

NORTHERN NEW MEXICO COLLEGE

BOARD OF REGENTS MEETING

JULY 29, 2015

I. CALL TO ORDER

A regular meeting of the Board of Regents of Northern New Mexico College was held on Wednesday, July 29, 2015 in the Boardroom of Northern New Mexico College, Espanola Campus. Regents present: Rosario (Chayo) Garcia, Damian L. Martinez, Esq., Kevin F. Powers and Melinda DeHerrera. Board President Rosario (Chayo) Garcia called the meeting to order at 8:35am.

Northern New Mexico College staff present: President Nancy "Rusty" Barceló, Ph.D.; Ricky Serna, Vice President for Institutional Advancement; Pedro Martinez, Ph.D. Provost/Vice President for Academic Affairs; Domingo Sanchez, Vice President for Finance and Administration; Bernie Padilla, Director of Human Resources; Chris Trujillo, IT; Sally Martinez, Executive Assistant to the Provost and Vice President for Academic Affairs; Jimi Montoya, IT Director; Evette Abeyta, Budget Analyst; Henrietta Trujillo, Director of Financial Services; Brandi Cordova, Executive Assistant to the Vice President for Finance and Administration; Ryan Cordova, Athletic Director and Men's Basketball Coach; Carmella Sanchez Director of Institutional Research; Alex Williams Senior Financial Analyst; Stephanie Montoya; Public Relations Specialist/Staff Reporter; Sandy Krolick, Creative Director, Communications and Marketing; Stephanie Vigil-Roybal, CAMP Director; John Waters, Director of Security and Amy Pena, Executive Assistant to the President and Recording Secretary. Northern New Mexico College faculty present: Dr. David Torres; Dr. Joaquin Vila, and Dr. Karen Hall. Others present: Annette Rodriguez, Tim Crone, and Jake Arnold.

II. APPROVAL OF AGENDA

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

III. COMMENTS FROM THE BOARD

None.

IV. PRESIDENT'S REPORT AND ANNOUNCEMENTS

President Barceló reported the following to the Board of Regents:

1. US Department of Education awarded the College the High School Equivalency Program Grant allowing the College program to reopen in fall 2015. This is a \$2.5M Grant that will fund the College's program until 2020 and will serve 80 students annually, providing instruction in both English and Spanish during days and evenings in addition to stipends for transportation, merit, career placement, needs based aid for healthcare and childcare.
2. The College's RN to BSN Nursing Program was awarded the Excellence in Holistic Nursing Education Award by the American Holistic Nursing Association this June. This is one of the only programs like this in the country and it is receiving a lot of attention. President Barceló has discussed with the Dean the need for the College to go online as the College is receiving a lot of interest. Currently,

the College does not have capacity in the Nursing Program but the discussion will take place as the year goes on in terms of how to help them achieve their goals.

3. Dr. Jorge Crichigno has been awarded a \$50,000 Grant from NSF Epscore. The Grant will not only benefit all STEM Programs at the College but the entire institution by providing huge digital storage capabilities the College did not have as an institution. In many ways this is a security issue for the College as an institution.
4. The STEM Scholars of the College are hosting a free event for 1st-6th Graders. They will be doing lab work, programming robotics, etc. and this will be a full-fledged program.
5. Faculty and Staff Development week is coming up and the College is busy preparing for the opening semester August 10-14, 2015. There is a strong lineup of workshops the College has never had before, addressing updates to policies, procedures, customer service, best practices, etc. and many of these workshops are based on the recommendations by faculty and staff.
6. New Student Orientation will take place August 13, 2015 and this is an opportunity for students to acclimate to the campus. The College is receiving a bigger response than it has in the past.
7. Convocation will take place on August 19, 2015 and it will be led by Provost Martinez. This year it will include a procession from the Gym to the Convocation site where all academic units will come together as a group. Representatives from the County and the City have been invited and the Board of Regents is an important part of this event as well.
8. The Northern New Mexico Normal School Alumni Association Reunion is scheduled for August 21, 2015 and this year's gathering will include the unveiling of the Portal Memorial Project.
9. The College of Engineering has just completed two transfer agreements with Southwest Indian Polytech Institute that will allow students to transfer with all credits to our Bachelors of Engineering Program.

V. APPROVAL OF MINUTES

Regent Martinez moved to approve the minutes as presented. Motion passed unanimously.

VI. INTRODUCTIONS

President Barceló introduced:

1. Stephanie A. Vigil-Roybal, Interim CAMP Director; and
2. Karen S. Hall, Interim Music Director

VII. FACULTY SENATE PRESIDENT'S REPORT

None.

VIII. STAFF REPORTS

A. Provost and Vice President Report

1. Academic Initiatives

Dr. Martinez stated there are 21 workshops that are going to be offered at Convocation(attached). This was an effort on the part of the Executive Staff as well as the staff related to Advisement and other areas. Part of this is to be able to provide faculty with workshops that are useful to them and to renew some of the skills they need to have in the competencies to provide students with the best possible training.

Dr. Martinez introduced Carmella Sanchez who reviewed the AQIP Update (attached) and Action Projects (attached) for the Board of Regents. Ms. Sanchez stated the Higher Learning Commission (HLC) requires that at any given time an institution have at a minimum of three action projects open. The action projects are intended to support continuous improvement and it is recommended they be completed within six months to a year. All action projects were submitted in January of this year.

President Barceló stated given the previous conversations regarding the update of the Catalog, it would be appropriate to put an update in the website about the clarification of the credit hours and what they mean versus waiting a year. Dr. Martinez stated this would be an excellent way to include this as well. Ms. Sanchez stated there was discussion regarding having the degree sheets online. The degree sheets will be online. Sandy Krolick, Communications and Marketing said this clarification could go on the website immediately.

2. Update on Required Hours for Graduation

Dr. Pedro Martinez, Provost and Vice President for Academic Affairs stated he wanted to share information with the Board of Regents regarding an issue discussed at the last Board of Regent Meeting - number of credit hours that the State of New Mexico requires in terms of graduation. Dr. Martinez presented a PowerPoint Presentation (attached) to the Board of Regents which has a historical picture of what has happened in the State regarding 120 credit hours. The State of Texas and Florida enacted certain legislation to require all degrees be 120 hours. They have faced some problems because many degrees do have other requirements that have to meet either accreditation and/or some type mandate from other agencies. At the present time there are no specific credit hour requirements to complete a Bachelor's Degree, however, the Higher Education Department (HED) has encouraged our universities and colleges to reduce the number of credit hours in the associate (60) and 12 in the bachelors' degree. They have used this as one of the metrics in their performance based funding.

HED was involved and encouraged most of the institutions to be able to reduce the number of hours that students have to take in terms of completing their degree. That was part of the initiative based on the data they had received based on the number of students in New Mexico who usually graduate with 120, 130 and over 150 credit hours. They accumulate a lot of hours and also what they do is they use up their financial aid based on the 150% issue. There are no administrative codes or statutes in New Mexico Constitution that require a specific number of credit hours, however, the College does have the mandate from HED to reduce as many hours as possible to allow students to graduate on time to be able to utilize their financial aid to the maximum. There is a mandate from the Higher Learning Commission (HLC) in which they do say degrees must be for Associates around 60 credit hours and 120 for Bachelor's Degrees but there has to be justification for specific programs if they go beyond the 60 and 120.

Regent Martinez stated Dr. Martinez stated around 60 hours and it does not mean 60 it could mean 59 plus or minus. Regent Martinez asked if it could be more than 60. Dr. Martinez stated it could be. HED seems to be more concerned with Bachelor's Degrees rather than Associate Degrees. There has not been any large scale initiative across the nation for Certificates and Associate Degrees. Part of this is, for example, if you take plumbing or welding, there are quite a number of hours that they are required beyond 60 hours. Those are simply part of their requirements so students are able to meet certificate requirements. They have to take a certain number of hours and courses specific to that area. This has been one of the problems in terms of Certificates. In terms of Bachelor's Degrees, what the College has tried to do is to remain at the lowest possible number.

