MESSAGE FROM OUR VICE-PRESIDENT:

Greetings SPC Tigers –

On behalf of the 14th President of St. Philip's College, Dr. Adena Williams Loston, college administration, faculty and staff, congratulations to all of our May 2019 graduates! Every commencement is a celebration of the hard work, dedication, and sacrifice shown by each of our students who have successfully completed their program of study. To our graduates, St. Philip's College wishes you the absolute best as you progress through your personal and professional journeys.

Dr. Mordecai Ian Brownlee
Vice President of Student Success
St. Philip's College

Important Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>May 3</td>
<td>Last day to withdraw (Second 8-weeks)</td>
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<td>May 10</td>
<td>Commencement</td>
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<td>May 13-18</td>
<td>Finals Week (16-week and 14-week)</td>
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<td>May 15-18</td>
<td>Finals (Second 8-weeks)</td>
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<td>May 20</td>
<td>First day of Maymester</td>
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<tr>
<td>May 21</td>
<td>Census Date for Maymester</td>
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<tr>
<td>May 27</td>
<td>Memorial Day – The College is OPEN</td>
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</tbody>
</table>

Quality Enhancement Plan – Ethical Decision-Making

St. Philip’s College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Part of this process is the QEP (Quality Enhancement Plan) to promote student success. Our QEP topic is Ethical Decision-Making.

QEP Focus: Ethical decision-making is the ability to connect values and choices to actions and consequences.

QEP Goal: Students engage in specific measurable academic activities to enhance their ethical decision-making skills.

Ethical Decision Making Process:

* Stop and think to determine the facts.
* Identify the options.
* Consider consequences for yourself and others.
* Make an ethical choice and take appropriate action.

Student Success in the SLC – MLK Campus

For more information, contact Charleen Brammer at 210-486-2468 or 210-486-2275.

SLC 102 Point of Contact

SPC Safe SPACE Student Success & Advocacy Center
Counseling Services
Disability Services
Service Learning/Financial Literacy
Student Conduct/Title IX Programs
Violence Prevention Grant

SLC 127 Point of Contact

SPC Health Center

Editors: Rosalinda Rivas, Eitandria Tello
For more information, contact Dr. Mordecai Brownlee, Vice President of Student Success at 210-486-2252.

St. Philip's College is committed to providing a supportive learning environment and to fostering safe, healthy relationships among our students. In this effort, Alamo Colleges District initiated AlamoCARES, a prevention, education and support program regarding dating violence, domestic violence, sexual assault and stalking. It is our sincere hope that AlamoCARES will empower you to make well-informed decisions about life issues that affect your college years and beyond.

Within the AlamoCARES site, you will find information on rights granted by Title IX and resources to help educate and assist you when dealing with harassment and sexual violence. Coming soon are events, training and opportunities to bring awareness when dealing with difficult issues and creating discussion opportunities with students. Visit us at http://alamo.edu/SPC/AlamoCARES/ for more information.

The Alamo Colleges District encourage individuals to bring forward information/complaints about sexual harassment and sexual violence. Retaliation against any individual who reports or participates in the investigation of alleged violations is strictly forbidden and will be enforced by the College administration.

If you believe you have experienced Sexual Misconduct you may consider the following options:
- Contact Campus Police at 210-485-0099 (non-emergency) or 210-485-0911 (emergency)
- Seek medical attention at a hospital or with a physician
- Report the incident at www.alamo.edu/TitleIXCoordinator/ (call John Martin 210-486-2746)
- Contact SPC Counseling Services at 210-486-2333 (for confidential counseling and or referrals)
- Contact parents, relatives or close friends for support

H.1.1 Equal Education and Employment Opportunities (Policy) www.alamo.edu/district/policies/
AlamoCARES has additional Title IX information and resources at: www.alamo.edu/SPC/AlamoCARES

ATTENTION STUDENTS!

All entering freshmen, former and transfer students are now required to complete “Sexual Assault Prevention for Community Colleges”. Sexual Assault Prevention for Community Colleges is an online survey and course addressing critical life skills. The training is our way of informing St. Philip's College students about Title IX standards, reporting violations and resources available. All entering freshmen, former and transfer students are required to complete the training before the end of their first semester of classes at St. Philip’s College (to avoid a registration hold being placed on their account).

To access the Sexual Assault Prevention for Community Colleges training:
2. Look for the AlamoCARES box on the Student tab and read the important message before accessing the course. Note: an alternative training is available; see your Vice President for Student Success for assistance.
3. Click on the link provided, and complete the confidential pre-survey at the start of the course. The Alamo Colleges District does not receive a copy of your responses.
4. The quiz at the end of the course is required to document your completion, but the score is not recorded and will not impact you in any way. Completion is documented on your student record.

You Have the Right to Feel Safe.
Academic and Career Advising Services (MLK Campus)
For more information contact Arianna Lay at 210-486-2381.

Event: New Student Orientation
Date/Time: Tuesdays 9:00 am – 12:00 pm
Wednesdays 3:00 pm – 6:00 pm
Location: Center for Learning Resources (CLR), Room 108
Summary: Check your student email as you will be receiving periodic email from your assigned Certified Academic Advisor with important information. You can register for New Student Orientation at https://www.alamo.edu/spc/academics/academic-resources/academic-advising/

Be Wise, Get Advised: Contact your Certified Advisor today. Below are the steps to identify who your advisor is:

1. Log into ACES
2. Click on the My Page tab (4th tab from the left)
3. Under Academic Profile (on the left) select the current term and press Go
4. Your advisor’s name will appear under the "Advisors" title
5. Visit your advisor

Banner ID and Photo ID Required!
Hours of Operation for Appointment Based Academic Advising:
Monday - Thursday: 8:00 am – 5:00 pm

Hours of Operation for Walk-In Academic Advising:
Wednesday: 5:00 pm – 7:00 pm
Friday: 1:00 pm – 5:00 pm
First Saturday of the month: 9:00 am – 1:00 pm

E-RSVP now in preparation to attend the UTSA and SPC Construction Science and Management Transfer Information Session for SPC Business Administration and Construction Business Management students interested in pursuing a degree in the UTSA program – May 2 at 11:00 a.m. in Morgan Gallery (Room 100), Watson Fine Arts Center. Meet individuals from UTSA and hear what they have to say while enjoying UTSA swag and food. Find details online, or email Christina Cortez at ccortez109@alamo.edu for details.
Academic and Career Advising Services (Continued)

For more information contact Arianna Lay at 210-486-2381.

