

**Minutes
Alamo Community College District
Regular Board Meeting
George E. Killen Community Education & Service Center
201 W. Sheridan
San Antonio, Texas
September 16, 2008**

CALL TO ORDER AND ROLL CALL

Chair Denver McClendon called the meeting to order at 6:12 p.m. and announced that a quorum of board members was present.

The following trustees were present:

District 1	Dr. Bernard K. Weiner (Departed at 8:36 p.m.)
District 2	Denver McClendon, Chair
District 3	Anna U. Bustamante, Assistant Secretary
District 4	Marcelo S. Casillas, Secretary
District 5	Roberto Zárate
District 6	Dr. Gene Sprague
District 7	Charles J. Conner
District 8	Gary Beitzel, Vice Chairman

The following trustee was absent:

District 9	James A. Rindfuss
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Presiding Administrator: Dr. Adelina Silva

CERTIFICATION AND POSTING OF NOTICE

Chair McClendon announced that the notice of the Regular Board Meeting had been duly posted at the District Office Building (Houston St.), Northeast Lakeview College, Northwest Vista College, San Antonio College, St. Philip's College and at Southwest Campus, Palo Alto College, and the ACCD George E. Killen Community Education & Service Center fulfilling the requirements of the statutes as set forth.

INVOCATION

The invocation was given by Dr. Dreand Johnson, Dean of Arts and Sciences at St. Philip's College.

CITIZENS TO BE HEARD

There were no citizens to be heard.

MEMORIALS

There were no memorials.

CEREMONIALS

Chair McClendon recognized City Councilwoman Sheila McNeil.

RECOGNITION OF SPECIAL GUESTS, FACULTY, AND STAFF**Student of the Month (September 2008)** *Scholarship Courtesy of La Prensa Foundation, Tino & Amelia Duran*

Dr. Reno recognized Ramon Cantu as the September 2008 ACCD Student of the Month. Mr. Cantu is a Liberal Arts major with a 3.36 GPA. As noted in his nomination letter, Mr. Cantu performs "above and beyond the call of duty as a student, and even completes his classes by writing personalized thank you notes to each one of his teachers." One of his instructors and chair of the Math and Science Division at NLC, Ms. Diane Beechinor, states "you will be amazed of his fortitude, his courage, and his intellect. Despite all the issues he faces on a daily basis, he always has a smile on his face." Mr. Cantu plans to transfer to the University of Texas at San Antonio to complete his degree and become a history teacher. Mr. Cantu expressed appreciation for the recognition and recited a poem he wrote entitled, *Not Just Any Place*.

District Wide Employee of the Month (September 2008)

Dr. Zeigler introduced Judy Lopez as the September District Wide Employee of the Month. Ms. Lopez is the Academic Unit Assistant in the Administrative Computer Technology Department and was recognized for her energy, motivation, resourcefulness, and excellent customer service and people skills towards students, faculty, administrators, staff, and community members.

Emeritus

David Mrizek recognized Barbara Strain, posthumously, as Professor Emeritus for the Theatre and Speech Communication Department at San Antonio College. Dr. Bryant Strain, Ms. Strain's brother, expressed appreciation for the recognition and spoke of Professor Strain's love of teaching. Dr. Strain has established the Barbara Strain Memorial Scholarship.

Dr. Claunch recognized Robert Marbut's and Robert Martinez' Government class.

EXECUTIVE SESSION

Chair McClendon announced that the meeting would adjourn into Executive Session under the statutes providing for such Executive Session at 6:40 p.m.

RECONVENE OPEN MEETING

Chair McClendon reconvened the meeting into Open Session on Tuesday, September 16, 2008 at 7:47 p.m.

<Agenda item 11 was moved up on the agenda.>

11. DISCUSSION AND POSSIBLE ACTION ON PARTICIPATION IN TAX INCREMENT REINVESTMENT ZONE NO. 28 (THE VERANO TIRZ)

Trustee Beitzel stated that a memorandum of understanding must first be approved in order to make this agenda item complete. This will improve the operations for the students by acquiring additional property, improving Villaret Road, and making scholarships available. Trustees spoke in support of the Texas A&M and Verano development.

