

CABINET MEETING
November 1, 2023

	AGENDA ITEM	NOTES
1.	President	SWTJC Board of Trustees' November Meeting Agenda
2.	VP Academic Affairs	<p>Mark and six others at the Pathways Institute in Houston; Wednesday through Friday.</p> <p>On Tuesday, Mark met with the Carrizo Springs Superintendent, Curriculum Director, HR Director (and previous HS Principal), and the Superintendent's Administrative Assistant. Topic was the College's (Mark's) decision to remove from further teaching (after Fall 2023) the Carrizo Staffer assigned to SWTJC's PCT program. Meeting was cordial; instructor solution has been offered; improved communication was discussed and committed to; the decision stands, however.</p> <p>Dual Credit Staff, Division Chairs, and full-time Faculty will soon begin discussing how to provide College Connect Courses, as provided/allowed by Texas Administrative Code (TAC) rule 4.86. This rule allows IHEs to provide compensatory (basic skills/developmental/supplemental) material and instruction in a college-credit class.</p> <p>SWTJC's "help desk" assistance hours with iDesign are about to run out. These are "on call" consultative sessions between iDesign professionals and SWTJC faculty. We have also used hours from this pool to develop the Faculty Hub and Student Hub. The VP at iDesign whom we have dealt with the most recommends our purchasing 500 hours, which would cost \$87,500.00 (\$175 per hour). As I understand it, Grant monies are not available for this. Ideas? Budget adjustment volunteers?</p>

		<p>As of Monday afternoon, responses to the Financial Wellness Survey, from Trellis, numbered 52; that's a 1.56% return. Yes, that decimal is in the correct place. A reminder email to students should have gone out Tuesday, and another will go out today (Wednesday) or Thursday to non-responders.</p> <p>Please respond to the Campos Branding survey; I think all Cabinet members received it.</p>
3.	VP Student Services	
4.	VP Finance	
5.	VP Eagle Pass Campus	

<p>6.</p>	<p>VP Administrative Services <i>Freely chosen, discipline is absolute freedom.</i> <i>Ron Serino</i> <u>Great By Choice</u> Jim Collins</p>	<p>Tech Expansion</p> <p>Chittim Project</p> <p>Campus Police</p> <p>Rodeo report</p>
<p>7.</p>	<p>VP Del Rio Campus</p>	<p>Del Rio Transfer Fair on Oct 25 – 213 attendees</p> <ul style="list-style-type: none"> • 18 community organizations, 13 SWTJC departments, 14 colleges/universities <p>Participated in a Sensory Friendly Trunk or Treat Oct 26</p> <p>Space ship was a hit in Monster Mash Parade on Oct 27</p> <p>Will participate in the City of DR Employee Health and Social Service Fair on Friday</p> <p>Flu Vaccine Clinic moved to Nov 8 (60 free shots available by Tx Dept of State Health Services)</p> <p>SR began removing equipment from M and L</p>
<p>8.</p>	<p>Chief of Staff</p>	

9.	Faculty Association	
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**CABINET MEETING OF
SOUTHWEST TEXAS JUNIOR COLLEGE**

November 1, 2023

The Cabinet members of Southwest Texas Junior College met November 1, 2023 in the President's Office

Cabinet members present were:

Dr. Hector Gonzales, President

**Lisa Ermis, Vice President of Financial Services
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:

Bonny Herndon, President of the Faculty Association

1. President

- a. Discussion of SWTJC Board of Trustees' November meeting agenda**
- b. Hosted a Leadership Forum with UT and Giffords Law Center researchers last Monday**
 - i. The goal is to coordinate efforts to respond to challenges identified by the UT and Giffords reports**
 - ii. They will be back December 16-19 for more planning efforts**

2. Vice President of Academic Affairs

- a. Pathways – Dr. Underwood and six others are attending the Pathways Institute in Houston**
- b. Dual Credit Partnerships**
 - i. Dr. Underwood met with the Carrizo Springs Administration regarding decision to remove from further teaching (after Fall 2023) the Carrizo staffer assigned to SWTJC's PCT program**
 - 1. Meeting was cordial; instructor solution has been offered; improved communication was discussed.**
 - ii. Dual Credit Staff, Division Chairs and full-time Faculty will soon begin discussing how to provide College Connect Courses**
 - 1. As provided/allowed by Texas Administrative Code (TAC) rule 4.86 allows IHEs to provide compensatory (basic skills/developmental/supplemental) material and instruction in a college-credit class**
- c. iDesign**
 - i. SWTJC's "Help Desk" assistance hours with iDesign are about to run out**
 - 1. These are "on call" consultative sessions between iDesign professionals and SWTJC faculty.**
 - 2. We have also used hours from this pool to develop the Faculty Hub and Student Hub**

