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

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. Update by Board Chair

VII. Consideration and Action on Consent Agenda

A. Approval of Board Meeting Minutes

1. May 26, 2026 Board Work Session
2. May 26, 2026 Regular Board Meeting

VIII. Consideration and Action on New Items

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

B. Deliberation and Action as Necessary on Assessment of the College President

C. Request for Consideration of Appointment as Board Committee Chair and Committee Member

D. Report on New Grants

E. Review and Discussion of the External Affairs Department

IX. Consideration and Action on Committee Items

A. **Education and Workforce Development Committee Items**

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

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 of the Award of Proposals and Approval of Purchases, Purchase Renewals, and Renewals

   b. Approval of Change Orders for Contract with Precision Task Group (PTG)/Workday

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

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

4. Review and Recommend Aciton on Proposed Employee Compensation Plan for FY 2026 - 2027

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

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

C. **Facilities Items**

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

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

3. 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

4. Review and Recommend Action on Unexpended Plant Fund - Construction Proposed Projects and Preliminary Budgets for Fiscal Year 2026 - 2027
5. Review and Recommend Action on Renewals and Replacements Plant Fund Proposed Projects and Preliminary Budgets for Fiscal Year 2026 - 2027
6. Review and Action as Necessary Regarding Facility Use Agreement between South Texas College and PossAble Dream Adult High School
7. Review and Action as Necessary Regarding Renewal of Lease Agreement between South Texas College and Sam Houston State University

X. Approval of Financial Reports

A. Financial Report for April 2026

XI. Review of Informational Reports

A. Informational Reports as of May 2026

XII. Review and Action as Necessary on Executive Session Items

A. Grievance by AP (Texas Government Code 551.074 Personnel Matters)

XIII. Announcements

A. Next Meetings

- *Tuesday, July 14, 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

B. Other Announcements

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.

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES WORK SESSION
Tuesday, May 26, 2026 @ 3:00 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, May 26, 2026 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:10 p.m. with Dr. Alejo Salinas, Jr. presiding.

Members present: Mr. Paul R. Rodriguez, Ms. Rose Benavidez via teleconference, Ms. Victoria Cantu, Mr. David De Los Rios, and Ms. Rina Castillo.

Members absent: Ms. Dalinda Gonzalez-Alcantar

Also present: Dr. Ricardo J. Solis, Ms. Mary Del Paz, Dr. Brett Millan via teleconference, Dr. Jesus Campos, Ms. Cindy Blanco, Mr. Joel Jason Rodriguez, Mr. Frank Jason Gutierrez, Dr. Matt Hebbard, Chief Ruben Suarez, Ms. Lisa Aleman, Ms. Alicia Correra, Mr. Sergio Rojas, Lt. Johnny Barboza, Mr. Tony Matamoros, Mr. Andrew Fish, Ms. Gardenia Perez, Ms. Carla Rodriguez, Ms. Jessica Galloso, Ms. Cindy Zavala, and Ms. Venisa Earhart.

Determination of a Quorum

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

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

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. Due to the short time frame of the meeting, the Chairman asked that a more in-depth discussion and presentation be done at another Board Work Session.

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 3:55 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, June 9, 2026 Board Work Session of the South Texas College Board of Trustees.

X_______________________________________

Ms. Victoria Cantu

Board Secretary

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, May 26, 2026 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, May 26, 2026 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:42 p.m. Chair, Dr. Alejo Salinas, Jr. 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 via teleconference, Ms. Lynda Lopez, Ms. Carla Rodriguez, Mr. Khalil Abdullah, Mr. Lucio Gonzalez, Ms. Myriam Lopez, Ms. Monica Perez, Dr. Matt Hebbard, Dr. Rodney Rodriguez, Dr. Fernando Chapa, Mr. Tony De La Garza, Ms. Christina Cavazos, Ms. Marcela Beas, Dr. Marcos Silva, Mr. Nick Hinojosa, Dr. Chris Nelson, Dr. Rebecca De Leon, Ms. Olivia Gomez, Ms. Cindy Zavala, Mr. George McCaleb, Mr. Luis Gonzalez, Mr. Luis De La Garza, Dr. Jayson Valerio, Ms. Cindy Blanco, Ms. Ruby Munoz, Mr. Hector Cerda, Lt. Rene Avendano, Ms. Annel Perez, Mr. Ruben Hernandez, Ms. Melissa Pena, Mr. Robert Barrera, Dr. Ali Esmaeili, Ms. Lisa Quintanilla, Mr. Martin Villarreal, Ms. Kelly Nelson, Mr. Roberto Tijerina, Ms. Julissa Canales, Mr. Andres Vela, Mr. David Valdez, Mr. Rick De La Garza, Ms. Alicia Correa, Dr. Jesus Campos, Ms. Gardenia Perez, Ms. Monica Benitez, Chief Ruben Suarez, Lt. Johnny Barboza, 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

Dr. Jesus Campos, Interim Vice President for Technology, Information and Planning Services said the invocation.

Public Comments

There were no public comments.

Recognition of Outgoing Trustee

Purpose	South Texas College extends its appreciation to Mr. Danny Guzman, outgoing trustee, for his leadership of and service to the College, students, and communities.
Justification	**Mr. Danny Guzman Representing District #7** Mr. Danny Guzman was elected to the Board of Trustees for South Texas College in May 2020 to represent Single-Member District #7. Mr. Guzman has also served as the Board Secretary. Mr. Guzman is recognized for his dedicated support of the College's Mission. His support of college initiatives has helped the College maintain conservative fiscal policies that ensured funding for periods of growth, while providing resiliency and security during periods of unprecedented challenge. Thank you, Mr. Guzman.

Dr. Solis recognized Mr. Danny Guzman's time as Trustee with the Board.

Welcome to Returning and Newly Elected Trustees

Purpose

South Texas College was scheduled to hold an election for Trustees representing Single-Member District #5 and Single-Member District #7 on May 2, 2026.

Justification

Dr. Alejo Salinas, Jr., Representing District #5
Dr. Alejo Salinas, Jr. was re-elected on May 2, 2026, to serve for six years as the Trustee for Single-Member District #5, which encompasses Northwest Hidalgo County, Edinburg, North San Juan and Northeast Pharr.

Dr. Alejo Salinas, Jr. has served on the South Texas College Board of Trustees since his first election in 1996. Dr. Salinas has served as Chair of the Board of Trustees, as well as serving as Chair of the Facilities Committee.

Ms. Rina Castillo, Representing District #7
Ms. Rina Castillo was elected on May 2, 2026, to serve for six years as the Trustee for Single-Member District #7, which encompasses Northeast Hidalgo County, North Weslaco, Edcouch, Elsa, La Villa, Mercedes, Monte Alto, Northeast Alamo, Northeast Edinburg and Hargill.

This is Ms. Castillo's first term serving on the South Texas College Board of Trustees.

Mr. Paul Rodriguez recognized the returning and newly elected Trustees. Each was invited to make comments.

.

Recognition of Outgoing Board Officers for 2020 – 2024

Purpose

In appreciation for their leadership and support of South Texas College, the students, faculty, staff and administration would like to recognize and extend our sincere appreciation to the outgoing Board Officers who have completed their terms as officers of the Board.

Justification

The outgoing Board Officers are:

Dr. Alejo Salinas, Jr., Chairman
Mr. Paul Rodriguez, Vice-Chairman
Mr. Danny Guzman, Secretary

The College sincerely thanks the outgoing Board Officers, who provided steadfast leadership and guidance through unprecedented challenges to campus safety and security, operations, instructional paradigms, enrollment, and personnel management.

Their service and dedication to making STC a world-class higher education institution and their commitment to providing each student with high expectations for success is appreciated and applauded.

Dr. Solis wishes to recognize and thank each Board Officer for their last three-and-a-half years of service.

Dr. Ricardo Solis recognized the outgoing Board Officers. Each one was invited to make comments.

Election of Board Officers

Purpose

The Board approved Policy Manual calls for the election of officers to be held at the first regular meeting of the Board of Trustees following the May trustee election in even numbered years or at any other time when necessary to fill a vacancy.

Justification

Texas Education Code Sec. 130.082 (d) includes the requirement: "Officers of the board shall be elected at the first regular meeting of the board following the regular election of members of the board in even-numbered years, or at any time thereafter in order to fill a vacancy."

Policy BCA – Board Internal Organization: Board Officers and Officials outlines the regulations that govern the manner in which each officer will be elected and describes the responsibilities for the given offices. This policy is included in the packet for your information.

The local policy outlines the following Board Officers:

Chairman
A Chairman of the Board, who shall be a member of the Board, and who shall:

a. Preside at the meetings of the Board; and
b. Perform such other duties and functions as may, from time to time, be assigned by the Board.

Vice Chairman
A Vice Chairman, who shall be a member of the Board, and who shall:

a. Preside at meetings of the Board during the absence of the Chairman; and
b. Perform such other duties and functions as may, from time to time, be assigned by the Board.

Secretary
A Secretary who may, but does not have to, be a member of the Board and who shall:

a. Be the official custodian of the minutes, books, records and seal of the Board; and
b. Perform such other duties and functions as may, from time to time, be assigned by the Board.

The outgoing Board Officers from May 2024 to May 2026 are:

1. Dr. Alejo Salinas, Jr. has served as Chairman,
2. Mr. Paul Rodriguez as Vice Chairman, and
3. Mr. Danny Guzman as Secretary.

Enclosed Documents	The packet also includes a Board Officers Election Guide, outlining the process under Robert's Rules of Orders, the Board's established parliamentary procedures.
Recommendation	It is necessary to elect new officers for the positions of Chair, Vice Chair, and Secretary, to serve through May 2028. The Board may elect each office separately or elect a slate of officers at one time.

Upon a motion by Mr. David De Los Rios and a second by Dr. Alejo Salinas the following Officers were elected to serve from May 2026 to May 2028: Chairman, Mr. Paul Rodriguez, Vice-Chair Ms. Dalinda Gonzalez-Alcantar, and Secretary, Ms. Victoria Cantu.

The vote was unanimous in favor and the motion carried.

Request for Consideration of Appointment as Board Committee Chair and Committee Member

Purpose

Input from Board members on their Committee preferences for appointment and service as a Committee Chair and Committee Members is requested.

Justification

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

1. Education and Workforce Development
2. Finance, Audit, and Human Resources
3. Facilities

The Chairman 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 to be established by action of the Chairman. A committee that includes one or more Trustees in attendance is subject to the Open Meetings Act when it meets to discuss public business or policy.

A list of the current Committee members and appointed Chairs is included for the Board's information. The membership and appointment of Committee Chairs is established by action of the Board Chairman.

Committee appointments are made by the Chair of the Board, and an agenda item will be included at the June 2026 Regular Board Meeting to provide the Chair the opportunity to make/revise appointments as necessary.

Recommendation

It is recommended that the newly elected Board Chair request input from Board members on their Committee preferences and desire to serve as a Committee Chair and/or Member.

The newly elected Chairman, Mr. Paul Rodriguez, handed out a form to request input from Board Members on their Committee preferences.

Report on New Grants

April 2026 Grant Awards

Grant Title: Youth STEM Grant

Awarding Agency: Texas Workforce Commission

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

Amount Awarded: $199,744

Funding Period: May 1, 2026 – October 31, 2026

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

Project Summary: Funding will support the implementation of a Summer Youth STEM Camp Program serving middle and high school students in Hidalgo and Starr Counties. The program will consist of 13 non-residential day camps offered through 39 sessions. Each session will span five days and provide 20 instructional hours, apart from three Biology Explorers sessions, which will offer 12 instructional hours. Camps will be held across June and July 2026 at STC's Pecan, Technology, Starr County, and Mid-Valley campuses.

Grant Title: Child and Adult Care Food Program (CACFP)

Awarding Agency: United States Department of Agriculture (USDA)

Division and Department Awarded: AAED, Child Development and Early Childhood

Amount Awarded: $90,416.25

Funding Period: October 1, 2025 – September 30, 2026

Strategic Goal #1: Champion Student Success

Project Summary: Funding will support the Mid Valley Child Development Center's participation in the Child and Adult Care Food Program (CACFP), a federal initiative that reimburses providers for serving nutritious meals and snacks to eligible children and adults. Funds will be used to offset food service costs, support compliance with national accreditation standards, and purchase of food, supplies, equipment, and services necessary to maintain a high-quality program serving parenting students and their children.

Grant Title: Nursing Shortage Reduction Program

Awarding Agency: Texas Higher Education Coordinating Board

Division and Department Awarded: AAED**,** Division of Health Science Professions

Amount Awarded: $64,449.49

Funding Period: April 1, 2026 – March 31, 2028

Strategic Goal #3: Maximize Institutional Effectiveness and Efficiency

Project Summary: Funding will support a statewide initiative to expand the capacity of nursing programs to address the ongoing shortage of registered nurses in Texas. Funds will be used to enhance first-time National Council Licensure Examination for Registered Nurses (NCLEX-RN) success through evidence-based preparation resources and support timely program completion among Associate Degree Nursing students through targeted student support services. The award will also support faculty mentorship and structured academic guidance for graduating students as they prepare for licensure and transition into the workforce.

Grant Title: Talent Strong Texas Pathways for Multilingual Learners of English

Awarding Agency: Texas Community College Education Initiative (TCCEI)

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

Amount Awarded: $25,000

Funding Period: September 1, 2025 – December 31, 2027

Strategic Goal #1: Champion Student Success

Project Summary: Funding will support participation as one of four colleges in the second cohort of the Talent Strong Texas Pathways for Multilingual Learners of English initiative. Project partners will support participating colleges in identifying institutional barriers, designing and evaluating tools and services, and scaling reforms that integrate ESL into sustainable, college-wide pathways to careers with living wages. Learnings and resources will be shared with colleges statewide.

Grant Title: Data-to-Action Campaign for Parenting Students at Texas Colleges and Universities

Awarding Agency: Urban Institute

Division and Department Awarded: IAEA, Office of Sponsored Initiatives (OSI)

Amount Awarded: $15,750

Funding Period: November 1, 2025 – March 31, 2027

Strategic Goal #1: Champion Student Success

Project Summary: Funding will support the identification and clarification of existing data and its usage to improve student outcomes particularly for pregnant and parenting students. This effort focuses on implementing parenting-status data collection through a four-phase plan, convenings, and improved analysis of parent students' academic outcomes to strengthen persistence, completion, and institutional decision-making.

Grant Title: Achieving the Dream – Learning Inclusive Futures Together (LIFT)

Awarding Agency: Achieving the Dream Foundation

Division and Department Awarded: Student Affairs and Enrollment Management (SAEM)

Amount Awarded: $15,000

Funding Period: April 2026 – January 2028

Strategic Goal #: Champion Student Success

Project Summary: Funding will support the College's efforts to strengthen pathways for students with learning differences through enhanced collaboration, inclusive practices, and targeted support for K–12 to postsecondary transitions in partnership with Pharr-San Juan-Alamo ISD. Through the Learning Inclusive Futures Together (LIFT) initiative, the College will receive coaching and technical assistance from Achieving the Dream (ATD) experts, participate in capacity-building workshops, and engage in peer learning with other institutions to develop more coordinate systems that improve transitions and outcomes for students.

Grant Title: Target Pathways PLUS - Ascendium

Awarding Agency: The Educate Texas Fund of Communities Foundation of Texas

Division and Department Awarded: AAED**,** Division of Liberal Arts

Amount Awarded: $10,000

Funding Period: April 2026 - December 31, 2026

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

Project Summary: Funding from Ascendium Education Philanthropy will support efforts to expand credit mobility in Texas, enabling students to receive full value for earned credits and progress more efficiently toward completing credentials and degrees. These funds will facilitate the development of a Regional Partnership led by South Texas College

(STC), in collaboration with six additional Institutions of Higher Education (IHEs) and fourteen Independent School Districts (ISDs). Together, partners will design and implement targeted pathways across five Fields of Study: Criminal Justice, Government, Psychology, Social Work, and Sociology.

Grant Title: Student Voices with Rutgers University
Awarding Agency: Rutgers Education and Employment Research Center
Division and Department Awarded: IAED**,** Continuing Education and Workforce Development (CEWD)
Amount Awarded: $10,000
Funding Period: April 2026 – December 2027
Strategic Goal #2: Develop, Align and Optimize Educational Programs
Project Summary: Funding will support the launch of a collaborative initiative to examine the experiences of noncredit workforce students and help colleges strengthen noncredit policy and practice. This effort will combine applied research with a peer learning community of 15 colleges.
Participating colleges will focus on advancing noncredit-to-credit alignment strategies such as credit for prior learning, data integration, and more consistent student enrollment management and support services. Colleges may also implement or explore quality credential frameworks and adopt evidence-based teaching and learning models that improve student success, including apprenticeship, integrated education and training, competency-based education, and stackable credentials.

Dr. Rodney Rodriguez gave an update on the grants. Dr. Alejo Salinas asked that the staff who help with the writing of the grants be acknowledged beginning at the next Board meeting.

South Texas College 2026 Information Security Program Update

Purpose	Administration will provide an overview of South Texas College's information security compliance program including ongoing planning and investment initiatives, regular reporting obligations, and annual training programs designed to ensure that South Texas College stakeholders understand and share responsibility for protecting the College, its students, employees, and institutional resources. South Texas College's security posture remains strong when evaluated against the standards established by the Texas Department of Information Resources (DIR). The presentation also will address the most prevalent cybersecurity threats currently facing public and private institutions and key areas of focus for Fiscal Year 2027-2028 will be discussed.
Justification	A periodic update to the Board on the South Texas College Information Security Program is part of the college's compliance strategy. It is intended to encourage feedback and to promote awareness of the importance of cybersecurity protocols and training in safeguarding South Texas College stakeholders and resources.
Funding	No funding is requested with this presentation.
Enclosed Documents	Presentation slides
Staff Resource	Mr. Luis Gonzalez, Chief Information Security Officer and Dr. Jesús Campos, Interim Vice President of Technology, Information, & Planning Services and Dean of Library & Learning Support Services
Recommendation	No formal action is requested by the Board of Trustees. This item is presented as an informational update to the Board.

No action was necessary on this item.

Review of the External Affairs Department

Purpose	Dr. Ricardo J. Solis, President will discuss a review of the External Affairs Department with the Board.
Justification	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
Recommendation	No action is necessary on this item.

This item was postponed until the June Regular Board Meeting.

Update by the College President

Dr. Ricardo Solis gave updates on the following items:

- Regional JET Grant Presentation
- Culinary Hands-on Experience
- Healthcare Internship Fund
- Donna ISD Construction Technician Program
- UTSA/STC Articulation Agreement
- DHR/STC Inaugural Cohort Graduation
- Valeo HR Educational Partner Visit
- Cougar to January Promise to Promise Initiative (STC to Coastal Bend College)
- Commencement Ceremonies
- VIDA Graduation
- Avionics Ribbon Cutting Event
- STEM Nation

State of City/District Events:
Donna
Edinburg
Weslaco
McAllen ISD

Pinning Ceremonies:
Occupational Therapy Assistant
Respiratory Therapy
EMS
ADN
Diagnostic Medical Sonography

Approval of Board Meeting Minutes

The following Board Meeting Minutes were submitted for approval:

1) April 28, 2026 Regular Board Meeting
2) May 13, 2026 Special Board Meeting
3) July 22, 2025 Regular Board Meeting – REVISED – Administration asked for a correction to pages 37 and 38 of the July 22, 2025 minutes. The total amount of the contract renewals was added to the motion, and Appendix A was added. These changes are reflected in the revised minutes that are included in the packet.

No revisions were requested and the Chair, Dr. Alejo Salinas, Jr., accepted the minutes as written.

Review of Presentations Delivered to Education and Workforce Development Committee

The following presentation was delivered to the Education and Workforce Development Committee on Tuesday, May 13, 2026:

Update on Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Fifth Year Interim Review

Purpose

Administration provided the Board of Trustees with an overview of South Texas College's accreditation process and a status update on the College's upcoming Fifth-Year Interim Accreditation Review.

Justification

Background

South Texas College holds institutional accreditation through SACSCOC, the regional accrediting body for degree-granting institutions in the southern states. SACSCOC accreditation is maintained through an ongoing cycle that includes a comprehensive decennial reaffirmation and a Fifth-Year Interim Review at the midpoint between decennial cycles. STC's most recent decennial reaffirmation was completed in 2021, making the 2026 Fifth-Year Interim Review the College's next required milestone.

Maintaining SACSCOC accreditation is essential to the institution. It enables student participation in federal Title IV financial aid programs, ensures that credits earned at STC are accepted for transfer to other accredited institutions, qualifies the College for federal and state grants requiring accreditation as a condition of eligibility, and serves as a mark of institutional quality and integrity that employers and universities rely upon when evaluating STC credentials.

The Fifth-Year Interim Review requires the College to demonstrate compliance with 21 of the 73 standards comprising SACSCOC's Principles of Accreditation by submitting a Compliance Certification—a written report accompanied by supporting evidence. This report is planned for submission on August 31, 2026, and the College is on track to submit on or before that date. Following the review, the College may be required to submit a referral report if additional documentation is requested, and a site visit may also be requested. The final review decision is anticipated in December 2026.

The College has been actively preparing for this review by auditing institutional practices and policies, drafting compliance narratives, and compiling supporting evidence across all applicable standards.

	This effort has involved core writers and staff contacts across all divisions, multiple rounds of internal review, and the support of an external consultant with extensive SACSCOC experience. Administration will provide the Board with ongoing updates on the College's progress toward successful completion of this review.
Funding	No funding is requested with this presentation.
Enclosed Documents	Fifth-Year Interim Accreditation Review Presentation
Staff Resource	Dr. Fernando Chapa, Associate Vice President – Institutional Research and Planning; and Dr. Jesús Campos, Interim VP of Technology, Information, and Planning Services
Recommendation	No action was necessary.

No action was necessary on this item.

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

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

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

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

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

a. Approval of the Proposed 2027-2028 and 2028-2029 Academic Calendars

b. Approval of the South Texas College Core Curriculum for AY26-27

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 item "a - b" of the Education and Workforce Development Committee Consent Agenda as presented.

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 item "a - b" of the Education and Workforce Development Committee Consent Agenda as presented.

The motion carried.