City Councilwomen Jennifer Ramos and Sheila McNeil, and Assistant City Manager Pat DiGiovanni expressed appreciation to the Board of Trustees for their support.

On a motion by Trustee Conner, seconded by Trustee Dr. Weiner, and by unanimous vote of the Board, the following minute order was adopted:

"The Board of Trustees hereby approves participation in Tax Increment Reinvestment Zone No. 28 (the Verano TIRZ) at a level of 50%, up to a maximum participation amount of \$15,000,000, subject to Attachment A "Term Sheet"; negotiation and subsequent approval by the Board of Trustees of: (1) a participation interlocal agreement with the City of San Antonio and the Verano TIRZ Board of Directors, and (2) an agreement with the City of San Antonio and the Verano TIRZ Board of Directors describing terms of reconstruction of Villaret Road and the signage at Palo Alto College; and (3) a written commitment by the appropriate body or officials with A&M Dedicating or otherwise ensuring in perpetuity that at least 75% of the initial \$8,000,000 Texas A&M San Antonio scholarship program as jointly funded by Verano and other parties to provide scholarship monies for ACCD students. The Board of Trustees has considered the provisions of Board Policy CAI (LOCAL) and to the extent that it limits participation in TIRZs for up to 15 years, hereby waives such provisions."

1. REGULAR BOARD MEETING ON AUGUST 28, 2008

On a motion by Trustee Beitzel, seconded by Trustee Casillas, and by unanimous vote of the Board, the following minute order was adopted:

"The minutes of the Regular Board Meeting of the Board of Trustees of the Alamo Community Colleges held on August 28, 2008 are hereby approved as corrected."

2. SPECIAL BOARD MEETING ON AUGUST 5, 2008

On a motion by Trustee Zárata, seconded by Trustee Bustamante, and by unanimous vote of the Board, the following minute order was adopted:

"The minutes of the Special Board Meeting of the Board of Trustees of the Alamo Community Colleges held on August 5, 2008 are hereby approved as corrected."

On a motion by Trustee Zárate, seconded by Trustee Beitzel, and by unanimous vote of the Board, agenda items 3 and 4 were approved.

3. PUBLIC HEARING ON AUGUST 14, 2008

“The minutes of the Public Hearing of the Board of Trustees of the Alamo Community Colleges held on August 14, 2008 are hereby approved.”

4. PUBLIC HEARING ON AUGUST 21, 2008

“The minutes of the Public Hearing of the Board of Trustees of the Alamo Community Colleges held on August 21, 2008 are hereby approved.”

5. CHAIRMAN’S REPORT

There was no report.

6. CHANCELLOR’S REPORTS

Mr. McLaughlin presented the update on the Administrative Plan to Respond to Internal and External Audits. Discussion took place regarding the mandatory supervisory training plan.

Dr. Contreras provided a report of the Alamo Community Colleges Leadership Academy for Success (ALAS). A video was presented with comments from several members of the ALAS Class 1.

Dr. Fabianke reported that with funding from the Texas Pioneer Foundation and the College for all Texans Foundation, the ACC has received a Mobile Go Center. The Mobile Go Center will be utilized to assist in recruitment and advising efforts at local independent school districts.

7. PROGRAM HIGHLIGHTS: St. Philip’s College

Rafael Brisita, Chair of the Multi-Modal Transportation Technology, presented on the St. Philip’s College Alamo Area Aerospace Academy which included: Introduction; Program Awards; Program Memberships; Business Partners; Program Direction; Enrollments & Outcomes; Program Pathway; and Student Testimonials.

