

NORTHERN NEW MEXICO COLLEGE

BOARD OF REGENTS MEETING

MARCH 26, 2015

I. CALL TO ORDER

A regular meeting of the Board of Regents of Northern New Mexico College was held on Thursday, March 26, 2015 in the Boardroom of Northern New Mexico College, Espanola Campus. Regents present: Rosario (Chayo) Garcia, Damian L. Martinez, Kevin F. Powers and Melinda DeHerrera. Board President Rosario (Chayo) Garcia called the meeting to order at 9:01am.

Northern New Mexico College staff present: President Nancy “Rusty” Barceló, Domingo Sanchez, Vice President for Finance and Administration; Ricky Serna, Vice President for Institutional Advancement; Pedro Martinez, Provost/Vice President for Academic Affairs; Bernie Padilla, Director of Human Resources; Chris Trujillo, IT; Alex Williams, Senior Financial Analyst; Carmella Sanchez, Director of Institutional Research, Sally Martinez, Executive Assistant to the Provost and Vice President for Academic Affairs; Jimi Montoya, IT Director; Stephanie Montoya, Staff Reporter/PR Specialist; Brandi Cordova, Executive Assistant to the Vice President for Finance and Administration; Ryan Cordova, Athletic Director and Men’s Head Basketball Coach; Sandy Krolick, Creative Director, Communications and Marketing; Joshua Romero, Production Artist; Creative Director of Canal Seis; Camille Ulibarri, Department Secretary, Nursing; Jerome Williams, Bookstore Manager; Connie Manzanares, Financial Aid Assistant Director and Amy Pena, Recording Secretary. Northern New Mexico College faculty present: Dr. Joaquin Vila, Sarah O’Brien, Anna X. Gutierrez Sisneros; Dr. Patricia Trujillo; Dr. Ivan Lopez Hurtado, and Dr. Anthony Sena. Others present: Alfred Herrera, Annette Rodriguez, Sam LeDoux, Jake Arnold, Ardee Napolitano, Rio Grande Sun, Judge Alexandra Naranjo, John Denne, Photographer, Tim Crone, and Ethan Green.

II. APPROVAL OF AGENDA

Regent Garcia stated she would like to move Approval of the Tenure after the first item under Staff Reports. **Regent Powers moved for approval of Agenda as amended. Motion passed unanimously.**

III. APPROVAL OF MINUTES

Regent Powers moved for approval of the Minutes of February 26, 2015 as presented. Motion passed unanimously.

IV. SWEARING IN OF BOARD OF REGENTS

Regent Garcia introduced Judge Alexandra Naranjo to swear in the new Board members. Regent Garcia stated Judge Naranjo was a graduate from the College in Early Education and just became a Magistrate Judge. Judge Naranjo thanked the College for having her and stated it is an honor to congratulate the newest Regents. Judge Naranjo stated she graduated from the College and the opportunities the College gives the community are great. Regents DeHerrera and Martinez were sworn in by Judge Naranjo.

President Barceló stated this swearing in is a historical moment because this is this the first time the College has sworn in a Student Regent. This is a very special moment for the institution. President Barceló also welcomed Regent Damian Martinez and thanked Judge Naranjo for doing the swearing in. It is always wonderful to have graduates from the College back.

V. ELECTION OF OFFICERS

Regent Garcia stated since there are new Regents, the Board needs to elect new officers. Regent Powers stated with respect to the Office of Secretary, Treasurer or Secretary/Treasurer, he believes, after recalling the discussion at the same meeting a year ago, the two positions were separated into a Secretary and Treasurer. Regent Powers believes the ByLaws or the rules of the body may still reflect one person holding both positions and Regent Powers believes the Board of Regents needs to either go back to one person holding both positions as the ByLaws state or change the ByLaws to reflect two separate people. Regent Powers stated the Board of Regents needs to determine how it will proceed before officers are elected. Regent Powers stated he does not have a position one way or the other, although he believes the Board of the Regents needs to decide how it will be done. Regent Garcia asked for the wishes of the Board regarding this position. Regent Martinez stated if it is in the ByLaws that it is one position, it should be one position. Regent Garcia and Powers were in agreement. Regent Garcia stated it would be kept as stated in the ByLaws.

Regent Powers moved to nominate the current President for President. Regent Martinez seconded the nomination. Motion passed unanimously.

Regent Powers moved to nominate Regent Damian L. Martinez to the position of Vice President. Regent Garcia seconded the motion. Motion passed unanimously.

Regent Garcia moved to nominate Regent Powers in the position of Secretary/Treasurer. Motion seconded by Regent Damian L. Martinez. Motion passed unanimously.

Regent Garcia stated Melinda DeHerrera and Regent Donald Martinez will be Members of the Board of Regents.

VI. ASSIGNMENT OF COMMITTEE MEMBERS

Regent Garcia stated for the assignment of Committee Members, she would like to wait until the April 23, 2015 Board of Regents meeting. This will allow the new Regents to know exactly what the committees entail and they know exactly what work is necessary for the committees.

Regent Powers stated since he is the lone remaining Regent on the Audit/Finance/Facilities Committee, for the next month, he will continue to work with Vice President Sanchez on the financial matters and he will bring anything back to the Board of Regents at the next meeting. Regent Powers also invited any Regents to attend if they are interested in being part of this Committee to attend as long as there is not a quorum.

VII. COMMENTS FROM THE BOARD

Regent Garcia stated she would like to thank Regent Michael Branch and Regent Alfred Herrera for their service to Northern New Mexico College. Regent Garcia also congratulated the two new Regents and Regent Garcia stated she is excited about working with the Regents and thanked them for joining the Board.

Regent Garcia thanked Ryan Cordova, Athletic Director and Men's Basketball Coach for hosting a successful conference championship at the College. Regent Garcia stated it was amazing and exciting to see all the attendees from all over the country come to Espanola. Regent Garcia stated she knows Coach Cordova put in a lot of work and she again thanked Coach Cordova.

Regent Garcia thanked Senator Carlos Sisneros and Senator Richard Martinez for their support of the renaming of the College to University. The College is going to step back, reevaluate and try it again at a different avenue now that Regent Damian Martinez is on the Board and is aware of all the legal aspects, he can help the College on how it can be done and if it should be done or not.

