



## CEO Weekly Brief – 10/22/2018

Dr. James Malm

### SENIOR VICE PROVOST FOR ACADEMIC AFFAIRS

Congratulations to UNM's new Interim Senior Vice-Provost for Academic Affairs, Barbara Rodriguez. I recently had the opportunity to meet and congratulate her on her new position. Dr. Rodriguez has history in the local area and fond memories of the years she worked in Gallup and Thoreau as a speech pathologist. Dr. Rodriguez's promotion exemplifies the [Office of Faculty Affairs and Services'](#) "engagement in the recruitment, selection, appointment, promotion, retention and oversight of a diverse, highly talented faculty within academic units on UNM main and branch campuses." I am looking forward to continued collaboration with Dr. Rodriguez regarding academic affairs on the Gallup campus.



*Barbara Rodriguez,  
Interim Senior Vice-Provost  
for Academic Affairs*

### DEAN OF INSTRUCTION RANK AND TENURE

I had the opportunity to meet with Dean of Instruction Dan Primozic to bring together and review his professional teaching, research, service and character documents. A vote of the senior faculty will be organized as to their recommendations to the provost for consideration of his promotion and tenure to the UNM-Gallup branch rank of full professor per the terms of his

employment contract. For more information please visit the [Provost's Promotion & Tenure Guidelines](#).

## UNM BOARD OF REGENTS

With much pride and excitement, I attended the UNM Board of Regents meeting on Tuesday, October 16<sup>th</sup> to receive an official proclamation commemorating our 50<sup>th</sup> anniversary. I was accompanied to the podium by Dr. Tracy Lassiter and Dr. Shirley Heying as I expressed gratitude for the regent's recognition of the work our campus has done, the broad scope of services we provide and our plan for continued growth into the future. Official signatures on the proclamation include President Rob Doughty, Vice-President Marron Lee, Secretary/Treasurer Thomas Clifford, Student Regent Garrett Adcock, Regent Michael Brasher, Regent Brad Hosmer, and Regent Suzanne Quillen.



*Dr. James Malm, Dr. Tracy Lassiter and Dr. Shirley Heying accept a proclamation from the UNM Board of Regents in recognition of UNM-Gallup's 50<sup>th</sup> anniversary.*

## LOCAL ADVISORY BOARD MEETING

The UNM-Gallup local advisory board meeting was held on Tuesday, October 16. As part of my regular report to the board, I presented:

- The New Mexico Higher Education Department 2018 Summer Hearing in regards to our five-year capital project funding;
- The New Mexico Higher Education Department Research and Public Service Project (RPSP);
- UNM-Gallup summary of current and plant funds;
- Unopposed petition to conduct the February 2019 local option branch community college local advisory board elections with the November 2019 regular election and implications for our local advisory board.

Full board packets are available on the [local advisory board web page](#), and board minutes can be viewed after they are approved by the board at the next regular meeting.

## **EMERGENCY CLOSURES**

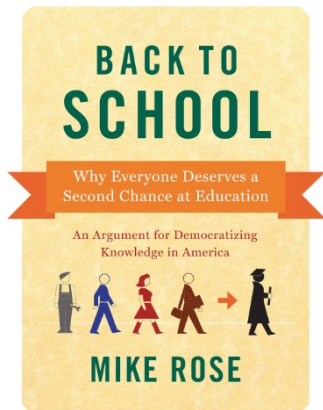
The UNM-Gallup leadership team met this past week to fine tune our emergency campus closure procedures, especially as they relate to non-weather related decisions and operational times outside those of the Gallup McKinley County School District such as evenings, weekends, and district holidays. Lobo Alerts will be one of the many channels used to communicate information in real-time. The Lobo Alerts program is an opt-out program so if you are a UNM faculty, staff or student you are immediately enrolled in the program until such a time as you ask to be removed. For [weather-related closures](#) UNM-Gallup will also utilize a number of communication methods including television, radio, social media and the local switchboard.

## **MANDATORY TRAINING**

I would like to encourage supervisors to support all faculty, adjunct faculty, full-time and part-time staff members in the completion of the UNM mandatory annual trainings. The online trainings must be completed by December 1, 2018. You can access the modules at [Learning Central](#) at any time of the day or night. The three required classes are 1) Active Shooter on Campus: Run, Hide, Fight, 2) Basic Annual Safety Training, and 3) Intersections: Preventing Discrimination and Harassment.

## **INVITATION TO DR. LANZA'S CLASS**

On Thursday of last week, I was happy to accept an invitation to visit Dr. Carmela Lanza's English 100 classes. She is guiding students in sharing their stories on how they found themselves in a remedial English class. I was moved by their complex and thoughtful responses. Please click the link below to preview the book used by the students in these classes.



## FACULTY ASSEMBLY

On Friday, Faculty Assembly President Cecilia Stafford attended a meeting of the UNM-Gallup leadership team to share information and enter into meaningful and collaborative discussions which help us deliver on our mission. Under her strong leadership, the faculty assembly is thriving and I am happy for the opportunity to work and communicate with this group in such a collegial manner.

