



SOUTHWEST
TEXAS ★ COLLEGE

SWTX **CABINET** **MEETINGS**

MAY 2025



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CABINET MEETING

May 7, 2025

| | AGENDA ITEM | NOTES |
|-----------|----------------------------|--|
| 1. | President | SWTX Board of Trustees' May Meeting Agenda |
| 2. | VP Academic Affairs | |
| 3. | VP Student Services | |
| 4. | VP Finance | |

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| 5. | VP Eagle Pass Campus | |
| 6. | VP Administrative Services <i>Your greatest weapon is your mind. Train it to see opportunities, not obstacles.</i> Anonymous | Re Open report Garner Sci./Gym Graduation |
| 7. | VP Del Rio Campus | Financial Aid at HS for FASFA afternoon, May 6 FASFA afternoon on campus, Thursday, 3pm-6pm Graduation Celebration Thursday, May 8 <ul style="list-style-type: none"> • 86 graduates • 400 with family members NSO, May 8 – 20 signed up Del Rio Chamber will be paying for 2 cycles of Powerline Tech Opening in 830Times – Goal to garner interest state wide with internet postings |
| 8. | Chief of Staff | |

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|----|----------------------------|--|
| 9. | Faculty Association | |
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CABINET MEETING OF
SOUTHWEST TEXAS COLLEGE

May 7, 2025

The Cabinet members of Southwest Texas College met May 7, 2025 in the President's Office

Cabinet members present were:

Dr. Hector Gonzales, President
Dr. Mark Underwood, Vice President Academic Affairs
Cruz Mata, Vice President of Student Services
Lisa Ermis, Vice President of Finance
Brenda Hoffman, Vice President Eagle Pass Campus
Derek Sandoval, VP Administrative Services
Connie Buchanan, Vice President Del Rio Campus
Dr. Randa Schell, Chief of Staff

Also present were:

Charles Garabedian, Dean of Instructional Services and School District Partnerships
April Ruhmann, Dean of Liberal Arts
Armando Mondragon, Dean of Applied Sciences
Bonny Herndon, Faculty Association

1. President

- a. Discussed the SWTX Board of Trustees' May meeting agenda

2. Vice President of Academic Affairs

- a. SACS~COC
 - i. Mental Health AAS and Certificate were approved
 - ii. We may hear as early as this week, but probably next week from our off-site committee
 - 1. Then we will have 6 to 8 weeks to draft and send in our response
- b. AEL – watching and waiting on legislature to make decisions on future plans
- c. AdAstra – need help with figuring out classroom and meeting space capacities
- d. EDvera for ETPS has been challenging
- e. School District Partnerships
 - i. Met with Rocksprings superintendent
 - ii. Met with Hondo City manager about lease details
 - iii. Met with La Pryor interim superintendent
 - iv. Met with Big Springs superintendent
 - v. Met with San Vicente ISD regarding possible partnership
- f. Instructional Services
 - i. Still working on adjunct faculty for automotive in Eagle Pass
 - ii. Working on several others for PCT, etc.
- g. Dual Credit Programs
 - i. Number of awards have increased from 297 to 475 in 2 years.
 - ii. More schools are requesting sustainable technical programs
- h. Discussed language in MOU regarding non-degree seeking status for Dual Credit students
- i. THECB
 - i. Confirmed that there are 3 high demand lists
 - ii. Discussion about consortium for submission of the 5 programs for the regional list
 - iii. Met regarding the Miller Building facilities

