



ALAMO
COLLEGES

ST. PHILIP'S COLLEGE

Office of the President

December 20, 2013

Dr. Belle Wheelan, President
Commission on Colleges
Southern Association of Colleges and Schools
1866 Southern Lane, Decatur GA 30033

Dear Dr. Wheelan,

In keeping with the Southern Association of Colleges and Schools' *Principles of Accreditation: Foundations for Quality Enhancement*, St. Philip's College is pleased to notify you of a substantive change scheduled for spring 2014. The change relates to Substantive Change Procedure One: The Review of Substantive Changes Requiring Notification and Approval Prior to Implementation. St. Philip's College is submitting a modified prospectus for the initiation of a program using existing approved courses at a new off-campus site and at the request of an employer.

The change proposed is the implementation of the Advanced Manufacturing Technician (AMT) program at the

Workforce Development Center of Excellence: Alamo Academies
800 Quintana Road, Bldg 8
San Antonio, TX 78211

This program is being implemented at the request of Toyota using existing approved SPC courses. The St. Philip's College Curriculum Committee approved the program on October 17, 2013. The Alamo Colleges Curriculum Council approved the program change on November 12, 2013.

I look forward to hearing from you regarding this submission. Please let me know if you have any additional questions or concerns.

Sincerely,

Adena Williams Loston, PhD
President

c: Maureen Cartledge, Interim Vice President of Academic Success, St. Philip's College

**Substantive Change Modified Prospectus:
Implementation of a Program at a New Off-Site Location
Advanced Manufacturing Technician, A.A.S.**

Prepared by St. Philip's College

**Submitted to Commission on Colleges of the
Southern Association of Colleges and Schools**

December 20, 2013

**Substantive Change Prospectus
Cover Sheet**

Include name phone number and e-mail address of person to be contacted with questions regarding the prospectus

Dr. Karen Sides
Dean of Interdisciplinary Programs
SACS Accreditation Liaison
ksides@alamo.edu
210-486-2339

TABLE OF CONTENTS

Abstract.....3

Background Information.....4

Description of the Change.....5

Faculty.....6

Library and Learning Resources.....7

Physical Resources.....8

Physical Resources.....9

Financial Support.....9

Appendices:

 Appendix A. Advanced Manufacturing Technician Faculty Roster.....10

 Appendix B. Degree Plan.....15

 Appendix C. Board Minutes of ACCD-City of San Antonio Interlocal Agreement.....17

 Appendix D. Toyota Request for Program.....31

ABSTRACT

St. Philip's College, Division of Applied Science & Technology and the Department of Applied Electrical and Mechanical Technology is seeking permission from the Southern Association of Colleges and Schools – Commission on Colleges (SACS-COC) to offer an Associate of Applied Science degree in Advanced Manufacturing Technician at the **Workforce Development Center of Excellence (WCoE): Alamo Academies in San Antonio, Texas**. The WCoE is located next to St. Philips College's Southwest Campus at 800 Quintana Road, Bldg 8, San Antonio, TX 78211 near Kelly Air Force Base in the southwest-central part of San Antonio. Since this program is similar to the approved Electronics Technology, Instrumentation program offered on SPC's main campus, this request is solely for permission to offer the degree at an off-site location per the request of Toyota.

The majority of the courses in this program will still be held at the St. Philip's College Martin Luther King campus (MLK) at 1801 Martin Luther King Drive, San Antonio, Texas 78203.

BACKGROUND INFORMATION

Nature and Purpose of the Change:

The Advanced Manufacturing Technician (AMT) option is designed to prepare students for a career in multi-skilled technical support in the manufacturing environment. The AMT graduate will be prepared for employment in a variety of industries to maintain manufacturing equipment and control systems. Manufactures such as Toyota, General Motors, Motorola, and Samsung require trained and educated skilled technicians to maintain and repair cutting edge technical manufacturing equipment.

Evidence of the legal authority for the change:

The proposed change, because it involves a previously-approved program of study, does not require State of Texas approval. The Board of Trustees of the Alamo Community College District (ACCD) voted in December 2011 to acquire the Workforce Development Center of Excellence from the San Antonio Port Authority in exchange for Workforce credits to be achieved through the Alamo Area Academies. The Board reaffirms its interlocal agreement with the City of San Antonio for the Alamo Academies support every year (see Board Minutes of ACCD-City of San Antonio Interlocal Agreement in Appendix C).

DESCRIPTION OF CHANGE

Program Objectives: The purpose of the AMT program is to educate and train students with cutting-edge curriculum that can provide advanced manufacturing technologies in multiple disciplines to prepare them for a career in the highly sought after and well paid job market.

Curriculum: Curriculum is based on the need to recruit multi-skilled applicants with advanced manufacturing technologies through a strong electronic and troubleshooting curriculum, as well as a true multi-skilled program which is in high demand in the current workforce.

The Chair of the Applied Electrical and Mechanical Technology will administer the program under the direction of the Dean of Applied Science & Technology. The Chair will follow procedures set forth by the Vice President of Academic Affairs, and the College and District Curriculum Committees. Although it is not required for an Associate of Applied Science program, an Advisory Board has been assembled to review and make recommendations regarding the most appropriate curriculum to offer to students.

