

**UNM-VALENCIA CAMPUS ADVISORY BOARD  
MINUTES OF THE REGULAR MEETING  
TUESDAY, FEBRUARY 6, 2018**

**BOARD MEMBERS PRESENT**

Mr. Paul Luna, Chair  
Ms. Belinda Martinez, Secretary  
Mrs. Eloisa Tabet, Member  
Ms. Roberta Scott, Member  
Mr. Russell Griego, Member

**OTHERS PRESENT**

Dr. Alice V. Letteney, Chief Executive Officer  
Mr. Rick Goshorn, Director of Business Operations  
Dr. Laura Musselwhite, Dean of Instruction  
Mr. Hank Vigil, Director Student Affairs  
Mr. Jon Lechel, Sr. Public Relations Specialist  
Ms. Mary McCarthy, Staff Association President  
Katherine Creagan, Modrall Sperling  
Clint Atkins, Modrall Sperling  
John Archuleta, George K. Baum & Company  
Ms. Denise Sanchez, Exec Admin/Notetaker

Members of the UNM-Valencia Campus Advisory Board met for a Regular meeting in the Administration Conference Room on Tuesday, February 6, 2018.

**I. PUBLIC FORUM**

No items were raised in the Public Forum.

**II. CALL TO ORDER**

Chairman, Paul Luna, called the meeting to order at 5:02 pm.

**III. APPROVAL OF AGENDA**

**A. Additions to the Agenda**

Mr. Griego moved to approve the agenda without any additions or changes. Mrs. Tabet seconded the motion and all members present voted "Aye."

**IV. BOARD BUSINESS**

**A. Adoption of Minutes of Regular Meeting November 7, 2018**

Ms. Scott moved to adopt the minutes of the Regular Meeting of November 7, 2017. Mr. Griego seconded the motion and all members present voted "Aye."

**B. Adoption of Bond Resolution**

Mr. Griego moved to adopt the Bond Resolution as read. Mrs. Tabet seconded the motion and all members present voted "aye."

**V. DIRECTOR'S OFFICE**

**A. Department Update**

Dr. Letteney stated that the Soup-R-Bowl event was a tremendous success and that 340 bowls were sold at \$15.00 per bowl. The proceeds will go towards scholarships for art students.

Last week two of our Phi Theta Kappa students, Nalley Carmona and Melissa Ober, were honored at the All-State Team Recognition Ceremony in Santa Fe.

Dr. Letteney stated that we are hoping that the 2% increase in compensation recommended by the house will pass the senate and be signed by the governor.

We anticipate this year's college budget to be level funded. Adjustments may have to be made later.

Our current enrollment is level with last years. As of yesterday, we were .3% down in headcount and 1.6% down in FTE.

Mr. Luna congratulated Dr. Letteney for being elected as the 2017 Citizen of the Year by the Greater Belen Chamber of Commerce. Mr. Luna stated that the board is thankful and honored to have Dr. Letteney as our Chief Executive Officer.

Mr. Luna provided copies to board members of a letter that he wrote to the new incoming UNM President, Garnett Stokes. The letter welcomes President Stokes and also states how the board wishes to retain local control of the branch campuses, with respect to maintaining our current chief officer structure.

#### **B. Title V**

There were no questions on the Title V report.

### **VI. INSTRUCTION**

The Report included updates from **The Dean; ABE; Business & Technology and Fine Arts Division; Highway to Success; The Learning Center and the Library.**

#### **A. Department Update**

Dr. Musselwhite had no additions to her report.

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

Mr. Hobbs stated that the tenure and Promotion Committee voted to grant tenure to the three candidates listed in his report, Melanie Sanchez-Dinwiddie, Julia So, and Heather Wood.

### **VII. STUDENT SERVICES**

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

#### **A. Department Update**

Mr. Vigil stated that as mentioned by Dr. Letteney, our enrollments for the spring are level with last year's. End of term numbers will now be the focus.

Mr. Vigil also stated that the SAGE, Advisor Trac, and Award Spring software programs are now being implemented.

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

There were no questions on the Student Government report.

### **VIII. Business Operations**

The report provided by Mr. Goshorn included information on the following: **Current Fiscal Operations; Statewide Budget Outlook; UNM Valencia Budget Outlook for FY 2019; 2016 Local Bond Capital Projects Update; 2018 Local Bond Approval & Associated Projects; Personnel Matters**

#### **A. Department Update**

Mr. Goshorn highlighted a few points on his submitted report. The current fiscal position of the campus remains stable. Revenue sources to the campus continue to perform at budgeted levels with the exception of the Summer and Fall tuitions, which fell short of budgeted expectations by \$5,315 and \$71,517 respectively. Spring tuition revenues are exceeding expectations slightly.

Campus expenditures are tracking appropriately, and no expectation of significant deviations exist.

The statewide Budget outlook is good; oil and natural gas production is up. State reserves are at 10% which helps tremendously with bond issues.

Higher Ed proposals that have changed since the report are, 1% of new funding and a 4% reallocation. A 2% compensation increase has been recommended. Compensation increases are not always funded at 100%, so there will be a need to find the funding for a part of I & G salaries.

It will become necessary to improve IT operations in Academics which will likely require additional recurring funding - to what extent has yet to be determined.

Mr. Goshorn stated that at this time he is not recommending an increase in tuition or fees.

Mr. Goshorn discussed various projects that are underway to enhance the campus facilities and reviewed new hires and vacancies.

**A. Staff Association**

A Garage Sale is being planned and will be held on the same day as Earth Day. Donations are being taken for the Garage Sale.

A Staff Appreciation Day will be held in May; hot dogs will be served.

A letter was received from the Valencia County Sheriff's Office thanking the campus for the toys they received from the Toys for Tots drive in December.

**B. ADDITIONS TO THE AGENDA**

Dr. Letteney asked the board to forward any suggestions or changes they may have, regarding the Operating Agreement to Ms. Sanchez.

**C. ADJOURNMENT**

Ms. Tabet moved to adjourn the meeting. Ms. Scott seconded the motion. All members voted "aye."  
Mr. Luna adjourned the meeting at 6:42 pm.

/s/ Paul Luna, Chairman