



ALAMO  
COLLEGES  
DISTRICT

## MEMORANDUM

**To:** Alamo Colleges District Family

**From:** Kristi Wyatt, Associate Vice Chancellor of Communications and Engagement

**Date:** January 23, 2018

**Subject:** Board Meeting Report

On behalf of Dr. Bruce Leslie, the following is a summary of proceedings of the Alamo Colleges District Board of Trustees meeting of January 23, 2018.

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**Link:** [Board Agenda - January 23, 2018](#)

### CEREMONIALS/RECOGNITION OF SPECIAL GUESTS

#### Student of the Month – January 2018

Adrian Salazar, Alamo Colleges District – Palo Alto College, is the recipient of a \$500 La Prensa Foundation Inspirational Scholarship, courtesy of the La Prensa Foundation, founded by Tino & Amelia "Millie" Duran. Coming from a single family home, Adrian faced many challenges growing up and dropped out of high school in 2001 at the age of 17. As a young adult Adrian started his career as an electrician. While working he always dreamed of one day returning back to school to get a degree. In 2010 Adrian took the state of Texas Journeyman Electrician exam and passed earning him the title Journeyman Electrician. It was during this time he wanted more than ever to return to school to learn more about electricity. He found himself intrigued about his line of work and he yearned to understand the theory of how electricity worked. In December of 2010 Adrian earned his GED and considered enrollment in the Alamo Colleges District. In 2016 Adrian pursued his dreams to become an Electrical Engineer and enrolled at Palo Alto College through a first time in college student program. Adrian was hooked after that summer in school and has continued on with his studies. In Fall of 2016 Adrian joined SOFE (Society of Future Engineers) where he was elected president. It was also during the fall that Adrian was recommended by his english professor to apply for the new Honors Program starting Spring of 2017. He eagerly applied and was accepted into the first cohort of the PAC Honors Program. During the fall 2017 semester Adrian was invited to join both Phi Theta Kappa and the National Society of Leadership and Success. Since his acceptance into both honor societies, Adrian was elected

president of the Honors Club and holds an officers position in NSLS. Adrian spends a lot of his time in the Honors Room helping fellow honors students as well as promoting and answering questions from students who are interested in the Honors Program. He enjoys mentoring fellow honors and engineering students on campus. He encourages other students to learn more about their potential and join honor societies and clubs. Adrian is expected to graduate in the spring of 2019 where he plans on enrolling at UTSA for his bachelors in electrical engineering followed later by his master's degree in electrical engineering from UT Austin. He aspires to one day get his doctorate degree from MIT. One of Adrian's dreams is to work with NASA to help further create technology in space travel and exploration. He would like to stay connected with Palo Alto College after graduation and continue to mentor students with their educational pursuits. Adrian is happily married to Niomi Valdez and has a two-year-old young daughter.

Recognition of Dr. Jo Carol Fabianke's retirement from Alamo Colleges District as Vice Chancellor of Academic Success.

Recognition of Gene Bowman's retirement from Alamo Colleges District – Alamo Academies.

Recognition of Dr. Elizabeth P Garza's retirement from Alamo Colleges District CSI.

2017 Transparency & Accountability Award sponsored by the Fair Contracting Coalition (FCC)

Recognition SA Tomorrow "Industry Leaders" Sustainability Award to Alamo Community College District

## **NEW BUSINESS**

Granting of Emeritus Status – Dr. Jo Carol Fabinake

The Board approved with the recognition and appreciation for 42 years of dedicated service to Alamo Colleges District and with the recommendation of the administration and the Chancellor of the District, Dr. Jo Carol Fabianke, as Administrator of Emeritus, of Alamo Colleges District.

Granting of Emeritus Status - Dr. Eleanor B. Skelley

The Trustees approved with the recognition and appreciation for 25 years of dedicated service to Alamo Colleges District – Palo Alto College and with the recommendation of the faculty and administration of Alamo Colleges District – Palo Alto College and the Chancellor of the College District, Dr. Eleanor B. Skelley, Professor Emeritus of Biology at Alamo Colleges District – Palo Alto College.

## **CITIZENS TO BE HEARD**

There were no citizen comments.

## **CHAIR'S REPORT**

Chancellor Search Report

## **CHANCELLOR'S REPORT**

Introduction of the VCAS Dr. George Railey

4 Disciplines of Execution (4DX) Report & Wildly Important Goal (WIG) Presentation by Alamo Colleges District – Palo Alto College Behavioral Sciences Department - Dr. John Gilbert Hernandez

Monthly Report on Alamo Colleges District Regional Centers presentation by Dr. Federico Zaragoza

Approximately 200 family and friends attended the Alamo Colleges - Greater Kerrville Center annual nurse pinning ceremony to celebrate the Kerrville Cohort of seven students that graduated from the San Antonio College's 2017 graduating class. San Antonio College Nursing Department faculty members Linda Juenke and Gary Hack presented the nursing pins to the Greater Kerrville Center students.

