

**NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS MEETING
DECEMBER 7, 2018**

I. CALL TO ORDER

A Regular Meeting of the Board of Regents of Northern New Mexico College was held on Friday, December 7, 2018, in the Board Room of Northern New Mexico College, Espanola Campus. Regents Present (Roll Call taken by Amy Pena, Executive Assistant to the President/Board Secretary): Kevin F. Powers, D. Chris Ortega, Pamela Montrose and Damian L. Martinez (Via Conference Call). Board President Powers called the meeting to order at 8:23AM.

Northern New Mexico College Staff Present: President Richard J. Bailey, Jr., Ph.D.; Ricky Bejarano, Vice President for Finance & Administration; Ivan Lopez Hurtado, Ph.D., Provost & Vice President for Academic Affairs; Vince Lithgow, Comptroller, Chris Trujillo, IT; Sally Martinez, Executive Assistant to the Provost & Vice President for Academic Affairs, Carmella Sanchez, Director, Institutional Research; Cheryl James, Compliance Officer/Chief Procurement Officer; Sandy Krolick, Creative Director Communications and Marketing; Donna Castro, Director, Human Resources; David Lindblom, Assistant Professor, FDMA, Creative Director of Canal Seis; Zeke Para, Grants Writer; Tamara Trujillo, Assessment and Accreditation Coordinator; and Amy Pena, Executive Assistant to the President/Board Secretary.

Faculty Present: Dr. Heather Winterer, Dr. Patricia Trujillo

Others Present: Jake Arnold; Rio Grande Sun Reporter; Tim Crone; Phil Duran, NNMC Student Senate President

II. APPROVAL OF AGENDA

Board President Powers stated there is an Agenda that was posted according to policy and it is in the packet and asked if there were any requests, additions, deletions, etc., and if not, he would entertain a motion to approve the Agenda as posted.

Regent Ortega moved to approve the Agenda as published and posted. Second - Regent Damian Martinez. Motion passed unanimously.

III. COMMENTS FROM THE BOARD

A. Welcome to New Regent

Board President Powers stated Regent Montrose was appointed to fill the vacancy created by Dr. Rhodes when Dr. Rhodes sold his house in New Mexico and moved to Texas. The Governor moved with lightning speed to give the College a new Regent so the College was not in a position it was in a few years ago with openings on the Board of Regents. Board President Powers asked Regent Montrose to give a little thumbnail of her qualifications for the Board of Regents.

Regent Montrose stated she was born and raised in El Rito, went to high school there, and graduated from El Rito when it was still a high school and was part of the last graduating class. Regent Montrose went to Albuquerque, met a handsome Air Force man, married him, joined the Air Force, followed him around the world and then he started following her around. She spent 20 years in the Air Force. Regent Montrose came back to El Rito and got a job at the College as the Grants, so she did most of the Grant jobs for a while and applied for other jobs because she was tired of writing the Grants and started doing GED testing and advising. Regent Montrose worked at the College for 18 years and things started changing and people told her she could retire, she checked and retired and has been home taking care of her husband. She thought she needed to do something good and she is now at the College. Regent Powers welcomed Regent Montrose to the Board of Regents and thanked her for donating her time and efforts to the cause.

B. HERC

Board President Powers stated there nothing to report since last meeting. Everyone in a holding pattern with the transition. HERC will be ready to move when they get some indication of the funding situation for next year and any potential policy changes or direction they might see from the new administration. They will be awaiting those issues.

C. BOR Meeting Dates

Board President Powers stated the Board of Regents had previously agreed on a meeting date of January 11th. That falls in the timeframe of prior to the next legislative session. The idea here is that the Board of Regents would have a meeting and then not have a meeting scheduled during the session unless something came up that needed attention. The next scheduled meeting would be the 11th of January which is a Friday and the session starts the next Tuesday and is a 60-day session which will run through March. On January 11th the Board of Regents will see if it will schedule a tentative meeting in March when the session is over. The next meeting will be January 11th at 8:30AM.

Regent Damian Martinez stated he will not be available to attend the January 11th meeting in person. The following Monday he will have a two week has a police shooting trial. Starting in the next couple of weeks through January 25th will be hectic for Regent Damian Martinez. He will try to carve out time on the 11th to make the meeting telephonically. Board President Powers stated this is not a problem and the Board of Regents will work with him on this and the Academic Affairs Committee will work around that and get it scheduled at a time that will work for Regent Damian Martinez.

