MEMORANDUM

To:       Alamo Colleges Family

From:     Leo Zuniga, Associate Vice Chancellor of Communications

Date:     March 27, 2012

Subject:  Board Meeting Report

On behalf of Dr. Leslie, the following is a summary of proceedings of the Alamo Colleges Board of Trustees meeting of March 27, 2012.

Link:   March 27, 2012 - Board Agenda

Recognition of Special Guests, Faculty and Staff

Student of the Month – March 2012
Christina Petersen, St. Philip’s College, is the recipient of a $500 La Prensa Foundation Inspirational Scholarship, courtesy of the La Prensa Foundation founded by Tino and Amelia “Millie” Duran.

Alamo Colleges Employee of the Month – March 2012

Carlos Melendez, Materiel Management Expeditor, District

Presentation on National Council of Marketing & Public Relations (NCMPR) Awards - Northeast Lakeview College - recognized for a computer generated illustration and for a communications success story that attracted students to apply for a National Science Foundation Math Scholarship.

Presentation on Achieving the Dream T-Shirt Design Contest – Juan Carlos Campos Gonzalez, Silvia Guajardo-Zertuche, Hector Rodriguez, and Crystal Cervantes placed in the top 10 out of 100 entries.

Recognition of CPS Energy/Sun Edison Scholarship Program, Gift From CPS Energy and Sun Edison for their contribution of $140,000.

Recognition of Kristine Meza Foundation Scholarship.

Recognition of Juan Ortiz of Palo Alto College for his contribution leading to winning a Grammy for Best Tejano Album.

**New Business**

Granting of Emeritus Status

The Board approved, with the recognition and appreciation for 13 years of dedicated service to San Antonio College and with the recommendation of the faculty and administration of San Antonio College and the Chancellor of the District, Mansel Booth Gathings, Posthumous Professor Emeritus of the Foreign Language Department of San Antonio College.
Minute Order Cancelling Single Member District 6 & 7 Election Passed and Approved on February 21, 2012

The Board approved the certification of unopposed candidate and order of cancellation of election in single-member district trustees No. Six (6) and No. Seven (7) and hereby declares the election of unopposed candidates: GENE SPRAGUE to the position of Single Member District Trustee No. Six (6) and YVONNE KATZ to the position of Single Member District Trustee No. Seven (7) of the Alamo Community College District Board of Trustees, pursuant to Section 2.053(a) of the Texas Election Code. This in effect cancels the election of single member district trustees No. Six (6) and No. Seven (7) presently scheduled for May 12, 2012.

Minute Order Amending Election Order Passed and Approved on February 21, 2012

The Board of Trustees amends the Election Order passed and approved February 21, 2012 as follows: amend the election presently scheduled to be held on May 12, 2012 to elect single-member district trustee No. Five (5), of the Alamo Community College District Board of Trustees for a six (6) year term to approve Election Day Polling Places.

Program Highlights

Presentation on Tutoring in Natural Sciences - St. Philip's College

Chairman’s Report

Chairman Bietzel reported on the new online ethics training program and encouraged other trustees and employees to complete the training.

Chancellor’s Report

The regional centers have enrolled 3000 students and are undergoing an improved marketing initiative. The New Braunfels Rotary has committed $500 scholarships ($6000 per year) to each student of the month at the CTTC.

The chancellor recognized the Alamo Colleges students enrolled in the Information Technology Security Academy (ITSA) crowned CyperPatriot national champions out of a field of 400+ teams.

He also reported on development and implementation of a B.A.A.S. in Information Technology at a cost of under $10k. The 3+1 program (three years at the Alamo Colleges and one year at Texas A&M University – San Antonio) will be available fall 2012.
The Alamo Colleges are participating in a city wide effort to increase the number of students who complete FAFSA in San Antonio. Students who complete the FAFSA are 350% more likely to attend college. Only 55% of graduating high school seniors in San Antonio completed a FAFSA in 2010.

ACADEMIC ACCOUNTABILITY AND STUDENT SUCCESS
Honorary Associate of Arts Degree Recipient at Palo Alto College

The Trustees approved Mrs. Cindy Taylor as recipient of an honorary Associate of Arts degree. Mrs. Taylor has contributed substantially to the education, well-being of our community and values of Palo Alto College in her support of college and Southside Community initiatives.

Audit, Budget and Finance

Adopting a New Faculty Salary Plan
The Trustees authorized adoption of a new faculty salary plan for full-time faculty beginning FY13. This cost will be partially offset by cost savings produced by a new summer pay model to be implemented for summer 2013 that will compensate full-time faculty at rates equal to 130% of the current adjunct faculty rates for up to 12 workload units per summer and 3 additional workload units at 100% of the adjunct faculty rate.

