



Local Advisory Board

2005

Signed Minutes
Archives

UNM GALLUP LOCAL BOARD MINUTES

Tuesday, January 26, 2005
Six O'clock p.m.

Gallup

UNM GALLUP LOCAL BOARD

Mr. Bill Bright
Ms. Ruby Wolf
Ms. Theresa Dowling
Mr. Ernest Mackel
Mr. Brett Newberry

UNM-GALLUP CAMPUS STAFF AND GUESTS:

Dr. Beth Miller, Executive Director
Dr. Christine Marlow, Dean of Instruction
Mr. Tom Ray, Director Student Services
Mr. Larry Sanderson, Director Community Affairs
Mr. Farhad Javaheripour, Director Business Operations
Mr. David Stewart, Interim Business Operations Manager
Dr. Charles Kaplan, Principal, MCHS/CCTE
Dr. Dusti Becker, Interim Zuni Campus Manager
Ms. Kathy Head, Chair Nursing Department
Dr. Kamala Sharma, Assistant Professor, Math & Science
Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Chairperson Bright called the January 26, 2005 meeting of the UNM Gallup Local Board to order at 6:15 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

- A. Mr. Larry Sanderson, Director Community Affairs
- B. Dr. Kamala Sharma, Assistant Professor, Math & Science
- C. Dr. Dusti Becker, Interim Zuni Campus Manager
- D. Mr. David Stewart, Interim Business Operations Manager
- E. Dr. Z will have surgery on one of her knees to repair a break in her knee replacement. It is not anticipated that she will be back to work until late February.

AGENDA ITEM V - Approval of Agenda

Motion was made by Brett Newberry to approve the January 26, 2005 UNM-Gallup Local Board Agenda as presented. Seconded by Theresa Dowling. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - Board Business

Motion was made by Brett Newberry to approve the November 16, 2004 Local Board Minutes. Seconded by Theresa Dowling. Motion was approved by unanimous roll call vote.

Motion was made by Brett Newberry to approve the December 16, 2004 Local Board Minutes. Seconded by Theresa Dowling. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Education

Dr. Sharma spoke on the National Institutes of Health Grant she received for UNM-G. Dr. Sharma teaches Chemistry. She attended a 10-week workshop and grant writing training at NIH this last summer where she applied for the grant. We have received a NIH grant in the amount of \$248,400 for a period of 5 years. She proposed to promote biomedical and behavioral sciences. She has held one faculty workshop on grant writing during faculty development week and is planning another workshop in March.

AGENDA ITEM VIII - Division/Department Reports

- A. Dr. Marlow reported that there is a great need for full-time faculty in the Transitional Studies Department and needs assistance from the Board to help find additional funds for faculty positions. We are looking for ways to assist the successful transition of students and turning UNMG into a learning centered institution.
- B. Tom Ray reported Extended University has asked for more space on campus. They are using 17% of our available classroom space after 4:00 pm, one-third of the Financial Aid staff is working full-time for Extended University students, and we have 22 staff in student services handling the 3,120 students in a two-day period of time. Five of those are advisors. We would like to spread this out but most of our students wait until the last minute to get advising and enroll.

Good news is that we do not have to worry about being 3% short on credit hours. We might make the 3% increase 52,598 credits as of last night. We had 54,473 last year at this time. We have not enrolled the high school students or the students for the CDD Grant from UNM. We have 2,573 students enrolled right now and hope that it will go up to 3,000. Last year we were at 3,072. We are offering 362 sessions of classes. Most of the courses have only one or two sessions. English 101 has ten sessions. We have less than a 10% cancellation of classes this semester.

The Board stated that they would back UNM-Gallup if they politely state that we do not have the room available to give Extended University more room. If we give the room to them, we cannot offer the classes we need to offer to support our programs.

- C. Farhad Javaheripour had no verbal report.
- D. Kathy Head reported we just got the official board scores from the Board of Nursing. We are at 75%. There are some students that graduated before 2001. The first student that graduated last May has just taken her boards and passed. We have been making great progress in retention. December graduating class is just beginning their preceptorships. They will be ready to take their tests in the next couple of months. We have 78 students this semester not counting the 12 that haven't graduated. We have to cut courses because we don't have classrooms available to hold the classes. We are now admitting students from other programs (TVI, Colorado, Luna) into our program. We admitted 24 students in January. We now have students at all the outside hospitals Ft. Defiance, Grants, Crownpoint and Zuni. GIMC does not accept students because they are so shorthanded.
- E. Dr. Kaplan had no verbal report.
- F. Ron Petranovich reported that there is a need for General Services Assistant technician to help with the ever-growing maintenance tasks to be performed on the UNM-Gallup facilities. For the last 20 years we have been able to maintain the campus but with the buildings getting older and needing more maintenance, we need additional help. The dollars that we receive for square footage traditionally goes for custodial care. With the BR&R funding we have been able to go ahead and address some of these issues. Former Executive Directors have used that money for other things. Ron commended Dr. Miller for seeing that these funds are being spent to help keep the buildings in good repair.
- G. Linda Thornton reported that there is no limit to the ways we can use KGLP. We need to encourage faculty and staff to support and use KGLP as an asset in the information network to get information to students. We need to encourage more faculty and staff participation in extra curricular and community activities on campus. We seem to see the same few people actively participating.

All other reports were submitted in written form.

AGENDA ITEM X - Executive Director's Report

- A. Technical High School – We were notified that we were one of the 10 finalist for the Technical High School. We were tentatively awarded \$600,000 and \$150,000 from the PED for planning. After the meeting the CHE Board stated that they did not like the CHE recommendations and it was then tabled and the CHE was to go back to the drawing board and report back to them. Executive Director, Leticia Chambers, stated that the Gates Foundation would be a good place for us to look for funding for this school.
- B. Fact Book – All of our legislators have a copy of the Fact Book. We are requesting pork money for the three projects listed in the front of the Fact Book. Patty Lundstrom has presented a bill for the \$75,000 to stucco the commons area of Gurley Hall. Dr. Miller was in Santa Fe to answer questions from the House Legislative Committee.
- C. Meeting of Board Candidates – It has been very difficult contacting the candidates and we have not been able to set up a meeting.
- D. Candidate Forum – We are having a virtual forum on KGLP radio. The forum will be broadcast on Sunday afternoon.

- E. GO Bond Election – Dr. Miller has visited all the service clubs in the area along with some of the staff and board members. All of the Chapter Houses have been given flyers and information. We were on the agenda at several Chapter Houses and staff and Tom Ray went and spoke on the bond and mill levy issues. We have ads running on the TV and radio in Gallup. Zuni Public Radio should be running ads.
- F. Other items reported:
 - a. Dr. Miller passed out the Governor's Task Force initiative and our response to it again and asked the Board members to keep it handy because we might need you to go to Santa Fe and answer questions for the legislature. There are several bills concerning the Governor's Task Force recommendations and Commission on Higher Education that are being presented this session in the legislature.
 - b. The Bill from Patty Lundstrom requesting that Local Boards for all branch campuses be given more authority when it comes to hiring the Executive Director has been presented at the legislature. This bill is reviewed by several entities there is some concern that this bill could be unconstitutional by taking authority from the Regents
 - c. Ads for the Directors of Business Operations, Student Services and the Manager for the Zuni Campus should be going out soon.
 - d. Dr. Miller attended the Achieving the Dream State Policy meetings in Florida with Frank Renz. States of Florida, Texas, Virginia, North Carolina and New Mexico attended the conference. It was very interesting to hear, at the state level, what the other states are doing regarding retention issues of students in community colleges. One of the big things that are of a real value to all of the states is a data warehouse that all of these schools can tap into and the data they get makes sense from one school to another, it is a common data item that also includes the public schools. I think that this is going to be a recommendation that we are going to try to start for New Mexico. We need to find out who the legislators are that support the community colleges in the state to get grassroots support at the state level for the things we would like to do with this.
 - e. Next month we want to take Board pictures. It was suggested that board pictures be displayed in the commons area or down the hallway to the Director's Office.
 - f. Bill Bright was presented with a gift from the UNM-Gallup Board for his service to UNM-Gallup.

AGENDA ITEM XI - Old Business

None

AGENDA ITEM XII - New Business

None

AGENDA ITEM XIII - Campus Master Planning

Campus Master Plan (John Petronis) – Facilities Planning had thought that UNM-Gallup could piggyback on Valencia's contract. They found that we cannot - Facilities has sent out RFPs to John Petronis and three other companies; the bid will close on February 14. Facilities will get the award letter out and try to have a contract signed by the end of February or the first part of March.

AGENDA ITEM XIV - Additional Items Placed on the Agenda

Bill Bright spoke about the McKinley County Youth Water Awareness Day that will be held at UNM-Gallup on April 30 in Gurley Hall. This will take place of the Science Fair that has been held in the past. They are hoping to educate the next generation about water problems in the southwest.

AGENDA ITEM XV - Adjourn For Executive Session

Motion was made by Theresa Dowling to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Seconded by Ernest Mackel. Motion was approved by unanimous roll call vote at 7:47 PM.

AGENDA ITEM XVI – Executive Session

Limited Personnel Issues

AGENDA ITEM XVII – Executive Session Adjournment

Motion was made by Ernest Mackel to adjourn the Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 and reconvene the Regular meeting of the UNMG Local Board. Seconded by Brett Newberry. Motion was approved by unanimous roll call vote at 8:43 PM.

Upon reconvening the regular meeting of the Local Board Bill Bright instructed Beth Miller to write a letter to the Provost regarding possible disciplinary action of one of the employees. Each member of the Board will sign the letter.

AGENDA ITEM XVIII - Adjournment

Motion was made by Ruby Wolf to adjourn. Seconded by Theresa Dowling. Motion was approved with unanimous roll call vote at 8:45 PM.



Bill Bright, Chair



Theresa Dowling, Secretary

Christy Butler
Executive Assistant

UNM GALLUP LOCAL BOARD MINUTES

Wednesday, February 23, 2005
Six O'clock p.m.

Zuni

UNM GALLUP LOCAL BOARD

Mr. Bill Bright - not present
Ms. Ruby Wolf
Ms. Theresa Dowling
Mr. Ernest Mackel
Mr. Brett Newberry

UNM-GALLUP CAMPUS STAFF AND GUESTS:

Dr. Beth Miller, Executive Director
Dr. Christine Marlow, Dean of Instruction
Mr. Tom Ray, Director Student Services
Mr. Larry Sanderson, Director Community Affairs
Dr. Dusti Becker, Interim Zuni Campus Manager
Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Vice Chair Wolf called the February 23, 2005 meeting of the UNM Gallup Local Board to order at 6:35 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

Dr. Z is at home. She is recovering from her last knee surgery and going to physical therapy.

