

**NORTHERN NEW MEXICO COLLEGE**

**BOARD OF REGENTS MEETING**

**MAY 22, 2014**

**I. CALL TO ORDER**

A regular meeting of the Board of Regents of Northern New Mexico College was held on Thursday, May 22, 2014 in the Boardroom of the Montoya Administration Building on the Espanola Campus. Regents present: Michael P. Branch, Rosario (Chayo) Garcia, Alfred Herrera, Kevin F. Powers and Michael Branch. Board President Rosario (Chayo) Garcia called the meeting to order at 1:18 p.m.

Northern New Mexico College staff present: Nancy “Rusty Barceló, President; Ricky Serna, VP for Institutional Advancement; Anthony Sena, Provost/Dean, College of Arts & Sciences; Bernie Padilla, Director of Human Resources; Brian Salter, Director, IT; Kathleen Sena, Registrar; Domingo Sanchez, Vice President for Finance and Administration; Alex Williams, Senior Financial Analyst; Ryan Cordova, Athletic Director and Men’s Basketball Coach; Andy Romero, Director of Facilities; John Waters, Director of Security; Brian Salter, IT Director; Stephanie Montoya, Staff Reporter; Maria Dolores Gonzales, El Rito Site Coordinator and Amy Pena, Recording Secretary. Others present; Sam LeDoux, Student Senate Representative; Representative from the Rio Grande Sun; Mike Frain, Radiologic Technology; Paul Cassidy; Peter Franklin, Mondrall Sperling Law Firm; Lionel Chacon, Student; Patricia Perea, Annette Rodriguez; Rumaldo Roybal, Vice President of Honor Society, Environmental Science Major; Dr. Ulises Ricoy, Assistant Professor, Biology; Dr. Mario Izaguirre-Sierra, Assistant Professor, Biology.

**II. APPROVAL OF AGENDA**

Regent Branch moved for approval of the Agenda as presented. Motion passed unanimously.

**III. INTRODUCTIONS**

**Introductions will take place at the next Board of Regents Meeting at the Espanola Campus.**

**Maria Dolores Gonzales, Director, El Rito Campus welcomed the Board of Regents to the Meeting in El Rito and presented activities taking place on the El Rito Campus for the summer months.**

**IV. APPROVAL OF MINUTES**

**Michael Branch moved for approval of the minutes as presented with changes.**

1. Page 5, paragraph 4 - Lead should be LEED Certification
2. Page 21, paragraph 4 - old valves should be old ballasts
3. Page 40, last paragraph, last sentence - instead of communicated it should read community

**Motion passed unanimously with changes.**

## **V. EXECUTIVE SESSION**

**Regent Herrera moved the Board of Regents enter into executive session pursuant to Sections 10-15-1(H)(2), 10-15-1(H)(7), and 10-15-1(H)(5) of the Open Meetings Act to discuss collective bargaining negotiation, personnel related disciplinary action and personnel related non-renewal and RIF.**

**The Motion passed unanimously. The Board of Regents entered into Executive Session at 12:45p.m and resumed the Board of Regents Meeting at 2:08p.m.**

## **VII. PUBLIC INPUT**

The first portion of the public input did not record as there was an error with the recording equipment.

Sam LeDoux, Student Senate Vice President Stated he would provide his public input during the Student Senate Report. Regent Garcia asked Mr. LeDoux when his term would end with Student Senate. Mr. LeDoux stated elections will be held in the fall semester.

Lionel Chacon, Student stated he is attending the Board of Regents Meeting to ask why his history teacher, who he had last semester, is not going to be rehired. He attended to tell each and every Board Member he has not learned as much as he has in History in last semester. He put this course off because he could not find a good teacher who was passionate enough to break it down. Mr. Chacon's biggest concern is this instructor made time to work with him to the extreme, to break the history down where he could have a better understanding of the material. This individual is an individual who takes pride in class material and took the time to explain everything to Mr. Chacon where he would understand. As a visually impaired individual, Mr. Chacon believes the College needs more of these instructors to help people with disabilities and not get rid of them. Mr. Chacon stated he knows without instructors that care so much about the students, stuff like this will hurt the community and the students. Mr. Chacon does not understand why the valuable tools and teachers are getting pulled away. Mr. Chacon has had many advocates in the three years he has been with the College, four or five instructors that have been his advocate, his tool and they are being pulled away from him. This is not fair; the students need teachers that have that passion.

Dr. Patricia Perea stated she is going to read an email she sent to the Board of Regents and she has not heard from the Board and she is assuming people have been busy or maybe it has been sent back. Dr. Perea received a few mail delivery failures. Dr. Perea stated it is important the Board of Regents know who she is and what her dedication is and why she fighting being non-renewed.

Dr. Perea stated she has been tenured track faculty at Northern New Mexico College for less than one year, she became tenure track in August, and she has loved it. The students are wonderful (two of her students were present (Samuel and Toby). Two of Dr. Perea's students sit as Student Board of Regents, Hardev Khalsa and Michelle Montes. Dr. Perea has had nothing but good experience with the students. Dr. Perea stated her colleagues are wonderful, JB is in attendance, Mike Frain is in attendance, Ulises, Mario and Annette are all great. Dr. Perea was very excited to be given the opportunity to work at a College that was on its way to transitioning into four year university.

As an undergraduate, Dr. Perea went to West Texas A&M University in Canyon, four hours east of Espanola. This school was very much like Northern, which is part of why Dr. Perea decided to come here. Dr. Perea got the chance from the time she was in Junior High to High School to when she got there to see it transition from a state college to a university and because of that she was so excited to be on the ground floor, she thought, of making Northern into a university. Dr. Perea would hear community members and colleagues saying they wanted it to go back to a community college. Dr. Perea never wanted that. Dr. Perea wanted it as a four year university and she was happy to see it happen here in Espanola.

Dr. Perea thought part of making a college a university was having Ph.D.'s and Dr. Perea heard people criticizing, don't bring Ph.D.'s, she heard people say that, she believes Ph.D.'s need to come here. Dr. Perea arrived, she was super excited, she took on the role of Faculty Senate Secretary, she was elected, she took that role seriously, did what she thought was best for students and faculty. That includes asking questions, voicing concerns and the whole time while she was nervous about what consequences it might have for her; she kept thinking what is her Ph.D. for, if not to voice the concerns of other people who do not have the legitimacy that a Ph.D. gives them. This what her grandparents taught her, that is what her mother and father taught her, that is what she was supposed to do. Dr. Perea stated she has had students; she has had custodians approach her to say they are grateful for giving a voice when they don't believe they have been heard.

After the last Board of Regents Meeting on April 26th, the Saturday Meeting, President Garcia asked Dr. Perea not leave the institution. She asked Dr. Perea to keep working with the students. Dr. Perea stated she would never leave, she doesn't want to leave, she cares deeply about the students. Dr. Perea has already mentored one, Crystal Roybal, who President Barceló acknowledged in her address on Saturday of them into graduate school. Dr. Perea has written several scholarship recommendations and at least five of the recommendations have been successful. The students got their necessary funding but as Dr. Perea is sure the Board of Regents all now know, after the Executive Session especially, Dr. Perea no longer has a choice.

On Tuesday, Dr. Perea received a letter informing her that her contract would not be renewed for the 2014-2015 Academic Year. Dr. Perea has not been given a reason, none, and Dr. Perea has the letter for the Board of Regents should they wish to see it, there is no reason. However, Dr. Perea has a question and asked it respectfully. Dr. Perea stated she respects every person at the table. Dr. Perea stated she could not possibly know their experiences, she doesn't know how they struggled. Dr. Perea respects their experiences and asked that they respect her qualifications. Dr. Perea stated that everyone has the best interest of the community in their hearts. She knows that. Dr. Perea stated the Board of Regents wants the school to turn into a four year university, she understands that but needs to ask an incredibly self-interested question. Why has Dr. Perea's contract not been renewed? Dr. Perea is a Ph.D.; Dr. Perea has New Mexican, Hispanic and Indigenous roots. Her focus is in Mexican American History and Culture. She has a book under contract regarding the experiences of Mexican Americans in Eastern New Mexico and West Texas. Dr. Perea stated this year she worked as a consultant for NBC News Latino discussing of New Mexican identity. It was on the front page of the website.

Dr. Perea stated she has an Ivy League background, she taught at Brown, was recruited to teach at Harvard but she chose to come here, to come back. Dr. Perea has taught over fifty different courses in her career which is more than almost anybody else on Faculty. Dr. Perea stated her student's evaluations for fifteen years at four different universities and community colleges, including Brown, UT Austin, Amarillo Community College, UNM and Northern are excellent, they are outstanding. Dr. Perea's evaluation from her Chair in April was outstanding. Dr. Perea stated she is dedicated to her work at Northern and to the service of the students because that is what we are here for. That is what her Ph.D. is for, to be a servant to Sam, Leo, to the students at the Board of Regents Meeting. Dr. Perea is only here to be a servant.