Tuition Schedule for Fiscal Year 2012-2013 Reflecting Consolidation of General Fee into Tuition
The Trustees approved the tuition schedule. The schedule reflects the previously approved change to the general tuition and fees, folding the general fee into tuition in accordance with the plan to refund our revenue bonds.
Link: FY 2012-2013 Tuition

Engagement of Independent Audit Firm for FY2012
The Board authorized execution of a one-year engagement letter, which is a third year engagement under a five-year contract, with Ernst & Young LLP providing for the purchase of independent financial audit services for Alamo Colleges for Fiscal Year 2012 in an amount not to exceed $380,857 (60% or $226,399 covers required Federal and State Single Audits). Should actual federal and state program revenue result in other programs requiring audit, the Board authorizes an additional fee ranging from $17,000 to $22,000 per program/cluster.

Purchase of Student Support System Software and Services for Palo Alto, St. Philip's, Northwest Vista, and Northeast Lakeview Colleges
The Board awarded a contract to ThoughtWright, LLC GradesFirst providing for the purchase of Student Support System Software and Services in the amount of $61,650 for the first year and $69,150 annually for years two and three as requested by the office of the Vice Chancellor for Academic Success. This system automates the organizing student support data and advising center
management, early student alerts, assignment tracking, tutor management, appointment scheduling, and attendance tracking and student communication.

Purchase of On-Site Mailroom Services for the Alamo Colleges

The Board awarded a contract to FEJICO, LLC and Two Step, LLC, franchisees of Mail Boxes Etc. Inc. a wholly owned subsidiary of United Parcel Service, Inc. providing for the purchase of On-Site Mailroom Services in the estimated amount of $76,625.00 for fiscal year 2012, and $306,500.00 annually during the three year period ending August 31, 2015; as requested by the Alamo Colleges Facilities Operation and Construction Management Department.

Purchase of Moving and Storage Services for Alamo Colleges

The Trustees Awarded a contract to Ward North American providing for the purchase of Moving and Storage Services on an as needed basis for an estimated amount of $287,000 annually.

Purchase of Staple Foods for St. Philip’s College and Palo Alto College

The Trustees awarded a contract to Sysco San Antonio, Inc. providing for the purchase of Staple Foods for an estimated $54,000 annually as requested by St. Philip’s College and Palo Alto College.

Purchase of Student Loan Delinquency Prevention and Default Aversion Services for Alamo Colleges

The Trustees awarded a contract to the Texas Guaranteed Student Loan Corporation (TG) providing for the purchase of Student Loan Delinquency Prevention and Default Aversion Services for an estimated amount of $130,000 annually as requested by the Office of the Vice Chancellor for Student Success.

Purchase and Implementation of an Information Technology Service Management Solution for the Alamo Colleges

The Trustees awarded a contract to Numara Software, Inc. providing for the purchase and implementation of the Information Technology Service Management Solution in the amount $355,640 for the five-year period beginning
upon award as requested by the Alamo Colleges Information Technology Services Department.

Facilities

Qualification Statements Received for the Purchase of Building and Site Forensic Assessment Services for the Alamo Colleges

The Trustees awarded contracts to Terracon Consultants, and Raba-Kistner Facilities, Inc., providing for the purchase of Building and Site Forensic Assessment Services as needed on an Indefinite Delivery/Indefinite Quantity Basis for an estimated total amount of $120,000.00 per year, as requested by the Alamo Colleges Facilities Operations and Construction Management Department.

Purchase of Materials and Labor for the Heating, Ventilation, and Air Conditioning Systems used in the Renovation of Palo Alto College Buildings P and Q

The Board awarded a contract to Schneider Electric for the purchase of materials and labor for the Heating, Ventilation and Air Conditioning (HVAC) Systems used in the renovations of Palo Alto College Buildings P and Q in the amount of $119,010; as requested by the Alamo Colleges Facilities Operations and Construction Management Department.

Personnel

Retirement of Dr. Ana M. Guzman

The Board approved the retirement of Dr. Ana M. Guzmán, President of Palo Alto College, and retirement incentive effective August 31, 2012.

Appointment of Full Administrators

The Trustees approved the recommendation of employment for Blanca Balle Muniz, Dean of Student Success, Northeast Lakeview College, effective March 1, 2012.
Consent Agenda — Approved

Next Regular Board Meeting Date: Tuesday, April 17, 2012.

END OF-REPORT