



LOCAL ADVISORY BOARD  
MEETING

October 20, 2020

Zoom Meeting

<https://unm.zoom.us/j/96752335127>



*Office of the Chancellor*

University of New Mexico - Gallup Local Advisory Board Meeting  
Zoom Meeting – <https://unm.zoom.us/j/96752335127>  
October 20, 2020 --- 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: August 25, 2020 Regular Meeting – Ralph Richards
- III Public Comment Related to Items on the Agenda (limit 3 min. per speaker)  
**All speakers must sign in with the Recording Secretary [cbutler1@unm.edu](mailto:cbutler1@unm.edu)**
- IV Comments from Local Advisory Board Members related to items on the Agenda.
- V Chancellor's Report – James Malm
  - Fall 2020 Continued COVID-19 Limited Operations and Remote Learning Start
  - A. General Obligation Bond C General Election Campaign - Lee Lamb
    - 1. \$155,000,000 Higher Education Capital Outlay Funding
    - 2. \$3,000,000 UNM-Gallup Funding for Career Education Building Renovations
  - B. Academic Affairs – Dan Primozi
    - 3. Academic Program Prioritization
  - C. Business Operations – Robert Griego
    - 4. UNM-Gallup Campus Summary of Current and Plant Funds Report: 2021 Period 3
    - 5. UNM Foundation Consolidated Investment Fund Endowment Program 6/30/20 Endowment Activity Report
- VI New Business – Ralph Richards
  - A. Recap of Barbara Stanley Show – Ralph Richards
  - B. Marketing Strategies for UNMG – Lee Lamb
  - C. *County Constituency Concern* Email Correspondence 10/7/20 – Analog Radio and Print Communications for Digitally Disadvantaged Citizens
- VII Old Business – Ralph Richards
  - A. Vote for approval of the 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 – FY2020-2022.
- VIII Public Comments Not Related to Items on the Agenda (limit 3 min. per speaker)  
**All speakers must sign in with the Recording Secretary [cbutler1@unm.edu](mailto:cbutler1@unm.edu)**
- XII. Adjourn

### 2020 Dates to Remember

November 17 UNMG Local Advisory Board Meeting, TBD at 1:00 pm

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 Chancellor's Office [cbutler1@unm.edu](mailto:cbutler1@unm.edu) as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Chancellor's Office if a summary or other type of accessible format is needed.



UNM GALLUP LOCAL ADVISORY BOARD ZOOM MINUTES

Tuesday, August 25, 2020

1:00 PM

Zoom Meeting: <https://unm.zoom.us/j/99604317674>

Gallup, NM 87301

UNM GALLUP LOCAL BOARD

Becky Apel .....	A
Ed Begay .....	P
Teri Garcia .....	P
Ralph Richards .....	P
Priscilla Smith .....	P

UNM-GALLUP STAFF AND GUESTS:

James Malm, Chancellor	Lee Lamb, Sr. Public Relations Specialist
Dan Primozic, Dean of Instruction	Brittany Babycos, Sr. Institutional Researcher
Robert Griego, Director Business Operation	Christy Butler, Executive Assistant
Jayne McMahon, Director Student Affairs	

AGENDA ITEM I - Call to Order

Chair Ralph Richards called the August 25, 2020 regular meeting of the UNM-Gallup Local Advisory Board to order and asked for roll call at 1:00 PM. A quorum was present.

Motion was made by Ed Begay to approve the UNM Gallup Local Advisory Board Agenda as presented, seconded by Teri Garcia and approved by unanimous roll call vote at 1:02 PM.

AGENDA ITEM II – Approval of Minutes

Motion made by Teri Garcia to approve the June 23, 2020 Board regular meeting minutes as presented, seconded by Ed Begay. Motion approved by unanimous roll call vote at 1:03 PM.

AGENDA ITEM III – Public Comment Related to Items on the Agenda (limit 3 min per speaker)

None

AGENDA ITEM IV –Comment from Local Board Members Related to Items on the Agenda.

None

AGENDA ITEM V – Chief Executive Officer’s Report – James Malm reported that the campus is on limited operations - We successfully started fall classes last week 475 sections, 109 faculty and 3600 enrolled students with 86% in remote arranged or remote scheduled with emphasis in remote and remote 13% in Face to Face Plus in Bringing back the Pack and UNMG Safe Return. All of our senior staff is and has been healthy and COVID free and fully productive. As we continue to succeed to fulfill our mission and our personal goals.

A. Academic Affairs – Dan Primozic

1. Academic Program Prioritization the committee is Dr. Sabrina Ezzell, Dr. Kamala Sharma, Joe Kee, Ann Jarvis, John Zimmerman, Chris Chavez, Dr. Bruce Gjeltema, Dr. Carolyn Kuchera, and Dr. Dan Primozic. They meet once a week to access the academic quality of the programs. They will make recommendations by the scoring of the programs. Dr. Primozic went over the process of the committee for the prioritization process. The final recommendations should be made by the middle of the fall semester.

B. Business Operations – Robert Griego

2. CARES Act Allocation and Budget Adjustment UNM received dollars and distributed to students. \$406,000 was received by UNMG and at the end of the year 20-21we will send to UNM how the dollars were spent. We will be using some of the dollars to reimburse for safety protection and the environment like masks, sneeze shields and cleaning supplies. Any lost revenues are also included in these funds. We have put in a BAR for lost revenue for the bookstore.
3. UNM-Gallup Campus Summary of Current and Plant Funds Report: 2020 Period 12 we received 97% of what was budgeted. Compared to last year at this time we were at 96%. Our total expenses for the year was \$14.6M. Overall we spent 90% of expenditures we have more in the budget for the year due to the pandemic.

4. UNM-Gallup Campus Summary of Current and Plant Funds Report: 2021 Period 1 – The budget was originally \$15.7 now it is \$14.8 so the direct cut has been made and more will come. We have not made any cuts due to tuition loss. We have 12% revenue for the year. We are only in the first month of the year.
- C. Student Success – Jayme McMahon
5. Summer and Fall Student Enrollment Forecasts - Weekly Activity Reports – Enrollment is at 91% of where we were last year and 82% for SCH for the fall semester. The numbers will continue to bounce until the census date.

**AGENDA ITEM VI** – New Business – Ralph Richards

Ralph spoke with Provost Holloway regarding the changes that has taken place at NMSU and their branches. He has invited the Provost to meet with the Board when we meet face-to-face again.

**AGENDA ITEM VII** – Old Business – Ralph Richards

- A. Review the 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 – FY2018-20 – This agenda item should be on the next agenda as an action item.

**AGENDA ITEM VIII** – Public Comments Not Related to Items on the Agenda

None

**AGENDA ITEM IX** – Adjourn

Priscilla Smith made motion to adjourn, seconded by Teri Garcia. Motion passed by unanimous roll call vote at 2:14 PM.

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Ralph Richards, Chair

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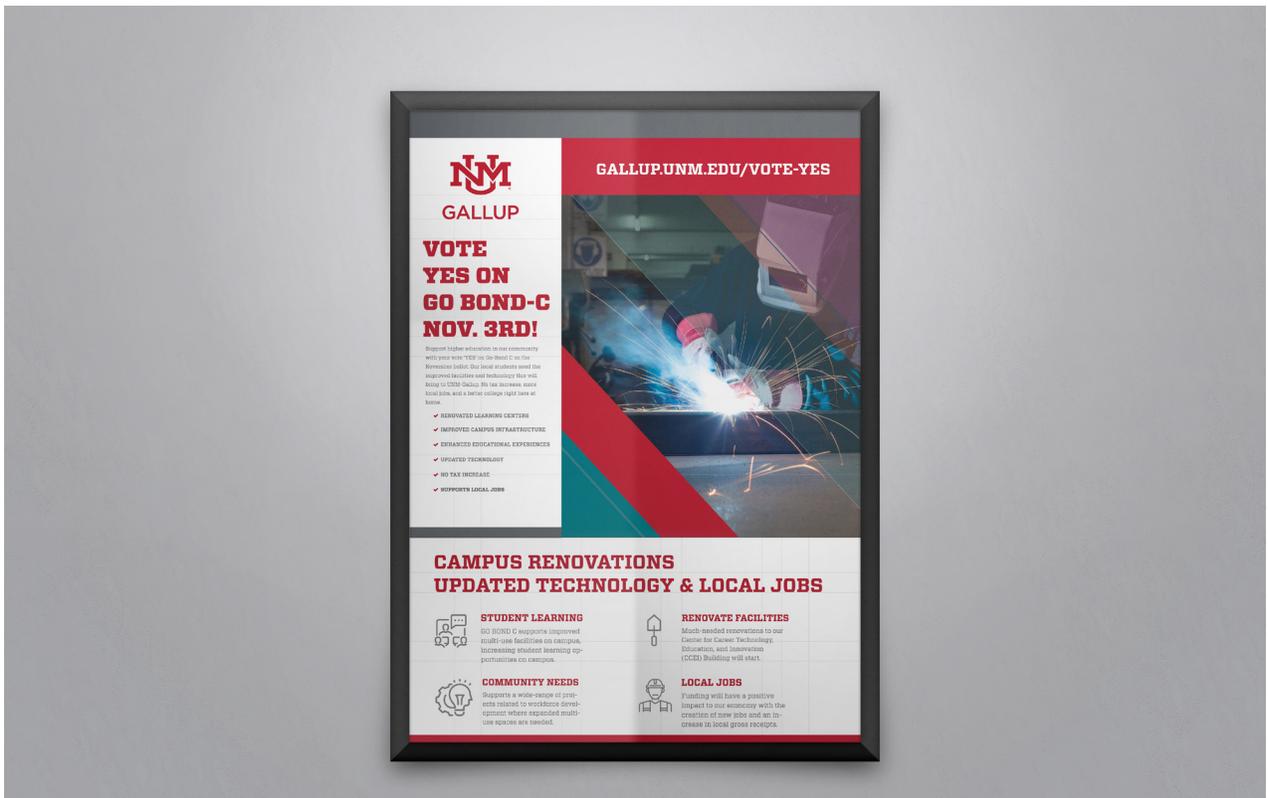
Priscilla Smith, Secretary

Christy Butler, Executive Assistant  
Board Recording Secretary

# GO BOND C CAMPAIGN ELEMENTS



GALLUP



**VOTE YES ON NOVEMBER 3RD!**

**SUPPORT UNM-GALLUP,  
VOTE YES ON GO BOND C!**

CAMPUS RENOVATIONS | UPDATED TECHNOLOGY | LOCAL JOBS



**STUDENT LEARNING**  
GO BOND C supports improved multi-use facilities on campus, increasing student learning opportunities on campus.



**COMMUNITY NEEDS**  
Supports a wide-range of projects related to workforce development where expanded multi-use spaces are needed.



**RENOVATE FACILITIES**  
Much-needed renovations to our Center for Career Technology, Education, and Innovation (CCEI) Building will start.



**LOCAL JOBS**  
Funding will have a positive impact to our economy with the creation of new jobs and an increase in local gross receipts.



[GALLUP.UNM.EDU/VOTE-YES](http://GALLUP.UNM.EDU/VOTE-YES)



[GALLUP.UNM.EDU/VOTE-YES](http://GALLUP.UNM.EDU/VOTE-YES)

**VOTE YES ON GO BOND-C NOV. 3RD!**

Support higher education in our community with your vote YES on the bond C on the November ballot. Our local students need the improved facilities and technology that will help us train the skilled workforce that we need to grow our economy and create good jobs.

