

# 2023-2024 RANGER COLLEGE STANDING COMMITTEES

Shared responsibility and leadership are essential to accomplish the mission and goals of Ranger College. The following standing committees form a framework for shared governance; strategic planning and execution; assessment and continuous improvement; and compliance with SACSCOC accreditation standards, THECB regulations, and state and federal laws.

Standing Committees develop recommendations and take decisions as necessary to foster a culture of evidence, of shared governance, and of continuous improvement within the college. The Committees interpret SACSCOC criteria, define adequacy of resources as appropriate to the college, identify and address potential compliance and/or documentation issues, and ensure alignment of actions to the College's mission, vision, core values, and strategic plan. Standing Committees may form subcommittees to address highly specialized topics; however, any subcommittees' function is to make recommendations to the primary Committee; subcommittees are not to make decisions independently.



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# RANGER COLLEGE

## MISSION, CORE VALUES, VISION STATEMENT, AND STRATEGIC PLAN 2023-2028

### MISSION

The mission of Ranger College is to transform lives and give students the skills to be a positive influence in their communities.

#### Mission Scope

Ranger College carries out its mission through a clearly defined set of programs, services, and community partnerships. These include:

- 6+6 Pathways to Success
- Continuing education programs
- Customized training
- Developmental courses
- Distance education programs
- Dual credit programs
- Hispanic-Serving Institution (HSI)
- International student program
- Ranger REACH
- Student-Athlete programs
- Texas Guided Pathways
- TRIO Student Support Services (SSS)
- University transfer programs
- Upward Bound
- Workforce education programs

### CORE VALUES

- **Integrity:** We commit to remaining fair, honest, ethical, and transparent in all of our dealings. We hold ourselves accountable to the communities we serve, and we diligently strive to ensure that what we say is always fully aligned and coherent with what we do.
- **Excellence:** We strive to deliver programs, teaching, and service that are of the highest quality, and we commit to the continuous pursuit of improvement.
- **Community:** We are committed to the cultivation of positive relationships and valuable common experiences among students, faculty, and staff. We are also committed to the cultivation of constructive partnerships and positive relationships with the communities we serve. We recognize both types of community-building as crucial to the fulfillment of our mission.
- **Unity:** We believe everyone should be respected and are committed to the experience of cooperation and acting with purposeful reflection to uphold our vision and mission.
- **Leadership:** We value the unique strengths of our students, faculty, and staff, and we encourage all members of our community to lead from where they are by seeking opportunities to create positive change.

## **VISION STATEMENT**

Ranger College will be the trusted leader in meeting current and emerging needs for training and education that transforms lives, inspires hope, and builds communities.

## **UNITY STATEMENT**

We stand united as a community committed to excellence, respect, and collaboration. We embrace our differences and recognize that together we are stronger. Through mutual support, understanding, and teamwork, we foster a culture of care where every individual is valued and empowered to achieve their full potential.

## **STRATEGIC PLAN 2023-2028**

Ranger College will create a culture of quality through the three Wildly Important Goals (WIGs):

### **1. Increase Enrollment**

- 1.1 Strategic Initiative: Implementation of an intrusive advising plan  
*Success Indicator: Increase from X in Fall 2023 to Y in Fall 2028 (baseline and target numbers will be set after CCSSE/SENSE survey is completed)*
- 1.2 Strategic Initiative: Implementation of an active student recruitment plan  
*Success Indicator: Increase enrollment of FT students from 733 in Fall 2022 to 900 in Fall 2027*
- 1.3 Strategic Initiative: Increase the number of certificates and degrees awarded  
*Success Indicator: Increase the number of certificates and degrees (Credit & Non-credit) awarded from 450 in 2023 to 600 by 2028*
- 1.4 Strategic Initiative: Increase the fall-to-fall retention rate of full time students  
*Success Indicator: Increase the fall-to-fall retention rate of full time students (excluding Vocational Nursing and Cosmetology students) from 30.3% (3-yr avg) by 5% to 35.3% in fall 2024 to fall 2028. Implementing an Early Alert System will be crucial for increasing retention (hopefully using Canvas functionality since Jenzabar won't be available until 2024).*

### **2. Improve Communication**

- 2.1 Strategic Initiative: Design a Strategic Communications Plan (SCP) to improve communication and broaden engagement  
*Success Indicator: +20% increase in "Satisfied" and higher score on pre- and post-surveys of stakeholder satisfaction*
- 2.2 Strategic Initiative: Design and deploy tools and processes to ensure effective, inclusive communication with all stakeholders. These will include, but are not limited to, (1) a weekly list of news items sent to all stakeholders as brief bullet points, (2) a new calendar policy with multiple contributors, (3) a periodic Presidential podcast, and (4) regular press releases.  
*Success Indicator: +20% increase in "Satisfied" and higher score on pre- and post-surveys of stakeholder satisfaction*
- 2.3 Improve use of communication technologies. These will include, but are not limited to (1) the development of a Ranger College app for messaging, calendar, alerts, updates, et cetera, (2) the implementation of a website chatbot, and (3) training courses for faculty and staff in Canvas.

Success Indicator: +20% increase in “Satisfied” and higher score on pre- and post-surveys of stakeholder satisfaction

### 3. Improve Facilities

- 3.1 Strategic Initiative: Remodel Fine Arts Building for Ranger Reach Pathways Center  
*Success Indicator: Remodel the Fine Arts Building for Ranger REACH Pathways Center by December 2025*
- 3.2 Strategic Initiative: Repair Athletics Building / Regents Hall HVAC and Plumbing Systems  
*Success Indicator: Repairs completed by August 2025*
- 3.3 Strategic Initiative: Build new Ranger Rodeo Grounds  
*Success Indicator: New Rodeo Grounds completed by December 2024*
- 3.4 Strategic Initiative: Develop and implement an all-campus maintenance and beautification strategy to address current, essential needs  
*Success Indicator: All-campus maintenance and beautification plan in full implementation by May 2024*
- 3.5 Strategic Initiative: Develop and communicate a comprehensive, transparent, and fiscally achievable all-campus facilities master plan that addresses future facility & beautification needs of Ranger Campus, Erath County Center, and Brown County Center  
*Success Indicator: Updated, comprehensive campus master plan posted on Ranger College website by December 2024*

# **ADMINISTRATIVE COUNCIL**

## **STRATEGIC PLAN ALIGNMENT: All**

**DESCRIPTION:** The Administrative Council exists for the administration to support Ranger College's commitment to shared governance, as a formal organization for communicating concerns relative to college policies, regulations, and other matters with responses made to the subordinate councils. The Administrative Council coordinates the college's master planning process and bears key responsibilities for all institutional effectiveness activities. It also exists for the purpose of enhancing communication between campuses and administrative units.

