

## MEMORANDUM

**To:** Alamo Colleges District Family

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

**Date:** September 27, 2022

**Subject:** Board Meeting Report

On behalf of Dr. Mike Flores, the following is a summary of proceedings of the Alamo Colleges District Board of Trustees meeting on September 27, 2022.

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### INVOCATION

Christopher Beardsall, Dean for Academic Success, St. Philip's College

### MEMORIALS

John A. Soto, August 24, 2022  
Director of Business Outreach, District Support Operations  
**Presenter:** Linda Boyer-Owens

Said Fariabi, July 9, 2022  
Chair/Professor-Mathematics, San Antonio College  
**Presenter:** Linda Boyer-Owens

### CEREMONIALS/RECOGNITION OF SPECIAL GUESTS

Alamo Colleges District Employee of the Month: *Clara Guerrero Juarez*, District Support Office  
**Presenter:** Dr. Diane Snyder

AlamoPROMISE Student of the Month: *Erika Martinez*, St. Philip's College  
**Presenter:** Dr. Adena Williams Loston

St. Philip's College - Airplane (grounded) Donation to Vocational Program  
**Presenter:** Dr. Adena Williams Loston

### CITIZENS TO BE HEARD

**CHAIR'S REPORT, *Roberto Zarate***

Discussion and Possible Action on Letter of Support for Dr. Yvonne Katz to Serve a Two-Year Term as an Association of Community College Trustees (ACCT) Board Governance and Bylaws Committee Member

The Alamo Colleges Board of Trustees authorizes issuance of a Letter of Support for Trustee Dr. Yvonne Katz to serve as an Association of Community College Trustees (ACCT) Board Governance and Bylaws Committee Member, substantially in the form attached.

Discussion and Possible Action on Letter of Support for Student Trustee Cara Sullivan to Serve as an Association of Community College Trustees (ACCT) Student Trustee Advisory Committee Member

The Alamo Colleges Board of Trustees authorizes issuance of a Letter of Support for Student Trustee Cara Sullivan to serve as an Association of Community College Trustees (ACCT) Student Trustee Advisory Committee Member

Discussion and Possible Action on Updated B.3.5 (Policy) Board Members: Conventions, Workshops, and Events

The Board of Trustees hereby approves the Updated B.3.5 (Policy) Board Members: Conventions, Conferences, Workshops, and Events

Community Outreach

**CHANCELLOR'S REPORT, Dr. Mike Flores**

Faculty Multi-Year Contracts

**STUDENT SUCCESS COMMITTEE, *Anna U. Bustamante, Chair***

United Faculty Senate Quarterly Report

**Presenter:** Caroline Davis

**AUDIT, BUDGET AND FINANCE COMMITTEE, *Dr. Yvonne Katz, Chair, Chair***

Discussion and Possible Action on FY2020-21 Annual Financial Reports for San Antonio College, St. Philip's College, Palo Alto College, Northwest Vista College and Northeast Lakeview College

**Presenter:** Patrick Vrba

The Board of Trustees approves the drafts of the Annual Financial Report for Northeast Lakeview College for the year ended August 31, 2021, and the Annual Financial Reports for San Antonio College, St. Philip's College, Palo Alto College, and Northwest Vista College for the year ended August 31, 2021; and accepts the drafts of the: 1) Independent Auditor's Report for Northeast Lakeview College; 2) Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in

Accordance with Government Auditing Standards for Northeast Lakeview College; 3) Internal Control Communication for Northeast Lakeview College; 4) Independent Accountant's Review Report for San Antonio College, St. Philip's College, Palo Alto College and Northwest Vista College.

