

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

BOARD MEMBERS PRESENT

Mr. Paul Luna, Chair (by phone)
Ms. Belinda Martinez, Secretary
Mrs. Eloisa Tabet, Member

BOARD MEMBERS ABSENT

Mr. Russell Griego, Member
Ms. Roberta Scott, Member

OTHERS PRESENT

Dr. Alice V. Letteney, Chief Executive Officer
Mr. Rick Goshorn, Director of Business Operations
Mr. Hank Vigil, Director Student Affairs
Mr. Jon Lechel, Sr. Public Relations Specialist
Mr. Tim Gutierrez, Staff Association President
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, November 6, 2018.

I. PUBLIC FORUM

No items were raised in the Public Forum.

II. CALL TO ORDER

Board Secretary, Belinda Martinez, called the meeting to order at 5:01pm.

III. APPROVAL OF AGENDA

A. Additions to the Agenda

Mrs. Tabet moved to approve the Agenda without any additions or changes. Mr. Luna seconded the motion. All members present voted "Aye."

IV. ADOPTION OF MINUTES

A. Adoption of Minutes of Regular Meeting August 7, 2018

Mrs. Tabet moved to adopt the Minutes as read. Mr. Luna seconded the motion and all members voted "Aye."

B. Approve Operating Agreement

Dr. Letteney noted one change done by President Stokes – page 4 of 5, under Additional Statutory Requirements, paragraph 3: July 1, 2018 thru June 30, 2020, (the amount of time the agreement is in effect was changed to two years instead of four years). Mr. Luna moved to approve the Operating Agreement as presented. Mrs. Tabet seconded the motion and all members voted "Aye."

V. DIRECTOR'S OFFICE

A. Department Update

Dr. Letteney stated that the Board of Regents, Finance and Facilities Committee, met today and tabled the approval for the West Side Facility proposal to be presented at this year's legislation.

The five UNM Advisory Boards were inadvertently left off the new election law. Judge David K. Thompson ordered that the five branches left out of the election act will be able to retain their current board members through this legislative session, when presumably the legislation will be amended to include them. This means we do not have to have elections in February. Assuming

that the legislation does the amendment, our board members will remain in place until the November 2019 regular local election.

Our representatives from the New Mexico Association of Community Colleges met with the Council of University Presidents, four year representatives, and NMICC from the independent colleges yesterday regarding the LFC's recommendation of only a 2.5% increase into the formula.

Mr. Goshorn is serving on the Search Committee for the Vice President of Administration. The position has been changed from Executive Vice President to Senior Vice President.

Dr. Letteney is serving on the Enrollment Management Committee.

B. Title V

There were no questions on the Title V report.

VI. INSTRUCTION

The Report included updates from **The Dean and the Library.**

A. Department Update

Dr. Musselwhite is currently attending a Dual Credit Conference in Texas. There were no questions on the Instruction report.

B. Faculty Assembly Update

Mr. Hobbs reported that faculty have been presenting and attending conferences, they also host a national two year chemistry conference here at Valencia Campus.

VII. STUDENT SERVICES

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

A. Department Update

Mr. Vigil stated that the application process is underway for student recruitment for the Upward Bound Program at the three high schools that we serve.

Rita Garcia is our new student recruiter. Danny Bustos retired last August.

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; Current Projects; Personnel Matters; Campus Security Updates**

A. Department Update

Mr. Goshorn stated that last year we had a very good fiscal year. Our reserves were increased significantly.

Our Report of Actuals has been submitted to the State and everything went well.

Phase II of our Solar installation on the Academics Building has been completed and is in operation. The actual monitoring system is not in place yet, but Mr. Goshorn feels it is well over 100% of what that building needs to operate. Mr. Goshorn will be delivering a lecture on Energy Saving at the Whitfield Center on the 15th.

The ten solar picnic tables have been ordered, and should be delivered by mid November.

Other upgrades currently underway – carpet and other finishes throughout campus, access control, other security projects and timeclock software.

Phase III of the solar installation is currently in the design phase. Installation will be at the VCTC and Health Sciences buildings.

The Clery Report has been completed and submitted. Mr. Goshorn commented that this is a very safe campus. Building coordinator meetings are ongoing and Fire and Security systems will be tested in the next month.

A. Staff Association

Mr. Gutierrez announced the new members of the Staff Association. The Annual Department Halloween Contest was held on October 31st. The first place winner was the Library, second place was Health Sciences, SBDC and Upward Bound, and third place was Administration.

Staff Association, campus police and the Veterans Affairs office at UNM-Valencia have teamed up for a fundraiser for the Local Blue Star Mothers organization. The donation will be presented during the Veteran's Day Celebration held on campus November 8th.

Staff Association is working on getting name badges for all staff on campus. They will also begin planning the Professional Development Day, which they are hoping to have on December 10th.

B. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

C. ADJOURNMENT

Mrs. Tabet moved to adjourn the meeting. Ms. Martinez seconded the motion. All members voted "aye."

Ms. Martinez adjourned the meeting at 5:28 pm.

Paul Luna, Chairman