AGENDA ITEM V - Approval of Agenda

Motion was made by Theresa Dowling to approve the February 23, 2005 UNM-Gallup Local Board Agenda seconded by Ernest Mackel. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - Board Business

Motion was made by Brett Newberry to approve the January 26, 2005 UNM-Gallup Local Board Minutes as presented. Seconded by Theresa Dowling. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Education

Legislative Updates

- A. HB745 - Higher Education as Cabinet Department – Both four and two-year institution representatives have been meeting with the Governor on this bill. Section 31 has been removed from this bill. This section would have required all Community Colleges be revisited.
- B. Lottery Scholarship Bills – All of the bills below have had their initial hearing.
 1. HB119 - Extending Eligibility for Tuition to Two Years After Graduation – This would establish a wait out period for students who are not ready to attend college.
 2. HB138 - Extending Duration of Program Eligibility – This bill would extend the period from four-years to five-years.
 3. HB140 - Extending Eligibility to Students with Associate Degree – After receiving an Associate Degree the student would be eligible to further their education within two-years to attain their Bachelor's Degree.
 4. HB551 - Extending Eligibility to Tribal Colleges – They have to be regionally accredited colleges. This would include SIPI, AIAI and Diné College. CIT is not regionally accredited.
- C. SB669 - College Affordability Act – This would provide eligible students with \$1,000 per semester for students for college expenses. It is not clear how this would work with the other bills that are being presented.
- D. HB287 - Future Educational Retiree Benefits – Working on making the differences between ERA and PER more equitable.

AGENDA ITEM VIII - Division/Department Reports

- A. Dr. Marlow – We could have filled more sections of classes if we had more instructors. We need to find the resources to hire more full-time faculty. Our pool of faculty is very small in some areas. This has a large impact on our enrollment. One example of this is: If we have someone who has a master's in History and a Ph.D. in English this person cannot teach a History class that the credits will transfer to UNM-A, however, if that same person were to teach a History class at San Juan College the class credits would transfer. Some departments on main campus are more stringent in the implementation of this requirement. We would like to have more flexibility in our hiring of adjunct faculty. Mr. Ernie Mackel stated that since this is his last meeting, he felt that this was a situation that the Board should get with the administration of UNM-Gallup and then resolve this issue with the Regents.
- B. Tom Ray reported that we are looking at about the same enrollment as last year. We are not looking for a 3% increase like we did last year; additional 1500 – 1800 credits would be needed for the increase.
- C. David Stewart - Business Operations report was submitted in written form.
- D. Larry Sanderson - No verbal report was given.
- E. Dusti Becker reported that a meeting was held at the Zuni Campus with the Tribal Program Managers and Division Directors. We are going to hold a Microsoft Excel workshop in March and other computer classes during the summer. The meeting was very productive. The Tribal Government is reviewing their policy on promotions in relationship to training and education. They are considering implementing a Training and Education Index so that they would have a better way of recognizing achievement of the employees. Enrollment is consistent with last spring semester.

AGENDA ITEM X - Executive Director's Report

- A. GO Bond Election – The Bond and Mil Levy questions were passed on the February 1 election. We met with Al Clemmons last week on the schedule for Bond sales. Our kick off meeting for the discussion on the Phase II Health Careers will be on March 4. The money from the state GO Bond election will be available to us on March 1. June Shack from the Zuni Public School District and Gloria Mae Skeet from the Gallup McKinley County School District were the successful candidates for election to the Board. They will be sworn onto the Board at the March meeting.
- B. HIT - AHIMA Council on Accreditation site visit 1/31-2/1 – They were very pleased with what they saw. They had less than one page of recommendations to make. We do not know if we were recommended for accreditation, as they do not announce that. We do not know when the committee will let us know. Melody Brashear has worked very hard on getting this program online for the last two years.
- C. Workforce Development Mtg 2/2 – Dr. Miller and Bob Kuipers attended this meeting in Farmington. A large group of people from around the state from PED, Workforce Development, Economic Development, members of the Albuquerque Chamber of Commerce as well as school district and college people were in attendance. They were on a listening tour around the state to hear what the different districts around the state need and are doing to promote workforce development. No recommendations were given at this meeting.
- D. Gallup Day on February 7 was very successful and we held a reception that evening at the Governor's mansion. Community College Day was held this last Monday. We had two students that we honored for the All Academic Team. Christina Paiz is finishing her Associate of Cosmetology. She said that she took this so she would have a good paying job while she continues her education in psychology. Nicholas Beltran has been working with Dr. Sharma helping her with research. He thinks he wants to be an optometrist but is not sure yet. Their families accompanied Christina and Nicholas to Santa Fe and were very proud of them.
- E. McKinley Area Education Consortium met last month. We had received information from CHE on the Technical High School. We had two days to respond to the questionnaire they sent. Dr. Kaplan responded and we have not heard anything yet. The planning grant of \$150,000 will have to be spent by June 30. When Dr. Miller was in Santa Fe this last week she spoke with Kurt Steinhouse on this matter. He has asked for the deadline for the expenditure of this money to be extended. We need to start working on which academy should be the first to be started. April 20 is the next meeting.
- F. Achieving the Dream, Washington DC – Dr. Miller attended this meeting as a representative of the state policy team. Two issues were discussed. First was FERPA covering confidentiality of records and data collection and issues that some of the other states are facing. The second was illegal immigrants on our campuses about charging tuition and should we allow them to enter. Texas has made some inroads on these issues.

- G. Technical High School – Kurt Steinhouse has also requested that the planning time and expenditure of the \$100,000 grant for Dropout Prevention be extended. Hopefully this will be added to HB2.
- H. Other items may be reported
 - a. Dr. Z is home and recuperating.
 - b. April 21 we are having an Open House from 10 – 6.
 - c. The ads for Director's of Business Operations and Student Services should be going out this week. The ad for Manager, Zuni Campus is already out.
 - d. Ernest Mackel was presented with a gift from UNM-Gallup Board for his service to UNM-Gallup.

AGENDA ITEM XI - Old Business

None

AGENDA ITEM XII - New Business

None

AGENDA ITEM XIII - Campus Master Planning

Campus Master Plan (John Petronis) – Dr. Miller reported that UNM-A has completed the RFP process and will be sending a contract out to Mr. Petronis. We have invited him to come to campus on March 4 with Gil Berry for the initial discussion of the Health Careers Building Phase II and other capital outlay projects. The UNM-Gallup Work Plan was discussed.

AGENDA ITEM XIV - Additional Items Placed on the Agenda

None

AGENDA ITEM XV - Adjourn For Executive Session

Motion was made by Theresa Dowling to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Seconded by Ernest Mackel. Motion was approved by unanimous roll call vote at 7:42 PM.

AGENDA ITEM XVI – Executive Session

Limited Personnel Issues

AGENDA ITEM XVII – Executive Session Adjournment

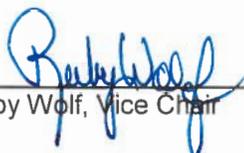
Motion was made by Ernest Mackel to adjourn the Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 and reconvene the Regular meeting of the UNMG Local Board. Seconded by Theresa Dowling. Motion was approved by unanimous roll call vote at 8:12 PM.

Upon reconvening the regular meeting of the Local Board Brett Newberry instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and keep UNMG Local Board informed of the status of these issues.

Dr. Miller stated that there was a one page financial report concerning tuition and possible technology fee from Dave Stewart that was omitted during the Department Reports, Item C. This report clearly shows that if the legislature approves the CHE recommendation of an additional 3% against tuition we will only realize \$0.08 per credit hour; and with a 4% increase we would be losing \$0.45 per credit. The legislative session will be over by the next meeting and we will know then what recommendation we need to make.

AGENDA ITEM XVIII - Adjournment

Motion was made by Brett Newberry to adjourn. Seconded by Ernest Mackel. Motion was approved with unanimous roll call vote at 8:23 PM.



Ruby Wolf, Vice Chair

Christy Butler, Executive Assistant



Theresa Dowling, Secretary

UNM GALLUP LOCAL BOARD MINUTES

Wednesday, March 23, 2005
Six O'clock p.m.

Gallup

UNM GALLUP LOCAL BOARD

Mr. Bill Bright - not present
Ms. Ruby Wolf
Ms. Theresa Dowling
Mr. Ernest Mackel – not present
Mr. Brett Newberry
Ms. Gloria Skeet deCruz
Ms. June Shack

UNM-GALLUP CAMPUS STAFF AND GUESTS:

Dr. Beth Miller, Executive Director
Dr. Christine Marlow, Dean of Instruction
Mr. Larry Sanderson, Director Community Affairs
Ms. Linda Thornton, Sr. Public Relations Representative
Mr. Monroe Walker, Grant Writer
Ms. Kathy Head, Chair, Nursing
Ms. Elsie Baldwin, Administrative Assistant II
Ms. Christy Butler, Executive Assistant
Judge Linda Padilla

AGENDA ITEM I & II - Call to Order & Roll Call

Vice Chair Wolf called the March 23, 2005 meeting of the UNM Gallup Local Board to order at 6:25 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

- A. Judge Linda Padilla
- B. Gloria Skeet deCruz
- C. June Shack
- D. Monroe Walker, Grant Writer

AGENDA ITEM V - Oath of Office

Judge Linda Padilla gave the Oath of Office to the following elected board members:
Position 2 – Gloria Mae Skeet, Position 3 – June Shack

AGENDA ITEM V - Approval of Agenda

Motion was made by Theresa Dowling to approve the March 23, 2005 UNM-Gallup Local Board Agenda seconded by Brett Newberry. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - Board Business

Motion was made by Brett Newberry to approve the February 23, 2005 UNM-Gallup Local Board Minutes as presented seconded by Theresa Dowling. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Education

- A. Discussion of Tuition Increase – Dr. Miller explained to the Board the necessity of the tuition increase due to the proposed tuition credit increase from the state legislature. Dr. Miller has spoken with the Student Senate officers about the tuition increase from \$44 to \$48 for resident students and the necessity of increasing non-resident tuition for seven or more hours from \$97 to \$125 because we are losing over \$19,000 a year for non-resident students. The Student Senate officers then took the proposal to the Student Senate. The Student Senate approved the increase in tuition for both resident and non-resident students.
- B. Discussion of Initiating Student Fees – Dr. Miller reported to the Board the reason for the student fee is to help finance the technical arena improvements and to help pay for disposable supplies for academic departments. She also had spoken with three officers of the Student Senate about a \$10 student fee. The Student Senate has approved the student fee.

Ruby Wolf stated for the record that the Board is very frustrated with the situation in increasing tuition because we have to give more money for tuition credit without knowing where and how the money is being spent.

AGENDA ITEM VIII - Division/Department Reports

- A. Dr. Marlow – Final stages in submitting the proposal grant for Achieving the Dream (AtD) due on March 30. Lumina Foundation has requested that we use the terminology AtD. Lumina has asked that we really look into our data we have recorded particularly the success rates of our students. We have found that over 80% of our students test into Transitional Studies courses. We also find a low success rate with these students. As a result of our surveys, we are finding that students do not feel a connection to the campus and a part of the college community. So we are proposing a number of strategies:
 - 1. Increase articulation between the high schools and the college. We have already created a task force to talk about math and English so the students are better prepared when they get to the college. We are providing workshops for the high schools and the college advisors.
 - 2. We are instituting prerequisites, but will still have open enrollment. We are recommending that students test into classes so the students are better prepared for the course and have a more successful outcome.
 - 3. Propose that learning communities be set up.

