



## Board Appointment Form

City Clerk's Office

**REVISED**

1:34 pm, Feb 21, 2024

Appointing Office	Representative Henry Rivera, District 7
Agenda Placement	Consent
Date of Council Meeting	02/27/24
Name of Board	Americorps Seniors Advisory Council
Agenda Posting Language	
Appointment of Robert M. Munoz to the Americorps Seniors Advisory Council by Representative	
Appointment Type	Regular
Member Qualifications	
Please see resume	
Nominee Name	Robert Munoz
Nominee Email Address	
Nominee Residential Address	
Nominee Primary Phone Number	
Residing District	District 3
City Employed Relatives	NA
Prior Board Membership	
NA	
Real estate owned in El Paso County	
NA	
Previous Appointee	Claudia Renteria-Holguin
Reason for Vacancy	Term Expired
Date of Appointment	02/27/24
Term Begins On	02/26/24
Term Expires On	02/27/26
Term	First Term

# Robert M. Munoz ED.D.

## SUMMARY OF QUALIFICATIONS

Diligent, passionate, result-oriented leader providing 30 years of academic leadership, administrative and staff management, policy and program objective management, fiscal and resource development, and the ability to cultivate a student-centric environment that promotes excellence. Adept at creating and managing innovative large-scale academic programs. Strong strategic sense with the ability to balance short-term priorities against long-term educational missions and goals. Highly adaptive and flexible while remaining disciplined. Consistently a top performer; inherent ability to conquer complex, novel situations and motivate others to succeed. A sound communicator, able to effectively relate to underserved student populations, peers, and administrators at all levels. An innovative problem-solver with demonstrated competency in the following areas:

### Core Competencies in The Following Areas:

- |                                 |                                    |
|---------------------------------|------------------------------------|
| ♦ Educational Administration    | ♦ Educational Equity Development   |
| ♦ Financial / Budget Management | ♦ Program / Operations Development |
| ♦ Academic Program Development  | ♦ Educational Consultant           |
| ♦ Student Engagement / Success  | ♦ Grant / Funding Management       |
| ♦ Community Outreach Management | ♦ Academic Retention Specialist    |

*Fluent in English and Spanish*

## EDUCATION

Doctor of Education in Educational Administration  
NEW MEXICO STATE UNIVERSITY, Las Cruces, N.M. 2007

Master of Education in Counseling  
SUL ROSS STATE UNIVERSITY, Alpine, T.X. 1997

Bachelor of Science in Criminal Justice  
THE UNIVERSITY OF TEXAS, El Paso El Paso, T.X. 1977

Associates of Applied Science  
ODESSA COLLEGE, Odessa, T.X. 1983

## PROFESSIONAL EXPERIENCE

### **ODESSA COLLEGE** **Education Consultant**

**2023 – Present**  
**Odessa, Texas**

- ♦ Serve as the prime interface for the development of new educational programs for the Big Bend region. Responsible for working directly with government officials, companies, students, parents, and other organizations to reestablish high-impact education programs for the region. Provide subject matter expertise on curriculum development, teacher training/development, and reviewing/analyzing school data to guide in crucial areas.
- ♦ Meet with the public to identify educational gaps that must be bridged to meet student needs. Coordinate with school leadership on specific training, staffing, policies, curriculums, and other needs to start the programs. Responsible for staying up to date with current learning and teaching trends, including state and federal educational requirements. Record data and prepare clear and easy-to-follow presentations that illustrate key strategies for success.

## PROFESSIONAL EXPERIENCE

### SUL ROSS STATE UNIVERSITY

2021 – 2022

#### Associate Provost & Vice President for Workforce/Economic Engagement & Strategic Partnerships Alpine, Texas

- ♦ Establish University-wide measures of institutional effectiveness and monitor progress relative to specific annual and long-term goals for a university that serves 2,500 students through four campuses in West Texas and Southwest Texas.
- ♦ Serve as an adviser to the President on University policies, programs, and operations. Provide leadership across the institution in support and implementation of the strategic plan to enhance student outcomes. Allocate University resources in a manner consistent with the goals of the strategic plan as approved by the President and the Board of Trustees.
- ♦ **Long Term Goal:** Provide leadership to departments to achieve the ability for Sul Ross State University to offer two-year degree and certificate programs. Establish working relationships with area school districts, community colleges, and governmental agencies.

