

**NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS MEETING
FEBRUARY 19, 2009**

I. CALL TO ORDER

A regular meeting of the Board of Regents of Northern New Mexico College was held on Thursday, February 19, 2009 in the Boardroom of the Montoya Administration Building on the Espanola Campus. Regents present: Michael P. Branch, Cecille Martinez, Feliberto Martinez, Theresa M. Martinez, and Dennis Salazar. Board Chair Michael Branch called the meeting to order at 9:09 a.m.

Northern New Mexico College staff present: Dr. Jose Griego, President; Tom Garcia, Executive Vice President; Loretto Garcia, Vice President for Finance; Dr. Anthony Sena, Provost; Alfredo Montoya, Dean of Student Services/Director of Financial Aid; Carlos Martinez, Director of the El Rito Heritage Retreat Center; Anne Quinn, Director of Facilities and Capital Projects; Julianna Barbee, Director of SBDC; Guido Gellis, Director of SOL/SSS; Jody Gritman, Bookstore Manager; Joyce Sandoval, Comptroller; Janelle Gomez, Administrative Secretary; and Josephine Aguilar, Assistant to the President and Recording Secretary. Faculty Present: Tim Crone, Gil Sena, Quentin Wilson, and Jonathan Cartland. Others present: Patrick Archuleta, Student Senate President; Sigfredo Maestas, President Emeritus; Ted Bucklin and Wendy Westerbecke, El Rito Community residents; and Tony Hernandez, Report for the Rio Grande Sun.

II. APPROVAL OF AGENDA

Regent Branch recommended that two items be moved up on the agenda after approval of minutes: V(A) "Facilities Report" followed by agenda item VI(F) "Report by President Emeritus Sigfredo Maestas."

The final agenda was approved as amended.

III. APPROVAL OF MINUTES

Regent Dennis Salazar moved to approve the minutes for the regular meeting of January 15, 2009. Motion carried unanimously.

IV. OLD BUSINESS

A. Facilities Report by Anne Quinn

The Capital Projects Status Report provided by Ms. Quinn, Director of Facilities and Capital Projects, is attached. Ms. Quinn summarized the major projects as follows:

Career Technical Education Building – Construction is complete; items on Punch Lists are being addressed. A temporary Certificate of Occupancy has been issued so classes can be taught.

El Rito Emergency Water Project – The Board of Finance approved the use of 3DI funds for this project. The College will now proceed with the schematic design and design development before bidding the project out. Bidding is scheduled for the end of April, construction to begin mid-May with completion in October, 2009. Plans are to abandon the elevated water tank and provide water through the million gallon service tank, except for the domestic water. The college will tap into the El Rito Community Water System for domestic water. Ms. Quinn stated she is working with a water rights attorney to finalize negotiation of the exchange of water rights

required as part of this agreement. The College will need to obtain approval from the Board of Finance with regard to the transfer of water rights. Ms. Quinn stated that the granting foundation for the El Rito Plaza has been notified and they understand and support the project. Ms. Loretto Garcia stated that the College has also kept the State abreast of funds appropriated for the El Rito Plaza. Regent Branch suggested that Ms. Garcia obtain a formal acknowledgement from HED concerning approval to extend the date funds are to be expended. President Griego stated that when the project is complete, the Campus will have enough fire protection capacity with the system that is being designed. The El Rito Community also has fire trucks that are available for fire suppression for the campus.

College of Education Building – A Value Engineering Session has taken place with architects and consultants to develop the maximum efficiencies in the building and obtain a cost estimate that is within budget. Project documents have been submitted to HED and Board of Finance for review/approval at their March 12 and April 21 meetings. If approved, the project will bid in April, and construction will begin in May with completion scheduled June, 2010.

Student Housing Project - The draft RFP for design, development, construction and management is undergoing final refinement. Ms. Quinn is coordinating with HED concerning requirements for review/approval.

SERPA – Draft Solicitation for Architectural/Engineering Consulting Services is undergoing final revisions. When the draft is approved, it will be issued for responses. Programming and design will begin this spring. Building completion is scheduled for May, 2011.