Consent Agenda:
a. Approval of the Proposed 2027-2028 and 2028-2029 Academic Calendars

Purpose	Administration seeks a committee recommendation for Board approval of the proposed 2027-2028 and 2028-2029 Academic Calendars.
Justification	The Academic Calendar Committee, which includes membership from each area of the College and Student Government representation, has developed the 2027 – 2028 and 2028-2029 Academic Calendars. The academic calendars were developed to align with local school district calendars and other Texas higher education institutions and were reviewed over a two-calendar-year cycle. Extending the review to two years supports the ongoing Workday Student implementation which allows students to build academic plans for their full educational journey. A two-year model also enables advanced coordination with K–12 partners and allows the College to reserve commencement venues further in advance, reducing the need for date changes due to venue availability. Faculty and staff reviewed the calendars during March and April, and their feedback was incorporated into the proposed calendars. The proposed calendars have been approved by the Academic Calendar Committee and have been reviewed by Faculty Senate, Council of Chairs, Academic Council, and the Institutional Leadership Council.
Enclosed Documents	• Final proposed calendars for 2027-2028 and 2028-2029 academic years • Calendar committee membership and timeline
Funding	No funding impact
Staff Resources	Mrs. Christina Cavazos, Associate Dean – Curriculum, Planning & Compliance
Recommendation	The Committee recommended Board approval of the 2027-2028 and 2028-2029 Academic Calendars as presented.

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

Consent Agenda:
b. Approval of the South Texas College Core Curriculum for AY26-27

Purpose	Administration requests that the Education and Workforce Development Committee recommend Board approval of the South Texas College (STC) Core Curriculum for the 2026-2027 academic year.
Justification	The Texas Higher Education Coordinating board recently adopted amendments to Texas Administrative Code (TAC) rules regarding the governing board and their role in the review of the institution's Core Curriculum. TAC rule §4.28 currently requires that each institution of higher education must implement a core curriculum of no less than 42 semester credit hours. The recent amendments include the review and approval of the core curriculum by the institution's governing board, with the initial review completed in 2026 and certification by January 1, 2027. Administration seeks to receive approval from the STC Board of Trustees on the STC Core Curriculum as presented.
Enclosed Documents	STC Core Curriculum course listing.
Funding	There are no financial implications associated with this request.
Staff Resources	Dr. Brett Millan, Associate Vice President for Academic Success & Advancement Ms. Christina Cavazos, Associate Dean for Curriculum, Planning & Compliance
Recommendation	The Committee recommended Board approval of the STC Core Curriculum for the 2026-2027 academic year.

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

Discussion and Action as Necessary on Revised Dual Credit Interlocal Agreements for La Joya ISD

Purpose	To approve revised dual credit agreements, including an addendum to the general interlocal agreement as well as a revision to the campus-specific P-TECH agreement, for use with and upon the request of La Joya ISD.
Justification	South Texas College annually renews agreements with school district partners to establish the terms and conditions supporting Dual Credit Programs. As part of this process, the College regularly reviews and updates agreement templates to reflect changes in law, accreditation requirements, policy, operational practices, and partner feedback. The latest revision was approved by the Board of Trustees on March 24, 2026. In addition to the general Interlocal Agreement governing dual credit partnerships, the College maintains separate P-TECH agreements for each approved P-TECH campus to address campus-specific program requirements and operational considerations. La Joya ISD requested specific language and clarifications related to its partnership agreements with the College. In response, administration developed a proposed addendum to the standard Interlocal Agreement, applicable only to the partnership with La Joya ISD, as well as revisions to the applicable P-TECH agreements. These documents have been reviewed in coordination with the School District, College administration, and legal counsel and are presented for Board consideration.
Enclosed Documents	None
Staff Resource	Mr. Tony De La Cruz, Associate Dean for Dual Credit Programs Mr. Andrew Fish, Academic Initiatives Officer
Recommendation	The College President recommends Board approval of the proposed revised dual credit agreements, including an addendum to the general interlocal agreement as well as a revision to the campus-specific P-TECH agreement, for use with and upon the request of La Joya ISD.

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 proposed revised dual credit agreements, including an addendum to the general interlocal agreement as well as a revision to the campus-specific P-TECH agreement, for use with and upon the request of La Joya ISD.

Ms. Dalinda Gonzalez-Alcantar requested that the Board go into Executive Session under Texas Government Code 551.071, Consultation with Attorney for discussion on this item.

Upon returning to the Open Meeting, the vote was taken. 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 Proposal and Approval of Purchases, Renewals, and Interlocal Agreement at a total cost of 2,833,015.85
b. Approval on Write-Off of Fixed Assets/Capital Assets Valued at $5,000 and Above
c. Approval on Request for Proposal (RFP) Solicitations for Collection Agency Services and Associated Criteria
d. Approval of Model 3 Proposed Annual Salary Increases for Faculty and Non-Faculty Personnel for FY 2026 – 2027
e. Approval to Adopt the Second Reading of Local Policy
    A. Adopt DEC (Local) – Compensation and Benefits: Leaves and Absences
    B. Adopt GH (Local) – Relations with Schools and Districts
f. Approval to Adopt the Second Reading of Local Board Policies Included in Numbered Update 49 and Numbered Update 50
    A. Adopt BA (Local) – College District Governance
    B. Adopt BAA (Local) – College District Governance: Board Legal Status
    C. Adopt BBE (Local) – Board Members: Authority
    D. Adopt BCA (Local) – Board Internal Organization: Board Officers and Officials
    E. Adopt BD (Local) – Board Meetings
    F. Adopt DH (Local) – Employee Standards of Conduct
    G. Adopt DHB (Local) – Employee Standards of Conduct: Child Abuse and Neglect Reporting
    H. Adopt DJA (Local) – Assignment, Work Load, and Schedules: Telework

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

Upon a motion by Ms. Dalinda Gonzalez-Alcantar and second by Ms. Victoria Cantu the Board of Trustees of South Texas College approved and authorized items “a - f” 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 on Award of Proposal and Approval of Purchases, Renewals, and Interlocal Agreement at a total cost of $2,833,015.85.

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

Recommendation: The Committee recommended for Board approval of the award of proposal and approval of purchases, renewals, and interlocal agreement at a total cost of $2,833,015.85 as listed below:

Award of Proposal

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

APPENDIX A
Vendors List

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

Purchases

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

APPENDIX A
Vendors List

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

3) **Event Scheduling Software Subscription:** purchase an event scheduling software subscription from **Amazon Web Services, Inc.** (Seattle, WA), an Omnia Partners approved vendor, for the period beginning June 1, 2026 through May 31, 2029, with first annual payment of $45,049.59, second annual payment of $29,176.78, and third annual payment of $30,343.85, for a total amount of $104,570.22;

4) **Faculty Workload Manager Application for Workday Student Implementation:** purchase a faculty workload manager application for Workday Student Implementation from **Incline Alchemy, Inc.** (Bellingham, WA), an E&I Cooperative Services approved vendor, for the period beginning September 1, 2026 through August 31, 2031, with five (5) annual payments of $35,525.00, for a total amount of $177,625.00;
5) **Furniture:** purchase furniture from the vendors listed in Appendix A at a total amount of $139,674.61;

APPENDIX A

Vendors List

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

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

Renewals

9) **Bond Counsel Services:** renew the bond counsel services contract with **Ricardo Perez Law Firm, PLLC** (McAllen, TX), for the period beginning August 1, 2026 through July 31, 2027;

10) **Campus Dining and Food Truck Services – Nursing and Allied Health Campus:** renew the campus dining and food truck services – Nursing and Allied Health Campus contract with **All Affairs and Occasions** (Weslaco, TX) for the period beginning July 25, 2026 through July 26, 2027;

11) **Cosmetology Supplies and Equipment:** renew the cosmetology supplies and equipment contracts with the vendors listed in Appendix A for the period beginning June 26, 2026 through June 25, 2027, at an estimated total amount of $140,000.00;

APPENDIX A

Vendors List

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

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

APPENDIX A

Vendors List

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

13) **Medical Office Skills Training:** renew the medical office skills training contract with **Assistex, Inc./ dba Practice Management Institute** (San

Antonio, TX) for the period beginning July 1, 2026 through June 30, 2027, at no cost to the College;

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

APPENDIX A

Vendors List

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

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

APPENDIX A

Vendors List

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

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

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

APPENDIX A

Vendors List

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

Express Employment Professionals (McAllen, TX)	**Fewell Professional Services/ dba FPS Staffing** (McAllen, TX)
Five Star Staffing, LLC/ dba Spherion Staffing (McAllen, TX)	**Infojini, Inc.** (Columbia, MD)
Manpower Group US, Inc.(McAllen, TX)	**Onin Staffing, LLC** (McAllen, TX)
PeopleReady, Inc. (Tacoma, WA)	**Texas Staffing Pros, LLC** (McAllen, TX)

Interlocal Agreement

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

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

Consent Agenda:
b. Approval of Write-Off of Fixed Assets/Capital Assets Valued at $5,000 and Above

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

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

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

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

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

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

Funding No funds are required.

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

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

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

Consent Agenda:
c. Approval on Request for Proposal (RFP) Solicitations for Collection Agency Services and Associated Criteria

Purpose

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

Justification

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

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

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

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

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

Tentative Timeline for the Property and Casualty Insurance RFP:

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

<u>Request for Proposals (RFP) Process</u>:

1. Prepare RFP and accompanying appendices.
2. Advertise the RFP.
3. Receive responses to the RFP.
4. Evaluation team reviews responses and makes recommendations.
5. Finance, Audit & Human Resources Committee reviews and makes recommendations to the Board.
6. Board of Trustees reviews and awards vendor(s).

7. The College finalizes the vendor contracts.

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

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

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

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

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

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

APPENDIX A

Collection Agency Services Summary

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

Consent Agenda:
d. Approval of Model 3 Proposed Annual Salary Increases for Faculty and Non-Faculty Personnel for FY 2026 – 2027

Purpose

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

Justification

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

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

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

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

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

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

Enclosed Documents

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

Funding

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

Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Dr. Ricardo Solis, College President
Recommendation	The Committee recommended Board approval on the proposed annual salary increases of 3% as listed in Model 3 for faculty and non-faculty personnel for FY 2026 – 2027 as reviewed by the Texas Association of School Boards (TASB) and as presented.

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

TASB Cost Model

Appendix A

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

Consent Agenda:

e. Approval to Adopt the Second Reading of Local Policy

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

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

Appendix A

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

Policy Modifications are reflected as follows:		
Additions: **blue font**	Deletions: ~~red font with a strikethrough.~~	Repositioned: • ~~Moved From~~ • Moved To

Appendix B

Policies follow in the packet.

Consent Agenda:
f. Approval to Adopt the Second Reading of Local Policy

Purpose	To review proposed updates to the local policies listed in Appendix A to align with the Texas Association of School Boards (TASB) policy manual.
Justification	TASB issues numbered updates semiannually to the College. The number updates respond to changes to state and federal law, court cases, and decisions by the attorney general, and may also contain suggested changes to an existing local policy or the development of a new local policy made by TASB.
Enclosed Documents	Appendix A – List of Policies Appendix B - Policies
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Claudia Olivares, Director for Employee Relations and Talent Development. Alicia Correa, Director for Benefits and Compensations Information Officer Venisa Earhart, Board Relations Administrator
Recommendation	The Committee recommended Board approval to adopt the Second reading of local board policies listed in Appendix A, as presented, and which supersedes any previously adopted Board policy.

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

Appendix A

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
Local Governance				
A.	BA (Local) – College District Governance	9/27/2022	50	Language from this policy has been moved to policy BAA to accommodate the reorganization of policies related to college district governance (Retire Policy).
B.	BAA (Local) – College District Governance: Board Legal Status	New	50	Language from policy BA has been moved to this policy to accommodate the reorganization of policies related to college district governance. If the college had content at this policy code, that content has been moved to policy BAAA.
C.	BBE (Local) – Board Members: Authority	9/27/2022	50	Recommended revisions to this policy address HB 4310, which establishes a procedure for board members to access records maintained by the college while preserving the Confidentiality of those records. Additional changes have been made for clarity. Appendices C and D were added as a reference for policy BBE.
D.	BCA (Local) – Board Internal Organization: Board Officers and Officials	9/27/2022	49	New recommended local policy language provides additional information about the selection of board officers and the duties and responsibilities of the officers. Additional revisions are to align the policy with applicable law.
E.	BD (Local) – Board Meetings	9/27/2022	50	Recommended revisions to this policy incorporate HB 1522, which updates the meeting notice requirements under the Open Meetings Act to require that notice of a meeting be posted three business days before the scheduled date of a meeting, at Notice to Members.
Personnel				
F.	DH (Local) – Employee Standards of Conduct	3/25/2025	50	Recommended revisions address HB 46, which prohibits a college from restricting the storage of low-THC cannabis authorized by state law.

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

Policy Modifications are reflected as follows:		
Additions: **blue font**	Deletions: ~~red font with a strikethrough.~~	Repositioned: • ~~Moved From~~ • Moved To

Appendix B

Policies follow in the packet.

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

Purpose

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

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

Justification

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

Enclosed Documents

Appendix A – PowerPoint

Staff Resource

Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation

No action is required from the Board. 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 New Positions and Other Adjustments

Purpose

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

Justification

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

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

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

The staffing requests are for the Unrestricted Fund as presented.

Enclosed Documents

Appendix A – Summary of Facility Expansion Needs and Proposed New Positions with Other Adjustments (Unrestricted Fund)
Appendix B – Staffing Requests PowerPoint
Appendix C – Division Staffing Requests: Grand Total by Division
Appendix D – Division Staffing Requests: Grand Total by Division by Type
Appendix E – Division Staffing Requests: Grand Total by Division by Type - Detail
Appendix F – Facility Expansion Needs Positions
Appendix G – Faculty – Adjunct/Overload
Appendix H – Dual Credit and Positions Institutionalized (CATA, CEWD)
Appendix I – Academic Affairs Economic Development Division
Appendix J – Finance and Administrative Services Division
Appendix K – Institutional Advancement and External Affairs Division
Appendix L – Student Affairs and Enrollment Management Division

Appendix M – Technology, Information & Planning Services Division
Appendix N – Title Changes Only
Under Separate Cover – Organization Charts and Job Descriptions

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

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

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

Upon a motion by Ms. Dalinda Gonzalez-Alcantar and a second by Ms. Rina Castillo the Board approved and authorized the proposed FY 2026–2027 request for new positions and other adjustments as presented.

Dr. Salinas asked why the Associate Vice President position was necessary for the Student Affairs and Enrollment Management

Dr. Alejo Salinas voted “nay”.

The motion carried.

Appendix

Summary of Proposed College's New Positions and Other Adjustments

Unrestricted Fund

Division	Amount Requested	Less Funding Available	Impact on FY 26 – 27 Budget
F. Facility Expansion Needs Positions – All Divisions (18)	$ 700,315.20	$ -	$ 700,315.20
G. Faculty – Adjunct/Overload (10)	552,333.00	-	552,333.00
H. Dual Credit and Positions Institutionalized (CATA, CEWD) (4)	455,248.02	-	455,248.02
I. Academic Affairs & Economic Development (6)	242,171.06	109,998.00	132,173.06
J. Finance and Administrative Services (16)	713,313.88	18,587.00	694,726.88
K. Institutional Advancement and External Affairs (3)	96,645.60	4,298.00	92,347.60
L. Student Affairs and Enrollment Management (3)	242,783.42	-	242,783.42
M. Technology, Information & Planning Services (20)	616,978.04	168,808.04	448,170.00
Total	**$3,619,788.22**	**$301,691.04**	**$3,318,097.18**

Review and Action as Necessary on Proposed ISD Partnership Faculty Cost Offset for Dual Credit Programs

Purpose

Administration recommends approval to increase a previously authorized $1,000 per faculty cost offset to $1,400 per faculty assigned to teach an on-site dual credit course.

Background

South Texas College partners with school districts to offer dual credit courses on high school campuses. When needed by a district, the College assigns STC faculty to teach these courses, and under the Interlocal Agreement, districts reimburse the College using a flat-rate structure that provides predictability for local scheduling and budgeting.

On May 28, 2024, the Board of Trustees approved the use of Financial Aid for Swift Transfer (FAST) funding to offset a portion of these costs. This action reduced the amount charged to districts by $1,000 per assigned faculty member—representing an estimated cost reduction of more than 20%—and was intended to strengthen partnerships and expand student access to dual credit opportunities. Administration also committed to ongoing evaluation of the effectiveness of this approach.

Based on that evaluation, the cost offset has proven effective in supporting district participation and affordability. To build on this success, administration recommends increasing the offset by an additional $400, for a total reduction of $1,400 per assigned faculty member.

Funding

The estimated fiscal impact is approximately a total of $1,500,000 per year in reduced revenue, which will be partially offset by FAST funding received by the College.

Staff Resource

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

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 increase the cost offset to $1,400 per faculty starting in the 2026 – 2027 academic year, as presented.

Upon a motion by Dr. Alejo Salinas and a second by Ms. Dalinda Gonzalez-Alcantar the Board of Trustees of South Texas College approves and authorizes to increase the cost offset to $1,400 per faculty starting in the 2026 – 2027 academic year, as presented.

The motion carried.

Discussion and Action as Necessary on Resolution 2026- 017 Granting Authority to the President to Enter into Interlocal Agreements Under $100,000 with Public and Governmental Agencies

Purpose

To grant authority to the College President to enter into interlocal agreements under $100,000 with public and governmental agencies.

Justification

South Texas College (STC) enters into numerous contractual and interlocal agreements with public and governmental entities, including, but not limited to, public school districts, municipalities, counties, and economic development corporations, to support training initiatives, educational programs, and other authorized activities.

These interlocal agreements facilitate collaboration and support a broad range of College operations and services with governmental partners.

Such agreements may include, but are not limited to:

- Educational and training services
- Shared services and cooperative initiatives
- Use of facilities, equipment, and other resources
- Other lawful governmental functions authorized under Texas law

Administration has conferred with Legal Counsel, who recommends the explicit delegation of authority to the College President by resolution to enter into and administer interlocal agreements under $100,000, including those at no cost to the College.

Pursuant to Texas Government Code §791.011, interlocal contracts must be authorized by the governing body of each participating entity; however, governing bodies may delegate such authority to designated officials in accordance with applicable law.

Enclosed Documents

Appendix A – Resolution 2026-017

Staff Resource

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 Resolution 2026-017 granting authority to the College

President to enter into interlocal agreements under $100,000 with public and governmental agencies as presented.

Upon a motion by Dr. Alejo Salinas and a second by Ms. Dalinda Gonzalez-Alcantar the Board of Trustees of South Texas College approves and authorizes Resolution 2026-017 granting authority to the College President to enter into interlocal agreements under $100,000 with public and governmental agencies as presented.

Dr. Salinas requested that the Board be advised when these agreements occur in a monthly report.

The motion carried.

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

Administration received additional information after the publication of the Board Meeting agenda, rendering this proposed agenda item unnecessary. Therefore, no action is required from the Board of Trustees.

No action was required on this item.

Update on New Financial Reports on Contracts for Services and Products

Purpose

To provide an update on the new financial report on contracts for services and products.

Justification

To enhance transparency, consistency, and oversight of the College's contracts for services and products, a new report, which includes comprehensive contract-level information, including bid numbers, Board approval dates, contract names, awarded vendor(s), award terms, and renewal information, will be included in the Informational Reports that are provided every month in the Board packet.

All contracts included in the report were awarded in full compliance with Section 44.031 of the Texas Education Code, applicable TASB and South Texas College procurement policies, and the evaluation criteria previously approved by the Board.

On November 29, 2022, the Board of Trustees approved the evaluation criteria and the associated weighted point structure used for the competitive procurement of non-construction products, services, and products and services, in accordance with Section 44.031 of the Texas Education Code. This framework established a standardized and defensible approach for evaluating competitive solicitations.

On October 31, 2023, the evaluation framework was further enhanced to include an initial Pass/Fail Determination as part of the Request for Proposals (RFP) evaluation process. This enhancement was implemented to strengthen compliance, consistency, and transparency by ensuring that proposals meet minimum submission requirements prior to advancing to the scored evaluation phase.

Under Pass/Fail Determination, the following required elements of an RFP submission are reviewed for responsiveness:

- Execution of Offer
- Completeness of Proposal
- References, if applicable

Proposals that do not meet these minimum requirements are deemed non-responsive and are not evaluated further. This process aligns with best practices in public procurement, reduces the risk of procedural errors, and ensures that evaluation committee members review only fully responsive proposals.

Overall, the enhanced evaluation framework and the new financial reporting structure support transparency, consistency, and audit defensibility across the College's competitive procurement activities and provide the Board with clear and meaningful contract information.

Enclosed Documents

Appendix	RFP/RFQ	Type of Contract(s)
A	Request for Proposals (RFP) - Report	
B	Request for Qualifications (RFQ) - Report	
C	Request for Proposals (RFP) – Product Criteria	Office Supplies, Graduation Regalia, Cosmetology Supplies and Equipment
D	Request for Proposal (RFP) – Services Criteria	Advertising Services, Moving Services, Telephone Services
E	Request for Proposals (RFP) -Product and Service Criteria	Vehicle and Wall Graphics, General Purpose Printing
F	Request for Proposals (RFP) Criteria	Property and Casualty Insurance
G	Request for Qualifications (RFQ) Criteria	External Auditor Services
H	Request for Qualifications (RFQ) Criteria	Bond Counsel Services
I	Request for Qualifications (RFQ) Criteria	Legal Services
J	Request for Qualifications (RFQ) Criteria	Financial Advisor Services
K	Request for Qualifications (RFQ) Criteria	Investment Advisory Services
L	Request for Qualifications (RFQ) Criteria	Delinquent Tax Collection Services

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

Recommendation No action is requested on this item. This item is presented for information only.

No action was necessary on this item.

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

Purpose	To review proposed updates to the local policies listed in Appendix A to align with the Texas Association of School Boards (TASB) policy manual.
Justification	TASB issues numbered updates semiannually to the College. The number updates respond to changes to state and federal law, court cases, and decisions by the attorney general, and may also contain suggested changes to an existing local policy or the development of a new local policy made by TASB.
Enclosed Documents	Appendix A – List of Policies Appendix B - Policies
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Brett Millan, Associate Vice President for Academic Success and Advancement Claudia Olivares, Director for Employee Relations and Talent Development. Alicia Correa, Director for Benefits and Compensations Venisa Earhart, Board Relations Administrator
Recommendation	No action is required from the Board at this time. This item is presented as a First Reading to obtain feedback for staff, and will be scheduled for a Second Reading at the next Board meeting for Board action.

No action was necessary on this item.

