\$ -	Obsolete
37	52	1	Brocade 300 8-16-24 Port FC4 Switch - Ptag N00017478	ALJ0612E0ZW	17923	4/14/2009	\$ 8,000.00	BA-10000105	\$ -	Obsolete
38	52	1	Extron MLC 226 IP DV+ Media Link Controller for Starr Rural Tech Center Room 106 - Ptag N00017805 with Extron MLS 406SA Media Link Switcher, Smart Symposium ID350 Interactive Pen Display, Lumens PS660 Visual Presenter	A08B30L, A07S209, 9GFP00221, P04B03672	18275	1/15/2010	\$12,521.26	BA-10001416	\$ -	Incomplete
39	52	1	Extron MLC 226 IP DV+ Media Link Controller for Starr Rural Tech Center Room 103 - Ptag N00017803 with Extron MLS 406SA Media Link Switcher, Smart Symposium ID350 Interactive Pen Display	A08B30R, A07S21B, 9GFP00415	18262	1/15/2010	\$12,521.25	BA-10001414	\$ -	Incomplete
40	52	1	Extron MLC 226 IP DV+ Media Link Controller for Starr Rural Tech Center Room 105 - Ptag N00017804 with Extron MLS 406SA Media Link Switcher, Smart Symposium ID350 Interactive Pen Display, Lumens PS660 Visual Presenter, Panasonic PT-F300 LCD Projector	A08B30U, A07WTVF, 9GFP00232, P04B03728, SC9620323	18267	1/15/2010	\$12,521.25	BA-10001415	\$ -	Incomplete
41	52	1	Extron MLC 226 IP DV+ Media Link Controller for Starr Rural Tech Center Room 102 - Ptag N00017802 with Extron MLS 406SA Media Link Switcher, Smart Symposium ID350 Interactive Pen Display, Extron Media Link Controller Box	A08D17W, A07WTVW, 9GFP00236, A063LP3	18256	1/15/2010	\$13,492.61	BA-10001413	\$ -	Incomplete
42	52	1	Extron MLC 226 IP DV+ Media Link Controller for Starr Rural Tech Center Room 101 - Ptag N00017801 with Extron MLS 406SA Media Link Switcher, Smart Symposium ID350 Interactive Pen Display, Lumens PS660 Visual Presenter	A08BY5I, A07WTU3, 9GFP00230, P04B03711	18233	1/15/2010	\$14,101.84	BA-10001412	\$ -	Incomplete
43	52	1	Panasonic PT-FW430 LCD Projector - Ptag N00019282	SC1416209	19868	8/23/2011	\$ 5,855.13	BA-10001485	\$ -	Incomplete
44	52	1	Extron MLS 608 D Media Switcher - Ptag N00020037	A0J0V57	20221	2/3/2012	\$ 7,796.55	BA-10001490	\$ -	Obsolete
45	52	1	Extron MLS 608 D MediaLink Switcher - Ptag N00020056	A0J7L7U	20263	2/3/2012	\$ 7,796.55	BA-10001508	\$ -	Obsolete
46	52	1	Extron MLS 608 D MediaLink Switcher - Ptag N00020046	A0J0V51	20212	2/3/2012	\$ 7,796.55	BA-10001499	\$ -	Obsolete
47	52	1	Extron MLS 608 D Eight Input with ProDSP MediaLink Switcher - Ptag N00020306	A0LMP8V	20578	6/13/2012	\$ 7,765.88	BA-10001525	\$ -	Obsolete
48	52	1	Extron MLS 608 D Eight Input with ProDSP MediaLink Switcher - Ptag N00020302	A0LMP8N	20767	6/13/2012	\$ 7,765.88	BA-10001521	\$ -	Obsolete
49	52	1	Extron MLS 608 D Eight Input Switcher with ProDSP - Ptag N00020305	A0LMP8R	20601	6/13/2012	\$ 7,765.88	BA-10001524	\$ -	Incomplete
50	52	1	Extron MLS 608 D Eight Input with ProDSP MediaLink Switcher - Ptag N00020301	A0LMP92	20764	6/13/2012	\$ 7,765.88	BA-10001520	\$ -	Obsolete
51	52	1	Panasonic PT-DW740 WXGA 1DLP Projector - Ptag N00021717	SH3556015	26944	11/25/2013	\$ 7,058.00	BA-10001641	\$ -	Obsolete
52	52	1	Start Smart Computer Learning Center - Donation - Ptag N00023969	1108262015035	23501	8/20/2015	\$ 5,419.92	BA-10003574	\$ -	Obsolete
53	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024323	1602149	21835	2/29/2016	\$ 2,249.00	BA-10000321	\$ -	Obsolete
54	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024289	1602101	25231	2/29/2016	\$ 2,249.00	BA-10000287	\$ -	Obsolete
55	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024290	1602104	25232	2/29/2016	\$ 2,249.00	BA-10000288	\$ -	Obsolete
56	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024291	1602117	25233	2/29/2016	\$ 2,249.00	BA-10000289	\$ -	Obsolete
57	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024293	1602125	25236	2/29/2016	\$ 2,249.00	BA-10000291	\$ -	Obsolete

APPENDIX A
SOUTH TEXAS COLLEGE
TECHNOLOGY AND ELECTRONICS FOR DISPOSAL/RECYCLE VALUED AT \$5,000 AND ABOVE - LIST # 236
JULY 28, 2026

#	Pallet	Qty	Description	Serial Number	Silver Tag	Purchase Date	Asset Cost	Asset ID	Net Book Value	Condition
58	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024294	1602130	25241	2/29/2016	\$ 2,249.00	BA-10000292	\$ -	Obsolete
59	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024295	1602053	25242	2/29/2016	\$ 2,249.00	BA-10000293	\$ -	Obsolete
60	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024296	1602122	25243	2/29/2016	\$ 2,249.00	BA-10000294	\$ -	Obsolete
61	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024297	1602103	25244	2/29/2016	\$ 2,249.00	BA-10000295	\$ -	Obsolete
62	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024299	1602054	25246	2/29/2016	\$ 2,249.00	BA-10000297	\$ -	Obsolete
63	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024300	1602116	25247	2/29/2016	\$ 2,249.00	BA-10000298	\$ -	Obsolete
64	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024301	1602124	25248	2/29/2016	\$ 2,249.00	BA-10000299	\$ -	Obsolete
65	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024302	1602111	25250	2/29/2016	\$ 2,249.00	BA-10000300	\$ -	Obsolete
66	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024303	1602045	25254	2/29/2016	\$ 2,249.00	BA-10000301	\$ -	Obsolete
67	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024304	1602114	25261	2/29/2016	\$ 2,249.00	BA-10000302	\$ -	Obsolete
68	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024305	1602128	25262	2/29/2016	\$ 2,249.00	BA-10000303	\$ -	Obsolete
69	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024306	1602121	25263	2/29/2016	\$ 2,249.00	BA-10000304	\$ -	Obsolete
70	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024307	1602100	25269	2/29/2016	\$ 2,249.00	BA-10000305	\$ -	Obsolete
71	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024312	1602066	25271	2/29/2016	\$ 2,249.00	BA-10000310	\$ -	Obsolete
72	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024313	1602058	25272	2/29/2016	\$ 2,249.00	BA-10000311	\$ -	Obsolete
73	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024314	1602146	25273	2/29/2016	\$ 2,249.00	BA-10000312	\$ -	Obsolete
74	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024308	1602057	25274	2/29/2016	\$ 2,249.00	BA-10000306	\$ -	Obsolete
75	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024315	1602067	25275	2/29/2016	\$ 2,249.00	BA-10000313	\$ -	Obsolete
76	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024309	1602150	25276	2/29/2016	\$ 2,249.00	BA-10000307	\$ -	Obsolete
77	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024310	1602060	25277	2/29/2016	\$ 2,249.00	BA-10000308	\$ -	Obsolete
78	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024316	1602055	25278	2/29/2016	\$ 2,249.00	BA-10000314	\$ -	Obsolete
79	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024311	1602044	25279	2/29/2016	\$ 2,249.00	BA-10000309	\$ -	Obsolete
80	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024318	1602173	25281	2/29/2016	\$ 2,249.00	BA-10000316	\$ -	Obsolete
81	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024319	1602145	25282	2/29/2016	\$ 2,249.00	BA-10000317	\$ -	Obsolete
82	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024321	1602065	25284	2/29/2016	\$ 2,249.00	BA-10000319	\$ -	Obsolete
83	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024322	1602046	25285	2/29/2016	\$ 2,249.00	BA-10000320	\$ -	Obsolete
84	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024324	1602069	25287	2/29/2016	\$ 2,249.00	BA-10000322	\$ -	Obsolete
85	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024325	1602061	25288	2/29/2016	\$ 2,249.00	BA-10000323	\$ -	Obsolete
86	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024326	1602148	25289	2/29/2016	\$ 2,249.00	BA-10000324	\$ -	Obsolete
87	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024327	1602062	25290	2/29/2016	\$ 2,249.00	BA-10000325	\$ -	Obsolete
88	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024328	1602056	25291	2/29/2016	\$ 2,249.00	BA-10000326	\$ -	Obsolete
89	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024292	1836470	27832	2/29/2016	\$ 2,249.00	BA-10000290	\$ -	Obsolete
90	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024298	1508149	42398	2/29/2016	\$ 2,249.00	BA-10000296	\$ -	Obsolete
91	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024317	1602073	25280	2/29/2016	\$ 2,249.00	BA-10000315	\$ -	Obsolete
92	53	1	Biometric Finger Recognition - BIO RDT Touch 400 TimeClock - Ptag N00024320	1602059	25283	2/29/2016	\$ 2,249.00	BA-10000318	\$ -	Obsolete
93	52	1	Panasonic PT- DZ780 Data/Video Projector - Ptag N00024975	SH6320190	29275	8/31/2016	\$ 8,553.44	BA-10001792	\$356.37	Obsolete
94	52	1	Panasonic PT- DZ780 Data/Video Projector - Ptag N00024976	SH6330047	29276	8/31/2016	\$ 8,553.44	BA-10001793	\$356.37	Obsolete
95	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029015	1750033	31616	1/24/2018	\$ 2,455.03	BA-10000457	\$ -	Obsolete
96	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029016	1750046	31630	1/24/2018	\$ 2,455.03	BA-10000458	\$ -	Obsolete
97	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029017	1750042	31631	1/24/2018	\$ 2,455.03	BA-10000459	\$ -	Obsolete
98	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029018	1750075	31632	1/24/2018	\$ 2,455.03	BA-10000460	\$ -	Obsolete
99	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029019	1750072	31633	1/24/2018	\$ 2,455.03	BA-10000461	\$ -	Obsolete
100	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029020	1750047	31634	1/24/2018	\$ 2,455.03	BA-10000462	\$ -	Obsolete
101	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029021	1750051	31635	1/24/2018	\$ 2,455.03	BA-10000463	\$ -	Obsolete
102	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029022	1750078	31637	1/24/2018	\$ 2,455.03	BA-10000464	\$ -	Obsolete
103	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029023	1750074	31640	1/24/2018	\$ 2,455.03	BA-10000465	\$ -	Obsolete
104	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029024	1750036	31641	1/24/2018	\$ 2,455.03	BA-10000466	\$ -	Obsolete
105	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029025	1750076	31646	1/24/2018	\$ 2,455.03	BA-10000467	\$ -	Obsolete
106	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029026	1750070	31653	1/24/2018	\$ 2,455.03	BA-10000468	\$ -	Obsolete
107	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029028	1750073	31655	1/24/2018	\$ 2,455.03	BA-10000470	\$ -	Obsolete
108	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029029	1750043	31656	1/24/2018	\$ 2,455.03	BA-10000471	\$ -	Obsolete
109	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029030	1750053	31657	1/24/2018	\$ 2,455.03	BA-10000472	\$ -	Obsolete
110	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029031	1750048	31658	1/24/2018	\$ 2,455.03	BA-10000473	\$ -	Obsolete
111	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029032	1750049	31659	1/24/2018	\$ 2,455.03	BA-10000474	\$ -	Obsolete
112	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029033	1750040	31661	1/24/2018	\$ 2,455.04	BA-10000475	\$ -	Obsolete
113	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029034	1750045	31662	1/24/2018	\$ 2,455.04	BA-10000476	\$ -	Obsolete
114	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029035	1750077	31677	1/24/2018	\$ 2,455.04	BA-10000477	\$ -	Obsolete
115	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029036	1750050	31685	1/24/2018	\$ 2,455.04	BA-10000478	\$ -	Obsolete
116	53	1	Bio RDT Touch 400 TimeClock - Ptag N00029027	1705143	37200	1/24/2018	\$ 2,455.03	BA-10000469	\$ -	Obsolete
117	52	1	GPU Powerstation - FRED System - Ptag N00032841	G018A041710	30918	11/8/2018	\$ 8,743.87	BA-10000586	\$ -	Incomplete
118	52	1	Forensic Recovery of Evidence Device (FRED) DX - Ptag N00032842	1203A5R80375340281	33912	11/16/2018	\$ 11,799.00	BA-10000587	\$ -	Incomplete
119	52	1	KIC Click Mini Scanner - Ptag N00034931	185248367	32153	5/11/2020	\$ 5,096.00	BA-10000691	\$ -	Obsolete
120	51	1	KIC Click Mini Scanner - Ptag N00035603	195858365	49185	12/15/2020	\$ 5,016.33	BA-10003574	\$ -	Obsolete
121	51	1	KIC Click Mini Scanner - Ptag N00035605	195954924	49191	12/15/2020	\$ 5,016.33	BA-10003574	\$ -	Obsolete
122	51	1	KIC Click Mini Scanner - Ptag N00035604	195952708	49192	12/15/2020	\$ 5,016.33	BA-10003574	\$ -	Obsolete

Review and Recommend Action on the Disposal of Metal Surplus Property Valued at \$5,000 and Above

Purpose	Approval of the disposal of metal surplus property valued at \$5,000 and above through recycling, as identified in Appendices A and B. These assets will be removed, as applicable, from the College's inventory system and general ledger.
Justification	The Fixed Assets Department is requesting approval to dispose of two surplus signage assets: the South Texas College Higher Education Center–La Joya metal sign, which was removed from the La Joya site at the request of La Joya Independent School District, and the retired logo and illuminated letters from the Ann Richards Administration Building, which were replaced with the College's new logo and LED illuminated signage. Because these assets display the College's official logo and branding, they are not suitable for auction or public sale in their current form. To prevent unauthorized use of the institution's trademarks and identity, the signage components will be securely destroyed (shredded) and recycled in accordance with established asset disposal procedures. All applicable components will be disposed of in compliance with College procedures and environmental guidelines.
Enclosed Documents	Appendix A - STC Logo and LED Illuminated Sign Removed from La Joya Higher Education Center Appendix B - Retired STC Logo and Illuminated Letters Removed from the Ann Richards Administration Building (Component)
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Deyadria Leal, Director of Purchasing and Distribution Services
Recommendation	The Committee recommends Board approval of the disposal of metal surplus property valued at \$5,000 and above through recycling and authorization to remove these assets, as applicable, from the College's inventory system and general ledger.

APPENDIX A

Description	STC Logo and LED Illuminated Sign for La Joya Higher Education Center
Ptag	N00035076
Asset ID	BA-10002404
Silver Tag	42430
Purchase Date	7/23/2020
Asset Value	\$15,600.00
Depreciation	\$9,360.00
Asset Net Book Value	\$6,240.00

APPENDIX B

Description	Retired STC Logo and Illuminated Letters for the Ann Richards Administration Building (Component)
Ptag	000005750
Asset ID	BA-10000005
Silver Tag	21190
Purchase Date	8/31/2000
Asset Value	\$12,927,406.50
Depreciation	\$5,826,678.51
Asset Net Book Value	\$7,100,730.99
Component Adjustment Amount	\$20,049.80

Discussion and Action as Necessary on Organizational Culture Climate Survey Post-Survey Services

Purpose To approve Organizational Culture Climate Survey (Climate Survey) post-survey services with People Element.

Justification Following the completion of the Climate Survey, the College will utilize the survey results to identify strengths and opportunities, communicate the results, establish college-wide priorities, and develop actionable deliverables.

People Element offers two levels of post-survey support services to facilitate the translation of survey results into meaningful actions. Services include but are not limited to strategy alignment, messaging and communication development, data cascade, action planning, and progress reviews.

Administration recommends Board approval of Option 1 for post-survey services with People Element as follows below:

Option 1: Strategic Partnership (\$10,000)	Option 2: Guided Self Service (\$5,000)
Comprehensive support that includes hands-on guidance and facilitation throughout the post-survey follow-up and action planning process • Project Kickoff and Strategy Alignment • Communications Meeting • Data Cascade and Accountability Framework • Action Planning Facilitation • Ongoing Consulting Support • Project Recap and Future Planning	A clear roadmap accompanied by periodic expert guidance while College staff manage the majority of implementation internally. • Project Kickoff and Roadmap Development • Ongoing Consulting Support • Project Recap and Next Survey Preparation

Climate Survey historical timeline:

- September 23, 2025: The Board of Trustees approved conducting an employee Climate Survey and assessing services in Fiscal Year 2026.
- November 25, 2025: Administration presented an update to the Board of Trustees to request guidance and feedback regarding the focus, themes, and questions to be included in the Climate Survey.
- January 27, 2026: Administration presented an update regarding the vendor selected to conduct the Climate Survey.

