

Core Staff Meeting Notes - 4/24/2019

9:00 am Health Science Center (HSC 229)

Attendees: Clark Elswick (by phone), Karen Franklin, , Ken Maguire, Mike Martinez, Linde Newman, Donna Oracion, and Shawn Powell

- **CCB / BOR Agenda Items**

The May 10 Board of Regents meeting will be on the ENMU-Roswell campus. The meeting will begin at 1:00 pm, and graduation is scheduled for 7:00 pm that evening at the Civic Center.

The March 13 CCB tour of campus was halted due to high winds. The Board asked for the tour to be rescheduled. Dr. Maguire will reschedule the tour for early fall.

- **Personnel Actions**

Ms. Mandi Cobos has been hired as the new pool manager. She will start next Monday. Ms. Cobos is qualified to conduct lifeguard training. Ms. Brianna Bitner will be the assistant pool manager. Both will attend the pool operator training being offered the first part of May. Interviews are being conducted for the Recruiter position.

- **Additional Topics**

College Development is working on the graduation program, and campus clean-up day is tomorrow.

All open academic positions are posted.

Two classrooms are being set up in to deliver distance learning courses either synchronously or asynchronously this fall. Dr. Maguire will talk to Mr. Elswick when he is on campus in the near future to discuss this in more detail.

Mr. Martinez, Dr. Neel, and Dr. Maguire are planning to attend the upcoming ACT conference. Dr. Maguire would like also like Ms. Annemarie Oldfield, and Mr. Chad Smith to attend.

Mr. Elswick is asking staff to continue to be mindful of scam email messages. No supervisor will ask employees to purchase gift cards, etc. Spam filters typically block 90% of spam messages. IT is working to create ENMU email addresses for Roswell faculty and staff. It will be an alias email address so nothing will change visibly. It is anticipated there could be some transition difficulties, especially with CosmoLink, but these should be minor. This is active directory update. Transitioning may begin next week unless tests reveal concerns that need to be resolve prior to implementing active directory.

Mr. Elswick shared information about digital transformation from EDUCASE Review, an online IT publication. *“At its simplest level, digital transformation means transforming an organization's core business to better meet customer needs by leveraging technology and data.”* The article went on to state that digital transformation is driven by four goals: competitiveness, customer experience, agility, and profit.

There has been confusion with fall registration due to changes in the common course numbering as the course numbers and prefixes are different. Staff training is needed in order to help students register for the correct courses. The HED website has a “Crosswalk” tool which will link new and previous courses. A link to this crosswalk is in place in Portales and we will set up this resource for our students. Robert Andazola will be the commencement speaker, and he will present his speech at the May 7 Core Staff meeting.

Linde will double-check Dr. Powell's calendar for availability to present certificates at the presidential scholar assemblies at the area high schools.

Today is transfer day at the success center.

Events are being coordinated for the NM Youth Challenge open house. The Sim Center and iCenter will be open for the tour.

The retirement reception is this afternoon at 3:00 pm in the Admin Lobby. Eight retirees will be honored.

Ongoing Agenda Items:

- Student Orientation, Fall 2019
- Everbridge
- Development of Campus Master Calendar of Recurring Events
- Update on Planned Construction Projects
- Memberships with National Organizations

Upcoming events

- Retirement Reception—Wednesday, April 24, 3:00-5:00 pm, Admin Lobby
- Campus Clean-Up Day, April 25
- Campus-wide Meeting
 - Tuesday, April 30, 1:30-3:30 pm, OTC 124

Planning

- 2018-2019
 - Strategic Planning – started October 23, 2018 to be complete by July 2019
 - Campus Master Planning - start Fall 2018 and complete by August 2019
- 2019-2020
 - Data Governance – formal start fall 2019 – (initial discussion fall 2018 with HEDW conference attendance in April 2019)
 - HLC Focused Site Visit, March 23-24, 2020
 - Strategic Enrollment Planning – start fall 2019; complete by May 2020
- 2020-2021
 - HLC Comprehensive Evaluation date TBD