SOUTH TEXAS COLLEGE

ACTIVITY REPORT

February 2024

Academic Affairs

SOUTH TEXAS COLLEGE

OFFICE OF THE VICE PRESIDENT & PROVOST FOR ACADEMIC AFFAIRS

TO: DR. RICARDO J. SOLIS, PRESIDENT

FROM: DR. ANAHID PETROSIAN, VICE PRESIDENT AND PROVOST FOR ACADEMIC AFFAIRS

DATE: FEBRUARY 1, 2024

SUBJECT: ACTIVITY REPORT FOR FEBRUARY 1, 2024 – FEBRUARY 29, 2024

DR. ANAHID PETROSIAN
VICE PRESIDENT & PROVOST FOR ACADEMIC AFFAIRS

VPAA ATTENDED OR HELD MEETINGS AS FOLLOWS:

- Attended VIDA Ribbon Cutting Ceremony – Nursing Simulation Center, February 1
- Attended "Noncredit Quality and the Hidden College: A Town Hall Discussion", February 1
- Attended Distance Learning Symposium, February 2
- Attended Institutional leadership Council meeting, February 2
- Held a Staffing Plan changes meeting, February 5
- Held a Workforce Summit Check-in, February 5
- Held a Search Committee Meeting, February 5
- Participated at South Texas College Officials and McAllen ISD District Adm - TOPIC: District's Dual Credit Programs Vision and Goals, February 5
- Attended a Cabinet Meeting, February 6
- Attended a Music Facility Expansion Project Meeting, February 6
- Held a Planning Meeting for Bachelor Programs Celebration, February 6
- Attended a Faculty Renewal Letter Template - February 2024 Distribution Meeting, February 7
- Attended the McAllen State of the City, February 7
- Held a Non-ADA Form Meeting, February 7
- Held a CATA Meeting, February 8
- Attended a Head Start Discussion Meeting, February 8
- Attended Man of the year banquet, February 8
- Attended Prosperity Taskforce Follow-Up, February 12
- Held a Continuing Education Coding System Meeting, February 12
- Held a Recovery Program Meeting, February 12
- Hosted Innovation & Transformation Meeting, February 12
- Attended OTA Reaffirmation 3 -Day Onsite Visit by ACPTE, February 12-14
- Held a Transfer Summit Meeting, February 13
- Attended EWDC Meeting, February 13
- Attended Board Meeting, February 13
- Hosted a NAH Support Staff Meeting, February 15
- Attended Buenas Tardes Luncheon, February 15
- Attended Jesse Villarreal STC Spirit of Leadership Scholarship Presentation, February 16

- Attended 2024 Summit for Dual Credit Program, February 18-20
- Attended Pre-Cabinet One to One Meeting with Vice Presidents, February 21
- Attended Interdisciplinary Studies students advising initiative Meeting, February 21
- Held a Chair Summer Special Assignment Meeting, February 22
- Attended Progresando Convening with Bank of America & EAB, February 26
- Held a Progress check: Gala Dinner Meeting, February 26
- Attended a Harlingen ISD-STC Dual Credit Programs Meeting, February 26
- Attended AND ACEN Reaccreditation Onsite Visit, February 27
- Held a Workforce Summit Panel Check-in Meeting, February 27
- Attended Culinary Arts Donor Dinner, February 27
- Held a Promotion of CEED Course Offerings Meeting, February 28
- Held a Culinary Dinner Walk-Through Meeting, February 28
- Attended ACEN – Exit Meeting, February 29
- Attended Coordinated Operations Council (COC) Meeting, February 29

PROJECTS COMPLETED OR IN PROGRESS:

- Monitoring faculty/enrollment reports
- Finalizing STC & UTRGV Collaborative
- Working on Pay Plan revisions
- Working on Academic Grant Activities
- Reviewing the policy changes for TASB transition
- Working with Academic Affairs Taskforces
- Implementing Action Plan for the Guided Pathways Project
- Academic Affairs Risk Management Plan
- New Program Development Proposals
- Developing guidelines and templates for the division
- Updating all manuals and reports for the division
- Developing the Handbook of Operating Procedures Template
- Classroom Inventory Report and Classroom Usage Report
- STC ERP Project
- Preparing for Innovation Exchange Campus Tour
- Developing presentation proposals for state and national conferences
- Preparing for the CTE Leadership Meeting
- Overseeing Meta-Major Information Sessions

DR. BRETT MILLAN
ASSOCIATE VICE PRESIDENT FOR ACADEMIC SUCCESS & ADVANCEMENT

- Communicated with the Vice-Consul of Mexico to set up collaborative meeting
- Discussed Mortuary Science program possibilities and barriers with Mr. Tijerina from Ceballos Funeral Home
- Attended Digital Learning Symposium at the MidValley Campus
- Participated in the Non-ADA Form meeting with HR and Deans
- Attended the Weslaco “Man of the Year” Banquet
- Reviewing and revising the Academic Affairs Risk Management Plan
- Met with OSI/Grants on NAH Nursing Grant (Hidalgo County)
- Met with Ms. Veronica Rodriguez, Dr. Davis, and Region One regarding possible future collaboration on Region One’s Teacher Apprenticeship program
- Attended Board of Trustees SubCommittee Meetings and Board Meetings
- Working on revising the Handbook of Courses by Division
- Working on several new policies, EE, EGA, Dual Credit Policies, and others
- Finalizing on an accurate Overload list for Spring 2023 for the Internal Auditor
- Hosted the Innovation and Transformation meeting and Set Agenda
- Planning the next Innovation and Transformation meeting
- Reviewed Proposed Rules for HB8 funding from the THECB
- Met with Faculty Senate President, Daniel Montez, regarding two concerns

- Met with Council of Chairs President, Mr. Jason Rodriguez, to clarify process questions
- Reviewed Workforce Labor Market Data and began reviewing draft of Academic Labor Market Data analysis
- Working on the process of evidence gathering for SACSCOC standard on Faculty Credentials
- Met with Ms. Jaramillo regarding human resources issues for her area
- Met with Ms. Jaramillo regarding the Program Learning Outcomes system and the data correlations
- Met with Dr. Davis regarding upcoming events and hiring
- Worked on a draft process for the CBE approval process for Dr. Davis to flesh out
- Met with Dr. Davis regarding the Texas A&M Engineering Cohort and the PLA work that needs to be done
- Met with Ms. Galloso and Ms. Hirmas to discuss the staffing needs and priorities for the Teaching and Learning Center
- Worked on the STC/TSU taskforce for the potential satellite pharmacy school (Met separately with Dr. Garza to get her up to speed on the prior discussions)
- Met several times with Mr. Garcia and Dr. Margo regarding CATA finance structures
- Submitted COP reporting for the Academic Excellence Programs
- Working on the IE plan for Academic Excellence Programs
- Worked with Ms. Cavazos curriculum issues, such as the upcoming OSA proposals and forming a subcommittee to review OSAs and ICLCs
- Met with Ms. Cavazos regarding HB8 proposed rules
- Worked with HR on the Greater College Survey design and implementation
- Participated in the Generative AI taskforce
- Reviewed ongoing training opportunities for PowerApps and took a PowerApp online training
- Met with Ms. Perales regarding Starfish and the creation of a Virtual GPS Kiosk
- Worked to finalize the lease for the Mission CEED Contract
- Worked with stakeholders on the Mission CEED offerings and marketing materials
- Chaired and conducted interview for the NAH Initiatives Manager position and finalized the hiring packet
- Reviewed Job Descriptions for future reclassifications
- Reviewed NAH NOEs for consistent and accurate calculations
- Finalized all second interviews for Coordinator of Transfer Center and worked with Dr. Davis and HR to finalize the search
- Presented at the "Become a Dual Credit Faculty" workshop on credentialing
- Worked with Dual Credit on issues regarding service area encroachment
- Met with PTK officers and sponsors to discuss their upcoming College Project
- Finalized the set up for an AVP Shared Drive for Dean Resources on Faculty Compliance
- Met with Dr. Sale regarding several issues pending for Digital Learning
- Participated in several meetings with Dr. Suarez and HR staff regarding policy issues and future search committees

JESSICA GALLOSO
ASSOCIATE DEAN – TEACHING & LEARNING CENTER

- Attended Institutional Leadership Council meeting, February 2
- Held Open Lab with Chairs meeting, February 6
- Attended Staff Council Unveiling Discussion, February 8
- Attended STC Dual Credit Programs NACEP 101 Information Session, February 8
- Attended College-Wide Professional Development, February 9
- Attended OPEC Bi-Weekly meeting, February 12
- Held Manager Mentoring meeting, February 14
- Attended and assisted with 2024 Summit Dual Credit Programs, February 18-20
- Attended GAI Task Force meeting, February 23
- Attended OPEC Bi-Weekly meeting, February 26
- Held Job Description Review Internal meeting, February 26
- Attended Teaching and Learning Center Staffing Discussion, February 26
- Attended STC Tech Support Committee meeting, February 28

ACADEMIES AND TRAININGS:

- Ambassadors Cross-Training Academy, Session 1, February 15
- FOCUS Academy, Session 2, February 16
- Ambassadors Cross-Training Academy, Session 2, February 22
- FOCUS Academy, Session 3, February 23
- Ambassadors Cross-Training Academy, Session 3, February 29

PROGRAMS IN DEVELOPMENT:

- Attended Data Summit Planning, February 1
- Held Data Summit Planning meeting, February 5
- Held DLA Planning meeting, February 7
- Held Evaluation of TLC Structures, February 9
- Held ACTA Planning meeting, February 13
- Worked on IE Plan, February 13

CHRISTINA CAVAZOS
DIRECTOR – CURRICULUM

DIRECTOR'S REPORT:

- Attended the Institutional Leadership Council Meeting, February 2
- Attended and presented at Council of Chairs on the progress made by the Micro-credentials Development & Reporting taskforce, February 6
- Conducted chair evaluation training for curriculum staff, February 7
- Met with the Vice Provost for Curriculum & Institutional Assessment from UTRGV to discuss the Education field of study directed electives and the impact on STC's curriculum, February 8
- Facilitated the Micro-credentials Development & Reporting taskforce meeting where an update was provided regarding new proposed rules for fundable micro-credentials and discussion regarding the approval process took place, February 8
- Met with the Applications Manager from IT to discuss the updated specifications for the intake form project to be used for micro-credentials requests, February 12
- Attended the Innovation & Transformation Meeting and presented an update on the Community College Finance rules pertaining to fundable credentials and outcomes, February 12
- Attended the Banner User Group meeting, February 13
- Met with the Program Chair for Emergency Medical Services to discuss the offering of the EMT-Basic certificate in hybrid modality and the next steps to take for compliance, February 13
- Attended the Perkins CLNA Workshop pertaining to programs of study, February 16
- Attended the "ChatGPT in the Classroom: Embracing AI for Enhanced Teaching & Learning" webinar through the Go2Knowledge platform, February 7
- Attended the Business Office Training Technology Workshop, February 15
- Met with the HRIS Officer to discuss the Workday Period Activity Pay process and how it differs from the current Faculty Load and Compensation process, February 22
- Met with the faculty and department chair for the Operations Management department to discuss a new baccalaureate course offering and provided guidance on the process of approval from the Texas Higher Education Coordinating Board, February 22
- Met with the Curriculum & Scheduling Coordinator to discuss the outline for the draft procedures for Micro-credentials Development & Reporting as part of the taskforce responsibilities, February 22
- Facilitated the AY25-26 Academic Calendar Committee and provide clarification and responses to questions on the draft calendar, February 23
- Met with the Director of Admissions to discuss the status of the Workday implementation and discussed potential barriers based on feedback from peer colleges, February 26
- Attended the Data Management & Integrity Committee meeting, February 28
- Met with the IT applications team to clarify specifications for the Fundable Micro-credentials intake form/database, February 29

- Reviewed the proposed rules from THECB in the January 26th Texas Register to communicate with impacted departments.
- Worked on updating and finalizing content for the AY24-25 catalog pages in preparation for the publishing process.
- Developed the AY25-26 Academic Calendar draft and materials in preparation for committee review taking place at the end of February.
- Worked on a presentation for the Micro-credentials Development & Reporting taskforce to provide an update on THECB proposed rules.
- Assisted the Director of Academic & Career Technical Pathways with troubleshooting the Degree Works requirements for the Dual Credit Engineering Academy students.
- Worked on a labor market report request from the Dean of Nursing & Allied Health to provide data pertaining to projected healthcare job demands in the Rio Grande Valley.
- Reviewed, updated, and finalized the labor market data report for academic programs and submitted to the AVP for Academic Success & Advancement.
- Worked on a presentation for the upcoming Innovation & Transformation Meeting.
- Worked on the SACSCOC narrative for 9.1 and 9.2 for the 5th Year Report.
- Produced and sent the Concourse Compliance Reports with data as of February 14th, and compliance percentages were as follows: Syllabi (95.51%) and CV (97.32%).
- Worked on the HB 2223 audit report for Spring 2024 term.
- Worked on and submitted the AY25 Core Curriculum to THECB.
- Worked on the department budget planning for AY25; completed the budget development process in Jagnet.
- Worked on compiling the Funeral Science research brief consisting of labor market data credential demand at the request of the VPPAA.
- Reviewed and submitted the Student Traffic Report for Spring 2024 requested by the FAS division.
- Worked on a course analysis report for Continuing Education and the Center for Advanced Training and Apprenticeships to assist with the structure and setup in the student information system.
- Discussed Institutional Credentials Leading to Licensure or Certification (ICLC) with various departments including RAS and BPST.

YOLONDA JARAMILLO
DIRECTOR – LEARNING OUTCOMES
DIRECTOR'S REPORT:

- Participated in the Institutional Leadership Council (ILC) meeting, February 2
- Met with the Associate Dean of the Teaching and Learning Center to review the Data Summit questions, February 5
- Met with the Associate VP of Academic Success & Advancement to review and discuss departmental updates, February 5
- Met with Electrician's to update lighting options throughout the suite offices and conference rooms, February 5
- Participated in the STC Students Veterans of America (SVA) Inaugural Gathering, February 6
- Paneled discussion questions for the Open Lab with Chairs – Spring 2024 Data Summit Questions, February 6
- Met with the Program Chair of Business Administration for Data Summit preparation and assistance, February 7
- Met with the Program Chair of Automotive and Diesel Technology for Data Summit preparation and assistance, February 7
- Met with IT Application Analysts to provide an overview of JagPRIDE and aligned Argos reports, February 7
- Met with the Program Chair of Fire Science and Law Enforcement for Data Summit preparation and assistance, February 7
- Met with the BSN Program Chair to review 2023-2026 PLO Assessment Plan and fall 2023 data, February 8.
- Participated in the Servant Leadership Workshop, February 9
- Met with the TLC Instructional Coach to review the Data Summit and discuss updates to the DELTA training module, February 12
- Met with the ADN Program Chair to review 2023-2026 PLO Assessment Plan, fall 2023 data, and updates to template for ACEN Accreditation, February 12
- Participated in the Innovation and Transformation Meeting, February 12

- Facilitated the Suitable Taskforce Meeting providing an overview of the application and alignment to proposed competencies, February 13
- Met with the Suitable University Success Specialists to review project status, future projects, and update on competencies, January February 13
- Met with a Computer Science faculty member to review and discuss 2023-2026 PLO Assessment Plan revisions, February 14
- Participated in the Suitable February 2024 Partner Roundtable, February 14
- Met with the Applications Development Manager discuss Suitable updates and JagPRIDE timeline for updates, February 14
- Participated in Business Office Training Technology Workshop, February 15
- Met with the EMS Program Chair to review 2023-2026 PLO Assessment Plan, fall 2023 data, and template updates, February 15
- Met with the IEA Director to discuss the COP, IE Plan, and SACSCOC Summer Institute tracks and schedule, February 19
- Met with the Medical Assistant Technology Coordinator to review 2023-2026 PLO Assessment Plans, align PLOs for improved JagPRIDE navigation, and plan March in person department workshop, February 20
- Met with an IT Application Analyst to troubleshoot JagPRIDE Argos audit report revisions, February 21
- Met with the HR Program Chair to review 2023-2026 PLO Assessment Plan, fall 2023 data, template updates, and align PLOs for improved JagPRIDE navigation February 21
- Met with the Associate VP of Academic Success & Advancement to review and discuss departmental updates, February 22
- Met with the Applications Development Manager discuss JagPRIDE mapping concerns, February 23
- Met with the TLC Instructional Coach to review proposed updates to the DELTA curriculum, February 26
- Met with the Occupational Therapy Program Chair to review 2023-2026 PLO Assessment Plan, JagPRIDE WECM alignment, and spreadsheet to summarize all courses by term, February 26
- Facilitated the Suitable Taskforce Meeting. The competencies were approved and recommendations for sample behaviors for Social Responsibility and Empirical and Quantitative Skills were requested from Faculty Senate Senators, constituents, and department faculty, February 27
- Met with the Suitable University Success Specialists to review project status, future projects, and update on competencies and Suitable Taskforce, January February 27
- Met with an IT Application Analyst to troubleshoot JagPRIDE Argos audit report revisions, February 27
- Participated and presented Suitable Taskforce updates at the Faculty Senate Meeting, February 27

GRANT & PROJECTS:

- 2020-2023 PLO Assessment Plans/Curriculum Maps/PLO Summaries: Updated Targeted Improvement Plans, revised PLO Summary dashboard to provide program chairs and faculty a quick reference guide of pending revisions and deadlines for each program. Reviewed PLO Targeted Improvement Plan submissions to the PowerApp and followed up with program chairs. Provided program chairs and faculty assistance with Targeted Improvement Plans and SharePoint navigation.
- 2022-2023 Comprehensive Operational Plan – Completed the status report and shared with IEA and VPAA Office.
- 2023-2026 PLO Assessment Plan Revisions – Shared PLO Assessment Plan drafts for approval to programs and requested clarification on revisions submitted to the PowerApp. Met with program chairs and faculty to provide assistance with the revision process and provide an overview of the PLO Assessment Plans. Implemented a revision audit. Updated PLO Summary formatting, course alignment, reporting terms, due dates, SharePoint Access list, and Reference tab addition.
- 2024 Data Summit - Provided faculty and program chairs assistance preparing for the department Data Summit meetings (HEDs survey and labor market data). Updated access approvals and the PLO Summary pages listing all team members with access.
- 2024-2025 Catalog – Collaborated with Curriculum and Program Chairs to update PLO descriptions.
- Budget: Collaborated with Curriculum AA on expenditures pending requisitions/payments, encumbrances, potential technology expenses and summer conferences/travel.

- Concourse Learning Outcomes Update: Continued the review of Course Learning Outcome alignment in master syllabi. Collaborating with Program Chairs on inconsistencies. Updated Course Learning Outcome descriptions with ACGM/WECM alignment in the Curriculum Map.
- Department Handbook of Operations – Updated reference guides and file categories.
- Department Training: Provided team member with training PLO Data and SharePoint Navigation.
- IE Plan: Revised 2023-2025 plan for Core Objectives, Program Learning Outcomes, Course Learning Outcomes, Staff Support, and Suitable ePortfolio application.
- JagPRIDE Spring 2024 – Completed a full audit (course alignment, PLO description, CLO description, course mapping, mass activity inserts, and emulating faculty accounts) with revisions to all N5, N12, K1, and M5 session courses. Tested new description, mass activity inserts, and mapping approach for each of the courses. Realigned PLOs for programs using the same courses in multiple programs to streamline faculty navigation and data entry. Drafted potential application Argos audit to identify incomplete items and course alignment. Updated the announcement page. Shared reminders with program chairs for pending session data. Assisted faculty with application navigation and submitting data. Collaborated with IT to troubleshoot reporting and mapping issues. Shared calendar updates for email reminders and session data entry due dates.
- Learning Outcomes Committee – Updated spring and fall 2023 time and effort documentation.
- Suitable ePortfolio: Collaborated with Suitable University Success Specialists and spring 2023 pilot groups to discuss progress and troubleshoot issues. Researched options to embed an institutional reference guide within the application. Reviewed options for graduates to access the applications and receive notifications.
- Suitable Taskforce: Leading a Core and Focus teams to standardize the competencies, Comprehensive Learner Record (CLR), branding, badging, OSA & Industry Credential integration, logistics, and reporting efforts. The competencies were approved and pending recommendations for Social Responsibility and Empirical and Quantitative Skills sample behaviors. Provided example sample behaviors. Created a Microsoft Form to collect recommendations. The links were shared with Faculty Senate and members of the Suitable Taskforce.

REPORTS:

- Spring 2024 JagPRIDE Data Load Audit
- Spring 2024 JagPRIDE Mass Activity Audit
- Spring 2024 JagPRIDE Session Audit
  - Core Objectives: 0% complete (0 out of 177 participating faculty) 431 sections
  - Program Learning Outcomes: 1% complete (4 out of 435 participating faculty) 1,053 sections

SHANNON PERALES
STARFISH (EARLY ALERT SYSTEM)

MEETINGS:

- Institutional Leadership Committee, February 2
- EAB/STC CONNECTED Debriefing, February 2
- Workshop # 307470 & 307473 Starfish Faculty/Staff Training, February 6
- Workshop # 307526 & 307527 Starfish Faculty/Staff Training, February 7
- Starfish Weekly IT Meeting, February 8
- Workshop # 307550 Starfish Faculty/Staff Training, February 8

- Workshop # 305003 STC Dual Credit Programs NACEP 101 Information Session, February 8
- Workshop # 309185 Teambuilding, February 9
- Muffins with Mom, Romulo Martinez Elementary, Sharyland ISD, February 9
- Institutional Planning and Effectiveness Committee, February 12
- Innovation & Transformation Meeting, February 12
- Starfish & Professional Advising Handoff Discussion, February 13
- Find Your Future Transfer Summit Committee Discussion, February 13
- Community College Baccalaureate Association Conference, Savannah, GA, February 14-16
- Starfish Attribute Meeting, February 19
- Blackboard & Starfish Integration Meeting, February 19
- Workshop # 3100 & 310511 Starfish Faculty/Staff Training, February 20
- GPS/SSS Monthly Meeting & Training, February 20

- DHSI Year 3: Formative Report Meeting with External Evaluator, February 21
- Interdisciplinary Studies Student Advising Initiative, February 21
- WE CAN, Cancer Support Group Meeting, February 22
- Institutional Planning & Effectiveness Committee, February 26

PROJECTS:

- Starfish Virtual Kiosk development, integration, and implementation. The services tab within Starfish allows for the Virtual Kiosk allowing students to establishing contact with individuals or schedule appointments. The kiosk provides on option to students not sure how to reach individuals or schedule meeting times with support staff. The design will provide QR code access to the student information about services or communicate directly with individuals. The kiosk will be continuously monitored by the Starfish Office and provide connections for students and support staff.
- Update services portfolio for My Success Network within the Starfish system. The service tabs provide contact information, appointment scheduling, and note hours of service available to students. Link verification and appropriate contact information for support staff will be reviewed and updated. Roles within the system are updating.
- Progress Survey's creation, development, and implementation for the Spring 2024 semester. The deployment and review of courses, faculty, and support staff follow-up to keep students aware of course progression and additional resources. Tutoring referral verifications and additions to the system were established for faculty to provide out of classroom assistance.
- Event planning, semester organizing, and review of DHSI required tasks to meet the grand requirements.

Management of Starfish Flags:	
Type:	**Number of students:**
Tracking: (Attendance Concern, Participation, No shows)	1952
Flags Addressed:	14282
To-Do's:	37
Referrals: (Tutoring)	1074
Kudo's: (Paws up Jaguar)	0
Notes:	29059
Total Number:	**46404**
Advising/GPS Activities:	
Type of Service:	**Number of students:**
Advising-Degree Audits:	185
Course Substitutions:	1
Email/Phone:	598
Financial Aid Addendums:	1
Graduation-Degree Audits:	123
INDS Holds:	0
Remediation	0
Registration:	114

Schedule Changes/Cancellations:	108
Total Number:	**1130**
Starfish Events	
Appointments Created	3846
Flags Raised	37718
Starfish Notes	79207
Dual Credit Referral	1258
Flags Cleared	15711
Total Number:	**137740**

DR. KELLI DAVIS
DIRECTOR – TRANSFER & EDUCATIONAL ADVANCEMENT CENTER

- Held our semiannual college fair on Pecan Campus, February 5
- Held our semiannual college fair on Mid-Valley Campus, February 6
- Met with representatives from the Social Work Program at Our Lady of the Lake University, February 6
- Met with representatives from the South Texas College – Texas A&M University Engineering Academy, February 6
- Held our semiannual college fair on the Starr County Campus, February 7
- Met with Dr. Laura Saenz from UTRGV about the new Associate of Arts in Teaching Field of Study, February 8
- Attended the IPEC Bi-weekly meeting, February 12
- Attended the Innovation and Transformation Meeting, February 12
- Met with Public Relations and Marketing about the recruiting efforts for the South Texas College – Texas A&M University Engineering Academy, February 13
- Attended the webinar, "Building a Talent Strong Texas through Competency-Based Education," February 13
- Attended the Transfer Summit planning meeting, February 13
- Participated in the NACADA Advising Transfer Students Steering Committee Meeting, February 14
- Attended the workshop, "Business Office Training Technology" workshop, February 15
- Met with representatives from Kentucky State University about a potential agreement, February 15
- Attended the National Institute for the Study of Transfer Students Annual Conference, February 20 – 23
- Presented a poster on the STC2UTRGV Collaborative effort at the National Institute for the Study of Transfer Students Annual Conference, February 21
- Attended the Advising Interdisciplinary Studies Students meeting, February 21
- Presented to bachelor program students on master's degree options, February 22
- Attended the Western Governor's University Conference Reception, February 22
- Participated in the Oversight and Coordination Committee meeting for the South Texas College - Texas A&M University Engineering Academy, February 26
- Participated in the South Texas College – Texas A&M University Engineering Academy Information Session on the Mid-Valley Campus, February 29

- **Agreements in Progress**:
    - Texas A&M International University
    - University of Texas at Arlington RN-to-BSN program
    - Texas Southern University College of Pharmacy
    - University of Houston - Victoria
    - Southern New Hampshire University
    - Lamar University Program Articulations
    - University of the Incarnate Word Feik College of Pharmacy
    - Texas A&M University at San Antonio
    - TAMUK BAAS (STC Fire Science to BAAS)
    - Community College of the Air Force

- TAMU Biomedical Sciences
- TAMU Engineering
- University of Arizona Global Campus
- Texas State Technical College
- Luna Community College

- **Upcoming Events:**
  - Signing Ceremony with Texas A&M University – Corpus Christi, TBD
  - Signing Ceremony with Texas Women's University, TBD
  - Transfer Summit, April 22, 2024

ACADEMIC EXCELLENCE PROGRAMS

PHI THETA KAPPA:

- **Recruitment** – Sent recruitment email to students that qualified and are eligible to join the society. Answered emails and phone calls from students interested in joining Phi Theta Kappa. Met with students that had questions and were interested in Phi theta Kappa
- **Meetings** –
  - Held the PTK February General Meeting via Teams at 6:00pm, February 29
  - Held student officer team meeting to discuss College Project and Chapter plans via Teams at 7:00pm, February 14
  - Held PTK College Project proposal meeting with student officers and Associate Vice President for Academic Success and Advancement, February 8
- **Projects-**
  - Presented the College project proposal and was accepted by Associate VP of Academic Success and Advancement as the official project.
  - College Project- Help host a panel and present a poster with research from our previous Honors in Action Project for the Emerging Scientist Symposium being held on April 18
  - Started preparations for symposium panel and poster.
- **Scholarships** – Met with students that had questions about PTK transfer scholarships and the PTK Connect program.
- **Administrative** – Started working on travel arrangements for upcoming trip to PTK Texas Regional Convention in Corpus Christi, TX. Requested data from RAS to start recruitment process. Created and sent out PTK recruitment announcement on Starfish.

HONORS PROGRAM:

- **Recruitment-** Met with students that had questions and were interested in the Honors program.
- **Retention-** Assisted students and faculty that were having issues with Blackboard shells. Reached out to Honors students to gauge progress on their Honors courses.
- **Administrative-** Worked with curriculum and admissions to create the honors sections and register the student to the new section. Contacted Honors faculty to request Honors syllabus and MOUs for their honors section. Contacted Honors students to request student contract for their Honors section. Created and sent out Honors Faculty College service hours certificates. Gathered data on Honors courses taught for faculty that had requested it. Academic Excellence Programs Assistant started the Faculty Advising Certification Training.

DR. REBECCA DE LEON
ASSOCIATE VICE PRESIDENT FOR DUAL CREDIT PROGRAMS & SCHOOL DISTRICT PARTNERSHIPS

- Dual Credit Programs Leadership held the NACEP Reaccreditation Taskforce Meeting with College-wide Representatives, February 1
- AVP and Director of Academies & Career Technical Pathways attended the Roma Early College Academy 2nd Cohort Ceremony, February 2
- AVP along with Associate Dean met with Monte Alto ISD Executive Leadership to review to discuss the program offerings and CTE expansion, February 5
- AVP and President met with McAllen ISD Executive Leadership on the Dual Credit Programs Partnership, February 5
- AVP attended the Region One Tri-Agency Regional Convening Quarterly Meeting, February 8

- Dual Credit Programs hosted NACEP 101 with over 60 Chairs and Support Staff to prepare for the NACEP Reaccreditation Process, February 8
- AVP participated in the IDRA and Region One ESC Early College High School Convening, February 15
- Dual Credit Leadership held the Dual Credit Advisory Academic and CTE Meetings with district representatives from 21 partnering school districts to provide the latest updates and needs of the Program, February 15.
- South Texas College Dual Credit Programs in collaboration with NACEP hosted the 3rd Annual Summit for Dual Credit Programs with 270 attendees from 32 states, 19 school districts, 70 higher education institutions, and 4 State/National entities, February 18-20
- Dual Credit Programs hosted a Deep Dive Counselor Training at Mercedes ISD, February 26
- AVP along with Associate Dean met with McAllen ISD Leadership to review program offerings and CTE expansion, February 29

ANTONIO DE LA CRUZ

ASSOCIATE DEAN FOR DUAL CREDIT PROGRAMS AND SCHOOL DISTRICT PARTNERSHIPS

- Met with Pearson publisher to discuss textbook and access code cost reduction options. The publisher will provide a list with reduced costs, February 1
- Met with Fire Science team to finalize costing model for Mission. this model will be used for other CTE level programs as part of recruitment, February 1
- Associate Dean and VP Dual Enrollment met with Monte Alto administrators to discuss dual credit status and options, February 5
- Associate Dean and Director of Scheduling met with Dual Enroll team to discuss pilot and live enrollment plan. Plan will be shared with internal team for preparation, February 8
- Met with PSJA/Region 1 to discuss initial plan to host recovery level students that have dropped out, February 12
- The DCAP team presented at the Spring Dual Credit Advisory meeting, February 15
- Participated in Interdisciplinary Studies advising initiative meeting, February 21
- Participated in Palmview PTECH & Gear Up Apprenticeship meeting. Objective is to provide options for the PTECH program students.

LEONARDO CASTANEDA

DIRECTOR - ACADEMIES AND CAREER TECHNICAL PROJECTS:

- Staff coordinated CTE Program Fairs by collaborating with the Division of Nursing & Allied Health, Division of Business, Public Safety & Technology, and Division of Math, Science, & Information Technology at Mid Valley and Starr Campus. An estimated 480 students attended the events, which were held on February 22 & February 26.

