



## LOCAL BOARD MEETING

January 8, 2019

Executive Conference Room



## Chief Executive Officer

UNM Gallup Local Advisory Board Meeting  
Room GH1216 --- 705 Gurley Avenue  
January 8, 2019 --- 1:00 PM  
Gallup, NM 87301

### Agenda

- I Call to Order, Confirmation of a Quorum, Adoption of the Agenda – Local Advisory Board Chair Ralph Richards
- II Vote to Approve Minutes: November 20, 2018 Regular Meeting – Ralph Richards
  - a. Public Comment Related to Items on the Agenda (limit 3 min. per speaker)  
**All speakers must sign in with the Recording Secretary**
  - b. Comments from Local Advisory Board Members
- III CEO Report – James Malm
  - a. UNM Gallup Campus Summary of Current and Plant Funds Report: 2019 Period 5
  - b. UNM Foundation Endowment Activity Report Gallup Branch: For the quarter ended 09302018
  - c. State Legislative Advocacy Activity Planning
    - i. UNM Day at the Legislature – Monday, January 28, Capitol Rotunda, Santa Fe
    - ii. Gallup-McKinley County Day – Thursday, February 21, La Fonda Hotel, Santa Fe
- IV New Business
- V Old Business
- VI Public Comments Not Related to Items on the Agenda (limit 3 min. per speaker)  
**All speakers must sign in with the Recording Secretary**
- VII Vote to Adjourn for Executive Session - Ralph Richards
  - a. Gallup Campus PPD Facilities Management Building – State General Obligation Bond Requirements and Branch Procurement. *Executive Session pursuant to NM Open Meeting Act; Personnel Matter, Section 10-15-1-H.(2) NMSA 1978 and/or Acquisition or Disposal of Real Property or Water Rights, Section 10-15-1-H.(8), NMSA 1978.*
- VIII **Invite the Public back into the meeting.**
- IX Vote to reconvene the meeting and certification that only the matter described in Agenda Item VII was discussed in Executive Session, and if necessary, final action on the matter discussed in Executive Session that are required to be taken in Open Session.
  - a. Gallup Campus PPD Facilities Management Building – State General Obligation Bond Requirements and Branch Procurement
- X Adjourn



*Chief Executive Officer*

Dates to Remember

January 8	UNMG Local Board Meeting in GH1216 at 1pm
January 21	Martin Luther King Day - UNMG Closed
January 28	UNM Day at the Legislature – Capitol Rotunda, Santa Fe
February 21	Gallup McKinley Day at the Legislature - La Fonda On the Plaza, 100 E. San Francisco St., Santa Fe
March 1	Higher Learning Commission Accreditation Visit
March 11-15	UNM & UNMG Spring Break for Faculty and Students
March 19	UNMG Local Board Meeting in GH1216 at 1pm
April 16	UNMG Local Board Meeting in GH1216 at 1pm
May 10	Spring Commencement - Angelo Di Paulo Public School Stadium at 6:00 PM
May 21	UNMG Local Board Meeting in GH1216 at 1pm
May 27	Memorial Day - UNMG Closed
June 18	UNMG Local Board Meeting in GH1216 at 1pm

If you are an individual with a disability who is in need of a reader, amplifier, qualified language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting, please contact the Chief Executive Office (505-863-7501) as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Chief Executive Office if a summary or other type of accessible format is needed.

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UNM GALLUP LOCAL ADVISORY BOARD MINUTES

Tuesday, November 20, 2018
Executive Conference Room 1216

1:00 PM
Gallup, NM 87301

UNM GALLUP LOCAL BOARD

- Teri Garcia ..... P
Olin Kieyoomia..... A
Gerald O'Hara..... P
Ralph Richards ..... P
Priscilla Smith ..... P

UNM-GALLUP STAFF AND GUESTS:

- James Malm, CEO
Dan Primozic, Dean of Instruction
Robert Griego, Director Business Operations
Marilee Petranovich, Sr. Public Relations Specialist
Sabrina Ezzell, Director Nursing
Melissa Rodriguez, Educational Site Coordinator
Jerry Dominguez, UNM Branch Campus Liaison
Christy Butler, Executive Assistant

AGENDA ITEM I - Call to Order, Confirmation of Quorum, Adoption of Agenda

Chair Ralph Richards called the November 20, 2018 regular meeting of the UNM-Gallup Local Advisory Board to order at 1:04 PM with roll call. A quorum was present.