Dr. Martinez stated there was a Consent Agreement and in 2013 the University of New Mexico issued a report and they found that all but one of the seven of the four year institutions in New Mexico who require at least a minimum of 120 hours for a Bachelor's Degree. The exception was New Mexico Tech which required a minimum of 130 hours. Recently, New Mexico State University (NMSU) passed in their Board of Regent Meeting that degrees must be 120 hours. Although, they left open up to 128 hours in order to meet the requirements that some programs will require in order to meet accreditation issues.

Dr. Martinez stated the Board of Regents has received the key performance indicators for New Mexico Higher Education (attached) which was really part of trying to agree on some type of criteria and metrics to meet the requirements for performance based. Dr. Martinez stated the Certificates to Degree means the number of credit hours taken by students above the normal credits to require a degree. It was never said degrees must be 120, what they were concerned about was really that the number of credit hours that very often our students graduate with and to make sure the College did its share by reducing those credit hours as much as it could in terms of reaching that number. There was no intent in that type of language or report or the metrics in order to make all degrees 120.

Regent Martinez stated he was sitting in the meeting and it was pretty clear from the Secretary of Higher Education that 120 is the number. Dr. Martinez stated this might be the intent of HED to reduce but the language that was provided to the College from the former Secretary of HED was to reduce the number of credit hours. Regent Martinez stated the new Secretary of HED stated 120 is the number.

President Barceló has asked for clarification and stated there needs to be some discussion regarding this issue because there has been some confusion in terms of how things have been communicated. There will be a Council of University Presidents (CUP) meeting coming up and this issue will be discussed with the Secretary of Higher Education and the College certainly wants to do what the Secretary of HED wants it to do and it needs to be really clear. President Barceló stated everyone agrees it should be 120 anyway. Dr. Martinez stated this is correct and this is what the faculty has been doing the last year, trying to reduce as many hours as possible in terms of their degrees. This has been one of the initiatives in terms of Academic Affairs.

Dr. Martinez stated it is possible that the new Secretary of HED wants to launch this new initiative and Dr. Martinez stated Ricky Serna, Vice President for Institutional Advancement can explain more about how this is done just like the SB 329 which was recently passed, reducing the number of hours in terms of degrees. This might be her intent and it is a great initiative for the state, however, Dr. Martinez believes it needs to be codified in some fashion to be able to agree that 120 hours are the numbers that the College is required for its degrees.

Regent Garcia stated Music has a requirement of 75 credit hours needed for Associates and asked for clarification. Dr. Martinez stated this is correct and this is the only program that was not able to engage in reducing the credit hours and the reason for this is because last year the College lost the Director of

Music. The College just hired Dr. Hall who will be responsible for this particular initiative and this is one of the first charges Dr. Hall has. Regent Garcia asked how many students there are in the music program. Dr. Hall stated there are 12 full time and a lot more part time.

Regent Powers asked if the reason it didn't get reduced wasn't the fact that it was attempted and they were unable to get there. Dr. Martinez stated the College did not have a Director and was not able to hire someone. There was no intent to do this. This was the exception in terms of all programs. All faculty and departments were involved in this initiative.

President Barceló stated while there may be only 12 majors it is also a general education course. A number of students take the course and there needs to be a discussion in terms of what it means for the institution. Many students will take it as an elective course because they are fulfilling their 12 requirements or they have general education requirements. In many of the College's programs the Arts is one of the key areas that are seen as a general education program. Dr. Martinez stated to add to this it also allows students to explore the possibility of joining or being able to select this as a major. This is a very important point.

Regent Martinez stated there are 15 Associate Degrees, of those 15; only 3 are 60 hours or less. Dr. Martinez stated many of those had 60 hours prior. If they moved to 62 hours it is because the College included the Freshman Year Experience as part of the requirements for the degree. Regent Martinez stated Radiation Protection is 65 and asked why. Dr. Martinez stated it is at 65 based on the specific credits they must have for the accreditation. They must have a certain number of courses for this specific area. Regent Martinez stated there are 22 Associates Degrees and 3 of them (13%) of the Associates Degrees are 60 or less, the rest are above 60. Out of 12 Bachelor's Degrees 41% or 5 are at 120. Regent Martinez stated he struggling with how the College is going to get to the 60/120 mark if the 2015-2016 catalog, the vast majority of the courses offered do not fall within the box. Dr. Martinez stated the assumption Regent Martinez is making is that they must be 60 and 120, there is a range in one way, the bullseye will be 60 and 120 but there has been a reduction of the College's courses prior to this particular year. Regent Martinez stated if someone wants a Bachelor's Degree in Environmental Science and they come to the College it says 131-133, which to Regent Martinez is not a number because it does not tell him how many credit hours are needed. The student can't get there in four years with 131 and 133. Dr. Martinez stated, for example, if you look at the Bachelor's Degree in Early Childhood there is a range. There is a particular reason they there is a range. You can graduate with 120 degrees but if you decide to get additional licensure in an area like Bilingual Education and/or TESOL then you can take those credit hours in order to get that licensure. Regent Martinez stated the list should say, in his view, to make it easier, without a Bilingual Endorsement here is how many it takes. Regent Martinez does not know what endorsements are needed for Environmental Science but it is still 133 and 131, what is the difference between a 131 degree and a 133 degree. Just these numbers, looking at it and not understanding what each accreditation body needs it is just numbers that do not meet 120 and 60. Dr. Martinez stated this is an excellent point to include in the catalog so students understand how many credit hours are required to finish the degree and anything above that will be placed as a notation in terms of the catalog.

Regent Martinez stated he would assume a K-8 would be different from a K with Special Education. Dr. Martinez stated Regent Martinez is correct. Dr. Martinez stated what the Board of Regents received was just the number of hours per the Board of Regents request. What Regent Martinez is suggesting is the Catalog include some specific language or maybe just a fact sheet that goes to students when they meet an adviser. The students will then know what they are getting into.

3. BA in Early Childhood Education

Dr. Martinez introduced Dr. Joaquin Vila, Chair, Education Department. Dr. Vila stated he has been in teacher education for over 30 year years, involved in program development in the graduate and undergraduate level. Dr. Vila worked for five institutions as faculty member and consultant, has been working in national accreditation and assessment for over 10 years. Dr. Vila has been a member of the Board of Examiners of AA which is the former National Accreditation Agency for teacher preparation. Dr. Vila is presently a site visitor for the Council for Accreditation of Educator Preparation (CAPE) and has such has had the opportunity to travel nationwide, coast to coast and Puerto Rico and one of the things he has found after 2008 is the trend towards the reduction of credit hours in teacher preparation to the target of 120. Private schools, major public institutions, flagships or little colleges, everyone is striving for this goal and it is reasonable. It is harsh at times; schools can no longer provide faculty development for teachers to obtain additional degrees, endorsement or becoming highly qualified. The funds were not there for that support, school districts cut salaries, etc. However, the College has faced a major challenge in this discipline and that is that the College requires certification from teachers that is very much like a physician or a dentist. We are subject to specific criteria and standards that must be met by federal code or as required by state code. There is no way around it. This is what allows everyone to entrust children and grandchildren to the teachers in the classroom because there is a system that ensures they are prepared to meet the duties that are assigned to them and the ever changing "hoops" they are put through to enable them to get into the classrooms. Those requirements are always changing in regards to knowledge in the field. Research yields results and that informs best practices. Programs are developed on research based data that basically tells what may be the best set of options for students.

Dr. Vila stated one of his frustrations as a faculty member has been advising students going to his office wanting to go to study abroad, wanting to add an ESL or Bilingual Endorsement, wanting to take Fencing and not being able to do that because there was no space in their program because it was covered by either the institutional requirements in general education by professional education requirements that are mandated by code or in federal standards. There was no space unless the students could manage to find a class in summer that would make a hole in the next fall that they could then take the classes. It is very difficult for candidates to adjust their university studies to meet their needs and their interest.

Dr. Vila stated in the case of New Mexico (Dr. Vila has only been here 11 months, 2 weeks), Dr. Vila understands we all have major needs and it is interesting because they are all important but they do not necessarily overlap. In our case, we are addressing a high Latino or Hispanic population, the College has high Native American population with different languages, tribes and cultures. The teachers that graduate from the College's programs all have jobs and many had multiple offers and more importantly they all wanted to stay in this area. The College is preparing them to meet the needs of the population of the region.

