

**NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS MEETING
MARCH 22, 2011**

I. CALL TO ORDER

A regular meeting of the Board of Regents of Northern New Mexico College was held on Tuesday, March 22, 2011 in the Priscilla Trujillo Schafer Boardroom on the El Rito Campus. Regents present: Michael P. Branch, Rosario (Chayo) Garcia, Alfred Herrera, Feliberto Martinez, and Cecille Martinez-Wechsler. Board President Michael Branch called the meeting to order at 9:11 a.m.

Northern New Mexico College staff present: Dr. Nancy Barceló, President; 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; Nancy O'Rourke, Human Resources Director; Dr. Ken Dvorak, Director of Distance Education; Dr. Cathy Berryhill, Dean, College of Teacher Education; Julianna Barbee, Director of SBDC; Jorge Lucero, MIS Director; Stephanie Amedeo-Marquez, Interim Director of Assessment and Accreditation; and Josephine Aguilar, Assistant to the President and Recording Secretary. Faculty present: Dr. Mellis Schmidt, Dr. Ivan Lopez, and Tim Crone.

II. APPROVAL OF AGENDA

The final agenda was approved as presented. President Barcelo introduced a new employee in the audience, Ms. Stephanie Amedeo-Marquez. Ms. Amedeo-Marquez has been hired as Interim Director of Assessment and Accreditation after Dr. Dan McLaughlin's resignation the end of February.

A. Swearing in of new Regent, Rosario (Chayo) Garcia.

Board President Branch introduced and welcomed Ms. Rosario (Chayo) Garcia who was appointed by Governor Susana Martinez to serve a six-year term as a Regent of Northern New Mexico College. Ms. Garcia was confirmed by the Senate on Saturday, March 12, 2010. Ms. Garcia previously served as Regent of NNMC from January, 2002 to December, 2007. Ms. Garcia also currently serves as a City Council Member for the City of Espanola. The formal swearing in ceremony will take place at the next meeting of the Board on the Espanola Campus. President Barcelo and the rest of the Regents also welcomed Ms. Garcia back to Northern.

B. Reorganization of the Board of Regents.

Reorganization of the Board of Regents and election of President, Vice-President and Secretary/Treasurer occurs on odd numbered years and upon the naming of new Regents to the Board. (Note: Regent Branch stated in March, 2009 during the last reorganization of the Board that since all universities use the titles of President and Vice-President instead of Chairman and Vice-Chairman, NNMC will also do the same.)

Before nominations took place Regent Branch invited the Regents' input concerning the positions, in particular the Secretary/Treasurer position. Regent Cecille Martinez stated she felt this position should be broken up into two positions.

Regent Branch opened nominations for the position of President for the next two years. All the Regents agreed that Michael Branch should remain as President of the Board. There were no other nominations on the table and nominations ceased. **Regent Branch was voted unanimously to serve as President.**

Regent Cecille Martinez nominated Feliberto Martinez to serve as Vice-President, seconded by Regent Garcia. No other nominations. Nominations ceased and **Regent Feliberto Martinez was voted unanimously to serve as Vice-President.**

Regent Herrera nominated Cecille Martinez to serve as Secretary. No other nominations. Nominations ceased and **Regent Cecille Martinez was voted unanimously to serve as Secretary.**

Regent Cecille Martinez nominated Alfred Herrera to serve as Treasurer. No other nominations. Nominations ceased and **Regent Alfred Herrera was voted unanimously to serve as Treasurer.**

III. APPROVAL OF MINUTES

The minutes for the regular meeting held February 17, 2011 were approved as presented.

