

UNM-Gallup College Council Minutes

Wednesday, Sept. 18, 2024 | 1 p.m.

Executive Conference Room - Gurley Hall 1216A

Attendance

Dr. Sabrina Ezzell, Chancellor
John Zimmerman, Dean of Instruction
Robert Griego, Director of Business Operations
Ron Petranovich, Physical Plant Manager
Eric Castillo, IT Manager
Frank Sanchez, Technical Analyst 3
Ashlee Velasquez, Workforce Development Director
Dr. Carolyn Kuchera, Faculty Assembly President
Richard Perez, Campus Police Sergeant
Tina Griego, Staff Council President
Richard Reyes, Sr. Public Relations Specialist

Agenda

1. Approval of Minutes: Aug. 21, 2024
 - a. Carolyn Kuchera motioned to approve the minutes and John Zimmerman seconded. Minutes approved with unanimous vote.
2. Chancellor's Office, Dr. Sabrina Ezzell
 - a. Sabrina attended the New Mexico Legislative Finance Committee meeting in Albuquerque earlier this week. One day was dedicated to UNM. President Garnett Stokes, Provost & Executive VP for Academic Affairs James Holloway, and new interim Health Sciences Executive VP Michael Richards were present. Legislators were interested in new Health Sciences VP and meeting the increased demand for physicians in the state.
 - b. Legislators were also interested in how colleges are awarded funding for certificates. There is concern about certificates that don't lead to employment or increased earning potential. Sabrina said all certificates at UNM-Gallup have that potential. John Z. noted a new liberal arts certificate may be coming soon.
 - c. Legislators also discussed funding of non-credit workforce development. Sabrina announced UNM-G received \$465,000 in GRO (Government Results & Opportunity) funding for workforce development program for one year.
 - d. Sabrina said there was also a joint meeting for New Mexico Independent Community Colleges and New Mexico Association of Community Colleges. They discussed priorities and will ask for funding increases for

- compensation, student support services, dual credit, campus security, BR&R, ER&R and cyber security. Dollars amounts are being worked out.
- e. HED is asking for \$4 million for basic needs to all higher ed institutions. Money may go toward food pantries and possible housing solutions. Sabrina was encouraged by that but noted we need to keep pursuing our own funding for a food pantry.
3. Academic Affairs, John Zimmerman
- a. John and division chairs are communicating with Ashlee V. to get aligned on for-credit and non-credit programs so they don't conflict.
 - b. Faculty hiring season is starting. Last year had a big pool of new hires; this year fewer hires are expected. Chairs and search committee members will undergo newly required training for hiring process. Working with Advance UNM to plan a branch session in October.
 - c. Academic Affairs is starting semesterly meetings with Student Affairs, McKinley Academy and Middle College High to discuss student needs and potential improvements. Academic schedule will go live in early November when Spring 2025 registration begins.
4. Student Affairs, no report.
5. Business Office, Robert Griego
- a. Gurley Hall renovation meeting was postponed.
 - b. Budget training for supervisors and index managers is planned for 10 a.m.-noon Sept. 27 in SSTC 200.
 - c. Business Ops is still hiring for an accountant.
 - d. Bookstore is still looking for reliable suppliers.
 - e. A few new computers have been ordered for individuals who need an IT refresh. Hoping to refresh computers every 5 years or so.
 - f. Report of Actuals was due last week to HED. Board meeting was canceled this month, but ROA will be posted to website when it's approved.
6. Public Relations, Richard Reyes
- a. PR has teamed up with Multimedia Club to do a video version of the email newsletter to all listservs.
 - b. PR has questions/concerns about issuing LoboAlerts during high-risk emergency situations (not relating to weather closures). Sabrina and Richard agreed to discuss it more and bring the issue to the Safety Committee at their next meeting.
7. Facilities Management, Ron Petranovich
- a. Calvin Hall Center building is back in use for the most part with exception of IT equipment. There are still pending conversations and decisions regarding insurance adjusting for IT equipment. Electrical work is

expected to be done soon. Sheet rock work was done inadequately by vendor. Frank S. asked about the removal of IT equipment and checking in with AVI to ensure service agreement is not impacted negatively.