**REPORTS/ RECOMMENDS TO:** Board of Regents

**COMPOSITION:** President, Vice Presidents, Deans, Athletic Director, Chief Financial Officer, and others as designated

**SCHEDULE:** Twice per month or as necessary

## **RESPONSIBILITIES:**

1. To coordinate the planning process:
  - By planning reviews for each unit of Ranger College
  - By developing and implementing procedures for establishing goals/objectives on an annual basis and based on prior year assessment/evaluation data.
2. To oversee development of the Annual Plan, the Facilities Master Plan, the Institutional Effectiveness Plan, and budget as a committee of the whole and/or via individual members.
3. To develop administrative procedures, board policies, titles/terms/accreditation factors, and organization structure.
4. To monitor financial resources, physical resources/facilities, grants and contracts, maintenance projects, and special projects.
5. To approve a yearly Calendar of Events with a preliminary plan
6. Evaluation Process/Assignment #1: To receive assessment reports and to Evaluate and/or address any item that is not in full compliance with the SACSCOC Principles of Accreditation.
7. Evaluation Process/Assignment #2: To receive assessment reports and to evaluate items in the Core Requirements and Standards, which mandate regular evaluations.
8. Evaluation Process/Assignment #3: To receive assessment reports and to evaluate RC's compliance with the Texas Performance Measures.
9. Evaluation Process/Assignment #4: To receive assessment reports and to evaluate completion of the 2019-2020 Division Unit Goals/Objectives.
  - A. Division/ Unit of Administrative Services
  - B. Division/Unit of Academic Programs
  - C. Division/Unit of Student Support Services
  - D. Division /Unit of Community and Public Services
10. To annually evaluate recruiting programs.
11. To complete documentation of improvements made as a result of evaluation recommendations.

12. To recommend the criteria for salary increases. To hear salary/experience factor appeals when normal review and negotiations fail.
13. To approve fundraising proposals and to receive project completion reports.
14. To operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

### **2023-2024 Membership**

1. Derrick Worrels, President, Chair
2. Ahmy Arca, Vice President of Student Services
3. Amy Spindle, Director of Human Resources
4. Debbie Karl, Vice President of Institutional Effectiveness & Accreditation
5. Dixon Bailey, Executive Vice President of Workforce and Economic Development
6. Don Hilton, Director of Financial Aid
7. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center
8. Dr. Sandra Lee, Dean of Allied Health
9. Evelyn Guillen, HSI Project Director
10. Gabe Lewis, Dean of Student Life
11. Gaylyn Mendoza, Senior Vice President of Financial & Administrative Services/CFO
12. John Slaughter, Director of Institutional Research
13. Lindy Matthews, Vice President of Institutional Advancement
14. Luis Ramirez, Vice President of Dual Credit and Erath County Center
15. Patricia Woolam, Purchasing Coordinator
16. Rick Justice, History Faculty
17. Robert Culverhouse, Associate Vice President of Technology
18. Scott Norwood, Athletic Director
19. Shayla Honeycutt, Registrar
20. Stan Feaster, Assistant to the President
21. Stephanie Williams-Worrels, AVP Advising/Recruiting/Counseling

# **ADVISING COMMITTEE**

## **STRATEGIC PLAN ALIGNMENT: 2.1, 2.3, 2.4, 2.5**

**DESCRIPTION:** The Advising Committee aims to institutionalize best practices of quality and equitable advising by developing guidelines across all Ranger College locations. The Advising Committee is dedicated to improving advising through face-to-face and online training and recommending changes for all the College's advisors.

**REPORTS/ RECOMMENDS TO:** Administrative Council/Vice President of Student Services

**COMPOSITION:** Associate Vice President/Director of Advising, Registrar, Advisors, plus various faculty and staff.

**SCHEDULE:** At least once per academic year

### **RESPONSIBILITIES:**

1. Develop and recommend standards of good practice for advising both Ranger College Students and Ranger College Dual Credit Students.
2. Review policies and guidelines and recommend changes to support quality, equitable and holistic advising.
3. Review four-year programs for alignment with our Pathways Courses.
4. Review transfer requirements for four-year institutions.
5. Provide input on advising handbooks/orientations.
6. Recommend improvements to improve advising.
7. Review college readiness test scores, exemptions, and co-requisite requirements/limitations.
8. Operate to create a system of excellence that ensures student success.

### **2022- 2023 Membership**

1. Stephanie Williams-Worrels, AVP Advising/Recruiting/Counseling, Chair
2. Connie Gonzalez, IT Technical Support Specialist
3. Cortney Kolb, Generalist
4. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center
5. Evelyn Guillen, HSI Project Director
6. Gabe Lewis, Dean of Student Life
7. Gena Camacho, SSS Transfer/Career Advisor
8. Jewelian Smith, Academic Advisor/Recruiter
9. Kim Sandford, Generalist
10. Lisa Williams, CTE Advisor/Career Coach
11. Luis Ramirez, Vice President of Dual Credit and Erath County Center
12. Rainey Tucker, Dual Credit Coordinator
13. Shayla Honeycutt, Registrar



# **ARTIFICIAL INTELLIGENCE (AI) COMMITTEE**

**STRATEGIC PLAN ALIGNMENT:** WIG 1.1, 1.2, 1.4, WIG 2

**DESCRIPTION:** The purpose of the AI Committee is to research and discover uses of artificial intelligence in higher education.

**REPORTS/ RECOMMENDS TO:** Administrative Council

**COMPOSITION:** AVP of Technology (chair), plus various administration, faculty, and staff

**SCHEDULE:** At least once during fall and spring semesters

## **RESPONSIBILITIES:**

1. To research information concerning AI, specifically for use in higher education.
2. To provide information on how AI can improve the college's function overall including but not limited to :
  - Recruitment
  - Admissions
  - Instruction
  - Retention
  - Communication
  - Back-Office operations
  - Student Life

## **2023-2024 Membership**

1. Robert Culverhouse, AVP of Technology, Chair
2. Ahmy Arca, Vice President of Student Services
3. Debbie Karl, Vice President of Institutional Effectiveness & Accreditation
4. Dr. Lindy Matthews, Vice President of Institutional Advancement
5. Dr. Sandra Lee, Dean of Allied Health
6. Patricia Woolam, Purchasing Coordinator
7. Stan Feaster, Assistant to the President
8. Stephanie Williams-Worrels, AVP Advising/Recruiting/Counseling
9. Travis Rogers, Asst. Director of Physical Plant

# **CARL PERKINS GRANT V COMMITTEE**

**STRATEGIC PLAN ALIGNMENT:** 1.1, 1.2, 2.1, 2.5, 2.7, 2.9, 3.3, 4.2, 6.2, 9.1, 9.3, 9.4

**DESCRIPTION:** The purpose of the Perkins V Committee is to provide oversight and direction to achieve or surpass the Perkins V Core Indicators required by the Texas Higher Education Coordinating Board and the Department of Education (DOE) to apply and be approved for Perkins V funding to strengthen Career & Technical Workforce Education.

**REPORTS/ RECOMMENDS TO:** Administrative Council

**COMPOSITION:** CTE Coordinator (Chair), Vice President of Accreditation and Institutional Effectiveness, Executive Vice President of Workforce Development, Director of Workforce Development & Continuing Education, Director of Institutional Research, Dean of Workforce Programs, Vice President of Instruction, Dean of Allied Health, Dean of Enrollment Management, Director of Dual Enrollment, plus various faculty and staff

**SCHEDULE:** At least twice during fall and spring semesters during first two years of grant; monthly or as needed in the third year of grant to update the Comprehensive Local Needs Analysis to meet deadline established by the Higher Education Board.