FACULTY

St. Philip's College has qualified faculty in the Electronics Technology program that have the education and experience to facilitate the learning of students in the area of Advanced Manufacturing Technician program. Appendix A Faculty Roster shows our faculty members who will be teaching in the program. No additional faculty will be required; the program is currently fully staffed with a Program Director

PHYSICAL RESOURCES

St. Philip's College's main campus is home of the Advanced Manufacturing Technician program. **The Workforce Center of Excellence (WCoE) Building** is located in Southwest-Central San Antonio, next to St. Philips College's South West Campus. The 40,000 square foot building was recently purchased from the City of San Antonio in exchange for workforce credits by the Alamo Community College District to house the Alamo Academies.

LIBRARY AND LEARNING RESOURCES

St. Philip's College Learning Resources Center provides an educational environment that stimulates leadership, personal growth, and a lifelong appreciation for learning. The Center operates the Library, Computer Operations, and Media Services. Resources are available to enhance classroom instruction and meet the needs of students, faculty, staff, and administrators. A large number of resources are available on and off-campus at both the MLK and SW campuses. The following resources are available to all students:

- Alamo College Libraries Catalog
- Electronic Databases
- InterLibrary Loan (ILL)
- Links to Other Libraries

To further assist students with their research related needs, the College provides

- Anatomical Models
- Assistive Technology for Special Needs
- 36 Computers with MS 2007 and Internet
- Current Magazines and Periodicals
- Individual and Group Study Areas
- Full-Text Microfiche
- Music CDs

STUDENT SUPPORT SERVICES

Student academic and other support services for the AMT program are offered onsite either in person or via the same web-based electronic interfaces used by on-campus students. Tutoring is offered by the faculty teaching the courses onsite, and if students should need IDs, library cards, or print library materials these can be delivered through the district's courier services to center administrators.

FINANCIAL SUPPORT

Funding for the Associate of Applied Science in Advanced Manufacturing Tech program will come from three sources: tuition, lab fee, and state contact hour reimbursement.

There are no plans to expend funds for ongoing contractual or support services for the program. The operation and management of the program will fall under the Applied Electrical and Mechanical Technology Department. No additional management oversight will be required. Any additional funds needed for the program will be provided through the department's annual operating budget.

APPENDIX A

Faculty Roster

Instructor Name	Course Listing		Earned academic degree(s)	Additional Qualifications
Marie-Michelle Kelley	CETT-1409 DC-AC Circuits(N) CETT-1429 Solid State Devices(N) CETT-1325 Digital Fundamentals(N) CPMT-1411 Introduction to Computer Maintenance(N) ELMT 1305 Basic Fluid Power RBTC 1305 Robotics Fundamentals RBTC-1301 Programmable Logic Controllers(N)	INTC-1357 AC/DC Motor Control(N) INTC-1359 Temperature Control(N) INTC-1358 Flow and Measurement Calibration(N) INTC-2433 Instrumentation Systems Installation(N) RBTC-1347 Electromechanical Devices(N)	BS Electrical Engineering <i>University of Texas San Antonio</i> PhD, Biomedical Engineering <i>University of Texas San Antonio</i>	6 years Electronics Technician/ 4 years Manufacturing Engineer with 3 years as Director of Manufacturing, 8 years Biomedical Engineering Research, 10 years PCB designer , 1 year teaching experience in Electrical Engineering, Electronics, PCB design, Biomedical Engineering, Supervised undergraduate and graduate students
Elizabeth Leon	BIOM-1315 Medical Equipment Networks BIOM-2215 Physiological Instruments I BIOM-2231 Bilmedical Clinical Instrumentation BIOM-2301 Safety in Health Facilities BIOM-2357 Biomedical Equipment Technician (BMET) Proficiency Review CETT-1307 Fundamentals of Electronics(N) CETT-1409 DC-AC Circuits(N)	CETT-1325 /1425 Digital Fundamentals(N) CETT-1429 Solid State Devices(N) CETT-1445 Microprocessor(N) CPMT-1303 / 1403 Introduction to Computer Technology CPMT-1449 Computer Networking Technology ELMT-2351 Power Generation Fundamentals RBTC-1305 Robotic Fundamentals RBTC-1351 Robotic Mechanisms RBTC-1347 Electromechanical Devices	AAS Biomedical Equip. Technology <i>St. Philip's College</i> BS Industrial Engineering <i>Instituto Tecnologico Industrial Eng.</i> MS Industrial Engineering <i>St. Mary's University San Antonio</i>	Over 3 years instructional experience with 2 years experience in adult education. 2 years experience as a Biomedical Equipment Technician. Almost 2 years as independent business owner / entrepreneur.
Daniel Sherry	CETT-1409 DC-AC Circuits(N) CETT-1325 Digital Fundamentals(N)	INTC-1341 Introduction to Automation(N) INTC-1357 AC/DC Motor Control(N)	AAS Electrical & Electronics Engineering Technology	11 Years experience as an Industrial Electrician

