

**NORTHERN NEW MEXICO COLLEGE  
BOARD OF REGENTS MEETING  
FEBRUARY 23, 2012**

**I. CALL TO ORDER**

A regular meeting of the Board of Regents of Northern New Mexico College was held on **Thursday, February 23, 2012** in the Boardroom of the Montoya Administration Building on the Espanola Campus. Regents present: Michael P. Branch, Rosario (Chayo) Garcia, Alfred Herrera, Cecille Martinez-Wechsler, and Feliberto Martinez. President Michael Branch called the meeting to order at 8:40 a.m.

Northern New Mexico College staff present: Dr. Nancy “Rusty” Barceló, President; Dr. Anthony Sena, Provost and VP of Academic Affairs; Domingo Sanchez, VP of Finance and Administration; Ricky Sena, Special Assistant to the President, Grants and Sponsored Programs; Dr. Cathy Berryhill, Dean of the College of Teacher Education; Karen Dvorak, Director of Human Resources; Hilario Romero, Director of EOC; Ryan Cordova, Athletic Director and Men’s Basketball Coach; Stephanie Amedeo-Marquez, Interim Director, Assessment and Accreditation; Julianna Barbee, Director of the Small Business Development Center (SBDC); Andrea Martinez, Interim Coordinator of Special Projects; and Josephine Aguilar, Assistant to the President and Recording Secretary. Faculty present: Tim Crone, Ivan Lopez, Ashis Nandy, Marsha Brenden, and Anita Roybal. Others present: Jeff Genauer, Student Senate President; Michael Maresh, Reporter with the Rio Grande Sun; and Liana Sanchez, Owner/CEO of Avanyu General Contracting and Mateo Peixinho, also with Avanyu.

**II. APPROVAL OF AGENDA**

President Barceló requested that a discussion concerning the Alumni Association presented by Dr. Sena for informational purposes be added as a new item under New Business. The final agenda was approved as amended.

**A. Introduction of new employees.**

The following new employees were introduced to the Board of Regents:

- Mr. Ricky Sena introduced Andrea Martinez, Interim Coordinator of Special Projects, who will develop clear proposals and profiles of all grants so they are better coordinated across the institution to meet federal guidelines.
- Dr. Cathy Berryhill introduced Dr. Marsha Brenden and Anita Roybal, hired to work in the College of Teacher Education. Dr. Brenden is the Education Faculty/Post Baccalaureate Program Developer and Ms. Roybal is the Field Practice Director.
- Dr. Ivan Lopez introduced Ashis Nandy, Faculty in Mechanical Engineering. Dr. Nandy will be getting his doctorate degree this year.

**III. APPROVAL OF MINUTES**

The minutes for the regular meeting held January 26, 2012 were approved as presented.

#### **IV. FINANCIAL REPORT**

##### **A. Fiscal Report by Domingo Sanchez.**

Mr. Domingo Sanchez, VP for Finance and Administration, provided a report in the following areas:

Revenue and Expenditure Report for the month ending January 31, 2012: Revenues collected total to about \$10M. As mentioned at previous meetings, State Government Appropriation is down slightly and tuition has generated more revenue. Expenditures are down slightly (\$7.6M) compared to last year at the same time (\$7.8M). Mr. Sanchez reiterated that the College is trying to build up fund balances and make sure that reserves are maintained. The Business Office is currently trying to minimize and/or consolidate the number of funds at the College in order to make accounting more efficient. During the budgeting process that will be taking place, Mr. Sanchez will want to have more discussions with everyone to explain where the College is with regard to fund balances and the need to put monies aside for planning and program expansion necessary for the College to move forward. Also during the budgeting process priorities will be established and the needs of the entire College will be reviewed and considered. Mr. Sanchez stated that his main concern right now is getting through the fiscal audits and preparing the Operating Budget so it is timely.

