

**NORTHERN NEW MEXICO COLLEGE**

**BOARD OF REGENTS MEETING**

**JANUARY 28, 2016**

**I. CALL TO ORDER**

A regular meeting of the Board of Regents of Northern New Mexico College was held on Thursday, January 28, 2016 in the Boardroom of Northern New Mexico College, Espanola Campus. Regents present: Rosario (Chayo) Garcia, Damian L. Martinez, Esq., Kevin F. Powers and Melinda DeHerrera. Board President Rosario (Chayo) Garcia called the meeting to order at 8:29am.

Northern New Mexico College staff present: Interim President Domingo Sanchez, III; Pedro L. Martinez, Ph.D. Provost/Vice President for Academic Affairs; Domingo Sanchez, Vice President for Finance and Administration; Chris Trujillo, IT; Sally Martinez, Executive Assistant to the Provost and Vice President for Academic Affairs; Jimi Montoya, IT Director; Brandi Cordova, Executive Assistant to the Vice President for Finance and Administration; Carmella Sanchez Director of Institutional Research; Alex Williams Senior Financial Analyst; John Waters, Director of Security; Kathleen Sena, Registrar, Terry Mulert, Foundation Director, Pete Hite, Head Athletic Trainer and Amy Pena, Executive Assistant to the President and Recording Secretary. Northern New Mexico College faculty present: Dr. David Torres; Dr. Ivan Lopez, and Ellen Trabka. Others present: Ariel Carmona, Rio Grande Sun, Ted Koetter, NNMN Student Senate and Jake Arnold.

**II. APPROVAL OF AGENDA**

**Regent Martinez moved for approval of Agenda as presented. Motion passed unanimously.**

**III. UPDATE ON THE PRESIDENTIAL SEARCH**

**1. Advertisement for President**

Regent Garcia asked if the Board of Regents would like changes to the advertisement. Regent Martinez stated he would not change anything. Regent Powers stated he spoke with the search professional and he knows what his strategy is and it fits the strategy quite well and hopefully it will generate interest in the position. Regent DeHerrera asked when the advertisement would be sent out. Regent Powers stated as soon as it is approved.

**Regent Powers moved for approval of the release of the advertisement for the position of President. Motion passed unanimously.**

- 2. Faculty Advisory Committee**
- 3. Staff Advisory Committee**

Regent Garcia stated there were some changes in the Faculty Advisory Committee. Interim President Domingo Sanchez, III stated in addition to the Faculty Committee there was one change on the Administrative side as well. It was tweaking based on the meetings that were held and participants to ensure there were enough people on the lists. This is a truing up on who ended being on both committees.

**Regent Powers moved for approval of the changes to the membership on the Faculty and the Administrative/Staff Advisory Committees. Motion approved unanimously.**

#### **IV. COMMENTS FROM THE BOARD**

Regent DeHerrera stated the Academic Affairs/Student Affairs Committee discussed El Centro again and the paperwork is with El Centro. They will submit the paperwork to the Provost so they could go over the two topics discussed to see which would be a better fit. There may also be a possibility of moving it to Las Clinicas Del Norte if that does not fall through. They have already dealt with doing physicals for the Athletic Department and there is already partnership between them. Regent DeHerrera stated she is hoping this does not fall through; it is depending on the funding.

The Committee discussed the new degree (Health and Exercise Science) the College would like to implement. The Committee discussed why Marketing and Recruitment are not together because they go hand in hand. Regent DeHerrera stated hopefully the College would get this all adjusted and figured out in the future.

Regent Powers held his comments for Audit/Finance/Facilities Committee until the Board of Regents gets to the items on the Agenda.

Regent Garcia stated she is hearing a lot of positive feedback on the Presidential Search. Regent Garcia stated she is excited and it seems like the College has turned the corner. Regent Garcia thanked everyone on the Committee for putting in their time.

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

Domingo Sanchez, Interim President stated as everyone is aware the College has gone through a transition. The College has had the Vice President for Advancement leave at the end of the year; the President retired and is now on sabbatical. The College is spending a lot of time right now organizing to ensure that we are not dropping balls unnecessarily. The focus has been in a number of different areas but Interim President Sanchez wanted to look at the Grants areas. There are a lot of reports that come up every year or applications that are due. There are authorizations that must be online in order to submit or approve certain things through the Washington process for Grants. Interim Sanchez believes the College has a pretty good handle on this and is working on this. Regent DeHerrera asked if these are what Ricky Serna would take care of. Interim President Sanchez stated this is correct. Ricky Serna had all the Grants under his area of responsibility and some Grants were managed by some of the departments because departments go out and secure grants through the normal course of business. The College is working on this to ensure no balls are dropped.

Interim President Sanchez stated he needs to make sure he goes through and talks to everyone so they get a sense of how they want to shift responsibilities. In some cases, those decisions have already been made. Interim President Sanchez stated he is trying to make sure the College has two buckets, an academic bucket in terms of reporting and responsibility and a staff or administrative bucket. Interim President Sanchez wants to make sure there are two distinct areas that they are organizing in terms of moving forward until there is a permanent President so the lines of communication and reporting are in place. Standing meetings have already been established and Interim President Sanchez has been working with the Provost and the Deans. Interim President Sanchez has bi-weekly meetings with the Provost and Deans and weekly Administrative Meetings are also set up. The communication process is starting and there is a lot of work to do. Some of the major issues they will be looking at is recruitment. Also, within the context of the Operating Budget, marketing will be reviewed. A lot of the communication that is taking place in terms of how the two buckets are structured (Administration and Academic), Interim Sanchez wants to be sure it is flushed out so when the College goes into the budgeting process, it can give the Board of Regents what it thinks the structure should be. Interim President Sanchez stated he has to be very sensitive

to the fact that an incoming President needs to embrace that as well. Interim President Sanchez wants to make sure there is enough feedback that people agree administratively that this makes sense. If the staff and administration is involved, that should not be an issue that most Presidents are going to balk about, they are going to say people talked about it, it makes sense and it goes forward.

Interim President Sanchez stated the other big issue the College is looking at is the Legislature. Interim President Sanchez stated most people are hearing there is no money and based on all the conversations that he has been involved in, all the numbers he is looking at, this is absolutely the case. The State's funding does not look good, the price of oil has dropped significantly, and the State generates about 30% of its revenues from oil and gas. The College is being told that it is a possibility in the current year; the College may have to look at reducing the operating budget in the FY16 year because of the shortfall. Interim President Sanchez does not know if this is really going to happen, this is a lot of the talk but he is making sure the Board of Regents is aware. If this happens, the College is already preparing for it on the financial side. Interim President Sanchez cannot take a chance that it happens and the College is not prepared. This is also another area, as Interim President Sanchez hears more, he will share with the Board of Regents so they know whether or not the College is worried. Currently, Interim President Sanchez is not too worried about rolling with that punch but he would like to know what the percentage is if in fact they do that.

Regent Garcia stated the College did not get much last year anyway. Interim President Sanchez stated one of the recommendations the College is looking at with no new money would have reduced the College at \$235,000. There are discussions about trying to stay flat for the upcoming year. The opportunity for people to lose money is still out there and Interim President Sanchez wants to do the best it can for the College. The College also wants to work with the LFC and Executive because the Funding Formula complicates the College's lives a little more than it would like it to be. The College is trying to support the funding formula but the College is worried about what it might see in terms of a cut in the environment that exists. There are a lot of emotions in the hallways right now and the College is going to work with everybody and keep the Board of Regents informed. Hopefully it works out where the College does not take too big a hit.

