MEMORANDUM

To: Alamo Colleges Family

From: Mario Muñiz, Director of District Public Relations

Date: July 28, 2015

Subject: Board Meeting Report

On behalf of Dr. Bruce Leslie, the following is a summary of proceedings of the Alamo Colleges Board of Trustees meeting of July 28, 2015.

Link: Board Agenda - July 28, 2015

CEREMONIALS/RECOGNITION OF SPECIAL GUESTS

Student of the Month – July 2015

Amanda D. Hernandez, Alamo Colleges - San Antonio College, is the recipient of a $500 La Prensa Foundation Inspirational Scholarship, courtesy of the La Prensa Foundation, founded by Tino & Amelia "Millie" Duran. Amanda Hernandez is a Liberal Arts major with a 3.9 GPA at San Antonio College. After dropping out of college her first time, Amanda Hernandez returned as a non-tradition student to great success. Today Amanda effectively balances work, caring for her four-year old son, and her studies. She is a member of the San Antonio College Honors Academy and is on track to graduate with distinction from the Honors Academy. In her four semesters at SAC she has won multiple excellences is writing awards, the Daniel Stevens Scholarship and the Robert Ziegler Endowed Scholarship. After completing her courses at San Antonio College, Amanda will be attending the University of Texas at San Antonio Honor’s College. Amanda will be majoring in Women’s Studies. After earning her bachelor’s degree at UTSA, Amanda plans on continuing her education and earning a Ph.D. in Sociology. As a scholar Amanda hopes to research the ways in which culture shapes educational access and outcomes for women. In addition to her academic achievements, Amanda has worked with students as a peer mentor, tutor, and member of the San Antonio College Honors Academy.
She has also volunteered with the SAC Early Childhood Development Center, with recruiting high school students for the SAC Honors Academy, and with the Pathways P-16 Social Studies team. As a peer mentor and tutor, Amanda has assisted college students with course work, writing, and navigating the college experience.

Employee of the Month – June 2015
The Alamo Colleges family recognized Frank Marcie, Computer Support Technician, Office of Technology Services, Alamo Colleges - San Antonio College

Recognition of A & C Products, Inc. for Scholarship Gifts

Employee of the Month – July 2015
The Alamo Colleges family recognized Julian Ledesma, Computer Support Technician, Information Technology Department, Alamo Colleges - Palo Alto College

Palo Alto College Recipient of the National Council of Marketing and Public Relations (NCMPR) Paragon Awards; Hermes Creative Award, and Public Relations Society of America (PRSA) San Antonio’s Del Oro Award

Palo Alto College 2015 Texas Award for Performance Excellence Recipient – Video

Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Associations (GFOA)

Recognition of Miss Artemisia Bowden - Designated Among the Saints of the Episcopal Church in “Holy Women, Holy Men: Celebrating the Saints”

Emeritus Status
Charles A. "Tony" Bower, Professor Emeritus, Mathematics, Alamo Colleges - St. Philip's College
Herbert G. Pennick, Professor Emeritus, Mathematics, Alamo Colleges - St. Philip's College
Dr. Reza Sojoodi, Professor Emeritus, Mathematics and Computer Science Department, Alamo Colleges - San Antonio College (recognition deferred)
Karen Marcotte, Professor Emeritus, History and Humanities, Alamo Colleges - Palo Alto College

NEW BUSINESS
Discussion and Possible Action on Granting of Emeritus Status
The Board approved the granting of Emeritus Status with the recognition and appreciation for 41 years of dedicated service to Alamo Colleges – St. Philip’s College and with the recommendation of the faculty and administration of Alamo Colleges – St. Philip’s College and the Chancellor of the District, Mr. Charles A.
“Tony” Bower, Professor Emeritus of the Mathematics Department at Alamo Colleges - St. Philip’s College.

The Board approved the granting of Emeritus Status with the recognition and appreciation for 24 years of dedicated service to Alamo Colleges – St. Philip’s College and with the recommendation of the faculty and administration of Alamo Colleges – St. Philip’s College and the Chancellor of the District, Mr. Herbert G. Pennick, Professor Emeritus of Mathematics Department at Alamo Colleges - St. Philip’s College.

The Board approved the granting of Emeritus Status with the recognition and appreciation for 25 years of dedicated service to Alamo Colleges – San Antonio College and with the recommendation of the faculty and administration of Alamo Colleges – San Antonio College and the Chancellor of the District, Dr. Reza Sojoodi, Professor Emeritus of Mathematics Department at Alamo Colleges – San Antonio College.

