

**NORTHERN NEW MEXICO COLLEGE  
BOARD OF REGENTS MEETING  
DECEMBER 15, 2011**

**I. CALL TO ORDER**

A regular meeting of the Board of Regents of Northern New Mexico College was held on **Thursday, December 15, 2011** in the Boardroom of the Montoya Administration Building on the Espanola Campus. Regents present: Michael P. Branch, Rosario (Chayo) Garcia, Alfred Herrera, and Cecille Martinez-Wechsler. Regent Feliberto Martinez did not attend the meeting. President Michael Branch called the meeting to order at 2:05 p.m.

Northern New Mexico College staff present: Dr. Nancy “Rusty” Barceló, President; Dr. Anthony Sena, Provost and VP of Academic Affairs; David Schutz, Director of Capital Projects; Domingo Sanchez, VP of Finance and Administration; Ricky Serna, Special Assistant to the President, Grants and Sponsored Programs; Dr. Ken Dvorak, Assistant Provost for Academic Support/Director of Distance Education; Ryan Cordova, Athletic Director and Head Men’s Basketball Coach; Melissa Velasquez, ABE Director; and Josephine Aguilar, Assistant to the President and Recording Secretary. Faculty present: Dr. James Biggs, Dr. Sasha Garver, Gil Sena, and Tim Crone. Others present: Jeff Genauer, Student Senate President; Michael Maresh, Reporter with the Rio Grande Sun.

**II. APPROVAL OF AGENDA**

The final agenda was approved as presented.

**III. APPROVAL OF MINUTES**

The minutes for the regular meeting of November 22, 2011 were approved as presented.

**IV. OLD BUSINESS**

**A. Policy Review Committee Update.**

Mr. Ricky Serna, Special Assistant to the President, Grants and Sponsored Programs, and Ms. Karen Dvorak, Human Resources Director, presented a policy review update. Mr. Serna and Ms. Dvorak serve as members in the Policy Review Committee. Mr. Serna stated the committee was formed at the request of President Barceló to review the institution’s existing policies for consistency internally, consistency across the policies, across the handbooks, and across the Collective Bargaining Agreements. As mentioned previously to the Board, a template was developed and in the process of moving some policies into the new template, it was determined that the policies as they currently stand are problematic and will not easily move via cut and paste from the old format into something consistent and necessary for the operation of the College. After a lengthy discussion it was determined that it might be more efficient and less time consuming to begin with reviewing current and updated policies from other institutions comparable to Northern. Legal counsel for the College also recommended that given the state of the policies to date, that the College begin with the framework or set of policies of an institution comparable to NNMC. Legal Counsel identified UNM and Luna Community College as having the most current and updated set of policies that address the number of state and federal drivers that universities must uphold. The College will modify policies as necessary to fit Northern’s practices. Mr. Serna stated that the proposed next step would be to draft a policy outlining the process for which the Board of Regents reviews, approves, and modifies policies.

The Regents agreed to the approach staff is proposing to undertake considering the complexity and volume of work involved.

**V. NEW BUSINESS**

**A. Approval of Capital Outlay Requests for the 2012 Legislative Session**

David Schutz, Director of Capital Projects, presented the current capital outlay requests to be presented for funding at the upcoming 2012 legislative session. He also outlined the critical campus infrastructure improvements needed at both campuses. He explained that under the HED process four-year institutions are allowed to submit three specific requests. Two year institutions can submit two requests. Northern's three requests submitted to HED are as follows:

**Current Capital Outlay Requests:**

***Funding source – General Obligation Bond (GOB):***

<b>SERPA Phase II</b>	\$ 675,000
Photovoltaic array to power the existing building.	
Furniture and equipment.	
<b>Security Systems Upgrades</b>	\$1,200,000
All systems are currently obsolete and in need of major upgrades (cameras and alarm systems, gates, fences and walls, electronic access system)	
<b>Joseph M. Montoya Administration Building Renovation</b>	\$ 950,000
Consolidate Student Services to provide “one stop shopping” for students, allow staff to better coordinate services, and to provide a secure area that will protect student confidentiality.	
<b>TOTAL</b>	<b>\$2,825,000</b>

Mr. Schutz reported that HED has cut this amount of \$2.5M and the recommendation of the legislative finance committee staff is \$2.4M.

