

**NORTHERN NEW MEXICO COLLEGE  
BOARD OF REGENTS MEETING  
JULY 19, 2011**

**I. CALL TO ORDER**

A regular meeting of the Board of Regents of Northern New Mexico College was held on Tuesday, June 21, 2011 in the Boardroom of the Montoya Administration Building on the Espanola Campus. Regents present: Michael P. Branch, Rosario (Chayo) Garcia, Cecille Martinez-Wechsler, and Feliberto Martinez. Regent Alfred Herrera was excused from attending the meeting due to an illness in the family. President Michael Branch called the meeting to order at 9:00 a.m.

Northern New Mexico College staff present: Dr. Anthony Sena, Provost and VP of Academic Affairs; David Schutz, Interim VP of Administration; Domingo Sanchez, Interim Chief Financial Officer; Susan Pacheco, Chief of Staff; Frank Orona, Interim Dean of Student Services; Dr. Stephanie Amedeo-Marquez, Interim Director of Assessment and Accreditation; Rebecca Cabildo, Director of Accessibility Resource Center; and Josephine Aguilar, Assistant to the President and Recording Secretary. Faculty present: Mellis Schmidt, Gil Sena, and Terry Mulert. Others present: Jeff Genauer, Student Senate President; Mark Rendon, Student Ambassador; David Maestas, President of Telcom Solutions; and John Esquibel, President of Native Renaissance Energy NM.

**II. APPROVAL OF AGENDA**

Dr. Anthony Sena, who represented President Dr. Barceló in her absence, stated that Item VI(E) under New Business, Capital Outlay Yearly Hearings, will be presented by David Schutz for approval. The final agenda was approved as amended. Motion carried unanimously.

**III. APPROVAL OF MINUTES**

The minutes for the regular meeting held on June 21, 2011 were approved as presented.

**IV. FINANCIAL REPORT**

**A. Budget Status Report and Audit Update.**

Mr. Domingo Sanchez, Interim Chief Financial Officer, presented the packet of information presented to the Finance Committee of the Board on July 18, 2011 to the entire Board at this meeting. The complete detailed packet is attached. A summary of Mr. Sanchez's presentation is as follows:

Administrative Implementation Plan: NNMC has completed its "Fiscal Operations Recovery Plan" for FY11 and will now begin moving forward on its Administrative Implementation Plan. The focus will be on the following key administrative areas in the first six months of FY12:

1. Develop and extract financial reports from the Banner account system. Resume the submission of HED financial reporting and provide institutional program managers and decision makers the financial reports necessary for the management of day-to-day operational activities;
2. Identify institutional Banner users with working knowledge of specific module experience or expertise (i.e., general ledger, accounts payable, accounts receivable, payroll, etc.) to begin identifying in-house training needs to assist in the development and implementation of a training plan for all institutional personnel;

3. Hire qualified financial staff to fill a number of financial positions previously approved by the Regents to properly manage the financial responsibilities of the institution;
4. Develop internal controls and policies for the daily operations of the institution's finance department;
5. Complete FY10 budget schedules and preliminary unaudited fund balances necessary to provide estimated FY11 ending fund balances to the HED to complete its review of NNMC's FY12 Operating Budget;
6. Begin work plan on FY11 audit deliverables in preparation for the institution's annual audit. Work efforts will focus on five major areas which contributed to the delay in the College's FY10 annual audit: a) cash reconciliations, b) accounts receivable reconciliation, c) Perkins Loan Program reconciliation, d) fixed assets, and e) preparation of budget schedules.

Internal Controls Overview: The College will establish and maintain a system of internal controls to promote effectiveness and efficiency of operations, reliability of financial reporting and compliance with applicable laws and regulations.

Fiscal Policies and Procedures: The packet includes draft policies proposed for Finance Committee review/consideration and for adoption by the Board of Regents at its August regularly scheduled monthly meeting in preparation of the FY12 operating year. These policies include the following:

Procedures for Accounting Records and Reports  
Procedures for Purchasing  
Procedures for Budget and Budget Maintenance  
Procedures for Cash Receipts  
Policy for Fixed Assets

Budget Status Report – I&G (June 30, 2011): The attached Budget Status Report reflects a preliminary overview of total revenues and expenditures in I&G through the end of year. The August report will have updated numbers. The ending funding balance is \$179,472 for I&G; Mr. Sanchez thinks that this number will go up. The detailed report is attached.