Dr. Perea stated she knows this has not been forgotten, she knows the Board of Regents are all about the students, they believe in them. What Dr. Perea is asking is to be allowed to continue on in the faculty position for which she was unanimously approved. Dr. Perea's job search committee hired her unanimously, she was recruited here. Dr. Perea did not think this was something she could do yet, but she was recruited here to come do this and it is what she wanted to do. In the original email Dr. Perea sent, she attached her Resume, CV and some of the selected syllabi for the Board's perusal. Dr. Perea stated she is happy to provide the Board of Regents with every evaluation, every syllabi, anything they might request, she has them all. The Board of Regents is and has always been welcomed to come see her teach. Dr. Perea invited President Barceló, Regent Branch, Dr. Barton; everyone is more than invited to come see her teach her classes.

Dr. Perea stated she is confident in her abilities, her skills as a teacher, mentor and scholar. Dr. Perea has students at Yale Law School, students getting into the Northwestern Program for Cultural Competency and Healthcare which is specifically for Latino transplant patients, students who are social workers in Nashville, students who are part of the White House Internship from 2014 that are on their way to 2015. Dr. Perea stated she worries about sounding arrogant but at this point as a working class Chicana, she has worked too hard for too long not to be able to tell the Board of Regents how good she is as a teacher.

### **VIII. STUDENT SENATE PRESIDENT REPORT**

Sam LeDoux, Student Senate Vice President stated this would be his final Student Senate Report. He has graduated and personally thanked President Barceló for mentioning him in her speech. Mr. LeDoux stated the Cultural Day went off without a hitch and everyone on Student Senate enjoyed it. The Graduation went off without a hitch as well and people really enjoyed it.

Mr. LeDoux stated he is addressing the Board of Regents about Mr. Serna's proposed policies regarding revisions of "Respectful Campus Revisions Policies." Mr. LeDoux stated he sent said revisions to the Foundation of Individual Rights in Education which is basically like the ACLU of higher education and had them evaluated for Freedom of Speech because when Mr. LeDoux first read the policies a lot of the policies seemed to concern him for lack of definition such as "offensive" and "abusive" which were not defined in the report. Mr. LeDoux had a return back from the Foundation of Individual Rights in Education and provided the copy to the Board of Regents (attached). Mr. LeDoux stated the Board of Regents received an email from Mr. Serna regarding these policies that some of the policies were based on some of the policies from UNM and UNM has been under the same scrutiny for similar policies and Mr. LeDoux provided those to the Board of Regents (attached). The organization itself is an organization of First Amendment Lawyers who look at public campus policies and if necessary they do file legal action against said campuses.

Mr. LeDoux stated he put this out there so the Board of Regents knows that some of these policies may be in violation of the First Amendment of the United States. When this comes up for a vote to the Board of Regents they will have that side of the story and Mr. LeDoux feels a lot of the terms and the Student Senate agrees with him as well, a lot of the terms are too loosely defined and they feel College campuses, it is inappropriate to limit speech and say you are going to take action in regards to speech. This is just inappropriate on college campuses. At college campuses we discuss a lot of controversial topics. Mr. LeDoux stated in this semester alone, he had a class where they discussed a lot of things that are very uncomfortable such as rape and incest and it is very important to have these discussions on campus and having things that may be offensive, any policy that may limit something as offensive could be damaging to discussing these very important social problems that we have in our society and colleges, especially if we want to become a research university one day, we have to be able to have the ability to talk about such controversial issues.

Mr. LeDoux stated he brought something up to Dr. Sena a couple of months ago and Student Senate is still concerned about it. The SERPA building does not have any handicapped access.

### **IX. FACULTY REPORT**

None.

### **X. STAFF REPORTS**

A. Provost and Vice President Report by Dr. Anthony Sena

1. Enrollment Management Report by Kathleen Sena

Kathleen Sena thanked the Board of Regents for attending Commencement. The College has received positive comments with regard to the entire week and the number of activities that occurred. The College was pleased with the student, faculty and community turnout.

Ms. Sena stated there are a number of activities which occurred over the last few months and are currently taking place. Most schools will be out of session by next Friday; therefore, Frank Orona and Tony Gallegos are spending quite a bit of time in the schools to make sure those students the College has admitted are acknowledged with Bridge Scholarships. The College has been to many senior student programs and the College is the only school who is participating and actually handing the students their certificates. Several other schools have sent a list that has been read by the Principal or the Counselor, stating that the students have received awards. This is a positive for the College so other students recognize there are funds, there are scholarships and there is opportunity available to them at the College.

The College was at Pojoaque High School for Senior Check-Out Day and the College had several students stop by the College's table indicating they have not figured out what they are doing. Jacob Pacheco, Kathleen Sena and Tony Gallegos encouraged the students to contact them for assistance.

Ms. Sena stated the College is working closely with dual credit. There has been some transition and some change in regards to the organizational setup for dual credit so the College is adapting. The Admissions Office team is helping out with those students coming on campus with applications or registrations in order to process the students.

Ms. Sena reported that at this point in time, the College is up by 77 applications overall from where the College was at this point last year. Ms. Sena is pleased to announce the first time freshmen are up by 130 applications. Because of the work that Tony Gallegos and Frank Orona have done in the schools and because the College has a good working relationship with the local area counselors, as soon as they confirm graduation for those students, they will get those transcripts to the College. This is one less piece the students have to take care of and the only thing needed to be completed is to get the students in for their testing. The College is moving forward and hopes this trend continues and those who have put in application can be admitted and matriculated.

Ms. Sena stated Academic Advising is working closely with Ms. Sena to develop ways to communicate with these students, to have first experiences with them, to touch base with them via email, phone call and visits. It is an all-out effort in enrollment management in order for the College to encourage the students to come and to participate in college life at Northern New Mexico College.

Regent Garcia stated she had a potential student go to the College to register for a Summer Course and she was told at the front for her to try next year. There were also three other friends with her who wanted to take full time classes at Northern. Regent Garcia stated these items need to be ironed out. Ms. Sena stated she is not sure what the total situation is and will look into it. Ms. Sena stated there were changes in the Math Program that were approved by the Faculty Senate Curriculum Committee to be implemented in the fall and Ms. Sena has been working with one student on a class which she needed to take based on the Compass. It is not a course being offered in the summer, it is a course that is offered in the fall. Ms. Sena stated she will take a look at the customer service on that side.

Ms. Sena stated the College is trying to meet numbers for the fall and based on the information received from Mr. Sena regarding a marketing plan, they will embrace it and move forward.

President Barceló asked Ms. Sena for numbers regarding dual credit students. Ms. Sena stated the numbers of applications are down. Frank Orona and Tony Gallegos have provided a lot of applications to students and the students are at the point they have to take the applications home (because they are under 18), get them signed and back to their counselor. The College will get a large push in the fall when students get back to school. Dr. Anthony Sena, Provost and Dean of Arts and Sciences stated there was an extensive discussion on this and to follow up on the dual credit summit, Dr.

Sena is trying to organize individual school coordination with Ms. Sena, Mr. Orona and Mr. Gallegos as to how to better deliver dual credit.

Dr. Sena stated the College sees opportunities for them to have more courses, especially in those areas that they don't have STEM Courses. Mr. Sena stated the College will have a meeting in a couple of weeks with McCurdy to have better coordination. This is the key to bring in the students at the right time. Ms. Sena stated the College has a good partnership with Penasco. The College is working with Mesa Vista who has ideas about the kinds of things they want to do this summer or next fall in bringing their students onto campus. There is a lot of talk and a lot of action going on; it is not necessarily showing up in the paperwork at this point.

Regent Herrera asked for clarification regarding when the College is talking to superintendents, if there has been discussion of the financing of dual credit and what has been talked about. Obviously, over the last few years, the College has taken the brunt of financing the dual credit classes. President Barceló stated the College has had these discussions at the Superintendent's Meeting, it is not their issue, and it is at the state level. The College has had conversations with Secretary Garcia about it and he understands the issue because Western is having a similar problem in that it is not funded as it needs to be funded. Ricky Serna, Vice President for Institutional Advancement is also working on it. Mr. Serna the College does not want to present to the K-12 partners that there is an issue on the College's side of offering the programs, because there is not. There is a policy issue that needs to be addressed with regards to financing in light of the new funding formula. Dual Credit hours right now on the LFC model are at \$5.00 a credit hours. The school districts don't pay any of this but they don't receive any funding. There is no funding for dual credit, nobody ever receives a check.