**RESPONSIBILITIES:**

Create aid and provide evidence through data review, stakeholder consultations and CTE workforce program evaluation to complete the Carl Perkins V Grant Comprehensive Local Needs Analysis.

1. Evaluate student performance in the CTE workforce programs
2. Evaluate size, scope & quality of CTE workforce programs
3. Evaluate local labor market needs and alignment with CTE workforce programs
4. Evaluate CTE workforce programs of study implementation
5. Evaluate faculty/staff recruitment, retention, and training
6. Evaluate access and equity for special populations
7. Compose stakeholder engagement strategy and action plan

**2023-2024 Membership**

1. Lisa Williams, CTE Advisor/Career Coach, Chair
2. Ahmy Arca, Vice President of Student Services
3. Amanda (Mandy) Walker, Cosmetology Faculty
4. Debbie Karl, Vice President of Accreditation & Institutional Effectiveness
5. Dixon Bailey, Vice President of Workforce Development
6. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center
7. Dr. Sandra Lee, Dean of Allied Health
8. JD Gambino, EMT Program Coordinator
9. John Slaughter, Director of Institutional Research
10. Keni Shaw, Director of Workforce Development & Continuing Education
11. Michael Lippert, Machining Program Coordinator & Dean of Workforce Education
12. Robert Culverhouse, Associate Vice President of Technology
13. Stacey Baker-Wall, VN Coordinator
14. Wendy Herrod, Cosmetology Coordinator

# **COMMENCEMENT COMMITTEE**

## **STRATEGIC PLAN ALIGNMENT: 2.6**

**DESCRIPTION:** The purpose of the Commencement Committee is to plan, organize, budget, and implement all of Ranger College's commencement ceremonies.

**REPORTS/ RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Registrar, Director of Physical Plant, Director of Security, Vice President of Administrative Services/HR, Vice President of Instruction, staff, and faculty

**SCHEDULE:** At least once during fall and spring semesters

## **RESPONSIBILITIES:**

1. Make recommendations regarding suitable venues for holding commencement ceremonies.
2. Plan the process and logistics of commencement ceremonies and communicate these to the President.
3. Enlist and organize all faculty and staff who are necessary for holding commencement ceremonies.
4. Coordinate the planning of commencement ceremonies with college offices and outside vendors.
5. Make recommendations to the President for commencement speakers.
6. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

## **2023-2024 Membership**

1. Shayla Honeycutt, Registrar, Chair
2. Ahmy Arca, Vice President of Student Services
3. Chuck Lemaster, Director of the Physical Plant
4. Clarie Pedrazzetti, Records Specialist
5. Courtney Kolb, Generalist
6. Darrell Fox, Director of Security
7. Dr. Awilda Hayes, ADN Faculty
8. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center
9. John Slaughter, Director of Institutional Research
10. Joy Raines, Asst. Registrar
11. Kenneth Edwards, MG Technician I
12. Kiela Whitten, EMS Faculty
13. Lindy Mathews, Vice President of Institutional Advancement
14. Regina Emmins, Custodian
15. Scott Norwood, Athletic Director
16. Sean Coleman, JV Head Basketball Coach
17. Stan Feaster, Assistant to the President

# **CURRICULUM COMMITTEE**

## **STRATEGIC PLAN ALIGNMENT: 2.4, 6.1, 6.2, 9.1**

**DESCRIPTION:** The purpose of the Curriculum Committee is to study the instructional programs of the College, to consider proposals for the development of new programs, to consider proposals for course changes and core curriculum changes, and to make recommendations for the continual process of reviewing and updating the college's curricula.

**REPORTS RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Vice President of Instruction, Executive Vice President of Workforce Development, Vice President IE & Accreditation, Registrar, Deans, Director of Dual Credit, plus additional faculty and staff members.

**SCHEDULE:** At least once during fall and spring semesters

## **RESPONSIBILITIES:**

1. Ensure the integrity and substance of courses and programs offered at Ranger College.
2. Ensure the alignment of courses and programs with the College's mission and with SACSCOC accreditation standards.
3. Investigate feasibility of and make recommendations regarding the implementation of Open Educational Resources.
4. Conduct course and program development, revisions, additions, deletions, and evaluations to meet the needs of students.
5. Evaluate and review all proposals to create new courses or programs and/or modify or delete existing ones.
6. Evaluate and, as necessary, revise requirements for degrees and certificates.
7. Evaluate and, as necessary, revise the core curriculum.
8. Comply with all SACSCOC Core Requirements and Standards involving faculty and instruction.
9. Ensure that all courses within a field are taught using the same goals and objectives regardless of location and regardless of faculty status (full-time or adjunct).
10. Ensure that all faculty are using Ranger College syllabus guidelines to develop course syllabi.
11. Ensure curriculum quality and effectiveness.
12. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

## **2023-2024 Membership**

1. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center, Chair
2. Alyssa Cothran, English Faculty (Remote)
3. Corey Blais, Asst. Professor of Speech/Dir of AAT & Early Childhood Programs
4. Debbie Karl, Vice President of Institutional Effectiveness & Accreditation
5. Dixon Bailey, Executive Vice President of Workforce Development
6. Dr. Lance Hawvermale, Dean of Humanities & Fine Arts

7. Dr. Sandra Lee, Dean of Allied Health
8. Gretchen Geye, Dean of Natural & Physical Sciences
9. JD Gambino, EMT Program Coordinator
10. Jessica Brown, Dean of Mathematics
11. Jonathan Roach, Dean of Behavioral & Social Sciences
12. Luis Ramirez, Vice President of Dual Credit and Erath County Center
13. Michael Lippert, Machining Program Coordinator & Dean of Workforce Education
14. Shayla Honeycutt, Registrar
15. Stacey Baker-Wall, LVN Coordinator
16. Thomas (Ed) Barnes, Science Faculty

# **DISTANCE LEARNING COMMITTEE**

**A subcommittee of the Technology Committee**

**STRATEGIC PLAN ALIGNMENT: 2.1, 2.2, 2.6, 3.3, 8.1, 8.2**

**DESCRIPTION:** The purpose of the Distance Education Committee is to institutionalize best practices of a quality distance learning environment by developing guidelines for distance education courses and associated faculty training, and by making recommendations for all the College's distance education activities and technologies.

