



**Advisory Board Meeting**  
**Monday, March 11, 2019**  
**5:30 pm, Lecture Hall, Building 2**

**MINUTES**

**1. Call to Order, Confirmation of a Quorum** (5 board members present)

Steve Boerigter called the meeting to order at 5:31 pm.

**Board Members Present:**

Stephen Boerigter  
Michelle Hall  
Sheila Schiferl  
Pat Soran  
David Sutton

**UNM LA Staff Present:**

Cynthia Rooney, Chief Executive Director  
Sharon Hurley, Dean of Instruction  
Bob Harmon, Director Business Operations  
Kathryn Vigil, Director of Student Affairs  
Nancy Coombs, Marketing Representative  
Valida Dushdurova, Research & Information Manager

**Visitors Present:**

No Visitors. Dr. Rooney noted that Dr. Jeronimo Dominguez was unable to attend as well as invited members of the Phi Theta Kappa and Student Government student groups.

**2. Unfinished Business**

None.

**3. Routine Business – *Board Action Items***

- a. Adoption of Agenda
  - i. Motion made by David Sutton to approve agenda. Seconded by Pat Soran, Motion passed by unanimous vote.
- b. Approval of Advisory Board Meeting Minutes-January 14, 2019 (Attachment A)
  - ii. Motion made by Michelle Hall to approve minutes. Seconded by David Sutton. Motion passed by unanimous vote.

**4. New Business – *Board Action Items***

- a. Tuition Proposal for 2019-20 (Attachment B)
  - i. Bob Harmon presented Exhibit 1 and Exhibit 2. He provided an overview of tuition rates at other colleges.
  - ii. Bob Harmon presented Exhibit 3, History of UNM-LA tuition rates.

- iii. Pat Soran presented a question about what the UNM Main Campus might decide to do with tuition. Cindy Rooney explained the budget request process at UNM and that no decision had yet been announced.
  - iv. Pat Soran asked a question about what the NM Legislature will approve in funding. Dr. Rooney engaged a discussion of the legislative process as well as the current financial status of the UNM-LA campus and commented on thrifty spending behavior. She indicated that the UNM-LA campus is in good financial shape.
    - v. Cindy Rooney made a recommendation that UNM-Los Alamos not increase tuition or fees this year.
    - vi. Pat Soran made a motion for no increase in tuition or fees this year. Sheila Schiferl seconded the motion. Motion passed by unanimous vote.
- b. Advisory Board Temporary Committees (Attachment C)
- i. Cindy Rooney provided background information about transitions in leadership under Triad National Security and a commitment to involvement throughout the community.
  - ii. Cindy Rooney made a recommendation for the establishment of a committee, as outlined in the bylaws, where community individuals who may want to provide support or provide help to the board may do so. This has been done in the past with the mil levy campaign and a fundraising committee. Current issues might focus on areas such as workforce development or strategic planning.
  - iii. Steve Boerigter commented that a strategic planning or community relations committee would be valuable and that the board chair could appoint a temporary committee.
  - iv. David Sutton asked if board members would need to serve on the committee and Steve Boerigter confirmed that that chair of the board plus one other member would be necessary.
    - v. Cindy Rooney requested that board members let she or Steve know of their interest.
    - vi. Further discussion noted that a special committee could serve until elections in November, that the special committee would provide feedback to the full board, and that 5-8 people would serve on the special committee.
    - vii. Michelle Hall made a motion to develop a special committee for strategic alliances. Sheila Schiferl seconded the motion. Motion passed by unanimous vote.

## 5. Presentations by the Executive Team

In relation to the materials included in the board packet, the following items were discussed:

- a. Chief Executive Officer
  - i. Cindy Rooney reported that spring enrollment is flat. There are several late start courses that may increase end of semester enrollment numbers.
  - ii. Steve Boerigter asked for information on enrollment numbers from other campuses. Valida Dushdurova provided data from the other UNM branch campuses.
  - iii. Cindy Rooney provided an update on the process for reaffirmation of accreditation. The Higher Learning Commission site visit was completed in the prior week. Taos and Gallup completed their physical site visit on Friday.
  - iv. Cindy Rooney provided an update on activity from the NM Legislature. The House passed a budget with 2% new money for higher education as well as 4% for pay compensation. Cindy Rooney clarified that the 4% is not fully funded and campuses will receive a percentage based on state allocation percentages. The Dual Credit funding allocation for UNM-LA will be about \$18,000. UNM-Los Alamos has an active request out for capital outlay funding and is asking for \$1.25 million. The initial approval was for \$500,000. Other items discussed included the minimum wage bill, the college affordability endowment, lottery scholarship, proposed higher education council, employer's contribution to ERB, and the proposed centers of excellence.
  - v. Five new members were appointed to the UNM Board of Regents. Two representatives are continuing Regents.