Dr. Vila stated the first week he arrived at the College he met with some Associate Degree in Early Childhood Education graduates who were anticipating gaining admission to Highlands University to pursue the Bachelors and Licensure in Early Childhood. They did not want to do it and they had a number of reasons. Most importantly, they were working in local early childhood centers, mostly in the neighboring pueblos. These are graduates from the Associate program who wanted to become certified teachers in early childhood and wanted to stay in the region to serve the needs of our schools and the needs of our students. Dr. Vila stated that and the fact that Dr. Vila met with several directors, principals, superintendents, people at the State, etc. all informed Dr. Vila that early childhood education is a high needs area for the state, region and for the nation.

Dr. Vila stated the faculty was engaged, they came with a proposed program that builds on the Associates so students can continue if they wish. Students in the AA in Elementary can move to early childhood if they so choose but the College also faced the challenge of how it provides the necessary training for these teachers candidates to be able to be knowledgeable, more specifically endorsed in bilingual education, ESL because again the multiplicity of languages and cultural backgrounds that characterize our schools.

Dr. Vila stated the College ran into Senate Bill 329 that precisely addressed this concern. Regent Garcia asked if Senate Bill 329 passed. Dr. Vila stated it was passed and signed by the Governor April 10, 2015. Dr. Vila stated in the packet (attached) is an analysis made by the Public Education Department (PED). This Bill became in effect July 1, 2015. Regent Garcia stated she believes the Board of Regents agrees this is a necessity at the College. The Board of Regents was concerned about the number of hours that the Board of Regents wants it contained to - 120 hours. Dr. Vila stated this is the code of New Mexico right now. Dr. Vila stated Dr. Martinez and Dr. Vila went to a meeting of the Legislative Education Study Committee and were invited to present by the Public Education Department (PED) regarding what the College was doing to implement this new law and there were also invitations extended to University of New Mexico and Eastern New Mexico and Northern New Mexico College was the only College that had already implemented two programs that conformed to the Bill. The College was complimented in its efforts because the College is ready to go if the College is granted approval for the program.

Dr. Martinez stated the other institutions that were present had over 132 credit hours in terms of their programs, not 120. Also, Dr. Martinez was concerned with the fact that the only thing they could say in reference to the Bill is that they were going to look at it now and make decisions. The rest of the legislators continued questioning Dr. Vila, not the rest of their colleagues because the College was ahead of the curve.

Dr. Vila stated the Board of Regents had the Agency Bill Analysis (attached) and on the second page, third paragraphs, significant issues, it states SB 329 provides flexibility to teacher preparation programs to determine the best way to educate prospective teachers in the state including the addition of content that was more in line with what the students will be teaching once they are licensed and courses that sharpen skills needed in the classroom. The Bill reduces the number of mandatory credits for teacher licenses and gives teacher preparation programs to use the available credits to address deficiencies that they are unable to address because of the number of mandatory credits provided by the current statute based on draft regulations the federal government will have the state grade education preparation programs based on a link of performance in the classroom. By allowing teaching preparation programs the flexibility to address training needs to make teachers more effective, they are more likely to succeed under the federal requirements.

Dr. Vila stated Regent Martinez mentioned something regarding the added number of credits over 120. The College has to consider the need to allow some leeway, again in the case of teacher preparations; the College is highly restricted in the numbers of hours that the students need to take. Senate Bill 329 increases the number of required field experiences that the candidates have to take. This is very important and essential. All the Colleges teacher preparation programs have extended field opportunities from the first course to the moment they complete their requirements. Regent Martinez asked if would be correct Senate Bill 329 basically says it is a reduction in core courses. Dr. Vila stated this is correct. Regent Martinez stated the College has added 3 extra hours to the core courses. Dr. Vila stated he could not respond to this. Regent Martinez stated the College is not really meeting Senate Bill 329 because the College has added an extra 3 hours. Dr. Martinez stated there is a caveat with this and the caveat is: if any student comes in which probably fits all the students that go into the College of Education with more than 30 hours, that course is waived and/or if they have taken any similar courses that will reflect what the College does in the freshman year (academic skills). Regent Martinez asked where this course would be

taken. Dr. Martinez stated at any other institution, any institution that would offer a course that is similar with the intent to help students who are first students coming into the institution and take a similar course related to the content of the freshman year experience. The College can waive this and the advisers have the ability to do so which means it will reduce the hours. Regent Martinez asked if it could be waived for the students who start at the College. Dr. Martinez stated only if they meet the criteria. Regent Martinez stated the students would have more core course requirements than SB 329.

President Barceló stated the dilemma is the College introduced the first year experience course as a retention measure and all the research points to it. This is what this course is about. Mr. Serna stated the course is a response to what the College identifies as a need that students despite their academic preparation require some transitional skill building in order to be successful. Regent Martinez asked what is in the course and if it could be moved or tweaked where it becomes a Humanities core course which is required under Humanities. Dr. Martinez deferred to Dr. Torres because it is one of the most controversial courses discussed in Faculty Senate. Dr. Torres stated adjustments were made, there was a second language requirement in addition, so what was done is the second language requirement was moved to Area 5 and the first year experience was pulled out and the net result was -1 hour for the Bachelor's Degree. If you look at prior requirements the College actually subtracted 1 hour from general education requirements. Regent Martinez asked if the language was a 4 hour course. Dr. Torres stated there was in Area 6 and is now in Area 5 and the net result, if you look at the bottom line it was -1 hour for Bachelor's Degrees and plus 2 hours for Associates Degrees and this was the change for General Education requirements.

Dr. Martinez stated part of the initiative from the Faculty Senate who was involved in this was simply to see if the College could minimize. The College required 1 hour for Library Research that was infused into the First Year Experience to minimize it by 1 credit hour. The College ended up with 119 credit hours instead of 120 credit hours. Part of the effort is to offer 1 credit hour to students to complete the 120 hours to complete the degree. Regent Martinez stated he believes First Year Experience is important, especially for at risk students. The College needs to be able to articulate a reason the College has it and why it is at 122 or 123. President Barceló stated in May the Board of Regents approved the Technology Engineering Program which was 123 hours and it was also approved by the Board of Education because the College articulated that. The College needs to really think about this in anything that is over 120 credit hours and articulate the rationale. No one is ill intended that the students should take more classes just for the sake of taking more classes. This is not the intent but it is the intent of the College which has done a remarkable job of laying out the rationale as to why there are some more hours. This needs to be articulated some times. Dr. Martinez stated this is why the degrees the College has that were 60 now are 62 because they are affected by this particular course as well.

Regent Powers moved to approve the BA in Early Childhood Education with the caveat that the explanation of credit hours be included. Motion passed unanimously.

Dr. Martinez stated the College can offer the courses but cannot advertise until the College receives the final approval. Dr. Vila stated this was the limitation Dr. Lopez received for Engineering, however, for teacher education; the challenge is that students must be admitted to the program before they are able to take professional courses. Thus, it is most of the College's students; there is a cohort in waiting with 12-15 students that already have the Associates Degree. They would need to get admitted to the program, meet its requirements and assessments prior to taking any other course leading to the degrees. They cannot move forth with the licensure progression until the program is updated.

Regent Martinez stated he understood at the last presentation this particular course was not going to start during the standard calendar school year; it would start a little later. Dr. Vila stated the College has the option of availing itself of its short term courses. If the College gets approval by October, it could begin offering courses in the fall semester, even a one month winter session to help them make progression. The College has the Po'e Grant Scholarship that supports American Indians pursuing teacher education programs. The College can pay for their tuition; it just does not have the approval to move forward.