Foundation Financial Update and Cash Report: Mr. Sanchez provided a financial update and cash report for the Foundation (attached).

Regent Garcia requested that Budget Status Reports, etc., be included in the Board Packet so the Regents have sufficient time to review any budget related issues prior to each Board meeting. Mr. Sanchez added that a Finance Committee meeting of the Board will be scheduled the week before each Board meeting takes place. The Regents complimented Mr. Sanchez for his hard work and progress made to get the College back on track.

## **V. OLD BUSINESS**

### **A. AQIP/Fall Focus Visit Update.**

Dr. Stephanie Amedeo-Marquez, Interim Director of Assessment and Accreditation, presented an AQIP/Focus Visit update as follows:

- Systems Portfolio annual dates have been submitted by the various teams, and are in the process of being updated on the website.
- The reports for the documents required for the Focus Visit scheduled Nov. 14-15 are in the process of being compiled and reviewed by the Focus Visit Committee, which meets bimonthly.

- A committee has been convened to plan for the upcoming NNMC Assessment Day, scheduled for October 19, 2011.
- Currently, the assessment plans submitted to WEAVE by the various departments are being reviewed for completeness and progress, which will go into a report for the departments and as required by the Focus Visit.
- Gen Ed analysis is underway. The report is due to HED and the Focus Visit Team Leader has requested to meet with the Gen Ed faculty. Arrangements are being made to meet their request.

At Regent Branch's request, Dr. Amedeo-Marquez will report back with more information regarding WEAVE (meaning of acronym and function).

## **B. Capital Projects Update Report.**

Mr. David Schutz, Interim VP of Administration, presented a capital projects update as follows:

### Solar Energy Research Park and Academy (SERPA):

- Under Construction - Structure has gone vertical – 75% complete
- Anticipated completion date – August 18, 2011 (project is on time and on budget)
- Budget/Bid Amount - \$2,897,750 (including GRT) – amount expended to date - \$1,576,340 (55% of budget)
- Schedule a date for a project tour with Board of Regents, Executive Staff , Staff and Interested Students

### Center for Fine Arts – Acoustic and Lighting Upgrade Project:

- Construction Complete – 100% complete – On time and within approved budget;
- Completion date – February 18, 2011
- Budget/Bid amount - \$259,200 (including GRT) – amount expended to date - \$234,000 (90% of budget)
- Final training with CFA Staff completed

### Solar Collector Refurbishment (ARRA Project):

- Under Construction – 100 % complete - ARRA Funded; Completion date – May 26, 2011
- Budget/Bid Amount - \$145,368 (including GRT) – amount expended to date - \$145,000 (98% of budget)
- Working with the NMED and Design Engineer on a Photovoltaic Systems to utilize remaining ARRA funds

### Ben Lujan Learning Resource Center (Library Addition):

- Under Construction – 12% complete – “Notice To Proceed” with Construction – March 15, 2011
- Anticipated Completion date – April 25, 2012
- Budget/Bid Amount - \$4,464,482 (including GRT) – amount expended to date –\$298,903 (7% of budget)
- Scheduling of Ground Breaking Ceremony – (TBD)

### El Rito Heating Project (ARRA Project):

- Under Construction – 80% complete – ARRA Funded
- Out to Bid – Bids due March 25, 2011 – Take to Board of Regents for Approval, April 11, 2011
- Budget/Bid Amount - \$466,500 (including GRT) – amount expended to date - \$252,745 (55% of budget)
- Anticipated Completion date – July 24, 2011
- The College will begin the 12-month monitoring and reporting required by the State and the Federal Government.

### C. Funding Formula Task Force Update.

Mr. Domingo Sanchez reported that he, Tony Sena, and President Barcelo attended the Council of University Presidents (CUP) Retreat held July 12 and 13 where a discussion concerning the funding formula took place (summary handout attached). General concerns of the CUP were: 1) unanimous opinion from the CUP that faculty/staff salaries is priority, and 2) need to enhance the image of Higher Education in New Mexico. The status of the funding formula discussion at this time is that the BASE level of funding for FY13 is that of FY12. The PLUS components consist of two types: 1) input measures based on raw number of graduates by degree type, degree discipline and a factor measuring the achievement gap based on number of degrees awarded to “at-risk” students (“at-risk” is defined as “Pell eligible”); and 2) Outcome measures that address institutional mission. Under discussion at ENMU, NMHU, NNMC and WNMU is to include course completion #'s by juniors/seniors. Other ideas are being considered. Dr. Sena reported that there will be three different types of formulas at the onset: One for two year institutions, one for comprehensive institutions, and one for research institutions. The Comprehensive Colleges have been meeting frequently to discuss this issue.

