

**UNM-VALENCIA CAMPUS ADVISORY BOARD  
MINUTES OF THE REGULAR MEETING  
TUESDAY, FEBRUARY 7, 2012**

**BOARD MEMBERS PRESENT**

Mr. Paul T. Luna, Chairman  
Ms. Belinda Martinez, Secretary\*  
Mrs. Eloisa Tabet, Member  
Mr. Russell Griego, Member

**BOARD MEMBERS ABSENT**

Ms. Corrine Sedillo, Member

**VISITORS**

Tracy Owen PTK Advisor  
Kristen Waring, All-State Student

**OTHERS PRESENT**

Dr. Alice V. Letteney, Campus Executive Director  
Mr. Andrew Sanchez, Director Campus Resources  
Dr. Richard Sax, Dean of Instruction  
Hank Vigil, Director Student Affairs  
Dr. Elaine Clark, Faculty Assembly President  
Mr. Victor Escobar, Student Government President  
Ms. Nanci Nielsen, Staff Association President  
Dr. Wynn Goering, President's Office  
Chad Perry, Sr. Public Information Officer  
Ms. 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 7, 2012.

**I. PUBLIC FORUM**

No issues were raised in the Public Forum.

Dr. Goering was welcomed to the meeting.

**Phi Theta Kappa All-State Students**

PTK Advisor Tracy Owen introduced PTK member and New Mexico All-State student to the meeting. Kristen is a DMA major who plans to complete an IDFM degree and main campus and possibly a MFA in studio art. Kristen is the mother of two children and she and her husband operate a small farm. She works as a tutor for the Adult Education program on the campus and has been a member of PTK of three years, and a PTK officer for several semesters.

The second All-State student, Megan Malcom-Morgan was unable to attend the meeting as she had a class at main campus. Megan transferred to main campus majoring in Liberal Arts and is currently seeking an English major with a minor in History. She is a Student Government Senator and the current president of the campus' PTK chapter having served as vice-president last year.

All-State Scholars receive tuition free scholarships which are accepted at Universities throughout the state

**II. CALL TO ORDER**

Mr. Paul Luna called the meeting to order at 5:07 pm.

**Phi Theta Kappa All-State Students**

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### **III. BOARD BUSINESS**

#### **A. Adoption of the Minutes of Regular Meeting, November 1, 2011**

##### **Adoption of the Minutes of Special Meeting, January 11, 2012**

Mr. Luna requested a motion to approve the minutes from November 1 and January 11.

Mr. Griego moved to adopt both sets of minutes. Ms. Martinez seconded the motion. All members present voted aye.

#### **B. Adoption of the Operating Agreement with Main Campus**

Ms. Martinez moved to adopt the Operating Agreement without change. Mrs. Tabet seconded the motion. The vote was as follows:

Mr. Luna	aye	Mrs. Tabet	aye
Ms. Martinez	aye	Mr. Griego	aye

### **IV. DIRECTOR'S OFFICE**

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

Saturday night (February 11) is the campus' 30<sup>th</sup> year Gala Celebration. Russell Griego, President of the Development Board, made the choice to honor the following present and past Advisory Board Chairs at this event: Paul Luna, David Chavez, Mary Lou Chavez, Boni Tabet, Diane Chavez, Tibo Chavez, Jack Lovato, Dolores Padilla, Corinne Sedillo and Sal Gurule. Bennie Hodges and George Hobbs have not yet RSVP'd their attendance.

Eloisa will be representing her late husband Boni Tabet, and Emma Gurule will represent her late husband Ishmail/Sal Gurule.

#### **Legislature – FY 12-13 funding**

House Bill 2 should be voted on this week. This budget is far better than last year's when we were cut half a million dollars. This year our appropriation is increased by a little over \$350,000 most of which is already dedicated to retirement funding, faculty promotions, the Advisory Board election, and an increase in funding for our security force. As increased funding for departments will be limited, chief officers have been asked to meet with their staff and make their recommendations for budget allocations/reallocations to the Executive Director.

Although HED recommended for a million dollar capital project as part of the upcoming GO Bond – all of which would be for infrastructure – the Governor eliminated all two-year college projects from the bond issue. Her action may jeopardize the GO Bond election, as the community having already paid 70% of capital funding for the campus, are unlikely to vote on a bond which does not benefit the local area.

#### **Higher Education Funding Formula**

Branch Executive Directors met with Provost Chaouki Abdallah on February 6 to discuss several issues including the need for new measures in the Funding Formula. This formula is going forward funding course completion only; it does not include transfer and college credit completion measures, or measures to fund the work we do with developmental students. However, HED have promised that there will be revisions to the formula next year and all

Academic Deans will meet on February 16 to begin to put together a list of recommendations for them.

The Provost was encouraged by the fact that the Obama Administration is working to include different measure for two and four year colleges. Federal reporting systems such as the Institutional Postsecondary Education Data System (IPEDS) now counts only first time, full-time students and does not have measures for the achievements of part-time, developmental, and vocational students. A committee has reported to Secretary Duncan and we are hoping that adoption of these measures nationally will impact New Mexico. A branch retreat will be held in the near future to discuss some of these critical issues.

### **Bond Refinancing**

The bond refinancing authorized by the Board has been finalized bringing a savings of \$314,000 to the tax payers of the County over a four-year period.

### **Endowment**

The endowment is now over \$800,000 and the Development Board looks forward to reaching a million dollars in the next couple of years.

### **Title V**

The STEM instructional center is nearly complete white boards and smart boards and all of their furniture have been installed, and when completed the Board will be invited to take a tour.