- ii. The VP at iDesign whom we have dealt with the most recommends our purchasing 500 hours, which would cost \$87,500.00 (\$175.00 per hour)
 - 1. As Dr. Underwood understands it, grant monies are not available for this. Ideas? Budget adjustment volunteers?
 - d. Trellis Survey
 - i. As of Monday afternoon, responses to the Financial Wellness Survey numbered 52
 - 1. That is a 1.56% return
 - ii. A reminder email to students should have gone out Tuesday, and another will go out today (Wednesday) or Thursday to non-responders
 - e. Campus Branding Survey
 - i. Please respond to the survey
 - ii. Dr. Underwood believes all of the Cabinet members should have received the survey.
3. Vice President of Student Service
- a. Enrollment Report
 - i. 8-week 2 census – 1,871
 - ii. Spring 2024 – 461 as of Tuesday, October 31st
 - iii. 2024 Spring enrollment dashboard will be ready by the end of this week
 - b. Student Success Services
 - i. Moving forward with reimagination of advising/success coaching model
 - ii. Will be contacting proposed team members soon
4. Vice President of Finance
- a. The new HR Coordinator started working today – T. D.; O.S.G. will transition to Workforce position over the near future.
5. Vice President Eagle Pass Campus
- a. Community Outreach
 - i. Working with Camp Charlie (National Guard)
 - ii. Fall Festival at Chittim Center on October 26th – went very well; received good feedback from the community
 - iii. Discussed billboard and transfer data
 - iv. Ambassadors group is starting up and moving forward
 - v. Participating in Feast of Spring
 - b. Facilities – have several potholes that need to be filled
 - c. New Phi Theta Kappa Advisors
6. Vice President of Administrative Services – *Freely chosen, discipline is absolute freedom* – Ron Serino, Great By Choice – Jim Collins
- a. Tech Expansion – met with architect yesterday
 - b. Chittim Project – welding and diesel should be complete by the end of the week
 - i. Electrical engineer identified power needs within contingency budget
 - c. Campus Police – new officer begins work today – Officer Hernandez
 - d. Rodeo report – Still in the running for the National Finals

7. Vice President Del Rio Campus

- a. **Del Rio Transfer Fair – was October 25th**
 - i. **213 attendees**
 - ii. **18 community organizations, 13 SWTJC departments and 14 colleges/universities**
- b. **Community Outreach**
 - i. **Participated in a Sensory Friendly Trunk or Treat on October 26th**
 - ii. **Spaceship was a hit in Monster Mash Parade on October 27th**
 - iii. **Will participate in the City of Del Rio Employee Health and Social Service Fair on Friday**
- c. **Other news**
 - i. **Flu Vaccine Clinic moved to November 8th – 60 free shots available by Texas Department of State Health Services**
 - ii. **Sul Ross began removing equipment from Buildings M and L**

8. Chief of Staff

- a. **SIR and Data Integration**
 - i. **DC and DO are working with IG on FAST analysis**
 - ii. **RJA is working on EOY Board Report and Transfer Dashboard**
 - iii. **Sent ASPEN datasheet to KSB – gave the deadline of next Friday, November 10th**
- b. **Phi Theta Kappa**
 - i. **RJA and Dr. Schell too 6 students to College Station last Saturday for the District 5 meeting**
 - ii. **Discussed Texas A & M Rellis campus**
- c. **Grants**
 - i. **VIDA and Innovation work in Student Lounge and Food Pantry is going great**
 - ii. **Title 3 is working on money to spend on iDesign for Cybersecurity**
 - iii. **Dr. Schell will alert CG about IREPO draw down**
- d. **Other news – meeting with Watermark tomorrow to get a more in depth look at their CRM capabilities**

9. Faculty Association

- a. **Attended all 3 Transfer and Career Fairs**
 - i. **Working on the Turkey Trot – 16 entries for logo contest – faculty voting today**

