

**NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS SPECIAL MEETING
May 13, 2020**

I. CALL TO ORDER

A Special Meeting of the Board of Regents of northern New Mexico College was held on Wednesday, May 13, 2020, Via Zoom. Regents Present: Michael A. Martin (Via Conference Call), Erica Velarde (Via Zoom), Porter Swentzell (Via Zoom), Damian Martinez (Via Zoom), Tomas Rodriguez (Via Zoom). President Bailey stated that Board President Martin, Regent Velarde, Regent Swentzell, Regent Martinez and Regent Rodriguez were on the line and participating Via Zoom. Board President Martin called the meeting to order at 1:32PM.

Northern New Mexico College Staff Present: President Richard J. Bailey, Jr. (Via Zoom), Ph.D.; Ricky Bejarano, Vice President for Finance & Administration (Via Zoom); Ivan Lopez Hurtado, PhD, Provost & Vice President for Academic Affairs (Via Zoom); Vince Lithgow, Comptroller, Sally Martinez, Executive Assistant to the Provost & Vice President for Academic Affairs; Stephanie Lovato, Accountant III, Grants; Evette Abeyta, Budget Director; Ryan Cordova, Athletic Director/Men's Basketball Coach; and Amy Peña, Executive Office Director.

Faculty Present: Ellen Trabka, Anne Reines, Dr. Ken Armstrong

Others Present: Tim Crone, Union Representative

II. APPROVAL OF AGENDA

Board President Martin stated the first item on the Agenda is the approval of the Agenda he would like to flip and do the International Year of the Nurse and the Midwife first and then have the discussion on the FY20/21 budget. Board President Martin requested a motion to that affect.

Regent Velarde moved to move the Nurses item prior to the Budget Item. Second – Regent Swentzell. A roll call vote was taken. Board President Martin - yes, Regent Velarde - yes, Regent Swentzell - yes, Regent Martinez - yes., Regent Rodriguez - yes. Motion passed unanimously.

III. FY 20-21 BUDGET

Evette Abeyta, Budget Director stated she will go ahead and dive right into the budget. Ms. Abeyta stated she would give the Board of Regents a 37-foot overview of what is in the packet. Ms. Abeyta stated she knows this was an intense budget document. We are safe to call it preliminary budget to what is to come in a possible special session where we could see a reduction and more than likely will see a reduction to the overall budget. In the budget we have a total \$30,829M budgeted for FY 20/21. \$12.252M is general fund portions of that budget. Going into the document, there are the three columns, the FY20 original budget that was approved last legislative session for FY20, the middle column is the estimate of actuals for FY 20 and end of the packet are the final BARs for FY20 that will also require approval and submission to HED on May 15th. The last column is the FY21 projected budget. In the FY20 estimate of actuals we prepared the budget to the maximum budget levels for FY20, we were conservative in the revenues but maximized the expense side because of the unknown expenses we could be facing due to this COVID-19 issue. The final BARs are at the end of the packet and will match up to the estimate of actuals. We have not accounted in

the estimate of actuals for any of the CARE Act funding we received, she believes it was over \$500,000 and year to date we had distributed \$407,999. That is not reflected in these numbers and those will be picked up on the September mid-year BAR for FY21. In the FY21 operating budget what we did was we estimated flat enrollment with revenues based on the current year to date actuals plus we projected out for summer revenue. We don't know if this revenue will materialize based on enrollment. We did not include tuition increases for FY21. All departments are budgeted compared to FY20 with some adjustments based on the overall general fund allotments from HB2. Overall, we did include a 4% rounded cost of living increase to regular staff and faculty with the exception of executive staff. We did allow for an average of 6% increase to our medical insurance and 5% to our dental insurance. We did factor in a 3.5% vacancy savings rate. It amounts to \$425,000. We did shift a couple of expenses for overages into fund balance and some of that was part of the BR&R and ER&R expenses that were included in a previous Board meeting for fund balance use for HVAC systems. In FY21 we were able to maintain a 3% fund balance reserve level required by the State and currently in the FY20 ending fund balance we have budgeted showing at \$2,200M and for FY21 almost a \$2M. The 3% reserve amount is \$924,878. This budget does reflect that and if there are any cuts coming our way in a special session we more than likely see that amount reduced unless we find areas to cut. This is the overall overview of the FY21 budget. Ms. Abeyta opened the meeting for questions or comments.

Board President Martin polled the Board for questions. Regent Velarde – none. Regent Swentzell stated he knows all the work that has been done on this and he realizes there could be some changes that could be coming up and it is a lot of work and we have to adjust and he appreciates the work being done on this. Regent Martinez stated the Audit/Finance/Facilities Committee went over this budget much in a similar way and they all recognize we are playing with fake money right now because this budget will change at the special session. They also had a great conversation with Administration and our need to look and identify areas within the various departments because we may have to make cuts and administration with the funds that are ultimately given to the school and Administration is on top of it. We recognize we can't go in there with a meat cleaver, it is going to have to be surgical. We need to bring in all the department heads in to have these decisions when it comes down to how we are going to manage the budget once the State decides what the actual budget is going to be. They had a good discussion and President Bailey and his team are already and continue to worked tremendous hours and produce tremendous results and he thanks them. Regent Rodriguez - none. Board President Martin entertained a motion to approve the budget.

