

# ADDITIONAL FUNDS REQUEST

Section 1 to be completed by Requester (then send to Funds Manager)  
 Section 2 to be completed by Fund Manager (then send to PD Director)  
 Section 3 to be completed by Professional Development Director (then send to Dean)  
 Section 4 to be completed by Dean

## SECTION 1:

YOUR NAME: [REDACTED] PLAN YEAR: 2012-13  
 DEPARTMENT: English/ Humanities AMOUNT REQUESTED: \$ 500.00

HAVE FACULTY TRAVEL & DEVELOPMENT FUNDS BEEN SPENT?  YES  NO

**EXPLAIN:** I presented a creative nonfiction work at the Scissortail Creative Writing Festival (Apr 4-6), East Central University of Oklahoma in Ada, OK on April 5, 2013. After submitting in early January, I was selected to speak with many esteemed university authors, professional authors, and poet laureates from three states. Presenters were from New Mexico, Illinois.

✓	DOCUMENTS NEEDED	TYPE OF FUNDS	FUND MANAGER	EMAIL	PHONE
<input type="checkbox"/>	For PD Director: Sections I & II of appropriate PD activity (in WWare) For Grant Coordinator: One paragraph on how this activity will increase student success.	Lumina Foundation Increasing Latino Student Success	Blanca Chavarria (coordinator)	<a href="mailto:bechavarria@swtjc.edu">bechavarria@swtjc.edu</a>	(830) 591-7348
<input type="checkbox"/>	For PD Director: Sections I & II of appropriate PD activity (in WWare) For Grant Coordinator: One paragraph on how this activity will help implement new classroom strategies.	Carl Perkins (Technical programs only)	Juan Guzman	<a href="mailto:jcguzman@swtjc.edu">jcguzman@swtjc.edu</a>	(830) 591-7264
<input type="checkbox"/>	Sections I & II of appropriate PD activity	Professional Development	Jeff Pomeroy	<a href="mailto:jrpomeroy@swtjc.edu">jrpomeroy@swtjc.edu</a>	(830) 703-1589
<input type="checkbox"/>	For PD Director: Sections I & II of appropriate PD activity (in WWare) For Grant Coordinator: One paragraph on how this activity will increase student reading or writing skills.	Quality Enhancement Plan	Mark Underwood	<a href="mailto:meunderwood@swtjc.edu">meunderwood@swtjc.edu</a>	(830) 775-1555
<input type="checkbox"/>	Sections I & II of appropriate PD activity	Faculty Association	FA President		

**COLLEGE PRIORITIES:**  
(CHECK ALL THAT APPLY)

- CRITICAL READING
- ACADEMIC WRITING
- STUDENT ENGAGEMENT

**OTHER? EXPLAIN:**

For this monetary request, I have gas, hotel, and meal receipts.

**SECTION 2: FUND MANAGER**

APPROVED?  
 NO  
 YES

AMOUNT:  
\$ 400,00

SIGNATURE: *[Signature]* DATE: 4/29/13

**SECTION 3: PROFESSIONAL DEVELOPMENT DIRECTOR**

APPROVED?  
 NO  
 YES

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**SECTION 4: DEAN**

APPROVED?  
 NO  
 YES

SIGNATURE: *DW.* DATE: 5-6-13

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 Section 4 to be completed by Dean

## SECTION 1:

YOUR NAME: [REDACTED] PLAN YEAR: 2013-2014  
 DEPARTMENT: Biology AMOUNT REQUESTED: \$ 600

HAVE FACULTY TRAVEL & DEVELOPMENT FUNDS BEEN SPENT?  YES  NO

**EXPLAIN:** For the purposes of expenses related to tuition and travel associated with my pursuit of my Ph.D.

✓	DOCUMENTS NEEDED	TYPE OF FUNDS	FUND MANAGER	EMAIL	PHONE
<input type="checkbox"/>	For PD Director: Sections I & II of appropriate PD activity (in WWare) For Grant Coordinator: One paragraph on how this activity will increase student success.	Lumina Foundation Increasing Latino Student Success	Blanca Chavarria (coordinator)	<a href="mailto:bechavarria@swtjc.edu">bechavarria@swtjc.edu</a>	(830) 591-7348
<input type="checkbox"/>	For PD Director: Sections I & II of appropriate PD activity (in WWare) For Grant Coordinator: One paragraph on how this activity will help implement new classroom strategies.	Carl Perkins (Technical programs only)	Juan Guzman	<a href="mailto:jcguzman@swtjc.edu">jcguzman@swtjc.edu</a>	(830) 591-7264
<input type="checkbox"/>	Sections I & II of appropriate PD activity	Professional Development	Jeff Pomeroy	<a href="mailto:jrpomeroy@swtjc.edu">jrpomeroy@swtjc.edu</a>	(830) 703-1589
<input type="checkbox"/>	For PD Director: Sections I & II of appropriate PD activity (in WWare) For Grant Coordinator: One paragraph on how this activity will increase student reading or writing skills.	Quality Enhancement Plan	Mark Underwood	<a href="mailto:meunderwood@swtjc.edu">meunderwood@swtjc.edu</a>	(830) 775-1555
<input checked="" type="checkbox"/>	Sections I & II of appropriate PD activity	Faculty Association	FA President		