Interim President Sanchez stated in terms of initiatives, the College has \$1M in Senate Bill 122 for Infrastructure. Based on everything Interim President Sanchez is hearing, it is likely to be okay, it is not 100% guaranteed. If the College is able to get through and based on the different people Interim Sanchez has talked to in the Committee or on the staff for Capital Outlay, they are saying the same thing, if it gets adjusted it is a small amount. The College is going to follow it and hope it gets that amount passed through in the bill and through the session. If that happens it still has to go through a vote of the people of November. If the people vote yes, the College will know and get it through that process.

Interim President Sanchez stated there are a number of activities going on around campus. In particular, the start of the spring semester. People are feeling good about the work that they have done. There has been a lot of work done by the faculty, staff, admissions, recruitment, registrar and financial aid. They are working hard and you can feel the positive enthusiasm. They care about the students and Interim President Sanchez feels good about it. It can be seen in the numbers in terms of how many students the College had in the fall versus how many are here in the spring. Currently, the College is 2% down from where it was in the fall, which is extremely different compared to what has been seen historically. Fall to spring of last school year, the College saw a decline of about 20% and now it is about 2% for the same time. This is really good, this doesn't mean the College has the same number of credit hours that it had in the fall. When looking at numbers, it does not mean the numbers will not come down, because they will, things happen in life. The College is feeling much better about where it is this time of year compared to last year.

Interim Sanchez stated his biggest concerns are getting through this budget cycle because of what the College may or may not get in the Legislative Session. It is not pretty; the dollars have many people concerned. The College will ride the wave and see what they get.

Regent DeHerrera stated regarding the Funding Formula, she heard there is a new Funding Formula. Interim President Sanchez stated it has been in play now for four years. The Funding Formula is still evolving but it is slowing down in terms of the evolution. It has been tweaked. Each year they have been trying to give it the attention from all the different entities involved to try to get something that everyone can live with and in that regard it has evolved. This is why there is discussion and concern making sure we stick with it rather than to be panicking and saying there is not going to be any new money, keep us flat. There will be discussion going back and forth about that. Interim President Sanchez stated he hears where they are coming from. They want to make sure everyone sticks to the Formula but everyone else is saying and the College included, if we stick to it, we are losing \$250,000. There are a lot of moving parts and complexity to it and a lot of emotion as well. The College will follow it and wants to work with the Legislative and Executive Branch and in all the other areas they are pushing in terms of their initiatives, the College wants to do what it has to do to work with them and the College will.

Regent Powers stated the concept of moving the Funding Formula to a results based formula where it rewards institutions for moving students through in four years and the number of awards, certificates or degrees that are given. The Formula focus is still moving in that direction but the move in that direction has been slowed down somewhat this year and the amount of money that has been moved into that area did not grow by as much as it did last year. The message is still pretty clear to us from the State and it is that we need to start showing results and we need to start graduating more students faster and the money will flow. Bottom line for the College is, the enrollment is the key. If the College can get the enrollment up and the College can move people through system, the College will be fine. The College needs to continue to focus on this and Regent Powers commends everybody who has been doing that. These early numbers for the spring semester are very encouraging and Regent Powers believes the College needs to be encouraged, the College needs to be vigilant about keeping it moving.

Regent DeHerrera stated she imagines it takes into consideration the change in credit hours for the Lottery Scholarship, the 15 hours for four-year college. Regent DeHerrera stated she is curious that 15 hours is a load, 12 hours was a load and if they do not keep that and they lose out on their scholarships in the future and so she is curious how that is going to adjust and make such a big difference. Interim President Sanchez stated in terms of the Funding Formula if students are taking more hours it is going to help the College. The downside that Regent DeHerrera is talking about is a financial issue that they imposed given the limited dollars. There are so many people using the Lottery Scholarship and the money was going so fast where they were constantly having to come up with a difference, they started saying how do we slow the bleeding in terms of the spending of that money. The obvious choice was instead of requiring 12 hours, require 15 and if you don't meet that criteria then you are dropping off the plate and that helps preserve the dollars. Rather than a Funding Formula issue, this was an issue of managing that money but on the Funding Formula side the College gets the credit hours and if it pushes them along in terms of degrees, the College gets rewarded in the Funding Formula. It has intended consequences and it is how you look at those consequences, how you look at them and what the criteria is on whether or not you think it is good or bad. Interim President Sanchez stated it is a Catch 22 because some students do not have the time (working, family, etc.). Everyone needs to be viewed individually on how it affects them.

Provost Martinez stated this conversation has been held with Cabinet Secretary Damron. The Provosts met and that was one of the concerns they had. Provost Martinez suggested that there be more of a progressive type of hours so that the student who comes in the first year might only do 12 credit hours and as they move on into the next semester, then have 15. It is still being discussed, the problem is there are three other initiatives they are giving more attention to, the meta-majors, the common core course numbering and the being able to reduce the number of courses that we have for noncredit. These issues have taken over the conversation but we are still looking at that possibility. Certainly, for some institutions, like the College, it is more important to be able to help our students who for the first year might need that extra help by reducing the number of hours and not be hurt by losing the scholarship. There are a lot of students across the whole state who in their first year lose that scholarship and it presents problems later on. Regent DeHerrera stated from a students point of view if you cannot handle that load and have to drop a class then you are knocked out and it bring them to the point where they do not want to go back anymore and you lose that student completely as opposed to giving them a chance. Perhaps in the first semester they cannot handle it, they can appeal it and go from there.

Regent Garcia introduced Terry Mulert, Foundation Director who reported on the Foundation Gala. Mr. Mulert stated 2015 was the 20th Anniversary and it was a wonderful experience putting this event together and it was a great success. Most of the time in the world of charity and nonprofits, the thing that is heard most about is how much money is raised. Mr. Mulert stated primarily he views the Gala for the Foundation as sort of an annual capstone event for celebration for the College and the Foundation, really to celebrate students, donors, the Colleges success and looking ahead into the next year. The Foundation uses the Gala as an event to build new relationships with donors, to sustain old relationships, current relationships the Foundation has and also wants to show the impact of the scholarships. Mr. Mulert stated he has been at the Board of Regents Meeting and has heard discussion about enrollment, retention and public relations at the College. Mr. Mulert believes the Foundation is a valid and vital partner in all of those areas. The Gala is one way the Foundation tries to measure the impact of the scholarships and the way it can help retain students at the College and the way the College can be marketed in partnership with the Foundation as a vital partner to the College.

