



SOUTHWEST
TEXAS★COLLEGE

SWTX **CABINET** **MEETINGS**

JUNE 2026



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CABINET MEETING

June 03, 2026

	AGENDA ITEM	NOTES
1.	President	
2.	VP Academic Affairs	
3.	VP Student Services	<u>Registrar:</u> • Occupational Skills Awards 2025-2026 (Undergraduate): 224 OSA's have been awarded and posted on official transcripts; the OSA's to be reviewed for Workforce Education are pending until September due to pending quarters (classes and grades). 2025Q2 is complete however 2026Q3 and 2026Q4 are still pending. • Flu/Bacterial Meningitis Vaccine Drive: June 4, 2026: 12:00 – 4:00pm (Matthews Student Center: Minda Kone Lounge) <u>SS:</u> • Success Coaches will participate in a peer mentoring/support-buddy initiative designed to foster collaboration, encouragement, and professional growth throughout the academic year. This initiative provides each Success Coach with a dedicated partner who can serve as both a mentor and a source of support, creating opportunities to learn from one another's experiences, strengths, and perspectives. <u>Enrollment:</u> • Summer 1: Head count: 1,520; Total Cred Hrs. 7,331; Non-Dual: 6,495; Dual 836

		• Summer 2: Head Count: 841; Total Cred hrs.3,859; Non-Dual: 3,859 • Fall 26: Head Count: 1,695; Total Cred hrs. 18,520
4.	VP Finance	
5.	VP Eagle Pass Campus	
6.	VP Administrative Services <i>If you can clearly write down the problem, you've already solved half of it.</i> <i>-Kidlin's Law</i>	• Maintenance/Dorms • Kids College • Grounds Interviews • Housing
7.	VP Del Rio Campus	
8.	VP Special Projects	

9.	Chief of Staff	
10.	Faculty Association	

CABINET MEETING OF
SOUTHWEST TEXAS COLLEGE

June 03, 2026

The Cabinet members of Southwest Texas College met June 03, 2026 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
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
Dr. Michael Bailey, Dean of Liberal Arts
Charles Garabedian, Dean of Instructional Services and School District Partnerships

1. President

- a. President reviewed and discussed the Board Agenda for the upcoming meeting.
- b. President is expecting a call from SACSCOC on June 11, 2026.
- c. Informed Cabinet Members funding runs are coming this week or next week.

2. Vice President of Academic Affairs

- a. A.R. discussed conducting faculty interviews.
- b. Shout outs to all who helped with various site visits.
- c. A.M. discussed EMS accreditation site visit.
- d. Discussed working on a nursing grant and workforce Pell apps.
- e. Discussed Cyber-security program in Eagle Pass ISD on track to launch this fall
- f. M.B. is working on Wintermester class schedule.
- g. Discussed attending Charlotte ISD graduation ceremony.
- h. C.G. discussed various meetings with school district officials.

3. Vice President of Student Services

- a. C.M. presented the Registrar's report.
- b. Discussed Occupational Skills Awards (OSA) 2025-2026. 224 OSA's have been awarded and posted on official transcripts.
- c. Discussed OSA's to be reviewed for Workforce Education are pending until September due to pending quarters (classes and grades). 2025Q2 is complete however 2026Q3 and 2026Q4 are still pending.
- d. Discussed Flu/Bacterial Meningitis Vaccine Drive on June 4 at 12pm in Minda Kone Lounge.
- e. C.M presented the Student Success Services report.
- f. Discussed Success Coaches will participate in a peer mentoring/support-buddy initiative designed to foster collaboration, encouragement, and professional growth throughout the

academic year.

This initiative provides each Success Coach with a dedicated partner who can serve as both a mentor and a source of support, creating opportunities to learn from one another's experiences, strengths, and perspectives.

- g. C.M. presented the Enrollment Report.
- h. Discussed the Summer 1 enrollment: Head count - 1,520; Total Cred Hrs. - 7,331; Non-Dual - 6,495; Dual - 836
- i. Discussed the Summer 2 enrollment: Head Count - 841; Total Cred hrs. - 3,859; Non-Dual - 3,859
- j. Discussed the Fall 2026 enrollment: Head Count - 1,695; Total Cred hrs. - 18,520
- k. C.M. discussed the various meetings and events he has attended.

4. Vice President of Finance

- a. L.E. discussed the changes to the budget.

5. Vice President of Eagle Pass

- a. B.H. discussed upcoming events and activities.
- b. Discussed the Open House event was well attended.
- c. Discussed participating in TRIO Day.
- d. Discussed Meningitis Vaccine clinic on June 11.