**REPORTS/ RECOMMENDS TO:** Technology Committee

**COMPOSITION:** Vice President of Instruction (Chair), Director of Dual Credit, IT Director, plus staff and faculty.

**SCHEDULE:** At least once per academic year

## **RESPONSIBILITIES:**

1. Develop and recommend standards of good practice for distance learning courses.
2. Review policies and guidelines and recommend changes to support quality distance learning programs.
3. Assist in the evaluation of distance learning activities and recommend changes to improve activities and outcomes.
4. Review and recommend support services provided to distance learning faculty and students.
5. Provide input on distance learning faculty and student handbooks/orientations.
6. Recommend development of new courses to be delivered by distance learning.
7. Advise faculty regarding professional development and resources needed to develop distance learning courses.
8. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

## **2022- 2023 Membership**

1. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center, Chair
2. Corey Blais, Asst. Professor of Speech/Dir of AAT & Early Childhood Programs
3. Dr. Yong-Hee Park, Assoc Professor of Government
4. Garrett Harrison, Head JV Baseball Coach
5. Gretchen Geye, Dean of Natural & Physical Sciences
6. Jamal Douglas, Mathematics Faculty
7. Jessica Brown, Dean of Mathematics
8. Jonathan Roach, Dean of Behavioral & Social Sciences
9. Kathy Lucky, Student Services Assistant
10. Kim Sandford, Generalist
11. Luis Ramirez, Vice President of Dual Credit and Erath County Center
12. Rebecca Plowman Guevara, Asst Professor of Mathematics
13. Rick Justice, History Faculty
14. Robert Culverhouse, Associate Vice President of Technology

# **FACILITIES, MAINTENANCE, & GROUNDS** **COMMITTEE**

## **STRATEGIC PLAN ALIGNMENT: WIG 3**

**DESCRIPTION:** The purpose of the Facilities, Maintenance, and Grounds Committee is to provide strategic management of the College's buildings and grounds in support of the College's mission and vision. This includes creating, updating, and maintaining a 3-5 year plan for maintenance, repairs, and upgrades.

**REPORTS/ RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Vice President of Student Services (chair), Director of Physical Plant, Assistant to the President, Director of Security, plus staff and faculty.

**SCHEDULE:** At least once during fall and spring semesters

## **RESPONSIBILITIES:**

1. Oversee and regularly review the current condition and use of campus buildings, grounds, and utilities to ensure their adequacy to support the College's mission and priorities.
2. Review organizational structure of the maintenance division and make recommendations regarding personnel needs.
3. Review the college safety and security plan and make any needed recommendations.
4. Review and update the Facilities Master Plan.
5. Consider/approve all facilities/maintenance proposals submitted to the Committee by college personnel.
6. Plan and coordinate the execution of all renovation projects
7. Plan and coordinate the execution of all construction projects.
8. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

## **2023-2024 Membership**

1. Gaylyn Mendoza, Senior Vice President of Financial & Administrative Services/CFO, Chair
2. Ahmy Arca, Vice President of Student Services
3. Alta Yeats, Administrative Asst Brown County
4. Amy Spindle, Director of Human Resources
5. Calvin Lawrence, Academic Success Coach
6. Chuck Lemaster, Director of the Physical Plant
7. Darrell Fox, Director of Security
8. Derrick Worrels, President
9. Dona Maldonado, Academic Success Coach
10. Jim Cockburn, Director of Student Support Services Program
11. Jon Madore, IT Specialist
12. Julio Guerra, Head Soccer Coach
13. Llew Rust, Head Rodeo Coach

14. Luis Ramirez, Vice President of Dual Credit and Erath County Center
15. Patricia Woolam, Purchasing Coordinator
16. Stan Feaster, Assistant to the President
17. Stephanie Williams-Worrels, AVP Advising/Recruiting/Counseling
18. Steve Kincannon, FA Advisor



# **INSTITUTIONAL EFFECTIVENESS COMMITTEE**

**A subcommittee of the Administrative Council**

**STRATEGIC PLAN ALIGNMENT:** WIG 1, WIG 2.2

**DESCRIPTION:** The Institutional Effectiveness Committee provides leadership for the overall direction and support of academic program and administrative unit effectiveness, assessment, and improvement. It oversees assessment and evaluation across campus to ensure integrated, meaningful, and sustained improvement, and supports the College's commitment to establishing outcomes assessment as an ongoing and integral part of its culture and its emphasis on quality programs and services. The Committee will undertake periodic reviews of the College's institutional mission, vision, and values to ensure they are current, accurate, and rightly calibrated. The Committee is charged with promoting the Mission of Ranger College as the primary guide in campus planning, decision-making, and resource allocation and advises and supports the President's development and periodic review of the College's strategic plan and initiatives. The Committee's work supports activities pertaining to SACSCOC standards of institutional effectiveness and does not supplant the work of discipline-specific accreditation or academic audit Committees.

**REPORTS/RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Vice President of Institutional Effectiveness & Accreditation (chair), Vice Presidents, Deans, Director of Institutional Research, plus staff and faculty

**SCHEDULE:** Once per month, or as appropriate

## **RESPONSIBILITIES:**

1. Review the Mission Statement, Vision Statement, and Core Values, and recommend changes.
2. Develop and maintain the College's Institutional Strategic Plan. The Committee will continuously review the Institutional Strategic Plan and conduct a comprehensive revision at least every five years.
3. Evaluate strategic needs and priorities of the College's mission as reflected in proposals that emanate from college governance, major institutional planning areas, and institutional committees.
4. Develop and maintain an IE process and timeline that is aligned with the college mission and strategic plan.
5. Assure the College's effectiveness in supporting academic quality and accomplishment of mission.
6. Plan annually for systematic documentation of institutional planning and assessment efforts.
7. Support ongoing connections between unit planning activities and institutional planning processes.
8. Provide oversight, guidelines, and resources for program-level, division-level, and unit-level implementation of assessment and evaluation activities.
9. Review annual IE plans and assessments and disseminate feedback.
10. Review institutional effectiveness reports of academic programs and non-academic units.
11. Oversee assessment and evaluation across campus to ensure integrated, meaningful, and sustained improvement.

12. Provide recommendations for budgeting and strategic planning based on results of IE process.
13. Communicate the results of institutional effectiveness efforts to appropriate campus and external stakeholders to promote accountability and transparency.
14. Conduct annual reviews of the forms, process, tools, and reporting format for institutional program review.
15. Make specific assignments to staff, faculty, and administration identified as having knowledge of and/or responsibility for institutional policies, procedures, activities, and data pertinent to the SACSCOC Decennial Compliance Reaffirmation and Fifth-Year Interim Report.
16. Serve as a campus-wide resource for information about institutional effectiveness efforts on campus.
17. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

### **2023-2024 Membership**

1. Debbie Karl, Vice President of Institutional Effectiveness & Accreditation, Chair
2. Ahmy Arca, Vice President of Student Services
3. Amy Spindle, Director of Human Resources
4. Dixon Bailey, Executive Vice President of Workforce & Economic Development
5. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center
6. Dr. Lance Hawvermale, Dean of Humanities & Fine Arts
7. Dr. Sandra Lee, Dean of Allied Health
8. Evelyn Guillen, HSI Project Director
9. Gaylyn Mendoza, Senior Vice President of Financial & Administrative Services/CFO
10. Gretchin Geye, Dean of Natural & Physical Sciences
11. Helen Cozart, Assistant Librarian
12. Jessica Brown, Dean of Mathematics
13. John Slaughter, Director of Institutional Research
14. Jonathan Roach, Dean of Behavioral & Social Sciences
15. Lindy Matthews, Vice President of Institutional Advancement
16. Luis Ramirez, Vice President of Dual Credit and Erath County Center
17. Michael Lippert, Machining Program Coordinator & Dean of Workforce Education
18. Patricia Woolam, Purchasing Coordinator
19. Stan Feaster, Assistant to the President
20. Stephanie Williams-Worrels, AVP Advising/Recruiting/Counseling

# **INTERCOLLEGIATE ATHLETICS OVERSIGHT** **COMMITTEE**

**DESCRIPTION:** The purpose of the Intercollegiate Athletics Oversight Committee (IAOC) is to act in an advisory role to the President and to the Athletics Director regarding the development and conduct of the intercollegiate athletics program to maintain intercollegiate athletics as an integral part of the college's educational mission. The committee develops, implements, and evaluates policies that balance intercollegiate athletics with academic rigor and promote gender equity in the intercollegiate athletic programs.