Institute 1: Creative & Communication Arts
Larry Medina  lmedina46@alamo.edu
Victor Natera  vnatera@alamo.edu

Institute 2: Business & Entrepreneurship
Yolanda Ward  yward@alamo.edu
James Satchell  jsatchell@alamo.edu
Joseph Hernandez  jhernandez31@alamo.edu

Institute 3: Health & Biosciences
Janet Hart  jhart26@alamo.edu
Frances Calderon  fcalderon4@alamo.edu
Irma Lopez  isanchez17@alamo.edu
Teresa Hopwood  tHopwood2@alamo.edu
Tricia McElligott  tmcelligott@alamo.edu
Nathaniel Martinez  nmartinez324@alamo.edu
Doug Gable  dgable@alamo.edu
Carly Cobb  ccobb27@alamo.edu

Institute 4: Advanced Manufacturing & Logistics
Automotive Technology (MLK Campus)
Yvonne Benton  ybenton@alamo.edu
Christine Sauceda  csauceda1@alamo.edu
Konnie Harper-Thompson  kharper-thompson@alamo.edu

Institute 4: Advanced Manufacturing & Logistics (Southwest Campus)
Sarah Ramirez  sramirez260@alamo.edu
Carlos Solis  csolis@alamo.edu
Jennifer Salmeron  jleal@alamo.edu
Marisa Zertuche  mzertuche34@alamo.edu

Institute 5: Public Service
Yvonne Benton  ybenton@alamo.edu
Christine Sauceda  csauceda1@alamo.edu
Konnie Harper-Thompson  kharper-thompson@alamo.edu

Institute 6: Science & Technology
Meredith Bess  mbess@alamo.edu
Deborah Woods  dwoods54@alamo.edu
Monica Guerrero  mguerrero151@alamo.edu

Admissions (MLK Campus)
For more information contact Angela Molina at 210-486-2403.

Save time and money with the Summer Momentum Plan. The Alamo Colleges District offers eligible students a plan which allows students who earn 18-24 credit hours in the fall and spring semesters at any of the five colleges to get three to six FREE credit hours in the summer 2019 semester. For more information call 210-486-2700 or go to https://www.alamo.edu/admission--aid/paying-for-college/tuition-and-fees/summer-momentum-plan/.

Alumni Affairs (MLK Campus)
For more information contact Dr. Sharon Crockett-Ray at 210-486-2887.

The Alumni and Friends Association is committed to bringing together alumni and friends from all walks of life. We are a rapidly expanding organization and are proud to carry forward the St. Philip’s College legacy. If you are looking for a great way to stay in touch with SPC and the community, there is no better way than with a membership into the Alumni and Friends Association. Membership information is at https://www.alamo.edu/spc/alumni-affairs/.

Child Development Center (MLK Campus)
For more information contact Monica Guzman at 210-486-2501.

The Child Development Center (CDC), located at 2207 Wyoming Dr., provides excellent learning opportunities for every child. Payment assistance and subsidized rates are available for SPC students who qualify. For more information call us or visit https://www.alamo.edu/spc/child-dev-center/.
Bae-B-Safe (MLK Campus)
*For more information contact Tracy Watts at 210-486-2538.*

BAE-B-SAFE works to support educational success and increase graduation rates by preventing unplanned pregnancies and preparing young people with life skills to protect their future. Empower and educate yourself about healthy sexual behaviors. Participate in one of our programs to earn gift cards! Visit us in the Center for Health Professionals (CHP) Building, Room 202A. (Must be 14-19 years of age to participate.)

Business Office (MLK Campus)
*For more information contact Sofia Zavala at 210-486-2247.*

**Spring Hours:**
- Monday, Tuesday, Thursday, Friday: 8:00 am – 5:00 pm
- Wednesday: 8:00 am – 7:00 pm
- First Saturday of the month: 9:00 am – 1:00 pm

The Business Office staff can answer questions about billing, or tuition discounts and waivers. Students may also send email to dst-vbo2@alamo.edu. Learn more at [https://www.alamo.edu/district/business-office/](https://www.alamo.edu/district/business-office/).

Counseling Services (MLK Campus)
*For more information contact Rosalinda Rivas at 210-486-2333.*

**DACA Allies** - Find more resources (such as access to scholarships and legal assistance) for Deferred Action for Childhood Arrivals (DACA) at [https://www.alamo.edu/spc/admissions/specific-populations/daca/](https://www.alamo.edu/spc/admissions/specific-populations/daca/) or speak confidentially to District Coordinator Carmen de Luna Jones (210-485-2080), SPC Director Elizabeth Castillo (210-486-2473), or SPC Counselor Rosalinda Rivas (210-486-2117).

**Event:** Personal Counseling – A Safe Space  
**Date/Time:** Monday, Tuesday, Thursday, Friday: 8:00 am – 5:00 pm  
Wednesday: 10:00 am – 7:00 pm  
First Saturday of the month: 9:00 am – 1:00 pm

**Location:** Sutton Learning Center (SLC), Suite 102

**Summary:** May is Mental Health Month. Help fight stigma. We want to let others know there is hope and understanding for all. College students talk to Counselors about many different types of issues like career concerns, anxiety, academic stress, relationships, stress associated with deportation/family legal status, trauma, coping with illness, procrastination, and more. Counselors also provide referrals and community resources. Make an appointment with a Counselor at 210-486-2333 if you want to talk about strategies that can help you manage your stress, school and life activities. See important links on our website: [https://www.alamo.edu/spc/experience-spc/current-students/support-centers/counseling-services/](https://www.alamo.edu/spc/experience-spc/current-students/support-centers/counseling-services/).
Disability Services (MLK Campus)
For more information contact Maria Botello at 210-486-2199.

Event: Schedule your appointment. To be eligible for disability-related services, students must have a disability as defined by the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973.

Date/Time: Monday, Tuesday, Thursday, Friday 8:00 am – 5:00 pm
Wednesday 8:00 am – 7:00 pm
First Saturday of the month 9:00 am – 1:00 pm

Location: Sutton Learning Center (SLC), Suite 102

Summary: Disability Services ensures reasonable academic support to qualifying students with disabilities. We follow national best practices to ensure that our students have access to the latest information and technologies. Disability Services is a hub of activities, support, referrals and encouragement for our students with disabilities. For more information and access to the online registration system, visit https://www.alamo.edu/spc/experience-spc/current-students/support-centers/disability-services/.

Good Samaritan Veteran’s Outreach & Transition Center (MLK Campus)
For more information contact William Moseley at 210-486-2506.

The GSVOTC, located at 202 Connelly St. (near the St. Philip’s College campus), provides free personalized services to active duty service members, veterans, their families and the community. This includes referral services, job training, financial counseling, health and wellness, business start-up, and academic advisement. We now provide no cost legal services by a licensed attorney. See us Monday - Friday 8:00 am - 5:00 pm.

The Selective Service System (United States Government) is reminding all men between the ages of 18 and 25 (regardless of citizenship) to register within 30 days of their 18th birthday. This is the law. Late registrations are accepted until a man reaches his 26th birthday. A person’s status, whether documented or undocumented, is not shared -- this policy remains in force. Registration forms (SSS Form 1) are available at any U.S. post office and a fillable PDF form is available at https://www.sss.gov.

International Student Services (MLK Campus)
For more information contact Meredith Bess at 210-486-2147.

Event: Resources for F-1 and M-1 visa holders

Date/Time: Monday, Tuesday, Thursday, Friday 8:00 am – 5:00 pm
Wednesday 8:00 am – 7:00 pm
First Saturday of the month 9:00 am – 1:00 pm

Location: Welcome Enrollment Center (WEC), Room 106-J

Summary: International Student Services provides many resources for F-1 and M-1 visa holders. We offer individual advising and services in the following areas:

- Immigration matters, such as obtaining F-1 student visas, maintaining full-time enrollment, transferring administration of your SEVIS I-20 record between schools, and traveling outside of the United States
- Employment restrictions and options and obtaining work authorization
- Information about medical insurance coverage
- Adjustment to St. Philip’s College and to life in San Antonio and the United States
International Student Services (continued)
For more information contact Meredith Bess at 210-486-2147.

