

The Governing Board of Central New Mexico Community College convened for a regular meeting on September 8, 2015, at 5 p.m., at the Westside Campus, WS-1, Room 304 Lecture Hall, 10549 Universe Boulevard NW, Albuquerque, New Mexico.

Ms. Moore, Chair, called the meeting to order at 5:10 p.m. and stated notice of the meeting had been posted in accordance with the Open Meetings Act.

Diana Chavez, clerk of the Board, called roll.

Present:	Deborah L. Moore, Chair Mark D. Armijo, Vice Chair Pauline J. Garcia, Secretary Michael D. DeWitte (arrived at 5:21 p.m.) Blair L. Kaufman Robert P. Matteucci, Jr.
Absent:	Virginia M. Trujillo

PUBLIC COMMENT

There were no requests for public comment.

APPROVAL OF THE AGENDA

Ms. Moore introduced for consideration approval of the agenda. Mr. Kaufman made and Ms. Garcia seconded a motion to approve the agenda. The vote on the motion was: Ms. Moore—yes; Mr. Armijo—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

ITEMS OF GENERAL CONSENT

Minutes of the August 11, 2015, meeting and Resolution 2015-53, Employment of Personnel

Ms. Moore introduced for consideration approval of the minutes of the August 11, 2015 meeting (see pages 30740-30742) and Resolution 2015-53, employment of personnel (see pages 30811-30812). Ms. Garcia made and Mr. Matteucci seconded a motion to approve the items jointly. The vote on the motion was: Ms. Moore—yes; Mr. Armijo—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

President's Report

President Katharine Winograd began her report by announcing that Governor Susana Martinez chose CNM's Main Campus as the site to hold a recent press conference to announce her initiative for increasing internship opportunities for college students in New Mexico (see pages 30813-30814). Dr. Winograd thanked Westside Campus staff for hosting the Board meeting. She presented the CNM Candy Dish award to the speakers of Convocation 2015 that were in attendance at the Board Meeting including: Faculty members David Beach and Susan Johnson, and Director of Internal Audit Allen Leatherwood. She also presented a CNM Candy Dish award to Eric Christopher Garcia for his efforts in making the Suncat Savings Challenge for students a success; and to Magda Martinez for her efforts in pursuing and securing a TRIO Grant for the Montoya Campus. President Winograd also acknowledged Wayne Kibler, Andrew Litts, Uvaldo Medina, Joey Santa Ana, Chris Rierson, Larrison Nelson, Clarence Chavez and Anthony Jaramillo who all assisted during a planned power outage at the Westside Campus over the summer to keep disruptions to a minimum for students and employees. She reported that Fall Term enrollment was almost 26,000 students with registration continuing for late-start classes. She stated she attended a graduation event for the first group of nursing students who graduated from the New Mexico Nursing Education Consortium curriculum. They graduated with associate degrees from CNM and bachelor's degrees from UNM simultaneously. Dr. Winograd announced a transfer website was available for students transferring from CNM to a university or from another institution to CNM. She thanked Academic Affairs and the Marketing & Communications Office for their work in launching this new

website. Lastly, she invited everyone to attend the L Building Grand Opening Ceremony that will also serve as the 50th Anniversary Celebration for CNM on September 18.

Reports of Standing Committees

Mr. Kaufman, Audit Committee Chair, stated the Committee met on August 20, and approved agenda items 13) Follow-up Audit 2015-03 Post Implementation of Workforce Training Center's Lumens Software Audit and 14) Internal Audit 2015-03 Payroll Practices with Emphasis on Overtime Management Audit.

The Capital Outlay Committee did not meet in August.

Mr. Matteucci, Finance Committee member, stated the Committee had met on August 27 and reviewed the preliminary report of actuals that is required by the Higher Education Department, which documented flat revenue. He stated with the help of staff keeping expenses down, the college's budget was within proper limits.

Mr. DeWitte, Planning Committee Chair, stated the Committee had met on August 18 and received an update on Coordinated Program Entry that showed a more diverse student population in 10 of the programs within the School of Health, Wellness & Public Safety. He stated the Committee also heard a report on the Early Alert Initiative program recommended by the Higher Learning Commission, which alerts faculty and staff of students who might be struggling and offers assistance to help them overcome obstacles, persevere and succeed in their courses. Lastly, he stated that CNM would be part of a fund monitoring visit from the U.S. Department of Education Office of Career Technical & Adult Education, reviewing how New Mexico institutions use Perkins funds.

Mr. Armijo, Executive Committee member, stated the committee had met on August 26 and discussed the recommended management member for the Labor Relations Board. The committee also approved the Governing Board agenda.

US Department of Education Visit Report

President Winograd reported on the recent U.S. Department of Education visit/audit. She stated CNM was given short notice of the visit and provided written documentation to the Department prior to its visit. She stated they mainly looked at attendance policies, financial aid practices and how CNM assures online students are doing their own work. Dr. Winograd stated Lee Carrillo and his staff spent long hours with the Department and she thanked them for their efforts. She said the visitors were pleased with CNM's work and she noted three findings that included: CNM does not properly acknowledge Constitution Day; documentation process was needed for the Emergency Alert program; and documentation for drug and alcohol policies were needed. Rudy Garcia, dean of students, created a report documenting CNM's compliance with the 1989 amendment to the Drug Free Schools and Community Act. He stated the report contained an outline of programs and procedures for employees and students required by the U.S. Department of Education. Dr. Winograd thanked Dr. Garcia for his work on the report. Ms. Garcia stated she knew CNM offered assistance to employees and students but appreciated the details of the report and updated information.