**REPORTS/ RECOMMENDS TO:** President

**COMPOSITION:** Assistant to the President (Chair), Financial Aid Director, President, Chief Financial Officer, Athletic Director, Coaching Staff, plus faculty and staff

**SCHEDULE:** Once during fall and spring semesters

**RESPONSIBILITIES:**

1. Annually provide input to the development of the goals and objectives of the Division of Athletics.
2. Review and recommend policies for the intercollegiate athletics program in accordance with the guidelines of the college, national associations, and conferences to which the college belongs.
3. Annually provide input to the development of the goals and objectives of the Division of Athletics.
4. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.
5. The Director of Athletics will provide the IAOC with an annual report at the fall meeting regarding the financial, academic, competitive, and gender equity state of the overall program. The IAC will analyze the annual report to provide advice and oversight of the athletics program. Specifically, the IAC will consider the following areas and any other areas deemed appropriate by the President, IAOC, and/or Director of Athletics:

National association and conference affiliations  
Long-range athletic programming/planning  
Addition or deletion of sports  
Admission policies and prices for athletic contests  
Programmatic integrity

Financing  
Gender equity  
Travel policy  
Academic integrity  
Student-Athlete eligibility

**2023-2024 Membership**

1. Stan Feaster, Assistant to the President, Chair
2. De'Torrian Green, Head Cross Country Coach
3. Derrick Worrels, President
4. Don Hilton, Director of Financial Aid
5. Gaylyn Mendoza, Senior Vice President of Financial & Administrative Services/CFO
6. Jon Hall, Director of Library and Learning Services

7. Louise Knight, Accounts Payable
8. Nick Hilton, Asst. Basketball Coach
9. Nicole Smith, Head Volleyball Coach
10. Ross Anderson, Asst. Soccer Coach
11. Scott Norwood, Athletic Director
12. Shelly Paige, Head Softball Coach
13. Vacant, Public Relations and Sports Information Officer

# **LEARNING RESOURCES COMMITTEE**

**STRATEGIC PLAN ALIGNMENT: 2.6, 2.9, 4.2, 9.3**

**DESCRIPTION:** The purpose of the Learning Resources Committee is to review and make recommendations for programs, services, and resources related to the College's library and instructional media resources, and to help ensure compliance of these services with SACSCOC's accreditation standards. The Committee works with students, faculty, and staff to identify corresponding needs of the college in these areas and to help ensure the College's responsiveness to those needs.

**REPORTS/ RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Faculty, Director of Library Services, Vice President of Instruction, plus faculty and staff

**SCHEDULE:** At least once during fall and spring semesters

## **RESPONSIBILITIES:**

1. Review the library's mission and goals.
2. Assist in planning for library and learning services, collections, institutional relationships, facilities, and off-campus sites.
3. Evaluate library services.
4. Advise the Director of Library and Learning Services on the need for new or expanded library services.
5. Monitor compliance of library and learning resources and services with SACSCOC accreditation standards.
6. Advise the Director of Library and Learning Services about curriculum and research materials needed to support academic programs and accreditation.
7. Provide input on policies, procedures, and services, and consider how these things affect student learning outcomes.
8. Make recommendations to the Director of Library and Learning Services, with copies to the faculty and the President.
9. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

## **2023-2024 Membership**

1. Dr. Lance Hawvermale, Dean of Humanities & Fine Arts, Chair
2. Devyn Hallmark, Academic Faculty
3. Dr. Awilda Hayes, ADN Faculty
4. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center
5. Dr. Roger Jones, Professor of English
6. Gretchin Geye, Dean of Natural & Physical Sciences
7. James Francis, Science Faculty
8. John Slaughter, Director of Institutional Research
9. Jon Hall, Director of Library Services
10. Jonathan Roach, Dean of Behavioral & Social Sciences

# **MARKETING AND COMMUNICATIONS COMMITTEE**

**STRATEGIC PLAN ALIGNMENT:** WIG 1, WIG 2, WIG 3

**DESCRIPTION:** The Marketing and Communications Committee serves an important role in aligning the college's marketing and communication efforts with its strategic goals and objectives. The primary purpose of this committee is to strategize, plan, and oversee marketing and communication activities that promote the college, enhance its brand, and engage with key stakeholders.

**REPORTS/ RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Vice President of Institutional Advancement, Vice President of Institutional Effectiveness, and other faculty and staff members

**SCHEDULE:** At least once per semester

## **RESPONSIBILITIES:**

1. Develop and implement marketing and communication strategies that align with the college's overall strategic plan.
2. Manage and safeguard the college's brand identity, ensuring consistency in messaging, visual elements, and tone across all communication channels.
3. The committee will develop advertising campaigns and promotional activities to raise awareness of the college, attract prospective students and promote events and programs.
4. The committee will guide the college's digital marketing efforts, including website management, social media strategy, email marketing, and online advertising.
5. The committee oversees the creation of marketing collateral, such as brochures, newsletters, press releases, and other materials that effectively communicate the college's message to various audiences.
6. The committee may conduct market research and analysis to understand the needs and preferences of current and prospective students, helping to shape marketing strategies and initiatives.

## **2023-2024 Membership**

1. Lindy Matthews, Vice President of Institutional Advancement, Chair
2. Ahmy Arca, Vice President of Student Services
3. Chuck Lemaster, Director of Physical Plant
4. Corey Blais, Asst Professor of Speech/Dir of AAT & Early Childhood Programs
5. Cortney Kolb, Generalist
6. Debbie Karl, Vice President of Institutional Effectiveness & Accreditation
7. Gabe Lewis, Dean of Student Life
8. Gena Camacho, SSS Transfer/Career Advisor
9. Helen Cozart, Assistant Librarian
10. Kaycie Shannon, Asst. Volleyball Coach
11. Lisa Williams, CTE Advisor/Career Coach
12. Luis Ramirez, Vice President of Dual Credit and Erath County Center

13. Roxanne Jester, Choir Director
14. Shanarya Moton, Executive Assistant
15. Shayla Honeycutt, Registrar
16. Stacy Tennison, Administrative Assistant to the Dean of Nursing
17. Stephanie Williams-Worrels, AVP Advising/Recruiting/Counseling

# **PATHWAYS COMMITTEE**

**STRATEGIC PLAN ALIGNMENT: 2.1, 2.2, 2.3, 2.5, 2.6, 2.8**

**DESCRIPTION:** The purpose of the Pathways Committee is to plan, implement, manage, and sustain large-scale transformational change with the goal to improve rates of college completion, transfer, and attainment of jobs with value in the labor market, and to achieve equity in those outcomes.