Motion was made by Teri Garcia to approve the UNM Gallup Local Advisory Board Agenda as presented. Motion was seconded by Gerald O'Hara and approved by unanimous roll call vote at 1:04 PM.

AGENDA ITEM II – Approval of Minutes

Teri Garcia made motion to approve the October 16, 2018 Board Regular meeting minutes as presented. Gerald O'Hara seconded. Minutes were approved by unanimous roll call vote at 1:04 PM.

- a. Public Comment Related to Items on the Agenda (limit 3 min)
• None
b. Comment from Local Board Members
• None

AGENDA ITEM III – Board Education – Enrollment Management: Prospects to Applicants – Educational Site Coordinator Melissa Rodriguez presented a PowerPoint to the Board on what she learned from a conference. What UNMG needs is a Customer Relationship Manager (CRM) streamlined for our campus. Student Services will continue to recruit but should start recruiting during the student's sophomore year.

AGENDA ITEM IV - Vote to Sign Operating Agreement between the Board of Regents of the University of New Mexico and The Local Board of the Gallup Campus of the University of New Mexico for July 1, 2018 thru June 30, 2020—After discussion, Teri Garcia made motion to approve the Operating Agreement, seconded by Priscilla Smith and passed by unanimous roll call vote at 1:49 PM

Teri Garcia left the meeting at 1:49 pm.

AGENDA ITEM V - Vote to Acknowledge November 2, 2018 State of New Mexico County of Santa Fe First Judicial District Court Stipulated Order for 2019 in the Matter of Regular Elections for Branch Community Colleges—After discussion, Priscilla Smith made motion to acknowledge the Stipulated Order for 2019 in the Matter of Regular Elections for Branch Community Colleges, seconded by Gerald O'Hara and passed by unanimous roll call vote at 1:50 PM

AGENDA ITEM VI - Chief Executive Officer's Report – James Malm

- a. New Mexico Legislative Finance Committee - Report on Higher Education Governance, Barbara Damron, Secretary of Higher Education Department – James Malm spoke on the HED Governance report and answered the Board's questions regarding the report. He attended the LFC meeting when Barbara Damron presented it and recommended scenario C advising that the HED receive the funding for all the colleges and distribute. She also recommends that all branches and independent community colleges be governed by a super board.
b. New Mexico Association of Community Colleges Board Meeting Report – FY20 IG Funding Formula & New Mexico Higher Education Department Recommendations-James Malm explained the funding formula to the Board. Discussion followed.

- c. 2019 New Mexico Legislative Session January 15 – March 16
  - i. Gallup Executive Directors Association (GEDA) *request for a list of names for consideration for nomination to a few but not all key NM Boards & Commissions who will be sensitive to needs of Gallup-McKinley County Residents* – The Board will send their recommendations to the Board Chair to be compiled and James Malm will give the recommendations to GEDA Executive Director Patty Lundstrom.
  - ii. UNM Day at the Legislature – Monday, January 28, Capitol Rotunda, Santa Fe – The Board would like to attend to promote and support UNMG.
  - iii. Gallup-McKinley County Day – Thursday, February 21, La Fonda Hotel, Santa Fe – UNMG will be involved and will work out the budget commitment. The Board is planning to attend.

**AGENDA ITEM VII** – Dean of Instruction Report – Dan Primozic

- a. New Mexico Higher Education Department Research and Public Service Project (RPSP) 2018 SB 1 \$200,000 Work Force Development – Process Technology – The Dean spoke on the program we are developing for basic operator training. We will hire a consultant to help pull the program together and help teach the program for two years. We do not have anyone on our staff or faculty that is qualified to do this.

