

CABINET MEETING
January 9, 2014

	AGENDA ITEM	NOTES
1.	Spring 2014 Enrollment Dereg List	
2.	Knippa Early College High School	
3.	Policy Changes	
4.	Strategic Plan Review	
5.	January Board Meeting Agenda	
6.	Around the Table	

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**CABINET MEETING OF
SOUTHWEST TEXAS JUNIOR COLLEGE**

January 9, 2014

The Cabinet members of Southwest Texas Junior College met on January 9, 2014 in the Administration Building - President's Office.

Cabinet members present were:

Dr. Hector Gonzales, President
Dr. Mark Underwood, Vice-President Academic Affairs
Dr. Blaine Bennett, Vice-President Student Services
Joe Barker, Vice-President Administrative Services
Anne Tarski, Vice-President Finance
Dick Whipple, Associate Vice-President Institutional Advancement
Gilbert Bermea, Associate Vice-President Eagle Pass
Margot Mata, Vice-President Outreach
Derek Sandoval, Associate Vice-President Del Rio
Johnny Guzman, Dean College of Applied Sciences
Romelia Aranda, Dean College of Workforce
Cheryl Sanchez, Dean College of Liberal Arts

1. **Spring 2014 Enrollment/Dereg List**
 - a) **Low numbers**
 - b) **Tuition impact – reviewed impact**
 - c) **See notes on (2014 Spring Enrollment Considerations**
 - d) **Budget impacts**
 - e) **Enrollments - course**
2. **Knippa Early College High School**
 - a) **Discussed proposal and counter proposal to Knippa ISD**
3. **Basketball Team**
 - a) **Reviewed changes to policy**
4. **Policy Changes**
 - a) **Educational Leave Policy**
 - a. **Reviewed / comments added**
 - b. **Will be presented to SOC and Curriculum Committees**
5. **Strategic Plan Review**
 - a) **Schedule 1 – 23 8:30 – 11:00 and 1:30 – 4:00 for strategic plan review**
6. **January Board Meeting Agenda**
 - a) **Reviewed agenda and added two items**

1. Around the Table:

- a) **Joe Barker**
 - i. **Sequel Server vs New ERP**

- b) **Margot Mata**
 - i. **Dual numbers on track given Fall numbers**
 - ii. **Dual Calculus I course**
 - iii. **Briscoe enrollment**

- c) **Romelia Aranda**
 - i. **Vision Tech Aerospace coming to Hondo**
 - ii. **Region 20 service area with Medina**
 - iii. **ABE funding 1/3 budget decrease - \$325,000**
 - iv. **Graduation 18th in Matthews Student Center**
 - a. **Justice Alvarez guest speaker**
 - v. **Sandy Ryan Marrion joining her**
 - vi. **Law Enforcement / 900 clock hours – 775**
 - vii. **Boston Reed – quit provider of Allied Health**
 - a. **Discussed in-house possibilities.**
 - b. **Certificate 1 – Law Enforcement medical changes**

- d) **Dick Whipple**
 - i. **UAP Training for Deans**
 - ii. **CORE 2014**

- e) **Mark Underwood**
 - i. **Speech Interview**

- f) **Derek Sandoval**
 - i. **Adjunct training in Del Rio tonight**

**CABINET MEETING OF
SOUTHWEST TEXAS JUNIOR COLLEGE**

January 16, 2014

The Cabinet members of Southwest Texas Junior College met on January 16, 2014 in the Administration Building - President's Office.

Cabinet members present were:

Dr. Hector Gonzales, President
Dr. Mark Underwood, Vice-President Academic Affairs
Dr. Blaine Bennett, Vice-President Student Services
Joe Barker, Vice-President Administrative Services
Anne Tarski, Vice-President Finance
Dick Whipple, Associate Vice-President Institutional Advancement
Gilbert Bermea, Associate Vice-President Eagle Pass
Margot Mata, Vice-President Outreach
Derek Sandoval, Associate Vice-President Del Rio
Johnny Guzman, Dean College of Applied Sciences
Romelia Aranda, Dean College of Workforce
Cheryl Sanchez, Dean College of Liberal Arts

1. **Spring 2014 Enrollment/Dereg List**
 - a) **5237 attempted credits 43571**
 - b) **320 students on Dereg List**
 - c) **Run a Prelim attendance report**
 - a. **To cross reference with Dereg and low class count list**

2. **Scholarship Awards**
 - a) **Will investigate the current balances and see if we can award more**
 - a. **Anne Tarski and Blaine Bennett will collaborate on scholarship availability.**

3. **Viewpoints TV Spot**
 - a) **Skeptical about charge for spots**
 - b) **Discussion led to a need for an enrollment/marketing plan**
 - a. **Looking at highest need demand area**
 - c) **Expand our evening course offering – especially Uvalde**
 - d) **Look into 8 wk courses for Spring**