CABINET MEETING
November 8, 2023

	AGENDA ITEM	NOTES
1.	President	SWTJC Board of Trustees' November Meeting Agenda
2.	VP Academic Affairs	
3.	VP Student Services	
4.	VP Finance	

5.	VP Eagle Pass Campus	
6.	VP Administrative Services <i>Lazy people do a little work, and they think they should be winning. Winners work as hard as possible and still worry if they're being lazy.</i> Lewis Cavalla	Lockdown drill Re Open Maintenance -DR Roofs -Chittim -Tech Expansion Life Safety Day Care
7.	VP Del Rio Campus	
8.	Chief of Staff	

9.	Faculty Association	
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Lisa Ermis, Vice President of Financial Services
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 Applied Sciences and Liberal Arts
Bonny Herndon, President of the Faculty Association**

1. President

- a. Discussion of SWTJC Board of Trustees' November meeting agenda – add budget to item number 10**
- b. Update on dual credit and FAST
 - i. Discussed performance measures for Dual Credit Memorandums
 - 1. HG asks that the Cabinet members think about it and come back with recommendations******
- c. Discussed College Connect**

2. Vice President of Academic Affairs

- a. Discussed Texas Pathways Institute**
- b. Discussed contextualized courses, triads, etc.**
- c. SACS~COC
 - i. Substantive Change policy discussion
 - 1. All high schools except one are currently on the list**
 - 2. Pleasanton is in the pending status******
- d. Discussed DEPS and co-requisites**
- e. Discussed online learning, micro-credentialing, badges, etc.**
- f. Update on ZOOM Rooms and microphones in the Smart Classrooms**
- g. Program Review – first interview next week**
- h. Professional Development – Developing Spring Convocation schedules**
- i. IREPO – will get ED524 to new program officers as soon as possible**
- j. Dual Credit Programs/School District Partnerships
 - i. Working to get all registration done by the middle of December**
 - ii. CG started researching for FAST performance measures**
 - iii. Discussed Eagle Pass Dual Credit changes****
- k. Instructional Leadership – reviewing summative evaluations**

3. Vice President of Student Service

- a. Enrollment Report – Spring 2024
 - i. Headcount is at 924
 - ii. Contact hours are 234,640
 - iii. Credit hours are 10,104
- b. Graduation application deadline extended to November 10th
 - i. We're going to start looking at a true auto-grad process
 - 1. Can we report students as completers without putting it on their records?
- c. Success Centers – tutoring was steady across all campuses and TutorMe in October
- d. DSS/Mental Health/CARE
 - i. A group will be attending the NABITA conference November 13-15
 - ii. Working on an Angel Tree for the Dorm students
- e. Transfer
 - i. D.BN. was nominated to join the TACRAO Transfer Committee
 - ii. UTSA Articulation Agreement signing day is November 17th
- f. Library
 - i. Conducting regular meetings with BC to develop an action plan for the libraries
 - 1. Lots of questions from Eagle Pass students about hours, Spanish book options, can we add cameras and headsets for HonorLock, outlets and charging stations

4. Vice President of Finance

- a. Nothing to report

5. Vice President Eagle Pass Campus

- a. Updates
 - i. Library hours change 9:00-6:00 until new staff is hired
 - ii. Looking at better utilizing space to showcase programs
 - iii. Ready for UTSA signing next Friday
- b. Events
 - i. Humanities Club had a successful trip to Chicago
 - ii. First Lecture Series presenter first week of December
 - 1. He is a high ranking official from Laughlin Air Force Base
- c. Will participate in Veterans' Parade this week

6. Vice President of Administrative Services – *Lazy people do a little work, and they think they should be winning. Winners work as hard as possible and still worry if they're being lazy.* Lewis Cavalla

- a. Life Safety
 - i. Discussed lockdown drill
 - 1. DS will make sure a survey goes out to gather feedback
 - 2. Discussion of sirens and lights
 - ii. Working with academics on lab safety and chemical disposal
 - iii. Working on vent hoods, eye wash stations, fire marshal inspections
- b. Maintenance
 - i. Del Rio Roofs – Going to litigation
 - ii. Chittim Center – Welding and Diesel will be completed very soon
- c. Tech Expansion – set of drawings by Thursday afternoon for the Board of Trustees' packets
- d. Day Care
 - i. Working toward adding 8 more infant spots
 - ii. CC is attending a leadership conference in Nashville, TN
- e. Transportation – Discussion of SWART and other transportation issues