- February 19, 2026: To provide an update regarding the fiscal year 2026 Organizational Culture Climate Survey.
- March 23, 2026: The Climate Survey commenced and was distributed to employees and remained open through April 10, 2026.
- May 26, 2026: The survey results were presented to the Board of Trustees by the Senior People Experience Analyst from People Element.
- July 7, 2026: The survey results were presented to the Board of Trustees by the Senior People Experience Analyst from People Element.

Enclosed Documents

Appendix A – People Element: Employee Engagement Strategy
Appendix B – South Texas College Preliminary Proposed Next Steps

Staff Resource

Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation

The Committee recommends Board approval of the Organizational Culture Climate Survey post-survey services with People Element, as presented.



EMPLOYEE ENGAGEMENT STRATEGY

Engagement Survey

Follow-Up Strategy 2026

A practical roadmap for turning survey results into visible, accountable action.

PREPARED FOR
South Texas College

PREPARED BY
People Element

DATE
June 2026

CONFIDENTIAL · Prepared exclusively for South Texas College

FOLLOW-UP ROADMAP

1. Post-Survey Communication

OBJECTIVE

Maintain transparency, reinforce trust in the process, and demonstrate commitment to acting on employee feedback.

REQUIRED SUPPORT

- Internal project champion
- Communications and/or Marketing team
- Executive sponsor(s)

A. INITIAL POST-SURVEY COMMUNICATION

Following survey close:

- Thank employees for their participation and feedback.
- Reinforce the purpose and value of the engagement survey.
- Remind employees that responses are confidential.
- Communicate next steps and set expectations for how results will be shared and action planning will occur.

B. SHARE RESULTS & OUTLINE THE ACTION PLAN

Once survey results have been reviewed:

- Share results at an appropriate level of detail for the organization.
- Highlight key strengths, opportunities, and themes identified in the data.
- Communicate the organization's approach to action planning.
- Establish expectations for ongoing updates and progress reporting.

C. ONGOING ACTION UPDATES

Throughout the year:

- Regularly communicate actions being taken in response to employee feedback.
- Highlight completed initiatives and progress made.
- Reinforce the connection between employee input and organizational decisions.
- Celebrate successes and maintain visibility into ongoing efforts.

2. Action Planning

OBJECTIVE

Create accountability and drive meaningful improvements based on employee feedback.

REQUIRED SUPPORT

- Internal project champion
- Executive sponsor(s)
- Cross-functional leaders and teams responsible for implementation

GOVERNANCE & OWNERSHIP

- Define the overall action planning structure and process.
- Assign clear ownership for each priority area.
- Establish accountability measures and progress tracking.

DATA DISTRIBUTION

- Cascade survey results to the appropriate leaders and teams.
- Ensure managers receive the insights necessary to address team-specific opportunities.

PLANNING & PRIORITIZATION

- Identify organization-wide priorities and department-level focus areas.
- Form working groups or cross-functional teams to support key initiatives.
- Develop action plans with measurable goals, timelines, and owners.

IMPLEMENTATION & MONITORING

- Execute action plans and monitor progress regularly.
- Review outcomes with leadership and stakeholders.
- Adjust plans as needed based on feedback and changing business priorities.

3. Pre-Survey Communication for the Next Survey Cycle

OBJECTIVE

Build credibility, increase participation, and demonstrate that employee feedback leads to meaningful action.

REQUIRED SUPPORT

- Internal project champion
- Communications and/or Marketing team
- Executive sponsor(s)

PRE-SURVEY COMMUNICATION FOR NEXT CYCLE

- Announce the upcoming survey and its purpose.
- Remind employees why their feedback is important.
- Highlight actions taken as a result of feedback from the previous survey.
- Share progress made on key initiatives and improvements.
- Reinforce confidentiality and encourage participation.
- Communicate survey dates and expectations.

SUPPORT OPTIONS

Choose the Level of Partnership That Fits Your Organization

Both options include expert People Experience Analyst support to guide your engagement follow-up.

Option 1: Strategic Partnership

Investment: \$10,000

Hands-on guidance and facilitation throughout the survey follow-up and action planning process.

Project Kickoff & Strategy Alignment

- Reviewing the overall engagement follow-up strategy
- Defining the action planning framework
- Identifying key roles and responsibilities
- Establishing timelines, expectations, and next steps

Communications Meeting

- Develop a communication strategy for the follow-up initiatives
- Align messaging with organizational goals
- Establish communication timelines and responsibilities
- Ensure employees receive consistent updates throughout the process

Data Cascade & Accountability Framework

- Determining data access and distribution
- Identifying accountable leaders and teams
- Establishing expectations and success measures
- Providing guidance on available resources and support

Action Planning Facilitation (Up to 2 Sessions)

- Prioritizing opportunities identified through survey results
- Developing actionable initiatives
- Assigning ownership and accountability
- Establishing implementation timelines

Ongoing Consulting Support

- Up to three (3) one-hour consulting sessions for guidance, problem-solving, or progress reviews

Project Recap & Future Planning

- Review progress and actions taken
- Assess overall impact
- Identify lessons learned
- Begin planning communications and strategy for the next survey cycle

Option 2: Guided Self-Service

Investment: \$5,000

A clear roadmap and periodic expert guidance while managing the majority of implementation internally.

Project Kickoff & Roadmap Development

- Review survey follow-up best practices
- Outline a recommended action planning framework
- Clarify roles, responsibilities, and expectations
- Provide a roadmap for implementation

Ongoing Consulting Support

- Up to three (3) one-hour consulting sessions to address questions, review progress, and provide strategic guidance

Project Recap & Next Survey Preparation

- Review progress and actions taken
- Discuss successes and opportunities for improvement
- Discuss key messaging and lessons learned for the next survey cycle

Please reach out with any questions.

Appendix B – South Texas College Preliminary Proposed Next Steps

People Element – Strategic Partnership	College Preliminary Proposed Next Steps
Project Kickoff and Strategy Alignment • Reviewing the overall engagement follow-up strategy • Defining the action planning framework • Identifying key roles and responsibilities • Establishing timelines, expectations, and next steps	• Establish a clear and aligned approach for engagement follow-up activities by defining the strategic direction, action planning framework, roles, responsibilities, timelines, and expectations • Identification of the Senior Project Champion • External Facilitator: People Element • Internal Facilitator: Human Resources-Employee Relations and Business Process and Accountability • Create a survey action team to determine the framework, analyze the results, and develop timeline
Communications Meeting • Develop a communication strategy for the follow-up initiatives • Align messaging with organizational goals • Establish communication timelines and responsibilities • Ensure employees receive consistent updates throughout the process	• The survey action team and the facilitators will create a communication plan outlining objectives, target audiences, key messages, communication channels, and desired outcomes for follow-up initiatives.
Data Cascade and Accountability Framework • Determining data access and distribution • Identifying accountable leaders and teams • Establishing expectations and success measures • Providing guidance on available resources and support	• The survey action team, external and internal facilitators will establish a structured framework for distributing engagement data, assigning accountability, setting performance expectations, and ensuring the College President and Vice Presidents have the resources needed to drive action and measurable outcomes. • Provide engagement results in a standardized format and facilitate discussions to align success measures, college goals, and accountability for follow-up actions.

People Element – Strategic Partnership	College Preliminary Proposed Next Steps
Action Planning Facilitation • Prioritizing opportunities identified through survey results • Developing actionable initiatives • Assigning ownership and accountability • Establishing implementation timelines	• The survey action team, external and internal facilitators, and the College President and Vice Presidents will evaluate survey results to identify key themes, strengths, gaps, and areas requiring improvement.
Ongoing Consulting Support • Consulting sessions for guidance, problem-solving, or progress reviews	• The survey action team, external and internal facilitators, will establish recurring meetings to discuss guidance needs, challenges, and project status.
Project Recap & Future Planning • Review of progress and actions taken • Assess overall impact • Identify lessons learned • Begin planning communications and strategy for the next survey cycle	• The survey action team, internal facilitators, and the College President and Vice Presidents will evaluate the lessons learned and establish a strategic foundation for the next survey cycle.

Approval to Carry Forward the Remaining Previously Approved JagReconnect Adult Promise Funds for FY 2026 – 2027

Purpose	To carry forward the remaining previously approved institutional funding for the JagReconnect Adult Promise Program into FY 2026 – 2027, in order to fulfill South Texas College's matching fund commitment under the Rio-South Texas Education and Community Development Foundation (RSTEF) grant agreement.
Justification	In Fiscal Year 2025 – 2026, the Board of Trustees approved \$125,000 in institutional funding to support the JagReconnect Adult Promise Program as a required dollar-for-dollar match to a \$125,000 grant awarded by the Rio-South Texas Education and Community Development Foundation (RSTEF). The RSTEF grant period extends through January 31, 2027; however, South Texas College's fiscal year concludes on August 31, 2026. Under the terms of the grant agreement, the College is required to continue providing matching scholarship funds to eligible students through the end of the grant period. Approval of this request will allow the College to carry forward and utilize the remaining institutional matching funds during Fiscal Year 2026–2027, ensuring compliance with grant requirements and uninterrupted support for adult learners participating in the JagReconnect Adult Promise Program. The JagReconnect Adult Promise Program provides last-dollar financial assistance and student support services to assist former students and adult learners in returning to college and completing a credential. Continued funding through January 2027 will allow the College to maximize the impact of the RSTEF investment while advancing institutional goals related to student re-enrollment, persistence, and completion. At the July 22, 2025 Board Meeting, the Board approved the use of Valley Promise Funds for Fiscal Year 2025 – 2026.
Funding	Funds will be carried forward from approved FY 2025 – 2026 funding.
Recommendation	The Committee recommends Board approval to carry forward the remaining previously approved JagReconnect Adult Promise Program matching funds, in an amount not to exceed \$51,235.95, into FY 2026 – 2027.

**Review and Recommend Action to Carry Forward the Previously Approved
Remaining Valley Promise Funds into Fiscal Year 2026 - 2027**

Purpose	To carry forward the previously approved remaining Valley Promise Funds into Fiscal Year 2026 – 2027.
Justification	The Valley Promise Program serves as a key enrollment and student success initiative designed to reduce financial barriers and support college access for eligible students. During Fiscal Year 2025 - 2026, a portion of the funds originally allocated for student awards remained unexpended due to changes in student eligibility, enrollment decisions, and the availability of other financial aid resources. Administration recommends carrying forward the remaining balance of \$93,595.85 from Fiscal Year 2025 - 2026 into Fiscal Year 2026 - 2027 to continue supporting eligible Valley Promise students. This action will maximize the use of previously approved funds while continuing to advance the College's enrollment, access, and student success goals. At the July 22, 2025 Board Meeting, the Board approved the use of Valley Promise Funds for Fiscal Year 2025 – 2026.
Funding	Funds will be carried forward from approved FY 2025 – 2026 funding.
Staff Resource	Dr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management
Recommendation	The Committee recommends Board approval to carry forward the previously approved remaining Valley Promise funds into Fiscal Year 2026 - 2027 in the amount of \$93,595.85, to support eligible students and continue advancing the College's enrollment and student success initiatives.

Approval on Revisions to Employee Compensation Plan for FY 2026 – 2027

Purpose	To approve revisions to the pay grades for two (2) Executive Administrative Professional (EAP) positions in the Employee Compensation Plan for Fiscal Year 2026 – 2027.
Justification	The revisions are necessary to properly place two (2) positions within the EAP pay grade structure by revising pay grades 6, 7, and 8 to align with internal pay parity. On June 23, 2026 Board Meeting, the Board approved the Compensation Plan for FY 2026 – 2027
Enclosed Documents	Appendix A – EAP Pay Grades 6, 7, and 8
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 Alicia Correa, Director of Human Resources – Benefits and Compensation
Recommendation	The Committee recommends Board approval of the revisions to the pay grades for two (2) Executive Administrative Professional (EAP) positions in the Employee Compensation Plan for Fiscal Year 2026 – 2027 as presented.

EXECUTIVE ADMINISTRATIVE PROFESSIONAL PAY GRADES FY 2026-2027

Pay Grade	Position Title	Minimum	Midpoint	Maximum
6		\$74,879	\$92,443	\$110,008
	• Manager – Academic Affairs and Economic Development • Manager – Employee Relations • Manager – Finance and Administrative Services • Manager – Risk • Manager – Talent Development • Manager – Workforce Contract • Officer – Senior Management and Compliance • Senior Facilities Project Manager			
7		\$80,870	\$99,839	\$118,808
	• Officer – Talent Acquisition and Development • Senior Manager – Accounting Group • Senior Manager – Benefits • Senior Manager – Budget • Senior Manager – Business Process and Accountability • Senior Manager – Compensation and Payroll • Senior Manager – Student Accounts • Senior Manager – Talent Acquisition			
8		\$85,018	\$104,961	\$124,903
	• Administrator – Academic Support Programs • Assistant Director – Centers for Learning Excellence • Assistant Director – Educational Technologies • Assistant Director – Institutional Reporting • Manager – Facility Planning and Construction Projects • Officer – Academic Initiatives • Officer – Academic Operations • Officer – Contracts and Regulatory Resources/Title IX & 504 Coordinator • Officer – Employee Relations • Officer – Financial Information Systems • Officer – Human Resources Information Systems • Police Lieutenant			

EXECUTIVE ADMINISTRATIVE PROFESSIONAL PAY GRADES FY 2026-2027

Pay Grade	Position Title	Minimum	Midpoint	Maximum
6		\$74,879	\$92,443	\$110,008

- Manager – Academic Affairs and Economic Development
- Manager – Employee Relations
- Manager – Facilities Planning and Construction Projects
- Manager – Finance and Administrative Services
- Manager – Risk
- Manager – Talent Development
- Manager – Workforce Contract
- Officer – Senior Management and Compliance

7		\$80,870	\$99,839	\$118,808
---	--	----------	----------	-----------

- Officer – Talent Acquisition and Development
- Senior Manager – Accounting Group
- Senior Manager – Benefits
- Senior Manager – Budget
- Senior Manager – Business Process and Accountability
- Senior Manager – Compensation and Payroll
- Senior Manager – Facilities Project
- Senior Manager – Student Accounts
- Senior Manager – Talent Acquisition

8		\$85,018	\$104,961	\$124,903
---	--	----------	-----------	-----------

- Administrator – Academic Support Programs
- Assistant Director – Centers for Learning Excellence
- Assistant Director – Educational Technologies
- Assistant Director – Institutional Reporting
- Officer – Academic Initiatives
- Officer – Academic Operations
- Officer – Contracts and Regulatory Resources/Title IX & 504 Coordinator
- Officer – Employee Relations
- Officer – Financial Information Systems
- Officer – Human Resources Information Systems
- Police Lieutenant

Approval on Proposed Employee Staffing Plan for FY 2026 – 2027

Purpose	Administration requests the Committee recommend Board approval of the Proposed Employee Staffing Plan for FY 2026 – 2027 for all employee groups, which includes all positions, titles, classifications, salaries, and salary pools under each Division and Organization of the College.
Justification	The Employee Staffing Plan reflects the College's comprehensive proposed staffing and salaries by position for FY 2026 – 2027, which includes all position titles, classifications, employees, and salaries for the fiscal year under each division. The Texas Association of School Boards (TASB) recommendations were incorporated based on an annual maintenance review. At the May 26, 2026 Board Meeting, the Board of Trustees approved the faculty and non-faculty salary increases based on a 3% General Pay Increase (GPI) and other adjustments. At the May 26, 2026 and the June 23, 2026 Board Meetings, the Board of Trustees approved the new positions, reclassifications, and other adjustments, which are included within the Employee Staffing Plan prepared and presented for FY 2026 – 2027. The Employee Staffing Plan is not a contract between the College and any person listed on it, and neither the Employee Staffing Plan nor any action taken by the Board of Trustees concerning it should be considered creating contract rights, expectations of continued employment, or a property interest for any person listed in the Employee Staffing Plan.
Enclosed Documents	Appendix A - Proposed Employee Staffing Plan for FY 2026 – 2027 is included under separate cover.
Funding	The budget to fund each position is reflected in the appropriate department and listed on the Proposed Employee Staffing Plan and is subject to Board approval of the FY 2026 – 2027 Budget.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Myriam Lopez, Associate Vice President for Finance and Management Alicia Correa, Director of Human Resources – Benefits and Compensation

Recommendation It is requested that the Committee recommend Board approval on the Proposed Employee Staffing Plan for FY 2026 – 2027 as presented.

Approval on Proposed FY 2026 – 2027 Committee Meeting Schedule

Purpose	The Board will be asked to review and take action on a calendar of Committee and Board Meetings for FY 2026 - 2027 at the July 28, 2026 Regular Board Meeting.
Justification	Finance, Audit, and Human Resources Committee Meetings are generally scheduled for the second Tuesday of each month, and are proposed for a starting time of 5:00 p.m. There may be some deviation based upon scheduling conflicts, and any adjustments will be communicated with as much early notification as practical.
Enclosed Documents	Appendix A – Proposed meeting schedule for the Finance, Audit, and Human Resources Committee Meetings Appendix B – A full calendar view of the proposed Committee and Board meeting schedule
Staff Resource	Venisa Earhart, Board Relations Administrator
Recommendation	The Finance, Audit, and Human Resources Committee is asked to recommend Board approval of the proposed Committee meeting schedule so that all Board members may enter the dates on their planning calendars.

