NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

Wednesday, October 30, 2002
Zia Room - Library
11:30 a.m.

AGENDA

A. Welcome
   Mr. Newman

B. Adoption of Agenda
   Mr. Newman

C. New Business
   1. Personnel Consideration – Department Secretary College Communications
      Sam Oswald

D. Closure of Open Meeting
   Mr. Newman

E. Public Comments
   Mr. Newman

F. Announcement of Next Meeting
   Mr. Newman

G. Adjournment
   Mr. Newman
MEMO

To:        Dr. Steve McCleery  
           Dr. Richard Fleming
From:     Sam Oswald  
           Tim Perry
Date:     10/28/02
Re:       Recommendation for Employment/Board Approval

It is the committee’s recommendation to employ Ms. Judy Halladay for the position, Department Secretary – College Communications. Ms. Halladay received board approval in January 1999 for her current position as Receptionist/Registrar, Continuing Education/Community Services. She is married to Terry Halladay, Professor of Automotive Technology and therefore, employment in the new position requires board approval as per the NMJC Handbook, page 14.

Committee Members:
Tim Perry, Kathy Mahan, Dana Martin, Rudy Rascon
CONFIRMATION REPORT - MEMORY SEND

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New Mexico Junior College
Office of the President
5317 Lovington Highway, Hobbs, NM 88240
Phone (505) 392-8015  Fax (505) 392-2526

Date: 10/28/02
To: Jarrett Renshaw
From: Steve McCleery
Memo:

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