

**UNM-VALENCIA CAMPUS ADVISORY BOARD  
MINUTES OF THE REGULAR MEETING  
TUESDAY, FEBRUARY 5, 2013**

**BOARD MEMBERS PRESENT**

Mr. Paul T. Luna, Chair  
Ms. Belinda Martinez, Secretary  
Mrs. Eloisa Tabet, Member  
Ms. Corrine Sedillo, Member  
Mr. Russell Griego, Member

**GUESTS**

Kamie Hopper, All-State Team Member  
Ashley Cook, All-State Team Member

**OTHERS PRESENT**

Dr. Alice V. Letteney, Campus Executive Director  
Dr. Richard Sax, Dean of Instruction  
Mr. Andrew Sanchez, Director Campus Resources  
Elaine Clark, Faculty Assembly President  
Dan Chadborn, Student Government Vice-President  
Ms. Kathy Dorcas, Staff Association President  
Chad Perry, Sr. Public Information Officer  
Ronnie McComb, Exec Admin/Notetaker  
Ms. Julia Dendinger, *Valencia County News-Bulletin*

Members of the UNM-Valencia Campus Advisory Board met for a Regular Meeting in the Administration Conference Room at 5:00 pm on Tuesday, February 5, 2013.

**I. PUBLIC FORUM**

No issues were raised in the Public Forum.

**II. CALL TO ORDER**

Chairman Luna called the meeting to order at 5:10 pm.

**III. APPROVAL OF AGENDA**

Mr. Griego moved to approve the Agenda as written. Ms. Sedillo seconded the motion. All members present voted "aye."

**IV. BOARD BUSINESS**

**A. Adoption of Minutes of Regular Meeting, August 7**

Ms. Sedillo moved to adopt the minutes of the Regular November 6 meeting as read. Mrs. Tabet seconded the motion. All members voted "aye."

**V. DIRECTOR'S OFFICE**

**A. Department Update**

Dr. Letteney introduced the new Student Government President Dan Chadborn. Former President Victor Escobar has transferred to main campus and has on-going surgeries for a shoulder injury, and it was considered best that then Vice-President Dan Chadborn take over as President. The new Vice-President is Michael Hopper.

**NMACC All-State**

The two NMACC All-State team members Kamie Hopper (spouse of Student Government Vice-President) and Ashley Cook introduced themselves to the Board. Kamie Hopper will decided to major in Nuclear or Chemical Engineering after she has completed core classes which are common to both degrees. Ashley Cooke received her Associates last May and was also the Valedictorian; her major is Biochemistry with a minor in mathematics. Both students will receive a two-year scholarship from public colleges in New Mexico.

**Gala**

Dr. Letteney reviewed a sample of donated Silent Auction pieces which were on display in the conference room. A hand painted silk scarf from Cheri Reckers, one of 5 large pieces of glass

art, and a huge basket of cookware and pasta ingredients donated by Nick Blea/Lone Mountain Construction. Gala sponsors include the Huning Family, Corrine Sedillo, Eloisa Tabet and Kandi Cordova. Dr. Letteney complemented Russell Griego and all members of the hard-working Development Board.

### **Legislative Issues**

Dr. Letteney reported that the Legislature is waiting to see what the State's revenues are, and how these revenues will be impacted by the sequestration of federal funds. The Governor and the Legislative Finance Committee (LFC) have issued budget recommendations – the LFC better for two-year colleges with a proposed 6% increase – but it is unsure what the outcome will be.

### **Certificate Programs**

The campus continues to seek approval from UNM to award workforce certificates of less than 30 credit hours. The UNM branches are the only two-year colleges in the State not receiving revenue from programs such as Certified Nursing Assistant and Phlebotomy which we offer. In addition to this, the percentage of funding for course completion is falling. Last year completion funding was 82%, this year the Governor's budget is only 5% and the LFC 48%. A flat or only slightly increased budget is anticipated.

### **Federal Funding**

President Obama indicated today that he is seeking to delay the date of sequestration which would cut our federally funded programs by 5%. While there has not been any notification from program officers, campus program coordinators have been advised to ensure that they have 5%-6% available should the sequestration take effect on March 1.

### **Admin Fee**

Andrew Sanchez is a member of the UNM Committee on branch overhead rates. Although the actual cost of branch admin support to UNM is our current rate of 2.81% the committee is recommending an increase of 0.19% to President Frank. Although it seems that UNM is determined to increase the admin fee, the rate will ultimately be negotiated between the Board and President Frank who has been authorized to do so by the Board of Regents. It is anticipated that a meeting will be set up in the next four – six weeks to negotiate the rate.

### **Endowment**

Dr. Letteney announced that the Endowment has reached over 1 million dollars; nearly half of this total has been raised by matching funds from Hispanic Serving Institute Grants.

### **B. Title V**

There were no questions on the Title V reports.