We are working on the schedule for the summer and fall. Also working on putting together a checklist for each certificate and degree program to help students keep track of their classes they need to graduate.
- B. Tom Ray – no report
- C. David Stewart – Reported by Dr. Miller under Agenda Item VII.
- D. Larry Sanderson – Requesting time at the next meeting to report on the Community Affairs Department and a draft of a plan for foundation development. The new website format is up and running.
- E. Ron Petranovich – no report
- F. Jim Blackshear – no report
- G. Kathy Head – Board of Nursing was here this last week for an informal visit. Our official pass rate for our nursing students is 80%. Nursing program is seeing a great improvement in retention because of Anne Galanis's working in helping the students.
- H. Dr. Kaplan – no report

AGENDA ITEM X - Executive Director's Report

- A. Meeting with Zuni Tribal Council March 3 – Dr. Miller, Larry Sanderson, Bob Kuipers, Dr. Becker, Ruth Haskie and Ruby Wolf met with the Council regarding training needs for the Tribe. Anderson School of Management program is a good match and we are working on getting programs set up.
- B. GO Bond Update – Al Clemmons has recommended that we sell \$5 million this year, \$5 million next year and \$6 million in the final year. Discussed the timeline for the sale of the Bonds.
- C. Legislative Update – HB67 has passed we have not able to find the SB. We are currently doing everything that this bill is already in our Operating Agreement. We are not sure if we will receive the science cluster funding at the rate of the four-year colleges. Lottery wait out bill did not pass. When the paper listed the appropriations for Gallup UNM-G only received \$5,000.
- D. MCHS Dropout Prevention Grant – Working on the contract with PED.
- E. Technical High School – Working on the contract with PED. Finance Authority and LFC is dragging their feet regarding the extension.
- F. Other items may be reported
 - a. Dr. Z is doing well and hopes to be back part-time within the next couple of weeks.
 - b. Think about the summer retreat and come next meeting with dates.
 - c. Had Board orientation yesterday with the two new board members.
 - d. We are getting ready to start planning our Chapter House visitation.
 - e. Provost Foster has stepped down. Reed Dasenbrock is now the Acting Provost and as of July 1 will be the Interim Provost. The Branch campuses will be meeting with him next week.

The Board recommended we send a project update report to the community. We may need to have an earlier retreat.

AGENDA ITEM XI - Old Business

None

AGENDA ITEM XII - New Business

- A. Election of 2005/2006 Local Board Officers.
- Vice Chair, Ruby Wolf opened the floor for nominations for Chair. Brett Newberry nominated Ruby Wolf. Motion was made by Gloria Skeet deCruz to close nominations seconded by June Shack. By unanimous vote Ruby Wolf was elected as Chair of the Local Board.
 - Chair Ruby Wolf opened the floor for nominations for Vice Chair. Chair Ruby Wolf nominated Brett Newberry. Motion was made by Gloria Skeet deCruz to close nominations seconded by June Shack. By unanimous roll call vote Brett Newberry was elected as Vice Chair. Chair Ruby Wolf welcomed Brett Newberry as Vice Chair of the Local Board.
 - Chair Ruby Wolf opened the floor for nominations for Secretary. Brett Newberry nominated Theresa Dowling. Motion was made by Gloria Skeet deCruz to close nominations seconded by June Shack. By unanimous roll call vote Theresa Dowling was elected as Secretary. Chair Ruby Wolf welcomed Theresa as Secretary of the Local Board.
- A. Tuition Increase –
- Motion was made by Brett Newberry to raise tuition to \$48 with the \$2 Student Senate fee for a total of \$50 per credit hour effective starting the 2005 summer semester. The motion was seconded by Theresa Dowling. Motion approved by unanimous roll call vote. Chair Ruby Wolf declared the motion passed.
 - Motion was made by Brett Newberry to raise non-resident tuition to \$125 per credit hour over 6 credit hours. The motion was seconded by June Shack. Motion approved by majority roll call vote with Theresa Dowling voting no. Chair Ruby Wolf declared the motion passed.
- B. Student Fees –
- Motion was made by Theresa Dowling to approve the \$10 per student per semester student fee effective starting the 2005 summer semester. The motion was seconded by Brett Newberry. Motion approved by unanimous roll call vote. Chair Ruby Wolf declared the motion passed.
- C. Resolution – Notice of Bond Sale –
- After the resolution was read by Secretary, Dowling, motion was made by Theresa Dowling to approve the Resolution of Results of Regular Branch Community College District Election and Branch Community College District Bond Election and Special Levy for Branch Community College District Capital Improvements and Current Operations Option. Motion seconded by Gloria Skeet deCruz. The motion to adopt the resolution was approved by unanimous roll call vote. Chair Ruby Wolf declared the motion and the resolution adopted.

AGENDA ITEM XIII - Campus Master Planning

Report on March 18 meeting with Gil Berry and John Petronis – The handout John Petronis had at the meeting was distributed to everyone present. Health Careers building will be the first building constructed. We may have two or three projects underway at the same time. The organization of building committees is underway.

AGENDA ITEM XIV - Additional Items Placed on the Agenda

None

AGENDA ITEM XV - Adjourn For Executive Session

Motion was made by Theresa Dowling to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by Brett Newberry. Motion was approved by unanimous roll call vote at 8:31 PM.

AGENDA ITEM XVI – Executive Session

Limited Personnel Issues

AGENDA ITEM XVII – Executive Session Adjournment

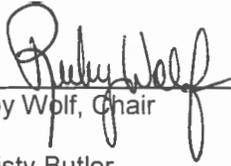
Motion was made by Brett Newberry to adjourn the Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 and reconvene the Regular meeting of the UNMG Local Board. Motion seconded by Theresa Dowling. Motion was approved by unanimous roll call vote at 8:45 PM.

Motion to reconvene the meeting from the executive session was made by Gloria Skeet deCruz. Motion seconded by Theresa Dowling. Motion was approved by unanimous roll call vote at 8:46 PM.

Upon reconvening the regular meeting of the Local Board Brett Newberry instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues.

AGENDA ITEM XVIII – Adjournment

Motion was made by Theresa Dowling to adjourn. Motion seconded by Brett Newberry. Motion was approved with unanimous roll call vote at 8:48 PM.



Ruby Wolf, Chair

Christy Butler,
Executive Assistant



Theresa Dowling, Secretary

UNM GALLUP LOCAL BOARD MINUTES

Wednesday, April 27, 2005
Six O'clock p.m.

Zuni

UNM GALLUP LOCAL BOARD

Ms. Ruby Wolf	P
Ms. Theresa Dowling	A
Mr. Brett Newberry.....	A
Ms. Gloria Skeet deCruz	P
Ms. June Shack.....	P

UNM-GALLUP CAMPUS STAFF AND GUESTS:

Dr. Beth Miller, Executive Director
 Dr. Christine Marlow, Dean of Instruction
 Mr. Larry Sanderson, Director Community Affairs
 Mr. Tom Ray, Director Student Services
 Mr. David Stewart, Interim Director Business Operations
 Dr. Dusti Becker, Interim Manager South Campus
 Mr. Vincent Trujillo, Assistant Vice President George K. Baum
 Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Chair Wolf called the April 27, 2005 meeting of the UNM Gallup Local Board to order at 6:23 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

Vincent Trujillo, Asst. VP, George K. Baum

AGENDA ITEM V - Approval of Agenda

Dr. Miller suggested that Mr. Trujillo's report on the Bond Sale be moved from New Business to after approval of the Agenda. Motion was made by June Shack to approve the April 27, 2005 UNM-Gallup Local Board Agenda with the change in the Agenda seconded by Gloria Skeet deCruz. Motion was approved by unanimous roll call vote.

As a Point of Order, Chair Ruby Wolf appointed June Shack as Secretary for this meeting.

Resolution - Adopt Notice of Bond Sale – Dr. Miller made a recommendation to the Board for sale of \$5 million in bonds. Motion was made by Gloria Skeet deCruz to approve the Resolution of Regular Branch Community College to sell \$5 million in Bonds on May 26, 2005. Motion seconded by June Shack. The motion to adopt the resolution was approved by unanimous roll call vote. Chair Ruby Wolf declared the motion and the resolution adopted.

AGENDA ITEM VI - Board Business

Motion was made by Gloria Skeet deCruz to approve the March 23, 2005 UNM-Gallup Local Board Minutes as presented seconded by June Shack. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Education

UNM-G Foundation with possible action next meeting – Larry Sanderson presented several Power Point slides defining the purpose and function of a foundation. A memo and copy of potential By-Laws for the foundation board was given to the Board for review. Larry Sanderson requested to be on the Agenda at the next meeting for a Resolution for the Foundation Board. Ruby Wolf recommended that the Ambassadors be the first line to be looked at for members of the Foundation Board. Ms. Wolf asked that the Resolution for the Foundation Board be put on the Agenda under New Business for the May 12, 2005 meeting.

AGENDA ITEM VIII - Division/Department Reports

- A. Dr. Marlow – Lumina Foundation proposal has been submitted. Most of her energy has been spent in formalizing the faculty handbook regarding policies and procedures. It is now ready to go before the faculty at UNM-A and UNM-G. She will be able to spend more time on campus now that her prior commitments have been fulfilled.
- B. Tom Ray – Dr. Miller reported that Summer/Fall 2005 schedules are at the printer. Registration is underway for the summer session.
- C. David Stewart – Reported on the 2005-2006 Budget. See Attachment 1 Executive Budget Summary. Budget totals \$13,063,679 with a shortfall of \$227,722. See Attachment 2 FY05-06 Proposed Revenue Budget.
- D. Larry Sanderson – Report was given under AGENDA ITEM VII.
- E. Ron Petranovich – Dr. Miller reported that we will be able to put fiber optic underground when the road project is underway. This will make the microwave internet connection to the gym obsolete and greatly improve the connection. The Gurley Road project should begin in May and be completed in November.
- F. Jim Blackshear – Dr. Miller reported that IT continues to work on improving our infrastructure distance communications. There is a classroom at the Zuni campus that still needs to be converted to a smart classroom; that should take place this summer.
- G. Kathy Head – Dr. Miller reported that 22 students will graduate 11 will go to RMCH to work.
- H. Dr. Kaplan – Dr. Miller reported that MCHS will be graduating 13 students. Six of these graduates have been admitted to UNM 1 in honors program.