- ✓ RENOVATED LEARNING CENTERS
- ✓ IMPROVED CAMPUS INFRASTRUCTURE
- ✓ ENHANCED EDUCATIONAL EXPERIENCES
- ✓ UPDATED TECHNOLOGY
- ✓ NO TAX INCREASE
- ✓ SUPPORTS LOCAL JOBS



**CAMPUS RENOVATIONS  
UPDATED TECHNOLOGY & LOCAL JOBS**



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Much-needed renovations to our Center for Career Technology, Education, and Innovation (CCEI) Building will start.

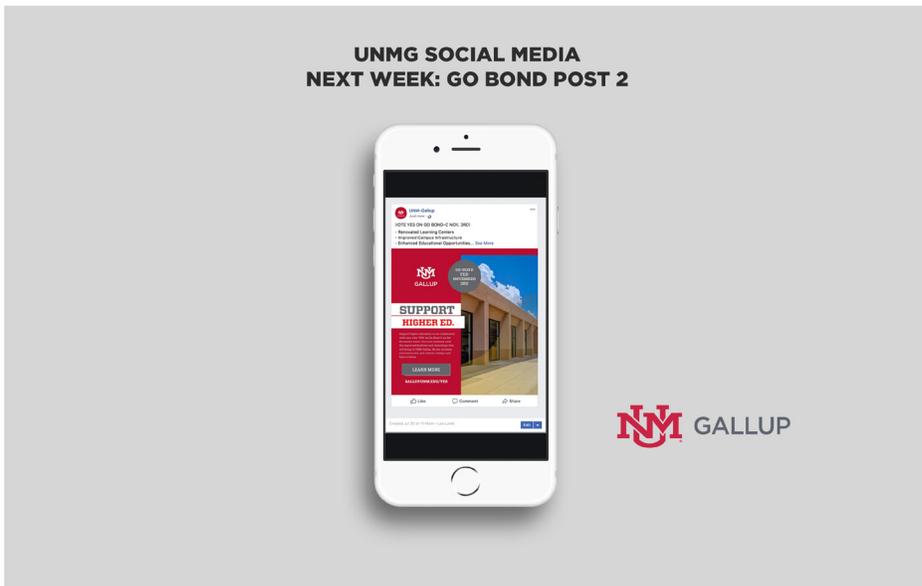
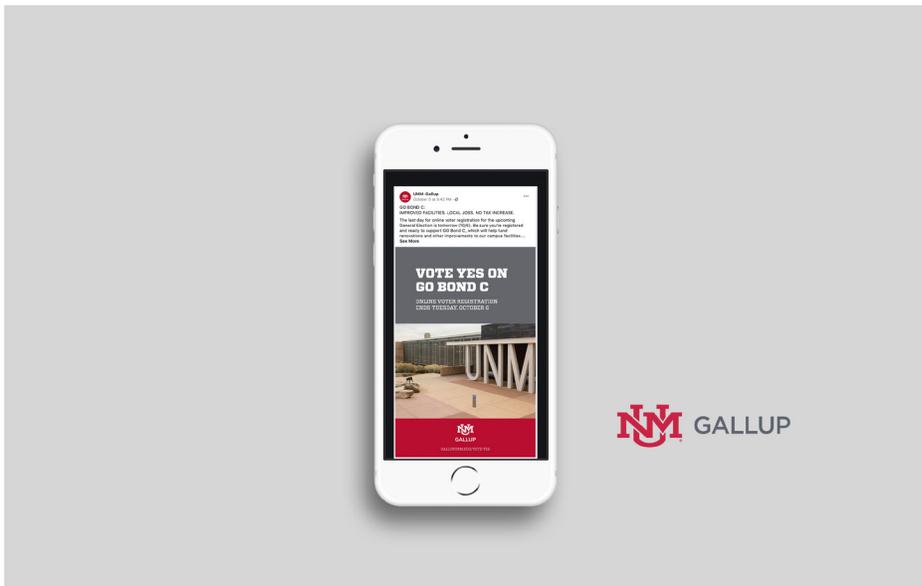


**LOCAL JOBS**  
Funding will have a positive impact to our economy with the creation of new jobs and an increase in local gross receipts.



GALLUP

GO BOND C CAMPAIGN ELEMENTS - FALL 2020





GALLUP

GO BOND C CAMPAIGN ELEMENTS - FALL 2020

**SUPPORT UNM-GALLUP WITH YOUR VOTE ON THE GENERAL OBLIGATION BOND C DURING THE GENERAL ELECTION**

**YOUR HEALTHCARE CAREER STARTS HERE.**

**HEROES WANTED.**

THE UNIVERSITY AND CHANGING LIVES WITH A DEGREE OR CERTIFICATE IN A HEALTHCARE FIELD. BASKING FROM NURSING TO EMERGENCY MEDICAL, OPTICAL HEALTH INFORMATION TECHNOLOGY, AND MEDICAL LABORATORY TECHNOLOGY—TO NAME A FEW. STAY CLOSE TO GO FAR AT UNM-GALLUP.

REGISTRATION FOR OUR SPRING SEMESTER BEGINS ON NOVEMBER 9TH. VISITOR INFO AT GALLUP.UNM.EDU

**YOUR HEALTHCARE CAREER STARTS HERE.**

**HEROES WANTED.**

THE UNIVERSITY AND CHANGING LIVES WITH A DEGREE OR CERTIFICATE IN A HEALTHCARE FIELD. BASKING FROM NURSING TO EMERGENCY MEDICAL, OPTICAL HEALTH INFORMATION TECHNOLOGY, AND MEDICAL LABORATORY TECHNOLOGY—TO NAME A FEW. STAY CLOSE TO GO FAR AT UNM-GALLUP.

REGISTRATION FOR OUR SPRING SEMESTER BEGINS ON NOVEMBER 9TH. VISITOR INFO AT GALLUP.UNM.EDU

**gallup JOURNEY**  
The Free Community Magazine

1100 October #112

**QUESTIONS**

**Support UNM-Gallup with your vote on GO Bond C**

**The big fake out: Constitutional Amendment 1**

**Rollie "A Tradition"**

410 E. Nolan Blvd  
Tulsa, OK 74106  
(918) 932-4492

**YOUR HEALTHCARE CAREER STARTS HERE.**

**HEROES WANTED.**

THE UNIVERSITY AND CHANGING LIVES WITH A DEGREE OR CERTIFICATE IN A HEALTHCARE FIELD. BASKING FROM NURSING TO EMERGENCY MEDICAL, OPTICAL HEALTH INFORMATION TECHNOLOGY, AND MEDICAL LABORATORY TECHNOLOGY—TO NAME A FEW. STAY CLOSE TO GO FAR AT UNM-GALLUP.

REGISTRATION FOR OUR SPRING SEMESTER BEGINS ON NOVEMBER 9TH. VISITOR INFO AT GALLUP.UNM.EDU

**FREE**

**Gallup Sun**

**kw KELLER WILLIAMS, REALTY**  
JOEL L. MEDINA REALTOR • GALLUP, NM 87401

**Gallup Living.com**

**Entering the warm zone**

**Alternative care site readied to cope with COVID-19 resurgence**

1007 PARKER



FINAL RECOMMENDATIONS  
OF THE AD HOC COMMITTEE  
FOR THE REVIEW AND  
PRIORITIZATION OF CERTIFICATE  
AND DEGREE PROGRAMS OF THE  
UNIVERSITY OF NEW MEXICO  
AT GALLUP

VERSION: 10.13.2020



# INTRODUCTION

The formulation of a shared governance-based committee to review and prioritize our degree and certificate programs became necessary when the State of New Mexico Higher Education Department (HED) expected our budgetary adjustment plans for the forthcoming year by July 24, 2020, since our funding was significantly reduced by the New Mexico State Legislature. Our Chancellor, Dr. James Malm, covered our anticipated budget shortfalls with our reserve funds and we reported that to the HED. That bought us scarce time to formulate a shared governance approach that would help determine any budget adjustments that needed to be made rapidly.

The formulation of such a committee could not wait until Fall Semester for full shared governance scrutiny of the Faculty Assembly in the determination of those anticipated budget adjustments and, to be fair-handed, at the earliest possible time we needed to inform any personnel of their employment status due to elimination of programs. Hence, on the basis of institutional wisdom, integrity and a devotion to the mission and the interests of our whole institution, the Dean invited faculty and administration to participate in an Ad Hoc Committee for the Review and Prioritization of Certificate and Degree Programs at UNM-Gallup (see Appendix B: Invitation Letter). The committee met weekly from July to September, 2020, and multiple times a week at first.

This committee reached consensus only after full consideration and discussion of every program. At each scoring meeting, the chair of the program under consideration would provide the necessary contextual considerations and comments so that a thorough and fair deliberation could be obtained.

The first few weeks of the committee's work involved constructing an assessment rubric. We used the time-tested rubric used by the Faculty Assembly Curricula Committee as a foundation and a place to begin developing our own rubric for the assessment of programs, then modified it for what was specifically needed for our task. Those ideas were then sent to Ms. Brittany Babycos, our Senior Institutional Researcher, who provided us with a very effective instrument that made our work much more smooth and simple. A brief description of that instrument is provided in this report.

The results of the thorough and rigorous analyses of this committee are intended to go forward to our Chancellor and his senior management team for final decisions and actions, our UNM-G Faculty Assembly, the Faculty Senate of UNM, and in the interest of transparency, other proper parties that would have a public interest in this report.



Curriculum innovation is essential to the continued success of UNM-Gallup while ensuring that we are meeting student needs, local workforce demands, and fulfilling our mission for this 21st Century.

DR. JAMES R. MALM, CHANCELLOR  
PROFESSOR OF BUSINESS

# **PROGRAM PRIORITIZATION REVIEW PROCESS**

## **1- REVIEW AND SCORE**

Using the rubric developed by the Ad-hoc Prioritization Committee, each UNM-Gallup degree program and certificate will be reviewed and scored for quality and relevance. This will be completed first, without an analysis of programs costs. Our chief purpose is to evaluate our academic programs for quality and relevance,

## **2- COST CONSIDERATIONS**

Upon the conclusion of the assessment of the academic quality and relevance of our programs we will consider the costs of our programs. We shall consider costs in our final deliberations so that we can be informed if we recommend appropriate levels of funding to strengthen and improve our programs.

## **3- WEEKLY MEETING STRUCTURE**

Approximately, three to four programs/certificates will be reviewed per meeting.

## **4- REVIEW SCHEDULING**

Programs/certificates will be reviewed in the order that they are listed on the institutional research internal webpage.

## **5- SCORING AND PRIORITIZATION**

Once all programs have been reviewed, their scores will be compared and programs will be prioritized based on those scores.

## **6- RULES OF ORDER**

In the event that a member cannot attend a review meeting, the meeting will continue as scheduled.

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# COMMITTEE'S RUBRIC

The rubric our committee designed to assess the quality and relevance of our programs was divided into three major areas of investigation, and then divided again into specific questions which came along with links provided by the Office of Institutional Research that would help to answer those questions. Those major areas and the questions under them are as follows.

## AREA 1: INTERNAL AND EXTERNAL DEMAND FOR THE PROGRAM

- › What is the local (and regional) demand for the program?
- › To what extent is the local (and regional) demand met by the program?
- › What are the enrollment trends?
- › Does the program generate general education credits?  
(For information only and not scored)
- › Does the program articulate with a bachelor's program or is it part of a scaffold program? (For information only and not scored)
- › Is this program taught at other institutions in the region?  
(For information only and not scored)
- › If yes to #6, how does this program compare to other programs?  
Compare items 1-4. (For information only and not scored)
- › What would the level of impact be on students outside of the program?  
(For information only and not scored)

## AREA 2: QUALITY OF PROGRAM INPUTS AND PROCESSES

- › Quality of Faculty-Are faculty credentials at the highest level for the field?
- › What is the percentage of full-time instructors in the program?
- › Are there program admission requirements?
- › Curriculum quality and relevance?
- › To what extent does the program have the equipment, technology, facilities, and other resources necessary for instruction/learning?