- Provide letters for verification of your F-1 status for various purposes, such as obtaining a Texas driver’s license or identification card
- Academic advising available to assist ELL and international students with course and program planning
- For more information visit https://www.alamo.edu/spc/admissions/specific-populations/international-student-services/

Library Resources and Services (MLK Campus)
For more information contact April Schramm (210-486-2357) or Andrew Rivera (210-486-2564).

**Event:** Spring Hours:
**Date/Time:**
- Monday – Thursday  7:00 am – 8:00 pm
- Friday  7:00 am – 5:00 pm
- Saturday  9:00 am – 3:00 pm
**Location:** Center for Learning Resources (CLR)
**Summary:** Individual Research Assistance Appointments are available at both campuses, to request an appointment go to https://www.alamo.edu/spc/experience-spc/current-students/student-resources/library/ira-form/. In-Library Use Laptops are now available!!! Please see the Circulation Desk on the first floor of the library for more information!

The Library’s spring 2019 survey is live on our website now!!! Let us know how we are doing!


**SPC is Growing!**

Be patient as you find your new favorite parking lot. There are enough spaces for everyone.

Road closures: Montana St. will be closed between Mittman St. and Walters St.
To check for updates and view map visit [https://www.alamo.edu/spc/cip](https://www.alamo.edu/spc/cip)

**Inclement Weather Closure**

Please be safe and take precaution. For the most up-to-date information on college closures, go to [alamo.edu/spc](https://alamo.edu/spc) or check social media channels.

The weather line is: 210-485-0189
Military Support Services (Off-Campus Military Sites)

For more information contact Betsy Hamilton at 210-486-2610.

The Military Support Services (MSS) Team is honored to serve our Active Duty Military, National Guard, Reserve students and their dependents at SPC and at Joint Base San Antonio. Email the Team at dst-military@alamo.edu.

Available Services includes, but is not limited to:

- Academic and career exploration and information
- Admission and enrollment services
- Placement and Texas Success Initiative (TSI) questions
- Residency classification issues
- ACES (Student Portal) navigation assistance
- Basic financial aid assistance
- Tuition Assistance (TA) and MyCAA* funding help and information
- Preliminary advisement, Military and MyCAA* education and training plans
- Graduation applications
- Referrals

*Military Spouse Career Advancement Account

Schedules Supporting our Military and Veteran Families

- PRIORITY ENROLLMENT for our military and veteran-connected students:
- RESERVED Joint Base San Antonio Courses (Lackland, Randolph and Fort Sam Houston)
- RESERVED Online Courses
- RESERVED Science Courses –see schedule in ACES

For more information, view our webpages:

**JBSA- Ft. Sam Houston**

[www.alamo.edu/fortsam](http://www.alamo.edu/fortsam)

2408 N. New Braunfels
Bldg. 2248, Room 207
Office (210) 486-2004

Classroom Location
Trailer #4011A
2427 Hood St.

**JBSA –Lackland**

[www.alamo.edu/lackland](http://www.alamo.edu/lackland)

1550 Wurtsmith St.
Bldg. 5725, Room 144
Office (210) 486-7224

Classroom Location
Bldg. 5725
1550 Wurtsmith St.

**JBSA- Randolph**

[www.alamo.edu/randolph](http://www.alamo.edu/randolph)

301 B Street West,
Bldg. 208, Room 10
Office (210) 486-2901

Classroom Location
Bldg. 208
301 B Street West

Phi Theta Kappa Honor Society (MLK Campus)

For more information contact Maria Botello at 210-486-2199.

Students who have a cumulative (overall) GPA of 3.5 or higher and have completed at least 12 college hours are qualified! Graduate with honors by accepting membership! For more information about this award winning honor society, contact a Chapter advisor at [https://www.alamo.edu/spc/experience-spc/campus-life/get-involved/honor-society/](https://www.alamo.edu/spc/experience-spc/campus-life/get-involved/honor-society/) and visit the organization’s website [http://www.ptk.org/Join.aspx](http://www.ptk.org/Join.aspx).

Records and Registration (MLK Campus)

For more information contact Tracy Shelton at 210-486-2292.

Contact staff in Records and Registration or Admissions, to get answers about FERPA, cumulative hours, grades, GPA, etc. You can find resources to help continue your journey here at SPC. The staff is dedicated to your success as a student. Let us know how we can help by calling 210-486-2700, or visiting [https://www.alamo.edu/spc/experience-spc/current-students/records-and-transcripts/](https://www.alamo.edu/spc/experience-spc/current-students/records-and-transcripts/).
Records and Registration (continued)
For more information contact Tracy Shelton at 210-486-2292.

Cap and Gown Pick-Up: Students participating in the Spring 2019 Graduation Ceremony may pick up their regalia through May 7 in the Welcome Enrollment Center (WEC), Room 203. Graduation is May 10, 7:00 pm in Freeman Coliseum. Email spc-gradadv@alamo.edu for details.

I-Grades: The last day for Incomplete "I" Grades to be completed are as follows:

<table>
<thead>
<tr>
<th>Due Date</th>
<th>For all parts of the term</th>
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</thead>
<tbody>
<tr>
<td>September 16, 2019</td>
<td>Spring 2019</td>
</tr>
<tr>
<td>December 16, 2019</td>
<td>Summer 2019</td>
</tr>
</tbody>
</table>

Congratulations,
Spring 2019 Graduates!

St. Philip's College's

Do you want to give feedback to SPC? Did you have a great experience with a service offered at the college or do you want something addressed? You can now do that with our "Feed the Tiger" form. Share your thoughts with us. We want to hear from you and address your concerns. Click on the orange button at http://spcweb.alamo.edu/feedback/index.html.

Strategies of Behavioral Intervention (MLK Campus)
For more information contact Maria Botello at 210-486-2199.

The Strategies of Behavioral Intervention (SOBI) mission is to promote student, faculty and staff success and campus safety. The SOBI protocol guides our college community to recognize, prevent and respond to incidents.
Student Conduct/Title IX (MLK Campus)
For more information contact John Martin at 210-486-2746.

All entering freshmen, former and transfer students are now required to complete “Sexual Assault Prevention for Community Colleges”. Registration holds have been placed on student accounts who still need this training. The exam at the end of the training is required to document your completion.

To complete the training:
1. Login to ACES at https://alamoaces.alamo.edu
2. Select the Student Tab
3. Click the link located in the AlamoCARES box to begin the training

Student Financial Services (MLK Campus)
For more information contact Grace Zapata 210-486-2269.

Summer Financial Aid: Don’t forget to apply for summer financial aid through your ACES portal beginning April 4. Last day to apply is July 15. Stop by to learn more about Federal Work Study positions and the application process. Visit the financial aid office team for eligibility requirements and information on how to apply.

