

**NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS MEETING
September 26, 2013**

I. CALL TO ORDER

A regular meeting of the Board of Regents of Northern New Mexico College was held on Tuesday, September 10, 2013 in the Priscilla Trujillo Schafer Boardroom of Northern New Mexico College, El Rito Campus. Regents present: Michael P. Branch, Alfred Herrera, Cecille Martinez, Rosario (Chayo) Garcia, and Feliberto Martinez. Regent Branch called the meeting to order at 8:08 a.m.

Northern New Mexico College staff present: Dr. Nancy “Rusty” Barceló, President; Domingo Sanchez, VP of Finance and Administration; Dr. Anthony Sena, Provost and VP of Academic Affairs; Ricky Serna, VP of Institutional Advancement; Bernie Padilla, Director of Human Resources; Carmella Sanchez, Director of Institutional Effectiveness; Kathleen Sena, Registrar and Amy Pena, Assistant to the President and Recording Secretary. Faculty present: Gilbert Sena. Also present was Lindsey Bright, reporter with the Rio Grande Sun; Student Senate President Joel Martinez; Student Senate Vice President Sam LeDoux and Ted Martinez, El Rito Alumni Member.

II. APPROVAL OF AGENDA

Regent Branch stated Section VIII, Item F - Approval of Residence Hall Contract will be postponed to a later meeting as the Contract is still under review by staff and the College’s Attorney. **The final agenda was approved as presented with changes.**

III. INTRODUCTIONS

New employees will be introduced at the next Board of Regents Meeting taking place at Northern New Mexico College, Espanola Campus on October 24, 2013.

IV. APPROVAL OF MINUTES

Regent Cecille Martinez-Wechsler suggested a change to the minutes as follows: “Regent Martinez-Wechsler agreed that this Committee is in fact running the entire college. She also stated that future Board Members must be kept in mind as well and that changes of the committee be written in a general way to reflect that this is a committee who should study and recommend to the full board to make a decision.”

Minutes of the meeting of August 29, 2013 and the Special meeting of September 10, 2013 were approved with edits.

V. PUBLIC INPUT

Mr. Ted Martinez, Former Regent from NNMC and Alumni of the El Rito Normal School spoke about his concern for the future of the El Rito Campus. On behalf of the Alumni Association and others who share the same concern, he requested more support from the El Rito Campus. Regent Branch stated he appreciated the comments from Mr. Martinez and assured Mr. Martinez that President Barceló and the Regents are looking at the enhancement and attention to the El Rito Campus.

VI. STUDENT REPORT

A Student Report was not presented.

VII. FACULTY SENATE REPORT

A Faculty Senate Report was not presented.

VIII. FINANCIAL REPORT

A. Financial report for the month ending August 31, 2013

a. Proposed Operating Budget for FY 14 (2013-14)

Regent Branch stated a Finance Committee Meeting was held on Monday, September 25th at which time items presented by Mr. Sanchez, Vice President for Finance and Administration, were discussed in detail.

Domingo Sanchez, Vice President of Finance reviewed the Proposed Operating Budget for FY13. Mr. Sanchez stated the College was required by the Higher Education Department (HED) to resubmit the FY14 Operating Budget which was approved by the Board on April 29, 2013. Mr. Sanchez noted the budget was submitted on time (May 1, 2013); however, HED requested the budget be submitted in a format similar to ones they believed were easier to read as HED does not have a standard format. The College agreed to resubmit the Operating Budget and follow another format because approval of the budget is important.

Regent Herrera pointed out some minor changes to the FY14 Budget: 1) an appropriation in HB2 in a lump sum amount to HED, which HED requested that the College insert in the Budget (\$75,551) and 2) the College had \$1.8M for the Security Appropriation which was originally submitted as restricted. HED instructed the College to place it as unrestricted for reporting purposes in the budget. It is set up on the College's books as restricted. Mr. Branch suggested each time a budget is submitted to HED a receipt be requested as there are often changes in personnel at HED. Mr. Sanchez stated the budget was submitted on time but it had not been forwarded to DFA. Regent Garcia suggested the College ask HED to sign off that they requested monies placed in restricted when they are unrestricted. It should be made clear this is a request from HED. Mr. Sanchez will request HED point these changes out in their document approvals.

b. Report of Actuals for FY13 (2012-13)

Mr. Sanchez reviewed the Report of Actuals. The difference between the Report of Actuals and the Budget is the third column which is an estimate. The ending fund balances will be listed as the College's beginning fund balances so it is to the benefit of the College for the estimates to be as close as possible. The Report of Actuals was in the same format as previously submitted except for the third column.

