



SOUTHWEST
TEXAS★COLLEGE

SWTX **CABINET** **MEETINGS**

JULY 2025



www.swtxc.edu

CABINET MEETING
July 09, 2025

	AGENDA ITEM	NOTES
1.	President	
2.	VP Academic Affairs	
3.	VP Student Services	TSIA2 Score Import SWTX E-Transcripts update
4.	VP Finance	

5.	VP Eagle Pass Campus	
6.	VP Administrative Services <i>When we work on a Trusting Team, we feel safe to admit our mistakes, be honest about our shortcomings, and ask for help when we need it..</i> Simon Sinek	Tech Expansion Groundbreaking days? December Calendar Dates-Maintenance (Dentist appointment today)
7.	VP Del Rio Campus	Article re: new hanger – possible MOU w/LAFB for Technical Programs? SFDRCSISD Gear Up Program – Auditorium for Long Game movie
8.	VP Special Projects	

9.	Chief of Staff	
10.	Faculty Association	South Texas Regional Training Center Hondo, Faculty and Student access. Fitness Center Facility Use - Faculty / Staff requests.

CABINET MEETING OF
SOUTHWEST TEXAS COLLEGE

July 9, 2025

The Cabinet members of Southwest Texas College met July 9, 2025 in the President's Office

Cabinet members present were:

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

Also present were:

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

1. President

- a. Discussed July 10, 2025 Board of Trustee Meeting.
- b. A.R. and R.F.S. are assigned to meet with Dual Credit partners.
- c. President's meeting in Austin next Wednesday afternoon.

2. Vice President of Academic Affairs

- a. N.L. was hired for Carl Perkins Coordinator
- b. Other interviews ongoing
- c. Team attended an Ad Astra training in Houston this week
- d. Discussed Staff Convocation arrangements. Convocation date set for July 24, 2025.
- e. Texas Pathways was discussed.
- f. The team has committed to serving for two years.
- g. The team focus is on Dual Credit for this term.
- h. Discussed school district meetings.
- i. Met with interim superintendent and High School principal at La Pryor
- j. Phone conversations with Hondo ISD new High School administration
- k. Visited with Cotulla principal about welding instructor.
- l. Crystal City ISD sent two invoices for Patient Care Technician Program.
- m. Working on SACSCOC section 5.
- n. Conducting interviews and summative evaluations.
- o. Professional Development is working on adjunct and full-time convocation schedules
- p. Dual Credit Programs have started fall registration
- q. Uvalde CISD – fall 2023 meetings (3) and early spring 2024 report and emails
- r. Promote AAT

3. Vice President of Student Services

- a. Instructional Facilities Report Keyboarding classes in Crystal City
- b. Watermark SS&E early adopter training July 09
- c. On July 10. in-person NSO in Pearsall
- d. Student Success Services will be attending SEVIS training on July 15 and 17
- e. Success Coach satisfaction survey will open on August 1
- f. Admissions and Registrar reported enrollment headcount
 - i. Summer 2 – 1125/5349
 - ii. Fall – 2711 head count
 - iii. SWTX is currently hosting Bacterial Meningitis vaccine clinics. Clinics are ongoing.
- g. TSIA2 Score Import is now completed
 - i. If students test with SWTX their scores will be automatically put in Colleague.
- h. S.M. is working on partnerships with school districts for their TSI scores.
- i. Southwest Texas College E-Transcripts update (National Student Clearinghouse) to target implementation date mid-August.
- j. AEL report federal funding is delayed; was supposed to be July 1.
- k. AEL created a conservative 6-month budget.
- l. Scholarships were discussed.
- m. C.M. is out for TACC and then SACSCOC QEP conferences.
- n. DOD corrections submitted.

4. Vice President of Finance

- a. Finance Department reported DY budgets in Colleague.

5. Vice President of Eagle Pass

- a. Discussed Eagle Pass ISD transcript updates.
- b. Discussed AEL graduation ceremony.
- c. Look at possible groundbreaking dates.

6. Vice President of Administrative Services

- a. Discussed the possible tech expansion groundbreaking days.
- b. Discussed the December calendar dates for maintenance.