AGENDA ITEM X - Executive Director's Report

- A. BtO Meeting in Santa Fe on March 29 – NMACC has the grant for workforce development with the Ford Foundation. Dr. Miller made several contacts there for economic development in McKinley County.
- B. Workforce Development SFCC on March 30 – Spoke about the changes in federal funds.
- C. Quality New Mexico – Along the lines of AQIP uses the Baldrige criteria.
- D. Higher Learning Commission in Chicago - AQIP – We have submitted our workbook focused on three projects: 1. Project Success 2. Community of Educators 3. Centers of Excellence. AQIP will be sending to our AQIP Team copies of all attending college's workbooks for feedback to be given to all participating college teams.
- E. Regents Meeting – Discussed the compensation recommendations and passed our tuition increase. However, they missed voting on our \$10 student fee. They will vote on the fee at their next meeting on May 13, 2005.
- F. Extended University meeting with Reed Dasenbrock & Branch Directors – Branch campus directors presented their concerns regarding EU. Jerry Dominguez has proposed that we would get \$50,000 this year and next. We have agreed to do that. We are meeting May 11 2005 for further discussion. Reed has setup an office with phone lines, fax, computer and half-time administrative support person.
- G. MCHS Dropout Prevention Grant – HB2 did contain language to extend the funds for another year. PED is not sure how the new process is to work. Dr. Kaplan is working with a consultant.
- H. Technical High School Planning Funds and Capital Funds – Marybeth Schubert has been hired to be our consultant for this initiative. While discussing this project, she informed us about an NSF Grant initiative that has been presented for \$1.8 million. We should have information on this grant in May and then submit the grant in October. The McKinley Area Education Consortium (MAEC) may meet on June 15 to further discuss the Technical High School.
- I. Site Visit by Lumina – They wanted to see what we were doing with the AtD program. They were very pleased with what they saw.
- J. Site Visit by PED re: Career Tech Programs – There were in the area for three days visiting the public schools and UNMG. They stated that we were models for the state and that TVI and Rio Rancho would do well to go Gallup to see how the program should work. GMCS and UNMG have a relationship that is not seen anywhere else in the state.
- K. Other items may be reported
 - a. Smith Lake Elementary has been turned over to the Tribe.
 - b. GMCS is building a new high school in Ramah and has asked if we would like the old school. Possible site for Technical HS.

AGENDA ITEM XI - Old Business

None

AGENDA ITEM XII - New Business

- A. Resolution - Adopt Notice of Bond Sale – See under AGENDA ITEM V.
- B. 2005-2006 Budget – Approval - Motion was made by Gloria Skeet deCruz to approve the 2005/2006 UNM-Gallup Budget. The motion was seconded by June Shack. Motion approved by unanimous roll call vote. Chair Ruby Wolf declared the motion passed.
- C. Discussion on Retreat – At the March meeting the board mentioned that they would like to have two retreats this summer. Tim Karpoff is available June 18 and all Saturday's in July but the 2nd. Board will meet on July 23 for the first retreat.

AGENDA ITEM XIII - Campus Master Planning

Progress on Master Plan – John Petronis and Susan were on campus last week doing interviews. They will be back on campus to meet with those people who were unable to meet with them one day the first week of May. All Board members present said they could meet with the Master Planner on the morning of May 2.

AGENDA ITEM XIV - Additional Items Placed on the Agenda

None

AGENDA ITEM XV - Adjourn For Executive Session

Motion was made by Gloria Skeet deCruz to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by June Shack. Motion was approved by unanimous roll call vote at 8:33 PM.

AGENDA ITEM XVI – Executive Session

Limited Personnel Issues

AGENDA ITEM XVII – Executive Session Adjournment

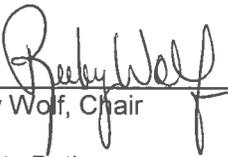
Motion was made by Gloria Skeet deCruz to adjourn the Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 and reconvene the Regular meeting of the UNMG Local Board. Motion seconded by June Shack. Motion was approved by unanimous roll call vote at 9:10 PM.

Motion to reconvene the meeting from the executive session was made by June Shack. Motion seconded by Gloria Skeet deCruz deCruz. Motion was approved by unanimous roll call vote at 9:12 PM.

Upon reconvening the regular meeting of the Local Board Gloria Skeet deCruz instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues.

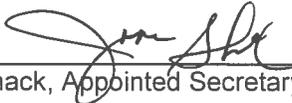
AGENDA ITEM XVIII – Adjournment

Motion was made by June Shack to adjourn. Motion seconded by Gloria Skeet deCruz. Motion was approved with unanimous roll call vote at 9:13 PM.



Ruby Wolf, Chair

Christy Butler,
Executive Assistant



June Shack, Appointed Secretary

ATTACHMENT 1

UNM-GALLUP EXECUTIVE BUDGET SUMMARY 05-06FY

The spring 2005 legislative session enacted:

Compensation raise of 2% for Higher Ed employees

Increased employer's contributions to the Educational Retirement Fund at the rate of .75% per year for the next seven years taking the rate from the current 8.65% of pay to eventually 13.9% of pay by 2012. Employees will also pay more out of their pockets for retirement with .075% a year increases for the next four years.

Funding for the science courses at the same level as the four year institutions for the same lower tier classes. However, money was stripped from the bill for 05-06. It is expected to be funded in 06-07. This will mean about \$49,000 annually to UNM-Gallup down the road. The tuition credit was increased by 4.5% for all colleges and universities in the state.

Our Nursing Special appropriation, a subsidy to help increase the Nursing students we can serve, was increased by \$900 to be \$35,800 annually.

The outcome of all this is an increase in the state appropriations from current \$8,459,900 to next year's \$8,728,511, an increase of \$268,611.

Other revenue gains were:

Student Senate endorsed the 9% tuition increase from \$44 to \$48 for residents and the increase from \$92 to \$125 for non-residents per credit hour.

They also endorsed the \$10 per student per semester Technology fee to be implemented on this summer's registration.

Expected payment by the Extended University to Gallup of \$50,000 annually for now. A study is underway to fix the amount or some percentage likely higher than this in future years.

Local voters passed an additional 1 mill levy for our operational support along with continuance of 2 mills for debt service. The 1 mill will provide about \$465,000 annually in new operational support. It is only for six year's unless renewed by voters.

We plan to spend these revenues to:

Give a pay raise of 3.25% which is 1.25% above the state financed rate. This keeps us in step with UNM-Albuquerque which did the same and should help keep us competitive for human resources. Cost with .75 benefit increase is about \$290,000.

Contract for a web site manager at about \$20,000 annually.

Add New Positions for:

Science Lab Instructor Part-time \$18,600

Admissions Office half-time Administrative Assistant \$12,000

Library half-time Assistant \$12,000

Grants and Contracts Office half-time Administrative Assistant \$12,000

Increase a Physical Plant position from three quarter to full-time \$5,575

Increase in Professional Liability and Property Insurance by \$6,052

Increase for Utilities \$13,500

Increased Information Technology supplies and equipment based on the new Technology fee \$40,000.

ATTACHMENT 2

**fy 05-06 I&G Proposed Revenue Budget UNM Gallup Campus
Settled on 3.25% raise and .75% more Employer ERA**

ACCT NUMBER	ACCT. NAME	Original 04-05 budget	04-05 actual through 3-21-05	Total Revenue projected to 6-30-05	Estimated to be Over or (Under) budget 6-30-05	05-06 Proposed Budget
	STATE APPROPRIATION					
164024-0720	STATE APPROPRIATION	8,425,000	5,616,214	8,425,000	0	8,692,711
164024-0760	NURSING SPECIAL APPROP	34,900	23,264	34,900		35,800
	LOCAL SUPPORT					
164014-07A0	LOCAL MILL LEVY CURRENT	1,055,000	583,695	1,039,549	-15,451	1,395,000
164009-07A0	LOCAL MILL LEVY DELINQUENT	25,000	21,797	25,000	0	25,000
	TUITION					
164001-0120	SUMMER TUITION	227,317	195,705	195,705	-31,612	218,000
164004-0120	FALL TUITION	1,006,465	1,037,029	1,037,029	30,564	1,152,968
164005-0120	SPRING TUITION	1,056,000	979,867	989,000	-67,000	1,100,000
164015-01P0	COMMUNITY ED TUITION	129,275	3,725	5,000	-124,275	6,000
723000-01Z0	Vehicle 69 (recorded rev here in error)	0	36,650	36,650	36,650	0
723001-01P0	WORKFORCE TRIANING	0	66,500	100,000	100,000	244,400
	FEES					
164011-0120	APPLICATION FEE	9,000	6,285	9,000	0	10,500
164045-02Z0	TECHNOLOGY AND SUPPLY FEE	0	0	0	0	64,550
164008-0280	TESTING FEES	7,000	4,600	5,000	-2,000	5,000
164012-01Z0	DWI TUITION	18,000	15,230	18,000	0	18,000
164006-07Z0	MISCEALLANEOUS FEES	1,500	4,665	5,000	3,500	5,000
164013-02Z0	DAY CARE	125,000	109,435	143,910	18,910	143,910
	MISCELLANEOUS INCOME					
151012-0820	IDC RECOVERY INSTRUC see 164021	107,909	38,608	82,832	-25,077	114,219
151012-0820	MIDDLE COLLEGE IDC see 750004	43,478	6,556	62,479	19,001	62,479
151014-0820	IDC RECOVERY OTHER see 164021	0	760	1,000	1,000	1,000
164021-08A0	FACILITY RENTAL	5,000	3,446	5,000	0	5,000
164022-07Z0	BAD DEBT RECOVERY	100	0	0	-100	0
164007-07Z0	PAY PHONES	100	0	0	-100	0
164000-07Z0	PARKING CITATIONS	100	85	100	0	100
164003-07Z0	LIBRARY FINES	500	0	0	-500	0
151009-8060	Ext. Univ Overhead to us net in 151162	0	0	50,000	50,000	netted against Overhead paid to UNM 05-06
164016-0610	MISCELLANEOUS INCOME	0	11,011	11,011	11,011	0
	TRANSFERS OUT OF I&G					
164018-11L0	TO STUDENT AID GRANTS AND	-91,549		-91,549	0	(99,029)
164002-1240	TO R&R BUILDING	(297,886)	(297,886)	(297,886)	0	(297,886)
164002-1240	TO R&R EQUIPMENT	(66,413)	(66,413)	(66,413)	0	(66,765)
TOTAL I&G REVENUE PRJECTED TO 6-30-05		11,820,796	8,400,828	11,825,317	4,521	
TOTAL I&G REVENUE Budgeted for 05-06						12,835,957

05-06 I&G Expense Budget of : (13,063,679)

Revenue excess or (shortfall) (227,722)

Ending I&G Balance as Budgeted for 04-05	444,937
Actual beginning balance 7-1-04 was 1,166,343	1,166,343
\$444,937 ending 04-05 bal was based on a \$1,121,222 beginning bal	<u>1,121,222</u>
Budget Adjustment for Beginning I&G Balance 7-1-04	45,121
Possible Budget Adjustment-Lapsed Salaries/Benefits 04-05 consider recurring	<u>250,000</u>
Total-Ending Balance 04-05 becomes beginning balance 05-06	740,058
Less HED Reserve 3% of \$12,976,277	<u>(391,910)</u>
Proposed Budgeted Ending Balance for 05-06	120,426
Proposed Ending Budget Percentage of I&G Expenses (after 3% HED reserve)	0.9218%

UNM GALLUP LOCAL BOARD MINUTES

Thursday, May 12, 2005
Four-Thirty O'clock p.m.