APPENDIX A

The proposed meeting schedule for the Finance, Audit, and Human Resources Committee Meeting is as follows:

<u>Weekday</u>	<u>Committee Meeting Date</u>	<u>Meeting Time</u>
Tuesday	September 8, 2026	5:00 p.m.
Tuesday	October 13, 2026	5:00 p.m.
Tuesday	November 10, 2026	5:00 p.m.
Tuesday	December 8, 2026	5:00 p.m.
Tuesday	January 12, 2027	5:00 p.m.
Tuesday	February 9, 2027	5:00 p.m.
Tuesday	March 9, 2027	5:00 p.m.
Tuesday	April 13, 2027	5:00 p.m.
Tuesday	May 11, 2027	5:00 p.m.
Tuesday	June 8, 2027	5:00 p.m.
Tuesday	July 13, 2027	5:00 p.m.
Tuesday	August 10, 2027	5:00 p.m.
Tuesday	September 7, 2027	5:00 p.m.



Board Meeting Committee Meeting Calendar FY 2026 - 2027

September 2026						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July 2027						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2027						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2027						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

- Regular Board Meeting
- Graduation Ceremonies
- Holiday/Professional Dev. Day, College Closed

- Committee Meetings -
 - Education & Workforce Development
 - Facilities
 - Finance, Audit, & Human Resources

- * Education & Workforce Development Committee: 2nd Tuesday of the month, 3:00 p.m.
- * Facilities Committee: 2nd Tuesday of the month, 4:00 p.m.
- * Finance, Audit, & Human Resources Committee: 2nd Tuesday of the month, 5:00 p.m.
- * Board Meetings: 4th Tuesday of the month, 5:30 p.m.

Approval on Vacation Payout for WorkDay ERP Implementation Primary Leads and Co-Leads for FY 2025

Purpose To approve FY 2026 vacation payout for WorkDay Student Implementation Leads and Co-Leads for FY 2026.

Justification The Workday Student Implementation Leads and Co-Leads were unable to take vacation during FY 2026 ending on August 31, 2026 due to the critical demands of the ERP (Enterprise Resource Planning) implementation, which requires their continuous availability for architecture and configuration of the project. The WorkDay Student Implementation Project began in April 2025 and will continue through December 2027. The success of the project is dependent on meeting all the due dates set by Alchemy Inc., and Premier International. This vacation payout is intended to mitigate risk and ensure the successful implementation of the ERP system.

In accordance with Board Policy, DEC - Compensation and Benefits: Leaves and Absences, any unused vacation hours in excess of 96 hours are forfeited at the end of the fiscal year. Due to this cap, Leads and Co-Leads risk losing earned vacation hours because they may not be away from work. The project's progress and success may be compromised if Leads and Co-Leads are absent.

Leads and co-leads are deans, directors, managers, and other key employees in the Student, Finance, and Human Capital Management areas who are responsible for overseeing the WorkDay Student implementation project.

Below are the FY 2026 estimated number of employees and estimated costs related to this Vacation Leave Payout for Leads and Co-Leads during ERP Implementation in the Student Areas:

Academic Affairs	6
Finance and Administrative Services	3
Total Number of Eligible Employees	9
Vacation Payout Salary	\$23,215
Vacation Payout Benefit	5,804
Total Salary and Benefits Expense (estimated)	\$29,019

The vacation payout cost, the benefits cost, and the total number of employees were not available at the time of publication. The information will be presented at the Committee Meeting.

The proposed Vacation Payout for Leads and Co-Leads will be issued on September 15, 2025, which is the final payroll date for FY 2026.

Funding	The funding source for the FY 2026 payment will be from salary savings from vacant positions. The salary budget will not be impacted.
Staff Resource	Cynthia Blanco, Dean of Enrollment Systems and Registrar Mary Del Paz, Vice President for Finance and Administrative Services
Recommendation	The Committee recommends Board approval on vacation payout for Workday ERP Implementation primary leads and co-leads for FY 2026 as presented.

Approval of Acceptance of Internal Audit Report in the Area of Center for Advanced Training & Apprenticeships

Purpose	To recommend Board acceptance of the Internal Audit Report in the Area of Center for Advanced Training & Apprenticeships (CATA) after discussion of the procedures, finding, and recommendation conducted by Mr. Khalil Abdullah, Chief Internal Auditor.
Justification	The Internal Audit Function, reviews and appraises business activities, integrity of records, and effectiveness of operations in accordance with the Institute of Internal Auditors International <i>Standards</i> for the Professional Practice of Internal Auditing. It assists the College in accomplishing its objectives by evaluating and improving the effectiveness of the College's risk management, governance, and internal controls.
Enclosed Documents	Appendix A – Internal Audit Report
Funding	No funds are required.
Staff Resource	Dr. Ricardo J. Solis, President Ms. Mary Del Paz, Vice President for Finance and Administrative Services Khalil Abdullah, Chief Internal Auditor
Recommendation	The Committee recommends Board acceptance of the Internal Audit Report in the Area of Center for Advanced Training & Apprenticeships as presented.



OFFICE OF INTERNAL AUDITS

SOUTH TEXAS COLLEGE

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

June 15, 2026

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

Dr. Solis,

As part of the fiscal year 2026 Audit Plan, the Office of Internal Audits completed the Center for Advanced Training & Apprenticeships Audit.

The objective of the audit was to evaluate the adequacy and effectiveness of the system of internal controls at CATA.

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

Respectfully submitted,

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

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

cc: Dr. Anahid Petrosian, Vice President of Academic Affairs
Dr. Brett Milan, Associate Vice President Academic Success & Advancement
Finance, Audit, and Human Resources Committee, South Texas College Board of Trustees

**CENTER FOR ADVANCED TRAINING &
APPRENTICESHIPS
AUDIT REPORT**



**SOUTH TEXAS
COLLEGE**

OFFICE OF INTERNAL AUDITS

June 15, 2026



Table of Contents

EXECUTIVE SUMMARY	4
BACKGROUND	5
AUDIT OBJECTIVE.....	6
AUDIT SCOPE & METHODOLOGY	6
AUDIT RESULTS.....	7
CONCLUSION.....	15



EXECUTIVE SUMMARY

The Center for Advanced Training & Apprenticeships Audit was included in the South Texas College Board of Trustee's revised fiscal year 2026 Audit Plan. The audit included a review of CATA Policies and Procedures Manual.

The objective of the audit was to evaluate the adequacy and effectiveness of the system of internal controls at the Center for Advanced Training & Apprenticeships.

The scope of the audit included activity from September 1, 2024, through February 28, 2026. The audit was not designed nor intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, any opportunities for improvement presented in this report may not be all-inclusive of areas where improvements could be made.

Overall, it was determined that the Center for Advanced Training & Apprenticeships established an inadequate system of internal controls. The following are areas where opportunities exist to improve controls.

- The procedures manual is outdated and does not reflect recently implemented processes.
- There was a lack of management oversight over the coordinators and trainers.
- Multiple procedures outlined in the department's policy and procedures manual were not followed.
- Assigned trainers do not complete onboarding training to ensure that they understand CATA's expectations and compliance requirements.
- Customer Service Technicians and other stakeholders were not immediately notified when scheduled training courses were postponed or cancelled.

BACKGROUND

The Center for Advanced Training & Apprenticeships (CATA) provides training programs tailored to meet the specific needs of various industries. The training courses are designed to equip participants with marketable skills, ensuring they are well-prepared for the demands of the workforce. CATA works closely with businesses and organizations in sectors such as manufacturing, transportation, warehousing, logistics, and construction, etc. Specialized training is offered in Advance Manufacturing, Welding, Logistics and Supply Chain, Environmental Health and Safety, Construction, Electronics, as well as other ad hoc needs.

CATA operates under a self-sustaining model, meaning it is expected to generate enough revenue to cover its operating expenses. Over the past two fiscal years, the program has faced challenges generating sufficient revenue. See the following:

CATA Revenue and Expense Summary as of January 31, 2026:

Fiscal Year	Beg. Balance	Total Revenue	Total Exp.	Net Income / (Loss)	Ending Balance
FY 2022	398,213	947,897	857,960	89,937	488,150
FY 2023	488,150	996,081	873,776	119,305	607,455
FY 2024	607,455	984,656	1,163,615	(178,959)	428,496
FY 2025	428,496	826,980	1,100,702	(273,723)	154,773
FY 2026	154,773	382,180	499,245	(117,066)	37,708

From FY 2023 – FY 2024, CATA’s total expenses rose by \$289,839, representing a 25% increase. During that same time, total revenue decreased slightly. The increased expenses were due in part to the addition of several new positions and college-wide salary increases. CATA added an Apprenticeship Manager, Apprenticeship Coordinator, and Customer Service Technician. The Director stated that indirect costs tied to salary increases during that period also contributed to the overall rise in expenses. Revenue, however, did not increase at a similar rate. The passage of House Bill 8, along with changes to eligibility requirements that eliminated state funding for short training as well as the loss of certain grants resulted in the decrease in revenue.

CATA Project Training Specialists (PTS)/Coordinators are required to proactively engage employers, assess their workforce training needs, and close training deals. Each Coordinator is



responsible for meeting a revenue projection of \$22,000 per month. In FY 2026, CATA employs the following positions:

- Dean
- Director
- Apprenticeship Manager
- Apprenticeship Navigator / (PTS) Coordinator
- Project Training Specialists (PTS)/Coordinators (5)
- Customer Services Technicians (2)
- Instruction & Development Designer (Trainers) (2)
- Program Assistant
- Secretary

AUDIT OBJECTIVE

The objective of the audit was to evaluate the adequacy and effectiveness of the system of internal controls at the Center for Advanced Training & Apprenticeships.

AUDIT SCOPE & METHODOLOGY

The scope of the audit included activity from September 1, 2024, through February 28, 2026. To accomplish the audit objective, we performed the following:

- Obtained and reviewed the department's policy and procedures manual.
- Interviewed the following:
 - Program Director
 - Customer Service Technician
 - PTS/Coordinators
 - Course Instructors
 - Specialist – Accounting
 - Senior Manager – Compensation and Payroll
- Reviewed Texas House Bill 8

AUDIT RESULTS

Control Environment:

A strong internal control environment encompasses technical competence and is necessary for the establishment of effective internal controls. Departments should have established goals and objectives, a mission statement, and documented procedures. These items should be reviewed and updated regularly.

We obtained and reviewed CATA's policy and procedures manual. The procedures manual includes a mission statement, a vision statement, and procedures for program administration. Based on our review of the CATA policy and procedures manual, it was determined that although the department did have a policy and procedures manual, it is outdated and does not include procedures for common practices within the department. Key procedural information related to the reconciliation and billing process is not included, and the recently added requirement for coordinators to complete 'Check-In' forms, has likewise not been formalized. The manual also cites South Texas College policies 4001 and 4901, both of which have since been replaced with TASB policies.

Recommendation:

1. Management should review and update the policy and procedures manual to include critical processes and remove outdated information.

Management Response:

Accept audit recommendation as presented

1. The department is currently in the process of reviewing and updating its policy and procedures manual to ensure it reflects current operations and control requirements. The revised manual will include standardized processes for course setup, instructor hiring (NOE), course check-ins, student registration, course completion, billing, and course cancellation. Outdated information and references are being removed or updated to align with current institutional policies. Upon completion, the updated manual will establish clearly defined procedures and control checkpoints to ensure consistency, accountability, and compliance across all operations. CATA staff will be trained on the updated procedures within 90 days of the manual's completion.



Responsible Individual:

Director

Implementation Date:

5/18/2026

The CATA procedures manual requires that all trainers complete onboarding training, and states the following:

“Onboarding Training is required for all trainers before they begin instructing any course. This onboarding process is essential for trainers to understand CATA’s mission, goals, and training standards, as well as their roles and responsibilities. After completing the onboarding training, trainers must sign a ‘Trainer Agreement’ outlining CATA’s requirements and expectations for instructional standards during and after each course.”

The department was unable to provide any documentation to substantiate that any of the instructors in our sample completed the required training.

Recommendation:

2. Management should ensure that instructors complete onboarding training prior to the course start date.

Management Response:

Accept audit recommendation, but with alternative corrective action

2. While the procedures manual required onboarding training for instructors, the process was not consistently implemented or documented. To address this, the department has revised its approach to instructor onboarding by implementing a standardized Instructor Acknowledgement Form in conjunction with the Notice of Employment (NOE). This form clearly outlines instructor roles, responsibilities, and compliance requirements, including attendance tracking, communication expectations, and timely submission of final rosters.



Instructors are now required to sign the acknowledgement form prior to course start, and the document must be on file with the Customer Service Technician (CST) before the course is allowed to proceed. This updated process establishes a documented and enforceable control to ensure instructors are aware of and agree to all expectations prior to delivering instruction. CATA staff will be trained on this updated process by August 31, 2026.

Responsible Individual:

Director

Implementation Date:

5/18/2026

Internal Control Activities:

Control Activities are the procedures and actions put in place to reduce risk. Examples include approvals, authorizations, reconciliations, separation of duties, and physical safeguards.

A list of courses offered by CATA within scope (i.e., Sept. 2024 – Feb. 2026) was obtained. The total population consisted of 445 courses. From this group, a sample of 25 courses for additional testing was selected. Based on the review of the selected course files, we found that procedures were not consistently followed. Specifically, we noted the following deviations from the CATA policy and procedures manual:

- Late submission of final course rosters/grades – Final rosters were often provided to the CST well past the 48-72 hr. course completion date requirement.
- Notifying the Director/Dean – The procedures require that the director/dean be notified when courses have pending final roster/grades for more than 30 days. We did not find any documentation indicating that this requirement was being followed.
- Student Course Evaluations – no student course evaluations were completed in 68% of the files that were examined.

- Student Registration forms – these forms are required to be provided to the CST before census day. However, none of the files that we examined had a completed student registration form. The CST accepted other documents in lieu of the ‘Student Registration’ form (i.e., listing of student A#s, excel print out of student names).
- Trainer Observations – PTS/Coordinators are required to schedule trainer observations to assess teaching quality and adherence to instructional standards. No documentation was provided to substantiate that this procedure was in place.
- NOE Approval from HR – Students are not supposed to be registered to a course until after an approval from HR is obtained. The current practice is for the CST to register students after the NOE is approved by the Dean. No documentation was available to support that an approval from HR was obtained prior to registering students.
- Official Roster E-mailed to Instructor – The CST is required to e-mail the official roster to the instructor once all students are registered. Additionally, the PTS/Coordinator is supposed to be carbon copied on that e-mail. No documentation was provided to substantiate that this procedure was in place.

Recommendation:

3. Management should ensure that the department’s procedures are followed.

Management Response:

Accept audit recommendation, but with alternative corrective action

3. While procedures were established within the department, monitoring and enforcement of these procedures were not consistently applied, resulting in gaps in documentation and compliance. To address this, the department has implemented enhanced internal controls and clarified responsibilities to ensure procedures are consistently followed.

Corrective actions include:

- Implementation of defined control checkpoints within each stage of the course lifecycle to ensure required steps are completed prior to proceeding.
- Centralization of key compliance functions through the Customer Service Technician (CST) and Program Assistant, including verification of course check-ins, instructor documentation, and final roster submission



- Requirement for final roster to be submitted within established timelines prior to course closure.
- Enforcement of NOE approval from Human Resources prior to student registration, with confirmation required before proceeding.
- Standardization of acceptable student registration documentation, including defined requirements for employer-provided rosters
- Integration of course check-ins and supplemental validation of attendance to confirm course commencement and completion.
- Reinforcement of instructor expectations through a formal Instructor Acknowledgement Form
- Clarification of communication and documentation requirements, including official roster distribution
- At least once a year, during the summer, the Dean will evaluate internal controls to ensure compliance on between 5 to 10 Industry Training Agreements.

These enhancements shift the process from guideline-based procedures to enforceable controls, ensuring that required documentation is completed, verified, and maintained consistently across all courses. CATA staff will be trained on these procedures.

Responsible Individual:

Director

Implementation Date:

5/18/2026

Program Oversight / Monitoring:

Controls should be regularly reviewed to ensure they are working effectively. Monitoring and evaluation of activities to assess whether the system of internal controls is working effectively should be conducted and prompt corrective actions should be taken to address any identified areas of non-compliance.

The Director is responsible for overseeing day-to-day operations and ensuring all activities align with compliance requirements. Written procedures over the billing process have not been established. During the Fall 2025 semester, CATA invoiced for ten (10) courses which were never provided. The courses were opened (e.g., students were registered, instructors were assigned, NOEs were processed, etc.), however the courses were postponed and later canceled. However, the system was never updated by the coordinator to remove the course from the system.

The CATA policy and procedures manual states the following:

“Specialist/Coordinators are responsible for maintaining proactive communication with the instructor and all relevant parties. For course postponements or cancelations, Specialist/Coordinator must coordinate with all stakeholders to implement the necessary adjustments and ensure that Banner is updated to reflect these changes.”

“Specialist/Coordinators are responsible for notifying AR if an Industry Training Agreement is canceled as soon as possible.”

Because course information was not updated, it was treated as if the training courses had taken place as scheduled and the funding source was billed. Additionally, instructors were paid based on the course start date recorded on their notice of employment (NOE).