## AREA 3: QUALITY OF PROGRAM OUTCOMES

- › What are the graduation rates?
- › What are the retention rates?
- › What are the licensure and certification percentages?  
(For information only and not scored)
- › Do students earn industry-recognized credentials as they move through the program? (For information only and not scored)
- › To what extent do students earn a living wage?  
(For information only and not scored)

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# COMMITTEE RECOMMENDATIONS

## **KEEP & CONTINUOUSLY IMPROVE**

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AA BUSINESS ADMINISTRATION  
AA EARLY CHILDHOOD MULTICULTURAL EDUCATION  
AA HUMAN SERVICES- FAMILY STUDIES  
AA HUMAN SERVICES - SUBSTANCE ABUSE  
AA LIBERAL ARTS  
AAS GENERAL STUDIES  
AS HEALTH INFORMATION TECHNOLOGY  
AS NURSING  
AS SCIENCE  
CERT CONSTRUCTION TECHNOLOGY  
CERT COSMETOLOGY / BARBERING  
CERT DENTAL ASSISTING  
CERT EARLY CHILDHOOD MULTICULTURAL EDUCATION  
CERT HEALTH INFORMATION TECHNOLOGY - CODING  
CERT NURSING ASSISTANT

## **KEEP & CONTINUOUSLY IMPROVE; UPGRADE CURRENT FACILITIES**

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AAS AUTOMOTIVE TECHNOLOGY  
AAS CONSTRUCTION TECHNOLOGY  
CERT AUTOMOTIVE TECHNOLOGY

## **KEEP & CONTINUOUSLY IMPROVE; ADD FACULTY MEMBER**

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AA & CERT IN HUMAN SERVICES  
AS MEDICAL LABORATORY TECHNOLOGY  
CERT HUMAN SERVICES  
CERT WELDING TECHNOLOGY

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# COMMITTEE RECOMMENDATIONS

## **PROGRAMS SLATED FOR DELETION FROM CATALOGUE (DEVELOP A TEACH-OUT PLAN & ADMISSION MORATORIUM BEGINNING SPRING 2021)**

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AA CRIMINAL JUSTICE- CORRECTIONS  
AA CRIMINAL JUSTICE- LAW ENFORCEMENT  
CERT BOOKKEEPING  
CERT COLLISION REPAIR TECHNOLOGY  
CERT INFORMATION TECHNOLOGY  
CERT ORGANIZATIONAL MANAGEMENT AND PUBLIC ADMIN

## **PROGRAMS NOT INCLUDED IN REVIEW\***

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BS NURSING  
AA ENVIRONMENTAL PLANNING AND DESIGN  
AA SECONDARY TEACHER EDUCATION  
AAS WELDING TECHNOLOGY  
AS EMERGENCY MEDICAL SERVICES  
AS ELEMENTARY TEACHER EDUCATION  
CERT CONSTRUCTION TECHNOLOGY - CARPENTRY  
CERT EMERGENCY MEDICAL TECHNOLOGY - BASIC  
CERT EMERGENCY MEDICAL TECHNOLOGY - INTERMEDIATE

*\* THESE NINE PROGRAMS COULD NOT BE FAIRLY AND EQUITABLY EVALUATED FOR THEIR LACK OF DATA, EITHER BECAUSE THE PROGRAMS WERE NEW OR THEY HAD JUST UNDERGONE REVISIONS AND RECONSTRUCTIONS AND DID NOT HAVE AN ADEQUATE DATABASE.*

**OUR GRATITUDE TO MEMBERS OF THIS COMMITTEE  
FOR THEIR TIME & DEDICATION TO UNM-GALLUP:**

**Dr. Daniel T. Primozic**

*Professor and Dean of Instruction*

**Dr. Sabrina Ezzell**

*Associate Professor and Chair of Education Health and Human Services*

**Dr. Kamala Sharma**

*Professor and Chair of Mathematics, Natural and Physical Sciences*

**Mr. Joe Kee**

*Associate Professor and Chair of Fine Arts, Humanities and Social Sciences*

**Ms. Ann Jarvis**

*Interim Chair of Business and Applied Technology*

**Mr. John Zimmerman**

*Professor and President of the UNM-Gallup Faculty Assembly*

**Mr. Christopher Chavez**

*Lecturer and Vice President of the UNM-Gallup Faculty Assembly*

**Dr. Bruce Gjeltema**

*Professor and Chair of the Faculty Assembly Budget Committee*

**Dr. Carolyn Kuchera**

*Associate Professor and Chair of the Faculty Assembly Curricula Committee*

**Ms. Brittany Babycos**

*Sr. Institutional Researcher, UNM-Gallup (ex-officio)*

**Mr. Robert Griego**

*Director of Business Operations, UNM-Gallup (ex-officio)*



**GALLUP**

705 GURLEY AVENUE  
GALLUP, NM 87301

GALLUP.UNM.EDU

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

<b>Original</b>	<b>Revised</b>	
<b>Budget 2021</b>	<b>Budget 2021</b>	<b>Actuals 2021</b>
<b>PERIOD 03</b>	<b>PERIOD 03</b>	<b>PERIOD 03</b>

		Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Revenues	Instruction and General	15,691,707	679,610	14,758,697	0	3,751,063.41	.00
	Student Social and Cultural Ex 15	79,120	2,800	79,120	0	33,694.58	.00
	Research Ex 16	0	63,000	0	0	.00	.00
	Public Service Ex 17	12,773	1,008,620	12,773	0	13,800.00	.00
	Student Aid Ex 19	0	0	0	0	7,328.62	.00
	Auxiliaries Ex 20	1,224,303	0	1,224,303	0	129,910.40	.00
<b>Subtotal Current Funds</b>		<b>17,007,903</b>	<b>1,754,030</b>	<b>16,074,893</b>	<b>0</b>	<b>3,935,797.01</b>	<b>.00</b>
<b>TOTAL Revenues</b>		<b>17,007,903</b>	<b>1,754,030</b>	<b>16,074,893</b>	<b>0</b>	<b>3,935,797.01</b>	<b>.00</b>
Beginning Balance	Instruction and General	6,795,805	0	0	0	7,800,041.00	.00
	Student Social and Cultural Ex 15	109,500	0	0	0	121,747.81	.00
	Public Service Ex 17	327,588	0	0	0	318,256.41	.00
	Internal Services Ex 18	(2,012)	0	0	0	(12,936.36)	.00
	Student Aid Ex 19	237,144	0	0	0	281,882.07	.00
	Auxiliaries Ex 20	44,972	0	0	0	193,212.45	.00
<b>Subtotal Current Funds</b>		<b>7,512,997</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,702,203.38</b>	<b>.00</b>
<b>TOTAL Beginning Balance</b>		<b>7,512,997</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,702,203.38</b>	<b>.00</b>
Total Available	Instruction and General	22,487,512	679,610	14,758,697	0	11,551,104.41	.00
	Student Social and Cultural Ex 15	188,620	2,800	79,120	0	155,442.39	.00
	Research Ex 16	0	63,000	0	0	.00	.00
	Public Service Ex 17	340,361	1,008,620	12,773	0	332,056.41	.00
	Internal Services Ex 18	(2,012)	0	0	0	(12,936.36)	.00
	Student Aid Ex 19	237,144	0	0	0	289,210.69	.00
	Auxiliaries Ex 20	1,269,275	0	1,224,303	0	323,122.85	.00
<b>Subtotal Current Funds</b>		<b>24,520,900</b>	<b>1,754,030</b>	<b>16,074,893</b>	<b>0</b>	<b>12,638,000.39</b>	<b>.00</b>
<b>TOTAL Total Available</b>		<b>24,520,900</b>	<b>1,754,030</b>	<b>16,074,893</b>	<b>0</b>	<b>12,638,000.39</b>	<b>.00</b>

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

<b>Original</b>	<b>Revised</b>	
<b>Budget 2021</b>	<b>Budget 2021</b>	<b>Actuals 2021</b>
<b>PERIOD 03</b>	<b>PERIOD 03</b>	<b>PERIOD 03</b>

		Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Expenditures	Instruction and General	15,068,372	679,610	15,068,372	0	2,807,639.55	.00
	Student Social and Cultural Ex 15	79,120	2,800	79,120	0	1,500.00	.00
	Research Ex 16	0	63,000	0	0	.00	.00
	Public Service Ex 17	12,773	1,008,620	12,773	0	13,739.71	.00
	Internal Services Ex 18	0	0	0	0	1,025.60	.00
	Student Aid Ex 19	100,000	0	100,000	0	32,718.00	.00
	Auxiliaries Ex 20	1,184,303	0	1,184,303	0	380,169.67	.00
Subtotal Current Funds		16,444,568	1,754,030	16,444,568	0	3,236,792.53	.00
TOTAL Expenditures		16,444,568	1,754,030	16,444,568	0	3,236,792.53	.00
Transfers	Instruction and General	(623,335)	0	(623,335)	0	(563,335.00)	.00
	Student Aid Ex 19	100,000	0	100,000	0	699.03	.00
	Auxiliaries Ex 20	(40,000)	0	(40,000)	0	.00	.00
Subtotal Current Funds		(563,335)	0	(563,335)	0	(562,635.97)	.00
TOTAL Transfers		(563,335)	0	(563,335)	0	(562,635.97)	.00
Ending Balance	Instruction and General	6,795,805	0	(933,010)	0	8,180,129.86	.00
	Student Social and Cultural Ex 15	109,500	0	0	0	153,942.39	.00
	Research Ex 16	0	0	0	0	.00	.00
	Public Service Ex 17	327,588	0	0	0	318,316.70	.00
	Internal Services Ex 18	(2,012)	0	0	0	(13,961.96)	.00
	Student Aid Ex 19	237,144	0	0	0	257,191.72	.00
	Auxiliaries Ex 20	44,972	0	0	0	(57,046.82)	.00
Subtotal Current Funds		7,512,997	0	(933,010)	0	8,838,571.89	.00
TOTAL Ending Balance		7,512,997	0	(933,010)	0	8,838,571.89	.00
Total Expenditures, Transfers and Balances		24,520,900	1,754,030	16,074,893	0	12,638,000.39	.00

**From:** Kenny Stansbury <Kenny.Stansbury@unmfund.org>  
**Sent:** Friday, October 2, 2020 4:09 PM  
**To:** James Richard Malm <malm@unm.edu>  
**Subject:** Endowment Activity Report for the Fiscal Year Ended June 30, 2020



**To:** Chancellor James Malm  
 Gallup Branch  
**From:** Kenny Stansbury, Chief Financial Officer, UNM Foundation  
**Subject:** Endowment Activity Report as of June 30, 2020

The attached endowment activity report summarizes all of the endowment gifts, investment earnings, fees, and spending distributions for the Gallup Branch from July 1, 2019, to June 30, 2020. The Consolidated Investment Fund (CIF) finished the fiscal year with a market value of \$444.6 million and posted an investment loss of -0.2% for the fiscal year. However, long-term investment returns remained strong, with 10-year investment growth of 6.9%. The chart below shows performance by investment allocation, with benchmark performance information. The return percentages in the chart below are stated before deducting the development funding allocation (DFA) fee, which will remain at 1.85% for FY21. The approved endowment spending distribution for FY21 is \$18.25 million.