3. Vice President of Student Services
 - a. Library Report
 - b. Financial Aid Report
 - i. Working on packaging and awarding for 2025-2026
 - ii. Contacting students who have summer aid but have not registered
 - iii. Working through some issues with the COD system
 - c. Student Success Services
 - i. Holistic Advising core team is meeting Monday
 1. Success Coaches are wrapping up their Spring assignments
 - ii. High School registrations yielded 300 plus contacts
 - iii. Graduation Celebrations ongoing
 1. Gathering data for QEP from graduates
 - iv. Many activities ongoing in Crystal City and Pearsall
 - v. Carrizo Springs, Crystal City, Dilley, Cotulla, Pearsall – Decision Days yielded nearly 100 students committed to SWTX
 - vi. Mental Health
 1. Door decorating contest winners announced
 2. CARE Teams meeting
 - vii. Transfer and Career – R.R. going to Knippa to assist with senior registration
 - viii. Special Programs – Tutor.com will kick off on May 15th
 - d. Other – meningitis Vaccine Drive on May 29th, June 12th, July 10th and August 14th in Uvalde
 - e. Enrollment Report
 - i. Summer I – 987/5032
 - ii. Summer II – 724/3447
 - iii. Fall – 924/9748
4. Vice President of Finance
 - a. Discussed BibliU
5. Vice President of Eagle Pass
 - a. Grillin’ and Chillin’ was a good event
 - b. Attended the Decision Day event at Eagle Pass High School
 - c. MRGDC student workers for the summer
 - d. End of Year BBQ next week
 - e. B.H. attending Top 5% Banquet with Eagle Pass ISD tonight
6. Vice President of Administrative Services – *Your greatest weapon is your mind. Train it to see opportunities, not obstacles.* – Anonymous
 - a. Re-open report
 - i. 9 positive cases in April
 - ii. Discussed a new name for the committee – Cowboy Health Posse
 - b. Garner Science / Gym updates to Dr. Gonzales
 - c. Graduation prep will begin on May 12th
7. Vice President of Del Rio
 - a. Financial Aid at high school for FAFSA afternoon, May 6th
 - i. FAFSA afternoon on campus, Thursday 3pm – 6pm
 - b. Graduation Celebration – Thursday, May 8th
 - i. 86 graduates
 - ii. 400 with family members
 - c. NSO – May 8th 20 signed up

- d. Del Rio Chamber will be paying for 2 cycles of Powerline Tech position opening in the 830Times
 - i. Goal to Garner interest statewide with internet postings
 - e. FAN
 - i. \$30K will be offered for scholarships
 - ii. Deadline for apps will be April 30th
8. Chief of Staff
- a. TRIO program
 - i. COE sent an email Friday about President's budget proposal that does not include funding for TRIO or Gear-Up
 - 1. COE is hosting a webinar this afternoon
9. Faculty Association
- a. New officers were elected last Friday
 - i. President – Landra Fowler
 - ii. Vice President – Jose A. Perez
 - iii. Secretary – Lori Betty
 - iv. Treasurer – Bonnie Esquivel
 - v. Parliamentarian – Eric Smith
 - b. This is Bonny Herndon's final Cabinet meeting. Ms. Fowler will attend starting next week.

CABINET MEETING
May 14, 2025

| | AGENDA ITEM | NOTES |
|-----------|----------------------------|----------------------------|
| 1. | President | |
| 2. | VP Academic Affairs | |
| 3. | VP Student Services | |
| 4. | VP Finance | Re-branding account |

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| 5. | VP Eagle Pass Campus | |
| 6. | VP Administrative Services <i>A winner never stops trying.</i> Tom Landry | Tech Expansion bids Paving bids Annex update-Sentry/Allied/Fire Marshall Graduation update Dugas deposition-May 20-21 via Zoom Job Postings -Campus Police EP/DR -Day Care Job Interviews Grounds/Custodians/Electrician May 9, closing DR Aviation (new location) Uvalde Aviation needs |
| 7. | VP Del Rio Campus | Graduation Celebration, moved indoors, 200+ Remaining Pole Banners, destroyed by wind Assembly of furniture for Building K, VIDA Lamar Elementary, May 19, 100 student tour/games |

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| 8. | Chief of Staff | |
| 9. | Faculty Association | |

CABINET MEETING OF
SOUTHWEST TEXAS COLLEGE

May 14, 2025

The Cabinet members of Southwest Texas College met May 14, 2025 in the President's Office

Cabinet members present were:

Dr. Hector Gonzales, President
Cruz Mata, Vice President of Student Services
Lisa Ermis, Vice President of Finance
Brenda Hoffman, Vice President Eagle Pass Campus
Derek Sandoval, VP Administrative Services
Connie Buchanan, Vice President Del Rio Campus
Dr. Randa Schell, Chief of Staff

Cabinet member absent was:

Dr. Mark Underwood, Vice President Academic Affairs

Also present were:

Charles Garabedian, Dean of Instructional Services and School District Partnerships
April Ruhmann, Dean of Liberal Arts
Armando Mondragon, Dean of Applied Sciences
Landra Fowler, Faculty Association

1. President

- a. Reviewed SACS~COC off-site report

2. Vice President of Academic Affairs (Attending SACS~COC Visit)

- a. Texas Pathways – Round 4 opens soon
- b. Ad Astra implementation timeline needs some adjustments, but dates will be coming out soon
- c. Met with Pearsall and Charlotte superintendents
- d. Took PCT program review recommendations to CC
- e. PACE Days are good to go
- f. Working on adjunct instruction evaluations and interviews/onboarding
- g. Hondo STRC lease is ready for the Board of Trustees to review
- h. List of 5 fields from consortium - Welding, HR, Paralegal/Legal Assistant, Information Security Analyst, and Computer Occupations
 - i. Next steps are to get letters of support from Workforce Boards and write the letter
- i. Activities/Events
 - i. Nursing pinning ceremony went well
 - ii. Rad Tech pinning is tomorrow at 6:00 pm in Tate Auditorium
 - iii. LEA graduation is May 20th at 10:00 at the Fairplex
- j. Working with C.G. on Dual Credit scheduling on the technical side

3. Vice President of Student Services

- a. Library Report
- b. Financial Aid
 - i. Staff completing the RT4 training
 - ii. Working on THECB report
 - iii. Working on default prevention program with Inceptia
- c. Student Success Services
 - i. Tutor.com kicks off tomorrow, May 15th
 - ii. Still working to bring Watermark to full implementation
- d. Admissions / Registrar
 - i. Enrollment Report
 - 1. Summer I – 1175/5907
 - 2. Summer II – 803/3825
 - 3. Fall – 1071/11384
- e. Other
 - i. Received response from DOD on Veterans compliance report

4. Vice President of Finance

- a. Discussed re-branding account

5. Vice President of Eagle Pass

- a. Activities / Events
 - i. Early College Academy Banquet
 - ii. End of year BBQ yesterday went well
 - iii. Meningitis Vaccine Drive tomorrow
 - iv. Attended Top 5% Banquet
 - v. Attended Football Banquet
- b. Other
 - i. South Texas Food Bank training on May 22nd
 - ii. Discussed roof leak situation

6. Vice President of Administrative Services - *A winner never stops trying.* Tom Landry

- a. Discussed Tech Expansion bids
 - i. Paving, HVAC, Del Rio Welding/construction bids all came in
- b. Annex update
 - i. Sentry Security complete
 - ii. Allied/Fire Marshall nearing completion
- c. Graduation update
 - i. Dugas deposition – May 20th – 21st via Zoom
- d. Job Postings
 - i. Campus Police Eagle Pass and Del Rio
 - ii. Day Care
- e. Job Interviews
 - i. Grounds/Custodians/Electrician coming up
- f. Del Rio Aviation (new location)
- g. Uvalde Aviation needs

7. Vice President of Del Rio

- a. Events/Activities
 - i. Graduation Celebration, moved indoors, 200 plus
- b. Remaining Pole Banners – destroyed by the wind
- c. Ongoing assembly of furniture for Building K – VIDA
 - i. Inside cameras are installed, waiting on outside cameras
- d. Lamar Elementary, May 19th – 100 students are supposed to attend will have tour/games
- e. FAN Scholarship Applications deadline is May 30th

8. Chief of Staff

- a. Kate's Cowboy Promise
 - i. Adjustments made to webpage – June 1st
 - ii. 54 applications so far
- b. Continuing to work on Staff Professional Development Day