**AGENDA ITEM VIII** – Business Operations Report – Robert Griego

- a. UNM Gallup Annual Clery Report 2018 - Robert Griego presented the report. Robert and Sgt. Richard Perez answered questions from the Board.
- b. McKinley County Industrial Revenue Bond Issuance Notice – This is a tax incentive for business. UNMG was informed because we have mil levies with the County.
- c. UNM Gallup Campus Summary of Current and Plant Funds Report: 2019 Period 4 – Robert Griego reported revenues are up and expenses are down.
- d. Gallup Campus PPD Facilities Management Building – Procurement Update – The latest schematics were given to the board. We are at the point where they are putting walls, locating light switches and cabinetry.
- e. Double-Faced Internally Illuminated Pole Sign w/ EMC – Construction Update – The sign foundation should be poured by Monday.

**AGENDA ITEM IX** –New Business

None

**AGENDA ITEM X** –Old Business

None

**AGENDA ITEM XI** – Public Comments Not Related to Items on the Agenda (limit 3 min. per speaker

- None

**AGENDA ITEM XII** – Adjourn

Gerald O'Hara made motion to adjourn, seconded by Priscilla Smith and passed by unanimous roll call vote at 3:41 PM.

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Ralph Richards, Chair

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Priscilla Smith, Secretary

Christy Butler, Executive Assistant  
Board Recording Secretary

**Exhibit 1 - UNM GALLUP Campus  
Summary of Current and Plant Funds**

		Original		Revised		Actuals 2019	
		Budget 2019		Budget 2019		PERIOD 05	
		PERIOD 05		PERIOD 05		PERIOD 05	
		Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Revenues	Instruction and General	14,772,351	742,610	14,807,811	0	5,551,239.09	.00
	Student Social and Cultural Ex 15	79,120	0	79,120	0	38,236.73	.00
	Research Ex 16	0	0	0	0	.00	.00
	Public Service Ex 17	12,773	1,008,620	17,773	0	20,575.00	.00
	Student Aid Ex 19	0	0	0	0	4,880.68	.00
	Auxiliaries Ex 20	1,224,626	0	1,224,626	0	459,374.81	.00
Subtotal Current Funds		16,088,870	1,751,230	16,129,330	0	6,074,306.31	.00
TOTAL Revenues		16,088,870	1,751,230	16,129,330	0	6,074,306.31	.00
Beginning Balance	Instruction and General	4,344,561	0	0	0	6,197,830.94	.00
	Student Social and Cultural Ex 15	38,142	0	0	0	64,423.95	.00
	Public Service Ex 17	306,979	0	0	0	318,444.51	.00
	Internal Services Ex 18	11,630	0	0	0	3,640.21	.00
	Student Aid Ex 19	185,543	0	0	0	276,587.23	.00
	Auxiliaries Ex 20	201,945	0	0	0	169,928.90	.00
Subtotal Current Funds		5,088,800	0	0	0	7,030,855.74	.00
TOTAL Beginning Balance		5,088,800	0	0	0	7,030,855.74	.00
Total Available	Instruction and General	19,116,912	742,610	14,807,811	0	11,749,070.03	.00
	Student Social and Cultural Ex 15	117,262	0	79,120	0	102,660.68	.00
	Research Ex 16	0	0	0	0	.00	.00
	Public Service Ex 17	319,752	1,008,620	17,773	0	339,019.51	.00
	Internal Services Ex 18	11,630	0	0	0	3,640.21	.00
	Student Aid Ex 19	185,543	0	0	0	281,467.91	.00
	Auxiliaries Ex 20	1,426,571	0	1,224,626	0	629,303.71	.00
Subtotal Current Funds		21,177,670	1,751,230	16,129,330	0	13,105,162.05	.00
TOTAL Total Available		21,177,670	1,751,230	16,129,330	0	13,105,162.05	.00

