

Administrative Council Meeting
 Tues., May 21, 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> – May 7, 2019	T Salinas motioned to approve minutes as presented; A Ricksecker seconded. Motion carried.	Minutes approved.
2) <u>Old Business</u> – HAFB	<ul style="list-style-type: none"> • Enrollment at HAFB increased slightly. • K Parks asking about math class; Dr. Cal waiting to hear from D Budak. • A Ricksecker received request from fire chief re: EMT course at HAFB this summer; can guarantee at least 10 students. Per B Ross, we cannot provide in summer due to no instructor, plus course must be 16 weeks. Question was asked if we could offer 16 weeks starting in summer, but we cannot cross terms. B Ross will need to find instructor for fall. ENMU Ruidoso offering EMT course in Alamogordo starting in summer. • Marketing has been approved; decreased from \$7,000 to \$2,500. 	Informational items.
3) Move	Architect will be here June 10 to discuss Business Office/HR move to old bookstore. Bids will go out in Feb; completion date scheduled for June 26, 2020. Business Office/HR will move in Aug or Sep 2020.	
4) Other	None.	Informational item.
5) <u>New Business</u> – Alamogordo High School	Dr. Van Winkle, A Ricksecker plan to meet with AHS faculty and students; will work on timeline and activities for early fall 2019, to recruit for fall 2020. T Allred stated 10 faculty would like to be included; will email all faculty and ask those who are interested to reply to her with a copy to A Ricksecker. AHS students will also be here on campus in fall, one grade level at a time. Suggestion was made in Administrative Joint Council last week to have mini college day, where students can meet with faculty and/or observe classes.	Informational item.
6) Other	Low attendance at faculty meetings. T Allred will encourage all faculty to attend.	Informational item.
7) <u>Information Updates</u> – President	<ul style="list-style-type: none"> • Dr. Van Winkle will attend AHS graduation this Friday; will recognize students who have completed their Associate degree. • Decrease in fall enrollment by 21%. 	Informational items.
8) <u>Information Updates</u> – Academic Affairs	<ul style="list-style-type: none"> • Classes start tomorrow; 11% decrease in summer enrollment. • NMSU-O was supposed to be linked to Canvas yesterday. 	Informational items.

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9) <u>Information Updates</u> – Student Success	<ul style="list-style-type: none"> • A Ricksecker attending Chaparral Middle School award ceremony tonight. • On Thurs, E Hernandez will attend Tularosa Middle School, A Ricksecker will attend HAFB Middle School, and Dr. Van Winkle will attend Mt View Middle School award ceremonies. • M Fechner will email Dr. Walker re: date for Academy del Sol graduation. • Bridge scholarships have been presented at Alamogordo and Tularosa high schools. • Decrease in dual credit students this summer; have asked E Hernandez to check enrollment numbers from last 2 summers. 	Informational items.
10) <u>Information Updates</u> – Business & Finance	No updates.	Informational item.
11) <u>Information Updates</u> – Faculty Assembly	No updates.	Informational item.
Meeting Adjourned	9:25 a.m.	