

NMSU-Grants Advisory Board
‘DRAFT’ Minutes of Meeting of Thursday, April 10, 2008

PRESENT:

NMSU-Grants Advisory Board Members:

Members Present: Dion Sandoval, Chair, Mark Thompson, Vice-President, Sharon MacKendrick and Earl Chavez. Member William Estevan was absent.

Guests: Gloria Chavez, Grants/Cibola Schools Associate Superintendent.

NMSU-Grants Staff:

Felicia Casados, Campus President; Dr. Harry Sheski, Campus Academic Officer; Ida Chavez, Campus Finance Officer; Dan Christmann, Facilities Supervisor, Joshua Sanchez, NMSU-Grants ASG Representative, Beth Armstead, Interim Campus Student Services Officer, and Joanna Torrez, Administrative Assistant.

1. Call to Order

Meeting was called to order by President Dion Sandoval at 6:04 p.m.

2. Approval of Minutes

Minutes of last formal meeting of January 10, 2008 were reviewed. Motion to approve by Sharon MacKendrick and seconded by Mark Thompson.

3. Introduction and Welcome – Felicia Casados, Campus President.

4. NMSU-Grants Accreditation Overview/Process – Felicia Casados, Campus President.

Felicia Casados, President once again discussed the NMSU accreditation process and the role the Advisory Board will play when meeting with the Higher Learning Commission’s site reviewer. The date of our accreditation will be Tuesday, April 29, 2008. A ‘final’ schedule was handed out with the agenda for that day. She explained that the College’s web-site has an ‘Accreditation’ Page with a link to an online ‘Resource Room’ which has many of the College’s documents relevant to accreditation posted for review (many of which are in the Board’s packet). There will also be a physical ‘Resource Room’ set up on April 29, located in the classroom in our NMSU Library which will provide hard copies of ‘evidence’ related to the five Criterion that the Higher Learning Commission (HLC) reviews us an institution by. This Resource Room will provide the HLC site reviewer ‘evidence’ of documents of the five accreditation criterion. Our site reviewer will also have time within the Resource Room to have some quiet time to himself to take notes and work on a laptop.

The Advisory Board is scheduled to meet with the HLC reviewer at 11:30 a.m. in President Casados office on that day. She is not aware of any set questions that they will be asked. The Advisory Board is also invited to participate with the HLC site review in a community luncheon that begins at 12 noon, following their session in Rm 03. No NMSU-Grants management staff will participate in this community luncheon. Advisory Board members are also welcome to attend the open reception at 9:00 a.m. in the Cybercafé at NMSU Grants.

5. Action Item-NMSU Grants Budget

Ida Chavez, Campus Finance Officer gave a summary overview of the proposed NMSU-Grants operating budget for 2008-09. Ms. Chavez requested Advisory Board approval of this NMSU Grants 2008-09 Operating Budget in the amount of \$7,274,933. A copy of the full budget was provided to each Board member prior to the meeting in a separate notebook. Board members asked questions that were responded to by Ms. Chavez. The motion to approve was presented by Mark Thompson and seconded by Earl Chavez. As a part-time faculty of NMSU-Grants and faculty emeritus of NMSU-Grants, Sharon MacKendrick excused herself from the vote to avoid any conflict of interest. The motion approving the 2008-09 budget as presented by CFO Ida Chavez was passed.

6. NMSU-Grants Information Updates

- a. Joshua Sanchez, NMSU-Grants Associated Student Government President (ASG) said that his term as ASG President is over and a new ASG President will attend Advisory Board meetings in the future. He thanked everyone for allowing him to attend and stated that he has learned a lot about NMSU-Grants and its processes. He then announced the remaining ASG activities for the semester.
- b. Dr. Harry Sheski discussed the Junior Officer Law Enforcement Training, JOLT, which took place over Spring Break. This training was offered to high school students interested in law enforcement training as a Dual Enrollment course which gave the students who completed the training a 3 college credits and ½ credit towards high school graduation. Dr. Sheski stated that we are right on track with Dual Enrollment.

Also discussed by Dr. Sheski was the Bachelor of Nursing (BSN) cohort. The first cohort of four (4) NMSU-Grants BSN students will complete the second of four semesters of the program this spring 2008 semester. A second cohort of eight (8) BSN students was recently announced to begin the first of their four semester BSN Program in Fall 2008. A total of 13 students applied to the BSN Program, 3 were disqualified because they did not meet the 3.0 grade point average (GPA) requirement and two are 'alternates'. Only eight (8) are allowed per cohort because of Nursing licensure standards for clinical.

CAO Sheski also gave updates on the open faculty positions; three (3), a full-time Criminal Justice, a ½ time Social Sciences and a ½ Computer Science faculty position. All committees have met and are preparing to interview candidates in the upcoming week(s).

- c. Felicia Casados discussed the hope that the current C.N.A. program will become the feeder into the BSN with a hoped for focus on 'dual enrollment' students.

She explained that we have two staff positions currently open, Systems Technologist and Campus Student Services Officer (CSSO). The Systems Technologist has been advertised and we are accepting applications. Ms. Casados introduced Beth Armstead, Student Services Advisory who has been named as the Interim CSSO until the position is filled.

Graduation will be held in the North Campus of Grants High School on Friday, May 9 at 6 p.m. Ms. Casados reminded the Advisory Board that they are welcome to participate in the Graduation ceremony and chairs will be set on the stage for them. She announced that this year's commencement speaker will be Ed Corley, Sr., owner of the Corley Auto Group and a resident of Milan, NM. This year's 'Friend of the College' has not yet been selected and will be done during the monthly Campus Council meeting on Monday, April 21.

President Casados would like to have a planning session with the Advisory Board in the summer specifically to discuss Dual Enrollment and career pathways programs. She will set a date with Chair Dion Sandoval.

- d. Dan Christmann, Facilities Supervisor provided the Advisory Board with an update on the facilities renovations, i.e. the Roosevelt Bank building we purchased/renovated is complete and our Small Business Development Center moved into the building recently. Fidel is waiting for delivery of the elevator and McClure is almost complete. A walk through of McClure will occur after the board meeting convenes.

Mr. Christmann also provided an update on the Department of Transportation grant that he applied for totaling \$170,000.00. If received we plan to use it for paving of the parking lot, drainage, and the addition of a sidewalk. DOT should be notifying him within the month of total allocation that will be approved.

- e. Felicia Casados thanked everyone in attendance and invited the Advisory Board to tour McClure Hall.

6. Meeting Adjourned at 7:20 p.m.