

# BOARD OF TRUSTEES

*John Freeman, Chair  
Maxwell Barr, Vice-Chair  
Adrian Calvio, Secretary*

*Patricia Bennett  
Michael Flores  
Mark Morgan  
Ryan Williams*

## PRESIDENT

*CHERYL SPARKS*

**VP ACADEMIC and  
STUDENT  
AFFAIRS**

**ADMINISTRATIVE  
DEANS  
INSTRUCTION AND  
STUDENT  
SERVICES**

**BIG SPRING AREA  
SAN ANGELO  
SWCID (CO-DEANS)**

**WORKFORCE AND  
COMMUNITY  
DEVELOPMENT  
OFFICERS**

**BIG SPRING AREA  
SAN ANGELO**

**CHIEF BUSINESS  
OFFICER/INTERNAL  
AUDITOR**

**CHIEF FISCAL  
OFFICER/  
CONTROLLER**

**CHIEF  
OPERATIONS &  
ATHLETIC  
OFFICER**

# BOARD OF TRUSTEES

**PRESIDENT**  
*Cheryl Sparks*  
 Government Affairs  
 Legal Counsel Liaison  
 Legislative Strategy  
 Service Area Development  
 Internal and External Communication

**ASSISTANT TO THE PRESIDENT/DISTRICT DIRECTOR INSTITUTIONAL ADVANCEMENT**  
*Julie Bailey*

- Fundraising
- Alumni Affairs
- Foundations
- Special Events
- Board Support
  - > Policies/Handbook
  - > Agenda and Minutes
  - > Elections
  - > Training

**EXECUTIVE ASSISTANT**  
*Emma Garcia*  
 Employee Handbook

**DISTRICT DIRECTOR HUMAN RESOURCES**  
*Rhonda Kernick*

- Personnel and Benefits
- Contracts/Letters of Employment
- Employee ADA Accommodation
- Salary Structure/Determination/Surveys
- Federal and State Reporting
  - > Department of Labor, Department of Commerce, TWC, Texas Attorney General, EEOC, Veteran's Affairs, Insurance, IPEDS, IRS, SSA, THECB, LBB, ERS, TRS, INS
- Evaluations, Testing
- Mandatory Training
- Grievance Process
- Payroll
- Employment Process

**ADMINISTRATIVE DEANS INSTRUCTION/STUDENT SERVICES**

Big Spring Area <i>Erin MacKenzie</i>	San Angelo <i>Pam Callan</i>	SWCID <i>Nancy Bonura Danny Campbell</i>
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**COMMUNITY and WORKFORCE DEVELOPMENT OFFICERS**  
*Jamie Rainey Fabian Serrano*

