

**UNM-VALENCIA CAMPUS ADVISORY BOARD
MINUTES OF THE REGULAR MEETING
TUESDAY, MAY 7, 2013**

BOARD MEMBERS PRESENT

Belinda Martinez, Secretary
Russell Griego, Member
Mrs. Eloisa Tabet, Member
Ms. Corrine Sedillo, Member

BOARD MEMBERS ABSENT

Paul Luna, Chair

OTHERS PRESENT

Dr. Alice V. Letteney, Campus Executive Director
Dr. Richard Sax, Dean of Instruction
Mr. Andrew Sanchez, Director Campus Resources
Mr. Dan Chadborn Student Government President
(outgoing)
Michael Hopper, Student Government President
(incoming)
Danizete Martinez, Faculty Assembly President
Kathy Dorcas, Staff Association President
Chad Perry, Sr. Public Information Officer
Ronnie McComb, Exec Admin/Notetaker
Eva Rouf, Admin Coordinator

Members of the UNM-Valencia Campus Advisory Board met for a Regular meeting at 5:00 pm in the Administration Conference Room on Tuesday, May 7, 2013.

I. PUBLIC FORUM

There were no comments in the Public Forum.

II. CALL TO ORDER

Secretary Martinez called the meeting to order at 5:02 pm.

III. APPROVAL OF AGENDA

Ms. Sedillo moved to approve the Agenda. Mrs. Tabet seconded the motion. All members present voted aye.

A. There were no additions to the Agenda.

IV. BOARD BUSINESS

B. Adoption of Minutes of Special Meeting April 12, 2013

Mr. Griego moved to approve the minutes as written. Mrs. Tabet seconded the motion. All members present voted "aye."

V. DIRECTOR'S OFFICE

A. Department Update

TRiO/Upward Bound

Dr. Letteney reported on the 12th anniversary of the TRiO Student Support program which was celebrated on Friday May 3rd. Twenty-one TRiO students are graduating with Associates' degrees this year which is a record for the program. The event was attended by Katie Richardson from Senator Heinrich's office, Sara Cobb from Senator Udall's office, and Ron Morsbach from Representative Pearce's office. Sara Cobb said that Senator Udall wants to introduce a second STEM grant program and plans to bring together people from all of the State's STEM programs to discuss this. The meeting may be held at Valencia Campus.

Representative Pearce has asked to site a regional Women's Symposium at the campus. The Symposium will cover health and other women's issues.

Hank Vigil hosted the Upward Bound banquet held on Friday May 3rd. It was a successful event attended by well over 100 students and their families.

Summer Camp

Using funds from Najib Manea's Title V grant the campus will host a 3-day summer campus for Upward Bound/Dual Credit students this year. Workshops will focus on movie making, animation and the basics Game Design.

Graduations

On Wednesday, May 8, 14 Associates' degree nurses will be pinned. This year we have 131 GED graduates and 60 of them will walk on Thursday May 9.

This year we have the largest ever number of graduates for College graduation on Friday May 10. Two-Hundred and four Associates degrees and Certificates will be awarded and 100 students will walk. The increase is partly due to the Graduation Project which is part of the STEM Grant. Students who had gone directly to main campus without collecting an Associate's degree but with enough credits for an Associates were identified and contacted. Forty-one of the students contacted are part of this year's graduation including our Valedictorian who had sufficient credits for 2 degrees.

3-D Printers

Using Carl Perkins funds, the campus has purchased two 3-D printers which use special software to build up models using a gradual layering process. Alex Sanchez is currently making a model of a skeletal foot for John Austin to use in nursing classes.

B. Title V Update

There were no questions on the Title V reports.

VI. INSTRUCTION

The Report included updates from Richard Sax, **Strategic Planning, Branch Faculty Colloquium, Short-term Certificate Programs, ABE, Business Technology & Fine Arts, The Fitness & Wellness Center, The Learning Center and the Library.**

A. Department Update

Dr. Sax provided the following updates to his report

Registration

Registration for summer and fall started on April 22, to date the summer headcount is up 1% and FTE is down 1%. Fall is currently down 11% on headcount and down 15% on FTE. The reason for the drop in fall numbers could be that although students are being advised for both semesters, many students are registering for summer only at this time. It is expected that these numbers will go up.

Strategic Plan

The revised and adopted Strategic Plan 2012-2015 is now on the institutional website and Dr. Letteney requested that Board members look at it. Key to the new Plan is the adoption of a Completion Agenda in a move to improve the success of students taking development classes to completion of their degree programs. Ronnie to e-mail the link to the Strategic Plan to Board members.

Branch Faculty Colloquium

The Branch Faculty Colloquium was a great success and the consensus was to repeat the colloquium in future at one of the branch campuses. The next branch campus Deans meeting will be held mid-summer at Taos campus at which time future Colloquium will be discussed.

