Minutes

1. **Call to Order; Confirmation of Quorum** (4 Board Members present)
   Chairman Steve Boerigter called the meeting to order at 5:36 pm.
   
   **Board Members Present:**
   - Stephen Boerigter
   - Michelle Hall
   - Sheila Schiferl
   - Pat Soran
   - David Sutton

   **UNM Staff Present:**
   - Cynthia Rooney, Chief Executive Director
   - Sharon Hurley, Dean of Instruction
   - Bob Harmon, Director, Business Operations
   - Kathryn Vigil, Student Enrollment Director
   - Dennis Davies-Wilson, Library Director
   - Elizabeth Radamacher, Academic Student Success Manager
   - Gayle Burns, Business Services Manager
   - Nancy Coombs, Marketing Representative
   - Alex Zubelewicz, Special Events, Campus Safety Coordinator/IT
   - Kateri Morris, Assistant to the Dean

2. **Routine Business- Board Action Items**
   a. **Adoption of Agenda:** Michelle Hall motioned to adopt the agenda. Seconded by David Sutton. Passed.
   b. **Approval of Minutes from September 11, 2017:** Michelle motioned to approve the minutes. Seconded by David. Passed.

3. **Public Comment**
   No public comment.

4. **In lieu of the introduction of visitors:**
   No visitors. Patrick Soran was commended for hand-crafting UNM-LA’s ceremonial mace, which will be used for UNM-LA graduation ceremonies. CEO, Dr. Cindy Rooney presented him with a handmade pottery vase, made by Fine Arts Division Chair Barbara Yarnell.

5. **Information for the Board:**
   a. **Statewide Challenges Facing Higher Education Institutions:**
      i. Issues discussed at HED meeting: Too many institutions. How shall they be organized? Which ones are needed? Who has the authority to make decisions on the future of an institution? A full report was handed out to the board members. Funding formula (draft) passed out to the board. Most recent version indicates UNM-LA will receive $5K less next year.

UNM-LA Advisory Board Meeting
November 13, 2017
ii. Recommendations:
   1. Continue to advocate for UNM-LA; offer more classes to serve the needs of the lab; utilize lab employees to teach. Continue to serve on various committees/boards to build network and support. Revisit the talking points used for the mil levy campaign.

iii. Career pathway (common course numbering). Sharon Hurley submitted 86 items.

b. UNM-LA Strategic Initiatives:
   i. SWOT Analysis: Dr. Rooney asked the board for their input on UNM-LA strengths, weaknesses, opportunities and threats.
   ii. Discussion: Student services and graduation were noted as strengths. Too few staff and faculty, although we recently added 2 new core faculty. A few more will be hired within the next month. Aware of UNM-LA’s size and location. Student Service’s effort in recruitment, connections with parents, growing opportunities.
   iii. Suggestions:
      1. Sheila: add education courses to pass State Board; add fundraising staff
      2. Steve: Keep networking, continue hiring

c. Fundraising Ideas:
   i. Ideas for alternate revenues: Fundraising, Grants, Leasing facilities
   ii. Discussion: We get unsolicited donations; LA Community Foundation might be something to consider; a challenge is we don’t have good alumni records.
   iii. Recommendation: Establish a fundraising committee with UNM-LA personnel, Advisory Board members, and community members. Steve Boerigter, Pat Soran, and David Sutton volunteered to serve.

6. Reports:
   a. CEO Report: Online survey showed 74% online students satisfied; 82.5% would take course again; Brief description of the new UNM president who will start March 1.
   b. Student Services Report: Jenny Duran is partnering with other colleges to provide FASFA workshops at local high schools and supporting students and parents through the process; SUNPATH program allows UNM-LA students who need to fulfill college requirements to take a class as a guest student online at a different college.
   c. Dean of Instruction Report: Hired 2 part time core faculty; the Fine Arts department participated in the Community Art tour; working to hire a Program Coordinator for Public Safety.
   d. Business Operations Report: Reviewed first quarter financials; Expenditures are slightly down; Pursuing digital signage for campus.

7. Next Meeting:
   Regular Meeting-January 8, 2017 Lecture Hall, UNM-LA

8. Adjournment: Meeting adjourned at 7:35 pm