The Governing Board of Central New Mexico Community College convened for a regular meeting on November 9, 2010, at 5 p.m. in the Richard Barr Board Room, 835 Buena Vista Dr. SE, Albuquerque, New Mexico.

Mr. Matteucci called the meeting to order at 5:15 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: Robert P. Matteucci, Chair
Penelope S. Holbrook, Vice Chair
John B. Mondragon, Secretary
Blair L. Kaufman (arrived at 5:12 p.m.)
Deborah L. Moore
Carmie Lynn Toulouse

Absent: Michael D. DeWitte

APPROVAL OF THE AGENDA

Mr. Matteucci introduced for consideration approval of the agenda. Ms. Holbrook made and Ms. Moore seconded a motion to approve the agenda as written. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

ITEMS OF GENERAL CONSENT

Minutes of the October 12, 2010, meeting; Resolution 2010-61, Employment of Personnel; and Resolution 2010-62, Deletion of Inventory

Mr. Matteucci introduced for consideration approval of the minutes of the October 12, 2010, meeting (see pages 26506-26508); Resolution 2010-61, employment of personnel (see pages 26545-26546); and Resolution 2010-62, deletion of inventory (see pages 26547-26552). Ms. Holbrook made and Dr. Mondragon seconded a motion to approve the items jointly. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

President’s Report

President Katharine W. Winograd recognized former Governing Board member and Chairman Richard Barr for his 12 years of service to CNM (see pages 26553-26554). She stated that although the country, state and college have all been impacted severely by the economy, the accomplishments made by CNM, it’s faculty and staff as they relate to Strategic Directions Goals have continued. Dr. Winograd reviewed accomplishments that align with the Strategic Direction Goals:

Student Success
- More than 80 percent of first-time, full-time, degree-seeking students who entered CNM in Fall 2009, were retained for Spring 2010
- 3,359 students graduated with a certificate or degree in 2009-10
- Graduation awards had increased 67 percent over the last 5 years
- Nursing program waitlist was eliminated
- $34.2 million in student financial aid was distributed in Fall 2010
- Federal funding was extended for five additional years for CNM’s TRiO program
- Library services were expanded to all campuses
- Developing a Curriculum “DACUM,” a successful national model, was implemented for program review and development
- Improvements were made to the GED process including decreasing wait times for GED preparation and decreasing the time for students to receive test results
- CNM Foundation was able to permanently fund the Rust Opportunity Assistance Fund for emergency scholarships that help students in need

Partnerships and Community Building
- CNM partnered with the New Mexico School Leadership Institute and offered a professional development leadership institute for charter school principals
- CNM partnered with K-12 to offer high school students Financial Literacy dual-credit courses
- Increased 2+2 agreements with New Mexico universities
Building on CNM’s Multi-faceted Diversity

- CNM continues to serve a diverse student body: 40 percent Hispanic; 35 percent White; 7.5 percent Native American and 3.5 percent African American
- Cooperative for Teaching & Learning was launched to provide faculty comprehensive and authoritative resources for teaching at CNM
- Eliminated 24 administrative positions and holding about 60 staff positions vacant due to budget cuts; despite budget cuts, CNM has remained committed to hiring new faculty to support the ever-increasing student population
- Second Annual Veterans’ Support Service Fair held on Main Campus

Strengthening CNM’s Comprehensive Identity

- The Fall Term Graduation Ceremony was added to the already existing Spring Term Graduation to accommodate more students
- Purchased property on Alameda Boulevard to house the Advanced Technology Center to help CNM meet the career and technical education needs of our community and students
- The Workforce Training Center served over 7,000 individuals seeking professional development or specialized training over the past year
- Held the fourth annual Convocation for faculty and staff, helping to reinforce the Vision, Mission and Values of the College
- South Valley Campus celebrated its 15th Anniversary

Innovating to Sustain CNM’s Success for Future Generations

- The three newest buildings on campus were designed to meet LEED Silver certification
- A six-month Strategic Planning Process was completed by the CNM Foundation resulting in plans for a performance-based scholarship and five success scholarships
- A new Faculty Chair Model was implemented with the first graduates from the Chair Academy set for mid-November
- Three of the Academic Quality Improvement Project (AQIP) planning teams completed their work
- New college-wide action projects were developed
- Electronic time reporting was implemented
- A new emergency alert system was implemented
- CNM Connect model was developed and implemented to help all students become knowledgeable about all of the resources and services that can help them succeed, both at CNM and in the community

Governing Board Committee Reports

Ms. Holbrook, Audit Committee chair, stated the committee had met on October 28 and the external audit conference was reviewed. She also stated the committee reviewed and approved agenda item 10—the internal audit report 2010-04—Small Construction Projects audit.

Mr. Kaufman, Capital Outlay Committee chair, stated the committee had met on October 26 to review the deletion of inventory and agenda item 8—the Southwest Mesa Master Plan.

Ms. Toulouse, Finance Committee chair, stated the committee met on October 29 and received a first quarter budget report and reviewed and approved agenda item 6—the Bond Election Proclamation.

Dr. Mondragon, Planning Committee chair, stated the committee met in October 27 to discuss agenda item 9—program eliminations and consolidations.

Mr. Matteucci, Executive Committee chair, stated the committee had met on October 28 and approved the November Board meeting agenda.

