



**Recognizing Employee Initiatives to Promote the
Sul Ross State University Mission**

APPLICATION

http://sulross.az1.qualtrics.com/jfe/form/SV_3scLsXr4CnfRHP7

ACADEMIC YEAR 2020 - 2021

Thank you for participating in the LA VIDA LOBO Initiative at SRSU!

This document contains general instructions for the **LA VIDA LOBO** Initiative, the rubric which will be used to evaluate the entries, and an application. All the questions on this application must be filled out to be eligible. Applications will be accepted from October 1, 2020 - December 11, 2020. After the application is received, it will be reviewed, and you will receive an acknowledgement of your proposed project. Upon completion of your project, you will be asked to submit results describing your actions associated with the project. The form to describe your actions will be available in January 2021. Your results form must be submitted by May 31, 2021. All of the submitted entries will be evaluated by the **LA VIDA LOBO** committee and the entries which are selected will be announced by President Gallego at the fall faculty/staff initial meeting.

Please note that the contacts listed in the applications will be called for their feedback for all finalists.



I. GUIDELINES

Applicant will select a project for Goal 1 OR Goal 2

GOAL 1

Employees may contribute to the Strategic Plan goal: Recruitment, Retention, and Graduation Rates by selecting one of the projects below or creating their own project with supporting evidence. Projects will be beyond normal job duties and will involve a minimum of 5 hours on the same project.

PROJECTS:

- Through contact with schools or conferences, identify one or more potential SRSU students and provide evidence of ongoing contact with them (i.e. tour of SRSU campus, meetings) for a minimum of 5 hours
- Mentor a currently enrolled student and document a minimum of 5 hours with that student
- Participate in the Lobo Buddy program and provide documentation of a minimum of 5 hours with the student
- Volunteer to be a tutor at the Tutoring Center for a minimum of 5 hours in sessions (tutor training may be required)
- Volunteer to monitor and report facility needs (i.e., light bulb replacement) for one campus building for a minimum of 5 hours
- Volunteer to work in the Cultural Center a minimum of 5 hours
- Employee created project and description

GOAL 2

Employees may create a goal to promote the University Mission and build connections with communities "in the Big Bend, US-Mexico border regions of Texas" and the Permian Basin by selecting one of the projects below or creating their own project with supporting evidence. Projects must be beyond normal job duties and will involve a minimum of 5 hours on the same project.

PROJECTS:

- Adopt a school and document a minimum of 5 hours providing service
- Engage with the community by supporting organization(s) and document a minimum of 5 hours. Examples of organizations may include: the Alpine Public Library, Family Crisis Center, Michelle Community, St. Henry De Osso Family, Camino Real Early Childhood, Boy Scouts, etc.
- Employee created project and description

LA VIDA LOBO

SCORING RUBRIC

Criteria	Minimal = 1	Satisfactory = 2	Good = 3	Exemplary = 4
Selected Goal	Little connection to selected goal	Adequate connection to selected goal	Good connection to selected goal	Creative connection to selected goal
Description of Actions	Little detail provided	Adequate detail provided	Good detail provided	Comprehensive detail provided
Reflection on Actions	Little recognition of overall purpose	Adequate recognition of overall purpose	Good recognition of overall purpose	Insightful recognition of purpose
Criteria	Minimal = 2	Satisfactory = 4	Good = 6	Exemplary = 8
Impact	Limited benefit for student or community and SRSU documented	Adequate benefit for student or community and SRSU documented	Meaningful benefits for student or community and SRSU documented	Outstanding benefits for student or community and SRSU documented

Note: Phone calls to a representative of the organization and/or individual that finalists assisted will be conducted by the Office of Institutional Effectiveness. Those comments will be provided along with the results report and completed scoring rubric to the President for review.

APPLICATION:

Name:

A number:

Department:

Job Title:

SRSU email address:

SRSU phone number:

Primary campus:

Alpine

Rio Grande College

II. DESCRIPTION OF PROJECT:

Which goal did you choose?

Goal 1

Goal 2

Name of organization and/or individual(s) you propose to assist:

Contact information for a representative of the organization and/or individual you propose to assist. (This person will be contacted by the university for finalists only.)

Give a description of your proposed project (250 words or less).