B. Approval of Budget Adjustment Requests (BARS)

Mr. Sanchez presented BAR 12 (attached) which reflects a transfer from one function to another. He also presented Bar 25 (attached) which is for the CAMP Program. Mr. Sanchez explained when a letter of award is received, Directors of Federal programs will know what dollars they have and how much they are able to use. Finance will sit down with them and they will determine what needs to be cut. Programs also have a protocol to follow with the awarding agency to ensure they are talking about what the appropriate line items are within the dollar amounts. Regent Martinez-Wechsler requested clarification on a BAR where a transfer was done from function to function but no monies included. Mr. Sanchez explained this is done because a function is changing and money is moved from one function to another or one organizational unit to another. It will be seen in the BAR but the net will still be a zero to the overall budget because one department is decreased by an amount and another is increased and the overall budget for the institution is not changed.

Regent Herrera moved for approval of the Proposed Operating Budget for FY14 as presented by Mr. Sanchez and approval of the Budget Adjustment Requests Number 12 and Number 25.

Regent Branch suggested modification under the proposed Operating Budget there are items for clarification which were resubmitted under a new format versus Operating Budget because it has already been submitted. Regent Herrera accepted the modification. **Motion approved.**

C. Approval of Audit/Finance/Facilities Committee Charter

Regent Herrera proposed a motion for approval of the Audit/Finance/Facilities Committee Charter as presented (attached). **Regent Garcia voted “no”, Regent Martinez-Wechsler abstained and the motion was passed by a majority vote of “yes” by Regent Branch, Regent Martinez and Regent Herrera.**

Regent Branch reminded the Board the Charter is a working document and any future changes may be submitted for approval by the Board.

D. Capital Projects Update

a. Approval of Security Project

Mr. Sanchez stated the Finance Committee discussed in detail the Security Project. Mr. Sanchez explained the College likes to lean on the Cooperative Education Services (CES) or the General Services Administration (GSA) when deciding on vendors. This means the College can select someone off their list. Before making a selection, three estimates are requested and the College meets with the vendors. The College budgeted 1M for the Security Project. The Project came in at \$900,000 to make sure there are monies available to fill in the gaps in case any additional items were needed. Panic stations (5 or 6) will be placed around campus and are stand-alone units.

b. Approval of Lighting Project

Mr. Sanchez explained the same process was followed for Lighting as it was for Security. There was \$300,000 budgeted for the Lighting Project and it came in much less than originally anticipated. Mr. Sanchez requested Board approval for Lighting (\$196,000) and Security (\$899,970). Mr. Sanchez explained lighting will be installed in parking lots and dark areas. Mr. Sanchez explained the planning process commenced two years ago which brought together all affected parties and a committee was formed to put a plan together. This plan was part of the justification when the College went to the Legislature and actually received the Bond. This plan was used to address questions about what would be done with the money and the College has not deviated from the plan. President Barceló explained a lot of the lighting had to do with break-ins and security breaches. Mr. Branch stated that he was not happy El Rito was not included in these plans and he requested clarification as to why El Rito was not part of the improvement. Mr. Sanchez explained El Rito is part of the Security Project. Mr. Sanchez explained there is money available to add anything that was left out. Mr. Sanchez explained El Rito will be revisited as the monies are available.

Bernie Padilla, Director of Human Resources stated the project is a ten month project and any delays would put it off that much more. Mr. Padilla also stated there have been a rash of thefts, assaults, break-ins and people are afraid of walking to their cars. Mr. Sanchez stated monies are available for both campuses and he would get clarification for the Board.

Regent Garcia moved to approve the Lighting Project in the amount of \$196,303 and the Security Project in the amount of \$899,970.34. Motion passed.

After speaking with Mr. Andy Romero, Facilities Director, Mr. Padilla clarified that that El Rito was specked out for lighting but was not bid on yet. However, the lighting on the poles in El Rito belongs to Kit Carson Electric. The lighting Mr. Romero did speck was on buildings and facilities which will cost approximately \$30,000 or \$40,000. Mr. Romero is confident that lighting on the El Rito Campus will be completed. The purpose for installation in NNMC-Espanola first is to get an idea of its capabilities before installing in El Rito.