Regent Damian Martinez stated he would like to thank everybody who is in Administration and on the Board of Regents who have reached out to him since December. Regent Martinez also thanked students and staff who have done the same. Regent Damian Martinez stated he appreciates it and there is nothing like Northern New Mexico.

Regent Martinez stated with respect to the name change, he would be more than happy to assist. The one thing Regent Martinez noticed is the website is inconsistent with the name change. If the institution is still a College, it should say College and then the institution can move forward and satisfy the people in Santa Fe that the College jumped through the correct hoops to change it to University and hopefully it could be done by next year.

Regent DeHerrera stated she would like to thank Senator Cisneros for being her sponsor. Regent DeHerrera stated she would also like to thank everyone along the way, Dr. Martinez, Mr. Serna, everyone who helped Regent DeHerrera through the ropes. Everyone has been a great help and this is like home for Regent DeHerrera and she thanked everyone for their support.

VII. PRESIDENT'S REPORT AND ANNOUNCEMENTS

President Barceló gave the Board of Regents a list of Commencement Week Events (attached). Commencement will take place on May 16, 2015 at 9:00AM in Eagle Gymnasium. The Board of Regents will be meeting in the gym ahead of time. Following Commencement will be the Annual Faculty Recognition Reception and following this event will take the Nursing Pinning Event.

President Barceló stated she wanted to echo President Garcia's comments regarding the tournament. It was an outstanding event that brought in so many people. The feedback received was that it was one of the best receptions they had received in a tournament. Ryan Cordova and his staff did a remarkable job putting Athletics on the national scene. There were over 2,000 people per game during the three day event. President Barceló stated one of the added features is that the new Cheerleading Director had all the elementary and middle school students cheering for the schools. It is important to know both the men's and women's teams were represented at the Tournament. Ryan Cordova was named Coach of the year for NAIA, Gabriel Martinez was named player of the year, he became an All American and he was placed on the All American Athletic Team. He has graduated and he has been an incredible role model and President Barceló hopes he will continue to be one and goes on to do great things. Eric Garcia was on the first team All-Conference and Amed Ali was on the second team All-Conference and Demetria Cichee was on the second team All-Conference team. The College has a lot to be proud of and Athletics has come a long way on a very small budget. It is amazing what they have been able to accomplish.

President Barceló stated there has been an increase in student retention. The College submitted a performance report to the Department of Finance & Administration (DFA) and the report shows a significant increase in student retention from the fall to the spring. The increase in retention exists among first time or full time freshman students. Last year the retention rate was 68% and this year 80%. This speaks to the incredible efforts the College is making in the area of academic advising in terms of the role the Faculty are playing and in terms of teaching. Things are changing at Northern for the better and these statistics are lies. The College is looking forward to more improvement.

IX. INTRODUCTIONS

None.

X. STUDENT SENATE PRESIDENT'S REPORT

Ricky Serna stated the Student Senate President may come later during the meeting as she has classes taking place during the time of the meeting. Regent Garcia asked that this Agenda item be moved to a later time on the Agenda for the next meeting.

VII. FACULTY REPORT

None.

IX. STAFF REPORTS

A. Provost and Vice President Report

1. Approval of Tenure

Dr. Pedro Martinez, Provost and Vice President for Academic Affairs stated he is requesting the Approval of Tenure be the first item in his report due to the fact the individual being presented has a class and has an invited speaker. Dr. Martinez stated it gives him pleasure to recommend Tenure for Dr. Patricia Marina Trujillo. The Faculty Handbook process was followed in general in the four areas used as criteria for determining Tenure. Dr. Trujillo's peers determined that she had met and exceeded the requirements in those areas. Personally, Dr. Martinez was impressed by her dossier as it was well organized and it provided the evidence in all areas. Dr. Martinez stated he is asking and recommending to the Board of Regents Tenure for Dr. Trujillo.

Regent Powers moved to approve Tenure for Dr. Trujillo. Motion seconded by Regent Damian Martinez. Motion passed.

Regent Garcia congratulated Dr. Trujillo and asked her if she would like to say a few words. Dr. Trujillo stated she would like to thank everyone. Dr. Trujillo is honored and she stated she was born and raised in the Espanola Valley and went off and studied in Nebraska, Texas and Las Cruces and was able to return. Dr. Trujillo stated it is with great pride that she is able to serve her home community, especially at the time of growth for the institution. At a time when institutions are closing all over the country, the College is building. Dr. Trujillo is happy to be part of the process and she hopes to continue to serve the community. Dr. Trujillo thanked her family and her beloved colleagues for working together.

President Barceló asked Dr. Trujillo to talk about what she teaches at the College. Dr. Trujillo stated her Ph.D. is U.S. Latino and Latina Studies from the University of Texas in San Antonio. Dr. Trujillo teaches Chicano and Chicana Studies, in the Pueblo Indian Studies Program and Writing and Literature Courses. Dr. Trujillo has also had the honor for the last four semesters to teach one of the First Year Experience Courses which is titled Northern New Mexico History and Culture. It has been a great honor to work with the freshman level students to help get them that strong foundation they need to succeed. Regent Garcia thanked Dr. Trujillo and stated she is one of the College's shining stars.

2. AQIP Report and other Academic Initiatives

Dr. Martinez introduced Carmella Sanchez, Director of Institutional Research who presented the AQIP Update to the Board of Regents (attached). Ms. Sanchez stated the College is a member of the Higher Learning Commission (HLC) and under the HLC, the Self Study is the Systems Portfolio. It is the College's living document and divided into nine categories which cover all areas of the College. The Systems Portfolio was submitted in 2013 and now in 2015. The College will post a new Systems Portfolio and all categories will be updated. There are nine category teams and nine category champions who will lead the categories. The goal is to have a final draft ready for the Board of Regents to review at the May Board of Regent Meeting and the document will then be posted in June, 2015. The HLC is coming to the College in 2016 and they will identify 8-12 items in the systems portfolio they want to verify or clarify. They use the most recent systems portfolio that is posted on the website. Because so much activity has happened since 2013, the College wants to be sure it has the most recent material.

President Barceló asked Ms. Sanchez to share with the Board of Regents the description of all categories. Regent Garcia also asked that Ms. Sanchez explain to the Board of Regents what the College is doing with AQIP and what exactly it is.