Mr. Mulert stated for the Gala this year, the Foundation celebrated its 20th year and advertised it very robustly (radio, Valley Daily Post, Santa Fe New Mexican, New Mexico Rural Cooperative Association, etc.). Mr. Mulert stated the volunteer time was amazing, staff was amazing, the Athletic Department showed up the day of for setup with 30-40 athletes and they all pulled together to set up the room. The Gala was sold out - 500 seats and money was raised. Generated profit revenue this year was - projected revenue \$65,000 profit, the Foundation brought in about \$100,000 total if you include all in-kind donation and after all expenses the actual cash in hand is \$65,000. Mr. Mulert stated there are two checks that have not been received yet but they will go in the bank. This year there was a live auction and silent auction; they generated around \$12,000 the night of the event. There was a risk involved, but everyone did bid and members of the College staff purchased three of the five live auction items. SAY Corporation was an incredible partner for the sixth consecutive year to the tune of about \$20,000 of underwriting of this event and the entire Ohkay Owingeh Tribe was very supportive. The facilities department at the College was instrumental in pulling this off.

Regent Garcia stated she heard a lot of great things and it was positive and thanked Mr. Mulert because he is a driving force and people love him. Regent Garcia thanked Mr. Mulert for his time and efforts he has been putting into the College. Mr. Mulert thanked Regent Garcia and as a closing note the Gala is about scholarships and honoring the students and donors that fund the scholarships and the Foundation has

brought the 2016 ambitious campaign to have more students apply for the scholarships. In 2015 the Foundation was able to give out about 75 scholarships to the tune of about \$120,000, which for a school this size is decent. The average award was \$1,600 and 2016 is being marketed. Regent Herrera stated Mr. Mulert's positiveness is awesome.

#### **VI. APPROVAL OF MINUTES**

**Regent Martinez moved to approve the minutes as presented. Motion passed unanimously.**

#### **VII. FACULTY SENATE PRESIDENT'S REPORT**

Dr. David Torres, Faculty Senate President presented highlights from the Faculty Senate meeting of December 4, 2016.

1. Survey - In the interest of representing the interest of all faculty a survey distributed to Survey Monkey and received there are the interests of the faculty for the new Presidential Search Committee. This was managed by Stephanie Amadeo Marquez and the results were given to Dr. Hugh Prather at a recent meeting of the Faculty Advisory Committee.

2. Academic Policy Committee and Undergraduate Committee - Voted to support the new Associate Degree in Health and Exercise Science. This was passed and will now move on to the Faculty Senate for approval at the February 5, 2016 meeting.

3. Academic Standards Committee - Is working on helping faculty with resources for dealing with plagiarism and cheating and is developing a database for faculty to use.

4. Ad Hoc Committee - Faculty Senate is looking at adding new members to an ad hoc committee for redoing the faculty evaluation. This was initiated with the Provost and they will iron out the issues some departments have with the faculty evaluation form.

5. Faculty Senate - There was a recent meeting during Convocation with the faculty body and there was discussion about the decline in enrollment and they reviewed the decline and if you look at the charge, there has been an increase in enrollment in surrounding institutions and the ways of addressing that are particularly looking at tuition. Maybe looking at economics, there might be further discussion on this.

Regent DeHerrera asked how the sick bank was coming along. Dr. Torres stated they have not had any further discussion. Interim President Sanchez has been very busy and the Faculty Senate understands. They would like to revive this in future meetings. Interim President Sanchez stated he did get some samples and all things unraveled in December when Interim President Sanchez was going to be able to put it on his plate. Interim President Sanchez is ready to discuss the sick bank and there are a number of issues that he would like to bring out so that everyone is looking at the pros and the cons are because the clearer the picture then there is no surprises from people saying "I thought" or "we should have." Interim President believes this is a good thing to have, there are a lot of issues Interim President Sanchez raised with Pam Lechevic and they were discussed. Interim President Sanchez is happy to sit down to work with it and he has started the review from his perspective so they could sit down and discuss and move forward.

Regent Martinez asked which committee approved Health and Exercise Program. Dr. Torres stated there are two committees: Academic Policy - they look at all new degrees and Undergraduate Curriculum - which looks at all curriculum. Regent Martinez asked what the two committees looked at and what factors did they determine to pass this through to the Faculty Senate. Regent Martinez stated the reason he asks is because as he looks through the documents he has a bunch of questions and is wondering what factors were taken into account before they pushed it on to the full senate. Dr. Torres stated, as he understands they were given a full report and did a marketing analysis. Dr. Torres introduced Pete Hite to explain further. Pete Hite stated he is one of the originators of the proposal. The Academic Policies responsibility is to review the proposal as far as looking at financial questions and as far they were concerned it looked okay to them so they passed it on to the Undergraduate Curriculum Committee who looks exclusively at the curriculum, number of credit hours, etc. It will then go to Faculty Senate, as this is the next step where it will get more in depth.

Regent Martinez asked Mr. Hite if he was involved in putting it together. Mr. Hite stated he was. Regent Martinez asked why there are letters of recommendation in the packet that are not signed. Mr. Hite stated they were sent electronically. Regent Martinez asked if this does not raise any smoke signals to Mr. Hite. There is a letter in the packet from Highlands University but it is not on their letterhead and it is not signed. Mr. Hite stated it is from the Head Athletic Trainer. Regent Martinez stated you would assume if somebody were writing on behalf of a school it would be on letterhead. Mr. Hite stated she was writing on behalf of herself since she was a former employee here as well she understood the interest and the need so she was writing on officially representing herself.

Regent Martinez asked if a budget has been run on the Health and Exercise Program. Mr. Hite stated it is included in the packet and Ryan Cordova, Athletic Director and Men's Basketball Coach has been working specifically area on that area. Mr. Hite asked if Regent Martinez has had a chance to look at the proposal. Regent Martinez stated as he looks through the proposal, the College has been cutting programs left and right at the College and his understanding from reading the proposal is there is interest of 10 people and asked if this is accurate. Mr. Hite stated no, that is what Mr. Hite and Mr. Cordova are projecting in the first semester-by-semester enrollment. They have done student surveys at local high schools, about 160 polled. About 1/3 would be interested in this degree students - approximately 50 students. Regent Martinez asked about actual students who are at the College, how many would be in the program. Mr. Hite stated from the poll that was included in the proposal from 70% of the students polled 50% students were interested. There is already an established interest, many of the athletes are pursuing other programs and waiting for this to be passed so they can enroll in it. There are similar programs at Santa Fe High School, Espanola High School and Capital High School with students who are in athletic training or other health sciences that would be interested in it as well. Regent Garcia thanked Mr. Hite for the information.

## **VII. FACULTY SENATE PRESIDENT'S REPORT**

Dr. David Torres, Faculty Senate President stated four topics were discussed at Faculty Senate:

1. The new sick bank policy is being drafted and Bernie Padilla; Director of Human Resources outlined a new sick bank proposal which is being considered. Mr. Padilla asked Faculty Senate for input in the process. The new policy would allow faculty and staff to donate sick time to another employee.
2. A new faculty evaluation form was unanimously endorsed by the Faculty Senate and is now being circulated to departments and Chairs for feedback. This form was constructed by Provost Martinez and allows chairs and faculty the flexibility in their evaluation so they can divide basically a percentage of their evaluations and giving a weight to different areas.

3. Dr. Martinez recommended small changes to the Faculty Constitution and these changes essentially eliminate the use of the word Faculty Association to make the document clearer.

4. The undergraduate curriculum committee is now accepting submissions for curriculum changes. This was an item of concern and that committee is now accepting submissions in case any departments want to adjust their hours for degrees.