Financial Aid Appeals for the Fall 2019 semester are examined in the following three-step process:

- Visit the financial aid office team for more information on how to apply and eligibility requirements
- Meet with your Academic Advisor
- Appeal via ACES May 1 - June 27, 2019

For more Financial Aid news call 210-21ALAMO (210-212-5266), or visit: https://www.alamo.edu/spc/admissions/pay-for-college/financial-aid/.

Student Life (MLK Campus)
For more information contact Dr. Angela McPherson Williams at 210-486-2090.

OrgSync is now AlamoSync! Please check it out by logging into ACES, click the student tab, and scroll down until you see the AlamoSync logo. Let the Department of Student Life know if you need assistance.

Event: Spirit Day with Birthday Cake
Date/Time: May 1 11:00 am – 1:00 pm
Location: Turbon Student Center (TSC), 1st Floor Lobby
Summary: Wear blue and white to show your school spirit and enjoy some birthday cake!
Student Life (MLK Campus)
For more information contact Dr. Angela McPherson Williams at 210-486-2090.

Event: **EMBODI Men of Color Conference – Developing Men of Character**
Date/Time: May 4
Location: Sutton Learning Center (SLC), Bowden Alumni Center, 3rd Floor
Summary: St. Philip's College is hosting the annual EMBODI Conference on Saturday, May 4th. EMBODI stands for Empowering Males to Build Opportunities for Developing Independence. The event is free and breakfast and lunch are provided. The event is a youth development experience for young men ages 11 – 18 (Middle School through High School) and college men. There are still spaces available in both the Middle and High School strands. If you know a young man that would benefit from a one-day activity that will engage him in career exploration, financial literacy, ethical decision making and much more; sign him up TODAY! To register visit [https://www.alamo.edu/spc/experience-sp/campus-life/student-life/embodi/](https://www.alamo.edu/spc/experience-sp/campus-life/student-life/embodi/) and complete the Online Application. Direct questions to John Martin at jmartin139@alamo.edu.

Event: **Lunch and Lead Session**
Date/Time: May 10
Location: Turbon Student Center (TSC), Rooms 203 and 204
Summary: Come join us for an engaging hour of leadership, event planning support, and essential updates from the Department of Student Life. RSVP in AlamoSYNC. Brunch will be provided.

Event: **Power up for Finals – Stress Relief**
Date/Time: May 13-14
Location: Turbon Student Center (TSC), 1st Floor Lobby
Summary: Come relieve the stress of Finals Week with helpful tips and snacks to keep you going!

Event: **SPC Welcomes New Tigers for the Maymester Session**
Date/Time: May 20-21
Location: Center for Learning resources, Breezeway
Summary: Look for the blue tents! The Department of Student Life will assist in printing schedules, giving directions, maps and a snack.

Event: **Tiger National Volunteer Opportunities**
Date/Time: May 25
Location: Frank Garrett YMCA, 1226 NW 18th Street
Summary: Collaborative Community Children’s Coalition picnic. Call Lt. Dan at 210-900-9121 or 336-338-2760 for the times volunteers are needed.

Unlimited bus ridership!
TEAS Testing at SPC:  TEAS testing is available in Center for Health Professions, Room 301, on these dates (online pre-registration is required at www.ATItesting.com):

- **Thursdays** | May 2 | May 16 | June 6 | June 20 | July 11 | Email mholguin25@alamo.edu for details.
- **Saturdays** | May 11 | June 15 | July 13 | Email mholguin25@alamo.edu for details.

Tiger PAWS Literary Art Journal (MLK Campus)
*For more information contact Jamie Miranda at 210-486-2722.*

**Event:** Spring 2019 Publication Event  
**Date/Time:** May 1 4:30 p.m.  
**Location:** Sutton Learning Center (SLC), Bowden Alumni Center, 3rd Floor  
**Summary:** All are encouraged to attend the Spring 2019 Publication Event showcasing the writing (in both English and Spanish), and artwork prepared by SPC students. To learn more click online or visit https://www.alamo.edu/spc/experience-spc/campus-life/get-involved/clubs-and-organizations/tigerpaws/.

Tutoring Services and Service Learning (MLK Campus)
*For more information contact Elizabeth Castillo at 210-486-2473.*

**DACA Allies**
Speak confidentially to District Coordinator Carmen de Luna Jones (210-485-2080), SPC Director Liz Castillo (210-486-2473), or SPC Counselor Rosalinda Rivas (210-486-2117). Find additional resources for Deferred Action for Childhood Arrivals (DACA) at https://www.alamo.edu/spc/admissions/specific-populations/daca/.

**SPC Safe SPACE Student Success & Advocacy Center**
**Event:** Helping Students Succeed at SPC  
**Location:** Sutton Learning Center (SLC), Suite 102  
**Summary:** The SPC Safe SPACE Student Success & Advocacy Center provides free services for students such as a quick Grab ’N Go snack, and possible access to a one-time emergency aid program through Trellis. Learn more by contacting Liz Castillo (210-486-2473), or Enida Rehome (210-486-2140).

**Financial Literacy**
**Event:** Free Online Financial Coaching  
**Date/Time:** By appointment  
**Location:** https://www.aie.org/coaching/  
**Summary:** This free service in partnership with Trellis is designed to help you make smart financial decisions. For more information contact Enida Rehome at 210-486-2140.
Tutoring Services and Service Learning (continued)

For more information contact Elizabeth Castillo at 210-486-2473.

Tutoring Services and Perpetual Book Loan Program

Event: General tutoring, a great place to study, and free Book Loan Program!
Date/Time: Monday – Thursday 8:00 am – 7:00 pm
Friday 8:00 am – 5:00 pm
Saturday 10:00 am – 3:00 pm
Location: Center for Learning Resources (CLR), 3rd floor Lobby (Circulation Desk)
Summary: Tutoring in speech, history, business, accounting (I and II) and Spanish. Call 210-486-2527 or visit https://www.alamo.edu/spc/academics/academic-resources/tutoring-centers/tutoring-and-technology-center/. The Perpetual Book Loan Program is offered year-round and is available via online reservations at https://www.alamo.edu/spc/experience-spc/current-students/student-resources/book-loan-program/. For more information contact Liz Castillo at 210-486-2473.

Tutoring and Technology Center

Event: Relax Fest
Date/Time: Tuesday May 7 10:00am-2:00pm
Location: Center for Health Professions (CHP), Room 120
Summary: Soothing Sounds/Images and Crafts to calm your senses

Veterans Affairs (MLK Campus)

For more information contact Veronica Griego at 210-486-2540.

Veterans Affairs
Tony Gable lgable@alamo.edu 210-486-2521
Certified Academic Advisors: Gloria (Maria) De Luna mdeluna@alamo.edu 210-486-2522
Alicia Stolte astolte2@alamo.edu 210-486-2539

If you receive GI Bill Educational Benefits and are certified at least ¾ time, you could be eligible to work for the Veterans Affairs office. The federal work study positions have flexible work schedules. To apply, call 210-486-2111, or visit https://www.alamo.edu/spc/admissions/specific-populations/military-dependents/veteran-affairs/.