	Performance (%)			
	1 Year	3 Year	5 Year	10 Year
<b>Total Consolidated Investment Fund</b>	<b>-0.2</b>	<b>4.0</b>	<b>4.5</b>	<b>6.9</b>
<b>CIF: Domestic Equity Composite</b>	<b>6.4</b>	<b>10.0</b>	<b>10.0</b>	<b>13.3</b>
Benchmark: Dow Jones U.S. Total Stock Market Index	6.4	10.0	10.0	13.7
<b>CIF: International Equity Composite</b>	<b>-5.0</b>	<b>1.0</b>	<b>2.2</b>	<b>5.6</b>
Benchmark: MSCI AC World ex U.S. Index (Net)	-4.8	1.1	2.3	5.0
<b>CIF: Fixed Income Composite</b>	<b>3.8</b>	<b>3.5</b>	<b>3.3</b>	<b>3.4</b>
Benchmark: Fixed Income Composite	3.6	3.5	3.4	3.2
<b>CIF: Cash/Money Market</b>	<b>1.3</b>	<b>1.5</b>	<b>1.0</b>	<b>0.5</b>
Benchmark: FTSE 3 Month T-Bill	1.6	1.7	1.2	0.6
<b>CIF: Real Assets Composite</b>	<b>-21.2</b>	<b>-8.1</b>	<b>-5.1</b>	<b>1.2</b>
Benchmark: Real Assets	-4.3	4.4	4.7	7.3
<b>CIF: Total Marketable Assets Composite</b>	<b>0.7</b>	<b>2.4</b>	<b>3.1</b>	<b>5.2</b>
Benchmark: HFRI Fund of Funds Composite Index	0.5	2.3	1.5	2.8
<b>CIF: Private Investments Composite</b>	<b>-1.1</b>	<b>8.1</b>	<b>7.9</b>	<b>10.1</b>
Benchmark: Private Investments Custom	-6.2	5.4	8.1	10.8

If you have questions about the report, please contact Kenny Stansbury (505-313-7633).

**Gallup Branch**

**Administered by the Dean'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 7/1/2019</b>	<b>Additions (Withdrawals)</b>	<b>Net Investment Earnings (Loss)</b>	<b>Spending Distribution</b>	<b>Fair Market Value 6/30/2020</b>
Woodard Scholarship Fund	Scholarship	610530		151182	0.00	0.00	0.00	0.00	0.00
<b>Administered by the Dean's Office Total :</b>					0.00	0.00	0.00	0.00	0.00

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

**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 7/1/2019</b>	<b>Additions (Withdrawals)</b>	<b>Net Investment Earnings (Loss)</b>	<b>Spending Distribution</b>	<b>Fair Market Value 6/30/2020</b>	
Allen and Leone Rollie Scholarship Fund	Scholarship	607370	751010	162023	140,801.24	0.00	(3,069.00)	(4,981.76)	132,750.48	
Basilio Di Gregorio Business Scholarship	Scholarship	605290	751011	751012	116,052.38	0.00	(2,529.55)	(4,106.11)	109,416.72	
Charles Vidal Endowed Scholarship	Scholarship	605840	751004	162015	42,133.28	0.00	(918.37)	(1,490.74)	39,724.17	
Cibola Medical Foundation Nursing Scholarship	Scholarship	610478	171015	171016	102,640.63	100,000.00	(116.78)	(5,435.96)	197,087.89	
Desbah Largo Scholarship at the Gallup Branch	Scholarship	601510	751001	162028	27,737.75	0.00	(604.60)	(981.40)	26,151.75	
Fred R. Tamony Endowment	Scholarship	607980	751013	751014	118,061.26	0.00	(2,573.35)	(4,177.19)	111,310.72	
Gallup Branch Nursing Scholarship	Scholarship	630960	751005	162030	5,398.70	100.00	(123.43)	(194.49)	5,180.78	
Martin and Craig Rubenstein Scholarship Fund for Professional Programs at UNM-Gallup	Scholarship	610558			0.00	885.69	0.00	0.00	885.69	
Mary Ann Zollinger Fund	Scholarship	630950	751000	162029	32,691.66	65.00	(715.67)	(1,157.56)	30,883.43	
Myrtle Loughridge Memorial Scholarship	Scholarship	600170	751006	162027	40,472.42	0.00	(882.17)	(1,431.98)	38,158.27	
United Indian Traders Association Fund	Scholarship	604440	751007	162014	53,010.37	0.00	(1,155.46)	(1,875.59)	49,979.32	
UNM Gallup Entrepreneurial Professorship - Match	Faculty Support	632320	152003	152004	34,001.89	0.00	(741.13)	(1,203.04)	32,057.72	
UNM-Gallup Entrepreneurial Professorship	Faculty Support	609590	152002	152004	10,200.64	0.00	(222.34)	(360.91)	9,617.39	
<b>Administered by the Director's Office Total :</b>						<b>723,202.22</b>	<b>101,050.69</b>	<b>(13,651.85)</b>	<b>(27,396.73)</b>	<b>783,204.33</b>
<b>Gallup Branch Total :</b>						<b>723,202.22</b>	<b>101,050.69</b>	<b>(13,651.85)</b>	<b>(27,396.73)</b>	<b>783,204.33</b>

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



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PUBLIC RELATIONS SUMMARY – LOCAL ADVISORY BOARD

# UNM-G CORE PR EFFORTS

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Deliver timely, relevant information to key constituents

Meet audiences where they are (channel / message aligns with demographics)

Integrated approach to drive campus efforts / support growth

Audience growth on social media channels / Increase unique visits to UNM-G website

Create compelling content to share with community

Effective support of emerging issues impacting campus operations (e.g. COVID)



# UNM-G PRINT ADVERTISING

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Monthly advertising to support branding efforts

Increased focus on registration

Equal distribution (Gallup Sun, Gallup Independent)

Monthly ad & article in Gallup Journey

Exploring Navajo Times (print + digital)

# UNM-G PRINT ADVERTISING SAMPLES

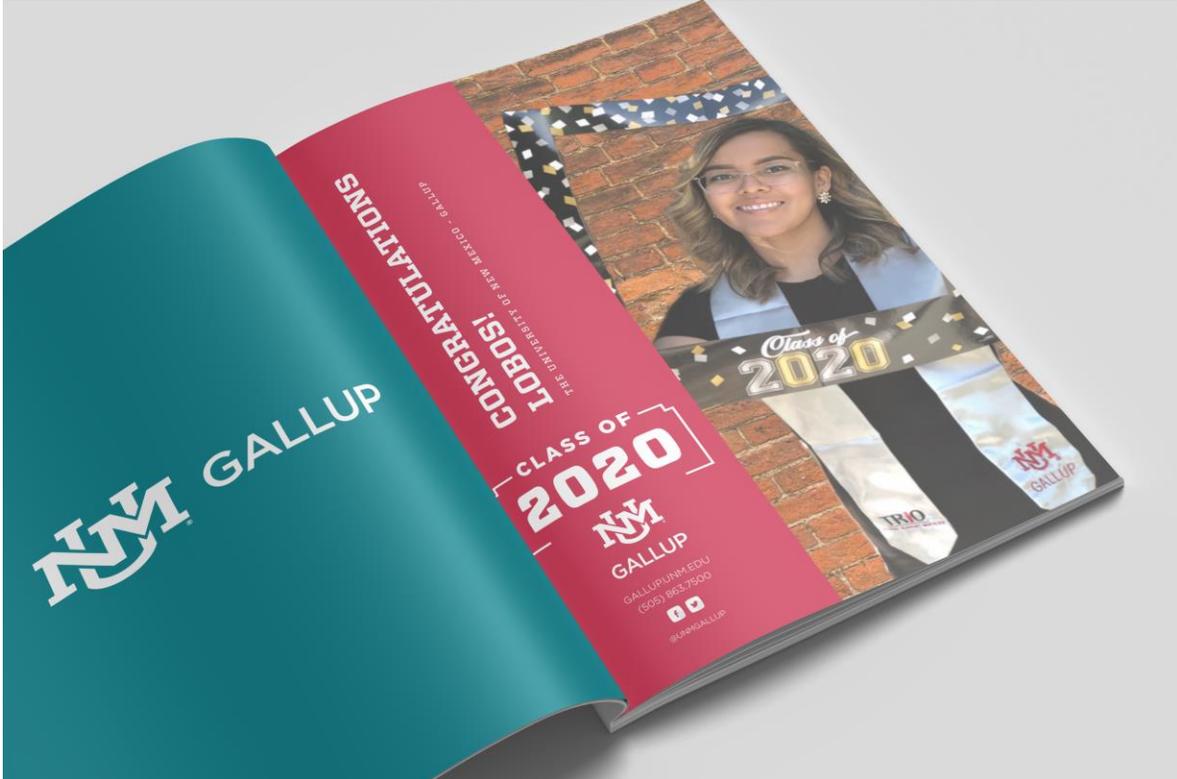


# UNM-G PRINT ADVERTISING SAMPLES



# UNM-G PRINT ADVERTISING SAMPLES

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# UNM-G COLLATERAL

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Clean design and consistent messaging

Supported by UNM main campus efforts

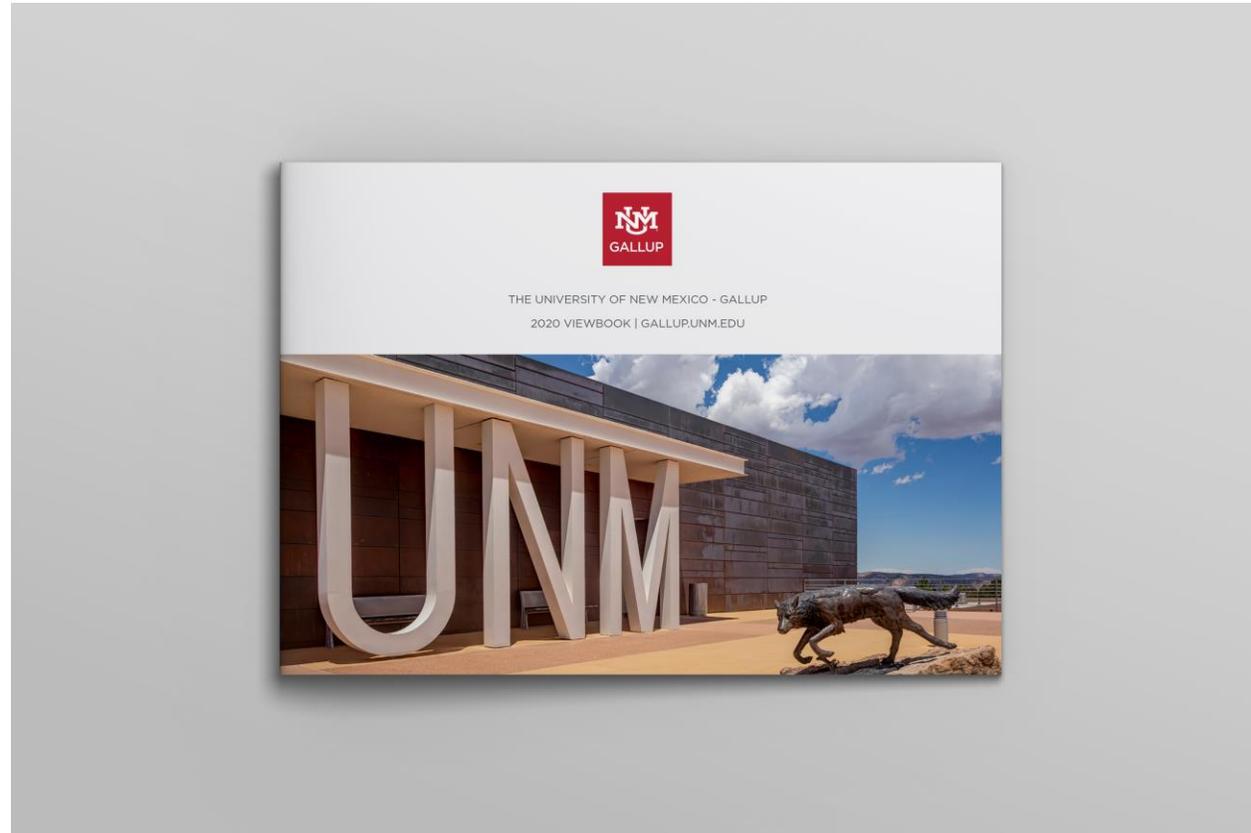
Provides visual experiences that showcase achievements

