

Oct. 8, 2025 – liaison meeting

Monday, October 7, 2024 09:53

Agenda and minutes

- Wooddell
 - Thank you to Connect for the office supplies
 - Dr. Zena Jackson – contact for Connect Campus
 - TCC budget and TABS requests
 - Flores sent email to McGowan regarding questions and prioritizing needs.
 - Dr. McGowan is looking at the budget to potentially provide cords for all dual credit students
 - Will provide t-shirts for Twister Day
 - For Decision Day, will provide cake and punch. We need to start the process for approval now.
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 - Summer Bridge
 - Wooddell will ask about getting food for all PTECH Summer Bridge students
 - Staff white coats?
 - Did not make the list
 - A few more TCC desktops will soon be ready for pick-up.
 - Will be ready in about one week
 - Oct. 14 PSAT
 - Rosters already sent
 - Recruiting season
 - Application opens on November 8 and closes on January 9
 - (EXPO) November 8
 - TEA and leadership meetings
 - TEA meeting: 2 p.m. Nov. 4
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 - Digital signage display in TABS lobby
 - Giant tv in tabs lobby was replaced and TABS was billed for the tv
 - Dr. McGowan will look at the lease and see who needs to pay
 - New conference room policies
 - Form is confusing and often sent to us at the last minute. Is it possible to get a training on this? Could we get earlier notice?
 - Do we need to notify facilities if we use Energy, even if there's no setup request?
 - Where can we order food? Vendors?
 - Dr. McGowan will speak to the new TCC events person about ordering information.

Details

- Date: Oct. 8, 2025
- Location: TREF 4215-C

Attendees

- Keri Flores, TABS principal
- Imelda Dunlap, TABS assistant principal
- Candace McGowan, TCC director
- Latika Davis, TCC coordinator
- Brian Wooddell, TABS postsecondary specialist
- Tammy Asbury, TABS counselor
- Sandra Muñoz, TABS counselor
- Jaqueline Bennett, TCC assistant dean of health sciences
- Kimberly Tejada Ibarra, TCC administrative assistant

Action Items

- Look into moving P-TECH food onto Fort Worth ISD
- Inquire about digital signage
- Inquire about conference center procedures

- \$400+ for security at events??
 - Anything during normal operating hours does not need security. If it is after-hours, it does need security.
 - Dr. McGowan will ask TCC police about outside security or police for TABS events
- Asbury
 - Change in the door locks to our storage room in the main office. No one's badge works but it did up until now.
 - This has been reported
 - Who distributes the TCC flyers that are on the TCC bulletin boards? I have allotted space for these but no one is coming to put them on our bulletin board.
 - Will find who to contact about flyers
 - Testing Center does not proctor classroom tests? Is that correct?
 - Testing requests or issues need to be directed to Jeronimo Aviles
 - Learning Commons contact - Anu Rajpurohit - ANURADHA.RAJPUROHIT@tccd.edu
 - TABS classes should be added to the system this week
 - Speech program is requesting that dual credit students not enroll in blended classes.
 - 8-week classes
 - Not feasible for dual credit students
 - Cross listing with other high schools could be a solution
 - Cross listed with gen pop
 - Identify what departments are leaning towards blended sections and 8 week sections
 - We can invite Dr. Garner to the meeting
 - Class requests
 - Ms. Asbury will send a list of requests to Dr. Davis to get the TABS classes addressed
 - All TABS students have been placed into a pathway
 - TREC
 - Need to get numbers about student certificate testing
 - TCC Learning Commons
 - 10 Commandments/Phones
 - If they are in your leased space, they comply to all rules for y'all
 - They can only be posted in TABS leased space
 - Phone law says it is based on location
 - Phones are not allowed in TABS space
 - TCC is still working on OER for the top 10

classes

- TCC will make all classes put in what textbook is needed for their course.