Regent Chris Ortega stated every meeting the College gets a lot of papers and suggested using an iPad and eliminate the use of all the paper. Regent Ortega hates to see the waste of all this paper. Regent Powers stated he uses an iPad when there are conference call meetings. Regent Damian Martinez stated he doesn't mind using an iPad or his computer. President Bailey stated one of the things that the College will have to do to make it work is because you are not flipping through, we can announce the page number they are on. Board President Powers stated documents can be placed in a pdf searchable program. This is a great idea and Amy; Chris and IT will work on it. Regent Damian Martinez stated the only thing the pages are off by one number because there is a cover page on the binder. But it will be pretty easy to just flip to the next page. Board President Powers stated his wife purchased one for under \$400.

IV. APPROVAL OF THE MINUTES

Board President Powers asked if there were any comment on the minutes and entertained a motion to approve the minutes of the October 19, 2018 Regular Meeting as submitted (pages 2-14).

Regent Ortega moved to approve the minutes as presented. Second – Regent Damian Martinez. Motion passed unanimously.

V. STUDENT SENATE PRESIDENT REPORT

Student Senate President Phil Duran stated the semester is coming to an end and Student Senate is doing some minor finishing up on some things, some minor PRs so students have brain food for the remainder of the semester. October and November events went well and Mr. Duran is looking forward to the new semester. Student Senate is working on nominations for new Student Regent and this is a priority. Board President Powers stated he assumes they will have multiple candidates interested. Mr. Duran stated he has a couple in mind and he will also be meeting with President Bailey about it as well.

President Bailey stated he was honored to be asked to sit on the Governor Elects transition team for higher education so there have been a couple of meetings. They are behind about thinking about Regents right now, there are a lot of other big issues they are thinking about. One of the things they are going to want is at least two and the role of the President is not to vet those candidates, it is Student Senate's decision, who do they want to represent the students on this Board of Regents. It is President Bailey's job to be the courier, he then hands this to the Governor to say this is who Student Senate is putting forward. If Student Senate has a preference and at the end of it they say here are some candidates and here are some recommendations and here is why. Mr. Duran thanked the Board of Regents. Board President Powers stated Mr. Duran is raising the bar here and doing a great job and the Board of Regents is pleased with the interest the Student Senate is developing.

VI. FACULTY SENATE PRESIDENT'S REPORT

Dr. Winterer stated faculty senate met on November 2nd and will meet again today, December 7, 2018.

1. Undergraduate Curriculum Committee – This Committee has been trying to cater to the new gen ed requirements. Moving courses from Gen. Ed. to other parts of the program. This was the case with Education, Engineering and Arts & Sciences. They have been very busy and had a little pot luck again.
2. Honors Committee – This Committee met and asked for candidates for the honorary degree by December 1, 2018. The candidates who get this do not have a Bachelor's Degree. If it does not yield a recommendation it may have to be extended.
3. Gen. Ed. Committee - Theatre I and Acting I need to be deleted from the Gen. Ed. requirements based on the fact that it is difficult to find instructors that have the proper credentials at this point. Faculty Senate voted to accept this change and all the changes to the Curriculum Committee as well.

4. Tenure Committee - This committee is working on reviewing the portfolios for Joaquin Gallegos and Mateo Frazier. The council meets next week to compare notes and make recommendations which will then come to the Board of Regents.
5. Personnel Committee – This Committee is working on the sabbatical for Mario Izaguirre Sierra which has been approved up to this point.
6. Ad Hoc Committee – This Committee has been formed including Personnel and Tenure Committees to talk about criteria for full professorship which Faculty Senate will vote on. Faculty has the document and it will be discussed.
7. Academic Standards – This Committee is talking about what to do about repeat offenders about plagiarism. It is very tricky and sticky so nothing was concluded or resolved.

Dr. Winterer thanked President Bailey for writing a letter to faculty about the importance of tenure. She did have a little bit of feedback which was very reassuring. Dr. Winterer thanked the Board of Regents. Board President Powers thanked Dr. Winterer.