4. **Pending Items**
 - a) **Review pending items (see notes on summary)**

5. Around the Table:

- a) **Hector Gonzales**
 - i. Reviewed and presented proposed construction project and Scope.
- b) **Dick Whipple**
 - i. Updated us on progress with RGC regarding 4 year degree Plans – proposal was presented
 - ii. Tentative Acceptance with recommendation
 - iii. Sell a 4 experience
 - iv. ASU STEM area
 - v. ASU scholarship (PTK – President’s / Dean’s List)
 - vi. Project Kaleidoscope - DTEM training
 - vii. No show lists
- c) **Mark Underwood**
 - i. Still investigating new TSI patterns
 - ii. RGC – 2015-2016 calendar
 - iii. Hector Lopez meet with new QEP
- d) **Margot Mata - Nothing**
- e) **Blaine Bennett - Nothing**
- f) **Gilbert Bermea**
 - i. Working on Dereg LIst
- g) **Anne Tarski**
 - i. Look at budget with final enrollment numbers
 - ii. Look at PT staff – especially those working on a full-time Status.
 - iii. List will be distributed to Vice-President’s to review
 - iv. Insurance for PT status – meeting on January 30-31 new info
- h) **Romelia Aranda**
 - i. GED graduation – January 18th –Saturday
 - ii. Academy Enrollment Law Enforcement begins on 1/27/14
 - a. 3 in Uvalde / 3 in Eagle Pass
- i) **Cheryl Sanchez**
 - i. Education Leave Policy presented going to go to Curriculum and Services committees
- j) **Joe Barker – Nothing**

- k) Johnny Guzman**
 - i. Security camera installation at Tech programs**
 - ii. Mobil welding unit coming together**

- l) Derek Sandavol**
 - i. Furniture status**
 - ii. Portables scheduled for move/sale**

CABINET MEETING
January 30, 2014

	AGENDA ITEM	NOTES
1.	Around the Table	
2.	Scheduler Presentation	
3.	Strategic Plan – Review Date	
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**CABINET MEETING OF
SOUTHWEST TEXAS JUNIOR COLLEGE**

January 30, 2014

The Cabinet members of Southwest Texas Junior College met on January 30, 2014 in the Administration Building - President's Office.

Cabinet members present were:

Dr. Hector Gonzales, President
Dr. Mark Underwood, Vice-President Academic Affairs
Dr. Blaine Bennett, Vice-President Student Services
Joe Barker, Vice-President Administrative Services
Dick Whipple, Associate Vice-President Institutional Advancement
Gilbert Bermea, Associate Vice-President Eagle Pass
Margot Mata, Vice-President Outreach
Derek Sandoval, Associate Vice-President Del Rio
Johnny Guzman, Dean College of Applied Sciences

Cabinet members absent were:

Anne Tarski, Vice-President Finance
Romelia Aranda, Dean College of Workforce
Cheryl Sanchez, Dean College of Liberal Arts

- 1. Around the Table**
 - a) Discussed student questions from "Conversation with the President"**
 - b) Discussed elasticity of demand in regards to tuition**
- 2. Scheduler Presentation**
 - a) Web Presentation**
- 3. Strategic Plan – Review Update**
- 4. Pending Items – Presented by Dick Whipple**
- 5. Next Cabinet meeting – on February 13, 2014 at 09:00AM**
- 6. Around the Table**
 - a) Derek Sandoval**
 - i. Heating in Del Rio**
 - ii. Need actual budget dollars for furniture**
 - b) Joe Barker**
 - i. Meet with RGC/Business Office**
 - 1. Shared printing – IT personal – DL**

- c) **Johnny Guzman**
 - i. **CRIJ online**
 - ii. **Met with Romelia Aranda on transfer workforce program to Certificate side**
 - iii. **Physical Therapy Assistant Program – met with staff at UMH**
 - iv. **Call into Laredo CC to schedule a visit – Investigate Program**
 - v. **GED Graduation – recruiting tables – good interest for Programs**

- d) **Mark Underwood**
 - i. *** Substantive change for Fall 14 Dual Credit**
 - ii. **Knippa MOU signing Wednesday, Feb. 5th at 9:00AM**
 - iii. **Late start courses**
 - iv. **Discussed Math-Way Project**
 - v. **Nothing new on TSI from the State on statewide plan**
 - vi. **Querium pre-assessment – have schools participate in Prep for Math test (free under the Beta Test)**
 - vii. **Science Lab (Not Core) Remove PE from graduation requirement**

- e) **Margot Mata**
 - i. **Met with UCISD – interested in expanding Academic/ Technical Programs**
 - ii. **Welding / Nursing / Robotic Instruction**
 - iii. **Medina Valley Expand Technical Programs**
 - a. **Welding / Automotive**
 - iv. **Del Rio High School expanding Technical Programs**

- f) **Blaine Bennett**
 - i. **Official numbers 5133 Spring 2013**
 - ii. **New Core vs Old Core**
 - iii. **EPOCA – review external evaluators**

- g) **Gilbert Bermea**
 - i. **Met with advisors – Advance message board advising for Summer / Fall registration**
 - ii. **Lighting issues on campus**
 - iii. **Parking lights out – Schneider Electric contacted – new lights**
 - iv. **Have been addressed**
 - v. **Scheduling issues on projects (maintenance)**