Based on our review, it was determined that there were no formalized guidelines specifying who is authorized to initiate the invoicing process or at what point in the course timeline invoicing is permitted (e.g., before or after the course end date). Additionally, the lack of enforcement of procedures made it challenging for staff to verify that a course was completed prior to invoicing.

Recommendation:

4. Management should ensure that written procedures regarding the billing process are established. Additionally, confirmation should be made that a course was provided prior to billing the funding source.



Management Response:

Accept audit recommendation, but with alternative corrective action

4. While procedures related to course management and billing existed, they did not clearly define enforceable control points regarding when invoicing is permitted or how course completion must be verified prior to billing. Updated policies and procedures have been implemented to establish clear controls over the billing process and ensure that invoicing occurs only after course completion for employer-funded (ITA) training.

Enhancements include:

- Defined requirement that invoicing may occur after course completion and verification.
- Implementation of course check-in requirements to confirm course commencement prior to student registration.
- Centralized control through the Customer Service Technician (CST) to verify documentation before registration and course closure.
- Requirement of final roster submission and reconciliation prior to billing
- Separation of duties and multi-level approval (Specialist, CST, and Secretary) prior to invoice issuance
- Established procedures for course cancellation or postponement, including required system updates and NOE revisions to prevent payment or billing for non-delivered training.
- At least once a year, during the summer, the Dean will evaluate internal controls to ensure compliance on between 5 to 10 Industry Training Agreements.

These improvements ensure that course must be completed, verified, and properly documented before any billing activity occurs.

Responsible Individual:

Director

Implementation Date:

4/15/2026

A listing of all courses that were cancelled within scope (i.e., September 1, 2024 – February 28, 2026) was requested. The CST was only able to provide us with a list of courses that were canceled during the fall of FY 2026. It was discovered that the department does not keep track of canceled courses. Procedures do not exist for reviewing the details of canceled trainings to verify that the funding source was not charged and that the assigned instructor was not compensated.

Recommendation:

5. Management should establish procedures around canceled courses and take immediate action to reverse any payments made to the assigned trainer and verify that the funding source has not been overcharged.

Management Response:

Accept audit recommendation, but with alternative corrective action

5. Historically, most course cancellations occurred prior to course start and were managed operationally; however, a formalized process was not in place to consistently track cancellations or ensure all related actions (system updates, instructor payment controls, and billing verification) were completed. This gap was identified in instances where courses were repeatedly postponed and not formally updated in the system, resulting in instructor payments being processed for courses that had not yet occurred. To address this, the department has implemented formal procedures for course cancellation and postponement.

Enhancements include:

- Requirement for immediate notification to the Customer Service Technician (CST) when a course is cancelled or postponed.
- Mandatory update of course status in the system to reflect cancellation or revised dates.
- Requirement to cancel or revise the Notice of Employment (NOE) to prevent payment for non-delivered training.
- Verification that no student registration, billing, or grant expense processing occurs for canceled courses.
- Establishment of a standardized process to ensure coordination with Accounts Receivable (A/R) and Grants Accounting, as applicable



These controls ensure that canceled or postponed courses are properly tracked, updated, and verified to prevent unauthorized payments or billing.

Responsible Individual:

CST

Implementation Date:

5/18/2026

CONCLUSION

Overall, it was determined that the department established an inadequate system of internal controls. Limited management oversight created conditions in which established procedures were routinely disregarded. Strengthening operations will require updating the department's procedures manual, enforcing compliance with all documented processes, creating formalized steps for both the billing procedures and the handling of canceled courses, and ensuring that any changes to a course schedule are promptly communicated to the CST and other relevant stakeholders.

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

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

6/15/2026

A handwritten signature in blue ink, appearing to read "Jose Luis Silva".

Jose Luis Silva CIA, CGAP, CFE, MSOL
Staff Audit Specialist

6/15/2026

Approval to Adopt the Second 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 Brett Millan, Associate Vice President for Academic Success and Advancement Christina Cavazos, Associate Dean for Curriculum, Planning and Compliance Matthew Hebbard, Vice President for Student Affairs and Enrollment Management Cynthia Blanco, Dean of Enrollment Systems and Registrar
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.	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,

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
				and clarifies an appointed board member's Duration of Appointment.
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: 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.

**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

Discussion and Action as Necessary on Re-Bid Primary Bank Depository Services

Purpose Approval to award the proposal for the re-bid primary bank depository services to **PNC Bank** (McAllen, TX).

Justification Bank depository services are essential for providing the full range of banking functions required by the College. These services ensure the safekeeping of College funds and support the processing of all financial transactions, including checks and electronic payments issued to students, employees, and vendors, as well as deposits received by the College.

Bank depository services also provide critical operational and financial management tools necessary for daily activity. These services include, but are not limited to:

- Account maintenance and account reconciliation
- Stop-payment services
- Online banking and balance reporting
- Wire transfers and book transfers
- ACH transactions
- Positive pay and other fraud-prevention services

These functions are vital for secure, accurate, and efficient handling of the College's financial operations and ensure continuity of services supporting students, employees, and vendors.

On October 27, 2020, the Board awarded the contract as follows:

Term: October 27, 2020 – two years with three (3) two-year annual renewals			
Award	Board Meeting	Original Term	Renewal Term
Original	10/27/20	02/01/21 – 01/31/23	3 – two-year options
First Renewal	10/18/22		02/01/23 – 01/31/25
Second Renewal	11/29/24		02/01/25 – 01/31/27

The current renewal term will therefore expire on January 31, 2027

On July 8, 2025, the Finance Committee reviewed the Depository Bank Services contract with PNC Bank. During the discussion, a Board member requested that the contract be competitively solicited during the second renewal period.

On February 24, 2026, the Board of Trustees rejected the proposals received, they also discussed and revised the evaluation criteria.

On April 1, 2026, the Request for Proposal were issued with the updated evaluation criteria.

At the July 14, 2026 Finance, Audit, and Human Resources Committee Meeting, the Committee discussed the item and requested additional information, which will be presented at the July 28, 2026 Board meeting.

Valley View Consulting, LLC, the College's investment advisor, reviewed the proposals and provided an analysis of the responses. They will be available to answer any questions if needed.

Enclosed Documents

Appendix A – Project Timeline and Information
Appendix B – Analysis of Responses
Appendix C – Summary of Responses
Appendix D – Evaluation Summary

Staff Resource

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

Recommendation

The Board of Trustees of South Texas College approves to award the proposal for the Re-Bid Primary Bank Depository Services to **PNC Bank** (McAllen, TX) for the period beginning February 1, 2027 through January 31, 2029, with an option to renew for three (3) additional two- year periods, as presented.

APPENDIX A

Project Timeline and Information

Advertised RFP	April 1, 2026 and April 8, 2026
RFP Responses Due	April 30, 2026
RFP Issued To	Six hundred seventy-five (675) vendors
Responses Received From	Four (4) proposals
Responses Reviewed By	Business Office and the Purchasing Department
Highest-Ranked Vendor	PNC Bank

**APPENDIX B
SOUTH TEXAS COLLEGE
RE-BID PRIMARY BANK DEPOSITORY SERVICES ANALYSIS
PROJECT NO. 25-26-1045**



	Incumbent	(IB DDA, No ECR)	(NIB Accounts, ECR, Sweep Bal> \$50M)		
VENDOR	PNC Bank	Bank of America	Bank of America	Lone Star National Bank	Texas National Bank
ADDRESS	3900 N 10th St 3rd Fl	901 Main St Fl 11	901 Main St Fl 11	520 E Nolana Ave	201 S Texas Ave
CITY AND STATE	McAllen, TX 78501	Dallas, TX 75202	Dallas, TX 75202	McAllen, TX 78504	Mercedes, TX 78570
PHONE	956-971-6861	214-209-9904	214-209-9904	956-984-2345	
CONTACT	Rick Ramirez	Angela Hershey	Angela Hershey	Vanessa Ochoa	Edna Cicero
Expected Bank Services					
Online Banking Portal					
1 Online Reporting Services	Yes	Yes	Yes	Yes	Yes
2 BAI Format	Yes	Yes	Yes	Yes	No
3 File Delivery					
ACH CCD					
Automated (No User Action)	Yes	Yes	Yes	Yes	No
Manual (User Upload/Download)	No	Yes	Yes	No	Yes
SFTP	Yes	Yes	Yes	Yes	No
API	Yes	Yes	Yes	No	No
Pushed - Bank sends file	No	No	No	No	No
Pulled - Bank retrieves file	Yes	Yes	Yes	Yes	No
ACH PPD					
Automated (No User Action)	Yes	Yes	Yes	Yes	No
Manual (User Upload/Download)	No	Yes	Yes	No	Yes
SFTP	Yes	Yes	Yes	Yes	No
API	Yes	Yes	Yes	No	No
Pushed - Bank sends file	No	No	No	No	No
Pulled - Bank retrieves file	Yes	Yes	Yes	Yes	No
BAI2 Files					
Automated (No User Action)	Yes	Yes	Yes	Yes	No
Manual (User Upload/Download)	No	Yes	Yes	No	Yes
SFTP	Yes	Yes	Yes	Yes	No
API	No	Yes	Yes	No	No
Pushed - Bank sends file	No	Yes	Yes	Yes	No
Pulled - Bank retrieves file	Yes	Yes	Yes	No	No
EDI Files					
Automated (No User Action)	Yes	Yes	Yes	Yes	No
Manual (User Upload/Download)	No	Yes	Yes	No	Yes
SFTP	Yes	Yes	Yes	Yes	No
API	No	Yes	Yes	No	No
Pushed - Bank sends file	No	Yes	Yes	Yes	No
Pulled - Bank retrieves file	Yes	Yes	Yes	No	No

APPENDIX B
SOUTH TEXAS COLLEGE
RE-BID PRIMARY BANK DEPOSITORY SERVICES ANALYSIS
PROJECT NO. 25-26-1045



		Incumbent	(IB DDA, No ECR)	(NIB Accounts, ECR, Sweep Bal> \$50M)		
VENDOR		PNC Bank	Bank of America	Bank of America	Lone Star National Bank	Texas National Bank
	Virtual Card					
	Automated (No User Action)	Yes	Yes	Yes	Yes	No
	Manual (User Upload/Download)	No	Yes	Yes	No	Yes
	SFTP	No	Yes	Yes	Yes	No
	API	Yes	Yes	Yes	No	No
	Pushed - Bank sends file	No	No	No	Yes	No
	Pulled - Bank retrieves file	Yes	Yes	Yes	No	No
	Positive Pay					
	Automated (No User Action)	Yes	Yes	Yes	Yes	No
	Manual (User Upload/Download)	No	Yes	Yes	No	Yes
	SFTP	Yes	Yes	Yes	Yes	No
	API	Yes	Yes	Yes	No	No
	Pushed - Bank sends file	Yes	No	No	No	No
	Pulled - Bank retrieves file	Yes	Yes	Yes	Yes	No
	Wire Transfers					
	Automated (No User Action)	Yes	Yes	Yes	Yes	No
	Manual (User Upload/Download)	No	Yes	Yes	No	Yes
	SFTP	No	Yes	Yes	Yes	No
	API	Yes	Yes	Yes	No	No
	Pushed - Bank sends file	No	No	No	No	No
	Pulled - Bank retrieves file	Yes	Yes	Yes	Yes	No
4	Hosting Environment for SFTP Endpoint					
	Bank Hosted	Yes	Yes	Yes	Yes	No
	What is the folder structure?	The SFTP endpoint is bank-hosted within the bank's secure infrastructure. See comment for more detail.	*Root – One folder per client (e.g., /client-<ID>/). *Inbound – /client-<ID>/in/ for files the client uploads. *Outbound – /client-<ID>/out/ for files the bank sends back to the client. *Archive – /client-<ID>/archive/ for retained copies (retention policy applies).		The structure would contain incoming and outgoing folders.	No answer
	Are the files names time stamped?	Yes	Yes	Yes	Yes	
	Customer-hosted					No
	Hosted by a third-party provider					Yes
	Identify provider, and bank's oversight and security controls.					Unanswered, bank indicated these would be reviewed once system capabilities are assessed.

APPENDIX B
SOUTH TEXAS COLLEGE
RE-BID PRIMARY BANK DEPOSITORY SERVICES ANALYSIS
PROJECT NO. 25-26-1045



		Incumbent	(IB DDA, No ECR)	(NIB Accounts, ECR, Sweep Bal> \$50M)		
VENDOR		PNC Bank	Bank of America	Bank of America	Lone Star National Bank	Texas National Bank
5	File Frequency and Scheduling					
	How often can files be generated (daily, multiple times per day, near real-time)	Files can be generated on a scheduled daily basis, multiple times per day at defined intervals, or on a near real-time/event-driven basis, depending on the file type and integration method (e.g., SFTP vs. API). Frequency is configurable to align with client operational, reconciliation, and reporting requirements.	*We support the delivery of information reporting through our CashPro Connect (host-to-host) channel. Current-day reporting can be available at the college-specified intervals (15, 30, 60 minutes) or select times throughout the day, from 7:30 a.m. to 9:45 p.m. Eastern. *Batch products (ACH, CashPro, Lockbox) are typically daily but can be submitted multiple times per day if you need more frequent updates. *Real-time products (RTP, Digital Disbursement) are continuous – you can send a file or API call at any moment. *At any time – 24 hours a day, seven days a week – you can send us a single file containing both electronic and paper disbursement instructions.		BAI2 and EDI files are generated daily. ACH, Wires, Positive Pay and Virtual Card files can be generated multiple times per day.	Unanswered, bank indicated these would be reviewed once system capabilities are assessed.
	Are deliveries scheduled automatically, or user initiated?	File deliveries support both automated, scheduled transmissions and user-initiated delivery. See comment for full response	*Reports can be scheduled to arrive in your inbox — or be delivered by email directly to anyone you want — in an easy-to-access, no-sign in-required format through CashPro Reporting. *Most products are user-initiated – you upload the file or call the API. Some products (CashPro Connect, Lockbox) allow you to schedule automatic deliveries at set times.		BAI2, EDI and Virtual Card files are scheduled automatically. ACH, Wires and Positive Pay files are user-initiated	Unanswered
	How often does your system check for new files?	System monitors for new files on a continuous or near real-time basis. See comment for full response.	Current-day reporting can be available at the College-specified intervals (15, 30, 60 minutes)	Current-day reporting can be available at the College-specified intervals (15, 30, 60 minutes)	Dependent on file availability.	Unanswered
6	Notifications for Automated Files					
	Are notifications provided upon successful transmission or failure?					
	Yes, notifications are sent for automated file	Yes	Yes	Yes	Yes	
	How often?	Event-driven (per file transmission)	Immediate – as soon as the file is received and processed, the notification is generated. For successful files, the confirmation is typically sent within minutes of receipt. For failed files, the error notification is sent immediately after the failure is detected.		Upon completion	"at the time file is uploaded"

APPENDIX B
SOUTH TEXAS COLLEGE
RE-BID PRIMARY BANK DEPOSITORY SERVICES ANALYSIS
PROJECT NO. 25-26-1045



		Incumbent	(IB DDA, No ECR)	(NIB Accounts, ECR, Sweep Bal> \$50M)		
VENDOR		PNC Bank	Bank of America	Bank of America	Lone Star National Bank	Texas National Bank
	By what method?	Secure email notifications as well as PINACLE (system generated alerts)	CashPro® Connect Payments includes acknowledgments but this depends upon the type of file selected for payment origination. Open comment for full response.		Email	email
	Bank does not offer automated file exchanges					Does not offer
7	Wire Transfers	Yes	Yes	Yes	Yes	Yes
	Deadline for originating domestic wire transfers	5:42 CT for initiation, 5:44 CT for approval	6:15 p.m. (Local time)	6:15 p.m. (Local time)	5:00 p.m.	3:00 p.m.
8	ACH					
	Cut-off time for originating ACH for Next-Day settlement	7 p.m. CT	9:30 p.m.	9:30 p.m.	5:00 p.m.	3:00 p.m.
	Cut-off time for originating ACH for Same-Day settlement	2 p.m. CT	2:30 p.m.	2:30 p.m.	12:30 p.m.	10:30 a.m.
9	Workday Client Experience					
	Any clients using integrations in production?	Yes	Yes	Yes	Yes	No
	If yes, which integrations are in use?	The bank currently supports Workday integrations through PINACLE Connect®, which is in use with clients in production for specific use cases.	• Workday HCM (Human Capital Management) – real-time employee data sync (payroll, benefits, time-tracking) • Workday Financials – automated invoice and expense reconciliation • Workday Procurement – purchase-order and vendor-management data feeds • Workday Payroll – direct-deposit and tax-withholding data exchange		BAI2	N/A
	Delivery method (SFTP, API, etc.)	Secure SFTP and API-based integration	• Workday HCM & Payroll – REST API (OAuth 2.0) for real-time data pulls and pushes; fallback SFTP for bulk batch loads. • Workday Financials & Procurement – SFTP for scheduled X12/EDI files (e.g., 850/810/850) and REST API for on-demand queries • All integrations – Are secured via TLS 1.2+ and authenticated with Workday's SAML/OAuth credentials.		SFTP	N/A

