# Administrative Council
# November 4, 2026
# 1:30 pm
# Fireplace Room

## Meeting Notes

**Attendees:** David Castro, Joey Coburn, Chad Cole, Lindsay Fincher, Craig Leager, Eric Mann, Brad McFadin, Stephanie Miles, Linde Newman, Shawn Powell, Veronica Panebouef, Jacob Puckett, Destinee Salayandia, Martha Staab, and Edna Yokum

Upcoming events:
Veterans Day—November 11—Mike Winters will be the guest speaker
CCB meeting—November 11
Turkey Trot—November 21
Council of Governments Meeting, a legislative event—December 1
End of Year meeting—December 4 (meeting at 10:00 am and meal at 11:00 am)

The AI procedure is out for review. The plan is to have it in place by January 2027, but it will become effective for fall 2027. Faculty and staff training will be provided.

Outdoor exercise equipment should be placed next week in an area near the new gazebo.

The G.O. Bond passed statewide but was not supported locally.

**Area Reports**
Academic Affairs—program review will move to a four-year cycle. Eric Mann is the academic chair and Destinee Salayandia is the chair for service areas. Seven academic programs and four service areas are set for review in the 2026-2027 cycle. Dr. Leager moved his office to ITC 113. November 17 will be a One Eastern transfer pathways event in Portales. The HLC campus visit went well and helped clarify the process.

Professional Senate—nominations are in process for an open senate seat, and there will be a meeting next week.

Support Senate—nominations are being requested for senate seats.

School of Arts & Sciences—two offers have been extended for English positions. The Teacher's Education position is open. Capital outlay expenditures are being made; working through degree mapping issues; community news grant and the STEM innovation grant.

School of Technical Education—renovation progress; lost two faculty in aviation maintenance; welding space bids; advisors and graduation applications are being brought directly to the students for enrollment and graduation.

Faculty Senate—AI discussion with faculty; state faculty senate; committee recruitments and launch week preparation.

Security—open position in security; professional development; working with IT for the hazing addition in the Clery Act; fire inspections went well.

School of Health Sciences—workforce is preparing for a community cooking class, OSHA 30 class, and CDL has 12 students; health nursing students are in clinical rotations; unit meeting this Friday; PTA position to be open soon; simulation room preparations.

Student Affairs—four internal promotions, and now have two vacant positions; 146 students registered as of today; spring scholarships and recruiting efforts.

Human Resources—posting positions and extending offers; ALICE training.

Information Technology—kick-off meeting for wi-fi project; mapping analog phone lines, but no timeline for new phone system.

Marketing—registration; video content; project with recruiters; haunted happenings feedback.

Business Affairs—open physical plant positions, RFP evaluation group; greenhouse design received final authorization; BAR I going to CCB and BOR meetings; fees committee recommendations; ASC fire suppression should be complete by end of November; walkways on hold due to recent rains; working with Portales on new budget process; pencil budgets due January 1; food service advertising—oven hoods have to be replaced; LRC had leaks in ceiling; two boilers are non-functional; energy management system being mapped.