Regent Branch stated the College should negotiate or enter into a joint venture with Kit Carson in order to upgrade the lighting system at NNMC-El Rito for more efficient use.

E. Audit Update

Mr. Sanchez stated the auditors will return to the College in October. The books are closed and the College is working on financials which will also be given to the auditors for their review. Regent Herrera emphasized that the auditors will express an opinion on the financial statements that are prepared by the College; this is how it should be done. Mr. Herrera thanked Mr. Sanchez and congratulated him on all the work done to prepare the Financial Statements so the auditor can express an opinion on the College's Financial Statements.

(At this time the Regents took a brief break at 10:30AM. The open meeting reconvened at 10:45am.)

IX. NEW BUSINESS

A. Enrollment Management Presentation

Kathleen Sena, Registrar and Chair for the Enrollment Management Committee and explained the structure and work the Committee has completed. Ms. Sena presented the Enrollment Management Chart (attached) showing every item pointing towards degree completion. This allows the College to see where it is, what can be done and who the key players are who can assist the students through the entire process. This chart is in process and the Committee is also working on a Charter which will be brought forward to the Board for review and approval. Ms. Sena discussed process mapping and how she would like the Enrollment Management Committee to look at the life of the student (first contact through getting them completed with their degree and working in their community). Ms. Sena added the community (employers, high schools, etc), the business office and faculty will be included in the Committee. The Committee will be identified as Strategic Enrollment Management because the Committee needs to be able to look at resources (finance, human resources, structural) to make sure it is a well-blended program for students to be successful at the College.

Ricky Serna, Vice President for Institutional Advancement, presented an Enrollment Management Report to the Board of Regents and reviewed the document (attached). The analysis completed focused on the subgroups first time Freshman, full time seniors (non-returns) and part-time, undeclared, age 25+. Mr. Serna stated tuition is not a major issue for Freshman. If students coming outside of high school look for affordable four-year institutions as a deciding factor as where to go, the College is still the most affordable four-year institution someone from Espanola can receive and is the second most affordable institution in the southwestern United States. New Mexico Highlands University is \$15.00 less than the College. For full time seniors, the second subgroup, tuition is an issue, but to what degree it was an issue for a student to decide they were not returning in the fall, is important to understand. Community members, the third subgroup, take classes on a part time basis, do not declared a major and are likely over the age of 25. These subgroups will be meaningful to the College because if the College was to have flat lined enrollment in these areas a decrease to the overall enrollment would have been minimal. Had the College received the same amount of students from the four year high schools, the overall enrollment would have gone up 10%. Mr. Serna stated the media needs to look at the tables in their criticisms about tuition because it provides context. One of the items constantly criticized by legislators is the College's tuition and fees are too low. The College is challenged on a regular basis that NNMC tuition is too low and should be competitive with Western New Mexico. Western New Mexico charges an extra \$300 as opposed to the College. The percentage of tuition raised by previous administration has a sustaining increase as compared to the current administration. The increase in tuition from 2007 to 2013 is the consequence of transitioning institution to a four year institution. Mr. Serna stated when comparing appropriations from the State, Northern received the lowest amount. The cost to NNMC is approximately \$4,333.33 to pay a faculty member per hour (average salary of \$52,000.00). Northern is losing money every time a course is offered because enough tuition is not generated from the students who take the class. When Northern's numbers are lower, Northern must be competitive in terms of tuition. Mr. Serna stated Northern needs to take responsibility for the percentage of students that go to college from the local high schools. Northern does not need to be

responsible for a piece of the pie that goes, Northern needs to increase the piece overall. If Northern sees a decrease in the number of Espanola Valley High School graduates that go to college anywhere in the world, Northern has to take responsibility for that as well.