APPENDIX B
SOUTH TEXAS COLLEGE
RE-BID PRIMARY BANK DEPOSITORY SERVICES ANALYSIS
PROJECT NO. 25-26-1045



		Incumbent	(IB DDA, No ECR)	(NIB Accounts, ECR, Sweep Bal> \$50M)		
VENDOR		PNC Bank	Bank of America	Bank of America	Lone Star National Bank	Texas National Bank
	Are the integrations fully automated?	Yes. Open the comments for details.	Yes. Our Core Payment Processing platform automatically handles card, ACH, check, virtual card issuance, and remittance. While supplier enrollment, invoice approval, and file creation still require some manual effort, file creation can be automated via APIs or scheduled ERP exports. If you'd like to further reduce manual work, we can implement API-based invoice capture or a fully integrated supplier onboarding workflow. These enhancements would involve additional configuration and may require a dedicated technical resource.		No	N/A
	Require manual steps	Yes			Yes	N/A
	If no, have any been tested with Workday?				Unanswered	N/A
	Standard vs. Custom Integrations					
	Standard	Yes	Yes	Yes	Yes	Yes
	Out-of-Box offerings					
	Custom Implementation	Yes	Yes	Yes		
	Please specify which integrations	The bank offers standard, pre-built integrations through its integration platform (e.g., ERP and treasury workstation connectors) that support common reporting and payment use cases using APIs and/or SFTP. Open comment for more details.	We do offer custom integrations with Workday although the vast majority are completed with no additional complexities.	We do offer custom integrations with Workday although the vast majority are completed with no additional complexities.		Unanswered
	What additional cost of implementation effort is required?	Should additional costs be required, PNC will provide full disclosure of such costs prior to commencing the implementation process.	Any customization would depend on specific file or data requirements. In the rare instance that a custom integration is needed, we would be upfront and disclose any costs to the College.			Unanswered

APPENDIX B
SOUTH TEXAS COLLEGE
RE-BID PRIMARY BANK DEPOSITORY SERVICES ANALYSIS
PROJECT NO. 25-26-1045



		Incumbent	(IB DDA, No ECR)	(NIB Accounts, ECR, Sweep Bal> \$50M)		
VENDOR		PNC Bank	Bank of America	Bank of America	Lone Star National Bank	Texas National Bank
10	Testing Environment	Yes. The bank maintains a dedicated test/sandbox environment. Open comment for more details.	Yes	Yes	Yes	Yes
11	Online Banking Historical Information Retention					
	Account Transaction History (Standard)	2 years	24 months	24 months	2 years	24 months
	Account Transaction History (For Additional Fee)	10 years	24 months for previous day reporting, 10 days for current day reporting	24 months for previous day reporting, 10 days for current day reporting	Addl retention available via customer service request	60 months
	Account Statements	13 months (rolling)	24 months	24 months	18 months	24 months
12	Online Banking Administration/Self-Administration					
	RDC Access/Functionality	Yes	Yes	Yes	Yes	No
	Positive Pay User Access	Yes	Yes	Yes	Yes	No
	ACH User Functionality	Yes	Yes	Yes	Yes	No
	Wire User Functionality	Yes	Yes	Yes	Yes	No
	Wire Limits	Yes	Yes	Yes	Yes	No
13	Self-Administration Dual Custody	Yes	Yes	Yes	Yes	No
14	Mobile App Functionality/Access					
	Balance Reporting and Transaction Detail	Yes	Yes	Yes	Yes	Yes
	Initiate Wire Transfers	Yes	Yes	Yes	No	No
	Release/Approve Wire Transfers	Yes	Yes	Yes	No	Yes
	ACH - Release/Approve Batches	Yes	Yes	Yes	No	Yes
	Positive Pay Exception Decisions	Yes	Yes	Yes	No	Yes
	Mobile Deposits	Yes	Yes	Yes	No	Yes
15	Authentication for Access					
	Secure Token	Yes	Yes	Yes	Yes	Yes
	Secure Token App thru Cell Phone	Yes	Yes	Yes	Yes	No
	Secure Browser	Yes	Yes	Yes	Yes	No
	Confirmation Code sent via Text Message or Email	Yes	Yes	Yes	Yes	No
	Biometric Authentication	Yes	Yes	Yes	Yes	No
16	Alert/Messaging System					
	Messaging provided at no cost	Yes	Yes	Yes	Yes	Yes
17	Electronic Data Interchange (EDI)	Yes	Yes	Yes	Yes	Yes
18	Paid Check Image Options					
	Image of paid checks printed on statements	Yes	Yes	Yes	Yes	Yes
	Image of paid checks printed on the online version of stmts	Yes	Yes	Yes	Yes	Yes
	PDF file Downloadable each month	Yes	Yes	Yes	No	Yes
	Online image inquiry/search	Yes	Yes	Yes	Yes	Yes
19	Stop Payments - Require a paper follow up?	No	No	No	No	No

APPENDIX B
SOUTH TEXAS COLLEGE
RE-BID PRIMARY BANK DEPOSITORY SERVICES ANALYSIS
PROJECT NO. 25-26-1045



		Incumbent	(IB DDA, No ECR)	(NIB Accounts, ECR, Sweep Bal> \$50M)		
VENDOR		PNC Bank	Bank of America	Bank of America	Lone Star National Bank	Texas National Bank
Collections						
1	Returned Check Reprocessing	Yes	Yes	Yes	Yes	Yes
2	Branch Depository Service for geographic locations-distance in miles					
	Pecan Campus	1.9 miles	0.3 miles		1.5 miles	3.1 miles
	Technology Campus	3.2 miles	4.6 miles		5 miles	5.1 miles
	Health Science Professions Campus	0.68 miles	0.9 miles		0.4 miles	0.5 miles
	Starr County Campus	2.1 miles	34.8 miles		0.7 miles	2.7 miles
	Mid-Valley Campus	1.1 miles	8.7 miles		0.8 miles	2.9 miles
	Regional Center for Public Safety Excellence	2.9 miles	2.8 miles		2.6 miles	3.2 miles
3	Cash Vault					
	In-House, Location		San Antonio, 238 miles		Pharr, TX	All branches operate as Cash Vault
	Third Party Vendor, Location	Brinks, Garda, and Loomis in Pharr, TX				
Fraud Protection Services						
1	Positive Pay	Yes	Yes	Yes	Yes	Yes
	Deadline for exception decision	4 p.m. CT	Unanswered	Unanswered	3:00 p.m.	Unanswered
2	Payee Validation	Yes	Yes	Yes	Yes	Yes
3	Account Reconciliation	Yes	Yes	Yes	Yes	No
4	Automatic Stale Dating of Checks	Yes	Yes	Yes	Yes	Yes
5	Post No Checks	Yes	Yes	Yes	Yes	Yes
6	ACH Positive Pay/ACH Fraud Filter	Yes	Yes	Yes	Yes	Yes
7	Converted Check Block	Yes	Yes	Yes	Yes	Yes
Miscellaneous						
1	Purchasing Card - Virtual Card Payments	Yes	Yes	Yes	Yes	No
2	Employee and Student Check Cashing	Yes	No	No	Yes	Yes
3	Account signers - SSN Required	No	No	No	Yes	Yes
4	Account Analysis	Yes	Yes	Yes	Yes	Yes
5	Payment For Services and Account Settlement	Yes	Yes	Yes	Yes	N/A with fee waiver
6	Balance Assessment					
	Fee to be passed in full	Yes		Yes		
	Fee to be waived		Yes	Yes	Yes	Yes
7	Reserve Requirement for Earnings Credit Calculation	0%	0%	0%	0%	0%
8	Reserve Requirement for Interest Calculations	0%	0%	0%	0%	\$10 MM (Required minimum balances)
9	Earnings Credit Rate	1.75%	3.28%	3.28%	N/A	N/A
	Rate Basis/Formula/Index	Bank determined	90% Fed Funds Effective Rate (FFER), but it also says it's a bank managed rate?		N/A	N/A
	Frequency of adjustment if not indexed	At the bank's discretion	At the bank's discretion	At the bank's discretion	N/A	N/A
	ECR Floor (%)	N/A	N/A	N/A	N/A	N/A

**APPENDIX B
SOUTH TEXAS COLLEGE
RE-BID PRIMARY BANK DEPOSITORY SERVICES ANALYSIS
PROJECT NO. 25-26-1045**



		Incumbent	(IB DDA, No ECR)	(NIB Accounts, ECR, Sweep Bal> \$50M)		
VENDOR		PNC Bank	Bank of America	Bank of America	Lone Star National Bank	Texas National Bank
10	Interest Rate Options					
	IB DDA	2.10%	3.28%		3%, then 2.17%	2.77%
	Rate Basis	Bank Managed	90% FFER, conditioned on maintaining an avg coll balance of \$50M		Indexed to T Bill 3.00% Fixed for 3 months, then 60% of 13 week T Bill, Floor 0.10% and Cap of 2.50%	75% of 3 month Tbill
	Fee	\$75	Acct Analysis fee		None	\$0
	Insured Cash Sweep (ICS) rate				3.12%	
	Rate Basis				Fed Funds Target Rate lower limit less 38 basis points	
	Fee				\$0	
	Investment Sweep/MMF					
	Rate Basis	Market	Market	Market		
	Interest Rate %	3.20%	2.53%	2.53%		
	Fee	\$400	\$250	\$250		
	Rate Tiers or Floors:					
	IB DDA	Tier Rate <\$2M – 1.35% \$2M - \$10M – 1.80% > \$10MM – 2.10%			0.10% Floor on IB DDA, ceiling of 2.50%	
	Sweep/MMF ticker symbol	GOSXX	TFFXX: 2.53% TFDXX: 2.55% TSTXX: 2.54% TTTXX: 2.55%	TFFXX: 2.53% TFDXX: 2.55% TSTXX: 2.54% TTTXX: 2.55%		
11	Account types/rates available if another bank selected as primary	No	No	No	Yes	No
12	Option to Forgo ECR	Yes	Yes	Yes	Yes	N/A with fee waiver
13	Interest Earned on Interest Bearing Account on Account Analysis	No	No	No	No	No
Safekeeping of Owned Securities						
1	Safekeeping Services / Security Clearance (DVP)	Yes	No	No	Yes	No
2	Safekeeping Service available even if not primary depository	Yes	No	No	No	No
Services Under Consideration						
1	Account Validation Services	Yes	Yes	Yes	No, currently in review	Yes
2	Real Time Payments	Yes	Yes	Yes	No, on bank's roadmap	Yes
3	Universal Payment Identification (UPIC)	Yes	Yes	Yes	No	No
4	Integrated Payables	Yes	Yes	Yes	No	No

APPENDIX B
SOUTH TEXAS COLLEGE
RE-BID PRIMARY BANK DEPOSITORY SERVICES ANALYSIS
PROJECT NO. 25-26-1045



		Incumbent	(IB DDA, No ECR)	(NIB Accounts, ECR, Sweep Bal> \$50M)		
VENDOR		PNC Bank	Bank of America	Bank of America	Lone Star National Bank	Texas National Bank
Incentives/Enhancements Offered						
1	Tamperproof Deposit Bags	Yes, via \$2500 one-time supply allowance	Yes	Yes	No	Yes
2	Endorsement Stamps & Deposit Slips		Yes, up to 10 stamps	Yes, up to 10 stamps	\$4000 one-time supply allowance for checks, dep slips and endorsement stamps	Yes
3	Remote Deposit Scanners - Offered at No Cost		Yes	Yes	Yes	Yes
	Number provided		Unlimited	Unlimited	2	2
	Brand of Scanner		Various options	Various options	Epson	Panini Vision
	Single or multi-feed		Various options	Various options	100 DPM	Two options to choose
	Not Offered by Bank					
4	Incentive Fee Waiver					
	Zero pricing waiver:		Yes	Yes	Yes	Yes
	Number of Months		24 months	24 months	96 months (Full Term)	96 months (Full Term)
	Maximum Amount (if applicable)		\$54,228	\$54,228	N/A	N/A
5	Cash Transition/Retention Offer		None	None	\$4000 one-time supply allowance	\$5,000
References						
1	Reference #1	Texas Women's University	UCLA	UCLA	Texas Southmost College	Edcouch Elsa ISD
2	Reference #2	Texas Wesleyan University	City of Richardson	City of Richardson	Hidalgo ISD	Weslaco ISD
3	Reference #3	City of Brownsville	Bexar County	Bexar County	McAllen ISD	City of Edinburg
Other Stipulations						
1	Terms Offered Valid for 180 Days from date of submission	Agreed	Agreed	Agreed	Agreed	Agreed
2	Right to Cancel Under Federal or State Law Rulings	Agreed	Agreed	Agreed	Agreed	Agreed
3	Right to Open and Maintain Other Accounts	Agreed	Agreed	Agreed	Agreed	Agreed
4	Right To Terminate	Agreed	Not Agreed - 30 Day either party		Agreed	Agreed
5	Terms Fixed	Not Agreed, 1st two years of the term only.	Not Agreed	Not Agreed	Agreed	Agreed
6	Semi-Annual Meeting	Agreed	Agreed	Agreed	Agreed	Agreed
7	Formal Contract Required	Agreed	Not Agreed	Not Agreed	Agreed	Agreed
8	Overdraft Notification	Agreed	Not Agreed	Not Agreed	Agreed	Agreed
9	Research	Agreed	Agreed	Agreed	Agreed	Agreed
10	Bank Errors	Agreed	Not Agreed	Not Agreed	Agreed	Agreed
11	Audit Confirmations Provided at No Cost	Agreed	Not Agreed	Not Agreed	Agreed	Agreed
12	One Relationship Officer	Rick Ramirez, Relationship Manager	Angela L. Hershey, SVP-Sr. Client Manager		Vanessa Ochoa, FVP Public Funds Management Liaison	Michael Williamson, EVP Commercial Lender

APPENDIX B
SOUTH TEXAS COLLEGE
RE-BID PRIMARY BANK DEPOSITORY SERVICES ANALYSIS
PROJECT NO. 25-26-1045



		Incumbent	(IB DDA, No ECR)	(NIB Accounts, ECR, Sweep Bal> \$50M)		
VENDOR		PNC Bank	Bank of America	Bank of America	Lone Star National Bank	Texas National Bank
Collateral Requirements						
1	Collateral Amount	Yes	Yes	Yes	Yes, with a \$60MM balance limit	Yes
2	Collateral Custody					
	Proposed Custodian	Federal Reserve Bank	Bank of New York Tri party, and the Federal Reserve Bank		Federal Home Loan Bank and TIB	Frost Bank
3	Letters of Credit, IntraFi Program, or Pledged Securities	Pledged Securities	Letters of Credit, Pledged Securities		Letters of Credit, IntraFi, Pledged Securities	Letters of Credit, Pledged Securities
	If Pledging Securities:					
4	Collateral Level - Agreed Upon Set Level	Yes	Yes	Yes	Yes	Yes
5	Collateral Substitution	Without written consent	Not agreed	Not agreed	Without written consent	Without written consent
6	Collateral Reductions (with or without written consent)	With written consent	With written consent	With written consent	With written consent	With written consent
	If without written consent, maintain minimum threshold					
7	Adding Collateral					
	Deadline for requesting additional collateral	12 p.m. CT	1:00 p.m. Eastern Time	1:00 p.m. Eastern Time	11:00 a.m.	12 hours (Prior)
8	Collateral Report	Yes	Yes	Yes	Yes	Yes
9	Online Reporting	No	Yes	Yes	No	No
10	Board Resolution to comply with FIRREA	Yes	Yes	Yes	Yes	Yes
Required Certifications						
1	Certification regarding Israel	Agreed	Agreed	Agreed	Agreed	Agreed
2	Certification regarding Energy Companies	Agreed	Agreed	Agreed	Agreed	Agreed
3	Certification regarding Firearms	Agreed	Agreed	Agreed	Agreed	Agreed
Complete Application Checklist						
1	Account Analysis Pro-forma	No	No	No	Yes	No
2	Securities Safekeeping Fees	Yes	Not Offered	Not Offered	Missing from PDF, may have been added as an appendix	Not Offered
3	Completed and Signed Disclosures	Yes	Yes	Yes	Yes	No
4	Completed and Signed Application Submitted By Form	Yes	Yes	Yes	Missing from PDF, may have been added as an appendix	Completed, but unsigned
5	Exceptions to RFP Requirements	Yes	Yes	Yes	No	None
Other Considerations						
*	Bauer Financial Star Rating - Based on 12/31/25 Reporting Data: 5 Stars Superior / 4 Stars Excellent / 3.5 Stars Good / 3 Stars Adequate / 2 Stars Problematic / 1 Star Troubled	5 Stars	4 Stars	4 Stars	5 Stars	5 Stars