### D. Report: Regents Scholarship Fund.

Dr. Tony Sena presented a report concerning the Regents Scholarship Fund on behalf on Mr. Alfredo Montoya. Mr. Montoya prepared documents (attached) that he presented and discussed with President Barcelo prior to the Board meeting. These documents describe assistance to students in need financially in the following order:

1) Bridge Scholarship: The Bridge Scholarship is awarded to students who just graduated from high school the first fall semester before the lottery kicks in the spring. During AY 2010-11 169 students were awarded this scholarship. In order to award the same number of students in AY 2011-12, \$203,713 will be needed. Currently available from 3% allocation is \$90,000; therefore, the total amount needed is **\$113,716**.

2) All Academic Team: Dr. Barcelo, as a member of the CUP, agreed to accept and fund full tuition costs for students nominated and accepted to the Phi Theta Kappa All-USA Academic Team. The agreement commits NNMC to fund full tuition costs for a total of 6 students in 2011-12. The agreement requires NNMC to provide full tuition scholarships to each student for four semesters (two years). It is to be determined if there will be additional students nominated in the future and to what extent Northern will approve them for funding. (Six students at \$2,410.80 each = **\$14,465**).

3) Neediest Students: During discussions with several college departments that work very closely with students it was concluded that the group of students that will be most impacted by our recent tuition increase are the neediest students as determined by results of their Free Application for Federal Student Aid (FAFSA). There are 323 students that received a zero EFC that weren't awarded any other supplemental grants. If the Regents Scholarship were offered to the 323 students in the amount of \$600 (\$300 per semester) it would amount to **\$193,800**. If the Regents Scholarship were offered to returning students only it would amount to 248 out of the 323 that aren't receiving supplemental grants. Seventy seven percent of our students awarded aid last year were returning students. (248 returning students @ \$600 per year = **\$148,800**).

4) Book/Tuition Stipends for borderline needy students: There are 250 students that didn't receive a zero EFC on their FAFSA but their application results demonstrated substantial need. They are considered borderline neediest. They will receive a Pell Grant but it will not be the maximum amount. This category of students are still quite needy based on their financial aid applications and will also be impacted by higher tuition rates. (250 students @ \$400 = **\$100,000**).

5) The Grand Total for priorities listed above is **\$276,981**.

Mr. Orona provided enrollment numbers from banner (comparisons from last year at the same time in July).

2010 – 730 Unduplicated HC	2010 – FTE 512.27
2011 – 746 HC	2011 – FTE 519.12

## **VI. NEW BUSINESS**

### **A. Title V Overview.**

Terry Mulert, Adjunct Faculty, spoke about the El Puente Summer Bridge Program and how it fits into the Title V EXITO grant. In 2010 NNMC was awarded the EXITO: The NNMC Student Success Initiative grant in the amount of \$646,517 for a period of five years. EXITO is designed to increase persistence to graduation through three inter-connected, “best practice” based components: 1) Outreach, 2) Student Success, and 3) Professional Development and Learner-Center Pedagogy Implementation. Under the Student Success Initiative, Mr. Mulert is responsible for the El Puente Summer Bridge Program and the First Year Experience Program.

Summer Bridge Program: The program was initiated the summer of 2011, and will continue every summer thereafter. Students enrolled in the summer program were selected based on personal interest, test scores, performance indicators and recommendations by high school faculty members, counselors and appropriate high school staff. From a total of 65 students identified initially, 45 met all the requirements, and 39 students participated in the program. These students will benefit from participating as part of a cohort of innovative instruction in key academic areas, one-on-one tutoring, and an early orientation to the campus. Follow-up services will include placement in credit-bearing reading/math courses, and continued supplemental instruction, tutoring and intrusive advisement.

First Year Experience: This is part two from the Summer Bridge Program. The First Year Experience offered at Northern will provide a broader, more meaningful context for freshman than the current aggregate of required courses; it will immediately involve freshman students in thinking and, hopefully, get them excited about their college education.

Regent Branch pointed out the College needs to address on the onset for future planning its obligations, if there are any, in absorbing the salaries of employee hired under grants.