VII. PRESIDENT’S REPORT AND ANNOUNCEMENTS

A. Celebrate Northern

President Bailey stated the following:

1. New Mexico Society of CPAs - New Mexico Society of CPAs voted Ricky Bejarano for State Government Employee of the Year. President Bailey wanted to acknowledge Mr. Bejarano and all the work he is doing for the College.
2. Student, Andres Romero - Andres Romero just won the first-place undergraduate poster competition at the New Mexico Academy of Science and there were 17 different colleges and universities represented and he was the top participant in the whole event. This shows the caliber of the student body the College has. For every one of those students, there are faculty members spending countless hours mentoring and advising and shepherding some every one of those students.
3. Vision for the Future – President Bailey stated as he hears about things going on at the College, there is no question the College’s faculty is among the best in the State. He would even put them above other institutions in the State because in addition to the classroom they also give emotional and inspirational support that he thinks does not happen at other colleges. Looking at what the College does in the future and improving graduation rates, retention rates and performance issues he is more convinced it is not a student and faculty issue. It is an institutional issue. This led to the question of what are the other obstacles students face, housing, transportation, internet, etc. Carmella Sanchez, Institutional Research Director has sent a very sensitive survey out to students. This is asking students some of the hard questions and the College is working on getting more responses from students. Dr. Lopez and President Bailey just returned from Chicago (Complete College America) and they are looking at innovative ways to create better pathways for educational goals. Dr. Winterer and President Bailey will talk about strategies. Dr. Lopez and President Bailey will talk about strategies at Convocation and after the holidays this will be discussed further. The College is going to throw a pretty audacious goal forward in terms of student completion and graduation rate. The College is going to set some serious benchmarks.

B. CUP

President Bailey stated it is not official yet but CUPs request for the legislature is going to be 8% new money and 5% compensation increase for all employees. The 8% would come into, it would make the Colleges whole of what was taken from Higher Education over the last 4 years. Because higher education took 44% of the state's cuts, they think it is fair that they be compensated for the tough times.

C. NMICC

NMICC has not made a recommendation yet but they are looking at the funding formula and how it works. One of the positions is that the funding formula should be run when there is new money in the budget. When there is new money in the budget, by all means run it through the formula and give those schools who are performing better in terms of what the State has a larger share of State money. When there is no new money, don't run it through the formula because all you are doing is cannibalizing from one institution to another. NMICC is leading the charge on this.

D. ENERGY AUDIT

The College has been partnering with Ameresco has been looking at both campuses and they had a 90% meeting involving the Espanola Campus and it is mostly low hanging fruit (replacing lights with LED lights, etc.). The other challenge is El Rito. One of the reasons the campus closed is because utility costs were so expensive. This is one of the things Ameresco looked at. There is a plan to replace the HVAC systems in Espanola but in El Rito the environment is right for ground source heating and cooling. This is a bold initiative but if the College gets this and in addition to the solar array, the College may partner with Ameresco for an additional solar array on the campus. If this works the campus will be Energy net zero. This is not the panacea to reopen the El Rito Campus but if the College do get there it is an opportunity to start programs again. There is an appetite from legislators to consider adding these projects to Capital outlay and if this happens there will be some interesting changes here and both campuses will lead the way to renewable energy infrastructure.

VIII. STAFF REPORTS

A. Vice President for Finance & Administration

1. Audit(s) Update

Mr. Bejarano stated the Audit Exit will take place on December 14th and there will be 20 or below findings. The remaining ones, Mr. Bejarano believes, could be knocked out in the current year or at least substantially to where the College will be in a much better position. What took a lot of time was demonstrating (48 findings are a lot of findings). Mr. Bejarano thanked Vince Lithgow, Comptroller, Cheryl James and Evette Abeyta. They have led the charge to get staff motivated and aligned to get these findings out of the way. The College is still short staff and hired a couple of contractors to help with the grunt work. next year there should be better news.

2. Fiscal Watch Reports

Vince Litghow, Comptroller stated he would first like to say that we do not get to this place without good leadership and Mr. Lithgow, Ms. James and Ms. Abeyta would like to thank Mr. Bejarano. Going forward, these numbers reflect some of the audited numbers. Unrestricted Fund Balance is at about \$1.4M and the College is starting to be standardized on the bills we pay and the College will be gathering new revenues for the upcoming semester in January and February. The current assets are nominal and there are some outstanding loans and those are basically the grant standing loans.

Board President Powers asked of the \$1.4M fund balance what percentage is it of the total. Mr. Bejarano stated the College is required about 3% but it is at 5%. Regent Powers stated the College is comfortably in the benchmark range and comfortably above the minimum requirement of where the College should be to maintain a healthy reserve.

Mr. Lithgow stated on the budget side, revenues are about 47% which is to be expected at this point in time. Expenditures are at 32.6% which is a hair under the 1/12th. The College has just been informed by DFA of a 50% rule and the College has to make sure it does not expend 50% of the budget by mid-year. The College should be in compliance for this as it is in line to spend less than that. There is a little bit of expenditures for Capital Assets and it is for the College of Fine Arts. Mr. Bejarano stated the contract price for the CFA is \$262,000 and does not include the lower level which will be in the next round. Mr. Lithgow stated compared to last year at this time we under expended revenue by 4%. This is just a historical chain, nothing too significant. The statement of cash flow is at \$4M which gets adjusted out. The bulk of expenditures are for payment of staff and operating expenditures.