Gallup High School
Room A101

UNM GALLUP LOCAL BOARD

Ms. Ruby Wolf.....	P
Ms. Theresa Dowling	P
Mr. Brett Newberry.....	P
Ms. Gloria Skeet deCruz.....	P
Ms. June Shack	A

UNM-GALLUP CAMPUS STAFF AND GUESTS:

- Dr. Beth Miller, Executive Director
- Dr. Christine Marlow, Dean of Instruction
- Mr. Larry Sanderson, Director Community Affairs
- Dr. Dusti Becker, Interim Manager South Campus
- Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Chair Ruby Wolf called the May 12, 2005 meeting of the UNM Gallup Local Board to order at 5:00 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

None

AGENDA ITEM V - Approval of Agenda

Motion was made by Theresa Dowling to approve the May 12, 2005 UNM-Gallup Local Board Agenda seconded by Brett Newberry. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - Board Business

Motion was made by Brett Newberry to approve the April 27, 2005 UNM-Gallup Local Board Minutes as presented seconded by Theresa Dowling. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Education

Graduation – 272 graduating

AGENDA ITEM VIII - Division/Department Reports

- A. Dr. Marlow – no report
- B. Tom Ray – no report
- C. David Stewart – no report
- D. Larry Sanderson – no report
- E. Ron Petranovich – no report
- F. Jim Blackshear – no report
- G. Kathy Head – no report
- H. Dr. Kaplan – no report

AGENDA ITEM X - Executive Director's Report

- A. Regents Meeting – F&F Committee meeting approved the sale of the bonds on May 26. Curt Porter presented to them the \$10 fee student fee the Regents missed voting on at their last meeting.
- B. Extended University – A meeting was called to discuss Extended University. Dr. Jerry Dominguez, Dr. Reed Dasenbrock, Branch Executive Directors all attended. The Branch Directors had formulated what it costs each branch to run Extended University. Provost Dasenbrock has directed Jerry Dominguez to pay \$80,000 to UNMG to be transferred before end of June and \$80,000 for next year. A committee has been set up to work on agreements between each branch campus and Extended University.
- C. MCHS Dropout Prevention Grant – Dr. Kaplan no signed contract yet.
- D. Technical High School – Dr. Miller has called the PED to find out about the contract and extension. CHE has said that we have until 2006 to spend the money. Finance Authority doesn't know anything

- about what CHE was telling us about the date change.
- E. Ricardo Maestas visit to campus – Cheo Torres, Walt Miller and Ricardo Maestas visited the campus to converse on a number of issues. One of the issues they discussed was dorms. UNM is looking at dorms differently than they have in the past. Dr. Torres believes UNMG should consider bringing a presence of international students to the campus.
- F. Building Planning Meetings – Have had several meetings regarding the Student Life and Technical/Classroom Buildings. We will continue to meet throughout the summer. Initial drawings should be forthcoming on the Health Careers Expansion.
- G. Other items may be reported – No additional items discussed.

AGENDA ITEM XI - Old Business

The summer retreat July 23 will be held at the Red Mesa Art Center from 9 am – 3 pm.

AGENDA ITEM XII - New Business

- A. Resolution – UNM-G Foundation Board - Motion was made by Brett Newberry to adopt the Resolution to accept the Development Board By-Laws. Motion seconded by Theresa Dowling. The motion to adopt the resolution was approved by unanimous roll call vote. Chair Ruby Wolf declared the motion passed and the resolution adopted.
- B. Reschedule June 22 meeting. Motion was made by Theresa Dowling to approve changing the date of the June Board meeting from June 22 to June 29 in Zuni at 6:00 pm. Motion seconded by Brett Newberry. The motion to change the meeting date was approved by unanimous roll call vote. Chair Ruby Wolf declared the motion passed.
- C. There will be a meeting held at UNMG campus on June 22. Further details will be forthcoming.

AGENDA ITEM XIII - Campus Master Planning

Progress on Master Plan – ARC returned to campus for interviews with faculty and staff that were unable to meet with them last time. Four computers in the library have been set up for students to respond to the survey.

AGENDA ITEM XIV - Additional Items Placed on the Agenda

None

AGENDA ITEM XV - Adjourn For Executive Session

Motion was made by Theresa Dowling to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by Brett Newberry. Motion was approved by unanimous roll call vote at 5:40 PM.

AGENDA ITEM XVI – Executive Session

Limited Personnel Issues

AGENDA ITEM XVII – Executive Session Adjournment

Motion was made by Theresa Dowling to adjourn the Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 and reconvene the Regular meeting of the UNMG Local Board. Motion seconded by Brett Newberry. Motion was approved by unanimous roll call vote at 5:50 PM.

Motion to reconvene the meeting from the executive session was made by Theresa Dowling. Motion seconded by Brett Newberry. Motion was approved by unanimous roll call vote at 5:51 PM.

Upon reconvening the regular meeting of the Local Board Brett Newberry instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues.

AGENDA ITEM XVIII – Adjournment

Motion was made by Gloria Skeet deCruz to adjourn. Motion seconded by Theresa Dowling. Motion was approved with unanimous roll call vote at 5:52 PM.



 Ruby Wolf, Chair



 Theresa Dowling, Secretary

Christy Butler, Executive Assistant

UNM GALLUP LOCAL BOARD MINUTES

Thursday, May 26, 2005
Six O'clock p.m.

Gallup

UNM GALLUP LOCAL BOARD

Ms. Ruby Wolf (via teleconference)	P
Ms. Theresa Dowling	A
Mr. Brett Newberry.....	A
Ms. Gloria Skeet deCruz.....	P
Ms. June Shack	P

UNM-GALLUP CAMPUS STAFF AND GUESTS:

- Dr. Beth Miller, Executive Director
- Dr. Christine Marlow, Dean of Instruction
- Mr. Larry Sanderson, Director Community Affairs
- Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Chair Ruby Wolf called the May 26, 2005 meeting of the UNM Gallup Local Board to order at 7:12 PM with roll call. A quorum was present.

As a Point of Order, Chair Ruby Wolf appointed June Shack as Secretary for this meeting.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

- A. Dr. Reed Dasenbrock, Acting Provost, Academic Affairs, UNMA
- B. Dr. Richard Holder, Deputy Provost, Academic Affairs, UNMA
- C. Dr. Al Clemmons, Sr. Vice President, George K. Baum & Company

AGENDA ITEM V - Approval of Agenda

Motion was made by Gloria Skeet deCruz to approve the May 26, 2005 UNM-Gallup Local Board Agenda with addition seconded by June Shack. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - New Business

Resolution – Sale of Bonds - At 11:00 AM George K. Baum received 10 bids. The top 5 bids were very close. UNMG has an A3 rating by Moody's. The winning bidder, First Southwest Company, will get the bonds insured. This means, if for any reason UNM-G defaults on the bonds the insurance will pay and UNM-G would keep the rating. Dr. Miller recommended the Board approve the Sale of Bonds. Motion was made by Gloria Skeet deCruz to approve the Resolution to accept the Sale of Bonds. Motion seconded by June Shack. The motion to adopt the resolution was approved by unanimous roll call vote. Chair Ruby Wolf declared the motion passed and the resolution adopted.

AGENDA ITEM VII - Additional Items Placed on the Agenda

Email from NMACC was passed out regarding the funding of the Pell Grants. Motion was made by June Shack to send a letter to all Federal Legislators requesting an increase in funding for Pell Grants seconded by Gloria Skeet deCruz. Motion was approved by unanimous voice vote. Dr. Miller was authorized by Chair Ruby Wolf to send a letter to our Federal Legislators requesting that the Pell Grants be funded with an increase. The letter is to have each Board members signature.

AGENDA ITEM VIII - Executive Session

Limited Personnel Issues - Motion was made by Gloria Skeet deCruz to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by June Shack. Motion was approved by unanimous roll call vote at 7:25 PM.

Executive Session Adjournment - Motion was made by June Shack to adjourn the Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 and reconvene the Regular meeting of the UNMG Local Board. Motion seconded by Gloria Skeet deCruz. Motion was approved by unanimous roll call vote at 8:07 PM.

Motion to reconvene the meeting from the executive session was made by Gloria Skeet deCruz. Motion seconded by June Shack. Motion was approved by unanimous roll call vote at 8:08 PM.

Upon reconvening the regular meeting of the Local Board Ruby Wolf instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues.

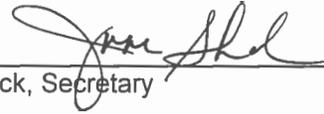
AGENDA ITEM IX – Adjournment

Motion was made by Gloria Skeet deCruz to adjourn. Motion seconded by June Shack. Motion was approved with unanimous roll call vote at 8:09 PM.



Ruby Wolf, Chair

Christy Butler,
Executive Assistant



June Shack, Secretary

UNM GALLUP LOCAL BOARD MINUTES

Wednesday, June 29, 2005
Six O'clock p.m.

Zuni

UNM GALLUP LOCAL BOARD

- Ms. Ruby WolfP
- Ms. Theresa DowlingP
- Mr. Brett NewberryP
- Ms. Gloria Skeet deCruz.....P
- Ms. June ShackA

UNM-GALLUP CAMPUS STAFF AND GUESTS:

- Dr. Beth Miller, Executive Director
- Mr. Tom Ray, Director Student Services
- Mr. Larry Sanderson, Director Community Affairs
- Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Chair Ruby Wolf called the June 29, 2005 meeting of the UNM Gallup Local Board to order at 6:10 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

Chair Ruby Wolf presented Tom Ray a gift from the Local Board for his retirement and 30 years of dedicated service. Tom thanked the Board for his bolo tie, cuff links and money clip.

AGENDA ITEM V - Approval of Agenda

Motion was made by Theresa Dowling to approve the June 29, 2005 UNM-Gallup Local Board Agenda with change noted that meeting was called to order by the Chair and not the Vice Chair seconded by Brett Newberry. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - Board Business

- A. Motion was made by Brett Newberry to approve the May 12, 2005 UNM-Gallup Local Board Minutes as presented seconded by Theresa Dowling. Motion was approved by unanimous roll call vote.
- B. Motion was made by Brett Newberry to approve the May 26, 2005 UNM-Gallup Local Board Minutes as presented seconded by Theresa Dowling. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Education Additional Items Placed on the Agenda

Grants Update –

- A. Carl Perkins Grant is received on a yearly basis and we should have an increase this year due to an increase in pell grants.
- B. TRiO Grant was not reauthorized and we are in the appeal process. We were 1.33 points short. In the first appeal, we received an additional 1 point. We have written to Senator Domenici for assistance. Tom or Larry may go to Washington to meet with them face-to-face.
- C. ATRN (Area Technical Regional Network). We have to spend the \$150,000 planning dollars received from the PED by June 30. Marybeth Schubert has been a great help. We are looking at an additional 1200 sq. ft. to the health careers building for a radiology lab to be paid for by a portion of the \$600,000 technical High School grant from the Governor's Task. We are looking at several software packages in math, science and Microsoft certification programs. We will add a CAD program at the Zuni campus. On July 8, we are presenting our ideas for the ATRN to the PED, explaining how ATRN can be replicated as a state model.
- D. DOL (Department of Labor) Grant is due in Albuquerque tomorrow. We are focusing in three areas: engineering and construction tech, energy and natural resources, and health careers. UNMG and Ciniza Refinery are planning to partner on this initiative. If we receive this grant, we are looking at \$1.3 million over the next three years.

- E. NSF Grant is due in late September. This grant will help support ATRN in the following 12 ways.
 - a. Summer learning camps for selected high school students.
 - b. Design and implement retention strategies.
 - c. Environmental scan of tech offerings in area public schools.
 - d. 9-14 curriculum alignment.
 - e. Develop high-tech core.
 - f. Summer Leadership Institute-mentoring math, science and arts teachers.
 - g. Partnership with UNM Manufacturing Technology Program.
 - h. Coordinate and cooperate with TVI and Penn State Nanotechnology Center.
 - i. Cultivate work internship opportunities.
 - j. Incorporate ABE and GED students into the ATRN career pathways.
 - k. Develop marketing and promotional campaign for ATRN.