Dr. Martinez stated if indeed they did not necessary need the core course, whether or not they could take any other courses in the pursuit of the degree itself. Dr. Vila stated the College has the option of allowing them to pursue the Associate Degree which provides the basic two years and then they can move towards their third year towards Bachelors. Dr. Martinez stated there is a potential of at least 90 students. Dr. Vila stated the College has been approached by the American Indian Department at PED with some concerns of Navajo groups on the Western part of the State where they have 100 professionals, many of them holding Bachelor's Degree that they are unable to pursue teacher licenses because they cannot pass the test. The College has been asked to assist in training them on the skills in addressing the test, provide for tuition stipends or fees to take the test and enrollment in 1 credit course where the College will provide training for this particular group of candidates so they can move ahead and obtain their teaching credentials. Regent Garcia asked if this would be done online or if staff would be sent there. Dr. Vila stated these are people working in Farmington or Gallup. The District has indicated they are reluctant to engage in online instruction but the College has as part of the Grant, that allows for video connections, if not, the College will try to identify personnel to carry the training over there and the Department of Education has indicated they will support providing for transportation. Dr. Martinez has volunteered to teach some of the courses since he has been in teacher training and part of his responsibilities was to assess what needs to be done in order for someone to pass an exam. Dr. Martinez will be meeting with the Provost at Denay College who is also interested in articulation agreements with the College.

The Board of Regents adjourned at 9:42am for a break and reconvened at 9:54AM

B. Vice President for Finance & Administration

1. Fiscal Watch

Domingo Sanchez, Vice President for Finance and Administration reviewed the Fiscal Watch Reports for the Board of Regents (attached). Mr. Sanchez stated the Fiscal Watch Report in the packet is inclusive of all the funds, restricted and unrestricted. The issue of where the College is financially is focused on both but the negative discussion has always been the College has a negative fund balance. That relates to the unrestricted. There are five different groups of restricted and unrestricted buckets of funds reviewed, the 11s are the I&G, the 12s are Auxiliaries, 41s are the Grants, 42s are Financial Aid and the 91s are the Plant. All the buckets make up the Fiscal Watch Report. The Audit/Finance/Facilities Committee requested Mr. Sanchez share with the Board of Regents how the College ended the year and what were some of the things the College did to end the year the way it did. Looking at the Statement of Net Assets (Balance Sheet) the College had \$586,000 in cash. In terms of the unrestricted fund balance, the College has - \$557,000. The College started the year in unrestricted fund balance at a negative \$1.860M, the College also started out the year with a decline in enrollment, approximately 22% and like last year, the College will be following those numbers, almost by the hour. Last year, the College saw this decline in enrollment and the College was able to pull back on a lot of expenditures, approximately 23 positions were not filled and the College wanted to react early so it would not have as difficult a time addressing those shortfalls in anticipated revenue. Through the course of the year, in addition to not filling these 23 positions, the College reduced spending, in particular in BR&R; there is a lot of maintenance on the facilities the College is not able to do because it has to watch spending. The good thing is the College has legislative

appropriations that are addressing some of those needs. This has allowed the College to take the spending down on BR&R. ER&R also came down (replacement of compressors, heaters, etc.) and again because of the appropriations, the College is able to lien on some of those expenditures in that way. The College tightened up internal controls and especially as it pertains to the operation of auxiliaries and the College saw a large reduction in the amounts of monies the College had to transfer for those operations to function. One of the things the College has taken a hard line on with regard to auxiliaries is they have to hold their own to the extent we can. The College cannot gain a lot on food services and bookstores with the economy to scale that the College has. The College has to minimize the subsidy and with the controls in place, the College is achieving that. It can be clearly seen in the amount of transfers that have been reduced this year as opposed to last year.

Mr. Sanchez stated the College increased revenues from the use of the College facilities. The College formalized this in the past year and everything goes funneled through the finance arm of the College. Anyone wanting to use the facility has to fill out certain forms. Everyone is talking and charging is being conducted for use of facilities. The College is making certain it is not violating anti-donation. In terms of business practice, this has resulted in more money because it is tightened up. These monies help the College offset some of the utility costs for the institution or do some of the fixes that need to be done.

Mr. Sanchez stated the College has also focused on the Bookstore credits in the current year and the College wanted to tighten up the inventory. The College was able to net the reductions in inventory or write offs in the inventory with credits. The College tightened this up also and will be looking to put these on the books in a timelier basis.

Mr. Sanchez stated in the fiscal watch report there is a combined fund balance. In unrestricted, the College is estimating it will be approximately \$600,000 negative. This means all the things that were done in the current operating year helped the College reduce the deficit that started out at the beginning of the year by approximately \$1.3M. Mr. Sanchez explained when the College is -\$600,000, during the budgeting process, he was telling the Board of Regents the College was going to be approximately -\$900,000 and this is better than the College thought. The estimate was then revised to -\$780,000 and is now at -\$600,000. Everyone did what they needed to do to minimize expenditures. This is a positive step in terms of addressing this negative fund balance the institution has. For the upcoming year, the College will be watching these expenditures because if the College sees a greater than a 10% decline in enrollment, the College will be tightening and reducing what needs to be reduced. In meeting with Dr. Martinez on the Academic side, one of the things the College had last year was a minimum of 8 students for a class to make and this year it is now 10. This will help close the gap if the College has a deficiency or a reduction greater than 10%. The College will have to do some things to make up some of the vacancy savings that was built into the Operating Budget and it will continue. This will continue. Even though it is positive of how the College watched the spending for the year, the College still has not gotten to a \$1 positive fund balance and this is one milestone the College needs to meet.

Regent Powers asked Mr. Sanchez to remind the Board of Regents where that fund balance should be, what number should be seen. Mr. Sanchez stated if the College was following regulations, if regulations reflects an ideal world, the College would have to have approximately \$450,000 to \$500,000. What HED would like is for the College to carry 3% of I&G. The I&G expenditures for the College are almost \$16M. Because the College is able to get it to a zero or one dollar does not mean the College meets HED requirements. The first milestone is to get it positive and the chances are looking better but it doesn't mean the College knows what surprises there are. The next focus as an institution is to get to the 3% and the next milestone is a percentage of the overall operating budget of this institution which is approximately 10%.

Mr. Sanchez stated in the upcoming year, it is also going to be harder to get the gains seen this year. If you keep tightening and the budgets get thinner there is not an opportunity to try to make these types of savings.

Regent Powers stated he believes the staff is doing a great job of refining the process and really digging down and correcting some deficiencies in the system that had been there. They had been imbedded in the system for quite some time. What excites Regent Powers is that the College is actually now to the point where it is actually doing some positive financial management kinds of things that are going to improve the institution going forward. The College has been so wrapped up in trying clean things up and the College has gotten to the point where the cleanup is complete and now it is taking steps that it will improve operations going forward and this is a great position for the College to be in. Regent Powers stated as a Board of Regents, it needs to focus on the next five years figure out where the goals are for the next few years and ultimately for the next five years to get to that point where the College has positive fund balances that will allow the College to manage things better in the future. Regent Powers commended the College for doing a good job.

Regent Powers stated the College had its audit entrance conference on Monday, the auditors were in as early as it has occurred in some time, the process is underway and everything looks to be on schedule to have an audit completed on time and the fact that they can come in and do this, the College has all the information that needs to be funneled to them is great. All indications are that the College is doing a great job on the financial management side. It would be nice to have more resources to manage but that is the funding realities from the state and feds are such that the College knows what it has and it has to do the best job it can with what it has. Regent Powers stated things look positive in making progress toward where the College needs to be and the College needs to keep the foot on the accelerator and not the brake and keep moving forward with the initiatives in place.

Mr. Sanchez stated in addition to sitting down with auditors very early and preparing everything, the College also received budget approval from DFA for the budget which Mr. Sanchez has not seen since he has been at the College. The College went through all the processes, was one of the earlier institutions to submit the operating budget to HED according to their comments. This is a big deal for the College.

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

2. Budget Adjustment Requests (BARs)

Mr. Sanchez stated the College ended the year processing 507 BARs and this speaks to why the College is able to talk to the Board of Regents of making up of some of the negative fund balances.

Regent Powers moved for approval of the BARs as presented. Motion passed unanimously.

