

2026 Application Packet

# AGGIE LEADERSHIP TRAINING ACADEMY



Center for Learning and  
Professional Development

**NM**  
**STATE**



## What is the Aggie Leadership Training Academy?

The Aggie Leadership Training Academy (ALTA) is an annual leadership development program for NMSU employees with outstanding leadership potential. The goal of the program is to prepare aspiring leaders for career advancement opportunities within the NMSU system – in accordance with NMSU’s succession planning initiative – as well as to contribute to a productive and professional work environment for all NMSU employees. Although participation does not guarantee promotion or selection for vacant leadership positions, the program facilitates the development of research-supported competencies that directly contribute to effective leadership of self and others. Because leadership potential is not determined by title or position, ALTA is open to all NMSU employees invested in maximizing their potential.

Those admitted to the program commit to a yearlong journey of professional development, consisting of monthly full-day learning sessions and independent activities in between. The Center for Learning and Professional Development – as an extension of Human Resource Services – administers the ALTA program.

## Program Learning Outcomes

By participating and completing all of the 2026 ALTA program requirements, participants will...

- Identify and assess their application of [The Five Practices of Exemplary Leadership®](#) based on the research and model defined by Jim Kouzes and Barry Posner:
  - o **Model** the Way
  - o **Inspire** a Shared Vision
  - o **Challenge** the Process
  - o **Enable** Others to Act
  - o **Encourage** the Heart
- Develop competencies to support the application of The Five Practices® by progressing through fundamental topics and themes presented in the curriculum, including – but not limited to – the following:
  - o Exploring personal and professional values
  - o Acknowledging and working across differences
  - o Developing and practicing emotional intelligence
  - o Overcoming communication pitfalls and challenges



- Establishing effective performance standards and coaching opportunities
- Fostering cultures of appreciation in the workplace
- Enhance individual leadership potential within current and future roles at NMSU
- Develop professional relationships and collaboration opportunities by networking with colleagues and NMSU leaders

## Program Schedule and Logistics

The 2026 ALTA program consists of nine full-day sessions taking place from Mar – Nov and culminating in a formal graduation ceremony. All session dates are scheduled on Fridays with approximately 4-5 weeks between sessions.

- **2026 Session Dates:** 3/27, 4/24, 5/29, 6/26, 7/24, 8/28, 9/25, 10/23, 11/13
- **2026 Graduation Ceremony:** 11/20 (half-day formal event)

**Location:** All sessions are held in-person at a specified location on the NMSU Las Cruces campus (there are no virtual attendance options).

**Time:** Each session runs from 8:30 am – 4:30 pm, with a 1-hour break for lunch from 12:00 – 1:00 pm.

## Program Requirements and Expectations

As a prospective candidate for the 2026 ALTA program, please read through all of the subsequent sections closely before proceeding. It is your responsibility to ensure you understand all of the requirements and expectations of the program before submitting an application or requesting a recommendation from your supervisor.

## Application and Recommendation Submissions

You may access and complete the application online by selecting the link at the end of this document.

- **The application submission deadline is March 1, 2026 by 11:59 pm.**

In addition to submitting an individual application, you must solicit a recommendation from your direct supervisor.

- Your application will not be considered eligible without a recommendation from your direct supervisor, which also acts as an approval to participate in the program.



- You are encouraged to **request a recommendation from your supervisor as soon as you decide to begin the application to allow sufficient time to complete the form before the submission deadline.**
- You are responsible for providing the link to access the recommendation form to your supervisor (included at the end of this document) and ensuring the form is submitted before the deadline.
- **The recommendation submission deadline is March 1, 2026 by 11:59 pm.**

## Attendance Expectations

ALTA is fundamentally an in-person, live engagement experience driven by the active participation of all members of the cohort during each monthly session. There is no equivalent asynchronous component to make-up for absences, so missing sessions has an adverse impact on your learning experience and that of your fellow cohort members. **As a prospective applicant, you must review the expectations below before beginning your application to the program.**

Given the 2026 program dates outlined in the previous section, the following is expected of all cohort members:

- Full-day attendance is mandatory for Session 1 (3/27) and Session 9 (11/13)
- Participants must prioritize attending all session dates, but we understand there will be unforeseen professional and personal conflicts that may occur throughout the year; accordingly, participants will be allowed the following:
  - For Sessions 2 – 8 (Apr – Oct), up to **two (2) half-day absences on separate session dates** or **one (1) full-day absence on a single session date** will be allowed.
  - Exceeding these respective thresholds may be grounds for dismissal from the program, pending a review of the circumstances and at the discretion of the program coordinators.
  - A **half-day absence is equivalent to 3.5 hours** absent from the morning, afternoon, or total portion of any given session date.
  - Any session time missed that is less than 3.5 hours (e.g., arriving an hour late or leaving an hour early) may not count as an absence, pending a review of the circumstances and at the discretion of the program coordinators.
- Absences are intended for **unforeseen** professional or personal conflicts.