Mr. Bejarano stated the cash position is good. The College is very judicious about not paying anything that is due and monitoring spending a great deal. This helps a lot when answering to oversight agencies.

President Powers stated Audit/Finance/Facilities Committee met and this was reviewed in detail and recommends approval.

Regent Ortega moved to approve the Fiscal Watch Reports as presented – Second – Regent Damian Martinez. Motion carries unanimously.

3. Monthly Budget Adjustment Requests (BARs)

Mr. Litghow stated there are a total of 8 BARs, 6 budget increases and 2 budget decreases. Basically, they are alignments and there are new federal awards. The College is closing out old grants and the new ones get activated and realigned in the new budget. There is no major impact. 48 BARs have been submitted for the Fiscal Year and staff has been very diligent with budgets.

Board President Powers asked if there are any questions from the Board of Regents and stated this was reviewed in detail in Audit/Finance/Facilities Committee and recommend approval.

Regent Ortega recommended approval of the BARs. Second Regent Damian Martinez. Motion carries unanimously.

4. \$150 Course Fees

Mr. Bejarano stated the Audit/Finance/Facilities Committee met yesterday and they have a couple of additions to the public document (attached). They are not major and the memos have been redistributed. The additions are to point out this is a pilot project and staff will be reporting to the Board of Regents every semester as to number of students taking advantages and all the effects, any information the Board of Regents would need as to whether or not to continue. Essentially, the proposal is to allow students 55 or older to attend the first class that they sign up in the semester for \$150.00 in lieu of the regular in state tuition rate and fees which typically cost \$624.91 for a three-credit hour course or \$832.46 for a four-hour credit course. As far as how the College would allocate the opportunity costs. In other words, the \$150 and the regular tuition fee. What the College proposes is that it is allocated across all programs. This is for students who are not in already in a program. However, if they are in a program, then the proposal is to charge the cost to that program because that is where they live. With this information, Mr. Bejarano asked the Provost and/or President Bailey to comment as to why the College wants to do this.

President Bailey stated he wanted to put on the record a couple of thoughts. First, this is part of a larger strategy. When the College had 2,300 students and the College did the analysis, 800 of those students were taking one class. They were community members here taking a class. There is nothing wrong with this. The College is going to start in January talking about the crazy ambitious ideas that the College has for graduation rates, etc. but institutions of higher education are also placing in a community for someone who just wants to take a class and be with their community. How does the College make this affordable? President Bailey stated he really wants to give credit to Sandy Krolick, Creative Director, Communications and Marketing because this is her brainchild. The idea is there are seasoned members of the community who would come back if the College made it affordable. The strategy is you get these people back and start to re-cultivate a culture of education in the valley and this is going to be a net benefit. The other is, and this is strictly from a pragmatic approach, if you do bring them back and they are taking class and comfortable here, they are going to be far more likely to tell their family that there is a place for them at the College. This is the rising tide for this and the strategy. President Bailey stated the College is taking a gamble here because the College already has students who are 55 or older who are taking classes. What is going to happen for them is they are going to get their bill and it is going to be less and it is going to be a really sweet deal for those people. The College is going to lose money on them but the College is convinced that over time the College will make up for the loss in revenue. If the College brings back even a fraction of those students back, there is no stopping the College and it will be far more than the College is paying for this. If approved, the College will report to the Board of Regents and let them know how it is going. if it does not work, President Bailey will accept responsibility for it and take it off the table. President Bailey thinks this will be good for the community. Dr. Lopez ran the numbers and the College will lose some money but the College thinks it is enough to weather the storm and the long term, the wisdom of this idea will show itself.

Dr. Ivan Lopez, Provost & Vice President for Academic Affairs stated he would like to throw some numbers out so the Board of Regents knows where the College is at and about the loss in revenue it may have. Today, the College has 31 students in this range (55-65) and the College just counted this because by State there is a very low rate for 65 and above. If the College does not get one single new student, the maximum loss in revenue the College will experience is \$14,700. How

does the College break even? The College needs 99 new students coming and taking one course. However, if they come and the College convinces them to take not one but two courses, the College will break even with 19 students. The College is taking a chance with calculations that it feels comfortable. If it does not work, it will not be the end of the world, this loss of revenue will be distributed and the College will tighten its belts and then the College will stop the program if it does not work. There is a chance it will work and the College will see revenues that it does not have today.