*(At this time the Regents took a brief break starting at 10:36 a.m. The open meeting reconvened at 10:55 a.m.)*

### **B. Information: Proposal from Telcom Solutions.**

Mr. David Schutz introduced Mr. David Maestas, President of Telcom Solutions, Inc. Mr. Maestas provided an overview of the consulting services (listed below) provided by Telcom Solutions. These services will result in a huge savings to what the College is currently paying for network and utilities at both campuses:

- Perform an audit and prepare a spreadsheet of all Windstream Communications accounts, location of services, types of services, telephone numbers, long distance routing and contractual obligations. Review all other telephone services, internet services, and plan types currently provided. Make recommendations on how to design network more efficiently and implement changes to lower expenses.

- Perform an audit and review of all cellular services and plan types. Make recommendations and implement changes to lower expenses.
- Perform an audit and review of all current long distance services. Make recommendations and implement changes to lower expenses.
- Review all services provided by Jemez Electrical Cooperative and any other electrical services currently being provided to NNMC. Make recommendations and implement changes to lower expenses.
- Review all services provided by the New Mexico Gas Company and any other provider of gas services. Make recommendations and implement changes to lower expenses.
- Review and make recommendations to lower costs for any Merchant Services.
- Review all leases and service agreements for telephone equipment. Make recommendations and implement changes to lower expenses.

Telcom Solutions, Inc.'s one-time fee for performing these services is 35% of the first year's savings as identified by the Telcom Solutions audits, plus New Mexico Gross Receipt Tax at the rate of 7.0%. This item is for informational purposes only. Mr. Schutz will bring a contract at a future date for approval.

**C. Information: Proposal from Native Renaissance Energy NM LLC.**

Mr. David Schutz introduced Mr. John Esquibel, President of Native Renaissance Energy NM LLC. Native Renaissance is very interested in developing Solar Farm Power Plants on the two NNMC campuses, El Rito and Espanola. The proposal submitted by Native Renaissance is attached. This topic is presented to the Regents at this time for informational purposes. If NNMC is interested in pursuing this venture, a letter of intent will be submitted which will enable Native Renaissance LLC to make an onsite engineering analysis of the El Rito and Espanola campuses facilities for the purpose of evaluating the existing electric power use and its costs and the design of the appropriate solar systems for each campus. Mr. Esquibel stated that the initial onsite engineering analysis is free. Regent Branch had several questions, and Mr. Schutz stated that these questions will be answered after the analysis is conducted. Mr. Schutz stated that it is the College's hope to incorporate these farms into the SERPA Program.

**D. Update: Five Year Capital Projects Plan.**

Mr. David Schutz stated that many of the projects approved by the Board over the years are still listed in the 2010 Five-Year Capital Plan but in different priorities. All the universities and colleges have agreed to a two-year moratorium on any new facilities; therefore, only requests for upgrades or renovations will be submitted to HED.

<b>Year</b>	<b>Project</b>	<b>Year</b>	<b>Project</b>
2011	Student Housing	2013	Land Purchase/Water Rights
2011	Student Union Building	2013	Classroom Bldg.
2011	Child Day Care Facility (all inclusive)	2013	Solar Power System-El Rito
2011	Re-locate Facilities Dept.	2015	EL Rito Park Renovation
2011	Admin. Bldg. Upgrades & Renovation	2015	Grant Gym Renovation-El Rito

2012	Business Admin. Bldg.	2015	Health Sciences Building Addition
2012	CFA Addition & Renovation	2015	Eagle Gym Addition
2012	Heating System Upgrades-El Rito		
2012	Campus Improvement Prog. (Espanola)		
2012	Weatherization Upgrades		

Regent Chayo Garcia suggested that the College do something with the old Tennis Courts. The Espanola Public Schools have a Tennis Team and use a tennis court at Ranchitos, which is also in need of repair. A collaboration between the Espanola Schools, the City, and NNMC would be in order. Mr. Schutz will follow-up.

#### **E. Capital Outlay Yearly Hearings.**

Mr. Schutz stated that the 2011 Yearly Capital Project Hearings will take place the first week in August. Northern will host the hearings scheduled on August 4, 2011 at the Espanola Campus in AD 101-102. Northern is first on the agenda and will present the three priority projects at 8:30 a.m. The project evaluation forms (copies attached) were submitted to HED before the deadline of June 30, 2011. Mr. Schutz apologized for not submitting these three projects at the June meeting for approval and requested formal approval at this meeting. The three projects include:

Priority 1: Solar PV Array/Furnishings and Equipment: SERPA (Solar Energy Research Park & Academy) project. Project Cost: \$675,000.00.