**VP of ACADEMIC and STUDENT AFFAIRS**  
*Amy Burchett*

**CHIEF FISCAL OFFICER/CONTROLLER**  
*Brenda Claxton*

**CHIEF BUSINESS OFFICER/INTERNAL AUDITOR**  
*Steve Smith*

**CHIEF OPERATIONS & ATHLETIC OFFICER**  
*Terry Hansen*

- |   |  |  |   |   |   |   |
|---|--|--|---|---|---|---|
| <ul style="list-style-type: none"> <li>Program/Curriculum Development</li> <li>District Schedule</li> <li>Faculty Professional Development</li> <li>Teaching and Learning Effectiveness</li> <li>Instructional Divisions                             <ul style="list-style-type: none"> <li>• Course Development</li> <li>• Course Scheduling</li> <li>• Faculty Recruitment and Selection                                     <ul style="list-style-type: none"> <li>• Faculty Orientation</li> <li>• Learning Outcome Assessment</li> <li>• Faculty Evaluation</li> <li>• Advisory Committees</li> <li>• PTK</li> </ul> </li> </ul> </li> <li>Educational Partnership Implementation                             <ul style="list-style-type: none"> <li>&gt; Dual Credit</li> <li>&gt; Interinstitutional</li> <li>&gt; Military</li> <li>&gt; Special Projects</li> </ul> </li> <li>Instructional Grant Implementation</li> <li>Adult Education Literacy (SA)</li> </ul> | <ul style="list-style-type: none"> <li>Student Development</li> <li>Staff Professional Development</li> <li>Student Services</li> <li>Effectiveness</li> <li>Student Services/Retention                             <ul style="list-style-type: none"> <li>• Orientation</li> <li>• Academic Advising/Veterans</li> <li>• Testing and Tutoring</li> <li>• Disability Services</li> <li>• Personal Counseling</li> <li>• Health Services (BS &amp; SW)</li> <li>• Housing (BS &amp; SW)</li> <li>• Career Services</li> <li>• Student Center</li> <li>• Activities</li> <li>• Discipline</li> <li>• Complaints</li> <li>• Athletics (BS &amp; SW)</li> <li>• Site Security</li> <li>• Community Outreach                                     <ul style="list-style-type: none"> <li>• Fitness Center (BS)</li> <li>• Child Care (BS)</li> <li>• Ag Complex (BS)</li> <li>• Summer Camps</li> </ul> </li> <li>• Auxiliary Services                                     <ul style="list-style-type: none"> <li>• Contract Operations   <ul style="list-style-type: none"> <li>• Bookstore</li> <li>• Food Service (BS&amp;SW)</li> </ul> </li> <li>• Local Workforce Solutions (BS)</li> </ul> </li> <li>Disability Services</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>Community Development and Relations (SA)                             <ul style="list-style-type: none"> <li>• Fundraising</li> <li>• Alumni Affairs</li> <li>• Chamber</li> <li>• Foundation</li> <li>• Special Events</li> </ul> </li> <li>West Texas Training Center Operations (SA)</li> <li>Educational Partnership Development                             <ul style="list-style-type: none"> <li>• Dual Credit</li> <li>• Federal and Private Prisons</li> <li>• Interinstitutional</li> <li>• Special Projects</li> <li>• Military</li> </ul> </li> <li>Correctional Studies Operations (BS)</li> <li>Workforce Development                             <ul style="list-style-type: none"> <li>• Bus and Ind Outreach</li> <li>• Grants/Skills Dev, JET</li> </ul> </li> <li>Workforce Training and Community Education Implementation                             <ul style="list-style-type: none"> <li>• Curriculum Development</li> <li>• Course Scheduling</li> <li>• Faculty Recruitment and Selection                                     <ul style="list-style-type: none"> <li>• Faculty Orientation</li> <li>• Faculty Professional Development</li> </ul> </li> <li>• Student Outcome Assessment</li> <li>• Evaluations</li> <li>• Advisory Committees</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>Federal, Regional, State and Local Compliance/Reports                             <ul style="list-style-type: none"> <li>• Department of Education/Office of Civil Rights/FERPA</li> <li>• SACSCOC</li> <li>• THECB</li> <li>• School Districts</li> <li>• Interinstitutional</li> <li>• Title IX, VI, Section 504/Title II</li> </ul> </li> <li>Faculty Credentials</li> <li>Code of Student Conduct/Handbook</li> <li>Catalog</li> <li>Articulation Agreements</li> <li>Memorandums of Understanding</li> <li>Research and Reporting</li> <li>Information Technology Services                             <ul style="list-style-type: none"> <li>• System</li> <li>• Network</li> <li>• Technical Services</li> </ul> </li> <li>eLearning Services</li> <li>Library Services</li> <li>Student Admissions and Records                             <ul style="list-style-type: none"> <li>• Enrollment Services</li> <li>• International Affairs</li> <li>• Veterans</li> <li>• Records Management</li> </ul> </li> <li>Financial Aid                             <ul style="list-style-type: none"> <li>• Title IV</li> <li>• Scholarships</li> </ul> </li> <li>Information/Outreach                             <ul style="list-style-type: none"> <li>• Marketing/Advertising</li> <li>• Website</li> <li>• Social Media</li> <li>• Recruiting</li> <li>• State Open Records Compliance</li> <li>• Publications</li> <li>• Grant Development</li> </ul> </li> <li>Institutional Effectiveness                             <ul style="list-style-type: none"> <li>• Planning</li> <li>• Program Reviews</li> <li>• Outcome Assessment</li> </ul> </li> <li>College Readiness Initiative</li> </ul> | <ul style="list-style-type: none"> <li>Audit Oversight</li> <li>Bond Compliance</li> <li>Tax Regulations</li> <li>Investments</li> <li>Federal and State Reporting                             <ul style="list-style-type: none"> <li>• LBB</li> <li>• State Auditor's Office</li> <li>• Texas Higher Education Coordinating Board</li> </ul> </li> <li>Depository</li> <li>Budget Analysis and Forecasting</li> <li>Budget Prep/Control</li> <li>Student Accounting</li> <li>Financial Accounting</li> </ul> | <ul style="list-style-type: none"> <li>Internal Auditing</li> <li>Purchasing</li> <li>Property Accounting and Inventory</li> <li>Federal Property Reporting</li> <li>Risk Management</li> <li>Accounting and Compliance                             <ul style="list-style-type: none"> <li>• External Funds</li> <li>• Fundraising/Foundations</li> </ul> </li> <li>Contracts</li> <li>Auxiliary Services Contracts                             <ul style="list-style-type: none"> <li>• Bookstore</li> <li>• Food Service</li> <li>• Local Workforce Solutions (BS)</li> <li>• Howard County Extension Office</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>Facilities Master Planning</li> <li>Construction Management</li> <li>Environmental Compliance/EPA</li> <li>Safety/Wellness</li> <li>Emergency Operation</li> <li>Security</li> <li>Facility ADA Accommodations</li> <li>Plant and Fleet Maintenance</li> <li>Grounds</li> <li>Transportation</li> <li>Coliseum</li> <li>Athletics</li> </ul> |
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# BOARD OF TRUSTEES