3. Disposition of College Property

Mr. Sanchez stated because of the audit rules or State regulations, the College must bring forward to the Board of Regents items that it would like to dispose of (attached). Regent Martinez asked where the equipment would be going. Mr. Sanchez stated once the College receives approval, the College will see if anyone would like to take it, in some cases the College can make some money. The College recently had a sale at the Facilities Department in which items were sold. Mr. Sanchez stated the items presented to the Board of Regents may not lend themselves to the same type of sale but the College will go through the process of disposing of these items. Regent Powers asked if the process being used to dispose of this

property is the process that is prescribed by State law. Mr. Sanchez stated this is correct and the College has to ask the State if they want the property as they get first right of refusal on property. Regent Powers asked if GSD requested any of these items. Mr. Sanchez stated the process is Board of Regents approval and then the notice will be sent to GSD. GSD will then send the notice to the College if they would like the items.

Regent Powers moved for approval of the Disposition of Property as presented. Motion passed unanimously.

4. Student Housing

Mr. Sanchez stated regarding Student Housing the College is still exploring options and looking at data regarding needs for the College. This is one of the biggest reasons the College is prompted to revisit the issue. The College has a large number of athletes that the College was struggling and still is trying to find places for them to live. The College had a housing facility that cut back down the number of beds the College could use which is the nature of supply and demand. The concern the College has if it does not get housing of some sort for students, it will start seeing the numbers decline. The College had a number of students that were not sure they were going to come on the athletic side of the house because they were not sure they were going to find housing as this was a big concern from the parents. The College has had interest raised by some people to talk to the College about it with no real commitments per se and it will be exploring those. The College is also exploring USDA as an option. Nothing is concrete yet and the College is still gathering information to see at what point it makes sense to take a run up the flagpole on this issue.

Regent Garcia asked Ryan Cordova, Athletic Director to address the number of students he had to find housing for an how many of those students did graduate this last semester. Mr. Cordova stated the College is in the process of housing student athletes but not just student athletes, other students as well. The College was limited to 6 rooms at Las Lomas apartments (18 people). In total the College was able to secure 18 different rooms, 12 in Los Alamos and 6 in Espanola and 2 individual owners who have a house or apartment for rent in the valley. This will house 70 students within the area. For the students in Los Alamos, the College will have to figure out some type of transportation. There were 11 student athletes who graduated last semester which is the most Athletics ever had. These were the students the College was able to retain in the last 4 1/2 years who received Bachelor Degrees. This speaks highly to the importance of athletics to helping them stay in school. Athletics is a tool for students to get their education.

Regent Martinez asked if these student athletes that are put up in geographical areas, if they have a meal plan. Mr. Cordova said they do not. The College must find housing with areas to cook. The College has worked something else with the Cafe but the Cafe is only open for two meals a day. Because the College does not offer scholarships, the College must recruit students that are financial need based students. They have to live on Pell Grants and Loans which makes it affordable for them to go to school.

President Barceló asked Mr. Cordova to share with the Board of Regents the GPA of these students. Mr. Cordova stated the GPA for student athletes was just over 3.0, men's basketball was over 3.1, women's basketball was close 3.08, and the golf team had under 2.7. As a whole they are all over 3.0 and the College is pleased with the retention efforts that it has been able to maintain without housing. With housing, it would have an economic boost on the College, the community and the City as a whole. Mr. Cordova has been approached by a few community members about making a presentation to the City regarding the economic impact. The College had to have a quick fix because it was not informed until July that it would only have 6 rooms at Las Lomas which is Section 8 housing.

Regent DeHerrera asked if the students who graduated were housed for four years. Mr. Cordova stated these students started in El Rito and they said they were going to leave and they decided not to leave when they were moved to Espanola.

Mr. Sanchez stated when talking about housing it bothers Mr. Sanchez when he goes to the gym and sees athletes napping on bleachers and couches because they do not have a place to go. These students have to stay at the College until their classes are done. Many of these things are not thought about with these students and they do not have the option to go to their student housing for a break. The students that come to the College deserve to have the same things they have at other institutions. This is a basic thing for them. Regent Martinez stated so much of the College experience is dorm life, you learn so much in the dorms, how to get along with people, different people. This is something that is important that the College needs to figure out.

Regent Powers stated regarding the 11 degrees, if you look at the state funding formula for Higher Education it is moving toward a model that rewards production of certificates and degrees and if the College wants to enhance revenue from the State, it has to produce more Associate and Bachelor's Degrees. It sounds like this particular group of students performs well in this area. The reason the College does not have housing is not because it does not want it, the reason the College has had difficulties getting approvals and getting a model that would work for the College. It is not because the institution has not been trying. Regent Powers stated he knows some people have come to the College with ideas and thoughts, at this point in time they are ideas and thoughts, there are no hard proposals, but Regent Powers believes the College needs to do everything it can to pursue any type of arrangement to address this problem.

Regent Martinez stated in planning, the College has to do it in a way that when dorms are brought to the College, it also increases the number of students brought to the College. If the College is going to stay at 1,000 students or 1,200 students and you have enough dorms for athletics, the College will stay small forever. The College will not reach the people it needs to reach out to.

Regent Powers is not suggesting the College do it specifically for athletics. One of the things that is a challenge is to figure out a way to build a facility that results in the kind of rents that students can afford. Just building a housing project because the College needs it is not the answer. Building a housing project that results in fees and charges to students that they can afford and is the kind of place they deserve and want to live in that is really the challenge. Regent Powers believes there has to be a way to do it and the College will find it. Unfortunately, it is not going to happen overnight. There is an effort, it may not be visible but there is activity out there. Regent Powers stated one of the things that he would like to explore with the Board of Regents is to have the Board of Regents acknowledge or authorize the administration to move forward to talk to people. It would be good to have some level of Board participation. It is a little bit of a difficult situation in that some of the people that come to the College with the ideas really are not willing to have those ideas become public information. They have proprietary proposals, ideas, thoughts, and investors. The Board of Regents needs to think of a way to keep Board involvement in this process because it deserves the Board's attention. Although, until these things get to a point to where there is actually a proposal for the institution to consider that the College needs to have some way the Board can be kept apprised of it. Regent Powers thought the Audit/Finance/Facilities committee could be involved since it is a standing committee and deals with finances and facilities, it could stay in touch with the administration on this and as these things present themselves, at least be able to look at it and keep tabs on what is happening. Hopefully, the College will get something that will rise to the level of a proposal that the Board of Regents could consider in a public meeting.

C. Vice President for Advancement

1. Enrollment Management Report

Mr. Serna presented the Enrollment Report to the Board of Regents (attached). Mr. Serna stated throughout the course of the summer the College does day to day comparisons to anticipate where the College might be. Mr. Serna reviewed the day to day comparisons (attached), credit hours comparison (attached), student credit hours (attached), full time enrollment (attached), student growth (attached), and enrollment projections (attached).

Mr. Serna stated the College is starting to collect data on all of these so when the College contacts the student who says they are not coming back, the College has a better idea of why they are not coming back. The majority of students who are not coming back are transferring to other institutions. The College is trying to get a better sense of what institutions they are transferring to. A large majority of them are saying they are transferring out. The second primary reason for not returning is the need for financial assistance. Students who cannot afford to come back. The third is the priority with work and family.

Mr. Serna stated financial aid is looking at students who have been out for multiple semesters who also have a balance at the institution. Currently, the College is identifying students who have more than 90 credit hours who have a balance below a certain threshold and contacting them because they are still financial aid eligible. The College is asking students to come in to sit down and talk about how to advise on the financial aid and course piece to finish their degree.

Mr. Serna stated the College is changing strategy, for example, all the fairs attended last year, during the prime recruitment season which is between now and November. A lot of them are out of the service region. This time last year, the College had 6 fairs scheduled in Albuquerque, Grants and Farmington. In looking at how many students were yielded from those, less than 6 came from San Juan and Bernalillo counties. This also goes hand in hand with student housing issues. How is the College going to recruit students from those areas and bring them to the College to live here? This is why the yield rate is so low. The College has some programs like the AA in Business which is 99.9% online and the College is talking about how it would market those because students don't have to move there. Not a lot of the Colleges programs are available in that format and there are some accreditation issues around it. The College is going to focus all of its effort in Santa Fe, Taos, Los Alamos Counties and Rio Arriba County.