President Griego stated that he has asked Tom Garcia and Anne Quinn to start working on some proposals to the Governor's Office to use monies from the stimulus package for remodels at the El Rito Campus (make the buildings green and try to eliminate the current antiquated heating system). He will keep the Board posted on the progress made.

President Griego stated that the dedication of the Career Technical Education Building has been scheduled April 16, 2009 in conjunction with the Board of Regents meeting.

VI(F) Report: 100 Year Anniversary Historical Publication by President Emeritus Dr. Sigfredo Maestas.

President Emeritus, Dr. Sigfredo Maestas, stated he is writing a historical book about the actions that people took to advance the cause of the Spanish American Normal School and the transformation that transpired to the present time, with the last chapter telling the story of the current Board of Regents' hopes and dreams for the school in the next five to ten years. He is using materials that are readily available and conducting interviews with people connected to the history. Dr. Maestas requested that the College publish the book and hire someone to do the layout. He will provide the College with a cost estimate as soon as possible. Dr. Maestas stated he does not want to get compensated for writing the book and his wishes are that any proceeds from the sale of the book go to the College. Dr. Maestas stated he would like to have the book finished by mid-May.

President Griego stated that the official 100th year anniversary celebration will take place in the fall, 2009. There is a House Joint Memorial (HJM Bill 42) introduced at this legislative session congratulating NNMC on 100 Years of Operation.

Regent Cecille Martinez moved to give President Griego authority to move ahead and use his discretion to enter into agreements in order to publish the book. Motion carried

unanimously. A meeting will be arranged for Dr. Maestas to meet with the Regents within the next six weeks.

V. FINANCIAL REPORT

A. Budget Status Report for the month ending January 31, 2009.

Ms. Joyce Sandoval, Comptroller, presented the financial report (attached) for the month ending January 31, 2009. Ms. Sandoval stated there are no unusual or extraordinary items (expenses or income) to report. The focus in the Business Office at the present time is to control costs and spend only what is absolutely necessary for the continued operation of the College.

President Griego stated that colleges and universities will not know how deep budget cuts for FY 2010 are going to be after the legislative session ends on March 20, 2009. A special session is planned by the Governor in April or May to look at new revenue projections and readjust budgets as a result of the stimulus package from the federal government. The Effective Resource Utilization Committee came up with a total cost savings of \$688,875 or 6.1%. The legislature deauthorized the 2009 budget by 2.5%. It is the intention of the College to roll over the remainder of the savings for FY 2010.

Ms. Loretto Garcia, Vice President for Finance, reported that the Higher Education Department (HED) has requested information from all institutions outlining cuts in budget in the revenue and expenditure side to present to the Legislative Finance Committee (LFC). Northern has complied with this request.

B. Approval of FY 2007 and FY 2008 Audit Reports.

The FY 2007 and the FY 2008 Audit Reports have been approved and released by the State Auditor.

Ms. Loretto Garcia reported that the FY 2007 Audit Report was a good audit. One of the reasons it received a Qualified Opinion rating was because the auditors were not present during the month of June to ensure that student receivable amounts being reported were correct. They were also not present to substantiate inventory records. The Finance Committee of the Board participated in an Audit exit meeting on November 13, 2008. The Federal Awards portion of the audit received an Unqualified Opinion. Findings were minor and have been corrected.

The FY 2008 Audit Report received an Unqualified Opinion rating. An Unqualified Opinion is the best rating a state institution can receive. Findings have been resolved. Ms. Garcia thanked the Business Office staff for their hard work and time spent on the audits.

Regent Dennis Salazar moved to approve the FY 2007 and FY 2008 Audit Reports. Motion carried unanimously.

VI. NEW BUSINESS

A. Approval of Union and College Salary Adjustment Agreement by President Griego.

President Griego reported that a 2% salary increase was approved at the 2008 legislative session and by the Governor for FY 2008-09. Exempt (non-classified) employees received the 2% salary increase effective July 1, 2008. The Union and the College have been negotiating salary adjustments for faculty and non-exempt (classified) employees. The College and the Union

(Northern Federation of Educational Employees #4935) reached an agreement and the Union ratified the agreement the latter part of January, 2009. In order for the salary adjustment to be reflected in the February 20, 2009 pay check, the Board was polled by Josephine Aguilar, Assistant to the President, on January 29 and 30. The Board members voted yes to the following salary agreement: Each employee will get \$1,000 for 2008-09 effective with the pay check on February 20, 2009. This amounts to a 1.7% through 3% salary increase for faculty and 3% through 5.8% for classified staff. The lower paid employees are to receive the higher percentage.

