



CEO Weekly Brief - 1/25/2019

Dr. James Malm

Budget Reporting Process

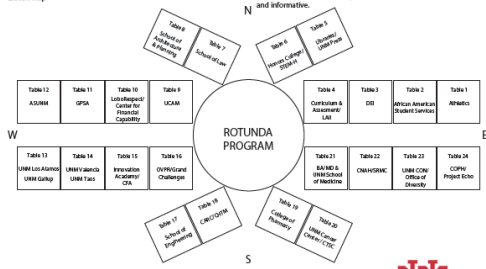
Director of Business Operations Robert Griego briefed me this week on his schedule for development, approval and submission of the fiscal year 2020 budget. Under Robert's experienced guidance, the UNM-Gallup budget will be constructed with an eye towards maximum effectiveness and efficiency. In February, the faculty assembly budget review committee will have the opportunity to provide input. On March 19th, the local advisory board will be presented with the 2020 budget and asked to approve it after which time it will be presented to the UNM board of regents for final review. We will fully adhere to the [UNM budget development calendar](#) as we review, propose and create a budget that supports our mission. We are moving into the new fiscal year optimistically anticipating a level budget with no use of reserves. We will look to the New Mexico legislature to guide us in the use of any new state dollars and hope to support salary increases and new special projects.

Local Advisory Board

I met this week with Ralph Richards, local advisory board chair, to update the board leadership on UNM-Gallup upcoming events, including potential real estate activities. We also finalized our legislative advocacy plans for UNM Day at the state legislature which is Monday, January 28th. UNM Day will start with a huge Lobo showing at the Roundhouse and close with a legislator appreciation event sponsored by the UNM Alumni Association. The [2019 UNM legislative priorities](#) are strong and reflect an institution with a clear understanding of the role of higher education in improving lives across the state.

UNM Day at the State Capitol
Monday, January 28, 2019
9:00 am - 3:00 pm
Exhibit Map

The goal of UNM Day at the State Capitol is to impress our Santa Fe audience by showcasing some of the outstanding people and programs at UNM, with an emphasis on previously funded programs, programs in need of funding and programs that are exceptionally exciting and resonate with the public. As you are planning your activity, please keep in mind that we recommend your activities be innovative, interactive and informative.



2019 UNM Day programs represented

Small Business Development Center

The UNM-Gallup Small Business Development Center participated in last Friday's Rainforest "Meet the Mentor" presentation which featured UNM-Gallup alumni Sandra Begay. The [STC.UNM and Innovation Academy seminar series](#) is geared toward entrepreneurship training and is open to the general community. There is also a certificate program attached to the seminar series which is available to students. I also was able to help Cyndi advance the current search for a small business advisor which will increase her capacity to provide business assistance services. Visit the [UNM Jobs website](#) for specifics and application instructions.

Meet a Mentor & What is the University Center? – UNM Gallup

New Mexico Rainforest University Center Spring Seminar Series
STC.UNM and the Innovation Academy are hosting their spring 2019 University Center Seminar series. The New Mexico Rainforest University Center provides entrepreneurial training and technical assistance at the University of New Mexico main- and branch-campus center sites. The seminars are free and open to the UNM community and the public via in-person or web access, but registration is required. A certificate program in entrepreneurial capabilities is available to UNM students and community members thru UNM's Innovation Academy. If interested in the certificate program as part of the seminar series, please contact Cecilia Pacheco at cpacheco@stc.unm.edu.

Date: January 18, 2019, 4pm-5pm
Location: UNM-Gallup 1705 Gurley Ave Gallup, NM 87301 Student Services Tech Center, Room 200
Event Website: <http://MeetTheMentorUNMSEvents.com/>

January Seminar Topic:

Introduction to the New Mexico Rainforest University Center Program and Meet the Mentor – Sandra Begay

Would you like to start or grow your business? The New Mexico Business University Center can help you do that. Funded by the U.S. Economic Development Administration, STC.UNM and the UNM Innovation Academy are kicking off the spring program with an introduction to the programs and resources that are available under this program. Join us to learn more and meet the mentor for UNM-Gallup, Sandra Begay. If you have an idea for a new business or would like to expand your business, Sandra is available for discussions and mentoring on how to move forward.

About the New Mexico Rainforest University Center
The University Center is a government-funded program providing entrepreneurial training and technical assistance to individuals or small business who are looking to start or grow their idea. This platform for the training will be e-commerce, designed to assist any business with its digital presence. The program provides two primary training programs at UNM main and branch campuses: (1) access to taking the "Create, Sell, Scale" course for UNM students for credit or community members for certificate and (2) a series of 12 seminars offered from January thru December.



