



College Update
February 22, 2016

Happy Monday!

This week, we are beginning a new recruiting effort entitled *Feature Fridays*. For eight weeks, we will be showcasing select programs to prospective students and interested community members on Friday. We are proud of our recruiters – Mike Sisneros, Hawken Hanna, and Mark Vandreason – and their fearless leader, Robert Martinez. This group has been meeting with Greg Boyce and Todd Cotton on a regular basis to brainstorm ways to better market the College and they have really come up with a brilliant idea. Thank you for supporting them!

Last week, Trinidad State posted a formal Request for Proposal (RFP) to the state procurement system. We are seeking a third party vendor to provide retail bookstore services for us. The goal is to offer multiple points of access for textbooks – virtual, electronic, rental, *and onsite* – and to continue selling branded merchandise, specific kits, office supplies, and of course, drinks and snacks. Thank you to everyone who participated in the committee meeting that guided the decision to post this RFP. We owe a debt of gratitude to Lorrie Velasquez and Rachael Doyle, who chaired the meeting, gathered background information, and wrote this RFP, and to Karen Power, who posted the final paperwork. We hope to identify a new vendor by May.

As we begin the budget process for the next fiscal year, we plan to gather input and feedback from individual departments across the institution. The Leadership Team has developed several templates and each member is distributing them throughout his or her area of responsibility. The first form is an excel spreadsheet with current general fund levels and sections for new one-time and ongoing expenditure requests. The second and third forms are word documents designed to record equipment requests and personnel needs, which will be gathered and prioritized. While we do not anticipate higher levels of revenue, we must begin documenting necessary future costs so we can plan accordingly. These materials are due in March, providing a rich basis for further conversation and final budget-building. Thank you for your assistance with this project.

Last week, System President McCallin, her Executive Staff and the College Presidents spent several days together at the Center for Creative Leadership. This was a follow-up session to reinforce our initial leadership training last July. The focus was on effective coaching and was based on Meyers-Briggs principles. It was *very* worthwhile.

As always, if you have questions, concerns or information to share, please let me know.

Hope you have a great week!

A handwritten signature in cursive script that reads 'Carmen M. Simone'.

Carmen M. Simone,
President