7. Vice President Del Rio Campus

- a. **Facilities Updates – working on fire alarm replacement**
- b. **Student and Community Engagement**
 - i. **Attended the City Employees Health and Services Fair**
 - 1. **Visited with several people who lack a few classes and are interested in coming back**
 - ii. **Christmas at the College - Working with several community organizations to setup booths, music, etc.**
- c. **Events**
 - i. **Career Expo will be February 9th**
 - ii. **PTK Induction is Sunday, November 12th**
- d. **Discussion of class scheduling and fallout of Eagle Pass Dual Credit**

8. Chief of Staff

- a. **Data Management and Integration**
 - i. **D.C. and D.O. are working on culling out FAST non-eligible students with both district and college faculty**
 - 1. **They are also getting the code written to divide out the Internet Dual Credit students by school**
- b. **Information Technology**
 - i. **Working on internet signal in Garner Hall**
 - ii. **Looking at what it will take to get internet over to the tech expansion site**
- c. **TRiO Programs**
 - i. **First Generation Student Celebration today at noon**
 - 1. **Uvalde – Fly Building**
 - 2. **Del Rio – Library**
 - 3. **Eagle Pass – Building C**
- d. **Aspen Application**
- e. **Innovation grant applications**
 - i. **L.P. will help two students take their CCNA certification exam**
 - ii. **X.H. for scholarships to be awarded to a senior from each team that plays in the high school basketball tournament**
 - iii. **Mariachi group for new trajes and repair/replacement of instruments**

9. Faculty Association

- a. **Turkey Trot – Saturday, November 18th**
 - i. **Logo was selected**
 - ii. **Taking donations for turkeys**
- b. **Discussion of a group similar to Team Uvalde – Team SWTJC – Brown Bag style**
 - i. **Maybe start with reports to Faculty Association**
 - ii. **B.H. will try to find someone who is willing to head this project**

CABINET MEETING
November 15, 2023

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

5.	VP Eagle Pass Campus	
6.	VP Administrative Services <i>The joy is in creating, not maintaining.</i> Vince Lombardi	Maintenance Life Safety -Sci. Div. meeting Rodeo report
7.	VP Del Rio Campus	Veteran’s Luncheon attended by 26 Veterans Sunday, 11/12 – PTK Induction 30yd Trash container ordered for SR use Bldg M Room 113 (micro-biology lab) Planning/Organizing our Christmas at the College and Expo (Feb) FAA, G Mitcham – Presentation to Aviation Students 11/16 DR Faculty/Staff Potluck – Friday at noon
8.	Chief of Staff	

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April Ruhmann, Dean of Applied Sciences and Liberal Arts
Bonny Herndon, President of the Faculty Association**

1. President

a. Discussion of SWTJC Board of Trustees' meeting tomorrow

2. Vice President of Academic Affairs

- a. Christmas at the College report – There will be 40 booths**
- b. Briscoe BBQ Cookoff – 127 teams registered so far**
- c. Will present End of Year Board Report at the Board of Trustees' meeting on Thursday**
- d. Discussion of SACS~COC Annual Meeting**
- e. Group working on CBM 116 – due on December 8th**
- f. Met with TAMUK last Friday – working on articulation agreements (engineering, wildlife management, computer information systems, etc.)**
- g. Aviation (Human Factors) training tomorrow at 10:00 am – Del Rio – Amistad Room**
- h. Announcements and Updates**
 - i. Working with Middle Rio on Surgical Tech program for demand occupations list**
 - ii. A group of faculty members working on a statement for syllabi regarding artificial intelligence**
 - iii. A group is working on course scheduling software**
 - 1. Demos for Ad Astra and Course Dog occurred last week**
- i. Program Reviews – the first interview is this Friday**
- j. Professional Development – draft of the Convocation schedule**
- k. IREPO – Discussion of TSI waivers for certain courses**
- l. Dual Credit Programs – Discussion of TSI waivers for certain courses**
- m. Instructional Leadership**
 - i. Conducting summative evaluation**
 - ii. Sorting through a category 3 issue with a superintendent**