Regent Montrose asked how the word will be sent out. President Bailey stated the College is working on a marketing campaign and the beauty of it is because it was Ms. Krolick's idea she will put some effort into this. The College will plan an aggressive marketing campaign. The idea was to get something out for the holidays. Regent Montrose stated this is excellent.

Board President Powers stated in reviewing this, the Audit/Finance/Facilities Committee felt that not only this one but the next item on the Agenda (both pilot projects), the Board wants to make sure these are studied and really look at what kind of impact it is having. Are we getting the desired outcome? Do we need to adjust a little bit? It might be that we missed the mark a little but we just need to make a tweak here or there to make the mark right and that is why the College added the report and the study to look at how it is working. Board President Powers stated he keeps going back to the tuition promise program, it was put in place but then there was no measure of what was happening and whether it was doing what we wanted it to do or not and what the impact on the finances were. The college learned a lesson there and this is one of those lessons learned.

President Bailey asked Ms. Krolick if she had anything to add. Ms. Krolick stated it is hard sometimes to quantify good will but she hopes the College gives it a little more time, a year, because it really supports family education and lifelong learning. She thinks the College needs this and she thinks the community needs this. She appreciates the analysis and the numbers and she is going to do everything she can to make this succeed. Board President Powers stated the Audit/Finance/Facilities Committee did not have a timeline in place. They want to make sure that it is not perceived to be evergreen. At this point, if it seems to be doing what they want it to do, the pilot can be taken off anytime.

President Bailey stated and Dr. Lopez has been good at teaching President Bailey this, this is an experiment but it is an experiment on a social system and it takes time. The College will do an aggressive marketing campaign but may only get a couple of students in the spring that take this up. The Administration will ask the Board of Regents to consider giving it enough time to see that momentum build and to invest enough to make that happen. Market it aggressively and get the word out and the intent is that over time it is going to pick up. President Bailey stated he would like to give credit to the IT Department for their work on this.

Board President Powers stated the College is starting this in the middle of the year and it wouldn't make much sense to look at it after one semester to say it is good thing or a bad thing. The College has to give it the following whole year, fall and spring, to see how it works. His guess is it is going to be successful. President Bailey gave a speech at the Presbyterian Espanola Hospital's Auxiliary and the average age was probably 61-71 and he talked about this idea and asked if they thought it was something, and before he asked the question there was a standing ovation and people clapping and he thinks there is some opportunity there. Regent Montrose asked if they told

President Bailey what classes they wanted. President Bailey stated they didn't but he believes it is in Humanities and Business.

Regent Ortega stated he supports this wholeheartedly and the reason the Committee wanted data is to see how many people are interested. One semester is not enough and that is why they put pilot on it. The intent is not to give it one shot. The other thing is the way he reads the memo is on the first read of it, it looks like a one-time thing it is only for the first course and it should be every semester. Number two should say it applies to the first course in which they enroll in each semester. This would make it clearer to people.

Regent Ortega moved to approve the \$150.00 tuition for the first course in which 55-64 year olds enroll each semester as a pilot project to be studied for its effectiveness in the future. Second - Regent Montrose. Motion carries unanimously.

5. Tuition Rate for shared courses with Highlands/Scholarship for Northern students in shared courses

Mr. Bejarano stated this pilot is already going. Because of the tuition difference with NMHU and NNMC. After a while students at NMHU noticed it is much cheaper to sign up for the shared course with NNMC. President Bailey stated the general purpose of this project was because NNMC is such a small school they spoke with NMHU to share courses. The idea is one institution would teach the class the other would take the course virtually. The concept is great and the first of its kind in the State, but the challenge is NMHU tuition is a little bit higher. Mr. Bejarano stated students noticed this quickly and went to advisors and asked why they don't get the same rate. Everyone knows you can take a course at the Community College level and transfer it over and save a little money. The College does not want to impose a whole lot of additional cost on our students. What the College came up with is it will allow a scholarship amount, take it out of the regular scholarship funding the College gets to make up for the difference and grant scholarships to individual students by course to make up the differential. Because of the discussion with pilot programs and not knowing in the past how it turned out, Regents Ortega and Board President Powers wanted a tracking mechanism for this on a continuum. The College will adopt this tracking for anything done.

