

Executive Cabinet Meeting

August 6, 2024

Meeting Notes

A. Action Items

-

B. Discussion Items

President (Dr. Moore)

1. Former Covenant Hospital
Discussion of possible future use. Indoor Athletic Facility, Retention Pond, Softball Field. Future discussions to continue in the August NMJC Board Meeting.
2. HED/NMICC Update
Non-credit Workforce funding in the amount of \$20 million/year, NMJC will receive \$473,000. HED/NMICC are looking at student initiatives, Mil Levy Certifications, Workforce Certificates (are students going to work at higher paying jobs? If so, where?)
3. PD Session with Van Pelt
Keynote speaker at the General Staff/Faculty Meeting on Tuesday, August 13 with a breakout sessions for faculty and the President's Council on Wednesday, August 14.
4. Strategic Planning - Next Steps
How will NMJC move forward? (Alignment, Goals, Strategies)
Vetting external consultants for next steps to begin in January 2025.
5. AFIT Summer Institute Update - Next Steps
AI was the focus of the conference. Group will debrief following NMJC's in-service week. What is feasible for NMJC? When, How, Where? Learning Objective - Become a future ready organization with the NMJC Strategic Plan as a guide.

VP for Operations and Special Projects (Dr. Carroll)

1. Projects and Construction Update
Updates provided on the Testing Center located at the Literacy Center, Student Housing, Bob Moran, LE Safety, Student Housing outdoor areas, Watson Hall, Vo-Tech Building and the Heidel Hall Remodel.

Chief Information Officer (Bill Kunko)

1. Update on the Cyber Security Report – Good status.

VP for Advancement (Dr. Gallagher)

1. Website Redesign in progress
Will transition to a more contemporary website. Will be reaching out to the group. Goal is to have a smooth transition.
2. GO Bond Presentations.
Ongoing to get the word out to the community.

3. New Foundation Bequest
Unrestricted in the amount of \$500/\$600 thousand. Donor to put NMJC in their State planning process. All were reminded that all staff are ambassadors of NMJC.
4. New Grants Received:
Permian Pipeliners Education Foundation & New Mexico HED Endowed Nursing Faculty.
 - \$10,000 for Workforce Training
 - 2 stipends for 2 faculty (\$8,500 a year for extra work in perpetuity)
 - TRiO SSS Grant has been submitted

VP for Instruction (Jeff McCool)

1. In-Service Update
Keynote Speaker - Scott Van Pelt - In the Caster Activity Center
2. VPI Transition Update

VP for Instruction (Dr. Eannace)

1. HACU Project for Classroom Conversation
Strategic Plan/High Impact Processes. Importance of Hispanic language to be taught to instructors for use in the classroom. Will be reaching out for volunteers and input to move this project forward.

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

1. Fall 2024 Enrollment Update
Currently down by 47 students as compared to last year.
2. Revised HLC Criteria
New HLC approved criteria shared.
3. Nuventive Update
Provided results from the first cycle. Course assessment wrapping up. Processes or lack of processes a struggle. Good operational training is important.
4. New Dashboards
 - *New Dashboards: Annual Enrollment Dashboard:
https://public.tableau.com/views/AnnualAYEnrollmentReport/AYInstitutionTotal?%3Aembed=y&%3Adisplay_count=yes&%3AshowVizHome=no#3
 - *Semester Enrollment Dashboard:
https://public.tableau.com/views/SemesterEnrollmentReport/SemesterInstitutionTotal?%3Aembed=y&%3Adisplay_count=yes&%3AshowVizHome=no#1
 - *Degrees Awarded Dashboard:
https://public.tableau.com/views/DegreesAwarded_17210523619850/StudentsReceivingAwards?%3Aembed=y&%3Adisplay_count=no&%3AshowVizHome=no

VP for Student Services (David Buckingham)

1. Community Scholars Honors Program
2. Genuine Foods
3. New Student Orientation Post Cards have been distributed.

VP for Finance (Josh Morgan)

1. 2024 NM HED Capital Outlay Summer Hearing

- NMJC Host of the Summer Hearings- 2 projects to be presented by NMJC - Campus Safety & Vocational B Building
2. Audit Update
Entrance audit will take place remotely. Auditors expected on campus in September.
 3. Chrome River
Use of Chrome River appears to be going well. All were asked to provide any challenges in their departments. Additional training may be requested.
 4. NMJC Purchase Card
All were encouraged to share with their departments that NMJC purchases should be made through the bookstore.

VP for Workforce Development (Steve Saucedo)

1. Driver's Ed Update
Relaunched class had 24 students. Possible evening class in the fall.
2. Automotive Update
NMJC is the only approved site in the State of New Mexico. The month of July had 12 technicians from New Mexico, Texas, Oklahoma, and Colorado.
3. Automation Update
NMJC will possibly be 3rd partner with Skill Point Alliance - Permian Basin beginning in January 2025.
4. 2023-24 end of the year numbers
Significant increases in number of participants, number of contact hours, and revenue in comparison to the previous fiscal year.

C. Upcoming Events /Announcements

-

D. Future meeting follow-up items

-