MEMORANDUM

To: Alamo Colleges Family

From: Leo Zuniga, Associate Vice Chancellor of Communications

Date: September 18, 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 September 18, 2012.

Link: September 18, 2012 - Board Agenda

RECOGNITION OF SPECIAL GUESTS, FACULTY AND STAFF

Recognition of Retirees
A total of 82 employees that retired in 2012 were recognized and thanked for their service.

Student of the Month – September 2012

Roberto A. Lopez-Araiza, San Antonio 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. Born in Mexico City, he studied elementary and middle school at The Churchill School. This school is part of the International Baccalaureate, an international organization of education that encourages investigation and team work as their core values. The school is also part of the UNESCO and the British Council. During high school, he attended the Centro Universitario Mexico, he graduated with a specialization in Physics, Mathematics and Engineering. He started San Antonio College as an international student and joined the International Student Association in which he served as Vice-President for one term and volunteered for the American Institute of Architecture Students. He is a current member of the Presidential Honors Program and the Math Engineering and Science Achievement program. He was recently accepted into the Phi Theta Kappa Honor Society. He plans to transfer to UTSA and major in Construction Science and Management.

Alamo Colleges Employee of the Month – September 2012

Marvel Bailey, Payroll Manager, Financial and Fiscal Services Department

CHAIRMAN’S REPORT

Chairman of the Board Mr. James Rindfuss expressed appreciation and gratitude to the 82 employees that retired this year. The Chairman was also was pleased with the registration process for the fall semester.

CHANCELLOR’S REPORT

Alamo Colleges Regional Centers Report

The Regional Center Fall 2012 headcount is 2,045 (Kerrville 619; New Braunfels 1,217; Floresville 209). The Kerrville community provided $22,300 in scholarships to Alamo Colleges’ students for the Fall 2012 semester; New Braunfels students received $1250 in scholarship funding for the same semester. The Fox Tank project with 52 employees have been trained through the Kerrville
Center. The economic impact of the company on the Kerrville area over the next ten years is $135 million, additional tax revenue is estimated to be $2,574,562.

Alamo Performance Report was provided by Dr. Deb Morgan.

Alamo Ideas Presentation

James Searles of the Human Resources department provided an overview of employee cost savings suggestion program. Since its August 2010 launch, 400 suggestions have been submitted. Five employees were introduced with a brief explanation of their cost saving ideas that totaled $650,000.

PROGRAM HIGHLIGHTS
Presentation by Johnnie Rosenauer, Ed.D. on the Murgia Learning Institute, San Antonio College

ACADEMIC ACCOUNTABILITY AND STUDENT SUCCESS
Resolution in Support of the Pre-K 4 San Antonio Initiative was not presented for consideration.

POLICY
Policy B.5.1- Board Responsibilities to Include Approval of Certain Job Descriptions
The Trustees adopted and approved the revisions to Policy B.5.1 - Board Responsibilities, to include the approval of substantive changes to job descriptions for the chancellor, vice chancellors, presidents, vice presidents, and faculty.

Job Description for Full-time Faculty

The Trustees adopted and approved the job description for full-time faculty. To consider a job description for Alamo Colleges’ full-time teaching faculty. The job description for full-time faculty has been revised to more accurately reflect the importance of the faculty role in student success at the Alamo Colleges. A committee was identified to develop a new evaluation process for faculty, and the first step for the group was to review and revise the job description. Faculty across the colleges were involved in the development, along with the Presidents, Vice Chancellors, and Chancellor.
Revised Vice President for Academic Success Job Description

The Trustees adopted and approved the job description entitled *Vice President Academic Success*. The job description for *Vice President Academic Success* has been updated to more accurately reflect the current role, priorities and qualifications for the position.

Audit, Budget and Finance

Amendments to Interlocal Agreement Between Alamo Colleges and Judson Independent School District on behalf of Judson Early College Academy

The Board approved execution of the Amendment to the Joint Participation Use Interlocal Agreement and of the new Shared Service Interlocal Agreement between Alamo Colleges and Judson Independent School District (JISD) on behalf of Judson Early College Academy (JECA). The purpose of these agreements is to clarify the academic progress for students attending JECA and the notification process that JISD must follow in informing Alamo Colleges when any construction is necessary.

Setting a Tax Rate for Fiscal Year 2012-2013

The Board, by a unanimous 8-0 vote of all trustees present, approved, orders and adopts a maintenance and operations (M&O) tax rate of $0.104400/$100 of assessed valuation for FY 2012/13. The Board approved, orders and adopts a debt levy tax rate of $0.044750/$100 of assessed valuation for FY 2012/13. These two actions result in a combined tax rate of $0.149150/$100 of assessed valuation for FY 2012/13, which is greater than the ‘combined effective tax rate’ of $0.142231/$100 of assessed valuation but less than the roll-back rate of $0.151457/$100 of assessed valuation. The new tax rate is less than 8/10th of a cent increase to counter state appropriations decline. Revenues from state appropriations continue to decline with another reduction of $2.8 million in FY 2012-13 and projected to decline 10% during the next biennium.
Purchase of Employee Instructional Materials and Facilitator Services

The Board awarded a contract to VitalSmarts providing for the purchase of Employee Instructional Materials and Facilitator Services in the estimated amount of $83,000 annually as requested by the Human Resources & Organizational Development Department.

Purchase of Library Periodical Subscription Services

The Trustees awarded a contract to EBSCO Information Services providing for the purchase of periodical subscription services in the estimated annual amount of $287,900 for a one-year period as requested by the Alamo Colleges Libraries.