6. Vice President of Administrative Services

- a. D.S. discussed the Maintenance/Dorms report.
- b. Discussed the Kid's College event on campus.
- c. Discussed the Grounds Interviews.
- d. Discussed the Housing report.

7. Vice President of Del Rio

- a. C.B. had a successful Early College High School Parent meeting yesterday.
- b. Discussed the Del Rio campus will be hosting campus tours throughout the summer.
- c. Discussed the Custodial position accepted and will start soon.
- d. Discussed the Meningitis vaccine clinic next week.

8. Vice President of Special Projects

- a. M.U. discussed SACSCOC and projects.
- b. Discussed the new accreditation manual is out.
- c. Discussed Cicero data request.
- d. Discussed 4-year degree in education work is ongoing.

9. Chief of Staff

- a. R.S. discussed the Kid's College event on campus.
- b. Discussed the meeting with KCP committee next week to develop the process for workforce students.

10. Faculty Association

- a. L.F. is absent.

CABINET MEETING

June 10, 2026

	AGENDA ITEM	NOTES
1.	President	
2.	VP Academic Affairs	
3.	VP Student Services	<u>Hondo Prison:</u> • Fall schedule is submitted for TDCJ approval • 80 potential students, filled out applications and required TDCJ forms. • Student Request form has been submitted • Working with bookstore on purchasing books for the courses Proposed Fall course schedule: BUSI 1301 Engl 0302/1301 Hist 1301 Psych 2301 BIOL Math 0300/1314 (adjustments can be made as necessary) <u>Hondo STRTC:</u> • adding 20 additional courses with the added space. • Meeting with John (city manager). Setting up a meeting with Superintended. <u>AEL:</u> • Ms. Alvarado is meeting with Capt. Ramos to finalize MOU for GED classes at Sheriff's Dept/facility for inmates. • Ms. Alvarado will be included in interviews alongside Dr. Guerra for hiring a GED instructor

		in Cotulla; we have signed an MOU with Cotulla to offer courses there. Enrollment: SI: 1,526; Total Cred hrs.: 7,33; Not Dual: 6,495; Dual 836 (Census June 4). SII: 1,219; Total Cred hrs.: 5,588; Not Dual: 5,487; Dual 101 (registration ongoing for SII) Fall: 1,695; Total Cred hrs.: 18,520 Flu/Bacterial Meningitis Vaccine Drive: July 2, 2026: 12:00 – 4:00pm (Matthews Student Center: Minda Kone Lounge)
4.	VP Finance	
5.	VP Eagle Pass Campus	
6.	VP Administrative Services <i>"A good manager doesn't try to eliminate conflict; he tries to keep it from wasting the energies of his people."</i> <i>Robert Townsend</i> <i>-CEO, Avis Rent-a-Car</i>	• Architects discussions • EOY updates-SACS • Vacations-Public Info-June 16 submissions • Evaluations • CNFR
7.	VP Del Rio Campus	

8.	VP Special Projects	
9.	Chief of Staff	
10.	Faculty Association	

CABINET MEETING OF
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June 10, 2026

The Cabinet members of Southwest Texas College met June 10, 2026 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
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
Dr. Michael Bailey, Dean of Liberal Arts
Charles Garabedian, Dean of Instructional Services and School District Partnerships

1. President

- a. Discussed the Board of Trustees' Meeting Agenda.
- b. President discussed the budget.

2. Vice President of Academic Affairs

- a. A.R. discussed new Academic Affairs hires.
- b. Discussed Texas Pathways Scale of Adoption.
- c. Discussed Workforce Pell Grant application. Deadline is June 19.
- d. A.M. discussed materials have been ordered for Eagle Pass and Del Rio tech expansion classrooms.
- e. Shared good ADN and LVN pass rates.
- f. Discussed PCT audit coming up in August and September – 2 sites.
- g. Discussed Surgical Tech construction project is imminent.
- h. M.B. discussed last week filled with interviews to fill open positions.
- i. Discussed working on wintermester schedule.
- j. C.G. discussed several school district meetings.
- k. Discussed Dual Credit staff is attending the Texas College and Career Readiness School Models (CCRSM) conference.

3. Vice President of Student Services

- a. C.M. discussed Hondo Prison updates.
- b. Discussed the Fall schedule is submitted for Texas Department of Criminal Justice (TDCJ) approval.
- c. Discussed the 80 potential students filled out applications and required TDCJ forms
- d. Discussed Student Request form has been submitted.
- e. Discussed working with bookstore on purchasing books for the courses.
- f. Discussed Hondo will be adding 20 additional courses with the added space.