Date	STC Campus	ISD / School Name	Total
February 22	Starr County Campus	Roma ISD – Roma High School	40
February 26	Mid Valley Campus	Donna ISD – Donna North High School	68
February 26	Mid Valley Campus	Donna ISD – Donna High School	100
February 26	Mid Valley Campus	Mercedes ISD – Chacon Middle School	50
February 26	Mid Valley Campus	Progreso ISD – Progreso High School	72
February 26	Mid Valley Campus	Mercedes ISD – Mercedes High School	75
February 26	Mid Valley Campus	Mercedes ISD – Harrel Middle School	75

- Staff attended the Dual Credit Programs Meeting at Juan Diego Academy to provide an overview of dual credit, February 6
- Staff conducted presentation of Academies & Career Technical Pathway at Education and Workforce Development Committee (EWDC) Meeting, February 13
- Staff attended and presented at the Dual Credit Advisory Committee Meeting, February 15
- Staff presented at the Summit for Dual Credit Programs Post Conference to provide an overview of the Academy Programs and Career Technical Pathways to attendees, February 20
- Staff attended the McAllen ISD Parent Symposium and provided Dual Enrollment Academy Program's information to parents/students in attendance, February 22
- Staff attended a meeting with Our Lady of the Lake University (OLLU) to provide an overview of the Dual Enrollment Academy Programs and potential for an agreement in the future, February 22
- Staff attended and presented at the McAllen ISD Parent Symposium, February 22
- Staff attended and presented at the Mercedes ISD STC Dual Credit Programs Deep Dive Counselor Training, February 26
- Staff are conducting outreach to provide Dual Enrollment Academy Program information sessions. The sessions serve as group advisement for students to learn about one of four dual credit options available to them at South Texas College. Staff conducted the following Recruitment presentation/Application Drives and presented to a total of two hundred forty-eight (248) students throughout the month of February:

Date	High School	Attendance
February 8	Mission High School	20
February 8	The Science Academy of South Texas	80
February 13	McAllen High School	18
February 13	Mercedes High School	10
February 15	Palmview High School	28
February 16	Economedes High School	50
February 16	Donna North High School	30
February 23	McAllen High School	12

- Staff conducted thirty-two (32) case management sessions with Dual Enrollment Academy Program students:

Campus	Case Management Sessions
Pecan Campus	14
Mid Valley Campus	18
Total	32

- Staff hosted Friday Workshops for Dual Enrollment Academy Students on February 2:
    - Pecan Campus: Eleven (11) Dual Enrollment Engineering Academy (DEEA) Juniors attended a Workshop hosted by Engineering Department Faculty. Starr County Campus: Eight (8) DEMSA Juniors attended the Student Leadership Academy hosted by the Student Activities Department.
- Staff hosted Friday Workshops for Dual Enrollment Academy Students on February 16:

- All STC Campus: Thirty-two (59) Seniors attended a College 101 Workshop hosted by Department Staff, which provided an overview of the graduation timeline & requirements, Senior STEM Educational Field Trip, and university transfer, Stress Management, etc. (46). Fifty-eight (58) Juniors attended the Student Leadership Academy hosted by the Student Activities Department.
- Starr County Campus: Eight (8) DEMSA Juniors attended the Student Leadership Academy hosted by the Student Activities Department.

- Staff provided twenty (20) Mission CISD SCADE (School to Career Academy in Dual Enrollment) Welding Students, from Mission High School and Veterans Memorial High School, a presentation to prospective Structural Welding Certificate Graduates to provide them information college level resources and support for graduation.
- Staff attended the STC Dual Credit Programs & Mission CISD Meeting for the development of a dual credit offering of the Fire Science Academy Program, February 16.
- Staff attended the Region One CTE Directors/Leaders Network Meeting and presented important Dual Credit Program updates and reminders. Staff presented on the CTE Program Highlight of the Month, which focused on the showcasing the Architectural & Engineering Design Technology Program that gave the opportunity for a department faculty the opportunity to provide an informational presentation, February 29.
- Staff completed four hundred fifty-seven (457) CTE Degree Audits throughout February.

DUAL CREDIT ACADEMIC PATHWAYS:

School	Count	Type of Support
Vanguard	215	Advising
Edinburg Robert Vela	75	Advising
Valley View	45	Advising
Edinburg North	125	Advising
Hidalgo	70	Advising
Edinburg Econ	69	Advising
Sharyland A3	95	Advising
Mission ECHS	75	Advising
Vanguard Beethoven	87	Advising

ALEJANDRA CANTU

DIRECTOR - DUAL CREDIT SCHEDULING AND COMPLIANCE:

- Enrollment Staff organized the following Apply Texas Drive Events:

Date	School	Activity	Count
February 06	PSJA Memorial ECHS	Apply Texas Drive	45
February 08	Roma High School	Apply Texas Drive	24
February 08	The Science Academy of South Texas	Apply Texas Drive	76
February 19	Donna North High School	Apply Texas Drive	63
February 20	Donna North High School	Apply Texas Drive	25
February 22	South Texas High School for Health Professions	Apply Texas Drive	53

February 27	La Joya High School	Apply Texas Drive	6
February 28	PSJA Collegiate high school program*	Apply Texas Drive	25

- Enrollment Staff held and participated in the following events:

Date	School	Activity	Count
February 02	Weslaco CTE Joe Calvillo Center	Parent/Community	150
February 02	La Joya High ECHS	Double Up	81
February 08	Edinburg High School	Student Information	25
February 08	Edinburg High School	Parent/Community	10
February 08	Vanguard Academy Rembrandt (ECHS Provisional Designation)	Parent/Community	15
February 13	La Joya High ECHS	Enrollment Update Meeting	6
February 15	Robert Vela ECHS	Pathways Presentation	44
February 16	PSJA High ECHS	Enrollment Update Meeting	12
February 16	South Texas ISD Virtual Academy	Leadership Meeting	6
February 19	Mission Collegiate ECHS	Enrollment Update Meeting	5
February 19	La Joya High School	Enrollment Update Meeting	8
February 20	Valley View High School	Enrollment Update Meeting	7
February 21	Vanguard Academy Rembrandt (ECHS Provisional Designation)	Enrollment Update Meeting	11
February 22	Mission High School	Enrollment Update Meeting	4
February 22	PSJA Thomas Jefferson T-STEM ECHS	Enrollment Update Meeting	4
February 22	Achieve ECHS	Timeline Meeting	3
February 22	La Joya AHSP - STEM (Academy of Health Science Professions)	Enrollment Update Meeting	5
February 22	McAllen High School	Parent/Community	5
February 22	La Joya High School	Student Information	50
February 23	La Joya High School	Student Information	25
February 26	McAllen High School	Timeline Meeting	1

February 26	McAllen High School	Enrollment Update Meeting	3
February 26	Mercedes High School	Enrollment Update Meeting	12
February 26	Rio Grande City High School	Enrollment Update Meeting	7
February 27	Edcouch Elsa Early College High School	Enrollment Update Meeting	8
February 27	PSJA Elvis J. Ballew ECHS	Timeline Meeting	2
February 27	Nikki Rowe High School	Timeline Meeting	1
February 27	ISD Partners	Timeline Meeting	5
February 27	PSJA North ECHS	CCMR	
February 28	PSJA High ECHS	CCMR	
February 29	Nikki Rowe High School	Enrollment Update Meeting	
February 29	PSJA High ECHS	Pathways Presentation	30
February 29	Juarez-Lincoln High School	Enrollment Update Meeting	
February 29	Mercedes High School	Pathways Presentation	22
February 29	Mercedes High School	Pathways Presentation	21

- Enrollment Staff organized the following February Events:

Event	Number of Events	Number of Attendees
Apply Texas	8	317
Double Up	1	81
Informational Presentations	7	280
ISD Meetings	23	158
Pathways Presentations	4	117

- The Dual Credit Scheduling team uploaded dual schedules for both summer and fall 2024 into the Dual Credit Portal.
- The Dual Credit Scheduling team opened the Dual Credit Portal for summer and fall requests.
- The Dual Credit Scheduling team rolled over the course exceptions from the previous terms.
- Director of Dual Credit Scheduling and Enrollment met with Juan Diego Academy to discuss future course offerings and scheduling options for the upcoming fall 2024. February 6
- Director of Dual Credit Scheduling and Enrollment met with the Academies Department Coordinators to finalize the summer 2024 schedules. February 7
- Director of Dual Credit Scheduling and Enrollment presented to the Dual Credit Advisory Committee in both the Academic and CTE sessions, which scheduling, and enrollment timelines were also discussed. February 15
- Director of Dual Credit Scheduling and Enrollment presented at the NACEP Summit for Dual Credit Programs held at South Padre Island. February 20
- Director of Dual Credit Scheduling and Enrollment Services met with DualEnroll representative to discuss scheduling modalities for upcoming pilot. February 22
- Director of Dual Credit Scheduling and Enrollment Services presented at the Mercedes ISD Dual Credit Training on scheduling processes and Dual Credit Portal usage. February 26
- Scheduling staff are currently processing requests from department program chairs for the upcoming summer and fall 2024 schedule.

- Director of Dual Credit Scheduling and Enrollment met with the following partnering ISD High Schools to discuss scheduling and enrollment timeline and processes for the upcoming fall 2024:

Date	School	Location
February 13	La Joya ECHS	Teams
February 16	PSJA High School	In-person
February 21	Vanguard Academy	In-person
February 21	PSJA Thomas Jefferson T-STEM	Teams
February 26	Rio Grande/Grulla ISD	In-Person

SARA LOZANO
DIVISION DEAN – BUSINESS, PUBLIC SAFETY, AND TECHNOLOGY
DIVISION DEAN'S REPORT:

- Attended VIDA Ribbon Cutting at the Nursing and Allied Health Campus on Thursday, February 1
- Perkins CLNA Workshop on Thursday, February 1
- Institutional Leadership Council meeting on Friday, February 2
- BPST Division Leadership meeting on Monday, February 5
- Degree Reclamation Committee Meeting on Wednesday, February 7
- Workforce Education Stakeholder Workgroup Meeting in Austin, Texas on Friday, February 9

- IPEC Bi-Weekly committee meeting on Monday, February 12
- Innovation and Transformation Meeting on Monday, February 12
- Award Kickoff Meeting for TRUE Grant on Tuesday, February 13
- Chair Evaluation sub-committee meeting on Tuesday, February 13
- BPST Budget Planning Meeting on Wednesday, February 14

- Technology Campus Welding Lab Expansion Construction Meeting on Wednesday, February 14
- Buenas Tardes lunch at Mission Event Center on Thursday, February 15
- Perkins CLNA Workshop 2 on Friday, February 16
- National Summit for Dual Credit Programs Sunday, February 18 – Tuesday, February 20
- Chair Evaluation sub-committee meeting on Thursday, February 22
- Workforce Education Stakeholder Workgroup meeting virtually on Friday, February 23
- IPEC Bi-Weekly committee meeting on Monday, February 26
- CCTX SharePoint Office Hour on Monday, February 26
- Coordinated Operations Council meeting on Thursday, February 29

DEPARTMENT/PROGRAM REPORTS:

Compliance and Accreditation Liaison

Major Meetings:

- Dual Credit Programs NACEP Reaccreditation Taskforce Meeting, February 1
- Institutional Leadership Council (ILC), February 2
- BPST Division Leadership Meeting, February 5
- Capital Improvement Plan Meeting with BPST Dean, February 6

- Monthly Meeting with BPST Dean, February 7
- Starr County Expansion Projects Meeting, February 7 & 21
- Microcredentials Development & Reporting Taskforce, February 8
- AEDT Data Summit, February 9
- DBT Data Summit, February 9
- Suitable Taskforce, February 13 & 27
- BPST Budget Planning Meeting, February 14
- Technology Campus Welding Expansion Project Meeting, February 14 & 28
- Mid Valley Expansion Projects Meeting, February 28
- BPST/Technology Campus Budget Review, February 29
- Coordinated Operations Council (COC), February 29

Major Activities:

- Coordinated with BPST Chairs to collect pending documentation for Fall 2023 advisory committee meetings, February 1-29
- Coordinated with Cosmetology Chair, FPC, ET, Security, PR, and Owner regarding furniture, equipment, signage, and cameras for the new Cosmetology Center at Shah Eye Center, February 1-29
- Developed Capital Improvement plans and Space Modifications for Starr County Electrical Program and Student Activities area at Technology Campus, February 1-29
- Meetings with BPST chairs to review accreditations and certifications, February 6
- Architectural and Engineering Design Technology Program Tour with Duncan Architects and Raba Kistner, February 6
- Coordinated with PR filming of various BPST technology for Workforce Summit, February 13
- Visited Shah Eye Center/Cosmetology Center to coordinate security camera locations, February 19
- Visited Shah Eye Center/Cosmetology Center to coordinate signage and verify facility progress, January 12
- Attended Starr Dual Credit CTE Event, February 22
- Budget planning with Cosmetology program, February 27

Grant Activity:

- Perkins CLNA Workshops, February 1, 16 & 23
- Meeting to discuss Building Construction Trades Grant and Foundational Skills for Construction Workers Grant, February 15, 21 & 27

External Visits (site/organizations):

- South Texas Manufacturers Association Meeting, February 20

BPST Project Manager

- BPST Division Leadership Meeting, February 5
- Firehouse Sub Grant Check-in, February 6
- BPST Monthly w/Dean, February 7
- Degree Reclamation Committee Meeting, February 7
- STC Dual Credit Programs NACEP 101 Information Session, February 8
- Award Kickoff Meeting for True Grant, February 13
- BPST Budget Planning Meeting, February 14
- True Grant Award Purchases Review, February 14
- Technology Campus Building B Review with Dean, February 15
- BPST Monthly Meeting, February 15
- Perkins CLNA Workshop 2: CTE Programs of Study, February 16
- Technology Campus Enrollment Center Space Modification update with College Connections, February 16
- AMT Advisory Committee Meeting, February 16
- CINCH Scholarship Criteria, February 19
- Review of We Can Budget External Amendment, February 19
- Toolkit Tagging Questions for Harlingen Cotton Company, February 20
- STMA Membership Meeting, February 20
- Firehouse Sub Grant Review, February 20
- Nassari-Warren Applicant Review, February 20

- Kenedy Scholarship Meeting with Financial Aid, February 21
- Review of AEDT Perkins equipment, February 21
- STCCC Site Manager Job Description Review, February 21
- BCT and Foundational Grant Meeting, February 21
- Review of RCPSE CIPs, February 22
- Review of Public Safety Programs Process, February 22
- Perkins CLNA Workshop 3: Employability, February 23
- RCPSE Briefing Meeting, February 26
- True Grant Logistics Meeting (IT-Data Drops), February 26
- Culinary Dinner Progress Check-In, February 26
- BCT & Foundational Check-In, February 26
- AEDT Scholarship Meeting, February 27
- Culinary Dinner Walk-Through, February 28
- BPST/Technology Campus Budget Review, February 29
- Governor's Merit Grant Meeting Overview, February 29
- Workforce Summit Equipment Review with AEDT, February 29

Emerging Technology Specialist

- VR Lab capturing Drone Footage at STARR for promotional videos, February 1
- VR Lab attends Lyford High School gear up event tour of Pharr Academy, February 8
- VR Lab attends Donna High School gear up law enforcement tour of Pharr Academy, February 15
- High School tour of welding program uses welding simulator, February 28

Advanced Manufacturing Technology

Major Events:

- Department participated in CLNA Workshops 1-3, February 1
- Attended Weslaco CTE Month Kick off Ceremony at Calvillo and networked with Weslaco CTE Administration, February 2
- Department participated in data Summit Workshop, February 9
- Attended the meeting Project Updates – Video, Flyer, Training, February 12
- True Grant Award Kickoff, February 13
- Participated in the San Ysidro Recruiting Event, February 15
- Hosted the AMT Advisory Committee Meeting, February 19
- Presented at the South Texas Manufacturer's Association (STMA) Meeting general overview over our AMT department, February 20
- Presented the AI Dog at the Boys & Girls Club Gala, February 24
- Participated in the Mid Valley Campus Dual Credit CTE Event, February 26
- Along with PR – Participated in the Name the AI Dog Contest, February 27
- Visited the Regal Rexnord Manufacturing facility with my students in the Manufacturing Materials and Processes class, February 29

Architectural & Engineering Design Technology

Major Meeting & Activities:

- BPST Division Leadership Meeting, February 5
- Coordinated meeting with Pay it Forward organization for community service project, February 5
- Flyer Creation for meeting and ACD2 Officer Club Meeting, February 5
- Library Art Exhibition Tour, February 5
- Architectural and Engineering Design Technology Program Tour, February 5
- STC Council of Chairs February Meeting, February 6
- Perkins Laptops Check-In, February 7
- AEDT Exhibit/ Graduation Planning meeting, February 8
- STC Dual Credit Programs NACEP 101 Information Session, February 8
- AEDT & SGT Data Summit 24, February 9

- Prosperity Task Force – Housing Committee Meeting (Border Issues), February 9
- Reviewed the features and benefits of AI tools “Claude” and “Copilot,” February 12
- AEDT PR event, February 13
- Webinar: Microlearning & Adobe Captivate: Bite-sized Wisdom for Modern Learners, February 13
- ACD2 Departmental Student Club Meeting, February 13
- BPST Budget Planning Meeting, February 14
- Pay it Forward 365, Video/Logo Meeting, February 14
- Border Issues of Texas staff meeting to discuss master plan proposals designed by students, February 14
- Updates on the Border Issues of Texas master planning project with faculty, February 15
- Virtual Reality Lab Tour to students, February 15
- JFF+STC CCTX Grant Activity for Apprenticeship: Meeting, February 15
- Dual credit instructor observation, February 15
- Perkins CLNA Workshop 2: CTE Programs of Study, February 16
- AEDT Department Meeting, February 16
- Reviewed and discussed emerging AI video technology with faculty, February 20
- AEDT Perkins Meeting, February 21
- Coordinated with AEDT faculty and staff on preparing for travel to the 2024 Annual Spring NISOD Conference in Austin, TX, February 21-23
- STC Chair Evaluation Sub-Committee Meeting, February 22
- CTE Program Fair, STC – Starr County Campus, February 22
- Invited AEDT faculty - demonstration on traditional modeling techniques, February 22
- Perkins CLNA Workshop 3: Employability, February 23
- AEDT Monthly Departmental Meeting, February 23
- CTE Program Fair, STC – Mid-Valley Campus, February 26
- AEDT Scholarship Meeting, February 27
- ACD2 Student Club Shirt Meeting, February 27
- Discussed Core Objectives assignment for academic courses w/faculty for Jag Pride, February 27
- Reviewed and discussed progress and updates on the Border Issues of Texas master planning project w/faculty and Border Issues of Texas staff, February 27-29
- Sharyland High School College Career Transition Fair February 28
- AIA-LRGV Golf Tournament Committee Meeting, February 28
- Region One CTE Directors/Leaders Meeting, February 29
- Workforce Summit Equipment Meeting, February 29
- Planning meeting for AEDT Exhibit/Graduation, February 29

Upcoming Travel, Meetings and Conferences:

- Innovation Exchange Technology Campus, March 1
- Region One Education Service Student by Student Technology Conference, March 1
- AEDT Open House Event, May 7
- AEDT Expo and Graduation Ceremony, April 24
- NISOD International Conference on Teaching and Leadership Excellence, May 25- 28
- Certified CERTIPORT Educator Conference, June 17-19
- Stratasys Additive Manufacturing Certification Program, July 9 – 12
- AT24 - Anthology together, July 15-17

Department/Student Recognitions:

- Diana Capetillo Bernal – AEDT Coop Student – Employer Recognition Email, February 4

Business Administration

- VITA Tax Services Began, although tax preparation services officially began on Jan 29th, our faculty participated in this partnership with United Way throughout the entire month - https://news.southtexascollege.edu/vita-tax-preparation-services-begin-at-stc/, February 1
- KRGV Interview, Instructor was interviewed for a television news story regarding our VITA Tax Preparation partnership with United Way, https://www.krgv.com/news/comunidad-vita-tax-prep-regresa-para-ayudar-a-la-comunidad-con-sus-declaraciones-de-impuestos, February 4
- Business Administration and Economics instructors presented at the Dual Credit Summit, February 20

Cosmetology

- Preparing the Cosmetology Center for TDLR inspection throughout the month of February by stocking up product in dispensary and storage areas, receiving required appliances and furniture, February 1
- Perkins CLNA Workshop, February 1
- BPST Division Leadership meeting, February 1
- New Faculty Instructor start date, February 5
- Meeting for Strongline contractor for fire control panel installation, February 5
- Meeting for Perkins workshop recap, February 5
- Meeting for Lab Specialist daily checklist, February 8
- Dual Credit Programs NACEP 101 Information Session, February 8
- Data Summit, February 9
- BPST Budget Planning, February 14
- Perkins CLNS Workshop 2: CTE Programs of Study, February 16
- Meeting at Shah with Dean, February 21
- Meeting for Perkins and Data, February 22
- Perkins CLNA Workshop 3 Employability, February 23
- Mid-Valley Dual Credit CTE Event, February 26
- Meeting for budget development, February 27
- Meeting at Shah Center with custodial and planning & facilities for upcoming inspection, February 27
- Meeting for new Cosmetology Center orientation, February 28
- Department meeting, February 28

Design and Building Technology (**Construction Supervision**, **Electrician Assistant and Heating**, **Ventilation**, **Air Conditioning** and **Refrigeration**)

Major Meetings:

- Met with STARR Campus administrators to discuss ELPT Program expansion, February 1
- Division Leadership meeting, February 5
- Open Lab for Chairs- Preparing for Spring 2024 Data Summit, February 6
- STC Dual Credit Programs NACEP 101 workshop, February 8
- CBE Program Overview with CBE and GPS Staff, February 12
- BPST Budget Planning meeting, February 14
- CBE meeting with DBT Program Coordinators and CBE staff, February 15
- Faculty meeting for Spring 2024 at STARR campus, February 19
- DBT chair and faculty participated in various trainings, webinars and workshops throughout the month

Grant Activity:

- Perkins CLNA Workshop 1, February 1
- Perkins Laptops meeting, February 7
- Meeting with Dean for potential grants, February 15
- CLNA Workshop 2, February 16
- Perkins CLNA Workshop 3, February 23
- BCT & Foundational grant meeting, February 27

Public Safety (Law Enforcement/Fire Science)

Major Activities:

- RCPSE Tour-Lyford High School GEAR Up, February 8-15
- RCPSE Tour La Joya Palmview High School Law Enforcement, February 29

Recruitment Activities:

- Border Patrol Orientation class – Guided Pathway Specialist (GPS) provided AAS-FS information, February 14
- Mercedes Fire Department – GPS provided AAS-FS information, February 19-21
- Border Patrol Orientation class – GPS provided AAS-LE information, February 28
- Police Academy instructor – Mid-Valley Campus Police Academy recruitment, February 7-28

Trainings attended:

- Fire Academy instructor and Guided Pathway Specialist (GPS) attended the Monte Alto High School College Fair, February 2

External Visits to schools, agencies, etc.

- Fire Academy instructor and Guided Pathway Specialist (GPS) attended the Monte Alto High School College Fair, February 2
- GPS attended Mid-Valley CTE Dual Credit Event, February 26
- GPS and Fire Academy instructor attended McAllen High School Junior College Fair, February 29

Meetings attended:

- Follow-Up Dual Credit, February 1
- Budget Meeting, February 12-19

Major Meetings:

- Division Leadership meeting, February 5
- Firehouse Subs Grant follow-up meeting, February 6
- Data Summit- Professional Development, February 9
- Department Chair, Compliance Specialists and PASS Program - Discussion on screening process, February 13
- Budget planning, February 14
- CLNA Workshop, February 16
- AXON VR Presentation, February 19
- Firehouse Subs Grant follow-up meeting, February 21
- Meeting with City of Edinburg Re: MOU CE Hours, February 21
- Department Chair/Compliance Specialists – Office of Student Re-Engagement – discussion on screening process, February 22
- CLNA Workshop, February 23
- Department Chair/Compliance Specialists – PASS Program – Discussion, on screening process, February 27
- Department Chair/Administrative Assistant – Dual Credit Programs NACEP 101 Information Session, February 29

Event/Accomplishments:

- Pharr PD pinning ceremony for former cadet from 32nd Police Academy, February 2
- San Antonio ISD PD recruiting efforts with Police Academy, February 22
- Dallas PD recruiting efforts with Police Academy, February 28
- San Juan PD pinning ceremony for 3 former cadets from 32nd Police Academy, February 29
- 4 Interviews conducted for FT/PT Police Academy, February
- 7 Interviews conducted for Corrections Academy, February
- 5 Agilities passed for Police, February
- 4 Fire applicants ready for registration, February

Upcoming Events:

- Public Safety & First Responder Expo – RCPSE, April 26
- 33rd Fire Academy Completion Ceremony – RCPSE, May 3
- 33rd Police Academy Completion Ceremony – Student Union, Pecan Campus, June 20

Welding

- South Texas College Tour with live demonstration, February 15
- Welding Competition for Skills USA, February 16

- Faculty Hand Made Project & Donation for event, February 20
- South Texas College Career Fair at Starr County, February 22
- Career Fair at Mid Valley Campus, February 26
- Technology Campus Welding Tour, February 28

ROBERT VELA, SITE ADMINISTRATOR

REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE (RCPSE)

Major Meetings:

- Interviewed by Telemundo regarding Public Safety Programs, February 1
- Attended Institutional Leadership Council (ILC) Meeting, February 2
- Attended Business Public Safety and Technology (BPST) Division Leadership Meeting, February 5
- Meet to discuss Capital Improvement Projects (CIPs) submission for FY 2025 with Dean Lozano and Project Manager Monica Benitez, February 6
- Recruiting effort and walk-through follow -up at Mid Valley Campus for future Police Academy Program in July, February 7
- Attended Workshops on Engaging Web Apps and Starfish Training, February 8
- Attended RCPSE Staff Development Meeting, February 9
- Attended BPST Budget Planning Meeting, February 14
- Attended Two-Story Residential Fire Training Structure-Bi-Weekly Construction Progress Meeting, February 14
- Attended Workshop administered by Business Office on Budget Development, February 15
- Meet with Edinburg Asst. City Manager and Fire Chief regarding Memorandum of Understanding for Fire Related Trainings, February 21
- Attended Follow-up Meeting to discuss potential Capital Improvement Projects for RCPSE FY 2025, February 22
- Conducted Walkthrough of RCPSE Skills Pad and Emergency Vehicle Operations Course (EVOC) lighting with Facilities and Planning for substantial completion, February 22
- Met to discuss Firehouse Sub Grant Follow-up, February 6-21
- Attended Two-Story Residential Fire Training Structure-Bi-Weekly Construction Progress Meeting, February 28
- Met with STC Safety Rolando Reyes to view cabinets storing hazardous material products on site, February 29
- Attended Coordinated Operations Council (COC) Meeting, February 29
- Met with Texas Alcohol Beverage Commission Agents in regards to possible training at the RCPSE, February 29
- Spoke with United States Border Patrol Rio Grande Valley Training Department representatives regarding possible training at RCPSE, February 29

Events/Accomplishments:

- Legislative Update Course, February 1
- Finding Wellness Course, February 1
- Pharr PD-PSJA Badge the Youth, February 5
- Texas Crime Information Center (TCIC) Full Access Course, February 5-8
- TCIC Full Access Course, February 5-7
- TEEX Crisis Management Affecting Institutions Course, February 6-8
- Elsa Fire Department Forcible Entry Training, February 7
- Lyford High School GEAR UP Tour, February 8
- TCOLE Basic Instructor Course, February 12-16
- Basic Patrol Bicycle Course, February 12-16
- Axon Roadshow, February 14
- Texas Attorney General's Office Medicare Fraud training, February 14

- Donna High School Gear Up Tour, February 15
- Background Investigations Course, February 15-16
- RCPSE Student Engagement Activity February 20
- FLETC Leadership for Women in Law Enforcement, February 26
- Ending at Fault Law Enforcement Crashes Course, February 27
- Palmview High School RCPSE Tour, February 29

Upcoming RCPSE January Events:

- Intoxilyzer Operator Course, March 4-6
- DPS Training-Criminal Interdiction, March 5
- College Advising Training Program Tour, March 6
- Adult Mental Heal First Aid Course, March 7
- Self-Contained Breathing Apparatus (Pharr FD Inservice), March 7
- TEEX ICS 300/400 Course, March 18-22
- Crime Scene Investigation and Reconstruction, March 19-21
- Forcible Entry Training (Pharr FD Inservice), March 21
- Insurance Fraud Course, March 26
- PSJA Badge the Youth Program, March 27
- Valley View High School Tour, March 27

DR. CHRISTOPHER NELSON
DIVISION DEAN – LIBERAL ARTS
DIVISION DEAN'S REPORT:

- Met with the VSO to discuss our plans, and solicit their advice, for the Cooper Center expansion for Music programming / February 6
- Attended the Regional Tri-Agency Convener Quarterly Meeting / February 8
- Participated in interviews for the new Associate Dean of Library Services / February 13
- Relocated the Liberal Arts Division Office from Pecan J.3 to Pecan J.1 / February 14-16
- Attended the Kick-Off Meeting of the THECB's Open Texas 2024 Program Committee / February 15
- Convened the Interdisciplinary Studies Advising Team / February 21
- Participated in CTN Site Visits to San Antonio College, and Austin Community College / February 26-27

DEPARTMENT/PROGRAM REPORTS:

Center for Mexican American Studies

- Alan Martinez, Secretary for the Center for Mexican American Studies sat for an interview with Televisa to promote Tradiciones 2024 at Quinta Mazatlan in McAllen, TX, on February 7
- Adolfo Salinas, Coordinator for the Center for Mexican American Studies met with Channel 23 new station in Harlingen, TX to discuss the promotion of Tradiciones 2024 on February 13
- Center for Mexican American Studies staff continued promotional preparations for Tradiciones 2024 with distribution of promotional materials throughout campus and across the community.
- Center for Mexican American Studies staff contacted local partnering school districts about potential attendance of high school folklórico dance students to attend Tradiciones 2024. Center for Mexican American Studies staff met with Educational Technologies Department and the McAllen Performing Arts Center staff to discuss logistics with audio and visual for Tradiciones 2024 on February 26
- Ballet Folklórico South Texas College conducted several musical workshops with Guest Performers – Jorge Saavedra, Jose R. Macias Quinones, and Alfredo Aguilar – in preparation for Tradiciones 2024 on February 27

English

- The English Department held a faculty speaker event, "Cocktails for Camp Granada Squirrel Revival Polka Party: Hilarious Hits and Poetic Parodies from Spike Jones to Weird Al Yankovic" by David Oakes, English Instructor, February 28

History

- Guest speaker Dr. Amy Fluker, "The Bell Witch, Jim Crow, and the Haunting of African American History," with discussion facilitated by Rainlilly Elizondo, February 7.
- Cold War Retrospective Film Series: "Invasion of the Body Snatchers" (1956) with commentary by Martha Cantu, February 13.
- Discussion of "Incidents in the Life of a Slave Girl" Common Reading text, by Sean Kennedy and Martha Cantu, February 20.
- Film Screening of "Summer of Soul" (2021) with discussion by Chris Davis February 21 (Pecan Campus) and February 27 (Starr County Campus).