Mr. Serna reviewed loss of Seniors by credit tiers and programs. Northern will call those who have not yet graduated and have the credit hours to graduate. What Northern will need to do is prepare a degree plan and discuss issues regarding course offerings. Regent Herrera would like Mr. Serna to report back once the results are received from those students who have not graduated but have the credit hours to graduate. Ms. Sena stated there is a plan in place to work with department faculty and department advisors to start to look at transcripts, find out what happened, where the students are, and if the College needs to build certain courses. Mr. Serna stated Northern must take responsibility for a student who has over 100 credit hours in two year programs and as faculty as advisors and tell the students let's get you out with a degree. Northern's responsibility is to guide them down a pathway that gets them a degree because it makes them more competitive in the workforce, enhances their way of living and benefits the institution. This does not mean the numbers are not valid, it means Northern is not doing a good enough job as an institution, as a faculty in telling the students they should be gone from NNMC with an AA or a four year degree. The issue is not about the numbers it is about owning it and taking the responsibility of the fact that there are 11 students who have surpassed the credit requirement by about 20 credits. Mr. Sena stated Degree Works could help the faculty and advisement could help the faculty better identify students in Career Technical Education; students are degree audited every semester and students are told what they have to take. This enables them to know what classes to schedule for the following semester. The faculty may not be auditing enough or the Chairs are not having their faculty audit. Regent Herrera concluded from the comments of the Faculty Senate President has not had any discussions regarding this issue. Mr. Sena stated the Faculty Senate has not seen this information and requested Mr. Serna attend the next Faculty Senate Meeting to present all the information he presented at the Board Meetings.

Mr. Serna stated the third subgroup of students is those taking courses for personal development. NNMC has seen a decrease in these students (25+ years old part time). These are most likely members of the community who might have been taking classes leisurely. This is an area where the increase to the tuition and fee structure might have played a roll. On the per credit hour basis it can get more costly with the student with an increase in tuition and fees. NNMC is going to be reviewing this to find out if this is the case. Next steps for NNMC are:

1. Identify the students by age group and by courses to further identify where the issues are.
2. Analysis of the feeder high schools (how many times were the schools visited and what did it yield in terms of applications).
3. Freshman will be reviewed by subgroup (17-19). This will tell NNMC how many students are coming directly out of high school.
4. Review non-returning seniors. Students will need to be contacted to see what it will take to graduate them.
5. Analysis and identification of more subgroups (ex., distance learning, online learning).
6. Process mapping. This will have major implications for enrollment from billing to follow through and what it takes for students to begin.

Mr. Serna spoke about formalizing partnerships in addressing decreasing numbers (Espanola, McCurdy, Pojoaque, Mesa Vista). Instead of NNMC waiting for interest from students to attend, NNMC should bring in every single senior within 10-15 miles of NNMC to the campus and provide them with college access information in general. Regent Garcia stated NNMC should help the parents to fill out FASFA which could be intimidating. NNMC does not receive support from the news media, either local or Santa Fe or Albuquerque Journal. The information NNMC puts out does not get published even though releases are published. NNMC needs to do something in order to insure that the correct information gets out to the students and parents. The things that the media prints are negative things. The more half page ads that have to be placed about registration, the more NNMC pays to publish things about the accomplishments of students, the local media benefits from the fact that NNMC has to spend more money marketing to bring students to NNMC. NNMC has to do this primarily because the perception of NNMC is that it is not a healthy one. Media creates that

perception as do other people but it is more critical when it comes from within our community. This is unfortunate but NNMC does have a tremendous amount of talent among the students and a tremendous amount of gifted faculty. Mr. Serna stated the tuition increase needed to happen and there is no comparison to two-year institutions. The fixed costs are the same as other institutions and NNMC must be competitive. This information needs to be educated better to students, faculty, staff and the media. Regent Branch stated this was an excellent presentation and NNMC should look at how to get this information out to the community and look at a possibility of programming this on Canal Seis so people could understand where NNMC is and where NNMC is going.

B. Approval of Senior Citizens Rate

Ms. Kathleen Sena stated there is a State Statute that addresses tuition and fees for senior citizens specifically. It identifies that senior citizens get charged \$5.00 per credit hour for 1-6 credit hours and after that point they are charged the regular rate. In order to increase enrollment of senior citizens, Provost Sena stated he is looking at hybrid courses and courses specifically for Associate Degrees. An analysis of the Spanish Colonial Furniture Making program revealed that many students had up to 100 credit hours and if these students took English 109 and very basic math courses, they could receive a certificate. NNMC is also looking at a number of things in relationship to the art courses and the music courses due to some concerns from community members.

Regent Martinez-Wechsler moved to approve to change the rate posted in the College Catalog to be in compliance with State Statute for \$5.35 per credit hour to \$5.00 per credit hour for 1-6 credit hours for Senior Citizens. Motion passed.

