MEMORANDUM

To: Alamo Colleges Family
From: Mr. Leo Zuniga, Associate Vice Chancellor of Communications
Date: March 25, 2014
Subject: Board Meeting Report

On behalf of Dr. Bruce Leslie, the following is a summary of proceedings of the Alamo Colleges Board of Trustees meeting of March 25, 2014.

Link: Board Agenda - March 25, 2014

CEREMONIALS
Recognition of Ms. Jane Phipps for her leadership on the Alamo Colleges Foundation Board of Directors

Achieving the Dream 10th Anniversary presentation by Dr. Jo-Carol Fabianke

Mission Solar Energy donation of $20,000

The Quality Texas Foundation Performance Recognition – Alamo Colleges - St. Philip's College

For well deployed, effective systematic approach to organizational management, with good performance levels and trends evaluated against industry standards. St. Philip's College is one of seven organizations recognized for demonstrating strong dedication to quality and high performance.

RECOGNITION OF SPECIAL GUESTS, FACULTY AND STAFF
Dr. Craig Follins, new President of Northeast Lakeview College, in attendance and recognized by Chancellor Leslie

Student of the Month – March 2014
Christopher Sanchez, Alamo Colleges - Northwest Vista College, is the recipient of a $500 La Prensa Foundation Inspirational Scholarship, courtesy of the La
Prensa Foundation, founded by Tino & Amelia "Millie" Duran. Christopher is an Engineering major with a 3.50 GPA. He will graduate in May and plans on attending the University of Texas at Austin and major in Mechanical Engineering. In addition to his academic achievements, Christopher has served as an officer for both Phi Theta Kappa and the National Honor Society of Leadership and Success. He has also completed the Learning to Lead certificate program. As a mentor, Christopher has assisted first-time college students with their transition into higher education. He has personally mentored over 70 Alamo Colleges – Northwest Vista College students. Both instructors and students alike have praised him for the genuine support and knowledge he has provided. As a student ambassador, Christopher has completed more than 80 hours of service at campus events, tours, and new student orientations. In addition, Christopher holds two part-time jobs to pay for his schooling.

Employee of the Month – February 2014
The Alamo Colleges family recognized Cynthia Jaime, Senior Coordinator, Alamo Colleges - St. Philip's College as employee of the month for February 2014.

Employee of the Month – March 2014

Euretta K. Fairchild Lifetime Community Leadership Award for her impact on the community - Dr. Adena Loston

Texas Police Chiefs Association Foundation – This recognition signifies that the Alamo Colleges Police Department is one of the best in the state.

NEW BUSINESS
Authorize Contract for Services with Bexar County Elections Administrator
The Board approved the Contract for Services with Bexar County Elections Administrator with estimated expenditures allocated to the District; the final Early Voting Dates, Times, and Polling Places; Election Day Polling Places; and the Notice of Election for the Alamo Community College District Board of Trustees General Election to elect three single-member district trustees: District No. Four (4), District No. Eight (8), and District No. Nine (9), at a Joint Election on May 10, 2014 with other political subdivisions in Bexar County, Texas. The Election Day Polling and the Notice of Election for the May 10, 2014 General Election to be conducted jointly with other political subdivisions.

CITIZENS TO BE HEARD
Nine persons addressed the board matters related to the employee retirement incentive program, the aircraft technology program and proposed instructional materials.
CHAIRMAN'S REPORT
Chairman James Rindfuss provided a report on the board retreat held on Saturday, March 22, 2014. A presentation was provided by Ian Jukes. All trustees contributed feedback on the presentation and panel discussion.

CHANCELLOR'S REPORT
Dr. Leslie thanked Dr. Tom Cleary for his service as interim president of Northeast Lakeview College.

Monthly Report on Alamo Colleges Regional Centers
   Dr. Federico Zaragoza provided a month report on the Alamo Colleges regional centers:

   The Kerr County / City of Kerrville Airport Board committee agreed to recommend extension of the Alamo Colleges no-cost lease for an additional year at $1 per year.

   The Fall Course Completer report card is in for the Alamo Colleges – Kerrville Center, 82% of the 479 students enrolled in 24 Fall 2013 Arts & Science and Technical courses at the Greater Kerrville Center successfully completed compared to the district goal of 79%. In addition, 100% of 32 trainees in 4 CE courses completed the course successfully.

   Alamo Colleges – CTTC staff Texas Success Initiative (TSI) tested Seguin High School students seeking entry into the Alamo Colleges dual credit courses held at the high school in the fall 2014 semester. There were 42 total students who TSI tested during the event held at the Seguin High School main campus. The testing fees were funded through a Seguin Economic Development Corporation partnership – the TSI testing was provided to the students at no cost.

Presentations on Data Days Reports: Inventory Control provided by Gina Lopez & Student Financial Aid provided by Noe Ortiz.

Update on Northeast Lakeview College Accreditation provided by Dr. Tom Cleary. The candidacy application was submitted on March 6, 2014.

PROGRAM HIGHLIGHTS
First Responders Academy, San Antonio College presentation by Mr. Martin Davila.

English 1301 Plus: Leading Students Toward Completion, Northwest Vista College presentation by Dr. Sara McAndrew and Mr. Y. Isaac Hinojosa strives to accelerate learning in reading and writing.

AUDIT, BUDGET & FINANCE
Approval of the Alamo Colleges 2014 Retirement Incentive Program

The Alamo Colleges Board of Trustees approved the Alamo Colleges 2014 Retirement Incentive Program as presented, that provides a total incentive bonus to employees on a first-come, first-served basis up to a total of $6,500,000 in Retirement Incentive Bonuses.