Tim Crone, President of the NFEET, thanked the Management team (Nancy O'Rourke, Tony Sena and Loretto Garcia) and the Union team members who volunteered their time to participate in these negotiations (Dr. Lou Schiano, Larry Tafoya, Mildred Martinez, Arnold Suazo, and some adjunct faculty who assisted occasionally). Since the adjunct faculty received a substantial increase the previous year, there was no increase for adjunct faculty this fiscal year.

Regent Theresa Martinez moved to approve the salary adjustment agreement for full-time faculty and non-exempt employees as presented. Motion carried unanimously.

B. Approval to increase the hourly wage for student employees by Alfredo Montoya.

Mr. Alfredo Montoya, Dean of Students Services/Director of Financial Aid, provided two handouts not in the Board Packet (attached). The first handout deals with issues specific to operating Federal Work-Study programs. This handout states that when state or local law requires a higher minimum wage, the school must pay the FWS student that higher wage. On the second handout, Mr. Alfredo highlighted a section from the NM Department of Workforce Solutions, Labor Relations Division, stating that as of January 1, 2009 employers shall pay the minimum wage rate of \$7.50 an hour. The College receives federal and state funding for student employment programs and the amount of funding is directly related to the College's enrollment. Both of these funds have remained flat. Mr. Montoya requested approval to increase the hourly wage for student employees and that the maximum number of hours that a student can work be reduced from 20 to 19 in order to be able to afford the increased wages. He stated that there will be no loss of net compensation to student employees. Not reducing hours would mean the loss of four positions which the school cannot afford at a time when there is an increasing number of requests for additional positions.

Regent Theresa Martinez moved to approve the hourly wage for student employees to \$7.50 and to reduce the maximum number of hours that a student can work from 20 to 19 hours. Motion carried unanimously.

Mr. Montoya reported two recent developments related to the congressional approval of the stimulus package: 1) Pell Grants will be increased by \$500 effective July 1, and 2) the federal student employment program allocation increases by \$200M. This will mean an additional 15 to 20 positions provided that NNMC is able to match its portion: 80 State/20 NNMC; 75 Federal/25 NNMC.

C. Consideration of a request from Student Senate for a Student Regent by Patrick Archuleta, Student Senate President.

Mr. Patrick Archuleta, Student Senate President, read aloud a Resolution (attached) from the Student Senate requesting to create a Student Regent position at NNMC. Mr. Archuleta stated he has been in contact with Senator Richard Martinez to find out what it takes to create a Student Regent position. Mr. Archuleta read a section of Article 12 Section 13 of the State Constitution: "...each institution, consisting of five members, four of whom shall be qualified electors of the

state of New Mexico, one of whom shall be a member of the student body of the institution and no more than three of whom at the time of their appointment shall be members of the same political party; provided, however, that the student body member provision in this section shall not apply to the New Mexico School for the Deaf, the New Mexico Military Institute, the Northern New Mexico State School or the New Mexico School for the Visually Handicapped, and for each of those four institutions all five members of the board of regents shall be qualified electors of the state of New Mexico.”

Regent Branch stated that this request will require a constitutional amendment. Senate Joint Resolution 13 (attached) has been introduced by Senator Martinez and has been reviewed by Legislative Council and DFA. The amendment proposed by this resolution, if it passes the Senate and the House and the Governor signs it, will be submitted for public vote at the next general election. The addition of one board member would make the number of board members six (6) and pose the risk of irresolvable positions on issues (i.e., a tie vote). Mr. Archuleta clarified that the Board of Regents membership would remain at five with the Student Regent replacing a Regent when his/her term is up.

Regent Branch requested that this issue be discussed as a personnel matter in executive session.