(At this time the Regents took a brief break at 11:30. The open meeting reconvened at 11:40am.)

C. El Rito Report by Melissa Velasquez

Mr. Sena stated during convocation Melissa Velasquez prepared a presentation for Convocation. Some of the Board of Regents were not available to attend so Mr. Sena requested Ms. Velasquez prepare an update for the Board of Regents. Ms. Velasquez presented The Innovation Center at NNMC - El Rito Campus Development Update (attached). One of the goals is to become self-sustaining so El Rito does not have to rely on I&G and El Rito is supporting itself. It is important to have the different funding streams that will feed into the larger picture. Provost Sena stated there are three RPSP projects that are going to be proposed which are due on October 1 (Pueblo's Institute, Chicano Heritage Latino Program and Music). All of them could have some interface with El Rito. Mr. Serna stated NNMC should spend the time for the next year speaking to Legislators individually about El Rito. The reason for this is because their sentiments about the campus have not been positive with regards to the funding and its cost for operation. This is something NNMC needs to look at during the Capital Outlay Committee Hearing with staff at NNMC. Ms. Velasquez stated she feels very positive and optimistic about El Rito and believes what is important is that El Rito starts showing the quarterly sessions of where El Rito is headed and it will not happen in one year. If El Rito can show quarterly increments and show positive trends, moving forward growth will be evident. Regent Martinez-Wechsler stated eventually El Rito could be self-sustaining so it is not using I&G funds. Provost Sena stated if NNMC is going to spend a year with the Legislature trying to develop the RPSP for next year, it would need to be incorporated into a couple of the other RPSPs going forth. Ms. Velasquez stated El Rito had submitted a portion of the RPSP during the budget hearings. Provost Sena stated Dr. Matthew Martinez and Dr. Patricia Trujillo are working on RPSPs which may have some affiliation with El Rito. Provost Sena requested Ms. Velasquez prepare an evaluation of individual projects coming through El Rito and how they are doing. The data indicates about 2,000 people have gone through El Rito and \$250,000 in revenue and this data would be useful when NNMC goes to the Legislature. Ms. Velasquez stated she would need to track this information and this is a matter of acquiring all the data she needs from the Finance Office.

Regent Herrera stated the timeline for the Business Plan for El Rito was in the Spring, 2014 and asked if there was any possibility to fast pace it. Regent Herrera believes in the upcoming Legislative Session, El Rito will be

a topic of discussion and it would be helpful if the Board could have a business plan. Ms. Velasquez has part of the document prepared and will complete the document. Regent Branch and Regent Herrera asked Provost Sena to assist Ms. Velasquez to get this project completed by December. Regent Herrera stated the information in the Report needs to be a good, credible piece of information NNMC could have in the pocket. Provost Sena believes the significant data elements are to have project evaluation and a graph showing where I&G and Revenue cross that will give a projection as to when El Rito might break even if at all.

Ms. Velasquez stated the Hazmat does not currently fall under the research station as it is under a different department and not El Rito directly. It should be tied to the research station and then the entire facility should be marketed. The College is currently in the process of deciding where Hazmat will be housed. Technically it will fall under Environment Sciences but there is overlap with Environmental Sciences and Ecology Research Station. Regent Branch stated it should be brought to administration to make the decision.

Ms. Velasquez stated the NNMC Alumni attended the reunion at El Rito from years 1949-1969 and 112 students attended. Ms. Velasquez also distributed the Newsletter for the El Rito Campus. Regent Martinez-Wechsler stated Ms. Velasquez was doing a good job and it is hard work trying to get El Rito off the ground.

X. OLD BUSINESS

A. Approval of Unit Organizational Charts

Provost Sena presented the organizational charts for the Vice President for Vice President and Administration, Provost and Vice-President for Academic Affairs and Office of Institutional Advancement.

Regent Garcia moved to approve the Unit Organizational Charts as presented. Motion passed.

B. AQUIP Update

Ms. Sanchez, Director of Institutional Effectiveness stated the Systems Portfolio was submitted on June 13, 2013 to the Higher Learning Commission (HLC). A team of reviewers will look over the document and the College is expecting a response in two weeks. The report will state whether NNMC is where it should be as an AQIP institution. Immediately following the Systems Appraisal, NNMC is obligated to attend the strategy forum in Illinois. AQIP recommends a team (eight members) from NNMC attend. President Barceló wrote a letter to the HLC requesting that five members be allowed to attend to keep costs down. This group could accomplish what is needed with the five members recommended by the President.