Regent Herrera asked for clarification on initiatives, collaborative efforts and activities, in terms of being able to assess (Ex. placement exams at the secondary level, to try to give people indication as to the fact they are not where they need to be in preparation for college.) Ms. Sena stated the College is set up to do this in all of the schools; in fact, the College tested 75 students last week at Penasco High Schools. The College spent two days with them, assisting and providing them with the tests. Dr. Janelle Garcia, Director of Advisement and Ms. Sena are working on collaborating with teams in order to make sure the College's presence is available in the high schools when it is absolutely requested, and even if is not requested that the College has a presence there.

## 2. Approval of Travel for Dr. Izaguirre-Sierra

Dr. Sena stated last month the Board approved out of state travel for Dr. Ivan Lopez to travel to the Middle East to attend a 10 day visit to look at their facilities. All initiatives are being paid by those hosting these individuals. Although the College does not give support financially, individuals to need to get approval for travel and they are representing the College at these locations. Dr. Sena introduced Dr. Mario Izaguirre-Sierra who is a freshman faculty member; he came to the College from the University of Maryland and was at the Carnegie Institutes in Baltimore. Dr. Izaguirre is trained in Europe at the Janina Center for Molecular Biology in UK. Because of his connections he has been invited in June and July to the following:

- a. Annual Max Planck Institute of Molecular Cell Biology and Genetics Symposium in Dresden, Germany (June, 2014); and
- b. Le Centre National de la Recherche Scientifique; Université de la Méditerranée, Marseille, France

Dr. Izaguirre presented his report to the Board of Regents (attached). Dr. Sena stated this all speaks to the fact that Northern New Mexico College has something special that all of these institutes look at. The College is developing collaboratives, particularly in the STEM area and Engineering, but also across the institution with all the other universities in New Mexico. This all speaks to the fact that the College has done an effective job of recruiting young faculty that want to be at the College and want to do the best they can with the students. Dr. Izaguirre had offers at other institutions but wants to work with undergraduates and with Hispanic/native American students primarily.

Regent Powers reiterated the trips will cost the College nothing. Dr. Izaguirre stated the trips are being paid for by the particular entities. Kevin Powers stated there are only two trips on the Agenda and the third needs to be added (Puerto Rico). Dr. Sena stated Puerto Rico is not out of the country and would not require approval.

**Regent Powers moved for approval of the out of country travel with no cost to the College, including Puerto Rico. Motion passed unanimously.**

Regent Branch applauded Dr. Izaguirre for coming to the College and getting involved with the students and hopes there is much more to come.

President Barceló asked Dr. Izaguirre to elaborate on how he brought lab equipment from Maryland. Dr. Izaguirre stated when he moved to New Mexico, he was able to bring donated equipment and materials (over \$8,000) which have allowed him to run all the experiments.

#### B. Vice President for Finance & Administration

Regent Powers requested Items 4 and 5 of the Agenda under Vice President for Finance and Administration be moved to Items 1 and 2 because there are individuals in attendance who have traveled a great distance to present Items 4 and 5 and Regent Powers believed this would not inconvenience anyone. Regent Garcia stated this would be fine.

##### 1. Approval of Fiscal Watch Report by Domingo Sanchez

Mr. Sanchez reviewed the Fiscal Watch Report Documents with the Board of Regents (attached). Mr. Sanchez stated cash is at \$324,000, the College started out in the negative in the beginning of the fiscal year. This is not where the College would like it to be in the long run but it is better than being in the negative. The other large amount is the permanent land fund which has approximately \$2.5M and the rest is really fixed assets and receivables. In the Finance Committee meeting, it was discussed that a breakdown in terms of receivables would be available for the Board of Regents to give the Board a better sense of how old some of the receivables are. It is not as high as it is in different points of the year depending on where the College is in the school year.

Mr. Sanchez stated the fund balance in the balance sheet is -\$290,000 in unrestricted and the College started the year at approximately \$1M in the unrestricted amount only, but this is all funds, this is the unrestricted portion of all the funds. Currently, the College is watching the spending and unless something is absolutely necessary, the College is holding off until July 1 to the extent it is possible.

The College has still not received any approval of the BARs submitted in December and the College submitted the Operating Budget with the BAR for year end. The documents do not reflect this because the College has not received approval. The College's budgeted revenue through the internal BAR process has come down from a \$30.8M to \$26.8M, revenue year to date is \$23M so the College is not at the budgeted amount. Beginning balance is the same at -\$1M. When the two are net against each other, the College has \$22M available, \$22M in expenditures, when netting out the transfer, the College is at -\$704,000 ending fund balance at this point in the year.

Mr. Sanchez stated the College has \$1.2M which has come in year to date and has spent \$1.5M. The College does have some outstanding receivables. The College is working on the expenditures right now and working on the reimbursements. After transfers in the ending fund balance is \$143,000.

Mr. Sanchez stated at the end of April, 2014, the revenue is slightly lower than it was last year. When looking at the fund balance, for last year, beginning budget balance available, this was before a lot of the cleanup. For this year, the College is, for the most part, done with the entire cleanup. The College has the -\$1M fund balance. Total expenditures are at approximately \$22M.

Mr. Sanchez reviewed the cash flow statement (attached). This is a proof for the College and for presentation purposes of how the College got to the \$324,000 on the balance sheet.

Mr. Sanchez reviewed the unrestricted funds (attached). The College brought in \$13.8M in revenue of all of the 11 Funds (I&G and some of the other related unrestricted funds). Last year the College was at \$12.88M, the College is up on revenue. Looking at expenditures for 2013, the College was at \$12.8 and is now down to \$12.3. It is clear to see the College has made a noticeable reduction in expenditures even though revenues have gone up.

Mr. Sanchez reviewed the transfers in and transfers out of the unrestricted funds; the net is a reduction of \$651,000 out of the unrestricted funds. Although, at the end of April, the College is at a positive of \$854,000 in terms of a net increase of the fund balance. The College will start seeing some relief on expenditures, which will mean, the College will have breathing room at the end of August and end of May.

Mr. Sanchez stated the auxiliaries are watched closely and if they are not managed well, it will come out. When all the unrestricted balances are netted in the audit, they are netting these out. This is how the College got to the -\$1M. In auxiliaries, the College brought in \$1.2M last year and as of the end of April, 2014, the College is down \$1.43M. Last year the College had expenditures of \$1.6M and this year the College is at \$1.5M. The College has really pulled back on the expenditures and has done what it could to minimize it. The College has a -\$273,000 in auxiliaries and Mr. Sanchez will take the \$854,000 and reduce it by the -\$273,000 to get a sense of how the College is hurting itself by not getting auxiliaries to live within the dollars that they are budgeted. Two auxiliaries, whether the College wants to subsidize or not, are the Bookstore and Food Service. The reason for this is because the College does not have the volume or the economies to scale that people enjoy in other larger urban areas.

Regent Garcia stated she is concerned that the laboratory equipment is lacking and this is not the first time this issue has been brought up by a student. Regent Garcia is concerned the College keeps tightening belts and is now starving itself. Regent Garcia asked whose responsibility it is to make sure there is enough equipment and sufficient equipment in the labs. Mr. Sanchez stated in terms of tightening belts, there were no monies in the budget for equipment in the sense they are talking about. The only way the College will know if there are equipment needs is if people come and talk to them. The College received an appropriation for lab and music equipment through the legislators and the House and Senate for approximately \$85,000 and the Governor vetoed it. The College is aware there are needs in these areas. The concern the College has is, being how tight the operating budget is, the College does not have the resources to be able to address this. The College needs to do it through Grants and most of the Deans are exploring them to the point they are available. During the next legislative session, the College might want to try to run it up the flagpole again and the College will see what happens the second time around. President Barceló stated it is important to note that last year LANL provided the College with \$75,000 to redo the Chemistry Lab. President Barceló will follow up with this concern because it was state of the art equipment that was put in the Chemistry Lab.

Regent Branch asked for clarification if ER&R provides for funding for lab equipment. Mr. Sanchez stated in the operating budget process, the College meets with departments to ask them what equipment needs are there. It is through these discussions that these issues of special appropriations (the amounts are too big for the College to consider). The College entertains it but in reality the College does not have much money in terms of ER&R. The other thing that was done was computer equipment was purchased through ER&R; the IT department pulled some out, most of it is for the departments and the staff. The College now forces itself, within internal service charges to build the nest and start doing it out of there. The College is going to try to work its way into replacement, whether it is four or five years and the College has this discussion going on with the IT Director. The College specifically put money in the internal services budget for IT and the activities that departments need equipment for. On the ER&R it is only \$120,000, which sounds like a lot, but the College can burn \$70,000-\$90,000 on a compressor and a heater. This is not a lot of money when you look at the systems the College has or the age of the systems. The infrastructure money the College is hoping that the voters pass in November would give the College a little relief on the infrastructure.