New Programs

The Provost has approved the 5 proposed new Certificate Programs which now need to be approved by the Valencia Campus Curriculum Committee, sent back to main campus for the Provost to sign off on before being presented to the Board of Regents for final approval. As these programs are considered “technical” the approval of main campus’ Curriculum Committee is not required.

Finally Dr. Sax reported on 3 new or continuing appointments. Anjelica Boyle, who was a 1-year interim following Dubra Karnes Padilla’s retirement, has accepted the position of Wellness Center Director. There are verbal agreements on contracts with the new full-time Game Design Instructor and also in the nursing program.

B. Faculty Assembly Update

At the last Faculty Assembly meeting, Danizete Martinez (Assistant Professor of English) was elected as the new President. Dr. Martinez reported that the new Executive Cabinet members are: Vice-President, Thomas Whittaker from Science and Math department
Heather Wood, English department
Robert Palmer from the Business & Technology department
Adjunct Faculty representative, Bill Nevins from the English Department

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, and Community Education.**

A. Department Update

Dr. Letteney made apologies for Hank Vigil who had a family emergency.

B. Student Government Update

Outgoing President Dan Chadborn stated that he will continue to act as President until after graduation when the incoming President, Michael Hopper will assume his position. Mr. Chadborn then reviewed Student Governments achievements during the spring 2013 semester which included the following:

- Scholarships were awarded to 7 students for 3 credit hours
- 2 students for 6 credit hours
- 1 student for 12 credit hours
- Funding for 2 Phi Theta Kappa events, the Wellness Center Spring Fiesta, and for the TRiO Graduation breakfast.
- Volunteer work at El Ranchito de Los Ninos and Belen City Council.
- A successful Welcome Back event and a Spring Fever karaoke dance.

It was decided that funds which he had hoped to allocate to pay for the Excellence in Teaching faculty awards were allocated to the scholarship fund. As a result \$1,000 has been allocated to summer scholarships, adding 19 to the existing 60 awards made by the campus.

Commenting on his experience as Student Government President, Dan stated that most students have little contact with administration and are unaware of the determination, enthusiasm and hard work which go into running the campus efficiently; that he was grateful for, and appreciative of the opportunity to have had this experience.

Board members stated that his hard work had not gone unnoticed and was deeply appreciated. Incoming President Hopper was welcomed.

BUSINESS OPERATIONS

The report provided by Mr. Sanchez included information on the following: **FY 2013 – 14 Budget; Campus Renewal Projects; The American College and University Presidents' Climate Commitment; Facilities Master Plan Update; UNM-Valencia Campus Bookstore Rental Update; Departures and New Hires.**

A. Department Update

Mr. Sanchez reviewed the campus renewal projects which are scheduled for the summer through to the spring of 2014.

The campus' Climate Commitment was to reduce carbon output by 10% and progress to date is a 12.5% reduction. Target reduction for 2015 is a 15% reduction and renewal projects such as upgrading HVAC control should help meet this.

A committee will be formed to update the Campus Facilities Master Plan through the summer and fall. A member of the Board will be on this Committee. The updated Master Plan will also include items which will further help the reduction of carbon emissions.

Meeting with the Board of Regents

Discussion followed on the follow-up to the Board's request to meet with the Board of Regents. Dr. Letteney reported that Wynn Goering said that meetings are being set up which would likely be at a basketball or football game. While these meetings would be informal, board members would at least be able to talk to individual Regents.

It is important that the Regents recognize branch board members as locally elected officials and has at least been agreed that one branch campus board a year will meet with the Regents on a formal basis; the Gallup Board met with them this year. Regarding the Board's desire for a formal meeting Dr. Letteney stated that Paul's letter to the Regents had at least triggered some progress. Wynn Goering is doing what he can to facilitate these meetings, he will be attending graduation and Board members could talk to him about this then.

Mr. Griego had questions regarding the breakdown of line items in the FY 2013-2014 budget. Mr. Sanchez stated that he would provide Mr. Griego with a more detailed breakdown.

B. Staff Association

Ms. Dorcas reported that proceeds from the recent successful Spring Cleaning Yard Sale will be used to provide refreshment on the day of the Staff Association elections in June. Miss Maisie Baca is the incoming President.

Finally, Dr. Letteney announced that this would be Chad Perry's last meeting as he has accepted a position as Assistant Professor on tenure track at York College, Pennsylvania – a 4 year private institution.

VIII. ADDITIONS TO THE AGENDA

There were no additions to the Agenda.

IX. ADJOURNMENT

Mrs. Tabet moved to adjourn the meeting. Mr. Griego seconded the motion. All members voted "aye". The meeting adjourned at 6.40 pm.

Paul Luna, Chairman