Appendix A

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
		Local Governance		
A.	BCE (Local) – Board Internal Organization: Advisory Committees	New	49	This new recommended local policy addresses the formation and authority of advisory committees, which are mainly composed of college district staff, students, or community members and make non-binding recommendations to the Board within an area of specified responsibility.
B.	BGC (Local) – Administrative Organization: Councils and Faculty Senate	8/26/2025	50	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

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
				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. The grievance filing deadline has been increased from 10 to 30 days. Additional changes have been made for clarity and to align the policy with applicable law.
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~~ • Moved To

Appendix B

Policies follow in the packet.

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

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

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

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

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

a. Approval of Schematic Design of Pecan Campus Institutional Support Services Building N Expansion
b. Approval of Contracting Construction Services for the Pecan Campus Library Building F Exterior Building Envelope Repairs
c. Approval of Contracting Construction Services for the District Wide Marker Board Replacement Phase III
d. Approval of Change Order for the Pecan Campus Physical Plant Building E Cooling Tower Above Ground Piping System
e. Approval of Substantial Completion of the District Wide HVAC Replacements Phase I at Mid Valley Campus
f. Approval of Final Completion for the Mid Valley Campus South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas Phase II

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 Facilities Committee Consent Agenda 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 approved and authorized items “a – f” of the Facilities Committee Consent Agenda as presented.

The motion carried.

Consent Agenda:
a. Approval of Schematic Design of Pecan Campus Institutional Support Services Building N Expansion

Purpose

To approve the schematic design and solicitation of construction services for the project.

Justification

Schematic design is the first phase of basic design services provided by the project design team and establishes the basis on which the project design team proceeds with design development and construction documents.

On April 28, 2026, the Board of Trustees took action to postpone the project.

On June 24, 2025, the Board of Trustees approved contracting architectural services with Brown Reynolds Watford Architects. The architect has worked with College staff to develop a schematic design to meet the needs of the program.

Design and construction of the project to include the following:

Business Office Area:

- Offices
- Cubicle Area Suites
- Conference Room
- Meeting Room
- Storage
- Workroom
- Reception/Lobby
- Breakroom
- Support Spaces

Total Square Footage: 5,000 sq. ft.

Facilities Planning & Construction Area:

- Offices
- Conference Room
- Workroom
- Plan Room
- File Room
- Storage Room
- Lobby
- Support Spaces

Total Square Footage: 5,000 sq. ft.

Total Combined Square Footage: 10,000 sq. ft.

The estimated cost for the project's new construction is $4,050,000. The estimated cost to renovate existing spaces for the project is $84,000. The total estimated cost is $4,134,000.

Total Estimated Cost	Construction Budget	Variance
$4,134,000	$3,839,400	($294,600)

Separate interior renovations in the Business Office and Purchasing Department areas will be completed by in-house staff.

Enclosed Documents

Appendix A – Schematic Design
Appendix B – Fact Sheet

Funding

The total Pecan Campus Institutional Support Services Building N Expansion Project 2025-002C estimated cost, including construction, design, miscellaneous, and FFE, is $4,991,220.

- Construction $3,839,400
- Design 383,940
- Miscellaneous 115,182
- FFE 326,349
- Technology 326,349

Total $4,991,220

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

Staff Resource

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

Recommendation

The Facilities Committee recommended Board approval of the schematic design and authorization to proceed with the solicitation of construction services for the Pecan Campus Institutional Support Services Building N Expansion project as presented.

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

Appendix A

Schematic Design followed in the packet.

Appendix B

Fact Sheet followed in the packet

Consent Agenda:
b. Approval of Contracting Construction Services for the Pecan Campus Library Building F Exterior Building Envelope Repairs

Purpose
To contract construction services for the project.

Justification
On July 22, 2025, the Board of Trustees approved this project as part of the College's Renewals and Replacements projects for FY26.

The project consists of repairing a portion of the existing building envelope located on the southern side of the building's second floor.

The proposed scope of work is summarized as follows:
- Removal and replacement of exterior insulation and finish system (EIFS)
- Installation of new flashing
- Inspect and repair existing water-resistive air barrier (WRAB) as necessary

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

Funding
The total Pecan Campus Library Building F Exterior Building Envelope Repairs Project 2023-021R estimated cost, including construction, design, and miscellaneous, is $140,000.

• Construction	$100,000	
• Design	25,000	
• Miscellaneous	15,000	
Total		**$140,000**

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

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

Recommendation
The Facilities Committee recommended Board approval to authorize contracting construction services with **5 Star GC Construction, LLC.** in the amount of **$97,500** for the Pecan Campus Library Building F Exterior Building Envelope Repairs project as presented.

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

Appendix A

RFP Solicitation Information

Advertised on	April 15, 2026 and April 22, 2026
RFP Responses Due	April 30, 2026
RFP Issued To	Six Hundred Eighty-Six (686) vendors
Responses Received From	Four (4) Vendors
Responses Reviewed By	Facilities Operations & Maintenance, Facilities Planning & Construction, Purchasing Department and Technology, Information & Planning Services.

Appendix B

Project Presentation followed in the packet.

Appendix C

Ranking and Evaluations of Respondents followed in the packet.

Appendix D

Fact Sheet followed in the packet.

Consent Agenda:
c. Approval of Contracting Construction Services for the District Wide Marker Board Replacement Phase III

Purpose

To contract construction services for the project.

Justification

On July 22, 2025, the Board of Trustees approved this project as part of the College's Renewals and Replacements projects for FY26.

Staff recommends replacing marker boards at the Pecan Campus and the Mid Valley Campus, as listed below.

- Pecan Campus
  - South Academic Building J
- Mid Valley Campus
  - Workforce Center Building D
  - Student Union Building F
  - North Academic Building G

Enclosed Documents

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

Funding

The total District Wide Marker Board Replacement Phase III Project 2020-025R estimated cost, including construction and miscellaneous, is $300,000.

- Construction $300,000
- Miscellaneous 1,500

Total **$301,500**

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

Staff Resource

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

Recommendation

The Facilities Committee recommended Board approval to authorize contracting construction services with **CRC Development & Construction Co., LLC.** in the amount of **$432,650** for the District Wide Marker Board Replacement Phase III project as presented.

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

Appendix A
RFP Solicitation Information

Advertised on	April 1, 2026 and April 8, 2026
RFP Responses Due	April 16, 2026
RFP Issued To	Six Hundred Eighty-Two (682) vendors
Responses Received From	Two (2) Vendors
Responses Reviewed By	Academic Affairs/Campus Administrator, Facilities Operations & Maintenance, Facilities Planning & Construction, and the Purchasing Department.

Appendix B
Project Presentation followed in the packet.

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

Appendix D
Fact Sheet followed in the packet.

Consent Agenda:

d. Approval of Change Order for the Pecan Campus Physical Plant Building E Cooling Tower Above Ground Piping System

Purpose	To approve a proposed change order for the project.
Justification	A change order to the construction contract is needed for the installation of two (2) 20-inch butterfly valves to allow shutting off the cooling tower system without shutting down the entire chilled water system for the campus. Construction Contract Amount $886,178.00 Net Effect of Change Order No. 1 to Contract Amount 38,211.69 **Revised Construction Contract Amount$924,389.69** An additional ninety-five (95) days would be added to the substantial completion schedule.
Enclosed Documents	Appendix A – Change Order #1 Appendix B – 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	The Facilities Committee recommended Board approval of the proposed change order with Johnson Controls, Inc. in the amount of $38,211.69 and an additional ninety-five (95) days for the Pecan Campus Physical Plant Building E Cooling Tower Above Ground Piping System project as presented.

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

Appendix A

Change Order #1 followed in the packet.

Appendix B

Fact Sheet followed in the packet.

Consent Agenda:

e. **Approval of Substantial Completion of the District Wide HVAC Replacements Phase I at Mid Valley Campus**

Purpose	To approve substantial completion of the project.
Justification	College staff visited the site and developed a construction punch list on May 5, 2025. • Contractor: Johnson Controls, Inc. A Certificate of Substantial Completion has been issued. The units were replaced at Buildings E, F, and G. Substantial Completion was accomplished for this project by Johnson Controls, Inc. The original cost approved for this project was $1,893,356.56.
Enclosed Documents	Appendix A – Current Budget Status Appendix B – Photos Appendix C – Substantial Completion Form Appendix D – Fact Sheet
Funding	The funds for District Wide HVAC Replacements Phase I at Mid Valley Campus Project 2023-013R are available in the 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	The Facilities Committee recommended Board approval of substantial completion of the District Wide HVAC Replacements Phase I at Mid Valley Campus project as presented.

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

Appendix A

Current Budget Status

District Wide HVAC Replacements Phase I at Mid Valley Campus					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
$2,300,000.00	$1,893,356.56	$0	$1,893,356.56	$1,494,250.11	$399,106.45

Appendix B

Photos followed in the packet.

Appendix C

Substantial Completion followed in the packet.

Appendix D

Fact Sheet followed in the packet.

Consent Agenda:
f. Approval of Final Completion for the Mid Valley Campus South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas Phase II

Purpose	To approve final completion and release of final payment for the project.
Justification	College staff visited the site and developed a construction punch list on May 4, 2026. • Architect: Milnet Architectural Services, PLLC. • Contractor: Rio United Builders, LLC. Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project by Rio United Builders, LLC. The original cost approved for this project was $619,207.19.
Enclosed Documents	Appendix A – Current Budget Status Appendix B – Photos Appendix C – Final Completion Appendix D – Fact Sheet
Funding	The funds for the Mid Valley Campus South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas Phase II Project 2022-038R are available in the 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	The Committee recommended Board approval of final completion and release of final payment in the amount of $390,582.86 with Rio United Builders, LLC. for the Mid Valley Campus South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas Phase II project as presented.

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

Appendix A

Current Budget Status

Mid Valley Campus South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas Phase II					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
$1,061,314.00	$619,207.19	$0	$619,207.19	$228,627.33	$390,582.86

Appendix B

Photos followed in the packet.

Appendix C

Final Completion followed in the packet.

Appendix D

Fact Sheet followed in the packet.

Review and Action as Necessary on the Pecan Campus Cooper Center for Performing Arts Building L Facilities Use Agreement

Purpose

To approve a lease agreement with the City of McAllen to support cultural, educational, and other community-based activities directly related to performing arts at the South Texas College Pecan Campus Cooper Center for Performing Arts Building L.

Justification

The City of McAllen has agreed to provide a grant fund in an amount of Eight Hundred Thousand dollars ($800,000) in exchange for the use of the Cooper Center for Performing Arts by the City and designated agencies and organizations that shall include, but are not limited to, the Valley Symphony Orchestra, Boys & Girls Club of McAllen, and McAllen Independent School District. These funds will support improvements and performing arts activities at the Cooper Center.

The College would provide access to specific individual spaces at the Cooper Center according to a coordinated calendar, providing up to sixty (60) Reserved Time Blocks of four hours each annually. College administration will meet annually with the City and its designated agencies and organizations to coordinate the calendar of events, with first preference given to the College's scheduled instructional activities.

This agreement provides an eight (8) year term**, 2026 to 2034**, and will renew automatically for an additional eight-year term unless objection to such renewal is provided to the other party at least one hundred eighty (180) days before the end of the then-current term.

The College will provide an annual report to the City outlining covered activity descriptions as well as expenditure reports related to the use of funding.

Enclosed Documents

None

Staff Resource

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

Ms. Mary Del Paz, Vice President for Finance and Administrative Services

Dr. Christopher Nelson, Dean for Liberal Arts

Recommendation

The College President recommends Board approval of the proposed lease agreement with the City of McAllen to support cultural, educational, and other community-based activities directly related to performing arts at the South Texas College Pecan Campus Cooper Center for Performing Arts.

Upon a motion by Dr. Alejo Salinas and a second by Ms. Rina Castillo the Board of Trustees of South Texas College approved and authorized the proposed lease agreement with the City of McAllen to support cultural, educational, and other community-based activities directly related to performing arts at the South Texas College Pecan Campus Cooper Center for Performing Arts.

The motion carried.

Approval of Financial Reports for March 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 March 2026.
2) Summary of Revenues for March 2026.
3) Summary of State Appropriations Revenue for March 2026.
4) Summary of Property Tax Revenue for March 2026.
5) Summary of Expenditures by Classification for March 2026.
6) Summary of Expenditures by Function for March 2026.
7) Summary of Auxiliary Fund Revenues and Expenditures for March 2026.
8) Summary of Grant Revenues and Expenditures for March 2026.
9) Foundation Financial Activity for March 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 March 2026.

Approval Recommended:

Dr. Ricardo J. Solis
President

Upon a motion by Ms. Rina Castillo and a second by Dr. Alejo Salinas the Board of Trustees of South Texas College approved and authorized the submitted financial reports for the month of March 2026.

The motion carried.

Review of Informational Reports as of April 2026

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

1) Checks for $125,000 and above for April 2026.
2) Check Register for April 2026.
3) Summary of Purchase Orders (Purchasing) for April 2026.
4) Summary of Bid Solicitations (Purchasing) for April 2026.
5) Employee New Hires for April 2026.
6) Employee Resignations/Retirements for April 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 was required from the Board. This item was presented for information purposes.

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.

This item was deferred until the June Board Meeting.

Review and Action as Necessary on Status of Litigation Related to Outstanding Receivables (Texas Government Code 551.071, Consultations with Attorney)

Purpose	Legal Counsel will provide an update on the status and potential next steps related to ongoing litigation related to the Outstanding Receivables project.
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 action as recommended by legal counsel.

No action was taken on this item.

Review and Action as Necessary on Status of Litigation Related to the Pecan Campus Sand Volleyball Courts Project (Texas Government Code 551.071, Consultation with Attorney)

Purpose

Legal Counsel will provide an update on mediation status and potential next steps related to ongoing litigation related to the Pecan Campus Sand Volleyball Courts project.

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 action as recommended by legal counsel.

No action was taken on this item.

Discussion and Action as Necessary for Employment of Contractual Personnel - Dean for Health Science Professions Position-Academic Affairs and Economic Development (Texas Government Code 551.074, Personnel Matters)

Purpose

The College President approved the advertisement of the Dean for Health Science Professions position.

Recommendation

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

Per Texas Senate Bill 37 (89th Legislature 2025), the President is recommending for Board approval the hiring of an individual for the position of Dean for Health Science Professions.

Upon a motion by Dr. Alejo Salinas and a second by Ms. Rina Castillo the Board of Trustees of South Texas College approved and authorized the hiring of the individual recommended by the Hiring Committee.

The motion carried.

Announcements

A. Next Meetings:

- *Tuesday, June 9, 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, June 23, 2026*
  5:30 p.m. – Regular Board Meeting

Adjournment

There being no further business to discuss, the Regular Board Meeting of the South Texas College Board of Trustees adjourned at 8:47 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, May 26, 2026 Regular Board Meeting of the South Texas College Board of Trustees.

X____

Ms. Victoria Cantu

Board Secretary

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

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

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:

<u>Education and Workforce Development Committee</u>
Chair:
Member:
Member:

<u>Finance, Audit, and Human Resources Committee</u>
Chair:
Member:
Member:

<u>Facilities Committee</u>
Chair:
Member:
Member:

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

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.

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

Public Service Essentials

Occupational Skills Award (OSA)

Professional Credit (Non-Credit)

SOUTH TEXAS COLLEGE

Public Service Essentials Occupational Skills Award (OSA)
This award equips students with essential knowledge and skills in public sector operations, including management, ethics, and budgeting. Graduates will be prepared for entry-level administrative roles and can stack this credential toward further certificates or degrees in public administration or related fields. Students can earn this credential within six months.

This Occupational Skills Award complies with applicable Texas Higher Education Coordinating Board (THECB) requirements and is eligible for formula funding as a workforce program.

All courses in this OSA are stackable in Educational Pathways

OSA ▶ Certificate ▶ Associate degree ▶ Bachelor's degree

Proposed Curriculum
Public Service Essentials (FICE CODE:031034)
Occupational Skills Award (CIP CODE:15.0405)

Course Listing			Contact Hours
PBAD	2005	Public Sector Management	48
PBAD	2035	Ethics in the Public Sector	48
PBAD	2031	Budgeting in the Public Sector	48
Total Semester Hours:			**144**

Expected Enrollment

Years	# of Students
Year 1	6
Year 2	9
Year 3	9
Year 4	12
Year 5	12

Labor Market Data

Occupational Growth	Occupational growth in this field[1] for the **South Texas region**[2] is projected to be an average of **11.13%** between 2026-2036. Occupational growth for the state of Texas is projected to be an average of **11.7%**.
Number of New Jobs	In **Texas**, approximately 19,135 new jobs in this field are expected between 2026 to 2036. In the region, approximately 364 jobs are expected.
Pay Level	In the South Texas region, the projected median pay level for professionals in this field is averaging **$37.65** an hour.
Career Opportunities	Job titles in this field include Grant Coordinator, Administrative Coordinator, and Compliance Officers.
Existing Programs	The nearest comparable regionally accredited Occupational Skills Award is at Tyler Junior College (approximately 544 miles).

[1] Lightcast reports include the occupational groups of Compliance Officers, Business Operations Specialists, and Administrative Services Manager.
[2] South Texas Region: Counties of Cameron, Hidalgo, Starr, and Willacy.

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

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:

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

Purpose	Award the proposal for Pecan Campus – Continuing Education and Testing Center Building A – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX).
Justification	To contract with a qualified provider for the purchase and installation of new audiovisual equipment to support the organization's operational and instructional needs. The project includes outfitting ten (10) classroom-style rooms, one (1) conference room, and one (1) digital signage location with modern, reliable audiovisual technology. Procuring these services through a qualified provider will ensure proper system design, equipment compatibility, professional installation, and functional integration to enhance presentations, training activities, communication, and information sharing across all designated spaces.
Funding	Funds for this expenditure are budgeted in the Unexpended Pecan West Continuing Education and Testing Center Building A budget for FY 2025 – 2026.
Enclosed Documents	Appendix A – Project Timeline and Information Other information is included in the Supporting Documentation.

Staff Resource	Dr. Jesus Campos, Interim Vice President for Technology, Information & Planning Services Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer Dr. Yolanda Martinez, Director of Educational Technologies
Recommendation	The Committee recommended Board approval to award the proposal for Pecan Campus – Continuing Education and Testing Center Building A – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX) at a total amount of $228,461.54.

APPENDIX A

Project Timeline and Information

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

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

Purpose	Award the proposal for Pecan Campus – Cooper Center Building L Expansion – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX).
Justification	To contract with a qualified provider for the purchase and installation of new audiovisual equipment to support the organization's operational and instructional needs. The project includes upgrading three (3) rooms/spaces with modern, reliable audiovisual technology. Procuring these services through a qualified provider will ensure proper system design, equipment compatibility, professional installation, and functional integration to enhance presentations, training activities, communication, and information sharing across all designated spaces.
Funding	Funds for this expenditure are budgeted in the Unexpended Pecan Cooper Performing Arts Building L Music and Dance Program Renovation budget for FY 2025 – 2026.
Enclosed Documents	Appendix A – Project Timeline and Information Other information is included in the Supporting Documentation.
Staff Resource	Dr. Jesus Campos, Interim Vice President for Technology, Information & Planning Services Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer Dr. Yolanda Martinez, Director of Educational Technologies
Recommendation	The Committee recommended Board approval to award the proposal for Pecan Campus – Cooper Center Building L Expansion – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX) at a total amount of $96,540.15.

APPENDIX A

Project Timeline and Information

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

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

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

APPENDIX A
Project Timeline and Information

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

Purchases – 4) Admission Assessment Exams

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

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

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

Purchases – 6) Chiller Chemicals and Maintenance

Purpose	Purchase chiller chemicals and maintenance from **Kurita America, Inc.** (Minneapolis, MN), a State of Texas (TxSmartBuy) contract vendor.
Justification	To provide chiller chemicals and maintenance for all nineteen (19) chillers throughout the district as needed. The chiller chemicals and maintenance are required for all the chillers to operate properly and efficiently.
Funding	Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Other information is included in the Supporting Documentation.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services George McCaleb, Executive Director of Facilities Operations and Maintenance
Recommendation	The Committee recommends Board approval to purchase chiller chemicals and maintenance from **Kurita America, Inc.** (Minneapolis, MN), a State of Texas (TxSmartBuy) contract vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of $120,000.00.

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

Purpose Purchase computers, laptops, tablets, and monitors from the vendors listed in Appendix A.

Justification 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.

Funding Funds for these expenditures are budgeted in the requested department budgets for FY 2025 – 2026 as follows:
Architecture Program, Learning Commons and Open Labs, Clinical Simulation Program, Engineering Program, Administrative Allowance – Pell Program, Music Program, Unexpended – Pecan Cooper Performing Arts Building L Music and Dance Program Renovation, Educational Technologies, Physics Program, Culinary Arts Program, Organizational Leadership Bachelor Program, Information Technology Program, Teaching and Learning Center, Communication and Creative Services, Facilities, Planning and Construction, Library Public Services, Curriculum, Pharmacy Technology Program, Office of Student Re-Engagement, New Faculty and Programs Furniture and Equipment Program, Student Accounts and Sponsored Programs, Law Enforcement Program, Admissions and Records, Office of Sponsored Initiatives, Institutional Advancement, South Texas College Promise Program, and Technology Support Program.

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

Staff Resource Dr. Jesus Campos, Interim Vice President for Technology, Information & Planning Services
Lucio Gonzalez, Associate Vice President for Technology and Chief Information Officer

Recommendation The Committee recommends Board approval to purchase computers, laptops, tablets, and monitors from the vendors listed in Appendix A at a total amount of $208,955.46.

APPENDIX A
Vendors List

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

APPENDIX B
District-Wide Technology Request Summary

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

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

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

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

Purchases – 8) Furniture

Purpose	Purchase furniture from the vendors listed in Appendix A.
Justification	To provide new furniture that will enhance the everyday activities of our academic environment while upgrading or replacing outdated and worn-out items that no longer serve our students, faculty, and staff effectively. This investment will enable students, faculty, and staff to engage comfortably and productively in classes, study sessions, collaborative projects, and daily operations.
Funding	Funds for these expenditures are budgeted in the requesting department budgets for FY 2025 – 2026 as follows: Division of Math, Science, Information Technology, and Bachelor Programs, Facilities Planning and Construction Department, and Learning Commons and Open Labs, and Human Resources and Talent Development and Center for Learning Excellence.
Enclosed Documents	Appendix A – Vendors List Appendix B – District-Wide Furniture Request Summary Other information is included in the Supporting Documentation.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Ricardo De La Garza, Executive Director of Facilities Planning and Construction
Recommendation	The Committee recommends Board approval to purchase furniture from the vendors listed in Appendix A at a total amount of $205,721.03.