	<p>CETT-1429 Solid State Devices(N) CETT-1445 Microprocessor(N) CNBT-1301 Introduction to Construction Industry EECT-2266 Practicum EECT- 1308 Structured Media ELMT-1302 Solar Energy Systems(N) ELMT-1305 Fluid Power ELMT-2322 Solar PV Technical Sales ELMT – 2351 Power Generation Fundamentals (N) ELMT -2353 Power Generation Troubleshooting & Repair (N)</p>	<p>INTC-1359 Temperature Control(N) INTC-1358 Flow and Measurement Calibration(N) INTC-2359 Distributive Control Systems(N) RBTC-1301 Programmable Logic Controllers(N) RBTC-1305 Robotic Fundamentals RBTC-1347 Electromechanical Devices(N) WIND 1300 Introduction to Wind Systems (N) WIND-2359 Wind Delivery Systems(N) WIND 2355 Wind Systems Troubleshooting & Repair (N)</p>	<p><i>Northwest State Community College</i> BS Education Advance Technology in Education <i>Bowling Green State University</i> MS Education Post Secondary and Adult <i>Capella University</i></p>	<p>with over 7 years as a Maintenance 2nd Shift Supervisor. Over 3 years experience as a UAW Journeyman Electrician working with industry as an Electrical Project Engineer. Over 9 years teaching experience in all aspects of Electrical Trades, Industrial Electricity, Controls, and Electronics.</p>
David Mochen	<p>CETT-1402 Electricity Principles(N) CETT-1409 DC-AC Circuits(N) CETT-1411 Solid State Circuits(N) CETT-1425 Digital Fundamentals(N) CETT-1429 Solid State Devices(N) CETT-1431 Technical Programming(N) CETT-1441 Solid State Circuits(N) CETT-1445 Microprocessor(N) CETT-1457 Linear integrated Circuits(N) CETT-1472 Electronic Problems(N) INTC-1359 Temperature Control(N) INTC-1358 Flow and Measurement Calibration(N) INTC-2359 Distributive Control Systems(N)</p>	<p>CETT- 2433 Digital Computer Circuits(N) CETT-2435 Advanced Microprocessors(N) CETT-2449 Research and project Design(N) EECT-2288 Internship I(N) EECT-1444 Telecommunications Broadband Systems(N) EECT-2435 Telecommunications(N) EECT-2439 Communications Circuits(N) ELMT-1301 Programmable Logic Controllers(N) ELMT-2433 Industrial Electronics(N) RBTC-1245 Robotics Interfacing(N) RBTC-1305 Robotics Fundamentals(N)</p>	<p>MS Industrial Technology Education <i>West Texas A&M</i> BS Technology, <i>New Mexico State University</i> Associate of Science Electrical Engineering Technology <i>New Mexico State University</i></p>	<p>35 years experience as Systems Test Engineer, Johnson Space Center, WSTF, NM, Integrated Circuits Development (R&D) Technician Sandia Labs, NM, Rocket Telemetry Technician Dynalectron - White Sands Missile Range, NM, Nuclear Weapons Tester Mason & Hanger – DOD – Pantex, TX, Automated Process System Integrator (Programmer) Lockheed – White Sands Test Facility, Electronic, Oil Logging</p>

				Technologist Halliburton Corp., Houston Electric Power Plant Control Technician Southwestern Public Serv., Amarillo, TX, Technical Management Fundamentals Instructor Golden Gate University – Holloman AFB, NM
Brenda Clark	CETT-1402 Electricity Principles(N) CETT-1409 DC-AC Circuits(N) CETT-1411 Solid State Circuits(N) CETT-1425 Digital Fundamentals(N) CETT-1429 Solid State Devices(N) CETT-1441 Solid State Circuits(N) EECT-2435 Telecommunications(N) EECT-2439 Communications Circuits(N)	CETT-1445 Microprocessor(N) CETT-1457 Linear integrated Circuits(N) CETT-1472 Electronic Problems(N) CETT- 2433 Digital Computer Circuits(N) CETT-2435 Advanced Microprocessors(N) EECT-2288 Internship I(N) EECT-1444 Telecommunications Broadband Systems(N)	BS of Technology, Electronic Technology <i>Texas Southern University, Houston, Texas</i>	35 Years industry experience in the communications industry as an Area Manager for Network Operations, Manager for AC/DC Analog and Digital Circuit Analysis, Manager for AC/DC Analog and Digital Installation and Maintenance, Network Service Supervisor- Network Maintenance, Technical Training Instructor, Switching Equipment Technician and Frame Wiring Technician
Albert Vasquez	BIOM-1201 Biomedical Equipment Technology(N) BIOM-1209 Applied Biomedical Equipment(N) BIOM-2201 Safety in Healthcare	BIOM-2266 Practicum Biomedical Equipment I(N) BIOM-2267 Practicum Biomedical Equipment II(N) CETT-1307 Fundamentals of Electronics(N)	BS Electrical Engineering <i>University of Texas San Antonio</i> MS Electrical Engineering <i>University of Texas San Antonio</i> PhD, Biomedical Engineering	4 years Electronics Technician, 4.5 years Healthcare/Hospital technician, 3 years Biomedical Engineering