C. Approval of revised Board of Regents Policies and Procedures by Josephine Aguilar.

Ms. Aguilar reported that the attached Board of Regents Policies and Procedures policy replaces the policy approved by the Board of Regents on July 20, 1991. This policy was due for an update. The changes to the policy, summarized by Ms. Aguilar, are as follows:

- Where Northern New Mexico Community College is referenced throughout the document, “community” has been removed.
- Under Institutional History, the history of the school is more detailed with dates, the different missions and name changes which occurred since the Spanish American Normal School opened its doors in El Rito in 1909.
- A paragraph describing the College’s preferred method for re-accreditation has been inserted.
- The Mission of the Institution section was revised to include the current mission and vision statements and guiding principles.
- The President section – “Accountability” and “Performance Review” statements have been added to conform with the current President’s contract. The Duties and Responsibilities section was also updated to match those that are listed in the President’s contract.

President Griego recommended approval of the revised Board of Regents Policies and Procedures policy as presented.

Regent Cecille Martinez moved to approve the policy as presented. Under discussion Regent Branch suggested that when there is a mission change that this policy be updated to coincide with the Strategic Plan. No further discussion. **Motion carried unanimously.**

E. Association of Governing Boards (AGB) Webcast Seminars by President Griego.

President Griego reported that AGB is offering a Webinar Session on *“Orientation of New Trustees”* **March 5, 2009 at 11:00 a.m. Mountain Time.** One low fee allows a single link to the live broadcast. This is a cost-effective way for the Board to participate in an educational program. Josephine will register the College and make arrangements if interested.

Regent Cecille Martinez has accepted a personal invitation to attend the First Annual Hispanic Presidents/Regents/Trustees Invitational Summit March 5-7, 2009 in San Antonio, Texas. This unique, first summit will take place during the American Association of Hispanics in Higher Education Annual Conference. Regent Martinez offered to conduct a workshop for the Regents on this conference when she returns.

The 2009 AGB National Conference on Trusteeship is scheduled to take place April 18-21 in San Diego, California.

G. Report: 5th International Conference on Earth Architecture at the El Rito Campus, May 15-16, 2009 by Quentin Wilson.

Mr. Quentin Wilson, Instructor of the Adobe Construction program, reported that the 5th International Conference on Earth Architecture (Adobe USA 2009) will take place May 15-16, 2009 at the El Rito Campus. The conference gathers people from around the globe to discuss and champion adobe and earthen building arts. The total projected budget is estimated at \$33,000; \$17,000 is available from various funding sources. Mr. Quentin stated this conference is now recognized as one of the top earth building conferences worldwide and it is also one of the cheapest to attend--at a fee of \$100.00. Currently Mr. Quentin has five papers from Mexico, one from Bangladesh, one from Brazil, one from Columbia, one for Portugal, two or three from Italy, one from Greece, one from Scotland, one from Germany, one or two from Ghana, two from Nigeria, one from Iran, one or two from the United Arab Emirates, and about five or six papers from New Mexico. Colorado, Texas, California, Oklahoma are represented from the United States.

The 4th International Conference was held May 17-18, 2007 at the El Rito Campus and at that time the Board approved Mr. Quentin's request for a temporary designation as Director when conducting business related to the conference. Mr. Quentin requested approval of the same designation for this conference.

Ms. Julianna Barbee, Director of the Small Business Development Center, agreed to assist by coordinating a press conference prior to the event to publicize the conference and market the Adobe Construction program as well.

Regent Dennis Salazar moved that the College co-sponsor the 5th International Conference on Earth Architecture and that Mr. Quentin receive the temporary designation as Director. Motion carried unanimously.

H. Approval of Out-of-Country Travel Request by President Griego.

President Griego stated that he received a call from one of the officers of the Hispanic Association of Colleges and Universities (HACU) asking if he would consider submitting a proposal to present at the International HACU Conference in Guadalajara, Mexico, April 22-24, 2009. The College has the opportunity to work with Tech de Monte Ray, to work on an arrangement to bring students from their Juarez Campus to NNMC to take classes in Engineering as well as English (ESL). President Griego submitted a proposal to make a presentation on the topic of SERPA (Solar Energy Research Park and Academy) at this conference. The total cost (registration, lodging, air fare) to attend the conference is approximately \$1,545.11.

Regent Feliberto Martinez moved to approve the Out-of-County Travel Request from President Griego. Motion carried unanimously.