7. Vice President of Del Rio

- a. C.B presented article re: new hangar. Discussed possible MOU w/LAFB for Technical Programs?
- b. Discussed the San Felipe Del Rio CISD Gear Up Program – Auditorium for Long Game movie
- c. Discussed the front office and custodial positions open at the Del Rio SWTX Campus.

8. Vice President of Special Projects

- a. Vice President discussed SACSCOC.
- b. A Submitted prospectus for DR hangar
- c. Vice President is continuing to work on Focused Reports.
- d. Discussed target date for bachelor's degree 4-year program.

9. Chief of Staff

- a. Working on one-pager for UCISD and other schools.
- b. Staff Convocation planning and preparation is ongoing.
- c. Please encourage directors to respond to RSVP by Monday.
- d. Phi Theta Kappa Texas Honors this weekend.

- e. ETPS report initial submission was accepted and pending review.
- f. RJA is working on 150% completion rates disaggregated for the SACSCOC response.

3

- g. The TRIO-SSS grant was awarded for 2025-2030.

10. Faculty Association

- a. South Texas Regional Training Center Hondo, Faculty and Student access
- b. Fitness Center Facility Use - Faculty/Staff requests
- c. TCCTA has an institutional membership option

CABINET MEETING

July 16, 2025

	AGENDA ITEM	NOTES
1.	President	Board of Trustees' Meeting Date/Time: August 21, 2025 at 6 PM Location: MSC- Bluebonnet Room Departments: Workforce & Office of Grants Management
2.	VP Academic Affairs	
3.	VP Student Services	
4.	VP Finance	VP Ermis is on vacation.

5.	VP Eagle Pass Campus	
6.	VP Administrative Services	
7.	VP Del Rio Campus	
8.	VP Special Projects	
9.	Chief of Staff	

10.	Faculty Association	
-----	---------------------	--

CABINET MEETING OF
SOUTHWEST TEXAS COLLEGE

July 16, 2025

The Cabinet members of Southwest Texas College met July 9, 2025 in the President's Office

Cabinet members present were:

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

Also present were:

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

1. President

- a. Discussed the BOT meeting.
- b. Discussed the Technical Expansion planning.

2. Vice President of Academic Affairs

- a. A.R. discussed the new employees in the A D N Department and discussed the search for a Criminal Justice Program Coordinator.
- b. Discussed the PCT/C N A Audit.
- c. Discussed the hiring retirees and HB2.
- d. C.B discussed the School District Partnerships. UCISD Memorandum of Understanding is going to the board next Monday and discussed the College Connect Courses.
- e. C.B. discussed the potential in-house person for welding. Continuing work with Rocksprings ISD.
- f. The last of the Memorandums of Understandings are forthcoming.
- g. SACSCOC update; currently working on section 5.
- h. Professional Development update on the Convocation Schedules; Draft for the Faculty and Adjunct Convocation schedules passed around.
- i. A.M. is working on EMT program accreditation recommendations.
- j. C.L. is working on iDesign for Construction Science Courses.
- k. A program of study is forthcoming.
- l. A.M. and M.B. will attend the Perkins Leadership Conference.
- m. A.M. applied for the Perkins Nursing Leadership Grant.
- n. Luis Gonzalez was awarded a Conduct Award.
- o. Discussed A D N and LVN NCLEX pass rates.

3. Vice President of Student Services

- a. C.M. discussed the Library Report.
- b. Discussed the Crystal City Instructional Facility. The Keyboarding course in Crystal City is full and the list of welding students has reached 15.
- c. The Student Success Services department; Watermark data validation today and tomorrow.
- d. The SEVIS training is ongoing.
- e. IAPs for fall are coming; current IAP report was submitted.
- f. The Financial Aid department reported a group attended the FISAP webinar and Direct Loan and Pell reconciliations are complete.
- g. The Enrollment report for Summer II- 1,155/5,470 and Fall – 3,098/28,734; 5,894 dual credit hours.
- h. Instructional Facilities Report; A full-time employee has been hired for the Hondo facility and is currently working with Hondo Officials to get access for new employee.
- i. Currently working with Windham School District administration to get the program up and running again. Discussed the need to keep an eye on the SACSCOC/2nd Chance Pell and might need an on-site visit.
- j. C.M. will be attending the TACC Conference.

4. Vice President of Finance

- a. L.E gave a reminder that RCI is on campus this week for inventory.