IV. FINANCIAL REPORT

A. Budget Status Report and Audit Update.

Domingo Sanchez, Interim Chief Financial Officer, provided a progress update on three components identified in the fiscal recovery plan presented to the Board of Regents on January 28, 2011. A summary of his report is as follows:

Fund Balance – Mr. Sanchez reported that a fair amount of progress has been made and staff is at the tail end of reconciling fund balances for FY09 (2008-2009). This work is important because the consolidation of fund balances will be grouped for HED reporting and to complete the rolling forward of beginning fund balances for FY10 (2009-2010). Mr. Sanchez reported that the amount of work was about five times more than originally thought. Many questions have been addressed so the numbers will be rolled together this week. Once this work is complete numbers will be moved forward into an operating budget to be presented to HED for review and approval.

Audit – Many issues that were outstanding in the audit have been addressed. Staff has been meeting with the auditors on a weekly basis (every Friday). The purpose of these meetings is to review the College's continued progress and make sure that the College and the auditors are on the same page. Mr. Sanchez reported that during the last two to three weeks the auditors have been more engaged, are asking more questions, and actively working on the FY10 audit. Mr. Sanchez stated he and Susan Pacheco are working on reconciliations. The volume of work is detailed and lengthy; however, progress has been made and the auditors have been kept informed. There have historically been a number of turnover issues that have compounded some problems in the Finance Office. He stated that the Banner system is a good system; however, it needs to be set up correctly and efficiently to really give the Board and Administration the information needed to address concerns more timely. Most of the higher educational institutions in the state use Banner. Mr. Sanchez stated that it is important that the College invest time, money, and resources into Banner (making sure key individuals are trained, including the implementation and enforcement of a strong control environment in Banner). The Finance Office staff will meet with Highlands University and other institutions that use Banner to discuss Banner issues and concerns.

Current Year (FY11 Budget) – The College identified the need for expenditure reductions early in the year. Mr. Sanchez stated that this picture hasn't changed the last six weeks. What has changed is that the College has been able to move forward and start implementing acceptable cost saving measures. The College knew that it had a negative fund balance going into the beginning of the year, which generated discussions with HED and others about how the College was going to deal with this in the current year. He stated that the number of \$600,000 has not changed significantly. Some mistakes were found in the calculation of the fund balances which may reduce this number, but not significantly. This number will

be firmed out and put into the operating budget to see what the current year looks like. Now that there are firm numbers from two pieces of work accomplished (estimate of what the expenditures are for the current year and the fund balance piece) the College has a better picture in that the shortfall amount is close to a million dollars. The need to make budget cuts in certain areas is necessary in order to bring the budget back into alignment. The auditing firm of Kardas, Abeyta & Weiner P.C. serves as a third party auditing agency to work with the College to confirm numbers. This plan was discussed with DFA, HED, LFC and the Board of Regents several weeks ago and all have been kept informed and updated. Mr. Sanchez stated that the approach the College is taking is fair and solid.

B. Update from the Effective Resource Utilization Committee (ERUC).

Dr. Anthony Sena presented the final recommendations of the ERUC (handout is attached). These recommendations are for the Board's review and consideration at this time. Formal approval of these recommendations will take place at the Special Board of Regents meeting scheduled the first part April. President Barcelo stated she previously reviewed the recommendations and supports them as presented. If any adjustments need to be made due to the budget issues, they will be considered at the special Board meeting.

1. Underproductive programs recommended for program suspension and redirection: Based on last year's Academic Program Review, it is the recommendation of the ERUC to: 1) suspend the Electricity Technology Program in FY 12 and use adjuncts to teach the progressing students at the Espanola Campus; 2) transform the Fiber Arts (Weaving) Program into a Continuing Education program and use adjuncts to teach one progressing student so she can graduate next year. Detailed discussions concerning all programs and how to make the El Rito Campus successful will take place at the Board Retreat scheduled in the spring. President Barcelo also stated that Town Hall meetings will continue to take place at El Rito to keep the community informed of things happening at the El Rito Campus.

