



ALAMO COLLEGES DISTRICT
St. Philip's College

CONFIDENTIAL MEMORANDUM

To: Dr. William Moravits, Instructor
From: Randall Dawson, Vice President for Academic Success *Randall Dawson*
CC: Dr. Adena Williams Loston, President
Dr. Michael Grillo, Interim Dean for Academic Success, Dean for Arts and Sciences
Linda Boyer-Owens, Associate Vice Chancellor for Talent, Organization & Strategic Innovation
Date: March 27, 2023
Re: Notice of Non-Renewal per D.10.2.3 (Procedure) Nonrenewal: Non-Tenured Contract Employees

The purpose of this communication is to notify you that your contract and appointment as Instructor at St. Philip's College will not be renewed, and your current contract, Instructor appointment, employment and paid administrative leave will end on May 13, 2023. You will remain on administrative leave and paid through May 13, 2023, which is the end date of your contract. While you are on administrative leave in April and through May 13, 2023, you are expected to be available by telephone or virtually (Zoom) during regular business hours in the event that work-related matters need to be discussed.

You have the right to appeal this non-renewal decision by submitting a grievance to the Chancellor at DST-Chancellor@alamo.edu within ten (10) business days from receiving this memorandum and stating that you wish to appeal the non-renewal decision and summarizing the reason(s) for the appeal. A hearing of your grievance will be scheduled with the Chancellor or his designee.

Best wishes in your future endeavors.