Priority 2: Campus Security Upgrades. Project Cost: \$1,200,000.00. Mr. Schutz stated that a decision the Board will need to make is if to go with an in-house security employee or farm this out.

Priority 3: Student Services Support Center Renovation. Project Cost: \$950,000.00.

**Regent Chayo Garcia moved to approve the three priority projects as presented. Motion carried unanimously.**

#### **F. Corrective measures to gas works and propane tanks at the El Rito Campus.**

Mr. Schutz stated that in 2005 and again in 2010, the New Mexico Construction Industries Division, Liquefied Petroleum Bureau cited NNMC for 18 code violations involving the propane tanks and gas works located at the El Rito Campus. When Mr. Schutz came on board he followed up to make sure corrective measures took place with regard to these violations. Of the 18 violations, 5 were critical and were corrected in November, 2010. The remaining 13 are being corrected this month, at a total cost of approximately \$40,000. Mr. Schutz provided copies of the inspection reports (attached) for the Board's review.

#### **G. Request from El Rito Fire Department to house fire truck.**

Mr. Schutz stated that the El Rito Fire Department submitted a request to rent a bay in the diesel repair building at the El Rito Campus to house one of their fire trucks. The rental fee discussed is \$100.00 a month. David Schutz recommended approval.

**Regent Cecille Martinez moved to give Mr. Schutz permission to proceed with the development of an MOU to be presented to the Board of Regents for approved. Motion carried unanimously.**

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

On behalf of President Barceló, Dr. Sena provided the following reports and announcements:

1. Dr. Sena invited Ryan Cordova to present a President's Golf Tournament Report. The Golf Tournament held on Friday, June 24, brought in a net gain of \$12,269.12 after expenses paid. Compared to last year the College went from 10 teams to 32 teams and from 40 golfers to 128 golfers. Overall, the event was a great success. Regent Branch clarified that this event was started by the Board of Regents to raise discretionary funds for the President to be able to help students and in instances where I&G monies cannot be used. The Foundation Director put the event together and somehow was viewed as a Foundation event.
2. Ryan Cordova also reported that the NNMC Eagles will play the NMSU Aggies on Valentine's Day, February 14, 2011. The Eagles will also be playing Adams State, ENMU at the Fort Lewis Tournament, NMHU at a scrimmage, plus other schools. The final schedule will be out soon.
2. Dr. Sena reported that the College offered temporary shelter to evacuees from the Las Conchas Fire in Los Alamos at the Eagle Gymnasium. The College also offered the use of its facilities in the event the fire extended more than a week. (*The Las Conchas fire, which started June 26, 2011 in the Santa Fe National Forest was the largest wildfire in the history of NM burning more than 150,000 acres, and threatened LANL, the city of Los Alamos, and Santa Clara Pueblo.*) The College reached out to the Santa Clara Pueblo to help with recovery efforts (sand bags) after the fire.
3. The 16<sup>th</sup> Annual Scholarship Awards and Donor Recognition Dinner is scheduled on Saturday, October 8, at the Ohkay Owingeh Conference Center. A committee is planning the event.
4. The Regents Retreat is scheduled on Friday, August 12, at the El Rito Campus.
5. Dr. Sena reported that after years of research and a recent survey of over 8,000 schools, NNMC has been named by G.I. Jobs Magazine as a Military Friendly School for 2012.
6. Dr. Barceló was a judge for the Espanola Fiesta Parade. She plans to be more involved with the Espanola Valley business community.
7. The College received a couple of requests to write letters of support for new charter schools. One came from Roger Montoya for La Tierra School. This school will serve grades K-8 and will focus on the Arts. The other was from the Sangre de Cristo Academy lead by Father Brennen. Dr. Sena stated this application was more complicated and Dr. Barcelo did not forward the letter because it had not been properly vented by the college community and the Regents. These requests need to have the support from the Espanola Public Schools as well.

