

**UNM-VALENCIA CAMPUS ADVISORY BOARD
MINUTES OF THE REGULAR MEETING
TUESDAY, MAY 5, 2015**

BOARD MEMBERS PRESENT

Mr. Paul Luna, Chair
Ms. Belinda Martinez, Secretary
Mr. Russell Griego, Member

BOARD MEMBERS ABSENT

Mrs. Eloisa Tabet

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
Heather Wood, Faculty Assembly President
Jon Lechel, Sr. Public Relations Specialist
Julia Dendinger, *Valencia County News-Bulletin*
Ronnie McComb, Exec Admin/Notetaker

GUESTS

John Archuleta, Modrall Sperling Law Firm
Duane Brown, Modrall Sperling Law Firm

Members of the UNM-Valencia Campus Advisory Board met for a Regular meeting in the Administration Conference Room on Tuesday, May 5, 2015.

I. PUBLIC FORUM

No items were raised in the Public Forum.

II. CALL TO ORDER

Chairman Luna called the meeting to order at 5:10 pm.

III. APPROVAL OF AGENDA

There were no additions to the Agenda. Mr. Griego moved to approve the agenda. Ms. Martinez seconded the motion and all members present voted "aye."

IV. BOARD BUSINESS

A. Adoption of Minutes of Special Meeting April 16, 2015

Mr. Griego moved to adopt the Minutes as read. Ms. Martinez seconded the motion and all members present voted "aye."

B. Adoption of the Bond Resolution

There were no questions on the Bond Resolution. Mr. Griego moved to adopt the Bond Resolution. Ms. Martinez seconded the motion and all members present voted "aye." It was decided that the date of a Special Meeting to adopt the Award Resolution for Publication would be Tuesday, June 9 at 5:00 p.m.

C. Nominees for Advisory Board Position 4-At large

Mr. Luna passed out copies of a letter of interest in the position from Pamela Cordova, and advised the Board that he had received expressions of interest from Antonio Sedillo and Roberta Scott. Following a brief discussion the Board agreed that the *Valencia County News-Bulletin* might include a notice/article to the effect that anyone interested in the Position should write a letter of interest to the Board. Interested candidates will have the opportunity to present to the Board at the Special Meeting scheduled for June 9. The successful candidate will be announced at the Regular meeting on August 4, and will be inducted onto the Board at the November 3 Regular meeting.

V. DIRECTOR'S OFFICE

A. Department Update

Dr. Letteney announced three student commencements this week: Nursing Pinning on Wednesday with 11 graduates, ABE and Allied Health Certificates on Thursday with 50 graduates and College Graduation on Friday, 92 graduates. For the first time, one of the Nursing graduates will be Skype'd into the ceremony from San Diego. One of our College Graduates, Juan Faria from Venezuela, will be receiving his Associate's in Pre-Engineering at Valencia and his Bachelor's in Engineering at Main campus. Juan's father has been a college professor and will be joining the platform party. Monica Orozco, Vice-President of Extended University at Main campus will join Rita Logan in presenting a Master's degree in Business Administration to Christopher Garcia. Chris took 50% of his courses through the ITV program here.

Dr. Letteney updated the meeting on her recent trip to San Antonio to receive a *Shirley B. Gordon of Distinction* at the Phi Theta Kappa Convention. The nomination was submitted by Cindy Shue and PTK Adviser Tracy Owen. At the AACC Convention also in San Antonio she noted that the reintroduction of summer Pell had the support of both sides of the aisle.

Andrew Sanchez and Rita Logan, who both have 25 years' service, were recently honored at a long Service Awards banquet where they were presented with Nambe pieces. Finally, Dr. Letteney stated that this July would mark her 20th year at Valencia Campus, making her the longest serving CEO in the State, apart from President Lopez at NM Tech who has one more year than Alice in his position.

B. Title V

There were no questions on the Title V reports. Dr. Letteney reported that another Title V submission which is geared towards students who continue to struggle with English and math will be sent to main campus for review. This grant would provide for a writing center and a math center and would experiment with the use of Gaming as a method of teaching and learning; it would also provide for a revamp of our IT program. The grant is for over two million dollars over five years and is highly competitive.

VI. 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

During the summer four faculty members will be attending the NMHE Assessment & Retention workshop. Their mission is to come up with a strategy and plan to ensure quality in teacher certification for on-line and hybrid courses. Dr. Letteney stated that the outcome of this workshop links into the Title V submission which includes the introduction of five, full online programs by end of the grant. These faculty members will be working closely with the Teaching and Learning Center to come up with strategies, techniques, and tracking mechanisms for faculty teaching online courses.