2. Recommendations for tuition: The recommendation of the ERUC is as follow:

i. New Mexico Resident:	
a. Current lower division rate = \$44.01/cr.	b. Proposed lower division rate = \$62.80
b. Current upper division rate = \$97.28/cr.	b. Proposed upper division rate = \$100.45
ii. Non-New Mexico Resident:	
a. Current lower division rate = \$102.05/cr.	b. Proposed lower division rate = \$146.25
b. Current upper division rate = \$412.00/cr.	b. Proposed upper division rate = \$425.45
iii. No Change in 500+ level courses	

Dr. Sena stated that HED assesses Northern at the lower rate and a new base rate will be established. A tuition rate increase of 9.25% has been mandated by the legislature for lower division courses; 3.1% for upper division courses. All institutions increase tuition over and above what the state takes credit for in order to keep the budget in the black. President Barcelo pointed out there are still some unknowns in terms of what the College's needs will be for next year; this presentation is for the Board's review and consideration at this point.

Dr. Sena pointed out that Northern will still have the lowest upper division rate in the State. He provided comparison rates with current (2010-11) UNM Branch tuition as follows:

UNM-LA	Resident	\$53.50/credit	Non-resident through 6 credits	\$53.50/credit
			Non-resident 7+ credits	\$136.00/credit

UNM-Taos	Resident	\$62.00/credit	Non-resident through 6 credits	\$62.00/credit
			Non-resident 7+ credits	\$156.00/credit

3. 1% set-aside for Academic Professional Development: The ERUC is recommending that 1% of net total from all non-salary budgets be made available for academic/instructional professional development and program initiatives. Dr. Sena stated the College is in the process of developing policies and procedures on how these monies will be disbursed.

4. Revised Blackboard Fees: Dr. Ken Dvorak, Distance Education Director, provided a brief background concerning Ideal New Mexico and Blackboard; the discussion included budgetary issues by the state and how higher educational institutions are being served. A revised schedule for Blackboard fees (see below) was proposed by Dr. Dvorak and Dr. Jan Dawson, Assistant Provost for Academic Support, in order to streamline fees and make practical accommodations for the Distance Education requirements. These fees will be effective summer, 2011. The ERUC recommends that this fee proposal be approved.

- Eliminate separate fees for “web-enhanced” and “Hybrid” Blackboard courses.
- Change fee structure for fully online courses from \$50/course to \$25/per credit hour.
- Courses taught via interactive video would be assessed \$25/per credit hour; there would be no fee assessed at the receiving site for these courses.
- Charge all students enrolled in more than three credits a new \$25 blackboard access fee each semester to cover student access to a blackboard “shell” for all courses in which instructors can post as little or as much course information, i.e., assignments, syllabi, announcements, etc., as they wish.
- It may also cover free access to smartphone app (or similar Bb application) so that all students can keep up with course specific and campus-wide information posted on blackboard.

Dr. Sena stated that there some positions which are currently grant funded (listed in the attached handout) and the ERUC recommends that these positions be institutionalized under regular state funding.

Dr. Sena stated that faculty evaluations are currently taking place. Supervisors will provide a list of recommendations for reemployment which he will make available to the Board in April.

V. OLD BUSINESS

A. AQP Update.

Dr. Sena stated that Category Five of the Systems Portfolio, *Leading and Communicating*, will be presented at the next regular Board meeting. He reported that Ms. Stephanie Amedo-Marquez has been hired as Interim Director of Assessment and Accreditation. She replaced Dr. Dan McLaughlin who resigned the end of February, 2011. The Higher Learning Commission (HLC) has been notified of this change. The College needs to address three items: 1) bring the Systems Portfolio back up and submitted to the HLC as soon as possible, 2) establish and present some new action projects to the Leadership Team, and 3) prepare for the focus visit scheduled November 13-15, 2011. There will be two reviewers that will visit the College to evaluate two programs, BM in Jazz Studies and BA in Integrated Studies (Humanities). Some concerns expressed by HLC regarding these two programs will be addressed. Mr. Spanghel with HLC has asked that the College look at the last review which took place in August, 2008 and look at how the College went through the process of establishing new programs after the Teacher Education program was established. Dr. Sena reported that Dr. McLaughlin compiled all information

from Chicago and passed this information to Stephanie and Dr. Sena. President Barcelo stated she asked Dr. Sena to look at the 2009 Systems Portfolio report and the issues listed as opportunities.