## **V. INSTRUCTION**

The Report included updates from Richard Sax, **New Faculty, Assessment, New Catalog, Online Course Delivery, New Mexico Centennial events, ABE, Business Technology & Fine Arts, The Fitness & Wellness Center, The Learning Center and the Library.**

### **A. Department Update**

#### **New Hires**

Dr. Sax reported that 6 new full-time faculty had been hired in January, 5 of them courtesy of the STEM Grant, 2 Math faculty, 2 Science faculty and one Pre-Engineering, the other hire being for the Nursing Program. He and John Austin, Manager of the Nursing program, are actively seeking for extra-mural funds as the DOL Nursing Program Grant is due to end in February. Najib Manea is still looking for a Gaming Design faculty member.

#### **Math 118 – 119**

The recently introduced split of Math 120 into Math 118 & 119 classes – which are offered in addition to Math 120 – have become a model for enabling student success in Math 120. These classes are 4 credit hours, include a lab component, and as they are self-paced, it is possible for a student to successfully complete both in one semester.

#### **1012-2014 Catalog**

The due date for catalog entries is March 12 and the catalog will go to print shortly thereafter. Meanwhile, Faculty Assembly has reviewed and updated the Faculty Handbook ready for approval, and online course policy is being updated. The Valencia campus representative for the Provost new Tenure and promotion Committee is Miriam Chavez.

### **New Mexico Centennial Events**

The first of 4 monthly events produced by the Academic Office was held on January 24. Presentation of Professor Richard Melzer's book New Mexico: Celebrating the Land of Enchantment was facilitated by participants from the campus and regional communities as slides were projected on the screen in the Student Community Center. Both events – one in the afternoon and one in the evening were well attended.

**The UNM Valencia Campus Film Fest** scheduled for Friday, February 10 will feature films by New Mexicans about New Mexico and will be attended by representatives from the New Mexico and the Santa Fe Film offices. Dr. Sax thanked Rita Logan and Chad Perry for their help in assisting and publicizing these events.

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

Elaine Clark stated that all of the policies in the Faculty Handbook had been updated, with input from faculty and Dean Sax, making sure that the Tenure and Promotion policies in particular were clearly stated in light of the new Tenure and Promotion procedures. Input from faculty and the Dean will be incorporated in the spring semester. Dani Martinez has been tasked with reviewing the Instructional Council Policy Manual with the Dean to establish if some of these policies are more appropriate for the Faculty Handbook.

### **Tenure & Promotion**

Two faculty members are up for tenure and 6 for promotion to next level, all have been recommended for their promotions and are ready for the next steps - approval by the Dean, and approval by the Executive Director - prior to final approval by the Tenure and Promotion Committee at Main Campus.

### **Professional Development**

The Faculty Program Committee has been charged to investigate the potential for professional development with Najib who has grant funding for faculty training. Other possibilities such as mediation training are also being considered. The Office of Support for Effective Teaching (OSET) at main campus was contacted to see if it would be possible to obtain recordings of sessions at Main Campus as time constraints prevent most faculty from attending these trainings.. As OSET are unable to do this it has been decided to create in-house trainings on campus. Division Chairs are being asked to discuss a program of teaching practices trainings with their departments. It is likely that OSET staff and other main campus faculty would be willing to come to Valencia to speak these sessions. In addition, a structured mentoring program for adjunct faculty is being established.

## **VI. STUDENT SERVICES**

The report provided by Mr. Vigil included information on the following: **Recruitment; Registration/Admissions; Financial Aid; Testing; TRiO/SSS/onTRAC, and Community Education Services.**

### **A. Department Update**

Final enrollment numbers following the 21 day count are:  
Headcount 2,566 a 1.2% increase from last spring  
FTE 1,479 and .4/10% decrease from last spring

The Dual Credit program as 511/512 student enrolled, a little more than last year. Discussion followed on the nursing program offerings at Belen High School.

**B. Student Government Update**

Student Govern have awarde10 scholarships this semester including one of \$1,000. Thank you letters from the recipients mention that these scholarships are critical in helping them remain in school. The Scholarship Committee is back in session planning awards for the summer and fall semesters. The Executive Committee has lost 2 senators and a Special Election will be held on February 15, so far 6 students are interested and running to fill the vacancies.

Mr. Escobar reported on UNM Day at Santa Fe, stating that there was a lot of interest in Valencia's Nursing Program.

**VII. BUSINESS OPERATIONS**

**A. Department Update**

Mr. Sanchez reported that everyone is waiting to see the outcome of HB2 and it is hoped that he will be able to recommend a zero tuition increase. The current HB limits tuition to 5% with no tuition credit unless over that. Mr. Sanchez will be meeting with the business officers at main campus shortly, but final numbers are mostly dependent on the legislature. A Special Meeting to approve the budget will be called in late March early April.

Chairman Luna thanked to Andy for all that he does for the campus and especially for his work on the recent Bond reissue

**B. Staff Association**

As part of a special series of talks being planned, Dr. Melzer has agreed to speak on the History of New Mexico, Alex Sanchez will give a talk on sustainability in our homes, and Celestyn Brozek will give a talk on the birds of New Mexico. These talks will be open to faculty, staff and students. Elections for the Executive Committee will be held in May.

Chairman Luna stated how much he had enjoyed the 30th year Celebration which was held before the Holidays, and on the excellence of Dr. Melzer's book. He also reminded the meeting about the Gala Scholarship fundraiser, 6:00 – 9:30 p.m. on Saturday February 11. The Jazz band from Valencia High will be performing, and cattle auctions from Lemitar will be running the live auction.

**VIII. ADDITIONS TO THE AGENDA**

There were no additions to the Agenda.

**IX. ADJOURNMENT**

Mrs. Tabet moved to adjourn the meeting. Ms. Martinez seconded the motion. All members voted aye. The meeting adjourned at 5:57 pm.

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Paul T. Luna, Chair