Board President Powers stated there was an exhaustive discussion about this and after the discussion they concluded that this really does not cost the College anything. It is really more of a paper thing. The College is raising the tuition for these courses to everybody but reducing it for our students. There is no net impact one way or another for NNMC students. It protects the integrity of the program as it was designed. President Bailey stated it also accelerates graduation for students. Mr. Bejarano stated the College set aside money for these scholarships and it comes from an existing pool. There is some cost to it but the College is trying to prevent punishing students for taking shared courses. Board President Powers stated the net effect to the College is zero.

President Powers entertained a motion to approve the pilot for the tuition scholarship mechanism to deal with the shared course offerings between NNMC and NMHU.

Regent Montrose moved that this ongoing program be continued. Second – Regent Ortega. Motion carries unanimously.

6. Policies

a. Subrecipient Monitoring Policy

Mr. Bejarano called up Cheryl James, Compliance Officer/Chief Procurement Officer. Mr. Bejarano stated there have been changes to the procurement process and there are two levels of certification programs. One is a general and the other is a longer course which actually you get designated as a Chief Procurement Officer in the State. It is a very big deal and the College has not had one and other agencies do not have one. Mr. Bejarano asked Ms. James to explain the process. Ms. James stated the entry level process is there, there are a couple of basic state courses in procurement that are required by the State. Then you go and do a week-long training with a test and you come out of it with a certification and then you submit a request to the State that brought Ms. James into that position. Ms. James is certified by the State and she has a certification number administered by the General Services Department of the State of New Mexico and she is listed on their website as the Certified Chief Procurement Officer for the College. Part of the duties that she has sworn to do is to uphold the procurement code and the College has chosen to follow all of its regulations. Ms. James is the person responsible for upholding this for the College, making determinations for emergency, sole source, whether or not a bid process is required for best value or best price, depending on whether it is professional services and so forth. This includes construction which she knows this is something that is coming up in the future and detailed procedures to be followed for all of these. Ms. James can delegate duties but not responsibility of her post and come up with a determination and have it vetted to make sure it is sound. She will make sure the College is doing things right through the State codes.

Mr. Bejarano stated along these lines this gets us to the policies that had to be updated. Ms. James stated the two policies have to do with sponsored projects, those projects that are utilizing sponsored projects. Those projects that are utilizing federal funding. During the 2017 Audit process it became apparent that the College did not have a Subrecipient Monitoring Policy. The College had some procedures in place, it was not memorialized in a policy that was adherent to the uniform guidance. The federal grant guidance came into effect on December 26, 2014 is when it became part of the federal registrar. It replaces eight prior Federal O&B circulars. It was put in place to simplify administration of federal awards and compliance to those requirements. The first is subrecipient monitoring policy and this had never been explicitly stated and there are requirements for the College if it receives a federal award to subaward out to another institution or a nonprofit or a public body and if they pass through entities, the funds pass through the College and the College is responsible for monitoring that sub awardee. It starts with how it is written, the language, risk assessment required and again the policy says that the College is going to make sure these sub awardees are not only going to perform based on these goals and objectives but also fiscally responsible. It is also an opportunity to protect the College to some extent because if the College issues a sub awardee, the College gives out money and if they were to spend it on unallowable cost and it were found during an audit then the College would have to recoup the cost and there are legal possibilities there. This actually strengthens the purview over the sub awardee. Mr. Bejarano asked if there are any questions on the subrecipient policy.

Board President Powers stated he would like to clarify the two actions in relation to the policies, one is the subrecipient piece and the second is the 2000 series policy. They will be taken one at a time. Board President Powers asked if there were any questions related to the Subrecipient Policy. President Bailey stated this is the institutions aggressive stance on making sure it is doing

things transparently and making sure it is in line with State and Federal Regulations. This is part of the stuff the College has to do to make sure it is doing things right. Dr. Lopez and President Bailey are moving strongly down the road with the Department of Education on a collaborative Title V where the College would be the prime recipient and the sub-recipients would be UNM Taos and Los Alamos. This helps the Colleges stance with the Department of Education and some of these are high dollar grants.

Regent Ortega stated this was discussed in Audit/Finance/Facilities Committee and he fully supports it and it is worthwhile because of past issues here this helps the College always be above board and he endorses it completely. Board President Powers stated he would entertain a motion to approve.

Regent Ortega moved to approve the Subrecipient Monitoring Policy. Second – Regent Montrose. Motion carries unanimously.

b. 2000 Series Policy

Ms. James stated in keeping again with the with the Uniform Guidance Requirements the institutional policy Series 2000, within it the College has three policies, now four with the Subrecipient Monitoring, Sponsored Programs Series 2400, 2410 and 2420, within the series the revisions are affecting 35-51 and all that has been done is that the old O&B circular references have been updated with guidance and with hyperlinks to the guidance. One other thing to be added about these policies and what the College is doing in transparency and making these available to College staff, faculty and directors of grants, working with the Provost, the Grants Department is working on its page on the website that will have a link providing the various stages of a grant and the grants lifecycle and within each link there will be reference and the College will make sure these are clearly available.