APPENDIX A
Vendors List

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

APPENDIX B

District-Wide Furniture Request Summary

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

1 Bench and 2 Trash Cans for the Technology Campus Building F.

Purchases – 9) In-Store Materials and Supplies

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

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

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

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

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

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

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

APPENDIX A
Vendors List

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

Vendor (City, State)	Purchasing Cooperative	Amount
Sam's Club (McAllen, TX)	Purchasing Association of Cooperative Entities (PACE)	$25,000.00
	Total Amount:	$110,000.00

Purchases – 10) Network Equipment, Licenses, and Accessories

Purpose

Purchase network equipment, licenses, and accessories from **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources approved vendor.

Justification

To purchase network switches, licenses, wireless access points, phones, and associated equipment that is necessary to support the newly constructed Continuing Education and Testing Center and the Kinesiology and Wellness Center.

These items are required to establish full operational and technological functionality within the facilities, ensuring reliable connectivity, communication, and access to institutional systems. The equipment and licenses will enable the College to deliver instructional services, support testing operations, and maintain a secure and efficient network infrastructure.

Funding

Funds for this expenditure are budgeted in the unexpended Pecan West Continuing Education and Testing Center Building A and unexpected Pecan Kinesiology and Wellness Center Building Q budgets for FY 2025 – 2026.

Enclosed Documents

Other information is included in the Supporting Documentation.

Staff Resource

Dr. Jesús Campos, Interim Vice President for Technology, Information & Planning Services
Lucio Gonzalez, Associate Vice President - Technology and Chief Information Officer

Recommendation

The Committee recommends Board approval to purchase network equipment, licenses, and accessories from **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources approved vendor, at an estimated total amount of $240,078.65.

Purchases – 11) Maintenance Parts and Lab Supplies

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

APPENDIX A

Vendors List

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

Purchases – 12) Testing Materials

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

Purchase Renewals – 13) Elevator Maintenance and Repair Agreement

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

Renewals – 14) Advertising Services

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

APPENDIX A

Vendors List

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

APPENDIX B

Renewal Terms

The Board awarded the contract as follows:

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

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

Renewals – 15) Campus Coffee Shop

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

APPENDIX A
Renewal Terms

The Board awarded the contract as follows:

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

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

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

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

APPENDIX A

Renewal Terms

The Board awarded the contract as follows:

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

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

Renewals – 17) Custodial Supplies

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

APPENDIX A

Vendors List

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

APPENDIX B

Renewal Terms

The Board awarded the contract as follows:

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

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

Renewals – 18) Digital Advertising Services

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

APPENDIX A

Vendors List

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

APPENDIX B

Renewal Terms

The Board awarded the contract as follows:

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

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

Renewals – 19) Grounds Maintenance

Purpose

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

Justification

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

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

Funding

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

Enclosed Documents

Appendix A – Renewal Terms

Staff Resource

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

Recommendation

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

APPENDIX A
Renewal Terms

The Board awarded the contract as follows:

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

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

Renewals – 20) Mail Services

Purpose	Renew the mail services contract with **Upper Valley Mail Services, LLC** (McAllen, TX).
Justification	To provide mail services for postage on all outgoing South Texas College envelopes and packages, including the intelligent mail barcode, pre-sorting all outgoing mail, and picking up and delivering outgoing mail to the McAllen post office. The service provider can group mail with the same zip code and bundle it with other entities, allowing the College to receive reduced postage rates for all USPS outgoing mail.
Funding	Funds for this expenditure are budgeted in the Postage budget for FY 2026 – 2027, pending Board approval of the budget.
Enclosed Documents	Appendix A – Renewal Terms
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Deyadira Leal, Director of Purchasing and Distribution Services
Recommendation	The Committee recommends Board approval to renew the mail services contract with **Upper Valley Mail Services, LLC** (McAllen, TX) for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of $45,000.00.

APPENDIX B
Renewal Terms

The Board awarded the contract as follows:

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

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

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

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

<u>APPENDIX A</u>
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)

<u>APPENDIX B</u>
Renewal Terms

The Board awarded the contract as follows:

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

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

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

Award of Proposals

1) **Pecan Campus – Continuing Education and Testing Center Building A – Audiovisual Equipment and Installation:** award the proposal for Pecan Campus – Continuing Education and Testing Center Building A – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX) at a total amount of $228,461.54;
2) **Pecan Campus – Cooper Center Building L Expansion – Audiovisual Equipment and Installation:** award the proposal for Pecan Campus – Cooper Center Building L Expansion – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX) at a total amount of $96,540.15;
3) **Pecan Campus – Kinesiology and Wellness Center Building Q – Audiovisual Equipment and Installation:** award the proposal for Pecan Campus – Kinesiology and Wellness Center Building Q – Audiovisual Equipment and Installation to **Audio Visual Aids Company, LLC** (San Antonio, TX) at a total amount of $201,464.15;

Purchases

4) **Admission Assessment Exams:** purchase admission assessment exams from **Elsevier, Inc**. (Philadelphia, PA), a sole-source vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of $150,000.00. The cost is paid by the students when they register for this exam;
5) **Building Automation Control Equipment, Parts, and Equipment Maintenance:** purchase building automation control equipment, parts, and equipment maintenance from **Siemens Industry, Inc.** (Alpharetta, GA/La Feria, TX), a Sourcewell and The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of $170,000.00;
6) **Chiller Chemicals and Maintenance:** purchase chiller chemicals and maintenance from **Kurita America, Inc.** (Minneapolis, MN), a State of Texas (TxSmartBuy) contract vendor, for the period beginning September 1, 2026 through August 31, 2027, at an estimated total amount of $120,000.00;
7) **Computers, Laptops, Tablets, and Monitors:** purchase computers, laptops, tablets, and monitors from the vendors listed in Appendix A at a total amount of $208,955.46;

APPENDIX A
Vendors List

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

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

APPENDIX A
Vendors List

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

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

APPENDIX A
Vendors List

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

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

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

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

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

Purchase Renewals

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

Renewals

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

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

15) **Campus Coffee Shop:** renew the campus coffee shop contract with **Commonspace Concept Store, LLC** (McAllen, TX) for the period beginning August 1, 2026 through July 31, 2027, at no cost to the College;

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

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

APPENDIX A

Vendors List

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

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

APPENDIX A

Vendors List

Primary Vendor:	**ReachLocal/ dba LocaliQ** (Woodland Hills, CA)
Secondary	**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.

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 City/Town, State/Region/County, Zip/Post Code, Country	3201 W Pecan Boulevard McAllen, TX 78501 US
Phone/Fax #	956-872-4609
Email (required)	mramirez@southtexascollege.edu

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

Signature Page Follows

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

South Texas College	**Precision Task Group, Inc.**
Signature	Signature
Name	Name
Title	Title
Date Signed	Date Signed

Addendum A
Additional Terms Applicable to Training

1. **Training Terms.** Each Training Credit may be used for either: (i) one day of in person attendance for one attendee to a Workday classroom training course at a designated Workday facility, (ii) one day of in person attendance for one attendee to a Workday instructor-led onsite training course at a Customer facility (subject to subpart 3 below), or (iii) two days of virtual (online remote) attendance for one registered attendee to a Workday virtual instructor-led training course. The registered attendee shall not permit others to participate. Customer may not register for and apply Training Credits to training until such Training Credits are purchased pursuant to an Order Form. Customer may not retroactively apply subsequently purchased Training Credits to training for which registration occurred before the applicable Order Effective Date. If Customer registers for training without an adequate prepaid Training Credit balance, pricing for purchase of a single Training Credit shall apply. The number of Training Credits required for an attendee to attend a specific course varies by the duration of the course (in days). Specific offerings and the requisite number of Training Credits for attendance are set forth in Workday's current training catalog. Any Customer request for a cancellation of a class enrollment must be submitted as a Training Case via the Customer Center by the Customer Training Coordinator at least seven (7) full calendar days prior to the scheduled start date of the class. Cancellation requests received less than seven (7) calendar days prior to the scheduled start date will not be honored and are subject to the full training fee. Because Training Credits do not expire and sales of Training Credits are used, in part, to project training staffing needs, Workday reserves the right to decline to sell Training Credits grossly in excess of a Customer's anticipated need. Any conversion of unused Training Credits to credits used against professional services uses the price paid for the Training Credits against the then-current prices for the professional services against which the credits are applied.

2. **Training Credit Bulk Purchase Option**. Workday's discounted bulk purchase rates will be applied to the cumulative number of Training Credits purchased during a rolling 12-month period provided Customer prepays for all such purchases. Discounted rates will not be applied retroactively for previously purchased Training Credits. Any a la carte training purchases, including purchases of courses from the Learning Management System (LMS) course list, will not count toward the cumulative number of Training Credits purchased for the purpose of bulk purchase rates. Rates are as shown in Reseller's Texas DIR Pricing.

3. **On-Site Training Terms.** On-site training at Customer's site is subject to Workday's approval and the following terms. Customer will provide the required training facility in accordance with the Workday-provided specifications for room set-up, hardware and Internet connectivity requirements. Each attendee will have an individual workstation complete with Internet connectivity. On-site training fees will be billed in advance or Customer may utilize Training Credits purchased on a previous Order Form if fully paid. In-person is not anticipated, however, in addition to the applicable fees for the Training Credits, Customer will be responsible for the reasonable and actual travel and living expenses incurred by the instructor(s) which will be invoiced after the session.. On-site training not completed in the period scheduled will not be refunded, nor will it be applied to any other Workday service offering. The minimum and maximum number of students for any on-site training is thirteen (13) minimum and eighteen (18) maximum.

4. **"LOD" Learn On-Demand Terms.** The first Learn On-Demand SKU of each Library purchased by Customer is for ten (10) Named Users. Each 5 Additional Users SKU is for five (5) additional Named Users for the stated Library. A Library is a bundle of specific, related training concepts. Library offerings currently include: (i) HCM, (ii) Cross Application Technology, (iii) Financials, (iv) Workday Payroll, and (v) Education & Government. A Named User is an eligible Employee of Customer for which Customer has provided Workday a valid name and e-mail address. Each Named User will be assigned a password granting the Named User access to the LOD. Named Users may not be substituted without the prior written consent of Workday, which will not be unreasonably withheld. Each Named User may access all of the LOD content within a specific Library during the stated number of years above.

5. **Adoption Kit Terms.** The Adoption Kit includes: (i) all content listed in the applicable overview provided therewith as well as any additional content made generally available by Workday during the Adoption Kit subscription term, (ii) a facilitators guide, (iii) an FAQ, (iv) videos, and (v) sample internal marketing materials. During the Adoption Kit subscription term, Workday hereby grants to Customer a non-exclusive, nontransferable license to use, copy, customize and create derivative works of the Adoption Kits solely for the purpose of internally distributing the relevant Adoption Kit material to promote internal use of the Service by Customer's Employees. Customer shall reproduce all Workday proprietary rights notices and headings on any copies, in the same manner in which such notices were set forth in or on the original. Customer is solely responsible for the accuracy of any modifications or customizations of the Adoption Kits made by it. Subject to Workday's underlying intellectual property rights in the Adoption Kits and the Service, Customer owns all improvements and other materials that Customer may develop, make or conceive, either solely or jointly with others (but not with Workday), whether arising from Customer's own efforts or suggestions received from any source other than Workday, that relate to the Adoption Kits (Adoption Kit Improvements). Customer grants to Workday a royalty-free, irrevocable license to use, copy, distribute, and create derivative works of any and all Adoption Kit Improvements. Customer agrees that Adoption Kit Improvements may include Workday Confidential Information that is subject to the nondisclosure and use restrictions set forth in the End User Terms and Conditions. Customer agrees that it will not assert a claim for, or file suit for, or take any other action in furtherance of any alleged or actual infringement or misappropriation of the rights in or associated with any Adoption Kit Improvements should Workday create similar materials independently.

6. **Miscellaneous Training Terms.** Workday training is for use by Customer Employees and Authorized Parties only and for purposes consistent with the End User Terms and Conditions. In no event will Customer allow third parties to access or use Workday training or related materials, including, but not limited to, other existing or potential Workday customers or partners. Workday training classes and courses may not be videotaped, recorded, downloaded or duplicated without Workday's prior written consent. A SOW for training is non-cancelable and associated fees are non-refundable and non-transferable. Customer will pay for all classroom and virtual training courses attended by Customer's Employees and Customer's Authorized Parties. Workday may utilize an external learning management system for training enrollment and tracking of course attendance. Customer understands that any such system is not part of the Workday Service.

Review and 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.

South Texas College
Unrestricted Fund

Annual Salary Increase plus Strategic Adjustments (3.8%)
Fall: 16,134, Spring: 14,308, Summer: 7,349

Preliminary FY 2026 - 2027 (Next Year) Budget Summary with Comparison to FY 2025 - 2026 (Current Year)
As of June 23, 2026

Summary of Revenues and Carryover Allocations	FY 2025 - 2026 Budget (Amended)	FY 2026 - 2027 Budget (Preliminary)	Difference FY 2026 Amended to FY 2027 Preliminary
State Appropriations	$ 64,577,466	$ 58,469,628	$ *(6,107,838)*
Other State Appropriation-Hazlewood Reimbursement	147,913	160,000	12,087
Total State Appropriations	**64,725,379**	**58,629,628**	**(6,095,751)**
Academic & Differential Tuition-Net TPEG	*55,901,771*	*57,673,609*	*1,771,838*
Continuing Ed/CATA-Net TPEG	*4,260,753*	*4,260,753*	-
Total Tuition-Net of TPEG	**60,162,524**	**61,934,362**	**1,771,838**
Total Fees	**2,830,966**	**3,049,232**	**218,266**
Total M&O Property Taxes	**85,163,229**	**94,849,611**	**9,686,382**
Total Other Revenues	**15,063,893**	**17,066,293**	**2,002,400**
Total Carryover Allocations	**24,825,044**	**25,217,413**	**392,369**
Total Revenues and Carryover Allocations	**$ 252,771,035**	**$ 260,746,539**	**$ 7,975,504**

Summary of Expenditures	FY 2025 - 2026 Budget (Amended)	FY 2026 - 2027 Budget (Preliminary)	Difference FY 2026 Amended to FY 2027 Preliminary
Total Salaries	**$ 133,122,233**	**$ 140,472,791**	**$ 7,350,558**
Total Benefits	**33,432,303**	**35,256,007**	**1,823,704**
Total Operating	**39,488,833**	**39,947,740**	**458,907**
Total Technology	**20,580,059**	**22,111,702**	**1,531,643**
Total Travel	**3,151,471**	**3,086,244**	**(65,227)**
Total Capital Outlay	**2,393,064**	**2,102,150**	**(290,914)**
Total Scholarship	**403,106**	**180,922**	**(222,184)**
Total Expenditures	**$ 232,571,069**	**$ 243,157,556**	**$ 10,586,487**
Transfers & Reserves			
Transfer to Unexpended Plant Fund (Carryover)	10,000,000	10,000,000	-
Transfer to R&R Plant Fund	1,000,000	2,500,000	1,500,000
Transfer to Student Activities Auxiliary Fund	1,175,000	1,175,000	-
Contingency Fund (Carryover)	8,024,966	3,913,983	(4,110,983)
Fund Balance Reserve	-	-	-
Total Transfers & Reserves	**20,199,966**	**17,588,983**	**(2,610,983)**
Total Expenditures, Transfers & Reserves	**$ 252,771,035**	**$ 260,746,539**	**$ 7,975,504**

Revenues and Carryover Allocations over Expenditures	**$ -**	**$ -**	**$ -**

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

Unrestricted Fund and Auxiliary Fund FY 2026-2027 Staffing Requests

Appendix B

Mary Del Paz, MBA, CPA, CFE, CGMA

Vice President for Finance and Administrative Services

June 9, 2026

Staffing Requests for FY 2026-2027

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

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

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

Additional and Revised AAED Staffing Requests for FY 2026-2027

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

Additional and Revised AAED Staffing Requests for FY 2026-2027

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

Additional and Revised AAED Staffing Requests for FY 2026-2027

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

Additional FAS Staffing Requests for FY 2026-2027

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

Revised IAEA Staffing Requests for FY 2026-2027

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

Revised TIPS Staffing Requests for FY 2026-2027

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

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

SOUTH TEXAS COLLEGE

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

Additional Auxiliary Requests for FY 2026-2027

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

THANK YOU!

Appendix C

Division Staffing Requests - Additional & Revised Positions

Grand Total by Division

Division/Position Type	Quantity Requested	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
Academic Affairs and Economic Development	18	$ 280,929.33	$ -	$ 280,929.33
Finance and Administrative Services	1	$ 82,173.00	$ -	$ 82,173.00
Institutional Advancement and External Affairs	1	$ 4,928.00	$ 630.00	$ 4,298.00
Technology, Information & Planning Services	5	$ 163,918.20	$ 148,817.20	$ 15,101.00
Office of the President	1	$ 269,207.00	$ -	$ 269,207.00
Grand Total	**26**	**$ 801,155.53**	**$ 149,447.20**	**$ 651,708.33**

Appendix D

Division Staffing Requests - Additional & Revised Positions

Grand Total by Division by Type - Detail

Division/Position Type	Quantity Requested	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
Academic Affairs and Economic Development	**18**	**$ 280,929.33**	**$ -**	**$ 280,929.33**
New	5	$ 267,259.56	$ -	$ 267,259.56
Reclass	13	$ 13,669.77	$ -	$ 13,669.77
Finance and Administrative Services	**1**	**$ 82,173.00**	**$ -**	**$ 82,173.00**
New	1	$ 82,173.00	$ -	$ 82,173.00
Institutional Advancement and External Affairs	**1**	**$ 4,928.00**	**$ 630.00**	**$ 4,298.00**
Reclass	1	$ 4,928.00	$ 630.00	$ 4,298.00
Technology, Information & Planning Services	**5**	**$ 163,918.20**	**$ 148,817.20**	**$ 15,101.00**
New	1	$ 64,625.60	$ 64,625.60	$ -
Reclass	4	$ 99,292.60	$ 84,191.60	$ 15,101.00
Office of the President	**1**	**$ 269,207.00**	**$ -**	**$ 269,207.00**
New	1	$ 269,207.00	$ -	$ 269,207.00
Grand Total	**26**	**$ 801,155.53**	**$ 149,447.20**	**$ 651,708.33**

Appendix E
Division Staffing Requests
Revised Grand Total by Division

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

Appendix F
Division Staffing Requests
Revised Grand Total by Division by Type - Detail

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

Appendix G
Additional and Revised AAED Staffing Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
New	**5**	**$ -**	**$ 267,259.56**	**$ -**	**$ 267,259.56**
Division of Math Science Information Technology and Bachelor Programs					
Vacant					
Position#: N/A					
Vacant					
Student Success Specialist					
Vacant					
EA - G02					
New position request. This position will assist students in the Bachelor Programs who have delcared a major, along with Bachelor Program initiatives to increase student enrollment.	1	$ -	$ 53,078.28	$ -	$ 53,078.28
Specialist II - Lab					
Vacant					
AT - G05					
This position has been a full-time temporary position for the past several years. The Lab Specialist II position supports the Biology department across multiple campuses to sustain instructional quality, ensure compliance, and support expanded scheduling and departmental growth. In addition, this position supports dual enrollment high schools and ongoing compliance and safety obligations, which entail extensive lab preparation requirements.	1	$ -	$ 48,152.00	$ -	$ 48,152.00
Academic Advancement					
Vacant					
Position#: N/A					
Vacant					
Business Analyst					
Vacant					
TC - G05					
Division with providing reporting, access, and training support for faculty and chairs across enterprise systems, while supporting implementation and integration of new	1	$ -	$ 74,544.00	$ -	$ 74,544.00
Mid Valley Campus					
Vacant					
Position#: N/A					
Vacant					
Specialist - Guided Pathways					
Vacant					
EA - G02					
Campus. This position will serve all meta-majors at this campus and assist students with enrollment in the meta-major, degree audits, and track and monitor students'	1	$ -	$ 53,078.28	$ -	$ 53,078.28
Teaching and Learning Center					
Vacant					
Position#: N/A					
Vacant					
Assistant - Teaching and Learning Center					
Vacant					
AT - G02					
This position has been a full-time temporary position for the past two years. This position assists the Teaching and Learning Center team to organize and provide logistical support for the various events, workshops and academies offered by the Department for faculty and staff. This includes providing administrative and event support as well as day-to-day coordination for the varied workshops and academies within the department.	1	$ -	$ 38,407.00	$ -	$ 38,407.00
Reclass	**13**	**$ 66,281.28**	**$ 13,669.77**	**$ -**	**$ 13,669.77**
Division Academic Affairs					
Vacant					
P002398					
Manager - Academic Affairs and Economic Development					
Manager - Academic Affairs and Economic Development					
EA - G05					
EA - G06					
Requesting to reclassify vacant Manager position to a new position grade to reflect expanded scope of duties and responsibilities. This position is responsible for leading the coordination of the annual Strategic Planning workshop, including the development of the IE Plans, serves as the liaison to the Office of Communication and Creative Services for the AAED Division, and is responsible for organizing and leading the logistics and development of the annual AAED Faculty Assembly and the annual Workforce Summit sponsored by the Office of the Provost.	1	$ 73,406.76	$ 8,766.06	$ -	$ 8,766.06