**BUILDING, GROUNDS & SITES SELECTION COMMITTEE, Gloria Ray, Chair**

Overview of Construction Minute Order Actions

**Presenter:** Lacy Hampton

Discussion and Possible Action on Amending the Construction Manager-at-Risk Contract with J.T. Vaughn Construction, LLC for the Alamo Colleges District - San Antonio College Science Building Capital Improvement Project to Extend the Construction Time Schedule (CSP 18C-005)

**Presenter:** Lacy Hampton

The Board of Trustees hereby approves the amendment of the contract with J.T. Vaughn Construction, LLC for the Alamo Colleges District – San Antonio College Science Building Improvement Project to extend the construction time schedule substantial completion by 51 days and final completion to be due 60 days thereafter.

Discussion and Possible Action to Amend the Construction Project Management/Program Management Services Contract with AECOM Technical Services, Inc.

**Presenter:** Lacy Hampton

The Board of Trustees hereby amends the contract with AECOM Technical Services, Inc. providing for the purchase of Construction Project Management / Program Management Services as requested by the Interim Associate Vice Chancellor for 2017 General Obligation Construction Improvement Program (CIP). Compensation for services shall not exceed 1.6% of the total budget for construction projects. This action also authorizes the Chancellor or designee to approve the fee for each engagement.

Discussion and Possible Action to Approve the Project List for the 2022 Maintenance Tax Notes and Preventative Maintenance Plan for FY23-FY25

**Presenter:** Greg McClure

The Board of Trustees hereby approves the Project List for the 2022 Maintenance Tax Notes and Preventive Maintenance Plan for FY23 – FY25 as presented.

**LEGISLATIVE COMMITTEE - Joe Alderete, Jr., Chair**

Legislative Report

**Presenter:** Priscilla Camacho

Report and Possible Discussion on Current and Future Legislative Considerations

**POLICY AND LONG-RANGE PLANNING COMMITTEE, *Dr. Lorraine Pulido, Chair***

Discussion and Possible Action on Policy D.3.3 Employee Complaints

**Presenter:** Linda Boyer-Owens

The Board of Trustees hereby approves Policy D.3.3 Employee Complaints as presented.

Discussion and Possible Action on Policy D.3.5 Academic Freedom and Responsibilities

**Presenter:** Dr. George Railey and Linda Boyer-Owens

The Board of Trustees hereby approves Policy D.3.5 Academic Freedom and Responsibilities as presented.

Discussion and Possible Action on Policy D.4.9 Conduct Constituting Moral Turpitude

**Presenter:** Linda Boyer-Owens

The Board of Trustees hereby approves Policy D.4.9 Conduct Constituting Moral Turpitude as presented.

Discussion and Possible Action on Policy D.9.1 Progressive Discipline

**Presenter:** Linda Boyer-Owens

The Board of Trustees hereby approves Policy D.9.1 Progressive Discipline as presented.

Discussion and Possible Action on Policy D.10.2 Separation from Employment

**Presenter:** Linda Boyer-Owens

The Board of Trustees hereby approves Policy D.10.2 Separation from Employment as presented.

**PERSONNEL**

A. Discussion and Possible Action on Appointment of Full-Time Faculty

**Presenter:** Linda Boyer-Owens

The Board of Trustees hereby approves the appointment of Full Time Faculty submitted by the College Presidents for the 2022-2023 academic year. Further Board action will not be required for these persons to teach in the indicated disciplines.

Discussion and Possible Action on Appointment of Administrators

The Board of Trustees hereby approves the recommendation of employment for the following administrator position:

Executive Director of Institutional Advancement  
Alamo Colleges District  
as recommended by the Chancellor of the Alamo Colleges District

Dean for Student Success  
St. Philip's College/Alamo Colleges District  
as recommended by the President of St. Philip's College and  
the Chancellor of the Alamo Colleges District

Department Chair Fine Arts & Communications  
San Antonio College/Alamo Colleges District  
as recommended by the President of San Antonio College and  
the Chancellor of the Alamo Colleges District

Department Chair English, Humanities, Teacher Edu & INRW  
San Antonio College/Alamo Colleges District  
as recommended by the President of San Antonio College and  
the Chancellor of the Alamo Colleges District

Interim Dean for Academic Success  
Palo Alto College /Alamo Colleges District  
as recommended by the President of Palo Alto College and  
the Chancellor of the Alamo Colleges District

### **CONSENT AGENDA**

Discussion and Possible Action on Consent Agenda Items

The Consent Agenda for the Regular Board Meeting of the Alamo Community College District Board of Trustees held on September 27, 2022 ,is hereby approved.