8. DISCUSSION AND POSSIBLE ACTION ON AN ELECTRONIC UNIFIED CATALOG SYSTEM

Dr. Cleary stated that the number of printed catalogs will be reduced. Dr. Clark stated that the electronic unified catalog is scheduled to go on-line May 1, 2009 for the Fall 2009 semesters.

On a motion by Trustee Dr. Sprague, seconded by Trustee Zárate, and by unanimous vote of the Board, the following minute order was adopted:

"The Board of Trustees hereby approves the request to purchase Acalog ACMS of Digital Architecture Higher Education Solutions for the Electronic Unified Catalog System CIP project. The estimated cost is not to exceed \$215,000."

9. DISCUSSION AND POSSIBLE ACTION ON PURCHASE FOR WEB CONTENT MANAGEMENT SYSTEM

The item was pulled from the agenda.

10. DISCUSSION AND POSSIBLE ACTION ON INTER-LOCAL AND COOPERATIVE PURCHASE AGREEMENT

On a motion by Trustee Zárate, seconded by Trustee Dr. Sprague, and by unanimous vote of the Board, the following minute order was adopted:

"The Board of Trustees hereby approves the Administration to execute Inter-local and/or Cooperative Purchase Agreements with the following entities: Houston-Galveston Area Council (HGACBuy); The Cooperative Purchasing Network (TCPN); TASB Buyboard; and U.S. Communities Government Purchasing Alliance. The Board also authorizes the Administration to execute additional agreements of this type as additional cooperative purchase opportunities may become available from other sources."

12. DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF FINANCIAL REPORTS THROUGH JULY 31, 2008

On a motion by Trustee Conner, seconded by Trustee Dr. Sprague, and by unanimous vote of the Board, the following minute order was adopted:

"The financial reports are hereby accepted as presented."

13. DISCUSSION AND POSSIBLE ACTION ON CONTINUANCE OF INVESTMENT BROKERS

On a motion by Trustee Conner, seconded by Trustee Beitzel, and by unanimous vote of the Board, the following minute order was adopted:

"Based on the recommendation of the Audit, Budget and Finance Committee and the Policy and Long-Range Planning Committee, the Board of Trustees hereby approves the continuance of the attached List of Investment Brokers with authorization to negotiate transactions with ACCD as prescribed in the District's Investment Policy and the addition of Bank of America Securities, LLC as a result of the change in the District's Depository relationship with Bank of America."

14. DISCUSSION AND POSSIBLE ACTION ON LEASE AGREEMENT WITH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT (TRAVIS ELEMENTARY)

On a motion by Trustee Zárate, seconded by Trustee Beitzel, and by unanimous vote of the Board, the following minute order was adopted:

The Board of Trustees approves a revised lease with San Antonio Independent School District (SAISD) space in Travis Elementary School per terms included in the attached lease agreement subject to the concurrence of the SAISD School board. This agreement from August 18, 2008 through August 17, 2009, may be renewed or altered based on terms and conditions acceptable to both governing boards. The Chancellor is hereby authorized to execute such lease on behalf of ACCD in its current form, or with such minor, non-monetary revisions as the Chancellor deems necessary or appropriate, in his discretion.

On a motion by Trustee Dr. Sprague, seconded by Trustee Conner, and by unanimous vote of the Board, minute orders 15-24 were adopted.

15. DISCUSSION AND POSSIBLE ACTION ON THE FY 2008-2009 \$4,500,000 PREVENTIVE MAINTENANCE PLAN

No action required on this item.

16. DISCUSSION AND POSSIBLE ACTION ON BIDS RECEIVED FOR THE CONSTRUCTION OF A FIRE FIGHTING TRAINING FACILITY, FOR THE FIRST RESPONDERS ACADEMY (CSP NO. 08C-173)

"The Board of Trustees, based on proposals received, hereby approves an award to McGoldrich Construction Services Corporation. of San Antonio, Texas, having submitted a proposal deemed to render the best value, to perform the Construction of a fire fighting training facility at the First Responders Academy, for the amount of \$2,272,000.00. A 10% contingency of \$227,200.00 is also approved. It is further approved that a contract be awarded to the next ranked vendor, R. L. Rohde General Contracting, Inc. of Adkins, Texas, in the amount of \$2,347,000.00 if for any reason the selected vendor fails to enter into a contract for this award."