Event: Veterans Graduation Luncheon
Date/Time: May 3 12:00 pm – 1:30 pm
Location: Sutton Learning Center (SLC), Bowden Alumni Center, 3rd Floor
Summary: A luncheon honoring military, veteran and dependent students at SPC. If you are a veteran or active duty member and graduating from SPC this spring, please RSVP to 210-486-2540. For more information email astolte2@alamo.edu.

Attend the UTSA and SPC Construction Science and Management Transfer Information Session for SPC Business Administration and Construction Business Management students interested in pursuing a degree in the UTSA program. Event is May 2 at 11:00 a.m. SEE PAGE 3 FOR DETAILS.
Academic and Career Advising Services (SW Campus)
For more information contact Gina Jasso at 210-486-7185.

Event: New Student Orientation
Date/Time: Mondays 9:30 am – 12:30 pm
Location: Industrial Technology Center (ITC), Bldg. 1, Student Services Conference Room B-172A
Summary: Check your student email as you will be receiving periodic email from your assigned Certified Academic Advisor with important information. You can register for New Student Orientation at http://spcweb.alamo.edu/StudentSuccess/Registration.aspx.

Event: Academic Advising by Appointment
Location: Industrial Technology Center (ITC), Bldg. 1, Student Services Room B-172
Summary: The SWC Advising hotline is 210-486-7281. Please monitor your student ACES email account for important appointment links from your advisor.

Business Office (SW Campus)
For more information contact Claudia Hernandez at 210-486-7002.

Event: Spring Hours
Date/Time: Monday, Tuesday, Thursday 9:00 am – 1:00 pm (closed 1:00 pm – 1:30 pm)
Wednesday 8:30 am – 3:30 pm (closed 12:30 pm – 1:00 pm)
Location: Industrial Technology Center (ITC), Bldg. 1, Student Services, Room B-172
Summary: The staff can answer questions about billing, or tuition discounts and waivers. For additional services visit https://www.alamo.edu/district/business-office/.

Centers of Excellence for Math and Science (SW Campus)
For more information contact Maria Rodriguez at 210-486-7123, or Dr. Jo D. Duncan at 210-486-7121.

Our programs focus on expanding college and career awareness of science, technology, engineering and mathematics (STEM). Students that engage with us can receive a stipend for their time and effort. Call us, or refer to our website at https://www.alamo.edu/spc/academics/academic-centers/centers-of-excellence/centers-of-excellence-science/.

Counseling Services (SW Campus)
For more information contact Rosalinda Rivas at 210-486-2333.

DACA Allies - Find scholarships and legal assistance for Deferred Action for Childhood Arrivals (DACA) at https://www.alamo.edu/spc/admissions/specific-populations/daca/ or speak confidentially to District Coordinator Carmen de Luna Jones (210-485-2080), SPC Director Elizabeth Castillo (210-486-2473), or SPC Counselor Rosalinda Rivas (210-486-2117).

Substance Abuse and Mental Health Services Administration (SAMHSA)
1-800-662-HELP (4357)
TTY: 1-800-487-4889
Treatment referral and info 24/7
www.samhsa.gov/find-help/national-helpline

Counselors can help address problems that interfere with your academic growth in college. See a Counselor if you believe your substance use is affecting your academic success.

SAMHSA’s Free Mobile Apps: Substance Use Treatment Locator:
https://www.samhsa.gov/search_results?k= substance+use+ treatment+ locator
Counseling Services (continued)
For more information contact Rosalinda Rivas at 210-486-2333.

Event: Personal Counseling – A Safe Space
Date/Time: Monday, Wednesday 8:00 am – 5:00 pm
Location: Industrial Technology Center (ITC), Bldg. 1, Room A-135

Summary: May is Mental Health Month. Help fight stigma. We want to let others know there is hope and understanding for all. College students talk to Counselors about many different types of issues like career and academic concerns, anxiety, relationships, stress associated with deportation/family legal status, trauma, coping with illness, procrastination, and more. Counselors also provide referrals and community resource information. Let’s talk about strategies that can help you manage your stress, school and life activities. See important resources at https://www.alamo.edu/spc/experience-spc/current-students/support-centers/counseling-services/.

Disability Services (SW Campus)
For more information contact Maria Botello at 210-486-2199.

Event: Schedule your appointment. To be eligible for disability-related services, students must have a disability as defined by the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973.
Date/Time: Tuesday and Thursday 8:00 am – 5:00 pm
Location: Industrial Technology Center (ITC), Bldg. 1, Room A-135
Summary: Disability Services ensures reasonable academic support to qualifying students with disabilities. We follow national best practices to ensure that our students have access to the latest information and technologies. DS provides support, referrals and encouragement for our students with disabilities. See https://www.alamo.edu/spc/experience-spc/current-students/support-centers/disability-services/.

Library Resources and Services (SW Campus)
For more information contact April Schramm (210-486-2357) or Andrew Rivera (210-486-2564).

Event: Spring Hours
Date/Time: Monday – Thursday 8:00 am – 7:00 pm
Friday 8:00 am – 5:00 pm
Location: Industrial Technology Center (ITC), Bldg. 1, Room C-123
Summary: Individual Research Assistance Appointments are available at both campuses, to request an appointment go to https://www.alamo.edu/spc/experience-spc/current-students/student-resources/library/ira-form/. In-Library Use Laptops are now available!!! Please see the Circulation Desk on the first floor of the library for more information!

The Library’s spring 2019 survey is live on our website now!!! Let us know how we are doing!
https://spcguide.libguides.com/c.php?g=478209&p=3269734
Student Financial Services (SW Campus)
For more information contact Grace Zapata 210-486-2269.

Event: Summer Financial Aid
Day/Time: Monday, Tuesday, Thursday, Friday 8:00 am – 12 noon
            Wednesday 3:00 pm – 7:00 pm
Location: Industrial Technology Center (ITC), Bldg. 1, Student Services Room B-172
Summary: Don't forget to apply for summer financial aid through your ACES portal beginning April 4. Last day to apply is July 15. No appointment necessary. Stop by to see the Financial Aid Advisors at SWC to learn more about Federal Work Study positions and the application process. Visit the financial aid office team for eligibility requirements and information on how to apply.

Event: Financial Aid Appeals for the Fall 2019 semester
Summary: Financial Aid Appeals for the Fall 2019 semester are examined in the following three-step process:

- Visit the financial aid office team for more information on how to apply and eligibility requirements
- Meet with your Academic Advisor
- Appeal via ACES May 1- June 27, 2019

For more Financial Aid news call 210-21ALAMO (210-212-5266), or visit: https://www.alamo.edu/spc/admissions/pay-for-college/financial-aid/.

Career Prep
The Alamo Colleges student source for community work-study* opportunities.
Go to https://www.alamo.edu/careerprep

*Requires financial aid eligibility

Student Life (SW Campus)
For more information contact Paul Lede at 210-486-2581.

Event: Spirit Day with Birthday Cake
Date/Time: May 1 11:00 am – 1:00 pm
Location: Industrial Technology Center (ITC), Bldg. 1, Crossroads
Summary: Wear blue and white to show your school spirit and enjoy some birthday cake!

