

## **CEREMONIALS/RECOGNITION OF SPECIAL GUESTS**

Student of the Month – January 2019

Felicia Campos, Alamo Colleges District – St. Philip's College, is the recipient of a \$500 La Prensa Foundation Inspirational Scholarship, courtesy of the La Prensa Foundation, founded by Tino & Amelia "Millie" Duran. Felicia is very busy on campus. Her activities include - Alamo Institute Administrative Assistant for Institute 5-Public Service and Institute 3-Health and Biosciences, a member of Phi Theta Kappa, secretary of women's volleyball team, 2nd runner up for Ms. St. Philip's College, member and officer of the SPC women's volleyball team. She has a 3.84-grade point average and is active on campus as a role model and mentor to students. Felicia is a true student servant-leader, and we are honored to select her as the Student of the Month for St. Philip's College.

Alamo Colleges District, Employee of the Month – January 2019

Carmen Velasquez, Advising Team Leader, Palo Alto College

## **NEW BUSINESS**

Granting of Emeritus Status

The Board approved, with the recognition and appreciation for 23 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, Mariana Ornelas, [Posthumous] Professor Emeritus of Humanities at Alamo Colleges District – Palo Alto College.

## **CHANCELLOR'S REPORT**

Presidents to Comment on Student Success Initiatives

4 Disciplines of Execution (4DX) Report & Wildly Important Goal (WIG) Presentation, Alamo Colleges District – St. Philip's College Nursing Program, *Dr. Rhonda Webb, Dianna Garza and Mary Holguin*

ITS Update Presentation, Roger Castro

## **PROGRAM HIGHLIGHTS**

Alamo Colleges District – St. Philip's College Cybersecurity Program, Presentation, *Edith Orozco, Caroline Mora, Estrella Torres and Miguel Gonzalez*

## **LEGISLATIVE - Joe Alderete, Chair**

Legislative Update, Joe Alderete

Mr. Alderete reported that this legislative session is focused on school finance and property tax reform. Community College Day is on January 30. He encouraged all interested students to sign-up as early as possible to participate.

## **AUDIT, BUDGET AND FINANCE - Roberto Zárate, Chair**

Travel Authorization for Trustees to attend the 2019 Aspen Prize for Community College Excellence Top 10 Finalists Recognition and Winner Announcement

The Trustees approved travel expenses for Trustees to attend the 2019 Aspen Prize for Community College Excellence Top 10 Finalists Recognition and Winner Announcement on April 2, 2019 in Washington, D.C.

#### Ratifying the Purchase of Information Technology Skills Training in Accordance with the America's Promise Driven Grant Program

The Board ratified the execution of an agreement with Codeup.com, LLC of San Antonio in the estimated annual amount of \$240,000 for the purchase of Information Technology Skills Training in support of America's Promise Driven Grant Program that is funded by the U.S. Department of Labor, and authorizing renewal of the agreement for successive grant years in the amounts to be authorized by the grantor, as requested by the office of the Vice Chancellor for Economic & Workforce Development.

#### Purchase of Information Technology Skills Training in Accordance with a Texas Workforce Commission – Skills Development Fund Grant Award

The Trustees awarded contracts to EdgeCloud Inc. estimated annual amount of \$195,000, and Rackspace US, Inc. in the estimated amount of \$275,000 for the purchase of Information Technology Skills Training in support of the Texas Workforce Commission, and authorizing renewal of the agreement for successive grant years in the amount to be authorized by the grantor, as requested by the office of the Vice Chancellor for Economic & Workforce Development.

#### Annual Review of the Audit Committee Charter

The Board approved the Audit Committee Charter, effective as of January 22, 2019. Annually, the Audit, Budget, and Finance Committee must review and assess the adequacy of its charter, and provide its approval of the charter. The independent assessor who performed the 2018 Quality Assessment of the Internal Audit Department recommended that the references to the Committee's functional oversight of the Internal Audit Department in the Audit Committee Charter and the Internal Audit Charter be consistent and in line with the new *Standards* of the International Professional Practices Framework by the Institute of Internal Auditors. Changes to the Audit Committee Charter have been proposed by Internal Audit to address the recommendations provided by the independent assessor. An annual review and any updates to the Charter require Board approval.

#### Annual Review of the Internal Audit Charter

The Trustees approved the Internal Audit Charter, effective as of January 22, 2019. Professional practice standards require an annual review of the Internal Audit Charter. The independent assessor who performed the 2018 Quality Assessment of the Internal Audit Department recommended that the Internal Audit Charter be modified to be consistent with the new *Standards* of the International Professional Practices Framework by the Institute of Internal Auditors. Internal Audit has proposed an entirely new Internal Audit Charter that is based on the new "Model Internal Audit Activity Charter" which is new authoritative guidance provided by the Institute of Internal Auditors which is in conformance with the *Standards*. 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 service for periodic review and approval. The Audit Services Policy (C.1.2) pertains to both external audit and internal audit. The Audit Services Policy was last reviewed or amended on January 23, 2018. The Internal Audit Department has recommended minor changes to the Audit Services Policy. The Internal Audit Protocol (C.1.2.1) was last reviewed or amended on January 23, 2018. No changes are recommended by the Internal Audit Department to the Internal Audit Protocol. It is proposed that the Audit Services Policy and the Internal Audit Protocol be reviewed and approved by the Board.

#### **BUILDING, GROUNDS & SITES SELECTION** - *Joe Jesse Sanchez, Chair*

Guaranteed Maximum Price for Alamo Colleges District – St. Philip’s College (SPC) Norris Building Renovation Capital Improvement Project (CIP) Construction Manager-at-Risk Skanska USA Building, Inc. (CSP 18C-005)

The Board approved the Guaranteed Maximum Price Construction Manager-at-Risk fee negotiated with Skanska USA Building, Inc. in the amount of \$16,780,000 for the construction of the Alamo Colleges District – St. Philip’s College (SPC) Norris Building Renovation Capital Improvement Project (CIP). This minute order authorizes Skanska USA Building, Inc. to begin construction for the Norris Building Renovation Capital Improvement Project (CIP).

#### **PERSONNEL**

##### Appointment of Full-Time Faculty

The Trustees approved the appointment of 5 Full Time Faculty submitted by the College Presidents for the 2018-2019 academic year. Further Board action will not be required for these persons to teach in the indicated disciplines.

##### Appointment of Administrators

The Trustees approved the recommendation of employment for the following administrator position(s):

McClurg, Kimberly – Department Chair, Humanities  
Northwest Vista College – December 12, 2018

Salinas, Juan – Department Chair, Tourism, Hospitality & Culinary Arts  
St. Philip’s College – January 1, 2019

as recommended by the Presidents of Northwest Vista College, St. Philip’s College and the Chancellor of the Alamo Colleges District.

#### **CONSENT AGENDA**

Approved

#### **Next Regular Board Meeting Date: Tuesday, February 26, 2019**

George E. Killen Community and Education Service Center  
101 Community Meeting Room  
201 West Sheridan, San Antonio, Texas