AGENDA ITEM VIII - Division/Department Reports

Reports were presented in written form as the semester reports.

AGENDA ITEM IX – Executive Director's Report

- A. Extended University – Part of the monthly meeting with the provost and branch executive director's will now include a meeting with Jerry Dominguez.
- B. MCHS Dropout Prevention Grant – This is another allocation from the PED for \$100,000. We are working on getting an extension from the PED.
- C. Area Regional Technical Network – see notes under Agenda Item VII.
- D. Zuni Open House – The open house was very well attended. Everyone seemed to be having a good time.
- E. Provost Visit – Provost Dasenbrock was very interested in the community. He drove to the Zuni campus through Ramah and really knows this part of the state now. He met with faculty in the afternoon and met with community leaders at a cocktail party hosted by the RMCHCS CEO. Afterward Dr. Dasenbrock met for dinner with UNM-Gallup Administrators.
- F. Other items may be reported
 - a. The architect selection committee for the Health Careers Phase II will meet tomorrow to select three of the eight bidding architects to come to UNMG for a presentation.
 - b. NM HED – Dr. Miller reported on the bond election difficulties as the HED saw the problem. Dr. Miller and Tom Ray met with the HED this morning and everything has been cleared up and the problem solved.

AGENDA ITEM X - Old Business

Retreat - July 23 - Red Mesa Center – Items suggested for the agenda were: readdress goals established at the last retreat, review operating agreement, board responsibilities and ethics, board education requirements, and ACCT.

AGENDA ITEM XI - New Business

MCHS Budget – Dr. Miller presented the budget on behalf of Dr. Kaplan. Motion was made by Theresa Dowling to approved the MCHS Budget as presented. Motion seconded by Gloria deCruz. Motion was approved by unanimous roll call vote at 7:28 PM.

AGENDA ITEM XII - Campus Master Planning

Update Status – Dr. Miller was instructed by the Board to see when John Petronis could come to the Board with recommendations.

AGENDA ITEM XIII - Additional Items Placed on the Agenda

AGENDA ITEM XIV – Executive Session

Limited Personnel Issues - Motion was made by Theresa Dowling to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by Brett Newberry. Motion was approved by unanimous roll call vote at 7:30 PM.

Motion to adjourn the executive session and invite the public to return was made by Theresa Dowling. Motion seconded by Brett Newberry. Motion was approved by unanimous roll call vote at 7:55 PM.

Motion to reconvene the regular meeting from the executive session was made by Brett Newberry. Motion seconded by Theresa Dowling. Motion was approved by unanimous roll call vote at 7:58 PM.

Upon reconvening the regular meeting of the Local Board, Theresa Dowling instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues.

AGENDA ITEM XV – Adjournment

Motion was made by Brett Newberry to adjourn. Motion seconded by Theresa Dowling. Motion was approved with unanimous roll call vote at 8:02 PM.



Ruby Wolf, Chair
Christy Butler,
Executive Assistant



Theresa Dowling, Secretary

UNM GALLUP LOCAL BOARD MINUTES

Thursday, August 4, 2005
Five O'clock p.m.

Zuni

UNM GALLUP LOCAL BOARD

Ms. Ruby Wolf.....P
Ms. Theresa DowlingA
Mr. Brett Newberry.....A
Ms. Gloria Skeet deCruz.....via telephone.....P
Ms. June ShackP

UNM-GALLUP CAMPUS STAFF AND GUESTS:

Mr. Tom Ray, Director, Student Services
Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Chair Ruby Wolf called the August 4, 2005 meeting of the UNM Gallup Local Board to order at 5:23 PM with roll call. A quorum was present.

As a Point of Order, Chair Ruby Wolf appointed June Shack as Secretary for this meeting.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

None

AGENDA ITEM V - Approval of Agenda

Motion was made by June Shack to approve the August 4, 2005 UNM-Gallup Local Board Agenda with addition seconded by Gloria deCruz. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - New Business

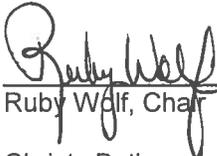
Confirm Architect for Health Careers Phase II Building – The selection committee evaluated the written proposals of eight professional architectural firms. The top four firms were invited to interview on July 26. The committee’s recommendation is FBT Architects. The selection committee members were: Dr. Miller, Ron Petranovich, Kathy Head, Jeannie Welles, Theresa Dowling, Steve Borbas, and Bob Meyer. Motion was made by June Shack to confirm the committee recommendation of FBT Architects for Phase II of the Health Careers Building. Motion seconded by Gloria deCruz. Motion was approved by unanimous roll call vote at 5:29 PM.

AGENDA ITEM VII - Additional Items Placed on the Agenda

None

AGENDA ITEM IX – Adjournment

Motion was made by Gloria deCruz to adjourn. Motion seconded by June Shack. Motion was approved with unanimous roll call vote at 5:30 PM.



Ruby Wolf, Chair

Christy Butler,
Executive Assistant



June Shack, Secretary

UNM GALLUP LOCAL BOARD MINUTES

Wednesday, August 24, 2005
Six O'clock p.m.

Gallup

UNM GALLUP LOCAL BOARD

Ms. Ruby Wolf P
Ms. Theresa Dowling P
Mr. Brett Newberry P
Ms. Gloria Skeet deCruz P
Ms. June Shack P

UNM-GALLUP CAMPUS STAFF AND GUESTS:

Dr. Beth Miller, Executive Director
Mr. Tom Ray, Director Student Services
Mr. Larry Sanderson, Director Community Affairs
Mr. David Stewart, Interim Director Business Operations
Ms. Linda Thornton, Sr. Public Relations Representative
Ms. Elsie Baldwin, PR Administrative Assistant
Ms. Susan Freed, ARC
Mr. John Petronis, ARC
Mr. Steve Burnstein, ARC
Mr. Jim Blackshear, Manager IT Services
Mr. Ron Petranovich, Manager Physical Plant
Mr. Mike Montano, Maintenance Supervisor
Dr. Kamala Sharma, Asst. Professor, Chemistry & Math
Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Chair Ruby Wolf called the August 24, 2005 meeting of the UNM Gallup Local Board to order at 6:10 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

Dr. Miller introduced the master plan members from ARC, John Petronis, President, Susan Freed and Steve Burnstein. Roberta Stauder, Chair of the Advisory Committee for CTE, Dr. Liz Gilbert, Assistant Dean of Instruction and Mike Montano, Maintenance Supervisor were introduced.
Dr. Kamala Sharma has been recognized by the Society for Advancement of Chicanos and Native Americans in Science. Chair Ruby Wolf presented Dr. Sharma with a letter of congratulations from the Board. Dr. Sharma thanked the campus for their support.

AGENDA ITEM V - Approval of Agenda

Motion was made by Theresa Dowling to approve the August 24, 2005 UNM-Gallup Local Board Agenda and move Agenda Item X New Business sections A & B to Board Education to allow the ARC members and Roberta Stauder to leave the meeting early due to their long drives, seconded by June Shack. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - Board Business

- A. Motion was made by Brett Newberry to approve the June 29, 2005 UNM-Gallup Local Board Minutes as presented seconded by Gloria Skeet deCruz. Motion was approved by unanimous roll call vote.
- B. Motion was made by Brett Newberry to approve the August 4, 2005 UNM-Gallup Local Board Minutes as presented seconded by June Shack. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Education

- A. Review of the Master Plan – John Petronis spoke on the process of the Master Plan. We had our first workshop today covering:
 - 1. Where are we now - Site & facility capacity and condition
 - 2. Where are we going – Sense of where our program is and what is the prognosis for enrollment growth
 - 3. Where do we want to be in the future – looking at where we want to be in the long term and accessing the gaps between where we are now and where we want to be?

4. Where we look at strategies and how we want to accomplish these goals.

We went over the first two steps today and spent a lot of time discussing the site and its condition. We have sent out a questionnaire out and interviewed all the recipients and discussed the responses to be sure that we understood everyone's view. We also spent some time on the overview of the demographics of McKinley County. We also looked at the comparison of UNMG with the other community colleges in the state with respect to gross square footage per student and market penetration. We took all this information to come up with demographics of student population growth and market growth and what that would mean in terms of classrooms. This is just the start of the process. We have gotten wonderful cooperation from the UNMG staff and faculty. We will be scheduling our second workshop shortly.

- B. CCTE Program Update – Bobbie Stauder spoke on the CCTE program. She stated that we need to recruit more students as the student population is down. It does not seem that we do not have the full support of the schools. Councilors and principals are not attending the meetings. We need a comment from the school districts. A total of 483 students can be accepted into the program. Chair, Ruby Wolf stated that the Local Board fully supports the CCTE program. Dr. Miller stated that she would speak with Karen White, Superintendent of GMCS, to get CCTE on the GMCS Board agenda.
- C. Open Meetings Resolution – Motion was made by Theresa Dowling to approve the UNM-Gallup Local Board Open Meetings Resolution seconded by Brett Newberry. Motion was approved by unanimous roll call vote.

Brett Newberry left the meeting at 7:00 pm due to another commitment.

AGENDA ITEM VIII - Division/Department Reports

- A. Dean of Instruction – Dr. Liz Gilbert gave Dr. Marlow's report. Working closely with Nursing is process of self-study for accreditation. Title III up and running very well. Enrollments in each learning cohort are nearly full or closed. Pierre Laroche has been hired as a consultant for assessment for Title III. AtD had a good strategies meeting last week. NSF pre-proposal approved and grant submission is being worked on. Transitional Studies huge increase in students all classes offered are closed. We need more full-time faculty in Transitional Studies. Chairs retreat will be held in September. Tenured faculty retreat a one-half day retreat will be held in October. Working on sequencing for program classes. This should start impacting how we offer our courses and when.
- B. Director of Student Services – We have 2348 enrolled which is down 100 students at the same time last semester. This does not include CCTE class registration. FTE is down. Final numbers will be compiled the third week of school. TRiO program looks like we will get the funding back and reinstated thanks to Larry Sanderson. This program has a 92% retention rate.
- C. Director of Business Operations – The business office has processed close to 550 promissory notes so far this semester. Purchasing has not seen the Banner training pay off. Reasons seem to be many still need one-on-one help, start of classes is a busy time, and there are about eleven more administrative assistants that need to either complete training or be trained. The Bookstore was profitable last year and it is anticipated that they will be this year also. Personnel are completing adjunct faculty contracts. Extended hours for cashiers end tomorrow night. This is last meeting for David. He has tendered his resignation to go to Santa Fe Community College. He has been at UNMG for 19 years.
- D. Director of Community Affairs – UNMA through the UNM Foundation is planning a major multi-year capital campaign. The UNM Branches have been invited to participate in the campaign. Funds raised by the Gallup campus would remain as a Gallup asset and not be assigned to Albuquerque. Dr. Miller is in the process of recruiting the initial members of the local foundation. Louise Lopez has scheduled 14 special topic community education classes for the fall semester. This past summer Louise conducted four classes (two computer basic adult, one computer basic for kids, silversmithing, and adventures in math and science. Current grant activity –
 - 1. DoL application submitted for fall 2005 decision for \$350,000 over three years.
 - 2. NSF
 - a. Application is process to provide support and technical training for students to qualify for jobs in industries requiring technical skills \$900,000 over four years.
 - b. Application in process for geology equipment \$36,000.
 - 3. The Perkins is being renewed for fall \$150,000 for one year. We are working with the GMCS to finalize their portion, ours is complete.
 - 4. Diabetes – we are working to develop new private foundation support for this program.
 - 5. TRiO – We have received information from Senator Bingaman's office that we can anticipate renewal of this grant of \$920,000 over four years.

