

**Executive Cabinet Meeting
January 4, 2023
Meeting Notes**

A. Action Items

- Renaming of Instrumentation & Controls Dept. (Steve Saucedo)
Members unanimously agreed for a name change from Instrumentation & Controls Department to Automation & Industrial Systems

B. Discussion Items

President (Dr. Moore)

1. FY '24 New Mexico Higher Ed Priorities
Priorities to be discussed next week in a Legislative Session in Santa Fe, NM. Dr. Moore and Dr. McCleery will be in attendance.
2. Vice President reports for January Board Meeting
One-page VP fall semester update to be reported at the January NMJC Board Meetings. One-page VP spring semester update to be reported at the August NMJC Board Meetings.
3. Board Committees Update & Prep. **Following a committee meeting held the week before the scheduled NMJC Board Meeting, the chair for each of the committees will provide updates to the Board during the NMJC Board Meeting.**
4. Department of Advancement Update. **VP of Advancement, Mrs. Rachel Gallagher begins on January 17. In addition to the departments Mrs. Gallagher will be responsible for, a grant coordinator will be included.**
5. Community engagement (who/where) **VP's to provide a list of communities they are involved in to the President's Office.**
6. Book discussion possibilities (The Great Upheaval: Higher Education's Past, Present, and Uncertain Future) **Further discussions on how this book will be utilized. Breakout sessions for discussion?**
7. Infirmary status? **Possible locations for the infirmary were discussed. NMJC will reach out to David Shaw for input on the possible locations identified. Target for completion is fall of 2023.**
8. Organizational Charts **Dr. Moore asked for all departments to prepare charts for their departments and provide to the president's office for placement on the NMJC website.**

President Emeritus (Dr. McCleery)

Emphasis was given to long-term planning at NMJC.

VP for Instruction (Jeff McCool)

1. HLC Proposed Assumed Practices (Faculty Qualifications) **HLC Proposal for Academic Credentials in order to quality teachers to be allowed to teach dual credit classes. The focus was on rural areas.**

VP for Student Services (Cathy Mitchell)

1. Locations for various current and upcoming initiatives for the Health Center, Career Center, Success Center and SOAR **Various areas on campus discussed for the possibility of housing these programs. Further conversations to follow.**

VP for Finance (Josh Morgan)

1. Equine Donation **Receipt of a \$100,000 donation to be housed with the NMJC Foundation.**

VP for Training & Outreach (Steve Saucedo)

1. Reinstating the Cosmetology pinning ceremony **All agreed for the reinstating of the Cosmetology Pinning Ceremony to take place either April 20 or 27, 2023.**

VP for Operations and Special Projects (Dr. Carroll)

Updates for activities/work completed on the NMJC campus during the Christmas break were provided.

C. Upcoming Events /Announcements

D. Future meeting follow-up items

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