

NORTHERN NEW MEXICO COLLEGE
REGULAR BOARD OF REGENTS MEETING

DECEMBER 2, 2015

I. CALL TO ORDER

A regular meeting of the Board of Regents of Northern New Mexico College was held on Wednesday, December 2, 2015 in the Boardroom of Northern New Mexico College, Espanola Campus. Regents present: Rosario (Chayo) Garcia, Damian L. Martinez, Esq. (via conference call), Kevin F. Powers and Melinda DeHerrera. Board President Rosario (Chayo) Garcia called the meeting to order at 3:03pm.

Northern New Mexico College staff present: Chris Trujillo, IT; Amy Pena, Recording Secretary. Faculty Present: Deborah Beigel, Stephanie Amadeo Marquez, David Barton. Others present: Ted Koetter, Vice President, Student Senate, Ariel Carmona – Rio Grande Sun, Jake Arnold, David Barton and Tim Crone.

II. APPROVAL OF AGENDA

Regent Garcia moved for approval of Agenda as presented. Motion passed unanimously.

III. COMMENTS FROM THE BOARD OF REGENTS

Regents DeHerrera stated the Academic/Student Affairs Committee is talking about the tuition change, lowering Level I and Level II classes and the Committee is hoping to put something together to present as this could be a great opportunity.

Regent Powers stated the Audit/Finance/Facilities Committee will be talking about their update during staff reports. It will be very brief and there is not a lot of things happening. The Fiscal Watch side of things has positive activity in the financial side of things.

IV. PRESIDENT'S REPORT AND ANNOUNCEMENTS

President Barceló stated Vice President Serna was not able attend the Board of Regents Meeting but asked that she convey two items to the Board of Regents.

1. Enrollment Management - The College is conducting registration and it is looking up. President Barceló will get more specific details for the Board of Regents from Mr. Serna. Registration is not where the College wants it but it is moving along.

2. President Barceló stated Vice President Serna has resigned effective December 31, 2015. President Barceló stated Vice President Serna has made many contributions to the College and that work will be forever recognized and President Barceló is not sure the College would be where it is without him and she has been very pleased with his contributions and he has pulled together an amazing office. President Barceló wished Vice President Serna well and he has decided to take a different path and is moving forward with his decision. President Barceló stated she would like to reassure everyone that the staffs under his areas are really well positioned and they will continue to carry the work forward in positive ways. The College will not experience any bumps with Vice President Serna's departure.

President Barceló reminded the Board of Regents that Commencement would be taking place on December 12, 2015 in Eagles Gymnasium. GED will be part of the ceremony. A reminder will be sent to the Board of Regents regarding parking, regalia, etc.

Regent Garcia asked President Barceló for an update on the Gala. President Barceló stated Terry Mulert, Foundation Director was going to make a presentation but since the Board of Regents asked for a shorter meeting, President Barceló asked that it be delayed until January. President Barceló stated the Gala was amazingly successful in terms of the dollars raised as well as the energy created in the room. This is an important platform in terms of the new directions the College is moving in the future.

V. APPROVAL OF MINUTES

Regent Powers moved for approval of the minutes as submitted. Motion passed unanimously.

VI. FACULTY SENATE PRESIDENT'S REPORT

Dr. David Torres, Faculty Senate President presented the Board of Regents with highlights from the Faculty Senate November 6, 2015 meeting (attached). The following items were reviewed:

1. Faculty was nominated to serve on the President's Search Committee. Those names have been forwarded to Board President Garcia. Dr. Torres also sent President Garcia an email asking for increased representation on the committee if possible.
2. A new faculty constitution was approved and the Colleges in that Constitution were updated.
3. The Faculty Association name was changed to the Faculty Body.
4. The purpose of the Budget Review Committee was changed to advise the Provost for recommendations for the budget process.
5. The new Faculty Evaluation Form, which was drafted by the Provost, was discussed based on feedback from departments who decided to form an ad hoc committee to work in conjunction with the Provost to develop a new form.
6. Faculty would like to see the sick bank policy move forward.
7. Regarding Committee Reports, the Educational Policy Committee is looking at a new AA in Exercise Science Degree, which is being proposed by Pete Hite and Ryan Cordova. The General Education Committee approved a new General Education course in Level IV called Humanities 103 - The Search for Meaning. The Tenure Committee reported that the Provost is implementing whereby the department creates a recommendation to be used in evaluating the tenure of a faculty member.

VII. STUDENT SENATE PRESIDENT'S REPORT

Ted Koetter, Student Senate Vice President stated the names of the students for the Presidential Search Committee have been sent to Regent Garcia. Student Senate Bylaws have been approved and are now moving forward as discussed. They should be brought to the Board of Regents in January for approval. Student Senate will have finals survivals kits again as well as a finals meal for 100 students.