Music

- STC Cello Instructor, Dr. Patrick Hopkins performed as the featured soloist with the Valley Symphony Orchestra on February 23, 2024 at the McAllen Performing Arts Complex. He performed Tchaikovsky's *Variations on a Rococo Theme*. He was also featured on *Take 5*.
- The Music Department Faculty presented our annual Faculty Showcase Recital on February 26, 2024, in the Cooper Center Theater. The recital featured a diverse program with works by Beethoven, Tchaikovsky, Wolf, Schubert, Weill, and Ellington

DR. ALI ESMAEILI
DIVISION DEAN – MATH, SCIENCE, INFORMATION TECHNOLOGY, AND BACHELOR PROGRAMS

DIVISION DEAN'S REPORT:

- Attended the Search Committee meeting via Teams, February 1
- Attended the VIDA Ribbon Cutting Ceremony - Nursing Simulation Centers, February 1
- Attended the League for Innovations Noncredit Quality and the Hidden College: A Town Hall Discussion, February 1
- Attended the Winthrop University CBE Program Development Meeting via Teams, February 1
- Attended the Digital Learning DL Symposium at MVC, February 2
- Attended the Workshop: The Role that Faculty Play in an Online CBE Course, February 2
- Attended the ILC Feb 2, 2024 Meeting, February 2
- Attended the Meeting with Project Manager for Community College Baccalaureate Association, February 5
- Attended the U.S. Naval Community College CBE Program Development Meeting via Teams, February 5
- Attended the Planning Mtg - Bachelor Programs Celebration, February 6
- Attended the State of the City at the McAllen Convention Center, February 7
- Attended the Bismarck State CBE Developmental Program Meeting via Teams, February 7
- Attended the Man of the Year Event at MVC, February 7
- Attended the Emotional Intelligence Conference at TAMUK, February 8-10
- Attended the Innovation & Transformation Meeting, February 12
- Attended the CCBA Conference in Savannah, GA, February 13-16
- Attended the Catch the Next Site Visit Training via Zoom, February 13
- Attended the Dual Credit Programs Summit at South Padre Island, February 18-20
- Attended a meeting with the Dean for Liberal Arts regarding the Interdisciplinary Studies students advising initiative via Teams, February 21
- Attended a Zoom meeting with Tutor.com, February 21-22
- Attended the Career Technical Education Program Fair Dates at STARR Campus, February 22
- Attended the Chair Summer Special Assignment meeting via Teams
- Attended the 2nd Annual Broadening Participation in Engineering Summit Opening Dinner at UTRGV, February 22-23

- Attended the RGV Disaster Ready Expo at MVC Student Union, February 23
- Attended the Science Olympiad Event, February 24
- Attended the 7th STEM ED Annual Conference - Mission TX -Dr. Esmaeili, February 26
- Attended the STC Members for Joint Committee with TSU via Teams, February 27
- Attended the Catch the Next Conference - Dallas, TX, February 27-28
- Attended the City of Pharr STC Bachelor Program Presentation, February 29
- Attended the Governor's Merit Grant Meeting - Summer Camps, February 29
- Attended the InsideTrack Meeting via Zoom, February 29
- Attended the Coordinated Operations Council (COC) Meeting, February 29

BACHELOR PROGRAMS:

Computer Information Technology Program (CITP) / Computer Science (COSC)

- Participated in Grant Review Meeting with COSC Instructor via MS Teams, February 1
- Participated in Winthrop University CBE Program Development Meeting via MS Teams, February 1
- Attended DL Symposium General Session at MVC, February 2
- Worked on Data Summit Planning Meeting, February 4
- Participated in U.S. Naval Community College CBE Program Development Meeting via MS Teams, February 5
- Facilitated First Time Faculty Teaching Meeting- Adjunct Faculty via MS Teams, February 6
- Participated in Google Cybersecurity Grant Development Meeting with MSITB Initiatives Manager via MS Teams, February 6
- Worked on Data Summit Planning Meeting, February 6
- Participated in STEM Summit Planning Meeting with MSITB Initiatives Manager via MS Teams, February 7
- Participated in Bismarck State CBE Developmental Program Meeting via MS Teams, February 7
- Attended STC Workshop: STC Dual Credit Programs NACEP 101 Information Session with Associate Vice President of DC Programs and School District Partnerships, February 8
- Participated in South Texas College & Stanford University Meeting via Zoom, February 9
- Worked on Instructional Plans, February 11
- Attended Admissions Procedures Meeting with Guided Pathways Specialist, February 12
- Reviewed Assessment Plans, February 12
- Worked on Faculty Senate Report Form, February 13
- Participated in Building a Talent Strong Texas through CBE Webinar via Zoom, February 13
- Attended STC Online Workshop: Blackboard Ultra using Release Conditions via MS Teams, February 13
- Attended CCBA 2024 Conference in Savannah, GA, February 14-16
- Attended STC Online Workshop: Microsoft OneDrive Training with IT Project Specialist via MS Teams, February 16
- Worked on NACEP 2024 Proposal for Conference in Colorado Springs, CO, February 18
- Attended STC Online Workshop: Starfish Training via MS Teams, February 20
- Attended STC Online Workshop: Monthly Blackboard Update Releases via MS Teams, February 20
- Worked on PLO Findings with COSC Instructor via MS Teams, February 20
- Participated in The Fastest-Growing Job Skills of 2024: A Discussion with Learning Leaders Webinar, February 21
- Participated in Driving Persistence through Engagement in Virtual Learning Webcast, February 21
- Participated in Quality Matters Meeting with Instructional Designer II via MS Teams, February 21
- Worked on PLO Findings Review with COSC Instructor via MS Teams, February 21-22
- Participated in Google Grant Proposal Review with COSC Instructor via MS Teams, February 22
- Worked on Application Reviews for Full Time Position Posted, February 26
- Attended 7th Annual STEM Ed Conference in Mission, TX, February 26-27
- Attended STC Online Workshop: Specializing in Student Success: How Digital Learning Can Assist your Online Student via MS Teams, February 27
- Participated in Google Cybersecurity Grant Meeting with MSITB Initiatives Manager, February 27
- Participated in Faculty Senate Meeting via MS Teams, February 27
- Participated in STEM Summit Planning Meeting with MSITB Initiatives Manager via MS Teams, February 28

- Participated in Google Cybersecurity Clinics Proposal Submission Meeting with Senior Development Officer via MS Teams, February 29
- Attended STC Bachelor Program Presentations at City of Pharr, February 29
- Participated in Presentation Review for League of Innovation Conference via MS Teams, February 29

Medical and Health Services Management (MHSM)

- Participated and promoted the Bachelor Programs in the 21st Annual Education & Career Expo of TSC Brownsville, February 7
- Attended an Open House for the Texas Digestive Specialist Practice in McAllen, February 19
- Attended and participated in the City of Pharr Bachelor Programs presentations February 29
- Presented and promoted the Bachelor Programs to Med High students of Health Professions in Mercedes, TX, February 29

Organizational Leadership (BASOL)

- Facilitated a meeting with IT to continue to work on the Incomplete Request Automation process, February 1, 22
- Participated in the Winthrop University CBE Program Development meeting, February 1
- Presented at the Distance Learning Symposium on "The Role That Faculty Play in an Online CBE Course" at MVC, February 2
- Participated in the Leadership Women Class '41 Planning Committee, Republic of the Rio Grande, February 5
- Participated in the U.S. Naval Community College CBE Program meeting via Teams, February 5
- Participated in the Texas Women in Higher Education (TWHE) planning 2024 conference, February 5, 20
- Participated in the Council of Chairs monthly meeting, February 6
- Participated in the Leadership McAllen Executive Committee Meeting, February 6
- Participated in the RGV Lead Career EXPO, Brownsville, TX February 7
- Participated in the Bismarck State of CBE Development Program on Teams, February 7
- Participated in the CCBA CBE Session pre-check in meeting, February 8
- Attended the McAllen Chamber Ambassador Meeting, February 8
- Participated in the Leadership Day Planning Committee Meeting with Zera Coaching, February 8
- Facilitated the BASOL program Data Summit 24 Meeting, February 9
- Participated in the SpaceX Group meeting with Brownsville Mayor, February 9
- Attended the Community College Baccalaureate Association Conference, Savannah, GA, February 13-15
- Participated in the RGV Leadership February Class, February 16
- Participated as the Advisor for the NSLS STC Chapter New Member Orientation, February 17
- Participated in the Hispanic Women's Network of Texas State Conference Planning Committee Meeting, February 21
- Attended the Leadership Texas' Leadership Women Class '41Send Off Dinner, February 22
- Participated as the Advisor for the NSLS STC Chapter New Member Leadership Training, February 24
- Attended the Boys and Girls Club Annual Gala, February 24
- Facilitated the Texas Women in Higher Education External Panel Subcommittee meeting, February 26
- Participated in the Suitable Taskforce Meeting, February 27
- Participated in the STC Degree Programs Information Session via Zoom with the City of Edinburg employees, February 28
- Participated in the STC Bachelor Program presentation to the City of Pharr employees, February 29

Operations Management (OPMG) / Public Administration (PBAD)

- Met with Winthrop University faculty and administration regarding CBE Program Development, February 1
- Met with U.S. Naval Community College faculty and administration regarding CBE Program Development, February 5
- Met with Bismarck State College faculty and administration regarding CBE Program Development, February 7
- OPMG/PBAD Youth Leadership Summer Camp Meeting, February 21
- City of McAllen Convention Center/Performing Arts Center Board Meeting, February 26
- City of Edinburg STC Bachelor Program Presentation (Virtual), February 28
- City of Pharr STC Bachelor Program Presentation City of Pharr 1121 E. Nolana Ave. Pharr, TX 78577, February 29

DEPARTMENT/PROGRAM REPORTS:

Biology

- Attended TAMUK/STC – Workforce TEAM Grant meeting, February 1
- Attended Top Hat Introductions, February 1
- Meeting Review of Pearson Biology, February 1
- Attended Online Workshop: DL Symposium General Session-Keynote Address, February 2
- Attended ILC Meeting, February 2
- Attended Online Workshop: Three Heads Are Better Than One: Reinventing the College Classroom with AI in Mind, February 2
- Attended Online Workshop: Honorlock Online Proctoring, February 2
- Visited Sea Phage classroom, February 6
- Attended Workshop: Open Lab for Chairs – Preparing for Spring 24 Data Summit, February 6
- Attended Council of Chairs Meeting, February 6
- Attended STEM Summit Planning Meeting, February 7, 28
- Attended Workshop: STC Dual Credit Programs NACEP 101 Information Session, February 8
- Attended Data Summit 24, February 9
- Attended Admission Procedures, February 12
- Attended Chair Evaluation Sub-Committee, February 13
- Conducted the Biology Department Meeting, February 16
- Attended Meat Judging Meeting, February 21
- Attended Chair Evaluation Sub-Committee, February 22
- Attended Summer Youth Camp 2024 Meeting, February 23
- Attended Zoom Meeting McGraw Hill A&P demonstration with APR & Virtual Labs, February 23
- Attended STEM Success Academy, February 23
- Attended Faculty Advising Committee Meeting, February 23
- Attended AI Empower ED: Navigating Generative AI in Higher Education Webinar, February 28
- Attended Coordinated Operations Council (COC), February 29

Chemistry

- Attended ILC Meeting, February 2
- Participated in Workshop Civilian Response to active shooter Events, February 2
- Attended Science Olympiad Meeting, February 2, 5
- Attended Meeting for Practice: Using ACS student chapters to engage two-year college students, February 2
- Attended AKTIV and Top Hat Meeting, February 6
- Participated in Workshop: Open lab for chairs-preparing for spring 24 Data Summit, February 6
- Attended Council of Chairs Meeting, February 6
- Attended STEM Summit Planning Meeting, February 7, 28
- Participated in Kingsville-Emotional Intelligence Conference/Training, February 8-10
- Attended Data Summit 24, February 9
- Attended Admissions Procedures Meeting, February 12
- Participated in Workshop: Blackboard Ultra Using Release Conditions Visibility Features, February 13
- Attended LEPC Meeting, February 15
- Attended South Texas ACS Local Chapter-Monthly Meeting, February 15
- Conducted the Chemistry Department Meeting, February 16
- Attended ACS Lab Safety Videos Training, February 16
- Participated in AKTIV and Top Hat Presentation, February 16
- Attended GT Awareness Showcase Event held by STC and Weslaco ISD, February 22
- Attended Online ACS Presentation: Two-Year College Chemistry Consortium, February 23
- Attended Virtual Presentation: ChemEd Xchange, February 23
- Attended STC Dual Credit Programs-Chemistry in Hidalgo
- Attended the Dual Credit Summit in SPI, February 18-20
- Performed a Science Olympiad Walkthrough, February 22
- Participated in Science Olympiad Pre-Day, February 23

- Participated and supervised Chemistry Faculty and Staff at the Science Olympiad Event, February 24
- Attended in the Budget Open Labs, February 29
- Attended STC Workshop: STC Dual Credit Programs NACEP 101 Information Session, February 29

Cybersecurity

- Attended the Google Cybersecurity grant development meeting with MSITB Initiatives Manager, February 6
- Attended the Council of Chairs Meeting, February 6
- Attended the STEM Summit Planning Meeting, February 7, 28
- Attended a workshop with staff from Admissions and Records, February 12
- Conducted the faculty evaluation for Cybersecurity-DCF, February 13, 21
- Conducted the Monthly Cybersecurity Department Meeting, February 19
- Attended a career fair organized by Dual Credit Department at MVC, February 26
- Attended the EI-ISAC Monthly Meeting, February 27
- Conducted the Spring 2024 Advisory Committee Meeting with our industry leaders, February 27
- Attended a meeting with the Director of Curriculum to discuss the ICLC requirements, February 29

Information Technology

- Conducted IT Department Meeting, February 2
- Attended Workshop: Open Lab for Chairs - Preparing for Spring 24 Data Summit, February 6
- Attended STEM Summit Planning Meeting, February 7, 28
- Program Chair and IT Secretary attended Workshop: STC Dual Credit Programs NACEP 101 Information Session, February 8
- Attended MDR Taskforce Meeting, February 8
- Attended Workshop: Spring 2024 Data Summit Department Meetings- Information Technology Program, February 9
- Attended Admission Procedures, February 12
- Attended Workshop: Blackboard Ultra using Release Conditions, visibility features and accessibility via the roster, February 13
- Met with MSITB Initiatives Manager to discuss IT requests, February 14
- Program Chair and IT Faculty attended DC Industry Certification Ceremony at Economedes High School, February 14
- Attended Workshop: Ambassador Cross Training Academy (A.C.T.A) Spring 2024, February 15, 22, 29
- Attended The Fastest-Growing Job Skills of 2024: A Discussion with Learning Leaders, February 15
- Attended Workshop: Business Office Training Technology Workshop, February 16
- Attended Workshop: Monthly Blackboard update releases, February 20
- IT Faculty attended Dual Credit Programs CTE Program Fairs: Starr County Campus, February 22
- Program Chair and IT Faculty held Leadership Meeting, February 22
- Held IT Expo Update Meeting with IT Department, February 23
- IT Faculty attended the CTE Program Fairs at MVC, February 26
- Attended Faculty Senate meeting, February 27
- Program Chair and IT Secretary attended Budget Development Open Lab, February 29
- Attended "CTE in 2024: Trends and best practices" presented by SmartBrief, February 29

Mathematics

- Attended Institutional Leadership Committee (ILC) meeting on Teams, February 2
- Attended Strategic Minds Unite: Faculty and Staff Chess Initiative Meeting Workshop. This meeting served to organize a Student Chess Club, February 2
- Program Chair and Faculty attended NSF grant planning meeting with UTRGV for a planned grant submission focused on Calculus, February 2
- Faculty Secretary attended a group training session on Pre-Approvals for Chrome River on Teams with other faculty secretaries, February 6
- Attended Council of Chairs meeting, February 6
- Attended MSITB STEM Summit Planning Meeting, February 7, 28
- Attended the 2024 Ascender Connect & Chat professional development session, February 7

- Program Chair, Asst. Chair, Dual Credit Coordinator, and Developmental Coordinator met to discuss department leadership responsibilities, February 8, 22
- Attended the STC Dual Credit Programs NACEP 101 information Session Workshop, February 8
- Mathematics Faculty attended CWPOD Day Data Summit, February 9
- Faculty Secretary attended Servant Leadership (Training for Academic Affairs Staff) In-Person, February 9
- Program Chair & Faculty attended Calculus NSF grant planning meeting with UTRGV, February 9
- Program Chair and Asst. Chair attended IPEC Bi-Weekly meeting, February 12, 26
- Attended Admission Procedures meeting, February 12
- Program Chair & Faculty helped to submit two NSF IUSE NSI grant applications, February 14
- Attended Microsoft OneDrive training, February 15
- Faculty Secretary attended training with MSITB Senior AA on Out-of-State Travel, February 15
- Conducted the February 2024 Department Meeting, February 16
- Attended NACEP/STC Dual Credit Symposium at the South Padre Island Convention Center, February 18-20
- Presented with ASCENDER leadership on the program model and accomplishments for HACU Partnerships to Champion Student Success webinar series, February 20
- Faculty Secretary attended a training with MSITB Senior AA on FLAC, February 22
- Attended meeting to discuss STC & Weslaco ISD (GT Awareness Showcase) tabletop representation, February 22
- Faculty Secretary attended training with MSITB Senior AA re: Out-of-Pocket Memo, February 26
- Program Chair & Faculty attended Faculty Senate Meeting, February 27
- Assisted Catch the Next / Ascender to conduct site visit at Dallas County Community College Eastfield and Richland Campuses, February 27–28
- Program Chair & Faculty attended TCCTA 77TH Annual Convention in Frisco TX, February 29-March 2
- Faculty Secretary attended STC Dual Credit Program NACAP 101 Information Session, February 29
- Mathematics Faculty volunteered at the Centers for Learning Excellence (CLE), February 29
- Mathematics Faculty organized and coordinated Girls Discovering Math student club meeting, February 29

Physical Sciences and Engineering

- Presented "Immersive Geology: Teaching Through Virtual Reality with Engage VR" at the STC Digital Learning Symposium-Spring 2024, February 2
- Engineering program collaborated with the Dual Enrollment Engineering Academy and presented engineering workshop to prospective engineering majors. Video 1: Link, February 2

- Met with the representative of Science Interactive, February 5
- Met with the representatives of Watermark, February 5
- Attended the Open Lab for Chairs - Preparing for Spring 24 Data Summit workshop, February 6
- Attended Council of Chairs Meeting, February 6
- Attended STEM Summit Planning Meeting, February 7, 28
- Attended Laboratory Safety Committee Meeting, February 8
- Department Chair and Secretary attended Workshop: STC Dual Credit Programs NACEP 101 Information Session, February 8
- Presented Data Summit 2024 - Physical Science and Engineering Department workshop, February 9
- Reviewed Budgetary procedures for FY 2025, February 12
- Attended Admission Procedures meeting, February 12
- Reviewed the textbook adoptions for Summer 2024, February 13
- Department Chair and Secretary prepared the meeting material for February Department Meeting for Physical Science & Engineering, February 14, 15
- Department Chair and Secretary organized February Department Meeting for Physical Science & Engineering, February 16
- Reviewed the reports for University Transportation Center Program Subaward, February 20

- Reviewed the January Financial Reconciliation report for the PANACEAS Subaward, February 20
- Engineering program held a table at the STC Sponsored outreach event at Starr County Campus, February 23

- Physics, Geology, and Engineering faculty presented and managed several events at the Regional Science Olympiad, February 24
- Engineering program held a table at the STC Sponsored outreach event at Business and Technology Campus, February 26
- Organized a Program Learning Outcomes meeting for the Physics program to discuss and develop the assessment plans and reports for the 2023-2026 cycle, February 27
- Phone meeting with the Project manager of B2Z Engineering, McAllen regarding the job opportunities for Engineering majors, February 28
- Department Chair and Physics Laboratory Coordinator met with the laboratory specialists and completed the 2022-2023 Performance Appraisal, February 29

DR. JAYSON VALERIO
DIVISION DEAN – NURSING AND ALLIED HEALTH
DIVISION DEAN'S REPORT:

- Attended meeting with Business Office accountant to discuss the 216127 Hidalgo County Report, February 1
- Cohosted the Nursing Simulation Centers Ribbon Cutting held at the NAH Campus with representatives from the Valley Initiative for Development and Advancement (VIDA), February 1
- Attended the Carl Perkins Basic, CLNA Workshop hosted by the Office of Sponsored Initiatives, February 1
- Attended the Institutional Leadership Council Meeting, February 2
- Took part in the Texas Center for Health Statistics stakeholder interview, February 5
- Participated in interviewing and reviewing candidates, February 5
- Ensured completion of Personnel Certification and Proof of Effort forms for all faculty mentor assignments funded by the Nursing Shortage Reduction Program (NSRP) Grant.
- Attended the Organization for Associate Degree Nursing (OADN) Board of Directors Meeting, February 6
- Held meeting with the program chair for EMS, February 6
- Attended the Texas Organization of Associate Degree (TOADN), The Texas Organization of Baccalaureate and Graduate Nursing Education (TOBGNE), and Texas Association of Deans and Directors of Professional Nursing Programs (TADDPNP) meetings held in Austin, TX, February 7 – 9

- Reviewed N4, N6, and N3 mini-mester course enrollment data and worked on approval memo for low enrollment sections.
- Attended meeting with ADN to discuss documents requested by peer evaluators from the Accreditation Commission for Education in Nursing (ACEN), February 12
- Attended the Standardized Assessment in Texas webinar hosted by Elsevier and TBON, February 12
- Participated in interview session with representatives from the Accreditation Council for Occupational Therapy Education (ACOTE) during their onsite visit at the NAH Campus, February 13
- Attended the Driscoll Children's Hospital Training Center Ribbon Cutting Ceremony, February 13
- Attended the Using AI to Improve DEI in Higher Education webinar hosted by Inside Higher Ed, February 13
- Attended meeting hosted by Counseling and Student Access Services to discuss accessibility accommodations for a student, February 13
- Attended exit meeting with representatives from the Accreditation Council for Occupational Therapy Education (ACOTE) during their onsite visit at the NAH Campus, February 14
- Attended the Faculty and Staff ACEN Prep Meeting held by the ADN Program, February 14
- Held meeting with representatives from the Texas A&M University School of Nursing, February 14
- Held meeting with program chair and faculty from the VN Program, February 14

- Interviewed by a freelance reporter for Work Shift regarding an article on nursing apprenticeships in Texas, February 15
- Held meeting with the dean of Health Sciences at Chemeketa Community College to discuss our nursing apprenticeship program, February 15
- Took part in conducting interviews of candidates for an opening with the NAH Division, February 16
- Held meeting with ADN leadership and NAH staff to discuss the itinerary and logistics for the upcoming ACEN onsite visit, February 19
- Attended meeting with NAH staff to discuss NOE training session, February 19
- Held meeting with EMS program chair to discuss the JET Grant and capital budget, February 19
- Met with the manager for Educational Technologies Operations to discuss services at the NAH Campus, February 19
- Participated as a representative of Texas community colleges at THECB Meeting of Negotiated Rulemaking Committee on Professional Nursing Shortage Reduction Program, February 20
- Held meeting with ADN faculty member, February 20
- Attended the TBON Deans, Directors, and Coordinators Orientation, February 21
- Held the NAH Program Chairs Meeting, February 21
- Attended the ACEN Final Briefing, February 21
- Attended the WICHE Cooperative for Educational Technologies (WCET) virtual summit on elements of practice and policy of AI in education, February 22
- Attended the Unlock the Power of AI for Academic Research webinar, February 22
- Participated as a representative of Texas community colleges at THECB Meeting of Negotiated Rulemaking Committee on Professional Nursing Shortage Reduction Program, February 26
- Hosted onsite visit of auditors from ACEN for the reaccreditation of the ADN Program; facilitated focused group interviews between auditors and administrators, faculty, staff, students, and program partners, February 27 – 29
- Attended the ACEN Reaccreditation Onsite Visit STC Administrators Group Interview, February 27
- Attended the ACEN Reaccreditation Onsite Visit Exit Meeting, February 29

DEPARTMENT/PROGRAM REPORTS:

Physical Therapist Assistant

- Advisors participated in the CCTA College fair held at PSJA High School. They provided information about the ADN Program and information regarding health careers to approximately 50 students, February 2
- RNSG 1162 students provided an information session on diabetes to patients and staff at the Edinburg Nursing and Rehabilitation Center. Students utilized poster boards during their lecture and provided attendees opportunities to ask questions, February 3
- Level 1 RNSG 1262 students provided an information session on obesity at the Pecan Campus. Students utilized poster boards, flyers, and a PowerPoint presentation to educate attendees. They also offered attendees checks of their vital signs and blood glucose levels, February 7

- Leadership team attended the Texas Organization of Associate Degree (TOADN), The Texas Organization of Baccalaureate and Graduate Nursing Education (TOBGNE), and Texas Association of Deans and Directors of Professional Nursing Programs (TADDPNP) meetings held in Austin, TX. Topics discussed included faculty shortages, preceptor task force, TNA updates, NLAC updates, legislative updates, TBON updates, TOADN report, and TOBGNE report, February 7 – 9
- Level 3 RNSG 2363 students provided an information session on hypertension to patients at the McAllen Transitional Care Center. Students used a poster board, pamphlets, PowerPoint presentation, games, and prizes to educate and engage attendees, February 12

- Advisors participated in the GEAR UP event held at Weslaco High School. Approximately 150 students, many of which have already completed 2/6 of program prerequisites, received information regarding the ADN Program, February 20
- RNSG 2260 students provided an information session on hand washing and cleanliness at a non-denominational church. Students educated the audience using a PowerPoint presentation and hand sanitizers during the live demonstration, February 21
- Advisors participated in the CTE Program Fair held at the Starr Campus. Approximately 100 students from Roma High School received information regarding the ADN Program, February 22
- Level 2 RNSG 1162 students provided an information session on diabetes mellitus to clients and staff at the Helping Hands Adult Day Care. Students utilized poster boards, handouts, and provided demonstrations during the session, February 22

- Level 3 RNSG 2363 students provided an information on hypertension to patients at the McAllen Transitional Care Center. Students provided information on signs, symptoms, pathophysiology, diagnostic procedures, pharmacological interventions, non-pharmacological interventions, life-style risk factors, and referrals/follow-up care. They used a poster presentation with a translation in Spanish, interactive bingo games, graphics, videos, and PowerPoint presentation during the session, February 23
- Hosted onsite visit of auditors from ACEN for the reaccreditation of the ADN Program; provided auditors access to facilities, records, reports, procedures, etc., and facilitated focused group interviews, February 27 – 29

Diagnostic Imaging Department

- Department chair attended Open Lab for Chairs – Preparing for Spring 24 Data Summit, February 6
- Faculty and staff attended the Data Summit 24 – Diagnostic Imaging Department, February 9
- Secretary attended the NAH support staff meeting, February 8
- Department chair attended the Spring 2024 NAH-B Classroom Assignment Meeting, February 20
- Department chair attended the February 2024 NAH Program Chairs Meeting, February 21
- Department Chair attended the Pass Program Meeting, February 22
- RADT Program Fall 2024 Applications closed on February 23
- Faculty and staff attended the DID February Department Meeting, February 27
- DMS Program researched obtaining additional DMS Program clinical sites throughout the month.

Emergency Medical Services

- Program chair and Secretary met to update the advisory committee members information, February 1
- Program chair attended the Institutional Leadership Council Meeting, February 2
- Program chair attended the Handtevy Meeting, February 2
- Secretary attended the Civilian Response to Active Shooter Phase 1 Training, February 2
- Program chair met with the NAH dean to discuss EMS departmental updates, February 6
- Program chair attend the Council of Chairs Meeting, February 6
- Program chair attended the Content Validity in Action: Exploring the National Registry Examination Life Cycle and Future Initiatives webinar, February 7
- EMS Department Faculty and Staff Meeting was held in person, February 9
- Faculty hosted a tour for the UTRGV Physician Assistant Program, February 9
- Program chair met with the executive director of Human Resources, February 12
- Program chair attended the Business Office Training Technology Workshop, February 15
- Program chair attended the NOE Process meeting that hosted by the NAH Division and the VPAA's Office, February 15
- Program chair met with the director of Learning Outcomes, February 15

- Program chair met with the NAH dean to discuss the 226043 JET FY22 Final Voucher Close Out, February 19
- Program chair met with the communication specialist for a PR interview, February 19
- Program chair attended the Human Trafficking Education for EMS Educators: How to Better Prepare EMS Clinicians webinar, February 20
- Program chair met with the director of Curriculum to discuss the EMT Basic Course M3 minimester, February 20
- Program chair met with the communications and PR manager, February 20
- Program chair met with reporter from Noticias RGV to record an interview about the EMS 8-week minimester, February 20
- Faculty members, Janelle Billings and Steven Miller, attended the Financial Aid event held at the Pecan Campus to promote and recruit for the EMS Program, February 21
- Program chair attended the NAH Program Chairs Meeting, February 21
- Program chair and faculty travelled to Hurst, Tx to attend the National Association of EMS Educators (NAEMSE) Educating and Evaluating Clinical Judgement for AEMT and Paramedic Educators Workshop, February 22 – 24
- Faculty members, Henry Cortez and Edgar Flores, participated in the Career Technical Education Program Fair held at the Mid-Valley Campus, February 26
- Faculty and students attended the lecture presentation given by Dr. Michael Menowsky, MD, FACEP – South Texas Health System Emergency Medicine Residency Program, February 26
- Program chair attended the Organizational Culture and Employee Engagement – How to Find and Keep EMS Clinicians webinar, February 27
- Program chair attended the Faculty Senate Meeting held at the Pecan Campus, February 27

- Program chair attended the 2nd Annual Teams Planning Committee Webinar, February 28
- Program chair met with EMS Accreditation Liaison Officer to begin planning items for the upcoming accreditation visit in 2025, February 28
- Program chair attended the STC Dual Credit Programs National Alliance of Concurrent Enrollment Partnerships (NACEP) Information Session, February 29
- Program chair met with the EMS clinical coordinator to discuss affiliations agreements for upcoming practicums, February 29

DR. ERIC REITTINGER
DIVISION DEAN – SOCIAL AND BEHAVIORAL SCIENCES
DIVISION DEAN'S REPORT:

- Attended the CACFP 2024 Review Meeting on MS Teams, February 1
- Attended the AY 23-24 SBS Division Curriculum Committee Meeting on MS Teams, February 1
- Attended the Institutional Leadership Council Meeting on MS Teams, February 26
- Attended the Operations Council meeting, February 6
- Attended the Mid-Valley Campus CDC Portable L-2 Electrical and Plumbing-Pre-Construction Meeting at Pecan Campus N180
- Attended the ADA form Meeting on MS Teams, February 7
- Attended the Head Start discussion meeting on MS Teams, February 8
- Attended the STC Dual Credit Programs NACEP 101 Information Session at Pecan Campus H 216, February 8
- Attended the Innovation & Transformation Meeting at Pecan Campus H216, February 12
- Attended the Chair Evaluation Committee-SBS at Pecan Campus T1.102, February 13

- Conducted the SBS Division Meeting on MS Teams, February 14
- Attended the MS One Drive Training on MS Teams, February 16
- Attended the Mid-Valley Campus CDC Portable L-2 Electrical and Plumbing-Bi-Weekly-Construction Update Meeting at Mid-Valley Campus G288
- Attended the Chair Evaluation Sub-Committee Meeting at Pecan Campus T1.102, February 22
- Attended the Chair Summer Special Assignment Meeting on MS Teams, February 22
- Attended the Oversight Committee Meeting on MS Teams, February 27
- Attended the Data Management & Integrity Meeting on MS Teams, February 28
- Attended the CDEC Meeting at Pecan Campus P2. 131A, February 29
- Attended the Instructional Deans Meeting on MS Teams, February 29
- Attended the Criminal Justice Department Meeting on MS Teams, February 29
- Attended the Coordinated Operations Council Meeting at Pecan Campus H127, February 29

DEPARTMENT/PROGRAM REPORTS:

Child Development and Early Childhood

- The Child Development Club advisors kicked off the Spring 2024 semester by joining the South Texas College Club's Fair hosted by STC Student Activities and Wellness at the Pecan Campus, Building H – Courtyard.