Event: Lunch and Lead Session
Date/Time: May 10 12:00 pm – 1:00 am
Location: Industrial Technology Center (ITC), Bldg. 1, Student Support Services Conference Room, B-172A
Summary: Come join us for an engaging hour of leadership, event planning support, and essential updates from the Department of Student Life. RSVP in AlamoSYNC. Brunch will be provided.
Student Life (continued)
For more information contact Paul Lede at 210-486-2581.

Event: Power up for Finals – Stress Relief
Date/Time: May 13-14 8:00 am – 12:00 pm
Location: Industrial Technology Center (ITC), Bldg. 1, Crossroads
Summary: Come relieve the stress of Finals Week with helpful tips and snacks to keep you going!

Event: SPC Welcomes New Tigers for the Maymester Session
Date/Time: May 20-21 8:00 am – 12:00 pm
Location: Industrial Technology Center (ITC), Bldg. 1, Crossroads
Summary: Look for the Welcome Tables! The Department of Student Life will assist in printing schedules, giving directions, maps and a snack.

Tutoring Services & Service Learning (SW Campus)
For more information contact Elizabeth Castillo at 210-486-2473.

DACA Allies - Find more resources (such as access to scholarships and legal assistance) for Deferred Action for Childhood Arrivals (DACA) at https://www.alamo.edu/spc/admissions/specific-populations/daca/, or speak confidentially to District Coordinator Carmen de Luna Jones (210-485-2080), SPC Director Liz Castillo (210-486-2473), or SPC Counselor Rosalinda Rivas (210-486-2117).

SPC Safe SPACE Student Success & Advocacy Center
Event: Helping Students Succeed at SPC-SWC
Location: Industrial Technology Center (ITC), Bldg. 1, Student Services Room B-172
Summary: The SPC Safe SPACE Student Success & Advocacy Center provides free services for students such as a quick Grab ‘N Go snack, and possible access to a one-time emergency aid program through Trellis. Learn more by contacting Liz Castillo at 210-486-2473, or Enida Rehome at 210-486-2140.

Financial Literacy Program
Event: Free Online Financial Coaching
Date/Time: By appointment
Location: https://www.aie.org/coaching/
Summary: This free service in partnership with Trellis is designed to help you make smart financial decisions. For more information contact Enida Rehome at 210-486-2140.

Tutoring Services and Perpetual Book Loan Program
Event: General tutoring, a great place to study, and free Book Loan Program!
Date/Time: Tuesday and Thursday 10:00 am – 12:00 pm, and 1:00 pm – 4:00 pm
Location: Industrial Technology Center (ITC), Bldg. 1, Library, Room C-123N
Summary: Tutoring in speech, history, business, accounting (I and II) and Spanish. Call 210-486-2527 or visit https://www.alamo.edu/spc/academics/academic-resources/tutoring-centers/tutoring-and-technology-center/. The Perpetual Book Loan Program is offered year-round and is available via online reservations at https://www.alamo.edu/spc/experience-spc/current-students/student-resources/book-loan-program/. For more information contact Liz Castillo at 210-486-2473.
Tutoring Services & Service Learning (continued)
For more information contact Elizabeth Castillo at 210-486-2473.

Tutoring and Technology Center
Event: Relax Fest
Date/Time: May 7 10:00 am – 2:00 pm
Location: Industrial Technology Center (ITC), Bldg. 1, Library
Summary: Let us treat you to soothing sounds and images, and crafts to calm your senses. For more information contact Jared Boggs at 210-486-2517.

Veterans Affairs (SW Campus)
For more information contact Veronica Griego at 210-486-2540.

Veterans Affairs
Tony Gable lgable@alamo.edu 210-486-2521
Certified Academic Advisors: Gloria (Maria) De Luna mdeluna@alamo.edu 210-486-2522
Alicia Stolte astolte2@alamo.edu 210-486-2539

Event: Spring Office Hours
Day/Time: Tuesdays 8:00 am – 12 noon
Wednesdays 3:00 pm – 7:00 pm
Location: Advising Office, Industrial Technology Center (ITC), Bldg. 1, Student Services Room B-172
Summary: Stop by to see the VA Academic Advisors at SWC. See important links on our website at https://www.alamo.edu/spc/admissions/specific-populations/military-dependents/veteran-affairs/.

Event: Veterans Graduation Luncheon
(See announcement on page 14.) For more information call 210-486-2540, or email astolte2@alamo.edu.

Workforce Solutions Alamo (SW Campus)
For more information contact Andrea Curd or Oscar Acosta at 210-486-2008.

Event: Ready, Set, Go! Start Your Career - We Help with Employment Information and Opportunities
Date/Time: Wednesday and Thursday 8:00 am – 5:00 pm
Location: Industrial Technology Center (ITC), Bldg. 1, Room D-109
Summary: A case manager is available two days per week to assist students with internships, job search skills and employment opportunities in the occupational fields of Information Technology, Advanced Manufacturing, Heath and Construction. We will also host career fairs on both campuses.

May 12th
Happy Mother’s Day!
Deferred Action for Childhood Arrivals (DACA)
For more information contact Carmen de Luna Jones at 210-485-0280.

To locate resources on immigrant rights to advocate for yourself and protect your community, visit https://www.alamo.edu/spc/admissions/specific-populations/daca/. View an important immigrant's training video, "Know Your Rights & Family Preparedness". The video can also be viewed in Spanish.

What should I do if I believe an enforcement action has taken place that is inconsistent with this guidance? DHS has explained that there are a number of locations where an individual may lodge a complaint with DHS about a particular immigration enforcement action that may have taken place in violation of these or other policies. You may find information about these locations, and information about how to file a complaint, on the DHS website at https://www.dhs.gov/, the CBP website at https://www.cbp.gov/, or ICE website at https://www.ice.gov/.

You may contact ICE Enforcement and Removal Operations (ERO) through the Detention Reporting and Information Line at 888-351-4024 or through the ERO information email address at ERO.INFO@ice.dhs.gov, also available at https://www.ice.gov/webform/ero-contact-form. The Civil Liberties Division of the ICE Office of Diversity and Civil Rights may be contacted at 202-732-0092 or ICE.Civil.Liberties@ice.dhs.gov.

You may contact the CBP Information Center to file a complaint or compliment via phone at 877-227-5511, or submit an email through the website at https://help.cbp.gov.

Where should I report discrimination if I believe it is taking place in my school? Anyone with information about discrimination occurring in schools, including discrimination on the basis of race, color, or national origin (which may include citizenship or immigration status), may file a complaint by contacting the U.S. Department of Education, Office for Civil Rights via https://www.state.gov/s/ocr/, 800-421-3481 or TDD: 800-877-8339 (for language assistance contact 800-USA-LEARN (800-872-5327)) or by contacting the U.S. Department of Justice, Civil Rights Division, Educational Opportunities Section via https://www.justice.gov/crt/educational-opportunities-section, 877-292-3804, or TTY: 800-514-0383.