Ms. Sanchez stated the College is members of the North Central Higher Learning Commission who is based in Chicago. There are 27 institutions in AQIP and under the accreditation there are three models institutions can be accredited under: (1) open pathways model; (2) standard pathways model; and (3) AQIP model. The College is under the AQIP model which is a strenuous quality improvement program. AQIP has divided up the functions of the institution into nine categories and each of the nine categories help to provide an overview of how things function. The College has to answer 114 questions pertaining to the nine categories.

Dr. Martinez stated he would like to add a historical background. The nation is divided into regions and there are six accreditation agencies that the Federal Government has recognized through the Department of Education. The importance of this is those accreditation agencies are given the charge to look into the institutions and make sure what they claim we do with students is validated through a system of portfolios and standards. It takes a great deal of coordination. It is not someone writing a report. It is being able to coordinate all the members of the community, not only academics but also human resources, budgeting, and support services. The College must be able to address and give the charge that indeed each of those units are like parts in a machine, fine tune and are working together and continue to progress. The outcome of the accreditation process is the validation that the College has provided students with a quality of education that our nation and our taxpayers deserve.

Ms. Sanchez stated the document is evaluated by peer reviewers and they do give the College a list of feedback. Ms. Sanchez stated also simultaneously, the College is charged with having three action projects open at any given time. The three action projects are: (1) Webpage upkeep; (2) Professional Development; and (3) Strengthening Assessment.

3. Approval of Out of Country Travel to Canada – Sarah O'Brien

Dr. Martinez introduced Dr. Joaquin Vila, Dean, College of Engineering to present the request. Dr. Vila introduced Dr. Sarah O'Brien. Dr. O'Brien has been with the College since July of 2014 and is the Director of the AVANCE Grant. This project directly focuses on the needs of linguistically and culturally diverse learners in the area. The College engages in promoting in-service training for school teachers and the College has worked over the last six or seven months in establishing connections to the school districts and bridging communication channels with the Superintendents in the area. As part of Dr. O'Brien's efforts she

has research that has been accepted for publication and presentation and the College would like to support her effort as an example of the sort of work the faculty is doing.

Dr. O'Brien thanked the Board of Regents for taking the time to consider her request for support for attendance at the Canadian Irish Studies Conference. This is a very prestigious conference and she is honored to be invited. Dr. O'Brien has just received notice that her first book "Conversations with the Irish in Argentina" has been accepted for publication by Clark University Press. This conference would provide a great launching pad for Dr. O'Brien. Dr. O'Brien is also co-editing a publishing with an Irish author. Dr. O'Brien presented an overview of the conference for the Board of Regents (attached). Dr. O'Brien sees this conference as a great potential to attract attention to the work being done at the College and other opportunities for collaboration with other Universities.

Regent Garcia stated it is the responsibility of the Board of Regents to allow out of country travel. Regent Garcia asked for the wishes of the Board. Regent Powers stated he believes there is a lot of applications for this in Northern New Mexico, there are a lot of Irish immigrants here and Regent Powers believes it is a great program and it is wonderful to have a faculty member of this caliber. The College and the Board of Regents should do what it can to promote the College outside of the area and hopefully develop some relationships and potentially attract some additional high quality members. President Barceló stated she would like to echo what Regent Powers said. There is a new vitality in the College of Education that began with the new leadership of the Dean but also the faculty who are there are bringing the kinds of knowledge and excitement and research that President Barceló believes can only benefit students in the long run. Dr. O'Brien's presentation reflects all the members of the faculty in the College under the strong leadership of Dr. Vila.

Regent Powers moved to approve the out of country travel. Motion passed unanimously.

4. Approval of Bachelor in Electromechanical Engineering Technology

Dr. Martinez introduced Dr. Ivan Lopez Hurtado, Dean, College of Engineering and Technology. Dr. Martinez stated the Board of Regents was provided a report in terms of the goals and objectives as well as a comprehensive plan for that particular academic program (attached). Dr. Lopez Hurtado stated last month the Board of Regents provided Dr. Lopez Hurtado with the opportunity to present the new idea, the Bachelor of Engineering in Electromechanical Engineering Technology. Dr. Lopez Hurtado stated the idea is to take the Mechanical Engineering Program the College has and provide the name it deserves because that program is at the curriculum level that is a blend of Electrical Engineering and Mechanical Engineering. Dr. Lopez Hurtado stated he is requesting approval from the Board of Regents. If Dr. Lopez Hurtado receives approval, he will then submit the proposal to the Higher Education Department (HED) and then to the HLC and if everything goes smooth; the College will be able to offer this program to the new students in the fall of 2015. Dr. Lopez Hurtado stated the process has to run through the internal processes which have passed (Curriculum Committee, Education Policy, Faculty Senate, Provost Office, and President's Office).

Regent Damian Martinez asked if any other College or University in the State that offers this degree. Dr. Lopez Hurtado stated there are not any others and that is one of the reasons the College articulated this in this way because the College is going to be unique. It is going to provide the College with a competitive advantage over the others. Regent Damian Martinez asked how many students would be transferring over into this particular program who are currently students within the College. Dr. Lopez Hurtado stated right now the College has around 20 students in the Mechanical Engineering who have expressed willingness to change to this new degree. One of the big advantages of this new degree is that it offers 15 electives at the lower division. Why this matters is because this really opens doors. Any student that is graduating with an Associate Degree from the Community Colleges either in Pre-Engineering, Electrical Technology or Drafting is going to be eligible to enter this program without the need to repeat courses. This is something

that no other program is offering in the State. Dr. Lopez has had conversations with Highlands and UNM Los Alamos and they have issues when they are transferring students to UNM Main Campus because current programs in New Mexico in Engineering are very traditional, very theoretical, they are not really hands and the College is focusing the programs in providing industrial certifications that the jobs are asking for right now. Dr. Lopez Hurtado stated in this sense, he is hoping the College will be getting students from UNM Los Alamos, UNM Taos and Santa Fe Community College. Dr. Lopez Hurtado has high hopes for this program because just three weeks ago, the College hosted an event in Robotics and the College got 240 students from this region participating in the event. This is a problem that is going to be addressing the needs and desires of these students.

Dr. Martinez stated he wanted to add that when he was officially hired on July 1, 2014, one of the charges from President Barceló was to be able to conceptualize a way the students could continue a trajectory of being able to complete their degrees. Part of the strategies behind the scenes is to be able to connect the Associate Degree to a Bachelor's Degree to allow students to continue. If they stop, they will be able to climb back in and be able to get to the final destination. This is the basic concept behind the idea of aligning the Associate's Degrees as Dr. Lopez Hurtado has described with the Bachelor's Degrees.