- g. Discussed meeting with John (city manager) in Hondo.
- h. Discussed setting up a meeting with Superintendent.
- i. Ms. Alvarado is meeting with Capt. Ramos to finalize Memorandum Of Understanding (MOU) for GED classes at Sheriff's Dept/facility for inmates.
- j. Discussed Ms. Alvarado will be included in interviews alongside Dr. Guerra for hiring a GED instructor in Cotulla; we have signed a Memorandum of Understanding with Cotulla to offer courses there.
- k. C.M. presented the Enrollment Report.
- l. Discussed Summer I enrollment numbers: 1,526; Total Cred hrs.: 7,333; Not Dual: 6,495; Dual 836 (Census June 4)
- m. Discussed Summer II enrollment numbers: 1,219; Total Cred hrs.: 5,588; Not Dual: 5,487; Dual 101 (registration ongoing for SII)
- n. Discussed Fall 2026 current enrollment numbers: 1,695; Total Cred hrs.: 18,520
- o. Discussed the Flu/Bacterial Meningitis Vaccine Drive: July 2, 2026: 12:00 – 4:00pm in Minda Kone.

4. Vice President of Finance

- a. L.E. discussed out of state hires.
- b. Discussed contract appearance date.

5. Vice President of Eagle Pass

- a. B.H. discussed upcoming events and activities.
- b. Staff attended the Eagle Pass ISD GT fair.
- c. Discussed Meningitis vaccine drive on Thursday.

6. Vice President of Administrative Services

- a. D.S. discussed the Architect discussions.
- b. End Of Year updates for SACS.
- c. Discussed Vacations dates for Public Information team. June 16 submissions.
- d. Discussed Evaluations.
- e. Discussed the College National Finals Rodeo.

7. Vice President of Del Rio

- a. C.B. discussed the Meningitis vaccine clinic yesterday was busy.
- b. NSO next week is maxed out.

8. Vice President of Special Projects

- a. M.U. SACSCOC call will come tomorrow.
- b. Advisory Committee for education degree is coming together.

9. Chief of Staff

- a. R.S. reminded Cabinet members to share the date and materials for the Staff Convocation on July 9.

10. Faculty Association

- a. L.F. is absent.

CABINET MEETING

June 17, 2026

	AGENDA ITEM	NOTES
1.	President	
2.	VP Academic Affairs	
3.	VP Student Services	SSS update: • Math intervention pilot Fall '26 ◦ Math 0309- AEP01- V. Munoz; MATH 0314- AEP01/ MATH 1314 -AEP01- V. Muñoz/ J. De Los Santos Transfer & Career: • Transfer numbers increasing Torres Unit: • Mandatory TDCJ prison training for staff/faculty will be held on June 29 and 30 at the MSC Ballroom. All required personnel have been notified. July 1st - transporting all personnel to the Dominguez Unit for fingerprinting and badge issuance. <u>Registrar's & Admissions:</u> • Summer I Withdrawal Deadline: Last day to withdraw is Friday, June 19th at 12:00pm • Summer II Payment Due: Payment for pre-registered students is Friday, June 26th at 12:00pm • Flu/Bacterial Meningitis Vaccine Drive: July 2, 2026: 12:00 – 4:00pm

		(Matthews Student Center: Minda Kone Lounge) <u>Enrollment update:</u> • Summer II: current HC: 1,249 (1,155); Total Cred. Hrs.: 5,710 (5,446); Non-Dual: 5,609 (5,407) Dual: 101 (39) • Fall 26: HC: 1,695; Total Cred. Hrs. 18,520 Potluck Lunch tomorrow
4.	VP Finance	
5.	VP Eagle Pass Campus	
6.	VP Administrative Services <i>Riding for the brand. Go Cowboys</i>	• Powerline Graduation • Campus Police • Public Information • Tech Expansion • Progressing forward • Gym HVAC • Contracts IP • Architectures • Email exchanges • Budget • VP discretionary (total) • CNFR • Tuesday return

7.	VP Del Rio Campus	• July 2 – Stars, Stripes and Success // 10am-2pm • Mex. Consulate MOU – Will pick up when ready • Mtgs discussing changes to Building L and N
8.	VP Special Projects	
9.	Chief of Staff	
10.	Faculty Association	

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Brenda Hoffman, Vice President Eagle Pass Campus
Connie Buchanan, Vice President Del Rio Campus
Dr. Mark Underwood, Vice President Special Projects
Dr. Randa Schell, Chief of Staff

Cabinet members absent:

Derek Sandoval, VP Administrative Services

Also present were:

Armando Mondragon, Dean of Applied Sciences
Dr. Michael Bailey, Dean of Liberal Arts
Charles Garabedian, Dean of Instructional Services and School District Partnerships

1. President

- a. Reviews Board of Trustees' Board meeting agenda.

