

**UNM-VALENCIA CAMPUS ADVISORY BOARD
MINUTES OF THE REGULAR MEETING
TUESDAY, August 5, 2014**

BOARD MEMBERS PRESENT

Mr. Paul Luna, Chair
Ms. Belinda Martinez, Secretary
Mrs. Eloisa Tabet, Member

BOARD MEMBERS ABSENT

Ms. Corrine Sedillo, Member
Mr. Russell Griego, Member

OTHERS PRESENT

Dr. Alice V. Letteney, Campus Executive Director
Mr. Andrew Sanchez, Director of Business Operations
Dr. Miriam Chavez, Interim Dean of Instruction
Hank Vigil, Director Student Affairs
Dr. Thomas Whittaker, Faculty Assembly Vice President
Jon Lechel, Sr. Public Relations Specialist
James Westphall, Student Government President
Debbie Colville, Student Government Vice-President
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 on Tuesday, August 5, 2014.

I. PUBLIC FORUM

There were no comments in the Public Forum.

II. CALL TO ORDER

Chairman Luna called the meeting to order at 5:03 pm.

III. APPROVAL OF AGENDA

There were no additions to the Agenda. Ms. Martinez moved to approve the agenda. Mrs. Tabet seconded the motion and all members present vote "aye."

IV. BOARD BUSINESS

A. Adoption of Minutes of Regular Meeting, May 6, 2014

Mrs. Tabet moved to approve the minutes as read. Ms. Martinez seconded the motion, all members present voted "aye."

B. Review of Revised Bylaws

Ms. Martinez moved to approve the revised Bylaws. Mrs. Tabet seconded the motion, all members present voted "aye."

C. Review of Revised Open Meetings Resolution

Mrs. Tabet moved to approve the revised Open Meetings Resolution. Ms. Martinez seconded the motion, all members present voted "aye."

V. DIRECTOR'S OFFICE

A. Department Update

Personnel Changes

Dr. Letteney updated the meeting on personnel changes around campus stating that the search for a new Dean is almost concluded and the successful candidate should be announced at Convocation. Board members were invited to join in the Convocation scheduled for Wednesday, August 15 at 10:00 am.

Belen New Teacher's Lunch

Board members were invited to attend the Belen Chamber's annual welcome lunch for new teachers on Thursday, August 7 at 11:30 am. Valencia Campus is to be honored as Business of the Month at this meeting.

Capital Outlay Requests

A meeting with the panel for FY 2015 capital outlay requests will be held on August 11. Valencia Campus is included in this November's GO Bond for \$1 million which if passed will fund the 1st phase of the HVAC chiller system upgrade project.

CCSSE Survey

The campus undertakes a survey of student engagement every two years which provides important feedback on what students think about their educational experience at Valencia. The survey taken earlier this year shows that of the 684 participating colleges in 48 States and Canada, and 296 small colleges of under 4500 students, Valencia scored above the mean of 50 in all 5 benchmark areas, and scored above the top 10% for the perceived effort students feel they are required to make.

Campus Master Plan

Mr. Sanchez provided a review of the final Master Plan, compiled from the results of meetings and surveys carried out earlier in the year. As the campus begins to age, \$10.3 million will be needed to address infrastructure and IT upgrades. The current Bond, issued in 2002, will expire in August 2017 and the return rate will decrease after this current tax year. A new-issue of this bond is recommended for a \$16 million 4 mil levy over 4 years. This issue would keep the tax rate at its current level, if not lower. Discussion followed on the generalities of a new issue, after which, the Board members present agreed to a further meeting with the underwriters and attorney to review the Bond issue in more detail.

B. Title V

Dr. Letteney reported that Cindy Shue is now responsible for grants and contracts. Her replacement as STEM Program Manager, Kristina Martinez, has been hired. Rosa Auletta is taking over responsibilities for Najib Manea's grant for the time being.

VI. INSTRUCTION

The Report included a quarterly report from Richard Sax; **ABE; Business Technology & Fine Arts; Highway to Success; The Learning Center and the Library.**

A. Department Update

Dr. Miriam Chavez updated the meeting on behalf of herself and fellow interim co- Dean Julie DePree. Most of the summer has been spent updating the Instructional Council manual and the New Faculty Orientation Manual in preparation for the start of the new academic year. Dr. Chavez announced the hire of two new faculty members, Alphonso Heras-Llanos, Lecturer III Math, and Mary Moser-Gautreaux, Lecturer II in the Nursing Program.

Discussion followed on the success of the Digital Media Program.

B. Faculty Assembly Update

Dr. Whittaker, Faculty Assembly Vice-President reviewed the report provided to the Board. There were no questions.

VII. STUDENT SERVICES

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

A. Department Update

Enrollment	Headcount		FTE	
Final, Summer 2014	648	11% down	2,519	19.6% down
Fall, with 2 weeks to go	1,643	9.4% down	14,989	14.5% down

Mr. Vigil reported that students are taking fewer credit hours in response to an improving economy, and updated the meeting on new initiatives geared to revive falling enrollment.

The downturn in enrollment is both State, and Nationwide, and Mr. Vigil stated that this downturn is top of the Agenda for the branch and independent 2-year colleges' annual meeting in September. Dr. Letteney referred to a recent National article which reported that while community colleges are being hit by decreased enrollment, they are producing more certificates and degrees, as is the case at Valencia.

B. Student Government Update

President James Westphall stated that he had nothing to report as the first meeting of the new Executive is scheduled for August 15th. However current plans are to generate a schedule of events and to update Student Government's Constitution and Bylaws which have not been reviewed in about 10 years.

VIII. BUSINESS OPERATIONS

The report provided by Mr. Sanchez included information on the following: **FY 2014-15 Budget; FY 2013-14 Budget; HED Capital Projections Request; Facilities Master Plan Update; Equipment Renewal; Departures, New Hires and Vacancies.**

A. Department Update

Mr. Sanchez reported that renewals to the HVAC system would be complete before the start of the semester. Designs for the Loop road will be completed in a couple of weeks and work is due to start in May 2015. Next week campus police officers, together with 100 other officers from Albuquerque and the County, will be conducting active shooting training exercises on campus.

B. Staff Association

Dr. Letteney reported that she had met with Staff Association's President to identify the recipients of staff awards which will be presented at Convocation next week.

School of Dreams Academy (SODA)

Mr. Vigil reported that a proposal in partnership with SODA to set up an early college prep program has been funded through the NM Public Education Department.

IX. ADDITIONS TO THE AGENDA

There were no additions to the Agenda.

X. ADJOURNMENT

Mrs. Tabet moved to adjourn the meeting. Ms. Martinez seconded the motion. All members voted "aye." The meeting adjourned at 5:40 pm.

Paul Luna, Chairman