Mr. Serna stated he will give an update of how some of the larger institutional grants get pared off into the departments and what the carry over is. With the issue at hand, some departments like Environmental Science, estimated to carry over \$75,000 in federal grant dollars in the next fiscal year. Departments like Biology are estimated to carry over \$150,000 of grant funding into the next fiscal year. Part of this is the College empowers the Department Chairs and Directors by putting the money into their departmental budgets so that they are using discretion. In some instances, some institutions receive upwards of \$190,000-\$200,000 in addition to their I&G allocations. In some cases, the money is there, it just has not been spent.

Regent Branch asked if there is a review period to discuss with the departments regarding the allocation of that money in a special needs area. Mr. Serna stated each year the College is required to reallocate the funding to the program officer and a proposed carry over plan. At that time, it is discussed how the departments will use the carry over in the next year and that plan has to be proposed to the US Department of Education for approval. In some instances, it is difficult to spend the money if there is not a comprehensive plan of how the money is going to be spent. This needs to be collaborated institutional wide and if this does not exist, it does become difficult to merge millions of dollars over the course of eight months.

Regent Branch asked if the College has established a hierarchy of needs to be implemented in overall plans and reassign these finances. Mr. Sanchez stated in terms of hierarchy of needs, there would be several buckets that would need to be discussed. The whole purpose of the infrastructure initiative that the College had addressed the bucket of needs the College sees in terms of the activities and the people meeting with Mr. Sanchez stating what they need.

President Barceló stated this is why there is an Academic Planning Committee to start talking about what some of these needs are and President Barceló has been in conversation with the incoming Provost about this in terms of addressing that very issue. The College also needs a plan to take care of some of these technologies and President Barceló stated the Provost is also concerned about the carry forward with regard to some of the grant programs and how it could be used and disbursed.

Regent Branch stated he can understand how each College can become parochial and protective with their own for each department themselves and at some point there has to be some discussion in order to meet the needs of the other departments. Mr. Sanchez stated in the budgeting process he has been involved in for the last couple of years, he is very surprised how much money is left on the table in Grants. This looks bad for the College when the College goes back and asks for those monies or when talking to program managers about reallocating them out. The College could do a better job of talking and coordinating how that goes out. Another issue, in defense of some of these people sitting on these dollars is that the Grant may not allow for some of the things that we think is priority. This does not mean the College cannot ask but Mr. Sanchez stated he does not know the grant side's restrictions as well as Mr. Serna.

Regent Herrera stated it is disheartening to hear that the Labs, in terms of the needs of the student, are not at the level they needs to be. Regent Herrera also understands that the needs are not brought forward by the appropriate party. It almost seems there is a disconnect or it has been there over time The College wants to make sure there is not any money left on the table. It would be important for the College to look, as an institution, at some of the policies that are in place either through the administration or even some things the Board of Regents can do to ensure better utilization of those funds. There may also be a process of determining what the needs of the various departments are. The College is coming up on a legislative session soon and Regent Herrera would like to take a good hard look at what is needed in terms of labs throughout the College for consideration when putting together the state legislative request. Now is the time for the College to be talking and thinking about some of these kinds of things. If the College can get it through the legislature and get it to the Governor's desk, we can't predict what a Governor is going to do. The College needs to be sensitive to the needs of the students regarding these kinds of things. Utilization of money, more appropriation (federal or state), money from LANL, the College needs to make a concerted effort along these lines and hold people accountable.

President Barceló stated the College had an interesting education in December when the College was in El Rito to look at the woodworking program and the College saw the dire needs. The College asked why those issues had not been brought forth. These issues had been brought forth to a supervisory level but were told at that level there was no money. It never reached Administration. This made President Barceló, Domingo Sanchez and others realize they needed to get this input. The problem was taken care of immediately even though it was not federally funded.

Mr. Sanchez stated the concern he had with the wood working program issues were health and safety issues. Sometimes it stops at a level and the College does not get an opportunity to see what the College can do to address it. Mr. Sanchez stated during the time he has been at the College, it has been discussed if the issue is a health and safety issue, if it is, whether the College likes it or not, they will find a way to address it. The College will work with people if it is a health and safety issue.

Regent Powers stated some of these federal grants have restrictions on what they can be used for. If the College looks at this early enough in the year, it might be possible to use some of the federal grants that are allowed by the grant and maybe substitute that money for other funding. After the fact this cannot be done but in the process of developing budgets, if there is federal grant money that can be used for certain things, the grant money should be used first and save the I&G money and maybe it could be used for things you can't use the grant money for. It does make some sense to do some advanced planning in the beginning of the fiscal year to look to see if there are opportunities like that out there.

Regent Branch stated the College has to bring the needs for the El Rito Campus forward. The College talked about the fact that there are not funds for new programs themselves, but what about existing program funds that the College might be able to augment to what the College is doing in El Rito or provide for additional uses of the El Rito Campus. Regent Branch stated El Rito is sometimes lost a little bit in the game itself and the College has to find little ways, even if they are small amounts to be able to fund some of these things to keep the El Rito Campus growing. Mr. Sanchez stated the College tries to do this, to the extent the College has money, especially if it is health and safety related. In the upcoming election in November, there is an infrastructure GEO Bond, with this the College has earmarked projects specifically in El Rito. The College has asbestos abatement and a new roof on the Administration Building, paving of the roads and sidewalks on the list of items to be completed. If there is enough money, Mr. Sanchez would like to finish the infrastructure that was started given the usage of the facilities. Mr. Sanchez stated there will be a panic station installed in El Rito, security concerns were discussed and after the lighting and cameras are installed in El Rito, the College will look at what other things can be done with extra monies to enhance areas that were missed.

**Regent Herrera moved for approval of the Fiscal Watch Reports as presented. Motion passed.**

2. Approval of Budget Adjustment Requests (BARs) by Domingo Sanchez.

Mr. Sanchez reviewed the BARs (page 53-91 attached). Page 53-65 is an inventory of all BARs done by the College year to date - 381. The College will have close to 500 by the end of the year. This in comparison to what has been done historically shows how much activity is going on.

Mr. Sanchez stated a meeting was held in El Rito and during the discussion he is hearing a lot from everyone about budget. This is part of the culture the College wants to change and Mr. Sanchez has been pleased with how everyone has participated and really worked with the Finance Department on this.

Mr. Sanchez stated there are 22 BARs for approval (7 restricted, 15 unrestricted). Out of the 22, 10 are transfers within different departments, 11 are budget increases and 1 is an initial budget (unrestricted fund). All BARs are for monies that are being transferred from one department to another. The College wants the Board of Regents to know about these amounts because it hits the radar because it fits the criteria. The College brings to the Board of Regents if budgets are increased or decreased or if there is something outside the scope. BARs that are fixing line items within a unit, Mr. Sanchez will sign off on.

**Regent Powers moved for approval of the BARs as submitted. Motion passed.**

3. Capital Projects Update by Domingo Sanchez

Mr. Sanchez stated in the area of the Library, the College has completed all items on the warranty list over the last couple of weeks. The College is now on its own in terms of the Library.

Mr. Sanchez stated the monies the College received for IT infrastructure is gone except for a few dollars which will be used in the early part of the fiscal year. After the College looks at the lighting or camera voids, the College will look at how much money is left to cover those areas.

Mr. Sanchez stated the Administration Building is waiting on another bond to go through because the mechanical, heating and cooling is so expensive. The College is going to do some remodifications this summer starting in the areas that don't require any major heating or cooling systems.

The College is setting up the JCI Building for the Barbering and Business College classes. The College has accreditation coming and there are certain expectations regarding the number of classrooms, labs and if the College is dedicated to those colleges. This work will be done in the next 60 days.

Regent Branch stated the Northern New Mexico Normal School Alumni had written a letter to the President regarding their desire to create a memorial in El Rito. Regent Branch was invited to a meeting and they made a commitment financially to do this and have done a lot of the initial steps necessary. Regent Branch stated he would like to see this become included as a positive program within the capital program and additionally to start incorporating the information they have and to put it into a real plan. Regent Branch does not believe it is necessary to do an architectural design; this could be done together with the association itself. Regent Branch stated it is time for the College to move ahead. They have made their commitment and it is time for the College to make a commitment. Regent Branch believes the College could get a better cost than they were estimating and provide a little bit more to the project. Regent Branch would like the Administration to move this forward and coordinate with the association. Mr. Sanchez stated the College has met about this in the Audit/Finance/Facilities Committee Meeting and Administration has met about this and the College is happy to work with them. Mr. Sanchez stated he likes the fact that they are modest and the College will work with them and will set up a meeting with them.

