



ALAMO COLLEGES DISTRICT  
St. Philip's College

**TO:** Dr. Adena Williams Loston, President *Adena Williams Loston* 05/11/2026

**THROUGH:** George Johnson III, Vice President of College Services *George Johnson III* (May 10, 2026 12:40:51 CDT) 05/10/2026

**THROUGH:** Randall Dawson, Vice President for Academic Success *Randall Dawson* 05/08/2026

**THROUGH:** Chris Beardsall, Dean for Academic Success *Chris Beardsall* 05/08/2026

**FROM:** Dr. Joseph Kulhanek, Department Chair for Allied Construction Trades *Joseph Kulhanek* (May 7, 2026 10:27:55 CDT) 05/07/2026

**SUBJECT:** MOU with South Texas Electrical Joint Apprenticeship & Training Committee

**DATE:** 05/07/2026

The SPC–SWC Electrical Trades Program will collaborate with the South Texas Electrical Joint Apprenticeship and Training Committee to provide experiential learning and college credit opportunities for their students. The attached MOU establishes the criteria for both entities to be able to fulfill their commitments.

2026-2029

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**SOUTH TEXAS ELECTRICAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE**  
**AND**  
**ST. PHILIP'S COLLEGE**

This MEMORANDUM OF UNDERSTANDING between **ST. PHILIP'S COLLEGE** (herein referred to as "College"), a college of the ALAMO COLLEGES DISTRICT, and the **SOUTH TEXAS ELECTRICAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE** (herein referred to as "Apprenticeship Program"). Collectively the partners are referred to as "Parties."

The purpose of this Agreement is to identify the specific ways in which each party will collaborate to provide College students with experiential learning opportunities, and the apprenticeship program students with an opportunity to earn a block of College credits from the Electrical Trades program. The block of credits will help them earn an associate's degree in the electrical trades.

**1. TERM**

The Initial Term of this Agreement shall be for the 2026-2029 academic year. The College and the Apprenticeship Program will set all deadlines for the actions defined in this agreement. The College and the Apprenticeship Program reserve the right of cancellation by written notice during the Term. However, this agreement can be extended by both parties via an amendment stating the new term.

**2. CREDIT AWARD**

- a. South Texas JATC applicants who possess a College AAS Electrical Trades Degree, who are accepted into the Apprenticeship Program will qualify to receive credit for the first (1<sup>st</sup>) year of related technical instruction.
- b. College students who possess a South Texas JATC - Journeyman Electricians completion certificate/diploma will qualify to receive 45 semester credit hours towards an AAS in Electrical Trades.

### 3. AGREEMENT SPECIFICS FOR THE COLLEGE


- a. The College will identify a point of contact to work with representatives from the Apprenticeship Program.
- b. The College will schedule a pre-meeting each academic year with all concerned parties to review and discuss all pertinent elements of said agreement and plan for the upcoming semester, which includes promotion of the apprenticeship program, coordination of practicum opportunities, communication and presentation coordination, explore partnership outreach activities, and advisory board participation.
- c. The College will provide instructions and supervision to their students to support on-the-job training opportunities and ensure job-site readiness.
- d. The College, by way of the enrollment and advising offices, will assist qualifying students with the admission process.
- e. The College, with help from the Allied Construction Trades (ACT) department, will provide instructions and supervision to the students to ensure they understand the requirements to receive up to 45 semester credit hours to be applied to an Associate of Applied Sciences (A.A.S.) in the Electrical Trades. This will include the following:
  - i. Identification of courses that are eligible for experiential credit.
  - ii. Review the necessary paperwork required for experiential credit, to include:
    1. Credit for prior learning application (See Appendix A)
    2. Supplemental rubric (See Appendix B)
    3. Copies of licenses, certifications, etc.
  - iii. Discussion with the ACT chair regarding the transferability of credit.
- f. The College will schedule a post-meeting with all concerned parties at the end of each academic year to discuss what is working and areas needing improvement. (This will include future planning, execution, student performance, etc.)
- g. The College will promote the Apprenticeship Program and encourage enrollment in the program.
- h. The College will provide information on the Apprenticeship Program admission and enrollment requirements to eligible students.
- i. The College will furnish the Apprenticeship Program with an official diploma or transcript confirming award of A.A.S. degree in the Electrical Trades for each graduate pursuing enrollment into the apprenticeship.

**4. AGREEMENT SPECIFICS FOR THE APPRENTICESHIP PROGRAM**

- a. The Apprenticeship Program will identify a point of contact to work with representatives from the College.
- b. The Apprenticeship Program will identify a person to be a member of the Electrical Trades Advisory Committee.
- c. The Apprenticeship Program will promote practicum opportunities for the Electrical Trades students.
- d. The Apprenticeship Program will promote the College and encourage enrollment in the program.
- e. The Apprenticeship Program will provide information on the College admission and enrollment requirements to eligible students.
- f. The Apprenticeship Program will furnish the College with an official completion certificate for each student deciding to pursue their A.A.S. degree in the Electrical Trades.

**IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their duly authorized officers, to become effective as of the term stated above.**

**ST. PHILIP'S COLLEGE**

APPROVED  
AS TO FORM ONLY  
  
ROSS LAUGHEAD  
GENERAL COUNSEL/ST. PHILIP'S COLLEGE

**APPROVED**  
By Ross Laughead at 6:32 pm, Apr 14, 2026

By: Adena Williams Loston Date: 05/11/2026

**Dr. Adena Williams Loston, President**

**St. Philip's College**

**SOUTH TEXAS ELECTRICAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE**

By: Forrest Wilson Date: 4/29/2026

**Forrest Wilson, Chairman**

**South Texas JATC**










# MOU with South Texas Electrical Joint Apprenticeship and Training Committee















Final Audit Report

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