

## **UNM-Gallup College Council Minutes**

**Wednesday, March 20, 2024 | 1 p.m.**

**Executive Conference Room - Gurley Hall 1216A**

### **Attendance**

Dr. Sabrina Ezzell, Chancellor  
John Zimmerman, Dean of Instruction  
Jayme McMahon, Director of Student Affairs  
Robert Griego, Director of Business Operations  
Keri Stevenson, Faculty Assembly President  
Tina Griego, Staff Council President  
Eric Castillo, IT Manager  
Frank Sanchez, IT Technical Analyst 3  
Sgt. Richard Perez, UNM-Gallup Campus Police  
Richard Reyes, Sr. Public Relations Specialist

### **Agenda**

1. Approval of Minutes: Feb. 28, 2024
  - a. Motion to accept by Frank Sanchez. Second by Keri Stevenson. All in favor. No opposition. Minutes approved.
2. Chancellor's Office, Dr. Sabrina Ezzell
  - a. Capital projects update: Albuquerque planning and design folks coming to campus for walkthrough Friday, March 22, to assess spaces that will be updated for student experience as part of General Obligation Bond project. First and second floors of Gurley Hall will be renovated with primary focus on student areas, not business offices. Still in planning phase. No update on CTE renovation. Facilities team is busy preparing for work to get started.
  - b. Employee compensation: Originally it was reported that 100% of employee raises approved by Legislature would be funded. Just found out it's now 80%. Covering the balance will be challenging for the branches. Chancellor will be meeting with legislator soon.
3. Academic Affairs, John Zimmerman
  - a. Strategic Planning: Primarily focused on planning process and fleshing out objectives and tactics. Goal date of June 1 to officially kick off plan. Plan will be publicized, then real work begins.
4. Student Affairs, Jayme McMahon
  - a. Strategic Planning: Focusing on Student Support group for strategic plan. Also working on internal strategic plan for Student Affairs. Looking into student needs and satisfaction survey to reconnect with shifted student demographics. Also important to assess basic needs.

- b. Graduation Update: Graduation date and venue confirmed: 6 p.m. Friday, May 10, 2024, at Angelo DiPaolo Stadium in Gallup. Organizing efforts has been back-and-forth collaboration with GMCS. The Graduation Planning Committee met and will be reaching out for volunteers and encouraging employee attendance.
5. Business Office, Robert Griego
  - a. Budget Planning: Focusing on big picture funds. Three weeks to work on budget planner. Starting with salary planner. Also working with executive team to identify index managers and get comments/feedback from them for their portions of the budget. Also looking at ways to simplify processes, including recruitment costs. Rather than each department having their own recruitment funds, all recruitment funds will be under HR. Business Ops expects the next budget year to be tight. The budget gets tighter every year due to inflation pressures.
6. Facilities and Maintenance, Robert Griego on behalf of Ron Petranovich
  - a. Building Renewal & Replacement: BR&R fund had a lot of expenses early in year, so worked with main campus to move more funding in for urgent projects that may come up.
  - b. Janitorial staff is full, but hiring in progress for supervisor position.
  - c. Lion's Hall demolition still pending, but it has to be done by end of June.
7. Faculty Assembly, Keri Stevensen
  - a. Carolyn Kuchera has agreed to replace Keri as president. Roseanna McGinn is vice president. Most positions on Faculty Assembly are full except no nominees for two-year senator term; still seeking volunteers.
  - b. Question answered on budgetary matters, including mileage and DEI projects.
8. Staff Council, Tina Griego
  - a. Wellness Committee: Weight Loss Challenge is underway. MarketPlace page established to accept payments.
  - b. Development Committee: Seeking collaboration with HR and Student Affairs to promote opportunities available to staff. Executive team has been working with HR consultant from UNM ABQ on training opportunities for past year. Much discussion and agreement about ensuring collaboration so everyone is on same page.
  - c. Staff morale is low: Working on more fun events to bridge gaps and build morale. Keri S. agreed faculty morale is low too.

- d. Food pantry: Still awaiting task force.
9. Diversity, Equity & Inclusion – No report
10. Information Technology, Eric Castillo
- a. Computer Labs on Campus: IT is moving forward to create more BYOD (bring your own device) stations so students can use their own equipment in classrooms, which reduces need for university machines and is more cost effective. Stations would not connect to printers, but IT is working on getting Wepa printers up and running. Question came up about SSTC computer lab being closed and lack of usage. Agreement to work on keeping the lab open regularly and tracking usage.
11. Safety, Sgt. Richard Perez
- a. Cameras are helping to be proactive with monitoring campus, but working to cover blind spots. Lion's Hall camera will be moved to new location (possibly overlooking Calvin Hall Center parking lot and outdoor trail).
  - b. Campus Siren: Working with contacts to find companies submit bids for establishing a siren on campus.
12. Public Relations, Richard Reyes
- a. College Council now has a webpage where meeting minutes will be posted after they're approved.
  - b. Website redesign: Eric Castillo applauded new web designer Renaldo Fowler for work on updating IT page. PR team is working on entire website redesign and hoping to move forward in the summer/fall.
13. Meeting adjourned at 2:32 p.m.