4. Approval of Resolution for Financial Assistance and Project Approval to the New Mexico Finance Authority by Domingo Sanchez

Paul Cassidy, RBC Capital Markets stated him and Peter Franklin, Modrall Law Firm would be presenting to the Board of Regents. Mr. Cassidy stated he and Mr. Franklin represent the Board of Regents and the College as the independent financial advisory and as bond counsel. The idea is that the Board of Regents would be issuing tax exempt bonds so the Modrall Firm gives legal opinion and tax opinions with regard to this. The intent is that the Board of Regents would be placing bonds in a private sale to the New Mexico Finance Authority which is the state bond bank that has an AAA/AA Bond Rating and they pass this rating on for this financing.

Mr. Cassidy stated this Resolution does not commit anybody to do anything other than allow Mr. Cassidy and Mr. Franklin, as Advisors and Staff to make an application to the Finance Authority. The timeline for this will be to get on to the June Agenda, this is not guaranteed but Mr. Cassidy believes they can make a case for it. They are going to the Higher Education Department (HED) June 11, 2014 meeting for HED approval, which is the first step, which is the second time the College, has been before them. The College would go to the State Board of Finance at the July Meeting, if the Finance Authority hears this project at their June meeting, they have a bond sale in July and they could approve this application subject to State Board of Finance approval - Mid-July and the College could be included in the sale. Mr. Cassidy stated there are a lot of things that need to line up and they are actively moving forward.

Regent Powers asked if the College is not successful in getting all this compressed activity on the schedule, what would be the impact on the College actually obtaining the funding. Mr. Cassidy stated there are two avenues (1) since the financing size is above \$5M, New Mexico Finance Authority traditionally does not make loans of \$5M unless they are in the market with their own financing and they don't take interest rate risk by committing to an interest rate. The next financing may not be until September, and Mr. Cassidy is not sure when this will occur; and (2) The College can convince them to make a loan from their cash sources in light of the need to get the project moving, no guarantee to do this. Mr. Cassidy stated there is still a chance the July sale won't happen, that may move to August, in any case, Mr. Cassidy is in constant contact with the Finance Authority to make sure this transaction can be closed as quickly as possible. Mr. Cassidy stated the keys to the project are getting State Board of Finance approval and NMFA Board approval on the loan, the consultants on the construction side can get started.

Regent Powers stated the College has a somewhat tight schedule in terms of trying to get this project under construction and completed in time for the fall semester of 2015. If the funding is delayed into the fall this will make the time schedule very tight for construction. Regent Powers stated the Board of Regents needs to do whatever they can to help it along. Regent Powers stated if there is anything they can do as governing body members with either of the entities (HED or Stated Board of Finance), they will do whatever they can to help this process along.

Regent Branch asked if the cost may not reach \$16M what would happen to the construction cost above and beyond what is necessary for the College. Mr. Cassidy stated hopefully by the time the College is financing, the College would have a better construction cost estimate. To the extent the College has more money than what was financed, the fixed rate debt that cannot be refinanced for 10 years, so this money would be placed into the debt service to pay principal and interest. This would be the recommendation of Mr. Cassidy.

Regent Herrera stated he appreciates the work that was done on the time frame because that really spelled out all the activities the College needs to overcome.

Regent Herrera asked where the College is on working with HED. Mr. Cassidy stated they did not consent to a special meeting and they are sticking to their dates. The College will go to a meeting with HED on June 11, 2014 and will report back.

5. Approval of Resolution Authorizing Issuance of the Northern New Mexico College System Improvement Revenue Bonds for a New Student Resident Facility and Related Infrastructure by Domingo Sanchez

Mr. Cassidy stated this Resolution deals with the size of the financing after renegotiating the size of the dorm project with HED, a new project size increased the size of the financing just modestly to the point where the Resolution needs to be amended.

Peter Franklin, Modrall Sperling stated the first Resolution is the Board's Authorization to submit an application for New Mexico Finance Authority financing which would take the form of purchasing the bonds that would be authorized and issued under the second resolution. This is a step they require because they want a way of making sure the requests they get are in effect serious requests from the governing body of the borrower making the request. It is really an administrative action that is driven by their requirements. The much more voluminous Bond Authorizing Resolution is an amended and restated version of what the Board of Regents approved in December of 2013. It authorizes a somewhat larger maximum principal amount of bonds. It basically describes the security for the bonds which is a pledge of the College's system revenues, all the revenue the College earns or takes in except for things like restricted grants. This will lay out the process for authorizing the bonds and approving the final terms pursuant to a subsequent sale resolution or final terms resolution.

Regent Herrera asked for clarification on the section "Pledged Revenue," in the way it is defining pledged revenue it is defining it as all gross income from the operation and ownership of the system (in this case the Residence Hall). Mr. Franklin stated the system is very broadly defined as essentially all the Colleges revenue producing assets. This is not project revenue financing where all the College is pledging is the revenue generated by the student housing. Mr. Franklin stated the statutory authority for higher education institutions to borrow money by issuing bonds specifically authorizes system pledges and all of this is driven by the New Mexico Statutes. This is what bond investors are likely to expect. In deciding whether the Board of Regents wants to adopt this Resolution, Mr. Franklin's assumption is that what the overall finances of the College and has determined that the College is not going to be borrowing from other needs to fund that service on student housing. Regent Branch stated the College is guaranteed pledging those funds. Mr. Franklin stated the College is granting a security interest in those funds. This means that if there were a debt service shortfall, the first thing the Finance Authority would look to is the debt service reserve fund. That would be replenished from the next systems revenues coming in. If the debt service reserve fund was insufficient and the debt was not restructured, in theory, investors eventually (Finance Authority) would say the College needs to take money from elsewhere and pay these bonds. Mr. Franklin does not believe the Finance Authority has ever done this with a borrower.

Regent Branch asked if the College has a limited amount of revenue and obviously the College is going to look at a second and third phase of this project, how it would preclude the College from using the same guarantee again on the total debt service, it is pledged to this one project itself, are they going to require the College to dedicate it solely to this one project. Mr. Franklin stated the additional bonds test in this authorizing resolution requires is that in order to issue additional parody lean debt, the College would need system revenue sufficient to pay 175% of the debt service on these bonds as well as on the proposed bonds.

Regent Branch stated the College went from \$15M to \$16M and asked for clarification as to where the additional \$1M is going. Mr. Cassidy stated the College did receive an updated cost estimate from Monument, LLC that was provided in connection with resubmitting the project to HED earlier in the month. It was in that negotiation (renegotiating their fees) that the College was provided this new cost estimate. Mr. Cassidy stated if going back to the original project in January or February, the College was talking about a different project altogether. The project was going to be much below that. HED came in subsequently and asked the College to build 195 beds that increased the cost. Discussions were also held regarding purchasing another building and being up to \$18M borrowing, which during the rating review process with Moody's, the College cut back.

The College is down to a point which would hopefully make HED happy, which would put the College at 195 beds but it is going to cost a little more than the College's initial maximum estimate from the January time frame. Regent Branch stated this was presented to HED but it had not been presented to this Board. Regent Branch's question is what limitations the College has with the developer in that the College controls these particular costs and is aware of them before the come into a document like this, before authorization. Mr. Cassidy stated this was discussed at the April 14, 2014 Board of Regents Meeting. Mr. Cassidy stated there was not any intent not to present to the Board of Regents and hopefully it was. Mr. Sanchez stated there was a lot of discussion that the College has had and it is easy to lose what the real amount is because the College has modified things, there has been language to speak to how to contain the costs that have been discussed and put in there. Until it is over, it is going to be in that ballpark, just like mentioned earlier, if the College is successful, pushing the number down, which the College is going to push the number within the limit and what happens with the residual, it goes to the debt reserve fund.

Regent Branch stated the procedure in being reviewed both through the Finance Committee and the Board of Regents is what actual authorizations are authorized by the Board of Regents in final contract. The dollar amounts should not be an item that comes up in a document for approval by the Board of Regents when some of the preliminaries have not been discussed to the point because discussions are about additional costs. Those costs have never been discussed and Regent Branch questions the fact in order for the Board of Regents to keep Monument, LLC in front or the Board of Regents watching what is going on, they should be brought to the Finance Committee with an explanation. Then they will need an amendment regarding the authorization of the contract which should be brought back to the Board of Regents. Mr.

Sanchez stated the College essentially incorporated the process within the document that the Board of Regents approved and it was discussed how the College would bring certain things to the Finance Committee or to the Board of Regents so the College was apprising the Board of Regents. Mr. Sanchez stated the College also had an agreement on what costs would be allowed in the fees that were going to be charged by Monument. This amount was pigeonholed so there is not a lot of room for them, unless the College allows it, to do much more. The College has an incentive built in if they can save so much money.

