

The Governing Board of Central New Mexico Community College convened for a regular meeting on March 14, 2017, at 5 p.m. at the Main Campus, Student Resource Center, Richard Barr Board Room, 835 Buena Vista Dr. SE, Albuquerque, New Mexico.

Ms. Garcia, Acting 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.

OATHS OF OFFICE

Newly elected and re-elected Board members took their oaths of office. Administering the oaths were the honorable Shannon Bacon for Nancy Baca; the honorable Ted Baca for Annette Chavez y De La Cruz; the honorable Michael Bustamonte for Michael Glennon; the honorable Tommy Jewell for Tom Swisstack and Pauline Garcia. (see pages 32210-32214)

Erin Bradshaw, clerk of the Board, called roll.

Present: Pauline J. Garcia, Acting Chair
Robert P. Matteucci, Jr., Acting Vice Chair/Secretary
Nancy Baca
Annette Chavez y De La Cruz
Michael Glennon
Tom Swisstack
Virginia M. Trujillo

PUBLIC COMMENT

There were no requests for public comment.

STATEMENT OF CLOSED MEETING

Ms. Garcia stated the Governing Board met in closed session on February 28, 2017, to discuss collective bargaining, personnel and legal matters. The collective bargaining discussion was closed pursuant to Sections 10-15-1 (H)(5) and 10-15-1 (I)(2); the personnel discussion was closed pursuant to Section 10-15-1 (H)(2) and 10-15-1 (I)(2); and the legal matter was closed pursuant to Section 10-15-1 (H)(7), New Mexico Statutes Annotated 1978 (2005 Cumulative Supplement). She stated no action was taken.

APPROVAL OF THE AGENDA

Ms. Garcia introduced for consideration approval of the agenda. Mr. Matteucci made and Mr. Swisstack seconded a motion to approve the agenda. The vote on the motion was: Ms. Baca—yes; Ms. Chavez y De La Cruz—yes; Ms. Garcia—yes; Mr. Matteucci—yes; Mr. Swisstack—yes; Ms. Trujillo—yes. Motion carried.

ITEMS OF GENERAL CONSENT

Minutes of the February 14, 2017, Meeting; Resolution 2017-07, Employment of Personnel

Ms. Garcia introduced for consideration approval of the minutes of the February 14, 2017, meeting (see pages 32182-32185) and Resolution 2017-07, Employment of Personnel (see pages 32215-32216). Mr. Matteucci made and Mr. Swisstack seconded a motion to approve the items jointly. The vote on the motion was: Ms. Baca—yes; Ms. Chavez y De La Cruz—yes; Ms. Garcia—yes; Mr. Glennon—yes; Mr. Matteucci—yes; Mr. Swisstack—yes; Ms. Trujillo—yes. Motion carried.

President's Report

President Winograd began her report by welcoming the newly elected Board Members, Annette Chavez y De La Cruz and Michael Glennon. (see pages 32217-32218) She introduced Debrilla Rachford, and Valerie Gurule, who were named to the Phi Theta Kappa New Mexico All-State Academic Team for

their outstanding academic record and community involvement. Saday Gonzalez, who was unable to attend the meeting, was also recognized for making the All-State Academic Team. President Winograd announced that CNM ranked number one in the country in the number of associate degrees and certificates earned by Hispanics in the 2014-15 Academic Year. She also noted that one of CNM's Strategic Direction Student Success Goals was achieved with this award, which was to be number one in the country in total graduation awards for both Hispanics and Native Americans. CNM also ranked number one for total graduation awards to Native Americans in 2014-15. Dr. Winograd announced that a team of CNM surveying students won the National Society of Professional Surveyors' Student Competition in the Associate Degree Division held in Washington D.C. Their surveying project included the use of drone technology. She continued by recognizing three students from CNM's Electrical Trades Program who were named 2017 Siemens Technical Scholars by the Aspen Institute. The Aspen Institute recognized CNM's Electrical Trades Program as an exemplary program nationwide and awarded two of the CNM students with \$10,000 scholarships, and the third student earned a \$3,500 scholarship. President Winograd announced the new partnership between CNM Ingenuity and Harmonix Technologies. CNM would offer Information Technology (IT) storage solutions to state institutions and provide the storage space while Harmonix would manage the hosting services. She thanked the staff in Information Technology Services (ITS), CNM Ingenuity and Harmonix for this partnership. Dr. Winograd stated that the College & Career High School on Main Campus was accepting applications for the 2017-18 academic year and lastly, she reminded everyone that registration was open for the Summer Term.

