

The Governing Board of Central New Mexico Community College convened for a regular meeting on May 14, 2013, at 5 p.m., in the Smith Brasher Hall Auditorium, 717 University Boulevard SE, Albuquerque, New Mexico.

Mr. DeWitte, 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: Michael D. DeWitte, Chair  
 Mark D. Armijo, Vice Chair  
 Deborah L. Moore, Secretary  
 Pauline J. Garcia  
 Penelope S. Holbrook  
 Blair L. Kaufman  
 Robert P. Matteucci, Jr.

#### PUBLIC COMMENT

Carolyn Olson addressed the Governing Board regarding faculty employment and hiring concerns.

#### APPROVAL OF THE AGENDA

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

#### ITEMS OF GENERAL CONSENT

##### Minutes of the April 9, 2013, meeting and Resolution 2013-25, Employment of Personnel

Mr. DeWitte introduced for consideration approval of the minutes of the April 9, 2013, meeting (see pages 28344-28347), and Resolution 2013-25, employment of personnel (see pages 28526-28527). Mr. Kaufman made and Ms. Holbrook seconded a motion to approve the items jointly. The vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Moore—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

#### REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

##### President's Report

President Katharine Winograd began her report by presenting the CNM Candy Dish Award to Distance Learning employees Patricia Miera, Jessica Rosazza-Williams, Hallie Ray and Audrey Gramstad (see pages 28528-28529). She stated with their efforts, CNM's course Introduction to Teaching and Learning Online received a national award from Blackboard Inc., in which instructors are taught how to effectively engage online students. She also recognized Brian Sailer, biology instructor for receiving a Blackboard Award for his outstanding online teaching methods. Dr. Winograd presented a video from the American Association of Community Colleges that recognizes CNM as the National Student Success Award winner. She stated graduation, transfer and dual credit numbers have all increased and she thanked CNM employees for their hard work. She reported that 4,182 degrees and certificates would be awarded for the Spring Term—the most awards given in a single term. President Winograd announced plans to open an Early College High School in collaboration with APS on CNM's Main Campus. She stated students would take high school classes and dual-credit college classes and graduate with a CNM certificate, associate degree or enough college credits to enter a university as a junior. She thanked APS and Governor Martinez for supporting the school. She stated that summer term would begin on May 20 and the last day to register for full-term classes is May 24.

Board Committee Reports

Mr. Kaufman, Audit Committee chair, stated the committee had met on April 18 and reviewed and approved agenda item 8—audit follow-up report; and item 9—Audit Charter revision.

Mr. Armijo, Capital Outlay Committee chair, stated the committee had met on May 6 and reviewed and approved agenda item 10—revision to the 2014 Master Plan; and item 11—Long-Term Capital Plan that is required by the New Mexico Higher Education Department.

Ms. Moore, Finance Committee chair, stated the committee had met on April 25 and discussed the budget status report.

Mr. DeWitte, Planning Committee chair, stated the committee had met on April 16 and heard the Operational Plan for Developmental Education—agenda item 6c; considered agenda item 7—College Calendar; and heard updates from the strategic planning teams.

Mr. DeWitte, Executive Committee chair, stated the committee had met on May 1 to approve the Board agenda.

Operational Plan for Developmental Education

Pam Etre-Perez, dean of the School of Adult and General Education and Amy Christenson, chair of English, English as a Second Language and GED programs, presented the plan (see pages 28530-28536). Ms. Etre-Perez stated the plan was mandated by the New Mexico Higher Education Department to support Governor Martinez’s plan to transform developmental education in New Mexico. She stated that a planning team developed the plan that reviewed the two major components of the School of Adult & General Education (SAGE): 1) Developmental Education with approximately 8,000-10,000 students; and 2) Adult Basic Education with approximately 3,500 students offering preparation for GED and ESL Literacy instruction. She also noted that no certificates or degrees are given in (SAGE). Ms. Christenson and Ms. Etre-Perez reviewed the following goals within the plan: improve college readiness, accelerate progress for retention and completion; measure and improve outcomes of initiatives; expand student support services; and support faculty professional development. Ms. Garcia made and Ms. Moore seconded a motion to accept the report as an informational item. The vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Moore—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried. President Winograd acknowledged Ms. Etre-Perez who would be retiring from CNM.

