



**Advisory Board Meeting
Monday, May 12, 2014
5:30 p.m., Lecture Hall**

MINUTES

1. CALL TO ORDER

At 5:32 p.m., Steve Boerigter, Chairperson called the meeting to order and provided brief opening remarks.

2. ROLL CALL

Board Members Present:

Dr. Steve Boerigter
Ms. Micheline Devaurs
Dr. Michelle Hall
Mr. David Sutton

Staff & Visitors Present:

Dr. Cedric Page, Executive Director
Dr. Cindy Rooney, Dean of Instruction
Ms. Lisa Wismer, Director, Business Operations
Ms. Kathryn Vigil, Student Enrollment Director
Ms. Kay Willerton, Associate Dean of Instruction; Department Chair, Mathematics
Ms. Cindy Leyba, Operations Manager, Bachelor and Graduate Programs
Ms. Valida Dushdurova, Research and Information Manager
Ms. Elizabeth Rademacher, Academic Student Success Manager
Ms. Daizzare Quintana, Student Government Representative
Ms. Leah Roach, Student Government Representative
Ms. Helen Melinsky, Student Government
Ms. Bonnie Gordon, Reporter for LA Daily Post
Mr. Alex Zubelewicz, Visitor

3. PRESENTATION OF VISITORS & INFORMATION FOR THE BOARD

Mr. Phillips introduced his robotics team. They demonstrated their competition robot. This year they made it further in the competition than ever before. There has been good community support and interest. They thanked UNM-LA for all of their support.

Ms. Quintana spoke for Student Government. They have approved their funding for the year. They bought a digital camera for improved photo quality in our marketing materials. They had Study Night and 40 people attended. Their movie night was well attended. They plan on sending out a survey to find out what movies are preferred. This

summer they are planning a water balloon fight on July 4th. They are currently in the process of approving a new club – video gaming and comics.

In the Bachelor and Graduate Programs, Cindy Leyba has hired a new part time site coordinator. She hopes the position will be full time in the future. They are preparing for graduation. They have 11 graduates: 5 Bachelor's degrees and 6 Graduate degrees.

4. ROUTINE BUSINESS - BOARD ACTION

Approval Advisory Board Meeting Minutes

Ms. Devaurs noted that under Future Business, the name of the church for graduation is wrong and should be changed to Crossroads.

A motion to approve the Minutes for the Advisory Board Meeting on April 24, 2014, with the one correction was made by Ms. Devaurs and seconded by Dr. Hall. Motion was passed.

5. PUBLIC COMMENT

There was no public comment.

6. STAFF PRESENTATIONS

Dr. Page gave an update on Housing. Mr. Neale of UNM Real Estate has arranged for a visit from Lobo Corp to do the assessment for renovation. Last Friday Housing had a visit from Safety and Risk Services. They told us there were no serious issues. After the assessment, we will know more about the housing status.

Dr. Schmidt of the Los Alamos Public Schools was invited to the meeting, but was unable to attend due to a prior commitment. Also, a financial aid coordinator has been hired.

Campus wide institution effectiveness planning was discussed. The program will assess our product, customer satisfaction, our mix of programs and will help with accreditation.

Dr. Rooney spoke about how the assessment process promotes continuous improvement. A discussion on the assessment process followed. Dr. Rooney reported that she and Kay Willerton have been meeting with the principal and vice principal from Los Alamos High School on the early college high school grant they have received. The funds need to be spent by the end of June.

Kate Massengale is leading work on the grant, "Walking Together for Student Success Initiative." It would bring in 2.5 million over a five year period. Michele Hall is working on a NSF grant proposal in the STEM fields.

On April 15th, our campus hosted Congressman Ben Ray Lujan. The event highlighted various STEM programs on our campus, the robotics, EMS and Accelerate programs. Our campus hosted the On-Course training and was well received.

The Library, Adult Learning Center and Community Ed updates were shared with the Board.

Ms. Katherine Vigil gave an update for Student Support Services. They had a visit from the Dean of Students at UNM. He would like to work with UNM-LA to create a model to use for branch transfers to main campus. She gave an update on student enrollment numbers for fall. Ms. Vigil answered several questions from the Board.

Ms. Lisa Wismer presented the Campus Operations update. The adjustments for the FY15 budget were reviewed. The changes are the adjustments for salary increases and revenue stream on fund balances. We are on target to end the year in the black. The next two months should go smoothly.

7. NEW BUSINESS – BOARD ACTION

The agenda for next year's Advisory Board Meetings was discussed. The November 10th meeting was changed to November 17th. Dr. Hall presented a motion to approve the schedule with the change to the November meeting. Motion was seconded by Ms. Devaurs. Motion passed.

8. UNFINISHED BUSINESS

Dr. Page presented an update on the Housing status. We are waiting for the report from Tom Neale from UNM Real Estate. We have had no communication from the county. We have not withdrawn our request for a grant to help with teardown costs. Ideas were discussed. A special meeting may be called after receipt of the assessment team. The fall housing referral system was discussed.

9. FUTURE BUSINESS

The next Regular Meeting will be held on Monday, September 8, 2014 at 5:30 p.m.

10. ADJOURNMENT: Meeting was adjourned at 6:50 p.m.

*Approved by the UNM-LA Advisory Board on September 8, 2014
Anne Lantrip, Recording Secretary*