FY17 & FY18 Budget Presentation – Kathy Ulibarri and Tracy Hartzler

Kathy Ulibarri, vice president for Finance & Operations, and Tracy Hartzler, associate vice president for planning, budget, policies & records, presented an overview of the Fiscal Year 2017 (FY17) budget update, FY18 Budget Preview and a review of the state economy, global economy and CNM's economy. (see pages 32219-32239) Ms. Ulibarri began the presentation by confirming that the general consensus for the economy is uncertainty and that nationalistic trends were becoming more common around the world. She discussed New Mexico's economy, including the low 1.1% population increase in New Mexico, the unemployment rate and jobs picture, housing and property values, and the price of oil, all of which affect CNM's budget. Ms. Hartzler provided a review of CNM's Strategic Direction Goals and how they relate to the economy and influence the budget process. She noted that CNM began experiencing an enrollment decline in 2010 due to changes in the economy. Ms. Hartzler reported that CNM receives funding from the State of New Mexico, local property tax support, tuition & fees, and other revenues. She stated that in both 2016 and 2017, CNM received mid-year budget cuts and the college has continued to adjust the operating budget downward. Due to an enrollment decline, tuition and fee revenues were lower and expenses were reduced by employee benefit changes, department reorganizations, and unfilled job vacancies. Ms. Hartzler stated that FY18 capital revenues and spending would remain high due to the 2016 local bond projects, but operational expenditures were expected to be lower than FY16 and FY17 levels.

Reports of Standing Committees

Tom Swisstack, acting Audit Committee chair, reported that the committee met on February 16, and that Internal Audit 2017-01 and Follow up Audit 2017-01 were presented to the committee. The next meeting was scheduled for March 16 at 5 p.m.

Ms. Trujillo, Capital Outlay Committee chair, stated that there was no meeting in February. The next meeting was scheduled for March 29.

Mr. Matteucci, Finance Committee chair, reported that Wanda Helms presented the Quarterly Financial Report for second quarter FY17; Gerrie Becker requested approval for vendor selection for Desktop and Laptop Personal Computers; and Derrick Welch provided an update on the legislative session. The next meeting was scheduled for March 30 at 5 p.m.

Ms. Baca, acting Planning Committee chair, reported the committee met on February 21 and she stated that Tamra Mason presented the Discontinuance of the Optical Dispensing Transfer Program;

Eugene Padilla presented a Welcome Center and Contact Center Update; and Glenn Damiani gave an update on Enrollment Services. The next meeting was scheduled for March 30 at 4 p.m.

Ms. Garcia, Executive Committee acting chair, announced that the Executive Committee met on February 22. The agenda for the March 14 Governing Board Agenda was approved and she stated the organization of the Board would take place at the next Board meeting. The next Executive Committee meeting was scheduled for March 29 at 5 p.m.

RESOLUTION 2017-08, FOLLOW-UP AUDIT 2017-01: PAYROLL PRACTICES WITH EMPHASIS ON OVERTIME MANAGEMENT

Ms. Garcia introduced for consideration Governing Board Resolution 2017-08, Follow-up Audit 2017-01, Payroll Practices with Emphasis on Overtime Management. (see pages 32240-32248) Lisa Archuleta, internal auditor, presented for the Board's approval, Follow-up Audit 2017-01, Payroll Practices with Emphasis on Overtime Management. This is a follow-up to Audit 2015-03, approved in September 2015. Ms. Archuleta reported that there were five findings in the original audit, with four issues resolved and one partially resolved. Mr. Swisstack made and Ms. Baca seconded a motion to approve the resolution. The vote on the motion was: Ms. Baca—yes; Ms. Chavez y De La Cruz—yes; Ms. Garcia—yes; Ms. Garcia—yes; Mr. Matteucci—yes; Mr. Swisstack—yes; Ms. Trujillo—yes. Motion carried.