CNM Foundation Report

JJ Parsons, CNM Foundation Chair, stated a strategic plan was implemented to help support the increasing number of students. She stated in the 20 years of the Foundation’s existence, over $30 million had been raised. Ms. Parsons also stated a 5-year plan was being developed to increase the endowment, establish success scholarships and create performance-based scholarships. Ms. Holbrook thanked the Foundation and Ms. Parsons for their accomplishments.
Mr. Matteucci introduced for consideration Governing Board Resolution 2010-63, Election Proclamation—Bond Election (see pages 26555-26580). Katherine Ulibarri, vice president for Planning and Budget, requested approval of the resolution calling for a bond election on February 1, 2011, for the sale of bonds not to exceed $70,000,000. She stated, if passed, the proceeds from the sale would fund approximately 18 renovation projects currently listed on the facilities master plan. Paul Cassidy, RBC consultant, reviewed CNMs bond rating details and interest rates for this bond sale, stating this sale would not result in a tax increase. Ms. Toulouse made and Ms. Holbrook seconded a motion to approve the resolution. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

Mr. Matteucci introduced for consideration Governing Board Resolution 2010-64, Election Proclamation—Governing Board Election (see pages 26581-26602). Ms. Ulibarri requested approval of the resolution calling for a February 1, 2011 Governing Board Election for Governing Board seats in Districts 2, 4 and 6. Mr. Kaufman made and Ms. Moore seconded a motion to approve the resolution. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

Mr. Matteucci introduced for consideration Governing Board Resolution 2010-65, Award of Bid P-302 for the Southwest Mesa Campus Master Plan (see pages 26603-26614). Charlotte Gensler, director of Purchasing, presented the resolution, stating eight offers were received for the development of the campus master plan for CNM’s 40 acres on the southwest mesa. She stated all eight offers were reviewed and ranked by an internal team and the recommendation had been approved by the Capital Outlay Committee. She requested approval of the top ranked firm, Architectural Research Consultants, Inc. Ms. Holbrook made and Ms. Moore seconded a motion to approve the resolution. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

Mr. Matteucci introduced for consideration Governing Board Resolution 2010-66, Program Eliminations and Consolidations (see pages 26615-26616). Beth Pitonzo, vice president for Academic Affairs, stated the resolution contained five certificate programs eliminations and one program consolidation. Nicholas Spezza, dean of the School of Health, Wellness & Public Safety, and Sydney Gunthorpe, dean of the School of Business & Information Technology, presented information on the affected certificate programs and presented the reasons for the eliminations and consolidations. The certificate programs presented for elimination were: Internal Revenue Service Enrolled Agent Preparation Certificate; Tax Preparer for Individual Certificate; Medical Coding Certificate; Emergency Room Technician Certificate; Court Reporting/Steno Transcription Certificate. The course consolidation would combine the Nursing Assistant Home Health Attendant and the Health Unit Coordinator certificate programs. Students in the affected majors would be notified and allowed to complete their coursework within a specific timeline. Dr. Pitonzo stated one faculty member would be affected; however, the individual was preparing for retirement. Dr. Mondragon made and Ms. Holbrook seconded a motion to approve the resolution. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

Mr. Matteucci introduced for consideration Governing Board Resolution 2010-67, Internal Audit Report 2010-04—Small Construction Projects (see pages 26617-26624). Allen Leatherwood, director of Internal Audit, presented the resolution, stating that projects under $100,000 were reviewed. He stated there were four findings—three of which he considered minor. Mr. Kaufman made and Ms. Moore seconded a motion to approve the resolution. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

Mr. Matteucci introduced for consideration Governing Board Resolution 2010-68, Revision to Employee Handbook Section 5.02: C.5.A, Actions Which May Change an Employee’s Rate of Pay—Reorganization (see pages 26625-26628). Robert Brown, vice president for Administrative Services, presented the resolution, stating the language change would allow for an employee’s salary to be adjusted following a reorganization and change in job duties. He stated the employee would not be affected salary-wise for one year following the reorganization and he stated this was common practice. Ms. Holbrook made and Dr. Mondragon seconded a motion to approve the resolution. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.
PUBLIC COMMENT

No requests for public comment were submitted.

BOARD COMMENT

Ms. Toulouse suggested the Governing Board compose a letter to the City regarding concerns with the Lead/Coal construction project surrounding Main Campus. President Winograd stated she had received few complaints since the construction began; however, she offered to draft a letter for the Board’s review. Mr. Kaufman stated he would speak to City Councilor Ray Garduno about the matter. Mr. Kaufman announced that November 11 was Veteran’s Day and thanked the Veteran’s within the CNM community.

NEXT MEETING ANNOUNCEMENT

Mr. Matteucci announced that the next regular meeting of the Governing Board would be Tuesday, December 14, 2010, at 5 p.m. in Room 101 at CNM’s Workforce Training Center, 5600 Eagle Rock Ave. NE, Albuquerque, New Mexico. He also announced items to be considered for the December agenda should be submitted to the Board Chair, the President’s Office or the Marketing and Communications Office by November 29.

Mr. Matteucci adjourned the meeting at 6:04 p.m.

APPROVED:

Chair

ATTEST:

Secretary