

**Administration and Finance
Weekly Activity Report
Week Ending: February 28, 2014**

- **Administration and Finance Website** – The website for Administration and Finance has been successfully migrated into NMSU Enterprise WordPress. The refreshed website which can be viewed at <http://af.nmsu.edu/> includes a new Administration and Finance forms page.
- **New Collections System** – Working in conjunction with the University Accounts Receivables Collections Department, ICT has implemented a new collections system. The system improves the efficiency of collections efforts by consolidating the different components of the collection process (correspondence, reporting, record keeping, etc.) into a “one-stop” shop.
- **Biology Annex Construction** – Facilities Maintenance, Building Maintenance Crew has completed the scheduled work in Biology Annex. The crew painted the hallways, classroom, restrooms, entryways, handrails, and the computer lab. They also replaced all damaged ceiling tiles, relamped light fixtures, replaced plumbing fixtures, and evaluated the flooring. The Custodial group performed restorative floor maintenance. Currently, they are scheduling a final walk through with Dr. Preszler, Dr. Brown, Dr. Holtzman and Amanda Luna.
- **Student Fee Review Board Recommendation** – ASNMSU President David Maestas met with President Carruthers, Angela Throneberry, Anna Price and Paula Pierson to present the Student Fee Review Board’s recommendation for FY15.
- **University Budget Committee** – University Budget Committee (UBC) met this week to consider a request to retain an I&G staff position and an ERR funding waiver request. In addition, the UBC received a legislative update and held preliminary discussions regarding the FY15 I&G budget.
- **RecycleMania** - RecycleMania is in its fourth week and we are sixth out of 460 schools in the paper recycling category! The NMSU DanceSport team did a flash mob linedance to bring attention to the importance of taking that extra step (pun intended) to get those recyclables into the bin and not the trash. They made their own recycled box costumes. Thanks to Hannah Cole and her students for discovering new ways to be Green Aggies.



- **Regents Budget Committee** – The Regents Budget committee met to discuss the outcome of the 2014 legislative session and discuss FY15 budget guidelines.
- **Golf Course Irrigation Project** – This project is approximately 50% complete with completion date estimated for early May 2014. The course remains open for play throughout this construction.
- **Corbett Center Student Union Construction Begins** – Wooten Construction crews kicked off the renovation of the student union this week. Updates will be made throughout the project regarding progress and availability of space
- **Moody's Rating Update Meeting** – President Carruthers, Provost Howard, VP Montoya, representatives from Administration and Finance, and Erik Harrigan, Director with RBC Capital Markets, held a conference call with Moody's as part of a bond rating update process.
- **NMSU's IT Compliance Officer to speak at governance conference** – Carlos Lobato has been invited to speak in the fall at the *Governance, Risk and Control Conference* held collaboratively by the Institute of Internal Auditors and ISACA. The topic of his presentation and one of the focuses of his work at NMSU is the critical need of IT compliance frameworks in organizations.
- **Education Services Construction** – Demolition is complete at the entrance at Education Services and new framing is underway. The photo to the right illustrates a rendering of the new space that is proposed.



NMSU Window Cleaning - Facilities and Services Custodial Manager is meeting with the ClearVue Inc to establish the schedule for performing the annual exterior window cleaning for NMSU. Recently, they were awarded a purchase order to clean the windows on 78 academic buildings. Art Lucero will be sending out the schedule after it is finalized.

- **Housing Evaluation Underway** –Brailsford & Dunlavey, Inc., a program management firm working with NMSU on the evaluation and possible development of a public-private partnership housing model, visited campus to meet with several key university stakeholders. The initial focus is to issue a RFP for the replacement of student family housing as well as single housing such as Monagle Hall and Greek/Affiliated housing.