	Facilities(N) BIOM-2235 Physiological Instrumens I(N) BIOM-2239 Physiological Instruments II(N)	CETT-1409 DC-AC Circuits(N) CETT-1425 Digital Fundamentals(N) CETT-1429 Solid State Devices(N) CETT-1445 Microprocessor(N) FCEL-1302 Introduction to Fuel Cells	<i>University of Texas San Antonio (In Progress)</i>	Research, 3 years Biomedical Equipment Technician, 2 years Clinical Engineering, 2 years Instructor Biomedical Equipment Technician

APPENDIX B

Degree Plan

APPENDIX C

Board Minutes of ACCD-City of San Antonio Interlocal Agreement

**Board Minutes approving extension of Academies/City of San
Antonio Interlocal Agreement**

Discussion and Possible Action on the Twelfth Annual Interlocal Agreement - Utility Escrow Settlement Agreement between the City Of San Antonio and the Alamo Colleges

Presented to the AUDIT, BUDGET & FINANCE COMMITTEE on July 17, 2012 and forwarded for recommended approval to the ALAMO COLLEGES BOARD OF TRUSTEES on July 24, 2012.

MINUTE ORDER

"The Board of Trustees authorizes the Chancellor or his designee to negotiate and execute the Fiscal Year 2012 - 13 Interlocal Agreement related to the Utility Escrow Settlement with the City of San Antonio in the amount of \$ \$940,406."

PURPOSE

To authorize the annual Interlocal Agreement and account for City of San Antonio's Customized Training, Employee Development, and Workforce Development programs for FY 2012-13 in accordance with the provisions of the Utility Escrow Settlement.

BACKGROUND

In February 2001, the Board of Trustees of the Alamo Community College District (ACCD) authorized the negotiation and execution of the Utility Escrow Settlement and a related Interlocal Agreement with the City of San Antonio. The Agreement authorizes ACCD to provide training and education courses for City employees and programs designated by the City, including tuition reimbursement and/or any other lawful purpose that supports the City's economic development strategies and workforce development goals in lieu of fourteen percent (14%) of electric and natural gas charges billed by City Public Service to the Alamo Community College District. This is the twelfth year of a fifteen year Interlocal Agreement between the City of San Antonio and the Alamo Colleges. Previous budgets have funded the same programs in the past. These funds are used to provide training through the five Alamo Colleges for the Alamo Academies and for City of San Antonio employees and resident clients. Also funds are used as part of an economic development incentive to retain and attract jobs to San Antonio in the form of training credits for local workforce hires. The Agreement requires annual renewal by both parties. The City Council reviewed and approved the Twelfth Interlocal Agreement on June 21, 2012. Additionally, the annual renewal of the Interlocal Agreement has already been reviewed by both the City and Alamo College's legal staff.

IMPLICATIONS

Financial: Authorizes **\$940,406** from the Interlocal Agreement account for the Alamo Colleges to provide instruction and related services, as authorized by the City of San Antonio, to include: Customized Training, Employee Development, and Workforce Development programs for FY11-12 for approximately 2,392 individuals (Exhibit II).

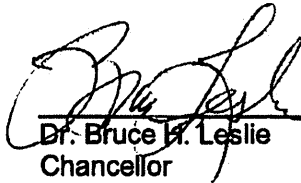
Strategic Plan: Goal I (Access to Higher Education), Goal III (Workforce Development) and Goal IV (Capacity to Serve)

Human Resources: None



**A L A M O
C O L L E G E S**

ATTACHMENTS: Exhibit 1 - Utility Escrow Settlement between the City Of San Antonio and the Alamo Colleges
Exhibit II - Year Twelve, Interlocal Agreement Budget & Performance Plan



Dr. Bruce H. Leslie
Chancellor

Date

**Dr. Federico
Zaragoza**

Digitally signed by Dr. Federico Zaragoza
DN: cn=Dr. Federico Zaragoza, o=Alamo Colleges, ou=VC EWD, email=fzaragoza@alamo.edu, c=US
Date: 2012.07.12 13:15:05 -0500

Dr. Federico Zaragoza
Vice Chancellor for Economic & Workforce Development

Date

SETTLEMENT AGREEMENT

WHEREAS, in 1987, the Fourth Court of Appeals in City of San Antonio v. Alamo Community College District, rendered judgement in favor of the City of San Antonio ("CITY") requiring the Alamo Community College District ("ACCD") to pay that portion of their electric and natural gas service bills destined to be paid to the City; and

WHEREAS, in the spirit of cooperation, the parties have agreed to a release, and an expenditure of a portion of the Proceeds to establish a High Technology Center to be utilized in furtherance of CITY'S Economic Development Strategies and Workforce Development; and

WHEREAS, the parties have also agreed to the establishment of an Account and expenditure of Proceeds therein to provide customized training, classroom hours, books and materials for CITY employees, various CITY designated programs and for any other lawful purpose in furtherance of CITY'S Economic Development Strategies and Workforce Development subject to the terms established herein; and

WHEREAS, the parties have attached an Interlocal Agreement between the CITY and ACCD for the purpose of memorializing the parties intent as to the annual implementation and administration of the customized training classroom hours and materials to CITY employees, various CITY designated programs and for any other lawful purpose in furtherance of CITY'S Economic Development Strategies and Workforce Development, which is attached as Exhibit "A" and is hereby incorporated into this Agreement for all purposes; and

WHEREAS, the parties wish to memorialize their mutual assent by means of this Agreement; NOW THEREFORE:

The City of San Antonio (hereinafter referred to as "CITY"), acting through its City Manager, Alexander E. Briseño, pursuant to Ordinance No. 93625, passed and approved March 22, 2001, and the Alamo Community College District (hereinafter referred to as "ACCD"), acting through its Chancellor, Robert W. Ramsay, pursuant to the minute order, passed by the ACCD Board of Trustees on February 20, 2001, which the parties covenant and agree as follows:

I. DEFINITIONS

- 1.1 The term "ACCD" as used herein shall refer to the Alamo Community College District.
- 1.2 The term "Account" as used herein shall refer to that account that consists of Proceeds and is established to be used in connection with this Agreement.
- 1.3 The term "Administrative Costs" means reasonable costs directly incurred by ACCD related to this agreement. These costs include, but are not limited to, costs and expenses for administration and implementation of this Agreement.
- 1.4 The term "Building Account" as used herein shall refer to that account established to be used in connection with the establishment of a high-technology center, as further described by Section 11 Building Account.
- 1.5 The term "CITY" as used herein shall refer to the City of San Antonio.

Attachment I

- 1.6 The term "CPS" as used herein shall refer to the City of San Antonio City Public Service, or its successor in interest.
- 1.7 The term "High Technology Center" as use herein shall refer to a facility that will be used to train CITY employees, various CITY designated programs, or for any other lawful purpose in furtherance of CITY's Economic Development Strategies and Workforce Development.
- 1.8 The term "Proceeds" as used herein shall refer to fourteen percent (14%) of the electric and natural gas charges billed by City Public Service to the Alamo Community College District, which may otherwise be referred to as "Funds"

II.

BUILDING ACCOUNT

- 2.1 The parties acknowledge and agree that ACCD has maintained a portion of Proceeds in a Building Account with a Bank in the City of San Antonio, at its sole cost and expense, through December 31, 1999, having a balance of \$2,981,571.92.
- 2.2 The parties agree that such amount having accrued in said Building Account, as mentioned above in subsection 2.1, shall be utilized by ACCD for establishing a high-technology center, which may include, but not be limited to, finish-out, improvements and purchase of equipment at Building 210 located on the premises of Kelly AFB, or other equivalent facility so long as such facility is used for the purpose of providing customized training, or college hours to CITY employees, various designated CITY programs, or for any other lawful purpose in furtherance of CITY's Economic Development Strategies or Workforce Development.
- 2.3 ACCD, no later than June 1, 2002, shall provide CITY with a budget for the establishment of the high-technology center, which may include, but not be limited to, finish-out, improvements and purchase of equipment at Building 210 or other equivalent facility as provided by subsection 2.2. ACCD shall provide an accounting to CITY, through its Director of Finance at 506 Dolorosa, San Antonio, Texas 78205, sent in accordance with Section XIII. Notice, of all monies used in connection with the establishment of the high technology center every month during the construction of said finish-out and improvements, and purchase of equipment, as applicable. The total of all CITY's contribution to said establishment of the high-technology center, which may include, but not be limited to finish-out, improvements and purchase of equipment, shall be limited to the total as established in subsection 2.1.
- 2.4 ACCD shall forward to CITY any and all plans for the finish-out and improvements of Building 210 or equivalent facility, as provided for in subsection 2.2, no later than fourteen (14) days before ACCD commences said finish-out and improvements, if applicable. CITY shall have the right to review said plans. All plans submitted to CITY for its review shall comply with all applicable Building Codes.
- 2.5 No later than the tenth (10th) day of every month during construction or finish-out, ACCD shall provide an accounting to CITY, through its Director of Finance at 506 Dolorosa, San Antonio, Texas 78205, sent in accordance with Section XIII. Notice, of the Building Account used in connection with the establishment of a high-technology center.
- 2.6 In the event that the amount established in subsection 2.1 are not expended in connection with the establishment of a high-technology center, including, but not limited to, finish-out, improvements

and purchase of equipment at Building 210, or other equivalent facility, CITY and ACCD agree to meet and confer regarding the expenditure and designation of the remaining amount.

- 2.7 In the expenditure of the Building Account, as provided for in subsection 2.2, ACCD shall comply with all applicable local, state and federal laws, rules and regulations

III.