B. Capital Projects Update Report.

Mr. David Schutz, Interim Vice President of Administration, presented a capital projects update report summarized as follows:

College of Education Building: Construction is 100% complete. A couple of punch list items are being addressed. The Regents will receive a tour of the building in April.

SERPA: The project is going well and is about 40% complete. The anticipated completion date is August 20, 2011. Mr. Schutz would also like to schedule a tour of the building sometime soon for the Regents.

El Rito Plaza/Water Project: The El Rito Plaza and the Water Project are both 100% complete.

Espanola Bookstore Expansion: A recommendation will be coming to the Board, through the President, on how to spend the remaining funds. About \$15,000 was spent on cash registers and partition walls to alleviate the heavy traffic at the beginning of the spring semester. About \$17,000 is left over.

Ben Lujan LRC Addition: Temporary fencing is going up and construction will begin soon. About 70 parking spaces will be lost during construction. The property directly south has been leased from the Vigil family for overflow parking and storage of materials and equipment during construction. Completion of the parking lot is a top priority. The College is waiting for a confirmation from Speaker Ben Lujan in order to schedule the groundbreaking ceremony.

Student Housing Project: At the present time this project is on hold until budgetary and fiscal matters discussed earlier are resolved.

Nick Salazar Center for the Arts: This project (acoustic and lighting systems upgrades) is now substantially complete. Mr. Schutz will work with Mateo Pumphrey about spending the remaining funds (about \$10,000).

ARRA – Solar Heating System Upgrades, Espanola: The project is breaking ground this week. The hot air collectors will be restored in the VE and Library buildings. Initially the solar collectors were going to be placed on the buildings, but the buildings could not accept them structurally, so they will be ground mounted instead. The photovoltaic array units will be used as a learning center for the students in the SERPA Program.

ARRA – Heating System Upgrades, El Rito: Engineering plans are complete. Bids will be received this week for this project. Mr. Schutz would like the successful bidder to be approved by the Board at the special board meeting scheduled early April. Regent Branch requested that finalists be submitted to the Board for review. Concerning any major contracts, Regent Branch stated that finalists should make presentations before the Board and interviewed by the Board. Mr. Schutz pointed out that for this particular project the College is compelled and must by federal law give the contract to the lowest bidder; there is no interview process. Mr. Schutz stated that for any other new building projects, i.e., Education Building, SERPA Project, and addition to the Library, the Board should definitely be part of the selection committee.

Ramada at the El Rito Plaza: Mr. Schutz submitted a final report to the McCune Foundation early last week. About \$20,000 remains from the initial \$500,000; \$200,000 was from the McCune Foundation. The Ramada project will cost more than what is available.

Security System Upgrade: Mr. Schutz reported that the bill died before the Senate could act on the capital outlay request to upgrade the security systems on both campuses.

VI. NEW BUSINESS

A. Technology Update.

Mr. Jorge Lucero, MIS Director, provided a PowerPoint presentation/overview of what has been happening at the College in the past year in terms of bringing 21st century technology to NNMC. Nine areas that he reported on are summarized as follows:

1. Smart Board Technology: NNMC now has eight Smart Boards available to use as a teaching tool; training will begin soon for different departments.
2. Engineering Computer Cluster: An Engineering Cluster is now accessible to students outside the College; the Cluster has 108 cores of processing power.
3. Core Network Upgrade: The College has received \$250,000 through NM Epscor and NSF to do a network upgrade. The core network equipment is Cisco. Mr. Lucero also explained the progress in connecting with the higher optic highway that connects all Universities. A link will be established between the Espanola Campus to Tesuque Peak and then down to the Simms Building in Santa Fe. Mr. Lucero already has the equipment and the license. It will cost about \$800 to \$1200 to lease a spot and set up an antenna (\$800 to \$1200 a month). Mr. Lucero is waiting to hear from the IT Department for the State in order to proceed.
4. Banner Services: The College is up to date with regard to all Banner modules.
5. Wireless Service Across Campuses: Touchnet Online, the student online payment system, is now fully integrated. The College is now also fully wireless capable at both campuses. Mr. Lucero was able to get most of both campuses covered at a very reasonable cost through Wavion Wireless Networks.
6. Email Upgrade: Transition to Google apps for education recently took place and MIS managed to get students, staff and faculty in an integrated system. The prior email system was running four different servers with redundant power supplies. License fees have been eliminated. Another cost saving solution is the ability to archive emails (10 year retention) for a fixed rate of \$11.00 per user/per year.
7. Web Site Upgrade: The Web Site is work in progress and is coming along nicely. User access is now being released to different departments so they can manage their own updates.
8. OPENDNS Filtering System: Content filtering systems are expensive, troublesome and can cause network delays. Mr. Lucero was able to get a free web content filtering system by using OpenDNS.
9. Canal Seis: NNMC has a TV Station (Channel 6) and live streams as well as programming is ongoing.

President Barcelo complimented Mr. Lucero for all the work he has accomplished. Mr. Lucero received his baccalaureate degree from NNMC and the College is proud to have him on board.

B. Update on NNMC's proposals to offer baccalaureate degrees at the Santa Fe Higher Education Center.

Dr. Sena provided a copy of a letter from SFCC regarding the Santa Fe Higher Education Center (SFHEC) and NNMC's BS-IET program. A summary of Dr. Sena's presentation is as follows:

1. After some discussion last fall, the College submitted two proposals (BA in Business Administration and BS in Information Engineering Technology) in response to the Santa Fe Higher Education Center's RFP to offer upper division courses and completion for a baccalaureate degree at the SFHEC.
2. Santa Fe Community College reviewed these proposals and approved the BS in Information Engineering Technology proposal. Dr. Ivan Lopez, Chair of Engineering Programs, met with representatives from SFCC earlier this month to discuss the feasibility of offering this program. Pending specific articulation agreements and completion of contract negotiations, Northern courses could begin delivery in Santa Fe starting in Fall 2011.
3. Dr. Sena asked Dr. Lopez to develop a budget for implementation of this degree offering at the SF HEC. A negotiated fee (\$20K) has not been determined.

Santa Fe HEC Budget

Full-Time Faculty	0.5 FTE	\$ 36,025.00
Faculty Part-Time	12 classes a year	\$ 28,560.00
HEC Rent		\$ 20,000.00
Office Supplies		\$ 4,000.00
Travel Expenses	5 trips per wk. Esp/Santa Fe	\$ 3,200.00
Cisco Equipment		\$ 35,000.00
Computers and Wiring		\$ 30,000.00
Total		\$156,785.00

The Office of the Provost recommends that delivery of the BS-IET program at the SF-HEC be contingent on external funding to cover these costs. A lengthy discussion took place concerning this topic. In summary, 1) the Engineering Program is currently understaffed and additional resources would be needed to expand off site; 2) there is a possibility to build this initiative into a STEM grant and if funded the contract would be for two years; 3) nothing precludes NNMC from offering its own courses in Santa Fe at its own site; 4) the College currently has a Hazmat Science Application (HSA) Center in Santa Fe on I-25; however, the way the facility is structured it is not ideal for other programs at this time; 5) other institutions who could compete with some of Northern's Programs was discussed; 6) there are still many unanswered questions and concerns to be addressed (governance and terms and conditions); 7) concentrate on Northern's existing programs to achieve excellence in each one; 8) improve marketing of the College and its programs; 9) talk more about student success; 10) discuss this topic further among College staff, Regents, and HED.