Students visited the Child Development Club table to hear about the opportunities the club provides, take sweets, and complete an art activity, February 6

- The Child Development Club hosted its first virtual meeting of the Spring 2024 semester. STC graduate and former Club President, Ms. Karen Tijerina Gonzalez, joined the meeting and welcomed the new club officers: President Jerica Gonzalez, Vice-president Alma Acosta, and Secretary Yearetzy Hinojosa. She shared her experience as the club's president and encouraged all students to participate. The 2024 officers introduced themselves and welcomed the new club members. This semester the CD club will be advocating for children and families by participating in community events with Court Appointed Special Advocates for Children better known as CASA of Hidalgo County and TEAM MARIO which serves children with autism spectrum disorder "through education, resources, and advocacy." In addition, they will be hosting a Q&A session and a peer tutoring and advising event for students. To celebrate young children and provide CDEC majors with real-life experiences, the club will be joining the STC Mid-Valley Campus Child Development Center at its April Spring festival, February 8

Criminal Justice

- South Texas College's Criminal Justice Club took over. This weekend (on Saturday from 9 am until 3 pm) a few CJC members volunteered to take part in PATH (Prevention Awareness Team of Hidalgo) to assist the Edinburg JROTC program with about 30 high school students in attendance, including Hidalgo County HIDTA, Edinburg PD, Hidalgo County District Attorney's office, Boys & Girls Club, and BHSST (Behavioral Health Solutions of South Texas). The original plan was for the CJC members to assist the UTRGV Criminal Justice Club, which was a good opportunity for our students to meet others and continue to develop their network. Unfortunately, the UTRGV's club failed to show up and our students took over the management of two separate booths to assist the Edinburg JROTC program, February 18

Psychological Science

- Psychological Science faculty, Alex Sarabia was recognized on social media, along with other professionals, for participating at Roma ISD Veterans Memorial Elementary School's Career Day. Alex has continuously attended career days in the last 12 years at elementary, middle, and high school levels representing South Texas College and the Department of Psychological Science, February 5

- The Psychological Science Department participated in the annual Rio Grande City Grulla Veterans Middle School Career Day. Mr. Sarabia inspired the students to attend college and elaborated on the fields of psychological science and counseling. He also talked about the Starr County Campus Psychology Club and the importance of attending STC upon High School graduation, February 8
- The Psychological Science Department represented by Ms. Alexandra Morales presented for the Dual Enrollment Academy students from Weslaco, Edinburg and Sharlyand I.S.D. It was an absolute honor to present to about 30 juniors and seniors. She presented on the topic of "self-care", February 16

- Alex Sarabia served as presenter of "Stress Management" to South Texas College Dual Enrollment Academy Program students (high school seniors) at Pecan Campus. Alex defined stress, discussed the sources of stress and how stress affects one's health, and elaborated on the healthy strategies to reduce stress. It was a very interactive workshop where students participated throughout and were very engaged, February 16
- The Starr County Campus Psychology Club was selected as the 2024 Volunteer Group of the Year of the Starr County Fair after volunteering in the fair the last 10 years. Starr Psych Club participated in several recognition events that included a dinner, parade, champions opening ceremony, and closing ceremony - where the Starr Psych Club was presented with an award/plaque for this important recognition - this year that by coincidence happens to be the 15th anniversary of the Starr County Campus Psychology Club, February 17

- The Starr County Campus Psychology Club hosted its regular meeting where they invited Tissa Peterson as speaker, the Starr County Fair Chair. Her family began this fair 59 years ago and she provided an overview of the history of the Starr County Fair. She also congratulated the Starr County Campus Psychology Club for being the 2024 Volunteer Group of the Year, February 20

Social Sciences

- The Sociology Club partnered with the Weslaco Public Library to offer 2 free showings of the film, "The Great Debaters," as a way to commemorate Black History Month. The library provided free popcorn. Between the 2 showings, approximately 20 people viewed the film, February 29

DR. RACHEL SALE
DEAN – DIGITAL LEARNING
DEAN'S REPORT:

- Attended the VIDA Ribbon Cutting Ceremony, NAH Campus, February 1
- Presented CBE Design Techniques to a group of faculty from Winthrop University, February 1
- Presented and hosted events for the Annual Digital Learning Symposium; provided a tour of the RGV to our guest speaker, February 1
- Hosted a meeting to discuss plans for the OPMG Mentorship class and program, February 5
- Chaired Hiring Committee for the Instructional Designer II position, February 5-10
- Attended Innovation & Transformation meeting, on February 12
- Pressbooks Onboarding, February 12
- Attended and Presented at the Community College Baccalaureate Association Conference, February 15-16
- Nursing OER Online Conference, February 27-28
- COC meeting, February 28

ANA DAVILA
DIRECTOR - DIGITAL LEARNING TECHNOLOGIES:

- Met with the Dean for Liberal Arts to discuss my role as a member of the Generative Artificial Intelligence Task Force Committee, February 5
- Participated in the Banner User Groups Committee, February 13
- Reviewed and evaluated candidates for the Guided Pathways Specialist position in the Business, Public Safety and Technology division, February 16 and 19
- Participated in the Texas Blackboard User Group - Innovative Ideas: 7 of the Coolest Things that I've Seen Schools Do Workshop, February 16
- Met with Starfish Administrator to discuss Blackboard data in Starfish and Digital Learning Flags, February 19.
- Participated in the GAI Task Force Committee meeting, February 23
- Assisted Dean of Nursing and Allied Health with ACEN Site Visit for auditor's Blackboard access, courses, and technical support, February 26-29

Digital Learning Helpdesk

Numbers for support

Blackboard Student/ Faculty Tickets:	268
Blackboard Helpdesk Phone Calls received by DL Staff	50
Social Intent – Digital Learning Chat	84
Crosslist Request for Spring 2024	10
Blackboard Support Chats/Calls:	172
Blackboard Level 2 – Tier II Support Requests:	40
Total	**624**

Student Success Activities

Type of Service	Number of Students Visit
General Advising	135
Telephone/ Text Contacts	92
Virtual Campus Advising Email	45
Radius Inquires	101
Academic Coach Sessions	21
Email Reminders Sent	146
Total	**540**

Trainings/Workshops/Professional Development/Events

Type of Training DL Offer	Number of Faculty Completed
LMS Fundamentals Certification	4
Instructional Continuity Certification	4
Instructional Continuity Re-Certification	9
Online Teaching Certification	3
Blackboard Ultra Using Release Conditions, Accessibility Workshop	40
Blackboard AI Design Assistant Workshop	18
DL Student Success Workshop	21
What's new with Blackboard Ultra – Update releases Workshop	20
Total	**119**

Events

- Digital Learning staff facilitated the 2024 Digital Learning Symposium at Mid-Valley Campus, February 2
- Digital Learning staff participated in the Digital Learning Data Summit for Professional Development Day, February 9

OLIVIA DE LA ROSA
DEAN – CONTINUING EDUCATION, WORKFORCE TRAINING & ECONOMIC DEVELOPMENT

- Attended VIDA Nursing Simulation Center ribbon cutting, February 1
- Attended Noncredit Quality and the Hidden College: A Town Hall Online Discussion, February 1
- Met with Texas Workforce Commission (TWC) regarding Child Care Development Apprenticeship Grant, February 6
- Attended Degree Reclamation Committee meeting, February 7
- Attended Self-Sufficiency Fund grant orientation with TWC, February 8
- Attended Microcredential Taskforce Committee meeting, February 8
- Attended Institutional Planning and Effectives Committee (IPEC) meetings, February 12 and 26
- Attended Suitable Taskforce Meeting, February 13 and 27
- Held monthly department meeting, February 14
- Attended Buenas Tardes luncheon at Mission Event Center, February 15
- Started review of Continuing Education building with architects, February 16
- Met with Early Childhood Workforce Connector regarding Childcare Development apprenticeship program, February 22
- Attended AY 25-26 Academic Calendar Committee meeting, February 23
- Attended Progresando Convening with Bank of America, February 26
- Met with massage therapist regarding development of massage therapy program, February 26
- Attended Coordinated Operations Council meeting, February 29

DANIELA MASTEN
DIRECTOR -

- Attended Texas Mutual Post-Award Implementation discussion, February 1
- Met with Public Relations (PR) to discuss summer camps, February 7 and 20
- Attended Self-Sufficiency Fund (SSF) grant orientation with TWC, February 8
- Met with CDL coordinator and program manager to initiate recruitment for SSF grant and CDL Apprenticeship grant, February 14
- Attended monthly department meeting, February 14
- Attended Microsoft OneDrive training, February 16
- Attended Governor’s Merit Grant Meeting, February 23

HOBY FOLLIS

PROGRAM DEVELOPER & MANAGER

- Met with Edinburg High School Gear Up regarding real estate program, February 2
- Finalized course schedule for Starr County campus, February 2
- Implemented log to track TPEG referrals with the customer service technicians, February 5
- Met with La Joya ISD 18+ program to identify student needs for classes, February 7
- Met with new CDL coordinator to discuss program, recruitment and improvements needed, February 12
- Finalized IDEA 18+ course schedules, February 12
- Interviewed potential real estate instructor, February 23
- Met with McAllen ISD STRIDES program to finalize the course offerings for next year, February 28

ENROLLMENT AND RECRUITMENT:

- Unduplicated enrollment through the end of February was 4,176 students
- Classes started included ESL, GED, Real Estate, Truck Driving, Bus Driving, Substitute Teacher, BLS CPR
- Continued Real Estate, EKG, and Dental Assistant programs at PSJA ISD
- Continued courses for parents at McAllen ISD and Weslaco ISD
- Started ESL and Spanish GED classes for parents at PSJA ISD, February 5
- Recruited for the High School Equivalency Program (HEP) for migrant farmworkers at UMOS, February 14
- Recruited for the High School Equivalency Program (HEP) for migrant farmworkers at Donna ISD, February 15
- Started a Phlebotomy Technician class through the Texas Mutual grant, February 20
- Started a Medical Office Specialist class through the Region One AEL grant, February 20
- Started Beginning Computers, Employability Skills, Interpersonal Skills, Receptionist, Cashier, Basic Cake Decorating, Basic Floral Design, and Customer Service for IDEA Public Schools 18+ students, February 20
- Participated at Rowe High School job fair for parents, February 20
- Participated at Sharyland Transition Fair, February 28
- Continued recruitment at La Joya ISD 18+ program to start classes in April
- Continued recruitment for two cohorts of Education Aide through the Region One AEL grant to start classes in March
- Continued recruitment for Phlebotomy Technician class in Starr County through the Texas Mutual grant to start in April
- Continued weekly orientations for GED programs
- Started recruitment for CDL Self Sufficiency training grant and CDL Apprenticeship grant

CARLOS MARGO
DIVISION DEAN – CENTER FOR ADVANCED TRAINING & APPRENTICESHIPS

DIVISION DEAN'S REPORT:

- Attended Ribbon Cutting for Nursing Simulation Center, February 1
- Attended The Texas Mutual Post Award Discussion, February 1
- Attended meeting with Dr. Petrosian to discuss staffing plan, February 5
- Attended Hispanic Chamber Monday Mixer, February 5
- Attended meeting with Dr. Petrosian regarding revenue and expenses, February 8
- Attended STEM RAP Post Award meeting, February 8
- Attended STC Professional Development online session, February 9
- Attended meeting with Dr. Petrosian regarding CE Coding, February 12
- Attending meeting to discuss outstanding debt owed by client, February 12
- Participated in call with Mission EDC and Mission Chamber of Commerce to discuss panel questions, February 13
- Attended meeting with STC Business Office regarding SDF Analysis, February 13
- Participated as panelist in Mission Chamber of Commerce Buenas Tardes Luncheon, February 15
- Attended Grand Opening of McAllen Surgery Center, February 19
- Attended Board Meeting for the RGV Hispanic Chamber of Commerce, February 20

- Participated in BCT and Foundational Grant Meeting, February 21
- Attended the RGV Disaster Ready Expo at the STC Mid-Valley Campus, February 23
- Participated in TWC SSF Contract Orientation, February 27
- Participated in meeting t discuss BCT & Foundational Grant, February 27
- Attending meeting to discuss Workforce Summit Panel, February 27
- Participated in meeting to discuss promotion of CEED course offerings, February 28
- Creation of Office for Apprenticeship procedures manual (on-going)
- Compliance review and updating of apprenticeship records (on-going)
- Development and promotion of activity plan for Mission CEED Building
- Revisions to apprenticeship programs under development (Veterinary Technician) submitted to the USDOL for approval
- Updating of department procedures manual inclusive of proposed staffing and department changes
- Building of modular homes at STC Technology Campus for CATA construction programs—Phase II
- Expansion of high-demand RAPs such as Construction Superintendent
- DOL RAP training for new CATA Apprenticeship Manager and Navigator positions
- Preparation for RN apprenticeship implementation. On going discussions with TWC and DHR Health
- Research and development of solar panel incubator project –Pending McAllen EDC follow up
- Electric/autonomous Vehicle manufacturing and maintenance program (Business incubator partnership. Waiting on MEDC)
- Presentation and tour for prospective McAllen employers
- Business Retention and Expansion cooperation with McAllen EDC
- EDC of Weslaco retail and industrial training initiatives—Initiated training for new funding cycle.
- Heavy machinery operator safety program—initiated program in Starr County, pending new cohort for Hidalgo county employees
- Planning for an STC Office of Industrial Safety
- Continued Preparation of work space for the approved STC Center for Apprenticeship Training
- Outreach to employers and school districts to promote grant and contract training
- Work on CATA grant budget amendments—capacity building initiatives.
- Collaborated with Workforce Solutions regarding on going partnerships for training unemployed individuals
- Researched state and national workforce grant opportunities
- Review and oversee all grant revenue, expenses enrollment and strategies.
- Oversee and review monthly revenue projections from CATA staff
- Strategized new avenues to expand registered apprenticeship programs
- Manufacturing training targeting unemployed individuals
- Summer Robotics Campus (Annual)
- Foster Youth to Registered Apprenticeship training program (Desi Holmes, TWC, on going)
- EV Technicians and AI apprenticeship program
- Developed strategies for year-round youth robotics programs
- Researched national health care apprenticeship programs
- Updated STC CATA IE plan
- Planned International program/course and outreach initiatives

LEONEL O. GARCIA -THE INSTITUTE FOR ADVANCED MANUFACTURING

Director's Report:

- Met with PSJA on the continuation of the Veterinary Technician Program for Spring 2024. February 2
- Met with Region One on multi camp initiative involving 23 schools across the Region One service area. February 5
- Work with Dual Credit area to collaborate and identify non-credit programs. February 13
- Attended the McAllen EDC Board of Directors meeting. February 15

- Attended the Buenas Tardes Luncheon on the Future of Workforce February 15
- CATA staff attended and presented at the Rural STEM Family Night at San Isidro. February 15
- Hosted GearUp Region One Mars Camp. February 16
- Attended STMA Meeting. February 20
- Attended meeting at Palmview P-Tech to discuss Apprenticeship initiative. February 22
- Attended the RGV Disaster Expo at Mid-Valley Campus. February 23
- Discussion on Trainer pay rates. February 23
- Work on proposal for Building Construction Trade and Foundational Grants. February 27

Enrollment and Recruitment:

- Target unduplicated enrollment for FY24 is 3,700
- Unduplicated enrollment through the end of February: 1,338 students
- Enrollment and Recruitment consisted of the following:
    - Collaborated with DHR on recruiting employees for the IT program.
    - Partnered with Johnson Controls to facilitate a CPR course.
    - Assisted Cano Trucking in recruiting participants for the construction superintendent program.
    - Worked with Petwise on an ISO course and other business-related courses. Recruited employees for a Leadership course at Sunrise Produce.
    - Teamed up with Montalvo Insurance for Excel course participants.
    - Organized a strategic recruiting breakfast with Weslaco EDC and 10 organizations. Coordinating with the City of Weslaco Employees to open a sexual harassment course for over 300 employees.
    - Confirming training courses for Colimex based on company needs.
    - Recruited participants for a construction course at Holchemont.
    - Engaged with SAMES regarding various courses they are interested in.
    - Conducted trailer inspections for Interlink on 02/3/24 and 2/10/24.
    - Provided PPE training for Petwise on 02/5/24.
    - Conducted Warehouse Safety training for Petwise on 2/12/24.
    - Administered PPE training for ALPS on 2/20/24.
    - Delivered Fire Extinguisher training for ECO Plastics on 2/23/24 (2 groups).
    - Facilitated Microsoft Excel (self-paced) and Microsoft Word (self-paced) courses for Cinch on 2/14/24.
    - Actively recruiting for Human Resources Fundamentals training.
    - Recruiting ALPS Alpine for Microsoft Excel training from the Custom Guide portal.
    - Recruiting participants for ESL training at Cinch.
    - Recruiting participants for Tag Out/Lock Out training at ECO Plastics. Recruiting participants for OSHA 10 training at Greenlight.
    - Recruiting participants for Forklift training at Valley Die Castings, Inc.
    - Disaster Ready Expo:
        - Coordinated with Region One for a presentation to parents on Disaster Preparedness. Collaborated with Marion Betancourt from Hidalgo County Office of Emergency Management for the "Disaster Preparedness" session. Approximately 80 parents attended the presentation. Attended and coordinated sessions at the Disaster Ready Expo on February 23.
    - Mutual Insurance Grant (1):
        - Recruited and scheduled participants for the last OSHA 30 General Industry course, with 20 out of 25 attendees completing the training. February 2024
    - Mutual Insurance (2):
        - Presented and recruited participants for the upcoming OSHA 30 Construction course starting March 22, 2024, with a maximum of 20 students. Presented and recruited participants for OSHA 10 General Industry, with participants from Red Sun Farms, Interlink, and Regal Rexnord DC. Presented and recruited participants for OSHA 10 General Industry at Pueblo Tires, with 20 participants scheduled for on-site training. Collaborating with Pharr EDC to schedule an OSHA 10 General Industry for Small Businesses in the City of Pharr. February 2024
    - Mexico:
        - Conducted conference calls with nVent regarding an ESL class for one participant and Industrial Automation Courses for a group of at least 11 participants. Conducted a conference call with Christus Muguerza regarding an ESL class for one participant. The company is also interested in starting another cohort in robotics. February 2024

MARISOL CHAVEZ APPRENTICESHIP MANAGER

- Attended Ribbon Cutting Ceremony for VIDA- Intelligent Video Solutions Visit February 1
- Reviewed first draft of CATA Apprenticeship webpage information February 2
- Meeting with PSJA ISD to provide Vet Tech program update February 2
- Submitted Quarterly Report to Texas Workforce Commission February 8
- Meeting with Vet Tech instructor to finalize curriculum development for new course February 8
- Met with grants to discuss EDA Implementation Grant February 8
- Coordinated with PSJA ISD list of supplies for new courses for Vet Tech Apprenticeship February 8
- Attended CWPOD Staff Professional Development Day February 9
- Created initial report for TWC with list of all apprentices enrolled in all active Grants February 10
- Attended Apprenticeship Task Force Meeting February 13

- Meeting with faculty to discuss CNC Apprenticeship next cohort dates February 15
- Attended South Texas Manufacturing Association February Meeting February 20
- Started a new cohort for Construction Superintendent Apprenticeship with 26 apprentices February 21
- Meeting with P-Tech & Gear up at La Joya ISD to discuss Youth Apprenticeship Opportunities February 22
- Uploaded to RAPIDS 37 new apprentices February 24
- Attended Career Connect TX Data Collection meeting February 26
- Completed Apprenticeship Data report February 27
- Coordinated tour of Pecan Campus for Workforce Solution's Apprenticeship Summit event February 27
- Meeting with South Texas ISD to discuss Paralegal Youth Apprenticeship opportunity February 28
- Coordinated room reservations for Spring/Summer course offerings at the CEED building February 28
- Reviewed and submitted to the DOL 3 completion of apprenticeship request, February 28
- Received 16 Certificates of Completion for Apprenticeship from Department of Labor February 29

Recruitment:

- Hidalgo County- Apprenticeship Programs Opportunities February 1
- STC Student Veterans of America Meeting- IT and Construction Superintendent Apprenticeship Opportunities February 6
- Holchemont, LTD- Construction Superintendent recruitment February 12
- Veterans Upper Bound Program- Construction Technician and Construction Superintendent February 12
- Riverline Constracting LLC- Construction Superintendent Apprenticeship recruitment February 18
- 8/A Builders LLC- Construction Superintendent Apprenticeship recruitment February 19
- Central AC and Heating - Construction Superintendent Apprenticeship recruitment February 19
- Vexus Fiber- Computer User Support Specialist Apprenticeship recruitment February 23
- City of Mcallen- Computer User Support Specialist Apprenticeship recruitment February 23
- City of Mission- Computer User Support Specialist Apprenticeship recruitment February 26
- City of Alton- Computer User Support Specialist Apprenticeship recruitment February 26
- Hidalgo County Veterans Services- Construction Superintendent Apprenticeship recruitment February 26
- Hidalgo County HR - Computer User Support Specialist Apprenticeship Recruitment February 27

- City of La Joya- Computer User Support Specialist Apprenticeship recruitment February 27
- City of Pharr- Computer User Support Specialist Apprenticeship recruitment February 27
- City of Donna- Computer User Support Specialist Apprenticeship recruitment February 27
- City of Weslaco- Computer User Support Specialist Apprenticeship recruitment February 28

DANIEL MONTEZ
ADMINISTRATOR – MID-VALLEY CAMPUS
CAMPUS ENGAGEMENT:

- Attended STC meetings and training district-wide:
    - Participated in Microsoft OneDrive Training online, February 16
    - Participated in ADN ACEN Reaffirmation Onsite Visit for NAH Division at MVC, February 27
    - Attended Coordinated Operations Council Meeting, February 29
- MVAC meeting was held to discuss various issues, events, and campus updates, February 1
- Digital Learning Symposium was hosted by Digital Learning Department at MVC including a keynote speaker and various breakout workshop sessions, February 2.
- Transfer and Educational Advancement Center hosted College Fair, February 6
- Office of Student Rights and Responsibilities hosted information and craft table, February 14
- Disaster Ready EXPO was held in collaboration with Region One Education Service Center-GEAR UP and included several local community officials and keynote speakers. Approximately 300 students and 100 parents from ten ISDs from Hidalgo and STARR counties, attended workshops and certification courses hosted by DPS, DHR Emergency Management, AEP, Weslaco Fire Department, Weslaco Police Department, and STC Security along with various other emergency preparation organizations. Twenty vendors hosted information tables. Keynote speakers included weather and meteorology experts, February 23

COMMUNITY ENGAGEMENT:

- Attended various local community organizations and school district events in the Mid Valley.
    - Groundbreaking: Precinct 1 Hike & Bike Trail, February 7
    - Ribbon Cutting: Tortilleria & Carniceria Progreso LLC, February 26
    - Ribbon Cutting: RIVA Institute of Cosmetology, February 28
- The United Way hosted Volunteer Income Tax assistance for the community on Mondays (9 am-12 pm) & Wednesdays (4-7 pm), various dates
- US Marines hosted Information and Recruitment Table/Pull Up Bar Challenge, February 14
- Gideons International hosted Scripture Distribution, February 19
- IDEA Public Schools hosted FAFSA/TAFSA Student Support Workshop for IDEA alums in preparation for upcoming semester registration, February 20
- Region One Education Services-GEAR UP hosted "rethINK" series including approximately 70 students and participated in various workshops, February 26

ENROLLMENT ACTIVITIES:

- Continuing Education/CDL Training Program hosted information and recruitment table, February 1
- Financial Aid Department hosted Financial Aid Fair to provide assistance to STC students

DR. ARTURO MONTIEL
ADMINISTRATOR – STARR COUNTY CAMPUS
CAMPUS ENGAGEMENT:

- Attended monthly Starr County Community Coalition meeting with mission to keep young people off of drugs & alcohol
- Coordinated with Continuing Education department to offer a variety of programs on campus
- Worked with RGCGISD to use campus facilities to hold welding classes during ISD construction expansion
- Prepared space for ISD students to have breakfast served in Workforce Building D

- Communicated with local Autism group to host annual event on campus
- Conversation with Taco Palenque to open in April to serve students and community on campus
- Hosted at-risk students from IDEA Academy – Starr County with message to "stay in school".
- Held semester Faculty meeting on campus to discuss current and future events
- Meeting with Sherriff political candidate to speak to students on campus

COMMUNITY ENGAGEMENT:

- Starr Council Meeting, February 5
- CLE Welcome Event, February 6&7
- Spring 2024 College Fair, February 7
- Student Activities & Wellness "Super Bowl Tailgate Party", February 7
- Starr County History Exhibition-Life & Death on the Border, 1910-1920, February 7
- Bi-Annual Planning, February 8
- Staff Meeting, February 8
- Student Leadership Academy, February 8
- Table Top Club, February 12
- Student Activities & Wellness "Valentine's Day", February 14
- Student Activities & Wellness "Anti-Valentine's Day", February 15
- Student Rights and Responsibilities Information Booth, February 15
- Biology Department Meeting, February 16
- Faculty Meeting, February 19
- Library Pop-Up, February 19
- Student Activities & Wellness "Table Top Club", February 19
- Student Activities & Wellness "National Muffing Day", February 20
- Recruiting CDL, February 20
- Student Activities & Wellness "Mardi Gras Soiree", February 21
- Dual Credit Programs: CTE Programs Fair, February 22
- Student Activities & Wellness "Pokémon Day", February 27
- Summer of Soul Screening, February 27
- Student Activities & Wellness "National Science Day", February 28
- Rio Grande City Job Fair, February 29
- Student Mentors Staff Training, February 29
- Music club meeting, February 29

ENROLLMENT ACTIVITIES:

- Encouraged students via email on campus to "register now" for summer/fall 2024 classes.
- Engaged students face/face on campus to encourage "register now" for summer/fall 2024 classes.
- Emailed current students/faculty/staff about Continuing Education courses offered.
- GPS & SSS scheduled early registration for current students.
- Dual Credit event to inform and register 9th grade students in courses offered at school districts and on campus.

ASHLEY GONZALEZ
ACADEMIC INITIATIVES OFFICER

ATTENDED OR HELD MEETINGS AS FOLLOWS:

- VIDA Ribbon Cutting Ceremony, February 1
- Perkins CLNA Workshop 1-307996, February 1
- ILC February Meeting, February 2
- Workforce Summit Check-in Meeting with VPAA, February 5
- Workforce Summit Check-in Meeting with ET, February 5
- Google Cybersecurity Grant Development Meeting, February 6
- Firehouse Sub Grant Meeting with BPST and OSI, February 6
- TRUE Grant Implementation Discussion, February 8
- TRUE Grant Discussion with Financial Aid, February 8

- American Institute of Architects Tournament Meeting, February 8
- College-wide Professional Development Day, February 9
- TRUE Grant Award Kick-off Meeting, February 13
- Library of Congress, Teaching with Primary Sources Grant, February 14
- Workforce Summit Logistics Meeting, February 15
- Grant Planning with BPST Meeting, February 15
- Committee Meeting, February 16
- City of McAllen Grant, February 19
- Toolkit Tagging Questions with Purchasing and BPST, February 20
- Firehouse Sub Grant Check-in, February, 21
- BCT & Foundational Grant Meeting, February 21
- Perkins CLNA Workshop-308020, February 23
- RGV Partnership Leadership Committee, February 26
- TRUE Grant Logistics Meeting, February 26
- CATA Grant Check-in, February 26
- Workforce Summit Meeting Check-in, February 27
- BCT & Foundational Check-in, February 27
- LRGV-AIA Committee Meeting, February 28
- Governor's Merit Grant Logistics Check-in, February 29

PROJECTS:

- VIDA Ribbon Cutting Ceremony, February 1
- Perkins CLNA Workshop 1-307996, February 1
- ILC February Meeting, February 2
- Workforce Summit Check-in Meeting with VPAA, February 5
- Workforce Summit Check-in Meeting with ET, February 5
- Google Cybersecurity Grant Development Meeting, February 6
- Firehouse Sub Grant Meeting with BPST and OSI, February 6
- TRUE Grant Implementation Discussion, February 8
- TRUE Grant Discussion with Financial Aid, February 8
- American Institute of Architects Tournament Meeting, February 8
- College-wide Professional Development Day, February 9
- TRUE Grant Award Kick-off Meeting, February 13
- Library of Congress, Teaching with Primary Sources Grant, February 14
- Workforce Summit Logistics Meeting, February 15
- Grant Planning with BPST Meeting, February 15
- Committee Meeting, February 16
- City of McAllen Grant, February 19
- Toolkit Tagging Questions with Purchasing and BPST, February 20
- Firehouse Sub Grant Check-in, February, 21
- BCT & Foundational Grant Meeting, February 21
- Perkins CLNA Workshop-308020, February 23
- RGV Partnership Leadership Committee, February 26
- TRUE Grant Logistics Meeting, February 26
- CATA Grant Check-in, February 26
- Workforce Summit Meeting Check-in, February 27
- BCT & Foundational Check-in, February 27
- LRGV-AIA Committee Meeting, February 28
- Governor's Merit Grant Logistics Check-in, February 29

ACADEMIC GRANTS:

- Child Development Associates (CDA) Credential Program – Division of Social Behavioral Sciences
- Childcare Access Means Parents in School (CCAMPIS) Program– Division of Social Behavioral Sciences
- Child and Adult Care Food Program Application Renewal – Division of Social Behavioral Sciences
- TWC Child Care Relief Funds – Division of Social Behavioral Sciences
- Bridges to BA Research, Subaward with UTRGV – Division of Math, Science, IT & Bachelor Programs
- Be Aware 2: Bioenergy and Water for Agriculture Research and Education (Subaward for UTSA & UTRGV) – Division of Math, Science, IT & Bachelor Programs
- DHSI Grant Academic Coaching – Division of Math, Science, IT & Bachelor Programs
- NSF – 6S Academy – Division of Math, Science, IT & Bachelor Programs
- STARTREC Grant (subaward from UTRGV) – Division of Math, Science, IT & Bachelor Programs
- TAB Marketing & Recruitment – Division of Math, Science, IT & Bachelor Programs
- Pathways to NRCS and Academic Career to Civil Engineering and Agriculture Students (PANACEAS, sub-award to UTRGV) – Division of Math, Science, IT & Bachelor Programs
- Lumen Learning Project– Division of Math, Science, IT & Bachelor Programs
- University Transportation Centers Program – Division of Math, Science, IT & Bachelor Programs
- Gene Haas Foundation Scholarships – Division of Business, Public Safety, and Technology
- Kenedy Memorial Foundation – Division of Business, Public Safety, and Technology
- WE CAN TX – Division of Business, Public Safety, and Technology
- PATH, Region One - Division of Nursing & Allied Health
- Healthcare Professionals Program, Hidalgo County - Division of Nursing & Allied Health
- Nursing Shortage Reduction Program - Division of Nursing & Allied Health
- Nursing Shortage Reduction Program GEER II - Division of Nursing & Allied Health
- I3 Heal2 Project - Division of Nursing & Allied Health
- Healthcare Professional Enhancement Program, City of McAllen, - Division of Nursing & Allied Health
- JET Grant, TWC, Vocational Nursing Program, - Division of Nursing & Allied Health
- JET Grant, TWC, EMS Program, - Division of Nursing & Allied Health
- Texas Industry Partnership, TWC, - Division of Nursing & Allied Health
- AT&T Aspire Program, - Division of Nursing & Allied Health
- TexPREP Roma ISD - Dual Credit Programs
- TexPREP Hidalgo ISD - Dual Credit Programs
- Skills for Small Business, TWC - Continuing Education
- Progresando Grant - Continuing Education
- HEP Grant - Continuing Education
- Prioritizing Adult Community College Enrollment (PACCE) - Continuing Education
- TRUE2 - Continuing Education
- TX Expansion Grant, 2022 Apprenticeship - Continuing Education
- Workforce & Safety Training Grant - Continuing Education
- Child care Apprenticeship Grant - Continuing Education

MONICA PEREZ
ACADEMIC OPERATIONS OFFICER
ATTENDED OR HELD MEETINGS AS FOLLOWS:

- Attended graduation meeting regarding Spring 2024 Commencement Ceremonies, February 6
- Met with Continuing Education to discuss room conversion, February 6
- Met with the BPST Division to discuss budget planning for FY24-25, February 14
- Attended the RCPSE Two-Story Residential Fire Training Structure Bi-weekly Construction Progress meeting, February 14
- Attended the Technology Campus Welding Lab Expansion Building F Bi-weekly Construction Progress Meeting, February 14
- Attended the MVC Automotive Lab, HVAC-R Classroom and Outdoor Area, and Welding Lab Expansions Bi-weekly Construction Progress Meeting, February 14

- Attended the Business Office Training Technology Workshop, February 16
- Attended the Starr County Campus Automotive Lab Expansion and HVAC-R Outdoor Area Bi-Weekly Construction Meeting, February 21
- Met with HRIS to discuss Workday Period Activity Pay (PAP) regarding faculty compensation, February 22
- Met with FPC, Architect, and Continuing Education to discuss the Pecan West Continuing Education Project, February 23
- Attended the South Texas College AY 25-26 Academic Calendar Committee Virtual Meeting, February 23
- Attended the RCPSE - Two Story Residential Fire Training Structure - Bi-Weekly Construction Progress Meeting, February 28
- Attended the Technology Campus - Welding Lab Expansion Building F Bi-Weekly Construction Progress Meeting, February 28
- Attended the MVC Automotive Lab, HVAC-R Classroom & Outdoor Area, and Welding Lab Expansions Construction Meetings, February 28

PROJECTS:

- Continued working on Faculty Load and Compensation (FLAC) for Academic Affairs Division
    - Continue creating internal procedures for Academic Affairs Division
    - Begin identifying dates for Summer 2024 FLAC Calendar
    - Begin the Summer 2024 Payroll Pay Dates & Fraction of Payment schedule with BO and HR
    - PEPFLAC for contract types: 90, OV, 45, NA, DC, and PS
    - PEPFLAC for part of terms: 1, K1, M0, M2, M5, M8, N1, N5, and N12
    - Total faculty records processed for electronic compensation: 1,706
    - PEPFLAC for part of terms: N3, N4, and N6
    - Total faculty records processed for electronic compensation: Pending
- Continued working with Facilities and Maintenance on office space, building renovations, and space modifications across all campuses
    - Pecan Campus: Cooper Center Expansion
    - Pecan Plaza: Continuing, Professional & Workforce Education; Kinesiology Building
    - Technology Campus: Master Plan for buildings A and B; Building B Automotive Lab Exhaust System
    - Worked with departments on processing and completing move/set up requests
- Begin working on identifying participants for processional for the Spring 2024 Commencement Ceremonies
- Begin working on revisions and additions to the 2024-2025 Tuition and Fee Schedules
- Continue overseeing scheduling and maintenance of Active Learning Classrooms district-wide
- Continue working on revisions for the FY24-25 Pay Plan
- Finalized updates for the annual FY24-25 Staffing Plan
- Continue working on revisions for the FY24-25 Budget Development

Finance & Administrative Services

SOUTH TEXAS COLLEGE

TO: DR. RICARDO J. SOLIS, PRESIDENT

DATE: MARCH 26, 2024

SUBJECT: ACTIVITY REPORT FOR FEBRUARY 1, 2024, THROUGH FEBRUARY 29, 2024

OFFICE OF THE VICE PRESIDENT OF FINANCE AND ADMINISTRATIVE SERVICES ACTIVITY REPORT

Vice-President: Mary G. Elizondo, MBA, CPA, CFE, CGMA

February 2024

SOUTH TEXAS COLLEGE

"Accountability through Clarity, Engagement, and Transparency"

The Finance and Administrative Services (FAS) Division provides services for success in innovative ways to ensure a cooperative relationship with all departments. The FAS division is responsible for fiscal responsibility, acquiring resources in a timely manner, recruiting qualified personnel, providing and maintaining safe and adequate facilities, and all other support services necessary to ensure a productive learning and working environment.