Utilizes traditional approaches (direct mail) to message events, calendar milestones

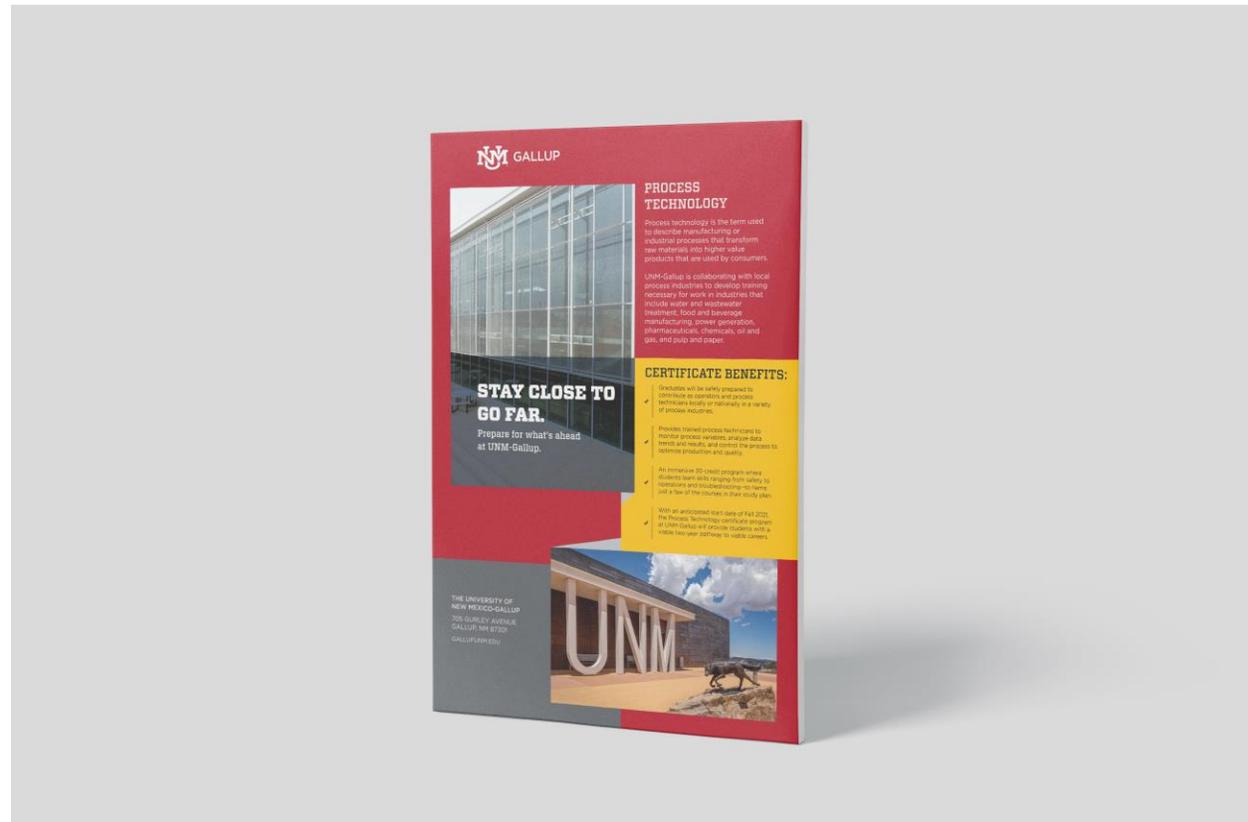
Shared in print and digital channels

# UNM-G COLLATERAL – NEW VIEWBOOK

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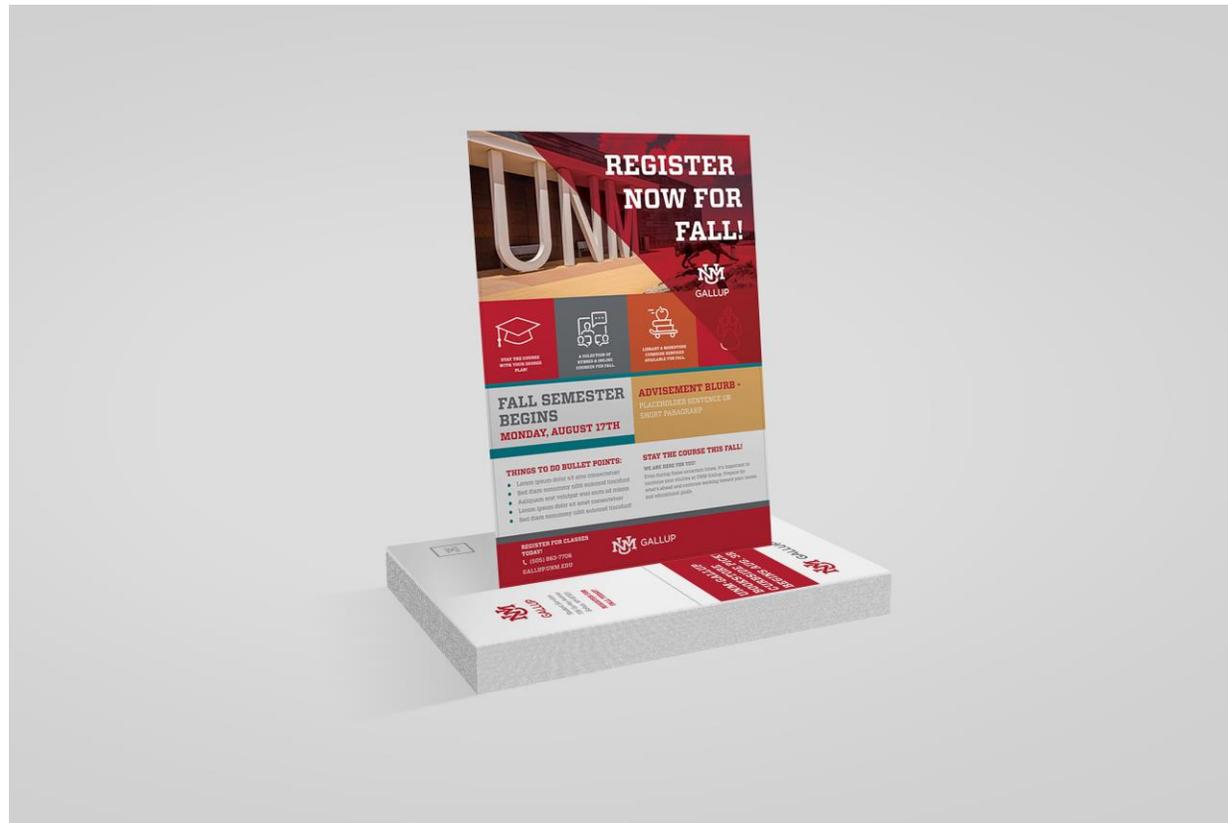


# UNM-G COLLATERAL - PROCESS TECHNOLOGY



# UNM-G COLLATERAL - REGISTRATION DIRECT MAIL

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# UNM-G CONTENT

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Create stories and photography that convey campus experiences