**REPORTS/ RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Vice President of Instruction (chair), President, Vice Presidents, Deans, Associate VP Erath County Center, Registrar, plus faculty and staff

**SCHEDULE:** At least once during fall and spring semesters

## **RESPONSIBILITIES:**

Align systems and practices to the four dimensions of the guided pathways model and associated essential practices:

### **1. Mapping Pathways to Student End Goals**

- A. Every program is well designed to guide and prepare students to enter employment and further education in fields of importance to the college's service area.
- B. Detailed information is provided on the college's website on the employment and further education opportunities targeted by each program.
- C. Programs are clearly mapped out for students and include connections to high school endorsements and dual credit courses. Students know which courses they should take and in what sequence. Courses critical for success in each program and other key progress milestones are clearly identified. All this information is easily accessible on the college's website.

### **2. Helping Students Choose and Enter a Pathway**

- A. Every new college student is helped to explore career/college options, choose a program of study, and develop a full-program plan as soon as possible.
- B. Special supports are provided to help academically unprepared students to succeed in the "gateway" courses for the college's major program areas—not just in college-level math and English—as soon as possible.
- C. Required math courses are appropriately aligned with the student's field of study.
- D. Intensive support is provided to help very poorly prepared students and adult basic learners to succeed in college-level courses as soon as possible.
- E. The college works with high schools and other feeders to motivate and prepare students to enter college-level coursework in a program of study when they enroll in college.

### **3. Keeping Students on A Path**

- A. Advisors monitor which program every student is in and how far along the student is toward completing the program requirements.



- B. Students can easily see how far they have come and what they need to do to complete their program.
- C. Advisors and students are alerted when students are at risk of falling off their program plans and have policies and supports in place to intervene in ways that help students get back on track.
- D. Assistance is provided to students who are unlikely to be accepted into limited-access programs, such as nursing or culinary arts, to redirect them to another more viable path to credentials and a career.
- E. The college schedules courses to ensure students can take the courses they need when they need them, can plan their lives around school from one term to the next, and can complete their programs in as short a time as possible.

#### **4. Ensuring Students Are Learning**

- A. Program learning outcomes are aligned with the requirements for success in the further education and employment outcomes targeted by each program.
- B. Students have ample opportunity to apply and deepen knowledge and skills through projects, internships, co-ops, clinical placements, group projects outside of class, service learning, study abroad and other active learning activities that program faculty intentionally embed into coursework.
- C. Faculty/programs assess whether students are mastering learning outcomes and building skills across each program, in both arts and sciences and career/technical programs.
- D. Results of learning outcomes assessments are used to improve teaching and learning through program review, professional development, and other intentional campus efforts.
- E. The college helps students document their learning for employers and universities through portfolios and other means beyond transcripts.
- F. The college assesses effectiveness of educational practice (e.g., using CCSSE or SENSE, etc.) and uses the results to create targeted professional development.

#### **2023-2024 Membership**

1. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center, Chair
2. Ahmy Arca, Vice President of Student Services
3. Debbie Karl, Vice President of Institutional Effectiveness & Accreditation
4. Derrick Worrels, President
5. Dixon Bailey, Executive Vice President for Workforce Development
6. Dr. Lance Hawvermale, Dean of Humanities & Fine Arts
7. Gabe Lewis, Dean of Student Life
8. Gaylyn Mendoza, Senior Vice President of Financial & Administrative Services/CFO
9. Gretchin Geye, Dean of Natural & Physical Sciences
10. John Slaughter, Director of Institutional Research
11. Jonathan Roach, Dean of Behavioral & Social Sciences
12. Lindy Matthews, Vice President of Institutional Advancement
13. Luis Ramirez, Vice President of Dual Credit and Erath County Center
14. Michael Lippert, Machining Program Coordinator & Dean of Workforce Education
15. Shayla Honeycutt, Registrar
16. Stephanie Williams-Worrels, AVP Advising/Recruiting/Counseling
17. Vicki Calfa, ADN Program Coordinator
18. Zack VerHulst, Head Men's Basketball Coach

# **POLICIES AND PROCEDURES COMMITTEE**

## **STRATEGIC PLAN ALIGNMENT: 2.6**

**DESCRIPTION:** The purpose of the Policies and Procedures Committee is to review current College policies and procedures and recommend any updates and changes to the Administrative Council and the President.

**REPORTS/ RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Vice President of Institutional Advancement (chair), President, Vice President of Institutional Effectiveness & Accreditation, Vice President Student Services plus faculty and staff

**SCHEDULE:** At least once during fall and spring semesters

## **RESPONSIBILITIES:**

1. Evaluate and review existing local policies and procedures for Ranger College.
2. Recommend changes to be made to existing policy and procedure handbooks.
3. Create and update policy and procedure handbooks to be distributed to faculty, administration, staff, and coaches.
4. Ensure that all areas (administration, faculty, staff, and coaches) are represented and that their input has been considered on any proposed changes to current policies and procedures.
5. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

## **2023-2024 Membership**

1. Lindy Matthews, Vice President of Institutional Advancement, Chair
2. Ahmy Arca, Vice President of Student Services
3. Amy Spindle, Director of Human Resources
4. Andrew Boyer, Asst. Professor of History and Government
5. Debbie Karl, Vice President of Institutional Effectiveness & Accreditation
6. Dr. Sandra Lee, Dean of Allied Health
7. Evonne Cherry, Bursar
8. Gaylyn Mendoza, Senior VP of Financial & Administrative Services/CFO
9. Gerry Bade, Accountant
10. John Slaughter, Director of Institutional Research
11. Patricia Woolam, Purchasing Coordinator
12. Shanarya Moton, Executive Assistant
13. Tyler Doyle, Asst. Women's Basketball Coach
14. Vacant, Payroll and Benefits Specialist
15. Vicki Calfa, ADN Program Coordinator

# **PROFESSIONAL DEVELOPMENT COMMITTEE**

**STRATEGIC PLAN ALIGNMENT: 2.1, 2.2, 2.6, 2.9, 3.1, 3.2, 3.3**

**DESCRIPTION:** The purpose of the Professional Development Committee is to plan, develop, coordinate, review, and evaluate professional development activities for the College that align to the institution's strategic plan and accreditation standards. Professional development opportunities designed for staff, including faculty and adjunct faculty, will be designed, and implemented.