Ms. Sanchez stated under AQIP, NNMC is required to have three active action projects at all times (6 months to 1 year activities). One activity was on development of the systems portfolio which was successfully completed. The second was on assessment. NNMC sponsored an online class for Ms. Sanchez to take on student learning outcomes. NNMC also supports of WEAVE online which is an online software faculty uses to assess student learning outcomes in programs. First year retention was the final project which was put together early in the semester. Regent Branch stated he has been receiving information from AQIP via email and one thing was a request for institutions to submit a project to be considered at the conference. Provost Sena stated the program, Aspire Math Program, will be submitted. Regent Branch stated this would fit in to AQIP and it would recognize people who developed the program at the College.

C. Child Care Center Update

Mr. Padilla stated there are currently 12 children enrolled in the Child Development Center. In order to be self-sufficient the Center will need approximately 24 students. The total capacity based on regulations is 28 students. One problem for the Child Care center is that advertising that should have been done in May and June was not done for various reasons. The Child Care Center is open to the public and there are 4-5 children on a waiting list to get into the program because they haven't reached the age of 3 or they are not potty trained. Mr.

Padilla stated a strong marketing campaign (ads in the Rio Grande Sun, email blasts, advertisement before every movie at the Espanola Theatre) has been started with the help of Mr. Serna and his staff. The average child development center in Espanola is charging \$500-\$600 per month. All programs are comparable to NNMC in that they do not offer meals but do offer snacks and the parents provide a lunch. NNMC's rate for student is \$95.00 per week and the rate has not been changed. Discussions were held regarding increasing the rate but the concern was the parents did not have enough time to be made aware of the change and budget for it. A lot of students are being subsidized by Children, Youth and Families. About half of total NNMC students who have their children in the Child Care Center are being subsidized and the other half are paying for it. Regent Martinez-Wechsler stated NNMC could get money from the school lunch program to provide lunches for the children. Regent Martinez-Wechsler ran an early childhood program and a lot of them do provide lunches and snacks. Mr. Padilla will discuss this further with Regent Martinez-Wechsler. Mr. Padilla stated the rate for Faculty and Staff is \$115.00 per week. If parents are not affiliated with NNMC, the rate is \$125.00 per week (\$500.00 per month). This is average or below average of what others are charging.

The facility needs upgrading and Mr. Padilla is working with Andy Romero, Facilities Director to get the playground updated. Parents are happy with the attention and instruction their children are receiving. Mr. Sanchez will be providing a comprehensive report in October of where the Child Development Center is financially, where NNMC believes it will be and decisions will then need to be made if NNMC is going to subsidize it if it is not fully self-sufficient. The obstacles NNMC has come across are because the public has never had children in the Child Care Center. NNMC will have to decide how to deal with the children when the school is closed or in the summer. In the past it was shut down because the parents were students. Enrollment may also change in the summer because students are not going to have their children in the Child Care Center in the summer. The Board will ultimately need to make the decision regarding subsidizing the Child Care Center. The goal of the Child Care Center is to be self-sufficient, to have the program before and after school, and to have a waiting list.

Provost Sena stated the curriculum is being reviewed for early childhood education and it will be reported to the Board of Regents. Mr. Padilla stated students from College of Education program will be brought into the center so they have experience in dealing with early childhood. NNMC was told the child care center was the only accredited body with the rating, there are two others in Espanola. Regent Martinez-Wechsler stated this rating was very hard to get.

XI. COMMENTS FROM THE BOARD

Regent Herrera requested NNMC with the Espanola School District to look at the math program to determine if there is any alignment or lack thereof between the placement exam at NNMC and what is being taught at the K12 System in the Espanola School District. There is a big push by the Public Education Department in the arena of common core standards and one of the factors they talk about is college readiness and many of the school districts in the state are operating under that program. Regent Herrera is seeing people in high honors in K12 and High School levels and then come to NNMC and can't pass the college placement exam. Regent Martinez-Wechsler stated New Mexico just adopted common core standards so it will all be changed because what they were teaching in sixth grade will be taught in the third grade and what was taught in the eighth will go to the third. Provost Sena stated the common core is already in place and NNMC has representation with that committee statewide. Provost Sena will ask Dr. Torres who is the Chair of Math Program to engage Dr. Trujillo or someone at the high school to start the discussion.