Regent Damian Martinez asked what the exact name of the degree would be. Dr. Lopez Hurtado stated Bachelor of Engineering in Electromechanical Engineering Technology. Dr. Lopez Hurtado stated it is very important to note the work of Engineering Technology because ABET is the accreditation body for engineering programs in the nation. They have two divisions (1) traditional engineering programs; and (2) engineering technology programs. The current program in Information Technology, the one that is ABET accredited is an Engineering Technology Program and it matters because there is a huge difference. The normal Engineering Program is going to prepare the student more towards a Master's or a Ph.D. and it is very theoretical. The Engineering Technology is going to prepare the student for the jobs. This does not mean if the student wants to go for a Master's the doors are going to be closed. Engineering Technology is preparing the student with industrial certifications for the jobs that are out there.

Regent DeHerrera asked if the curriculum is going to be the same as Mechanical Engineering but more hands on. Dr. Lopez Hurtado stated there are some differences, 80% of the curriculum is very similar to the Mechanical Engineering but because it is a different name, the accreditation agency defines different student learning outcomes. For example, there are some elements in Robotics, some elements in Manufacturing and Automation that the College did not have in Mechanical Engineering. However, the core in Solar Energy is going to remain. There were questions around campus if the College is terminating the Solar Program. The College is not, this program still contains the Solar Engineering concentration.

Regent Damian Martinez asked if the College would be able to partner up with any industry in New Mexico with this type of degree such as Sandia or Los Alamos. Dr. Lopez Hurtado stated this is exactly what the College is working on. The College is much more focused in doing the partnerships with the Community Colleges to make sure their students know that there is an opportunity. The College also has an Advisory Committee. There is no way to present a new program without having an Industrial Advisory Committee. The College has 2 members from Los Alamos National Labs and one CEO from a German Company and retired Scientists and Engineers.

Regent Powers asked Dr. Lopez Hurtado for some other ideas on where students who graduate from this program would end up going for careers. Dr. Lopez Hurtado stated if he runs a search on jobs, the main two jobs in Engineering are going to be Mechanical Engineering and Electrical Engineering. There are jobs related to design, jobs related to maintenance, sales, what type of industry, everything from the fence to solar energy. The College is partnering with some nonprofit organizations in the region that are developing low cost, low tech solar capabilities. The College's programs have 100% placement. Every student who has

graduated from the College's programs has a job. Los Alamos is the main employer, 80% of the students work for Los Alamos and the others for the State of New Mexico or Jemez Electric Company. The jobs are very diverse and there is a lot of industry related to the fence in Albuquerque and these industries will be looking for the students. Nationwide there is a high need for Engineers and the College knows the students want to stay here but there are opportunities in the entire country. Dr. Lopez Hurtado always tells students to see the potential, if they see the faculty members they have in Engineering, you will see they are foreign nationals and that should tell students in a time where there is a lot of employment, still there are areas that require foreign national talent because the country is not producing enough Engineers. Engineering is the best profession in terms of salaries and Dr. Lopez Hurtado believes this is going to be very important for students. Recent graduates are getting salaries of around \$65,000-\$70,000 per year.

Regent Damian Martinez asked if there is going to be an initial cost to set up the new degree. Dr. Lopez Hurtado stated currently the faculty that is serving the other two programs, Mechanical Engineering and Information Technology is the same faculty that is going to be serving the new program. The College has a new building (2 years old) and it has the space needed to run the labs. Dr. Lopez Hurtado foresees in the next couple of years that the College will require an investment in new labs that would calculate approximately \$150,000. Typically the Grants are out there for the labs. Engineering has not relied for 7 years on institutional funding (I&G) to get the labs. There are many grants that are willing to provide equipment.

Regent Damian Martinez asked if Engineering would not get the Grants, could the \$150,000 be phased in over several years. Dr. Lopez Hurtado stated this money that is needed is to have state of the art in terms of teaching. Dr. Lopez Hurtado feels comfortable and he has been discussing with faculty that with the current equipment, Engineering is able to satisfy the 20 student learning outcomes that the accreditation is demanding. Engineering can satisfy those right now but the goal is to provide state of the art. If the money is not received, the education of the students is not going to be satisfied, in terms of the student learning outcomes; they are still going to learn what they need to learn but maybe they are not going to be exposed to the most current technology.

Dr. Lopez Hurtado stated the College has just submitted the Carl Perkins Grant which is a \$100,000 Grant that is split between two programs (1) Project Management and Information Technology within the College of Business Administration; and (2) College of Engineering and Technology. This \$50,000 is part of the \$150,000 that the Engineering Department needs. The good news is the College has received this Grant for 14 years in a row so in terms of chances, Dr. Lopez Hurtado believes there is a good opportunity on getting this funding and this will cover what he is discussing. Dr. Lopez Hurtado stated the College also discovered the State of New Mexico increased the current allocation in Carl Perkins. The College received a Grant last July, it was a Grant of \$32,000 and the College discovered at the end of last year they increased the allocation to \$175,000 so this is \$25,000 extra which will be split between: (1) Nursing; and (2) Engineering.

Regent DeHerrera stated as an IT student it is totally different to be hands as opposed to having the teaching and book part of it. The labs are needed because when you go out into the real world you don't have that experience with hands on.

Dr. Lopez Hurtado stated students are coming to the College with a low background in math. Having a traditional Engineering Program here is not good because students do not come with the appropriate level to face the entry level course in math for Engineers that is Calculus I. Many times students are behind in Calculus I, so having a hands-on program here allows the student to start learning through hands on in parallel with the math. At some point they realize the math is important but they can do this in parallel not as a bottleneck. In Engineering you start with the math, if you cannot do the math, you are out of the program. In this case, the way Engineering is proposing the curriculum is going to run parallel. The students

are going to start doing Engineering, basics in Engineering and hands on the same time they are learning the Math. Dr. Lopez Hurtado stated the College will be able to address retention with this new program.

Dr. Lopez Hurtado stated the College is very proud that the percentage of students in Engineering is 32%. The national average for Engineering Programs is between 18% and 21%. The College has 32% and Dr. Lopez Hurtado is proud to say 30% or 40% of those female students are single moms. When you see them succeeding and graduating it makes the College very proud. Dr. Lopez Hurtado believes the College is serving the community.

