To: Alamo Colleges Family

From: Leo Zuniga, Associate Vice Chancellor of Communications

Date: October 30, 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 October 30, 2012.

Link: Board Agenda - October 30, 2012

CEREMONIALS
Sembradores of San Antonio Educational Foundation who have raised approximately $1.4 million for scholarships

National Council for Marketing and Public Relations (NCMPR) Awards
Promotional Campaign For Special Event - GOLD - Palo Alto College - Celebration 2012 that raised $110,00 for scholarships
Successful Recruitment Program - SILVER - Northeast Lakeview College - Project Graduation

RECOGNITION OF SPECIAL GUESTS, FACULTY AND STAFF
STAR Award by the Texas Higher Education Coordinating Board to the Alamo Area Academies for providing access to higher education and in keeping with the state’s “Closing the Gap’s” initiative

Alamo Colleges Employee of the Month - October 2012
Christine Maddox, Director of Continuing Education Operations, NVC

Student of the Month – October 2012
Julien Mahler, Northwest Vista 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.
Special presentation by Mr. Tino Duran of $15,000 in advance scholarship funds to the Alamo Colleges

Alamo Colleges Employee of the Month – September 2012
Marvel Bailey, Payroll Manager, Financial and Fiscal Services Department

Emeritus Status
Janice Upchurch Clayton, Professor Emeritus, Department of English, San Antonio College.

NEW BUSINESS
Granting of Emeritus Status
The Board approved, with the recognition and appreciation for 42 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, Janice Upchurch Clayton, Professor Emeritus of the Department of English at San Antonio College.

Travel Authorization for Trustees to attend the Texas Association of Business (TAB) Higher Education Summit
The Board approved travel expenses for Trustees to attend the Texas Association of Business (TAB) Higher Education Summit in Austin, Texas on November 27, 2012. The Texas Association of Business (TAB) and the Institute for a Competitive Workforce will be hosting a higher education summit in Austin, Texas on November 27, 2012. The theme of this year’s summit is “Leaders and Laggards.” Summit agenda includes: Leaders & Laggards Panel; Increasing Completion Rates Panel; and Transferability Panel. TAB anticipates having over 200 attendees at the summit, representing the business community, educators, chambers of commerce, Capitol staffers and various state officials.

CHAIRMAN’S REPORT
Report on ACCT National Conference
Chairman Rindfuss called on all trustees that attended the conference to provide feedback on the sessions they attended.

Report on Groundbreaking of Tobin Lofts Project at San Antonio College provided by trustee Joe Alderete

Report on visit by U.S. Secretary of Labor Hilda Solis to Alamo Colleges Workforce Center of Excellence provided by trustee Marcelo Casillas.

CHANCELLOR’S REPORT
Achieving the Dream Update provided by Dr. Kay McClennen

Monthly Report on Alamo Colleges Regional Centers
The Fox Tank project has begun; sixty-five (duplicated), 33 (unduplicated) employees have been trained to date through the Kerrville Center, for a total of 451 contact hours. A mini strategic planning meeting was held Floresville on October 25. The purpose is to have the community and Alamo Colleges’ personnel work together to develop a three-year plan for the Center. The collective regional center unduplicated enrollment for the Regional Centers is approximately 2,132 which represents 7.3% over Fall 2011 and 53% over Fall 2010.

Ethics Compliance Report
Twenty-nine (29) reports filed in 2012 and 341 reports filed since 2005. Report provided by Mr. Eddie Cruz.

Alamo Ideas Presentation
Ms. Linda Boyer-Owens and Mr. Searles announced two award winners on the cost cutting ideas

Information Technology Service Project Update
Dr. Tom Cleary presented on the MyAlamo Mobile Apps that address the provision of services including information of course catalog, operating hours, news and events and announcements. The second phase will include information on class schedules, student schedules, registration, financial aid information, academic progress and grades.

PROGRAM HIGHLIGHTS
"Numbers One, Two, and Two -- but We’re not Through"
Presentation by Northwest Vista College, The Developmental Education System

EXECUTIVE SESSION
The board denied continuance on the Medina case. The board upheld the Chancellor’s decision on the Felix G. Medina case.

