

**UNM-VALENCIA CAMPUS ADVISORY BOARD
MINUTES OF THE REGULAR MEETING
TUESDAY, February 3, 2015**

BOARD MEMBERS PRESENT

Mr. Paul Luna, Chair
Mr. Russell Griego, Member
Mrs. Eloisa Tabet, Member

BOARD MEMBERS ABSENT

Ms. Belinda Martinez, Secretary

GUESTS

Dr. Jeronimo Dominguez, Provosts Office

OTHERS PRESENT

Dr. Alice V. Letteney, Campus Executive Director
Mr. Andrew Sanchez, Director of Business Operations
Dr. Laura Musselwhite, Dean of Instruction
Hank Vigil, Director Student Affairs
Rita Logan, Manager Community Education
Jon Lechel, Sr. Public Relations Specialist
Ryan Baltunis, Staff Association President
Debbie Scoville, Student Government VP
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, February 3, 2015.

I. PUBLIC FORUM

No items were raised in the Public Forum.

II. CALL TO ORDER

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

Dr. Letteney introduced Dr. Jeronimo Dominguez who retired a year ago after 35 years with UNM and is now working as a consultant for the Provost's Office. Jerry was head of Continuing Education at main campus and started the on-line offerings at our campus, he was also responsible for setting up the West Side Rio Rancho Campus. Three of the Branch CEO's are now reporting to the Provost – Valencia, Gallup and Taos, and Jerry will be acting as liaison/facilitator with the Provost's Office. Los Alamos Campus will continue to report to the President. Jerry has worked with the branches for many years and Valencia has always had a good working relationship with him.

Dr. Dominguez responded that he has always been supportive of, and enjoyed working with, the branch campuses. In the immediate future he is looking forward to working with Branch CEO's on updating the Operating Agreement with Main campus and working on cost-share issues. He is supportive of facilitating interactions with main campus and the branches and making sure that branch voices are heard.

Board members were asked to review the current Operating Agreement and refer any comments to Alice by Monday, February 9. Discussion followed on the benefits of the relationship with main campus.

III. APPROVAL OF AGENDA

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

IV. BOARD BUSINESS

A. DIRECTOR'S OFFICE

A. Department Update

Dr. Letteney congratulated the Board members (uncontested) who had been returned in today's Board Election and expressed her hope that the Bond Question would also pass.

Soup R Bowl

Recapping on last Sunday's Soup R Bowl fundraising event for art scholarships, it was estimated that approximately 400 people participated. The event was extremely successful raising an estimated \$400.00.

Legislative Session

The Legislative session begins in earnest this week with the Senate Finance Hearings on Wednesday when we should learn what revenue estimates are. A whole week of events will begin next week with UNM Day on February 9th, NMACC meetings on the 10th, NMACC All-State recognitions on the 11th, and House Education Budget Hearings on the 12th. We will be tracking Senator Clemente Sanchez' Senate Bill 255 for the West Side Center.

Annual Gala

The Annual Gala fundraiser for the Scholarship Endowment is Saturday, February 21. Dr. Letteney reminded the Board of the Department of Education regulation which stipulated that monies from our endowment could not be used for scholarships. As an update, she reported that Luis Maldonado from HACU took the issue to Congress and the law was reversed.

Corrine Sedillo – who was Chair of the Belen School Board when the campus was voted on and presented at the Board of Finance – will be honored at the Gala. Julie Depree and family who have donated \$10,000 for a scholarship will also be honored. This is the second year that a faculty member has donated a scholarship in their family's name.

B. Title V

There were no questions on the Title V reports.

B. 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 reported that the campus is running 347 sections in line with the slight drop in enrollment. Previous adjunct Joseph Barbour, who is from the community, has been hired as a full-time Anthropology instructor and is proving to be a wonderful colleague with a great reputation in the classroom.

Tenure & Promotion

Faculty member, Dani Martinez is up for tenure, and 4 others are up for mid probationary review. The promotions have been through the local committee and will now go to Laura for review. Alice will also review the submissions before they are submitted to the Provost's office. The process should be finalized by the end of March.

Community Events

Dr. Musselwhite reported on the upcoming Annual New Mexico Film Festival to be held on campus February 4th and 5th. Two events are planned in the *Valencia Speaks* series and will feature the President of the African American Museum and Culture Center, Rita Powdrell on February 19, and the Regional Director of the Anti-Defamation League, Suki Halevi on March 26.

New Programs

There are currently four new program proposals, three of which were approved last week – certificates in the area of film tech 3D printing and medical assistant. Approval for an Associates degree related to Health Information Technology is in the pipeline pending approval

Nursing Program

Two instructors resigned from the Nursing Program this semester and searches will be implemented to hire their replacements before the fall semester. In the meantime, adjunct faculty members have taken over instruction and the students will not be impacted.

B. Faculty Assembly Update

There were no questions on the Faculty Assembly report.

C. 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 Updates

Enrollment

Headcount is 2,406 down 1.9%, but is an improvement of last month's numbers which were down 15%.

Credit hours are 17,397, a 9.1% decline although there will be more Dual Credit students, and also students enrolling in SODA's Early College High School Program. Dr. Letteney commented on the critical importance of our work with the high schools – Dual Credit students exceeded 700 this semester.