17. DISCUSSION AND POSSIBLE ACTION ON BIDS FOR ELECTRICAL INSTALLATION OF PHASE I OF THE FIRST RESPONDERS ACADEMY (BID NO. 08C-159)

"The Board of Trustees hereby approves an award for electrical installation of phase I of the First Responders Academy to Cato Electric Company, of San Antonio, Texas, having submitted the lowest responsive and responsible bid of \$132,800.00. A 10% contingency of \$13,280.00 is also approved. It is further approved that a contract be awarded to the next lowest responsive and responsible bidder, Morlandt Electric Co. LLC of San Antonio, Texas in

the amount of \$149,725.00 if for any reason the selected vendor fails to enter into a contract for this award within a reasonable period of time."

18. DISCUSSION AND POSSIBLE ACTION ON BIDS FOR THE CONSTRUCTION OF A RESTROOM/SHOWER BUILDING FOR THE FIRST RESPONDERS ACADEMY, (BID NO. 08C-153)

"The Board of Trustees hereby approves an award for the construction of a restroom/shower building for the First Responders Academy to AMG Contractors, LLC of San Antonio, Texas, having submitted the lowest responsive and responsible bid of \$172,600.00. A 10% contingency of \$17,260.00 is also approved. It is further approved that a contract be awarded to the next lowest responsive and responsible bidder, RAM II General Contracting of San Antonio, in the amount of \$177,747.00 if for any reason the selected vendor fails to enter into a contract for this award within a reasonable period of time."

19. DISCUSSION AND POSSIBLE ACTION ON BIDS RECEIVED FOR THE CONSTRUCTION OF A TANK AND PUMP STATION FOR THE FIRST RESPONDERS ACADEMY (CSP NO. 08C-166)

"The Board of Trustees, based on proposals received, hereby approves an award to RAM II General Contractor, Inc. of San Antonio, Texas, having submitted a proposal deemed to render the best value, to perform the construction of a tank and pump station at the First Responders Academy, in the amount of \$417,747.99. A 10% contingency of \$41,774.80 is also approved. It is further approved that a contract be awarded to the next ranked vendor, Shannon-Monk, Inc. of Helotes, Texas, in the amount of \$475,000.00 if for any reason the selected vendor fails to enter into a contract for this award."

20. DISCUSSION, RECOMMENDATION AND POSSIBLE ACTION ON BIDS FOR THE CONSTRUCTION OF AN ON-SITE SEWAGE FACILITY WASTEWATER SYSTEM, FIRST RESPONDERS ACADEMY (BID NO. 08C-165)

"The Board of Trustees hereby approves an award for Construction of an On-Site Sewage Facility Wastewater System, First Responders Academy to Septic Solutions, of Von Ormy, Texas, having submitted the lowest responsive and responsible bid of \$77,500.00. A 10% contingency of \$7,750.00 is also approved. It is further approved that a contract be awarded to the next lowest responsive and responsible bidder, Lawrence Excavation, Inc. of Dripping Springs, Texas in the amount of \$94,832.00 if for any reason the selected vendor fails to enter into a contract for this award within a reasonable period of time."

21. DISCUSSION AND POSSIBLE ACTION ON ASBESTOS ABATEMENT FOR PARK PLACE BUILDING AT SAN ANTONIO COLLEGE (RFP NO. 07M-050)

"The Board of Trustees hereby approves the award of a Purchase Order (Contract # 07M-050) to Bexar Environmental in the amount of \$170,546.83 for the asbestos abatement of the Park Place Building at San Antonio College."

