

**President's Council Meeting**  
**February 20, 2024**  
**8:30 am**  
**Meeting Notes**

**A. Discussion Items**

**President** (Dr. Moore)

1. SGA Representation  
Ms. Bre'anya Hayes, SGA President, was introduced.
2. Shared Governance (standing committees)  
Transition of committees to the IRPE will be effective in the fall 2024. Timeframe and committee members process will be reviewed.
3. Professional Development (central location)  
All were asked to capture professional development attendances to showcase what NMJC does.
4. AI Webinar  
Webinar scheduled for February 22, 2024 at 12pm. Calendar invitation forthcoming.

**Dean of Student Success / SOAR** (Kelly Rueda)

Not in attendance

**Director of WHM** (Laura Hockensmith submitted by Dr. Moore)

1. WHM Updates  
Pal-entine's Day at the WHM held on Wednesday, February 14, 2024 had approximately 147 attendees.

**General Counsel/Chief Community Liaison** (Scotty Holloman)

1. Housing for staff  
Recommended no housing with students.
2. ACCT Trip  
The main focus of the summit disclosed big changes in higher education with short-term trainings in skill levels for placement in jobs.

**Assistant Director of Athletics** (Kayla Weaver)

- 1) Track team will be out for Indoor Nationals from February 27<sup>th</sup> – March 3<sup>rd</sup>.
- 2) February 26<sup>th</sup>, Monday, Homecoming, WBB Sophomore Recognition, Men's and Women's Ring Ceremony for the 2023 National Championship
- 3) March 4<sup>th</sup>, Monday, MBB Sophomore Recognition vs NMMI

**Dean of Students** (Sarah Edelbrock)

1. Residential Housing Association (RHA) - ideas and input
2. COVID 19 - Discussion on moving forward  
Meeting will be set to discuss future protocols. What is CDC and State protocols?
3. Student Leadership Academy (SLA)

55 students, 11 completes. Max is 95 spots. Medallions are given to students and there are current discussions to possibly have an etiquette dinner for students.

4. PTK Event in Santa Fe  
PTK Advisor attended with 3 students. 2 students received recognition. NMJC had good representation.
5. Student Activities
  - Language Night - Learn basic phrases from different countries
  - Homecoming - February 26, 2024

#### **Dean of Workforce Training & Professional Studies** (Larchinee Turner)

1. Automotive Competition Update  
Competition held on February 28, 2024. Total of 68 high school students competed from 14 high schools from 7 states, and 7 Ford Dealerships. Increase this year from areas businesses and a total of 18 volunteers assisted. Top 3 winners received trophies and top 10 received tool sets.
2. FEP Process  
Faculty Evaluation Process has begun. Goal planning and classroom observation.

#### **Director of Campus Security & Safety** (Dennis Kelley)

1. Access Control
  - Keys
  - Key Cards
  - Key Requests

Tightening up controls of this process and the importance of following the process. All were reminded campus safety is one of NMJC's top priorities.

#### **Director of Outreach & Engagement** (Valerie Gauna)

1. Canva/SM Training Updates  
Training on February 27, 2024
2. Marketing Updates
  - \*Working on commercials.
  - \*Scholarships open. Deadline is March 15, 2024.
  - \*High school face to face scholarship presentations begin tomorrow.
  - \*Will begin highlighting published authors on the NMJC campus with videos and stories. Share if you know of an author on campus that needs to be recognized.
  - \*Discover Day - March 8, 2024 - Volunteers needed.
  - \*College Career Fair w/USW and Chambers at the LCEC on March 5, 2024.
  - \*Band Concert on March 10, 2024.

#### **Director of HR** (Amy Coombes)

1. Employee Handbook  
Ideas from the Benefits/Welfare Committee, submit soon. Dr. Moore requested the list of the retiree's benefits.
2. Performance Evaluations

Discussion included score rating, competencies, training requests by supervisors, 90-day probation for new hires and a 45-day mid-year check in.

**Dean of Arts, Sciences & Learning Support** (Dianne Marquez)

1. Summer & Fall Course Schedule

Robust summer schedule. Need to know from all students what will benefit them. In addition, looking at stop out students and where they are on a degree plan. Need to be data informed.

**Dean of Applied Sciences & Learning Technology** (Stephanie Ferguson)

1. Fall Schedule Preparations: New course letter/number designations & removal of 13 classroom spaces.

Working on housing of students in classes. Registrar has input the new course letter/number designations. Process is now off and running.

**Faculty Senate President** (Katherine Waterbury)

No updates

**B. Upcoming Events /Announcements**

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**C. Future meeting follow-up items**