

NORTHERN New Mexico College



Co-curricular Committee Meeting
IR Conference Room
Agenda & Minutes
1/18/17

Present at meeting:

Dept./Program	Name
Library Director	Amy Ortiz
Student Life and Recreation Coordinator	Richard Sedillo
Interim Dean of Student Services	Unable to attend - Frank Orona
Director of Equity and Diversity	Dr. Patricia Trujillo
Athletics	Unable to attend - Pete Hite
Office of Institutional Research	Tamara Trujillo
Student Success Director	Lisa Wilson
Security and Facilities	Hope Vigil

We invited: Gerald Wheeler, Jessica Holguin, Evette Abeyta, Andy Romero via email.

- I. Check in with Departments (Who has submitted plans, who has implemented assessments)**
 - a. Hope Vigil - assessing flyers
 - b. Lisa Wilson - 3 different ideas: New Student Orientation, Piloting intense modeling for advising, Early Alert

- II. Plan for Summer Retreat (July/August 2018-mid or late)**
 - a.) Budget for pizza and salad.
 - b.) Committee brings snacks.
 - c.) LANL Foundation - Heritage Center
 - d.) Logistics: Date, Time Frame etc.

III. NMHEAR Conference Presenters regarding Co-curricular - 2/22-23/18

a.) Amy Ortiz, Dr. Patricia Trujillo, Tobe Bott-Lyons, Tamara Trujillo

III. Logistics for future meetings:

Day: Every third Thursday of each month

Time: 3:30-4:30 pm

Place: Intuitional Research Conference Room

Remember next couple of meetings:

Dean of Students

Direct Reports

Who has/ has not submitted a co-curricular assessment plan as of 11/9/2017:

Accessibility Resources Center	Yes
Admissions and Recruitment	Yes
Financial Aid	Yes
Registrar	No
Student Life	Yes
Veterans Resource Center	No

*Registrar would like to assess graduation. Amy and I will develop no more than 5 questions to email to students after graduation to gather feedback on how to make graduation better.

Provost

Direct Reports

Who has/ has not submitted a co-curricular assessment plan as of 12/7/2017:

Advisement- delayed as per Provost 11/9/17.	No
Biology, Chemistry, Environmental Science	Yes
College of Business	Yes
CAMP	Yes
College of Engineering	Yes
Fine Arts	Yes
Humanities & Social Sciences	Yes
Language & Letters	Yes
Library	Yes
Math & Physical Science	Yes
Math Center-talk to Dr. Torres.	No
College of Nursing	Yes
Writing Center	Yes

Vice President of Finance & Administration

Direct Reports

Who has/ has not submitted a co-curricular assessment plan as of 12/7/2017:

Athletics	No
Bookstore	No
Facilities/Security	No
Financial Services (Student Billing/ Cashier)	No
IT	No

President

Direct Reports

Who has/ has not submitted a co-curricular assessment plan as of 12/7/2017:

Equity and Diversity	No
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