RESOLUTION 2013-26, COLLEGE CALENDAR

Mr. DeWitte introduced for consideration Governing Board Resolution 2013-26, College Calendar (see pages 28537-28540). Samantha Sengel, chief communication and government relations officer, presented the college calendar that included three consecutive academic years. She requested approval of the 2013-14 calendar in final form and approval of the 2014-15 and 2015-16 calendars in draft form. She noted that modification to the key had been made changing the term “holiday” to “college closure” and the spring break listed in March 2014 was moved to align with UNM’s spring break. Ms. Sengel noted that CNM’s spring break no longer aligns with APS’s spring break. Mr. Kaufman made and Ms. Holbrook seconded a motion to approve the resolution. Following discussion, the vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Moore—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

RESOLUTION 2013-27, FOLLOW-UP AUDIT 2013-01: 2011-01 NON-DISCRIMINATION WAIVER AUDIT

Mr. DeWitte introduced for consideration Governing Board Resolution 2013-27, Follow-Up Audit 2013-01: 2011-01 Non-Discrimination Waiver Audit (see pages 28541-28545). Allen Leatherwood, director of Internal Audit, stated three of the four original audit findings were fully resolved. He reported that the fourth finding was tied to the annual review of SB-582 pool of students that would determine if they could meet residency requirements after a year of attending CNM under the waiver. He stated students’ eligibility was reviewed, however; a plan for future review was not developed. Mr. Leatherwood reported that a second follow-up would be included in the audit plan. Mr. Kaufman made and Ms. Holbrook seconded a motion to approve the resolution. The vote on the motion

was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Moore—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

RESOLUTION 2013-28, AUDIT CHARTER REVISION

Mr. DeWitte introduced for consideration Governing Board Resolution 2013-28, Audit Charter Revision (see pages 28546-28556). Mr. Leatherwood stated in preparation for an upcoming External Peer Review of the Internal Audit Department, he was proposing minor language changes to the Audit Charter. He noted the changes would update the auditing standards followed by the department based on the International Professional Practices Framework (IPPF) published by the Institute of Internal Auditors. Mr. Kaufman made and Mr. Armijo seconded a motion to approve the resolution. The vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Moore—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

REVISION TO RESOLUTION 2013-18, MASTER PLAN

Mr. DeWitte introduced for consideration a revision to Governing Board Resolution 2013-18, Master Plan (see pages 28557-28560). Luis Campos, executive director for the Physical Plant, reminded the Board that a new approval process was implemented and the first annual master plan was approved last month. He noted that after further review, administration was requesting approval to add some large projects, out-of-cycle projects and Information Technology Services (ITS) projects and ITS maintenance projects to the annual plan for 2014. He stated that future planning should eliminate these types of revision with the exception of out-of-cycle projects that may occur without notice. Mr. Armijo made and Ms. Holbrook seconded a motion to approve the resolution. The vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Moore—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

RESOLUTION 2013-29, LONG-TERM CAPITAL PLAN

Mr. DeWitte introduced for consideration Governing Board Resolution 2013-29, Long-Term Capital Plan (see pages 28561-28564). Mr. Campos presented the resolution stating the submission of a Board-approved long-term capital projects plan was required annually by the New Mexico Higher Education Department. He stated that the plan listed proposed projects and previously approved projects with construction underway. Ms. Holbrook made and Mr. Armijo seconded a motion to approve the resolution. The vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Moore—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

BOARD COMMENT

Mr. DeWitte recognized CNM administration, faculty and staff for the 1,800 associate degrees and over 2,300 certificates awarded to students. He thanked Ms. Etre-Perez for her service to CNM.

NEXT MEETING ANNOUNCEMENT

Mr. DeWitte announced that the next regular meeting of the Governing Board would be Tuesday, June 11, 2013, at 5 p.m., at the Rio Rancho Campus, Room 101, 2601 Campus Blvd. NE, Rio Rancho, New Mexico. He also announced items to be considered for the June agenda should be submitted to the Board Chair, the President's Office or the Marketing and Communications Office by May 24.

ADJOURNMENT OPEN SESSION AND CONVENE CLOSED SESSION

Mr. Armijo made and Ms. Moore seconded a motion to adjourn the open session of the Governing Board meeting and convene to a closed session to discuss collective bargaining matters pursuant to Sections 10-15-1 (H)(5) and 10-15-1 (I)(2), New Mexico Statutes Annotated 1978. The open session of the meeting adjourned at 5:46 p.m.

APPROVED:

ATTEST:

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Chair

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Secretary