## **VI. INSTRUCTION**

The Report included updates from Richard Sax, **Lockdown Training, Lobomail workshops, TK20 Assessment, Game Design Program, Valencia Tenure & Promotion, The 2<sup>nd</sup> Annual New Mexico Filmfest, Business Technology & Fine Arts, The Fitness & Wellness Center, The Learning Center and the Library.**

### **A. Department Update**

Dr. Sax updated the meeting on workshops sessions held before classes started to familiarize faculty with the new Lobomail system, and a follow-up on a previously held security and lock-down session.

### **New Programs**

The Autotech, Game Design Associates degree and Game Design Certificate programs have been approved by the Provost's Office and will go before the Board of Regents tomorrow. (February 6).

### **Filmfest**

Dr. Sax provided an overview of the Filmfest scheduled for Friday February 8<sup>th</sup> featuring films either shot or filmed in New Mexico. The highlight of the day will be a lunch-time panel discussion featuring The Milagro Beanfield War author John Nichols.

### **B. Faculty Assembly Update**

Dr. Clark reported on proposed changes to the Faculty Handbook relating to conflict resolution processes, and promotion paths for Lectures. Changes should be completed by the end of the academic year. Dr. Clark also stated that she will not run for Faculty Assembly President again.

## **VII. STUDENT SERVICES**

The report provided by Mr. Vigil included information on the following: **Recruitment; Registration/Admissions; Financial Aid; Testing; Academic Advisement; Community Education Services and TRiO Upward Bound.**

### **A. Department Update**

#### **Enrollment as of the 21 day count:**

Headcount	2,507	2.3% down
FTE	1,370	7.4% down
Dual Credit	614 which is an all-time record high.	

### **B. Student Government Update**

Features at the Student Government Welcome Back Day included:

- Information on HACU scholarships and internships
- A representative from the Study Abroad program
- A representative from Highlands Social Work Program
- Free pizza
- Student Government representatives and members of Phi Theta Kappa, encouraged students to participate in the "Commit to Graduate" Drive.

Scholarship applications are currently being collected and there are currently 30 applicants for 10 awards. The applications will be reviewed by a Grading Committee and Financial Aid Manager Bill Bloom will make the final awards.

Student Government also plans to assist the Wellness Center with a Breast Cancer Awareness Day and a food drive.

Three student senators will be selected from 6 applicants at tonight's meeting, filling the senate roster.

Finally Mr. Chadborn reported that he and Michael Ceschiat had assisted artist Judy Chicago at her studio in Belen as part of a Community Outreach Project

It was suggested that the *Valencia County News-Bulletin* should be approached to publish an interview with the Student Government team.

## **BUSINESS OPERATIONS**

### **A. Department Update**

#### **Budget**

Mr. Sanchez reported that only preliminary budget recommendations are available at this time, but it is known that the ERB restoration will be 1.5% and ERB payments will increase by 0.75% with a recommended 1% increase in compensation. It is hoped not to increase tuition, however this decision will be impacted by the following considerations which could require a tuition increase:

- the amount of the final State appropriation
- IDC Contribution changes of approximately \$30,000
- increased salary and health care benefits of up to \$30,000
- possible increases in utility costs
- required funding for Grant matches
- decrease in revenue due to reduced enrollment
- increases to accommodate enrollment growth
- The Valencia Campus Tuition Policy

In anticipation of a slight increase in appropriations the campus will return to the process of considering requests for department budget increases in line with the Strategic Plan.

#### **Main Campus Admin Fee**

The Committee (of which Mr. Sanchez is a member) set up to investigate Administrative Fee charges, has been meeting since last November. The Committee looked at major areas of Institutional Support and took out areas where no services are used by the campus. Although it has been established that there is no justification for it, UNM was seeking a 3.6% increase which has been negotiated down to 0.19%: this would take the fee to 3%. This 3% increase would include the cost of supporting the Foundation and a portion of Wynn Goering's salary – a charge opposed by the branches – but which is included under Branch Admin Services. The Advisory Board will have to meet with the Board of Regents to renegotiate/approve the increase. Mr. Sanchez stated that he would keep the Board informed.

Discussion followed on dates for the Board member Swearing-in and Budget meetings. Mrs. Tabet and Ms. Sedillo both requested Judge Bill Sanchez to preside. It was agreed that the Swearing-in will be held separately from the Budget meeting sometime in the week of March 25, and the Budget meetings would be held on April 12 or 13<sup>th</sup>.

### **B. Staff Association**

Ms. Dorcas reported that Staff Association are planning a "Jumble Sale" to raise funds and that they hope to provide some kind of workshop for staff later in the semester.

## **VIII. ADDITIONS TO THE AGENDA**

There were no additions to the Agenda.

## **IX. ADJOURNMENT**

Mr. Griego moved to adjourn the meeting. Mrs. Tabet seconded the motion. All members voted "aye". The meeting adjourned at 6.22 pm.

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Paul Luna, Chairman