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

Ted Koetter, Student Senate Vice-President stated Student Senate has not had a meeting yet because of difficulty in scheduling. There are five or six new applicants to Student Senate. For welcome back week, Student Senate did an enchilada lunch, which was incredibly successful. Student Senate paid for 100 meals and Penasco High School paid for an additional 20 for their students and 80 other members paid for their own lunch. There were approximately 200 people in attendance. Future plans include discussing Student Ambassadors, the Grant has run out and they are without funding this semester. Student Senate is looking at paying for 1 or 2 to continue this semester. Student Senate is also addressing the smoking policy on campus and bringing it to compliance with State laws, currently the College is not in compliance. There is no designated smoking area that is 30 yards away from any structure. This does not currently exist on campus and Student Senate is reviewing this. Student Senate is very impressed and confident with Mr. Hugh Prather the consultant for the Presidential Search. The advisory team meeting went incredibly well and again Student Senate is very impressed with him.

Regent Garcia asked if Bylaws had been passed on the smoking. Mr. Koetter stated this might have been changed; Student Senate began this discussing in November. Regent Garcia stated she believes Bylaws were passed. Interim President stated perhaps Mr. Koetter and Interim President Sanchez could sit down because as Interim President Sanchez understood it he thought six sites had been identified, three with signs. Interim President Sanchez knows they all need to be signed. Regarding the issue about 30 yards, Interim President Sanchez does not know if the College is complying with that but he will review it. Mr. Koetter stated when Student Senate reviewed it in November they did look at a few of the areas and found only 2 were compliant.

#### **VIII. STAFF REPORTS**

##### **A. Vice President for Finance & Administration**

##### **1. Mid-Year Bar**

Interim President Sanchez reviewed Mid-Year BARs (page 36-41 of Board Packet). All this information is reviewed in the Audit/Finance/Facilities Committee meeting. The College is required twice a year to submit BARs to the Higher Education Department (HED). One is a Mid-Year BAR and what the College has done in the last three years is generate the BAR and submitted it to HED in December, bring it to the Board of Regents the following month, ask for Board approval and send the approval to HED and let them know this is the first BAR. The College is going to change in 2016 and will bring it to the Board of Regents in November for approval and that when it is sent to HED it is not done after the fact even though there is a review process and the College does not get approvals until months after it is submitted. The College has a second BAR that is done in the budget process. The Board of Regents approves this in April and when the College submits the Operating Budget the Board of Regents will see another BAR similar to these BARs. What the College is doing in terms of this is the College has a lot of activity with the Grants in particular and there is also unrestricted activity as well. There are two BARs - one for restricted, all the Grants and the unrestricted. There is very little change in either one, about \$1M on the unrestricted side and that is a



trueing up of all the Grants. The College needs to make sure it is tracking the Budget as close to what it has in hand in terms of award and this is what the College is doing at mid-year. It is also what the College is trying to do at the end of the year when the College submits the budget. The College is trying to guess how it thinks it will end the year based on again an additional three or four more months of information. This is done every year and the process will be changed next year so the College is not asking for approval of the BAR in the month of January.

Regent Powers stated the Committee reviewed the BARs in detail.

**Regent Powers moved for approval of the Mid-Year BARs (2) as submitted. Motion passed unanimously.**

Regent DeHerrera asked why there was such a decrease in the financial aid area. Interim President Sanchez stated financial aid is going to go up and down with enrollment. In the current year, the College had a 22% drop.

## 2. Fiscal Watch

Interim President Sanchez reviewed the Fiscal Watch Report (attached). For this Board of Regents Meeting, Interim President Sanchez presented the Board of Regents the November and December reports. The College is required quarterly to submit a Fiscal Watch Report to HED. Every quarter the College officially has documents signed which is the official submission. As a matter of practice at the College, the Board of Regents is provided a Fiscal Watch Report every month.

Interim President Sanchez stated the cash for the College at the end of December was at over \$1M, which is a little different that what has been seen historically. Interim President Sanchez stated there is an issue he wanted to point out to the Board of Regents that they will start seeing on the Fiscal Watch Reports. This has to do in the auditing process where the College has to report liability for pensions. There were some reporting requirements, the College has to report based on some of the requirements the State imposes on the College and the College will start showing a liability pension that draws the unrestricted fund balance into the negative on the books. The College will continue to track for the Finance Committee and the Board of Regents what the unrestricted fund balance is because it is the measure of how good or bad the College is doing. Last fiscal year the College started in the hole at almost \$1.8M and ended in July -\$113,000. The Fund Balance is almost \$2M unrestricted for end of December and that number is going fluctuate, especially when the students come in because the College gets a lot of tuition and then the College starts spending it down.

Interim President Sanchez stated in terms of the expenditures, this is the standard Fiscal Watch Report that is given and it shows what the College started out the gate with, \$26M in revenue and \$25M in expenditures. This is where the adjustment for the BAR is made. Revenues at the end of December are at \$13.1M and this all funds. Expenditures are at \$10.5M and after transfers in and out, there is \$1.2M in fund balance. In January it might climb a little and will decline again towards the end of the year. The hope is that this year, the College will come close to a positive fund balance. There are a lot of issues the College is looking at that lend themselves in the Colleges favor but the State's revenue projects are bad and the College might get the budget cut. Interim President Sanchez will keep the Board of Regents informed on this.

Interim President Sanchez reviewed the plant expenditures (BR&R and ER&R), the College has some requests in with HED that had to be resubmitted for the spending of Bond money that once they are approved, and it is a lot of formality, the numbers will then rise.

Interim President Sanchez reviewed the comparison of December of 2015 to last year. Last year, the College had \$14M in revenue at the same time this year the College has \$13.1M but the expenditures were at \$11.7M last year and they were down to \$10.5M. At the end of December, the College was at a fund balance of \$286,000, this year at \$2.1M. The indicators reports the numbers are favorable but there are five months to go. The greatest expenditures will occur between now and May.

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

B. Vice President for Finance & Administration

1. Fiscal Watch

Domingo Sanchez, Vice President for Finance & Administration stated the documents presented (attached) were reviewed in the Audit/Finance/Facilities Committee. Mr. Sanchez stated on page 32 (attached) is the Statement of Net Assets/Balance Sheet for the College. The cash at the end of August was at \$801,000. The unrestricted fund balance is approximately \$1M. The College collects tuition and fees at the beginning of the semester. July is not great, August there is an infusion of cash and it will start coming down as the semester progresses. The number will come down close to negative or negative in October and November. In December the College will collect tuition and fees again and it will then go up again and the College will eat away at it until the end of the semester. It looks good right now but there are a lot of issues the College needs to make sure it continues to monitor during the semester because the College built in in the Operating Budget a vacancy savings the College needs to achieve. The College is holding open some positions for three months, not all positions, but a number of them. There are some necessary to fill right away. The College discusses those positions on a case-by-case basis.

Mr. Sanchez reviewed the Operating Statement on page 36 (which is the same as that on page 33 attached). This report is the internal report generated at the College to give the Board of Regents a running total of what the Operating Budget is at the end of the month. The Budget started at \$26M and the College is up to \$26,000,621,000. When speaking about the BARs those are the things that are increasing this number. Total revenue year to date at the end of August is \$4.5M. The College had a negative beginning balance of \$637,000 so the College had \$3.9M available. Expenditures are at \$2.6M and ending funding balance is at \$1.2M.