Later that day, I presented the CEO’s standing report to the Faculty Assembly and stood for questions from the group. Please click below for the full agenda.

Agenda  
UNM-Gallup Faculty Assembly Meeting  
Cahia Hall 248, 11:30-2:30 PM, October 19<sup>th</sup>, 2018

**Approval of Agenda**

**Approval of Previous Meeting Minutes** (September 21<sup>st</sup>, 2018)

**Reports:**

- President’s Report, Cecilia Stafford, 10 minutes
- Dean of Instruction’s Report, Dean Dr. Daniel Primavera, 10 minutes
- CEO’s Report, Dr. James Mahan, 10 minutes
- CFO’s Report, CFO Robert Griggs, 10 minutes
- Student Services Director Report, Dr. Joyce McMahon, 10 minutes

**Action Item: Constitution & By-Laws Vote**, Lilla Curtick, 10 minutes

**Faculty Assembly: Updates to ABC and Standing Committee Updates**, 20 minutes

UNMG Minutes to ABC (J. Brian T. Lanning)  
Budget Review Committee  
Committee on Teaching Excellence  
Constitution and By-Laws Committee  
College Assessment Review Committee (CARC)  
Faculty Committee on Student Affairs  
Curricula Committee  
Library Committee  
Long Range Planning and Resource Committee

**Other Business & Announcements**: 20 minutes

**Adjourn—2:30 PM**

\* Note: Only full-time UNM-G faculty (including chairs) and elected adjunct representatives carry vote on action items. As specified by the UNMG Constitution, we will follow Robert’s Rules if/when the Constitution is before us.

## GALLUP EXECUTIVE DIRECTORS ALLIANCE

City Manager Marianne Ustick and the City of Gallup hosted the most recent meeting of the Gallup Executive Directors Alliance (GEDA) at the El Morro Events Center. At this monthly luncheon, I was able to provide updates on:

- UNM-Gallup’s five year Higher Education Department capital plan as contained within the UNM-Gallup local advisory board 10/16/18 meeting packet; (Click below to access the full document)

| New Mexico Department of Higher Education  |               |   |   |                                       |        |                          |     |    |                      |                                    |                                     |                    |            |        |
|--|---------------|---|---|---------------------------------------|--------|--------------------------|-----|----|----------------------|------------------------------------|-------------------------------------|--------------------|------------|--------|
| Five Year Capital Project Funding Plan - Internal Update for Local Advisory Board and Capital Planning Leadership Team |               |   |   |                                       |        |                          |     |    |                      |                                    |                                     |                    |            |        |
| UNIVERSITY OF NEW MEXICO (UNM)   |               |   |   |                                       |        |                          |     |    |                      |                                    |                                     |                    |            |        |
| Investment Strategy  | Project Title | Description   | Year Project Funding will be requested  | Month/Year Project is to be completed | Phase  | Cost of Project or Phase | URS | DB | Percent of URS or DB | Percentage of Other Funding Source | Description of Other Funding Source | Major Construction | Renovation | Space  |
| URM-G  | 1             | Campus & Facility Infrastructure and Energy Upgrade | Repair, upgrade and enhance existing facility infrastructure, wiring and roadway lighting, signal and street lighting and safety upgrades   | 2018                                  | Jan-18 | Dec-21                   | X   | X  | 75%                  | 25%                                | Other                               | X                  | X          | N/A    |
| URM-G  | 2             | Center for Career, Technical and Transfer Studies   | Open Technology Education Study, establish and renovate space that  | 2019                                  | Nov-20 | Dec-22                   | X   | X  | 75%                  | 25%                                | Other                               | X                  |            | 11,000 |
| URM-G  | 4             | Facility Repair and Renovation                      | Repair existing facilities and necessary upgrades to interior and exterior and incorporate safe educational environment that building renovation and repair, air, heating, air conditioning   | 2020                                  | Jan-21 | Dec-21                   | X   | X  | 75%                  | 25%                                | Other                               | X                  |            | N/A    |
| URM-G  | 3             | Open Technologies Education Center Phase 1          | Planning, design, construct and equip a facility to house Open Technology Education programs. This building will house the facilities to house a mechanical electrical plumbing, open technical skilled trade, green technology programs, and other workforce training efforts. | 2021                                  | Jan-21 | Jan-24                   | X   | X  | 75%                  | 25%                                | Other                               | X                  |            | 5,000  |
| URM-G  | 6             | Facility Repair and Renovation                      | Repair existing facilities and necessary upgrades to interior and exterior and incorporate safe educational environment that building renovation and repair isn't enough to complete  | 2022                                  | Jan-22 | Dec-25                   | X   | X  | 75%                  | 25%                                | Other                               | X                  |            | N/A    |

- 2018 Research and Public Service Project - Workforce Development Process Technology Program;
- Senator Ivey-Soto's unopposed petition to conduct local option branch community college elections with regular elections.