(At this time the Regents recessed for a short break at 11:25 a.m. The open meeting reconvened at 11:46 a.m.)

VII. PRESIDENT'S REPORTS AND ANNOUNCEMENTS

1. President Griego stated that Representative Nick Salazar has invited the Regents and the President to join him on the House Floor when House Joint Memorial 42 is introduced. HJM 42 is a joint memorial congratulating Northern New Mexico College on its 100 years of operation. The date of Thursday, February 26, was agreed upon by the Board and the President

2. President Griego provided a legislative update. A copy of the legislation tracker, prepared by Amy Horowitz, lobbyist for NNMCC, is attached. All Research and Public Service Projects (RPSP) at the four-year universities have been reduced. Northern's reduction amounts to \$624,000, which is reflected in HB 2. Fortunately, the College has \$650,000 in enrollment growth money coming in for FY 2010, so basically this is a wash. Representative Salazar was able to get the College \$300,000 as a special in HB 2 for baccalaureate start-up. There are only three "specials" in the whole state of New Mexico, so Rep. Salazar deserves a big thank you from the College. House Bill 730 for \$113,000 provides funding for Hazmat training.

3. President Griego reported that the last men's home basketball game of the season will take place on Saturday, February 21, at 7:00 p.m. against Johnson & Wales University from Denver. Regent Branch reported that the Lady Eagles also played two home games against Johnson & Wales University on February 13 (won) and February 14 (lost). In this particular conference Northern's Women's Basketball Team ended up 20th in the nation. President Griego stated he will send them a congratulatory letter from the President's Office on behalf of the Regents.

4. On March 11, 2009 the College will be visited by representatives of the National Association of Intercollegiate Athletics (NAIA) who will be looking at Northern's application to become a member of this conference.

VIII. COMMENTS FROM THE BOARD

1. Regent Dennis Salazar stated that this is probably the last Board meeting he will attend. The Regents and President Griego thanked Mr. Salazar for his years of dedicated service to the College. Mr. Alfred Herrera has been appointed by the Governor to replace Mr. Salazar. Mr. Herrera has not attended Board meetings yet because he has not been confirmed by the Senate. Regent Branch was also appointed by the Governor to serve another six-year term and he has not been confirmed. Since this is an odd year and new appointments have been made, the Board has until April 30 to elect new officers.

2. Regent Branch asked Ms. Quinn to relay a message of thanks to the staff in the Facilities Department for the good condition of the grounds during this time of the year at both the Espanola and El Rito Campuses.

IX. PUBLIC INPUT

Regent Branch invited Mr. Ted Bucklin, El Rito Community resident, to address the Board of Regents. Mr. Bucklin stated he is a moderator of a group called "The El Rito Citizens Caucus," an ad hoc group dedicated to, among other things, seeing that the El Rito Campus becomes a thriving state educational institution as mandated by the New Mexico constitution. A little more than a month ago the El Rito Citizen Caucus came together for the first time for a meeting with the State Auditor, Mr. Hector Balderas, during which time they discussed their concerns

regarding the use of state resources for the administration of NNMC in El Rito. The group feels that the El Rito Campus is not receiving its proper share of administrative or financial resources and is crumbling both in infrastructure and programs. Mr. Balderas was attentive and encouraged the group to work toward the changes they seek by addressing the Board of Regents.

Mr. Bucklin stated that at the beginning of this month the El Rito community received a newsletter from President Griego and the Director of the El Rito Campus. He stated there were inconsistencies in the newsletter and felt it was meant to point out the wonderful things that Northern has done for El Rito in the hopes that the citizens would see their dissatisfactions outweighed by the good that Northern was doing in the community. The group remains skeptical that the Administration of NNMC will do what is necessary to bring successful programming to the El Rito Campus. He stated that a plan or vision for the future of the El Rito Campus is missing in the newsletter. The citizens of El Rito are concerned that while programs are moved from El Rito to Espanola, there is nothing brought back to El Rito to take their places. The El Rito Citizen Caucus encourages the Board of Regents and Administration to pursue their dreams of a four-year institution in Espanola, while at the same time demonstrating with equal favor their commitment to the success of the El Rito Campus. Mr. Bucklin stated the group wants to help the College make a good choice for El Rito and that the group will closely monitor the actions of the Board of Regents and Administration. He added that the group will be requesting to examine public records and College documents.