C. Approval of Open Meeting Notice Resolution.

An updated Open Meeting Resolution was provided to the Board for their review prior to the meeting. The resolution complies with the Open Meetings Act and contains the same notice procedures followed by the Board the last few years. Regent Chayo Garcia suggested that the Board meet the third Tuesday of each month. The rest of the Regents agreed that Tuesday would be a good day for them also. Section No. 1 will state that "unless otherwise specified, regular meetings shall be held the third Tuesday of each month. Meetings on the Espanola Campus and on the El Rito Campus will start at **9:00 a.m.**; or as indicated in the meeting notice. Meetings will be alternated between the El Rito Campus and the Espanola Campus, except when the Board elects to hold the meeting at another location as announced by the Chairman."

Regent Cecille Martinez moved to approve the Open Meeting Notice Resolution as discussed and amended. Motion carried unanimously.

D. Discussion: Labor Management Relations Board Appointments.

Board President Branch stated that the Board adopted a Resolution in October, 2006 to establish a local Labor Management Relations Board (LMRB). The Rules and Regulations for the LMRB were approved in December, 2007. Copies of these two documents were provided to the Regents. The Resolution states that the LMRB shall be composed of three members, one member appointed on the recommendation of individuals representing labor, one member shall be appointed on the recommendation of the College President, and one member shall be appointed on the recommendation of the first two appointees. The three members are approved by the Board of Regents.

Regent Branch suggested the name of Clarence V. (Porky) Lithgow to serve in the LMRB and represent the Regents and Administration. He stated that Mr. Lithgow has a great deal of experience, has a good reputation, and is willing to serve again in Northern's LMRB. He stated that other recommendations from the Regents will be considered.

Tim Crone, President of NFEE #4935, recommended Diane Wood to represent the union groups at Northern, and she is also willing to serve. These two board members, once approved, will name the third member of the LMRB.

This topic will be an action item at the Special Board of Regents meeting scheduled early April.

E. Discussion: Prohibited Practice Complaint submitted by the President of NFEE.

Regent Branch shared with the Regents the Prohibited Practices Complaint (PCC) filed against him regarding the Resolution presented by the Union the day before the last regularly scheduled Board of Regents Meeting. He stated that action was not taken because the Resolution was not included in the Board Packet and the Regents and the President did not have sufficient time to review. Regent Branch emphasized that he wants this issue to be open and transparent enough so everyone understands the reasons behind not taking action.

VII. PRESIDENT'S REPORTS AND ANNOUNCEMENTS

1. President Barcelo stated the College survived the legislative session considering how we started out in terms of our budgetary issues. Northern did well compared to sister institutions in the state. She acknowledged and thanked Regent Branch and David Schutz for playing a key role during the session. The College lobbyist, Amy Horowitz, also did a fabulous job. Espanola Day at the Legislature on March 4 was a huge success. This day brought the City of Espanola and the College together. Northern's students had an opportunity on this day to meet with legislators. The SBDC also played a big a role in its success. The event was broadcasted by Canel Seiz. President Barcelo stated she would like to hold a reception in the near future for our legislative delegation to thank them and show them our appreciation for their support.

2. A Town Hall Meeting was held at the El Rito Campus on Monday, March 14. About 82 people participated. President Barcelo was candid and honest in discussing many issues with participants. Even though some difficult questions were raised, for the most part there was some support and a belief in what the College is trying to do. President Barcelo used the 2009 report from the El Rito Committee as a basis for her remarks.

3. President Barcelo stated she will be attending the HACU National Capitol Forum in Washington, DC, April 3-6. The College relies heavily on Title V funding. There is a big legislative effort to meet with federal delegation to talk about why it is so important to continue funding to Hispanic Serving Institutions and Historically Black Institutions.

