



County College Review

New Mexico State University's Cooperative Extension Service

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AO 111 class is sponsored by affiliate

The AO 111 class *Tax roll corrections* will be covered by an Assessors' Affiliate scholarship for Assessors' Affiliate members, affiliate chair Val Anaya announced July 30. Members of the affiliate who have already been invoiced for the class will be contacted by County College to adjust registration.

Clerks withdraw from joint affiliate class

The joint AO/TO/CL 201 class *Rights and responsibilities of clerks treasurers and assessors* being offered on Tuesday afternoon during County College Week in Socorro will now only be AO/TO 201 *Rights and responsibilities of treasurers and assessors* as a July 30 meeting of the Clerk's Affiliate Curriculum Committee determined that it would be in the best interest of its members to handle its class separately. Clerks' Affiliate members who have signed up for the class can change their registration by emailing countycollege@nmsu.edu or they will be contacted by County College.

Support offered for homeland security students

Two homeland security classes covering nine hours of instruction are aimed at commissioners, managers, emergency managers and e-911 personnel during County College Week in Socorro. Support is offered to these groups in the form of free classes, travel and per diem on a reimbursement basis. Those with questions can contact Terry Canup at: tcanup@nmsu.edu The sponsors would particularly like to see coordinated teams attend from each county.

Unnumbered classes designated as substitutes for CPM classes

Classes offered prior to introduction of the CPM curriculum in County College were recently assessed by Academic Director Dr. Diane Prindeville to ascertain if they were suitable substitutes for CPM classes. Classes under 24 names were determined to be suitable substitutes for 17 CPM classes. Student transcripts will be adjusted to reflect completion of equivalents. Students who have taken these classes should review their transcripts to determine what classes they still need to complete certifications.

Some unnumbered classes not included below are still under review. Classes not designated as substitution classes can still be used as electives toward the CPO designation. Individual appeals to substitute other classes for CPM classes are still open by contacting Dr. Diane Prindeville at: dmprinde@nmsu.edu If you have other questions, contact Terry Canup at: tcanup@nmsu.edu

Below, CPM class numbers are followed by unnumbered classes considered suitable

substitutes.

CPM 121 – Professional Ethics (10/6/06) Ethics (10/11/06), Business Ethics (6/20/06)

CPM 122 -- Leadership (9/22/05) or Monday Morning Leadership (6/20/06) (6/1/07)

CPM 124 – Grant-writing I (6/17/08)

Beginning Grant- writing,

Grant research and Writing I

Grant research and writing ABCs (2/8/06)

CPM 224 – Grant-writing Part II

CPM 225 – Leadership Development

CPM 131 – Employment Law (10/18/07)

CPM 135 -- Effective hiring strategies (6/19/08)

CPM 137 -- Progressive (Documenting) discipline (6/17/08)

CPM 138 – Conflict Management (7/26/06) (6/1/07) Dealing with difficult people (6/06)

CPM 144 -- Risk Management (3/20/07) (4/25/05) (1/06)

CPM 157 -- Customer relations/customer service (3/07)

CPM 158 – Media Relations (7/26/06)

CPM 163 – Intermediate Word

CPM 164 – Beginning Excel

CPM 165 – Advanced Excel, Intermediate Excel

CPM 166 – Access (4/25/05) (9/8/06)

CPM 168 – Beginning PowerPoint

New system will allow students to access records directly

County College is developing a new records management system that will automatically fill all County College certification checklists and be accessible in a read-only format so County College students can see their own academic progress toward certification. The new system will be Web-based and should be functional in the spring.