5. Vice President of Eagle Pass

- a. Updated on the discussion on transcripts with Eagle Pass ISD and will have a follow-up meeting with the school.
- b. B. H. attended the EMT/ Paramedic Pinning Ceremony.
- c. Discussed the setup of the new SWTX window display at the Mall de las Aguilas.
- d. Discussed the upcoming meeting with Instituto Cumbres.

6. Vice President of Administrative Services

- a. Updated on the Technical Expansion Projects. Construction is lingering in permits.
- b. The Maintenance Department is investigating for a solution for drainage issues.
- c. The Aviation Building renovations are moving forward.
- d. Renovations for Wildlife podcast room are nearing completion.
- e. The Gym HVAC project is moving forward.
- f. Discussed the Safe Evac-Agreement.
- g. Discussed the Public Information ongoing and upcoming social media campaigns.
- h. Discussed the Student Engagement Calendar meeting tomorrow.

7. Vice President of Del Rio

- a. The Del Rio City began cement work for Crosswalk Lights
- b. Alpha Omega Iota attended TX Honors Institute and also won the Photo Booth Contest.
- c. Discussed the start of cleaning out and working on Building J for a snack bar.
- d. A new HVAC unit has been ordered for Building M.
- e. Discussed the applications for Custodial and Teller/ Receptionist positions.
- f. Updated on the date change of the New Student Orientation from 07/24 to 07/22.
- g. A.M./C.B. discussed an article in regards to the new hanger.
- h. Human Resources- to Del Rio Campus for Summer Enrollment change.

8. Vice President of Special Projects

- a. Discussed the Trellis Financial Wellness Survey and discussed if to offer incentives for students to know it's legitimate.
- b. Discussed the update on SACSCOC; the focus report is coming along. The send off date for the Focused Report and QEP is September 01.
- c. Dr. Cuevas called about QEP Leader Evaluator.

9. Chief of Staff

- a. Discussed Staff Convocation details. There are 190 RSVPs, the agenda will be sent out next week.
- b. Discussed the STEM Camp STEM Camp (6th-8th grade) scheduled for next week. 15 spots were filled within 2 hours and have 28 students on the waitlist.

10. Faculty Association

- a. Nothing to discuss with the group.

CABINET MEETING
July 23, 2025

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

4.	VP Administrative Services	
5.	VP Finance	
6.	VP Eagle Pass	
7.	VP Del Rio	• BIOL adj instructor/bring own models • Lab open off hours for student review • Scantron? • Coming Soon signs up, ordered another set for back lot • Ground breaking – DR August 5 ??, 11am?? • Building K Open house after school starts

		• 2nd FA DR Code search causing issues with apps (E40793) • Building M -- Sul Ross lease, changing locks (hold off?) • Howmet Aerospace Grant applied - \$25,000 for testing center • CARE team – faculty need to view “home location” of student
8.	VP Special Projects	
9.	Chief of Staff	

10.	Faculty Association	
-----	---------------------	--

CABINET MEETING OF
SOUTHWEST TEXAS COLLEGE

July 23, 2025

The Cabinet members of Southwest Texas College met July 23, 2025 in the President's Office

Cabinet members present were:

Dr. Hector Gonzales, President
April Ruhmann, Vice President of Academic Affairs
Lisa Ermis, Vice President of Finance
Brenda Hoffman, Vice President Eagle Pass Campus (Via Zoom)
Connie Buchanan, Vice President Del Rio Campus
Dr. Randa Schell, Chief of Staff

Cabinet members absent:

Cruz Mata, Vice President of Student Services
Derek Sandoval, VP Administrative Services
Dr. Mark Underwood, Vice President Special Projects
Armando Mondragon, Dean of Applied Sciences

Also present were:

Charles Garabedian, Dean of Instructional Services and School District Partnerships
Landra Fowler, Faculty Association

1. President

- a. The President discussed MOUs.

2. Vice President of Academic Affairs

- a. The Surgical Tech Program received the UTHSCSA clinical site agreement signed.
- b. A.R. discussed the College Bridge MOU.
- c. The SWTX Connections Proposal was discussed.
- d. C.G. discussed the school district partnerships with SFDRICSD regarding a possible nursing pathway, the use of the Nursing pathway planning grant, and Cotulla regarding ECA.
- e. The SACSCOC is currently being worked on.
- f. C.G. notified the Cabinet that the Director will be out on vacation.