Will enforcement actions ever occur at sensitive locations? DHS has explained that immigration enforcement actions may occur at sensitive locations in limited circumstances, but should generally be avoided. DHS officers and agents from U.S. Immigration and Customs Enforcement (ICE) or U.S. Customs and Border Protection (CBP) may conduct an enforcement action at a sensitive location only with prior approval from an appropriate supervisory DHS official, or if the enforcement action involves exigent circumstances related to national security, terrorism, or public safety, or where there is imminent risk of destruction of evidence material to an ongoing criminal case.

For more information about these civil rights protections, please see the U.S. Department of Education (ED) and U.S. Department of Justice joint Dear Colleague letter https://www2.ed.gov/about/offices/list/ocr/letters/colleague-201309.html
FACT SHEET FOR FAMILIES AND SCHOOL STAFF: LIMITATIONS ON DHS IMMIGRATION ENFORCEMENT ACTIONS AT SENSITIVE LOCATIONS

All children have a right to a free public education, regardless of their actual or perceived immigration or citizenship status or that of their parents. Education leaders, teachers, students, and families, have asked questions about guidance that was released by the U.S. Department of Homeland Security (DHS) that limits immigration enforcement actions from occurring at schools and other “sensitive locations.” This DHS guidance is at: https://www.cbp.gov/border-security/sensitive-locations-faq. To respond to those questions, the U.S. Department of Education has worked with DHS to prepare this fact sheet, intended to help parents, families, educators, and other school staff understand the DHS guidance.

In general, DHS has explained that immigration enforcement actions may not occur at or in “sensitive locations.”

These locations include:

Schools, such as known and licensed daycares, preschools and other early learning programs; primary schools; secondary schools; post-secondary schools up to and including colleges and universities, as well as scholastic or education-related activities or events.

School bus stops that are marked and/or known to the officer, during periods when children are present at the stop.

Medical treatment and health care facilities, such as hospitals, doctors’ offices, accredited health clinics, and emergent or urgent care facilities.

Places of worship, such as churches, synagogues, mosques, and temples.

Religious or civil ceremonies or observances, such as funerals and weddings.

During public demonstrations, such as a march, rally, or parade.
CSA, Immigration Services
For more information contact Tino Gallegos at 210-207-8993.

The San Antonio Public Library has a guide of citizenship resources available at the library (click on the link) or refer to:


Share your news and refer your friends: If you have news you want to share, please email it to the Immigration Liaison: tino.gallegos@sanantonio.gov

For an archive of past issues or to refer a friend to join the mailing list please visit: https://www.sanantonio.gov/humanservices/ImmigrationServices/NewsletterArchive.

Comparta sus noticias e invita a sus amigos
Si tiene noticias o eventos que quiere compartir con la comunidad, favor de enviarlas al coordinador de inmigración: tino.gallegos@sanantonio.gov.

Para ver ediciones anteriores del Boletín o para invitar a un amigo recibir el boletín visita: https://www.sanantonio.gov/humanservices/ImmigrationServices/NewsletterArchive.

Scholarships and Giving Back Opportunities
The 2019 - 2020 SPC Scholarship on-line application opens January 7, 2019. The Priority Deadline is March 31 and the Final Deadline is September 8. Amounts vary from $150 - $4,000. All students are encouraged to apply at alamo.edu/spc/admissions/pay-for-college/scholarships/.

The 2019 - 2020 T-STEM Scholarship is still available for declared science, technology, engineering or mathematics programs, including specific Allied Health, Advanced Machining, and Aviation. Bring your high school transcript to the Scholarship Office in SLC, 319E for review of eligibility. Amounts up to $2,500. Contact Gloria Hernandez, 210-486-2498. Click on Learn more or visit https://www.alamo-colleges/current-students/student-opportunities/t-stem-scholarships/.
U.S. Congressman Lloyd Doggett Seeks Interns for S.A. District Office

Attention All St. Philip’s College SGA Representatives: Congressional interns are an integral part of the public service provided by our office (constituent services, community outreach; communicating with constituents, legislative work). Good communication, writing, and computer skills are essential. SGA representatives interested in an internship should submit a resume, cover letter, and a list of three references via email to brendan.kennedy@mail.house.gov. No calls or drop-ins.

Applications are being accepted now and will be considered on a rolling basis.

College for All Texans: 2018-19 Educational Aid Exemption (EAE) Application

For more information, contact Alan David Ahmad at 210-485-0613.

The EAE is available to eligible students taking courses toward teacher certification and pays for the tuition and required fees for said coursework in the semester for which it was applied. The Advisor-Cert-Form is also available in the Student Financial Services office on your campus. For more information go to http://www.collegeforalltexans.com/apps/financialaid/tofa2.cfm?ID=572.

1. Both the student and authorized school official (at the place of their employment verifying employment) must complete and sign off on the application.
2. The completed application is brought to the SPC Certified Academic Advisor.
3. The Certified Academic Advisor completes the Advisor-Cert-Form.
4. Your completed forms and information are forwarded to the Student Financial Services office on your campus.
5. Awarding and applying the funds will be processed by the office of Student Financial Services on your campus.
6. Application must be completed and processed each semester that student is seeking funds.

AAAS IF/THEN Ambassadors

The AAAS IF/THEN Ambassadors program furthers women in science, technology, engineering and mathematics by empowering current innovators and inspiring the next generation of pioneers. For more information about the program click here. To check eligibility click here. For a list of required materials click here.

If you have questions, find FAQs here or email us. Follow us on Twitter @MeetAScientist.

Apply Online Today!

2020census.gov/jobs
1-855-JOB-2020 (1-855-562-2020)
Federal Relay Service: (800) 877-8339 TTY / ASCII www.gsa.gov/fedrelay
Anderson Marketing Group (AMG), a San Antonio-based agency, is one of the most respected full-service marketing, branding and advertising agencies in South and Central Texas. With the exception of public relations, AMG has all of the departments you would expect in a traditional agency environment: account service, creative, production, administrative, media, interactive and digital.

AMG is currently open to hiring one Social Media Intern for summer 2019. The intern program will give the intern an opportunity to gain experience in the following areas:

- **CREATIVE DEVELOPMENT**
  - Create, curate, and implement captivating social media content, to include photos, videos, graphics, and other multi-media
  - Write compelling copy for social media posts
  - Assist in planning paid and organic social media campaigns

- **SOCIAL MEDIA STRATEGY**
  - Schedule social media posts
  - Identify social media trends and developments and strategize ways to apply them to current and future campaigns
  - Monitor analytics with Social Media Team to identify strengths and areas of improvement and modify approach accordingly

- **ACCOUNT SERVICE**
  - Develop content calendars on a weekly and monthly basis for company clients
  - Assist in attaining approval of content calendars

Applicants must meet the following qualifications:

- Must be familiar with social media channels such as Facebook, Twitter, and Instagram (Snapchat, LinkedIn, and Pinterest a plus)
- Must be familiar with a social media scheduling platform such as Hootesuite, Buffer, etc.

**Specifics**
- **Number of internships available:** 1
- **Length of internship:** one semester
- **Number of hour weekly:** less than 20
- **Workschedule:** regular schedule once work days/times are negotiated
- **Location of internship:** Blanco and Loop 410 area
- **Hourly pay:** $7.25
- **Deadline to submit resume:** Friday, May 3, 2019

**Questions/resume submission:** mtrevino114@alamo.edu 210-486-5900
2019	College Bookstore
Intern/Part-Time Job Opportunity

Bring your energy and enthusiasm to this leadership role at Follett Higher Education Group (bookstore) by developing relationships and implementing key marketing efforts on campus with students, faculty, and staff.