Mr. Cassidy stated the College is estimating a maximum of \$16M, the current size of the transaction is \$15,640,000, that provides all of the hard costs, construction is about \$9.8M, furnishings is about \$500,000 and there will be architects and engineering at approximately \$1M \$54,000, some project contingency of \$724,000, soft cost of \$200,000 and gross receipts tax of \$300,000 and there was some developer overhead as well. The College may not issue all \$16M; the College will issue exactly what the Board of Regents negotiates with Monument, LLC.

Regent Herrera stated he understands the type of revenue (anything other than the money that is restricted from the College would be part of the pledged revenue in case there are any issues) but it was interesting to note that the definition of pledged revenue, in terms of income to the College, excludes the College state appropriation, which is the majority of the money the College gets in the budget. Regent Herrera asked if this is correct. Mr. Franklin stated this is excluding, among other things, state appropriations which are restricted as to use. If the College gets an appropriation that is either for general capital purposes, if the College gets an appropriation for student housing purposes, that would not be restricted as to use. Mr. Serna stated an example of this would be the required allocation of BR&R per HED's requirements. Mr. Sanchez stated it is not restricted in the legal sense; the BR&R is not restricted. The College has to pare out a certain percentage based on whatever the budget guidelines are. Mr. Cassidy stated a calculation of this has been done and in prior Board Packets, state law and historically the way it has always been done, what can be pledged versus what the payment source is going to be rental from the housing units. The coverage is provided by student tuition and fees, unrestricted revenues, the state will not let the College pledge state appropriations. The College does not exclude it; the College can probably legally use it to pay debt service if needed. Federal grants and contracts are not included either. It is a limited pledge, the College computes coverage and the way the College's coverage calculation comes out is about 400% of debt service. This is legally pledged revenues and it may be higher than that. As the College builds capacity and has more income coming in from residence halls and tuition as a result of more students to campus, the College will be building the numerator and will be able to finance more.

**Regent Powers moved for approval of the Resolution (page 92-93 of the Board Packet) authorizing and approving submission of a completed application for financial assistance and project approval for the New Mexico Finance Authority. Motion passed unanimously.**

**Regent Powers moved for approval of the amended and restated bond resolution (pages 97-145 of the Board Packet) as presented by Peter Franklin of the Modrall Law Firm. Motion passed unanimously.**

Mr. Cassidy requested signed copies as soon as possible for submission. Regent Powers stated if there is anything the College's team needs from the Board of Regent, either to appear before the State Board of Finance, State Board of Finance or HED to testify on the need for the project, Board Members should be contacted and appropriate individuals will be at those meetings so any questions needed to be answered can be done. Regent Powers stated any and all support will help.

#### 6. Athletic Update by Ryan Cordova

Ryan Cordova, Athletic Director stated the Budget for Athletics did not change, did not increase, it did, in fact decrease by 20% out of supplies and expenses. Mr. Cordova took the same budget from last year and did more with less. Gold and Cross Country was restructured and by doing this, the Athletic Department spent a year studying a study that was devised for NCAA schools, the Hardwick Day Study, to establish the difference between financial need based sports and enrollment based sports. When Cross Country and Golf were added, the Athletic Department tried to find two sports that

were affordable in order to meet the guidelines of the NAIA. The NAIA has demanded that every institution in the NAIA add sports and have a minimum number of sports so Golf and Cross Country were added. In hindsight, Mr. Cordova wished he had the study a year ago, because he could have done more with it. Mr. Cordova visited Adams State University as an example, who doubled their student athlete enrollment by switching to this model. They also bring in close to \$6M in revenue and net out \$3M in revenue. What they do is establish these enrollment based sports (golf, tennis, swimming, diving) and they didn't put any money into them. They offered a coach a job and paid him fair money as a salary and it was up to that coach to raise money for travel, equipment and everything else. They did this and when the coaches were hired, they understood that and accepted the job. In the first year, in Lacrosse they had 20 students the first year, by the second year he had 78 student athletes. With tuition and fees being close to \$10,000 the numbers were generated. All they put into Lacrosse is the salary. They set up a structure where a lot of the revenue generated, a portion was placed back in Athletics because they knew the numbers were going up and created some positions and that is how they are able to operate at that number. Based on this, the College has restructured sports (Golf and Cross Country). This will allow the College to add competitive cheer and dance and JV programs. By adding these sports, the College took and decreased the amount by \$3,000 of what the College was actually putting into Cross Country and Golf. The College is spending \$3,000 less and added three more sports. The Athletic Department is trying to be creative and do it in a way of a model that has worked at other institutions of the same size and other institutions that the College recruits against. One thing they do with the sports is they make sure the student athletes live in the dorms and they must have a meal plan. Not only are they generating revenue through tuition and fees but they are generating revenues through dormitories and meal plans. By doing this, doubling the numbers of athletes (300 athletes), the economic impact it has on the community has skyrocketed for the institutions in the study.

Mr. Cordova stated Domingo Sanchez and President Barceló has approved the Athletic Department moving forward without increasing the budget, to be able to restructure this to offer the College to more student athletes around the State of New Mexico and outside the State of New Mexico should the dorms go through. This would be an opportunity to generate more revenue for the institution. By adding these sports, the number of athletes will increase from 56 to 130. This would generate a little over \$500,000 in tuition and fees back to the institution. Currently with the 56 student and of those polled, 4 students would have come to the College if the College did not have athletics. These students are also averaging over a 3.0GPA and they represent themselves and the programs well in the classroom.

Mr. Cordova reviewed some of the things that have occurred with the success on the basketball court, there were a number of firsts (athletic all Americans, all Americans, tournament MVPs, all conference players). With that visibility nationally, the College has a number of student athletes requesting the College look at them as far as them coming to the College and a number of those students are willing to come without any type of financial assistance from Athletics at all. There are a number of student athletes who would like to have the opportunity to play.

Mr. Cordova stated the College is offering the Cheer and Dance Position to the best cheer and dance coach in New Mexico. He has turned down jobs at a number of schools (Los Alamos, UNM) and he has just accepted the offer of the Head Dance and Cheer Coach at the College. His public relation skills are outstanding and he is going to bring some positive energy to the campus. He is a graduate of Espanola High School; he was a cheerleader for the University of New Mexico and has his Bachelor's Degree from University of New Mexico and Master's from New Mexico State University. He is also in a very good position in LANL which allows him to help the College part time. He is also recognized nationally, putting on camps at University of Wyoming, Division I schools and is compensated for doing so. He is also serves as the New Mexico Activities Association Director of Cheer and Dance. Mr. Cordova stated people have heard he is applying for the position and he has received 8 applications for the College because of him. He has also received 30 calls from students interested in attending the College. Dance and Cheer will also give the College more coaches and people marketing for the institution.

Mr. Cordova stated women's basketball signed four students from Shiprock High School who were state champions in women's basketball. The same week there were 30 students from Shiprock High School applying to the College. There is definitely an interest in students outside the 40 mile radius and it shows the College is going to need the dormitories by

next year. Mr. Cordova and Mr. Sanchez are already talking about housing situations and problems that may arise because they are going to try to accommodate not only student athletes but also other students who are coming from outside the state or outside the 40 mile radius. T

Regent Branch asked for clarification regarding the NAIA requirements for sports. Mr. Cordova stated the College is in compliance right now. In 2016 it will go up to 8 teams to stay in the NAIA. The College should be fine. If things go well this year, the College would like to add volleyball next year.

Mr. Sanchez stated the College is going to have growing pains and be the victims of success. There will be issues you see on most other campuses, especially if the dorms are on campus. There is a lot of activity that will be happening on campus. Once the dorms are here, the College is going to lose the gym because it will be the activity center for students. There has to be a place for students to recreate. The outdoor facilities are not safe for students and this will need to be addressed. Mr. Sanchez stated the athletic fields are in the capital plans for next year.

Mr. Cordova stated with the increase in students and interest in the classroom, the College will need to offer more classes and get the classrooms filled. The potential is with the dorms and athletics is creating more jobs and interest in the institution and it will help the economy. This will have a \$2.5M impact on economics in Espanola.

Mr. Sanchez stated the College is talking about NAIA requirements. Discussions have also been held discussing the RMAC or others. The travel the College has to do for NAIA is far and costs a lot of money and if the College could get into another one that is closer, the finances could be managed better. Mr. Cordova stated the closest NAIA school to the College is five hours way and the next closest is seven hours. Once you get outside of those schools, it is 12-15 hour drive time. The RMAC is comprised of schools like NM Highlands, Fort Lewis and Adams State College.

Mr. Cordova basketball recruitment looks good. The College is losing three students this year as far as eligibility. These positions have all been filled. The women's team has signed four women from Shiprock High school and one woman from Windowrock High School. The women's team lost one senior and one student from Taos. The recruiting has gone very well. Coach Ballard will double as the Golf Coach and has already signed three athletes with no scholarships to play golf next year.