3. Vice President of Student Services

- a. C.M. is out on vacation this week.

4. Vice President of Finance

- a. L.E. discussed lease agreements.

5. Vice President of Eagle Pass

- a. The last vaccine drive at the Eagle Pass Campus will be on August 07.
- b. The Community Back to School event is also August 07.
- c. VP discussed adding an expanded explanation of scholarships to one-pager.
- d. The City of Eagle Pass will be on campus to answer questions regarding internship partnerships.
- e. VP shared the results of the transportation survey with the Cabinet members.

6. Vice President of Administrative Services

- a. VP Sandoval is out on vacation this week.

7. Vice President of Del Rio

- a. C.B. discussed the BIOL lab opens off hours for student review.
- b. The Coming Soon sign is up and ordered another set for the back lot.
- c. The groundbreaking date is on hold until students return to campus for groundbreaking.
- d. Building K will be used to host the Open House after school starts.
- e. 2nd FA DR Code search is causing issues with apps (E40793)
- f. Building M – will be holding off on changing locks, waiting on Sul Ross Lease.
- g. \$25,000 Howmet Aerospace Grant funds applied to the testing center.
- h. From the CARE team, faculty needs to view “home location” of student.

8. Vice President of Special Projects

- a. Out on Vacation this week.

9. Chief of Staff

- a. STEM camp is going well.
- b. Staff Convocation is tomorrow and final preparations are ongoing.

10. Faculty Association

- a. Nothing to report to Cabinet Members.

CABINET MEETING

July 30, 2025

	AGENDA ITEM	NOTES
1.	President	Board of Trustees' Meeting Date/Time: August 21, 2025 at 6 PM Location: MSC- Bluebonnet Room Departments: Workforce & Office of Grants Management
2.	VP Academic Affairs	
3.	VP Student Services	
4.	VP Finance	VP Ermis is on vacation.

5.	VP Eagle Pass Campus	VP Hoffman is on vacation.
6.	VP Administrative Services <i>The harvest does not negotiate with the farmer. Outcomes obey effort, not excuses.</i> <i>Anonymous</i>	• Tech Expansion update • Paving update • MEP Monday 9am • Garner Hall ventilation-3 bids pending • Regional FFA LDE-Nov. 5??? • Gym Hours update <i>Monday: Thursday 10 am - 9 pm</i> <i>Friday: 10 am - 2 pm</i> <i>Sunday: 5 pm - 9 pm</i> • Housing Aug. 1 LEA Move In • Public Info report • Student Engagement Calendar
7.	VP Del Rio Campus	
8.	VP Special Projects	• South Texas Regional Council meeting held July 28 - no issues to report. • Dr. Robert Ayala, at Texas A&M Kingsville, is interested in a 2+2/Dual-enrollment partnership for Engineering students; draft prospectus coming. • Suggest an August 6 review of QEP draft.

9.	Chief of Staff	
10.	Faculty Association	

ABINET MEETING OF
SOUTHWEST TEXAS COLLEGE

July 30, 2025

The Cabinet members of Southwest Texas College met July 30, 2025 in the President's Office

Cabinet members present were:

Dr. Hector Gonzales, President
April Ruhmann, Vice President of Academic Affairs
Cruz Mata, Vice President of Student Services
Derek Sandoval, VP Administrative Services
Connie Buchanan, Vice President Del Rio Campus
Dr. Mark Underwood, Vice President Special Projects
Dr. Randa Schell, Chief of Staff

Cabinet members absent:

Brenda Hoffman, Vice President Eagle Pass Campus
Lisa Ermis, Vice President of Finance

Also present were:

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

1. President

- a. President discussed the upcoming Board of Trustees meeting scheduled for August 21, 2025 at 6 PM in the Bluebonnet room. The departments presenting are Workforce and Office of Grants Management.

