The Governing Board of Central New Mexico Community College convened for a regular meeting on December 13, 2011, at 5 p.m., at the CNM Workforce Training Center, Room 101, 5600 Eagle Rock Ave. NE, Albuquerque, New Mexico.

Mr. Kaufman, acting Chair, called the meeting to order at 5:02 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: Blair L. Kaufman, Vice Chair
Penelope S. Holbrook, Secretary
Mark Armijo
Robert P. Matteucci
Michael D. DeWitte
Deborah L. Moore

Absent: John B. Mondragon

STATEMENT OF CLOSED MEETING

Mr. Kaufman stated the Governing Board had met in closed session on December 6, 2011, to discuss collective bargaining and personnel matters. The collective bargaining discussion was closed pursuant to Sections 10-15-1 (H)(5) and 10-15-1 (I)(2), and the personnel discussion was closed pursuant to Sections 10-15-1 (H)(2) and 10-15-1 (I)(2) New Mexico Statutes Annotated 1978 (2005 Cumulative Supplement). The meeting related only to those matters listed on the notice of meeting and no action was taken.

APPROVAL OF THE AGENDA

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

ITEMS OF GENERAL CONSENT

Minutes of the November 8, 2011, meeting and Resolution 2011-63, Employment of Personnel

Mr. Kaufman introduced for consideration approval of the minutes of the October 11, 2011, meeting (see pages 27200-27202) and Resolution 2011-63, employment of personnel (see pages 27296-27297). Ms. Holbrook made and Mr. Armijo seconded a motion to approve both items jointly. The vote on the motion was: Mr. Kaufman—yes; Ms. Holbrook—yes; Mr. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Moore—yes. Motion carried.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

President’s Report

President Katharine W. Winograd thanked everyone who participated in the Fall Graduation Ceremony that honored over 530 graduates (see pages 27298-27299). She congratulated CNM instructor Charlene Selbee and her Event Planning Class for coordinating a CPR training event on Main Campus. She stated volunteers from CNM’s Emergency Medical Services program and Albuquerque Fire Department helped train over 80 participants. President Winograd stated that general education courses would be offered beginning with Spring 2012 term at the new Advanced Technology Center. She recognized students from the Film Crew Technician program for producing 10 half-hour programs for local public access channels. Dr. Winograd reminded everyone that the college would be closed beginning Saturday, December 17, 2011 through January 1, 2012. She thanked staff that would be working over the break and wished everyone a Happy Holiday.

Board Committee Reports

Mr. Kaufman, Audit Committee chair, stated the committee had not met since the last Board meeting; however, the committee brought forward agenda item 7—External Audit for full Board consideration.

Ms. Holbrook, Capital Outlay Committee chair, stated the committee had met on November 22 and considered agenda item 8—award of bid for Max Salazar Hall and Smith Brasher Hall fan upgrade project. She also reported that the generator/transformer project at Montoya Campus had been postponed until summer 2012.
Ms. Moore, Finance Committee chair, stated the committee had met on November 29 and considered the fiscal watch report and discussed budget projections and the proposed funding formula. She thanked Martin Serna, who was to retire at year’s end, for his expertise and years of service to CNM.

Mr. DeWitte, Planning Committee chair, stated the committee had met on November 15 and considered agenda item 11—program eliminations. He stated the deans presented certificate programs that were being proposed for elimination on the basis of financial aid eligibility, entry level job availability or job advancement.

Mr. Kaufman reported on behalf of Dr. Mondragon, Executive Committee chair, and stated the committee had met on November 30 to consider the Board meeting agenda.

WORKFORCE TRAINING CENTER REPORT
Dr. Susan Murphy, executive director of the Workforce Training Center, presented the report. She introduced Workforce Training Center staff and discussed offerings, contract training, economic development partnerships and activities at the WTC.

CNM FOUNDATION ANNUAL REPORT
JJ Parsons, CNM Foundation Board Chair, presented the CNM Foundation’s annual report stating 2012 marks the 20th anniversary of the Foundation. She stated the Foundation Board had been assessing successes and areas needing improvement, and she reviewed tasks that the Foundation Board and Foundation staff had been working on, including: 1) restructure the business and financial systems to create greater oversight and efficiencies; 2) reorganize staff roles and responsibilities to create more capacity for additional fundraising; and 3) create a strategic plan for the Foundation Board that would focus on fundraising opportunities for the Rust Opportunity Scholarship, Success Scholarship, Milestone Fund, and growing the endowment. Ms. Parsons thanked the Foundation staff and she stated that the 2011 fundraising goal was surpassed by $200,000.