EDUCATION AND TRAINING ACCOUNT

- 3.1 Effective April 1, 2001, ACCD shall establish an Account pursuant to this Section, as described below. ACCD shall deposit in said Account an amount equal to approximately \$415,853.00, that amount which has accrued from January 1, 2000 through the commencement date of this Agreement.
- 3.2 Commencing April 1, 2001 and throughout the term of this Agreement, pursuant to the provisions contained herein, ACCD also agrees to deposit and maintain in said Account, fourteen percent (14%) of its monthly electric and natural gas billed by City Public Service to ACCD, otherwise referred to as Proceeds, plus interest and investment earnings, to be utilized to provide classroom hours, customized training to CITY employees and various CITY designated programs or for any other lawful purpose in furtherance of the CITY'S Economic Development Strategies and Workforce Development as established in the Interlocal Agreement (Exhibit A).
- 3.3 ACCD shall maintain the Proceeds, interest and investment earnings in the Account, which shall be separate and apart from its other accounts, including, but not limited to the Building Account described in Subsection II, Building Account, above, at a Bank in the City of San Antonio, at its sole cost and expense. The Account shall be maintained by ACCD so long as this Agreement is in effect or so long as the Proceeds plus interest and investment earnings remain unused by CITY, whichever is later. All Proceeds plus interest and investment earnings maintained in said Account shall be appropriately safeguarded and secured by FDIC and eligible security, in accordance with the Texas Public Funds Collateral Act. All Proceeds plus interest and investment earnings shall be invested by ACCD in accordance with the Texas Public Funds Investment Act, as amended.
- 3.4 The parties agree that all such amounts and Proceeds, interest and investment earnings in said Account accruing from January 1, 2000, through March 31, 2016 shall be used for the provision by ACCD to CITY of college hours, customized training, for CITY employees and various programs designated by CITY or for any other lawful purpose in furtherance of CITY'S Economic Development Strategies and Workforce Development.
- 3.5 The parties agree that CITY is not required to use any specific amount of college hours, training, books, or materials in any given semester or year, and that all Funds in the Account, including but not limited to, Proceeds plus interest and investment earnings, will be maintained by ACCD in the Account until all sums are used by CITY in accordance with Subsection 3.2 and the Interlocal Agreement (Exhibit A).

IV.

ACCOUNTING FOR DEPOSITS

- 4.1 At the end of each quarter -- March 31st, June 30th, September 30th and December 31st -- of each and every year during the term of this Agreement, ACCD shall provide to CITY, through its Director of Finance at 506 Dolorosa, San Antonio, Texas 78205, in accordance with Section XIII. Notice, an accounting of the Account established pursuant to Subsection 3.1 of this Agreement. ACCD shall

provide a copy of the monthly bank statement pertaining to this Account; ACCD's CPS monthly analysis statement, its calculation of the 14% attributable to CITY; and interest and investment earnings for the quarter.

V.
AUDIT OF RECORDS

- 5.1 In the event a dispute arises between CITY and ACCD regarding whether certain college hours were taken, training was provided, certain books and materials were used, the costs used to calculate the amount to be withdrawn from the Account under Section III. Education and Training Account and the Interlocal Agreement, which is attached as Exhibit "A" or generally regarding the utilization and expenditure of Funds, ACCD shall procure the services of an independent, third party Certified Public Accountant to audit the Education and Training Account, created pursuant to Section III, and all records maintained in connection with this Agreement. Such audit shall commence no later than thirty (30) days from the date of notice of said dispute. Any portion of the Account in dispute shall be maintained in the established Account until the dispute has been resolved as a result of said audit.
- 5.2 In the event either party wishes to terminate this Agreement, in addition to all the requirements herein established, ACCD shall procure the services of an independent, third party Certified Public Accountant, to audit the Education and Training Account, created pursuant to Section III., and all records maintained in connection with this Agreement. Such audit shall commence no later than thirty (30) days from the date of receipt of notice of termination.
- 5.3 The cost of the audit(s) required by subsections 5.1 and 5.2 may be paid out of the Education and Training Account.
- 5.4 ACCD shall maintain said records, documents and accounting records at its main office and shall make such records, documents and accounting records available to CITY, during ACCD's regular business hours, as often as CITY deems necessary, for purposes of auditing, above and beyond that allowed or required by subsection 5.1, inspecting or making copies of same by CITY or its designated representative(s), subject to a student's consent, as required by law.

VI.
RECORD RETENTION

- 6.1 ACCD shall retain all records, documents and accounting records created or pertaining, directly or indirectly, to this Agreement, including, without limitation, records of the account established pursuant to this Agreement, throughout the term of this Agreement, and for the longer of that period which CITY or ACCD is required to retain such documents, as established by the Texas State Library and Archives Commission. Upon conclusion of such period ACCD agrees to make copies, at the CITY's request, of all such records, documents and accounting records for CITY or its designated representative, that have not been furnished previously pursuant to this Agreement or by the Interlocal Agreement, subject to a student's consent, as required by law and if applicable, at no additional cost to CITY.

VII.
ADMINISTRATIVE COSTS

- 7.1 Once the high-technology center is established pursuant to Section II. Building Account, CITY recognizes that ACCD will receive use of such Proceeds to reimburse ACCD for its Administrative

Costs to administer and implement the Interlocal Agreement payable in arrears quarterly. The parties agree and understand that under no circumstance shall Administrative Costs in the aggregate, exceed eighty thousand dollars (\$80,000.00) each year for the first three years of this Agreement. At the end the third year the parties agree that they will meet and confer regarding the use of Proceeds for ACCD's Administrative Costs to administer and implement the Interlocal Agreement for the remainder of the term of this Agreement.

VIII.
RELEASE

- 8.1 That for and in consideration of the aforementioned recitals and other good and valuable consideration the CITY agrees to release, acquit, and forever discharge ACCD. Their current and former agents, servants, employees, representatives, successors, assigns and attorneys, all and each of them from payment of all or any portion of the up to fourteen percent (14%) of the electric and natural gas charges billed by City Public Service to the Alamo Community College District that the CITY asserts is due it or has asserted it is due in the past and future in the case styled City of San Antonio v. Alamo Community College District, Cause No 83-CI-20386 in the 288th District Court of Bexar County, Texas.

