

**Executive Cabinet Meeting**  
**January 16, 2024**  
**8:30 am**  
**Notes**

**A. Action Items**

- 1.

**B. Discussion Items**

**President** (Dr. Moore)

1. Upcoming Legislative Session  
Possible critical discussion items; K-12 to a 5-day schedule, Oil & Gas Economy, Recurring fund for Workforce Development, Cyber Security Fund, Targeted Faculty Increases, Adult Online Learner Scholarships, Mental Health, Paid Family Medical Leave Act for 2026, and Public Construction Cost. LFC will ask what colleges are doing with funds and how it is impacting student access and success.
2. Employee Residency Study  
An ad hoc committee has been formed to gather information and make recommendations on a potential employee residency program.
3. Honors College Study  
An ad hoc committee has been formed to research other colleges for additional student opportunities and the feasibility of implementing an Honors College.
4. Leadership Institute (Potential Projects)  
Dr. Moore tasked the group with providing one or two projects in their areas to be considered as projects the leadership group will engage in during Year 2 of the NMJC Leadership Institute. Dr. Moore asked the group to be innovative and transformative.
5. Meeting held with Mr. Jim Harris for a possible partnership between NMJC and the Llano Estacado Arts Association.

**President Emeritus** (Dr. McCleery)

- 1.

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

1. Spring 2024 Headcount Update  
Report provided included an unofficial headcount of 1,894
2. IRPE Web Page Updates  
New on NMJC website - Institutional Data & NM Postsecondary Enrollment
3. Final Fall 2022-Fall 2023 Student Headcount Trends  
Report provided
4. Time to Degree  
Report provided
5. New IRPE Staff

**VP for Operations and Special Projects** (Dr. Carroll)

1. Thunderbird Clinic Update  
Target open date: end of February
2. Allied Health Storage Building Needs  
Discussion of additional storage space for the Allied Health area and their needs.
3. Update - Four new welding trucks are ready for pickup

**VP for Workforce Development** (Steve Saucedo)

1. Student Services Orientation Review  
Two orientations held were successful.
2. Non-Credit WFT Update  
Halfway point numbers provided.
3. Professional Development & Outreach Update  
February 8 - Automotive Competition. Will include 5 high schools and 6 dealerships.  
February 13 - Higher Education Day  
March 5 - College & Community Fair

**VP for Finance** (Josh Morgan)

1. Transcript Withholding Policy  
Federal changes effective July 1
2. FY 25 Budget Request  
Budget requests due by February 1

**VP for Student Services** (David Buckingham)

1. Enrollment Update  
2024 Spring Registration - 1,894 students registered with increase to continue. Discussion for review of possible payment plans before the purge process.
2. Thunderbird Clinic Update  
Construction is complete. Currently waiting on state inspectors with hopes of completion by February 1<sup>st</sup>. End of February is the operational target date.

**Chief Information Officer** (Bill Kunko)

1. PC Replacement Plan  
Computers replaced every 4 years
2. Software Upgrades and Installs  
Chrome River, Erezlife, CRN Advise/Recruit, and E-Transcript.

**VP for Advancement** (Rachel Gallagher)

1. New Recruiter is on board
2. Annual Report  
Last annual report is dated 2018/2019. Updated report forthcoming.
3. Foundation Scholarship Deadline - March 15  
All were asked to help get the word out for increase of applicants.

**VP for Instruction** (Jeff McCool)

1. Complete College America Conference Summary  
“Future Ready” conference update provided.

**C. Upcoming Events /Announcements**

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

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