The Board approved the granting of Emeritus Status with the recognition and appreciation for 30 years of dedicated service to Alamo Colleges – Palo Alto College and with the recommendation of the faculty and administration of Alamo Colleges – Palo Alto College and the Chancellor of the District, Ms. Karen Marcotte, Professor Emeritus of History and Humanities Department at Alamo Colleges – Palo Alto College.

Trustee Rindfuss’ Request for Excused Absences for Board Meetings Occurring in February, April and May 2015

The Trustees approved the request for Excused Absences of Trustee James Rindfuss in February, April and May 2015 for health reasons.

CITIZENS TO BE HEARD

CHAIR’S REPORT
Board Conference Reports

Presentation by Internal Audit - Analysis of Alamo Colleges' Administrative Costs and Administrative Facilities Utilization as Requested by the Board of Trustees

CHANCELLOR’S REPORT
Monthly Report on Alamo Colleges Regional Centers by Leo Zuniga

At the Alamo Colleges – Greater Kerrville Center, for the Spring semester, 239 students out of 299 completed their coursework with a “C” or better an--- 80% completion rate!

The Alamo Colleges—Greater Kerrville College Connections activities were offered to 305 students from Tivy High School, Center Point High School, Comfort High School, Ingram High School, Medina High School, and Bandera
High School. These students received a certificate of acceptance to the Alamo Colleges based on their completion of the College Connections requirements.

The Alamo Colleges—Greater Kerrville Center - 17 students were awarded Associate’s Degrees in the Spring 2015.

The Alamo Colleges CTTC groundbreaking ceremony of May 14 was successful based on comments made by our partners.

Seguin Mayor Don Keil has publicly said, “so much of the economic development growth that has occurred in the City of Seguin has been accomplished through the doors of this center”, referring to the Caterpillar project and other manufacturing communities such as CMC Steel.

Alamo Colleges CTTC participated in the Seguin Healthcare Advisory Committee. Healthcare personnel shortages were updated and the overall progress has been stagnant. There continue to be approximately 46 RN positions, 16 LVN positions, and over 45 CNA positions that are regionally identified. CTTC is addressing the healthcare shortages through a robust I-BEST Nurses Aid program at the center. Additionally, the CTTC has a Vocational Nursing program through SPC and is looking at long-range solution for the regional area.

Alamo Colleges CTTC and Seguin ISD co-chaired the Seguin Healthcare Summit. The event was attended by more than 50 healthcare providers from the Seguin community that was seeking opportunities that are not currently being filled through training programs at Seguin High School or the CTTC. Items identified were Nursing Assistants, Vocational License Nurses, Registered Nurses, and baccalaureate degree Registered Nurses, Nutritional technicians and physical therapy technicians being addressed locally through a partnership between Texas Lutheran University (TLU). Planned follow-up Healthcare Summit scheduled for February 2016. The partnership with TLU is an upward mobility program from Associate Degree Nurses to Bachelor of Science Nursing articulation agreement that is currently being coordinated.

Alamo Colleges – provided a facility tour and center overview to the Edgewood ISD Board of Trustee President and another board member, San Antonio Economic Development, and the Westside Education and Training Center Advisory Board Chairman. Tour provided an outlook of the programming that can be made available to the group when incorporating a flexible building design of training labs and the classroom spaces that are available collaborative partnership of the region in New Braunfels and Seguin.

Alamo Colleges – CTTC presented to the New Braunfels Middle School 8th grade class of over 200 students. Presentation requested by New Braunfels ISD
was to connect long-range goal setting and House Bill 5 opportunities as these students prepare to progress to ninth grade.

Alamo Colleges – CTTC – 413 students out of 466 students earned a grade of A, B, or C – an 88.5% completion rate!

4 Disciplines of Execution (4DX) Video

4 Disciplines of Execution (4DX) Report & Wildly Important Goal (WIG) Presentation by Mortuary Science at Alamo Colleges - San Antonio College

Alamo Colleges - Northeast Lakeview College SACSCOC Candidate Application Status Report Presentation

PROGRAM HIGHLIGHTS
Mortuary Science, Alamo College - San Antonio College Presentation

EXECUTIVE SESSION
No Executive Session

FACULTY EVALUATION AND DEVELOPMENT
Full-Time Teaching Faculty Job Description
The Board adopted and approved the Full-Time Teaching Faculty Job Description. The full-time teaching faculty job description was adopted in July 2012. The description includes the expectations of faculty to fulfill the mission, vision, values, and goal of providing a quality education for all students attending the colleges. It defines the cyclical duties required for continual improvement of the teaching and learning process and for providing appropriate support for students’ needs. During the development of the Adjunct Faculty and Faculty Librarian job descriptions, a few updates were suggested for the full-time teaching description and approved by the Presidents, Vice Chancellors, and Chancellor. These changes include job description parameters and align the faculty job descriptions. The full-time teaching faculty job description is the foundation for the faculty evaluation model. The content in the faculty evaluation model will be adapted in 2015-2016, based on the job descriptions, for faculty librarians and adjunct faculty.