Mr. Serna stated the College is also changing the strategies in implementing tools that are appealing to today's high school students. The College has been doing a lot of research on how students, especially high school students these days want to communicate with potential colleges and universities. The College is excited about the possibility and working on the website, social media and exploring how difficult it would be to develop an app for Northern New Mexico College. All the printed media masking has QR codes for students to get exactly where they need to using their smart phones.

Mr. Serna stated the calling campaigns will switch over to text message campaigns so the College is contacting students in a way they best communicate with others instead of calling them. The College is switching to that mode because of all those calls in the last month, the College only reaches 21% of students. The College will use the in-house software for text message alerts. Mr. Serna stated the students want to be able to access all information they need on a clean mobile website.

Regent Martinez stated Mr. Serna is talking about two to three weeks out, because two to three weeks out of semester, Regent Martinez knew where he was going to school. Regent Martinez asked what the College is doing to the 11th Graders, sophomore year and junior you get the bug in their ear that this is where they

need to be. You go to school in Espanola, you need to stay in Espanola and go to school year. Talking to someone three weeks out, even the summer they graduate from high school, you are not going to reach them. Mr. Serna stated this is not the recruitment season. These calling campaigns and collections are on what is happening now is very much an opportunity for the College to do some things. The recruitment season starts in August and it is not just for seniors. What the College did, is develop an outreach strategy so everyone is not just going after seniors because the College has a limited staff. The College has a plan that works starting in 8th Grade. The College has a very large STEM Grant that concentrates on what is called Friday Academies. This is an opportunity for students all over the region to come to the College every Friday. The College starts in the middle school and it has expanded to as low as 6th Grade and every school in the region participate and every student comes at least three times. To focus on the outreach efforts, it now becomes freshman because in sophomore year, the College is in front of them all about dual credit. The College has been working on beefing that up because the last thing the College wants is for their dual credit experience not to be positive. The dual credit program is the reason and the driving force behind talking to all those students because they are sophomores and juniors and when they are seniors, you have that group of people who have already been enrolled at the College for two years and it is now a matter of going in and saying this is your application time. The College's efforts are now honing in on what is happening at the freshman year. High School dropout rates are now happening at the sophomore year because they are falling so far behind their freshman year that they realize it is easier to drop out than try to catch up. The College is now strategizing on who is working on the high school freshman and how is that year covered. When students are seniors, the College has programs like EOC, CAMP and general recruitment, senior year is covered. The College is going to partner with other programs because not only do they work in our regional high schools but they throw a lot of resources in our regional high schools for everything from college visits, CAMP programs, etc.

Regent DeHerrera asked if there are a good percentage of dual credit students that graduate that attend. Mr. Serna stated it is almost 100% that are coming from the region. If they are coming from the region the likelihood they took it from the College is very high. Which means that if they matriculate, it means they have taken at least one class. Instead of looking at data, the College is going to ask students if their experience was positive. The College knows the experience is not always positive and the College is working with the Business Office to make sure the financing and billing around dual credit is clean because it is a program that does not charge students and parents tuition and general fees but there are sometimes course specific fees that are sometimes thought of when a student is enrolled and a parent might get a bill and that alone might create a bad experience for them.

Regent Garcia asked if the outreach was also in Pojoaque, Los Alamos and Mesa Vista. Mr. Serna stated the College is talking about 11 schools in the region. The College's dual credit agreements are far reaching.

2. Policies Review

Mr. Serna stated when the College needed to update policies, one of the first policies needed was a Policy on Policy Development, how does the College do this so there is ample opportunity for people within the campus community to chime in. The College developed a Policy Development Policy that requires all policies be vetted 30 days before they are considered by the Board of Regents. This public vetting allows the campus community to submit comments to a policy email, recommendations, concerns and edits to an email with their feedback. The College works through a committee that includes representation from all sectors within the campus so the College can draft policies and incorporate feedback before they go to the President's Executive Team for final revisions.

Currently, the College has a number of policies out for comment and those comment periods are all going to end prior to the August Board Meeting. At that time, the College will present them to the Board of Regents in their final draft for recommendation. Currently, the College is working on the Public Access and Loitering Policy. Both this policy and the Solicitation and Commercial Activity Policy have legal revisions.

Regent Martinez asked Mr. Serna to elaborate on this point. Mr. Serna stated there are a couple of things. One is the College can determine this; it can interpret that based on the content on a case by case basis. These avenues have their own rule so they have behavior policies like Twitter and Facebook and other things. For example, inappropriate conduct on Twitter could be spamming. This is defined by Twitter and they will say you can't spam, you can't do these things that is inappropriate use of your Twitter account. It is defined by them.

Regent Martinez asked if these are social media accounts run by the College. Mr. Serna stated this is correct. Regent Martinez stated this means the College is a government entity, which means certain things would apply. One of those things would be the first amendment. The College has to be really careful when it decides what it is taking off. If someone says Regent Martinez is the biggest buffoon that was every appointed to the Board of Regents, the College cannot take it off, it has to stay there. It is not inappropriate, nor is it abusive; Regent Martinez subjects himself to this. Regent Martinez stated the definitions of this need to be "massaged." Regent Martinez stated he understands the legal, tortious items of that nature, slander, defamation or other illegal items, but the College has to be very careful when it chills someone's First Amendment right on a platform provided to the public. Mr. Serna stated to be clear the College is not talking about anyone's personal Facebook account. If any employee would call Regent Martinez a buffoon on their social media account, the College would not get into that. Regent Martinez stated his understanding is the College is talking about a Northern sanctioned social media account. Mr. Serna stated the larger concern is the opinion is reflective of the organization it is representing. Regent Martinez stated it does not matter. Mr. Serna stated the impetus for this policy, what the College had in the past was, for example, a Student Senate President who opened up a Student Senate Account. Once that student graduated, he continued to use the account as a nonstudent when that was an official associated students of Northern New Mexico College account. That student would continue to post buffoon like comments which the College did not have a concern with about the comments as much as the fact as they were no longer representative of the student senate. That was the bigger concern so the College did not want the comments removed; the College basically wanted the official account belonged to Northern. It was not necessarily the comments as it was that account belongs to Northern, you have someone that continues to misrepresent themselves as an entity of the College, representing a voice of the Senate. Regent Martinez stated he understands this but the way Regent Martinez reads it is social media is official recognized Northern New Mexico College social media accounts. Although bullet 5 states inappropriate, abusive, tortious or illegal content found on official Northern accounts may be removed by Northern employees identified as an account administrators or at the discretion of the Communication staff. Regent Martinez stated he does not read this to say if Vice President calls Regent Martinez a buffoon, it can be removed. What Regent Martinez understands it to mean if somebody from the public gets on the account because there is a chat board on it and it says Regent Martinez is the biggest buffoon in Northern New Mexico. The College cannot take this down. Mr. Serna stated Regent Martinez is absolutely correct. The College is not arguing what people are going to post as part of the public access outlets on the account. Regent Martinez stated his concern is the public access site. Mr. Serna stated absolutely not. What the College does for the accounts is if it never makes it public then it is not taking it out of the public as part of their free speech. If the College has a social media account where somebody can post but the Colleges practice with that account is the College approves all for posting which means it never makes it public, the College approves for posting. For example, if the College has an account for Northern New Mexico College and if someone goes on to post, whatever their comment is, is subject to approval. Regent Martinez stated if it is a Northern New Mexico account and the College is offering opportunities for people

post and you can chose which one can get posted, that is likely a violation of someone's free speech because the College is giving Northern New Mexico, it is their account, you can pick person A from the community to come in to talk to the Board of Regents and not give person B the same opportunity to talk because the Board does not want to hear what person A wants to say because person A is a pain in the neck. This is the same thing, the College cannot have people go in and looking at peoples post to determine what is good for public use. The College cannot have someone who is appointed by Northern New Mexico administration go through those and decide what is in the best interest for the public to look at. You cannot chill speech this way. Mr. Serna stated the College does not have a Northern New Mexico webpage that allows for public comment. Regent Martinez stated if there is a social media, Facebook and it is run by Northern New Mexico's Facebook page because the administration decided it is going to have a Facebook page and it is a public page and Regent Martinez goes on and makes a comment and somebody goes in and makes a comment and says Regent Martinez is a buffoon and the College goes in and takes it down, because it is Northern New Mexico's account, you are likely violating someone's free speech right. There are several things that the Supreme Court said are not free speech, fighting words, obscenity, etc., that is not free speech but someone having a disagreement with administration or thinking somebody is a buffoon is free speech and it cannot be pulled off.