**Additional Critical Campus Infrastructure Improvements:**

***Funding source: Severance Tax Bonds (STB):***

ADA Compliance Improvements	\$ 350,000
Road, Curb, Gutter, Paving & Drainage Improvements	\$ 325,000
Facilities Survey & Campus Master Plan	\$ 105,000
Biomass Boiler & Heating Systems Upgrades (Phase II)	\$ 300,000
IT Infrastructure Equipment and Upgrades	<u>\$ 150,000</u>
<b>TOTAL</b>	<b>\$1,230,000</b>

Appropriate language will be incorporated in the legislation for the above projects that will give the College the greatest flexibility to accomplish the needs necessary to improve the campuses.

**Regent Chayo Garcia moved to approve the capital outlay requests outlined above by Mr. Schutz with the understanding that administration will prioritize the STB list of critical projects outlined above. Motion carried unanimously.**

**B. Discussion concerning new fees in the Music Program.**

Dr. Sena introduced Dr. Sasha Garver, Visiting Part-Time Faculty and Interim Music Program Director. Dr. Garver presented a proposal to the Board of Regents for review prior to the Board meeting (a copy of the entire proposal is attached). A summary of Dr. Garver's presentation is as follows:

**Applied Music Lesson Fees: An analysis and request**

As per the request of Stephen Spangehl with the Higher Learning Commission (HLC) and in preparation for the November 14<sup>th</sup>, 2011 Focus Visit by HLC, the music program implemented the following changes.

1. Revised the BMUS program so that the degree articulates with regional and national institutions. (A panel of music faculty met over the summer to revise the degree to this end).
2. Revised the AA program so that the lower division articulates with the BMUS and regional institutions for transfer.
3. Examined the NASM (National Association of Schools of Music) accreditation standards and put all music degrees in-line with their Federal standards. (NASM serves as a Federal accreditor in regions not served by HLC/WASC).

In examining the BM degree at Northern, it was discovered that the College was significantly out-of-line with national and regional practices and to this end a revised AA/ BMUS was proposed and approved by the Curriculum Committee and Northern's Faculty Senate in October and November. The final step of this process is to add the applied lesson to the music program in order to put Northern in line with other regional institutions and with institutions nationally. If students plan to transfer to another institution or continue on to graduate study, they must have completed eight semesters of Applied Music Lessons on their major instrument. The fees should be implemented during the fall 2012 semester.

**Proposed Fees:**

- Compensate instructors at a set rate and not according to the standard theory course fee, as there will only be one student enrolled in each class.(Ex. A professor with DMA/PhD would make \$2070 for teaching one 3 credit one-hour student using the Theory reimbursement model, which is far above the national average.)
- Implement a proposed a set rate of \$800 per semester for the one hour/3 credit lesson, and \$400 per semester for the 30 minute/2 credit lesson, regardless of level of instructor education. This will work out to \$61.53/clock hour for 13 contact opportunities and \$53.33 for 15 contacts. The maximum load of Applied Lesson Credit hours for any instructor (full or part-time) will be 19 credits. This is the standard nationally and is set by NASM. The proposed fee will put the College in the middle range of local institutions and will also help Northern to compete with those institutions which offer mileage compensation to their instructors. This will also help Northern be competitive with the "going rate" for private lessons in the Santa Fe/Albuquerque areas.

President Barceló stated that further discussion is necessary in order to make the proper recommendation to the Board of Regents.

**C. Northern New Mexico Innovation Center.**

Dr. Sena introduced Dr. James Biggs, Instructor and Director of the Environmental Science Program, and Ms. Melissa Velasquez, ABE Director. Ms. Velasquez's background is in environmental science. The PowerPoint presentation provided by Dr. Biggs and Ms. Velasquez is attached. Also attached are two handouts: 1) El Rito Innovation Center Phase Flow Chart, and 2) Organizational Chart for the Center. The Innovation Center at Northern New Mexico College will:

- Address need for growth in advanced studies
- Establish facility for training and research

- Serve the cultural, ecological, and economic development objectives of its region
- Building Northern's capacity to address regional problems and support student success

Operations within the Innovation Center will include the following:

Agroecology and Biological Research Station: The Research Station will be a multidisciplinary cross-functional facility focused on undergraduate/graduate research, public outreach, and regional job training. Components of the Station include: Ecosystem Management and Restoration; Agroecology Research; Biomass Research/Demonstration Facility; Foreign exchange student program; and academic field courses. Development and advancement of the Station will include partnerships and collaborations with other academic institutions, state and federal agencies, regional high schools, area employers, community organizations, and stakeholders.