2. Vice President of Academic Affairs

- a. A.R. discussed Senate Bill 365.
- b. A.R. also discussed the 2.0 GPA student requirement for graduation.
- c. C.G. updated cabinet members on the SACSCOC Focused Report. The department is currently working on the 5s and the internal completion deadline.
- d. Professional Development is finalizing Convocation Schedules.
- e. Dual Credit is working on qualifying several DC Adjuncts.
- f. C.G discussed the updated CCMR requirements – 2 school districts need assistance.
- g. A.M. is working to expand the nursing program student capacity.
- h. A.M. gave updates on the Perkins Grant Leadership Grant.
- i. Discussed the meeting with Texas Success Center on TRUE Pathways grant (nursing).
- j. A.M. discussed where we stand on NCLEX pass rates.
- k. Applied Sciences is working on aircraft maintenance pathway from Dual Credit to College. A.M. discussed some preliminary movement on PTA program development.

3. Vice President of Student Services

- a. C.M. gave a Library Report.
- b. The Financial Aid department is processing appeals for new academic year and are working on SPI.
- c. Student Success Services is working on High School success coach assignments and calendar.
- d. New Student Orientation for Law Enforcement Academy this Friday, August 1.

- e. Discussed IME Becas Meeting last week.
 - f. The Enrollment Report included the Fall headcount of 3979 headcount/ 34314 credit hours (28150 non-dual; 9717 dual). Summer 2 headcount was 1156 head count / 5456 credit hours.
 - g. The Registrar's Office reported Summer graduation application deadline and Summer 2 withdrawal deadline is August 01.
 - h. C.M. has ongoing meetings and discussions with CCISD.
 - i. LD is offering a Canvas Workshop
 - j. YS and MM are traveling to Pearsall tomorrow.
 - k. Torres Unit Meeting on Monday. Approved on their side to offer AA General Studies. Need to submit to SACSCOC if beyond 50% of program.
 - l. Discussed the proposed start date of Spring 2026.
 - m. Adult Education and Literacy program on releasing federal money next week.
4. Vice President of Finance
- a. Out on Vacation
5. Vice President of Eagle Pass
- a. Out on Vacation
6. Vice President of Administrative Services
- a. D.S. gave an update on the Tech Expansion program. Department is waiting on permits and is active meeting with city staff.
 - b. Discussed the paving update.
 - c. MEP Monday at 9 AM. There are 3 bids pending for Garner Hall Ventilation.
 - d. Discussed Regional FFA LDE-Nov. 5
 - e. Discussed Gym hours
 - Monday: Thursday 10 am - 9 pm*
 - Friday: 10 am - 2 pm*
 - Sunday: 5 pm - 9 pm*
 - f. Discussed housing update. Law Enforcement Academy move in August 1st.
 - g. Public Information Reported the rebranding continues with making sure every SWTJC is changed to SWTX. Asked for MM to take photos of Pearsall campus signage that need rebranding.
 - h. Discussed the Student Engagement Calendar. Christmas at the College date was discussed.
 - i. Discussion of Key Card system in Hondo.
7. Vice President of Del Rio
- a. Discussed HB 1481 regarding no cell phones on K-12 campuses.
 - b. Discussed crosswalk installation. There is a marketing campaign coming.
 - c. Discussed the Mexican Consulate – IME Becas Grants
 - d. Looking at dates for groundbreaking and discussed September would be best.
8. Vice President of Special Projects
- a. Discussed South Texas Regional Council meeting held July 28. There were no issues to report.
 - b. Dr. Robert Ayala, at Texas A&M Kingsville, is interested in a 2+2/Dual -enrollment partnership for Engineering students; draft prospectus coming.
 - c. Suggestion of August 06 review of QEP draft
 - d. Discussed March 4 – UIL One Act Play reservation
9. Chief of Staff
- a. Discussed the success of Staff Convocation. Department received great feedback.
 - b. A small handful of departments have submitted their SPIs.
 - c. Discussed the Vector Solutions training will close on August 1. Please encourage completion.

- d. RFS will be attending TASB legislative seminar on Friday in Austin.
- e. Discussed Occupational Skill Awards on the credit side.
- f. Discussed that GPA is not reported on the graduation report, but AS is checking to make sure.
- g. Check Move-IT for information that drives HB 8 funding.
- h. Discussed to develop a report that tells us how much funding came from each dual credit partner program,...drill down into students to see if any students were not funded.

10. Faculty Association

- a. Nothing for the group.