Mr. Serna asked if Regent Martinez is suggesting that Bullet 5 read so long as the content does not violate the person's right to free speech. Regent Martinez stated he does not know how the language would be because he has not sat down to figure it out yet. Mr. Serna stated this was the one legal is reviewing now. It may be striking the work inappropriate. Regent Martinez stated the part that bothers him is discretion on a public webpage unless it is obscenity, fighting words. Free speech, you cannot yell in a theatre there is a fire but you can make a comment on anybody that sits on the Board of Regents. Mr. Serna stated one of the things that the College looks to on the overlap is what is allowable by the social media platform and there may be some other things that the College does not govern or decide that are inappropriate but they are inappropriate for that platform also. Regent Martinez stated he would venture to say that Facebook would not take down a comment that somebody said Regent Martinez is a buffoon and if the College took it down, it would probably be violating civil rights. Mr. Serna stated that the College needs to be sure that Bullet 5 yields to the rights that users have, the public has to free speech.

Mr. Serna stated if somebody wants to say they represent a club or organization and would like to have an account; it spells out the process for how it is done allowing for administrative access in the event that the person leaves. The College would still be able to manage the account on their behalf. The College would like to make sure that copyrights, the use of certain photos are in compliance with State law and the College would like to be sure it could pass on those accounts to other people as their successors come into the clubs and organizations. The College would also like to know as well who has the ability to post things in event that it is outside of the free speech spectrum so that the College can identify who is responsible for posting and when that behavior is abusive who the College needs to contact.

Mr. Serna stated the public access loitering policy solicitation, the College looked at the Solicitation and Commercial Activity Policy specifically because one of the conversation that the College has had with the financial aid office is the overall strategy as to how the College can reduce student loan default rates which is second highest in the State after Santa Fe Community College. One of the activities that takes place on a regular basis is students are solicited for commercial lending, same day loans, and pay day loans with very high interest rates which flies in the face of the Colleges activity to teach more financial responsibility. They may come, set up a table, or post them all over the campus. There are other activities, but this was the driver for this policy and how the College might move through approving what gets posted or designating areas ultimately for posting items. The same is true for public access loitering. Part of the College's efforts is to reduce crime. Now that there are a lot of cameras on campus, the College is able to capture a lot of things that happen, not just in the buildings but also in the parking lots and automobiles for people that are

actually nonstudents or not participating on College sanctioned or sponsored or events authorized by the College. This does not limit access to all common areas at any times. The College identifies the common areas including the Library, Cafeteria and other common spaces and access to all the resources needed if you are not a student and attempting to be a student.

Mr. Serna stated like with the campus community if the Board of Regents has any feedback this is the perfect opportunity to incorporate it prior coming to the Board of Regents for approval.

Regent Powers if the process is public input then to the Board of Regents with public input incorporated. Mr. Serna stated the Policy Review Committee will draft or modify whatever policy is on the table, once it is done, the Committee elects that it go out for public vetting that has to take place at least 30 days. The College notifies the campus community; the College sends the policy out and tells the community where to send feedback and the College monitors the feedback. If the feedback is substantial enough to warrant a committee review meeting, the committee will come back, make changes and then it is sent to the President and her Executive Team who then moves it up to the Board of Regents. President Barceló asked when it goes to legal. Mr. Serna stated when it rises to the level where the College says, it goes out right at the 30 days. Regent Powers asked if it goes to legal before it is commented on from the public. Mr. Serna stated it happens at the same exact time so the College can move through the 30 days more quickly so that the College does not add to the 30 days the legal review. The final draft that goes to the Board of Regents has public comment and legal review. Regent Powers stated his concern is if there is public input after the legal review, what would happen if something is changed that is not kosher. Regent Martinez asked what if the Board does not like something, send it back. Mr. Serna stated at any level to say the changes will warrant legal review, it can be sent back. At the Board of Regents review if they do not like it, it can go back to legal. Although, for the policies that the College feel require legal review, it goes out to legal review while the public is looking at it. If it is sent to legal review after, what may happen is what goes to the public comes to the Board of Regents looks very different. It is misleading to the public if you say here is the policy and by the time it gets to the Board of Regents it looks very different based on legal review, it could appear as though the College wants it to look one way and then approve it different.

President Barceló asked if there is any value in legal reviewing policies before they go out to the public. Mr. Serna stated the College can do this. Regent Powers stated it needs to be reviewed by legal before it goes out to the public and before it goes to the Board of Regents again. It is not like legal would have to do a complete review, the College can send them a marked up copy with changes. It needs to be signed off on both ways. It is important when it goes out to the public it is in substantially the final form subject to input from the public and if there is input from the public that is incorporated that anything that gets incorporated has to be reviewed again by legal otherwise the College is opening itself up to potential problems. Mr. Serna stated this is only going to be necessary when the language has changed from the legal review. Sometimes the feedback (ex. all of the comments for smoking on campus were designated areas, this was a major change from a policy that said no smoking allowed on campus to designated areas but it did not warrant a legal review because the College had discretion to open up designated areas), there are times when it may not be necessary to go back. Regent Powers stated there are some types of policies that tend to be more legally intensive and others are not quite so. Mr. Serna stated the Procurement Policies are one of the policies that would be less problematic. When this policy was developed and reviewed last (2006), the Board of Regents elected to take the required RFP and open bid and whole process that the State had mandated and tightened it up to very limiting type of thresholds, meaning where the State might have allowed an open purchase for up to \$20,000 for the College, the policy had limited to \$1,500 without quotes. This policy now opens up the procurement policies to be consistent with those of the State of New Mexico thereby not adding layers to the requirements for securing bids for making small purchases and for when the College must go out for an RFP. All of these policies mirror what State law requires of all the campuses.

Regent Martinez would like to see the legal review of policies. Regent Martinez would like to see what the attorney was writing and what he was tasked to look at to make sure it covered every question the College has. Mr. Serna stated this is the element that comes before the Board of Regents approves piece that will now be added. Mr. Serna stated on the policies, the College essentially adopts every single recommendation provided by the attorney. The College does not know what the Board of Regents questions are going to be until now so the recommendation to go back to legal before it comes back will include the questions from the Board of Regents. Regent Martinez stated Mr. Serna's job is not to adopt everything that legal says is okay and it is not legal's job to tell the Board of Regents what is okay because ultimately as the consumer of the legal review, the Board of Regents ultimately gets to make the decision and if the attorney says something the Board of Regents does not agree with it for whatever reason, because ultimately the consumer of the legal services always has more information than the attorney. If the attorney is telling the Board of Regents this is what he thinks the College should do with respect to a certain subject and it is why the College needs to go a certain way but he does not have the full amount of information, Regent Martinez does not expect any of his clients to full cloth do what he advises them because he would be making decisions for the clients. In private practice Regent Martinez does not make decisions for clients he provides legal advice. Regent Martinez would like to see the legal review so the Board of Regents can make an informed decision based on the advice given by their attorney. Regent Powers agrees with Regent Martinez and would like to see if there was a letter from the attorney, a redline version that includes all the amendments or modifications. Regent Powers would like to see all the supporting documentation when he sees the proposed policy. Mr. Serna stated the direction is legal with public comment, legal before Board of Regents approval and at Board of Regents approval the redlines from legal on any kind of changes. Regent Powers stated it definitely helps to be able to follow the trail and figure out what has really been changed and why and who was behind the changes. Regent Martinez stated he would like to see the legal review because when you see the legal review it is a lot easier to look at a document that you are reviewing because you go to the specific sections that are being reviewed. Regent Martinez stated the Board of Regents may not need to go through the entire document. Mr. Serna stated most of what the College does is so concise that it does not have the headache of legal review on a lot of pages. The College asks the attorney to review the entire document and hone in on something specifically, which will also be shared with the Board of Regents. Mr. Serna will also provide a summary of what the community feedback was on all of the policies so the Board of Regents not only knows what was vetted but it can what was asked to be modified and whether or not it was incorporated in the final draft.