4. President Barcelo recently held a conference call with Richard Marquez, Chair of the Foundation, and Debra Friedman from ASU who has agreed to work with the College and the Foundation on a campaign to raise funds. Dr. Friedman will come to Northern sometime in June and do a series of workshops with the Foundation Board, the Board of Regents, Leadership Team, Faculty Senate, and other groups.

5. Last week the College sent an invitation to Governor Susana Martinez to serve as Keynote Speaker for this year's Commencement on Saturday, May 14. President Barcelo met with HED staff and asked Dr. Jose Garcia that if the Governor cannot participate, she would like for him to be our commencement speaker. She invited Dr. Garcia to attend as her special guest whether or not he speaks. Dr. Garcia has also been invited to attend the GED Graduation. In the future, Dr. Barcelo would like to put together a committee composed of faculty, staff and students who would make a recommendation to the President so they are more engaged as far as determining who the Keynote Speaker will be for Graduation.

VIII. COMMENTS FROM THE BOARD

1. Regent Branch stated President Barcelo had an opportunity to meet and work with our legislators and was very well accepted because of her demeanor and knowledge. He also thanked David Schultz for the extra effort he put in during the legislative session. He especially thanked Representative Nick Salazar for his support on Northern's behalf.

2. Regent Garcia thanked the President and the Regents for being present during her confirmation by the Senate on March 12.

IX. PUBLIC INPUT

None.

X. STUDENT INPUT

None.

XI. PERSONNEL MATTERS

A. Personnel actions.

A.1 President Barcelo recommended the hiring of Ms. Amy Torres, Title V Math Specialist, effective March 1, 2011.

A.2 President Barcelo recommended the hiring of Ms. Stephanie Amedeo-Marquez, Interim Director of Assessment and Accreditation effective March 7, 2011.

A.3 President Barcelo recommended the hiring of David Dreisigmeyer, Project Coordinator for the Department of Engineering effective March 7, 2011.

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

A.4 President Barcelo recommended that the Board accept the resignation of Dr. Dan McLaughlin, Assistant Provost for Assessment, Accreditation & Planning effective February 28, 2011.

Regent Alfred Herrera moved to accept Dr. McLaughlin's resignation. Motion carried unanimously.

B. Approval of new part-time faculty.

Dr. Anthony Sena stated that all part-time faculty on the attached list have gone through the internal approval process to teach at Northern. The approval form indicates which courses they can teach and transcripts are reviewed. The list is a blanket approval list so they can be hired to teach next semester or any semester thereafter as needed. The Director of Human Resources tracks all new adjunct faculty approved to teach at Northern from March to March of each year. Dr. Sena pointed out that once approved by the Board, part-time faculty are entered in a master list. The College draws from this master list of approved adjunct faculty to teach as needed.

Regent Cecille Martinez moved to approve the new part-time faculty on the attached list. Dr. Sena confirmed that Ms. Stephanie Amedeo-Marquez is also an adjunct faculty.

(At this time the Board recessed for lunch at 1:15 p.m. The open meeting reconvened at 2:02 p.m.)

XII. EXECUTIVE SESSION

Regent Alfred Herrera moved that the Board enter into executive session pursuant to Section 10-15-1(H)(2) of the Open Meetings Act to discuss limited personnel matters. Regents Feliberto Martinez, Chayo Garcia, Cecille Martinez, Alfred Herrera and Michael Branch moved in the affirmative to adjourn into executive session at 2:03 p.m. The open meeting reconvened at 2:15 p.m. Regent Branch reported that no action was taken in executive session.

XIII. ADJOURNMENT

Regent Cecille Martinez moved to adjourn the meeting. The meeting adjourned at 2:15 p.m.

APPROVED: April 19, 2011

Josephine Aguilar, Recording Secretary

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

/s/ Alfred Herrera for Cecille Martinez
Cecille Martinez-Wechsler, Secretary