Regent Powers stated there was a problem in the spreadsheet with respect to the transfer numbers that actually throws the ending fund balance off for the original budget and the revised budget, that number should not be 528 it should be zero. Mr. Sanchez stated this is correct and what Regent Powers is referring to is if you look at the negative -\$264,329 and underneath you will see \$528,000, this is because of a formula error in the report and it will be fixed.

Mr. Sanchez stated regarding Plant and BR&R Funds, the College has \$14,000 in revenue, \$13,000 after you take out the beginning fund balance. The College has spent about \$18,000 but this money will be collected because the College gets reimbursements that are generally associated with that. The Board of Regents will begin seeing in the fall a fair amount of spending because the College has received approvals for Capital Projects or appropriations the College still has. The College has received approval for the \$2M in the infrastructure at HED and on October 5, 2015 the College will go to the Board of Finance. If the College receives this, it will start a domino effect and the College will start seeing a lot more dollars on this.

Mr. Sanchez stated on page 34 (attached), which gives a comparison of the end of August of 2015 to the end of August of 2014. Last year the College was at \$4.9M at this time, this year \$4.5M. Total available last year at the end of August was \$4.5M at the end of August this year \$3.9M. The College's expenditures last year were \$2.9M through the end of August, this year \$2.6M. The College has reduced expenditures even though there is a reduction in revenue. The College needs to try to stay within its revenues. Fund balance last year \$1.5M, this year \$1.2M. In Plant Funds and BR&R and ER&R Funds, last year the College received \$427,000 in revenue (there was more activity going on last year at this time from Capital Projects), this year, \$14,000 and it will be picking up. Last year expenditures were \$451,000 at the end of August and this year \$18,000. The College's fund balance at the end of August last year was negative \$922,000, this year \$4612,000. It was negative because you have to bill for those appropriations.

Mr. Sanchez stated regarding the last reports in the Fiscal Watch Reports (page 37-41) they are the five different buckets that are rolled into the Fiscal Watch Report given to the Board of Regent each month. On page 37 (attached) is the unrestricted activity, page 38 is Auxiliaries and Athletics, page 39 is the Grants, the Grants are going up in terms of what the College is receiving and the College wants to be sure to focus on spending them. Page 40 is Student Aid and then the plant funds will be on page 41. This all adds up to the totals of restricted and unrestricted activity of the College.

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

2. Budget Adjustment Requests (BARs)

Interim President Sanchez stated regarding the BARs in the Board of Regents Packet it will list all the BARS done through the end of December. The College has processed 137 BARs. Interim President Sanchez stated the College is getting better at managing its resources, before there were 400-500 BARs and if you are getting better there is a point where it starts to come down a little. The College will be looking at this this year. Everybody does a good job about managing their line items and working with the finance department. There are 14 BARs and almost all of them are the Federal BARs. The BARs will show the revenue source and the line items. Regarding the line items, much of it is dictated by the way the Grant is written. This is just programs putting money in the areas they need to spend it in.

Regent Powers stated there were not any questions and nothing came to light in the Audit/Finance/Facilities Committee in the detailed review of this.

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

3. Disposition of College Property

Interim President Sanchez stated the philosophy of the College for Disposition of College Property or Leasing out a Facility for use to an outside entity, one of the things talked about as long as Interim President Sanchez has been here is that priority is always given to the departments and this is the way it should be. The College is here to provide those services to our students. There is a lot more activity with regards to the use of the facilities. The College formalized the way people can use and how the College charges for the use of those facilities. The College must keep in mind anti-donation because the College does not want to be violating any State Laws. This is something the College is striving for, especially in the rental of facilities. The College can work with people but sometimes people are not always happy. The College will do what it can to work with people.

Interim Sanchez presented the Board of Regents the Disposition of Property (attached). The items are the equipment in the radiology program. There were a number of things and the College has already talked to faculty and staff so they could disseminate things they can use. Some items are specific to radiology and you cannot use it for any other things. To the extent there are pieces of equipment the College wants to keep, it will keep those and it gets first choice. Whatever is left over and it is specific to the radiology program because Santa Fe Community College would like to work with the College on getting that excess equipment, then the College would donate it to them if the Board of Regents is okay with it.

Regent Garcia stated she did have questions on anti-donation laws and asked if this pertains to it. Interim President Sanchez stated the College is following all the processes, they are another government entity, but the College has to follow the proper protocol once the Board of Regents approves it, it still has to go through the State General Services Department and notify the State Auditor. This is not a difference or a change of operating for the College, it is a standing item on the Agenda so the College is constantly moving things as it is able to because sometimes it takes a lot of work to get things ready just to get them out the door.

Regent Garcia asked with the new course that the College is offering could the skeletons be used. Interim President Sanchez stated, as he understands it there were some things that could be used and asked Mr. Hite to speak to it specifically. There were a number of things specific to radiology. Mr. Hite stated he went by and reviewed everything and there were only a couple of things that could be used in the Athletic Training Room and Exercise Science. Ellen Trabka, Dean, College of Nursing stated the good skeletons were taken and put aside for use, the old ones were in the disposal. Dr. Martinez stated the Department of Biology had gone through the items to see what could be used as well.

**Regent Powers moved for approval of the revised list (after the College has determined what would be useful to keep) to be dispositioned according to state law. Motion passed unanimously.**

4. Revision to 2016 Holiday Calendar (reference approval of 12/19/13)

Interim President Sanchez stated regarding the calendar for 2016 and what has been done historically is the College has approved three calendar year for the College in a sit down. In FY13 the Board of Regents approved Calendar Year 14, 15 and 16. As the College is getting into 2016, the College noticed that instead of 11 holidays, the College had 12 and one day was double counted and the College would like to make that correction. New Year's Day is a Holiday (January 1, 2016) and it shows in observance of New Year's Day and essentially this is being counted twice. This is the extra day that should not be in there and New Year's Day would be counted twice. The College is asking to remove this. It will give staff, in terms of the numbers of days they have to take vacation. The College never intended to increase it from 11 to 12 and that is what this does, is request the amendment.

Regent Powers asked if this has fiscal impact on the College. Interim President Sanchez stated yes and now. Yes, if it is left the way it is because the College would essentially have to pay the extra day when the policy says 11 and this indicates 12. No, if it is approved the way it should have been without the extra day.

Regent Garcia asked regarding December 27, 28 and 29, no one is at the College. Interim Sanchez stated this is correct and vacation must be taken. When the College shuts down, there are certain holidays the staff gets. The staff must hold on to some of the leave to get paid through the Holiday. Historically, the reason the Board of Regents gave the level of leave they gave was because they anticipated they would need to have a certain amount. Staff gets 2 days per month, which is generous; this is the reason for that.

Regent DeHerrera asked how many extra days the staff gets on top of those if they counted for those days. Interim President Sanchez stated if you have 11 holidays and you get 24 days, you get another 2 weeks. Regent DeHerrera stated it would be nice if the 30th were covered as well. Interim President Sanchez stated this would require the College to change the policy and that is also something if the Board of Regents had an interest in doing down the road, it could be reviewed.

**Regent Powers moved for approval to the amendment of the 2016 calendar. Motion passed unanimously.**

Regent DeHerrera stated the 2016 calendar has just been approved and New Year's Day was January 1 and asked if the College has to approve the 2017 Calendar again. Interim President Sanchez stated historically the College has done three years in a row and it will be brought to the Board of Regents in early Fall for 17, 28 and 19.