**Exhibit 1 - UNM GALLUP Campus  
Summary of Current and Plant Funds**

		Original		Revised		Actuals 2019	
		Budget 2019		Budget 2019		PERIOD 05	
		PERIOD 05		PERIOD 05		PERIOD 05	
		Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Expenditures	Instruction and General	14,149,016	742,610	14,172,115	0	5,350,567.32	.00
	Student Social and Cultural Ex 15	79,120	0	79,120	0	1,636.00	.00
	Research Ex 16	0	0	0	0	.00	.00
	Public Service Ex 17	12,773	1,008,620	17,773	0	13,296.41	.00
	Internal Services Ex 18	0	0	0	0	1,858.32	.00
	Student Aid Ex 19	100,000	0	100,000	0	63,806.00	.00
	Auxiliaries Ex 20	1,184,626	0	1,184,626	0	496,508.11	.00
Subtotal Current Funds		15,525,535	1,751,230	15,553,634	0	5,927,672.16	.00
TOTAL Expenditures		15,525,535	1,751,230	15,553,634	0	5,927,672.16	.00
Transfers	Instruction and General	(623,335)	0	(635,696)	0	(575,696.34)	.00
	Student Aid Ex 19	100,000	0	100,000	0	641.53	.00
	Auxiliaries Ex 20	(40,000)	0	(40,000)	0	.00	.00
Subtotal Current Funds		(563,335)	0	(575,696)	0	(575,054.81)	.00
TOTAL Transfers		(563,335)	0	(575,696)	0	(575,054.81)	.00
Ending Balance	Instruction and General	4,344,561	0	0	0	5,822,806.37	.00
	Student Social and Cultural Ex 15	38,142	0	0	0	101,024.68	.00
	Research Ex 16	0	0	0	0	.00	.00
	Public Service Ex 17	306,979	0	0	0	325,723.10	.00
	Internal Services Ex 18	11,630	0	0	0	1,781.89	.00
	Student Aid Ex 19	185,543	0	0	0	218,303.44	.00
	Auxiliaries Ex 20	201,945	0	0	0	132,795.60	.00
Subtotal Current Funds		5,088,800	0	0	0	6,602,435.08	.00
TOTAL Ending Balance		5,088,800	0	0	0	6,602,435.08	.00
Total Expenditures, Transfers and Balances		21,177,670	1,751,230	16,129,330	0	13,105,162.05	.00

**Gallup Branch**
**Administered by the Director's Office**

<b>Endowment Name</b>	<b>Purpose</b>	<b>UNMF Account</b>	<b>Principal Index</b>	<b>Spending Index</b>	<b>Fair Market Value 7/1/2018</b>	<b>Additions (Withdrawals)</b>	<b>Net Investment Earnings (Loss)</b>	<b>Spending Distribution</b>	<b>Fair Market Value 9/30/2018</b>
Allen and Leone Rollie Scholarship Fund	Scholarship	607370	751010	162023	142,478.35	0.00	2,691.65	(1,252.95)	143,917.05
Basilio DiGregorio Memorial Endowment for Entrepreneurship	Scholarship	605290	751011	751012	117,434.71	0.00	2,218.53	(1,032.72)	118,620.52
Charles Vidal Endowed Scholarship	Scholarship	605840	751004	162015	42,635.13	0.00	805.45	(374.93)	43,065.65
Desbah Largo Scholarship at the Gallup Branch	Scholarship	601510	751001	162028	28,068.15	0.00	530.25	(246.83)	28,351.57
Fred R. Tamony Endowment	Scholarship	607980	751013	751014	119,467.53	0.00	2,256.93	(1,050.60)	120,673.86
Gallup Branch Nursing Scholarship	Scholarship	630960	751005	162030	5,463.00	0.00	103.21	(48.04)	5,518.17
Mary Ann Zollinger Fund	Scholarship	630950	751000	162029	33,081.07	0.00	624.96	(290.92)	33,415.11
Myrtle Loughridge Memorial Scholarship	Scholarship	600170	751006	162027	40,954.49	0.00	773.70	(360.15)	41,368.04
United Indian Traders Association Fund	Scholarship	604440	751007	162014	53,641.78	0.00	1,013.37	(471.73)	54,183.42
UNM Gallup Entrepreneurial Professorship - Match	Faculty Support	632320	152003	152004	34,406.92	0.00	650.00	(302.57)	34,754.35
UNM-Gallup Entrepreneurial Professorship	Faculty Support	609590	152002	152004	10,322.15	0.00	195.00	(90.77)	10,426.38
<b>Administered by the Director's Office Total :</b>					627,953.28	0.00	11,863.05	(5,522.21)	634,294.12
<b>Gallup Branch Total :</b>					627,953.28	0.00	11,863.05	(5,522.21)	634,294.12