- vi. UNM is undergoing unionization efforts and deciding which areas of the Institution to include. A labor attorney is advising UNM. An extension for a response or decision was provided up to March 18.
  - vii. Candidates for the UNM Provost vacancy are coming to UNM for interviews, although the names have not been publicly announced. Cindy Rooney will attend the interviews to represent our campus. Public forums will also be held.
  - viii. Cindy Rooney and Sharon Hurley have attended several meetings to explore workforce initiatives and new opportunities for UNNM-LA. Cindy Rooney represented UNM-LA on a panel at the Waste Management 2019 STEM/DOE Workforce Initiative Summit in Arizona.
  - ix. Steve Boerigter mentioned the Oppenheimer Institute concept which was developed from the ideas of previous Los Alamos students. The concept includes a program within the UNM Honors College and partnerships with, UNM College of Engineering and LANL in the computer science area. A whitepaper is being drafted.
  - x. Cindy Rooney announced that Cindy Leyba resigned her position with UNM-LA and took a new position with NNMC.
- b. Office of Instruction
- i. The Department of Instruction, along with Dr. Rooney, received numerous requests from the Higher Learning Commission site visit team.
  - ii. Displays on cybersecurity and student success were created for UNM Days at the NM Legislature. Sharon Hurley, Art Nichols, and Melanie Colgan represented instruction at the event.
  - iii. The Summer/Fall schedule of classes includes an increase in the overall number of classes being offered. New courses include a TIG welding class, a first responders course, and courses in philosophy and world literature.
  - iv. Leslie Dendy announced her retirement after 40 years of service to UNM-LA.
  - v. Interviews are underway for the vacant position of Manager for Workforce Development.
  - vi. UNM held a kick-off meeting for the Grand Initiatives project. UNM-LA volunteered to serve as a community connections liaison. The UNM Grand Initiatives focuses on issues of water sustainability, successful aging, and substance use disorders.
  - vii. Sharon Hurley attended the necessary training and is now a certified as a mediator for UNM.
- c. Student Services
- i. Kathryn Vigil noted that recent staffing changes in Student Services have allowed for a significant increase in recruitment activity. Three staff members have been actively engaged in visits and dialogue with target high school students, parents, staff, and administrators. Recruiters are also looking for opportunities to partner with other organization that host students such as the Bradbury Museum.
  - ii. For the Community Internship Collaboration program (CIC) businesses and students are already being recruited for the Fall semester. Program infrastructure is in place and Grace Willerton and Tony Gallegos are working hard to support a program for the upcoming year.
  - iii. Two UNM-LA students, Annika Vestraand and Aaron Waller, were honored at the NM Legislature for their involvement in the PTK Honor Society and their nomination for the NM All-State Academic Team.
  - iv. Graduation is scheduled for Friday, May 10. Board members were asked to hold the date and begin to respond about their availability and attendance.
- d. Business Operations
- i. Bob Harmon reported that Oliva Lopez announcement her retirement. A position is open to fill her vacancy.
  - ii. The budget process is in place and projected revenues exceed expenditures assuming a 2% increase in higher education funding from the NM Legislature.
  - iii. The construction underway that is funded GO Bond has run into scheduling challenges. There are updates being done in the library and in Wallace Hall, Building 5. Bob Harmon presented a picture of heating/cooling units that will be installed in Wallace Hall to increase efficiency and reduce noise.

- He confirmed a commitment to make sure that additional plans for ceiling installation will be attractive and have acoustic benefits.
- iv. Steve Boerigter asked about plans for the monies from the sale of student housing. Bob Harmon stated that some money was used to create the testing center and Cindy Rooney reiterated that future investments would focus on generating funds for the campus.
  - v. Bob Harmon provided an overview of the status of revenues and expenditures. He engaged the campus in a process to project spending through the end of the year and estimate end of year balances. Cindy Rooney added that feedback is being requested about how to utilize non-recurring fund available. Some examples provided included professional development and cameras on campus to increase safety.

**6. Future Business**

- i. A special budget meeting will be scheduled. The date to be determined.

**7. Adjournment:** Meeting adjourned at 6:51 p.m.