

Administrative Council
August 2, 2023, 1:30 pm
OTC 115
Meeting Notes

Attendees: Dusty Baker (guest presenter), Jennifer Cain, Teresa Casarez, Todd DeKay, Rosie Duran, Peggy Harelson, Brad McFadin, Robert Moore, Anthony Munoz, Linde Newman, Shawn Powell, Jacob Puckett, and Devin Stroman

I. NC3 Summit Debriefing (Dusty Baker)

Mr. Dusty Baker and Mr. Missael Barrientos attended the National Coalition of Certification Centers (NC3) Summit in Kenosha, WI July 19-21, 2023. NC3 is a “network of education providers and corporations that, together, embody passion for innovative CTE models and produce a sustainable, highly-skilled workforce.” They are currently working with 17 industry partners to create industry certifications to help students succeed.

The yearly summit showcases industry partners and included over 200 attendees, hands-on activities, “hear from your peers”. There are many industry certifications we could take advantage of, which could be incorporated into what we are already doing (e.g., the Personal Protective Equipment certification by 3M could be part of technical education, health, science, and OSHA 10 courses). These certificates would also help standardize what is being taught. Our welding program has been part of the NC3 Lincoln Electric Education Partner School (LEEPS) for a year. In that year, 18 welding students have received 114 industry certifications. We are the only college level program doing this in the state. Mr. Baker has worked with the six area high schools to implement LEEPS Start, a high school program. This will aid dual credit students by offering them the opportunity to earn industry certifications. He also discussed these opportunities with ENMU-Ruidoso, and they may participate in the LEEPS, as well.

Through the Perkins grant, training was approved so additional welding certifications may be offered: Introductory Welding: Thermal Cutting, Welding Math, and Fabrication 1; Advanced Welding: Print Reading, and Fabrication 2. LEEPS will introduce the following welding certifications in Fall 2023: Submerged Arc, GMAW Aluminum, GMAW Stainless Steel. The welding program is full, and there is still a waiting list. Students are having to be turned away, therefore, an additional full-time welding instructor is badly needed.

Opportunities are also available for certifications in Aviation and Media Arts, and Mr. Baker is willing to aid in the incorporation of NC3 certificates in as many programs or courses as possible in order to become an NC3 Center of Excellence School.

Mr. Baker would like to see a construction trades program implemented.

Mr. Baker received the NC3 LEEPS Welding Instructor of the Year Award, and he will serve on their advisory board for the next two years.

Dr. Powell reported apprenticeships in licensed trades through our maintenance program, such as electricians, plumbers, HVAC, and boiler operators, are being considered.

Discussions with Job Corps are in process to have students assist in work study capacity.

II. Great Colleges Survey Results (Todd DeKay)

Actionable items need to be identified, so that corrective action can begin immediately.

Mr. Todd DeKay informed the group 155 surveys were sent out, and 74 responses were received. Four areas were flagged for needing improvement: communication, collaboration, performance management, and professional development.

Communication assesses the quality of internal communication specifically related to transparency, clarity, and interactivity.

Collaboration measures the perceived cooperation and collegiality within workgroups and across the institution.

Performance Management measures the efficiency of policies, procedures, and processes within the college. It also evaluates the college's efforts in employee recognition.

Professional Development reports the satisfaction with career/professional development opportunities for staff, and support for research and clarity of the tenure process for faculty.

Collaboration should include team building exercises for the campus, cross-departmental information sharing, have the right people at the table, new employee onboarding to include an understanding of how people are connected to one other and the campus, cross training of personnel, and welcoming new employees.

Communication can be challenging because of perception and interpretation. There needs to be transparency and clarity involving ways to communicate: direct communication in writing (email), face-to-face whenever possible, and department heads follow up with their staff in individual and unit meetings. Also allow people to reach out for questions.

Professional development—internal and external communication needs to be improved. Develop internal marketing campaigns to make sure employees are aware of professional development opportunities and initiatives that align with our strategic goals. Coordination with the three senates, including a procedural process through the senates for approval and funding, etc. Perhaps the expectation of at least one measurable professional development for each person per year should be considered. There needs to be a strategic, coordinated, and communicated effort for staff to be aware of what opportunities and funding are available.

III. Personnel Listing of Degrees & Certificates (Shawn Powell)

This will be an agenda item for the next meeting.

IV. Upcoming Events (Shawn Powell)

- a. Wednesday, August 9—Community College Board (CCB) Meeting, 4:00 pm, Admin Board Room #135
- b. Thursday, August 10—New Student Orientation, 8:00 am, ITC Commons
- c. Tuesday, August 15—Back-to-School In-Service—Spanish Translation, 1:00 pm, ITC 155
- d. Thursday, August 17—Back-to-School In-Service—Student Affairs, 10:00 am, ITC 155
- e. Friday, August 18—Back-to-School In-Service—Faculty & Staff, 9:00 am, ITC Commons

- f. Tuesday, August 22—Campus Clean Up Day, 8:00 am-12:00 pm, Meet in OTC Parking Lot
- g. Thursday, August 24—Welcome Back Event, 3:00-8:00 pm, Sculpture Courtyard
- h. Wednesday, September 13—CCB Meeting, 4:00 pm, Admin Board Room #135
- i. Sunday, September 17—Constitution Day
- j. Friday, September 29—Campus-Wide Meeting, 9:00 am, ITC Commons
- k. Monday, October 2—Eastern New Mexico State Fair Parade
- l. Monday, October 2-Saturday, October 7—Eastern New Mexico State Fair
- m. Wednesday, October 11—CCB Meeting, 4:00 pm, Admin Board Room #135
- n. Saturday, October 14—Annular Solar Eclipse, 10:35 am
- o. Tuesday, October 24—65th Anniversary Celebration, 6:00 pm, ITC Commons
- p. Friday, October 27—Campus-Wide Meeting, 9:00 am, ITC Commons
- q. Wednesday, November 8—CCB Meeting, 4:00 pm, Admin Board Room #135
- r. Saturday, November 18—Turkey Trot
- s. Friday, December 8, Campus-Wide Meeting & Holiday Lunch, 10:00 am, ITC Commons
- t. Wednesday, December 13—CCB Meeting, 4:00 pm, Admin Board Room #135

V. Area Reports

Dr. Powell reminded the group the campus has a 25-person bus, which was operational after it was repaired and had new tires installed shortly before COVID-19. Mr. Chris Bullard, Director of Community and Workforce Training, will maintain the bus and determine what repairs are needed at this time. If any employee would like to go through CDL training to be an endorsed bus driver, the campus will pay for the training and licensure. We would like to have the bus ready for the Eastern New Mexico State Fair Parade on October 2, 2023.

A partial solar eclipse will occur Saturday, October 14, and Roswell is in the line of totality for the eclipse. Special viewing glasses are being ordered. Dr. Bill Anderson, an astronomy faculty member from ENMU-Portales, will be here during the week prior to host presentations and discussions. NASA sponsors college and university teams to launch weather balloons in the line of totality during the eclipse. Arizona State University is bringing a team to Roswell, and ENMU-Roswell will be a support location for their team.

The Alpha 5 Project is a group of former Air Force pararescue jumpers who plan to set the world record for relative work in sky diving. Their goal is to ascend to 36,000 feet in a hot air balloon from the New Mexico Military Institute (NMMI). At altitude, it is estimated the balloon will be about 30-40 miles away from Roswell. The skydivers will target their landing to occur back at NMMI. This is a national event that will be covered by several news entities and is planned to take place sometime in September or October prior to the eclipse.