APPENDIX B
SOUTH TEXAS COLLEGE
RE-BID PRIMARY BANK DEPOSITORY SERVICES ANALYSIS
PROJECT NO. 25-26-1045



		Incumbent	(IB DDA, No ECR)	(NIB Accounts, ECR, Sweep Bal> \$50M)		
VENDOR		PNC Bank	Bank of America	Bank of America	Lone Star National Bank	Texas National Bank
*	VERIBANC Ratings - Source www.veribanc.com Rating Effective Date 4/30/26; Quarter Ending Date 12/31/25 *VERIBANC rating and or Blue Ribbon designation cannot be republished, redistributed or otherwise made known without VERIBANC'S expressed written permission.	GREEN/*	GREEN/*	GREEN/*	GREEN/**/BB	GREEN/**/B
FEE ANALYSIS OF DEPOSITORY SERVICES						
Projected Operating Account Balance		\$57,299,203	\$57,299,203	\$57,299,203	\$57,299,203	\$57,299,203
Proposed Fees - Banking Services						
Current Services Fee Estimate		(7,749)	(2,853)	(12,438)	\$0.00	\$0.00
MEMO Balance Assessment Fee is Included in the above Fee		\$0.00	No BAF w/ IB accts	\$8,335	\$0.00	\$0.00
Number of months of TOTAL fee waiver			24	24		
Maximum waiver amount allowed			\$54,228	\$54,228		
Amount of TOTAL Fees Waived			\$54,228	\$54,228		
Fees for Two Year Term		(185,987)	(14,240)	(244,280)	\$0	\$0
Fees for [Eight] Year Term		(743,947)	(219,643)	(1,139,803)	\$0	\$0
Earnings Credit						
Rate	1.75%	ECR foregone for higher IB DDA rate	3.28%	No ECR offered, fees waived for full term	No ECR offered, fees waived for full term	
Effective Earnings Credit Rate	1.75%		3.28%			
Rate Basis			90% of FFER			
Target DDA Compensating Balance	\$1,195,739		\$4,550,422			
Monthly Earnings Credit	\$1,744		\$12,438			
Number of Months NOT using Earnings Credit	0					
Earnings Credit for Two Year Term	\$41,851		\$298,508			
Earnings Credit for Eight Year Term	\$167,403		\$1,194,031			
Net Fees for Two Year Term	(144,136)	(14,240)	\$0	\$0	\$0	
Net Fees for Eight Year Term	(576,543)	(219,643)	\$0	\$0	\$0	
Interest Income Estimate						
Investment Option	MMF Sweep	IB DDA	ECR Only, No IB DDAs- Sweep for balances over \$50 MM	Insured Cash Sweep (ICS)	IB DDA	
Rate Basis	Market	90% FFER	Market	Fed Funds Target Rate lower limit less 38 basis points	75% of 3 month Tbill	
Interest Rate (4/30/26)	3.20%	3.28%	2.53%	3.12%	2.77%	

APPENDIX B
SOUTH TEXAS COLLEGE
RE-BID PRIMARY BANK DEPOSITORY SERVICES ANALYSIS
PROJECT NO. 25-26-1045



	Incumbent	(IB DDA, No ECR)	(NIB Accounts, ECR, Sweep Bal> \$50M)		
VENDOR	PNC Bank	Bank of America	Bank of America	Lone Star National Bank	Texas National Bank
Balance Available to earn Interest	\$56,103,464	\$57,299,203	\$7,299,203	\$57,299,203	\$57,299,203
Monthly Investment Income	\$149,609	\$156,618	\$15,389	\$148,978	\$132,266
Two Year Investment Income	\$3,590,622	\$3,758,828	\$369,340	\$3,575,470	\$3,174,376
Eight Year Investment Income	\$14,362,487	\$15,035,311	\$1,477,359	\$14,301,881	\$12,697,503
Two Year Net Income	\$3,446,486	\$3,744,588	\$369,340	\$3,575,470	\$3,174,376
Eight Year Net Income	\$13,785,943	\$14,815,668	\$1,477,359	\$14,301,881	\$12,697,503
Tamperproof Deposit Bags at No Cost	Yes	Yes	Yes	No	Yes
Endorsement Stamps & Deposit Slips	Yes	Yes	Yes	Yes, via \$4000 one-time allowance	Yes
Remote Deposit Scanners	Yes	Yes	Yes	Yes	Yes
Cash Transition Allowance	\$2,500	None	None	\$4,000	\$5,000
Two Year Net Income with Contract Incentives	\$3,448,986	\$3,744,588	\$369,340	\$3,579,470	\$3,179,376
Eight Year Net Income with Contract Incentives	\$13,788,443	\$14,815,668	\$1,477,359	\$14,305,881	\$12,702,503
Difference to Incumbent - 2 years		\$295,602	(3,079,646)	\$130,484	(269,610)
Difference to Incumbent - 8 years		\$1,027,225	(12,311,085)	\$517,438	(1,085,940)
Rates As of RFP Due Date: 4/30/2026					
Fed Funds Target Rate	3.50-3.75%				
Fed Funds Effective Rate	3.64%				
91-Day T-Bill Discount Rate	3.59%				
Local Government Investment Pool (TexPool)	3.66%				
TOTAL EVALUATION POINTS					
RANKING					

**APPENDIX C
SOUTH TEXAS COLLEGE
RE-BID BANK DEPOSITORY SERVICES
PROJECT NO. 25-26-1045
SUMMARY OF RESPONSES**

		Option 1	Option 2			
NAME		Bank of America, N. A. (IB DDA, NO ECR)	Bank of America, N. A. (NIB Accounts)	Lone Star National Bank	Texas National Bank	
ADDRESS		901 Main St 11th Fl	901 Main St 11th Fl	520 E Nolana Ave	201 S Texas Ave	
CITY/STATE/ZIP		Dallas, TX 75202	Dallas, TX 75202	McAllen, TX 78504	Mercedes, TX 78570	
PHONE		214-209-9904	214-209-9904	956-984-2345		
CONTACT		Angela Hershey	Angela Hershey	Vanessa Ochoa	Edna Cicero	
A	Summary of Responses					
1	Number of years in business.	Established in 1865 (161 years)	230+ years. We were incorporated in 1998 in the State of Delaware.	230+ years. We were incorporated in 1998 in the State of Delaware.	43 years	105 years
2	Expected Bank Services - Online Reporting Services The College uses Workday and expects online reporting that, at a minimum, includes: ledger balance, collected balance, one day float amount, total credits, total debits, detail debits and credits, transaction search capability, and export capability to MS-Excel.	Yes	Yes	Yes	Yes	Yes, no Workday client experience was noted.
3	One Relationship Officer: The College requests one relationship manager to coordinate the successful institution’s efforts and remain directly responsible for facilitating all College/Institution interaction.	Rick Ramirez Relationship Manager SVP Public Finance Phone: 956-971-6861 Email: rick.ramirez@pnc.com 3900 N 10th St., FL 3 McAllen, TX 78501	Angela L. Hershey, Senior Vice President; Sr. Client Manager Phone: 214-209-9904 angela.hershey@bofa.com 901 Main St Dallas TX 75202-3738	Angela L. Hershey, Senior Vice President; Sr. Client Manager Phone: 214-209-9904 angela.hershey@bofa.com 901 Main St Dallas TX 75202-3738	Vanessa Ochoa, FVP Public Funds Management Liaison Phone: 956-984-2345 520 E Nolana Ave McAllen, TX 78504 ochoav@lsnb.com	Michael Williamson, Executive Vice President - Commercial Banker Phone: 956-217-7170 4908 S Jackson Rd Edinburg TX 78539 mwilliamson@texasnational.com
4	Collateral Requirements - Collateral Amount The maximum ledger balances could exceed \$6,000,000 in the aggregate. Historically, the average balances are less than \$5,000,000. Proposer must clearly explain any collateral limitations or fees. The College reserves the right to maximize or minimize bank balances regardless of historical patterns. The institution must monitor the collateral adequacy daily and provide additional collateral to secure balances as required.	Yes	Yes	Yes	Yes/\$60MM Balance Limit	Yes
5	Fraud Protection Services - ACH Positive Pay / ACH Fraud Filter - The College expects ACH positive pay/filter capabilities on its accounts, with the ability to selectively permit specified ACH debits on certain accounts and restrict all ACH debits from certain accounts	Yes	Yes	Yes	Yes	Yes
6	The College expects the institution to cash checks issued to employees (with proper identification) without service charges or fees to the employee or the College, and without requiring the employee or student to open an account with the institution.	Yes	No	No	Yes	Yes

			Option 1	Option 2		
NAME		PNC Bank	Bank of America, N. A. (IB DDA, NO ECR)	Bank of America, N. A. (NIB Accounts)	Lone Star National Bank	Texas National Bank
7	Alert/Messaging System - The College expects alerts sent via email and/or text messaging to alert the specific activity such as incoming wires, positive pay exceptions, etc. How is the College charged for this services?	Option A: Messaging is provided at no cost.	Option A: Messaging is provided at no cost.	Option A: Messaging is provided at no cost.	Option A: Messaging is provided at no cost.	Option A: Messaging is provided at no cost.
8	Verification of References.	Higher education clients listed responded. Several years of experience with a bank.	Higher education client listed responded. Several years of experience with a bank.	Higher education client listed responded. Several years of experience with a bank.	Higher education client listed responded. Several years of experience with a bank.	No higher education client listed.
B The accessibility and locations of the Bank's branches for employees and students in Hidalgo and Starr counties.						
1	Number of branches and locations of branches in Hidalgo and Starr Counties.	Several locations near all campuses and in both counties.	Several locations near the three (3) McAllen campuses.	Several locations near the three (3) McAllen campuses.	Several locations near all campuses and in both counties	Several locations near all campuses and in both counties
C Additional Responses						
1	File Frequency and Scheduling For each supported file type: • How often can files be generated (daily, multiple times per day, near real-time)? • Are deliveries scheduled automatically, or user-initiated?	Files can be generated on a scheduled daily basis, multiple times per day at defined intervals, or on a near real-time/event driven basis, depending on the file type and integration method (e.g., SFTP vs API). Frequency is configurable to align with client operational reconciliation, and reporting requirements.	We support the delivery of information reporting through our CasPro Connect (host to host) channel. Current-day reporting can be available at the college-specified intervals (15, 30, 60 minutes) or select times throughout the day, from 7:30 a.m. to 9:45 p.m. eastern. *Batch products (ACH, CashPro, Lockbox) are typically daily but can be submitted multiple times per day if you need more frequent updates. *Real-time products (RTP, Digital Disbursement) are continuous-you can send a file or API call at any moment. *At any time-24 hours a day, seventh days a week-you can send us a single file containing both electronic and paper disbursement instructions.	We support the delivery of information reporting through our CasPro Connect (host to host) channel. Current-day reporting can be available at the college-specified intervals (15, 30, 60 minutes) or select times throughout the day, from 7:30 a.m. to 9:45 p.m. eastern. *Batch products (ACH, CashPro, Lockbox) are typically daily but can be submitted multiple times per day if you need more frequent updates. *Real-time products (RTP, Digital Disbursement) are continuous-you can send a file or API call at any moment. *At any time-24 hours a day, seventh days a week-you can send us a single file containing both electronic and paper disbursement instructions.	BAI2 files and EDI are generated daily. ACH, wires, Positive Pay and Virtual Cards files can be generated multiple times per day.	
2	Workday Client Experience Does your institution currently have any Workday clients using integrations in production? Which integrations are in use? Delivery method (SFTP, API, etc.) Fully integrated or required manual steps?	Yes, PNC has clients currently using the integrations with Workday, listed in question 1. We have clients using both delivery methods, SFTP and APIs. In addition, clients can use PINACLE Connectors for Workday.	Yes, BofA clients currently using the integrations listed in question 1. Workday HCM, Workday financials, Workday procurement and Workday payroll are in use. Fully automated.	Yes, BofA clients currently using the integrations listed in question 1. Workday HCM, Workday financials, Workday procurement and Workday payroll are in use. Fully automated.	Yes, LSNB clients currently using the integrations listed in question 1. BAI2 and SFTP are in use. Require manual steps.	No
3	Standard vs Custom Integrations Are the integrations listed above standard, out-of-the-box offerings, or custom implementations? • Which integrations • Whether additional cost or implementation effort is required	Integrations are standard, prebuilt integrations and custom integrations. Will provide full disclosure of any costs prior to implementation.	We have standard, as well as some custom implementations. Would depend on the file or data requirements and all costs would be disclosed.	We have standard, as well as some custom implementations. Would depend on the file or data requirements and all costs would be disclosed.	Integrations are standard.	Integrations are standard.
TOTAL EVALUATION POINTS		93.90	82.58	40.73	82.30	64.23
RANKING		1	2	5	3	4

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

APPENDIX D
SOUTH TEXAS COLLEGE
RE-BID BANK DEPOSITORY SERVICES
PROJECT NO. 25-26-1045
EVALUATION SUMMARY

				Option 1		Option 2					
VENDOR NAME		PNC Bank		Bank of America		Bank of America		Lone Star National Bank		Texas National Bank	
ADDRESS		3900 N. 10th Street		901 Main Street Floor 11		901 Main Street Floor 11		520 E. Nolana Ave		201 S. Texas Ave	
CITY/STATE/ZIP		McAllen, TX 78501		Dallas, TX 75202		Dallas, TX 75202		McAllen, TX 78504		Mercedes, TX 78570	
PHONE		956-971-6861		214-209-9904		956-209-9904		956-984-2345			
CONTACT		Rick Ramirez		Angela Hershey		Angela Hershey		Vanessa Ochoa		Edna Cicero	
1	The charges for maintaining district accounts, records and reports as well as interest rate proposed on time deposits. (up to 50 points) -a. Interest earnings on interest bearing accounts. -b. Cost of services. -c. Earnings credit calculation on compensating balance. -d. Transition cost. e. Retention and transition offers and incentives. -f. Compensating balance requirement.	44	47.02	49	47	14	5.75	42	45.6	33	39.82
		48.04		46		2.99		46.7		42.13	
		48		46		3		47		42	
		48.04		47		3		46.7		42.13	
2	The Respondent's ability to perform and provide the required and requested services (up to 25 points) -a. Provide firm's ability in providing the services required in this solicitation. -b. System reporting capabilities. -c. Positive Pay fraud protection services (based on date, check number, amount and payee name and default). -d. Same day funds availability. -e. Provided examples of your firm's civic activities, awards and recognitions that the institution has received. -f. Provided firm's principal(s) and staff commitment in providing the service. -g. Compliance with all applicable state and federal regulations for the services proposed. -h. Relevant experience managing similar account relationships with other higher education institutions. -i. Verification of references. -j. Completeness of proposal. -k. Financial strength and stability of the institution.	24	24	20.1	20.28	17.7	19.68	15.8	11.7	11.1	5.03
		24		20		20		10		3	
		24		20		20		10		2	
		24		21		21		11		4	
3	The accessibility and locations of the Bank's branches for employees and students in Hidalgo and Starr Counties. (up to 25 points) -a. Number of branches and locations of branches in Hidalgo and Starr Counties. -b. Cash deposit capabilities where no branch locations is convenient.	20	22.88	13	15.3	13	15.31	25	25	24	19.39
		23.52		16.22		16.22		25		17.57	
		24		16		16		25		18	
		24		16		16		25		18	
TOTAL EVALUATION POINTS		93.90		82.58		40.73		82.30		64.23	
RANKING		1		2		5		3		4	

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

**Review and Recommend Action on Proposed Donation of Equipment and
Welding Structure Purchased with Bond Proceeds to La Joya Independent
School District**

Purpose	To approve the proposed donation of equipment and welding structure purchased with bond proceeds to La Joya Independent School District, as identified in Appendix A, and authorize the removal of these assets, as applicable, from the College's inventory system and general ledger.
Justification	On August 15, 2015, the Board of Trustees approved a facility lease agreement to support the partnership between South Texas College and La Joya Independent School District (La Joya ISD). Through this partnership, educational programs were offered at Jimmy Carter Early College High School. As part of the collaboration, renovations funded through the 2013 Bond Construction Program expanded instructional capacity, including classrooms, science laboratories, science preparation and storage rooms, computer laboratories, and an outdoor welding lab. The property is no longer required to support College operations and is being considered for donation to La Joya ISD to allow the continued use of this equipment and welding structure for educational purposes at Jimmy Carter Early College High School. Legal Counsel has reviewed and ensured that the proposed disposition complies with applicable bond covenants, legal requirements, and financial obligations. The attached Resolution, prepared by legal counsel, reflects a finding that the donation of the property is not a gift of public funds. A joint walkthrough with representatives from La Joya ISD was conducted on July 15, 2026, to verify the assets proposed for donation. At the time of publication of the Board packet, the assets list with the values was not available. Information will be provided on the day of the Board meeting.
Additional Information	This item was presented to the Finance, Audit, and Human Resources Committee as an update. Therefore, it is being presented to the Board without a Committee recommendation.
Enclosed Documents	Appendix A – Resolution 2026-019 Authorizing the Donation of College District Personal Property to La Joya Independent School District Appendix B – Memorandum

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

Recommendation The Board of Trustees of South Texas College approves and authorizes the proposed donation of equipment and welding structure purchased with bond proceeds to La Joya Independent School District, as identified in Appendix A, and authorize the removal of these assets, as applicable, from the College's inventory system and general ledger.