3. Vice President of Student Service
 - a. Enrollment Report at 8:45AM
 - i. 1750 headcount – 68% non-dual credit and 32% dual credit
 - ii. 15,198 credit hours
 - iii. 348,096 contact hours
 - b. Sent the link to the enrollment dashboard – D.C. is working on adding a comparison counting back from census and internet dual credit divided by high school
 - c. Other announcements and updates
 - i. 149 applications for December graduation
 1. Working on auto-awards
 2. Looking into any impacts on VA and FA budget if we auto award
 - ii. Withdraw date is November 20th at 6:00 pm
 - iii. S.M. is meeting with NSC regarding electronic transcripts
4. Vice President of Finance
 - a. Working on audit and two other federal reports that are due before Christmas break
5. Vice President Eagle Pass Campus
 - a. Announcements and Updates
 - i. PTK Induction Ceremony tomorrow – 85 inductees
 - ii. Working on a Happy Thanksgiving commercial with registration reminder
 - iii. Veterans’ Day Parade on Saturday was very well attended
 - iv. HEB Feast of Sharing this Saturday – 40 SWTJC volunteers will participate
 - v. Attended a meet with greet with high school in Piedras Negras – presented SWTJC to 1,8000 high school students
6. Vice President of Administrative Services – *The joy is creating, not maintaining* – Vice Lombardi
 - a. Maintenance – working on Christmas at the College
 - b. Life Safety – discussion of Science Labs meeting
 - c. Rodeo report
 - d. Day Care
7. Vice President Del Rio Campus
 - a. Updates and Announcements
 - i. Veteran’s Luncheon attended by 26 Veterans
 - ii. PTK Induction was on Sunday, November 12th
 - iii. C.B. ordered a 30-yard trash container for Sul Ross use
 - b. Building M Room 113 (Micro-biology lab)
 - c. Upcoming Events
 - i. Planning/Organizing our Christmas at the College
 - ii. Expo coming February 9th
 - iii. FAA, G Mitcham – presentation to Aviation students November 16th
 - iv. Del Rio Faculty/Staff Potluck – Friday at noon
8. Chief of Staff
 - a. VIDA grant – Dorm dinner tonight at 5:30pm – Sponsored by Baptist Temple Church
 - b. Information Technology
 - i. E-sports Team/Club hosted a Smash Bros tournament last night
 1. They had 14 students sign up to play
 2. Additional 10 came to observe and check it out
 - ii. AT&T will be here the week after Thanksgiving to discuss options

c. Aspen

- i. Dr. Bennett and Dr. Schell meeting this afternoon to develop a game plan and do some writing on Sections 1 and 7**
- ii. Will contact D.S. and L.E. once we have a plan**

9. Faculty Association

- a. Getting ready for the Turkey Trot this Saturday**

CABINET MEETING
November 29, 2023

	AGENDA ITEM	NOTES
1.	President	SWTJC Board of Trustees' December Meeting Agenda
2.	VP Academic Affairs	
3.	VP Student Services	
4.	VP Finance	

<p>5.</p>	<p>VP Eagle Pass Campus</p>	
<p>6.</p>	<p>VP Administrative Services <i>My experience is not at the mercy of your opinion.</i> Dave Ramsey</p>	<p>Maintenance</p> <p>Campus Police -SWTJC BB Tourney</p> <p>Transportation -500-gal tank</p>
<p>7.</p>	<p>VP Del Rio Campus</p>	<p>Nov 20 - Joined "Community Action Plan for Safety" group</p> <p>Christmas at the College:</p> <ul style="list-style-type: none"> • 14 college dept/13 community - activity or food • Mayor opening remarks • Music: carolers, mariachis, and Grupo Alto Voltaje • Pictures with Santa and Grinch • Approx. 800-850 attendees <p>DR Artist to submit info regarding murals in Building B</p> <p>Gideons on campus: Bible distribution</p> <p>SFDRISD inquiring: use of auditorium, Jan 23</p> <p>SFDRICISD Education Foundation</p>

8.	Chief of Staff	
9.	Faculty Association	

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Dr. Mark Underwood, Vice President Academic Affairs
Lisa Ermis, Vice President of Financial Services
Brenda Hoffman, Vice President Eagle Pass Campus (attended via Zoom)
Derek Sandoval, VP Administrative Services
Connie Buchanan, Vice President Del Rio Campus
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Also, Present were:

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April Ruhmann, Dean of Applied Sciences and Liberal Arts
Bonny Herndon, President of the Faculty Association**

1. President

- a. Discussed SWTJC Board of Trustees' December meeting agenda**
 - i. Added Watermark SS&E**
 - ii. Added Housing Contract**
- b. Uvalde CISD**
 - i. Send assigned advisor to the high school two to three times per week to stabilize**
 - ii. C.G., M.U., and R.F.S. need to visit with the curriculum and instruction director**
- c. Aspen**
 - i. Key in on labor market, industry partnerships**
 - 1. Union Pacific, ranch partnerships, AEP, Allied Health**
 - ii. Need to tell these stories and how we bring them to scale**

2. Vice President of Academic Affairs

- a. Campos Rebranding Agency**
 - i. Will present the results of their survey on December 6th**
 - 1. Presentation will come to us on December 5th via e-mail**
- b. CAPR meeting Thursday – will discuss the MMA data**
- c. SACS~COC discussion of reaffirmation dates and travel plans**
- d. Discussion of TSI Exempt Courses**
- e. Working heavily on Aspen**
- f. THECB is changing the distance education policies**
 - i. Changing definition of fully distance education and hybrid courses**
- g. Dual Credit Programs**
 - i. Spring registration is ongoing, about 2/3 completed**
 - ii. Waiting on about 900 students**
- h. Professional Development – discussed Spring Convocation schedule**
- i. Instructional Leadership/School District Partnerships**
 - i. Models meetings ongoing**
 - ii. Discussed MOU from SFDRCISD**
 - iii. Teaching demos are ongoing**

3. Vice President of Student Service
 - a. Enrollment Report
 - i. 3574 head count (57% dual credit and 43% non-dual credit)
 - ii. 29,031 credit hours
 - iii. 613,264 contact hours
 - b. Angel Tree in the Student Success Center
4. Vice President of Finance
 - a. Add Quarter 1 Investment Report to the Board of Trustees' meeting agenda
 - b. Working on audit to be prepared for the Board of Trustees' meeting
5. Vice President Eagle Pass Campus
 - a. Christmas at the College tonight – need safety and security support
 - b. Discussion of stolen property
 - c. Events
 - i. Financial Aid Nights are being scheduled
 - ii. Attending MRGDC Job Fair
 - iii. PTK hosting a student Christmas Party on December 14th
 - iv. Faculty/Staff Christmas Luncheon on December 11th
 - v. Tax return preparation workshops coming up
6. Vice President of Administrative Services – *My experience is not at the mercy of your opinion.* – Dave Ramsey
 - a. Maintenance
 - i. Chittim Center project is almost complete
 - ii. Testing the roofs in Eagle Pass
 - iii. Pre-construction meeting on Friday – Del Rio Building C
 - iv. Working on various maintenance projects
 1. The Law Enforcement Academy building ramp needs to be fixed
 - b. Campus Police
 - i. SWTJC Basketball Tournament
 - ii. Eagle Pass Christmas at the College
 - c. Transportation – we currently have a 500-gallon diesel tank
 - i. Need a 4000-gallon tank to prepare for diesel/heavy equipment programs
7. Vice President Del Rio Campus
 - a. November 20th – joined “Community Action Plan for Safety” group – the focus is on mental health
 - b. Christmas at the College
 - i. 14 college departments/13 community – activity or food
 - ii. The Mayor opening remarks
 - iii. Music: carolers, mariachis, and Grupo Alto Voltaje
 - iv. Pictures with Santa and the Grinch
 - v. Approximately 800 to 850 attendees
 - c. Del Rio artist to submit information regarding murals in Building B
 - d. Gideons on campus – Bible distribution
 - e. SFDRISD inquiring about use of the auditorium on January 23rd
 - f. SFDRISD Education Foundation
 - g. Discussion on name change – what it means in the future

8. Chief of Staff

- a. Watermark**
 - i. Proposed to move forward with SS & E without the CRM piece**
 - 1. Add to the Board of Trustees December Board meeting agenda – R.F.S. will write a memo**
- b. Meeting with A T & T today at 2:00 pm**

9. Faculty Association

- a. Turkey Trot report**
- b. Christmas at the College report – was a great recruiting opportunity**
- c. Student Lounge Ribbon Cutting at noon**