### SUL ROSS STATE UNIVERSITY RIO GRANDE CAMPUS

2020 – 2021

#### Vice President and Chief Operating Officer

Del Rio Eagle Pass &amp; Uvalde, Texas

- ♦ Accountable for advising the President on matters related to the success of the university. Responsible for the effective leadership and administration of the major operational areas of the College. Managed the institutional planning and assessment, recommending and implementing policy.
- ♦ When applicable take on the role of President as needed. Oversaw finance, budgeting, technology, institutional research, buildings, grounds, campus sustainability, auxiliary services, human resources, and legal relations.
- ♦ **Leadership** Enhanced the relationship with our partner Southwest Junior College towards a seamless transfer of students to the university. Expanded the profile of Sul Ross in the communities we served to enhance educational opportunities.
- ♦ Successfully initiated the first summer stem pathways camp in campus history. Despite the ongoing pandemic was able to attain a 6% increase in enrollments (Fall of 2020). Successfully moved seamlessly between broad leadership and hands-on engagement in the College.

### TARRANT COUNTY COLLEGE DISTRICT

2008– 2020

#### Vice President for Community & Industry Education (Trinity River Campus)

Fort Worth, Texas

- ♦ Supported the instructional process by serving as Vice President of a two-year institution serving >1.9M residents with an enrollment of over 50,000 credit and over 20,000 non-credit students across five campuses. Managed the strategic planning and support, marketing and strategic communications, grant development and special projects, and operational responsibilities of the college.
- ♦ **Leadership** Restructured allied health programs to enhance the overall healthcare system function. Improvements provided a wide range of diagnostic, technical, therapeutic, direct patient care, and support services critical to those patients who were part of the local working establishment. Established the campus as a GED test site, enhancing testing flexibility through ease of access.
- ♦ Created the Bilingual Business Series Certificate, an eight-week accelerated bilingual business education series providing tools on how to start, grow and sustain a successful business. Upon completion, students receive a certificate of completion. Built and sustained lasting partnerships with local businesses and community leaders. Identified strong leaders within the community with the power to influence access to funding and resources.

## PROFESSIONAL EXPERIENCE

## ODESSA COLLEGE

1992– 2008

Dean of Workforce & Technical Studies (2007-2008)

Odessa, Texas

- ♦ Served as a senior administrative leader for an institution serving residents across 13 counties with over 5,000 full-time students and over 11,000 non-credit students. Reported to the Vice President of Instruction. Provided leadership and direction to six executive-level academia professionals and eight department Chairs. Established and monitored appropriate instructional standards for Workforce Development, Career, and technical programs.
- **Leadership** Managed overall operations and budgets totaling over \$1.9M; reviewed and identified cost-effective and efficient use of departmental resources. Collected, tracked, and produced analytical reports to improve services. Demonstrated institutional influence, effective collaboration, and the ability to convene internal and external stakeholders to help students and alumni develop and leverage lifetime networks.
- Assisted department Chairs and Directors with recruitment strategies such as planning, marketing, and curriculum development. Successfully expanded program services to Presidio, TX to encourage the opportunity for continued education. Eliminated division between credit and non-credit instruction.

