

Agenda Core Team 09/12/2018

Attendees: Donna Oracion, Morgan McNabb, Mike Martinez, Karen Franklin, Rebecca Schneider, Anna Chavez, Dr. Shawn Powell, Dr. Ken Maguire, Clark Elswick (by phone), Dr. Patrice Caldwell (by phone)

- Dr. Patrice Caldwell – Policy development guidance
 - o The Board of Regents set forth the “one system” approach with one set of policies
 - o System mandate does not preclude the Roswell and Ruidoso campuses from developing individual and unique procedures and processes as long as they are not in conflict with system policy, state/federal law
 - o How do you indicate what procedures will be followed in accordance with policies?
 - Develop a campus handbook for procedures that apply to ENMU-Roswell
 - Seeking approvals for procedures is at the discretion of the institution
 - Print out/send electronically proposals of system language
 - o Most of ENMU-Roswell policies currently already agree/align with ENMU (Portales) policies
 - o Most protocols/procedures/processes would need to be updated
 - o Process – ENMU’s University Council, change/amendment/new policies go through this council – would add representatives from ENMU-Roswell and ENMU-Ruidoso to the council
 - Staff
 - Professional staff
 - Faculty
 - Students
 - Administration
 - o Dr. Caldwell will send proposed system policies with system language to Morgan who will distribute it out to the Core Staff (NOTE: This was done 9.18.2018)
- Upcoming events
 - o Listen and Learn sessions (everyone is invited to attend and feedback is welcome)
 - Sep 25, 6:00 to 7:00 - Community: Public Library
 - Sep 26, 2:00 to 3:30 - Campus: OTC 124
 - Oct 2, 6:00 to 7:00 - Community: Public Library
 - Oct 11, 2:00 to 3:30 - Campus: OTC 124
 - Format
 - Overview of the sessions purpose – gain feedback to assist planning
 - Review of current vision and mission statements
 - Large group discussion
 - Start/Stop/Continue for written feedback
 - o Latinx Students – Support, Engagement, and Completion Webinar - November 6, 12:00 to 1:30 (location tbd) – everyone is invited to attend, please RSVP to Carolyn Vigil
 - ESCALA training is ongoing for faculty
 - o Strategic Planning (initial meeting is being scheduled)
 - 15-2 Governance Document “The Strategic Planning Committee is organized to formulate institutional strategies and long-range plans for the institution. The agendas of future meetings, minutes of previous meetings and any special reports are to be distributed campus-wide via e-mail.”

- Strategic Planning Committee members: President (ex-officio) Dr. Shawn Powell; Vice President for Academic Affairs Dr. Ken Maguire; Vice President for Business Affairs (Chair) Karen Franklin; Vice President for Student Affairs Mike Martinez; Executive Director of Human Resources Rebecca Schneider; Executive Director of College Development Donna Oracion; Faculty representatives (2) Eric Gomez; Professional Staff representatives (2) Frances Dubiel; Support Staff representatives (2) Brianna Bitner; At Will representatives (2); Institutional Research Todd DeKay; Community representative - appointed by the President Karen Franklin will set an initial meeting and invite attendees
- Future planning
 - 2018-19
 - Strategic Planning – start October 2018 and complete July 2019
 - Campus Master Planning - start Fall 2018 and complete December 2019
 - 2019-20
 - Data Governance – formally start August 2019 – (initial discussion fall 2018 with HEDW conference attendance in April 2019)
 - HLC Focused Site Visit date tbd
 - Strategic Enrollment Planning – start Aug 2019 and complete by Dec 2020
 - 2020-2021
 - HLC Focused Site visit date tbd
- Other topics
 - Clark Elswick
 - Passed major milestone to get Cosomolink set up to move forward, next week should see emails for switchover, simplify email addresses, allow charge for printing, new sharepoint server
 - No large visible impact, but will allow projects to move forward
 - Cosmolink URL will change
 - Communication – IT department can share communication with campus when details are ready to be shared
 - Roswell-enmu.edu - email
 - Dr. Powell
 - Architect – discussions for new physical plant building and renovated auto/welding building with a possible shared heating/cooling plant are ongoing
 - Annual Conferences (this is an initial listing of various national organizations and their conferences; a goal is to develop a single list of all the professional organizations with institution or individual memberships on our campus)
 - HACU Atlanta, GA, October 6-8 2018
 - League of Innovation New York City, February 24-27, 2019
 - AACC Orlando, FL April 13-16, 2019
 - HEDW, Ann Arbor, MI, April 14-17, 2019
 - NISOD Austin, TX May 25-28, 2019
 - ACT Enrollment Dallas, TX, July 15-17
 - Data Governance – Handout
 - EdReady.org (<https://edready.org/home>)
 - Online service offered for free, founders formerly with Microsoft, one split off to establish the Kahn Academy, funded by Gates Foundation

- Can be used to assist improve mathematics and English abilities
 - Take pretest, identify strengths and weaknesses
 - If a campus decides to be involved the cost is \$1 per FTE/year, any student or applicant can use it, allows for tracking and a personalized site
- Donna Oracion
 - Constitution Day September 17 – Required to observe/celebrate the day
 - Note: Thanks to Dina Jenks, Romo Villegas, Russell Baker, and Todd DeKay for organizing our recognition activity
- Mike Martinez
 - College Fairs – at the high schools opportunity for inquiry cards to be filled out
 - Schedule for each high school Angie and Veronica serving in the roll of recruiter
 - Security Department Priority List
 - Mandatory Preventative Fire Inspection September 17-21 (in house inspection)
 - State Fire Marshal Compliance Inspection October 9-12
 - Lt. Gore from Portales Security will be here to assist with Clery Act Reporting
 - NM Department of Health - PREPaRE
 - Safety Planning Event September 19, 20, and 21; NMMI Daniels Center
 - Host Webinar Latinx Students: Support, Engagement, and Completion; November 6 12:00 to 1:30; Carolyn Vigil and Rudy Rankin are coordinating, campus wide invitations to be sent out
- Karen Franklin
 - Audit exit conference date – October 4 – Portales 9:30 am
- Anna Chavez (open full time positions)
 - Director of Clinical Education – Respiratory Therapy –open until filled
 - Director of Instruction/Aviation Flight Program – Open until filled
 - Executive Admin Assistant – Open Until Filled
 - Admin 5 Health Education – Closes Friday
 - Program Specialist – Closes 9-21
 - Special Services Tutor – Closes 9-21
 - Technician II – Completed Interviews, hire memo should be going on
- Dr. Ken Maguire
 - Instruction One System Committee – 9-11-18
 - Established sub committees identifying forward movement
 - New program opportunities/program alignment
 - OTA Bachelors
 - Mapping programs to have better performance
 - Teacher Education
 - Coordinating curriculum process
 - Revising policies around instruction
 - Student access to system resources
 - Access to golden library
 - Updating programs Curriculum realignment due to
 - Credit-to-Contact changes
 - General Education changes
 - New award definitions