MEETINGS

- Board of Trustees- Regular and Special meetings
- Budget Calendar review for FY 2024-2025
- Cabinet meeting updates
- CATA meeting overview on funding status
- Committee Packet review with the President
- Continuity of Operations Plan (COOP) meeting
- Continuous Quality Improvement department formation review
- Coordinated Operations Council (COC) meeting
- Credit Card Expense reports review
- Electricity Bill Management Report review
- Enterprise Resource Planning (ERP) conversion project updates
- ERP – Board presentation slides review
- ERP – FAS Session on Finance Projects
- ERP Weekly Status meeting updates
- Facilities & Finance Committee meeting
- FAS Facilities Planning updates
- FAS Operating Budget & Fund Balance review meeting
- FAS Project Manager updates
- FAS Safety meeting updates
- Finance and Board packet items review
- Finance Budget Weekly Meetings
- FY 2024 Budget, Staffing, and Pay Plans
- Human Resources (HR) bi-weekly updates
- Institutional Leadership Council meeting
- Legal Counsel call on various matters
- Master Unexpended Plan Fund Budget and R&R Report updates
- Music Facility Expansion Project meeting
- Performance Appraisals
- Popular Report, Investment, and Management Report updates
- Position Reclassification forms discussion/review
- Purchasing presentation and other items
- State Appropriation Funding and Budget
- State of the City luncheon
- TACCBO Conference planning meeting agenda review
- Title IX Committee updates on Employee & Student Cases

CURRENT PROJECTS

- 2024 Jaguar Spot Check survey
- Activity Report for Board
- Auxiliary Fund Reserve and Reconciliations
- Board Budget Presentation
- Board packet review
- Budget Amendment for FY 2023-2024
- Budget Guidance priorities
- Budget Reserve levels
- Budget Transfer approvals
- Capital Improvement Projects Master Budget review of presentation
- CLE DW Pool budget review
- Clery Crime reporting form submission
- College-wide Risk Assessment
- Community College Historical Performance data review
- Comprehensive Operational Plan status reports
- Creating Magic Student Scholarship program
- Custodial Hiring updates
- District-Wide Portable buildings and signage review
- Draft Board Evaluation of Architects for District Office
- Ellucian Banner Report review
- Employee Benefits and Associated Costs
- Enrollment and Performance Outcome Projections
- Enrollment Headcount and Credit Hour reports
- ERP – Staff functions report
- ERP – Workday Project timeline
- ERP Implementation "spotlight" newsletter update
- Evaluation Committee instructions
- Excess Fund Allocation and Comparison reports
- Expenditure Budget analysis
- Facilities Operations and Maintenance Construction Projects & Space Modification Projects
- Facility use fees report and agreement
- Faculty Hires and Direct Wage Report review
- FAS Account Reconciliations
- FAS Division Risk Assessments
- FAS FY 25 Preliminary Budgets
- FAS Operating Budget & Fund Balance review
- FAST funds review
- Fund Balance presentation review
- FY 2025 Administrative Salary requests
- FY 2025 Budget Guidelines and Priorities
- FY 2025 Budget Planning Calendar
- FY 2025 Budget, Staffing, and Pay Plans
- FY 2025 Staffing Plan priorities
- FY 2025 Tuition & Fee Schedules – Proposed Changes
- Hiring Report review
- History trends on legal counsel payments
- Human Resources policies on promotion/compensation plans
- Institutional Effectiveness Plan updates
- Insurance RFP updates
- ITED Revenue and Expenditure reports
- NOE's review and approvals
- Office of Continuous Improvement
- Optional Tuition Waiver
- Organizational charts requests college-wide
- Performance Appraisals
- Plan Funds Expenditure review and approvals
- Position Reclassification forms review and approval of requests
- Position Vacancy Reports for FAS Division
- Proposed Facilities Use fees
- Public Information requests
- Purchasing Acquisitions, Contracts, and Solicitation projects
- Purchasing policies updates
- Review and Approval of documents
- Risk Assessment reports updates
- Salary Savings Report for FAS Division
- STC Agreements review of expiring contracts
- STC Foundation Accounting/-Financial Reports
- TACCBO Accounting Financial reports
- TACCBO Annual Conference Planning meeting agenda including review of topics and speakers
- TASB Policies review: Local Policies Report Card and Current STC Policies review.
- Timeclock Plus (TCP) approvals
- Title IX Policies review
- Travel – Chrome River approvals
- Tuition and Fees Fall Revenue Report & Schedule for FY 24
- Unexpended Plant Fund for 5-year Budget and R&R budget presentation
- Vacation Balances and Extensions
- Valley Metro Purple Line Transportation Route review
- Water tower College logo replacement

BUSINESS OFFICE
ACTIVITY REPORT
Myriam M. Lopez, Comptroller
February 2024

SOUTH TEXAS COLLEGE

KEY FACTS
STAFF: 77
*including Cashier Sub-Department

The Business Office provides financial and administrative services by maintaining the general ledger and related accounting records; processing transactions; performing financial duties in response to campus and external needs; adhering to external financial requirements; and providing internal management reports.

ACCOMPLISHMENTS

- Achieved 100% Timely Payment of Taxes/Benefits
- Achieved 100% Payroll Accuracy rate for amount of salaries paid
- Achieved 99% Payroll via Direct Deposits
- AA General Obligation Bond Rating issued by Standard & Poor's
- Aa2 General Obligation Bond Rating issued by Moody's
- Go Live happened with IPS

ON-GOING PROJECTS

- Workday ERP Conversion
- New Technology Account Codes Setup
- Continued progress with AP Automation Project

DIRECT DEPOSIT AND PAPER CHECKS FEBRUARY 2024

Payroll & Position Control: This Department provides accurate and quality payroll operations for all South Texas College Faculty, Staff, and Administration.

The Position Control department assists the college's departments in maintaining their salary funds throughout the fiscal year. The department also assigns budgeted sources to positions and performs non-sufficient fund checking.

SALARY EXPENSE FOR FEBRUARY 2024

FEBRUARY 2024 AP TOTAL DISBURSEMENT TYPES

Accounts Payable & Travel: Accounts Payable department processes payments for goods and services purchased by South Texas College. Accounts Payable also ensures that payments are timely received by our vendors and is responsible for the printing and distribution of checks with the exception of Payroll checks.

The Travel office performs functions such as reimbursement of incurred travel expenses and the payment of conference registration fees on behalf of the individual, group and/or student travelers.

TRAVEL EXPENSE BY DIVISION FEBRUARY 2024

INVESTMENT PORTFOLIO BY FUND TYPE

Cash Management: The Cash Management Department provides cash management services to the college community by overseeing its liquidity, and initiating electronic payments for college obligations. The department also assists with investments, debt management and serves as a liaison between banks, financial institutions, credit card processors, and the College.

INVESTMENT SOLICITATIONS

Budget: The Budget Department is responsible for assisting the college's departments in maintaining their budget throughout the fiscal year. It processes budget transfers and performs non-sufficient fund checking.

TOTAL REVENUE BUDGET BY SOURCE

TOTAL REVENUE YTD BY SOURCE

REVENUES BY SOURCE

EXPEDITURES BY CLASSIFICATION

TOTAL EXPENSE BUDGET BY CLASSIFICATION

TOTAL EXPENSE YTD BY CLASIFFICATION

FY 2024 TAX RATE

General and Construction Accounting: General Accounting Department provides timely and accurate monthly management and board reports, prepares and analyzes the college's fixed assets report, sets up chart of account codes as needed, reconciles cash, and fixed assets in a timely manner.

The Department also maintains accounting and budgetary records for all of the College's construction projects and maintains accounting records for construction in progress, buildings, infrastructure and land improvements.

Grants and Contracts: Grants office serves as a financial and administrative liaison between College faculty/staff and grantors. It also assists to ensure that the College carries out all sponsored program activities in accordance with applicable regulations.

Accounts Receivable & Financial Aid Accounting: The Accounts Receivable department is the centralized billing and collection point for delinquent or bad debt student accounts and third-party accounts. Also performs periodic Federal Financial Aid student award drawdowns from the Department of Education automated processing system and resolves accounting discrepancies with appropriate Financial Aid personnel.

STUDENT PAYMENT BY TYPE

BUSINESS OFFICE

SOUTH TEXAS COLLEGE

DEPARTMENT OF PUBLIC SAFETY ACTIVITY REPORT

Ruben Suarez, Chief of Police

February 2024

SOUTH TEXAS COLLEGE

Providing a safe educational environment for students, faculty, staff, and campus visitors.

STAFF

Department Staff: 73

- 23 Commissioned Peace Officers
- 6 Licensed Telecommunications Operators
- 44 Civilian Employees

DEPARTMENT OF PUBLIC SAFETY AREAS

- Police Services
- Dispatch
- Emergency Preparedness and Training
- Campus Safety
- Parking Services
- Jag Express

24/7 DISPATCH
956.872.4444

212 Calls for service

2,419 Incoming Calls

POLICE SERVICES

- Police officers went through annual recertification courses.
- Maintained daily Clery Crime Log for all STC campuses.
- Continued planning the Automated Records Management system upgrade.
- Police personnel attended multiple trainings throughout the month.
- Held interviews for two police officer vacancies.

NUMBER OF INCIDENT REPORTED IN JANUARY 2023

PARKING AND SECURITY SERVICES

- Provided security services seven days a week district wide.
- Completed 22 parking event requests districts wide.
- Provided crosswalk and traffic control.
- Attended graduation meeting to start Spring Commencement planning.

PARKING PERMIT ISSUANCE

SAFETY AND EMERGENCY MANAGEMENT SERVICES

- Held Civilian Response to Active Shooter Phase 1 training online via Microsoft Teams
- Provided surgical and KN95 masks district wide
- Continued planning for full scale Active Shooter exercise.
- Conducted mandatory fire drills at the Mid-Valley campus, Building C, Pecan campus, Building P, and Starr County campus, Building B.
- Held CPR/First-Aid training at the Pecan campus.

SURVEILLANCE CAMERAS

- Continued maintaining, upgrading, adding, and replacing cameras district wide.
- Continued working with Facilities, Planning, and Construction on arranging camera locations for renovations and remodels districts wide.
- Started planning projects for FY 24-25 fiscal year.

JAG EXPRESS SERVICES

- Yellow Line:
  Service between Pecan, Technology, and NAH campuses.
- Green Line and Route 60:
  Service between Starr and Pecan campuses.
- Attended the Regional Transportation Advisory Panel subcommittee meeting.
- Submitted Transportation report to the Lower Rio Grande Valley Development Council (LRGVDC) – Valley Metro.

DEPARTMENT OF FACILITIES PLANNING AND CONSTRUCTION

ACTIVITY REPORT

Ricardo De La Garza, Director

February 2024

SOUTH TEXAS COLLEGE

KEY FACTS

- STAFF: 11
- FACILITIES:
  - **5** Full Service Campus
  - **3** Centers
  - **1** On Line Campus
  - **391** Sq. FT.
  - **2,065,731** Acres
  - **55** Permanent Buildings
  - **53** Portable Buildings

- RESPONSIBILITIES:
  - Planning and construction of Capital Improvement Projects
  - Planning and construction of Deferred Maintenance Program Projects
  - Bond Construction Program Coordination
  - Space Modification Requests
  - Maintaining furniture standards, approval of furniture purchases, distribution of furniture inventory, and furniture replacement program.
  - Staff, faculty, and furniture & equipment move requests.
  - Assist faculty and staff with nameplate ordering.

CURRENT & ON-GOING PROJECTS

PECAN CAMPUS

- Ann Richards Building A Office Renovations – Project Complete.
- Cooper Center for Performing Arts Building L Music and Dance Expansion & Renovations Phase I– Pending Board Approval of Additional Scope in Rehearsal Space/Construction Document Phase.
- Cooper Center for Performing Arts Building L Music and Dance Expansion & Renovations Phase II Percussion Space– Pending Board Approval of Schematic Design/Budget/Architect's Additional Design Scope.
- North Academic and Humanities Building P Renovations for the Accountability, Risk, & Compliance and Institutional Equity Departments – Construction Phase-Substantial Completion.
- Pecan West Continuing Education Building – Conceptual Layout and Planning with Architect in Progress; Civil Engineering Services for Subdivision Plat in progress; Contract Negotiations for Civil Engineering Services for Parking and Site Improvements in Progress.
- Ann Richards Administration Building A Additional Parking Lot – Pending Board Acceptance of Substantial Completion.
- Kinesiology Building Phase I – Construction Document Phase.
- South Academic Building J Generator Replacement – Construction Phase.
- East Drive Resurfacing – Construction Complete.

MID VALLEY CAMPUS

- CLE Building A Renovation for Culinary Arts Program – Construction Complete.
- Workforce Building D Automotive Lab Expansion, HVAC-R Expansion and Welding Lab Expansion – Construction Phase.
- Stucco Repainting – Repainting of Buildings E, F & G Completed.
- South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas – Construction Phase for Roof Replacement-Substantial Completion; Construction Document Phase for Repair of Interior Areas.
- Child Development Center Portable Building PB L-2 Renovation – Construction Phase.
- Student Union Building F Financial Aid Renovation – Project Development Phase – Space Modification Project.

NURSING & ALLIED HEALTH CAMPUS

- Campus East Building A Stair Repairs and Replacement - Construction Complete.
- East Building A Occupational Therapy Kitchen Lab Expansion Renovation – Construction Complete.
- District Systems Office – Solicitation of Architects in Progress.
- NAH East Building A Generator Replacement – Construction Phase.

TECHNOLOGY CAMPUS

- Welding Lab Expansion – Construction Phase.
- Exterior Solar Panel Structures – Construction Complete.
- Truck Driving Range Expansion – Construction Phase-Substantial Completion.
- Advanced Technical Careers Building B Atrium Repainting – Design Phase.
- Resurfacing of Parking Lot #2 & Regrading of Existing Swales – Solicitation of Engineers in Progress.

STARR COUNTY CAMPUS

- Workforce Building D Welding Lab Expansion – Construction Phase: Pending Board Approval of Final Completion.
- Workforce Building D Automotive Lab and HVAC-R Expansion – Construction Phase.
- Stucco Repainting – Final Completion Buildings D, E, G, H, K, L & P.

REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE

- Safety Training Vehicles, Canopy for Students/Instructors and Fire Training area – Construction Phase: Final Completion.
- Skills Pad & EVOC Lighting – Construction Phase – Substantial Completion.
- Two Story Residential Fire Training Structure – Construction Phase.
- Parking Lot #1 for Additional Parking Spaces – Solicitation of Engineers in Progress.

DISTRICT WIDE

- DW Flooring Replacement Phase II – Construction Complete.
- DW Flooring Replacement Phase III - Design Phase.
- DW Stucco Repainting Phase II – Design Phase.
- DW HVAC Replacements Phase I (Mid Valley Campus) – Contract Negotiations with Engineer in Progress.

OFFICE OF ACCOUNTABILITY AND RECORDS MANAGEMENT

ACTIVITY REPORT

Jason Gutierrez, Director

February 2024

SOUTH TEXAS COLLEGE

KEY FACTS

STAFF	7

MISSION

The Office of Accountability and Records Management is dedicated to supporting South Texas College through services, programs, and initiatives aimed at facilitating process improvement, accountability, and adherence to records management requirements.

WHAT WE DO

- Oversee the policy localization program, including maintaining all local draft policies, review cycle process, and routine correspondence on new local board adopted policies.
- Policy Liaison for the College and TASB.
- Oversee the Records Management Program including, but not limited to provides trainings, maintains policy and procedure, manages record retention center inventory, issues routine correspondence on related matters.
- Supports institutional assessment and implementation of safety-related procedures, policies, and operations.
- Performs college-wide assessments on institutional operations and procedures giving specific attention to best practices and internal/external requirements.

CURRENT/ONGOING PROJECTS

Policy localization project and related assignments.
Multiple college-wide procedures
Enterprise Resource Planning Project

Out of 132 local policies slated for board adoption, **60** have been adopted as of **February 2024**.

PURCHASING AND DISTRIBUTION SERVICES
ACTIVITY REPORT
Deyadira A. Leal, Interim Director
February 2024

SOUTH TEXAS COLLEGE

KEY FACTS

STAFF	35

MISSION

To secure the best value in the acquisition of goods and services; maintaining an efficient system for delivery of goods and processing of mail for College departments; and maintaining an accurate and up-to-date inventory of the College.

LOCATIONS

Pecan Campus	Technology Campus
• Purchasing • Contract Management • Mail Services • Copy Center	• Central Receiving • Fixed Assets

PURCHASING

- Prepared RFPs/RFQs: FY2024 – **44 RFP's/15 RFQ's**
- Completed **830** Purchase Orders
- Comply Monthly with Legislative Budget Board and Texas Ethics Commission Reporting
- Completed **314** Airfare Purchases in FY2024
- **576** vendors registered on Bonfire Platform

CONTRACT MANAGEMENT

- Reviewed and Revised **26** Contracts/Agreements
- Assisted with Title IX Related Matters
- Negotiates and Approves Construction Contracts
- **187** contracts entered on Bonfire platform

CENTRAL RECEIVING

- Completed **345** deliveries totaling **9,477** boxes/packages
- Completed **38** Faculty/Staff moves
- Prepares surplus property for auction or disposal
- **4,913** Items Transferred/ Relocated

FIXED ASSETS

- Approved **12** new assets
- Adjusted **20** existing assets
- Coordinates the Annual Physical Inventory

MAIL SERVICES

- Process **2,742** pieces of outgoing mail
- Process overnight delivery requests.

COPY CENTER

- Completed **38,045** copies
- Service all 5 campuses

	YEAR TO DATE INFORMATION	NUMBER	AMOUNT
1	FY24 Purchase Orders	4,720	$61,361,241.93
2	College Assets	22,663	$423,406,232.83

OFFICE OF TITLE IX, 504, AND COMPLIANCE ACTIVITY REPORT

Todd C. Nelson, MBA, JD, Title IX and 504 Coordinator
Brenda Muñoz, Title IX and 504 Compliance Manager

February 2024

SOUTH TEXAS COLLEGE

WHAT WE DO:

- Promote an environment of respect and parity for all members of the campus community.
- Ensure compliance with relevant federal and state laws.
- Develop and implement policies and procedures.
- Offer trainings and educational opportunities.

WEBSITE: https://www.southtexascollege.edu/title-ix/

EMAIL: TitleIX@southtexascollege.edu

2024 CASES PER MONTH

TITLE IX
SOUTH TEXAS COLLEGE

CURRENT/ON-GOING PROJECTS:

- Administer and track mandatory training for incoming students.
- Oversee compliance for Title IX, Section 504, and grievance processes including intake, outreach efforts, supportive measures, investigations, and pregnancy and parenting appeal requests.
- Host college-wide events to promote Title IX, Section 504, and Compliance topics.
- Create and deliver custom training to faculty and staff on Title IX/ADA/504 and Compliance.

POLICIES/ PROCEDURES:

POLICY 4216 - Sex Discrimination, Sexual Harassment, Domestic Violence, Stalking and Retaliation Prohibited
https://admin.southtexascollege.edu/president/policies/pdf/4000/4216.pdf

DAA - Employment Objectives Equal Employment Opportunities
https://pol.tasb.org/PolicyOnline/PolicyDetails?key=632&code=DAA#legalTabContent

TITLE IX PROCEDURES
https://www.southtexascollege.edu/title-ix/files/Title-IX-Procedures.pdf

SECTION 504/ADA GRIEVANCE PROCEDURES
https://www.southtexascollege.edu/accessibility/504-grievance-procedures.html

SB 212 REPORT:

Under the Texas Education Code (TEC), Section 51.253(c), the institution's Chief Executive Officer is required to submit a data report at least once during each fall or spring semester to the institution's governing body and post on the institution's internet website a report concerning the reports received by employees under the TEC, Section 51.252 the type of incident described in the employee's report constitutes "sexual harassment," "sexual assault," "dating violence," or "stalking" as defined in the TEC, Section 51.251, and any disciplinary actions taken under TEC, Section 51.255.

Please see the link below for the latest SB 212 Report.

https://www.southtexascollege.edu/title-ix/annual-reports.html

OFFICE OF HUMAN RESOURCES
ACTIVITY REPORT
Dr. Zachary Suarez, Executive Director of HR and Talent Development

February 2024

SOUTH TEXAS COLLEGE

KEY FACTS

- Completed printing and electronic distribution of 1095-C Tax Forms for employees.
- Processing of over 1,200 items for MR and SR payrolls for the month of February.
- Prepared files (2017 – 2024) for the South Texas College Nursing & Allied Health Division's Associate Degree Nursing (ADN) Program resulting in the successful outcome of the Accreditation Commission for Education in Nursing (ACEN) audit.
- Met with Dallas Community College regarding Period Activity Pay.
- Participated in the Rio Grande Employers Expo & Job Fair hosted by Workforce Solutions at South Texas College Starr Campus on February 29, 2024.
- Prepared Campus Security Authority reports for the Department of Public Safety.

TOTAL EMPLOYEE BY LOCATION - 02/29/2024

HEADCOUNT BY LOCATION

	PCN	NAHC	TECH	MIDVAL	STARR	RCPUBL	HS	TOTAL
ADMIN	69	1	4	1	1	1	1	78
FT-STAFF	749	58	83	91	60	6	3	1050
PT-STAFF	127	43	21	25	18	1	29	264
WS	62	3	6	16	21		1	109
FACULTY	311	103	91	63	29	10	7	614
DUAL	4		1		1	1	315	322
TOTAL	1322	208	206	196	130	19	356	2437

CURRENT/ON-GOING PROJECTS

BENEFITS | EMPLOYEE COUNT: 5

- Attended Workday Integrations calls via TEAMS.
- Attended HCM Time Tracking and Absence Workday calls via TEAMS.
- Attended HCM Benefits Workday calls via TEAMS.
- Attended HCM_FIN Payroll Workday calls via TEAMS.
- Attended internal Workday meetings/discussions.
- Attended TRS Reports Workday weekly call via TEAMS.
- Attended Unit Testing Scenarios Workshop call via TEAMS
- Attended FAS Safety Meeting via TEAMS.
- Attended Educational Advisory Group Teacher Retirement System meeting via TEAMS.
- Attended HCM Core Workday calls via TEAMS.
- Attended HCM Benefits Business Processes Workday call via TEAMS.
- Attended Integrations Meeting with TSA regarding 403b annuities via TEAMS.
- Conducted full time and part time orientation for new employees.

HUMAN RESOURCES INFORMATION SYSTEM (HRIS) | EMPLOYEE COUNT: 5

- Attended Workday FAS (Finance & Administrative Services) session for HCM.
- Attended Workday FAS session for Benefits.
- Attended Workday FAS session for Compensation and Academics.
- Attended Workday FAS session for Payroll, Earnings, and Deductions.
- Attended Workday FAS session for Absence and Time-Tracking.
- Attended Workday FAS session for Recruiting.
- Attended Workday Integration Architecture Session.
- Attended Workday FAS session for Talent.
- Attended Workday meeting for Reporting.
- Attended Workday meeting for Banner ID's.
- Workday meeting to discuss Job Families and Management Levels.
- Attended meeting with TSA to create integration with Workday.
- Workday meeting regarding TRS.
- Period Activity Pay Setup and Integration meeting.
- Attended Unit Testing Scenarios Workshop.
- Attended Workday Touchpoints Meeting.
- Attended BUGs committee meeting.
- Attended DMI meeting.
- Attended Records in Xtender meeting.
- Attended Preliminary Staffing Plan Worksheet meeting.
- Audited active personnel files.
- Scanned & indexed the last quarter's NOEs (Notice of Employment), Direct Deposit Forms, and W-4s given by the Payroll Department.
- Created several ad-hoc reports requested by internal and external functional areas.

EMPLOYEE RELATIONS (ER) | EMPLOYEE COUNT: 4

- Met on the discussion of Agile Management Certifications with South Texas College Purchasing department staff and provided options for review by the South Texas College Executive Director of Human Resources & Talent Development.
- Participated in the South Texas College Office of Human Resources departmental meeting and presented on ATIXA training, Agile Management, and other employee relations team projects.

COMPENSATION/PAYROLL | EMPLOYEE COUNT: 6

- Review and upload of FLAC assignments.
- Editing of new fiscal year pay plan.
- Documentation of internal compensation procedures.
- Attended Workday Integrations Meeting (various) via TEAMS.
- Attended Workday HCM Finance; Absence and Time Tracking
- Meetings (various) via TEAMS.
- Attended Workday HCM, Finance, Payroll earning and deductions Meetings (various) via TEAMS.
- Attended Workday HCM, Benefits weekly Meetings (various) via TEAMS.
- Attended Workday HCM Core HCM, Compensation and Academics Meetings (various) via TEAMS.
- Attended Workday Unit Testing Scenarios via TEAMS.
- Attended internal meetings to discuss Workday and chall.
- Attended Early Childhood Staff salary review meeting via TEAMS.
- Attended TASB meeting for Maintenance Review via TEAMS.
- Attended Meeting for Evergreen Solutions survey meeting via TEAMS.
- Worked on salary reviews for staff.
- Worked on compensation reviews for reclassifications.
- Worked on Salary reviews for FY 2024.
- Worked with PDR reviews and updates.
- Worked on TASB Compensation file (Reviews and Updates).
- Worked on Faculty Pay Off and Pro-Rated Spring Salaries.
- Assisted with TASB revised spreadsheet for Faculty and Staff (11/12 Early Childhood Educators).
- Attended Integrations Architecture Session 3.
- Attended Retirement Celebration Meeting.
- Attended Lecturer Process Meeting.
- Attended Educational Increase Process Meeting.
- Attended EEOC- Ask A mediator- FREE Webinar.
- Packed and sent out Overload, Regular and Trainer NOE's.
- Worked on Verification of Employment via e-mail, Phone call or in person drop off forms.
- Worked on February 2024 Payroll Distribution Report.
- Attended State Employee Charitable Contribution Campaign meeting at United Way.
- Participated in LINKEDIN training "Master Microsoft Excel".
- Clean-up of PEAEMPL active employees with no job assignment.

STAFFING | EMPLOYEE COUNT: 10

- Attended Workday meetings for Recruiting.
- Attended Workday meetings for HCM Core, Compensation, and Academics.
- Assisted with hiring staff, faculty, direct wage, work study, trainers and temporary agency employees.
- Conducted screening and clearing for full-time and part-time applications and new hires.
- Processed overloads, substitutions and adjunct Notice of Employment.
- Processed transcripts and Credential Database.
- Provided onboarding support during Staff New Hire Orientation on February 5 & 12, 2024.
- Provided onboarding support during February 1, 2, 8, 15, 16, 22, 23, 29 Direct Wage and Work-study New Hire Orientation.
- Assisted ADN (Associate Dean Nursing) with Accreditation Commission for Education in Nursing Program reaffirmation/reaccreditation requests.
- Assisted ADN (Associate Dean Nursing) with Occupational Therapy
- Assistant Programs reaffirmation/reaccreditation onsite process by the Accreditation Onsite Process by the Accreditation Council for Occupational Therapy Education (OCOTE) requests.

TALENT, LEARNING AND ONBOARDING | EMPLOYEE COUNT: 2

- Collaborated with various departments
  - Emerging Technologies Academy
  - Jaguar Academy
  - Ambassador Cross-Training Academy (ACTA)
- Prepared for upcoming retirement events.
- Mandatory Trainings (Vector Training)
  - Assign trainings to new hires
- Presented at New Hire Trainings.
- Served as Title IX Advisor.
- Met with Academic Calender Planning Committee for 2025 –2026 Academic Calendar.
- Planning Meetings for new initiatives
  - Employee Relations Training
  - Benefits Trainings
  - Guest Speaker Presentations review
  - Fall Convocation
  - Full Scale Exercise Trainings
  - South Texas Leadership Academy
- Attended Workday meetings for new Enterprise Resource Planning (ERP) implementation.

DEPARTMENT OF FACILITIES OPERATIONS AND MAINTENANCE
ACTIVITY REPORT
George McCaleb, Director
February 2024

SOUTH TEXAS COLLEGE

KEY FACTS

Staff: 146

Responsible for the operation of all physical facilities to support the mission of South Texas College.

