

# NORTHERN New Mexico College



## Co-curricular Committee Meeting IR Conference Room Agenda & Minutes 4/19/18

Present at meeting:

Dept./Program	Name
Library Director	Amy Ortiz
Student Life and Recreation Coordinator	Richard Sedillo
Interim Dean of Student Services	Absent - Frank Orona
Director of Equity and Diversity	Dr. Patricia Trujillo
Athletics	No-one identified
Office of Institutional Research	Tamara Trujillo
Student Success Director	Lisa Wilson

### **I. Check in with Departments (Who has submitted plans, who has implemented assessments**

- a. Student Accounts and Cashier - Jessica Holguin is now collecting a student/parent survey beginning this week (April 16, 2018)
- b. Registrar - Gerald will be collecting the NNMC Graduation Student Survey now in May.

### **III. Plan for Summer Retreat**

1. Location Ideas: LANL Foundation, Northern NM Rio Grande Heritage Center, NNMC Espanola Campus
2. Date: Either the end of June or July
3. Time frame: All day
4. Food: Inexpensive

What did we do last year? What do we want to do this year?

**IV. Agenda**

What did we do last year?

\*Look at last years agenda.

**V. NMHEAR Conference presenters regarding Co-curricular Assessment - 2/22-23/18**

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

**VI. 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:**

Accessibility Resources Center	Yes
Admissions and Recruitment	Yes
Financial Aid	Yes
Registrar	No
Student Life	Yes
<b>Veterans Resource Center</b>	<b>No</b>

**Provost**

**Direct Reports**

**Who has/ has not submitted a co-curricular assessment plan:**

Advisement	Yes
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:**

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

**President**

**Direct Reports**

Equity and Diversity	Yes
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**\*Dr. Trujillo has developed a pre/post of the Women's Council.**