RESOLUTION 2011-64, EXTERNAL AUDIT
Mr. Kaufman introduced for consideration Governing Board Resolution 2011-64, External Audit (see pages 27300-27368). Amy Cherne of Kardas, Abeyta & Weiner, P.C., Certified Public Accountants, stated the firm conducted the external audit of the College and the Foundation for fiscal year ending June 30, 2011 and the audit had yielded an unqualified opinion, revealing no material weaknesses or exceptions to procedures. She reviewed the balance sheets and financial statements that revealed the good overall health of the college. She reviewed three significant deficiencies, one minor finding and discussed the corrective action being made by administration. Ms. Cherne stated there were no findings for the CNM Foundation and findings from the prior year, for both CNM and the CNM Foundation, had been resolved. Mr. Kaufman thanked Ms. Cherne and her fellow staff who worked on the audit and he also thanked CNM staff for their cooperation. Ms. Holbrook made and Mr. Matteucci seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Ms. Holbrook—yes; Mr. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Moore—yes. Motion carried.

RESOLUTION 2011-65, AWARD OF BID FOR MAX SALAZAR HALL AND SMITH BRASHER HALL FAN UPGRADE PROJECT
Mr. Kaufman introduced for consideration Governing Board Resolution 2011-65, award of bid for Max Salazar Hall and Smith Brasher Hall fan upgrade project (see pages 27369-27372). Luis Campos, executive director for Physical Plant Department, presented the resolution, stating the project’s bid process was complete and B & D Industries was the apparent low bidder with a total project cost of $450,000. He stated the supply and return air fans in both buildings had reached the end of their life cycle and needed to be replaced. He also stated if approved, the project could begin before the holiday break and be completed in early January 2012. Due to a possible conflict of interest, Mr. DeWitte recused himself from the vote. Ms. Holbrook made and Ms. Moore seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Ms. Holbrook—yes; Mr. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Moore—yes. Motion carried.

RESOLUTION 2011-66, NOTICE OF PUBLIC MEETINGS
Mr. Kaufman introduced for consideration Governing Board Resolution 2011-66, Notice of Public Meetings (see pages 27373-27376). President Winograd presented the resolution that outlines how CNM would meet state regulations on postings of public meetings. Mr. DeWitte made and Mr. Armijo seconded a motion to
RESOLUTION 2011-67, BOARD MEETING SCHEDULE FOR 2012
Mr. Kaufman introduced for consideration Governing Board Resolution 2011-67, Board meeting schedule for 2012 (see pages 27377-27378). President Winograd presented the resolution, stating the schedule for Governing Board meetings would continue to rotate among all of the campuses. Mr. Armijo made and Ms. Moore seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Ms. Holbrook—yes; Mr. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Moore—yes. Motion carried.

RESOLUTION 2011-68, PROGRAM ELIMINATIONS
Mr. Kaufman introduced for consideration Governing Board Resolution 2011-68, Program Eliminations (see pages 27379-27388). Diane Burke, dean of the School of Applied Technologies, said the resolution would eliminate several certificate offerings that do not lead to employment, advancement and/or do not qualify for financial aid. She stated that most courses would remain optional for students as part of a program or degree. She reviewed Applied Technologies eliminations. Sydney Gunthorpe, dean of the School of Business and Information Technologies, Nicholas Spezza, dean of the School of Health, Wellness and Public Safety, and Erika Volkers, associate dean of the School of Communication, Humanities & Social Sciences, all presented their respective schools’ recommendations for elimination. Mr. DeWitte made and Ms. Holbrook seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Ms. Holbrook—yes; Mr. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Moore—yes. Motion carried.

REVISION TO RESOLUTION 2011-51, EMPLOYEE COMPENSATION PLAN
Mr. Kaufman introduced for consideration a revision to Governing Board Resolution 2011-51, Employee Compensation Plan (see pages 27389-27392). President Winograd stated that the Governing Board had adopted the original resolution with language allowing a two percent nonrecurring increase for employees if funding became available. She requested approval to offer a $900 nonrecurring salary increase to all eligible employees that would be included in the final paycheck of the year. Ms. Moore made and Mr. Armijo seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Ms. Holbrook—yes; Mr. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Moore—yes. Motion carried. President Winograd thanked the Governing Board for their support for all CNM employees.

PUBLIC COMMENT
There were no requests for public comment.

BOARD COMMENT
Ms. Moore thanked the staff for their hard work. Mr. Matteucci wished everyone a Happy Holiday.

NEXT MEETING ANNOUNCEMENT
Mr. Kaufman announced that the next regular meeting of the Governing Board would be Tuesday, January 10, 2011, at 5 p.m., in Room 101, Rio Rancho Campus, 2601 Campus Blvd. NE, Rio Rancho, New Mexico. He also announced items to be considered for the January agenda should be submitted to the Board Chair, the President’s Office or the Marketing and Communications Office by December 16.

Mr. Kaufman adjourned the meeting at 6:07 p.m.

APPROVED: ATTEST:
___________________________________   _________________________________
Chair        Secretary