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

1. Regent Branch and Regent Garcia both brought up the topic of Board Policy and about the possibility of incorporating AQIP into the direction/clarification of proper procedure for Board Policy. This topic will be discussed in more detail at the Board Retreat.
2. Regent Branch disseminated a draft of the President's Evaluation Form to the rest of the Regents for review and input. Regent Branch also requested that Josephine send the Regents a copy of the President's contract and the list of nine goals, which are related to the evaluation process. He requested



that President Barcelo send a draft agenda for the one-day or two-day Board Retreat for review by the Board.

#### **IX. PUBLIC INPUT**

None.

#### **X. STUDENT INPUT**

Jeff Genauer, President of the Student Senate, stated he is concerned about the Santa Clara Pueblo and is pleased that the College has stepped in to help with sand bags after the fire. He stated that 45% of their watershed burned, leading to fears of flooding and about 30% of their total land was burned. He urged the Board and the College to consider other ways to help the Pueblo to recover from this devastation to their land. The President's Climate Commitment is important because these types of events are predicted to become more frequent with global warming and droughts in the Southwest. Regent Branch stated the President will be meeting with the Governor of Santa Clara to see what the College can do, including the use of Channel Six as an outreach seeking assistance from the community.

#### **XI. PERSONNEL MATTERS**

##### **A. Personnel actions.**

##### New Hires:

- A.1 Dr. Sena recommended the hiring of Sandy Krolick as Design Director effective July 5, 2011.
- A.2 Dr. Sena recommended the hiring of Pete Hite as Athletic Trainer effective July 1, 2011.
- A.3 Dr. Sena recommended the hiring of Monique Romero as FT Accounting Technician effective July 1, 2011.
- A.4 Dr. Sena recommended the hiring of Nathana Bird as FT Administrative Assistant in the College of Nursing and Health Sciences.

**Regent Cecille Martinez moved to approve the new hires as presented. Motion carried unanimously.**

##### Resignations/Retirements/Terminations:

- A.5 Michelle Berte, Dual Credit Coordinator, **resigned** effective June 10, 2011.
- A.6 Micaela Gallegos, Assistant Teacher in the Child Development Center, **retired** effective May 15, 2011.
- A.7 Jerry Martinez, Custodian at the El Rito Campus, **retired** effective June 30, 2011.
- A.8 Dr. Craig Castleman, faculty in the College of Education, resigned May 31, 2011.
- A.9 Julia Honaberger, Administrative Assistant in Facilities, resigned June 3, 2011.
- A.10 MaryLou Hoffman, Custodian at the Espanola Campus, resigned June 30, 2011.

- A.11 Siri Khalsa, Faculty in Nursing, submitted her resigned effective July 31, 2011.
- A.12 Brenda Kuiper, Chemistry Faculty, resigned effective May 14, 2011.
- A.13 Ambrosia Baca, Administrative Assistant in NPI, terminated effective May 17, 2011.
- A.14 David Salazar, Lab Tech, terminated effective June 30, 2011.
- A.15 Dr. Feng Shi, Engineering Faculty, terminated effective May 14, 2011.
- A.16 Dr. Andres Salazar terminated effective June 30, 2011.
- A.17 Nancy Sharp terminated effective June 9, 2011.
- A.18 Susana de La Pena, Writer Center Specialist (Title V-EXITO) terminated effective June 30, 2011.
- A.19 Erlinda Atencio, Purchasing Director, terminated effective June 30, 2011.
- A.20 David Trujillo, Grants & Special Projects, terminated effective June 30, 2011.

**Regent Chayo Garcia moved to accept the resignations/retirements/terminations as presented.** Under discussion, the Regents expressed concern on the number of terminations presented. Dr. Sena assured the Regents that lengthy discussions took place regarding these actions at the Deans Council, Cabinet and Executive levels. All the terminations were justified. Regent Branch stated that the President has in mind what is best for the future direction of the institution. There is a separation between the Board and Administration in the hiring and firing process so that the Board does not get involved in micromanagement. Regent Branch stated that President Barcelo has indicated she will be meeting with each Board member individually prior to each Board meeting to talk about concerns, etc. No further discussion. **Motion was made and carried unanimously.**

**XII. EXECUTIVE SESSION** (No Executive Session needed.)

**XIII. ADJOURNMENT**

**Regent Garcia moved to adjourn the meeting.** The meeting adjourned at 12:58 a.m.

APPROVED: August 25, 2011

Josephine Aguilar, Recording Secretary

/s/\_\_\_\_\_  
Michael P. Branch, Board President

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