Westside Campus Report

Holly DeWees, student success team leader for the Westside Campus, presented the Westside Campus report and stated that 3,080 students were enrolled at the campus as of September 8. She stated there were three buildings on campus with 65 full-time staff members and 107 faculty members. She stated the resident programs were Pharmacy Technician, Nursing Assistant and the Physical Therapy Assistant program that would be starting in Fall 2016. She noted that students could also complete a liberal arts degree at the campus. Ms. DeWees stated that Ventana Ranch, Volcano Vista and Taylor Ranch were the main areas supported by the Campus and she reviewed various student services available at the Campus. She stated following a 2014 multi-campus survey, students ranked Westside Campus highest for comfort, technology and safety. She noted the campus was working to improve campus signage and a system for conference room reservations. She also noted that 716 individuals were served at the TaxHelp New Mexico office at the campus. Lastly, she stated the Campus also recently hosted a

Speaker Series and a faculty music recital, and a “What’s at Westside?” event to inform students about the services available at the Campus was scheduled for September. Eugene Padilla, associate vice president for Student Services, thanked Ms. DeWees for her service and stated this was her last campus report as she prepares for her retirement in January. He presented her with a gift.

RESOLUTION 2015-54, APPOINTMENT OF MANAGEMENT REPRESENTATIVE FOR LABOR RELATIONS BOARD

Ms. Moore introduced for consideration Governing Board Resolution 2015-54, appointment of Management Representative to the Labor Relations Board (see pages 30815-30819). Tom Manning, senior labor relations manager, requested approval of the resolution that would appoint Keith C. Mier as the management member to the Labor Relations Board. He stated it would be the first time in approximately 15 years that a new management member would be appointed. He stated Mr. Mier was an attorney with Sutin, Thayer and Browne, and had experience in employment and education law. Ms. Garcia made and Mr. Armijo seconded a motion to approve the resolution. The vote on the motion was: Ms. Moore—yes; Mr. Armijo—yes; Ms. Garcia—yes; Mr. DeWitte—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

RESOLUTION 2015-55, APPOINTMENT OF UNION REPRESENTATIVE FOR LABOR RELATIONS BOARD

Ms. Moore introduced for consideration Governing Board Resolution 2015-55, appointment of Union Representative to the Labor Relations Board (see pages 30820-30822). Mr. Manning requested approval of the resolution that would re-appoint Ahmad Assed as the union member to the Labor Relations Board. Mr. Armijo made and Ms. Garcia seconded a motion to approve the resolution. The vote on the motion was: Ms. Moore—yes; Mr. Armijo—yes; Ms. Garcia—yes; Mr. DeWitte—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

RESOLUTION 2015-56, FOLLOW-UP AUDIT 2015-03: POST IMPLEMENTATION OF WORKFORCE TRAINING CENTER’S LUMENS SOFTWARE AUDIT

Ms. Moore introduced for consideration Governing Board Resolution 2015-56, Follow-up Audit 2015-03: Post Implementation of Workforce Training Center’s Lumens Software Audit (see pages 30823-30830). Mark Lovato, senior staff auditor, presented the resolution and stated two findings were resolved following the initial audit and the two remaining findings should be resolved as noted in the management response on the written report. Mr. Kaufman made and Ms. Garcia seconded a motion to approve the resolution. The vote on the motion was: Ms. Moore—yes; Mr. Armijo—yes; Ms. Garcia—yes; Mr. DeWitte—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

RESOLUTION 2015-57, INTERNAL AUDIT 2015-03: PAYROLL PRACTICES WITH EMPHASIS ON OVERTIME MANAGEMENT

Ms. Moore introduced for consideration Governing Board Resolution 2015-57, Internal Audit 2015-03: Payroll Practices with Emphasis on Overtime Management (see pages 30831-30844). Lisa Archuleta, staff auditor, presented the resolution and stated the audit resulted in five findings; however, it did note that employees were not receiving excessive overtime. Mr. Kaufman made and Mr. Armijo seconded a motion to approve the resolution. The vote on the motion was: Ms. Moore—yes; Mr. Armijo—yes; Ms. Garcia—yes; Mr. DeWitte—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

BOARD COMMENT

As Planning Committee Chair, Mr. DeWitte clarified that the Early Alert Initiative was in a pilot phase with the hopes of expanding it if successful. Mr. Kaufman thanked Ms. DeWees for her service. Ms. Moore also thanked Ms. DeWees for her time and dedication to the College.

NEXT MEETING ANNOUNCEMENT

Ms. Moore announced that the next regular meeting of the Governing Board would be Tuesday, October 13, 2015, at 5 p.m., at the Main Campus, Richard Barr Board Room, 835 Buena Vista Dr. SE,

30809

Albuquerque, New Mexico. She also announced items to be considered for the October 13 agenda should be submitted to the Board Chair, the President's Office or the Marketing and Communications Office by September 28.

ADJOURNMENT

The meeting adjourned at 5:59 p.m.

APPROVED:

ATTEST:

Chair

Secretary