\*\*Your endowment is shared with other schools/colleges or programs.

**TITLE:**  
(of proposed action)

**REQUESTING ENTITY:**

**CONTACT:**

**NAME:**

**POSITION:**

**PHONE:**

**EMAIL:**

**TYPE OF REQUEST:**

**CAPITAL OUTLAY:**

**NON-CAPITAL:**

**ACTION:**  
(description of action being requested)

**COST:**  
(of proposed action)

**TOTAL COST:**

**AMOUNT OF THIS REQUEST:**

**BACKGROUND:**  
(problem/need to be resolved)

**SOLUTION:**  
(what needs to be done; how does the proposed action help get us there? goals/objectives to be accomplished)

**RESULTS/BENEFITS:**  
(to New Mexicans)

**LEGISLATOR SUPPORT:**  
(click boxes for all that apply)

Rep. Wonda Johnson, HD 5

Rep. Eliseo Alc3n, HD 6

Sen. John Pinto, SD 4

Sen. Clemente Sanchez, SD 30

Rep. Patty Lundstrom, HD 9

Rep. Harry Garcia, HD 69

Sen. George Mu1oz, SD 6

Other: [Click or tap here to enter text.](#)

**INSTITUTION'S 5 YEAR PLAN for STATE FUNDING**

INSTITUTION'S 5 YEAR PLAN for STATE FUNDING													
INSTITUTION:				University of New Mexico Gallup Branch					DATE:		1/8/2019		
Institution acronym	FY18 Funding Priority #	Overall Funding Priority #	GOB or STB Project	Project Title	Description	Month/Year Project to be started	Month/Year Project to be finished	Cost of Project or Phase	Percentage to be funded from Legislative Funding (list % and describe funding)	Other funding sources (list % and describe funding)	New Construction	Renovation	Square Footage (GSF)
UNM-G	1	1	STB	Campus and Facility Infrastructure and Energy Upgrades	Repair, upgrade, and construct campus and facilities infrastructure, drainage and roadway system, exterior and interior lighting and safety upgrades	Jul-19	Dec-21	\$ 1,300,000	75% GF/STB	25% Local Match	no	yes	NA
UNM-G			GOB	Center for Career Technologies Education	Career Technology Education	Nov-20	Dec-22	\$ 2,000,000	75% GF/STB/GOB	25% Local Match	Yes		5,600
			STB	Demolish and remove Lions Hall	Abate, demolish and remove Lions Hall	Nov-20	Dec-21	\$ 200,000	75% GF/STB	25% Local Match	no	no	5,781
UNM-G			STB	Facility Repair and Renewal	Repair existing facilities and necessary upgrades to achieve peak energy efficiency and appropriate safe educational environments that building Renewal and Repair isn't enough to complete	Jul-21	Dec-22	\$ 1,000,000	75% GF/STB/GOB	25% Local Match	No	yes	NA
UNM-G			GOB	Career Technologies Education Center Phase II	Planning, design, construct and equip a facility to house Career Technology Education programs. This building will have the flexibility to house a mechanical industrial technology program, technical allied health green technology programs, and other workforce training efforts	Nov-22	Jul-25	\$ 6,000,000		100% Other Funds	Yes	No	13,000
UNM-G			STB	Facility Repair and Renewal	Repair existing facilities and necessary upgrades to achieve peak energy efficiency and appropriate safe educational environments that building Renewal and Repair isn't enough to complete	Jul-23	Dec-25	\$ 750,000	75% GF/STB/GOB	25% Local Match	no	yes	NA