**REPORTS/ RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Director of Human Resources (chair), Vice President of Instruction (co-chair), Vice President for Student Services, plus faculty and staff

**SCHEDULE:** At least once during fall and spring semesters

## **RESPONSIBILITIES:**

1. Serve as a support to teachers in developing their Professional Growth Plans.
2. Conduct needs-assessments activities and analyze data to determine professional development needs.
3. Make recommendations for professional development at the College, including reporting on campus-wide professional development to the Administrative Council.
4. Track professional development taking place across the College towards achievement of the College's strategic plan.
5. Develop a comprehensive professional development program that is designed to assist staff members in enhancing and maintaining their knowledge and improving their skills.
6. For instruction staff, develop opportunities to improve teaching and learning strategies.
7. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

## **2023-2024 Membership**

1. Amy Spindle, Director of Human Resources, Chair
2. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center, Co-Chair
3. Ahmy Arca, Vice President of Student Services
4. Dalton Rodriguez, Asst. Baseball Coach
5. Dr. Gayla McLaughlin, ADN Faculty
6. Kaycie Shannon, Asst. Volleyball Coach
7. Keni Shaw, Director of Workforce Development & Continuing Education
8. Kim Sandford, Generalist
9. Lindy Matthews, Vice President of Institutional Advancement
10. Lynne Whitehead, Cosmetology Instructor
11. Rebecca Plowman Guevara, Asst Professor of Mathematics
12. Stephanie Williams-Worrels, AVP Advising/Recruiting/Counseling
13. Thomas (Ed) Barnes, Science Faculty
14. Wendy Herrod, Cosmetology Director

# **RANGER REACH CARES COMMITTEE**

**STRATEGIC PLAN ALIGNMENT: 1.0, 1.3, 1.4, 2.0**

**DESCRIPTION:** The Ranger REACH Cares committee is responsible for developing and providing direction for scaling strategies to address basic need hardships that Ranger College faculty, staff, and students may experience. In addition, the committee is to create a college environment that increases students' sense of connectedness and belonging and, in turn, completion of student's educational goals.

**MISSION STATEMENT:**

The Ranger REACH Cares Committee aims to eliminate obstacles hindering student, staff, and faculty success.

**Ranger REACH Cares Vision:**

Empowering resilient adults to overcome hurdles and achieve their full potential.

**R-Resilient**

**E-Educated**

**A-Adults**

**C-Conquering**

**H-Hurdles**

**REPORTS/RECOMMENDS TO:** Administrative Council

**COMPOSITION:** SVP of Instruction, VP of Student Services, AVP of Advising/Recruiting/Counseling, plus various administration, staff, and faculty.

**SCHEDULE:** At least once during fall and spring semesters

**RESPONSIBILITIES:**

To aid in the implementation of, and evaluate the effectiveness of Ranger REACH Cares Plan with the following goals:

1. Oversee the annual budget and ensure the timely and fair disposition of resources.
2. Develop a plan for fundraising events.
3. Market and solicit applications from employees and/or students in need.
4. Evaluate the eligibility of all applicants without bias.
5. Oversee needed resources and replenish them as necessary.
6. Reach independent decisions without potential or perceived influence caused by a conflict of interest.
7. Maintain records for auditing purposes.
8. Review annual performance and collect feedback.
9. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

**2023-2024 Membership:**

1. Luis Ramirez, Vice President of Dual Credit and Erath County Center, Chair
2. Jessica Brown, Dean of Mathematics, Chair
3. Stephanie Williams-Worrels, AVP Advising/Recruiting/Counseling, Co-Chair
4. Rainey Tucker, Dual Credit Coordinator, Co-Chair
5. Ahmy Arca, Vice President of Student Services
6. Amy Spindle, Director of Human Resources
7. Andrew Boyer, Asst Professor of History and Government
8. Brian Rogers, MG Technician I
9. Calvin Lawrence, HSI Success Coach
10. Christina Stroia, HSI Success Coach
11. Corey Blais, Asst Professor of Speech/Dir of AAT & Early Childhood Programs
12. Courtney Kolb, Generalist
13. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center
14. Dr. Lance Hawvermale, Dean of Humanities & Fine Arts
15. Dr. Lindy Matthews, Vice President of Institutional Advancement
16. Evelyn Guillen, HSI Project Director
17. Gabe Lewis, Dean of Student Life
18. Gaylyn Mendoza, Senior Vice President of Financial & Administrative Services/CFO
19. Helen Cozart, Library Assistant
20. Joy Raines, Assistant Registrar
21. Kathy Lucky, Student Services Assistant
22. Krystal Ostdiek, Math Faculty
23. Lisa Williams, CTE Advisor/Career Coach
24. Maria Guzman, HSI Success Coach
25. Melissa Halbert, Academic Advisor in Student Services
26. Patricia Woolam, Purchasing Coordinator
27. Shanna Nuttall, Custodian
28. Shayla Honeycutt, Registrar
29. Stan Feaster, Assistant to the President
30. Sylvia Hampton, Asst. Director of Financial Aid
31. Travis Rogers, Asst. Director of Physical Plant

# **RECRUITMENT STEERING COMMITTEE**

**STRATEGIC PLAN ALIGNMENT: 1.1, 1.2, 1.3, 1.4, 2.6, 7.1**

**DESCRIPTION:** The purpose of the Recruitment Steering Committee is to oversee all Ranger College programming, initiatives, and services relating to the recruitment of students.

**REPORTS/RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Associate Vice President of ARC (chair), Recruiter, Executive Vice President of Workforce Development, Registrar, Vice President of Institutional Advancement, Director of Financial Aid, plus various faculty and staff

**SCHEDULE:** At least once during fall and spring semesters

## **RESPONSIBILITIES:**

To create aid in the implementation of, and evaluate the effectiveness of the Master Recruiting Plan with the following goals:

1. Increase overall enrollment at all Ranger College sites
2. Increase enrollment of students who pay tuition (non-scholarship)
3. Increase enrollment of students with high academic credentials
4. Increase enrollment of International students
5. Increase enrollment of diverse student groups
6. Increase partnerships with high schools in service area
7. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

## **2023-2024 Membership:**

1. Stephanie Williams-Worrels, AVP Advising/Recruiting/Counseling, Chair
2. Ahmy Arca, Vice President of Student Services
3. Andrew Boyer, Asst Professor of History and Government
4. Cindy Allred, Cosmetology Lead Instructor
5. Cortney Kolb, Generalist
6. Dixon Bailey, Executive Vice President of Workforce Development
7. Don Hilton, Director of Financial Aid
8. Evelyn Guillen, HSI Project Director
9. JD Gambino, EMT Program Coordinator
10. Jewelian Smith, Academic Advisor/Recruiter
11. Kathy Lucky, Student Services Assistant
12. Lindy Matthews, Vice President of Institutional Advancement
13. Lisa Williams, CTE Advisor/Career Coach
14. Luis Ramirez, Vice President of Dual Credit and Erath County Center
15. Mark Morefield, Women's Head Basketball Coach
16. Misharee Gunstanson, Director of Upward Bound
17. Rainey Tucker, Dual Credit Coordinator
18. Roxanne Jester, Choir Director
19. Shayla Honeycutt, Registrar
20. Dr. Wendy Rodgers, SSS Tutor Coordinator

# **SAFETY & SECURITY COMMITTEE**

## **STRATEGIC PLAN ALIGNMENT: 4.2, 2.6, 5.2**

**DESCRIPTION:** The purpose of the Safety & Security Committee is to consider issues related to the safety of students, faculty, staff, and visitors to the campus, and to make recommendations to the Administrative Council. Approved initiatives will be implemented to increase safety for all stakeholders.