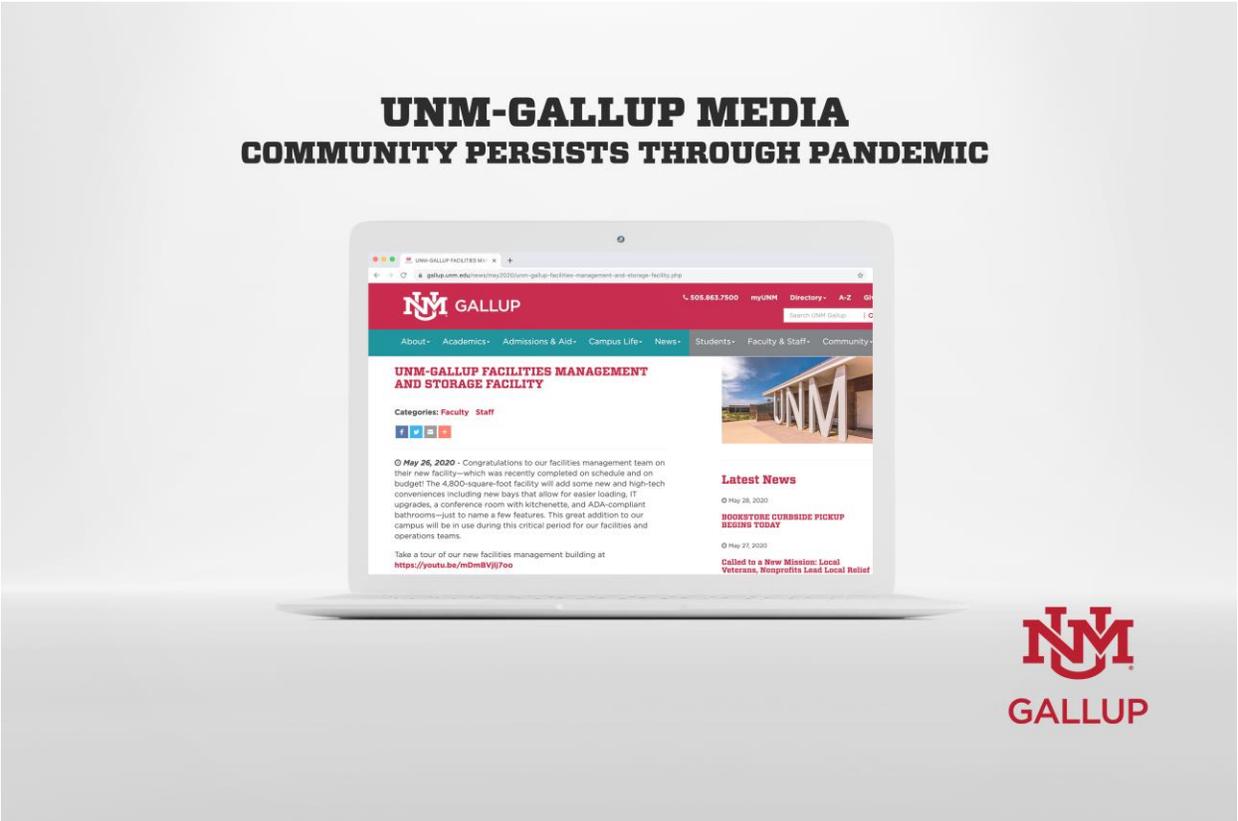
Amplifies the university's mission

Communicates value to community

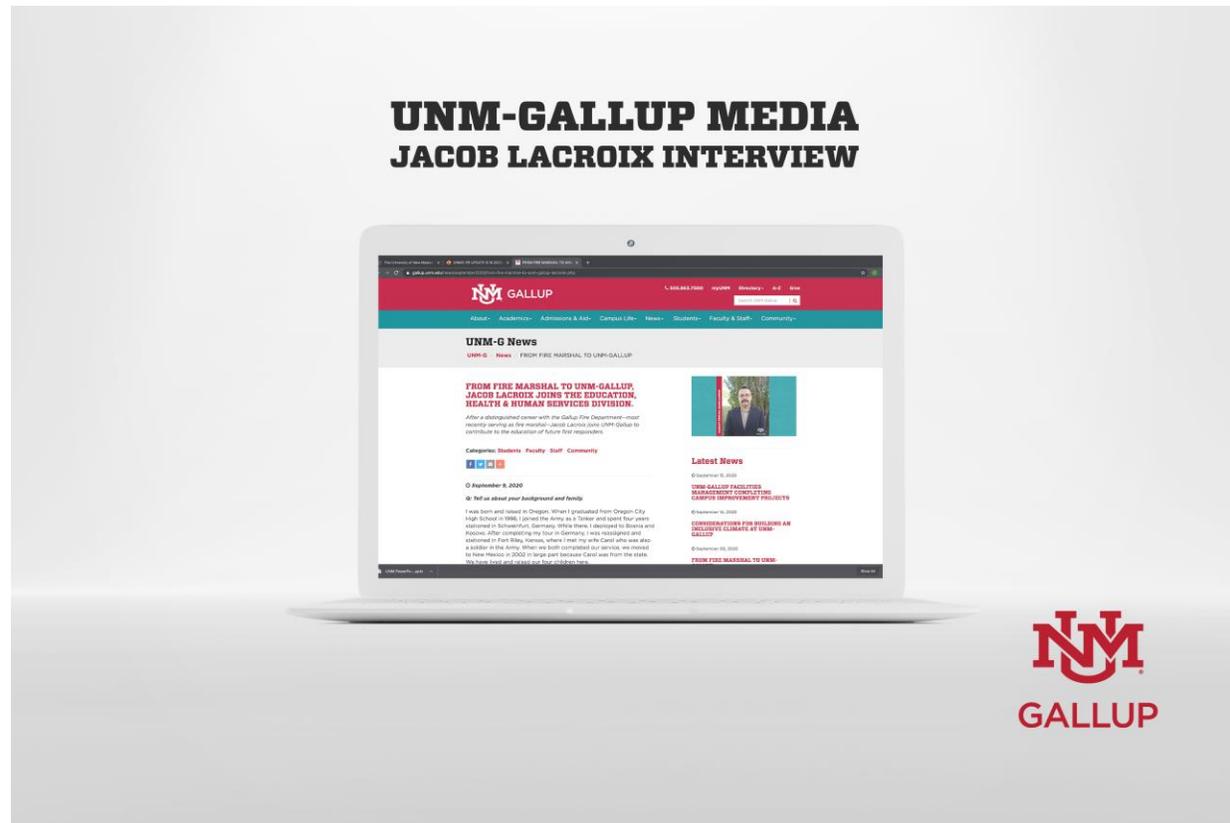
Supports campus efforts and events

Provides shared content to local media

# UNM-G CONTENT & NEWS



# UNM-G CONTENT & NEWS



# UNM-G CONTENT SHARED WITH LOCAL MEDIA - SAMPLE



# UNM-G CONTENT SHARED WITH LOCAL MEDIA - SAMPLE

**UNM GALLUP**

## New Process Technology Program at UNM-Gallup Enters Review Stages

A new manufacturing and process technology program will soon launch at UNM-Gallup as a result of ongoing collaboration between campus and local industry leaders, including those from Marathon Petroleum, the city of Gallup, and other industrial employers in the area who would benefit from a workforce educated locally at the university. The Process Technology program – as the new program is called – will supply local employers with the process operators and production technicians needed to fulfill manufacturing and industrial demands in the city of Gallup and beyond.

“As part of our vision to be community-focused and regionally specific, we have developed these local partnerships to develop a program that will help meet their industrial workforce demands,” explained Ben Sarachik, who is leading up the program’s review and is currently a visiting lecturer at UNM-Gallup. “The Process Technology Program

at UNM-Gallup will prepare students with classroom instruction, a hands-on lab and practical experience, and computer-based simulations for work in modern manufacturing plants that could include oil refineries, water or wastewater treatment plants, food processing plants, and other manufacturing sectors where raw materials are converted into finished goods.

“Though there are 45 other Process Technology programs offered in other states, the program at UNM-Gallup would be a first-of-its-kind for the state of New Mexico. Through this program, students will ultimately be prepared to safely operate modern process manufacturing plant, operate computer-based controls, and interpret quality and production data so that they are able to optimize production and operational efficiency.

“The demand locally for a well-trained manufacturing workforce is high. We anticipate ongoing hiring needs from Marathon (Gallup refinery), the municipal-based mill in Prewitt and from the city of Gallup and their water and wastewater treatment plants. And, there are other potential regional employers that include

manufacturing plants and process generation and distribution facilities,” said Sarachik.

Along with the growing demand for new employees in process manufacturing industries, the average salaries for graduates of the Process Technology Program will range from \$42,500 to \$73,000 per year. With experience and overtime pay, incomes approaching \$100,000 per year are common.

“We have now entered a preliminary review of our Process Technology Program with the UNM parent’s office, and we anticipate additional progress with our review in early August. With final review expected in the fall, we should be able to begin our first classes in early 2025 – and we anticipate an initial cohort of around 20 students,” says Sarachik. “Our excitement around this new program is shared with our community,” adds Dr. James Melius, UNM-Gallup’s chancellor. “We appreciate and honor the ongoing collaboration among our university leadership and local industrial, government, and manufacturing partners to develop this program that will help meet their essential workforce needs.

**About UNM-Gallup**

Founded as a community college more than four decades ago, UNM-Gallup operates under the aegis of the University of New Mexico at Gallup’s branch campus. Although our primary focus always has been to serve the community of our home college, our longstanding association with UNM has allowed us to be flexible and nimble in our offerings. As the largest of the four UNM branch campuses, we serve approximately 2,300 students.

48 July 2023

UNM-GALLUP || GALLUP JOURNEY ARTICLE - JULY ISSUE



# UNM-G SOCIAL MEDIA

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Augment campus efforts / Increase engagement with paid advertising & boosted posts

During COVID, convey/protect 'sense of place' across channels

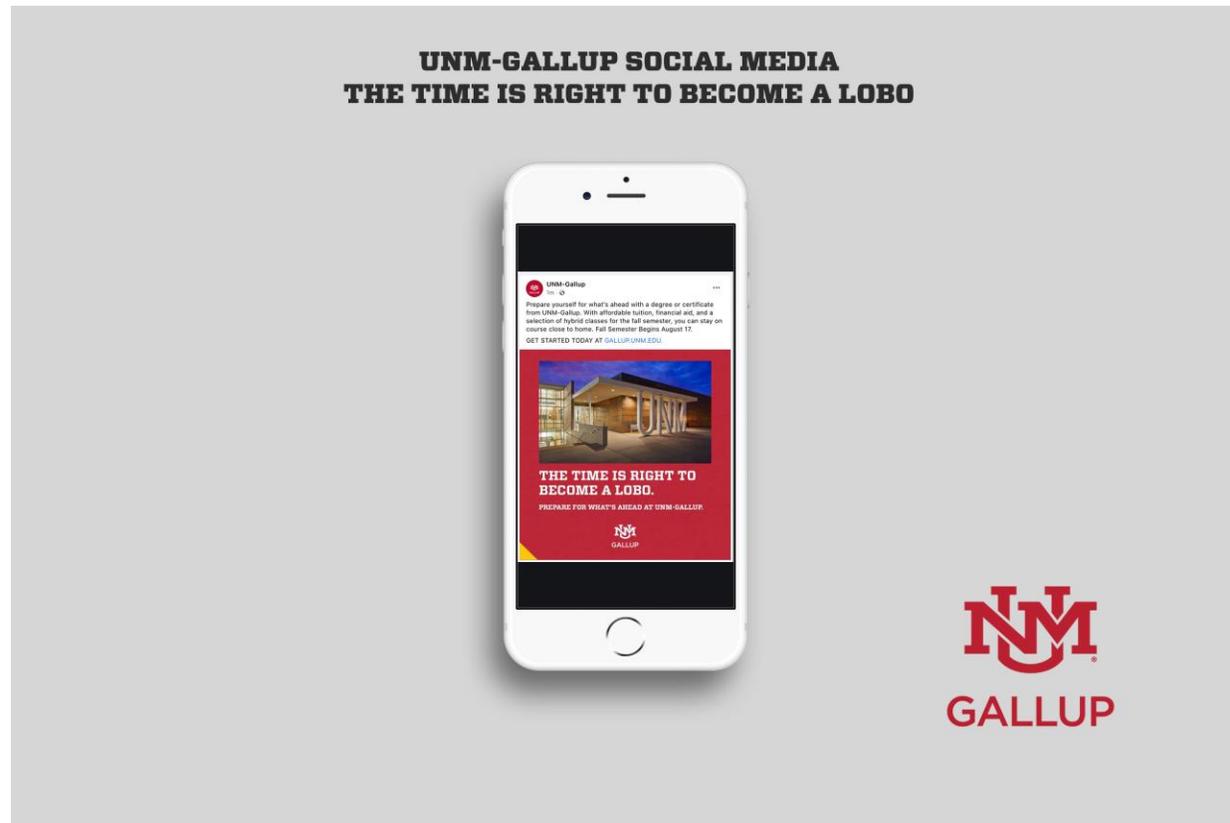
Faculty, student, and program features

Virtual events (e.g. UNM-Gallup Diversity Series)

Share successes, community efforts (COVID testing, flu shot clinic(s)), and program initiatives

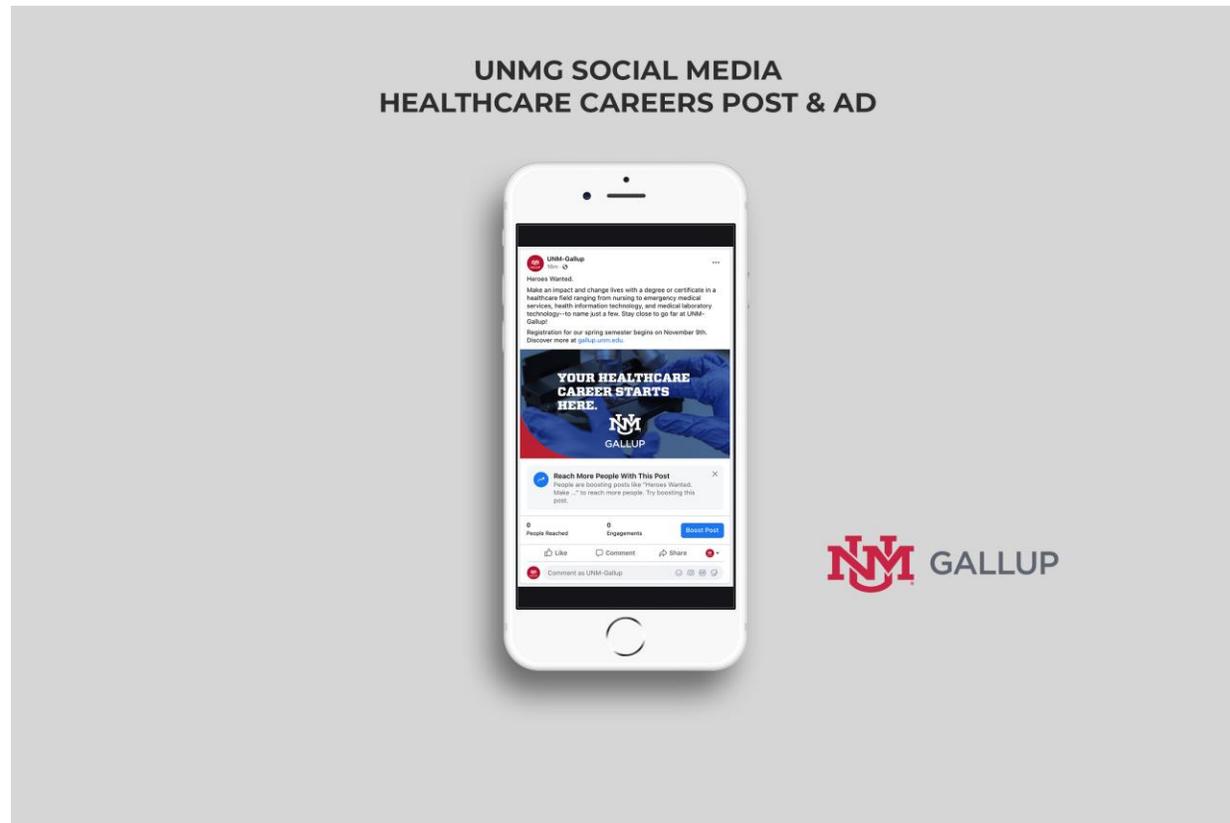
# SOCIAL MEDIA – PAID AD SAMPLE

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# SOCIAL MEDIA – PAID AD SAMPLE