Purchase of Marketing and Advertising Services

The Trustees awarded a contract to Anderson Marketing Group providing for the purchase of Marketing and Advertising Services in the amount of approximately $340,000 annually as requested by the Communications Department through the Economic and Workforce Development Department.

Purchase of Nursing Student Testing Materials

The Board awarded a contract to Assessment Technologies Institute, LLC (ATI) providing for the purchase of Nursing Student Testing Materials and Services for approximately $320,600 for a one-year period as requested by the Nursing Department at St. Philip’s College and San Antonio College.

Purchase of an Employee Compensation Study

The Board awarded a contract to the Hay Group, Inc. providing for the purchase of an Employee Compensation Study contingent upon the successful negotiation of final contract price and terms in an amount not to exceed $434,500; and providing for the negotiation of a scope of work or time modification and any price change associated with the modification; and providing for a contract to be awarded to the next highest ranked proposal submitted by The Waters Consulting Group, Inc. if for any reason the selected Offeror fails to enter into a contract for this award within a reasonable period of time as requested by the Human Resources & Organizational Development Department. The purpose of the Employee Compensation Study is to deliver accurate job specifications and salaries that will help retain the best employees and attract qualified applicants. Faculty will not be included in the study.
Facilities

Lease Agreement with the City of New Braunfels
The Board approved participation in a Lease Agreement with the City of New Braunfels. This will allow the Alamo Colleges to operate the Central Texas Technology Center at the property located at 2333 FM 758, New Braunfels, Texas 78130. There is no cash and no security deposit required.

Selection of Construction Contract Methods
The Trustees re-authorized the Administration to use the following methods to contract for construction: Competitive Bidding; Competitive Sealed Proposal; Construction Manager-at-Risk; and Job Order Contracting. The Administration is further authorized to select the method best suited to a particular project which offers the best value to Alamo Colleges.

Ratification of Request for Fixed Price Construction-Manager-at-Risk Proposals for the San Antonio College Parking Garage 2
The Trustees ratified the request for fixed price Construction Manager-at-Risk proposals for the San Antonio College Parking Garage 2.

Alamo Colleges’ Phase II Low Interest Loan from the State Energy Conservation Office (SECO)
The Board approved the Alamo Colleges’ Phase II projects for the loan from the State Energy Conservation Office (SECO) for Energy Cost Reductions Measures (ECRM) projects district-wide. Authorizes the Associate Vice Chancellor of Facilities to execute a loan agreement with SECO for a $4,815,464 low interest loan [1%] for Phase II of energy cost reductions measures projects district-wide.

Third Amendment of Guaranteed Maximum Price St. Philip’s College Capital Improvement Program Construction Manager-at-Risk Skanska USA Building, Inc. (RFP 06C-121) Renovation of the Sutton Learning Center
The Board approved a third amendment in the amount of $2,023,751 in addition to the $9,967,560 Guaranteed Maximum Price (GMP) Construction Manager-at-Risk fee negotiated with Skanska USA Building, Inc. for the Renovation of the Sutton Learning Center at St. Philip’s College.

Purchase of Construction Services for Alamo Colleges Generator Monitoring Project

The Trustees awarded the contract to Entech Sales and Service providing for the purchase of Construction Services for the Alamo Colleges Generator Monitoring Project in the amount of $93,000.00. The purpose of this contract action is to provide for the centralized monitoring of all generators installed enterprise-wide.

Purchase of Construction Services for a Site Chilled Water Distribution System at the Seguir Adelante Community Center at San Antonio College

The Trustees awarded the contract to International Mechanical Services, Inc. providing for the Purchase of Construction Services for a Site Chilled Water Distribution System at the Seguir Adelante Community Center at San Antonio College in the amount of $164,680.00.

Purchase of Construction Services for HVAC Renovations to the Seguir Adelante Community Center at San Antonio College

The Board awarded the contract to DMI Corporation, Decker Mechanical providing for the purchase of Construction Services for HVAC Renovations to the Seguir Adelante Community Center at San Antonio College in the amount of $333,591.00.

Purchase of Construction Services for Phase II Parking Lot and Utility Improvements at San Antonio College

The Board awarded the contract to J. Sanchez Contracting, Inc. providing for the purchase of construction services for the Phase II Parking Lot and Utility Improvements at San Antonio College in the amount of $387,933.00.
Purchase of Construction Services for Mechanical, Electric, and Plumbing Work at the First Responders Academy Sprung Structure

The Trustees awarded the contract to River City Builders providing for the purchase of Construction Services for Mechanical, Electric, and Plumbing Work at the First Responders Academy Sprung Structure in the amount of $118,915.00.

Purchase of Construction Services for the Pedestrian Bridge at Palo Alto College

The Trustees awarded the contract to Alpha Building Corporation for the purchase of labor and materials for the Purchase of Construction Services for the Pedestrian Bridge at Palo Alto College in the amount of $78,400.

Purchase of Construction Services for Advising Center Renovations at Palo Alto College

The Board awarded the contract to Breda Construction Inc. for the purchase of labor and materials for the Purchase of Construction Services for Advising Center Renovations at Palo Alto College in the amount of $45,595.

Personnel

Appointment of Administrators

The Trustees approved Dr. Leslie’s recommendation of Ruben Michael Flores, PhD, as President of Palo Alto College effective September 19, 2012.

Appointment of Full-Time Faculty

The Trustees approved for the 2012-2013 Academic year the appointment of Full Time Faculty submitted by the College Presidents for the 2012-2013 year.

Consent Agenda — Approved

Next Regular Board Meeting Date: Tuesday, October 30, 2012.