Regent Martinez stated the first step to be taken, before sending it to anybody, sit down as a Board of Regents and look at it and someone should explain to the Board of Regents why it needs to be changed and the Board of Regents can automatically give input at that point and then the College can run with it. This would prevent the College from dealing with it for 3 months and then the Board of Regents decides it wants to tighten up a portion. Mr. Serna stated this would be a perfect recommendation for policy revisions and updates but if the College asked if a point where none of these policies exist except for the purchasing would the College work through a policy draft as a Board of Regents. This might be the more time consuming piece because the committee will work for hours on a policy draft or modification from maybe another institution or public entity. If the modifications come in those are things that the College can talk about the need to modify until the College gets the Board of Regents guidance on it. For the policies that do not exist, the drafting phase is the more time consuming portion. Regent Martinez stated it would be better if the College would sit down with the Board of Regents and let them know the policy is needed before time is wasted looking at other policies and drafting out a policy on something. The discussion needs to be had and the College needs to discuss with the Board of Regents why the College needs them. Regent Powers stated on those that need to be revised, the Board of Regents needs some reason for the revisions. In both cases, nonexistent policies that need to be created and existing policies that need to be changed, the Board of Regents need to be informed of why. Regent Garcia asked if Regent Powers and

Regent Martinez are suggesting this is done for the full Board of Regents or should the Board of Regents have a Policy Review Committee. Mr. Serna stated the Board of Regents adopted the third Committee which was the Executive Committee which was to look at policies. Mr. Serna stated it would save time in the process but in terms of time for a policy it would extend it to 60 plus days. Mr. Serna is more concerned with the revisions. Regent Martinez stated as long as it does not blatantly violate law and the College has been working with it, the College should not rush to make a change. The College should study it and make sure there is a reason for the changes. Regent Martinez does not like for someone to put something in front of him to say this is the change. Regent Martinez stated this is the easiest way for him to say he is not going to change it. Mr. Serna stated that is why the College is bringing them to the Board of Regents 30 days before they are going to see them for approval. Regent Martinez would like to be involved in the process from beginning to the end if the Board of Regents is going to be called on to vote on a policy change. Regent Martinez wants to know why the College is at the beginning wanting to make a policy change. Regent Garcia stated Regent Martinez and Regent Martinez sit on this committee.

3. Research and Public Service Projects

Mr. Serna presented the RPSP (attached). Mr. Serna stated each year HED sets a timeline for when institutions must submit requests for additional below the line funding. These are Research Public Service Projects that the institution submits. Currently, the College has three below the line funding streams to the institution. One is for STEM initiatives, one is for Athletics, one is for the Veteran's Research Center and one is for the Nursing Enhancement Fund. About three or four years ago, the College only had one and the College has upped those over a period of time. The process for submitting RPSPs is they are drafted, they are approved by the Board of Regents, they go to HED, HED then calls a hearing where the institutions sit and listen to the presentation on the RPSP funding requests and they ultimately release to the LFC their recommendations for funding, their expansions or changes to existing or new funding opportunities. One of the things that has happened in the past couple of years is an especially strong push that all of these programs are linked directly to the executive agenda for HED. The College knows right now is degree completion, Bachelor Degree completion and working with at risk students.

Mr. Serna stated at this time the reason the College has elected to do the Student Support Services RPSP is because it so happens that going back historically that the College is the only 4 year comprehensive institution is that does not receive RPSP funding that helps specifically for student support services. The College's Student Support Services Program is currently funded through Federal Grants. The College had talked in the past about not being able to reapply for these but the rule was changed and the College has reapplied through a new Title V Grant and the College is waiting to hear back from them in the next month. Nonetheless, the College has prepared an RPSP in the amount of \$200,000 to continue supporting the College's Student Support Services Program at the College. The questions, format and information requested are all HED forms and that is how the College populates the RPSP. The budget information is straightforward because the College has never received funding for it in the past. The four RPSPs the College currently has will also need to be approved by the Board of Regents at the August meeting because the deadline for those programs is September. The deadline for the new programs is August 1.

President Barceló asked if this was also part of the Colleges legislative asking that was not approved. Mr. Serna stated this is the second year the College has asked for it and it has not received the recommendation from HED for funding. The number of RPSPs, new ones, is decreasing every single year for the past four years and event cuts to existing ones are taking place. Regent Powers asked if it is possible since the College was funding this with a Grant from the federal government that is now not there that it might be received more favorably. Mr. Serna stated he does not believe it would be an additional driving force because the official sunset date on all these grants is this year but the College has been accepted for a no cost extension to carry them out an additional year with funding that was left over. With last year's

RPSP, the College did list the official Grant sunset date as October of 2015 because that is when it officially ended. The College is able to, with carry over funding, support some of these activities. That has not been added, it was existent in last year's proposal as well.

Regent Powers requested notification as soon as possible of any committee hearings that the College will be appearing before so, if it is something Regent Powers believes is important and something he believes he can add something to, he might be able to attempt to attend the hearings, depending on where they are. It is hard to track everything from LFC, LESC and other Committees. Regent Powers stated in some cases it might help if a Regent was present and spoke in favor of it. Mr. Serna stated his office tracks them and if it sees an item that might be of interest to a staff member, the College sends the notification out to a dean or chair. Mr. Serna will work with Amy Pena on the presentations where the College is clearly on the Agenda to speak and perhaps when it is more convenient for a Regent to cover the meetings for the College it might be helpful. Regent Powers stated this would help him understand more about what is going on out there and how the College is received and perceived and whether or not there is something that Regent Powers or any other Regent can help.

Regent Powers moved for approval of the RPSP as presented. Motion passed unanimously.

IX STUDENT SENATE PRESIDENT'S REPORT

None.

X. OLD BUSINESS

None.

XI. EXECUTIVE SESSION

Regent Martinez moved to enter into Executive Session pursuant to:

- (1) Limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, or investigation or consideration of complaints or charges against an employee;**
- (2) Bargaining strategy preliminary to collective bargaining;**
- (3) Threatened or pending litigation subject to the attorney-client privilege in which the College may be a participant; and**
- (4) Real estate acquisition or disposal.**

Pursuant to provisions of NMSA 1978, Section 10-15-1(H) (2) (5) (7) & (8).

A Roll Call vote was taken and all Regents voted unanimously to enter into Executive Session (Regent DeHerrera – yes, Regent Garcia – yes, Regent Powers - yes). The Board of Regents entered into Executive Session at 11:28am.


XII. POSSIBLE ACTION ON EXECUTIVE SESSION

Regent Martinez moved the Board of Regents return from Executive Session. Discussions were conducted according to Section 10-15-1(H) (2) (5) (7) & (8) were discussed. Roll Call Vote was taken – Regent DeHerrera – yes, Regent Powers – yes, Regent Garcia – yes. The Board of Regents returned from Executive Session at 1:02pm and no decisions were made.

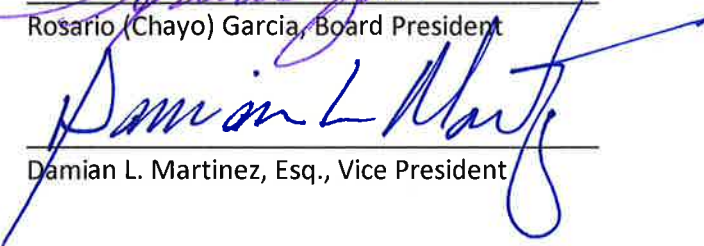
XIII ADJOURNMENT

Regent Powers moved to adjourn. Motion passed unanimously. The Board of Regents Meeting adjourned at 1:02pm.

APPROVED:



Rosario (Chayo) Garcia, Board President



Damian L. Martinez, Esq., Vice President