Adjunct Faculty Job Description
The Trustees adopted and approved the Adjunct Faculty Job Description. The adjunct faculty job description aligns with the full-time teaching faculty job description which was adopted in July 2012. It was developed with input of adjunct faculty, chairs, and vice presidents for academic success. It was reviewed by the committee which led the development process for the teaching faculty job description, and approved by the Presidents, Vice Chancellors, and Chancellor. The new description includes the expectations of faculty to fulfill the mission, vision, values, and goal of providing a quality education for all students.
attending the colleges. It defines the cyclical duties required for continual improvement of the teaching and learning process and for providing appropriate support for students' needs. An evaluation model, similar to the model for full-time teaching faculty and aligned with the job description, will be developed during the 2015-2016 academic year.

Faculty Librarian Job Description

The Board adopted and approved the Faculty Librarian Job Description. The faculty librarian job description has been revised to align with the full-time teaching faculty job description which was adopted in July 2012. It was developed with input of the faculty librarians, reviewed by the committee which led the development process for the teaching faculty job description, and approved by the Presidents, Vice Chancellors, and Chancellor. The new description includes the expectations of faculty to fulfill the mission, vision, values, and goal of providing a quality education for all students attending the colleges. It defines the cyclical duties required for continual improvement of the teaching and learning process and for providing appropriate support for students' needs. An evaluation model, similar to the model for full-time teaching faculty and aligned with the job description, will be developed during the 2015-2016 academic year.

BUILDING, GROUNDS AND SITES SELECTION COMMITTEE

Purchase of Construction Services for Way-Finding Signage at Alamo Colleges – Palo Alto College

The Trustees awarded the contract to Firenda Group, Inc. for the Purchase of Construction Services for Way-Finding Signage at Alamo Colleges – Palo Alto College in the amount of 141,000. A 10% contingency of $14,100 is also recommended for a total award of $155,100.

Purchase of a Projector System for the Scobee Planetarium, Challenger Learning Center

The Board awarded a contract to Evans and Sutherland providing for the purchase of a Projector System for the Scobee Planetarium, Challenger Learning Center in the amount of $746,800. A 10% contingency of $74,680 is also recommended making the total award equal to $821,480 as requested by the Associate Vice Chancellor of Facilities Operation and Construction Management.

POLICY AND LONG-RANGE PLANNING COMMITTEE

Policy A.1.3 - College District Vision, Mission, Values and Goals

The Trustees approved the revised Mission Statements Policy A.1.3 of Alamo Colleges including subcomponents A.1.3.b and A.1.3.e.

Revision of Procedure C.1.3.2 – Sale of Surplus College Real Estate

The Board approved the revised Alamo Colleges’ Sale of Surplus College Real Estate Procedure C.1.3.2. This revised procedure allows for the sale of surplus
property by sealed bid without an absolute requirement that appraised value be received.

Policy F.2.4 - Student Financial Aid
The Trustees approved the revisions of Policy F.2.4 – Student Financial Aid. This policy is being amended to bring it in line with recommendations of the Texas Association of Community Colleges (TACC), federal Title IV regulations, and after a review of our peer institution’s rules and regulations.

F.6.4 - New Policy on Automatic Awarding of Credentials
The Board adopted new Board Policy F.6.4 as presented. Policy F.6.4 is approved to increase the completion rate of Alamo Colleges’ students by automatically identifying and awarding a credential to eligible current and former students. The Alamo Colleges has a moral imperative to insure that students meet their educational goals and successfully attain their pursued credentials. Automated awarding of credentials is a validation of Alamo Colleges’ My Monitoring Academic Progress (MyMAP) intentional protocols and affirms the District’s commitment to national, state and local reform agendas (i.e., Complete College America, Completion by Design, Texas Completes, Achieving the Dream, SA2020, Diplomas).

AUDIT, BUDGET AND FINANCE COMMITTEE
Fiscal Year 2015-2016 Operating Budget
The Board of Trustees hereby approves a Fiscal Year 2015-2016 Educational and General (E&G) Operating Expense Budget of $308,975,596; Auxiliary Enterprise Budget of $2,229,456; Mandatory Transfers for Texas Public Education Grants and Revenue Bond Debt Service of $12,258,341; Natatorium Major Repair Fund Addition of $51,000; Non-mandatory Transfers for San Antonio River Authority and State Energy Conservation Office of $1,519,847; and Capital Expense Budget of $3,300,000 for Total Operating Expense Budget of $328,334,240 based on revenues of $328,334,240, pending August 2015 update of tax revenue.