IX.
ASSIGNABILITY

- 9.1 ACCD shall not assign any interest, right or covenant in this Agreement to any other party or entity without the prior written consent of CITY. In the event ACCD assigns any interest or right in this Agreement without the prior written consent, all Proceeds, interest and investment earnings remaining unused by CITY shall be remitted to CITY, in cash, upon written notice by CITY to ACCD; and Proceeds, plus interest and investment earnings, which would otherwise have been deposited in the Account for use by CITY in connection with this and the Interlocal Agreements, shall be paid directly to CITY, on an annual basis, for the balance of the 15-year term hereof.
- 9.2 CITY shall not assign any interest, right or covenant in this Agreement to any other party or entity without the prior written consent of ACCD.

X.
AMENDMENT

- 10.1 No amendment, modification, or alteration of the terms of this Agreement shall be binding unless the same be in writing, dated subsequent to the date hereof and duly executed by the parties, and approved by subsequent City Council and ACCD Board approval.

XI.
TERM

- 11.1 The term of this Agreement shall be for a period of fifteen (15) years, and shall commence April 1, 2001 and terminate March 31, 2016. The Agreement shall automatically renew every year thereafter, without notice and without further action by CITY or ACCD, unless this Agreement is terminated pursuant to any of its provisions.
- 11.2 During year twelve (12) of the initial 15-year term, the parties agree to meet and confer regarding the utilization and expenditure of Funds pursuant to this Agreement. Either party may provide notice to the other party in accordance with Section XIII, Notice, to initiate said conference.

XII.
TERMINATION

- 12.1 In the event CITY terminates this Agreement prior to the expiration of the 15-year term, the parties agree to meet and confer regarding the utilization and expenditure of Proceeds.
- 12.2 In the event ACCD terminates this Agreement prior to the expiration of the 15-year term, all Proceeds, interest and investment earnings remaining unused by CITY shall be remitted to CITY, in cash, upon written notice by CITY to ACCD; and Proceeds, interest and investment earnings which would otherwise have been deposited in the Account for use by CITY in connection with this Agreement, shall be paid directly to CITY, on an annual basis, for the balance of the 15-year term hereof.

XIII.
NOTICE

- 13.1 Unless specifically provided for otherwise, any notice required or permitted to be given under this Agreement shall be given in writing and sent certified mail, return receipt requested, postage prepaid to CITY or ACCD at the addresses set forth below, or to any other address of which written notice of change is given:

CITY OF SAN ANTONIO

City of San Antonio
Attention: Mr. Ramiro Cavazos
Director, Economic Development Department
P.O. Box 839966
City Hall, 4th Floor
San Antonio, Texas 78283-3966

City of San Antonio
City Clerk's Office
100 Military Plaza
San Antonio, Texas 78205

and

ALAMO COMMUNITY COLLEGE DISTRICT

Dr. Robert W. Ramsay
Chancellor
201 W. Sheridan, Building B
San Antonio, Texas 78264-1429

XIV.
AUTHORITY

- 14.1 The signer of this Agreement for ACCD represents and warrants that he has full legal authority to execute this Agreement on behalf of ACCD and to bind ACCD to the terms and conditions herein contained.

14.2 The signer of this Agreement for CITY represents and warrants that he has full legal authority to execute this Agreement on behalf of CITY and to bind CITY to the terms and conditions herein contained.

**XV.
CAPTIONS**

15.1 The captions contained in this Agreement are for convenience of reference only, and in no way limit or enlarge the terms and/or conditions of this Agreement.

**XVI
ENTIRE AGREEMENT**

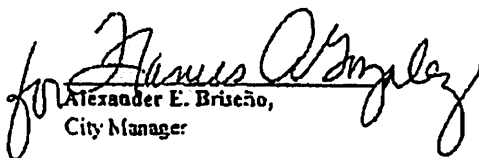
16.1 This Agreement, together with its authorizing ordinance, minute order, and Exhibit A constitute the final and entire agreement between the parties and contain all of the terms and conditions agreed upon. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the parties hereto unless same be executed in accordance with Section XII, Amendment.

**XVII
SEVERABILITY**


17.1 If any clause or provision of this Agreement is held invalid, illegal or unenforceable under present or future laws, then and in that event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby, and that the remainder of this Agreement shall be construed as if such invalid, illegal or unenforceable clause or provision had not been contained herein. It is also the intention of the parties hereto that in lieu of such clause or provision in this Agreement that is invalid, illegal or unenforceable, there be added as a part of the Agreement, a clause or provision as similar in terms to such invalid, illegal or unenforceable clause or provision as may be possible, legal, valid and enforceable.

IN WITNESS WHEREOF, I hereby execute this document on the ___ day of _____, 2001.

CITY OF SAN ANTONIO


Alexander E. Briseño,
City Manager

Approved as to Form:


Frank J. Garza,
City Attorney

STATE OF TEXAS)
COUNTY OF BEXAR)

BEFORE ME, the undersigned authority, on this day personally appeared _____ and _____ known to me to be the persons whose names subscribed to the foregoing instrument and acknowledged to me that each of them, executed same for the purpose herein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 27 day of March, 2001.