Regent Martinez moved to approve the FY20/21 Budget. Second – Regent Swentzell. A roll call vote was taken. Board President Martin - yes, Regent Velarde - yes, Regent Swentzell - yes, Regent Martinez - yes, Regent Rodriguez - yes. Motion passed unanimously.

IV. INTERNATIONAL YEAR OF THE NURSE AND THE MIDWIFE

President Bailey thanked the Board of Regents for being at the meeting and stated we do have some special guests at the Board of Regents Meeting. Yesterday was the 200th Birthday of Florence Nightingale, last week was Nurses week, yesterday was International Nurses Day and 2020 is International Year of the Nurse and Midwife. We thought it was fitting not only to invite our superstars from Nursing and Health Sciences but also and this is thanks to Dr. X and the leadership in the department but to propose a proclamation for the Board of Regents consideration which declares May 12th as Florence Nightingale Day at Northern New Mexico College. That proclamation is on page 130 in the packet. President Bailey stated he would turn the floor over to the Chair of the Nursing and Health Sciences Department, Ellen Trabka.

Ms. Trabka thanked the Board of Regents for considering this proclamation. Ms. Trabka introduced Dr. Ken Armstrong who is the new Program Director for the Associate Degree Nursing Program and Anne Reines she is an Assistant Professor in the Associate Degree Nursing Program, they are present at the Board of Regents Meeting today. Ms. Trabka read the following statement.

I don't think that anyone could have predicted the events of 2020, the COVID-19 pandemic, as the decision was made by WHO to declare 2020 as the International Year of the Nurse and the Midwife, to mark the 200th birthday of the founder of modern nursing, Florence Nightingale, and to recognize the critical contribution both professions make to community and global health. Nurses and midwives play a vital role in the health of the community, and we have all been able to see this clearly during the pandemic. Nurses on the frontlines are saving lives, but some have also lost their lives.

The nursing profession has been hit hard by this pandemic. Nursing education programs have faced unprecedented challenges due to social distancing regulations, campus closures, and the lack of access to clinical sites for our students due to liability issues and a lack of PPE. Our students have had to continue their training using virtual computer based clinical simulation scenarios. Our graduating student were unable to complete their Nursing Capstone course and do their final preceptor assignment. We have had to innovate to continue to educate our nurses. In these uncertain times, we are struggling, quite frankly, to determine a clear path forward to continue educating nurses. Now more than ever we need the continued support of the college and the community to strengthen and support our local nurses.

I would like to recognize our graduating associate degree nursing students who could not be here today, because they are, at this very moment, taking their final proctored computerized exam which will determine whether they graduate this year and she added, under less than optimum circumstances they are doing remote proctoring and she hopes their internet doesn't crash. They are going to miss their pinning ceremony which is such a lovely day for them and they have worked so hard to get here. She would like to recognize them and all of the nursing students. Ms. Trabka thanked the Board of Regents for considering this proclamation and the continued support of the nursing programs.

President Bailey stated just to cap and let the Board of Regents know, Dr. Lopez and President Bailey joined Ellen, Ken and the leadership of the department and a few of their nursing students yesterday for a reciting of the oath, the nurse's oath and we took a moment of silence to pay tribute to the nurses and all of those in the healthcare profession who have lost their lives during this pandemic. It was a very thoughtful, emotional and respectful ceremony. Kudos to the Nursing and Health Sciences Department for representing us so well and for being our shining light in terms of service to others. President Bailey opened it up to the Board of Regents for questions. Board President Martin asked if there were any comments and entertained a motion for approval.

Regent Swentzell moved in support of this proclamation that is very important, especially at this time and thank you to all of Northern's staff who works on training these critical professionals who we recognize are in all times very important, especially in these times, that much more critical. Second - Regent Velarde. Regent Velarde also seconded Regent Swentzell's lovely words as well. In these times we realize, she has always known how important nurses are but I think we realize even more so during these times and how much they are putting themselves for all of our protection and all of our safety. So much love and appreciation to all of our nurses and soon to be nurses. A roll call vote was taken. Board President Martin - yes, Regent Velarde - yes, Regent Swentzell - yes, Regent Martinez - Regent Rodriguez. Motion passed unanimously.

President Bailey stated in addition to our Nursing and Health Sciences Department faculty leadership we also have with us Tim Crone who is the Union representative and has been a great partner so far. Also, all of our business staff are here and the Board of Regents will talk with all of them about the budget. In addition to Amy Pena and Sally Martinez, Ryan Cordova has joined the meeting.

V. ADJOURNMENT

Regent Martinez moved to adjourn. Second – Regent Swentzell. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Martinez – yes, Regent Rodriguez – yes. Motion passed unanimously.

The Board of Regents adjourned at 1:50PM.

APPROVED:



Michael A. Martin, Board President

Erica Velarde, Vice President

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The Board of Regents adjourned at 1:50PM.

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Michael A. Martin, Board President



Erica Velarde, Vice President