

Executive Cabinet Meeting

September 4, 2024

Meeting Notes

A. Action Items

- All agreed to the name change of the Student Success/Completion, Graduation, and Retention Committee name to Student Success Committee.

B. Discussion Items

President (Dr. Moore)

1. In-Service recap (Van Pelt)
Components to be incorporated into the Strategic Plan in January.
2. Evening with Lea County (Feb. 6, 2025)
If interested in attending, please contact Norma Faught.
3. Meeting with local Legislators
Discussing 2/3 priorities to begin moving forward.
4. National Center for Higher Education Management Systems (NCHEMS) study
Reviewing peer institutions.
5. Update – former Covenant hospital property
Waiting for responses from Covenant and City of Hobbs on formulating agreements.
6. NMICC/HED updates
GO Bond - Campaigning ongoing.
LFC -
 - View of institutions balances
 - Workforce credential evaluations
 - Group health insurance increases

VP for Workforce Development (Steve Saucedo)

1. HB2 funding for Workforce Training
 - a. Proposal submitted August 23rd. Twenty-three programs were included (22 existing, 1 new). NMJC is slated to receive \$473,000 if approved, to be spent by 06.30.25. We currently have a plan to offer scholarships/discounts to cover 80% of the course fee(s).
2. CTECH meeting
 - a. Met with CTECH leadership on August 26th with a contingent of NMJC personnel as a follow up to our meeting with them in mid-June. Three dates were set for the fall for NMJC to be at CTECH, promoting programs that have current pathways to NMJC and the Dual Credit director will have a day in December to present and answer questions on ALL the areas that are available as dual credit options.
3. EOG Resources

- a. On August 15th, we hosted a group from EOG Resources in Workforce Development. EOG is the largest oil producer in the country and we had a roundtable discussion and tour of how we can partner and they are looking at investing in the Automation & Oil and Gas departments, by sending employees, recruiting from our classes, and potentially donating equipment.

VP for Operations and Special Projects (Dr. Carroll)

1. Campus Construction/Project Update
Several projects ongoing. Watson Hall occupancy should occur by end of September. Industrial Building to be completed by end of November.

Chief Information Officer (Bill Kunko)

1. Committee is Reviewing Programmer/Analyst Applications
Interviews expected the week of September 9th.
2. Reviewing of Ellucian Software to take the place of CRM Advise
Optional product being vetted. Dr. Moore stressed the importance of future vetting of software products prior to the purchase process.
3. Implement of Evisions Software for IPEDS
Scheduled

VP for Advancement (Dr. Gallagher)

1. Recruitment: First time freshman up 8% from Fall 23
2. Foundation: Scholarship applications increase 6.4% in Fall 2023 & Fall 2024, CTECH/Urenco Scholarships
3. Grants: Campus-wide grants
Specific campus-wide email to be sent in the coming weeks.

VP for Instruction (Dr. Eannace)

Not in attendance

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

1. Fall 2024 Enrollment Update
Enrollment is currently at 2,213, up from last year at 2,097.
2. Nuventive Update
Groups continue the input of data.
3. Certificate Programs in Equine Business, Equine Studies, and Agriculture have been accepted and added to the HLC Program List for NMJC.
4. HLC Webinars
Upcoming webinar information will be shared for those interested in attending.

VP for Student Services (David Buckingham)

1. "Southside Update"
Recreational areas look great. Intramurals support will begin soon. Grand opening to occur.
2. Student Success/Completion, Graduation and Retention Committee name change and fall agenda suggestions. (Action Item)

3. SEM Plan Update and semi-annual measurements/suggestions.
4. Lactation rooms.
A second additional location to be added.

VP for Finance (Josh Morgan)

1. Accounts Payable Invoice Process
Process discussed to be certain all invoices are sent to accounts payable.
2. Update on Construction Projects in Design
Several projects are in the design phase. Heidel Hall, WHM recladding, Phase 2 of the campus-wide site project, equine, rodeo, and the baseball press box.
3. Inventory Transfer Process
Departments are responsible for completing all transfer of inventory on the NMJC Inventory Transfer Form.

C. Upcoming Events /Announcements

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D. Future meeting follow-up items

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