Appendix G
Additional and Revised AAED Staffing Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
Division of Math Science Information Technology and Bachelor Programs					
Filled					
P000005					
Dean - Math, Science, Information Technology and Bachelor Programs					
Executive Division Dean- Math, Science, Information Technology and Bachelor Programs					
EA - G13					
EA - G14					
Requesting title change from Dean to Executive Division Dean due to a significant and sustained expansion in scope, responsibilities, and institutional impact. This position oversees two major divisions (Math, Science, Information Technology and Bachelor Programs), has recently acquired the Information Technology and Public Administration departments, and most recently created a new department- Artificial Intelligence. This position provides district-wide leaderhip for a large number of students, faculty, and staff, while managing the largest volume of grants and initiatives.	1	$ 163,456.92	$ 4,903.71	$ -	$ 4,903.71
P002987					
Cybersecurity Faculty					
Artificial Intelligence Faculty					
FA - BAC					
FA - BAC					
Faculty. Courses for the Artificial Intelligence (AI) program are scheduled to be offered this Fall 2026 semester. Reclassifying this position addresses SACSCOC	1	$ 59,793.00	$ -	$ -	$ -
Vacant					
P003151					
Math Faculty					
Medical and Health Services Management Faculty					
FA - MAS					
FA - MAS					
Reclassify Math Faculty to Medical and Health Services Management Faculty. Faculty position is needed to assist	1	$ 55,000.00	$ -	$ -	$ -
P003152					
Math Faculty					
Biology Faculty					
FA - MAS					
FA - MAS					
Reclassify Math Faculty to Biology Faculty. Faculty position is	1	$ 55,000.00	$ -	$ -	$ -
P003153					
Math Faculty					
Cybersecurity Faculty					
FA - MAS					
FA - MAS					
Revising from Title Change to Reclass	1	$ 55,000.00	$ -	$ -	$ -
P003154					
Math Faculty					
Cybersecurity Faculty					
FA - MAS					
FA - MAS					
Revising from Title Change to Reclass	1	$ 55,000.00	$ -	$ -	$ -
Division of Liberal Arts					
Vacant					
P003011					
English Faculty					
Culinary Arts Faculty					
FA - MAS					
FA - MAS					
Reclassify English Faculty to Culinary Arts Faculty. Faculty	1	$ 55,000.00	$ -	$ -	$ -
P003211					
History Faculty					
Music - Mariachi Faculty					
FA - MAS					
FA - MAS					
Reclassify History Faculty to Music-Mariachi Faculty. Faculty	1	$ 55,000.00	$ -	$ -	$ -
Division of Business Public Safety and Technology					
Vacant					
P000129					
Automotive Technology Faculty					
Electrician Assistant Faculty					
FA - ASC					
FA - ASC					
Revising from Title Change to Reclass	1	$ 55,000.00	$ -	$ -	$ -
P002937					
Architectural and Engineering Design Technology Faculty					
Electrician Assistant Faculty					
FA - MAS					
FA - MAS					
Revising from Title Change to Reclass	1	$ 55,000.00	$ -	$ -	$ -

Appendix G
Additional and Revised AAED Staffing Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
Division of Health Science Professions					
Vacant					
P001034					
Associate Degree Nursing Faculty					
Respiratory Therapy Faculty					
FA - PHD					
FA - MAS					
Revising from Title Change to Reclass	1	$ 70,000.00	$ -	$ -	$ -
P002935					
Advanced Manufacturing Technology Faculty					
Dental Hygiene Faculty					
FA - MAS					
FA - MAS					
Revising from Title Change to Reclass	1	$ 55,000.00	$ -	$ -	$ -
Grand Total	**18**	**$ 47,869.82**	**$ 280,929.33**	**$ -**	**$ 280,929.33**

Appendix H
Additional FAS Staffing Requests for FY 26-27

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

Appendix I
Revised IAEA Staffing Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
Reclass	**1**	**$ 56,619.36**	**$ 4,928.00**	**$ 630.00**	**$ 4,298.00**
Office of Sponsored Initiatives					
Filled					
P002886					
Resource Development Officer					
Manager - Operational Resources					
EA - G03					
EA - G04					
Approved in May Board. Revising Job Title	1	$ 56,619.36	$ 4,928.00	$ 630.00	$ 4,298.00
Grand Total	**1**	**$ 56,619.36**	**$ 4,928.00**	**$ 630.00**	**$ 4,298.00**

Appendix J
Revised TIPS Staffing Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
New	**1**	**$ -**	**$ 64,625.60**	**$ 64,625.60**	**$ -**
Learning Commons and Open Labs					
Vacant					
Position#: N/A					
Vacant					
Analyst - Emerging Technology					
Vacant					
EA - G03					
Approved in May Board. Revising Pay Grade to EA - 03	1	$ -	$ 64,625.60	$ 64,625.60	$ -
Reclass	**4**	**$ 33,467.09**	**$ 99,292.60**	**$ 84,191.60**	**$ 15,101.00**
Centers for Learning Excellence					
Filled					
P001959					
Specialist - Learning Excellence					
Specialist - Learning Excellence					
AT - G04					
AT - G04					
Approved in May Board. Revising from New to Reclass	1	$ -	$ 41,121.60	$ 41,121.60	$ -
P100969					
Specialist - Learning Excellence					
Specialist - Learning Excellence					
AT - G04					
AT - G04					
Approved in May Board. Revising from New to Reclass & Revising Position Number	1	$ -	$ 41,496.00	$ 41,496.00	$ -
Research and Analytical Services					
Filled					
P000089					
Manager - Institutional Report					
Assistant Director - Institutional Reporting					
EA - G05					
EA - G08					
Due to significant increases in the workload of the department, as included in the justifications of all the requests above, additional administrative leadership is needed to help with leading the staff and the projects.	1	$ 81,410.76	$ 15,101.00	$ -	$ 15,101.00
Educational Technologies					
Filled					
P001149					
Specialist - Educational Technologies Operations					
Coordinator - ET Operations					
AT - G05					
EA - G02					
This change will help the department manage overtime costs and will align the position with other campus coordinators with comparable duties	1	$ 52,457.60	$ 1,574.00	$ 1,574.00	$ -
Grand Total	**5**	**$ 26,773.67**	**$ 163,918.20**	**$ 148,817.20**	**$ 15,101.00**

Appendix K
Additional PRES Staffing Requests for FY 26-27

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

Appendix L
Additional Auxiliary Requests for FY 26-27

Row Labels	Quantity Requested	Average of Current Salary/Pool Budget	Total Funds Requested	Total Funds To Reduce from Existing Position/Pools & May Board	Net Impact to June Budget
Reclass	**2**	**$ -**	**$ 78,898.00**	**$ -**	**$ 78,898.00**
Division of Social and Behavioral Sciences					
Filled					
P001505					
Early Childhood Educator II					
Early Childhood Educator II					
AT - G04					
AT - G04					
Reclassify Restricted Early Childhood Educator II position to Auxiliary as the CCAMPIS grant is entering its fourth and final year. Transitioning this position is necessary to ensure continuity of staffing and to allow classrooms to remain open in support of both current and future enrollment.	1	$ -	$ 39,898.00	$ -	$ 39,898.00
Vacant					
P100146					
Early Childhood Educator II					
Early Childhood Educator II					
AT - G04					
AT - G04					
Reclassify Restricted Early Childhood Educator II position to Auxiliary as the CCAMPIS grant is entering its fourth and final year. Transitioning this position is necessary to ensure continuity of staffing and to allow classrooms to remain open in support of both current and future enrollment.	1	$ -	$ 39,000.00	$ -	$ 39,000.00
Grand Total	**2**	**$ -**	**$ 78,898.00**	**$ -**	**$ 78,898.00**

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

Purpose

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

Justification

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

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

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

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

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

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

⇒ Non-exempt Specialist staff
⇒ Construction Project Managers
⇒ Institutional Research Analysts
⇒ Deans / VPs / AVPs (every three years)

- **Salary Structure Review** - Analysis was performed on the college's structured pay grade system to categorize roles and responsibilities and ensure consistent pay parity across similar job functions. This process also included reviewing salaries within the college to ensure fairness among employees in similar roles, considering factors like experience, education, and institutional retention.

- **General Pay Increase (GPI)** - On May 26, 2026, the South Texas College Board of Trustees approved a 3% GPI and strategic adjustment to total a 3.8% increase for FY 2026 – 2027, subject to the availability of funding and Board approval of the final budget. The recommended GPI for FY 2026-2027 will play a crucial role in the college's compensation strategy and have significant implications for both employees and the overall success of the College.

- **Weighted Average for Experience (Staff)** - This year's compensation maintenance review continues incorporating a weighted average experience into the college's compensation plan for all staff pay groups: Executive Administrative Professional (EAP), Technology (TECH), Administrative Technical Support (ATS), and Operation Support (OS) to continue to serve as a strategic approach to employee remuneration that reflects both the quantity and quality of experience. This focus allows the College to maintain parity within its compensation structure while remaining considerate of the varying importance of distinct roles and the depth of experience employees bring to the College.

- **Board Approved New Positions, Reclassifications, and Other Adjustments** - The FY 2026 - 2027 Employee Compensation Plan includes the New Positions, Reclassifications, and Other Adjustments Board approved on May 26, 2026, and additional requests presented to the Committee on June 9, 2026, subject to Board approval on June 23, 2026.

The methodology for South Texas College's FY 2026 - 2027 compensation maintenance and respective salary increases is designed to promote parity, retention, and motivation among college employees. Administration continuously reviews this methodology to ensure it remains relevant and effective in achieving the college's goals.

Enclosed Documents	Appendix A – Proposed Employee Compensation Plan for FY 2026 – 2027, included under separate cover.
Funding	The Proposed Employee Compensation Plan for FY 2026 – 2027 is subject to additional modifications due to revised revenue projections, funding availability, and Board approval of the final budget.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Alicia Correa, Director of Human Resources – Benefits and Compensation
Recommendation	***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**

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.

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~~ • Moved To

Appendix B

Policies follow in the packet.

Advisory Committees

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

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

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

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

Transacting Business

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

Dissolution

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

~~Purpose~~Faculty Senate

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

Authority and Oversight

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

~~Administrative Procedures~~

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

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

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

Membership

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

Term Limits

Appointed Faculty Members

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

Elected Faculty Members

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

Removal

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

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

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

Officers

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

Compensation

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

Expense Reimbursement

A member of the faculty senate may be reimbursed for reasonable expenses made on behalf of the College District and approved by the College President or designee in accordance with administrative regulations.

Governing Documents

The faculty senate shall adopt a constitution, bylaws, or other governing documents consistent with law, this policy, and associated regulations, including the rules for establishing a quorum.

Faculty Senate Meetings

The College President shall develop regulations addressing faculty senate meeting procedures, in accordance with law.

Notice

No more than seven days before a meeting, the faculty senate shall post on the College District's website:

1. An agenda for the meeting indicating the items that will be discussed or subject to a vote; and
2. Curriculum proposals to be discussed or voted on at the meeting.

Open Meetings

Meetings at which a quorum is present shall be open to the public.

Meeting Broadcast

The faculty senate shall broadcast a meeting online in accordance with law if more than 50 percent of the faculty senate members are in attendance.

Recording Attendance

The faculty senate shall record the names of members in attendance at a meeting in which the faculty senate conducts business related to a vote of no confidence regarding a College District administrator or policies related to curriculum and academic standards.

Communications

The faculty senate shall not issue any statement or publish a report using the College District's official seal, trademark, or resources funded by the College District on any matter not directly related to the faculty senate's advisory duties.

Harmony with Law

Nothing in this policy or associated regulations may be construed to limit a faculty member from exercising the faculty member's right to freedom of association protected by the U.S. Constitution or Texas Constitution.

Purpose

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

Authority and Oversight

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

Administrative Procedures

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

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

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

Faculty Senate

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

Authority and Oversight

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

Membership

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

Term Limits

Appointed Faculty Members

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

Elected Faculty Members

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

Removal

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

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

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

Officers

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

Compensation

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

Expense Reimbursement

A member of the faculty senate may be reimbursed for reasonable expenses made on behalf of the College District and approved by the College President or designee in accordance with administrative regulations.

Governing Documents

The faculty senate shall adopt a constitution, bylaws, or other governing documents consistent with law, this policy, and associated regulations, including the rules for establishing a quorum.

Faculty Senate Meetings

The College President shall develop regulations addressing faculty senate meeting procedures, in accordance with law.

Notice

No more than seven days before a meeting, the faculty senate shall post on the College District's website:

1. An agenda for the meeting indicating the items that will be discussed or subject to a vote; and
2. Curriculum proposals to be discussed or voted on at the meeting.

Open Meetings

Meetings at which a quorum is present shall be open to the public.

Meeting Broadcast

The faculty senate shall broadcast a meeting online in accordance with law if more than 50 percent of the faculty senate members are in attendance.

Recording Attendance

The faculty senate shall record the names of members in attendance at a meeting in which the faculty senate conducts business related to a vote of no confidence regarding a College District administrator or policies related to curriculum and academic standards.

Communications

The faculty senate shall not issue any statement or publish a report using the College District's official seal, trademark, or resources funded by the College District on any matter not directly related to the faculty senate's advisory duties.

Harmony with Law

Nothing in this policy or associated regulations may be construed to limit a faculty member from exercising the faculty member's right to freedom of association protected by the U.S. Constitution or Texas Constitution.

Employee Grievances

College District employees have the right to present grievances concerning their wages, hours of employment, or conditions of work, either individually or through a representative. Employees can seek to redress a grievance by filing a complaint in accordance with this policy.

~~Guiding Principles~~

Definition

A complaint or grievance is defined as an unresolved issue concerning an employee's wages, hours of employment, unlawful dismissal/contract termination, or conditions of work.

In this policy, the terms "complaint" and "grievance" shall have the same meaning.

Other Complaint Processes

Employees shall file complaints according to the procedures established by the College President, in accordance with Board policies, except as required by law. For complaints protected by law within this policy, employees shall file according to the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA(LOCAL) after the relevant complaint process:

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability). [See DIAA and DIAB]
2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violations of Title VII. [See DIAA and DIAB]
3. Complaints concerning retaliation relating to discrimination and harassment. [See DIAA and DIAB]
4. Complaints concerning a commissioned peace officer who is an employee of the College District. [See CGF]
5. Complaints concerning an employment preference for former foster children. [See DC]
6. Complaints arising from the dismissal of term contract faculty members. [See DMAA]
7. Complaints concerning the nonrenewal or termination of term contract faculty members. [See DMAB]

Notification of Rights

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

Informal Process

The Board encourages employees to discuss their concerns with the employee's chain of command, starting with the employee's immediate supervisor, who has the authority to address the concerns.

Chain of command is defined as an employee's immediate supervisor, and each successive level of leadership up the administrative hierarchy (e.g~~.,~~. manager, director, chair, dean, vice president).

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

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

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

Formal Process

An employee may initiate the formal process described below by filing a written complaint form within ~~10~~15 business days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

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

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor is it intended to create constitutional due process rights or to require a full evidentiary hearing or "mini-trial" at any level.

Option to Continue Informal Process

Even after initiating the formal grievance process, the College District encourages employees to seek informal resolution of concerns. An employee whose concerns are resolved may withdraw a formal grievance at any time. ~~Informal resolution should not extend any deadlines in this policy, except by mutual written consent.~~

Retaliation

Neither the Board nor any College District employee shall retaliate against an employee for bringing a concern or complaint.

The College District prohibits retaliation against an employee who files a complaint or grievance under this policy, serves as a witness, or otherwise participates in an investigation. The provisions of the policy do not extend into a due process procedure.

The policy is an internal procedure designed to provide employees with the opportunity to address complaints.

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

~~**Definition**~~

~~A complaint or grievance is defined as an unresolved issue concerning an employee's wages, hours of employment, unlawful dismissal/contract termination, or conditions of work.~~

~~In this policy, the terms "complaint" and "grievance" shall have the same meaning.~~

~~Notification of Rights~~

~~The College District shall inform employees of this policy through appropriate College District publications.~~

~~The processes described in this policy shall not create new or additional rights beyond those granted by law or other Board policies.~~

Whistleblower Complaints

Employees shall file whistleblower complaints within the time specified by law. Such complaints shall first be filed in accordance with initiating grievances at Level Two, below. Timelines for the employee and the College District set out in this policy may be shortened to allow the College President to make a final decision within 60 days of the initiation of the complaint. [See DG(LEGAL)]

Complaints Against Supervisors

Complaints alleging a violation of law by a supervisor may be made through the employee's chain of command with the authority to remedy the alleged problem ~~to the College President or designee. Complaint forms alleging a violation of law by the College President may be submitted directly to the Board or designee.~~

Complaints Against College President or Board Member

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

Complaints alleging a violation of law or policy by the College President or a Board member may be made to the Board Chair, or to the Vice Chair if the complaint is against the Board Chair.

The Chair or~~of~~ Vice Chair will undertake a process to resolve the complaint and share the complaint with the rest of the ~~board~~Board within 72 hours. The Chair or Vice Chair may use ~~College Attorneys~~college attorneys to share the complaint with the rest of the ~~board~~Board and determine whether or not a special meeting needs to be called.

The Chair or Vice Chair may initiate an independent investigation of a written complaint after receiving approval from a majority of the Board. Upon approval, the Chair or Vice Chair ~~shall~~ may consult with Board ~~Counsel~~counsel, and then name an independent third party approved by the Board to investigate the complaint within the parameters set by the Board. Further, the Chair or Vice

Chair shall provide regular updates to the Board through the named investigator.

If the investigation finds that a Board member has violated a law or College District policy, the Board can reprimand or censure the Board member, or apply any other sanction available under Texas law. If the investigation finds that the College President has violated a law or College District policy, the Board can take appropriate disciplinary action, up to and including termination of employment.

Proposed Termination of an At-Will Employee

An at-will employee who is proposed for termination may file a complaint concerning the proposed termination directly with the College President, bypassing Level One and Level Two (vice president), if the employee's complaint alleges that the proposed termination constitutes retaliation, harassment, or discrimination. A complaint concerning the proposed termination of an at-will employee may be presented to the College President within three working days from the date the employee was informed of the proposed termination.

~~**Other Complaint Processes**~~

~~Employees shall file complaints according to the procedures established by the College President, in accordance with Board policies, except as required by law. For complaints protected by law within this policy, employees shall file according to the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA(LOCAL) after the relevant complaint process:~~

~~1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability). [See DIAA and DIAB]~~

~~2.~~1. ~~Complaints alleging certain forms of harassment, including harassment by a supervisor and violations of Title VII. [See DIAA and DIAB]~~

~~3.~~1. ~~Complaints concerning retaliation relating to discrimination and harassment. [See DIAA and DIAB]~~

~~4. Complaints concerning a commissioned peace officer who is an employee of the College District. [See CHA]~~

~~5.~~1. ~~Complaints concerning an employment preference for former foster children. [See DC]~~

~~6.~~1. ~~Complaints arising from the dismissal of term contract faculty members. [See DMAA]~~

~~7.~~1. ~~Complaints concerning the nonrenewal or termination of term contract faculty members. [See DMAB]~~

General Provisions

Filing

Employees shall file grievances and appeals in writing with the Office of Human Resources (OHR). While the College District provides an appropriate form in electronic format, employees may also submit written documents or emails as attachments to support their filing via email or hand deliver the form to the OHR.

Complaint and Appeal Forms

The employee complaint form must include the following information:

1. A clear explanation of the employee's specific concern;
2. A description of how the employee's employment has been affected; and
3. A description of the relief the employee is seeking.

~~An employee shall file a grievance within 10 business days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the grievance.~~

Employees may file complaints and supporting documentation electronically via the College District's complaint submission webpage. Electronic filings shall be timely if the OHR receives the filing by the close of business on the deadline, as indicated by the date/time shown on the electronic communication.

The employee shall attach copies of any documents that support the grievance to the complaint form. If the employee does not have copies, the employee may present the original documents at the Level One conference. After the Level One conference, the employee may not submit new documents unless the employee did not know the documents existed before the Level One conference.

The College District may dismiss any grievance form that an employee submits as incomplete in any material aspect. The employee may refile the grievance with all the required information if the refiling is within five business days of the dismissal.

Scheduling Conferences

The College District shall make reasonable attempts, including no fewer than three, to schedule conferences at a mutually agreeable time. If the employee fails to appear at a scheduled conference, the College District may hold the conference and issue a decision in the employee's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the employee. Responses may be hand-delivered, sent by electronic communication to the employee's email address of record, or sent by U.S. Mail to the employee's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean College District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one." A College District business day is defined as a day that the College District at large is open and conducting business.

Representative

"Representative" ~~means~~shall mean any person or an organization that is designated by the employee to represent ~~him or her~~the employee in the complaint process.

The employee may designate a representative through written notice at any level of this process. If the employee provides less than two days' notice to the College District before a scheduled conference, the College District may reschedule the conference to a later date, if desired, to allow time to consult with its counsel.

The College District may be represented by counsel at any level of the process only in the event the grievant is represented or the grievant themselves is a licensed attorney. In such cases, the College District will provide at least two days' notice to the employee if it intends to have legal counsel present at a conference.

Consolidating Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the College District may consolidate the complaints.

Time Limits~~ and Cost~~

All time limits shall be strictly complied with, unless extended by mutual written consent signed by both parties or by extenuating circumstances that are properly documented with the OHR and shared with both parties.

Costs Incurred

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

Record

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

Remand

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

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

Other Grievance Provisions

Employees who have identical grievances and who seek the same remedy may jointly file a group grievance. A group grievance must be signed by all of the employees in a group and be presented by a representative of the group. The grievance must identify the person acting as the representative of the group. The group representative may be one of the employees in the group or some other person or entity chosen by the group. Any communications regarding the grievance between the College District and the employee group and any decision regarding disposition of the grievance shall be made through the group representative only.

Nothing in this policy shall be construed to prevent the College District from addressing employee conduct that violates College District policies, procedures, or standards of conduct.

Malicious, false, or frivolous complaints are a violation of the College District's standards of conduct and may be cause for corrective action.

Any supervisor or management official with responsibility for hearing a grievance at Level One, Level Two, or Level Three who knowingly fails to conduct a conference with the grievant within the time period prescribed by this policy may be subject to disciplinary action up to and including termination.

Investigation

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

Audio Recording

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

Grievance Process

Level One

The Level One supervisor shall be the lowest level supervisor or designee in the employee's chain of command with the authority to remedy the alleged problem. If that supervisor is the vice president in the employee's chain of command or the College President, the grievance procedure shall begin at Level Two or Level Three, as appropriate.

The Level One procedure is as follows:

1. Upon receipt of the grievance, the OHR shall review the submission and may request clarification from the employee, if necessary. Once the OHR has completed its review, the grievance shall be forwarded to the immediate supervisor, who shall ~~investigate as needed and~~ schedule a conference with the employee within 15 business days of receiving the grievance from the OHR.

2. The supervisor may set reasonable time limits for the conference. The supervisor may issue a decision on the basis of the written complaint in instances where an employee is unwilling to conference with the Level One supervisor.

3. Absent extenuating circumstances, the supervisor shall provide the employee a written response within 20 business days following the conference stating whether the grievance is being granted or not. If the grievance is being granted, the supervisor will inform the employee whether the relief requested is being granted either in whole or in part or whether an alternate form of relief is being offered. In reaching a decision, the supervisor may consider information provided at the grievance conference and any other relevant documents or information the supervisor believes will help resolve the grievance.

4. The supervisor shall forward to the OHR or designee:
   a. All documents submitted by the employee at Level One, if applicable;
   b. The written response issued at Level One, if any, and any attachments; and
   c. All other documents relied upon by the Level One supervisor in reaching the Level One decision.

Level Two

If the employee did not receive the relief requested at Level One or if the time for a response from the Level One supervisor has expired, the employee may request a conference with the vice president or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the College District, within 10 business days of the date of the written Level One response or, if no response was received, within 15 business days of the Level One response deadline.