III. ASSURANCES:

I declare that this project was not a regular part of my assigned work or position as an elected official.

I declare that this project is not restricted solely to a relative.

Signing here indicates your understanding and acceptance of the information given concerning participation in the LA VIDA LOBO Initiative. Your signature is necessary for your participation in this initiative.

(You may use your mouse or finger to sign this form.)

× **SIGN HERE** _____ clear

Note: For questions or assistance completing this results form, contact Jeanne Qvarnstrom at jqvarnstrom@sulross.edu

LA VIDA LOBO CONTACTS

If you have an interest in any of the offices or institutions listed below, please use the contacts provided. As you introduce yourself, please reference the Sul Ross State University **LA VIDA LOBO** Initiative. Please note that this is not an exhaustive list of contacts.

Office/Institution	Contact	Notes
Alpine Christian School	Dr. Joshua Farris, Executive Director (837-5757)	
Alpine Montessori School	Joyce Downing, Education Director (837-2173)	Ask for Amelie Urbanczyk at the school to arrange to help with maintenance. No criminal background check is needed.
Alpine High School	Justin Gonzales, Principal (837-7710)	Seeking Mini-Course Presenters for students in 12:30 -1:00 classes, Monday-Fridays, on topics such as social emotional learning, college applications, soft skills. Criminal Background Check required and available free from Marsha Roach (837-7700)
Alpine Humane Society	Lari Quigg (432-249-1024)	TU-F 11:30 am to 5:30 pm and Saturdays 10:30 am to 4:30 pm The work can be sorting, pricing, displaying merchandise, or running the cash register
Alpine Middle School	Cody Patterson, Principal (837-7720)	
Alpine Elementary	Verl O'Bryant, Principal (837-7730)	Seeking support for recess times: 10:15-10:45, 11:00-11:45, 11:30- 12:05, 12:10-12:40, 12:40 -1:10, 12:45-1:15 Monday-Friday
Archives of the Big Bend	Melleeta Bell (837-8388)	Assistance with processing and organizing collections Receptionist services
Hal Flanders Recycling Center	Adelina Beall (432-294-3183)	Assist the public and recycling techs on site (sweeps, sorts recyclables, trim weeds, etc., Monitors brush, mulch, and metal recycling)

LA VIDA LOBO CONTACTS

continued

Keep Alpine Beautiful Organization	Adelina Beall (432-294-3183)	Assisting during community clean ups
SRSU Library	Betsy Evans (837-8312)	Shifting project worker Book processors Passport Acceptance Agents
Museum of the Big Bend Gift Shop	Maggie Rumbelow (837-8143)	Tuesday-Friday, 10am-1pm & 1-4 pm Responsibilities: The Museum of the Big Bend Volunteer is one of the most important positions at the Museum. In this role, you are the very first person a visitor meets when coming into the Museum. Duties Include: <ol style="list-style-type: none"> 1. Greeting the visitor 2. Telling the visitor about the exhibits at the Museum 3. Being responsible for sales in the Gift Shop 4. Being comfortable handling transactions. Museum Staff will work one-on-one to ensure that our Museum volunteers receive training so that they are successful in their volunteerism.
SRSU Physical Plant	Brandy Snyder (837-8221)	Select a building on campus to monitor and report maintenance needs. (More detailed description provided)
Presidio ISD	Ray Vasquez, Superintendent (229-3275)	
SRSU Cultural Center	April Aultman Becker, Dean of Educational and Cultural Resources (837-8121)	The Cultural Center is a learning center that provides programming and encourages multicultural exchanges. We seek volunteers to coordinate and present programs that include a multicultural purpose with stated learning objectives.
San Felipe Del Rio Consolidated Independent School District	Aida V. Gomez Chief Instructional Officer aida.gomez@sfd-r-cisd.org (830) 778-4122	