In response to a question about on-line enrollments, Mr. Vigil stated that overall numbers for on-line enrollment are enhanced by the inclusion of Dual Credit students who are taking web-enhanced college courses.

B. Student Government Update

Vice-President Debbie Scoville provided the report for Student Government. Debbie is a full-time student, Student Government member and also student member of the Curriculum Committee. Debbie reported that they have a full cabinet this semester and they have held their first meeting. They are currently planning their first campus event, and also considering a repeat of last year's successful end of semester carnival with some modifications. They also plan to make more students aware that they have a Student Government on campus and will promote more campus-wide visibility this semester.

Discussion followed on student participation in UNM Day at the legislature. Dr. Letteney reported that Valencia Campus Phi Theta Kappa All-State students meet with legislators at the annual NMACC recognition event when they are presented on the floor of the House or Senate.

D. BUSINESS OPERATIONS

The report provided by Mr. Sanchez included information on the following: **FY 2015-16 Budget; 2012 G.O. Bond Projects Update.**

A. Department Update

2012 G.O. Bond issue for the Link Road was approved today at the Finance and Facilities Committee and is now on the Consent Agenda for the Board of Regents after which it will go to HED and finally the Board of Finance for approval.

Budget

Mr. Sanchez reviewed the projected budget data provided in his report. Due to the recent reductions in the State's oil revenues, a deficit, or at best flat budget, is anticipated. In addition, enrollment is down reducing the amount of non-appropriation dollars funds. Two scenarios were provided for consideration:

A "Flat" State Appropriation which would result in a project deficit balance of \$433,000.

A 3% reduction in State Appropriation which would result in a deficit balance of \$604,967.

Both scenarios allow for grant matches for faculty under the Title V and STEM grants, and include projected increases in utility and healthcare costs. While the mil levy will increase revenue, it will still be necessary to raise in-state tuition to \$6/Cr hour, 9.8%; out-of state to \$17/Cr hour, 9.97%. Despite the increase tuition rates remain competitive compared to the other branches and particularly to main campus. The campus has put a freeze on hiring and is looking at departmental consolidations to cover for vacancies.

Of the vacant faculty positions, the two nursing vacancies have to be replaced to meet certification requirements; other vacancies are currently on hold and will not be filled this year. Implementation of these hiring freezes will allow the campus to cover the projected deficit in the "flat funding scenario," and cover the majority of the deficit of that shown in the "3% reduction scenario." Mr. Luna expressed sympathy for the downward spiral nature of a situation where lack of funds to hire faculty can lead to fewer classes being offered and a further reduction in enrollment leading to a further decrease in funds.

Dr. Letteney reported on a bill in the legislature related to the amount a student receives from the lottery scholarship fund which would allow branch campuses to calculate tuition separately from independents. Because they receive greater mil levy funding, the independent branches tend to have lower tuition; this bill would compensate the branches by allowing their students to receive a little more from lottery.

Mr. Sanchez also stated that the Administrative Fee to main campus had been included in both scenarios at 3.3% and not at the increased rate currently being proposed. Discussion followed on the impact of the original proposal of an increase to 4.2% in the Administrative Fee which would double the deficit outlined by Mr. Sanchez. Dr. Dominguez stated that he had advocated at main campus for the fee to remain static at this time and the proposed increase had been tabled.

Dr. Letteney iterated her concern that in the proposed new Operating Agreement there was no acknowledgement that the Advisory Boards will be included in negotiations regarding Administrative fees and that it is important that this principle be retained.

Discussion followed on the need to maintain reserves. Dr. Letteney requested that, if a discussion of reserves for the branch campuses arises with the Regents, Dr. Dominguez should explain the importance of maintaining reserves at 10%-15% minimum. Dr. Letteney reassured the Board that the campus administration is looking at every way of realigning funds and that layoffs will not be an option.

On behalf of the Board Chairman Luna expressed his appreciation of Mr. Sanchez's comprehensive presentation and mentioned their reluctance to increase tuition. He also stated that a tuition increase would at least generate some revenue to offset the anticipated deficit.

B. Staff Association

Staff Association President Ryan Baltunis stated that in light of Mr. Sanchez' report it seemed only appropriate that his executive have decided make their theme for the semester morale. Following the success of last semester's professional development day featuring Dr. Cheo Torres, a similar event is being planned. They are working with Teri's Sweet Garden candy to sell candy-grams for Valentine's Day. Also in the planning stages are a Community Movie night and also an ice-cream social or donut day in the middle of the semester. A car show and craft fair are being considered for early June as the Vice-President and her husband are familiar with putting on this event. These and other events could be organized as a joint effort with Student Government. The Staff Spotlight is on-going Andy has provided parking space signs in preparation for Staff and faculty of the month award nominations.

Mr. Luna stated that despite the poor budget predictions he was grateful to Mr. Sanchez for the full report and the campus' efforts to keep students informed on budget issues.

Dr. Dominguez stated that he was looking forward to working with the branch campuses and that Board members should feel free to contact him with any issues or concerns they might have.

E. ADDITIONS TO THE AGENDA

There were no additions to the Agenda.

F. ADJOURNMENT

Mrs. Tabet moved to adjourn the meeting. Mr. Griego seconded the motion. All members voted "aye." The meeting adjourned at 6:10 pm.

Paul Luna, Chairman