ACADEMIC ACCOUNTABILITY AND STUDENT SUCCESS
City of San Antonio Pre-K Initiative
The Trustees adopted a resolution encouraging voters to be informed on the Pre-K initiative and vote.

POLICY
Policy A.1.1 Legal Name and College Organizational Units
The Trustees adopted revisions to Policy A.1.1. The college district shall be known as the assumed name of “Alamo Colleges”. References to this policies and procedures to the “College District” the “Alamo Colleges” or the “ACCD” shall be equivalent.

Policy A.1.2 Geographic Boundaries and Service Area
The Trustees adopted revisions to Policy A.1.2. This policy is being reviewed in compliance with policy B.5.3 which requires all policies to be updated within a three year period. Geographic boundaries and service area is Bexar County,
Bandera, Comal, Kendall, Kerr, and Wilson counties. Also, Atascosa County, except Pleasanton ISD, and Guadalupe County, except San Marcos CISD.

Policy B.1.1 Board Legal Status
The Board adopted revisions to Policy B.1.1. This policy is being amended as part of the policy review process, adopted by the Alamo Colleges Board of Trustees in July 2012 and memorialized in Policy B.5.3, requiring all policies to be reviewed within a three year period. The college district shall be known as the assumed name of “Alamo Colleges”. References to this policies and procedures to the “College District” the “Alamo Colleges” or the “ACCD” shall be equivalent.

Policy B.3.1 Board Elections and Vacancies
The Board adopted revisions to Policy B.3.1. This policy is being amended to add the need for a candidate to meet the eligibility requirements established by the Texas Election Code §141.001. This policy is being amended as part of the policy review process, adopted by the Alamo Colleges Board of Trustees in July 2012 and memorialized in Policy B.5.3, requiring all policies to be reviewed within a three year period.

Policy B.3.3 Board of Trustees Ethics
The Board adopted revisions to Policy B.3.3. This policy is being amended to add some new areas and or conflicts of interest that a prudent Board member needs to know in order not to knowingly or intentionally step out of its official boundaries. This policy is being amended as part of the policy review process, adopted by the Alamo Colleges Board of Trustees in July 2012 and memorialized in Policy B.5.3, requiring all policies to be reviewed within a three year period. New to this policy are items such as “Abstain from voting in matters involving a business entity in which I have substantial interest” and “Disclose any conflicts with respect to a vendor if the vendor enters into a contract with the Alamo Colleges”

Policy B.5.2 Board Member Authority
The Trustees adopted revisions to Policy B.5.2. This policy is being amended to add a paragraph regarding the Board member(s) permitted action(s) by law on a legislative measure. This policy is being amended as part of the policy review process, adopted by the Alamo Colleges Board of Trustees in July 2012 and memorialized in Policy B.5.3, requiring all policies to be reviewed within a three year period. New language includes “A Board member may not be subject to disciplinary action or a sanction for an action permitted by law that the Board member takes in the Board member’s official capacity regarding a legislative measure”

Policy C.1.5 - Purchasing and Acquisitions; Procedure C.1.5.1 Purchasing Authority; and Procedure C.1.5.2 Small, Minority and Women Owned Business Enterprise Program
The Trustees authorized and approved the revisions to Policy C.1.5 - Purchasing and Acquisitions; Procedure C.1.5.1- Purchasing Authority; and Procedure
C.1.5.2 - Small, Minority, and Women Owned Business Enterprise Program. The Purchasing & Contract Management Department is amending the Purchasing and Acquisitions Policy and the Procedure to include the purchase of construction services; and to include development of a Small, Minority, and Women Owned Business Enterprise (SMWBE) Program.

Policy C.1.7 – Investments
The Trustees approved the revised Alamo Colleges’ investment strategy and Investment Policy C.1.7. This revised policy supersedes all previous versions of Policy C.1.7.

Policy D.2.7 and Procedure D.2.7.1 - Employee Licensure, Registration and Certification Requirements
The Board adopted Policy D.2.7 and approved Procedure D.2.7.1. This new policy is being submitted to comply with all applicable State and Federal requirements pertaining to licensure, certification and registration of personnel.

