

Executive Cabinet Meeting

May 7, 2024

Notes

A. Action Items

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B. Discussion Items

President (Dr. Moore)

1. Leadership Institute (Year 2 projects)
5 projects identified for research: Comprehensive Professional Development Program, Evaluating Course Fees, Community Engagement Program, Recycling Project, and Child and Family Center.
2. Maddox Leadership Institute recommendations
Deadline for recommendations is May 31. The program will run from August 28 - April 24.
3. AFIT Summer Institute
Update only
4. Legislative updates
Delegation changing across the state. NMJC will be looking at the value in working together to present joint priorities. LFC will have a meeting in Carlsbad, NM at the Southeast New Mexico College on June 12.

President Emeritus (Dr. McCleery)

1. NJCAA National Golf Tournament
Tournament scheduled for May 10 - 15. All were encouraged to reach out for support.
2. Mother's Day - Free Concert
May 12 @ 7pm
3. Memorandum of Agreement with Lea County
NMJC is in the process of engaging an MOU with LCEC. In addition, NMJC will assist with LCEC sound system issues.
4. Homecoming Activities
Coming in fall 2024.

VP for Operations and Special Projects (Dr. Carroll)

1. Numerous Projects Update
Updates included landscaping at tennis courts, 40 new horse stalls, furniture at Watson Hall, security fencing, lament flooring in the student apartments, nursing storage, testing center at NMJC Literacy Building, resurface flooring at ATC, carpet replacement at Bob Moran, and new roofs for Bob Moran and Ben Alexander.

Chief Information Officer (Bill Kunko)

1. Security
Encouraged all to continue to watch and be safe with incoming emails.
2. Software Implementations
Update provided.
Cyber Security Insurance should be finalized in the near future.

VP for Advancement (Rachel Gallagher)

1. NMJC Foundation approved amended Heidel Scholarship requirements
Language approved at recent Foundation board meeting to be slightly more expansive. Scholarship assists Lea County students, students who transfer to 4-year colleges, and Lea County students who do not attend NMJC but plan to attend a 4-year college. Meal plans and room and board are included under this scholarship.
2. Tina Kunko promoted to Director of Alumni Engagement, Scholarships and Finance
3. Wrapping up Annual Report Design, release by mid-late July

Alumni Weekend - October 4 & 5

VP for Instruction (Jeff McCool)

1. Academic Master Plan Update
AMP has been completed with the input from 20 focus group participants. Will be presented for approval at the June NMJC Board Meeting

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

1. Summer and Fall 2024 Enrollment
Fall enrollment is 31% ahead of last year. Summer slightly down but continuing to come up.
2. Nuventive Update
Beginning to see connectivity and awareness. All asked to think about the transition all are going through with the new program and how to celebrate the successes.
3. Discuss HLC “Trends 2024” report: <https://hlcommission.org/trends2024>

VP for Student Services (David Buckingham)

1. Updated NMJC Advising Handbook and NMJC Commencement Program distributed
2. NMJC Commencement
May 10 at the LCEC. Arrive by 6:30 pm.

VP for Finance (Josh Morgan)

1. NM Higher Educational Technical Summit
Large component of the sessions attended and discussions included capital projects, the approach of capital, Capital Hearing Outlay, project approvals, and the types of projects for summer hearings.
2. Final BARs for FY 24
Budget Lockdown - No budget transfers between orgs.

VP for Workforce Development (Steve Saucedo)

1. Higher Ed Technical Summit Update
Attended an Adult Basic Education session
2. Driver’s Ed
Summer sessions - June 10 through June 27 and July 8 through July 25
3. Ford ASSET & SENMLEA Graduations
Ford Asset graduation will have 12 graduates from 4 states on May 10 at 11:30 a.m. in the NMJC cafeteria and the SENMLEA will have 28 graduating cadets on May 24 at 10am.

4. CTECH at the Hobbs High School is currently full and working on a wait list. NMJC will assist and take on all 24 ACT Academy students from Lovington. Classes will include Automation, Welding and, Automotive ACT Academy.
5. Workforce Development reported revenue of over \$1,000,000, which has surpassed their goal marked for the 2024 revenue.

C. Upcoming Events /Announcements

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D. Future meeting follow-up items

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