Regent Powers moved for approval of the Bachelor in Electromechanical Engineering Technology. Motion passed.

The Board of Regents recessed at 10:08AM and was called back to order at 10:21AM.

B. Vice President for Finance & Administration

1. Approval of Fiscal Watch

Domingo Sanchez, Vice President for Finance and Administration reviewed the Fiscal Watch Reports (attached). Mr. Sanchez explained the reports for the new Regents so they will get a sense of what is done. Mr. Sanchez stated there is an Audit/Finance/Facilities Committee Meeting each month. In this meeting, the College prepares Fiscal Watch Reports for the Institution and Budget Adjustment Requests (BARs). Mr. Sanchez stated the Fiscal Watch Reports that are presented to the Board of Regents each month are a reflection of the financial position of the institution, all funds included. The Higher Education Department (HED) requires the College to provide the Fiscal Watch Reports on a quarterly basis. The College prepares them on a monthly basis. The reason for this is because the College wants to make sure the Board of Regents is fully informed about what the overall picture of the financial institution is each month, not just on a quarterly basis. In terms of the fiscal watch reports, there are four primary reports that are submitted each month and they are prescribed by HED. The reports required by HED are only updated if the College submits a BAR to HED and if they approve it and until they approve it which could take two or three months as it has in the past. HED requires the College to submit a BAR at mid-year, in December and with the Operating Budget. HED requires the College to submit two BARs a year. The Board of Regents wanted up to date information and did not want to hear about them twice a year, therefore Mr. Sanchez provides Fiscal Watch Reports monthly. BARs are done on a daily basis to the extent they are required and that is what the Fiscal Watch Reports in those formats provide the Board. Those Fiscal Watch Reports were a reflection or compilation of all the financial funds within the institutions. The College then breaks those down into "pots" (i.e., 11 Funds, 12 Funds, Grants, Financial Aid, etc.). This is broken out because it is better to provide the Board of Regents a breakdown of each of the buckets that add up to the Fiscal Watch Report to get a sense of whether they are doing well or not.

The reason this became a real issue for the Board of Regents was because the auxiliaries were doing terrible. The College was losing quite a bit of money on the auxiliaries if the College focused attention on, it could help stop the bleeding of I&G dollars. Capital Projects at the College, historically, had seen a lot of overspending in them which has been cleared up in the auditing process. There was in Mr. Sanchez view an interest in knowing not just the big fiscal watch picture but also the different finance areas the College might be losing money on. The College should be watching all areas of the spending because if any of those other buckets are losing money (i.e., auxiliaries, grants, financial aid or capital projects), it has to come out of I&G operation. This is why it is so important the College manage all the pieces and that the College looks at the different pieces with the Board of Regents. This will give the Board of Regents a better sense of what is going on behind the fiscal watch reports which are an accumulation of everything.

Mr. Sanchez stated that the Budget Adjustment Requests (BARs) are required by law and the College is required to have budget authorization before it can spend a dollar. The College is constantly revisiting and adjusting the limits amongst all the different funds that are managed at the institution. The College must ensure if people are spending, the College has the money to back it up. This is extremely important on the I&G portion of the operation of the institution. This is where most of the opportunity to lose money exists is why the College looks at operational budgets so closely. A lot of these reports have evolved, especially over the last four years. The Board of Regents has wanted the College to take a real hard look at finances and the College continues to refine the reports. As the College is moving forward with the new Board of Regents, if they think would like to see anything else. Mr. Sanchez stated in Audit/Finance/Facilities meeting a lot of detail is discussed and there are a lot of issues. The College tries to make sure those in attendance have a sense of what those numbers are. Mr. Sanchez stated the Board of Regents will see the College bring BARs to the Board of Regents that are increasing the budget, decreasing the budget, that are initial budgets or if the College transfers money out of one department or a function into another. For these four types of BARs, the College will bring them to the Board of Regents so the Board of Regents has the opportunity to express any concerns or comments or just so the Board of Regents can see what the College is doing with the finances of the institution. Other BARs which are net zero or fixing of line items, Mr. Sanchez will sign off on. These BARs do not rise to the level that need to be brought to the Board of Regents as they only allow the departments to manage within the dollars they receive in their operating budget.

Regent Powers asked if in the current practices, is the College going beyond what it is required to do. Mr. Sanchez stated the College is in terms of what is required by HED and DFA. Mr. Sanchez stated he believes the College needs to because it does not just manage finances on a quarterly basis, not even on a monthly basis but on a daily basis too. This is why, to the extent the College needs to talk to the finance people about fixing or moving money, the College requires it be done before issuing a requisition or purchase order. The College does a little more. Regarding the BARs, the College is probably a bit more formalized in the way it manages its budget compared to other institutions. The College was in a position (about four years ago) where the Board of Regents had some major concerns about transparency and some major concerns about what was really happening with the finances. There were a lot of concerns about the budget and the audits. The College has put all these tools in place needed to manage the finances; the College has the staff it needs that understands the different pieces. Mr. Sanchez also stated that just because all these things are in place it does not mean it is perfect, it means the tools and the people are in place to manage the resources and the College and we to the best we can do in the resources and time constraints we are given.

Mr. Sanchez reviewed the Fiscal Watch Reports (attached). These reports will give the Board of Regents an overview of the current month ending and what was done as of last year. Mr. Sanchez reviewed the 11 Funds - Current Unrestricted Funds. This is the fund, if the other areas get overspent; this fund has to pick up the difference. Mr. Sanchez stated last year at this time, the College brought in \$11.9M and this year approximately \$11.5M, last year the College spent \$9.8M and this year \$9.2M. The College has watched expenditures and brought these down. Last year at this time, the College had transferred out to all the different areas on the institution \$715,000 to fix things that were being done as the year was going on and this year the net is about \$555,000. Last year the net assets at the end of February were at \$1.4M and this year they are at \$1.6M. Mr. Sanchez stated this should be pointed because in terms of managing resources, the College is doing it; it is a struggle and a work in progress. Last year the negative fund balance was at -\$1M and this year it was -\$1.86M. The College knew there was going to be a lot of write offs or over-expenditure of capital projects the College was going to get hit with this year. The ending funding balance at this time last year was \$408,000 and this year the College is at -\$188,000. Mr. Sanchez stated as the Colleges gets further into the year, it expects because it started at a -\$1.8M that the College is going to bring it down by approximately \$1M. This is because the College has pulled back on expenditures throughout the College and it will make up close to \$1M and the numbers support this.