- **Custodial Services:** provides a high standard of cleanliness and services for all campuses
- **Energy Management Services:** energy conservations program
- **Environmental, Health & Safety Services:** promotes safe best practices with all rules and regulations
- **Maintenance Services:** ensures all facilities are well maintained and follows a PM program
- **Operations Contract Services:** oversees all contracts for facility related services
- **Operations Inventory Management Services:** maintains an inventory management system
- **Auxiliary Services:** Bookstore Services, Snack Vending, and Soda Vending

Facilities Maintenance Services Mission Statement

The Maintenance Department of South Texas College will provide support services for the purpose of maintaining a well-functioning and safe facility that is conducive to a quality learning and work environment for all who encounter the college. The Maintenance Department will conduct all its business in a manner that is integral to the overall mission of the college and provide assistance to all who require the services from the Maintenance Department.

Custodial Support Services Mission Statement

Custodial Support Services is responsible for maintaining a clean environment within all buildings maintained by South Texas College, including cleanliness of the interior, entryways, porches, steps, etc., of all academic and administrative buildings. We perform our daily cleaning in a variety of areas such as classrooms, hallways, offices, labs, examining rooms, athletic areas, special technical areas, restrooms, stairwells, patios, porches, steps and entrances. We provide exceptionally clean and sanitary environments for South Texas College students, faculty, staff and visitors committed to achieving excellence in teaching, learning and service.

CAMPUS	BUILDING/ ROOM NO.	PROJECT DESCRIPTION	PROJECT COST
Pecan	X-218	Create new storage rooms, replace flooring	$10,649.65
Pecan	F-176	Update cabinets and flooring in break room	$9,805.31
Pecan	B-116	Update cabinets and flooring in break room	$6,323.04
Pecan	A	Complete change order in President's Administrative Staff area	
Pecan	A-103/ 106/111	Relocate doors and extend storage room. Combine 111 and 120 to convert into Jag Studio.	$4,500.00
Tech	A-210/211	Remove wall to combine two rooms into one	
MVC	A	Remove & replace existing circulation desk	

FACILITIES SUMMARY

CAMPUS	Pecan Campus	Mid Valley Campus	Starr County Campus	Regional Center for Public Safety Campus	Technology Campus	Dr. Ramiro Casso Nurse Allied Health Campus	Pecan Plaza	System Office
Buildings	17	10	13	1	4	3	3	1
Portable Buildings	27	7	3	5	5	3		
Square Feet	824,986	357,881	247,813	27,708	295,738	222,132	66,523	22,950
Acres	147.76	53.37	67.78	67.22	33.57	15.60	5.6	2.98

Information Services, Planning, Performance and Strategic Initiatives

SOUTH TEXAS COLLEGE

OFFICE OF THE VICE PRESIDENT FOR INFORMATION SERVICES, PLANNING, PERFORMANCE & STRATEGIC INITIATIVES

TO:	DR. RICARDO J. SOLIS, PRESIDENT
FROM:	DR. JESÚS CAMPOS, INTERIM VICE PRESIDENT FOR INFORMATION SERVICES, PLANNING, PERFORMANCE & STRATEGIC INITIATIVES (ISPP&SI)
DATE:	MARCH 6, 2024
SUBJECT:	ACTIVITY REPORT FOR FEBRUARY 1, 2024 THROUGH FEBRUARY 29, 2024

DR. JESÚS CAMPOS, INTERIM VICE PRESIDENT
OFFICE OF ISPP&SI

ACTIVITIES

- Worked with IT leadership on staffing plan proposal.
- Worked on Office IE Plan
- Reviewed staffing plan proposals.
- Coordinated completion of pending Division performance appraisals.
- Met with Strategic Initiatives staff to discuss status of projects.
- Met with IRESP Dean to discuss performance appraisal.

MEETINGS

- Participated in Cabinet meeting
- Met with IT staff on College-Wide Professional and Organizational Development Day event.
- Met with IRESP Dean to go over staffing plan proposal.

TRAINING

- Participated in Achieving the Dream annual conference in Orlando.
- Participated in Society of College and University Planners (SCUP) Planning Institute – Sustain: Developing and Implementing a Strategic Plan

LUCIO GONZALEZ, INTERIM CHIEF INFORMATION OFFICER
INFORMATION TECHNOLOGY

APPLICATIONS DEVELOPMENT

WORKDAY

Workday was able to create the first tenant so unit testing can begin with Payroll, Finance, and HR. IT was able to configure Single Sign-On (SSO) so now all areas can log in using Jagnet credentials. Information Technology (IT), Human Resources (HR), and Business Office (BO) met with Workday to discuss and approve the 40 integrations deemed necessary for the Go-Live of HCM Workday. These integrations include ID generation and pushing those IDs to Banner. Other integrations include enrollment data pushed into Workday from Banner. Demographic and payment data will also be pushed from Banner to Workday. These discussions will continue in March until the integrations have been completed.

BANNER/SELF-SERVICE

The Applications Team placed the latest Banner patches in a test environment. All areas are testing for an expected production deployment on March 23. Once the Banner patches are in production, the Applications Team will continue to configure the Microsoft premium connectors that will allow Banner data to be pushed to the Office 365 environment, including Microsoft Power BI and Power Applications.

JAGNET

The Applications Team will reach out to Public Relations to discuss the schedule for the Jagnet Content Committee for 2024. The first meeting will be scheduled in April once an inventory of all Workday integrations has been completed. This inventory will determine what pages and links will need to be removed from Jagnet with the Workday HCM Go-Live.

DEGREE WORKS

The Applications Team has concluded that the test environment needs to be updated to the latest release from Ellucian. The Team will begin working on the test environment. The application is tentatively scheduled to be completed in test by Summer 2024. Production date has not been determined at this time.

SYSTEMS/INFRASTRUCTURE

DISASTER PREPAREDNESS/RECOVERY PLANNING – DATA CENTER REPLICATION

The IT Team continues monitoring the health and performance of the data replication from Pecan to both locations, Starr County and Tyler Junior College (TJC); no issues have been encountered. The VMware Site Recovery Manager (SRM) and vSphere Replication solutions are being evaluated in order to automate and streamline the Banner server replication to TJC and ultimately allow to swap traffic between sites to make TJC an active site for business continuity and disaster recovery.

The IT Team started the second phase of this project by putting together a project plan to set up an external Internet Provider in order to access Banner at TJC via VPN. We currently have a direct network connection as a point-to-point connection from STC to TJC.

The IT Team has met with Spectrum engineers to review the requirements needed for the ISP Internet connection and management of the equipment. Spectrum provided different options for STC to manage their router and firewall through management services. The IT Team will be proceeding with acquiring Spectrum ISP network with managed infrastructure services. The IT team will be submitting the new contract for Board approval.

VIRTUALIZATION PHASE II

The IT Team continues monitoring the utilization of software applications for this second phase of the virtualization project which allows students to use virtual software applications from any computer in the district by utilizing a link.

The IT Team received the new purchase order of more VDI licenses and equipment. The new additional VDI environment includes 6 new physical hosts with sufficient resources to support 700 concurrent users. The IT Team will engage with Dell support services for the deployment of the servers. A project manager has been assigned from Dell to work alongside the IT Team on this project.

JOSE LUIS GONZALEZ, CHIEF INFORMATION SECURITY OFFICER INFORMATION SECURITY

MFA: TWO-FACTOR AUTHENTICATION

- Check for DUO renewal was issued.
- Computer Science Students using a server to upload programming assignments, were given MFA. Dropped/added students have been issued.
- Conducting a feasibility assessment on two-factor authentication for students.
- Employees were enrolled in Duo Security and will receive a second prompt to verify their identity when accessing Office 365 Webmail from outside the college network.
- Currently enrollment for new employees is being processed manually, we contiune to work with IT to automate this process. We have identifed other application/services where risk can be reduced with multi-factor authentication.
- Yearly Maintenance of DUO-2FA has started. About 600 unused accounts will be cleaned.
- Upcomming DUO-2FA Authenticaton proxies migration, upgrade and high availability configuration.

GOVERNANCE

- Worked with CR and CS policies, going for legal for final review.
- Finalizing assessment from MS-ISAC (Nationwide Cybersecurity Review NCSR).
- Developing Web Application Firewall Standards for Information Technology.
- Worked with Information Technology on a Web Application Firewall Health Assessment.
- Renewed our yearly license with Password Management Software (Secret Server) for FY 2023-2024.

RISK MANAGEMENT

- Developed action plan for FY annual Risk Assessments for both IT and InfoSec. A copy of the signed Risk Assessment will be sent to Risk Management.
- Submitting all the configuration changes for the health check of our email security.
- Completed our End-Point-Protection project deployment of 9,000 licenses with SentinelOne Next Generation Anti-Virus (NGAV), ready to decommission McAfee/Trellix End-Point Security and be only on SentinelOne End-Point Security.
- Information Technology started the mass deployment of the SentinelOne End-Point-Protection Agent, about 9,300 systems have been covered with the new Next Generation Anti-Virus (NGAV).

COMPLIANCE

- AT&T Cybersecurity Final TCF Assessment report provided to Information Technology and Information Security Program – Working on SharePoint Site to centralized all these Texas Cybersecurity Framework documents.
- Selecting Table Top Exercises for Disaster Recovery Testing.
- Completed our PCI DSS Compliance questionnaire required by our banking services PNC. We are working with cashiers on some areas for improvement.
- Received scanning results from PCI and is currently reviewing report to determine if any changes are needed.

INFORMATION SECURITY PROGRAM METRICS

- We are creating information security metrics that will help us track the progress of our initiatives and the performance of our security controls.
- We will be leveraging an enterprise security log solution for analytics-driven security and advanced threat detection.
- A standard success plan is being coordinated with IT Risk & Security to expand our current use case.

DATA LOSS PREVENTION

- Configuration policies that will help us automate and reduce the manual tasks involved in management have been applied.
- We have been monitoring logs to identify any false positives with the DLP technology.
  DLP is a key component of our security; it must be configured with industries best practices.

MEETINGS

- DIR Monthly Security Meeting
- TX ISAO Meeting
- InfraGard Monthly Meeting
- RGVTA Meeting

DR. FERNANDO CHAPA, DEAN
INSTITUTIONAL RESEARCH, EFFECTIVENESS AND STRATEGIC PLANNING

SASCOC

- 5th Year Interim

MEETINGS/TRAINING

- Institutional Leadership Council (ILC)
- IRE&SP Leadership Weekly Meeting
- Institutional Planning and Effectiveness Committee (IPEC) Meeting
- Data Management & Integrity Committee (DMI)
- College-Wide Professional Development Day
- SCUP Planning Institute: Design & Sustain

PROJECTS

- Strategic Planning – Met to discuss presenting status to Board
- Data Hub – Discussed updates for frequently requested data
- Perkins Application – Attended workshop reviewing new guidelines
- Data Dashboards/KPIs – Reviewing final version before publishing
- SWOT – Reviewing final report

DR. BRADLEY W DAVIS, DIRECTOR
INSTITUTIONAL EFFECTIVENESS & ASSESSMENT

INSTITUTIONAL EFFECTIVENESS

- 2023-2025 IE Plans Auditing – Created format and reviewing presentation
- Direct Support to Departments/Divisions for IE Plan Development (2023-2025)/Mid-Biennium and/or End-of-Biennium Reports

(2021-2023) or 2019-2021 IE Plan Report Completion – Assisted and reached out to units for status reports
- Analysis Focused on Special Topics in 2023-2025 IE Plans – Completed supporting reports
- C.O.P. Status Report AY 2020-2021 – Reviewing for qualitive/thematic analysis
- C.O.P. Status Report AY 2021-2022 – Reviewing data
- C.O.P. Status Report AY 2022-2023 – Reviewed COP Status Report with units pending to submit
- Xitracs – Updated Entity Tree
- 2022-2023 through 2024-2025 Comprehensive Operational Plans – Discussed expansion of detail with leadership
- Support for Program-based Accreditation (Re-accreditation) – Received recommendation for ADN program
- SACSCOC Ongoing Activities – Reviewed Summer Institute material
- Indirect Support to Departments/Divisions for IE Plan Development, Implementation, or Reporting (2023-2025) or 2021-2023 IE Plan Final Report Completion – Submitted approval request
- IE Reports Data Support – Collected requested COP reports
- Reports/Plans Pending from all Departments: COP and IE Plans – IEA Team continues to provide consultations and support for the submission of pending items
- 2023-2024 COP Status Report – Working on new template proposal

FACTBOOK AND DATA PORTAL

- Data Portal Update – Continued working on new KPIs site page for Data Portal
- FactBook Update- Worked on information availability for public

DATA REQUESTS, SACSCOC, AND DATA SUMMIT

- Strategic Planning/KPI Data Support – Worked on updating new KPIs SharePoint site and SAGs document
- Ad Hoc Discussions with RAS and/or STC Constituent(s) – Met to discuss TASB Policies and related procedures
- Data Requests – Discussed data updating optimizing dashboard project
- QEP Assessment Data and QEP Impact Report Support – Worked on the QEP Fall 2023 Cohort Tracking

MEETINGS/TRAINING

- Data Management & Integrity (DMI) Committee – Discussed data definitions and DMI role before the student module begins
- Strategic Planning/IE Plan Objectives/COP Initiatives – Extensive discussion on the framework for the strategic plan and COP/IE Plans may evolve
- Division (IEA & RAS) Meeting w/ Dean on Updates & Planning – Focus was on strategic planning the efforts into the process
- IEA Staff Meeting – Focusing on evaluating projects needing to evolve and future process for the new strategic plan
- Institutional Planning and Effectiveness Committee (IPEC) – Discussed potential STC mission statements
- Meeting with Information for Interim VP-ISPPSI – Met to review 2022-2025 COP
- Academic Calendar Committee – Collaborated with the library to send 2025-2026 proposed calendar to ISPPI&SI departments
- Substantive Change Support – Researched SACSCOC policy in instructional delivery
- OPOD-Hosted Trainings – Prepared ACTA presentation for completion
- Other Presentations -Presented to the BPST Division on how to develop budget and tie to goal in IE Plan

PROJECTS

- Fifth Year Interim Report – Presented SACSCOC Standards that require substantial review and support
- Board Policy to TASB policy transition – Discussed TASB policies needing procedures identified
- IEA Support for Strategic Planning- Submitted analysis of the COP Status Reports
- Performance Funding Data and Support – Prepared the new KPIs site page based on Performance Funding
- Dashboard Development – Worked on the data dashboard for the IPEC SharePoint site

SERKAN CELTEK, DIRECTOR RESEARCH & ANALYTICAL SERVICES

INSTITUTIONAL PROJECTS

- Campus Enrollment Report
- IPEDS Fall Enrollment Survey
- IPEDS Spring Surveys
- IPEDS Winter Surveys
- Skills gap survey to PAC members
- Spring 2023/2024 Enrollment, Credit Hours, and Contact Hours
- TACC Enrollment Data

SURVEYS

- Adult Learners 360 Survey
- CCSSE Survey
- Skills gap survey to PAC members

- Strategic Plan - Community Survey
- Workforce Summit Survey

QUALITATIVE STUDIES

- CDC Focus Group Fall 2023
- Dual Credit Programs Focus Group

DATA REQUESTS

- About STC data Fall 2023 Updates
- Bachelor programs upper-level student lists
- CAEL List Tracking
- CCAMPIS grant Fall 2023 course completion data
- CCSSE Online Only Student List
- CTE program level unduplicated enrollment data AY2223
- DHSI Grant - CLE Online Tutoring data
- District Service Area Projected Population 2024
- Enrollment Composition
- Fall 2022 Traditional Students Transfer Data
- Fall 2023 Student Demographics
- HEERF funded laptop program data
- Incoming freshman PSYC1300 or EDUC1300
- Learning Frameworks Enrollment
- National Telecommunications and Information Admin. Funded hotspot program data
- Power BI visualization for Enrollment by Gender
- Precision Manufacturing Historical Enrollment
- Starfish Progress Survey 1 report
- Starfish Tracking and Persistence Analysis
- Update to stop-out target list

MEETINGS

- Academic Council Meeting
- ACTA presentation Meeting
- BUGs Committee Meeting
- CAEL / STC - LASS 2.0 Monthly Meeting
- Call to discuss HEDS Graduating Student Survey for South Texas College
- Call with Lightcast to review Program Demand Gap Analysis (PDGA)
- Carl Perkins and other data for BPST program chairs Meeting
- Close Out Strategic Plan Meeting
- College-Wide Professional Development Day
- Continuing Education Coding System Meeting
- Data-Kind Meeting
- Degree Reclamation Committee Meeting
- Dual Credit Programs NACEP Reaccreditation Taskforce Meeting
- Dual Focus Groups Meeting
- Institutional Leadership Council (ILC) Meeting
- Institutional Planning and Effectiveness Committee (IPEC) Meeting
- IRESP Leadership Weekly Meeting
- MDR Taskforce Meeting
- Open Lab with Chairs - Spring 24 Data Summit Questions Meeting
- Qualitative Team Meeting
- RAS Weekly Team Meeting
- Suitable Taskforce Meeting
- Survey calendar and planning Meeting
- Workday Reporting Weekly Meeting
- Workday - Touchpoints Meeting
- Workday - Unit Testing Scenarios Workshop Meeting

OTHER RESEARCH/SUPPORT

- ACTA Presentation Updates
- COP Status report Analysis

- Data Summit - preparation of data reports and links, and discussion questions
- IPEC - Mission Statement Review
- IRB renewal
- Review Lightcast Program Development Gap Analysis (PDGA) reports and feedback
- Review TACC Technical Assistance Needs survey
- Review THECB Institutional Input
- Strategic Plan - Student SWOT session question
- THECB Historical Performance Data Review

DR. JESÚS CAMPOS, DEAN
LIBRARY AND LEARNING SUPPORT SERVICES

ACTIVITY HIGHLIGHTS

- Worked on Search Committee set up for ET position.
- Worked on Search Committee for Library positions.
- Reviewed and acted on search committee proposals for Library vacancies.

MEETING HIGHLIGHTS

- Met with ET staff to go over staffing plan proposals.
- Participated in search committee interviews for Library position.
- Convened meeting of Library & Learning Support Services administrators to discuss current and upcoming activities.
- Met with Library staff to go over staffing plan proposals.
- Met with ISPP&SI, LLSS, and Library AAs to discuss budget planning.
- Convened meeting of campus librarians to discuss campus operations and projects.
- Participated in Generative AI Task Force meeting.

TRAINING HIGHLIGHTS

- Participated in CMC Grant - Learning Network Webinar Series
- Participation in Educational Technologies leadership meetings.
- Participated in Professional and Organizational Development Day event focusing on Customer Service training with Learning Commons and Open Labs.

ASSOCIATE DEAN
LIBRARY SERVICES

ACTIVITY HIGHLIGHTS

- Library Instruction Sessions
- Mid-Valley Library Art Gallery exhibit installation
- Virtual Black History Month event was conducted with presenter Jennifer Morgan
- Library Art Gallery collaborated with faculty member Dr. Elaine Hernandez and library staff to create book display with cultural artifacts from Ukraine
- Student Success Workshop Presentation – 71 attendees
- Discovering Your Career Passions & Purpose virtual event – 25 attendees
- Staff member served in hiring committee for Associate Dean - Library Services
- Interviews were conducted for the Library Public Services Specialist FTT position
- Library Instruction Sessions & Tour
- Fire & Cyber Security Resources Presentation
- Summer of Soul Documentary

MEETING HIGHLIGHTS

- Staff member interviewed for Secretary Position.
- Staff member attended Summit Planning Meeting
- Staff member participated in interview committee for Clinical position
- Staff member met with American Association for Women in Community Colleges Board to plan workforce panel in collaboration with the Mexican Consulate

TRAINING HIGHLIGHTS

- Staff member attended online course through HarvardX: Exercising Leadership: Foundational Principles – Intro and Part 1
- Staff members attended workshop: #308265: Library Frontline Services Training
- Staff members participated in College Wide Professional Development Day

- Staff member attended webinar: Mapping Your OER Journey
- Staff members attended workshop: #311379: Business Office Training Technology Workshop
- Staff member attended and presented at the College Art Association National Conference
- Staff members atteneded LinkedIn training - Sustainable Development and Well-being
- Staff member participated in Ambassadors Cross Training Academy
- Staff member participated in Padlet Training – Educatcational Technology Academy
- Staff members attended Summit for Dual Credit Programs
- Staff member attended workshop: OneDrive Training

LIBRARY DATA:

Monthly Statistics		**February 2024**
▪ Library Website Visits: **9,262**	▪ Visitors: **37,495**	
▪ Discovery Search Visits: **3,526**	▪ Reference/Research: **33**	
▪ Community Users: **97**	▪ Non-Reference/Research: **106**	

Events and Library Art Gallery Highlights

Arch thru Art

STC Architecture Students	**Technology Library, 2nd Floor**	**January 8, 2024 – May 1, 2024**
	Reception:	**April 10, 2024 – 12 - 1 p.m.**

In this showcase, STC Architecture students visually reflect on structures from ancient civilizations through the evolution of architecture over time using contemporary designs. Their artwork shows how buildings have changed, revealing the creative ways architects adapt to different times.
https://library.southtexascollege.edu/archthruart/

Cultivando Nuestras Semillas | Cultivating Our Seeds

Alan Pogue &	**Pecan Library, 2nd Floor**	**Jan. 16 – Feb. 28, 2024**
La Unión del Pueblo Entero	**Workshop & Reception:**	**Feb. 28, 2024 - 3-6 pm**

The "Cultivando Nuestras Semillas" (Cultivating Our Seeds) exhibition explores key themes that illuminate the under-told stories of the farm worker movement in South Texas and participate in a broader conversation about the lasting impact of these stories on our understanding of social justice, history, and the rich cultural tapestry of South Texas.
https://library.southtexascollege.edu/lupe/

Cold War Retrospective Film Series: Dr. Strangelove

In-Person (Auditorium D)	**Pecan Campus**	**January 30, 2024 @ 5:30PM**
Source: Faculty Request	**History Department**	**Attendance: 72**

STC Library is thrilled to work with the STC History Department and the Liberal Arts Division to present a film series focused on The Cold War and sentiments at that time. All screenings listed below will take place in the Building D Auditorium on Pecan Campus. Dr. Christopher Davis – "Atomic Anxieties and Mutually Assured Destruction"
Dr. Strangelove or: How I Learned to Stop Worrying and Love the Bomb (1964)

"The 'T' is Silent"

Japheth Asiedu-Kwarteng	**Mid-Valley Campus Library**	**Feb. 7 – April 30, 2024**
	Artist Talk:	**March 6, 10:30 – 11:30 a.m.**

Contemporary Ghanaian artist explores themes from traditional ceramic and mixed-media art at STC's Mid-Valley Library Art Gallery. Japheth Asiedu-Kwarteng was born in Ghana and earned a Master of Fine Arts in Ceramics from Illinois State University. He was awarded a fellowship through the National Council on Education for the Ceramic Arts (NCECA) and has exhibited on the east and west coast of the U.S. He currently resides in Edinburg, TX.
https://library.southtexascollege.edu/the-t-is-silent-by-japheth-asiedu-kwarteng/

"Life & Death on the Border, 1910-20"

Dr. Trini Gonzales, STC History Instructor	**Starr Co. Campus Academic Bldg.**	**February 7 – April 30, 2024**

A 42-panel travelling Texas history exhibit that features postcards, court documents, photographs, and artifacts from the early 1900s in the Rio Grande Valley. These histories inspired Tejano literature, art, and music and influenced the creation of the Mexican American civil rights movement.

To view the original exhibition, visit the Bullock Texas State History Museum link. Exhibit playlist: Música Tejana | https://library.southtexascollege.edu/1910-1920-life-death-on-the-border/

The Measure of Their Sadness

Speaker: Jennifer L. Morgan (OAH)	**Zoom Webinar**	**February 5, 2024**	**6:00 PM**
Source: Faculty Request	**English/History Dept.**	**Attendance: 44**	

STC Library is excited to partner with the Organization of American Historians for this virtual event. Distinguished speaker Jennifer L. Morgan explores the connection between enslavement and the ideas of privacy, domesticity, and home. Her lecture centers the lives of African women in the households of the elite. She revisits the question of the emergence of the public/private divide, but does so, from a black feminist methodological perspective.

Discovering Your Career Passions & Purpose

Speaker: Colleen Georges	**Zoom Webinar**	**February 13, 2024 @ 6PM**
Source: Faculty Request	**Education Dept.**	**Attendance: 25**

Join us for a Zoom Webinar featuring renowned career coach and TEDx speaker Dr. Colleen Georges. Discover how to leverage your strengths, pursue your passions, and forge a purposeful career path. Don't miss this opportunity to embark on your journey towards becoming a future leader!

Summer of Soul screening (Pecan)		
Speaker: Dr. Christopher Davis	**In-Person**	**February 21, 2024 at 6:00 PM**
Source: Faculty Request	**History Dept.**	**Attendance: TBA**

Join us for a screening of Ahmir "Questlove" Thompson's debut film. A powerful and transporting documentary - part music film, part historical record created around an epic event that celebrated Black history, culture and fashion. Dr. Christopher Davis will provide an introduction and follow the showing with a Q&A session.

PROJECT HIGHLIGHTS

WEBCHECKOUT

Projected End Date: May 2024
Progress:
Phase 1 – Open Labs Inventory – 100%
Phase 2 – Library Inventory – 98%
Phase 3 – CLE Inventory – 5%
Summary: Configure and implement a cloud-based inventory management system. Open Labs is now using WebCheckout for all inventory items. Library inventory files are being prepared for import and a new inventory manager is being trained on the system.

MICROSOFT 365 CONSULTANT PROJECTS

Projected End Date: May 2024
Progress: 13%
Summary: Outside consultants will develop custom Power App and Power BI solutions to support library operations and services. Library technical staff will identify client needs, develop project proposals, monitor development, oversee testing, and train end users. Each project will result in a delivered product that is fully owned by the library and technical staff will be trained to maintain the product and build similar products. Consultants have assisted with several technical support requests and begun building the first Power App.

FOLIO LIBRARY SERVICES PLATFORM

Projected End Date: May 2025
Progress: 6%
Summary: Configure and implement a full FOLIO Library Services Platform (LSP) to replace the current traditional integrated library system. All FOLIO modules have been turned on in the test environment and the team has begun developing a project plan, exploring the system, and configuring core settings.

ACTIVITY HIGHLIGHT

- Student Activities Fuel Your Mind Table Event
- Distance Learning Symposium Presentation
- District Wide Library Instruction Sessions

MEETING HIGHLIGHTS

- Staff members evaluated candidates for Secretary position and scheduled interviews.
- Staff member met with search committee for Library Public Services Specialist FTT position.
- Staff member attended informational session on McAllen's plan to create a new ordinance for public art.

TRAINING HIGHLIGHTS

- Staff members attended workshop: #308189: Civilian Response to Active Shooter Events Phase 1
- Staff member attended webinar: AI and the Future of Learning
- Staff member attended Distinguished Leadership Academy

- Staff member attended the Digital Learning Symposium
- Staff member attended webinar: Exploring Learn Ultra

YOLANDA MARTINEZ, ASSISTANT DIRECTOR EDUCATIONAL TECHNOLOGIES

MEETINGS:

- 02/01/2024: Meeting w/ Janet for Goals, NAH Ribbon Cutting, Bi-Weekly Budget Meeting, Meeting w/Eddie (Team Progress & Goal Setting), Performing Rights Organizations Meeting, Meeting w/ Lucio
- 02/02/2024: Institutional Leadership Council Meeting
- 02/05/2024: ET Project Update/Leadership Meeting, ET Project System Progress Meeting, Open IT Request Report Review Meeting
- 02/06/2024: Meet & Greet Abdiel Marquez, Graduation Meeting, Meeting w/ Rachel HL
- 02/07/2024: Discuss ET Analog to Digital Meeting, Leadership Budget Development Meeting, ET Administrator One-to-One
- 02/08/2024: ET Academy Elective Session: Web Apps & Tools Meeting, Web 2.0 Presentation Debrief Meeting
- 02/09/2024: College Wide PD Day
- 02/12/2024: ET Project Update/Leadership Meeting, ET Project System Progress Meeting, Open IT Request Report Review Meeting, Budget Planning Meeting, Visit MVC – Career Fair
- 02/13/2024: Budget Continuation Meeting, ET Academy Core Session #2, Board Committee Meetings
- 02/15/2024: Bi-Weekly Budget Meeting, LLSS Administrator Meeting
- 02/19/2024: 2024 Summit for Dual Credit Programs – SPI Convention Center
- 02/20/2024: 2024 Summit for Dual Credit Programs – SPI Convention Center
- 02/21/2024: CTS Prep Library Meeting, Pecan Campus Phased Renovation Meeting
- 02/23/2024: Hurricane Expo Event – STC MVC, ET Administrator One-on-One
- 02/26/2024: ET Project Update/Leadership Meeting, ET Project System Progress Meeting, Dual Credit Summit Debrief Meeting
- 02/27/2024: Monthly Luncheon Department Meeting, NAH Audio Setup Test, Follow up Meeting w/ Chris, Board Meeting
- 02/29/2024: Bi- Weekly Budget Meeting, Coordinated Operations Council Meeting

MONTHLY SPECIAL EVENTS COMPARISON

2023	
Jan	98
Feb	99
Mar	117
Apr	165
May	128
Jun	117
Jul	75
Aug	113
Sept	119
Oct	165
Nov	140
Dec.	93
Total:	**1429**

2024	
Jan	68
Feb	158
Mar	
Apr	
May	
Jun	
Jul	
Aug	
Sept	
Oct	
Nov	
Dec.	
Total:	**226**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec.
Number of Events 2023	98	99	117	165	128	117	75	113	119	165	140	93
Number of Events 2024	68	158										

Total Man Hours

2023	
Jan	227.25
Feb	504.5
Mar	238
Apr	527.5
May	703.75
Jun	211
Jul	183
Aug	373.5
Sept	503.75
Oct	417.5
Nov	400
Dec	626
Total:	**4915.75**

2024	
Jan	148.5
Feb	626
Mar	
Apr	
May	
Jun	
Jul	
Aug	
Sept	
Oct	
Nov	
Dec	
Total:	**774.5**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Total Man Hours 2023	227.25	504.5	238	527.5	703.75	211	183	373.5	503.75	417.5	400	626
Total Man Hours 2024	148.5	626										

ARTURO SOLANO, DIRECTOR
INFORMATION COMMONS AND OPEN LABS

MEETING HIGHLIGHTS

- The Director attended the Library Services meeting to discuss vacant positions.
- The Director held a meeting with the Pecan Campus Open Labs Supervisor to discuss Microsoft Forms.
- The Director attended the Institutional Leadership Council meeting.
- The Director held a Workflow meeting with Human Recourses.
- The Director held a meeting with an Open Labs Technician to discuss the opportunity to take on makerspace responsibilities.
- The Director held a One-on-One team meeting with the Off-Sites Open Labs Logistics Manager.
- The Director held a meeting with HR on supervisory training in March.
- The Director held a Learning Commons and Open Labs Leadership Team Meeting to discuss campus updates.
- The Director met with the Open Labs Logistics Managers and a Pecan Open Labs Supervisor to discuss MS Forms "Manager to Supervisor Training."
- The Director attended Workshop #308445: Elevating IT Customer Care for Professional Development Day.
- The Director met with the Pecan Open Labs Supervisors to discuss Pecan Supervisor responsibilities.
- The Director met with the Search Committee for the Associate Dean of Library Services.
- The Director held a meeting with the Makerspace team to discuss makerspace technologies and operations.
- The Director held a one-on-one bi-weekly meeting with the Open labs Analyst to discuss Open Labs operations.
- The Director attended the LLSS Administrator Meeting.
- The Director attended Workshop #311384: Technology Workshop.
- The Director met with the Pecan Campus Logistics Manager to discuss NAH and the Shah Center.
- The Director held a meeting with the Pecan Campus Logistics Manager to discuss Makerspace plans.
- The Director attended a Teams meeting with the Dean Library & Learning Support Services to discuss staffing request.
- The Director held a one-on-one bi-weekly meeting with the Administrative Assistant to discuss financials.
- The Director held a meeting with the Senior Administrative Assistant and the Coordinator of Library Projects to review the Renovation Meeting Agenda.
- The Director attended the Pecan Campus Library Phased Renovation to discuss Pecan Campus Library modifications and updates.
- The Director held a one-on-one meeting with the Open labs Analyst and the Pecan Campus Logistics Manager to discuss the MOU for Instructional Laptops.
- The Director held a Teams meeting with the Pecan Campus Logistics Manager and Open Labs Supervisor to discuss Open Lab Technician Screening.
- The Director held a meeting with the Pecan Campus Logistics Manager, Open Labs Analyst, and the Administrative Assistant to discuss Direct reports.
- The Director attended a One-on-One Bi-Weekly Meeting with the Dean Library & Learning Support Services.

