

Administrative Council Meeting
 Tues., May 7, 2019
 8:30 am; President's Office

Present: Dr. Ken Van Winkle, Dr. Mark Cal, Tony Salinas, Anne Ricksecker, Tanya Allred (via phone),
 Mary Fechner (Recording Secretary)
 Absent: None

Agenda Item	Discussion	Action/Disposition
Meeting Start Time	8:30 a.m.	
1) <u>Minutes</u> – Apr 23, 2019	A Ricksecker motioned to approve minutes as presented; T Salinas seconded. Motion carried.	Minutes approved.
2) <u>Old Business</u> – HAFB	<ul style="list-style-type: none"> • Katie Parks, HAFB advisor, on campus today; will be introduced to Drs. Van Winkle and Cal. Working on proposal re: marketing on base, and will report details of \$7,000 HAFB contract to Dr. Van Winkle. • Advertising in Break magazine will be discontinued. 	Informational items.
3) Other	<ul style="list-style-type: none"> • Dr. Van Winkle met with Tammie Reynolds from Burt Broadcasting; radio ads will be changed to reflect courses and NMSU Online. • Billboards and theater ad will be discontinued. 	Informational items.
4) <u>New Business</u> – Nursing	Dr. Van Winkle met with Secretary of Workforce Solutions Bill McCamley, Ricardo Rel and others. B McCamley received order from governor to fix nursing shortage; NM has 3800 open positions. Barriers include not enough clinical sites in rural areas, and requirement of Master's degree to teach nursing. B McCamley will form task force and send plan to governor by Aug. Suggestion was made to add B Ross to task force.	Informational item.
5) Welding	Dr. Van Winkle met with Mark Medlin via teleconference. Medlin Ramps will move into old WalMart building on Hwy 54. Company builds industrial-sized ramps. Will pay tuition for students to take welding course; then students will do apprenticeship at Medlin Ramps. Will send curriculum to Dr. Van Winkle, then meeting will be scheduled for M Medlin to meet with J Bussalacchi.	Informational item.
6) Alcohol	Discussed amount to charge clients to contract NMSU security officers when events at Tays include alcohol. T Salinas will contact NMSU for information, figure percentage, then send total to M Fechner for each agreement.	Informational item.
7) Other	Dr. Van Winkle received email from Chancellor re: key metrics from each campus, to be paralleled to NMSU's KPIs. Need to submit by this Thurs. Will use recruitment, retention, graduation and placement as 4-5 primary areas of interest, and will pull KPIs out of what our campus has already established. Chancellor also wants to know what each campus' enrollment will be by 2025. Suggestion was made re: retention and awards. Dr. Van Winkle will include that our campus will focus on retention and graduation.	Informational item.

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8) <u>Information Updates</u> – President	<ul style="list-style-type: none"> • Pre-graduation luncheon tomorrow, 11:30 am in deli. • Graduation this Friday, 6 pm in Tays. • M Perry working on food on campus, community kitchen, and educational opportunities. • President’s Office will order more NMSU-A shirts next week. • Dr. Van Winkle attended breakfasts for DACC presidential candidates. 	Informational items.
9) <u>Information Updates</u> – Academic Affairs	<ul style="list-style-type: none"> • Registration for NMSU-O has started. Issues include: <ul style="list-style-type: none"> ○ All enrollment goes to NMSU instead of appropriate campuses. Dr. Fant was going to discuss with S Bussman last week. ○ Process for 4 sections was supposed to be: first student who signs up for class goes into 1st section, next student who signs up for same class goes into 2nd section, etc. NMSU is allowing students to go into whatever section they choose. Dr. Van Winkle will discuss with Chancellor. • Will make award for 90+ phlebotomy students who have graduated. Dr. Cal will work with G Hillis to get names of students. 	Informational items.
10) <u>Information Updates</u> – Student Success	<ul style="list-style-type: none"> • Out of 123 students graduating, 52 will walk, including 6 dual credit students, 7 receiving certificates, and 2 receiving Bachelors. Twenty-four faculty will participate. • J Hurt moving into Student Services this week, will work 12 hours/week. • A Ricksecker will check with Genaro Brusuelas re: his future plans with his office in Student Services. • Marketing items will be moved into former counselor’s office in Student Center. • A Ricksecker attended interviews for NMSU Dean of Students. 	Informational items.
11) <u>Information Updates</u> – Business & Finance	Closing out year end.	Informational item.
12) <u>Information Updates</u> – Faculty Assembly	Discussed faculty concerns re: NMSU-O issues. QM course section one will not happen. Do not know how NMSU is choosing sections; not sure if they are getting help from advisors.	Informational item.
Meeting Adjourned	9:35 a.m.	