Audit: The FY10 field work is complete. After the testing of financials and responding to any findings with the auditors, Mr. Domingo will schedule an exit meeting. Relationships with HED, the auditors, and others have improved greatly. The College has made considerable progress from where it was this time last year. The auditors will return on March 19 to work on the FY11 audit and will be on site for about four weeks.

FTE Summary Report: Total number of FT faculty and staff has remained stable since July, 2012. The number that fluctuates the most is for adjunct faculty.

Capital Outlay Budget Status Report: Mr. Sanchez summarized the year-to-date revenues, expenditures, and balances for nine capital project funds at the College (report attached). The two major projects include:

- Solar Collector Refurbishment (ARRA Project): Phase one is 100% complete. Phase two, the photovoltaic (PV) system, is 99% complete. The College is within budget and the panels should save the College some money. Regent Branch requested a follow up regarding guarantees from the contractor to make sure the work is done properly and no leaks will result in the future.
- Ben Lujan Learning Resource Center Addition: The project is 65% complete and is a little behind schedule due to delays in acquiring steel. Anticipated completion date is by the end of June, 2012.

Legislative Session: Mr. Sanchez provided a summary of FY13 budget appropriations, as approved by the House and Senate and now subject to the Governor's approval or veto. Per state law, the Governor must complete her budget review by March 7, 2012. The President and Northern's Legislative Team is working diligently to ensure that Governor Martinez is aware of the College's dire need to the funding listed below:

- G.O.Bond: This source of funding in the amount of \$2M is for health and safety issues at the College. There is a need to enhance and expand our systems to better protect students, faculty, staff and visitors. If approved by the Governor, the G.O.Bond will go to the voters in November.

- Severance Tax Capitol: The College was very fortunate for the contributions made by legislators in the amount of \$262,000 to provide technical support necessary to provide quality education to our community. The need to enhance IT is critical toward building our infrastructure to better serve the campus community.
- Research and Public Service Projects (RPSPs): Funding to increase the salaries of all faculty in the amount of \$50,000. This funding is essential to bring NNMC faculty up to statewide averages.

## V. OLD BUSINESS

### A. **Capital Projects Update.**

The Capital Projects Update Report was presented by Domingo Sanchez under Financial Report above.

## VI. NEW BUSINESS

### A. **Consideration of honorary degree candidate.**

Dr. Anthony Sena, Provost and VP of Academic Affairs, presented a recommendation from the Faculty Honors Committee to award an honorary baccalaureate degree to a candidate. The policy and procedures on honorary degrees (attached) has now been well formulated and implemented through the Faculty Senate. Members of the committee met with the Provost regarding this recommendation. Dr. Sena then forwarded the recommendation to the President. The recommendation is now being presented to the Board of Regents for approval. President Barceló stated she has been very impressed with the experience and contributions made by this individual to the traditions of food and agriculture in north-central New Mexico. President Barceló recommended approval. Dr. Sena stated that if the Board concurs with the recommendation, he will notify the candidate. A biographical sketch on the candidate, Ms. Eremita Campos, is attached. President Barceló has spoken to the Provost about identifying a “hall of fame” so individuals who get these kinds of awards are recognized and not forgotten.

**Regent Alfred Herrera moved to approve the recommendation of the Faculty Honors Committee, the Provost and the President to grant an honorary baccalaureate degree to Ms. Eremita Campos. Motion carried unanimously.**

### B. **EOC Final Report for FY 2010-11.**

Mr. Ricky Serna, Special Assistant to the President for Grants and Sponsored Programs, introduced Mr. Hilario Romero, Director of the Educational Opportunity Center (EOC), who presented the Final EOC Report for FY 2010-11. EOC has served north-central New Mexico for 37 years, from 1974 to present. The NMEOC is one of the original twelve that received a grant nationwide, and has continued to get funded. President Barceló complimented Mr. Romero and his staff for keeping this program alive and well at Northern. The report covers the number of clients served during this period (2,138), client distribution by race and ethnicity, client distribution by gender, client distribution by age, services rendered, and target area. The report also lists the counties, pueblos, and high schools that are being served by EOC. A copy of Mr. Romero’s PowerPoint presentation is attached for more details. The services EOC has provided has been tremendous. Mr. Romero explained that the College receives close to \$40,000 a year from the 8% indirect cost from the grant. The College serves as fiscal agent and provides space for the EOC main office at the Espanola Office. Other NMEOC offices serving clients are located in Taos, Las Vegas, Santa Fe, and Bernalillo. Mr. Romero explained that the Espanola, Mora,