Approval of Board Meeting Minutes

Discussion and Possible Action on Approval of Minutes of the Meeting of the Board of Trustees - Meeting as a Committee of the Whole on August 9, 2022.

The minutes of the Meeting of the Board of Trustees - Meeting as a Committee of the Whole held on August 9, 2022, are hereby approved.

Discussion and Possible Action on Minutes of the Regular Board Meeting on August 16, 2022.

The Consent Agenda for the Regular Board Meeting of the Alamo Community College District Board of Trustees held on August 16, 2022, is hereby approved.

Discussion and Possible Action on Minutes of the ACCD Public Facility Corporation Meeting on August 16, 2022

The minutes of the ACCD Public Facility Corporation Board Meeting held on August 16, 2022, are hereby approved.

Internal Audit Department Monthly Activity Report

Department of Public Safety Monthly Clery Act Activity Report

Discussion and Possible Action on Approval of Federal College Work Study (FCWS) Report

### **CONSENT AGENDA FISCAL SERVICES REPORTS**

Discussion and Possible Action on Monthly Contracts Report

The Alamo Colleges District Board of Trustees hereby approves this report on non-grant contracts (public) made to the Alamo Colleges District for the period of September 1, 2021, through August 31, 2022.

Discussion and Possible Action on Monthly Grants and Contracts Report

Discussion and Possible Action on Approval of Construction Reports

Capital Improvement Program (CIP) Executive Summary

Discussion and Possible Action on Approval of Financial Reports

Discussion and Possible Action on Approval of Monthly Report on Cooperative Purchases in Excess of \$100,000

### **EXECUTIVE SESSION**

The Board may go into Executive Session to deliberate on any item referenced in this agenda for open session or executive session based on the following potential exceptions under the Act.

Pursuant to §551.071, Texas Government Code, the Board may consult with its attorney(s) to seek their advice on any matter(s) in which the duty of the attorney(s) to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter, including, without limitation, legal matters pertaining to contracts for certain faculty and staff.

Pursuant to §551.071, Texas Government Code, the Board may consult with its attorneys about pending and threatened litigations, including without limitation, a civil rights settlement demand against Northwest Vista College.

Pursuant to §551.074, Texas Government Code, the Board may consult with its attorneys about pending EEOC charges.

Pursuant to §551.072, Texas Government Code, the Board may deliberate the purchase, exchange, lease or value of real property.

Pursuant to §551.073, Texas Government Code, the Board may deliberate regarding a negotiated contract for prospective gift or donation.

Pursuant to §551.074, Texas Government Code, the Board may deliberate the appointment, employment, evaluation, reassignment, duties, performance of duties, discipline, or dismissal of a public officer or employee(s), including, without limitation, the duties of the Chancellor and District Director of Internal Audit.

Any action on these matters will be taken in Open Session

### **RECONVENE OPEN MEETING**

Discussion and Possible Action on Items Discussed in Executive Session.

The Board authorized the administration to renew the employment contract of Frank Cortez as the District Director of Internal Audit from September 1, 2023, to August 31, 2024, in the form customary for administrators.

The Board approved accepting the donation by the Tipps Family of a Gulfstream aircraft to St. Philip's College.

The Board announced that the Charge's to the Chancellor have been approved and delivered.

### **ADJOURNMENT**

#### **SETTING OF NEXT MEETING DATE**

**Next Regular Board Meeting Date: Tuesday, October 18, 2022**

Alamo College District Board Room

2222 N. Alamo St.

San Antonio, Texas, 78215