MEMORANDUM (Revised 05.14.14)

To: Alamo Colleges Family

From: Chancellor, Presidents, Vice Chancellors

Re: PVC Summary of Actions

Below are the summary actions agreed upon by the Chancellor, Presidents and Vice Chancellors at our meeting this afternoon.

These memorandums are archived on Alamo Share, under Presidents and Vice Chancellors (see PVC Documents, PVC Summary of Actions).

| Summary of Actions by the PVC {Revised with additional details to #2} May 12, 2014 |
|---------------------------------|-------------------------------------------------------------------------------------------------|
| 1. Administrative Contracts     | Approved revised version of administrators contracts, to include reference to board charges, public school partnerships and success points. |
| 2. Adjunct Faculty System       | Approved as presented by Boyer-Owens. System includes HR software and a recruiting/certification implementation project. Adjunct faculty will be recruited and certified by HR in conjunction with the Colleges as agreed to last year. The process will help Chairs by providing an active, on-going recruiting system to expand our pool of certified adjuncts, with many features provided by the new software. |
| 3. Employee Badges              | PVC approved new badge design and system-wide distribution by DPS (pending board approval of College mission statements). |
| 4. Letter from DOE (Guidance Issued on Responsibilities of Schools to Address Sexual Violence, Other Forms of Sex Discrimination) | HR developing/revising policies to support Title IX, based on best practices. Goal is for handbook, policies, procedures, etc. to align. To be finalized by July 15, 2014, for review by PVC and approval by the Board in September. Team: Boyer-Owens, Silva, Laughead, Cruz. |
| 5. Early Leaver Survey          | Cleary to review related sources of similar information. Team comprised of IRIS, EWD, advisors, call center, |
academics, IT and SGA reps to come together and recommend/develop survey tool to help inform on strategies to retain students. Questions to consider: What data can we collect to help us develop strategies to prevent students from leaving?; How do we help transition more students to full-time?; and What would be the cost of incentivizing full-time attendance?  Silva to serve as lead.

6. Recommendations for task force to embrace partnership with Project Quest.

Create a task force to address Project Quest/Alamo Colleges partnership. Convene team to frame what could be a more strategic relationship, with the ACES model serving as the general framework. Presidents to forward names of possible team members to Contreras by end of business on Friday, May 16, 2014.

7. QEP presentations to be made at AA&SS Board Committee Meetings this summer

Colleges to present QEPs to Board in November; preview at PVC by October.

Thank you.

Dr. Bruce Leslie, Chancellor
Alamo Colleges
201 W. Sheridan, Bldg. A
San Antonio, TX 78204-1429
(210) 485-0020 (Phone)
(210) 486-9165 (Fax)