RESOLUTION 2017-09, INTERNAL AUDIT 2017-01: ADMINISTRATIVE LEAVE PRACTICES

Ms. Garcia introduced for consideration Governing Board Resolution 2017-09, Internal Audit 2017-01, Administrative Leave Practices. (see pages 32249-32256) Allen Leatherwood, director for internal auditors, stated that this audit had five findings, recommendations were made and dates for resolution had been established. Mr. Swisstack made and Ms. Trujillo seconded a motion to approve the resolution. The vote on the motion was: Ms. Baca—yes; Ms. Chavez y De La Cruz—yes; Ms. Garcia—yes; Mr. Matteucci—yes; Mr. Swisstack—yes; Ms. Trujillo—yes. Motion carried.

RESOLUTION 2017-10, VENDOR SELECTION FOR DESKTOP AND LAPTOP PERSONAL COMPUTERS

Ms. Garcia introduced for consideration Governing Board Resolution 2017-10, Vendor Selection for Desktop and Laptop Personal Computers (see pages 32257-32258). Gerrie Becker, senior director for Purchasing, requested approval for vendor selection of Desktop and Laptop Personal Computers. She stated that CNM received three responsive bids: Hewlett Packard, Dell, and Lenovo. She announced that Hewlett Packard was the recommended vendor with the lowest bid received in the amount of \$683,256.09. Mr. Matteucci made and Mr. Swisstack seconded a motion to approve the resolution. The vote on the motion was: Ms. Baca—yes; Ms. Chavez y De La Cruz—yes; Ms. Garcia—yes; Mr. Matteucci—yes; Mr. Swisstack—yes; Ms. Trujillo—yes. Motion carried.

RESOLUTION 2017-11, REVISION TO EMPLOYEE HANDBOOK SECTION 12.15, POLICY ON ADVERTISING, SPONSORSHIP, DISTRIBUTION, AND SOLICITATION

Ms. Garcia introduced for consideration Governing Board Resolution 2017-11, revision to the Employee Handbook Section 12.15 Policy on Advertising, Sponsorship, Distribution, and Solicitation (see pages 32259-32265). Michael Anaya, senior director of policies, procedures and records management, requested approval for the resolution that proposed a revision to policy language. He also stated that the new policy would direct third parties to obtain approval from CNM's Marketing and Communications Office prior to soliciting on campus and that each request would be evaluated based on reasonable time, place and manner to help prevent inappropriate conduct from occurring. Mr. Matteucci made and Mr. Swisstack seconded a motion to approve the resolution. The vote on the motion was: Ms. Baca—yes; Ms. Chavez y De La Cruz—yes; Ms. Garcia—yes; Mr. Matteucci—yes; Mr. Swisstack—yes; Ms. Trujillo—yes. Motion carried.

RESOLUTION 2017-12, AY17-18 ACADEMIC PROGRAM ADDITIONS & DISCONTINUATIONS

Ms. Garcia introduced for consideration Governing Board Resolution 2017-12, AY17-18 Academic Program Additions & Discontinuations. (see pages 32266-32267) Tamra Mason, dean of the School of Health, Wellness & Public Safety, presented this resolution to the Board and stated that the program began in 2015 with the support of the community. She stated that due to low enrollment, a dearth of faculty and a poor job outlook for graduates, the decision was made to discontinue the program. Ms. Trujillo made and Ms. Baca seconded a motion to approve the agenda. The vote on the motion was: Ms. Baca—yes; Ms. Chavez y De La Cruz—yes; Ms. Garcia—yes; Mr. Matteucci—yes; Mr. Swisstack—yes; Ms. Trujillo—yes. Motion carried.

BOARD COMMENT

Member Swisstack thanked President Winograd and CNM staff for their effort in promoting economic development. Ms. Trujillo agreed with Mr. Swisstack's sentiment and Pauline Garcia welcomed new Board members Michael Glennon and Annette Chavez y De La Cruz.

NEXT MEETING ANNOUNCEMENT

Ms. Garcia announced that the next regular meeting of the Governing Board would be Tuesday, April 11, 2017, at 5 p.m. at the Main Campus, Student Resource Center, Richard Barr Board Room, 835 Buena Vista Dr. SE, Albuquerque, New Mexico.

ADJOURNMENT

The meeting adjourned at 6:19 p.m.

APPROVED:

ATTEST:

Chair

Secretary