Regent Branch suggested that before a request is made by the El Rito Citizens Caucus to examine public records, which the College will provide, that the group acquaint themselves on how the monies flow through the College. This way there are no assumptions made for lack of knowledge on how the College operates. He stated the Board of Regents is an open body and sometime back placed on its agenda an opportunity for public input. Not a single member of the El Rito community, other than the Mesa Vista Public Schools, has requested to address the Board. Regent Branch stated he is pleased that this group has started a dialogue to come up with ideas on how the community and the College can come together to make things better. He stated the first consideration in what is done at the College is for the students. El Rito is a unique situation and the College will make every effort to make sure something works at the El Rito Campus and move forward. He mentioned the Cosmetology program as an example of a low enrolled program at the El Rito Campus that when it was moved to Espanola it had 42 students the first semester. There is discussion on some new programs that would work at El Rito (solar energy initiative and distance education).

President Griego stated the College is appreciative and open minded on any ideas the El Rito Citizen Caucus can come up with to make the El Rito Campus a thriving campus. He welcomes the group's inspection of records or anything else the College can provide that can show the school's commitment both monetary and staff wise to make El Rito prosper. The College has tried several ideas, some have worked and some have not. The College has formed a committee, which includes half participation from the community and half from staff and faculty in the hopes that some good ideas will transpire. There are definitely some challenges with the El Rito Campus, which is very isolated. There is only a hand full of students from the El Rito community attending college, which is problematic. Forcing students from elsewhere to commute to El Rito is problematic for them. When President Griego started his presidency, the "El Rito Heritage Retreat Center" was created by offering short-term courses to attract students. This idea worked until the gas crunch and the economic situation worsened. President Griego invited Ted Bucklin and Wendy Westerbecke to tour the El Rito Campus. The College has taken excellent care of the buildings at the El Rito Campus—they are in the best shape possible. The water problems have been going on for decades and it is being addressed. The College has invested heavily in upgrading the dormitories, which can be compared to at least a two to three star hotel. The heating system is antiquated and is something the College is also working on. State funding is

not available for maintaining or upgrading dormitories, so the College has to seek other means of funding.

Mr. Buckin stated he is sympathetic to the issues the College faces with the El Rito Campus and suggested that a successful approach to this problem might be independent analysis of the infrastructure and the educational cultural market; recommendations from an independent body which would require a commitment from the Board of Regents.

X. PERSONNEL MATTERS

A. Personnel Actions.

- A.1 President Griego recommended the hiring of Mr. Donald Martinez as HEP/CAMP Director effective February 2, 2009.

President Griego reported the following resignations:

- A.2 Ms. Cecelia Garcia, Food Science Director, submitted her resignation effective February 20, 2009.
- A.3 Ms. Jennifer Archuleta, Financial Aid Officer, submitted her resignation effective February 20, 2009.
- A.4 Mr. Todd Huffman, Women's Basketball Coach, submitted his resignation effective March 15, 2009.

Regent Feliberto Martinez moved to approve the personnel actions as presented. Motion carried unanimously.

EXECUTIVE SESSION

Regent Branch requested an executive session to discuss personnel matters. **Regent Theresa Martinez, Regent Dennis Salazar, Regent Cecille Martinez, Regent Feliberto Martinez, and Regent Branch voted in the affirmative to adjourn into executive session. The Board recessed for lunch at 12:47 p.m. and then went into executive session at 1:15 p.m.** The open meeting reconvened at 2:04 p.m.

Regent Cecille Martinez made a motion against the creation of a Student Regent position, but encourages student participation at Board meetings by adding Student Input as an item on the agenda and through the Student Advisory Council reporting to the President. Motion carried unanimously. Regent Branch reported there were no further actions taken in executive session.

XI. ADJOURNMENT

Regent Martinez moved to adjourn the meeting. The meeting adjourned at 2:05 p.m.

Josephine Aguilar, Recording Secretary

APPROVED: March 19, 2009

/s/
Michael P. Branch, Chair

/s/
Theresa M. Martinez, Secretary/Treasurer