**REPORTS/ RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Vice President of Student Services (chair), Director of Security, Assistant to the President, Director of Physical Plant, plus faculty and staff

**SCHEDULE:** At least once during fall and spring semesters

## **RESPONSIBILITIES:**

1. Evaluate existing policies and procedures and recommend changes as needed to comply with all SACSCOC, state, and federal safety-related requirements.
2. Assess current threats to campus safety.
3. Promote and assist with safety and violence prevention initiatives across campus.
4. Engage in planning related to safety enhancements, emergency contingencies and disaster preparedness.
5. Develop plans for training the campus community regarding safety and security.
6. Research best practices and trends in increasing safety.
7. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

## **2023-2024 Membership**

1. Ahmy Arca, Vice President of Student Services, Chair
2. Amy Spindle, Director of Human Resources
3. Chuck Lemaster, Director of Physical Plant
4. Clarie Pedrazzetti, Records Specialist
5. Darrell Fox, Director of Security
6. Derrick Worrels, President
7. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center
8. Gabe Lewis, Dean of Student Life
9. Gaylyn Mendoza, Senior Vice President of Financial & Administrative Services/CFO
10. Luis Ramirez, Vice President of Dual Credit and Erath County Center
11. Michael Bonney, Security
12. Patricia Woolam, Purchasing Coordinator
13. Robert Culverhouse, Associate Vice President of Technology
14. Scott Norwood, Athletic Director
15. Shanarya Moton, Executive Assistant
16. Stan Feaster, Assistant to the President
17. Steve Lewis, Security

# **SCHOLARSHIP COMMITTEE**

**STRATEGIC PLAN ALIGNMENT:** 1.1, 1.2, 1.3, 1.4, 2.1

**DESCRIPTION:** The scholarship committee is responsible for the review of scholarship applications and coordination of planning and implementation efforts for the annual scholarship awards.

**REPORTS/RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Director of Financial Aid (chair), Senior Vice President of Financial and Administrative Services, Vice President of Institutional Advancement, faculty, and staff

**SCHEDULE:** At least once during fall and spring semesters

## **RESPONSIBILITIES:**

To create aid in the implementation of, and evaluate the effectiveness of the Master Recruiting Plan with the following goals:

1. Oversee the annual scholarships and to ensure the timely and fair disposition of scholarship funds.
2. Publish and update scholarships available on website and catalog
3. Publicize and solicit applications
4. Evaluate the eligibility of all applicants without bias
5. Assemble selection recommendations based on the established objective criteria for each scholarship
6. Award scholarships in accordance to the specific selection criteria and requirements of each applicable scholarship
7. Reach independent decisions without potential or perceived influence caused by a conflict of interest
8. Scholarship committee members should avoid any situation where personal or business relationships could have, or give the appearance of having, undue influence on the member's judgment in matters under consideration.
9. In case of a potential conflict of interest, the member shall declare the conflict, and refrain from participating in the discussions and decision-making process
10. Maintain records for auditing purposes
11. Ensure compliance with college, state, and federal scholarship procedures and regulations



12. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

**2023-2024 Membership:**

1. Don Hilton, Director of Financial Aid, Chair
2. Autumn Graham, Asst Softball Coach
3. Connie Gonzalez, IT Technical Support Specialist
4. Evelyn Guillen, HSI Project Director
5. Gaylyn Mendoza, Senior Vice President of Financial & Administrative Services/CFO
6. Kim Sandford, Generalist
7. Lindy Matthews, Vice President of Institutional Advancement
8. Maria Guzman, Academic Success Coach
9. Sarah Alapic, VN Instructor
10. Shanarya Moton, Executive Assistant
11. Sherry Roberts, Generalist
12. Sylvia Hampton, Assistant Director of Financial Aid
13. Vacant, Payroll and Benefits Specialist

# **TECHNOLOGY COMMITTEE**

## **STRATEGIC PLAN ALIGNMENT: 2.6, 8.1, 8.2**

**DESCRIPTION:** The purpose of the Technology Committee is to develop and implement the college's Technology Plan. This plan includes the long-term instructional and administrative technology needs for college leadership initiatives and the college-wide strategic plan. It aligns with the work of the Strategic Planning Committee. The Technology Committee promotes increased awareness and utilization of various academic and administrative technologies, and explores technologies that enhance student learning, facilitate instruction, and strengthen administrative functions.

**REPORTS/ RECOMMENDS TO:** Administrative Council

**COMPOSITION:** AVP of Technology (chair), IT Technician, Vice President of Instruction, plus various faculty and staff

**SCHEDULE:** At least once during fall and spring semesters

## **RESPONSIBILITIES:**

1. To update the Technology Plan on an annual basis.
2. To update continually the college's website in accordance with THECB, SACSCOC, and other required postings in addition to pertinent college information
3. To encourage development of Internet-based classes.
4. To provide support for Internet based classes.
5. To develop guidelines for purchasing all computers.
6. To develop plans for technology budget expenditures.
7. To make recommendations and/or purchase order recommendations charged to the Technology Budget to the President.
8. To operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

## **2023-2024 Membership:**

1. Robert Culverhouse, Associate Vice President of Technology, Chair
2. Connie Gonzalez, IT Technical Support Specialist
3. Derrick Worrels, President
4. Dr. Dayna Prochaska, Sr. Vice President of Instruction and Brown County Center
5. Gabe Lewis, Dean of Student Life
6. Dr. Gayla McLaughlin, ADN Faculty
7. Gerry Bade, Accountant
8. Jessica Brown, Dean of Mathematics
9. Jon Madore, IT Technician
10. Jonathan Roach, Dean of Behavioral & Social Sciences
11. Krystal Ostdiek, Math Faculty
12. Nighui Ndtougou, Network Administrator
13. Shayla Honeycutt, Registrar

# **TUITION AND FEES COMMITTEE**

## **STRATEGIC PLAN ALIGNMENT: WIG 1, WIG 2.2**

**DESCRIPTION:** The purpose of the Tuition and Fees Committee is to review tuition and fee increase proposals and make recommendations to the President.

**REPORTS/ RECOMMENDS TO:** Administrative Council

**COMPOSITION:** Chief Financial Officer (chair), Bursar, Financial Aid Director, plus various faculty and staff

**SCHEDULE:** At least once per academic year

### **RESPONSIBILITIES:**

1. Recommend increases or changes in Ranger college tuition and/or fees.
2. Review tuition and fees of nearby and comparable community colleges to gauge the feasibility of any potential fee changes.
3. Seek input from the faculty and staff during the Fall semester on the issue of fee changes.
4. Make recommendations to the President on tuition and/or fee changes.
5. Operate with the goal of creating a system of excellence that ensures student success, to fulfill the institution's mission: to transform lives and give students the skills to be a positive influence in their communities.

### **2023-2024 Membership**

1. Gaylyn Mendoza, Senior Vice President of Financial & Administrative Services/CFO, Chair
2. Amanda (Mandy) Walker, Cosmetology Faculty
3. Chase Van Dyk, Asst Baseball Coach
4. Don Hilton, Director of Financial Aid
5. Dr. Ashley Medina, Nursing Faculty
6. Evelyn Guillen, HSI Project Director
7. Evonne Cherry, Bursar
8. Gil Williams, Head Golf Coach
9. Luis Ramirez, Vice President of Dual Credit and Erath County Center
10. Michael Lippert, Machining Program Coordinator & Dean of Workforce Education
11. Shawn Ellifrit, Welding Faculty
12. Stacey Baker-Wall, VN Coordinator
13. Stephanie Williams-Worrels, AVP Advising/Recruiting/Counseling