

**Advisory Board Meeting  
Monday, November 13, 2017  
5:30 p.m., Lecture Hall, Building 2**

<b>Minutes</b>
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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.

- 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