

Executive Cabinet Meeting
April 11, 2024
8:30 am
Notes

A. Action Items

1. Identification Student Worker Name Plates & Badges
Beginning in the fall of 2024, all agreed to begin providing all NMJC student workers with a name plate and a name badge. In addition, all agreed and are in favor of holding a Student Worker Reception.

B. Discussion Items

President (Dr. Moore)

1. Year 2 Projects (Leadership Institute)
Recommendations for Leadership Projects - Year 2 were shared with the group. Dr. Moore asked for all to share with the leadership groups and to consider how it aligns with values of the institution. Groups to select a lead project and to discuss directives and meeting times.
2. Higher Education Technical Summit 2024 (April 30 - May 1, 2024)
Information provided regarding the upcoming Higher Education 2024 Summit to be held on April 30, 2024 through May 1, 2024 in Albuquerque, NM.
3. AACC Conference - Attendance Update - Discussions included:
 - CTE Data and how to use
 - Use of Lightcast
 - Underling Processes - Support
 - Career Guided Pathways
 - Resistance to change. The possibility and feasibility of change.
 - Parade of Flags held prior to graduation.

President Emeritus (Dr. McCleery)

Not in attendance

VP for Instruction (Jeff McCool)

1. HLC Institutional Update
Report with a deadline of April 5th has been submitted. Jeff thank all who assisted with this process.

VP for Institutional Research, Planning & Effectiveness (Dr. Brown)

1. Spring 23 vs Spring 24 Enrollment Trend
Trends report reviewed.
2. Nuventive Update
New data software that will house data to a single secure place. To begin input of data on June, 2024.
3. Institutional Surveys
Process for all NMJC future surveys is they go through the Institutional Research Department for validation.

VP for Operations and Special Projects (Dr. Carroll)

1. Update on Security Fencing around the College property line
West side campus almost complete.
2. Update on the Testing Center at the Literacy Building
Renovations update provided.
3. The west side of the Larry Hanna parking lot will be closed for work beginning May 13, 2024.
4. Dr. Moore noted there is an upcoming meeting to discuss concerns of the Lea Regional Hospital becoming a Behavioral Health facility.

VP for Workforce Development (Steve Saucedo)

1. Portales High School Tour
NMJC hosted 8 Portales students.
2. Transportation Dept. Update
Department promotions shared. CDL Bilingual Class offering update. CDL Permit Training to be offered.
3. Continuing Ed Summer Offerings
Summer Courses from June 21 through July 22 update provided. 11 new programs added in Community Ed. Basic Automotive to be offered in June 2024.

VP for Finance (Josh Morgan)

1. April 15 Budget Transfer Deadline
Transfers between departments and orgs deadline is April 15.

VP for Student Services (David Buckingham)

1. Toward a New Understanding of Hispanic - Serving Community Colleges
2. Plans for New Student Orientation, August 16, 2024
3. Student Success/Completion, Graduation, and Retention Committee

Chief Information Officer (Bill Kunko)

1. Not in attendance

VP for Advancement (Rachel Gallagher)

1. Foundation Funding Requests Honored - several new initiatives
All requests submitted were honored.
2. McGary Reagan Executive Director Visit - April 4
Mr. Reagan, from the West Texas, New Mexico area, donated \$25,000 to the foundation. In addition, he was provided a campus tour and stated NMJC is an enthusiastic campus. A \$25,000 donation was made to NMJC with anticipated additional funding in the future.
3. Update of a new scholarship - Strasner/Arapahoe Oilfield Services in the amount of \$6,000/year providing 4 students with \$1,500 scholarships for students seeking degree program or workforce development training/certificates.
4. Update provided on new community programs under the STEM umbrella.
5. NMJC Foundation Annual Report is anticipated to be completed and ready for distribution in July 2024.

C. Upcoming Events /Announcements

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D. Future meeting follow-up items

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