C. Provost and Vice President for Academic Affairs

1. Request for Sabbatical, Dr. Jorge Crichigno

Provost Martinez stated Jorge Crichigno requested Sabbatical, went through the process, was approved by the Faculty Senate Standing Committee and Dr. Martinez has decided to endorse that request. As indicated in Dr. Martinez letter, Dr. Crichigno has been very selective in terms of bringing thousands of dollars in terms of Grants. This would be an opportunity for him not only to enhance the skills that he already has for particular degree in IT but also to look for possibilities to look at other opportunities that students may have in looking at security as part of their degree. The Homeland Security Department has a great deal of openings and jobs in that particular area and having that opportunity at the University of South Florida, which is one of the recognized in providing degrees in that area, will have the opportunity to learn and bring those skills to our students.

Dr. Ivan Lopez, Dean, College of Engineering stated he is endorsing this application as well. Dr. Lopez stated it is hard to believe that anyone else on this campus has been as productive as Dr. Crichigno in terms of faculty members and research. He has published around 24 papers/journals in his time at the College; he is an extremely productive faculty member in terms of grants. Cyber security is one of the hot topics in the nation and Dr. Lopez believes if the College allows him to go on the Sabbatical he is going to bring new skills that definitely are going to have a huge impact in student and also in the ways to go for new monies in the field of cyber security. In terms of the cost, right now there is a new faculty member that just joined the department, for one year, the department was working without one faculty member and the College was able to accommodate student needs. If he is gone for one semester, Dr. Lopez does not see why the department cannot accommodate advisement and assessment needs by themselves. The team is a very good team and they will do their job to cover the needs. The only piece they will need help from the budget point of view is the substitution in classes. Someone will need to replace him for the three classes that he teaches. If the College considers the salary that it pays to the adjuncts, Dr. Lopez believes this cost will be around \$9,000 or \$10,000 extra to pay for the adjuncts to teach these three classes that he typically teaches. Dr. Lopez stated this is an investment for the institution knowing that the salaries are not the best in the region. This could be a strong incentive in terms of retention.

Regent DeHerrera stated sitting in the field we are in and looking towards the future and moving on towards a Master's Degree, the College does not have a strong background in cyber security and cyber security is the future of everything as everyone knows. Students do get a little bit in this area but for the most part it is needed and the College could totally use it. Regent DeHerrera would support it totally.

Regent Powers liked Dr. Lopez comment about it is an investment; this is how it has to be looked at. If the College wants to look at ways to grow enrollment, here is an area where there is needs in cyber security. The College should try to do what it can to meet those needs and take advantage of that. It makes sense.

**Regent DeHerrera moved to approve the request for sabbatical for Dr. Crichigno to be from August 1, 2016 to December 31, 2016 to go do research in security area. Motion passed unanimously.**

## 2. HLC Update

Dr. Martinez stated the Board of Regents has a report on the HLC it was an update that was provided. The College submitted its report back in the summer and based on the reading by HLC Committees that look at that, they requested more information based on those two items. The report itself was able to address the two information items that they requested: (1) number of faculty members; and (2) default rate.

Regent Garcia asked if this is just an update. Dr. Martinez stated it is, the College provided the use and analysis of what the programs are and the fact that they required. One of the problems is the fact that the College has Associate Degrees and Bachelors Degrees and they feel that they are separate but they are not. Many of the bachelor's degrees are also stackable, Associate Degrees with Bachelors and many of the professors teach many of the same courses for the Associate as well as Bachelors degree. The other thing is that in the past the College was using a description of how many adjuncts the College has. Of course, that is not a true picture because for every faculty member the College has on the average they teach 12-15 credit hours. It takes 5 adjuncts to be equivalent to 1 person. As the analysis was done, every program met the criterion for having at least one full time faculty in the degree that the College offers. The College was short only in one area and that was the arts. When they return in May they will ask the same questions and the College will be ready to provide them with the information aside from the fact that the College has provided a response to the questions they have.

## 3. Health and Exercise Science Program

Dr. Martinez stated regarding this program, Mr. Hite will provide more information to the Board of Regents. This program was proposed to the Education Policy Committee approximately two years ago and received approval, it went to the Undergraduate Curriculum Committee and received approval. Because of things that were going on, they were asked to put it on the shelf and to revive it again this year it had to go through the Educational Policy Committee to make sure that everything was up to date and the same with the Undergraduate Curriculum Committee. Currently, they are waiting for approval from Faculty Senate.

Regent Martinez asked if the College had a massage program. Regent Garcia stated the College does not. Regent Martinez asked how it gets approved when the curriculum says that you have to take two courses out of the program that do not exist. Mr. Hite stated this has recently been addressed and it is being removed. Regent Martinez asked if it should not go back to the other committees before it moves forward. Mr. Hite stated they are getting an electronic vote for the adjustment from the Undergraduate Curriculum Committee since it was just a minor adjustment. Regent Martinez asked when it was submitted to the two committees that already approved it. Mr. Hite stated it was submitted in the fall and they met with the Undergraduate Committee met with them in December. They received the final submissions this morning to them to do the electronic vote to do the electronic vote on subtraction of the two - kinesiology for massage classes. Regent Martinez asked when the committees approved it. Mr. Hite stated in December the initial approval went through Regent Martinez asked Mr. Hite if he would agree with him by that time, the College had already cut massage. Mr. Hite stated at that time he was under the impression that they were okay having it. Regent Martinez asked for clarification of being okay having it. Mr. Hite

stated in an email with Ellen Trabka, Dean, College of Nursing in October and at that point she said they would be okay doing it. When things came to light in January when the proposal was sent out to the Faculty Senate to review prior to presenting to them, then concerns were raised as far as those courses were going to be dropped. At that time they were still in the books so they believed they were okay to be used. With those classes being dropped, the adjustments were made to using the one class; this is why it is an option on there. Since nothing really had to change other than subtracting the two that were going to be dropped, it didn't seem like much of a change other than requiring electronic vote from the curriculum committee. Regent Martinez stated he understands where Mr. Hite is coming from except when he spent an evening reading the document and he is looking at a piece of paper that doesn't mean anything because the College does not have the program. Regent Martinez suggested and he spoke with Interim President Sanchez yesterday is if we are going to put forward new programs and these are just informational, do not give Regent Martinez 68 pages of things because he is going to go through it and ask questions that could have been answered on a one page talking paper that says they are trying to get the program together. Mr. Hite stated this is really informational and they are bringing this to light. Regent Martinez stated if it informational all he needs is two pieces of paper because he is going to go through all of it and nit pick it and find things, like massage therapy, which is a program the College does not have anymore. Mr. Hite stated the College would add a revised document.