After receiving notice of the appeal, the Level One supervisor shall forward to the Level Two administrator:

1. The original complaint form and any attachments;
2. All other documents submitted by the employee at Level One;

3. The written response issued at Level One, if any, and any attachments; and
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Level Two administrator may schedule a conference within 15 business days after the appeal notice is filed. The conference shall be limited to the issues and documents ~~presented by the employee~~considered at Level One and identified in the Level Two appeal notice. At the conference, the employee may provide information concerning any documents or information made part of the Level One conference. The Level Two administrator may set reasonable time limits for the conference.

The Level Two administrator shall provide the employee a written response within 20 business days following the conference or 20 business days after the appeal notice is received. In reaching a decision, the Level Two administrator may consider information provided at the Level One conference, information provided at the Level Two conference, and any other relevant documents or information the Level Two administrator believes will help resolve the complaint. ~~The employee complaint decision of the vice president is final and not appealable under this policy.~~

Level Three

~~A complaint concerning the proposed termination of an at-will employee may be presented to the College President if the employee has alleged retaliation, harassment, or discrimination in the complaint.~~

If the complaint is not resolved to the employee's satisfaction at Level Two, and~~or~~ if the employee's supervisor is a vice president or the employee's respective department does not have a vice president~~ and the complaint is not resolved to the employee's satisfaction at Level One~~, the employee may present the complaint to the College President.

The complaint shall be submitted to the College President not later than 10 business days from the date of the decision at Level Two. The employee shall provide a clear and concise statement detailing the reason(s) why the Level Two decision was not acceptable to the employee.

The College President may consult with the executive director of human resources or designee and shall, not later than 20 business days following receipt of the complaint, issue a written decision, which shall be mailed and/or emailed to the employee. The decision of the College President may grant or deny the remedy being requested by the employee, or offer an alternative resolution. ~~The employee complaint decision of the College President is final and not appealable under this policy.~~

Public Comment to the Board

~~Nothing in this policy precludes an~~ If the employee ~~who~~did not receive the relief requested at Level Three or if the time for a response has ~~exhausted the procedures in this policy from addressing~~expired, the employee may appeal the decision to the Board ~~of Trustees~~ at ~~the next~~a regular public meeting in accordance with the provision for hearing citizens. The Board is not required to take any action concerning a grievance but will listen to the employee's concerns. [See BDB]

~~**Proposed Termination of an At-Will Employee**~~

~~An at-will employee who is proposed for termination may file a complaint concerning the proposed termination directly with the College President, bypassing Level One and Level Two (vice president), if the employee's complaint alleges that the proposed termination constitutes retaliation, harassment, or discrimination. A complaint concerning the proposed termination of an at-will employee may be presented to the College President within three working days from the date the employee was informed of the proposed termination. The decision of the College President is final and not appealable under this policy.~~

~~**Retaliation**~~

~~Neither the Board nor any College District employee shall retaliate against an employee for bringing a concern or complaint.~~

~~The College District prohibits retaliation against an employee who files a complaint or grievance under this policy, serves as a witness, or otherwise participates in an investigation. The provisions of the policy do not extend into a due process procedure.~~

~~The policy is an internal procedure designed to provide employees with the opportunity to address complaints.~~

~~Other Grievance Provisions~~

~~The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor is it intended to create constitutional due process rights or to require a full evidentiary hearing or "mini-trial" at any level.~~

~~Employees who have identical grievances and who seek the same remedy may jointly file a group grievance. A group grievance must be signed by all of the employees in a group and be presented by a representative of the group. The grievance must identify the person acting as the representative of the group. The group representative may be one of the employees in the group or some other person or entity chosen by the group. Any communications regarding the grievance between the College District and the employee~~

~~group and any decision regarding disposition of the grievance shall be made through the group representative only.~~

~~Nothing in this policy shall be construed to prevent the College District from addressing employee conduct that violates College District policies, procedures, or standards of conduct.~~

~~Malicious, false, or frivolous complaints are a violation of the College District's standards of conduct and may be cause for corrective action.~~

~~Any supervisor or management official with responsibility for hearing a grievance at Level One, Level Two, or Level Three who knowingly fails to conduct a conference with the grievant within the time period prescribed by this policy may be subject to disciplinary action up to and including termination.~~

Employee Grievances

College District employees have the right to present grievances concerning their wages, hours of employment, or conditions of work, either individually or through a representative. Employees can seek to redress a grievance by filing a complaint in accordance with this policy.

Guiding Principles

Informal Process

The Board encourages employees to discuss their concerns with the employees' chain of command, starting with the employees' immediate supervisor, who has the authority to address the concerns. Chain of command is defined as an employee's immediate supervisor and each successive level of leadership up the administrative hierarchy (e.g., manager, director, chair, dean, vice president).

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

Even after initiating the formal grievance process, the College District encourages employees to seek informal resolution of concerns. An employee whose concerns are resolved may withdraw a formal grievance at any time. Informal resolution should not extend any deadlines in this policy, except by mutual written consent.

Informal resolution does not require the completion of an employee complaint form nor submission to human resources (HR).

Definition

A complaint or grievance is defined as an unresolved issue concerning an employee's wages, hours of employment, unlawful dismissal/contract termination, or conditions of work.

In this policy, the terms "complaint" and "grievance" shall have the same meaning.

Notification of Rights

The College District shall inform employees of this policy through appropriate College District publications.

The processes described in this policy shall not create new or additional rights beyond those granted by law or other Board policies.

Whistleblower Complaints

Employees shall file whistleblower complaints within the time specified by law. Such complaints shall first be filed in accordance with initiating grievances at Level Two, below. Timelines for the employee and the College District set out in this policy may be shortened to allow the College President to make a final decision within 60 days of the initiation of the complaint. [See DG(LEGAL)]

Complaints Against College President or Board Member

Complaints alleging a violation of law or policy by the College President or a Board member may be made to the Board Chair, or to the vice chair if the complaint is against the Board Chair.

The Chair or vice chair will undertake a process to resolve the complaint and share the complaint with the rest of the Board within 72 hours. The Chair or vice chair may use College District attorneys to share the complaint with the rest of the Board and determine whether or not a special meeting needs to be called.

The Chair or vice chair may initiate an independent investigation of a written complaint after receiving approval from a majority of the Board. Upon approval, the Chair or vice chair shall consult with Board counsel and then name an independent third party approved by the Board to investigate the complaint within the parameters set by the Board. Further, the Chair or vice chair shall provide regular updates to the Board through the named investigator.

If the investigation finds that a Board member has violated a law or College District policy, the Board can reprimand or censure the Board member or apply any other sanction available under Texas law. If the investigation finds that the College President has violated a law or College District policy, the Board can take appropriate disciplinary action, up to and including termination of employment.

Other Complaint Processes

Employees shall file complaints according to the procedures established by the College President, in accordance with Board policies, except as required by law. For complaints protected by law within this policy, employees shall file according to the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA(LOCAL) after the relevant complaint process:

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability). [See DIAA and DIAB]
2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violations of Title VII. [See DIAA and DIAB]
3. Complaints concerning retaliation relating to discrimination and harassment. [See DIAA and DIAB]
4. Complaints concerning a commissioned peace officer who is an employee of the College District. [See CGF]
5. Complaints concerning an employment preference for former foster children. [See DC]
6. Complaints arising from the dismissal of term contract faculty members. [See DMAA]

7. Complaints concerning the nonrenewal or termination of term contract faculty members. [See DMAB]

General Provisions

Filing

Employees shall file grievances and appeals in writing with the office of human resources (OHR). While the College District provides an appropriate form in electronic format, employees may also submit written documents or emails as attachments to support their filing via email or hand deliver the form to the OHR.

The employee complaint form must include the following information:

1. A clear explanation of the employee's specific concern;
2. A description of how the employee's employment has been affected; and
3. A description of the relief the employee is seeking.

An employee shall file a grievance within 10 business days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the grievance.

Employees may file complaints and supporting documentation electronically via the College District's complaint submission webpage. Electronic filings shall be timely if the OHR receives the filing by the close of business on the deadline, as indicated by the date/time shown on the electronic communication.

The employee shall attach copies of any documents that support the grievance to the complaint form. If the employee does not have copies, the employee may present the original documents at the Level One conference. After the Level One conference, the employee may not submit new documents unless the employee did not know the documents existed before the Level One conference.

The College District may dismiss any grievance form that an employee submits as incomplete in any material aspect. The employee may refile the grievance with all the required information if the refiling is within five business days of the dismissal.

Scheduling Conferences

The College District shall make reasonable attempts, including no fewer than three, to schedule conferences at a mutually agreeable time. If the employee fails to appear at a scheduled conference, the College District may hold the conference and issue a decision in the employee's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the employee. Responses may be hand-delivered, sent by electronic communication to the employee's email address of record, or sent by U.S. Mail to the employee's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean College District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one." A College District business day is defined as a day that the College District at large is open and conducting business.

Representative

"Representative" means any person or an organization that is designated by the employee to represent him or her in the complaint process.

The employee may designate a representative through written notice at any level of this process. If the employee provides less than two days' notice to the College District before a scheduled conference, the College District may reschedule the conference to a later date, if desired, to allow time to consult with its counsel.

The College District may be represented by counsel at any level of the process only in the event the grievant is represented or the grievant themselves is a licensed attorney. In such cases, the College District will provide at least two days' notice to the employee if it intends to have legal counsel present at a conference.

Consolidating Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the College District may consolidate the complaints.

Time Limits and Cost

All time limits shall be strictly complied with, unless extended by mutual written consent signed by both parties or by extenuating circumstances that are properly documented with the OHR and shared with both parties.

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

Grievance Process

Level One

The Level One supervisor shall be the lowest level supervisor or designee in the employee's chain of command with the authority to remedy the alleged problem. If that supervisor is the vice president in the employee's chain of command or the College President, the grievance procedure shall begin at Level Two or Level Three, as appropriate.

The Level One procedure is as follows:

1. Upon receipt of the grievance, the OHR shall review the submission and may request clarification from the employee, if necessary. Once the OHR has completed its review, the grievance shall be forwarded to the immediate supervisor, who shall investigate as needed and schedule a conference with the employee within 15 business days of receiving the grievance from the OHR.
2. The supervisor may set reasonable time limits for the conference. The supervisor may issue a decision on the basis of the written complaint in instances where an employee is unwilling to conference with the Level One supervisor.
3. Absent extenuating circumstances, the supervisor shall provide the employee a written response within 20 business days following the conference stating whether the grievance is being granted or not. If the grievance is being granted, the supervisor will inform the employee whether the relief requested is being granted either in whole or in part or whether an alternate form of relief is being offered. In reaching a decision, the supervisor may consider information provided at the grievance conference and any other relevant documents or information the supervisor believes will help resolve the grievance.
4. The supervisor shall forward to the OHR or designee:
   a. All documents submitted by the employee at Level One, if applicable;
   b. The written response issued at Level One, if any, and any attachments; and
   c. All other documents relied upon by the Level One supervisor in reaching the Level One decision.

Level Two

If the employee did not receive the relief requested at Level One or if the time for a response from the Level One supervisor has expired, the employee may request a conference with the vice president or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the College District, within 10 business days of the date of the written Level One response or, if no response was received, within 15 business days of the Level One response deadline.

After receiving notice of the appeal, the Level One supervisor shall forward to the Level Two administrator:

1. The original complaint form and any attachments;

2. All other documents submitted by the employee at Level One;
3. The written response issued at Level One, if any, and any attachments; and
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Level Two administrator may schedule a conference within 15 business days after the appeal notice is filed. The conference shall be limited to the issues and documents presented by the employee at Level One and identified in the Level Two appeal notice. At the conference, the employee may provide information concerning any documents or information made part of the Level One conference. The Level Two administrator may set reasonable time limits for the conference.

The Level Two administrator shall provide the employee a written response within 20 business days following the conference or 20 business days after the appeal notice is received. In reaching a decision, the Level Two administrator may consider information provided at the Level One conference, information provided at the Level Two conference, and any other relevant documents or information the Level Two administrator believes will help resolve the complaint. The employee complaint decision of the vice president is final and not appealable under this policy.

Level Three

A complaint concerning the proposed termination of an at-will employee may be presented to the College President if the employee has alleged retaliation, harassment, or discrimination in the complaint.

If the complaint is not resolved to the employee's satisfaction at Level Two, and if the employee's supervisor is a vice president or the employee's respective department does not have a vice president, the employee may present the complaint to the College President.

The complaint shall be submitted to the College President not later than 10 business days from the date of the decision at Level Two. The employee shall provide a clear and concise statement detailing the reason(s) why the Level Two decision was not acceptable to the employee.

The College President may consult with the executive director of human resources or designee and shall, not later than 20 business days following receipt of the complaint, issue a written decision, which shall be mailed and/or emailed to the employee. The decision of the College President may grant or deny the remedy being requested by the employee, or offer an alternative resolution. The employee complaint decision of the College President is final and not appealable under this policy.

Public Comment to the Board

Nothing in this policy precludes an employee who has exhausted the procedures in this policy from addressing the Board of Trustees at the next regular public meeting in accordance with the provision for hearing citizens. The Board is not required to take any action concerning a grievance but will listen to the employee's concerns. [See BDB]

Proposed Termination of an At-Will Employee

An at-will employee who is proposed for termination may file a complaint concerning the proposed termination directly with the College President, bypassing Level One and Level Two (vice president), if the employee's complaint alleges that the proposed termination constitutes retaliation, harassment, or discrimination. A complaint concerning the proposed termination of an at-will employee may be presented to the College President within three working days from the date the employee was informed of the proposed termination. The decision of the College President is final and not appealable under this policy.

Retaliation

Neither the Board nor any College District employee shall retaliate against an employee for bringing a concern or complaint.

The College District prohibits retaliation against an employee who files a complaint or grievance under this policy, serves as a witness, or otherwise participates in an investigation. The provisions of the policy do not extend into a due process procedure.

The policy is an internal procedure designed to provide employees with the opportunity to address complaints.

Other Grievance Provisions

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor is it intended to create constitutional due process rights or to require a full evidentiary hearing or "mini-trial" at any level.

Employees who have identical grievances and who seek the same remedy may jointly file a group grievance. A group grievance must be signed by all of the employees in a group and be presented by a representative of the group. The grievance must identify the person acting as the representative of the group. The group representative may be one of the employees in the group or some other person or entity chosen by the group. Any communications regarding the grievance between the College District and the employee group and any decision regarding disposition of the grievance shall be made through the group representative only.

Nothing in this policy shall be construed to prevent the College District from addressing employee conduct that violates College District policies, procedures, or standards of conduct.

Malicious, false, or frivolous complaints are a violation of the College District's standards of conduct and may be cause for corrective action.

Any supervisor or management official with responsibility for hearing a grievance at Level One, Level Two, or Level Three who knowingly fails to conduct a conference with the grievant within the time period prescribed by this policy may be subject to disciplinary action up to and including termination.

Employee Grievances

College District employees have the right to present grievances concerning their wages, hours of employment, or conditions of work, either individually or through a representative. Employees can seek to redress a grievance by filing a complaint in accordance with this policy.

Definition

A complaint or grievance is defined as an unresolved issue concerning an employee's wages, hours of employment, unlawful dismissal/contract termination, or conditions of work.

In this policy, the terms "complaint" and "grievance" shall have the same meaning.

Other Complaint Processes

Employees shall file complaints according to the procedures established by the College President, in accordance with Board policies, except as required by law. For complaints protected by law within this policy, employees shall file according to the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA(LOCAL) after the relevant complaint process:

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability). [See DIAA and DIAB]
2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violations of Title VII. [See DIAA and DIAB]
3. Complaints concerning retaliation relating to discrimination and harassment. [See DIAA and DIAB]
4. Complaints concerning a commissioned peace officer who is an employee of the College District. [See CGF]
5. Complaints concerning an employment preference for former foster children. [See DC]
6. Complaints arising from the dismissal of term contract faculty members. [See DMAA]
7. Complaints concerning the nonrenewal or termination of term contract faculty members. [See DMAB]

Notification of Rights

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

Informal Process

The Board encourages employees to discuss their concerns with the employee's chain of command, starting with the employee's immediate supervisor, who has the authority to address the concerns.

Chain of command is defined as an employee's immediate supervisor, and each successive level of leadership up the administrative hierarchy (e.g. manager, director, chair, dean, vice president).

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

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

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

Formal Process

An employee may initiate the formal process described below by filing a written complaint form within 15 business days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor is it intended to create constitutional due process rights or to require a full evidentiary hearing or "mini-trial" at any level.

Option to Continue Informal Process

Even after initiating the formal grievance process, the College District encourages employees to seek informal resolution of concerns. An employee whose concerns are resolved may withdraw a formal grievance at any time.

Retaliation

Neither the Board nor any College District employee shall retaliate against an employee for bringing a concern or complaint.

The College District prohibits retaliation against an employee who files a complaint or grievance under this policy, serves as a witness, or otherwise participates in an investigation. The provisions of the policy do not extend into a due process procedure.

The policy is an internal procedure designed to provide employees with the opportunity to address complaints.

Whistleblower Complaints

Employees shall file whistleblower complaints within the time specified by law. Such complaints shall first be filed in accordance with initiating grievances at Level Two, below. Timelines for the employee and the College District set out in this policy may be shortened to allow the College President to make a final decision within 60 days of the initiation of the complaint. [See DG(LEGAL)]

Complaints Against Supervisors

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

Complaints Against College President or Board Member

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

Complaints alleging a violation of law or policy by the College President or a Board member may be made to the Board Chair, or to the Vice Chair if the complaint is against the Board Chair.

The Chair or Vice Chair will undertake a process to resolve the complaint and share the complaint with the rest of the Board within 72 hours. The Chair or Vice Chair may use college attorneys to share the complaint with the rest of the Board and determine whether or not a special meeting needs to be called.

The Chair or Vice Chair may initiate an independent investigation of a written complaint after receiving approval from a majority of the Board. Upon approval, the Chair or Vice Chair may consult with Board counsel, and then name an independent third party approved by the Board to investigate the complaint within the parameters set by the Board. Further, the Chair or Vice Chair shall provide regular updates to the Board through the named investigator.

If the investigation finds that a Board member has violated a law or College District policy, the Board can reprimand or censure the Board member, or apply any other sanction available under Texas law. If the investigation finds that the College President has violated a law or College District policy, the Board can take appropriate disciplinary action, up to and including termination of employment.

Proposed Termination of an At-Will Employee

An at-will employee who is proposed for termination may file a complaint concerning the proposed termination directly with the College President, bypassing Level One and Level Two (vice president), if the employee's complaint alleges that the proposed termination constitutes retaliation, harassment, or discrimination. A complaint concerning the proposed termination of an at-will employee may be presented to the College President within three working days from the date the employee was informed of the proposed termination.

General Provisions

Filing

Employees shall file grievances and appeals in writing with the Office of Human Resources (OHR). While the College District provides an appropriate form in electronic format, employees may also submit written documents or emails as attachments to support their filing via email or hand deliver the form to the OHR.

Complaint and Appeal Forms

The employee complaint form must include the following information:

1. A clear explanation of the employee's specific concern;
2. A description of how the employee's employment has been affected; and
3. A description of the relief the employee is seeking.

Employees may file complaints and supporting documentation electronically via the College District's complaint submission webpage. Electronic filings shall be timely if the OHR receives the filing by the close of business on the deadline, as indicated by the date/time shown on the electronic communication.

The employee shall attach copies of any documents that support the grievance to the complaint form. If the employee does not have copies, the employee may present the original documents at the Level One conference. After the Level One conference, the employee may not submit new documents unless the employee did not know the documents existed before the Level One conference.

The College District may dismiss any grievance form that an employee submits as incomplete in any material aspect. The employee may refile the grievance with all the required information if the refiling is within five business days of the dismissal.

Scheduling Conferences

The College District shall make reasonable attempts, including no fewer than three, to schedule conferences at a mutually agreeable time. If the employee fails to appear at a scheduled conference, the College District may hold the conference and issue a decision in the employee's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the employee. Responses may be hand-delivered, sent by electronic communication to the employee's email address of record, or sent by U.S. Mail to the employee's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean College District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one." A College District business day is defined as a day that the College District at large is open and conducting business.

Representative

"Representative" shall mean any person or an organization that is designated by the employee to represent the employee in the complaint process.

The employee may designate a representative through written notice at any level of this process. If the employee provides less than two days' notice to the College District before a scheduled conference, the College District may reschedule the conference to a later date, if desired, to allow time to consult with its counsel.

The College District may be represented by counsel at any level of the process only in the event the grievant is represented or the grievant themselves is a licensed attorney. In such cases, the College District will provide at least two days' notice to the employee if it intends to have legal counsel present at a conference.

Consolidating Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the College District may consolidate the complaints.

Time Limits

All time limits shall be strictly complied with, unless extended by mutual written consent signed by both parties or by extenuating circumstances that are properly documented with the OHR and shared with both parties.

Costs Incurred

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

Record

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

Remand

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

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

Other Grievance Provisions

Employees who have identical grievances and who seek the same remedy may jointly file a group grievance. A group grievance must be signed by all of the employees in a group and be presented by a representative of the group. The grievance must identify the person acting as the representative of the group. The group representative may be one of the employees in the group or some other person or entity chosen by the group. Any communications regarding the grievance between the College District and the employee group and any decision regarding disposition of the grievance shall be made through the group representative only.

Nothing in this policy shall be construed to prevent the College District from addressing employee conduct that violates College District policies, procedures, or standards of conduct.

Malicious, false, or frivolous complaints are a violation of the College District's standards of conduct and may be cause for corrective action.

Any supervisor or management official with responsibility for hearing a grievance at Level One, Level Two, or Level Three who knowingly fails to conduct a conference with the grievant within the time period prescribed by this policy may be subject to disciplinary action up to and including termination.

Investigation

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

Audio Recording

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

Grievance Process

Level One

The Level One supervisor shall be the lowest level supervisor or designee in the employee's chain of command with the authority to remedy the alleged problem. If that supervisor is the vice president in the employee's chain of command or the College President, the grievance procedure shall begin at Level Two or Level Three, as appropriate.

The Level One procedure is as follows:

1. Upon receipt of the grievance, the OHR shall review the submission and may request clarification from the employee, if necessary. Once the OHR has completed its review, the grievance shall be forwarded to the immediate supervisor, who shall schedule a conference with the employee within 15 business days of receiving the grievance from the OHR.
2. The supervisor may set reasonable time limits for the conference. The supervisor may issue a decision on the basis of the

written complaint in instances where an employee is unwilling to conference with the Level One supervisor.