Regent Garcia stated an answer as to who will be chosen for Faculty Senate and Student Senate to serve on the Presidential Advisory Committee will be given as soon as the Board of Regents hires a firm and the Board of Regents goes through the firm.

VIII. PRESIDENTIAL SEARCH PROCESS

Regent Powers stated regarding the Presidential Search Process, at the last meeting the Board of Regents had received a number of proposals from firms solicited and unsolicited to handle the search process. In reviewing them, most of them were from individuals or firms nationally that were obviously well qualified but in most cases it appeared the cost of such services would be in the \$50,000 to \$100,000 range. Regent Powers stated as the Chair and Member of the Finance/Audit/Facilities Committee and being in touch with the College's financial condition, it seemed to Regent Powers this was an expenditure that the College could not afford. However, it also seemed to Regent Powers that the Board of Regents really needs somebody to coordinate and assist the Board of Regents with this very important process. Regent Powers spoke with some people that had done this in recent years and received the name of an individual who has a firm in the State of New Mexico who does this. Regent Powers had been in touch with him and had fully expected him to be coming to the Board of Regent Meeting with his name as a possible candidate. Regent Powers received a call from him last week; he had a detached retina and is unable to do the work. He did however, recommend another individual who does the same type of work. Regent Powers stated the Board of Regents has a presentation from (attached) Dr. Hugh Prather. He has considerable amount of experience doing this type of work, he also has a lot of experience in the State, understands New Mexico, the culture and has provided the Board of Regents with a proposal and a cost proposal. Regent Powers stated his proposal in short, he would anticipate spending somewhere in the neighborhood of 90 to 100 hours. His cost would be \$14,000 plus applicable New Mexico Gross Receipts Tax for his time and he is expecting that there might be some out of pocket expenses. He has agreed to a not to exceed number of \$18,000, considerably lower than any of the others. Regent Powers believes he can do a good job for the College and happens to know this individual. Regent Powers worked with him many years ago in a school district and is familiar with some of the work he has done in and around the State. Regent Powers believes this would be a good solution for the Board of Regents situation. Dr. Prather would recommend, if hired, that the Board of Regents try to schedule approximately two hours of time to have a work session with him. The Board of Regents would need to figure out when it could be done to sit down with Dr. Prather to map out the process, map out what the Board of Regents are looking for in a new President. Dr. Prather would take that input, put together the details, come back and it could be approved in a subsequent open meeting where the schedule would be on the Agenda. The Board of Regents would then formally adopt everything in terms of the search.

Regent DeHerrera asked if Regent Powers has heard any feedback on any previous clients he has worked with. Regent Powers stated he did not go out and do any due diligence on him from any of his clients. Regent DeHerrera stated he has a lot of expertise behind him, he is pretty sharp. Regent Powers agreed and in talking with him, his primary concern would be to try to obtain the input from the Board of Regents of what the Board of Regents wants and he would help the Board of Regents come to a consensus from the Board of Regents standpoint on what the Board of Regents is looking for. He would help the Board of Regents with the Committee, with the process and timing. Regent Powers stated he point blank asked him if the Board of Regents was out of line in thinking the Board of Regents could get somebody on board by July 1st and he said absolutely not, he thought this was a reasonable time.

Regent Powers stated Dr. Prather would like to have that two hour work session as soon as possible in that he thinks the Board of Regents can get all the ground work done over the holiday so the Board can hit the ground running on January 1st, which is what the Board of Regents had intended to do anyway. Regent Powers stated the Board of Regents has this as an action item on the Agenda so the Board of Regents can in fact vote to hire Dr. Hugh Prather Consulting to do this work and then move forward with it. Regent

Powers stated if the Board of Regents does not act on it, the Board of Regents would have to readvertise, have a special meeting, where the Board of Regents could in fact, if the Board of Regents wanted to check references, could have that same aspect at a special meeting where the Board of Regents would then move into an open work session. Dr. Prather did believe that an open work session with the Board of Regents would be the most appropriate venue to discuss the aspects of the process.

Regent Garcia asked if the other consulting corporation did suggest this person. Regent Powers stated Dan Patterson recommended him. Regent Garcia stated Dr. Prather's father taught in El Rito so he has ties from this area. Also, Dr. Prather did assist in the Presidential Search 12 years ago. Regent Garcia asked for the wishes from the Board of Regents.