**COLLEGE PRIORITIES:**  
(CHECK ALL THAT APPLY)

- CRITICAL READING
- ACADEMIC WRITING
- STUDENT ENGAGEMENT

**OTHER? EXPLAIN:**  
 Furthering my knowledge level for the purposes of creating a broader teaching experience for my students.

## SECTION 2: FUND MANAGER

APPROVED?

NO

YES

AMOUNT:

\$ 600

SIGNATURE:

*Just Dusk*

DATE:

1-15-14

## SECTION 3: PROFESSIONAL DEVELOPMENT DIRECTOR

APPROVED?

NO

YES

SIGNATURE:

*Amy Sene*

DATE:

2/7/14

## SECTION 4: DEAN

APPROVED?

NO

YES

SIGNATURE:

*V.W.*

DATE:

2-10-14

# ADDITIONAL FUNDS REQUEST

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## SECTION 1:

YOUR NAME: [REDACTED] PLAN YEAR: 2014-2015  
 DEPARTMENT: English AMOUNT REQUESTED: \$ 600

HAVE FACULTY TRAVEL & DEVELOPMENT FUNDS BEEN SPENT?  YES  NO

**EXPLAIN:** I made plans to attend TYCA in the Spring semester, so funds are designated for that conference.

✓	DOCUMENTS NEEDED	TYPE OF FUNDS	FUND MANAGER	EMAIL	PHONE
<input type="checkbox"/>	For PD Director: Sections I & II of appropriate PD activity (in WWare) For Grant Coordinator: One paragraph on how this activity will increase student success.	Lumina Foundation Increasing Latino Student Success	Randa Schell	<a href="mailto:rschell@swtjc.edu">rschell@swtjc.edu</a>	(830) 591-2908
<input type="checkbox"/>	For PD Director: Sections I & II of appropriate PD activity (in WWare) For Grant Coordinator: One paragraph on how this activity will help implement new classroom strategies.	Carl Perkins (Technical programs only)	Juan Guzman	<a href="mailto:jcguzman@swtjc.edu">jcguzman@swtjc.edu</a>	(830) 591-7264
<input type="checkbox"/>	Sections I & II of appropriate PD activity	Professional Development	Amy Garcia	<a href="mailto:aagarcia531@swtjc.edu">aagarcia531@swtjc.edu</a>	(830) 591-7353
<input type="checkbox"/>	For PD Director: Sections I & II of appropriate PD activity (in WWare) For Grant Coordinator: One paragraph on how this activity will increase student reading or writing skills.	Quality Enhancement Plan	Mark Underwood	<a href="mailto:meunderwood@swtjc.edu">meunderwood@swtjc.edu</a>	(830) 591-7286
<input checked="" type="checkbox"/>	Sections I & II of appropriate PD activity	Faculty Association	FA President		

### COLLEGE PRIORITIES:

(CHECK ALL THAT APPLY)

- CRITICAL READING
- ACADEMIC WRITING
- STUDENT ENGAGEMENT

### OTHER? EXPLAIN:

One aspect of the seminar focuses on working with Early College High School (ECHS) students.

**SECTION 2: FUND MANAGER**

APPROVED?  
 No  
 YES

EXPLANATION

AMOUNT: \$ *\$600*  
*Jusi Dvorak*

SIGNATURE: \_\_\_\_\_ DATE: *10/6/14*

**SECTION 3: PROFESSIONAL DEVELOPMENT DIRECTOR**

APPROVED?  
 No  
 YES

EXPLANATION

SIGNATURE: *Amy Sarcis* \_\_\_\_\_ DATE: *10/9/14*

**SECTION 4: VICE PRESIDENT**

APPROVED?  
 No  
 YES

EXPLANATION

SIGNATURE: *Aimee H. Tanski* \_\_\_\_\_ DATE: *10/9/14*