and Mesa Vista high schools are not served by EOC because Talent Search is still serving them. EOC can pick up these school only when Talent Search is no longer serving them. Mr. Romero is gathering data manually to track where the high school seniors go to College. Mr. Ricky Serna stated this is a big issue the State is trying to address on how to track students all the way to College completion and into the workforce.

**C. Report on Retention.**

Mr. Ricky Serna’s detailed PowerPoint presentation regarding the College’s first year retention plan is attached. A number of advisement/recruitment resources that currently exist at the College are being coordinated to work more efficiently to improve retention. A full-fledged effort has been initiated to address and improve student retention:

<p><b><u>Current Initiatives:</u></b></p> <ul style="list-style-type: none"> <li>● Develop an Institutional Advisement Committee – comprised of existing advisement staff and faculty representation</li> <li>● Launch campus-wide Early Alert Program</li> <li>● Develop Outreach Master Calendar</li> <li>● Advisement Training for new NNMC staff</li> <li>● Implement Summer Bridge Program</li> <li>● Fill staff vacancies             <ul style="list-style-type: none"> <li>◦ Dual Credit Director – complete</li> <li>◦ Director of Institutional Advisement – search in process</li> <li>◦ Academic Advisement – post pending</li> </ul> </li> </ul>	<p><b><u>Future Initiatives:</u></b></p> <ul style="list-style-type: none"> <li>● Implement a comprehensive New Student Orientation – (Required)</li> <li>● Implement Intrusive Advisement             <ul style="list-style-type: none"> <li>◦ Assign first-time freshman to an advisor</li> <li>◦ Increase academic advisor functions                 <ul style="list-style-type: none"> <li>▪ Authorize Add/Drops</li> <li>▪ Authorize major/minor changes</li> </ul> </li> <li>◦ Restrict student Add/Drops for year 1</li> </ul> </li> <li>● Launch advisement via distance education</li> <li>● Centralize advisement services (physical space)</li> <li>● Enhance Master Student Class – First Year Experience Course</li> </ul>
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The retention committee is large but very structured and working very well. The committee will be chaired by the Director of Institutional Advisement when the person comes on board. Mr. Serna is currently chairing in the interim. This committee is also responsible for developing and launching the Early Alert Program in the spring 2012 semester. This program provides faculty with a process for referring a student that is exhibiting a pattern of behavior that puts them at high risk at failing a class and who is not responding to interventions provided by faculty. Faculty participation in this committee is essential as they are the first line of defense and can provide the first layer of immediate intervention. Cross training taking place between faculty and advisors is also essential and allows everyone to be on the same page. There is an academic and non-academic (personal and social problems, etc.) component to retention and the College is working to address both pieces. Other outreach/recruitment efforts at the K-12 level include reinstating Friday Academy and using Student Ambassadors to go to the high schools to make presentations. Mr. Serna reported that Northern’s Year One Retention Model will be presented at a conference in Ruidoso the end of March to sister institutions.

The Regents expressed how proud they are to see progress and effort being initiated at the College in so many areas. They agreed that the First Year Retention Plan is impressive and well thought-out. They suggested that this presentation be made to the superintendents and to the Espanola PAC committee.

