

CET Administrative Council
Minutes
March 3, 2020 1:00 p.m., ED 156

Present: Penny Garcia, Kathie Good, Mary Kallus, Kari Lemke, Marshall Swafford, Kathleen Wagner

Approval of Minutes

- Dr. Kallus motioned to approved minutes for February 18, 2020; seconded by Dr. Wagner, 0 opposed, 0 abstentions

Deans Council

- Title V ends October 2020: efforts to be institutionalized
 - Mentoring component
 - UNIV 101 will be moved to Student Affairs under Dr. Long
 - Part-time position will be created to coordinate the mentoring/UNIV 101
 - \$40,000 of new reoccurring money
- Access Control
 - \$1,000,000 was asked from legislature to install, \$100,000 was received
 - Physical Plant will manage the system control
- Emergency Plan
 - Links are being sent via email
 - Remind faculty to have Blackboard shells for all courses along with uploaded syllabi
- NM Budget; Governor has until March 12, 2020 to sign
 - ENMU falls reasonably within the proposed formula
 - Approximately \$1.6 million in new money
 - ENMU will see a 1% decrease in tuition
 - Higher Ed averaged for 4% salary increase
 - State to give 75%
 - LMS \$150,000
 - New Counselor
 - No money for EET or Theater
 - EET will come from reserves
 - Equipment money given
 - KENW will get a new camera
- Searches in other colleges
 - CFA
 - 3 finalists for piano
 - Waiting to hear on theatre position
 - Library
 - Gene Bundy is retiring
 - Melveta Walker's position will post tomorrow
 - CLAS
 - Hired for Psychology
 - CDIS has 2 candidates coming in

- CET Dean position; committee meets tomorrow
- Capacity and caps for second eight-week courses
 - Dr. Garcia advised Chairs to look at the courses for low enrollment
- ER&R-Dr. Garcia submitted report on February 18, 2020
- Marketing Consultant-Ryan Roark worked on the report and Dr. Garcia can send it out to those who are interested

Moving Forward

- CET Searches
 - Agronomy position has been approved for posting
 - CTE-Dr. Swafford will work on the justification
 - Culinary Arts-search is up and running
 - HPE-both candidates that received offers turned down the job
 - AFSK Department Admin.-interviewing candidates on Thursday
 - C& Roswell-candidates scheduled to have campus visits
 - C&I RED-Wally Thompson will be retiring
 - COUN-the position has been reopened
 - EDAD-in the process of being posted
 - Master Teacher-position was approved for posting
 - Dr. Garcia proposed for the future to have a faculty search committee that would head up all hires for the semester; small discussion with no decision made
- UG Catalog
 - Dr. Swafford will send to Dr. Garcia via email
 - Dr. Wagner presented a change for history majors; HIST 305 will be required instead of HIST 306, this change will effect social studies minor
 - Ms. Lemke motioned to approve, seconded by Dr. Good, 5 in favor, 1 opposed
- LCDEC computers-Dr. Garcia has a meeting with Clark regarding the installation
- 2018-19 NMPED Completers data set is due March 31, 2020
 - Dr. Garcia advised to all to refer to the last spreadsheet and asked all to not alter the formatting of the report

Recruitment

- Isotopes Event planning is underway
- EDAD Facebook ad is running
- Alternative Licensure response to queries-discussion held on where such queries should be routed, meeting tomorrow at 1 in Dr. Garcia's office

Upcoming Dates/Events

- March 5-7, EdRising State Conference in Albuquerque
- March 21, ENMU Open House (formerly known as Junior Preview Day)
 - Dr. Wagner discussed the scavenger hunt and feels it will be too time consuming for the allotted time
 - All agree that they will split the group according to their area of study and will have someone from each area take them for a tour/activity in such building
- April 17, Career Fair
- April 18, Freshman Meet and Greet-table will either be in SAS or GSSC

As May Arise

- Dr. Good
 - Sodexo is cleaning out the Brewed Awakening area, the floors and walls will be fixed, should be done in a few weeks
 - Asked where we were at with the Los Lunas MOU
 - There is a capstone course error, Dr. Good will work with Melveta on the verbiage
- Kari Lemke would like to be added to the agenda for EPP

Meeting adjourned at 2:35 p.m.

Respectfully submitted by Malisa Molina, Senior Administrative Assitant