MEET YOUR MENTOR: SANDRA BEGAY, PRINCIPAL MEMBER OF THE TECHNICAL STAFF, INDIAN ENERGY PROGRAM, SANDIA NATIONAL LABORATORIES



A former regent of the University of New Mexico, Ms. Begay joined Sandia National Laboratories in 1972 and is now a Principal Member of its Technical Staff, she leads Sandra's technical efforts in the Renewable Energy Program to assist better American cities with renewable energy development. Prior to this, she also worked at Lawrence Livermore Laboratories and at Los Alamos National Laboratory. Ms. Begay is a former Executive Director of the American Indian Science and Engineering Society (AISES), former chair of the AISES Board of Directors, and the recipient of the AISES Lifetime Achievement Award.

Sandra is the site mentor for UNM-Gallup. She is available as an interface for any questions and to serve as a connection point for resources related to your entrepreneurial endeavors or training.
sbegay@sandia.gov

University Real Estate

It was my privilege to host Thomas M. Neale, director of [UNM real estate](#), on the campus this week to discuss ongoing and evolving UNM-Gallup real estate activities. I appreciate his expertise and good counsel as we investigate possibilities for community partnerships and campus growth.



Enrollment Management

Director of Student Affairs Jayme McMahon and I met this week to discuss an outline for the FY 2020 strategic enrollment plan. While still in draft form, this plan will provide direction as to how we can coordinate campus efforts to align our mission, vision and values with student and market needs. This will require quite a bit of complex research and coordinated efforts from all segments of our campus and community. Jayme notes, “Strategic enrollment planning is a complicated process that will require collaborative efforts across the campus, but it is a process that is critical to our ability to continue serving students and our community.”

An important part of any strategic enrollment plan is a strong understanding of our student demographics. The UNM Office of Institutional Analytics maintains an active institutional fact book which provides data on our campus across a number of different statistical points. Please refer to the [2018 fact book](#) for the most recent demographic markers for UNM-Gallup.

Branch CEO Meeting

The branch campus CEO’s had the chance to meet this week with Interim Provost Rich Wood and Interim Senior Vice-Provost for Academic Affairs Barbara Rodriguez. On the agenda were open discussions about:

- 2019 legislative priorities
- First right of refusal on select baccalaureate completion and graduate degree programs
- Enrollment updates

- Higher Learning Commission site visits
- Faculty grievance policies and procedures
- Dual and concurrent credit programs
- FY 2020 budgets
- Branch component in new regent orientation

As always, it was a pleasure to engage in conversations that are so important and relevant to branch campus management.

Capital Planning

UNM-Gallup presented to the capital planning leadership team this week on our five-year capital funding requests. I was accompanied by Director of Business Operations Robert Griego and Physical Plant Manager Ron Petranovich as we updated the committee on our upcoming schedule of New Mexico general obligation and severance tax bond projects. With suggestions from the team, we will integrate modifications into the plan which will be submitted together with university-wide plans to the Higher Education Department later this year. Our presentation slides can be accessed by clicking below.



CAPITAL REQUESTS

PRESENTATIONS TO CAPITAL PLANNING LEADERSHIP TEAM
FOR FIVE-YEAR FUNDING REQUESTS

Branch Leadership Team

Today was the second of our Open Office Hours sessions during which the UNM-Gallup leadership team invites the campus community into our weekly meeting. We encourage anyone to [sign up](#) to present at these open sessions. We enjoyed the first meeting last week and the meaningful discussions with the president of faculty assembly as well as representatives from the Center for Academic Learning. Leading and learning go hand-in-hand so I encourage everyone to attend and help inform the leadership team as we make decisions with as much input as possible. Dean of Instruction Dan Primozic noted of last week's meeting, "During the open door meeting, program specialists from

the Center for Academic Learning took advantage of the opportunity to have a fine discussion on how the CAL task force is progressing and how to improve services. Jayme McMahon also contributed many suggestions as to how to improve tutoring support. It was a very productive meeting.”

Shared Governance

The leadership team was delighted to receive notification this week of a unanimously approved motion from the faculty assembly’s January 18th meeting in support of a reactivated UNM-Gallup staff senate. The faculty motion read: *“We, the UNM-Gallup Faculty Assembly, fully support the revitalization of the UNM-Gallup Staff Council and look forward to future possibilities for collaboration between our organizations.”*

This is very important as we need to hear all voices – students, faculty, staff and community – to effectively share the governance of our great university. We look forward to adding an active staff senate to our already vibrant [faculty senate](#), [student senate](#), and [local advisory board](#) as we bring all parts of campus to the table to plan, grow and improve.