- The Director held a meeting with the Pecan Campus Logistics Manager and Open Labs Supervisor to conduct Open Lab Technician interviews.
- The Director met with the Open Labs Analyst to view the recording studio.
- The Director attended a meeting with the Vice President of Finance and Administrative Services to discuss the Coordinated Operations Council (COC).

ACTIVITY HIGHLIGHTS

- The Mid-Valley, NAH, Pecan, and Starr County Campus Learning Commons & Open Labs participated in tours/presentations/events.
- The Open Labs Logistics Managers conducted AA interviews on January 29, 2024.
- The NAH Staff Trained in BI Laptop Support Process.
- The Starr Campus Work Study Interviews took place on February 1,2024.
- The Off-Site Logistics Manager Met with the IT Team on coordinating the Papercut server downtime upgrade/testing on January 31, 2024.
- New Computers Set up-Pending imaging for STR 11 New OptiPlex Computers Set up and MV 35 new OptiPlex computers with 2 iMac set up.
- The Open Labs Analyst went to NAH Campus to train Open Labs and Library Staff on Instructional Laptops.
- The Open Labs Analyst trained all Pecan LCOL Staff on Instructional Laptops.
- Two new iMac Computers were sent to Mid-Valley Campus.
- The Pecan Open Labs Logistics Manager planned for the Fuel Your Mind event participation which was held on January 30, 2024.
- The Pecan Open Labs Logistics Manager Provided requested information to Planning and Construction regarding F-134 furniture delivery.
- The Pecan Open Labs Logistics Manager attended the Pecan Campus Renovation meeting.
- The Pecan Open Labs Logistics Manager provided website information to reserve the CLE lab to the Guided Pathway Specialist for Priority Registration Event.
- At the request of the Pecan Open Labs Logistics Manager, the Pecan Open Labs Technician and the Open Labs Analyst changed the Open Lab Operation Hours on the webpage and marketing flyers.
- The Open Labs staff replaced three computers with new computers in Pecan F-122.
- The high-performance computers in Tech Campus and Makerspace implemented 1tb SSD's.
- The Open Labs Analyst added a new room on LabStats, NAH B-1207 Instructional Lab.
- The PaperCut Server Upgraded at the Technology Campus.
- The Open Labs staff attended Professional Development Day, (Elevating IT Customer Care Training).
- The Pecan Open Labs Logistics Manager made arrangements were made at F-130 to receive the Internet Cafe's furniture.
- The Pecan Open Labs Logistics Manager attended REVIT workshop.
- Two computers were replaced with new ones in Pecan V-1.111.
- Two iMac computers were replaced with one new iMac and one 3060 PC in Pecan P-2.102 Lab.
- A printer was replaced by a backup printer in Pecan T-1.706.
- PaperCut servers were upgraded in Mid-Valley and Starr Campuses.
- The Pecan Open Labs Logistics Manager worked on the ACTA PowerPoint Presentation and submitted it to the Director for approval.
- The Open Labs Technology Specialist provided training to Technology Specialists and Open Lab Supervisors pertaining to Makerspace 3D Printing procedures to replicate workshops and 3D Services at locations where 3D printers are available.
- The Pecan Open Labs Logistics Manager participated at the CLE Pop-Up event.
- The Open Labs Analyst and the Technician II - ET Audio Visual Events & Production connected all the equipment and setup computer and recording software configuration for the Recording Studio at F-130.
- The computer replacements in MV Campus were completed.
- The Open Labs staff installed an iMac in Bldg. Y-1.107 and replaced an iMac in Bldg. C-129.
- The Pecan Campus Logistics Manager attended the PaperCut servers Upgrade meeting.
- The Pecan Campus Logistics Manager submitted Workflows to Planning and Construction to request approval for a data line at NAH A 2.100.
- The Papercut Servers for Pecan and NAH upgrades were deployed on Thursday, February 29, 2024.
- The Papercut Release stations were tested Friday morning.
- Eleven scanners were received for the Scanner Replacement Project.
- The Pecan Campus Logistics Manager updated WebCheckout with two additional computers 611DN.

DISTRICT TOTAL OF UNDUPLICATED USERS SERVED - FEBRUARY 2024 ATTENDANCE STATISTICS: 4,562

ATTENDANCE & LAPTOP CHECKOUT STATISTICS:

Campus	Number of Logins	Number of Students	Laptop Checkouts
Mid-Valley Campus	3,975	981	3
Nursing and Allied Health Campus	3,776	754	9
Pecan Campus	7,356	2,046	16
Pharr Regional Center for Public Safety Excellence	553	50	
Starr County Campus	1,421	361	
Technology Campus	3,090	647	
Campus Totals:	**16,196**	**3,858**	**28**

OPEN LABS PRESENTATION, TOUR, AND RESERVATION STATISTICS:

Campus	Number of Presentations & Tours
Mid-Valley Campus	2
Nursing and Allied Health Campus	8
Pecan Campus	3
Pharr Regional Center for Public Safety Excellence	
Starr County Campus	8
Technology Campus	
Total:	**21**

JagPrint - Printing Report

Feb 1, 2024 to Feb 29, 2024

Totals			
Type	**Users**	**Jobs**	**Pages**
Printing	4670	24945	160953
Web Printing	2081	15252	49017
Total	6751	40197	209970

	Prints by Campus			**Mobile Prints by Campus**			**Print Totals**		
Campus	**Users**	**Jobs**	**Pages**	**Users**	**Jobs**	**Pages**	**Users**	**Jobs**	**Pages**

Mid -Valley	953	4252	27857	230	1702	5464	1183	5954	33321
NAH	740	6807	46489	1146	10556	30950	1886	17363	77439
Pecan	1835	7235	54507	598	2405	10093	2433	9640	64600
RCPSE	66	577	5553	9	64	396	75	641	5949
Starr	341	1547	11673	66	328	1390	407	1875	13063
Tech	735	4527	14874	33	198	724	768	4725	15598

LYNELL WILLIAMS DIRECTOR
CENTERS FOR LEARNING EXCELLENCE

Monthly Statistics **February 2024**

- Tutoring Sessions:
  - In-Person: 1,525
  - Online: 650
  - In-Class: 610
- Assignment Review: 2,421
- Supplemental Instruction: 402
- Visitors: 8,825
- Workshops: 17
- Workshop Attendance: 553
- Independent Study: 1,000
- Starfish Flags addressed: 2,310
- CLE Information Requests: 22

PROJECT HIGHLIGHTS

Institutional Effectiveness & Comprehensive Operational Plan Related Projects

2023-2025 IE Plan Objective 1: Tutor Development Program

Develop Synchronous Trainings in Specific Competency Areas **Progress: 50%**

IE Plan Objectives: 1 **Action Plan 1 & 2** **COP:** **End Date: July 31, 2024**

Continuing content creation meetings for the Statistics and Calculus trainings. Additional math faculty volunteered to review assessment materials.

Static Content Training for Students and Staff in CLE Resource Library **Progress: 17%**

IE Plan Objectives: 1 **Action Plan 3** **COP2022-23:1** **End Date: August 31, 2024**

Two new SLA have been trained on created additional resources focusing on Cybersecurity and Fire Academy content. Will have static content for students.

2023-2025 IE Plan Objective 2: Innovate Methods to Expand Learning Support Services

Integrated Tutoring Pilot **Progress: 28%**

IE Plan Objectives: 2 **Action Plan: 1,2,5 & 7** **COP (2022-25) :3** **End Date: September 30, 2024**

Math Chair presented the plan to the faculty in the department meeting. One faculty member is interested in partnering with the CLE. Scheduled to present at next Math department meeting to identify additional partners and class pairings.

Details for Cost Sharing Model for Tutoring Staff **Progress: 18%**

IE Plan Objectives: 2 **Action Plan: 3,4, & 6** **COP: N/A** **End Date: December 2023**

Discussion about cost-sharing options with MSITB is ongoing.

2021-2023 Plan Objective 2: Expand Online Learning Support Services

Year 4 DHSI Grant Participation **Progress: 59%**

IE Plan Objectives: 2 **COP (2022-23) 1** **End Date: August 2024**

Sending out Toolkit emails to qualifying students. The roster of qualifying students was sent to campus teams.

2021-2023 IE Objective 3: Refine Embedded Tutoring and Supplemental Instruction

Quantitative & Qualitative Assessment of Embedded Tutoring & SI 2023-2024 **Progress: 68%**

IE Plan Objectives: 3 **Action Plan: 1-4** **COP (N/A)** **End Date: September 2024**

Met to finalize faculty feedback survey.

2023-2025 IE Objective 4: Cultivate Positive Organizational Culture

Cultivating Inviting CLE Spaces **IE Plan Objectives: 4**	**Action Plan: 3 & 4 COP (N/A)**	**Progress: 28%** **End Date: September 2024**
Mural has received approval from Starr campus admin. Art faculty working on supplies list proposal for MVC mural.		
Cultivating Inviting CLE Spaces-Scholarship Opportunities **IE Plan Objectives: 4**	**Action Plan: 4 & 7 COP (N/A)**	**Progress: 15%** **End Date: September 2024**
Committee created to research the possibility and feasibility of student scholarships for mural participation. Met with faculty member to research options. Met with Coordinator of Scholarship and Outreach to research additional processes.		
CLE Staff Achievement Recognition **IE Plan Objectives: 4**	**Action Plan: 5 - 9 COP (N/A)**	**Progress: 67%** **End Date: August 2025**
Vendor for plaques and rank bar pins has been identified. Scheduled a date to visit the vendor. Ordering graduation cords for Spring 2024 graduates.		

2023-2025 IE Objective 5: Refine Process for Data Collection

Refine Process for Data Collection **IE Plan Objectives: 5**	**Action Plan:1-7 COP (N/A)**	**Progress: 45%** **End Date: September 2024**
Integrating Specialists to identify areas for more comprehensive data collection regarding grants. Specialists have access to records. Libguides statistics training has been emailed.		

General CLE Projects

CLE Marketing Spring 2024	**Progress: 45%** **End Date: May 2024**
Social media marketing posts are ongoing. Promoting StudentLingo Scholarship opportunities and creating training for all staff. Planning monthly tabling events with Tech Library, first event to be held next week. RCPSE tutor participated in the tour and fire simulation. Presenting at Pecan Library Summit to high school librarians. Planning Library pop-up event for April at Pecan. Presented Student Success Workshop for Test-Taking Fundamentals online.	
Tutor Training FY 2023-2024	**Progress: 57%** **End Date: August 2024**
CRLA trainings have been held. Microsoft Flow is being tested to increase communication reach in CRLA channels	
CLE Website Updates	**Progress: 50%** **End Date: May 2024**
Requested updates to the CLE webpage have been made and are live. Pending organizational changes are being prioritized. Multimedia library created for web page resources. Planning for CTE Resources rehousing is underway.	

EVENT HIGHLIGHTS

Digital Learning Symposium	Event Date: February 2, 2024

CLE Director and Online Learning Excellence Specialist presented at the Digital Learning Symposium. The presentation was offered in a hybrid experience, with sessions available both in person and simultaneously online!

STC's Centers for Learning Excellence (CLE) is the first higher education learning support center in Texas and the ninth in the nation to achieve certification for its online tutoring programs through the Association of Colleges for Teaching and Learning Assistance (ACTLA). Participants learned about the requirements and process to earn this credential and discover the value it brings to both STC and the broader community.

NOSS Conference	Event Date: February 14-17, 2024

The CLE supervisors and staff attended the National Organization for Student Success conference. NOSS exists to support professionals in educational institutions in making a positive difference in the lives of students.

Attendees participated in several trainings such as "Revolutionizing Professional Development and Productivity," "College Success Coaches, Focus on Student Success," and many more.

Texas NCLCA Conference	Event Date: February 21-23, 2024

The CLE supervisors and director attended the Texas National College Learning Center Association Conference. TxNCLCA supports learning assistance professionals as they develop and maintain learning centers, programs, and services to enhance student learning at the postsecondary level. Attending the conference provided opportunities for professional development, networking, and idea exchange through conferences, workshops, institutes, and publications.

In addition, the CLE Director presented at the conference on "Motivational Leadership," and a CLE Coordinator presented on "Leadership Styles: Trait Analysis, Pros and Cons."

Student Success Workshops	Event Date: February 2024

The Center for Learning Excellence (CLE), Digital Learning, and Library are offering a series of workshops to help students get the most out of their classes.

The CLE Academic Coaches presented Interactive Reading & Test-Taking Fundamentals to about 200 students this month. Students participating in the NTIA grant, which provided 350 students with hotspots, have also attended these workshops.

MEETING HIGHLIGHTS

- Met with Open Lab Supervisor for coverage support
- Met with FT SLAs to discuss event organization
- Met with Student Activities Specialist for event support
- Starr Mural Meeting with Supplemental Instruction Manager
- Starr Faculty and Staff Spring meeting
- Met with English Department Chair

- Met with Library and Open Lab to finalize Pop-Up Event
- Attended English Department meeting
- NetTutor demo follow-up meeting
- Staffing plan work meeting
- Upswing monthly meeting
- 4C monthly meeting
- RCPSE LES met with Cyber Security faculty
- RCPSE LES met with Fire Academy faculty
- Met with Pharmacy Chair
- Met with ADN Advisors
- Met with OTA Chair
- Met with Open Labs Logistic Manager
- ADN Clinical Instructor Hiring Committee
- Academic Coaches meeting
- STC Monthly Touchpoint with Upswing
- IE Objective V meeting
- Social Media meeting
- Onboarding Debrief meeting
- SLA Reporting meeting
- LES Pre-PD Day meeting
- SLA Interview – MVC
- IT/Library monthly meeting: Workday Impact Q&A
- ILC Debrief
- Search committee interviews
- Open Road investor consult
- Staffing Plan touchpoint
- Staffing Plan review
- LLSS administrators meeting
- Perkins V CLNA Workshop
- CTE Redefining LES Roles and RCPSE support
- Academic Coaches meeting
- Dual Credit Presentation Prep meeting
- STC Advanced InsideTrack training
- SLA meetings
- Open Lab Supervisor meeting
- SI/ET Updated meeting
- HVAC/ELPT SLA at MVC Interview
- Met with CATA Project Training Specialist on NOCTI Proctoring
- CATA Program Assistant Interview Committee meeting
- RCPSE Specialist met with Cyber Security Chair
- RCPSE Specialist met with Police Faculty
- RCPSE Specialist met with Fire Academy Faculty
- Met with ADN Faculty
- Met with ADN Advisors
- Met with OTA Chair and Faculty
- Met with Pharmacy Tech Faculty
- Met with LES for Onboarding
- Data Review Meeting
- Specialist Meeting
- RCPSE/NAH Specialist meeting
- MVC SLA/Pecan Specialist meetings for Statistics training
- Faculty Feedback Survey Development Meeting
- TxNCLCA attendance
- TxNCLCA presentation: Motivational Leadership
- Met with Pharmacy Technology Department
- Met with ADN faculty
- Met with LVN faculty
- Met with coordinator of scholarships

- Mid-Valley Advisory Committee Meeting
- Statistics Training Planning Meeting - MVC
- Collaborative Meeting with Pecan Library
- Met with RCPSE Library staff
- Met with Fire Academy faculty
- Met with Cyber Security Faculty
- Met with Manager for Access and Advocacy
- Met with SLA Group
- Met with Open Lab Supervisor
- Met with Starr SLA for hiring meeting
- PTA Remediation Meeting
- Met with ADN Advisors and Dean
- Met with ADN Faculty and Chair
- Met with Simulation Coordinator
- Met with OTA Chair
- Met with Pharmacy Tech faculty
- Academic Coaches meeting
- Library Summit Presentation run-through
- NOSS Conference Feedback
- Budget Meeting
- WrightSuite Server Upgrade meeting with IT
- Tech LLSS marketing meeting with campus Librarian
- Tech CLE computer upgrade and software installation meeting with Open Labs supervisor
- Dual Enrollment data meeting
- Met with Coordinator of Scholarships and Outreach
- Met with Manager for Access and Management
- AI Literacy training checkpoint
- ACEN Accreditation meeting
- DHSI external evaluator Year 3 reporting

TRAINING HIGHLIGHTS

- College-wide Professional Development Day
- Proactive Stress Management: How to Use Energy Management to Prevent Burnout & Compassion Fatigue
- ACTA Presentation
- Proactive AI Strategies for the Executive Team: 5 Insights for Presidents, Vice Presidents & Deans
- AI Innovations in HR: 5 Key Strategies for Efficiency & Advancement
- AI-Enhanced Grant Writing: 5 Tips for Success
- CRLA Level 2 Training: Assessing and Changing Study Behaviors
- CRLA Level 3: Role of Learning Centers in Higher Ed
- Implementing Effective Prior Learning Assessment Strategies For Adult Learners
- Integrating Generative AI Tools Into Tutoring & Supplemental Instruction
- MLA Presentation
- Prior Learning Assessment Trends: Evaluation of Various Methods, Workload & Workflow
- Academic Coaching Webinar
- Proactive Stress Management: How to Use Energy Management to Prevent Burnout & Compassion Fatigue

EVENT HIGHLIGHTS

- Starr CLE Welcome Event
- APA Workshop – Starr
- CLE in-class presentations – Pecan
- Meet Student Clubs – Pecan
- Karaoke Party – Pecan
- Interactive Reading Workshop
- Dual Credit Advisory Meeting
- Workshop #301706: Interactive Questioning with Poll Everywhere – An Introduction to the Poll Everywhere Learning Tool
- IT OneDrive Training
- Student Outreach: Collaborative Pop-Up Event with Pecan Library and Open Labs
- Physics Department Meeting
- ACOTE Reaccreditation

- Test-Taking Strategies Presentations – MVC
- Effective Note-Taking Workshop for Dual Credit HS
- Note Taking Skills Presentations (2)
- Student Outreach: Act of Kindness tabling
- Presented at TxNCLCA
- ACEN Accreditation - NAH
- ACEN Accreditation - MVC Tour
- Interactive Reading Workshop
- Test-Taking Fundamentals Workshop
- Presentation at Library Summit
- Time Management and Note-Taking Workshop for LVN cohort
- RCPSE PSJA Tour and Fire Simulation

PROJECT COMPLETION HIGHLIGHTS

- Evaluating Onboarding Process
- CLE Mission Statement Update, Review, & Promotion
- Quantitative & Qualitative Assessment of Embedded Tutoring & SI 2023-2024
- Year 3 DHSI Grant Participation
- Development of CLE Online Trainings
- Updating Mission Statement
- Developing CRLA Training Syllabus

ISAAC GARZA, PROJECT MANAGER
OFFICE OF STRATEGIC INITIATIVES

Strategic Initiatives

Project Name: CMC Grant 2022-2025
Project Role: Interim Project Coordinator
Project Manager Kanda A. Maldonado
Scope: Fiber Optic and Classroom Technology Upgrades
Status: Classroom upgrades are on target
Year 2 Bids for equipment have gone out and will be going to the Board for approval in late March.
Remote device distribution is on target.
Student Support training is on target
Seven out of the ten workshops have been completed.
Fiber optic connection is off target.
Servers and licenses have arrived. Pending installation of servers due to power cords compatibility. `
Bandwidth upgrade is on target
Equipment is now awaiting the lease fiber lines from VTX, once they deliver the fiber to each campus the team will enable the route and start sending data through the new lines.

Budget expenditures update.
Year 2 Savings expenditures.
Change of scope- displays to DP on ET project owner goal.

Other
Connecting Us Series Interview. Library staff are currently selecting a student for the interview.
Annual Report Submitted on 03/01/2024

Developing Hispanic-Serving Institutions (DHSI) Grant

Project Name: DHSI Grant 2021-2025
Project Role: Interim Project Coordinator and Project Manager **(09-23-2022)**
Scope: Implementation of Four DHI Grant Goals.
Status: Year 3 Annual Report submission process has started (Due by 4/4/2024)
Draft APR and Supplemental has been shared and pending feedback
On Schedule to Submit APR by 3/29/2024
External Evaluator Summative Report Reviews are scheduled with Goal Owners (February 2024)
Year 4 Improvements are ongoing for the goal owners
InsideTrack® ROI Work will be completed Spring 2024

Student Affairs and Enrollment Management

OFFICE OF THE VICE PRESIDENT FOR STUDENT AFFAIRS AND ENROLLMENT MANAGEMENT

TO:	DR. RICARDO J. SOLIS, PRESIDENT
FROM:	MATTHEW S. HEBBARD, VICE PRESIDENT FOR STUDENT AFFAIRS AND ENROLLMENT MANAGEMENT
DATE:	MARCH 26, 2024
SUBJECT:	ACTIVITY REPORT FOR FEBRUARY 1, 2024 THROUGH FEBRUARY 29, 2024

VICE PRESIDENT FOR STUDENT AFFAIRS AND ENROLLMENT MANAGEMENT, MATHEW HEBBARD

PARTICIPATED

- South Texas College Board Committee and Regular Board meetings
- South Texas College Cabinet Meeting with Dr. Solis and Vice-Presidents
- Student Affairs and Enrollment Management Division Leaders meetings

ATTENDED

- VIDA Ribbon Cutting Ceremony – Nursing Simulation Center
- Institutional Leadership Council (ILC) meeting
- Hidalgo County Community Services Agency Application Trainings with South Texas College
- Valley Promise & NVision Strategies Strategy Meeting
- Grad Alliance Post Campaign Meeting
- South Texas College/GA
- GEAR UP goes to College Planning meeting
- LASS 2.0 Excelencia virtual session #3
- Graduation Debriefing meeting
- McAllen State of the City Address 2024
- Degree Reclamation committee meeting

- South Texas College & Christian's Manor Meeting
- RSTEF Award Ceremony
- Promise Webpage Meeting
- OA Reaffirmation 3-day onsite visit by Accreditation Council for Occupational Therapy Education (ACOTE)
- Mission Buenos Tardes Luncheon at Mission Event Center
- Jesse Villarreal, Former South Texas College Trustee, Check Presentation
- Progresando Convening with Bank of America
- Valley Promise Grant Meeting

ENROLLMENT SERVICES AND REGISTRAR

- **_26333_** students have registered for Spring 2024 semester, since registration opened on October 2, 2023 after OAR processed the required documents and cleared the students to register.
- Assisted students by responding to hundreds of emails sent to the admissions address and registration address, as well as on the phone and in person at the Enrollment Centers located at Pecan, Mid-Valley and Starr County campuses.
- Assisted students by responding to **_437_** chat sessions during February 2024.
- Director of Student Records & Registrar ("Director/Registrar") attended monthly SAEM Division Leaders meeting, Institutional Leadership Council meeting and Board of Trustees meeting.
- Director/Registrar and/or Coordinators attended/held various meetings to work on special projects, such as Graduation Meeting, Consumer Information, DualEnroll @ STC - Pilot Planning, Department FAFSA Cross Training, BUGs Committee, STC2UTRGV Monthly Check-in, THECB FAST Roster, TCC Quarterly Meeting, STC - Touchpoints Meeting, STC - Reporting Weekly Meeting, South Texas College AY 25-26 Academic Calendar Committee Meeting, 1989-South Texas College MyPassPort Walkthrough, Faculty Senate Meeting, DMI Meeting.
- Director/Registrar and Coordinators worked together for the benefit of faculty, staff and students to provide guidance, assist with duties and resolve issues, regarding all aspects of admissions, registration, transcript evaluations, graduation and records.
- Compliance Coordinator worked on CBM Reports required by the Texas Higher Education Coordinating Board (THECB), along with the reporting specialist, who assists with related reports.
- Specialists for international students and residency reviewed the residency status of all new students, including dual credit high school students and Senate Bill students submitting an Affidavit, and assisted international students with all aspects of admissions and registration.
- Specialists downloaded, reviewed and verified **__2466__** Admission *Applications* submitted online at ApplyTexas (dual credit high school students, entering freshmen, returning and transfer students) during February 2024.
- STC has **_85_** international students enrolled for Spring 2024 semester.
- Processed**_289_** course substitutions and exceptions in DegreeWorks during February 2024.
- Processed grade changes for **_116_** students during February 2024.

- Processed reinstatement requests for **_224_** students during February 2024.
- Processed schedule change requests for **_1066_** students during February 2024.
- Processed **_1193_** high school and **_267_** college/university transcripts during February 2024.
- Evaluated **_292__** transcripts from other colleges and universities during February 2024.
- Received requests via mail, Jagnet and National Student Clearinghouse, processed and distributed **_3120_** STC transcripts during February 2024.
- Scanned and indexed **__1748_** documents submitted by students during February 2024.
- Sent daily electronic *Acceptance Letters*, *Missing Information Letters* and *Jagnet Access Letters* to students' personal e-mail accounts, provided on their ApplyTexas *Admission Application*.
- Ran process in Banner and sent monthly electronic file to the National Student Clearinghouse for use with education/degree verifications and enrollment verifications.

OFFICE OF STUDENT RE-ENGAGEMENT

IMPORTANT HIGHLIGHTS

- The Office of Student Re-Engagement will outreach to more than **6,000** adult learners for Summer and Fall 2024 enrollment. The targeted list of students includes stop-outs, recent GED graduates, and students who applied for Spring 2024, but did not enroll. The department will employ various methods of communication including mobile messaging, outbound calls, and e-mail.
- Department is working with Public Relations & Marketing on various projects including developing a new department website, finalizing a mobile communication plan for adult learners, and a social media marketing campaign targeting adults with some college hours in Hidalgo and Starr counties
- Director and Coordinators will present at the upcoming League for Innovation Conference in Anaheim, California (March 17-20, 2024) on best practices for re-engaging adult learners.

SNAPSHOTS

Hidalgo County Community Service Agency (HCCSA)

Department hosted a training session by the Hidalgo County Community Service Agency. The purpose of the training was to provide information to College staff on basic needs services for STC students.

COMMUNITY OUTREACH & RECRUITMENT

Academic Program Enrollment	Total Inquiries
Associates in Law Enforcement	59
Associates in Fire Science Technology	16
Bachelor in Computer and Information Technologies	76
Bachelor of Operations Management	60
Bachelor in Organizational Leadership	143
Bachelor in Medical and Health Services Management	48
Basic County Corrections Academy	55
Firefighter Academy	86
Police Academy	274
TxDOT Pathways • Associates of Arts in Business Administration, Communication Studies, Interdisciplinary Studies • Associates of Science in Interdisciplinary Studies Mathematics, Engineering	30
Public Administration	14
Cosmetology	395
YTD Total	1,256

Student Appointments	
Total	**63**

STUDENT RE-ENGAGEMENT

As shown below, the Office of Student Re-Engagement will outreach to more than 6,000 adult learners for Summer and Fall 2024 enrollment. The targeted list of students includes stop-outs, recent GED graduates, and students who applied for Spring 2024, but did not enroll. The department will employ various methods of communication including mobile messaging, outbound calls, and e-mail.