Another eight faculty members will be attending an Assessment workshop at Main campus where they are trying to build protocols for assessing student learning. The workshop will focus on standardizing student learning outcomes for core courses to ensure consistency University-wide.

This Thursday, May 7, it is anticipated that the Board of Regents will approve the Health IT Program which is funded by the SUNIT Grant awarded to a consortia of two-year colleges across the State. The program should be in place to start in the fall semester.

B. Faculty Assembly Update

Dr. Wood reported that this being finals week the semester is winding down. Faculty Executive elections have taken place and two new members have been elected; Eva Rivera-Lebron is the new Vice-President, and Michael Brown is the Business and Technology Representative. Many faculty members attended the Strategic Planning Town Hall, held last week and found it informative. Finally, faculty members are excited about the summer assessment workshop and the opportunity it provides to improve the assessment process.

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 Updates

Mr. Vigil reported that registration is open for the summer and fall. As of today, summer headcount is 464, down 7%, credit hours down 4.2% from the same day last year. Fall headcount is 652, down 1.2% and credit hours down 8.9%.

Chairman Luna asked about follow-up procedures with students. Mr. Vigil reported that campus advisers are each responsible for a cohort of students whose progress is monitored in order to follow up with them if they do not return. Also there is always a link between enrollment and the economy, as the economy improves some students leave college in favor of fulltime employment others return, but take fewer classes. The average course load has dropped from 10.4 credit hours last year to 8.5 reflecting the current economic upswing.

Some students transfer without gaining an Associate's degree. In 2013-14 over 300 transferred to main campus and a total of 385 to all four year institutions; another 100 students transferred to two-year colleges. Pell also has an impact on summer enrollment which fell from 900 to 600 when summer Pell was discontinued.

Mr. Vigil reported that one of our graduates this year will be receiving her Associate's degree this Friday and will be graduating from School of Dreams High School next Saturday. As Mr. Luna stated, a "poster child" for students who do not take dual credit. Talks are currently in progress with Belen Schools Curriculum Director Matt Williams about setting up a full program of study for some students via dual credit. Mr. Luna talked about the benefit of high school students coming on campus referring to one semester when students had visited the campus for orientation and left with Lobo ID cards. Mr. Vigil responded that Infinity High dual credit students will be taking studio classes on campus this fall.

B. Student Government Update

Mr. Vigil reported that the new Student Government members were sworn-in last week, and the new President is currently at Graduation rehearsal. Mr. Vigil plans to get the new Executive together sometime during the summer so that they can have a plan for their fall activities prior to the start of the semester. Ms. Martinez asked if Student Government would be able to participate in Belen's July 4th Parade. Mr. Vigil responded that Student Government are not required to meet during the summer, in accordance with their Bylaws, however other campus groups might be able to participate.

Discussion followed on the use of "VC" to describe the Campus as opposed to UNM-Valencia.

The report provided by Mr. Sanchez included information on the following: **FY 2015-16 Budget; Campus Renewal Projects; Local Bond Issue.**

**A. Department Update
Campus Renewal Projects**

The Chiller project phase 1 closed yesterday, and offers came in below the engineers' estimate. The Loop Road was supposed to come in today, but the Purchasing Website crashed and the deadline have been extended to tomorrow. The Loop road will link the north and south parking lots internally in the first phase and will eventually link to Patricio Road. Both projects will be starting within the next two weeks.

B. Staff Association

Ryan Baltunis reported that name badges had been issued to 78 of the 96 fulltime staff who requested them. The first Employee of the Month was David Farris who is scheduled to retire next month; this month's nominee is Alex Isais who works for Physical Plant, resulting in representation from a cross section of the campus. A Professional Development Day was held on April 8, featuring a workshop on veterans as students, and a fun workshop on communication styles. Lunch was from Dion's and the only comment was they these events should be held more often. Attendance was high as the internet was down for most of the day and more people were freed-up to attend. Having focused on staff recognition, Staff Association is now becoming more involved with Student Government helping out with the Rocky Horror Picture show event on April 10, the Student Carnival on April 13, and the STEM Earth Day on April 22. When the weather gets warmer they plan to give out free ice-cream, and finally, a summer Car Show, combined with a craft fair and other events.

Chairman Luna suggested name tags would be useful for the Board members; admin staff will look into a re-order.

VIII. ADDITIONS TO THE AGENDA

There were no additions to the Agenda.

IX. ADJOURNMENT

Mr. Griego moved to adjourn the meeting. Ms. Martinez seconded the motion. All members voted "aye." The meeting adjourned at 5:55 pm.

Paul Luna, Chairman