APPENDIX A

RESOLUTION NO. 2026-019

RESOLUTION OF THE BOARD OF TRUSTEES OF SOUTH TEXAS COLLEGE AUTHORIZING THE DONATION OF COLLEGE DISTRICT PERSONAL PROPERTY TO LA JOYA INDEPENDENT SCHOOL DISTRICT

WHEREAS, South Texas College (the "College District") and La Joya Independent School District ("La Joya ISD") entered into an agreement dated May 17, 2017, as amended or renewed (the "Agreement"), under which the College District held classes at the Jimmy Carter Early College High School campus (the "Campus"); and

WHEREAS, in connection with the Agreement the College District acquired equipment and constructed welding laboratory improvements at the Campus for use in the College District's instructional programs; and

WHEREAS, under the Agreement the College District retained ownership of, and the right to remove, the welding laboratory improvements, which are therefore personal property of the College District; and

WHEREAS, the College District no longer conducts classes at the Campus, and the equipment and welding laboratory improvements identified in Exhibit A (the "Property") are no longer needed for the College District's programs; and

WHEREAS, rather than remove and relocate the Property, the College District wishes to donate the Property it owns to La Joya ISD so that the Property remains in use for public education serving students in the region; and

WHEREAS, the College President has declared the Property to be unnecessary College District personal property in accordance with Board Policy CIB(LOCAL) and has recommended that the Board approve the donation of the Property to La Joya ISD as a disposal for less than fair market value; and

WHEREAS, the Board of Trustees of the College District (the "Board") is authorized to manage and dispose of College District property under Section 130.084 of the Texas Education Code and the general law governing the management and control of school districts; and

WHEREAS, the College District and La Joya ISD are local governments authorized to contract with one another under the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, to further the governmental function of public education; and

WHEREAS, Board Policy CIB(LOCAL) provides that, before approving the disposal of unnecessary property for less than fair market value, the Board shall determine that the conveyance is not a gift of public funds by making the findings set out below;

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

Section 1. Recitals. The recitals set forth above are true and correct and are incorporated into this Resolution.

Section 2. Findings. The Board finds that the donation of the Property to La Joya ISD is not a gift of public funds and specifically finds that:

- (a) The predominant purpose of the donation is to accomplish a public purpose, not to benefit private parties, because the Property will remain in use for public education serving students in the region;
- (b) The College District will retain sufficient control over the Property to ensure that the public purpose is accomplished and to protect the public's investment, through the use restriction, transfer restriction, and reverter provisions required by Section 4 of this Resolution; and
- (c) The College District will receive a return benefit, including avoiding the cost and disruption of removing and relocating the Property that the College District no longer needs.

Section 3. Approval of Donation. The Board approves the donation to La Joya ISD of all of the College District's right, title, and interest in the Property identified in Exhibit A. Any item identified as having been acquired in whole or in part with federal grant funds is excluded from the donation and shall be handled in accordance with applicable federal disposition requirements, including 2 C.F.R. Section 200.313, unless and until those requirements are satisfied.

Section 4. Interlocal Donation Agreement. The Board authorizes the donation to be documented through an interlocal donation agreement between the College District and La Joya ISD under Chapter 791 of the Texas Government Code. The agreement shall require that La Joya ISD use the Property solely for educational purposes and shall restrict the sale, transfer, or private use of the Property, in each case for a term of ten years from the effective date of the agreement or the useful life of the applicable item, whichever is shorter. The agreement shall provide for the return of the applicable Property to the College District, or another remedy protecting the public's investment, if La Joya ISD ceases to use it for the public purpose during that term. The agreement shall further provide that, upon the donation, the College District has no further obligation to remove the Property or to restore the premises at the Campus.

Section 5. Authorization. The College President, or the President's designee, is authorized to execute the interlocal donation agreement and any related documents, and to take all actions necessary to carry out this Resolution.

Section 6. Bond Compliance. The College President, or the President's designee, is directed to coordinate with the College District's bond counsel to confirm that the transfer is consistent with the College District's outstanding bonds and to document the transfer in the College District's post-issuance compliance records.

Section 7. Effective Date. This Resolution is effective upon its adoption.

PASSED AND APPROVED this _____ day of _____, 20____.

Chair, Board of Trustees
South Texas College

ATTEST:

Secretary, Board of Trustees
South Texas College

EXHIBIT A

Inventory of Donated Property

[To be attached following the walk-through.]

APPENDIX B
SOUTH TEXAS COLLEGE

MEMORANDUM

TO: Board of Trustees, South Texas College
FROM: Dr. Ricardo J. Solis, President and Chief Executive Officer
DATE: _____, 20____
RE: Declaration of Unnecessary Property and Recommendation of Donation to La Joya Independent School District (Jimmy Carter Early College High School Campus)

The College District holds equipment and welding laboratory improvements at the Jimmy Carter Early College High School campus that were acquired and constructed in connection with the College District's agreement with La Joya Independent School District dated May 17, 2017, as amended or renewed. The College District no longer conducts classes at that campus, and these items are no longer needed for the College District's programs.

In accordance with Board Policy CIB(LOCAL), I hereby declare the items identified in the attached inventory (the "Property") to be unnecessary College District personal property.

I recommend that the Board approve the donation of the Property to La Joya Independent School District as a disposal for less than fair market value under Board Policy CIB(LOCAL). The donation keeps the Property in use for public education serving students in the region and avoids the cost and disruption of removing and relocating property the College District no longer needs. A proposed resolution containing the findings required by Board Policy CIB(LOCAL), and authorizing an interlocal donation agreement with La Joya Independent School District, accompanies this memorandum.

Dr. Ricardo J. Solis
President and Chief Executive Officer
South Texas College

Attachment: Inventory of Property

Review and Discussion of First Reading of Local Board Policy Included in Numbered Update 51

Purpose	To review proposed updates to the local policy 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 Policy Appendix B - Policy
Staff Resource	Luis Gonzalez, Chief Information Security Officer Dr. Jesus H. Campos, Interim Vice President for Technology, Information, and Planning Services
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
Business and Support Services				
A.	CS (Local) – Information Security	3/24/2026	51	Revisions to this local policy at Information Security Assessment incorporate amendments to rules from DIR intended to implement HB 1500, which eliminated the information security components of the assessments that were relevant to community colleges.
Policy Modifications are reflected as follows:				
Additions: blue font		Deletions: red font with a strikethrough.		Repositioned: Moved From <u>Moved To</u>

Appendix B

Policies follow in the packet.

The College President is responsible for the security of the College District's information resources. The College President or designee shall develop procedures for ensuring the College District's compliance with applicable law.

Information Security Officer

The College President or designee shall designate an information security officer (ISO) who is authorized to administer the information security requirements under law. The College President or designee must notify the Department of Information Resources (DIR) of the individual designated to serve as the ISO.

Information Security Program

The College President or designee shall annually review and approve an information security program designed in accordance with law by the ISO to address the security of the information and information resources owned, leased, or under the custodianship of the College District against unauthorized or accidental modification, destruction, or disclosure. The program shall include procedures for risk assessment and for information security awareness education for employees when hired and an ongoing program for all users.

The information security program must be submitted biennially for review by an individual designated by the College President and who is independent of the program to determine if the program complies with the mandatory security controls defined by DIR and any controls developed by the College District in accordance with law.

College District Website and Mobile Application Security

The College President or designee shall adopt procedures addressing the privacy and security of the College District's website and mobile applications and submit the procedures to DIR for review.

The procedures must require the developer of a website or application for the College District that processes confidential information to submit information regarding the preservation of the confidentiality of the information. The College District must subject the website or application to a vulnerability and penetration test before deployment.

Covered Social Media Applications

The College President or designee shall adopt procedures prohibiting the installation or use of a covered application, as defined by law, on a device owned or leased by the College District and requiring the removal of any covered applications from the device.

Exception

The procedures shall permit the installation and use of a covered application for purposes of law enforcement and the development and implementation of information security measures. The procedures must address risk mitigation measures during the permitted

use of the covered application and the documentation of those measures.

Reports

Effectiveness of
Policies,
Procedures, and
Practices

The ISO shall report annually to the College President on the effectiveness of the College District's information security policies, procedures, and practices in accordance with law and administrative procedures.

Biennial Information
Security Plan

The College District shall submit a biennial information security plan to DIR in accordance with law.

~~Information Security
Assessment~~

~~In accordance with law, at least every two years, the College District shall submit the results of its information security assessment to DIR and, if requested, the office of the governor, lieutenant governor, and speaker of the house of representatives.~~

Security Incidents
*By the College
District*

The College District shall assess the significance of a security incident and report it to DIR and law enforcement in accordance with law and, if applicable, DIR requirements.

Generally

Security Breach
and
Cybersecurity
Incident
Notification

Upon discovering or receiving notification of a breach of system security or a cybersecurity incident, as defined by law, the College District shall disclose the breach or incident to affected persons or entities in accordance with the time frames established by law.

The College District shall give notice by using one or more of the following methods:

1. Written notice.
2. Electronic mail, if the College District has electronic mail addresses for the affected persons.
3. Conspicuous posting on the College District's website.
4. Publication through broadcast media.

*By Vendors and
Third Parties*

The College District shall include in any vendor or third-party contract the requirement that the vendor or third party report information security incidents to the College District in accordance with law and administrative procedures.

The College President is responsible for the security of the College District's information resources. The College President or designee shall develop procedures for ensuring the College District's compliance with applicable law.

Information Security Officer

The College President or designee shall designate an information security officer (ISO) who is authorized to administer the information security requirements under law. The College President or designee must notify the Department of Information Resources (DIR) of the individual designated to serve as the ISO.

Information Security Program

The College President or designee shall annually review and approve an information security program designed in accordance with law by the ISO to address the security of the information and information resources owned, leased, or under the custodianship of the College District against unauthorized or accidental modification, destruction, or disclosure. The program shall include procedures for risk assessment and for information security awareness education for employees when hired and an ongoing program for all users.

The information security program must be submitted biennially for review by an individual designated by the College President and who is independent of the program to determine if the program complies with the mandatory security controls defined by DIR and any controls developed by the College District in accordance with law.

College District Website and Mobile Application Security

The College President or designee shall adopt procedures addressing the privacy and security of the College District's website and mobile applications and submit the procedures to DIR for review.

The procedures must require the developer of a website or application for the College District that processes confidential information to submit information regarding the preservation of the confidentiality of the information. The College District must subject the website or application to a vulnerability and penetration test before deployment.

Covered Social Media Applications

The College President or designee shall adopt procedures prohibiting the installation or use of a covered application, as defined by law, on a device owned or leased by the College District and requiring the removal of any covered applications from the device.

Exception

The procedures shall permit the installation and use of a covered application for purposes of law enforcement and the development and implementation of information security measures. The procedures must address risk mitigation measures during the permitted

use of the covered application and the documentation of those measures.

Reports

Effectiveness of
Policies,
Procedures, and
Practices

The ISO shall report annually to the College President on the effectiveness of the College District's information security policies, procedures, and practices in accordance with law and administrative procedures.

Biennial Information
Security Plan

The College District shall submit a biennial information security plan to DIR in accordance with law.

Information Security
Assessment

In accordance with law, at least every two years, the College District shall submit the results of its information security assessment to DIR and, if requested, the office of the governor, lieutenant governor, and speaker of the house of representatives.

Security Incidents
*By the College
District*

The College District shall assess the significance of a security incident and report it to DIR and law enforcement in accordance with law and, if applicable, DIR requirements.

Generally

Security Breach
and
Cybersecurity
Incident
Notification

Upon discovering or receiving notification of a breach of system security or a cybersecurity incident, as defined by law, the College District shall disclose the breach or incident to affected persons or entities in accordance with the time frames established by law.

The College District shall give notice by using one or more of the following methods:

1. Written notice.
2. Electronic mail, if the College District has electronic mail addresses for the affected persons.
3. Conspicuous posting on the College District's website.
4. Publication through broadcast media.

*By Vendors and
Third Parties*

The College District shall include in any vendor or third-party contract the requirement that the vendor or third party report information security incidents to the College District in accordance with law and administrative procedures.

The College President is responsible for the security of the College District's information resources. The College President or designee shall develop procedures for ensuring the College District's compliance with applicable law.

Information Security Officer

The College President or designee shall designate an information security officer (ISO) who is authorized to administer the information security requirements under law. The College President or designee must notify the Department of Information Resources (DIR) of the individual designated to serve as the ISO.

Information Security Program

The College President or designee shall annually review and approve an information security program designed in accordance with law by the ISO to address the security of the information and information resources owned, leased, or under the custodianship of the College District against unauthorized or accidental modification, destruction, or disclosure. The program shall include procedures for risk assessment and for information security awareness education for employees when hired and an ongoing program for all users.

The information security program must be submitted biennially for review by an individual designated by the College President and who is independent of the program to determine if the program complies with the mandatory security controls defined by DIR and any controls developed by the College District in accordance with law.

College District Website and Mobile Application Security

The College President or designee shall adopt procedures addressing the privacy and security of the College District's website and mobile applications and submit the procedures to DIR for review.

The procedures must require the developer of a website or application for the College District that processes confidential information to submit information regarding the preservation of the confidentiality of the information. The College District must subject the website or application to a vulnerability and penetration test before deployment.

Covered Social Media Applications

The College President or designee shall adopt procedures prohibiting the installation or use of a covered application, as defined by law, on a device owned or leased by the College District and requiring the removal of any covered applications from the device.

Exception

The procedures shall permit the installation and use of a covered application for purposes of law enforcement and the development and implementation of information security measures. The procedures must address risk mitigation measures during the permitted

use of the covered application and the documentation of those measures.

Reports

Effectiveness of
Policies,
Procedures, and
Practices

The ISO shall report annually to the College President on the effectiveness of the College District's information security policies, procedures, and practices in accordance with law and administrative procedures.

Biennial Information
Security Plan

The College District shall submit a biennial information security plan to DIR in accordance with law.

Security Incidents

The College District shall assess the significance of a security incident and report it to DIR and law enforcement in accordance with law and, if applicable, DIR requirements.

*By the College
District*

Generally

Security Breach
and
Cybersecurity
Incident
Notification

Upon discovering or receiving notification of a breach of system security or a cybersecurity incident, as defined by law, the College District shall disclose the breach or incident to affected persons or entities in accordance with the time frames established by law.

The College District shall give notice by using one or more of the following methods:

1. Written notice.
2. Electronic mail, if the College District has electronic mail addresses for the affected persons.
3. Conspicuous posting on the College District's website.
4. Publication through broadcast media.

*By Vendors and
Third Parties*

The College District shall include in any vendor or third-party contract the requirement that the vendor or third party report information security incidents to the College District in accordance with law and administrative procedures.

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

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

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

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

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

- a. Approval of Two (2) Proposed Change Orders for the Health Science Professions Campus HSP and Conference Center Building E
- b. Approval on Final Completion of the Health Science Professions Campus East Building A Renovation of the Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab
- c. Approval on Final Completion of the District Wide HVAC Replacements Phase I at Mid-Valley Campus
- d. Approval of the Proposed Committee Meeting Calendar for FY 2026-2027

Justification

**Additional
Information**

**Enclosed
Documents** None

Funding

Staff Resource

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

The Board of Trustees of South Texas College approve and authorize items “a – d” of the Facilities Committee Consent Agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis

President

Approval of Two (2) Proposed Change Orders for the Health Science Professions Campus HSP and Conference Center Building E

Purpose To approve proposed change orders to the construction services contract for the project.

Justification Two (2) proposed change orders to the construction contract are needed to cover additional costs for changes to the scope of work.

Change Order #2:

- Removal and reinstallation of existing windows and window frames with new flashing and sealant on the north, west, and south sides of the building..... \$55,000.00
- Updated wall detailing and fluid-applied membrane... 5,009.29
- Change of resilient base in hallway for terrazzo tile 522.00
- Subtotal for Change Order #2 \$60,531.29**

Change Order #3:

- Additional ninety-three (93) days added to contract time
- Construction revisions associated with the dental hygienist area
 - Includes storage area, HVAC, electrical, plumbing infrastructure, millwork, insulation, flooring, doors, and doorframes \$198,237.24

The combined total of the two (2) change orders is \$258,768.53. The project contains a current Contingency Allowance of \$244,542.55, to which the change order amounts will be applied. The remaining balance would increase the construction contract amount.

Construction Contract Amount.....	\$6,557,100.00
Net Effect of Change Order No. 2 to Contract Amount	0.00
Net Effect of Change Order No. 3 to Contract Amount	14,225.98
Revised Construction Contract Amount.....	\$6,571,325.98

Enclosed Documents Appendix A – Change Order #2
Appendix B – Change Order #3
Appendix C – Fact Sheet

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

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

Recommendation Administration requests the Committee recommend Board approval of the proposed change orders with Tri-Gen Construction in the amount of \$258,768.53, to be deducted from the contingency allowance and to increase the total construction contract amount, and an additional ninety-three (93) days for the Health Science Professions Campus HSP and Conference Center Building E project as presented.

Appendix A

Change Order #2 follows in the packet.

Appendix B

Change Order #3 follows in the packet.

Appendix C

Fact Sheet follows in the packet.



AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*

South Texas College Regional Workforce
Development Healthcare Center Building E
Renovation and Expansion
210 S. McColl Rd.
McAllen, TX 78503

CONTRACT INFORMATION:

Contract For: General Construction

Date: October 07, 2025

CHANGE ORDER INFORMATION:

Change Order Number: 002

Date: July 08, 2026

OWNER: *(Name and address)*

South Texas College
3200 W. Pecan Blvd.
McAllen, Texas 78503

ARCHITECT: *(Name and address)*

ERO Architects, LLC
135 Paseo del Prado, Ste. 58
Edinburg, Texas 78539

CONTRACTOR: *(Name and address)*

Tri-Gen Construction, LLC
2900 N. Texas Blvd., Suite 201
Weslaco, Texas 78599

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

- 1.) Proposal Request 005R: Change of Resilient Base in Hallway for Terrazo Tile due to Stain/Wear Spacing. \$522.00
- 2.) Proposal Request 008: Window Removal and Reinstallation. \$55,000.00
- 3.) Proposal Request 009R: Updated Wall Details and Fluid-Applied Membrane. \$5,009.29

Total: \$60,531.29

Original Owner's Contingency	\$246,762.00
Allowance Expenditure Prior to this Authorization	\$ 2,219.45
Allowance Balance Prior to this Authorization	\$244,542.55
Allowance Sum will be decreased by this Authorization	\$ 60,531.29
New Owner's Contingency Balance	\$184,011.26

The original Contract Sum was	\$ 6,557,100.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 6,557,100.00
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 6,557,100.00

The Contract Time will be unchanged by (0) days.