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# SOCIAL MEDIA – CLASS OF 2020

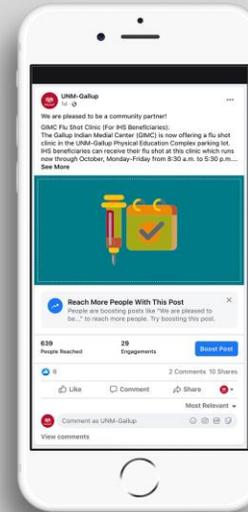
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## UNM-GALLUP SOCIAL MEDIA CLASS OF 2020 - TAYLOR GIBSON POST



# SOCIAL MEDIA – COMMUNITY BENEFIT

## UNMG SOCIAL MEDIA FLU SHOT CLINICS / COMMUNITY PARTNER



# UNM-G RADIO – FALL / SPRING REGISTRATION

STATION	SPOTS
KYVA 103.7 Classic Hits KXXI 93.7 FM Classic Rock KYAT 94.5 FM Navajo language/Country KYVA 1230AM/98.3FM Oldies	384 30-SECOND SPOTS JULY - AUGUST
KTNN / KWRK / KCAZ	105 30-SECOND SPOTS + NEWS PROGRAM SPONSORSHIP
KGLP	MONTHLY UNDERWRITING / DAILY 7:30 A.M. SPOT



# UNM-G PR FALL PRIORITIES

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## ONGOING PROJECTS

- Continued creation / posting of new Website content, including campus stories for the newsroom
- Create new video content to provide dynamic storytelling across UNM-G channels
- Daily COVID-19 updates to faculty, students, and personnel / monitoring of pandemic and impact to UNM-Gallup
- Finish GO Bond C campaign support
- Promote community activities on campus – Flu Shot Clinics, COVID Testing
- Maintain media relationships, schedule and place monthly advertising
- December graduation support
- Spring Semester Registration:
  - Direct mail
  - Radio
  - Social ads



GALLUP

**From:** Edwin J. Begay <[edjbegay@gmail.com](mailto:edjbegay@gmail.com)>  
**Sent:** Wednesday, October 07, 2020 5:18 AM  
**To:** Christy Butler <[cbutler1@unm.edu](mailto:cbutler1@unm.edu)>  
**Subject:** County Consituency Concern

[EXTERNAL]

Good morning Christy,

Thank you in forwarding my request to have our UNMG Advisory Board Chair, Mr. Ralph Richards and Chancellor, Dr. James Malm regarding County Consituency Concerns.

I extend my appreciation to Dr. Malm, Mr. Lamb and those involved in providing the advisory board of the weekly briefings of subjects relating to university activities and the handling of the Pandemic. These are important areas to share. In fact, the topics are being posted on the university website for students and community members able to access via WiFi or any internet accessible areas. However, there are citizens such as those of us who still live off the grid on the reservation that do not have the capabilities of WiFi or internet and rely heavily on radios or newspapers to obtain information on world or current events.

I, as a member of the Advisory for UNMG serve as a single voice for my neighboring citizens on the reservation and are usually approached by those that were once able to obtain information through the radio and newspaper as a resource for world or current events. Concerns have risen from constituencies that our campus either does not or limits its involvement using radios and newspaper circulars for local and county citizens.

Most of us that reside within the boundaries of the reservation are limited to the access of WiFi and internet especially those who live from five, ten and seventeen miles from the nearest township/communities with the accessibilities and relay on communication through radio due to no electric or even water resources. This dependency is usually during communication air time from radio stations when our citizens are ranching, herding sheep, horse back riding, or just maintaining domestic duties at home. The age range could be from birth to elderly generations and have relatives, children or grandchildren attend our local university for educational endeavors.

Concerns are especially higher during this Pandemic and safety measures are things that citizens think about for their loved ones attending our school. As well as neighboring schools. Thankfully our university has students enrolled and attending classes using modern capabilities and technology.

Rest assured that our students are safety and the highest thoughts are taken into consideration of continuation in education and to assure that our students are supported through this Pandemic. I applaud the university for this.

When I once served before on UNMG Advisory Board, I served as a member, and chair; with heavy involvement of our Public Relations our late beloved Ms. Marilee Petranovich who

worked closely with our radio stations KGAK, KTNN and others where our county citizens were adjusted to hearing wondering events, from enrollment to special extracurricular activities that she wanted to get the communities involved, not just locally but in both reservations of Zuni and Navajo. Our county population was will aware of the functions and activities of our UNMG. Today, those involvements with our communications appear to have ended and are heavily resorting to technology communication. But, forgetting those that do not have the accessible means of connecting to our university in the rural areas of citizens.

To resolve this matter, I encourage our university to begin working closely with the radio stations and provide more information in the newspapers, understand that our enrollment isnt just here locally, but from home areas of the reservation and communities such as Farmington, Grants and states such as Arizona, Utah and Colorado. I remember before the Pandemic, our students used the Navajo Transit system from Shiprock, Chinle, Ganado and some dedicated enough and hitchhiked from these areas. Easier said then done, some of these citizens express, "your Navajo and you speak Navajo, why cant you be the one to provide us that about the university from the radio stations." Yes, I am capable but alone without financial resources or to be in compliance of the State Laws I need to be respectful to our procedures and not over run our leadership of the university or state laws.

With respects, I submit.

Edwin J. Begay, Member, UNMG

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

This agreement between the Board of Regents and the Gallup Advisory Board is founded on the recognition of the need and opportunity for the parties to partner together to provide quality educational services through a cooperative, coordinated effort.

The specific duties and responsibilities of the Advisory Board in relation to the operation of the Gallup Campus include the following:

1. Act as an advisory board to the Board of Regents or their designee in all matters pertaining to the conduct of the Gallup Campus.
2. Approve an annual budget for the Gallup Campus for recommendation to the Board of Regents for final approval.
3. Provide approval and certification for the tax levy, as required by state law, to the Gallup County Commission.
4. Call election for tax levies for the Gallup Campus, after approval of the Board of Regents.
5. Call Elections for the Advisory Board positions pursuant to the Branch Community College Act, Section 21-14-2.1, NMSA 1978.

The Board of Regents, or their designee, shall have full authority and responsibility in relation to all matters of the Gallup Campus, although the Advisory Board shall be consulted and will serve in an advisory capacity in such matters. The UNM Main Albuquerque campus (hereinafter referred to as "Albuquerque Campus") shall provide administrative support to the Gallup Campus in exchange for an administrative services fee, as set forth below in this Agreement.

The Advisory Board and the UNM Board of Regents, or their designee, shall jointly conduct a search for qualified candidates for Chancellor. The Board of Regents, or their designee, after consultation with the board, shall then select the Chancellor for the Branch community college.

Pursuant to the provisions above:

1. The Board of Regents through their designee shall have full authority and responsibility in relation to all matters of the Branch, although the Advisory Board shall be consulted and will serve in an advisory capacity in such matters.

2. The Branch will propose the curricula to be offered, subject to the approval of the UNM Office of the Provost. Course offerings shall be drawn from UNM lower division courses and technical courses to meet local needs.

UNM shall honor credits earned by students at the branch, in accordance with the following regulations:

- a. Credits earned in lower division courses that have been approved by the UNM Faculty Senate and Office of the Provost shall carry residence credit and be applicable to all UNM baccalaureate programs.
  - b. Credits earned in lower division technical courses offered by the Branch that have been approved by the Office of the Provost, may count towards degree programs specific to the branch and may transfer to UNM baccalaureate programs without explicit articulation agreements or exceptions defined in the UNM Faculty Handbook policy F80.
3. Degree and certificate programs at a branch shall be available to other branches subject to any accreditation requirements.
  4. Financial oversight of the Branch shall be the responsibility of the Board of Regents in accordance with its established requirements and procedures.

Funds for the support of the Branch will come principally from the following sources:

- a. State funds appropriated as provided by law;
- b. Local tax supports as provided by law;
- c. Student tuition as recommended by the Advisory Board and set by the Board of Regents;
- d. Fees as recommended by the Advisory Board and set by the Board of Regents;
- e. Grants, gifts, and other funds that may be available.

No funds of the Albuquerque Campus or any other UNM branch shall be allocated for the support of the Gallup Campus, although indirect administrative costs may be borne by UNM. No funds of the Gallup Campus may be reallocated to the Albuquerque Campus or to any other UNM branch, except for the payment of the administrative services fee, defined below.

The branch will remit annually to UNM a fee for the use of all management systems of records as of July 1, 2018, including those employed for financial services, enrollment services, advisement services, legal services, library services, enterprise systems, data services, research services, learning management systems, grants and contracts, planning and campus development, faculty contracts and human resources to the extent that no direct transfer of funds is required. Administrative service fees may not be changed for the duration of the agreement, however, new services that may cost more to UNM during the term of this agreement the Branch will be assessed their portion of the cost if they choose to be included in the new services.

The Branch may, at its discretion, contract with UNM administrative divisions for other services. Service Level Agreements are to be negotiated between the relevant administrative division(s) and the Branch. It is understood that the Branch may, at its discretion, contract with non-UNM vendors for any services other than those required for the management systems of record. Should negotiations reach an impasse, the matter will be negotiated by the Branch Advisory Board Chair or his/her designee and the Board of Regents President and his/her designee.

