

**Executive Cabinet Meeting Notes**  
**Friday, February 27, 2025**  
**9:30 a.m.**

**Present:** Ben Telesca, VP for Student Affairs; Amanda Workman, Athletic Director; Dr. Bonnie Warnock, Dean; Natalie Sandoval, Executive Director of Enrollment Management; Betse Esparza, Director of University Communications; Dr. Eric Funasaki, Dean; April Aultman Becker, AVP Institutional Effectiveness; Bonnie Albright, VP for Finance and Operations; Dr. Bernardo Canteñs, Executive Vice President and Provost; Dr. Laura Payne, Dean; Suzanne Harris, Dean of Students; Janice Espinoza-Valenzuela, recorder; Oguzhan, Basibuyuk, Special Guest

**Remote:** Dr. Jorge Garza, VP for Administrative Services and COO; Dr. Sarah (Sally) Roche, Dean; Dr. Sumantra Sengupta, Dean; Dr. Louis Harveson, Associate Provost of Research and Development

**Absent:** Dr. Carlos Hernandez, President; Michelle Lancaster, Director of Academic Affairs; Dr. John Klingemann, Interim VP of Advancement; Patrick Stewart, CFO; Dr. Dean Culpepper, Dean

**Start Time: 9:37 a.m.**

**Presentation: The Center for Excellence (CoE) in Cybersecurity for the Midstream Critical Manufacturing Industry**

- Dr. Basibuyuk presented on the Center mentioning that they are in contact with oil and gas companies
- Main offices and labs will be on the Alpine campus in the Briscoe Administration Building: BAB 306 will be an office, Lab 1 in BAB 303 and Lab 2 in BAB 204.
- The center will have one director paid by the university as matching funds. The assistant director, faculty and staff and all other expenses to include computers will be paid by the grant until September 2027.
- Mr. Telesca asked if he had reached out to oil companies. They might be interested in contributing. Dr. Basibuyuk mentioned that they are working with a consortium in Midland for the midstream portion.
- We had two focus groups meetings: first one in Houston in February and the second was online.
- Bonnie Albright requested salary info: The salary for the director would be \$58,000 to include benefits, release time for faculty. Real cost to Sul Ross-\$58,000 and will need to be added in the budget. Please send info to Bonnie.
- This position may be a hybrid position.
- Faculty piece: 1 Computer Science. Paying adjuncts to cover classes, which will be the cost for Sul Ross; faculty will need to teach 3 classes.
- Dr. Sengupta suggested that the director be housed in Eagle Pass.
- Discussion that Eagle Pass was not an oil and gas town; maybe the director be in Midland since it is a big hub for oil and gas. Use the Permian Basin as the West Texas anchor.
- Lamar has a training center we can use if we hire someone in the Houston area.
- Discussion on the name and if there were any rules from the grant that we can or cannot change name? Dr. Basibuyuk will check with the grant project manager, but he suggested that we keep Midstream Industry in the name as midstream is the transportation and storage of the oil and gas. The name does need to include "Center"
- Dr. Basibuyuk is requesting EC approve the center. **Yes, EC has approved the center.** Decisions on logo, name and other items will be made at a separate time.

**Policies**

- APM 2.09- Key and Card Access: **TABLED**
  - Forms under review
- APM 1.08-Faculty Assembly Councils: **TABLED**

- Provost will send this to Faculty Assembly
- APM 2.22-Scholarship Award Guidelines: **Approved by EC**
- APM 4.13-Student Rights & Responsibilities: **EC approved the elimination** of this policy since it is in the Student Handbook.
- APM 2.14-Typographical and Printing Services-**TABLED**
  - Betse has edited; Janice will send to EC for review and discussion at next meeting.
- APM 3.12-Account Manager Policy: **TABLED**
  - Edited by Bonnie Albright
  - Discussion regarding account managers receiving reports every month so they can review purchases, etc., and how it is difficult to review budgets in Banner, especially if they are unsure where to look.
    - Depending on what is required: Security Access requests are sent to Patrick and Taylor
    - Purchase Order Processes/Training requests sent to Clifton
    - Bonnie will ask Taylor to provide reports.
  - Budget worksheet will be reviewed during budget processes.
  - It was discussed that receiving the reports is a procedure rather than a policy and should be removed from the policy.
  - Betse posted a link in the chat: <https://www.utep.edu/vpba/business-process-guidelines/> . This link provides visual on all business process guidelines in one webpage that maybe SRSU can follow.
  - **TABLED**: Bonnie will remove procedures from the policy, email the updates to EC and EC can approve via email.
- APM 7.13-Environmental Security of Data Centers & Network Closets: **Approved by EC**
  - Patrick updated and will expand at later date.
- APM 5.26-Intellectual Property: **Approved by EC**
  - New SRSU Policy; reviewed by President, Dr. Louis Harveson, Provost Cantens and edited by General Council Nelly Herrera.
  - It has been sent to Faculty Assembly and will be added in the Faculty Handbook.

#### **Lack of Federal Grant Drawdowns**

- Dr. Warnock mentioned that she has received a letter regarding her grant budgets and the total dollars that have been drawn down. She knows they have spent more than what is stated in the letter.
- Discussion regarding receiving monthly drawdown information from our grant accountants at Sam Houston.
- How grants work: We spend money, we invoice the grantor and the grantor reimburses us.
- Bonnie Albright said that we are current on the drawdowns and the grant accountant draws after every payroll.
- Grant accountants are now on all approval queues, so they know what is happening in each grant. Unfortunately, they were not on one of the grants that Dr. Warnock had until recently, so now they know what is being spent on the grant.
- Proposing a monthly drawdown and a monthly expenditure report be sent to all grant directors.
- Problems:
  - Not all federal grants are drawdowns, per Bonnie Albright. Ex. TX Parks and Wildlife
  - How would the report pull the drawdowns since the drawdowns do not go through Banner? Drawdowns go through each grant's specific systems.

#### **Cashier Office Tuition and Fee**

- Bonnie Albright presented the Tuition and Fee Schedule. The schedule shows room and board fee changes, as tuition and fees are okay.

- Requests EC to review the schedule and remove unnecessary items.
- Review is due back to Bonnie on Friday, April 18.

### **Commencement Speakers**

- Dr. Garza approved with Dr. Hernandez his suggested speaker for Eagle Pass. He will contact Mr. Jorge Barrera, Chairman for Water Works in Eagle Pass. EC approved Dr. Garza reaching out to Mr. Barrera.
- We have three suggestions for Alpine commencement speaker: Nelly Herrera, Lori Cobos or Ernest Jones. Janice will discuss these options with President Hernandez.
- We will also see if one of the Alpine options can speak in December if not in May.

### **Bar SR Bar**

- Winners are:
  - Clayton Garcia-Exempt Employee
  - Samantha Sanchez-Non-Exempt Employee

### **Other Items**

- Mr. Telesca participated in the Rio Grande Council of Governments Advisory Committee
  - Sul Ross will be receiving approximately \$500,000 from the RGCOG for police electric motorcycles, counseling victim services and direct services, among other things
  - This is more money than we have received in several years.
- Ms. Sandoval mentioned that Eagle Pass High School has sent her a preliminary student list: 342 students for dual credit and all are new students.
  - Enrollment Services will be at Alpine HS on May 5<sup>th</sup> for a dual credit event.
- Symposium is starting at noon today with Dr. Bryon Schroeder as keynote speaker.
- Perception and well being survey will be sent out on Monday, April 14th.

**Adjourned: 11:15a.m.**