The Alamo Colleges-Central Texas Technology Center (CTTC) is utilizing the new SMART Choice - Holistic Assessment model for on boarding I-BEST and HPOG students. The CTTC has been assigned an IBEST navigator to support high enrollments, currently 104 students. CTTC is currently recruiting Welding, CNA, and Medical Front Office IBEST Cohorts. IBEST occupational training programs must be blocked, accelerated, and case managed resulting in 75% completion rates. Approximately 115 CTTC students complete IBEST programs at the CTTC annually that culminate in Industry Certifications, CEUs, or continued enrollment in credit bearing courses.

An additional thirteen Greater Kerrville area students were awarded the Neil & Elaine Griffin Scholarship for the Spring 2018 semester. The scholarships provide tuition and book assistance of \$1,500 for full-time and \$750 for part-time students. The thirteen students were awarded a total of \$13,500.

The CTTC has been awarded an \$180,000 grant to upgrade the CTTC Machining lab and to certify faculty. The grant will allow CTTC to purchase two CNC operated lathes and two CNC operated mills that meet the SPC-Advanced Manufacturing program equipment specifications. The new Machining lab will allow CTTC students to take Advanced Technology Manufacturing courses at the Center and will facilitate additional contract related training opportunities for area manufacturing companies. The grant was generated by a collaborative effort between CTTC partners including Workforce Solutions Alamo (50%), New Braunfels Industrial Development Corporation (25%), and Seguin Economic Development Corporation (25%), that allowed them to pool their resources to generate the amount needed for the equipment and related training. The collaborative effort addresses the need for machinist in the region that has been on the Demand Occupations list for the past five years. The new lab will increase the CTTC advanced machining program capacity by up to 60 students per semester.

The CTTC is currently working with various local companies including Tank Partners and EPIC Piping to provide training for their welders. The CTTC is also working with the

SPC – Auto Technician program to address a request by Rush Enterprises for advanced training in auto mechanics. The training will be delivered at the SPC main campus.

The Alamo Colleges Greater Kerrville Center obtained the “Who’s Next” software system to better track students being served at the Regional Centers. CTTC will pilot the beta online version of the software in the early Spring of 2018. The CTTC will be hosting a Regional Workforce Summit on January 25th. The summit is sponsored by the City of New Braunfels, Seguin, and the CTTC Advisory Board. A total of 25 employers have RSVP'd from various targeted industry sectors including manufacturing and healthcare partners.

Report on The Learning Company by Hitish Nathani

Update of the Transfer Advising Guides by Dr. JoCarol Fabianke

Update of Faculty Mentoring by Dr. JoCarol Fabianke

Strategic Planning Retreat Update by Dr. Tom Cleary

### **PROGRAM HIGHLIGHTS**

Advising Scoreboard, Alamo Colleges District – Palo Alto College by Michael Ximenez

**LEGISLATIVE COMMITTEE** - Roberto Zárate, Chair  
Legislative Report

**COMMUNITY INVOLVMENT** – Denver McClendon, Chair  
UTSA Community College Government Class, Dr. Katz

Breakfast with the Mayor, Dr. Katz and Sprague

TCCTA Burnside Scholarship-SAC Committee, Dr. Katz

St. Philip's College Graduation, Trustees McClendon, Bustamante, Kingsbery, Sanchez and Moreno

Meeting with Representative Barbara Gervin-Hawkins, McClendon, Zarate, and Alderete

City of Hondo Meeting, Dr. Katz, Casillas, and Zarate

### **ELECTIONS**

The board approved an Order Calling for a General Election for Trustees Single Member Districts 5, 6, and 7 and a Special Election for the Trustee of District 9 To Be Held on May 5, 2018

In accordance with the order, the Trustees: (i) Calls for a General Election To Be Held on May 5, 2018 To Elect Three Single-Member District Trustees for District Five (5), District Six (6), and District Seven (7) for six-year terms; and (ii) Calls for a Special Election To Be Held on May 5, 2018 to Fill An Unexpired Term for the position of Single-Member District Trustee Nine (9); and (iii) Calls for the Elections on the Uniform Election Date of May 5, 2018 during which multiple entities are holding their elections in Bexar County, Texas.

The Board approved and adopted the order designating Alamo Colleges District – Northwest Vista College as an early voting polling place for the March 6, 2018 Joint Primary Election and May 22, 2018 Joint Primary Runoff Election in Bexar County, as requested by the Bexar County Elections Administration Department, with the use of a specific building at Alamo Colleges District – Northwest Vista College to be determined at a later date.

**STUDENT SUCCESS** - Clint Kingsbery, Chair  
Alamo Academies Update presentation by Gene Bowman

I-BEST presentation by Melissa Sadler-Nitu

**AUDIT, BUDGET AND FINANCE** - Roberto Zárate, Chair  
Internal Audit Quarterly Update presentation by William G. Wullenjohn, Sr.

Annual Review of the Internal Audit Charter  
The Trustees approved the Internal Audit Charter to be effective as of January 23, 2018. Professional practice standards require an annual review of the Internal Audit Charter. No changes are recommended by the Internal Audit Department to the Internal Audit Charter. An annual review and any updates to the charter require Board approval.