*(At this time the Regents recessed for a brief break at 10:20am. The open meeting reconvened at 10:30am).*

**D. Discussion: Alumni Association as an AQIP Action Project.**

Dr. Anthony Sena stated that as an AQIP institution, Northern has to maintain active action projects at all times. The minimum number is three. The College retires action projects and considers new projects.

This year the Dean's Council has approved three action projects: 1) Safety and Security, 2) Advisement and Retention, and 3) develop an effective alumni association. These action projects will be presented to the Board for approval at the future board meeting. Dr. Sena reported that the AQIP Council has been assumed by the Dean's Council, which has representation from across the institution, including Grants, Registrars, Library, etc. The Alumni Association will be under the Advancement Office. Because of the recent organizational changes, the MOU with the Foundation will be revisited.

## **VII. PRESIDENT'S REPORTS AND ANNOUNCEMENTS**

1. President Barceló invited Ms. Julianna Barbee, Director of the Small Business Development Center (SBDC) to make a presentation that she made at the State Capitol during this Legislative Session. Ms. Barbee reported that the SBDC Business Success Client "Avanyu General Contracting" from San Ildefonso Pueblo was honored and recognized on February 9, 2012 at the State Capitol during NMSBDC Day. Ms. Barbee introduced Ms. Liana Sanchez, owner of Avanyu, Mateo Peixinho, COO, who told their success story to the Regents (long version attached). Liana began her career in construction with classes and hands-on projects at Northern's Adobe program. She has an AA degree in Business Administration and is working toward a BA. Mateo has 28 years of experience in construction. The company, which started in 2004, has established a positive reputation for its commitment to environmentally-friendly construction methods through its work with six Pueblos. Because of the recognition at the Legislature and a video produced by SBDC, the company is getting a lot of publicity and nation-wide coverage. Ms. Barbee stated that she was selected to represent the SBDCs at Congress the week of March 17 in Washington, DC, and Avanyu General Contracting will be representing the NM small businesses. President Barceló pointed out that she was present when Ms. Sanchez and Mr. Peixinho shared their success story with the Governor and as a result Northern was also highly recognized. Mr. David Lindblom, Director of Canel Seis, will schedule a separate interview with Avanyu, which will be aired on Channel 6.

2. President Barceló reported that David Lindblom's film "Aftermath of Las Conchas Fire on Santa Clara Canyon" has been selected by CASE (Council for Advancement and Support of Education) as one of the top finalist in the Accolades competition. Winning entries will be announced during the CASE IV Awards Ceremony on Tuesday, March 27. David Lindblom will be attending the conference and the awards ceremony. President Barceló stated this speaks of the quality of work our faculty and staff are doing at Northern and for the surrounding communities.

3. President Barceló stated that the College has invited the Director of the Los Alamos National Laboratory (LANL), Dr. Charles F. McMillan, to be this year's Commencement Keynote Speaker on May 12, 2012. Dr. Barceló is hoping that he will accept our invitation.

4. The Regents will be hearing more about the La Tierra Montessori School of Arts and Sciences and their request for space. Dr. Barceló stated that the proposal, which was approved by the state, is one of the best she has ever read. (*La Tierra Montessori School of the Arts and Sciences will provide K-8 students in Espanola and the surrounding communities with the opportunity to improve their educational outcomes and reach their maximum potential through an integrated experiential curriculum designed to serve individual learners, their families, and the community as a whole. La Tierra Montessori School of the Arts and Sciences will utilize an integrated approach of Montessori and Reggio Emilia curriculum and pedagogy; environmental, agricultural, and ecology education; and immersion in the performing and fine arts.*)

5. President Barceló stated the Strategic Visioning Event held on Monday, February 20, was successful. Over 125 people participated from 9:00a.m. to about 3:00p.m. Dr. Barceló is pleased with

the strong student participation at the event. The feedback has been very positive. There was consensus by everyone on who we want to be as an institution, and items that kept coming up throughout the day included academic excellence and what that means, cultural legacy of the college, and student success. Dr. Debra Friedman, Facilitator and Chancellor of the University of Washington Tacoma, is currently pulling all materials together from the event, which will be incorporated in the draft Strategic Visioning Plan. The final plan will be approved by the Regents at a future Board meeting.