Dr. Martinez asked Kathleen Sena, Registrar if the fact that the program does not exist, the College still has the courses active in the portfolio. Ms. Sena stated at this point in time the College does have courses in massage active on the books because with any program that you do close at an institution you have to be prepared to do the appropriate type of teach outs. Although the College did not have a number of students to do that, in order for the College to finish out, based on when the program was closed and where the College had students in track. There are some courses that the College is still offering at this time but those will begin to lessen each semester in order for the College to have accommodated those students at that time. Regent Martinez asked if those 111 and 114 courses on the teach-out still being offered. Ms. Sena stated they are not. Regent Martinez stated then the massage therapy does not exist. Ms. Sena stated in that sense, absolutely, those do not. Ms. Sena stated because she has not been at the College and has not looked at the proposal. Ms. Sena asked if the courses are listed as options. Mr. Hite stated for the kinesiology there was 3 hours required, 2 options were the 3 credits offered through massage and the other option was through the dance. Ms. Sena asked if they were options of that. In the sense that the College still does have the dance program then the dance program may be able to pick up the requirement for that course. Regent Martinez stated this is correct and he is fine with the dance program, his question is the massage program that the College does not have. Mr. Hite stated after he receives approval from the Faculty Senate, the Board of Regents will get a revised curriculum and those will be amended.

Dr. Martinez stated this was a strategy that the Curriculum Committee suggested in terms of options in order to get their vote. That was the suggestion they had for Mr. Hite and Mr. Cordova. Regent Martinez asked if their suggestion was to go forward as is and then change it in the next stage. It did not come from Mr. Cordova and Mr. Hite; it came from the recommendations from the Committee.

Dr. Martinez stated there is another item that is not on the Agenda. As the Board of Regents knows Regent DeHerrera graduated this last December and presented the diploma to Regent DeHerrera.

Regent Powers asked about the rest of the process for the Health and Exercise Science proposal. Regent Powers stated it would be worked on and cleaned up and asked when it would come back to the Board of Regents. Dr. Martinez stated it would return to the Board of Regents 30 days from this Board of Regents Meeting. The College is required to produce that information so that the Board of Regents has the opportunity to read all the information. What the College does is try to provide the Board of Regents as much information so later on there are no questions. The process will be once the electronic submission is

done, which the College believes will be positive; it will be presented back to the Board of Regents. Regent Powers asked if it comes back to the Board of Regents for the final decision. Dr. Martinez stated this is correct and then it has to be presented to HED and do the same thing. Dr. Martinez stated he does not believe since it is an Associate Degree it does not have to go to the Higher Learning Commission (HLC). Regent Garcia stated the HLC needs to be advised. Dr. Martinez stated the College should just in case, when they come back and see there is a new program. Dr. Martinez stated, as the Board of Regents knows the College has programs, which eventually does affect enrollment. In the last year the College was able to add two new Bachelor's Degree program, which were voted on by the Board of Regents (Electromechanical Engineering and Early Childhood). This is quite important because the programs that have been eliminated are at the Associate Degree level. This will be another opportunity of options that students have to be able to take something so the College has taken out a number of programs in the Associate Degree and this will be the opportunity to add something to that portfolio.

Regent Martinez asked which Associate Degrees were taken out that is comparable to this. Dr. Martinez stated the Massage Therapy to a certain extent, although, this give people more opportunities in terms of the degree to be working in a health field related area, personal manager, health manager. Dr. Martinez asked Mr. Hite for some careers in this field. Mr. Hite stated with the Associates they will be able to take the Certified Personal Trainer Exam but it will open doors as well pursuing a Bachelors in Exercise Physiology, Cardiac Rehab, Personal Training, Sports Medicine, working as strength coach for professional teams and college teams, working in rehab clinics as well as a variety of settings. Regent Martinez stated he has a personal issue with cutting a program that based on his understanding, people used and liked and as an educator who taught the Massage Therapy program and now the College is going to bring another program to replace one that the College essentially cut out. Regent Martinez stated his question becomes can those two programs be joined and get a bigger footprint of people who do not necessarily want to be a personal trainer but maybe want the aspects that the massage program offered and turn it into some sort of Frankenstein of an Associates Degree where you have both things. The College has cut programs people were using and now the College is bringing a whole new program with an unknown number of people. Regent Martinez stated what a high school student has interest in today is not necessarily what they will have interest in 15 minutes after they graduate. Dr. Martinez stated he does not think it is a replacement in the sense that it replaces a degree by another degree; it is an opportunity to have another Associate Degree that might be a little more likely to be able to go into the areas that Mr. Hite has mentioned. Massage therapy was a very specific type of degree. Dr. Martinez stated the degree as it stands, aside from the fact that the College has a number of courses it already offers which reduces the cost for being able to get adjuncts and gives the College an opportunity to plan ahead as to what it is going to need in order to support the program. Ellen Trabka, Dean, College of Nursing stated regarding combining Exercise Physiology and Massage, Massage is a very specific program and we have oversight by the New Mexico Board of Massage Therapy. The whole first year of that two-year Associate Degree would have to be Massage Therapy classes. This is how the Associate Degree in Massage Therapy was set up. The first year was all the requirements to get your license in massage and the second year was all general education courses, additional massage courses. It would be hard to combine massage and exercise physiology because you would then require that student to become a massage therapist whether they wanted to or not. It would then leave two semesters to complete the requirements for Exercise Physiology, so they are really two separate things. Regent Martinez stated he just does not want this to be perceived as the College just created a job degree so the College could have basketball players come here and get an Associate's Degree. This is probably what is going to be said when it gets approved. Mr. Hite stated as a health science field, this is a very arguable point. It is science based with a lot of hands on learning. There is nothing you can do about those people making those points; all you can do is bring them to light about the actual reality of it. Mr. Hite is an Allied Health Professional, Athletic Trainer but many people think he is just a muscle coach, that is only a portion of his education. To be deterred by what people may think based on reality, that's a different issue. Regent Martinez stated he knows this but those are the things that are going to be



brought up. People are going to say the College is going to cut programs like Radiology, Automotive, El Rito and it is going to be another reason for people to come and say look how bad the College is doing. With this program Regent Martinez stated the College has to do some brilliant marketing. Mr. Hite stated the College will have an active recruitment of himself as well as the other staff in the Athletic Department who are all invested in this since they are professionals in this area and they can help for one be adjunct faculty but they are definitely going to be actively recruiting on their own. Mr. Hite stated they have already proved an interest in this, it is a growing field. As far as enrollment questions, Mr. Hite does not believe it is a big concern. Regent Martinez asked what the long term goal is and if it is to turn it into a Bachelors. Mr. Hite said it is and right now Mr. Hite developed the curriculum following the guidelines of American College of Sports Medicine and there is a body for the accreditation of allied health professionals for education professionals. Currently, in the four corners region, there is only one other school, Metro State, that has that accreditation so down the road, have that Bachelors Program, have that same accreditation and the College would be pumping out certified professionals in that specific field and the College would be one of only two in the four corners region. This would be a great marketing point. Regent Martinez asked why Mr. Hite and Mr. Cordova did not go full on Bachelors. Mr. Hite stated they thought it would be easier and more plausible to start with Associates based on the current time of program being dropped. Right now, in the proposal, one course is being added per semester for the first three semesters of the proposal and three the final. The first three courses, Mr. Hite will be able to teach and the College will not have to hire anybody else, he is already on staff and already teaching three different HYPR courses so the initial investment is not as costly as one might think starting off a new program.