#### 7. Registration fee waiver for Community Rate courses by Domingo Sanchez

Mr. Sanchez stated in November, the College instituted a new tuition rate to make classes more affordable for the community to attend and to help compliment and participate in certain class. The College spoke about lowering the tuition and identified the courses to be eligible for this (\$100.00 per credit hour). The College is now having registration for these courses and what has come up is the issue of the registration fee. It was a discussion held about just charging the \$100.00. The College is hoping to get clarification that it is a total of \$100.00 and there would be no registration fee for these courses. President Barceló stated this is how it has been promoted and the College did not anticipate a registration fee.

Regent Powers asked if the enabling of language or legislation that created the registration fee, is there anything that would prevent the College from waiving it. Mr. Sanchez stated there is nothing in the language that he has read that would preclude the College from waiving it. Mr. Sanchez stated this is opportunity to clarify what people thought they meant. Mr. Sanchez would like to make sure it is really clear that it is also something that the Board of Regents was aware the College would do. Regent Powers asked for clarification of the amount of money it would be. Mr. Serna stated the College has been marketing this. If the College can increase enrollment by offering this reduced rate, it is a non-issue in terms of dollars.

**Regent Powers moved for approval of the waiver of the registration fees for the community rate courses. Motion passed.**



C. Vice President for Advancement

1. Legislative Affairs by Ricky Serna

Mr. Serna stated during the interim, Mr. Serna is maintaining a schedule that he sends out to the Regents and Administrative Staff and at that time Mr. Serna will make a request that one of the Regents assist if the Administration is unable to make it to an essential interim committee meeting that they might show a presence on behalf of the institution.

Mr. Serna stated the College is paying particular attention to committees that impact the College the most, primarily LFC and LESC Committees.

Mr. Serna stated approximately two weeks after the session ended, the College was very vigilant in sending an invitation to every single committee chair person in the legislature offering the El Rito and Espanola Campus to host legislative committee meetings. So far, the College has received a request from the LESC and Health and Human Services to host their meetings.

Mr. Serna stated the College is currently looking to identify budget to support some retainer hours for the College's legislative liaison that worked with the College in the 2014 session. The College was also successful in securing approximately \$9,000 to assist the College in legislative related activity. The College is not allowed to use I&G dollars for legislative activities. The Foundation will also assist the College for the GEO Bond campaign.

Regent Branch reiterated to the Board of Regents how important it is for the Board of Regents to be at the legislative meetings. It is sometimes difficult, but the presence of the Board of Regents makes the difference.

Regent Herrera stated he would agree with Regent Branch. One of the things that is very important as the Board of Regents interacts with legislators, when a committee meeting is starting; everyone has the opportunity of going up and talking with a particular legislator. Something that would be beneficial for the Board of Regents is to have some talking points so they are all on the same page.

Regent Herrera stated hosting a legislative committee meeting at the Campus is the way to promote the campus. Regent Herrera recommended, based upon meetings he has attended, is having students providing direction to attendees. Regent Herrera thanked Mr. Serna for getting these committees on campus for meetings.

Regent Branch stated during the last session, the College was all lobbied by the Secretary of Education, in particular with the funding formula. One of the things the College spoke with him about is that they need to be more inclusive regarding their technical committees that meet. Regent Branch stated the President should bring these forward early on. Regent Branch stated he would like to cooperate and work with HED because this is an indication that the College would be heard. Regent Branch stated he would like to make time and bring this suggestion to Secretary Garcia so the College is heard.

Mr. Serna stated the Secretary of Higher Education has already laid out a plan of how he is going to proceed with the committee. At the last CUP conference call, David LePree stated that the committee is not going to be all inclusive and does not provide leeway for mass participation. The College is going to work through President Fries who is going to representative the comprehensive institutions to identify or at least for a venue to get information and share insights of what the College needs. The HED funding formula was a non-issue this last legislative session, the formula that was run, was very much LFC, it was different, it excluded some of the tier elements that are important. At the end of the day, the College get caught between spending a lot of time on a formula that at the end of the day has never really (in the past three years) been applied in its entirety when it comes down to institutional funding.

Mr. Serna stated the College is going to start working on RPSPs as a major element of the College's legislative appropriations. Last year the College was informed for the first time in several years that a renewal RPSP for athletics was required. The College will be working on this for level funding. Last year, the College saw \$60,000 increase to athletic funding from the legislature and the College is going to work on at least level funding. The College will work with departments to identify other priorities like lab equipment and other educational programs that will bode well with the Higher Education Department who is essentially measuring those with the sustainability plans and their link to our mission.

Mr. Sanchez stated he believes the dual credit should also be put on the runway. The cost is significant to the College and the College has not been included. The College should take their own lead on this. Funding to offset this to the extent there is a possibility needs to be pursued. President Barceló stated in her meeting with Secretary Garcia, he was open to the conversation. President Barceló suggested a follow up meeting with him to talk about the issue more in depth and develop a strategy with him. In the conversation, Secretary understood the problem. Mr. Serna stated that the intent of the College when hosting the LESC that the Senator provide the College an opportunity to do a cost analysis presentation for our institution. All other comprehensive institutions have an affiliated two year campus that provides dual credit to their students. In some instances it is done seamlessly on the campus of the four year comprehensive and the student does not know the difference. At NMSU and UNM, they have affiliates. The College is unique because it does not have the affiliate that absorbs all of it. We are the only comprehensive institution that will offer it all with no reliance on another institution.

Regent Herrera stated when talking about funding formula related to the uniqueness of Northern, it is exactly to that point of affiliated institutions, two year feeding into the four year. A slightly different approach of this is efficiency. The College is unique that it has the dual mission (two year/four year), so perhaps as the funding formula as is done in the PED area, having different categories for unique school districts, particularly small districts, with using that as a model or looking back at comparison purposes, the College is no different. The College is more of a hybrid and certainly promotes efficiency, short of having two institutions with two straws into the same dollar barrel. The College's approach should be along these lines and it is early in the process to throw out some ideas in terms of the College's uniqueness.

## 2. Enrollment Campaign by Ricky Serna

Mr. Serna stated a year ago at the request of the Board of Regents, the Advancement Office worked to develop a campaign aimed at increasing enrollment for the fall of 2013 and when the College sat down for the budget development process, the College leveled this budget allowing for the College to do something similar for the upcoming year. What the College is going to do is launch a 2014 media campaign - "Find Yourself at Northern." This will be embraced because it suggests be at the institution but it also means you can find what you aim to be professionally and personally. Mr. Serna presented the Enrollment Campaign (attached). This campaign will cover everything going on for the next three months. The College is trying to be more cost efficient with the use of online and social media.

Regent Garcia stated the CDC contacted her and said they were going to invest in advertising. They will be contact Mr. Serna. Mr. Serna stated one of the things the College did two months ago was to create media packages for the athletics program scaffolding the benefits that the sponsors would receive. A lot of this is now run through the Foundation. Mr. Cordova has done a lot of outreach in securing sponsors. Mr. Serna will send the package to the Board of Regents.

Regent Branch asked if the College is having any participation by the local print media regarding news releases (Los Alamos, Taos News, New Mexican and Albuquerque Journal). Mr. Serna stated the College has a lot more success with the surrounding communities like Taos and Los Alamos. The College no longer advertises with the Rio Grande Sun. The College was spending \$17,000-\$22,000 annual if you include the College's paid employment advertisements. The last purchase made was the message to the community from the President. If you look at the Albuquerque Journal, they printed that for free; the College did not pay for it to be published in any other newspaper. The College was required to purchase it locally. There has been a lot of turnover in the local media as well - they have had three educational

reporters. The College is trying to find that consistency, if anything, for a balanced story. They receive all the College's press releases like all the other papers do. The College has not been successful and that includes meetings with their Editor and Managing Editor.

### 3. Grants Expenditures Update by Ricky Serna

Mr. Serna presented to the Board of Regents the report of the Grants Carry Over (attached). The College manages approximately \$7M annually which is an array of flow-through from the stay to NSF grants, Title IV US Department of Education Grants and private grants.

### 4. Policy Review 2240 and 2220 by Ricky Serna

Mr. Serna presented to the Board of Regent Policy 2240 and 2220 (attached). Mr. Serna stated two years ago President Barceló requested a committee be established to review all of the College's policies which was an interest the Board of Regents had. After a lot of leg work in compiling all of the policies that existed in the institution, the Committee met with the College's attorney and his recommendation after review of the College's policies, rather than start updating the existing policies, that the Colleges pair away at a set of policies from an institutions whose policies had been recently updated and reviewed by legal counsel. The College asked Tony Ortiz to provide the College with institutions that he would recommend. He provided the College with policies from four institutions - NMHU, CNM, Luna Community College and UNM. The Committee decided to utilize UNM's policy as a template that the College would use. The College imagined that this policy would be so comprehensive it would cover any issues the College would have. The College would peel away at that onion and identify what policies that were really relevant to the College. Over the course of two years, the College has adopted over 80 policies, two full series of policies (1000 and 2000) and they are available on the website. The Board of Regents has approved each of the policies.