## **VIII. COMMENTS FROM THE BOARD**

1. Regent Branch suggested that the College reach out to LANL to see what Northern can do to assist them during the current Laboratory budget and the RIFs that are taking place. The College can provide the retraining that is necessary for the employees identified in the RIF.

2. Regent Alfred Herrera requested the following items be placed on a future Board meeting agenda: 1) Regent Herrera would like to sponsor a Resolution for consideration by the Board regarding the activities at LANL by way of offering our support for stabilized funding at LANL, 2) develop a Charter to be brought before the Board for consideration with regard to the roles and responsibilities of a Finance/Audit Committee. The Association of Governing Boards (AGB) book on “The Audit Committee” has a template that can be followed to formalize the process, 3) a process to formalize the internal audit process, and 4) sponsor an initiative for the establishment of an advisory student representative on the Board of Regents.

3. Regent Branch stated that some committees of the Board of Regents can probably be consolidated such as academic affairs and student affairs. Many issues can be heard at the committee level and then reported to the full Board at a regular Board meeting in order to shorten the length of meetings.

4. Regent Branch commended Northern’s Legislative Team for the great work accomplished in coordinating meetings, planning ahead, etc. He suggested that the College contact HED, LFC, LESC, etc., soon to offer to host meetings on campus before schedules are set. This will provide an opportunity to meet and greet legislators and show them what the College has to offer.

## **IX. PUBLIC INPUT**

None.

## **X. STUDENT INPUT**

Jeff Genauer, President of the Student Senate, reported that about 20 students will be present at the luncheon with the Board of Regents following the Board meeting. President Barceló acknowledged and thanked Jeff for the legislative work that he did during the session. He was present almost every day and made some important contacts on behalf of Northern.

## **XI. EXECUTIVE SESSION**

Regent Alfred Herrera moved that the Board enter into Executive Session pursuant to Sections 10-15-1(H)(2) and 10-15-1(H)(7) of the Open Meetings Act to discuss limited personnel matters and legal matters. **Regent Chayo Garcia, Regent Feliberto Martinez, Regent Alfred Herrera, Regent Cecille**

**Martinez, and Regent Branch moved in the affirmative to adjourn into executive session at 11:10 am.** The open meeting reconvened at 11:55am. Personnel actions were made in open session.

**XII. PERSONNEL MATTERS**

**A. Personnel actions.**

New Hires

Ashis Nandy	February 13, 2012	Faculty, Mechanical Engineering
Angelo Jaramillo	February 20, 2012	Director of Dual Credit

Resignations/Retirements/Terminations

Carlos Martinez	January 27, 2012	Facility, Concessions, Promotions Coordinator
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**Regent Cecille Martinez moved to approve the new hires and the termination as presented. Motion carried unanimously.**

**B. Review and approval of President's Contract.**

Regent Branch presented a copy of the President's contract discussed with the President in Executive Session. Attached to the contract is Appendix A, which lists the presidential goals to be reviewed on an annual basis. The contract is for the period July 1, 2012 through June 30, 2017 and Regent Branch reported the salary remains the same over this period of time.

*(Note: Regent Chayo Garcia left the meeting shortly after adjourning into Executive Session in order to attend another meeting.)*

**Regent Cecille Martinez moved to approve the President's contract commencing July 1, 2012 through June 30, 2017 and authorized the signing of the contract effective today, February 23, 2012. Motion carried unanimously.**

**XIII. ADJOURNMENT**

Regent Cecille Martinez moved to adjourn the meeting. The meeting adjourned at 12:00pm.

Josephine Aguilar, Recording Secretary

APPROVED: March 22, 2012

/s/  
Michael P. Branch, Board President

/s/  
Cecille Martinez-Wechsler, Secretary