The new date of Substantial Completion will be November 09, 2026

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT *(Signature)*

BY: Octavio Cantu, AIA

*(Printed name, title, and license
number if required)*

Date

CONTRACTOR *(Signature)*

(Printed name and title)

Date

OWNER *(Signature)*

(Printed name and title)

Date



Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
South Texas College Regional Workforce
Development Healthcare Center Building E
Renovation and Expansion
210 S. McColl Rd.
McAllen, TX 78503

CONTRACT INFORMATION:
Contract For: General Construction

Date: October 07, 2025

CHANGE ORDER INFORMATION:
Change Order Number: 003

Date: July 08, 2026

OWNER: *(Name and address)*
South Texas College
3200 W. Pecan Blvd.
McAllen, Texas 78503

ARCHITECT: *(Name and address)*
ERO Architects, LLC
135 Paseo del Prado, Ste. 58
Edinburg, Texas 78539

CONTRACTOR: *(Name and address)*
Tri-Gen Construction, LLC
2900 N. Texas Blvd., Suite 201
Weslaco, Texas 78599

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Change Order 003 is issued for the Dental Lab Renovations as requested by the Owner. Refer to Tri-Gen's proposal attached for a complete breakdown of associated costs.

Application of Owner's Contingency

Amount to be deducted from Owner's Contingency: \$184,011.26
Remaining balance to be added to the Contract Sum: \$ 14,225.98

Original Owner's Contingency:	\$246,762.00
Allowance Expenditure Prior to this Authorization:	\$ 62,750.74
Allowance Balance Prior to this Authorization:	\$184,011.26
Allowance Sum will be decreased by this Authorization:	\$184,011.26
New Owner's Contingency Balance:	\$ 0.00

The original Contract Sum was	\$ 6,557,100.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 6,557,100.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 14,225.98
The new Contract Sum including this Change Order will be	\$ 6,571,325.98

The Contract Time will be increased by Ninety-Three (93) days.
The new date of Substantial Completion will be February 10, 2027

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT *(Signature)*

BY: Octavio Cantu, AIA

*(Printed name, title, and license
number if required)*

Date

CONTRACTOR *(Signature)*

(Printed name and title)

Date

OWNER *(Signature)*

(Printed name and title)

Date



Project Fact Sheet
6/23/2026

Project Name: Health Science Professions - Regional Workforce Development Healthcare Center Building E				Project No. 2023-020C			
Funding Source(s): Unexpended Plant Fund							
		FY 22-23			FY 23-24		
		FY 22-23 Actual Expenditures			FY 23-24 Actual Expenditures		
		Variance of Project Budget vs. Actual Expenditures			Variance of Project Budget vs. Actual Expenditures		
	*Original Project Budget	Revised Project Budget	Project Budget	Expenditures	Project Budget	Expenditures	Expenditures
Construction:	\$ 4,000,000.00	\$ 6,169,052.50	\$ -	\$ -	\$ 2,500,000.00		\$ 2,500,000.00
Design:	\$ 400,000.00	443,500.00			250,000.00		250,000.00
Miscellaneous:	\$ 120,000.00	131,000.00			5,000.00	498.51	4,501.49
FFE:	\$ 240,000.00	277,000.00					-
Technology:	\$ 240,000.00	277,000.00					-
Total:	\$ 5,000,000.00	\$ 7,297,552.50	\$ -	\$ -	\$ 2,755,000.00	\$ 498.51	\$ 2,754,501.49
* Pending Architect's Probable Cost for Construction							
		FY 24-25			FY 25-26		
		FY 24-25 Actual Expenditures			FY 25-26 Actual Expenditures		
		Variance of Project Budget vs. Actual Expenditures			Variance of Project Budget vs. Actual Expenditures		
			Project Budget	Expenditures	Project Budget	Expenditures	Total Actual Expenditures To Date
Construction:			\$ 4,433,000.00		\$ 5,140,880.00	\$ 1,852,175.92	\$ 1,852,175.92
Design:			443,500.00	398,182.07	66,525.00	96,298.46	494,480.53
Miscellaneous:			131,000.00	10,194.80	87,000.00	3,922.11	14,615.42
FFE:			277,000.00		-	-	-
Technology:			277,000.00		-	-	-
Total:			\$ 5,561,500.00	\$ 408,376.87	\$ 5,294,405.00	\$ 1,952,396.49	\$ 3,342,008.51
Project Team				Board Status			
Approval to Solicit Architect/Engineer: 7/25/2023				Contract Amount Actual Expenditures Variance			
Architect/Engineer: goERO International, LLC				Vendor			
Contractor: Tri-Gen Construction				goERO International \$ 406,563.75 \$ 494,480.53 \$ (87,916.78)			
				Tri-Gen Construction \$ 6,557,100.00 \$ 1,852,175.92 \$ 4,704,924.08			
STC FPC Project Manager: David Valdez				Substantial Completion TBD Board Acceptance TBD			
				Final Completion TBD Board Acceptance TBD			
Project Description				Project Scope			
Design, renovation, and expansion of an existing facility for the Regional Workforce Development Healthcare Center Building E.				Renovation of the existing 21,966 and 6,800 expansion to provide classrooms, office spaces, and event center for the Regional Workforce Development Healthcare department.			
Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
7/25/2023	5/28/2024	2/25/2025	9/23/2025	10/31/2025	11/24/2026	12/22/2026	12/22/2025
Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2022-23	-	-	-	-	-	\$ -	
2023-24	-	-	498.51	-	-	\$ 498.51	
2024-25	-	398,182.07	10,194.80	-	-	\$ 408,376.87	
2025-26	1,852,175.92	96,298.46	3,922.11	-	-	\$ 1,952,396.49	
Project Total	\$ 1,852,175.92	\$ 494,480.53	\$ 14,615.42	\$ -	\$ -	\$ 2,361,271.87	
Current Agenda Item							
July 14, 2026 Facilities Committee Meeting: Review and Recommend Action on Two (2) Proposed Change Orders for the Health Science Professions Campus HSP and Conference Center Building E							

FPC Project Manager David A. Valdez

FPC Director Roberto Gomez

FPC Executive Director [Signature]

**Approval on Final Completion of the Health Science Professions Campus East
Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community
Pharmacy Lab**

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

Justification On June 23, 2026, the Board of Trustees approved Substantial Completion of this project.

- Architect: Boultinghouse Simpson Gates Architects
- Contractor: CRC Development & Construction Co., LLC.

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. The total cost approved for these projects was \$265,320.

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

Funding The total Health Science Professions Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab Project 2023-003C estimated cost and approved budget, including construction, design, miscellaneous, FFE, and technology, is \$161,640.

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

The total Health Science Professions Campus East Building A Community Pharmacy Lab Renovations Project 2025-005C estimated cost and approved budget, including construction, design, miscellaneous, FFE, and technology, is \$355,607.

- Construction \$274,600
- Design 27,460
- Miscellaneous 6,865
- FFE 23,341
- Technology 23,341
- Total \$355,607**

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

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

Recommendation Administration requests the Committee recommend Board approval of final completion and release of final payment with CRC Development & Construction Co., LLC. in the amount of \$46,370.63 for the Health Science Professions Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab projects as presented.

Appendix A
Current Budget Status

Health Science Professions Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$399,600.00	\$265,320.00	\$4,965.63	\$270,285.63	\$223,915.00	\$46,370.63

Appendix B
Photos follow in the packet.

Appendix C
Final Completion follows in the packet.

Appendix D
Fact Sheet follows in the packet.

Health Science Professions Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab



Health Science Professions Campus East Building A Community Pharmacy Lab Renovation



Health Science Professions Campus East Building A Community Pharmacy Lab Renovation



DRAFT



6-23-2026

Mr. Rick De La Garza
Executive Director of Facilities Planning and Construction
South Texas College
McAllen Texas

Re: Final Completion for STC Health Science Professions Campus Building A Radiology
Lab to Multipurpose Skills Lab and Community Pharmacy Lab Renovations
BSA Project number 2506

Mr. De La Garza,

As of June 23rd, 2026, CRC Construction has completed construction, but has yet to address all punch list items. No close-out documents have been submitted as of today's date.

In general, the work has been performed in accordance with the Contract Documents and BSG Architects recommends final project acceptance once all punchlist items have been verified as completed. BSG Architects recommends procuring the close-out documentation including the as-built documents, warranties, O&M manuals, Consent of Surety, and Affidavit for the Release of Liens prior to releasing the final retainage payment to CRC Construction.

If you have any questions or need any additional information, please don't hesitate to call me.

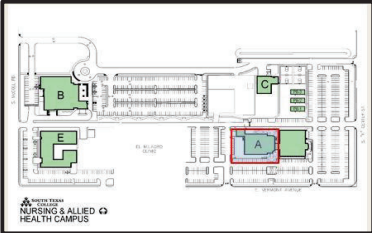
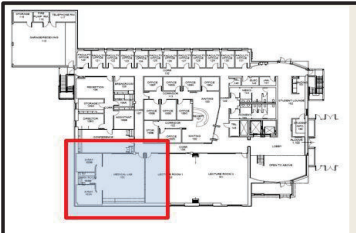
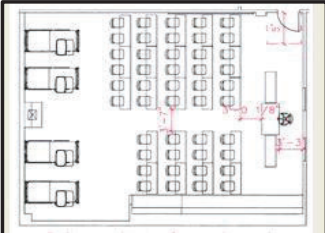
Sincerely,

John Gates, AIA
Boultinghouse Simpson Gates Architects

cc: ncl/file



Project Fact Sheet
6/23/2026

Health Science Professions Formerly Nursing and Allied Health Campus - Renovation of Radiolo				Project No. 2023-003C				
Funding Source(s): Unexpended Construction Fund								
		FY 24-25		FY 25-26		Variance of		
		Total	FY 24-25	Variance of Project	Total	FY 25-26	Project Budget	Total Actual
		Project Budget	Actual	Budget vs. Actual	Project Budget	Actual	vs. Actual	Expenditures To
			Expenditures	Expenditures		Expenditures	Expenditures	Date
Construction:		\$ 125,000.00	\$ -	\$ 125,000.00	\$ 160,000.00	\$ 111,957.50	\$ 48,042.50	\$ 111,957.50
Design		12,500.00	10,800.00	1,700.00	2,880.00	2,313.70	566.30	13,113.70
Miscellaneous:		3,500.00	620.21	2,879.79	2,750.00	-	2,750.00	620.21
FFE:		10,320.00	-	10,320.00	10,320.00	-	10,320.00	-
Technology:		10,320.00	-	10,320.00	10,320.00	-	10,320.00	-
Total:		\$ 161,640.00	\$ 111,420.21	\$ 150,219.79	\$ 186,270.00	\$ 114,271.20	\$ 71,998.80	\$ 125,691.41
Project Team		Board Status						
Approval to Solicit :	9/24/2024	Board Approval of Schematic Design		4/22/2026	Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer:	Boulthinhhouse Simpson Gates Architects				Boulthinhhouse Simpson Gates Architects	\$ 14,850.00	\$ 13,113.70	\$ 1,736.30
Contractor:	CRC Development & Construction, LLC				CRC Development & Construction, LLC	\$ 132,660.00	\$ 111,957.50	\$ 20,702.50
		Substantial Completion		TBD	Board Acceptance	TBD		
STC FPC Project Manager:	Martin Villarreal	Final Completion		TBD	Board Acceptance	TBD		
Project Description		Project Scope						
Renovation of existing Radiation Lab Room 103 to a multi purpose instructional skills lab for hands on training.		Renovation of existing Radiation Lab Room 103 to a multi purpose instructional skills lab for hands on training.						
Projected Timeline								
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In	
9/24/2024	11/26/2024	4/22/2025	9/23/2025	12/2/2025	6/23/2026	7/28/2026	5/15/2026	
Project Calendar of Expenditures by Fiscal Year								
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total		
2024-25	-	10,800.00	620.21	-	-	\$ 11,420.21		
2025-26	111,957.50	2,313.70	-	-	-	\$ 114,271.20		
Project Total	\$ 111,957.50	\$ 13,113.70	\$ 620.21	\$ -	\$ -	\$ 125,691.41		
Current Agenda Item								
July 14, 2026 Facilities Committee Meeting: Review and Recommend Action on Final Completion of the Health Science Professions Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and East Building A Community Pharmacy Lab								
								Existing Radiology
Nursing and Allied Health		Project Location						

FPC Project Manager Martin Villarreal FPC Director Roberto Gomez FPC Executive Director [Signature]

Approval of Proposed Board and Committee Meeting Calendar for FY 2026 – 2027

Purpose	The Board will be asked to review and take action on a calendar of Committee and Board Meetings for FY 2026 – 2027 at the upcoming Board meeting.
Justification	Facilities Committee Meetings are generally scheduled for the second Tuesday of each month, and are proposed for a starting time of 4:00 p.m. There may be some deviation based upon scheduling conflicts, and any adjustments will be communicated with as much early notification as practical.
Enclosed Documents	Appendix A – Proposed meeting schedule for the Facilities Committee Meetings Appendix B – A full calendar view of the proposed Committee and Board meeting schedule
Staff Resource	Venisa Earhart, Board Relations Administrator
Recommendation	The Facilities Committee is asked to recommend Board approval of the proposed Committee meeting schedule so that all Board members may enter the dates on their planning calendars.

APPENDIX A

The proposed meeting schedule for the Facilities Committee Meeting is as follows:

<u>Weekday</u>	<u>Committee Meeting Date</u>	<u>Meeting Time</u>
Tuesday	September 8, 2026	4:00 p.m.
Tuesday	October 13, 2026	4:00 p.m.
Tuesday	November 10, 2026	4:00 p.m.
Tuesday	December 8, 2026	4:00 p.m.
Tuesday	January 12, 2027	4:00 p.m.
Tuesday	February 9, 2027	4:00 p.m.
Tuesday	March 9, 2027	4:00 p.m.
Tuesday	April 13, 2027	4:00 p.m.
Tuesday	May 11, 2027	4:00 p.m.
Tuesday	June 8, 2027	4:00 p.m.
Tuesday	July 13, 2027	4:00 p.m.
Tuesday	August 10, 2027	4:00 p.m.
Tuesday	September 7, 2027	4:00 p.m.

APPENDIX B

Full calendar follows in the packet.



Board Meeting Committee Meeting Calendar FY 2026 - 2027

September 2026						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July 2027						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2027						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2027						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

	Regular Board Meeting
	Graduation Ceremonies
	Holiday/Professional Dev. Day, College Closed

	Committee Meetings -
	• Education & Workforce Development
	• Facilities
	• Finance, Audit, & Human Resources

- * Education & Workforce Development Committee: 2nd Tuesday of the month, 3:00 p.m.
- * Facilities Committee: 2nd Tuesday of the month, 4:00 p.m.
- * Finance, Audit, & Human Resources Committee: 2nd Tuesday of the month, 5:00 p.m.
- * Board Meetings: 4th Tuesday of the month, 5:30 p.m.

Financial Report for May 2026

Purpose

Administration recommends Board approval of the financial reports for the month of May 2026.

Justification

The following financial reports have been provided under separate cover:

1. Quarterly Investment Report and Money Market Accounts for May 2026.
2. Summary of Revenues for May 2026.
3. Summary of State Appropriations Revenue for May 2026.
4. Summary of Property Tax Revenue for May 2026.
5. Summary of Expenditures by Classification for May 2026.
6. Summary of Expenditures by Function for May 2026.
7. Summary of Auxiliary Fund Revenues and Expenditures for May 2026.
8. Summary of Grant Revenues and Expenditures for May 2026.
9. Foundation Financial Activity for May 2026.

Additional Information

Enclosed Documents

None

Funding

Staff Resource

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

Recommendation

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

The Board of Trustees of South Texas College approves and authorizes the submitted financial reports for the month of May 2026.

Approval Recommended:

Dr. Ricardo J. Solis
President

Informational Reports as of June 2026

Purpose Administration includes the following information reports as of June 2026 for the Board's information.

Justification

1. Checks for \$125,000 and above for June 2026.
2. Check Register for June 2026.
3. Summary of Purchase Orders (Purchasing) for June 2026.
4. Summary of Bid Solicitations (Purchasing) for June 2026.
5. Employee New Hires for June 2026.
6. Employee Resignations/Retirements for June 2026.

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

**Additional
Information**

**Enclosed
Documents** None

Funding

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

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

**Discussion and Action Related to Grievance by AP (Texas Government Code
551.074, Personnel Matters)**

Purpose To discuss grievance by AP.

Justification

**Additional
Information**

**Enclosed
Documents** None

Funding

Staff Resource

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

Regarding the grievance by AP.