

CABINET MEETING
November 7, 2013

	AGENDA ITEM	NOTES
1.	Around the Table	
2.	Dean's Forum Uvalde	
3.	Strategic Plan Update	
4.	Library Consultant Report	
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6.		

7.		
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**CABINET MEETING OF
SOUTHWEST TEXAS JUNIOR COLLEGE**

November 7, 2013

The Cabinet members of Southwest Texas Junior College met on November 7, 2013 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. Around the Table:

- a) **Dick Whipple**
 - i. **Begin Deployment of Office 365**
 - ii. **Forming a STEM Community**
- b) **Mark Underwood**
 - i. **Knippa working on Early College High School**
 - ii. **Value of Associate Degrees**
 - iii. **Reviewing Division Chair Job description**
 - iv. **Few students have taken the new TSI**
- c) **Margot Mata**
 - i. **Upcoming off campus registration**
 - ii. **Promoting STEM Initiative – GEO-UT funding**
 - 1. **Pre-calculus and calculus GEO students**
- d) **Blaine Bennett**
 - i. **SP2014 enrollment numbers presented**
 - ii. **Communications going out to students**
 - 1. **At-risk students at this point in semester**
 - iii. **Another communication going out for those attending Fall 2013 not yet enrolled in SP 2014**
 - iv. **Discussed attendance policy and logistics**
 - v. **TSI requiring co-enrollment in Developmental Education?**
 - 1. **What is Policy and what is State Guidelines?**

- vi. **Reviewing placement (DevEd) new TSI score into appropriate Developmental Education level.**
 - e) **Gilbert Bermea**
 - i. **Eagle Pass at 40% of SP 2014 registration estimate.**
 - f) **Anne Tarski**
 - i. **Audit is near completion**
 - ii. **Communicate the reciprocal agreement with SRSU – Tuition discount.**
 - g) **Romelia Aranda**
 - i. **Accelerate Texas week – possible presentation by Uvalde Mayor.**
 - ii. **Truck driving class in Del Rio.**
 - iii. **November 19th evaluators for Project Grow.**
 - iv. **Site visit VAST November 21st.**
 - v. **December 4th – 6th TWC conference**
 - h) **Joe Barker**
 - i. **GPS system for our fleet installed in 25 vehicles.**
 - ii. **Public information / Print Shop – positions open**
 - i) **Cheryl Sanchez**
 - i. **Addressing the new ways students cheat**
 - ii. **Working with faculty on assessment**
 - iii. **Community Service leave approved by SOC and Curriculum committees, approved by Cabinet now will submit to Board for consideration at the December board meeting.**
 - j) **Johnny Guzman**
 - i. **Applied Science Advisory committees on going.**
 - ii. **Working on getting programs down to 60hrs by Fall 2014**
 - iii. **Received a call from oil company for employees – looking for mechanics (gas/diesel)**
 - iv. **Child Development position**
 - v. **Child Development Daycare Director**
 - vi. **Uvalde Mentor program.**
 - k) **Derek Sandoval**
 - i. **New IT hired – interview office assistant**
 - ii. **Construction – Spring Break completion**
 - iii. **Plan for testing – old administration building/old portables**
2. **Dean’s Forum Uvalde – Will be on November 26th – Pork Loin as main course**

3. Strategic Plan Update

- i. Julie Thomas – clear update by December 12th**
- ii. Presented follow-up on student focus group results**
- iii. Fall 2013 Quick Facts**

4. Library Consultant Report

- i. Julie Todaro presented results of library consultation**
 - 1. Suggestion for ADA audit-signage-plan of action on navigating facilities.**
 - 2. SACS primary interested in plan.**