Key components of this position include:

- Textbook department marketing (Buybacks, Campus Store Advisory Council Meetings, Faculty/Senate Meetings)
- GM marketing (Grad Faire, Athletic events offsite, Alumni Association events)
- Meet with Student Government through the year to host small focus groups
- Build key partnerships with college organizations & departments for promotional opportunities & special events
- Develop and execute strategic campus/community outreach plans
- Providing outstanding customer service using Follett’s E.X.C.E.L. customer service model to a diverse customer base, including faculty, students and staff. Greet customers and render assistance as necessary responding to inquiries of products and merchandise. Partners to create and maintain a Hassle Free customer service culture, focused on solutions-based selling and an exceptional customer experience.
- May perform data entry/order placement for books and/or merchandise as directed by manager. Conducts research into charge backs, late orders, and shipping requisitions to answer inquiries and resolve problems.
- Operates cash register tabulating transactions, accepting payments, giving change, bagging purchases and processing employee or faculty discounts as appropriate. Starts up and shuts down register, trouble shoots, counts down register, perform cashier audits, etc. Balances the cash drawer including checks and the credit card receipts and student charge slips.
- Carry and shelf merchandise inventory; may also pull and package merchandise for return to vendors. Straightens merchandise, stocks shelves, prices merchandise and may assist in setting up displays and signs. Take inventory as needed and may have responsibility for ensuring general merchandise reorders are completed. Will be required to mop, vacuum, clean shelves and take out trash.
- Performing other duties as assigned by manager.

Follett is seeking a highly responsible, customer service driven intern/part-time employee.

Preferred Requirements:

- Possess 1-3 years retail marketing experience, and can thrive in a college setting
- In pursuit of Bachelor’s degree in business, marketing or related field required
- Strong written and verbal communication skills
- Results oriented, with the ability to multi-task, delegate and drive results
- Knowledge of store operations & concepts, retail computer systems & merchandising standards. Experience with Microsoft Office, Adobe Illustrator & Photoshop

Specifics
Number of internships available: One
Number of hours weekly: up to 10
Work schedule: Flexible
Location of internship: Position located at SAC

Hourly Pay: $8.00 per hour
Deadline to submit resume: Position will remain available until filled
Questions/Resume Submission: mtrevino114@alamo.edu 210-486-5900
Summer Internship Now Open!

The White House Initiative on Historically Black Colleges and Universities offers full-time internships year-round (spring, summer, and fall). Part-time applicants who can commit to at least 20 hours a week will be considered, although the Initiative prioritizes full-time applicants (32-40 hours a week). Internships are available in Washington, DC at the U.S. Department of Education, Initiative headquarters.

The Initiative is responsible for the implementation of Executive Order 13779, dated February 28, 2017. Its purpose is to promote Excellence and Innovation at HBCUs.

Interns at the Initiative are responsible for assisting the staff on a wide range of HBCU issues and priorities, including economic competitiveness, economic development, education, workforce diversity and workforce development. In addition, interns will help write memos and proposals, assist with communications and social media, coordinate and staff events, and conduct outreach to national and local HBCU organizations and leaders.

Applicants for intern positions must be undergraduates or graduate students who are enrolled at least half-time at an HBCU. Candidates should be familiar with HBCU issues and have outstanding research, writing, communications, and computer skills.

How to Apply:* If you are interested in applying, please visit the Department of Education’s Internship page for detailed instructions and the internship application.

Additionally, please send the following to oswhi-hbcu@ed.gov:

- Resume
- Cover Letter
- Department of Education Internship Application

(*If not accepted to this program in our office, your application may be passed onto other federal agencies for consideration.)

Deadlines: Please note that the dates below are approximate. Based on a student’s availability and school schedule, internships can begin or end before or after the dates indicated below.

- **Fall**
  - Dates of program: September through December
  - Submission Deadline: July 15

- **Winter/Spring**
  - Dates of program: January through May
  - Submission Deadline: October 1

- **Summer**
  - Dates of program: May/June through July/August
  - Submission Deadline: March 15
About OPM:  https://www.opm.gov/

About OPM Pathways Program
The OPM Pathways Program serves as one of the agency’s succession planning programs for leadership continuity by employing outstanding students are enrolled in a major that leads to a bachelor’s degree or higher in various majors. The Program provides students, in accredited colleges and universities, with paid opportunities to explore federal careers while completing their education. We are looking for highly motivated, student interns to help the OPM succeed in its efforts.

Stay informed. To learn more about opportunities for students such as internships, scholarships, jobs and resources, sign up for email updates. Visit our website:  
https://sites.ed.gov/whhbcu/
Ways to Respond to the Census

Responding to the 2020 Census is quick and easy.

Three Methods for Responding

By April 1, 2020, households will receive an invitation to participate in the census. You will then have three ways to respond:

- Online
- By phone
- By mail

This marks the first time that you'll have the option to respond online. Click here to [GET AN EMAIL REMINDER](https://public.govdelivery.com/accounts/USCENSUS/subscriber/new?topic_id=USCENSUS_11754), or visit:

Different Timelines and Processes for Some Locations

If you live in the following locations, there might be some differences in the timeline for completing the census or the ways you can complete it:

- Puerto Rico.
- Island Areas (American Samoa, Commonwealth of the Northern Mariana Islands, Guam, U.S. Virgin Islands).
- Very remote areas, such as parts of northern Maine and Alaska.
- Areas that experienced a natural disaster.
- Group quarters, which are places where groups of people live (such as on-campus student housing, correctional facilities, military bases, health care facilities, and shelters).

More information for people in these areas will be added.

Special Circumstances

For some people, it's not always clear how they should count themselves or the people in their home. These circumstances can include:

- People who live in more than one place.
Census 2020 (continued)

- People who are moving on Census Day.
- People who are born or die on Census Day.
- People experiencing homelessness.


Impact in My Community

A new school to ease overcrowded classrooms. A new road to ease overcrowded commutes. There are many ways the 2020 Census can shape your community. The results, collected once a decade, help determine how more than $675 billion in federal funding is distributed to states and communities every year.

You May Be Interested In

The Census Effect

Did you know that U.S. Census Bureau data help communities respond to natural disasters and secure funding for hospitals and fire departments? Explore these stories, get FAQs, avoiding fraud and scams, and more by contacting us.

Contact Us

There are several ways that you can contact the U.S. Census Bureau for support:

- **For general questions:** Visit [our FAQ page](https://2020census.gov/en/jobs/faqs.html) or call [301-763-INFO (4636)](tel:301-763-INFO) or [800-923-8282](tel:800-923-8282).
- **For support for deaf and hard of hearing (TTY):** Call [800-877-8339](tel:800-877-8339) to reach the Federal Relay Service.
- **For media-related inquiries:** Email the Public Information Office at [pio@census.gov](mailto:pio@census.gov) or call [301-763-3030](tel:301-763-3030).

Questions About Employment