

NORTHERN New Mexico College



Co-curricular Committee Meeting
 IR Conference Room
 Agenda & Minutes
 5/30/18

Present at meeting:

Dept./Program	Name
Library Director	Amy Ortiz
Student Life and Recreation Coordinator	Richard Sedillo
Interim Dean of Student Services	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. Save the Date Announcement for Co-curricular Assessment Retreat
 - a. Amy Ortiz Created the Save the Date announcement, Thank You!
 - b. Send announcement to specific persons: 38 persons
- II SWAG
 - a. Patricia Trujillo allocated a budget for NNMC Student Life Insulated Water Bottles, Thank You Patricia!
 - b. Patricia created a Student Life Logo that will be imprinted on the water bottles.
- II. Purchase Requisitions to be submitted in July
 - a. Walmart - Breakfast
 - b. Domino's - Pizza
 - c. Patricia Trujillo allocated money for student co-presenter honorariums.
 - i. Francesa is interested
 - ii. Twila is interested

- iii. Amy Ortiz will follow up with Tim and Joy
- iv. Alternates: Christian Orona, Ariadne, Phil, Karla

III. Website

- a. Plans published
- b. Presently collecting reports; co-curricular@nnmc.edu
- c. Minutes will be published in early June.

IV. Agenda

- a. Review Draft Agenda
- b. Call for presenters

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	Yes
Student Life	Yes
Veterans Resource Center	No

Provost

Direct Reports

Who has/ has not submitted a co-curricular assessment plan as of 5/30:

Advisement	Yes
Biology, Chemistry, Environmental Science	Yes
College of Business	Yes
CAMP	Yes
College of Engineering	No
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)	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.**