## ODESSA COLLEGE

1992– 2008

Dean of Workforce Distance Education, Title V and Continuing Education

Odessa, Texas

- ♦ Provided administrative leadership and guidance and monitored the effectiveness of instruction and learning within the areas of Workforce Development distance education, Title V, and Continuing Education. Provided oversight and strategic direction to seven directors across multiple departments with allocated budgets totaling over \$1.6M. Collaborated with executive-level academia professionals in the development of goals and objectives set to attain a united vision.
- ♦ **Leadership** Developed strategic partnerships across a 13-county area. Ensured the quality and viability of all departments by communicating effectively with diverse constituencies, including students, parents, faculty, employees, the surrounding community, potential employers, workforce partners, and external parties. Successfully monitored and improved academic retention rates for the academic division. Obtained funds necessary to open a faculty-training center of excellence (Funds provided by a Title V Grant). Supervised the development and staffing of Odessa College, Andrews Business Technology Center. Honored as the first minority to receive the Chair of the Odessa Chamber of Commerce 2004-2005.
- ♦ **Dean of Continuing Education (1999-2000)** Responsible for the development and operation of the college's Continuing Education program. Responsible for all noncredit courses and programs, community-based education, and customized training for business and industry.
- ♦ Developed and managed budgets totaling over \$1.2M. Led and directed nine full-time senior staff members. Successfully expanded workforce programs at a Federal prison in Pecos, Texas which provided inclusive work. Collaborated with other Deans and department Chairs on plans and development of current and new programs. Oversaw annual planning functions including the development and launching of new programs, enrollment growth, technology, non-credit opportunities, grants, compliance, research, and services, and a learning environment for incarcerated.
- ♦ **Department Chair of Management & Business Administration Assistant Professor of Management (1993-1999)** Responsible for leadership and strategic vision to advance the department's research, and teaching, and enhance its reputation and visibility. Responsible for lecturing a minimum of three classes as an Assistant Professor of Management and supervised three full-time and five adjunct faculties. Led the department to an exemplary rating by the Texas Higher Education Coordinating Board. Partnered with the City of Odessa in offering leadership training to staff members.
- ♦ **Instructor of Management (1992-1993)** Lectured a minimum of 15-hour credit courses in management. Participated in curriculum and program development, college, and campus university committees, and outreach and engagement in the broader public. Assisted department Chair in the development of coursework and textbook selection.

**OTHER WORK EXPERIENCE**

Ector County Adult Probation, Odessa, TX Probation Officer 1987-1992

Pelicans Restaurant, Odessa, TX Manager 1986

Wooley Tool & Manufacturing, Odessa, TX Manager, Inventory Control 1983-1986

OIME, Odessa, Texas Supervisor 1980-1983

**ACCOMPLISHMENTS / ACHIEVEMENTS**

- ♦ Cultivated the progress of partnerships and alliances with public and private institutions to help support educational programs.
- ♦ Heightened workplace morale by encouraging collaboration, brainstorming, maintaining an open-door policy, and leading with a hands-on learning-centric approach.
- ♦ Enhanced recruitment and retention efforts via collaborative projects such as Men of Color Mentoring Program.
- ♦ Instrumental in securing grants from the US Department of Education which provided the Development of an online training center and funding for staff and additional staffing for the Andrews, Texas Business Training Center.
- ♦ Effective in securing a \$1.75M grant from the US Department of Labor, for the development of a 30-bay training center for welders across the Odessa region.
- ♦ Secured a sizeable youth grant for 4 of the 5 Tarrant County Colleges. This grant was dedicated to employing the academic discipline of Science, Technology, Engineering, and Math (STEM) for students ages 14-21.

**MEMBERSHIPS / AFFILIATIONS**

Advisory Committee Member, Ft. Worth ISD CTE 2012-2020

Member, Cabinet Tarrant County United Way 2009-2020

President, Hispanic Wellness Coalition 2015-2017

Board member officer Girls Inc Tarrant County 2016-2020

Chair, Central Area Council, Ft. Worth Chamber of Commerce 2010-2012

Chair, City of Odessa Board of Adjustment 2005-2008

Chair, Odessa Chamber of Commerce 2004-2005

Advisory Board Member, Odessa American Newspaper 2003-2008

Advisory Board Member, Texas Higher Education Coordinating Board & Distant Education 2003-2007

President, Links of Odessa 2003-2004

President, Midland & Odessa Transportation Board 2003-2004

Board Member, Main Street Odessa 1999-2008

Board Member, Odessa Chamber of Commerce 1998-2008