Annual Review of the Audit Committee Charter  
The Board approved the Audit Committee Charter to be effective as of January 23, 2018. Annually, the Audit, Budget, and Finance Committee must review and assess the adequacy of its charter, and provide its approval of the charter. No changes are recommended by the Internal Audit Department to the Audit Committee Charter. An annual review and any updates to the charter require Board approval.

Audit Services Policy C.1.2 and Internal Audit Protocol C.1.2.1  
The Trustees approved the policies and procedures related to audit services. This is a periodic review and approval.

Amending the Contract with Brainfuse, Inc. for the Purchase of Online Tutoring Services  
The Board approved amending the contract with Brainfuse, Inc. providing for the purchase of Online Tutoring Services in the estimated annual amount of \$156,000, with no change to the price, as requested by the Vice Chancellor for Academic Success. Approval of this contract amendment increases the expenditures previously authorized, and extends the term of the agreement. This action enables the continued

purchase of existing vendor hosted, enterprise-wide, Online Tutoring Services. The Online Tutoring Services are delivered at no charge to students and do not replace current tutoring centers or services. These services increase the availability of tutoring options for students during peak times, and when services are not available in person or if online, tutoring is preferable to the student. Additionally, these services provide an array of tutoring subjects (i.e. math, writing, reading, and other core curricula) designed to enhance the delivery of support services to the students.

#### Amending the Contract with Gold Hill Associates for the Purchase of Executive Search Services

The Trustees approved amending a contract with Gold Hill Associates for an increased authorization for the purchase of Executive Search Services for a new estimated annual amount of \$200,000, as requested by the Associate Vice Chancellor for Human Resources & Organizational Development. Approval of this contract amendment increases the expenditures previously authorized. Approval of this action enables negotiated changes to the contract that will result in continued service delivery to meet current and future requirements by providing for the purchase of executive search services on an as needed basis to fill key administrative positions that may arise at Alamo Colleges District. The scope of work requires the contractor to recruit, screen, and assess applicants from a diverse pool of qualified prospects, including minorities and women, down to a group of 6 to 10 to be interviewed by hiring officials; and the contractor will provide applicant confidentiality throughout the screening and hiring process. Approval of this action enables continued delivery of services to meet current and future requirements; avoidance of startup costs/delays; and stability to the program's service delivery.

#### Purchase of Double-Station Electronic Troubleshooting Hydraulic Training Simulator for the Alamo Colleges – St. Philip's College

The Board approved the purchase to Fluid Power Training Institute for the purchase of a Double-Station Electronic Troubleshooting Hydraulic Training Simulator in the amount of \$119,890 as requested by the office of the President for Alamo Colleges District – St. Philip's College. This contract action provides for the purchase of a Double-Station Electronic Troubleshooting Hydraulic Training Simulator for use by the Diesel Technology Center at the Alamo Colleges District – St. Philip's College Southwest Campus Diesel Technology Center. The purchase includes a "foundation building" training system to help teach students Pascal's Law, inertia, power, resistance, pressure differential, series, and parallel theory necessary in obtaining the job skillsets for an industry utilizing advanced hydraulic systems.

#### Proposals Received for the Purchase of Print Advertisements for Legal and Public Notices

The Trustees approves the contract to Hearst Media Services, La Prensa de San Antonio for Items # 1, 2, 3 and 4, and Barton Publications Inc. for Item # 3 and 4, providing for the purchase of print advertisements for legal, public notices, classified and general advertisements in the combined estimated annual amount of \$195,000. This contract action provides for the purchase of advertisement services of

qualified newspapers in the local and surrounding areas. These contracts are used when the Alamo Colleges District requires the publishing of legal and public notices, such as those for public hearings and invitation for competitive sealed proposals. Additionally, these contracts can be utilized for the publishing of classified or general advertisements such as employment hiring notices on an indefinite-order, indefinite-quantity basis. The amounts shown represent the Alamo College District's best estimates for a one-year period. The amount paid will be determined by the amount of advertisements purchased.

**BUILDING, GROUNDS & SITES SELECTION** - Joe Alderete, Chair  
Construction Status Report presentation by John Strybos

Purchase of Plumbing and Pipefitting Maintenance & Repair Services  
The Board awarded contracts to provide for the purchase of Plumbing and Pipefitting Maintenance & Repair Services to: A-Ram Plumbing, Inc.; Bolin Plumbing, Ltd.; Way Engineering, Ltd., Columbia Contracting Corporation, and TD Industries on an as needed basis in the estimated annual amount of \$500,000 as requested by the Associate Vice Chancellor of Facilities Operations and Construction Management.

**PERSONNEL**

Appointment of Full Time Faculty

The Board approved the appointment of 3 Full Time Faculty submitted by the College Presidents for the 2017-2018 academic year. Further Board action will not be required for these persons to teach in the indicated disciplines.

**CONSENT AGENDA**

Approved

**EXECUTIVE SESSION**

There were no action items post executive session.

**Next Regular Board Meeting Date: Tuesday, February 27, 2018**

George E. Killen Community and Education Service Center

101 Community Meeting Room

201 West Sheridan, San Antonio, Texas