Cultural Heritage, Sustainable Tourism, Ecological Education:

- Conference/Retreat Center facility for workshops and seminars
- Excellent resource for sustainable tourism activities and education
- Ecological education programs

Northern New Mexico Land Policy and Acequia Center:

- Emphasize scientific principles related to water and land use policies in northern New Mexico.
- Resource center for acequia users, land grantees, and the public lands.
- Integration of science-based practices with water and land use in northern New Mexico.

Hospitality and Culinary Education Center:

- Dining and kitchen/banquet facilities
- Workforce development training site
- Experimental learning
- Professional development
- Career preparation

The Center will be developed to be a self-sufficient operation. Northern has the facility, the regional features in close proximity to El Rito, and the expertise and knowledge among its faculty to carry this project forward. NMSU and others have expressed their interest in collaborating with Northern.

Dr. Barceló and the Regents complimented Dr. Biggs and Ms. Velasquez for their passion and for their hard work on this project.

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

1. At President Barceló's request, Mr. Gil Sena, Automotive Technology Instructor and President of the Faculty Senate, presented a slide show (pictures tell the story by themselves) of events that took place on the Espanola Campus. The events held in November and December, 2011 include:

- Memorial concert at the Auto Tech Building on Saturday, November 12, 2011.
- Annual Christmas Cruise and Toy Run at the Auto Tech Building on Saturday, December 3, 2011.
- Winter Wonderland – Put a Smile on a Child's Face at the Auto Tech Building on Sunday, December 11, 2011. Over 1,000 people were present. Holy Cross Hospital flew in Santa Claus by helicopter. Dr. Barceló suggested that next year this event take place in the Eagle Memorial Gymnasium.

2. President Barceló invited Ryan Cordova, Northern's Athletic Director and Men's Basketball Coach, to provide a report on the Athletic Program. Attached are two handouts provided by Mr. Cordova. Mr. Cordova explained the win/loss record. He stated that the conference is so spread out throughout the US that Northern gets to play 3-4 opponents. The way the College is evaluated is through a rating system as reflected in the attached handout. This year, at 0/16, the average is almost 4.0 because of the opponent that the College has played against. A .500 record is considered a winning record. Mr. Cordova stated many games have been very close to winning; however, the points/rating system ranks Northern at the top five. Another thing to consider is that nine of the thirteen players in the Men's team are freshman.

Mr. Cordova also explained that he can make more money at an away game than at a home game. Away games are guaranteed, paid in cash by the institution and lodging is paid. Mr. Cordova also covered many other areas pertaining to athletics (housing, basketball camps, season tickets, schedules, live and radio broadcasts, etc.). A list of needs for the Athletic program is included in the attached handout.

The Regents were appreciative of the informative report provided by Mr. Cordova.

## **VII. COMMENTS FROM THE BOARD**

## **VIII. PUBLIC INPUT**

## **IX. STUDENT INPUT**

## **X. PERSONNEL MATTERS**

A. Personnel actions.

### **New Hires**

A.1 President Barceló recommended the hiring of Marcia Brenden as Ed Fac/Post Baccalaureate Program Developer effective January 3, 2012.

**Regent Cecille Martinez moved to approve the hiring of Marcia Brenden as presented. Motion carried unanimously.**

### **Resignations/Retirements/Terminations**

Brenda Martinez	December 31, 2012	Retirement	Career Services Specialist
Joseph Marcoline	December 31, 2012	Resignation	Environmental Science

**Regent Cecille Martinez moved to accept the retirement and resignation as presented. Motion carried unanimously.**

## **XI. EXECUTIVE SESSION**

There was no need to go into executive session.

## **XII. ADJOURNMENT**

Regent Cecille Martinez moved to adjourn the meeting. The meeting adjourned at 4:05pm.

Josephine Aguilar, Recording Secretary

APPROVED: January 26, 2012

/s/  
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Michael P. Branch, Board President

/s/  
\_\_\_\_\_  
Cecille Martinez-Wechsler, Secretary