LA VIDA LOBO CONTACTS

continued

	<p>Reno Luna Public Information Officer Phone: 830-778-4164</p> <p>Aidee Garcia Chief Human Resource Officer aidee.garcia@sfdrcisd.org Phone: (830) 778-4001</p>	
Eagle Pass ISD	<p>Jesus Costilla (Director of Human Resources) (830) 773-5181 email: jcostilla@eaglepassisd.net</p> <p>John Cox C&I Director (830) 773-5181 email jcox@eaglepassisd.net</p>	
Ft. Davis ISD	Graydon Hicks, Superintendent (426-4440)	
Libraries		
Lobo Buddy Program	Brandy Synder, Dean of Students (837-8221)	
Marfa ISD	Allison Scott, High School Principal (729-5500)	
Marathon ISD	Dr. Peter Price, Superintendent (386-4431)	
Marathon Public Library	Dara Cavness, Library Director 432-294-4580 (mobile) 432-386-4126 (library)	
SRSU Tutoring Center	Mabel Garcia, Academic Advisor and Retention Specialist (837-8629)	Training for tutoring may be required
Southwest Texas Junior College	Dr. Randa F. Schell, Director of Student Engagement & Success SWTJC in Uvalde	
Uvalde Consolidated Independent School District	<p>Michael A. Rodriguez Deputy Superintendent of Curriculum & Instruction mrodriguez1037@uvaldecisd.net (830) 278-6655 ext. 1037</p> <p>Anne Marie Espinoza Executive Director of Communications and Marketing amespinoza1075@uvaldecisd.net (830) 278-6655 ext. 1075</p>	
Valentine ISD	Debbie Engle, Superintendent (467-2671)	

TIPS FOR MENTORING STUDENTS

Here are some guidelines for mentoring students. They have been adapted from the SRSU Tutoring Center.*

Your Role as a Mentor for Students

- I. Establish a comfortable exchange
 - A. Be open, caring, encouraging, and supportive.
 - B. Respect and value each student as an individual.
- II. Encourage students to be independent
 - A. Encourage students to do their own thinking.
 - B. Probe their understanding of the matter in question.
- III. Build a positive rapport with the student
 - A. Discuss academic career goals and motivation.
 - B. Be genuinely interested in the student.

Basic Mentoring Guidelines (The Do and Don't List) A Summary of Procedures for Mentoring Students

1. Do notify the student if you are going to be absent or late for a set meeting.
2. Do be aware, tolerant, and responsive to student diversity, characteristics, ages, lifestyles, abilities, and ethnicities.
3. Do be ethical and professional.
4. Do be the best that you can be!
5. Do be honest and be yourself.
6. Make your meetings fun and productive.
7. Use humor.
8. Be positive.
9. Be aware of student support services offered at SRSU such as counseling, if student is interested.

*Sources

Tutoring, Learning by Helping: Student Handbook for Training Peer and Cross-Age Tutors by Elizabeth Sabrinsky Foster, 1983, Educational Media Corporation, Minneapolis, MN.

"Some of My Favorite Tutoring Tips" by Beverly M. O'Kirk, Tutor, University of Alaska Anchorage. Originally printed in "The Tutoring Exchange," newsletter for the Tutoring Special Interest Group of the College Reading and Learning Association.

LA VIDA LOBO Timeline

ACADEMIC YEAR 2020 - 2021

Date	Event
July 24 & 27, 2020	Informational Meetings for Faculty and Staff
September 14, 2020	La Vida Lobo Committee finalized plans for the initiative
September 21, 2020	President's Executive Cabinet Reviews Initiative
September 30, 2020	La Vida Lobo Kick-off in Espino A & B and zoom 3:00- 4:00 p.m.
October 1 – December 11, 2020	Submit Application <ul style="list-style-type: none"> • Qualtrics Link Provided • Hard Copies Available at Institutional Effectiveness Office
May 31, 2021	Submit Report of Results
June 2021	La Vida Lobo Committee rates all Reports of Results with the Scoring Rubric and selects top 10 finalists
July 2021	Contacts for the top 10 finalists are called by Institutional Effectiveness Office
July 2021	Pete Gallego receives complete packets for the top 10 finalists
August 2021	Pete Gallego announces the top 10 La Vida Lobo Award recipients

Members of the **LA VIDA LOBO** Committee

April Aultman Becker

Karlin DeVoll

Kathy Stein

Michael Ortiz

Delia Ramirez

Nicolas Westerlink

Leo Dominguez

Jessie Lara

Barbara Tucker

Patricia Nicosia

Jeanne Qvarnstrom