Our workforce training activity increased this past to 179 participants from 82 last year. We are seeing a lot of cross departmental cooperation. This is a great benefit to all departments on campus. We are not looking at just what is beneficial to the department but what is beneficial to the school.

- E. Manager of Physical Plant and Facilities – Ron Petranovich reported Physical Plant have been very busy getting ready for this semester. A new roof was installed at the Gym. Some of the buildings have new carpet and tile. A dozen faculty and staff offices have been moved. Working on the repaving of the parking lots and try to piggyback on the state contract. Working on docs for replacement of sewer lift stations. Installed fiber cable from the library to the gym. Two vacant custodian positions have been filled. The Gurley Dr. road project is underway. Drainage is being worked on now. Next week will start on pulling up paving. Working on floor plan for the North campus. FPT Architects have been selected and approved and the first meeting will be held September 1 in the DCR from 10-3. Started using work order process several months ago and have processed 1152 work orders with 21 in process and 7 pending. Ron introduced Mike Montano as his Maintenance Supervisor.
- F. Manager of Information Technology – New staff position has been filled that was created by the Title III grant. The vacant position has been filled and we are now completely staffed in the department. We are working on getting a complete evaluation and documentation of our fiber system. They are working on a remediation plan. Once this is done and get our network problems should be fixed. We have received a quote with a company in ABQ for a wireless system. We currently have 600 computers in 5 locations, four more sites may be added by ABE this does stretch our staff and we are working on trying to determine a way to service all sites in a timely manner.
- G. Nursing – Accreditation consultant has been hired to help us with our evaluation. We will have a time line by late fall. Student pass rate for their boards is 81%. We received our award from the governor for \$125,000, 100% of total request. Senator Bingaman visited August 3, 2005 to learn more about the UNMG nursing program and request input on legislation. All nursing assistant classes are full. Twenty-four students admitted for fall 2005 making a total of 75 students including 1 transfer student and 5 LPNs completing ADN. We lost three faculty positions this summer and have filled two with visiting lecturers. We are still having issues with clinical locations.
- H. MCHS – Dr Miller reported for Dr. Kaplan, MCHS is at their capacity of 50 students and has a waiting list.

AGENDA ITEM IX – Executive Director's Report

- A. Extended University – Nothing new to report. We are still meeting monthly with the Provost and EU.
- B. MCHS Dropout Prevention Grant – We did get permission to extend the grant however PED would not extend the financial portion.
- C. Advanced Technologies Regional Network -
- D. Regents Meeting – Approved the architect for Health Careers and the expansion of North Campus.
- E. Director Candidate Interviews – Business Operations & Student Services continue. An offer was extended to Clint Ewell for Business Operations and he will start on October 12.
- F. Chapter House Initiative – Sonny Moore and Eddie Crank along with Gloria Skeet have been working on this. They have invited several of the Chapter Houses that surround the area to come to campus.
- G. New Construction Update
 - i. Road – This was covered in the Physical Plant report.
 - ii. Parking – Dr. Miller has called RMCH and students can park in their lot while we are working on ours. They have approved the use of their parking lot. Dr. Miller will work with Campus Police to assure safe travel between the parking area and the campus.
 - iii. Health Careers – Facilities Planning architects met with Dr. Miller and Ron Petranovich yesterday. They spoke about the costs of construction and it is not a pretty picture. Construction costs are rising extremely high.
 - iv. North Campus was discussed with the architects and should cost about \$500,000.
 - v. Student Life Building – Still in discussions.
 - vi. Technical Classroom Building -
- H. ACCT Conference September 7 – 10 Seattle, WA- Theresa and Brett will go with Dr. Miller.
- I. YCC – Youth Conservation Corps – Karl Lohmann is heading this up and working with Bob Kuipers. Brought 80 students this summer who received credit from their schools toward graduation for taking these classes.
- J. Board Retreat Notes and Follow Up – see notes
- K. Other items may be reported
 - i. Sent Patty Lundstrom a get well card from UNMG and the Local Board.
 - ii. Sent Glen Benefield a congratulations card for his new position.
 - iii. A group of UNMG administrators and faculty met with Ciniza refinery, Conoco, Tri-State plant and McKinley Paper plant to discuss partnering with us. We had a great discussion and will follow up with further meetings to discuss short and long-term plans.

- iv. Two faculty were awarded tenure and rank advancement to Associate Professor, Pamela Stovall and Carolyn Milligan. Approved for their Code 3 submissions were Kathy Head, John Gonzales, Mary Snaden, Matt Cowles.
- v. Differences between our Operating Agreement and the new legislation passed this last session will be reviewed.

AGENDA ITEM X - Old Business

None

AGENDA ITEM XI - New Business

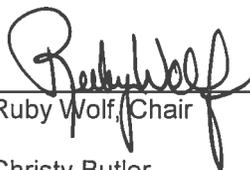
- A. CTE Program Update – See Agenda Item VII Section B.
- B. Open Meetings Resolution – See Agenda Item VII Section C.
- C. Needs Assessment for UNM Capital Campaign – Larry Sanderson spoke to the Board regarding the UNM Capital Campaign. They have invited the Branch campuses to be involved in this campaign. These would be items that would not ordinarily be brought to the UNMG campus due to funding. We are getting good support from UNM. UNMG was the only branch attending the meeting today.

AGENDA ITEM XIII - Additional Items Placed on the Agenda

None

AGENDA ITEM XV – Adjournment

Motion was made by Theresa Dowling to adjourn. Motion seconded by Gloria Skeet deCruz. Motion was approved with unanimous roll call vote at 8:10 PM.



Ruby Wolf, Chair

Christy Butler,
Executive Assistant



Theresa Dowling, Secretary

UNM GALLUP LOCAL BOARD MINUTES

Tuesday, September 27, 2005
Six O'clock p.m.

Zuni

UNM GALLUP LOCAL BOARD

Ms. Ruby WolfP
Ms. Theresa DowlingP
Mr. Brett Newberry.....P
Ms. Gloria Skeet deCruz.....P
Ms. June ShackA

UNM-GALLUP CAMPUS STAFF AND GUESTS:

Dr. Beth Miller, Executive Director
Mr. Larry Sanderson, Director Community Affairs
Mr. Clint Ewell, Director Business Operations
Dr. Liz Gilbert, Assistant Dean of Instruction
Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Chair Ruby Wolf called the September 27, 2005 meeting of the UNM Gallup Local Board to order at 6:25 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

Dr. Miller introduced Clint Ewell the new Director, Business Operations. He comes to us from Cuyahoga Community College in Cleveland, OH.

AGENDA ITEM V - Approval of Agenda

Motion was made by Brett Newberry to approve the September 27, 2005 UNM-Gallup Local Board Agenda, seconded by Theresa Dowling. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - Board Business

Motion was made by Theresa Dowling to approve the August 24, 2005 UNM-Gallup Local Board Minutes as presented seconded by Brett Newberry. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Education

Topic from ACCT: Economic Development in our Region – Brett focused on the economic development seminars of the conference. He reported every region needs to understand that they need to rely on themselves to fix their own problems. We need to find creative ways to create economic development. He wants this board to take the initiative of trying to create an environment where we can open more communication between the major players of Zuni, Navajo Nation and Gallup McKinley County. This is a quick synopsis of the seminars attended.

We need to breakdown the barriers between the various governmental entities to get along and help ourselves pursue our economic development. We need creative financing to be able to partner to make the impact that we need to make. McKinley County is the second poorest county in the state. A lot of private foundations would welcome more Native American participation on their boards. If we could tie into those foundations it may help us to have access to more dollars. The Board needs to sponsor and create an informal forum on a monthly basis to help build better trust and exchange information. We are all in this together.

Theresa will be on the agenda next meeting regarding Board Ethics.

AGENDA ITEM VIII - Division/Department Reports

All reports were submitted in written form.

AGENDA ITEM IX – Executive Director's Report

- A. Extended University - Branch Retreat in Taos September 30 – All of the administrators will attend.
- B. MAEC - ATRN Advanced Technologies Regional Network – Well attended meeting. Marybeth Schubert presented information on the NSF grant we are working on. We are working on getting a meeting together with Vice President Dayish on November 10.

- C. RCCA Conference Report – Dr. Miller was part of a panel presentation talking about access and retention of first generation college attendees.
- D. This is a four-year old organization and very innovative. RCCA is addressing business development in rural areas and helping community colleges get contacts and working with foundations to help with dollars.
- E. UNM-Los Alamos 25th Anniversary – The presentations and entertainment was very nice and well attended.
- F. September 27 - HED Legislative Hearing on Capital Projects Presentation @ UNM / Technical Classroom Bldg – Dr. Marlow presented our projects. We have requested \$6 million for the State GO Bond and we will leverage \$2 million from our local GO Bond. October 7 a meeting will be held to put all projects in need order.
- G. October 13 - C.R.E.A.T.E. Expo @ UNMG – We will have 15 speakers regarding all services available from UNM. We will have two sessions. It will be mandatory for staff and chairs to attend.
- H. New Construction Update:
 - i. Road & Parking – Roads are torn up. Two weeks ago completed the underground wiring process.
 - ii. Health Careers – Still working with architects. Will meet Thursday and should have preliminary drawings.
 - iii. North Campus – In the very preliminary stages of planning.
 - iv. Student Life Building – Nothing to report.
- I. October 12 - CCTE Executive Committee Meeting with Principals (tentative) – This date has been confirmed.
- J. February 5 - 8 - ACCT National Legislative Summit 2006, Washington DC – We need to know who from the Board is interested in attending.
- K. RUS Grants – Up date on Round I funding to put in telecommunications infrastructure. Finishing the final report. We are in compliance with the Feds. Round II worked with Rehoboth schools. We are looking at putting a distance education classroom in at Tohatchi.
- L. Development Board – We are still getting board members. We will have an Ambassador's meeting on November 1 with the first board meeting immediately following.
- M. Other items may be reported
 - i. Word came through today that the TRiO grant has been approved and the check is in the mail.
 - ii. Michael Kingan will be speaking at the Ambassador's Luncheon. Michael Carroll is trying to clear his calendar to attend also. They are both from the UNMA Development Department.
 - iii. Have met with Senator's Tsosie and Rainaldi and they do not seem to know anything about the new HED.
 - iv. The first community forum will be late in October. We are still working on a date. Panel to be put together, suggestions for the panel include Banking, CPA, Representative Lundstrom, Chamber members, SBDC, Chapter initiative people. Gloria deCruz would be a great moderator. Thursday, October 20 there will be a public hearing on the Pay Day Loan issue held by Attorney General Madrid at Gallup City Council from 5 to 8 pm. It was recommended that the UNMG Board community forum on this subject be held after the Attorney General's meeting.
 - v. Dr. Miller is trying to meet with the remaining legislators as their calendars allow. Brett Newberry would like to meet with Patty Lundstrom along with Dr. Miller.
 - vi. Ruby Wolf asked what is happening with the Ceremonial archives. We have a signed MOU. Dr. Wilkins is working with them along with Ron Petranovich in getting the records brought to UNMG. After the records are here, we will hire a conservator to go through everything and tell us what we need to do to preserve and display the information. We have not made any determination on a permanent location for the archives on the campus.
 - vii. Concern regarding enrollment issues. UNMG has to turn around the drop in enrollment now. We have to be able to defend why we need more building for classrooms. We will be out in the business community and chapter houses to inform and try to get more students.