- **If you already have a non-negotiable conflict that will require missing any of the session dates (e.g., a scheduled trip or event), you should not to apply to the 2026 ALTA program.**
- Outside of sudden emergencies and extenuative circumstances, participants must inform the program coordinators of an upcoming absence well in advance, whenever possible.
- In the event of an absence...
  - Participants may receive supplemental tasks and resources to make-up for missed sessions, but it is the responsibility of the individual to request these options from the program coordinators.
  - Participants are responsible for ensuring they remain in good standing and on-track to complete all program requirements that may have been missed before the end of the program.

Before submitting your application, you will be asked to acknowledge that you reviewed and agree to abide by the attendance expectations outlined above. This includes an acknowledgement that you have no existing conflicts with any of session dates at this time and that – barring unforeseen emergencies and extenuating circumstances – you expect to attend all of the session dates.

## Participation and Program Completion Requirements

ALTA is a learner-driven, cohort-modeled program, whereby the learning experience is dependent on the active participation of all members. In addition to prioritizing attendance (as outlined in the previous section), participants are expected adhere to the following expectations to maximize the learning outcomes for themselves and their fellow cohort members:

- Arrive to each session on time and ready to engage in the full agenda of activities.
- Eliminate distractions that draw attention away from the live session activities.
- Engage fully in activities that require collaboration with other members of the cohort (i.e., working in pairs, small groups, and whole group formats).
- Treat all members of the cohort and program coordinators with respect.
- Complete all required activities and assignments given throughout the program – including those assigned between sessions throughout the year – by the specified deadlines.
- Complete a final capstone presentation during the final session of the program (11/13).
- Attend a formal graduation ceremony as the culmination of the program (11/20).



## Fees and Materials

The ALTA program is delivered free of charge to participants. All requisite learning materials are provided by the program coordinators, which includes a curriculum text, online assessments, handouts provided during sessions, etc.

Although the program is delivered as an in-person experience, **technology will be required on occasion to engage in some learning activities and complete assignments.** Not every session, however, will incorporate tech.

**Participants will be informed when an upcoming session requires the use of a personal laptop or online-capable smart device – such as a phone or tablet – so they can plan ahead.**

The program coordinators are not able to provide technology rental options for all participants. However, prospective applicants should not be deterred if they do not currently possess a university-issued laptop or similar device. The program coordinators will support participants who may need assistance or accommodations to access the requisite technology.

## Candidate Selection Criteria

The primary requirement for the 2026 ALTA program is that **both the individual application and supervisor recommendation forms are submitted before the deadline.** This program will receive more applicants than the total that will be accepted into the cohort; thus, late or incomplete submissions will not be considered.

Additionally, **applicants must have a minimum of 12 months of consecutive employment in their current positions with a satisfactory performance evaluation.**

After a careful screening of the applications and corresponding recommendations submitted for each candidate, the program coordinators will identify the total pool of eligible applicants. If this total exceeds the number that can be accepted into the program, a lottery system will be used to narrow down the final cohort.

All applicants will be informed of their status (i.e., accepted, not accepted) within 3-5 business days after the submission deadline.

## Application and Recommendation Form Links

As a reminder, please ensure you have read through and understand all of the information provided in this packet before you proceed with the application process. You may refer back to



this information at any time as you complete the application, and you may provide this packet to your supervisor at your discretion.

**[2026 ALTA Application link](#)**

- **Submission deadline: March 1, 2026 by 11:59 pm**

**[2026 ALTA Applicant Recommendation \(Supervisor Form\)](#)**

- **Submission deadline: March 1, 2026 by 11:59 pm**

## Questions?

Should you have any questions or concerns prior to starting or while completing your application, please email [trainingcentral@nmsu.edu](mailto:trainingcentral@nmsu.edu) to get in contact with the ALTA Program Coordinators.