Registration open for September County College Week

The link for registration for County College Week in Socorro, Set. 14-18, is at the top of our County College Web site at: <http://aces.nmsu.edu/ces/countycollege/>

Register now! If you have any questions about your progress toward certification or what classes you need, contact Terry Canup at tcanup@nmsu.edu

Hotel blocks saved for County College in Socorro

Identify with “County College” to receive our discounted rates and access our sleeping room blocks. Reserve your room directly with the hotel. Reservations are accepted on a first-come, first-served basis until the cut-off date or until the block is full. The cut-off date for sleeping room reservations is September 1st. After the cut-off date of September 1st reservations will be accepted and rates honored at the discretion of the hotel according to their room and rate availability. Hotels holding blocks of rooms for County College are listed alphabetically with their pre-tax rates for County College:

Best Western Socorro Hotel & Suites

1100 N. California Street

575-838-0556

\$75

Comfort Inn

1060 East Highway 180

575-838-4400

\$70

EconoLodge

713 California Street NW

575-835-1500

\$70

Super 8

1121 Frontage Road NW

575-835-4626

\$50

County College Week Schedule (Socorro– Sept. 14 to 18)

Monday, Sept. 14

Session # 1 – 1:30 to 4:30 p.m.

CPM 122: Congratulations, you're a leader

CPM 141: Public finance (Prerequisite for CPM 241)

Session # 2 – 5:30 to 8:30 p.m.

CPM 144: Risk management

Tuesday, Sept. 15

Session # 3 – 9 a.m. to noon

CPM 124: Grant-writing I (Prerequisite for CPM 224)

CPM 157: Creating a service-oriented culture

Session # 4 – 1:30 to 4:30 p.m.

CPM 138: Conflict resolution among employees

CPM 143: Purchasing and procurement

CPM 224: Grant-writing II (Prerequisite CPM 124)

AO/TO/ 201: Rights and responsibilities of treasurers and assessors

Session # 5 – 5:30 to 8:30 p.m.

CPM 142: Ethics and managing public funds

Wednesday, Sept. 16

Session # 6 – 9 a.m. to noon

HS 111: Preparing communities for agroterrorism

CPM 125: Developing a professional workplace

CPM 241: Budgeting I (Prerequisite CPM 141) (Prerequisite for CPM 242)

AO 116: Administering special tax districts

Session # 7 – 1:30 to 4:30 p.m.

HS 111: Preparing communities for agroterrorism (continued)

CPM 242: Budgeting II (Prerequisite 241)

CPM 123: Managing organizational change

Session # 8 – 5:30 to 8:30 p.m.

CPM 159: Parliamentary procedure

CPM 264: GIS for non-GIS users

Thursday, Sept. 17

Session # 9 – 9a.m. to noon

HS 109: Disaster preparedness

CPM 114: Public policy-making process (Prerequisite for CPM 213)

Session # 10 – 1:30 to 4:30 p.m.

CPM 145: Investing and growing public funds

CPM 154: Effective meetings by design

AO 111: Tax roll corrections

Friday, Sept. 18

Session # 11 -- 9 a.m. to noon

CPM 156: Improving writing skills

CPM 222: Project management (Prerequisite CPM 123)

CPM 146: Creating public wealth

CPM 213: Policy development (Prerequisite CPM 114)

Green -- affiliate classes Blue – Homeland security sponsored class Black--- CPM class

Payment and registration options make it easy for Sept. in Socorro

Registration for both affiliate and CPM classes will be handled on the on-line County College registration site for the September County College Week in Socorro, Sept. 14-18. The registration will open in July. Payment options will include individual CPM class payments for \$75 each; *County College Week Pass* for up to 11 classes for \$450; and a *County College Half-week Pass* for up to six classes for \$300. Both Week and Half-week passes can cover both CPM and affiliate classes. Those who choose to take only affiliate classes can directly pay their affiliate \$50 per affiliate class. For those taking full advantage of the *County College Week Pass*, classes are less than \$41 each. Similarly, those taking full advantage of the *County College Half-week Pass* pay \$50 per class. In addition, Homeland Security classes are fully sponsored by a grant through the New Mexico Department of Homeland Security and Emergency Management.

County College will calculate your requested schedule to give you the best value under the programs above.