2. Vice President of Academic Affairs

- a. A.R. discussed Fall Convocation

3. Vice President of Student Services

- a. C.M. discussed Student Success Services updates.
- b. Math intervention pilot Fall 2026
- c. C.M. discussed the Transfer & Career updates of transfer numbers increasing.
- d. C.M. discussed the Torres Unit updates.
- e. Discussed the mandatory TDCJ prison training for staff and faculty will be held on June 29 and 30 at the MSC Ballroom.
- f. Discussed all required personnel have been notified. July 1st transporting all personnel to the Dominguez Unit for fingerprinting and badge issuance.
- g. D.M. discussed the Registrar's & Admissions updates.
- h. Discussed Summer I Withdrawal Deadline is Friday, June 19th at 12:00pm
- i. Discussed Summer II payment deadline for pre-registered students is Friday, June 26th at 12:00pm
- j. Discussed the Flu/Bacterial Meningitis Vaccine Drive scheduled for July 2, 2026: 12:00 – 4:00pm at the Matthews Student Center - Minda Kone Lounge
- k. Discussed the enrollment update for Summer II. Current HC: 1,249 (1,155); Total Cred. Hrs.: 5,710 (5,446); Non-Dual: 5,609 (5,407) Dual: 101 (39)
- l. Discussed Fall 2026 enrollment: HC: 1,695; Total Cred. Hrs. 18,520
- m. Discussed the Potluck Lunch tomorrow.

4. Vice President of Finance
 - a. L.E. discussed reorganization plan of the Business Office.
5. Vice President of Eagle Pass
 - a. B.H. discussed several upcoming meetings.
6. Vice President of Administrative Services
 - a. D.S. absent – attending College National Finals Rodeo.
7. Vice President of Del Rio
 - a. C.B. discussed the July 2 Stars, Stripes, and Success event 10am-2pm
 - b. Discussed the Del Rio Consulate of Mexico Memorandum of Understanding will be picked up when ready.
 - c. Discussed meetings of changes to Building L and N.
8. Vice President of Special Projects
 - a. M.U. discussed Education Degree Advisory Committee.
9. Chief of Staff
 - a. R.S. discussed Staff Convocation RSVP should go out today or tomorrow.
 - b. Discussed cost share.
10. Faculty Association
 - a. L.F. is absent.

CABINET MEETING

June 24, 2026

	AGENDA ITEM	NOTES
1.	President	
2.	VP Academic Affairs	
3.	VP Student Services	<u>Hondo:</u> - Looking at making large space at HVAC building into two classrooms to accommodate students in cert 1 and cert 2 cohort. Need approval from City Manager to move forward. <u>Prison:</u> - Prison training will be held next Monday and Tuesday at the MSC Ballroom. - Still having trouble finding instructors to teach at the prison. Currently all instructors on list are adjunct; no full-time faculty; we have the students but not the classes. <u>Registrars/ Enrollment:</u> - Summer II: Total HC: 1,283; Total Cred hrs.: 5,881; Non-dual cred hrs: 5,780; Dual: 101 - Fall '26: Total HC: 1,695; (Steve: 2,250) Total Cred hrs: 18,520 Summer II Payment Due: Payment for pre-registered students is Friday, June 26th at 12:00pm Flu/Bacterial Meningitis Vaccine Drive: July 2, 2026: 12:00 – 4:00pm (Matthews Student Center: Minda Kone Lounge)

		KCP: 115: Looking at all the other scholarships to see if I can find any recent HS graduates and placing them in the KCP
4.	VP Finance	
5.	VP Eagle Pass Campus	
6.	VP Administrative Services <i>Teamwork is the ability to work together toward a common vision. It is the fuel that allows common people to attain uncommon results.</i> <i>-Andrew Carnegie</i>	• Admin work • Public Information • Vehicles
7.	VP Del Rio Campus	•
8.	VP Special Projects	• I signed the revision to the AEL-FLA Grant: +\$621,634.00 and the revision to the EL-Civics Grant: +312,571.00 ○ Oscar has submitted the request/notification to change the SWTX signing representative from me to Cruz Mata; should take effect beginning with next grant cycle • Education Advisory Committee first meeting - June 29, 2026, at 10:00 a.m.; In person at

		Downstairs Conference Room, also offered via Zoom
9.	Chief of Staff	
10.	Faculty Association	

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Also present were:

Armando Mondragon, Dean of Applied Sciences
Charles Garabedian, Dean of Instructional Services and School District Partnerships

1. President

- a. Discussed salary spreadsheets.