Mr. Sanchez reviewed the 12 Funds - Current Unrestricted Funds Designated - Auxiliary. These funds are the Bookstore, Food Services and also Athletics. The College treats a lot of what goes on in Athletics like an auxiliary because they have to go out and do a lot of fundraising, they have to go out and do concessions. There are a number of things the College started focusing on in the Athletic Department to generate more revenues. Otherwise, they get an appropriation, the College gives them some transfer and the College's thought is they have to do their part and they do a good job of the auxiliary portion of their activities (camps, concession, renting out the gym). With the success Athletics has had in the last two years, especially in terms of their record and getting second this year, this has helped in terms of what Athletics is bringing in, especially with the National Tournament taking place at the College.

Mr. Sanchez stated in the 12 Funds last year the College generated \$966,000 in revenue and this year \$902,000, last year the College spend \$1.3M and this year \$1.2M, last year the College had net transfers in of \$265,000 and this year \$198,000. In terms of where the fund balances are, last year -\$351,000 and this year \$39,000. Mr. Powers stated to reiterate if the College ends the year with a negative balance with one of these auxiliaries, the College has to zero it out. Regent Powers asked where this money would come from. Mr. Sanchez stated it would come from the operational fund. This is why the College has to be very careful. Regent Powers stated this was some of the problems that existed prior to four years ago where some of the auxiliary funds were ending up the year in a negative position instead of zeroing those out and associating that cost back to the operational fund, it was not done and this is one of the reasons why the fund balance was not accurately stated. Mr. Sanchez stated this is correct and when the College says there were auxiliaries in the negative, there were quite a few of them and the College did away with a number of programs. The College was criticized for it and it has to make the tough calls.

President Barceló stated for the benefit of the audience what is meant by Operating. President Barceló stated from what she understands over 70% of operations is staff salaries. Mr. Sanchez stated it is higher. President Barceló stated what the College draws from operational when making the corrections to the programs, after a while it starts affecting the staff and faculty. Those are the tough decisions the College has to make. Mr. Sanchez stated this is absolutely the case - robbing Peter to pay Paul. The College's purpose is to provide an education to the students and the community it serves. The auxiliary activities, if they cannot operate an auxiliary that is profitable, cause the College to take money out of the areas that the College's purpose in life is intended to be, to provide an education to students and community.

Mr. Sanchez reviewed the Grants. He stated they do not concern him as much but it does not mean he does not get concerned about them in terms of buckets. The reason this is said because with Grants it is money in and money out. If the College spends it, it gets reimbursed for it, it is fine. If the College is not watching or managing Grants properly and if the College has unallowable expenses, they are going to come out of operations. This is why this is just as important as all the other buckets. In Grants, Mr. Sanchez stated last year the College had \$2.7M in revenue and this year \$2.4M, last year the College spent \$2.7M and is now at \$2.3. In transfers going in and out, last year \$81,000, this year \$58,000 which is associated with the indirect the College gets from these. The College relies heavily on the Grants and it needs to spend the Grants. The Grants generate administrative overhead for the College, not all of them; some have a prohibition of any money being used for anything but what the Grant is given for. Others will let the College tack on an administrative, indirect cost fee, and the institution does have a formal indirect cost fee, 30%, that is allowed on some Grants. Last year Grants were at a negative fund balance of \$53,000 and this year \$84,000, this should be close to zero or a little above, this looks fine.

Mr. Sanchez reviewed Student Aid; these are all the financial aid assistance the College gives to students. Last year the College had \$4.6M, this year \$3.5M. This is not a surprise because enrollment has dropped and these numbers continue to come down. Last year the College had expenses \$4.8M and this year \$4M, transfers net last year \$18,000, this year \$200,000. If you look at the bottom line number last year the

College was \$37,000 and this year -\$73,000. Regent Powers stated he noticed there is a pretty steep decline from the beginning of the month to the end of the month, from a positive to a negative. Regent Powers asked if this was an indication of just some timing issues in terms of reimbursements or is this something expected to hold true going forward for the rest of the year. Alex Williams stated it is timing.

Mr. Sanchez reviewed the Plant Funds which is made up of special appropriations, Building Renewal and Replacement (BR&R) and Equipment Renewal and Replacement (ER&R). This is the area that has hurt the College's financial position the most in Mr. Sanchez view because the College wrote off so many over-expenditures going back many years. It took the College three years to go through all the paperwork, decipher it and work with the auditors and the College wrote off quite a bit last year and at the end of FY14, the College wrote off what was left of it. This is why it is so important to watch the Capital Projects because those are big dollars. Going forward if the College gets a Capital Project and the College sees it is going to be an issue, the College is going to go back to say it needs a little help to finish it off. Mr. Sanchez stated he has no interest in seeing the College choke on some of the numbers because they are so big. Mr. Sanchez stated last year the College brought in revenue of \$874,000 and this year \$176,000, expenditures were \$1M last year and this year \$256,000, transfers were \$504,000 last year and \$371,000 this year. Last year the College had an ending fund balance of \$326,000, this year \$291,000. The big reason for the differences in the revenues and the differences in the expenditures, revenues were higher last year, expenditures were higher last year and this they are down. Essentially, last year the College was at the end of using what money it had left. There are some monies the College just got approvals for in the January timeframe and with the Legislative Process the College has not yet rolled out some of the monies that will be spent this year on what is left of the older Capital Projects. There is not a lot of money left - approximately \$500,000 which were old appropriations that were not approved in the current fiscal year. The one in the fiscal year that got approved in November by the voters is \$2M. The College is already getting estimates of how it wants to use the \$2M and it is hoping to take it to HED in April or May for approval. After that it would have to be approved by the Board of Finance. This money will go quick because it is infrastructure (parking lots, repaving surfaces, heating, cooling, bathrooms). The College had a little less than \$500,000 in Capital Outlay this year and it was left off the table in the eleventh hour. The College was hoping to use it on a lot more fixes on the Montoya Building and to work on classroom spaces and bathrooms.

