

**Core Team Meeting Notes**  
**Monday, March 8, 2021**  
**8:00 am**  
**Virtual Meeting**  
**Via Microsoft Teams**

Attendees: Tony Major, Linde Newman, Annemarie Oldfield, Donna Oracion, Shawn Powell, and Rebecca Schneider

**Review of February 22, 2021 Core Team Meeting Notes**

The draft meeting notes from the February 22, 2021 Core Team meeting were reviewed, and Ms. Oracion will post them on the web.

**Legislative Update**

HB 285, capital project requests would assist with funding for our sewer pipe replacement and restroom renovation. HB 289, a bill to set a minimum wage and extending eligibility for unemployment for non-tenure-track faculty, should be heard today. The opportunity scholarship has been expanded and is to include four-year institutions.

Representative Yvette Harrell spent time on campus Saturday. She will write a letter of support for an aviation maintenance grant which is to include funds for recruiting and equipment.

**Orientation and Mentorship**

The topic of Orientation and Mentorship was tabled until the March 22 meeting.

**Monthly Campus Discussions via Teams**

The April campus meeting will be Friday, April 16 at 10:00 am. Mr. Major will discuss the budget and Ms. Jessica Small, Internal Auditor and Affirmative Action Officer for ENMU-Portales will join us to share system focused topics.

**Social Media Coordinator**

Ms. Oldfield and Ms. Oracion will develop the job description for the Social Media Coordinator.

**Personnel**

Gear Up grant positions will be posted soon. Current open positions are:

- Webmaster
- Administrative Assistant for the AVP of Technical Education
- One Stop Specialist for Admissions and Records
- Purchasing Agent
- Safety Officer

A Nursing Instructor, Welding Instructor, Gear Up Director will be starting this week.

**CCB / BOR Agenda Items**

- **BOR Items for March 26 Meeting**

Agenda items for the March 26 meeting are due by Monday, March 15. Mr. Major indicated he may need to submit a request for use of an architect.

- **Strategic Initiative for April 7 CCB Meeting**

Ms. Newman will coordinate with Ms. Rebecca Cobos of the Strategic Initiative Advancement Council to determine which strategic initiative the council will present at the April 7 CCB meeting.

- **Proposed Topics for April 7 CCB Meeting**

The following items will be added to the April 7 CCB meeting agenda:

- HLC Site Visit—Informational
- Five-Year Campus Capital Projects Plan—Action
- 2021-2023 CCB Operating Agreement—Action
- 2021-2022 Operating Budget—Action
- 2020-2021 Budget Adjustment Request—Action

### **Additional Topics**

The March 5 campus meeting was recorded for anyone who may have questions about the meeting.

The graduation committee is finding it difficult to plan because it is unknown what the county status will be at the time of graduation. There are many details that need to be planned to try to plan dual scenarios (virtual and in-person). Ms. Newman will schedule a meeting for this Wednesday for Dr. Powell, Ms. Oldfield, and Ms. Oracion to solidify graduation format.