9. Faculty Association

- a. Welcome

CABINET MEETING
May 21, 2025

| | AGENDA ITEM | NOTES |
|-----------|----------------------------|--------------|
| 1. | President | |
| 2. | VP Academic Affairs | |
| 3. | VP Student Services | |
| 4. | VP Finance | |

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| 5. | VP Eagle Pass Campus | |
| 6. | VP Administrative Services <i>The only man who never makes a mistake is the man who never does anything.</i> Theodore Roosevelt | Tech Expansion Paving Dugas Law Firm SPI completion |
| 7. | VP Del Rio Campus | Registration issue for DR Seniors; no high school NSO NSO May 30, register June 2 Lamar Elementary Tour/Day, Monday, May 19 Asked for Setmore Calendar color change: reg. vs virtual |
| 8. | Chief of Staff | |

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| 9. | Faculty Association | |
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CABINET MEETING OF
SOUTHWEST TEXAS COLLEGE

May 21, 2025

The Cabinet members of Southwest Texas College met May 21, 2025 in the President's Office

Cabinet members present were:

Dr. Hector Gonzales, President
Dr. Mark Underwood, Vice President Academic Affairs
Cruz Mata, Vice President of Student Services
Lisa Ermis, Vice President of Finance
Brenda Hoffman, Vice President Eagle Pass Campus
Derek Sandoval, VP Administrative Services
Connie Buchanan, Vice President Del Rio Campus

Cabinet member absent was:

Dr. Randa Schell, Chief of Staff

Also present were:

Charles Garabedian, Dean of Instructional Services and School District Partnerships
April Ruhmann, Dean of Liberal Arts
Armando Mondragon, Dean of Applied Sciences
Landra Fowler, Faculty Association

1. President

- a. Graduation – good comments, great job Everyone!
- b. Faculty conversation with Faculty – SACS~COC discussion
- c. Responding to issue of Credentials
- d. L. F. is happy to have the opportunity with the President to share with Faculty
- e. SACS~COC overall discussion, nothing we can't find or do not have.
 - i. Some files did not work; Zip File has them
 - ii. Dr. Cuevas offered to have a conference call if we wanted, it is scheduled for next Wednesday morning during the Cabinet meeting
- f. Board of Trustees' meeting
 - i. The Board approved the Technical Expansion – 300 days, Late summer to Fall of 2026 for both programs.
 - ii. Compensation/Salary was approved
 1. 2 steps for employees on a scale
 2. Administration – 5% increase
 - iii. The next Board meeting will be July 10, 2025
- g. TACC President's monthly call at 10 am
- h. Sul Ross Bill passed the Senate on Monday
- i. Hopeful of \$5M still in the State Legislative budget – should be known by June 2nd

2. Vice President of Academic Affairs (Attending SACS~COC Visit)

- a. QEP focus-writing is coming along
- b. IDesign monies remaining to be channeled elsewhere if possible
- c. Graduation – QEP – Dream Connect Belong
- d. Workforce Team – Kudos – grants and MOUs
- e. Texas Pathways new round-big difference and where we are heading
- f. Grade conflicts with students
- g. SACS~COC document submitted to the President and Dr. Underwood, discussion of links working and not working, Watermark issues
- h. Crystal City Welding and MOU
- i. Charlotte High School awarding degrees – 8 pm
- j. SFDRISD changes – Dr. Barrera
- k. PACE went well
- l. Demos for Adjunct Faculty
- m. Palo Alto asking for Adjunct faculty from Medina Valley
- n. Letters to State-1 application at a time for High Demand programs
- o. Workforce Commission and budgeting/grant
- p. End of Year academic issues