- b. Vocational renovation project in Gurley is on schedule.
 - c. Lions Hall lighting still has to be completed. Wiring may need to be a greater size. Safety gate is still wanted at Lions Hall, but still awaiting quote from vendor.
 - d. Campus Safety Walk was good. Several things were noticed, and work began immediately to fix them.
 - e. Sabrina asked about Gurley Avenue road repair. Ron did not have details immediately available.
8. Staff Council, Tina Griego
- a. Staff Council Executive Committee members are actively recruiting for their replacements for officer elections in January 2025.
 - b. Staff Council is encouraging Campus Kudos for new employee recognition platform.
 - c. Tina is distributing information to staff regularly about Safety Committee and College Council.
 - d. Events Committee is moving forward with After Hours Fundraiser Dinner, which has been rescheduled for Saturday, Oct. 19.
 - e. Salsa Contest in honor of Hispanic Heritage Month has been rescheduled for Thursday, Oct. 10.
 - f. Richard delivered Development Committee update. The committee met with HR, which provided an update about improvements to the onboard process, which are very promising.
 - g. Staff Council is still working on recruiting for a Lobo Perks Committee to find local discounts.
 - h. Wellness Committee is recruiting for new ambassadors.
9. Information Technology, Eric Castillo & Frank Sanchez
- a. Quotes received for cabling and new cameras for Praxis testing center.
 - b. Eric sent a computer refresh list to Robert G. About 289 machines purchased in 2019 are out of warranty. Recommendation is to refresh 50-55 machines in the library and math lab. On pace to replace 60 machines every year for next four years.
 - c. Eric and Frank had Ad Astra meeting with Valencia campus. They will create an account for Tina G. to get caught up to speed and see if it helps with facilities usage requests.
 - d. Eric received quotes for 10 GB data network. Excess bandwidth that isn't used could be sold to the community.
 - e. Frank brought up Calvin Hall Center IT equipment again. About 40 ports in the affected area tested bad; 20 ports are good. While IT equipment may work, it is not a good idea to use it due to risk of short causing damage. Faculty will be encouraged to not use the bad ports. There are differing

opinions between AVI as service agreement holder and the insurance adjustor; resolution pending.

10. Safety, Sgt. Richard Perez

- a. Safety Week is going well. Richard R. and Jayme McMahon did a good job of organizing the Safety Forum, which had a good turnout from public safety agencies and students. May look into scheduling forum after 5 to accommodate people's work/school schedules.
- b. Safety Walk was also really nice with about 12 participants. Jacob LaCroix did a good job as the tour guide and will write a report about the walk. Ozzy Guerrero and Ron P. took detailed notes and photos.
- c. Richard P. gave a reminder of upcoming Narcan training, noting that many local arrests are related to fentanyl. John Z. noted that during the safety forum, the Metro Dispatch deputy director said 9 out of 10 calls are related to fentanyl, so it is a significant problem in our area.

11. Faculty Assembly, Carolyn Kuchera

- a. Faculty Assembly is wrangling with committee assignments and finding people to serve as chairs for those committees. Ops Committee met and identified tasks to work on. Carolyn and Ops Committee also met with executive leadership to hammer out agenda and concerns.
- b. Carolyn shared details of upcoming Faculty Assembly meeting
- c. UNM Faculty Research Development Officer Andrea Orzoff will meet with interested UNM-G faculty members on Oct. 18.

12. Workforce Development & Community Education, Ashlee Velasquez

- a. Ashlee is working on a solar technician certification at UNM-Gallup to begin in Spring 2025. She is trying to find space for hands-on training and reaching out to local organizations for potential partnerships.
- b. Ashlee is also working on Ed2Go online courses through UNM-Gallup. Most are self-paced and some are instructor based. Letter of agreement is pending. Tuition remission applies to these courses. Ed2Go runs through UNM Continuing Education.
- c. Ashlee attended New Mexico workforce conference and Navajo Nation economic development conference. Solar was a major subject at both.
- d. Administrative Assistant job posting is closing soon. 43 people applied.
- e. Ashlee established connections with workforce programs at other UNM branches to begin working together and brainstorming ideas.

Meeting adjourned at 2:24 p.m.