22. DISCUSSION AND POSSIBLE ACTION ON BIDS TO FURNISH AND INSTALL A FUEL STORAGE TANK FOR THE KILLEN COMMUNITY EDUCATION AND SERVICE CENTER (BID NO. 08C-139)

"The Board of Trustees hereby approves an award to furnish and install a fuel storage tank for the Killen Community Education and Service Center to RST Construction, Inc. of San Antonio, Texas, having submitted the lowest responsive and responsible bid of \$172,755.00. A 10% contingency of \$17,276.00 is also approved. It is further approved that a contract be awarded to the next lowest responsive and responsible bidder, 3TI, Inc. of San Antonio, in the amount of \$190,000.00 if for any reason the selected vendor fails to enter into a contract for this award within a reasonable period of time."

23. DISCUSSION AND POSSIBLE ACTION ON BIDS FOR THE ROOF EXTENSION & KILN RELOCATION FOR BUILDING J, PALO ALTO COLLEGE (BID NO. 08C-172)

"The Board of Trustees hereby approves an award for the roof extension & kiln relocation for Building J, Palo Alto College to Tejas Premier Building Contractor, of San Antonio, Texas having submitted the lowest responsive and responsible bid of \$46,872.00. A 10% contingency of \$4,687.00 is also approved. It is further approved that a contract be awarded to the next lowest responsive and responsible bidder, Breda Construction, Inc. of San Antonio, Texas in the amount of \$50,595.00 if for any reason the selected vendor fails to enter into a contract for this award within a reasonable period of time."

24. DISCUSSION AND POSSIBLE ACTION ON BIDS FOR THE RENOVATION & FIRE ALARM INSTALLATION AT BUILDING "D" KILLEN COMMUNITY EDUCATION AND SERVICE CENTER (BID NO. 08C-168)

"The Board of Trustees hereby awards a contract for the renovation and fire alarm installation at Building "D" Killen Community Education and Service Center to Bridle Bit General Contractor Inc. of San Antonio, Texas having submitted the lowest responsive and responsible bid of \$86,538.14. A 15% contingency of \$12,981.00 is also approved. It is further approved that a contract be awarded to the next lowest responsive and responsible bidder, Degand Contracting, Inc. of San Antonio, Texas in the amount of \$108,095.00 if for any reason the selected vendor fails to enter into a contract for this award within a reasonable period of time."

On a motion by Trustee Dr. Sprague, seconded by Trustee Casillas, and by unanimous vote of the Board, minute orders 25-26 were adopted.

25. DISCUSSION AND POSSIBLE ACTION ON BIDS FOR THE RENOVATION OF OFFICE SUITES AND WORKROOM, BUILDINGS "B" AND "C" KILLEN COMMUNITY EDUCATION & SERVICE CENTER (BID NO. 08C-171)

"The Board of Trustees hereby approves an award for the renovation of office suites and workroom, Buildings "B" and "C" Killen Community Education & Service Center to McStili Construction, Inc. of San Antonio, Texas having submitted the lowest responsive and responsible bid of \$60,860.00. A 10% contingency of \$6,086.00 is also approved. It is further approved that a contract be awarded to the next lowest responsive and responsible bidder, Tejas Premier Building Contractor, Inc. of San Antonio, Texas in the amount of \$62,431.00 if for any reason the selected vendor fails to enter into a contract for this award within a reasonable period of time."

26. DISCUSSION AND POSSIBLE ACTION ON BIDS FOR THE RENOVATION OF ENGLISH DEPARTMENT COMPUTER LABS AT GONZALES HALL, SAN ANTONIO COLLEGE (BID NO. 08C-167)

"The Board of Trustees hereby awards a contract for the renovation of English Department computer labs at Gonzales Hall, San Antonio College to H. Karp Company of San Antonio Texas having submitted the lowest responsive and responsible bid of \$52,625.00. A 10% contingency of \$5,263.00 is also approved. It is further approved that a contract be awarded to the next lowest responsive and responsible bidder, Breda Construction, Inc. of San Antonio, Texas in the amount of \$56,595.00 if for any reason the selected vendor fails to enter into a contract for this award within a reasonable period of time."