Mr. Serna stated one of the policies that needed to be developed was the policy on approving policies. The College created a Policy Review Committee. This Committee is responsible only for drafting institutional policies either at the request of the administration or any individual at the institution. They are drafted by the Committee to ensure they address the legal drivers that influence those policies and to be sure they are consistent with other institutional policies. The Committee's job is not to impose policy at the institution. There are some policies that are mandated by the College that the College does not review because the language has been dictated to the College (Title IX Policy).

Mr. Serna stated there has been a lot of talk that these policies are Mr. Serna's policies or an individual's policies. They are the policies of UNM, where they came from, they have been vetted by UNM legal counsel both in house and external and they go through the policy review committee. The Policy Review Committee has opened these policies for public input for 30 days. The College has developed email systems where all concerns, questions and recommendation flow to a policy at NNMC email. The commenter is asked to provide the page number and line number and make a recommendation. Over the course of the 30 days, the College receives the feedback and after the 30 days are over, the Policy Review Committee convenes again, looks at feedback and makes changes where appropriate. The policies then go to the administrative team and put on the Board of Regents Agenda for approval or disapproval.

Mr. Serna stated approximately two weeks ago, the public comment process was opened up and right now the College is receiving public input on the policies. To date, there have been two comments, one from a student who said she has no issues with the policies and one from another student who highlighted a couple of concerns with the policies. The College has only received two formal comments on the policies. Another notice will be sent out midway through requesting additional feedback. At this point, nothing precludes the Board of Regents from chiming in during the public comment period.

Mr. Serna stated the Committee is working on an additional 56 policies (3000 series) and the process is lengthy and takes a lot of time. The policies are modified first to fit the campus and then the policy committee members sit with the content area expert and they begin the cleanup process.

Regent Branch stated he received an email on the comments with allegations regarding this policy from a person who had no idea how this came about. The Board of Regents ordered the President to bring forth policies that were actual policies to the Board of Regents for recommendation for the entire campus operation. Regent Branch was outraged at one of the meetings he attended where the students were screaming and yelling. When he walked out of the meeting, he was confronted by an individual. Regent Branch had never been subjected to such language, such lack of ethics. Regent Branch stated Regents Garcia had the same situation occur and it was disgraceful. Regent Branch stated people do not understand that their personal behavior, they are responsible for, you can get your story across by talking to people or you can create one by writing fiction or taking an issue and changing it. Regent Branch stated this unruly behavior hurt the College. Everyone has the right to speak but what you say within that should be within the context of some civility at all.

Regent Branch stated he was called by faculty members regarding intimidation that was placed upon them by individuals going to them, including students, regarding signing on to documents or agreeing to participate, this is not proper and not right.

Mr. Serna stated this is a national issue, social media policy, no matter what organization or entity you go to someone is going to say this inhibits free speech or violates, etc. The College is going to be looking at that. Social media for our institution has become a growing concern. In some instances, the College has had faculty suggest they are going to visit other people at their homes. What this does it is spills over and creates hostility in the work place. The College needs to address what happens in social media and when that then becomes or creates hostile situations work environments within the institutions. The College is looking at these policies as well. Regents at the University of Kansas have passed a draft and it is being vetted much like what the College is doing and it is similar.

#### D. Site Coordinator – El Rito Campus

Maria Dolores Gonzales, Site Coordinator at the El Rito Campus presented a report on the El Rito Campus and events taking place at the El Rito Campus (attached). Maria Dolores Gonzales and Cecilia Martinez posted fliers around the community promoting the El Rito Campus. They would like to see more advertising and promotion from the advancement office. The El Rito Campus is also reconnecting with Elder Hostel which is now the Rhodes Scholars. Ms. Gonzales stated if some of the continuing ed classes appeal to the community, there may be more activity. Ms. Gonzales is trying to bridge the gap with the community. Ms. Gonzales stated UNM is currently on campus and proposed to meet with the Dean of Architecture and Community Planning and they are very eager to do some collaboration with the El Rito Campus.

President Barceló stated Maria Dolores stepped in during a very difficult time and not with a lot of support and she has done a remarkable job in the short time she has been on board, really pointing out issues to the College. She has raised some difficult questions but they are questions the College has to look at and all is not perfect but she is making lemonade out of lemons.

## **XI. PRESIDENT'S REPORT AND ANNOUNCEMENTS**

President Barceló asked Dr. Sena to address the teach out. Dr. Sena stated the College finalized the teach out plan for Radiography and there is concurrence from the Dean of the College of Nursing and Health Sciences, Mike Frain, Director of Radiography. The College found money by taxing everyone in the academic unit. The teach out will take place for 7 students and the College has submitted a letter to the accreditation entity about the teach out. The College indicated it

would like to keep the accreditation that is covered for this time. Dr. Sena met with Mr. Sanchez and he is agreeable with the budget.

Mr. Sena stated the other programs are a little more problematic, they are a little smaller. There is an issue because the College did not have a budget associated with those. They are small numbers, they will not be significant. The College will meet with Santa Fe Community College to talk about a potential plan about how they may be interested in doing some of those courses.

Regent Garcia requested clarification of the discussion of having it as a continuing ed. President Barceló stated the College may be doing continuing ed. Dr. Sena stated the College will be looking at offering more enhanced courses in these particular programs. Regent Garcia was talking about the automotive and changing it to continuing ed. President Barceló stated the College is looking at offering automotive as a continuing education program if there is enough people down to the road who would like to do continuing education in automotive.

Regent Herrera stated he is glad the College is looking at different options and opportunities with Santa Fe Community College. Regent Herrera would encourage the College to think through the process in terms of equipment and things of that sort because the issue of selling or doing something with child care playground equipment. The continuing ed in automotive has equipment tied to it. The College must be strategic on how it deals with automotive.

President Barceló stated the College is meeting with Santa Fe Community College to talk about a number of different types of collaboration of how they as a two year institution and the College as a four year institution begin to work together. In fact, the two institutions are exploring the possibility of doing a regional economic impact study. The incoming Provost will be involved in these conversations. The concern is how the Colleges collectively meets the needs of the region.

President Barceló stated commencement was a huge success. President Barceló thanked the Board of Regents for participating and there have been nothing but positive comments.

President Barceló stated on June 2, 2014, the College is going to have a special ceremony to fly the POW Flag. Anna X Sisneros is coordinating this event. Ricky Serna is talking with a group of people to talk about the upcoming Veteran's Center and what it looks like. Some of the woodworkers who are veterans will be participating in what this center will look like.

President Barceló stated there will be a summer gathering in her home in June.

## **XII. COMMENTS FROM THE BOARD**

Regent Branch stated Risk Management needs to be reviewed and what the College is doing in this particular areas. There is an entire list of things AGB says the College should look at on a constant basis.

Regent Branch stated the Board of Regents has been giving their per diem as scholarship. Regent Branch stated his concern is how does the College help the student who needs money (\$100.00, \$150.000) and the Foundation has made some attempts to do it. Regent Branch does not know what standards are being set up for the scholarship that the Regents give and how much is given. Regent Branch would like to take a look at this differently and maybe if it is to continue, the money should be placed in a fund where the President will have the opportunity with recommendations of students who need help. Regent Branch would like this idea discussed more in the future.

Regent Herrera wanted to take the opportunity to thank the people who put together commencement, anyone and everyone who participated because this sometimes goes unnoticed.

Regent Branch wanted to take the opportunity to thank Amy for the work she does on the minutes because anyone involved in taking minutes at any level, it is extremely difficult work. The reason it was brought to light, it came up during the HED meeting, someone made the comment that if they wanted to know what is going on at Northern, and they just go to the website and pick up the minutes and read them. This is extremely transparent and certainly accountable to the people that the College serves.

A. Reports from BOR Committee Chairs

None

B. Board of Regents Retreat

Regent Garcia stated the Board of Regents Retreat was very successful and asked if the Regents were ready for another Retreat. Dates will be sent out to the Board of Regents for consideration.

**XIII. ADJOURNMENT**

Regent Herrera moved to adjourn. Motion passed. The meeting adjourned at 5:35PM.

Amy Pena, Recording Secretary

APPROVED:

  
Rosario (Chayo) Garcia, Board President

  
Donald Martinez, Jr., Secretary