**PRESIDENT**  
*Cheryl Sparks*

INTERNAL AUDITOR  
*Steve Smith*

ASSISTANT TO THE PRESIDENT/  
DISTRICT DIRECTOR INSTITUTIONAL  
ADVANCEMENT  
*Julie Bailey*

EXECUTIVE ASSISTANT  
*Emma Garcia*

DISTRICT DIRECTOR HUMAN  
RESOURCES  
*Rhonda Kernick  
Jana Smith  
Beth Spence  
Laura Hughes*

*Mary Wallace-SA*

**CO-ADMINISTRATIVE  
DEANS-SWCID**  
*Nancy Bonura/Danny  
Campbell*

Dean of Instruction-  
*Danny Campbell*  
Dean Student Services-  
*Nancy Bonura*  
Director of Student  
Success-*Jim  
Walterhouse*  
Interpreter/Assistant to  
Adm Dean-*Shannon  
Creswell*  
Assistant to Adm Dean-  
*Mona Moore*

**ADMINISTRATIVE  
DEAN-San Angelo**  
*Pam Callan*

Instructional Deans:  
Health Professions-  
*Michelle  
Trubenstein*  
Career Technical  
Education-*Terri  
Nix*  
General Studies-  
*Lanna Hubbard*  
Dir of Student  
Success-*Madison  
Huth*  
Dir AEL-*Nicole  
Stevens*  
Asst to Adm Dean-  
*Marv Wallace*

**ADMINISTRATIVE  
DEAN Big Spring  
Area**  
*Erin MacKenzie*

Instructional Deans:  
Workforce  
Education-*Gayla  
Williams*  
General Studies-  
*Amber Kelly*  
Dean Student  
Services-*Christi  
Mikeska*  
Director Lamesa Site-  
*Monica Castro*  
Director Student  
Support-*Bryan  
Stokes*  
Director Dual  
Credit/Print Shop-  
*Danny Sparks*  
Assistant to Adm -  
*Dianah Collom*

**WORKFORCE AND  
COMMUNITY  
DEVELOPMENT  
OFFICER/SA**  
*Jamie Rainey*

Director Advancement  
and Information-  
*Debbie Velasquez*  
Coordinator Workforce  
Training-*Melissa  
Mendez*  
Coordinator Workforce  
Training-open  
Assistant to Workforce  
and Community  
Development  
Officer-*Donna  
Bethune*  
Assistant to CE-*Carol  
Kelley*

**WORKFORCE AND  
COMMUNITY  
DEVELOPMENT  
OFFICER/BS**  
*Fabian Serrano*

Program Chair FCI-  
*Marty Rice*  
Program Chair  
Workforce  
Training-*Open*  
Workforce Training  
Assistant-  
*Courtney  
Burgans*  
Director AEL-*Tammy  
Alexander*  
Assistant/  
Coordinator  
Prison Programs-  
*Idona Reid*

**VP of ACADEMIC and  
STUDENT AFFAIRS**  
*Amy Burchett*

District Research/Reporting  
Officer-*Rebecca Villanueva*  
District Director eLearning  
Services-*Kym Clark*  
District Dean Libraries-*Mavour  
Braswell*  
District Dean IT Services-*Eric  
Hansen*  
District Director  
Information/Marketing-  
*Cindy Smith*  
District Registrar-*TaNeal  
Richardson*  
District Dean Financial Aid-  
*Candice Maldonado*  
District Director Title  
V/*Lewanda Diaz*  
District Director College  
Readiness Initiative-*Susan  
Strickland*  
District Director Institutional  
Assessment-*Melissa Miller*  
District Director Student  
Support-*Bryan Stokes*  
Assistant to Vice-President-  
*Channel Parrish*

**CHIEF BUSINESS  
OFFICER/  
INTERNAL AUDITOR**  
*Steve Smith*

District Financial /Grant  
Accountant-*Margaret  
Cervantes*  
District Director Business  
and Financial  
Services-*Sandra  
Thomas*  
Grant Managers  
District Assistant for  
Business and  
Financial Services-  
*Shanna Smith*  
District Business  
Services Assistant-  
*Katy Hahn*

**CHIEF FISCAL  
OFFICER/  
CONTROLLER**  
*Brenda Claxton*

District Director  
Financial Accounting-  
*Jeannie Carroll*  
District Director Student  
Accounting-*Laura  
Fitzpatrick*  
District Financial /Grant  
Accountant-*Margaret  
Cervantes*  
District Director  
Business and  
Financial Services-  
*Sandra Thomas*  
District Assistant for  
Business and  
Financial Services-  
*open*

**CHIEF OPERATIONS  
& ATHLETIC  
OFFICER**  
*Terry Hansen*

Directors of Facilities and  
Fleet Maintenance  
BS-*Shane Clark*  
SA-*Steve Hoelscher*  
SW-*Craig Caudill*  
Grounds Supervisor/BS-  
*Ricky Sneed*  
Baseball-*Rob Martinez*  
Men's Basketball-*Scott  
Raines*  
Women's Basketball-*Earl  
Diddle*  
Softball-*Kelly Raines*  
Rodeo-*Chad Castillo*  
Coliseum Event  
Coordinator-*Calvin Belvin*  
Coliseum Assistant-  
*Janey Tino*