Debra A. Martinez
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

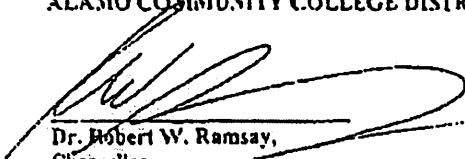


My Commission Expires:

August 3, 2003

IN WITNESS WHEREOF, I hereby execute this document on the 27 day of March, 2001.

ALAMO COMMUNITY COLLEGE DISTRICT


Dr. Robert W. Ramsay,
Chancellor

Approved as to Form:


Robert W. Wilson,
Attorney for the Alamo Community College District

Discussion and Possible Action to convene and initiate discussions with the City of San Antonio officials on Interlocal Agreement - Utility Escrow Settlement.

Presented to the AUDIT, BUDGET & FINANCE COMMITTEE on July 17, 2012 and forwarded for recommended approval to the ALAMO COLLEGES BOARD OF TRUSTEES on July 24, 2012.

MINUTE ORDER

"The Board of Trustees authorizes the Chancellor or his designee to convene and initiate discussions with the City of San Antonio on the possible utilization and expenditures of funds from the COSA-Alamo Colleges Interlocal Agreement Utility Escrow Settlement beyond March 31, 2016."

PURPOSE

This minute order allows the Chancellor or his designee to trigger the twelfth year provision, section 11.2, in the Utility Escrow Settlement Agreement with the City of San Antonio to initiate discussions and possible negotiations leading to the extension, renewal, or conclusion of the COSA and Alamo Colleges Interlocal Agreement Utility Escrow Settlement which expires on March 31, 2016.

BACKGROUND

In February 2001, the Board of Trustees of the Alamo Community College District (ACCD) authorized the negotiation and execution of the Utility Escrow Settlement and a related Interlocal Agreement with the City of San Antonio. The Agreement authorizes ACCD to provide training and education courses for City employees and programs designated by the City, including tuition reimbursement and/or any other lawful purpose that supports the City's economic development strategies and workforce development goals in lieu of fourteen percent (14%) of electric and natural gas charges billed by City Public Service to the Alamo Community College District.

Section 11.2 of the agreement stipulates that "During year twelve (12) of the initial 15-year term, the parties agree to meet and confer regarding the utilization and expenditures of Funds pursuant to this Agreement. The Chancellor or designee will provide periodic reports to the Board of Trustees regarding the progress of the discussions.

IMPLICATIONS

Financial: None

Strategic Plan: Goal I (Access to Higher Education), Goal III (Workforce Development) and Goal IV (Capacity to Serve)

Human Resources: None

ATTACHMENTS: Exhibit 1 - Utility Escrow Settlement between the City Of San Antonio and the Alamo Colleges

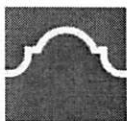


Dr. Bruce M. Leslie Date
Chancellor

**Dr. Federico
Zaragoza**

Digitally signed by Dr. Federico Zaragoza
DN: cn=Dr. Federico Zaragoza, o=Alamo
Colleges, ou=VC EWD,
email=fzaragoza@alamo.edu, c=US
Date: 2012.07.12 13:00:54 -05'00'

Dr. Federico Zaragoza Date
Vice Chancellor for Economic & Workforce
Development



**ALAMO
COLLEGES**

APPENDIX D

Toyota Request for Program

To Whom It May Concern:

Upon carefully reviewing technical degree plans at Alamo Colleges, we, TMMTX team, have gained consensus that the Applied Associate Science degree in Electronics Technology, Instrumentation at St. Philip's College-Southwest Campus is the closest curriculum to model our new Advanced Manufacturing Technician (AMT) program. The degree by design is stackable in each semester to introduce basic foundation and principles of technology in the disciplines of electrical, mechanical, fluid power and fabrication and progress into higher levels of troubleshooting of advanced system such as robotics and PLC.

The purpose of the AMT program is to educate and train students with cutting-edge curriculum that can provide advanced manufacturing technologies in multiple disciplines to prepare them for a career in the highly sought-after and well-paid job market. Although the Electronics Technology, Instrumentation degree plan at St. Philip's College has most of the disciplines we are in need of in our work force, it does not fully address our needs to recruit multi skilled applicants with advanced manufacturing technologies. Therefore, we strongly request to add the following courses to the current Electronics Technology, Instrumentation Program:

INMT 2303 Pumps, Compressors, and Mechanical Drives
MCHN 1347 Basic Machine Shop
WLDG 1428 Shielded Metal Arc Welding
RBTC 2339 Robotic Programming and Diagnostics

Adding these courses to the current program would make a strong electronic and troubleshooting curriculum and a true multi skilled program which is in high demand in the current work force. This curriculum will be fully aligned with WECM. Additionally, the AMT program will align with the Automotive Manufacturing Technical Education (AMTEC) curriculum which is a nationally recognized automotive program in multi skill curriculums and certifications.



Mary Batch
Assistant Manager
HR Training & Development
Toyota Motor Manufacturing Texas



Maurice Salazar
AMT Program Lead
HR Training & Development
Toyota Motor Manufacturing Texas