

## Administrative Council Meeting

Tues., January 15, 2019  
8:30 am; President's Office

Present: Dr. Ken Van Winkle, Dr. Mark Cal, Tony Salinas, Anne Ricksecker, Wayne McGowan, Mary Fechner (Recording Secretary)  
Absent: None

Agenda Item	Discussion	Action/Disposition
Meeting Start Time	8:30 a.m.	
1) <u>Minutes</u> – Nov 27, 2018	Dr. Cal 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"> <li>• Criminal justice ad in Break magazine this month; next month will be foreign languages. Posters in front of BX and gym. Advertising at Health and Wellness Fair, on .mil website, and on TV in Education Center. Printed schedules are outside of classrooms, and signs are posted in front of buildings. Information is included in bags for newcomers.</li> <li>• Can have free advertising if sponsor any events at HAFB.</li> <li>• Will have J Hurt include “no fees” on advertisements.</li> <li>• Math class rescheduled for 2<sup>nd</sup> 8 weeks due to no enrollment.</li> </ul>	Informational items.
3) Other	None.	Informational item.
4) <u>New Business</u> – Legislative Session	<ul style="list-style-type: none"> <li>• Dr. Van Winkle was on NMACC conference call yesterday. LFC looking at 2% new money and 2% redistribution. NMACC requesting 4% new money and 2% redistribution.</li> <li>• Student credit hours decreased 2.9%.</li> <li>• Government shutdown concern re: financial aid for students.</li> </ul>	Informational items.
5) <u>New Business</u> – Convocation	Encourage faculty, staff to attend Spring Convocation this Fri.	Informational item.
6) Other	None.	Informational item.
7) <u>Information Updates</u> – President	<ul style="list-style-type: none"> <li>• Dr. Van Winkle will attend Faculty Assembly meeting following convocation. Will discuss charter school, searches, budget from legislative session, hiring faculty/staff, compensation for faculty/staff from state, and compensation study for faculty and adjuncts.</li> <li>• Chamber State of Union Banquet this Sat at Tays.</li> <li>• Michelle Perry has been hired as Director of Continuing Ed.</li> </ul>	Informational items.
8) <u>Information Updates</u> – Academic Affairs	<ul style="list-style-type: none"> <li>• CS degree goes to Faculty Senate Jan 22.</li> <li>• Medical Assistant and CS degrees on agenda at Santa Fe for Mar 22.</li> <li>• Dr. Fant approved 3 faculty positions; not showing up in queue. Dr. Cal will check with B Garcia.</li> <li>• ENG 111 evening class has only 2 students; A Ricksecker will check with advisors.</li> </ul>	Informational items.

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	<ul style="list-style-type: none"> <li>• Redesigning website. Suggestion was made to have one page with resources for students, such as Aggie Pathway, financial aid, etc. Next website meeting will be held Feb 8.</li> </ul>	
9) <u>Information Updates</u> – Student Success	<ul style="list-style-type: none"> <li>• Since NMSU not going forward with Green Dot, A Ricksecker might hold another training under different title.</li> <li>• VPSS office will send letter re: Aggie Pathway to all students in programs that lead to Bachelor’s degree.</li> <li>• New radio station, KTMN, coming Feb 1. Since contracts have been signed with 3 other stations, will have J Hurt get information about KTMN and not advertise with them for now.</li> <li>• New admissions staff member resigned. A Ricksecker will discuss advertising position again with B Garcia.</li> </ul>	Informational items.
10) <u>Information Updates</u> – Business & Finance	<ul style="list-style-type: none"> <li>• T Salinas will schedule for administrators to meet with owner of Pizza Patio re: possibly installing module to electrical boards to cut costs.</li> <li>• Still no takers to run deli; T Salinas looking into having food truck on campus again.</li> </ul>	Informational items.
11) Faculty Assembly	Community College Round Up and classroom observation forms will be discussed at Faculty Assembly meeting on Fri.	Informational item.
Meeting Adjourned	9:20 a.m.	