2. Vice President of Academic Affairs

- a. A.R. discussed finalizing schedules.
- b. Discussed payroll – annualized salaries and Policy DEA Local.
- c. Discussed FAA grant.
- d. A.M. reported Workforce Pell has been submitted.
- e. Discussed 6 school districts are part of nursing pathways reimbursement.
- f. Discussed an update on the tech expansion buildings in Del Rio and Eagle Pass.
- g. Discussed the Nursing certification exam pass rates are strong.
- h. C.G. discussed Emergency Management Technician/Firefighter Academy research.
- i. Discussed meeting with ESC-15 and Tier 1, 2, 3 Accountability System changes.
- j. Reported on adjunct faculty ready to teach at prison.
- k. C.G. provided update on Memorandum of Understandings (MOUs)
- l. Discussed Faculty Convocation planning
- m. New Dual Credit Program Coordinator began work this week.
- n. M.B. is absent.

3. Vice President of Student Services

- a. C.M. presented the Hondo Report
- b. Discussed looking at making large space at HVAC building into two classrooms to accommodate students in cert 1 and cert 2 cohort.
- c. Discussed needing approval from City Manager to move forward.
- d. C.M. discussed the Prison Report.
- e. Discussed the Prison training will be held next Monday and Tuesday at the MSC Ballroom.
- f. Discussed still having trouble finding instructors to teach at the prison.
- g. Currently all instructors on list are adjunct; no full-time faculty; we have the students but not

the classes.

- h. C.M. presented the Registrars/ Enrollment Report
 - i. Discussed student enrollment numbers for Summer II: Total HC: 1,283; Total Cred hrs.: 5,881; Non-dual cred hrs: 5,780; Dual: 101
 - j. Discussed Student enrollment for Fall 2026: Total HC: 1,695; (Steve: 2,250) Total Cred hrs: 18,520
 - k. Discussed Student Enrollment number for Summer II Payment Due: Payment for pre-registered students is Friday, June 26th at 12:00pm
 - l. Discussed the Flu/Bacterial Meningitis Vaccine Drive to be held on July 2, 2026 at 12:00 – 4:00pm located at the Matthews Student Center: Minda Kone Lounge.
 - m. C.M. discussed the Kate's Cowboy Promise (KCP) Report
 - n. Reported 115 applicants
 - o. Discussed looking at all the other scholarships to see if I can find any recent HS graduates and placing them in the KCP.
4. Vice President of Finance
- a. L.E. discussed proposal for new printers for Print Center.
5. Vice President of Eagle Pass
- a. B.H. discussed VP meetings and activities.
6. Vice President of Administrative Services
- a. D.S. reported on Admin work.
 - b. Discussed Construction/Tech Expansion update
 - c. Discussed Schneider, ComfortAir, and AEP all coming together
 - d. Discussed Garner Hall and Gym HVACs back 1 month
 - e. D.S. reported on Public Information
 - f. Discussed setting up for hearings in Cotulla and Carrizo Springs.
 - g. Discussed Vehicles
 - h. D.S. reported Rodeo updates – College National Finals Rodeo update
7. Vice President of Del Rio
- a. C.B. discussed gutters at new hangar facility.
 - b. NSO today with a large group.
 - c. Discussed academic suspensions.
 - d. SWTX Air Fresheners.
8. Vice President of Special Projects
- a. M.U. signed the revision to the AEL-FLA Grant: +\$621,634.00
 - b. Revision to the EL-Civics Grant: +312,571.00
 - c. Oscar has submitted the request/notification to change the SWTX signing representative from me to C.M. This should take effect beginning with next grant cycle.
 - d. Education Advisory Committee first meeting - June 29, 2026, at 10:00 a.m.- will be In-Person at the Downstairs Conference Room, also offered via Zoom.
9. Chief of Staff
- a. R.S. discussed getting staff development/convocation plans finalized.
 - b. Discussed Kate's Cowboy Promise (KCP) meeting this afternoon to get workforce process finalized.
10. Faculty Association

a. L.F. will be out for the summer.