3. Absent extenuating circumstances, the supervisor shall provide the employee a written response within 20 business days following the conference stating whether the grievance is being granted or not. If the grievance is being granted, the supervisor will inform the employee whether the relief requested is being granted either in whole or in part or whether an alternate form of relief is being offered. In reaching a decision, the supervisor may consider information provided at the grievance conference and any other relevant documents or information the supervisor believes will help resolve the grievance.
4. The supervisor shall forward to the OHR or designee:
    a. All documents submitted by the employee at Level One, if applicable;
    b. The written response issued at Level One, if any, and any attachments; and
    c. All other documents relied upon by the Level One supervisor in reaching the Level One decision.

Level Two

If the employee did not receive the relief requested at Level One or if the time for a response from the Level One supervisor has expired, the employee may request a conference with the vice president or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the College District, within 10 business days of the date of the written Level One response or, if no response was received, within 15 business days of the Level One response deadline.

After receiving notice of the appeal, the Level One supervisor shall forward to the Level Two administrator:

1. The original complaint form and any attachments;
2. All other documents submitted by the employee at Level One;
3. The written response issued at Level One, if any, and any attachments; and
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Level Two administrator may schedule a conference within 15 business days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One and identified in the Level Two appeal notice. At the conference, the employee may provide information concerning any documents or information made part of the Level One conference. The Level Two administrator may set reasonable time limits for the conference.

The Level Two administrator shall provide the employee a written response within 20 business days following the conference or 20 business days after the appeal notice is received. In reaching a decision, the Level Two administrator may consider information provided at the Level One conference, information provided at the Level Two conference, and any other relevant documents or information the Level Two administrator believes will help resolve the complaint.

Level Three

If the complaint is not resolved to the employee's satisfaction at Level Two, and if the employee's supervisor is a vice president or the employee's respective department does not have a vice president, the employee may present the complaint to the College President.

The complaint shall be submitted to the College President not later than 10 business days from the date of the decision at Level Two. The employee shall provide a clear and concise statement detailing the reason(s) why the Level Two decision was not acceptable to the employee.

The College President may consult with the executive director of human resources or designee and shall, not later than 20 business days following receipt of the complaint, issue a written decision, which shall be mailed and/or emailed to the employee. The decision of the College President may grant or deny the remedy being requested by the employee, or offer an alternative resolution.

Public Comment to the Board

If the employee did not receive the relief requested at Level Three or if the time for a response has expired, the employee may appeal the decision to the Board at a regular public meeting in accordance with the provision for hearing citizens. The Board is not required to take any action concerning a grievance but will listen to the employee's concerns. [See BDB]

Core Curriculum

The College District is responsible for the development of its core curriculum, subject to the approval of the College President and the Board.

General Education Curriculum Review

“General education curriculum” means a core curriculum and any other curriculum or competency all undergraduate students of the College District are required to complete before receiving an undergraduate degree.

Comprehensive Review

The Board shall comprehensively review the College District’s general education curriculum every five years but may review it more frequently at the Board’s discretion. The Board shall consider the potential costs the curriculum may impose on students and ensure courses in the curriculum:

1. Are foundational and fundamental to a sound postsecondary education;
2. Are necessary to prepare students for civic and professional life;
3. Equip students for participation in the workforce and in the betterment of society;
4. Ensure a breadth of knowledge in compliance with applicable accreditation standards; and
5. Meet any other relevant criteria, as determined by the Board.

Review of Curriculum Changes

The College President or designee shall annually submit an update regarding any changes to the College District’s general education curriculum to the Board 45 days before submitting changes to the Coordinating Board, or July 15, whichever is earlier. The Board may overturn any decision regarding changes to the general education curriculum.

Advisory Committee

The Board may appoint a committee to assist in its review of the general education curriculum. Members of the committee may include full-time faculty, College District administrators, community leaders, industry representatives, and other individuals selected by the Board.

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

Purpose To review proposed updates to the local policies listed in Appendix A to align with the Texas Association of School Boards (TASB) policy manual.

Justification TASB issues numbered updates semiannually to the College. The number updates respond to changes to state and federal law, court cases, and decisions by the attorney general, and may also contain suggested changes to an existing local policy or the development of a new local policy made by TASB.

Enclosed Documents Appendix A – List of Policies
Appendix B - Policies

Staff Resource Venisa Earhart, Board Relations Administrator
Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development
Christina Cavazos, Associate Dean for Curriculum, Planning and Compliance
Matthew Hebbard, Vice President for Student Affairs and Enrollment Management

Recommendation No action is required from the Board at this time. This item is presented as a First Reading to obtain feedback for staff, and will be scheduled for a Second Reading at the next Board meeting for Board action.

Appendix A

Item	Policy	Last Adopted Date	TASB Update	TASB and Other Explanatory Notes
Local Governance				
A.	BBC (Local) – Board Members: Vacancies and Removal from Office	New	51	The recommended local policy addresses the process for filling a board vacancy in a single-member district. Existing law requires the board to appoint an individual to fill the vacancy. The policy provides Appointment Procedures, including procedures addressing a Call for Applications, Review of Applications, and Selection of an applicant, and clarifies an appointed board member's Duration of Appointment.

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

Policy Modifications are reflected as follows:		
Additions: **blue font**	Deletions: ~~red font with a strikethrough.~~	Repositioned: • ~~Moved From~~ • Moved To

Appendix B

Policies follow in the packet.

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.

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.

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.

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.

Appendix A

List of Upcoming Architectural Projects follows in the packet.

Appendix B

Assignment of Projects - Architectural Services follows in the packet.

Appendix C

Fact Sheets follow in the packet.

Capital Improvement Project Description	Professional Services	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY 2029 Projected	FY 2026 to FY 2029 Total Project Cost
Regional Center for Public Safety Excellence						
Obstacle Course and Fitness Trail Design and construction of a obstacle course and exercise equipment for Cadet physical training activities	Architect	219,500				219,500
Total Regional Center for Public Safety Excellence		**$ 219,500**	**$**	**$**	**$**	**$ 219,500**

Renewal & Replacements Project Description	Professional Services	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY 2029 Projected	FY 2026 to FY 2029 Total Project Cost
Dr. Ramiro R. Casso Health Science Professions Campus						
East Building A West Side Window Waterproofing Repairs Provide proper waterproofing for windows on west side of HSP East Building A to prevent water infiltration.	Architect		$ 90,000	$		$ 90,000
Total Dr. Ramiro R. Casso Health Science Professions Campus		**$**	**$ 90,000**	**$**	**$**	**$ 90,000**

Projects Assignment for On-Call Architectural Services

Ranking	Firm	Project	Est. Budget
1	Gignac & Associates, LLP.	RCPSE Obstacle Course and Fitness Trail	$ 219,500.00
2	ERO Architects	Health Science Professions Campus East Building A West Side Window Waterproofing Repairs	$ 90,000.00

Selection Criteria	
1	Project Team
2	Related Projects
3	Past Experience with STC

Project Fact Sheet
6/2/2026

SOUTH TEXAS COLLEGE

Project Name:	Regional Center for Public Safety Excellence - Obstacle Course and Fitness Trail		**Project No.**	2026-010C
Funding Source(s):	Unexpended Plant Fund			

	Total Project Budget	FY 25-26 Project Budget	FY 25-26 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Total Actual Expenditures To Date
Construction:	$ 150,000.00	$ 150,000.00	$ -	$ 150,000.00	$ -
Design	15,000.00	15,000.00	-	15,000.00	-
Miscellaneous:	4,500.00	4,500.00		4,500.00	-
FFE:	50,000.00	50,000.00	-	50,000.00	-
Technology:	-	-	-	-	-
Total:	**$ 219,500.00**	**$ 219,500.00**	**$ -**	**$ 219,500.00**	$ -

Project Team

Approval to Solicit Architect/Engineer:	On Call
Architect/Engineer:	TBD
Contractor:	TBD
STC FPC Project Manager:	TBD

Board Status

Board Approval of Schematic Design	TBD	**Vendor**	**Contract Amount**	**Actual Expenditures**	**Variance**
		TBD	$ -	$ -	$ -
		TBD	$ -	$ -	$ -
Substantial Completion	TBD	**Board Acceptance**	TBD		
Final Completion	TBD	**Board Acceptance**	TBD		

Project Description

Provide an obstacle course and fitness trail for physical training activities.

Project Scope

Design and construction of a obstacle course and exercise equipment for Cadet physical training activities

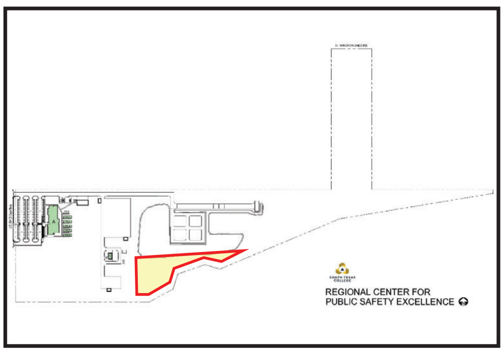
Projected Timeline

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
On Call	On Call	N/A	10/27/2026	11/30/2026	5/25/2027	7/27/2027	N/A

Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total
2026-27	-	-	-	-	-	$ -
Project Total	$ -	$ -	$ -	$ -	$ -	$ -

Current Agenda Item

06/09/2026 Facilities Committee Meeting: Review and Recommend Action on Assignment of Projects for On-Call Architectural Services



FPC Project Manager TBD

FPC Director Roberto Gomez

FPC Executive Director

SOUTH TEXAS COLLEGE

Project Fact Sheet
6/2/2026

Project Name:	Health Science Professions Campus East Building A West Side Window Waterproofing Repairs	**Project No.**	2026-025R
Funding Source(s):	Renewal and Replacement		

	Total Project Budget	FY 26-27 Project Budget	FY 26-27 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures				Total Actual Expenditures To Date
Construction:	$ 65,000.00	$ 65,000.00	$ -	$ 65,000.00				$ -
Design	15,000.00	15,000.00	-	15,000.00				$ -
Miscellaneous:	10,000.00	10,000.00	-	10,000.00				$ -
FFE:	-	-	-	-				
Technology:	-	-	-	-				
Total:	**$ 90,000.00**	**$ 90,000.00**	**$ -**	**$ 90,000.00**	**$ -**	**$ -**	**$ -**	**$ -**
Construction:								
Design								
Miscellaneous:								
FFE:	-							
Technology:	-							
Total:		**$ -**	**$ -**	**$ -**				**$ -**

Project Team

Approval to Solicit Architect/Engineer:	On Call
Architect/Engineer:	TBD
Contractor:	TBD
STC FPC Project Manager:	TBD

Board Status

Vendor	Contract Amount	Actual Expenditures	Variance
TBD	$ -	$ -	$ -

Board Approval of Schematic Design	N/A		
Substantial Completion	TBD	**Board Acceptance**	TBD
Final Completion	TBD	**Board Acceptance**	TBD

Project Description	Project Scope
East Building A West Side Window Waterproofing Repairs	Provide proper waterproofing for windows on west side of HSPC East Building A to prevent water infiltration

Projected Timeline

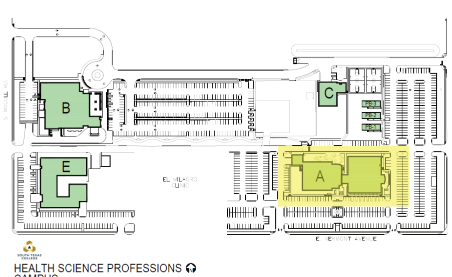
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
On Call	On Call	N/A	10/27/2026	11/30/2026	5/25/2027	7/27/2027	N/A

Project Calendar of Expenditures by Fiscal Year

Fiscal Year	Construction	Design	Miscellaneous	FFE	Technology	Project Total
2026-27	$ -	$ -	$ -	$ -	$ -	$ -
Project Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Current Agenda Item

06/9/2026 Facilities Committee Meeting: Review and Recommend Action on Assignment of Projects for On-Call Architectural Services



FPC Project Manager TBD

FPC Director Roberto Gomez

FPC Executive Director

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.

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 follow in the packet.

Appendix C

Substantial 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
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

Health Science Professions Campus East Building A
Community Pharmacy Lab Renovation

AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*	**CONTRACT INFORMATION:**	**CERTIFICATE INFORMATION:**
Nursing Allied Health Building A Radiology Pharmacy Renovation RFP#24-25-1071	Contract For: General Construction Date: Oct. 16, 2025	Certificate Number: 01 Date: June 2, 2026
OWNER: *(name and address)*	**ARCHITECT:** *(name and address)*	**CONTRACTOR:** *(name and address)*
South Texas College 3201 West Pecan Blvd. McAllen, Texas	Boultinghouse Simpson Gates Architects McAllen, Texas 78501	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	[signature]	John Gates, AIA NCARB, Project Architect	May 21, 2026
ARCHITECT *(Firm Name)*	**SIGNATURE**	**PRINTED NAME AND TITLE**	**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**

SOUTH TEXAS COLLEGE

Project Fact Sheet
6/2/2026

	Health Science Professions Formerly Nursing and Allied Health Campus - Renovation of Radiolc	**Project No.**	2023-003C
Funding Source(s):	Unexpended Construction Fund		

	FY 24-25 Total Project Budget	FY 24-25 Actual Expenditures	FY 24-25 Variance of Project Budget vs. Actual Expenditures	FY 25-26 Total Project Budget	FY 25-26 Actual Expenditures	FY 25-26 Variance of Project Budget vs. Actual Expenditures	Total Actual Expenditures To 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**	**$ 11,420.21**	**$ 150,219.79**	**$ 186,270.00**	**$ 114,271.20**	**$ 71,998.80**	**$ 125,691.41**

Project Team

Approval to Solicit :	9/24/2024
Architect/Engineer:	Boulthinghouse Simpson Gates Architects
Contractor:	CRC Development & Construction, LLC
STC FPC Project Manager:	Martin Villarreal

Board Status

Board Approval of Schematic Design 4/22/2026

Vendor	Contract Amount	Actual Expenditures	Variance
Boulthinghouse Simpson Gates Architects	$ 14,850.00	$ 13,113.70	$ 1,736.30
CRC Development & Construction, LLC	$ 132,660.00	$ 111,957.50	$ 20,702.50

Substantial Completion TBD — **Board Acceptance** TBD

Final Completion TBD — **Board Acceptance** TBD

Project Description

Renovation of existing Radiation Lab Room 103 to a multi purpose instructional skills lab for hands on training.

Project Scope

Renovation of existing Radiation Lab Room 103 to a multi purpose instructional skills lab for hands on training.

Projected Timeline

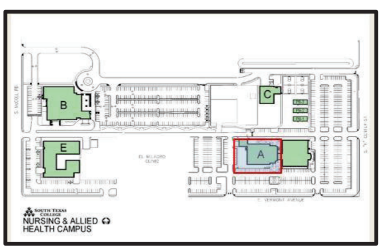
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
9/24/2024	11/26/2024	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

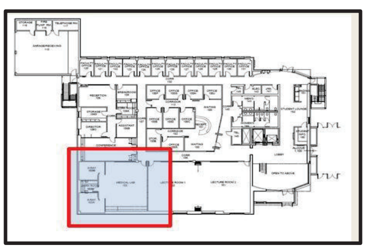
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total
2024-25	-	10,800.00	620.21	-	-	**$ 11,420.21**
2025-26	111,957.50	2,313.70	-	-	-	**$ 114,271.20**
Project Total	**$ 111,957.50**	**$ 13,113.70**	**$ 620.21**	**$ -**	**$ -**	**$ 125,691.41**

Current Agenda Item

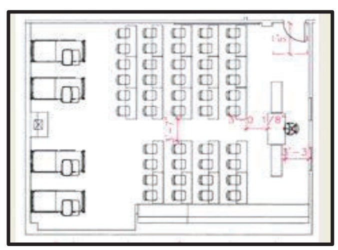
N/A

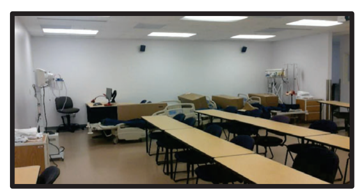


Nursing and Allied Health



Project Location





Existing Radiology

FPC Project Manager *Martin Villarreal*

FPC Director *Roberto Gomez*

FPC Executive Director

Project Fact Sheet
6/2/2026

Health Science Professions Formerly Nursing and Allied Health Campus - Community Pharmacy	**Project No.** 2025-005C
Funding Source(s):	Unexpended Construction Fund

	FY 24-25 Total Project Budget	FY 24-25 Actual Expenditures	FY 24-25 Variance of Project Budget vs. Actual Expenditures	FY 25-26 Total Project Budget	FY 25-26 Actual Expenditures	FY 25-26 Variance of Project Budget vs. Actual Expenditures	Total Actual Expenditures To Date
Construction:	$ 274,600.00	$ -	$ 274,600.00	$ 340,000.00	$ 111,957.50	$ 228,042.50	$ 111,957.50
Design	27,460.00	22,950.00	4,510.00	6,120.00	3,123.70	2,996.30	26,073.70
Miscellaneous:	6,865.00	620.19	6,244.81	6,104.00	-	6,104.00	620.19
FFE:	23,341.00	-	23,341.00	23,341.00	-	23,341.00	-
Technology:	23,341.00	-	23,341.00	23,341.00	-	23,341.00	-
Total:	**$ 355,607.00**	**$ 23,570.19**	**$ 332,036.81**	**$ 398,906.00**	**$ 115,081.20**	**$ 283,824.80**	**$ 138,651.39**

Project Team

Approval to Solicit : 9/24/2024

Architect/Engineer: Boultinghouse Simpson Gates Architects

Contractor: CRC Development & Construction, LLC

STC FPC Project Manager: Martin Villarreal

Board Status

Board Approval of Schematic Design 4/22/25

Vendor	Contract Amount	Actual Expenditures	Variance
Boultinghouse Simpson Gates Architects	$ 30,150.00	$ 26,073.70	$ 4,076.30
CRC Development & Construction, LLC	$ 132,660.00	$ 111,957.50	$ 20,702.50

Substantial Completion TBD — **Board Acceptance** TBD

Final Completion TBD — **Board Acceptance** TBD

Project Description

Renovation of existing Community Pharmacy Lab and Pharmacy Technology Lecture area in NAH A 2.206 & 2.208 to include 1 large Community Pharmacy Lab for 8 students, 1 instructor, and 1 lab assistant to work in community pharmacy simulation simultaneously.

Project Scope

Renovation of existing Community Pharmacy Lab and Pharmacy Technology Lecture area in NAH A 2.206 & 2.208 to include 1 large Community Pharmacy Lab for 8 students, 1 instructor, and 1 lab assistant to work in community pharmacy simulation simultaneously.

Projected Timeline

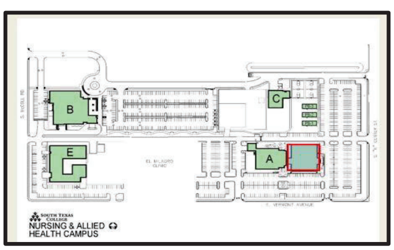
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
9/24/2024	11/26/2024	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

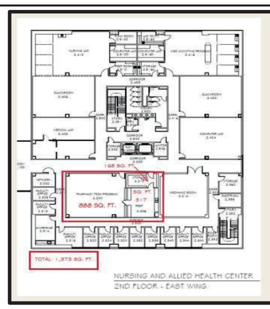
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total
2024-25	-	22,950.00	620.19	-	-	$ 23,570.19
2025-26	111,957.50	3,123.70	-	-	-	$ 115,081.20
Project Total	**$ 111,957.50**	**$ 26,073.70**	**$ 620.19**	**$ -**	**$ -**	**$ 138,651.39**

Current Agenda Item

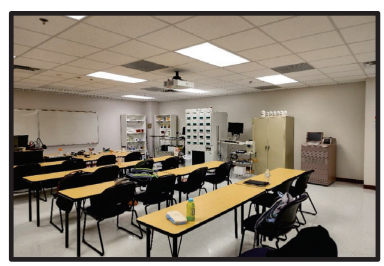
N/A



Nursing and Allied Health



Project Location



Existing Pharmacy

FPC Project Manager Martin Villarreal

FPC Director Roberto Gomez

FPC Executive Director

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

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

Appendix A

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

South Texas College
Unexpended Plant Fund - Capital Improvement Projects
FY26-27 Proposed Projects and Budget