Regent Martinez moved that the Board of Regents hire this individual (Dr. Hugh Prather) to start the Presidential Search without having to have a special meeting. A Roll Call Vote was taken - Regent Powers yes, Regent Garcia – yes, Regent DeHerrera - yes. Motion passed unanimously.

Regent Powers stated the Board of Regents upon conclusion of this Board of Regents Meeting would figure out when schedules could be coordinated to have the work session.

IX. STAFF REPORTS

A. Vice President for Finance & Administration

1. (Items 1 & 2) Fiscal Watch and Budget Adjustment Requests (BARs)

Domingo Sanchez, Vice President for Finance and Administration presented the Fiscal Watch Reports (attached), which were discussed extensively in the Audit/Finance/Facilities Committee meeting. Mr. Sanchez stated the College is sitting at the end of October in terms of cash at \$1.243M which is probably the best the College has seen in terms of cash in quite a while. Mr. Sanchez stated the unrestricted fund balance is at \$1.3M. A lot of the things that have been done in terms of managing resources are holding well. The College still has a decline in November and December but it is looking good.

Mr. Sanchez presented the Budget Adjustment Requests (BARs) (attached) and there are only 7 for the Board of Regents approval. Of the 7 BARs, 6 of them are Grants unrestricted funds and are really adjustments to tie to the awarded amounts for the year. In September and October the College does quite a few BARs for the Grants because the College has an estimate but when the College receives award letters and numbers that firm up either going down or up, the College makes those adjustments. Mr. Sanchez stated there is one BAR that is unrestricted for the trades program and it is in the packet because it is a transfer from department to department. When transfers are done outside departments they are brought to the Board of Regents. There is nothing significant to raise as items to be concerned about.

Regent Powers stated the College has a good handle on not only the revenue side but the expenditure side and Regent Powers stated he would like to say that he is appreciative of the finance staff, the work they have been doing and for a lot of the efforts that have been made in the College community to be more aware of costs and to try to keep expenditures under control. It is obvious that the College has come a long way and even with declining enrollments and declining revenue the College is able to make its expenditures match up to that lower revenue level and Regent Powers thanked everyone that has been putting forth an effort do to this. It is not easy, it is difficult and it is showing good results and when the audit report is made public, Regent Powers stated people could be proud of what they are doing to the success of the College.

Regent Powers moved for approval of the Fiscal Watch Report and BARs for October as presented. Motion passed unanimously.

3. Disposition of College Property

Mr. Sanchez presented the Disposition of College Property (attached) and stated the College is continuing on the path of trying to clear out a lot of piles of old materials and items that need to be destroyed.

Regent Powers moved for approval of the list of property for disposition. Motion passed unanimously.

X. EXECUTIVE SESSION

Regent Garcia requested a motion for the Board of Regents to enter into Executive Session.

Regent DeHerrera moved to enter into Executive Session pursuant to provisions of NMSA 1978 Section 10-15-1(H)(2)(5)(7) & (8). Roll call vote was taken. Regent Martinez - yes, Regent Powers - yes, Regent DeHerrera - yes, Regent Garcia - yes. The Board of Regents entered into Executive Session.

XI. POSSIBLE ACTION ON EXECUTIVE SESSION


Regent Powers moved the Board of Regents leave Executive Session and return to Open Session. Only the matters outlined when entered into Executive Session and there were no decisions made. A roll call vote was taken - Regent Martinez -yes, Regent Powers - yes, Regent DeHerrera - yes, Regent Garcia - yes.

Regent Garcia stated the Board of Regents needs to set up a work session to discuss with the new firm. The Board of Regents agreed that December 10, 2015 would be the work session and possible Executive Session after that meeting.

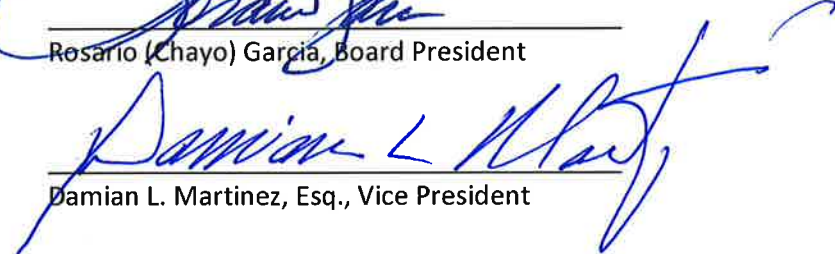
XIII. ADJOURNMENT

Regent Powers moved to adjourn. Motion passed unanimously. The Board of Regents Meeting adjourned at 4:30pm.

APPROVED:



Rosario (Chayo) Garcia, Board President



Damian L. Martinez, Esq., Vice President