

The Governing Board of Central New Mexico Community College convened for a regular meeting on June 12, 2012, at 5 p.m., in the Richard Barr Board Room, Student Resource Center, 836 Buena Vista Dr. SE, Albuquerque, New Mexico.

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

#### PUBLIC COMMENT

There were no requests for public comment.

#### STATEMENT OF CLOSED MEETING

Mr. Kaufman stated that the Governing Board met in closed session on June 6, 2012, to discuss collective bargaining and personnel matters. The meeting was closed pursuant to Section 10-15-1 (H)(5) and 10-15-1 (I)(2) for collective bargaining matters, and Section 10-15-1 (H)(2) and 10-15-1 (I)(2) for personnel matters, 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. Ms. Saiers 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; Ms. Saiers—yes. Motion carried.

#### ITEMS OF GENERAL CONSENT

##### Minutes of the May 8, 2012, meeting and Resolution 2012-33, Employment of Personnel

Mr. Kaufman introduced for consideration approval of the minutes of the May 8, 2012, meeting (see pages 27690-27693), and Resolution 2012-33, employment of personnel (see pages 27736-27737). Mr. DeWitte made and Ms. Holbrook seconded a motion to approve the items jointly. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

#### REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

##### President's Report

President Katharine W. Winograd began her report by recognizing CNM students that won gold medals during the state SkillsUSA competition and qualified to attend the National SkillsUSA Championships in Kansas City later in June (see pages 27738-27739). The students in attendance introduced themselves and announced the competitions in which they would be competing. In continuing with the new employee recognition program during the Board meetings, Dr. Winograd recognized Wanda Helms, director of Contracts and Grants, for her work on updating the policies and procedures for the CNM Foundation. She also recognized Ben Wakashige, recently retired director of Library Services, for his service to the College. President Winograd also reported that CNM and UNM signed three agreements related to the STEM UP grant, which seeks to increase the number of graduates in STEM fields. She explained the agreements included a Biology transfer degree, a data sharing agreement and an enrollment services agreement—all created to assist students within the STEM fields and to ease transfers from CNM to UNM. She announced that CNM joined the City of Albuquerque, Bernalillo County and New Mexico Appleseed to address issues of child hunger during the summer months. CNM nutrition students and dual-credit students would help serve food to children and teach

them about nutrition and exercise. Dr. Winograd also announced the GED graduation Ceremony was scheduled on June 16, 2012, at 10 a.m. at Popejoy Hall. She reminded everyone that the new Google student email system would be launched on Monday, June 18, with additional information available on CNM's website.

#### Board Committee Reports

Mr. Kaufman, Audit Committee chair, stated the committee met on May 22 and approved agenda items 8—selection of external auditor; 10—Internal Audit Report 2012-03: Human Resources Practices; and 11—2012-13 Audit Plan.

Ms. Holbrook, Capital Outlay Committee chair, stated the committee met on May 29 and considered agenda item 9—Five-Year Capital Projects Master Plan.

Ms. Moore, Finance Committee chair, stated the committee met on May 21 and reviewed the final fiscal watch report for fiscal year 2012.

Mr. DeWitte, Planning Committee chair, stated the committee had met on May 15 and heard reports from the Security and Safety departments. He stated the Action Project Teams also presented the year-end reports.

Mr. Kaufman, Executive Committee chair, stated the committee had met on May 30 to consider the Board meeting agenda.

#### RESOLUTION 2012-34, SELECTION OF EXTERNAL AUDITOR

Mr. Kaufman introduced for consideration Governing Board Resolution 2012-34, selection of external auditor (see pages 27740-27741). Charlotte Gensler, director of Purchasing, stated a request for proposals resulted in six responsive offers for external audit services for CNM. She stated the Governing Board Audit Committee served as the review/selection committee and recommend approval for the selection of Abeyta, Weiner and Cherne, P.C. to perform the external audit for CNM for the fiscal year ending June 30, 2012. Ms. Moore made and Mr. Armijo seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

#### RESOLUTION 2012-35, FIVE-YEAR CAPITAL PROJECTS MASTER PLAN

Mr. Kaufman introduced for consideration Governing Board Resolution 2012-35, Five-Year Capital Projects Master Plan (see pages 27742-27745). Katherine Ulibarri, vice president for Finance and Operations, presented the resolution, stating that CNM submits annual updates of the five-year capital projects master plan to the New Mexico Higher Education Department with a full update every five years. She explained a new planning process for the development of the plan was created. She reviewed the schedule of projects and responded to questions. Ms. Holbrook made and Mr. Matteucci seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

#### RESOLUTION 2012-36, INTERNAL AUDIT REPORT 2012-03 HUMAN RESOURCES PRACTICES

Mr. Kaufman introduced for consideration Governing Board Resolution 2012-36, Internal Audit Report 2012-03 Human Resources Practices (see pages 27746-27765). Allen Leatherwood, director of Internal Audit, stated the audit objective was to review hiring practices and that the audit was scheduled in the 2012 audit plan. He reported nine findings and stated administration had responded and was taking corrective action. Ms. Moore made and Ms. Saiers seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

#### RESOLUTION 2012-37, 2012-13 AUDIT PLAN

Mr. Kaufman introduced for consideration Governing Board Resolution 2012-37, 2012-13 Audit Plan (see pages 27766-27780). Mr. Leatherwood requested approval for the 2012-13 Audit Plan. He stated input was sought by CNM employees and administration in developing the plan and it contained six new audits. Ms. Moore made and Ms. Holbrook seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

BOARD COMMENT

There were no Board comments.

NEXT MEETING ANNOUNCEMENT

Mr. Kaufman announced that the next regular meeting of the Governing Board would be Tuesday, July 10, 2012, at 5 p.m., in Room SV-10, South Valley Campus, 5816 Isleta Boulevard SW, Albuquerque, New Mexico. He also announced items to be considered for the July agenda should be submitted to the Board Chair, the President's Office or the Marketing and Communications Office by June 25.

Mr. Kaufman adjourned the meeting at 5:36 p.m.

APPROVED:

ATTEST:

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Chair

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Secretary