Board President Powers stated there was a lively discussion about this and he walked away with this discussion – these changes are not things the College likes to see happen and what the College wants to do but thinks that the College has to do to fall under the Federal Guidelines. The College is getting in line with the feds and in most cases these monies are coming from the feds. The College does not have a choice in this but has to fall into line with it. Ms. James stated the institutional policies and doing this makes the policies living documents and this policy has not been revised since 2012. The College wants them to be relevant to where we are today.

Board President Powers stated he would entertain a motion to adopt these changes to policies 2400, 2410 and 2420 as presented.

Regent Damian Martinez moved to adopt the changes to the 2000 series policies as recommended. Second – Regent Ortega. Motion carries unanimously.

Board President Powers stated he would like to point out the green notebook the Board of Regents have and these notebooks have tabs with various information in them. The intent of this is to have a living document that will be updated as the Board of Regents adopts the policies and

makes changes to the current policies. This reflects the old policies and at the next meeting Ms. Pena will have the new section to change the old section. It is important to change and amend the policies and make sure they are up to date and current and it is important to have them for the Board of Regents to have them and use them. This will be good practice going forward.

The Board of Regents took a break from 10:00AM-10:10AM.

Board President Powers stated the items left on the Agenda are the Faculty Handbook, Deep Dive, Public Input and the Board of Regents needs to have a quick Executive Session regarding Board of Regents Self Review. Board President Powers turned the meeting over to the Provost to talk about the Faculty Handbook.

B. Provost & Vice President for Academic Affairs

1. Faculty Handbook

Dr. Lopez stated today he is recommending approval of the new version of the Faculty Handbook. The old version was approved 10 years ago. Since 2010 Faculty has been trying to come with a new Faculty Handbook. It is not just faculty, but faculty and administration. The current Faculty Handbook does not address the current challenges of the institution. Through the CBA that happened in March almost all the heavy lifting happened there. The big issues were done then. Therefore, what has been experienced is one third of current faculty are not members of the bargaining unit. All the full-time faculty members are not part of the union. Therefore, what faculty and administration has been experiencing is there are different rules for individuals in the union and the nonmembers of the union. This faculty handbook basically aligns the two documents. There is not anything really new in terms of policies that hasn't been previously addressed in the CBA. This has gone through all the internal processes and it was reviewed by both subcommittee of the Board of Regents and Dr. Lopez is recommending approval of the document which make life easier. It will bring much more accountability to faculty and protects them better. It is a win win document and very important for accreditation purposes. The College can tell them in the accreditation report that there is a new document. This brings much more accountability to faculty and also protects faculty. This document is a living document and as the College works with the union, it will need to come again to the Board of Regents to make sure the documents are aligned. Board President Powers stated he hopes there is not ten years between this and the next.

Regent Ortega reviewed this thoroughly and they have done a tremendous job in aligning these things. The attorneys review shows all the places where there were changes or realignment. This is a lot of work people put into this and it is a good thing, it is just so much information. Board President Powers stated given the fact that it was a 10-year period between previous approval and this new proposal, this led to some more difficulty. Board President Powers asked Regent Martinez if he had input and concerns as he reviewed it and where he stands on it now.

Regent Damian Martinez stated he thinks he previously made his concerns known when this first came up on the Board of Regents and it came up again. It was in his view that it was tried to be pushed by the Board of Regents without looking at documents and every box has been checked and as it stands right now it is a good document. He could have some other comments but those are comments best left offline on the legal review process. As it stands right now it is a

good document. Board President Powers asked if there were any other comments. Regent. Montrose remembers when she was at the College before there was discussion about this document getting passed and she knows they did a lot of work to get it where it is today and she does not have any problem with it. Board President Powers entertained a motion to approve the Faculty Handbook as submitted.

Regent Damian Martinez moved to adopt the Faculty Handbook as submitted. Second by Regent Montrose. Motion carries unanimously.