Mr. Sanchez reviewed the Fiscal Watch Reports (attached). Mr. Sanchez stated the College always looks at the cash in these reports. The College has \$1.1M this year, this does not mean the College is in the money, it just means the College has cash at the end of the month and it is paying bills. When Mr. Sanchez first started at the College, the College struggled to pay the bills and it was very stressful for everyone. The College put a lot of things in place to manage resources and the College has done it. As the year goes on, the cash will continue to come down. The Fund Balance will start to go negative.

Mr. Sanchez reviewed (page 125) which gives a summary of the monies going in and the monies going out, their sources and uses. Mr. Sanchez reviewed (page 126) which is all the same numbers but they required under this format required by HED. Mr. Sanchez stated this is the report the Board of Regents asked the College to create. The center column "Revised Budget Internal Only" is a number kept day to day and when the College is doing the reports it is put in there, regardless of whether or not HED has approved it. The College wants to make sure the Board of Regents knows where the College is at any point in time. In this the adjusted budget \$30,540 in revenue and the College has brought in \$18M for the year so far. The College has \$1,707,000 negative beginning balance, this is all the funds and some of the other funds have positive numbers. Looking at how much is available, the College has \$28.8M available in authorization to spend and it has spent \$16M so far. The ending fund balance the College was showing it would have a negative \$1.7M budget; right now the College is at \$213,000 actual. This number will come down between now and at the end of the year and if the College meets the estimate it will go down to negative \$800,000 by the end of the

year. For Capital Projects, the College had \$176,000 and year to date the budget is \$3M, expenditures are \$256,000 year to date, internal the budget is \$3.6M. It will start picking up now that it gets going.

2. Approval of Budget Adjustment Requests (BARs)

Mr. Sanchez stated regarding the BARs presented are all the BARs that are done year to date. The College provides the Board of Regents of everything done so they can see the College has done 352 BARs. Previously, the College would only do two BARs if the College got to them. The level of activity is much more active than what has been seen historically. BARs will include a budget increase, budget decrease, transfer or initial budget. Of the 12 BARs provided, 4 are related to restricted funds and 8 are related to unrestricted funds. Mr. Sanchez stated budgets would be decreased for different reasons, one being, the money did not come in. The most common decrease and increase in budgets is because of Grants. The College will take an estimate in preparing the Operating Budget for what all the Grants are going to be in terms of carry over or what the College believes it will get for the next year. Alignments are done depending on what is actually received.

Regent DeHerrera asked what the fiscal year is from and to. Mr. Sanchez stated the fiscal year starts July 1 and ends June 30. Mr. Sanchez stated the College also has to deal with the Federal Fiscal Year. Their fiscal year starts October 1 and ends September 30. That is why there is a timing issue of the Grants and why the College comes to the Board of Regents in September and October. The College is guessing to some degree and then it is verifying based on the award and truing those numbers.

Regent Powers moved for approval of the Fiscal Watch Reports as presented. Motion passed unanimously.

Regent Damian Martinez moved for approval of the BARs as presented. Motion passed unanimously.

C. Vice President for Advancement

1. Legislative Update

Mr. Serna as the Board of Regents is aware, the Legislative Session ended on Saturday, March 21, 2015. Over the course of the 60 days there were a number of changes in the funding recommendations for all State entities, including institutions of higher education. Initially, as is customary, at the start of the session, the Legislative Finance Committee (LFC) and the Department of Finance & Administration (DFA) provided all state funded institutions their recommendations for FY16. Mr. Serna provided the Board of Regents a list with the evolution of the recommendations for institutions of higher education (attached). What essentially happened at the commencement of the session, the College along with representatives of the Council of University Presidents (CUP) supported publicly the recommendation of the LFC which not only had increased the amount of new funding going into higher education but it also decreased the at risk funding percentages that were being applied to the funding formula. The LFC recommendation for the College for FY16 also included some additional RPSP funding that the College had recommended about eight or nine months ago for student success programs and the LFC recommendation also included a \$50,000 increase to Athletics along with level funding for all the College's additional RPSP programs. The initial stop for the FY16 budget took place at the House Appropriations Finance Committee. Once the session began, the House Appropriations Finance Committee adopted the executive recommendation not the LFC recommendation which was something that was anticipated given the change in leadership on the House side. After the House Appropriations Finance Committee adopted the executive recommendation the budget became what is called the Senate substitute for House Bill 2. The Senate Finance Committee then made recommendations and they essentially adopted the executive recommendation for the funding formula. At

this point the Senate was concerned with revenue projections for the entire State of New Mexico. By the time the budget reached the Senate side, they were playing with approximately \$10M that they could use to increase the House Bill 2 Substitution. They made some changes and the Senate Finance Committee reduced the Athletics appropriation from \$50,000 to \$13,000 and then the adoption of the executive recommendation for the funding formula left the College with a negative \$108,000 for FY16. The net impact is about a negative \$90,000 for FY16. This is the Bill that left the Senate that is on the Governor's desk for approval. Mr. Serna noted that all of the cuts and all of the gains as the budget made its way, remained the same for all the institutions for the most part. The executive recommendation was a decrease in funding across the board for higher education, the LFC recommendation was an increase in funding across the board to all institutions. At the end of the day, the compromise was the executive funding formula was what made it out of the Senate and some Senate amendments that for the most part increased Athletic and RPSP funding.

Mr. Serna stated in addition to tracking all the expenditures, the College along with every other state agency and institution of higher education was slated to receive Capital Outlay funding through severance tax bonds. There was major controversy over the final revisions that were being made to the severance tax bond bill sponsored by Senator Cisneros. Ultimately, there was not a consensus between the Senate and the House on what those revisions were going to look like. That Bill was not passed and along with that went \$264M Capital Outlay expenditures for the State of New Mexico. Rolled into that were all the Capital Projects for all institutions of higher education. For the College it was \$500,000 of Capital Outlay. This is a major deal for the entire State because of that \$264M the bulk of that goes to contracting local vendors throughout the State to do this kind of work. This is also a major economic impact for the entire state.

Mr. Serna stated this year; the College did not introduce any legislation aside from Senate Bill 603 which was the Statute Change for Common Convenience/Name Reference in changing Northern New Mexico College to Northern New Mexico University. This Bill did not make it out of the session. It needed to be heard on the Senate floor and then was going to be referred to the House and then referred to some committees before it made it on the House Floor. None of this happened. Senator Cisneros has already indicated that he is prepared to introduce that Bill again. This was the only piece of legislation the College was tracking. Several other Bills were tracked along with CUP including changes to IPRA laws, Whistleblower Protection Laws, and changes to the Lottery Scholarship did not make it. The College will continue to work with CUP on contributing towards a position on these things.