**Legislative Priorities Comparison - December 2018**

<b>Legislative Priorities</b>	<b>NMACC</b>	<b>NMICC</b>	<b>CUP</b>
Funding Formula – New Money	<i>8% - no institutions in the red</i>	Hasn't given exact number, but agreed on 8%	8%
Funding Formula – Performance Redistribution	<i>2% - or low as possible</i>	Hasn't given exact number but agreed on lowest possible	Hasn't given exact number but agreed on lowest possible
Compensation	<i>5% plus benefits</i>	5% plus benefits	5% plus benefits
Faculty Endowment	<i>Support but not a priority. (College Affordability more)</i>	Supports Endowment, but not priority	\$20 million
College Affordability Act	<i>Priority – need based - \$50 million</i>	Supports the Act, but not priority	Supports the Act, but not priority
Building Renewal & Replacement (BR&R)	<i>Support</i>	Supports but not priority	Definitely going to ask for money.
Equipment Renewal & Replacement (ER&R)	<i>No support for NMICC \$20 million – but support other ERB</i>	\$20 million with an institutional match for new data reporting system.	Definitely going to ask for money
Dual Credit Funding	<i>Priority – Ask for money – determine \$ amount</i>	Supports funding, but IN the funding formula, not separate.	Supports funding, either IN or SEPARATE from the funding formula.
Non-Credit Funding	<i>Additional \$500,000</i>	Supports additional \$500,000	None
Lottery Scholarship	<i>None</i>	None	Mentioned legislation by UNM student government
Others:			

# NEW MEXICO HIGHER EDUCATION DEPARTMENT



MICHELLE LUJAN GRISHAM  
GOVERNOR

KATE M. O'NEILL, ED.D.  
CABINET SECRETARY (DESIGNEE)

January 2, 2019

Dear New Mexico Higher Education Community,

Greetings on this snowy day after New Year's. I wish you and yours a wonderful start to 2019. This email is a brief "Hello" until I can get to meet each of you in person.

I am honored to accept the appointment to serve as the incoming New Mexico Secretary of Higher Education ("designee" pending confirmation). Outgoing NMHED Secretary Damron leaves a legacy of dedication, solid performance, and innovation. She is proud of the team and collaborative efforts over the past several years and I am excited to keep the momentum going. She and I are consulting with each other to insure a smooth transition and I salute her extraordinary tenure at the helm of HED. I will listen and learn about current and ongoing initiatives even as we implement goals that incoming Governor Lujan Grisham sets forth.

By way of introduction, my background includes 25 years in Higher Education, mostly at UNM-Taos, where I served as *CEO/CEO Emeritus* from 2006 through the present. My degrees include a BA in Art History from Tufts, and Masters and Doctoral degrees, both from the Harvard University Graduate School of Education. As a tenured Associate Professor I have taught over a dozen courses in Psychology at the undergraduate and graduate levels and I serve on several dissertation committees. I will relinquish those duties to serve as Secretary.

I have served on many Boards, including Chamber of Commerce, Museums and Foundations. I have received local, state and national recognition for my work, including a "President's Award" from the Alliance of Hispanic Serving Institution Educators (AHSIE).

A change in administrations is often a time of great aspirations and also a time to steady ongoing progress. This is especially true in New Mexico where Higher Education serves such a vital role in improving the lives of so many. As John Dewey has said: "Education is not preparation for life; education is life itself." I look forward to talking with each of you as to how we can best work together to continue to improve Higher Education—and thereby the quality of life—for all New Mexicans.

All Best,

A handwritten signature in blue ink, appearing to read "Kate O'Neill".

Dr. Kate O'Neill