Interim President Sanchez stated one of the things he would like to mention is that there are a lot of concerns that Regent Martinez raised that he believes are good concerns. All the more reason why the College needs to be really working together and leaning on the expertise and the knowledge base that the College has in faculty. In light of a lot of the cuts that have been made, the College needs to do a better job in educating the community. On January 27, 2016 the College had a Community Roundtable Discussion and talked about the transition from a two-year institution to a four-year institution. Interim President already spoke with one legislator and will be meeting with him after the session is over so they can talk about how the College can start bringing into the fold more community type courses. The College was a Community College and when it was a Vocational College the charge statutorily for those types of institutions is much different than a four-year institution and where the College does not enjoy the same things seen in other institutions throughout the state. They have a leg up on the College in terms of housing, feeder institutions. The College is now a four-year institution because the law changed and the College has to be what it has to be. The College also needs to strategically worrying about and thinking about how it is going to grow Continuing Education to keep the pulse on the community and perhaps building a feeder of our own. The College is the only four-year institution that does not really have a two-year feeder to give the Bachelor's programs to those students. The College has a lot of challenges as an institution in Northern New Mexico; a small community that Interim President Sanchez believes the College is up to the challenge. From his perspective, Interim President Sanchez agrees the College will need to make some investments, take some risks but the College wants to weigh that risk, it is important, and the College needs to lien on the academic side of the house in terms of what their thoughts are and what they know. They talk to students; they talk to a lot of people in the academic community. Interim President Sanchez wanted to share these things with the Board of Regents so they do not feel that the College is at least considering it. There is a lot of thought that goes into it.

Regent Martinez stated he does not discount this; he is removed from what the College has been doing for several months on this. His job, part of it is to ask the questions to make sure the College is doing the right thing.

Mr. Hite stated it still has to be proposed to Faculty Senate and there may be changes and a revised proposal will be submitted to the Board of Regents. Regent Martinez stated on number 18, the Massage Therapy program needs to be removed. Mr. Hite stated it has already been removed and it is being electronically voted on. Regent Martinez stated when it comes back they need to be stricken. Regent Garcia stated the budget also needs to be revised.

Regent Powers stated his wife has this degree from TVI. Regent Powers stated he has some issues because he ran it by her. He will wait until the Board of Regents receives it back. She mentioned that the degree or certificate was that important in the grand scheme of things. It was really the sanctioning bodies that give the certifications and she went through the program and in some cases the students at CNM did not get the certificate or degree. All they wanted to do was get to the point they could get certified and get their certification. That is what mattered in the personal training side of things. The other thing question Regent Powers has is with respect to job opportunities for the successful candidates from the program and he would like more information about what the job opportunities are. The discussion is about a broad spectrum from personal training all the way to athletic training and that is a pretty broad spectrum. Regent Powers stated he guesses there are some opportunities there but he would like to have it explained and expanded on so there are some statistics that the Board of Regents can hang their hats on if they should decide to approve the program they did it because they think the students that come through this will have opportunities in the private sector to be employed. Regent Garcia stated she would like to see more statistics as well, there are students who are interested and get their degree but in all actuality, what is the likelihood of them having jobs as soon as they graduate and get their certificate.

Regent DeHerrera asked how long the College would wait to find out if the College would pursue a Bachelor's eventually. Mr. Hite stated once there is proof that there is an established interest in it. Regent DeHerrera stated then you fall back into the fact of what the problem is throughout all of New Mexico, you get your Associate's Degree at the College and it does not transfer to anywhere else to get your Bachelors. Regent Powers stated if you get your Associate's Degree and were able to get one of these jobs then maybe that would drive the student to get the Bachelor's Degree to move on to a higher paying more stable career. Regent DeHerrera stated but then the students will fall into the problem of what the students are having with a lot of these degrees and classes that do not transfer throughout. If the College does not have a Bachelor's Degree here, the classes do not transfer somewhere else and they have to start all over again if they decide to go that route.

Regent Martinez asked what this particular Associates at the College roll into as far as a four-year degree, could a student get this and roll into education or would they have to go back and take other courses to get their four-year degree. Mr. Hite stated he does not know the specifics but with what the College requires, all the general education requirements of all the other Associate's Degrees are included so it will be housed in the Department of Biology so it would be easy to get a Biology Degree (Bachelor's in Biology). Regent Garcia stated or get a Bachelor's in Education. Regent Martinez asked if this is married up with current programs the College has. Regent Martinez stated a lot of people who get their Associates they want to keep going and the College would like to encourage them. If the College does not have a four-year degree, can the Associates be used and the students become an educator or a Biologist without having to take extra credits. Mr. Hite stated this is always something that the College has had in mind as far as being able to get, for example, get an Education Degree and be a teacher/coach/strength coach at a high school. Mr. Hite stated he will make sure he includes proof that it aligns with those degrees in the revised proposal.

Dr. Martinez stated Regent Martinez question is very important because in terms of opportunities if the College is saying to students that they are going to give opportunities for this, the certification is going to be key. If you can build in and ensure that students have the opportunity while they are studying at the College to be able to be certified in those areas. That will enhance the program. Mr. Hite stated one thing that unfortunately changed; the development of this program has been going on for five years now. When Mr. Hite started the process, he was looking at different certification offered by the American College of Sports Medicine. One of the certifications, the minimum requirement that the College was shooting for was an Associates Degree. Throughout the process, they bumped that up to a Bachelors Degree. This had to be taken off, revise everything and now the minimum education for anything below the Bachelor's Degree is a GED. The College is still trying to provide the most educated professionals in the field with this certification, even though it is above the minimum education they need. In this aspect, the College will be pumping out, in essence overqualified, but still being able to carry this on to other similar degrees. Mr. Hite will include this more in depth in the revised proposal.

**XI. EXECUTIVE SESSION**

Regent Garcia asked if the Board of Regents needed to enter into Executive Session. Interim President Sanchez stated that other than for legal update because there were changes from risk, these are more informational. Interim President Sanchez asked the Board of Regents for a few minutes for an update.

**Regent Martinez moved to enter into Executive Session pursuant to:**

**Threatened or pending litigation subject to the attorney-client privilege in which the College may be a participant; and**

**Pursuant to provisions of NMSA 1978, Section 10-15-1(H) (2).**

**A Roll Call vote was taken and all Regents voted unanimously to enter into Executive Session (Regent DeHerrera – yes, Regent Garcia – yes, Regent Powers - yes). The Board of Regents entered into Executive Session at 10:12AM.**


**XII. POSSIBLE ACTION ON EXECUTIVE SESSION**

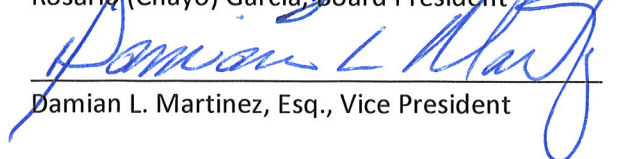
**Regent Martinez moved the Board of Regents return from Executive Session. Roll Call Vote was taken – Regent DeHerrera – yes, Regent Garcia – yes, Regent Martinez – yes. No action was taken. The Board of Regents returned from Executive Session at 11:29AM.**

**XIV. ADJOURNMENT**

**Regent Martinez moved to adjourn. Motion passed unanimously. The Board of Regents Meeting adjourned at 11:30AM.**

APPROVED:

  
Rosario (Chayo) Garcia, Board President

  
Damian L. Martinez, Esq., Vice President