2. Audit/Finance/Facilities Committee Description
3. Academic Affairs and Student Affairs Committee Description

Mr. Serna stated presented the Board of Regents with the Standing Committees Handout (attached). This is a compilation of the three Standing Committees the Board of Regents has adopted over time. Mr. Serna provided them to the Board of Regents as a background for the April Committee Assignments. These have all been adopted by the Board of Regents. Mr. Serna stated there has been concern expressed about these Committees. Mr. Serna stated these Committees not only exist at almost every other public institution in the universe, but they are models recommended by the Association of Governing Boards (AGB) which is a statewide collaborative of Boards and Regents from public and private institutions from all over the United States. The College has used their literature and their models as guiding principles for the establishment of these Charters. Mr. Serna stated all the Committees require a Chair that is a Regent. None of the Committees have the power, ability or authority to take any action on behalf of the Board of Regents. They are consultative in nature and are responsible for making recommendations only. At any point, any of these Committees will assemble with a quorum; they will all be open to the public. Regent Damian Martinez stated that each one of these Boards, to assuage any concerns people may have, take direction from the entire Board of Regents. For example, Academic Affairs, if the Board of Regents wants that particular committee

to look into something, then that Committee will go get the information and bring it back to the Board of Regents. Mr. Serna stated this is correct and at the same time they will have some ongoing responsibilities that the Board of Regents has agreed in approving the Charter should be looked at on a regular basis such as academic performance of programs, etc. There will be some standing work in addition to other directives as prescribed by the Board of Regents. Regent Damian Martinez stated he would like to make it clear as he knows there are people in the community that have concerns that these standing Committees may be in essence circumventing the Board of Regents. This is not what these are about at all. Mr. Serna stated that is correct. Not only are they not circumventing the Board of Regents but they are not circumventing the policies and procedures that are in place to protect academic freedom, the rights of employees and staff and faculty, etc. They are aimed at allowing members of the Board of Regents to assess the effectiveness of the institution in these three different areas. Regent Garcia stated not only do other institutions have the Committee structure so do governmental entities.

Regent DeHerrera asked how long the Committees for. Mr. Serna stated the Committees are standing in the sense that they exist perpetually until the Board of Regents chooses to change them. Either existence or elements of the Committees altogether or the term of the Regent themselves.

XIII. OLD BUSINESS

None

XIV. PUBLIC INPUT

Regent Garcia stated after the Public Input, the Board of Regents cannot address what is said. Regent Garcia called Samuel LeDoux for public input and notified Mr. LeDoux that he had two minutes to address the Board of Regents. Mr. LeDoux stated he is at the Board of Regents to address the Academic and Student Affairs Committee. Mr. LeDoux believes this Committee has far too much influence over the Board of Regents. Some of the reasons why are:

1. Mr. LeDoux believes that there is less of the influence of the power from the Board of Regents, Student Senate, Faculty Senate, and the people of New Mexico who voted the Governor to approve said Board.
2. Mr. LeDoux believes it lacks representation of proof of bodies such as the Student Senate and the Faculty Senate.
3. Mr. LeDoux is also concerned about an unspecified member at large that can be at risk to political influence and stuff that Boards of this nature tend to have issues within the State of New Mexico.
4. Mr. LeDoux stated the only party he has seen that gains power by the formation of this Committee is the Administration of the College.

Mr. LeDoux reminded the Board of Regents although bad things can happen with this Committee that may not happen under the Board of Regents. These decisions could affect the College over 100 years. Committees like this are often hard to appeal and Mr. LeDoux understands the purpose of this Committee is to increase input on critical issues related to the school.

Mr. LeDoux proposed the following alternatives:

1. Add Public Comment before the vote of each action item allowing interested parties to state their opinion to better be informed of the process. This also allows Regents to remember the voice of the people before their vote.
2. Allow remote testimony. Many students and interested parties may have difficulty getting to a Board of Regents Meeting and this will allow people to voice their opinion without actually having to attend the meeting.
3. Livestream and record the Regent Meetings on video. Santa Fe Community College already does this and it provides better transparency for the Board of Regents.

Regent Powers asked for a copy of Mr. LeDoux statement. Regent Garcia asked Mr. LeDoux to send the Board of Regents a copy of his statement.

XI. EXECUTIVE SESSION

Regent Powers moved to enter into Executive Session pursuant to

- (1) Limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, or investigation or consideration of complaints or charges against an employee;**
- (2) Bargaining strategy preliminary to collective bargaining;**
- (3) Threatened or pending litigation subject to the attorney-client privilege in which the College may be a participant; and**
- (4) Real estate acquisition or disposal.**

Pursuant to provisions of NMSA 1978, Section 10-15-1(H)(2)(5)(7)&(8)

A Roll Call vote was taken and all Regents voted unanimously to enter into Executive Session (Regent DeHerrera – yes, Regent Damian Martinez – yes, Regent Powers – yes, Regent Garcia – yes). President Barceló asked that the President’s Executive Team join the Executive Session. The Board of Regents entered into Executive Session at 11:13AM.


XII. POSSIBLE ACTION ON EXECUTIVE SESSION

Regent Powers moved the Board of Regents return from Executive Session. No action was taken and only items identified prior to the Executive Session were discussed. Roll Call Vote was taken – Regent DeHerrera – yes, Regent Powers – yes, Regent Damian Martinez – yes, Regent Garcia – yes. The Board of Regents returned from Executive Session.

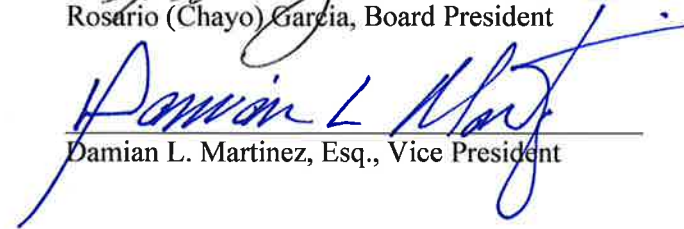
XIII ADJOURNMENT

Regent Powers moved to adjourn. Motion passed unanimously. The Board of Regents Meeting adjourned at 12:30PM

APPROVED:



Rosario (Chayo) Garcia, Board President



Damian L. Martinez, Esq., Vice President