Chair Wolf stated UNMG should look at more of a workshop approach instead of the full semester or eight-week course scenario. We may want to consider offering the same contact hours in a much shorter period of time (a couple of weekends). We need to remember our students are working full-time but still need time to take classes. We should get income data at the local level showing what a difference education makes on the paycheck. Do we have a marketing plan?

Dr. Miller will have more information regarding enrollment to bring to the Board next meeting.

AGENDA ITEM X - Old Business

Operating Agreement – comparison – Where the Constitution is cited in Representative Lundstrom's legislation; there is nothing in the Constitution applying to higher education all references are regarding public school law. Dr. Miller will draft a letter for the Board's review to the Regent's regarding the Operation Agreement review. The new legislation states that the Board of Regent's shall jointly conduct the search with the Local Board for a new director and our Agreement states that the Provost will jointly conduct the search. The other issue is the budget.

AGENDA ITEM XI - New Business

None

AGENDA ITEM XII - Campus Master Planning

ARC Workshop "Concepts" Oct 7 – The workshop purpose is to review planning concepts and receive feedback from the committee. Content will include solutions to issues reviewed in workshop #1 such as future facilities, parking, circulation, utilities, as well as phasing and funding for future development.

AGENDA ITEM XIII - Additional Items Placed on the Agenda

None

AGENDA ITEM XIV – Executive Session

Limited Personnel Issues - Motion was made by Theresa Dowling to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by Brett Newberry. Motion was approved by unanimous roll call vote at 8:02 PM.

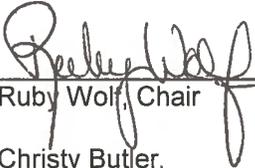
Motion to adjourn the executive session and invite the public to return was made by Theresa Dowling. Motion seconded by Brett Newberry. Motion was approved by unanimous roll call vote at 8:47 PM.

Motion to reconvene the regular meeting from the executive session was made by Brett Newberry. Motion seconded by Gloria Skeet deCruz. Motion was approved by unanimous roll call vote at 8:47 PM.

Upon reconvening the regular meeting of the Local Board, Theresa Dowling instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues.

AGENDA ITEM XV – Adjournment

Motion was made by Gloria Skeet deCruz to adjourn. Motion seconded by Brett Newberry. Motion was approved with unanimous roll call vote at 8:49 PM.



Ruby Wolf, Chair
Christy Butler,
Executive Assistant



Theresa Dowling, Secretary

UNM GALLUP LOCAL BOARD MINUTES

Wednesday, November 16, 2005
Six O'clock p.m.

Zuni

UNM GALLUP LOCAL BOARD

Ms. Ruby Wolf	A
Ms. Theresa Dowling	A
Mr. Brett Newberry.....	P
Ms. Gloria Skeet deCruz (7:03 arrival time)	P
Ms. June Shack	P

UNM-GALLUP CAMPUS STAFF AND GUESTS:

Dr. Beth Miller, Executive Director
Dr. Christine Marlow, Dean of Instruction
Mr. Larry Sanderson, Director Community Affairs
Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Vice Chair Brett Newberry called the November 16, 2005 meeting of the UNM Gallup Local Board to order at 6:16 PM with roll call. A quorum was not present.

A decision was made to begin with Agenda Item VII – Board Education until Gloria Skeet deCruz arrived. After the arrival of Gloria Skeet deCruz, the meeting was called to order at 7:04 PM with roll call. A quorum was present.

As a point of order, Vice Chair Brett Newberry appointed June Shack as secretary for this meeting.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

None

AGENDA ITEM V - Approval of Agenda

Motion was made by June Shack to approve the November 16, 2005 UNM-Gallup Local Board Agenda, seconded by Gloria Skeet deCruz. Motion was approved by unanimous roll call vote at 7:05 PM.

AGENDA ITEM VI - Board Business

Motion was made by Gloria Skeet deCruz to approve the October 26, 2005 UNM-Gallup Local Board Minutes as presented seconded by June Shack. Motion was approved by unanimous roll call vote at 7:05 PM.

AGENDA ITEM VII - Board Education

AtD - Achieving the Dream – Dr. Marlow reported on the AtD Initiative. The Core Team meets monthly and consists of college and GMCS administrators and faculty community members have been invited to attend. Two Lumina sponsored consultants meet with the Team once each semester support the Team. College Success courses will be taught by specially trained faculty in the Transitional Studies department to help students have a successful first semester and help them to succeed during their college life. The Team is looking into institution wide policies and practices regarding implementing a faculty development series, establish a cultural series, complete UNM-G Faculty Handbook, develop predictable plans of study for each program and actively recruit adjunct faculty including graduate students. They are looking at the following to implement in the next couple of years: new student orientation, examine pre-requisites, revise the student handbook, and implement dual enrollment.

Theresa Dowling will be on the agenda for the next meeting regarding Board Ethics.

AGENDA ITEM VIII - Division/Department Reports

Larry Sanderson reported on the Vibration Condition Monitoring class that will be held on Saturday. This class is the result of our partnering with Giant and Conoco Phillips.

Dr. Miller reported for Student Services. The department is sponsoring UNM-G Lobo Days on January 10 (4-7) & 11 (8-2) at all three campuses. Advertising (flyers, t-shirts, caps and more), writing a letter to every student that has one semester to graduate from 2002 to current to see if they can come back to complete their degree or certificate. We are also contacting student for spring 2005 who did not attend fall 2005. There are about 800 students in this situation. All other reports were submitted in written form.

AGENDA ITEM IX – Executive Director's Report

- A. Reports on Branch Retreat – Extended University – Notes from the retreat were included in the Board Packet.
- B. Ambassador's Lunch – Michael Kingan spoke to the Ambassador's and was well received.
- C. UNM-G Development Board Organizational Meeting – The Development Board met immediately after the Ambassador's meeting. Michael Kingan spoke to them and offered any assistance they might need from UNM Development to get the Board organized. The next Board meeting will be on November 30 in the DCR at 5:30 PM.
- D. Enrollment Strategy Update – Reported in Student Services Agenda Item VIII.
- E. New Construction Update:
 - i. Road – ongoing.
 - ii. Health Careers – We are working on the schematic. There will be a meeting tomorrow to discuss the schematic.
 - iii. North Campus – Out to bid.
- F. Capital Projects Appeal – Dr. Miller went to Santa Fe to appeal the \$1.4 million recommendation for the Technical/ Classroom building. She was notified today that UNM-G's appeal was reviewed and an additional \$600,000 would be added for a total of \$2 million. However, infrastructure dollars are being reduced to \$1,904,000 for a net gain of \$124,000.
- G. Strategic Plan sent to HED – A copy of the UNM-G Strategic Plan was given to the Board and attendees.
- H. Meeting with Representative Lundstrom – Meeting was rescheduled due to Dr. Miller's illness.
- I. National Science Foundation (NSF) - Dr. Small meeting – Dr. Miller, Larry Sanderson, Dr. Marlow, and Marybeth Schubert met with Dr. Small, Regional Project Director for NSF. She is impressed with what we are doing.
- J. NMACC Meeting – Several things were discussed regarding the legislative agenda and Dr. Miller will get information to the Board. The Governor is actively pursuing the College Affordability Act. If the institutions will hold tuition increases to 5% each year, for five years then the Governor will not increase the tuition credit. ACCT Reception will be held in Santa Fe on December 8. Dr. Miller will let the Board know where it will be held when plans are finalized.
- K. MDF, GMCS, UNM-G Early Childhood Meeting – The meeting was held today and was very informative. We will support reauthorization of state funding from the projects discussed.
- L. Search for Director of Student Services – Clint Ewell is chairing the committee. We have 14 applicants.
- M. February 5 - 8 - ACCT National Legislative Summit 2006, Washington DC – June Shack and Gloria Skeet deCruz are unable to attend. Dr. Miller and Larry Sanderson will attend to meet with our legislators to thank them for assisting us with the renewal of the TRiO grant.
- N. Other items may be reported
 - i. The next Board meeting will be held in HCC105 on January 25, 2006. SimMan will be demonstrated as Board Education.
 - ii. Denise Wallen, from the Office of Vice President, Research came to the campus to give administrators and faculty PI training.
 - iii. Dawn McGinn, Risk Management is coming to UNM-G to hold a workshop on workman compensation November 29.
 - iv. Larry Sanderson, Eddie Crank, Sonny Moore and Dr. Miller are going to Bread Springs Chapter tomorrow morning. They are hosting 28 chapters of the Eastern Navajo Agency. Dr. Miller will speak.

AGENDA ITEM X - Old Business

None

AGENDA ITEM XI - New Business

None

AGENDA ITEM XII - Campus Master Planning

ARC - Workshop #3 - December ? – Workshop #3 will be held in the DCR from 2 – 5 pm on December 15. ARC will present the Campus Master Plan to the campus on January 25 in the DCR from 4 – 5 pm and will present the plan to the Board that evening.

AGENDA ITEM XIII - Additional Items Placed on the Agenda

None

AGENDA ITEM XIV – Executive Session

Limited Personnel Issues - Motion was made by June Shack to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by Gloria Skeet deCruz. Motion was approved by unanimous roll call vote at 8:07 PM.

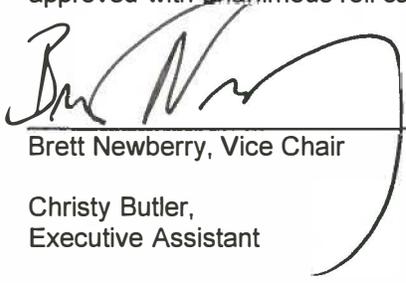
Motion to adjourn the executive session and invite the public to return was made by Gloria Skeet deCruz. Motion seconded by June Shack. Motion was approved by unanimous roll call vote at 8:17 PM.

Motion to reconvene the regular meeting from the executive session was made by Gloria Skeet deCruz. Motion seconded by June Shack. Motion was approved by unanimous roll call vote at 8:18 PM.

Upon reconvening the regular meeting of the Local Board, June Shack instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues.

AGENDA ITEM XV – Adjournment

Motion was made by Gloria Skeet deCruz to adjourn. Motion seconded by June Shack. Motion was approved with unanimous roll call vote at 8:20 PM.



Brett Newberry, Vice Chair

Christy Butler,
Executive Assistant



June Shack Secretary