Target Group	Beginning Date	Total Students
Enrolled, Dropped for Non-Payment (Spring 2023)	March 18, 2024	330
Fall 2023 STC GED Graduates	March 18, 2024	186
Applied, Did Not Enroll (Spring 2023)	April 01, 2024	1,638
Stop-Out (Fall 2021 – Fall 2023)	April 15, 2024	3,091
Fall 2024 Academic Program Inquiries (Not Enrolled)	April 29, 2024	1,069
Spring 2024 STC GED Graduates	TBD	TBD
	Total	**6,314**

MEETINGS / EVENTS

- Office of Student Re-Engagement Weekly Staff Meetings
- Office of Student Re-Engagement Weekly Coordinator Meetings
- Office of Student Re-Engagement Weekly Supervisor Meetings
- Office of Student Re-Engagement Monthly Department Meeting
- Enrollment Case Management Review Weekly Meeting
- Student Affairs & Enrollment Management (SAEM) Monthly Division Leaders Meeting
- Council for Adult and Experiential Learning (CAEL) Monthly Meeting
- Degree Reclamation Committee with Dr. Connie Green
- Institutional Leadership Council Meeting
- Active Shooter Workshop
- Public Safety Review
- 2024 Spring Commencement Meeting
- LASS 2.0 Virtual Experience
- Degree Reclamation Committee Meeting
- Consumer Information Meeting
- GED Student Recruitment & Communication Plan Meeting
- South Texas College (STC)/Student Bridge (SB) Monthly Check In
- Innovations Conference Planning Meeting
- Website Planning Meeting
- Review Public Safety Programs Process
- Valley Promise+NVision Strategies
- Prospective & Returning Student Mobile Communication Plan
- IPEC Bi-Weekly Meeting
- Valley Promise+NVision Strategies Follow-Up
- Review - Website Design Meeting
- InsideTrack/STC Connect Re: FCT Planning and Prep

PROFESSIONAL DEVELOPMENT

- Distinguished Leadership Academy (DLA)
- Hidalgo County Community Service Agency Application Training
- Regional Talent Networks I Leadership Institute 2024
- College-Wide Professional Development Day
- Educational Technologies Academy
- Ambassador Cross Training Academy (A.C.T.A) Spring 2024
- Interactive Questioning with Poll Everywhere Workshop
- Business Office Training Technology Workshop
- Microsoft OneDrive Workshop
- Create and Collaborate Using Padlet Workshop
- Jaguar Academy Spring 2024

ASSESSMENT CENTER

WALK-INS AND TESTING REPORT

Student Assessment Center Monthly Activity Report February 2024					
Campus	**Student Walk-Ins to Get Information**	**Market Place/ Pearson Vue/ACT Total Reservations Placed**	**Examinees That Tested**	**Type of Exam**	**Exams YTD as of September 1, 2023**
Pecan Campus	**15**	**151**	**130 (86%show)**	**ACT**	**401**
Mid-Valley	**20**	**12**	**10 (83% show)**	**TSI EXAM**	**133**
Starr Campus	**9**	**7**	**6 (86% show)**	**TSI EXAM**	**52**
Pecan Plaza	**44**	**73**	**64 (88% show)**	**GED/ PEARSON**	**379**
Pecan Plaza		**66**	**54 (82% show)**	**TSI EXAM/ includes TSI Online**	**654**
Pecan Plaza		**5**	**5 (100%show)**	**TCOLE/TCFP Proctored Exams**	**83**
Pecan Plaza		**87**	**81 (93% show)**	**HESI**	**541**
Mid-Valley		**20**	**19 (95%show)**	**HESI**	**236**
Mid-Valley		**24**	**19 (79%show)**	**TCFP Proctored Exam**	**57**
Starr		**9**	**9 (100%show)**	**HESI**	**83**
Starr				**TCFP**	**8**
TOTAL:	**88**	**454**	**397 (87% show)**		**2,627– All Campuses YTD**

TSI 2.0 PLACEMENT REPORT

English Language Arts and Reading College and Career Readiness (ELAR)			
Monthly (02/01/2024 – 02/29/2024)		**Year To Date (09/01/2023 - 02/29/2024)**	
College ready (945+ & 5+ Essay or 5+ Diag & 5+ Essay)	13	**College ready (945+ & 5+ Essay or 5+ Diag & 5+ Essay**	129
Dev Ed (945+ 0-4 Essay)	8	Dev Ed (945 + 0-4 Essay)	79
ELAR Diagnostic Level 6 & Essay < 5	0	ELAR Diagnostic Level 6	0
ELAR Diagnostic Level 5 & Essay < 5	8	ELAR Diagnostic Level 5	26
ELAR Diagnostic Level 4	15	ELAR Diagnostic Level 4	195
ELAR Diagnostic Level 3	15	ELAR Diagnostic Level 3	124
ELAR Diagnostic Level 2	5	ELAR Diagnostic Level 2	55
ELAR Diagnostic Level 1	1	ELAR Diagnostic Level 1	1
Total	**65**	**Total**	**609**
Mathematics College And Career Readiness			
Monthly (02/01/2024- 02/29/2024)		**Year To Date (09/01/2023 – 02/29/2024)**	
College Ready (950+ or 910+ & 6+ Diag)	10	**College Ready (950+ or 910+ & 6+ Diag)**	117
Mathematics Diagnostic Level 5	6	Mathematics Diagnostic Level 5	39
Mathematics Diagnostic Level 4	23	Mathematics Diagnostic Level 4	239
Mathematics Diagnostic Level 3	19	Mathematics Diagnostic Level 3	146
Mathematics Diagnostic Level 2	3	Mathematics Diagnostic Level 2	82
Mathematics Diagnostic Level 1	0	Mathematics Diagnostic Level 1	0
Total	**61**	**Total**	**623**
Data retrieved from College Board Accuplacer			
Date: 03/1/2023			

COLLEGE CONNECTIONS

DEPARTMENT MEETINGS AND EVENTS

- College Connections Leadership Meeting
- Professional Development Financial Aid Workshop/Training
- Student Ambassador Workshop
- Campus Tours Meeting
- ACEN AND Reaccreditation Focus Group Interview
- Student Mentors Starr Campus Workshop
- Library Open Labs XR Workshop

RECRUITMENT

- Individual Student Appointment – 8 appointments
- Mission High School – Financial Aid Drive
- PSJA North High School – Recruitment Presentation
- Memorial Middle School – Career Day
- PSJA CCTA – College Fair
- Monte Alto Early College – High School
- Weslaco High School – Financial Aid Drive
- Veterans Memorial High School – Financial Aid Drive
- Valley View High School – Financial Aid Drive
- Parent and Family Engagement – Recruitment Presentation
- Weslaco High School – Financial Aid Drive
- McAllen High School – Community Outreach
- Mexican Consulate Ventanilla Recruitment
- Thelma R. Salinas STEM High School – Recruitment Presentation
- Nikki Rowe High School – Campus Visit
- Cathey Middle School – College/Career Fair
- Economedes High School – Campus Visit
- San Isidro High School – College Fair
- Community of Pueblo de Palmas – Recruitment Presentation/Community Outreach
- Elodia R Chapa Elementary – Career Fair
- Mexican Consulate Ventanilla Recruitment
- Financial Aid Week Information Booth Coverage at Pecan Campus
- McAllen High School – Community Outreach
- IDEA College Prep High School – College Fair
- Region One Edinburg/Gear UP – Recruitment Presentation
- Home is Where the Heart is Event 5k walk – Table setup/Community Outreach
- Texas Trio Association College & Community Fair – College Fair
- Mexican Consulate Ventanilla Recruitment
- Edinburg North High School – College Fair

- Johnny Economedes High School – College Fair
- Roma High School – STEAM Fair
- Sharyland High School – College Fair
- UTRGV GEAR UP – Recruitment Presentation
- 5th Annual Transition Fair – Table Setup
- STARN Junior College Fair Veterans Memorial High School – College Fair
- Economedes High School – Campus Visit
- McAllen High School – Community Outreach
- STARN Junior College Fair Nikki Rowe High School – College Fair
- STARN Junior College Fair McAllen High School – College Fair
- PSJA Memorial High School – Recruitment Presentation at Pecan Campus

CAMPUS TOURS

- Pecan Campus
  - Edcouch-Elsa Academy – 40 visitors
  - IDEA Donna – 60 visitors
  - IDEA Mission – 80 visitors
  - IDEA Public School – 80 visitors
  - McAllen ISD – 100 visitors
  - Personal Tours – 5 visitors
  - Edinburg High School Robert Vela GEAR UP – 40 visitors
  - Jaguar Academy – 40 visitors
  - Austin Middle School – 30 visitors
  - IDEA Quest College Preparatory – 49 visitors
  - PSJA Memorial High School – 50 visitors
  - Person Tour – 3 visitors
- Technology Campus
  - IDEA Mission – 20 visitors
  - Edinburg High School Robert Vela GEAR UP – 40 visitors
  - IDEA Pharr – 25 visitors
- NAH Campus
  - Raymondville Early College – 40 visitors
  - Harlingen CISD – 40 visitors
  - Edinburg North High School Group 1– 40 visitors
  - Edinburg North High School Group 2 – 40 visitors
  - PSJA Memorial – 20 visitors
  - Monte Alto High School – 20 visitors
- STARR Campus
  - IDEA College Preparatory Rio Grande City – 4 visitors

CALL CENTER

Phone Calls	
Inbound Calls	Calls 5,210

Radius			
Campaign	**# Reached**	**# Students replied**	**# Replies**
Gear UP, All Access Prep- Spring 2024	28	17	28

EVENT PHOTOS

Career Day at Memorial Middle School

Pictured is Recruiter Specialist Jorge Cantu at Career Day at Memorial Middle School, speaking to future Jaguars about the many career opportunities South Texas College has to offer.

Education & Information Workshop Session

Specialist Jorge Cantu participated in an information session workshop for the Rio Grande Valley community at the Centro de Desarrollo Humano in Penitas, Texas.

Financial Aid Week Information Booth

During Financial Aid Week, College Connections collaborated with the Financial Aid department to assist students with any questions they had at the information booth.

Edinburg High School visiting for a tour at Pecan Campus

Edinburg High School visited the South Texas College Pecan campus for a tour. They were guided and thoroughly informed about the campus by one of the knowledgeable College Connections tour guides.

Tech Campus Tour with IDEA Phar High School

IDEA Pharr School had the exciting opportunity to visit the Tech campus and immerse themselves in the Virtual Reality Welding lab.

College and Career Fair at Cathey Middle School

Recruiter Specialist Lisa Turrubiates is seen collaborating with the Principal of Cathey Middle School at the career fair to foster meaningful educational partnerships.

STUDENT FINANCIAL SERVICES AND VETERANS AFFAIRS

- SFS Director & Coordinators met weekly for updates on Federal regulations, deadlines and College Updates.
- SFS Coordinator Rebecca Cano and her staff continue logging in for NASFAA webinars; updates and changes on the 2024-2025 FAFSA application
- Administrative Assistant attend the AA Round Up for the new FY25 budget regarding the Technology Budget Workshop
- Director and Administrative Assistant met to discuss the FY25 budget proposal
- Student Financial Services held Financial Aid week February 19th – 23rd at all campuses. We assisted a total of 361 students across the five campuses.
- Student Financial Services Coordinator Anna Barrera held interviews for the vacant Financial Aid Specialist position.
- Shredding company came in to pick up 22 boxes of student files no longer needed.
- SFS Outreach Specialist Ariana Valenzuela & Irene Rodriguez assisted with 24 Financial Aid events aside the FA week in February

JAGUARS
DEBT FREE
FAFSA COMPLETE

SOUTH TEXAS
COLLEGE
SHOW ME
THE MONEY!
DEBT
FREE
FAFSA
COMPLETE

JAGUARS

- **The office of Veteran Affairs**

The Office of Veteran Affairs at South Texas College was recently awarded with the Veterans Education Excellence Recognition Award (VEERA) at the 2024 Annual Conference of Texas Association of Collegiate Veterans Program Officials (TACVPO).

The Texas Veterans Commission recognizes and presents the VEERA Award to Texas public academic institutions of higher education committed to supporting the needs of student veterans and other eligible family members. Texas Veterans Commission look at various aspect of institutions and assessed for the presence and quality of factors such as centralized hub for veteran students, designated staff members as a point of contact, access to VA work-study programs, specialized orientation and courses, veteran-focused student organizations, academic support, mental health and disability services, and a host of other factors.

In attendance at the 2024 TAVCPO Conference, Veterans Education Director at Texas Veterans Commission, David Salgado, conducted a ceremony in which he presented the VEERA Award to a total of 6 public institutions of higher education in the state of Texas. South Texas College had the honor to be one 1 out of the 6 recognized institutions to receive the VEERA Award at the Gold Level.

DEAN OF STUDENT AFFAIRS, PAUL HERNANDEZ

CAREER AND EMPLOYER SERVICES

Reports:

Weekly- Career & Employer Services Activity	
Total Number	
1756	Student Contacts, Outreach & Virtual Appointments
212	CTE Student Contacts
28	Student & Alumni Registered on CCN
7	Student & Alumni Resumes Revised/Uploaded on CCN
11	New Employer Registered on CCN
31	Jobs posted to CCN
2	Workshops Presented
20	Resumes Reviewed Online by Employers via CCN
1994	Career Coach Total Visits

** Indicates, No Change since previous reporting period.*

CURRENT/UPCOMING ACTIVITIES & EVENTS

Workshop & Presentations / Activities

Job Development

- Advantage Healthcare Consulting, Inc.
- Camp Cody
- City of South Padre Island
- ELLIS KOENEKE & RAMIREZ
- Encino Primary Home Care, LLC
- Entravision Communications
- Gartner
- Meddeas
- Pope & Pena, P.C.
- Region One Education Service Center

Presentations/Workshops

- Interview for Success TEAMS Workshop
- Getting Resume Ready Workshop

Employer Outreach

- Haliburton
- Bechtel
- Ford Motor Company
- Raba Kistner
- HoltCat
- Spectrum/Charter

Employer Registrations

- ACE Brokerage Solutions, LLC
- AIM Media Texas Operating LLC
- Encino Primary Home Care, LLC
- IDEA Public Schools
- Law Office of Angel Davila PLLC
- Pope & Pena, P.C.
- Precision Air
- Region One Education Service Center
- Streamline Management Group LLC
- Texas Community Bank
- U.S. District Courts - Probation

Coordination of Upcoming Events

- STC 2024 Career Expo
- Financial Literacy Forums

Meetings & Miscellaneous information

- CES is coordinating with the private business sector to participate and host the upcoming **STC 2024 Career Expo/Job Fair.** This event is to be held at the Pecan Campus on April 24, 2024 and will provide a means for students to connect with private sector representatives that they may make them aware of exploring different career options. The event will also provide an opportunity to allow students to meet with employers and interact directly with representatives from the different job fields. A variety of representatives from the educational, engineering, government, computer information, engineering, manufacturing, medical, law enforcement, construction, technical, business and automotive programs will participate in the event. Students will able to consider different courses of study, ask questions and seek new employment leads.
- CES participated at First Year Connections at the Mid-Valley campus
- CES participated at First Year Connections at NAH
- CTE Welcome Back Day CES Info Table at NAH- 150+ students
- CTE Nursing and Allied Health Campus Student Engagement Event
- Met with staff from the Tech campus to plan support for their upcoming event.
- CES is conducting outreach efforts with the business community encouraging them to register for the STC 2024 Job Fair/Career Expo.
- Promoted Financial Wellness Center
- CTE student walk ins financial wellness tool kits

- Career and Employer Services coordinated with the Ford Motor Company to promote employment opportunities being offered by their company. Outreach efforts were conducted on their behalf resulting in students and alumni being contacted via CCN and made aware of this opportunity.
- Career and Employer Services coordinated with the Precision Aire to promote an employment opportunity being offered by their company. Outreach efforts were conducted on their behalf resulting in students and alumni being contacted via CCN and made aware of this opportunity.
- Career and Employer Services coordinated with Care Options for Kids to promote employment opportunities being offered by their company. Outreach efforts were conducted on their behalf resulting in students and alumni being contacted via CCN and made aware of this opportunity.
- Career and Employer Services coordinated with Spectrum/Charter to promote an employment opportunity being offered by their company. Outreach efforts were conducted on their behalf resulting in students and alumni being contacted via CCN and made aware of this opportunity.
- Continue to assist Fair Trade Outsourcing with their on campus recruiting efforts.
- Mid-Valley Getting Resume Ready Workshop
- Mid-Valley Students, Career Services Resume Reviews
- NAH Updated Perkins records and evidence.
- NAH Prepped Handout Materials for NAH information tables
- NAH CTE Nursing and Allied Health Campus Student Engagement Event-25+
- NAH Resume Revisions via CCN
- NAH Created CES flyers for Nursing and Allied Health Campus
- NAH CTE student walk ins financial wellness overview of CES services
- Prepped Handout Materials for NAH information tables
- CTE Nursing and Allied Health Campus Student Engagement Event-50+
- Continuing to promote Spring semester workshops for NAH campus
- Updated PowerPoints for virtual workshops
- Facilitated Dress for Success virtual workshop, providing an overview of CES Threads Career Closet and tips on dressing appropriately for job interviews in a professional manner.
- CES staff continues to meet with College Central Network vendor for demonstration and training regarding the upcoming “single sign-on” feature.
- Assisted students visiting the lab utilizing CES services. Getting registered on College Central Network, Financial Wellness, and updating resumes.
- Conducted outreach activities with students regarding Financial Wellness
- Conducted Interview workshop for students
- Update CES website for CES open workshops
- Adjusted CES marketing on social media platforms
- Coordinated on campus recruitment events with various private sector organizations
- Adjusted the upcoming Spring 2024 Career Services Workshop Calendar
- Program interactions on Career and Employer Services and Financial Wellness.
- Assisting program walk ins for Resume Writing and Career Services feedback
- Update all Career Services flyers
- Updated CTE/NAH events and activities to NAH Perkins Liaison - for February 2024.
- CES conducted a Financial Wellness workshop via TEAMS

- CES staff continues to seek and conduct research for a replacement platform for Big Interview.
- Coordinating the distribution and tracking of 2000 Financial Wellness kits for students who have completed the required online workshop module
- Compiled career services events data for CTE tech manager for equity and access
- CES continues to coordinate with iGrad to update the STC website by modifying the iGrad program link in the financial literacy learning platform for FTIC college students, in support of a DHSI grant funded initiative, as part of a project to establish a Financial Wellness Center. This initiative will keep STC compliant with Department of Education requirements to receive financial aid.
- Conducted outreach activities with STC students for Financial Wellness platform and supported services via CCN online platform, CES social media platforms
- Collected donations from STC Staff and Community Partners for Threads: Career Closet
- Career and Employment Services continues to participate in the Institutional ePortfolio Taskforce
- Compiling, preparation and submission of FY24 Biannual Grants Department Time on Task documentation
- Created marketing notifications for employment opportunities via CES Social Media Platforms
- Facilitated Career Readiness Workshop, Workshop included Resume & Cover Letter Writing, Job Search & Application, and Interview/Dress for Success.
- Promoted Threads Spring Donation Drive marketing.
- CES staff continues to facilitate resume reviews via College Central Network.
- Contacted, promoted and posted on all CES social media platforms employment opportunities on behalf of various employers
- Created Financial Wellness CTE student outreach materials.
- CES participated in the Hidalgo County Prosperity Task Force Meeting.
- CES is coordinating with the South Texas Career Center Consortium, in conjunction with UTRGV and Texas A&M Kingsville, regarding new initiatives and to gain insight of industry needs.
- CES director is conducting updates and revisions for the Institutional Effectiveness (IE) Plan for CES.
- CES is continuing its involvement in the Excelencia Leadership Conference.
- CES is participating in the Texas Pathways Institute.
- CES Director conducting Title IX case reviews.
- CES prepared and completed the CES Comprehensive Operational Plan for submittal.
- CES coordinated tech support with CCN representatives for the change to a “single sign on” log on feature in order to facilitate access to the platform on the CES website.
- Continuing to compile and submit additional data and reporting for Carl Perkins Grant.
- Updated CTE record retention, evidence, and time on task for Grants Department.

College Central Network Logistics

College Central Network Logistics

College Central Network Logistics

Career Coach

Photos:

NAH Campus Student Engagement Event

STUDENT RIGHTS AND RESPONSABILITIES

OFFICE OF THE OMBUDS

February 2024

- The Office of the Ombuds participated and set up informational booths and had a bookmark activity at all campuses.
- The Office of the Ombuds recommended candidate for Ombudsperson position.
- The Office of the Ombuds conducted an OMBUDS student workshop at Starr Campus.
- Ms. Maria Alonso attended the Institutional Leadership Council meeting.
- Ms. Maria Alonso attended the GAI Task Force Meeting.

OFFICE OF STUDENT CONDUCT

- Ms. Alexandra Cantu and Ms. Melina Campos attended the Hostage Negotiations training in New Jersey.
- Mr. Josue De La Cruz attended the Crisis Management Training in Regional Center for Public Safety Excellence.
- Mr. Josue De La Cruz attended the Summit for Dual Credit Programs at South Padre Island.
- The Office of Student Conduct participated and set up informational booths and had a bookmark activity at all campuses.
- Ms. Maria Alonso attended the Institutional Leadership Council meeting.
- Ms. Maria Alonso attended the GAI Task Force Meeting.

BEHAVIORAL INTERVENTION TEAM

- BIT held a meeting.

STUDENT ACTIVITIES AND WELLNESS

• Vision Board & Takis (Mid-Valley)

• Inspire Your Heart with Art (Pecan)

• Valentine Cookie Art Competition Day 1 (NAH)

• Spring 2024 (Pecan) Coed Softball League

• Love Yourself (Mid-Valley)

• Club Fair (Pecan)

• Crunch & Chill (Technology)

•TAKIS Distribution Day (Starr)

• Tailgate Party – Super Bowl LVIII (Starr)

•LVIII Super Bowl Party (Mid-Valley)

• Mantecaditas Distribution Day (Starr)

• Karaoke Party (Pecan)

• Student Leadership Academy Kickoff (Pecan)

• Valentine Cookie Art Day 2 (NAH)

• Super Bowl Party (NAH)

• 2024 Spring 5v5 Basketball League

• Mardi Gras (Mid-Valley)

• Super Bowl After Party (Technology)

• Valentine's Day Bash (Technology)

• Happy Valentine's Day (Starr)

• Super Bowl After-Party (Pecan)

• The Valentine Games (Pecan)

• Valentine's Day Celebration (NAH)

• Anti-Valentine Day (Starr)

• Minute to Win It Challenges (NAH)

• Cherry Bliss Delight (Technology)

• National Muffin Day (Starr)

• 80’s Retro Party (Technology)

• Friends day (NAH)

• 2024 Spring Coed Softball League

• Mardi Gras Soiree (Starr)

• Sip & Paint Party (Mid-Valley)

• Paint Your Heart Out (Pecan)

• Act of Kindness Day (Pecan)

• Family Feud Challenge (NAH)

• 2024 Spring 5v5 Men's Basketball League

• National Strawberry Day (Technology)

• National Pokemon Day (Starr)

• Build-A-Feeder (Pecan)

• Sing Your Heart Out (Mid-Valley)

• Dip Into Luck Bingo (Technology)

• National Science Day (Starr)

• Heartbreak Karaoke (NAH)

• Spring 2024 Coed Kickball League

• Acts of Kindness Day (Mid-Valley)

• Twilight Trivia (NAH)

• Fill Your Bag with Sweetness (Pecan)

• Spring 2024 4v4 Flag Football Tournament (Starr)

COUNSELING AND STUDENT DISABILITY SERVICES

Counseling Services Contacts

February 2024	
Special Programs, Other	258
Academic Advising	130
Academic Counseling, Academic Probation, and Academic Suspension	69
Mental Health Counseling	221
Total	678

Student Accessibility Services Active Student

February 2024	
Active Student Contacts	547

MEETINGS/CONSULTATIONS

- Pecan, Mid-valley, NAH, Technology and Starr Campus Case Staffings
- Student Accessibility Services Case Management Case Reviews
- Mental Health Counseling/Case Management Case Reviews
- Sign Language Interpreter's Student Schedules Updates
- Academic progress case management, academic advising, review and completion of academic improvement plans, and scholastic appeals
- Coordination and creation of documents for semester mental health & presentation requests
- Academic and Mental Health Counseling
- Student Accessibility Services case management: process intakes, update of student intake & records (medical/academic), coordinate classroom accommodations
- Review, refer and respond to Counseling and Student Accessibility Service Department Emails, Contact Us Forms, Referral Forms, Presentation Requests Form
- Behavioral Intervention Team Meetings
- CARE Team Meetings
- CSAS Manager's Meeting

COMPREHENSIVE ADVISING

A. Programs/Activities/Meetings:

- **Academic Advising**
  - Received/managed all student advising requests received via email, telephone, in-person, and chat system and assigned them to an advisor for individualized education planning
  - Contacts – total of 1,077 contacts with students were conducted by Academic Advisors and PASS Program Advisors in February 2024 including textbook lending and childcare services contacts
  - Continued implementation of Advising Chat so that students are able to chat with an advisor and do not need to visit campus for services (211 Live Chats in February 2024)
- **Faculty Advising**
  - Updated Master List of Faculty Advisors to reflect faculty still at the college, per Division, and Program which will be used to assign students to faculty advisors
  - Maintained ongoing communication with Faculty Advisors and Program Chairs to answer their advising questions and provide support/training to faculty advisors when advising students
  - Updated training content and continued developing specific training in different topics related to faculty advising; training for spring semester begins in February
  - Provided Faculty Advising Training
- **Mentoring Services**
  - **THECB Work Study Mentorship Grant** – Compiled student mentor reports; held staff meetings and communicated daily with mentors; coordinated with Office of Financial Services to ensure mentors met compliance requirements for employment based on the THECB Grant Guidelines and for completion of Notice of Employment Forms for mentors for the spring 2024 semester; provided professional development training for mentors to ensure they are equipped to assist students; mentors provided peer mentoring at the Starr, Mid Valley, and Technology campuses;
  - **Mentor Program** –Beacon Mentoring for Spring 2024 semester consisted of a total of 8 sections (6 Math 1414 and 2 English) Beacon Mentoring sections comprised of volunteer staff/faculty; mentors contacted students 4 times during the semester to guide them and connect them to resources as needed;
- **PASS Program**
  - Staff provided academic advisement to PASS Program participants virtually and in person
  - Staff provided instructional supplements to qualifying students
  - Staff maintained ongoing contacts with students on their caseloads
  - Perkins funded staff documented their work activities on an hourly basis in compliance with Grants Office Time on Task requirements
- **Perkins V**
  - Director of Comprehensive Advisement serves as Student Affairs & Enrollment Management Liaison for Carl Perkins Grant
  - Maintained close communication with CTE PASS Manager to review program activities, textbook lending, SAEM services survey, and FY2024 and FY2025 budget as well as services and a more collaborative/cohesive approach in service delivery to CTE students
  - Maintained continued contact with Grants Office on Perkins V staff, compliance, and grant activities

- Met with Perkins Financial Manager to plan details for a Perkins budget amendment.
- Maintained contact with SAEM Directors for ongoing Perkins V Grant implementation and so that everyone can be familiarized with the activities that must be completed this fiscal year and to update the CLNA as needed
- Director of Comprehensive Advisement and CTE PASS Manager attended the CLNA workshops

Participated/Training/Working on the Following:

- **Quality Enhancement Plan (QEP)** – Director serves as QEP Director and served as Lead QEP Evaluator for a reaffirmation SACSCOC Committee Visit in Huntsville, Alabama
- **SACSCOC Fifth-Year Interim Report** – Comprehensive Advisement & Mentoring Services Director is serving as Point-of-Contact (POC) for a portion of the SACSCOC Fifth-Year Interim Report on quality of student services (Standard 12.1); worked with SAEM Directors and other key personnel to compile draft of student support services;
- **Guided Pathways –** Comprehensive Advisement & Mentoring Services Director serves as Co-Lead for Guided Pathways for building Talent Strong Texas Pathways for students and will be participating in the spring Institute to be held in April;
- **Institutional Planning & Effectiveness Committee (IPEC) –** Director of Comprehensive Advisement & Mentoring Services serves as a member of IPEC. The committee membership is comprised of content area experts and data/planning staff charged with providing a review of Key Performance Indicators (KPIs) and developing recommendations for cross-divisional collaboration in efforts to improve identified KPIs and related institutional strategic priorities.

Preliminary Forms

- Reviewed/approved timecards, reports, invoices, activity reports, grant forms, and other department/grant related items

Institutional Advancement and Economic Development

OFFICE OF THE VICE PRESIDENT FOR INSTITUTIONAL ADVANCEMENT & ECONOMIC DEVELOPMENT

TO:	DR. RICARDO J. SOLIS, PRESIDENT
FROM:	DR. RODNEY RODRIGUEZ, VICE PRESIDENT FOR INSTITUTIONAL ADVANCEMENT & ECONOMIC DEVELOPMENT
DATE:	MARCH 20, 2024
SUBJECT:	ACTIVITY REPORT FOR FEBRUARY 1-29, 2024

DR. RODNEY RODRIGUEZ, VICE PRESIDENT FOR INSTITUTIONAL ADVANCEMENT & ECONOMIC DEVELOPMENT

Projects Completed or in Progress:

- VIDA Ribbon Cutting Ceremony-Nursing Simulation Center-February 1
- Institutional Leadership Council Meeting-February 2
- Cabinet Meeting-February 6
- EMS Dallas Trip-February 7-9
- UTRGV Kickoff to Prosperity-February 13
- Board Committee Meeting-February 13
- Buenas Tardes Luncheon-February 15
- Jesse Villarreal Check Presentation-February 16

- Grand opening: TDS Office and McAllen Surgery Center February 18

- Summit-Dual Credit Program February 18-20

- Cabinet Meeting-February 21
- STC Foundation Meeting-February 22
- Rio Grande Valley Disaster Ready Expo-February 23

- Progresando Convening with Bank of America-February 26
- Board Meeting-February 27

SOUTH TEXAS
COLLEGE
$10,000

CARLA RODRIGUEZ, INTERIM EXECUTIVE DIRECTOR
OFFICE OF SPONSORED INITIATIVES

Report Period: February 1, 2024 through February 29, 2024

Number of Awards this Month	Number of Active Awards in FY24	Dollar Amount of Active Awards in FY24
1	78	$29,402,845

The Office of Sponsored Initiatives (OSI) serves as the central resource to the South Texas College District in providing guidance and stewardship of programs and services offered through sponsored projects. Our mission is to establish a vision-oriented culture through strategic and targeted sponsored programs that enhance performance and create a seamless alignment to educational and workforce pathways.

The following sponsored projects were awarded February 2024:

Grant Award Updates:

- **National Science Foundation (NSF), Hispanic Serving Institute (HSI) Subaward with University of Texas Rio Grande Valley (UTRGV), Family Centered Innovations project in the amount of $93,317**

  This grant is a subaward from the UTRGV's Family-Centered Theory of Change project, which focuses on students from Hispanic and minority backgrounds. Funding will allow STC's Mathematics Department to guide and assess transformational impacts on teaching and learning, emphasizing curricula, assessment, and pedagogical practices to enhance student success. Professional development will be developed for Mathematics faculty, family-centered class projects. The projects will be integrated into Math courses, and community outreach projects will aim to improve the quality of undergraduate education. The funding period is October 1, 2023 to September 30, 2027.

  This award aligns with Strategic Direction #1, Lead Community Engagement, by strengthening partnerships with local stakeholders to align educational opportunities with community and workforce needs.

- **Additional Funds:**
  - **WE CAN Texas Program Enhancement Grant Program, Educate Texas, in the amount of $17,892**

    Additional funds were awarded to the Architectural & Engineering Design Technology department to continue development of a work-based learning credit-bearing pathway for Surveyors under the newly approved Certificate and Associate of Applied Science in Surveying and Geospatial Technology. The proposed Surveyor Pathway will identify age parameters, employer liability issues, and working conditions for students, and serve as the starting point for students as they move towards a Registered Professional Land Surveyor (RPLS) licensure. Costs associated include speaker fees, fees for sponsors and exhibition fees. The funding period is January 1, 2024 to August 31, 2024.

    WE CAN TX aims to increase the number of students who earn postsecondary credentials and are working in high-demand industries that pay a livable wage, with a vision of ensuring equitable outcomes for first-

generation, low-income students of color across Texas and meeting the talent and workforce demands of businesses.

This award aligns with Strategic Direction #3, Create Educational Opportunities for Students, and Strategic Direction #4, Foster Student Success, by providing students with opportunities in career and technical education, and providing extensive support structures that promote persistence, educational attainment, academic achievement, personal and professional growth.

OSI Department Operations:

- **Award Kickoffs (AKs):**
  Internal AKs are conducted by the OSI team to "launch" awards with internal stakeholders who are responsible for the successful implementation of the initiative. The AK reviews the awarded project, deliverables, timeline and budget, and memorializes the handoff of the initiative to the awarded department.

  AK Meetings:
  - Texas Reskilling and Upskilling Through Education (TRUE) Grant

  AK Packets distributed to internal stakeholders:
  - TAMUK Workforce TEAM (Training, Experience About Meat)
  - TWC Self Sufficiency Fund – CEWD
  - TWC Skills Development Fund – CEWD
  - Educate Texas – We CAN Texas Grant

- **Professional Development & Training:**

  In order to enhance knowledge base and capacity and to stay apprised of the latest in grant development and management practices, team members attend various trainings offered through memberships with the **Grant Professionals Association** and the **National Grant Management Association**, as well as various local, state and federal grantor agencies.

  The following trainings were attended during the month of February:
  - **Comprehensive Local Needs Assessment (CLNA) Workshop #1** – the goal of the session included a presentation of THECB's various changes to the CLNA and Local Application, a breakdown of CLNA tasks and prompts, as well as a review of the first CLNA topic.
  - **College-Wide Professional Development Day** – convened with team to discuss departmental structure; participated in various team building activities.
  - **CLNA Workshop #2** – the goals of the session included the development of the CLNA topic and the introduction of framework for the Local Application development and Perkins Budget Planning.
  - **CLNA Workshop #3** – the goal of the session was to continue the development of the CLNA topic, introduce the framework for Local Application development and finalize Perkins Budget Planning.
  - OSI Grant and Contract Compliance Specialist attended the **National Grants Management Association** (NGMA) Conference in Washington, D.C.

Executive Director Meetings:

- Met with hiring committee for the position of HR Director of Employee Relations and Title IX.
- Ribbon cutting ceremony for STC-VIDA grant. Intelligent Video Solutions, producers of simulation software, was on site.
- Attended the Institutional Leadership Council (ILC) February meeting.

- Met with internal stakeholders to discuss the Google Cybersecurity Grant.
- Met with Grant Accounting to review the reimbursement request to Hidalgo County associated with ARPA funds.
- Conducted interviews for NAH Initiatives Manager position.
- Attended Region One Education to Career Pathways meeting.
- Met with VP Rodriguez, VP Hebbard and Grant Accounting team to discuss the partnership between the STC Education Foundation and the Promise Grant.
- Attended the STC AY 25-26 Academic Calendar Committee meeting.
- Met with Grant Accounting to discuss RSTEF's STC Promise Program.
- Attended the welcome reception for McAllen ISD superintendent with VP Rodriguez and VP Hebbard.
- Met with Workforce Solutions, Dr. Valerio and Grant Accounting team to discuss STC/TIP Grant updates.
-

Next Steps:

- Participate in the Brighter Workday Steering Committee meeting.
- Review applicants for the Resource Development Officer position, meet with the search committee to select top applicants, and extend invitations for an interview to selected candidates.
- Attend the Connecting Minority Communities (CMC) quarterly meeting.
- Meet with the Academic Initiatives Officer to discuss the Academic Affairs department's planning phases for grants.
- Meet with ISPPSI-OSI Project Manager and senior officers to review and discuss the department's Pre-Award Management steps.
- Attend the 2024 Annual Workforce summit.
- Attend Region One ESC's Perkins Innovation and Modernization (PIM) grant award announcement.
- Attend follow up meeting with Academic Calendar Committee members.
- Continue to review and enhance processes for increased efficiency.
- Continue to represent STC and OSI with internal and external stakeholders, partners and community agencies.
- Continue to lead and manage the OSI team.