FY 2016 Supplemental Employer Contribution for ORP Participants
The Board approved a supplemental employer contribution of 0.2% for all eligible ORP participants.

Purchase of Group Life, Accidental Death & Dismemberment, and Long and Short Term Disability Insurance Coverage
The Trustees awarded a contract to The Prudential Insurance Company of America providing for the purchase of Group Life, Accidental Death & Dismemberment, Long Disability Insurance Coverage, and Short-Term Disability in the estimated annual amount of $584,044 as requested by the office of the Associate Vice Chancellor for Human Resources and Organizational Development.
Purchase of Commercial Insurance Coverage
The Board awarded contracts to American Financial Services, Inc. dba. Borden Insurance, USI Southwest, Inc., Southwest Business Corporation, and Arthur J. Gallagher Risk Management Services Incorporated providing for the purchase of Commercial Insurance Coverage in the estimated annual amount of $964,780 as requested by the office of the Associate Vice Chancellor for Human Resources and Organizational Development.

Purchase of Campus Dining Services
The Trustees awarded a contract to Lancer Hospitality providing for the purchase of Campus Dining Services that includes a one-time investment of $162,900; and revenue of approximately $182,000 annually as requested by the Vice Chancellor for Finance & Administration.

Purchase of a Digital Microscope System
The Board awarded a contract to Sakura Finetek USA, Inc. providing for the purchase of a Digital Microscope System in the amount of $82,500 as requested by the Alamo Colleges - St. Philip’s College.

Purchase of Engineering Student Scientific Kits
The Trustees awarded a contract to National Instruments providing for the purchase of Engineering Student Experiment Kits in the amount of $64,751.28 as requested by the Alamo Colleges - St. Philip’s College.

Purchase of Faculty Evaluation Software
The Board awarded a contract to Data180, LLC. providing for the purchase of Faculty Evaluation Software in the amount of $40,000 annually; and a one-time fee of $30,000 for implementation as requested by the office of the Vice Chancellor for Academic Success.

Purchase of Student Engagement Network Software
The Trustees awards a contract to OrgSync, Inc. providing for the purchase of Student Engagement Network Software for $140,417 for a 3-year period as requested by the Vice Chancellor for Student Success.

Purchase of Absence Compliance Tracking Software
The Board awarded a contract to Workforce Software LLC providing for the purchase of Absence Compliance Tracking Software for $230,050.00 as requested by the Associate Vice Chancellor for Human Resources and Organizational Development.

Sole Source Sub-Award between Alamo Colleges and Magnum Custom Trailers for the purchase of a Mobile GO Center
The Trustees, contingent upon receipt and in accordance with the Texas Pioneer Foundation grant to Alamo Colleges, approved a sole source sub-award to the
Magnum Custom Trailers for the purchase of a Mobile GO Center in the amount of $88,871 as requested by the Vice Chancellor for Student Success.

Ratification of Award as a Sole Source Sub-Award between Alamo Colleges and San Antonio Independent School District for the Purchase of Case Management Services

The Board ratified staff’s action in executing a Grant Sub Award Agreement in accordance with the provisions of the Texas Workforce Commission (TWC) – Texas Adult Completion and Skills Initiative between Alamo Colleges and the San Antonio Independent School District (SAISD) providing for the purchase of Case Management Services in the amount not to exceed $117,200.

Ratification of Award to Ellucian Company L.P. Providing for the Purchase of the Continuing Education and Workforce Development System

The Trustees ratified award of a contract to Ellucian Company L.P. providing for the purchase of the Continuing Education and Workforce Development System for the period beginning March 1, 2015 and ending February 29, 2020 for the one-time fee of $107,222; and for $60,000 annually for a five-year period as requested by the office of the Vice Chancellor for Economic & Workforce Development.

PERSONNEL

Appointment of Administrators

The Board approved the recommendation of employment for Controller, Gettie Moreno, Alamo Colleges, effective September 1, 2015.

Appointment of Full Time Faculty

The Trustees approved the appointment of 29 Full Time Faculty submitted by the College Presidents, for the 2015-2016 academic year or earlier if so noted.

CONSENT AGENDA

Approved

Next Regular Board Meeting Date: Tuesday, August 18, 2015

George E. Killen Community and Education Service Center
101 Community Meeting Room
201 West Sheridan, San Antonio, Texas