3. Vice President of Student Services

- a. Library Updates
- b. Appeals Committee meeting
- c. Default Prevention meetings – Government – Will ask for finances/money loaned
- d. Mental Health Team Building
- e. Graduation
 - i. 5 Graduation ceremonies – numbers per ceremony – 284,200,139,161,189
 - ii. Traffic situation was better
 - iii. Regalia issues – students' cords addressed early
 - iv. Police issues and numbers
- f. Summer I/II and Fall enrollment report
 - i. Summer I 2025 – 1,363
 - ii. Summer II 2025 – 945
 - iii. Fall 2025 – 1,199
- g. SACS~COC work
- h. Student complaint issues
- i. Awards Springs-Board approved \$100K, similar to Pioneer for a year, spread it out for both semesters

4. Vice President of Finance

- a. SACS~COC work
- b. Budget uploaded on website by the middle of next month
- c. Balanced budget presented at Board meeting was approved by the Board
- d. Grant discussion with A.R. and closeout process

5. Vice President of Eagle Pass
 - a. Faculty training
 - b. South Texas Food Bank
 - c. Custodian found keys
 - d. Transportation issues for students, back to monies from Union Pacific Railroad presentation, student has business of and has four SWART like vehicles. Idea of partnership
 - e. Look for funding for students and transportation

6. Vice President of Administrative Services - *The only man who never makes a mistake is the man who never does anything.* – Theodore Roosevelt
 - a. Tech Expansion – approved discussed
 - b. Paving - contract
 - c. Dugas Law Firm update
 - d. SPI will be completed by Friday this week
 - e. Maintenance – dorms
 - f. Scope of Work/funding for summer projects – coming soon
 - g. Deans' Breakfast was good – changes for next year
 - i. 2 sides, podium by fireplace and direct

7. Vice President of Del Rio
 - a. Registration issue for Del Rio seniors; no high school NSO
 - i. NSO May 30th, register June 2nd
 - b. Lamar Elementary Tour/Day – Monday May 19th
 - c. Asked for Setmore Calendar color change – regular vs. virtual
 - d. FAN Scholarships sent out to Del Rio area
 - i. Few have applied as of this date

8. Chief of Staff - Out
 - a. June 2nd – 4th Kids college, few slots for students
 - b. Kids Cowboy Promise to help – Where does TPOEG monies help?

9. Faculty Association
 - a. Meeting with President Gonzales – SACS~COC discussion
 - b. Fitness Center – Full-time staff, Monday – Thursday 11:00 am – 8:00 pm, and Friday 8:00 am – 12:00 pm
 - i. Swimming Pool as well

CABINET MEETING
May 28, 2025

| | AGENDA ITEM | NOTES |
|-----------|----------------------------|--------------|
| 1. | President | |
| 2. | VP Academic Affairs | |
| 3. | VP Student Services | |
| 4. | VP Finance | |

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| 5. | VP Eagle Pass Campus | |
| 6. | VP Administrative Services | |
| 7. | VP Del Rio Campus | <p>Late last week: 2 positive COVID cases</p> <p>May 30 – SFDRHS Graduation. Parking lot use.</p> <p>May 31 - Val Verde Reg Hospital - back parking lot for Bike Rodeo</p> <p>June 4 – Comstock Superintendent meeting: 10am-1pm</p> <p>National Speleological Society: Narrowed dates June-14-18, 2027 1,000 expected Nothing official yet Rent spaces on campus and possibly rent vans</p> <p>New Banners being installed</p> <ul style="list-style-type: none">■ Broken tail light on work truck <p>Out Fridays in summer - vacation time</p> |

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| 8. | Chief of Staff | |
| 9. | Faculty Association | |

CABINET MEETING OF
SOUTHWEST TEXAS COLLEGE

May 28, 2025

The Cabinet members of Southwest Texas College met May 28, 2025 in the President's Office

Cabinet members present were:

Dr. Hector Gonzales, President
Dr. Mark Underwood, Vice President Academic Affairs
Cruz Mata, Vice President of Student Services
Lisa Ermis, Vice President of Finance
Brenda Hoffman, Vice President Eagle Pass Campus
Derek Sandoval, VP Administrative Services
Connie Buchanan, Vice President Del Rio Campus
Dr. Randa Schell, Chief of Staff

Also present were:

Charles Garabedian, Dean of Instructional Services and School District Partnerships
April Ruhmann, Dean of Liberal Arts
Armando Mondragon, Dean of Applied Sciences
Landra Fowler, Faculty Association

1. President

- a. Discussed the Uvalde Hangar lease
- b. Discussed meeting scheduled
- c. Discussion of SB2615 - limits telework for higher education employees especially the faculty
- d. Discussion of reorganization in light of impending retirement – changes go into effect on June 1, 2025

2. Vice President of Academic Affairs (Attending SACS~COC Visit)

- a. SACS~COC – discussed Focused Report
- b. Program Reviews – Criminal Justice and PCT approved
- c. Discussed Crystal City Community PCT class
- d. Ad Astra – Implementation meetings will begin June 2nd
- e. Texas Pathways – Submitted the application for Cadre 4 – continuation of pathways work
- f. School District Partnerships
 - i. Attended Charlotte High School graduation ceremony – brought to light some changes that need to be made to Dual Credit, Early College Academy and Early College High School agreements
 - ii. Comstock ISD meeting next Wednesday
- g. Instructional Services – Finishing up adjunct teaching demos
- h. J.E. is attending a conference for Paramedic/EMT accreditation
- i. Certification for essential occupations is pending
- j. Dual Credit Health Care grant was submitted and waiting to hear
 - i. Submitted True Pathways grant – Dual Credit to Masters degree pathway for nursing

3. Vice President of Student Services

- a. Library Report
- b. Financial Aid Report
 - i. Working on drop list
 - ii. Financial Aid appeals committee met yesterday
- c. Student Success Services – Tutor.com is up and running
- d. Enrollment Report
 - i. Summer I – 1318/6542
 - ii. Summer II – 1024/4816
 - iii. Fall – 1309/13848
- e. Text Aim going out at 10:00 am today to get re-enrolled after being dropped
- f. Bacterial Meningitis vaccine drive tomorrow in Minda Kone room
- g. Other
 - i. C.M. attended DOD feedback meeting yesterday
 - ii. UTSA meeting today regarding transfer pathways
 - iii. Worked on Award Spring yesterday

4. Vice President of Finance

- a. CFO listserv – had a discussion of salary increases in state
- b. TACBO conference next week
- c. L.E. out every Friday this summer - vacation

5. Vice President of Eagle Pass

- a. Met with South Texas Food Bank – the meeting went well; will start receiving food as soon as June 6th - R.F.S. will look at grant budget for a freezer
- b. Events and Activities
 - i. EPISD GT camp on June 12th
 - ii. Jump into Success Summer Camp is June 16th – 20th
 - iii. TAMU meet and greet next Thursday, June 5th
 - iv. Meeting with Mexican Consulate and representative from the University
 - v. Carpentry and Cyber Security added to EPISD offerings this Fall

6. Vice President of Administrative Services

- a. Tech expansion – pending receipt of signed contracts
- b. Paving contract is signed and will start on June 9th
- c. Garner Science and Gym updates – meeting with structural engineers tomorrow
- d. Del Rio Aviation building
- e. Interviews scheduled for next week
- f. Meeting regarding FFA competition on June 9th

7. Vice President of Del Rio

- a. Late last week – 2 positive COVID cases
- b. May 30th SFDRHS Graduation – ECHS students/families will use our parking lot
- c. May 31st – Val Verde Regional Hospital Bike Rodeo in the back-parking lot
- d. June 4th – Comstock Superintendent meeting: 10am-1:00pm

- e. National Speleological Society
 - i. Narrowed dated to June 14th – 18th – 2027
 - ii. 1,000.00 expected
 - iii. Nothing official as of yet
 - iv. Rent spaces on campus and possible rent vans
 - f. New Banners are being installed
 - g. Broken taillight on work truck
 - h. C.B. will be out on Fridays during the Summer – vacation time
8. Chief of Staff
- a. Kids' College is next week, June 2nd -5th
 - i. 105 students have signed up to attend
 - b. Cafeteria Committee will be meeting tomorrow
9. Faculty Association
- a. Nothing to report