No.	Project Name	Project Manager	Construction	Design	Misc.	F.F.E.	Tech.	FY26 Continued Projects	FY27 New Projects	FY27 Total Project Budget	20% Cost Escalation	FY27 Grand Total Project Budget
A. Pecan Campus												
1	**Library Bldg. F Space Renovation** Space Modifications of the existing Library Building F.	DV	$ 150,000	$ -	$ -	$ 85,000	$ 40,000	$ 275,000	$ -	$ 275,000	$ 55,000.00	$ 330,000
2	**Kinesiology and Wellness Center Building Q** Construct a new Kinesiology Building (Phase I) at the North side of the Pecan Campus.	MV	660,000	7,000	7,000	102,000	102,000	878,000	-	878,000	175,600	1,053,600
3	**Cooper Ctr. for Performing Arts Bldg. L** **Music, Dance Expansion and Percussion Renovation** Renovation and expansion of the existing Cooper Center for Performing Arts Building L.	MV	850,000	70,000	5,000	339,500	339,500	1,604,000	-	1,604,000	320,800	1,924,800
4	**Student Services Building K Cashier's Renovation** Renovation of advising, financial aid, and cashier areas.	DV	600,000	20,000	5,000	158,817	158,817	942,634	-	942,634	188,527	1,131,161
5	**Business and Science Building G Engineering Lab Renovation** Renovation existing classrooms and labs into two engineering labs.	DV	25,000	3,000	-	30,000	-	58,000	-	58,000	11,600	69,600
6	**Institutional Support Services Building N Expansion** Expand existing building for Business Office by 10,625 s.f.	MV	3,000,000	300,000	115,182	326,349	326,349	4,067,880	-	4,067,880	813,576	4,881,456
7	**Athletic Support Building R** Design and construction of a new 1,560 s.f. Athletic Field Facility	KN	700,000	45,000	25,000	25,000	15,000	810,000	-	810,000	162,000	972,000
8	**North Academic Humanities Building P Faculty and Staff Office Renovation** Relocate faculty and staff offices to two classrooms within Building P third floor.	O&M	50,000	-	5,000	-	-	-	55,000	55,000	11,000	66,000
9	**North Academic Humanities Building P VPFAS Expansion** Design and Construction for a 1,800 sq.f.t expansion for the Vice President of Finance and Administrative Services.	DV	-	20,520	1,000	-	-	-	21,520	21,520	4,304	25,824
10	**Student Services Bldg. K Office of Student Reengagement Office Relocation** Relocate the Office of Student Reengagement from K 2.200 to K2.402 in the space currently occupied by the Call Center. Expand K 2.402 to include K 2.116 (employee office) and K 2.401 (break room). Nine (9) offices and a lobby are required.	NEW CIP	62,000	24,103	2,170	-	-	-	88,273	88,273	17,655	105,928
	Pecan Campus Subtotal		**$ 6,097,000**	**$ 489,623**	**$ 165,352**	**$ 1,066,666**	**$ 981,666**	**$ 8,635,514**	**$ 164,793**	**$ 8,800,307**	**$ 1,760,061**	**$ 10,560,368**
B. Mid Valley Campus												
11	**Center for Learning Excellence Culinary Arts Kitchen** Renovation of A109 into an additional Culinary Arts kitchen to include ovens, sinks, proper drainage, exhaust, ventilation systems, a grease trap, washer/dryer units, prep tables, storage, and AV equipment. Carpet removal and installation of an additional door connecting to classroom A108 will also be required.	NEW CIP	$ 382,500	$ 38,250	$ 13,389	$ 32,513	$ 32,513	$ -	$ 499,165	$ 499,165	$ 99,833.00	$ 598,998
	Mid Valley Campus Subtotal		**$ 382,500**	**$ 38,250**	**$ 13,389**	**$ 32,513**	**$ 32,513**	**$ -**	**$ 499,165**	**$ 598,998**	**$ 698,831**	**$ 1,098,998**
C. Pecan West												
12	**Continuing Education and Testing Center Building A** Construct a new Continuing Education Building including the Testing Center at the Pecan Campus west property.	DV	$ 500,000	$ 10,000	$ 3,000	$ 50,000	$ 50,000	$ 613,000	$ -	$ 613,000	$ 122,600.00	$ 735,600
13	**Continuing Education and Testing Center Parking and Site Improvements** Construct a new site improvements at the Pecan Campus west property.	DV	270,000	8,000	5,000	-	-	283,000	-	283,000	56,600	339,600
	Pecan West Subtotal		**$ 770,000**	**$ 18,000**	**$ 8,000**	**$ 50,000**	**$ 50,000**	**$ 896,000**	**$ -**	**$ 896,000**	**$ 179,200**	**$ 1,075,200**

South Texas College
Unexpended Plant Fund - Capital Improvement Projects
FY26-27 Proposed Projects and Budget

No.	Project Name	Project Manager	Construction	Design	Misc.	F.F.E.	Tech.	FY26 Continued Projects	FY27 New Projects	FY27 Total Project Budget	20% Cost Escalation	FY27 Grand Total Project Budget
D. Pecan Plaza												
14	**Human Resources Building A Renovation** Modify interior spaces to create an open concept for visitors	KN	$ 1,400,000	$ 190,000	$ 60,000	$ 160,000	$ 160,000	$ 1,970,000	$ -	$ 1,970,000	$ 394,000.00	$ 2,364,000
15	**East Building B Renovation for Cosmetology and Police Department** Renovation for a new Cosmetology program and Department of public Safety Expansion	KN	5,146,050	446,991	128,652	437,414	437,414	6,596,521	-	6,596,521	1,319,304	7,915,825
16	**West Building C Folklorico Renovation** Renovation of 2,500 sq.ft. in the existing West Building C for Folklorico program.	KN	811,300	76,000	40,000	98,515	98,515	1,124,330	-	1,124,330	224,866	1,349,196
	Pecan Plaza Subtotal		**$ 7,357,350**	**$ 712,991**	**$ 228,652**	**$ 695,929**	**$ 695,929**	**$ 9,690,851**	**$ -**	**$ 9,690,851**	**$ 1,938,170**	**$ 11,629,021**
E. Technology Campus												
17	**Truck Driving Range Canopy** Design and construction of a new canopy for students.	MV	$ 200,000	$ 20,000	$ 7,000	$ -	$ -	$ -	$ 227,000	$ 227,000	$ 45,400.00	$ 272,400
18	**Advanced Technical Careers Building B Automotive Lab Exhaust System** Provide exhaust system to remove fumes from vehicles for automotive labs inside of Advanced Technical Careers Building B.	MV	180,000	18,000	6,500	-	-	204,500	-	204,500	40,900	245,400
	Technology Campus Subtotal		**$ 380,000**	**$ 38,000**	**$ 13,500**	**$ -**	**$ -**	**$ 204,500**	**$ 227,000**	**$ 431,500**	**$ 86,300**	**$ 517,800**
F. Dr. Ramiro R Casso Health Science Professions Campus												
19	**HSP East Building A Renovation of Radiology Lab to Multipurpose Skills Lab** Renovate existing Radiology lab inside HSP East Building A to a Multipurpose Skills Lab for instruction.	MV	$ -	$ -	$ -	$ 12,000	$ -	$ 12,000	$ -	$ 12,000	$ 2,400	$ 14,400
20	**HSP East Building A Community Pharmacy Lab** Design and renovation the Community Pharmacy Lab on 3rd floor to meet ASHP/ACPE standards for accreditation.	MV	-	-	-	5,000	-	5,000	-	5,000	1,000	6,000
21	**Health Science Professions and Conference Center Building E** Design, renovation, and expansion of the existing facility to accommodate various departments	DV	$ 850,000	$ 50,000	$ 25,000	$ 650,000	$ 277,000	1,852,000	-	$ 1,852,000	$ 370,400.00	$ 2,222,400
	Dr. Ramiro R. Casso Health Science Professions Campus Subtotal		**$ 850,000**	**$ 50,000**	**$ 25,000**	**$ 667,000**	**$ 277,000**	**$ 1,869,000**	**$ -**	**$ 1,869,000**	**$ 373,800**	**$ 2,242,800**
G. Starr County Campus												
22	**Physical Plant Building P Additional Pole Lights** Design and construction of additional lighting surrounding Physical Plant.	MV	$ 45,000	$ 8,000	$ 20,000	$ -	$ -	$ -	$ 73,000	$ 73,000	$ 14,600	$ 87,600
23	**Exterior Solar Panels Structures** Construction of two free-standing structures to be used for instructional purposes on the west side of the Workforce Development Building D.	MV	256,250	20,000	15,000	25,000	25,000	341,250		341,250	68,250	409,500
	Starr County Campus Subtotal		**$ 301,250**	**$ 28,000**	**$ 35,000**	**$ 25,000**	**$ 25,000**	**$ 341,250**	**$ 73,000**	**$ 414,250**	**$ 82,850**	**$ 497,100**

No.	Project Name	Project Manager	Construction	Design	Misc.	F.F.E.	Tech.	FY26 Continued Projects	FY27 New Projects	FY27 Total Project Budget	20% Cost Escalation	FY27 Grand Total Project Budget
H. Regional Center for Public Safety Excellence												
24	**F.L.A.G. Training Area Gas Supply Line** Extension of the existing propane tank gas line to the F.L.A.G. Training Area.	DV	$ 14,000	$ 5,000	$ 5,000	$ -	$ -	$ 24,000	$ -	$ 24,000	$ 4,800	$ 28,800
25	**Emergency Response Support Facility** Design and construction of a new 5,000 s.f. metal storage facility to centralize and protect Fire, Law Enforcement, and Public Safety equipment.	DV	160,000	16,000	5,600	-	-	-	181,600	181,600	36,320	217,920
26	**Obstacle Course and Fitness Trail** Design and construction of a obstacle course and exercise equipment for Cadet physical training activities	DV	150,000	15,000	4,500	50,000	-	-	219,500	219,500	43,900	263,400
27	**RCPSE Classroom and Learning Support Services Building B Phase I** Design and construction of a 8,500 s.f. facility to include an additional classroom and learning support services with offices and building support spaces.	NEW CIP	1,750,000	175,000	61,250	148,750	148,750	-	2,283,750	2,283,750	456,750	2,740,500
28	**Concrete Pad for Flashover Simulator** Construct a reinforced concrete pad to support the installation and operation of either a dedicated or mobile flashover simulator.	NEW CIP	150,000	15,000	15,000	-	-	-	180,000	180,000	36,000	216,000
29	**Concrete Pad for SCBA Confined Space and Flashover Training Systems** Construct a reinforced concrete pad to support the installation and operation of a 40-foot SCBA Confined Space Training System, while also accommodating future deployment of either a dedicated or mobile flashover simulator. This project will also allow for the removal of the existing SCBA maze.	NEW CIP	150,000	15,000	15,000	-	-	-	180,000	180,000	36,000	216,000
	Regional Center for Public Safety Excellence Subtotal		**$ 2,374,000**	**$ 241,000**	**$ 106,350**	**$ 198,750**	**$ 148,750**	**$ 24,000**	**$ 3,044,850**	**$ 3,068,850**	**$ 613,770**	**$ 3,682,620**
I. Higher Education Center La Joya												
30	**Welding Lab Relocation** Relocate existing Welding Lab Structure	MV	$ 250,000	$ 25,000	$ 25,000	$ -	$ -		$ 300,000	$ 300,000	$ 60,000	$ 360,000
	Higher Education Center La Joya Subtotal		**$ 250,000**	**$ 25,000**	**$ 25,000**	**$ -**	**$ -**	**$ -**	**$ 300,000**	**$ 300,000**	**$ 60,000**	**$ 360,000**
J. District Wide												
31	**Outdoor Furniture** Provide new outdoor furniture for all campuses.	TO	$ -	$ -	$ -	$ 50,000	$ -	$ 50,000	$ -	$ 50,000	$ -	$ 50,000
32	**Land and Facility Purchases** Purchasing of potential land and facility acquisitions.	NA	3,000,000	-	-	-	-	3,000,000	-	3,000,000	600,000	3,600,000
33	**Renovations and Contingencies** Projects which may arise unexpectedly for all campuses and project contingencies.	NA	750,000	75,000	18,750	41,250	63,750	948,750	-	948,750	-	948,750
34	**Campus Master Plan** Provide a college wide campus master plan to determine current and future needs.	NA	-	375,000	-	-	-	375,000	-	375,000	-	375,000
35	**Facility Signage** Provide various facility signage types for all campuses.	DV	500,000	-	-	-	-	500,000	-	500,000	-	500,000
36	**Removal of Existing Trees** Removal of any existing trees for all campuses.	NA	25,000	-	900	-	-	25,900	-	25,900	-	25,900
37	**Entry Monument Signs** Provide various entrance monument signs for all campuses.	KN	650,000	-	15,000	-	-	665,000	-	665,000	133,000	798,000
38	**Interior Facility Signage** Provide various interior wayfinding signage for all campuses.	DV	250,000	-	-	-	-	250,000	-	250,000	50,000	300,000
	District Wide Subtotal		**$ 5,175,000**	**$ 450,000**	**$ 34,650**	**$ 91,250**	**$ 63,750**	**$ 5,814,650**	**$ -**	**$ 5,814,650**	**$ 783,000**	**$ 6,597,650**
	FY25 Proposed Project Budget Totals		**$ 23,937,100**	**$ 2,090,864**	**$ 654,893**	**$ 2,827,108**	**$ 2,274,608**	**$ 27,475,765**	**$ 4,308,808**	**$ 31,884,406**	**$ 6,575,983**	**$ 38,261,558**

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**

<u>Appendix A</u>

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

South Texas College
Unexpended Plant Fund - Renewals and Replacements Projects
FY26-27 Proposed Projects and Budget

No.	Project Name	Project Manager	Construction	Design	Misc.	F.F.E.	Tech.	FY26 Continued Projects	FY27 New Projects	FY27 Total Project Budget	20% Cost Escalation	FY27 Grand Total Project Budget
A. Pecan Campus												
1	**Library Building F Exterior Building Envelope Repairs** Remediation of existing building envelope.	DV	$ 10,000	$ -	$ -	$ -	$ -	$ 10,000	$ -	$ 10,000	$ 2,000	$ 12,000
2	**Business & Science Bldg. G HVAC Replacements** Replace/Upgrade of existing HVAC equipment at PCN Campus.	MV	900,000	25,000	450	-	-	925,450	-	925,450	185,090	1,110,540
3	**Student Activities Center Bldg. H HVAC Replacements** Replace/Upgrade of existing HVAC equipment at PCN Campus.	MV	700,000	20,000	450	-	-	720,450	-	720,450	144,090	864,540
4	**Ann Richards Administration Bldg. X HVAC Replacements** Replace/Upgrade of existing HVAC equipment at PCN Campus.	MV	200,000	20,000	450	-	-	220,450	-	220,450	44,090	264,540
5	**Pecan Campus Student Services Bldg. K HVAC Replacements** Replace/Upgrade of existing HVAC equipment at PCN Campus.	MV	200,000	20,000	2,000	-	-	222,000	-	222,000	44,400	266,400
6	**Pecan Campus Sylvia Esterline Center for Learning Excellence Bldg. C HVAC Replacements** Replace/Upgrade of existing HVAC equipment at PCN Campus.	MV	600,000	60,000	2,000	-	-	662,000	-	662,000	132,400	794,400
7	**Library Bldg. F HVAC Replacements** Replace/Upgrade of existing HVAC equipment at PCN Campus.	MV	400,000	40,000	2,000	-	-	442,000	-	442,000	88,400	530,400
8	**Social Science Building T Second Classroom and Conference Room Replacement** Replace all existing audio visual equipment with new upgraded cabling and equipment inside classrooms and conference rooms to meet current standards	DV	-	-	-	52,941	507,059	-	560,000	560,000	112,000	672,000
9	**Stucco Repainting Phase III** Repainting of existing exterior stucco walls Physical Plant Building E, Library Building F, Business & Science Building G, South Academic Building J, Student Services Building K, Student Activities Building H, and Ann Richards Administration Building X	KN	700,000	-	1,000	-	-	-	701,000	701,000	140,200	841,200
10	**Information Technology Bldg. M Data Center UPS Replacement** Replace existing UPS with Room Size UPS to protect existing data center	NEW IT PROJECT	-	35,000	10,000	-	350,000	-	395,000	395,000	79,000	474,000
	Pecan Campus Subtotal		**$ 3,710,000**	**$ 220,000**	**$ 18,350**	**$ 52,941**	**$ 857,059**	**$ 3,202,350**	**$ 1,656,000**	**$ 4,858,350**	**$ 971,670**	**$ 5,830,020**

South Texas College
Unexpended Plant Fund - Renewals and Replacements Projects
FY26-27 Proposed Projects and Budget

No.	Project Name	Project Manager	Construction	Design	Misc.	F.F.E.	Tech.	FY26 Continued Projects	FY27 New Projects	FY27 Total Project Budget	20% Cost Escalation	FY27 Grand Total Project Budget
B. Mid Valley Campus												
11	**Resurfacing of Parking Lot 2** Resurfacing of Lot #2, South side of South Academic Building H.	JC	$ 75,000	$ 15,000	$ 25,000	$ -	$ -	$ -	$ 115,000	$ 115,000	$ 23,000	$ 138,000
12	**Repainting of Perimeter Fence** Repainting of existing perimeter fence on East side of Buildings A and B	JC	40,000	-	-	-	-	-	40,000	40,000	8,000	48,000
13	**Replacement of Perimeter Fence** Replacement of existing perimeter fence on the East side of the Mid Valley Campus	JC	45,000	-	-	-	-	-	45,000	45,000	9,000	54,000
14	**Resurfacing of Parking Lot 7** Resurfacing of Lot #7, East side of Library Building E	JC	250,000	25,000	25,000	-	-	-	300,000	300,000	60,000	360,000
	Mid Valley Campus Subtotal		**$ 410,000**	**$ 40,000**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ 500,000**	**$ 500,000**	**$ 100,000**	**$ 600,000**
C. Dr. Ramiro R. Casso Health Science Professions Campus												
15	**HSP East Building A West Side Window Waterproofing Repairs** Provide proper waterproofing for windows on west side of NAH East Building A to prevent water infiltration.	O&M	$ 65,000	$ 15,000	$ 10,000	$ -	$ -	$ 90,000		$ 90,000	$ 18,000	$ 108,000
16	**HSP East Building A Westside Elevators Repairs** Upgrade of existing elevator and cab inside NAH East Building A.	O&M	350,000	-	-	-	-	350,000		350,000	70,000	420,000
	Dr. Ramiro R. Casso Health Science Professions Campus Subtotal		**$ 415,000**	**$ 15,000**	**$ 10,000**	**$ -**	**$ -**	**$ 440,000**	**$ -**	**$ 440,000**	**$ 88,000**	**$ 528,000**
D. Technology Campus												
17	**Replacement of Existing Perimeter Fence & Regrading of Existing Swales** Replacement of the existing perimeter fence and regrading of existing swale on the west side of campus	JC	$ 50,000	$ 20,000	$ 5,000	$ -	$ -	$ -	$ 75,000	$ 75,000	$ 15,000	$ 90,000
18	**Institute for Advanced Manufacturing Building E Ceiling Liner Replacement** Replacement of existing interior ceiling liner inside the Institute for Advanced Manufacturing Building E.	KN	75,000	-	5,000	-	-	-	80,000	80,000	16,000	96,000
	Technology Campus Subtotal		**$ 125,000**	**$ 20,000**	**$ 10,000**	**$ -**	**$ -**	**$ -**	**$ 155,000**	**$ 155,000**	**$ 31,000**	**$ 186,000**

South Texas College
Unexpended Plant Fund - Renewals and Replacements Projects
FY26-27 Proposed Projects and Budget

No.	Project Name	Project Manager	Construction	Design	Misc.	F.F.E.	Tech.	FY26 Continued Projects	FY27 New Projects	FY27 Total Project Budget	20% Cost Escalation	FY27 Grand Total Project Budget
E. Starr County Campus												
19	**Booster Pumps Panel Replacement** Replacement of the control panel at the existing booster pumps	O&M	30,000	-	-	-	-	$ -	$ 30,000	$ 30,000	$ 6,000	$ 36,000
	Starr County Campus Subtotal		**$ 30,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 30,000**	**$ 30,000**	**$ 6,000**	**$ 36,000**
F. District Wide												
20	**Renewals and Replacements** Replace/Renew miscellaneous equipment, material, etc. for all campuses.	NA	$ 150,000	$ -	$ 1,000	$ -	$ -	$ 151,000	$ -	$ 151,000	$ -	$ 151,000
21	**Marker Boards Replacement** Replace/Upgrade existing Speakeasy to Marker Boards.	JV	300,000	-	-	-	-	300,000	-	300,000	60,000	360,000
22	**Fire Alarm Panel Replacements** Replace/Upgrade existing fire alarm panels for all campuses.	O&M	100,000	-	2,500	-	-	102,500	-	102,500	20,500	123,000
23	**Interior LED Lighting Replacements** Upgrade of existing interior light fixtures to LED for all campuses.	O&M	110,000	-	-	-	-	110,000	-	110,000	22,000	132,000
24	**Exterior Walkway LED Lighting Replacements** Upgrade of existing exterior light fixtures to LED for all campuses.	O&M	50,000	-	-	-	-	50,000	-	50,000	10,000	60,000
25	**Building Automation Systems Replacements** Upgrade of existing building systems controls for all campuses.	O&M	800,000	-	1,500	-	-	801,500	-	801,500	160,300	961,800
26	**Flooring Replacements** Replacement of existing flooring for all campuses.	KN	500,000	-	10,000	-	-	510,000	-	510,000	-	510,000
27	**HVAC Replacements** Replace/Upgrade of existing HVAC equipment for all campuses.	O&M	500,000	25,000	2,000	-	-	527,000	-	527,000	105,400	632,400
28	**Exterior Lighting Replacements** Upgrade of existing exterior light fixtures for all campuses.	O&M	250,000	25,000	4,000	-	-	279,000	-	279,000	55,800	334,800
29	**Signage Replacement** Replace College Logo on existing directional signage and existing facilities	DV	250,000	-	-	-	-	250,000	-	250,000	50,000	300,000
30	**Water Tower Logo Replacements** Replace/Renew Logo on existing City of McAllen Water Towers.	DV	80,000	-	-	-	-	80,000	-	80,000	16,000	96,000
31	**Outdoor Furniture Replacements** Replace existing outdoor furniture district wide.	TO	-	-	-	70,000	-	70,000	-	70,000	14,000	84,000
32	**AV Equipment Replacements** Replace existing audio visual equipment district wide.	ET	-	-	-	-	130,000	130,000	-	130,000	26,000	156,000
33	**Painting Replacements** Repainting of existing building interiors district wide.	O&M	150,000	-	-	-	-	150,000	-	150,000	30,000	180,000
34	**Resurfacing of Asphalt Drives** Resurfacing of existing asphalt drives district wide.	O&M	50,000	-	10,000	-	-	-	60,000	60,000	12,000	72,000
	District Wide Subtotal		**$ 3,290,000**	**$ 50,000**	**$ 31,000**	**$ 70,000**	**$ 130,000**	**$ 3,511,000**	**$ 60,000**	**$ 3,571,000**	**$ 582,000**	**$ 4,153,000**
	FY25 Proposed Project Budget Totals		**$ 7,980,000**	**$ 345,000**	**$ 119,350**	**$ 122,941**	**$ 987,059**	**$ 7,153,350**	**$ 2,401,000**	**$ 9,554,350**	**$ 1,778,670**	**$ 11,333,020**

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

Appendix A

Proposed Fee Structure follows in the packet

PossAble Dream Adult High School Lease Agreement Total Cost

Per Fall, Spring, & Summer Semester Charge - 2026-2027

Appendix	Charges	Methodology	Monthly Charge	Semester Charge
	Facilities Rental Charge (1)			
C	32 Seat Classroom	784 sq.ft x 2 x 100% x $3.09	4,845.12	21,803.04
	2 Offices	120 sq.ft x 2 x 100% x $3.09	741.60	3,337.20
	Total Cost for Each Fall and Spring Semester		***$ 5,586.72***	***$ 25,140.24***

	Facilities Rental Charge			
C	32 Seat Classroom	784 sq.ft x 2 x 100% x $3.09	$ 4,845.12	$ 14,535.36
	2 Offices	120 sq.ft x 2 x 100% x $3.09	$ 741.60	$ 2,224.80
	Total Cost for Summer Semester		***$ 5,586.72***	***$ 16,760.16***
	Total for 2026-2027			***$ 67,040.64***

Note:

(1) Monthly costs may be prorated based on utilization.

Schedules for each semester will be similar in nature and prepared once course section offerings are determine, as appropriate.

Subject to change based on space availability and actual utilization.

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.

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

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.

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.