## **POLICIES:**

1. The Board of Regents or their designee will meet with Branch Advisory Boards or their designee at least once a year or more often as needed to foster and sustain communication between the Branch and UNM Albuquerque.
2. All employees of the Branch campus are employees of the University of New Mexico and subject to the policies and procedures thereof, including annual performance reviews. The Chancellor of the Branch reports to the UNM Provost, who will conduct his or her annual performance review. Input on the Chancellor's performance will be sought, and the outcomes of the review shared, with the Advisory Board. Authority for contract decisions to remove or retain the Chancellor rest with the UNM Provost, after consultation with the President and the Advisory Board. Authority for all other contract decisions, including salary, performance improvement plans, or interim appointments in the event of a vacancy in the office of the Chancellor, rest with the UNM Provost.
3. As part of UNM, the Branch shall have available to it liability insurance under the public liability fund administered by the New Mexico Risk Management Division. The New Mexico Tort Claims Act, Section 41-4-1 et seq., NMSA 1978, will govern any liability of the Branch.
4. The Branch may use facilities other than public school facilities, subject to the approval of the Provost.
5. All rights and responsibilities of the Board of Regents in this Agreement not specifically delegated herein and not requiring Board of Regents approval by statute, regulation, or University policy, are hereby delegated to the Provost of the University, who may re. delegate them as appropriate.
6. This proposed agreement expresses UNM main campus' commitment to better fostering full 4-year and (2 plus 2) degree programs tailored to the specific needs and priorities of each UNM branch and their communities. At the same time, it strives to protect UNM's interest at the branches and main campus and in keeping a coherent academic mission with healthy enrollments.  
*Right of First Refusal:* In the event a Branch Campus identifies the need for upper division or graduate course(s) or program(s) to meet a 2 plus 2 model or a community need, the request will be made to the Office of the Provost in writing. The Provost or her/his designee will review the request and respond within 30 days of receiving the request. The Provost office will work with the appropriate main campus academic unit and the branch to confirm need and viability of the request. If approval and delivery of the course(s)/programs(s) by main campus is not granted, the Branch has the option to enter into an agreement for a cohort model with another provider under conditions stipulated by Academic Affairs (as the unit holding oversight of the entire University's academic mission). Such stipulations will include the option for UNM main campus to review programs being delivered at any time after two years in the event main campus elects to provide the program.

In order to successfully implement this arrangement and foster thriving 4-year degree and 2 plus 2 offerings at the branches, each branch agrees to collaborate with the Office of the Provost in identifying high-priority degree programs and assessing their enrollment viability.

**ADDITIONAL STATUTORY REQUIREMENTS**

1. All property acquired for the Branch shall be held in the name of the Board of Regents. In the event the agreement is terminated and a different public college entity evolves from the Branch, all property shall be transferred by the Board of Regents and conveyed to the governing board of the new public college entity.
- 2 This agreement shall be binding upon both the Board of Regents and the Branch Advisory Board; however, it may be terminated by mutual consent or it may be terminated by either board upon six months' notice. If the branch community college has outstanding general obligation or revenue bonds, neither the Board nor the Board of Regents may terminate the Agreement until the outstanding bonds are retired, except as provided by Section 21-13-24.1 NMSA 1978.

The UNM Board of Regents or their designee and the Branch Advisory Board shall review this Agreement as they deem necessary, but at least biennially per statutory requirement. Any changes must be in writing and have signature approval of both UNM Board of Regents and the Branch Advisory Board. The amount of administrative services fee paid by the Branch to the Board of Regents is set at 3.6% based on actual expenditures from the previous year and will be in force from July 1, 2020 thru June 30, 2022. Subsequent rate amounts will be negotiated with proper advanced notice by the Board of Regents or their designee and the Branch Advisory Board or their designee. Should the two parties to this agreement (BOR and Elected Advisory Boards) come to an impasse on matters including but not limited to the amount of the administrative fee paid by the Branches to the Albuquerque Campus, the matter will go to a mutually agreed arbitrator who will render a decision binding to both parties. The Branches and the Albuquerque Campus will share arbitrations costs.

This Agreement has been reviewed, accepted, and approved as follows:

For the Board of Regents of  
The University of New Mexico

For the Advisory Board of  
The Branch Campus

\_\_\_\_\_  
UNM President

\_\_\_\_\_  
Branch Chairperson

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed

**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**

This agreement between the Board of Regents and the Gallup Advisory Board is founded on the recognition of the need and opportunity for the parties to partner together to provide quality educational services through a cooperative, coordinated effort.

The specific duties and responsibilities of the Advisory Board in relation to the operation of the Gallup Campus include the following:

1. Act as an advisory board to the Board of Regents or their designee in all matters pertaining to the conduct of the Gallup Campus.
2. Approve an annual budget for the Gallup Campus for recommendation to the Board of Regents for final approval.
3. Provide approval and certification for the tax levy, as required by state law, to the Gallup County Commission.
4. Call election for tax Levies for the Gallup Campus, after Approval of the Board of Regents.
5. Call Elections for the Advisory Board positions pursuant to the Branch Community College Act, Section 21-14-2.1, NMSA 1978.

The Board of Regents, or their designee, shall have full authority and responsibility in relation to all matters of the Gallup Campus, although the Advisory Board shall be consulted and will serve in an advisory capacity in such matters. The UNM Main Albuquerque campus (hereinafter referred to as "Albuquerque Campus") shall provide administrative support to the Gallup Campus in exchange for an administrative services fee, as set forth below in this Agreement.

The Advisory Board and the UNM Board of Regents, or their designee, shall jointly conduct a search for qualified candidates for Chief Executive Officer (CEO). The Board of Regents, or their designee, after consultation with the board, shall then select the CEO for the Branch community college.

Pursuant to the provisions above:

1. The Board of Regents through their designee shall have full authority and responsibility in relation to all matters of the Branch, although the Advisory Board shall be consulted and will serve in an advisory capacity in such matters.
2. The Branch will propose the curricula to be offered, subject to the approval of the UNM Office of the Provost. Course offerings shall be drawn from UNM lower division courses and technical courses to meet local needs.

UNM shall honor credits earned by students at the branch, in accordance with the following regulations:

- a. Credits earned in lower division courses that have been approved by the UNM Faculty Senate and Office of the Provost shall carry residence credit and be applicable to all UNM baccalaureate programs.
  - b. Credits earned in lower division technical courses offered by the Branch that have been approved by the Office of the Provost, may count towards degree programs specific to the branch and may transfer to UNM baccalaureate programs without explicit articulation agreements or exceptions defined in the UNM Faculty Handbook policy F80.
3. Degree and certificate programs at a branch shall be available to other branches subject to any accreditation requirements.
  4. Financial oversight of the Branch shall be the responsibility of the Board of Regents in accordance with its established requirements and procedures.

Funds for the support of the Branch will come principally from the following sources:

- a. State funds appropriated as provided by law;
- b. Local tax supports as provided by law;
- c. Student tuition as recommended by the Advisory Board and set by the Board of Regents;
- d. Fees as recommended by the Advisory Board and set by the Board of Regents;
- e. Grants, gifts, and other funds that may be available.

No funds of the Albuquerque Campus or any other UNM branch shall be allocated for the support of the Gallup Campus, although indirect administrative costs may be borne by UNM. No funds of the Gallup Campus may be reallocated to the Albuquerque Campus or to any other UNM branch, except for the payment of the administrative services fee, defined below.

The branch will remit annually to UNM a fee for the use of all management systems of records as of July 1<sup>st</sup>, 2018, including those employed for financial services, enrollment services, advisement services, legal services, library services, enterprise systems, data services, research services, learning management systems, grants and contracts, planning and campus development, faculty

contracts and human resources to the extent that no direct transfer of funds is required. Administrative service fees may not be changed for the duration of the agreement, however, new services that may cost more to UNM during the term of this agreement the Branch will be assessed their portion of the cost if they choose to be included in the new services.

The Branch may, at its discretion, contract with UNM administrative divisions for other services. Service Level Agreements are to be negotiated between the relevant administrative division(s) and the Branch. It is understood that the Branch may, at its discretion, contract with non-UNM vendors for any services other than those required for the management systems of record. Should negotiations reach an impasse, the matter will be negotiated by the Branch Advisory Board Chair or his/her designee and the Board of Regents President and his/her designee.

#### **POLICIES:**

1. The Board of Regents or their designee will meet with Branch Advisory Boards or their designee at least once a year or more often as needed to foster and sustain communication between the Branch and UNM Albuquerque.
2. All employees of the Branch campus are employees of the University of New Mexico and subject to the policies and procedures thereof, including annual performance reviews. The CEO of the Branch reports to the UNM Provost, who will conduct his or her annual performance review. Input on the CEO's performance will be sought, and the outcomes of the review shared, with the Advisory Board. Authority for contract decisions to remove or retain the CEO rest with the UNM Provost, after consultation with the President and the Advisory Board. Authority for all other contract decisions, including salary, performance improvement plans, or interim appointments in the event of a vacancy in the office of the CEO, rest with the UNM Provost.
3. As part of UNM, the Branch shall have available to it liability insurance under the public liability fund administered by the New Mexico Risk Management Division. The New Mexico Tort Claims Act, Section 41-4-1 et seq., NMSA 1978, will govern any liability of the Branch.
4. The Branch may use facilities other than public school facilities, subject to the approval of the Provost.
5. All rights and responsibilities of the Board of Regents in this Agreement not specifically delegated herein and not requiring Board of Regents approval by statute, regulation, or University policy, are hereby delegated to the Provost of the University, who may re-delegate them as appropriate.
6. This proposed agreement expresses UNM main campus' commitment to better fostering full 4-year and (2 plus 2) degree programs tailored to the specific needs and priorities of

each UNM branch and their communities. At the same time, it strives to protect UNM's interest at the branches and main campus and in keeping a coherent academic mission with healthy enrollments.

*Right of First Refusal:* In the event a Branch Campus identifies the need for upper division or graduate course(s) or program(s) to meet a 2 plus 2 model or a community need, the request will be made to the Office of the Provost in writing. The Provost or her/his designee will review the request and respond within 30 days of receiving the request. The Provost office will work with the appropriate main campus academic unit and the branch to confirm need and viability of the request. If approval and delivery of the course(s)/programs(s) by main campus is not granted, the Branch has the option to enter into an agreement for a cohort model with another provider under conditions stipulated by Academic Affairs (as the unit holding oversight of the entire University's academic mission). Such stipulations will include the option for UNM main campus to review programs being delivered at any time after two years in the event main campus elects to provide the program.

In order to successfully implement this arrangement and foster thriving 4-year degree and 2 plus 2 offerings at the branches, each branch agrees to collaborate with the Office of the Provost in identifying high-priority degree programs and assessing their enrollment viability.

#### **ADDITIONAL STATUTORY REQUIREMENTS**

1. All property acquired for the Branch shall be held in the name of the Board of Regents. In the event the agreement is terminated and a different public college entity evolves from the Branch, all property shall be transferred by the Board of Regents and conveyed to the governing board of the new public college entity.
2. This agreement shall be binding upon both the Board of Regents and the Branch Advisory Board; however, it may be terminated by mutual consent or it may be terminated by either board upon six months' notice. If the branch community college has outstanding general obligation or revenue bonds, neither the Board nor the Board of Regents may terminate the Agreement until the outstanding bonds are retired, except as provided by Section 21-13-24.1 NMSA 1978.

The UNM Board of Regents or their designee and the Branch Advisory Board shall review this Agreement as they deem necessary, but at least biennially per statutory requirement. Any changes must be in writing and have signature approval of both UNM Board of Regents and the Branch Advisory Board. The amount of administrative services fee paid by the Branch to the Board of Regents is set at 3.6% based on actual expenditures from the previous year and will be in force from July 1, 2018 thru June 30, 2020. Subsequent rate amounts will be negotiated with proper advanced notice by the Board of Regents or their designee and the Branch Advisory Board or their designee. Should the two parties to this agreements (BOR and Elected Advisory Boards) come to

an impasse on matters including but not limited to the amount of the administrative fee paid by the Branches to the Albuquerque Campus, the matter will go to a mutually agreed arbitrator who will render a decision binding to both parties. The Branches and the Albuquerque Campus will share arbitrations costs.

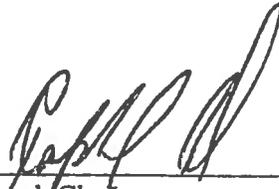
This Agreement has been reviewed, accepted, and approved as follows:

For the Board of Regents of  
The University of New Mexico

For the Advisory Board of  
The Branch Campus



UNM President



Branch Chairperson

11/30/2018

Date Signed

11/20/18

Date Signed