On a motion by Trustee Beitzel, seconded by Trustee Dr. Sprague, and by unanimous vote of the Board, minute orders 27-31 were adopted:

27. DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF NEW LOCAL POLICY DHD - EMPLOYEE STANDARDS OF CONDUCT: DRUGS AND INTOXICANTS

"New local policy DHD - Employee Standards of Conduct: Drugs and Intoxicants (Attachment 1) is adopted as presented."

28. REVIEW AND POSSIBLE ACTION ON ADOPTION OF NEW LOCAL POLICY DHF - EMPLOYEE STANDARDS OF CONDUCT: FELONIES AND OFFENSES INVOLVING MORAL TURPITUDE

"New local policy DHF - Employee Standards of Conduct: Felonies and Offenses Involving Moral Turpitude (Attachment 1) is adopted as presented."

29. DISCUSSION AND POSSIBLE ACTION ON REVISION OF LOCAL POLICY DH - EMPLOYEE STANDARDS OF CONDUCT

"Revised local policy DH - Employee Standards of Conduct (Attachment 1) is adopted as presented."

30. DISCUSSION AND POSSIBLE ACTION FOR ADOPTION OF NEW LOCAL POLICY DIA – ASSIGNMENT AND SCHEDULES: TELECOMMUTING

"New local policy DIA - Assignment and Schedules: Telecommuting (Attachment 1) is adopted as presented."

31. DISCUSSION AND POSSIBLE ACTION ON REVISION OF LOCAL POLICY CAK – APPROPRIATIONS AND REVENUE SOURCES: INVESTMENTS

"The Board has reviewed local policy CAK and the ACCD investment strategy. Based upon this review local policy CAK - Appropriations and Revenue Sources: Investments (Attachment 1) is adopted as presented. This revised policy supersedes all previous versions of local policy CAK."

32. DISCUSSION AND POSSIBLE ACTION ON FULL TIME, ADJUNCT & CONTINUING EDUCATION FACULTY

On a motion by Trustee Dr. Sprague, seconded by Trustee Zárata, and by unanimous vote of the Board, the following minute order was adopted:

"The appointment of full-time, adjunct, and continuing education faculty named on attached list for the designated year is hereby approved. Further Board action will not be required for these persons to teach in the indicated disciplines. Employment of adjunct and continuing education faculty is contingent upon the instructional needs of the college."

33. CONSENT AGENDA

On a motion by Trustee Beitzel, seconded by Trustee Casillas, and by unanimous vote of the Board, the following minute order was adopted:

"The Consent Agenda for the Regular Board Meeting of the Alamo Community College District Board of Trustees held on September 16, 2008 hereby approved which includes: 34, 35, 36, and 37."

34. DISCUSSIONS AND POSSIBLE ACTION ON MONTHLY REPORT ON COOPERATIVE PURCHASES IN EXCESS OF \$50,000.00

"The Board of Trustees hereby accepts the Cooperative Purchase Report for the July/August 2008 reporting period."

35. GRANTS AND CONTRACT DEPARTMENT REPORT

"The Alamo Community College District Board of Trustees hereby accepts this report on the grants and contracts (public) made to the Alamo Community College District as of September 1, 2007 through August 31, 2008."

36. DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF CONSTRUCTION REPORTS

"The construction reports are hereby accepted as presented."

37. GIFT RECEIPT REPORT

"The Alamo Community College District Board of Trustees hereby accepts this report on the private gifts and grants made to the Alamo Community College District and the Alamo Community College District Foundation, Inc. as of JULY 24, 2008 through AUGUST 22, 2008."

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:14 p.m.

Approved for submission to the Board:

Dr. Bruce H. Leslie
Chancellor

Prepared by:
Sandra T. Mora
Administrative Assistant