Regent Herrera asked if NNMC has revamped the Spanish Colonial Program and has the tuition been reduced. The newsletter from El Rito doesn't say the tuition has changed but it implies it was. Provost Sena stated there are continuing education programs in Spanish Colonial Furniture right now, they do not get charged tuition per se, and they get charged a fee according to the course. It is a continuing education course students pay for the activity. There is one student enrolled under regular tuition who is closing out his degree program and that student is getting credit.

Regent Branch stated he believes it is necessary for the Board to get together for a one day Retreat as a Board. Regent Branch stated this Retreat would be a think-tank Retreat and the Board would address all issues within the College itself and how to move forward regarding communication, etc. Regent Branch would like the President to look at some dates that work for everyone. It is time for the Board to sit down and communicate at that particular level and discuss all issues of the College.

XIII. PRESIDENT'S REPORT AND ANNOUNCEMENT

Provost Sena presented on behalf of President Barceló. Provost Sena stated President Barceló met with Faculty Senate at a special session to discuss some of the issues that are pending. The most significant item pending review by the Board is the Faculty Handbook. The Board has asked for some corrections and those have gone back to the personnel committee. Currently there is a proposed Faculty Handbook that has been approved by the Faculty Senate themselves. If there is something that can be done to expedite the approval of the handbook, it will be done. Provost Sena will send out copies of the latest iteration of the handbook. There may be some problematic areas which can be highlighted and some changes can be made. Regent Branch spoke with the President about this and one of the things is the enactment of the Academic and Student Affairs Committee itself. It has been started and the charter is close to being completed. Regent Branch also asked if items within the Faculty Handbook itself correlate with NNMC's Labor Contract. To make sure this has been done the Board requested that Bob Brown, who wrote the original contract along with the Union, reevaluate it. When it does come back it should go to the Provost with recommendations to the President and finally back to the Board. Provost Sena stated the Policy Review Committee who has looked at the Faculty Handbook and will look at it again. Regent Martinez-Wechsler stated the Student Affairs Committee will meet Monday before the Board Meeting so they can look at it also. Those members on the Student Affairs Committee are Regent Garcia, Regent Martinez-Wechsler, Ricky Serna, and Frank Orona.

Provost Sena stated the President also met with representatives of new students. There was a good interaction with those students. This meeting will continue monthly with the President, Provost and others to discuss issues with the students. Student Senate Vice President, Sam LeDoux stated the meeting was very successful but there needs to be more advertisement and communication for the meetings.

Provost Sena stated the Student Senate has had its new elections for this year. There was a tie for the Presidency. The President is Joel Martinez and Sam LeDoux is the Vice President.

Provost Sena thanked everyone for being involved in the LANS appreciation day. It was a great day and the venue was excellent. Josephine Aguilar, Executive Assistant did all the leg work to get the work done and there are pictures on NNMC's Facebook that were shared with Kurt Steinhouse at the LANL Education Programs Office.

Provost Sena gave the Board Members a list of upcoming events and reviewed the list.

Provost Sena stated there will be a Sereno Alliance for Higher Education Conference and President Barceló will be the Keynote Speaker on Wednesday, October 2, 2013 in Albuquerque.

Gil Sena, Faculty Senate President stated Salt of the Earth is taking place October 26. Regent Branch encouraged everyone to invite the public to NNMC events.

XIII. EXECUTIVE SESSION

Regent Herrera moved the Board go into Executive Session pursuant to Sections 10-15-1(H)(2), 10-15-1(H)(5) and 10-15(H)(7) of the Open Meetings Act to discuss limited personnel matters, legal matters, and collective bargaining issues. Any action taken by the Board will be made in open session. Regent Garcia was not available for Executive Session. The Board adjourned for Executive Session at 12:20pm. Regent Branch reported that no action was taken in Executive Session.

VII. ADJOURNMENT

The regular meeting adjourned at 12:20 p .m.

Amy Pena, Recording Secretary

APPROVED:

/s/

Michael P. Branch, Board President

/s/

Cecille Martinez-Wechsler, Secretary