The Chancellor is authorized to promulgate necessary rules, forms, and other documentation and to expend up to $6,500,000 to implement The Alamo Colleges Retirement Incentive Bonus Program, to be offered in 2014 to all full-time employees who meet the following criteria:

1. Will, by December 31, 2014 reach a combined total of 80 years of age and years of service with the College District, as determined by the personnel records of the College District.

2. Is working for the Alamo Community College District on a regular full-time basis (not temporary full-time), or is on an approved Leave of Absence, and has not already resigned in writing on the date of the irrevocable election described below.

3. Is not employed as a College President, Vice Chancellor or Chancellor.

4. Does not hold a grant-funded position.

5. Retires by one of the following Program Retirement Dates: August 31, 2014 or January 9, 2015.

6. Signs and submits all other Program documentation, including a Release, within 45 days after the elected Program Retirement Date and does not apply for reemployment or revoke the signed Release by the Incentive Payment Date. Revocation of an election will result in termination of the applicant’s employment.

7. Does not apply for full-time employment (on a regular full-time or temporary or adjunct basis) with the Alamo Community College District during the two-year period following the elected Program Retirement Date.

Engagement of Independent Audit Firm for FY2014

The Trustees authorized execution of a one-year engagement letter, which is the fifth 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 2014 in an amount not to exceed $396,245 (60% or $235,546 covers required Federal and State Single Audits). The Trustees authorized an additional fee ranging from $17,340 to $22,440 per
program/cluster should further individual federal and/or state program revenue rise to a materiality level requiring audit.

Summer Four Day Work Week at Alamo Colleges
The Board approved the implementation of the Four Day Work Week for Alamo Colleges, except for certain programs already committed to operate on Fridays, Saturdays or Sundays, to begin the week of June 2, 2014 and ending the week of July 28, 2014, with the last Friday closure being August 1, 2014. The Implementation of a Summer Four Day Work Week district-wide will help Alamo Colleges to keep Tuition as low as possible by generating Utility Savings of approximately $225,000 through reduced water, gas and electricity consumption. Additional savings are planned by restricting overtime work and temporary workers during the same time period where work permits.

Purchase of Predictive Analytics Software for Alamo Colleges
The Board awarded a contract to Civitas Learning, Inc. providing for the purchase of Predictive Analytics Software in the estimated annual amount of $125,750.00, as requested by the Alamo Colleges the Department of Planning Performance and Information Systems.

Purchase of Banking Services
The Trustees awarded a contract to Bank of America, N.A., providing for the purchase of Banking Services in the estimated biennial amount of $69,684.00, as requested by the Alamo Colleges Department of Finance and Fiscal Services. The scope of work includes providing the materials, labor, and systems for services that include: online banking, depository, disbursing, ACH and wire, payroll card, and collateralization of deposits on an as needed basis.

FACILITIES
Purchase of Construction Services for Mechanical Upgrades at Alamo Colleges - Palo Alto College
The Trustees awarded a contract to Breda Construction, Inc. providing for the purchase of Construction Services for San Jacinto Building Mechanical Upgrades at Alamo Colleges – Palo Alto College in the amount of $385,595.00.

Approval of the Naming of the William R. Sinkin EcoCentro at Alamo Colleges - San Antonio College
The Board approved the naming of the William R. Sinkin EcoCentro at Alamo Colleges - San Antonio College and the creation of the William R. Sinkin Scholarship open to Alamo Colleges students.

Approval of Naming of the Jesse C. Gutierrez, Jr. Learning Centers at Alamo Colleges – Palo Alto College
The Board approved the naming of the Palo Alto College tutoring labs as the Jesse C. Gutierrez, Jr. Learning Centers.
ACADEMIC ACCOUNTABILITY AND STUDENT SUCCESS
Approval of New Workforce Education Program, Vision Care - Associates of Applied Science Degree at Alamo Colleges - St. Philip's College

The Trustees approved the recommendation of the Chancellor for Alamo Colleges - St. Philip's College to submit a new workforce education program of studies for a Vision Care - Associate of Applied Science Degree. Authorizes the President of Alamo Colleges - St. Philip's College or her designee to submit to the Texas Higher Education Coordinating Board program of studies of up to 60 semester credit hours (SCH) for the college to deliver the Vision Care – Associate of Applied Science Degree.

Honorary Associate of Arts Degree Recipient at Alamo Colleges - St. Philip's College

The Trustees approved The Honorable Lila Cockrell, commencement speaker at Alamo Colleges – St. Philip’s College’s spring 2013 graduate ceremony, as recipient of an Honorary Associate of Arts Degree. Lila Cockrell has contributed substantially to the education and the well-being of our community and to the values of Alamo Colleges – St. Philip’s College.

POLICY
Policy C.2.4 - Records Management
The Board reviewed and approved the revised Policy C.2.4. This revised policy supersedes all previous versions of Policy C.2.4.

Policy G.1.1 - Public Information
The Board adopted Revised Policy G.1.1. This policy is amended to bring it up-to-date with Policy B.5.3, which requires a three year review of all policies and to clarify the fact that a cost may be associated with large requests as prescribed by law. Policy G.1.1 was adopted in August 2009.

Policy G.1.3 - Advertising and Fund Raising
The Trustees adopted Revised Policy G.1.3. This policy is amended to bring it up-to-date with Policy B.5.3, which requires a three year review of all policies and to clarify the fact that advertising and fund raising shall be coordinated with the Office of Communications and the District Office of Institutional Advancement respectively.

Next Regular Board Meeting Date: Tuesday, April 15, 2014.