IX. DEEP DIVE

President Bailey stated he is very happy the Board of Regents is talking about this today. The College has a lot of things to be proud of at this institution but our greatest strength at the College lies in diversity. The College has invested in that in terms of a professional who focuses her energy not only protecting it but celebrating it as well. The College has chosen to focus on the Office of Equity and Diversity and President Bailey introduced Dr. Patricia Trujillo who presented to the Board of Regents what she does and her vision for where it is going. Dr. Trujillo thanked the Board of Regents for having her at the meeting and presented her PowerPoint presentation to the Board of Regents (attached).

Regent Damian Martinez left the meeting at 10:33AM.

President Bailey stated regarding the American Indian Center, the College is looking at how to reinstitute that support for Pueblo Students. President Bailey stated he thinks of this with an Air Force mindset. There are veteran students here who because of their experience in the military have certain special needs. Native American students also have very specific needs, complicated funding mechanisms. Faculty and staff have to understand other responsibilities they have (feast days, etc.). The AIC was the epicenter of the awareness for this. President Bailey wanted to give credit to AISO and faculty and staff members who are doing work on their own. There are a group of staff and faculty doing this on their own when before there was a functioning system. This is something the College is looking at bringing back. Dr. Trujillo stated when people were looking back at the civil rights movement and people were actually trying to bring about system change, there were big wins, the voting right legislation, the civil rights legislation of 1964 and even though laws were made, one of the big things we learned during civil rights, you can't legislate hearts and minds. When you do things like AIC or Veteran's Resource Center or Centre de la Raza, UNM is celebrating their 50th anniversary of their center. It is also about who are our students and how do we work with them. This concept of being a student ready campus (credit to Tobe Bott Lyons). Dr. Trujillo asked if there were any questions.

Mr. Lindblom stated Regent Ortega asked about participation of students. When anybody feels they are treated unfairly (faculty, staff, students) they are going to talk to Patricia and this is one of the few places you can do this. It is another way that the participation goes down. Regent Ortega thanked Mr. Lindblom. Ms. Krolick asked Dr. Trujillo to introduce her class and each student introduced themselves.

Dr. Trujillo stated she is thankful for the position she is in and regarding her background she is from the Valley and went off got her degrees and worked in Nebraska, Texas and Colorado but her goal was this campus because this is the work she wanted to do. She does not take it for granted. The Board of Regents and President Bailey thanked Dr. Trujillo for her presentation.

Tamara Trujillo stated she would like to make a comment as Regent Ortega asked about student participation. Some of the committee work that goes on campus, a lot of the committee members serve on multiple committees. They are working hard to try to connect the dots so that the College puts students first. She is wanting to highlight this because a lot of this work is supported by the Office of Diversity and Equity and the Women's Council as well.

X PUBLIC INPUT

Board President Powers asked if there was anyone who would like to present public input. Hearing none, Board President Powers moved on to Executive Session.

XI. EXECUTIVE SESSION

Board President Powers stated the Board of Regents needs to go into Executive Session for a few minutes for Limited Personnel Matters relating to the Board of Regents and just a little piece of background, when the Board of Regents went through the process of searching for a President, the Board of Regents utilized services of Dr. Hugh Prather to conduct that search and upon completion of the search they did a little Board workshop with Dr. Prather to get the Board and new President on board together and figure how best to work together. Within that framework they established a process by which the Board would evaluate the President on a regular basis and they also discussed and put into place a requirement for the Board to evaluate itself and they are at the point to do this. They need to go into Executive Session to discuss this a little bit. They will not actually do the evaluation today but will arrive at a process to do it and then they will do it and it would be Board President Powers intention to share this with the public. Board President Powers stated during the deep dive Regent Damian Martinez had to get off the phone. He is actually out of the State on family issues and had to leave. He was on the line for about half of the deep dive. The Board down to three members to continue. Board President Powers stated he would entertain a motion to enter into Executive Session.

Regent Ortega moved to enter into Executive Session to discuss limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, or investigation or consideration of complaints or charges against an employer for Board of Regents Self Review. Second – Regent Montrose. Roll Call vote was taken, Regent Ortega – yes, Regent Montrose – yes, Board President Powers – yes. Motion passed unanimously. The Board of Regents entered into Executive Session at 11:17AM.

Regent Ortega moved to return from Exec. Session. Second – Regent Montrose – Roll call Vote was taken. Regent Ortega – yes, Regent Montrose – yes, Board President Powers – yes. Motion passed unanimously. Regent Ortega stated no action was taken and discussion was limited to the item advertised and announced.

XIII. ADJOURNMENT

Regent Ortega moved to adjourn. Second – Regent Montrose. Motion passed unanimously. The Board of Regents adjourned at 11:42AM.

APPROVED:



Kevin F. Powers, Board President



D. Chris Ortega, Vice President