Policy D.11.2 and Procedure D.11.2.1 - Employee Benevolence Fund Program
The Board adopted Policy D.11.2 and approved Procedure D.11.2.1. This new policy is being established to provide emergency financial assistance to Alamo Colleges’ employees who are experiencing a personal financial hardship due to catastrophic circumstances for which no other form of financial assistance is available.

Audit, Budget and Finance
Investment Brokers
The Board approved Alamo Colleges’ qualified list of Investment Brokers with authorization to negotiate transactions with Alamo Colleges as prescribed in the District’s Investment Policy, as the brokers listed on First Southwest Asset Management’s approved Broker/Dealer list (34 brokers as of September 2012).

Amendment of Authorized Signature for Alamo Colleges’ Bank Accounts
The Trustees approved that effective October 30, 2012 the following officials of the District are designated as authorized signers for all of the Alamo Community College District’s bank accounts: Chancellor; Vice Chancellor for Finance & Administration; Vice Chancellor of Economic & Workforce Development; Vice Chancellor for Academic Success; Vice Chancellor for Student Success; Vice Chancellor For Planning, Performance and Information Systems; Associate Vice Chancellor for Finance and Fiscal Services; District Comptroller; and Disbursement Director.

Purchase of Shuttle Services for Northwest Vista College and San Antonio College
At the Chancellor’s request, this item was pulled
Memorandum of Understanding between Alamo Community College District by and through San Antonio College and San Antonio Independent School District for the operation of the SAISD Early College High School

The Trustees approved the Memorandum of Understanding between Alamo Community College District by and through San Antonio College and San Antonio Independent School District for the operation of the SAISD Early College High School. To authorize San Antonio College to provide support for Travis Early College High School.

Facilities
Purchase of Construction Manager-at-Risk Services for San Antonio College Parking Garage 2
The Board awarded the contract to J. T. Vaughn Construction as Construction Manager-at-Risk for San Antonio College Parking Garage 2. Pre-construction Service fees in the amount of $11,303, general conditions in the amount of $608,616.00, and construction phase fee of $316,109 (2.87% of $11,000,000) are also approved. Further, Administration is authorized to accept a Guaranteed Maximum Price (GMP) proposal from the Construction Manager-at-Risk in an amount not to exceed $11,000,000 for construction of the project.

Purchase of Equipment and Services for Physical Plant Upgrade at San Antonio College
The Board awarded the contract to Trane USA, Inc. providing for the purchase of Equipment and Services for Physical Plant Upgrade at San Antonio College in the amount of $2,198,240. This is a Phase 1 State Energy Conservation Office (SECO) low interest loan financed project that was approved at the January 24, 2012 Board of Trustee meeting.

Purchase of Equipment and Services for Lighting Upgrade Phase I
The Board awarded the contract to Grainger Service Holding Company, Inc., DBA Alliance Energy Solutions providing for the purchase of Equipment and Services for Lighting Upgrade Phase I in the amount of $1,116,524. This is a Phase 1 State Energy Conservation Office (SECO) low interest loan financed project that was approved at the January 24, 2012 Board of Trustee meeting.

Purchase of Equipment and Services for the Construction of a Thermal Storage Tank at Northeast Lakeview College
The Trustees awarded the contract to Trane USA, Inc., providing for the purchase of Equipment and Services for the Construction of a Thermal Storage Tank at Northeast Lakeview College in the amount of $1,949,799. This is a Phase 1 State Energy Conservation Office (SECO) low interest loan financed project that was approved at the January 24, 2012 Board of Trustee meeting.

Personnel
Recognition of Alamo Colleges Employees with 25 Years of Service
The Trustees recognized and commended faculty, staff and administrators who have achieved twenty-five years of service for their faithfulness, dependability, and continuing service to the students of the Alamo Colleges and the community we serve.

Personnel Matter: Grievance Filed by Felix G. Medina
   This item was addressed in executive session and a decision by the board was announced after the Executive Session

Consent Agenda — Approved

Next Regular Board Meeting Date: Tuesday, December 18, 2012.