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## **COMMUNITY COLLEGE PHILOSOPHY**

Community and technical colleges provide a high quality, affordable entry into higher education and the workforce for students of all ages and backgrounds. A community college's academic programs create a solid yet affordable foundation for students who are planning to move into university studies after completing core courses. Workforce education programs provide in-demand, skilled training and rapid access to career paths for community college students while enhancing and expanding the capacities of the workforce within the college's service area. In addition to providing academic and technical coursework, the community college's ability to immediately enhance the social, cultural and business climates of the community it serves is perhaps one of the most important characteristics of the community college. For, it is through this immediacy of purpose and focus of vision that allows community and technical colleges to fulfill the life-changing dreams of its students and enrich the communities they serve.

## **WORK HISTORY:**

### **Current**

**Director of Institutional Research Services, Coastal Bend College, 2003 to present**

**FUNCTION:** Manage the operations of the Office of Institutional Research and Effectiveness

**Primary Responsibilities:** Direct and coordinate those activities that provide data and reporting services requested of the office by the college faculty and administration, state and federal government agencies, and the general public; oversee the college institutional effectiveness process and maintain its compliance with program, state, and regional accreditation agencies; coordinate activities related to the management of college records; provide data analysis support for grants and programs; direct the administration and processing of surveys, including the Student Evaluation of Instruction; manage the college telecommunications system

**Accomplishments:** Implemented a new institutional effectiveness data collection, reporting and monitoring process to fulfill requirements of the college's accreditation agency, the Southern Association of Colleges and Schools – Commission on Colleges, resulting in 100% compliance by all academic programs and administrative departments and the removal of sanctions imposed on the institution by SACS relative to the scope of the office of institutional effectiveness; directed the creation and implementation of a web-based Data and Survey Request Form to increase speed and accuracy of service to the college in this area; facilitated the creation of an Instructional Program Review to support the institutional effectiveness process; obtained certification on operations of the college telecommunications system resulting in an estimated annual savings of \$15,000 in programming and maintenance costs.

**Previous:**

**Instructional Technologist, Coastal Bend College 1998-2003**  
**Distance Learning Technician, Bee County College, 1996-1998**  
**Cooperative Education Coordinator, Bee County College, 1994-1996**  
**Senior Manager, Tandy Corporation-Radio Shack, 1977-1994**

**EDUCATIONAL BACKGROUND:**

**B.B.A. Southwest Texas State University, San Marcos, August 1976**  
**Additional Studies – M.B.A. Program, Texas A&M University-Corpus Christi 1995-1996**  
**Courses completed: Finance, Managerial Accounting, and Organizational Behavior**

**ORGANIZATIONAL MEMBERSHIPS:**

**Texas Association of Institutional Research**  
**South Texas Consortium of Institutional Research – President 2006-2007**  
**Southeastern Association for Community College Research – State Coordinator for Texas**

**CIVIC PARTICIPATION:**

**Memorial Committee Chair - Odem First United Methodist Church**  
**Tri-City American Cancer Society Relay for Life**

**COMMITTEE PARTICIPATION:**

**Achieving the Dream Core Team**  
**Institutional Effectiveness Committee – Chair**  
**Strategic Planning Committee – Chair 2004**  
**Instructional Program Review Committee – Ex-officio member**  
**Records Management Committee - Chair**  
**President’s Cabinet**  
**Compliance Review Board - Secretary**